

**CHILDREN, YOUTH, AND RECREATION COMMISSION**  
**REGULAR MEETING**  
**Monday, March 9<sup>th</sup>, 2015, 7:00 P.M.**  
**Frances Albrier Community Center, 2800 Park St., Berkeley, CA, 510-981-6640**

**AGENDA**

The Commission may discuss any item listed on the agenda, but may take action only on items identified as Action.

**Preliminary Matters**

1. **CALL TO ORDER** (Chair)
2. **ROLL CALL** (Secretary)
3. **ANNOUNCEMENTS** (Chair)
4. **APPROVAL OF THE MINUTES** from 02-23-2015\*
5. **APPROVAL OF THE AGENDA** (Chair)
6. **PUBLIC COMMENT** (Chair)
7. **DIRECTOR'S REPORT\***

**Discussion Items**

8. **YOUTH-SERVING COMMUNITY AGENCY PROPOSAL REVIEW DISCUSSION** (Chair)
9. **PROPOSED IMPROVEMENTS FOR THE NEXT COMMUNITY AGENCY FUNDING CYCLE** (Subcommittee)

**Action Items**

10. **RECOMMEND THAT THE CITY COUNCIL APPROVE THE CHILDREN, YOUTH & RECREATION COMMISSION'S PROPOSED COMMUNITY AGENCY FUNDING ALLOCATIONS\*\*** (Chair)
11. **APPROVE THE CYRC WHITE PAPER FOR INCLUSION IN THE REPORT TO COUNCIL ON COMMUNITY AGENCY FUNDING\*\*** (Chair)
12. **SUPPORT THE COMMISSION ON AGING'S RECOMMENDATION THAT THE CITY COUNCIL MEMBERS AND MAYOR HOLD ANNUAL "WORKING" MEETINGS THAT GATHER TOGETHER THEIR APPOINTED COMMISSION MEMBERS\*** (Secretary)

**Information Items**

13. **RECENT COUNCIL REPORTS**
14. **UPCOMING AGENDA ITEMS:** Proposed improvements for the next community agency funding cycle; Recreation and Marina fee schedule.
15. **COMMUNICATIONS**
16. **ADJOURNMENT**

An asterisk "\*" indicates that written material is attached.

A double asterisk "\*\*" indicates that written material will be provided at the meeting.

## CHILDREN, YOUTH, AND RECREATION COMMISSION

### MISSION STATEMENT

The Children, Youth, and Recreation Commission shall be an advisory board and shall review policies, programs, planning efforts, activities, and funding associated with recreation, youth, families, early childhood education, and other related City-sponsored activities, and shall advise the City Council on these matters.

### COMMISSION MEMBERS

<b>Mayor -</b>	Rebecca Gebhart	<b>District 3 -</b>	Shoshana O'Keefe	<b>District 6 -</b>	Michele Lawrence
<b>District 1 -</b>	Beth Gerstein	<b>District 4 -</b>	Maria Guadalupe Gallegos-Diaz	<b>District 7 -</b>	Vacant
<b>District 2 -</b>	Moira Kenney	<b>District 5 -</b>	Abby Waldstein	<b>District 8 -</b>	Nathan Dahl

**Commission Information:** The Children, Youth, and Recreation Commission packet is available for review at [www.cityofberkeley.info/commissions](http://www.cityofberkeley.info/commissions); the Berkeley Main Library and the Parks Recreation & Waterfront Department Office at 2180 Milvia Street –3<sup>rd</sup> Floor, during their normal business hours. If you have questions, call Commission Secretary, Christina Erickson at 981-6703 at 2180 Milvia Street, Berkeley, CA 94704 or by email at [cerickson@cityofberkeley.info](mailto:cerickson@cityofberkeley.info).

**ADA Disclaimer:** This meeting is being held in a wheelchair accessible location. To request disability-related accommodations to participate in the meeting, including auxiliary aids or services, please contact the Disability Services specialist at 981-6342 (V) or 981-6345 (TDD) at least three business days before the meeting date. Please refrain from wearing scented products to this meeting.

