



MEMORANDUM

TO: HONORABLE MAYOR &
CITY COUNCIL

FROM: Sabrina B. Landreth

SUBJECT: City Administrator's Weekly Report

DATE: December 4, 2015

INFORMATION

Following are the key activities to be highlighted this week:

Youth Open House At OPD – On Thursday, November 19, the Oakland Police Department (OPD) hosted students and staff from Oakland high schools for a tour of the Police Administration Building. OPD's School Safety Unit is hosting multiple Youth Open Houses to give OPD personnel and Oakland high schoolers an opportunity to speak openly to each other. OPD officers and students discuss a variety of topics related to law enforcement and the community, including the use of social media, police uses of force, officer involved shooting investigations, racial profiling and law enforcement career opportunities available for students. Students are able to address topics in forums ranging from large group discussions to one-on-one conversation. OPD is hosting these events in order to create an opportunity for students and law enforcement to build stronger relationships with one another. For more information, please contact the OPD Media Relations office at opdmedia@oaklandnet.com or (510) 238-7230.

Public Works Receives California Water Environment Association Award – On Tuesday, November 24, the California Water Environment Association (CWEA) informed the Public Work Department's Sewer Services Division that they are the recipient of its 2015 Large Collection System of the Year Award for the San Francisco Bay region. The award will be presented on Friday, January 8, at the Marriott Hotel in Walnut Creek. The Sewer Services Division was selected because of their vast improvement over the past few years in performing collection system maintenance in the City's 920-mile sewer system. As a result of winning this award at the section level, the Sewer Services Division will be considered for this same award at the State level which includes 16 other CWEA regions. For additional information on the CWEA, please visit www.cwea.org. For more information, please contact Lorenzo Smith, Operations Manager, Sewer Services Division, at lsmith2@oaklandnet.com or (510) 615-5431.

Thanksgiving Turkey Giveaway Meals Delivered – On Monday, November 23, Oakland Police Chief Sean Whent, Police Services Technician II MaryAnn Mitchell, OPD officers and Golden State Warrior Jason Thompson delivered meal packages to homes throughout Oakland as part of this year's Thanksgiving Turkey Giveaway. The Thanksgiving Turkey Giveaway is an annual volunteer effort created and coordinated by Ms. Mitchell to provide turkeys and bags of food to families in need during the holidays. She has organized the Thanksgiving Food Project for the

past 25 years, working with her family and volunteers from the Evangelistic Outreach Association (Green Pastures Church) to bring meal supplies to Oaklanders who have fallen on hard times. This project has relied on donations from police officers, employees of the Oakland Police Department and the community. Additionally, Safeway has generously provided 100 turkeys each year for the past 10 years. This year, Jason Thompson (The Jason Thompson Foundation) joined in on the project, surprising Ms. Mitchell with a \$5,000 check and taking part in the delivery of the packages. For more information, please contact the OPD Media Relations office at opdmedia@oaklandnet.com or (510) 238-7230.

Help Bring Holiday Joy To Oakland's Children – Through Wednesday, December 23, the 35th Annual Mayor's Community Toy Drive is accepting donations to make the holidays joyful for Oakland children whose families can't afford gifts. The Oaklanders Assistance Center, with help from the Oakland Fire Department and nearly 300 volunteers, teamed up last year to distribute more than 16,000 toys, books, gift cards and sporting equipment to more than 8,000 children from low-income families. The need remains great this year. You can help put a smile on a child's face this holiday season by either making a tax-deductible contribution or dropping off a new, unwrapped toy in one of the many collection bins that will be in place throughout Oakland until December 23. You can also purchase new books to include for families in the toy drive at one of the participating independent Oakland bookstores. To sign up to receive toys, you must be a low-income Oakland resident and the child's legal guardian. We can only serve up to four children, up to the age of 12, per family. Registration will take place on Saturday, December 5, from 10:00 a.m. to 2:00 p.m. at Oakland City Hall, 1 Frank H. Ogawa Plaza. Please enter on the 14th Street side of the building. Please bring the following items to register:

- Proof of income
- Proof that you live in Oakland, such as a utility bill
- Proof of children's ages, such as birth certificate, medical card or school ID.

