



**BERKELEY PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES**

REGULAR MEETING

Thursday, July 11, 2024

AGENDA

6:30 PM

LOCATION

West Branch
1125 University Avenue

Commission Members:

Amy Roth, President; Sophie Hahn, Vice President; Tanir Ami; Beverly Greene, John Selawsky

To submit an e-mail comment during the meeting to be read aloud during public comment, email BOLT@berkeleyca.gov with the Subject Line in this format: "PUBLIC COMMENT ITEM ##." Please observe a 150 word limit. Time limits on public comments will apply. Written comments will be entered into the public record.

This meeting will be conducted in accordance with the Brown Act, Government Code Section 54953. Any member of the public may attend this meeting. Questions regarding this matter may be addressed to [Jacqui Rodriguez](#), **Administrative Secretary**, (510) 981-6102. The Board of Library Trustees may take action related to any subject listed on the agenda.

I. PRELIMINARY MATTERS

A. Call to Order

B. Ceremonial Matters: *In addition to those items listed on the agenda, the President may add additional ceremonial matters.*

C. Public Comment

Speakers are allowed 3 minutes each for up to 10 speakers; if more than 10 individuals have filled out and submitted cards to speak, the time for all speakers will be reduced to 2 minutes per person and if more than 20 individuals have submitted speaker's cards, the time per person will be reduced to one minute each, for a maximum of one hour of public comment.

D. Comments from Library Unions

For regular meetings of the BOLT, representatives from the three unions representing Library employees may address BOLT, with a total time limit of 15 minutes. If all three (3) unions have representatives present and wish to speak, each union shall receive 5 minutes to address BOLT. If only two (2) unions have representatives present and wishing to speak, each union shall receive 7.5 minutes to address BOLT, for a total of 15 minutes. If only one (1) union has representatives present and wishing to speak, that union shall receive 15 minutes to address BOLT. The Secretary shall, at the start of the Comment from Library Union item, ask union representatives who wish to speak to identify themselves and which union they represent. The Secretary shall then determine the appropriate allocation of speaking time according to the rules stated herein.

- i. SEIU, LOCAL 1021 (Maintenance and Clerical Units)
- ii. SEIU, LOCAL 1021 (Community Services and PTRLA Units)
- iii. Public Employees Union, LOCAL 1

E. Comments from Board of Library Trustees

II. CONSENT CALENDAR

The Board will consider removal and addition of items to the Consent Calendar prior to voting on the Consent Calendar. All items remaining on the Consent Calendar will be approved in one motion.

A. Minutes of May 30, 2024 Special Meeting

From: Tess Mayer, Director of Library Services

Recommendation: Adopt the resolution to approve the minutes of the May 30, 2024 Regular Meeting of the Board of Library Trustees.

B. Minutes of June 5, 2024 Regular Meeting

From: Tess Mayer, Director of Library Services

Recommendation: Adopt the resolution to approve the minutes of the June 5, 2024 Regular Meeting of the Board of Library Trustees.

C. Fiscal Year 2025 Purchase Authorization in Excess of Director of Library Services' Granted Authority

From: Tess Mayer, Director of Library Services

Recommendation: Adopt the resolution authorizing the Director of Library Services to enter into fiscal year 2025 purchase agreements and approve payments to specified vendors for services encompassing utility, telephone and intranet/internet services, library materials, state taxes, professional services, and office supplies that may exceed the director's delegated spending authority of \$50,000 for services and \$100,000 for goods, materials, and equipment.

III. ACTION CALENDAR

A. Proposed Personnel Changes

From: Tess Mayer, Director of Library Services

Recommendation: Adopt the resolution to create two new positions to support Library operations and communications.

IV. INFORMATION REPORTS

All items for discussion only and no final action.

A. 2024 Update to the Local Hazard Mitigation Plan: Public Comment Process (written) – Dee Williams-Ridley, City Manager

B. Monthly Library Director's Report – Tess Mayer, Director of Library Services

V. ITEMS FOR FUTURE AGENDAS

These items are not scheduled for discussion or action at this meeting. The Board of Library Trustees may schedule these items to the agenda of a future meeting.

A. Discussion of items to be added to future agendas

VI. ADJOURNMENT

This meeting will be conducted in accordance with the Brown Act, Government Code Section 54953. Any member of the public may attend this meeting. Questions regarding this matter may be addressed to Tess Mayer, 510-981-6195, tmayer@berkeleyca.gov.

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 the Berkeley Public Library Administration Office located at 2090 Kittredge Street - 3rd Floor Admin Wing, Berkeley, CA 94704.

COMMUNICATION ACCESS INFORMATION:

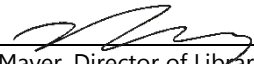


This meeting is being held in a wheelchair-accessible location. To request a disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact the Disability Services specialist at 981-6418 (V) or 981-6347 (TDD) at least three business days before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

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I hereby certify that the agenda for this regular meeting of the Board of Library Trustees was posted at the display case located near the walkway in front of the Maudelle Shirek Building, 2134 Martin Luther King Jr. Way and in front of the Central Public Library at 2090 Kittredge Street as well as on the Berkeley Public Library's website, on July 5, 2024.

//s//

  
Tess Mayer, Director of Library Services  
Serving as Secretary to the Board of Library Trustees

**Communications:**

|           |                                    |                                                                                                                                                                                                                                                                         |
|-----------|------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 5/31/2024 | Dee Williams -Ridley, City Manager | 2024 Update to the Local Hazard Mitigation Plan;<br>Public Comment Process                                                                                                                                                                                              |
| 6/01/2024 | Charlotte Cheathan                 | Advertising                                                                                                                                                                                                                                                             |
| 6/01/2024 | M Charlotte Cheatham               | For some reason                                                                                                                                                                                                                                                         |
| 6/25/2024 | Brandon Chadrasen Lowder           | Your public comps are compromised by<br>fundamentalist groups                                                                                                                                                                                                           |
| 6/27/2024 | "G"                                | Central Library non no noise policy                                                                                                                                                                                                                                     |
| 7/02/2027 | Chester Allen Arthur Williams      | Board of Library Trustees and Public Library systems<br>of stores website Public Library stores storefront<br>federal building entrance ATM scan in telephone<br>sales offices Board of Library Trustees 2150 Shattuck<br>Street Berkeley, CA 94704 leases fee paid tax |
| 7/03/2024 | Kiera Assenza                      | Masking Policy                                                                                                                                                                                                                                                          |
| 7/04/2024 | Margaret Proctor                   | Berkeley police were working as instructors at city<br>college in Pasadena pretended a friend was<br>extension of creative artist gaining friendships in<br>Berkeley based on inviting him to be friends with<br>opposite sex                                           |







**MINUTES**  
**Berkeley Public Library - Board of Library Trustees Special Meeting**  
**Thursday, May 30, 2024 6:30 PM**

Board of Library Trustees:  
Amy Roth, President  
Sophie Hahn, Vice President  
Tanir Ami  
Beverly Greene  
John Selawsky

**I. PRELIMINARY MATTERS**

A copy of the agenda packet can be found at <http://www.berkeleypubliclibrary.org/about/board-library-trustees>

**A. Call to order:** 6:32 pm

Present: Trustees Greene, Hahn, Roth and Selawsky.

Absent: Trustee Ami.

Also Present: Tess Mayer, Director of Library Services; Henry Bankhead, Deputy Director; Nneka Gallaread, Administrative and Fiscal Services Manager; Jacqui Rodriguez, Administrative Secretary.

**B. Ceremonial Matters:** Trustee Roth presented and welcomed Jacqui as new administrative secretary.

**C. Public Comments:** 0 speakers

**D. Comments from Library Unions:**

1. SEIU, LOCAL 1021 (Community Services and PTRLA Units) – 0 speakers
2. SEIU, LOCAL 1021 (Maintenance and Clerical Units) – 0 speakers
3. Public Employees Union, LOCAL 1 – 0 speakers

**E. Comments from Board of Library Trustees**

1. Trustee John Selawsky welcomed Jacqui.

**II. CONSENT CALENDAR**

**Action:** M/S/C Trustee Selawsky / Trustee Greene to adopt resolution R#24-081 to approve the consent calendar as presented.

**Vote:** Ayes: Trustees Greene, Hahn, Roth, Selawsky. Noes: None. Absent: Ami. Abstentions: None.

**A. Approve Minutes of the May 1, 2024 Regular Meeting**

**From:** Director of Library Services

**Recommendation:** Adopt a resolution to approve the minutes of the May 1, 2024 Regular Meeting of the Board of Library Trustees as presented.

**Contact:** Tess Mayer, Director of Library Services

**Action:** M/S/C Trustee Selawsky / Trustee Greene to adopt resolution R#24-082 to approve the minutes of May, 1 2024 Regular Meeting.

**Vote:** Ayes: Trustees Greene, Hahn, Roth, Selawsky. Noes: None. Absent: Ami. Abstentions: None.

**III. ACTION CALENDAR**

**A. Trustee Interviews**

**From:** Director of Library Services

**Recommendation:** Trustees will conduct interviews of candidates for the current vacancy on the Board of Library Trustees in order for the Trustees to make a recommendation to City Council. Candidate applications are included in the agenda packet.

**Financial Implications:** None.

**Contact:** Tess Mayer, Director of Library Services

**Action:** The Trustees interviewed 5 applicants: Deepti Doshi, Catherine Dower, Mary Gilg, Oliver Haug,

Priscilla Villanueva.

**B. Recommendation to City Council on FY2025 Library Tax Rates**

**From:** Nneka Gallaread, Fiscal and Administrative Services Manager

**Recommendation:** Adopt a resolution to recommend that the Berkeley City Council set the FY 2025 tax rate for funding the provision of Library Services in the City of Berkeley at \$0.2800 (28.00 cents) per square foot for dwelling units and \$0.4233 (42.33 cents) per square foot for industrial, commercial, and institutional buildings.

**Financial Implications:** See report.

**Contact:** Nneka Gallaread, Fiscal and Administrative Services Manager

**Action:** M/S/C Trustee Hahn/ Trustee Greene to adopt resolution R24-078 to recommend that the Berkeley City Council set the FY 2025 tax rate for funding the provision of Library Services in the City of Berkeley at \$0.2800 (28.00 cents) per square foot for dwelling units and \$0.4233 (42.33 cents) per square foot for industrial, commercial, and institutional buildings.

**Vote:** Ayes: Trustees Greene, Hahn, Roth, Selawsky. Noes: None. Absent: Trustee Ami. Abstentions: None.

**IV. AGENDA BUILDING**

The next regular meeting will be held on Wednesday, June 5, 2024.

**V. ADJOURNMENT**

Trustee Selawsky / Trustee Greene to adjourn the meeting.

Vote: Ayes: Trustees Green, Hahn, Roth, Selawsky. Noes: None. Absent: Trustee Ami. Abstentions: None.

Adjourned at 7:58 PM.

This is to certify that the foregoing is a true and correct copy of the minutes of the regular meeting of Thursday, May 30, 2024 as approved by the Board of Library Trustees.

