



## MEMORANDUM

**TO:** Mayor and City Council  
**FROM:** Karen Pinkos, City Manager  
**DATE:** January 25, 2019  
**SUBJECT:** City Manager's Update

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It was so wonderful to see the community come together at the 30<sup>th</sup> anniversary of our annual MLK Day Parade and Rally. Thank you to the City Council for your participation and support of this great event every year, and a special shout out to the Human Relations Commission, our Police, Fire, and Public Works Departments, Kristen Cunningham, Maya Williams, and of course our HRC "Commissioner Emeritus" Pat Durham, for all their hard work to make this event a tremendous success.

I was also pleased to spend time with Mayor Pardue-Okimoto and Councilmembers Fadelli and Quinto at the New Mayors and Councilmembers Academy at the League of California Cities in Sacramento last week. It was a great learning experience and opportunity to network with other city officials from all over the state. El Cerrito's presence at the League, including on Policy Committees, is strong and gives us the ability to better navigate the complex world of legislation at the state level that has impacts on our City.

For your information, next week I will be attending a training with Police Chief Paul Keith in San Luis Obispo on Monday, January 28 through Tuesday, January 29. The course, "Partnering for the Success of Your City: A Course for Police Chiefs and City Managers", focuses on the relationship between Chiefs and Managers as a critical element of successful local government. I will be back in the office on Wednesday, January 30. As always, I am available by phone, text, or email.

I'll see you, and many of our neighbors, at the Recreation Department Crab Feed on Saturday, January 26!

Best,

*Karen Pinkos*

## **CITY MANAGEMENT**

### **New Staff Welcome**

The City Manager's office is happy to announce two new staff to the Department. Holly M. Charléty ([CityClerk@ci.el-cerrito.ca.us](mailto:CityClerk@ci.el-cerrito.ca.us)) was hired to the position of City Clerk and Alexandra Orologas ([CityManager@ci.el-cerrito.ca.us](mailto:CityManager@ci.el-cerrito.ca.us)) was hired to the position of Assistant City Manager. Both new employees started this month. Please join us in welcoming them to the city.

### **Commission, Committee, and Board Vacancies**

The City of El Cerrito is seeking applicants interested in serving on its commissions, committees, and boards. Members of these bodies provide an invaluable service to the City Council and to the community. A list of current vacancies, and the application to serve can be downloaded from the City's website at [www.el-cerrito.org/commissions](http://www.el-cerrito.org/commissions). Applications can be submitted via e-mail to [CityClerk@ci.el-cerrito.ca.us](mailto:CityClerk@ci.el-cerrito.ca.us).

## **FIRE**

### **Structure Fire on Terrace Drive**

On January 11, the Fire Department responded to a structure fire on the 8600 block of Terrace Drive. The crews arrived to find a working fire in the garage of a two-story residence. The fire was quickly contained and did not extend into the house. Three units from El Cerrito responded as well as mutual aid from Berkeley and Richmond. Upon investigating the cause of the fire, crews located the charger and remains of electric bicycle batteries at the origin. The house occupants confirmed that they had the batteries plugged in at the time of the fire. This is the second fire in 6 months related to charging batteries for electric bicycles.

### **Hillside Natural Area**

For the past few weeks, fire crews have been burning piles of brush in the Hillside Natural Area near Memorial Grove as well as above the recycling center. These are piles that were made last year by the landscape crews as well as the CAL FIRE crews that have been doing work for us. Next week we again expect to have the hand crews back in the parks doing more clearing and preventative work.

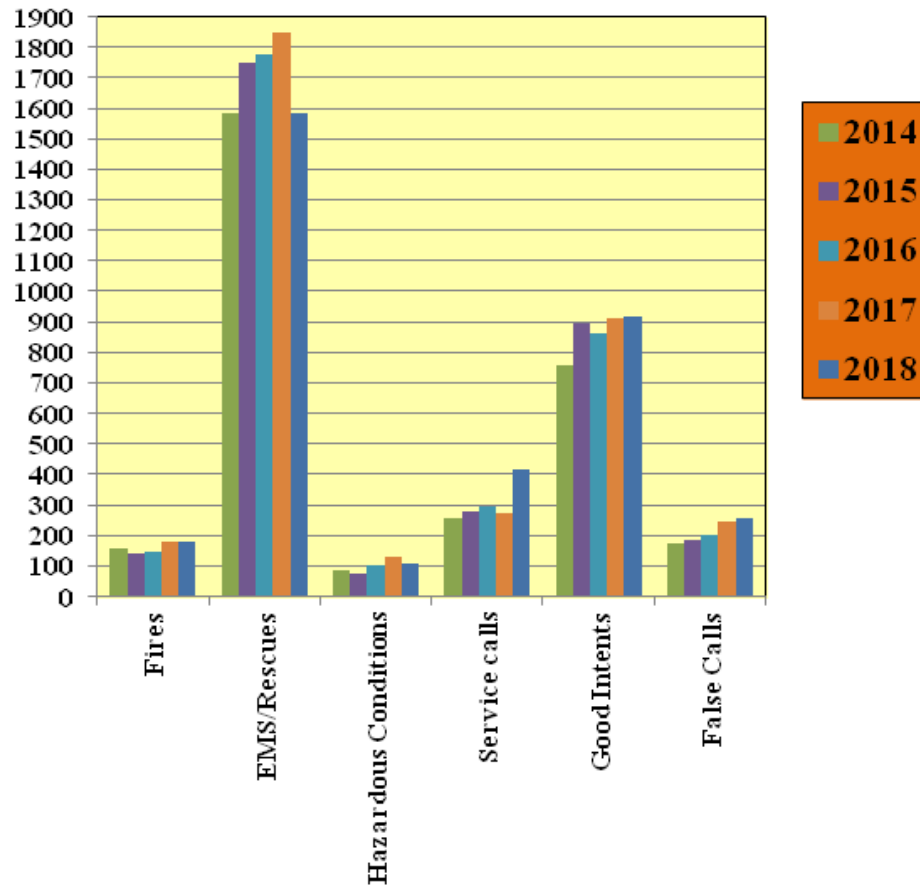
### **2018 Emergency Response Overview**