If you are unable to register on December 5, you may sign up at the Oaklanders Assistance Center, Oakland City Hall, 1 Frank H. Ogawa Plaza on weekdays between 10:00 a.m. and 4:00 p.m. Sign up ends December 16. If you are interested in volunteering to pack and distribute toys, please visit <http://www.signupgenius.com/go/20f084ba9aa23a4fd0-oakland>. Volunteers must be at least 14 years old. For the roster of bin locations and participating bookstores or to make a secure, online donation, please visit www.oaklandnet.com/toydrive. For more information, please call (510) 777-TOYS.

Oakland Chorus Continues 75-Year Tradition Of Spreading Holiday Cheer – Beginning on Wednesday, December 9, the City and Port of Oakland Employees' Chorus will mark its 75th Season of spreading cheer and goodwill with holiday concerts. Free performances will be held on Wednesday, December 9; Thursday, December 10 and Friday, December 11. The concerts on Wednesday and Thursday will be held in the lobby of the Dalziel Building at 250 Frank H. Ogawa Plaza, while Friday's concert will be on the grand staircase of historic Oakland City Hall at 1 Frank H. Ogawa Plaza. Beginning at noon, each of the concerts is expected to last about an hour. The chorus will also perform at noon on Saturday, December 19, at the festive "A Holiday Tradition" event at the Dunsmuir-Hellman Historic Estate, 2960 Peralta Oaks Court. The chorus'

performance is part of the festive programming at the estate which is transformed into a turn-of-the-20th-century holiday wonderland. For hours and admission rates, visit <http://dunsmuir-hellman.com> or call (510) 615-5555. Resident conductor Jacqueline Hairston, a nationally renowned ASCAP published composer-arranger, will lead the chorus through a diverse repertoire for the 2015 season. Jerry Donaldson, an accomplished Bay Area concert pianist, will accompany the chorus. To read the media release on the Chorus' 75th season, please visit <http://www2.oaklandnet.com/w/oak056173>. For more information, please contact Debbie Comeaux, Chorus Manager, at dcomeaux@oaklandnet.com or (510) 238-7662.

Re-Create Art Contest Opening Reception – On Friday, December 4, the opening reception for the annual Re-Create Art Contest and Traveling Exhibition will be held from 5:30 to 7:00 p.m. at the Pro Arts Gallery, 150 Frank H. Ogawa Plaza. Fifteen prizes valued at \$500 will be awarded to the winners of this year's Re-Create Art Contest during the reception. The participating artists are all Oakland students, from Kindergarten to 12th grade, who used discarded or repurposed materials in a creative application of the 4Rs – Reduce, Reuse, Recycle and Rot. The annual reused and recycled art competition is sponsored by Oakland Public Works and is produced by Pro Arts Gallery. The contest and artwork inspires Oaklanders to practice recycling and reuse every day. The exhibit at Pro Arts Gallery continues through December 31, and is free to the public Mondays through Fridays from 10:00 a.m. to 5:00 p.m. and Saturdays from 11:00 a.m. to 4:00 p.m. Following this year's exhibition at Pro Arts Gallery, selected pieces will be assembled into the Re-Create Travelling Exhibition and displayed at various Oakland Public Library branches from January through March 2016. For more information, please contact Ferial Mosley, Recycling Specialist, at fmosley@oaklandnet.com or (510) 238-7433.

Winter Bingo Gives Children, Families A Chance To Read And Play During School Break – Starting Saturday, December 19, the Oakland Public Library will launch its second annual "Winter Bingo" game, encouraging children in grades Kindergarten to 5th and parents of younger children and babies to do activities that stimulate literacy and learning. Any child or parent may pick up a bingo card; return it with five activities marked in a row to any Oakland Public Library before January 16, 2016, and select a free paperback book to keep as a prize. Activities include direct reading activities such as listening to a story as well as social activities like making someone laugh. During last year's Winter Bingo game more than 2,600 Winter Bingo cards were redeemed for free books. Winter Bingo is supported in part by the Kenneth Rainin Foundation. To read the media release on Winter Bingo, please visit <http://www2.oaklandnet.com/OAK056147>. For more information, please contact Nina Lindsay, Supervising Librarian for Children's Services, at nlindsay@oaklandlibrary.org or 510-238-6706.

