



**Downtown Hayward Improvement Association
Board of Directors Meeting
Thursday, May 27th, 2021 – 2:00 p.m.
Zoom Video Meeting –**

<https://us02web.zoom.us/j/81623343835?pwd=MThlU0dpNUwrdEFhWGdPdzZMZXBsdz09>

or call: 1 669 900 9128. Meeting ID: 816 2334 3835 Password: 344221

AGENDA

1. **Call to Order & Introductions: Jeff Jurow, President**
2. **Approval of Minutes from March 24th, 2021 Meeting** pg. 2-5 *Action Item*
3. **Community/Public Comment/City Announcements**
 - a. Heritage Park Proposal & Opening: Status
 - b. Navigation Center & Downtown Homeless Outreach: Status **pg. 6-7**
 - c. Extension of Outdoor Dining in Downtown
 - d. Main Street Complete Streets Project: Update **pg. 8-10**
4. **Committee Reports:**
 - (Executive Committee) – Jeff Jurow**
 - a. FY 20-21 YTD Budget Report: Review **pg. 11-12**
 - b. Annual report status
 - (DISI Committee) – Sara Buizer**
 - a. DHIA Social Media: Update **pg. 13-15**
 - b. Main Street Outdoor Dining Parklets: Update **pg. 16-25**
 - c. B Street Decorative Banners: Update
 - d. Possibility of Downtown Events in Q3 & Q4
 - (SOBO Committee) – Jeff Jurow**
 - a. NexStreet Audit of DHIA Operations: Update **pg. 26**
 - b. DHIA Pilot Camera Program: Update **pg. 27-30**
 - c. Status of Barbary Coast Security Contract **pg. 31-37** *Action Item*
 - (Land Use Committee) – Bill Matheson**
 - a. Need to Review Slated Development Projects In-District

DOWNTOWN HAYWARD IMPROVEMENT ASSOCIATION

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5. Other

6. Next Board of Directors Meeting: _____

BROWN ACT: Government Code 54950 (The Brown Act) requires that a brief description of each item to be transacted or discussed be posted at least 72 hours prior to a regular meeting. The Corporation posts all Board and Committee agendas at 22654 Main Street, Hayward, CA 94541. This meeting is noticed and conducted pursuant to § 54953(b) as amended by Executive Order N-25-20. Action may not be taken on items not identified as such and posted on the agenda. For more information, please call Monica Montes at 888 356-2726



Downtown Hayward Improvement Association
Board of Directors Meeting
Wednesday, March 24th, 2021, 10:00 a.m.
Zoom Video Board meeting

Present: Dinesh Shah, Sara Buizer, Resti Zaballos, Thomas Leung, Jeff Jurow, Kim Huggett, Bill Matheson, Catherine Ralston, Ben Schweng, Michael Helenius, Nicole Franklin

Absent: Alfredo Rodriguez,

Staff: Marco Li Mandri, Dominic Li Mandri/New City America

MINUTES:

<i>Item</i>	<i>Discussion</i>	<i>Action Taken?</i>
1. Introductions	Introductions of all present were made. Resti Zaballos, Vice President, called the zoom Board together at 10:10	No action taken
2. Approval of the January 13th, 2021 Board of Directors meeting minutes	The minutes of the January 13 th , 2021 Board of Directors meeting were reviewed.	Kim moved and Catherine seconded approval of the January 13th, 2021 Board of Directors minutes. The minutes were approved unanimously
3. Community/Public Comment/City Announcement	(Local Incidents) Board Member Kim Huggett provided an update on local happenings in the downtown area since last the Board meeting. (Heritage Park Opening) No update has been provided as to the opening date of the park. DHIA staff will be touring the park prior to open to formulate a maintenance proposal for City staff to review. (Navigation Center) As part of its efforts to provide more immediate housing to Hayward's unsheltered population, the City has purchased the Vagabond hotel for	No action taken

DOWNTOWN HAYWARD IMPROVEMENT ASSOCIATION

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	<p>conversion into units for housing homeless individuals. (Banner fine) The property owner at 1060 B Street received a fine for a banner placed on the street side of their property. The fine was resolved after local actors stepped in to alleviate the concern. (BART Grant) Nicole thanked Dominic and Jeff for their help on the FTA Grant that will help develop a business attraction strategy for BART's outreach efforts for new businesses surrounding the Hayward BART station. Discussion followed on all issues.</p>	
4. Committee Reports		
<p><u>Executive Committee:</u> Jeff Jurow</p> <p>a. FY20-21 YTD Budget Report</p>	<p>a. The 2021 YTD budget was reviewed. Most if not all expenses are under budget. Discussion followed. The YTD report was approved by consensus.</p>	<p>a. The YTD budget report was approved by consensus.</p>
<p><u>District Identity:</u> Sara Buizer</p> <p>a. Chamber/Social Media Update</p> <p>b. Main Street Outdoor Dining Platforms: Architect Commissioned</p>	<p>a. The Committee has hired a consultant who works with the Chamber and lives Downtown to coordinate Social Media for the DHIA. It is costing the Association \$925 per month, which is within the Committee budget line item approved by the Board. Sara and Dominic stated they were very pleased with her postings. Discussion followed.</p> <p>b. At the February DISI Committee meeting, Committee action authorized staff to hire an architect to create drawings for standardized outdoor dining platforms in the parking spaces on Main Street. The cost to create those plans was \$7,500. Once approved by City staff, the plans will be available for any tenant or property owner in the district who seeks to have semi-permanent outdoor dining in the adjacent parking spaces. DHIA staff will work with City staff to determine placement longevity and duration. Discussion followed.</p>	<p>a. No action taken</p> <p>b. No action taken</p>
<p><u>SOBO Committee:</u> Jeff Jurow</p> <p>a. DHIA Pilot Camera Program</p>	<p>a. A proposal from COVALT Communications to install the DHIA-owned camera equipment on private properties around the district was presented by Dominic as the latest update in the Camera pilot program. Of the original 5 locations</p>	<p>a. Jeff moved and Kim seconded the locations and costs related to the implementation of</p>

