



Office of the City Manager

ACTION CALENDAR
January 24, 2017

To: Honorable Mayor and Members of the City Council

From: *DWR* Dee Williams-Ridley, City Manager

Submitted by: Phillip Harrington, Director, Department of Public Works

Subject: Companion Report: Change Template for City Consent or Action Calendar Items to Include Access and Universal Design Considerations

RECOMMENDATION

Take no action in support of the recommendation made in the Commission on Disability's report entitled "Change Template for City Consent or Action Calendar Items to include Access and Universal Design Considerations." The recommendation suggests adding a Section to the City Council Consent and Action Staff Report Templates entitled "Impact on Accessibility for Persons with Disabilities and Others."

FISCAL IMPACTS OF RECOMMENDATION

Unknown

CURRENT SITUATION AND ITS EFFECTS

Staff has the ability to include analysis of impacts on persons with disabilities within the current report format, and does so when appropriate. Accepting the recommendation made in the subject report may generate requests from other City Commissions for inclusion of specific issue-related sections to standard staff report templates. This may, in turn, negatively impact staff report preparation. Of concern is the potential for each Board or Commission to make recommendations that, if acted upon, may lead to a degree of customization of Staff Report Templates that render them less effective, burden their preparation, obscure information related to the recommended action, and divert attention from what the report seeks to convey or achieve.

BACKGROUND

All City of Berkeley Commissions regularly send all Information, Action or Consent Reports they deem necessary to the City Council for consideration. Commissions may also respond directly to Council referral items that were not specifically directed to the subject Commission, but which the Commission considers to be an area of specific concern. In such instances, a Commission may submit a report on such issues, or may contact the relevant department preparing the report to include their input. In fact, the Commission on Disability has previously undertaken such actions with regard to pertinent concerns such as Affordable Housing Developments and Telegraph Avenue pedestrian safety.

ENVIRONMENTAL SUSTAINABILITY

There are no identifiable environmental effects or opportunities associated with the subject of this report.

RATIONALE FOR RECOMMENDATION

The City treats all Commissions and the reports they generate with equal consideration. Staff report templates were carefully drafted to briefly and accurately present information related to specific actions staff recommends to Council. Each section of these report templates must support the City Council's evaluation and consideration of the subject recommendation, without the unnecessary burden of peripheral considerations.

ALTERNATIVE ACTIONS CONSIDERED

None.

CONTACT PERSON

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