



# City of San Leandro

Meeting Date: June 6, 2016

## Minutes

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**File Number:** 16-225 **Agenda Section:** CONSENT CALENDAR

**Agenda Number:** 8.E.

**TO:** City Council

**FROM:** Chris Zapata  
City Manager

**BY:** Keith Cooke  
Engineering & Transportation Director

**FINANCE REVIEW:** Not Applicable

**TITLE:** Highlights of the Facilities and Transportation Committee Meeting of April 19, 2016

**COMMITTEE RECOMMENDATION:** The Committee recommends approval of the I-880 Integrated Corridor Management Memorandum of Understanding by the City Council.

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### CITY OF SAN LEANDRO

#### CITY COUNCIL FACILITIES AND TRANSPORTATION COMMITTEE

April 19, 2016  
5:00 - 6:30 p.m.

San Leandro City Hall  
835 East 14th Street  
San Leandro, California  
(Sister Cities Gallery)

### HIGHLIGHTS

#### 1. CALL TO ORDER

Mayor Pauline Cutter called the meeting to order at 5:07 p.m.

#### 1.A. Attendance

Committee members present: Mayor Pauline Cutter, Councilmember Corina Lopez, Vice Mayor Ursula Reed

City staff present: Recreation & Human Services Manager Breyana Brandt, Senior Traffic Engineer Reh-Lin Chen, Engineering & Transportation Director Keith Cooke, Administrative Services Manager Kirsten Foley, Business Development Manager Jeff Kay, Library Manager Bill Sherwood, Principal Engineer Michael Stella, City Engineer Nick Thom, City Manager Chris Zapata

Public Present: Sarah Burnworth of Metropolitan Transportation Commission (MTC), Emily Van Wagner of MTC

**1.B. Announcements**

None.

**2. DISCUSSION ITEMS**

**2.A. Discussion Regarding I-880 Integrated Corridor Management (ICM)**

Sara Burnworth, MTC Project Manager for the I-880 Integrated Corridor Management (ICM) project presented information and the following updates:

- Project is underway on the north segment of the corridor;
- Currently in the final design phase and staff will answer any questions as the MOU is circulated for approval;
- Provided context for implementation of the strategy; and
- Presentation is to provide a general overview of the ICM and next steps.

I-80 Smart Corridor will go live in June and the 101 Smart Corridor will be soon thereafter. The I-880 ICM will focus on arterial traffic management. Stakeholders agreed on Coordinated Arterial Incident Management strategy for initial implementation for the northern segment of the project area. The central segment which encompasses all of San Leandro is anticipated to be funded in 2018. Purpose of the project is to manage the traffic that naturally diverts to City streets during a freeway incident and then route diverted motorists back to freeway as soon as possible to minimize impact to City streets. The current project limit is along the I-880 corridor from I-980 to Davis Street. MTC is coordinating construction with AC Transit BRT and will initiate a funding agreement with AC Transit to facilitate work needed.

MTC will purchase and install Intelligent Transportation System (ITS) equipment. The property and maintenance of equipment will be the responsibility of either Caltrans or the City, depending on equipment's location in right of way. Caltrans will have access to the equipment during emergency scenarios and City will have control remainder of the time.

Mayor Cutter: Will San Leandro Boulevard will be used as an alternate route?

S. Burnworth: Purpose of both parallel routes depends on the traffic on either arterial (considerations for alternate routes currently are the Bus Rapid Transit (BRT) project on East 14th and truck restrictions in the San Leandro Boulevard tunnel).

Mayor Cutter: Asked that the MTC make recommendation to Caltrans to speed up the street

repair on East 14th Street in San Leandro (currently scheduled around 2022).

S. Burnworth anticipates start of construction in late 2016 and completion of the project in late 2017. This schedule aligns with BRT's project schedule. The project is 95% complete for design and Memorandum of Understanding (MOU) is to be circulated soon.