<p>b. NexStreet In-field Supervision Proposal</p> <p>c. Landscape Contract for Downtown</p> <p>d. Navigation Center & Downtown Outreach</p> <p>e. Barbary Coast Security Contract</p>	<p>scouted, 3 locations have confirmed their participation and intend to sign the finalized MOU. 2 locations are still TBD. Dominic will update members on the system rollout at the next Committee meeting.</p> <p>b. Dominic gave an update on the proposal for in-field supervision of the DHIA maintenance operation by NexStreet, a consulting firm with experience managing community benefit district maintenance operations in San Francisco. The proposal, included in the Board packet at \$ 2,000 per month, covers the day-to-day supervision of the DHIA's maintenance operation and includes in-field direction of new maintenance projects and initiatives, a function needed to roll out more sophisticated programs downtown.</p> <p>c. The SOBO Committee opted to pass on a Landscaping RFQ issued by the City as it was deemed not cost-effective to the current DHIA operation.</p> <p>d. Tabled</p> <p>e. In February 2021, Jeff had approached the firm Barbary Coast Security about contracted security patrol services for the downtown district. Barbary Coast Security is a licensed California PPO vendor that employs all former SFPD officers, and submitted the proposal found in the agenda packet. Board members reviewed the proposal and included the following key points attached to their motion to approve:</p> <ol style="list-style-type: none"> 1. Not to exceed \$18,000 per month. 2. Has adequate insurance covering DHIA and City. 3. Initial term would be 7 months; (\$126,000) 4. Interact daily with PHD 5. Report to Dominic and Jeff regularly on hot spots and issues. 6. Work with DHIA attorneys on facilitate Civil Stay Away orders if any transient in Downtown threatens business owners, employees or property owners in Downtown 7. Help monitor cameras for documentation of criminal activity in Downtown 8. Attend all SOBO meetings 9. Include escape 30 day clause 10. Regular presentations should be made to the City Council 	<p>the agreement with COVALT Communications. The motion was approved unanimously.</p> <p>b. Sara moved and Ben seconded approving the NexStreets proposal for \$2,000 per month. The motion was approved nearly unanimously, with only Bill abstaining. Motion approved.</p> <p>c. Kim moved and Jeff seconded approval of the Barbary Coast Security proposal, w/ the stipulate key points. The motion carried with 10 yea votes, 1 nay vote (Bill), and no abstentions. Motioned approved.</p>
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	<p>A thorough, lengthy discussion followed based upon the points listed above.</p> <p>Bill brought up a number of issues on the proposal and requested references. Dominic and Marco reported that those references were submitted in the proposal; however, they were not with other District Management Corporations but rather references from individual clients or private companies. Bill also inquired on how long Barbary Coast Security had been in business. Marco reported that their professional history and individual resumes were included in the submitted proposal included in the agenda packet.</p> <p>Dinesh asked why the HPD was not working closer with the DHIA. Jeff responded that HPD is down a number of officers and that the department is spread extremely thin throughout the city. Dinesh also requested that the reps from Barbary Coast Security report to the City Council on a regular basis.</p> <p>A thorough discussion followed.</p>	
Land Use; Bill Matheson	<p>A number of items were brought up for potential discussion at the next meeting. Those items include:</p> <ul style="list-style-type: none"> -The empty lot at Main & B has been listed for sale at \$1.6 million. -Main & Maple will be brought to the Committee for review later this Spring. -Eden Area Housing (EAH) is developing a parcel at 2nd and C Street and has a new plan coming forward. - The 1st phase of Lincoln Landing is coming online in Q4 2021. -The old City Hall RFP has not gone out yet. -2 different record stores are opening in Downtown, across the street from one another. -The approved dispensary at the old Crab Shak will need to be torn down and rebuilt before the permitted operation can be open. -Wireless internet options need to be pursued in Downtown. <p>Discussion followed.</p>	a. No action taken
Next Board Meeting	The next meeting of the Board of Directors will be held as a zoom meeting on May 27 th , at 2:00 p.m.	

