



City Manager's Weekly Update

July 1, 2015

UPCOMING MEETINGS

- 7/6** City Council Meeting, 7:00 p.m., Council Chambers
- 7/7** City Council Facilities & Transportation Committee Meeting, 4:00 p.m., Sister Cities Gallery
- 7/13** City Council Work Session, Town Hall Meeting for Districts 3, 4, and 6; 7:00 p.m., Location: Marina Community Center
- 7/20** City Council Meeting, 7:00 p.m., Council Chambers
- 7/27** City Council Sexual Harassment & Discrimination Training, 6:00 p.m., City Council Chambers
- August – Recess**
- 9/8** City Council Meeting, 7:00 p.m., Council Chambers
- 9/14** City Council Work Session, 7:00 p.m., Council Chambers
- 9/21** City Council Meeting, 7:00 p.m., Council Chambers

To: City Council
From: Chris Zapata, City Manager

Mark Your Calendar

Districts 3, 4 & 6 Town Hall Meeting Set for Monday, July 13th
Monday, July 13, 7:00 p.m. – 8:30 p.m., Titan Room of the Marina Community Center, 15301 Wicks Blvd.

- The Districts 3, 4, and 6 Town Hall meeting is set for July 13th, which will be hosted by Council Member Lee Thomas, Council Member Benny Lee and Vice-Mayor Jim Prola.
- The agenda for the evening will include updates on various projects that are happening throughout the districts, as well as substantial open time for questions or feedback from the public on any topics concerning city government.
- For additional information, please contact Eric Engelbart at eeengelbart@sanleandro.org or 577-3391.

Free Family Movie Nights at San Leandro Parks

Wednesday, July 8; Wednesday, July 22; Wednesday, August 5

- The Family Movie Nights program is back for summer 2015, which will showcase family-friendly movies at various parks throughout the City during the months of July and August. These fun events are free and open to the public and will take place according to the following schedule:
- Maleficent on Wednesday, July 8th, at Washington Manor Park (14900 Zelma Street)
- Paddington on Wednesday, July 22nd, at Halcyon Park (1245 147th Avenue)
- Big Hero 6 on Wednesday, August 5th, at Chabot Park (1698 Estudillo Avenue)
- All of the films are rated PG, and shows will begin promptly at 8:30 p.m. Bring your lawn chairs, blankets and snacks, and enjoy this summertime family event. For more information, please contact Recreation & Human Services Customer Service at (510) 577-3462. These events are being made possible thanks to a generous donation from the San Leandro Optimist Club.

Council Information

Public Safety Staffing for 4th of July Holiday

- The San Leandro Police Department (SLPD) will have increased patrol staffing for the upcoming holiday and will be working with neighboring jurisdictions for support on issues of mutual concern. All fireworks, including “safe and sane” fireworks, are illegal within City limits and throughout unincorporated Alameda County. Holiday staffing will include additional foot patrol in the parks and additional patrol staffing to handle fireworks-related calls. SLPD will begin closing Marina Park at 6:00 p.m., and the park will be

fully closed at 8:00 p.m.

Installation of Bike Route Signs in Front Yards - San Leandro Bikeway East Improvements (staff report and letter attached)

- This report provides information on installation of bike route signs related to the San Leandro Bikeway East Improvements project.
- The San Leandro Bikeway East Improvements will commence construction on June 29th. Work includes the installation of signage, striping and pavement markings to establish Class 2 bike lanes and Class 3 bike routes within the section of San Leandro east of the BART tracks. Bike lanes are striped lanes, typically five feet wide along the roadway edge, and which are dedicated for use by bicyclists. Bike routes are travel lanes to be shared by both bicyclists and drivers of motor vehicles.
- The attached letter will be sent to residents where signs will be installed in their front yard to explain the purpose of the proposed signage and to provide them with the contact information of the project manager for the City in case there are questions or concerns. All signage is proposed to be installed within the public right-of-way.

Recycling is Now the Law for All San Leandro Businesses and Multi-Family Properties

- Starting July 1, 2015, all businesses and multi-family properties in San Leandro will be required to provide adequate on-site collection service for the amount of recyclable materials they produce. The requirements are part of the second phase of the Alameda County Waste Management Authority's Mandatory Recycling Ordinance 2012-01. Previously, only businesses generating four or more cubic yards of solid waste per week and multi-family properties with five or more units were required to participate. Phase 2 of the ordinance extends these requirements to all San Leandro institutions.
- In 2012, Phase 1 of the Alameda County Waste Management ordinance took effect in San Leandro and 11 other cities in Alameda County. The ordinance was adopted as a critical strategy to help Alameda County reach its long-term waste reduction goals — specifically to ensure that less than 10 percent of discards sent to landfills in 2020 are easily recyclable and compostable materials.
- In order to comply, businesses and multi-family properties must provide containers and service of sufficient number, size and frequency for recyclable materials generated and recycle all covered materials, including cardboard, paper, recyclable glass containers, metal containers, and plastic bottles.
- Assistance and resources are available to help with compliance. For additional information, including details about the requirements, how to comply, and an overview of available services and support materials, please visit www.RecyclingRulesAC.org or call Stopwaste at (510) 891-6575.

