INFORMATION CALENDAR
July 23, 2019

To: Honorable Mayor and Members of the City Council

From: Dee Williams-Ridley, City Manager

Submitted by: Mark Numainville, City Clerk

Subject: City Council Short Term Referral Process – Monthly Update

INTRODUCTION
This report is a monthly update on the status of short term (90-day) and other date-certain Council referrals.

CURRENT SITUATION AND ITS EFFECTS
In this context, tracking refers to a manually updated chart (Attachment 1). The May 15, 2018 Council referral establishing the monthly update includes both “short term” and “date-certain” referrals. Short term referrals are referrals that staff determines they will be able to complete in approximately three months. Date-certain referrals are those which contain a specified date of completion at the time they are approved by the City Council. Currently, the City only tracks short term referrals in an Excel spreadsheet.

Providing a monthly update on all short term and date-certain referrals will allow Council and the public to see the status of these referrals and any circumstances which lead to delays.

BACKGROUND
In 2016, the City Council adopted a system of Re-Weighted Range Voting (RRV) to prioritize the outstanding City Council referrals to staff. The RRV system enables City Council to provide direction to staff on which referrals are highest priority to the City Council. However, that process does not provide information on the status of short term or date-certain referrals. While many short term or date-certain referrals were “updated” through being completed and presented to Council as consent or information items, there was no comprehensive overview of this subset of referrals.

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

POSSIBLE FUTURE ACTION
The City Council may wish to direct staff to evaluate this process after it has been in place six months.
FISCAL IMPACTS OF POSSIBLE FUTURE ACTION
No direct fiscal impact. Greater efficiencies in staff resources due to prioritization of work and alignment with budget and strategic plan goals.

CONTACT PERSON
Mark Numainville, City Clerk, 981-6900

Attachments:
1: Short Term and Date-Certain Referrals
<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Agenda Item Number</th>
<th>Project Name</th>
<th>Recommendations</th>
<th>Referral By</th>
<th>Referral District</th>
<th>Referral Sponsor</th>
<th>Referral Commission</th>
<th>Original End Date</th>
<th>Lead City Department</th>
<th>State</th>
<th>Planned End Date</th>
<th>Actual End Date</th>
<th>Additional Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019-05-28</td>
<td>29</td>
<td>Referral to Public Works Department and the City Manager: Finishing the installation of Sculpture Lighting into adjacent street lights for the William Byron Rumford statue on Sacramento and Julia St.</td>
<td>Refer to the City Manager a request to finish the installation of sculpture lighting into adjacent street lights for the William Byron Rumford statue on Sacramento and Julia Street. Refer to the Public Works Department for its installation.</td>
<td>Ben Bartlett, Kate Harrison, Cheryl Davila, Jesse Arreguin</td>
<td>Councilmembers</td>
<td>Public Works</td>
<td>2019-06-13</td>
<td>Not Started</td>
<td>17:00:00</td>
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<tr>
<td>2018-12-11</td>
<td>26</td>
<td>Referral to the City Manager and Planning Commission to Update the Housing Pipeline Report to Address Timeline between Planning Entitlements and Submission of Building Permit Applications and Consider Reasons for Delay</td>
<td>Refer to the City Manager to include in the Housing Pipeline Report an analysis of the time between planning entitlements and building permit requests for all projects of five units or greater over the past five years. On an ongoing basis, refer to the City Manager and Planning Commission to propose changes to current Planning approval process to address the causes of delays between entitlements and building permits for construction or substantial rehabilitation of five or more dwelling units.</td>
<td>Councilmembers</td>
<td>Kate Harrison</td>
<td>PLANNING &amp; DEVELOPMENT</td>
<td>2018-12-11</td>
<td>Work in Progress</td>
<td>16:43:23</td>
<td></td>
<td></td>
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<tr>
<td>2019-02-19</td>
<td>16</td>
<td>Providing Requested Direction to the City Manager and Planning Department on the Number of Cannabis Retail Establishments and the Creation of an Equity Program</td>
<td>That the Council provides requested direction to the Planning Department on how to proceed with the Equity Program recommended by the Cannabis Commission in the October 9, 2018 staff report; with the following specifications: Recommendation of creating 1 new dispensary license for equity applicants. It is envisioned as new licenses are created, such as, delivery, manufacturing, and micro-business, permits will be reserved for equity applicants for each new category.</td>
<td>Councilmembers</td>
<td>Ben Bartlett, Kris Worthington, Cheryl Davila</td>
<td>PLANNING &amp; DEVELOPMENT</td>
<td>2019-05-17</td>
<td>Work in Progress</td>
<td>12:00:00</td>
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<tr>
<td>2019-04-02</td>
<td>18</td>
<td>Companion Report: Effective Enforcement of Safe Lead-Paint Practices – Update on Amendments</td>
<td>Based on the intent of the recommendation from the Community Environmental Advisory Commission (CEAC) for the City to expand enforcement of unsafe lead paint practices, refer to the City Manager to: - Coordinate with the Alameda County Healthy Homes Program to clearly identify roles and responsibilities for expanding enforcement of unsafe lead practices, and to explore options for sharing resources that can support expanded local enforcement; - Identify what resources, staff capacity, and program structure would be required to expand City enforcement of unsafe lead practices; - Continue current work to educate building permit applicants and contractors about safe lead paint practices; train and certify all City of Berkeley Building and Housing Inspectors in lead paint safety; respond to, investigate, and enforce safe lead paint practices as needed; and administer the Public Health Division's Childhood Lead Poisoning Prevention Program; and - Provide an update to City Council within one-year that identifies progress and next steps for expanding enforcement of unsafe lead practices. AMENDMENTS: Request that the City Manager return to Council as soon as possible with recommendations on staffing for robust enforcement and internal restructuring for inspections. Options for noticing and distributing disclosure information. Enforcement by the City or the County, if feasible.</td>
<td>Councilmembers</td>
<td>2019-06-28</td>
<td>CITY MANAGER’S OFFICE</td>
<td>Work in Progress</td>
<td>15:18:36</td>
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This will be included with the next set of Cannabis Ordinance changes, expected in summer 2019.
<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Agenda Item Number</th>
<th>Project Name</th>
<th>Referral District</th>
<th>Sponsor</th>
<th>Referral Commission</th>
<th>Commission</th>
<th>Original End Date</th>
<th>Lead City Department</th>
<th>State</th>
<th>Planned End Date</th>
<th>Actual End Date</th>
<th>Additional Comments</th>
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</thead>
<tbody>
<tr>
<td>2019-03-26</td>
<td>15</td>
<td>Ensuring the Sustainability of the Berkeley Flea Market</td>
<td>Short-term referral to the City Manager to provide material and strategic assistance to the Berkeley Flea Market, to sustain and enhance its ability to serve both merchant participants and the community at large.</td>
<td>Ben Bartlett, Sophie Hahn, Cheryl Davila</td>
<td>2019-05-27, 17:00:00</td>
<td>Office of Economic Development</td>
<td>Work in Progress</td>
<td>2019-07-30, 11:38:31</td>
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<tr>
<td>2018-11-13</td>
<td>23</td>
<td>Clarifying Jurisdiction of Ohlone Greenway</td>
<td>Refer to the City Manager to review the recommendation to place the Ohlone Greenway under park rules and policies with the intent of revising the BMC to include the Ohlone Greenway as open space and enforce park-like rules.</td>
<td>Linda Maio, Sophie Hahn, Kate Harrison</td>
<td>2019-02-13, 17:00:00</td>
<td>City Attorney</td>
<td>Work in Progress</td>
<td>2019-08-05, 12:00:00</td>
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<tr>
<td>2018-02-27</td>
<td>23</td>
<td>Conceptual Study for Undergrounding Utility Wires in Berkeley From: Public Works Commission, Disaster and Fire Safety Commission, Transportation Commission</td>
<td>That Council approve the following items: 1. Conceptual Study for undergrounding utility wires in Berkeley (the &quot;Undergrounding Plan&quot;). 2. Proceed with Phase 3 of the Undergrounding Plan. We want to emphasize the importance for Berkeley to actively participate in the current California Public Utilities Commission review of the Rule 20 program.</td>
<td>Public Works Commission</td>
<td>2018-05-25, 17:00:00</td>
<td>Public Works</td>
<td>Work in Progress</td>
<td>2020-12-31, 17:00:00</td>
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2019-06-06 10:40:44 - Jordan Klein (Additional comments) OED's small business retention consultant, Upstart Business Bootcamp, is working closely with the Flea Market on the development of a new strategic plan. Expected completion is July 2019. At that point, OED will submit an information report to City Council with an update and summary, with strategic plan attached. Expected for the 9/10/19 City Council regular meeting.