The information provided in this overview is intended provide 1) an understanding of the Fire Department's calls for services in the past year and 2) a comparison for the past 5 years. The El Cerrito Fire Department responds to a wide variety of calls for service as follows:

- **Fire** – Structure Fires, Vehicle Fires, Wildland Fires, Explosions
- **Medical** – Rescues, Vehicle Accidents

CITY MANAGER'S UPDATE (CONT'D)

- **Hazardous Condition** – Spills, Electrical Problems, Toxic Conditions
- **Service Calls** – Person in Distress, Lock Outs, Water Problems
- **Good Intent** – Cancelled Calls, Wrong Locations, No Hazard Found
- **False Calls** – False Alarms, System Malfunctions, Malicious False Alarms



The Fire Department responds to an average of 3,350 calls for service per year; the following is a list of total responses for the past five years:

Year	Number of Responses
2018	3452
2017	3585
2016	3378
2015	3326
2014	3,018

## CITY MANAGER'S UPDATE (CONT'D)

The Fire Department's total responses decreased 133 calls for service in 2018 from 2017. The major cause for this change is that 2018 was the first full year of Contra Costa County Regional Fire Communication Center (Con Fire) dispatched for Fire Department. As a dedicated fire communication center, Con Fire triages all medical calls. Many incidents that the Fire Department would have responded to are considered non-emergency and ambulance-only responses. Although the medical emergencies decreased by 267 calls, the requests for public services increased by 144 calls, again due to medical triage services.

Even with this decrease, the trend in Fire Department responses has increased 13% over the last 5 years and will continue to grow as more residential units are built. These service impacts will need to be discussed in the future.

The following lists the financial costs due to fire for the City of El Cerrito from 2014 thru 2018:

<b>Year</b>	<b>Costs</b>
2018	\$407,085
2017	\$204,650
2016	\$323,835
2015	\$112,715
2014	\$196,725

Costs due to fire during 2014 to 2018 averaged \$249,002 per year. This increase is primarily due to the commercial fire at Barbara's Fashions a few months ago. However, the costs averages remain low compared to cities with similar demographics. The total value of the properties that experienced fire damages in 2018 exceeded \$33 million.

In summary, we suspect that requests for services will continue to increase over the next calendar year.

### **INFORMATION TECHNOLOGY**

#### **SB272 Compliance**

Existing law requires state and local agencies to make their records available for public inspection, unless an exemption from disclosure applies. The act declares that access to information concerning the conduct of the people's business is a fundamental and necessary right of every person in this state. The City of El Cerrito is now compliant with SB272 – The California Public Records Act: local agencies: inventory. A catalog of enterprise systems has been posted to our website for public access. [www.el-cerrito.org/1208/Records](http://www.el-cerrito.org/1208/Records)

## **POLICE**

### **Holiday Season Update**

The El Cerrito Police Department focused on Driving under the Influence (DUI) enforcement as the holiday season approached. In the months of November and December, El Cerrito officers made 22 DUI related arrests. Officers, Community Service Officers and Cadets also did public outreach on auto burglary prevention at El Cerrito Plaza by designing and handing out flyers. The flyers included safety tips for securing valuables while shopping.

### **Training and Personnel**

During the month of December, El Cerrito Police Department staff attended 15 different training sessions. These classes included K9 training, SWAT training, Peer Support training and firearm/rifle training. ECPD also welcomed a new Part-Time Community Service Officer, Syed Shah.

