AGENDA

SPECIAL CITY COUNCIL MEETING
Tuesday, April 3, 2012 – 8:30 p.m.

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

Bill Jones – Mayor

Mayor Pro Tem Greg Lyman
Councilmember Rebecca Benassini
Councilmember Ann Cheng
Councilmember Janet Abelson

8:30 p.m. CONVENE SPECIAL CITY COUNCIL MEETING

1. PLEDGE OF ALLEGIANCE TO THE FLAG – Observed earlier.

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 – None

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

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.

A. Minutes for Approval

Approve the following: 1) March 6, 2012 Special City Council, Regular City Council and
Special City Council Closed Session meeting minutes; and 2) March 20, 2012 Special City Council and City Council Closed Session meeting minutes.

B. **Proclaiming April 2012 as Child Abuse Prevention Month**

Approve a proclamation proclaiming the month of April 2012 as Child Abuse Prevention Month in the City of El Cerrito and calling upon all residents, community agencies, faith groups, medical facilities and businesses to increase their participation in efforts to support safe and strong families, thereby preventing child abuse and strengthening the communities in which we live.

C. **Co-Sponsorship for the use of the Community Center Garden Room and Cerrito Vista Park by the American Cancer Society for Relay for Life**

Adopt a resolution approving City co-sponsorship for American Cancer Society Relay For Life El Cerrito. Approval of co-sponsorship will make available the Community Center Garden Room for two hour meetings, once per month January to July 2012, and Cerrito Vista Park on July 21 and 22, 2012 and waive all fees associated with the use of these facilities. Available rooms or clubhouses will be used for the Relay’s planning meetings in order to prevent conflicts with potential rentals. Cerrito Vista Park will be used for the Relay itself.

D. **Annual Parcel Assessment for the National Pollutant Discharge Elimination System**

Adopt a resolution establishing the annual NPDES assessment Equivalent Runoff Unit rate at the current rate of $38.00 and direct the Contra Costa Flood Control & Water Conservation District to adopt Stormwater Utility Area levies based on this amount.

E. **Curb Marking Modifications in front of Prospect Sierra Elementary School (2060 Tapscott Avenue)**

Adopt a resolution authorizing the Public Works Director/City Engineer to modify white and yellow curb markings in front of Prospect Sierra Elementary School located at 2060 Tapscott Avenue as shown on Exhibit A to the Resolution.

F. **Fiscal Year 2012-13 Landscape and Lighting Assessment District Report**

Adopt a resolution directing NBS Local Government Solutions (NBS), the designated Engineer of Work for the Landscape and Lighting Assessment District No. 1988-1, to prepare and file the annual report for Fiscal Year 2012-13.

G. **Ordinance Establishing the Measure A Swim Center Parcel Tax Rate for Fiscal Year 2012-13**

Introduce by title, waive any further reading and approve an Ordinance establishing the Measure A (Swim Center) Parcel Tax rate for FY 2012-13. Staff recommends that the City adopt an Ordinance establishing the Measure A Parcel Tax Rate at the current level of $38.61 per single-family residential unit, $29.73 per multifamily residential unit, and $270.66 per acre of non-residential property for FY 2012-13.

H. **Quarterly Investment Report**

Receive and file the City’s December 31, 2011 Quarterly Investment Report.

I. **Annual Progress Report on General Plan 2011**

Receive and file the attached General Plan Annual Progress Report.
J. El Cerrito Wall of Fame Nominations

Receive nominations of two individuals for the El Cerrito Wall of Fame.

6. PUBLIC HEARINGS – None

7. POLICY MATTERS – None

8. COUNCIL ASSIGNMENTS/LIAISON REPORTS

A. Mayor Jones Assignments: Contra Costa County Mayors’ Conference, Crime Prevention Committee, Design Review Board, Disaster Preparedness Council Delegate, Municipal Service Corporation Chair, Oversight Board of the Successor Agency for the Former El Cerrito Redevelopment Agency, Pension Board Chair, TemporaryPermits Committee, Tom Bates Regional Sports Field JPA, Underground Utilities Committee, West County Integrated Waste Management Authority Alternate and West County Mayors’ & Supervisors’ Association.

B. Mayor Pro Tem Lyman Assignments: Commission/Committee Rules Subcommittee, Contra Costa County Mayors’ Conference Alternate, Disaster Preparedness Council Alternate, Economic Development Board, Municipal Services Corporation Vice-Chair, Pension Board Alternate, Planning Commission, Tree Committee, West County Integrated Waste Management Authority Delegate and West County Mayors’ & Supervisors’ Association Alternate.

C. Councilmember Abelson Assignments: Association of Bay Area Governments (ABAG) General Assembly Alternate, Committee on Aging, Contra Costa Transportation Authority, Environmental Quality Committee, League of California Cities East Bay Division Delegate and West Contra Costa Transportation Advisory Committee Delegate.

D. Councilmember Benassini Assignments: Arts and Culture Commission, Park and Recreation Commission, Redevelopment Agency Vice-Chair, and Tom Bates Regional Sports Field JPA Alternate.

E. Councilmember Cheng Assignments: Association of Bay Area Governments (ABAG) General Assembly Delegate, Commission/Committee Rules Subcommittee, Financial Advisory Board, Human Relations Commission, League of California Cities East Bay Division Alternate, Redevelopment Agency Chair and West Contra Costa Transportation Advisory Committee Alternate.

9. ADJOURN SPECIAL CITY COUNCIL MEETING

The next City Council meeting is scheduled on Tuesday, April 17, 2012 at 7:00 p.m. The meeting will take place in the City Council Chambers at City Hall, 10890 San Pablo Avenue, El Cerrito.

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

- Council Meetings can be heard live on FM Radio, KECG – 88.1 and 97.7 FM and viewed live on Cable TV - KCRT- Channel 28. 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
Tuesday, March 6, 2012 – 6:40 p.m.
Hillside Conference Room

REGULAR CITY COUNCIL MEETING
Tuesday, March 6, 2012 – 7:00 p.m.
City Council Chambers

SPECIAL CITY COUNCIL MEETING – CLOSED SESSION
Tuesday, March 6, 2012 – Immediately Following the Municipal Services Corporation Meeting
Hillside Conference Room

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

Bill Jones – Mayor

Mayor Pro Tem Greg Lyman
Councilmember Rebecca Benassini

Councilmember Ann Cheng
Councilmember Janet Abelson

ROLL CALL
Councilmembers Abelson, Benassini, Cheng, Lyman and Mayor Jones all present.

CONVENE SPECIAL CITY COUNCIL MEETING
Mayor Jones convened the Special City Council meeting at 6:42 p.m.

ORAL COMMUNICATIONS FROM THE PUBLIC – No comments.

COMMISSION INTERVIEWS, STATUS AND APPOINTMENTS
Conduct interviews of candidates for city boards and commissions. Interviews may result in an announcement of appointment at the meeting. The City Council may also discuss scheduling of future interviews.

Action: Conducted interviews.

ADJOURNED SPECIAL CITY COUNCIL MEETING at 7:04 p.m.
ROLL CALL
Councilmembers Abelson, Benassini, Cheng, Lyman and Mayor Jones all present.

7:00 p.m.  CONVENE REGULAR CITY COUNCIL MEETING
Mayor Jones convened the Regular City Council meeting at 7:08 p.m.

1.    PLEDGE OF ALLEGIANCE TO THE FLAG was led by Mayor Pro Tem Lyman.

2.    COUNCIL / STAFF COMMUNICATIONS
Councilmember Benassini stated that the Arts & Culture Commission will take public comment on placement of the San Pablo Avenue Streetscape icons on March 22, 2012. The artists will make a presentation regarding proposed locations of the icons along San Pablo Avenue.

Councilmember Cheng informed the public about entrepreneurial training that is being sponsored by the City’s Economic Development Board. The training is a ten week program. An information meeting is scheduled at City Hall on March 8, 2012 from 10:30 a.m. to noon. More information is available from the website www.discoverelcerrito.com.

Mayor Jones reported that the City Council met earlier on commission appointments. The City Council will continue its discussion at a future meeting. Mayor Jones also announced that Assistant City Manager Karen Pinkos has been selected by the John F. Kennedy School of Government at Harvard to participate in a special summer program.

3.    ORAL COMMUNICATIONS FROM THE PUBLIC
Al Miller, El Cerrito, reported on the March 5, 2012 public meeting convened by the El Cerrito Police Department on crime. Mr. Miller said the meeting was very informative and well attended. Mr. Miller said he found it reassuring that the Police Department is committed to communicating and partnering with the public to enhance safety. Additionally, Mr. Miller thanked Councilmember Abelson for her efforts in organizing a school event that was sponsored by the League of Women Voters and others. The event involved taking approximately sixty students to Sacramento. The students met with State Superintendent of Education Torlakson and also made presentations regarding program funding to Senators De Saulnier and Hancock and Assemblymember Skinner.

4.    PRESENTATIONS
A. RecycleMore Household Hazardous Waste Program Video – Nicole Forte, Programs Manager, RecycleMore

Action: Received presentation.

5.    ADOPTION OF THE CONSENT CALENDAR – Item Nos. 5A through 5D
Moved, seconded (Benassini/Cheng) and carried unanimously to adopt Consent Calendar Item Nos. 5A, 5B and 5D as indicated below. Item No. 5C was removed from the Consent Calendar at the request of Councilmember Benassini and voted on separately.

A. Minutes for Approval
Approve the February 21, 2012 Special City Council Closed Session and Regular City Council meeting minutes.

Action: Approved minutes.
B.  **Proclamation proclaiming March 2012 as Red Cross Month**

Approve a proclamation proclaiming March 2012 as American Red Cross Month in the City of El Cerrito and encouraging all residents to support this organization and its noble humanitarian mission.

**Action:** Approved proclamation.

C.  **Defense of Bay Delta Issues From a Regional Perspective**

At the request of Mayor Jones, adopt a resolution identifying the City of El Cerrito as a stakeholder with other County, Contra Costa County cities, Special Districts and other agencies and organizations, for the purpose of articulating mutual interests on Bay-Delta issues and as a stakeholder to resolve to work together to defend Bay-Delta related interests from a regional perspective. The resolution also identifies principles of mutual interest.

**Action:** Moved, seconded (Benassini/Abelson) and carried unanimously to adopt Resolution No. 2012-16 as amended by Councilmember Benassini to modify the second recital of the resolution as follows:

> WHEREAS, each city and town in Contra Costa County will **may be** adversely impacted by some of the planned actions in the Delta through reduction in water quality and health of the San Francisco Bay-Delta and the resulting increase in storm water (NPDES) permit requirements.

D.  **Confirm Committee on Aging Appointment**

Approve a Committee on Aging recommendation to appoint Vera Gibbs Winston to the Committee on Aging, effective March 7, 2012.

**Action:** Approved recommendation.

6.  **PUBLIC HEARINGS** – None

7.  **POLICY MATTERS**

A.  **I-80 Integrated Corridor Mobility Project Memorandum of Understanding**

Adopt a resolution authorizing the City Manager or his designee to execute the I-80 Integrated Corridor Mobility Project, Memorandum of Understanding (Exhibit A to the Resolution) and to make non-substantive changes subject to the review of the City Attorney.

**Presenters:** Yvetteh Ortiz, Engineering Manager; John Rudolph, West Contra Costa Transportation Advisory Committee and Hisham Noeimi, Contra Costa Transportation Authority.

**Action:** Moved, seconded (Abelson/Benassini) and carried unanimously to adopt Resolution No. 2012-17.

B.  **Authorization to Cast Ballots for the 2012 Clean Water Program**

Adopt a resolution authorizing the City Manager to cast ballots for the 2012 Community Clean Water Initiative in the affirmative for all parcels owned by the City of El Cerrito, and to submit those ballots to the proper authority by April 6, 2012.

**Presenter:** Jerry Bradshaw, Public Works Director/City Engineer.

**Action:** Moved, seconded (Lyman/Abelson) and carried unanimously to adopt Resolution No. 2012-18.
8. **COUNCIL ASSIGNMENTS/LIAISON REPORTS**

A. Mayor Jones reported on his attendance at the Contra Costa Mayors Conference. The Mayors received a presentation from an organization [California Forward] who is sponsoring a smart government initiative. The initiative has a lot to do with state funding, budgeting and performance measurement. Accomplishments are measured against expenses at the state and municipal levels. Mayor Jones stated that the City is already doing what is proposed in this initiative. California Forward appears to be bipartisan and is not politically motivated; its only interest is better government.

B. Mayor Pro Tem Lyman reported that the West County Integrated Waste Management Authority reaffirmed its use of the consulting firm HF&H to assist the Board in making decisions about recycling processing in West County.

C. Councilmember Abelson reported that the West Contra Costa Transportation Advisory Committee voted in favor of the I-80 ICM project at its last meeting.

D. Councilmember Benassini reported that the Parks Commission met on February 22, 2012 and received a presentation from Mr. Bradshaw on Measure WW Funds. The Commissioners learned that there is $550,000 that has yet to be planned. The Commission discussed how it could provide recommendations to staff. West Contra Costa Unified School District personnel will make a presentation to the Commission in March on District facilities and the Commission may discuss joint use of the facilities.

E. Councilmember Cheng stated that the Human Relations Commission met with some of the earliest members of the Commission and discussed the history of the commission. The next meeting will feature a discussion of the Commission's budget and programs.

