



City Manager's Weekly Update

August 29, 2012

UPCOMING MEETINGS

- 9/3** Labor Day Holiday
City Hall and
Libraries closed.
- 9/4** City Council Closed
Session, 5:00 p.m.,
City Manager's Large
Conference Room
- 9/4** City Council Meeting,
7:00 p.m.,
Council Chambers
- 9/7** Finance Committee
Meeting, 8:30 a.m.,
Council Chambers
- 9/10** City Council Work
Session - Cancelled
- 9/12** Facilities Committee
Meeting, 4:00 p.m.,
Council Chambers
- 9/13** Special City Council
Meeting, 7:00 p.m.,
Helen Lawrence South
Offices Conference Rm.
- 9/17** City Council Meeting,
7:00 p.m.,
Council Chambers
- 9/20** City/SLUSD Liaison
Committee Meeting,
4:00 p.m., Council
Chambers
- 9/24** City Council Work
Session, 7:00 p.m.,
Council Chambers
- 9/25** Rules and
Communications
Committee Meeting,
4:30 p.m.,
Council Chambers

To: City Council
From: Chris Zapata, City Manager

Mark Your Calendar

Police Department Open House (reminder)

Friday, September 7, 5:00 p.m. to 8:00 p.m., San Leandro Police Department, 901 East 14th Street

- Get to know the San Leandro Police Department (SLPD) on **September 7!** Tours of the SLPD facility will be provided every 20 minutes with tons of photo opportunities throughout the evening. There will be demonstrations from the Traffic Unit, K9 Unit, SWAT and Hostage Negotiations Team.
- Prizes will be awarded to the first 100 guests. Everyone is welcome!
- For more information, please contact Officer Tim DeGrano at 577-3248 or email tdegrano@sanleandro.org.

Chabot Park Disc Golf Community Outreach Meeting (flyer attached)

Saturday, September 8, 1:00 p.m., Chabot Park, Tee #1, Top of Estudillo Avenue and Sylvan Circle

- All Disc Golf Players are invited to this community meeting to discuss the game and review options for sign and tee placement.
- For more information, contact Recreation and Human Services Department Director Carolyn Knudtson at (510) 577-3466.

Family Bike Party (flyer attached)

Sunday, September 9, 2:00 p.m. arrival and check-in, Memorial Park, 1105 Bancroft Avenue

- San Leandro's first ever free Family Bike Party will take place on **September 9**.
- There will be music, bike decorating and a parade, as well as a bike rodeo and other activities at three great local parks: Memorial, Toyon and Halcyon. Review the attached flyer for more detailed information. This fun filled afternoon will begin at Memorial Park with bike repairing available from **noon to 2:00 p.m.**
- Bring your own picnic starting at 4:00 p.m. at Halcyon Park.

San Leandro By Design Event

Wednesday, September 19, 8:00 a.m. to 11:00 a.m., San Leandro Main Library Lecture Hall, 300 Estudillo Avenue

- Innovations in Housing – It's Time to Change!, another high quality thought provoking San Leandro By Design event is scheduled for **September 19**. The event is being produced by the San Leandro Chamber of Commerce and the City is an event sponsor.
- Learn about the latest in innovative housing types from leading architects, thinkers, builders and designers as they share their success stories and challenge us to think. Topics include Cohousing, Live-Work, Mixed Use, Micro Homes and Factory Built Energy Efficient Homes.
- Please notify Yolanda Carrasco if you would like to attend.

Council Information

Department of Finance Issues Determination on AB1484 Payment Dispute (letter attached)

- The California Department of Finance (DOF) provided a letter on August 28 indicating that they will not impose any penalties on the City or Successor Agency as a result of a disputed payment amount under Assembly Bill 1484.
- On July 9, the Successor Agency received a payment demand for \$6.6m, intended to recover any unspent dollars from the Redevelopment Agency's final tax increment remittance in January 2012. The payment was due on July 12. After adjusting for the share allocated to the Alameda County RDA for the Joint Redevelopment Project Area, San Leandro owed \$3.6m.
- Believing that the methodology behind the payment calculation was flawed, and that the 72-hour window to make payment did not allow adequate time for a dialogue with the DOF, San Leandro remitted a corrected payment of \$521,889.
- City staff provided documentation on how they arrived at the new payment amount, and provided all follow-up materials requested by the DOF. Additionally, two representatives from the DOF spent several hours at City Hall working with City staff to review financial records on August 9.
- The determination from the DOF is positive news in regard to potential penalties. Unfortunately, the letter also indicates that the DOF may not be able to issue a Finding of Completion (FOC) to the Successor Agency because they lack the authority to officially revise the payment amount. The FOC is needed by Successor Agencies in order to:
 - Re-authorize loans from a City General Fund,
 - Expend "stranded" bond proceeds that are not currently encumbered for a specific project, and
 - Prepare a property management plan.
- City staff does not believe that the FOC should be impacted now that the corrected payment of \$521k has essentially been justified. Staff will continue to work closely with the DOF to gain further clarification.

