



SPECIAL COUNCIL INFRASTRUCTURE COMMITTEE MEETING

Remote Participation - Digital Zoom Meeting

October 27, 2021

5:30 p.m.

MEETING MINUTES

CALL TO ORDER: Meeting called to order at 5:30 PM by Chair Elisa Márquez

ROLL CALL:

Members Present:

- Elisa Márquez, Chair
- Angela Andrews, City Council Member
- Mark Salinas, City Council Member

Staff Present:

- Alex Ameri, Director of Public Works
- Yama Farouqi, Associate Civil Engineer
- Kathy Garcia, Deputy Director of Public Works
- Jennifer Ott, Assistant City Manager
- Michael Wolny, Senior Secretary (Meeting Recorder)

PUBLIC COMMENTS:

There were no public comments.

1. APPROVAL OF MINUTES OF THE COUNCIL INFRASTRUCTURE COMMITTEE (CIC) MEETING HELD ON JULY 28, 2021

The item was moved by Council Member Salinas, seconded by Council Member Andrews, and approved unanimously.

2. REVIEW OF THE FY22 PAVEMENT IMPROVEMENT PROJECT

Director Alex Ameri introduced Associate Civil Engineer, Yama Farouqi, who provided the report and presentation.

Public Comments

There were no public comments.

Committee Questions / Discussion

Council Member Salinas asked if Mallard Court was on the pavement improvement list and Associate Civil Engineer Farouqi confirmed the street is on the list for fiscal year 2022.

Council Member Andrews asked if new development activity is considered for the list of street improvements and Director Ameri confirmed that the City does consider new developments and added that the City does not try to do street improvement in the area since it is the obligation of the developer. Council Member Andrews also asked if staff coordinates with other departments and outside agencies for scheduled pavement projects. Associate Civil Engineer Farouqi confirmed staff reaches out to internal departments (utilities, water, sewer, etc.) and outside agencies (such as PG&E, AT&T, East Bay Municipal District and fiber optic companies) to make sure planned street improvements do not interfere with any internal or external construction plans. Staff can also delay pavement improvement plans for a particular street, if necessary, to ensure all internal or external construction projects are completed first. Council Member Andrews also asked how residents are notified of pavement construction and Associate Civil Engineer Farouqi confirmed flyers are sent to residents and business owners in the area and the contractor will leave notice letters and “No Parking Signs” 72-hours before construction.

Chair Márquez asked staff what the expectation is of a developer for a project on highly utilized roads and their responsibility to maintain it. Director Ameri clarified that the developer is responsible for frontage improvements based on their impact on the street. For larger developments, an investigation is done to assess the condition of the street and if a contribution from the developer is needed for necessary street improvements. Director Ameri added that a Traffic Impact Fee is currently being worked on and when in place, there will be less subjective criteria and established fees that will be paid.

Chair Márquez asked what the current turnaround time is for a pothole repair request submitted through Access Hayward. Director Ameri shared that depending on the Maintenance Service’s staff assessment, it can be repaired right of way if the pothole is deemed an emergency or repaired in a couple of days depending on the current queue of pothole requests and maintenance staff work assignments.

The item was moved by Council Member Salinas and seconded by Council Member Andrews to move forward with staff’s recommendation of the FY22 Pavement Improvement Project.

AYES: COUNCIL MEMBERS Andrews, Márquez, Salinas
NOES: None

3. REVIEW AND COMMENT ON THE PROPOSED 2022 AGENDA PLANNING CALENDAR

Chair Márquez asked staff to clarify if Campus Drive and Hayward Blvd was on the planning calendar and if it could be added as an unscheduled item at this time. Director Ameri confirmed that it would be added to the calendar and explained that the City recommends hiring an independent transportation firm to review the existing situation, involve the neighborhood for feedback and make recommendations for a solution. Director Ameri also added that a second recruitment is underway for the vacant

Transportation Manager position, and once filled, Campus Drive will be a priority project to pursue.

Council Member Salinas voiced frustration from the Campus Drive neighborhood and asked staff for ideas of what can be done and if the neighborhood is aware of the consultant. Director Ameri said a report can be created for things that have been done in the past to alleviate issues in the area and added that the independent transportation firm was a request from the neighborhood and residents will be involved in the process.

Council Member Andrews asked how often staff has met with the neighborhood and Director Ameri provided background that City Manager Kelly McAdoo, and the former Transportation Manager met with the Campus Drive neighborhood representative and the idea of hiring an independent transportation consultant was discussed.

Chair Márquez asked the committee to keep their schedule open for December 2021 since a Special Committee Meeting is needed before the end of the year.

Chair Márquez also asked staff to be mindful of the agenda items for the January 2022 CIC meeting so that the session could focus on the Bike and Pedestrian Plan.

4. COMMITTEE MEMBER/STAFF ANNOUNCEMENTS AND REFERRALS

The committee asked staff to add Campus Drive as a future agenda item and if there are any updates for the project, a memo can be sent as a follow-up.

ADJOURNMENT

Chair Márquez adjourned the meeting at 5:59 p.m.

Attendance	MEETINGS			
	Present 10/27/21 Meeting	Present to Date This Fiscal Year	Excused to Date This Fiscal Year	Absent to Date This Fiscal Year
Elisa Márquez	✓	7	0	0
Angela Andrews	✓	5	0	0
Mark Salinas	✓	7	0	0