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MEMORANDUM

TO: HONORABLE MAYOR &
CITY COUNCIL

FROM: Sabrina B. Landreth

SUBJECT: City Administrator's Weekly Report

DATE: December 16, 2016

INFORMATION

With the legislative recess, the next edition of the City Administrator's Weekly Report will be published on January 6, 2017.

Following are the key activities to be highlighted this week:

Upcoming Holiday Closures – On Monday, December 26 and Monday, January 2, the City of Oakland's administrative offices will be closed in observance of the Christmas Day holiday and the New Year's Day holiday. While the City's administrative employees are out of the office, if a situation arises that requires more staffing, the City has a plan in place to call in additional resources. Police, fire and emergency services are not affected during the holiday. To read the media release for specific service impacts, please visit <http://www2.oaklandnet.com/w/OAK061925>.

Annual Holiday Food Drive – Through Friday, December 23, the City of Oakland is holding its Annual Holiday Food Drive. The Alameda County-Oakland Community Action Partnership (AC-OCAP), in partnership with Alameda County Community Food Bank, is coordinating the food drive. The Alameda County Community 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 lobbies at the following locations:

- City Hall, 1 Frank H. Ogawa Plaza
- Wilson Building, 150 Frank H. Ogawa Plaza – 1st Floor Lobby & 4th Floor Lobby
- 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
- 7101 Edgewater Drive – OPD Dispatch, Building 2 and Building 4
- 5050 Coliseum Way

The food collection barrels will be picked up the week of December 19 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.

Library's Winter Bingo Gives Children, Families Chance To Read And Play During School Break – On Saturday, December 17, the Oakland Public Library will begin its third annual Winter Bingo game. Winter Bingo encourages children in grades Kindergarten to 5th, and caregivers of younger children and babies, to do activities that stimulate literacy and learning. Any child or caregiver may come by any Oakland Library location between Saturday, December 17 and Saturday, January 14 for a free bingo card. Each space on the Bingo card has an activity the child can try to complete and then cross off. Participants who return to the library with a bingo card with five activities in a row crossed off before January 14 can select a free paperback book to keep, as a prize. Activities include direct reading activities such as “Listen to a story” or “Read about your favorite thing” as well as social activities such as “Make someone laugh” or “Bring a friend to the library,” and active play such as “Dance” or “Play outside.” Activities for caregivers to do with babies and preschoolers include “Make up a song” and “Ask your child to turn the page.” Bingo cards will be available at all library locations and distributed to partner organizations, and are available in Spanish, Chinese and English. For more information, please contact Nina Lindsay, Supervising Librarian for Children's Services, at nlindsay@oaklandlibrary.org or (510) 238-6706.

Library Announces Free Unlimited Access To The New York Times Online For Patrons – On Monday, December 12, the Oakland Public Library (OPL) announced that it is now offering free access to *The New York Times* Digital Edition to its patrons. OPL has taken an institutional subscription that allows patrons within the library (on library computers or the library's WiFi network) unlimited access to all *The New York Times*' content found on NYTimes.com. In addition, OPL has a limited number of 72-hour passes that can be used outside of the library. Without a subscription, NYTimes.com readers quickly hit a monthly limit and a paywall. With this new offering from OPL, readers can read all the news they want without paying a dime. However, the library's subscription does not include the Times' crossword puzzle. Information and instructions can be found at www.oaklandlibrary.org/NYTimes. You can see a full list of the library's digital resources at www.oaklandlibrary.org/eResources. To read the media release, please visit <http://www2.oaklandnet.com/OAK061867>. For more information, please contact Mana Tominaga, Supervising Librarian, at mtominaga@oaklandlibrary.org or (510) 238-6611.

