OFFICE OF THE CITY MANAGER/EXECUTIVE DIRECTOR
65 Civic Avenue
Pittsburg, CA 94565

DATE: 4/25/2017

TO: Mayor and Council Members

FROM: Joe Sbranti, City Manager

SUBJECT: By Minute Order, Authorize Community Outreach Program and Distribution of Open Letter to the Community Regarding Diversity

MEETING DATE: 5/1/2017

EXECUTIVE SUMMARY

The City Council was approached by residents concerned about local police enforcement of federal immigration laws. In response, the City Council held a workshop to take input on the issue. If approved, this minute order will authorize staff to conduct a community outreach program and distribute an Open Letter to the Community.

FISCAL IMPACT

None from this action.

RECOMMENDATION

By Minute Order, authorize staff to conduct a community outreach program and distribute an Open Letter to the Community regarding diversity.

BACKGROUND

At the March 27, 2017 City Council meeting on police enforcement of immigration laws, the City Council gave two directions to staff: 1) draft a letter to the community that reflected their comments, and 2) develop a plan for targeted community outreach that informed the public of the City police department’s role and practice in enforcing federal laws.

On April 4, 2017, the City Manager and the Chief of Police convened a group of staff that leads the Neighborhood Improvement Team’s Spanish-speaking forums as well as the Community Outreach coordinator from the Police Department. Most of this group also attended the March 27 public forum, and they used notes of the public statements in developing a framework for community outreach to immigrant families and other residents.
The group prepared a fact sheet that could be distributed at various meetings and placed on the customer service counters at City offices. They recommended that while the City is not involved in immigration-related services, outreach efforts could provide referral information to outside agencies that do.

**SUBCOMMITTEE FINDINGS**

N/A

**STAFF ANALYSIS**

The attached fact sheet and Community Outreach Plan are the result of the public input at the City Council's workshop, City Council comments and staff. The outreach program includes approximately 20 meetings and events, including presentations to parent groups attached to local public elementary schools, as well as other City events, such as Neighborhood Improvement Team meetings and National Night Out.

Also attached to this report is an Open Letter to the Community regarding diversity. The letter incorporates comments from the March 27 public meeting consistent with the City Council's direction to staff.

**ATTACHMENTS:** Fact Sheet
Community Outreach Plan
Open Letter to the Community

Report Prepared By: Jill Hecht, Assistant to the City Manager