

City Council Adhoc Subcommittees for 2012

City Council *ad hoc* Subcommittees are temporary subcommittees consisting of two Councilmembers charged with investigating and advising the Council on a specific subject. Each Subcommittee has been assigned a Chairperson, who works with staff to plan meetings and set agendas, as well as guide the work plan of the Subcommittee. The Subcommittee structure allows for two members of the Council to delve deeper and into more detail on various topics of interest to the full Council. The entire Council retains decision making authority on policy decisions for the City, but can turn to Subcommittee members for recommendations and indepth knowledge of specific subjects.

Council Subcommittees are not subject to the Brown Act's requirements that their meetings be noticed and open to the public. This does not mean that the Council Subcommittees will not obtain public input as they perform their tasks. In fact each of the Subcommittees has individual approaches to how it will involve the public as it moves forward in its work, whether by a single public meeting, a series of public meetings, or the creation of a larger community committee. Final decisions on any policy matters will ultimately be presented to the full City Council allowing for additional public input.

The Chair of each Subcommittee will provide verbal updates or progress reports, as needed, at City Council meetings under the "Councilmember Reports" section of the City Council agendas.

Below is a list of the Subcommittees and the following pages include detailed descriptions on each regarding their purpose.

Topic	Chair	Other Councilmember	Participating Staff
Pension	Mayor Phillips	Andrew McCullough	Jim Schutz/ Anil Comelo
SMART	Barbara Heller	Mayor Phillips	Nancy Mackle/Rebecca Woodbury/others as needed
Downtown	Andrew McCullough	Mayor Phillips	Nancy Mackle/Stephanie Lovette
Group Homes	Marc Levine	Mayor Phillips	Lisa Goldfein/Rob Epstein/ Paul Jensen
Homelessness	Marc Levine	Mayor Phillips	Police Chief Bishop/Nancy Mackle/ Stephanie Lovette
Sustainability	Damon Connolly	Mayor Phillips	Jim Schutz/Stephanie Lovette/ Cory Bytof
Facilities	Damon Connolly	Mayor Phillips	Fire Chief Gray/ Nancy Mackle/ Police Chief Bishop

**San Rafael City Council
Pension Adhoc Subcommittee
Updated April 2012**

Members: Mayor Phillips (Subcommittee Chair) and Councilmember McCullough

Purpose. The Pension Subcommittee will be reviewing pension reform actions taken to date by the City and considering any additional steps to be taken to reduce the City's cost of post-employment benefits. Steps to be taken by the Subcommittee would include:

1. Reviewing the MCERA system and applicable laws and policy that affect how pensions are earned and how they can be changed.
2. Reviewing past actions taken by the City Council to control post employment costs including pensions and retiree health.
3. Analyzing potential future actions, within the control of the City through the bargaining process, to further reform pensions and control costs.
4. Analyzing regional or statewide efforts, including legislation and initiatives, that would impacts post employment costs.

Background. All City labor units have completed negotiations and we have two year contracts approved, until 2013. All contracts have new tiers for reduced post-employment benefits for new employees. City employees pay the full employee share of retirement benefits. However, the City faces \$146 million in unfunded liabilities for pensions and another \$59 million for retiree health. The Governor recently released a pension reform plan and the City needs to consider the recommendations of plan, as they evolve, and whether to take any other actions at a local level.

Schedule/Meetings. In early 2012, it is anticipated that frequent meetings would be needed, perhaps once or twice a month, then the number of meetings will depend on the direction the Subcommittee takes for future action involving unions and/or community members.

Community Participation. Options include (not mutually exclusive):

- meeting with the City bargaining representatives on all of the above topics
- meeting (as County did) with pension reform groups in the community
- holding a City Council study session

Objectives: Recommend specific actions to the full Council related to reducing the cost of post-employment benefits.

Timeline: Commence and complete work in 2012. Any labor negotiation direction will need to be determined by full City Council, traditionally handled in closed session prior to commencement of negotiation of next contracts.