9. **ADJOURNED REGULAR CITY COUNCIL MEETING** at 8:43 p.m.

10. **RECESS TO ATTEND THE MUNICIPAL SERVICES CORPORATION MEETING** *(Noticed by separate agenda)* at 8:44 p.m.

11. **CONVENE SPECIAL CITY COUNCIL MEETING – CLOSED SESSION**

Mayor Jones convened the Special City Council – Closed Session meeting at 8:52 p.m.

**ROLL CALL**

Councilmembers Abelson, Benassini, Cheng, Lyman and Mayor Jones all present.

**ANNOUNCEMENT OF CLOSED SESSION**

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

**Agency Designated Representatives:** Scott Hanin, City Manager, Glenn Berkheimer, Labor Negotiator, Sky Woodruff, City Attorney and Sukari Beshears, Employee Services Manager

**Employee Organizations:** Service Employees International Union Local 1201 and Unrepresented Employees

**ORAL COMMUNICATIONS FROM THE PUBLIC** – No comments.

**RECESS INTO CLOSED SESSION** at 8:53 p.m.

EL CERRITO CITY COUNCIL

MINUTES

SPECIAL CITY COUNCIL MEETING
Tuesday, March 20, 2012 – 6:45 p.m.
Hillside Conference Room

SPECIAL CITY COUNCIL MEETING – CLOSED SESSION
Tuesday, March 20, 2012 – 7:00 p.m.
Hillside Conference Room

Meeting Location
El Cerrito City Hall
10890 San Pablo Avenue, El Cerrito
Neither meeting will be televised

Bill Jones – Mayor

Mayor Pro Tem Greg Lyman
Councilmember Rebecca Benassini

Councilmember Ann Cheng
Councilmember Janet Abelson

6:45 p.m. ROLL CALL
Councilmembers Abelson, Benassini, Cheng, Lyman and Mayor Jones all present.

CONVENE SPECIAL CITY COUNCIL MEETING
Mayor Jones convened the Special City Council meeting at 7:16 p.m.

ORAL COMMUNICATIONS FROM THE PUBLIC – One speaker.

COMMISSION INTERVIEWS, STATUS AND APPOINTMENTS
Discuss appointments to city boards and commissions. Discussion may result in an announcement of appointment at the meeting. The City Council may also discuss scheduling of future interviews.

Action: Mayor Jones announced the following commission appointments:

Arts and Culture Commission - Luis Zavala and Heidi Rand appointed to terms concluding on January 1, 2013.

Economic Development Board – Carla Hanson to a term concluding on January 1, 2013.

Parks & Recreation Commission – Michael Aaronian to a term beginning approximately June 2012 and concluding on January 1, 2014.

ADJOURNED SPECIAL CITY COUNCIL MEETING at 7:18 p.m.
ROLL CALL
Councilmembers Abelson, Benassini, Cheng, Lyman and Mayor Jones all present.

7:00 p.m.  CONVENE SPECIAL CITY COUNCIL MEETING – CLOSED SESSION
(Continued from March 6, 2012)
Mayor Jones convened the Special City Council Closed Session at 7:18 p.m.

ANNOUNCEMENT OF CLOSED SESSION
Conference with Labor Negotiators (Pursuant to Government Code Section 54957.6)
Agency Designated Representatives: Scott Hanin, City Manager, Glenn Berkheimer, Labor Negotiator, Sky Woodruff, City Attorney and Sukari Beshears, Employee Services Manager
Employee Organizations: Service Employees International Union Local 1201 and Unrepresented Employees

ORAL COMMUNICATIONS FROM THE PUBLIC – No comments.
RECESS INTO CLOSED SESSION at 7:18 p.m.
POSSIBLE REPORT OUT OF CLOSED SESSION – No reportable action.
ADJOURNED SPECIAL CITY COUNCIL MEETING – CLOSED SESSION at 9:02 p.m.
CITY OF EL CERRITO PROCLAMATION
April 2012 is Child Abuse Prevention Month

WHEREAS, every child is precious and deserves to grow up in a healthy, safe, nurturing environment free from the threats, dangers and harmful effects of child abuse and neglect; and

WHEREAS, child abuse and neglect impacts our entire society and can cause traumatic psychological, emotional and physical harm which can lead to poor outcomes including, detrimental behaviors and mental and physical illness for children and adults; and

WHEREAS, a strong family unit is the best deterrent to child abuse, effectively intervening in the lives of children threatened by abuse is a shared responsibility. Strengthening the bonds within families requires community members and leaders to partner with parents; and

WHEREAS, effective child abuse prevention programs succeed because of partnerships created among social services agencies, schools, faith communities, civic organizations, law enforcement agencies, and the business community; and

WHEREAS, working together is crucial to protect the well-being of our children by recognizing the signs of violence and creating safe, and strong environments that safeguard the promise of their futures; and

WHEREAS, nationally it is estimated that more than 1,500 children die each year from child abuse or neglect and during periods of economic challenges, families feel more vulnerable, and as a result, child abuse and neglect increases drastically; and

WHEREAS, research obtained from STAND! shows that for every $1 spent on child abuse and neglect prevention, $34 will not be spent on publicly funded crisis-oriented programming such as protective services, foster care, special education and counseling.

NOW THEREFORE, the City Council of the City of El Cerrito hereby proclaims April 2012 as Child Abuse Prevention Month in the City of El Cerrito and calls upon all residents, community agencies, faith groups, medical facilities and businesses to increase their participation in efforts to support safe and strong families, thereby preventing child abuse and strengthening the communities in which we live.

Dated: April 3, 2012

William C. Jones, III, Mayor
Date: April 3, 2012
To: El Cerrito City Council
From: Christopher Jones, Acting Recreation Director
Subject: Approval of Co-Sponsorship for the use of the Community Center Garden Room and Cerrito Vista Park by the American Cancer Society for Relay For Life El Cerrito.

ACTION REQUESTED

Adopt a resolution approving City co-sponsorship for the American Cancer Society Relay For Life - El Cerrito. Approval of co-sponsorship will make available the Community Center Garden Room for two hour meetings, once per month January to July 2012, and Cerrito Vista Park on July 21 and 22, 2012 and waive all fees associated with the use of these facilities. Available rooms or clubhouses will be used for the Relay Event planning meetings in order to prevent conflicts with potential rentals. Cerrito Vista Park will be used for the Relay itself.

BACKGROUND/ANALYSIS

The American Cancer Society Relay for Life is a life changing event that gives everyone in communities across the globe a chance to celebrate the lives of people who have battled cancer, remember loved ones lost, and fight back against the disease. At Relay, teams of people camp out at a local high school, park, or fairground and take turns walking or running around a track or path. Each team is asked to have a representative on the track at all times during the event. Because cancer never sleeps, Relays are overnight events lasting up to 24 hours in length.

The Relay for Life event began in 1985 when Dr. Gordy Klatt, a colorectal surgeon in Tacoma, Washington, ran and walked around a track for 24 hours to raise money for the American Cancer Society. Since then, Relay has grown from a single man’s passion to fight cancer into the world’s largest movement to end the disease. Each year, more than 3.5 million people in 5,000 communities in the United States, along with additional communities in 20 other countries, gather to take part in this global phenomenon and raise much needed funds and awareness to save lives from cancer. Thanks to Relay participants and communities, the American Cancer Society continues to save lives.
On February 7, 1977 the City Council established a co-sponsorship policy that would assist community non-profit organizations in providing leisure services to El Cerrito residents. The policy provides assistance to community organizations to make public facilities and other services available for the growth, continuation of programs, and to insure that public facilities are being used for the best welfare of the community.

On October 6, 1980, the City Council amended the co-sponsorship policy on the recommendation of the Park and Recreation Commission. This policy governed the relationship between the City and non-profit organizations in the provision of recreation programs in the community. The policy was adopted to formalize a procedure in which groups would receive the use of public facilities at a reduced cost and provide priority usage of City facilities.

On March 19, 2001, the City Council approved a process to review all requests from community based organizations, co-sponsored facility use and funding. Co-sponsored groups receive the financial benefit of reduced or free facility use in lieu of asking the City for a monetary donation.

**FINANCIAL CONSIDERATIONS**

Staff proposes waiving fees in the amount of $2,100 for the use of the meeting room for fourteen hours and Cerrito Vista Park on July 21 and 22 in support of El Cerrito’s Relay for Life Event.

**Reviewed by:**

Scott Hanin

City Manager

Attachment:

1. Proposed Resolution
RESOLUTION NO. 2012 -XX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CERRITO
AUTHORIZING APPROVAL OF CO-SPONSORSHIP FOR THE USE OF AN
AVAILABLE MEETING ROOM ONCE PER MONTH FROM JANUARY TO JULY
2012 AND CERRITO VISTA PARK, JULY 21ST AND 22ND BY THE AMERICAN
CANCER SOCIETY FOR RELAY FOR LIFE EL CERRITO AND WAIVE ALL FEES
ASSOCIATED WITH THE USE OF THE ROOM AND PARK

WHEREAS, on March 19, 2001 the City Council approved a process to review all
requests from community based organizations for facility use and funding; and

WHEREAS, the City provides support for community based, co-sponsored
organizations; and

WHEREAS, community organizations through their design, improve and enhance
the quality of life in El Cerrito; and

WHEREAS, public facilities are to be used to benefit the El Cerrito community;
and

WHEREAS, the American Cancer Society would like to utilize an available
meeting room once per month from January to July 2012 and Cerrito Vista Park July 21st
and 22nd; and

WHEREAS, the American Cancer Society intends on hosting El Cerrito’s Relay
for Life at Cerrito Vista Park; and

WHEREAS, communities from across the globe will have a chance to celebrate
the lives of people who have battled cancer, remember loved ones who lost or fought
back against the disease; and

WHEREAS, the City has provided support to past Relay for Life events in El
Cerrito.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of El
Cerrito hereby approves the use of an available meeting room from January to July 2012
and Cerrito Vista Park July 21st and 22nd for co-sponsorship of the American Cancer
Society for Relay for Life El Cerrito and waives all fees associated with the use of room
and park by the American Cancer Society Relay for Life El Cerrito team. .

BE IT FURTHER RESOLVED, that this Resolution shall become effective
immediately upon its passage and adoption.
I CERTIFY that at a regular meeting on April 3, 2012 the City Council of the City of El Cerrito passed this Resolution by the following vote:

AYES: COUNCIL MEMBERS
NOES: COUNCIL MEMBERS
ABSENT: COUNCIL MEMBERS

IN WITNESS of this action, I sign this document and affix the corporate seal of the City of El Cerrito on April ________, 2012.

________________________
Cheryl Morse, City Clerk

APPROVED:

________________________
William C. Jones, III, Mayor
AGENDA BILL

Agenda Item No. 5(D)

Date: April 3, 2012
To: El Cerrito City Council
From: Stephen Prée, Environmental Programs Manager / City Arborist
Jerry Bradshaw, Public Works Director / City Engineer
Subject: Annual Parcel Assessment for the National Pollutant Discharge Elimination System Program (NPDES)

ACTION REQUESTED
Adopt a resolution establishing the annual NPDES assessment Equivalent Runoff Unit rate at the current rate of $38.00 and direct the Contra Costa County Flood Control & Water Conservation District to adopt Stormwater Utility Area levies based on this amount.

BACKGROUND
The City continues to participate in a countywide effort to comply with its National Pollutant Discharge Elimination System (NPDES) Permit. The activities undertaken through the program contribute to a cleaner El Cerrito and a cleaner San Francisco Bay. The program is mandated under the 1987 amendments to the Federal Water Pollution Control Act (Clean Water Act) and is administered in the Bay Area by the San Francisco Regional Water Quality Control Board (RWQCB). Nineteen cities along with the County Flood Control District established the Contra Costa County Clean Water Program (Clean Water Program) to coordinate compliance and collaborate on programmatic components of the NPDES permit and Clean Water Program within Contra Costa County.

Although the NPDES Permit and its programs are federally mandated, funding must be provided by the permittees. In order to comply with the requirements, the County established a countywide assessment district (Stormwater Utility Area or SUA) to fund the costs of the program, which includes both group activities and individual city activities.

Each year the per parcel rate for the assessment district must be re-established by the Board of Supervisors, which acts as the governing body for the Flood Control District and, thus, the Clean Water Program. Each city first must adopt a resolution designating the appropriate assessment for its jurisdiction and then forward that instructing resolution to the Clean Water Program. The resolution must be adopted by El Cerrito no later than April 15th in order for the county to have sufficient time to place the
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assessment on the property tax roles for fiscal year (FY) 2012-2013. The purpose of this agenda item is to provide an update on the City’s program and adopt a resolution establishing the assessment for El Cerrito for FY 2012-2013.

El Cerrito’s Clean Water Program

The City’s Clean Water Program includes meeting multiple NPDES permit provisions through activities that can be grouped in five general areas. Below is a brief description of each program area. Specific annual accomplishments are detailed in an Annual Report prepared each fall for submittal to the RWQCB. The activities are carried out primarily by the Public Works Engineering and Maintenance Divisions, the Building Division and the Environmental Services Division, with assistance from Code Enforcement and the Fire Department as needed.

1) New Development and Construction Control Activities: New development and construction activities have the potential to adversely affect water quality. Therefore, the City of El Cerrito’s goal is to prevent pollutants from entering storm drains during new development and construction activities, as well as for the life of the project. Measures to achieve this include integrating and inspecting stormwater pollution prevention measures during construction of public and private projects and integrating and inspecting permanent stormwater pollution prevention measures on both public and private projects. Permanent stormwater pollution prevention measures, such as bioswales, are commonly referred to as “C.3” provisions.

