



## Human Welfare and Community Action Commission

### AGENDA

Wednesday, September 24, 2025  
6:30 PM  
2180 Milvia Street  
Berkeley, CA 94704

#### Preliminary Matters

1. Roll Call
2. Agenda Approval
3. Public Comment

#### Update/Action Items

*The Commission may take action related to any subject listed on the agenda, except where noted.*

#### **Berkeley Community Action Agency Board Business**

4. Approve minutes from the 7/16/2025 regular meeting (Attachment A) – All
5. Recommended approval of anticipated 2026 Community Services Block Grant (CSBG) funding (Attachment B) – Staff
6. Review City of Berkeley Single Audit for the year ended June 30, 2024 (Attachment C)– All
7. Discussion and possible action on HWCAC chair and vice chair election – All
8. Review City of Berkeley funded agency program and financial reports (Attachment D) — Staff
  - a. Berkeley Community Gardening Collaborative program and financial reports

#### **Other Discussion Items**

9. Discussion and possible action on commission guidelines and practices (Attachment E) – Lara Cruz
10. Discussion and possible action on letter sent to City Council regarding homeless sweeps and a task force on homelessness (Attachment F) – Lippman
11. Discussion and possible action to address potential funding gaps for services aimed at low-income residents – All
12. Discussion and possible action to create a plan to collaborate with other City of Berkeley commissions on homelessness – All
13. Discussion and possible action on commission recruitment and outreach efforts – All
14. Review latest City Council meeting agenda

15. Announcements

16. Future Agenda Items

**Adjournment**

**Attachments**

- A. Draft minutes of the 7/16/2025 regular meeting
- B. Recommended approval of anticipated 2026 Community Services Block Grant (CSBG) funding memo
- C. City of Berkeley Single Audit
- D. Program and financial reports from Berkeley Community Gardening Collaborative
- E. HWCAC Strategic Plan and Bylaws
- F. Letter to City Council regarding homeless sweeps

Review City Council Meeting Agenda at City Clerk Dept. or  
<http://www.cityofberkeley.info/citycouncil>

**Communications**

Communications to Berkeley boards, commissions or committees are public record and will become part of the City's electronic records, which are accessible through the City's website. **Please note: e-mail addresses, names, addresses, and other contact information are not required, but if included in any communication to a City board, commission or committee, will become part of the public record.** If you do not want your e-mail address or any other contact information to be made public, you may deliver communications via U.S. Postal Service or in person to the secretary of the relevant board, commission or committee. If you do not want your contact information included in the public record, please do not include that information in your communication. Please contact the secretary to the relevant board, commission or committee for further information. Any writings or documents provided to a majority of the Commission regarding any item on this agenda will be made available for public inspection at Housing and Community Services Department located at 2180 Milvia Street, 2nd Floor.

This meeting is being held in a wheelchair accessible location. To request a disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact the Disability Services specialist at 981-6418 (V) or 981-6347 (TDD) at least three business days before the meeting date. **Please refrain from wearing scented products to this meeting.**

**Secretary:**

Mary-Claire Katz  
Health, Housing & Community Services Department  
510-981-5414  
[mkatz@berkeleyca.gov](mailto:mkatz@berkeleyca.gov)

**Mailing Address:**

Human Welfare and Community Action Commission  
Mary-Claire Katz, Secretary  
2180 Milvia Street, 2<sup>nd</sup> Floor  
Berkeley, CA 94704



## Human Welfare and Community Action Commission

### DRAFT MINUTES

Wednesday, July 16, 2025

6:30 PM

2180 Milvia Street  
Berkeley, CA 94704

### Preliminary Matters

1. Roll Call  
Present: Bohn, Lara Cruz, Lippman, Marisol, Sol.  
Absent: Huchting  
Quorum: 4 (Attended: 5).  
Staff Present: Mary-Claire Katz  
Public Present: 1.
2. Agenda Approval  
No changes.
3. Public Comment  
None.

### Update/Action Items

*The Commission may take action related to any subject listed on the agenda, except where noted.*

### **Berkeley Community Action Agency Board Business**

4. Approve minutes from the 6/18/2025 regular meeting (Attachment A) – All  
**Action:** M/S/C (Bohn/Marisol) to approve the minutes from the 6/18/25 regular meeting.  
**Vote:** Ayes – Bohn, Lara Cruz, Lippman, Marisol, Sol. Noes –None; Abstain – None;  
Absent – Huchting.
5. Review City of Berkeley funded agency program and financial reports (Attachment B) — Staff
  - a. J-Sei program and financial reports  
**No action taken.**

### **Other Discussion Items**

6. Discussion and possible action on draft letter to City Council regarding homeless sweeps (Attachment C) – All  
**Action:** M/S/C (Lara Cruz/Bohn) to approve the draft letter to Council with edits and for the secretary to send the letter to Council.  
**Vote:** Ayes – Bohn, Lara Cruz, Lippman, Marisol, Sol. Noes –None; Abstain – None;  
Absent – Huchting.
7. Discussion and possible action to address potential funding gaps for services aimed at low-income residents – All  
**No action taken.**

8. Discussion and possible action to create a plan to collaborate with other City of Berkeley commissions on homelessness – All  
**No action taken.**
9. Discussion and possible action on commission recruitment and outreach efforts – All  
**No action taken.**
10. Review latest City Council meeting agenda  
**No action taken.**
11. Announcements  
**No action taken.**
12. Future Agenda Items
  - Coordinate presentation with Marisol from the organization Where Do We Go.

### **Adjournment**

**Action:** M/S/C (Lara Cruz/Marisol) to adjourn at 8:30 PM.

**Vote:** Ayes – Bohn, Lara Cruz, Lippman, Marisol, Sol. Noes –None; Abstain – None; Absent – Huchting.

### **Attachments**

- A. Draft minutes of the 6/18/2025 regular meeting
- B. Program and financial reports from J-Sei
- C. Draft letter to City Council regarding homeless sweeps

Review City Council Meeting Agenda at City Clerk Dept. or  
<http://www.cityofberkeley.info/citycouncil>

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#### **Secretary (substitute):**

Emily Rose  
 Health, Housing & Community Services Department  
 510-981-7551

#### **Mailing Address:**

Human Welfare and Community Action Commission  
 Mary-Claire Katz, Secretary  
 2180 Milvia Street, 2<sup>nd</sup> Floor



Health, Housing &  
Community Services Department  
**Housing & Community Services Division**

**To:** Members, Human Welfare and Community Action Commission (HWCAC)

**From:** Mary-Claire Katz, HCS, HHCS

**Date:** September 17, 2025

**Subject:** **Recommended Approval of Anticipated 2026 Community Services Block Grant (CSBG) Funding**

### RECOMMENDATION

Housing and Community Services staff recommend that the HWCAC recommend the City Council accept the anticipated calendar year (CY) 2026 CSBG funding. The anticipated award amount for CY 2025 is approximately \$300,000. If the state does not allocate sufficient funds to cover the allocations designated during FY25-FY28 Community Agency Request for Proposal (RFP) this year or subsequent years, the City may either terminate or amend the resultant agreements with agencies without any liability occurring to the City. A record copy of said agency contracts and any amendments are on file in the Office of the City Clerk.

### CURRENT SITUATION

The City of Berkeley is a Community Action Agency (CAA) and therefore receives CSBG funding to support anti-poverty programs. CSBG funds are part of the federal Department of Health and Human Services budget passed through the state to local CAAs. Historically, the City of Berkeley has awarded CSBG funds to community service programs providing health and other services to those living in poverty in Berkeley.

The HWCAC acts as the tripartite advisory Board for CSBG funding and makes recommendations to Berkeley City Council. The Berkeley City Council is responsible for all final CSBG funding decisions.

HCS staff are requesting that the HWCAC make this recommendation now to ensure the City meets state contracting guidelines. If the HWCAC recommends it to Council, and Council adopts it before the end of the year, it will help the City execute the revenue contract on time and stay compliance with state requirements.

Award notifications from CSD have historically arrived in November. Once we have an official award amount, HCS staff will report back to the HWCAC on that amount.

*A Vibrant and Healthy Berkeley for All*

Internal

Human Welfare and Community Action Commission (HWCAC)

September 17, 2025

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**BACKGROUND**

CSBG supports the City of Berkeley's anti-poverty efforts. The total award amount for both calendar years 2024 and 2025 is \$327,299. This includes \$26,000 in discretionary funding for each year. The CY 2026 allocation in CSBG funds complement anti-poverty General Funds which are used for other critical community services.

