



CITY OF OAKLAND
Mayor's Commission on Persons with Disabilities (MCPD)
Monday, March 20, 2017
5:30 p.m. – 7:30 p.m.
Hearing Room Four, Second Floor
One Frank H. Ogawa Plaza (City Hall), Oakland, CA 94612
For information call (510) 238-5219 (VOICE) or 711 for
California Relay Service

AGENDA

- I. Call to Order
- II. Roll Call
- III. Public Comments*
- IV. Commissioner's Announcements
- V. Chair Report; *Frank Sperling, Chair*
 - Honoring Thomas Gregory for Service as MCPD Chair in 2016
 - Welcome Hoang Banh to ADA Programs Division
- VI. Approval of January 2017 Minutes (**Exhibit A**)
- VII. Agenda Modification and Approval
- VIII. Staff Reports
 - A. Fiscal Year 2017-19 Budget Update; *Sherri Rita, ADA Programmatic Access Coordinator* (**Exhibit B**)

IX. New Business

- A. National Multiple Sclerosis (MS) Society Northern California Chapter Request for MCPD Participation/Sponsorship in April 22, 2017 Event; *Morgan St. Clair, Development Manager, Special Events, National MS Society, Northern California (Exhibit C)*
- B. City of Oakland Bike Share Program and Disability Access; *Sherri Rita; Carlos Hernandez, Bike Share Program Coordinator, Emily Stapleton, Motivate; Kara Oberg, Metropolitan Transportation Commission (Exhibit D)*

X. Old Business

- A. MCPD 2017 Ordinance, Goals, Objectives, Roles and Responsibilities **(Exhibits E-H):**
- Draft MCPD Goals, Objectives for 2017 **(Exhibit E)**
 - MCPD Ordinance Amendment **(Exhibit F)**
 - Staff Analysis **(Exhibit G)**
 - Roles, Responsibilities and Protocols **(Exhibit H)**

XI. Pending Agenda Items

- A. Housing and Community Development Update on Home Modification Funding
- B. Infrastructure Bond Update
- C. Tot Lot ADA Improvements Prioritization Criteria Update
- D. Taxi Program and Wheelchair Accessible Vehicles

XII. Adjourn

**NOTE: THE COMMISSION MAY TAKE ACTION ON ANY
ITEM ON THE AGENDA**

*Public Comments: To offer public comments at this special meeting, please register with Sherri Rita, ADA Programmatic Access Coordinator, before the start of the MCPD meeting at 4:15 p.m. Please note that the MCPD will not provide a detailed response to your comments but may schedule your issue for a future meeting. The MCPD Public Comment period is limited to 15 minutes and each individual speaker is limited to 5 minutes. If more than 3 public speakers register, however, then each speaker will be limited to 3 minutes. If more than 5 public speakers register, then each speaker will be limited to 2 minutes. Exceptions to these rules may be granted at the discretion of the Chairperson.



This meeting is wheelchair accessible. To request ASL interpreting, materials in alternative formats, captioning or assistive listening device, or any other disability related accommodation, please call Sherri Rita 238-6919 (V) or 711 (California Relay Service) at least three (3) business days before the meeting. Please refrain from wearing scented products to this meeting so persons who may experience chemical sensitivities can attend. Thank you.



CITY OF OAKLAND
Commission on Aging and
Mayor's Commission on Persons with Disabilities (MCPD)
Special Meeting
Monday, January 30, 2017

DRAFT Minutes

Part One: Regular MCPD Agenda

- I. Call to Order at 4:39 p.m.
- II. Roll Call (**Exhibit A1**)
- III. Public Comments
 - Ms. Hazel Weiss from the Berkeley Commission on Persons with Disabilities requested that the MCPD consider a sponsorship of the annual National Multiple Sclerosis Society's walk on April 22nd at Lake Merritt. Chair Thomas Gregory confirmed that the item would be on the next MCPD agenda for discussion.
 - Mr. Robert Prinz of the City of Oakland's Bicycle and Pedestrian Advisory Commission (BPAC) introduced himself and stated he was attending based on his interest in the bike share item on the agenda (Item IX.A.). He also announced that the City of Oakland's Department of Transportation is working with the BPAC on developing new design guidance regarding traffic controls around construction sites to improve bicycle and pedestrian access and ADA compliance. He directed the MCPD to www.OaklandBikes.info to review the draft guidance and invited the MCPD to comment prior to its formal adoption.

IV. Commissioner's Announcements

- Commissioner Sarah Garner announced that the date for the Faith and Disability Summit hosted by Allen Temple Baptist Church will be rescheduled, likely for August, and the new date announced soon.

V. Chair Report; *Thomas Gregory, Chair*

- Chair Gregory attended the Bike Share Stakeholders' meeting that took place on January 26th. He stated he was reporting on the meeting in lieu of under item IX.A. as Commissioner Garner was not able to attend the meeting and so would not have a report.
- Chair Gregory explained the basic structure of the program as providing for 30 minute rentals of bikes that are picked up and dropped off at docking stations.
- The January 26th meeting attendees identified questions and issues that will have to be addressed if persons with disabilities are to be able to participate in bike share, including but not limited to: what is the need/desire for bike share as a transportation option among persons with disabilities; the variation among adaptive cycles and the needs of cyclists with disabilities; safety; storage of mobility devices; need to modify time limits; and responding to equipment failures.
- Chair Gregory also announced that Elise Bernstein is no longer serving on the MCPD.

VI. Approval of Minutes (**Exhibit A**)

- Moved by Chair Gregory, seconded by Commissioner Brian Harrington, approved unanimously.

VII. Agenda Modification and Approval

- Chair Gregory moved to modify the agenda to reflect the discussion of item IX.A. took place under the Chair's Report; seconded by Commissioner Harrington, approved unanimously.

VIII. Annual Election of MCPD Officers; *Christine Calabrese, City ADA Coordinator*

- Frank Sperling was nominated on first call and accepted the nomination for Chair.
- No additional nominees were named on second or third call.
- A voice vote of each commissioner present nominated Frank Sperling as the MCPD's Chair for 2017 unanimously (*see Exhibit A1*).
- Aaron Zisser was nominated on first call and accepted the nomination for Vice-Chair.
- No additional nominees were named on second or third call.
- A voice vote of each commissioner present nominated Aaron Zisser as the MCPD's Vice-chair for 2017 unanimously (*see Exhibit A1*).

IX. Old Business

- A. Bay Area Bike Share Update; *Rev. Sarah Garner, Commissioner (see Chair Report, item V., above).*
- B. ADA Tot Lot Capital Improvement Project Prioritization; *Christine Calabrese, City ADA Coordinator (Exhibit A3)*
- Ms. Calabrese reviewed the City's standing policy regarding the requirement of installing poured-in-place surfacing when making tot lot improvements, and the ADA Programs Division's and MCPD's history of approving the use of the annual On-Call ADA Capital

Improvement Project (CIP) funds (\$252,000 per year) towards ADA improvements not scheduled or required under other City capital improvement projects.

- As such, the Division allocated \$60,000 of the Fiscal Year 2016-17 On-Call ADA CIP funds to the Astro Tot Lot Project, which was being fast-tracked in order to take advantage of a time-sensitive grant opportunity sanctioned by City Council. The project did not otherwise have the ability to provide for the rubberized, poured-in-place surfacing the City has required for tot lot safety and maximum accessibility.
- In response to the MCPD's request to ensure that tot lot ADA improvements are prioritized based on equity criteria and Ms. Calabrese presented the proposed criteria staff developed to assess neighborhood, tot lot, and potential tot lot user characteristics and the prioritization methodology. **Exhibit A3.**
- Staff to return to report on additional neighborhood characteristics regarding eligibility for free or reduced price lunch program (not just enrollment) and the number of school-aged children in affordable multi-family housing by zip code, and incorporating other suggestions made during the discussion regarding path of travel criteria weighting

C. MCPD Post-Retreat Wrap-Up

- Chair Sperling confirmed that at the February 27th meeting, the MCPD would review the draft MCPD enabling ordinance amendments, the MCPD Roles, Responsibilities, and Protocols document, and wrap-up the discussion around the goals and objectives and committee structure as proposed at the December 2016 retreat.

X. MCPD meeting adjourned at 5:40 p.m.

Part Two: Special Joint MCPD and Commission on Aging Agenda

I. Called to Order at 5:50 p.m.

II. Alameda County Transportation Commission (ACTC)
Mobility Needs Assessment of Senior and Disabled
Communities in Alameda County; *Naomi Armenta, Nelson *
Nygaard Consulting

- Ms. Armenta reviewed the goals of the ACTC Mobility Needs Assessment using a PowerPoint Presentation that was included as Exhibit B to the agenda packet.
- She explained that the ACTC's mission is to plan, fund, and deliver transportation programs and projects that expand access and improve mobility in Alameda County.
- She provided an overview of funding sources, including Measures B and BB. She explained that Measure BB is going to provide for a total of \$8 million over the life of the measure, with 10% earmarked for East Bay Paratransit. Three percent of the funds are earmarked for cities, and an additional 1% is for discretionary projects.
- She explained that with the doubling of funding through Measure BB, the increase in the number of persons with disabilities and seniors, and the emergence of new transportation options such as Transportation Network Companies (Uber, Lyft, etc.), it is timely that current needs, trends, and opportunities be examined.
- Ms. Armenta provided an overview of the various transportation programs operating in Alameda County

for persons with disabilities and seniors and related resources.

- Ms. Armenta invited the public to attend the February 27, 2017 meeting of the ACTC at 1:30 p.m. for the final report presentation. The meeting will take place at the ACTC's offices at 1111 Broadway, 8th Floor, Oakland.
- A full transcript of the public comments that followed Ms. Armenta's presentation is attached as **Exhibit A4**.

III. Public Comments (**Exhibit A4**)

IV. Adjourned at 6:59 p.m.

EXHIBIT A.1 for Attachment to Minutes of Event Date
City of Oakland Mayor's Commission on Persons with Disabilities
Meeting for January 30, 2017

**COMMISSIONERS
 ROLL CALL**

Meeting Start: 4:29
 Meeting End: 6:59
 Quorum Established Yes
 Number Voting Members Present 7

	Present	Excused Late	Arrive Late	Leave Early	Absent	Excused	Non-voting status
Chairperson Thomas Gregory	✓						
Co-Vice Chairperson Aaron Zisser	✓						
COMMISSIONERS							
Caleb Van Docto	✓						
Brian Harrington	✓						
Jian Hong	✓			✓			
Danielle Roundtree		✓					
Brandon Young		✓					
Frank Sperling	✓						
Sarah Garner	✓						
Vacant							
Vacant							
Staff: Christine Calabrese, ADA Programs Division Manager				✓			
Sherri Rita, ADA Programmatic Access Coordinator				✓			
Interpreters:							

EXHIBIT A.2 for Attachment to Minutes of Event Date

SIGN IN SHEET

Mayor's Commission on Persons with Disabilities
and
Special Joint Meeting with the Commission on Aging
Monday, January 30, 2017

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Jefrod Hayes			
John Garrett			
Lewis Kraus			
Vincent James (interpreter)			
Catherine Callahan			ccallahan@ci1berkeley.org
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Naomi Armenta			
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Oakland Public Works
ADA Programs Division
Design, Engineering & Construction

Memorandum

Date: January 31, 2017
To: Mayor's Commission on Persons with Disabilities (MCPD)
Attn: Thomas Gregory, Chairperson
From: City ADA Coordinator
RE: ADA Tot Lot Capital Improvement Project Prioritization

SUMMARY

This report provides proposed new and revised criteria for selection of locations for improvement under ADA tot lot capital improvement projects.

BACKGROUND

In June 2016, the Commission passed a motion without objection approving a staff recommendation to allocate the entire FY 2016-17 On-Call ADA Capital Improvement Project budget of \$252,000 to a tot lot capital program, and directed staff to return with updated tot lot prioritization (project selection) recommendations.

Major ADA capital improvement projects are allocated and approved by the Oakland City Council during the City's biannual budget process. These projects provide physical access to City buildings, facilities and public streets and sidewalks for persons with disabilities by removing architectural barriers identified in the City's federally mandated ADA Buildings and Facilities Transition Plan (1996) and Curb Ramp Transition Plan (2009) and by increasing programmatic access for people with disabilities to the built environment.

These projects are commonly used to fund ADA improvements not scheduled under other City capital improvement programs and to complete physical access projects arising from disability discrimination claims against the City. These projects are not intended to cover routine ADA compliance requirements for scheduled capital improvement projects.

While current state and federal accessibility regulations still allow for loose fill (engineered fiber, sand) at new and renovated play areas, the City's long-standing policy is to install monolithic rubber play surfacing. The ADA Programs Division in concert with the MCPD has, therefore, established a pattern of practice of using transition plan funds to pay for monolithic rubber surfacing under City tot lot improvement projects.

In August 2016, after informing the Commission chairperson, the City ADA Coordinator allocated \$60,000 to the fast track Astro Tot Lot KaBoom! Project for the installation of poured in place rubber surfacing. The August 2016 MCPD meeting was cancelled preventing staff from gaining approval from the full body of this project expenditure.

EXHIBIT A3

In October 2016, ADA Programs and Oakland Public Works Project Delivery staffers updated the Commission on the Astro Tot Lot project and the development of ADA tot lot project selection criteria that address Commissioner’s stated concern that equity-based datasets be taken into account when selecting tot lots for improvement.

PROPOSED NEW OR REVISED PROJECT SELECTION CRITERIA

The following proposed new or revised criteria for selection of locations for improvement under ADA tot lot capital projects was prepared by ADA Programs and Oakland Public Works Project Delivery staff for MCPD review and comment. (See **Exhibit C** for full draft matrix.)

Table 1: New Equity Criteria

Socio/Economic Characteristics			
A	B	C	Total
#Kids 0-12 Yrs Utilizing Regional Center Svcs. (1-3pts)	Proximity to ? (0 or 3pts)	Free/Reduced Lunch (1-5 pts)	(max 11 pts)

Scoring Legend:

A. REGIONAL CENTER

- Serves >150 youth 3 pts
- Serves 50-100 youth 2 pts
- Serves <50 youth 1 pt

Source: CA Dept. of Developmental Services (see Exhibit A)

B. PROXIMITY

- Yes < 1 mile 3 pts
- NO > 1 mile 0 pts

Source: To be determined

C. FREE/REDUCED LUNCH

- 82.6%-84.6% 5 pts
- 79.4%-82.5% 4 pts
- 61.7%-79.3% 3 pts
- 19.6%-61.6% 2 pts
- <19.6% 1 pt

Source: 2015 Oakland Unified School District Strategic Regional Analysis (see Exhibit B)

Table 2: Revised ADA Path of Travel Assessment

ADA Path of Travel				
A Path of travel to site from PROW (1-5 pts)	B On-site path of travel to tot lot (1-5 pts)	C. Is tot lot served by an accessible restroom? (Y=3 pts; N=0 pts)	D. Is tot lot served by an accessible drinking fountain? (Y=3pts; N=0 pts)	Total (max 16 pts)

Source: As determined by a qualified subject matter expert

Scoring Legend

A. Path to Site from Public Right of Way (PROW)

Excellent	5 pts
Very Good	4 pts
Good	3 pts
Fair	2 pts
Poor	1 pt
No PROW Improvements	0 pt

