

CITY OF HAYWARD

Hayward City Hall
777 B Street
Hayward, CA 94541
www.Hayward-CA.gov



CITY OF
HAYWARD
HEART OF THE BAY

Agenda

Thursday, September 15, 2016

1:00 PM

City Hall, Conference Room 1C

South Hayward BART Access Authority

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMENTS:

MINUTES

1. [MIN 16-077](#) Attached is a copy of the Draft Minutes for the South Hayward BART Access Authority meeting held on June 22, 2016.

Attachments: [Meeting Minutes 6-22-2016](#)

REPORT FROM CO- DIRECTORS

OLD BUSINESS

2. [ACT 16-006](#) Report on Crime Statistics Within and Around the South Hayward BART Station and Access Authority Boundary (Oral Report from Co-Executive Directors Brooks and McAdoo)
3. [ACT 16-008](#) Review of BART Policing Costs (Oral Report from Co-Executive Director Brooks)
4. [ACT 16-009](#) Discussion and Review of Citation Revenue for On-Street and Station Surface Lot Parking (Oral Report from Co-Executive Directors McAdoo and Brooks).
5. [ACT 16-010](#) Discussion and Review of Security Camera Installation Project for Fiscal Year 2017 (Oral Report from Co-Executive Director Brooks)
6. [ACT 16-007](#) Approval of Amendments to the Fiscal Year 2017 Budget and Appropriation of Funds

Attachments: [Attachment I Staff Report](#)
[Attachment II Resolution Approving Capital Project Funding](#)
[Attachment III Resolution Approving Loan Repayment](#)
[Attachment IV Start-Up Loan Resolution](#)
[Attachment V Adopted and Adjusted Budget with Projects](#)

NEW BUSINESS

7. Approval of Mural Artist and/ or Art for the Tennyson Underpass, including small retaining walls. (Oral Report from Stacey Bristow, City of Hayward)

BOARD MEMBER/STAFF ANNOUNCEMENTS AND REFERRALS

ADJOURNMENT

NEXT MEETING – Tentatively Scheduled for MARCH 2017



CITY OF HAYWARD

Hayward City Hall
777 B Street
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File #: MIN 16-077

SOUTH HAYWARD BART STATION ACCESS AUTHORITY

SPECIAL MEETING

777 B Street, Hayward, CA 94541

Room 2A

June 22, 2016

2:00 PM

MINUTES

1. **Call to Order:** the meeting was called to order at 2:05 P.M. by Chair Francisco Zermeño.
2. **Pledge of Allegiance:** Pledge of Allegiance was led by Chair Francisco Zermeño.
3. **Roll Call:** called out by Kelly McAdoo.

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: Sara Lamnin

JPA Alternate/Substitute Board Members Absent: Rebecca Saltzman

City of Hayward staff present: Kelly McAdoo, Stacey Bristow, John Stefanski, Cecilia Melero

BART Staff Present; Sean Brooks, Bruno Peguese

JPA Legal Counsel Present: Heather Gould (Goldfarb & Lipman)

Visitors: None

4. **Approval of Agenda:** There were no changes to the Agenda
5. **Public Comment:** None
6. **Approval of Meeting Minutes:** The minutes of May 04, 2016 were **APPROVED** after making a voting adjustment to item seven: Approval of Resolution for the Completion of the Parking log LED lighting Retrofit Project.
7. **Report from Co-Directors:** Kelly McAdoo had nothing to report. Sean Brooks reported for Bob Franklin regarding parking utilization rates indicating that utilization rates were below the threshold to raise parking rates.
8. **Old Business: Adoption of a Resolution Amending the Fiscal Year 2016 Operating Budget to Include Project Management Costs for the Mural Art Program and Appropriation of Funds:** Stacey Bristow reported that the contract for the sound wall and three utility boxes is underway, but the contract for the Tennyson Road underpass project has not come back from BART, the artist is getting anxious to start the project and she is concerned that the artist may pull out of the project. Director McPartland give directive to have a contract executed by Friday, June 24, 2016. Stacey reiterated that timing is important, and that the project is pending. Sean Brooks stated that he would follow up with Jennifer Easton, BART Art Program Manager to insure the project is moving forward in a timely manner. After a brief discussion Resolution 16-04 was **APPROVED** unanimously M/S/C Blalock/ McPartland

9. **New Business: Adoption of FY2017 Proposed Budget and Prioritization Access Improvement projects for the Fiscal Year Beginning July 1, 2016: Oral Presentation** Kelly McAdoo referred to and explained Attachment II, Annual Operating Budget and Attachment III FY 2017 Project List, Options 1-3 was discussed. Al Mendall asked for clarification regarding citation revenue and whether or not BART surface lot citation revenue was coming back to the JPA. Sean Brooks stated that the ticket revenue is not segmented by BART station, he was unsure that the ticket vendor would be able to separate out such revenue from South Hayward BART from the total pool of station citation revenue.