**SB343 Disclaimer:** *Any writings or documents provided to a majority of the Commission regarding any item on this agenda will be made available for public inspection at Parks Recreation & Waterfront Department Office at 2180 Milvia Street, Berkeley, CA.*

**Communications Disclaimer:** 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 board, commission or committee, will become part of the public record.** All communications to the Commission should be received at least 10 days before the meeting date. If you do not want your e-mail address or any other contact information to be made public, you may deliver communications via U.S. Postal Service or in person to the secretary of the relevant board, commission or committee. If you do not want your contact information included in the public record, please do not include that information in your communication. Please contact the secretary to the commission or committee for further information.

## 2015 Commission Meeting Dates

Name of Commission: Children, Youth, and Recreation Commission (CYRC)  
 Commission Secretary: Christina Erickson

<b>Month</b>	<b>Day, Date (2015)</b>	<b>Time</b>
January	2 <sup>nd</sup> Monday – January 12 <sup>th</sup>	7:00pm
January	4 <sup>th</sup> Monday – January 26 <sup>th</sup>	7:00pm
January	Special Meeting – January 31 <sup>st</sup>	8:30am
February	Special Meeting – February 7 <sup>th</sup>	8:30am
February	Special Meeting – February 9 <sup>th</sup>	5:00pm
February	4 <sup>th</sup> Monday – February 23 <sup>rd</sup>	7:00pm
March	2 <sup>nd</sup> Monday – March 9 <sup>th</sup>	7:00pm
March	4 <sup>th</sup> Monday – March 23 <sup>rd</sup>	7:00pm
April	4 <sup>th</sup> Monday – April 27 <sup>th</sup>	7:00pm
<i>May</i>	<i>* No Meeting *</i>	
June	4 <sup>th</sup> Monday – June 22 <sup>nd</sup>	7:00pm
<i>July</i>	<i>* No Meeting *</i>	
<i>August</i>	<i>* No Meeting *</i>	
September	4 <sup>th</sup> Monday – September 28 <sup>th</sup>	7:00pm
October	4 <sup>th</sup> Monday - October 26 <sup>th</sup>	7:00pm
<i>November</i>	<i>* No Meeting *</i>	
December	Monday, December 14 <sup>th</sup>	7:00pm

**CHILDREN, YOUTH, AND RECREATION COMMISSION  
REGULAR MEETING  
Monday, February 23<sup>rd</sup>, 2015, 6:00 P.M.  
Frances Albrier Community Center, 2800 Park St., Berkeley, CA, 510-981-6640**

**DRAFT MINUTES**

The Commission may discuss any item listed on the agenda, but may take action only on items identified as Action.

**Preliminary Matters**

1. **CALL TO ORDER** (Chair): 6:16pm
2. **ROLL CALL** (Secretary): Present: Dahl; Gallegos-Diaz; Gebhart; Gerstein; Kenney; O'Keefe; Waldstein. Absent: Lawrence. Staff: Brown; Erickson; Ferris; Moore.
3. **ANNOUNCEMENTS** (Chair)
4. **APPROVAL OF THE MINUTES** from 02-07-2015 and 02-09-2015\*: M/S/C  
(Gerstein/Gallegos-Diaz/Unanimous): Aye's: Dahl; Gallegos-Diaz; Gebhart; Gerstein; O'Keefe. No's: None. Abstain: None.
5. **APPROVAL OF THE AGENDA** (Chair)
6. **PUBLIC COMMENT** (Chair)
7. **DIRECTOR'S REPORT\***

**Discussion Items**

8. **YOUTH-SERVING COMMUNITY AGENCY PROPOSAL REVIEW DISCUSSION** (Chair)

**Action Items**

9. **RECOMMEND THAT THE CITY COUNCIL APPROVE THE CHILDREN, YOUTH & RECREATION COMMISSION'S PROPOSED COMMUNITY AGENCY FUNDING ALLOCATIONS** (Chair)  
**Action:** None taken.
10. **SCHEDULE ADDITIONAL COMMISSION MEETINGS FOR COMMUNITY AGENCY PROPOSAL REVIEW** (Chair)  
**Action:** None taken.
11. **CREATE A SUBCOMMITTEE TO PREPARE FEEDBACK FOR NEXT FUNDING CYCLE** (Chair)  
**Action:** Commission approved the creation of this Subcommittee, with members Gerstein, Kenney, and Lawrence. M/S/C (O'Keefe/Gallegos-Diaz/Unanimous): Aye's: Gallegos-Diaz; Gebhart; Gerstein; Kenney; O'Keefe; Waldstein. No's: None. Abstain: Dahl.
12. **ELECTION OF CHAIRPERSON AND VICE-CHAIRPERSON** (Chair)  
**Action:** Commission elected Commissioner Gebhart as Chairperson. M/S/C (Waldstein/O'Keefe/Unanimous): Aye's: Dahl; Gallegos-Diaz; Gebhart; Gerstein; Kenney; O'Keefe; Waldstein. No's: None. Abstain: None.  
**Action:** Commission elected Commissioner O'Keefe as Vice-Chairperson. M/S/C (Gallegos-Diaz/Waldstein/Unanimous): Aye's: Gallegos-Diaz; Gebhart; Gerstein; Kenney; O'Keefe; Waldstein. No's: None. Abstain: Dahl.

