

CITY OF HAYWARD

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



CITY OF
HAYWARD
HEART OF THE BAY

Agenda

Wednesday, January 24, 2018

4:00 PM

Conference Room 2A

Council Infrastructure Committee

CALL TO ORDER**PLEDGE OF ALLEGIANCE****ROLL CALL****PUBLIC COMMENTS:**

(The Public Comment section provides an opportunity to address the City Council Committee on items not listed on the agenda as well as items on the agenda. The Committee welcomes your comments and requests that speakers present their remarks in a respectful manner, within established time limits, and focus on issues which directly affect the City or are within the jurisdiction of the City. As the Committee is prohibited by State law from discussing items not listed on the agenda, any comments on items not on the agenda will be taken under consideration without Committee discussion and may be referred to staff.)

APPROVAL OF MINUTES

1. [MIN 18-016](#) Draft Meeting Minutes from November 29, 2017

Attachments: [Draft Minutes November 29, 2017](#)

REPORTS/ACTION ITEMS

3. [RPT 18-022](#) Mission Boulevard Corridor Improvements Phase 3 Project Update

Attachments: [Attachment I Staff Report](#)
[Attachment II Mission Boulevard Corridor Phases](#)
[Attachment III Mission Blvd Phase 3 Meeting Flyer](#)

2. [RPT 18-026](#) Old Highlands Homeowners Association (OHHA) Update

Attachments: [Attachment I Staff Report](#)
[Attachment II OHHA Tentative Terms](#)

4. [ACT 18-006](#) Downtown Parking Management Plan - Recommendations

Attachments: [Attachment I Staff Report](#)
[Attachment II Executive Summary, January 2018 \(Downtown Parking Study\)](#)

5. [RPT 18-028](#) East Bay Greenway Update (Oral Report)

6. [RPT 18-023](#) Revised Proposed 2018 Agenda Planning Calendar

Attachments: [Attachment I Staff Report](#)

ORAL UPDATE ON CIP PROJECT(S)

FUTURE AGENDA ITEMS

COMMITTEE MEMBER/STAFF ANNOUNCEMENTS AND REFERRALS

ADJOURNMENT



CITY OF HAYWARD

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

File #: MIN 18-016

DATE: January 24, 2018

TO: Council Infrastructure Committee

FROM: Assistant City Manager

SUBJECT

Draft Meeting Minutes from November 29, 2017

RECOMMENDATION

That the Committee approves the meeting minutes from the November 29, 2018 Regular Meeting.

ATTACHMENTS

Attachment I Draft Minutes November 29, 2017



COUNCIL INFRASTRUCTURE COMMITTEE MEETING

Hayward City Hall – Conference Room 2A
777 B Street, Hayward, CA 94541-5007

November 29, 2017
4:00 p.m. – 6:00 p.m.

MEETING MINUTES

CALL TO ORDER: Meeting called to order at 4:00 PM by Council Member Márquez

PLEDGE OF ALLEGIANCE: Led by Council Member Mendall

ROLL CALL:

Members Present: Elisa Márquez, Chair; Al Mendall, City Council Member; Marvin Peixoto, City Council Member

Staff Present: Kelly McAdoo, City Manager; Maria Hurtado, Assistant City Manager; Alex Ameri, Director of Utilities & Environmental Services; Morad Fakhrai, Director of Public Works; Kathy Garcia Deputy Director of Public Works; Fred Kelley, Transportation Manager; Kevin Briggs, Senior Civil Engineer; Lucky Narain, Public Works Senior Management Analyst; Colleen Kamai, Executive Assistant (Recorder)

Others: Warren Foster; Angelica Lewis

PUBLIC COMMENTS:

Resident Warren Foster commented about issues in his neighborhood and remarked that he is working with the Hayward Police Department and Code Enforcement to resolve several issues. Mr. Foster also commented that he is happy to see the vacant buildings on Mission being demolished. written to CM about issues – it's the staff reporting to the CM that do not do their jobs.

APPROVAL OF MINUTES:

1. Draft Meeting Minutes from October 25, 2017 Regular Meeting

The Committee approved the minutes of the Council Infrastructure Committee meeting of October 25, 2017.

REPORTS/ACTION ITEMS:

2. Review of the Roads and Transportation Section of the 2018 Capital Improvement Program:

Director Morad Fakhrai welcomed and introduced Deputy Director of Public Works Kathy Garcia and Senior Management Analyst Lucky Narain. Director Fakhrai then presented the report and presentation, provided background information regarding the Capital Improvement Program and provided a summary of FY 18 Roads and Transportation Funding and answered Committee member questions.

PUBLIC COMMENTS/DISCUSSION

Resident Warren Foster commented about pending developments and roadway improvements on Mission Blvd. He expressed his concerns about pedestrian safety and suggest using a portion of t grant funds to increase the amount of Police Officers Patrolling Mission Blvd.

Director Fakhrai then turned it over to Senior Civil Engineer Kevin Briggs.

Pavement Rehabilitation Program:

Senior Civil Engineer Kevin Briggs reviewed the Pavement Rehabilitation Program section and answered Committee member questions.

PUBLIC COMMENTS/DISCUSSION

CM Mendall asked staff how the fund allocation percentages compare to the amount of lane miles in the Industrial area. He added that the funds should be distributed based on amount of roadway.

Director Fakhrai indicated that staff will see how it impacts the overall PCI.

CM Peixoto added that improvements in the Industrial area would be more expensive because of load requirements.

Resident Angelica Lewis asked if the rehabilitation program funding covers cost associated with sewer improvements.

Director Fakhrai replied it does not.

Resident Warren Foster added that he has concerns about the rain water running down the hill behind his property.

Sidewalks and Curb Ramps:

Senior Civil Engineer Kevin Briggs reviewed the Sidewalks and Curb Ramps section and asked for Committee input.

PUBLIC COMMENTS/DISCUSSION

CM Peixoto asked for clarification if the City is liable for sidewalk repairs done by homeowners.

Director Fakhrai clarified that yes, the City is responsible. He added that property owners are required to get permits; therefore, the quality of repairs should meet City standards.

CM Mendall asked what it would take to keep up on sidewalk and curb improvements city-wide and commented that some areas lack sidewalks and others are in significant need of repairs. CM Mendall acknowledged that staff is doing a better than in previous years, but noted there is significant work to be done.

Director Fakhrai commented that the City is doing a better job and noted the program is working well. He acknowledged there is significant work to do in areas without sidewalks.

CM Mendall commented that he is interested in exploring additional ways to generate revenues for sidewalk repairs city-wide. He remarked that the cost of repairs can be significant and payable all at once, he suggests allowing payment options, or allowing property owners to pay a larger amount over time, or even implement a smaller tax or assessment fee for all property owners annually. He supports staff's recommendation to expand the program.

City Manager McAdoo acknowledged CM Mendall and remarked that an annual fee would need to be evaluated by the City Attorney.

Director Fakhrai clarified that property owners can pay their share of cost, which is \$550, over time. He added that property owners are hesitant to pay their share of cost.

CM Peixoto commented that he agrees the program is working well and acknowledged that the one-time fee of \$550 is reasonable and supports staff's recommendation to expand the program.

CM Marquez supports CM Mendall's suggestion to explore revenue generating options. She also supports staff's recommendation to expand the program to more districts.

Municipal Parking Lots:

Senior Civil Engineer Kevin Briggs reviewed the Municipal Parking Lot section of the presentation and asked for Committee input.

PUBLIC COMMENTS/DISCUSSION

Committee members provided overall positive feedback regarding improvements to date.

CM Mendall prefers to do the remaining lot repairs at one time or at least during the same fiscal year.

CM Peixoto commented that the improvements to the Municipal lots reflect well on the City particularly in the downtown. He has received positive feedback regarding the improvements to Municipal Lot 3.

CM Márquez asked staff to double check that the lots listed in the presentation are all of the City owned public lots city-wide.

Resident Warren Foster commented about stacking lots.

Median Landscaping Projects

Senior Civil Engineer Kevin Briggs reviewed the Median Landscaping Projects section of the report and asked for Committee input.

PUBLIC COMMENTS/DISCUSSION

CM Mendall commented about increasing staffing levels to complete the projects versus contracting work out. He would like staff to do an analysis to determine if adding staffing is warranted.

Director Fakhrai clarified that staff is working to determine what projects can be done in house. He added some projects are already being worked on by Maintenance Services and staff is evaluating how we combine projects.

CM Peixoto commented about concerns he's received regarding the roundabout at Woodstock and Fairview. He has heard from many residents who have submitted complaints and understands from the City Manager that staff is working to resolve the issue.

City Manager McAdoo acknowledged there have been numerous emails and postings on next door regarding the stop signs installed at the Woodstock and Fairview traffic circle.

Transportation Manager Fred Kelley explained the difference between traffic circles and roundabouts. He explained that stop signs were installed as you enter the circle because drivers are not yielding resulting in site and visibility issues.

Director Fakhrai added that the stop signs were installed because of resident and community concerns about pedestrian safety issues crossing Fairview from Woodstock.

City Manager McAdoo commented that she will post information on next door and offer to hold a community meeting.

Transportation Manager Fred Kelley added that warning signs have been installed and striping is forthcoming, weather permitting.

Transportation Projects

Transportation Manager Fred Kelley reviewed the Transportation Project section of the report and asked for Committee input.

PUBLIC COMMENTS/DISCUSSION

CM Peixoto asked for an update on the Winton/Southland interchange.

Mr. Kelley confirmed the Measure BB funded project, undertaken by ACTC, should be out for bid for initial project study reports sometime in 2018. He added it is about one to two years out for design and at least five years out for construction.

CM Márquez asked that staff connect with the community effected by the holiday barricades at Winton/Southland. She also asked for the timeline for the Industrial off ramp project and wants staff to ensure an extensive outreach plan and suggest partnering with Economic Development.

Mr. Kelley responded that the Industrial off ramp project is underway.

Director Fakhrai added that an update on the Industrial project will be given to the CIC in early 2018.