//s// \_\_\_\_\_  
secretary to BOLT

Tess Mayer, Director of Library Services, acting as

Attachments:

1. Resolution



**MINUTES**  
**Berkeley Public Library - Board of Library Trustees Regular Meeting**  
**Wednesday, June 5, 2024 6:30 PM**

Board of Library Trustees:  
Amy Roth, President  
Sophie Hahn, Vice President  
Tanir Ami  
Beverly Greene  
John Selawsky

**I. PRELIMINARY MATTERS**

A copy of the agenda packet can be found at <http://www.berkeleypubliclibrary.org/about/board-library-trustees>

- A. Call to order:** 6:33 PM  
Present: Trustees Ami, Greene, Hahn, Roth and Selawsky.  
Absent: None  
Also Present: Tess Mayer, Director of Library Services; Henry Bankhead, Deputy Director; Aimee Reeder, Associate Management Analyst; Dan Beringhele, Supervising Librarian; Ilan Eyman, IT Librarian; Kelsey Ockert, Librarian; Coley Mixan, Information Systems Specialist; Dia Penning, Program Manager II; Jacqui Rodriguez, Administrative Secretary.
- B. Ceremonial Matters:** None
- C. Public Comments:** 0 speakers
- D. Comments from Library Unions:**
1. SEIU, LOCAL 1021 (Community Services and PTRLA Units) – 0 speakers
  2. SEIU, LOCAL 1021 (Maintenance and Clerical Units) – 0 speakers
  3. Public Employees Union, LOCAL 1 – 0 speakers
- E. Comments from Board of Library Trustees-**
1. **Trustee Roth** – All Trustee applicants were impressive.
  2. **Trustee Selawsky**- The strength of all the applicants reflects the Library's strength and leadership.
  3. **Trustee Ami** – Apologized for being absent for the interviews, but assures she is ready to cast her vote after reading all applications and listening to audio from special meeting.

Trustee Hahn arrived to the meeting at 6:42 PM.

- II. Presentations – Land Acknowledgement Subcommittee Staff Report** – Dan Beringhele, Supervising Librarian; Ilan Eyman, IT Librarian; Kelsey Ockert, Librarian; Kristina Uchida-Rattler, Library Specialist II; Coley Mixan, Information Systems Specialist; Aimee Reeder, Communications Analyst

**III. CONSENT CALENDAR**

**Action:** M/S/C Trustee Hahn / Trustee Selawsky to adopt resolution R#24-083 to approve the consent calendar as presented.

**Vote:** Ayes: Trustees Ami, Greene, Hahn, Roth, Selawsky. Noes: None. Absent: None. Abstentions: None.

**A. Contract: Imperial County Office of Education for Advanced Network Data Services**

**From:** Alicia Abramson, Manager, Library Information Technology

**Recommendation:** Adopt resolution authorizing the Director of Library Services to execute a novation of contract No. 104330-2 from CTC Technology & Energy (CTC) to Imperial County Office of Education (ICOE), transferring all duties and responsibilities accordingly, for the provision, installation, and maintenance of Advanced Network Data Services in an amount not to exceed \$107,305 for the period

from March 20, 2024 through June 30, 2024 with automatic renewals subject to cancellation by notice of either party.

**Contact:** Alicia Abramson, Manager, Library Information Technology

**Action:** M/S/C Trustee Hahn / Trustee Selawsky to adopt resolution #R24-079.

**Vote:** Ayes: Trustees Ami, Greene, Hahn, Roth, Selawsky. Noes: None. Absent: None. Abstentions: None.

#### IV. ACTION CALENDAR

**A. Recommendation to City Council on appointment of Trustee to serve a four-year term commencing September 4 to fill vacancy left by the ending of Trustee Selawsky's second term.**

**From:** Director of Library Services

**Recommendation:** Trustees will discuss candidates interviewed on May 30, and adopt a resolution naming the recommended candidate to the City Council for appointment. There will be discussion of candidates interviewed, a vote by the Board on recommendation to City Council, and direction to staff to send name of recommended candidate to City Council for appointment.

**Contact:** Tess Mayer, Director of Library Services

**Action:** Trustee Hahn nominated Priscilla Villanueva. Trustee Selawsky nominated Oliver Haug. Trustee Ami nominated Deepti Doshi. Trustee Greene abstained from nominating a candidate. Trustee Roth abstained from nominating a candidate.

The nominees were selected in a randomized order to be voted upon.

1. Priscilla Villanueva
2. Deepti Doshi
3. Oliver Haug

**Votes:**

Priscilla Villanueva: Ayes: Trustee Roth, Trustee Hahn, Trustee Ami. Noes: None. Abstentions: Trustees Selawsky and Greene.

Vote: Ayes: Trustee Ami, Hahn and Roth. Noes: None. Abstentions: Trustee Greene & Selawsky.

Trustee Selawsky left the meeting at 7:25 PM.

#### V. INFORMATION CALENDAR

**A. Monthly Library Director's Report**

**From:** Tess Mayer, Director of Library Services

**Action:** Received

#### VI. AGENDA BUILDING

The next regular meeting will be held on Thursday, July 11, 2024 6:30 PM

- Suggestion to streamline meeting agendas through fall.

#### VII. ADJOURNMENT

Trustee Greene / Trustee Hahn to adjourn the meeting.

**Vote:** Ayes: Ayes: Trustees Ami, Greene, Hahn, Roth, Selawsky. Noes: None. Absent: None. Abstentions: None. Adjourned at 7:57 PM.

This is to certify that the foregoing is a true and correct copy of the minutes of the regular meeting of Wednesday, June 5, 2024 as approved by the Board of Library Trustees.

//s// \_\_\_\_\_  
secretary to BOLT

Tess Mayer, Director of Library Services, acting as

Attachments:

1. Resolution



Presentation to the Board of Library Trustees

# LAND ACKNOWLEDGEMENT

## COMMITTEE UPDATE

6.5.24

II Consent Calendar  
Item B





# MEET THE TEAM

\*indicates founding members of the committee

Aimee Reeder, Communications Analyst\*

Coley Mixan, IT Specialist

Dan Beringhele, Supervising Librarian\*

Dia Penning, Equity, Diversity, Inclusion Manager

Ilan Eyman, IT Specialist\*

Kelsey Ockert, Librarian II

Kristina Uchida-Rattler, Library Specialist

# OUR WORK (1/3)



## DECEMBER 2022

First meeting of the committee following recommendation from BOLT - charged with developing scope (NOT JUST A PERFORMATIVE STATEMENT!)

## WINTER 2023

Group & individual learning - hours of webinars, readings, etc. and then bringing those learnings back to the committee for discussion and planning next steps.


## FEBRUARY 2023

Author first draft of the land acknowledgement statement to be used before programs and major meetings at the Library. **1st staff review:** the Library's Racial Justice Advisory (RJAG) group

## SPRING 2023

Research, vet several organizations & retain consultants to partner with: Ohlone cultural leaders Vincent Medina and Louis Trevino. **2nd staff review** of statement: internal newsletter & present to Library Council.

# OUR WORK (2/3)



How to make the statement “living,” relevant & continuously educational: begin working on daily live announcements in 3 languages.

MAY 2023

Revised statement with staff feedback.

SEPTEMBER 2023

Meet with our consultants for the first time. Revise draft statement. **3rd staff review:** present statement at all staff meeting.

OCTOBER 2023

Welcome new committee members: Kristina & Dia.

Landing page updated for 1st time since created in 2019.

NOVEMBER 2023

Welcome new committee member: Coley.

Staff presentation: **present final statement** to RJAG & Library Council so staff can begin using it before meetings & programs. Publish it in internal newsletter.



# OUR WORK (3/3)



## DECEMBER 2023

Focus on programming begins.  
Welcome new committee member: Kelsey.  
Begin recording announcements & coordinating logistics.

## JANUARY 2024

Record the Welcome Statement in Chochenyo that Vincent & Louis drafted.  
Begin meeting with Civic Arts for a mural at Central that would be a visual land acknowledgement.

## JANUARY CONT'D

Consultants review Landing Page. Present updated page at All Staff meeting that includes new curated carousels of reading recommendations, upcoming events and more links to outside resources.

## SPRING 2024

Multiple Ohlone & Indigenous Program & Major Author Events including monthly Cafe Ohlone programs on a variety of topics for teens & adults, children's programs on playing Ohlone games, Author Tommy Orange, Author Sara Calvosa Olson, etc.



# WELCOME IN CHOCHENYO + LAND ACKNOWLEDGEMENT

15 MINUTES AFTER OPENING  
4:15 PM





Berkeley Public Library buildings are built on the territory of xučyun (Hooch-yoon), within the homeland of the Chochenyo (Cho-chen-yo) speaking Ohlone (Oh-low-nee) people. We acknowledge and honor the Ohlone people, who have lived in Berkeley and throughout the East Bay since time immemorial. The Library recognizes that Berkeley residents have and continue to benefit from the use and occupation of unceded stolen land, and we pledge to recognize the permanence and the rich contributions that the Ohlone people continue to bring to the City of Berkeley and throughout the East Bay. We celebrate the strength of the Ohlone people and their culture. The Berkeley Public Library is committed to helping create a more just and anti-racist society and to furthering the visibility and celebration of Ohlone authors who are specific to the East Bay and Ohlone culture in our collections and programming.

## MORNING, AFTERNOON & EVENING/CLOSING ANNOUNCEMENTS IN 3 LANGUAGES



*This is a living document that was co-written by Ohlone cultural leaders Vincent Medina and Louis Trevino and the Berkeley Public Library.*



Los edificios de la Biblioteca Pública de Berkeley están contruidos en el territorio de xučyun (Hooch-yoon), dentro de la tierra natal del pueblo Ohlone (Oh-low-nee) de habla chochenyo (Cho-chen-yo). Reconocemos y honramos al pueblo Ohlone, que ha vivido en Berkeley y en todo Este de la bahía desde tiempos inmemoriales. La Biblioteca reconoce que los residentes de Berkeley se han beneficiado y continúan beneficiándose del uso y ocupación de tierras robadas y cedidas, y nos comprometemos a reconocer la permanencia y las ricas contribuciones que el pueblo Ohlone continúa aportando a la ciudad de Berkeley y a todo el Este de la Bahía. Celebramos la fuerza del pueblo Ohlone y su cultura. La Biblioteca Pública de Berkeley está comprometida a ayudar a crear una sociedad más justa y antirracista y a promover la visibilidad y celebración de los autores de Ohlone que son específicos de East Bay y la cultura Ohlone en nuestras colecciones y programación.

*Este es un documento vivo coescrito por los líderes culturales de Ohlone Vincent Medina y Louis Trevino y la Biblioteca Pública de Berkeley*

”

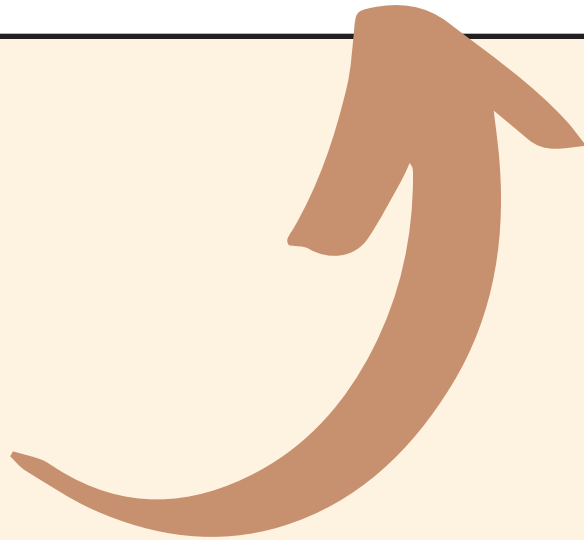


## MORNING, AFTERNOON & EVENING/CLOSING ANNOUNCEMENTS IN 3 LANGUAGES





## FLYER & BOOKMARKS AT EACH SERVICE DESK



Berkeley Public Library

# ANNOUNCEMENTS IN CHOCHENYO

The Berkeley Public Library recognizes that our five Libraries are located on the territory of xučyun (Huichin) of the Chochenyo speaking Ohlone people. We are broadcasting our land acknowledgement in English, Spanish and Chochenyo. Our closing announcements will be in Chochenyo as well!

