



**MEMORANDUM**

**DATE:** May 6, 2025  
**TO:** Mayor and City Council Members  
**FROM:** LaTanya Bellow, City Manager  
**SUBJECT:** **City Manager's Report On First 100-Days**

**DISCUSSION**

My first day as City Manager of Emeryville was January 6, 2025, and now, 100 days later, I continue to be energized, humbled, and deeply optimistic about the future of this dynamic and extraordinary city. It is an honor and privilege to serve as your City Manager. I am committed to working collaboratively with the City Council, our talented City team, community leaders, businesses, and residents to advance Emeryville's shared vision for a Livable, Safe, and Vibrant Community; Quality Infrastructure and Environmental Stewardship; Dynamic and Growing Businesses; and a Resilient Organization and Employer of Choice.

My approach over these initial 100 days has been grounded in active listening, learning, and leading with transparency, empathy, and accountability. This report offers a reflection on my early observations, the progress we have made, and the work ahead to fulfill our city's strategic priorities.

In every conversation, meeting, and event I've attended, the passion and pride that the Emeryville community holds for our city has been abundantly clear. I look forward to continuing to build trust, foster innovation, and empowering our teams and community to ensure Emeryville remains a beacon of excellence.

***Leadership and Strategic Priorities***

Immediately upon stepping into the role, I held a Council Strategic Planning Session and aligned my leadership priorities with the City Council's Strategic Plan adopted for 2025-2028. Together, we focus on four broad goals:

1. Livable, Safe, and Vibrant Community
2. Quality Infrastructure and Environmental Stewardship
3. Dynamic and Growing Businesses
4. Resilient Organization and Employer of Choice

In my first 100 days, we have:

- Finalized a detailed work plan aligned with Council's priorities.
- Advanced major projects, including the Quiet Zone project closure and planning for the San Pablo Avenue Multimodal Corridor, Revamping the city's website.

- Advancing forward Sutter Health \$1Billion investment, making Emeryville a regional hub for medical services in this region with a new medical campus and new hospital.
- Secured grant funding opportunities to expand bicycle and pedestrian improvements.
- Initiated preparations for the long-anticipated 4300 San Pablo Avenue housing development.
- Held a Strategic Planning Workshop

Each initiative is rooted in a broader vision for sustainable growth, community well-being, and economic resilience.

### ***Council Collaboration and Governance***

Strong, transparent collaboration with the City Council has been one of my highest priorities. I have:

- Conducted regular one-on-one meetings with Councilmembers.
- Started a weekly highlight update to council sharing achievements from each department
- Provided detailed strategic updates and previews of upcoming decisions.
- Ensured timely and thorough Council agenda preparation, offering clarity and robust information to support decision-making.
- Attended Alameda Mayor Conference monthly meetings

I deeply value the leadership, vision, and dedication of the Mayor and Council, and I am committed to ensuring the City Manager's Office remains responsive, transparent, and collaborative.

### ***Community Engagement and Visibility***

Over the past 100 days, I have prioritized being present and accessible across the community. Highlights include:

- Attending "Coffee with the Cops" sessions to engage directly with residents.
- Attending the grand opening of the new public artwork installation at the Emeryville Fire Station.
- Meeting with our local businesses to understand their needs and how city hall can support their presence in our community.
- Attending Healthy Families Day and hosting a Meet and Greet with the City Manager
- Attending Chief is My Belief Program and the Anna Yates Elementary School
- Engaging directly with BIPOC small businesses through the launch of the new support program.

- Attending the Emeryville Commerce Connection business networking sessions
- Hosting Lunch with the City Manager at the Senior Center

I believe that the work of city government is strongest when it is informed by the voices and lived experiences of our community members.

### ***Organizational Development and Employee Engagement***

Creating a resilient, high-performing organization is essential to delivering excellent service. Early actions include:

- Hosting my first City of Emeryville Department Head Retreat to strengthen leadership expectations, collaboration, and innovation.
- Meet with each of the labor groups monthly to build collaborative labor relationships in support of the workforce.
- Initiating Administrative Professional Day luncheon to celebrate the outstanding contributions of staff.

We are also focusing on improved internal communication tools and platforms to ensure staff feel informed, valued, and empowered.

### ***Fiscal Stewardship and Infrastructure***

Maintaining Emeryville's fiscal health while investing in infrastructure and community assets remains a cornerstone priority. Over the first 100 days, we:

- Delivered a revised, clear, and transparent mid-year budget update.
- Initiated work on a Capital Improvement Program (CIP) refresh to align investments with our strategic goals.
- Advanced work on the city's Website Redesign Project, improving access to public information.
- Received council direction to study several revenue enhancement measures
- Hired a Finance Director
- Conducted an audit of our business licenses to ensure accurate and timely payments.
- Received several grants to help advance council priorities.

We remain focused on sustaining a financially resilient foundation that allows us to invest in what matters most to our community.

### ***Challenges and Opportunities Ahead***

While I am proud of the progress made, I am also clear-eyed about the challenges ahead. We must:

- Address regional challenges such as housing affordability and homelessness with compassion, creativity, and collaboration.
- Prepare for the impacts of climate change on infrastructure and community health.
- Modernize our technology and business systems to meet evolving community expectations.
- Maintain workforce excellence and retention in a competitive environment.

These challenges require strategic thinking, nimble execution, and a deep commitment to our shared values.

## **CONCLUSION**

It is with deep gratitude that I reflect on these first 100 days. Emeryville is a city of art, innovation, resilience, and heart. I am inspired daily by the dedication of our City Council, City employees, community leaders, residents, and businesses.

Looking ahead, I am excited to continue partnering with each of you to realize our collective vision for a community that is livable, sustainable, inclusive, and thriving.

## **APPROVED AND FORWARDED TO THE CITY COUNCIL OF THE CITY OF EMERYVILLE:**



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LaTanya Bellow, City Manager