



Office of the City Manager

CONSENT CALENDAR  
June 14, 2022

To: Honorable Mayor and Members of the City Council  
 From: Dee Williams-Ridley, City Manager  
 Submitted by: Liam Garland, Director, Public Works  
 Subject: Commission Reorganization: Creating the Transportation and Infrastructure Commission

RECOMMENDATION

Adopt a Resolution: rescinding Resolution No. 55,751-N.S. which created the Transportation Commission, rescinding Resolution No. 55,750-N.S. which created the Public Works Commission, and establishing the Transportation and Infrastructure Commission.

FISCAL IMPACTS OF RECOMMENDATION

No direct fiscal impacts, but this reorganization will reduce staff time and increase efficiency by consolidating two commissions into one.

CURRENT SITUATION AND ITS EFFECTS

At a Special Meeting on June 15, 2021, Council referred to the City Manager and City Attorney to bring back changes to the enabling legislation to reorganize existing City commissions, and refer to staff to develop recommendations on the transition to new consolidated commissions and the effective date of the changes. One of the Phase 2 reorganizations in the action was to consolidate the current Transportation Commission, the Public Works Commission, and the Zero Waste Commission into a new commission. Subsequently, at a regular meeting on January 18, 2022, City Council moved to retain the Zero Waste Commission as a stand-alone entity.

Staff recommend the following implementation plan: the two existing commissions will complete their regularly-scheduled meetings through June 15, 2022, and the new Transportation and Infrastructure Commission will begin in June 15, 2022, with the first meeting of the new Commission to be held Thursday July 21, 2022 at 7pm. All City Council appointees to the current commissions being consolidated will expire as of June 15, 2022, and Councilmembers will need to make new appointments to the new commission. The enabling resolution for the new commission includes a provision that all prior service on the commissions being consolidated is counted toward the 8-year limit of service.

The function of the proposed new commission is the following: 1) The Transportation and Infrastructure Commission shall advise the City Council with respect to Transportation and Public Works infrastructure policies, facilities, and services. 2) The Commission shall have authority to handle appeals regarding tree removals required as part of any Public Works capital improvements project. 3) The Commission shall serve as the Bicycle and Pedestrian Advisory Committee for the City of Berkeley and shall review grant-funded projects as required for compliance with Alameda County Transportation Commission requirements. Commission consolidation was discussed at the January 20, 2022 Transportation Commission meeting and the November 4, 2021 Public Works Commission meeting.

### BACKGROUND

Per the Problem/Summary Statement in the City Council action item of June 15, 2021, Commissions provide an important mechanism for residents to shape public policy and provide input on City business. However, the City of Berkeley maintains far more commissions than other cities of similar size, with a significant investment of City resources to staff all 37 commissions. Some commission secretaries report spending upwards of 20+ hours per week on commission business, which takes valuable time away from addressing other pressing City priorities.

The local public health emergency created by the global COVID-19 pandemic has required City staff to shift to new roles and maintain an Emergency Operations Center since January 2020; recovery from the pandemic will continue to demand the full attention of our City staff for the foreseeable future. Given the uncertainties that the City faces in recovering from the COVID-19 pandemic and the demands that this recovery places on City staff, Council deemed it an appropriate time to consider how best to consolidate commissions.

### ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

There are no environmental impacts associated with the recommendation in this report. The Transportation and Infrastructure Commission is expected to make recommendations to Council on projects and policies in support of sustainable transportation and infrastructure.

### RATIONALE FOR RECOMMENDATION

As the City re-emerges from COVID-19, the City needs to demonstrate efficiency and fiscal restraint. The re-organization of City commissions places an emphasis on overall community benefit, staff productivity, and will bring a greater diversity of voices into the commission process.

### CONTACT PERSON

Liam Garland, Director, Public Works (510) 981-6303  
Farid Javandel, Manager of Transportation, Public Works (510) 981-7010  
Joe Enke, Manager of Engineering, (510) 981-6411

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Creating the Transportation and Infrastructure Commission

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Attachments:  
1. Resolution

RESOLUTION NO. ##,###-N.S.

ESTABLISHING THE TRANSPORTATION AND INFRASTRUCTURE COMMISSION  
AND PROVIDING FOR THE DUTIES THEREOF

BE IT RESOLVED by the Council of the City of Berkeley as follows:

Section 1. ESTABLISHING THE TRANSPORTATION AND INFRASTRUCTURE  
COMMISSION AND ENDING THE TRANSPORTATION COMMISSION, AND PUBLIC  
WORKS COMMISSION.

