



# City Manager's Weekly Update

December 15, 2016

## UPCOMING MEETINGS

### 2016

**12/19** City Council Meeting  
7:00 PM City Council  
Chambers

### **Holiday Closure 12/23/16 – 1/3/17**

**1/3** City Council Meeting 7:00  
PM City Council  
Chambers

**1/9** City Council Work  
Session, 7:00 PM

**1/17** City Council Meeting 7:00  
PM City Council  
Chambers

**1/28** City Council Special  
Meeting, Annual Planning  
Session, Main Library  
Estudillo Room

**1/30** City Council Work  
Session, 7:00 PM, City  
Council Chambers

**To: City Council**  
**From: Chris Zapata, City Manager**

## Mark Your Calendar

### Holidays At The Casa

**Sat. Dec. 17<sup>th</sup> 11:00 AM – 4:00 PM, Casa Peralta 384 Estudillo Ave.**

Casa Peralta and the San Leandro History Museum are hosting a traditional holiday celebration featuring free refreshments, tours and photos with Santa! The event is free and open to the public. For more information call 577-3975 or 577-3971

### Holiday Lights Recycling Program (Attached)

**November 21<sup>st</sup> – January 13<sup>th</sup>, Public Works Service Center, 14200 Chapman Rd.**

**Intake Hours: Monday through Friday from 7:00 AM to 3:30 PM**

Residents will have the opportunity to conveniently dispose of holiday lights free of charge through the City's Holiday Lights Recycling Program. Participants may bring old and non-working holiday lights to the Public Works Service Center for recycling. Participants are asked to ensure light strands are free from excess packaging. Please note that compact fluorescent lamps (CFLs), pre-lit Christmas trees, lighted garlands, lighted wreaths and extension cords will not be accepted.

## Council Information

### Main Library Closure (Attached)

Beginning Monday, December 19, 2016, carpet will be replaced throughout the Main Library and meeting rooms. This work will require closure of the library and will continue through Sunday, January 22, 2017. Please see the attached memo, press release and multi-lingual outreach materials for detailed closure information.

### City Hall Holiday Closure

City Administrative offices will be closed for the holidays beginning Friday, December 23, 2016 through Monday, January 2, 2017 with the exception of public safety services and other required functions. Regular business hours will resume on Tuesday January 3, 2017.

## 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:

[The Zippower Project: Managing San Leandro's Energy Future](#)

[The Original Mels Diner To Open On December 19!](#)

[Sons Of Liberty Now Open!](#)



# RECYCLE YOUR *holiday lights*

Don't throw out your holiday lights – **RECYCLE** them!



**LOCATION:** Public Works Service Center

14200 Chapman Road

**DATES:** November 21, 2016 — January 13, 2017

Monday through Friday, 7:00 am — 3:30 pm

**SAN LEANDRO RESIDENTS ONLY**



**PLEASE REMOVE ALL EXCESS BAGS AND PACKAGING**

Bring us your light strands of all  
lengths and **COLORS!**

**The following items will not be accepted:**

- \* Compact Fluorescent Lamps
- \* Pre-Lit Christmas Trees
- \* Lighted Garland/Wreaths
- \* Extension Cords



# **CITY OF SAN LEANDRO**

## **STAFF REPORT**

**Date:** December 9, 2016

**To:** Chris Zapata, City Manager

**From:** Keith R. Cooke, P.E., Director  
Engineering and Transportation Department

**By:** Mark Goralka, P.E., Associate Engineer  
Engineering and Transportation Department

**Subject:** Main Library Closure and Carpet Replacement

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### **SUMMARY AND RECOMMENDATION**

The following is an update on the Main Library Carpet Replacement Project. This is for information only and no action is required.

### **BACKGROUND AND DISCUSSION**

Beginning Monday, December 19, 2016, carpet will be replaced throughout the Main Library and meeting rooms. This work will require closure of the library and will continue through Sunday, January 22, 2017. The following measures were taken by Library staff and the City Communications & Community Relations Manager to inform the public of this closure:

- A public notice flier was posted on the library website.
- A notice was sent by email to library users with an email address on file.
- A press release was issued to local media on November 22, 2016. The San Leandro Times published a story on December 8, 2016.
- Closure information will be featured in the City's color half-page ad with the San Leandro Times on December 15, 2016.
- Notices were sent out via the City's social media accounts on Nextdoor, Facebook, and Twitter.
- Multi-lingual posters were distributed to the three branch libraries, the Marina Community Center, and Senior Community Center.
- Multi-lingual notices were posted on 'electronic billboards' in City facilities.
- Multi-lingual fliers with information on the closure and expanded branch hours were made available in all library branches.
- Recreation and Human Services sent the closure notice to over 12,000 recipients who opt into their online notification system.

