



AGENDA

SPECIAL CITY COUNCIL MEETING

September 1, 2020 – 4:30 p.m.

Members:

Mayor Gregory B. Lyman

Mayor Pro Tem Paul Fadelli · Councilmember Janet Abelson
Councilmember Rochelle Pardue-Okimoto · Councilmember Gabriel Quinto

Join Via WebEx:

<https://elcerrito.webex.com/elcerrito/onstage/g.php?MTID=ed61681436b7ec804cfd8937a0e17c43>

Event Number: 146 873 7758

Event Password: Join0901

or

Dial In: 1-408-418-9388

Access Code: 146 873 7758

Pursuant to Executive Orders N-25-20 and N-29-20, Teleconference Restrictions of the Brown Act Have Been Suspended, as Well as the Requirement to Provide a Physical Location for Members of the Public to Participate in the Meeting.

Members of the public can watch or listen to City Council meetings as follows:

1. Cable T.V. Broadcast on KCRT Channel 28
2. Radio Broadcast on FM 88.1 Or 97.7
3. Livestream Online at www.el-cerrito.org/CouncilMeetingMaterials
4. Via WebEx using the meeting information listed above.

Public Comments may be submitted one of two ways, **and are limited to items on the special meeting agenda only:**

1. Via WebEx using the “[Raise Hand](#)” feature to request to speak. Each period of public comment will be announced.

****Please note** - If a member of the public can join via phone **only**, a request to speak may be submitted via email to cityclerk@ci.el-cerrito.ca.us. The request must contain in the subject line **Request to Speak – Agenda Item #** and must include a name and the full phone number that will be used to call in.

2. Via email to cityclerk@ci.el-cerrito.ca.us. Email must contain in the subject line **public comments – agenda item #**.

To ensure that the City Council receives your written comments prior to taking action, they must be received by **1:30 p.m. the day of the meeting**. All written comments received by this deadline will be provided to the City Council and posted online in advance of the meeting.

Written comments received after the deadline will be provided to the City Council and included with supplemental materials after the meeting. **No written comments will be read into the record.**

4:30 P.M. ROLL CALL - CONVENE SPECIAL CITY COUNCIL MEETING

1. TELECONFERENCE AND PUBLIC COMMENT INSTRUCTIONS

2. CONSENT CALENDAR

A. Resolution of Support for the 'Plan Bay Area 2050' Housing Allocation Methodology

Action Proposed: At the request of Councilmember Quinto, pass a resolution in support of the Contra Costa Mayor's letter supporting the 'Plan Bay Area 2050' Housing Allocation Methodology.

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

B. Amendment to Resolution 2019-51 of the City of El Cerrito Tenant Protections Task Force

Action Proposed: Adopt a Resolution to extend the duration of time that the Tenant Protections Task Force shall meet and be in effect.

Contact: Aissia Ashoori, Community Development Analyst; Melanie Mintz, Community Development Director

3. POLICY MATTERS

A. Fiscal Overview of City Departments

Action Proposed: Conduct a study session that provides an overview by City departments and an update on the City's Fiscal Response Plan for implementation in the FY 2020-21 Budget.

Contact: Karen Pinkos, City Manager, City Administration

4. ADJOURN SPECIAL CITY COUNCIL MEETING

The next regularly scheduled City Council meeting is Tuesday, September 15, 2020 at 7:00 via teleconference.

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

- 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: 510-215-4305, email cityclerk@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.

RESOLUTION NO. 2020-XX

RESOLUTION OF THE EL CERRITO CITY COUNCIL SUPPORTING THE CONTRA COSTA COUNTY JURISDICTIONS' SUPPORT FOR THE 'PLAN BAY AREA 2050' HOUSING ALLOCATION METHODOLOGY THAT MATCHES HOUSING ASSIGNMENTS PROXIMATE TO JOB CENTERS

WHEREAS, the Contra Costa County Jurisdictions' recognize and respect the local needs and character of each community, and have a shared interest in maintaining local control of decision-making related to all aspects of the management of each jurisdiction, including but not limited to financial, land use and development, and growth-related matters; and

WHEREAS, in June 2020, the California Department of Housing and Community Development (HCD) determined that the San Francisco Bay region must plan to accommodate 441,176 housing units over the upcoming 8-year housing element cycle (2022-2030); and

WHEREAS, according to Association of Bay Area Governments (ABAG), this represents a 135% increase from the previous housing element assignment; and

WHEREAS, ABAG has formed a Housing Methodology Committee (HMC) that is charged with evaluating and making a recommendation on how these housing units would be allocated to the Bay Area's 101 cities and 9 counties; and

WHEREAS, at a very high level, the HMC is considering a variety of options and factors for allocating housing units; and

WHEREAS, selecting a 'baseline data' methodology has the greatest impact on Contra Costa communities and ensuring that there is a match between housing assignments and job centers; and

WHEREAS, the Contra Costa Mayors Conference at their August 6, 2020 meeting discussed and unanimously supported the 'Plan Bay Area 2050 Baseline Data Methodology'; and

WHEREAS, the Contra Costa Mayors Conference sent a letter of support for the 'Plan Bay Area 2050 Baseline Data Methodology' on August 7, 2020; and

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of El Cerrito that the City Council re-affirms the Contra Costa Mayors' Conference letter of support for the support for the 'Plan Bay Area 2050 Baseline Data Methodology' which is consistent with decades-long region-wide efforts to:

- Encourage housing development proximate to job centers, which would in turn; and

- Reduce transit and transportation congestion, helping to alleviate long regionwide commute times; and
- Reduce greenhouse gas emissions, consistent with AB 32, SB 375 and the Metropolitan Transportation Commission's (MTC) Plan Bay Area 2050 policy framework.

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

I CERTIFY that at a special meeting on September 1, 2020 the City Council of the City of El Cerrito passed this Resolution by the following vote:

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

IN WITNESS of this action, I sign this document and affix the corporate seal of the City of El Cerrito on September _____, 2020.

Holly M. Charléty, City Clerk

APPROVED:

Gregory B. Lyman, Mayor



August 7, 2020

Mayor Jesse Arreguin, Chair
Association of Bay Area Governments
Housing Methodology Committee
375 Beale Street, Suite 700
San Francisco, CA 94105

RE: Support for the **Plan Bay Area 2050** Baseline Data Methodology

Chair Arreguin,

The Contra Costa Mayors Conference, representing all 19 cities in Contra Costa county, wishes to convey our appreciation for the Housing Methodology Committee's work on evaluating housing allocation methodologies for the next RHNA cycle (2023-2031).