The table below illustrates the CSBG and leveraged funding breakdown for 2024 as an example of how the City uses CSBG funding:

	<b>CSBG</b>	<b>CSBG Disc.</b>	<b>City Leveraged Funds (Measure E)</b>	<b>Total</b>
<b>Revenue</b>	\$299,495	\$26,000	\$1,653,260	\$1,978,755
<b>Expenditure</b>				
Community Agency – Lifelong Health Services	\$160,000	\$0	\$0	\$160,000
Community Agency – Easy Does It Disability Services	\$0	\$0	\$1,653,260	\$1,653,620
Community Agency – Women's Daytime Drop-In Clinic	\$0	\$26,000	\$0	\$26,000
Administration – 12% cap of total operating budget, including leveraged funds	\$139,798	\$0	\$0	\$139,798 (=7%)
<b>Total</b>	\$299,495	\$26,000	\$1,653,260	\$1,971,755

# City of Berkeley

Berkeley, California

*Single Audit Report*

*For the year ended June 30, 2024*

**City of Berkeley  
Single Audit Report**

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**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND  
OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN  
ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

Independent Auditor's Report

To the Honorable Mayor and Members of the City Council  
of the Berkeley, City of  
Berkeley, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of City of Berkeley, California (City), as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise City's basic financial statements, and have issued our report thereon dated January 31, 2025.

**Report on Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of City's internal control. Accordingly, we do not express an opinion on the effectiveness of City's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements, on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

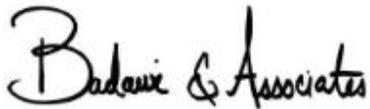
**Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

To the Honorable Mayor and Members of City Council  
of the City of Berkeley  
Berkeley, California  
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**Purpose of This Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "Badawi & Associates". The signature is written in a cursive, flowing style.

Badawi & Associates, CPAs  
Berkeley, California  
January 31, 2025

**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM  
AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE**

To the Honorable Mayor and Members of City Council  
of the City of Berkeley  
Berkeley, California

**Report on Compliance for Each Major Federal Program**

***Opinion on Each Major Federal Program***

We have audited the City of Berkeley, California (City)'s compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of the City's major federal programs for the year ended June 30, 2024. The City's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the City complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2024.

***Basis for Opinion on Each Major Federal Program***

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the City's compliance with the compliance requirements referred to above.

***Responsibilities of Management for Compliance***

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the City's federal programs.

To the Honorable Mayor and Members of City Council  
of the City of Berkeley  
Berkeley, California  
Page 2

### ***Auditor's Responsibilities for the Audit of Compliance***

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the City's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the City's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the City's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the City's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

### **Report on Internal Control over Compliance**

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

To the Honorable Mayor and Members of City Council  
of the City of Berkeley  
Berkeley, California  
Page 3

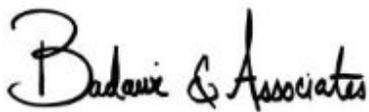
Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. Given these limitations, we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that have not been identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

#### **Report on Schedule of Expenditures of Federal Awards and Other Supplementary Schedules**

We have audited the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City, as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the City's basic financial statements. We issued our report thereon dated January 31, 2025, which contained unmodified opinions on those financial statements. Our audit was performed for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards and other supplementary schedules on pages 16-17 are presented for purposes of additional analysis as required by the Uniform Guidance and pass-through entities and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards and other supplementary schedules on pages 16-17 are fairly stated in all material respects in relation to the basic financial statements as a whole.



Badawi & Associates, CPAs  
Berkeley, California  
March 26, 2025

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**City of Berkeley**  
**Schedule of Expenditures of Federal Awards**  
**For the year ended June 30, 2024**

Grantor Agency and Grant Title	Assistance Listing Number	Federal Award/ Pass-through Number	Federal Expenditures	Subrecipient Payments
<b>U.S. Department of Agriculture:</b>				
Pass-through State Department of Health Services:				
Special Supplemental Nutrition Program for Women, Infants and Children	10.557	22-10233	778,092	-
		Subtotal ALN 10.557	778,092	-
<b>Total U.S. Department of Agriculture</b>			778,092	-
<b>U.S. Department of Commerce:</b>				
Economic Development Cluster				
Direct Program:				
Business Economic Development Administration Revolving Loan Fund	11.307	07-39-02523	767,557	-
COVID-19 Business Economic Development Administration Revolving Loan Fund	11.307	07-79-07605	669,157	-
		Subtotal Economic Development Cluster	1,436,714	-
<b>Total U.S. Department of Commerce</b>			1,436,714	-
<b>U.S. Department of Housing and Urban Development:</b>				
CDBG - Entitlement Grants Cluster				
Direct Programs:				
Community Development Block Grant	14.218	B-22-MC-06-0008	4,451,964	1,504,385
Community Development Block Grant - Program Income	14.218	B-22-MC-06-0008	20,304	-
		CDBG - Entitlement Grants Cluster	4,472,268	1,504,385
Direct Programs:				
Shelter Plus Care Program	14.238	CA0/49L91022112/COACH, CA0116L9T022114/SHC	5,824,791	-
Pass-through Alameda County:				
Shelter Plus Care Program	14.238	C - 23726	885,012	-
		Subtotal ALN 14.238	6,709,803	-
Direct Programs:				
Emergency Solutions Grant Program	14.231	E-22-MC-06-0008	485,159	208,342
		Subtotal ALN 14.231	485,159	208,342
Direct Programs:				
Home Investment in Affordable Housing	14.239	M24MC060202	135,461	37,500
Home Investment in Affordable Housing (Program Income)	14.239	M24MC060202	65,998	-
		Subtotal ALN 14.239	201,459	37,500
<b>Total U.S. Department of Housing and Urban Development</b>			11,868,689	1,750,227
<b>U.S. Department of Justice</b>				
Pass-through Alameda County Sheriff's Office				
FY19 Justice Assistance Grant	16.738	2020-DJ-BX-0777	1,106	-
FY20 Justice Assistance Grant	16.738	15PBJA-21-GG-01242-JAGX	40,752	-
FY21 Justice Assistance Grant	16.738	15PBJA-22-GG-02093-JAGX	15,997	-
		Subtotal ALN 16.738	57,855	-
<b>Total U.S. Department of Justice</b>			57,855	-
<b>U.S. Department of Transportation:</b>				
Pass-through the State Department of Transportation:				
goBerkeley Residential Shared Parking Pilot	20.205	04-5057F15-F031-ISTEA	31,274	-
Pass-through Association of Bay Area Governments and MTC:				
Southside Complete Streets	20.205	04-5057F15-F034-ISTEA	3,280,599	-
		Subtotal ALN 20.205	3,311,873	-

**City of Berkeley**  
**Schedule of Expenditures of Federal Awards**  
**For the year ended June 30, 2024**

Grantor Agency and Grant Title	Assistance Listing Number	Federal Award/ Pass-through Number	Federal Expenditures	Subrecipient Payments
<b>Highway Safety Cluster</b>				
Pass-Through the State of California - Office of Traffic Safety:				
Selective Traffic Enforcement Program	20.600	PT23088	68,362	-
Selective Traffic Enforcement Program	20.600	PT24016	171,934	-
		Subtotal Highway Safety Cluster	<u>240,296</u>	<u>-</u>
<b>Total U.S. Department of Transportation</b>			<u>3,552,169</u>	<u>-</u>
<b>U.S. Department of Treasury:</b>				
Pass-Through the State of California - Department of Finance:				
COVID-19 Coronavirus State and Local Fiscal Recovery Funds	21.027	Not available	5,589,507	-
<b>Total U.S. Department of Treasury</b>			<u>5,589,507</u>	<u>-</u>
<b>U.S. Department of Health and Human Services:</b>				
Aging Cluster				
Pass-Through County of Alameda Area Agency on Aging:				
Special Programs for the Aging - Title III, Part C - Nutrition Services	93.045	900161	184,672	-
Special Programs for the Aging - Title III, Part B - Senior Center Activities	93.044	900161	47,054	-
		Aging Cluster Total	<u>231,725</u>	<u>-</u>
Medicaid Cluster				
Pass-Through Alameda County Children & Family Services:				
Services to Enhance Early Development	93.778	900161	148,676	-
		Medicaid Cluster Total	<u>148,676</u>	<u>-</u>
Pass-Through State Department of Health Services:				
Maternal and Child Health Services Block Grant	93.994	202259	247,456	-
Pass-Through State Department of Health Services:				
Public Health Emergency Preparedness: CDC Base Allocation	93.074	22-10639	222,571	-
Emergency Preparedness-Cities Readiness Initiative (CRI)	93.074	22-10639	32,945	-
		Subtotal ALN 93.074	<u>255,516</u>	<u>-</u>
Pass-Through State Department of Public Health:				
COVID-19 Epidemiology and Laboratory Capacity for Infectious Diseases (ELC)	93.323	6NU50CK000539-01-08 DHHS-CDC	392,555	-
Pass-Through State Department of Community Services and Development:				
Community Services Block Grant	93.569	23F-4001	134,918	95,429
Community Services Block Grant - DISC	93.569	23F-4001 (Disc)	12,807	12,807
Community Services Block Grant	93.569	24F-3001	133,630	110,361
		Subtotal ALN 93.569	<u>281,355</u>	<u>218,597</u>
Pass-Through Essential Access Health:				
Family Planning Services	93.217	412-5320-71209-23-24	86,821	-
Family Planning Services	93.217	412-5320-2456-200-22.3-24-25	48,596	-
		Subtotal ALN 93.217	<u>135,417</u>	<u>-</u>
Pass- Through County of Alameda Area Agency on Aging:				
Special Programs for the Aging - Title III, Part E - Family Caregiver	93.052	900161	86,571	-
Pass-Through State Department of Health Care Services (and Advocates for Human Potential Inc.):				
Crisis Care Mobile Unit Program	93.959	7460-CA Mobile Crisis-Berkeley-01	617,282	-

