



TRANSPORTATION and INFRASTRUCTURE COMMISSION  
**REGULAR MEETING**  
**DRAFT MINUTES**

Thursday, September 19<sup>th</sup>, 2024, 6:15 pm

North Berkeley Senior Center  
1901 Hearst Avenue  
Berkeley, CA, 94709

**A. PRELIMINARY BUSINESS**

**1. Call to order**

**6:15 pm:** Vice Chair Parolek called the meeting to order.

**2. Roll call**

**6:15 pm:**

Commissioners Present: Barnali Ghosh, Adrian Leung, Liza Lutzker, Karen Parolek, Kim Walton (arrived at 6:52 pm), Ray Yep, Ren Zaro

Excused: Julia Moss

Commissioners Absent: Alison Bernstein

Staff Present: Wahid Amiri, Hamid Mostowfi, Ron Nevels, Noah Budnick, Dani Dynes, Srinivas Muktevi, Ricardo Salcedo, Satish Kumar (consultant), Cheng Soo (consultant)

**3. Public comment on items not on the agenda**

**6:16 pm:** No public comments.

**4. Approval of minutes from August 15<sup>th</sup>, 2024**

**6:17 pm:** 1 member of the public present.

**6:18 pm Action:** It was Moved / Seconded (Parolek / Zaro) to adopt the minutes with spelling corrections and changing Commissioner Zaro's pronouns to "they/them."

**6:18 pm: Vote:**

Ayes: Ghosh, Leung, Lutzker, Parolek, Yep, Zaro

Noes: None

Abstain: None

Absent: Bernstein, Moss, Walton

Recused: None

**6:21 pm Motion passed 6-0-0-3-0**

**5. Approval and Order of Agenda**

**6:18 pm:** No changes.

**6. Update on administration and staff**

**6:18 pm:** Transportation Manager Hamid Mostowfi provided updates and answered Commissioner questions about the Transportation Division's 24-percent vacancy rate,

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staffing and vacancies, including Supervising Transportation Engineer, Senior Planner for Vision Zero and traffic calming engineer, and the division's work with consulting firms to bring on additional capacity while the City works to fill the vacancies.

**6:19 pm:** Two members of the public present.

**6:21 pm:** Engineering Division Manager Ron Nevels provided updates and answered Commissioner questions about the Engineering Division's hiring and recruitment efforts, including Associate Civil Engineer, Assistant Public Works Engineer, Chief of Party and intern.

**6:23 pm:** Three members of the public present.

**6:27 pm:** Commissioner Yep asked if the new City Manager started. Commissioner Lutzker announced an upcoming "2x2" meeting between the City of Berkeley and Berkeley Unified School District (BUSD) that would cover 1. Traffic enforcement around schools and Vision Zero; 2. Crossing guards; and, 3. Neighborhood Serving Community Facility parking permits.

### 7. **Announcements**

**6:29 pm:** Commissioner Zaro announced the "4x6" commission is reviewing two projects: 1. New parking garage on Bancroft and College to replace the existing garage, and 2. New student housing proposal in Downtown Berkeley.

## B. DISCUSSION / ACTION ITEMS

### 1. **Chair election**

**6:31 pm:** Commissioner Parolek stated that there's a motion on the floor based on the August 15, 2024 Transportation and Infrastructure Commission meeting to nominate Commissioner Zaro as Chair.

**6:32 pm:** Five members of the public present.

**6:32 pm:** Commissioners discussed the nomination and Commissioner Zaro made a statement about why they want to be commission chair.

**6:35 pm Action:** It was Moved / Seconded (Ghosh / Lutzker) to elect Commissioner Zaro chair.

**6:36 pm: Vote:**

Ayes: Ghosh, Leung, Lutzker, Parolek, Zaro

Noes: None

Abstain: Yep

Absent: Bernstein, Moss, Walton

Recused: None

**6:36 pm Motion passed 5-0-1-3-0**

**2. Regional Measure 3 Safe Routes to Transit Cycle 1 Grant Application MTC Complete Streets Checklist Review – Action Requested**

**6:37 pm:** Public Works staff presented the City's the completion of the Metropolitan Transportation Commission's Complete Streets Checklist for Regional Measure 3 Safe Routes to Transit grant program and the City's application for the Adeline Street Quick Build project for this grant program.

