



AGENDA

SPECIAL CITY COUNCIL MEETING – CLOSED SESSION

Tuesday, June 4, 2013 – 6:15 p.m.

Hillside Conference Room

SPECIAL CONCURRENT CITY COUNCIL MEETING / PUBLIC FINANCING AUTHORITY AND PENSION TRUST BOARD MEETING

Tuesday, June 4, 2013 – 7:00 p.m.

City Council Chambers

Meeting Location

El Cerrito City Hall

10890 San Pablo Avenue, El Cerrito

Greg Lyman – Mayor

Mayor Pro Tem Janet Abelson
Councilmember Jan Bridges

Councilmember Rebecca Benassini
Councilmember Mark Friedman

6:15 p.m. ROLL CALL

CONVENE SPECIAL CITY COUNCIL MEETING – CLOSED SESSION

ANNOUNCEMENT OF CLOSED SESSION

Conference with Labor Negotiators (*Pursuant to Government Code 54957.6*)

Agency Designated Representatives: Scott Hanin, City Manager, Sky Woodruff, City Attorney, Sukari Beshears, Human Resources Manager.

Employee Organizations: Service Employees International Union, Local 1021
El Cerrito Police Employees Association
International Association of Firefighters, Local 1230
Public Safety Management Group
Management/Unrepresented Employees

ORAL COMMUNICATIONS FROM THE PUBLIC

RECESS INTO CLOSED SESSION

ADJOURN SPECIAL CITY COUNCIL MEETING – CLOSED SESSION

ROLL CALL

**7:00 p.m. CONVENE SPECIAL CONCURRENT CITY COUNCIL / PUBLIC FINANCING
AUTHORITY AND PENSION TRUST BOARD MEETING**

1. PLEDGE OF ALLEGIANCE TO THE FLAG OR OBSERVATION OF

MOMENT OF SILENCE – Councilmember Benassini.

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 limited to 3 minutes per person. Please 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. PRESENTATIONS

Contra Costa College – State of the College – Presentation by Dr. Denise Noldon, President, Contra Costa College in San Pablo.

5. ADOPTION OF THE CONSENT CALENDAR – Item Nos. 5A through 5D

Consent Calendar items are considered to be routine by the City Council and will be enacted by one motion unless a request for removal for discussion or explanation is received prior to the time Council votes on the motion to adopt the Consent Calendar.

A. Minutes for Approval

Approve the May 21, 2013 Special City Council Closed Session and Regular City Council meeting minutes.

B. Support for Assembly Bill 323 Greenwaste / Food Scrap Recovery and Composting

Approve a recommendation authorizing Mayor Lyman to send letters to Assembly Member Wesley Chesbro and other appropriate legislators and legislative bodies expressing the City Council's support for Assembly Bill 323 regarding Greenwaste / Food Scrap Recovery and Composting

C. Library Centennial Proclamation

Approve a proclamation commending and congratulating the Contra Costa Library for providing 100 years of exemplary service to the residents of El Cerrito and Contra Costa County.

D. Amend the Fiscal Year 2012–13 Annual Appropriations Limit

Adopt a resolution authorizing adjustments to the FY 2012–13 appropriations authority to account for changes since the adoption of the FY 2012–13 budget.

6. PUBLIC HEARING – None

7. POLICY MATTERS

Fiscal Year 2013–2014 Budget

Presentation and discussion of the City's Fiscal Year 2013–14 budget. Adoption of the budget is scheduled for consideration on June 18, 2013.

8. COUNCIL ASSIGNMENTS/LIAISON REPORTS

A. Mayor Lyman Assignments: Commission/Committee Rules Subcommittee, Contra Costa County Mayors' Conference, Crime Prevention Committee, East Bay Green Corridor Principal, Human Relations Commission, Municipal Services Corporation Chair, Pension

Trust Board Chair, Public Financing Authority Chair, San Pablo Avenue Area Specific Plan Committee, Successor Agency to the Former Redevelopment Agency Chair, Tree Committee, West Contra Costa Transportation Advisory Committee Alternate, West County Mayors' & Supervisors' Association and West County Integrated Waste Management Authority Delegate.

B. Mayor Pro Tem Abelson Assignments: Committee on Aging, Contra Costa County Mayors' Conference Alternate, Contra Costa Transportation Authority Board Chair, League of California Cities East Bay Division Delegate (also attends as the Council's Delegate to the Annual League Conference), Environmental Quality Committee, Municipal Services Corporation Vice-Chair, Pension Trust Board Vice-Chair, Successor Agency to the Former Redevelopment Agency Vice-Chair, West Contra Costa Transportation Advisory Committee Delegate and West County Mayors' & Supervisors' Association Alternate.

C. Councilmember Benassini Assignments: Association of Bay Area Governments General Assembly Delegate, Financial Advisory Board, Planning Commission, San Pablo Avenue Area Specific Plan Committee and Tom Bates Regional Sports Field Joint Powers Authority Alternate.

D. Councilmember Bridges Assignments: Tom Bates Regional Sports Field Joint Powers Authority Delegate and Design Review Board, Park and Recreation Commission.

E. Councilmember Friedman Assignments: Arts and Culture Commission, Association of Bay Area Governments General Assembly Alternate, Economic Development Board, Commission/Committee Rules Subcommittee, League of California Cities East Bay Division Alternate and West County Integrated Waste Management Authority Alternate.

9. ADJOURN SPECIAL CONCURRENT CITY COUNCIL / PUBLIC FINANCING AUTHORITY AND PENSION TRUST BOARD MEETING

The next City Council meeting is Tuesday, June 18, 2013 at 7:00 p.m. in the City Council Chambers, 10890 San Pablo Avenue, El Cerrito, California.

- 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. 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/ind-ex.aspx?NID=114>. 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

SPECIAL CITY COUNCIL MEETING – CLOSED SESSION

Tuesday, May 21, 2013 – 6:45 p.m.

Hillside Conference Room

REGULAR CITY COUNCIL MEETING

Tuesday, May 21, 2013 – 7:00 p.m.

City Council Chambers

Meeting Location

El Cerrito City Hall

10890 San Pablo Avenue, El Cerrito

Greg Lyman – Mayor

Mayor Pro Tem Janet Abelson
Councilmember Jan Bridges

Councilmember Rebecca Benassini
Councilmember Mark Friedman

6:45 p.m. ROLL CALL

Councilmembers Abelson, Benassini, Bridges, Friedman and Mayor Lyman all present.

CONVENE SPECIAL CITY COUNCIL MEETING

Mayor Lyman convened the Special City Council meeting at 6:45 p.m.

ANNOUNCEMENT OF CLOSED SESSION

Conference with Real Property Negotiators (*Pursuant to Government Code Section 54956.8*)

Property: A seven-acre privately owned parcel (APN 505-1420-148) that abuts the Hillside Natural Area.

Agency Negotiators: Scott Hanin, City Manager, Melanie Mintz, Interim Community Development Director

Negotiating Parties: Security Owners Corporation

Under Negotiation: Price and Terms

ORAL COMMUNICATIONS FROM THE PUBLIC

Dave Weinstein, El Cerrito, representing El Cerrito Trail Trekkers and the El Cerrito High School Mountain Biking Club, expressed support for the City's purchase of the Busby property and said both groups will engage in fundraising if the purchase goes through.

RECESSED INTO CLOSED SESSION at 6:47 p.m.

POSSIBLE REPORT OUT OF CLOSED SESSION (*Mayor Lyman announced during the Regular City Council meeting that the City Council gave direction to staff to negotiate.*)

ADJOURNED SPECIAL CITY COUNCIL MEETING – CLOSED SESSION at 7:03 p.m.

ROLL CALL

Councilmembers Abelson, Benassini, Bridges, Friedman and Mayor Lyman all present.

7:00 p.m.

CONVENE REGULAR CITY COUNCIL MEETING

Mayor Lyman convened the Regular City Council meeting at 7:07 p.m.

1. PLEDGE OF ALLEGIANCE TO THE FLAG OR OBSERVATION OF MOMENT OF SILENCE was led by Councilmember Bridges.

2. COUNCIL / STAFF COMMUNICATIONS

Mayor Lyman stated that the City Council had just met in closed session prior to the regular City Council meeting regarding a privately owned seven acre parcel of land (APN 505-1420-148) and reported that the City Council gave direction to staff to negotiate.

Mayor Pro Tem Abelson informed the Council and the public that the last showing of the Healthcare Movie is May 22, 2013. The movie will be followed by a discussion. There is no charge for the movie. Mayor Pro Tem Abelson invited all to attend.

Councilmember Bridges reported that she and Councilmembers Benassini and Friedman were honored to recognize and attend the Stege Centennial Celebration on May 18, 2013. It was a gala event. Councilmember Bridges received a tour of the new building by Stege Director Al Miller.

Councilmember Benassini informed the public that the Police Department will be offering a Home Security Expo on June 1 from 1-4:30 p.m. at the Community Center. The Police will provide tips on how to keep your home secure.

Recognition of the Recycling and Environmental Resource Center's Receipt of the 2013 Association of Bay Area Governments (ABAG) Growing Smarter Together Award for Urban Design – *Introduction and presentation by Mayor Lyman. The presentation included a brief video prepared by ABAG.*

3. ORAL COMMUNICATIONS FROM THE PUBLIC

Al Miller, El Cerrito, thanked Councilmembers Benassini, Bridges and Friedman, City Manager Hanin and Assistant City Manager Pinkos for taking part in the Stege Centennial Celebration. Mr. Miller stated that State Senator Hancock presented a combined resolution on behalf of herself and Assemblymember Skinner to Stege Sanitary District at the event.

Ken Solenen, El Cerrito, expressed his support for the City's purchase of the Busby property.

Paul Young, El Cerrito, expressed his support for the City's purchase of the Busby property and also stated that he maintains the blog backyard critter watch (backyardcritterwatch.blogspot.com) that contains pictures of wildlife in his own backyard which is almost adjacent to the Busby property.

Tom Panas, El Cerrito, thanked the City Council for its support of SCA 7 which provides funding for local library measures and enhancement of library services throughout the state. Mr. Panas also informed the public that West Coast Arborists has donated new benches to the City, which are located outside the Sundar Shadi Historical Room and at the Recycling Center. The benches were built by West Coast Arborists from wood trimmed off El Cerrito trees.

4. PRESENTATIONS

A. Introduction of Bay Area Rapid Transit Director Rebecca Saltzman

Director Saltzman will discuss her vision for the future of BART.

Director Saltzman identified her primary priority as re-investing in BART's aging infrastructure and expanding capacity over the next several years. Other priorities include building better partnerships with other agencies and making transit easier; fostering open government and public participation in BART decision making; continuing to focus on transit oriented development; and make BART run later in the evenings on the weekends. Director Saltzman also described pending projects and programs at BART including its long term visioning process and creative improvements being considered as part of the BART-Metro program.

Action: Received presentation.

B. Proclamation Recognizing Prospect Sierra's Green Ribbon Schools Award

Approve a proclamation recognizing and congratulating Prospect Sierra School on being one of the schools to win the Green Ribbon Schools Award and for having a positive impact on education with an emphasis on the environment and green advocacy.

Katherine Dinh, Executive Director and Steve Harrington, Facilities Manager, Prospect Sierra School, accepted the proclamation on behalf of the school.

Action: Approved proclamation.

C. Library Update – Presentation by Barbara Flynn, County Librarian.

Ms. Flynn will provide an update on the Library including the Library's Strategic Plan, Library Awards and its Centennial Celebration.

Ms. Flynn thanked the City and the Community for its participation in Rotary Clean-Up Day and also thanked all library volunteers and the Friends of the Library for their continuing service. Ms. Flynn reminded all about the June 14, 2013 Celebration of the 100th anniversary of the El Cerrito Library which will take place from 7-9 p.m. at the Library. Ms. Flynn also described and invited all to participate in the summer reading program that begins on June 8. The reading festival kick-off is June 21 at the Lesher Center and includes a talk by Michael Pollan.

Ms. Flynn also announced that the Contra Costa Library is one of five public libraries in the nation to receive the Institute of Library Services Medal in recognition of the innovative services offered to the community, including the Discover and Go Program which features reduced cost passes for museums. The Award included receipt of an \$84,000 grant to extend the reach of the Discover and Go program.

The County Library system will be celebrating its centennial anniversary on July 21, 2013 at Pleasant Hill Park. There will be music, games, storytelling, and entertainment for everyone. Ms. Flynn invited everyone to attend and extended a special invitation to the public to become involved in the library's strategic planning process.

Action: Received presentation.

5. ADOPTION OF THE CONSENT CALENDAR – Item Nos. 5A through 5D

Moved, seconded (Friedman/Abelson) and carried unanimously to approve Consent Calendar Item Nos. 5A and 5C through 5D as indicated below, including a revised Item No. 5C which amended the fifth recital of the proclamation to reflect a national rather than state statistic. Consent Calendar Item No. 5B was withdrawn from the consent Calendar at the request of Mayor Lyman and voted on separately as indicated below.

A. Minutes for Approval

Approve the following meeting minutes:

- 1) May 7, 2013 Special Joint City Council / West Contra Costa Unified School District Board of Education; and
- 2) Regular City Council.

Action: Approved minutes.

B. On-Call Construction Management Services Agreements

Adopt a resolution authorizing the City Manager to execute professional services agreements with two consultants firms, Bellecci & Associates, Inc. and Jacobs Engineering, Inc., in an amount not to exceed \$250,000 per year per consultant for on-call construction management services for periods of three years with options to extend for an additional two years.

Action: Removed from the Consent Calendar by Mayor Lyman. Councilmember Benassini explained that she abstained from voting on this item because the company that she works for has a subcontractor relationship with Jacobs Engineering, one of the firms that the City may potentially award a contract to. Councilmember Benassini further explained that, consistent with Government Code Section 1090, due to the size of her firm, the fact that she does not own any shares in the firm and due to her long tenure at the firm she will abstain from voting on this item.

Moved, seconded (Friedman/Abelson; Ayes – Councilmembers Abelson, Bridges, Friedman and Mayor Lyman; Noes – None; Abstain – Councilmember Benassini) and carried to adopt Resolution No. 2013–23.

C. Asian American and Pacific Islander Heritage Month Proclamation

At the request of Mayor Pro Tem Abelson, approve a proclamation proclaiming the month of May 2013 as Asian American and Pacific Islander Heritage Month in the City of El Cerrito and invite everyone to reflect on the notable accomplishments and outstanding services provided by Asian Americans and Pacific Islanders to the Nation, California and the City of El Cerrito.

Action: Approved revised proclamation.

D. Proclamation Proclaiming June as Lesbian, Gay, Bisexual, Transgender Pride Month

At the request of Mayor Lyman and Mayor Pro Tem Abelson approve a proclamation proclaiming the month of June 2013 as Lesbian, Gay, Bisexual, Transgender Pride Month in the City of El Cerrito and invite everyone to reflect on ways we all can live and work together with a commitment to mutual respect and understanding, and further, recognize Pride Month by flying the rainbow flag at City Hall during the month of June.

Action: Approved proclamation.

6. PUBLIC HEARING

A. Confirming the Diagram and Levying an Assessment for Fiscal Year 2013-14 for Landscape and Lighting Assessment District No. 1988–1

Conduct a public hearing and upon conclusion adopt a resolution setting the annual Landscape and Lighting Assessment for Fiscal Year 2013–14 as \$72 per residential parcel and as noted in the Engineer’s Report for other classes of properties.

Presenter: Lisa Malek-Zadeh, Finance Director.

Mayor Lyman opened the public hearing. No speakers.

Moved, seconded (Benassini/Friedman) and carried unanimously to close the public hearing.

Action: Moved, seconded (Abelson/Friedman) and carried unanimously to adopt Resolution No. 2013–24.

B. Fiscal Year 2013–14 Storm Drain Annual Report and Fees

Conduct a public hearing and upon conclusion adopt a resolution approving the Fiscal Year 2013-14 Storm Drain Annual Report and directing that storm drain fees be collected on the property tax rolls.

Presenter: Lori Treviño, Economic Development Manager.

Mayor Lyman opened the public hearing. No speakers.

Moved, seconded (Bridges/Abelson) and carried unanimously to close the public hearing.

Action: Moved, seconded (Friedman/Abelson) and carried unanimously to adopt Resolution No. 2013–25.

7. POLICY MATTERS

A. Extension of Eden Housing Exclusive Negotiating Rights Agreement with Eden Housing

Adopt a resolution authorizing the City Manager to extend the Exclusive Negotiating Rights Agreement (ENRA) with Eden Housing, Inc. (Developer) for negotiating of a Disposition and Development Agreement (DDA) of an affordable housing project at 10848-10860 San Pablo Avenue to February 8, 2014.

Presenter: Hilde Myall, Senior Housing Project Manager.

Action: Moved, seconded (Friedman/Bridges) and carried unanimously to adopt Resolution No. 2013–26.

B. Adoption of El Cerrito Climate Action Plan

Approve a resolution adopting the El Cerrito Climate Action Plan.

Presenter: Maria Sanders, Environmental Analyst.

Speakers: Mark Miner, Environmental Quality Committee Chair (EQC), recognized Mayor Pro Tem Abelson for her vision, and thanked Ms. Sanders for her excellent work on the CAP. Mr. Miner summarized the Environmental Quality Committee’s comments on the CAP and described future projects of the EQC associated with the CAP.

Howdy Goudey, EQC member, thanked Ms. Sanders for her work on the CAP and encouraged the City Council to implement the recommendations outlined in the Plan.

Robin Mitchell, El Cerrito, expressed support for the CAP and stated that she is proud that the City has taken on greenhouse emissions. Ms. Mitchell thanked Ms. Sanders for all of her work on the Plan.

Al Miller, El Cerrito, expressed support for the CAP and noted that it is consistent with past actions taken by the City Council to make El Cerrito a leader in environmental quality and is also consistent with pledges made by Councilmembers when they ran for office. Mr. Miller encouraged the City to have meetings and develop strategies to facilitate implementation of the Plan.

Action: Moved, seconded (Abelson/Bridges) and carried unanimously to adopt Resolution No. 2013–27 as corrected.

8. COUNCIL ASSIGNMENTS/LIAISON REPORTS

A. Mayor Lyman reported that the Tree Committee met and is successfully achieving its goals including the development of a master tree planting list for the city so staff can quickly assess whether trees proposed for planting in developments, public spaces, along roads and parks are acceptable. The Tree Committee is taking a trip around town during a special meeting in June to view planting locations in parks, along roadways, medians and planting wells. Mayor Lyman also reported on his attendance at the West County Integrated Waste Management Authority (WCIWMA) budget workshop. The WCIWMA did not modify the two year budget plan however there was much discussion about the commitment for the resource recovery facility and when it goes away. The Authority is going through a process to determine what the authority will look like in the future. The Authority will look at the balance of its budget in October 2013.

B. Mayor Pro Tem Abelson emphasized the importance of the Healthcare Movie sponsored by the Committee on Aging and the work the Committee is doing. The Environmental Quality Committee is working well together and has a large membership.

C. Councilmember Benassini reported that the Planning Commission chair informed her that the Commission approved a conditional use permit for an existing wireless facility located near EC Plaza at its last meeting. The Financial Advisory Board will meet next week to discuss the budget.

D. Councilmember Bridges reported that the Gilman Fields Joint Powers Authority (JPA) met on May 15. The burrowing owls which had been protected at the site have apparently left due to a phenomenon that happens in the Spring. The Joint Powers Agreement started in 2006. At that time each of the five cities that are part of the JPA were going to be assessed \$15,000 per year to cover costs. Most cities have not been contributing funds since user fees have generated funds. The infield artificial turf is scheduled for replacement in 2016 or sooner. There is a financial shortfall. Approximately \$750,000 has been budgeted for the turf replacement however the total cost is estimated at 1 million to 1.5 million dollars leaving a shortfall of approximately \$650,000. Staff examined the initial agreement and there is a commitment to put in \$15,000 per year to pay the City's obligation to the JPA. The operators are also going to look at the fee structure for users and will probably increase fees to cover some of the costs. The City has not been budgeting this money but will begin to do so in Fiscal Year 2013-14. Although the cost is unanticipated the City is committed to supporting the fields. The City will be looking at who, including how many residents, use the fields and other accounting metrics but the City does have an existing commitment to fund the JPA.

E. Councilmember Friedman reported that the Arts and Culture Commission discussed putting on another "Do it Yourself Day" involving teaching arts throughout the community and also mentoring programs for youth.

SUPPLEMENTAL REPORTS AND COMMUNICATIONS

Item No. 2 Recognition of the Recycling and Environmental Resource Center's Receipt of the 2013 Association of Bay Area Governments (ABAG) Growing Smarter Together Award for Urban Design

1. ABAG Award Video presentation – *Submitted by Mayor Lyman and Melanie Mintz, Interim Community Development Director.*

Item No. 5(C) Asian American and Pacific Islander Heritage Month Proclamation

2. Revised proclamation – *Submitted by Cheryl Morse, City Clerk.*

Item No. 7(B) Adoption of El Cerrito Climate Action Plan

3. Powerpoint presentation – *Submitted by Maria Sanders, Environmental Analyst.*

Other:

4. Comments thanking the City Council for its support of SCA 7 and benches donated by West Coast Arborists – *Submitted by Tom Panas, El Cerrito.*

- 9. ADJOURNED REGULAR CITY COUNCIL MEETING** at 9:25 p.m.



AGENDA BILL

Agenda Item No. 5(B)

Date: June 4, 2013
To: El Cerrito City Council
From: Garth Schultz, Environmental Analyst
Subject: Letter of support for AB323 (Chesbro) Greenwaste / Food Scrap Recovery & Composting

ACTION REQUESTED

Approve a recommendation authorizing Mayor Lyman to send letters to Assembly Member Wesley Chesbro and other appropriate legislators and legislative bodies expressing the City Council's support of Assembly Bill 323 regarding Greenwaste / Food Scrap Recovery & Composting.

BACKGROUND & ANALYSIS

El Cerrito's recently adopted Climate Action Plan (CAP) set an ambitious target of reducing the amount of waste El Cerrito sends to landfills at 4,000 tons per year by 2020. This is approximately 2,800 fewer tons than are projected to be landfilled in 2014. Reducing El Cerrito's annual landfilled tons by this amount will require a 6% reduction in landfilled waste per year between 2014 and 2020. As described in the CAP, meeting this target will require more than just local action – regional and statewide legislation will also be necessary to achieve El Cerrito's goals.