2019-04-24 10:04:24 - Mark Numainville (Additional comments) City Attorney provided legal opinion to PRW. PRW to report to Council.

2019-04-12 16:51:40 - Melissa McDonough (Additional comments) Due date: report back after Task 5 is completed

<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Agenda Item Number</th>
<th>Project Name</th>
<th>Recommendations</th>
<th>Reference District</th>
<th>Referral Commission</th>
<th>Original end date</th>
<th>Lead City Department</th>
<th>State</th>
<th>Planned end date</th>
<th>Actual end date</th>
<th>Additional comments</th>
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<tbody>
<tr>
<td>2014-04-29</td>
<td>35</td>
<td>City Manager Referral: Policy for Companies Such as Airbnb to Pay Transient Occupancy Tax, as Currently Paid by Other Small Local Businesses</td>
<td>Refer to the City Manager creation of a policy for companies such as Airbnb to pay the Transient Occupancy Tax, as currently paid by other small local businesses.</td>
<td>City Council District 7</td>
<td>Council member</td>
<td>Kris Worthington</td>
<td>2014-10-24</td>
<td>PLANNING &amp; DEVELOPMENT</td>
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<td>2016-09-07</td>
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<td>2014-12-16</td>
<td>25</td>
<td>Reconcile the West Berkeley Plan and the Zoning Code as it Pertains to Medical Uses</td>
<td>Refer to the Planning Commission the task of revising the current zoning ordinance so that it reflects the West Berkeley Plan's goals of encouraging medical uses in West Berkeley.</td>
<td>City Council District 2</td>
<td>Council member</td>
<td>Kris Worthington</td>
<td>2015-06-12</td>
<td>PLANNING &amp; DEVELOPMENT</td>
<td>Completed</td>
<td>2017-01-24</td>
<td>08:00:00</td>
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<tr>
<td>2015-09-15</td>
<td>43</td>
<td>Prohibit Sales of Tobacco Products to Persons Under the Age of 21</td>
<td>Direct the City Manager and Community Health Commission to draft an ordinance amending Berkeley Municipal Code Chapter 9.80 &quot;Tobacco Retailers&quot; to prohibit the sales of tobacco products and smoking paraphernalia to persons under the age of 21.</td>
<td></td>
<td>Council member</td>
<td>Jesse Arreguin</td>
<td>2016-03-11</td>
<td>HEALTH, HSG &amp; COMMUNITY SVC</td>
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<td>2016-03-11</td>
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<tr>
<td>2015-09-15</td>
<td>55</td>
<td>Advisory Commission to Install 1.8 GPM Showerheads in All New Housing Projects or Any Renovation Over $50,000</td>
<td>Refer to the Community Environmental Advisory Commission to explore requiring a maximum of 1.8 GPM low flow showerheads in new housing projects and all housing renovations exceeding $50,000 throughout Berkeley.</td>
<td></td>
<td>Council member</td>
<td>Kris Worthington</td>
<td>2016-03-11</td>
<td>PLANNING &amp; DEVELOPMENT</td>
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<td>2016-07-19</td>
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<tr>
<td>2015-11-10</td>
<td>1</td>
<td>Proposed Amendments to the Minimum Wage Ordinance; Amending Berkeley Municipal Code Chapter 13.39 (Continued from September 15, 2015)</td>
<td>Review and consider information regarding the activities and costs associated with implementing and enforcing the Commission on Labor's proposed amendments to the Minimum Wage Ordinance (MWO), including the potential impact of the proposed amendments on the City's minimum wage employees, employers, non-profit organizations and community-based organizations, on-call workers and youth training program workers, and either: 1. Adopt first reading of an Ordinance amending Berkeley Municipal Code Chapter 13.39, which includes staff-recommended revisions to the Commission's proposed Ordinance; OR- 2. Refer the MWO back to the City Manager for further analysis and revisions.</td>
<td></td>
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<td>CITY MANAGER'S OFFICE</td>
<td>Completed</td>
<td>2016-05-03</td>
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<tr>
<td>2015-11-17</td>
<td>30</td>
<td>Fourth Ambulance Pilot Project 6-Month Update</td>
<td>No recommendation noted. Action: Moved to Consent Calendar and held over to January 19, 2016. Fire to report back in May 2016 for permanent program.</td>
<td></td>
<td></td>
<td></td>
<td>FIRE &amp; EMERGENCY SERVICES</td>
<td>Completed</td>
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<td>2015-12-01</td>
<td>22</td>
<td>City Manager Referral: Pilot Program to Implement Solar Trash Compactors on Telegraph Avenue and Downtown Berkeley</td>
<td>Refer to the City Manager to adopt a Pilot Program to implement Solar Trash Compactors on Telegraph Avenue and Downtown Berkeley.</td>
<td></td>
<td>Council member</td>
<td>Kris Worthington, Linda Maio, Susan Wengraf, Lori Droste</td>
<td>2016-05-27</td>
<td>Public Works</td>
<td>Completed</td>
<td>2018-01-24</td>
<td>08:00:00</td>
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2019-02-05: 16:44:20 - Melissa McDonough
(Additional comments)
6/2018 RFPs received; 2 solar compactors to be issued contracts.
<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Agenda Item Number</th>
<th>Project Name</th>
<th>Recommendations</th>
<th>Referral District</th>
<th>Referral Commission</th>
<th>Original Start Date</th>
<th>Lead City Department</th>
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<th>Planned End Date</th>
<th>Actual End Date</th>
<th>Additional Comments</th>
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<tbody>
<tr>
<td>2015-12-01</td>
<td>33</td>
<td>City Manager and Planning Commission’s Referral: Enable Implementation of Council Approved FAR in the Telegraph Commercial District between Dwight and Bancroft by Amending the Zoning Ordinance</td>
<td>Refer to the City Manager and Planning Commission an immediate implementation strategy to bring the City Zoning Ordinance in compliance with the policy adopted by City Council to increase Floor Area Ratio (FAR) in the Telegraph Commercial District between Dwight and Bancroft - COUNCIL DIRECTION ON COMMUNITY BENEFITS NEEDS FOLLOW UP WORK AND REPORT TO COUNCIL</td>
<td>Council member</td>
<td>City Council District 7</td>
<td>2016-05-27 17:00</td>
<td>Planning &amp; Development</td>
<td>Completed</td>
<td>2016-05-30</td>
<td>08:00:00</td>
<td>00:00:00</td>
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<tr>
<td>2015-12-15</td>
<td>35</td>
<td>Amending Open Government Ordinance to Allow Submission of Revised/Supplemental Items</td>
<td>Refer to the City Manager and City Attorney to draft an ordinance amending Berkeley Municipal Code Section 2.06.070.E (Open Government Ordinance) to allow the submission of revised or supplemental agenda material for the Supplemental Communications Packet 2. The revised or supplemental material must be submitted no later than 12 noon the day of the City Council meeting at which the item is to be considered. The online version of the City Council agenda shall also contain a link to such items. If revised agenda material is submitted by this deadline, it would not require a two-thirds vote of the Council to accept the material.</td>
<td>Council member</td>
<td>Jesse Arreguin, Susan Wengraf, Lori Droste</td>
<td>2016-06-17 00:00</td>
<td>City Clerk</td>
<td>Completed</td>
<td>2016-06-10</td>
<td>17:00:00</td>
<td>17:00:00</td>
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<tr>
<td>2015-12-15</td>
<td>54</td>
<td>Referral to City Manager: Establishment of Affordable Housing Small Sites Program Revised Version</td>
<td>Refer to the City Manager to: 1. Look into the feasibility of creating a Small Sites Program to allow non-profits to purchase small multi-family buildings (5-25 units) to create and preserve affordable housing, with an emphasis on properties with a high potential for conversion to cooperative homeownership. 2. Develop an inventory of City-owned land and other land owned by public agencies in the City of Berkeley which could potentially be used to create below-market rate housing.</td>
<td>Council member</td>
<td>Jesse Arreguin</td>
<td>2016-06-17 00:00</td>
<td>Health, HSG &amp; Community Service</td>
<td>Completed</td>
<td>2016-06-10</td>
<td>17:00:00</td>
<td>17:00:00</td>
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<tr>
<td>2015-12-15</td>
<td>30</td>
<td>Provide Cost Estimates to Restore the Berkeley Pier</td>
<td>Refer to the City Manager to determine the cost to make the appropriate repairs so that it will be safe for public use.</td>
<td>Council member</td>
<td>City Council District 2</td>
<td>2016-06-17 00:00</td>
<td>City Manager’s Office</td>
<td>Completed</td>
<td>2016-06-10</td>
<td>17:00:00</td>
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<tr>
<td>2016-01-19</td>
<td>24</td>
<td>Tenant Buyout Agreement Ordinance</td>
<td>Refer to the City Manager and the Rent Stabilization Board to draft an ordinance regulating situations where a tenant agrees to vacate a rent-controlled unit in exchange for a sum of money, known as a buyout.</td>
<td>Council member</td>
<td>Jesse Arreguin</td>
<td>2016-06-17 00:00</td>
<td>City Manager’s Office</td>
<td>Completed</td>
<td>2016-07-15</td>
<td>17:00:00</td>
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<td>2016-02-09</td>
<td>26</td>
<td>Develop a Provision for the Landmarks Preservation Ordinance to Allow for the Re-designation of a Landmark Designation for a Building that has been Legally Demolished</td>
<td>Refer to the City Manager to develop a provision for the Landmarks Preservation Ordinance (LPO) that would allow a landmark designation to be de-designated for a building that has been previously landmarked but subsequently has been legally demolished.</td>
<td>Council member</td>
<td>City Manager’s Office</td>
<td>2016-06-17 00:00</td>
<td>City Manager’s Office</td>
<td>Completed</td>
<td>2016-08-05</td>
<td>17:00:00</td>
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2019-02-05 16:47:33 - Melissa McDonough (Additional comments) 2 is completed. 1 was later prioritized long term as top priority of Council’s housing action plan. Plan outline complete and will bring before HAC in July 2018.
<table>
<thead>
<tr>
<th>Item</th>
<th>Meeting Date</th>
<th>Agenda Item Number</th>
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<tr>
<td>15</td>
<td>2016-02-09</td>
<td>15</td>
<td>Budget Referral: Including BigBelly Solar Compactor Bins Allocation in the 2016 Mid-Year Budget Process</td>
<td>Refer to the 2016 Mid-year budget process the purchasing of BigBelly Solar Compactor Bins in order to save money, meet zero waste goals, and reduce Berkeley's greenhouse gas emissions.</td>
<td>Council member</td>
<td></td>
<td>Kris Worthington, Lori Drake</td>
<td>2016-05-05</td>
<td>Public Works</td>
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<td>2016-08-08</td>
<td>2018-07-24</td>
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<td>6</td>
<td>2016-03-15</td>
<td>6</td>
<td>Prioritize Installation of Bicycle Lane on Fulton Street</td>
<td>Direct the City Manager and Transportation staff to prioritize and expedite the installation of a bicycle lane on Fulton Street between Bancroft Way and Channing Way.</td>
<td>Council member</td>
<td></td>
<td>Jesse Arreguin</td>
<td>2016-05-09</td>
<td>Public Works</td>
<td>Completed</td>
<td>2016-09-12</td>
<td>2016-05-10</td>
<td>00:00:00</td>
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<td>10</td>
<td>2016-04-05</td>
<td>10</td>
<td>Modify the Proposed Early Mitigation Fee Discount and Preserve Revenue Towards Units At Or Below 50% AMI and Add Sunset Clause (Continued from February 23, 2016)</td>
<td>That the City of Berkeley amend Council Item 10a to remove the option of paying a substantially-reduced mitigation fee at the issuance of a permit, and to preserve revenue from the mitigation fees to maintain or increase the funds designated towards units for incomes at or below 50% AMI, and add a sunset clause.</td>
<td>Council member</td>
<td></td>
<td>Kris Worthington</td>
<td>2016-03-30</td>
<td>HEALTH, HSG &amp; COMMUNITY SVC</td>
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<td>2016-10-03</td>
<td>2016-07-19</td>
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<tr>
<td>31</td>
<td>2016-04-26</td>
<td>31</td>
<td>Creation of 311 Mobile Application</td>
<td>Refer to the City Manager to create a mobile application for the 311 system and improve the 311 Online Service Center.</td>
<td>Council member</td>
<td></td>
<td>Jesse Arreguin</td>
<td>2016-10-24</td>
<td>Information Technology</td>
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<td>2016-10-24</td>
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<td>21</td>
<td>2016-05-10</td>
<td>21</td>
<td>Resolutions Consenting to Inclusion of the City of Berkeley Properties in the California Home Finance Authority PACE Programs and Associate Membership in California Home Finance Authority</td>
<td>ABAG has a new report and the City Council has voted twice in favor; thus, the City of Berkeley should approve and sign an agreement for collaborative services for Property Assessed Clean Energy Financing (PACE) marketplace. Also, that the City of Berkeley approve and sign acknowledgement addendum of RSA, as executed between ABAG and RPPs.</td>
<td>Council member</td>
<td></td>
<td>Kris Worthington</td>
<td>2016-11-04</td>
<td>City Attorney</td>
<td>Completed</td>
<td>2016-11-07</td>
<td>2016-09-20</td>
<td>00:00:00</td>
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<tr>
<td>22</td>
<td>2016-05-31</td>
<td>22</td>
<td>Consider Adding Energy Efficient Equity as an Additional Property Assessed Clean Energy Program</td>
<td>Refer to the City Manager to consider adding Energy Efficient Equity as an additional property assessed clean energy program.</td>
<td>Council member</td>
<td></td>
<td>Kris Worthington</td>
<td>2016-11-25</td>
<td>PLANNING &amp; DEVELOPMENT</td>
<td>Completed</td>
<td>2016-11-28</td>
<td>2016-09-20</td>
<td>00:00:00</td>
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<tr>
<td>20</td>
<td>2016-05-31</td>
<td>20</td>
<td>Requesting a Comprehensive Report on the State of Homeless Services within the City of Berkeley</td>
<td>Request the City Manager direct staff to prepare a report outlining the details of City-funded homeless services. The purpose of this report is to help Council and the community understand the various factors related to the allocation of resources to address homelessness within the City. Once the report is complete, it is requested that city staff schedule a worksession to go over the findings.</td>
<td>Council member</td>
<td></td>
<td>City Council District 5</td>
<td>2016-11-25</td>
<td>HEALTH, HSG &amp; COMMUNITY SVC</td>
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<td>2016-11-28</td>
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<td>47</td>
<td>2016-06-28</td>
<td>47</td>
<td>Feasibility of Acquiring a High-Capacity Scanner for Multiple City Departments</td>
<td>Refer to the City Manager to consider investigating a high-capacity scanner to digitize City records for the Council and multiple City departments.</td>
<td>Council member</td>
<td></td>
<td>Kris Worthington</td>
<td>2016-12-26</td>
<td>Information Technology</td>
<td>Completed</td>
<td>2016-12-26</td>
<td>2017-12-12</td>
<td>00:00:00</td>
</tr>
<tr>
<td>12</td>
<td>2016-07-12</td>
<td>12</td>
<td>Feasibility of Acquiring for $100,000 from the Better Together Resilient Communities Grant Program</td>
<td>That the City Manager consider applying for the $100,000 grant that PG&amp;E's Better Together Resilient Communities grant program will offer in the beginning of 2017.</td>
<td>Council member</td>
<td></td>
<td>Kris Worthington</td>
<td>2017-01-06</td>
<td>PLANNING &amp; DEVELOPMENT</td>
<td>Completed</td>
<td>2017-01-09</td>
<td>2016-12-31</td>
<td>00:00:00</td>
</tr>
</tbody>
</table>