Minutes taken by Marco Li Mandri, Administrator

Hayward Navigation Center

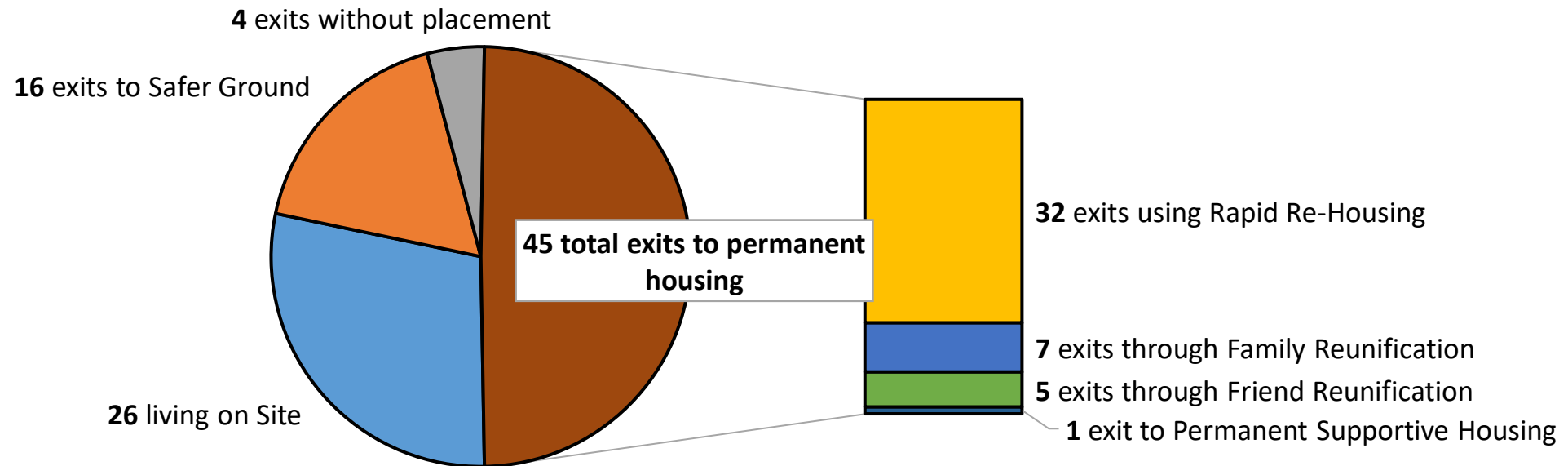
HNC Overview

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- HNC opened November 18, 2019
- Operated by Bay Area Community Services
- Pre-pandemic:
 - 45 bed capacity (November – February)
- Pandemic:
 - 25 bed capacity (March-September)
 - 32 bed capacity (October-)
 - 45 bed capacity (January/February onward)
 - Looking to pilot HNC Annex pilot out of hotel

Housing Navigation Center

Year 1: HNC Program Exits by Type (n=91)*



Excluding exits to Safer Ground, **92% success rate of exits to permanent housing**

*November 2019 – November 2020



Delivery trucks for restaurants and bars, UPS, Fed Ex, AC Transit, and Waste Management will all have to negotiate the lane reduction proposed for Main Street, not to mention issues that emergency vehicles will face when northbound from Fire Station No. 1 and the North Command police offices at C and Main Streets.

A Hayward City Council committee Wednesday supported a proposal to reduce the number of lanes on Main Street from four to two despite opposition from numerous downtown businesses.



The council's three-member infrastructure committee discounted arguments from downtown businesses, expressed in person and in many e-mails to them, that bike lanes were unnecessary, the plan did not take delivery trucks into account, and that it removes a lane for police and fire department emergency response.