See accompanying Notes to Schedule of Expenditures of Federal Awards

**City of Berkeley**  
**Schedule of Expenditures of Federal Awards**  
**For the year ended June 30, 2024**

Grantor Agency and Grant Title	Assistance Listing Number	Federal Award/ Pass-through Number	Federal Expenditures	Subrecipient Payments
Pass-Through State Department of Health Services:				
Childhood Immunization Grants	93.268	17-100331	413,639	-
Nutrition Education	93.945	19-10370	37,971	-
Nutrition Education	93.945	23-10306	119,791	-
		Subtotal ALN 93.945	<u>157,762</u>	<u>-</u>
COVID-19 Public Health Workforce Supplemental Funding	93.354	6 NU90TP922071-01-02	100,808	-
Tuberculosis - Real Time Allotment	93.116	2365R TA00	19,715	-
Pass-Through State Department of Public Health:				
California Equitable Recovery Initiative	93.391	CERI-21-23-05	90,218	-
<b>Total U.S. Department of Health and Human Services</b>			<u>3,178,695</u>	<u>218,597</u>
<b>U.S. Department of Homeland Security:</b>				
Pass-Through California Governor's Office of Emergency Service				
Hazard Mitigation Grant - Retrofit for Hazardous Buildings	97.039	4344-26R-0-82-1-115	877,140	-
Hazard Mitigation Grant - Retrofit for Seismically Vulnerable Buildings	97.039	4558-69-50R	31,118	-
		Subtotal ALN 97.039	<u>908,258</u>	<u>-</u>
Direct Programs:				
Urban Areas Security Initiative Program	97.044	EMV-2020-FG-12375	69,540	-
Urban Areas Security Initiative Program	97.044	EMW-2022-FG-00868	147,424	-
		Subtotal ALN 97.039	<u>216,964</u>	<u>-</u>
<b>Total U.S. Department of Homeland Security</b>			<u>1,125,222</u>	<u>-</u>
<b>Total Federal Expenditures</b>			<u>\$ 27,586,943</u>	<u>\$ 1,968,824</u>

**City of Berkeley**  
**Single Audit Report**  
**Notes to Schedule of Expenditures of Federal Awards**  
**For the year ended June 30, 2024**

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## 1. REPORTING ENTITY

The financial reporting entity, as defined by Governmental Accounting Standards Board (GASB), consists of the primary government, which is the City of Berkeley (City), organizations for which the primary government is financially accountable, and other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete. The City of Berkeley Rent Stabilization Board is the only component unit of the City.

## 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

### Basis of Accounting

Funds received under the various grant programs have been recorded within the general, special revenue, capital projects, and enterprise funds of the City. The City utilizes the modified accrual basis of accounting for the general, special revenue, and capital project funds. The accrual basis of accounting is used for the enterprise fund. The accompanying Schedule of Expenditures of Federal Awards (Schedule) is presented in accordance with the requirements of the *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

### Schedule of Expenditures of Federal Awards

The accompanying Schedule presents the activity of all Federal financial assistance programs of the City. Federal financial assistance received directly from Federal agencies as well as Federal financial assistance passed through the State of California and other agencies are included in the Schedule. The Schedule of Expenditures of Federal Awards was prepared from only the accounts of various grant programs and, therefore, does not present the financial position or results of operations of the City.

## 3. INDIRECT COSTS

The City did not elect to use the 10% de minimis indirect cost rate.

## 4. CALCULATION OF FEDERAL EXPENDITURES - ALN 11.307

Federal expenditures for the Business Economic Development Administration Revolving Loan Fund (ALN 11.307) were calculated as follows per program requirements:

	<u>07-39-02523</u>	<u>07-79-07605</u>
Balance of RLF principal outstanding on loans at the end of the recipient's fiscal year	\$ 422,074	\$ 523,513
Cash and investment balance in the RLF at the end of the recipient's fiscal year	314,361	109,600
Administrative expenses paid out of RLF income during the recipient's fiscal year	6,122	18,127
Loans forgiven	25,000	17,917
	<u>767,557</u>	<u>669,157</u>
The Federal share of the RLF.	100%	100%
Federal expenditures for FY2023-24	<u>\$ 767,557</u>	<u>\$ 669,157</u>

**City of Berkeley**  
**Single Audit Report**  
**Schedule of Findings and Questioned Costs**  
**For the year ended June 30, 2024**

**Section I - Summary of Auditors' Results**

**Financial Statements**

Types of auditors' report issued: Unmodified

Internal control over financial reporting:

- Material weakness(es) identified? No
- Significant deficiency(ies) identified? None noted

Any noncompliance material to the financial statements noted: No

**Federal Awards**

Internal control over major programs:

- Material weakness(es) identified? No
- Significant deficiency(ies) identified? None noted

Types of auditors' report issued on compliance for major programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with section 200.516(a): No

Identification of major programs:

<b>Assistance Listing Number</b>	<b>Name of Federal Program or Cluster</b>	<b>Expenditures</b>
11.307	Economic Development Cluster	\$ 1,436,714
20.205	Highway Planning and Construction (Federal-Aid Highway Program)	3,311,873
21.027	Coronavirus State and Local Fiscal Recovery Funds	5,589,507
93.959	Block Grants for Substance Use Prevention, Treatment and Recovery Services	617,282
97.039	Hazard Mitigation Grant Program	908,258
<b>Total Expenditures of All Major Federal Programs</b>		<b>\$ 11,863,634</b>
<b>Total Expenditures of Federal Awards</b>		<b>\$ 27,586,943</b>
<b>Percentage of Total Expenditures of Federal Awards</b>		<b>43.0%</b>

Dollar threshold used to distinguish between type A and type B program: \$827,608

Auditee qualified as low-risk auditee under section 200.520? Yes

**City of Berkeley**  
**Single Audit Report**  
**Schedule of Findings and Questioned Costs, Continued**  
**For the year ended June 30, 2024**

---

**Section II –Current Year Findings**

**A. Current Year Findings – Financial Statement Audit**

No findings in the current year.

**B. Current Year Findings and Questioned Costs – Major Federal Award Program Audit**

No findings in the current year.

**Section III- Prior Year Findings**

**A. Prior Year Findings – Financial Statement Audit**

No prior year financial statement audit findings.

**B. Prior Year Findings and Questioned Costs – Major Federal Award Program Audit**

**2022-001- Tri-Partite Board Compliance**

**Program:**

Community Services Block Grant (CSBG), Assistance Listing Number 93.569, U.S. Department of Health and Human Services, Passed through State of California, Department of Community Services and Development, Contract 21F-4001, 22F-5001, and 20F-3640.

**Criteria:**

The CSBG Act at 42 USC 9910(b), requires that public organizations administer CSBG through a Tri-Partite board. This board shall have members selected by the organization and shall be composed so as to assure that no less than one-third (1/3) of the members are chosen in accordance with democratic selection procedures adequate to assure that these members are (1) representative of low-income individuals and families served in the neighborhood served, (2) reside the neighborhood served, and (3) are able to actively participate in the development, planning, implementation, and evaluation of the programs funded by CSBG.