**Information Items**

**13. RECENT COUNCIL REPORTS\***

**14. UPCOMING AGENDA ITEMS:** Community Agency Proposal Review.

**15. COMMUNICATIONS:** Letter to Children, Youth & Recreation Commission from Laura Fujii  
(02-10-2015)\*.

**16. ADJOURNMENT:** 8:19pm.

An asterisk “\*” indicates that written material is attached.

A double asterisk “\*\*” indicates that written material will be provided at the meeting.

## **Director's Report**

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### **Parks Recreation and Waterfront \*FY 2015 Directors Update February 27, 2015**

**The purpose of this document is to provide residents with a current update on Capital, Design, Major Maintenance and Planning Projects, Leases and Special Events that the PRW Department is engaged in during Fiscal 2015 (July 1, 2014- June 30, 2015).**

**\*Note: This is a working document and is subject to weekly changes based on funding and staff availability.**

#### **Capital Projects- Construction**

- |   |  |
|---|--|
| ○ Willard Tennis Courts                   | 100% Complete                                    |
| ○ Echo Lake Dining Hall                   | 100% Complete                                    |
| ○ John Hinkle Clubhouse Demolition        | Construction to begin in March                   |
| ○ <a href="#">Virginia- McGee Totland</a> | Construction to begin in April                   |
| ○ Terrace View <a href="#">Phase 1</a>    | Construction to begin in May                     |
| ○ South Aquatic Park Pavement             | Out to bid/ Construction in June                 |
| ○ Ohlone Dog Park                         | In Final Design- <a href="#">To bid in March</a> |
| ○ Grove Basketball and Tennis             | In Final Design- <a href="#">To bid in March</a> |

#### **Projects- Design**

- |  |                           |
|--|---------------------------|
| ○ Design SP Electrical Meter Split                 | Design Complete           |
| ○ Design JK Electrical Meter Split                 | Design Complete           |
| ○ Design LO Electrical Meter Split                 | Design Complete           |
| ○ Fishing Pier ADA renovation-                     | Design Complete           |
| ○ MLK Game Room                                    | Design Complete           |
| ○ Ohlone Basketball                                | In <a href="#">Design</a> |
| ○ Rose Garden Trellis                              | In Design                 |
| ○ Bay Trail Segment Three                          | In Design/ Permitting     |
| ○ South Cove Access                                | In Design/ Permitting     |
| ○ Aquatic Park sidewalk in front of BORP/Waterside | In Design                 |
| ○ Willard Park Play Area and Pathways              | In Design                 |
| ○ <a href="#">San Pablo Park Restroom/Locker</a>   | <a href="#">In Design</a> |
| ○ Skate Park <a href="#">Safety Improvements</a>   | In Design                 |
| ○ Marina Float Replacement                         | In Design                 |
| ○ Aquatic Park South End Lighting Expansion        | In Design                 |
| ○ Echo Lake Cabins Replacement                     | In Design                 |
| ○ James Kenney Play and Picnic Area                | FY15                      |
| ○ John Hinkle Playstructure/ Access                | FY 15                     |
| ○ Echo Lake Leach Field                            | <a href="#">FY15-17</a>   |
| ○ Echo Lake Adding Dining Hall Deck/Cabins         | <a href="#">FY15-16</a>   |

