

CITY OF EMERYVILLE MEMORANDUM



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

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

CITY MANAGER

- We have experienced audio problems in the Council Chambers for some time now due to aged equipment. Similar to the recent upgrade of the video cameras, we installed new audio equipment during the Council recess that includes new microphones, amplifier and speakers (including new speakers above the dais). This should assist with the Council and the public hearing better within the Council Chambers as well as improve TV broadcasts. Our thanks to our IT Manager Mike Parenti and our broadcast consultant, Second Sight, for the timely and quality upgrade.
- Staff took advantage of the quiet times over the holidays to begin preparation of the Capital Improvement Program (CIP) for the January 22nd update discussion. Our last five year program was adopted in 2006 and it is remarkable to reflect back on all of the projects that were implemented in that time frame for a City and staff of our size. The first table that will be in the CIP summary is a list of completed projects for the past five years. We have now completed approximately \$220 million of projects over the past 20 years that have supported the transformation of the City.
- The City Council adopted new solid waste management agreements with Waste Management of Alameda County (WMAC) on December 21. The proposed new agreements will significantly assist in meeting the City’s waste diversion mandates, expands overall services to residents, the business community, and City/School facilities, and maintains rates less than Berkeley and Oakland. The new solid waste agreements will take effective on

February 1, 2011. Staff is working closely with WMAC on the company's roll-out of the new services.

- 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 "2nd/4th Tuesday ENEWS, the City's electronic newsletter was distributed on December 14 and December 28. The December 14 edition featured an article on the City's new public art acquisition and the December 28 edition featured an article on the search for a new School District Superintendent. Both newsletters announced that the Emeryville Child Development Center was now accepting applications for enrollment and provided 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 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.