



City Manager's Weekly Update

July 9, 2015

UPCOMING MEETINGS

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.

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

Tobacco Control Report Card Update (flyers attached)

- As an update to the discussions on Tobacco regulations and also the City's most recent report card, City staff are working with our temporary Youth coordinator and the City Attorney to develop a Tobacco Retail License Program, which is designed to reduce access of tobacco products to youth. Many cities have similar regulations, and adoption of such a program by the City Council would improve our tobacco report card and is considered a best practice. City staff tentatively plan to bring forward any recommended actions

to the City Council by the end of the year.

- Hayward recently adopted a Tobacco Retail License Program. Please see the below attachment for an overview of the program, or view [Section 10-1.2780 of the Hayward Municipal Code](#) for additional information.

Electrical Upgrade Work At San Leandro BART Station (flyer attached)

- On July 6, 2015, BART notified City staff that on July 23rd, it will begin electrical improvements to the San Leandro Electrical Substation in the BART parking lot, beneath the tracks near Davis Street. The project will renovate the electrical substation and will replace most of the existing equipment from the 1970s. *To accommodate construction activities, 42 of the existing 925 parking spaces will be closed for one year.* These 42 parking spaces will not be accessible to BART customers until July 2016, when construction is scheduled to end.
- BART plans to distribute the attached passenger bulletin to customers and residents and will work with the San Leandro Chamber of Commerce and the San Leandro Business Improvement District to distribute the information to businesses and property owners. BART will also place A-Frame signs inside and outside the station to inform customers. “No Parking” signs will be placed at the affected parking spaces 72 hours prior to beginning work.

Transaction Ledger for the June Monthly Investment Report (flyer attached)

- Consistent with the City’s Investment Policy reporting requirements, the Department of Finance has provided its monthly investment transaction report. The report contains a list of the City’s investment dispositions, acquisitions and other transactions that occurred during the month of June 2015. All dispositions of securities for June were due to maturity.

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. 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 <http://www.RecyclingRulesAC.org> or call Stopwaste at (510) 891-6575.

Notice of Vacancy for City Boards and Commissions (flyer attached)

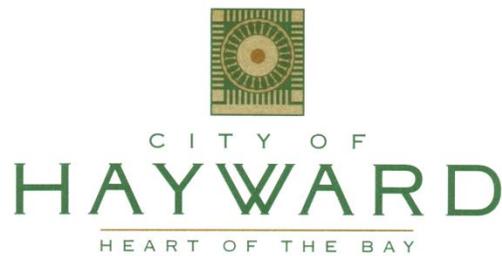
- The Notice of Vacancy was updated on June 29, 2015, to add unscheduled vacancies and remove filled positions.
 - Added Personnel Relations Board, At Large
 - Removed Rent Review Board, Resident Landlord (nomination made)
- The Notice of Vacancy is posted on the City website and on the bulletin boards 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, please visit the Boards and Commissions homepage.

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:

- [SF Business Times: SL Tech Campus is one of the “Coolest Offices in the Bay Area”](#)
- [Share Your Opinions About Downtown Parking](#)

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



City of Hayward Tobacco Retail License Program Frequently Asked Questions

What businesses are considered to be tobacco retailers?

Tobacco Retail Sales Establishment” or “Tobacco Retailer” as defined in [Section 10-1.2.780](#) of the Hayward Municipal Code means any establishment that sells tobacco, tobacco products, electronic smoking devices, tobacco paraphernalia, or any combination thereof, including retail or wholesale sales.

Who is required to have a State of California tobacco retailer’s license, and how much is it?

Retail sellers of cigarettes and tobacco products in California must have a Cigarette and Tobacco Products Retailer's License in accordance with the [California Cigarette & Tobacco Products Licensing Act of 2003](#). There is a one-time fee of \$100 for each location from which you sell cigarettes or tobacco products at retail. The license is valid for one year and must be renewed annually. Additional information can be found on the [California State Board of Equalization](#)

How can I get my State of California cigarette and tobacco products retailers license?

You may register for a permit, license, or account using the States [online registration](#) system. Online registration is the convenient way to register and is available 24 hours a day

I already have a state tobacco license issued by the California Board of Equalization. Why do I need a tobacco license from the City?