## HOW CAN I LEARN MORE?



To learn about upcoming programs and books or online resources from our collection that promote Ohlone and other Native American cultures, authors and learning, point your phone's camera at the QR code or visit:

[www.berkeleypubliclibrary.org/  
Ohlone\\_indigenous\\_heritage](http://www.berkeleypubliclibrary.org/Ohlone_indigenous_heritage)

## WANT A COPY OF THE LAND ACKNOWLEDGEMENT STATEMENT?

We have bookmarks with it on them.  
Just ask for one!





# [WWW.BERKELEYPUBLICLIBRARY.ORG/ OHLONE\\_INDIGENOUS\\_HERITAGE](http://WWW.BERKELEYPUBLICLIBRARY.ORG/OHLONE_INDIGENOUS_HERITAGE)

COLLECTIONS, PROGRAMS, RESOURCES



# NEXT STEPS (CONCURRENT)

- Kid-specific land acknowledgement statement (draft already written) reviewed by consultants & recorded by Ohlone youth
- Readers Advisory Handouts
- Add sections to landing page:
  - Learn/pronounce Chochenyo words & phrases
  - Audio Statement
- Continuous Programming



# FOR THE FUTURE

- Visual representations in our physical libraries
- Elder Advisory Committee
- Work with Ohlone teens to make libraries more welcoming
- “Big Read” 2026
- And...





# MAHK EE-WEH / THANK YOU QUESTIONS?





**CONSENT CALENDAR**

July 11, 2024

To: Board of Library Trustees

From: Tess Mayer, Director of Library Services

Subject: Fiscal Year 2025 Purchase Authorization in Excess of Director of Library Services' Granted Authority

**RECOMMENDATION**

Adopt the resolution authorizing the Director of Library Services to enter into fiscal year 2025 purchase agreements and approve payments to specified vendors for services encompassing utility, telephone and intranet/internet services, library materials, state taxes, professional services, and office supplies that may exceed the director's delegated spending authority of \$50,000 for services and \$100,000 for goods, materials, and equipment.

**FISCAL IMPACT**

The projected costs of these expenditures for these vendors are provisioned for in the Biennial Budget for fiscal year 2025 and 2026 adopted by the Board of Library Trustees on May 1, 2024 by BOLT Resolution No.: R24-077.

**BACKGROUND**

With passage of BOLT Resolution No.: 08-56, the Board of Library Trustees on June 10, 2008 authorized the Director of Library Services to enter into purchase agreements for services up to \$50,000; and, with passage of BOLT Resolution No.: 09-94, the Board of Library Trustees on October 14, 2009 authorized the Director of Library Services to enter into purchase agreements for goods, materials, and equipment up to \$100,000.

On May 1, 2024, the board approved BOLT Resolution No.: R24-077 adopting the FY 2025 and 2026 Budget, which included funds for services, goods, materials and equipment.

**CURRENT SITUATION**

Commencing July 1, 2024, the Library will begin processing fiscal year 2025 purchase requisitions for services, goods, materials, and equipment to support Library operations. See Attachment 2 to this report for purchase expenses planned to be in excess \$10,000: vendors associated with a contract number were individually presented before the board for authorization; items not associated with a contract number are presented in attached for authorization as a group as per the Resolution presented herein for consideration.

Under current rules, the director must receive board approval for any purchase in excess of the authorized spending limit for any vendor once that vendor's cumulative fiscal year purchases exceed the authorized spending limit; and of which can be satisfied by either the execution of a contract or a consolidated authorization as pursuant to this request.

**ALTERNATIVE ACTIONS**

The alternative considered is to enter into initial purchase agreements not to exceed the director's spending authority and return to the board per purchase once cumulative purchases exceed the granted authority. It is

the Administrative and Fiscal Services Manager's recommendation that the Director of Library Services be granted increased spending authority for the specified vendors – per Attachment 2– during FY 2025. This request is consistent with recognized best practices for purchasing procedures and adheres to the City's purchasing policy.

**FUTURE ACTION**

No future action is necessary.

**CONTACT PERSON**

Tess Mayer, Director of Library Services, 981-6195

**Attachments**

1. Resolution
2. FY 2025: Vendor Purchased Values > \$10k to for FY 2025 Eligible Vendors

# **BOARD OF LIBRARY TRUSTEES**

**RESOLUTION NO: 24-087**

## **PURCHASE AUTHORIZATION FOR SELECTED VENDORS IN EXCESS OF DIRECTOR OF LIBRARY SERVICES' GRANTED AUTHORITY FOR FISCAL YEAR 2025 PER ATTACHMENT 2**

WHEREAS, the Board of Library Trustees on June 10, 2008 passed Resolution No.: 08-56 authorizing the Director of Library Services to enter into purchase orders for services up to \$50,000; and

WHEREAS, the Board of Library Trustees on October 14, 2009 passed Resolution No.: 09-94 authorizing the Director of Library Services to enter into purchase orders for goods, materials, and equipment up to \$100,000; and

WHEREAS, the Board of Library Trustees on May 1, 2024 passed Resolution No.: R24-077 adopting the Budget for all Library Funds' revenues and expenditures for fiscal year 2025; and

WHEREAS, the Berkeley Public Library purchases services, goods, materials and equipment in accordance with the adopted budget and in conformance with purchasing policies and practices of the City of Berkeley.

NOW THEREFORE, BE IT RESOLVED that the Board of Library Trustees of the City of Berkeley authorizes the Director of Library Services to execute fiscal year 2025 purchase agreements and payment approvals for the specified vendors as named per Attachment 2 for services, materials, and supplies that may exceed the delegated spending authority.

ADOPTED by the Board of Library Trustees of the City of Berkeley at a regular meeting held on July 11, 2024 by the following vote:

|              |                                               |
|--------------|-----------------------------------------------|
| AYES:        | Trustees Hahn, Roth, Greene, Ami and Selawsky |
| NOES:        | None                                          |
| ABSENT:      | None                                          |
| ABSTENTIONS: | None                                          |

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Amy Roth, Chairperson

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Tess Mayer, Director of Library Services  
Serving as Secretary of the Board of Library Trustees



## FY 2025: Vendor Purchased Values > \$10k to for FY 2025 Eligible Vendors

| Vendor | Vendor Name                 | Funding Source |          |           |     | FY25 Request |
|--------|-----------------------------|----------------|----------|-----------|-----|--------------|
|        |                             | 101            | 103      | 104       | 105 |              |
| 27170  | OVERDRIVE, INC              | 750,000.00     |          |           |     | 750,000.00   |
| 2224   | BAKER & TAYLOR, INC.        | 700,000.00     |          |           |     | 700,000.00   |
| 17128  | MIDWEST TAPE                | 500,000.00     |          |           |     | 500,000.00   |
| 7887   | PACIFIC GAS & ELECTRIC      | 460,000.00     |          |           |     | 460,000.00   |
| 30004  | KANOPY LLC                  | 300,000.00     |          |           |     | 300,000.00   |
| TBD    | PAVE PREVENTION             | 150,000.00     |          |           |     | 150,000.00   |
| 8859   | DELL MARKETING LP           | 90,000.00      |          |           |     | 90,000.00    |
| 13151  | EBSCO INFORMATION SERVICES  | 85,000.00      |          |           |     | 90,000.00    |
| 22588  | CALIFA GROUP                | 70,000.00      |          |           |     | 70,000.00    |
| TBD    | Sensource                   | 50,000.00      |          |           |     | 50,000.00    |
| 54702  | GODBE RESEARCH              | 50,000.00      |          |           |     | 50,000.00    |
| 7501   | EBMUD                       | 40,000.00      |          |           |     | 40,000.00    |
| 54273  | MIDWEST LIBRARY SERVICES    | 35,000.00      |          |           |     | 35,000.00    |
| 26277  | PACIFIC LIBRARY PARTNERSHIP | 34,000.00      |          |           |     | 34,000.00    |
| 21636  | T-MOBILE USA                | 27,000.00      | 3,500.00 |           |     | 30,500.00    |
| 4886   | OCLC                        | 30,000.00      |          |           |     | 30,000.00    |
| 22038  | AT&T                        | 30,000.00      |          |           |     | 30,000.00    |
| 25947  | AMAZON.COM-LIBRARY          | 22,000.00      |          | 5,300.00  |     | 27,300.00    |
| 15841  | LECTORUM PUBLICATIONS, INC. | 25,000.00      |          | 1,500.00  |     | 26,500.00    |
| 53437  | RACE-WORK LLC               | 26,000.00      |          |           |     | 26,000.00    |
| 54091  | CIRCLEUP                    | 25,000.00      |          |           |     | 25,000.00    |
| 2020   | INGRAM LIBRARY SERVICES LLC | 25,000.00      |          |           |     | 25,000.00    |
| 24099  | PEGASUS BOOKS               | 1,500.00       |          | 23,000.00 |     | 24,500.00    |
| 54526  | Freedom Lifted LLC          | 23,000.00      |          |           |     | 23,000.00    |
| 27918  | CENGAGE LEARNING INC        | 17,200.00      |          |           |     | 17,200.00    |
| 30583  | UNITY COURIER SERVICE INC   | 16,000.00      |          |           |     | 16,000.00    |
| 26329  | GOVCONNECTION               | 15,000.00      |          |           |     | 15,000.00    |
| 945    | SAN LEANDRO ELECTRIC        | 15,000.00      |          |           |     | 15,000.00    |
| 289    | GRAINGER INDUSTRIAL SUPPLY  | 15,000.00      |          |           |     | 15,000.00    |
| 21648  | SYSERCO, INC.               | 14,000.00      |          |           |     | 14,000.00    |
| 22930  | NEWSBANK, INC.              | 13,300.00      |          |           |     | 13,300.00    |
| 26825  | STUART'S CLEAR CHOICE       | 13,000.00      |          |           |     | 13,000.00    |
| 19905  | ULINE                       | 12,000.00      |          |           |     | 12,000.00    |
| 18618  | VERIZON WIRELESS            | 11,000.00      |          |           |     | 11,000.00    |
| 21288  | SCHOLASTIC INC.             | 1,200.00       |          | 9,000.00  |     | 10,200.00    |
| 53982  | NPTS, INC                   | 10,000.00      |          |           |     | 10,000.00    |







**ACTION CALENDAR**

July 11, 2024

To: Board of Library Trustees  
From: Tess Mayer, Director of Library Services  
Subject: Proposed Personnel Changes

**RECOMMENDATION**

Adopt the resolution creating two new positions to support Library operations and communications.

**INTRODUCTION**

The Library proposes to introduce two new positions, one Tool Lending Specialist and one Program Manager. The goal is to provide better operational support for the Tool Lending Library and enhanced support of the strategic priority of internal and external communications for the Library.

The adopted Budget for all Library Funds for FY 2025 and 26 projects revenue of \$25,810,174 and \$26,319,469; respectively and expenditures of \$29,233,229 and \$29,644,143. The following table reflects the dollar values by Fund grouping.

**Adopted Budget**

| Fund                           | FY 2025             |                     | FY 2026             |                     |
|--------------------------------|---------------------|---------------------|---------------------|---------------------|
|                                | Revenue             | Expense             | Revenue             | Expense             |
| Library Tax (101)              | \$25,535,754        | \$26,815,703        | \$26,046,049        | \$27,226,617        |
| Library Capital Projects (102) | \$0                 | \$2,000,000         | \$0                 | \$2,000,000         |
| Grants (103)                   | \$68,420            | \$67,526            | \$68,420            | \$67,526            |
| Friends and Gifts (104)        | \$105,000           | \$150,000           | \$105,000           | \$150,000           |
| BPL Foundation (105)           | \$100,000           | \$200,000           | \$100,000           | \$200,000           |
| <b>Berkeley Public Library</b> | <b>\$25,810,174</b> | <b>\$29,233,229</b> | <b>\$26,319,469</b> | <b>\$29,644,143</b> |

The proposed estimated budget impact to the FY 2025 and FY 2026 budgets above is \$379,223, with the assumption that there would be some margin of increase in FY 2026 depending on finalization of costs.