2) Public Education and Industrial Outreach Activities (PEIO): The goal of El Cerrito’s PEIO program is to educate residents and businesses about the causes and effects of stormwater pollution, the difference between the sanitary sewer and the storm drain system, and our local watersheds. The City also aims to encourage residents and businesses to participate in ongoing creek protection and restoration efforts and to adopt less-polluting practices.

3) Municipal Maintenance Activities: The goals of the City of El Cerrito’s Municipal Maintenance Performance Standards are to optimize pollutant removal during routine maintenance activities (street sweeping and storm drain facility maintenance) and to prevent or minimize discharges to storm drains and watercourses from road and park maintenance, corporation yards, and other publicly-owned facilities.

4) Inspection Activities: The goal of the City of El Cerrito’s Industrial and Commercial Inspection Program is to reduce or eliminate discharges to the storm drain system from industrial and commercial facilities. Since FY 2003-2004, the East Bay Municipal Utility District (EBMUD) performs the City’s commercial and industrial inspections through a contract coordinated by the Contra Costa Clean Water Program.

5) Illicit Discharge Control Activities: The goal of the City of El Cerrito’s Illicit Discharge Control Activities program is to prevent pollution from entering storm
Agenda Item No. 5(D)

drains and creeks. Public Works maintenance staff conduct regular inspections of all open creek segments, trash racks and headwalls on public property as part of routine procedure. The City also maintains a complete video file of all stormdrain segments which can be easily referenced to investigate any possible illegal connections to the stormdrain system.

**Municipal Regional Permit**

The cities and municipalities that make up the Contra Costa Clean Water Program are currently permitted under a new Municipal Regional Permit (MRP) adopted by the RWQCB on October 14, 2009. The goals of the MRP, as stated by the RWQCB include: consolidating all Bay Area municipal permits into one consistent permit which is regional in scope; including more specificity in NPDES permit language and requirements, such as requiring specific stormwater management actions, specifying level of implementation, and requiring certain reporting and effectiveness evaluation processes; implementing and enhancing actions to control 303(d) listed pollutants, pollutants of concern (POCs), and Total Maximum Daily Load (TMDL) limits; and implementing more specific and comprehensive stormwater monitoring.

The new MRP requirements change the scope of the Clean Water Program and will increase the City’s future annual NPDES costs. The Contra Costa County Clean Water Program is currently conducting a property-owner mail ballot election on a new property-related fee to fund the expanded mandates of the MRP.

**Stormwater Utility Assessment**

The Clean Water Program is funded through the countywide Stormwater Utility Area assessment district. Specific assessments are calculated through determining Equivalent Runoff Units (ERUs). An ERU is a value that reflects the amount of impervious (paved) surface of a given parcel. Impervious surfaces result in storm water runoff to the storm drain system, which potentially carries pollutants to the Bay and into the ground water. Parcels that contain large areas of paved surfaces are assigned a greater number of ERUs. A residential lot in El Cerrito between 5,000-20,000 square feet is assigned one (1) ERU. Industrial or commercial parcels with paved parking or other impervious surfaces may be assigned two (2) or more ERUs depending on their size.

El Cerrito’s current rate of $38.00 per Equivalent Runoff Unit (ERU) was established by Council in FY 2004-2005 and reflected a modest increase from the previous rate of $30.00 established in FY 2003-2004. The current $38.00 ERU rate generates approximately $391,000 annually. The City has reached it’s “cap” of $38.00, and the ERU cannot be increased without approval from the voters.
FINANCIAL CONSIDERATIONS

Staff is proposing that the fee for FY 2012-2013 remain at the maximum cap rate of $38.00 per ERU. This rate would generate approximately $391,000 and will continue to fund current NPDES activities, including municipal maintenance activities, such as storm drain cleaning, as well as Clean Water Program activities, such as water quality monitoring and illicit discharge detection and elimination.

Following adoption by City Council, the County Board of Supervisors, acting as the district’s governing body, will adopt the annual property assessments for the FY 2012-2013 tax rolls.

Reviewed by:

Scott Hanin
City Manager

Attachments:
1. Resolution establishing the City’s ERU rate for FY 2012-13
RESOLUTION NO. 2012-XX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL CERRITO ESTABLISHING THE RATE AND ADOPTING AN ANNUAL PARCEL ASSESSMENT FOR THE DRAINAGE MAINTENANCE AND THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM PROGRAM (NPDES)

WHEREAS, under the Federal Water Pollution Control Act, prescribed discharges of stormwater require a permit from the appropriate California Regional Water Quality Board under the National Pollutant Discharge Elimination System (NPDES) program; and

WHEREAS, the City of El Cerrito did apply for, and did receive, a NPDES permit which requires the implementation of selected Best Management Practices to minimize or eliminate pollutants from entering stormwaters; and

WHEREAS, it is the intent of the City of El Cerrito to utilize funds received from its Stormwater Utility Area (SUA) for implementation of the NPDES program and drainage maintenance activities; and

WHEREAS, at the request of the City of El Cerrito, the Contra Costa County Flood Control & Water Conservation District (DISTRICT) has completed the process for formation of a SUA, including the adoption of the Stormwater Utility Assessment Drainage Ordinance No. 93-47; and

WHEREAS, the SUA and Program Group Costs Payment Agreement between the City of El Cerrito and DISTRICT requires that the City of El Cerrito annually, by April 15th, determine the rate to be assessed to a single Equivalent Runoff Unit (ERU) for the forthcoming fiscal year.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of El Cerrito does determine that the rate to be assigned to a single ERU for fiscal year 2012-2013 shall be set at $38.00.

BE IT FURTHER RESOLVED that the City Council of the City of El Cerrito does hereby request the DISTRICT to adopt SUA levies based on said amount.

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

I CERTIFY that at a regular meeting on April 3, 2012 the City Council of the City of El Cerrito passed this Resolution by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
IN WITNESS of this action, I sign this document and affix the corporate seal of the City of El Cerrito on ________, 2012.

Cheryl Morse, City Clerk

APPROVED:

William C. Jones III, Mayor
AGENDA BILL

Agenda Item No. 5(E)

Date: April 3, 2012
To: El Cerrito City Council
From: Yvetteh Ortiz, Engineering Manager
Jerry Bradshaw, Public Works Director / City Engineer
Subject: Curb Marking Modifications in front of Prospect Sierra Elementary School (2060 Tapscott Avenue)

ACTION REQUESTED
Adopt a resolution authorizing the Public Works Director/City Engineer to modify white and yellow curb markings in front of Prospect Sierra Elementary School located at 2060 Tapscott Avenue as shown in Exhibit A to the resolution.

DISCUSSION
Public Works staff is recommending parking revisions on the north side of Tapscott Avenue in front of Prospect Sierra Elementary School. This is in response to a request from a school representative for a passenger loading/unloading zone where a red zone currently exists. It has been the practice of the City of El Cerrito to adjust parking restrictions near schools to improve student drop-off and pick-up activities and traffic circulation when requested by school representatives.

Public Works staff evaluated the existing curb markings and use of the curb space during school drop-off and pick-up times. Currently, the existing red zone in front of the school is used for student drop-off and pick-up. However, El Cerrito Municipal Code indicates that a red curb marking means no stopping, standing or parking at any time with buses excepted. The parking modifications are based on the following guidelines to provide a legal, safe and convenient passenger loading zone and best meet the current parking needs as confirmed with school staff:

- Maintain existing red curb marking at crosswalk for safety purposes;
- Maintain a shuttle loading zone (existing yellow curb markings) near the main school entrance;
- Provide passenger loading zones (white curb markings) near the main school entrance; and
- Minimize the loss of unrestricted (existing gray curb) parking spaces.

The recommended curb markings from west to east are as follows and are also shown in Exhibit A to the resolution:
Agenda Item No. 5(E)

A. 85 feet of Yellow Curb Marking for shuttle loading and parking;
B. 56 feet of White Curb Marking for student drop-off and pick-up (active loading and unloading only, no parking);
C. 40 feet of Red Curb Marking for clearance in advance and at the mid-block crosswalk; and
D. 40 feet of White Curb Marking for student drop-off and pick-up (active loading and unloading only, no parking).

Related signing will indicate that these parking restrictions will be in effect only during school hours from 8 a.m. to 4 p.m. The curb marking changes will result in the loss of two unrestricted parking spaces during school hours. However, they will result in the addition of three spaces during non-school hours.

In October 2011, an initial notification regarding the proposed modifications was sent to property owners and current residents within a 300-foot radius of this location explaining the modifications and loss of unrestricted parking during school hours. No comments were received except from school staff. In December 2011, a final notification was sent to the school.

**FINANCIAL CONSIDERATIONS**
The modifications to curb markings are estimated to be approximately $500 and are included in the Public Works Maintenance operating budget.

**LEGAL CONSIDERATIONS**
El Cerrito Municipal Code Section 11.40.160 requires that any modification of white and yellow curb markings be approved by City Council Resolution. Because the El Cerrito Municipal Code authorizes the City Engineer to install and remove red curb marking, related modifications to red curb marking do not require action by City Council.

Reviewed by:

Scott Hanin, City Manager

Attachment:

1. Accompanying Resolution including Exhibit A
RESOLUTION 2012–XX

RESOLUTION OF THE EL CERRITO CITY COUNCIL AUTHORIZING CURB MARKING MODIFICATIONS ON TAPSCOTT AVENUE IN FRONT OF PROSPECT SIERRA ELEMENTARY SCHOOL LOCATED AT 2060 TAPSCOTT AVENUE

WHEREAS, representatives of Prospect Sierra Elementary School requested that the Public Works Department modify curb markings in front of the school to provide a passenger loading zone on Tapscott Avenue; and

WHEREAS, it has been the practice of the City of El Cerrito to adjust parking restrictions near schools to improve student drop-off and pick-up activities and traffic circulation; and

WHEREAS, the proposed parking modifications are expected to best meet the current school needs by providing a passenger loading zone nearest the main school entrance; and

WHEREAS, the City Engineer is authorizing the modifications to red curb markings as shown in Exhibit A; and

WHEREAS, El Cerrito Municipal Code Section 11.40.160 requires that any modification of white and yellow curb markings be approved by City Council Resolution.

NOW THEREFORE, BE IT RESOLVED that the El Cerrito City Council hereby authorizes the Public Works Director / City Engineer to modify the white and yellow curb markings on Tapscott Avenue in front of Prospect Sierra Elementary School as shown in Exhibit A, incorporated by reference and attached hereto.

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

I CERTIFY that at a regular meeting on April 3, 2012 the City Council of the City of El Cerrito passed this Resolution by the following vote:

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

IN WITNESS of this action, I sign this document and affix the corporate seal of the City of El Cerrito on April ___, 2012.

Cheryl Morse, City Clerk

APPROVED:

William C. Jones III, Mayor
Attachment: Exhibit A
Exhibit A

Curb Marking Modifications on Tapscott Avenue in front of Prospect Sierra Elementary School (2060 Tapscott Avenue)

Proposed White and Yellow Curb Marking Modifications Require City Council Approval

- Existing yellow curb marking will be shorter by 12' (total 85') and replaced with new white curb marking. (Shuttle zone)
- Existing red curb marking will be shorter by 44' and replaced with new white curb marking. (Total of 12'+44'=56' Passenger Loading/Unloading Zone)
- Install 40' of white curb marking for Passenger Loading/Unloading Zone.
- Provide 40' of red curb markings for mid-block crosswalk.
AGENDA BILL

Agenda Item No. 5(F)

Date: April 3, 2012
To: El Cerrito City Council
From: Mary Dodge, Administrative Services Director/City Treasurer
Subject: Annual Report for Landscape and Lighting Assessment District for Fiscal Year 2012-13

ACTION REQUESTED
Adopt a resolution directing NBS Local Government Solutions (NBS), the designated Engineer of Work for the Landscape and Lighting Assessment District No. 1988-1, to prepare and file the annual report for Fiscal Year 2012-13.

DISCUSSION

In 1988, the City Council established Assessment District No. 1988-1 pursuant to the Landscape and Lighting Act of 1972. This act requires the preparation and filing of an annual report of the assessment district activities. In November 1996, the voters of El Cerrito approved by a two-thirds majority the continuation of the Landscape and Lighting Assessment. Since the voters approved the assessment prior to the passage of Proposition 218, this assessment is exempt from Proposition 218’s additional voter requirements. Therefore, the City follows the same annual approval process as in previous years.

California Street and Highways Code §22622 requires the City Council to authorize by resolution, the filing of the annual report of the Landscaping and Lighting Assessment District. The annual report is, essentially, the various components required to develop the tax roll related to the assessment district. The Council must adopt this report prior to the time that a decision is made about whether or not the assessment will continue.

It is expected that the Engineer of Work will submit this annual report at the May 1, 2012 City Council meeting. At that meeting, the time and place of the public hearing regarding continuation of the assessment district will be set.

FINANCIAL CONSIDERATIONS
The proposed Engineer of Work, NBS, was selected in February 2009 through a Request for Proposal process and has indicated that the fees associated with producing the annual report will not exceed $8,311, which includes a CPI increase of 2.6% from the prior year. Without the adoption of the annual report and the imposition of the assessment, the City will lose approximately $771,000 in FY 2012-13 that would otherwise be used for landscaping and lighting purposes. The cost of preparing the Engineer’s report is
incorporated into the budget for the Assessment District, and is paid from collected assessments.