Rebuild Mosswood: Envision The Future – On Saturday, December 10, from 12:30 to 2:30 p.m. Oakland Parks & Recreation (OPR) and Public Works departments hosted Rebuild Mosswood: Envisioning the Future at Mosswood Park, 3612 Webster Street. Despite soggy conditions, there was a strong community turnout demonstrating the importance of the center and the commitment to rebuilding the facility. More than 125 participants heard updates from City officials and then took part in an engagement process to share their vision for the “new” Mosswood Community Center. If you could not attend the meeting, please be sure to join the conversation on [Mosswood Recreation Center's Facebook page](#). The Oakland Parks and Recreation Foundation established a “Rebuild Mosswood” account to receive tax-deductible donations. Donations are intended to be used to support rebuilding efforts for Mosswood, including covering costs that exceed available insurance as well as amenities that the community may desire adding to the park. To make a donation, please visit www.oaklandparks.org or call (510) 465-1850. For more information about

the event, please email parksandrec@oaklandnet.com or call (510) 238-PARK (7275).

Fire At 1315 31st Avenue – On Friday, December 2, a tragic fire claimed the lives of 36 victims. Within minutes of the first call to dispatch, crews from the Oakland Fire Department arrived and the incident quickly went to a three alarms. The fire was deemed under control at 4:36 a.m. on Saturday, December 3. We continue to extend condolences to the families and friends who have received the tragic news of losing loved ones in the 31st Avenue warehouse fire. During the height of the response to extinguish the fire, there were 16 units on scene and 77 fire fighters. During this response phase, the Oakland Fire Department received mutual aid from the City of Alameda Fire Department and the Alameda County Fire Department. During the recovery phase, personnel from the Oakland Fire Department; Oakland Police Department; Oakland Public Works Department; Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF); Alameda County Sheriff's Office; Cal OSHA; Alameda County Search and Rescue; Fremont Fire Department; Hayward Fire Department; East Bay Regional Park District's Fire Department; Contra Costa County Fire Protection District and San Ramon Valley Fire Protection District conducted the painstaking work of recovering the victims from the scene of the fire. At times, debris removal progressed by bucket brigade. Due to severe damage to the building, sections of the building needed to be shored-up to provide safe entry for recovery teams. Recovery efforts continued around-the-clock and required the use of heavy equipment. At one point, electrical lines had to be de-energized to allow use of a large crane. Thanks to careful planning, at its height, the planned power outage impacted only 12 residential and commercial customers. On the morning of Wednesday, December 7, search and recover efforts at 1315 31st Avenue were concluded. A secondary search by recovery personnel and cadaver dogs was made and returned no additional victims. From Saturday, December 3, through Wednesday, December 7, a Family Assistance Center was in operation at the Alameda County Sheriff's facility, 2425 E. 12th Street. The center comforted and assisted family members and friends looking for loved ones with grief counseling and other services. Representatives from Alameda County Behavioral Health Care Services, Alameda County District Attorney's Victims Support Division and the City of Oakland joined in partnership with volunteers and staff from the American Red Cross in providing support to families and friends of the fire victims. On Monday, December 5, Alameda County District Attorney Nancy O'Malley shared the details of the launch of her office's criminal investigation into the fire. The District Attorney's Office activated the criminal investigation teams and is actively looking at this with all of the other law enforcement partners. On Thursday, December 8, the proclamation of a Local Emergency by the Oakland City Administrator was ratified by the Oakland City Council during a special meeting. The local emergency, which was, proclaimed on Tuesday, December 6, is an important step in recovery for the City of Oakland and our community. Under the [California Disaster Assistance Act](#), the City of Oakland may be eligible for reimbursement of up to 75 percent of qualifying response and recovery expenses related to the 31st Avenue Fire. Generally, these include labor, equipment, materials and other expenses related to extinguishing the fire and recovering the victims from the scene. The Oakland Fire Department's Emergency Management Services Division will be developing an initial damage estimate to provide to the Governor's Office of Emergency Services (Cal OES) for consideration for California Disaster Assistance Act funding. Staff from the Economic & Workforce Development Department has distributed the [Estimated Disaster Economic Injury Worksheet for Businesses](#). Artists who may have operated a business in the 1315 31st Avenue warehouse may be eligible for SBA loans, and are encouraged to contact Aliza Gallo,