A five week closure period is necessary based on the extensive amount of work involved in preparation and construction. During this closure period, City staff will:

- Remove the bottom row of books on over 930 book stacks so that the bottom molding can be lifted for installation of the carpet around the fixed shelf supports.
- Place shrink wrap around the book stacks to protect them from dust.
- Box and remove belongings from staff cubicles, reference materials in file cabinets and flat files.
- Unplug and secure computers and other electronics.
- Return the above materials once the carpet work is done.

Century Carpet has a contract for \$517,885 to remove, recycle, and replace approximately 55,000 sf of flooring for this project, an amount which is equivalent to over an acre in area and more than enough to cover a football field. Movable furniture will be raised or relocated by the contractor for placement of the carpet, while fixed furniture and book stacks will need to be individually trimmed. The existing carpet in the Karp and Estudillo meeting rooms will be upgraded with the installation of resilient flooring, which will be easier to maintain. In addition, this contract includes painting the entrance lobby and accent walls within the library to update colors that clash with the new carpet selection.

The San Leandro Public Library Foundation will make valuable contributions to this project. The Foundation will provide over \$150,000 in new furniture for the Main Library which will be placed after the new carpet is installed. The Foundation also funded services from an architectural consultant to recommend and coordinate the colors and patterns for both the carpet and furniture. Subsequent to the completion of this project, the Foundation plans to provide new stackable chairs for the Karp and Estudillo meeting rooms.

Attachments:

- Public Notice Flier
- Press Release

## December 2016

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	<b>19</b> Main • Closed Manor • 10am - 8pm Mulford & South 2pm - 6pm	<b>20</b> Main • Closed Manor • 10am - 8pm Mulford & South 2pm - 6pm	<b>21</b> Main • Closed Manor • 10am - 8pm Mulford & South 2pm - 6pm	<b>22</b> Main • Closed Manor • 10am - 8pm Mulford & South 2pm - 6pm	<b>23</b> Main • Closed Manor • 10am - 12:30pm Mulford & South 10am - 12:30pm	<b>24</b> All Libraries Closed
<b>25</b> All Libraries Closed	<b>26</b> All Libraries Closed	<b>27</b> Main • Closed Manor • 10am - 5pm Mulford & South 2pm - 6pm	<b>28</b> Main • Closed Manor • 10am - 5pm Mulford & South 2pm - 6pm	<b>29</b> Main • Closed Manor • 10am - 5pm Mulford & South 2pm - 6pm	<b>30</b> Main • Closed Manor • 10am - 12:30pm Mulford & South 10am - 12:30pm	<b>31</b> All Libraries Closed

## January 2017

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<b>1</b> All Libraries Closed	<b>2</b> All Libraries Closed	<b>3</b> Main • Closed Manor • 10am - 8pm Mulford & South 2pm - 6pm	<b>4</b> Main • Closed Manor • 10am - 8pm Mulford & South 2pm - 6pm	<b>5</b> Main • Closed Manor • 10am - 8pm Mulford & South 2pm - 6pm	<b>6</b> Main • Closed Manor • 10am - 5:30pm Mulford & South 10am - 12pm/1pm - 5:30pm	<b>7</b> Main • Closed Manor • 10am - 5pm Mulford & South 10am - 12pm/1pm - 5pm
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Branches • Sucursales • 圣利安公共图书馆有以下三个分馆

**Manor Branch**  
**1241 Manor Blvd.**  
**577-7970**

**Mulford Branch**  
**13699 Aurora Dr.**  
**577-7976**

**South Branch**  
**14799 E. 14th St.**  
**577-7980**



# San Leandro Main Library is Under Construction!

**The Main Library will be closed  
December 19, 2016 - January 22, 2017**

The San Leandro Main Library is set to receive new carpet, paint, and furniture over the upcoming holiday break! In order to complete the scheduled improvements, the Main Library (*along with its meeting room wing*) will close. During the closure, community members and library card holders may take advantage of enhanced service hours at the branch libraries (*see back page*), as well as extended rental time of checked-out materials.

*The renovation project was made possible by leveraging local Measure HH revenue and a donation from the San Leandro Public Library Foundation. Pardon our dust and thank you for your patience and consideration. For more information, visit: [www.sanleandrolibrary.org](http://www.sanleandrolibrary.org)*

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## La biblioteca principal de San Leandro estará cerrado

**9 de diciembre, 2016 - 22 de enero, 2017**

Durante la cerrada, la biblioteca principal de San Leandro recibirá nueva alfombra, pintura fresca y muebles nuevos. Miembros de la comunidad pueden aprovechar más horas en las otras sucursales de la biblioteca (*El horario se encuentra en el otro lado*), y tiempo extendido en el préstamo de libros.