Staff: Assistant City Manager Jim Schutz and Human Resources Director Anil Comelo.

San Rafael City Council
SMART Adhoc Subcommittee
Updated April 2012

Members: Mayor Phillips and Councilmember Heller (Subcommittee Chair)

Purpose. The Sonoma Marin Area Rail Transit (SMART) Subcommittee will work with staff on issues related to SMART including the Station Area Plans, Quiet Zones, the impact of the train on the Downtown, the Whistlestop building sale and reuse, and the Andersen Drive overcrossing settlement agreement.

Background. SMART will begin construction of a rail line through San Rafael in 2012, and complete it over several years, including a station at Civic Center and a station in Downtown. Staff has been working for the past few years to address the impact in both locations from the addition of a station, including traffic, pedestrian issues, impact on Whistlestop and various other topics. Staff secured an MTC grant to study the station areas, including land use surrounding the stations. Committees for each station have been established and are well underway with their analysis and reports. To support the Station Area Planning effort at a management level, every two months a Steering Committee meets (Chaired by the City Manager) which is comprised of the Directors of TAM, Golden Gate, SMART, MTC, Marin Transit, the County and the City (the Mayor).

In the late 90's, the City entered into a settlement agreement related to the crossing of Andersen Drive over the SMART tracks, and since SMART will begin designing the Downtown - to - Larkspur segment of the rail line in 2012, this issue will require staff and Subcommittee attention.

Quiet Zones are a significant concern of many residents of San Rafael. Funding will not likely be available to cover all requested Quiet Zones, therefore this will be a significant issue in 2012.

Schedule/Meetings. The Subcommittee would meet 8-10 times in 2012.

Community Participation. At this time it is anticipated that no additional community outreach will be needed with the Subcommittee's involvement, as SMART will be holding its own meetings on various topics and the Station Area Plans already have committees with outreach included in their work. City Council study sessions would likely be warranted on various topics.

Objectives: Recommend specific actions to the full Council as each topic moves forward: Station Area Plans, Quiet Zones, Andersen Drive, and others that arise.

Timeline: 2012 will be the key timing for meetings, as SMART will commence construction from Santa Rosa to the Civic Center station, and will commence design of the remainder of the line. This could be an ongoing Subcommittee, beyond 2012, although ad hoc in terms of meeting schedules and tasks.

Staff: City Manager and staff from Public Works, Economic Development, Community Development, City Attorney and City Manager's office, as needed.

**San Rafael City Council
Group Homes Adhoc Subcommittee
Updated April 2012**

Members: Mayor Phillips and Vice Mayor Levine (Subcommittee Chair)

Purpose. The Group Homes Subcommittee will be doing the following regarding unlicensed group homes in San Rafael:

1. Receiving an initial briefing from staff and providing recommendations for development of various options for regulation.
2. Reviewing draft options and/or recommendations.
3. Attending a community meeting to discuss options and recommendations for legislation.

Background. The City passed a temporary moratorium on unlicensed group homes in San Rafael, and in December 2011, extended the moratorium for one year. City Attorney and Community Development staff have been analyzing and researching this issue, and have held one community meeting, in July 2011. The Council subcommittee was appointed after the community meeting and has not yet met with staff.

Schedule/Meetings. The Subcommittee will likely hold only 3-4 meetings over the next the first half of 2012. A community meeting is tentatively planned for summer. After the community meeting, there could be one more meeting prior to going to the Planning Commission.

Community Participation. One community meeting, then Planning Commission and final City Council meetings in the Fall of 2012.

Objectives: Recommendation to the full Council regarding possible new legislation regulating group homes.

Timeline: To be completed, including any City Council action, in calendar year 2012.

Staff: Assistant City Attorney Lisa Goldfein and Community Development Director Paul Jensen. City Attorney Rob Epstein will also be involved.