Economic Development Manager, at agallo@oaklandnet.com or (510) 238-7405. At a press conference on Tuesday, December 13, the Bureau of Alcohol, Tobacco, Firearms and Explosives, or ATF, and the Oakland Fire Department shared that they have concluded the on-scene investigation for the 31st Avenue Fire. Throughout the District Attorney's Office's criminal investigation and the Oakland Fire Department's scene investigation, ATF has assisted by providing their fire expertise and assisting with witness interviews. All of the scene information has been gathered and analysis of the information will continue. The Oakland Fire Department will prepare the final report of the scene investigation. ATF and Oakland Fire Department's findings will be submitted to the District Attorney's Office in support of their ongoing criminal investigation. Alameda County District Attorney Nancy O'Malley explained that her office's criminal investigation is ongoing. The District Attorney's office continues to ask any witnesses with information about the fire or the warehouse to come forward to assist with the investigation. She also shared information with the public about how those impacted by the fire could access victim witness support available through the DA's Office. The District Attorney thanked the Red Cross for its ongoing support of victims, their families and those displaced by the fire. Members of the Red Cross team provided information on where those impacted by the fire could continue to access support being provided by the agency. As of the time of this report, the cause of the fire has not been identified. For more information, please visit <http://www2.oaklandnet.com/OAK061753>.

Sixth Annual Oakland Youth Poet Laureate Competition Getting Started – Sunday, February 5, is the deadline to enter the 2017 Oakland Youth Poet Laureate Competition. The Oakland Public Library, in partnership with Youth Speaks, has announced that applications are now being accepted for the 6th Annual Oakland Youth Poet Laureate program. Oakland youth between the ages of 13-18 are encouraged to apply. The winning young poet will represent and serve the city for one year as the Youth Poet Laureate. More than a contest, though, this program connects young Oakland poets to each other and to adult mentors. The chosen Oakland Youth Poet Laureate will receive a \$5,000 college scholarship and serve as City ambassador for literacy, arts and youth expression. Finalists and Honorable Mentions have opportunities to perform and network with peers and leaders across the Bay Area. Finalists will be announced in April. The 2017 Oakland Youth Poet Laureate will be named on Sunday, May 21, during the Oakland Book Festival in downtown Oakland. Interested youth, parents and teachers can learn more and apply online at www.youthspeaks.org. For more information, please email oaklandpoets@youthspeaks.org, or contact Lana Adlawan, Teen Services Coordinator, at ladlawan@oaklandlibrary.org or (510) 238-7613.

OPR Winter Break Camps – During the weeks of December 19 and December 26, Oakland Parks & Recreation (OPR) will host day camps for youth. Participating recreation sites include Allendale, Arroyo Viejo, Bushrod, Carmen Flores, deFremery, Dimond, Franklin, Redwood Heights and Studio One Art Center. For camp details, please visit <https://www.facebook.com/oakparkrec/>, www.oaklandnet.com/parks or call your local recreation center. For more information, please contact Tiffany Jimenez, Office Assistant II, at tjimenez@oaklandnet.com or (510) 238-7275.

2017 Alameda County Homeless Census And Survey – On Tuesday, January 31, a homeless count for unsheltered people will be conducted. Known locally as EveryOne Counts!, the point-in-

time count of individuals and families experiencing homelessness records the number of people staying in shelters and transitional housing on a given night in late January each year and estimates the number of people who are unsheltered, living outdoors on that same night every two years. Conducting a Count is a requirement of receiving federal homeless assistance funds for the City of Oakland. There will be training for all volunteers. If you are interested in participating in the count or to learn more about the volunteer commitment, please visit <http://bit.ly/2gXCbsV>. For more information, please contact Stevan Alvarado, Program Analyst, at (510) 238-7753.

Clay Street Garage Closes – On Friday, December 2, the public parking garage located in downtown Oakland at 1414 Clay Street between 14th and 16th streets closed indefinitely. That Friday was the last day of visitor parking at the Clay Street Garage. The decision to shutter the 55-year-old facility was made after a recent condition assessment, which raised safety concerns. The potential dangers in a major seismic event were deemed too great to risk keeping the facility open. Motorists visiting City offices will have a variety of parking options to consider. For a map of other parking facilities in the area, visit <http://www2.oaklandnet.com/Parking/index.htm#Garages>. The Dalziel Garage, located in the basement of 250 Frank H. Ogawa Plaza and accessible from 16th Street between Clay Street and San Pablo Avenue, will serve the daytime, evening, late night, weekend and special event parking needs of visitors to Oakland's civic center. As had been the case at the closed garage, the Dalziel Garage will offer free parking on Saturdays year-round. Resources currently used to staff the Clay Street Garage, including on-site security from sunset to close, will be redeployed to the Dalziel Garage. To read the media release, please visit <http://www2.oaklandnet.com/w/oak061707>. For general inquiries about parking availability and pricing, please contact City of Oakland Parking Partners at (510) 874-7170 or visit their office located at 1250 Martin Luther King Jr. Way.

