



City Manager's Weekly Update

June 12, 2013

UPCOMING MEETINGS

- 6/17** City Council Closed Session, 5:30 p.m., City Manager's Large Conference Room
- 6/17** City Council Meeting, 7:00 p.m., Council Chambers
- 6/24** City Council Work Session, 7:00 p.m., Council Chambers
- 7/1** City Council Meeting, 7:00 p.m., Council Chambers
- 7/8** City Council Work Session, 7:00 p.m., Council Chambers
- 7/15** City Council Meeting, 7:00 p.m., Council Chambers
- 7/22** City Council Work Session, 7:00 p.m., Council Chambers
- August - City Council Recess**
- 9/2** **Labor Day Holiday. City Hall and libraries closed.**
- 9/3** City Council Meeting, 7:00 p.m., Council Chambers
- 9/9** City Council Work Session, 7:00 p.m., Council Chambers
- 9/16** City Council Meeting, 7:00 p.m., Council Chambers
- 9/23** City Council Work Session, 7:00 p.m., Council Chambers

To: City Council
From: Chris Zapata, City Manager

Mark Your Calendar

Annual Volunteer Recognition Event

Thursday, June 27, 3:00 p.m., Senior Community Center, 13909 East 14th Street

- Please save **June 27** for the City of San Leandro's Annual Volunteer Recognition. There will be light refreshments, cake and entertainment provided by Old Dudes Rock. This is a great opportunity to extend our gratitude to the dedicated volunteers who give countless hours to the City of San Leandro. Join us in appreciation of them and all that they do. They truly make San Leandro a great community. Thank you, volunteers!

Council Districts 1 and 2 Town Hall Meeting (flyer attached)

Thursday, June 27, 7:00 pm to 8:30 pm, Senior Community Center

- Please join Mayor Cassidy, Councilmembers Michael Gregory and Ursula Reed on **June 27** to discuss the following topics and other community issues:
 - Neighborhood Safety and Crime Prevention Initiatives
 - Major Economic Projects and Innovation Strategy
 - Major Transportation Projects and Condition of Roads

Council Information

Librarian Bill Sherwood Promoted to Administrative Analyst

- Library Services Director Theresa Mallon announced last week that Bill Sherwood has been promoted to the position of Administrative Analyst for the Library Department. Bill begins his new assignment June 16.
- Bill started working for the Library as a part-time librarian in 2002. Since then he has held several positions including: reference librarian for adult/youth services and senior librarian for adult services, digital branch services, and most recently the Manor Branch Library.
- His responsibilities will include circulation manager, facilities liaison, security, and digital services/IMS liaison.
- I know Bill will do a great job for the Library and the community we all serve. Please join me in congratulating Bill on his promotion into Library management.

Cost Recovery and Proposed Imposition of Liens (staff report attached)

- Chapter 1-12, Title 1 of the San Leandro Municipal Code is commonly known as the "Code Enforcement Ordinance."
- Section 1-12-600 of this Chapter allows for the recovery of the expenses associated with abatements along with any other recoverable costs after written report to the City Council stating such costs.

In addition to a copy of this report, which is attached, each of the parties involved will receive a written summary of the outstanding penalties and enforcement costs associated with their property. Should such costs remain outstanding; the City Staff will forward to the Finance Director a list of such properties so that the Director can place them on the Report of the Finance Director, Imposing Liens for Non-Payment of Charges. City Staff will also mail to each involved party the “Notice of Public Hearing” as required by City policy.

Transaction Ledger for May 2013 Monthly Investment Report (report attached)

- This monthly investment transaction report is being provided in compliance with the City of San Leandro Investment Policy reporting requirement
- The report contains a list of the City’s investment dispositions, acquisitions and other transactions that occurred during the month. All dispositions of securities this month were due to them maturing.

Council Follow-Up

East Bay EDA Holds Annual Strategic Planning Retreat

- San Leandro was well represented at the East Bay Economic Development Alliance (EDA) Board of Directors Retreat on June 6. The retreat featured a review of the EDA’s accomplishments in 2012-13 and break-out sessions to plan future efforts in the areas of marketing, infrastructure, and workforce development. Priorities for the coming year will incorporate the following recommendations from the break-out sessions:
 - *Marketing:* The EDA will continue to market the region with an emphasis on reaching a business audience within the Bay Area. Marketing messages will focus on the East Bay’s assets as well as specific characteristics and strengths of the member agencies. This work will include website and social media outreach as well as a continued presence at trade shows. The EDA will also explore opportunities to capitalize on Super Bowl L in Santa Clara.
 - *Infrastructure:* The EDA can play a key role in emphasizing the connections between transportation infrastructure and jobs. To date, many regional planning efforts have focused on housing without ample consideration of employment.
 - *Workforce Development:* The EDA can assist the region’s workforce development organizations by serving as a data clearinghouse, publicizing positive developments, and providing access to elected official and business leaders.
- The EDA recently announced the departure of Executive Director, Karen Engel and the appointment of Darien Louie as Interim Executive Director. A search for a permanent replacement is ongoing.

