



City Manager's Weekly Update

October 16, 2013

UPCOMING MEETINGS

- 10/21** City Council Meeting,
7:00 p.m.,
Council Chambers
- 10/28** District 5 & 6 Town
Hall Meeting, 7:00 p.m.,
Main Library Karp
Room, 300 Estudillo
Avenue
- 11/4** City Council Meeting,
7:00 p.m.,
Council Chambers
- 11/11** **Veteran's Day
Holiday. City Hall
and libraries closed.**
- 11/12** City Council Work
Session, 7:00 p.m.,
Council Chambers
- 11/18** City Council Meeting,
7:00 p.m.,
Council Chambers
- 12/2** City Council Meeting,
7:00 p.m.,
Council Chambers
- 12/9** City Council Work
Session, 7:00 p.m.,
Council Chambers
- 12/16** City Council Meeting,
7:00 p.m.,
Council Chambers

To: City Council
From: Chris Zapata, City Manager

Mark Your Calendar

Breast Cancer Awareness Month

City Council Meeting – Monday, October 21, 7:00 p.m., Council Chambers, San Leandro City Hall, 835 East 14th Street

- The San Leandro City Council is proclaiming October 2013 as **Breast Cancer Awareness Month** at Monday night's City Council meeting. We encourage anyone attending the meeting to wear pink attire.

Great California ShakeOut 2013 (reminder; flyer attached)

Thursday, October 17, 10:17 a.m. (optional training at 9:30 a.m.)

- On **October 17**, most City offices will be participating in the *Great California ShakeOut 2013*. This statewide exercise provides an annual opportunity for organizations to practice emergency preparedness measures.
- At **9:30 a.m.** that morning, the Alameda County Fire Department will conduct a Personal Emergency Preparedness (PEP) Workshop in the City Council Chambers for those interested in attending.
- At **10:17 a.m.**, an alarm will sound in most City facilities to simulate that an earthquake has just occurred. Employees and visitors will "Duck, Cover, and Hold On," just as if an earthquake had actually occurred. Then everyone will evacuate their buildings to predetermined assembly areas according to the City's Emergency Action Plan.
- Immediately after the drill, Captains, Emergency Coordinators, Supervisors and Managers will return to the Council Chambers to discuss experiences during the drill. If you would like to participate, please contact Yolanda Carrasco.

20th Annual Trivia Bee (reminder)

Friday, October 18, 6:00 p.m., Marina Community Center, 15301 Wicks Boulevard

- San Leandro's 20th Annual Trivia Bee benefiting the San Leandro Library's Project Literacy program is being held on **October 18**. The dinner starts at 6:00 p.m., the prize drawing starts at 7:00 p.m., and the Trivia Bee starts at 7:30 p.m. For more information, please call 577-3994.

Council Districts 5 and 6 Town Hall Meeting

Monday, October 28, 7:00 p.m. to 8:30 p.m., San Leandro Main Library Karp Room, 300 Estudillo Avenue

- Mayor Stephen Cassidy, Vice-Mayor Jim Prola and Councilmember Pauline Cutter will host a Town Hall Meeting on **October 28**.
- The event will include substantial open time for questions and answers on any topics concerning city government, with staff present from each department. Brief presentations also will be provided on the following topics: community and neighborhood safety, and transportation and roads projects.

San Leandro Lawn Conversion Party Planned for November 2 (flyer attached)

Saturday, November 2, 9:30 a.m. to 1:00 p.m., Register for location

- StopWaste.Org Bay Friendly Landscape staff are hosting a free gardening Lawn Conversion Party as part of their Lose Your Lawn campaign.
- Participation is free, but the selected location will be revealed only when pre-registration is completed at www.stopwaste.org/gardening.
- Home gardeners will learn how to convert a lawn into a garden in one day, with snacks provided. Representatives from EBMUD, Evergreen Nursery and a landscape architect will be on hand.

America Recycles Day (flyer attached)

Wednesday, November 20, 9:00 a.m. - 1:00 p.m., Marina Community Center, 15301 Wicks Boulevard

- In celebration of America Recycles Day, the City is hosting a recycling collection event on **November 20**. This year's campaign theme "I Want to be Recycled" is aimed at motivating residents to recycle every day. Recyclable materials can be given a second, third, and fourth life to become something new if someone chooses to recycle. In a very practical way, everyone can all help to improve our economy and conserve energy and resources through recycling.
- For a list of acceptable items or more for information, call the Recycling Program hotline at 577-6026.

36th Annual Senior Thanksgiving Luncheon

Wednesday, November 27, 11:00 a.m. to 1:00 p.m., San Leandro Senior Community Center (13909 East 14th Street) and Marina Community Center (15301 Wicks Boulevard)

- The Recreation and Human Services Department is hosting the 36th Annual Senior Thanksgiving Luncheon on **November 27**. City staff and volunteers will serve a delicious holiday lunch to over 500 seniors between two locations.
- If you would like to help serve lunch and join the festivities, please notify Yolanda Carrasco by November 8.