El Cerrito's waste reduction goals, as stated in the CAP, are based on assumptions that El Cerrito could prevent up to 50% of greenwaste and food scraps from being landfilled. Given that a third of the material going to landfills in California is readily compostable, passing statewide legislation that would get rid of disincentives to recycle organics and require large generators of organic waste to subscribe to appropriate collection (e.g. green waste) services could help El Cerrito decrease landfilled tons by approximately 250 to 500 tons (3.5 % to 7%) per year.

On May 14, 2013, the El Cerrito Environmental Quality Committee (EQC) unanimously passed a motion recommending that the City Council support AB 323 and authorize the Mayor to send support letters on behalf of the Council.

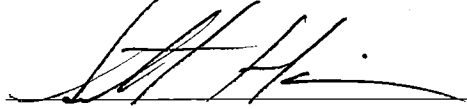
ENVIRONMENTAL CONSIDERATIONS

There is no direct environmental impact associated with the support of AB323. If AB323 were to be passed and implemented in its current form, the resulting policies could help El Cerrito divert approximately 250 to 500 tons of organic materials from landfills annually.

FINANCIAL CONSIDERATIONS

There is no financial obligation associated with the requested action.

Reviewed by:

A handwritten signature in black ink, appearing to read 'S. Hanin', is written over a horizontal line.

Scott Hanin, City Manager

Attachments:

1. AB323 Draft Support Letter
2. AB323 Legislative History, Status, and Text



OFFICE OF THE MAYOR
Gregory B. Lyman

June 4, 2013

Assembly Member Wesley Chesbro
State Capitol, Rm. 2141
Sacramento, CA 95814

Re: AB 323 (Chesbro) Greenwaste / Food Scrap Recovery & Composting

Dear Assembly Member Chesbro:

I am writing to express the El Cerrito City Council's strong support for Assembly Bill 323 (Chesbro). AB 323 presents a package of policies that will drive the recycling of yard trimming and food scraps, not only resulting in a reduction of pollution and greenhouse gases, but also creating jobs and supporting a burgeoning clean tech industry.

Despite California's robust recycling infrastructure for traditional recyclables, the state continues to landfill organic materials, such as yard trimmings and food scraps, at an alarming rate. In fact, food is the most prevalent item in our waste stream and a third of the material going to landfills is readily compostable. This is simply unacceptable, and, in the context of achieving a 75% recycling rate and strict greenhouse gas limits, it would be irresponsible not to recycle this material.

Tackling this waste stream is an integral part of achieving the goals in AB 341 and AB 32. According to CalRecycle "the 75% goal cannot be reached unless a significant amount of organics now being landfilled is instead used in new composting/AD facilities," and the Air Resources Board has repeatedly identified the importance of composting and anaerobic digestion to reduce greenhouse gases. Nonetheless, the building of organics processing infrastructure has been hindered by a complex regulatory structure and state policies that have supported low-cost disposal alternatives.

AB 323 is a comprehensive approach to tackling the organic fraction of the waste stream that parallels AB 341 and builds on CalRecycle's existing Strategic Directive, which proposes that organics in landfill be reduced by 50 percent by 2020. Moreover, this bill has the potential to reduce greenhouse gases by more than 4 million tons of CO2 each year, create renewable energy and fuels, and generate four times more jobs than landfilling the same material.

For these reasons, El Cerrito is pleased to support this important legislation.

Sincerely,

Gregory B. Lyman
Mayor

COMPLETE BILL HISTORY

BILL NUMBER : A.B. No. 323
AUTHOR : Chesbro
TOPIC : Solid waste: recycling: diversion: green materials.

TYPE OF BILL :
Active
Non-Urgency
Non-Appropriations
Majority Vote Required
State-Mandated Local Program
Fiscal
Non-Tax Levy

BILL HISTORY

2013
May 24 In committee: Set, first hearing. Referred to APPR. suspense
file. In committee: Held under submission.
May 15 In committee: Hearing postponed by committee.
Apr. 30 From committee: Do pass and re-refer to Com. on APPR. (Ayes 6.
Noes 3.) (April 29). Re-referred to Com. on APPR.
Feb. 28 Referred to Com. on NAT. RES.
Feb. 13 From printer. May be heard in committee March 15.
Feb. 12 Read first time. To print.

CURRENT BILL STATUS

MEASURE : A.B. No. 323
AUTHOR(S) : Chesbro (Coauthor: Williams).
TOPIC : Solid waste: recycling: diversion: green materials.
HOUSE LOCATION : ASM

TYPE OF BILL :
Active
Non-Urgency
Non-Appropriations
Majority Vote Required
State-Mandated Local Program
Fiscal
Non-Tax Levy

LAST HIST. ACT. DATE: 05/24/2013
LAST HIST. ACTION : In committee: Set, first hearing. Referred to APPR.
suspense file. In committee: Held under submission.
COMM. LOCATION : ASM APPROPRIATIONS

TITLE : An act to amend Sections 41781.3, 42649.1, and 42649.2
of, and to add Section 41781.4 to, the Public Resources
Code, relating to solid waste.

CALIFORNIA LEGISLATURE—2013–14 REGULAR SESSION

ASSEMBLY BILL

No. 323

Introduced by Assembly Member Chesbro
(Coauthor: Assembly Member Williams)

February 12, 2013

An act to amend Sections 41781.3, 42649.1, and 42649.2 of, and to add Section 41781.4 to, the Public Resources Code, relating to solid waste.

LEGISLATIVE COUNSEL'S DIGEST

AB 323, as introduced, Chesbro. Solid waste: recycling: diversion: green materials.

(1) The existing California Integrated Waste Management Act of 1989, which is administered by the Department of Resources Recycling and Recovery, establishes an integrated waste management program. Existing law requires each city, county, and regional agency, if any, to develop a source reduction and recycling element of an integrated waste management plan. The act requires the source reduction and recycling element to divert from disposal 50% of all solid waste subject to the element through source reduction, recycling, and composting activities, with specified exceptions. Under the act, the use of solid waste for beneficial reuse in the construction and operation of a solid waste landfill, including the use of alternative daily cover, constitutes diversion through recycling and is not considered disposal.

This bill would require the department to adopt regulations to provide that, no later than January 1, 2020, the use of green material as alternative daily cover or alternative intermediate cover does not constitute diversion through recycling and would be considered disposal for purposes of the act. The bill would authorize the department to delay

the effective date of this requirement, as specified. The bill would impose a state-mandated local program by imposing new duties upon local agencies with regard to the diversion of solid waste.

This bill would require the department, by January 1, 2015, to conduct an analysis of the use of residual fines from material recovery facilities and materials left over from the composting process for use as alternative daily cover and other forms of beneficial use in the design and operation of a solid waste landfill. The bill would require the department to adopt regulations, by July 1, 2015, based on this analysis, if the department makes a specified determination that residual fines from material recovery facilities and materials left over from the composting process would serve as adequate daily cover.

(2) The act requires a business, which is defined as a commercial or public entity, that generates more than 4 cubic yards of commercial solid waste per week or is a multifamily residential dwelling of 5 units or more, to arrange for recycling services. Existing law also requires jurisdictions to implement a commercial solid waste recycling program meeting specified elements. Existing law defines the term “commercial solid waste” by reference to a specified regulation.

This bill would instead define commercial solid waste in statute to include all types of solid waste generated by a store, office, or other commercial or public entity source, including a business or a multifamily dwelling of 5 or more units. The bill would also require the department to adopt, by January 1, 2017, regulations to require a large-quantity commercial organics generator, as defined, to arrange for separate organics collection and recycling services, except as specified.

The bill would impose a state-mandated local program by imposing new duties upon local agencies with regard to the commercial solid waste program required to be implemented by local agencies.

(3) The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that no reimbursement is required by this act for a specified reason.

Vote: majority. Appropriation: no. Fiscal committee: yes.
State-mandated local program: yes.

The people of the State of California do enact as follows:

1 SECTION 1. The Legislature finds and declares all of the
2 following:

3 (a) With the enactment of the California Integrated Waste
4 Management Act of 1989 (Division 30 (commencing with Section
5 40000) of the Public Resources Code), the Legislature declared
6 that the Department of Resources Recycling and Recovery
7 (CalRecycle) and local agencies shall promote recycling, anaerobic
8 digestion, and composting over land disposal and transformation.

9 (b) Since the enactment of the act, local governments and private
10 industries have worked jointly to create an extensive material
11 collection infrastructure and have implemented effective programs
12 to achieve a statewide diversion rate greater than 50 percent.

13 (c) Although California now leads the nation in waste reduction
14 and recycling, the state continues to dispose of more than 15
15 million tons of compostable organics each year in solid waste
16 landfills.

17 (d) Composting or anaerobically digesting organic materials
18 results in substantial environmental and agricultural benefits,
19 including the reduction of naturally occurring volatile organic
20 compounds and ammonia.

21 (e) The Economic and Technology Advancement Advisory
22 Committee, formed pursuant to the California Global Warming
23 Solutions Act of 2006 (Division 25.5 (commencing with Section
24 38500) of the Health and Safety Code), has identified composting
25 and anaerobic digestion as a cost-effective technology for reducing
26 greenhouse gas emissions.

27 (f) The application of compost in agriculture and landscaping
28 has been shown to offer significant water quality benefits, provide
29 erosion control, reduce the need for synthetic fertilizers and
30 pesticides, and conserve water and irrigation-associated energy.

31 (g) In 2007, the former state agency that preceded CalRecycle
32 adopted a Strategic Directive 6.1 to reduce the amount of organics
33 in the waste stream by 50 percent by the year 2020.

34 (h) To reduce the landfilling of organics, increase composting
35 and anaerobic digestion, and meet the organics disposal reduction
36 target adopted by CalRecycle, the state should reduce barriers to,
37 and provide incentives for, increasing processing capacity and
38 end-use markets for compostable organics.

SEC. 2. Section 41781.3 of the Public Resources Code is amended to read:

41781.3. (a) (1) The use of solid waste for beneficial reuse in the construction and operation of a solid waste landfill, including use of alternative daily cover, which reduces or eliminates the amount of solid waste being disposed pursuant to Section 40124, shall constitute diversion through recycling and shall not be considered disposal for the purposes of this division.

(2) *The department shall adopt regulations to provide that, no later than January 1, 2020, the use of green material, as defined in regulations by the department, as alternative daily cover or alternative intermediate cover, does not constitute diversion through recycling and shall be considered disposal for purposes of this division.*

(3) *When adopting regulations pursuant to paragraph (2), the department may establish requirements for different regions of the state to be in effect on or before January 1, 2020, but not later than January 1, 2020.*

(4) *The department shall provide notice to all operators of disposal facilities of the requirements in the regulations adopted pursuant to paragraph (2) one year before the effective date of the requirements.*

(5) *The department may, at its sole discretion, delay the effective date of the regulations required to be adopted pursuant to paragraph (2) for up to two years if the department determines that sufficient regional green material processing infrastructure will not exist to handle this material.*

(b) ~~Prior to~~ Before December 31, 1997, pursuant to the ~~board's~~ department's authority to adopt rules and regulations pursuant to Section 40502, the ~~board~~ department shall, by regulation, establish conditions for the use of alternative daily cover that are consistent with this division. In adopting the regulations, the ~~board~~ department shall consider, but is not limited to, all of the following criteria:

(1) Those conditions established in past policies adopted by the ~~board~~ department affecting the use of alternative daily cover.

(2) Those conditions necessary to provide for the continued economic development, economic viability, and employment opportunities provided by the composting industry in the state.

1 (3) Those performance standards and limitations on maximum
2 functional thickness necessary to ensure protection of public health
3 and safety consistent with state minimum standards.

4 (c) ~~Until~~ *Except as provided in paragraph (2) of subdivision*
5 *(a), until* the adoption of additional regulations, the use of
6 alternative daily cover shall be governed by the conditions
7 established by the ~~board~~ *department* in its ~~existing~~ *former*
8 regulations set forth in paragraph (3) of subdivision (b) of, and
9 paragraph (3) of subdivision (c) of, Section 18813 of Title 14 of
10 the California Code of Regulations, as those sections read on the
11 ~~effective date of this section~~ *January 1, 1997*, and by the conditions
12 established in the ~~board's~~ *department's* policy adopted on January
13 25, 1995.

14 (d) In adopting rules and regulations pursuant to this section,
15 Section 40124, and this division, including, but not limited to, Part
16 2 (commencing with Section 40900), the ~~board~~ *department* shall
17 provide guidance to local enforcement agencies on any conditions
18 and restrictions on the utilization of alternative daily cover so as
19 to ensure proper enforcement of those rules and regulations.

20 SEC. 3. Section 41781.4 is added to the Public Resources Code,
21 to read:

22 41781.4. (a) On or before January 1, 2015, the department
23 shall conduct an analysis of the effect on public health and safety,
24 consistent with state minimum standards, of the use of residual
25 fines from material recovery facilities and materials left over from
26 the composting process for alternative daily cover and other forms
27 of beneficial use in the design and operation of a solid waste
28 landfill.

29 (b) On or before July 1, 2015, based on the analysis conducted
30 pursuant to subdivision (a), if the department determines that fines
31 from material recovery facilities or materials left over from the
32 composting process would serve as an adequate daily cover, the
33 department shall adopt regulations for residual fines from material
34 recovery facilities or materials left over from the composting
35 process as an authorized material for use as alternative daily cover
36 and beneficial reuse at solid waste facility landfills in the state,
37 which regulations shall include performance standards and
38 limitations on the maximum functional thickness necessary to
39 ensure protection of public health and safety, consistent with state
40 minimum standards.

(c) The regulations adopted pursuant to subdivision (b) shall include performance standards, and may include standards for screening, processing, and testing material recovery facility fines, to insure all of the following:

(1) The material does not contain hazardous materials above approved thresholds.

(2) The material performs adequately in its ability to control odors, vectors, litter, and scavenging.

(3) The use of the material does not negatively affect the conditions necessary to provide for the continued economic development, economic viability, and employment opportunities provided by the composting and recycling industries in the state.

(d) The regulations adopted pursuant to this section for the use of residual fines from materials recovery facilities for use as alternative daily cover or for beneficial reuse in the design and operation of a solid waste landfill, shall meet both of the following requirements:

(1) The regulations shall not allow the use of residual fines from mixed waste processing.

(2) The regulations shall require that any materials left over from the composting process used as alternative daily cover or beneficial reuse in the design and operation of a solid waste landfill not exceed 5 percent of the incoming material at the source compost facility, by weight.

SEC. 4. Section 42649.1 of the Public Resources Code is amended to read:

42649.1. For purposes of this chapter, the following ~~terms mean the following~~ shall apply:

(a) “Business” means a commercial or public entity, including, but not limited to, a firm, partnership, proprietorship, joint stock company, corporation, or association that is organized as a for-profit or nonprofit entity, or a multifamily residential dwelling.

(b) “Commercial solid waste” ~~has the same meaning as defined in Section 17225.12 of Title 14 of the California Code of Regulations~~ *includes all types of solid waste generated by a store, office, or other commercial or public entity source, including a business or multifamily dwelling of five or more units.*

(c) “Commercial waste generator” means a business subject to subdivision (a) of Section 42649.2.

1 (d) “Large-quantity commercial organics generator” means a
2 business that generates significant amounts of organic waste,
3 including, but not limited to, food waste and green materials, that
4 is traditionally disposed of in a solid waste landfill, as determined
5 by the department.

6 ~~(d)~~

7 (e) “Self-hauler” means a business that hauls its own waste
8 rather than contracting for that service.

9 SEC. 5. Section 42649.2 of the Public Resources Code is
10 amended to read:

11 42649.2. (a) On and after July 1, 2012, a business that
12 generates four cubic yards or more of commercial solid waste per
13 week or is a multifamily residential dwelling of five units or more
14 shall arrange for recycling services, consistent with state or local
15 laws or requirements, including a local ordinance or agreement,
16 applicable to the collection, handling, or recycling of solid waste,
17 to the extent that these services are offered and reasonably available
18 from a local service provider.

19 (b) A commercial waste generator shall take at least one of the
20 following actions:

21 (1) Source separate recyclable materials from solid waste and
22 subscribe to a basic level of recycling service that includes
23 collection, self-hauling, or other arrangements for the pickup of
24 the recyclable materials.

25 (2) Subscribe to a recycling service that may include mixed
26 waste processing that yields diversion results comparable to source
27 separation.

28 (c) A property owner of a multifamily residential dwelling may
29 require tenants to source separate their recyclable materials to aid
30 in compliance with this section.

31 (d) (1) (A) On or before January 1, 2017, the department shall
32 adopt regulations to require a large-quantity commercial organics
33 generator to arrange for separate organics collection and recycling
34 services that may include, but are not limited to, self-hauling.

35 (B) This paragraph does not apply to green material collected
36 by a city, county, or other local agency.

37 (2) When adopting the regulations pursuant to paragraph (1),
38 the department may establish different timelines for different types
39 of organic materials, different types of large-quantity commercial
40 organics generators, and different regions of the state, but the

1 *regulations shall require these requirements to be in effect no later*
2 *than January 1, 2017.*

3 SEC. 6. No reimbursement is required by this act pursuant to
4 Section 6 of Article XIII B of the California Constitution because
5 a local agency or school district has the authority to levy service
6 charges, fees, or assessments sufficient to pay for the program or
7 level of service mandated by this act, within the meaning of Section
8 17556 of the Government Code.

***CITY COUNCIL OF THE CITY OF EL CERRITO PROCLAMATION
Recognizing the 100 Year Anniversary of the Contra Costa Library and
El Cerrito Library***

WHEREAS, the Board of Supervisors of Contra Costa County established the Contra Costa County Library on July 21, 1913; and

WHEREAS, Mrs. Alice G. Whitbeck was appointed to serve as the first County Librarian on August 14, 1913; and

WHEREAS, the Library quickly grew to encompass 33 community libraries and foster 41 school partnerships by 1918; and

WHEREAS, the El Cerrito Library was established by Faye Breneman in 1913; and

WHEREAS, in 1925, the City of El Cerrito and Contra Costa County Library began their partnership arrangement whereby the County provides Library services in a City-owned building; and

WHEREAS, the Contra Costa Library is an important, cherished institution in the City of El Cerrito and County-wide, providing essential services for children, students, families, and seniors including homework help, literacy programs, computer access and other resources; and

WHEREAS, over the course of its 100-year history, the Contra Costa County Library has been the recipient of numerous state and national awards, the coveted Institute of Museum and Library Services National Medal, and is well-positioned to meet the needs of the community now and in the future; and

WHEREAS, the City of El Cerrito looks forward to continuing and enriching the successful partnership between the City and the Contra Costa Library and serving the needs of the residents of El Cerrito as a community place for excellence, education, and innovation for many years to come.

NOW, THEREFORE the City Council of the City of El Cerrito hereby commends and congratulates the Contra Costa County Library for providing 100 years of exemplary service to the residents of El Cerrito and Contra Costa County.

Dated: May 21, 2013

Gregory B. Lyman, Mayor



AGENDA BILL

Agenda Item No. 5(D)

Date: June 4, 2013

To: City Council of the City of El Cerrito

From: Lisa Malek-Zadeh, Finance Director/City Treasurer

Subject: Amend the FY 2012-13 Annual Appropriations Limit

ACTION REQUESTED

Adopt a resolution authorizing adjustments to the FY 2012-13 appropriations authority to account for changes since the adoption of the FY 2012-13 budget.

BACKGROUND

The Annual Appropriations Resolution establishes expenditure limits by fund for the fiscal year. On June 11, 2012, the City Council, the Pension Trust Board, and the Public Financing Authority Board adopted resolutions authorizing combined total appropriations for FY 2012-13 of \$45,689,847. Changes to the appropriations limits may be necessary throughout the year if the City's financial position changes and additional spending authority is required to meet the needs of the City. These changes can occur from events such as the acceptance of new grants, reauthorization of prior year's unspent funds, receipt of new revenue, approval of new programs or projects, or response to emergencies. To date, the City Council has approved \$3,168,703 in additional appropriations across various City funds. These were approved as individual agenda bills throughout the fiscal year.

ANALYSIS

On April 16, 2013, staff provided the City Council with an update on the current year's budget and the projected ending balance by year end. Attachment 2 to this Report is a table of FY 2012-13 appropriations and proposed amendments by fund. The year-end projections require an increase in the appropriation authority of \$996,192.

Summary of Proposed Amendments by Fund	
General Fund	\$864,194
Vehicle Abatement	\$31,998
Grants Fund	\$100,000
Total	\$996,192

Agenda Item No. 5(D)

The amendments to the originally adopted budget previously approved by Council and the proposed amendments are:

FY 2012-13 Summary of Appropriations By Fund				
	FY 2012-13 Adopted Appropriations	Approved Amendments	Proposed Amendments	FY 2012-13 Amended Appropriations
101 General Fund	\$29,021,813	\$70,900	\$864,194	\$29,956,907
201 Gas Tax Fund	\$1,304,324	\$0		\$1,304,324
202 NPDES	\$440,933	\$0		\$440,933
203 Landscape and Lighting	\$1,292,279	\$18,585		\$1,310,864
204 Measure J Return to Source	\$499,814	\$0		\$499,814
205 Measure J Storm Drain	\$646,335	\$0		\$646,335
206 Measure A Parcel Tax	\$477,305	\$0		\$477,305
208 Asset Seizure	\$0	\$0		\$0
209 Vehicle Abatement	\$10,000	\$0	\$31,998	\$41,998
210 Park In Lieu Fund	\$0	\$0		\$0
211 Street Improvement Fund	\$1,494,232	\$260,000		\$1,754,232
213 Art in Public Places	\$0	\$0		\$0
221 Federal, State and Local Grants	\$464,461	\$2,564,941	\$100,000	\$3,129,402
232 City LMI Housing	\$1,013,134	\$0		\$1,013,134
301 Capital Improvements	\$4,421,690	\$253,162		\$4,674,852
401 Storm Drain Debt Service	\$523,974	\$0		\$523,974
501 Integrated Waste Management	\$2,023,333	\$1,116		\$2,024,449
601 Vehicle/Equipment Replacement	\$48,017	\$0		\$48,017
701 Employee Pension Trust Fund	\$112,500	\$0		\$112,500
834 Finance Authority- Measure A	\$557,050	\$0		\$557,050
835 Financing Authority-City Hall	\$600,000	\$0		\$600,000
835 Financing Authority-Street Imp	\$738,653	\$0		\$738,653
Total	\$45,689,847	\$3,168,703	\$996,192	\$49,854,742

The proposed amendments include the following:

- Appropriation for \$200,000 in Fire Department overtime costs offset by new revenue from the Office of Emergency Services related to mutual aid calls throughout the State;
- Appropriation of \$65,237 in debt service payments for the Solar Project from the General Fund, partially offset by transfers from Special Funds benefiting from the project;
- Appropriation of \$598,957 from the General Fund for transfer of unspent grant monies received from the Municipal Services Corporation currently treated as a restricted reserve to the Grants Fund for use on future grant-eligible projects and programs related to economic development;

Agenda Item No. 5(D)

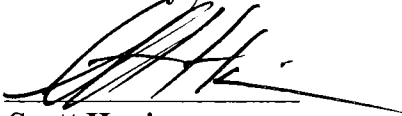
- Reauthorization of \$31,998 from prior year's unspent funds from the Vehicle Abatement Fund for the purchase of a Police Department vehicle;
- Appropriation of \$100,000 for Police staff and vehicle costs funded by the receipt of a SLESF grant; and
- Appropriations totaling \$3,168,703 approved through separate Council actions during the fiscal year.