CM Mendall commented about sidewalk repairs specifically the ADA ramp improvements. He'd like to see adding ADA ramps where none exists rather than improving existing ones.

CM Márquez would like staff to ensure that someone is analyzes that we are receiving the correct amount of funding for these projects.

Director Fakhrai responded that staff monitors funding. He added that Mayor Halliday and CM Peixoto are involved with ACTC. Director Fakhrai remarked there are a lot of grants that we may not be eligible for. Staff pursues grant opportunities the City is eligible for.

CM Mendall commented that he would like to see a proposal/options from staff on ways to close the three to five million-dollar gap for road maintenance and pedestrian improvements.

Director Fakhrai suggest staff evaluate short falls and potential funding sources as part of the next CIP process and report back to the CIC with several options.

CM Márquez remarked that she like the presentation and would like staff to ensure that it is uploaded to the website.

3. ORAL UPDATE ON CIP PROJECT(S):

Director Fakhrai reported that the Library construction continues and is expected to be completed in April or May. He added that staff is receiving bids on the Phase 2 Mission Blvd. project. Additionally, Fire Station 2 is complete, Fire Station 3 is expected to be complete by mid-December, Fire Station 1 is almost complete and Fire Station 4 and 5 is expected to be completed by April/May.

4. FUTURE AGENDA ITEMS:

Update on Mission Blvd Phase 3 (January)
Items listed on the Proposed 2018 Agenda Planning Calendar

5. COMMITTEE MEMBER/STAFF ANNOUNCEMENTS AND REFERRALS:

CM Mendall thanked staff for preparing the report and presentation and complimented their efforts.

CM Márquez also thanked staff. She then congratulated Director Fakhrai on his upcoming retirement and thanked him for his years of services.

ADJOURNMENT: 5:36pm.



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777 B Street
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File #: RPT 18-022

DATE: January 24, 2018

TO: Council Infrastructure Committee

FROM: Interim Director of Public Works

SUBJECT

Mission Boulevard Corridor Improvements Phase 3 Project Update

RECOMMENDATION

That the Committee reviews this report and comments on the design and program plan for the Mission Boulevard Corridor Improvements Phase 3 Project.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Mission Boulevard Corridor Phases
Attachment III	Mission Boulevard Phase 3 Meeting Flyer



DATE: January 24, 2018

TO: Council Infrastructure Committee

FROM: Interim Director of Public Works

SUBJECT: Mission Boulevard Corridor Improvements Phase 3 Project Update

RECOMMENDATION

That Council reviews this report and comments on the design and program plan for the Mission Boulevard Corridor Improvements Phase 3 Project.

BACKGROUND

On November 27, 2007, Council approved Phase 1 of the Route 238 Corridor Improvement Project, which covered roadway and street improvements on Mission Boulevard (from A Street to Industrial Parkway) and Foothill Boulevard (from Mission Boulevard to Apple Avenue) and certified the Final Environmental Impact Report (FEIR) for the project. Subsequently, Caltrans relinquished portions of State Routes 92, 185 and 238 to the City within the Phase 1 project limits. During relinquishment discussions, the City and Caltrans agreed that Caltrans would relinquish, and the City would accept, a majority of the remaining state highways within the City boundaries after the Phase 1 project was completed and after sufficient Local Area Transportation Improvement Program (LATIP) funding became available to improve these additional highway segments. Construction of the Phase 1 project was completed in January 2014. LATIP funds totaling \$30 million were approved by the California Transportation Commission (CTC) for use on this project. The CTC allocated \$8.1 million of this amount for the Route 238 Phase 1 expenses and subsequently \$2 million for the design of Phase 2 and 3. At the CTC meeting on October 19, 2017, the remaining \$19.9 million was allocated for the construction of Phase 2 and for Adaptive Signal Timing on Jackson Street. At that meeting, CTC relinquished the remaining portions of State Routes 238 (Mission Boulevard from Industrial Parkway to south City limit), 92 (Jackson Street from Atherton Street to Santa Clara Street), and 185 (Mission Boulevard from A Street to north City limit).

Phases 2 and 3 are a continuation of the Phase 1 project (see Attachment II). Phases 2 and 3 will improve Mission Boulevard from Industrial Parkway to the south City limit near Blanche Street, and from A Street to the north City limit at Rose Street, respectively. On October 28, 2014, Council approved an agreement with BKF Engineers for professional services to begin design work for Phase 2 and initiate preliminary designs for Phase 3. The design of Phases 2 and 3 incorporates the Council's Complete Streets policy with infrastructure to make safe and convenient travel along and across Mission Boulevard for all users, including pedestrians, bicyclists, transit users, motorists, and trucks.

DISCUSSION

Since design work began, the project has proceeded through several phases including design completion and bid documents preparation for Phase 2 and 35% design completion for Phase 3 by BKF Engineers. On January 16, 2018, Council awarded the construction contract for Phase 2 to DeSilva Gates Construction. On April 11, 2017, Council approved an agreement with Mark Thomas & Company for professional services to complete the design for Phase 3. This report focuses on the Phase 3 Improvement project. Currently, plans for the project are at a 65% complete stage.

The current condition of the infrastructure in Phase 3 is generally poor. There are substandard sidewalks and curb ramps. The existing traffic signal and equipment at Sunset Boulevard need upgrades. Furthermore, street lighting is insufficient, there are no designated bike facilities, and the pavement is also in poor condition. Improvements along the Mission Boulevard corridor include multi-modal access improvements to accommodate pedestrians, bicyclists, transit users, motorists and trucks.

Specifically, Phase 3 improvements will include the following:

- Reconstruction of existing sidewalks, curbs and gutters, valley gutters and driveways that are in poor condition or deficient
- New street trees in-between the curb and sidewalk
- Adjust existing driveways to conform to the new sidewalks, curbs, and gutters
- Adjust pavement, modify and add new storm drain inlets to improve drainage
- Rehabilitate existing pavement using Cold In-place Recycling (CIR) and a new pavement overlay (CIR method reuses the existing pavement as base material thereby conserving new raw material resources and reducing greenhouse gases with reduced hauling)
- Upgrade intersections to comply with the latest ADA accessibility standards
- Upgrade existing traffic signal at Sunset Boulevard with Adaptive Traffic Management System technology to improve signal timing by adapting to traffic conditions in real time
- New signage and relocation of bus stops
- New fiber optic lines within the project limits
- New LED and dimmable street lighting
- Undergrounding of existing overhead utility lines
- Lane widening for shared use with bicyclists
- Improve crosswalks at uncontrolled crossings with bulb outs and flashing beacons
- New gateway entry features at Rose Street

California Public Utilities Commission Rule 20 Program

On December 14, 2010, in anticipation of Phases 2 and 3 of the Mission Boulevard Corridor project, Council adopted Ordinances to form Underground District No. 29 (Mission Boulevard from A Street to the north City limit) and Underground District No. 30 (Mission Boulevard from Arrowhead Way to the south City limit) to facilitate use of the Rule 20A funds allocated

each year to the City by PG&E to replace existing overhead utility facilities with underground facilities. Due to higher than anticipated costs for recently completed undergrounding projects and because the California Public Utilities Commission (CPUC) reduced local agency Rule 20A allocations, the City cannot complete the undergrounding work in Phases 2 and 3 using only Rule 20A funds. Staff is working on a five year borrow plan on the City's Rule 20A allocations, which allows cities to borrow up to five years' worth of future credits for the current project. Additionally, staff acquired Rule 20A allocations from the City of Corcoran. It is estimated that approximately \$2.9 million of Rule 20A funding will be available for this project. Phase 2 undergrounding will be performed under both Rule 20A and Rule 20B while Phase 3 will be performed under Rule 20B where the project pays for the majority of the undergrounding work. Undergrounding District No. 29 in Phase 3 includes electrical service panel conversion work on sixty-one private properties and as part of the Rule 20A program, PG&E allows up to \$1,500 from the allocation allowance for each service entrance. Since Phase 3 will be performed under Rule 20B, the City will be responsible for the \$1,500 maximum per each service panel conversion. Property owners will be responsible for the cost of the conversion in excess of the \$1,500.

STRATEGIC INITIATIVES

This agenda item supports the Complete Streets Strategic Initiative. The purpose of the Complete Streets initiative is to build streets that are safe, comfortable, and convenient for everyone regardless of age or ability, including motorists, pedestrians, bicyclists and public transportation riders. This item supports the following goals and objectives:

Goal 1: Prioritize safety for all modes of travel.

Objective 3: Ensure that roadway construction include complete streets elements.

Goal 2: Provide Complete Streets that balance the diverse needs of users of the public right-of-way.

Objective 1: Increase walking, biking, transit usage, carpooling and other sustainable modes of transportation by designing and retrofitting streets to accommodate all modes.

FISCAL IMPACT

Phases 2 and 3 will be funded by LATIP funds, matching funds from Measure BB and Rule 20A allocations for Underground District Nos. 29 and 30. The estimated funding breakdown is as follows:

Funding Source	Amount
LATIP	\$21,900,000
Measure BB	\$19,500,000
Rule 20A	\$1,580,000 ¹
Total	\$42,980,000

The estimated project costs are as follows:

Phase 2	Estimated Cost
Design	\$2,557,384
Utility Undergrounding	\$2,000,000
Construction (including ACO & PLA/CWA)	\$24,942,616
Construction Admin, Inspection, Testing	\$3,000,000
Phase 2 Project Total	\$32,500,000

Phase 3	Estimated Cost
Design	\$1,000,000
Utility Undergrounding	\$5,000,000
Construction	\$8,000,000
Construction Admin, Inspection, Testing	\$1,000,000
PLA/CWA	\$500,000
Phase 3 Project Total	\$15,500,000

Phase 2 and 3 Project Total	\$48,000,000
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An updated cost estimate will be provided for Phase 3 with the next phase of design and ultimately when the Phase 3 project receives construction bids.

SUSTAINABILITY FEATURES

1. Water:

The project includes the installation of drought tolerant plants to reduce water usage.