B. On-site Path to Tot Lot

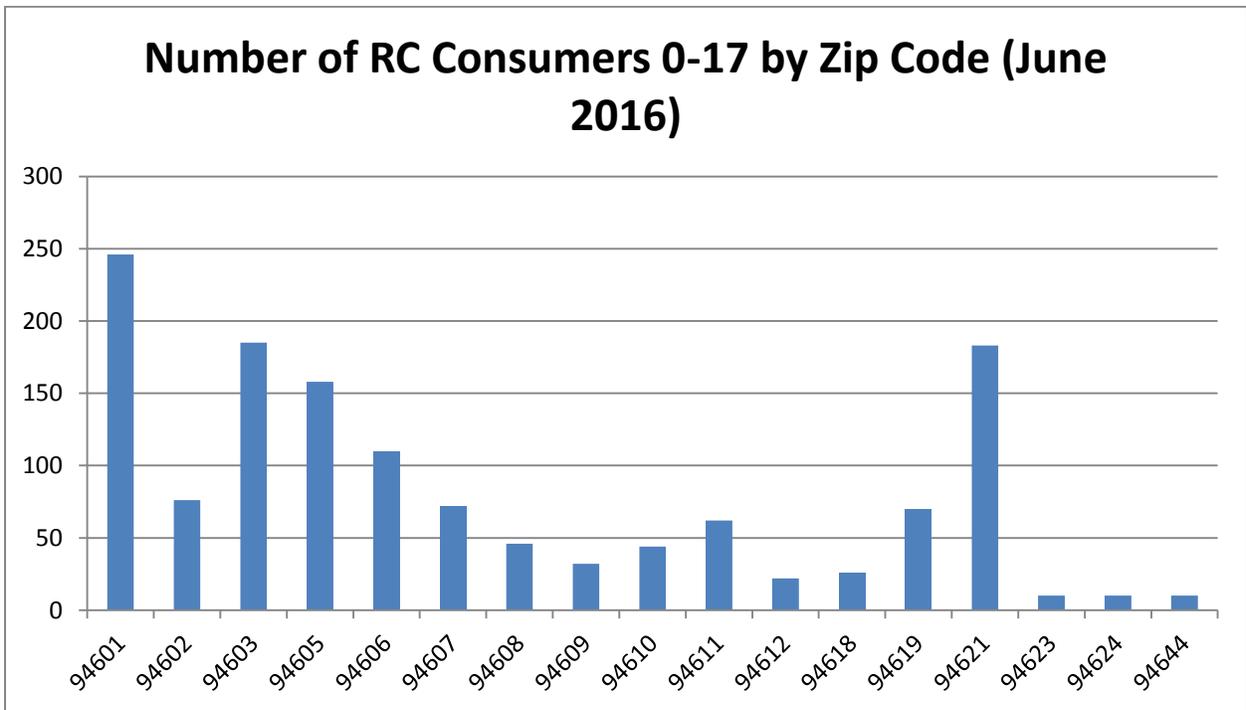
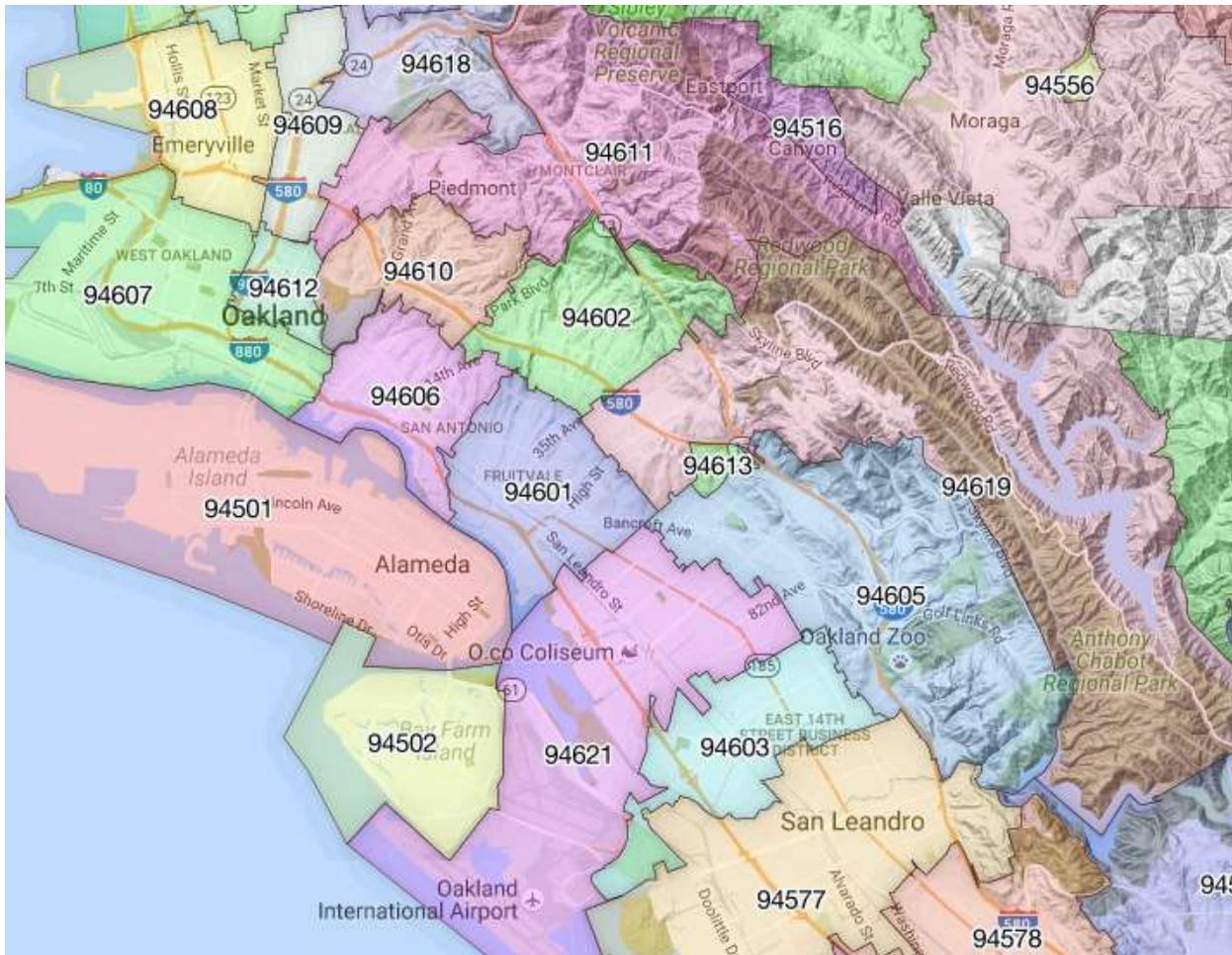
Excellent	5 pts
Very Good	4 pts
Good	3 pts
Fair	2 pts
Poor	1 pt
None	0 pt

Table 3: Revised Equipment Condition Assessment

Play Equipment Assessment			
A Brand (2014)	B Installation Date	C Condition	D Equipment meets required # ADA play features? (Y=3pts; N=0 pts)

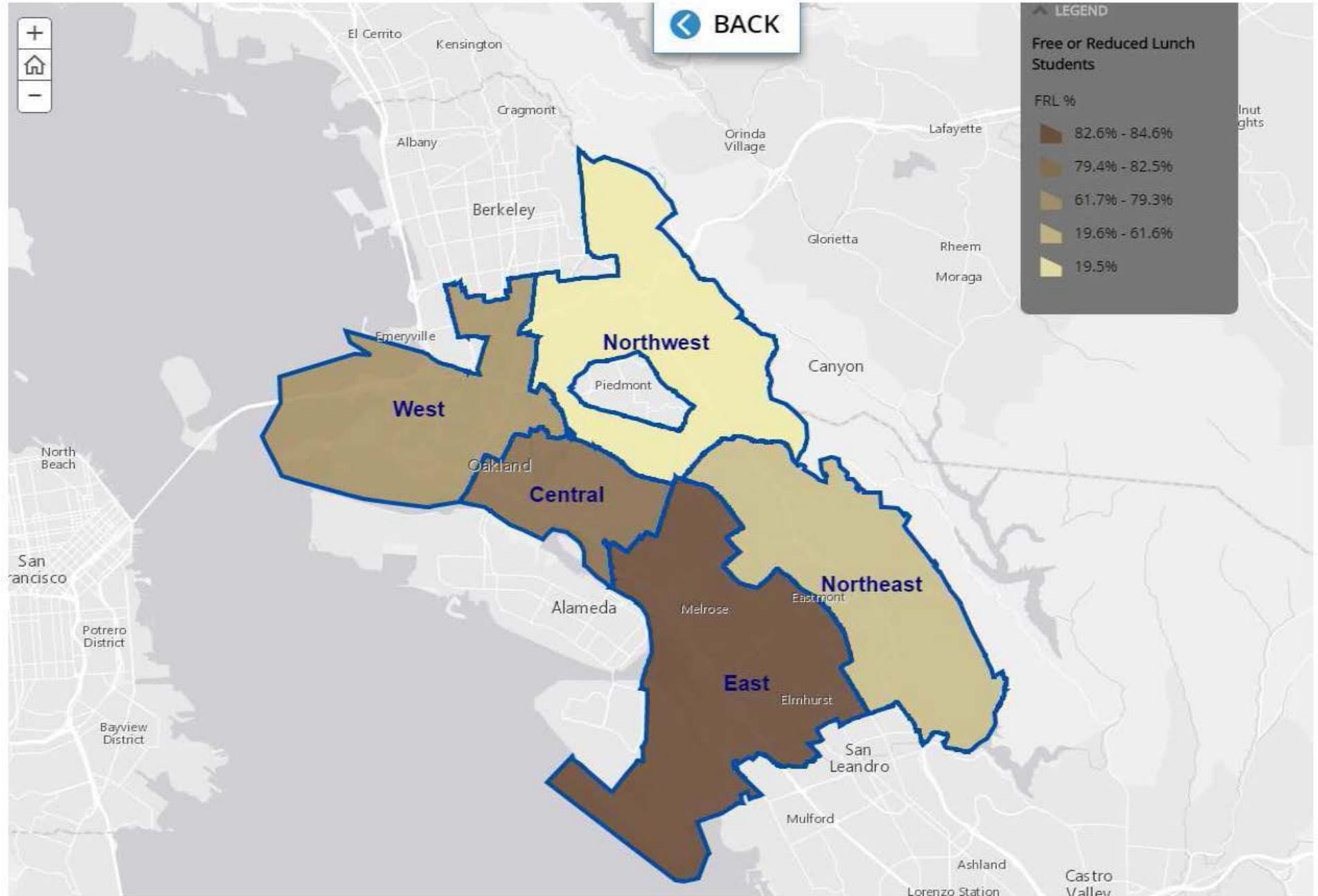
Source: As determined by a qualified subject matter expert

ADA Tot Lot Improvement Project Neighborhood Characteristics: Regional Center Consumers aged 0-17 by Residence Zip Code



<http://www.dds.ca.gov/FactsStats/Home.cfm>

ADA Tot Lot Improvement Project Neighborhood Characteristics: Free or Reduced Lunch Program Participants by Region



ADA Tot Lot Prioritization
Updated: 1/24/17

Council District	Playground Location	Address	Neighborhood Park (NP) or Magnet (M)	Facility Use Rating (Low, Medium, High)	Tot Lot Square Footage	Cost Estimate for upgrades (Construction costs only)	Notes for Cost Estimate	Socio/Economic Characteristic				ADA Path of Travel				Surfacing Assessment					Play Equipment Assessment						
								#Kids 0-12 Yrs Utilizing Regional Center Svcs. ¹ (1-3pts)	Proximity to ² (0 or 3pts)	Fees/Reduced Lunch ³ (1-5 pts)	Total (max 11 pts)	Path of travel to site from PRDW ⁴ (1-5 pts)	On-site path of travel to tot lot ⁴ (1-5 pts)	Is tot lot served by an accessible restroom? (Y=3 pts; N=0 pts)	Is tot lot served by an accessible drinking ftn? (Y=3pts; N=0 pts)	Total (max 16 pts)	Notes	Surfacing Type	Date last known re-surface	Tot Lot has concrete boundary? (Y or N)	Surfacing Condition (Sand-full or partial, Poor, Fair, Good)	Notes	Brand (2014)	Date last known renovation	Condition	Equipment meets required # ADA play features?	
1	Colby Mini Park	61st & Colby Street															PIP and sand			sand			Landscapes				
1	Dover Park	5707 Dover Street															PIP			fair			Game Time				

January 30, 2017 Mayor's Commission on Persons with Disabilities and
Commission on Aging Special Joint Meeting Regarding the Alameda County
Transit Commission's Mobility Needs Assessment of Senior and Disabled
Communities in Alameda County
Transcript of Public Comments

We'd like to open it up to the public. It's kind of crowded here tonight, so let's see if we can try to move across in sections. If we miss you, I'm going to come back. So don't worry about that. For those who are comfortable coming up to the microphone, we'd appreciate that so we can all here what everybody is saying. If not, feel free to speak from where you are seated

>> I can take the microphone over too.

>> Or we can do that. Naomi, I do have one question for you. Just for clarification on the kind of input that you're looking for tonight, a lot of what you talked about, and we go back to the issues that were already addressed, you don't have to do that. Most of them were involved around mobility. You have one bullet called information. But information I think is a really big umbrella, and correct me if I'm wrong on this. It could possibly include improvements to the website, a smart phone app, as well as issues with people who have disabilities, not mobility related. Whether it be vision, communication, or whatever. You want input on all of that, don't you.

>> Yes. We want a little bit of all of that. For instance, people being concerned about requirements of technology to access information. If they can't use or can't afford a smart phone. Also, if

people have cognitive or mental health issues that block their access to information also. So information I mean in a very broad sense.

>> Great. Thank you. Thomas, why don't you go ahead.

>> What are the reasons --

>> I'm sorry. We always forget. If we can somehow share our micro phones because of the size of our audience tonight.

>> What are some of the reasons why a person who would not be able to available themselves a paratransit would benefit from a volunteer driver program.

>> Well, generally we're seeing the volunteer driver programs being used for seniors because the volunteers generally do not have accessible vehicles. We have seeing it for ambulatory folks. We are using it for seniors who need assistance all the way through the door at the doctor's office and somebody to wait with them, and then page them back.

>> Or somebody to take them to the pharmacy on the way home, or to take somebody to the grocery store help them get their groceries take them back inside and put them away. These are all things that most of our versions of paratransit or taxis cannot do.

>> Over here, is there anybody in the general area with questions or comments? Again, we're going to come back so don't worry about it. Maybe in the middle? There's no official markers. But yes. Come on up. And if you could state your name we appreciate that. Thank you.

>> Thanks for great presentation. My name is Jessica Layman. I have a few comments about concerns about accessible transportation for

myself, and things that I hear from other friends in senior disability communities. I'll try to go through them quickly, because there's a lot. One is about accessible taxis that's been an ongoing issue. We all need to be able to have enough accessible taxis available and have them at all times to we can count on having that. Even for those of us who have low income, who may not take it regularly, but if someone gets stranded or needs a ride home from the hospital. We are seeing that problem of the lack of taxis getting work because of TNC's like Uber and Lyft. I don't know if folks know there was a newspaper article recently in San Francisco about one of the main providers for taxis, Luxor cabs, actually not being able to afford providing accessible transportation anymore because of the impact on their business. So I don't want to see anything like that here in Oakland. I have an issue with disabled parking, which didn't come up, but obviously, it's an issue. I am fortunate enough to have an accessible van with a side ramp. And I've noticed that recently, well in the last few months, on Telegraph, protected by planes were put in I think all the way to Graham, maybe. And that means there is no parking that I can use there anymore. I don't see any disabled space and even if there were, those are often taken. I used to look for street parking there all the time, and the buffer is not wide enough for a ramp. So that actually seems like a huge violation, that a massive amount of accessible parking was eliminated.

And the last issue I wanted to bring up, you mentioned ride share to get around, which I understand. And they have a plan to get rid of the accessible vehicles. I think that's an issue where we need cities and counties really to step in and say, wait a minute, we can't go back

there. The ADA does not allow us, as businesses, to get rid of accessible transportation. It was a great service that the City Car Share had. I certainly used their vans a couple of times. I have a lot of friends that have done the same, and we need to make sure that is still available.

Thank you.

>> Thank you, Jessica. Anybody else in this middle section?

Yes, sir

>> Echoing what Jessica just said about City Car Service, it has filled a gap that no other transit has filled for me in terms of taking trips at unexpected times, unexpected hours, as well as I've used it to go with friends and family to go down to the Bay, down to Monterey. These are things that there is no other way to get to. Paratransit won't carry you that far. Public transit doesn't get you where you need to go. There are very few options for the kinds of transportation. And so the fact that we've now lost all of those city cars is a big concern to me. I also want to talk very briefly about taxis. I know we're going to have an in-department discussion about that in February. But when I talked to Sherry at the beginning of the month to ask about the number of cabs that were on the road, because I had observed that there was a problem getting these cars. It took quite something to find out how many cabs we had available in the city, accessible or not. It took more digging to find out how many of them were accessible and as an advocate for open data, and as somebody who thinks open data is a powerful tool for citizens, I'm wondering why it is that statistics about vans and how many are out there when they are provided it not public. And not public as in ask somebody but public as in on the website. That's a big concern of mine.

>> Thanks. And I don't know if everybody saw it when you first came in. There is a signup sheet. We would like to sort of keep track of -- just to get a sense for participation. So if you haven't had a chance to fill that out we'd appreciate that on your way out. Anybody else over here on the right? My right. I promise not to forget you guys. I'm coming back over here. Yes, sir. Come on up. And if you could state your name, we appreciate it.

>> My name is Adam Toker. I work with a community based state program and some of our clients use paratransit. I have had some kind of unfortunate experiences with the program. Our clients have been left unattended that have severe disabilities, and need 24-hour support. We've had ride cancels without advance notice. I feel like the way that the company and making reservations could be easier. Maybe it could be booked online.

>> Yes.

>> And being able to be booked with less than 24-hour notice would be great too. Those are just some of my concerns.

>> And do you mind telling me which state program?

>> I work with the East Bay Innovations.

>> Okay and is that the East Bay Paratransit?

>> Yes.

>> Thank you.

>> Thank you.

>> What was your company?

>> East Bay Innovations.

>> Oh, okay.

>> Thanks Adam. Anybody else? This is now open to anybody who would like to provide any input. Any other folks?

>> My name is Joe Olsen. I wanted to say I am fairly new. I suffered a stroke two years ago, and I spent the whole first year in my pity party, so I didn't go anywhere or use any transportation. But now that I have, I noticed that there's a lot of come complaints about East Bay Paratransit. Now I've had some unfortunate accidents, usually it was due to my own mistake. I missed my bus. They left me, and I had to get somebody to come get me, but it was my fault. I just wonder where they come from. You know, I think when you run a program like that, there's going to be -- I mean the city buses, they're supposed to show up at 905 and they show up at 915. It's going to happen.

>> Wait. That happens?

>> It's just going to happen and I don't think you can fault anybody for that. That's just the way it is. I'm just trying to wonder where all of these complaints come from. Everybody's complaining about East Bay Paratransit, and they've been really great with me. I appreciate them.

>> I don't know if you have any -- thanks Joe. I'm going to take that's as a compliment. And I think that's very important that this is to provide input so that all of the transportation folks can ensure that they have the best possible service. And that doesn't mean just listening to things that are wrong. But I'm sure you want to hear what's going well as well, so we can continue to do those good things.

>> May I just say, one Sunday I used them to take me to church. And they showed up an hour late. But things like that happen. You know,

I didn't go to church that day of course. But that happens. So I'm trying to understand where the complaints come in.

>> Sure. Sure. Well, for you, waiting an hour, your patience is wonderful. I wish I had your patience.

>> Before the stroke, I didn't have that. I learned patience really.

>> Thanks, Joe.

