MEMORANDUM

TO: HONORABLE MAYOR & CITY COUNCIL
FROM: Sabrina B. Landreth
SUBJECT: City Administrator’s Weekly Report
DATE: November 4, 2016

INFORMATION

Following are the key activities to be highlighted this week:

City Of Oakland Engages Community In Recruiting New Police Chief – On Monday, August 29, the City of Oakland launched a nation-wide search for a permanent Police Chief for the Oakland Police Department (OPD). The City’s goal is to ensure that the best and brightest candidates emerge from the recruitment process. The City will engage the community and OPD staff to maximize stakeholder input. This insight will be used for the following:

➢ Help inform the recruiter to find the most qualified pool of candidates
➢ Provide the City with community-driven criteria to evaluate the final candidates
➢ Give the new Chief of Police a roadmap of how the community expects the Police Department to move forward under new leadership

Community input will help make this recruitment a success. It is essential that prospective candidates understand the values, standards and needs of our community. There are four ways to provide your insight:

➢ Take an online survey – Take a few minutes to complete the survey at https://www.surveymonkey.com/r/OPDchiefsurvey. The survey is also available in Chinese, Spanish and Vietnamese at http://bit.ly/2bWAU1M.
➢ Join the online discussion – Share your thoughts and comments at http://speakupoakland.org/discussions/community-vision-of-the-oakland-police-department.
➢ Email your comments and expectations to OPDChiefRecruitment@oaklandnet.com.
➢ Not online? Leave a phone message detailing your comments and expectations at (510) 238-3600.

Visit the recruitment page at http://bit.ly/oaklandpolicechief for an overview of the recruitment process, the complete calendar of community meetings and links to the survey in three additional languages. The position announcement was released on September 23, which marked the start of the 45-day application period.

Daylight Savings Time Means It’s Time to Change Your Smoke Alarm Batteries – On Sunday, November 6, Daylight Savings Time begins. The Oakland Fire Department would like to remind everyone that when you move your clocks back an hour, take a moment to also change the batteries
in your smoke alarms. Here are some additional tips to help you and your family to prepare for a fire emergency:

- Test smoke alarms once a month
- Replace batteries in all smoke alarms twice a year (when you change your clocks to/from Daylight Savings Time)
- Never remove the batteries from smoke alarms, not even temporarily
- Regularly vacuum or dust smoke alarms to keep them working properly
- Replace smoke alarms every 10 years
- Don’t paint over smoke alarms
- Practice family fire drills so everyone knows what to do if the smoke alarm goes off

If you have any questions regarding the installation and maintenance of smoke alarms or how to protect yourself and your household in the event of a fire, please contact Karen Cox, Fire Prevention Education Coordinator, at kcox@oaklandnet.com or at (510) 238-7255.

**HSD Receives ReCAST Grant Award** – On Monday, October 31, the Human Services Department (HSD) announced that the City was awarded a Substance Abuse and Mental Health Services Administration grant to address Resiliency in Communities After Stress and Trauma (ReCAST) for a total of $5 million over the next five years, through September 2021. The Oakland ReCAST program seeks to promote resiliency and equity for Oakland’s high-risk youth, families and adults most affected by trauma, violence and civil unrest. Oakland ReCAST will build on three Human Services Department programs that serve Oakland’s most marginalized, at-risk populations in need of trauma-informed behavioral health supports: Head Start early childhood, Oakland Fund for Children & Youth youth development and Oakland Unite violence intervention. Together, these three programs reach more than 50,000 young people and families through a network of local service providers. To read the media release, please visit [http://www2.oaklandnet.com/OAK061318](http://www2.oaklandnet.com/OAK061318). For more information, please contact Mona Shah, Interim Health and Human Services Program Planner, at mshah@oaklandnet.com or (510) 238-2360.