A few key points in the MOU: Caltrans has responsibility over system operations during incident conditions, based on pre-approved incident response plans approved by the stakeholders (which will adjust by input/by incident). During non-incident conditions, system operations will be controlled by the City, which is approximately 95% of the time. Typical signal equipment and cameras will be maintained by the City as part of its usual inventory within the City's right-of-way.

The trailblazer signs (specialty signs) are the responsibility of MTC and therefore will be maintained by MTC.

MTC is currently putting funding in place for construction contracts. They will also make available fact sheets/website addresses for the Town Hall Meeting on May 9, 2016. S. Burnworth showed appreciation to K. Cooke and R. Chen for their involvement in the project.

Mayor Cutter: How long will the video/audio be stored? Concern - Public Record - What kind of information will be recorded (video detection or surveillance)?

S. Burnworth: Since it will be the property of the City, it will be whatever City policy is in place for current cameras. K. Cooke added that the City has approximately 24 existing cameras that record and that data is written over every 72 hours.

C. Zapata: What is the estimated cost for maintaining the equipment? Is there an Outreach component to the project? Advised MTC that there will be two Town Hall Meetings, dates, times, locales TBD. Is there an opportunity for fiber and/or to expand Lit San Leandro?

K. Cooke: Cost is the typical maintenance cost as with current equipment. Delta for this is negligible. City coordinates use of fiber on both East 14th and Davis Streets. There is a potential for Lit San Leandro on Doolittle Drive.

K. Cooke: Advised Committee Members that MOU will be on a future Council Agenda as a consent item for approval. K. Cooke requested and received the Facilities and Transportation Committee's concurrence on recommending for approval of the I-880 ICM MOU by the City Council.

## **2.B. Discussion Regarding A/V Equipment Upgrade & Library Flooring & Furnishings Project**

N. Thom gave a presentation of desired audio visual (A/V) equipment that the Library and Recreation Staff provided for the Karp/Estudillo Rooms at the Main Library and Titan Room at the Marina Community Center (MCC).

Mayor Cutter suggested a smaller project, lower cost or a phased project be considered.

Vice Mayor Reed asked if the list of desired items came from the Library Commission.

B. Sherwood said the library commission hasn't yet been involved in the project.

Vice Mayor Reed asked if this project was once limited to only a sound system.

K. Cooke: Project was listed as A/V equipment and staff now seeks detailed direction.

Vice Mayor Reed proposed doing in stages with sound systems as first priority.

Mayor Cutter suggested that MCC needs list is likely in response to rental needs.

Councilmember Lopez stated that we need to consider budget pressures, do the project in stages, and agrees that sound systems are a priority.

Mayor Cutter suggested that the AV equipment at the Senior Community Center is a good model for this project but that we need to ensure we have lapel microphone capabilities.

C. Zapata: We will revise scope to phase work with audio first and come back to Facilities Committee.

Mayor Cutter asked if the MCC Titan room is frequently rented to outside groups.

B. Brandt: Facility is frequently rented to the business community. Priority is to have basic but professional grade audio equipment to accommodate business conferences and other activities at this facility.

Mayor Cutter asked if we have Wi-Fi available at the MCC.

K. Cooke indicated that a separate project is underway to provide Wi-Fi.

B Sherwood said the Library also has a goal of hosting a variety of professional and public meetings.

Vice Mayor Reed suggested soliciting involvement of the Library Commission in prioritization of A/V improvements.

N. Thom gave an update on the Main Library Carpet project and its companion project for furniture that will be funded by the San Leandro Public Library Foundation (SLPLF). Library Foundation has hired Group 4 Architecture to provide selection of patterns and fabrics for the furniture and carpet. Work will proceed in June to coordinate with manufacturer's release of latest colors. Carpet will be installed in December.

Vice Mayor Reed asked if the Library Commission will be involved in picking out pattern/colors.

B. Sherwood said the Library Director is on the Board of SLPLF and coordinates Library Commission activities and as such, will provide input to staff on patterns and colors of furniture.

C Zapata asked if the Facilities Committee want to have a role in selecting carpet?

