

Date Approved: July 6, 2015



CITY OF ALBANY

MINUTES OF THE
ALBANY CITY COUNCIL
CITY COUNCIL CHAMBER, 1000 SAN PABLO AVENUE
MONDAY, JUNE 15, 2015

6:45 p.m.

CLOSED SESSION

CALL TO ORDER

OPPORTUNITY FOR THE PUBLIC TO SPEAK ON CLOSED SESSION ITEMS

City Council convenes in the Council Chamber and then adjourns to Closed Session to discuss the following items:

- 1) Executive session pursuant to Government Code Section 54957 to discuss Public Employee Performance Evaluation:

Public Employee: Penelope Leach, City Manager

ADJOURNMENT

7:30 p.m. – REGULAR MEETING

CALL TO ORDER

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

1. PLEDGE OF ALLEGIANCE

Mayor Maass led the Pledge of Allegiance to the Flag.

2. ROLL CALL

Present: Council Members McQuaid, Nason, Pilch, Vice Mayor Barnes, Mayor Maass

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

Executive session pursuant to Government Code Section 54957 to discuss Public Employee Performance Evaluation:

Public Employee: Penelope Leach, City Manager
Mayor Maass reported that no action was taken regarding this item.

4. CONSENT CALENDAR

4-1. Minutes, June 1, 2015

Staff recommendation: Approve

4-2. Ratification of Payroll – City of Albany

a) Payroll Period:	5/29/2015	Net Payroll:	\$209,856.60
Taxes, Benefits, Withholdings:	\$176,360.12	Total:	\$386,216.72

Staff recommendation: Ratify

4-3. Ratification of Payroll – Albany Municipal Services JPA

a) Payroll Period:	5/29/2015	Net Payroll:	\$ 67,420.65
Taxes, Benefits, Withholdings:	\$39,849.61	Total:	\$107,270.26

Staff recommendation: Ratify

4-4. Ratification of Bills, Claims and Demands - Ratification of bills, claims and demands against the City of Albany in the amount of: \$97,503.34 (5/22/15); \$199,658.60 (5/29/15)

Staff recommendation: Ratify

4-5. Ratification of Police & Fire Pension Plan payments in the amount of \$118,891.23 for the month of May, 2015.

Staff recommendation: Ratify

4-6. Vice Mayor Barnes appointed Erika Lockhart and Council Member Pilch appointed Jay Marlette to the Civil Service Board.

Staff recommendation: note and file

4-7. Paid Sick Leave Policy pursuant to AB1522 for part-time, temporary, and seasonal employees

Staff recommendation: that the Council adopt Resolution No. 2015-36 – A resolution of the Albany City Council adopting a sick leave policy pursuant to AB1522 for part-time, temporary, and seasonal employees

4-8. Fire Department Mutual Aid Reimbursement under the California Fire Assistance Agreement

Staff recommendation: that the Council adopt Resolution No. 2015-34, identifying the terms and conditions for the Fire Department's response away from their official duty station and assignment to an emergency incident

4-9. Master Programs Funding Agreement between the Alameda County Transportation Commission and the City of Albany

Staff recommendation: that the Council authorize the City Manager to enter into a Master Programs Fund Agreement with Alameda CTC for the administration of the Direct Local Distribution of funds generated by Measure BB

4-10. 2015 Pavement Rehabilitation Phase 2 Project (Contract No. C15-14)

Staff recommendation: that the Council approve the budget and authorize the City Manager to sign an agreement with WRECO for the design of the 2015 Pavement Rehabilitation Phase 2 Project for a total not to exceed \$ 47,995

Mayor Maass asked if anyone would like to remove an item. Items 4-9 and 4-10 were pulled from the Consent Calendar.

4-9: Council Member Pilch asked for clarification regarding the balance line item listed in the annual program revenue.

Community Development Director Jeff Bond reported that the balance is allocated funding that has not been spent as of yet.

