



Commission on Aging
Margot Smith, Chair
Tanya Bustamante, Acting Commission Secretary

COMMISSION ON AGING MEETING AGENDA

Wednesday, October 18, 2023
North Berkeley Senior Center
1:30 p.m. – 3:30 p.m.

Preliminary Matters

1. Call to Order by Chair Smith
2. Roll Call by Secretary
3. Public Comments
The public may comment about any item not on the agenda. Public comments are limited to two minutes per speaker. Public comments regarding agenda items will be heard while the Commission is discussing the item.
4. Approval of minutes from September 20, 2023 (Attachment A)

Discussion Items

The Commission may discuss any subject listed on the Agenda. Public comments regarding agenda items will be heard while the Commission is discussing the item. Public comments are limited to two minutes per speaker.

Presentations/Updates

1. Sidewalk repair in Berkeley; street repair schedule – *Terrence Salonga, Associate Civil Engineer, Public Works Dept.*
2. Use and multifunctionality of senior centers as a City resource – *Aging Services staff*

Commissioner reports

1. District update from Commissioner Collins: age-friendly parks
2. City merchants accepting cash only

Action Items

1. Commission on Disabilities lawsuit with City of Berkeley over commissioner virtual attendance; letter to Council—Rani Cochran (Attachment B)

Items for Following Months

1. Report from the Rent Board re: senior tenants and landlords

2. Financial and digital literacy
3. Around town shuttle buses
4. City website
5. Support for Senior Centers/ Age-Friendly Berkeley

Information Items

1. Update on Public Works City Council report from Oct. 5, 2023 (Attachment C)
2. Council agenda report deadlines (Attachment D)

Adjournment

COMMUNICATION ACCESS INFORMATION

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 981-6418 (V) or 981-6347 (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 board, commission or committee, will become part of the public record. 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 commission secretary for further information.

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 the North Berkeley Senior Center located at 1901 Hearst Avenue, during regular business hours. The Commission Agenda and Minutes may be viewed on the City of Berkeley website: <http://www.cityofberkeley.info/commissions>.

Secretary:

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**COMMISSION ON AGING
REGULAR MEETING
DRAFT MINUTES**

Health, Housing & Community
Services Department
Commission on Aging

Wednesday, September 20, 2023
1:30 p.m.

1. Roll Call

Present: (8) Chisholm; Cochran; Collins; Lavault; Orrick; Porter; Smith;
Yamaguchi

Absent: (0)

Staff Present: (2) Tanya Bustamante, Darlene Bronson

Public: (8)

2. Public Comment (5)

Presentations

1. Older adults & Berkeley Adult School – *Kathleen Davis*
2. Overview on Home Match Program – *Rachel Matthews, Manager, Home Match Alameda County*
3. Senior Center post-pandemic/re-opening status report – *Darlene Bronson*

Action Items

1. Approval of the Minutes from July 19, 2023 Regular Meeting:

M/S: Smith/ Porter

Ayes: Chisholm, Cochran, Collins, Lavault, Orrick, Porter, Smith, Yamaguchi

Noes: None

Abstain: None

Absent: None

Motion passed.

Discussion Items

1. **Commissioner Report regarding need for repair of City sidewalks**
Discussion; No action taken
2. **Need for increased outreach to community regarding Sr. Center services and activities**
Discussion; No action taken

Commissioners adjourned at 3:41 p.m.

Minutes Approved on:

Tanya Bustamante, Acting Commission Secretary

Dear City of Berkeley Council Members,

The Commission on Aging (CoA) has been discussing its charter and work. This letter represents two requests arising from immediate concerns.

I. City sidewalks

Some of the sidewalks in my district have been deformed by the trees planted ages ago on the medians between the sidewalks and the streets. The trees are beautiful, but their roots and trunks have damaged the sidewalks, and the cracks and distortions present hazards to elders and to anyone with compromised mobility.

For a prime example, see the sidewalk in front of 2116 Stuart Street, which I must carefully negotiate whenever I walk to and from Berkeley Bowl.