K. Cooke: We can bring recommended options to Facilities Committee for review that will include phased approach and emphasis on audio equipment. Commission and Foundation to participate in selection of materials.

Vice Mayor Reed: Would prefer to have the Library-Historical Commission give input.

Mayor Cutter: Agrees that the Library-Historical Commission should be consulted and suggested that portable sound system be considered for use until the AV project is constructed. K. Cooke will look into purchase of a portable system.

## **2.C. Discussion Regarding CIP Project Initiation/Public Input**

N. Thom presented an outline of the Capital Improvement Program (CIP) process and then discussed two proposed questionnaires which solicit project input and ideas from the public and staff/elected officials.

Vice Mayor Reed suggested removing reference to budget amount from public flyer. Reed supported asking the public to rank facilities from most important to least important, but thinks that collecting opinions on the condition of facilities could create unwieldy amount and range of survey data.

Mayor Cutter discussed value of public opinion regarding condition and not just rank of library and other facilities, but agreed that collecting subjective data can be problematic.

Group agreed to proceed with only asking for rank of facilities from the public and providing a space for written comments and suggestions.

C. Zapata: Suggests doing outreach effort in different languages.

Vice Mayor Reed emphasized that text must be straightforward if it will be translated to other languages.

Mayor Cutter asked when our LED streetlight conversion will be complete.

C. Zapata: The LED project is targeted to be complete by the end of the year.

Mayor Cutter: Suggested that the last question on the staff flyer be reworded to ask for the name of the person submitting the request. She also asked how will CIP selection process for the next budget work?

N. Thom: In fall 2016, the Council will receive a spreadsheet with project and scores and score weights as suggested by CIP Committee as well as a document with project details.

Mayor Cutter: Suggested clearly identifying projects as year 1, year 2, etc. when they are part of a multi-year project.

N Thom: Will work to make project names more informative and uniform.

## **2.D. Project Updates 01:12:30**

K. Cooke provided the following update:

- Construction ready to start on Thrasher Park.
- Siempre Verde Park project progressing well.
- Paving near completion on San Leandro Boulevard; setting of manhole covers and striping to be done in coming weeks.

Vice Mayor Reed: For artistic details on overpasses at Marina Boulevard and Davis Street, wasn't the plan to include cherries and butterflies on overpass fencing?

K. Cooke: Went with a simpler pattern which cost less. This modification was brought to Council.

C. Zapata: Bottom portion lacks contrast. Possible to enhance with colors or other artistic treatment?

K. Cooke: Still working on landscape package with ACTC, could potentially work in color.

Mayor Cutter: Community expecting to see trees in the landscaping and if there's no budget for it, need to supplant with shrubs, etc. so that new landscape is green.

C. Zapata: Suggests going to Council to supplement landscaping.

C. Zapata: Briefed Committee on non-PW projects: working with SLUSD on Farrelly Pool, Aquatics Facility at Manor, Boys & Girls Club and Chabot Park. Existing fiberglass problem at Farrelly Pool will cost \$75K to repair. Zapata asked school to partner with the City on repairs since it is School's facility and City's programs. This item is scheduled for Council review in May in order to offer programming for this summer.

Mayor Cutter: To C. Zapata, need to ask questions. Facilities are old, with City contributing one-time, MOU should be specific in City's responsibility.

## **2.E. Discussion Regarding Future Agenda Items**

Cutter: When will roundabout construction (at MacArthur and Superior) begin? Cutter heard that community can redesign, but not the case. Wants to relay that to the community. Fall Community Meeting to be scheduled.

N. Thom: Construction expected to begin at end of 2016.

Vice Mayor Reed: Knows that a lot of her constituents will ask for traffic calming, so would be helpful to have information before her Town Hall Meeting.

C. Zapata: For the 5/16/2016 Council meeting - Item for approval - \$250K for community wide traffic calming. Some streets need it and some don't. How to do it fairly for the community?

Best way to proceed?