### **Community Police Academy**

The class offers courses in crime scene response, patrol procedures, use of force, canine operations and many other police-related topics. The next Community Police Academy will begin in February 2019. [el-cerrito.org/CommunityAcademy](http://el-cerrito.org/CommunityAcademy)

## **RECREATION**

### **2019 Summer Camp rECguide**

The Recreation Department's activity brochure (the rECguide) is now online, [www.el-cerrito.org/recreation](http://www.el-cerrito.org/recreation) and should be arriving in your mail box by the end of January. This coming summer boasts 70+ unique day camp options for all ages and interests. Summer Camp registration begins at the rECexpo Summer Camp Fair on Saturday, February 9, 2019 from 9am to 12pm (see events section for more information). Online registration begins on Sunday, February 10<sup>th</sup> at 8am and in office registration begins on Monday, February 11<sup>th</sup>.

### **President's Week Break Camp**

Grades TK-6, Tuesday – Friday, February 19-22

Harding Clubhouse grades K-2, Fairmont Clubhouse grades 3-6

This camp features a fabulous array of activities, healthy physical endeavors, and lovely art projects. Fairmont campers will go on a local field trip, while Harding campers will have a guest visitor. Registration is now open and available online.

### **Subscribe & Follow**

For up to date information on all the happenings brought to you by the El Cerrito Recreation Department, please subscribe to our email newsletter **rECnews** at [www.el-cerrito.org/recreation](http://www.el-cerrito.org/recreation).

## CITY MANAGER'S UPDATE (CONT'D)

Follow us:

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### **UPCOMING EVENTS:**

#### **January 26 (Saturday) - Crab Feed, 5 p.m.**

Location: El Cerrito Community Center

Contact: [recreation@ci.el-cerrito.ca.us](mailto:recreation@ci.el-cerrito.ca.us), 559-7000, [el-cerrito.org/recreation](http://el-cerrito.org/recreation)

Join your friends and family to enjoy generous servings of fresh crab along with salad bread, pasta & dessert. Proceeds benefit the David Hunter Memorial Scholarship. \$50 per ticket. **NEW! Kids Crab Club:** Don't worry about finding a babysitter, bring your kids with you to the Crab Feed and we'll take care of the rest. Fun activities and dinner (pasta, salad, garlic bread and dessert) provided. \$15 per child 3 – 10 years old (must be potty trained).

#### **January 31 (Thursday) - Day Trip 50+: Bay Model Visitor Center, 9:30 a.m. to 2 p.m.**

Location: Departs from the Contra Costa Civic Theatre parking lot, 951 Pomona Ave

Contact: [mdeleon@ci.el-cerrito.ca.us](mailto:mdeleon@ci.el-cerrito.ca.us), 559-7677, [www.el-cerrito.org/recreation](http://www.el-cerrito.org/recreation)

The Bay Model Visitor Center in Sausalito is a fully-accessible education center administered by the U.S. Army Corps of Engineers. It hosts a working hydraulic model of the San Francisco Bay and Sacramento-San Joaquin River Delta System. The group will enjoy a docent tour followed by a sit-down luncheon in Sausalito.

#### **February 2 (Saturday) – Family Sweetheart Dance, 6 p.m. to 8 p.m.**

Location: El Cerrito Community Center, 7007 Moeser Lane

Contact: [mdeleon@ci.el-cerrito.ca.us](mailto:mdeleon@ci.el-cerrito.ca.us), 559-7677, [www.el-cerrito.org/recreation](http://www.el-cerrito.org/recreation)

Put on your dancing shoes, find your special little someone and join us for a magical evening at our annual Family Sweetheart Dance! Music, dancing, refreshments and photo booth fun for the whole family. Tickets are available at our website.

#### **February 9 (Saturday) – 3<sup>rd</sup> Annual rECexpo Camp Fair, 9 a.m. to 12 p.m.**

Location: El Cerrito Community Center, 7007 Moeser Lane

Contact: [mdeleon@ci.el-cerrito.ca.us](mailto:mdeleon@ci.el-cerrito.ca.us), 559-7677, [www.el-cerrito.org/recreation](http://www.el-cerrito.org/recreation)

A chance to visit with camp vendors and experience the variety of camps available through the City of El Cerrito's Recreation Department. Registration for camp opens at the rECexpo and those families who register the day of the event receive a 10% discount on the camps they register for!

## CITY MANAGER'S UPDATE (CONT'D)

### **February 20 (Wednesday) – Day Trip 50+: Old Spaghetti Factory Restaurant, 11:30 a.m. to 2 p.m.**

Location: Trip departs from the Contra Costa Civic Theater parking lot, 951 Pomona Ave.

Contact: [mdeleon@ci.el-cerrito.ca.us](mailto:mdeleon@ci.el-cerrito.ca.us), 559-7677, [www.el-cerrito.org/recreation](http://www.el-cerrito.org/recreation)

A luncheon at The Old Spaghetti Factory is an experience. Meticulous attention towards the décor makes guests feel as though they're stepping into another world. Restaurant is adorned with antique lighting, intricate stained glass displays and an old-fashioned trolley car that doubles as a dining hall.

### **PERSONNEL UPDATES**

#### **New Hires:**

Holly M. Charléty to City Clerk

Alexandra Orologas to Assistant City Manager

Syed Shah to Community Service Officer

**Attachments:** none