**CURRENT SITUATION**

The Library is requesting changes related to FTEs and to the organizational structure as described below. Recommended changes to staffing will not result in any individual being repositioned, re-classed, nor impacted by any form of job loss, or lay-off. All staffing proposals contained in this report are directly related to short and long-term library interests and operations.

The Library recommends adding the following positions:

1. 40-hr Tool Lending Specialist position for the Tool Lending Library

The Tool Lending Library is housed in the same location at the Tarea Hall Pittman South Branch. In the past, the Tool Lending operation has been closed on Sundays. Since this will potentially be changing, there is a need for increased staff capacity. In addition, as the Library prepares to do a more in-depth analysis of the

potential expansion of tool lending, on the heels of a strategic planning process which referenced this need by both the public as well as staff, ensuring adequate support of this service is a necessary step to take.

2. 40-hr Communications Program Manager (Program Manager II)

In Administration, the Library seeks to add a Program Manager II position dedicated to leadership of communication services. The breadth of scope of this position acknowledges the ongoing importance of internal and external communications for the Library as emphasized by the recent strategic planning process, and underscores the significance and criticality expressed by staff to ensuring the transparency and timeliness of Library communications. This change also provides for increased management capacity given the addition of a Communications Specialist position.

FISCAL IMPACT OF RECOMMENDATION

Personnel Budget (Library Tax Fund)

Authorized headcount increased by three to 148 from 145 in FY 2025, including prior approved position changes from 1/11/24 and 5/1/24. These changes would result in two more for a total of 150.

Breakdown by Position Type

| Type         | Headcount      |              |                |
|--------------|----------------|--------------|----------------|
|              | FY25/26        | +/-          | FY24           |
| Career       | 150.000        | 5.000        | 145.000        |
| <b>Total</b> | <b>150.000</b> | <b>5.000</b> | <b>145.000</b> |

Budget impact summary

| Position                | FTE         | Salary/benefits      | FTE         | Amount required      |
|-------------------------|-------------|----------------------|-------------|----------------------|
| Tool Lending Specialist | 1.00        | 150,564.77           | 1.00        | 150,564.77           |
| Program Manager II      | 1.00        | 228,658.37           | 1.00        | 228,658.37           |
|                         | <b>2.00</b> | <b>\$ 379,223.14</b> | <b>2.00</b> | <b>\$ 379,223.14</b> |

ALTERNATIVE ACTIONS

No alternative actions are proposed at this time. If the changes described above are not approved, then the Library will continue to operate as it has been, with less capacity dedicated to the goals described above.

FUTURE ACTION

On adoption by the Library Board of Trustees the Library will report this update to the City's Budget Office to inform mid-cycle updates to the City's overall budget.

CONTACT PERSON

Tess Mayer, Director of Library Services, 510-981-6195

Attachments:

1. Resolution
2. Tool Lending Specialist Classification
3. Program Manager II Classification

**BOARD OF LIBRARY TRUSTEES**  
**RESOLUTION NO: R24-089**

Adopt the resolution creating two new positions to support Library operations and communications.

WHEREAS, on May 1, 2024, the Board of Library Trustees by Resolution No.: 24-077 approved the fiscal year's 2025-26 budget; and

WHEREAS, the Board of Library Trustees is vested with the authority to amend the fiscal year budgets for encumbrances and adjustments throughout the fiscal year as it deems prudent and necessary as pertains to the operations of the Library; and,

WHEREAS, the FY 2025 and FY 2026 expenditures budgets are requested to be amended by \$379,223; and,

WHEREAS, the Board of Library Trustees has delegated day-to-day operation of the Library to the Director of Library Services by Resolution R07-10; and,

WHEREAS, the Library staff has identified new positions that will better support Library operations including expanded Tool Lending services and hours; and,

WHEREAS, enhanced communications were determined to be a priority identified in the 2023 strategic planning process; and,

WHEREAS, increased leadership and capacity will better support this priority.

NOW THEREFORE, BE IT RESOLVED by the Board of Library Trustees of the City of Berkeley that the that the positions as described in the attached report be added to the Library's position control and the FY 2025 and FY 2026 Expenditure Budgets are amended based upon a recommended value of by \$379,223 in appropriated expenditures.

ADOPTED by the Board of Library Trustees of the City of Berkeley at a regular meeting held on July 11, 2024 by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

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Amy Roth, President

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Tess Mayer, Director of Library Services  
Serving as Secretary to the Board of Library Trustee





## City of Berkeley Tool Lending Specialist

|                         |                  |                      |                                                                                                                                       |
|-------------------------|------------------|----------------------|---------------------------------------------------------------------------------------------------------------------------------------|
| <b>CLASS CODE</b>       | 6076             | <b>SALARY</b>        | \$37.17 - \$41.18 Hourly<br>\$2,973.24 - \$3,294.43 Biweekly<br>\$6,442.02 - \$7,137.94 Monthly<br>\$77,304.19 - \$85,655.29 Annually |
| <b>ESTABLISHED DATE</b> | October 13, 2008 | <b>REVISION DATE</b> | June 01, 2022                                                                                                                         |

### Description

#### DEFINITION

Under supervision, provides tools, equipment, instructional manuals and basic reference service regarding home maintenance and repair to patrons of the Berkeley Tool Lending Library; orders, maintains and repairs tools and equipment; performs related work as assigned.

#### CLASS CHARACTERISTICS

The Tool Lending Specialist is a skilled library support class assigned to the Berkeley Tool Lending Library. The duties require a sound working knowledge of home improvement and culinary arts used by the do-it-yourself community. This class is distinguished from other library support classes in that the duties specifically apply to basic home improvement, building construction, culinary arts-related reference service, and the circulation of tools and home improvement equipment.

### Example of Duties

The following list of duties describes the various types of work that may be performed and the level of technical complexity of the assignment(s) and is not intended to be an all-inclusive list.

1. Selects and lends a variety of culinary, building trade and gardening tools and equipment to residents of the City;
2. Recommends to the Library the purchase of tools and equipment; advises on the purchase of instructional manuals for the Tool Lending Library collection;
3. Maintains tools and equipment in an operable condition, including making necessary repairs; sends tools out to private tool repair companies when a more difficult repair is required;
4. Processes lending requests and answers patron questions in person or by phone;
5. Maintains the reserve and waiting list, retrieves overdue materials and collects fines;
6. Advises patrons on the correct and safe use of tools and equipment; answers basic patron reference questions regarding home maintenance and repair;

7. Collects and maintains records and prepares reports regarding tools and equipment borrowed, patron demographics, telephone inquiries and the amount of fees and fines collected;
8. Monitors expenditures related to tool repair and purchase;
9. Attends community meetings and public hearings to explain functions of the Tool Lending Library;
10. Maintains library in a clean and orderly condition;
11. Monitors developments related to tools, equipment, and instructional material on home maintenance and repair;
12. Maintains inventory records;
13. May instruct staff or volunteers on job duties; and
14. Performs related work as assigned.

### **Knowledge and Abilities**

Note: The level and scope of the knowledge, skills, and abilities listed below are related to job duties as defined under Class Characteristics.

Knowledge of:

1. Tools, equipment, and instructional manuals used in culinary tools, building repair, and construction trades;
2. Standard culinary and building maintenance repair and maintenance procedures and terminology;
3. Basic stock and inventory control methods, including requisitioning, receiving, storing and lending;
4. Record keeping, report preparation and filing methods and techniques;
5. Basic business arithmetic;
6. Standard safety practices and techniques in the building trades;
7. Basic tool and equipment repair, and repair resources; and
8. Operation of standard office equipment.

Skill in and ability to:

1. Provide sound information and appropriate tools and equipment to patrons;
2. Develop and implement lending and inventory control procedures;
3. Understand and follow oral and written instructions;

4. Organize work, set priorities and exercise sound independent judgment;
5. Prepare and maintain accurate records and reports;
6. Establish and maintain effective working relationships with those contacted in the course of the work;
7. Gather and evaluate data and make logical recommendations; and
8. Instruct others in work procedures.

**Minimum Qualifications**

A TYPICAL WAY OF GAINING THE KNOWLEDGE AND SKILLS OUTLINED ABOVE IS: Equivalent to graduation from high school and two years of experience which has provided a working knowledge of the tools and equipment used in the building construction trades (carpentry, plumbing, painting, masonry and electrical).

**OTHER REQUIREMENTS**

Must be able to work evenings, weekends and irregular shifts.

**Classification History**

Established: 12/1988

Revised: 04/2004, 06/01/2022 (Berkeley of Library Trustees Consent Calendar)







## City of Berkeley Program Manager II

|                         |                  |                      |                                                                                                                                           |
|-------------------------|------------------|----------------------|-------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CLASS CODE</b>       | 9016             | <b>SALARY</b>        | \$64.90 - \$78.53 Hourly<br>\$5,191.89 - \$6,282.80 Biweekly<br>\$11,249.10 - \$13,612.73 Monthly<br>\$134,989.21 - \$163,352.75 Annually |
| <b>ESTABLISHED DATE</b> | October 26, 2021 | <b>REVISION DATE</b> | March 09, 2022                                                                                                                            |

### Description

#### DEFINITION:

Organizes and manages major City programs or projects that have a high degree of visibility and are of substantial impact including the development and implementation of program goals and elements; may supervise professional, technical and clerical staff; and develops procedures, programs and methodologies.

#### CLASS CHARACTERISTICS:

This is the second level class in the Program Manager series, fully competent to perform responsible and difficult program and project management for one or more major City programs that have a significant impact to the City and the community. Incumbents are expected to exercise independent judgment in the development and implementation of program and project goals, administering program budget and supervising staff.

#### Example of Duties

The following list of duties is intended only to describe the various types of work that may be performed and the level of technical complexity of the assignment(s) and is not intended to be an all-inclusive list of duties. The omission of a specific duty statement does not exclude it from the position if the work is consistent with the concept of the classification, or is similar or closely related to another duty statement.

1. Organizes, coordinates, and manages one or more major programs or projects with high visibility and impact;
2. Coordinates administrative functions associated with program management including budget preparation, financial management, and grant application preparation and administration; manages the procurement process including the development of RFP/RFQs; negotiates terms, conditions and administers contracts;
3. Develops procedures, methodologies and performance metrics-related to compliance and program requirements; interprets and applies existing policies to actual situations; identifies and resolves problems;
4. Represents the department in a variety of meetings and forums involving program coordination and implementation;
5. Conducts complex analyses and makes technical investigations and research on a variety of issues impacting the City;
6. Plans, develops and coordinates complex studies and prepares and presents findings and recommendations;
7. Formulates, recommends and implements policies, procedures and new service approaches associated with assigned program(s);

8. Serves as liaison with representatives from federal, state, local, private and community organizations in the implementation of assigned program(s);
9. Reviews the effectiveness of service delivery and work flow; makes and implements recommendations regarding program elements;
10. Analyzes laws and regulations and their impact to assigned program(s);
11. Develops and maintains informational and statistical reports regarding program performance, goal attainment, and service levels;
12. Trains public and staff on program to improve implementation, including creating and maintaining educational materials;
13. Maintains regular contact with public, including internal and external meetings and/or site visits to ensure compliance with program requirements;
14. Performs related duties as assigned.

### **Knowledge and Abilities**

Note: The level and scope of the knowledge and skills listed below are related to job duties as defined under Class Characteristics.

#### Knowledge of:

1. Advanced principles and practices of project/program development, management and administration in the assigned program area;
2. Management and administrative principles and practices;
3. Principles of budget development and administration;
4. Advanced principles and practices of research, analysis, and report writing;
5. Principles and practices of effective employee supervision, including selection, training, work evaluation and discipline;
6. Pertinent Federal, State, and local statutes, ordinances, and regulations, as needed for area of assignment;
7. Regulatory and programmatic requirements and services as they relate to assigned program;
8. Principles and practices of grant administration, public procurement, contract law and negotiations.