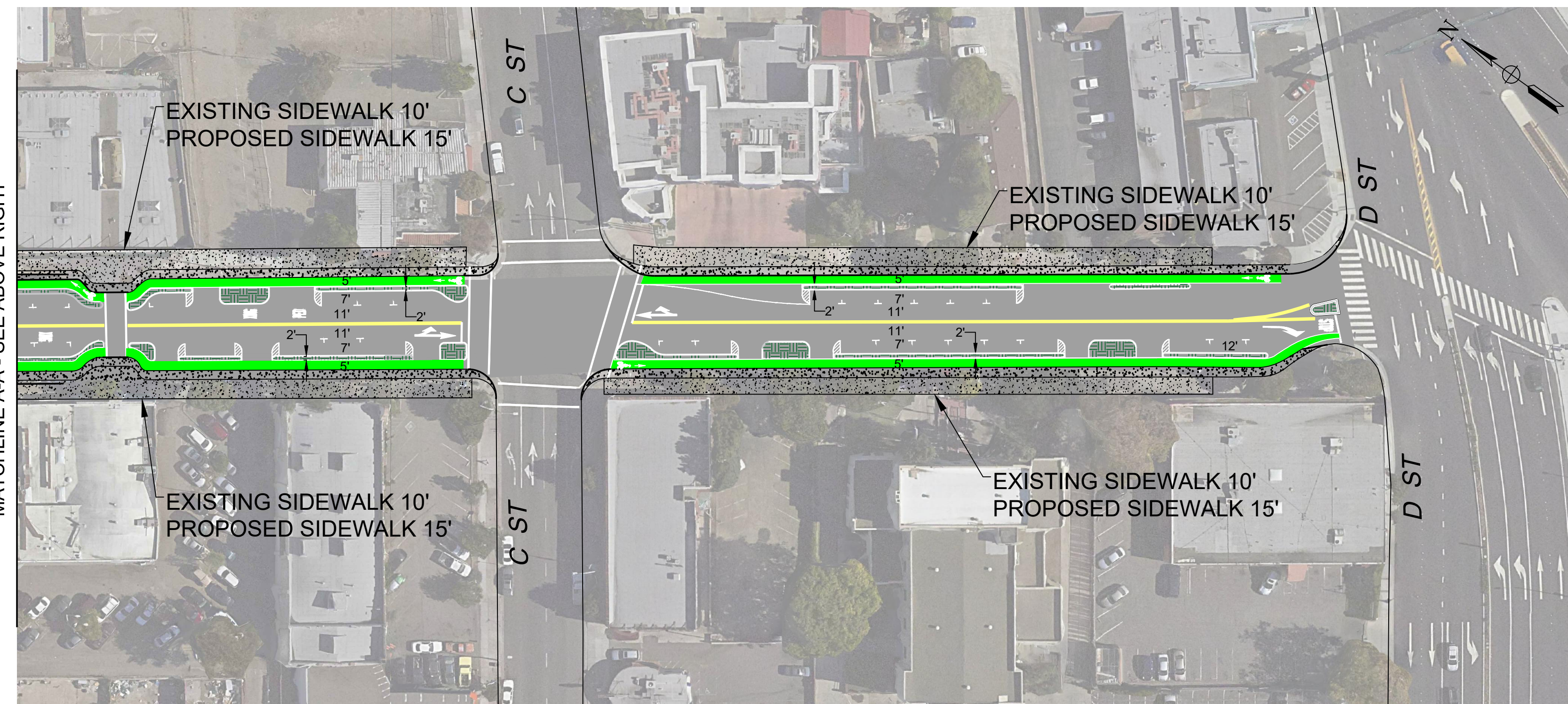
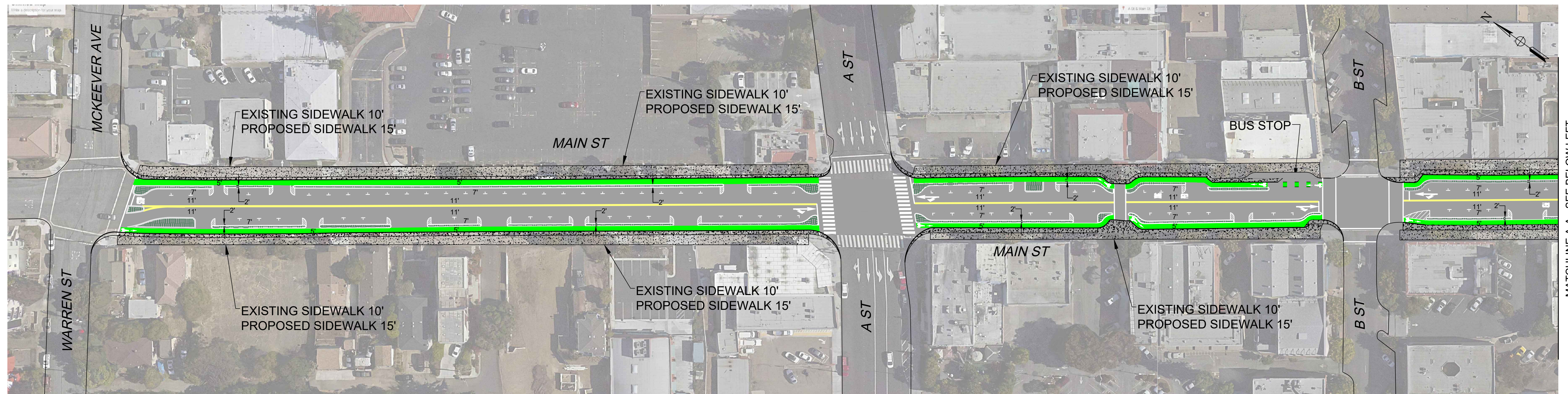
A report from the city's public works department contended either of two alternative plans will make Main Street safer under a "complete streets" concept that would have bike lanes on each side of the street, then parking spaces, then one lane for traffic in each direction.

"Based on the opposition of virtually every Main Street business owner, I request that you not proceed with either of these alternatives," said Kim Huggett, president and CEO of the Hayward Chamber of Commerce, which has an office on Main Street. He said that his poll of 16 business owners and a half-dozen delivery drivers yielded unanimous opposition of the proposal as anti-business and even dangerous.