K. Cooke: Perhaps look at project as streetscape project, and rank same way as traffic calming.

Mayor Cutter: Delineators on San Leandro Boulevard at West Broadmoor near Oakland border - wants staff to put it on the CIP list.

**3. PUBLIC COMMENTS**

None.

**4. COMMITTEE MEMBER COMMENTS**

None.

**5. ADJOURN**

The meeting was adjourned at 6:37 p.m.

# City of San Leandro

Civic Center  
835 East 14<sup>th</sup> Street  
San Leandro, California

## Meeting Agenda

### Facilities & Transportation Committee

*Mayor Pauline Russo Cutter  
Councilmember Corina N. Lopez  
Councilmember Ursula Reed*

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**Tuesday, April 19, 2016**

**5:00 PM**

**Sister Cities Gallery**

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**1. CALL TO ORDER**

1.A. Attendance

1.B. Announcements

**2. DISCUSSION ITEMS**

2.A. Discussion Regarding I-880 Integrated Corridor Management (ICM)

2.B. Discussion Regarding A/V Equipment Upgrade & Library Flooring & Furnishings Project

2.C. Discussion Regarding CIP Project Initiation/Public Input

2.D. Project Updates

2.E. Discussion Regarding Future Agenda Items

**3. PUBLIC COMMENTS**

**4. COMMITTEE MEMBER COMMENTS**

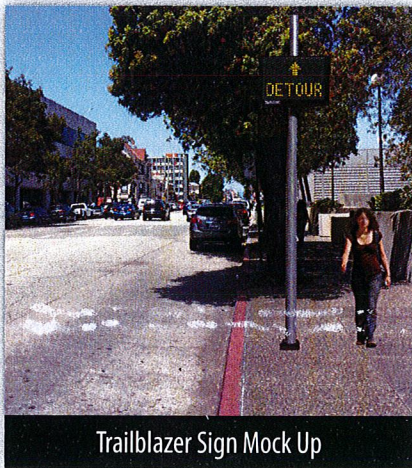
**5. ADJOURN**





## PROJECT DESCRIPTION

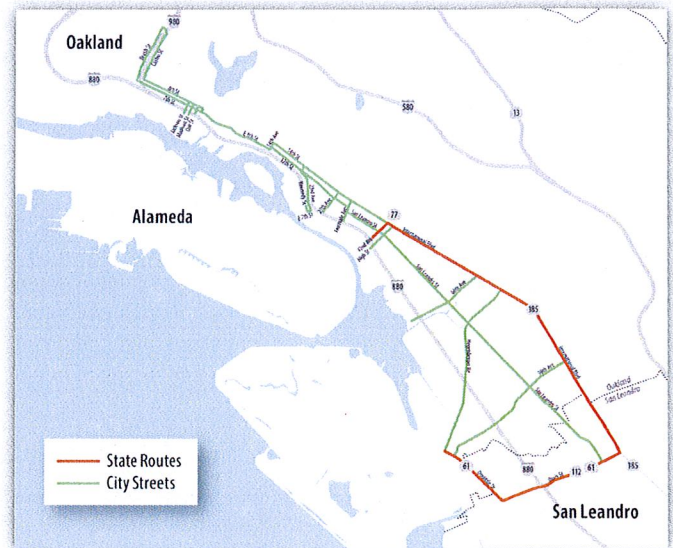
MTC, in partnership with the corridor's stakeholders, including Caltrans District 4, the Alameda County Transportation Commission, the Santa Clara Valley Transportation Authority and local cities have identified ICM strategies for implementation along the Interstate I-880 corridor.