#### Ability to:

1. Effectively plan, develop, and implement comprehensive programs with a broad impact and high degree of complexity;
2. Collect and analyze large volumes of data and reach a sound conclusion;
3. Use, at a highly proficient level, computers, computer applications, and software including Word, Excel, and other software relevant to the assigned program area;
4. Prepare and present clear and concise technical or analytical reports and visually engaging presentations for City Council and community;
5. Interpret and apply program requirements and/or regulatory practices, rules, and policies to actual situations;
6. Meet deadlines in a highly political environment;
7. Communicate effectively, both orally and in writing;
8. Effectively analyze legislation and/or regulatory changes and their impact to City services;
9. Establish and maintain productive working relationships with those contacted in the course of the work;
10. Use English effectively to communicate in person, over the telephone, and in writing;
11. Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines; and
12. Manage and supervise support staff.

**Minimum Qualifications**

A TYPICAL WAY OF GAINING THE KNOWLEDGE AND SKILLS OUTLINED ABOVE IS:

Equivalent to graduation from a four year college or university with major coursework in business or public administration, or a related field and five (5) years in the development and implementation of programs.

**OTHER REQUIREMENTS** Must be able to travel to various locations within and outside the City of Berkeley to meet program needs and to fulfill the job responsibilities. When driving on City business, the incumbent is required to maintain a valid California driver's license as well as a satisfactory driving record. Must be able to attend evening and weekend meetings.

**Classification History**

Established 10/12/21

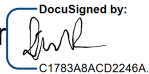




Office of the City Manager

May 31, 2024

To: Commission Secretaries

From: Dee Williams-Ridley, City Manager 

Subject: 2024 Update to the Local Hazard Mitigation Plan;  
Public Comment Process

The First Draft of the City's 2024 Local Hazard Mitigation Plan (LHMP) update has been released on the City's website ([www.BerkeleyCA.gov/Mitigation](http://www.BerkeleyCA.gov/Mitigation)). The document's Executive Summary and Actions are attached to this letter.

As a Commission Secretary, please:

- Include the attached material as an Information Item in your next Commission meeting packet
- If your Commission wishes to provide feedback on the plan, please send comments to [mitigation@berkeleyca.gov](mailto:mitigation@berkeleyca.gov) by July 31.

#### Plan Content

The LHMP identifies natural hazards in Berkeley and outlines a five-year strategy to further protect Berkeley's people, buildings, infrastructure, and environment from those hazards. The City began updating the LHMP in early 2023. This update effort will allow Berkeley to apply for federal mitigation grant programs and State funding, and is anticipated to be complete at the end of 2024.

The content of the LHMP is dictated by State and federal requirements and focuses on City actions to reduce risks. In an effort to make the LHMP more relevant and accessible to community members, staff created a new section called "Berkeley Household Risk Reduction" to offer clear steps people can take to mitigate risks in their own households. Staff also wants to acknowledge all the work community members do to contribute to collective risk reduction in Berkeley by taking these actions.

#### Commission Review

All City Commissions are welcome to review the First Draft Plan. Commissions interested in providing feedback must submit it to [mitigation@berkeleyca.gov](mailto:mitigation@berkeleyca.gov) by July

31, 2024. Staff will review the feedback and incorporate appropriate edits into the Final Draft Plan.

Staff will present on the First Draft Plan at the Planning Commission's June 5 meeting and the Disaster and Fire Safety Commission's June 26 meeting.

### Community Review

The First Draft Plan has been posted for review and comment on the City website ([www.BerkeleyCA.gov/Mitigation](http://www.BerkeleyCA.gov/Mitigation)). Staff recognize that it is difficult to engage with long documents, such as the LHMP. In an effort to support community review of the materials, the website also has detailed videos about each hazard included in the LHMP. The videos describe each hazard, its impacts, actions the City is taking to reduce risk, and recommend actions that community members can take to reduce risk in their own lives.

Members of the public are invited to provide written feedback on the document until July 31, 2024.

Written feedback can be submitted:

- a) Via email to [mitigation@berkeleyca.gov](mailto:mitigation@berkeleyca.gov)
- b) Via postal mail to:
  - Fire Department – Office of Emergency Services
  - Attn: Mitigation Plan
  - 2100 Martin Luther King, Jr. Way, 2<sup>nd</sup> Floor
  - Berkeley, CA 94704
- c) In-person during business hours to the Fire Department – Office of Emergency Services at the address above.
- d) In-person at Public Review Workshops:
  - a. Monday, June 3, 5:30 pm to 7:30 pm at the Central Library, in The Commons
  - b. Saturday, July 20, 10 am to 12pm at the Tarea Hall Pittman South Branch Library

Following the public review process for the First Draft Plan, staff will review community member feedback and will incorporate appropriate edits into the Final Draft Plan. Staff will concurrently develop an outline of edits made based on Commission and community feedback.

The Final Draft Plan will undergo review first by the State of California Office of Emergency Services, and then the Federal Emergency Management Agency (FEMA). Staff will make changes to the plan as required by these State and federal bodies.

### Adoption

In winter 2024 (est.), staff will post the Final Draft Plan, including any State and federal edits, to the City website. At that time, staff will present the Final Draft Plan to the

Disaster and Fire Safety Commission and the Planning Commission, requesting their recommendations to the Council on the plan. The Planning Commission meeting will also serve as the First Public Hearing for the plan. Staff anticipates bringing the Final Draft Plan to the City Council for review and adoption in December 2024.

Commission Secretaries will serve as their Commissions' point of contact for this project. Please contact Jamie Albrecht, Emergency Services Coordinator (<mailto:jalbrecht@berkeleyca.gov>x5514), with questions.

Attachment: 2024 Local Hazard Mitigation Plan: First Draft Executive Summary and Actions

cc: David Sprague, Fire Chief  
LaTanya Bellow, Deputy City Manager  
Anne Cardwell, Deputy City Manager  
Jenny Wong, City Auditor  
Farimah Brown, City Attorney  
Mark Numainville, City Clerk  
Matthai Chakko, Assistant to the City Manager







City of Berkeley

# **2024**

# **Local Hazard Mitigation Plan**

DRAFT

May 24, 2024

# Executive Summary

Berkeley is a vibrant and unique community. But every aspect of the city – its economic prosperity, social and cultural diversity, and historic character – could be dramatically altered by a disaster. While we cannot prevent natural hazards, we can anticipate their many impacts and take steps to reduce those harms to our infrastructure, environment, and community. We can make sure that the Berkeley that emerges after a disaster continues to reflect our current values.

The federal Disaster Mitigation Act of 2000 (DMA 2000) calls for all communities to prepare mitigation plans every five years. City government and community members have been working together for years to address certain aspects of disaster risk – such as strengthening structures and managing vegetation to reduce fire risk. The 2004 Disaster Mitigation Plan formalized this process for the first time, ensuring that these activities continued to be explored and improved over time. The 2014 and 2019 Local Hazard Mitigation Plans continued this ongoing process to evaluate the risks that different hazards pose to Berkeley, and to engage the community in dialogue to identify the most important steps that the City, its partners, and residents should pursue to reduce these risks. Over many years, this constant focus on disasters has made the Berkeley community much safer.

The City adopted a plan that met the requirements of DMA 2000 on June 22, 2004, and an update in December 2014 and 2019. This is the first draft of the 2024 update to that plan, called the 2024 Local Hazard Mitigation Plan (2024 LHMP).

## ***Plan Purpose***

The 2024 LHMP serves four functions:

1. The 2024 LHMP documents our current understanding of the hazards present in Berkeley, along with our vulnerabilities to each hazard – the ways that the hazard could impact our buildings, infrastructure, community, and environment.
2. The document presents Berkeley City government’s Mitigation Strategy for the coming five years. The Mitigation Strategy reflects a wide variety of both funded and unfunded actions, each of which could reduce the Berkeley’s hazard vulnerabilities.
3. In addition to presenting a City-level mitigation strategy, the document outlines Actions that Berkeley community members can and do take at the household level to reduce their own vulnerabilities to hazards in Berkeley. While these household-level actions are not a requirement of the DMA 2000, including these details makes the plan’s risk assessment more immediately relevant to community members, also acknowledging the work they do to reduce our collective risk.
4. By fulfilling requirements of the DMA 2000, the 2024 LHMP ensures that Berkeley will remain eligible to apply for mitigation grant funding before disasters, and to receive federal mitigation funding and additional State recovery funding after disasters.

## ***Plan Organization***

The 2024 LHMP has been structured to specifically address DMA 2000 requirements as well as recent updates to these requirements from the Federal Emergency Management Agency. The 2024 LHMP is organized as follows:

### *Element A: Planning Process*

This section of the 2024 LHMP describes the process used to develop the document, including how partners, stakeholders, and the community were engaged. It also addresses the City's approach to monitoring the 2024 LHMP over the five-year planning cycle.

### *Element B: Risk Assessment*

This section of the 2024 LHMP outlines the different hazards present in Berkeley. Analysis of each hazard includes a description, the locations in Berkeley with exposure to the hazard, previous occurrences, probability of the hazard occurring in the future, Berkeley's vulnerabilities, and the potential impacts. This section also now includes actions that individual community members and households can take to reduce their risks.

### *Element C: Mitigation Strategy*

The Mitigation Strategy section first documents the authorities, policies, programs, and resources that the City brings to bear in implementing mitigation actions. Second, this section outlines a comprehensive range of specific mitigation actions and projects designed to reduce Berkeley's hazard vulnerabilities. This section also describes how the 2024 LHMP is integrated with other City plans.

### *Element D: Plan Maintenance*

This section describes how public participation in the plan maintenance process will continue as well as the methods and schedule for keeping the plan current. It also provides a detailed description of how the 2024 LHMP will be integrated into other planning mechanisms.

### *Element E: Plan Update*

This section describes how changes in development and priorities have influenced updates to the 2024 LHMP. It also provides a detailed description of Berkeley's progress on the Mitigation Strategy adopted in the 2019 LHMP.

### *Element F: Plan Adoption*

This section will be used to document formal adoption of the Final Draft 2024 LHMP by the Berkeley City Council.

### *Element G: Community Education*

This section is new in the 2024 LHMP and is not a FEMA requirement. It includes information on what the City has done to make the risk assessment and mitigation strategy more applicable and accessible to community members. This section includes links to educational resources.

In the pages that follow, this Executive Summary describes highlights from Element B: *Risk Assessment* and Element C: *Mitigation Strategy*, as well as key updates that were made to the section since the 2019 version.

## Element B: Risk Assessment

Berkeley is exposed to a number of hazards that vary in their intensity and potential impacts. This mitigation plan addresses the following hazards: earthquake, wildland-urban interface (WUI) fire, extreme heat, poor air quality, high wind, rainfall-triggered landslide, tsunami, flood, sea level rise, utility interruption, hazardous materials release, and infectious disease. Each of these hazards can occur independently or in combination, and can also trigger secondary hazards.

Climate change was included as a separate hazard of concern in the previous versions of this plan. However, in this update, climate change has been integrated throughout the plan and into every hazard of concern. Climate change will continue to increase the likelihood and the severity of the hazards outlined in this place.