>> I was flaring my nostrils but you didn't see me. So my name is Jan Garrett, and this comment is actually as a person with disability who uses a lot of different types of transportation. I'm also here on behalf of the ADA Center, who I work for. But me personally, another issue, and I don't know how much Alameda County and BART can work together, but the elevators at BART are a big problem. And not only in being out of service but in being filthy. I think -- and BART stations in general, you know outside the elevators. So I think that if we could somehow work with BART on that issue. One thing I know is that they actually cut back on the system service personal recently. And they're having to serve multiple stations, including 12th Street, and sharing with other stations that are very large and very difficult to maintain. I think the more they cut back on that the worse it is for people with disabilities. The other thing that's difficult sometimes both on us and BART, is room. Having space to get in. I love that fact that people are taking public transportation. I think it's wonderful. It's also starting to create an accessibility gap for people in chairs and people who are blind and try to go make their way in, people who are using canes, and walkers, and all kinds of other equipment, and that it is so crowded it is

difficult to actually take the transportation. So some way of being able to increase some capacity would also be great.

>> Thanks, Jan. Ma'am, with the yellow sweater.

>> You need to take the microphone to her.

>> We'll bring you a microphone.

>> I'd rather be up here. Standing is okay. I'm Sheila Gun Christian, and I'm sorry I'm late. I fight multiple battles and multiple facet's at all times, and I swear it never ends. I totally want to echo Jan's comments. And if I had three thumbs, I would three thumbs up it.

>> Sorry. I said you've got more than me but that's okay.

>> Well, yeah, I've got one and a half. I have cerebral palsy in my right side, so -- which brings me to I also want to dovetail in at her comment, I can't do stairs. My left knee has arthritis. There are times of the year when I do the three flights of stupid stairs at a BART station. Then, later in the day, I can't walk. My knee won't hold up. So I look -- and I get it. I get nonvisible disabilities now. I get it. I kind of had it before, but I get it. Because I'm standing and I've literally had people say to me, I didn't think that someone who could stand would ever have problems with stairs. And I just kind of gave them a dirty look like, I can't help you. And the problem that I have at BART is that I -- and I thought this wasn't -- I wasn't sure what this meeting was about. I just got a quick text from a friend saying go over there. So thank you for having us. And I need to get over here more often. My problem is that whenever I need to go one way, all of BART's escalators are going the other way. And it seems that I keep getting the excuse well we're 40 years old we're 40 years old. I'm 45. I mean, so I'm just kind

of like, there needs to be more thought given to this and when stations are 3 or 4 blocks long, it's not even reasonable. Another thing with my feet, I'm also diabetic and my right foot loves to get blisters. I can't walk and walk and walk and walk and walk and walk around and around and around and around and around finding a freaking escalator. I want to go home. And we've placed Measure RR. I understand that that was only November. But I don't want to hear that BART doesn't have money, and I don't want to hear how great the new stations are, because they aren't that great. It's a place where I can't even hear myself think when I get off the BART. Imagine if you're cited, if you're in a nice room with the lights are where you need them to be at a comfortable level, and all of a sudden you walk out and a blaring light is in your face right here, right now, and you just stand there and you're just dead blind for like five minutes going, WTF. I don't know where I am, what am I doing. This is how Dublin/Pleasanton Station is. This is how Castro Valley is. This is how MacArthur is. Some of these stations are the newest in the BART system. But they didn't have sound walls built into them. I don't know if I'm digressing or not, but these are transportation issues. I do live in Oakland. I've lived here a year and a half, and I go everywhere. I design my own jewelry and I go to this Castro Valley store all of the time. I take the Uber from Mayfair, because I want my sanity. I take Ubers a lot, but there are a lot of Uber drivers who don't speak English, and so as a person who is blind I literally whip out my own phone, and my own GPS, and when they're off the course I'm like wait, no. And it's frustrating because I can't communicate. So I am ambulatory, but I would like -- I'm going to start talking to Uber about this. I need to talk to

Lyft about it. Lyft's rating system in their path isn't accessible. It goes on and on and on. It never ends. Sorry.

>> Sheila, thank you so much. I appreciate it.

>> I hope it was on topic.

>> Absolutely. Thank you. Let's see, any other folks in the audience wanting to provide some input tonight? Feel free to come on up.

>> Hi. I'm Nicki Brownbooker, and I'm a Oakland resident. I literally live two blocks away from here. I'm also the executive director of Easy Does It, which is a nonprofit from Berkeley that provides transportation from Berkeley Paratransit. And so I want to talk about a few things. One, at Easy Does It, we literally get calls every single day from Oakland residents because there is not enough adequate transportation services. They can't -- if they're in a wheelchair, there isn't really access to Lyft or Ubers. Very limited access. So people will call us and see if they can get a ride. Mostly to doctor's appointments, and to go see their social workers. Something that's within the city of Oakland. We get lots of calls from people wanting them to take them to IHSS, and there just aren't enough transportation services out there. We are bound to within a mile of the city limits, because we're funded by the city of Berkeley. If we had funding through Oakland, we could go farther and we would definitely be able to serve more residents.

And aside from us being a resident of Oakland, parking is just a really terrible problem. I've live in downtown for over a year and I have paid over \$800 worth of parking tickets. It's really ridiculous. Even with my placard I get tickets for street cleanings. There are times when I don't have an attendant that can move my car so I just have to eat the

money and pay the tickets, because there are no real programs for people who can't move their vehicles. And they don't have the means to do that. And there's the sidewalks are really bad so it's like I have issues with having to go into the street in order to get to a curb that I can get up on the curb from. And there's just -- I think one other really key issue is the lack of alternative types of transportation. When City Car Share existed, then I would do that. But for some reason we often referred clients to City Car Share, and even Easy Does It used it as a backup system at times. But now that that doesn't exist, there's really no other system in place. A lot of the other transportation systems are way too expensive. We've had quotes from other services for up to \$200 to take someone to a doctor's appointment from within a five-mile distance from Berkley to Oakland. So some really key issues that really need to be addressed.

>> Great. Thank you so much. I appreciate it

>> I have more to say but I want to do it after everybody he is.

>> Why don't you just go ahead? Feel free to jump right in.

>> I'm back. I just whacked myself in the head. Maybe that's an omen. Anyway, the other thing I forgot to mention, she brought up parking and it made me think. Two things, one, I was crazy enough, it was really fun though, I was crazy enough to go to the Oakland Women's March. I was even crazier to go via Uber. And the reason I went via Uber is because I was running late and I said, with buses, this was a start and I'm on the 20, 21 line. They're actually decent. I picked where I live because of transportation. I get the 20, 21, 39, ask the 339 which I can

never figure out but that's like the surprise you know corn if you get lucky you get the 339. But I was running late, and I thought, you know, if I take something down from almost Fruitvale, at the freeway at MacArthur to BART and then have to go over on BART, I'll be later than if I take an Uber. If I'll be late any way but at least if I take an Uber, I'll get there. Not a snowballs chance. They had things blocked off for five blocks from where I wanted to go. The closest we managed to get was three blocks. I mentioned that we were listening to KCBC, we were trying to figure it all out. I had a guy that at that time who spoke English. It wasn't his fault. God bless his stripes he was patient with me and with the situation. Because I was like go right, you know, and what's the point of being in a car. A car is supposed to be faster. That's what cited people tell us all of the time, and the whole world is built around affordable cars. Well, not that day. So that's one thing. And I don't know -- I mean that was a special situation.

But Downtown Oakland is a B with an itch when it comes to an Uber dropping me somewhere and actually, I need the Uber to drop me at the door. And that doesn't happen, and I don't want to use paratransit. I can, I'm eligible, I have it, but for a couple dollars more I can have my own schedule and it's worth it if one has that money. And I don't always. It's a blessing that I now have it. The other thing I wanted to bring up is the shuttle at MacArthur BART is insane. If you are blind, you are to stand somewhere in a whole block of a street and run up and down, up and down, up and down. Every time you hear something bigger than a car coming by. If you're wanting to go to a Kaiser, and want to go to the pharmacy and you don't care which one, that's one thing. But if you actually need

the one that doesn't run very often and which seems to be the places I always have to go, it's really, really frustrating. And I've talked to Kaiser about the parking, and the street parking where someone can just leave their car for a minute and walk into the door and then get back in your car and not be penalized. There's none of that. And Kaiser blames Oakland, and of course Oakland will probably blame Kaiser. I don't care, just straighten it out. Because I need it. And I just learned recently of a little-known place in Kaiser called Patient Advisory Committee or something. And I just heard about it the other day. So I'm really sketchy on details, but I'm definitely going to find them and bend their ear. There's a lot more issues with Kaiser than I would ever have time to talk about here. But as far as transportation is concerned, getting to Kaiser is the issue. Getting out of Kaiser isn't too bad. But Piedmont building at Kaiser needs a shuttle. And they don't have one. And member services will take your come complaint and be very nice about it, but nothing ever gets done. So maybe if you guys squeeze them from the other side maybe it will. But I am a Kaiser member and I have to go there. So thanks. I'm sorry.

>> Thanks again. Appreciate it. Anybody else in the audience.

>> My name is Arnold, and there are a couple of things that I wanted to talk about. Probably the most pressing is the fact that my friend that lives in Alameda who is in a wheelchair, more severe than most, and paratransit can't accommodate her. In fact, we can't find anyone who can move her. Just if she needed to go on an outing, to go to Lake Merritt to feed the ducks or anything. And I was just wondering if there was at least some company that had a wide lift or a wide ramp or

something to accommodate her. So that's one of the things. Another thing is that the area -- the streets between the freeway and between probably 5th and Fruitvale, at least that area, I don't know how to get to those places except through paratransit. I was just -- you know, if we were talking about mobility, maybe we could get a bus line to go up and down the Embarcadero. The next item is, I do want to talk about AC Transit. Because for the longest time it was the only way I could get around. And I was so thankful to every driver that came from paratransit because that was the only way I could get around. Otherwise, I would be stuck at home.

I've always known that I could take BART if I could get there. And just in the last maybe six months, I would again try to get on AC Transit. I will say that I am so appreciative of what I call the AC Culture. No matter what's happening outside of the bus, when you come on to the bus the driver says something nice to you. The people, as they're getting off the bus, thank you, Driver, thank you. And the driver's most of the time respond well. And in my case, now I've got a larger than anybody else's power wheelchair here. And so I would think that the driver's saw me sitting at the street at the bus stop that they'd go oh, my gosh. We're going to be spending too much time here or how is he even going to get it on. But I've not had anyone give me that kind of response. Yes. It's been -- I hope to see it again. And I think, where else can you get that kind of thing for the service that you get on A C transit. And to I just want today put in a good word for the responses that they get. And the way that people act on the bus. And the way that the drivers interact with the people.

>> Thanks so much appreciate it

>> But the announcers on the bus don't work.

>> Yeah there are problems, but --

>> Yeah, no, I agree with you. I'm just saying, that's an automation thing that's not a driver thing. AC Transit needs to take care of that.

>> And I think that's been noted already. I appreciate that input.

>> I've been recording them for the last two years.

>> Thomas.

>> I just wanted to touch briefly on the issue that Sheila, and before, Jan, brought up on the cleanliness issue. I notice that this has been an issue for as long as I've been involved in disability advocacy. The last official word I heard from BART on the topic was at a public meeting in front of this commission about two and a half years ago, I don't believe any of the current commissioners were on the commission then. Bob Franklin, who is the Access R at BART, presented on various BART topics including the condition of the elevators. Bob's a great guy, who I think works very hard with the recourses he has to meet BART rider's needs. But it was a pretty disappointing answer about this particular issue. One thing he acknowledged was that there were two factors that would always take precedence over the cleanliness of BART facilities, and one of the factors was safety, and I believe the other factor pertained to capacity to give bigger volumes of rides. So he admitted that this wasn't their top priority, and would never be. He did consider a very important issue. And he had a three-point plan for addressing it over the long-term. The three points were, one, every time a new elevator had to

be installed or changed, they would offer the see-through model where you can see people in it and that would presumably discourage people from using it as a bathroom.

Two, was that wherever they had to do repairs or put new ones, they were going to have better floor material so that moisture couldn't seep in underneath the floor, and there for be un-cleanable. And then the third point was that they were going to open as many bathrooms as they could. Two and a half years ago, I think the majority of bathrooms had been closed because of 9/11 in 2001, which struck me as odd. But that was his three-point plan given his resources on what to do about the problem. Not that I have anything better to offer about the problem, but it hasn't worked. I don't have a scientific assessment, but I've taken the elevator plenty of times in the last two and a half years, and it's still disgusting. My personal opinion, just as an Oaklander, is that BART needs to bite the bullet and hire more janitors. Even if that means raising the cost of fares. Because I don't think most -- there's few things that make people feel like second class citizens then having to ride an elevator that smells like feces and urine, which is really common, and overwhelming sometimes. Disgusting.

>> Thanks, Thomas. One last pass to anybody on the two commissions

>> I already spoke but I forgot something if you don't mind.

>> Absolutely.

>> Thanks for hearing from me again. When I was talking about disabled marking, I forgot to mention that I find it very strange and frustrating that there are specific blue disabled parking spots that were

actually eliminated and not replaced. Specifically, at MacArthur BART where they used to be disabled parking spots all along 40th. And those got replaced by the buses which specifically does not make me happy. I saw they were under construction for a long time I figured they would get move today somewhere else. I can assure you they don't. I park at MacArthur every single day to get to work, and there are no disabled spots anywhere around there. And the second spot, this is kind of a random one in Jacqueline. There used to be a blue spot and I would park there every once in a while, it's gone, I never see a blue spot. So I don't know what's going on or what the city is doing about disabled parking spots, but somebody needs to work on it.

>> At this point, unless I hear a scream from the audience I'm going to assume no more comments.

>> Is that a scream, Sheila?

>> Yes.

>> Go ahead.

>> I can be loud enough is this okay?

>> That's fine.

>> I want to know about the BART bathrooms and elevators. The cleaning supplies they use are stinky as far as they're supposed to hide whatever the smells are, but I have multiple chemical sensitivity and asthma. The multiple chemical sensitivity hasn't been embedded by a doctor, but it's there and I don't know how to prove it. Anyway, but air fresheners are just as deadly to me as feces are. So when I mentioned it at a BART BATF meeting, they said -- I made the mistake of asking if they

were natural. Oh, they're all natural. Well good they're all natural but they're all deadly. I don't know how to get around that.

>> That's a tough one, I think, for this group. None of this really has any oversight over BART. The stray comments that you get from BART, there's a chance that you could forward that on to them.

>> The Alameda CTC does have a relationship with BART. They do provide funding for the paratransit, as I said. It goes to East Bay Paratransit. There is a BART board member on the Alameda CTC board. And staff and the paratransit team, we are discussing how to convey -- because this is not -- we are hearing a lot of fixed route transit issues. Throughout this process, we have been discussing how best to convey this very important information. We are strategizing about that. Yeah. I don't have an exact answer but we are strategizing about how to convey this information to BART and AC Transit that they need to hear.

>> I feel like accessibility is not a priority for BART, and people can disagree and that's fine. But what I see, is elevators that are elevators that straddle the gates and they make it hard for us, and all sorts of other things. Nothing changes. Not significantly anyway.

>> Well, hopefully we can relay that information to them as well. So let's see. Any commissioners have any input for Naomi?

>> Yeah. Well, I'm Brian Harrington, and this is as much I think just for the benefit of our city of Oakland commission. But I think given the comments that we've heard, and the number of people that are here, I think it's clear that the simple fact of getting around the city is a key issue for us moving forward. At least it is now in my mind. And I also -- it does seem clear to me that the new private taxi model, Uber

and Lyft, and getting around, and leaving persons with disabilities behind. I know that we talked -- we had talked about maybe trying to work with Uber before when we thought maybe the city had some leverage when they were basically signing a development agreement to put their headquarters in Downtown Oakland. We sort of missed the vote a little bit on that. But I do have some questions with regard to that.

Number one, has your group been in contact with Uber and Lyft? Has there been any discussions about they may be starting to provide these services, number one, to the city, has there been any discussions or agreements about their operation in the city? I don't think so. I know that they have -- I believe Uber has pilot programs in other cities where they're supposed to do this. I don't know what sort of leverage they're placing on them. I think it's something we should continue to look into. I am also curious, what kind of agreements were in place with City Car Share, if any, or the taxi services that were previously providing some of these services that have now gone away. Was there any agreement in place, was this something they were doing to comply with federal law? Was there anything else in place with what those mechanisms were allowing this to go away? And I think just for county wide having discussions with Uber and Lyft about providing these services, I think we would probably benefit from a county multi-jurisdictional approach. And so maybe that's something this commission can continue to work with you on and this group. Sort of a regional perspective. It does seem clear that they're providing a great benefit to cities all over the country, but they're clearly leaving persons with disabilities behind, and I think that's something we should pay closer attention to.

>> Any other input? Go ahead.

>> Okay. I actually want to echo Brian's sentiments. I wanted to make a note to one of the very first things we talked about regarding Uber. Thinking about strategies and approaches, especially because it looks like there is going to be discretionary funds. There may be a way to invite some sort of public private bidding process or a way to provide for City Car Share. There may be a way to actually have some sort of keratin stick, especially with City Council, this body would like to support and participate as well. So I just wanted to make that additional point.

>> Yeah. I have a follow up question on that. Thank you for bringing that up, you raised a thought in my mind. I had heard a mention of, I forget where it was, but Lyft partnering with AC Transit or other buses, if AC Transit is required to operate a route to a city or neighborhood where access loads, but they're working on agreements where Lyft, I believe as a company was going to provide subsidized rides to person's in that community, such that the bus route could go away. You know, which was cost and effective. So maybe that can be the base for some sort of relationship that maybe is already forming with AC Transit or other public transit providers. I don't know if you have any info or comment on that.