These proposed budget amendments support the mission statement and give staff the parameters to provide programs and services to the residents of El Cerrito.

LEGAL CONSIDERATIONS

Attached is a resolution approving an amendment to the City's FY 2012-13 budget. Since no budget amendments are requested for any of the city's component units, no other resolutions are included.

Reviewed by:



Scott Hanin
City Manager

Attachments:

1. Resolution Amending the City's FY 2012-13 Budget and Annual Appropriations Limit

RESOLUTION 2013–XX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CERRITO AUTHORIZING
AMENDMENTS TO THE FY 2012-13 ANNUAL APPROPRIATIONS LIMIT

WHEREAS, On June 11, 2012, the City Council, the Pension Trust Board, and the Public Financing Authority Board adopted resolutions authorizing combined total appropriations for FY 2012-13 of \$45,689,847; and

WHEREAS, changes to the appropriations limits may be necessary throughout the year if additional spending authority is required to meet the needs of the City; and

WHEREAS, the City Council has previously approved \$3,168,703 in additional appropriations for FY 2012-13; and

WHEREAS, an additional \$996,192 in appropriation authority is required to meet FY 2012-13 year-end obligations.

NOW THEREFORE, BE IT RESOLVED that the City of Council of the City of El Cerrito amends the annual appropriations limits across funds as follows:

General Fund	\$29,956,907
Gax Tax Fund	\$1,304,324
NPDES Fund	\$440,933
Landscape and Lighting	\$1,310,864
Measure J Return to Source	\$499,814
Measure J Storm Drain	\$646,335
Measure A Parcel Tax	\$477,605
Asset Seizure	\$0
Vehicle Abatement	\$41,998
Park In Lieu Fund	\$0
Street Improvement Fund	\$1,754,232
Art in Public Places	\$0
Federal, State and Local Grants	\$3,129,402
City LMI Housing	\$1,013,134
Capital Improvements	\$4,674,852
Storm Drain Debt Service	\$523,974
Integrated Waste Management	\$2,024,449
Vehicle/Equipment Replacement	\$48,017
Employee Pension Trust Fund	\$112,500
Finance Authority- Measure A	\$557,050
Finance Authority- City Hall	\$600,000
<u>Finance Authority –Street Improvement</u>	<u>\$738,653</u>
TOTAL	\$49,854,742

BE IT FURTHER RESOLVED, that the City Council of the City of El Cerrito adopts a new combined total appropriations limit for FY 2012-13 of \$49,854,742

Agenda Item No. 5(D)

Attachment 1

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

I CERTIFY that at the regular meeting on June 4, 2013, City Council of the City of El Cerrito passed this resolution by the following vote:

AYES:

NOES:

ABSENT:

IN WITNESS of this action, I sign this document and affix the corporate seal of the City of El Cerrito on June XX, 2013.

Cheryl Morse, City Clerk

APPROVED:

Gregory B. Lyman, Mayor

DRAFT

CITY OF EL CERRITO

Fiscal Year 2013-14

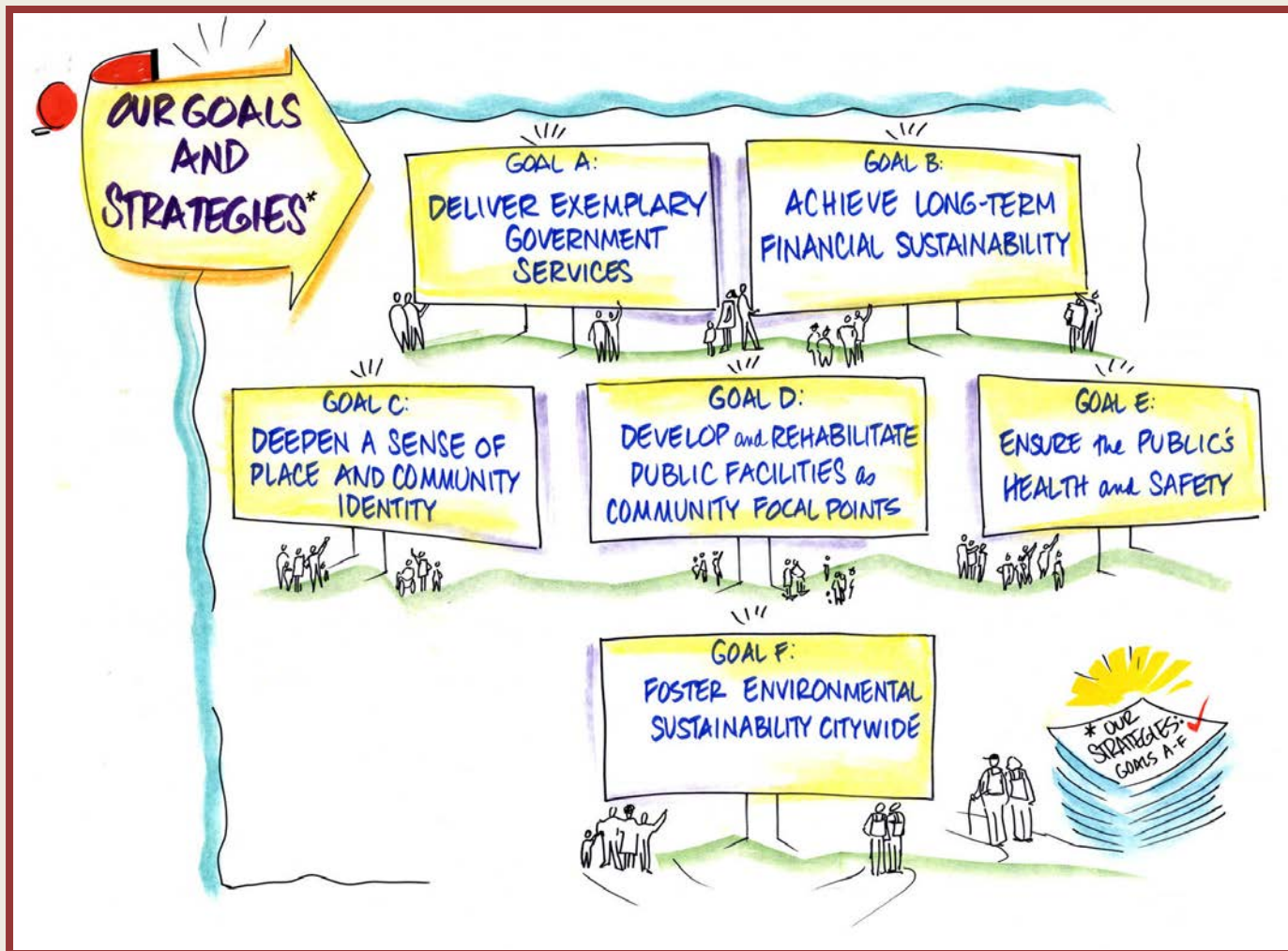
Proposed Operating Budget



AGENDA

- Budget Overview
 - Strategic Plan Goals
 - FY 2012-13 Accomplishments
 - Goals for Fiscal Year 2013-14
- City Finances
 - Operating Budget Overview
 - Key Budget Issues
 - General Fund
 - Special Funds
 - Budget Considerations
- Departmental Overviews
- City Council Next Steps

STRATEGIC PLAN GOALS



FY 2012-13 ACCOMPLISHMENTS

Deliver Exemplary Government Services

- Numerous awards and recognitions, including:
 - Parent's Press Magazine Best Spring Break Camp, Best Swimming Lessons, Best 4th of July in Contra Costa County
 - Award for Excellence in Financial Reporting, Operational Budgeting and Distinguished Budget
 - ABAG Growing Smarter Together Award and Sustainable Contra Costa Government Leadership Award for Recycling + Environmental Resource Center
- Strengthened relationships with partners, including:
 - Implemented new Intern Program for El Cerrito High School Students in collaboration with the WCCUSD
 - Initiated monthly coordinating meetings with BART to achieve TOD goals

FY 2012-13 ACCOMPLISHMENTS

Deliver Exemplary Government Services

- Extensive community engagement and interaction
 - Managed over 70,000 transactions in Recreation Department
 - Launched and continued E-Newsletters with ~4,000 subscribers
 - Supported and directed numerous special events including July 4th Celebration, Annual Egg Hunt, Golf Tournament, Halloween Haunted House and Carnival, Bike to Work Day, Earth Day Cinema in The Park
- Implemented and maintained a busy Passport Acceptance Office
- Implemented new technologies to increase efficiency and reduce costs, including:
 - Two virtual servers eliminating the need to purchase new servers and results in significant reduction in energy costs
 - Fingerprint readers and report writing software allowing police officers to prepare reports in their cars

FY 2012-13 ACCOMPLISHMENTS

Achieve Long Term Financial Sustainability

- Refinanced Storm Drain, Recycling Center, Equipment and Swim Center bonds & loans, resulting in substantial interest savings
- Prevailed in the Successor Agency's challenge of the State's July True Up Payment Demand (\$1.7M)
- Upgraded the HR/Payroll software module and the implementation of position control and position budgeting
- Completed Operations & Rate Review of East Bay Sanitary Company and executed extension of the Franchise Agreement resulting in greater revenues, increased solid waste services, and smaller rate increases

FY 2012-13 ACCOMPLISHMENTS

Achieve Long Term Financial Sustainability

- Received the award for Excellence in Financial Reporting from the Governmental Finance Officers Association (GFOA)
- Received the award for Excellence in Operational Budgeting from the California Society of Municipal Finance Officers and the Distinguished Budget Award from the GFOA
- Issued Tax Revenue Anticipation Notes in response to cash shortfall
- Improved fee based programs
 - Successfully recruited volunteers to teach fee-based classes
 - Expanded usable space and hours at Splash Park
- Successfully applied for and implemented grant-funded projects and programs

FY 2012-13 ACCOMPLISHMENTS

Deepen a Sense of Place and Community Identity

- Worked to foster local small businesses
 - Expanded Annual Entrepreneur Training and Small Business Workshop series
- Partnered to develop high-quality housing in City's Priority Development Area (PDA)
 - Completed grant agreement for Ohlone Gardens Mixed Use Housing
 - Resolved property transfer issues for Eden Housing project and began entitlement process for 63-unit affordable housing project
 - Initiated pre-entitlement phase for catalyst Transit-Oriented Development at Mayfair site adjacent to del Norte
 - Participated in CCTA PDA Working group on development of a PDA Growth and Investment Strategy

FY 2012-13 ACCOMPLISHMENTS

Deepen a Sense of Place and Community Identity

- Initiated development of citywide Urban Greening Plan
 - Launched Urban Greening Task Force and community engagement process
- Began final phase of San Pablo Avenue Specific Plan
 - Secured funding to integrate San Pablo Avenue Complete Streets and Multimodal Capital Improvement Plan
- Ongoing partnerships with community groups to improve and maintain the City's open spaces

FY 2012-13 ACCOMPLISHMENTS

Ensure the Public's Health & Safety

- Initiated social media forums such as Nixle and Twitter for information dissemination
- Organized and held active shooter training for first responders
- Organized and held full department training in use of force and firearms for enhanced readiness
- Facilitated the roll-out of EBRCS radios to all sworn personnel

FY 2012-13 ACCOMPLISHMENTS

Ensure the Public's Health & Safety

- Received a Homeland Security Grant for \$200,000 for the purchase of self-contained breathing apparatus
- Trained 3 firefighters to the level of Rescue Systems II funded by a Department of Homeland Security grant
- Completed a firefighter recruitment process and hired three new firefighters
- Received Grant for the purchase of portable radios for all of the fire departments within Contra Costa County.

FY 2012-13 ACCOMPLISHMENTS

Ensure the Public's Health & Safety

- K-9 Koda successfully passed his training and was deployed into the field
- Successfully trained newly hired officers
- Deployed the new Incident Command Vehicle during several high-profile criminal events
- Increased vacation home check program for our residents

FY 2012-13 ACCOMPLISHMENTS

Ensure the Public's Health & Safety

- Began development of Circulation Plan for Bicyclists and Pedestrian Update (to be known as the Active Transportation Plan) and the San Pablo Avenue Complete Streets Plan
- Applied for and awarded a federal Highway Safety Improvement Grant for the Arlington Boulevard Curve at Brewster Drive Improvement Project.
- As part of Measure A Street Improvement Program, designed the 2013 Street Improvement & Pavement Rehabilitation Projects
 - resurface various streets, install related improvements to curb, gutter, sidewalk, curb ramps, storm drain facilities and traffic striping

FY 2012-13 ACCOMPLISHMENTS

Ensure the Public's Health & Safety

- Completed construction of the Arlington Boulevard Safe Routes to School Improvements Project
- Began construction of the Potrero Avenue Streets Safety Improvements, Municipal Solar Procurement and Moeser & Ashbury Pedestrian and Bicycle Corridor Improvements Projects
- Bid out the Central Avenue and Liberty Street Streetscape, Ohlone Greenway Street Crossing Safety Improvements and Ohlone Greenway Natural Area and Rain Gardens Projects
- Coordinated construction of BART's Earthquake Safety Program Projects

FY 2012-13 ACCOMPLISHMENTS

Foster Environmental Sustainability Citywide

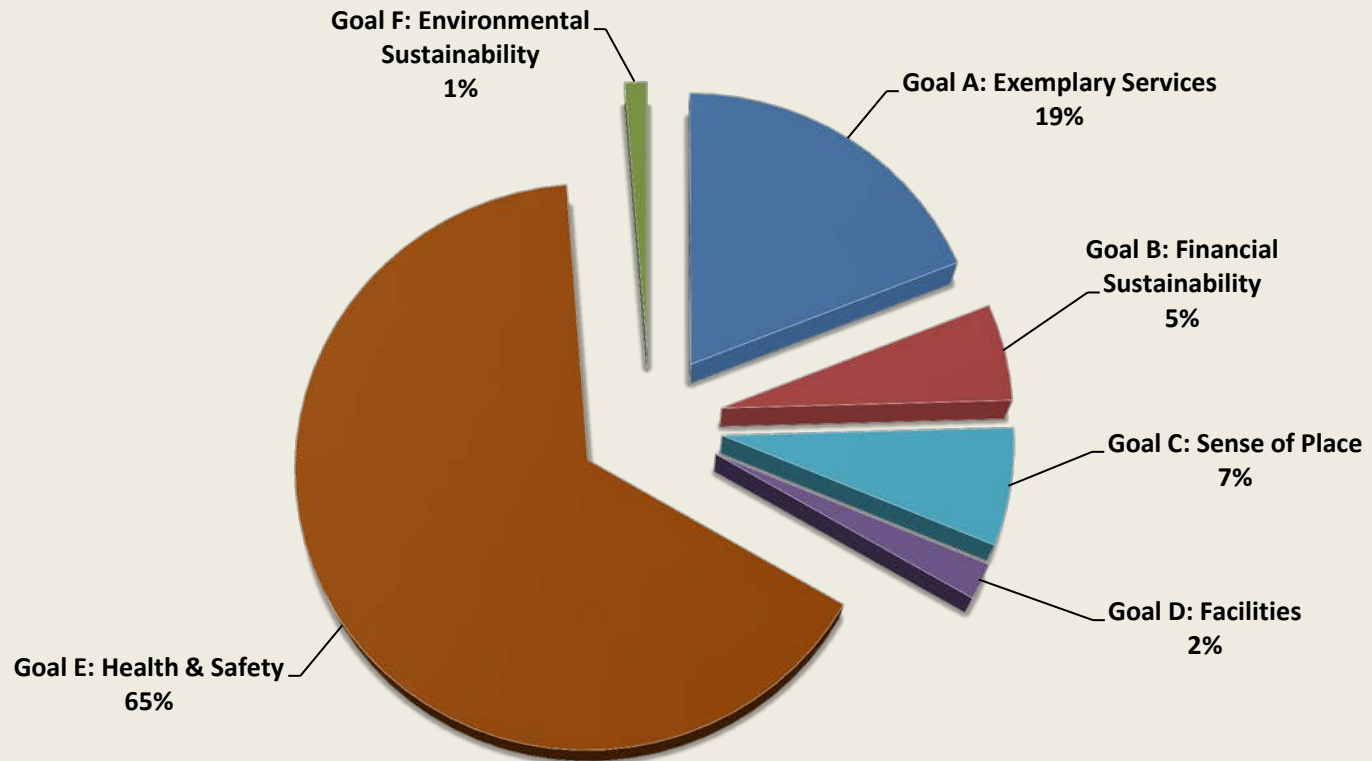
- Conducted a grant funded citywide tree inventory and implemented new tree management software
- Installed 46 Storm Drain Trash Capture Devices funded by a grant through the SF Estuary Partnership
- Completed a citywide solar procurement process
- Marketed home energy efficiency program to residents and converted Swim and Community Center outdoor lighting to LEDs
- Completed and adopted Climate Action Plan
- Selected as STAR Communities Pilot Program participant and initiated Citywide self-assessment
- Implemented Mandatory Commercial Recycling Requirements and documented 100% commercial and multi-family compliance

OVERVIEW OF STRATEGIC PLAN PROGRESS

Program or Service	Deliver Exemplary Government Services	Achieve Long-Term Financial Sustainability	Deepen a Sense of Place and Community Identity	Develop and rehabilitate public facilities as community focal points	Ensure the public's health and safety.	Foster environmental sustainability citywide
City Management						
Community Development						
Finance						
Fire						
Police						
Public Works						
Recreation						

New addition to budget book for each department.

A SNAPSHOT OF SPENDING BY GOAL

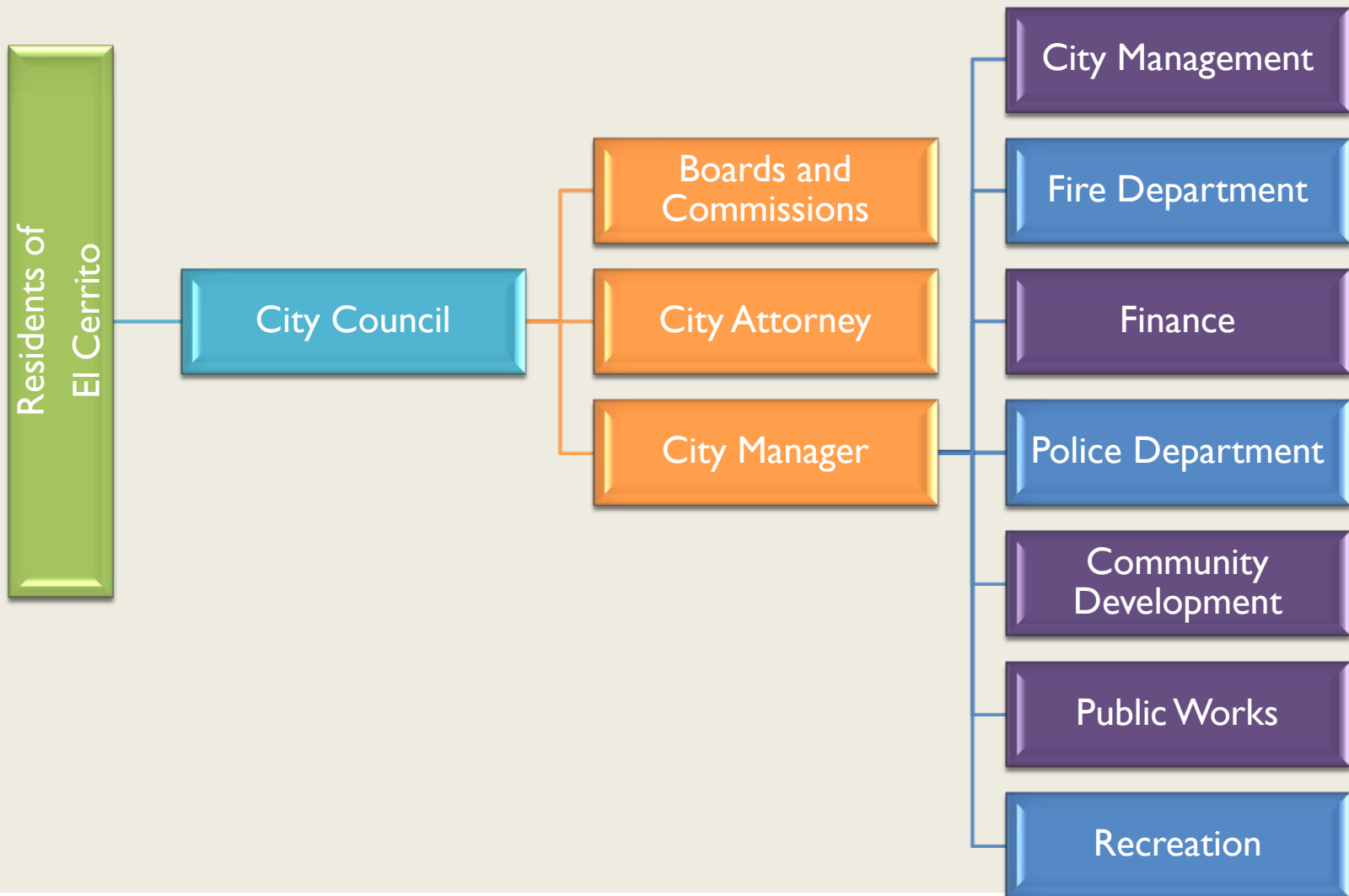


GOOD TO GREAT BUDGET CONCEPTS

■ Key Ideas Behind this Budget:

- What is our “20 Mile March” and are we hitting it?
- How do we get the right people “on the bus and in the key seats”?
- Is it time to face the “Brutal Facts”?
- Where should we place our “big bets” based on empirical validation?