Preliminary vote on items for the Proposed budget occurred, final votes will be reflected on final budget.

After a brief discussion Resolution 16-05 was **APPROVED** unanimously M/S/C McPartland/ Blalock

10. **Future agenda items**

11. **Adjournment – at 3:16 P.M. Next Meeting – to be Announced**



CITY OF HAYWARD

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File #: ACT 16-006

DATE: September 15, 2016

TO: South Hayward BART Station Access Authority

FROM: Co-Executive Directors

SUBJECT

Report on Crime Statistics Within and Around the South Hayward BART Station and Access Authority Boundary (Oral Report from Co-Executive Directors Brooks and McAdoo)

RECOMMENDATION

That the Board receives this report.

ATTACHMENTS

None



CITY OF HAYWARD

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File #: ACT 16-008

DATE: September 15, 2016

TO: South Hayward BART Station Access Authority

FROM: Co-Executive Director

SUBJECT

Review of BART Policing Costs (Oral Report from Co-Executive Director Brooks)

RECOMMENDATION

The Board receives this report.

ATTACHMENTS

None



CITY OF HAYWARD

Hayward City Hall
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File #: ACT 16-009

DATE: September 15, 2016

TO: South Hayward BART Station Access Authority

FROM: Co-Executive Directors

SUBJECT

Discussion and Review of Citation Revenue for On-Street and Station Surface Lot Parking (Oral Report from Co-Executive Directors McAdoo and Brooks).

RECOMMENDATION

That the Board receives this report.

ATTACHMENTS

None



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File #: ACT 16-010

DATE: September 15, 2016

TO: South Hayward BART Access Authority

FROM: Co-Executive Director

SUBJECT

Discussion and Review of Security Camera Installation Project for Fiscal Year 2017 (Oral Report from Co-Executive Director Brooks)

RECOMMENDATION

That the Board receives this report.

ATTACHMENTS

None



CITY OF HAYWARD

Hayward City Hall
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File #: ACT 16-007

DATE: September 15, 2016

TO: South Hayward BART Station Access Authority

FROM: Co-Executive Directors

SUBJECT

Approval of Amendments to the Fiscal Year 2017 Budget and Appropriation of Funds

RECOMMENDATION

That the Access Authority Board approves the resolutions amending the Fiscal Year 2017 Budget for the Tennyson Barricade Replacement Project, Tennyson Underpass Lighting Enhancement Project, Erosion Prevention Project, and Repayment of City of Hayward Startup Loan.

ATTACHMENTS

Attachment I Staff Report
Attachment II Resolution Approving Capital Project Funding
Attachment III Resolution Approving Loan Repayment
Attachment IV Start-Up Loan Resolution
Attachment V Adopted and Adjusted Budget with Projects



DATE: September 15, 2016

TO: South Hayward BART Station Access Authority

FROM: Co-Executive Directors

SUBJECT

Approval of Amendments to the Fiscal Year 2017 Budget and Appropriations of Funds

RECOMMENDATION

That the Access Authority Board approves the resolutions amending the Fiscal Year 2017 Budget for the Tennyson Barricade Replacement Project, Tennyson Underpass Lighting Enhancement Project, Erosion Prevention Project, and Repayment of City of Hayward Startup Loan.

BACKGROUND AND DISCUSSION

On June 22, 2016, the Access Authority approved the Fiscal Year 2017 Operating Budget. At the same meeting, the Board provided staff with a prioritization of specific capital projects which included the following¹:

Tennyson Barricade Replacement Project—Motion: Mendall, Second: Blalock

This project includes the replacement of an R-49 barricade at the base of the parking lot Tennyson Ave. stairs. The project will also include replacement signage which has been missing from the current barricade.