The tobacco license issued by the California Board of Equalization is meant to curb tobacco tax fraud and the counterfeiting of tobacco products. That license does not preempt local jurisdiction from adopting local tobacco licenses. The City of Hayward adopted the tobacco retail sales ordinance in 2014 to encourage responsible tobacco retailing and to discourage violations of federal, state and local tobacco-related laws, especially those that prohibit the sale or distribution of tobacco products to minors.

Can I sell tobacco products in the City of Hayward with just a State or City tobacco license?

No. To legally sell tobacco products in the City of Hayward you will need both a valid state tobacco license and a City of Hayward tobacco retail license.

What does the City of Hayward tobacco license require?

The license requires that tobacco retailers comply with federal, state and local tobacco related laws, including provisions of the [Section 10-1.2780](#) of the Hayward Municipal Code.

How much is the license, and how long is the license effective?

In accordance with the city of Hayward [Master Fee Schedule](#), the license fee is \$400, valid for one year, and must be renewed annually.

When will I receive my license from the City?

Tobacco retail license are mailed within 14 days after receipt of payment by the City.

Do I have to post my State and City Tobacco licenses?

Yes. All Tobacco Retail Sales Establishments shall display their State and City Tobacco Retailer License to sell tobacco products and their annual inspection certificate in a visible, prominent location.

Where do I send the license application and required documents?

Mail the tobacco retail license application and required documents to: City of Hayward [Revenue Division](#) ATTN: TOBACCO RETAIL LICENSING, 777 B Street, 1st Floor, Hayward CA, 94541

What do I do if I have multiple tobacco retailing locations?

Each location that sells tobacco, tobacco products, and or tobacco paraphernalia must have its own license.

Will there be inspections?

Yes. City Code Enforcement Inspectors and or Law Enforcement will conduct regular site inspections of retailers for compliance with local, state and federal tobacco retail laws. The Hayward Police Department will conduct random undercover youth decoy operations to check compliance with laws prohibiting the sale of tobacco products to minors.

What will happen if I am cited for a license violation during an inspection?

Violations of the license are subject to fees, penalties, suspension and/or revocation of the license, depending on the type of violation and number of past violations.

Can I appeal a violation?

Yes. Hearings for Tobacco Retail License Factual Findings must be filed within 10 days of the violation notification or the right to contest the violation is waived. Only the owner of the property can contest a Notice of Violation. The completed [hearing form](#), and hearing fee must be submitted to the City of Hayward Revenue Division, 777 B Street Hayward CA 94541 prior to this deadline.

What is the cost of filing for a hearing?

There is a \$225.00 Hearing fee that will be collected when the form is submitted. There are no 'drop in' sessions. All hearings are held at the Hayward City Hall, 777 B Street, Hayward Ca. It is up to the claimant to determine what documentation or assistance will be of help to them in presenting their case. Claimants will be notified of the Hearing Officer's decision in writing. If the Hearing Officer finds for the Claimant, the Hearing fee is returned.

What if I don't pay fees or penalties related to violations?

Unpaid fines or penalties are collected through established City practices. These may include special assessments, property liens or referral to a collection agency, as well as interest charges and penalties. Repeat offenders are also subject to increased fines and possible misdemeanor charges.

Where can I find information on local, State laws related to tobacco?

City of Hayward:

- [Tobacco Retail Ordinance](#)
- [Smoking Ordinance](#)

State of California:

- [State of California Tobacco Control laws](#)
- [Cigarette and tobacco Products Licensing Act of 2003](#)
- [California Penal Code Section 308](#)
- [STAKE Act](#)

Who do I contact if I have additional questions?

Retailers can contact the Code Enforcement Division at 510-583- 4143 or visit www.cityofhayward-ca.gov for further information.



Passenger Bulletin

News of Special Interest to Our Passengers

Bay Area Rapid Transit

300 Lakeside Drive
Oakland, CA 94612
(510) 464-6000
www.bart.gov

ELECTRICAL UPGRADE WORK AT SAN LEANDRO STATION WILL CLOSE 42 PARKING SPOTS JULY 2015 FOR 1 YEAR

Dear Customer:

Towards the end of July 2015 BART will begin electrical improvements for the San Leandro Electrical Substation in the BART parking lot located under the tracks near Davis Street. The project will renovate the electrical substation by replacing most of the existing equipment from the 1970's with new equipment. 42 parking spaces out of 925 total spaces will be closed for 1 year.