CITY ORGANIZATION



CITY FINANCES

- Operating Budget
- General Fund
- Special Funds

FY 2013-14 OPERATING BUDGET – REVENUES

Revenue Category	Actual FY 2010-11	Actual FY 2011-12	Amended FY 2012-13	Proposed FY 2013-14
Taxes				
Property Taxes	\$ 10,758,992	\$ 8,396,623	\$ 6,819,452	\$ 6,322,213
Sales Taxes	5,131,749	6,560,971	6,840,000	6,093,750
Utility User Tax	3,188,260	3,163,978	3,500,000	3,605,000
Local Parcel Taxes	1,908,127	1,908,237	1,908,000	1,908,000
Franchise Taxes	982,799	1,020,930	1,050,000	1,177,000
Business License Tax	673,257	691,948	675,000	750,000
Other Taxes	635,883	592,386	662,321	702,015
Total Taxes	23,279,067	22,335,073	21,454,773	20,557,978
Licenses & Permits	562,760	518,276	669,936	606,000
Fines and Forfeitures	267,673	215,336	265,000	306,500
Use of Money and Property	490,511	494,979	483,780	451,682
Intergovernmental Revenues	9,084,889	7,958,811	10,470,357	10,157,375
Charges for Services	6,069,034	6,274,008	7,113,224	6,729,404
Other Revenues	467,454	1,751,600	499,400	266,431
Total Revenues before Transfers	40,221,388	39,548,083	40,956,470	39,075,370
Interfund Transfers	10,553,909	11,271,935	4,424,926	4,359,990
Total	\$ 50,775,297	\$ 50,820,018	\$ 45,381,396	\$ 43,435,360

FY 2013-14 OPERATING BUDGET – EXPENDITURES

The following table shows the estimated expenditures for the fiscal year 2013-14.

GENERAL FUND UPDATE

FY 2013-14 OVERVIEW

General Fund Summary Revenues + Expenditures	FY 2012 Actuals	FY 2013 Adopted	FY 2013 Amended	FY 2013 Projected Update 5/20/13	FY 2013-14 Proposed
<i>Beginning Restricted Balance</i>		\$598,957	\$598,957	\$598,957	
<i>Beginning Unassigned Balance</i>	\$6,434,405	\$2,608,745	\$2,608,745	\$2,608,745	\$2,909,552
Total Revenues	\$29,298,213	\$29,192,110	\$29,192,110	\$29,396,433	\$28,479,079
Total Expenses	\$32,524,916	\$29,020,023	\$29,090,923	\$29,095,626	\$28,453,592
Personnel				\$22,954,537	\$22,182,379
Non-Personnel				\$6,141,089	\$6,271,213
Annual Balance/Shortfall	(\$3,226,703)	\$172,087	\$101,187	\$300,807	\$25,487
Transfer Restricted Fund Balance (MSC - Grants (221))				(\$598,957)	
Ending Fund Balance/Deficit	\$3,207,702	\$3,379,789	\$3,308,889	\$2,909,552	\$2,935,039
Ending Reserve Percent	9.86%	11.65%	11.37%	10.00%	10.32%

*** FY 2013 Projected includes \$598,957 transfer to Grant Fund

GENERAL FUND UPDATE

FY 2013-14 YEAR END REVENUE PROJECTIONS

General Fund Revenues	FY 2012 Actuals	FY 2013 Amended	FY 2013 Projected	FY 2014 Proposed
Property Taxes	\$5,685,841	\$6,038,300	\$6,055,633	\$6,322,213
Sales Taxes	\$3,449,617	\$3,910,000	\$3,932,521	\$2,997,750
Utility Users Taxes	\$3,163,978	\$3,500,000	\$3,500,000	\$3,605,000
Other Taxes	\$1,885,422	\$1,904,900	\$1,962,097	\$2,121,900
Interim Sales Tax	\$1,564,811	\$1,545,000	\$1,545,000	\$1,596,000
Total Taxes	\$15,749,670	\$16,898,200	\$16,995,251	\$16,642,863
Fees for Services	\$9,936,538	\$10,964,194	\$10,649,515	\$10,513,990
Interest, Transfers & Other Revenue	\$3,612,006	\$1,329,716	\$1,751,667	\$1,322,226
Total Other Revenues	\$13,548,544	\$12,293,910	\$12,401,182	\$11,836,216
Total Revenues	\$29,298,213	\$29,192,110	\$29,396,433	\$28,479,079

GENERAL FUND UPDATE

FY 2012-13 YEAR END EXPENDITURE PROJECTIONS

General Fund Expenditures	FY 2012 Actuals	FY 2013 Amended	FY 2013 Projected	Budget Variance	FY 2014 Proposed
Personnel	\$22,619,755	\$22,759,903	\$22,954,537	(\$194,634)	\$22,182,379
Non-Personnel					
Purchased Professional & Technical Services	\$2,185,665	\$2,516,840	\$2,441,335	\$75,505	2,299,700
Property Services/Other Services	\$2,014,613	\$2,102,130	\$2,039,066	\$63,064	2,143,382
Supplies	\$660,926	\$650,850	\$631,325	\$19,526	640,150
Property & Capital	\$229,826	\$252,500	\$244,925	\$7,575	238,500
Other Objects	\$102,395	\$74,600	\$50,339	\$24,261	218,073
Transfers From Other Funds (Indirects)	\$761,737	\$734,100	\$734,100	\$0	731,408
Total Non-Personnel	\$5,955,161	\$6,331,020	\$6,141,089	\$189,931	\$6,271,213
Total Expenditures before Land Xfer	\$28,574,916	\$29,090,923	\$29,095,626		
1X Transfer of Land Held for Redevelopment	\$3,950,000				
Total Expenditures	\$32,524,916	\$29,090,923	\$29,095,626	(\$4,703)	\$28,453,592

RECENT STAFFING THROUGH THE CURRENT FISCAL YEAR

	FY 09-10		FY 10-11		FY 11-12		FY 12-13	
	Approved	Actual	Approved	Actual	Approved	Actual	Approved	Actual
City Council	5	5	5	5	5	5	5	5
City Management	7	7	7	7	7	7	7	7
Administrative Services	7.8	7	7.8	7	7.8	7	7.8	7
Economic Development	5	5	4	4	4	4	4	3
Environmental and Development Services	22	19	20	17	20	19	21	16
Fire	37	36	37	34	37	34	37	34
Police	56.55	55.55	56.55	52.55	56.55	53.55	56.55	50
Public Works	14.25	12.25	14.25	13.25	14.25	14.25	14.25	9
Recreation	38	36	38	34	38	34	38	32
Total	192.6	182.8	189.6	173.8	189.6	177.8	190.6	163
Vacant Positions		9.8		15.8		11.8		27.6

PROPOSED STAFFING FY 13-14

	FY 13-14		
	Requested	Actual	Vacant
City Council	5	5	0
City Management	9	9	0
Finance Department	6	6	0
Community Development	13.5	12.5	1
Fire	37	33	4
Police	56.4	55.4	1
Public Works	23.8	20.8	3
Recreation	23	22	1
Total	173.7	163.7	10.0

- Since FY 10, 19 previously approved positions have been eliminated (10%)
- 10 of the requested positions will remain vacant in FY 13-14 (6%)
- Approximately 10.4% reduction in staffing in five years.

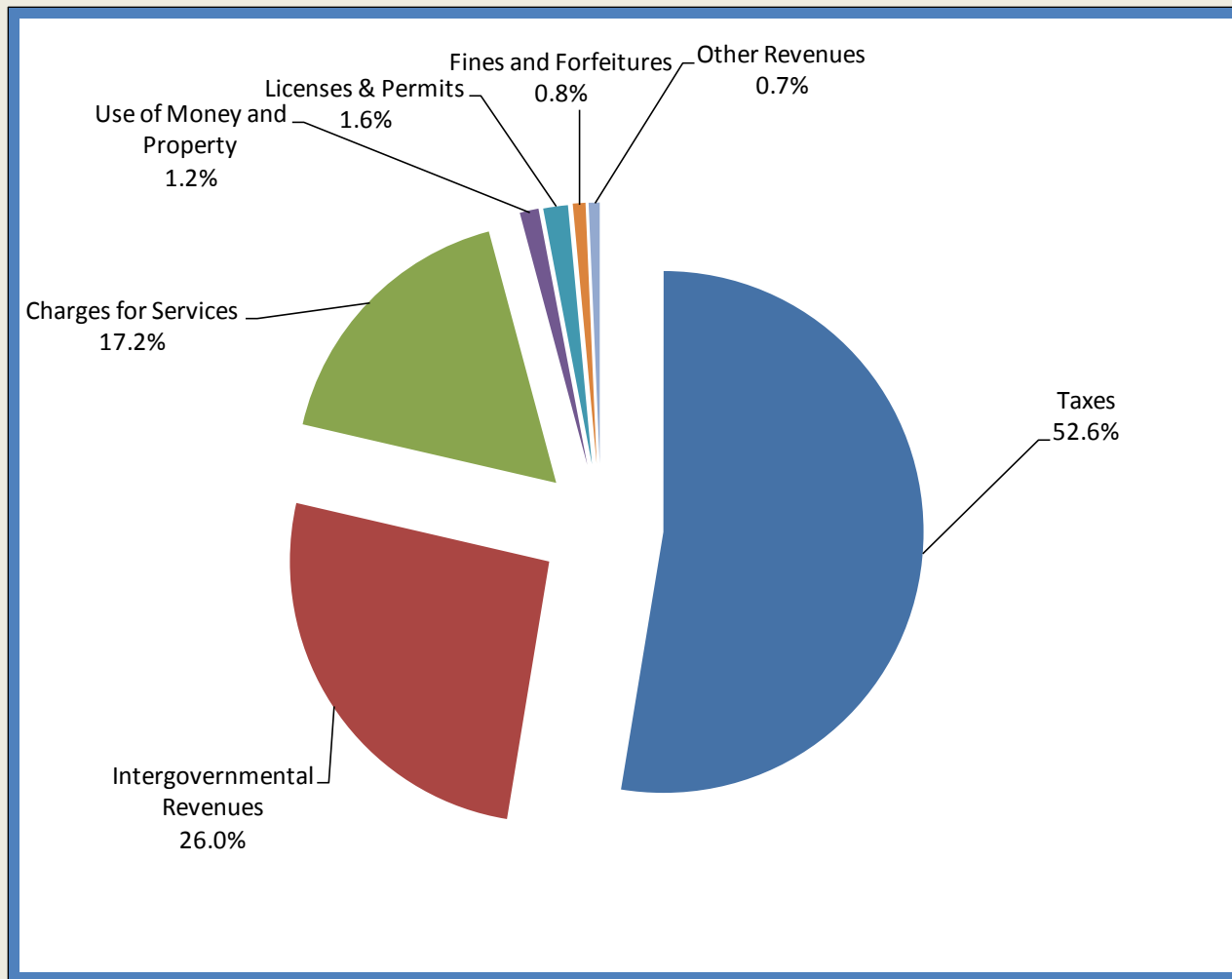
DISSOLUTION OF REDEVELOPMENT STILL LINGERS

- Potential General Fund impact of redevelopment dissolution = \$600,000.
- Program Fees from MSC of \$757,000 budgeted and paid to City through MSC reserves this fiscal year; but Department of Finance disallowed reimbursement.
- MSC will pre-fund FY13/14 \$600,000 shortfall through prior grant in expectation of second disallowance of funding agreement.
- City initiated litigation against State Department of Finance to reverse attempted “claw back” of \$1.7 million of City funds.
- City Council to consider second lawsuit against State Department of Finance in June.

OVERALL OPERATING REVENUES

Revenue Category	Actual FY 2010-11	Actual FY 2011-12	Amended FY 2012-13	Proposed FY 2013-14
Taxes				
Property Taxes	\$ 10,758,992	\$ 8,396,623	\$ 6,819,452	\$ 6,322,213
Sales Taxes	5,131,749	6,560,971	6,840,000	6,093,750
Utility User Tax	3,188,260	3,163,978	3,500,000	3,605,000
Local Parcel Taxes	1,908,127	1,908,237	1,908,000	1,908,000
Franchise Taxes	982,799	1,020,930	1,050,000	1,177,000
Business License Tax	673,257	691,948	675,000	750,000
Other Taxes	635,883	592,386	662,321	702,015
Total Taxes	23,279,067	22,335,073	21,454,773	20,557,978
Licenses & Permits	562,760	518,276	669,936	606,000
Fines and Forfeitures	267,673	215,336	265,000	306,500
Use of Money and Property	490,511	494,979	483,780	451,682
Intergovernmental Revenues	9,084,889	7,958,811	10,470,357	10,157,375
Charges for Services	6,069,034	6,274,008	7,113,224	6,729,404
Other Revenues	467,454	1,751,600	499,400	266,431
Total Revenues before Transfers	40,221,388	39,548,083	40,956,470	39,075,370
Interfund Transfers	10,553,909	11,271,935	4,424,926	4,359,990
Total	\$ 50,775,297	\$ 50,820,018	\$ 45,381,396	\$ 43,435,360

OVERALL OPERATING REVENUES



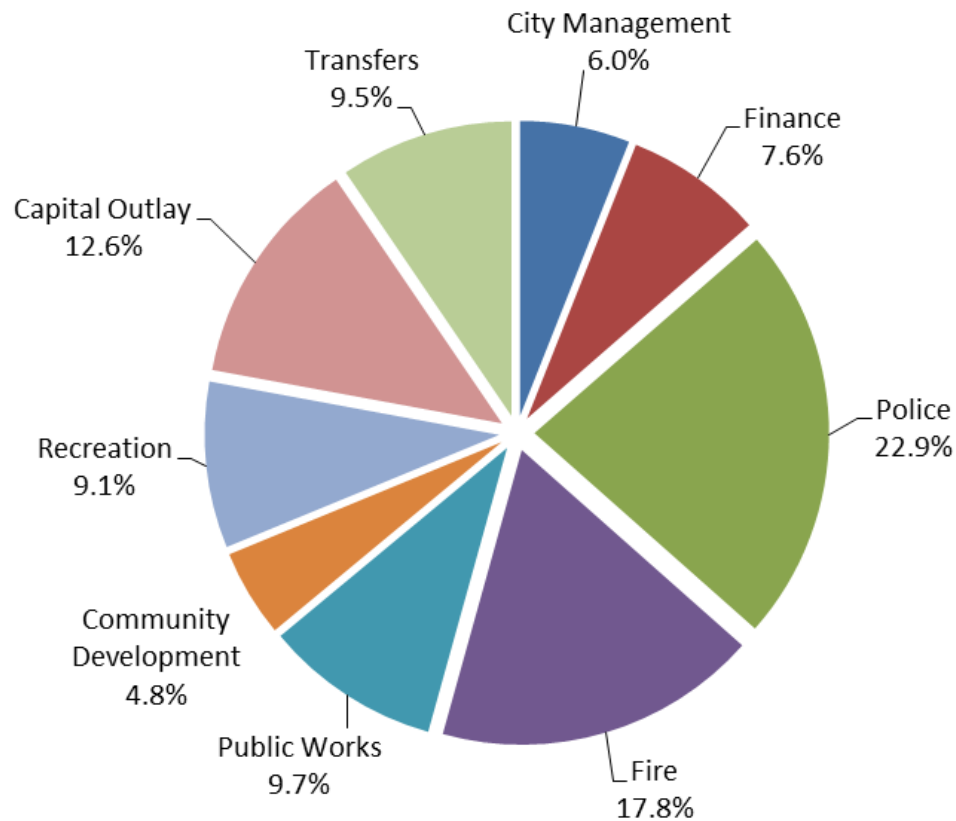
KEY REVENUE ASSUMPTIONS

- General Fund revenues decline by \$300,000 from FY 2012-13 projected revenues
- Licenses & Permits decrease of \$63,936 is attributable to Building Fees
- The budget amount for Fines and Forfeitures has been adjusted more closely match with actual collections.
- Use of Money & Property includes changes in fund transfers.
- Charges for services include an approved 3% fee increase for most fees

OPERATING BUDGET BY DEPARTMENT

Department	Actual FY2010-11	Actual FY2011-12	Amended FY2012-13	Proposed FY2013-14
City Management	\$ 2,557,086	\$ 2,685,267	\$ 2,574,294	\$ 2,762,692
Finance	3,269,461	4,333,064	3,022,493	3,466,881
Police	9,236,699	10,106,417	10,981,313	10,507,068
Fire	7,330,512	10,708,768	10,041,459	8,146,261
Public Works	5,129,460	5,311,382	5,630,489	4,424,688
Community Development	5,523,711	2,983,548	2,789,943	2,200,594
Recreation	4,099,377	4,168,183	4,177,180	4,175,483
Capital Outlay	8,950,897	1,709,469	5,214,663	5,763,815
Total Before Transfers	46,097,203	42,006,098	44,431,834	41,447,482
Transfers	16,539,590	10,229,261	4,424,926	4,359,990
Total Expenditures	\$ 62,636,794	\$ 52,235,359	\$ 48,856,760	\$ 45,807,472

OPERATING EXPENDITURE OVERVIEW



KEY EXPENDITURE ASSUMPTIONS

Personnel Assumptions

- Increase in PERS rates by approximately 2%
- Increase in Health & Dental rates by 17%
- COLA increases per collective bargaining agreements; SEIU 3.25%, PEA 3% (average), IAFF 1% (average)
- No reductions to current filled staff positions are proposed
- 19 positions have been eliminated
- 10 vacancies will remain
- All collective bargaining agreements have been followed with no additional concessions from employees

KEY EXPENDITURE ASSUMPTIONS

Personnel Assumptions

- Overall salary savings of approximately \$570,000 in Police due to recruitment and retention trends, reorganization and vacant records supervisor position.
- Significant portion of the salary savings (~\$440,000) is equivalent to three officers in the Police Department based on current and likely future vacancies. Should the Department recruit and retain more officers than assumed in the projections, the budget may need to be modified to reflect the reduced salary savings and higher than anticipated headcount.
- The Fire Department, while fully staffed operationally with three recent hires, will rely on overtime rather than fill the three authorized “coverage” positions, similar to recent years (results in approximate \$150,000 in savings).