**Condition:**

During the audit of the program, we noted the City had board member vacancies during the year that resulted in noncompliance with the required board composition requirements.

**Cause:**

The City encountered challenges in filling board vacancies including COVID-19.

**Effect:**

The City is not in compliance with the Tri-Partite Board requirements.

**Questioned Costs:**

None

**City of Berkeley**  
**Single Audit Report**  
**Schedule of Findings and Questioned Costs, Continued**  
**For the year ended June 30, 2024**

---

**Section III- Prior Year Findings, Continued**

**2022-001- Tri-Partite Board Compliance, Continued**

**Repeat Finding:**

This is not a repeat finding.

**Recommendation:**

We recommend that the City update policies and procedures over the Tri-Partite Board to comply with the composition requirements of the CSBG Act.

**Management Response:**

The City is currently working with the State of California Department of Community Services and Development to comply with the Tri-Partite Board requirements.

**Status:**

In progress.

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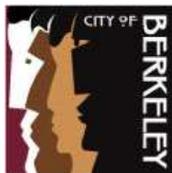
**SUPPLEMENTAL SCHEDULES**

CITY OF BERKELEY  
COMMUNITY ACTION AGENCY  
SUPPLEMENTAL STATEMENT OF REVENUE AND EXPENDITURES  
CFDA 93.569  
CSBG CONTRACT 23F-4001 for CY 2023  
FOR THE PERIOD January 1, 2023 THROUGH June 30, 2023  
Grant Award Thru December 31, 2023

	January 1, 2023 through June 30, 2023	July 1, 2023 through December 31, 2023	Total Audited Cost	Total Reported Expenses	Total Budget
<b>REVENUE</b>					
Grant Revenue	134,216	134,918	269,134		299,495
Accrued Revenue	30,361		30,361		-
<b>Total Revenue</b>	<b>164,577</b>	<b>134,918</b>	<b>299,495</b>		<b>299,495</b>
<b>EXPENDITURES</b>					
<b>Personnel Costs</b>					
Salaries & Wages	57,309	25,706	83,015	83,015	80,256
Fringe Benefits	36,907	13,783	50,690	50,690	53,449
<b>Sub-total Personnel Costs</b>	<b>94,216</b>	<b>39,489</b>	<b>133,705</b>	<b>133,705</b>	<b>133,705</b>
<b>Non-personnel Costs</b>					
Subcontractors	70,361	95,429	165,790	165,790	165,790
<b>Sub-total Non-personnel Costs</b>	<b>70,361</b>	<b>95,429</b>	<b>165,790</b>	<b>165,790</b>	<b>165,790</b>
<b>Total Costs</b>	<b>164,577</b>	<b>134,918</b>	<b>299,495</b>	<b>299,495</b>	<b>299,495</b>
Revenue over (under) costs	(0)	(0)	(0)		

**CITY OF BERKELEY**  
**COMMUNITY ACTION AGENCY**  
**SUPPLEMENTAL STATEMENT OF REVENUE AND EXPENDITURES**  
**CFDA 93.569**  
**CSBG CONTRACT 23F-4001 Discretionary for CY 2023**  
**FOR THE PERIOD January 1, 2023 THROUGH June 30, 2023**  
**Grant Award Thru December 31, 2023**

	January 1, 2023 through June 30, 2023	July 1, 2023 through December 31, 2023	Total Audited Cost	Total Reported Expenses	Total Budget
<b>REVENUE</b>					
Grant Revenue		12,807	12,807		12,807
Accrued Revenue			-		-
<b>Total Revenue</b>	-	12,807	12,807		12,807
<b>EXPENDITURES</b>					
<b>Personnel Costs</b>					
Salaries & Wages			-	-	
Fringe Benefits			-	-	
Other Expense	-		-	-	
<b>Sub-total Personnel Costs</b>	-	-	-	-	-
<b>Non-personnel Costs</b>					
Professional Services			-	-	-
Subcontractors		12,807	12,807	12,807	12,807
Other Cost			-	-	-
<b>Sub-total Non-personnel Costs</b>	-	12,807	12,807	12,807	12,807
<b>Total Costs</b>	-	12,807	12,807	12,807	12,807
Revenue over (under) costs	-	-	-		



City of Berkeley Housing & Community Services Department  
 2180 Milvia Street  
 Berkeley, CA 94704  
 Contact: Community Agency RFP, [CommunityAgencyRFP@berkeleyca.gov](mailto:CommunityAgencyRFP@berkeleyca.gov) 510.981.5408

[Return to Main Page](#)

**Program: Berkeley Community Gardening Collaborative**  
 Agency: Berkeley Community Gardening Collab. (Ecology Ctr) (Com.Gardens)

**City of Berkeley  
 Community Agency  
 CLIENT CHARACTERISTICS REPORT**

Contract No: 32500027

This Report Due: **February 28, 2025**

Agency: Berkeley Community Gardening Collab. (Ecology Ctr) Period of: **FY 2025**  
 Program: Berkeley Community Gardening Collaborative Prepared By:   
 Phone:  E-mail:

**ANNUAL ACCOMPLISHMENTS:**

Provide a short summary of your FY annual accomplishments:

The physical repairs at Karl Linn were completed by Rebuilding Together and were a part of their National Take Back the Night festivities. Parks Department representatives were in attendance, without their support the repairs could not have happened. McGee Baptist, community collaborator, also had a community gathering celebrating this national event, BCGC's garden site members will be at the Ecology Center sharing along other community groups, who will be sharing their particular gardening knowledge via demonstrations. The staff at the Eco Store now have a master copy of the BCGC Handbook. The book is a guide to starting up gardening in their neighborhoods. BCGC has completed a grant format to begin applying for additional funding for BCGC and its 5 week summer youth gardening project in 2026.

You have 4000 characters left.

List below any fiscal year programmatic and administrative problems encountered and status:

Securing additional BCGC funding to bring on a support person and increase my hours is a goal for this year. It would enhance the collaborative goal to serve all residents( young and old). It is with this objective in mind that a grant format has been created and attending a 4 week grant workshop in October are seen as positive steps toward securing funding to increase my hours and to secure funding a staffer. To address the issue of youth participation, BCGC's project Moving South Berkeley Forward is partnering with Berkeley Youth Alternative Services to recruit its graduating middle school students heading to Berkeley High. These students will participate in a 5 week summer session focusing on community environmental issues and gardening. The other collaborative partner is the Ecology Center Environmental Youth Academy. Graduates of one of the 2 cohorts will have the opportunity to co-direct the 5 week summer session.

You have 4000 characters left.

**Upload Attachments: (Up to 10 documents can be attached)**

- [Program\\_Satisfaction\\_Survey-Mary.pdf](#)
- [Michelle\\_Squitieri\\_Northside\\_Satisfaction\\_survey-1.pdf](#)
- [Program\\_Satisfaction\\_Survey\\_BCGC\\_-\\_Peralta\\_Garden-1.pdf](#)
- [Karen\\_Frassoto\\_Satisfaction\\_Survey.pdf](#)
- [Program\\_Satisfaction\\_Survey\\_BCGC\\_-\\_Steve\\_Moros.pdf](#)
- [Summary\\_of\\_Coordinator\\_SSR.docx](#)
- [Summary\\_of\\_BCGC\\_Coordinator\\_SSR.docx](#)

[Click here to go to the Upload Documents page](#) (Your report will be saved)

**8. PROGRAM SATISFACTION SURVEY**

Question		Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree	Does Not Apply	I Do Not Understand This Question	Total Number of responses
1. I am satisfied with the services I have received from this program.	This Period					5			
	Prior Periods								
	Total								
	% of Total								
2. This program's staff treated me with respect.	This Period						0		
	Prior Periods								
	Total								
	% of Total								
3. This program helped me make progress towards my goals.	This Period						0		
	Prior Periods								
	Total								
	% of Total								

	% of Total								
4. This program met my needs.	This Period					5			
	Prior Periods								
	Total								
	% of Total								
Additional Questions:									
5. As a direct result of participating in the program my overall health and wellness has improved.	This Period								
	Prior Periods								
	Total								
	% of Total								
6. As a direct result of participating in the program I have an increased understanding of community resources and supports.	This Period								
	Prior Periods								
	Total								
	% of Total								
7. As a direct result of participating in the program I have enhanced skills and/or knowledge.	This Period								
	Prior Periods								
	Total								
	% of Total								
8. As a direct result of participating in the program I feel more connected to my community.	This Period								
	Prior Periods								
	Total								
	% of Total								
9. As a direct result of participating in the program I am better able to take care of my own needs.	This Period								
	Prior Periods								
	Total								
	% of Total								
10. As a direct result of participating in this program I feel more financially secure.	This Period								
	Prior Periods								
	Total								
	% of Total								
11. Additional comments from consumers completing the survey									