>> Well, this is a really rapidly evolving field. When you talk about partnerships with companies like Uber and Lyft and also the whole city car share is still rapidly evolving as well. I think what you're talking about is with Laca Wheels which would be part of the county. Kind of an interesting thing here, is that just at the end of the

year, the Secretary of Transportation sent out a memo which basically put all of the transit agencies on notice that if they wanted to partner with some of these types of companies, that they were still required to meet their accessibility requirements. We at the Alameda CTC have incorporated that into some of our main policies about using city funding to do these types of pilots. It's not yet but we said if you want to consider this. And then start with staff first. But I think there are also possibilities of new regulations from the federal level. So there's a lot that is up in the air. But have been in a lot of discussions.

Quite frankly, some of these companies could get sued. And it is apart from they are private transportation providers. So their interest in interaction with us does depend on that profitability sometimes. But there is a lot of work in this area, a lot of transit agencies, and companies are talking to them. They have been open to discussion from what I've seen. The input I'm hearing from the community is interesting. There's really two sides. There is the side that says this is inaccessible, we don't like it. And there's the side that says this provides options we didn't have before and we need access to it. So I think there is a real balance and a real interest here that we're talking about.

>> Thanks. Naomi, we'll turn this back over to you in a second to wrap up. But on behalf of the Commission of Persons With Disabilities and the Commission we appreciate you all coming out tonight and providing us with this great input. We had just under ten people share their views with us tonight. There are more of you in the audience. And it was very

clear from the head nodding and I saw that many of you made individual comments. And there's no way to weigh that. If you did tell me a comment, I think it's clear for this community that there are opportunities for us to improve accessibility and to improve services. With that, Naomi, do you have any final words? If you could just share with us when you anticipate this report be completed, and what will happen to it once it's completed? What's the next step?

>> Well we hope to complete this report, I would say, within the next few weeks. And as I mentioned earlier, we are presenting it to the Joint Paratransit Advisory and Planning Committee for Alameda County, and the paratransit Technical Advisory Committee without staff in their joint meeting on February 27th, at 1:30, at the Alameda CTC offices, which is over on 1111 Broadway, on the 8th floor. That meeting is open to the public. We're going to have a lot of discussion there. We're going to have a lot more information on the strategies. So we definitely welcome you and your input. We are still, I think strategizing, as I told you, about staff. How to present and who to present this report to. And beyond that meeting we are planning to present it to what is the Alameda County Technical Advisory Committee, or ACTAC which is a number of city staff from throughout the county, and also county staff.

As I said, we're trying to strategize other ways to get this information out there. The Alameda CTC is going to use the strategies from this report to hopefully implement and develop some new programs or support programs to meet some of these needs. And hopefully to provide some guidance to other organizations that want to apply for funding or provide transportation to these communities in the county.

>> Great. Thank you, Naomi, for putting this together, and coming tonight and asking us to be part of your information conduit. It's very hard to get as many sort of sets of input to put something like this, as complex as it can be, together. So I think we all look forward to that. If there's a way you can share it with staff so that it can be disseminated to the commissioners, the Commission of Persons with Disabilities. We certainly would appreciate that. With that, our agenda for the evening is complete. All in favor of adjournment, say aye.

>> Aye.

>> Thank you all.

FY 2017-19 Budget Workshop

January 31, 2017



EXHIBIT B

Agenda

- I. **Opening Remarks (Mayor/City Administrator)**
- II. **FY 2016-17 Midcycle Budget Overview (Budget)**
 - a) **Overview**
 - b) **GPF Expenditures vs Revenue**
 - c) **GPF Reserve Summary**
- III. **FY 2017-19 Preliminary Baseline (Budget)**
 - a) **Summary**
 - b) **Preliminary Baseline Expenditure Highlights**
 - c) **Challenges**
 - d) **Preliminary Baseline Revenue Highlights (Revenue)**
- IV. **Outstanding Debt and Long Term Obligations (Treasury/CAO)**
- V. **Capital Improvement Program (CAO)**
- VI. **FY 2017-19 Budget Development Process & Timeline (Budget)**
- VII. **Mayor & Council Priorities (Mayor & Council)**
- VIII. **Q & A**

FY 2016-17 Midcycle Budget

<http://www2.oaklandnet.com/oakca1/groups/cityadministrator/documents/policy/oak059494.pdf>

<u>General Purpose Fund Budget</u>	
	FY 2016-17 Midcycle Budget
Revenue	\$527,650,429
Expenditure	\$549,666,189
Over / (Under)	(\$22,015,760)
<i>Net use of One-Time Revenue (Fund Balance, Excess RETT, etc.)</i>	\$22,015,760
Net Over / (Under)	\$0
<u>All Funds</u>	
	FY 2016-17 Midcycle Budget
Revenue	\$1,186,876,708
Expenditure	\$1,238,260,078
Over / (Under)	(\$51,383,370)
<i>Net use of One-Time Revenue (Fund Balance, Excess RETT, etc.)</i>	\$51,383,370
Net Over / (Under)	\$0



General Purpose Fund

EXPENDITURES

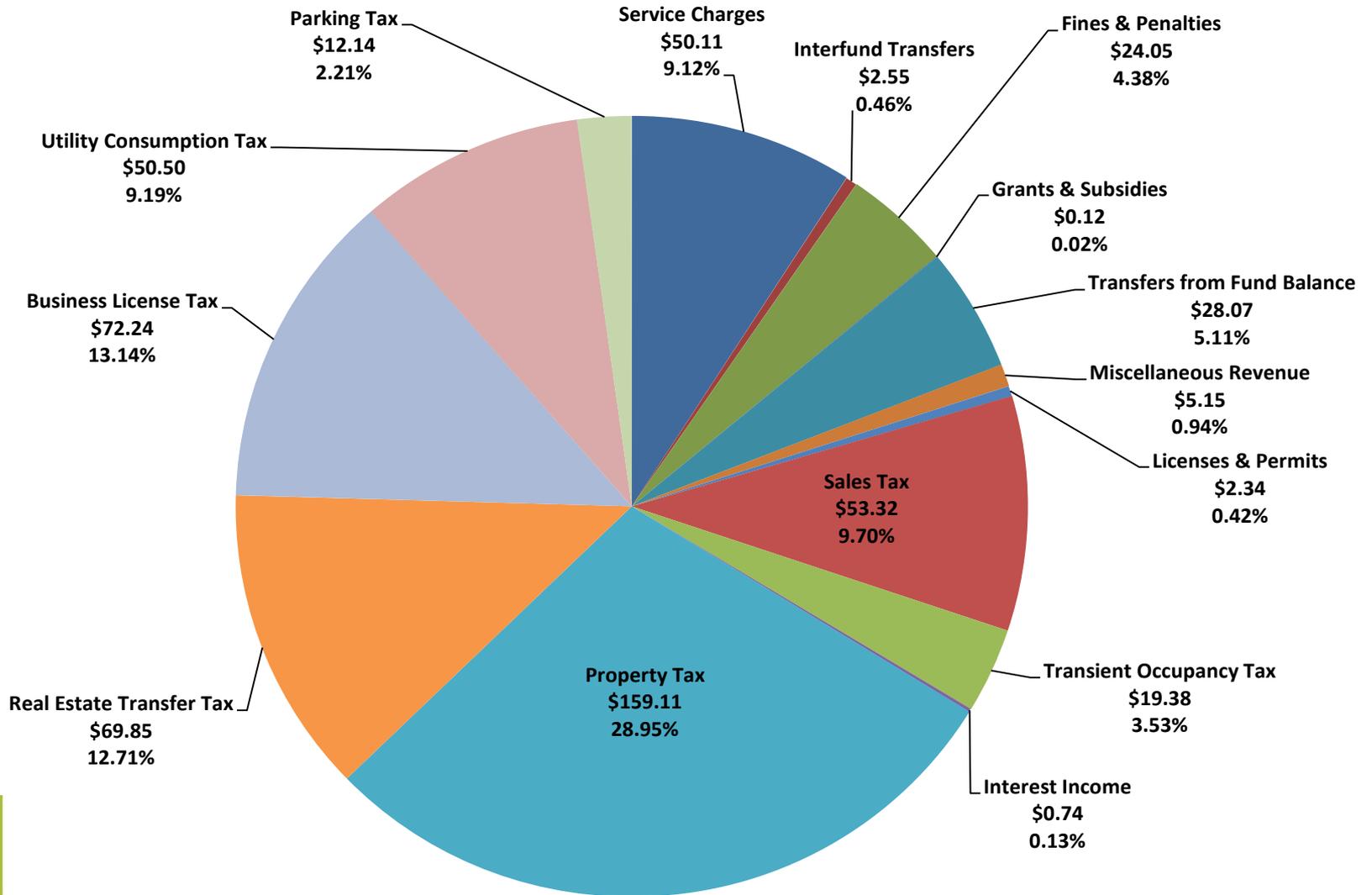
Department	FY 2016-17 Midcycle Budget
Capital Improvement Projects	502,000
City Administrator	15,913,750
City Attorney	5,873,913
City Auditor	1,915,510
City Clerk	2,932,917
City Council	4,806,964
Economic & Workforce Development	5,664,439
Fire	127,204,328
Housing & Community Development	365,000
Human Resources	4,931,930
Human Services	8,082,345
Information Technology	11,030,389
Mayor	2,719,384
Non-Departmental	66,536,994
Oakland Parks & Recreation	15,965,426
Oakland Public Library	12,672,646
Oakland Public Works	2,629,820
Planning & Building	41,648
Police	234,237,981
Race & Equity	331,097
Finance Department	24,389,719
Public Ethics Commission	917,989
Grand Total	549,666,189

REVENUES

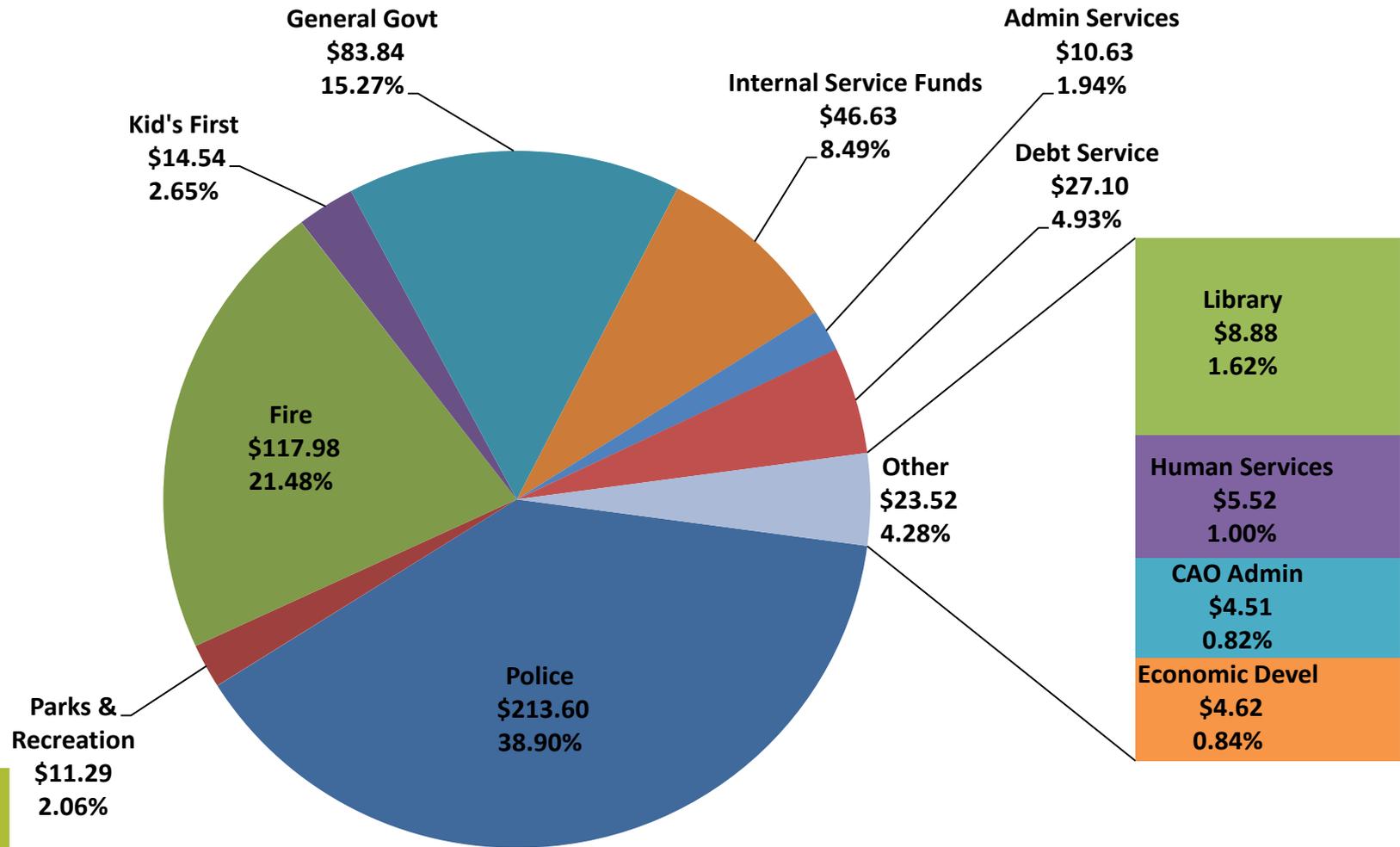
Category	FY 2016-17 Midcycle Budget
Property Tax	159,110,144
Sales Tax	53,318,906
Business License Tax	72,241,300
Utility Consumption Tax	50,500,000
Real Estate Transfer Tax	69,851,000
Transient Occupancy Tax	19,379,450
Parking Tax	12,138,000
Licenses & Permits	2,335,747
Fines & Penalties	24,050,024
Interest Income	740,482
Service Charges	50,108,087
Grants & Subsidies	119,435
Miscellaneous Revenue	5,149,320
Interfund Transfers	2,554,207
SUB-TOTAL	521,596,102
Fund Balance for One-time Exp.	6,054,327
Use of Fund Balance	22,015,760
Grand Total	549,666,189



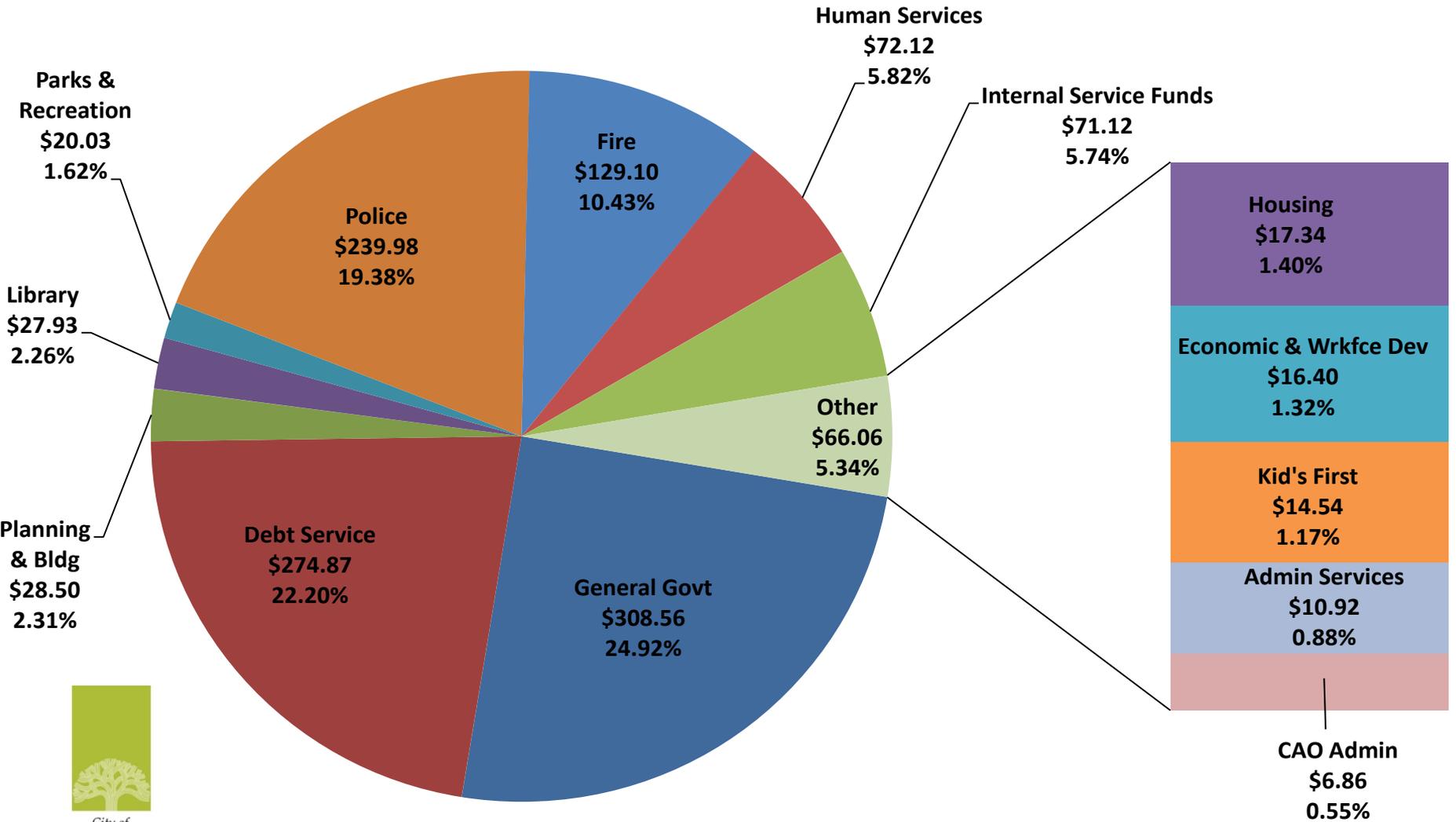
Midcycle GPF FY 2016-17 Revenues by Category (\$549.67 million)



