



**BERKELEY CITY COUNCIL BUDGET & FINANCE COMMITTEE
REGULAR MEETING**

BERKELEY CITY COUNCIL SPECIAL MEETING

**Thursday, March 28, 2019
2:00 PM**

2180 Milvia Street, 6th Floor - Redwood Room

Committee Members:

Councilmembers Rashi Kesarwani, Cheryl Davila, and Lori Droste

AGENDA

Roll Call

Election of Chair

Adoption of Regular Meeting Schedule

Public Comment on Non-Agenda Matters

Minutes for Approval

Draft minutes for the Committee's consideration and approval.

1. Minutes for Approval – November 26, 2018

Committee Action Items

The public may comment on each item listed on the agenda for action as the item is taken up. The Chair will determine the number of persons interested in speaking on each item. Up to ten (10) speakers may speak for two minutes. If there are more than ten persons interested in speaking, the Chair may limit the public comment for all speakers to one minute per speaker. Speakers are permitted to yield their time to one other speaker, however no one speaker shall have more than four minutes.

Following review and discussion of the items listed below, the Committee may continue an item to a future committee meeting, or refer the item to the City Council.

Committee Action Items

2. Biennial Budget Process

- a. Timeline
- b. Meeting dates
- c. Topic areas
- d. Department Budget Presentations Timeline

3. Various funding sources in the Public Works Department and the Parks, Recreation and Waterfront Department as well as a process for allocating funding (Street Lighting, Tree Trimming and Traffic Circles)

4. Refer to the City Manager to Designate Election Day as a City Holiday

From: Councilmembers Robinson, Davila, and Hahn

Referred: March 11, 2019

Due: September 15, 2019

Recommendation: Refer the City Manager to designate Election Day as a City Holiday.

Financial Implications: See report

Contact: Rigel Robinson, Councilmember, District 7, 981-7170

Unscheduled Items

These items are not scheduled for discussion or action at this meeting. The Committee may schedule these items to the Action Calendar of a future Committee meeting.

Adjournment

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*This is a meeting of the Berkeley City Council Budget & Finance Committee. Since a quorum of the Berkeley City Council may actually be present to discuss matters with the Council Budget & Finance Committee, this meeting is being noticed as a special meeting of the Berkeley City Council as well as a Council Budget & Finance Committee meeting.*

*Written communications addressed to the Budget & Finance Committee and submitted to the City Clerk Department will be distributed to the Committee prior to the meeting.*

*This meeting will be conducted in accordance with the Brown Act, Government Code Section 54953. Any member of the public may attend this meeting. Questions regarding this matter may be addressed to Mark Numainville, City Clerk, 981-6900.*



#### COMMUNICATION ACCESS INFORMATION:

This meeting is being held in a wheelchair accessible location. To request a disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact the Disability Services specialist at 981-6418 (V) or 981-6347 (TDD) at least three business days before the meeting date. Attendees at public meetings are reminded that other attendees may be sensitive to various scents, whether natural or manufactured, in products and materials. Please help the City respect these needs.

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I hereby certify that the agenda for this special meeting of the Berkeley City Council was posted at the display case located near the walkway in front of the Maudelle Shirek Building, 2134 Martin Luther King Jr. Way, as well as on the City's website, on March 21, 2019.

A handwritten signature in black ink, appearing to read "Mark Numainville".

Mark Numainville, City Clerk

Communications

Communications submitted to City Council Policy Committees are on file in the City Clerk Department at 2180 Milvia Street, 1st Floor, Berkeley, CA.