4-10: City Manager Leach provided an overview of the project. The action is to approve the design contract for the project, and the design will be reviewed by the Traffic & Safety Commission.

The following people spoke: Preston Jordan

A summary of comments is as follows: asked for inclusion of the Active Transportation Plan as part of the project including bulb outs, traffic circles, striping and signage, expressed concern that the Traffic & Safety Commission has not been more involved, encouraged traffic calming along Masonic Avenue per the City's Traffic Management Plan and possible elimination of parking on one side of Masonic Avenue.

Public Works Director Ray Chan reported that the consultant will bring the design of the project to the Traffic & Safety Commission for review, and that portions of the Active Transportation Plan will be incorporated as much as possible with available funding. The pavement program aims to utilize funding as efficiently as possible to maintain City streets. The status of the City's Pavement Condition Index (PCI) is behind other cities. Funding has been a challenge, but staff is working proactively to help improve the PCI.

Community Development Director Jeff Bond reported that implementation of the Active Transportation Plan is a high priority. The Traffic Management Plan is dated, but information in the plan remains valid. Staff works in coordination, however pavement management and prioritization is complicated, and the addition of the Active Transportation Plan makes prioritizing streets for repair more complex. Staff will be continuing to work through this item, and considering whether it is more effective to have the pavement management conducted separate from the Active Transportation Plan.

MOTION:

Moved by Council Member McQuaid, seconded by Council Member Pilch to approve the Consent Calendar as submitted.

AYES: Council Members McQuaid, Nason, Pilch, Vice Mayor Barnes, Mayor Maass

NOES: None.

Motion carried and so ordered.

5. PRESENTATION

- 5-1.** Proclamation in Recognition of Elder Abuse Awareness Month
Mayor Maass presented the proclamation in recognition of Elder Abuse Awareness Month.

6. GOOD OF THE CITY/PUBLIC FORUM/ANNOUNCEMENTS

Mayor Maass opened the Good of the City/Public Forum/Announcements.

The following people spoke: Preston Jordan.

A summary of comments is as follows: asked about status of the City Council's Strategic Plan with regard to a sidewalk program, and encouraged consideration of a tax measure to support the sidewalk repair program.

7. PUBLIC HEARING

8. UNFINISHED BUSINESS

9. NEW BUSINESS

- 9-1.** Fiscal Year 2015-2016 & 2016-2017 Operating Budgets

Staff recommendation: that the Council adopt Resolution No. 2015-35, adopting the City of Albany operating budget for FY2015/16 and FY2016/17 and authorizing appropriations totaling \$23,140,881 in Fiscal Year 2015-2016 and \$23,965,969 for Fiscal Year 2016-2017

Paul Rankin, Finance Advisor provided a presentation to the Council. The City operates on a two-year budget cycle for preparation and adoption of the Operating Budget. The City is nearing the completion of the second year of the fiscal year (FY) 2013/14 & FY 2014/15 two-year budget cycle. The FY 2014-2015 (July 1, 2014 – June 30, 2015) budget was updated and adopted by the City Council on June 16, 2014. The next two-year budget proposal is for FY2015/16 and FY2016/17. The Operating Budget includes a variety of funding sources, with the largest component of funding being the General Fund, representing over 73% of the proposed expenditures in the upcoming two years.

The projected year-end operating budget for FY 2014-15 contains estimates of the revenues and expenditures for the current year. Positive results are estimated in the General Fund for the current fiscal year of approximately \$1,156,521. The General Fund portion of the FY 2015-2016 proposed budget is estimated to have a surplus of \$24,807. This is the remaining balance after setting aside \$120,000 of General Fund monies for future one-time capital projects. In the second year (FY 2016/2017) a deficit of \$395,659 is projected for the General Fund. Staff proposes to have the City Council appropriate \$600,000 of the surplus funds from the current fiscal year, to a Budget Stabilization Reserve Account. The Fiscal Year 2016-2017 Budget would be balanced with an appropriation of \$395,659 from this Reserve Account. The use of a Budget Stabilization Reserve Account is intended to be temporary.