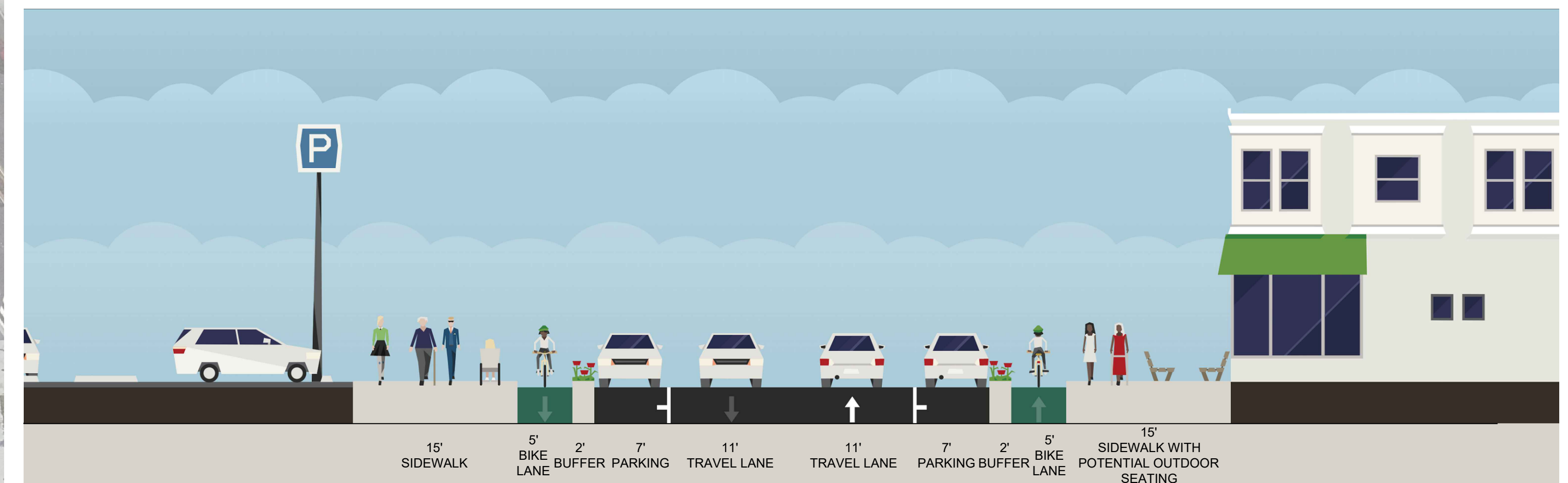


Ultimately, council members Angela Andrews, Elisa Marquez and Mark Salinas endorsed the recommendation of city staff for the \$2.7 million project, \$550,000 to come from the city budget, \$1.7 million from a Metropolitan Transportation Commission grant and \$1 million from the city's Safe Routes for Seniors Project. Work could start in 2022.

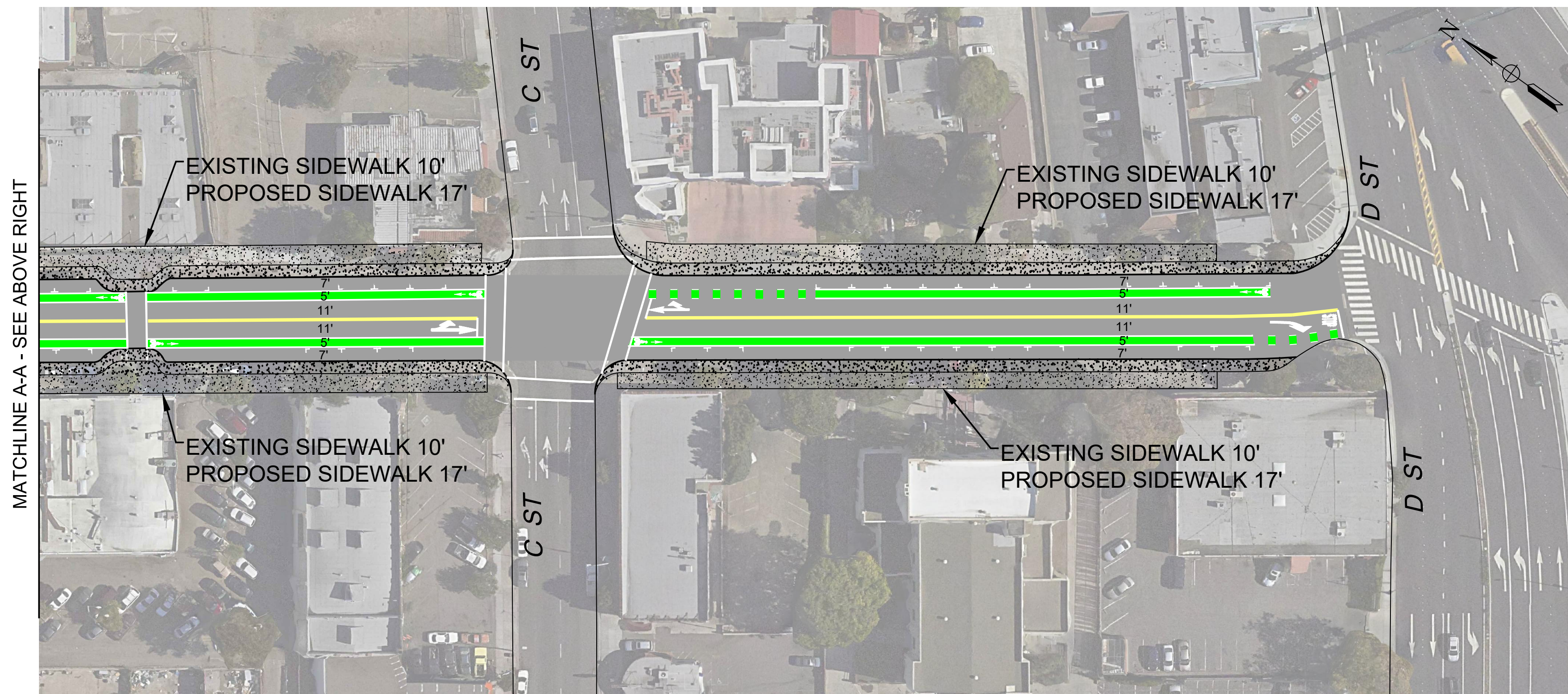
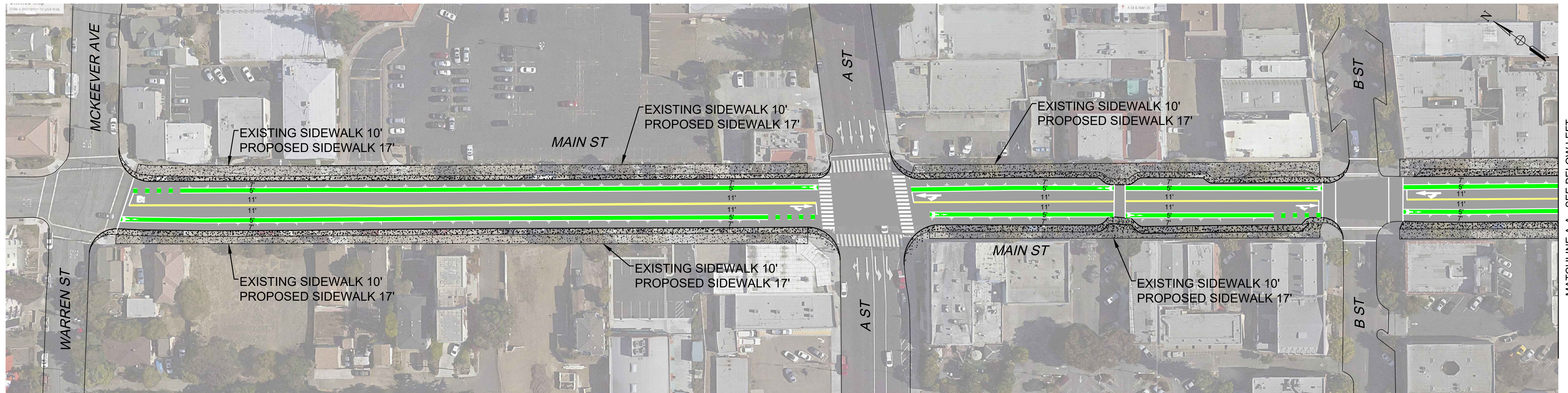
Main Street Complete Street Redesign v1