Select any additional questions (10 Max)

<input type="checkbox"/> As a direct result of participating in the program I have what I need to maintain my independence.
<input checked="" type="checkbox"/> As a direct result of participating in the program my overall health and wellness has improved.
<input type="checkbox"/> As a direct result of participating in the program I have what I need to remain housed.
<input type="checkbox"/> As a direct result of participating in this program my housing situation has improved.
<input checked="" type="checkbox"/> As a direct result of participating in the program I have an increased understanding of community resources and supports.
<input checked="" type="checkbox"/> As a direct result of participating in the program I have enhanced skills and/or knowledge.
<input type="checkbox"/> As a direct result of participating in the program I have what I need to achieve my educational goals.
<input type="checkbox"/> As a direct result of participating in the program I have what I need to reach my employment goals.
<input checked="" type="checkbox"/> As a direct result of participating in the program I feel more connected to my community.
<input type="checkbox"/> As a direct result of participating in the program I feel less isolated.
<input type="checkbox"/> As a direct result of participating in the program my legal rights have been protected.
<input checked="" type="checkbox"/> As a direct result of participating in the program I am better able to take care of my own needs.
<input checked="" type="checkbox"/> As a direct result of participating in this program I feel more financially secure.
<input type="checkbox"/> As a direct result of participating in the program, <input type="text"/>
<input type="checkbox"/> I certify that the City of Berkeley has approved this question as written

Update Questions

Report Submitted by: Corinne Haskins

Date: 09/05/2025

Accepted by: Mary-Claire Katz

Date: 09/09/2025

Report modified by:

Modify Report

Reset

Initially submitted: Sep 5, 2025 - 14:44:10



City of Berkeley Housing & Community Services Department  
 2180 Milvia Street  
 Berkeley, CA 94704  
 Contact: Community Agency RFP, [CommunityAgencyRFP@berkeleyca.gov](mailto:CommunityAgencyRFP@berkeleyca.gov) 510.981.5408

[Reload Budget from Contract Budget document](#)

[Return to Main Page](#)

**CITY OF BERKELEY  
 COMMUNITY AGENCY STATEMENT OF EXPENSE  
 01/01/2025 TO 03/31/2025**

Note: Any variation from the Approved Budget requires a Budget Modification Form.  
[Click Here](#) to create a Budget Modification Column.

Agency Name: Berkeley Community Gardening Collab. (Ecology Ctr Contract #: 32500027  
 Program Name: Berkeley Community Gardening Collaborative PO #: 22000677  
 Funding Source : General Fund

Expenditure Category	Staff Name	Approved Budget	Jul-Sep 2024	Oct-Dec 2024	Jan-Mar 2025	Apr-Jun 2025	Total Expenditure	Budget Balance
Project Director	Corinne Haskins	\$13,554.00	\$3,019.63	\$3,704.76	\$3,108.36		\$9,832.75	\$3,721.25
Taxes/Benefits		\$1,502.00	\$257.05	\$326.81	\$359.13		\$942.99	\$559.01
Office Supplies		\$350.00		\$183.55	\$135.75		\$319.30	\$30.70
Program Expense		\$921.27		\$150.65			\$150.65	\$770.62
Transportation		\$200.00					\$0.00	\$200.00
Communications		\$1,400.00	\$481.68	\$364.28	\$392.94		\$1,238.90	\$161.10
Indirect Costs		\$1,792.73	\$375.84	\$473.01	\$399.62		\$1,248.47	\$544.26
<b>TOTAL</b>		<b>\$19,720.00</b>	<b>\$4,134.20</b>	<b>\$5,203.06</b>	<b>\$4,395.80</b>		<b>\$13,733.06</b>	<b>\$5,986.94</b>

Advances Received   
 Underspent/(Overspent)

**Total Current Year (FY 2025) Allocation**

Expenditure Category	Staff Name	Approved Budget	Jul-Sep 2024	Oct-Dec 2024	Jan-Mar 2025	Apr-Jun 2025	Total Expenditure	Budget Balance
Communications		\$1,400.00	\$481.68	\$364.28	\$392.94		\$1,238.90	\$161.10
Indirect Costs		\$1,792.73	\$375.84	\$473.01	\$399.62		\$1,248.47	\$544.26
Office Supplies		\$350.00		\$183.55	\$135.75		\$319.30	\$30.70
Program Expense		\$921.27		\$150.65			\$150.65	\$770.62
Project Director	Corinne Haskins	\$13,554.00	\$3,019.63	\$3,704.76	\$3,108.36		\$9,832.75	\$3,721.25
Taxes/Benefits		\$1,502.00	\$257.05	\$326.81	\$359.13		\$942.99	\$559.01
Transportation		\$200.00					\$0.00	\$200.00
<b>TOTAL</b>		<b>\$19,720.00</b>	<b>\$4,134.20</b>	<b>\$5,203.06</b>	<b>\$4,395.80</b>	<b>\$0.00</b>	<b>\$13,733.06</b>	<b>\$5,986.94</b>

**Total Carryover (FY 2024) Allocation**

Expenditure Category	Staff Name	Approved Budget	Jul-Sep 2024	Oct-Dec 2024	Jan-Mar 2025	Apr-Jun 2025	Total Expenditure	Budget Balance
<b>TOTAL</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

Explain any staffing changes and/or spending anomalies that do not require a budget modification at this time:

Upload of Resumes for New Staff (required): [Go to Document Upload page](#)

- Expenditures reported in this statement are in accordance with our contract agreement and are taken from our books of account which are supported by source documentation.
- All federal and state taxes withheld from employees for this reporting period were remitted to the appropriate government agencies. Furthermore, the employer's 1/2 share or contributions for Social Security, Medicare, Unemployment and State Disability insurance, and any related government contribution required were remitted as well.
- Personnel Expenditures reported in this statement are for staff identified in the executed contract budget and whose resume is on file with the City of Berkeley. If you are requesting funding for new staff that do not have a resume on file, please attach resume to this report.

Download a Spreadsheet of this Statement of Expense: [SOEss-20.xls](#)

Prepared By:

Email:

Date: 05/01/2025

Authorized By: Gregory Morgan  
Name of Authorized Signatory with Signature on File

Email: greg@ecologycenter.org

Approved By:		Examined By:		Approved By:	
Name	Date	CSA Fiscal Unit	Date	CSA Fiscal Unit	Date
Mary-Claire Katz Project Manager	05/14/2025				

Report modified by:

Initially submitted: May 1, 2025 - 16:33:55

City Data Services - San Mateo, CA  
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# Program Satisfaction Survey: BCGC

Please complete this survey regarding your satisfaction with the Berkeley Community Gardening Collaborative.

Key: 1- Strongly Disagree, 2- Disagree, 3-Neutral, 4- Agree, 5-Strongly Agree

\* Required

1. Email \*

msquitieri55@gmail.com

---

2. What is your garden site?

Northside Garden

---

3. I am satisfied with the services I have received from this program.

*Mark only one oval.*

1      2      3      4      5

---

Strongly Disagree                  Strongly Agree

---

4. My needs were met by the program.

*Mark only one oval.*

	1	2	3	4	5	
Strongly Disagree	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	Strongly Agree

5. As a direct result of participating in the program my overall health and wellness has improved.

*Mark only one oval.*

	1	2	3	4	5	
Strongly Disagree	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	Strongly Agree

6. As a direct result of participating in the program I have an increased understanding of community resources and supports.

