

**BERKELEY CITY COUNCIL AGENDA & RULES COMMITTEE  
SPECIAL MEETING MINUTES**

**MONDAY, NOVEMBER 2, 2020  
2:30 P.M.**

Committee Members:

Mayor Jesse Arreguin, Councilmembers Sophie Hahn and Susan Wengraf  
Alternate: Councilmember Ben Bartlett

**PUBLIC ADVISORY: THIS MEETING WILL BE CONDUCTED EXCLUSIVELY THROUGH  
VIDEOCONFERENCE AND TELECONFERENCE**

Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, this meeting of the City Council Agenda & Rules Committee will be conducted exclusively through teleconference and Zoom videoconference. Please be advised that pursuant to the Executive Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, there will not be a physical meeting location available.

To access the meeting remotely using the internet: Join from a PC, Mac, iPad, iPhone, or Android device: Use URL <https://us02web.zoom.us/j/87898323220>. If you do not wish for your name to appear on the screen, then use the drop down menu and click on "rename" to rename yourself to be anonymous. To request to speak, use the "raise hand" icon on the screen.

To join by phone: Dial **1-669-900-9128 or 1-877-853-5257 (Toll Free)** and Enter Meeting ID: **878 9832 3220**. If you wish to comment during the public comment portion of the agenda, press \*9 and wait to be recognized by the Chair.

Written communications submitted by mail or e-mail to the Agenda & Rules Committee by 5:00 p.m. the Friday before the Committee meeting will be distributed to the members of the Committee in advance of the meeting and retained as part of the official record. City offices are currently closed and cannot accept written communications in person.

**Roll Call:** 2:32 p.m. All present.

**Public Comment** – 2 speakers.

## **Review of Agendas**

**1. Approval of Minutes: October 26, 2020**

**Action:** M/S/C (Wengraf/Hahn) to approve the minutes of 10/26/20.

**Vote:** All Ayes.

**2. Review and Approve Draft Agenda:**

a. 11/17/20 – 6:00 p.m. Regular City Council Meeting

**Action:** M/S/C (Arreguin/Hahn) to request amendments from the author on Item 18 to modify the recommendation to a budget referral.

**Vote:** All Ayes.

**Action:** M/S/C (Hahn/Wengraf) to approve the 11/17/20 agenda with the revisions noted below.

**Vote:** All Ayes.

- *Item Added: Age-Friendly Continuum (Arreguin) – Councilmember Wengraf added as a co-sponsor; Scheduled for Consent Calendar*
- *Item Added: Hate Crimes Reporting (Arreguin) - Scheduled for Consent Calendar*
- *Item Added: Eviction Ban Amendments (Davila) - Scheduled for Action Calendar*
- *Item 1 Appropriations Ordinance (City Manager) – Moved to Action Calendar*
- *Item 17 Off-Street Parking (City Manager) – Scheduled for 12/1/20*
- *Item 18 Youth Listen Campaign (Davila) – Scheduled for 11/17/20 Consent Calendar pending revisions from author*
- *Item 19 Navigable Cities (Hahn) – Scheduled for 11/17 Consent Calendar*

Order of Items on the Action Calendar

Item 13 Elmwood BID

Item 14 Solano BID

Item 15 Camelia Street

Item 16 General Plan Amendment

Item 1 FY 2021 Annual Appropriations Ordinance

Time Critical Item: Eviction Ban Amendments

**3. Selection of Item for the Berkeley Considers Online Engagement Portal**

- None selected

**4. Adjournments In Memory – None**

## **Scheduling**

**5. Council Worksessions Schedule**

- Undergrounding moved to the Unscheduled list

**6. Council Referrals to Agenda Committee for Scheduling - Received and filed**

7. **Land Use Calendar** - Received and filed
8. **Discussion Regarding Impact of COVID-19 (novel coronavirus) on Meetings of Legislative Bodies**

**Action:** 2 speakers. The City Manager provided an update to note that she is assessing organizational capacity to support commissions. Further discussion is agendaized on November 10, 2020.