Refer to staff to write an ordinance based on the Community Health Commission (CHC) recommendation with the changes suggested by staff.

MAYOR AND COUNCIL

Referral

Referal

Date

End

Sponsor

End

Commission

State

Planned

Actual

Additional

2017-01-13

17:00:00

2017-01-16

11:29

2019-02-05

17:02:37 - Melissa Mckinough (Additional comments) Incorporating changes from City Council.

2016-09-20  22  Amending Council Rules Regarding Removal of Commissioners

Direct staff to return with a policy recommendation consistent with the recommendations in this report, i.e., noting that as a matter of courtesy and respect, Councilmembers are expected to set the date a commissioner is to be replaced on a commission and communicate that date to the commissioner not less than two weeks from the official date of replacement.

Council member Commission

Referral

Referal

Date

End

City Clerk

Completed

2017-03-17

2018-06-12

08:00:00

00:00:00

2019-02-05

17:04:44 - Melissa Mckinough (Additional comments) 5/2018 RFPs received; 2 solar compactors to be issued contracts.

2016-09-20  32  City Manager Referral: Implementing BigBelly Solar Compactor Bins

Refer to the City Manager to examine the feasibility of procuring BigBelly Solar Compactor Bins to save money, meet zero waste goals, and reduce Berkeley’s greenhouse gas emissions.

Council member

Kris Worthington, Lori Drake

Referral

Referal

Date

End

Public Works

Completed

2017-03-17

2018-07-24

08:00:00

00:00:00

2016-09-20  21  City Manager Referral: Consider the Four Recommendations Contained in the Alameda County Grand Jury Report (Continued from July 19, 2016)

Refer to the City Manager to consider the four recommendations in response to the Alameda County Grand Jury Report recommendations.