We recognize that it is a daunting task, not only because of the collective recognition to provide more housing that is affordable to a wide range of income levels but also because we can't forget that **where** we distribute the 441,176 housing unit assignment by California Department of Housing and Community Development (HCD) to the Bay Area is just as important to the overall quality of life for all residents in the Bay Area.

In light of these considerations, the Contra Costa Mayors Conference supports and endorses the use of **Plan Bay Area 2050** as the baseline data methodology because it is consistent with the decades-long region-wide effort to:

1. **Encourage housing development in proximity to jobs**, which would in turn;
2. **Reduce transit and transportation congestion**, helping to alleviate long region wide commutes; and
3. **Reduce greenhouse gas emissions**, consistent with both AB 32 and SB 375.

It is of great concern to Contra Costa communities that the alternative “2019 Baseline Household” method would *reverse* the decades-long region-wide effort to reduce traffic congestion and GHG emissions through a greater jobs-housing balance. We appreciate your consideration of our perspective and recommendation.

Sincerely,

/Signed/

Gabriel Quinto, Conference Chair
Contra Costa Mayors Conference

Contra Costa Mayors Conference Membership

<i>City of Antioch</i>	<i>City of Oakley</i>
<i>City of Brentwood</i>	<i>City of Orinda</i>
<i>City of Clayton</i>	<i>City of Pinole</i>
<i>City of Concord</i>	<i>City of Pittsburg</i>
<i>Town of Danville</i>	<i>City of Pleasant Hill</i>
<i>City of El Cerrito</i>	<i>City of Richmond</i>
<i>City of Hercules</i>	<i>City of San Pablo</i>
<i>City of Lafayette</i>	<i>City of San Ramon</i>
<i>City of Martinez</i>	<i>City of Walnut Creek</i>
<i>Town of Moraga</i>	



AGENDA BILL

Agenda Item No. 2.B.

Date: September 1, 2020
To: El Cerrito City Council
From: Aissia Ashoori, Community Development Analyst; Melanie Mintz, Community Development Director
Subject: Amendment to Resolution 2019-51 of the City of El Cerrito Tenant Protections Task Force

ACTION PROPOSED

Adopt a Resolution to extend the duration of time that the Tenant Protections Task Force shall meet and be in effect.

BACKGROUND/ANALYSIS

In August 2017, the [Affordable Housing Strategy](#) (Strategy), was adopted by the City Council to focus on the City's housing goals that aim to protect, produce and preserve affordable housing for low-to-moderate income households. To achieve these goals, the Strategy identified four policy pillars along with various policy tools for consideration. Policy *Pillar B: Reduce the Risk of Displacement and Help Stabilize At-Risk Populations* strategies includes: 1) *Strategy 4-2: Consider enacting an ordinance to regulate the demolition of existing housing units, including requiring tenant relocation assistance and;* 2) *Strategy 6-1: Continue to study potential tenant protection options and evaluate the success of existing programs in peer cities.*

Between Summer 2018 and Spring 2019, Community Development staff and the City Council held several meetings to review, discuss and recommend various tenant protection policies. Through this process, the City Council took the following actions on May 7, 2019:

- 1) Adoption of the *Rent Registry Ordinance*: El Cerrito Municipal Code Chapter 10.100 ([Ordinance 2019-03](#)), establishes an annual reporting requirement for all residential rental property owners to submit data into a City database regarding rents and other relevant information.
- 2) Adoption of *Just Cause for Eviction*: El Cerrito Municipal Code Chapter 10.300 ([Ordinance 2019-04](#)), establishes enumerated reasons for which a landlord can terminate tenancy for multi-family properties with five or more units that received a Certificate of Occupancy issued before January 1, 2015. (Note: Per a referendum petition filed with the City Clerk on June 10, 2019 and this item was repealed by the City Council on July 31, 2019 ([Ordinance 2019-07](#)).
- 3) Formation of the Tenant Protections Task Force: Established by Resolution 2019-33, this special body is comprised of eight members made up equally of landlords and tenants led by a professional facilitator/mediator along with Community Development staff as the liaison.

The purpose of the Task Force is to bring together landlords and tenants to find common ground to make policy recommendations to the City Council for their consideration.

Subsequently, on August 20, 2019, the City Council adopted an amendment to the duties and responsibilities of the Tenant Protections Task Force to include the Just Cause for Eviction policy through Resolution 2019-51. More specifically, the Task Force was charged with examining and making recommendation regarding the policies below to the City Council for consideration and to convene at least three times with a duration of twelve months from appointment of members.

- a. Rent Review programs
- b. Tenant Relocation Assistance due to Demolition policy
- c. Tenant Relocation Assistance due to Rent Increase policy
- d. Just Cause for Eviction
- e. Other recommendations considered by the Task Force with respect to Tenant Protections

The City Council accepted applications between June 13 – June 27, 2019, held interviews on July 31, 2019 and made the final appointments August 20, 2019.

Rent Registry

As the policy was adopted in May 2019, City staff worked to develop the Rent Registry system to be able to coincide data collection with the annual Business License process, which takes place in July each year. All residential rentals in El Cerrito are required to obtain and maintain an active business license when doing business within City limits. The Rent Registry Program was set-up to sync with the City's business license renewal cycle that occurs annually on July 1st. In its first year, the program aimed to communicate the requirement and establish a system for collecting data. This process was established using the existing business license software to allow property owners/managers a one-stop-shop to pay/renew their business license fees as well as the ability to submit information regarding rental units to the City. Given that the Rent Registry was in its first iteration, staff felt that it would be beneficial to build in some flexibility by allowing property owners/managers the opportunity to submit either through a paper or electronic form, which was the current practice for business license renewals. However, it became clear when over 75% of responses were received in paper form, and the amount of time it required to manually input the data and track down missing data, that this was not the most efficient manner to collect the necessary data moving forward. In the current cycle, it will be mandatory that data be collected through the electronic environment and staff will schedule "office hours" to help landlords complete this electronic data entry as needed.

COVID-19 and Staffing

In response to COVID-19, City staff re-shifted priorities and practices beginning in March to address the Contra Costa County Health Order, including the Shelter in Place, and the City's Local Emergency Declaration on March 13, 2020. During that time, Community Development staff worked with the City Attorney and City Council to adopt an [Urgency Ordinance Enacting a Temporary Eviction Moratorium](#) to protect residential and commercial tenants affected by COVID-19. Staff also worked closely with small businesses and the

Chamber of Commerce to educate and provide resources, including webinars, about federal programs available as a result of the [CARES Act](#), through the Small Business Administration. Staff continues to work with tenants, homeowners, and businesses to provide support and up to date information during these most challenging times. Additionally, between February and May 2020, the Division faced staffing issues as a result of medical leave for the employee dedicated to implementing the Rent Registry program. As a result, the Rent Registry data was delayed in being compiled and is now being prepared for review by the Task Force.

