



Elmwood Advisory Board

## ELMWOOD ADVISORY BOARD Meeting Minutes

**Location:** Mrs. Dalloway's  
2904 College Avenue, Berkeley, CA 94705  
**Date:** Friday, September 19  
**Time:** 9am

### *Attendance*

- Commissioners present: Andrew Han, Maureen Garcia, Fred Harvey, Ann Leyhe, Claudia Moudry, Fredy Yunue Jacobo.
- Commissioners excused: Charlene Reis
- Staff present: Jordan Klein, Office of Economic Development; Phil Harrington and Kem Loong, Public Works

#### I. Welcome & Introductions

#### II. Review and Approve Minutes from August 22 and May 22 Meetings.

- Minutes from both meetings were approved on a motion by Commissioner Harvey, seconded by Commissioner Leyhe, unanimously passed.

#### III. Public Comment. None.

#### IV. Public Works Services in Elmwood

- Phil Harrington, Deputy Director of Public Works, and Kem Loong, Maintenance Supervisor, were on hand to answer questions and describe existing baseline services for Elmwood. Further communications can be directed to Kem at [kloong@cityofberkeley.info](mailto:kloong@cityofberkeley.info).
- Existing baseline services:
  - Pressure washing around trash receptacles, or in case of defecation. Roughly 2 hours / week.
  - Mechanical sweeping of the street once per week on Ashby, College from Russell to Webster.
  - Empty and repair trash receptacles.
  - Clean graffiti on public space.
  - Curb painting and signage. Commercial curb painting is typically under an 18-month cycle; Elmwood is at about a 14-month cycle.
  - Take away and store unattended property on the sidewalk or in the public realm (e.g., shopping carts).
  - Clean up after illegal dumping. Crews are out in the field every day and can

be deployed as needed. During student move-in, move-out periods there is especially high demand for these services.

- Public Works (PW) looking at new power washer units that can recycle water.
- Questions / Comments
  - Discussion of hand sweeping vs mechanical sweeping. Hand sweeping is very expensive. Green machines are past their service life.
  - Recycling schedule is insufficient; building up on Tuesdays.
    - Feedback will be relayed to Ecology Center.
  - Commissioner Moudry requested that a trash receptacle be added near Sweet Dreams. She will first facilitate a meeting with business owners in that area.
  - Commissioners expressed concern that Elmwood is not up to baseline cleanliness. There is trash in the lot, the sidewalks aren't clean, and the trash receptacles are in bad shape. Phil asked that the committee provide a list of the concern areas; PW staff will send the area supervisor to take a closer look at these concerns.
- Potential privately funded additions to these baseline services: flower baskets, pressure washing, graffiti removal, hand sweeping. Secretary Klein will investigate potential agreement with BOSS.

V. Chair's Report

- Update on Articles of Incorporation for Elmwood Business Association: Secretary of State sent back the articles unfiled because they had not been signed by all directors. Commissioners Leyhe and Garcia offered to collect signatures so that Commissioner Moudry can take the document to Sacramento on Monday.

VI. Secretary's Report

- \$26,576 currently available in the Elmwood BID City account. An additional \$5,255 is outstanding. So hopefully the account will end up with \$31K for the fiscal year.
- Waiting on incorporation and updated vendor number so that we can execute a contract and get the money paid out. Was hoping we'd have had that by now.
- Renewal is upon us. Need to review and approve an annual report and 2015 budget at our next meeting, for presentation at City Council, likely at the October 28 meeting. Hearing would follow in November.
- Spoke with Tricia at Nabolom Bakery regarding the kiosk. She said that she'd bring up the issue of the kiosk at an upcoming meeting and that they'd come up with a plan for how to activate it (or not). She asked me to connect with her again later in the fall.

VII. Announcements and Communications. None.

VIII. Adjournment. 10:01am. Next meeting: Friday, October 17, 9am @ Mrs. Dalloway's.



*"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 981-6346 (V) or 981-7075 (TDD) at least three business days before the meeting date. Please refrain from wearing scented products to this meeting."*

Communications to Berkeley boards, commissions or committees are public record and will become part of the City's electronic records, which are accessible through the City's website. **Please note: e-mail addresses, names, addresses and other contact information are not required, but if included in any communication to a City**