Council member

Kris Worthington

Referral

Referal

Date

End

Information Technology

Completed

2017-03-20

2015-10-20

08:00:00

00:00:00

2016-10-18  26  Revisions to the Public Art in Private Development Program

Request the City Manager draft a resolution to revise the Public Art in Private Development Program Guide to provide the Civic Arts Commission guidance and more flexibility in the use of the Cultural Trust Fund with the language suggested in the report.

Council member

Referral

Referal

Date

End

Office of Economic Development

Completed

2017-04-14

2016-12-13

08:00:00

00:00:00

2016-10-18  25  Amendments to BMC 23C.23.050 to Allow a Third Option to Satisfy the Private Percent for Art Requirements

Request the City Manager draft an ordinance for Council adoption to revise BMC 23C.23.050, the One-Percent for Public Art on Private Projects Ordinance, to do the following: 1. Have 5% of the 1% requirement go directly to the administration of the Public Art in Private Development program regardless of how the developer decides to satisfy the requirement;

Council member

Referral

Referal

Date

End

Office of Economic Development

Completed

2017-04-14

2017-01-24

08:00:00

00:00:00

2016-10-18  41  City Plan for Emergency Shelter During Winter Season

Refer to the following actions to the City Manager to consider in developing a plan for emergency shelter/services during the upcoming winter season. These actions will help implement Resolution No. 67,357-N.S. "Declaring a Homeless Shelter Crisis in Berkeley": 1. Allow full use of the Multi-Agency Service Center (MASC) at 1931 Center Street as a Warming Center. Direct the City Manager to study the feasibility of using the West Berkeley Senior Center as a day-time Warming Center or evening shelter. Engage in discussions with Dorothy Day House about a day-time respite center. 2. Direct staff to develop a winter shelter services program for Fall 2016-Spring 2017 with funding to increase warming centers and emergency shelter. 3. Direct staff to work with service providers and faith-based organizations who have capacity, to add shelter beds during the year. 4. Direct that all bathrooms in City-owned buildings be available to homeless people for use at the City Manager's discretion. 5. Prioritize people on the street for Housing First funds who are in frail health, disabled, or with special needs and have a source of income. Direct the City Manager to create a list of city-owned properties that could be used for a Tiny House development for the homeless, a successful and growing model for dense urban regions.

