

**CITY OF EMERYVILLE  
MEMORANDUM**



**TO:** Mayor and City Council  
**FROM:** Michael G. Biddle, Interim City Manager  
**SUBJECT:** Progress Report – May 2013

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

**CITY CLERK/PUBLIC INFORMATION**

1. The May 14 ENEWS, the City's electronic newsletter announced that the City had won a National League of Cities Award for the Emeryville Center of Community Life project and requested donations for the Emeryville Citizen's Action Program (ECAP). The May 28 ENEWS announced that the City Council had selected Sabrina Landreth as the new City Manager; announced the upcoming City Council appointment process for three Planning Commissioner terms for the period July 1, 2013 – June 30, 2016; and had information about the proposed South Bayfront Remediation Plan. Both editions had an article about how seniors could get a waiver from the Measure A school parcel tax; announced how to sign up for the City's free CodeRED emergency and non-emergency notification system; announced a vacancy on the Public Art Committee; announced that the Emeryville Child Development Center was accepting applications for enrollment; and had information on current City job vacancies. Interested community members can read the electronic newsletter on-line from the City's website: [www.emeryville.org](http://www.emeryville.org) or subscribe and have the newsletter sent directly to their email address. Information on how to subscribe/unsubscribe is listed at the bottom of each ENEWS. The ENEWS currently has more than 1,000 individual subscribers and is posted on the City's website homepage.
2. Staff attended the annual general membership meeting of the Emeryville Transportation Management Association (TMA). Francis Collins was elected as new general membership representative to the TMA Board. During the summer, the TMA will be reviewing its bylaws, including the Board's membership and how Board members are selected. Staff will be working with the TMA on developing a proposal regarding the Emery Go-Round's capacity

needs, especially in terms of capital for rolling stock; working to locate a long-term bus yard (staff has sent a letter of interest to Caltrans for the site under the I-580 overpass near San Pablo Avenue); and on issues relating to the sun setting of the current citywide Property Based Business Improvement District (PBID) in 2016.

3. Staff has been working with IT to fix bugs relating to the newest version of the agenda packet software. Once the bugs are fixed, staff will start working with the Planning Department to convert from a paper-based Planning Commission agenda packet to an electronic based agenda packet.