**Table 1.** *Summary of Hazard Analysis*

| <b>Hazard</b>                        | <b>Likelihood</b> | <b>Severity of Impact</b> |
|--------------------------------------|-------------------|---------------------------|
| <b>Earthquake</b>                    | Likely            | Catastrophic              |
| <b>Wildland-Urban Interface Fire</b> | Likely            | Catastrophic              |
| <b>Extreme Heat</b>                  | Likely            | Moderate to Catastrophic  |
| <b>Poor Air Quality</b>              | Likely            | Minor                     |
| <b>High Wind</b>                     | Likely            | Minor                     |
| <b>Rainfall-Triggered Landslide</b>  | Likely            | Minor to Catastrophic     |
| <b>Tsunami</b>                       | Possible          | Minor to Catastrophic     |
| <b>Floods</b>                        | Likely            | Minor                     |
| <b>Sea Level Rise</b>                | Likely            | Minor to Major            |
| <b>Utility Interruption</b>          | Likely            | Minor to Major            |
| <b>Hazardous Materials Release</b>   | Likely            | Minor to Catastrophic     |
| <b>Infectious Disease</b>            | Likely            | Minor to Catastrophic     |

## Earthquake

The United States Geological Survey states that there is a 72% probability of one or more M 6.7 or greater earthquakes from 2014 to 2043 in the San Francisco Bay Region. There is a 33% chance that a 6.7 or greater will occur on the Hayward fault system between 2014 and 2043.<sup>1</sup> This means that many Berkeley residents are likely to experience a severe earthquake in their lifetime.

A catastrophic earthquake on the Hayward Fault would cause severe and violent shaking and three types of ground failure in Berkeley. Surface fault rupture could occur in the Berkeley hills along the fault, damaging infrastructure and utilities that cross the fault. Landslides are expected in the Berkeley hills during the next major earthquake, particularly if the earthquake occurs during the rainy winter months. Landslide movement could range from a few inches to tens of feet. Ground surface displacements as small as a few inches are enough to break typical foundations. Liquefaction is very likely in the westernmost parts of the city and could occur in much of the Berkeley flats. Liquefaction can destroy pavement, dislodge foundations, and damage underground and aboveground infrastructure.

Shaking and ground failure are likely to create impacts that ignite post-earthquake fires. Firefighting efforts will be simultaneously challenged due to broken water mains and damage to electrical, transportation, and communication infrastructure.

In a 6.9 magnitude earthquake on the Hayward Fault, the City estimates that over 600 buildings in Berkeley will be completely destroyed and over 20,000 more will be damaged. One thousand to 4,000 families may need temporary shelter. Depending on the disaster scenario, one hundred people could be killed in Berkeley alone, and many more would be injured. Commercial buildings, utilities, and public roads will be disabled or destroyed. This plan estimates that building damage in Berkeley alone could exceed \$2 billion, out of a multi-billion-dollar regional loss, with losses to business activities and infrastructure adding to this figure.

Low-income housing units are expected to be damaged at a higher rate than other residences. Other types of housing, such as condominiums, may replace them when land owners rebuild. This could lead to profound demographic shifts in Berkeley.

## Wildland-Urban Interface Fire

Fire has always been a natural part of the California and East Bay wildland ecosystem. Fire has historically been a way to maintain forest health, to control invasive species, and to provide a rich habitat for wildlife. In Berkeley, densely-built homes and vegetation have been introduced to hillside areas that otherwise required burning to maintain ecological balance. For many years people have tried to prevent fire in forests and developed areas, disrupting this balance. As a result, catastrophic fires are now occurring throughout the Bay Area and the world.

There are two primary types of wildfire: “wildland” fire and “wildland-urban interface” (WUI) fire. WUI fires, the primary concern in Berkeley, occur where the natural landscape and urban-built environment meet or intermix. It is especially difficult to control a fire in the wildland-urban interface, where homes and other infrastructure are close to and within wildland areas.

Increased structure density exacerbates wildland-urban interface fire risk. The rate of structure-to-structure ignitions increases when there are more structures per acre. More than two structures per acre is considered high density in the WUI; most areas of the Berkeley hills have at least 2 structures per acre.<sup>2</sup> Areas of the north Berkeley hills and around Panoramic Hill more than four structures per acre. The density of Berkeley's hills areas will be a critical factor in fire spread.

Minimal separation between structures also increase fire risk. Structures that are less than 25 feet apart are at extreme risk of directly spreading fire to one another, in a process called "structure-to-structure ignition." Fires in denser areas will have high rates of structure-to-structure ignition and high risk of losses. In Berkeley many structures are less than 25 feet apart, which places the community in the highest risk category.

Berkeley is vulnerable to a wind-driven fire starting along the city's eastern border. The fire risk facing the people and properties in the eastern hills is compounded by the area's mountainous topography, minimal access and egress routes, and location, overlaid upon the Hayward Fault. Berkeley's flatlands are also exposed to a fire that spreads west from the hills.

The extent and intensity of a WUI fire is closely tied to weather conditions and fuel moisture. Fires that ignite under periodic conditions of "Red Flag Warning" or "Extreme Fire Weather" may result in uncontrollable firestorms. During Extreme Fire Weather, when a fire builds to this magnitude and travels with such extreme speed and force, firefighters' primary focus often shifts from firefighting to supporting evacuations. This is because during this type of weather, some normally-available firefighting tools can be ineffective or even unusable – like planes and helicopters, which need to be grounded during high winds.

The Berkeley Hills have narrow, windy roads that make evacuation difficult, which is why the Berkeley Fire Department recommends that people leave the hills during Extreme Fire Weather. While the ignition risk is highest in the Berkeley Hills, a wind-driven fire under Extreme Fire Weather can blow through the Berkeley flats, all the way to the Bay.

## Extreme Heat

In Berkeley, an extreme heat day is a day above 88.3 degrees Fahrenheit (F). Climate models from the Cal-Adapt tool<sup>3</sup> from the California Energy Commission predict the average number of extreme heat days (above 88.3 degrees F) in Berkeley to continually increase by the end of the century. The specific number of extreme heat days expected in Berkeley depends on the level of greenhouse gases (GHGs) emitted from human activities into the atmosphere.

Extreme heat is a major public health concern with most impacts being on human health, especially on marginalized populations. Public health impacts associated with extreme heat events include premature death, cardiovascular stress and failure, and heat-related illnesses such as heat stroke, heat exhaustion, and kidney stones.<sup>4</sup> Studies have also found links between rising temperatures and a range of mental health issues including mental fatigue, aggression, and even higher rates of suicide.<sup>5</sup>

Berkeley has regularly experienced extreme heat events since 2017, which have included impacts such as heat-related deaths, power outages, and poor air quality.

## Poor Air Quality

Poor air quality is a growing concern in Berkeley and in California. According to the California Air Resources Board, 90% of Californians breathe unhealthy levels of outdoor air during some parts of the year. Poor air quality can irritate the eyes, nose, and throat, cause shortness of breath, aggravate asthma and other respiratory conditions, and affect the heart and cardiovascular system.

Poor air quality can last for a few hours or a few weeks, depending on its source. It can also be a chronic issue, for example in places near industry or highways. Southerland et al., published a study in 2021<sup>6</sup> on the harmful impacts of pollution in the Bay Area. According to these estimates, more than 2,500 people die and 5,200 children develop asthma every year due to traffic-related air pollution exposure in the Bay Area.

Everyone in Berkeley can be impacted by poor air quality – some neighborhoods experience moderate or unhealthy air quality on a regular basis due to proximity to various sources of pollutants like highways and industry, and there have also been several extreme examples of poor air quality that impacted the entire City due to nearby wildfires. The air quality can also change quickly due to weather conditions, such as rain or wind.

## High Wind

The National Weather Service (NWS) defines “high winds” as: sustained wind speeds of 40 miles per hour (mph) or greater lasting for one hour or longer, or wind gusts of 58 mph or greater for any duration.

In Berkeley, high wind events are typically associated with the seasons. In the winter, high winds come with weather systems and cold fronts, generally between November through March. In the summer, temperature and pressure differences between the Pacific Ocean and the interior valleys to Berkeley’s east create stronger afternoon and evening winds coming from the west.

Primarily in the fall, dry offshore foehn winds, known as the “Diablo Winds,” occur. Diablo Winds are associated with fire weather. Using data collected by observational instruments placed at the Lawrence Berkeley National Lab, we identified several days with sustained winds exceeding 25 miles per hour in Berkeley.

As temperatures increase worldwide due to climate change, changes in rising sea levels, humidity, and storminess are unavoidable as the physical processes are all interlinked. Given the prevalence of previous high-wind events, it is expected that each year will bring more.

High winds are dangerous to people, structures, and systems.



## Rainfall-Triggered Landslide

Berkeley has a number of deep-seated landslides in the hills that continuously move, with the rate of movement affected by rainfall and groundwater conditions. Significant localized areas of the Berkeley hills face risk from landslide, and a major slide could endanger lives and impact scores of properties, utilities and infrastructure.

## Tsunami

Tsunamis, though rare inside the San Francisco Bay, can occur from large offshore subduction style earthquakes around the Pacific Rim. Small, local tsunamis can also result from offshore strike-slip faults such as parts of the San Andreas Fault of the Peninsula and the Hayward Fault through San Pablo Bay. The March 2011 Japan earthquake generated a devastating tsunami, which reached the Bay Area and caused minor damage to docks and floats in the Berkeley Marina. A larger tsunami could impact much more of Berkeley's western shores. Berkeley's maritime community, which would be greatly impacted, includes low income individuals and households. Buildings, infrastructure, and roadways could be damaged, and debris and hazardous materials could cause post-tsunami fires. Deaths are possible if individuals choose not to evacuate hazardous areas, do not understand tsunami warnings, or are unable to evacuate.

## Floods

In Berkeley, three types of flooding typically occur: coastal flooding, creek flooding, and storm drain overflow. Creek flooding in Berkeley has the potential to affect an estimated 675 structures, mainly in the western, industrial area of the city. It is unlikely that floodwaters will reach higher than three feet, but damages to homes, businesses, and their contents could total over \$201 million. Storm drain overflow creates localized flooding in many known intersections in Berkeley. With few properties covered by flood insurance, these costs would be borne primarily by Berkeley residents and businesses.

## Sea Level Rise

Warmer temperatures associated with climate change are causing global sea levels to rise. Recent scientific studies have begun to evaluate the impact of the shallow groundwater rising in low-lying coastal areas (like Berkeley) combined with sea level rise. According to the San Francisco Estuary Institute and the Pathways Climate Institute<sup>7</sup>, as sea levels rise in San Francisco Bay, shallow groundwater underneath low-lying coastal communities will also rise. Sea level rise and rising groundwater can damage buildings, transportation infrastructure, sewer and water systems, natural resources and ecosystems. Sea level rise will have disproportionate impacts on disadvantaged communities in Berkeley. The areas most likely to experience flooding with increased sea level rise are in West Berkeley, which has a higher percentage of communities of color and low-income communities.

## Utility Interruption

Utility interruption is any loss of a public service including electrical service, telecommunications, wastewater and potable water, and natural gas.

Berkeley residents, visitors, businesses, institutions, and other partners rely on utilities for day-to-day life. Loss of utilities for prolonged period is particularly devastating for people with disabilities, people with access and functional needs, and people with low incomes that may not be able to purchase supplies and or relocate.

Utility interruption can be planned and include a warning, such as with PG&E Public Safety Power Shutoffs that proactively turn off electricity to mitigate wildfire risk, or come a secondary impact of the other natural hazards included in this plan. Utility interruption can also occur without a preceding natural hazard, for example maintenance and repair or accidental damage. The extent and severity of utility interruption depends on many factors, including cause, location, duration, and time of year. The probability of utility interruption is high, given the number of systems, aging infrastructure, and the variety of possible natural hazards.

## Hazardous Materials Release

The City has identified fifteen facilities in Berkeley with sufficiently large quantities of toxic chemicals to pose a high risk to the community. Hazardous materials also travel through Berkeley by truck and rail. Natural hazards identified in the plan could trigger the release of hazardous materials. Over the last 25 years, Berkeley has seen a more than 90 percent reduction in the number of facilities with extremely hazardous materials. The City carefully tracks hazardous materials within its borders, and works closely with companies using large amounts of potentially dangerous materials.