¹ * The City's current Rule 20A allocation is \$2,900,000. An estimated 50% of this allocation is available for City costs to construct the joint utility trench with conduit and utility boxes. An estimated 50% will be used by PG&E for the wire, transformers and other equipment costs for materials and installation. Another estimated \$130,000 will be contributed by Comcast for their share of the joint trench cost.

2. Environment:

This project has implemented Bay-Friendly Landscaping techniques to use native and climate appropriate plants for the median islands and sidewalk planters. The project will be reviewed for Bay-Friendly certification after the project design is complete. Permeable pavers will also be used to treat storm water runoff from the sidewalk and filter pollution from the storm water before entering the San Francisco Bay. This project will use Cold In-place Recycling (CIR) to rehabilitate the pavement.

3. Energy:

This project will install street lights with energy efficient LED lighting and dimming features to provide electricity and maintenance cost savings.

PUBLIC CONTACT

A community meeting for Phase 3 was held on October 12, 2016. Flyers were sent to the Downtown and Prospect Hill neighborhoods inviting the community to attend this project update meeting. A few business owners preferred that little to no trees be planted because they may block their business signs or make egress from their businesses difficult. The location of the new trees will take business signs and sight distances into consideration.

COMPLETE STREETS

The project will include features to accommodate pedestrians, bicyclists, transit riders and motorists. Pedestrians will benefit from new sidewalks and new curb ramps. Bicyclists will have sharrows lanes in Phase 3. For transit users, the existing bus stops will be relocated after the intersections along with lighting for future bus shelters as identified by AC Transit for improvements. For motorists, new pavement, intersection improvement, and traffic signal upgrades with Adaptive Traffic Management System will improve congestion. These proposed improvements are consistent with the City's Complete Streets Policy.

A dedicated [web page](#) to share the information about the project is available on the City's website.

SCHEDULE

The following is the tentative schedule for this project:

Phase 3

Complete Design	July 2018
Begin Construction	November 2018
Complete Construction	September 2019

This schedule may be overly optimistic and highly dependent on the responsiveness of the utility companies, such as PG&E and AT&T to provide the necessary support in a timely

fashion since Rule 20B undergrounding design is performed by the utility companies. A more realistic schedule could be:

Complete Design	January 2019
Begin Construction	July 2019
Complete Construction	May 2020

This schedule would also mean advertising the project during the winter when it is more likely to receive better bids when contractors are less busy.

NEXT STEPS

Following this work session, staff will incorporate Council's comments and return for the approval of plans and specifications and call for construction bids.

Prepared by: Kathy Garcia, Deputy Director of Public Works

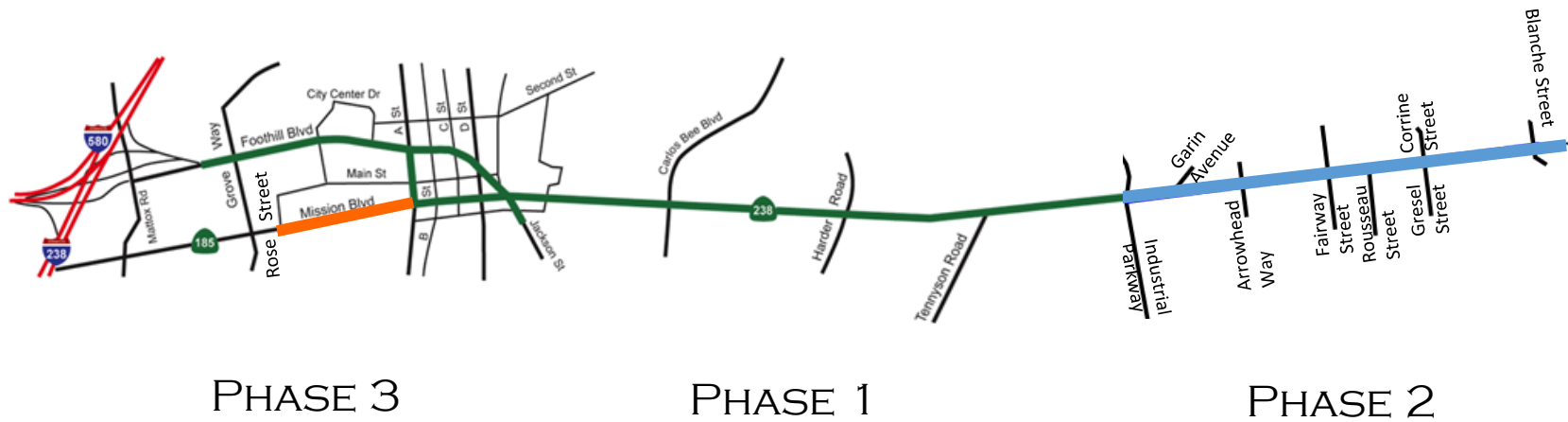
Recommended by: Alex Ameri, Interim Director of Public Works

Approved by:



Kelly McAdoo, City Manager

MISSION BOULEVARD CORRIDOR PHASES



MISSION BLVD

PHASE 3

IMPROVEMENT

IS COMING...

JOIN US ON JANUARY 24

WE NEED YOUR INPUT TO HELP MAKE THE NEXT PHASE OF THE MISSION BLVD PROJECT A SUCCESS.

The City of Hayward cordially invites you to the

COUNCIL INFRASTRUCTURE COMMITTEE MEETING

WHAT & WHY

Phase 3 will improve Mission Blvd from A Street to the north city limit near Rose Street.

Improvements will include:

- Undergrounding of overhead utilities
- Reconstructing sidewalk, curb and gutter
- Installing new LED street lights
- Planting of new trees in sidewalk
- Curb ramps and crosswalk improvements with flashing beacons
- Traffic signal improvement
- Improved Pavement
- Decorative Pavers

WHEN & WHERE

City Hall, 777 B Street, Conference Room 2A
Wednesday, January 24, 2018 | 4:00 p.m. - 6:00 p.m.
Other Council Infrastructure Committee items will be on the agenda, Phase 3 will start around 4:00 p.m.

YOUR IDEAS ARE WELCOMED!

**COME PARTICIPATE AND TELL US
WHAT YOU THINK!**





CITY OF HAYWARD

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

File #: RPT 18-026

DATE: January 24, 2018

TO: Council Infrastructure Committee

FROM: Interim Director of Public Works

SUBJECT

Old Highlands Homeowners Association (OHHA) Update

RECOMMENDATION

That the Committee reviews this report, recommends a preferred approach for implementing a street improvement program in the Old Highlands Homeowner Association (OHHA), and directs staff to develop a funding mechanism for implementation provided that a majority of OHHA property owners indicate support for the proposed program.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	OHHA Tentative Terms



DATE: January 24, 2018

TO: Council Infrastructure Committee

FROM: Interim Director of Public Works

SUBJECT: Old Highlands Homeowners Association (OHHA) Update

RECOMMENDATION

That the Committee reviews this report, recommends a preferred approach for implementing a street improvement program in the Old Highlands Homeowner Association (OHHA), and directs staff to develop a funding mechanism for implementation provided that a majority of OHHA property owners indicate support for the proposed program.

BACKGROUND

Staff presented a report on OHHA to the Council Infrastructure Committee on July 24, 2017. The report, which is available on-line (<https://hayward.legistar.com/LegislationDetail.aspx?ID=3108860&GUID=AC3A5B1B-21B9-48FB-84A7-04B8C4A06F53>), focused on the condition of OHHA roadways, roadway ownership, recommended street improvements, estimated costs for improvements, responsibility for the repair effort, and potential funding options. The Committee directed staff to work with the OHHA Board of Directors to develop a plan for improving the roads after the OHHA property owners approved a funding mechanism to pay for one-half of the required improvements and dedicated all private roadway segments to the City for public right-of-way.

DISCUSSION

Staff met with the OHHA Board of Directors and agreed on tentative terms that would be presented to property owners at an OHHA neighborhood meeting on January 18, 2018. Those terms are included as Attachment II.

There were approximately sixty OHHA community members and four City staff, including the City Manager, present at the meeting. Comments during the neighborhood meeting were very favorable. At the end of the meeting, the OHHA Board conducted a straw poll of all OHHA property owners to determine their position on three options: 1) take no further action on the proposed pavement repairs; 2) pursue legal action to compel the City to fund street improvements; and 3) work with the City to accept the current proposal to share costs for the

required pavement improvements. There were no votes for options one or two. Option three received unanimous consensus.

Since the property owners appear to have the necessary votes to approve a Community Facilities District (CFD) or other financing mechanism, staff can proceed to hire a consultant to develop the Engineer's Report incorporating recommendations for the necessary street improvements and development of a benefit formula to spread the assessments amongst the property owners. The consultant would develop cost estimates to reflect how benefits could be spread by parcel, number of dwelling units, roadway frontage, or other means of identifiable specific benefit.

Once the community has formally voted to approve a financing mechanism, the City surveyor can begin to identify any private street segments included in the project, and prepare the plat and legal description necessary for the property owners to dedicate those street segments as public right-of-way. No street dedications will be accepted until the funding mechanism is approved by OHHA voters. Additionally, a consultant will be hired to prepare the necessary roadway reconstruction and construction bid documents. The OHHA Board has indicated that they would like Tribune Avenue and Cotati Street improved as the initial priority.

STRATEGIC INITIATIVES

The proposed OHHA scope of work includes roadway pavement improvements only and does not address other improvements necessary to meet the Complete Streets Initiative. The OHHA community is not proposing funding other improvements, such as sidewalks and street trees, due to lack of funding and their potential impact on the rural feel of the neighborhood.

FISCAL IMPACT

The proposed OHHA street improvement agreement would include pavement rehabilitation work only. The work is to be funded equally by the City and OHHA property owners. Approval of a financing district will supersede all existing deferred improvement agreements. The City will provide the initial funding for the work over a five to six-year period with property owner reimbursement over a twenty-year period. The preliminary estimated cost of the pavement rehabilitation is between \$5 million and \$6 million. Until the OHHA property owners formally vote to approve a CFD or other financing mechanism, City expenses will be limited to preparation of an Engineer's Report and work with bond or other legal counsel to establish a financing district. The initial improvements may be completed as part of the City's Capital Improvement Program FY20 rehabilitation project.