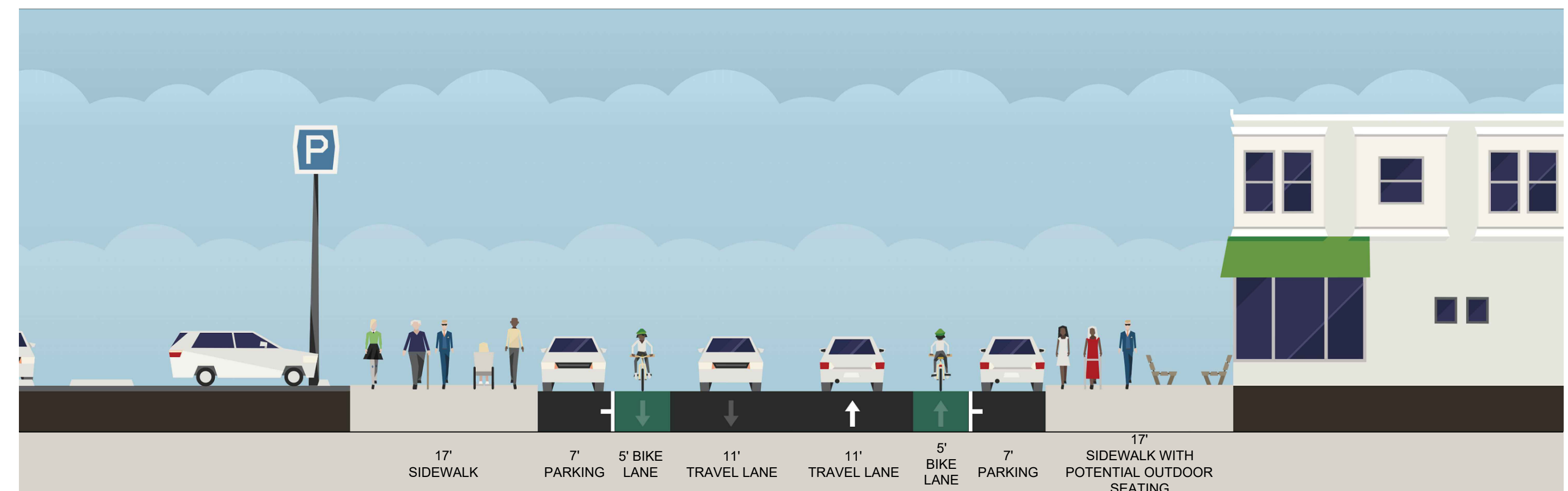
PROPOSED CROSS SECTION



Main Street Complete Street Redesign v2



PROPOSED CROSS SECTION



NOTE: CROSS SECTION IS BETWEEN A STREET AND B STREET.