Correspondence From Other Agencies

San Leandro Unified School District (SLUSD) Swim Center, Track and Field Ground Breaking – August 30 (flyer attached)

- The SLUSD will be hosting a groundbreaking ceremony tomorrow, **August 30**, to kick-off its Swim Center, and Track and Field Project.
- RSVP to Robin Michel at (510) 667-6208 or email rmichel@sanleandro.k12.ca.us.

Alameda County Fire Department Press Conference September 6

- You are invited to attend and observe a joint Press Conference among the Alameda County, Livermore-Pleasanton, Fremont and Alameda Fire Departments for the unveiling of PulsePoint. PulsePoint is a revolutionary mobile phone application designed to support communities that are working to improve cardiac arrest survival rates through bystander performance and active citizenship.
- The Press Conference will take place on Thursday, **September 6**, 2012 at 1:30 p.m., at the Dublin Library Community Room, located at 200 Civic Plaza, Dublin, CA 94568.
- Speakers will include Alameda County Interim Fire Chief Demetrious Shaffer, Livermore-Pleasanton Fire Chief Jim Miguel, PulsePoint Board Member and San Ramon Valley Fire Protection District Fire Chief Rich Price, and Alameda County Health Care Services Agency Director Alex Briscoe.
- As the first collaborative effort of fire departments to create this customized app in the entire nation, your support of this event is integral to its success throughout the County.
- RSVP your attendance to Sue Beville by 5:00 p.m. on Tuesday, **September 4**, via email at sue.beville@acgov.org or phone (510) 618-3475.

San Leandro Post Office Offering Mail Merge Seminar (flyer attached)

Friday, September 7, 11:00 a.m., U.S. Post Office, 1777 Abram Court

- San Leandro's local main post office will be hosting an Every Door Direct Mail (EDDM) free seminar on **September 7**. They will be showing a video along with a presentation as to how residents and local business owners can message to the community in a very inexpensive manor and grow their business. This new mailing feature can also be used to generate revenue, as well as a tool to advertise lost animals and garage sales.
- Please contact Dina Flotte at (510) 483-2599 or email dina.g.flotte@usps.gov, as reservations are required.

San Leandro Recreation and Human Services Department invites

ALL INTERESTED *DISC GOLF PLAYERS*

To the Chabot Park **DISC GOLF** Community Outreach Meeting

When: Saturday, September 8, 2012

Time: 1:00 p.m.

Meeting Location: Chabot Park, Tee #1

Purpose: Review options for Sign and Tee placements that prevent injuries of non players and enhance play for participants.

Those that are not able to attend the meeting but would like input may contact Carolyn Knudtson, Recreation and Human Services Director, at 577-3466.



San Leandro's First Ever



Family Bike Party!



Sunday, September 9, 2012



Arrive and check in at 2:00pm

Memorial Park • 1105 Bancroft Avenue

leave from Memorial Park between 2:15 -2:30pm

Arrive, bike decorating and play from 3:00 - 3:45pm at

Toyon Park • 1500 Bancroft Avenue

Arrive, bike rodeo and family picnic at 4:00pm

Halcyon Park • 1245 147th Avenue

**Don't
miss out!!!**

12:00 - 2:00pm • Memorial Park

To help get your bike back on the road and provide a safe ride, THE BIKE MOBILE will be repairing and tuning up bikes for FREE for families participating in the Family Bike Party.

Don't miss out; first come, first served.

(Sponsored by Alameda County Safe Routes to School)

There will be music, bike decorating and a parade, a bike rodeo and other activities at three great local parks: Memorial, Toyon and Halcyon! Bring a picnic dinner in a back pack and plan on having your family dinner at the end of the ride at Halcyon Park! As parking is limited, you are encouraged to ride bikes to Memorial Park for the start!

Be sure to bring helmets, bike locks, sunscreen, snacks and a picnic dinner! Snacks will be available for purchase at Halcyon Park. For your safety and those around you, the following safety guidelines apply:

- **children under the age of 18 are required to wear a helmet**
- **road rules must be followed**
- **alcohol is not allowed**



Sponsored by the San Leandro Recreation and Human Services Department • 577-3462



DEPARTMENT OF
FINANCE
OFFICE OF THE DIRECTOR

EDMUND G. BROWN JR. ■ GOVERNOR

STATE CAPITOL ■ ROOM 1145 ■ SACRAMENTO CA ■ 95814-4998 ■ WWW.DOF.CA.GOV

August 27, 2012

Mr. Jeff Kay, Business Development Analyst
City of San Leandro
835 E. 14th Street, 1st Floor
San Leandro, CA 94577

Dear Mr. Kay:

This letter is a follow-up to our July 20, 2012 letter in which the Department of Finance (Finance) asked the Successor Agency (Agency) to submit information related to the July billing dispute.

Finance contacted the Agency on July 20, 2012, regarding a discrepancy between the amount the Agency was billed on July 9, 2012 by the County Auditor-Controller (CAC) pursuant to Health and Safety Code (HSC) section 34183.5 (b) (2) (A) and the amount the Agency subsequently remitted to them on July 12, 2012. In our letter, Finance requested that the Agency provide any information that would justify the underpayment by July 31, 2012.