OPD, ABC Work Together To Close Night Club Down – On Friday, November 6, agents with the California Department of Alcoholic Beverage Control (ABC) and officers from the Oakland Police Department (OPD) culminated an undercover investigation by executing a search warrant at an unlicensed underground nightclub located in the 300 block of 12th Street. Agents arrested the business operators and seized alcoholic beverages, money and illegal drugs. Both ABC and OPD had received citizen complaints of illegal alcohol sales, loud music and illegal drug use taking place at the location, known as "Studio 361." On previous dates, agents entered the basement club undercover and confirmed that the illegal activity was taking place. In addition to

a full cash bar, the club offered a disc jockey, a dance floor and several smoking rooms for its patrons. The investigation revealed that the club used social media to advertise "off the grid" and that it catered to patrons of licensed bars in the area after those businesses stopped serving alcohol at 2:00 a.m. as required by law. For more information, please contact the OPD Media Relations office at opdmedia@oaklandnet.com or (510) 238-7230.

Fire Safety Tips For The Holidays – During December, the Oakland Fire Department (OFD) reminds City employees and Oakland residents that, while the winter holidays are a great time for families and friends to get together in celebration, this time of year also brings a greater risk for fire. OFD would like to share proactive prevention tips to help ensure a happy and fire safe holiday season.

When choosing and placing holiday decorations:

- Choose flame resistant or flame retardant materials
- Opt to use battery operated candle lights instead of wax candles
- Read the manufacturer's instructions for use on all lights as they may differ and use indoor/outdoor lights where they belong
- Check string lights for frayed wires, broken bulbs or loose connections and repair as needed prior to installation
- Use clips instead of nails to hang lights to prevent any damage to the cord
- Replace thin gauge extension cords with heavy duty, grounded and protected extension cords, in addition to surge protectors
- Keep decorations away from windows and doors to ensure unobstructed entrance and exit to the room or building

While entertaining family and friends, remember to:

- Ensure your smoke alarms are operational and share your fire escape plan with guests
- Keep matches and lighters away from children, preferably in a locked cabinet
- Remain in the kitchen while cooking on the stovetop
- Avoid the use of space heaters, but if you must, then provide three feet around the heater clear of combustible materials

By following these simple safety tips, you can help make your holiday season memorable for the right reason. For more information, please contact Karen Cox, Fire Safety Education Coordinator, at kcox@oaklandnet.com or (510) 238-7255.

Free Screening Of "Trailhead" Documentary – On Monday, December 14, a free screening of "Trailhead," a documentary short about Oakland parks will be held at noon in the Council Chamber at Oakland City Hall, 1 Frank H. Ogawa Plaza. A celebratory profile of a relatively unknown urban gem, this 20-minute film by Emily Fraser and Henry Wiener highlights Oakland's largest wild land trail system that connects the heart of the city to redwood forests and over five hundred miles of trails that span the entire East Bay. Trail users, historians, creek restoration experts, local merchants and park volunteers are among those interviewed during a

typical park day that begins pre-dawn in Oakland's Dimond District and concludes at sunset from a scenic ridge in Joaquin Miller Park overlooking downtown Oakland and San Francisco Bay. Following the screening, the producer will answer questions. To learn more about the film, please visit <http://TrailheadOakland.org>. For more information on the screening, please contact Michael Munson, KTOP TV-10 Operations Manager, at mmunson@oaklandnet.com or (510) 238-6565.

deFremery's Victorian Holiday Celebration – On Saturday, December 12, deFremery Recreation Center, located at 1651 Adeline Street, will host a Victorian Holiday Celebration. From 7:00 to 11:00 p.m., event goers can enjoy dancing, silent auction, hors d'oeuvres and more. The adult-oriented event marks the completion of exterior renovations to the center. Tickets are available for \$25 and will benefit the recreation center's programming. To purchase tickets online, please visit www.oaklandnet.com/parks. For more information, please contact Valorie Winn, Recreation Center Director, at vwinn@oaklandnet.com or (510) 238-7739.

Holiday Youth Basketball Tournament – On Saturday, December 19 and Sunday, December 20, Oakland Parks & Recreation will host the annual Holiday Youth Basketball Tournament. Tournament divisions include boy's middle school and girl's middle school. The entry fee per team is \$200 and registration is due by Wednesday, December 9. To register or for more information, please contact Armond Gray, Youth Sports Coordinator, at agray@oaklandnet.com or (510) 238-7275.