Reviewed by:

Scott Hanin
City Manager

Attachment:
1. Resolution 2012-XX
RESOLUTION 2012-XX


WHEREAS, the City of El Cerrito, by Resolution No. 88-53, dated June 6, 1988 adopted Assessment District No. 1988-1 pursuant to the Landscape and Lighting Act of 1972; and

WHEREAS, said Landscape and Lighting Act requires the preparation and filing of an annual report defining the charges to the assessment district for fiscal year 2012–2013; and

WHEREAS, California Street and Highways Code §22622 requires that the filing of the annual report be authorized by resolution of the City Council.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of El Cerrito that it hereby directs NBS Local Government Solutions, the firm designated by this Council as the Engineer of Work for Assessment District No. 1988-1, to file an annual report in accordance with the provisions of the Landscape and Lighting Act of 1972.

BE IT FURTHER RESOLVED this resolution is adopted pursuant to California Street and Highways Code §22622.

I CERTIFY that at the regular meeting on April 3, 2012, the El Cerrito City Council passed this resolution by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAINED: COUNCILMEMBERS:

IN WITNESS of this action, I sign this document and affix the corporate seal of the City of El Cerrito on April XX, 2012.

Cheryl Morse, City Clerk

APPROVED:

William Jones III, Mayor
AGENDA BILL

Agenda Item No. 5(G)

Date: April 3, 2012
To: El Cerrito City Council
From: Mary Dodge, Administrative Services Director
Subject: Ordinance Establishing the Measure A Swim Center Parcel Tax Rate for FY 2012-13

ACTION REQUESTED
Introduce by title, waive any further reading and approve an Ordinance establishing the Measure A (Swim Center) Parcel Tax rate for FY 2012-13. Staff recommends that the City adopt an Ordinance establishing the Measure A Parcel Tax Rate at the current level of $38.61 per single-family residential unit, $29.73 per multi-family residential unit, and $270.66 per acre of non-residential property for FY 2012-13.

BACKGROUND
On June 17, 2002, the City Council approved the issuance of Lease Revenue Bonds associated with the construction of the Swim Center facility. Section 4.56.040 of the El Cerrito Municipal Code provides that the City Council may reduce the amount of the annual special tax for any classification of property if the City Council determines that it is in the public interest to do so.

Each year since the bond issuance, the Council has reviewed the revenue capabilities of the Measure A Parcel Tax rate, and has adjusted the tax below the voter-approved maximum rate of $58.46 per single-family residence (along with other rates for various other property uses). On July 15, 2002, the rate was set at $45.00 per single-family residence. On July 21, 2003, the rate was raised to $53.07; and the excess revenue generated during FY 2003-04 was used to fund the cost of the Swim Center parking lot improvements and water play features for the pool. The pool was completed in early 2004. On July 19, 2004, the parcel tax rate was lowered to $38.61 per single-family residence, which represents a minimum level to be levied that meets the requirements of the bond issuance. The parcel tax rate has remained the same since 2004 and is anticipated to provide tax revenue of $438,000 for FY 2012-13.

ANALYSIS
In FY 2012-13, the City will make Measure A (Swim Center) lease payments in the amount of $365,800. Section 3.05(b) of the lease agreement between the El Cerrito Public Finance Authority (PFA) and the City of El Cerrito specifies that the tax rate be set at a rate such that a minimum 110% of the annual debt service be raised, which would require an additional $36,580. Other expenditures of the Measure include Contra
Agenda Item No. 5(G)

Costa County retaining approximately $12,000 from Measure A proceeds for its revenue collection efforts. Additionally, the City incurs approximately $5,000 in annual administrative costs, including the payment of trustee fees, the maintenance of financial records, the production of continuing disclosure documents related to the bonds, and the preparation of audited financial statements, etc.

The total estimated revenue in the FY 2012-13 Proposed Budget will be $438,400, which includes interest earnings projected at $400. If the rate is kept at the $38.61 per single-family residence rate the Parcel Tax will generate enough revenue to meet these minimum requirements.

The surplus amount in the Measure A Fund is projected in the FY 2011-12 Adopted Operating Budget to be $257,349 at year end as a result of the extra 10% required to be collected each year, offset by capital projects. The City Council will consider use of these funds for ongoing capital needs of the swim center in the FY 2012-13 Proposed Operating Budget.

The City’s Engineer for the Parcel Tax rates, NBS Local Government Solutions, must complete their analysis and submit their report to the Contra Costa County Auditor-Controller’s Office by August 10, 2012 so that the County may include the City’s Parcel Tax in the County Property Tax bill.

Reviewed by:

Scott Hanin, City Manager

Attachments:

1. Ordinance
ORDINANCE NO. 2012-XX

AN ORDINANCE OF THE CITY OF EL CERRITO SETTING A REDUCED TAX RATE ONLY FOR FISCAL YEAR 2012-13 FOR THE SPECIAL TAX IMPOSED PURSUANT TO CHAPTER 4.56 OF THE EL CERRITO MUNICIPAL CODE

WHEREAS, Chapter 4.56 of the El Cerrito Municipal Code provides for a special tax (the “Special Tax”) for the purpose of renovating and reconstructing the El Cerrito Swim Center (the “Swim Center”), rehabilitating the Canyon Trails Clubhouse, and performing access and restroom renovations to the Harding, Huber, and Poinsett Park Clubhouses (collectively, the “Authorized Improvements”); and

WHEREAS, the Special Tax was approved by the voters at the March 7, 2000 election as Measure A; and

WHEREAS, by prior resolution, the City Council authorized staff to enter into a lease financing transaction to fund the renovation and reconstruction of the Swim Center (the “Lease Financing Transaction”); and

WHEREAS, the City has completed each of the Authorized Improvements, but must continue to fund the Authorized Improvements through the Lease Financing Transaction; and

WHEREAS, the City Council has determined that the City will be able to meet its Fiscal Year 2012-13 obligations in connection with the Lease Financing Transaction by levying the Special Tax at a rate lower than the maximum rate; and

WHEREAS, Section 4.56.040 of the El Cerrito Municipal Code provides that the City Council may reduce the amount of the annual Special Tax for any classification of property if the City Council determines that it is in the public interest to do so; and

WHEREAS, the City Council has determined that it is in the public interest to impose the Special Tax at a rate for Fiscal Year 2012-13, which is lower than the maximum rate.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF EL CERRITO HEREBY ORDAINS AS FOLLOWS:

SECTION 1. That Sections 4.56.020 (B) of the El Cerrito Municipal Code is hereby amended to read as follows (additions in underline; deletions in strikethrough):

B. For Fiscal Year 2011-12, 2012-13, the Special Tax imposed pursuant to Chapter 4.56 of the El Cerrito Municipal Code shall be imposed in the amount of $38.61 per single family residential Unit, $29.73 per multifamily residential unit, and $270.66 per acre of non-residential property. Thereafter, unless the Council adopts a further amending ordinance, the Special Tax shall be imposed at the Maximum Rate for each type of property.
SECTION 2. It is the intent of the City Council that, if any tax imposed under this Ordinance is for any reason held to be unconstitutional or contrary to state law, the tax which would have been imposed had this ordinance not been adopted shall remain effective.

SECTION 3. This ordinance shall take effect thirty days after passage and within fifteen days after passage, a summary of this ordinance shall be posted in accordance with Section 36933 of the Government Code of the State of California with the names of those City Council members voting for and against it.

THE FOREGOING ORDINANCE was introduced and first read at a regular meeting of the El Cerrito City Council on April 3, 2012, and adopted by the following vote on _____ of ______, 2012:

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

APPROVED:

William C. Jones III, Mayor

ATTEST:

Cheryl Morse, City Clerk
Date: April 3, 2012
To: El Cerrito City Council
From: Mary Dodge, Administrative Services Director/City Treasurer
Subject: December 31, 2011 Quarterly Investment Report

ACTION REQUESTED
Receive and file the City’s December 31, 2011 Quarterly Investment Report.

QUARTERLY INVESTMENT REPORT REVIEW
The Quarterly Investment Report shows that the city’s investments had a par value of $3,492,918.35 as of December 31, 2011, a decrease of $3,145,530.41 from last quarter. This is due to the use of funds for operations and $1,550,686 for construction on the Recycling and Environmental Resource Center. The Local Agency Investment Fund (LAIF) account was not replenished until January from the property tax proceeds received mid-December, and the first use of those funds was the repayment of the Tax Revenue Anticipation Notes.

Without any bond proceeds to invest, the City continues to have minimal investments that are not required for debt service reserves, and to have limited, if any, interest earnings on those restricted funds. Debt reserve funds are required to be in very secure portfolios and U.S. Treasury funds are the most secure. LAIF continues to provide the most liquid investment asset available and will continue to be used to invest the operational portion of the city’s cash in order to maintain cash flow. Of the total amount invested, $642.82 (.018%) is invested in Pooled Funds/LAIF and $3,492,275.53 (99.982%) is held in Money Market funds. Overall, interest rates continue to be extremely low and currently LAIF is at .38%, which is the same as the last quarter.

FINANCIAL CONSIDERATIONS
The purpose of the City’s Investment Policy is to provide guidelines for the prudent investment of the City’s idle funds, and to outline the policies for maximizing the efficiency of the City’s cash management system. The ultimate goal is to enhance the economic status of the City while protecting the funds at all times. The City’s investments are in compliance with the “Authorized Investments” section of the Investment Policy.
Attachment:

City of El Cerrito  
Quarterly Investment Report  
For the Period Ending December 31, 2011

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<th>INVESTMENT TYPE</th>
<th>INVESTMENT</th>
<th>TRUSTEE/ BROKER</th>
<th>PAR VALUE</th>
<th>COST</th>
<th>INTEREST OR YIELD</th>
<th>MATURITY DATE</th>
<th>COST/ 100</th>
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TOTALS, as of December 31, 2011

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<th>COST</th>
<th>INTEREST OR YIELD</th>
<th>MATURITY DATE</th>
<th>COST/ 100</th>
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</table>

I certify that this report is in compliance with the City of El Cerrito Investment Policy and California Government Code 53646 and that there are adequate funds available to meet the next six months of estimated expenditures.

Mary Dodge, Administrative Services Director/City Treasurer
Date: April 3, 2012
To: El Cerrito City Council
From: Jennifer Carman, Development Services Manager
Subject: Annual Progress Report on the General Plan 2011

ACTION REQUESTED
Staff is requesting that the City Council receive and file the attached General Plan Annual Progress Report.

BACKGROUND
Government Code Section 65400(b) requires that an annual General Plan progress report be provided to the local legislative body, the Governor’s Office of Planning and Research (OPR), and the Department of Housing and Community Development (HCD). The purpose of the report is to discuss the City’s progress in implementing the General Plan, meeting its share of regional housing needs, and removing governmental constraints to the maintenance, improvement and development of housing. This year's report covers the period between January 1, 2011 and December 31, 2011. The General Plan Annual Report was forwarded to the Planning Commission on March 16, 2012 and to the Governor’s Office of Planning and Research and the State Department of Housing and Community Development on March 26, 2012.

Reviewed by:
Scott Hanin
City Manager

Attachments:
Annual Progress Report on the General Plan 2011

March 2012

City of El Cerrito
Environmental and Development Services Department
10890 San Pablo Avenue
El Cerrito, CA 94530
INTRODUCTION

As required by Government Code Section 65400 (b), every city must submit an annual progress report to their legislative body, the Governor's Office of Planning and Research (OPR), and the Department of Housing and Community Development (HCD) on the implementation status of their General Plan. The annual report must also include discussion on the City's progress in providing its required share of affordable housing pursuant to Government Code Section 65584 and its efforts to remove governmental constraints for the maintenance, improvement and development of affordable housing per Section 65583.c(3) of the California Government Code.

This General Plan Annual Progress Report covers the period from January 1, 2011 to December 31, 2011.

The purpose for the Annual Progress Report is to assess how the General Plan is being implemented in accordance with adopted goals, policies and implementation measures; identify any necessary adjustments or modifications to the General Plan as a means to improve local implementation; provide a clear correlation between land use decisions that have been made during the 12-month reporting period and the goals, policies and implementation measures contained in the General Plan; and, to provide information regarding local agency progress in meeting its share of regional housing needs.

BACKGROUND

On August 30, 1999, the El Cerrito City Council adopted the City's current General Plan for implementation. The General Plan has nine elements contained within four separate chapters: Community Development and Design, Transportation and Circulation, Public Facilities and Services, Resources and Hazards. The General Plan contains the seven state-required elements which are land use, circulation, housing, conservation, open space, safety and noise. The State allows the combining of elements or the addition of new elements as long as the required seven elements are present in some fashion.

The General Plan is the City's vision for achieving more balanced residential, commercial, and civic uses within the city. The process of preparing the General Plan took place in 1998 and 1999 as the City embarked on a program to bring its 1975 General Plan up to date so that it could better meet future challenges. The process resulted in the following ten key principles designed to improve the quality of development and the long-term fiscal health of the City so that it can remain an attractive place to live and work:

1. No major changes in land-use patterns are expected to occur.
2. Emphasis will be on quality of development.
3. Incentives, if used, will have clear criteria and limits.
4. Emphasis will be on impacts of development, not on the type of development itself.
5. Increased residential development, where allowed, must be done with care in order to enhance neighborhoods.
6. New development in the San Pablo Avenue Corridor will be encouraged to take place in mixed-use activity centers that may extend up selected perpendicular streets in order to allow a more pedestrian friendly environment.