**Veterans Day Dinner Dance** – On Friday, November 11, deFremery Recreation Center, located at 1651 Adeline Street, and the National Coalition of Black Veteran Organizations will honor Oakland veterans with a dinner dance from 5:30 to 8:30 p.m. Entertainment for the evening will include live music by the West Coast Blues Society and the premiere of “Finding Our Places,” a documentary produced by videographer Diane Williamson, which examines the history of Oakland and its community of veterans. Following the screening, the deFremery Recreation Center will present its first Citizen Veteran Advocate of the Year award acknowledging veteran service providers in the community. To read the media release for the event, please visit [http://www2.oaklandnet.com/OAK061360](http://www2.oaklandnet.com/OAK061360). While this is a free event, event planners request that guests R.S.V.P. to ensure an accurate meal count. Please contact Valorie Winn, Recreation Center
Restorative Justice Week 2016 – During the week of November 14, the City of Oakland will celebrate Restorative Justice Week. Long a leader in the restorative justice movement in the United States, Oakland is home to a number of organizations that will be holding a series of free events during Restorative Justice Week 2016 (RJW 2016). These events will educate the community about restorative justice and its applications. Restorative justice is a philosophy and an approach that views crime and conflict as harm done to people and relationships. It is a non-adversarial, non-retributive approach to justice that emphasizes healing in victims, accountability of offenders and the involvement of citizens in creating healthier, safer communities. In Oakland, restorative justice has been successfully applied in a variety of contexts including the justice system, schools, organizations, the workplace, families, communities and other arenas. The goal is to reach meaningful, satisfying and fair outcomes through inclusion, open communication and truth. For a roster of events to be held throughout the week, please visit http://bit.ly/2f62ARM. You can also follow RJW 2016 on Twitter at www.twitter.com/restorativeoak, Instagram at www.instagram.com/restorativeoakland/ and Facebook at www.facebook.com/restorativeoak/. For more information, please contact Lauren Brown at lbrown@communityworkswest.org or (510) 268-8116.

City Receives FEMA Grant Funding to Launch Seismic Retrofit Programs – On Monday, October 10, the City of Oakland received notice that it has secured more than $360,000 in Phase I grant funding from the Federal Emergency Management Agency (FEMA) to develop two seismic retrofit programs: (1) the Earthquake-Safe Homes Program for owner-occupied, single-family homes and (2) the Safer Housing for Oakland Program for soft-story apartment buildings. If the retrofit programs are approved by FEMA after Phase I, the City will be eligible for $5.4 million in Phase II grant funding for engineering and construction activities. As the programs are being developed, the City encourages interested owners of eligible properties to complete and submit a pre-application questionnaire by Monday, December 19. The survey for owners of owner-occupied, single-family homes (the property must be a single family home or 2-4 units and must be the primary residence of the homeowner) is available for download in English, Chinese, Spanish and Vietnamese at http://bit.ly/2fen52N. The survey for owners of soft-story apartment buildings (the apartment building must be five or more units, have two or more stories, have been built before 1991 and have a “soft story” – typically a ground floor with a parking use or large storefront windows underneath a habitable second story) is available for download in English, Chinese, Spanish and Vietnamese at http://bit.ly/2esnoEH. Interested owners will be contacted in January 2017 with program guidelines and invited to submit a full application for seismic retrofit grant funding. For more information, please visit www.oaklandnet.com/homeretrofit or contact Residential Lending and Rehabilitation Services at residentiallending@oaklandnet.com or (510) 238-3909.

Science Field Trip For Oakland Teachers At Lake Merritt – On Tuesday, October 18, 24 Oakland Unified School District teachers participated in an afternoon of networking and exploring the education programs that make use of Oakland’s unique urban Lake Merritt. Parks & Recreation’s Sailing into Science, a school-year boating program, was highlighted as a quality and affordable field trip for Oakland schools along with the Rotary Nature Center’s programs and resources. The event was held in partnership with Community Resources for Science, Lake Merritt Boating Center,
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Rotary Nature Center and the Junior Center for Art and Science. For more information, please contact Laura DeFelice, Recreation Leader II, at ldefelice@oaklandnet.com or (510) 238-2196.

Town Hall Meeting On Park Noise Ordinance Amendment – On Wednesday, November 16, Oakland Parks & Recreation will host a Town Hall Meeting from 6:30 to 8:30 p.m. at Mosswood Recreation Center, 3612 Webster Street. Members of the public are encouraged to attend and provide feedback on the proposed amendment to sound levels allowed in City parks. The proposed amendment to Oakland Municipal Code, Section 12.64.120-Park noise regulation, will be reviewed. To view the current ordinance, please visit http://bit.ly/2fFZ843. For more information, please contact Gail McMillon, Program Coordinator, at gmcmillion@oaklandnet.com or (510) 238-3186.