Council Information

Breast Cancer Awareness Month

- To bring attention to breast cancer and to aid in efforts to address this serious issue, SLPD designed a tee-shirt that will be available for sale throughout the month of October. The tee shirt is pink in color, 100% cotton, and contains the San Leandro Police logo along with the slogan "Pink Is The New Blue". The shirts are \$15 each (cash) and can be pre-ordered by emailing Michelle Ratto (mratto@sanleandro.org), along with sizing information and the number of tee-shirts to be ordered. All proceeds will go to the American Cancer Society or Susan G. Komen Foundation. To get involved or to find out more information, please visit the [National Breast Cancer Foundation's website](#).

Capital Improvement Program – Status of Projects (information attached)

- The project development division of the Engineering and Transportation Department implements the City's Capital Improvement Program (CIP), which includes contract development, project oversight, and design services for capital projects within San Leandro. This division is also responsible for inspection of public improvement projects during construction.
- Each year the City allocates funds toward the maintenance of existing City facilities and the design and construction of new projects to enhance the quality of life for San Leandro residents. As part of the City's annual budget process, the City Council approves a list of new capital improvement projects for the upcoming year.
- The attached sheet contains a description, funding source, status, and schedule for each active capital project. More detailed information on each project also is available upon request.

San Leandro Police Department (SLPD) September 2013 Crime Statistics (view statistics [here](#))

Posted this Week on San Leandro Next

San Leandro Next is an initiative of the City of San Leandro Community Development Department providing news and updates on economic development and innovation. The following stories were posted this week:

- [We're Creating Great Places!](#)
- [Zocalo Launches the New Horizons Innovation Café at the Gate](#)
- [KPIX Covers the Next Generation Workplace District Study](#)

To follow San Leandro Next, please visit www.sanleandronext.com or connect with us on [Facebook](#) or [Twitter](#).

Get Ready to ShakeOut.

October 17, 2013 Register Now at www.shakeout.org



WHO: San Leandro City Employees
WHAT: The Great California Shake Out
WHERE: San Leandro City Council Chambers
WHY: To prepare yourself
WHEN: October 17th at 9:30 AM



- At **9:30 AM** the Alameda County Fire Department will conduct a Personal Emergency Preparedness (PEP) Workshop at San Leandro City Council Chambers for those interested in attending.
- At **10:17 AM** the fire alarm will sound, which will indicate that the earthquake drill has begun and will last one minute.
- *If you are at your desk, get underneath your desk and hold on.*
- *If you are not at a desk, drop down and cover your head.*
- At **10:18 AM** the earthquake will “end” and all city employees will evacuate via the designated evacuation route posted at your exits.
- Assigned personnel will ensure that everyone is out of their office.
- **Attendance Controllers** will perform a head count of city employees in their designated Assembly Area (according to departmental evacuation maps).
- Once the head count is finished, *Attendance Controllers, Facility Action Safety Team (FAST) Captains, Evacuation Coordinators, Supervisors, & Managers*, will return to the **Council Chambers** to discuss what happened, people’s experiences during the drill, what they were thinking about, what caused concern, what worked well and what did not.

Fall into Gardening with Free How-To Talks and a Special Event



Ideal for beginning and intermediate gardeners

Create a Year-Round Edible Garden – Tools for Design, Production and Harvest

• **Saturday, September 28**
10:00 am – 12 noon

Ploughshares Nursery, 2701 Main St., Alameda

Get the basics for producing loads of food in urban spaces sustainably. This talk covers soil health, companion planting, and seasonal growing calendars, with a focus on fall loving edibles like garlic, kale, chard, kohlrabi and carrots. Every participant will receive the Edible Reader – chock full of useful and diverse resources.



Make 'Gardening Gold' Compost

• **Saturday, October 12**
10:00 am – 11:30 am

Bay-Friendly Demonstration Garden, Lakeside Park*
666 Bellevue Ave., Oakland



Give your plants and edibles the gift of compost. The best is the kind you make yourself. Join Master Composters Lori Caldwell and Renee Ray for this compost smash up and learn all the in's and out's of both backyard composting and worm composting – the latter is supreme fertilizer and fodder for compost tea. One lucky participant will go home with a compost bin!