7. The preservation and enhancement of natural features – trees, creeks, natural open space areas – and historical features will be a high priority for the City.

8. The City should have distinct destination areas, including commercial areas, a civic center and community meeting places.

9. Development should contribute to the fiscal health of the City while minimizing adverse impacts.

10. Access should be improved by balancing automobile use with improved transit, bicycle, and pedestrian opportunities.

The General Plan sets forth the City's policies regarding the types and locations of future land uses and activities. It describes the desired character and quality of development as well as the process for how development should proceed.

While this General Plan can address many City issues, factors beyond El Cerrito's control have significant influence over its future land use and development patterns:

- Market forces play an important role in determining what types of uses are economically feasible and, therefore, built.
- Land use and transportation decisions in other cities and counties, and by state and regional agencies, affect El Cerrito.
- Our system of property rights places certain limitations on what cities can do in prescribing future land uses.
- California environmental law requires that we designate land uses in accordance with available infrastructure capacity (streets, sewer, water, natural resources, etc.).

Thus in creating the current General Plan, El Cerrito went through a process that ascertained the community's values for future land uses and activities, and balanced these values with market factors, city revenues, environmental constraints, and private property rights.

The El Cerrito General Plan reflects the aspirations and values of El Cerrito's residents and their elected representatives. The City Council and Planning Commission use the Plan in considering land use and planning-related decisions. City staff use the Plan on a day-to-day basis to administer and regulate land use and development activity. Citizens can use the Plan to understand the City's approach to regulating development, protecting resources, and upholding community values.

GENERAL PLAN ADOPTION AND AMENDMENTS

1. Adoption Dates of Mandatory General Plan Elements

<table>
<thead>
<tr>
<th>General Plan Element</th>
<th>Latest Adoption</th>
</tr>
</thead>
<tbody>
<tr>
<td>Land Use</td>
<td>1999</td>
</tr>
<tr>
<td>Circulation</td>
<td>1999</td>
</tr>
</tbody>
</table>
2. List of General Plan Amendments

No General Plan amendments were made during the 2011 reporting period.

GENERAL PLAN UPDATES

1. General Plan Housing Element Update

On February 6, 2012, the 2007-2014 Draft Housing Element was adopted by City Council. The document was certified by the Department of Housing and Community Development on March 6, 2012.

2. Overall General Plan Update

Staff is generating a scope for a General Plan update to commence as soon as funding can be identified – ideally in late summer 2012.

GENERAL PLAN IMPLEMENTATION

Chapter 4: Community Development and Design

Land Use

Goal LU1: A high-quality residential character within El Cerrito.

The 2010 California Building Code update, adopted in the fall of 2010, took affect in January of 2011. This update includes the California Green Building Standards, or “CALGreen”, which applies to all new construction. CALGreen’s intent is to improve public health, safety and general welfare by enhancing the design and construction of buildings through the use of building concepts having a reduced negative impact or positive environmental impact and encouraging sustainable construction practices.

The City is also participating in Retrofit Bay Area, a regional residential energy retrofit program to be administered by the Association of Bay Area Governments (ABAG) and to be implemented by the County Department of Conservation and Development within Contra Costa County. Contra Costa County will provide home energy retrofit services such as subsidized home energy assessments and rebates towards the cost of energy efficiency improvements to qualifying homeowners that implement home improvement projects that achieve at least a 20% reduction in home energy consumption. During the report period of 2011, 23 home owners have used the program and have made the energy efficient retrofits to their homes.

Goal LU2: A land use pattern and mix of uses that contribute to the financial health and stability of the community.
Goal LU3: A development pattern that enhances a strong sense of community.

The City continues to implement the Zoning Ordinance recently updated in 2008. The revised ordinance puts a focus on more intense development in the “nodes” around the BART station and Civic Center areas as designated within the General Plan.

Goal LU4: A safe, attractive, and interesting community

In 2011, the City completed its Streetlight Improvement Program. The program involved changing the luminaires from High Pressure Sodium (HPS) to LED lighting, which are more energy efficient, provides for greater street and sidewalk illumination and provides a less obtrusive fixture through its streamlined design.

During the reporting period, the City completed the replacement and installation of LED lighting along the Ohlone Greenway. In conjunction with the Ohlone Greenway Master Plan, the City installed 134 light fixtures spanning from the southern border to Hill Street along the Greenway. The lighting provided improved illumination, a safer environment and energy cost savings of $119,500 over 20 years.

The City continued implementation of the San Pablo Avenue Streetscape Public Art Project that will move the City’s identity forward through a public art project on the light poles that line San Pablo Avenue.

Goal LU5: A land use pattern and types of development that support alternatives for the movement of people, goods, and ideas.

In 2009, the city voters approved a bond measure (Measure A) to improve local streets. In 2011 Measure A funds were used to pay for street improvements such as paving, installation of curb ramps, and replacing damaged storm drain pipes throughout the City.

Goal LU6: Development patterns that promote energy efficiency, conservation of natural resources, and use of renewable rather than nonrenewable resources.

The City continues to implement the Zoning Ordinance recently updated in 2008. The revised ordinance puts a focus on more intense development in the “nodes” around the BART station and Civic Center areas as designated within the General Plan.

Community Design

Goal CD1: A city organized and designed with an overall attractive, positive image and “sense of place.”

Goal CD2: A city with attractive, safe, and functional streets, parking areas, and pedestrian walkways.

Goal CD3: A city with attractive landscaping of public and private properties, open space, and public gathering spaces.
Federal funds by way of grants were attained, previous to the report period, to improve local streets. One such grant was the Highway Safety Improvement Fund. In 2011, the grant funded the realignment of the Fairmount Avenue and Ashbury Avenue intersection to improve traffic, pedestrian and bicycle flow along Fairmount Avenue.

In 2011, BART initiated the retrofit of the Ohlone Greenway (BART – pedestrian and bike path and tracks). The retrofit primarily focused on earthquake improvements to the elevated tracks for BART; however, as part BART also agreed to realign and modify the trail to make it safer, more efficient and to serves multiple users.

Goal CD4: Well designed buildings that are compatible with their surroundings.

Goal CD5: A design process that achieves design objectives while being efficient and allowing for flexibility.

Goal CD6: An urban form that sustains a vital commercial community to meet the diverse needs of the local and regional population.

In 2010, the City continued to utilize the design review process to achieve the General Plan goals above. Design review in the City of El Cerrito is intended to encourage high-quality design, well-crafted and maintained buildings and landscaping, the use of higher-quality building materials, and attention to the design and execution of building details and amenities in both public and private projects.

**Housing** – see attachment for Housing Element annual report

**Growth Management**

Goal GM1: A coordinated regional and sub-regional planning system that provides better service and less congestion for residents of El Cerrito

The City continues to actively coordinate with regional planning and transit agencies on various regional projects and grants. The City is also participating in ABAG’s Sustainable Communities Strategy which will provide priorities as to how MTC funding will be allocated to communities.

Goal GM2: Compliance with applicable level of service standards.

Goal GM3: Timely review of projects that are heavy traffic generators.

All development projects processed by the City are evaluated against and comply with applicable level of service standards. All applications regardless of traffic generation are processed in a timely fashion.

Goal GM4: Effective community-wide programs to reduce traffic impacts of new projects.

In 2010, the Council directed staff to study ways of reducing traffic impacts from new development, with particular focus on balancing local and commuter traffic in the area
around the Del Norte BART Station. As a result, the City initiated the Del Norte Transit Oriented Development Strategy. In 2011, this strategy led the City to crafting the Transit-Oriented Development Feasibility and Parking study, therefore, implementing the directive from Council. As a result, the study will be used as a reference to be incorporated into the San Pablo Avenue Specific Plan

**Goal GM5: An effective system of providing urban services.**

The City, in partnership with Albany, Piedmont, San Pablo, and Strategic Energy Innovations (SEI), a local non-profit agency, is participating in the Small Cities Climate Action Partnership. The central premise of the program is to create a model in which the four small cities will pool staff and consultant resources and aggregate the population base to support the implementation of common municipal and community emissions reduction activities, while also supporting each jurisdiction to advance individual emissions reduction activities. Deliverables expected include:

- A Climate Action and Resiliency Plan
- A utility management protocol and monitoring system that will provide easily assessed information on city facility energy and water use
- Energy audits to inform the Five-Year Plan for Clean Energy Projects
- Energy efficiency and/or clean energy retrofits of city facilities
- Additional energy efficiency rebates for residents and businesses to complement existing energy efficiency programs
- More coordination with PG&E and other regional emission reduction program providers to increase participation

This grant will augment the City of El Cerrito’s on-going work to develop and implement a Climate Action Plan and to undertake clean energy projects both in our own facilities and in the community.

**Chapter 5: Transportation and Circulation**

**Goal T1: A transportation system that allows safe and efficient travel by a variety of modes and promotes the use of alternatives to the single-occupant vehicle.**

In 2010, the Public Works Department developed a Neighborhood Traffic Management Program (NTMP) to address resident concerns regarding speeding, high traffic volumes and pedestrian and bicycle comfort and safety in El Cerrito's neighborhoods. The NTMP was based on previous efforts in the City, guidance provided by the City's General Plan and City Council, policies and lessons learned from other jurisdictions, practices published by the transportation industry, and community input.

In 2011, the NTMP process allowed neighborhoods and applicants to achieve safer streets through adding striping or speed bumps in neighborhoods. Several projects were realized through the NTMP process.
Goal T2: A land use pattern that encourages walking, bicycling, and public transit use.

The City continues to implement the Zoning Ordinance with a focus on Transit Oriented Development nodes.

Goal T3: A transportation system that maintains and improves the livability of the City.

In 2011, the City completed the Measure A Street Improvement Program that included resurfacing approximately 70% of the City’s streets. Due to an accelerated schedule, this work was completed a year early. If the work done in 2007 (before Measure A was passed) is included, there have been over 80% of the City’s streets repaired and resurfaced.

Goal T4: A minimum amount of land used for parking and minimal parking intrusion in neighborhoods.

The San Pablo Avenue Specific Plan is examining different methods of reducing parking in future development projects and minimizing the intrusions into neighborhoods. The Transit Oriented Development Feasibility and Parking study was funded and completed in 2011. The study will be used as a reference in completing the San Pablo Avenue Specific Plan.

Chapter 6: Public Facilities and Services

Parks, Recreations and Open Space

Goal PR1: Adequate, diverse, and accessible recreational opportunities for all residents – including children, youth, seniors, and others with special needs – in parks, school yards, and open space.

In 2011, the City completed accessibility improvement at the Senior Center. These improvements will increase physical access to the many programs offered at the Senior Center. To provide better recreational opportunities for the City’s youth, the City has created after-school band programs at all Elementary Schools in the City. These programs replace previous school program which was cut due to funding shortages. In October 2011, the City’s Arts and Culture Commission sponsored a do-it-yourself arts fair in celebration of California Arts Day.

Goal PR2: High quality open space protected for the benefit of present and future generations, reflecting a variety of important values: ecological, educational, aesthetic, economic and recreational. These values are interwoven throughout the community in numerous ways so that the preservation of open space is very important to the well being of the City.

The City received a grant for improvements to the Ohlone Greenway south of the El Cerrito Plaza BART Station in 2010. The Ohlone Greenway Urban Greening project is intended to enhance community, environmental quality and neighborhood livability.
through integrating additional ecological and community functions along the Greenway. The project entered the design phase in 2011. The project’s conceptual design includes elements to treat urban stormwater runoff; create an informal play and gathering area; improve walkability; utilize and demonstrate low-maintenance, low water using native landscaping; improve riparian habitat; and foster connection to nature in an urban and accessible location adjacent to neighborhoods, schools, retail, transit and future development.

The project aims to pilot and demonstrate the types of improvements and high-quality design that will complement the upcoming trail restoration work that will be completed along the Greenway following BART’s Earthquake Safety Retrofit program.

In conjunction with the City of Albany, the City of El Cerrito sponsored a community event called “Alberrito Streets.” A section of Ashbury Avenue/Key Route Boulevard that runs through the two cities was closed to automobile traffic. The event featured classes and workshops tailored to various interests and age groups.

**Goal PR3:** Public access to open space areas while protecting important habitats.

In 2011, the City initiated a project to improve street crossings on the Ohlone Greenway, a major recreation corridor in the City. These improvements will increase both safety and accessibility on the Ohlone Greenway. The City added lighting to Creekside Park in order to enhance safety. The addition of lighting will improve access to this public open space.

**Non-Recreational Facilities**

**Goal CF1:** Safe and adequate community facilities that allow the City to offer better services and inspire a sense of community pride.

In 2011, the City commenced construction of a new Recycling and Environmental Resources Center on the site of the current Recycling Center. This project is funded entirely from the City’s Integrated Waste Management Fund. With the 2009 change in the method of collection to a single stream (also known as “fully commingled”) method with the larger carts instead of the small sorted bin method that has been in place for years, the amount and variety of recyclables has increased. Also the decision to discontinue sorting recyclables at the Center, and instead taking them directly to the recycling processor, eliminates the need for a sorting area. This reduces the size and cost of the facility, and allows for a greater focus on community education and drop-off for items that are difficult to recycle such as florescent lights, electronics and items that could be reused.