Annual Thanksgiving Dinner – On Tuesday, November 22, the City of Oakland’s Human Services Department, Oakland/Alameda Community Action Partnership, Communities United Committee and the Emergency Food Providers Advisory Committee invite you to participate in their 25th Annual Thanksgivng Dinner event being held at the Oakland Marriott City Center. Two-hour shifts are available for volunteers to assist with all aspects of the event, including meeting and greeting clients, serving meals, assisting with paperwork and giving away coats. More than 300 volunteers are needed for the event. To volunteer, please contact Gesunda Royal-Shipp, Event Volunteer Coordinator, at (510) 238-2077. The Annual Holiday Dinner also accepts donations. Just $19 will provide a meal for one guest and $75 feeds a whole family. Donations can be made via check payable to the City of Oakland Hunger Program and mailed or delivered to Phyllis Turner, Human Services Department, 150 Frank H. Ogawa Plaza, Suite 4340, Oakland, CA 94612. Donations to the City of Oakland Hunger Program are tax deductible. The tax identification number is 94-6000384. For more information on the Annual Holiday Dinner, please contact Phyllis Turner, Administrative Assistant, at pturner@oaklandnet.com or (510) 986-2721.

File Your Business Taxes, Rent Adjustment Program Fee Online – Beginning Monday, January 2, business owners may file business tax returns and Rent Adjustment Program fees online. The site, once launched, will be accessible at www.ltss.oaklandnet.com. No more paper returns. No more long lines. No more waiting for the tax certificate to arrive in the mail. Business owners will be able to pay taxes and print their certificates online. The Web application will accept payments by Visa, Master Card, Discover and e-check. Using the Web portal, the public will also be able to search the business database online to verify that a business has a valid business tax certificate. Beginning in April 2017, business owners will be able to register new businesses online, and the City will begin accepting remittance of parking taxes, utility user taxes, transient occupancy taxes and business improvement district fees via the Web. For more information, please contact Marissa Wheeler at mwheeler@oaklandnet.com or (510) 238-7468 or Evelyn Parodi at eparodi@oaklandnet.com or (510) 238-7024.

OPR Thanksgiving Break Camps – During the week of November 21, Oakland Parks & Recreation (OPR) will host day camps at various recreation centers. Lunch will not be provided at these camps.

- Monday, November 21 to Tuesday, November 22, 8:00 a.m. to 6:00 p.m.
- Wednesday, November 23, 8:00 a.m. to 2:00 p.m.
- Ages: Kindergarten to grade 5; Camp Fee: $65
Allendale Recreation Center, 3711 Sutter Street, (510) 535-5635

- Monday, November 21 to Wednesday, November 23, 9:00 a.m. to 5:00 p.m.
  Ages 5 to 12; Camp Fee: $40
  Arroyo Viejo Recreation Center, 7701 Krause Avenue, (510) 615-5755

- Monday, November 21 to Wednesday, November 23, 8:00 a.m. to 5:30 p.m.
  Ages 5 to 13; Camp Fee: $60
  Bushrod Recreation Center, 560 59th Street, (510) 597-5031

- Monday, November 21 to Wednesday, November 23, 7:30 a.m. to 6:00 p.m.
  Monday, November 28 to Tuesday, November 29, 7:30 a.m. to 6:00 p.m.
  Ages 5 to 12; Camp Fee: $20 per day
  Carmen Flores Recreation Center, 1637 Fruitvale Avenue, (510) 535-5631

- Monday, November 21 to Wednesday, November 23, 7:30 a.m. to 6:00 p.m.
  Ages 4 to 12; Camp Fee: $35 per day
  Dimond Recreation Center, 3860 Hanly Road, (510) 482-7831

- Monday, November 21 to Wednesday, November 23, 8:00 a.m. to 6:00 p.m.
  Ages 5 to 13; Camp Fee: $60
  Franklin Recreation Center, 1010 E. 15th Street, (510) 238-7741

