

CITY OF ALBANY

**MINUTES OF THE BOARD OF DIRECTORS OF THE ALBANY MUNICIPAL
SERVICES JOINT POWERS AUTHORITY AND
THE ALBANY CITY COUNCIL
CITY COUNCIL CHAMBER, 1000 SAN PABLO AVENUE
MONDAY, JUNE 16, 2014**

7:30 p.m.

CALL TO ORDER

Vice Mayor Wile called the meeting to order at 7:30 pm.

1. PLEDGE OF ALLEGIANCE

Recreation & Community Services Director Chelle Putzer led the Pledge of Allegiance to the Flag.

2. ROLL CALL

Present: Council Members Atkinson, Barnes, Vice Mayor Wile.
Absent: Council Member Maass.

3. REPORT ON ACTION TAKEN IN CLOSED SESSION, IF ANY

4. CONSENT CALENDAR

4-1. Minutes, June 9, 2014

Staff recommendation: Approve

4-2. Ratification of Bills, Claims and Demands - Ratification of bills, claims and demands against the City of Albany in the amount of: \$244,949.16 (6/5/2014)

Staff recommendation: Ratify

4-3. Sewer Asset Management Implementation Plan

Staff recommendation: that the City Council adopt Resolution No. 2014-52 approving the City of Albany Sewer Asset Management Implementation Plan

4-4. Resolution No. 2014-56, Establishing Rules for the November 4, 2014 Election

Staff recommendation: that the City Council adopt Resolution No. 2014-56, Establishing Rules for the Conduct of the November 4, 2014 Election

4-5. Long Term Trash Reduction Plan and Progress Assessment Strategy

Staff recommendation: that the City Council adopt Resolution No. 2014-53, City of Albany Long Term Trash Reduction Plan and Progress Assessment Strategy

4-6. General Fund Quarterly Report of Revenue and Expenditures (Quarter 3: January 2014 – March 2014)

Staff recommendation: that the City Council accept and file the report

4-7. Resolution No. 2014-54, Approving the Sewer Master Plan

Staff recommendation: that the City Council adopt Resolution No. 2014-54, approving the Sewer Master Plan

4-8. Resolution No. 2014-57 to approve the updated benefits booklet for Management and Confidential Employees

Staff recommendation: that the City Council adopt Resolution No. 2014-57, a Resolution of the Albany City Council approving the updated benefits booklet for management and confidential employees.

4-9. Resolution No. 2014-55, Approving the Updated Sewer System Management Plan

Staff recommendation: that the City Council adopt Resolution No. 2014-55, approving the updated City of Albany Sewer System Management Plan

4-10. Resolution No. JPA2014-4, Approving the Permanent Appointment of Chelle Putzer as the Recreation & Community Services Director

Staff recommendation: that the Albany Municipal Services Joint Powers Agency Board of Directors adopt Resolution No. JPA2014-4, approving the permanent appointment of Chelle Putzer as the Recreation & Community Services Director

Vice Mayor Wile asked if anyone would like to remove an item from the Consent Calendar. Item 4-4 was removed from the consent calendar.

The following people spoke: Alan Eckert.

A summary of comments is as follows: requested clarification be made to the Guide to Nomination & Candidacy regarding the 2-year term City Council race.

MOTION:

Moved by Council Member Atkinson, seconded by Council Member Barnes to approve the Consent Calendar items as submitted.

AYES: Council Members Atkinson, Barnes, Vice Mayor Wile

NOES: None

Absent: Council Member Maass.

Motion carried and so ordered.

5. PRESENTATION

6. GOOD OF THE CITY/PUBLIC FORUM/ANNOUNCEMENTS

Vice Mayor Wile opened Good of the City/Public Forum.

The following people spoke: Robert Uhrhammer; Stewart Gooderman.

A summary of comments is as follows: vegetation at Pierce Street parcel is high and poses a fire hazard, encouraged construction of Pierce Street Park; expressed concern with proposed housing development at El Cerrito Plaza and location of parking garage along with traffic impacts posed for Albany.

7. PUBLIC HEARING

7-1. Resolution No. 2014-51 to adopt a revised Master Fee Schedule

Staff recommendation: that the City Council adopt Resolution No. 2014-51 – A resolution of the Albany City Council establishing and amending the City of Albany Master Fee Schedule for various permits, services and fines effective July 1, 2014

Finance & Administrative Services Director Tina Mckenney delivered the staff report. On June 17, 2002, the City Council approved Resolution #02-39, amending the City of Albany Master Fee Schedule, and authorizing an annual cost of living adjustment to the fees each year thereafter.