**Public Services and Infrastructure**

**Goal PS1:** An adequate, comprehensive, coordinated law enforcement system consistent with the needs of the community.

In May 2011, the El Cerrito Police Department hosted a “Cops & Coffee” event as an open house for the community. The event served as a time for community members to
have questions answered, to meet El Cerrito Police officers and to share comments and concerns with Police Department staff.

In October 2011, in response to an increased number of residential burglaries, the El Cerrito Police Department held a community meeting to provide information to the public and assist to the community in making homes a less inviting target for burglaries.

Goal PS2: A community that has minimized the risks to lives and property due to fire hazards.

El Cerrito's comprehensive fire hazard reduction program focuses upon reducing fire hazards in four areas: (1) on City property, (2) on property owned by other agencies (3) large landowners, and (4) on residential property.

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

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

Over the past eighteen years, the City's annual fire hazard abatement program has been very successful in reducing fire hazards throughout the hill neighborhoods of El Cerrito. In 2011, the Fire Department initiated five abatement actions.

Goal PS3: Safe and adequate public infrastructure to serve El Cerrito's residents, now and in the future.

In 2010, the City completed the bulk of the City's accelerated four-year Street Improvement Program. In 2011, the City completed rehabilitation of Liberty Street, which was the last street in need of rehabilitation. The City will continue to dedicate resources to maintenance of the newly rehabilitated streets. In 2011, the City also commenced work on intersection improvements at Fairmount Avenue and Ashbury Avenue. These improvements included new curbs, gutters, sidewalks and sidewalk ramps.

Goal PS4: An adequate storm drainage system to serve existing and future planned development

In March 1993, the voters of the City of El Cerrito approved the issuance of $6.3 million in revenue bonds for the reconstruction of the City's storm drain system. In June 1993, the City Council adopted Ordinance 93-4, providing for the imposition and collection of
Storm Drain Fees to pay the debt service on the revenue bonds. Ordinance 93-4 set the Storm Drain Fee and provided that the fees be collected through the property tax based on amounts specified in an annual Engineer's report. This Engineer's report contains the description of each parcel of real property receiving storm drain services and the amount of the annual fee for each parcel. The City held its required annual public hearing to consider the method of collecting the City Storm Drain Fee on May 16, 2011.

**Goal PS5:** A system that minimizes the City’s generation and disposal of solid waste materials by providing an adequate and integrated waste management program and related facilities to serve existing and future planned development.

In 2011, the City broke ground on the Recycling and Environmental Resources Center. The Center will allow the City to improve collection for all constituents. In addition to the City's continued curbside pickup program, the Recycling and Environmental Resources Center will provide convenient drop-off facilities. The Center will allow the City to expand the range of items accepted for disposal. Once the Center is complete, accepted items may be expanded to include items such as carpet, building materials and compact fluorescent light bulbs. The Center has been designed as a facility which will provide maximum flexibility to meet future, changing waste disposal needs.

### Chapter 7: Resources and Hazards

**Natural and Historic Resources**

**Goal R1:** Protected natural resources *(important habitat, ecological resources, key visual resources,ridges and ridgelines, creeks and streambanks, steeper slopes, vista points, and major features)*, and clean air and water.

The Energy and Water Efficiency Program (EWEP) was begun in 2009 in which projects are developed that will save on non-renewable resources. The first few years of cost savings are then reinvested into other projects that will save even more resources.

In 2011 in conjunction with the Cities of Albany, Piedmont, and San Pablo, the City conducted an evaluation of solar energy resources for civic buildings. The Cities issued an RFP for procurement of solar panels for civic buildings in the four cities. The City of El Cerrito also conducted lighting retrofits of all civic buildings in order to maximize energy efficiency. The HVAC system at City Hall was recommissioned, dramatically improving energy efficiency of the building. New energy efficient LED lights were installed along the length of the Ohlone Greenway.

**Goal R2:** Protected and rehabilitated architectural, historical, cultural, and archaeological resources that are of local, state, or federal significance.

The City issued a request for proposal in May 2010 seeking a qualified consultant to develop a historic context statement for the City of El Cerrito, and conduct a reconnaissance survey focused on historic and archeological resources. The City continues to seek out funding sources for this survey.
Hazards

Goal H1: Minimal potential for loss of life, injury, damage to property, economic and social dislocation and unusual public expense due to natural and man-made hazards, including protection from the risk of flood damage, hazards of soil erosion, fire hazards, weak and expansive soils, potentially hazardous soils materials, other hazardous materials, geologic instability, seismic activity, and release of hazardous materials from refineries and chemical plants in West County.

In 2011, the City continued to oversee residential rental inspection program as it moved into multi-family housing.

The City also continued implementation of the Unreinforced Masonry (URM) building hazard mitigation ordinance. The City continues to work with property owners to permit retrofit work for URM buildings.

Goal H2: Government agencies, citizens and businesses are prepared for an effective response and recovery in the event of emergencies or disasters.

In 2011, the Fire Department continued the very popular Community Emergency Response Team (CERT) program. The program teaches neighbors to help themselves and help each other. Through CERT, citizens receive hands-on training in Disaster First Aid, Disaster Preparedness, Basic Firefighting, Light Search and Rescue, Damage Assessment, and How to Turn Off Utilities.

The Fire Department has also continued internal National Incident Management System (NIMS) and the Incident Command System (ICS) training for City staff. Through the training, staff members directly involved in managing an emergency will understand command reporting structures, common terminology, and roles and responsibilities inherent in a response operation.

Goal H3: New development complies with the noise standards established in the General Plan, all new noise sources are within acceptable standards, and existing objectionable noise sources are reduced or eliminated.

All new development is evaluated under CEQA using the noise standards currently in the General Plan. These noise standards were incorporated into updated Zoning Ordinance in 2008 as performance standards required of all development.

CONCLUSION

To date, staff believes the City has continued to faithfully implement the City's 1999 General Plan as the actions, plans, programs and projects documented in this report represent the City's commitment to achieve the goals and objectives set forth in the elements of the El Cerrito General Plan.

ATTACHMENTS:

1. HCD - Housing Element Annual Report
## ANNUAL ELEMENT PROGRESS REPORT
### Housing Element Implementation
(CCR Title 25 §6202)

**Jurisdiction**: City of El Cerrito  
**Reporting Period**: 1/1/2011 - 12/31/2011

### Table A
Annual Building Activity Report Summary - New Construction  
Very Low-, Low-, and Mixed-Income Multifamily Projects

<table>
<thead>
<tr>
<th>Project Identifier (may be APN No., project name or address)</th>
<th>Unit Category</th>
<th>Tenure</th>
<th>Affordable by Household Incomes</th>
<th>Total Units per Project</th>
<th>Est. # Infill Units*</th>
<th>Housing with Financial Assistance and/or Deed Restrictions</th>
<th>Housing without Financial Assistance or Deed Restrictions</th>
</tr>
</thead>
<tbody>
<tr>
<td>6711 Cutting Blvd, SU</td>
<td>N/A</td>
<td>R=Owner</td>
<td>Very Low-Income</td>
<td>x</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>433 Everett</td>
<td>N/A</td>
<td>R=Owner</td>
<td>Very Low-Income</td>
<td>x</td>
<td>1</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* Note: These fields are voluntary

(9) Total of Moderate and Above Moderate from Table A3  | 0  | 2  | 2
(10) Total by income Table A/A3  | 2  | 2  | 2
(11) Total Extremely Low-Income Units*                  | 0  |    |
ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202 )

Jurisdiction: City of El Cerrito
Reporting Period: 1/1/2011 - 12/31/2011

Table A2
Annual Building Activity Report Summary - Units Rehabilitated, Preserved and Acquired pursuant to GC Section 65583.1(c)(1)

Please note: Units may only be credited to the table below when a jurisdiction has included a program in its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA which meet the specific criteria as outlined in GC Section 65583.1(c)(1).

<table>
<thead>
<tr>
<th>Activity Type</th>
<th>Affordability by Household Incomes</th>
<th>4. The Description should adequately document how each unit complies with subsection (c)(7) of Government Code Section 65583.1</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Extremely Low-Income*</td>
<td>Very Low-Income</td>
</tr>
<tr>
<td>(1) Rehabilitation Activity</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>(2) Preservation of Units At-Risk</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>(3) Acquisition of Units</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>(5) Total Units by Income</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

* Note: This field is voluntary

Table A3
Annual building Activity Report Summary for Above Moderate-Income Units (not including those units reported on Table A)

<table>
<thead>
<tr>
<th>1. Single Family</th>
<th>2. 2 - 4 Units</th>
<th>3. 5+ Units</th>
<th>4. Second Unit</th>
<th>5. Mobile Homes</th>
<th>6. Total</th>
<th>7. Number of infill units*</th>
</tr>
</thead>
<tbody>
<tr>
<td>No. of Units Permitted for Moderate</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>No. of Units Permitted for Above Moderate</td>
<td>2</td>
<td></td>
<td>2</td>
<td></td>
<td>2</td>
<td>2</td>
</tr>
</tbody>
</table>

* Note: This field is voluntary
**ANNUAL ELEMENT PROGRESS REPORT**

*Housing Element Implementation*

(CCR Title 25 §6202 )

Jurisdiction: City of El Cerrito

Reporting Period: 2007-2014

---

**Table B**

Regional Housing Needs Allocation Progress

Permitted Units Issued by Affordability

<table>
<thead>
<tr>
<th>Income Level</th>
<th>RHNA Allocation by Income Level</th>
<th>2007</th>
<th>2008</th>
<th>2009</th>
<th>2010</th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
<th>2014</th>
<th>Total Units to Date (all years)</th>
<th>Total Remaining RHNA by Income Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>Very Low</td>
<td>Deed Restricted</td>
<td>93</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>28</td>
<td>65</td>
</tr>
<tr>
<td></td>
<td>Non-deed restricted</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Low</td>
<td>Deed Restricted</td>
<td>59</td>
<td>9</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>9</td>
<td>50</td>
</tr>
<tr>
<td></td>
<td>Non-deed restricted</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Moderate</td>
<td>Deed Restricted</td>
<td>80</td>
<td>10</td>
<td>28</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>38</td>
<td>42</td>
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<tr>
<td></td>
<td>Non-deed restricted</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Above Moderate</td>
<td></td>
<td>199</td>
<td>147</td>
<td>6</td>
<td>9</td>
<td>7</td>
<td>2</td>
<td></td>
<td></td>
<td>171</td>
<td>28</td>
</tr>
</tbody>
</table>

Total RHNA by COG: 431

Enter allocation number:

<table>
<thead>
<tr>
<th>Total Units</th>
<th>166</th>
<th>6</th>
<th>65</th>
<th>7</th>
<th>2</th>
</tr>
</thead>
</table>