Free 2016 Holiday Parking – Saturdays through December 31, the City of Oakland is offering free parking to encourage shoppers to get out and explore the plethora of local shopping options – including hundreds of locally owned, indie shops throughout Oakland's 40 neighborhood shopping districts. On Saturday, December 17; Saturday, December 24 and Saturday, December 31, the City of Oakland is offering free parking at meters on streets 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 at least one block away from the original 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 21. Motorists should note and follow the maximum time limits posted. Shoppers should also note that, unlike some neighboring cities, parking at street meters in Oakland is free on Sundays. To read the media release, please visit <http://www2.oaklandnet.com/OAK061588>. For more information on holiday shopping in Oakland, please visit www.oaklandgrown.org. For a roster of festive holiday celebrations held by Oakland merchant organizations and community groups, please visit www.oaklandnet.com/celebrations. For a roster of the four participating City-owned lots and four participating City-owned garages, please visit www.oaklandnet.com/parking.

Minimum Wage Increase – Effective Sunday, January 1, Oakland's Minimum Wage goes up to \$12.86 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 Thursday, December 15, employers were required to provide notice to employees and prominently display posters on the new Minimum Wage;
- On Sunday, January 1, 2017, the Minimum Wage rate goes up 31¢ to \$12.86; 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 by our partners are:

- Monday, December 19, 10:00 to 11:30 a.m. (Spanish)
2017 Updates: Minimum Wage, Paid Sick Leave & Service Charges
Oakland City Hall, Hearing Room 1, 1 Frank H. Ogawa Plaza
Presented by Wendel Rosen Black & Dean LLP

Monthly Walk-In Workers' Rights Legal Clinics are held by the City's partner, Centro Legal de la Raza, 3400 E. 12th Street, on the third Wednesday of each month from 9:00 a.m. to Noon. During these clinics, individual consultations with Centro Legal attorneys are available on a first-come, first-served basis. The next clinic will be held on Wednesday, December 21, from 9:00 a.m. to Noon. Other workers' rights clinics are by appointment only. Call Centro Legal de La Raza at (510) 437-1554. For more information, please visit www.oaklandnet.com/minimumwage or contact the Contracts & Compliance Office at minwageinfo@oaklandnet.com or (510) 238-6258.

Main Library Offers Introduction To Python Programming For Teens – On Tuesday, December 20, the Main Library's TeenZone, 125 14th Street, is offering a workshop for students with no previous experience in programming. Learn the basic concepts of Python language, string manipulation, arithmetic/logic operations, loops, lists and more. For more information on the curriculum, please visit www.mathandcoding.org. Space is limited to nine students, so register now by calling (510) 238-7332. This class will be conducted in two sections, from 11:00 a.m. to 1:00 p.m. and from 2:00 to 4:00 p.m. For more information, please contact Lana Adlawan, Teen Services Coordinator, at ladlawan@oaklandlibrary.org or (510) 238-7613.

American Red Cross Lifeguard Training Class – From Monday, December 19 to Thursday, December 22, Oakland Parks & Recreation (OPR) is hosting an American Red Cross Lifeguard certification class open for those 15 and older. The class runs from 9:00 a.m. to 5:00 p.m. each day

and costs \$190 for Oakland residents or \$225 for non-residents. The registration fee can be reimbursed if you are hired by OPR Aquatics and upon completion of 200 worked hours. The training class will take place at Temescal Pool, 371 45th Street. For more information and to register, please contact William Davis, Jr., Aquatics Specialist, at wdavisjr@oaklandnet.com.