Council member

Jesse Arreguin

Referral

Referal

Date

End

HEALTH, HSG & COMMUNITY SVC

Completed

2017-04-14

2017-06-27

08:00:00

00:00:00
<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Agenda Item Number</th>
<th>Project Name</th>
<th>Recommendations</th>
<th>Reference District</th>
<th>Sponsor</th>
<th>Reference Commission</th>
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<th>Lead City Department</th>
<th>State</th>
<th>Planned end date</th>
<th>Actual end date</th>
<th>Additional comments</th>
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<tbody>
<tr>
<td>2016-11-01</td>
<td>15</td>
<td>City Manager Referral: Increasing Transparency in City Public Record Act Responses</td>
<td>Approved revised recommendation to request a report from the City Manager on how the City is using the permitted exemptions in compliance with the Public Records Act.</td>
<td>Council member</td>
<td>Kriss Worthington</td>
<td>2017-04-28 17:00:00</td>
<td>City Attorney Completed 2017-05-01 12:13</td>
<td>08:00:00</td>
<td>00:00:00</td>
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<td></td>
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<tr>
<td>2016-12-13</td>
<td>29</td>
<td>Ordinance for Standards for Testing and Certification of DAS Antennas</td>
<td>Request that the City Manager draft ordinance language to amend Section 16.10.100 of the Berkeley Municipal Code to include Standards for Testing and Certification of DAS Antennas and return to the City Council within 60 days.</td>
<td>Council member</td>
<td>Susan Wengraf</td>
<td>2017-06-09 17:00:00</td>
<td>City Attorney Completed 2017-06-12 03:28</td>
<td>08:00:00</td>
<td>00:00:00</td>
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<tr>
<td>2017-01-24</td>
<td>37</td>
<td>Berkeley BABIES Initiative</td>
<td>Request that the City Manager provide recommendations to mandate all businesses to provide changing stations in either women's and men's restrooms or gender-neutral restrooms.</td>
<td>Council members</td>
<td>2017-07-24 08:00:00</td>
<td>CITY MANAGER'S OFFICE Completed 2017-07-07-01</td>
<td>08:00:00</td>
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<tr>
<td>2017-01-24</td>
<td>38</td>
<td>Berkeley Mothers Initiative</td>
<td>Request that the City Manager ensure that all City buildings provide and maintain at least one private place reasonably close to an employee's workspace for breastfeeding mothers to pump.</td>
<td>Council members</td>
<td>Lori Droste</td>
<td>2017-07-21 17:00:00</td>
<td>CITY MANAGER'S OFFICE Completed 2017-07-01-01</td>
<td>08:00:00</td>
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<td>2017-01-31</td>
<td>10</td>
<td>Medical Cannabis Ordinance Revisions and Cultivation Application Process</td>
<td>Request that the City Manager provide Council with analysis of the questions presented by Councilmember Sophie Hahn.</td>
<td>Council member</td>
<td>2017-07-28 17:00:00</td>
<td>PLANNING &amp; DEVELOPMENT Completed 2017-11-07</td>
<td>08:00:00</td>
<td>00:00:00</td>
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<tr>
<td>2017-02-14</td>
<td>11</td>
<td>Updated Information Report on Measure M Implementation, expenditures, projected expenses and plans.</td>
<td>Request that the City Manager return to the City Council in April with an Information Report on Measure M Implementation, expenditures, projected expenses and plans.</td>
<td>Council member</td>
<td>2017-08-11 17:00:00</td>
<td>Public Works Completed 2017-08-05-02</td>
<td>08:00:00</td>
<td>00:00:00</td>
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<tr>
<td>2017-03-28</td>
<td>22</td>
<td>Security Camera Database</td>
<td>Request that the City Manager return to Council with an update on the referral to create a voluntary database of security cameras in Berkeley. With an increase in crime, residents are anxious to help the Berkeley Police Department solve cases and arrest the perpetrators—amended to include direction that guidelines protect privacy and prevent misuse of camera footage.</td>
<td>Council member</td>
<td>2017-09-25 08:00:00</td>
<td>Police Completed 2017-09-25 08:15</td>
<td>08:00:00</td>
<td>00:00:00</td>
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<tr>
<td>2017-03-28</td>
<td>33</td>
<td>Referral Response: Cigarette Butt Pollution Prevention</td>
<td>REFER to the City Manager to enact a pilot program in downtown Berkeley with the goal of greatly reducing cigarette butt litter that accumulates on sidewalks and curbsides, in a central location. This pilot program would: a) Place a total of four receptacles for cigarette butt disposal in front of three adult schools and a bus stop where smoking behavior continues despite its prohibition. The receptacles are to be placed in front of 1: Berkeley City College, 2050 Center Street; 2: Language Studies International on 205 Center Street; 3: Kaplan International, Berkeley, 150 Berkeley Square; and iv: a selected major bus stop in the vicinity of an entrance to the downtown Berkeley BART station; b) Exhibit graphics on the receptacles to remind and inform the public that tobacco litter is hazardous to the health of the Bay; and c) Enter into a partnering agreement with the Downtown Berkeley Association (DBA) for upkeep of the receptacles for the duration of the one-year pilot program, including sending collected butts to the company for recycling; and d) TerraCycle* will track the weight of butts received, and share the data with the City of Berkeley and CEAC commissioners to help track and assess the success of the pilot program; and e) Identify funding sources to expand the pilot program if successful at the end of the one year trial.</td>
<td>Community Environmental Advisory Commission</td>
<td>2017-09-22 17:00:00</td>
<td>Office of Economic Development Completed 2017-09-25 05:30</td>
<td>08:00:00</td>
<td>00:00:00</td>
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<td>2017-07-25</td>
<td>40</td>
<td>Expediting Elements of Previous Council Referral to Study Possible Scenarios of the Loss of Federal Funds</td>
<td>Direct the City Manager to expedite the compilation and delivery of a list of federal funds that the City of Berkeley receives and the programs and facilities supported by such funds.</td>
<td>Council member</td>
<td>Sophie Hahn, Jesse Arreguin, Cheryl Davila, Kate Harrison</td>
<td>2018-01-19 17:00:00</td>
<td>HEALTH, HSG &amp; COMMUNITY SVC Completed 2017-10-23 12:22:40</td>
<td>00:00:00</td>
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2019-02-05
17:14:03 - Melissa McDonough
(Additional comments) NHCS is updating with the latest single audit findings.
<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Agenda Item Number</th>
<th>Project Name</th>
<th>Recommendations</th>
<th>Referral District</th>
<th>Original End Date</th>
<th>Lead City Department</th>
<th>State</th>
<th>Planned End Date</th>
<th>Actual End Date</th>
<th>Additional Comments</th>
</tr>
</thead>
</table>
| 2017-05-30   | 53                 | Eliminate the Required Affidavits of Residency for Commissioners | Eliminate the requirement for Commissioners to submit Affidavits of Residency when they are appointed, and annually thereafter, in pursuit of saving time and money for the City of Berkeley.  
(Additional comments) New position approved by Personnel Board. Will bring to Council for adoption by November which will complete referral. 2019-02-05 17:13:33 - Melissa McDonough  
(Additional comments) Lengthy process involving 8 Commissions and many City departments. Some Ordinance changes will be at Council 9/13/18. But more will be needed. Council Worksession scheduled for 10/3/18, then adoption of more Ordinance changes expected by end of year, which will close this referral. |
| 2017-06-27   | 32                 | Housing Inspection and Community Services Manager | Request the City Manager to create and fill the position of Housing Inspection and Community Services Manager. | Council member | 2017-12-22 | PLANNING & DEVELOPMENT | Completed | 2017-12-25 | 2018-09-13 | 2019-02-05 17:13:33 - Melissa McDonough  
(Additional comments) Lengthy process involving 8 Commissions and many City departments. Some Ordinance changes will be at Council 9/13/18. But more will be needed. Council Worksession scheduled for 10/3/18, then adoption of more Ordinance changes expected by end of year, which will close this referral. |
| 2017-07-25   | 51                 | Commercial Cannabis Regulations and Licensing | Refer to the City Manager and Cannabis Commission the proposed local ordinances to establish a licensing process for Commercial Cannabis operations, as permitted under Proposition 64, Adult Use of Marijuana Act. The Council requests that the City Manager and Cannabis Commission report to the City Council on its recommendations on regulations and licensing for commercial cannabis businesses before the end of 2017. | Council member | 2018-01-19 | PLANNING & DEVELOPMENT | Completed | 2018-01-22 | 2018-09-13 | 2018-09-13  
(Additional comments) Lengthy process involving 8 Commissions and many City departments. Some Ordinance changes will be at Council 9/13/18. But more will be needed. Council Worksession scheduled for 10/3/18, then adoption of more Ordinance changes expected by end of year, which will close this referral. |
| 2017-09-12   | 33                 | Voter Registration Forms in All City Buildings on Their Main Floors | Direct the City Manager to provide voter registration forms on the main floor of all designated city buildings that are open to the public and in all Community based organizations within the city limits. Community based organizations that are funded by the City of Berkeley will be required to pick up the voter registration forms from the City Clerk's Office and that should be clearly stated in their respective contracts. | Council member | 2018-03-09 | City Clerk | Completed | 2018-03-12 | 2017-11-08 | 2017-11-08  
(Additional comments) Lengthy process involving 8 Commissions and many City departments. Some Ordinance changes will be at Council 9/13/18. But more will be needed. Council Worksession scheduled for 10/3/18, then adoption of more Ordinance changes expected by end of year, which will close this referral. |
<table>
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<th>Referral District</th>
<th>Sponsor</th>
<th>Referral Commission</th>
<th>Original end date</th>
<th>Lead City Department</th>
<th>State</th>
<th>Planned end date</th>
<th>Actual end date</th>
<th>Addtional comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>2017-10-03</td>
<td>24</td>
<td>Parallel Permitting Process</td>
<td>Request that the City Manager in coordination with the Director of Planning and the Chief Building Official work to establish a voluntary parallel permitting process for applications to construct housing in the City of Berkeley.</td>
<td>Council member</td>
<td>Susan Wengraf, Linda Malo, Lori Drast, Jesse Arreguin</td>
<td>2018-03-30 17:00:00</td>
<td>PLANNING &amp; DEVELOPMENT</td>
<td>Completed</td>
<td>2018-04-02 08:00:00</td>
<td>2017-11-01 00:00:00</td>
<td>This voluntary parallel permitting option already exists. Following October 2017 referral we advised Building staff to be sure to make option known to interested applicants.</td>
<td></td>
</tr>
<tr>
<td>2017-10-03</td>
<td>21</td>
<td>Referral to the City Manager to Provide a Public Master List of the Legislation on which the City Council Has Taken a Position</td>
<td>Request that the City Manager work with the City’s lobbyist to create and maintain a master list of the legislation on which the City Council has taken a formal position of support or opposition through passage of an item.</td>
<td>Council member</td>
<td>Kate Harrison, Sophie Hahn, Cheryl Davila</td>
<td>2018-03-30 17:00:00</td>
<td>City Clerk</td>
<td>Completed</td>
<td>2018-04-02 08:00:00</td>
<td>2018-01-23 00:00:00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2018-01-23</td>
<td>27</td>
<td>Open the West Campus Pool All Year Round and Start the Shower Program at the West Campus Pool</td>
<td>Short Term Referral to City Manager to assess the feasibility to keep the West Campus Pool open all year round and to start COB Shower Program at the West Campus Pool. Keeping the West Campus Pool open all year round will provide equitable swimming options in both North Berkeley and in South/West Berkeley and provide another location available for our community to shower.</td>
<td>Council member</td>
<td></td>
<td>2018-07-20 17:00:00</td>
<td>Parks, Recreation &amp; Waterfront</td>
<td>Completed</td>
<td>2018-04-23 00:00:00</td>
<td>2018-10-16 10:14:13</td>
<td>B) In mid-September 2018, Council will receive an Off Agenda Memo that identifies the cost to establish a shower program at West Campus Pool.</td>
<td></td>
</tr>
<tr>
<td>2017-10-31</td>
<td>30</td>
<td>Short Term Referral to the City Manager, a Process for Relocation of a Permitted Cannabis Dispensary</td>
<td>Refer to the City Manager to approve a process for the relocation of Apothecarium, a cannabis dispensary with valid permits.</td>
<td>Council member</td>
<td></td>
<td>2018-04-27 17:00:00</td>
<td>PLANNING &amp; DEVELOPMENT</td>
<td>Completed</td>
<td>2018-04-30 08:00:00</td>
<td>2018-01-23 00:00:00</td>
<td></td>
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</tr>
</tbody>
</table>
**2017-12-05**

**18 City Manager Referral:**

**Prioritizing New Business Before Old Business at City Council Meetings**

Referral to the City Manager to submit a filing to the CPUC recommending adjusting electric Rule 20 to better serve the City of Berkeley and other communities with very high fire hazard severity zones.

**Sponsor:** Council member

**Lead City Department:** City Clerk

**Original end date:** 2018-06-01

**Completed end date:** 2018-06-04

**State:** 01-30

**Planned end date:** 08:00:00

**Actual end date:** 00:00:00

**Additional comments:**

A referral to the City Manager to submit a filing with the California Public Utilities Commission (CPUC) concerning the CPUC's current review of Electric Rule 20. The CPUC is considering, among other things, how the existing program is administered by the various utility companies operating in California and the definition of what projects are to be included in the public interest.

**2018-02-13**

**17 Referral to the City Manager:**

**Requesting the CPUC to consider the revision of Rule 20 and to include other communities with very high fire hazard severity zones.**

Refer to the City Manager to add a non-binary gender option on the General Application for appointment to Berkeley boards and commissions.

**Sponsor:** Council member

**Lead City Department:** City Clerk

**Original end date:** 2018-08-10

**Completed end date:** 2018-08-10

**State:** 10

**Planned end date:** 17:00:00

**Actual end date:** 17:00:00

**Additional comments:**

**2018-02-27**

**22 Referral to the Arts Commission and the City Manager:**

**Wildland Urban Interface Fire Safety and Fire Safety Education**

Commission Referral #5 revised to read: 5. Refer to the Planning Commission to consider Accessory Dwelling Units (ADUs) in the Very High Hazard Fire Zone to review public safety issues especially relevant to the risk of WUI fires. Amend Section 23D.10 to incorporate greater public safety considerations to be met before issuing an Administrative Use Permit (AUP).

**Sponsor:** City Council and Mayor

**Lead City Department:** FIRE & EMERGENCY SERVICES

**Original end date:** 2018-08-24

**Completed end date:** 2018-08-24

**State:** 17:00:00

**Planned end date:** 17:00:00

**Actual end date:** 17:00:00

**Additional comments:**

**2018-03-13**

**17 Referral to the City Manager:**

**Prioritizing the Arts Commission and the City Manager:**

**Wildland Urban Interface Fire Safety and Fire Safety Education**

Refer to the City Manager a request to develop a cost estimate and an installation plan for installing sculpture lighting into adjacent streetlights for the William Byron Rumford statue on Sacramento and Julia St. Refer the cost estimate and plan to the Arts Commission.