Street	FY 2017 Cost (EST.)	50% Share
Tribune Ave	\$980,000	\$490,000
Cotati St	\$410,000	\$205,000

Total	\$1,390,000	\$695,000
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SUSTAINABILITY FEATURES

The City's Pavement Rehabilitation Project uses innovative, new processes that recycle asphalt materials on-site and minimize the need for exporting and replacing the deteriorated portion of our roadways. This reduces greenhouse gas emissions associated with exporting to a recycling center and asphalt plant. All excess material generated during construction and demolition will be sent to designated facilities for recycling. This reduces carbon emissions which benefits our environment.

PUBLIC CONTACT

Staff has engaged in numerous discussions with OHHA board members and property owners over the years. Most recently, staff attended the January 18, 2018 OHHA neighborhood meeting, heard their concerns, and provided feedback. The OHHA Board has assumed responsibility for direct communication with property owners in the future on this proposal.

NEXT STEPS

Based on the input and direction received from the Committee and the results of the OHHA Board's straw poll, staff will return to the Committee with a plan for funding the improvements.

Prepared by: Kathy Garcia, Deputy Director of Public Works

Recommended by: Alex Ameri, Interim Director of Public Works

Approved by:



Kelly McAdoo, City Manager

OHHA Tentative Terms

Staff has outlined agreement terms with the OHHA Board for maintenance of all public roads within the OHHA boundary. Agreement terms for roadway maintenance consist of the following main points:

The roadways require full depth reconstruction. This reconstruction effort, including design, legal and financial consultants, City inspection, survey and administration staff costs and roadway reconstruction, is estimated to cost \$5 million to \$6 million.

City will provide the initial funding for improvements from the Capital Improvement Program over a period of five to six years. The City will improve one or two streets each year. The OHHA Board will set construction priorities. They have selected Cotati and Tribune as the streets to be reconstructed during the first year of this program.

OHHA property owners will reimburse the City for 50% of the cost incurred to reconstruct each road within the OHHA neighborhood.

OHHA property owners will approve a financing mechanism that guarantees this reimbursement over a 20-year period. There are approximately 296 parcels within the OHHA boundary. Each parcel may be assessed between \$400 to \$600 per year for the improvements.

The roadway improvements are intended to include pavement reconstruction only. Very minor improvements to eliminate roadway water ponding may also be included.

The roadway improvements will not include curb and gutter, rolled curbs, storm drain inlets, street lighting or sidewalks.

The roadway improvements will follow the existing roadway footprint. The intent is to construct a 20-foot wide one-way street and a 24-foot wide two-way street, unless existing obstructions prevent this from being implemented. In the case of obstructions, the roadway will be narrowed.

The City will only improve roadways that are 100% public right-of-way. The City's surveyor will identify street sections that are currently private property. The City's surveyor will create a plat/legal description for these roadway segments. Property owners will cause these roadway segments to be dedicated to the City as public right-of-way.

All existing deferred improvement agreements will be voided upon OHHA property owner's approval of a financing mechanism.

The City will not begin any work, except development of an Engineer's Report for the proposed financing mechanism, until financing is approved by the OHHA property owners. The Engineer's Report will include a rough estimate of anticipated costs only with appropriate contingencies.

The OHHA Board is responsible for all communications necessary to convince property owners to approve the financing mechanism and to dedicate private street areas for public right-of-way.

ATTACHMENT II

When construction is complete, the City will perform future maintenance of the roadways with available City funds as is possible as part of the City Pavement Rehabilitation Program.



CITY OF HAYWARD

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

File #: ACT 18-006

DATE: January 24, 2018

TO: Council Infrastructure Committee

FROM: Interim Director of Public Works

SUBJECT

Downtown Parking Management Plan - Recommendations

RECOMMENDATION

That the Committee reviews and provides comments on the Recommended Parking Demand Management Strategies for Downtown Hayward.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Executive Summary, January 2018 (Downtown Parking Study)



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RECOMMENDATION

That the Committee reviews and provides comments on the Recommended Parking Demand Management Strategies for Downtown Hayward.

SUMMARY

The Downtown parking management plan is based on a study that identifies the existing and near-term parking needs in the Downtown and recommends strategies that maximize the supply and utilization of parking spaces. Following the receipt of feedback from the Committee and approval of Council, a year-long pilot program will be implemented in the study area to evaluate the recommendations.

BACKGROUND

In fall of 2014, BART began the implementation of paid parking at the Hayward BART station. In response, staff, with Council authorization, implemented the following interim parking strategies to mitigate potential impacts to the Downtown parking supply:

- 4-hour parking restrictions were implemented in the City Hall parking structure and in the commercial and residential areas west of the BART station
- 2-hour on-street parking restrictions were implemented within a quarter mile radius of the Downtown Hayward BART station
- Enforcement was enhanced to ensure that time restrictions were being observed

Apart from the implemented interim strategies, long-term, comprehensive parking policies were deemed critical to the growth and development of the Downtown Hayward area. To identify long-term parking management strategies, a consulting firm, CDM Smith (CDM), was selected to work with staff to conduct a focused analysis of parking supply and demand in Downtown Hayward.

CDM was tasked with ensuring existing regulations aligned with current parking demand, and proposing updates to those regulations and strategies to improve parking demand management in the Downtown. Based on this focused study, a detailed set of comprehensive parking management strategies and policies were developed.

The study focused on both peak period occupancy and high demand areas during off-peak periods (See Page 3 of Attachment II). Some key findings include:

- As expected, the midday period (12:00 PM) in the Downtown consistently displayed the highest parking occupancy
- On-street parking occupancy was highest in the Downtown business core area along B Street, A Street, Watkins Street and Main Street with peak occupancies exceeding practical capacity of 85%
- High demand was also observed in the residential areas to the west of the BART station
- Off-street parking facilities, such as the municipal lots and the City Hall Garage, had 49% parking occupancy, indicating that off-street parking was largely available Downtown during weekday peak periods
- During weekends, off-street parking facilities, such as the Cinema Place Garage and Muni Lots in the Downtown core area, exceeded a practical capacity of 85%

Additionally, the upcoming residential and mixed-use projects promise to transform Downtown Hayward into an attractive, vibrant, regional and community center that provides opportunities for commerce, shopping, services, and entertainment. This transformation would increase the need for parking. The purpose of the study was to improve parking convenience for customers, provide viable parking options for employers, and protect on-street parking in residential areas from intrusion by both BART patrons and Downtown Hayward employees.

The study built upon the initial 2015 report that provided an analysis of parking space occupancy and utilization of both on-street and off-street public parking facilities owned and operated by the City in Downtown Hayward and the nearby BART station area. These observations formed the basis for the development of comprehensive long-term strategies and policies. The study also reviewed the best practices in parking management and recommended strategies, such as time restrictions and residential and business parking permits, as tools for demand management.

DISCUSSION

The findings and recommendations of the study are incorporated in Hayward Downtown Area Parking Management Plan (Attachment II). It includes the following components:

1. Parking Time Restrictions

Time restrictions would be used as an efficient parking management policy to shift the parking demand from overutilized on-street facilities to off-street facilities and increase turnover in high demand areas. The following strategies and recommendations were developed for on-street and off-street facilities after extensive analysis of the existing parking behavior throughout the study area (See Page 7 of Attachment II). The recommendations are also developed in a way to provide unrestricted parking to the residents and employees with permits in certain areas. Refer to Section 2 for further information on Residential and Business permits.

On-Street Restrictions

One-Hour parking

One-hour parking restrictions are recommended in the Downtown core area on B Street and Main Street where parking is in high demand.

One-hour time restrictions will increase turnover in the prime locations in the Downtown Hayward commercial area to accommodate short-term customers/visitors. These restrictions would also discourage long-term employee parking and maximize customer parking.

Two-Hour parking with permits that allow unrestricted parking to residents

Two-hour parking restrictions are recommended on the streets surrounding the Downtown Hayward core area along A Street, Watkins Street, C Street, and Montgomery Avenue.

The mixed residential and commercial land uses in this area create a high demand for parking. Two-hour restrictions would discourage long-term employee parking in core areas and incentivize them to use municipal lots where they can park unrestricted with permits. Residents with permits would not be subjected to time restrictions in this area.

Two-Hour parking with permits that allow unrestricted parking to residents and employees

Two-hour parking restrictions are also recommended on B Street and Grand Street west of the BART station.

This area constantly attracts BART patrons due to its close proximity to the station. Additionally, this area has mixed residential and commercial land uses. The proposed two-hour restrictions would discourage long-term BART parking. Since the municipal lots are not in accessible distance, residents and employees with permits would not be subjected to on-street time restrictions in this area.

Four-Hour parking with permits that allow unrestricted parking to residents

Four-hour parking restrictions are recommended in the residential area west of Grand Street.

BART patrons heavily impact the residential area west of Grand Street. Four-hour parking restrictions would discourage long-term BART parking. Residents with permits would not be subjected to time restrictions in this area.

Off-Street Restrictions

Four-Hour parking with permits that allow unrestricted parking to employees

Four-hour parking restrictions are recommended in all the municipal lots. Business employees with permits would not be subjected to time restriction in these lots. Also, a limited number of spaces would be reserved for employees in the Cinema Place garage.

Four-hour parking restrictions would simplify the complex time restrictions currently in place at these facilities. Additionally, providing business permits would provide viable parking options for employees and incentivize them to not use high demand on-street parking.

2. Permit Parking Policy

Permit parking programs are effective parking demand management tools that ensure efficient use of the City's limited public parking resources. Because many of the City's on-street parking resources are in high demand, employees, residents, and visitors all compete for the same spaces. Parking permits can be used to manage this demand by directing user groups, such as employees and residents, into the spaces most appropriate for their needs. Two types of permits are proposed: a) residential permits and b) business or employee permits. These strategies were developed after extensive benchmarking and discussions with many cities that have successfully implemented parking permit programs in the Bay Area, such as Oakland, San Francisco, Berkeley, Emeryville, San Leandro, Union City, San Jose, Palo Alto and Sacramento. In all cases, the proposed pricing policies are staff's recommendations. Staff would appreciate the Committee's comments and direction.