*El proyecto de renovación fue posible por ingresos de Measure HH y una donación de la fundación de la biblioteca de San Leandro. Gracias por su paciencia y consideración. Para más detalles, visita [www.sanleandrolibrary.org](http://www.sanleandrolibrary.org)*

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## 圣利安卓公共图书馆主馆

### 因装修关门暂停服务

关门时间

从 12 月 19 日星期一至 1 月 22 日星期日

圣利安卓公共图书馆主馆将利用节日期间换地毯，刷油漆，家具! 为此整个主馆包括会议室从 12 月 19 日星期一至 1 月 22 日星期日将全部关闭暂停服务。

在关闭期间社区成员和借书证持有人可以充分利用三个分馆的延长服务时间，请参照下页具体服务时间表。所有借阅资料将会延长借阅时间。

该改造项目资金来源于测量 HH(Measure HH)地方财政收入，和圣利安卓公共图书馆基金会捐赠。对此给您带来的不便之馆，敬请原谅。真诚感谢您的耐心和理解。

[www.sanleandrolibrary.org](http://www.sanleandrolibrary.org)



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## Branches

## Sucursales

圣利安卓公共图书馆有以下三个分馆

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577-7970

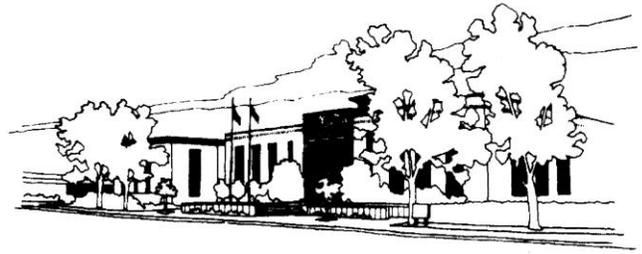
**Mulford Branch**  
13699 Aurora Dr.  
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**South Branch**  
14799 E. 14th St.  
577-7980



## City of San Leandro

Civic Center, 835 E. 14th Street  
San Leandro, California 94577  
www.sanleandro.org



# SAN LEANDRO NEWS

### FOR IMMEDIATE RELEASE

November 22, 2016

**CONTACT:** Bill Sherwood  
Library Manager  
(510) 577-3965

### *San Leandro Main Library to Receive New Carpet and Furniture Main Library Will Be Closed From December 19, 2016 through January 22, 2017*

San Leandro, CA: The San Leandro Main Library is set to receive new carpet and furniture over the upcoming holiday break. In order to complete the scheduled improvements, the Main Library, including the meeting room wing, will be closed from Monday, December 19, 2016 through Sunday, January 22, 2017.

During the closure, community members and library card holders may take advantage of enhanced service hours at the branch libraries, as well as extended rental time of checked-out materials. San Leandro has three branch libraries:

- Manor Branch Library, located at 1241 Manor Blvd.;
- South Branch Library, located at 14799 E. 14th St.; and
- Mulford-Marina Branch, located at 13699 Aurora Dr.

The renovation project was made possible by leveraging local Measure HH revenue and a donation from the San Leandro Public Library Foundation. The Foundation generously provided funding for furniture and project design. Outreach material regarding the closure also will be distributed at all City facilities and will be made available in Spanish and Chinese.

The City of San Leandro greatly appreciates the public's patience as this temporary closure will allow for a significantly enhanced visitor experience to San Leandro's world class library. The 87,000 square-foot library is equipped with many facilities that will continue to be available to

the public following the carpet and furniture upgrades, including a computer lab, free high-speed internet access, study tables, and a collection of over 250,000 books. For more information about the closure, please contact the Information Desk at 577-3971 or visit the Library's website at [www.sanleandrolibrary.org](http://www.sanleandrolibrary.org).

### About San Leandro

One of the most diverse cities in the nation located at the center of the dynamic San Francisco Bay Area, San Leandro is a safe, vibrant community of 89,000 residents with well-maintained neighborhoods, excellent public libraries, twenty-one public parks, quality local schools, and a wide range of shopping, dining, and entertainment options. The western border of the city consists of over eight miles of pristine shoreline and amenities on San Francisco Bay while a regional park and nature areas fall on the eastern border. San Leandro businesses enjoy multiple advantages including close proximity to the Oakland International Airport and Port of Oakland, two major freeways, two BART stations, and access to a large and well-educated workforce. Through a public-private partnership known as Lit San Leandro ([www.LitSanLeandro.com](http://www.LitSanLeandro.com)), a fiber optic network encircles San Leandro's industrial and commercial core offering businesses virtually unlimited internet connectivity.

Visit [www.sanleandro.org](http://www.sanleandro.org) to learn more about San Leandro. To receive City press releases, meeting agendas or other notifications by email, sign up at [www.sanleandro.org/portal](http://www.sanleandro.org/portal).

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