FY 2016-17 MIDCYCLE GENERAL FUND EXPENDITURES by Service Areas \$548.85 million



FY 2016-17
TOTAL ALL FUND EXPENDITURES by Service Areas
\$1,238.26 million



Reserve Summary

Reserves & Set-Asides

Description	FY 14-15	FY 2015-16 Adopted	Additional FY 2015-16	FY 2016-17 Adopted	Projected FYE 16-17 Balances
7.5% GPF Required Reserve ¹	\$39.57	\$39.57	\$41.22	\$41.22	\$41.22
Long Term Obligations Set-Aside ^{2,3}	\$0.00	\$11.65	\$5.34	\$4.37	\$2.55
Vital Services Stabilization Fund ²	\$2.02	\$0.95	\$5.34	\$4.37	\$12.69
Total	\$41.60	\$52.18	\$51.91	\$49.96	\$56.47

¹ The 7.5% GPF reserve is not a cumulative balance

² Required 25% allocation per Excess RETT policy

³ \$18.8 million deducted for PFRS funding



Preliminary Baseline Overview

<u>General Purpose Fund Budget</u>			
	FY 2016-17 Midcycle Budget	FY 2017-18 PRELIMINARY Baseline	FY 2018-19 PRELIMINARY Baseline
Revenue	\$527.65	\$558.49	\$568.65
Expenditure	\$549.67	\$572.99	\$586.84
Over / (Under)	(\$22.02)	(\$14.50)	(\$18.19)
<i>Net use of One-Time Revenue (Fund Balance, Excess RETT, etc.)</i>	\$22.02	\$0.00	\$0.00
Net Over / (Under)	\$0.00	(\$14.50)	(\$18.19)
<u>All Funds</u>			
	FY 2016-17 Midcycle Budget	FY 2017-18 PRELIMINARY Baseline	FY 2018-19 PRELIMINARY Baseline
Revenue	\$1,186.88	\$1,253.66	\$1,269.63
Expenditure	\$1,238.26	\$1,271.23	\$1,295.79
Over / (Under)	(\$51.38)	(\$17.57)	(\$26.17)
<i>Net use of One-Time Revenue (Fund Balance, Excess RETT, etc.)</i>	\$51.38	\$0.00	\$0.00
Net Over / (Under)	\$0.00	(\$17.57)	(\$26.17)



Preliminary Baseline Expenditure Highlights (General Purpose Fund)

- Net one-time reliance (\$22M/year)
- Escalating Health & Retirement costs (\$6M/\$16M)
- Net increase for Internal Service Fund cost allocation (\$2.5M/\$3.8M)
- Personnel cost increases per the negotiated contracts (\$9M/\$16M)
- Excess RETT policy (\$4.9M/\$3M)
- Head Start and other grant support (\$2.5M/\$3M)
- Kids First! true-up and increase (\$2.4M/\$1.5M)
- Overhead cost resulting from moving Parking Enf. from Police to DOT (\$1M/year)



Challenges

- Address shortfall in other funds – Measure Q, HeadStart, Landscaping & Lighting Assessment District, etc.
- Potential legal costs for claims, settlements, etc.
- Sustainability of City finances related to Long-Term Obligations (OPEB, rising pension costs, etc.)
- Historical under budgeting of Police overtime
- Dedicated funding for wildfire prevention exhausted
- Uncertainty of federal grant funds
- Impact of upcoming labor negotiations (except Sworn Police)



Preliminary Baseline Revenue Highlights (General Purpose Fund)

- Economy returning to a more “normal” growth pattern
- Assessed valuation increased approximately \$3.83 billion dollars (7.47%)
- Median single family home price up 11.65%
- Residential real estate sales are leveling off
- New cars sales are leveling
- Sugar-Sweetened Beverage Tax included



City's Credit Rating

Ratings upgrade:

- In January 2017, S&P upgraded the City's GO bond rating by one notch to "AA" noting:
 - "The raised ratings are based upon the city's improved budgetary flexibility and strong budgetary performance, coupled with strong growth within the local economy,".
 - The City's lease revenue bonds and POBs bonds were also upgraded one notch to "AA-".
- Moody's is expected to raise the City's Series 2012 POB rating to Aa3

Value of credit ratings:

- A high credit rating is important to the City for the following reasons:
 - Ensures the City low interest costs
 - Demonstrates strong financial management & condition to investors
 - Attracts & expands pool of potential investors
 - Enables access to capital markets & ability to sell bonds
 - Yields savings on debt service

Current credit ratings:

Type of Bond	Ratings ⁽¹⁾		
	Moody's	S&P	Fitch
General Obligation Bonds	Aa2 / Stable	AA / Stable	A+ / Stable
Lease Revenue Bonds	Aa3 / Stable	AA- / Stable	A / Stable
Pension Obligation Bonds	Aa3 / Stable	AA- / Stable	A / Stable
Tax Allocation Bonds	Baa1 / Stable	A-:A:A+ / Stable ⁽²⁾	NR

⁽¹⁾ As of January 10, 2017

⁽²⁾ B/M/SP: A+:A-/Negative



Summary of Outstanding Debt

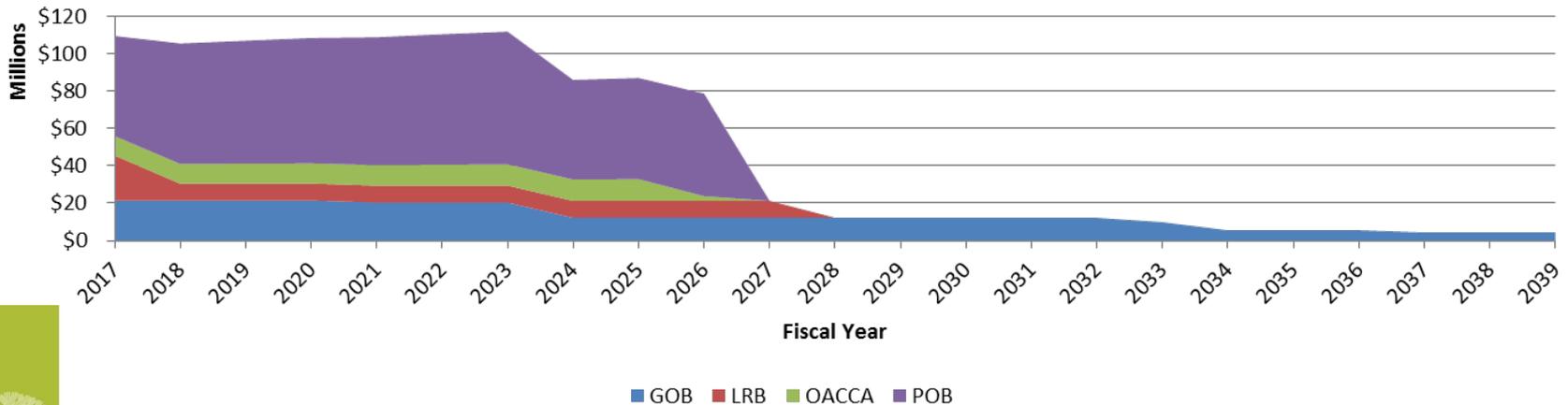
Outstanding Debt Summary as of July 1, 2016

City Debt	Total	Type
General Obligation Bonds	\$201,830,000	100% Fixed Rate
Lease Revenue Bonds	\$91,110,000	100% Fixed Rate
Coliseum Authority LRBs ⁽¹⁾	\$82,680,000	100% Fixed Rate
Pension Obligation Bonds	\$313,223,260	100% Fixed Rate
Total	\$688,843,260	
Maximum Annual Debt Service	\$111,837,257	FY 2023

- Remaining GO bond authorization is \$600M from Measure KK and \$36M from Measure DD
- Debt capacity is constrained through FY2023, but opens up after FY2027
- Debt service carrying charges are 10.1% of expenditures as noted by S&P

⁽¹⁾ Represents City's share of OACCA debt (50%)

Debt Service Profile as of July 1, 2016



Escalating Retirement Costs

- Projected retirement costs for FY 2017-19

Retirement Costs	<u>FY 2017-18 Amount</u>	<u>FY 2018-19 Amount</u>
General Purpose Fund	\$ 84,893,276	\$ 96,880,005
All Funds TOTAL	\$ 127,744,325	\$ 148,158,885
Retirement Rates	<u>FY 2017-18 Rate</u>	<u>FY 2018-19 Rate</u>
Civilian	36.35%	43.86%
Sworn	36.67%	39.49%

- December 21, 2016, CalPERS Board lowered the discount rates from 7.50% to 7.00% over the next 3 years, which will impact the City's next two-year budget
- Staff is analyzing the impact



Long-Term Obligations (All Funds)

Unfunded Amount	Descriptions
\$860.0M	Other Post-Employment Benefits (OPEB) has the unfunded actuarial accrued liability (UAAL) of \$860M as of July 1, 2015. The City contributed \$25.4 million for FY 2015-16 for current (pay-as-you-go) obligations.
\$309.4M	Police and Fire Retirement System (PFRS), closed retirement system, unfunded balance as of July 1, 2016 payments will resume in FY 2017-18, estimated at \$44.9M. 100% Funding required by 2026. A tax override funding stream exists to fund PFRS Obligations (received approximately \$96.8M for FY 2015-16).
\$71.8M	Negative Funds – \$34.5 million of the negative funds have a repayment plan, \$23.4 million are reimbursement funds and \$13.9 million are funds with no repayment plan.
\$1,292.9M	California Public Employees Retirement System (Cal PERS) unfunded balance as of June 30, 2015. The Safety Plan has a \$575.1M unfunded liability and 67.2% funded ratio; the Miscellaneous (non-sworn) Plan has a \$717.8M unfunded liability and 70.2% funded ratio. The City annual pension cost for FY 2015-16 – \$111.7M.

Valuation Date	Fiscal Year for Required Contribution	Discount Rate
June 30, 2016	2018-19	7.375%
June 30, 2017	2019-20	7.25%
June 30, 2018	2020-21	7.00%

Capital Improvement Program Infrastructure (I)Bond

Streets and Sidewalks (\$350 million):

- Repave streets and eliminate potholes
- Repair sidewalks
- Increase bicycle and pedestrian safety
- Make accessibility upgrades for people with disabilities
- Improve safety by calming traffic

City Facilities (\$150 million):

- Upgrade and repair libraries (\$15M)
- Improve parks, recreational and senior facilities (\$35M)
- Renovate crumbling fire facilities (\$40M)
- Upgrade police facilities including building a new crime lab to improve the efficiency and success of crime investigation (\$40M)
- Invest in green energy, water, and seismic improvements (\$20M)

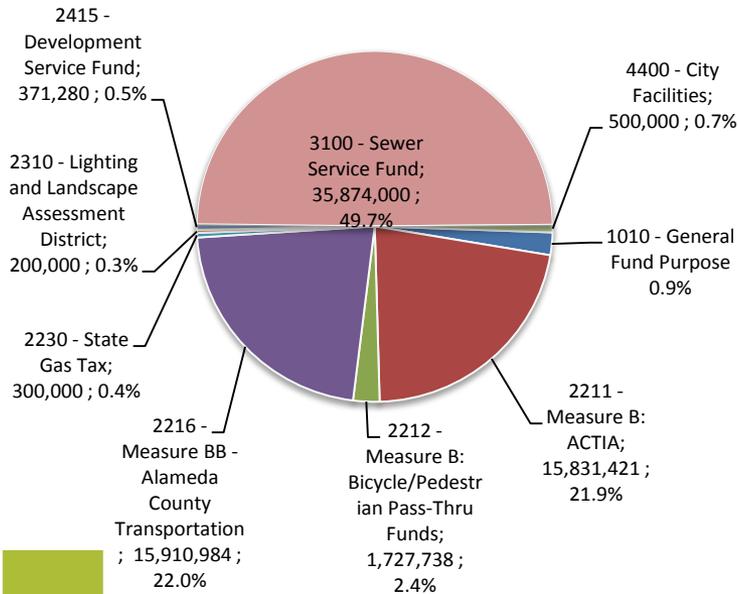
Anti-Displacement and Housing (\$100 million):

- Protect long-term Oakland residents so they can stay in Oakland in safe, high quality and affordable housing
- Acquire and rehabilitate housing for vulnerable communities, including seniors, people with disabilities and veterans

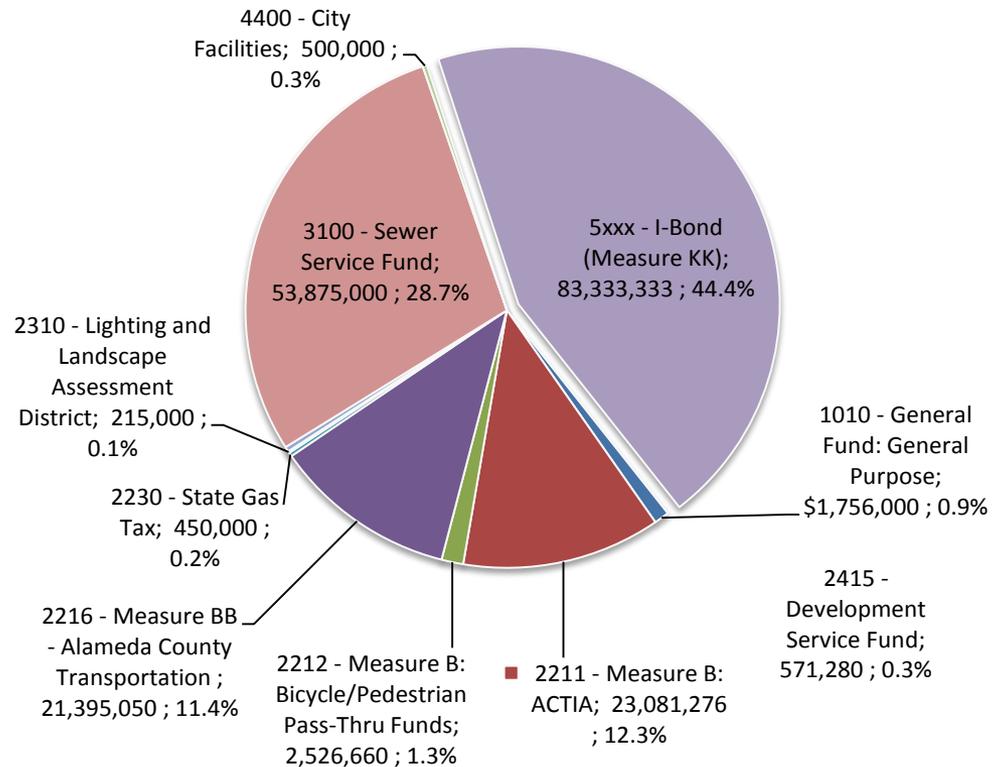


Capital Improvement Program FY 2017-19 -- \$100M Scenario by Source

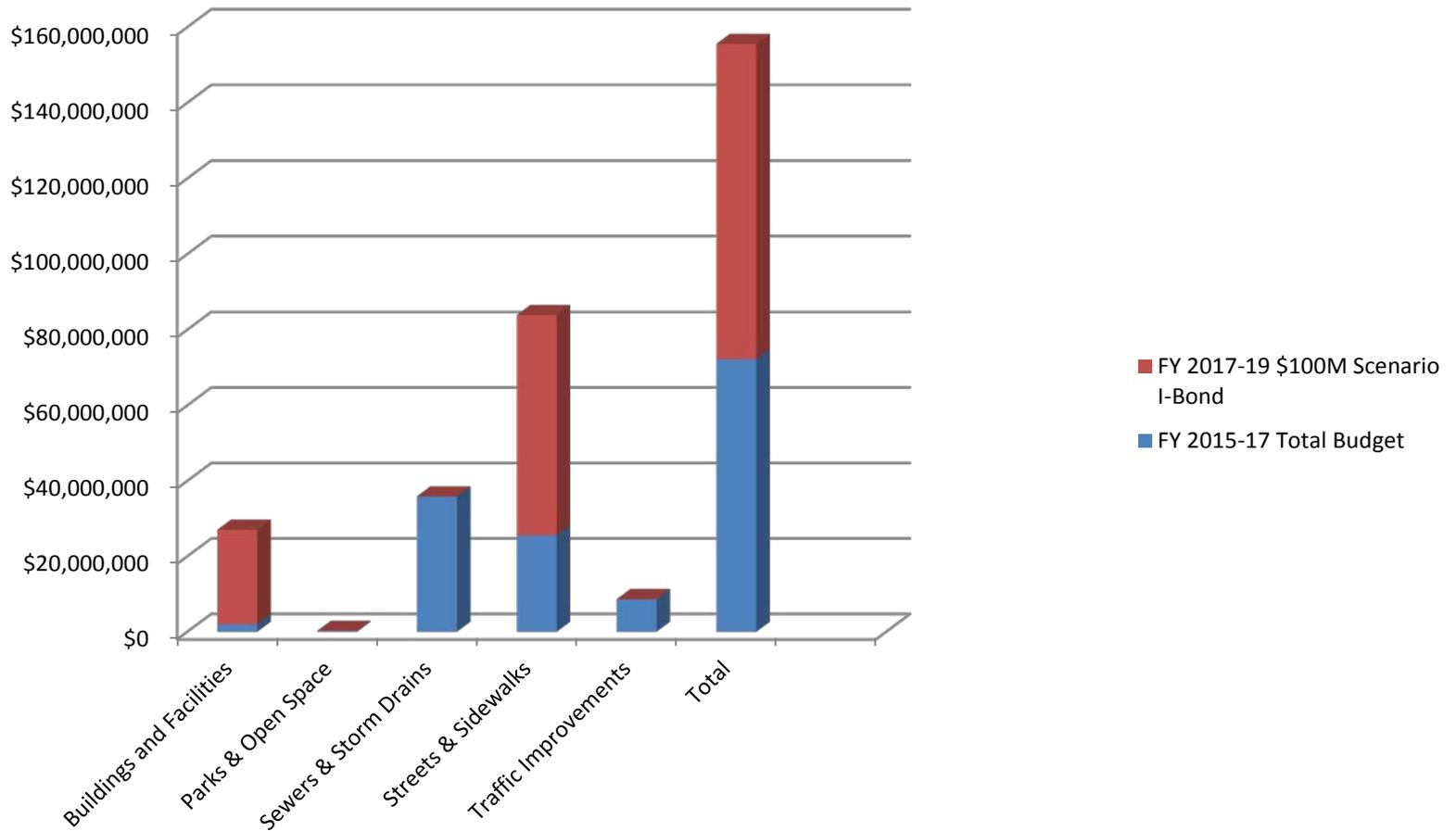
**FY 2015-17
Summary by Source - City
\$72,219,423**



**FY 2017-19 \$100M Scenario
Summary by Source - City
\$187,706,599**



Capital Improvement Program FY 2017-19 -- \$100M Scenario by Category



Capital Improvement Program I-Bond

In addition to the Capital Improvement Plan development process, the City Council is required to review the specific projects before every bond issuance for:

- How the projects address social and geographic equity, provide greater benefit to under-served populations and in geographic areas of greatest need;
- How the projects address improvements to the City's existing core capital assets;
- How the projects maintain or decrease the City's existing operations and maintenance costs; and
- How the projects address improvements to energy consumption, resiliency and mobility.