Meetings

To date, Task Force members, City staff and the facilitator/mediator convened twice. The inaugural meeting was held on September 23, 2019. Given the complex nature of this topic, this meeting was focused on establishing the framework, working agreements and a meeting plan. These steps were necessary to ensure respectful engagement and collaboration among all individuals with the goal of providing a set of policy recommendations to City Council.

At the second meeting on October 29, 2019, the Task Force agenda focal point was to educate members around existing tenant protection policies including a presentation on the newly adopted [Assembly Bill 1482: Tenant Protection Act of 2019 – Rent Caps](#) – signed by Governor Newsom on October 8, 2019. Staff also shared a side-by-side analysis of AB 1482 in comparison with the policies defined by the City Council Resolution. Upon conclusion, Task Force members expressed the need to review and understand the Rent Registry data prior to making policy recommendations.

The next meeting, scheduled for September 22, 2020, will include a staff presentation about the Rent Registry data for the period July 1, 2017 – June 30, 2019. It is likely that one additional meeting will be needed for the Task Force to develop their recommendations for City Council. Final recommendations will be delivered in a report format by working with the facilitator/mediator.

As the original Resolution established twelve months from appointment of members, and the appointment was completed in August 2019, staff is requesting that the duration of the Task Force be extended by four months through the end of the calendar year.

STRATEGIC PLAN CONSIDERATIONS

The proposed development fulfills the City's Strategic Plan Goal C: Deepen a sense of place and community identity and specifically the strategy to promote strong neighborhoods.

ENVIRONMENTAL CONSIDERATIONS

This action is exempt from the requirements of the California Environmental Quality Act pursuant to CEQA Guidelines Section 15061 (b)(3). The activity is covered by the general rule which exempts activities that can be seen with certainty to have no possibility for causing a significant effect on the environment.

FINANCIAL CONSIDERATIONS

The contract with the facilitator/mediator was executed in FY 2019-20 in the amount of \$15,000 to cover the costs of preparation, attendance and follow up at four meetings and was covered through the Community Development's Department's adopted operational budget. There are funds remaining in the contract to cover the two remaining meetings along with the Task Force report.

LEGAL CONSIDERATIONS

The proposed amendment has been reviewed by the City Attorney.

Reviewed by:

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

Karen Pinkos, City Manager

Attachments:

1. Resolution
2. 2019-33 (Resolution Creating Task Force)
3. 2019-51 (1st Amendment to Resolution)

RESOLUTION 2020-XX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CERRITO
AMENDING RESOLUTION 2019-51 TO MODIFY THE DURATION FOR THE
TENANT PROTECTIONS TASK FORCE

WHEREAS, on May 21, 2019 the City Council adopted Resolution 2019-33 to establish a Tenant Protections Task Force; and

WHEREAS, on July 31, 2019 the City Council adopted Resolution 2019-51 to amend the duties and responsibilities of the Tenant Protections Task Force.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of El Cerrito that the limited duration of the Tenant Protections Task Force is extended from twelve months to sixteen months from appointment of its members, to complete its work.

BE IT FURTHER RESOLVED that that all other components of Resolution 2019-33 and Resolution 2019-51 remain in full force and effect.

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

I CERTIFY that at a special meeting on September 1, 2020 the City Council of the City of El Cerrito passed this Resolution by the following vote:

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

IN WITNESS of this action, I sign this document and affix the corporate seal of the City of El Cerrito on September _____, 2020.

Holly M. Charléty, City Clerk

APPROVED:

Gregory B. Lyman, Mayor

RESOLUTION 2019-33

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CERRITO CREATING THE TENANT PROTECTIONS TASK FORCE

WHEREAS, the City of El Cerrito, with direction from the City Council, has developed goals, objectives, policies, and action programs that directly address the City's housing needs; and

WHEREAS, during the development of the El Cerrito Affordable Housing Strategy, City staff convened two Technical Advisory Group meetings, that included affordable housing and displacement representatives and other subject matter experts to collect input and develop policies, strategies, and recommendations most appropriate to El Cerrito; and

WHEREAS, the El Cerrito Affordable Housing Strategy, adopted August 17, 2017, identifies four policy pillars for implementation over the next five years to produce, protect and preserve affordable housing for El Cerrito residents; and

WHEREAS, "Pillar B. Reduce the Risk of Displacement and Help Stabilize At-Risk Populations," recommends exploring tenant protection policies for tenants at risk of displacement; and

WHEREAS, among Pillar B's strategies included two to be advanced in the "immediate" term, including: Strategy 4-2: *Consider enacting an ordinance to regulate the demolition of existing housing units, including requiring tenant relocation assistance* and Strategy 6-1: *Continue to study potential tenant protection options and evaluate the success of existing programs in peer cities*; and

WHEREAS, the City Council intends to bring together landlords and tenants in order to find common ground.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of El Cerrito hereby establishes a Tenant Protections Task Force, with the necessary staff liaison assigned by the City Manager, with the following duties and responsibilities:

- 1) To serve in an advisory capacity to the City Council with regard to Tenant Protection policies within the City of El Cerrito.
- 2) To review, analyze, and make recommendations to the City Council on the following items:
 - a. Rent Review programs
 - b. Tenant Relocation Assistance due to Demolition policy
 - c. Tenant Relocation Assistance due to Rent Increase policy
 - d. Other recommendations considered by the Task Force with respect to Tenant Protections

BE IT FURTHER RESOLVED, that this Task Force shall be open to only El Cerrito residents, to be divided equally between Tenants and Landlords, with an emphasis on owners of residential rental properties of diverse types; and that the City Council's intention is to appoint an initial group of eight individuals to serve as members of the Task Force.

BE IT FURTHER RESOLVED, that the meetings of this Task Force will be public and shall comply with the Brown Act.

BE IT FURTHER RESOLVED, that this Task Force shall convene at least five times, with a limited duration of six months from appointment of its members, to complete its work.

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

I CERTIFY that at a regular meeting on May 21, 2019 the City Council of the City of El Cerrito passed this Resolution by the following vote:

AYES:	Councilmembers Abelson, Fadelli, Lyman, Quinto, and Mayor Pardue-Okimoto
NOES:	None
ABSTAIN:	None
ABSENT:	None

IN WITNESS of this action, I sign this document and affix the corporate seal of the City of El Cerrito on May 22, 2019.