- A. There is hereby established a Transportation and Infrastructure Commission in the City of Berkeley, the duties and responsibilities of which are set forth hereinafter.
- B. The Commission shall consist of nine members. Members of the Commission shall be appointed by members of the City Council in accordance with Municipal Code Section 2.04.050.
- C. Formation of the Transportation and Infrastructure Commission shall become effective June 15, 2022.
- D. The Transportation Commission, and Public Works Commission shall end effective June 15, 2022.

Section 2. DURATION OF THE COMMISSION

The life of the Transportation and Infrastructure Commission shall be until a vote of the City Council ends it.

Section 3. DUTIES OF THE COMMISSION

- A. The Transportation and Infrastructure Commission shall advise the City Council with respect to Transportation and Public Works infrastructure policies, facilities, and services.
- B. The Commission shall be empowered to gather information and data relevant to legislative actions which directly and significantly influence transportation.
- C. The Commission shall evaluate such information and data and make recommendations to the City Council on traffic management policies and implementation of such policies.
- D. Advise the City Council on all matters relative to the maintenance, repair, and capital improvements of streets and sidewalks, sanitary sewers, storm drains, city buildings, communication systems, vehicles, and equipment, undergrounding of utilities, and streetlights.
- E. In addition to the foregoing general duties, the Commission shall be empowered to do the following:

1. Hold meetings on the taxi ordinance and make recommendations to the Council regarding rates, the number of permits, taxi stands, and related matters.
2. Conduct meetings and obtain data regarding parking policies and restrictions, pricing, and enforcement thereof.
3. Consider safety measures and devices, including emergency access, and make recommendations thereon.
4. Consider pricing of road use.
5. Consider vehicle circulation.
6. Consider impact of land use on transportation.
7. Consider finances related to transportation.
8. Consider service vehicle parking, circulation, and access.
9. Consider goods movement, vehicle parking, circulation, and access.
10. Consider movement priorities among pedestrians and vehicles.
11. Consider pedestrian movement, including walkways and sidewalks.
12. Consider public transit routes, schedules, and operating guidelines, as well as any changes proposed by AC Transit or other transit operators.
13. Consider transit stop locations, design, and transit.
14. Consider bikeways and bicycle racks.
15. Consider federal and state legislation concerning Transportation and Public Works.
16. Consider public education regarding Transportation and Public Works.
17. Advise on and monitor implementation of the City's adopted transportation and infrastructure plans.
18. Provide recommendations and updates on 5 Year Paving Plan, and Paving Policy to advance technologies and environmentally sustainable management of the right of way.
19. Provide input and opportunity for public discussion of public works funding allocations, needs and opportunities for future funding.
20. Provide recommendations and input to incorporate innovation in the public right of way including for surfacing and signals for transportation safety and environmental sustainability.
21. Provide forum for public outreach on public works program and project execution.
22. Provide input and recommendations on public restrooms and facilities.
23. Provide recommendations on opportunities for public engagement and participation in clean-up and minor

maintenance of surface assets such as the Adopt a Spot program.

24. Hold meetings and make recommendations on appeals of tree removals required as part of any Public Works Capital Improvements project. Such recommendations would be completed in a single meeting and would constitute input to Public Works staff.
25. The Commission shall serve as the Bicycle and Pedestrian Advisory Committee for the City of Berkeley and shall review grant-funded projects as required for compliance with Alameda County Transportation Commission requirements.

- F. The Commission shall work with the Planning Commission and other appropriate commissions as necessary on the City of Berkeley General Plan revision.

In considering the foregoing specific areas of concern, the Commission shall be empowered to make written recommendations to the City Council from time to time as the Commission or the City Council deems necessary or desirable.

Section 4. SECRETARY TO COMMISSION

The City Manager shall designate an employee of the City of Berkeley to serve as secretary to the Commission who shall attend the meetings of the Commission, record the minutes thereof, and cause said minutes to be reduced to written form.

Section 5. TERM OF OFFICE

For purposes of determining term limits, a commissioner's prior service on the Transportation Commission, or the Public Works Commission shall be counted, provided that their prior service was terminated by their appointment to the Transportation and Infrastructure Commission.

BE IT FURTHER RESOLVED THAT Resolution No. 55,751-N.S. which created the Transportation Commission, and any amending resolutions, are hereby rescinded effective June 15, 2022.

BE IT FURTHER RESOLVED THAT Resolution No. 55,750-N.S. which created the Public Works Commission, and any amending resolutions, are hereby rescinded effective June 15, 2022.