Finance has completed its review of the material submitted and its assessment of the Agency's situation. While Finance does not have the statutory authorization to reduce the amount the Agency has been billed by the CAC, we do not intend to pursue either the civil penalties or the Sales and Use Tax offsets that may be levied when an Agency fails to pay the billed amount.

However, please be advised that pursuant to HSC section 34179.7, as a result of not paying the demand amount, Finance may be prohibited from issuing a Finding of Completion to the Agency. Receiving a Finding of Completion can allow a Successor Agency to do several things, including expend "stranded" bond proceeds for specified purposes, repay loans from the city to the former RDA that currently are not recognized as Enforceable Obligations, and transfer land to the city so that it may be used for the purposes identified in the original redevelopment plan.

We thank you for providing all requested information and for working cooperatively with our staff as they conducted their review. If you have any questions or concerns regarding this matter, please contact Justyn Howard, Assistant Program Budget Manager, at (916) 445-1546.

Sincerely,

STEVE SZALAY
Local Government Consultant

cc: County Auditor-Controller



San Leandro Unified School District

Please Join Us

Measure M Groundbreaking



San Leandro High School

Swim Center, Track & Field

2200 Bancroft Avenue

**Thursday,
August 30, 2012
at 4:30 p.m.**



Measure

M

Approved by San Leandro voters in 2010, Measure M is a \$50.1 million school facilities bond that is transforming our sports fields schools.

To RSVP, please email Robin Michel at rmichel@sanleandro.k12.ca.us or call her at 510.667.6208

EVERY DOOR DIRECT MAIL

Quick Reference

Enclosed are examples of Standard Mail® flats that can be used with Every Door Direct Mail® service. These show some of the ways you can reach every home, every address, every time. Below, you'll find guidelines on all qualifying dimensions and other requirements.



Mailing requirements.

All Every Door Direct Mail mailpieces must have the entire mailing label on the "top half" of the mailpiece. The orientation of the label, whether it's applied on the long or short side, does not matter (except that labels placed parallel to the shortest end must not be upside down). The shortest end will always be the top half of the piece. Length is always the longest side. See examples at left for accurate placement.

| |
|--|
| *****ECRWSEDDM**** Postal Customer City, State 5-Digit ZIP Code |
| *****ECRWSEDDM**** Residential Customer City, State 5-Digit ZIP Code |
| *****ECRWSEDDM**** PO Box Holder City, State 5-Digit ZIP Code |

Acceptable Every Door Direct Mail label options for entry at Business Mail Entry Units (BMEU):

- "Postal Customer" for all active deliveries (business and residential).
- "Residential Customer" for residential deliveries.
- "PO Box Customer" for PO Box™ deliveries.
- City, State, and 5-Digit ZIP Code™ are recommended but not required.
- "EDDM" must be included after "ECRWSS" on the label of pieces greater than 10.5" and up to and including 11.5" in length submitted at a BMEU.

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| PRSR STD U.S. POSTAGE PAID CITY, STATE PERMIT NO. XXX ECRWSS |
|---|

Every Door Direct Mail Indicia Example:

All mailpieces must contain "ECRWSS" in the address area **or** within **or** below the permit indicia.

| |
|--------------------------|
| Local Postal Customer |
|--------------------------|

Acceptable Every Door Direct Mail – Retail™ label options for entry at Post Office™ locations:

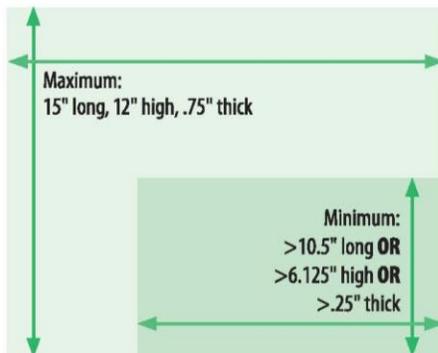
"Local Postal Customer" for active deliveries (residential and business).

| |
|---|
| PRSR STD ECRWSS U.S. POSTAGE PAID EDDM RETAIL |
|---|

Retail Indicia Example

Bundling at Retail:

When you submit Every Door Direct Mail, your pieces must be bundled with a facing slip. Recommended bundle size is 50 to 100 pieces. You must include the piece-count per bundle. Example: A 426-piece mailing could have eight bundles of 50 and one of 26.



Acceptable dimensions of a flat.

Rectangular with four square corners or finished corners that do not exceed a radius of .125". (A square is considered a rectangle.) Must be one of the following: More than 10.5" in length **OR** 6.125" in height **OR** .25" thick.

Cannot be more than 15" long, 12" high, and .75" thick.

Note: To be considered a flat, a mailpiece must exceed only one of the dimension minimums but be within all flat maximums; otherwise, it is a parcel. Minimum thickness is .007" (about three sheets of paper) and minimum height is 3.5".

Maximum weight of a flat at Retail.

3.3 oz. maximum weight when submitted at a local Post Office.

For more information, go to usps.com/everydoordirectmail