Total Estimated Cost: \$1,192

Work Completed by: City of Hayward

Underpass Lighting Enhancements—Motion: Blalock, Second: Mendall

This project includes the addition of more pedestrian level street lighting under the Tennyson underpasses. For strictly providing lighting along the underpass, the cost would be approximately \$12,000 for purchase and installation of 16 wall mounted lights. However, to add additional streetlights on the north side of Tennyson Road (mirroring what exists on the south side), staff would need to add six additional streetlights at a cost of approximately \$4,200 each including installation (total cost approximately \$25,200). The boundary for streetlight installation would be from Dixon to Whitman. Staff recommends completing the project with additional street lights on the north side of Tennyson option.²

¹ Included in each cost is a 15% project management budget allocation.

² Information regarding lighting quality will be provided at the board meeting.

Total Cost: \$42,780

Work Completed by: City of Hayward

Erosion Prevention—Motion: McPartland, Second: Blalock

This project includes the installation of a 6" concrete curb along the upper portion of the sidewalks underneath the Tennyson underpasses (870 LF @ \$10= \$8,700). This work also includes the planting of ground cover to prevent future soil washout onto the sidewalks (\$34,800). Staff had initially identified completing a retaining wall and expanding the sidewalk behind the underpass barriers; however, City of Hayward Public Works Department staff did not recommend this course of action, given there is enough sidewalk space (5') between the underpass pillar and the street. Additionally, the completion of such work is anticipated to be more expensive than the curb option, which accomplishes the same benefit.

Total Cost: \$50,025

Work Completed by: City of Hayward

Following the June JPA meeting, staff realized that the FY 2017 budget failed to provide repayment of the City of Hayward JPA start-up loan of \$200,000. While the Fiscal Year 2016 budget provided \$131,595.12 for repayment of City start-up costs, these repayments never took place and staff neglected to carry forward this budget amount into the current fiscal year. These unused funds returned to JPA fund balance on July 1, 2016.³

At this time, staff recommends the Board approve this repayment, fully eliminating any debt the JPA owes to the City. Attachment III provides the budget amendment and appropriation of funds to repay that initial loan. Attachment IV is the initial City of Hayward Resolution approving the startup loan.

FISCAL IMPACT

The Adopted Fiscal Year 2017 Budget anticipates \$665,334 in revenue and \$226,448 in operation costs, leaving a net budget surplus of \$438,886. The total cost of the projects and loan repayment are broken down in the table below as well as in Attachment IV:

Adopted FY17 Budget Surplus	\$ 438,886
Tennyson Barricade Replacement	\$ 1,192
Underpass Lighting Enhancements	\$ 42,780
Erosion Prevention	\$ 50,025
<u>COH Loan Repayment</u>	<u>\$ 200,000</u>
Subtotal	\$ 293,997
Adjusted Net FY17 Budget Surplus	\$ 144,889

NEXT STEPS

³ As of 8/31/2016, the JPA fund balance was \$938,817.45

Following adoption of the attached resolutions Staff will begin work on the projects.
Repayment of the loan will happen immediately.

Prepared by: John Stefanski, Management Analyst, City of Hayward

Recommended by: Stacey Bristow, Deputy Director of Development Services, City of
Hayward

Approved by:

A handwritten signature in black ink, appearing to read 'K. McAdoo', is positioned above a horizontal line.

Kelly McAdoo, Co-Executive Director

SOUTH HAYWARD BART STATION ACCESS AUTHORITY

RESOLUTION NO. 16-_____

Introduced by Boardmember_____

RESOLUTION OF THE SOUTH HAYWARD BART STATION
ACCESS AUTHORITY AMENDING THE FISCAL YEAR 2017
OPERATING BUDGET TO INCLUDE THE TENNYSON BARRICADE
REPLACEMENT, TENNYSON LIGHTING ENHANCEMENT,
AND EROSION PREVENTION PROJECTS AND APPROPRIATION OF FUNDS.

WHEREAS, on April 2, 2013 the City of Hayward (the “City”) and the San Francisco Bay Area Rapid Transit District (“BART”) entered into the First Amended and Restated Joint Exercise of Powers Agreement for the South Hayward BART Station Access Authority (the “JPA Agreement”); and,

WHEREAS, Section 4.1 of the JPA Agreement provides the Board of Directors (the “Board”) of the South Hayward BART Station Access Authority (the “Authority”) to adopt an operating budget for the authority; and,

WHEREAS, the Authority approved the FY 2017 Operating Budget on June 22, 2016,

NOW THEREFORE, the Board does hereby find, determine, resolve and order as follows:

BE IT RESOLVED that the Fiscal Year 2017 Access Authority Budget is hereby amended to include project costs for the Tennyson Barricade Replacement, Tennyson Lighting Enhancement, and Erosion Prevention Projects in an amount not to exceed \$93,997 as described in the accompanying staff report; and

FURTHER BE IT RESOLVED, that this Resolution shall take immediate effect upon its adoption.