Trailblazer Sign Mock Up

To manage traffic that naturally diverts from the freeway due to major incidents on I-880, the arterial incident management project proposes to install ITS equipment on arterial streets along the I-880 Corridor in

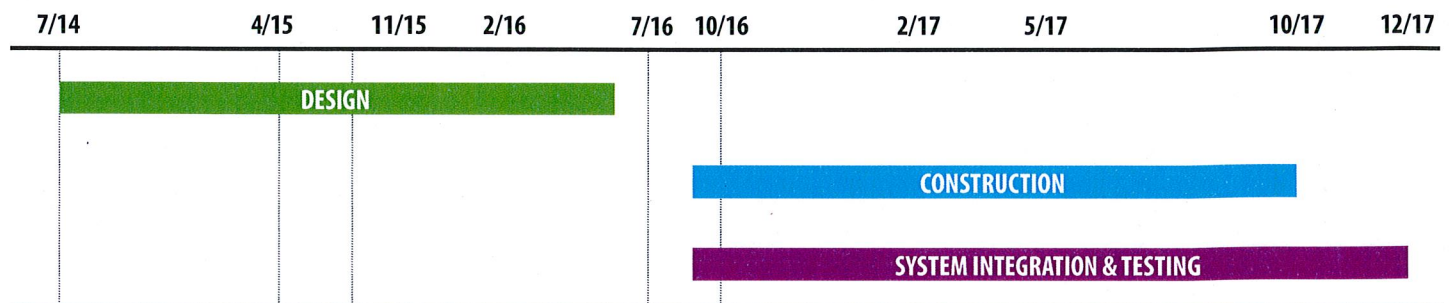
the Cities of San Leandro and Oakland. Project components include trailblazer signs, cameras, detection stations, signal coordination and communications improvements.



## ICM BENEFITS

- Minimize impacts to local streets when a major incident occurs on I-880.
- Provide enhanced tools for traffic management and coordination between jurisdictions.
- Improved air quality through decreased motor vehicle emissions and fuel consumption.

## SCHEDULE



## PROJECT COST

The total cost for the I-880 ICM North Alameda Segment project is approximately \$14 million, which includes planning, design, construction, utilities and system integration.



# Audio Visual Equipment Upgrade Main Library and Marina Community Center and Main Library Carpet and Furniture

City of San Leandro  
City Council Facilities Committee  
April 19, 2016



Marina Community Center



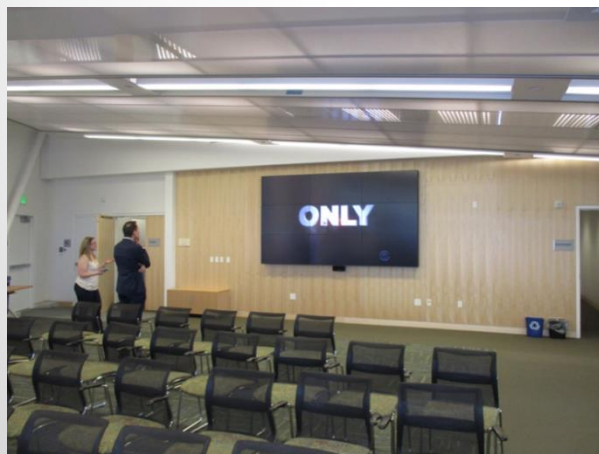
Main Library

# AV Overview

	MCC	Main Library
Budget:	\$219,000	\$267,000
<b>Desired Features</b>		
Room Size:	4400 sf	1900 sf & 2500 sf
Use of multiple microphones with mixing	x	x
Multiple input options, compatible with social media: Skype calling, webinars and conferences	x	x
Ability to record narration and presentations on screen to hard drive or DVD	x	x
Ability to record audio and video of live events		x
Blackout window coverings		x
Acoustic baffles	x	
Combined system when partition is open and spilt system when partition is closed		x
Video screens for improved audience views, such as for cooking demonstration		x
Live music and stage productions	x	

# AV Comparison

	San Lorenzo Library	San Ramon Amador Rancho Comm. Center	Manor Library
Year	2015	2015	2006
Project Cost	\$100,000	\$70,000	\$75,000
Room Size	1,470sf	2,500sf	800 sf
Screen	Nine panel fixed wall screen	Electric drop	Electric drop
Projector	None	Ceiling mount, mixed	Wall mounted, fixed
Internet access	Yes	No	Yes
Computer input (in room)	Yes	Yes	Yes
Computer input (in rack)	No	No	No
Microphone input	Single microphone no mixing	No	Multiple, mixing
Video recording	No	No	No
Audio recording	No	No	No
TV proگرامing (dish / cable)	Yes	No	No
Touch screen interface	Yes	No	Yes
TV screens for audience	No	Yes	No
Multi media Input (CD / DVD/ Ipod)	No	No	Yes
Speakers	Yes	No	Yes