Residential Parking Permits

With the continuing growth in and around Downtown Hayward and the high level of parking utilization associated with the BART station, there is a need to consider a Residential Preferential Parking (RPP) permit program. This will protect on-street parking from intrusion by BART patrons and Downtown Hayward employees. The program is designed to discourage residents from using street parking for more than one car per household.

Pricing Policy:

- First permit free, second permit \$150 per year
- Limit of two permits per household
- Guest permits – 5-day limit - \$5.00 per permit

Because the City has taken the initiative to implement this RPP zone, unlike other zones where residents initiate the request, the first permit is proposed to be free of charge. Other Bay Area cities charge anywhere from \$20 to \$160 for second permits. The City's proposed pricing of \$150 for second permits reflects the unique need to balance parking requirements in areas of diverse land use, and to discourage multiple vehicle ownership in Downtown Hayward, which is a transit-oriented zone.

Business Parking Permits

A new Business Parking Permit program is proposed to accommodate Downtown Hayward business employees in off-street parking facilities and designated zones to the west of the BART station. These permits will shift long-term employee parking away from highly utilized on-street parking facilities.

Pricing Policy:

- 0-5 Permits - \$25 per year per permit
- 5-10 Permits - \$40 per year per permit
- 10-20 Permits - \$60 per year per permit
- Limit of 20 permits per business

The proposed permit prices are relatively inexpensive to encourage participation by businesses. The charges increase with the number of employees per business to more equitably distribute permits amongst all Downtown Hayward businesses. The limit of 20 permits is proposed since, currently, out of seventy-one employers in Downtown Hayward, only eleven have more than twenty employees and these employers typically have their own off-street parking. Staff would appreciate the Committee's comments and direction.

3. Enforcement

Enforcement is a necessary component of a successful parking management system. Field observations and analysis of citations indicate that enhanced enforcement efforts aided by new technology and additional staffing would help achieve better levels of parking access for all users.

Technology

A wide range of potential technology applications were reviewed to manage parking resources more efficiently. Purchase and utilization of enforcement vehicles equipped with License Plate Recognition (LPR) equipment would greatly enhance enforcement efforts.

The LPR system aids enforcement by replacing the conventional "chalking" method. It would dramatically improve the efficiency of current enforcement efforts.

Staffing

Currently, parking enforcement efforts citywide are conducted primarily by a single contract employee who is tasked with enforcing the existing eight RPP areas, the Downtown area and the South Hayward BART RPP area. Additionally, the upcoming two major developments near Downtown Hayward (Lincoln Landing and Maple Main) would require expansion of the planned RPP or new RPP zones. Staff recommends adding additional enforcement personnel if the Committee chooses to implement the Downtown RPP and Business Parking Permit programs.

Finances

A detailed financial analysis of the existing parking administration costs, citation revenues, and enforcement expenditures was conducted to understand current revenues and costs. The historic information on parking revenues and expenses, proposed staffing plan, and enforcement requirements were used to create a five-year projection of the Parking Management Program budget:

- The analysis of current parking administration, citation processing, and enforcement data showed a net revenue loss of \$(47,495) for FY 2017-18;
- The purchase of a LPR equipped enforcement vehicle is projected to increase citation revenues in FY 2018-19;
- Due to the capital expenditure requirements, a net revenue loss of \$38,571 is initially projected;
- The proposed addition of a second enforcement position would increase net revenues to \$141,000 per year in FY 2019-20; and
- A positive net revenue impact is projected after the addition of second enforcement personnel and LPR equipped vehicle as follows: \$61,281 for FY 2019-20; \$203,293 for FY 2020-21; and \$267,141 for FY 2021-22 was projected

4. Wayfinding

A coordinated wayfinding system, better directional signage, and signs identifying parking lots and structures would improve the use of the off-street parking. Ideally, this program would be implemented when the Downtown Hayward parking restrictions and the RPP and Business Parking Permit programs begin.

STRATEGIC INITIATIVES

This agenda item supports the Complete Streets Strategic Initiative. The purpose of the Complete Streets initiative is to build streets that are safe, comfortable, and convenient for everyone regardless of age or ability, including motorists, pedestrians, bicyclists and public transportation riders. This item supports the following goals and objectives:

Goal 2: Provide complete Streets that balance the diverse needs of users of the public right-of-way.

Objective 1: Increase walking, biking, transit usage, carpooling, and other sustainable modes of transportation by designing and retrofitting streets to accommodate all modes.

FISCAL IMPACT

The City currently receives revenue from parking citations, RPP permit sales, and income from the South Hayward BART Station JPA parking. The Maintenance Services Department is responsible for the administration and enforcement of these programs. The Finance Department, Transportation Division of Public Works, and Police Department also have certain areas of responsibility.

Over the five-year period beginning 2019, there would be an estimated capital expense of \$200,000, which includes Downtown Hayward RPP implementation costs (\$25,000), two LPR equipped vehicles (\$80,000 per one LPR equipped vehicle) and a Wayfinding Signage program (\$15,000).

As proposed, the RPP implementation, wayfinding signage installation, and purchase of one LPR vehicle with related technology would occur in FY 2018-19. Staff recommends adding a second LPR equipped vehicle in FY 2019-20.

The table on Page 10 of Attachment II shows both the historic revenues/costs of the parking program, a five-year projection based on the purchase of the LPR vehicle, equipment in FY 2017-18, and the addition of a second enforcement person in FY 2019-20.

PUBLIC CONTACT

Staff presented results of the preliminary parking analysis to the Council Economic Development Committee (CEDC) on April 6, 2015. The CEDC commented on the need to balance the needs of Downtown Hayward merchants, employees, and patrons, while providing flexibility to meet parking needs. Included in those suggestions was the possibility of unbundling parking requirements from new developments, a strategy where parking is sold or rented separately and results in efficient and fair usage of limited parking supply. Additional suggestions centered around enacting stricter parking limits for heavily impacted areas where parking demand is high, such as B & Main Streets, and increasing the parking supply in Downtown Hayward.

In October 2016, staff solicited comments from visitors to the Downtown Hayward area via survey; 134 surveys were completed. To complement this effort, a more detailed survey was posted on-line on the City's website, Facebook page, the social network Nextdoor, and disseminated via e-mail. Approximately 840 on-line surveys were submitted. The key element of this outreach was to work with residents and business owners to identify critical issues and gauge their reaction to the potential new pricing and parking management strategies. Residents and employees expressed interest in permit parking that would allow them to park on-street or in municipal lots without time restrictions.

During the summer of 2017, staff also conducted interviews of merchants in the Downtown Hayward area and residents in and around the Hayward BART station. In the interviews, merchants reiterated the need for providing long-term employee parking and short-term customer parking. The residents reiterated interest in on-street permit parking.

NEXT STEPS

Following receipt of feedback by Committee, staff will finalize the recommendations in a final Downtown Hayward parking management report for Council's consideration.

Staff recommends that a year-long pilot program be implemented in the study area. After the pilot program, the impacts of the proposed recommendations will be evaluated and brought before Council for further consideration to determine whether to:

- Sunset the program and adopt potential alternative management strategies; and/or
- Extend the program indefinitely by adopting into City code

Staff will present the recommendations to the Chamber's Government Relations Committee (GRC) on Monday, February 5, 2018.

Prepared by: Fred Kelley, Transportation Manager

Recommended by: Alex Ameri, Interim Director of Public Works

Approved by:



Kelly McAdoo, City Manager

DRAFT EXECUTIVE SUMMARY



Hayward Downtown and BART Station Area Parking Management Plan

January 2018



Executive Summary

In recent years Hayward's Downtown area has entered a phase of transition. There has been significant new development with a focus on medium/high density residential projects coupled with commercial projects. New development projects are in the pipeline. At the same time BART instituted paid parking at the Hayward Station, which prompted concerns about parking intrusion by BART patrons into the residential and commercial areas around the station. Given these concerns the City of Hayward opted to prepare this parking management plan. This report summarizes the process used to develop the parking management strategy and plan for the Downtown and Hayward BART Station area and presents the results of the planning effort. It builds upon a previous report prepared for the City in 2015 entitled Hayward Downtown and Station Area Parking Analysis (CDM Smith, April 2015). That report provided an analysis of public parking space occupancy from August 2014 through February 2015. It addressed the utilization of both the public on-street parking and off-street parking in the various lots and structures owned and operated by the City in the Downtown and the nearby BART station area. This phase of the study builds on that analysis in order to provide strategies and recommendations for potential parking restriction and pricing policies.

Existing Parking Conditions

The study included a complete inventory or count of public on-street and off-street spaces (including the BART station parking) as well as a parking occupancy survey. Parking occupancy is the observed number of vehicles parked in a given area or facility at a given time.

As shown in **Table 1** the inventory survey totaled 5,094 parking spaces; this inventory includes 2,031 on-street spaces and 3,063 off-street spaces (15 surface lots and 3 structures).