During renovation, this section of the parking lot will be closed to the public (see the map on the reverse of this bulletin). The contractor will post "No Parking" signs 72 hours in advance in designated areas prior to the fence going up. All work is scheduled to occur on weekdays; however there may be occasions when night or weekend work may be necessary. The work will take approximately 12 months to complete.

We realize this is an inconvenience, and appreciate your patience while we make these improvements. If you have questions or need information about this construction contract, you may contact Shahbaz Khan, BART Electrical and Mechanical Engineer at 510- 464-6531.

You can get BART Service Advisories (BSA) on your phone. To sign up for BSAs, please visit us on the web at www.bart.gov/advisories. You may also call 511 to get up-to-date service information. Follow us on Twitter @SFBART for news and @SFBARTalert for automated service advisories.

A web page is available with transit and parking alternatives such as the Downtown Garage or Hays Street lot: <http://www.sanleandro.org/depts/cd/projects/bartpark/default.asp>
You might also want to try parking at nearby BART Stations like Coliseum and Bay Fair.

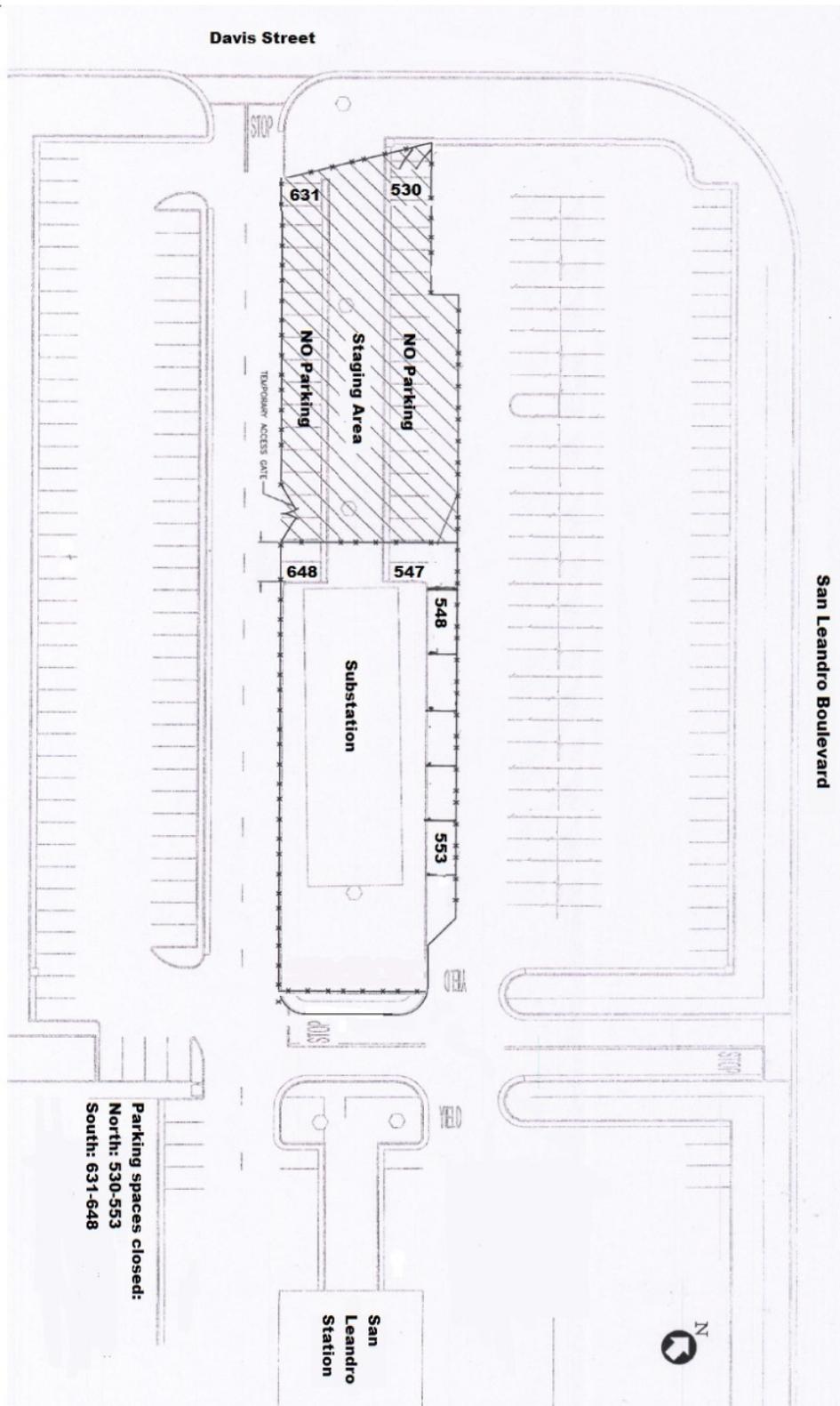
If you need language assistance services, please call BART's Transit Information Center at (510) 465-2278.

