

# CITY OF EMERYVILLE MEMORANDUM



**TO:** Mayor and City Council  
**FROM:** Patrick D. O’Keeffe, City Manager  
**SUBJECT:** Progress Report –September 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 expects to submit proposed amendments to the City’s “Garbage Ordinance” in early November followed by a proposal for a new solid waste management collection and disposal franchise agreement with Waste Management of Alameda County (WMAC) in late December. The proposed new solid waste franchise agreement would be scheduled to start in early 2011.
- On October 13<sup>th</sup>, the City will host the Alameda County Mayor’s Conference at Amyris Biotechnologies. Staff has been working closely with Amyris staff as well as Dove Catering, a local catering firm; The Bread Project; a non-profit job training program/bakery; and the Chamber of Commerce to make this a memorable and substantive conference.
- Staff participated in information meetings concerning the EUSD school bond measure to provide info on Community Services Department activities. Meetings attended included neighborhood meetings at Watergate and the Terraces, Partners for Community Life and the Chamber of Commerce.
- Staff continues to work on the long-term project of converting the City’s paper-based records management system to an electronic-based system. Aspects of the project include scanning the City Clerk’s essential paper documents, such as ordinances, resolutions, agenda packets, contracts, and election material and integrating the scanned document into a user friendly electronic database. In addition, the City Clerk’s Office is reviewing and amending a host of protocols and workflow processes that affect departments citywide.

- The “2<sup>nd</sup>/4<sup>th</sup> Tuesday ENEWS, the City’s electronic newsletter was distributed on September 14 and 28. The September 14 edition included articles on the City’s annual Coastal Cleanup; a free financial planning workshop; the designation of the proposed Marketplace project as a State “Gold” Sustainability model; and an announcement that the City’s adopted two year budget (fiscal years 2010-11 and 2011-12) is now available on the City’s website. The September 28 edition included articles inviting community members to the annual Emeryville Arts Exhibition; announced that the public was invited to join the new Fire Services Delivery Taskforce; announced that the City’s Child Development Center was enrolling new students; and also had an article on upcoming A.C. Transit service changes. Both newsletters included information on the 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.