**Sponsor:** Council member

**Lead City Department:** Public Works

**Original end date:** 2018-03-07

**Completed end date:** 2018-03-07

**State:** 17:00:00

**Planned end date:** 17:00:00

**Actual end date:** 17:00:00

**Additional comments:**

3. The Berkeley Way Affordable Housing Project is one of the Council’s top affordable housing priority. Premier Cru, as a property, to be developed for affordable housing falls under the "High Priority" on the list of housing initiatives passed by Council on November 28, 2017. In light of the above, refer to the City Manager to take the following actions to move Premier Cru forward as a high priority initiative: a. Based on recommendations from Health, Housing and Community Services and other departments, the Housing Advisory Commission, and an association with local affordable housing providers, and taking into consideration requirements and restrictions associated with potential funding sources, create a recommendation or recommendations to Council regarding levels of affordability, unit sizes, on-site services and other features to be included in the proposed project or projects. b. Based on the above analyses and recommendations, and on Council direction, develop and issue an RFP or RFP for affordable housing developers for proposals to develop affordable housing at the site.

**2018-01-30**

**14 Referral to the City Manager:**

**Prioritizing the Arts Commission and the City Manager:**

**Wildland Urban Interface Fire Safety and Fire Safety Education**

Refer to the City Manager a request to develop a cost estimate and an installation plan for installing sculpture lighting into adjacent streetlights for the William Byron Rumford statue on Sacramento and Julia St. Refer the cost estimate and plan to the Arts Commission.

**Sponsor:** Council member

**Lead City Department:** PLANNING & DEVELOPMENT

**Original end date:** 2018-03-07

**Completed end date:** 2018-03-10

**State:** 10

**Planned end date:** 08:00:00

**Actual end date:** 00:00:00

**Additional comments:**

**3 The Berkeley Way Affordable Housing Project is the City’s top affordable housing priority. Premier Cru, as a property, to be developed for affordable housing falls under the “High Priority” on the list of housing initiatives passed by Council on November 28, 2017. In light of the above, refer to the City Manager to take the following actions to move Premier Cru forward as a High Priority initiative: a. Based on recommendations from Health, Housing and Community Services and other departments, the Housing Advisory Commission, and an association with local affordable housing providers, and taking into consideration requirements and restrictions associated with potential funding sources, create a recommendation or recommendations to Council regarding levels of affordability, unit sizes, on-site services and other features to be included in the proposed project or projects. b. Based on the above analyses and recommendations, and on Council direction, develop and issue an RFP or RFP for affordable housing developers for proposals to develop affordable housing at the site.**
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<tr>
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<th>Recommendations</th>
<th>Sponsor</th>
<th>Projected End Date</th>
<th>Completed End Date</th>
<th>Status</th>
<th>Referral District</th>
<th>Additional Comments</th>
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</thead>
<tbody>
<tr>
<td>41</td>
<td>Companion Report: Public Works Commission Recommendation for the Five-Year Paving Plan</td>
<td>Adopt a Resolution updating the City’s Five-Year Street Rehabilitation Plan for FY 2018 to FY 2022. The City Council may consider the information put forth by the Public Works Commission relevant to adoption of the recommended plan.</td>
<td>Council member Transportation Commission</td>
<td>2018-09-21 17:00:00</td>
<td>2018-09-24 08:00:00</td>
<td>Completed</td>
<td>21</td>
<td>24</td>
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| 24                | Ordinance Amending the Berkeley Municipal Code to Establish Ability to Pay Provisions Regarding Parking Fines and Fees in Accordance with Guidelines Established in Assembly Bill 603 Authorizing City Manager Approval for Community Development Block Grant (CDBG) Community Facility Improvement Contracts Under $200,000; Amending BMC Chapter 7.18 | to refer the item as written in Supplemental Reports Packet #2 to the City Manager to conduct an analysis of the item, including a review of current indigency procedures and coordination with similar efforts in the City of Oakland, and report back to the Council in 90 days. | 2018-10-28 17:00:00 | 2018-09-28 17:00:00 | 2018-09-28 00:00:00 | 28 | Finance Completed | Council member Construction

2018-05-15 | Transgender Health Access Training at City of Berkeley Clinics | Adopt a Resolution providing $2,400 from the General Fund to support a half-day Transgender Health Access Training for City of Berkeley Public Health staff in June 2018. | Heath, HSG & Community SVC | 2018-11-09 17:00:00 | 2018-11-09 17:00:00 | Completed | 09 | SVC | 2018-11-09 00:00:00 |

24                | Budget Referral: Increasing Safety at San Pablo Park Request the City Manager perform traffic assessments to gather data and refer any needed improvements to the FY 2020 – FY 2021 budget process. | Councilmembers Cheryl Davila 1. Direct the City Manager to expedite implementation of two publicly available, secure storage facilities to accommodate as many individuals as possible, based on the parameters set in staff’s March 2, 2018 RFI Downtown Homeless Storage Pilot - Staffing and Operations and on additional parameters outlined in Program Details, below. 2. Direct the City Manager to publicize the locations, hours, and rules applicable to new storage facilities through normal outreach channels (website, press release, etc.) and through direct outreach to homeless individuals by the City, community organizations (CBOs) and other partners such as the Downtown Berkeley Association and Telegraph Avenue BID. 3. Refer $100,000 to the budget process; an added $25,000 for the downtown storage location and $75,000 for storage in West Berkeley. | 2018-11-13 17:00:00 | 2018-11-13 17:00:00 | 2018-11-13 00:00:00 | 24 | Public Works Completed | Councilmembers