I may have mentioned that 8 years ago, while I was walking east on the south side of Stuart Street, the toe of my right shoe caught on the uneven sidewalk. I fell straight forward. Result: 5 broken ribs, a thoroughly smashed right-knee meniscus, and a whiplash that drove 5 cervical disks right against my spinal cord resulting in the need for surgery. (My cervical spine is now held together with titanium!)

The Age Friendly City mentions a "city sidewalk assessment." When and how will that happen, and will it include both a "diagnosis" of needed work as well a projected schedule of the work? How can the CoA commissioners help speed that along?

The cost of sidewalk repairs is another issue and would need further discussion by the CoA and several other city officials. In my opinion this discussion comes *after* the sidewalk assessment and identification of the most potentially dangerous sidewalks.

II. Publicizing the services of Berkeley, an "age friendly" city .

I spent almost 6 hours scouring every department on the city's website to find all the services available to elders.

Would it be possible to gather *all* information about elder services onto one website page?

Please do consider each of these concerns, and the CoA looks forward to discussing them with you soon.
Regards,

2128 Stuart Street
Rani Cochran
Berkeley, CA 94705
1 (650) 387-4624



Office of the City Manager

October 5, 2023

To: Honorable Mayor and Members of the City Council

From:  Dee Williams-Ridley, City Manager

Re: Update on Public Works Transportation Division's Staffing and Work Priorities

This memo provides additional information regarding the staffing situation and work priorities in the Transportation Division, building on our previous communications of November 15 and December 19, 2022. The division recently completed five projects, 15 projects are in progress, 8 projects are delayed due to staffing and/or funding, 7 budget and non-budget referrals are in progress, 10 budget and non-budget referrals are delayed due to staffing and funding, and 12 referrals are not progressing due to the volume of referrals and staffing. The department's primary challenges in implementing City Council's direction continue to be the volume of referrals and the high vacancy rate.

Transportation Division's Existing Vacancies and Impacts

The division has 47 positions and 15 vacancies, resulting in a 32% vacancy rate. Those existing vacancies include the Parking Services Manager, Senior Planner, Associate Planner, two Associate Civil Engineers, and Traffic Maintenance Worker. These positions are responsible for managing transportation projects' grants, facilitating public engagement, the on- and off-street parking program and policy, and adoption of design concepts and their construction. Additionally, these positions are responsible for the processing, implementation, and maintenance of traffic calming measures. The Transportation Division is under the oversight of a Deputy Director, a position that is also vacant.

As a reminder, an October 2022 [Gallup Q12](#) survey of Transportation Division staff was responded to by 32 of the division's full-time staff. Respondents were asked to identify the one priority that would improve their satisfaction with work in the next two years. Division staff identified "fill vacant positions" by a wide margin as the top priority to improve workplace satisfaction. The impact of persistent vacancies is also clear in the survey results. The division's morale was at the 23rd percentile compared to other local public entities. Low morale has many risks and costs, as low morale staff are absent more and more likely to leave City employment.

The *Employer of Choice* initiative brings improvement to the City's hiring, staff retention, staff development, and business processes. The Transportation Division (and other

divisions in Public Works) will directly benefit from these improvements, and we anticipate staff survey results will improve. In the first half of 2023, the initiative has resulted in 90 eligible lists and reduced citywide workforce attrition by a more than 2:1 ratio.

Attachment 1 shows a current update on the Transportation Division's *Programs and Projects*, including those projects that are on hold or delayed due to staffing. This Attachment has been revised from prior memos to add baseline services and better address City Council's adopted budget and other referrals.

Staff's efforts are focused on projects in or nearing the construction phase, projects at risk of losing grant funding, projects led by other government agencies (e.g., BART, Alameda County Transportation Commission), and those in the department's *Top Goals and Projects*. To view the latter, go [here](#) and click through the *Top Goals and Projects*.