## Major Maintenance Projects

○ Fire Restriction signs (BBQ/open fire)	Complete
○ Ohlone Play Surfacing Replacement	Complete
○ 2945/2925 Bolivar- Install electrical	Complete
○ Marina Corp Yd Drainage/Repaving	Complete
○ Marina Parking Lot L/M Slurry Seal	Complete
○ Marina Pathway (YC- FP) Slurry Seal	Complete
○ Aquatic Park: Widgeon grass/algae	Complete
○ 2925/2945 Bolivar – ADA parking	Complete
○ John Hinkel Park- Hand Rails	Complete
○ Live Oak Center Office	Complete
○ 44 Curb Cuts/ Tree Planting	Complete
○ Strawberry Park Chip Box	Complete
○ Frisbee Golf Kiosk- Aquatic park	Complete
○ Cedar Rose Play Equipment	Complete
○ Colusa Deck Replacement	Complete
○ Echo Lake Lodge Deck-	Complete
○ 90 Bolivar – Brick Fireplace removal	Complete
○ 2925-2945 Bolivar – Replace Fencing	Complete
○ 2925-2945 Bolivar- Add Gutters	Complete
○ Strawberry Creek Turf Renovation	Complete
○ King Park Turf Renovation	Complete
○ James Kenny Office	Complete
○ Rose Garden Sign Replacement	Complete
○ Rose Garden Fence Replacement	Complete
○ Frances Albrier Office Space	Complete
○ King Pool Office	Complete
○ West Campus Office	Complete
○ Strawberry Creek Park Asphalt Patch	Complete
○ Willard Park Restroom- Back Wall Replacement	Complete
○ Codornices Turf Renovation	Complete
○ Ohlone Middle Turf Renovation	Complete
○ Grove Sports Turf Renovation	Complete
○ San Pablo #1 Turf Renovation	Complete
○ San Pablo Infield Renovation	Complete
○ James Kenney Concrete Patio Patch	Complete
○ City-wide Reservable picnic areas	90% Complete
○ Cesar Chavez Signage	90% Complete
○ City wide ADA Restroom upgrades	25% Complete
○ Park Rules Signage – Citywide Replacement	25% Complete
○ Willard Office Space	Under Construction
○ Marina H and I Parking Slurry Seal	Scheduled for late March
○ Marina D and E Parking Slurry Seal	Scheduled for late March
○ Marin Fountain- Replace Pumps	Under Construction
○ Marin Fountain- Replace lights	Under Construction

○ Marin Fountain- Replace Plaster	Under Construction
○ Marina Bait Shop Wall Repair	Under Construction
○ Echo Lake Make-up Air/ Hood	In Design/Process
○ Launch Ramp Gates/ Ticket Machine	In Design/Process
○ Tennis Court Signage Replacement	In Design/ Process
○ Picnic Site Signage	In Design/Process
○ 125-127 University Painting	FY15
○ Echo Lake Water System	FY15
○ Ohlone Temp Picnic Replacement	FY15
○ Outside Storage Unit at MLK Center	FY15
○ Inside Storage at MLK Center	FY15
○ Removal of Ohlone Structure	FY15
○ Aquatic Park Bolivar Turf Renovation	FY15
○ King Park Tree Removal	FY15
○ Cragmont Park Rock Grout/Rock Replacement	FY15
○ James Kenney Lockerroom Wall Failure/ Replacement	FY15
○ Destination Signage- Aquatic, Strawberry Creek	FY15

### Key Department Planning Projects and Programs

Parks Make Life Better	Complete
Camps Fund Financial Evaluation	Complete
Volunteer Program Development	Complete
Cesar Chavez Park Signage Development	Complete
Marina Software Installation	Complete
BUSD- Emerson School Pilot	Complete
Cesar Chavez Park Biological Update	Complete
Fee Increases for Day Camp/Echo CIT	Complete
Sports Field, Tennis and Picnic Schedule- On-line	Complete
Cesar Chavez Park Use Evaluation	In Process
Expansion of 0-2 Programming	In Process
Cash Handling Assessment and Process Revision	In Process
Water Use Reduction Evaluation	In Process
Aquatic Park Improvement Project	In Process
Echo Lake Camp Funding Recovery	In Process
John Hinkle Club House Funding Recovery	In Process
Berkeley Tuolumne Camp Funding Recovery	In Process
Berkeley Tuolumne Camp Master Plan	In Process
BUSD- MLK Facility Lease	In Process
Community Agency Contracts -Alignment with 2020	In Process
North Lawn Bowling Green Assessment /Lease	In Process
Recreation Administration Relocation	4-15
FY 16-17 Budget Development	In Process
FY 16-17 Capital/Major Maintenance Budget	In Process
Parks Staff- Provisional-FT Employment Hiring	In Process
John Hinkle Clubhouse Funding Recovery	In Process
Open Data	FY15