**San Rafael City Council
Downtown Adhoc Subcommittee
Updated April 2012**

Members: Mayor Phillips and Councilmember McCullough (Subcommittee Chair)

Purpose. The Downtown Subcommittee will work on issues related to the vibrancy or economic vitality of Downtown. Issues will include:

1. Storefront vacancies, including the three former Yardbirds buildings
2. Redevelopment of sites, including reuse of the PG& E site
3. Events and funding for events
4. The impact of homelessness
5. The future of the Business Improvement District (BID)

Background. The Downtown Vision set the stage for a successful revitalization of the Downtown. The worldwide economic downturn however, can be seen in our Downtown, with storefront vacancies and an increased number of homeless. Lack of funding for events and support for the BID's efforts also needs to be addressed.

Schedule/Meetings. The committee will probably need to meet 6-8 times in 2012.

Community Participation.

- The Subcommittee will meet with a small group of invited stakeholders (local businesses, residents, retail/office brokers, Chamber and BID) on May 2nd to discuss all of the above issues.
- Additional community meeting(s) may include:
 - meeting with the Economic Development/Affordable Housing CAC (Citizens Advisory Committee):
 - Holding a City Council study session or series of community meetings
 - Creating a City task force with community member participation

Objectives: Identify implementing actions for the City and other agencies or individuals to undertake to improve the economic vitality of Downtown.

Timeline: Details to be determined.

Staff: City Manager and Economic Development Manager Stephanie Lovette

San Rafael City Council Homelessness Adhoc Subcommittee Updated April 2012

Members: Mayor Phillips and Vice Mayor Marc Levine (Subcommittee Chair)

Purpose. The Homelessness Subcommittee seeks to create a welcoming and safe environment for all and provide for our most vulnerable by coordinating with service providers to meet their needs. Steps to be taken by the Subcommittee would include:

- Researching “best practices” or successful models in place in other communities.
- Meeting(s) with various service providers, the County Homelessness Coordinator, Business Improvement District to find ways for the City to support their efforts and help them be more successful.
- More active participation in the County Homeless Advisory Committee’s quarterly meetings and/or other County activities on homelessness.

Background. The Department of Health and Human Services (HHS) at the County of Marin has the responsibility to provide shelter, mental health services, and to pursue solutions for homelessness. The County spearheads the annual County-wide homeless count, and at last count, the numbers were less than the prior year. HHS has a full time Homelessness Coordinator and a Homeless Advisory Committee upon which one San Rafael Councilperson is assigned a seat. A new effort called Permanent Supportive Housing has been launched, funded by the Marin Community Foundation, to house twelve of the County’s chronically homeless.

The City of San Rafael, through its former Redevelopment Agency, has provided affordable housing funds to nonprofit service providers and has established relationships with these agencies. The Police and Fire Departments, with support of Public Works and Code Enforcement staff, are engaged regularly with issues surrounding homelessness. Our Police Foot Patrol Downtown are regularly dealing with this issue on the street, as well as interacting on a daily basis with Ritter Center and St. Vincent de Paul Society. The part time Police Open Space Officer deals with homeless encampments. While the annual count of homeless has shown a decrease in number, and the above mentioned staff are continuing to work with agencies involved in the issue, the actual visible homeless activity on the streets indicates an increase in homelessness, not a decrease, and community complaints, especially Downtown, are on the rise.

Schedule/Meetings. To be determined.

Community Participation. A small, select working group of stakeholders will be formed to actively participate with the Subcommittee in determining short and long-term solutions. This will include coordination with the County’s efforts regarding Homelessness. A City Council study session on the issue could be scheduled for 2012.

Objectives: Short-term objectives are to help service providers and the County be more successful in the work they perform through coordination with and support from the City. Long-term objectives could include plans for better facilities, programs, or other infrastructure to reduce homelessness.

Timeline: Work to commence and complete in 2012.

Staff: Chief of Police, Economic Development Manager Stephanie Lovette and the City Manager.