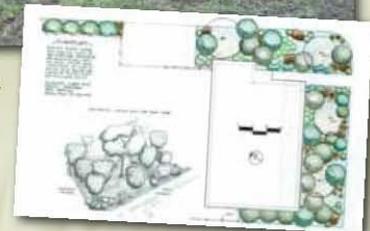
*\$5 parking fee in Lakeside Park

Lawn CONVERSION Party

• **Saturday, November 2**
9:30 am – 1:00 pm

San Leandro (Register for location)

Not like any other lawn party – this one gives you a chance to help convert a lawn into a garden using sheet mulch, all in one day! We'll be supporting one local homeowner as she transforms her front yard. Bay-Friendly Qualified Designer Jennifer Smith (this garden's designer) will be on hand, along with Everygreen Nursery staff and other Bay-Friendly educators, to guide us as we sheet mulch and plant this garden. There will be a drawing for complimentary sheet mulch packages and other garden gifts. Get more details and pre-register at www.stopwaste.org/gardening so that we have a head count for tools and tasty seasonal snacks.



Details: All events are free and open to the public. Lawn Conversion Party requires pre-registration. There will be a drawing for garden gifts at the end of each talk. These events are sponsored by StopWaste and supported by EBMUD. Thanks to our hosts: Ploughshares Nursery, Evergreen Nursery, Tamiko Johnson.

For more details on these events, visit:

www.stopwaste.org/gardening

City of San Leandro America Recycles Day Event



Wednesday, November 20 • 9:00am - 1:00pm
Marina Community Center
15301 Wicks Blvd, San Leandro

Celebrate America Recycles Day! This year's campaign theme "I want to be Recycled" is aimed at motivating residents to recycle every day. Recyclable materials can be given a second, third, and fourth life to become something new if someone chooses to recycle. In a very practical way we can all help to improve our economy, conserve our energy and resources, if we recycle.



WHAT YOU CAN BRING TO RECYCLE:

- ◆ Household batteries
- ◆ Expired or unused medication (no controlled substances)
- ◆ Mercury thermometers
- ◆ Fluorescent lights and tubes or incandescent bulbs
- ◆ CDs, DVDs, jewel cases, floppy disks, audio and video tapes
- ◆ Cell phones and cell phone chargers
- ◆ Empty toner cartridges

REQUIREMENTS:

- ⊙ San Leandro Residents only
- ⊙ Remove all Excess Bags and Packaging from Products
- ⊙ Place Batteries in Ziploc bags Separate from Other Products
- ⊙ Medicines should be removed from their original containers and placed in Ziploc Bags separate from other products
- ⊙ All types of light bulbs accepted

MANAGE YOUR HOUSEHOLD PRODUCTS

THE RIGHT WAY:

- ⊙ Do not flush medicine down the drain
- ⊙ Compost vitamins in your green yard trimmings cart
- ⊙ Dispose of needles, syringes and lancets in a sharps container
- ⊙ Do not buy more than you need
- ⊙ Personal care products (deodorants, lotions, shampoos, etc.) should be properly disposed of in your garbage cart

THE FOLLOWING ITEMS WILL NOT BE ACCEPTED:

- ◆ VITAMINS
- ◆ NEEDLES & SHARPS
- ◆ SOAPS & OTHER PERSONAL CARE PRODUCTS
- ◆ ELECTRONIC DEVICES
- ◆ CAR BATTERIES
- ◆ CHEMICALS OR PAINTS
- ◆ NEW TONER CARTRIDGES
- ◆ LIGHT FIXTURES OR BALLASTS



It is against the law to throw batteries in the trash. On February 8, 2006, the State of California banned household batteries and other hazardous products (like fluorescent lights) from disposal.

Recycle Your Medication



Unused medicine flushed or put down the drain can end up in our waterways and pollutes the environment. You can make a world of difference by following prescriptions as directed, and then disposing of your unused portions properly.

Capital Project Update			printed October 7, 2013	
Item	Description	Funding Source	Status	Planned Completion
1	Annual Street Overlay/Rehab 2013-14 Street surface replacement	Measure B VRF	pre-design	Fall 2014
2	Annual Street Sealing 2013-14 Maintenance treatments to street surfaces such as slurry seal that extend pavement life	Gas Tax VRF	pre-design	Fall 2014
3	Heron Bay Levee Maintenance Replace rip rap that protects Heron Bay levees.	Heron Bay Assessment District	pre-design	Fall 2015
4	San Leandro Blvd Rehab Street surface replacment on San Leandro Blvd from Williams Street to Hudson St	OBAG grant Measure B	pre-design	To be determined
5	Accessible Pedestrian Signal Upgrades 2012 Add ADA compliant pedestrian feedback equipment to 13 existing traffic signals.	Freedom Grant	Design	Summer 2014
6	Bancroft / Sybil signal improvements Replace traffic signal	HSIP Grant	Design	Summer 2015
7	Bicycle Network East Install striping and signage for bicycles on portion of network east of BART tracks.	Measure B	Design	Summer 2014
8	Closed Circuit Television truck for WPCP Determine best technology and purchase truck with equipment for sewer video inspections	WPCP Enterprise Fund	Design	Winter 2013-14
9	Downtown Garage Parking Management Plan Evaluate parking needs and determine best way to manage parking	RDA Successor Agency	Design	Spring 2014
10	East 14th / Hesperian / 150th Intersection Widen roadway to accommodate traffic turning lanes	Measure B	Design	Spring 2017
11	East 14th Street Undergrounding (150th to Blossom) Relocate overhead utilities to UG and remove poles	UG utility fees and PG&E Rule 20A	Design	Spring 2015