*Mark only one oval.*

	1	2	3	4	5	
Strongly Disagree	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	Strongly Agree

7. As a direct result of participating in the program I have enhanced skills and/or knowledge.

*Mark only one oval.*

	1	2	3	4	5	
Strongly Disagree	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	Strongly Agree

8. As a direct result of participating in the program I feel more connected to my community.

*Mark only one oval.*

	1	2	3	4	5	
Strongly Disagree	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	Strongly Agree

9. As a direct result of participating in the program I am better able to take care of my own needs.

*Mark only one oval.*

	1	2	3	4	5	
Strongly Disagree	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	Strongly Agree

10. As a direct result of participating in this program I am better able to take care of my own needs.

*Mark only one oval.*

	1	2	3	4	5	
Strongly Disagree	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	Strongly Agree

11. As a direct result of participating in this program I feel more financially secure.

*Mark only one oval.*

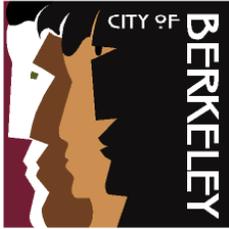
	1	2	3	4	5	
Strongly Disagree	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	Strongly Agree

---

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Google Forms

Michelle Squitieri, Coordinator, Northside Garden



Human Welfare and  
Community Action Commission

## **By-Laws Berkeley Community Action Agency**

### ARTICLE I

**AGENCY NAME:** The name of the agency shall be the Berkeley Community Action Agency (“Agency”) a component of the City of Berkeley government to be administered through the Housing and Community Services (“HCS”) Division and recognized by various funding sources to carry out the purposes and functions set forth in these By-laws. Official books and records of the Agency are on file at the HCS Department and are open to public inspection upon request to the Executive Director.

### ARTICLE II

**PURPOSE OF AGENCY:** The mission of the Housing & Community Services Department is to produce, preserve and support affordable housing, especially for those residents who are low-income, homeless, seniors, disabled or have special needs and to provide community services disadvantaged residents need in order to fully participate in community life. This is achieved through the Department’s rehabilitation programs, enforcement of the Berkeley Housing Code in housing units, ongoing investigation of new housing and community development programs and financial opportunities, provision of weatherization services, provision of job training and employment opportunities, and operation of senior centers and nutrition programs. The Department promotes community development through administration of city contracts with a wide range of neighborhood based organizations that help people overcome poverty through housing, employment and training, childcare and youth, health, homeless and other needed services. The Department administers a supportive housing program for disabled homeless individuals and families and also administers a subsidized transportation program for seniors and disabled persons.

### ARTICLE III

**COMMUNITY ACTION AGENCY ADVISORY BOARD DEFINITION:** The Berkeley Community Action Agency Advisory Board is an advisory board to the Berkeley City Council, established by resolution of the City Council and defined as the Human Welfare and Community Action Commission (“HWAC”) in City Ordinance 3.78, and may be amended from time to time, and shall hold such powers as delegated by the City Council and the rules and regulations of the various funding sources.

## ARTICLE IV

**FUNCTIONS OF THE COMMUNITY ACTION AGENCY ADVISORY BOARD:** The functions of the HWCAC as prescribed by City ordinance are:

- A. The commission shall function as the Board of the Community Action Agency as set forth in California Government Code Sections 12750 - 12763 and its successors;
- B. Review and accept the Community Action Plan and the accompanying Community Needs Assessment as outlined in the Community Service Block Grant Organizational Standards and create a citizen awareness of these needs;
- C. Fulfill all duties and meet all requirements as detailed in the annual Community Service Block Grant Organizational Standards report;
- D. Identify social welfare needs of the Berkeley community and create awareness of these needs among residents;
- E. Identify social welfare standards made available by other social welfare agencies and provide the public information with reference to such services;
- F. Encourage the development of programs designed to improve the social welfare of the Berkeley community;
- G. Render advice and assistance to other City boards and commissions, to City departments and to private agencies on matters of social welfare;
- H. Advise the City Council on all matters affecting the social welfare of the community and its citizens;
- I. Perform such other functions and duties as may be directed by the City Council or prescribed or authorized by any ordinance of the City;
- K. In prescribing the above duties and functions of the commission, it is not the intent of the 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 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. (Ord. 6011-NS § 7, 1990)

## ARTICLE V

**BOARD COMPOSITION:** The Community Action Agency Advisory Board of the Berkeley Community Action Agency as established by the City of Berkeley City Council shall be comprised as follows:

A. Three of the members shall be appointed by the Berkeley City Council by majority vote.

C. Three of the members shall be low-income representatives, subject to the eligibility requirements of this paragraph, and elected to the commission using one of the methods in Section 3.78.090:

- i. An individual who is at or below the federal poverty line, and who resides within the City of Berkeley; or
- ii. An individual from a group(s) or organization(s) composed primarily of low-income persons and representing the interest of the low-income population in the City of Berkeley, whose membership duly select a representative chosen in accordance with a democratic selection procedure.

D. Three of the members shall be members or officials of business, industry, labor, religious, welfare, education, or major groups and interests in the community, as required by California Government Code Sections 12736(e), 12750(a)(2), and 12751 (and its successors), the language of which is incorporated herein by reference. These members should be identified and nominated for Council approval by the existing commissioners.

E. For the purpose of members appointed pursuant to paragraph C and D, the community service block grant (CSBG) target area is within the boundary of the City of Berkeley.

## ARTICLE VI

### ELECTIONS FOR LOW-INCOME REPRESENTATIVES.

Low-income representatives shall be chosen in accordance with democratic selection procedures adequate to assure that they represent the low-income persons in the geographic service area of the City of Berkeley. Among the selection procedures which may be employed, as determined by the commission secretary, either separately or in combination, are the following: (a) nominations by community petition and elections, whether within the neighborhoods, community, or service area as a whole; (b) selection at a meeting or conference of low-income persons such that the date, time, and place of such a meeting or conference have been adequately publicized; (c) selection of a small area basis (such as a neighborhood) of representatives who in turn select members for the commission; (d) the commission may recognize a group(s) or organization(s) composed primarily of low-income persons and representing the interest of the low-income population, whose membership may select one or more representatives to the commission. Persons at or below the federal poverty line shall be permitted to vote in the selection processes. The commission may request a waiver for the federal poverty line eligibility in order to establish residency or other relevant criteria as a basis for eligibility, which will be provided to and reviewed by the commission secretary for CSBG compliance.

## ARTICLE VII

### RESPONSIBILITY OF COMMUNITY ACTION AGENCY ADVISORY BOARD:

The HWCAC shall have the responsibility to implement all provisions of these By-laws and further make recommendations to the Berkeley City Council in accordance with its functions as outlined in Article IV. Specifically, the Board shall:

- Approve Amendments to By-laws;
- Support Agency compliance with conditions of relevant grants;
- Select Officers of the Board;
- Ensure that composition of the Board Committees fairly reflects the composition of the Board;
- Any other powers as delegated by the Berkeley City Council.

## ARTICLE VIII

### TERMS OF OFFICE AND COMPENSATION FOR BOARD MEMBERS:

The term of office of each elected member, other than specifically provided herein, shall be four years from the date of the elections; no person shall serve for more than two full elected terms, or eight years. The term of office of each appointed member shall be as provided in B.M.C. Section 3.02.040.

## ARTICLE IX

### ELECTION OF OFFICERS, TERM OF OFFICE:

SECTION 1: Officers. Unless otherwise provided by ordinance, officers are elected by the majority of the commission for a one-year term and hold office until their successors are elected or until their terms as members of the commission expire. No commissioner shall serve as chairperson for more than two consecutive years. The annual election of commission officers should occur during the month of February. The results of the vote should be publicly announced and the vote recorded in the minutes. Officers are:

- Chair
- Vice Chair

SECTION 2: Election of Officers. The chairperson and vice-chairperson shall be elected during the first quarter of each calendar year. An alternate may not serve as an officer of the board. New officers will take office in the following meeting.

SECTION 3: Term of Office. Elected Officers shall hold office for one year or unless their terms as members of the commission shall expire sooner and until their successors are elected. No commissioner shall serve as chairperson for more than two consecutive years.

## ARTICLE X

## DUTIES OF OFFICERS:

## SECTION 1: Chair.

The chairperson performs the following duties:

- Presides at all meetings of the commission and ensures that the work of the commission is accomplished. To this end the chairperson must exert sufficient control of the meeting to eliminate irrelevant, repetitious or otherwise unproductive discussion. At the same time the chairperson must ensure that all viewpoints are heard and are considered in a fair and impartial manner.
- Appoints commission members to temporary subcommittees subject to the approval of the commission.
- Approves the agenda prior to distribution.
- Signs correspondence on behalf of the commission.
- Represents the commission before the City Council with the approval of the commission.
- Approves and signs commission reports to Council as prepared by the secretary.
- Performs other duties necessary or customary to the office.

SECTION 2: Vice Chair. In the absence of the chairperson or his/her inability to act, the vice chairperson presides in place of the chairperson.