Capital Improvement Program

I-Bond Next Steps

Infrastructure Community Working Group

- January 19, 2017: Kickoff, included “Beta” mapping methodology starting with the MTC “Communities of Concern”
- February 9th/23rd, 2017: Next meetings
- March 2017: Present outcome of the Working Group to the City Council
 - Prioritized criteria for each category
 - How the unfunded projects rank
- May 1, 2017: Proposed CIP

FY 2017-19 Budget Process & Timeline

- January 31, 2017 – Special Council Meeting on budget, polling & Mayor/Council Priorities
- February 28, 2017 – Release of the FY 2016-17 2nd Quarter R&E Report and Five-Year Forecast
- By March 15, 2017 – Councilmember Expenditure Priorities
- Late April 2017 – Release of the Mayor’s Proposed Budget and Factsheet
- May 1 to June 10, 2017 – Community Budget Forums
- May 9, 2017 – Presentation of Proposed Budget
- May 23, 2017 – Release of the 3rd Quarter R&E Report
- May 30, 2017 – 5th Tuesday, Budget Hearing
- June 1, 2017 – Budget Advisory Committee’s Report
- June 17, 2017 – Council President amendments
- June 2017 – Council Deliberations, Budget Amendments, and Budget Adoption by June 30th



FY 2015–17

MAYOR AND CITY COUNCIL PRIORITIES

- **A Safe City:** that invests in Holistic Community Safety strategies.
- **A Vibrant City:** that makes strategic investments in infrastructure, public works and the arts to protect and enhance the quality of life for all neighborhoods.
- **A Just City:** that promotes equitable jobs and housing that protects and nurtures a diverse and inclusive community that cares for its youth, elderly, families, and the vulnerable.
- **A Prosperous City:** that values workers and fosters a diverse economy that creates equitable economic growth, jobs, and housing.
- **Trustworthy Government:** that provides quality municipal services, efficiency, transparency, and accountability, as well as respects municipal employees.



Q & A

Thank you

Contact:

Email: BudgetSuggestions@oaklandnet.com

<http://www2.oaklandnet.com/Government/o/CityAdministration/d/BudgetOffice/index.htm>





WALK MS. TOGETHER WE ARE STRONGER.

WALK MS: EAST BAY
SATURDAY, APRIL 22, 2017
LAKE MERRITT
OAKLAND



BILL, DIAGNOSED IN 2010



LAURA (CENTER), DIAGNOSED IN 2012



REGISTER TODAY!
WALKMS.ORG | 1-855-372-1331

THANK YOU TO OUR PREMIER NATIONAL SPONSOR  **NOVARTIS**
PHARMACEUTICALS

EXHIBIT C



FOR IMMEDIATE RELEASE

Media Contact: Morgan St. Clair
Email: morgan.stclair@nmss.org
Phone: 415-230-6678, ext. 73006

Walk MS: East Bay Part of Nationwide Effort to Raise \$1 Billion in 2017 Hundreds Will Help Achieve Milestone by Walking to End Multiple Sclerosis

CITY, STATE — Since 1988, hundreds of thousands of people have taken part in [Walk MS](#) events across the country raising critical funds and awareness for the National Multiple Sclerosis Society. This year, the cumulative fundraising is expected to surpass \$1 billion.

“Walk MS is a joyous gathering with a wonderful ‘we’re in this together’ feeling,” said Cyndi Zagieboylo, President and CEO of the National MS Society. “Every participant, volunteer, donor, and sponsor is helping to drive us toward this exciting \$1 billion milestone. Together, we are accelerating progress in making life-changing breakthroughs -- so that each person with MS can live her or his best life.”

More than 400 people are expected to raise more than \$85,000 at [Walk MS: East Bay](#) on April 22, 2017. Walk MS is an opportunity for people living with MS and those who care about them to connect, join together, and be inspired. In 2016 alone, nearly 300,000 people at more than 500 locations across the country walked to create a world free of MS, raising more than \$40 million.

Each walk is fully-accessible, includes multiple distance options (including a one-mile route option), and outstanding volunteer support for participants throughout. Genentech is the premier national sponsor of Walk MS.

WHEN: April 22; Check-in opens at 8 a.m.; walk begins at 9 a.m.

WHERE: Lake Merritt

PARTICIPATION/ VOLUNTEER REGISTRATION: Visit walkMS.org, call 415-230-6678 or email morgan.stclair@nmss.org

WHY: Walk MS unites teams of families, friends, neighbors and co-workers to raise funds that drive groundbreaking MS research, provide life-changing services and guarantee a supportive community for those who need it most.

HASHTAGS: #walkMS and #WalkTogether

About Multiple Sclerosis

Multiple sclerosis is an unpredictable, often disabling disease of the central nervous system that disrupts the flow of information within the brain, and between the brain and body. Symptoms range from numbness and tingling to blindness and paralysis. The progress, severity and specific symptoms of MS in any one person cannot yet be predicted, but advances in research and treatment are leading to better understanding and moving us closer to a world free of MS. Most people with MS are diagnosed between the ages of 20 and 50, with at least two to three times more women than men being diagnosed with the disease. MS affects more than 2.3 million worldwide.

For more information about multiple sclerosis and the National MS Society go to nationalMSSociety.org or call 800-344-4867.

###



**TOGETHER
WE ARE STRONGER.**

CORPORATE SPONSORSHIP

SPONSORSHIP LEVELS	Presenting \$30,000	Platinum \$20,000	Gold \$15,000	Silver \$5,000	Bronze \$2,500	Brass \$1,000
PROMOTION & VISIBILITY						
Sponsor name included in Walk MS® press releases *deadline 1/15/17	✓					
Exclusive recognition on all bus ads, billboards, and BART trains *deadline 1/15/17	✓					
Opportunity to place promotional item in registration packets *deadline 1/15/17	✓	✓				
1/4 page ad in MS Connections newsletter (additional sizes available) *deadline 3/13/17	✓	✓				
Recognition in Chapter and Walk MS email blasts	Premiere Placement	Premiere Placement	Logo			
Use of Walk MS logo on your company's promotional materials	✓	✓	✓			
Logo and link on all Walk MS webpages	✓	✓	Logo only	Logo only	Name only	
Logo placement on Walk MS t-shirt *deadline 2/28/17	Premiere Placement	Premiere Placement	Logo	Logo	Name only	
Tiered logo placement/recognition on all event collateral, deadline January 31 st)	Premiere Placement	Premiere Placement	Logo	Logo	Name only	
Social media post and link to website	28 posts	28 posts	15 posts	10 posts	5 posts	2 posts
EVENT DAY RECOGNITION						
Recognition as a sponsor at the opening ceremony	✓	✓	✓	✓	✓	✓
VIP parking passes where available	At 13 sites	At 13 sites	At 7 sites	At 5 sites	At 2 sites	At 1 site
Corporate banners displayed at event	At 13 sites	At 13 sites	At 7 sites	At 5 sites	At 2 sites	At 1 site
Booth space at Walk MS sites of sponsor's choosing	At 13 sites	At 13 sites	At 7 sites	At 5 sites	At 2 sites	At 1 site
Signage on route	At 13 sites	At 13 sites	At 13 sites	At 5 sites	At 2 sites	At 1 site
COMPANY PARTICIPATION						
On-site team check-in	✓	✓	✓			

IN-KIND SPONSORSHIP

In-kind donations of goods or services may be eligible to receive sponsor benefits, too! Eligible donations may be recognized at 50% of their total cash value (excluding Presenting Sponsor level). Examples of in-kind donations could include products, such as food, supplies, vehicles, or media time, or services, such as manual labor, medical personnel, dj/emcee services or photography.

TAX ID #: 13-5661935

EXHIBIT C

Bay Area Bike Share Program in Oakland

Carlos Hernandez
Bike Share Coordinator
City of Oakland

March 20, 2017



EXHIBIT D1

What is Bike Share?

- Bike sharing is a membership-based system for **short, point-to-point trips**.
- Members can check out a bike from **a network of automated stations**, ride from **station to station**, and leave the bike safely locked for someone else to use.
- Stations connect users to **transit, businesses and other destinations**, often providing the "last-mile connection."



1

The Stations



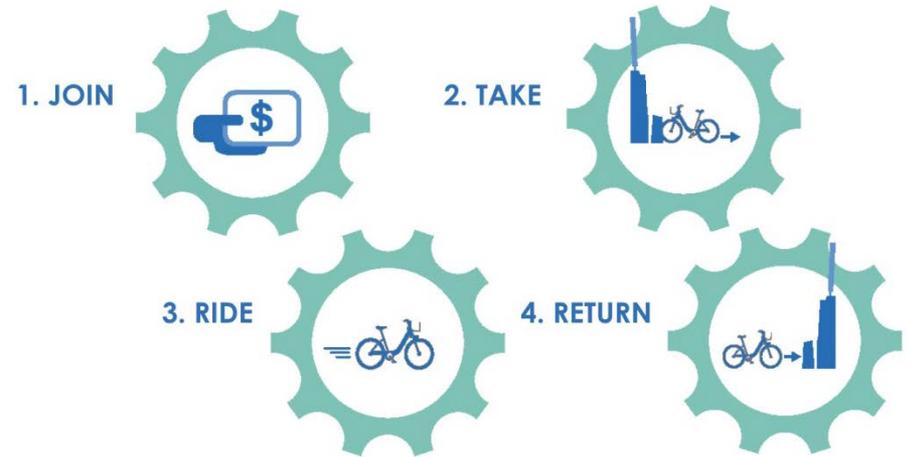
EXHIBIT D1

The Bike



How it Works

- Purchase an annual or short term (24hr) membership
- Take unlimited rides under 30 minutes



motivate

get going

- Largest operator of bike share systems in the US.
- Title and founding sponsorships will support the expansion of bike share in the Bay Area. All branding will be in compliance with local outdoor advertising regulations.



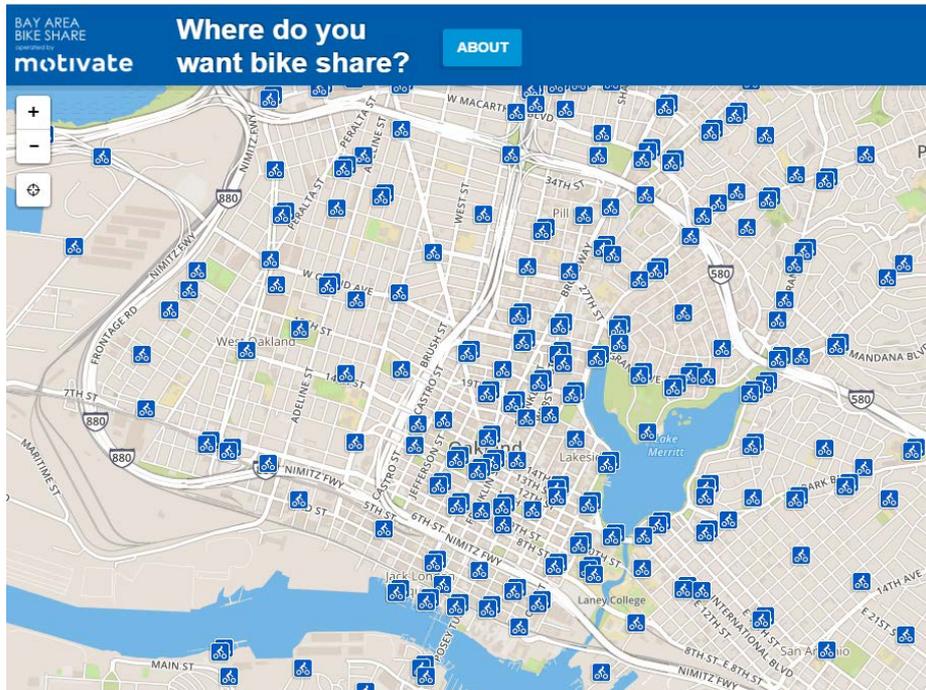
Bay Area Expansion

Current bikes- 700

Proposed Bay Area Expansion- **7,000 bikes**

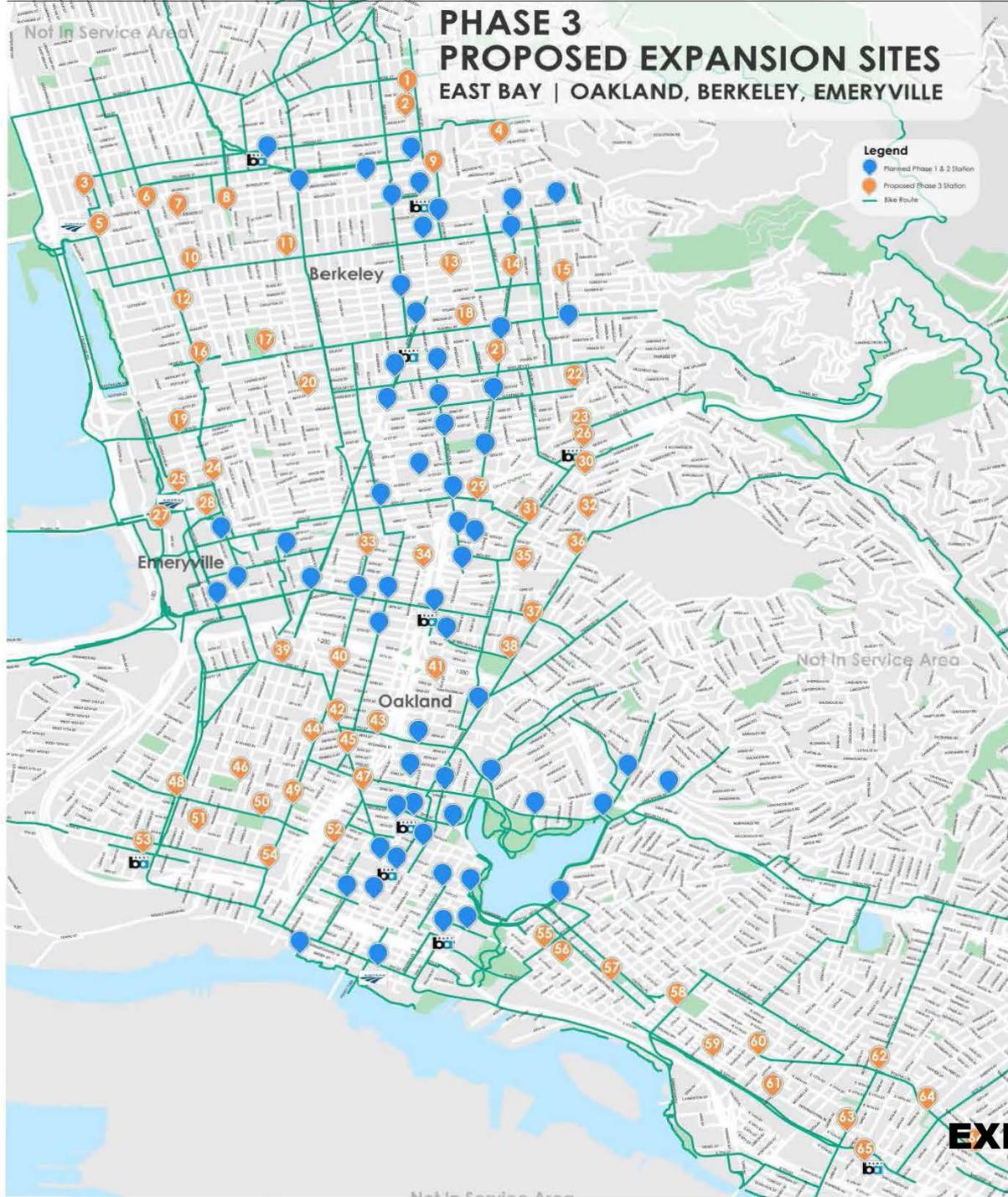
East Bay Expansion		
City	Bikes	Stations
Oakland	850	70
Berkeley	400	40
Emeryville	100	10
<i>Total</i>	<i>1,350</i>	<i>~120</i>

Outreach



PHASE 3 PROPOSED EXPANSION SITES

EAST BAY | OAKLAND, BERKELEY, EMERYVILLE



Cost

Regular Cost

\$149 / year
\$15 / month

Low Income Cost

\$5 for first year
\$5 / month afterwards

Low Income Qualifier

PG&E CARE
~49,000 HH in Oakland

Timeline

Phase 1

(25% of expansion)

Bikes Arrive
Summer 2017

Phase 2

(15% of expansion)

Bikes Arrive
Fall 2017

Bikes Arrive
Winter 2017

Carlos Hernandez
Bike Share Coordinator
chernandez@oaklandnet.com

www.bayareabikeshare.com



ADA and Bike Share Programs Overview

March 20, 2017

ADA Programs

Division

City of Oakland

Title II Nondiscrimination Mandate

- No qualified individual with a disability shall be excluded from participation in or be denied the benefits of the services, programs, or activities of a public entity.