Notice of Vacancy for City Boards and Commissions (attached)

- The Notice of Vacancy was updated on June 29, 2015, to add unscheduled vacancies and remove filled positions.
 - Added Personnel Relations Board, At Large
 - Removed Rent Review Board, Resident Landlord (nomination made)
- The Notice of Vacancy is posted on the City website and on the bulletin boards outside the City Council Chambers and at the Main Library.
- The Notice of Vacancy does not include members whose terms expired on December 31, 2014.
- For more information or an application, visit the Boards and Commissions homepage.

New One-Stop Permit Center Hours Implemented July 1, 2015

- In an effort to improve customer service, slight revisions in the One-Stop Permit Center hours are being made to align the hours of the various divisions and departments.
- The following schedule will go into effect on July 1, 2015:

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
BUILDING 577-3423 PLANNING 577-3325 ENVIRONMENTAL 577-3401	8 am – 4 pm	8 am – 4 pm	8 am – 3 pm	8 am – 4 pm	By appointment
FIRE 577-3317	8 am – 4pm	8 am – 12 pm Afternoons by appointment	8 am – 12 pm Afternoons by appointment	8 am – 12 pm Afternoons by appointment	By appointment
ENGINEERING 577-3428	8 am – 4 pm	8 am – 12 pm	8 am – 12 pm	8 am – 12 pm	By appointment
Cashier's Office Hours for Business Licenses 577-3468	8 am – 3 pm	8 am – 3 pm	8 am – 3 pm	8 am – 3 pm	

[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 since last week:

- [21st Amendment Brewery is Now Open!](#)
- [Dining Discoveries: New Hong Kong](#)

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

CITY OF SAN LEANDRO

STAFF REPORT

Date: June 25, 2015

To: Chris Zapata, City Manager

From: Keith Cooke, Director
Engineering and Transportation Department

By: Nick Thom, Acting City Engineer
Engineering and Transportation Department

Subject: **Installation of Bike Route Signs in Front Yards
San Leandro Bikeway East Improvements**

SUMMARY AND RECOMMENDATION

This report provides information on installation of bike route signs related to the San Leandro Bikeway East Improvements project. This is for information only and no action is required.

BACKGROUND AND DISCUSSION

The San Leandro Bikeway East Improvements will commence construction on June 29, 2015. Work includes the installation of signage, striping and pavement markings to establish Class 2 bike lanes and Class 3 bike routes within the section of San Leandro east of the BART tracks. Bike lanes are striped lanes typically five feet wide along the roadway edge and are dedicated for use by bicyclists. Bike routes are travel lanes to be shared by both bicyclists and drivers of motor vehicles.

The sidewalk width is too narrow at certain locations to install new bike route signs while maintaining a 4'-wide accessible path per Americans with Disabilities Act (ADA) guidelines. At those locations, the signs will be installed just behind the sidewalk in the front yard of residences, but still within the public right-of-way.

The attached letter will be sent to residents where signs will be installed in their front yard to explain the purpose of the new signs and to provide them with the contact information of the project manager for the City in case there are questions or concerns. The address list for the letters is also attached.

July xxxx, 2015

[Name]
[Address Line 1]
[Address Line 2]

**SUBJECT: Bike Route Sign Installation
San Leandro Bikeway East Improvements Project
(City Project No. 2013.0160, File 3.7)**

Dear [Title & Last Name(s)]:

Construction is underway for the San Leandro Bikeway East Improvements Project, which will create bike lanes and bike routes within the section of San Leandro east of the BART tracks. The scope of work includes the installation of signs, pavement markings and stripes.

Most signs associated with this project will be installed within the sidewalk and landscaping strips. The sidewalk in front of [Property Address] is too narrow to accommodate a new sign while maintaining a 4'-wide accessible path per the Americans with Disabilities Act guidelines, so it will be installed within the public right-of-way just behind the sidewalk.

I can be reached at (510) 577-3302 or via email at the address below if you have any questions or concerns. You can find out more about this project on the "Current Projects" section of our website at <http://www.sanleandro.org/depts/transit>. My apologies for any inconvenience this project might cause.

Sincerely,

Kyle K. Lei, P.E., Associate Engineer
Engineering and Transportation Department
klei@sanleandro.org

KRC:KF:KL:pd

cc: A. Andrews; N. Thom



NOTICE OF VACANCY

City of San Leandro Boards & Commissions

Notice is hereby given that there are vacancies on the following City of San Leandro Boards and Commissions:

Personnel Relations Board (Representation: At Large)

First posted on June 29, 2015

To qualify for this position, you must be

- A registered voter of Alameda County
- A San Leandro resident

For further information regarding the duties and responsibilities of a member of the Personnel Relations Board, please contact Emily Hung, Acting Human Resources Manager, at (510) 577-6076 or ehung@sanleandro.org.

For an application, visit the City website at www.sanleandro.org. For further information regarding the appointment process, please contact City Clerk Tamika Greenwood at (510) 577-3367 or tgreenwood@sanleandro.org.