

**CITY OF EMERYVILLE  
MEMORANDUM**



**TO:** Mayor and City Council  
**FROM:** Patrick D. O’Keeffe, City Manager  
**SUBJECT:** Progress Report –November 2009

The following provides the City Council and staff with a summary of the activities of each department for the prior month.

**CITY MANAGER**

1. The general municipal election was held on November 3. Kurt Brinkman and Jennifer West were elected to the City Council and Measure K, the card room business tax license increase was passed by the voters (80% approval rate). At the November 17th City Council meeting, the City Council appointed Ruth Atkin as Mayor and Kurt Brinkman as Vice Mayor for terms ending November 2010. The election of Kurt Brinkman leaves a vacancy on the School Board Trustees which the Board is considering filling either by appointment or an election.
  
2. Waste Management of Alameda County (WMAC), the City’s waste hauler, has submitted a proposed solid waste management fee increase of 1.27% for 2010, the last year of the current solid waste franchise agreement. The proposed rate is set according to the existing franchise agreement, which is based upon a formula that includes consideration of the San Francisco Bay Area Consumer Price Index, capped at no more than 5%, as well as any projected increases in government mandated fees, subject to staff verification that the formula was properly applied. This requires only an administrative approval. Below is the proposed rate set by the franchise formula.

<b>Service Level</b>	<b>Proposed Monthly Fee</b>	<b>Current Monthly Fee</b>
32 gallon cart	\$11.81	\$11.66
1 cubic yard bin	\$69.59	\$68.72
20 cubic yard drop-off (per pull)	\$350.15	\$345.76

3. Staff has been working with Berkeley and Oakland on developing a \$5 million grant application to PG&E to better target energy conservation programs and to increase alternative energy options for residents and businesses. Staff plans to request that Council approve submitting the “Innovative Pilot Program” grant application at the November 17 meeting agenda.
4. Staff spent time in November negotiating with EUSD staff the basic outlines of an MOU for the next design phase of the Emeryville Center of Community Life. This outline is schedule for City School consideration in December.
5. Staff was asked to be speaker on an Urban Land Institute (ULI) panel on urban retail. Included were representatives of Berkeley’s 4<sup>th</sup> Street, and Emeryville representatives from Bay Street and the TMG MarketPlace. Of interest to ULI is the mixed use nature of Bay Street and the infill challenges of structured parking and toxic clean up of the MarketPlace. Denise Pinkston of TMG informed the audience of the LEED Neighborhood Plan Award the project received.
6. Staff spent two days at the annual California Redevelopment Agencies Board meeting discussing the status of the CRA lawsuit against the State to stop the grab of redevelopment monies, pending legislation for 2010, and the huge number of initiatives (80) that are proposed for the November 2010 ballot. Of particular interest was a discussion of the California Forward initiative for reforming State government and the League of Cities initiative to prevent the State from further appropriations of local government revenues (property tax, gas tax, etc.). These reform initiatives were also discussed at the November Mayors Conference meeting.
7. Both staff and the Finance Committee spent time in November discussing the poll for the proposed parcel tax to assist the City with closing the budget gap.
8. Staff has almost completed readying for auction/disposal the numerous surplus vehicles that are being stored at the Corporation Yard as well as Fire Station 2. Staff is working to determine which vehicles need to be disposed of as scrap and plans to have the operable vehicles ready for public auction in December. This project has proven to be more complex than originally believed and has pointed out the need to update the City’s Administrative Instruction relating to the disposal of surplus property and for clearer policies relating to how the City keeps current and maintains title, insurance, and associated documents regarding the City’s vehicle fleet. To address these issues, the City Clerk’s Office will become the repository of these documents and will develop a new Administrative Instruction relating disposing of surplus property, including vehicles.

9. Staff has also discovered that many of the records stored offsite have not been labeled properly. Staff did a basic labeling of more than 100 boxes that were discovered not to be labeled and is developing a standard form for departments to use that should make sure that records are properly labeled in the future. In addition, staff will be working with departments to conduct a record review of what is being stored offsite with the goal of reducing costs (through minimizing records that are unnecessarily being kept or are past their retention date) and in the long-run maintaining offsite records at the Corporation Yard rather than an outside private storage facility.
  
10. The “2<sup>nd</sup>/4<sup>th</sup> Tuesday ENEWS, the City’s electronic newsletter was distributed on November 10 and 24. The November 10 edition had an article on the Emery Unified School District (EUSD)’s commendable growth in student achievement and discussed the recently adopted Emeryville General Plan and the recently adopted Interim Zoning Ordinance. The November 24 edition announced that EUSD was accepting applications for community members interested in being appointed to the School Board Director seat now vacant due to the election of Kurt Brinkman to the City Council and notified the community that the monthly progress reports were now on line at <http://emeryville.org/index.aspx?nid=635>. Interested community members can read the electronic newsletter on-line from the City’s website: [www.emeryville.org](http://www.emeryville.org) or can subscribe and have the newsletter sent directly to their email address. Information on how to subscribe is listed at the bottom of each e-newsletter.