Dimond Branch To Close Temporarily For Renovation – On Friday, December 23, the Dimond Branch Library, 3565 Fruitvale Avenue, will close temporarily for a renovation project. The branch is scheduled to reopen in May 2017. The renovation project consists of a “makeover” of the first floor to better serve patrons, with distinct program areas and comfortable seating. New furniture will be purchased, as will a new information desk and self-check machines. The project is funded entirely by donations and foundation grants. If patrons have items on hold with Dimond Branch designated as the pick-up location, the location will automatically change to the César E. Chávez Branch Library, 3301 East 12th Street, Suite 271. The book drops at the Dimond Library will remain open during the closure and returned items will be checked in on a regular basis. For more information, please contact Mary Schrader, Supervising Librarian, at mschrader@oaklandlibrary.org or at (510) 238-6720.

Marian Van Der Zwaan's Red String – Through Saturday, December 31, *Red String*, a site-specific installation by Marian van der Zwaan, will be on display at Pro Arts, 150 Frank H. Ogawa Plaza, and in the adjacent Kahn's Alley. The installation was developed with support of Amnesty International in Portugal, and arrives at Pro Arts from Europe, as part of an international tour including site-specific installations in The Netherlands, Lithuania, Portugal and South Africa. Five kilometers, about three miles, of continuous red string has been threaded and woven through the interior and exterior of Pro Arts as well as Kahn's Alley and the Rotunda Building. The installation is a symbolic gesture meant to prompt critical dialogue on issues surrounding race and ethnic discrimination. For more information, please visit <https://proartsgallery.org/current/>.

Holiday Caroling On Lake Merritt – Through Friday, December 23, the Lake Merritt Boating Center is offering on-the-water tours launching from 568 Bellevue Avenue. Enjoy the Holiday Room with hot cider and cookies before beginning your voyage around Lake Merritt. Experience a unique view of Oakland as your Water Sleigh glides past the 18th Street Fountain & Holiday Cove before returning to the Boating Center. Times vary. The admission fee is \$6 per person or \$100 to reserve the whole boat for a private tour. To view the flyer, please visit www.sailoakland.com. For more information, please contact Sarah Herbelin, Boating & Outdoor Recreation Supervisor, at sherbelin@oaklandnet.com or (510) 238-2196.

Dunsmuir Holiday Tradition – On Saturdays and Sundays through December 18, Oakland Parks & Recreation invites you to step back in time and experience a turn-of-the-century Holiday Tradition at the Dunsmuir Hellman Historic Estate, 2960 Peralta Oaks Court. The event runs from noon to 4:00 p.m. The magnificent 16,000-square-foot, 37-room mansion will be transformed into a breathtaking masterpiece of an Edwardian holiday. Each room is adorned with elegant holiday trees, garland, antique furnishings and festive decorations to provide you with ideas for your own home decorations. Visitors can enjoy a snack at the Winter Café, while tackling their holiday shopping list with purchases from the Mansion Gift Shop. Families can begin the morning with Brunch with Santa, and afterwards enjoy games, face-painting and other activities. The Holiday

High Tea for adults and children is a special treat and wonderful way for families and friends to begin their own tradition and celebrate the holiday season. To read the media release, please visit <http://www2.oaklandnet.com/w/oak061449>. For event attractions and to purchase tickets, please visit www.dunsmuir-hellman.com. For more information, please contact Deborah Cooper, Estate Manager, at dcooper@oaklandnet.com or (510) 615-5555.

City Receives FEMA Grant Funding To Launch Seismic Retrofit Programs – Through Monday, December 19, the City of Oakland is encouraging interested owners of eligible properties to complete and submit a pre-application questionnaire for 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. 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 these two retrofit programs. 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. 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.

Upcoming City Of Oakland Job Announcements – During the week of December 19, the Human Resources Management Department (HRM) anticipates posting job announcements for the following position:

- Transportation Engineer
- Support Services Manager
- Neighborhood Services Coordinator (Selective Language Certification - Cantonese/Mandarin Language)

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>. For a roster of holiday events throughout the community, please visit www.oaklandnet.com/celebrations.

Respectfully submitted,

/s/

SABRINA B. LANDRETH
City Administrator