2018-05-29 | Implementation of Secure Storage Program | Council member | 2018-11-23 17:00:00 | 2018-11-23 17:00:00 | 2018-11-23 00:00:00 | 26 | SVC | 2018-11-23 00:00:00 |
<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Agenda Item Number</th>
<th>Project Name</th>
<th>Recommendations</th>
<th>Reference District</th>
<th>Sponsor</th>
<th>Reference Commission</th>
<th>Original End Date</th>
<th>Lead City Department</th>
<th>State</th>
<th>Planned End Date</th>
<th>Actual End Date</th>
<th>Additional Comments</th>
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</thead>
<tbody>
<tr>
<td>2018-09-13</td>
<td>31</td>
<td>Short-Term Referral to City Manager re: Emergency Standby Officers Qualifications</td>
<td>Referral to the City Manager to consider the following suggestions for requirements and qualifications for Emergency Standby Officers and return to Council within 90 days with recommendations. Possible requirements may include: - trainings in roles and responsibilities to serve as a standby officer possibly including ethics and workplace harassment. - City government experience. - Council District residency. - require standby officers to meet the same qualifications, including restrictions on conflict of interest, as required in the City Charter for City Councilmembers. - In addition, consider requiring Council members to nominate three people in a single action.</td>
<td>Council member</td>
<td>Susan Wengraf, Jesse Arreguin, Sophie Hahn</td>
<td>2018-12-11 17:00</td>
<td>2018-12-11 17:00</td>
<td>2019-05-02 12:02.38</td>
<td>2019-02-05 15:21:26 - Melissa McDonough (Additional comments) Ongoing discussion with City Attorney regarding potential criteria</td>
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<td>2018-07-10</td>
<td>17</td>
<td>Proposed Portland Loo Installations in Telegraph Commercial District</td>
<td>Make a referral to the City Manager to consolidate all City Commission Workplans in one place for easy (electronic) access for staff, the public, and elected officials.</td>
<td>Council member</td>
<td>2018-03-07 08:00</td>
<td>2018-03-07 08:00</td>
<td>2018-09-13 00:00:00</td>
<td>2019-02-27 00:00:00</td>
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<td>2018-10-30</td>
<td>20</td>
<td>Berkeley Bicycle Plan 2018</td>
<td>Adopt a Resolution approving the Berkeley Bicycle Plan 2017, and directing the City Manager to pursue implementation of the Plan as funding and staffing permit.</td>
<td>Council member</td>
<td>2018-03-15 17:00</td>
<td>2018-03-15 17:00</td>
<td>2019-02-15 17:00</td>
<td>2019-04-24 15:35:06 - Melissa McDonough (Additional comments) Training class conducted March 30</td>
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<td>2018-11-13</td>
<td>24</td>
<td>Budget Referral: Increasing Safety at San Pablo Park</td>
<td>4. Develop, implement and coordinate drills for active shooter and other emergency protocol at San Pablo Park: Create protocol with input from community partners, then hire licensed day care providers, coaches, trainers and program staff who operate out of the park, and conduct drills with City staff operating the Center and providers in order to prepare for emergencies and how to use the Center as a shelter during or following them.</td>
<td>Council members</td>
<td>Cheryl Davila</td>
<td>2018-03-01 17:00</td>
<td>2018-03-01 17:00</td>
<td>2019-03-30 15:34:27</td>
<td>2019-02-15 17:00</td>
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<td>2017-12-05</td>
<td>17</td>
<td>City Manager Referral: Consider CPUC Interconnection Applications</td>
<td>Refer to the City Manager consideration of applying for CPUC interconnection applications.</td>
<td>Council member</td>
<td>2018-03-04 16:00</td>
<td>2018-03-04 16:00</td>
<td>2018-03-04 00:00:00</td>
<td>2018-02-27 00:00:00</td>
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<td>2018-09-13</td>
<td>18</td>
<td>Safe Storage of firearms - Revised materials (Supp 2)</td>
<td>Amended to be a referral to the City Manager regarding enforcement of measures to mitigate damage to the general welfare of the City and neighborhood resulting from the damage and subsequently-required removal of trees at 1698 University Avenue.</td>
<td>Council member</td>
<td>Kate Harrison</td>
<td>2018-03-11 17:00</td>
<td>2018-03-11 17:00</td>
<td>2018-10-01 15:56:16</td>
<td>2019-02-15 17:00</td>
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<td>2018-09-25</td>
<td>22</td>
<td>Lobbyists Registration and Regulation Ordinance, Amendments to Existing Revolving Door Ordinance</td>
<td>Refer to the City Manager to review draft Safe Storage of Firearms ordinance, identify and resolve issues, and return to Council within 90 days.</td>
<td>Council member</td>
<td>Susan Wengraf, Sophie Hahn</td>
<td>2018-03-22 17:00</td>
<td>2018-03-22 17:00</td>
<td>2018-12-24 16:21:16</td>
<td>2019-02-15 17:00</td>
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<td>2018-10-02</td>
<td>29</td>
<td>MAYOR AND COUNCIL</td>
<td>Request an analysis from the City Manager before the November budget discussion on the administrative impacts and cost to implement the lobbyist ordinance.</td>
<td>Council member</td>
<td>2018-03-30 16:00</td>
<td>2018-03-30 16:00</td>
<td>2019-01-22 12:32:26</td>
<td>2019-02-15 17:00</td>
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<td>2018-10-30</td>
<td>35</td>
<td>City Manager referral: Initiate a franchise agreement with FlixBus</td>
<td>That the Council refer to the City Manager initiation of a franchise agreement with FlixBus, requiring a permit issued by the Director of Public Works, establishing a fee for the issuance of the permit, establishing administrative penalties for failure to obtain a permit or violation of permit requirements, and providing a procedure for the assessment and collection of administrative penalties for permit violations.</td>
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<td>2018-10-16</td>
<td>25</td>
<td>Welcome to Berkeley Signage</td>
<td>Refer to the City Manager on a short term basis to replace all the Welcome to Berkeley signs with the Option B design per the Transportation Commission recommendation, including “Ohlone Territory” but not a second motto. Also, leave space on the sign to add a policy message and consult with Ohlone leaders on the use of the word “territory.”</td>
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<td>2019-02-19</td>
<td>21</td>
<td>Short-Term Referral: Develop Ordinance permitting Cannabis Events and designate Cesar Chavez Park as an Approved Venue</td>
<td>Short-Term Referral to the City Manager to develop ordinance amendments permitting up to three cannabis events per year in the first year in the City of Berkeley and designating Cesar Chavez Park as the sole approved location for cannabis events, provided such events are organized and licensed as required by the State of California. The ordinance shall: 1. reference Resolution No. 68,326-N.S., declaring that Berkeley is a sanctuary for adult use cannabis. 2. specify procedures for such events that replicate similar alcohol related event protocols. The City Council will revisit the provisions of the ordinance following the first year of implementation.</td>
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<th>Referral District</th>
<th>Sponsor</th>
<th>Referral Commission</th>
<th>Original end date</th>
<th>Lead City Department</th>
<th>State</th>
<th>Planned end date</th>
<th>Actual end date</th>
<th>Additional comments</th>
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<td></td>
<td>Councilmembers</td>
<td>Kriis Worthington</td>
<td>2018-10-30 17:00:00</td>
<td>Public Works</td>
<td>Completed</td>
<td>2019-05-30 11:39:27</td>
<td>2019-05-23 00:00:00</td>
<td>2019-04-23 11:49:56 - Mark Numainville (Additional comments) Resolution of Intent adopted on 3/26/19; Public Hearing set for 4/30/19</td>
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<td>Councilmembers</td>
<td>Cheryl Davila</td>
<td>2018-10-16 17:00:00</td>
<td>Public Works</td>
<td>Completed</td>
<td>2019-05-03 12:00:00</td>
<td>2019-05-02 00:00:00</td>
<td>2019-04-15 09:44:51 - James Bondi (Additional comments) Scheduled for Council 4/30/19.</td>
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<td></td>
<td>Councilmembers</td>
<td>Kate Harrison, Rigel Robinson, Sophie Hahn</td>
<td>2019-05-21 17:00:00</td>
<td>PLANNING &amp; DEVELOPMENT</td>
<td>Completed</td>
<td>2019-05-21 17:00:00</td>
<td>2019-06-11 09:40:07</td>
<td>2019-04-12 16:04:35 - Melissa McDonough (Additional comments) May be done at Council 4/30/19, pending recommendation from Planning Commission (special Public Hearing 4/3/19).</td>
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<tr>
<td></td>
<td>Councilmembers</td>
<td>Jesse Arreguin</td>
<td>2019-05-21 17:00:00</td>
<td>PLANNING &amp; DEVELOPMENT</td>
<td>Completed</td>
<td>2019-05-22 00:00:00</td>
<td>2019-04-15 09:54:26 - James Bondi (Additional comments) Council considered and opted not to accept policy, 4/2/19.</td>
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<td>Councilmembers</td>
<td>Melissa McDonough</td>
<td>2019-05-21 17:00:00</td>
<td>PLANNING &amp; DEVELOPMENT</td>
<td>Completed</td>
<td>2019-05-22 00:00:00</td>
<td>2019-04-12 16:02:31 - Melissa McDonough (Additional comments) Pending Council adoption of Cannabis Ordinance revisions scheduled for April 2 (second reading April 23).</td>
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<tr>
<td>Meeting Date</td>
<td>Agenda Item Number</td>
<td>Project Name</td>
<td>Referral District</td>
<td>Referral to</td>
<td>Sponsor</td>
<td>Referral Commission</td>
<td>Original end date</td>
<td>Lead City Department</td>
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<tr>
<td>2013-03-26</td>
<td>23</td>
<td>Referral to City Manager to Scope Process and Estimate Cost of New General Plan</td>
<td>Councilmembers</td>
<td>Jesse Arreguin, Cheryl Davila</td>
<td>2013-06-21</td>
<td>PLANNING &amp; DEVELOPMENT</td>
<td>Completed 2013-06-12</td>
<td>17:00:00</td>
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<td>2017-10-31</td>
<td>17</td>
<td>Expanded Criteria for the Installation of Stop Signs</td>
<td>Council member</td>
<td>Kate Harrison, Ben Bartlett, Lori Droste</td>
<td>2018-01-29</td>
<td>Public Works</td>
<td>Past Due</td>
<td>17:00:00</td>
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<td>2017-07-25</td>
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<td>Public Toilet Policy</td>
<td>Council member</td>
<td>2018-06-29</td>
<td>CITY MANAGER'S OFFICE</td>
<td>Past Due</td>
<td>17:00:00</td>
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<tr>
<td>2018-04-24</td>
<td>17</td>
<td>The Housing Advisory Commission respectfully requests that the Council direct the City Manager to assist the HAC in its review of the Smoke-Free Residential Housing Ordinance, a regulation of tobacco use, as follows: 1. By responding to the HAC’s questions enumerated in the report with any readily available responsive information. 2. By facilitating the conduct of a “Berkeley Considers” questionnaire about the Smoke-Free Residential Housing Ordinance, questions for which are proposed in the report.</td>
<td>Commission</td>
<td>2018-10-19</td>
<td>HEALTH, HSG &amp; COMMUNITY</td>
<td>Past Due</td>
<td>17:00:00</td>
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1. Refer to the Transportation Commission consideration of additional or supplemental stop sign criteria which addresses the needs of vulnerable populations, the presence of bicycle boulevards, and the difficulty of crossing particular intersections. 2. Direct that staff consult with the Bicycle Subcommittee of the Transportation Commission when making decisions impacting bicycle boulevards, whenever possible. 3. Request that the City Manager provide an informational report on the particular state and federal warrants and local policies that prevent stop signs being used as traffic calming measures.
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<th>Meeting Date</th>
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<th>Project Name</th>
<th>Recommendations</th>
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<tbody>
<tr>
<td>2017-07-25</td>
<td>37</td>
<td>26</td>
<td>Reviewing the GIG Car Share Pilot Program</td>
<td>Refer to the City Manager and Transportation Department a review of the concerns, emerging regarding some features of the recently implemented GIG Car Share pilot program, request adjustments before the two-year pilot program from staff.</td>
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<td>Council member</td>
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<td></td>
<td></td>
<td>Linda Maio, Susan Wengraf</td>
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<td>2019-05-28 Public Works Past Due 28 17:00:00 17:00:00</td>
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<th>Item Name</th>
<th>Project Name</th>
<th>Recommendations</th>
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<tr>
<td>2017-10-03</td>
<td>7</td>
<td>28</td>
<td>Request for Information Regarding Grant Writing Services from Specialized Grant Writing Firms</td>
<td>Refer to the City Manager to issue a request for information to explore grant writing services from specialized municipal grant-writing firms, and report back to Council.</td>
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<td>Council member</td>
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<td></td>
<td></td>
<td>Sophie Hahn, Kate Harrison, Cheryl Davila, Ben Bartlett</td>
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<td>2018-01-01 Finance Pending Not On Schedule 01 17:00:00 17:00:00</td>
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<tr>
<td>2017-12-19</td>
<td>22</td>
<td>23</td>
<td>Develop Ordinance Prohibiting Companies Participating in the Construction of a Border Wall from Contracting with the City of Berkeley</td>
<td>Direct the City Manager to develop an ordinance prohibiting companies involved in the construction of a border wall from contracting with the City of Berkeley. Return to Council with the proposed ordinance within 90 days.</td>
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<td>Council member</td>
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<td></td>
<td>Ben Bartlett, Sophie Hahn, Cheryl Davila</td>
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<td>2018-07-20 Finance Pending Not On Schedule 20 17:00:00 17:00:00</td>
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<tr>
<td>2018-04-03</td>
<td>18</td>
<td>24</td>
<td>Supplemental Paid Family Leave</td>
<td>2) refer to the City Manager to draft an ordinance regarding retaliation against employees using state family leave, including a private right of action provision.</td>
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<td>Commission</td>
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<td>2018-09-28 City Attorney Pending Not On Schedule 28 17:00:00 17:00:00</td>
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2018-07-31 10
Direction to the City Manager Regarding the Community Service In Lieu of Parking Penalties Program
Direct the City Manager to amend the eligibility requirements of the Community Service In Lieu of Parking Penalties Program in order to allow all indigent individuals to be eligible to participate in the program regardless of the registration status of a potential participant's vehicle.