Holly M. Charl  y, City Clerk

APPROVED:



Rochelle Pardue-Okimoto, Mayor

RESOLUTION 2019-51

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CERRITO AMENDING RESOLUTION 2019-33 TO MODIFY DUTIES, RESPONSABILITIES AND DURATION FOR THE TENANT PROTECTIONS TASK FORCE

WHEREAS, on May 21, 2019 the City Council adopted Resolution 2019-33 to establish a Tenant Protections Task Force; and

WHEREAS, the City Council intends to bring together landlords and tenants in order to find common ground;

WHEREAS, the City Council desired to expand the duties and responsibilities of the task force.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of El Cerrito hereby revises the established Tenant Protections Task Force duties and responsibilities as follows:

- 1) To serve in an advisory capacity to the City Council with regard to Tenant Protection policies within the City of El Cerrito.
- 2) To review, analyze, and make recommendations to the City Council on the following items:
 - a. Rent Review programs
 - b. Tenant Relocation Assistance due to Demolition policy
 - c. Tenant Relocation Assistance due to Rent Increase policy
 - d. Just Cause for Eviction
 - e. Other recommendations considered by the Task Force with respect to Tenant Protections

BE IT FURTHER RESOLVED, that this Task Force shall convene at least three times, with a limited duration of twelve months from appointment of its members, to complete its work.

BE IT FURTHER RESOLVED that all other components of Resolution 2019-33 remain in full force and effect.

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

I CERTIFY that at a special meeting on July 31, 2019 the City Council of the City of El Cerrito passed this Resolution by the following vote:

AYES:	Mayor Pardue-Okimoto; Councilmembers Abelson, Fadelli, Lyman and Quinto
NOES:	None
ABSTAIN:	None
ABSENT:	None

IN WITNESS of this action, I sign this document and affix the corporate seal of the City of El Cerrito on August 1, 2019.



Holly M. Charléty, City Clerk

APPROVED:



Rochelle Pardue-Okimoto, Mayor



AGENDA BILL

Agenda Item No. 3.A.

Date: September 1, 2020
To: El Cerrito City Council
From: Karen Pinkos, City Manager, City Administration
Subject: Fiscal Overview of City Departments

ACTION PROPOSED

Conduct a study session that provides an overview by City departments and an update on the City's Fiscal Response Plan for implementation in the FY 2020-21 Budget.

BACKGROUND/ANALYSIS

The City is facing budget challenges that have been made worse by the current COVID-19 public health crisis. The City Council has been monitoring the City's financial position for the past several months. Staff has already identified approximately \$4 million in reductions, including cuts in expenses, a freeze on hiring, all employees deferring cost-of-living increases, implementing furloughs, and other actions to decrease costs. However, because the City's budget issues have been structural in nature, this means that the proposed reductions will not be enough to build back the City's General Fund Reserve, especially if the current recession due to the COVID-19 crisis worsens or becomes a prolonged recession lasting several years. The revised forecast indicates that the City needs to implement \$1.5 million in additional ongoing budget solutions in order to address the fiscal gap, restore reserves to appropriate levels, and bring fiscal sustainability to the City's General Fund. To that end, the City Council and the Department Directors have been working with Management Partners, our Strategic Plan consultants, to consider additional actions that will impact City services in order to further reduce expenses. On August 11, 2020, the City Council discussed the recommendations outlined in the Fiscal Response Plan and directed staff to implement the recommendations in the upcoming amendments to the Fiscal Year 2020-21 Budget.

During this update, City departments will provide an overview to the City Council that will incorporate the current status of each department, their accomplishments and focus for Fiscal Year 2020-21, and the impacts of the recommendations of the Fiscal Response Plan. City staff will affirm with the City Council the direction of the implementation of the Plan with the budget. Following this study session, City staff will continue the preparation of amendments to the City budget and the budget document, which will be presented to the City Council for their consideration at the next City Council meeting on September 15, 2020.

STRATEGIC PLAN CONSIDERATIONS

This section is not applicable to this agenda item.

ENVIRONMENTAL CONSIDERATIONS

This section is not applicable to this agenda item.

FINANCIAL CONSIDERATIONS

This section is not applicable to this agenda item.

LEGAL CONSIDERATIONS

This section is not applicable to this agenda item.

Reviewed by:

A handwritten signature in blue ink, appearing to read "Alexandra Orologas". The signature is fluid and cursive, with the first name "Alexandra" written in a larger, more prominent script than the last name "Orologas".

Alexandra Orologas , Assistant City Manager



SUPPLEMENTAL AGENDA MATERIALS

CITY COUNCIL MEETING September 1, 2020

PUBLIC COMMENT INDEX

1. Public Comments received by 1:30 p.m. September 1, 2020

Agenda Item 3A – Fiscal Overview of City Departments

1. Presentation



**PUBLIC COMMENT INDEX
SPECIAL CITY COUNCIL MEETING
September 1, 2020**

The following Public Comments were **received by 1:30 p.m. 9/1/2020**, were provided directly to City Councilmembers in advance of the meeting, and were posted online as supplemental materials at www.el-cerrito.org/CouncilMeetingMaterials.

**Agenda Item 2B - Amendment to Resolution 2019-51 of the City of El Cerrito
Tenant Protections Task Force**

1. Sherry Drobner

Agenda Item 3A - Fiscal Overview of City Departments

1. Cathy Hanville
2. Megan Quirolo
3. Sarah Klauer
4. Matthew Smith
5. Sherry Drobner
6. Sue Duncan
7. Leslie Adams
8. Daniel Schulman
9. Donald Simon
10. Rayah James
11. Rhea Ewing
12. Scott Tipping

From: [Sherry Drobner](#)
To: [City Clerk](#)
Subject: Public Comment: Item on the Consent Agenda- Tenant Protection Task Force
Date: Tuesday, September 1, 2020 12:19:19 PM

Dear Mayor and City Council Members,

The Tenant Protection Task Force met for just a few occasions when the State of California implemented a series of tenant protections including just cause for eviction and a limit on rent increases. Although the protections are not blanket for all renters, and the increases will simply slow relocation of existing renters who are of lower income, it is something.

Given the new statewide protections, it appeared that the task force members were going to change direction and look at how to better amplify, educate and implement the Statewide protections. I am still receiving emails from tenants who are facing egregious rate hikes, even during covid and clearly do not have access to the information they need. It is important that the task force and the council continue this work.

Once upon a time the city staff proposed that a mediation program be established. At that time, with no just cause for eviction or rent control in our city, the mediation concept had little benefit for tenants. Given the new conditions, I would propose that the city rethink this program and fund it through the cost of the rent registry, or better yet, extend mediation to community mediators and allocate some of the funds from the police department. Community mediators can handle not only tenant/landlord disputes but other neighborhood disputes. Here is a link to a model you may want to explore: [community mediation](#) Time to think outside the box and lean into your community for support.