Recreation Professional Development Training

FY15

**Leases/ Licences**

125-127 University		
Latorengelle		Complete
Child International Resource		Complete
Klein- Leventhal Management		Complete
Zorro Productions		Complete
Impact Fund		Complete
Waterside Wokshop-90 Bolivar		Complete
YMTC- 2427-2429 Bolivar		Complete
Bioremediation of SFROW- BFPF		Complete
Eat & Run		Council 3-17
Cal Sailing		Council 3-17
Hi Line Kites		Negotiations
Hana Japan-225 University		Negotiations
Yacht Club		Negotiations
Berkeley Arts Center		Negotiations
Ala Costa Center		Negotiations
Berkeley Paddling and Rowing Club		Negotiations
Lawn Bowling Club		Negotiations
Ephesians		Negotiations
Totland Building		Negotiations
BORP – 80 Bolivar		Negotiations
Marina Bait Shop		Negotiations

**City Wide Special Events**

Community Picnic and Carnival	7-3-14	Complete
July 4 Celebration/Fireworks	7-4-14	Complete
Derby Day	7-25-14	Complete
Olympic Day	7-31-14	Complete
National Night Out- Teen Program	8-5-14	Complete
Community All Crew Day- Marin Circle	9-18-14	Complete
International Shoreline Clean Up	9-20-14	Complete
Martial Arts Tournament	9-20-14	Complete
Community Parks Day	9-27-14	Complete
Community Tree Day	10-11-14	Complete
Make A Difference Day- MLK	10-25-14	Complete
Pumpkin Patch Dash	10-26-14	Complete
Community All Crew Day- Los Angles	10-28-14	Complete
Haunted House- MLK	10-31-14	Complete
Berkeley Project Day- Large	11-8-14	Complete
Tots Winter Carnival	12-6-14	Complete
Community All Crew Day- Strawberry	12-17-14	Complete
Berkeley Project Day- Small	3-7-15	
Berkeley Project Day- Small	3-14-15	
Community All Crew Day- Indian Rock	March- TBA	

Egg Hunt Extravaganza	4-4-15
Berkeley Bay Festival	4-11-15
Earth Day Shoreline Clean Up	4-25-15
Community All Crew Day- Aquatic Park	April -TBA
Community All Crew Day- Strawberry	5-13-15
Kids Triathlon	5-16-15
3 on 3 Basketball Tournament	June -TBA
Community All Crew Day- TBA	June -TBA

### Community Meetings

Children, Youth and Recreation Commission (CYRC)	1-12-15	Complete
Youth Commission (YC)	1-12-15	Complete
Parks and Waterfront Commission (PWC)	1-14-15	Complete
Strawberry Creek Park - Planning	1-21-15	Complete
Willard Play Area and Pathways- Planning	1-24-15	Complete
Children, Youth and Recreation Commission (CYRC)	1-26-15	Complete
Marin Circle-Planning	1-28-15	Complete
Children, Youth and Recreation Commission (CYRC)	2-7-15	Complete
Children, Youth and Recreation Commission (CYRC)	2-9-15	Complete
Youth Commission (YC)	2-9-15	Complete
Parks and Waterfront Commission (PWC)	2-11-15	Complete
Children, Youth and Recreation Commission (CYRC)	2-23-15	Complete
Youth Commission (YC)	3-9-15	
Children, Youth and Recreation Commission (CYRC)	3-9-15	
Parks and Waterfront Commission (PWC)	3-11-15	
John Hinkel Planning	3-11-15	
Children, Youth and Recreation Commission (CYRC)	3-23-15	
Parks Capital Presentation (@ City Council)	3-24-15	
Youth Commission (YC)	4-13-15	
Parks and Waterfront Commission (PWC)	4-15-15	
Children, Youth and Recreation Commission (CYRC)	4-27-15	
CYRC Community Agency Contracts Report @ City Council	4-28-15	
Youth Commission (YC)	5-11-15	
Parks and Waterfront Commission (PWC)	5-13-15	
Parks and Waterfront Commission (PWC)	6-10-15	
Children, Youth and Recreation Commission (CYRC)	6-22-15	