Downtown Hayward Improvement Association
Profit & Loss Budget Performance
April 2021

	<u>Apr 21</u>	<u>Budget</u>	<u>Jan - Apr 21</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Income					
Assessment Income					
Delinquency	0.00	0.00	0.00	-40,000.00	-40,000.00
Carry Forward	0.00	0.00	0.00	363,142.54	363,142.54
Assessment Income - Other	0.00	49,637.00	373,005.49	198,548.00	595,644.00
Total Assessment Income	<u>0.00</u>	<u>49,637.00</u>	<u>373,005.49</u>	<u>521,690.54</u>	<u>918,786.54</u>
Total Income	0.00	49,637.00	373,005.49	521,690.54	918,786.54
Expense					
Administration					
Accounting Fees	0.00	333.00	1,450.00	1,336.00	4,000.00
Bank Charges	8.00	4.00	8.00	18.00	50.00
Insurance - Liability, D and O	3,943.00	666.00	3,943.00	2,672.00	8,000.00
Legal Fees	0.00	83.00	120.00	336.00	1,000.00
Office Supplies	0.00	166.00	799.46	672.00	2,000.00
Postage, Mailing Service	0.00	125.00	87.96	500.00	1,500.00
Printing and Copying	0.00	166.00	0.00	672.00	2,000.00
Rent	1,200.00	1,250.00	4,800.00	5,000.00	15,000.00
Staff Consulting (New City)	6,500.00	6,500.00	26,000.00	26,000.00	78,000.00
Telephone, Telecommunications	725.00	166.00	1,876.32	672.00	2,000.00
Utilities	375.07	250.00	810.97	1,000.00	3,000.00
Admin Contingency	0.00	166.00	659.00	672.00	2,000.00
Total Administration	<u>12,751.07</u>	<u>9,875.00</u>	<u>40,554.71</u>	<u>39,550.00</u>	<u>118,550.00</u>
DISI					
Advertising	53.41	166.00	503.00	672.00	2,000.00
Annual Report	0.00	250.00	0.00	1,000.00	3,000.00
Branding & Signage	0.00	333.00	0.00	1,336.00	4,000.00
DISI Unallocated	0.00	833.00	0.00	3,336.00	10,000.00
Outdoor Dining	0.00	1,333.00	0.00	5,336.00	16,000.00
PR / Social Media	925.00	1,000.00	6,925.00	4,000.00	12,000.00
Seasonal Displays	0.00	500.00	4,570.00	2,000.00	6,000.00
Special Events	0.00	0.00	3,500.00	0.00	0.00
Staff Consulting (New City)	1,500.00	1,500.00	6,000.00	6,000.00	18,000.00
Website	0.00	166.00	0.00	672.00	2,000.00
Total DISI	<u>2,478.41</u>	<u>6,081.00</u>	<u>21,498.00</u>	<u>24,352.00</u>	<u>73,000.00</u>
SOBO					
Capital Improvements	0.00		6,820.00		
Fixed Assets - Major Purchase	0.00	1,000.00	0.00	4,000.00	12,000.00
Maintenance and Supplies	292.77	1,250.00	3,494.52	5,000.00	15,000.00
Nursery Supplies & Equipment	0.00	1,666.00	0.00	6,672.00	20,000.00
Payroll Expenses					
Deductions	0.00		-300.00		
Health Insurance	1,553.01	2,100.00	3,367.98	8,400.00	25,200.00
Payroll Service	272.02	320.00	1,037.28	1,280.00	3,800.00
Payroll Tax Expense	6,713.50	4,666.00	27,165.61	18,672.00	56,000.00
Payroll Workers Comp Ins	0.00	2,100.00	-2,827.00	8,400.00	25,200.00

Downtown Hayward Improvement Association
Profit & Loss Budget Performance
April 2021

	<u>Apr 21</u>	<u>Budget</u>	<u>Jan - Apr 21</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Payroll Expenses - Other	13,240.16	14,150.00	50,786.00	56,600.00	169,800.00
Total Payroll Expenses	21,778.69	23,336.00	79,229.87	93,352.00	280,000.00
Cameras	3,304.00	8,333.00	3,304.00	33,336.00	100,000.00
Professional Services	0.00	18,333.00	0.00	73,336.00	220,000.00
Supplies for SOBO	642.00	416.00	2,514.75	1,672.00	5,000.00
Vehicle Related					
Pressure Washing	0.00	500.00	618.85	2,000.00	6,000.00
Gas	411.90	416.00	1,136.70	1,672.00	5,000.00
Vehicle Repair & Maintenance	391.00	333.00	414.00	1,336.00	4,000.00
Vehicle Related - Other	0.00		465.37		
Total Vehicle Related	802.90	1,249.00	2,634.92	5,008.00	15,000.00
Total SOBO	26,820.36	55,583.00	97,998.06	222,376.00	667,000.00
Contingency / Reserve	0.00	5,019.00	12.60	20,084.54	60,236.54
Total Expense	42,049.84	76,558.00	160,063.37	306,362.54	918,786.54
	<u>-42,049.84</u>	<u>-26,921.00</u>	<u>212,942.12</u>	<u>215,328.00</u>	<u>0.00</u>

Downtown Hayward Improvement Association

Social Media Report 03/21

Caroline S. Sandoval, Social Media Manager

Summary

Because March was Women's History Month, Women-Owned Businesses were the focus of social media posts. I featured six women-owned businesses, Five "Business Feature" posts with photos of owners, and one "Snapshot Sunday" post. In addition to women-owned businesses, Alameda County and Hayward entered into Purple Tier, opening up indoor dining options for restaurants. Each week, I touched base with our downtown restaurants and posted an updated list of indoor dining options in time for the weekend. I shared 19 stories featuring our women-owned businesses, St. Patrick's Day events, local fundraisers, and new offerings downtown.