- Monday, November 21 to Wednesday, November 23, 8:00 a.m. to 5:30 p.m.
  Ages 5 to 12; Camp Fee: $75
  Manzanita Recreation Center, 2701 22nd Avenue, (510) 535-5625

- Monday, November 21 to Wednesday, November 23, 8:00 a.m. to 6:00 p.m.
  Ages 5 to 12; Camp Fee: $135
  Montclair Recreation Center, 6300 Moraga Avenue, Oakland (510) 482-7812

- Monday, November 21 to Wednesday, November 23, 9:00 a.m. to 5:00 p.m.
  Ages 5 to 11; Camp Fee: $75
  Mosswood Recreation Center, 3612 Webster Street, (510) 597-5038

- Monday, November 21 to Wednesday, November 23, 7:30 a.m. to 6:00 p.m.
  Ages 5 to 13; Camp Fee: $105
  Studio One Recreation Center, 365 45th Street, (510) 597-5027
Visit OPR’s Facebook page at https://www.facebook.com/oakparkrec/. For more information, please contact Tiffany Jimenez, Office Assistant II, at t jimenez@oaklandnet.com or (510) 238-3498.

27th Street Broadway Shuttle Out Of Service Until Late 2018 – Through approximately late 2018, the 27th Street stop on the popular Broadway Shuttle service will be out of service to accommodate construction on a nearby housing project. During this time, the final north-bound stop will be 25th Street. Service hours for the City of Oakland’s iconic “Free B” Broadway Shuttle will remain Monday to Thursday from 7:00 a.m. to 10:00 p.m., Friday from 7:00 a.m. to 1:00 a.m. and Saturday from 6:00 p.m. to 1:00 a.m. The shuttle’s weekday hours were extended in 2014 and provide a great way for workers and visitors to journey through downtown, especially as we enter winter with wet, windy weather. Launched in August 2010 as an economic development tool to attract major employers and provide a boost to local businesses, the Free B provides “last-mile” connections to office buildings and local businesses from major downtown transit systems. The “Free B” surpassed four million passenger trips, and annual ridership is on pace to exceed 700,000 this calendar year. To read the release, please visit http://www2.oaklandnet.com/OAK061276. For more information, please visit www.Bshuttle.com or contact Zach Seal, Broadway Shuttle Manager, at zseal@oaklandnet.com or (510) 238-2937.

International Trade Consulate Luncheon And Business Expo – On Thursday, November 10, the East Bay Economic Development Alliance will hold the International Trade Consulate Luncheon and Business Expo from 11:00 a.m. to 2:00 p.m. at the Oakland Marriott City Center, 1001 Broadway. The International Trade Consulate Luncheon is designed to cultivate and strengthen the East Bay Region’s relationships with the 20 Bay Area Consulate offices and international business providers to increase trade or investment opportunities in the East Bay area. The event includes a Business Expo where the City of Oakland will have an information table about our Sister Cities Program, Economic Development services and Foreign Trade Zone. The event will include a luncheon featuring a panel on international business development opportunities for East Bay businesses. The City of Oakland is a member of the East Bay Economic Development Alliance, an association of Alameda County and Contra Costa County cities involved in economic development. For more information, please contact Aliza Gallo, Economic Development Manager, at agallo@oaklandnet.com or (510) 238-7405.

Learn How To Build A Website At The Library – On Saturday, November 5, at 3:00 p.m., a free class on creating a website will be offered at the Lakeview Branch Library, 550 El Embarcadero. Participants will learn how to use WordPress, a free, easy-to-use web software that makes it possible to set up your own website. No programming expertise is needed, and you can even choose a personalized domain name. It’s perfect for bloggers or small businesses. In this one-hour introductory course, you can get your site up and running using available themes and templates, and you will have the ability to modify and improve your site on your own. For more information, please contact Michelle Rosenthal, Branch Manager, at mrosenthal@oaklandlibrary.org or (510) 238-7344.