Thank you.
Sherry Drobner

From: [Cathy Hanville](#)
To: [City Clerk](#)
Subject: Public Comment Agenda Item 3a
Date: Monday, August 31, 2020 5:10:29 PM

t is hard to make a public comment ahead of time for this item because once again there is absolutely no information in the packet about what will be discussed. On top of that this meeting is once again during my work day so I cannot participate live. I suspect that is true for many people.

From the outside it seems like Council and Staff think residents do not care about the budget anymore. The budget is not a sexy item and people can get bored with it. The Defund the Police movement has taken on energy and perhaps it seems like to you that most of us are no longer paying attention. But many of us can attend to two important issues at the same time. I support the Defund the Police movement and have been horrified at the lack of data the city seems to have or use in making decisions about police and fire staffing. It should not have to be a full time job for advocates in the community to make public records requests and then put the information received into a format that can be analyzed. Yet that is what is happening.

I am confused as to why council members refuse to hold staff accountable for transparent and accurate information. Does the council not want to make informed and data driven decisions? Do you think it is okay to continually not respond to emails or requests for information?

Why are we still not seeing updated financial reports? Why are the slide sets on the study sessions not in the packet? Why was this packet only issued one day before the meeting?

Please ask the questions and get the information to the public. We were told at the town hall meeting that this information would be transparent and on the city website but again and again groups of us are instead having to get the information and create our own posts. There has been ample time since the Town Hall meeting in February to make improvements yet none have been made.

Please do better. Please.
Cathy Hanville
El Cerrito

From: [Megan Quirolo](#)
To: [City Clerk](#)
Subject: Public Comment Not on the Agenda
Date: Monday, August 31, 2020 5:39:06 PM

Hi,

I demand a public hearing by the end of September to address the demands of the people of El Cerrito

I demand an independent audit of police non-emergency calls and conduct.

I would also like the funds for the ECPD to be reallocated to other departments and organizations.

Police vacancies should not be filled and they should be eliminated moving forward.

Thank you
Megan Quirolo

From: [Sarah Klauer](#)
To: [City Clerk](#)
Subject: Public Comment- Budget
Date: Tuesday, September 1, 2020 8:08:21 AM

Hello:

I'd like to submit a written public comment for today's meeting.

As the Council considers the specifics of budget cuts, I'd like to get more detail around what exactly the cuts to the police budgets are (e.g. cutting vacant positions, etc.), and if we're considering additional actions like eliminating the traffic unit and considering a program like Berkeley's. It is essential to save services like our recreation programs, senior meals, and library. With this in mind, why are we spending more than Albany and San Pablo per resident on police?

Thank you for your consideration.

Sarah

Sarah Klauer
she/her/hers



[Portfolio](#)

From: [Matthew Smith](#)
To: [City Clerk](#)
Subject: Public comment not on the agenda
Date: Tuesday, September 1, 2020 9:36:50 AM

In advance of the next official city meeting, I'd like to submit a comment focusing on our community policing and staffing levels.

I'd like to call for a public hearing before the end of the month to:

- Demand an independent audit of police non-emergency calls and conduct
- Reallocate non-emergency matters and funding to other departments or organizations

While we all agree that emergency situations will continue to need some sort of police presence, I believe that we should start reimagining public safety in El Cerrito, and a reprioritization of funds and focus will help us get assistance to the community more effectively than it has been done in the past. Thank you for reading my comment.

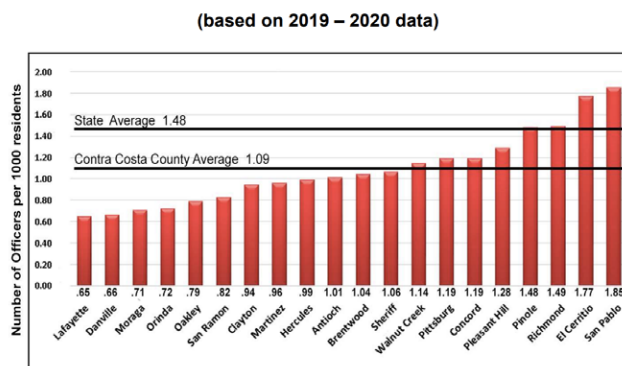
From: [Sherry Drobner](#)
To: [City Clerk](#)
Subject: Public Comment: 3a
Date: Tuesday, September 1, 2020 10:38:34 AM
Attachments: [Screen Shot 2020-09-01 at 10.33.43 AM.png](#)

Dear Mayor and City Council Members,

I understand that once again the study session will be giving the City Manager and staff direction to make further amendments to the budget. Have you seen the amendments made thus far? Have the public seen the amendments made thus far? In a more transparent process, the agenda packet might include the current version of the budget. Last week I wrote to Council members asking about the details, particularly in regards to the police department. The dialogue at the last meeting between the Chief and Council member Pardue-Okimoto left me with an unsettled feeling. Early on in the budget discussions we heard that we were going to maintain all the vacancies in the ECPD, but upon questions about the SRO, we heard that they had been redirected. Given there was no longer an SRO position, had one of the vacancies been filled? I also heard Mayor Lyman intimate that the ECPD was taking a 40% cut because he was looking at the 1.5 million dollar total reduction number, not the 5.2 million dollar reduction number. Comments like this are misrepresentative of the full picture. Simply stated, I hope that each council member is clear on the budget amendments and not surprised when they finally get the detailed budget. This is pretty much how we ended up using reserves to pay for fire department overtime, or authorizing new positions for the police. Lack of clear, transparent and timely information.

On a final note, according to the 2019-20 Contra Costa Grand Jury Report on Police Department staffing, El Cerrito sits almost at the top of our County, above the State average for authorized police staffing. Maybe consider this into your budget planning.

Figure 2. Authorized Police Staffing Ratios



Sincerely,
Sherry Drobner

From: [Sue Duncan](#)
To: [City Clerk](#)
Subject: Agenda Item 3A
Date: Tuesday, September 1, 2020 10:44:06 AM

Good afternoon,

Sue Duncan, El Cerrito

As you continue the process of cutting the city budget, please keep the El Cerrito Fire Department intact. With this being a very dry season due to just over half of our normal rainfall, climate change and the amount of vegetation that remains in the city on both private and public lands, the city cannot afford to reduce the ECFD's ability to respond to fire. The department also needs to continue to be able to inspect properties, private and public, year round and order vegetation reduction. In fact I believe that the city's vegetation management code needs to be strengthened even more, but that is a topic to be dealt with after it starts raining when everyone can focus on something besides being prepared to evacuate at a moment's notice and wondering if this is the year when a wildfire starts that will threaten the entire city.