East Bay Economic Outlook Forecasts Continued Growth in the Region

- On May 28, Dr. Christopher Thornberg of Beacon Economics presented the 2013 East Bay Economic Outlook at an event sponsored by the East Bay EDA.
- The forecast calls for continued growth in employment although the pace may be slightly lower than in 2012. The leading growth sectors are projected to be retail trade, manufacturing, construction, financial activities, and information.
- Dr. Thornberg also projects sustained strength in residential real estate as prices continue to rebound from the great recession. Even with recent price increases, home affordability in the East Bay remains near an all-time high. He noted that reluctance of financial institutions to lend is the primary factor restricting even higher rates of growth.
- Copies of the East Bay Economic Outlook and a separate report on the East Bay Workforce have been delivered to the Council mailboxes. The reports can also be found online at the [East Bay EDA website](#).

Follow up from Chief Spagnoli on COPS grant/ meeting with Congresswoman Barbara Lee:

- On May 31, Len Simon, the City’s lobbyist, notified me that he was able to secure meetings with the New Interim Director of the COPS office and also Congresswoman Barbara Lee during my trip to Washington to present at the National Institute of Justice. The visit was perfect timing, since the deadline for the COPS grants was on June 4, and meetings with Len fell on June 5. The highlights of the discussion included the policing issues in San Leandro, the United for Safety Initiative (which Chief Spagnoli has discussed with the City Council and will be providing a more detailed update in July) and

increasing gun violence. In addition, we discussed the lack of mental health services in Alameda County with the Congresswoman.

- As reported in the last weekly, we recently learned that the COPS office offers grant waivers for the staffing grants, which would fund up to step one police officers for a three-year period and positions would need to be retained for one year thereafter. Staff was unaware of the waiver process when the COPS grant options were presented to Council. In discussions with the CM and ACM, it was decided that it was in the City's best interest to apply for the COPS Hiring Program (CHP) hiring grant (last minute) considering the funding availability if a waiver was approved by the COPS office. In addition, the COPS staffing grant awards for next year will only be pulled from the current applications (so we would not have the opportunity to apply for CHP grants next year). This is consistent with the process the year San Leandro received the award (we did not receive it during the first round of funding, but the second round).
- Finally, the COPS Office reported seeing a significantly lower number of requests for the CHP (staffing grants) compared to prior years (1,800 compared to 2,100 applicants), with a large number of requests for School Resource Officers (SRO). This will benefit our request, since the staffing grant San Leandro will be competing for has fewer applicants. Due to the limited time to apply for the grant, the department worked with a grant writer and successfully submitted two COPS grants by the due date of June 4. Council will be notified if we receive the grants for consideration to accept or decline the award. Chief Spagnoli has summarized the grant requests below.
 - **2013 COPS Community Policing Development (CPD) Grant**
 - Grant is valued at \$276,380 for two years. If accepted, it will fund the "United for Safety" campaign by hiring one full time Police Service Aid (salary and benefits over two years = \$197,220) to administer the program, as well as cover the cost of equipment, marketing materials and community banners (\$79,160).
 - **2013 COPS Hiring Program (CHP) Grant**
 - This is a three-year grant for hiring four additional officers. Initially, the grant called for a 75% cap with a maximum allowable award of \$125,000 (over life of grant - approx. \$42K per year). During the process, we learned about the ability to apply for a waiver of excessive funds required by the City. Due to the financial constraints the City is experiencing, the submitted waiver calls for the grant to pay \$1,381,210 and the City to pay \$649,998 over the three-year period. The grant focuses on additional police officers to address the increase in Part 1 crimes (robberies).

Correspondence From Outside Agencies

[Federal Bureau of Investigation \(FBI\) Releases Preliminary Annual Crime Statistics of 2012](#)

City of San Leandro
Civic Center, 835 E. 14th Street
San Leandro, California 94577
www.sanleandro.org



Everyone is invited to attend a

COUNCIL DISTRICTS 1 AND 2 TOWN HALL MEETING

**Hosted by Mayor Stephen Cassidy,
Councilmember Michael Gregory and
Councilmember Ursula Reed**

**Thursday, June 27, 2013
Senior Community Center
13909 East 14th Street
7:00 p.m. – 8:30 p.m.**

Topics will include:

- **Neighborhood Safety & Crime Prevention Initiatives**
- **Major Economic Projects & Innovation Strategy**
- **Major Transportation Projects & Condition of Roads**

Questions and comments from the community will be taken on each topic.



