

# CITY OF EMERYVILLE MEMORANDUM



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

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

## **CITY MANAGER**

- November was dominated by Emeryville’s election which included three seats for Council, two tax measures and a measure concerning contracting for City Attorney services. Jacqueline Asher, Ruth Atkin (incumbent) and Nora Davis (incumbent) were elected to the Emeryville City Council for a four year term, ending in 2015 and will be sworn in at a special City Council meeting on December 6<sup>th</sup>. At that meeting, the Council will also select from among themselves, a Mayor and Vice Mayor for the next year. In addition, voters passed Measure C, a ballot measure to increase the business license tax from 0.08% to 0.1% of gross revenue and Measure D, a ballot measure to increase maximum business license tax that businesses pay from approximately \$117,000 to \$300,000. Voters did not pass Measure F, regarding contracting the City Attorney’s Office. Below are the certified (final) election results, as provided by the Alameda County Registrar of Voters, for the November 8, 2011 General Municipal Election.

City Council (top 3 are elected to office)

1.	JACQUELINE ASHER	924	votes
2.	RUTH ATKIN	839	votes
3.	NORA DAVIS	822	votes
4.	KEN BUKOWSKI	408	votes
5.	MICHAEL WEBBER	331	votes

Ballot Measures (50%+1 vote needed to win)

1.	MEASURE C (Business License)	82.48% yes	17.52% no
2.	MEASURE D “ “	80.48% yes	19.52% no
3.	MEASURE F (City Attorney)	34.78% yes	65.22% no

- The City Manager continued to meet with City employees for the annual information meeting including the Fire Department.
- The Mayor and City Manager participated in the annual Leadership East Bay Program as speakers on leadership in local government. This series is sponsored in part by the Emeryville and Berkeley Chambers of Commerce, and provides private and public sector managers (or aspiring managers) with an opportunity to build leadership skills. Two Emeryville employees participated in the program this year.
- Two highly respected Alameda County City Managers retired in November: Phil Kamlarz of Berkeley and Linda Barton of Livermore. Both contributed time and knowledge to the City Managers Association and will be missed.
- In response to City Council directive to find ways to increase community participation in governmental decision making and make government decision-making more transparent and open, staff has worked to clarify the City's local advisory body application process. Changes include revising the City's Local Roster of Boards, Commissions, and Committees to reflect whether an advisory body is a City Council Sub-Committee (voting membership consisting of less than a quorum of the City Council); a Standing - Community Advisory Body (voting membership consists of community members and may include less than a quorum of the City Council and has an on-going scope of authority); or an Ad Hoc – Community Advisory Body (voting membership consists of community members and may include less than a quorum of the City Council and has a limited, time-constrained scope of authority). In addition, staff is recommending that the City Council regularize how community members are appointed to advisory body terms that expire at the end of each year by considering requests for reappointment and new applicants and making appointments all at once in December for these expired terms. Currently, since most members continue on for a new term, many advisory bodies have just “rollover” members into new terms without there being a formal appointment process. As part of regularizing the appointment process, staff plans to conduct a broader community outreach plan starting in early November to elicit new applicants. Staff will include a list of scheduled vacancies in both November ENEWS editions and will promote community participation through a central “advisory body vacancy” webpage in the City's website. Staff is also finalizing a brochure regarding the City's various local advisory bodies that can be distributed at City and community events and venues.

- The November 8<sup>th</sup> ENEWS, the City's electronic newsletter had articles inviting community members to join the city's various local advisory bodies; noted that the Emeryville Senior Center was "booming"; announced free composting/recycling technical assistance for local businesses; and provided election day information. The November 22<sup>nd</sup> gave the official results for the November 8<sup>th</sup> Emeryville General Municipal Election; also invited community members to join the City's various local advisory bodies; had an article about the proposed North Hollis Undergrounding District; provided information on safe disposal of grease, fats, and oil; and invited the community to attend the City's art purchase award reception (each year the City purchases artwork shown at the Emeryville Celebration of the Arts). Both ENEWS editions announced that the Emeryville Child Development Center was accepting applications for enrollment. 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. As of November 30, the ENEWS has 919 individual subscribers and is also sent to the Park Avenue Neighborhood Association (PANA), Oliver Lofts, Key Route Lofts e-trees, all City employees, and is posted on the City's website homepage.