## ARTICLE XI

## VACANCIES.

SECTION 1: Vacancies on said commission shall be filled in accordance with the provisions outlined in Article V herein. Vacancies on the board shall result when a member notifies the City Clerk of their resignation, or when an elected board member moves and establishes residence outside of the eligible geographic area. Elected members of the commission are subject to the same membership and attendance requirements as appointed members except as otherwise provided in this chapter.

SECTION 2: An elected member of the commission may take a temporary leave of absence of up to three months in duration by notifying the City Clerk and the commission secretary in writing in advance of the absence, during which time a temporary vacancy shall exist. During the period of such temporary vacancy in an

elected position, a temporary appointment shall be made by the remaining low-income representatives subject to the eligibility requirements of Section 3.78.020.C.

## ARTICLE XII

### QUORUM:

SECTION 1: A majority of the members appointed to the commission shall constitute a quorum and the affirmative vote of a majority of the members appointed is required to take any action.

SECTION 2: If it is known that a quorum will not be achieved in advance of the meeting, the secretary will notify all members that the meeting will be canceled. No absence will be recorded against any member.

SECTION 3: If at any meeting of the Board, there should be less than a quorum present after thirty (30) minutes of the scheduled starting time, the meeting may be adjourned. Any rescheduled meeting date must meet the Brown Act requirements for public notice of meeting.

SECTION 4: Per Resolution No. 63,949-N.S., the Board Secretary shall submit an information report to the City Council whenever a commission cancels two consecutive meetings for lack of quorum.

## ARTICLE XIII

### MEETINGS AND ATTENDANCE.

SECTION 1: The commission shall establish a regular place and time for meeting. All meetings shall be noticed as required by law and shall be scheduled in a way to allow for maximum input from the public. The frequency of meetings shall be as determined by City Council resolution. The scheduling of special meetings in addition to those established by City Council resolution, except special meetings that take the place of cancelled regular meetings, shall be subject to approval by the City Council. A request for a special meeting shall include the reason for the proposed meeting and should be expedited on the City Council's agenda, or in the alternative, placed before the Agenda Committee for approval.

SECTION 2: If a member has had an unexcused absence from two consecutive regular meetings, the secretary advises the member that absence from three consecutive regular meetings of the body will result in automatic termination.

SECTION 3: The secretary of each commission shall report the full attendance record of each member to the City Clerk at the end of each six-month period (June 30 and December 31) on a form available from the City Clerk. If a commission member has

been absent from 50% or more of all regular meetings held within the reporting period, the secretary shall note this on the attendance report, and the appointment of the commissioner shall expire on the date the attendance is reported to the City Clerk. Within one week after receiving such attendance report, the City Clerk shall notify any commissioner whose appointment has been terminated and report to Council that a vacancy exists and that the applicable appointment process should be initiated to fill the vacancy.

SECTION 4: Where it appears that there will be sufficient members to hold a meeting but at the actual time of the meeting a quorum cannot be assembled and the meeting is canceled, those members who have an unexcused absence will have an absence counted against them. Commissions may adopt a rule establishing a maximum time those present will wait for a quorum, prior to canceling the meeting.

SECTION 5: Minutes shall be recorded for all meetings and include a record of votes on all motions.

SECTION 6: Agenda, board minutes and notice of date, time and place of meeting must be mailed and/or e-mailed to board five (5) calendar days prior to scheduled board meeting.

SECTION 7: Rules of Order. The rules of order in Robert's Rules of Order, Revised, shall govern all Board meetings and committee meetings, except in instances of conflict between Robert's Rules of Order and the By-laws of the Board, the By-laws shall take precedence.

## ARTICLE XIV

### COMMITTEES

SECTION 1: All committees and subcommittees of this commission shall fairly reflect the composition of the commission. (Ord. 6901-NS § 1, 2006: Ord. 6011-NS § 5, 1990)

SECTION 2: The Commission or Chairperson, with the confirmation of the commission, may appoint several of its members but fewer than the existing quorum of the present body to serve as a temporary subcommittee. Only commission members may become members of the subcommittee, however, the commission may seek input and advice from the community. Subcommittees must be reviewed annually by the commission to determine if the subcommittee is to continue.

SECTION 2: Subcommittees make recommendations only to the parent commission. Subcommittee recommendations must be adopted by the parent commission before they can be forwarded to Council. A subcommittee may not represent the parent commission before the Council or other bodies unless it has first received the authorization of the parent commission to do so.

SECTION 3: Subcommittees shall conduct their meetings in public and in accessible locations except where the City Manager has determined that such a meeting would be authorized by law to be held in closed session. Agency Staff, including the appointed secretary, are not required to attend or take minutes at meetings of subcommittees.

#### ARTICLE XV

#### RECOMMENDATIONS OF THE COMMUNITY ACTION AGENCY ADVISORY BOARD.

The Agency Executive Director shall appoint a Secretary to the Community Action Agency Advisory Board who shall be responsible for forwarding, in writing, all recommendations and other such communications as directed by the Board, which may require action by the Berkeley City Council.

#### ARTICLE XVI

#### CONFLICT OF INTEREST

All members of the Community Action Agency Advisory Board shall abide by Section 36 of the Berkeley City Charter, and Berkeley Municipal Code 3.64, which further clarifies Section 36 of the Berkeley City Charter. The City Charter and BMC Chapter 3.64 prohibit a commissioner from having an interest in any work or business of the City if the commission of which he/she is a member has had any role in influencing the making of the contract. The commissioner must disclose their interest, the minutes of the commission must reflect this disclosure, and the individual commissioner must disqualify himself/herself from participating in any manner either directly or indirectly in making or influencing any decision related to the contract.

## ORDINANCE NO. -N.S.

REPEALING AND REENACTING CHAPTER 3.78 OF THE BERKELEY MUNICIPAL CODE ESTABLISHING THE HUMAN WELFARE AND COMMUNITY ACTION COMMISSION

BE IT ORDAINED by the Council of the City of Berkeley as follows:

Section 1. That Chapter 3.78 of the Berkeley Municipal Code is repealed and reenacted to read as follows:

### **Chapter 3.78**

#### **HUMAN WELFARE AND COMMUNITY ACTION COMMISSION**

##### **Sections:**

**3.78.010 Creation of the Human Welfare and Community Action Commission**

**3.78.020 Membership**

**3.78.030 Term of office**

**3.78.040 Vacancy and removal**

**3.78.050 Temporary vacancies**

**3.78.060 Officers, meetings and procedures**

**3.78.070 Social welfare defined**

**3.78.080 Functions of the commission**

**3.78.090 Elections for low-income representatives**

**3.78.100 Bylaws of the Human Welfare and Community Action Commission**

##### **Section 3.78.010 Creation of the Human Welfare and Community Action Commission.**

The Human Welfare and Community Action Commission is hereby created.

##### **Section 3.78.020 Membership**

A. The commission shall consist of nine members. This commission is not subject to BMC Sections 2.04.030–2.04.130, the Fair Representation Ordinance, due to the Community Action Agency membership regulations in state and federal law.

B. Three of the members shall be appointed by the Berkeley City Council by majority vote.

C. Three of the members shall be low-income representatives, subject to the eligibility requirements of this paragraph, and elected to the commission using one of the methods in Section 3.78.090:

i. An individual who is at or below the federal poverty line, and who resides within the City of Berkeley; or

ii. An individual from a group(s) or organization(s) composed primarily of low-income persons and representing the interest of the low-income population in the City of Berkeley, whose membership duly select a representative chosen in accordance with a democratic selection procedure.

D. Three of the members shall be members or officials of business, industry, labor, religious, welfare, education, or major groups and interests in the community, as required by California Government Code Sections 12736(e), 12750(a)(2), and 12751 (and its successors), the language of which is incorporated herein by reference. These members should be identified and nominated for Council approval by the existing commissioners.

E. For the purpose of members appointed pursuant to paragraph C and D, the community service block grant (CSBG) target area is within the boundary of the City of Berkeley.

### **Section 3.78.030 Term of office.**

The term of office of each elected member, other than specifically provided herein, shall be four years from the date of the elections; no person shall serve for more than two full elected terms, or eight years.

The term of office of each appointed member shall be as provided in B.M.C. Section 3.02.040.

### **Section 3.78.040 Vacancy and removal of elected members**

Elected members of the commission are subject to the same membership and attendance requirements as appointed members except as otherwise provided in this chapter.

A. A vacancy shall exist when an elected board member moves and establishes residence outside of their election district or otherwise no longer meets the eligibility requirements of Section 3.78.020.C.