Beginning in Fiscal Year 2015-2016 the City will incur full-year funding for new positions added in Fiscal Year 2014-2015. The proposed Budget funds services and programs without any significant changes in service levels. One exception is with Police Staffing where the Budget freezes one of three current vacant Police Officer positions in the first year. All of the current allocated Police positions are fully funded in the second year. In Year one of the Budget an additional Recreation Supervisor is included.

The following people spoke: Brian Parsley

A summary of comments is as follows: encouraged the City to welcome new businesses to help generate sales tax, cautioned that property transfer tax levels could fall in the future, the Human Services programs are important to people in need of services, and not specific just to persons who were homeless at the Albany Bulb.

A summary of Council comments is as follows: asked about the current sales tax measure and consideration of how to replace the revenue when the tax expires; asked for clarification regarding staffing levels; encouraged allocating additional funding and focus on the sidewalk repair program and maintenance of parks, and further consideration of both sidewalks and park maintenance as the as the Capital Improvement Project budget is developed; asked for clarification in the future with regard to funds spent on parks maintenance in comparison with funds spent on recreational programming; asked about the Human Services Department and

programming administered by the department; expressed concern with status of staffing in the Community Development department, and interest in ensuring ample staff to administer grants and economic development programming; expressed interest in increasing the amount of funding for economic development, expressed appreciation for the organization of the budget.

Staff provided additional background regarding the programs administered by the Human Services Department, and additional background regarding current staffing levels including staffing in the Community Development Department. At times consultants are retained by the Community Development Department to assist with major projects. Transitioning the Public Works Division from within the Community Development Department to a Public Works Department is also reflected in the budget. Budget reviews will occur both mid-year and in the next fiscal year for adjustments and additional consideration.

MOTION:

Moved by Council Member Nason, seconded by Vice Mayor Barnes to adopt Resolution No. 2015-35, adopting the City of Albany operating budget for FY2015/16 and FY2016/17 and authorizing appropriations totaling \$23,140,881 in Fiscal Year 2015-2016 and \$23,965,969 for Fiscal Year 2016-2017.

AYES: Council Members McQuaid, Nason, Pilch, Vice Mayor Barnes, Mayor Maass

NOES: none.

Motion carried and so ordered.

9-2. Review of the Social and Economic Justice Commission

Staff recommendation: that the Council:

1. Review the status of the Social and Economic Justice Commission (SEJC); and
2. Authorize one of the following:
 - a. Allow the continuation of the SEJC as currently defined
 - b. Transition the SEJC into a Human Services Committee
 - c. Sunset the SEJC and allow for focused ad hoc work groups regarding particular human services issues as needed

Community and Human Services Manager Isabelle Leduc delivered the staff report. The Social and Economic Justice Commission (SEJC) was established by the Council in 2005 to research, analyze, discuss and evaluate social and environmental issues impacting the welfare of the residents of Albany and to provide recommendations to the City Council on positions and/or actions to take to address those issues. Since that time City services have evolved with the addition of a Human Services Department. The Human Services Department

administers a number of programs including but not limited to outreach and engagement programs to persons who are homeless in Albany, inter/intra agency coordination on the many human services programs provided at the local and regional levels, and administration of the City's Senior Services programs. All program areas require an intense level of involvement and oversight, best addressed by staff.

The SEJC is a five member commission with three members appointed since January 2015, and it has been a challenge to fill the vacancies. At their most recent meeting in May, the SEJC discussed its purpose, charge and options for the Commission, and while no consensus was reached, options discussed included: sun-setting of the SEJC with the possibility of creating a Human Services Committee to support the City's Human Services Department, or the creation of ad hoc work groups as directed by Council to research and evaluate specific human services issues.