28 C.F.R. § 35.130.

Title II Nondiscrimination Mandate

- Individuals with disabilities are to be afforded the opportunity to achieve the same results, benefits, or achievements as afforded to others with respect to the aid, benefit, or service offered by a public entity.

28 C.F.R. § 35.130.

No Discrimination Through Contract

- Public entities are not permitted to directly or through contractual, licensing, or other arrangements deny a qualified individual with a disability the opportunity to participate in or benefit from an aid, benefit, or service.

28 C.F.R. § 35.130.

Reasonable Modifications Required

- A public entity shall make reasonable modifications in policies, practices, or procedures when necessary to avoid discrimination on the basis of disability unless such modifications would fundamentally alter the nature of the service, program, or activity.

28 C.F.R. § 35.130.

New Construction

- Public entities are required to ensure that each facility constructed or altered after June 26, 1992 is readily accessible to and usable by individuals with disabilities.

28 C.F.R. §35.151.

Program Accessibility

- No qualified individual with a disability shall, because a public entity's facilities are inaccessible to or unusable by individuals with disabilities, be excluded from participation in or denied the benefits of the services, programs, or activities of a public entity, or be subjected to discrimination.

28 C.F.R. §35.149.

Methods for Achieving Program Access

- Redesign or acquisition of equipment
- Reassignment of services
- Assignment of aides
- Delivery of services at alternate sites

28 C.F.R. §35.150(b).

Design Standards for Bike Facilities

- U.S. Access Board, Public Right of Way Guidelines adopted by the Bureau of Engineering and Construction in March of 2014 address the specifications for the installation of docking stations that comply with disability access requirements

Equipment Standards for Accessible Bike Share Programs

- While other municipalities have included hand cycles and trikes in their bike share fleets, no standards or guidelines exist for determining ADA-compliant equipment



motivate
get going

Motivate International: Accessible Bike Share Case Study

EXHIBIT D3

Executive Summary

- In response to client requests to investigate accessible bike share and ADA compliance, Motivate has researched available options and developed key findings.
- Zagster offers a variety of different fleet options for “accessible” bike share, but their system has some severe limitations in serving people with disabilities
- Portland, OR offers an interesting model for accessible bike share, where bike shops provide a wider range of bikes, fitting, and wheelchair storage.



Zagster targets smaller corporate campuses and hotels rather than large municipal systems.

- Zagster systems tend to be fewer than 100 bikes.
- Zagster has 1,600 bikes nationwide.
- Full service model: Zagster owns, operates, maintains, markets, etc. for all their systems for a flat yearly fee.



Zagster's product uses commercially available hardware enabled by a mobile-application.

- Zagster uses a commercially available bicycle designed for private and personal use.
- Locking technology is off-the-shelf Kryptonite locks.
- User enters a code provided by mobile app to gain access to a key for U-lock.



EXHIBIT D3

Note: Zagster is debuting a new locking technology with a Bluetooth ring-lock manufactured by Axa, but has yet to deploy it in any markets as of 2/2017

Zagster debuted an industry first in 2015 with accessible bike share in Carmel, IN

- Carmel was the first system in the U.S to offer accessible bike share.
- System has since spread to Carmel, IN and College Park, MD.
- Locking technology is off-the-shelf Kryptonite locks.
- User enters a code provided by mobile app to gain access to a key for U-lock.



David Glass @DavidAGlassII - Sep 2

Bike Share program is underway! Great job @usgosu bringing an awesome program to students. #ShareTheRoad @Zagster

📍 Abby Waidelich, OhioStateStudentLife and OhioState



9



12



EXHIBIT D3

Zagster's Accessible Fleet



Handcycle



Side-by-side Tandem



Heavy-duty Cruiser



Standard Tricycle



Recumbent Tricycle



Cargo Tricycle

Zagster has expanded its offering to include a wide variety of accessible bike options. The bikes are also commercially available consumer products, outfitted with Zagster's lockbox and U-lock.

Bikes are parked at custom bike racks that are often contiguous to Zagster stations

EXHIBIT D3

Case study: Carmel, IN

Carmel, IN responded to a citizen request to incorporate accessible bikes into their system. Mayor took strongly to the idea and Parks Dept has a history of incorporating accessibility into their programming. Launched in April 2015, this is the first accessible system in the nation.

ADA was not the driving force of the accessibility program, but served a political benefit.

Program Summary

- Started with two stations with three tricycles each.
- Added three more after a positive reaction.
- Nine total trikes out of 86 bicycles.
- Provide no wheelchair accommodation, but stations are near parking.

Key Findings

- Program was not designed in response to ADA and may not be fully in compliance.
- System is used along popular trails in Carmel primarily for recreation, not transportation.



EXHIBIT D3

Case study: Westminster, CO

Westminster, CO had three main motivations in launching their system. Equity is a major policy goal for the Mayor, who prioritized it. The second reason was differentiation: it provided Westminster with a market differentiator. The third reason was procurement related: Zagster could be sole sourced since they are the only vendor who does this and as a result the City avoided an RFP.

Program Summary

- 40 bikes total, 4 accessible bikes.
- Handcycle, Tricycle, and Tandem bikes
- One of the sponsors is a hospital who wanted the bikes for patrons in rehab/physical therapy.

Key Findings

- Goal is to provide recreational opportunities that are therapeutic for riders.
- Reported 500 trips system wide in 6 months on 40 bikes, an average of **15 trips per week**.
- System is primarily recreational, and isn't used for day to day transportation.

June 30, 2016

Westminster and Zagster Introduce Inclusive Bike Share Program

Press Release

WESTMINSTER Colo. (June 30, 2016) —

Already recognized as one of America's best places to live, Westminster, Colorado just got even better with today's launch of a bike-share program designed to provide the entire Westminster community with equitable access to a convenient,

affordable and healthy way to experience the city's renowned network of open space trails. "We're proud of Westminster's status as an award-winning community dedicated to sustainable living, and this bike share program, presented by St. Anthony North Health Campus, reinforces that sterling reputation," said Recreation Services Manager Justin Cutler. "While users are free to use the bikes for a variety of purposes, the primary goal of this particular program is to encourage users to explore our celebrated parks and open spaces."



EXHIBIT D3

Case study: College Park, MD

Motivate visited the College Park, MD system to try the accessible bike share program. College Park had contemplated joining Motivate's Capital Bikeshare system, but opted instead to do its own Zagster system. With 120 bikes and 14 stations, this is one of Zagster's largest systems.

Program Summary

- A mix of tandem trikes and normal trikes.
- Does not include any recumbents or other accessible bikes, only trikes.
- 14 stations make the trikes difficult to locate; mobile app does not show where trikes are.

Key Findings

- Program only provides accessibility for the balance impaired and does not accommodate those with lower body impairments.
- Bikes are heavy and difficult to pilot, even for an able bodied individual.
- Took concerted effort to locate accessible vehicles since this information is not available in the app.

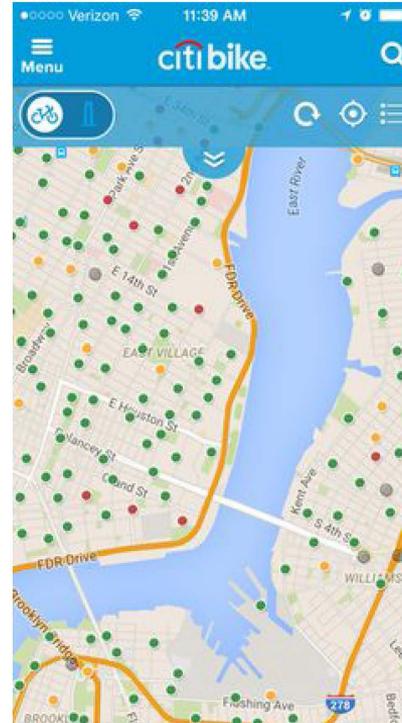
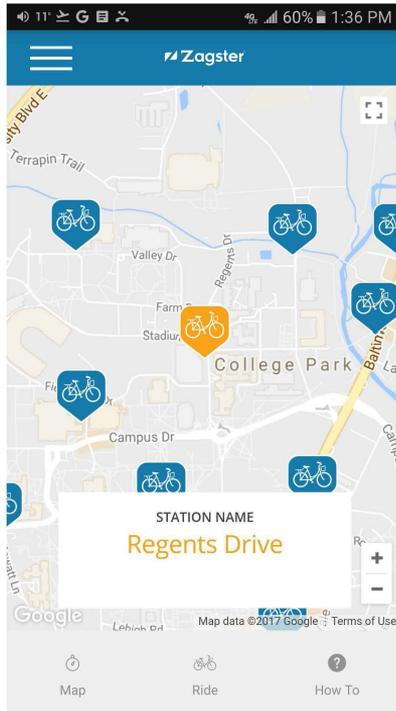


College Park's mBike brings accessible bikeshare to the region

By Carol Tyson - May 12, 2016

EXHIBIT D3

Case study: College Park, MD



Zagster's app does not display availability information, both for station capacity or for accessible bikes. Even though Motivate's app demonstrates availability, it would not register the same information for accessible bikes without significant product development.

Case study: Portland, OR

PBOT responded to a request for accommodation from two members of the public by engaging in outreach with the disability community. Their findings demonstrated that the issue was much more complex than simply providing bikes. People with lower-body impairments needed accommodation for their wheelchair, assistance to transfer from the wheelchair to the bike, storage, bike fitting, and safety instruction. The survey results also found that riders wish to ride on recreational trails, not street traffic.

Program Summary

- Responding to the survey results, PBOT has determined that the accommodation would be better pursued through local bike shops.
- A wide variety of vehicles are made available with staff available for fitting and safety instruction.
- Users can store their wheelchair at the facility while they ride.

Key Findings

- Program has not launched yet, but a key finding from the report is that an automated bike share solution is not the best fit for accommodating those with disabilities.

Portland will offer Biketown-branded cycles for people with disabilities

Posted by [Michael Andersen \(Contributor\)](#) on June 30th, 2016 at 3:58 pm



EXHIBIT D3

General Findings

Accessible bike share systems fundamentally change the nature of a **bike share system.**



Key Findings of Research

1. Bike share's primary use-case is to provide transportation, and the universal thread throughout many accessible bike share programs is their recreational use-case.
2. Riders prefer separated bike paths to on-street infrastructure given lower profiles of bike and wider footprint.
3. There is no accessible bike share program operating today that can accommodate every disability or even most physical disabilities.
4. Mobile application is required to access many Zagster systems and mobile app does not convey bike or dock availability. This means a user seeking an accessible bike could show up to an empty station, or worse be unable to access bikes without a smartphone.
5. Due to wheelchair storage needs, many accessible bike share users require a round-trip, rather than a point-to-point system of stations.
6. Many recumbents and handcycles require fitting, and a user with lower-body impairments would need to leave behind a wheelchair. It is difficult to accommodate wheelchair users with an automated system without on-site staff and a location for wheelchair storage.

USDOT Definition vs. ADA Accommodation

The US Department of Transportation defines bike sharing as:

Bike sharing is an innovative **transportation** solution, ideal for **short-distance, point-to-point trips**. These systems provide users the ability to pick up a bicycle at any **self-serve** bike station and return it to any bike station located with the service area.

The ADA requires public entities to provide access to people with disabilities, subject to some exceptions:

If the public entity can demonstrate, however, that the modifications would fundamentally alter the nature of its service, program, or activity, it is not required to make the modification.

Making bike share truly accessible for every user type will fundamentally change the nature of the service.



EXHIBIT D3

Bike share accommodation and ADA Title II

Incorporating adaptive bicycles into a bike share system could fundamentally alter the nature of bike share service:

- Point to Point Transportation: bike share is designed for one-way trips, presenting challenges for accommodating wheelchair users. Additionally it has a transportation use case, rather than a recreational ‘therapeutic’ nature of accessible bikes.
- Self-service: bike share bikes are ‘one size fits most’ and accessible bikes require custom fitting and adjustments to the individual with the disability.
- Durability: bike sharing systems are open for public use at unstaffed automated locations 24 hours a day. This requires a durable, low maintenance bike and adaptive bikes are not designed for these needs.
- Singular-use bikes: bike share bikes as mentioned are ‘one size fits most’ and there are a wider range of needs that accessible bikes would need serve including trikes, hand-cycles, recumbents, e-assist/tandem bikes, etc. This introduces complexity and cost.

EXHIBIT D3

Recommendation: Portland Offers The Best Model for Accessible Bike Share

- Portland is initiating a pilot in partnership with multiple bike shops, including one (pictured right) that specializes in accessible bikes.
- PBOT is contracting directly with each bike shop while bike share operator focuses on providing the public bike share system.
- Accommodates every use case of accessible bicycling: recumbent, handcycle, tandem, trike, etc.
- Offers a location and staff for fitting, training, and wheelchair storage.



EXHIBIT D

DRAFT

Mayor's Commission on Persons with Disabilities Goals for Calendar
Year 2017

1. Goal: Oakland's Transportation Options are usable by persons with disabilities, including emerging options such as bike share, Transportation Network Companies, and car share, based on best practices and legal requirements.
 - a. Objective: Bike Share is usable by persons with disabilities through the acquisition of adaptive bikes that are available as conveniently and in same manner as regular bikes.
 - i. Strategy: Work with Oakland's Department of Transportation (OakDOT) to make Bay Area Bike Share accessible to persons with disabilities in Oakland, including the acquisition of sufficient adaptive bikes.
 - ii. Strategy: Work with OakDOT to implement specific projects implementing Measure KK-funded, accelerated ADA Transition Plan improvements in the public right of way
2. Goal: Improve Police Accountability with respect to persons with disabilities.
 - a. Objective: Identify areas for improvement in policies and training, and deliver recommendations to Oakland Police Department and the Mayor.
 - i. Strategy: Collect and analyze data on persons with disabilities in jail.
 - ii. Strategy: Establish relationships with Civilian Police Review Board, Police Commission, and Crisis Intervention Team program.

3. Goal: Improve MCPD presence and community engagement in civic processes, including increase in MCPD meeting attendance by members of the public.
 - a. Objective: Measurable increase in public participation in MCPD meetings and other civic engagement opportunities.
 - i. Strategy: Revitalize MCPD's Facebook presence.
 - ii. Strategy: Represent MCPD at at least two relevant outreach events in 2017.
 - iii. Strategy: Develop MCPD outreach materials
 - iv. Strategy: Identify and be present where persons with disabilities are located
 - v. Strategy: conduct listening tour to gather information regarding the characteristics and needs of the disability community in Oakland
 - vi. Strategy: monitor other boards and commissions and establish MCPD liaisons for key boards and commissions
4. Goal: ADA Transition Plan Implementation and City Capital Improvements are prioritized using equity criteria including but not limited to neighborhood demographics such as household income, race, and other relevant equity considerations.
 - a. Objective: Capital improvements that increase disability accessibility are equitably distributed citywide and emphasized in areas where there is the greatest impact on persons with disabilities and other historically underserved communities.

- i. Strategy: Evaluate and recommend equity criteria for ADA capital improvements and the ADA Transition Plan update.
- 5. Goal: City programs are transparent with respect to disability access compliance and are modified and improved to better serve persons with disabilities.
 - a. Objective: Deliver advice and technical assistance to specific, key programs that especially impact the lives of persons with disabilities (Economic and Workforce Development, Oakland Promise, for example) for improving inclusion of participants with disabilities.
 - i. Strategy: Identify model programs, best practices, and key city programs in need of service improvements with respect to increasing participation by persons with disabilities
 - ii. Strategy: Make disability-related data available from research, reports on key program performance, to Mayor by June 2017.
- 6. Goal: Establish relationships with local agencies to advance the rights of persons with disabilities.
 - a. Objective: not discussed.
 - i. Strategy: Schools, jails, courts, voter registration agencies, and other key public agencies are actively monitored for disability civil rights compliance.

OAKLAND CITY COUNCIL
ORDINANCE NO. _____ C.M.S.

ORDINANCE AMENDING AND RESTATING ORDINANCE NO.

WHEREAS, the Commission on Disabled Persons was established by the City Council of the City of Oakland on August 5, 1980 by Ordinance No. 9968 C.M.S., for the purpose of advising, reviewing and commenting on programs, services and activities of the City of Oakland, funding opportunities and all matters affecting persons with disabilities in the community and otherwise promoting total integration of persons with disabilities into the community; and

WHEREAS, at a Special Meeting of the City Council convened on or about April 26, 1994, the City Council determined that existing boards and commissions should be amended to incorporate uniform requirements regarding the selection of members, the duties of said members, and the general responsibilities of boards and commissions; and

WHEREAS, the Ordinance which established the Commission on Disabled Persons was amended accordingly by Ordinance No 11864 C.M.S.; and

WHEREAS, on September 17, 2016, Council approved Ordinance No 13334 C.M.S. to reduce membership and quorum requirements in response to vacancy and attendance challenges and formally renaming

WHEREAS,

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF OAKLAND DOES ORDAIN AS FOLLOWS:

SECTION 1. The City Council of the City of Oakland hereby determines that the preceding recitals are true and correct and hereby adopts and incorporates them into this Ordinance.