**6:48 pm:** Six members of the public present.

**6:49 pm:** Commissioners asked clarifying questions about the difference between a "Quick Build" project and a regular project; the amount of outreach conducted; and, the grant application deadline and timeline for award and project installation.

**6:52 pm:** Commission Walton arrived.

**6:52 pm:** Two public comments.

**6:55 pm:** Commissioners discussed their pleasure that Public Works is applying for this grant; their support for Quick Build projects; how Quick Builds are good forms of community engagement; the importance of evaluation and gathering data on different types of users; how this project will align with the Ashby BART Transit Oriented Development project and interface with the City of Oakland's bike network; their appreciation for staff's work on this project; multiple cities collaborating on one grant application; Quick Build projects cannot be built quick enough; Adeline Street has been a problem for a long time; the need to inform the public and City Council about changes before they are made permanent; and, the commission providing feedback on the design.

**7:07 pm Action:** It was Moved / Seconded (Ghosh / Walston) to support the City Manager and Department of Public Works' statement of compliance that the Adeline Street Quick Build project meets the Metropolitan Transportation Commission (MTC) Complete Streets Policy (MTC adopted Resolution 4493) for the Metropolitan Transportation Commission's Safe Routes to Transit and Bay Trail program, in the Commission's capacity as the City of Berkeley Bicycle and Pedestrian Advisory Committee (BPAC).

**7:08 pm: Vote:**

Ayes: Ghosh, Leung, Lutzker, Parolek, Walton, Yep, Zaro

Noes: None

Abstain: None

Absent: Bernstein, Moss

Recused: None

**7:08 pm Motion passed 7-0-0-2-0**

**3. Informational Update on the City's Storm Water Master Plan Update**

**7:09 pm:** Public Works' staff and consultants provided a brief presentation about the development of the City's Stormwater Master Plan.

**7:26 pm:** Five members of the public present.

**7:33 pm:** Commissioners asked clarifying questions about who's developing the equity-based project prioritization process; public engagement.

**7:35 pm:** Four members of the public present.

**7:35 pm:** Commissioners continued to ask clarifying questions about the need to provide more detail on the equity analysis, including data types, sources and specific examples in City Council districts.

**7:42 pm:** Three public comments.

**7:49 pm:** Commissioners discussed the City's "hot spots" program to clean out leaves before storms; East Bay MUD's conditions assessment program; how to identify pipes that are beyond their useful life; permeable pavement as an alternative to cisterns; multi-benefits and low impact development; the need to clarify the impacts of different designs; the need to see examples of multi-benefits and if they will work for Berkeley; the need to do green infrastructure for street repaving; and, the benefits of community examples.

**8:00 pm:** Five members of the public present.

**8:00 pm:** Commissioners continued discussing the need for feedback to help inform how the Storm Water Master Plan Update impacts people's lives; the need to show sewage graphics; doing outreach through City Councilmembers' newsletters; accessing digital versions of the models after the consultant's work is done; sending the project survey on paper to senior centers; the efficacy of the permeable paving strips on Channing; how much pollution will result from the update; source pollution from car tires; how existing City plans like the bike plan, pedestrian plan and Berkeley Strategic Transportation (BeST) plan can reduce water pollution; researching historical disinvestment in stormwater infrastructure; using SeeClickFix data; putting QR codes for the survey in public spaces; making it easy for people to access the survey; sending the survey to community-based organizations; the map presented at the meeting does not have a lot of reports from Southwest Berkeley, but that area has a lot of stormwater incidents; the need to coordinate related construction work with the repaving schedule because construction vehicles destroy streets; the need to explain how master plan recommendations address specific issues; and, looking at ways to combine funding sources.