如需語言援助服務，請致電 BART 公共交通資訊中心，電話號碼為 (510) 465-2278.

통역이 필요하시면, BART 수송 정보 센터 (510) 465-2278로 전화해 주십시오.

Si necesita servicios de asistencia de idioma, llame al centro de información de tránsito del BART al (510) 465-2278.

Nếu quý vị cần các dịch vụ trợ giúp ngôn ngữ, xin gọi cho Trung Tâm Thông Tin Chuyên Chở Công Cộng của BART tại số (510) 465-2278.



Parking spaces closed:
North: 530-553
South: 631-648



Transaction Ledger

5/31/15 Thru 6/30/15

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	06/01/2015	3135G0ZE6	1,000,000.00	FNMA Note 1.75% Due 6/20/2019	101.493	1.37 %	1,014,928.00	7,826.39	1,022,754.39	0.00
Purchase	06/01/2015	60934N104	4,500.00	Federated GOVT OBLIG MMF	1.000	0.01 %	4,500.00	0.00	4,500.00	0.00
Purchase	06/01/2015	60934N104	2.76	Federated GOVT OBLIG MMF	1.000	0.01 %	2.76	0.00	2.76	0.00
Purchase	06/05/2015	60934N104	3,588.00	Federated GOVT OBLIG MMF	1.000	0.01 %	3,588.00	0.00	3,588.00	0.00
Purchase	06/10/2015	60934N104	9,031.25	Federated GOVT OBLIG MMF	1.000	0.01 %	9,031.25	0.00	9,031.25	0.00
Purchase	06/20/2015	60934N104	8,750.00	Federated GOVT OBLIG MMF	1.000	0.01 %	8,750.00	0.00	8,750.00	0.00
Purchase	06/21/2015	60934N104	4,000.00	Federated GOVT OBLIG MMF	1.000	0.01 %	4,000.00	0.00	4,000.00	0.00
	Subtotal		1,029,872.01				1,044,800.01	7,826.39	1,052,626.40	0.00
TOTAL ACQUISITIONS			1,029,872.01				1,044,800.01	7,826.39	1,052,626.40	0.00
DISPOSITIONS										
Sale	06/01/2015	60934N104	1,022,754.39	Federated GOVT OBLIG MMF	1.000	0.01 %	1,022,754.39	0.00	1,022,754.39	0.00
	Subtotal		1,022,754.39				1,022,754.39	0.00	1,022,754.39	0.00
TOTAL DISPOSITIONS			1,022,754.39				1,022,754.39	0.00	1,022,754.39	0.00
OTHER TRANSACTIONS										
Interest	06/01/2015	913017BU2	500,000.00	United Tech Corp Note 1.8% Due 6/1/2017	0.000		4,500.00	0.00	4,500.00	0.00
Interest	06/05/2015	166764AA8	650,000.00	Chevron Corp. Callable Note Cont 11/5/17 1.104% Due 12/5/2017	0.000		3,588.00	0.00	3,588.00	0.00
Interest	06/10/2015	313373SZ6	850,000.00	FHLB Note 2.125% Due 6/10/2016	0.000		9,031.25	0.00	9,031.25	0.00
Interest	06/20/2015	3135G0ZE6	1,000,000.00	FNMA Note 1.75% Due 6/20/2019	0.000		8,750.00	0.00	8,750.00	0.00
Interest	06/21/2015	313379DD8	800,000.00	FHLB Note 1% Due 6/21/2017	0.000		4,000.00	0.00	4,000.00	0.00
	Subtotal		3,800,000.00				29,869.25	0.00	29,869.25	0.00
Dividend	06/01/2015	60934N104	176,523.64	Federated GOVT OBLIG MMF	0.000		2.76	0.00	2.76	0.00
	Subtotal		176,523.64				2.76	0.00	2.76	0.00
TOTAL OTHER TRANSACTIONS			3,976,523.64				29,872.01	0.00	29,872.01	0.00



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.