Capital Project Update				printed October 7, 2013
Item	Description	Funding Source	Status	Planned Completion
12	Fiber Conduit for Broadband Network Install approximately 32,000 feet of conduit in support of LIT SL project	EDA Grant	Design	Summer 2014
13	Fiber Loop Separation City Hall to Main Library Add a second fiber conduit between these locations to create a redundant/alternate data path.	General Fund and DFSI	Design	Summer 2014
14	Floresta/Monterey Improvements Widen sidewalk at intersection to reduce pedestrian crossing distance.	Measure B	Design	Summer 2014
15	Hesperian / Springlake / Railroad Improvements Modify signal and sidewalk to improve pedestrian safety	Grant (section 130)	Design	Summer 2014
16	Marina Community Center pedestrian crosswalk Install lights to warn motorists of pedestrians within the crosswalk.	Measure B	Design	Summer 2014
17	Master Plan of City Streets - GIS exhibits Create maps of streets to be widened in GIS format	DFSI	Design	Fall 2013
18	Replace HVAC fan and coil at Police Dept Extend life of existing HVAC system for Police Dept building by replacing worn parts	Building Maintenance Fund	Design	Fall 2014
19	City Hall Roof Replace south roof of City Hall	Building Maintenance Fund	Design	Spring 2014
20	Replace storefront windows at Marina Community Center Revise window construction to eliminate water intrusion.	Building Maintenance Fund	Design	Summer 2014
21	San Leandro Ballpark Restroom Enlarge public restrooms to meet ADA by reducing size of team locker rooms.	WW grant	Design	Winter 2014-15
22	Sanitary Sewer Capacity Study and Master Plan Evaluate SS system for projected flows, identify deficient areas.	WPCP enterprise fund	Design	Spring 2014

Capital Project Update			printed October 7, 2013	
Item	Description	Funding Source	Status	Planned Completion
23	Sanitary Sewer point repair 2012-13 and 2013-14 Repair existing sanitary sewer pipes at various locations throughout the City.	WPCP enterprise fund	Design	Summer 2014
24	Sidewalk Program 2013-14 Replace damaged portions of existing sidewalk, install ADA curb ramps.	Measure B TDA grant CDBG	Design	Summer 2014
25	South Office space planning for PD Conceptual layout of space for use by PD	General Fund	Design	Summer 2014
26	Storm Drain Outfall Repair Repair storm drain outfalls at Cary Ave, Glen Drive, MacArthur Blvd, and Monarch Bay Drive.	Measure B	Design	Fall 2014
27	Washington/Monterey Traffic Signal Upgrade Modify existing signal to improve safety and capacity	Grant HSIP	Design	Winter 2014-15
28	Monarch Bay Bridge Maintenance and Repair Repair concrete and seal deck of bridge located south of Marina Park	Highway Bridge Program Grant and Measure B	Bid & Award	Fall 2014
29	Annual Street Overlay/Rehab 2012-13 Street surface replacement.	Measure B	Construction	Fall 2013
30	Annual Street Sealing 2011-12 & 2012-13 Street surface maintenance treatment chip, slurry, cape, or micro seal	Measure B	Construction	Fall 2013
31	BART-Downtown Pedestrian Improvements and Annual Overlay/Rehab 2011-12 Streetscape improvements along San Leandro Boulevard between Davis Street and Williams Street	Federal Grant, Gas tax	Construction	Winter 2013-14
32	Bridge Maintenance and Repair Repair concrete and seal bridge surface, San Leandro Blvd at Creek and Wicks Blvd near Stenzel Park	Measure B	Construction	Fall 2013
33	Stenzel Park Drainage Install storm drain inlet and pipe to improve drainage at Stenzel Park.	WW grant	Construction	Fall 2013

Capital Project Update			printed October 7, 2013	
Item	Description	Funding Source	Status	Planned Completion
34	Westgate Wall Repair Repair portion of wall damaged by vehicle collision.	General Fund	Construction	Winter 2013-14
35	WPCP Rehabilitation Replace worn facilities to improve redundancy at Water Pollution Control Plant	WPCP enterprise fund	Construction	Fall 2014
36	Annual Sidewalk Program 2012-13 Replace damaged portions of existing sidewalk, install ADA curb ramps.	Measure B	Construction	Complete
37	Downtown Garage parking control and security cameras Install automatic pay system and security cameras at Garage	RDA Successor Agency	Construction	Complete