Council member
Ben Bartlett, Cheryl Davila, Kate Harrison, Sophie Hahn
2018-10-29 Public Works
Lead City Department
Pending Not On Schedule
Actual end date
17:00:00 17:00:00

2018-11-13 18
Short-Term Referral to City Manager to Establish Lava Mae Services in Berkeley
Short-term referral to the City Manager to coordinate with Fire, Planning and Public Works Department Heads to provide permits, identify locations and allow access to water and disposal hook-up necessary to bring Lava Mae shower services to Berkeley’s homeless populations within 90 days for a 6-8 week pilot. This includes:
- Determining locations to set up portable shower; and
- Identifying water source for hook up designated to dispense water for showers, either fire hydrants (preferred) or garden hose spigots; and
- Parking permits for shower trailer; and
- Identifying sewage manholes designated to pump out/dump gray and black water (H2O) into the sewer system; and
- Calendar ing a Fire Department inspection to inspect the propane to heat up the H2O on the first day of operation or through a dry run.
Starting January 2019, Lava Mae is prepared to bring shower service two days a week to two consistent locations (one day per a location) at no charge to the City of Berkeley or the users of the services. The proposal is to start with an 8-week pilot in two locations to test sites.

Council members
Cheryl Davila, Sophie Hahn
2018-11-13 CITY MANAGER’S OFFICE
Pending Not On Schedule
Actual end date
17:00:00 17:00:00

2018-12-11 23
Short-term referral to City Attorney and Health Housing and Community Service to amend Berkeley Municipal Code 7.441- N.S. to expand the control of flavored tobacco across the City of Berkeley toward preventing youth and young adult tobacco use
Short-term referral to City Manager to amend Berkeley Municipal Code 7.441-N.S. according to the changes made in the attached amended ordinance to prohibit the sale of flavored tobacco products and require a minimum package size for cigars and little cigars across the City of Berkeley. The primary purpose of the amendment to the ordinance is to do more to prevent youth and young adult tobacco use.

Council members
Cheryl Davila
2018-12-11 City Attorney
Pending Not On Schedule
Actual end date
17:00:00 17:00:00

Additional comments
2019-02-05 15:38:44 - Melissa McDonough
(Additional comments) Because this is a multidepartmental task assigned to Public Works, involving Finance and City Attorney, and administered by the City of Oakland, the completion date is unclear.
2017-03-14

24

Refer to Consider Caregiver Parking in Residential Shared Parking Pilot

Refer to the City Manager and Transportation Commission to consider a pilot program for caregiver parking permits in RPP zones in the goBerkeley Residential Shared Parking Pilot.

Council member

2017-06-12
17:00:00
Public Works
Pending
On Schedule
2017-06-12
17:00:00

2018-07-10

20

Refer to City Manager to look into adopting an ordinance requiring a permit process for scooter sharing companies to operate on public streets

Refer to the City manager to look into adopting an ordinance establishing a pilot Powered Scooter Share Permit Program for 24 months, requiring a permit issued by the Director of Public Works, establishing a fee for the issuance of the permit, establishing administrative penalties for failure to obtain a permit or violation of permit requirements, providing a procedure for the assessment and collection of administrative penalties for permit violations or parking or leaving standing an unpermitted powered scooter subject to the pilot Powered Scooter Share Permit Program on a sidewalk, street, or other public right-of-way.

Council member

Kris Worthington, Sophie Hahn
Transportation Commission
2018-11-27
17:00:00
Public Works
Pending
On Schedule
2018-11-27
17:00:00

Additional comments

2019-04-12
14:22:21 - Melissa McDonough
(Additional comments)
Ongoing, part of three-year pilot project (Spring 2018). Staff will work with consultants to collect data to determine the various needs and constraints of all residential parking users, including those with childcare needs; subsequent policy proposals will balance these needs. Contract for outreach consultant has been executed and work is starting in 2019.

2019-02-05
15:22:21 - Melissa McDonough
(Additional comments)
Council adopted tentative terms for franchise agreements on December 4, 2018 based on input from the Transportation Commission and multiple other commissions and agencies. Transportation staff has solicited proposals from various scooter sharing companies and will return to Council with recommendations for up to 3 service providers and adoption of franchise agreements for each.
Discuss and refer the following services and ordinances to the City Manager for implementation, and adopt first reading of three Ordinances: 1. Adding Section 13.36.085 to the Berkeley Municipal Code prohibiting urination and defecation in public places. 2. Amending Sections 14.48.020 and 14.48.170 of the Berkeley Municipal Code regulating use of sidewalks. 3. Adding Section 13.36.040 to the Berkeley Municipal Code prohibiting obstruction of City-owned planters and trees. Additional Services: 1. Create a secure storage facility for personal belongings; bins must be of adequate size, of reasonable number (estimate of 50 - 100 at the outset) and ensure reasonable access, with posted hours. 2. Provide additional bathrooms in the Downtown and Telegraph areas. 3. Provide mobile showers and bathrooms for public use.
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<td>2019-03-26</td>
<td>15</td>
<td>Dynamex Decision Impact and Compliance on Minimum Wage Ordinance and Paid Sick Leave Ordinance</td>
<td>That the City Council refers to the City Manager and the Labor Commission to ensure the Berkeley Minimum Wage Ordinance (MWO) and Paid Sick Leave Ordinance are interpreted and enforced in a manner consistent with the holdings in Dynamex Operations West, Inc. v. Superior Court of Los Angeles (2018) 4 Cal.5th 903. Councilmembers Ben Bartlett 2019-03-26 17:00:00 City Attorney On Schedule 17:00:00</td>
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<tr>
<td>2018-10-02</td>
<td>9</td>
<td>Amend BMC Chapters 6.24 and 14.52 to Authorize Paid Parking on Shattuck Avenue between Carleton Street and Ward Street and add the Northside (Euclid/Hearn) Metered Parking Area to the goBerkeley Program; and Authorize Paid Parking at the City-Owned Adeline/Katracz Parking Lot</td>
<td>Request staff to perform an analysis of the parking in the Northside area during the academic year to be completed within six months. Councilmember 2019-04-02 17:00:00 Public Works On Schedule 17:00:00</td>
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</tbody>
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