Thank you,

Sue Duncan

Make El Cerrito Fire Safe

Sent from my iPad

From: [leslie dibenedetto](#)
To: [City Clerk](#)
Subject: Public Comment Not on the Agenda
Date: Tuesday, September 1, 2020 11:51:53 AM

31 August 2020

Dear City Manager Pinkos, City Council Members, and Mayor Lyman,

I am writing to express my thoughts on the city budget as well as voice the sentiments of the current social justice movement toward rethinking public safety. I am a resident of El Cerrito, and have lived here since 2006 with my spouse and son. We value diversity, equality and fair treatment of all people. Our son attended Fairmont Elementary, Korematsu Middle School and now is a junior at ECHS where he has had the opportunity to grow up with students from all walks of life. All that live, work and attend school are members of our community, and we want the best for them - services that improve lives such as childcare, outdoor access, senior services, healthy classes and programs.

Given this, it is time, really overdue, to re-imagine public safety, and with our budget situation, it is even more important to closely examine the ECPD budget which currently draws one-third of our precious funds.

As a member of the El Cerrito Progressives we are calling on the following:

<!--[if !supportLists]-->1. <!--[endif]-->A public hearing to address the demands of the police petition, by 9/30

<!--[if !supportLists]-->2. <!--[endif]-->An independent audit of police non-emergency calls and conduct

<!--[if !supportLists]-->3. <!--[endif]-->Re-allocation of non-emergency matters and funding to other departments and organizations

Thank you for your time. Please be bold and take chances!

Leslie D Adams

El Cerrito, CA

From: [Dan Schulman](#)
To: [City Clerk](#)
Subject: Public Comments - Agenda #3A
Date: Tuesday, September 1, 2020 11:55:44 AM

Dear City Council,

In regards to the budget exercise, I have two concerns:

- 1) The actual budget proposals remain highly unclear. Please continue asking questions about specifics.
- 2) One specific question I have is regarding Measure H funds. Based on the latest proposal, what percentage of Measure H funds will actually be used for upgrading our parks and swim center?

Thank you,
Daniel Schulman
El Cerrito

From: [Shakti Das](#)
To: [City Clerk](#)
Subject: Public Comment - agenda item #3A
Date: Tuesday, September 1, 2020 12:00:45 PM

Public Comment - agenda item #3A

Regarding: "Conducting a study session that provides an overview by City departments and an update on the City's Fiscal Response Plan for implementation in the FY 2020-21 Budget."

I am shocked that a study still has not been completed. Considering that the City Council and City Manager were notified by the State Auditor of El Cerrito's financial crisis as early as October 2019, one would expect that such a study would have long been finished by now. This study should have been conducted in November 2019 when we all knew that the reserve funds were emptied, and the city was in the red before the covid-19 lockdown-recession manifested? Cuts should have been done after a thorough study. El Cerrito is not a large city and such a study would not be complicated other than the emotional pain of eliminating some friends and colleagues. The City Council and staff have already spent tens of thousands on strategic plan consultants, yet almost a year after the State Auditor's report you are still in the planning stages to schedule a study. As a retired business owner, I find such as negligent. According to best practices, this study should have been finished many years ago when the reserve funds were depleted, and the city first ran into the red in 2018. That plan should have already been implemented as soon as the independent auditor in 2018 indicated that the city was in a financial risk situation.

Sincerely,
Donald Simon
El Cerrito Resident

From: [Rayah Jaymes](#)
To: [City Clerk](#)
Subject: 9/1 Public Comment: 3a
Date: Tuesday, September 1, 2020 12:24:13 PM

Dear Mayor and City Council Members,

As the city looks to cut 5.2 million dollars from our budget, I am requesting that you consider greater cuts to our police department that already takes up over over 28% of our city budget and allocate more/continued funding to our other city workers and city services. We currently have a higher police to residents ratio than any other city in Contra Costa and above the State average and spend more per citizen than Albany and San Pablo.

Eliminating traffic police and even limiting and selling SUVs are two ways that we can also adjust our budget and benefit the environment. In a city as small as El Cerrito with speed limits under 35 mph there is no reason for us not to have MORE police officers on bicycles. The cost and care for bicycles is significantly less than that of an SUV and according to our website we only have one or two on patrol a day and yet I have never seen one in my near 7 years in El Cerrito. El Cerrito PD and El Cerrito can lead the way in improving the environment and air quality, especially during the fire season, by getting out of intimidating and gas guzzling SUVs and meeting the community where they are on bikes. Also if most calls are related to damage or theft of property, as stated on your website you will be able to "intervene in crimes in progress because the suspects did not see them coming as they often do with regular patrol cars."

Thank you
Rayah Jaymes

From: [Rhea Ewing](#)
To: [City Clerk](#)
Subject: Public Comment on the Agenda: 3A
Date: Tuesday, September 1, 2020 1:24:25 PM

Dear Mayor and City Council Members,

There is a great deal of confusion and a general lack of clarity about changes to the budget. In particular, what is happening with the ECPD budget seems unclear. I would like to call for the city to provide clarity on the following:

1. What is the proposed total budget change for the ECPD from the current fiscal year to the upcoming fiscal year?
2. What do those changes actually translate to in terms of positions, police activities and overtime, etc? I understand that flexibility is useful when moving forward, but surely you are making these decisions with some sense of their potential impact or lack thereof.
3. How does the city judge the success of its various public safety programs? Are those metrics publicly available in a clear manner with accurate reporting to back them up? How would you know if a department was overfunded?

Best,
Rhea Ewing
El Cerrito Resident

--

Rhea Ewing
they/them/theirs



From: [Scott Tipping](#)
To: [City Clerk](#)
Subject: Council meeting 3A
Date: Tuesday, September 1, 2020 1:26:17 PM

Too the EC City council-

Scott Tipping Of El Cerrito 17 years

Please keep our first responders, particularly our fire department, funded. The Hillside Natural open space has mainly had lip service and has not been properly maintained by the city for decades and now represents a huge hazard for many, if not all of us in EL Cerrito. The must be addressed and at the top of the list for spending. Grants? Is anybody going after state and federal funding for this?