OPD Arrests, District Attorney's Office Charges Marquise Holloway – On Monday, November 23, Oakland Police Department (OPD) Homicide Investigators announced that an arrest had been made in connection with the September 29 murder of muralist Antonio Ramos. On Tuesday, November 24, the Alameda County District Attorney's Office reviewed the case and charged Marquise Holloway with murder and multiple counts of robbery. Holloway was arrested by U.S. Marshals in Stockton on Friday, November 20. For more information, please contact the OPD Media Relations office at opdmedia@oaklandnet.com or (510) 238-7230.

Lifeguard Certification – From Monday, December 21 through Wednesday, December 23, Oakland Parks & Recreation will host a lifeguard certification course from 9:00 a.m. to 6:00 p.m. at the Temescal Pool, 371 45th Street. The course fee for Oakland residents is \$210, while non-residents pay \$225. To register online, please visit www.oaklandnet.com/parks. For more information, please call Michelle Wong, Aquatics Supervisor, at (510) 615-5838.

Water Safety Instructor Certification – From Monday, December 28 through Thursday, December 31, Oakland Parks & Recreation will host a water safety instructor certification course at the Temescal Pool, 371 45th Street. The course, which runs from 9:00 a.m. to 5:00 p.m., costs \$260 for Oakland residents and \$315 for non-residents. To register online, please visit www.oaklandnet.com/parks. For more information, please call Michelle Wong, Aquatics Supervisor, at (510) 615-5838.

Studio One Pottery Sale – On Saturday, December 19, Studio One Art Center at 365 45th Street will host a pottery sale from noon to 4:00 p.m. Pottery and glass works donated by local artists

and program participants will be for sale. Proceeds will benefit the center's ceramics and glass departments. For more information, please contact Alethia Walker, Program Director, at walethia@oaklandnet.com or (510) 597-5027.

Earn An Accredited High School Diploma At The Library – On Tuesday, December 1, the Oakland Public Library began offering qualified residents the opportunity to earn an accredited high school diploma and credentialed career certificate through Career Online High School. Part of the world's first accredited, private online school district, Career Online High School is specifically designed to reengage adults into the education system and prepare them for entry into post-secondary career education or the workforce. The Library will award scholarships for Career Online High School to qualified adults (age 19 and older) looking to earn a high school diploma and advance their careers. Many students are able to graduate in as few as four to six months by transferring in previously earned high school credits. To read the media release on the program, please visit <http://www2.oaklandnet.com/OAK056030>. For more information, contact Amy Sonnie, COHS Program Manager, at diploma@oaklandlibrary.org or (510) 238-6931.

Get Hands-on eBook Help At The Library – On Tuesday, December 1, the Oakland Public Library launched a new service to help patrons learn how to get and use library eBooks, magazines and music on digital devices. For a half-hour eBook Help appointment with a knowledgeable staff member, please visit www.oaklandlibrary.org/ebookhelp. Drop-ins will be accommodated as time permits. Currently, the service is offered at four library locations: Eastmont Branch (Mondays from 5:00 to 6:30 p.m.); Rockridge Branch (Tuesdays from 6:00 to 7:30 p.m.); Main Library (Wednesdays from 5:00 to 6:30 p.m.); and Piedmont Avenue Branch (Saturdays from 10:30 a.m. to noon). For more information, please contact Tamar Kirschner, Senior Collection Development Librarian, at tkirschner@oaklandlibrary.org or (510) 238-4704.

Curt Flood Field Ground Breaking – On Thursday, November 19, Oakland Parks & Recreation broke ground at Curt Flood Field, 2938 School Street. Joining representatives from Councilmember Annie Campbell Washington's office at the event were Councilmember Noel Gallo, Housing & Community Development Director Michele Byrd, Oakland Raiders Pro Football Hall of Famer Willie Brown and local community leaders. The \$7.1 million project will upgrade the turf field, resurface two basketball courts and install field lights. Since the grass field required closure of the facility for three months during the rainy winter months, the new turf will expand the program and offer year-round use. The installation of lights also expands use of the facility by allowing evening access. Project completion is scheduled for Spring 2016. The renovations are funded by a variety of sources including the Housing Related Parks Grant, the Coca-Cola Company through the National Recreation & Parks Association, Councilmember Noel Gallo, the Golden State Warriors and the Oakland Raiders through the Local Initiative Support Corporation and the NFL Grassroots Field Program Grant. To read the media release on the field improvements, please visit <http://www2.oaklandnet.com/w/oak055923>. For more information, please contact Mark Hall, Capital Improvements Coordinator, at mhall@oaklandnet.com or (510) 238-2389.