## Infectious Disease

Infectious diseases are illnesses caused by germs, such as bacteria, viruses, and fungi. They enter the body, multiply and cause an infection. Some infectious diseases are contagious, meaning they can spread from one person to another. The State of California has a list of over 95 communicable diseases that must be reported by healthcare providers or laboratories to local public health officials. All people in Berkeley are susceptible to infectious diseases. The populations at the highest risk for infectious diseases are the very young, the elderly, or individuals who are immunocompromised. Additionally, higher-poverty neighborhoods of color are at greater risk due to the effects of health and social inequalities.

Infectious diseases vary in their impact and severity. Recent outbreaks since 2019 include the COVID-19 pandemic and clusters of monkeypox virus. In most infectious disease outbreaks, the impact is limited, with the majority of illnesses treatable and the likelihood of fatalities low. Large-scale outbreaks like COVID-19 kill millions of people, completely alter daily life and social activities, threaten businesses and the global economy, and strain existing health care facilities.

## **Access and Functional Needs**

This plan recognizes that many individuals that are still disproportionately vulnerable during disasters. People with access and functional needs are defined as community members who may have additional needs before, during and after an incident in functional areas, including but not limited to: maintaining independence, communication, transportation, supervision, and medical care. Individuals in need of additional response assistance may include those who have disabilities, live in institutionalized settings, are elderly, are children, are from diverse cultures, have limited English proficiency, or are non-English speaking, or are transportation disadvantaged. An individual with a disability is defined by the ADA as a person who had a physical or mental impairment that substantially limits one or more major life activities, a person who has a history or record of such an impairment, or a person who is perceived by others as having such an impairment. The ADA does not specifically name all of the impairments that are covered.

## **Underserved Communities and Marginalized Populations**

Disasters also disproportionately impact underserved communities and marginalized populations. For example, people of color and people with low incomes have been historically denied access to housing and resources, increasing their vulnerability to these shocks. The Mitigation Strategy in the 2024 LHMP identifies if or how each Action benefits underserved communities and socially vulnerable populations. The strategy prioritizes those actions that provide benefits to underserved communities and marginalized populations. Further, the 2024 LHMP includes a list of mitigation actions for individuals and households that are designed to be approachable and accessible to people in varying circumstances and with varying resources to draw from.

## **Summary of Changes to the Risk Assessment**

The 2024 LHMP contains numerous updates to facts, figures, and descriptions. The City has incorporated the newest-available hazard data and incorporated new hazards into the Plan. The City and its partners have provided additional descriptions, details, and definitions to explain the science of these hazards and their potential impacts.

Within the previous events section for each hazard, the City has added information about any instances of the hazard affecting Berkeley since 2019. Throughout the plan, the City has updated financial loss estimates for inflation.

In some hazard sections, Risk and Loss Estimates include analysis from the Government Finance Officers Association (GFOA). GFOA is a nonprofit association of more than 23,000 state and local government finance professionals and elected officials from across North America. The City of Berkeley has been assessing the potential impacts of extreme events, like natural disasters, on the City government's financial condition, particularly its reserve levels for the General Fund. The City engaged the GFOA to produce a recommendation to help it decide the appropriate reserve level for the general fund, given the risks from extreme events. A key part of GFOA's mission is to promote best practices in public finance, including reserve policies. The analysis by GFOA also shed light on the potential broader economic losses to the community from the risks posed by extreme events.

## **Hazards Described in the 2024 Plan**

For the first time, the plan identifies poor air quality, high wind, sea level rise, utility interruption, and infectious disease as hazards of concern. Significant changes and updates to the analysis of each hazard are described below:

### **Earthquake (Section B.2)**

- The Earthquake section has been pared down to improve readability.
- The descriptions of vulnerable building types have been updated and now include photos.
- The map of potentially vulnerable buildings in Berkeley has been updated.

### **Wildland-Urban Interface Fire (Section B.3)**

- This section has been updated to include the following:
  - Information about the Berkeley Overnight Camps and their fire risk.
  - Information about the 2017 Grizzly Fire.
  - A detailed description of fire weather, outlining Red Flag and Extreme Fire Weather days.
  - New data and narrative about wildfire risk in Berkeley from the National Institutes of Standards and Technology and East Bay Regional Parks.
- This section has been updated to include the following new maps that better contextualize the wildfire risk in Berkeley:
  - Fire Hazard Severity Zones in State Responsibility Area from Cal Fire
  - City of Berkeley Fire Zones 1, 2, and 3
  - Wildfire Hazard Map for Fire Prevention Planning which classifies the hazard from lowest to highest
  - Density of Structures in Berkeley Fire Zones 2 and 3
  - Wildfire Risk to Structures Map which combines the hazard classification with structure density to show the areas of higher wildfire risk to structures
  - Distance Between Structures in Berkeley Fire Zones 2 and 3
  - An updated map of the 1923 fire boundary

### **Extreme Heat Events (Section B.4)**

- This section has been updated to include the following:
  - Information and a map showing thermal belting, the phenomenon where the Berkeley hills has higher temperatures than the rest of the city.
  - Graphics about forecasting heat risk.
  - Extreme heat events since 2019 in Berkeley.
  - Data and a map of excess emergency room visits on extreme heat days by zip code have been included demonstrating higher rates for people in central, south, and west Berkeley.
  - A map of cooling center locations in Berkeley.
  - New data for potential impacts and losses from a study of the 2006 heat wave in California showing the excess statewide healthcare costs and premature deaths.

### **Poor Air Quality (Section B.5)**

- Poor air quality events are a newly-introduced hazard of concern for the 2024 LHMP.
- The poor air quality section describes the factors that contribute to poor air quality, how it is measured, and how it can concentrate in the Berkeley hills due to marine layer inversion. It also describes the chronic poor air quality issues from industry and transportation infrastructure in west and south Berkeley.

### **High Wind (Section B.6)**

- High wind events are a newly introduced hazards of concern for the 2024 LHMP.
- The high wind section describes what constitutes high wind and the seasonality of wind events in Berkeley. High wind events are very closely connected to fire weather. However, high wind in any season can damage trees, infrastructure, and utilities.

### **Rainfall-Triggered Landslide (Section B.7)**

- This section has been updated to include the following:
  - Landslide occurrences in Berkeley since 2019.
  - New maps of Berkeley using data from the California Landslide Inventory and Landslide Susceptibility Classes from the California Department of Conservation.

### **Tsunami (Section B.8)**

- This section has been updated to include the following:
  - A new map of the Tsunami Inundation Zone, which was updated to reflect new science and feedback from local jurisdictions.
  - Updated maps of the Berkeley Tsunami Evacuation Phases from the Tsunami Evacuation Playbooks. These Playbooks, developed by the California Geological Survey, California Governor's Office of Emergency Services, and the National Ocean and Atmospheric Administration (NOAA), reflect more refined and detailed planning, in which forecasted tsunami amplitudes, storm surge, and tidal information can help guide which areas might be inundated in different scenarios, depending on the extent of the event. This analysis uses helps NOAA to better predict inundation areas during actual tsunami events. Local emergency managers can use this information to better target evacuation areas during actual tsunami events.
  - Information about the 2023 tsunami advisory for Berkeley as a result of the underwater volcano eruption near Tonga.
  - New data and maps that show the probability of a tsunami occurring in Berkeley, expressed in 100-year, 200-year, 475-year, and 975-year return periods.
  - New data about the people and structures that might be impacted by a tsunami in Berkeley.

### **Sea Level Rise (Section B.9)**

- Sea level rise is a newly introduced hazard of concern for the 2024 LHMP. It was listed in the 2019 LHMP as a related impact of climate change in that section, but did not have its own section.
- The section provides analysis of amounts of sea level rise anticipated under different projected carbon emissions scenarios, as well as maps of expected levels of inundation

from 2-ft, 4-ft, and 5.5-ft sea level rise scenarios using the Adapting to Rising Tides Bay Shoreline Flood Explorer.

- New studies about shallow groundwater rising and related maps are included.

#### **Floods (Section B.10)**

- This section has been updated to include the following:
  - Newly-revised flood exposure map for Berkeley using data from the FEMA National Flood Insurance Program.
  - A map of Community Calls for Service to report storm drain back up during the January 2023 winter storms.
  - Information about the most recent flooding in December 2022 and January 2023, which resulted in a Federal Major Disaster Declaration for Alameda County.

#### **Utility Interruption (Section B.11)**

- Utility interruption is a newly introduced hazard of concern for the 2024 LHMP. It was listed as secondary impact of several of the other hazards of concern in the 2019 LHMP. However, utility interruption can occur without a preceding hazard and can cause severe impacts, resulting in it receiving its own section in the 2024 update.
- This section describes the utility systems, who manages them, and what the impacts of interruptions (planned or not) can have on people and infrastructure.

#### **Hazardous Materials Release (Section B.12)**

- The Hazardous Materials Release section contains updated figures on the number of sites with hazardous materials in Berkeley.

#### **Infectious Disease (Section B.13)**

- Infectious disease is a newly introduced hazard of concern for the 2024 LHMP.
- This section describes infectious diseases, recent occurrences of outbreaks like the COVID-19 pandemic, and the potential impacts on people, daily life, and healthcare infrastructure.

## Element C: Mitigation Strategy

Through many years of diligent effort by City government and the community, Berkeley has developed many innovative initiatives to increase our disaster resilience. The authorities, policies, programs and resources that Berkeley will use to support execution of the 2024 LHMP Mitigation strategy include:

- The City has strengthened its ability to serve the community during and after disasters by seismically upgrading or replacing buildings that house critical City functions. In 2022, work was completed on the North Berkeley Senior Center. In 2021, work was completed on the Live Oak Community Center.
- The City has worked diligently to enhance public safety and reduce physical threats from earthquakes by requiring owners of soft story and unreinforced masonry buildings to retrofit their structures.
  - Berkeley was the first city in the nation to inventory the community's soft-story buildings. As of July 2023, 277 buildings have completed their retrofit, 26 still need to be retrofitted, and 61 buildings were removed from the list.
- The City offers a comprehensive suite of programs to encourage the community to strengthen buildings to be more hazard-resistant.
  - In early 2017, the Building and Safety Division developed a new Retrofit Grants program with funding from a Hazard Mitigation Grant from the Federal Emergency Management Agency (FEMA) and the California Governor's Office of Emergency Services (Cal OES). As of August 2023, 63 design grants and 75 construction grants have been disbursed.
  - Since July 2002, the City has distributed over \$12 million to homeowners through the Transfer Tax Rebate Program, which reduces the real estate transfer tax to building owners who perform seismic safety work.
  - The City participates in the Earthquake Brace + Bolt (EBB) program, a grant program administered by the California Earthquake Authority, providing grants of up to \$3,000 for seismic retrofits of owner-occupied residential buildings with 1-4 dwelling units.
- The City, working together with key partners, is using a comprehensive strategy to aggressively mitigate Berkeley's wildland-urban interface (WUI) fire hazard. These approaches include:
  - Prevention through development regulations with strict building and fire code provisions, as well as more restrictive local amendments for new and renovated construction;
  - Enforcement programs including annual inspections with support from the YouthWorks internship program;
  - Providing home hardening and defensible space materials and instructions to low income residents in targeted high risk areas;
  - Natural resource protection through vegetation management programs;
  - Improvement of access and egress routes;
  - Coordinating regional wildfire mitigation strategies with key partners and stakeholders;



- Infrastructure maintenance and improvements to support first responders' efforts to reduce facilitate emergency evacuation and fire spread.
- The City is embarking on an update to the General Plan, including a new Environmental Justice and Safety Element. These processes and documents will build off the 2024 LHMP and Planning Process.
- The City's Office of Emergency Services encourages community readiness and participation in hazard mitigation strategies. Through the 2024 LHMP Planning Process, the City created new videos, guides, and outreach materials intended to support community members in understanding their risks and what actions they can take to reduce risks.