Sent from my iPad

OVERVIEW OF CITY DEPARTMENTS



Fiscal Response Plan

Budget Strategy	Department	Estimated Annual Fiscal Impact
Reduce city administration	City Administration	\$345,000
Change service delivery approach of finance functions	Finance	\$25,000
Restructure fire management functions	Fire	\$210,000
Restructure police operations	Police	\$595,000
Reduce/shift funding for landscape maintenance costs	Public Works (Parks)	\$165,000
Reduce recreation administrative functions	Recreation	\$166,000
Total Budget Strategies		\$1,506,000
Goal		\$1,500,000

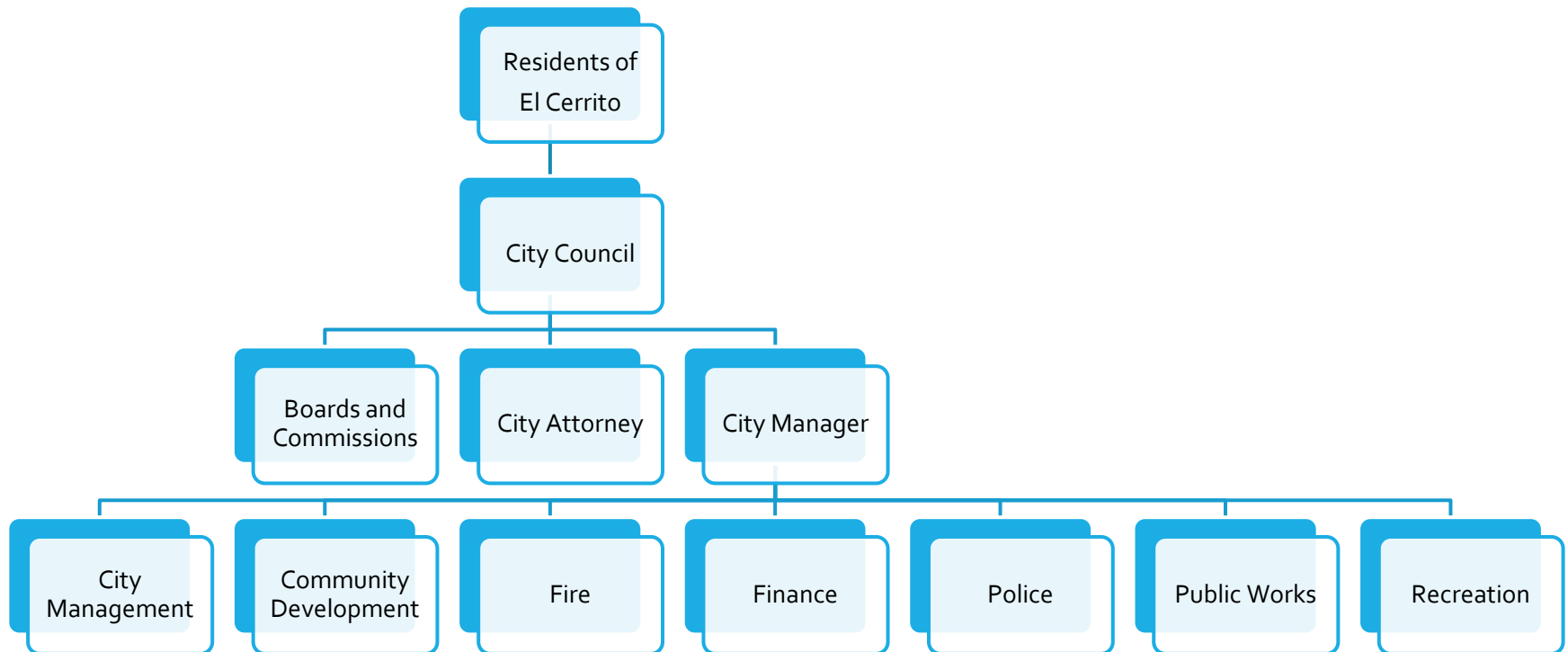
Implementation of Fiscal Response Plan and COVID-19 Assumptions

- Reduced Recreation Programs and Services, including all programs at the Midtown Activity Center, through 2020
- Elimination of three full-time positions and two part-time in City Management and Recreation Departments
- Considering filling vacant positions in Community Development to save increased contract costs and temporary staff
- Reduction of overtime in Fire Department by filling three vacant positions
- Restructuring of Police Department Operations
- Personnel reductions/savings effective January 1, 2021

Current General Fund Summary (Draft - 9/1/2020)

City of El Cerrito				
Draft FY 2021 General Fund Amended Budget				
	2019 Audited Actuals	2020 Unaudited Actuals	2021 Adopted Budget	2021 Proposed Amended Budget
Revenue				
4000-Property and Other Taxes	\$24,340,372.81	\$24,400,353.05	\$24,326,001.00	\$24,726,001.00
4200-Licenses & Permits	\$775,875.55	\$784,982.21	\$800,000.00	\$758,512.00
4300-Fines & Forfeitures	\$218,683.80	\$226,596.54	\$200,000.00	\$170,000.00
4400-Use of Money and Property	\$156,903.06	\$432,906.21	\$400,000.00	\$350,004.00
4500-Intergovernmental Revenues	\$6,744,664.57	\$6,721,399.85	\$6,600,000.00	\$6,958,654.00
4600-Charges for Services	\$6,934,001.51	\$4,530,451.56	\$6,000,000.00	\$5,223,126.00
4800-Other Revenue	\$182,784.95	\$141,171.84	\$150,000.00	\$253,000.00
4900-Other Financing Sources	\$2,036,871.00	\$940,851.00	\$915,671.00	\$938,572.00
Revenue Totals	\$41,388,157.25	\$38,178,712.26	\$39,391,670.00	\$39,377,869.00
Expenditures				
5100-Personnel	\$29,862,091.78	\$30,383,014.10	\$29,890,761.00	\$29,750,429.00
5200-Professional & Tech Services	\$4,487,102.48	\$3,827,999.26	\$3,040,729.00	\$3,534,494.00
5300-Purchased Property Services	\$2,300,199.46	\$2,198,784.50	\$1,838,581.00	\$1,813,791.00
5400-Other Purchased Services	\$1,840,486.49	\$1,864,063.53	\$1,815,341.00	\$1,832,920.00
5500-Supplies	\$725,803.57	\$609,566.14	\$596,022.00	\$611,025.00
5600-Property & Capital	\$422,377.97	\$432,556.73	\$419,763.00	\$310,268.00
5800-Financing Costs	\$478,198.22	\$494,232.65	\$351,350.00	\$456,469.00
5900-Other Financing Uses	\$1,415,881.53	\$701,272.00	\$648,454.00	\$665,612.00
Expenditure Totals	\$41,531,141.50	\$40,511,488.91	\$38,601,001.00	\$38,975,008.00
Surplus/(Deficit)	(142,984.25)	(2,332,776.65)	\$790,669.00	\$402,861.00

City Organization



Administration and Finance

2018-2020 Accomplishments	Fy 2020-21 Focus
• Developed successful Measure V (Charter City and Real Estate Transfer Tax) and Measure H (renewal of 2000 Measure A Swim Center) ballot measures • Implemented new software for agenda management and the livestream of City Council meetings, achieving process streamlining and cost savings to the City • Reopened and completed negotiations for seven successor Memorandum of Understanding (MOU) agreements achieving significant personnel cost reductions • Issued two Tax Revenue Anticipation Notes (TRAN) to fund cash flow needs. • Implemented remote access and virtual meeting solutions for Staff, City Council and Boards and Commissions	• Continue implementation of Fiscal Response Plan by controlling expenditures to achieve financial sustainability • Continue to provide quality day-to-day service delivery for residents within fiscal discipline • Continue to ensure the safety of employees and residents amid the national COVID-19 pandemic and California Fires • Administer the November 2020 Regular Municipal Election. • Enhance online services to increase transparency, and accessibility to city information and records, and provide critical services • Provide the City Council with regular Financial Reports • Complete annual budgets for FY 2021 and FY 2022 and make changes as needed during the year.