EXPENDITURE ASSUMPTIONS

Non-Personnel Assumptions

- Capital projects funded outside of the General Fund will progress as planned but no General Fund contributions are included for capital
- Contract help in certain areas will continue or increase until revenues stabilize at a sustainable level
- Liability and property insurance cost increase of approximately \$270,000
- Increase in debt service payments for solar project offset by likely decrease in utility costs
- No use of unrestricted General Fund reserves
- Approximately \$600,000 of economic development related expenses are offset by a prior grant from the Municipal Services Corporation

OVERVIEW OF REORGANIZATION

- The Community Development Department, formerly Environmental & Development Services Department, has been reorganized
 - Two Divisions: Planning and Building; Community Sustainability
 - Economic Development & Housing Division moved from City Manager's Office to Community Sustainability Division
- Recycling and Solid Waste Management functions housed in the Environmental Services Division moved to Public Works Department.
 - New Operations and Environmental Services Division (OESD) includes maintenance as well as recycling and waste management services
- Contract Janitorial services previously housed in the Public Works Department have been moved to the Recreation Department
- Administrative Services Department has been eliminated and replaced by a Finance Department and the Human Resources Division has moved to the City Manager's Office

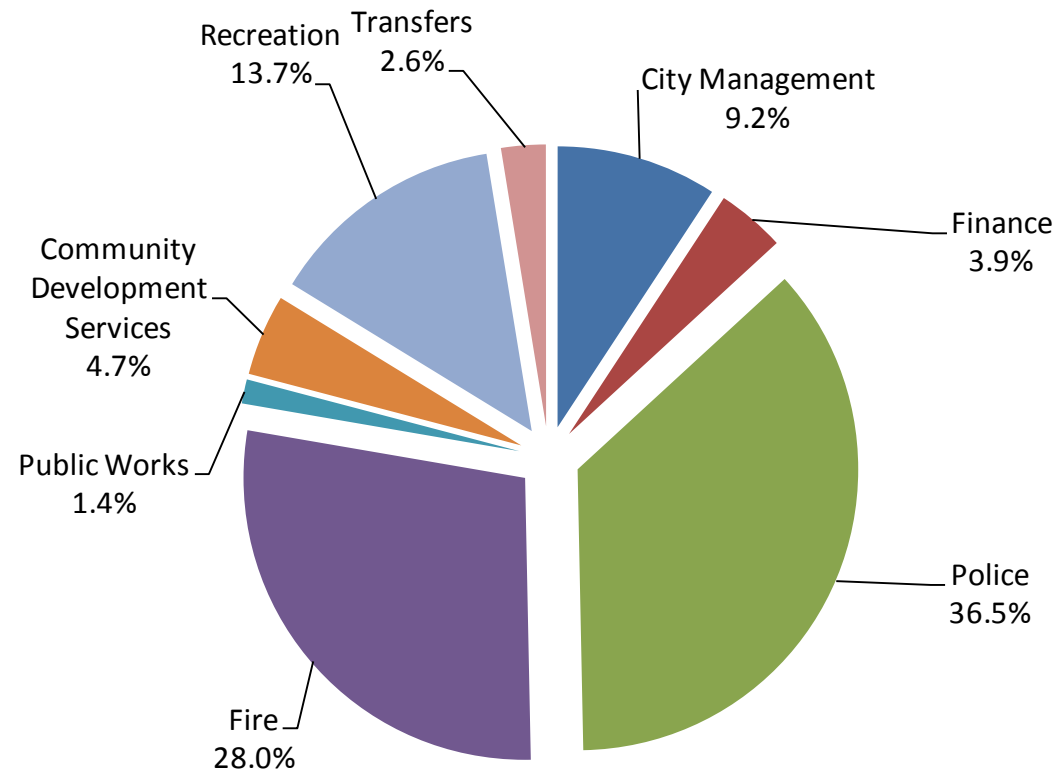
GENERAL FUND REVENUE PROJECTIONS

Revenue Category	Actual FY 2010-11	Actual FY2011-12	Amended FY 2012-13	Proposed FY 2013-14
Taxes				
Property Taxes	\$ 5,780,491	\$ 5,685,841	\$ 6,038,300	\$ 6,322,213
Sales Taxes	3,755,921	5,014,429	5,455,000	4,593,750
Utility User Tax	3,188,260	3,163,978	3,500,000	3,605,000
Franchise Taxes	982,799	1,020,930	1,050,000	1,177,000
Business License Tax	673,257	691,948	675,000	750,000
Other Taxes	169,373	172,544	179,900	194,900
Total Taxes	14,550,101	15,749,670	16,898,200	16,642,863
Licenses & Permits	562,760	518,276	669,936	606,000
Fines and Forfeitures	267,673	215,336	265,000	306,500
Use of Money and Property	301,328	283,951	331,080	315,700
Intergovernmental Revenues	4,592,543	4,770,474	4,818,362	4,900,128
Charges for Services	4,312,389	4,432,452	5,210,896	4,701,362
Other Revenues	331,258	111,151	273,700	202,147
Interfund Transfers	5,420,688	3,216,904	724,936	804,379
Total Revenues	\$ 30,338,740	\$ 29,298,213	\$ 29,192,110	\$ 28,479,079

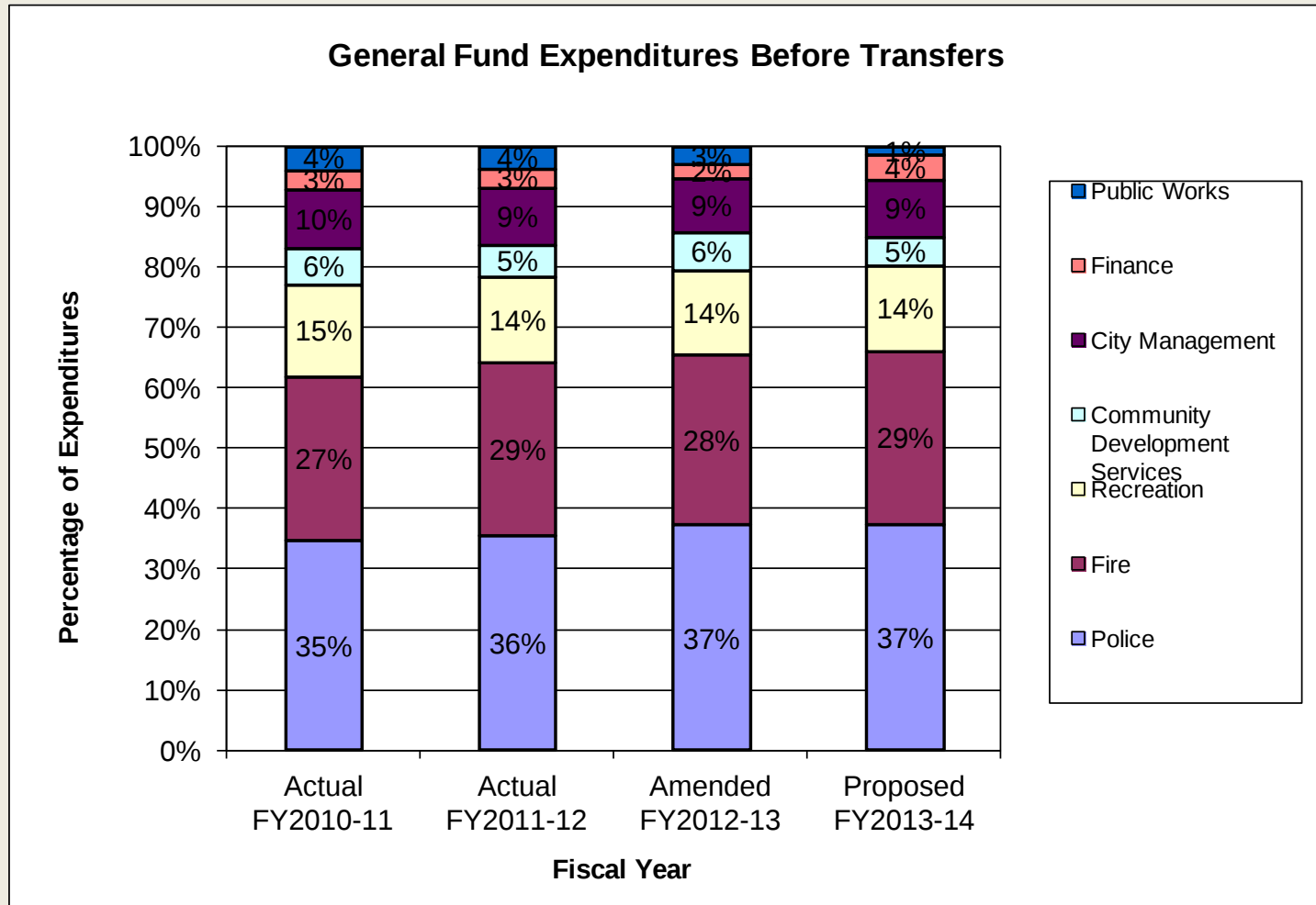
GENERAL FUND EXPENDITURE PROJECTIONS

Department	Actual FY2010-11	Actual FY2011-12	Amended FY2012-13	Proposed FY2013-14
City Management	\$ 2,490,143	\$ 2,614,045	\$ 2,504,659	\$ 2,631,140
Finance	876,950	923,606	660,566	1,119,705
Police	9,075,229	9,910,485	10,604,313	10,384,068
Fire	7,134,729	7,935,101	7,965,445	7,977,729
Public Works	997,709	986,862	836,890	392,225
Community Development	1,598,718	1,432,331	1,776,809	1,326,688
Recreation	3,957,215	4,010,750	4,008,141	3,890,629
Transfers	756,858	4,711,737	734,100	731,408
Total	\$ 26,887,550	\$ 32,524,916	\$ 29,090,923	\$ 28,453,592

OVERVIEW OF GENERAL FUND EXPENDITURES



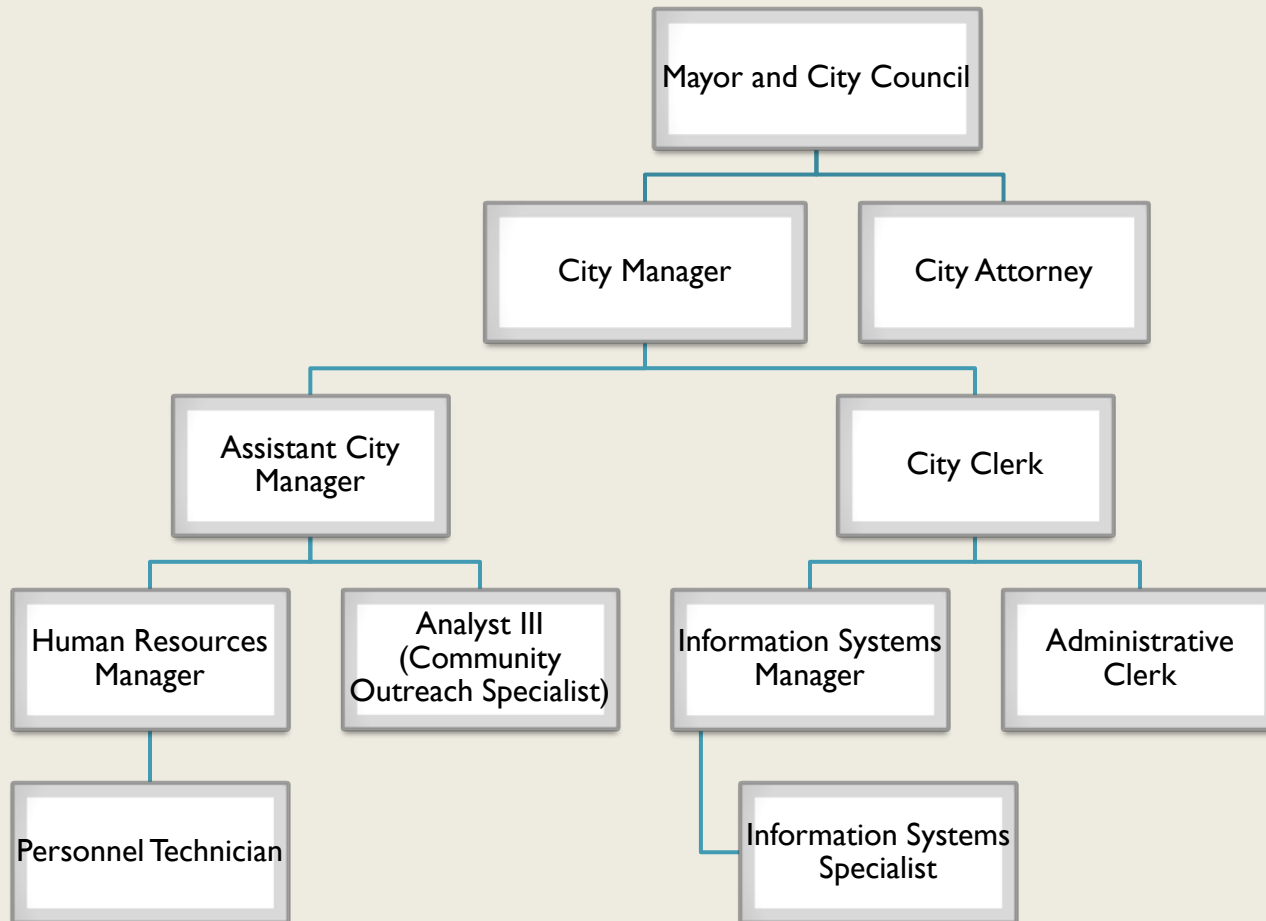
GENERAL FUND EXPENDITURES BY DEPARTMENT OVER TIME (NET OF TRANSFERS)



ITEMS CONSIDERED, BUT NOT INCLUDED

- Development of a restricted reserve fund, primarily for one-time needs and not utilized for cash flow
- An additional increase in general fund reserves
- Development of a capital facilities reinvestment fund to identify funds for the repair and replacement of our aging facilities
- An update of our library needs assessment and preliminary architectural services
- Increased library hours
- An update of our cost allocation model and fee study
- Some additional financial support for our playfields and playgrounds, and,
- A Cost of Living Adjustment for management and unrepresented employees

CITY MANAGEMENT

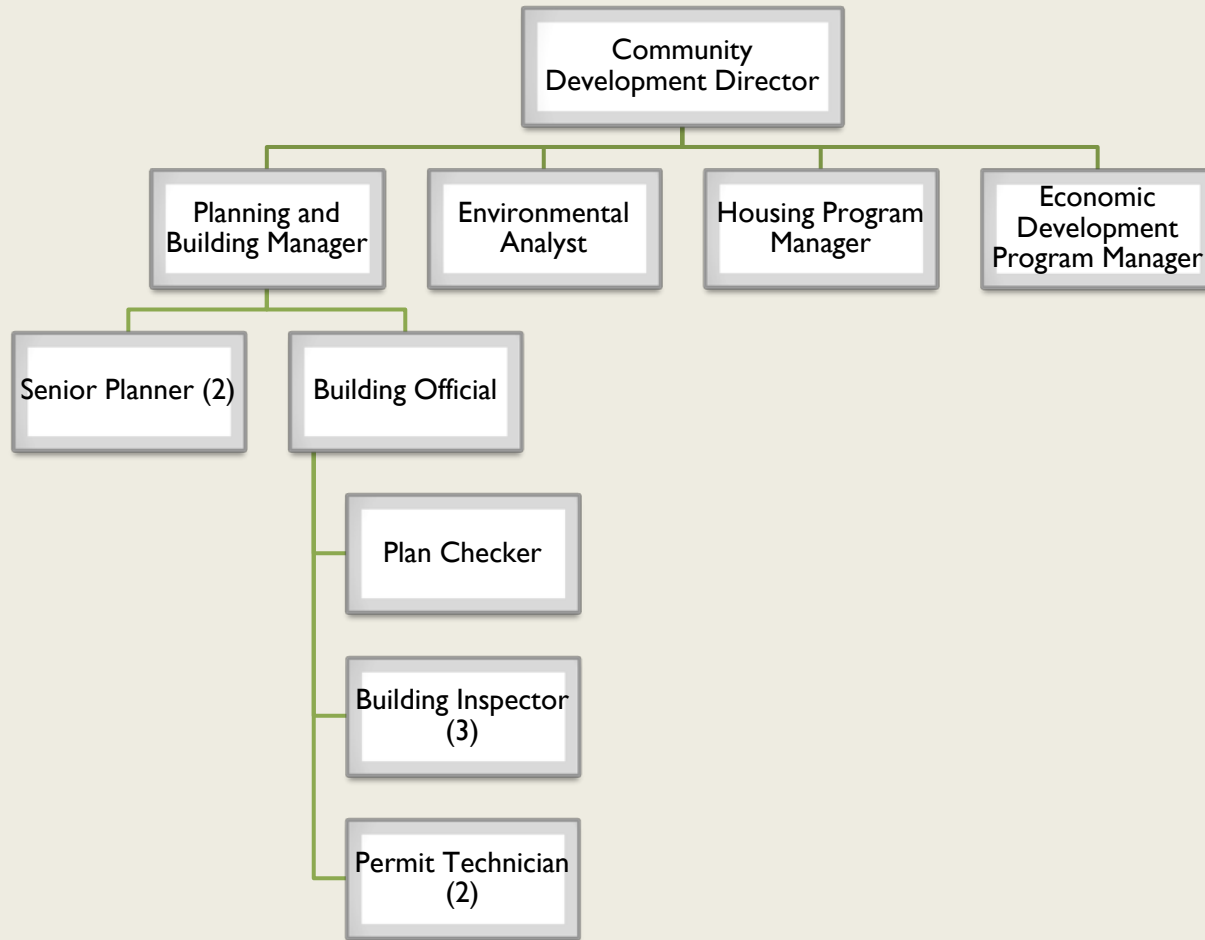


CITY MANAGEMENT BUDGET

Department	Actual FY2010-11	Actual FY2011-12	Amended FY2012-13	Proposed FY2013-14
City Council	\$ 83,576	\$ 95,778	\$ 73,783	\$ 68,914
City Manager	797,883	820,412	835,323	762,469
City Attorney	321,082	357,541	300,000	275,000
City Clerk	234,129	221,031	255,602	270,737
Human Resources	785,953	839,351	746,575	987,167
Information Services	334,462	351,155	363,011	398,405
Total Expenditures	\$ 2,557,086	\$ 2,685,267	\$ 2,574,294	\$ 2,762,692

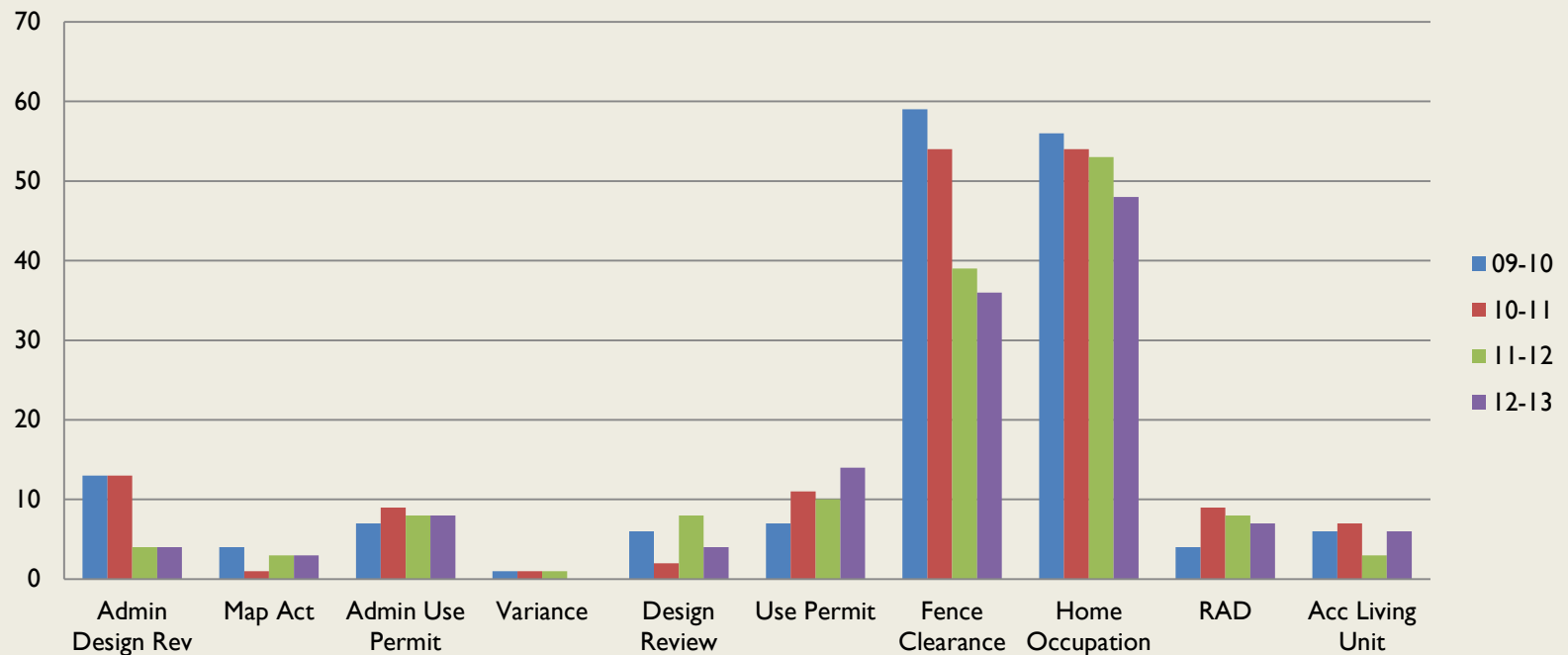
- No personnel additions in City Management
- City Manager professional services reduced to account for completion of Strategic Plan and citizen survey
- City Attorney reduced due to improved cost controls related to workload
- Liability and property insurance cost increase of approximately \$270,000 in HR