**From:** [Feldman, Gail](#)  
**To:** [Abel, David](#); [Al-Hadithy, Nabil](#); [Amoroso, Alexander](#); [Angstadt, Eric](#); [Brenman, Eric](#); [Brown, Don L.](#); [Bryant, Ginsi](#); [Burns, Anne M](#); [Corbell, Donna](#); [Davidson, Amy](#); [DeSnoo, Neal](#); [Erickson, Christina](#); [Feldman, Gail](#); [Geiken, Delfina M.](#); [Greene, Elizabeth](#); [Hollander, Eleanor](#); [Javandel, Farid](#); [Johnson, Carol](#); [Klein, Jordan](#); [Lee, Aaron](#); [Lee, Katherine](#); [Lee, Kristen S.](#); [Merker, Mary Ann](#); [Miller, Roger](#); [Molina, Raquel P.](#); [O'Connor, Katherine P.](#); [Patterson, Carol](#); [PRC \(Police Review Commission\)](#); [Rose, Sean](#); [Schneider, Andrew](#); [Talley, Leah](#); [Thomas, Patricia A.](#); [van Herick, Kristy](#); [Wicker, Andrew](#); [Wong, Wingyin](#); [Zarnowitz, Sally](#)  
**Subject:** Recommendation from the Commission on Aging  
**Date:** Tuesday, February 17, 2015 11:31:04 AM  
**Attachments:** [City Council Appointee Meetings recommendation.pdf](#)

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TO: All Berkeley Commissions and Commissioners  
FROM: Commission on Aging (COA)  
RE: Joining the CoA in urging Council members and the Mayor to pledge to hold annual meetings with their commission appointees

Fellow Commissions and Commissioners,

The Commission on Aging is writing to ask you to join us in urging Council members and the Mayor to hold annual commissioners' meetings with their appointees. Our rationale for asking this of council is contained in the recommendation attached. We would like you to put our recommendation before your commission for a vote of support before the end of March 2015. If the recommendation is passed by your Commission, please send a letter to council expressing this. If you'd like to add any comments, contingencies, changes or further suggestions, please feel free to do so.

Please contact Gail Feldman, Commission Secretary, for any information or questions at 981-5232 or [gfeldman@ci.berkeley.ca.us](mailto:gfeldman@ci.berkeley.ca.us)

Sincerely,

Commission on Aging



Commission on Aging

[CONSENT OR ACTION]  
CALENDAR  
[Meeting Date (MM dd, yyyy)]

To: Honorable Mayor and Members of the City Council

From: Commission on Aging

Submitted by: George Porter, Commission on Aging, Chairperson

Subject: Annual Meetings of Commission Appointees

### RECOMMENDATION

The Commission on Aging recommends that all City Council members and the Mayor hold annual "working" meetings that gather together their appointed Commission members. The purpose of the meetings would be for personal contact, information sharing and networking.

### FISCAL IMPACTS OF RECOMMENDATION

The City will incur minimal costs in the implementation of this recommendation.

### CURRENT SITUATION AND ITS EFFECTS

Currently there is very little established policy, either formal or informal, regarding face-to-face contact between Council members, the Mayor and their appointees to the various City Commissions and none addressing any such contact between a Councilmember (and the Mayor) and his or her full group of commissioners.

As things stand, since appointment to commissions are in general for four (4) years and often overlap Councilmember's (and the Mayor's) terms, if a given district seat changes hands, on occasion new Council members (and Mayor) and their inherited commissioners have never met in person. In addition to this, since reappointment of commissioners to a second term is often a routine matter, it is possible that eight (8) years can pass with little or no direct contact between a Councilmember (or the Mayor) and his or her appointee.

As far as contact between a Councilmember's (or the Mayor's) group of commissioners goes, there is no consistent policy and to the Commission on Aging's (CoA) observation in many, many cases commissioners have no idea of even the name of their counterparts on other commissions much less any understanding of who these people might be and how best to work with them towards common goals. Indeed, though some commissions are in constant contact with one another, since there is little established

policy encouraging broad based communication between commissions, the simple fact that shared interests exist is far too often missed.