San Lorenzo Library

San Ramon Amador Rancho Community Center



Marina Branch Library

# AV Comparison

	Senior Community Center	City Council Chambers
Year	2010	2015
Project Cost	\$150,000	\$420,000
Room Size	3,880sf	2,770sf
Screen	Electric drop	Electric drop
Projector	Automatic drop	Fixed wall mount
Internet access	Yes	Yes
Computer input (in room)	Yes	Yes
Computer input (in rack)	Yes	Yes
Microphone input	Multiple, mixing.	Multiple, mixing
Video recording	No	Yes
Audio recording	No	Yes
TV programing (dish / cable)	Yes	Yes
Touch screen interface	Yes	Yes
TV screens for audience	No	Yes
Multi media Input (CD / DVD / Ipod)	Yes	Yes
Speakers	Yes	Yes



# AV Considerations

- More flexibility = more complexity
- Staff required to set up and operate complex systems
- Touchscreens are not a substitute for trained operators
- Rapidly changing technology

# AV Next Steps

- Choose consultant
- Develop equipment specifications
- Confirm budget
- Bid and build project

# Library Carpet and Furniture Overview

- San Leandro Public Library Foundation has offered to pay for new furniture throughout.
- City has allocated funds for new carpet
- Group 4 architecture has been retained by the Foundation to facilitate pattern and color selection for both furniture and carpet.



# Library Carpet and Furniture Schedule

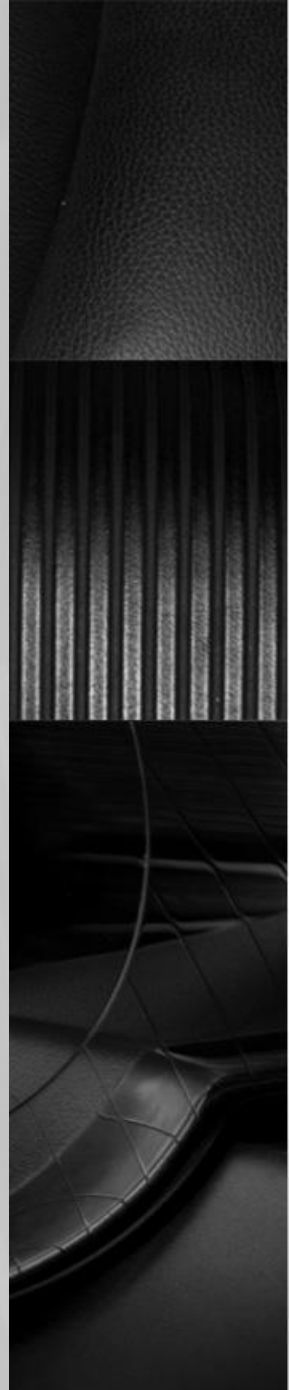
- June 2016 new patterns and colors released by manufacturers
- June 2016 kickoff meeting to review options
- September 2016 Award contract for carpet work
- Install furniture and carpet December 2016 - January 2017.