Table 1 – Study Area Parking Inventory

Facility	Spaces
Off-Street	
City Hall Structure	394
Cinema Structure	238
BART Structure	1,226
Parking Lots	1,205
Subtotal	3,063
On-Street	
No Time Restriction	1,470
2-Hour Parking	396
90-Minute Parking	59
Other Restricted	106
Subtotal	2,031
Total	5,094

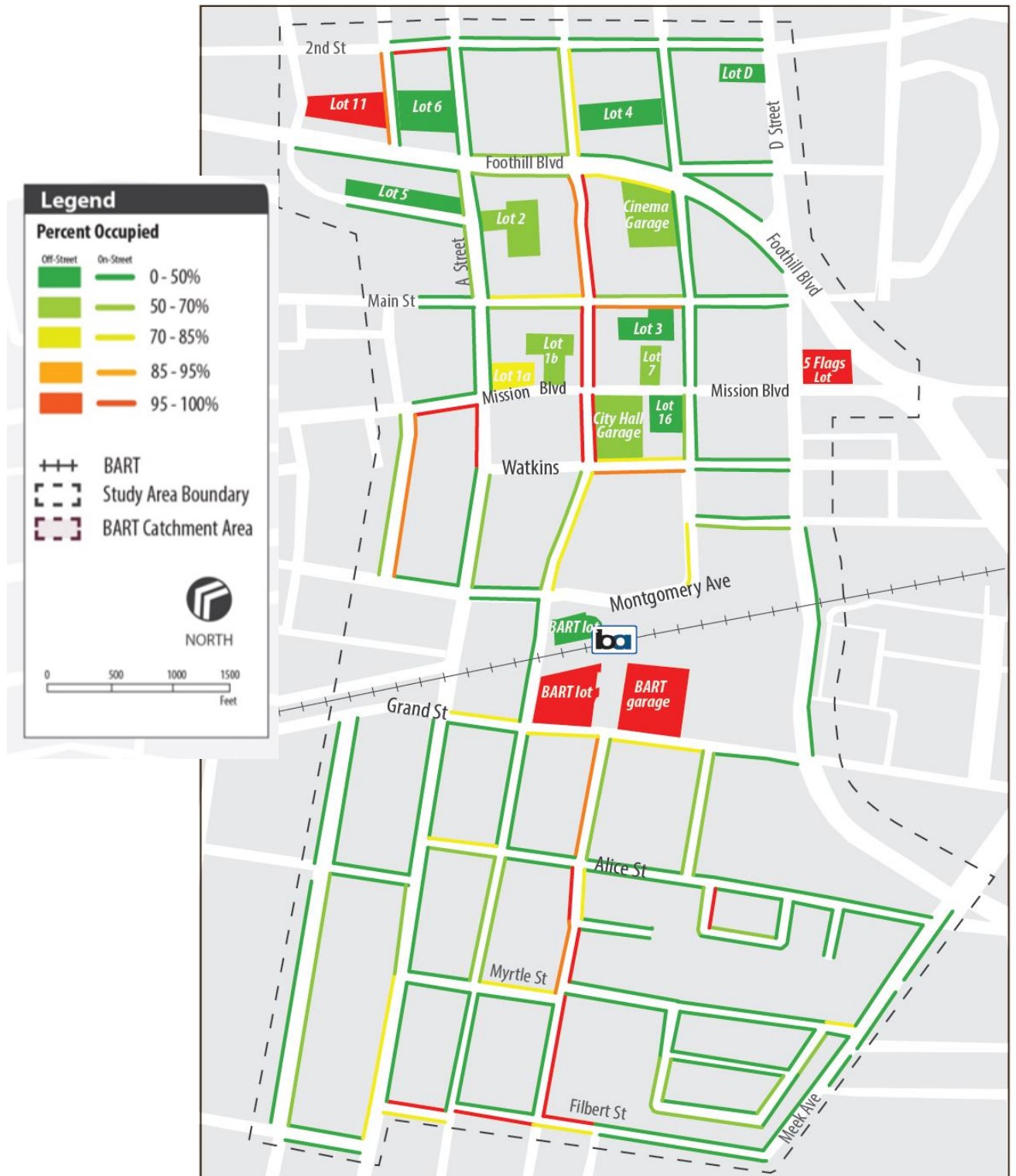
Parking occupancy peaks during the weekday midday, between 12 PM and 1 PM. **Figure 1** shows the occupancy observed at this peak time, in February of 2015, for all the on-street and public off-street parking in the study area.

Parking occupancy is particularly highest in the Downtown business core area along the B Street corridor from Montgomery Avenue to Foothill Boulevard as well as on A Street and C Street from Grant Street to Filbert Street. Here peak occupancies typically exceed 85 percent.

Some other key findings include:

- Areas with the highest demand:
 - B Street from Foothill Boulevard to Montgomery Avenue
 - Watkins Street from B Street to D Street
 - the residential area southwest of the BART station area
- Peak period occupancy:
 - For all off-street facilities (not including BART station facilities) within the study area is 49 percent on weekdays (72 percent if including nearly 1,500 BART parking spaces)
 - Lot 3 had the highest average occupancy during the peak weekday period, followed by Lot 1a, Lot 16, the City Hall Garage, and Lot 7
 - On weekends, Lots 1a, 1b, 11, 16, and the Cinema Garage all exceed a practical capacity of 85 percent during one or more time periods
 - On-street parking is overutilized, while off-street parking is largely available in the downtown

Figure 1 – Peak Period (Weekday 12 PM) Parking Occupancy, February 2015



- **Parking Duration and Turnover:**
 - Currently the City does not actively enforce the parking regulations in the study area.
 - The average user parking within the study area stays for just under 4 hours overall. This breaks down to: 71% of users parking 4 hours or less and 29% of users parking 6 hours or more.
 - The unregulated residential areas south of the BART station had the highest on-street parking stays, likely due to a combination of residents leaving their vehicles at home and BART riders and/or employees seeking parking.
 - In the areas north of the BART station, where two-hour time limits are predominant, a majority of blockfaces had durations of two to four hours; exceeding the established time limit.
 - 60 percent of all vehicles were likely customers or short-term parkers with the remaining 40 percent of vehicles likely residents or employees (long term parkers).
 - Overall, the duration analysis indicates that when enforced, the existing parking time limits are not adequately serving patrons, as many parkers currently exceed the posted time limits.

Parking Management Plan Recommendations

The parking management plan developed for the Downtown Hayward study area includes the following components:

Parking Time Restrictions

The map below (**Figure 2**) summarizes the proposed changes to time restrictions. The restrictions would be in place from 9:00 AM to 4:00 PM – Monday through Saturday.

On-Street Parking

- **One-Hour Parking, No Permit:** It is proposed that the on-street parking in the downtown core focused on B Street, Main Street and two blocks on the west side of Foothill Boulevard be limited to one-hour parking. This restriction will allow free parking for visitors making short-trips to the downtown. It will also incentivize employees of downtown businesses to not park in highly-coveted on-street parking spaces and instead head for unrestricted free parking located at city lots and garages. Visitors seeking long-term parking will be incentivized to use one of the city lots or garages. Residential or Business Permit parking would not be allowed in these spaces.
- **Two-Hour Parking, Residential Permits Allowed:** A two-hour time restriction with Residential Preferential Permit (RPP) permitted parking is proposed in the area surrounding the six-block downtown area. The new restrictions allow for free short-term on-street parking for downtown visitors, while allowing downtown residents to have a place to park their car near their homes.

- **Two-Hour Parking, Residential and Business Permits Allowed:** A two-hour time restriction with Residential Preferential Permit parking (RPP) permitted parking is proposed in the area adjacent to the BART station on B Street and Grand Street. This would prevent BART patron use of this parking, while providing residents and downtown employees with permits a place to park.
- **Two-Hour Parking, No Permit:** Two blocks of the east side of Foothill Boulevard would be limited to two-hour parking. Because of the commercial nature of this area, no permit parking would be allowed.
- **Four-Hour Parking, Residential Permits Allowed:** On-street parking in the area west of Grand Street be limited to four-hour parking and RPP parking. The restrictions will provide the residential area with more opportunities for on-street parking and limit long-term parking by BART users and downtown employees. Future expansion of the RPP area to the south is anticipated as the area continues to add housing.

On-Street Parking

- **Four-Hour Parking, Business Permits Allowed:** All of the City's off-street parking lots and structures (BART parking excluded) would have a four-hour parking limit. Employees with business permits would also be allowed to park in these facilities, although in some cases permit parking would be limited to specific areas or space. This would simplify the current complex system of time restrictions in these facilities and provide a viable parking option for employees.

Residential Parking Permits – Downtown

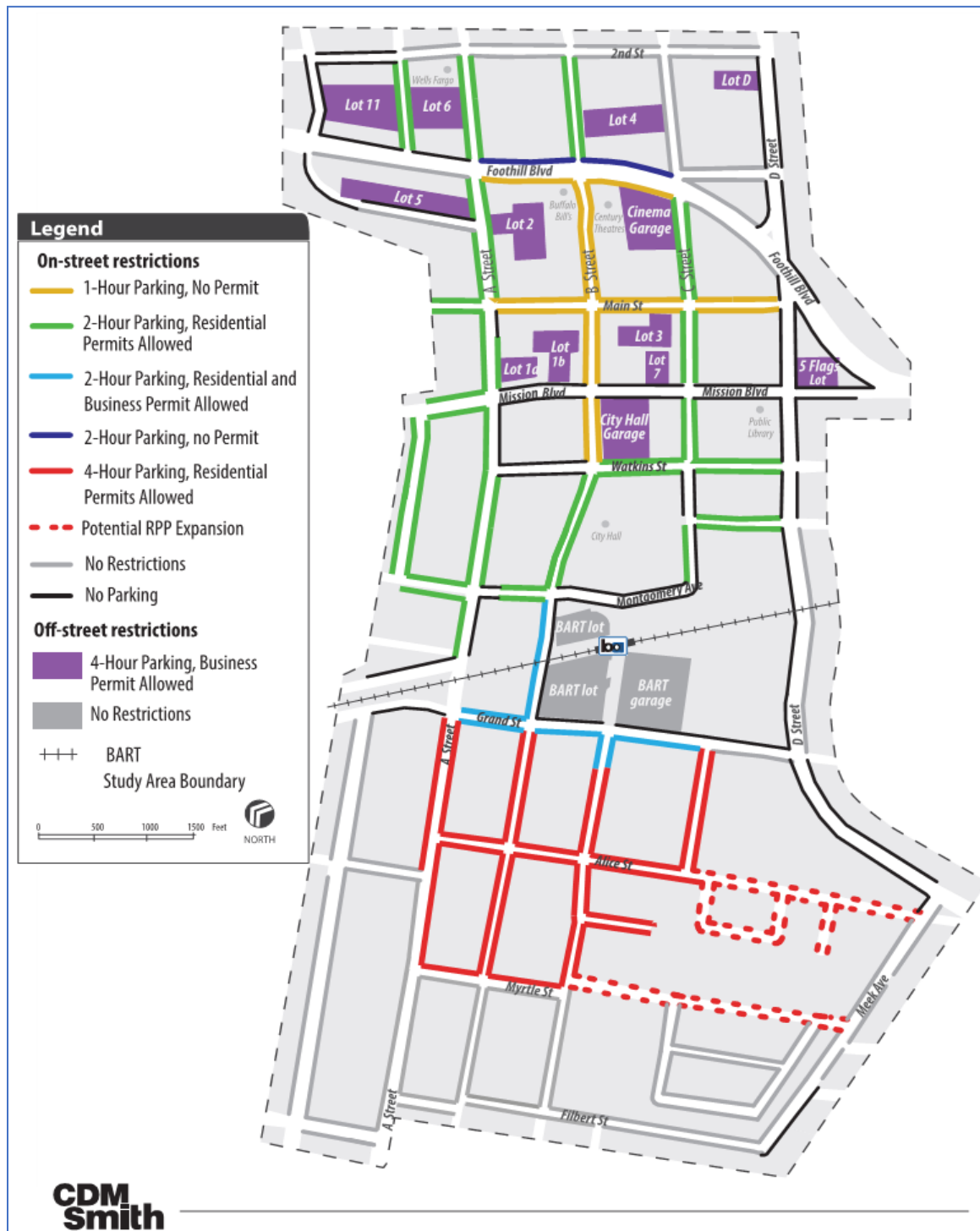
With the continuing growth in and around the Downtown and the high level of parking associated with the BART station there is a need to consider an RPP program. This will protect on-street parking from intrusion by BART patrons and downtown employees. The program will also be designed to discourage residents from parking more than one car per household on street.