### BACKGROUND

Over the past couple of years outreach and communication to other commissions has been part of the CoA work plan. A few individual commissioners have sat in on other commissions meetings, introduced themselves, tried to establish lines of communication and then reported back to the CoA, especially as regards issue relating to the aging population. This has proved moderately fruitful, but time consuming and very hit or miss. During that same time period one commissioner had an appointing council member that held annual commissioner meetings and reported back. This practice seemed much more useful and a couple of other commissioners who had had similar experiences before this period confirmed this which started us down the road that led to this action item.

To the best of the CoA's discovery, in the past various Council members (and Mayors) have come up with individual ways of establishing lines of communications with their commissioners and between them. Though the CoA fully appreciates Council members' (and the Mayor's) need for latitude in determining these relationships, the end results are often uneven and sporadic. In the case of the annual commissioners meeting, over the years some Council members have always held such meetings, others only on occasion and some not at all. Over those same years the individual commissions have had memberships with widely varying exposure to and understanding of the broad set of Municipal concerns the effect their work and much of the time in meetings can be spent bringing everyone up to date regarding these.

The CoA voted at its regular meeting of January 21, 2015 to recommend that City Council members (and the Mayor) hold annual "working" meetings that gather together their appointed Commission members. The purpose of the meetings would be for personal contact, information sharing and networking.

M/S/C (Jacquelin/Hallberg) Ayes: Castello-Kramer, Hallberg, Jacquelin, Lazaris,Porter,Ratnum,Schechner,Stross; Noes: None; Abstain: None

### ENVIRONMENTAL SUSTAINABILITY

There are no identifiable environmental impacts

### RATIONALE FOR RECOMMENDATION

The CoA feels that Council members (and the Mayor) establishing the habit of an annual commissioners meeting is a very simple and cost effective way of both addressing the concerns expressed above and of opening doors to new opportunities insofar as:

- 1) It ensures a basic level of the needed personal contact between Council members

and their commissioners.

2) For all attendees it puts a "human face" on the work of the various commissions and creates the sense of a broader community effort, the value of which should not be underestimated.

3) A well run meeting where each commissioner has a chance to briefly recap the last year's work of the commission he or she sits on establishes a baseline of information regarding Municipal concerns.

4) It encourages greater communication between the commissions which will result in:

- a) greater appreciation of one another's work
- b) greater awareness of the current scope of one another's work
- c) greater appreciation of the complexity of the Council's work
- d) more efficient use of time in commission meetings
- e) equal opportunity for all commissioners for access to useful information
- f) the recognition of and better cooperation in achieving shared goals
- g) more efficient sharing of resources
- h) increased transparency between commissions

5) In general, it will enliven the working relationship between Berkeley's elected officials and its citizen commissions and help ensure that our investment in this cooperative effort will yield greater returns.

Again, the CoA's suggestion here is that these be casual and friendly working meetings, not just social events. Though we fully appreciate that Council members (and the Mayor) already carry a heavy load, the CoA strongly feels that these yearly meetings will be of so much value to the municipality that we unanimously urge individual Council members (and the Mayor) to take this additional, small burden upon themselves.

#### ALTERNATIVE ACTIONS CONSIDERED

The CoA had considered that holding the meetings should be done on good faith, that they need not be an official requirement but instead should take the form of a pledge to "do his or her best to hold such yearly events". After further consideration, that language was removed from the recommendation and the accompanying background of the report.

#### CITY MANAGER

The City Manager [TYPE ONE] concurs with / takes no position on the content and recommendations of the Commission's Report.

**Note: If the City Manager does not (a) concur, (b) takes any other position, or (c) refer to the budget process, a council action report must be prepared. Indicate under the CITY MANAGER heading, “See companion report.”**

CONTACT PERSON

Gail Feldman, Commission Secretary, HHCS, 981-5232

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

SHORT TITLE OF RESOLUTION HERE

WHEREAS, (Whereas' are necessary when an explanation or legislative history is required); and

WHEREAS, (Insert Additional 'Whereas Clauses' as needed); and

WHEREAS, enter text here; and

WHEREAS, enter text here; and

WHEREAS, (The last "Whereas" paragraph should contain a period (.) .

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that (Action to be taken) - ends in a period (.) .

BE IT FURTHER RESOLVED that (for further action if needed; if not delete) - ends in a period (.) .

Exhibits **[Delete if there are NO exhibits]**

A: Title of the Exhibit

B: Title of the Exhibit