# Capital Improvement Program Project Initiation

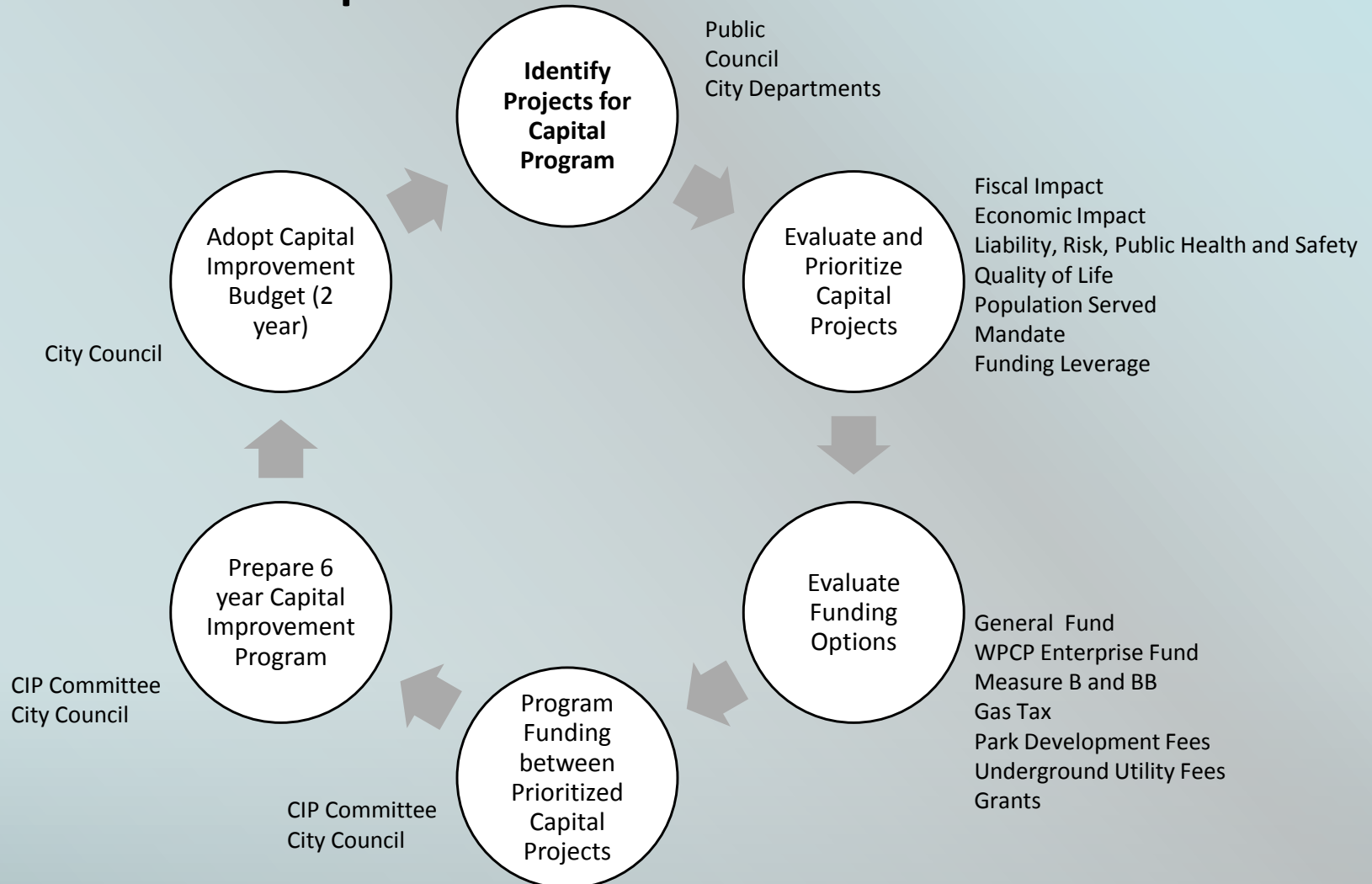
City of San Leandro

City Council Facilities Committee

April 19, 2016



# Outline of CIP process



# Public Input

- Flyers at public events
- Survey on website
- Focused on identifying priorities and deficiencies



Public Input

The City builds and maintains public infrastructure that supports public health, economic vitality, and quality of life. Each year the City budget contains a Capital Improvement Program (CIP) with funding that supports this infrastructure. In fiscal year 2015-16 and 2016-17 the CIP funding from General Fund averages \$3,600,000/year.