Creation of ad hoc work groups as directed by the Council to research and evaluate specific human services issues as they may arise can be an effective and efficient use of staff time, and can serve as forums that advise the Council regarding human services issues when necessary.

The following people spoke: Robert Lieber; Bart Grossman.

A summary of comments is as follows: expressed support for continuing the SEJC as a forum for the community; SEJC is a broad topic area, expressed concern with sunseting the SEJC, and encouraged additional consideration regarding the matter including additional direction from the Council and referral of particular subjects of interest to the Council, additional work is needed to ensure ample human services programs are offered in the City.

A summary of Council comments is as follows: expressed concern with sunseting the SEJC, and an interest in providing additional direction to the SEJC to help with the charge and focus of the Commission; identified possible areas for further study by the SEJC including review of a possible soda tax; reiterated that advisory bodies are to conduct research and provide information to the Council for further consideration; asked for additional detail regarding the Human Services Department and programs administered by the department; expressed interest in reviewing a work plan for the SEJC; expressed interest in combining economic development with SEJC on matters that cross over both groups; expressed support for the option of creating ad-hoc work groups as needed and sunseting the Commission; suggested the Commission be fully appointed by the Council and that the functionality of the Commission be reviewed again in January 2016.

MOTION:

Moved by Council Member Nason, seconded by Council Member Pilch to allow for the continuation of the Social and Economic Justice Commission until the

next regular review of Advisory Bodies, and the Council's referral of consideration of a soda tax to the Commission for analysis.

AYES: Council Members Nason, Pilch, Mayor Maass

NOES: Council Member McQuaid, Vice Mayor Barnes

Motion carried and so ordered.

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

Council Member Pilch attended the Economic Quality Committee Meeting of the League of California Cities.

Council Member McQuaid attended the Albany High School awards ceremony, and expressed appreciation for the achievements of the Albany students.

Mayor Maass participated in the County Recycling Board meeting via teleconference. The City will be hosting the Chamber Mixer on June 18th.

Council Member Nason asked about status of the flag pole at Memorial Park.

Council Member Pilch asked for additional information regarding the Civil Service Board.

10-1. Upcoming City Events

Local Garden Swap – every Tuesday, 6:30 PM – Albany Community Center Patio

Run Around Town – every Sunday, 8 AM, Suzette's Crepe Café, 1226 Solano Avenue

State of the City Event & Mixer – Thursday, June 18, 2015, 5:30 PM – Albany Community Center

Bike About Town – Friday, June 19, 2015, 6:30 PM – Bike on Solano, 1554 Solano Avenue

Household Hazardous Waste Drop-Off Event – Sunday, June 21, 2015, 9:00 AM – 1:00 PM – Golden Gate Fields North Parking Lot (must register to participate – www.stopwaste.org)

Neighbor 2 Neighbor Workshop, Tuesday, June 23, 2015, 6:30 PM, Albany Community Center

Movie in the Park – “Babe”, Friday, June 26, 2015, 7:30 PM, Memorial Park

Albany 4th of July – Saturday, July 4, 2015, 12 PM, Memorial Park

10-2. Upcoming City Meetings

Sustainability Committee Meeting, Wednesday, June 17, 2015, 7:30 PM, Albany City Hall

Community Media Access Committee, Monday, June 22, 2015, 6 PM, City Hall Council Chambers

Planning & Zoning Commission Meeting, Wednesday, June 24, 2015, 7 PM, Albany City Hall

Traffic & Safety Commission Meeting, Thursday, June 25, 2015, 7 PM, Albany City Hall

11. ADJOURNMENT

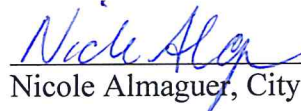
10:13 p.m. There being no further business before the City Council it was moved and seconded to adjourn the meeting.

Minutes submitted by Nicole Almaguer, City Clerk.



Peter Maass
Mayor

Attest:



Nicole Almaguer, City Clerk