IN HAYWARD, CALIFORNIA, SEPTEMBER 15, 2016

ADOPTED BY THE FOLLOWING VOTE:

AYES: BOARDMEMBERS:

CHAIR:

NOES: BOARDMEMBERS:

ABSTAIN: BOARDMEMBERS:

ABSENT: BOARDMEMBERS:

ATTEST: _____
Chair

SOUTH HAYWARD BART STATION ACCESS AUTHORITY

RESOLUTION NO. 16-_____

Introduced by Boardmember_____

RESOLUTION OF THE SOUTH HAYWARD BART STATION
ACCESS AUTHORITY AMENDING THE FISCAL YEAR 2017
OPERATING BUDGET TO INCLUDE THE REPAYMENT OF THE CITY OF HAYWARD
\$200,000 START-UP LOAN AND APPROPRIATION OF FUNDS.

WHEREAS, on April 2, 2013 the City of Hayward (the “City”) and the San Francisco Bay Area Rapid Transit District (“BART”) entered into the First Amended and Restated Joint Exercise of Powers Agreement for the South Hayward BART Station Access Authority (the “JPA Agreement”); and,

WHEREAS, Section 4.1 of the JPA Agreement provides the Board of Directors (the “Board”) of the South Hayward BART Station Access Authority (the “Authority”) to adopt an operating budget for the authority; and,

WHEREAS, the Authority approved the FY 2017 Operating Budget on June 22, 2016,

WHEREAS, on February 19, 2013 the City Council of the City of Hayward approved Resolution 13-015, appropriating \$200,000 for initial start-up expenses for the South Hayward BART JPA which is to be repaid by future revenues from the JPA; and,

WHEREAS, the Authority currently has enough budget surplus to cover the repayment of this \$200,000 loan;

NOW THEREFORE, the Board does hereby find, determine, resolve and order as follows:

BE IT RESOLVED that the FY 2017 Access Authority Budget is hereby amended to include repayment of the \$200,000 City of Hayward start-up loan as described in the accompanying staff report; and

FURTHER BE IT RESOLVED, that this Resolution shall take immediate effect upon its adoption.

IN HAYWARD, CALIFORNIA, SEPTEMBER 15, 2016

ADOPTED BY THE FOLLOWING VOTE:

AYES: BOARDMEMBERS:

CHAIR:

NOES: BOARDMEMBERS:

ABSTAIN: BOARDMEMBERS:

ABSENT: BOARDMEMBERS:

ATTEST: _____
Chair

HAYWARD CITY COUNCIL

RESOLUTION NO. 13-015

Introduced by Council Member Zermeño

RESOLUTION AMENDING RESOLUTION 12-119, AS AMENDED, THE OPERATING BUDGET RESOLUTION FOR FISCAL YEAR 2013 RELATING TO AN APPROPRIATION OF FUNDS FROM THE GENERAL FUND (FUND 100), TO BE TRANSFERRED TO THE SOUTH HAYWARD BART – TRANSIT ORIENTED DEVELOPMENT JPA FUND (FUND 295).

BE IT RESOLVED by the City Council of the City of Hayward that Resolution 12-119, as amended, the Operating Budget Resolution for fiscal year 2013, hereby be further amended by approving an appropriation of \$200,000 in the General Fund (Fund 100), to be transferred to Fund 295 (295-5030-9510) for initial start-up expense for the South Hayward BART JPA Parking District, to be reimbursed by future revenues from the JPA.

IN COUNCIL, HAYWARD, CALIFORNIA, February 19, 2013

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS: Zermeño, Jones, Halliday, Peixoto, Salinas, Mendall
MAYOR: Sweeney

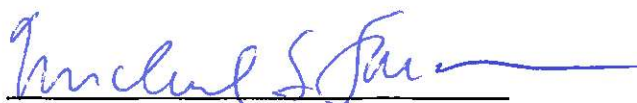
NOES: COUNCIL MEMBERS: None

ABSTAIN: COUNCIL MEMBERS: None

ABSENT: COUNCIL MEMBERS: None

ATTEST: 
City Clerk of the City of Hayward

APPROVED AS TO FORM:


