



MEMORANDUM

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DATE: March 18, 2011

TO: Mayor Joanne Ward and City Council Members  
City Employees  
Members of the public

FROM: Fred Deltorchio, Interim City Manager

SUBJECT: Interim City Manager's Weekly Report

**Overview of Report:** The following topics are included in this week's update:

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**Finance Subcommittee/Citizens Ad-Hoc:** On Tuesday, the Citizens Financial Advisory Ad Hoc Committee held their first combined meeting with the Finance Subcommittee. The meetings will now regularly take place on the off Tuesday of the regular City Council meetings in the Council Chambers from 6-9pm. The City has also begun audio recording the subcommittee meetings at the direction of the City Council. The audio recordings will be available upon request and the summary minutes, along with all handouts, will be posted following the meeting to the City website. The meeting summaries are now available on a newly created page titled [Finance Sub-committee](#).

**Check Registers:** Several members of the public have requested the City post the check registers for easy viewing on the website. Last Fall, the City began making the check register available at the front counter on a weekly basis. The Finance Subcommittee supported the recommendation to also post this report on the website. The Finance department has created a page, called [Disbursement List](#) for the registers, which will be posted every Monday. I will also be posting a link from my weekly report for the next few weeks, so residents are made aware of its availability.

**Town Hall Meeting to Present MRG review:** On Tuesday, March 29, we will be hosting a town hall meeting at 6:00pm to present the findings of the financial review conducted by Municipal Resource Group (MRG). I'm encouraging all members of the community, including residents, business owners and city staff, to attend this very important presentation. The following Tuesday, April 5, the City's auditors, Moss, Levy & Hartzheim LLP, will be presenting the City's and Agency's Comprehensive Annual Financial Report (CAFR).

**Sycamore North:** Project construction is slowing as the City's real estate broker team prepares to market the property.

**Bayfront Public Private Partnership:** Charlie Long will present Preliminary Deal Terms for the Bayfront project to the [Bayfront/ITC Task Force on Monday, March 21](#), at 6pm in the Council Chambers. Anyone interested in this important project is welcome to attend and participate in the discussion.

The City Council/Agency Board will consider endorsing the Preliminary Deal Terms at their meeting on Tuesday, March 22 at 7pm. The Task Force will be making a recommendation to the Council/Agency before they act. If the Council/Agency endorses the terms, they will ask legal counsel to begin drafting the documents necessary for the Council/Agency approve final terms. As the documents are drafted the terms will be refined and may change. The Task Force and Council/Agency will be kept abreast of the drafting process and changes that occur as they are made.

The City/Agency plans to have final documents ready for consideration by the Planning Commission and the Council by May 1. Currently, the Planning Commission is scheduled to meet on May 9 in a special meeting to consider the Final EIR, the legal agreements and the general plan amendments for Bayfront. The Council/Agency are scheduled to meet in a special meeting on May 19.

A description of the Preliminary Deal Terms is included in the City Council Agenda package and also is available at the link [Preliminary Deal Terms Bayfront](#).

**Parcel C:** A Request for Proposal (RFP) was posted on the City website on March 2, in an effort to see if any vendors were interested in off hauling the soil that is located on parcel C (former Wal-Mart site). The RFP closes today, March 18.

**Duck Pond Park:** The project continues to move forward, weather conditions continue to lead to more delays. All of the concrete works has been completed and a portion of the

asphalt work has been completed (mainly the parking lot). There was an issue with regards to the crosswalk and whether or not we can add a stop-sign or a crosswalk at the planned location. The crosswalk was discussed at the Community & Library Services Commission on Monday, March 14 and staff is working with the traffic engineer to resolve the issue.

**Electrical Outage:** On Sunday, March 14, the wastewater treatment plant located in Pinole lost power at about 8:30am. Although the plant is served by Hercules Municipal Utility (HMU), it was determined that the problem was due to the feed from PG&E. The Wastewater Treatment staff requested that the HMU staff assist with restoring power, however, HMU staff is not allowed by PG&E to work on their systems. Power was restored at approximately 10:45pm. During the outage, the plant was running on standby generators. Our HMU staff did follow up on Monday with the City of Pinole to follow up and address any possible concerns regarding the length of time it took to get power restored.

**Possession of a Stolen Automobile & Warrant Arrest:** On March 10 at 10:24 p.m., an officer was traveling on I-80 at Willow when he determined he was following a vehicle that had been reported stolen. The vehicle took the Richmond Parkway exit, stopped near a gas station and the driver fled from the car. Maurice Carter, from Vallejo, was arrested shortly after and transported to County Jail for Possession of Stolen Property. He was also wanted for being a Parolee at Large.

**Warrant Arrest:** On March 15, at 12:35 p.m, an officer stopped a vehicle in the 4000 block of San Pablo and arrested Darius Crawford, from Antioch, for an attempted murder warrant held by Union City PD. Crawford was held at HPD until Union City PD detectives arrived and took custody of him.