RFP, RFQ Opportunities – In October and November, a variety of formal Request for Proposals (RFPs) and Request for Quotations (RFQs) from the City of Oakland will close.
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<td>Thursday, November 17, 2:00 p.m.</td>
<td>6293 - RFP for Landscape Architectural Services at Estuary Park Renovation and Expansion Project. The Project Delivery Division of the City of Oakland’s Public Works Department (OPW) is issuing a Request for Proposals (RFP) for full landscape design &amp; engineering services for the renovation of Estuary Park site. The park is located at 5 Embarcadero along the Oakland waterfront. The design team shall assist the City in conforming to land use requirements and funding obligations. Services may include, but are not limited to, the following: site surveys, site and structure evaluations, ADA and code analysis, plan, prepare materials for and facilitate stakeholder meetings and public outreach/ community meetings, prepare permit applications, grant application support, schematic design, design development, construction documents, cost estimating, construction support and construction close-out support. A consultant team may consist of: Landscape architect, architect, structural engineer, geotechnical engineer, civil engineer, hydrological engineer, traffic engineer, electrical engineer, surveyor, cost estimator, Bay Friendly rater and others to achieve the City’s goals, grant, land use and City program requirements. The team will be required to collaborate with a public artist and Public Art program staff.</td>
<td>Alison Schwarz, Oakland Public Works <a href="mailto:aschwarz@oaklandnet.com">aschwarz@oaklandnet.com</a></td>
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<td>Tuesday, November 22, 2:00 p.m.</td>
<td>6309 - RFQ for PS to Provide Consulting, Planning and Implementation svc for PATH St.</td>
<td>Kennedy Solomon, Human Services Department</td>
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This Request for Qualifications (RFQ) is being issued by the City of Oakland to identify qualified firms, project teams or individuals (contractor) and solicit bid proposals to provide consulting, planning and implementation services in support of the City of Oakland PATH Strategy for 2017-2021.

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<td>Thursday, December 1, 2:00 p.m.</td>
<td>6292 - (NTB) C490610 High Street, Courtland Avenue and Ygnacio Avenue Intersection Improvements City Project No. C490610, Federal Project No. ATPL-5012(135). The proposed work consists, in general, of improvements to High Street, Courtland Avenue and Ygnacio Avenue Intersection. Said work consists of, but is not limited to, installation of raised median, pedestrian refuge, curb extension and/or extended sidewalks, ADA curb ramps, bicycle detection and symbols, pedestrian countdown heads, signage, landscaping, biofiltration measures, pavement marking and striping, traffic lanes realignment, new traffic signals, new roadway paving and other work specifically shown on the plans or included in the specifications and these special provisions.</td>
<td>Nadar Rabahat, Oakland Public <a href="mailto:WorksNRabahat@oaklandnet.com">WorksNRabahat@oaklandnet.com</a></td>
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<td>Monday, December 5, 4:00 p.m.</td>
<td>6279 - RFQ for Outreach Information and Consultation Services for Small Residential Rental Property Owners “Landlords”. The City of Oakland’s Rent Adjustment Program seeks qualifications from business or non-profit entities or collaborative to provide outreach, information and consultation services to small residential rental property owners (having 15 or fewer residential rental units).</td>
<td>Connie Taylor, Housing &amp; Community Development <a href="mailto:DepartmentCTaylor2@oaklandnet.com">DepartmentCTaylor2@oaklandnet.com</a></td>
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units) in Oakland regarding landlord rights and requirements under Oakland’s rent laws. The services include, but are not limited to, conduct outreach and provide regular informational workshops and one-on-one consultation to the targeted population.

Wednesday, December 14, 2:00 p.m.  
6307 - RFP for Walk This Way: Broadway/Webster Transformation Project. The City of Oakland invites talented, experienced, multidisciplinary Design Teams to submit qualifications and a conceptual design and community engagement approach to transform the areas around, under and through Broadway and Webster Street underpasses of the I-880 Freeway into a walkable, inviting passageway between Downtown Oakland and the waterfront that blends high-quality urban design, traffic calming improvements, crime prevention through environmental design, lighting, public art, vegetation and other landscaping elements.

Christina Ferracane, Planning & Building Department  
cferracane@oaklandnet.com

For more information on contracting opportunities, please visit http://bit.ly/1iAJvbd or contact Dasco Munoz, Contracts and Compliance, at dmunoz@oaklandnet.com or (510) 238-3970.

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

- Application Developer III (Open and Restricted)

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