COMMUNITY DEVELOPMENT DEPARTMENT



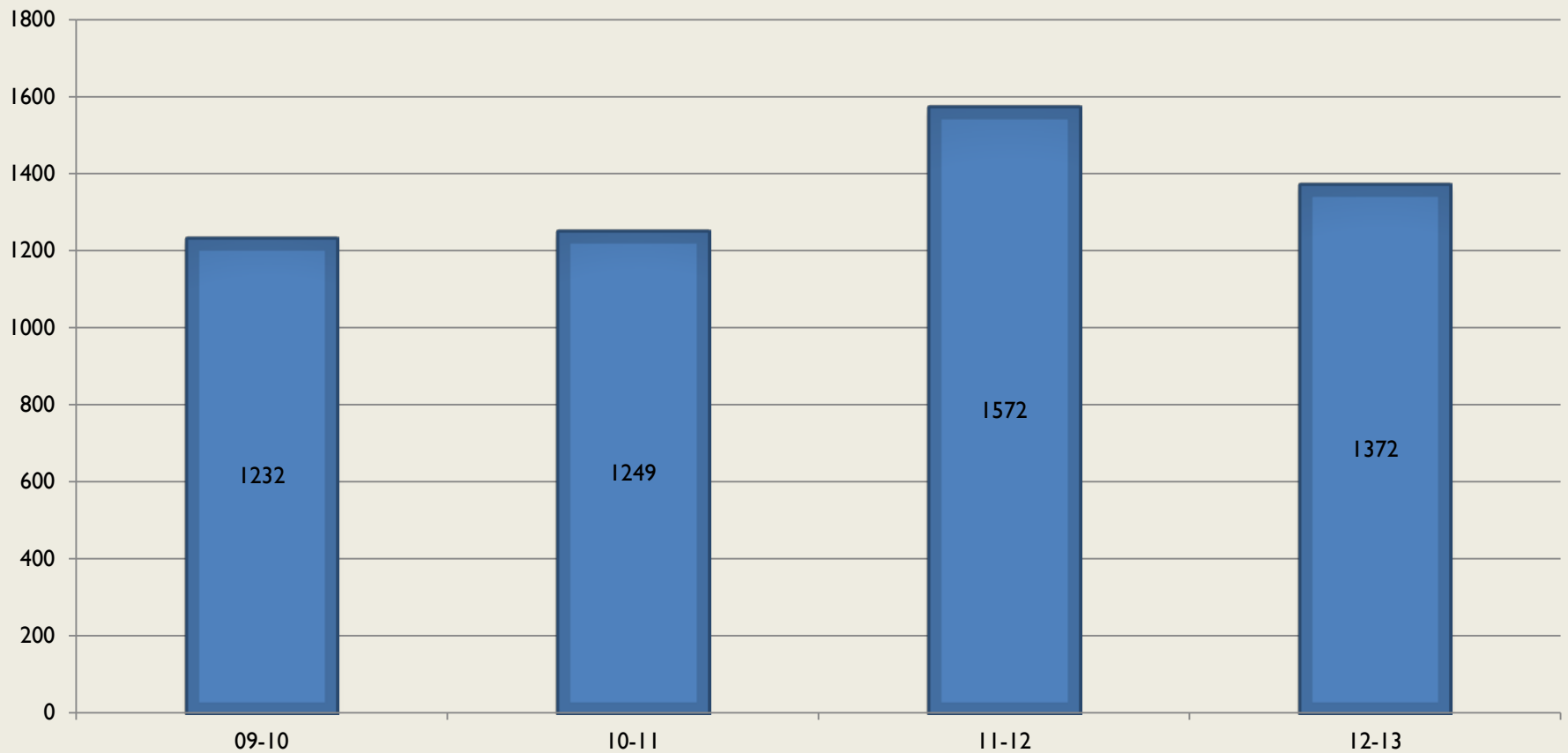
PLANNING – WORKLOAD HIGHLIGHTS

Planning Permits by Fiscal Year



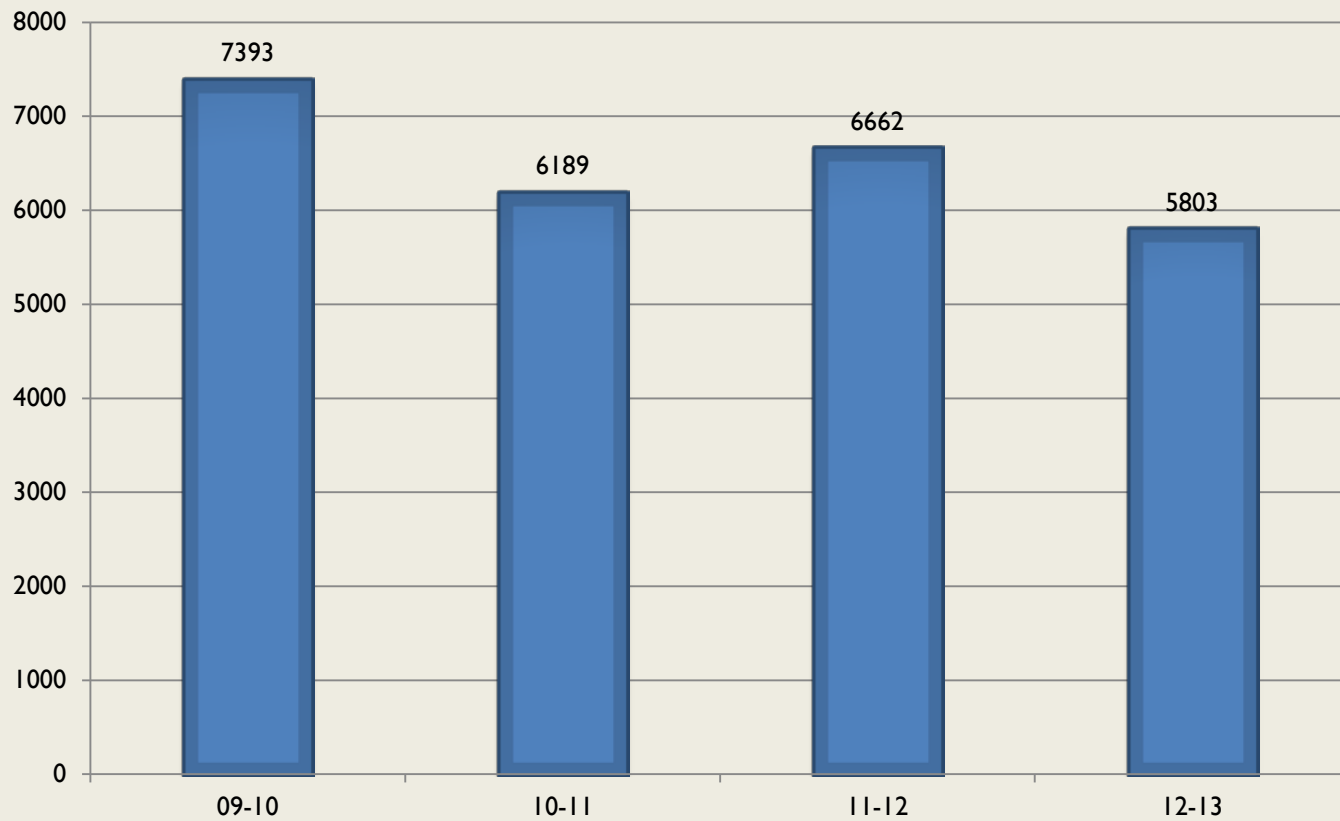
BUILDING WORKLOAD HIGHLIGHTS

Building Permits Issued by Fiscal Year



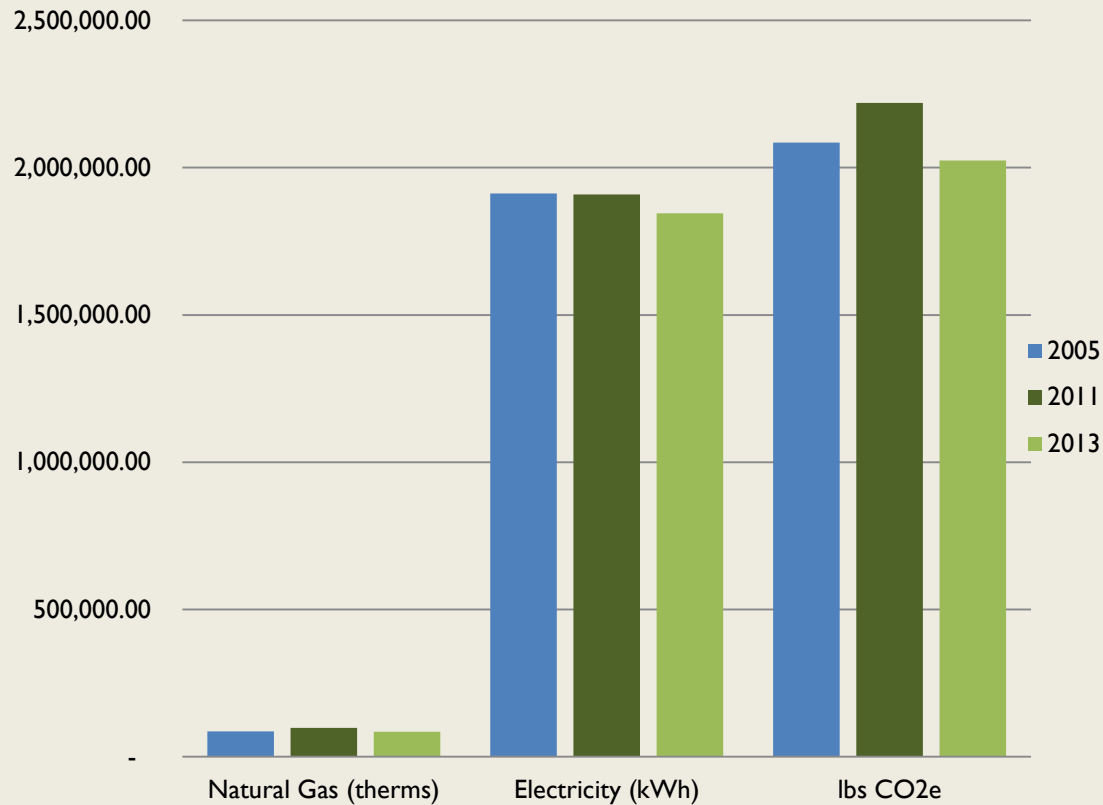
BUILDING WORKLOAD HIGHLIGHTS

Annual Inspections



COMMUNITY SUSTAINABILITY HIGHLIGHTS

Annual Municipal Energy Use
12 month period ending March 31



COMMUNITY SUSTAINABILITY HIGHLIGHTS

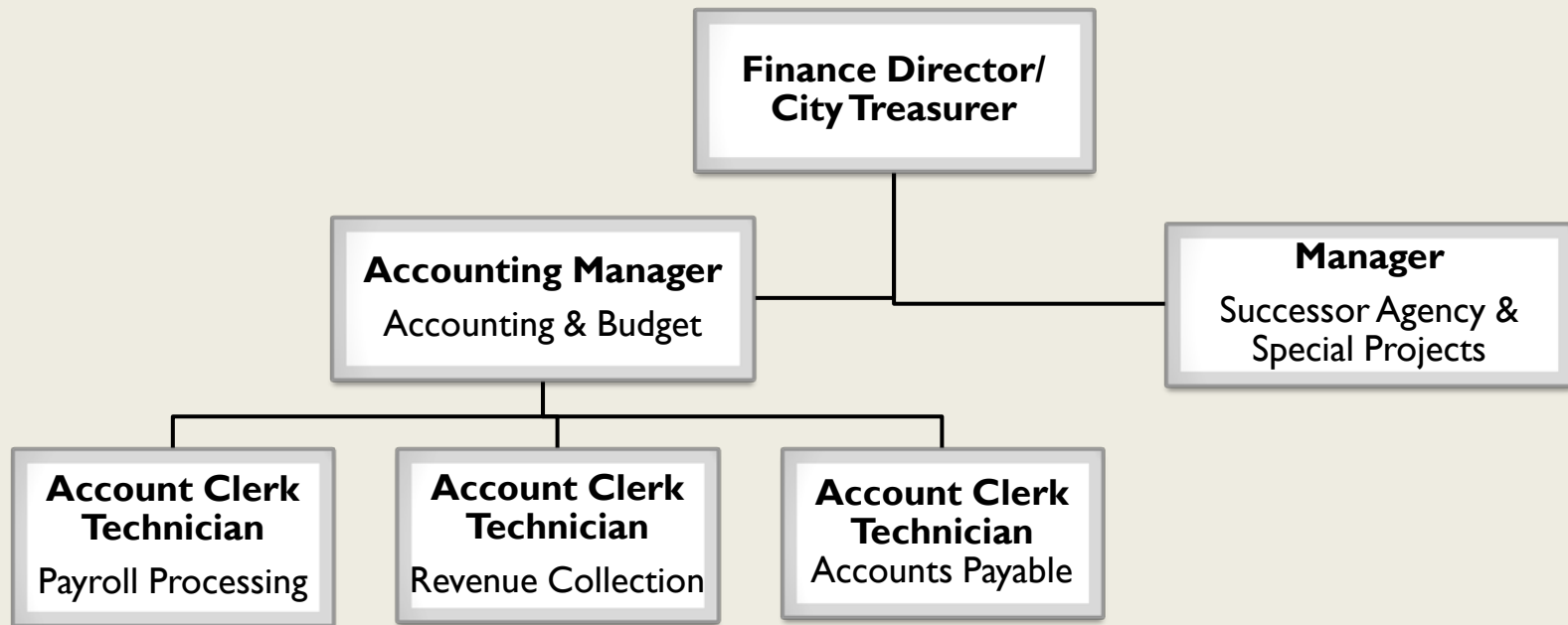
Community Engagement Statistics				
Community Input	Meetings	9	Participants	146
	Climate Action Plan Public Comment Meetings			
	Urban Greening Plan Task Force			
	Ohlone Greenway Natural Area Public Meetings			
Special Events and Workshops	Workshops/ Events	27	Participants	466
	Entrepreneur Training Series			
	Small Business Workshop Series			
	Less Toxic Pesticide Workshop			
	Bike to Work Day			
	Family Cycling Workshop			
Totals	Meetings/Events	36	Participants	612

COMMUNITY DEVELOPMENT BUDGET

Department	Actual FY2010-11	Actual FY2011-12	Amended FY2012-13	Proposed FY2013-14
Economic Development	\$ 16,789,948	\$ 7,847,325	\$ 1,392,444	\$ 696,838
Planning	459,019	481,020	516,008	693,478
Building Services	935,934	781,720	881,491	810,278
Total Expenditures	\$ 18,184,901	\$ 9,110,064	\$ 2,789,943	\$ 2,200,594

- Better interdepartmental coordination to reduce overall positions and increase customer service and community outcomes
- Reduced staff; use of professional services for special projects, including one-time grant-funded capital or planning projects
- Environmental Services functions combined with Public Works Operations/Maintenance; Sustainability integrated into Community Development
- Reduced FTE in combined departments
- Increased reliance on outside funding to achieve goals requires vigilant monitoring and readiness on behalf of staff

FINANCE DEPARTMENT

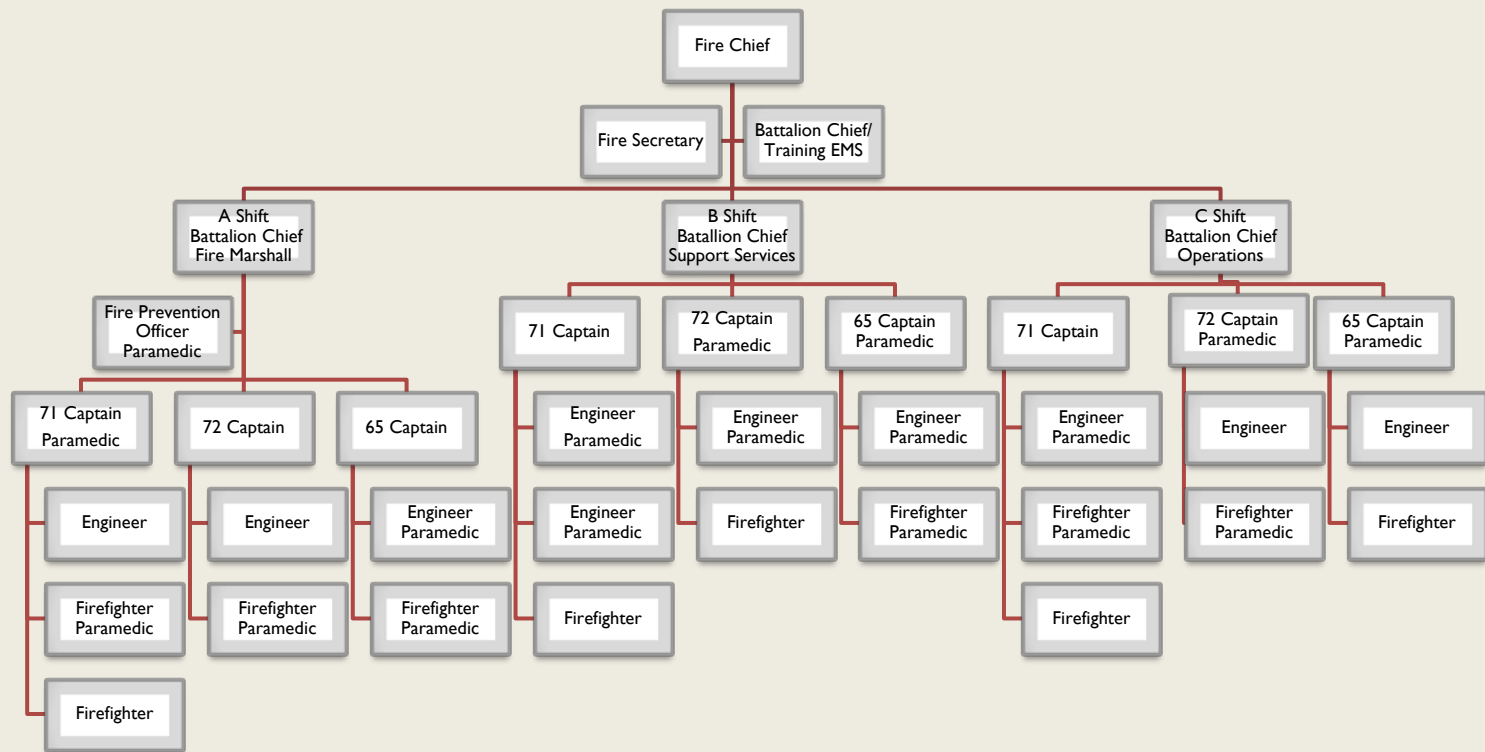


FINANCE DEPARTMENT BUDGET

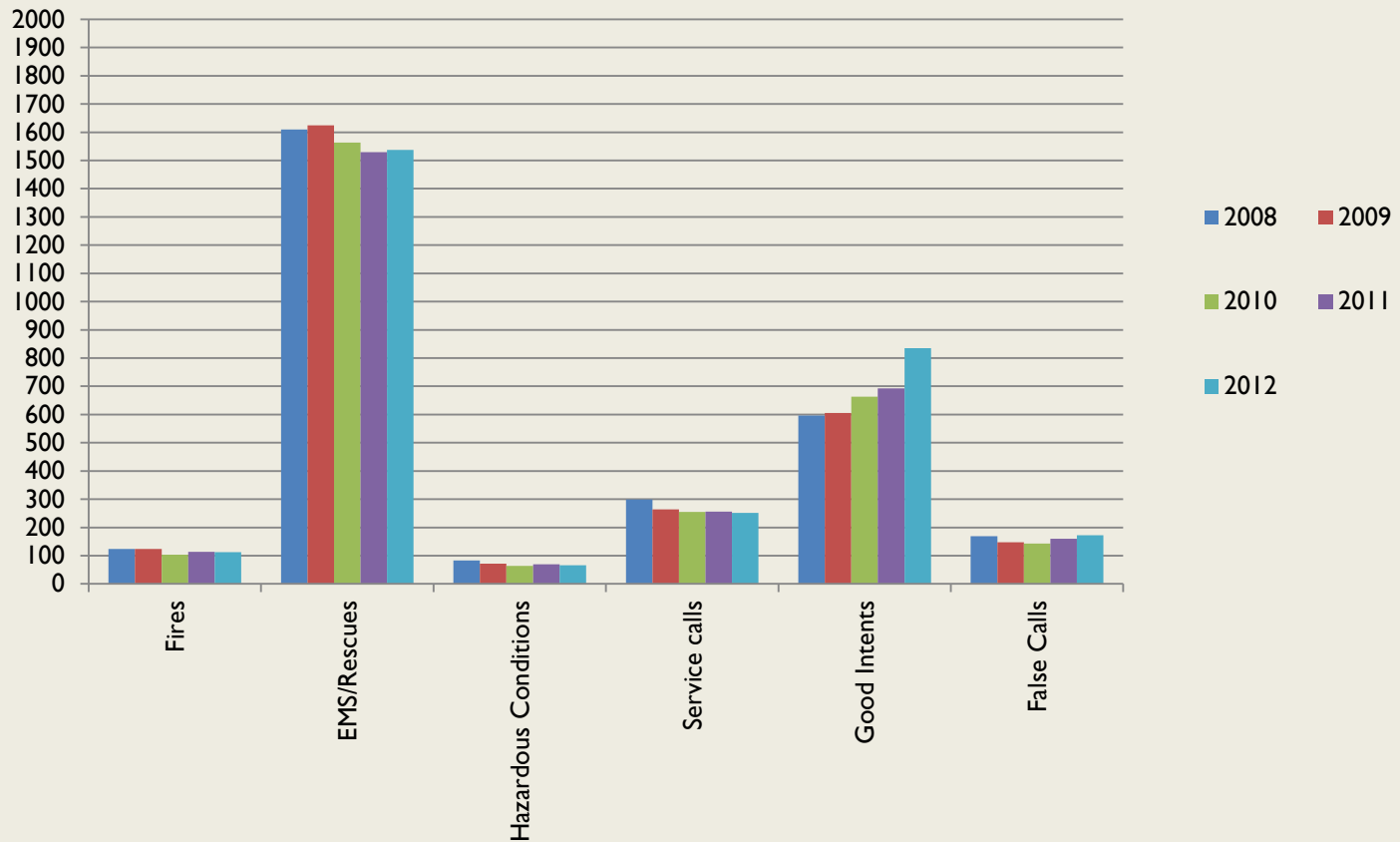
Department	Actual FY2010-11	Actual FY2011-12	Amended FY2012-13	Proposed FY2013-14
Finance	\$ 6,453,290	\$ 7,436,388	\$ 6,421,298	\$ 6,965,659
Total Expenditures	\$ 6,453,290	\$ 7,436,388	\$ 6,421,298	\$ 6,965,659

- Costs increased related to payments for solar procurement, offset by utility decrease in department budgets
- Staff expenses increased with transfer of position from economic development
- FY 13 budget reduced by citywide salary savings related to service credit purchase program

FIRE DEPARTMENT



FIRE WORKLOAD HIGHLIGHTS



FIRE WORKLOAD HIGHLIGHTS

Public Education Contacts

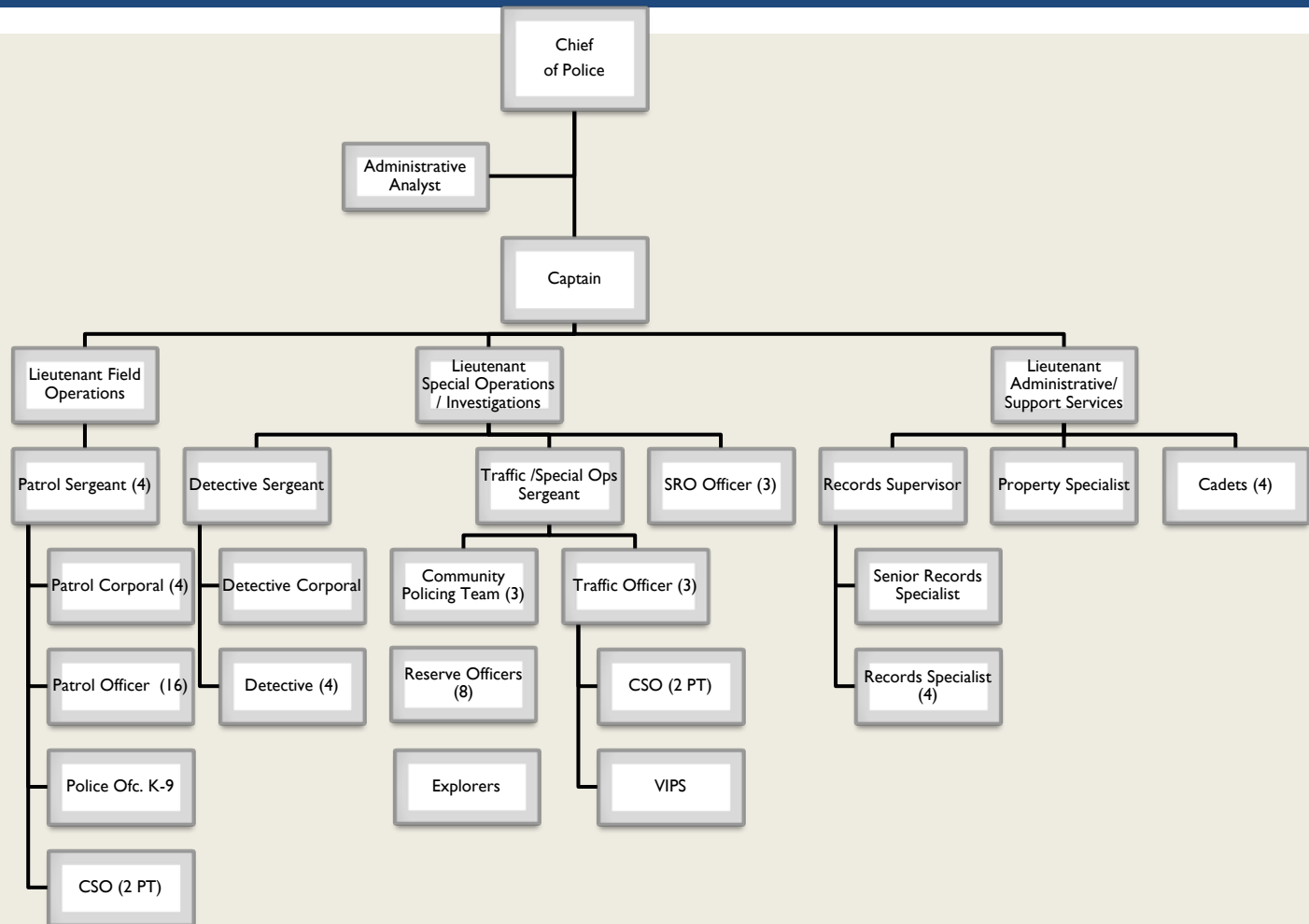
Contact Type	2008	2009	2010	2011	2012
Station Tours	245	245	331	150	177
Preschool Programs	407	430	516	477	493
Open Houses	400	400	35	201	147
School Age Programs K-4	373	350	456	830	606
School Age Programs 5-8	238	205	239	672	497
Senior Programs	27	29	58	25	63
First Aid/ CPR	59	108	230	140	169
Car Seats	N/A	N/A	N/A	56	49
Public Functions	4,591	3,520	7,050	7,000	7,000
Total	6,340	5,287	9,915	9,495	9,201