Community Development

2018-2020 Accomplishments	Fy 2020-21 Focus
• Sold former Redevelopment properties • Continued implementation and update of San Pablo Avenue Specific Plan • Adopted new accessory dwelling unit (ADU) legislation to facilitate new ADU development. • Celebrated Grand Opening of Hana Gardens Senior Affordable Housing • Conducted study sessions and developed Tenant Protection Policies • Completed grant funded projects • Worked with BART to develop a Request for Qualifications for development of the El Cerrito Plaza BART station	• Fully implement new cloud-based Permit Software program and Citizen Engagement Platform • Continue to facilitate housing and commercial development along San Pablo Avenue, initiate Program Environmental Impact Report and complete San Pablo Avenue Specific Plan Update • Work with BART and selected developer on transportation studies/grants and mixed-use development of the the El Cerrito Plaza BART Station. • Secure financing for BRIDGE Affordable Housing at Mayfair • Complete an inventory of Soft Story buildings throughout the City.

Recreation

2018-2020 Accomplishments	Fy 2020-21 Focus
• Adopted the El Cerrito Parks and Recreation Facilities Master Plan • Received 19 “Best of” Awards for Contra Costa County in 2019 from readers of Parent’s Press magazine for camp programs and classes • Achieved enrollment growth throughout programs • Received the 2019 California Parks and Recreation Society's Award of Excellence for Park Design for the Centennial Park, Phase I project • Provided safe program options to the public that comply with the County Health Order during the COVID-19 pandemic including summer day camps, swimming opportunities, play field permits, paratransit rides for seniors for essential appointments and shopping needs, weekly meal delivery of 5 to 7 lunches to seniors, and enhanced virtual options to the community providing free resources for families and people of all ages	• Monitor County and State Health Orders and information from the CDC and other health organizations to ensure best practices in program operations and safety • Implement and increase program offerings whenever safe to do so • Continue to work on return-to-operations planning in order to be as prepared as possible to resume post-pandemic programming and services in a cost effective and efficient manner • Form and increase partnerships with other services/community organizations to best provide residents and customers with resources and programming needs • Support staff physical and mental well-being, especially during the pandemic

Measure H – Proposed FY 2020-21

Available Funding	\$600,000.00	
Expenditures		General Fund Offset?
Fields & Parks Landscape Mngt.	\$198,000.00	Yes
HNA Vegetation Mngt & Trail Maintenance	\$70,000.00	Yes
Swim Center Maintenance	\$166,326.00	Yes
Park Equip, Signs, Etc	\$10,000.00	No
Immediate Work Priority Projects	\$35,475.30	No
Facility Equipment & Emergency Repairs	\$120,198.70	Yes
Total Proposed Expenditures	\$600,000.00	

Public Works

2018-2020 Accomplishments	Fy 2020-21 Focus
• Developed and adopted an improved Public Tree & Shrub Ordinance and achieved Tree City USA designation • Preserved the City's comprehensive Recycling Programs by soliciting and negotiating several new contracts for mixed curbside materials as well as various materials collected at the Center • Achieved significant Clean Water Program compliance milestones • Developed and adopted the City's first Transportation Impact Fee Program • Sustained and improved maintenance service levels for weed abatement in preparation of fire season, abatement of illegal dumping, clearing of storm drains and creek areas in preparation of rainy season, and park and public landscape upkeep.	• Maintain weed abatement and fire fuel reduction in natural areas, abatement of illegal dumping, clearing of storm drains and creek areas in preparation of rainy season, and street tree pruning to reduce risk of failures. • Plan for compliance and implementation of increasing state mandates related to integrated waste management including SB 1383 (• Participate in regional negotiations for the reissuance of the Clean Water Program National Pollutant Discharge Elimination Program Municipal Regional Permit • Complete the update of the Storm Drain Master Plan • Begin construction of several capital improvement projects as detailed in the Capital Improvement Program and actively continue the Caltrans project development process and design of the Del Norte TOD Complete Streets Improvement Project

Fire

2018-2020 Accomplishments	Fy 2020-21 Focus
• Successfully completed a 10 year extension of the contract for service with the Kensington Fire Protection District • Supported responses to 20 major wildland fires through the State, providing mutual aid with no injuries or damage to apparatus and were fully reimbursed by the State and Federal Governments • Appointed a new Fire Chief, promoted two Battalion Chiefs, two Captains, two Engineers, and hired three new firefighters • Completed the City's Emergency Operation Plan Update and finalized the document A Residents Guide to Wildfire Preparedness and Evacuation in collaboration with the Police Department • In partnership with Zonehaven, developed and completed a program that works with the County Community Warning System to execute a controlled evacuation of the community through the use of predetermined zones	• Maintain and improve safety protocols to provide emergency services efficiently amid the COVID-19 Pandemic • Continue focus on Vegetation Management and Fire Prevention Programs • Develop fee schedule and program to support year round Weed Abatement Program • Update of equipment replacement schedules and facilitate replacement of Engine 171 • Continue training and development of performance standards for mid-rise structures for response to the new and proposed construction of five, six and seven story buildings on San Pablo Avenue.

Police

2018-2020 Accomplishments	Fy 2020-21 Focus
• Deployed Body Worn Cameras • Assisted with response to regional wildfires • Conducted evaluation of responses to calls for service, resulting in service delivery improvements for low level offenses • Realigned response to traffic enforcement, emphasizing enforcement contacts for dangerous driving behavior and reducing racial disparity • Utilized existing systems to provide alternative reporting options during early COVID-19 outbreak response	• Develop and implement a restructuring plan to achieve additional cost savings • Continue to adapt to policing with COVID-19 with a focus on maintaining best practices for community and employee health, as understanding of the disease grows • Increase transparency initiatives by publishing reports on officer use of force and citizen complaints • Prepare for mandated reporting initiatives - Racial and Identity Profiling Act (RIPA) and National Incident-Based Reporting System (NIBRS) • Minimize the impact of budget and staff reductions on public safety