The Council has established an objective that fees cover the cost of services provided. Analysis of cost of services such as recreational activities, planning review, building construction inspection, and fire prevention activities are ongoing activities and fees are set annually based upon the projected costs. The adjustment is not automatically applied to all fees. The Master Fee Schedule provides a consolidation of the various fees into a single document.

The maximum adjustments to the fee schedules were limited to changes in the Consumer Price Index (CPI), supplemented by additional review and analysis by Staff. Consideration was given to analysis of the staff time required and other

costs for services. In some cases the review indicated that an adjustment was not necessary and the fee remained the same.

Vice Mayor Wile opened the public hearing.

The following people spoke: Amber Whitson; Julie Winkelstein.

A summary of comments is as follows: expressed concern with fee increase for violations of section 8.4 of the Albany Municipal Code.

MOTION:

Moved by Council Member Atkinson, seconded by Council Member Barnes to adopt Resolution No. 2014-51 – A resolution of the Albany City Council establishing and amending the City of Albany Master Fee Schedule for various permits, services and fines effective July 1, 2014.

AYES: Council Members Atkinson, Barnes, Vice Mayor Wile

NOES: None

Absent: Council Member Maass.

Motion carried and so ordered.

8. UNFINISHED BUSINESS

9. NEW BUSINESS

9-1. Affirmation of Mayor and Nomination and Election of Vice-Mayor

Staff recommendation: that the City Council affirm Vice Mayor Joanne Wile to continue to serve as Mayor and nominate and elect a member of the City Council to the position of Vice-Mayor

The following people spoke: Amber Whitson.

A summary of comments is as follows: expressed concern with assistance to persons who are homeless.

MOTION:

Moved by Council Member Atkinson, seconded by Council Member Barnes to affirm Vice Mayor Wile to serve as Mayor.

AYES: Council Members Atkinson, Barnes, Vice Mayor Wile

NOES: None

Absent: Council Member Maass

Motion carried and so ordered.

MOTION:

Moved by Council Member Atkinson, seconded by Council Member Barnes to nominate Council Member Maass to serve as Vice Mayor.

AYES: Council Members Atkinson, Barnes, Mayor Wile

NOES: None

Absent: Council Member Maass

Motion carried and so ordered.

9-2. Procedures for Filling a City Council Vacancy

Staff recommendation: that the City Council review the proposed process for filling the existing City Council Vacancy in accordance with the City Charter and authorize the opening of an application period beginning June 17, 2014, and closing June 27, 2014 at 12:00 p.m. for prospective applicants qualified and interested in serving on the City Council

City Clerk Nicole Almaguer delivered the staff report. There is currently a vacancy on the City Council due to the recent passing of Mayor Thomsen. In accordance with the City Charter, the Council is tasked with filling the vacancy by appointment, and must do so within 30 days of the vacancy. If the Council is unable to fill the vacancy for any reason, the Mayor is authorized to fill the vacancy. The 30-day time period to fill the vacancy will expire on July 8, 2014. Almaguer reviewed the proposed process for nomination and selection of an appointee for the vacancy, including a balloting process depending on the total number of nominees identified by the City Council. The appointee will begin service as a City Council Member on July 21, 2014 following an Oath of Office Ceremony, and serve through the next general municipal election of November 4, 2014.

The following people spoke: Alan Eckert.

A summary of comments is as follows: suggested the Council request the Charter Review Committee review the Charter language with regard to filling vacancies on the City Council.

MOTION:

Moved by Council Member Barnes, seconded by Council Member Atkinson to approve the process for appointment to the City Council.

AYES: Council Members Atkinson, Barnes, Mayor Wile

NOES: None

Absent: Vice Mayor Maass

Motion carried and so ordered.

9-3. Confirmation of Proposed Authorized Adjustments to Local Taxes and Fees Collected on the Property Tax Bill (Library Services Act of 1994; Supplemental Library Services Act of 2006; Emergency Medical Services Program; Paramedic Advanced Life Support Tax; 2006 Street Paving and Storm Drain Improvement Tax; and Sewer Service Charges)

Staff recommendation: that the City Council: 1) Determine whether any changes to the recommended rates are desired; and then 2) Adopt the resolution No. 2014-50 confirming the Fiscal Year 2014-2015 rates to be applied to City of Albany Special Taxes and fees collected on the annual property tax bill

Budget Project Consultant Paul Rankin delivered the staff report. The City has a number of previously approved special taxes, charges and fees that are levied and collected as part of the annual Property Tax bill issued by Alameda County. In order to improve the administrative tracking of the annual adjustments, it is necessary for the City Council to adopt a master resolution confirming the current Fee; the Maximum Fee (based on authorized cost of living adjustments); and the Proposed Fees for Fiscal Year 2014-2015. The City's Consultant NBS Government Services will incorporate this action with the tax roll items to be delivered to Alameda County.