## Unscheduled Items

*These items are not scheduled for discussion or action at this meeting. The Committee may schedule these items to the Action Calendar of a future Committee meeting.*

9. **Commission Reorganization for Post-COVID19 Budget Recovery**  
**From: Councilmember Droste (Author), Councilmember Robinson (Co-Sponsor), Councilmember Kesarwani (Co-Sponsor)**

**Referred: June 15, 2020**

**Due: November 30, 2020**

**Recommendation:** 1. Reorganize existing commissions with the goal of achieving 20 total commissions; 2. Reorganize existing commissions within various departments to ensure that no single department is responsible for more than five commissions; 3. Reorganize commissions within the Public Works Department to ensure Public Works oversees no more than three commissions; 4. Refer to the City Manager and every policy committee to agendaize at the next meeting available to discuss commissions that are in their purview and make recommendations to the full Council on how to reorganize and address the various policy areas. Commission members should be notified and chairs should be invited to participate. Policy committee members are encouraged to consider the renaming of some commissions in order to ensure that all policy areas are addressed.

**Financial Implications:** See report

Contact: Lori Droste, Councilmember, District 8, (510) 981-7180

**Action:** Scheduled for the Action Calendar on November 16, 2020.

## Unscheduled Items

- 10. Amendments to the Berkeley Election Reform Act to prohibit Officeholder Accounts; Amending BMC Chapter 2.12** *(Item contains supplemental material)*  
**From: Fair Campaign Practices Commission**  
**Referred: July 28, 2020**  
**Due: January 29, 2021**  
**Recommendation:** Conduct a public hearing and upon conclusion, adopt first reading of an ordinance amending the Berkeley Election Reform Act, Berkeley Municipal Code Chapter 2.12, to prohibit Officeholder Accounts (See Section 18531.62. Elected State Officeholder Bank Accounts, Regulations of the Fair Political Practices Commission).  
**Financial Implications:** None  
Contact: Sam Harvey, Commission Secretary, (510) 981-6950  
**Action:** Continued to the next meeting under Unscheduled Items.
- 11. Relinquishments and grants from Councilmembers' office budgets**  
**From: Open Government Commission**  
**Referred: August 31, 2020**  
**Due: February 15, 2021**  
**Recommendation:** Adopt a Resolution creating a temporary advisory committee consisting of three (3) members each of the City Council and the Open Government Commission ("OGC") to enable discussion between the Council and the OGC to make recommendations governing relinquishments and grants from Councilmembers' office budgets.  
**Financial Implications:** None  
Contact: Sam Harvey, Commission Secretary, (510) 981-6950  
**Action:** Continued to the next meeting under Unscheduled Items.
- 12. Implement Protocols for managing the City Council Meetings on Zoom**  
**From: Councilmember Davila (Author)**  
**Referred: October 26, 2020**  
**Due: March 29, 2021**  
**Recommendation:** Adopt a Resolution with the following actions:  
1. Implement the following protocols and criteria for City Council Meetings held on the Zoom Video Conferencing service, which shall take effect upon adoption, as well as adding the following section to the City Council Rules of Procedures:  
A) Gallery view showing the list of all participants and attendees; B) Display the timer, during public comment on any item on the agenda, the timer for each speaker shall be displayed. The timer countdown shall start when the person starts speaking, and shall notify the speaker their time has exceeded the allotted time; but will stop when the speaker stops speaking. In the event of technical difficulties during a speaker presentation, the speaker time will stop and will resume when the speaker resumes speaking; C) Time yielded, in order to yield extra time to the current speaker, attendees speaking shall state the name of the person yielding their time prior to speaking, each person yielding time must be on the zoom as an attendee at the time, time is yielded; D) The designated meeting host shall keep track of a list and record attendees requesting to speak in the

## Unscheduled Items

order when they raised their hands for public comment. The list shall be presented on screen publicly that shows who raised their hand to speak on Zoom, how they were chosen and in what order; E) Notify speakers they have exceeded their time, and allow to complete their sentence and state you are moving on to the next speaker, prior to cutting the speaker off; F) Allow chat and reactions capabilities for attendees and participants; G) The chat should be saved and part of the public record.

2. Designate a third party community organization to host and manage the meeting with neutrality.

**Financial Implications:** See report

Contact: Cheryl Davila, Councilmember, District 2, (510) 981-7120

**Action:** Scheduled for the Action Calendar on November 16, 2020.

## Items for Future Agendas

- None

## Adjournment

**Action:** M/S/C (Hahn/Wengraf) to adjourn the meeting.

**Vote:** All Ayes.

Adjourned at 3:24 p.m.

I hereby certify that the foregoing is a true and correct record of the Agenda & Rules Committee meeting held on November 2, 2020.

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Mark Numainville  
City Clerk

## Communications

*Communications submitted to City Council Policy Committees are on file in the City Clerk Department at 2180 Milvia Street, 1st Floor, Berkeley, CA.*