City Attorney for the City of Hayward

SHAY BART JPA				
FY 2017 Adopted/Adjusted Budget				
As of August 29, 2016				
1		July 1, 2016-June 30, 2017		Notes
2		Adopted Budget	Adjusted Budget	
3	REVENUE			
4	Daily Non Reserve	\$ 593,485	\$ 593,486	
5	Permit- Single Day Reserve	\$ 9,000	\$ 9,000	
6	Permit- Monthly Reserve	\$ 34,000	\$ 34,000	
7	Permit- Long Term/Airport Reserve	\$ 3,700	\$ 3,700	
8	Citations- COH	\$ 25,149	\$ 25,149	
9				
10	Total Revenue	\$ 665,334	\$ 665,335	
11				
12	EXPENDITURES			
13	Operating			
14	COH Enforcement	\$ 22,000	\$ 22,000	
15	Legal Fees	\$ 7,000	\$ 7,000	
16	BART Customer Access	\$ 7,574	\$ 7,574	
17	Utility- Electricity	\$ 24,000	\$ 24,000	
18	Audit Fees	\$ 6,000	\$ 6,000	
19	BART Police	\$ -	\$ -	
20				
21	Maintenance			
22	COH- 5 Year Maintenance Schedule	\$ 10,000	\$ 10,000	
23	BART-Maintenance and Engineering	\$ 124,466	\$ 124,466	
24	COH- Annual Maintenance Contingency	\$ 10,000	\$ 10,000	
25				
26	Access Improvements			
27	Tennyson Barricade Replacement	\$ -	\$ 1,191.77	
28	Underpass Lighting Enhancements	\$ -	\$ 42,780.00	
29	Erosion Prevention	\$ -	\$ 50,025.00	
30				
31	Total Expenditures	\$ 211,040	\$ 212,232	
32				
33	Transfers Out	\$ -	\$ 200,000.00	City Loan Repayment
34				
35	Net Surplus (Deficit)	\$ 454,294	\$ 253,103	

South Hayward BART Access Authority						
FY 2017 Potential Projects						
As of June 16, 2016						
			15%			
1		Initial Cost	Project Mgmt	Total Cost	Description	Responsible Organization
2	PRIORITY ONE: SAFETY					
3	Security Cameras	TBD			Installation of cameras to provide full coverage of parking lot	BART
4	Tennyson Barricade Replacement	\$ 1,036.32	\$ 155.45	\$ 1,191.77	To match with green median fencing	COH
5	Underpass Lighting Enhancements	\$ 37,200.00	\$ 5,580.00	\$ 42,780.00	For strictly providing lighting along the underpass, the cost would be approximately \$12,000 for purchase and installation of 16 wall mounted lights. However, to add additional streetlights on the north side of Tennyson Road (mirroring what exists on the south side) we would need to add 6 additional streetlights at a cost of approximately \$4,200 each (total cost approximately \$25,200). The boundary for streetlight installation would be from Dixon to Whitman.	COH
6	Erosion Prevention	\$ 43,500.00	\$ 6,525.00	\$ 50,025.00	Install 6 inch concrete curb lines: 870 LF @ \$10	COH
7						
8	PRIORITY TWO: FARE EVASION					
9	Station Platform Improvements (Fencing)					BART
	Option 1: Glass/Polycarbonate Fencing	\$ 1,345,500.00	\$ 201,825.00	\$ 1,547,325.00		BART
	Option 2: Picket Railing	\$ 1,450,800.00	\$ 217,620.00	\$ 1,668,420.00		BART
	Option 3: Metal/Wire Mesh	\$ 994,500.00	\$ 149,175.00	\$ 1,143,675.00		BART
10	Cole Place Fencing	\$ 6,970.00	\$ 1,045.50	\$ 8,015.50	6" vinyl coated chain link fence with gate for utility access	COH
11	Replace Chain Link/Razor Wire Fencing	\$ 90,600.00	\$ 13,590.00	\$ 104,190.00		BART
12						
13	PRIORITY THREE: AESTHETIC ENHANCEMENTS					
14	Dixon Street Landscape/Trashcan	\$ 10,852.27	\$ 1,627.84	\$ 12,480.11		COH
15	Bike Locker Replacements	\$ 56,000.00	\$ 8,400.00	\$ 64,400.00		BART
16	Dixon Street PED Lighting	N/A			Tentative hold, pending completion of LED Retrofit	COH