The Transportation Division's vacancies slow important work. Significant planning projects such as the Berkeley Strategic Transportation Plan and Bicycle Plan had already been delayed due to staffing as reported in the prior off agenda memo, and these items will continue to be delayed. Similarly, implementation of BerkDOT, fees and fines research, and Vision Zero Action Plan implementation face continuing delays, as do adopted budget referrals such as Pedestrian Safety in the Hills, AB 43 implementation, and traffic safety improvements at 62nd and King. Vacancies result in slower customer response times, reduced capacity to conduct policy or other analysis, less ability to implement improvements, and generally lower quality and delayed baseline services such as bicycle parking, transit coordination, and Safe Routes to School coordination.

Recruitments are ongoing for both existing and forthcoming vacancies because the HR Department has boosted its capacity to assist Public Works in these recruitments. The Transportation Manager, Principal Planner, and Associate Planner positions have recently been filled, and interviews for the Deputy Director are occurring. My office, the Human Resources Department, and the Public Works Department are collaborating on other resources (temporary staffing, consultants, etc.) to help boost staff's capacity until the division's vacancies are filled.

Attachment 1: Transportation Division Projects and Programs

cc: LaTanya Bellow, Deputy City Manager
Anne Cardwell, Deputy City Manager
Mark Numainville, City Clerk
Matthai Chakko, Assistant to the City Manager
Farimah Brown, City Attorney
Jenny Wong, City Auditor
Liam Garland, Public Works Director

Attachment 1: Transportation Division's Projects and Programs

RECENTLY COMPLETED PROJECTS	STATUS
Claremont/Russell RRFBs	
Newbury Street & Ashby Avenue traffic diverter & improvements	
Dwight-California Intersection (Phase 1 ped improvements)	
Dwight-California Intersection (Phase 3 permanent median)	
goBerkeley SmartSpace Parking Pilot Project	
PROGRAMS & PLANS	
Bike parking	Delayed due to staffing
Development Reviews and Plan Checks	Baseline Services
Major Grant Funding Coordination/Liaison	Reduced service due to staffing
Micromobility	Baseline Services
Parking Services - off-street	Reduced service due to staffing
Parking Services - on-street (including residential permit parking)	Reduced service due to staffing
Parking services - residential permit parking	Reduced service due to staffing
Safe Routes to Schools Coordination	Reduced service due to staffing
Traffic Calming	Baseline Services
Traffic Maintenance	Baseline Services
Traffic Permits: disabled parking, oversized loads + block parties, traffic control plans, and special events	Baseline Services
Traffic Signal optimization	Baseline Services
Transit Coordination	Baseline Services
Berkeley Strategic Transportation (BeST) Plan Update	Delayed due to staffing
Vision Zero Action Plan Update	Delayed due to staffing
Bicycle Plan	Delayed due to staffing
GRANTS	
Grant application: Ala CTC FY24 CIP: Adeline Corridor at Ashby BART Station - preliminary engineering	Grant successful
Grant application: Ala CTC FY24 CIP: Bicycle Boulevard Crossings - design & construction	Grant unsuccessful
Grant application: US DOT Safe Streets & Roads for All: Vision Zero Ped & Bicycle Crossing Safety - design & construction	Grant unsuccessful
Grant application: US DOT Reconnecting Communities: Ashby Ave Vision Zero Safety Plan - study & conceptual design	Grant unsuccessful
Grant application: Caltrans HSIP Cycle 11: Protected Left Turns - design and construction	Grant unsuccessful
Grant application: US DOT Safe Streets & Roads for All Cycle 2 - 2023 Grant Application	Delayed due to staffing
Grant application: US DOT Reconnecting Communities Cycle 2 - 2023 Grant Application	Delayed due to staffing
Grant application: AHSC Grant Applications with HHCS Affordable Housing Projects	Ongoing
PROJECTS	
BART Ashby BART Transit Oriented Development	Ongoing
BART North Berkeley BART Transit Oriented Development	Ongoing
ACTC San Pablo Avenue Corridor Project	Ongoing
CalTrans/ACTC Gilman interchange	Ongoing
CalTrans/ACTC University/Ashby interchange	Ongoing
BART North Berkeley BART Access Improvements (NBAI)	In construction
MLK Vision Zero Quick Build Project	In construction
Southside Complete Streets	Award construction contract June 2023