CITY OF SAN LEANDRO

STAFF REPORT

Date: June 05, 2013
To: Chris Zapata, City Manager
From: Sandra R. Spagnoli, Chief of Police
By: William Baptista, Community Compliance Specialist
Subject: COST RECOVERY AND PROPOSED IMPOSITION OF LIENS

SUMMARY AND RECOMMENDATION

The purpose of this report is to inform the City Council of the Police Department's plans to seek recovery of costs of enforcement abatements and all outstanding Administrative Penalties in accordance to Chapter 1-12, Title 1, Article 6 of the San Leandro Municipal Code. It is for information only and no action is required.

BACKGROUND

Chapter 1-12, Title 1 of the San Leandro Municipal Code is commonly known as the "Code Enforcement Ordinance." It was originally adopted by the City Council on December 9, 2002. Section 1-12-600 of this Chapter allows for the recovery of the cost of abatement along with any other recoverable costs after written report to the City Council stating such costs.

DISCUSSION

As of the date of this report, there are ten (10) properties that staff will be submitting to have such costs and or unpaid Administrative Penalties be added to the special assessment tax bill if left unpaid. The outstanding Administrative Penalties and abatement related costs total sixteen thousand, six hundred, fifty-six dollars and six cents (16,656.06).

The following properties have no abatement charges pending, only unpaid Administrative Penalties:

1)	1405 Grand Ave.	\$1,200.00
2)	802 Douglas Dr.	700.00
3)	14546 Merced St.	300.00
4)	13463 Aurora Dr.	150.00
5)	14250 Tiburon Rd.	300.00
6)	867 Bonnie Vista Ave.	150.00
7)	27 Dutton Ave.	<u>150.00</u>

TOTAL: \$2,950.00

Additionally, the following properties have both unpaid Administrative Penalties and abatement related costs outstanding:

8) 966 Dolores Ave.	Unpaid Penalties -	\$3,450.00
	Enforcement/Abatement costs -	<u>5,368.95</u>
	TOTAL-	\$8,818.95

9) Vacant Lot		
300 Blk. Foothill Blvd.	Unpaid Penalties -	\$ 300.00
	Enforcement/Abatement costs -	<u>950.00</u>
	TOTAL-	\$1,250.00

10) 472 W. Broadmoor Blvd.	Unpaid Penalties -	\$1,850.00
	Enforcement/Abatement costs -	<u>1,787.11</u>
	TOTAL-	\$3,637.11

Three (3) other properties have a total of six hundred dollars and zero cents (\$600.00) in outstanding penalties. No abatement costs were associated with these properties. There are now new property owners of record who were not responsible for the violation(s) and did not receive any due process regarding the violation(s) and therefore no lien will be placed against these properties.

In accordance to Section 1-12-600 (f) of the San Leandro Municipal Code, a copy of this report and notice will be mailed to the owner(s) of the property where the nuisance existed, at the address shown for such owner on the last tax roll. The owner(s) information was obtained by use of the San Leandro Asset Management (SLAM) program. Such information is collected from the Alameda County Assessor's office and is updated on a monthly basis.

CONCLUSION

In addition to a copy of this report, each of the parties involved will receive a written summary of the outstanding penalties and enforcement costs associated with their property. Should such costs remain outstanding; the City Staff will forward to the Finance Director a list of such properties so that the Director can place them on the Report of the Finance Director, Imposing Liens for Non-Payment of Charges. City Staff will also mail to each involved party the "Notice of Public Hearing" as required by City policy.

COMMUNITY COMPLIANCE COST RECOVERY REPORT

- The Police Department's Community Compliance Section enforces a variety of City regulations related to property maintenance and quality of life issues.
- If Community Compliance receives authorization to abate a public nuisance, the City's Code Enforcement Ordinance requires that a written report be presented to the City Council, showing the cost of removing and/or abating the nuisance. A copy of the report is also mailed to the responsible property owner.
- The attached report shows 10 properties that have unpaid administrative penalties and/or abatement charges.
- In July, the City Council will hold a public hearing to consider imposing liens on any properties listed in the report for which administrative penalties and enforcement costs remain outstanding.