FIRE DEPARTMENT BUDGET

Department	Actual FY2010-11	Actual FY2011-12	Amended FY2012-13	Proposed FY2013-14
Fire	\$ 7,330,512	\$ 10,981,768	\$ 10,041,459	\$ 8,146,261
Total Expenditures	\$ 7,330,512	\$ 10,981,768	\$ 10,041,459	\$ 8,146,261

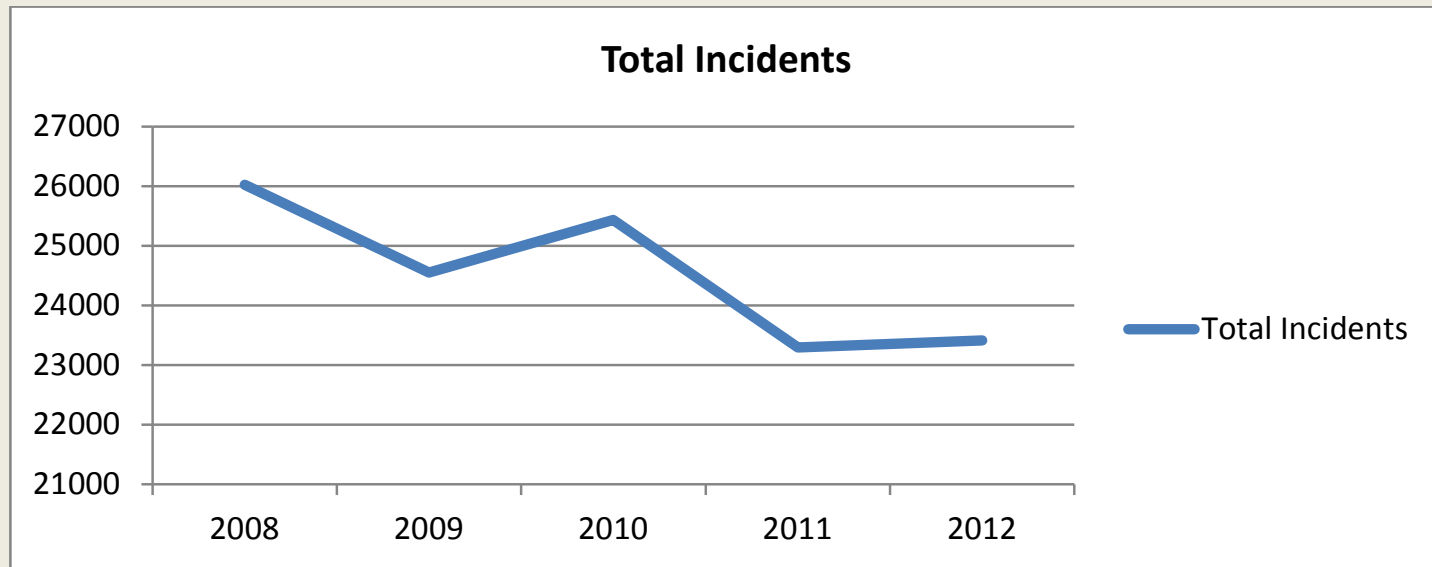
- Personnel Services up due to increased overtime to better reflect historic actuals
- The Fire Department will carry 4 vacancies (3 sworn) but remain fully staffed through the use of overtime, for an approximate savings of \$150,000.
- Calls for service will remain relatively flat and current Fire Prevention activities will continue
- Provides adequate funding for apparatus and equipment maintenance.
- Provides minimal support for short and long term station maintenance.

POLICE DEPARTMENT



POLICE WORKLOAD HIGHLIGHTS

El Cerrito Police Dept. Total CAD Incidents / Calls for Service- Past 5 years



POLICE WORKLOAD HIGHLIGHTS

El Cerrito Police Department Priority One Offenses- Past 5 years

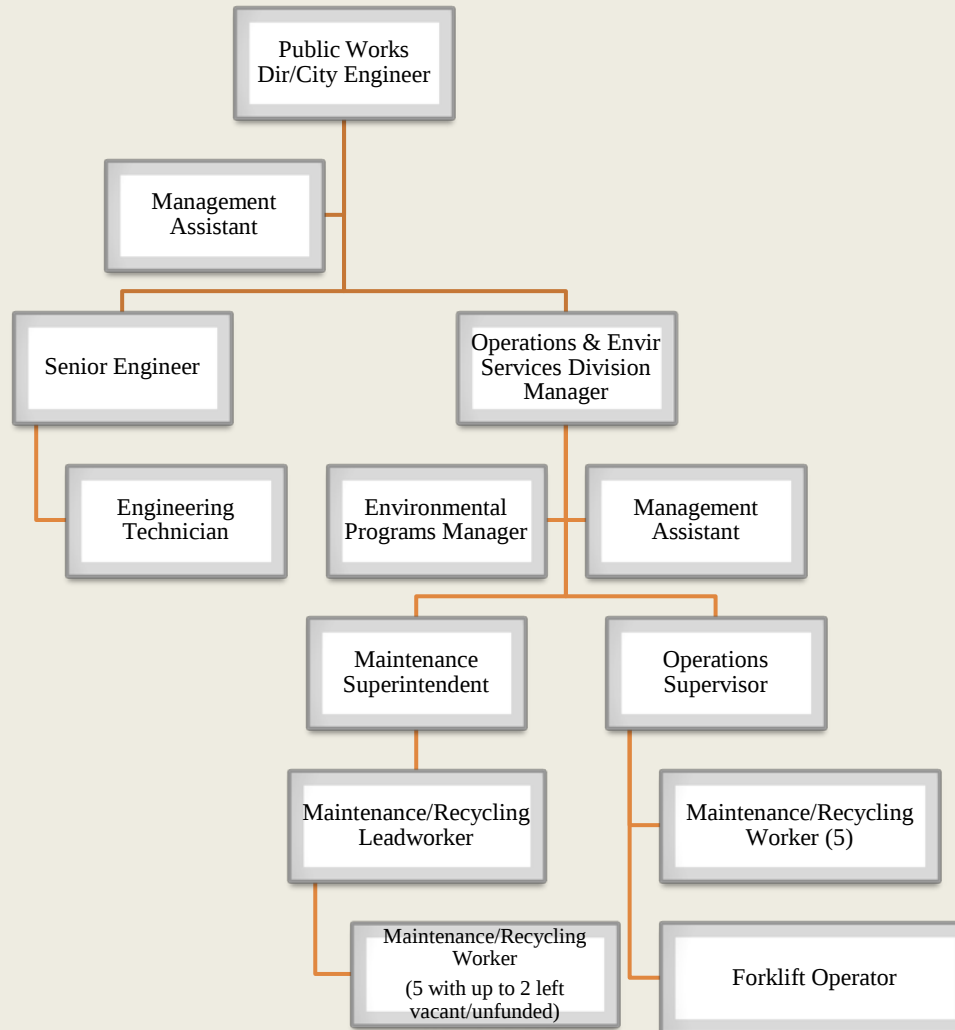
CRIME	2012	2011	2010	2009	2008	Average
PART 1 PERSON CRIMES						
Homicide	0	0	0	0	0	0
Rape	2	3	2	6	0	3
Robbery	79	60	75	78	98	78
Aggravated Assault	29	32	46	48	17	34
Part 1 (person) Crimes Total	110	95	123	132	115	
PART 2 PROPERTY CRIMES						
Burglary	243	231	206	215	217	222
Larceny	637	588	589	611	666	618
Motor Vehicle Theft	150	111	150	106	193	142
Part 2 (property) Crimes Total	1,030	930	945	932	1,076	
Crime total	1140	1025	1068	1064	1191	

POLICE DEPARTMENT BUDGET

Department	Actual FY2010-11	Actual FY2011-12	Amended FY2012-13	Proposed FY2013-14
Police Administration	\$ 2,429,732	\$ 2,681,876	\$ 2,832,156	\$ 2,870,170
Police Operations	5,480,124	6,155,036	6,707,280	6,288,699
Police Investigations	1,326,843	1,269,504	1,441,877	1,348,199
Total Expenditures	\$ 9,236,699	\$ 10,106,417	\$ 10,981,313	\$ 10,507,068

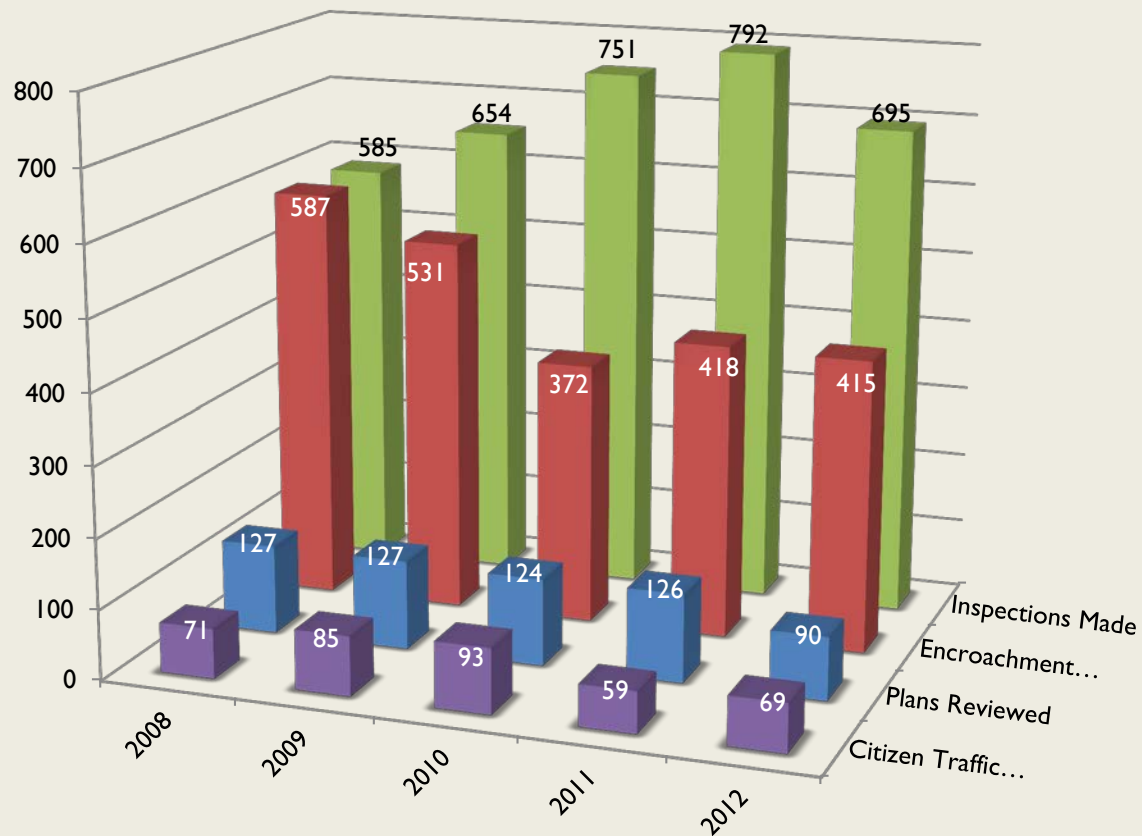
- Cost of external services (dispatch, records management, animal control) all increased much greater than inflation
- Overall salary savings of approximately \$570,000 due to reorganization and vacant records supervisor position.
- Significant portion of the salary savings (~\$440,000) is equivalent to three officers in the Police Department based on current and likely future vacancies.
- The Executive Assistant is reclassified to Administrative Analyst to provide more crime analysis support
- Regional efforts to combine, share, and reduce contract expenses and enhance resources continue in West County
- To increase flexibility, the narrow classifications of parking and crossing guards have been changed to community service officers.

PUBLIC WORKS



PUBLIC WORKS WORKLOAD HIGHLIGHTS

Engineering Service Indicators by Calendar Year



PUBLIC WORKS WORKLOAD HIGHLIGHTS

Ongoing Workload Indicators by Calendar Year

Service Indicator	2008	2009	2010	2011	2012
Streetlights Repaired	75	21	24	10	25
Asphalt Patch Paving (expenses)	\$34,510	\$5,054	\$5,000	\$1,961	\$5,290
Street Trees pruned or removed				323	396
Maintenance Work Orders Processed	1,196	905	906	781	877
Traffic Requests Fulfilled	29	27	33	19	16
Clean Water program- Illicit Discharges		4	15	34	23

PUBLIC WORKS WORKLOAD HIGHLIGHTS

FY 2012-13 Community Engagement and Partnership Indicators

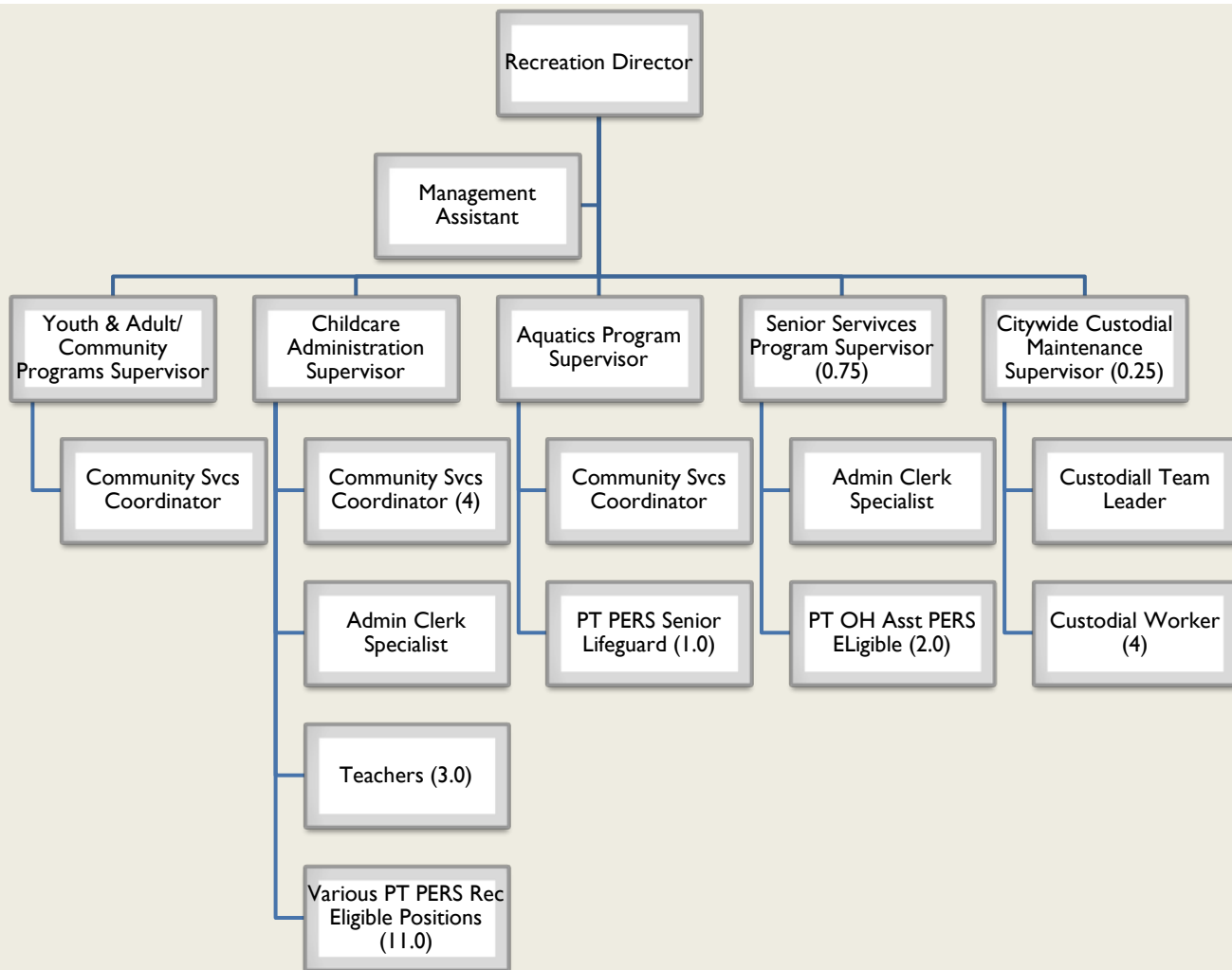
Community Input	Meetings	14	Attendees	52
Environmental Quality Committee Meetings (Monthly)				
Single Use Bag Ban Public Comment Meeting				
Rules of Conduct and Salvage Public Meeting				
Community Events	Events	5	Attendees	950
Fourth of July Celebration - Table				
Earth Day Celebration				
Eco Film Series and RERC History Premier (3)				
Recycling Programs	Programs	5	Participants	1050
Electronic Waste Collection Events (2)				
City-wide Garage Sales (2)				
Compost Giveaway				
Volunteer Events	Work Sites	44	Volunteer Shifts	428
Green Team Events (8)				
Earth Day Celebration				
Baxter Creek Work parties (11)				
Totals	Meetings/Events	68	Attendees/Shifts	2480
Written Outreach	Campaigns	4	Pieces	30075
A Greener El Cerrito Newsletters (All garbage bill payers, three times per year)				
Solid Waste Full Service Brochure				
Multi-Family Dwelling Recycling Program (Doorhangers)				
Monthly Email Updates (820 community members)				

PUBLIC WORKS BUDGET

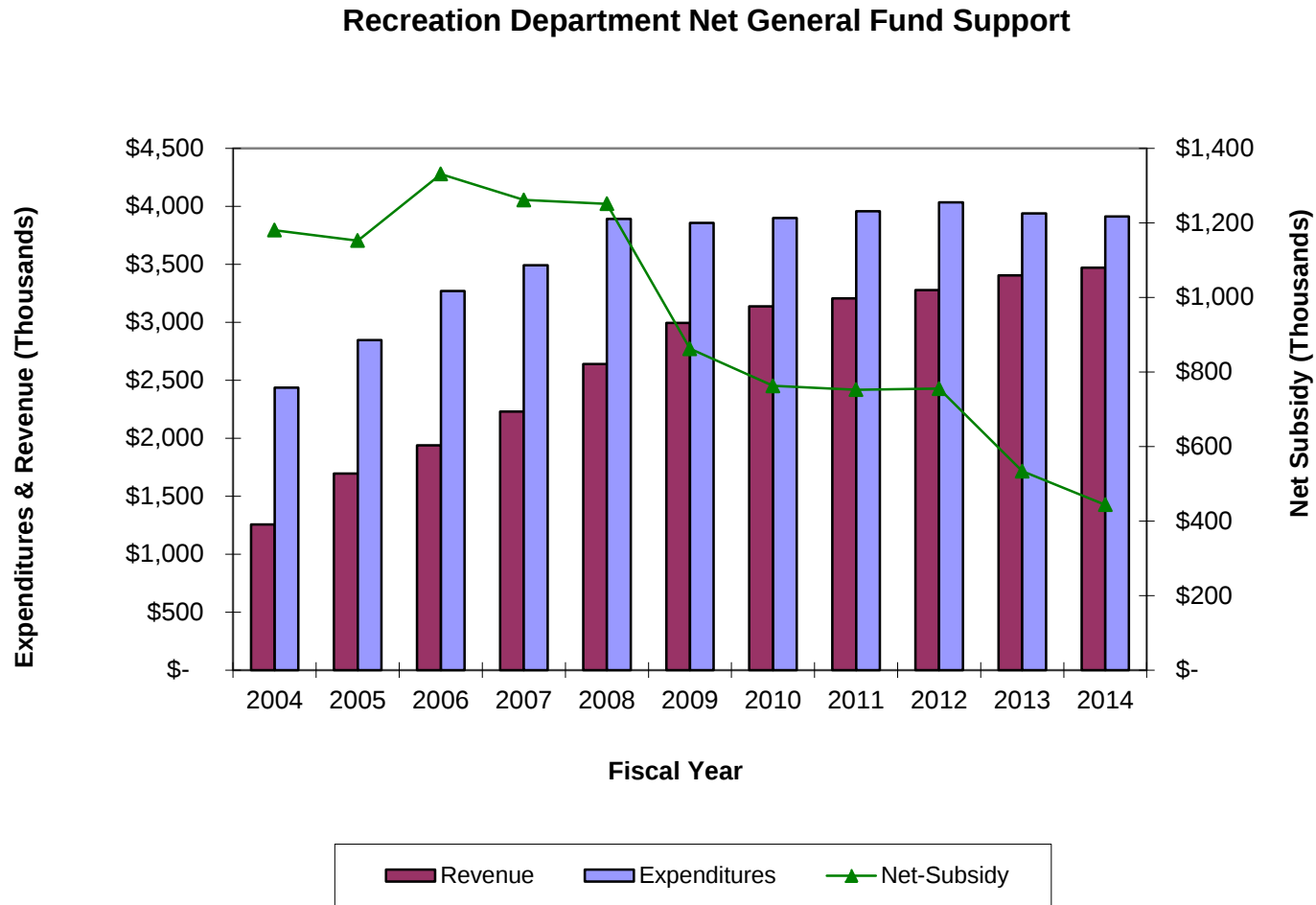
Department	Actual FY2010-11	Actual FY2011-12	Amended FY2012-13	Proposed FY2013-14
Engineering	\$ 786,362	\$ 800,147	\$ 1,101,913	\$ 601,574
Maintenance	3,061,054	2,924,423	2,892,912	2,600,501
Environmental Services	1,937,661	2,262,096	2,349,793	1,945,805
Total Expenditures	\$ 5,785,076	\$ 5,986,666	\$ 6,344,617	\$ 5,147,880