Human Services Department Hosts 24th Annual Thanksgiving Dinner – On Tuesday, November 24, the Human Services Department served more than 2,000 Oakland low-income

families, seniors and homeless individuals a formal sit-down turkey meal at its 24th Annual Thanksgiving Dinner. Various elected City officials joined the City Administrator to greet and serve participants. Nearly 400 hundred volunteers, including many City staff from various departments, donated their time to make this event a huge success. Oakland residents who attended the event commented on the delicious food and festive atmosphere that made them feel truly special. This event was made possible by the hard work of Susan Shelton and her Community Housing Services team along with "It's A Royal Affair" event planning, and by the financial support of donations received from the Alameda County-Oakland Community Action Partnership (AC-OCAP), Oakland Communities United, Klay Thompson of the Golden State Warriors, the Golden State Warriors Organization, Oakland Paratransit for the Elderly and Disabled, Community Health Charities, Kaiser Permanente, University of California Office of the President Janet Napolitano and a host of community members. All guests were able to leave the dinner with a warm coat that had been donated from concerned citizens throughout Oakland via the Human Services Department's Coat Drive. The dinner took place at the Oakland Marriott City Center. For more information, please contact Chrishelle Chatman, Administrative Assistant, at cchatman@oaklandnet.com.

Free 2015 Holiday Parking – Every Saturday until New Year's Day, the City of Oakland will offer free parking. In the spirit of the holidays and to stimulate shopping in Oakland's commercial districts in support of local merchants, the City of Oakland is offering free parking at meters on streets throughout Oakland and at four City-owned parking lots for the time period posted on the meter or kiosk (30 minutes, 1 hour, 2 hours, 4 hours or 5 hours). The program will also provide free parking at four City-owned garages. The free parking "holidays" apply to both standard meters and the multi-space parking kiosks located in many commercial districts. To keep the flow of shoppers moving – standard parking rules and time limits will be enforced. If shoppers need more time than a particular meter allows, they will need to move their cars to another available parking space. Promotional messages about the free Saturday parking were programmed into the Smart parking meters and the multi-space kiosks during the week of November 23. Motorists should note and follow the maximum time limits posted. The free holiday parking also applies to the following City-owned lots equipped with meters on designated Saturdays:

- Grand Avenue Lot in the 3200 block of Grand Avenue
- LakePark lot under I-580 between Grand and Lakeshore avenues
- Piedmont Avenue Lot on Howe Street between 40th and 41st streets
- Parkway Lot on Wayne Avenue near Park Boulevard and E. 18th Street

The free holiday parking program will also offer free parking on the designated Saturdays at the following City-owned garages:

- Frank Mar Garage – 12th & Harrison streets
- Franklin Street Garage – 19th & Franklin streets
- Montclair Garage – 6235 LaSalle Avenue
- Clay Street Garage – 14th and Clay streets

Shoppers should also note that, unlike some neighboring cities, parking at street meters in Oakland is free on Sundays. To read the release, please visit <http://www2.oaklandnet.com/w/oak055888>. For additional information on the City's free holiday parking program, please visit www.oaklandnet.com/parking. For more information on holiday shopping in Oakland, please visit www.oaklandgrown.org.

Holiday Caroling On Lake Merritt – Beginning Friday, December 4, Holiday caroling returns to Lake Merritt. Caroling will occur at varying times on Thursdays, Fridays, Saturdays and Sundays through Friday, December 20. Enjoy hot cider, cookies and great views of Oakland as your water sleigh glides across the lake. Tours depart from the Lake Merritt Boating Center at 568 Bellevue Avenue. Admission is \$6 per person. Private charters accommodating up to 19 people can be reserved for \$100. For more information or to make a reservation, please call Sarah Herblin, Boating Supervisor, at (510) 238-2196.

