

CITY OF EMERYVILLE MEMORANDUM



TO: Mayor and City Council
FROM: Patrick D. O’Keeffe, City Manager
SUBJECT: Progress Report –April 2011

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

CITY MANAGER

- The City’s cable television franchise agreement is scheduled to end in December unless the agreement’s option to extend for another five years is mutually agreed upon by the City and by Comcast. Staff will be submitting a report to Council in June regarding the City’s options. The City has until mid-June to request an extension to the franchise agreement, if the Council desires to extend. The State has adopted a statewide franchise agreement that became effective in 2008 and the staff report will also provide the City Council with information about the implications of the new statewide franchise agreement on the City’s local franchise agreement.
- Staff has been working with Novartis and Wareham to facilitate the Novartis move of their infectious disease unit to Emeryville. As an interim measure, Novartis has lease two floors of the Emerystation North building to create the new lab and office space that will house 150 scientists/employees. One of the issues of concern is the reliability of the water supply to the complex. There have been an unusual amount of breaks in the EBMUD water lines in the vicinity which have disrupted water supply to Emerystation tenants, The lab tenants in these building rely on uninterrupted water supply for their experiments. We are meeting with EBMUD to determine a repair program for their existing lines as well as building redundancy into the system in the event of future breaks in the pipes.

- Staff continues to work with the cities of Berkeley and Oakland as well as PG&E to deepen efforts to strategize how best to further energy efficiency and related climate change/"green" practices, especially for the commercial and multi-family sectors. In addition to working on developing protocols for encouraging multi-family complexes to initiate energy efficiency measures, staff has volunteered to lead a work group on identifying various federal, state, regional, and private incentives available to businesses wishing to further energy efficiency and related "green" practices. As part of this work, staff will be attending an energy efficiency seminar, sponsored by PG&E in early May.
- Staff invited various community groups to submit letters of interest to be considered for funding through the City's annual Community Promotion Grant program according to the guidelines set by the Finance Committee at its April meeting (invite only groups that are currently being funded with instructions to only request the same level of funding as currently provided by the City). Since FY04-05, the City Council had kept the overall grant program at the same funding level of \$58,450 (\$55,950 Redevelopment Agency funds and \$2,500 General Fund). In addition, to the Community Promotion Grant Program, the City has also supported the following cultural/arts programs: Emeryville Celebration of the Arts (\$30,000), Emeryville Historical Society (\$6,000) and the Poet Laureate Program (\$3,000) for a total of \$97,450. Staff will be asking the City Council to consider the community grant requests at the June 3rd City Council meeting.
- Caltrans has responded that the agency is willing to consider the City's request to purchase excess Caltrans property, located behind the Oakland/Emeryville Target Store in Oakland, for use as a bus yard for the Emery Go-Round shuttle. The next step is to obtain an appraisal for the property, using an appraiser approved by Caltrans. By agreeing to take on the responsibility of initiating the appraisal, the City can greatly expedite this project.
- City Clerk staff completed a webinar series (2-3 hours per week for four weeks) on essential records. The webinar series, hosted by the State Archive Office, California Department of State, is designed to assist government staff in developing protocols to preserve City records necessary for emergency response or for continuation of City services after an emergency. Staff will incorporate the identification protocols learned through the webinar into staff's review and proposed amendments to the City's records retention schedule.
- City Clerk staff continues to work on several projects, including the following: developing a clear and comprehensive set of guidelines regarding the City's advisory bodies; developing an "Emeryville 101"

interactive workshop for City staff; developing an electronic tracking system for public records requests; and expanding and improving the City's community outreach initiatives and procedures.

- The "2nd/4th Tuesday ENEWS, the City's electronic newsletter was distributed on April 12 and 26. The April 12 edition featured articles on the City's Earth Day Celebration, a recycle contest sponsored by the Alameda County Waste Management Authority (StopWaste.org), and new regulations requiring residences to install carbon monoxide detectors; invited the community to participate in a survey on the City's proposed Capital Improvement Program (CIP) plan; and announced a workshop sponsored by the Chamber of Commerce on green business initiatives. The April 24 edition invited the community to attend a workshop on the Sherwin Williams remediation and a workshop on the proposed Emeryville Greenway (Powell to Stanford); announced a solid waste reduction workshop hosted by the Chamber of Commerce; and announced that Santen, Incorporated, the U.S. subsidiary of the Japanese-based Santen Pharmaceutical Co., Ltd. has located its headquarters in Emeryville. 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 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.