- Pricing Policy:
 - First permit free, second permit \$150 per year
 - Limit of two permits per household
 - Guest permits: 5-day limit - \$5.00 per permit
- The rationale for this pricing strategy is as follows: The first permit is free because the City would take the initiative to implement this RPP zone. This is different from the other RPP zones in the City which were requested by the residents. The prices for the second permit would be relatively high compared to what other cities charge (see **Table 2** below), but reflect the desire of the City to discourage household ownership of multiple vehicles in this transit oriented zone.

Table 2 – RPP Programs Implemented in Nearby Cities

City	Annual Fee	Comments
Oakland	\$59.00 to \$160.00	Depends on location Visitor permits one day \$5-10 Visitor permits two-weeks \$25-50
San Francisco	\$111.00	No limit on # of permits
Berkeley	\$55.00	No limit on # of permits
Emeryville	\$20.00	No limit on # of permits
San Leandro	\$20.00 for the first permit \$40.00 for the second permit	Limit of two permits 14-day visitor permits at \$10 each
Union City (BART Station Area North)	\$11.00 for the first vehicle \$3.82 for up to two additional vehicles	guest permit placards \$11.00 for the first guest permit and \$3.82 for the second guest permit
San Jose	\$35.00	No limit on # of permits
Palo Alto	\$50.00	Daily Visitor Permit for \$6.00
Sacramento	Free	Guest Permits are also free

Figure 2 – Proposed Parking Restrictions



Business Parking Permits

Businesses in the study area would be allowed to purchase business parking permits for their employees. These permits would also allow employees to park in any of the Downtown parking lots or structures. The City may limit the number of spaces available for permit parking in each facility. The permits would be inexpensive in order to encourage participation by businesses, but the cost would go up with the number of permits sold to discourage abuse of the system. **Table 3** below shows the current cost of the business or employee permit sold by other nearby cities. The permit prices proposed for Downtown Hayward would be similar to those charged by most of the nearby cities.

- Pricing Policy:
 - 0-5 Permits - \$25 per year per permit
 - 5-10 Permits - \$40 per year per permit
 - 10-20 Permits - \$60 per year per permit
 - Limit of 20 permits per business
 - Currently, out of 71 employers in the downtown, only 11 have more than twenty employees and these employers tend to be the ones that have their own off-street parking.

Table 3 – Employee Permit Pricing in Nearby Cities

City	Annual Fee	Comments
Oakland	\$96.00	
San Francisco	\$110.00	
Berkeley	\$154.00	
Emeryville	\$20.00	
San Leandro	\$45.00 regular - \$75.00 reserved	
Union City (BART Station Area North)	\$40.00	
San Jose	\$35.00	
Palo Alto	\$100.00 to \$466.00	Daily Visitor Permit for \$6.00
Sacramento	Free	For Low Income Employees

- **Private Shuttle Buses/Commuter Parking:** One of the main objectives of the Downtown Parking Management Plan has been to limit the impact of parking overspill from the BART station on valuable City provided Downtown Parking resources. The purpose of these resources is to support and enhance the vitality of the Downtown as a place where employees, visitors/customers and residents can find convenient parking to suit their specific needs. The idea of using this parking as a private shuttle bus access point for the employees of employers located outside of Hayward is contrary to this objective, bring people into the Downtown that will not contribute to its economic vitality. Also, many of these people are likely not to be Hayward residents, which means the City would be providing parking for

employers located outside the City for residents who do not live in Hayward. An alternative approach might be to find a City owned parcel or parking area outside of Downtown, such as at the airport or other facility (assuming that there is surplus space available).

Enforcement

The City currently has only one person (1 FTE), a contract employee, assigned to enforce parking in the Downtown area and all of the City's eight RPP zones and the South Hayward BART Station RPP area. Compared to other cities of a similar size Hayward issues very few parking citations. This is evident in the Downtown study area where abuse of parking time restrictions is common. Better enforcement is critical to maintaining good levels of parking access for visitors, residents and employees.

- **Technology:** Purchasing an enforcement vehicle and equipping it with License Plate Recognition (LPR) equipment would greatly improve the efficiency and effective of the current enforcement efforts. LPR is a good crime deterrent in general. Cost is approximately \$80,000.
- **Staffing:** Adding a second parking enforcement person should be considered when the Downtown RPP and Business Parking Permit programs are put in place. When this occurs, it is assumed that the existing enforcement position, which is now a non-benefited contract position, would be converted to a regular fully-benefited position. Also, there are two new major developments near Downtown, Lincoln Landing and Maple & Main, that will require expansion of the planned RPP or new RPP zones. Another issue is that there is currently no parking enforcement officer coverage in the Downtown on Saturdays.
- **Finances:** Currently, the City spends an estimated \$297,000 per year on parking administration, park citation processing and enforcement (see **Table 4**). This includes the \$100,000 amount for the contract parking enforcement person. Annual revenue is estimated at about \$247,000 for a net loss of \$50,000 (FY 2016-17). In FY 2018-19 adding the LPR technology would result in an estimated positive annual net revenue of \$81,000. There would be capital expense to purchase the equipment (\$40,000) and a vehicle (\$40,000). The City would also have the expense of implementing the Downtown RPP Program (\$25,000) and the Wayfinding Signage Program (\$15,000) for a total capital expense of \$120,000. Adding a second enforcement person is proposed in FY 2019-20 which would increase the net revenue to \$141,000 per year. There would be a capital expense of \$80,000 for a second LPR equipped vehicle. The table shows both the historic revenues/costs of the parking program and a five-year projection based on the purchase of the LPR vehicle and equipment in FY 2018-19, and the addition of a second enforcement person in FY 2019-20. Over the five-year period from FY 2017-18 to FY 2021-22 total net revenues would be an estimated \$645,000 and there would be capital expenses of \$200,000 (Downtown RPP signage, and two LPR equipped vehicles). After capital expenses the net revenue would be \$445,000.

Table 4 – Five-Year Parking Program Budget

	Fiscal Year							
	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
Revenues	Actual	Actual	Actual	Estimated				
RPP Permits	\$ 1,813	\$ 18,548	\$ 10,180	\$ 15,270	\$ 16,770	\$ 18,270	\$ 19,770	\$ 21,270
Employee Permits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
South Hayward BART Station ¹	\$ 20,000	\$ 20,500	\$ 21,013	\$ 21,538	\$ 22,076	\$ 22,628	\$ 23,194	\$ 23,774
Citations (gross revenue) ²	\$ 193,284	\$ 215,168	\$ 215,672	\$ 219,501	\$ 415,978	\$ 690,465	\$ 792,769	\$ 898,109
RPP Permits (##)	24	247	136	204	224	244	264	284
Citations Issued	2,529	3,213	3,534	3,949	7,178	11,684	13,370	15,105
Paid Citations (##)	1,983	2,398	2,637	2,948	5,357	8,721	9,979	11,274
Spaces Enforced	2,591	2,591	2,591	2,821	2,871	2,921	2,971	3,021
Citations Issued Per Space	0.98	1.24	1.36	1.40	2.50	4.00	4.50	5.00
Total Revenue	\$ 215,096	\$ 254,215	\$ 246,864	\$ 256,308	\$ 454,825	\$ 731,364	\$ 835,732	\$ 943,153
Expenditures								
Postions	1.7	1.7	1.7	1.7	1.7	2.7	2.7	2.7
Salary (2.5% annual increase) ³	\$ 160,730	\$ 164,851	\$ 168,972	\$ 173,196	\$ 177,526	\$ 202,203	\$ 207,258	\$ 212,440
Benefits and Overhead ⁴	\$ 55,115	\$ 56,529	\$ 57,942	\$ 59,390	\$ 60,875	\$ 163,785	\$ 167,879	\$ 172,076
Subtotal S&B	\$ 215,845	\$ 221,380	\$ 226,914	\$ 232,587	\$ 238,402	\$ 365,988	\$ 375,138	\$ 384,516
Citation Processing/Collections								
Services - DataTicket	\$ 19,976	\$ 25,379	\$ 27,917	\$ 31,200	\$ 56,702	\$ 92,304	\$ 105,619	\$ 119,330
County Fee (\$12.50 Per Ticket Paid)	\$ 24,785	\$ 29,972	\$ 32,969	\$ 36,846	\$ 66,963	\$ 109,007	\$ 124,732	\$ 140,923
DMV Fee for collections (\$1.25)	\$ 2,478	\$ 2,997	\$ 3,297	\$ 3,685	\$ 6,696	\$ 10,901	\$ 12,473	\$ 14,092
Collection Fees (30%)	\$ 14,543	\$ 11,529	\$ 5,827	\$ (515)	\$ 4,632	\$ 11,883	\$ 14,477	\$ 17,150
Subtotal CP/C	\$ 61,782	\$ 69,876	\$ 70,009	\$ 71,217	\$ 134,994	\$ 224,094	\$ 257,302	\$ 291,495
Total Expenditures	\$ 277,627	\$ 291,256	\$ 296,923	\$ 303,803	\$ 373,396	\$ 590,082	\$ 632,440	\$ 676,011
Net Revenue	\$ (62,531)	\$ (37,041)	\$ (50,059)	\$ (47,495)	\$ 81,429	\$ 141,281	\$ 203,293	\$ 267,141
Capital Equipment ⁵								
Enforcement Vehicles	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ 40,000	\$ -	\$ -
LPR Equipment	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ 40,000	\$ -	\$ -
Signage for Downtown LPR	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ -
Wayfinding Signage Program	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ -	\$ -	\$ -
Subtotal Capital Equipment	\$ -	\$ -	\$ -	\$ -	\$ 120,000	\$ 80,000	\$ -	\$ -
Net Revenue Including Capital Expense	\$ (62,531)	\$ (37,041)	\$ (50,059)	\$ (47,495)	\$ (38,571)	\$ 61,281	\$ 203,293	\$ 267,141