The following are the local taxes and fees being addressed by this item:

- 1) Library Services Act of 1994
- 2) Supplemental Library Services Act of 2006
- 3) Emergency Medical Services Program (EMS)
- 4) Paramedic Advanced Life Support (ALS)
- 5) 2006 Street Paving and Storm Drain Improvement Tax
- 6) Albany Sewer Service Charges

The 2014-2015 potential annual adjustment for taxes and fees that contain an annual adjustment provision would be an increase of 2.2420%.

The following people spoke: Alan Eckert.

A summary of comments is as follows: expressed support for increase in sewer rates and storm drain fees to ensure managed flow of runoff.

MOTION:

Moved by Council Member Atkinson, seconded by Council Member Maass to adopt Resolution No. 2014-50 confirming the Fiscal Year 2014-2015 rates to be applied to City of Albany Special Taxes and fees collected on the annual property tax bill.

AYES: Council Members Atkinson, Barnes, Mayor Wile

NOES: None

Absent: Vice Mayor Maass

Motion carried and so ordered.

9-4. Approving an Update to the 2014-2015 Operating Budget and Appropriating Funds

Staff recommendation:

1. That Council adopt Resolution No. 2014-59, adopting the update to the City of Albany operating budget for fiscal year 2014-15 and authorize appropriations
2. That Council adopt Resolution No. 2014-58, adopting the updated salary schedule for City employees
3. That the Albany Municipal Services Joint Powers Authority Board of Directors adopt Resolution No. JPA 2014-5, adopting the updated salary schedule for management and confidential employees

Budget Project Consultant Paul Rankin delivered the staff report. The General Fund expenditures are estimated to be fully funded without the use of reserves. The City utilizes fund accounting based on the type of expense. Two budgets were presented – the base budget, assuming status quo operations, and a base budget that included funding additional initiatives to meet the goals of the Council and improve service to the public. The budget is balanced and funds are being allocated to reserves to ensure ongoing sustainability of funds and equipment.

Department Head staff including Police Chief Mike McQuiston, Recreation & Community Services Director Chelle Putzer, Finance & Administrative Services Director Tina Mckenney, and Community Development Director Jeff Bond addressed the Council regarding requested staff positions including a Police Dispatcher, and a part-time Community Engagement Specialist, two Recreation Coordinators, a Budget Analyst, and a Plan Check Engineer.

The following people spoke: Bob Uhrhammer; Alan Eckert; Peggy McQuaid; Susan Reeves.

A summary of comments is as follows: expressed support for the proposed budget and to fill vacant positions; expressed support for funding Pierce Street Park.

MOTION:

Moved by Council Member Atkinson, seconded by Council Member Barnes to:

1. Adopt Resolution No. 2014-59, adopting the update to the City of Albany operating budget for fiscal year 2014-15 and authorize appropriations
2. Adopt Resolution No. 2014-58, adopting the updated salary schedule for City employees
3. That the Albany Municipal Services Joint Powers Authority Board of Directors adopt Resolution No. JPA 2014-5, adopting the updated salary schedule for management and confidential employees

AYES: Council/Board Members Atkinson, Barnes, Mayor/Chair Wile

NOES: None

Absent: Council/Board Member Maass.

Motion carried and so ordered.

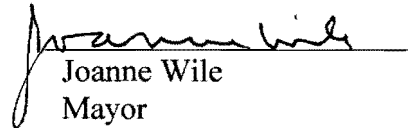
10. OTHER BUSINESS, REPORTS ON MEETINGS ATTENDED, ANNOUNCEMENT OF EVENTS/FUTURE AGENDA ITEMS.

Council Member Atkinson expressed appreciation to Paul Rankin for his assistance to review the City's budget and ensure transparency.

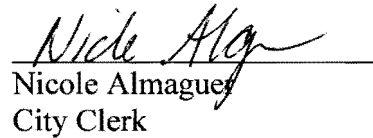
11. ADJOURNMENT

9:02 pm. There being no further business before the City Council it was moved and seconded to adjourn the meeting.

Minutes submitted by Nicole Almaguer, City Clerk.


Joanne Wile
Mayor

Attest:


Nicole Almaguer
City Clerk