These programs, and many others, place Berkeley as a leader in disaster management. Long-term maintenance and improvements to these programs will support execution of the 2024 LHMP Mitigation strategy, and will help to protect the Berkeley community in our next disaster.

### ***Disaster Mitigation Goals***

Berkeley will focus on five goals to reduce and avoid long-term vulnerabilities to the hazards identified in *Element B: Risk Assessment*:

- A. Reduce the potential for loss of life, injury, and economic damage to Berkeley residents and businesses from earthquakes, wildfires, landslides, floods, tsunamis, climate change, extreme heat, poor air quality, infectious disease, sea level rise, wind, utility disruption and their secondary impacts.
- B. Increase City government's ability to serve the community during and after hazardous events by mitigating risk to key City functions.
- C. Protect and enhance quality of life in Berkeley.
- D. Connect with residents, community-based organizations, institutions, businesses, and essential lifeline systems in order to increase mitigation actions and disaster resilience in the community.
- E. Co-create mitigation plans, policies, and programs with Berkeley's underserved communities, elevating the voices of these community members and prioritizing their needs to prepare for and adapt to climate change and natural hazards.

### ***Overview of Actions***

This plan identifies and analyzes 33 mitigation actions to reduce the impacts from hazards described in *Element B: Risk Assessment*. This suite of actions addresses every natural hazard posing a threat to Berkeley, with an emphasis on new and existing buildings and infrastructure.

Tables 2, 3, and 4 below summarize all of the actions. The tables group actions by their priority level (see *Element C.5* for details on prioritization of actions), and identify the hazard(s) and each action addresses.



**Table 2. High-Priority Actions in mitigation strategy**

| <b>Action</b>                                                                                                                                            | <b>Hazards</b>                                            |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|
| Continue appropriate seismic and fire safety analysis based on current and future use for all City-owned facilities and structures.                      | Multi-hazard                                              |
| Strengthen or replace City buildings in the identified prioritized order as funding is available.                                                        | Multi-hazard                                              |
| Reduce hazard vulnerabilities for non-City-owned buildings throughout Berkeley.                                                                          | Multi-hazard                                              |
| Implementation of the Retrofit Grants Program which helps Berkeley building owners increase safety and mitigate the risk of damage caused by earthquakes | Earthquake                                                |
| Continued Implementation of the Soft Story Retrofit Program, which mandates seismic retrofit of soft story buildings with 5+ residential units.          | Earthquake                                                |
| Complete the ongoing program to retrofit all remaining non-complying Unreinforced Masonry (URM) buildings.                                               | Earthquake                                                |
| Monitor passage and implementation of mandatory seismic retrofit ordinances for concrete buildings in other jurisdictions to assess best practices.      | Earthquake                                                |
| Reduce fire risk in existing development through fire code updates and enforcement.                                                                      | Wildland-Urban Interface Fire                             |
| Reduce fire risk in existing development through vegetation management.                                                                                  | Wildland-Urban Interface Fire                             |
| Manage and promote pedestrian evacuation routes in Fire Zones 2 and 3.                                                                                   | Earthquake<br>Wildland-Urban Interface Fire               |
| Improve responder access and community evacuation in Fire Zones 2 and 3 through roadway maintenance and appropriate parking restrictions.                | Earthquake<br>Wildland-Urban Interface Fire               |
| Research, identify, and implement infrastructure improvements to facilitate emergency evacuation.                                                        | Wildland-Urban Interface Fire<br>Tsunami                  |
| Reduce fire risk through utility undergrounding.                                                                                                         | Earthquake<br>Wildland-Urban Interface Fire<br>High Winds |

| <b>Action</b>                                                                                                                                                                                               | <b>Hazards</b>                                 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|
| Work with EBMUD to ensure an adequate water supply during emergencies and disaster recovery.                                                                                                                | Earthquake<br>Wildland-Urban<br>Interface Fire |
| Reduce Berkeley's vulnerability to extreme heat events and associated hazards.                                                                                                                              | Extreme Heat<br>Poor Air Quality               |
| Mitigate hazards associated with natural gas usage, including disaster damage and energy service disruption, by minimizing need for energy use and moving toward use of electricity in lieu of natural gas. | Multi-hazard                                   |
| Mitigate hazardous materials release in Berkeley through inspection and enforcement programs.                                                                                                               | Multi-hazard                                   |
| Maintain City participation in the National Flood Insurance Program.                                                                                                                                        | Floods                                         |
| Maintain City programs and projects to mitigate the impacts of infectious diseases in Berkeley.                                                                                                             | Infectious Disease                             |
| Collect, analyze and share information with the Berkeley community about Berkeley hazards and associated risk reduction techniques.                                                                         | Multi-hazard                                   |
| Coordinate with and encourage mitigation actions of key City partners.                                                                                                                                      | Multi-hazard                                   |
| Coordinate regional wildfire mitigation strategies with key partners and stakeholders                                                                                                                       | Wildland-Urban<br>Interface Fire               |
| Advance equitable community resilience, with a focus on disadvantaged communities.                                                                                                                          | Multi-hazard                                   |

**Table 3.** *Medium-Priority Actions in mitigation strategy*

| <b>Action</b>                                                                                                                                                                            | <b>Hazards</b>                   |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|
| Mitigate wildfire risk to Berkeley's overnight camps.                                                                                                                                    | Wildland-Urban Interface Fire    |
| Reduce Berkeley's vulnerability to severe storms and associated hazards through proactive research and planning, zoning regulations, and improvements to stormwater drainage facilities. | Landslide<br>Floods              |
| Reduce Berkeley's vulnerability to extreme heat events and associated hazards.                                                                                                           | Extreme Heat<br>Poor Air Quality |
| Implement energy assurance strategies at critical City facilities.                                                                                                                       | Multi-hazard                     |
| Implement existing City programs, plans, and projects designed to reduce emissions that contribute to poor air quality.                                                                  | Poor Air Quality<br>Extreme Heat |
| Mitigate the impacts of sea level rise in Berkeley.                                                                                                                                      | Sea Level Rise<br>Flood          |

**Table 4.** *Low-Priority Actions in mitigation strategy*

| <b>Action</b>                                                                                                                     | <b>Hazards</b> |
|-----------------------------------------------------------------------------------------------------------------------------------|----------------|
| Mitigate climate change impacts by integrating climate change research and adaptation planning into City operations and services. | Multi-hazard   |
| Collaborate with partners to increase the security of Berkeley's water supply from climate change impacts.                        | Multi-hazard   |
| Mitigate Berkeley's tsunami hazard.                                                                                               | Tsunami        |
| Give priority to project applications that would rebuild to current standards following disasters.                                | Multi-hazard   |

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  - 6 Southerland, et al., 2021. “Assessing the Distribution of Air Pollution Risks within Cities: A Neighborhood-Scale Analysis Leveraging High-Resolution Data Sets in the Bay Area, California.” Environmental Health Perspectives, Volume 129, Issue 3. doi: 10.1289/EHP7679
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**INFORMATION REPORTS**

July 11, 2024

To: Board of Library Trustees  
From: Tess Mayer, Director of Library Services  
Subject: Director's Report

**Vacancies:**

| <u>Position Title</u>                  | <u>Location</u> | <u>FTE</u> | <u>Status</u>                                |
|----------------------------------------|-----------------|------------|----------------------------------------------|
| Communication Specialist (new)         | Administration  | 1          | Pending recruitment                          |
| Senior Librarian                       | Central         |            |                                              |
| Library Aide                           | Support         | 1          | Interviews                                   |
| Central Library Circulation Supervisor | Circulation     | 3          | Pending interviews                           |
| Library Aide                           | Circulation     | 1          | Closes July 5                                |
| Library Aide                           | Claremont       | 0.75       | Pending interviews                           |
| Library Assistant                      | Collections     | 0.75       | Supervisor initiated position change request |
| Supervising Librarian (new)            | Tool Library    | 1          | Pending requisition                          |
| Library Aide                           | West            | 1.5        | Supervisor initiated position change request |

The Library currently has 12 vacant positions out of 148, with three positions being added over the course of last/current fiscal year and another three being approved by BOLT as of May 1: Supervising Librarian, Tool Library, Communications Program Manager, and Central Library Circulation Supervisor (conversion from Supervising Library Assistant position).

**American Library Association Conference**

Eight Library staff were selected to attend the annual American Library Association conference, taking place from June 27 through July 2, in San Diego, CA. The criteria for selection include staff who are first-time attendees, on committees meeting at the conference, presenting at the conference, those who present reasons to attend applicable to professional development. Staff represented multiple divisions including Children's Services, Claremont Branch, Tarea Hall Pittman South Branch, Circulation, West Branch, and Human Resources. This was the first time in recent years that BPL has had representation in the recruitment space to share information about potential employment opportunities at BPL. Thank you, HR Analyst Francesca Neveu Gibson, for representing the Library this way. Programs were diverse and explored public programming, technology, outreach, leadership, books and authors, and more.

The conference featured keynotes from Trevor Noah, Aneka Noni Rose, Ali Velshi and Taraji P. Henson. Staff are asked to share a little bit about their experience either in a written summary or during a staff meeting.

### **Juneteenth Event – Central Library**

Thank you and congratulations to Library Specialist Chinyere K. for coordinating and hosting the Central Library's first ever Juneteenth program on June 15. She organized activities that took place throughout the day and in multiple spaces in the building, including line dancing, face painting, a craft by MOCHA, a youth band, Prospect, a photobooth, Black vendors and a historical poster and video display including information about the beginning of Berkeley Juneteenth. Staff from multiple branches and divisions supported the event and lent their support.

### **Juneteenth Outreach**

Central Support coordinated the Library's presence at the annual Berkeley Juneteenth event. They led a group of four staff (Sam C., Pedro P., Joy M., and Micaela C.) at this year's community Juneteenth celebration. Staff offered free books, provided book talks and recommendations, and offered a slime activity for kids. The team engaged in at least 250 community member interactions. This outreach event continues to be popular with the community who receive free youth and teen books on the topics of Juneteenth, African American history, culture, and stories.



### **RJAG All Staff Read**

The Racial Justice Advisory Group has initiated a new cycle of their All Staff Read—this time the book is *On the Rooftop*, by Margaret Wilkerson Sexton. This is the first novel that has been selected, about a mother and her three daughters – a musical family—which takes place in 1950s San Francisco. Thank you to the Friends of the Berkeley Public Library for providing the books! Staff are invited to join discussion groups on July 18, August 15, and August 20. An author talk is being planned for the fall.

### **New Language Exchange Program**

West Branch staff is offering an exciting new program that the community will appreciate-- a language exchange that facilitates people being paired with someone who speaks the language they are learning. The participants would also have the opportunity to take turns and then practice both languages. Participants are encouraged to sign up to be informed when the program officially starts. Thank you to Library Specialist Jenny W. for facilitating this.

### **Lunch at the Library**

A core group of staff have ushered in a new season of Lunch at the Library: Catherine, Elaine, Armin, Jose, Jacob, and Ashlyn, with various other staff helping. Thanks to Francesca, Naomi, and Morgan from administration for helping out this month. The program began on June 11 and runs Tuesday through Friday. Meals are provided from BUSD, like last year. Staff schedule programs to take place alongside the meal, and this has included the MOCHA art program on Tuesdays, AAVECafe on Thursdays, and other programs on other days, including two Café Ohlone programs and programs run with teen volunteers. Staff have innovated by offering meals in the Teen Room now, so that teens can feel comfortable in their own space.

### **CONTACT PERSON**

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