Remaining Need for RHNA Period: 246

<table>
<thead>
<tr>
<th></th>
<th>185</th>
</tr>
</thead>
</table>

Attachment 1
## Program Description

### (By Housing Element Program Names)

<table>
<thead>
<tr>
<th>Name of Program</th>
<th>Deadline in HE</th>
<th>Status of Implementation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program 1.1 - Continue to implement the Residential Rental Inspection Program</td>
<td>Ongoing</td>
<td>First cycle completed and second cycle to start in 2012</td>
</tr>
<tr>
<td>Program 1.2 - Continue to investigate complaints and take action about rental housing code violations</td>
<td>Ongoing</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Program 1.3 - Continue to encourage the rehabilitation of existing housing units by providing program information</td>
<td>2010</td>
<td>Information available to the public at the front counter</td>
</tr>
<tr>
<td>Program 1.4 - Continue to permit new housing units &amp; rehabilitation in mixed use &amp; commercial zoning districts</td>
<td>Ongoing</td>
<td>Allowed for by Zoning Ordinance</td>
</tr>
<tr>
<td>Program 1.5 - Continue to regulate condominium conversions</td>
<td>Ongoing</td>
<td>Mandated by Zoning Ordinance</td>
</tr>
<tr>
<td>Program 1.6 - Continue to regularly monitor assisted housing units to help preserve existing stock of affordable housing</td>
<td>Annual</td>
<td>Report to be completed in 2012</td>
</tr>
<tr>
<td>Program 1.7 - Continue to enforce notification requirements on BMR and Section units</td>
<td>Ongoing</td>
<td>Mandated by Zoning Ordinance</td>
</tr>
<tr>
<td>Program 1.8 - Annual review of the City Capital Improvements Program (CIP)</td>
<td>Annual</td>
<td>Review to be completed in spring 2012</td>
</tr>
<tr>
<td>Program 2.1 - Retain existing residential zoning and discourage non-residential uses</td>
<td>Ongoing</td>
<td>Mandated by Zoning Ordinance</td>
</tr>
<tr>
<td>Program 3.1 - Consider enacting additional incentive programs to encourage retrofit of seismically unsafe buildings</td>
<td>Ongoing</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Program 3.2 - Explore possible funding sources to minimize financial impact of retrofits on low/mod income residents</td>
<td>Ongoing</td>
<td>First review to be completed spring 2012</td>
</tr>
<tr>
<td>Program 4.1 - Conduct an annual evaluation of the City's inventory of available sites</td>
<td>Annual</td>
<td>To be completed by end of 2012</td>
</tr>
<tr>
<td>Program 5.1 - Maintain General Plan designations for mixed use and high density housing</td>
<td>Ongoing</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Program 6.1 - Continue to fast track processing for second units meeting established City standards</td>
<td>Ongoing</td>
<td>Allowed for by Zoning Ordinance</td>
</tr>
<tr>
<td>Program 6.2 - Consider the establishment of a &quot;pre-approved&quot; second unit program,</td>
<td>2012-2013</td>
<td>Evaluating Santa Cruz second unit program</td>
</tr>
<tr>
<td>Program 7.1 - Continue to implement City regulations that allow manufactured and prefab housing in residential districts</td>
<td>Ongoing</td>
<td>Allowed for by Zoning Ordinance</td>
</tr>
<tr>
<td>Program 8.1 - Continue to identify underutilized properties where transit oriented development can occur.</td>
<td>Ongoing</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Program 9.1 - Use existing zoning regulations to allow innovative approaches to increasing affordable housing.</td>
<td>Ongoing</td>
<td>Allowed for by Zoning Ordinance</td>
</tr>
<tr>
<td>Program 10.1 - Revised the Zoning Ordinance to include housing size diversity standards</td>
<td>2012</td>
<td>To be completed with annual ZO update in fall 2012</td>
</tr>
<tr>
<td>Program 11.1 - Continue to enforce the Zoning Ordinance which provides incentives for affordable housing</td>
<td>Ongoing</td>
<td>Mandated by Zoning Ordinance</td>
</tr>
<tr>
<td>Program 11.2 - Continue to inform developers about and allow density bonuses</td>
<td>Ongoing</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Program Description (By Housing Element Program Names)</td>
<td>Name of Program</td>
<td>Deadline in HE</td>
</tr>
<tr>
<td>---------------------------------------------------------</td>
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</tr>
<tr>
<td>Program 12.1 - During the annual Master Fee Schedule revision, evaluate development fees.</td>
<td>Program 12.1</td>
<td>Annual</td>
</tr>
<tr>
<td>Program 13.1 - Streamline the application process by continuing to offer interdepartmental team meetings for applicants</td>
<td>Program 13.1</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Program 14.1 - Continue to enforce the Zoning Ordinance and encourage Transit Oriented development</td>
<td>Program 14.1</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Program 15.1 - Assist developers in obtaining state and federal funding available to develop affordable housing</td>
<td>Program 15.1</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Program 15.2 - Continue to enforce Federal and State Accessibility and Adaptability standards</td>
<td>Program 15.2</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Program 15.3 - Continue to fast track inspection processes for large family and special needs housing.</td>
<td>Program 15.3</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Program 15.4 - Continue to encourage and support development of senior housing</td>
<td>Program 15.4</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Program 15.5 - Facilitate the provision of housing that supports 'aging in place' for the City's senior population</td>
<td>Program 15.5</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Program 15.6 - Update the Zoning Ordinance to include a definition of transitional and support housing</td>
<td>Program 15.6</td>
<td>2012</td>
</tr>
<tr>
<td>Program 16.1 - Assist in the development of extremely low-, very low-, low- and moderate income housing</td>
<td>Program 16.1</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Program 16.2 - Study the feasibility of an inclusionary housing ordinance</td>
<td>Program 16.2</td>
<td>2012</td>
</tr>
<tr>
<td>Program 17.1 - Continue to allow emergency and transitional housing as a permitted use within the CC zone</td>
<td>Program 17.1</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Program 17.2 - Consult with other agencies to maintain 2007-2014 demand estimate for emergency housing</td>
<td>Program 17.2</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Program 17.3 - Coordinate with the County and cities to develop the annual 5-year consolidated plan</td>
<td>Program 17.3</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Program 18.1 - Look for opportunities with non-profits and other cities to expand the City's supply of affordable housing</td>
<td>Program 18.1</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Program 19.1 - Continue to provide non-discrimination clauses in rental agreements and deed restrictions</td>
<td>Program 19.1</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Program 19.2 - Reasonable Accommodation procedures</td>
<td>Program 19.2</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Program 19.3 - Continue the City's participation in the Contra Costa Urban County CDBG Consortium.</td>
<td>Program 19.3</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Program 19.4 - Continue to allow emergency, transitional and supportive housing as a permitted use within the CC zone</td>
<td>Program 19.4</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Program 20.1 - Develop an energy conservation strategy</td>
<td>Program 20.1</td>
<td>2011</td>
</tr>
<tr>
<td>Program 21.1 - Continue to enforce the State Energy Conservation Standards</td>
<td>Program 21.1</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Program 22.1 - Develop policies consistent with AB32 and SB375 to establish common thresholds for green buildings</td>
<td>Program 22.1</td>
<td>2011</td>
</tr>
<tr>
<td>Program 23.1 - Continue to provide for increased density, reduced parking and design and development standards</td>
<td>Program 23.1</td>
<td>Ongoing</td>
</tr>
</tbody>
</table>
Date: April 3, 2012
To: Honorable Mayor and Members of the El Cerrito City Council
From: Cheryl Morse, City Clerk
Subject: Wall of Fame Subcommittee Appointment

**ACTION REQUESTED**
Receive nominations of two individuals for the El Cerrito Wall of Fame.

**BACKGROUND**
Resolution No. 2008–77 establishes guidelines and policy for nomination and selection of Wall of Fame inductees. Section 1(A) states that the subcommittee shall consist of two members of the City Council to be appointed by the Mayor on an ad-hoc basis for the purpose of reviewing nominations for the El Cerrito Wall of Fame and make recommendations regarding appointment to the City Council.

Information pertaining to the Wall of Fame was advertised in the citywide newsletter and publicized in local newspapers. The deadline for submission of nomination forms was March 15, 2012. As a result, the City Council received nominations for Jane Bartke and Amy Shinsako.

**FINANCIAL CONSIDERATIONS**
There is no fiscal impact associated with this action.

Reviewed by:

Scott Hanin
City Manager

Attachments:
1. Resolution No. 2008–77
2. Nominations of Jane Bartke
3. Nomination of Amy Shinsako
RESOLUTION 2008-77

RESOLUTION OF THE EL CERRITO CITY COUNCIL CONFIRMING THE GUIDELINES AND POLICY FOR NOMINATION AND SELECTION OF WALL OF FAME INDUCTEES, ESTABLISHING A PROCESS FOR NOMINATION AND SELECTION OF APPOINTMENTS TO THE WALL OF FAME AND ESTABLISHING AN ANNUAL WALL OF FAME EVENT

WHEREAS, at its meeting of September 15, 2008 the City Council appointed Councilmembers Letitia Moore and Jan Bridges to an El Cerrito Wall of Fame City Council Subcommittee; and

WHEREAS, on September 19, 2008 the Wall of Fame City Council Subcommittee met and prepared recommendations for Council consideration regarding the process for nomination and selection of appointments to the Wall of Fame; an Annual Wall of Fame Event; Guidelines for Nomination and Selection of Inductees to the Wall of Fame; and consideration of Miriam Wilkins; and

WHEREAS, the City Council considered and discussed the Wall of Fame Subcommittee recommendation at its meeting of October 20, 2008; and

WHEREAS, the City Council adopted the Wall of Fame Subcommittee’s recommendations by unanimous vote with the provision that future Wall of Fame Subcommittees be appointed by the Mayor on an ad-hoc basis.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of El Cerrito that it hereby establishes the following components of the Wall of Fame Program:

Section 1: PROCESS FOR NOMINATION AND SELECTION OF APPOINTMENTS TO THE WALL OF FAME

A. Future Wall of Fame City Council Subcommittees (Wall of Fame Subcommittee) shall consist of two members of the City Council who will be appointed on an ad-hoc basis by the Mayor for the purpose of reviewing nomination(s) for the Wall of Fame and will make recommendations regarding appointment to the City Council.

B. An annual application deadline of March 15th is established for nominations to the Wall of Fame.

C. Each year, once the application deadline passes, the City Clerk will provide copies of all nomination packages, if any, received that year by the application deadline to the Wall of Fame Subcommittee.

D. The City Clerk will determine when an application is complete. Only complete applications will be passed on to the Wall of Fame Subcommittee for review.

E. Each year, and ad-hoc Wall of Fame Subcommittee shall review the nominations, if any, and provide a written recommendation concerning each nomination to the City Council for consideration on or before May 15th.

F. All persons identified in the nomination papers shall be notified prior to the City Council Meeting of the Subcommittee recommendation(s) and the date and time of the City Council Meeting to consider the recommendation(s).

G. Each year in July, at the City Council meeting scheduled on the third Monday in July, the City Council shall consider the recommendation(s), if any, of the Wall of Fame Subcommittee and induct nominee(s), if any, to the Wall of Fame.
Section 2: ANNUAL WALL OF FAME EVENT

A. Each year the City Newsletter will feature an article showcasing the El Cerrito Wall of Fame which will highlight one of the people inducted into the El Cerrito Wall of Fame and provide a complete list of all persons on the Wall of Fame (living and deceased) and briefly describe why each was inducted into the Wall of Fame, and announce any new inductee(s) to the Wall of Fame who were appointed at the July City Council Meeting and provide a brief description of that person's achievements and contributions.

B. New inductees to the Wall of Fame shall be invited to and recognized at the Annual Volunteer Recognition Dinner.

Section 3: GUIDELINES/POLICY FOR NOMINATION AND SELECTION OF INDUCTEES TO WALL OF FAME

The purpose and policy for nomination and selection of inductees shall remain as follows:

A. PURPOSE: To reaffirm the City Council's commitment to recognizing citizens of El Cerrito for outstanding community contributions by portrayal on the "Wall of Fame" and to advise employees and the public of the guidelines for Council selection.

B. POLICY: It is the policy of the City of El Cerrito to recognize citizens of El Cerrito who have made substantial contributions to the community over a long period of time through their work on special projects. The persons selected by the City Council shall have their photograph, preferably in the setting of the activity for which they are being recognized, placed on the Wall of Fame located at City Hall. The guidelines for selection are:

1. The Honoree must be a resident of the City of El Cerrito.

2. The work for which an individual is recognized must be an ongoing activity in El Cerrito for at least ten (10) consecutive years, but may be an annual event.

3. The event or activity must be available to potentially benefit all El Cerrito residents.

4. The event or activity must be non-profit in nature.

5. City board, commission or committee service is not in itself grounds for selection. Members may, however, qualify for this award if they have been active in an ongoing activity for the benefit of El Cerrito in addition to serving on a board, commission or committee.

6. Recipients of this honor should have been recognized for their efforts by a citizen group or an organization in El Cerrito, West County, regionally, statewide or nationally.
I CERTIFY that at a regular meeting on November 3, 2008 the City Council of the City of El Cerrito passed this Resolution by the following vote:

AYES: Councilmembers Abelson, Bridges, Moore, Potter and Mayor Jones
NOES: None
ABSENT: None
ABSTAIN: None

IN WITNESS of this action, I sign this document and affix the corporate seal of the City of El Cerrito on November 5, 2008.

Cheryl Morse, City Clerk

William C. Jones, III, Mayor
CITY OF EL CERRITO
WALL OF FAME NOMINATION

Name and Address of Nominee:
JANE BARTLE

Note: The nominee must be a resident of the City of El Cerrito.

Describe the activities for which recognition is sought. Indicate whether each activity is non-profit if it is not inherently obvious.

PLEASE SEE ATTACHED

How long has the nominee been actively engaged in carrying out this activity(s)?

PLEASE SEE ATTACHED

How does the activity(s) benefit or potentially benefit residents of El Cerrito?

PLEASE SEE ATTACHED

Please list the names and addresses of any groups or organizations that recognized the person's activities on behalf of the community. Please state how recognition was given and when.

PLEASE SEE ATTACHED

Submitted by: Stephanie Mewha
Signature

Name of individual or organization: SOROPTOMISTS INTERNATIONAL OF EL CERRITO

Address: BY STEPHANIE MEWHA

Phone number: ____________________________

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NOMINATION OF

JANE A. BARTKE

TO THE

EL CERRITO WALL OF FAME

Currently:

Shadi Holiday Display, A Twelve Year Commitment — The Christmas display built by the hand of Sundar Shadi has been a much-loved tradition in El Cerrito for over 60 years. But it would have foundered were it not for the efforts of Jane Bartke. In 1997 Sundar failed to put up his wonderful folk art, as he was then 97 years old. By 2000 he was in a care home and some of his folk art pieces had been given away. His Trustee determined to sell the display pieces, in the event money was needed for his care. Verna (better known as Vera) one of Sundar’s three daughters, thought that was wrong, and negotiations started to preserve the display. After more than a year the Trustee agreed, with several conditions.
- When a non-profit was required to receive the display, Jane studied and created one.
- When the display had to be appraised, she saw that it got done.
- When the Trust needed to move the entire collection within three days, Jane arranged a storage place (former El Cerrito Mill & Lumber), and arranged for trucks and volunteers to do the moving.
- When several of the pieces needed restoration, Jane arranged volunteers and materials, and a work place.
- When it was time to re-erect the display in 2001 and the Shadi property was unavailable, Jane negotiated and signed a lease on PG&E property on Moeser Lane. There was no electricity on the site so Jane arranged for the loan of two generators. There was no security so Jane got an RV parked on Moeser and volunteers to stay all night.