SECTION BREAK



City of San Leandro
Account #460

Transaction Ledger 4/30/13 Thru 5/31/13

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	05/01/2013	431114701	0.94	Highmark Govt Money Market Fund	1.000	0.00 %	0.94	0.00	0.94	0.00
Purchase	05/15/2013	431114701	18,718.75	Highmark Govt Money Market Fund	1.000	0.00 %	18,718.75	0.00	18,718.75	0.00
Purchase	05/19/2013	431114701	5,890.63	Highmark Govt Money Market Fund	1.000	0.00 %	5,890.63	0.00	5,890.63	0.00
Purchase	05/25/2013	431114701	3,562.50	Highmark Govt Money Market Fund	1.000	0.00 %	3,562.50	0.00	3,562.50	0.00
Purchase	05/27/2013	431114701	5,625.00	Highmark Govt Money Market Fund	1.000	0.00 %	5,625.00	0.00	5,625.00	0.00
Purchase	05/28/2013	431114701	3.35	Highmark Govt Money Market Fund	1.000	0.00 %	3.35	0.00	3.35	0.00
Purchase	05/29/2013	431114701	14,046.88	Highmark Govt Money Market Fund	1.000	0.00 %	14,046.88	0.00	14,046.88	0.00
Purchase	05/29/2013	431114701	775,000.00	Highmark Govt Money Market Fund	1.000	0.00 %	775,000.00	0.00	775,000.00	0.00
Purchase	05/31/2013	3133782N0	325,000.00	FHLB Note 0.875% Due 3/10/2017	100.346	0.78 %	326,124.50	639.84	326,764.34	0.00
Purchase	05/31/2013	431114701	6,650.00	Highmark Govt Money Market Fund	1.000	0.00 %	6,650.00	0.00	6,650.00	0.00
	Subtotal		1,154,498.05				1,155,622.55	639.84	1,156,262.39	0.00
TOTAL ACQUISITIONS			1,154,498.05				1,155,622.55	639.84	1,156,262.39	0.00
DISPOSITIONS										
Sale	05/31/2013	431114701	326,764.34	Highmark Govt Money Market Fund	1.000	0.00 %	326,764.34	0.00	326,764.34	0.00
	Subtotal		326,764.34				326,764.34	0.00	326,764.34	0.00
Paydown	05/01/2013	31360CWC2	3.23	FNMA Pool # 002443 12.5% Due 12/1/2013	100.000		3.23	0.12	3.35	0.00
	Subtotal		3.23				3.23	0.12	3.35	0.00
Maturity	05/29/2013	3133XQU34	775,000.00	FHLB Note 3.625% Due 5/29/2013	100.000		775,000.00	0.00	775,000.00	0.00
	Subtotal		775,000.00				775,000.00	0.00	775,000.00	0.00
TOTAL DISPOSITIONS			1,101,767.57				1,101,767.57	0.12	1,101,767.69	0.00
OTHER TRANSACTIONS										
Interest	05/15/2013	3135G0ES8	650,000.00	FNMA Note 1.375% Due 11/15/2016	0.000		4,468.75	0.00	4,468.75	0.00
Interest	05/15/2013	31398AXJ6	750,000.00	FNMA Note 2.5% Due 5/15/2014	0.000		9,375.00	0.00	9,375.00	0.00



Transaction Ledger
4/30/13 Thru 5/31/13

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
OTHER TRANSACTIONS										
Interest	05/15/2013	912828QM5	975,000.00	US Treasury Note 1% Due 5/15/2014	0.000		4,875.00	0.00	4,875.00	0.00
Interest	05/19/2013	31331KHW3	725,000.00	FFCB Note 1.625% Due 11/19/2014	0.000		5,890.63	0.00	5,890.63	0.00
Interest	05/25/2013	3137EACY3	950,000.00	FHLMC Note 0.75% Due 11/25/2014	0.000		3,562.50	0.00	3,562.50	0.00
Interest	05/27/2013	3135G0KM4	1,000,000.00	FNMA Note 0.5% Due 5/27/2015	0.000		2,500.00	0.00	2,500.00	0.00
Interest	05/27/2013	3137EACT4	250,000.00	FHLMC Note 2.5% Due 5/27/2016	0.000		3,125.00	0.00	3,125.00	0.00
Interest	05/29/2013	3133XQU34	775,000.00	FHLB Note 3.625% Due 5/29/2013	0.000		14,046.88	0.00	14,046.88	0.00
Interest	05/31/2013	912828QP8	760,000.00	US Treasury Note 1.75% Due 5/31/2016	0.000		6,650.00	0.00	6,650.00	0.00
		Subtotal	6,835,000.00				54,493.76	0.00	54,493.76	0.00
Dividend	05/01/2013	431114701	33,214.39	Highmark Govt Money Market Fund	0.000		0.94	0.00	0.94	0.00
		Subtotal	33,214.39				0.94	0.00	0.94	0.00
TOTAL OTHER TRANSACTIONS			6,868,214.39				54,494.70	0.00	54,494.70	0.00