

# CITY OF EMERYVILLE MEMORANDUM



**TO:** Mayor and City Council  
**FROM:** Patrick D. O’Keeffe, City Manager  
**SUBJECT:** Progress Report –August 2010

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

## **CITY MANAGER**

- Staff has nearly completed discussions with Waste Management of Alameda County (WMAC) to establish new citywide solid waste management collection and disposal franchise agreements. The draft proposed franchise agreements addresses the City’s stated priorities of meeting sustainability and waste diversion goals while maintaining solid waste management fees at rates lower than surrounding communities. Staff expects to submit completed proposed franchise agreements for Council consideration at the September 21 City Council meeting. The proposed new solid waste franchise agreement would be scheduled to start in January, 2011.
- The legislation (AB 155) that would have prohibited cities from declaring bankruptcy without State approval was defeated in the legislature during the last minute rush to pass bills before the normal recess at the end of August. This bill was opposed by Emeryville and the League of California Cities.
- The City Manager and City Council pay scandal at the City of Bell that has resulted in headlines in August has spawned several State bills to limit and require greater disclosure of compensation. For Emeryville this information on the pay of Council and senior managers, including the City Manager and the City Attorney is available to any who request it and has been made available to several inquiries over the past 6 months. One of the inquiries was from the news organization that owns the Oakland Tribune, which has established a data base of all management salaries of cities in the East Bay. This information is available on-line without having to go through the City and

includes the compensation of all senior management staff of Emeryville as well as compensation of employees above \$100,000.

- Last month the Mayor and staff met with the Washington DC staff of our congressional representative, Barbara Lee. EUSD was also in attendance. The purpose of the meeting was for Lee's staff to receive a progress report on previous federal funding that has been made available to the City and the District. Most of the time was spent on District programs. The City did report that we have spent the \$600,000 in FEMA funding for completing the seismic upgrade of the Corp Yard building. We also spent time discussing new funding requests for the next fiscal year.
- Thanks to interns from the Emeryville Youth Entrepreneur (EYE) Program, funded through the federal stimulus program, City Clerk staff has made substantial progress in converting City Clerk files from a paper-based document system to an electronic-based system. When completed, agenda packets as far back as 1991; resolutions, ordinances, and most minutes (typewritten only) from the beginning of Emeryville's incorporation as a City; and contracts, starting in FY2010-11; and election documents will be available in electronic format. The City Clerk's Office is also working to implement City-wide conversion from paper-based to electronic-based records management. This entails updating the City's Records Retention Schedule (last updated over 10 years ago and scheduled to be submitted for City Council action in October); revising administrative workflows regarding agenda preparation, contract/agreement approval process, and records management in addition to developing strategies for eliminating the City's reliance upon private, off-site storage facilities. This is a citywide department effort which has and will require a lot of cooperation and harnessing of organizational resources to be successful.
- The "2<sup>nd</sup>/4<sup>th</sup> Tuesday ENEWS, the City's electronic newsletter was distributed on August 10 and 24. The August 10 edition included articles announcing the; inviting the community to participate in Community Emergency Response Training (CERT); information regarding the 8-To-Go Senior/Disabled Shuttle program; and inviting the community to participate in the upcoming citywide Pedestrian/Bicycle Plan; and.. The August 24 edition included articles inviting community members to join the new Food Truck Taskforce and the Rubicon/North Cities One-Stop Career Center. Both editions publicized the City's Summer Performance in the Parks events; the Healthy City Expo II, sponsored by the Chamber of Commerce; and the new Thursdays Emeryville Farmer's Market adjacent to City Hall. 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/unsubscribe is listed at the bottom of each e-newsletter.