SECTION 2. The Commission on Disabled Persons is hereby renamed the Commission on Persons with Disabilities (the "Commission").

SECTION 3. The provisions governing the Commission as set forth in Ordinance No. 9968 C.M.S. and Ordinance No. 11864 C.M.S. are hereby amended and restated as follows (added language is indicated by underlined text, and deleted language is indicated by strikeout text):

Establishment of Commission

Pursuant to Section 601 of the Charter of the City of Oakland, there is hereby created a Commission on Persons with Disabilities.

Duties and Functions

The duties and functions of the Commission on Persons with Disabilities shall be as follows:

- A. The Commission shall advise the Mayor and City Council on ~~service, funding opportunities and~~ all matters affecting the disability community in Oakland.
- B. The Commission shall review and comment on all community policies, programs and actions which affect persons with disabilities.
- C. The Commission shall render information and advice ~~and assistance~~ to other City boards and Commissions, to City departments and to private agencies on matters affecting the disability community.
- D. The Commission shall identify the needs of the disability community and create a citizen awareness of these needs via outreach and education in Oakland and for City staff. Activities shall be aimed at increasing awareness and access for people with disabilities to local, state and federal programs, and at increasing opportunities to fully engage in civic and cultural life.
- E. The Commission shall promote the total integration of persons with disabilities into all aspects of the community.
- F. The Commission shall submit regular status reports to the City Council committee designated as liaison to the Commission, at least once annually or more frequently as directed by the Chairperson of the City Council committee to which the Commission reports.
- G. Status reports submitted in fulfillment of subsection F above must include a detailed description of operating and staffing needs, to be developed and maintained by the department responsible for staffing and administration of the Commission.
- H. Each year, the Commission shall review the annual goals and objectives of the City Council. Review of Mayor and City Council

goals and objectives shall be undertaken to provide the Commission the opportunity to better integrate the activities of the Commission with the City's overall goals and objectives.

- I. City Council approval must be obtained prior to the creation of any additional standing committee of the Commission. A proposal to create a standing committee of the Commission must include information regarding the costs associated with staffing the standing committee, and the costs of complying with noticing and reporting requirements resulting from the establishment of any such standing committee of the Commission.
- J. The Commission shall perform such other functions and duties as may be directed by the City Council.

~~In prescribing the above duties and functions of the Commission, it is not the intent of this Council to duplicate or overlap the functions, duties, or responsibilities heretofore or hereafter assigned to any other City board or commission, or to a City department. As to such functions or responsibilities above set forth which are partially or wholly the responsibilities of another board or commission, or of a department of the City, the Commission will render assistance and advice to such board, Commission, or department as may be requested.~~

Standing Committees

The Commission shall establish three standing committees as follows:

The Commission shall establish two standing Americans with Disabilities Act (ADA) compliance advisory committees to provide leadership to the Commission in fulfilling its responsibility to advise city departments and agencies responsible for conducting compliance activities or delivering programs and services that that impact access to housing, public services and facilities, education, and employment for persons with disabilities as afforded by the ADA or other disability civil rights laws and regulations. Through these committees, the Commission shall at a minimum review and comment on all City policies, programs, projects and other activities which trigger responsibilities under the ADA and related disability access laws,

1. The Transportation and Mobility Commmittee shall focus on physical accessibility, especially in the areas of ADA compliance (transition plan programs), public works, transportation (including but not limited to paratransit), and housing and community development.

2. The Programmatic Access Compliance Advisory Committee shall focus on other City programs, activities, and services especially in the areas of ADA compliance (self-evaluation activities), public safety (police, fire, emergency services), employment, housing and community development, life enrichment (library, parks and recreation, human services) and communications access for disability populations.
3. In addition, the Commission shall establish the Outreach and Education Committee to promote awareness of the MCPD, disability civil rights laws, needs, and resources for persons with disabilities consistent with the Commission's duties and functions.

The Commission shall establish its annual standing committee meeting calendar in consultation with department responsible for staffing and administration of the Commission. Each committee shall meet no more than six times annually. The ADA compliance advisory committees shall adhere to a staggered meeting schedule so that these two committees do not convene during the same month.

In prescribing the above duties and functions and establishing the above standing committees, it is not the intent of this Council to duplicate or overlap the functions, duties, or responsibilities heretofore or hereafter assigned to any other City board or commission, or to a City department. As to such functions or responsibilities above set forth which are partially or wholly the responsibilities of another board or commission, or of a department of the City, the Commission will render assistance and advice to such board, Commission, or department as may be requested.

Membership Number and Quorum

- A. To the extent practicable, appointments to the Commission shall reflect the geographical diversity of the City.
- B. In making appointments to the Commission on Persons with Disabilities, the Mayor shall accept for consideration recommendations for appointments offered by each Council member. Council members must submit recommendations to the Mayor for consideration at least 30 days prior to expiration of an existing Commission member's term.
- C. The Commission shall consist of eleven (11) members who will be appointed pursuant to Section 601 of the Charter and who shall serve without compensation. At least a majority of said Commission members appointed shall be persons with disabilities. To the extent possible, the Commission membership will reflect the diverse

interests of the business and labor communities and all persons with disabilities.

D. Six (6) Commissioners shall constitute a quorum.

Membership Terms

- A. Staggered Terms. Membership terms are currently staggered.
- B. Length of Terms. All appointments shall be for a period of three (3) years except that an appointment to fill a vacancy shall be for the unexpired portion of the term only.
- C. Limit on Consecutive Terms. No person shall be appointed to serve more than two (2) consecutive terms as a member of the Commission on Persons with Disabilities, except that if a member's initial appointment is for the unexpired portion of a term and that unexpired portion is for a period less than twelve (12) months, then that person may serve up to three (3) consecutive terms.
- D. Holdover Status. In the event an appointment to fill a vacancy has not occurred by the conclusion of a Commission member's term, that member may continue to serve as a member of the Commission during the following term in a holdover capacity for a period not to exceed one year, to allow for the appointment of a Commission member to serve the remainder of said following term.
- E. Removal. To assure participation of Commission members, attendance by the members of the Commission to all regularly scheduled and special meetings of the Commission shall be recorded, and such record shall be provided upon request to the Office of the Mayor for review. A member may be removed pursuant to Section 601 of the City Charter. Among other things, conviction of a felony, misconduct, incompetency, inattention to or inability to perform duties, or absence from three (3) consecutive regular meetings except on account of illness or when absent from the City by permission of the Commission Chair, shall constitute cause for removal.
- F. Vacancy. A vacancy on the Commission will exist whenever a Commissioner dies, resigns, or is removed, or whenever an appointee fails to be confirmed by the Council within ten (10) days of appointment.

Officers and Meetings

The Commission shall elect a chairperson and a vice chairperson from amongst its members who will serve a one-year term. The Commission shall

meet at least every other month in the Oakland City Hall, One Frank Ogawa Plaza, Oakland, at an established date and time suitable for its purpose. Such meetings shall be designated regular meetings. Other meetings called by the Mayor or City Administrator and meetings scheduled for a time or place other than for regular meetings, shall be designated special meetings. Written notice of special meetings shall be given to the Commission members, the Council, and the public press in accordance with the open meeting requirements of the Oakland Municipal Code.

Rules and Reports

The Commission shall establish rules and procedures for the conduct of its business by a majority vote of the Commissioners present. Said rules and any amendments thereto shall be delivered to the City Administrator for review and approval. Voting shall be required for the adoption of any motion or resolution. The Commission shall make its reports, findings and recommendations in writing unless otherwise directed by the Mayor. All reports, findings, and recommendations shall be made either to the City Administrator or the City Council. Recommendations from the Commission to the City Administrator or the Mayor shall be carefully and fully considered by him/her. If rejected by the City Administrator or Mayor, the Commission may submit its recommendations to the Council for its consideration, as appropriate.

Staff

The City Administrator shall provide the Commission with staff assistance from City employees under his or her jurisdiction.

SECTION 4. Severability. If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of the Ordinance. The City Council hereby declares that it would have passed this Ordinance and each section, subsection, clause or phrase thereof irrespective of the fact that one or more other sections, subsections, clauses or phrases may be declared invalid or unconstitutional.

SECTION 5. Effective Date. This Ordinance shall become effective immediately on final adoption if it receives six or more affirmative votes; otherwise it shall become effective upon the seventh day after final adoption.

IN COUNCIL, OAKLAND, CALIFORNIA,

PASSED BY THE FOLLOWING VOTE:

AYES - BROOKS, CAMPBELL WASHINGTON, GALLO, GUILLEN, KALB, KAPLAN, REID, AND PRESIDENT
GIBSON MCELHANEY

NOES -

ABSENT -
ABSTENTION -

ATTEST: _____
LATONDA SIMMONS
City Clerk and Clerk of the Council
of the City of Oakland, California

NOTICE AND DIGEST



Oakland Public Works
ADA Programs Division
Design, Engineering & Construction

Memorandum

Date: February 27, 2017
To: Mayor's Commission on Persons with Disabilities (MCPD)
Attn: Frank Sperling, Chairperson
From: Christine Calabrese, ADA Programs Manager
RE: Proposed MCPD Ordinance Change Establishing Three Standing Committees

BACKGROUND

In December 2016, the Mayor's Commission on Persons with Disabilities (MCPD) requested that staff prepare documents to establish three standing committees of the Commission:

1. Outreach and Education Committee
2. Physical Access Compliance Advisory Committee (Transportation and Mobility)
3. Programmatic Access Compliance Advisory Committee

City Council approval must be obtained prior to the creation of any standing committee of the Commission. A proposal to create a standing committee of the Commission must include information regarding the costs associated with staffing the standing committee, and the costs of complying with noticing and reporting requirements resulting from the establishment of any such standing committee of the Commission.¹

The ADA Programs Division is responsible for staffing and administration of the Commission. Commission leadership and ADA Programs staffers subsequently discussed how to establish the desired committee structure while limiting new administrative and fiscal burdens for the small Division. We agreed to stagger the two access compliance advisory committee meeting schedules and to limit all three committees to six meetings annually.

The attached draft Ordinance Modifying the Commission on Persons with Disabilities, with added language indicated by underlined text, and deleted language indicated by ~~strikeout~~ text, is an attempt to implement the new committee structure in manner consistent with aforementioned agreement.

This following report discusses the administrative and fiscal impacts of the proposed ordinance changes.

¹ Ordinance No. 9968 C.M.S. and Ordinance No. 11864 C.M.S. as amended, Section III.I

STAFFING IMPACTS

The ADA Programs Division central mission is citywide implementation and enforcement of the Americans with Disabilities Act (ADA) and related disability civil rights laws and regulations. The Division is currently assigned four full-time positions (4.0 FTE) including a Project Manager II (ADA Programs Manager), a Disability Access Coordinator, a Program Analyst III (ADA Programmatic Access Coordinator), and a Program Analyst I. The Program Analyst I position will be filled on February 27, 2017. The Disability Access Coordinator position that primarily serves the public works and transportation departments is vacant but should be filled this quarter.

The Commission currently has no standing committees. The full Commission meets monthly and the Division currently devotes the equivalent of 40% of a full time employee (.40 FTE) to Commission staffing up to 12 MCPD meetings annually. The establishment of the three proposed standing committees will add up to 18 more meetings to the annual MCPD calendar, and correlate to a 2.5 fold increase in staffing needs: .40 FTE (current) x 2.5 = 1.00 FTE.

The two proposed access compliance advisory committees are complementary to the primary ADA Programs Division mandate to implement and monitor departmental conformance with disability access laws and regulations and warrant senior staff assignments. The new Program Analyst I position is slated to provide up to .50 FTE support for the MCPD. A fully-staffed Division (4.0 FTE) can, therefore, under normal circumstances devote up to 1.25 FTE for Commission staffing with no significant impact to fulfilling its core functions.

It is important to note, however, that the City is currently developing the next two-year budget, for Fiscal Year 2017-19 and across-the-board budget cuts are anticipated. The FY 17-19 ADA Programs Division baseline includes three permanent positions and one grant funded limited duration (GFLD) position that ends in December 2017. A three person ADA Programs Division cannot support the proposed committee structure without significantly compromising the Division's ability to fulfill its primary mandate. While the Mayor's budget proposal may include making this GFLD position permanent, final Council approval of this action is needed.

FISCAL IMPACTS

MCPD Staffing Cost Impacts

\$179,557.80 (proposed) - \$98,928.10 (budgeted) = \$80,629.70

Table 1.A: Current MCPD Staffing and Costs (12 meetings per year)

Position	Full Time Equivalent	Fully Burdened Cost* FY 17-18
Project Manager II	.10	37,135.00
Program Analyst III	.30	61,793.10
TOTAL	.40	\$98,928.10

Table 1.B: Proposed New MCPD Staffing and Costs (30 meetings per year)

Position	Full Time Equivalent	Fully Burdened Cost* FY 17-18
Project Manager II	.10	37,135.00
Program Analyst III	.20	41,195.40
Disability Access Coordinator	.20	25,269.40
Program Analyst I	.50	75,958.00
TOTAL	1.00	\$179,557.80

*Budgeted salary and benefits X overhead

MCPD Operational Cost Impacts

\$39,200 (proposed) - \$11,852 (budgeted) = \$27,348.00

The ADA Programs Division currently receives \$11,852.00 per year for MCPD operations. The Division taps other operational accounts to support current MCPD activities in excess of this amount. The Division does not, however, have overhead resources enough to absorb the proposed committee structure. Council must, therefore, allocate additional funds to support up to 18 additional MCPD meetings annually.

Table 2: MCPD Operational Budget Impacts*

Line Item and Cost	No. of Meetings	Cost Per Meeting	Total Budget
Monthly Meetings Costs			
KTOP (sound)	12	\$500	\$6,000
Duplicating, Postage & Mailing	12	\$100	\$1,200
Large Print and Braille Translation	12	\$550	\$6,600
Public Relations (meals, sponsorships, registration fees, special events, etc.)			\$3,500
Subtotal Monthly Meetings			\$17,300.00
Committee Meetings Costs			
KTOP (sound)	18	\$500	\$9,000
Duplicating, Postage & Mailing	18	\$100	\$1,800
Large Print and Braille Translation	18	\$550	\$9,600
Public Relations (meals only)	10	\$150	\$1,500
Subtotal Committee Meetings			\$21,900.00
Total Proposed MCPD Operational Budget			\$39,200.00

**Note: Does not include ASL interpreting services or other auxiliary aides and services provided upon request by commission members or the public.*

Thanks in advance for your kind consideration of this information.

Christine Calabrese
ADA Programs Manager

CC:
Christine Daniel, Assistant City Administrator
Commission Roster
Sherri Rita, ADA Programmatic Access Coordinator

CITY OF OAKLAND
Mayor's Commission on Persons with Disabilities

Members Roles, Responsibilities and Protocols

1. Read, understand and adhere to Ordinances No. 9968, No. 11864, [No. 85659](#), and any subsequent amendments, establishing the Commission, as well as the [Brown Act](#), the [Sunshine Ordinance](#) and the [Political Reform Act](#) as they affect Commission business, in addition to any other pertinent laws or ordinances.

Members will be aware that they are ALWAYS a representative of the Commission and will conduct themselves in a manner that reflects the spirit and goals of the Commission and that would never compromise the Commission or its work.

2. Regularly report on Commission business and activities to constituent and community groups and represent or report about such group concerns and viewpoints at Commission meetings. Attend City Council and Council Committee meetings as needed and as available.

3. Agree to participate on one Committee, to attend regularly, and to assist the Committee and Committee Chair in accomplishing the work plan, goals and objectives of the Committee. All Committee meetings will have an agenda and will be noticed/posted in accordance with State and City laws.

4. The Chairperson of the Commission carries responsibility for acting as a liaison with staff to the Commission. In order to facilitate communication between the Commission and staff, and to maximize efficiency for staff in their relationship to the Commission, Commissioners will go through the Chairperson in communicating with staff, unless there is an agreed-upon arrangement on an issue-by-issue basis. Commissioners will be respectful and aware of the limitations on the amount of time staff has been allocated to serve the Commission.

5. The Chairperson of the Commission shall be responsible for composing all correspondence on behalf of the Commission, unless there is an agreed-upon arrangement to delegate this responsibility, on an issue-by-issue basis. The Chairperson will be responsible for using Commission letterhead and for signing all correspondence pertinent to Commission business. When correspondence is generated by a Committee, the Chairperson and the Committee Chair will co-sign the correspondence. At no time will Commissioners seek to represent the Commission in writing without express authorization by the Chairperson to do so.

6. Commission business will be represented or communicated by the Chairperson unless the Commission and the Chairperson agree to delegate responsibility for representation to a specific Commission member on a specific issue. In that case, the position or communication of the Commission will be agreed upon and clearly specified in advance.

7. Commissioners at no time will take the initiative to represent the Commission on any matter without prior discussion by the Commission and without the specific knowledge and consent of the Chairperson. Commissioners will not meet with or contact City staff on Commission business without authorization by the Chairperson and the Commission.

8. In accordance with the Fair Political Practices Act, Commissioners agree to serve their term on the Commission without compensation or monetary or material gain. Should a Commissioner find her/himself in conflict of interest on any matter, the Commissioner will identify the conflict and will take appropriate action. This action may involve excusing oneself from a matter or, in some cases, may involve removing oneself from the Commission. Commission members may seek advice from City staff on these matters by going through the Chair for referrals.

9. The Commission does not endorse candidates or take positions on ballot matters. Commissioners may not make endorsements on behalf of the Commission. Commissioners, by their own choice, may allow their names to be used with their title as Commissioner for purposes of identification only.