B. Vacancies in any elected commission position shall be filled by a new election pursuant to Section 3.78.090.

### **Section 3.78.050 Temporary vacancies**

An elected member of the commission may take a temporary leave of absence of up to three months in duration by notifying the City Clerk and the commission secretary in writing in advance of the absence, during which time a temporary vacancy shall exist. During the period of such temporary vacancy in an elected position, a temporary appointment shall be made by the remaining low-income representatives subject to the eligibility requirements of Section 3.78.020.C.

### **Section 3.78.060 Officers, meetings and procedures**

A. The commission shall elect one of its members chairperson and one of its members vice-chairperson.

B. The commission shall establish a regular place and time for meeting. All meetings shall be noticed as required by law and shall be scheduled in a way to allow for maximum input from the public. The frequency of meetings shall be as determined by City Council resolution. The scheduling of special meetings in addition to those established by City Council resolution, except special meetings that take the place of cancelled regular meetings, shall be subject to approval by the City Council. A request for a special meeting shall include the reason for the proposed meeting and should be expedited on the City Council's agenda, or in the alternative, placed before the Agenda Committee for approval.

C. A majority of the members appointed to the commission shall constitute a quorum and the affirmative vote of a majority of the members appointed is required to take any action.

D. All subcommittees of this commission should fairly reflect the composition of the commission.

### **Section 3.78.070 Social welfare defined**

"Social Welfare" as used in this chapter, means that endeavor which is concerned with community-wide and group interests rather than with needs of individual residents and embraces such areas, among others, special needs of the family, children, youth and the aged, and the way in which people live and work together.

### **Section 3.78.080 Functions of the commission**

The functions of the commission shall be as follows:

A. The commission shall function as the Board of the Community Action Agency as set forth in California Government Code Sections 12750 - 12763 and its successors, the terms of which are incorporated herein by reference;

B. Review and accept the Community Action Plan and the accompanying Community Needs Assessment as outlined in the Community Service Block Grant Organizational Standards and create a citizen awareness of these needs;

C. Fulfill all duties and meet all requirements as detailed in the annual Community Service Block Grant Organizational Standards report;

D. Identify social welfare needs of the Berkeley community and create awareness of these needs among residents;

E. Identify social welfare standards made available by other social welfare agencies and provide the public information with reference to such services;

F. Encourage the development of programs designed to improve the social welfare of the Berkeley community;

G. Render advice and assistance to other City boards and commissions, to City departments and to private agencies on matters of social welfare;

H. Advise the City Council on all matters affecting the social welfare of the community and its citizens;

I. Perform such other functions and duties as may be directed by the City Council or prescribed or authorized by any ordinance of the City;

J. In prescribing the above duties and functions of the commission, it is not the intent of the 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.

### **Section 3.78.090 Elections for low-income representatives**

Low-income representatives shall be chosen in accordance with democratic selection procedures adequate to assure that they represent the low-income persons in the geographic service area of the City of Berkeley. Among the selection procedures which

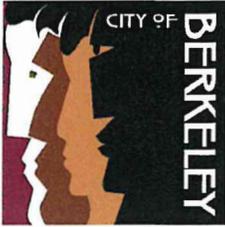
may be employed, as determined by the commission secretary, either separately or in combination, are the following: (a) nominations and elections, whether within the neighborhoods, community, or service area as a whole; (b) selection at a meeting or conference of low-income persons such that the date, time, and place of such a meeting or conference have been adequately publicized; (c) selection of a small area basis (such as a neighborhood) of representatives who in turn select members for the commission; (d) the commission may recognize a group(s) or organization(s) composed primarily of low-income persons and representing the interest of the low-income population, whose membership may select one or more representatives to the commission. Persons at or below the federal poverty line shall be permitted to vote in the selection processes. The commission may request a waiver for the federal poverty line eligibility in order to establish residency or other relevant criteria as a basis for eligibility, which will be provided to and reviewed by the commission secretary for CSBG compliance

**Section 3.78.100 Bylaws of the Human Welfare and Community Action Commission is hereby created.**

The commission shall prepare and maintain bylaws for the community action agency. These bylaws and amendments thereto shall be consistent with City, state and federal policies governing community action agencies.

Section 2. Posting

Copies of this Ordinance shall be posted for two days prior to adoption in the display case located near the walkway in front of the Maudelle Shirek Building, 2134 Martin Luther King Jr. Way. Within 15 days of adoption, copies of this Ordinance shall be filed at each branch of the Berkeley Public Library and the title shall be published in a newspaper of general circulation.



Human Welfare and Community  
Action Commission

Communication  
July 23, 2025

**To:** Honorable Mayor and Members of the City Council

**From:** Human Welfare Community Action Commission (HWCAC)

**Submitted by:** Jose Lara Cruz, Chair, HWCAC

**Subject:** Homeless Sweeps

Hon. Mayor Ishii, Berkeley City Council members:

The Human Welfare and Community Action Commission (HWCAC) writes to express our vehement opposition to the way that the homeless sweeps have been conducted throughout Berkeley.

As a Commission mandated to advise the council on all matters affecting the social welfare of the community, we wish to voice our dissatisfaction with the City's response to homelessness across the City. In particular, we are outraged by the handling of the dispersal of the encampment at 8th and Harrison Streets on June 4th and Ohlone Park on July 9th. The City's prioritization of sweeps is causing physical, medical, and psychological harm among the community and is ill advised. Alternate options should be explored.

We take seriously the need for safety and security throughout our communities. In order to fulfill this mandate of the City, the necessary steps need to be taken to account for the health and safety of the members of the community living on the streets. There is a need for increased transparency on how and even why these sweeps are being conducted.

As U.S. District Court Judge Chen ruled, the City created "a serious due process problem" by giving only 20 minutes notice before the sweep at 8th and Harrison. There needs to be sufficient notice to the community on when these sweeps are going to happen. This very short notice is grossly insufficient for safe compliance.

The Commission wishes to take this opportunity to express our appreciation for Council's referral of the Alternative Housing Sites review to the City Manager. This positive step is long overdue. We expect this study can put Berkeley on the path to solutions that will meet the needs of not only the unhoused, but of all stakeholders including neighbors, businesses, park users, and others.

There is, however, a dissonance with repeatedly evicting unhoused community members, while at the same time initiating a humane and smart approach to shelter and housing for the unhoused. It is hard to

*A Vibrant and Healthy Berkeley for All*

Human Welfare and Community Action Commission  
July 23, 2025  
Page 2 of 2

understand the guiding moral or policy principle at work. These divergent approaches give the impression of a municipal government working at cross purposes.

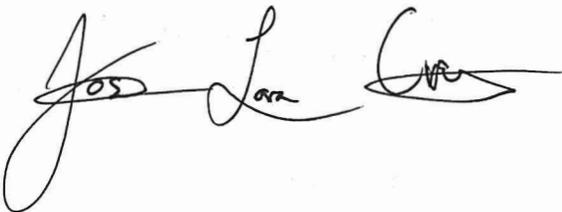
This year, in short order, unhoused people moved to Old City Hall; when that was closed, to Civic Center Park; when that was fenced off, to Ohlone Park, which is now also closed. This process is satisfying to no one. It is extremely difficult for those on the street, including elders, women, and those with multiple disabilities, with few resources, at threat of losing their identification, medications, phones, and a bit of community. It also does not address the quality of life issues of unhoused residents.

The City must take the appropriate steps to ensure the social welfare of all its residents, including those in the unhoused community. The Commission believes several steps need to be taken in order to find a humane solution to the current situation. This must include the decriminalization of homelessness, specifically with the elimination of the "sidewalk ordinance" and the public nuisance clause found in the Encampment Policy Resolution to Promote Healthy and Safe Neighborhoods and Related First Reading of Ordinance Amending Chapter 14.48 of the Berkeley Municipal Code.

Additionally, we find it imperative that all sweeps are halted until alternative safe sites are identified and made available. There needs to be an expedited, transparent process for identifying safe sites throughout Berkeley. In the meantime, unhoused individuals should be provided access to necessary hygienic services, such as porta potties, clean water, and trash receptacles. There should also be a safe location for those that live in RVs/vehicles to park without legal harassment.

We recommend that Council, or the mayor, create a consultative council representing community members/organizations, staff and council members, and commissions to oversee and advise on homelessness, encampments, and other issues of the humane treatment of the unhoused.

Sincerely,

A handwritten signature in black ink, appearing to read "Jose Lara Cruz". The signature is fluid and cursive, with the first name "Jose" being the most prominent.

Jose Lara Cruz  
Chair  
Human Welfare and Community Action Commission