Notes:

1 Revenue from the SHBSAA goes back into stations improvements, there is some citation revenue that the city receives but it is included under citation revenue.

2 Includes only Over Time Limit citations in the Downtown Area and the RPP plus another 50% added for other types of citations in these areas (12% of total citation revenue).

3 Includes a contract parking enforcement staff person at an annual cost of \$100,000.

4 Benefits are approximately 46% of salaries (excluding the contract employee's fee), the additional 35% for overhead covers cost of facilities, equipment maintenance and other personnel related costs.

5 The capital budget assumes purchase of an enforcement vehicle (\$40,000) equipped with license plate recognition equipment (\$40,000); \$25,000 in start-up costs for the Downtown RPP zone and \$15,000 for wayfinding.

- Organization:** The City currently receives revenue from parking citations, RPP permit sales, and income from the South Hayward BART Station JPA parking. The Maintenance Services Department is responsible for the enforcement of these programs. A third party private vendor is used to process the parking citations and collect the citation revenue. The RPP program is administered by the Public Works Engineering and Transportation Department and the South Hayward BART Station JPA is administered by the City Manager's Office. The Finance Department and the Police Department also have certain areas of responsibility. As shown in **Table 5** below, many cities have decided to consolidate all parking activities including enforcement into one department. This has proven to be a very effective approach

as parking enforcement is often a low-priority for the police department. This should be a goal for the City of Hayward as the need for parking services grows.

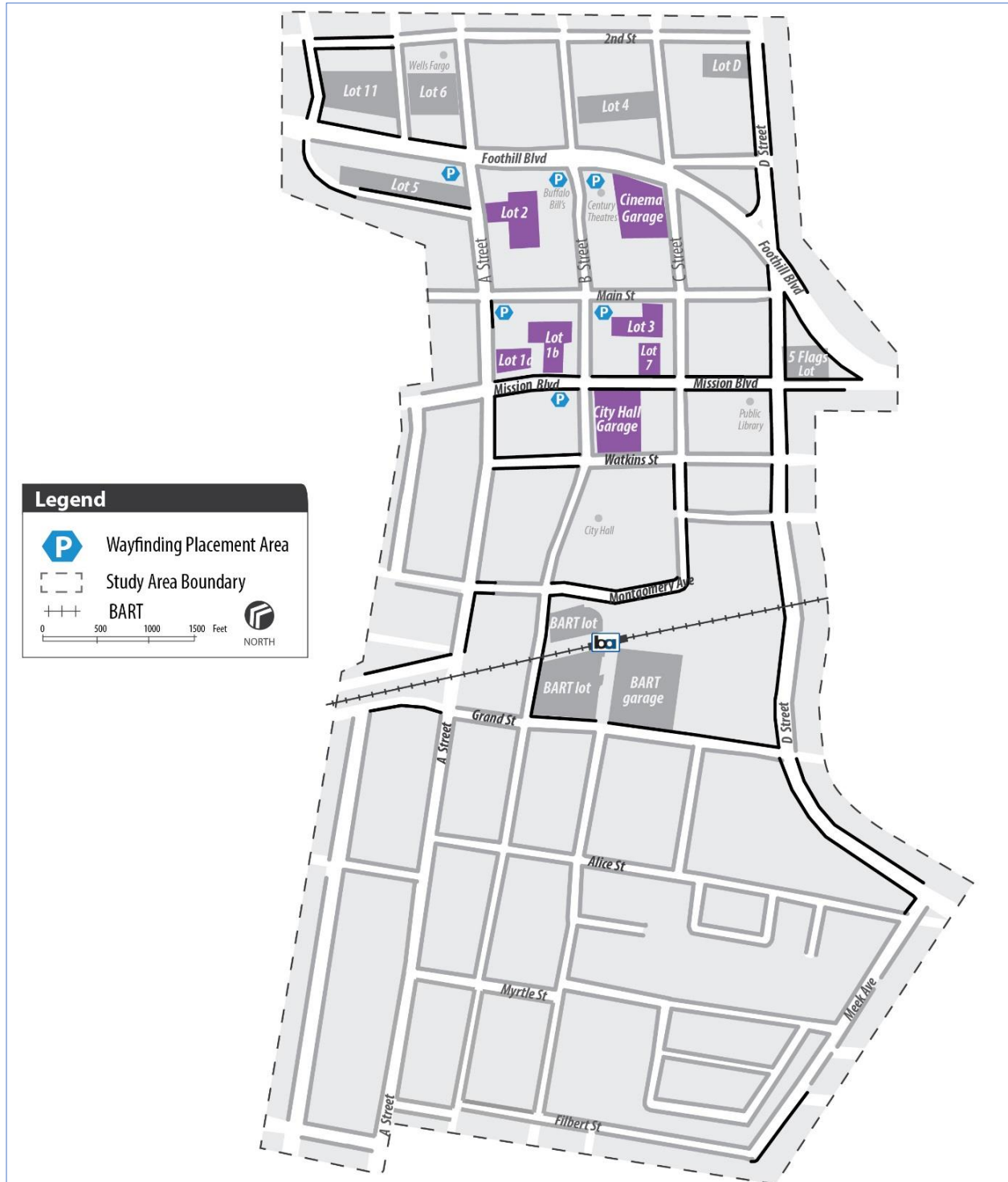
Table 5 – Location of Parking Enforcement Services within City Government Structure

City	Responsible City Department/Division	Comments
Oakland	Dept. of Public Works/Transportation Services	Recently consolidated enforcement into new transportation services group
San Francisco	San Francisco Municipal Transportation Agency	Parking Enforcement is under Sustainable Streets group
Berkeley	Transportation Division	All parking related activities are in this division
Emeryville	Police Department	
San Leandro	Police Department	
Union City	Police Department	
San Jose	Transportation Division	All parking related activities are in this division
Palo Alto	Police Department	Uses outside contractor for enforcing RPP zones
Sacramento	Parking Services Division	Part of Public Works

Wayfinding

Better directional signage and signs identifying the parking lots and structures would help to improve the use of the off-street parking. This program could be implemented as part of the new signage which will be needed when the Downtown parking restrictions and the RPP and Business Parking Permit programs are put in place. **Figure 3** below shows proposed locations for wayfinding signs. The program initially would involve a small number of static signs at an estimated cost of \$15,000.

Figure 3 – Proposed Wayfinding Sign Locations





CITY OF HAYWARD

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

File #: RPT 18-028

DATE: January 24, 2018

TO: Council Infrastructure Committee

FROM: Assistant City Manager

SUBJECT

East Bay Greenway Update (Oral Report)

RECOMMENDATION

That the Committee receives the oral report on the project from staff.

ATTACHMENTS

None



CITY OF HAYWARD

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

File #: RPT 18-023

DATE: January 24, 2018

TO: Council Infrastructure Committee

FROM: Assistant City Manager

SUBJECT

Revised Proposed 2018 Agenda Planning Calendar

RECOMMENDATION

That the Council Infrastructure Committee reviews and comments on this report.

ATTACHMENTS

Attachment I Staff Report



DATE: January 24, 2018

TO: Council Infrastructure Committee

FROM: Assistant City Manager

SUBJECT Proposed 2018 Agenda Planning Calendar

RECOMMENDATION

That the Council Infrastructure Committee reviews and comments on this report.

DISCUSSION

For the Council Infrastructure Committee's (CIC) consideration, staff has revised the proposed 2018 Agenda Planning Calendar with the agenda topics and dates listed below. The agenda topics were compiled based on comments at previous CIC meetings to facilitate Committee discussion and scheduling of agenda items.

APRIL 25, 2018
1. Draft Meeting Minutes from January 24, 2017
2. CIP Update – Utilities Projects
3. Review of General Fund Section of the Adopted 2018 Capital Improvement Program
4. CIP FY 2019 – FY 2028 Overview
5. Update – Status on BART Expansion
JULY 25, 2018
1. Draft Meeting Minutes from January 24, 2017
2. Intersection Improvement Study Update
3. Update on Measure BB funded projects
UNSCHEDULED AND/OR FUTURE TOPICS
1. Review Ten-Year Plan for Transportation, Water, and Sewer (next 2-3 years)

NEXT STEPS

Upon consideration and approval from the Committee, staff will schedule items accordingly for future CIC meetings.

Prepared by: Alex Ameri, Interim Director of Public Works

Recommended by: Maria A. Hurtado, Assistant City Manager

Approved by:

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

Kelly McAadoo, City Manager