Minimum Wage Increase – Effective Friday, January 1, 2016, Oakland's Minimum Wage goes up to \$12.55 per hour. Measure FF, the voter-initiative ballot measure passed in November 2014, provides annual increases to Oakland's Minimum Wage based on the Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W). In light of the increase, employers must be aware of the following:

- By Tuesday, December 15, 2015, employers are required to provide notice to employees and prominently display posters on the new Minimum Wage;
- On Friday, January 1, 2016, the rate goes up 30¢ to \$12.55; and
- The other benefits mandated by Measure FF – paid sick leave and payment of service charges – remain the same as when the employment law took effect on March 2, 2015

Notification posters in English, Chinese, Spanish and Vietnamese are available for download at www.oaklandnet.com/minimumwage. A roster of upcoming business briefings offered by our partners, answers to frequently asked questions and details on outreach efforts are also on the web page. The next business briefing scheduled is:

- Wednesday, December 16, 1:00 to 3:00 pm
Mastering Oakland's New Employment Laws Workshop in Cantonese, including Minimum Wage employer requirements effective January 1, 2016
Hearing Room 1, Oakland City Hall, 1 Frank H. Ogawa Plaza
Presented by the Alameda County Small Business Development Center and Wendel, Rosen, Black & Dean LLP

For more information, please visit www.oaklandnet.com/minimumwage or contact the Contracts & Compliance Office at minwageinfo@oaklandnet.com or (510) 238-6258.

Annual Holiday Food Drive – Through the week of December 14, the City of Oakland's Annual Holiday Food Drive is collecting nonperishable food items for families and seniors in need. The Alameda County-Oakland Community Action Partnership (AC-OCAP), in partnership with the Alameda County Community Food Bank, is coordinating the food drive. The Food Bank serves

one in five residents of Alameda County. The cost of living in the Bay Area has made it nearly impossible for many households to make ends meet. Children and seniors remain the most vulnerable to hunger in our community. Food collection barrels are in the following lobby locations:

- Oakland City Hall, 1 Frank H. Ogawa Plaza
- Wilson Building, 150 Frank H. Ogawa Plaza
- Dalziel Building, 250 Frank H. Ogawa Plaza
- Oakland Police Administration Building, 455 7th Street
- Oakland Police Substation, 2651 73rd Avenue at the Eastmont Town Center
- OPD Dispatch, Building 2 and Building 4, 7101 Edgewater Drive
- Public Works Equipment Shop, 5050 Coliseum Way

The food collection barrels will be picked up the week of December 14 in time to distribute the food to families for the holidays – because together we can make a difference. For more information, please contact Cecilia Garcia, Administrative Assistant, at cgarcia@oaklandnet.com.

A Holiday Tradition Tickets Now On Sale – On Thursday, October 15, tickets for the Dunsmuir-Hellman Historic Estate's annual A Holiday Tradition went on sale. The event will run from noon to 4:00 p.m. every Saturday and Sunday from December 5 until December 20. Open to all ages, this festive holiday event includes activities such as holiday teas, brunch with Santa, performances by the Oakland Ballet and tours of the intricately decorated 37-room mansion. The estate is located at 2960 Peralta Oaks Court. For additional event details or to purchase tickets, please visit www.dunsmuir-hellman.com/events. To read the media release, please visit <http://www2.oaklandnet.com/OAK056017>. For more information please contact Debora Cooper, Estate Manager, at dcooper@oaklandnet.com or (510) 615-5555.

Upcoming City Of Oakland Job Announcements – During the week of December 7, the Human Resources Management Department (HRM) anticipates posting job announcements for the following positions:

- Assistant Controller
- Planner I
- Process Coordinator III

For the most up-to-date information on City jobs, please view the Employment Information page on our website at <http://agency.governmentjobs.com/oaklandca/default.cfm>. The Employment Information page also contains information on minimum qualifications of specific job classifications, how to apply for a job on-line and how to submit a job interest card for positions not currently posted. For more information, please contact the Human Resources Management Receptionist at (510) 238-3112.

Upcoming Meetings and Events:

For information on upcoming City meetings and events, please visit the City's online calendar at <http://www2.oaklandnet.com/Events/index.htm>. For events at the Oakland Public Library, please visit <http://oaklandlibrary.org/events>.

Respectfully submitted,

/s/

SABRINA B. LANDRETH
City Administrator