ACTC Railroad Safety Enhancement Program (RSEP)	In design
Woolsey-Eton Intersection	In design
HSIP (Caltrans) Sacramento St Pedestrian Safety Project (beacons, markings) - design locally funded	In design
AHSC Connected Berkeley (Parker-Addison Mobility and Safety Improvements)	In design
AHSC Connected Berkeley (University Ave West Bus Stops)	In design
ACTC CIP Ohlone Greenway Modernization	Conceptual design
ATP: Addison Bike Blvd Extension - design & construction	Grant awarded by CTC in Dec 2022
7th and Anthony Intersection	Delayed due to staffing and funding
Ashby-San Pablo Intersection	Delayed due to staffing and funding
TDA West Berkeley Vision Zero Quick-Build	Delayed due to staffing
AHSC Maudelle Miller Shirek (Woolsey-Fulton Bike Blvd & Russell Crossings, South Shattuck and MLK Bus Stops)	Pre-concept
ACTC Washington Elementary Safe Routes (mini-grant) (drop-off zones with permeable pavers in landscape strip)	On hold
ACTC CIP Adeline (south of MLK)	Delayed due to staffing
ACTC CIP Telegraph corridor study & preliminary engineering (south of Dwight) (aka Telegraph Multimodal Corridor)	Delayed due to staffing
Addison Bike Boulevard Extension Project - ATP Cycle 6	Delayed due to staffing
Washington Elementary/Berkeley High School SR2S - ATP Cycle 6	Delayed due to staffing
Citywide Bike Parking - TFCA	Delayed due to staffing
BUDGET REFERRALS	
Claremont/Eton RRFBs	Starting design in July
Dwight Way Traffic Calming between Grant and California	Ongoing
E-bikes for City Staff	Ongoing
62nd & King	Delayed due to staffing
AB 43 (speed limit reform)	Delayed due to staffing
Durant/Telegraph Plaza, 12/14/2021	Delayed due to staffing
Parking Districts on Lorin and Gilman (DMND0003998)	Delayed due to staffing
Pedestrian safety where sidewalks not provided	Delayed due to staffing
BerkDOT, traffic fine & fee reform	Delayed due to staffing and funding
Telegraph Ave Project (spin-off from Southside Complete Streets, formerly Car-Free Telegraph)	Delayed due to staffing and funding
REFERRALS BEING WORKED ON AND/OR ON HOLD DUE TO STAFFING	
Bright Streets/refreshing markings around schools	Baseline Services
AC Transit: Durant Red Transit Lane Quick Build	In design
Intersection Daylighting	Incorporating into 5 Year Paving Plan
Adeline Street at Ashby BART Conceptual Design	Reduced services due to staffing
Transit First Policy Implementation	Delayed due to staffing
Vision Zero Action Plan Implementation	Delayed due to staffing
Hopkins Corridor Study & Conceptual Design (east of Gilman)	Pending further evaluation and direction
Hopkins - outreach, conceptual design, striping plan (west of Gilman)	Pending further evaluation and direction
REFERRALS NOT STARTED	
Expansion of Paid Parking (DMND0003994)	Not progressing due to volume of referrals and staffing
Residential Permit Parking (PRJ0016358)	Not progressing due to volume of referrals and staffing
Consider Caregiver Parking in Residential Shared Parking Pilot (PRJ0012340)	Not progressing due to volume of referrals and staffing
Parking Benefits District at Marina (DMND0003997)	Not progressing due to volume of referrals and staffing