BERKELEY CITY COUNCIL BUDGET COMMITTEE MINUTES

MONDAY, NOVEMBER 26, 2018

9:30 A.M. – 11:00 AM

2180 Milvia Street, 6th Floor – Redwood Conference Room

Committee Members:

Mayor Jesse Arreguin, Councilmembers Kate Harrison, Sophie Hahn, and Susan Wengraf

1. Roll Call: 9:38 a.m. Present – Mayor Arreguin, Councilmembers Hahn, Wengraf, and Harrison
2. Public Comment: None
3. M/S/C (Hahn/Wengraf) to approve the minutes of October 18, 2018. Ayes – Arreguin, Hahn, Wengraf; Abstain - Harrison
4. Committee Items:

Presentation:

- a) Contract Process Overview

The Finance Director presented a PowerPoint on the City's contracting process. Below is the link to the contract package forms and boilerplates.

<http://icobweb/finance/ContractsOnline/COForms&Boilerplates.htm>

Discussion:

- b) First Amendment to the FY 2019 Appropriation Ordinance (AAO#1)
The Committee reviewed the First Amendment to the Annual Appropriation Ordinance

https://www.cityofberkeley.info/Clerk/City_Council/2018/11_Nov/City_Council_11-27-2018_-_Regular_Meeting_Agenda.aspx (Item #45)

5. Future Agenda Items:

1. Biennial Budget Process
 - (a) Timeline
 - (b) Meeting dates
 - (c) Topic areas

2. Various funding sources in the Public Works Department and the Parks, Recreation and Waterfront Department as well as process for allocating funding (Street Lighting, Tree Trimming, and Traffic Circles)

Next meeting scheduled for Thursday, January 17, 2019, from 9:30 – 11:00 a.m. in the Pepperwood Room

M/S/C (Wengraf/Harrison) to adjourn the meeting. All Ayes

Adjourned at 11:00 a.m.

Teresa Berkeley-Simmons, Budget Manager



CITY COUNCILMEMBER
RIGEL ROBINSON
DISTRICT 7

04

CONSENT CALENDAR
March 26, 2018

To: Honorable Mayor and Members of the City Council
From: Councilmembers Rigel Robinson, Cheryl Davila and Sophie Hahn
Subject: Refer to the City Manager to Designate Election Day as a City Holiday

RECOMMENDATION

Refer the City Manager to designate Election Day as a City Holiday.

BACKGROUND

Under current election law, Election Day occurs on the first Tuesday after the first Monday in November of each even-numbered year. Election Day is not on the list of federal, State, or City holidays. Since Election Day falls on a weekday, getting to the polls can be difficult for people who have to attend school or work. The City of Berkeley has endorsed California Assembly Bill 177, which would make Election Day a state holiday. Sandusky, a small city in Ohio, recently made national headlines by switching Columbus Day and Election Day as local holidays. Taking similar steps in Berkeley would make voting easier and more accessible for many City employees, and would reinforce the City’s commitment to the importance of democracy.

The City Manager should consider offsetting the addition of an Election Day holiday by eliminating another. One option is to celebrate Lincoln’s Birthday concurrently with President’s Day. Lincoln’s Birthday occurs in the middle of the week on most years, with President’s Day less than a week later. Since General Elections only occur every other year, there are several options to maintain the average number of City holidays per year. One would be to designate two City holidays in election years, one for the March primary and one for the November general election, but none in odd numbered years. Another option would be to designate the first Tuesday after the first Monday of November as a holiday for all years, even on years where there is no general election. On odd numbered years, the City could recognize that Tuesday as “Democracy Day” or something similar.

Should federal or state laws change to require that the City give its employees Election Day off, this change should revert such that the total number of holiday’s increases by one. Rather than redesignating Lincoln’s Birthday as a holiday, a Cesar Chavez holiday should be designated.

Staff should come back to Council with a recommendation and should begin any necessary meetings with union representation allowing enough time for the proposed changes to come into effect for the 2020 primary election.

FINANCIAL IMPLICATIONS

If the addition of a City holiday on Election Day is offset by the elimination of another City holiday, there would be few financial implications.

ENVIRONMENTAL SUSTAINABILITY

No impact.

CONTACT PERSON

Councilmember Rigel Robinson, (510) 981-7170
Rachel Alpert, Intern