**4. Rescheduling October Transportation and Infrastructure Commission meeting – Action item**

**8:19 pm:** Commissioners discussed rescheduling the October 17, 2024 commission meeting because October 17 is on the City’s list of dates when the City’s policy is to avoid scheduling meetings of City Legislative Bodies (City Council, Policy Committees, Commissions, Task Forces) on religious holidays that incorporate significant work restrictions.

**8:27 pm Action:** It was Moved / Seconded (Lutzker / Yep) to hold the October commission meeting on October 10 if Public Works Director Davis is available and if space at the North Berkeley Senior Center is available. If neither are available, then the Commission will meet on October 24. Commissioners tasked staff to determine this by September 24, 2024.

**8:28 pm: Vote:**

Ayes: Ghosh, Leung, Lutzker, Parolek, Walton, Yep, Zaro

Noes: None

Abstain: None

Absent: Bernstein, Moss

Recused: None

**8:28 pm Motion passed 7-0-0-2-0**

**5. Subcommittee assignments**

**8:38 pm Action:** It was Moved / Seconded (Parolek / Walton) to add Chair Zaro to the Paving Policy ad hoc subcommittee, add Commissioner Moss to the Bike Plan Update ad hoc subcommittee, to remove Commissioner Ghosh from the Vision Zero ad hoc subcommittee and to add Commissioner Walton to the Vision Zero ad hoc subcommittee.

**8:39 pm: Vote:**

Ayes: Ghosh, Leung, Lutzker, Parolek, Walton, Yep, Zaro

Noes: None

Abstain: None

Absent: Bernstein, Moss

Recused: None

**8:39 pm Motion passed 7-0-0-2-0**

**C. INFORMATION ITEMS AND SUBCOMMITTEE REPORTS**

**8:40 pm:** Commissioner Lutzker reported that the Bike Plan Update ad hoc subcommittee met with Public Works’ staff and got an update on timeline and design guidelines; Commissioner Ghosh reported that BART celebrated the 50<sup>th</sup> birthday of the Transbay Tunnel and that there’s a meeting on Monday [September 23, 2024] to comment on the regional ballot measure. Commissioner Yep asked about the recent meeting of the City Council’s policy committee on Facilities, Infrastructure, Transportation, Environment &

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Sustainability (FITES ), and Deputy Director Amiri reported that staff gave an update on the five year paving plan and curb ramps.

## D. COMMUNICATIONS

## D. FUTURE AGENDA ITEMS

## E. ADJOURNMENT

**8:45 pm:** It was Moved / Seconded (Parolek / Lutzker) to close the meeting

**8:45 pm: Vote:**

Ayes: Ghosh, Leung, Lutzker, Parolek, Walton, Yep, Zaro

Noes: None

Abstain: None

Absent: Bernstein, Moss

Recused: None

**8:45 pm Motion passed 7-0-0-2-0**

Zero members of the public present.

*The next meeting of the Transportation and Infrastructure Commission is scheduled for Thursday, October 10<sup>th</sup>, 2024 at 6:15 pm, at the North Berkeley Senior Center, 1901 Hearst Ave, Berkeley, CA 94709.*

### Administrative Procedures

From the City of Berkeley Commissioners' Manual, 2019 Edition, page 70 regarding minutes:

Although the Brown Act does not require minutes, except for closed sessions, the Commissioners' Manual does require minutes of commission meetings but not for subcommittee meetings. When required, minutes are limited to action minutes only. Minutes are unofficial until approved by the commission. The minutes are converted to PDF and posted on the City's website.

The secretary shall keep an accurate record of the commission's proceedings and transactions. The secretary shall provide action minutes similar to those provided to the Council by the City Clerk. Action minutes list the date, time, and place of the meetings; the staff in attendance; the commissioners present and absent; and a clear and concise description of final actions taken. Approved motions are indicated by "moved, seconded, and carried" and include a breakdown of the vote. The vote breakdown includes the commissioners voting yes, no, abstain, absent, recused, and reason for recusal. Reasons for making a motion, debate, content of public comments, and audience reaction are not to be included.

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