Prioritizing pedestrians at intersections (DMND0002584)	Not progressing due to volume of referrals and staffing
Traffic Calming Policy Revision (PRJ0012444)	Not progressing due to volume of referrals and staffing
Public Realm Pedestrianization Opportunities (PRJ0019832)	Not progressing due to volume of referrals and staffing
Long Term Resurfacing Plan (PRJ0033877)	Not progressing due to volume of referrals and staffing
Referral: Measures to Address Traffic Enforcement and Bicycle Safety (PRJ0022671)	Not progressing due to volume of referrals and staffing
Oversized Vehicle Restrictions on Bicycle Boulevards (PRJ0022389)	Not progressing due to volume of referrals and staffing
Reviewing the GIG Car Share Pilot Program (PRJ0033768)	Not progressing due to volume of referrals and staffing
Referral: Develop a Bicycle Lane and Pedestrian Street Improvements Policy (PRJ0030862)	Not progressing due to volume of referrals and staffing
Green =on track/proceeding as planned	

CITY CLERK DEPARTMENT 2023 COUNCIL MEETING TIMELINE

COUNCIL MEETING	THURSDAY 12:00 PM - Day 33 - DEPT. REPORTS DUE TO CLERK	MONDAY 5:00 PM - Day 22 - COUNCIL MEMBER REPORTS DUE TO CLERK	THURSDAY 12:00 PM - Day 19 - AGENDA COMMITTEE PACKET TO PRINT	MONDAY 2:30 PM - Day 15 - AGENDA COMMITTEE MEETING	WEDNESDAY 11:00 AM - Day 13 - FINAL AGENDA MEETING (PRINT AGENDA ON WED.)	THURSDAY By 5:00 PM - Day 12 - COUNCIL AGENDA DELIVERY
Winter Recess [December 14, 2022 through January 16, 2023]						
Jan 17	12/15	12/27 (Tue)	12/29	1/4 (Wed)	1/4	1/5
Jan 31	12/29	1/9	1/12	1/17 (Tue)	1/18	1/19
Feb 14	1/12	1/23	1/26	1/30	2/1	2/2
Feb 28	1/26	2/6	2/9	2/13	2/15	2/16
Mar 14	2/9	2/21 (Tue)	2/23	2/27	3/1	3/2
Mar 21	2/16	2/27	3/2	3/6	3/8	3/9
Spring Recess [March 22 through April 10, 2023]						
Apr 11	3/9	3/20	3/23	3/27	3/29	3/30
Apr 25	3/23	4/3	4/6	4/10	4/12	4/13
May 9	4/6	4/17	4/20	4/24	4/26	4/27
May 23	4/20	5/1	5/4	5/8	5/10	5/11
Jun 6	5/4	5/15	5/18	5/22	5/24	5/25
Jun 13	5/11	5/22	5/25	5/30 (Tue)	5/31	6/1
Jun 27	5/25	6/5	6/8	6/12	6/14	6/15
Jul 11	6/8	6/20 (Tue)	6/22	6/26	6/28	6/29
Jul 25	6/22	7/3	7/6	7/10	7/12	7/13
Summer Recess [July 26 through September 11, 2023]						
Sep 12	8/10	8/21	8/24	8/28	8/30	8/31
Sep 19	8/17	8/28	8/31	9/5 (Tue)	9/6	9/7
Oct 3	8/31	9/11	9/14	9/18	9/20	9/21
Oct 10	9/7	9/18	9/21	9/26 (Tue)	9/27	9/28
Nov 7	10/5	10/16	10/19	10/23	10/25	10/26
Nov 14	10/12	10/23	10/26	10/30	11/1	11/2
Nov 28	10/26	11/6	11/9	11/13	11/15	11/16
Dec 5	11/2	11/13	11/16	11/20	11/22	11/22 (Wed)
Dec 12	11/9	11/20	11/22 (Wed)	11/27	11/29	11/30
Winter Recess [December 13, 2023 through January 15, 2024]						

VTO Affected Dates	Holiday Affected Dates	Religious Holiday Affected Date
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Reports not submitted by the deadlines listed will not be included on the agenda.

Updated 11/1/22