- Engineering expenses are down by ~\$250K by keeping the Associate Engineer position vacant along with other personnel reductions.
- Consultants will be used on an as-needed basis
- Environmental Services Division and Maintenance Division are being restructured into a new Operations and Environmental Services Division, combining the Recycling functions of the ESD and all of Maintenance
- Maintenance expenses are down by ~\$150K due to keeping vacant up to two Maintenance Worker positions, ~ 60% of this salary savings will be used for seasonal staff and landscaping service contracts
- One time professional service contracts have been completed

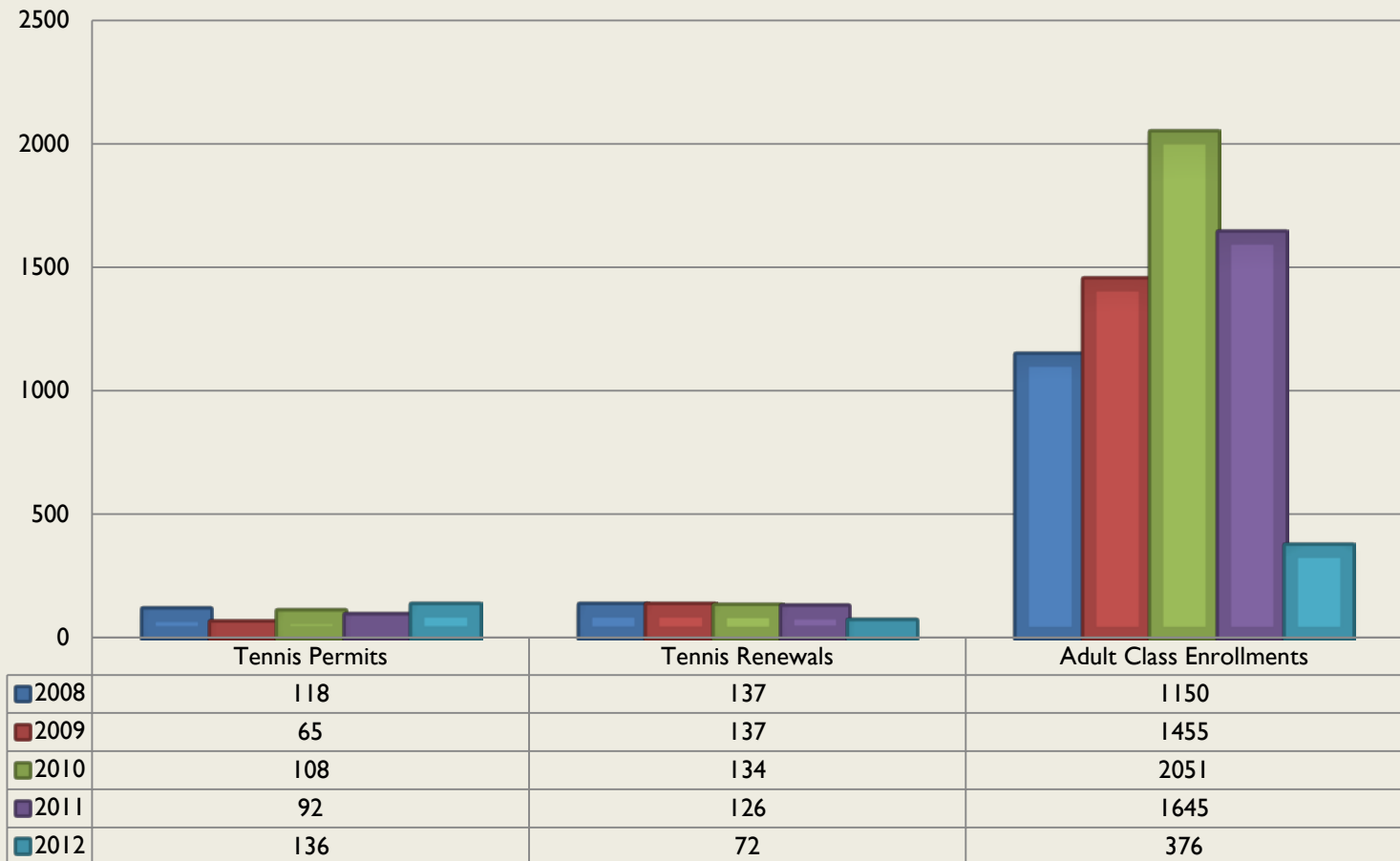
RECREATION



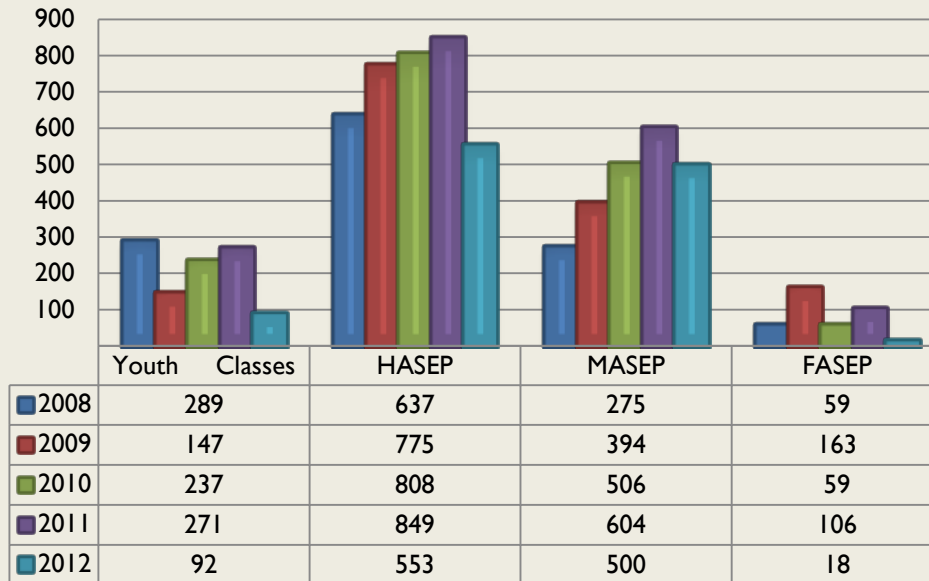
RECREATION'S IMPACT ON THE GENERAL FUND



ADULT PROGRAMS WORKLOAD HIGHLIGHTS



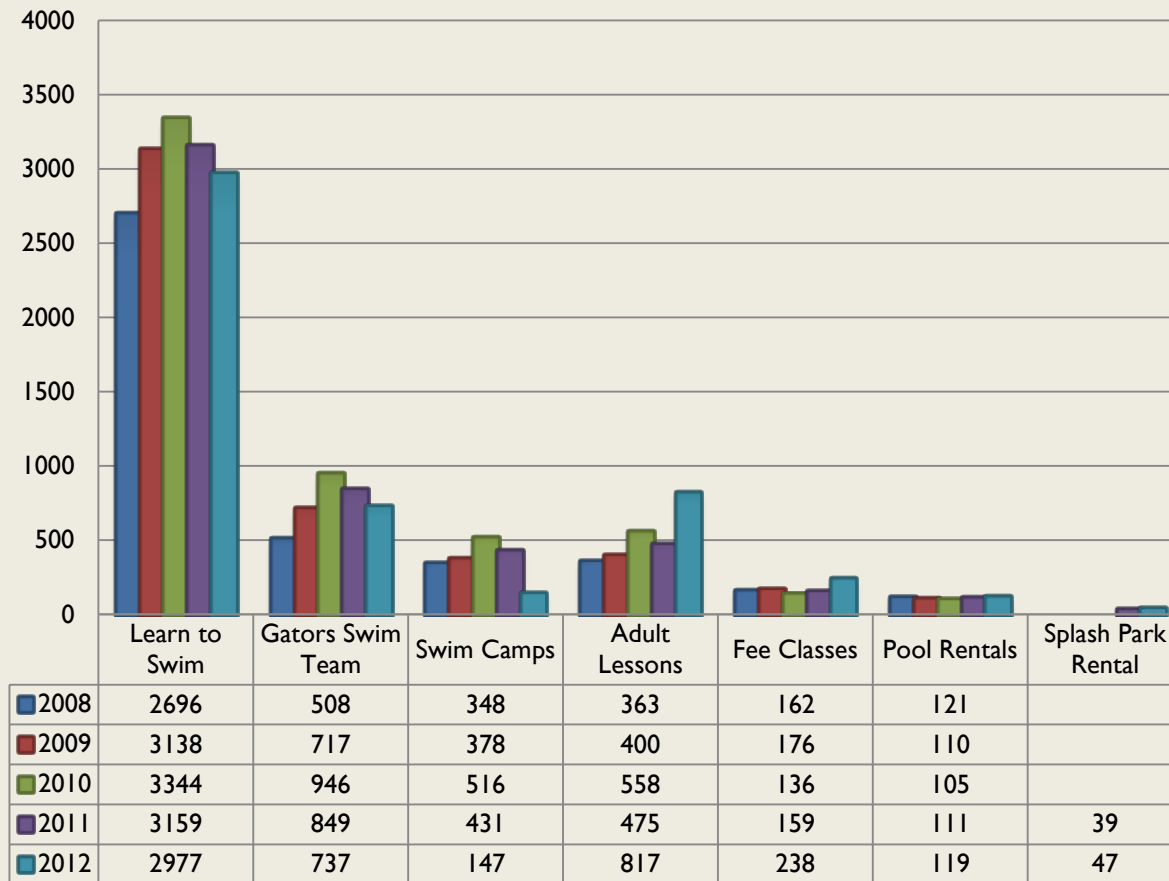
YOUTH SERVICES HIGHLIGHTS



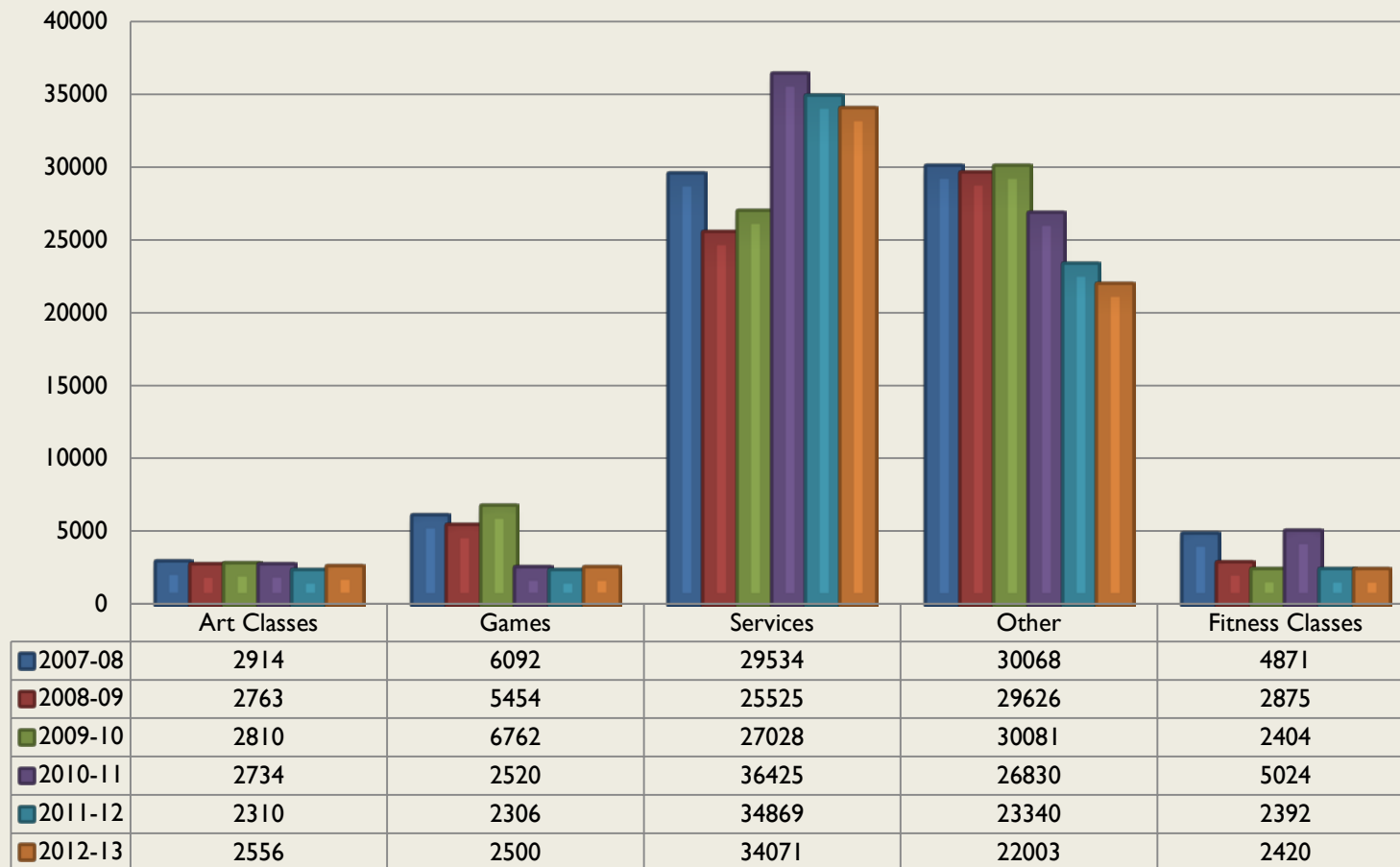
Summer Camp Types	Enrollments
Art/Performing Camps	317
Camp Classics	955
Camp Ravencliff	120
Science Camps	261
Sports Camps	838
Teen Leadership	182
Total	2673

WORKLOAD HIGHLIGHTS- AQUATICS

**Swim Center Enrollments and Rentals,
Calendar Year**



SENIOR SERVICES ACTIVITIES



RECREATION BUDGET

Department	Actual FY2010-11	Actual FY2011-12	Amended FY2012-13	Proposed FY2013-14
Recreation Administration	\$ 731,205	\$ 635,255	\$ 659,891	\$ 615,129
Childcare Services	1,286,882	1,326,419	1,179,656	1,309,707
Aquatics	744,507	826,625	890,055	705,151
Senior Services	553,810	576,695	535,542	437,180
Adult/Community Svcs	278,991	311,036	365,118	218,144
Youth Services	531,688	543,289	598,911	399,757
Custodial Services	-	-	-	543,290
Total Expenditures	\$ 4,127,083	\$ 4,219,320	\$ 4,229,173	\$ 4,228,358

- 2% Reduction in payroll costs in General Fund from FY2012-13
 - Reflects savings of ~\$30,000 for eliminating contract custodial services
 - Additional savings with funding from IWM Fund for custodial work at Recycling Center
 - Vacancies: 1 Childcare Teacher
 - Increase in day camp and childcare revenues projected
- Additional funding dedicated to staff training
- Small reduction in swim center hours, mostly during off season

CAPITAL IMPROVEMENT PROGRAM (AND COUNCIL GOALS)

- Goal A: Delivery exemplary government services
 - Develop projects by partnering with other agencies (BART, City of Richmond, Caltrans, Schools)
 - Hold community meetings and seek input from residents and businesses
- Goal B: Achieve long-term financial sustainability
 - Use budget controls and value engineering processes
 - Regularly pursue opportunities for regional, state and federal grants

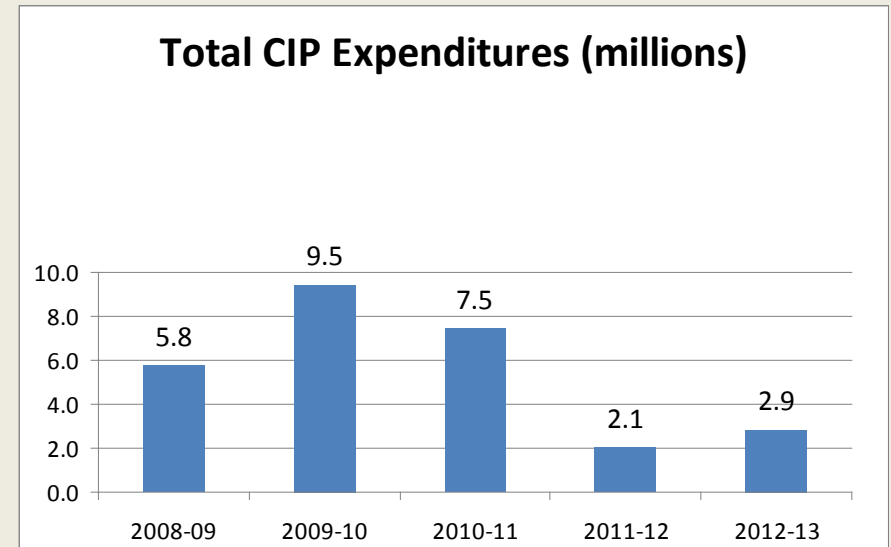
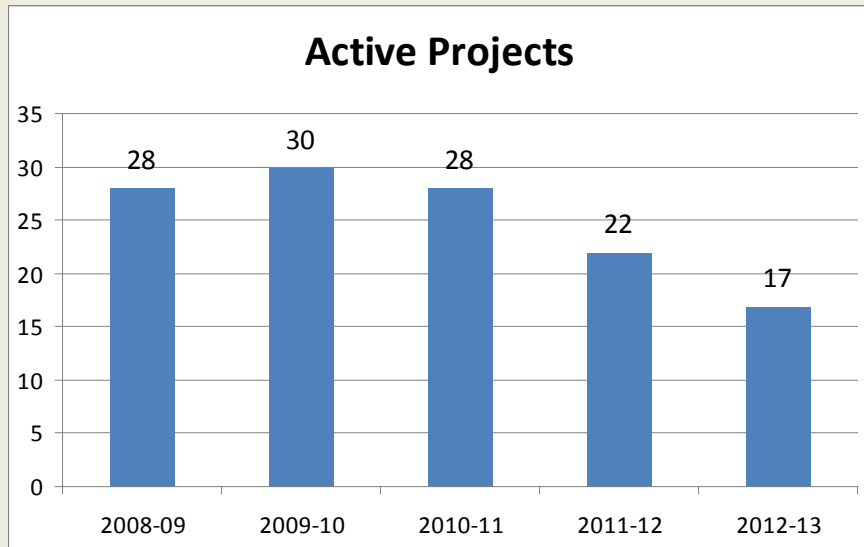
CAPITAL IMPROVEMENT PROGRAM (AND COUNCIL GOALS)

- Goal C: Deepen a sense of place and community identity
 - Promote strong neighborhoods
 - Develop recreational and leisure opportunities for people of all ages and demographics
 - CIP Projects:
 - Central & Liberty Streetscape (Construction)
 - Ohlone Natural Area & Rain Gardens (Bidding)
 - Huber Park Improvements (Planning – secured grant)
 - Ohlone Wayfinding Signs (Planning – secured grant)
 - Ohlone Access, Safety and Place-making Improvements (Planning – recent OBAG grant application)

CAPITAL IMPROVEMENT PROGRAM (AND COUNCIL GOALS)

- Goal E: Ensure the public's health and safety.
 - Planning, designing and constructing various projects
 - CIP Projects:
 - Moeser & Ashbury Pedestrian/Bicycle Improvements (Construction)
 - Ohlone Major Street Crossing Improvements (Bidding)
 - Arlington Curve at Brewster Safety Improvements (Prelim Engineering – HSIP Grant)
 - Ohlone Access, Safety and Placemaking Improvements
- Goal F: Foster environmental sustainability citywide.
 - Encourage pedestrian, bicycle and transit travel – most of the same projects listed under Goals D & E
 - Make municipal operations more resource efficient and environmentally friendly – Citywide Solar Project (Construction)

CAPITAL IMPROVEMENT PROGRAM (AND COUNCIL GOALS)



Department	Actual FY2010-11	Actual FY2011-12	Amended FY2012-13	Proposed FY2013-14
Capital Outlay	\$ 8,962,147	\$ 1,709,469	\$ 5,474,663	\$ 5,848,960
Total Expenditures	\$ 8,962,147	\$ 1,709,469	\$ 5,474,663	\$ 5,848,960

FOR CITY COUNCIL CONSIDERATION

- Reasonableness of Assumptions
- Consistency with City Council Mission, Vision and Goals
- Consistent with Overall Council Policy

NEXT STEPS

- Beginning tonight, Review and Provide Comments and Questions
- Consider Overall Budget for Adoption
- Next Meeting(s) and Possible Adoption
 - June 18th (regular meeting)
 - Additional if necessary

SPECIAL THANKS TO.....

- Residents and businesses of El Cerrito for their continued support and trust
- City Council
- Financial Advisory Board
- City Staff for their hard work and commitment
- Department Heads for their leadership and dedication
- Lisa, Karen, Sukari, Lori and Geoff for the hard work this month

Questions, comments or clarifications?





June 4, 2013
Special Concurrent City Council Meeting / Public Financing
Authority and Pension Trust Board Meeting

Agenda Item No. 7 – Fiscal Year 2013-14 Budget

Hardcopies of the report and appendices are available for review at:

Office of the City Clerk
10890 San Pablo Avenue
El Cerrito, CA
(510) 215-4305

and The El Cerrito Library
6510 Stockton Avenue
El Cerrito, CA