**San Rafael City Council
Sustainability Adhoc Subcommittee
Updated April 2012**

Members: Mayor Phillips and Councilmember Connolly (Subcommittee Chair)

Purpose. The Sustainability Subcommittee will be reviewing and considering progress and priorities in the implementation of the City's Climate Change Action Plan (CCAP) and will be doing the following:

1. Increasing familiarity with the programs and projects of the CCAP, including issues such as: zero waste, energy, adaptation, sea-level rise, water and resource conservation, transportation, land use, economic development, forestry, local food, habitat protection, climate change/carbon reduction, green business, and social equity.
2. Providing input to prioritization of such programs and projects
3. Providing input to staff on project/program development e.g. Marin Sanitary Service (MSS) rate structure, plastic bag ban implementation, etc.
4. Receiving and responding to community input.

Background. Several sustainability efforts are underway that would be discussion items for the Subcommittee.

- The Climate Change Action Plan (CCAP) implementation requires regular monitoring and adjusting of priorities.
- Analysis of Marin Sanitary Service garbage rate restructuring is underway.
- Consideration of Styrofoam and plastic bag bans is under discussion.
- New ideas for the CCAP, such as installation of solar panels on City parking garages can be assessed.

Schedule/Meetings. Meetings will be on an as needed basis, likely 6 or more times in 2012, as well as meetings with the community each quarter.

Community Participation. Quarterly meetings have already been established for staff to report out to the community and to discuss progress on the Climate Change Action Plan. Subcommittee Chair Connolly also chairs these community meetings.

Objectives: Recommend specific actions, consistent with the goals of the CCAP, to the full Council during 2012.

Timeline: This could be an ongoing Subcommittee, although ad hoc in terms of meeting schedules and tasks.

Staff: Assistant City Manager Jim Schutz, Economic Development Manager Stephanie Lovette, and Volunteer and Sustainability Coordinator Cory Bytof

**San Rafael City Council
Facilities Adhoc Subcommittee
Updated April 2012**

Members: Mayor Phillips and Councilmember Connolly (Subcommittee Chair)

Purpose. The Facilities Subcommittee will discuss two related issues:

1. Regionalization of Public Safety services, i.e. sharing of Police and Fire services with other municipalities and the County; and
2. Possible next steps regarding identifying funding solutions for the City's critical facilities, including Police and/or Fire facilities.

Steps to be taken by the Subcommittee would include:

1. Regionalization:
 - a. Consider opportunities and constraints for sharing services.
 - b. Prepare an approach or plan for pursuit of opportunities.
2. Critical Facilities:
 - a. Analyze the approach taken with the prior tax measure & consider priorities for any new measure.
 - b. Look at costs and resources (consultants, etc.) necessary to prepare information/studies/analysis to move ahead.
 - c. Consider best timing relative to City and other taxing agency ballot measures in the next few years.

Background. Measure G, a ballot measure to fund the City's critical facilities did not garner the 2/3rd votes it needed to pass in November 2009. The measure would have authorized the City to incur bonded indebtedness in the amount of \$88 million to finance the costs of acquiring and constructing or rehabilitating public safety facilities and related public facilities. The measure received 61% "yes" votes. The City receives three funding sources for other municipal purposes that are voter approved. Below lists the years the current tax measures expire:

- Paramedic Tax: 2014
- Measure "S"/ One-half cent Transaction and Use Tax: 2016
- Measure "C"/ Library Parcel Tax: 2017

Schedule/Meetings. It is anticipated that the Subcommittee would meet at least 6 times in 2012. City Council typically appoints task force members, and this could take place once the purpose and scope of the Task Force has been established by the Subcommittee for recommendation to the full Council. If a decision to place a measure on the ballot is made, the goal would be for a 2013 election.

Community Participation. Creation of a City Task Force with extensive community member participation. Composition to be determined.

Objectives: Recommend specific actions to the full Council related to funding critical facilities, including budget, timing, and priorities for funding.

Timeline: Details to be determined.

Staff: City Manager and Police and Fire Chiefs