She got volunteers to erect the display, and to take it down to storage.
She solicited funds to pay for repairs and for the insurance required by PG&E.
She saw to the purchase of two cargo containers, and construction of shelves in them.
Jane has chaired this effort for almost twelve years, during which time electricity has been brought to the site, security cameras are available, low-power lights have been purchased and a collapsible shed has been built. Three camels, some human figures, the star and the angel have been re-built and a campfire installed.

During each holiday season over 5,000 people, young and old, have enjoyed the magic of Sundar’s figures. Much credit must go to all the volunteers who have worked on the repairs, the erection and storage of the display, to those who have donated money and to those who have helped with restoration.
But none of it would have happened without Jane’s vision, dedication and hard work.
Formerly:

NWPC (National Women’s Political Caucus), Contra Costa County Chapter – Jane was an active member for several years, served on the Board, and as President. Under her leadership, membership grew by over 20%.

Mayor & City Council of the City of El Cerrito - Jane had been active in city affairs and local elections, and determined to be a candidate herself in 1991. She was the top vote-getter, and was re-elected in 1995. She was chosen as Mayor by her fellow Council members in 1993 and 1997. She is most proud of her efforts which succeeded in getting the El Cerrito Plaza re-built with private money, using no public funds.

Redevelopment Agency of El Cerrito – Jane served three terms as Chairwoman of this local agency.

Contra Costa Mayors Conference – Jane represented El Cerrito at all conference meetings during her terms as Mayor, Mayor Pro Tem and Immediate Past Mayor and actively took part in conference business. She was elected Chairwoman of the conference, at a time when she was not a Mayor, the first to accomplish that astounding fete. She is the only El Cerritan to have been elected as Chair of the Conference in the past 30 years.

League of California Cities – Jane was active in League business, and served as Chair of a state-wide standing committee, the committee which, for example, decided on the division of cigarette tax funds among counties and each city.

ABAG (Association of Bay Area Governments) – Jane represented the City of El Cerrito at ABAG General Assemblies, and was elected by the Mayors of this county to represent all Contra Costa cities on its Executive Board. She served as Chair of a standing committee for seven years, the one which got oil company executives to admit they raised prices not because of increased costs, but just because they could.

West Contra Costa Transportation Advisory Committee – Board of Directors, Vice Chair and Delegate to Contra Costa Transportation Authority. Worked on the San Pablo Avenue Corridor project, the San Pablo Dam Road Corridor plan, the 2000 update to the West County Action Plan, the West County train station selection process, Highway 4, and the Carquinez Bridge and Benicia Bridge construction projects, and served on four additional sub-committees.

Park & Recreation Commission, City of El Cerrito – 1986 to 1991 (when elected to the City Council). Served as Commission Chairwoman.

YWCA of West County – formerly President and on Board of Directors for 5 years.

El Cerrito Women’s Club – A former active member for 10 years.
Soroptimists, Twelve Years of Leadership – The local chapter of the international organization dedicated to the betterment of women, world-wide. Jane is on its Board for the 12th year, and has served as its President for 5 terms to 2011. During her tenure this club accomplished the following:
- Raised funds to give an annual scholarship to an El Cerrito High graduating Senior;
- Contributed to the betterment of women in impoverished countries;
- Started the speaker series, continuing this month, of accomplished women;
- Gave an annual Women’s Opportunity Award to a woman who is the main support for her family and has returned to school after a four-year break;
- Reading to primary schoolchildren in a local school monthly;
- Honor a teen-age girl for her volunteer work in the community;
- Paid annually for a young girl to attend Girls State sponsored by the American Legion;
- Annual recognition of a woman in the community who is “Making a Difference for Women” either locally or overseas.

El Cerrito Community Foundation. This is the non-profit agency that Jane created to receive the holiday display of Sundar Shadi. Jane continues to serve as its Chairwoman. It is a California public benefit corporation, for which Jane was successful in acquiring tax exempt status under IRC 501(c)(3). This corporation has grown into an umbrella for several community efforts, including the El Cerrito Historical Society, Senior Centers, Friends of Cerrito Theatre (formerly), El Cerrito Trail Trekkers, West County Forum, and El Cerrito Soroptimists.

Rosie the Riveter Trust – When the National Park Service established the Rosie the Riveter/World War II Home Front National Historic Park in western Contra Costa County there were no federal funds to purchase historic buildings and lands. Volunteers therefore stepped up and formed this Trust to raise money for use by the park. Jane is its Chairwoman, and works on Trust business virtually every day. She recently participated in three full days of mediation and got a settlement on law suits with a contractor and with an architecture firm. She is currently planning an annual banquet, the fifth that she has chaired, which has proven to be the largest fund-raiser for the Trust.

Alpha Delta Kappa – Honorary teachers’ sorority. Jane has been a member of the West County chapter for more than 40 years, regularly attends and hosts functions, and is a Past President.

P.E.O. – A philanthropic educational organization that promotes higher education for women by sponsoring scholarships. Jane has been an active member and frequent host for several years.

West County Forum – An active member and participant since its formation.
Junior Women’s Club of El Cerrito – Former member 10 years, Board of Directors, officer and President. Jane was instrumental in founding the El Cerrito Art Show.

El Cerrito Jaycettes – Former active member 5 years, officer and President.

Jane is a long-time El Cerrito resident. She is a graduate of St. Mary’s College at Notre Dame in South Bend, Indiana and has a Masters degree in Public Administration from California State University East Bay.

She is married to Rich, and they have two daughters, who were raised in El Cerrito from birth. Both daughters are classroom teachers for West Contra Costa Unified School District, and each has been awarded “Teacher of the Year” by the Ed Fund. Both girls are married and each has two children, of whom three are working their way through college and one is in high school.

Jane is an educator who taught from 1960 until retirement in 2000. After retirement she worked part-time as a substitute Counselor, administrator and teacher. She holds a California life-time teaching credential for all grades K to 12, and has experience in many of them. She served the District as a “lead teacher”, as a Mentor Teacher, and briefly as an elementary school Principal.

As an educator, Jane received many awards; among the most cherished:
- Ed Fund, for “Teacher of the Year”.
- California Outstanding Educator Award, from Johns Hopkins University.
- Outstanding Educator, from California State University.
- Institute for Academic Excellence.
- Mentor Teacher, from State Superintendent of Public Instruction.
- Adams Middle School PTA.
- West Contra Costa Unified School District.

For her community service Jane received the following awards, among others:
- Circle of 100, Congressional Recognition 2008.
- Woman of Distinction from Soroptimists.
- Women’s History Celebration “Woman of the Year” from El Cerrito.
- ABAG “for 7 years of exemplary service”.
- El Cerrito Chamber of Commerce “For giving unselfishly of her time”.
- West Contra Costa Transportation Advisory Committee.
- Contra Costa Transit Authority.
- El Cerrito’s Citizen of the Year, from Junior Women’s Club and Jaycettes.
CITY OF EL CERRITO
WALL OF FAME NOMINATION

Name and Address of Nominee:

Jane Bartke

Date:

3/14/2012

Note: The nominee must be a resident of the City of El Cerrito.

Describe the activities for which recognition is sought. Indicate whether each activity is non-profit if it is not inherently obvious.

Jane Bartke created the El Cerrito Community Foundation, a non-profit agency to receive the holiday display properties of Sundar Shadi. Jane has been its chairman since its organization.

The Foundation is a California public benefit corporation with tax exempt status under I.R.C. 501(c)(3).

How long has the nominee been actively engaged in carrying out this activity(s)?

Mr. Shadi's family sought Jane's aid in preserving the display properties in 2008.

How does the activity(s) benefit or potentially benefit residents of El Cerrito?

This corporation has grown into an umbrella for several community groups: El Cerrito Historical Society, Senior Centers, Friends of E.C. Theatre, E.C. Trail Trekkers, West County Forum, E.C. Soroptimists.

Please list the names and addresses of any groups or organizations that recognized the person's activities on behalf of the community. Please state how recognition was given and when.

Circle of 100, Congressional Recognition 2008

Woman of Distinction from Soroptimist International of E.C.

Women's History Celebration "Woman of the Year" from El Cerrito

El Cerrito's Citizen of the Year from Junior Women's Club & Jaycettes

Submitted by: Marie Pike

Signature

Name of individual or organization: Marie Pike

Address: 

Phone number: 

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Attached Summary
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- Contributed to the betterment of women in impoverished countries;
- Started the speaker series, continuing this month, of accomplished women;
- Gave an annual Women’s Opportunity Award to a woman who is the main support for her family and has returned to school after a four-year break;
- Reading to primary schoolchildren in a local school monthly;
- Honor a teen-age girl for her volunteer work in the community;
- Paid annually for a young girl to attend Girls State sponsored by the American Legion;
- Annual recognition of a woman in the community who is “Making a Difference for Women” either locally or overseas.

El Cerrito Community Foundation. This is the non-profit agency that Jane created to receive the holiday display of Sundar Shadi. Jane continues to serve as its Chairwoman. It is a California public benefit corporation, for which Jane was successful in acquiring tax exempt status under IRC 501(c)(3).

This corporation has grown into an umbrella for several community efforts, including the El Cerrito Historical Society, Senior Centers, Friends of Cerrito Theatre (formerly), El Cerrito Trail Trekkers, West County Forum, and El Cerrito Soroptimists.

Rosie the Riveter Trust – When the National Park Service established the Rosie the Riveter/World War II Home Front National Historic Park in western Contra Costa County there were no federal funds to purchase historic buildings and lands. Volunteers therefore stepped up and formed this Trust to raise money for use by the park. Jane is its Chairwoman, and works on Trust business virtually every day. She recently participated in three full days of mediation and got a settlement on law suits with a contractor and with an architecture firm.

She is currently planning an annual banquet, the fifth that she has chaired, which has proven to be the largest fund-raiser for the Trust.

Alpha Delta Kappa – Honorary teachers’ sorority. Jane has been a member of the West County chapter for more than 40 years, regularly attends and hosts functions, and is a Past President.

P.E.O. – A philanthropic educational organization that promotes higher education for women by sponsoring scholarships. Jane has been an active member and frequent host for several years.

West County Forum – An active member and participant since its formation.
**Junior Women’s Club of El Cerrito** – Former member 10 years, Board of Directors, officer and President. Jane was instrumental in founding the El Cerrito Art Show.

**El Cerrito Jaycettes** – Former active member 5 years, officer and President.

Jane is a long-time El Cerrito resident. She is a graduate of St. Mary’s College at Notre Dame in South Bend, Indiana and has a Masters degree in Public Administration from California State University East Bay.

She is married to Rich, and they have two daughters, who were raised in El Cerrito from birth. Both daughters are classroom teachers for West Contra Costa Unified School District, and each has been awarded “Teacher of the Year” by the Ed Fund. Both girls are married and each has two children, of whom three are working their way through college and one is in high school.

Jane is an educator who taught from 1960 until retirement in 2000. After retirement she worked part-time as a substitute Counselor, administrator and teacher. She holds a California life-time teaching credential for all grades K to 12, and has experience in many of them. She served the District as a “lead teacher”, as a Mentor Teacher, and briefly as an elementary school Principal.

As an educator, Jane received many awards; among the most cherished:
- Ed Fund, for “Teacher of the Year”.
- California Outstanding Educator Award, from Johns Hopkins University.
- Outstanding Educator, from California State University.
- Institute for Academic Excellence.
- Mentor Teacher, from State Superintendent of Public Instruction.
- Adams Middle School PTA.
- West Contra Costa Unified School District.

For her community service Jane received the following awards, among others:
- Circle of 100, Congressional Recognition 2008.
- Woman of Distinction from Soroptimists.
- Women’s History Celebration “Woman of the Year” from El Cerrito.
- ABAG “for 7 years of exemplary service”.
- El Cerrito Chamber of Commerce “For giving unselfishly of her time”.
- West Contra Costa Transportation Advisory Committee.
- Contra Costa Transit Authority.
- El Cerrito’s Citizen of the Year, from Junior Women’s Club and Jaycettes.
CITY OF EL CERRITO
WALL OF FAME NOMINATION

Name and Address of Nominee:

Amy Shinsako

Date: 3/13/2012

Note: The nominee must be a resident of the City of El Cerrito.

Describe the activities for which recognition is sought. Indicate whether each activity is non-profit if it is not inherently obvious.

_Sakura Kai Senior Center - Amy is board member and regular volunteer and leader/teacher of food committee for 30 years. She and her mother active since 1973. She also volunteered daily as a reading teacher for the last seven years.

_Harding Elementary - retired after 20 years and volunteered daily as a reading teacher for the last seven years. Her work here has had successes we cannot even begin to count.

How long has the nominee been actively engaged in carrying out this activity(s)?

_Sakura Kai Center 30 yrs. / Harding School 7 years

How does the activity(s) benefit or potentially benefit residents of El Cerrito?

_Sakura Kai Sr. Center has thrived under the leadership of Amy and Countless (hundreds) of children respect this beloved first grade teacher. After retiring, she returned to tutor hundreds more in reading. No child is left behind at Harding.

Please list the names and addresses of any groups or organizations that recognized the person's activities on behalf of the community. Please state how recognition was given and when.

_USF Berkeley organization recognizes her contribution as a board member. They provide care and assistance to Seniors + families.

_Daruma No Gakko, first Japanese cultural program for K-6 credits. Amy as a founding member. 1978. This summer program is still going strong.

Submitted by:

Alva Tamura

Signature

Name of individual or organization:

Alva Tamura / Harding School

Address:

Phone number:

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