
SOUTH HAYWARD BART STATION ACCESS AUTHORITY

777 B Street, Hayward, CA 94541

Room 1E

April 26, 2017

2:00 PM

MINUTES

1. **Call to Order:** 2:02 P.M.

2. **Pledge of Allegiance:** The Board recited the Pledge of Allegiance

3. **Roll Call:** Roundtable

JPA Board Members Present: Francisco Zermeño (Chair), John McPartland (Vice Chair),
Al Mendall, Thomas Blalock

JPA Board Members Absent: None

JPA Alternate/Substitute Board Members Present: None

JPA Alternate/Substitute Board Members Absent: Rebecca Saltzman, Elisa Marquez

City of Hayward Staff Present: Stacey Bristow, John Stefanski, Cecilia Melero

BART Staff Present: Sean Brooks, Bruno Peguese, Bob Franklin

JPA Legal Counsel Present: Heather Gould

Visitors: None

4. **Approval of Agenda:** No Changes to the Agenda

5. **Public Comment:** None

6. **Approval of Meeting Minutes:** The minutes of January 19, 2017 were **APPROVED** unanimously
(Moved Blalock, Seconded McPartland)

7. **Review of Station Crime Stats and System Wide Comparison** (Oral Report from Co-Executive Directors) Sean Brooks reported that the South Hayward BART Station is safer in comparison to other surrounding stations in the area. He is not able to disclose specific information. CM Zermeño asked Mr. Brooks and Mr. Peguese why the crime information is not public information; Bruno responded that they are hoping to be able to share that information in the near future. CM Mendall stated that knowing that information would be useful to establish a baseline to see how the station improvements, such as the lighting, cameras, etc. have helped reduce crime.

AMCAL housing project located off Dixon Street recently had their Grand Opening, Stacey Bristow suggested to outreach to new residents to encourage the use of BART. Sean Brooks suggested that after the new LED lighting is installed, that a possible press release would be appropriate to bring awareness to the station improvements and promote ridership.

8. **Comprehensive Security Camera Installation Review** (Oral report from Co-Executive Director Brooks) Sean Brooks reported that the proposed camera installation would cost \$720,000 for about a dozen cameras. This amount does not include the cost of monitoring, recording, and data storage. CM Mendall stated that sixteen wireless cameras were just approved by Council at for the City at the cost of \$215,000 for five years which includes materials, installation and monitoring. Stacey offered to provide the staff report and contact information for the consultant so that Sean can review the information with his team. CM Zermeño reported that the camera

company is called V5 Systems. Sean will report back with a new camera installation quote at the next meeting.

9. FY 2017 Project Updates (Oral Presentation from Co-Executive Directors Brooks and McAdoo)

Sean Brooks reported that the LED lighting project has had some challenges and has been delayed for another six months. He is hopeful that it will be completed before December 2017. The elevator canopy project was proposed to help with the fair evasion problem. Sean Brooks stated that South Hayward BART is not on the list for station modernization efforts, but BART is open to sharing some of the cost of station improvements with the JPA. Sean Brooks recommends inviting BART Planning staff to the next meeting to discuss system wide station improvements, the Board welcomed the idea. Stacey Bristow reported on behalf of the City of Hayward that the LED lights along the Tennyson underpass and the sidewalk repairs are underway and anticipate the project's completion before the end of Spring 2017.

10. Parking Citation Revenue Update (Oral Presentation from Co-Executive Directors Brooks and McAdoo)

Sean Brooks restated that BART has recently increased the citation rates and discussed the fee structure with the Board. Mr. Brooks also mentioned that 50-60% of the tickets that are issued are not paid, resulting in lost revenue. The city collects about 85-90% of the ticket revenue from citations. Mr. Brooks reported that 50-60 tickets are issued weekly and believes that there are several reasons why they are not paid or are dismissed. The Board would like Mr. Brooks to consider having the tickets linked to the car registration. John Stefanski said that the City's streets sweeping crew issues the tickets. It was also recommended that Mr. Brooks talk to Denise Blohm who is the Management Analyst who administers this ticket program for the City so that she can share some tips and ideas on how to increase the ticket revenue. Sean Brooks stated that \$83,000 in parking citation revenue from inception to June 2016 will be coming back to the JPA very soon.

11. Discussion on Adapting Parking Rate Thresholds (Oral Presentation from Co-Executive Director Brooks):

Bob Franklin reported that the So. Hayward BART parking has not met the ninety-five percent threshold for raising the daily parking fee. Currently the parking rate is around eighty-two percent. The parking utilization is below the threshold mainly because of travel distance between the Mission Blvd parking spaces and the BART station. Bob Franklin recommend either removing the parking spaces not being utilized on Mission Blvd., or moving to a two-tiered parking rate system that provides a discount for spaces that are further from the station. Director McPartland suggesting leaving the parking spaces as they are, citing concern for how increasing the rates would impact the surrounding community. The Board suggested assessing the usage of the parking spaces and decide in six months to either remove the spaces or start using a two-tiered parking rate system. The Board would like to bring back this item on the agenda to discuss and take action during the next meeting.

12. Adoption of FY 2018 Proposed Budget for the Fiscal Year Beginning July 1, 2017:

John Stefanski worked with Bob Franklin to get the revenue forecast. The FY2018 budget anticipates \$497,000 in daily fee parking, \$48,000 for permit parking and \$50,000 in citation revenue bringing the total FY2018 revenue to \$569,000. Sean Brooks indicated that this figure could increase given his earlier presentation regarding citation revenue. This fiscal year will use the new reimbursement formula with BART will receiving O&M reimbursement in the amount of \$349,050 and the City receiving \$96,930. CM Zermeno asked what the \$10,000 contingency item included which John explained it was for incidentals. Capital improvements, line 17 will be adjusted to include Dixon Street landscaping and trashcan improvements. Sean Brooks indicated that the O&M per space rate utilized by BART will increase by 5% for FY2018. CM Mendall requested an updated budget that reflects proposed changes.

After a brief discussion, the Budget was **APPROVED** unanimously (Moved McPartland, Seconded Blalock)

13. **Approval of Resolution Authorizing the Co-Executive Directors to Negotiate and Execute and Contract with Cameron Moberg for Maintenance and Repairs to the Tennyson Sound wall Mural** This item is for the repair of the Sister cities sound wall mural in the amount of \$2,500.

After a brief discussion, Resolution **17-04** was **APPROVED** unanimously (Moved Mendall, Seconded Blalock)

BOARD MEMBER/ STAFF ANNOUCEMENTS AND REFERRALS

None

ACTION ITEMS FROM 4/26/2017		
	• Parking Citation Frequency/ Revenue Information/ Collection %; requested by Dir. Blalock • Comprehensive Camera Installation Quote total \$700,000. Possible use of wireless technology to lower cost • Bring back executed Tennyson Underpass Mural Contract • Consider possible covering on walkway to elevators. Cost estimate; requested CM Zermeño • Invite BART planning staff to discuss station wide improvements • Sean to reach out to Denise Bloom for suggestions on how to increase ticket revenue	Sean Brooks
COH STAFF	• Provide an updated budget report that reflects proposed changes from 4/26/17 meeting	John Stefanski
	• Provide Wireless Camera information to Sean Brooks; Staff report, RFP, contact information- V5 SYSTEMS	Stacey Bristow

14. **Adjournment – at 3:17 P.M. Next Meeting – JULY/ AUGUST 2017**