Tell us what is important to you and help us distribute the CIP funds in a manner that best serves the community. Please rank the categories from 1 (most important) to 11 (least important).

Category	Strongly Agree	Agree	Disagree	Strongly Disagree	Don't Know	Rank
Library facilities are adequate and in good condition						
Motor vehicle traffic moves efficiently through town						
Park facilities are adequate and in good condition						
Public access to Wi-Fi is adequate						
Public parking lots are adequate and in good condition						
Public pools are adequate and in good condition						
Road are comfortable for pedestrians and bicyclists						
Roadway paving is in good condition						
Street lighting is adequate						
The Community Centers are adequate and in good condition						
The storm drain system adequately moves water						

If you disagreed or strongly disagreed with any of the above statements, please describe your concerns:

# Staff Input

- Routed prior to budget kickoff
- Accepted all year
- Focused on specific project ideas

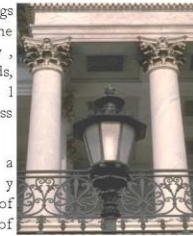
## CAPITAL IMPROVEMENT PROGRAM

### STAFF CIP REQUEST

*Look ahead 10 years and consider what we need in order to respond to changes.*

Streets, sewer systems, traffic signals, parks and public buildings provide the backbone of the local economy, influencing the flow of goods, residential development, and business location decisions.

The quality of life for a community depends upon the reliability of its transportation, the quality of its sewer and storm systems, and the accessibility of many other essential public services.



BRING YOUR  
IDEAS  
TO LIGHT

The Capital Improvement Program funds construction and maintenance of our infrastructure. Think BIG picture and long term.

The Engineering and Transportation Department is working on our first 6-year CIP document and we are making a push for project ideas!

Submit your ideas for capital projects that will maintain or enhance our quality of life as our population grows and changes and as technology changes the way we live and do business.



PLEASE SUBMIT BY  
MAY 31, 2016



LET'S GET STARTED, WE NEED YOU TO ANSWER THE FOLLOWING FIVE QUESTIONS:

1. What is the description of the project?
2. What is the benefit of doing this project?
3. What are the consequences of not doing the project?
4. Do you know of any grant opportunities for this project?
5. Who can we contact for more information about this project?



Questions?

# City of San Leandro

## **Facilities & Transportation Committee Future Agenda Items 04/19/2016**

San Leandro City Hall  
835 East 14<sup>th</sup> Street  
San Leandro, California  
(Sister Cities Gallery)

### Future Agenda Items

- a. Parklets – May 17<sup>th</sup>
- b. Water Reuse /Reclaimed Water and Sanitary Sewer Capacity Study & Master Plan – May 17<sup>th</sup>
- c. Bikeway Network Projects - June 21<sup>st</sup>
- d. Neighborhood Traffic Calming 2016 – June 21<sup>st</sup>
- e. MacArthur Blvd/Superior Avenue Traffic Circle – July 19<sup>th</sup>

Committee Members: Mayor Pauline Cutter, Councilmember Corina Lopez and Councilmember Ursula Reed

## Past Agenda Items

- a. Energy Audit by Climatec – September
- b. Exploratorium Interactive Exhibit – September
- c. Camera Inventory -September
- d. Smart San Leandro: Renewable Energy Mesh Grid – October 6th
- e. Neighborhood Traffic Calming Policy – October 6<sup>th</sup>
- f. Complete Streets – November 3rd
- g. Casa Peralta Renovations – November 3rd
- f. Climatec Proposed Energy Efficiency Projects - December 1<sup>st</sup>
- g. Capital Improvement Program – December 1<sup>st</sup>
- h. Bay Fair TOD – January 5<sup>th</sup>
- i. Capital Improvement Program Year End Review – January 5<sup>th</sup>
- j. Olidata Smart Cities – ZipPower – February 2<sup>nd</sup>
- k. A/V Equipment Upgrade & Library Flooring & Furnishings Projects - April 19<sup>th</sup>
- l. CIP Project Initiation/Public Input – April 19<sup>th</sup>