Overall Metrics for [Facebook](#): New Page Likes = 29 Post Reach 4,616 Post Engagement = 996

For [Instagram](#): New Followers = 35 Account Reach 1,019 Content Interactions = 795

Downtown Hayward Improvement Association

Social Media Report 04/21

Caroline S. Sandoval, Social Media Manager

Summary

This month I focused on spreading information. I created the “A Little Birdie Told Me...” series where I can let people know what is coming to downtown even if we don’t have specific details. I was able to post for Kumu Hula Association, Houston Family Vineyards, and The Stacks Record Shop. I can continue this series with incoming businesses Ska Dog Records and Casa Del Toro in future weeks/months. Craft Eatery and The Dirty Bird now offer Brunch so I created two “Sunday Brunch” posts featuring each business and pictures of menu items. Buffalo Bill's Brewery reopened on April 21st so I made sure to post a story on the days leading up to their reopening.

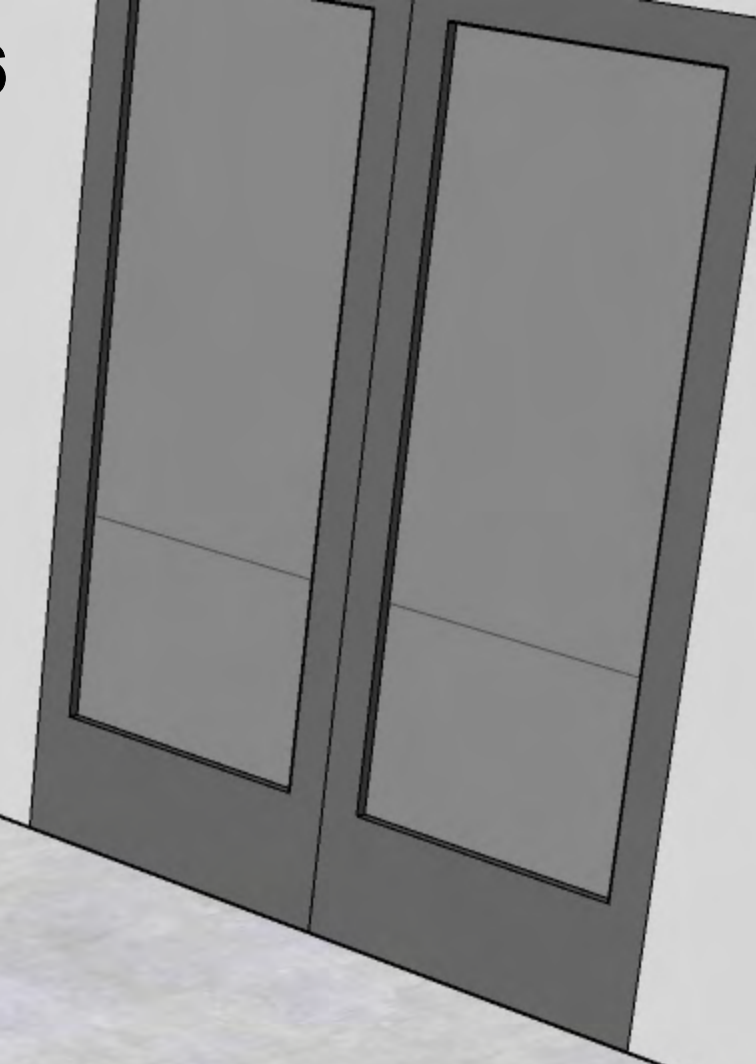
Overall Metrics for [Facebook](#): New Page Likes = 13 Post Reach = 1390 Post Engagement = 336

For [Instagram](#): New Followers = 35 Account Reach = 1,028 Content Interactions = 398

Posts	FB Views	FB Likes	FB Shares	IG Reach	IG % non followers reached	IG Likes	IG Profile Visits
Indoor Dining Update # 4	596	8	6	418	17%	32	10
A little Birdie: Kumu Hula Association	144	7	4	450	11%	39	12
Sunday Brunch: Craft	409	5	1	450	9%	44	5
Treat Yourself Tuesday: Buon Appetito	107	6	1	298	16%	21	2
A little Bidie: Houston Family Vineyards	251	7	2	391	17%	27	2
Century Theaters	160	3	0	411	5%	39	4
Sunday Brunch: The Dirty Bird	592	19	3	563	19%	54	2
A little Birdie: The Stacks Record Shop	284	10	2	480	9%	81	5

DISI - 4b

16

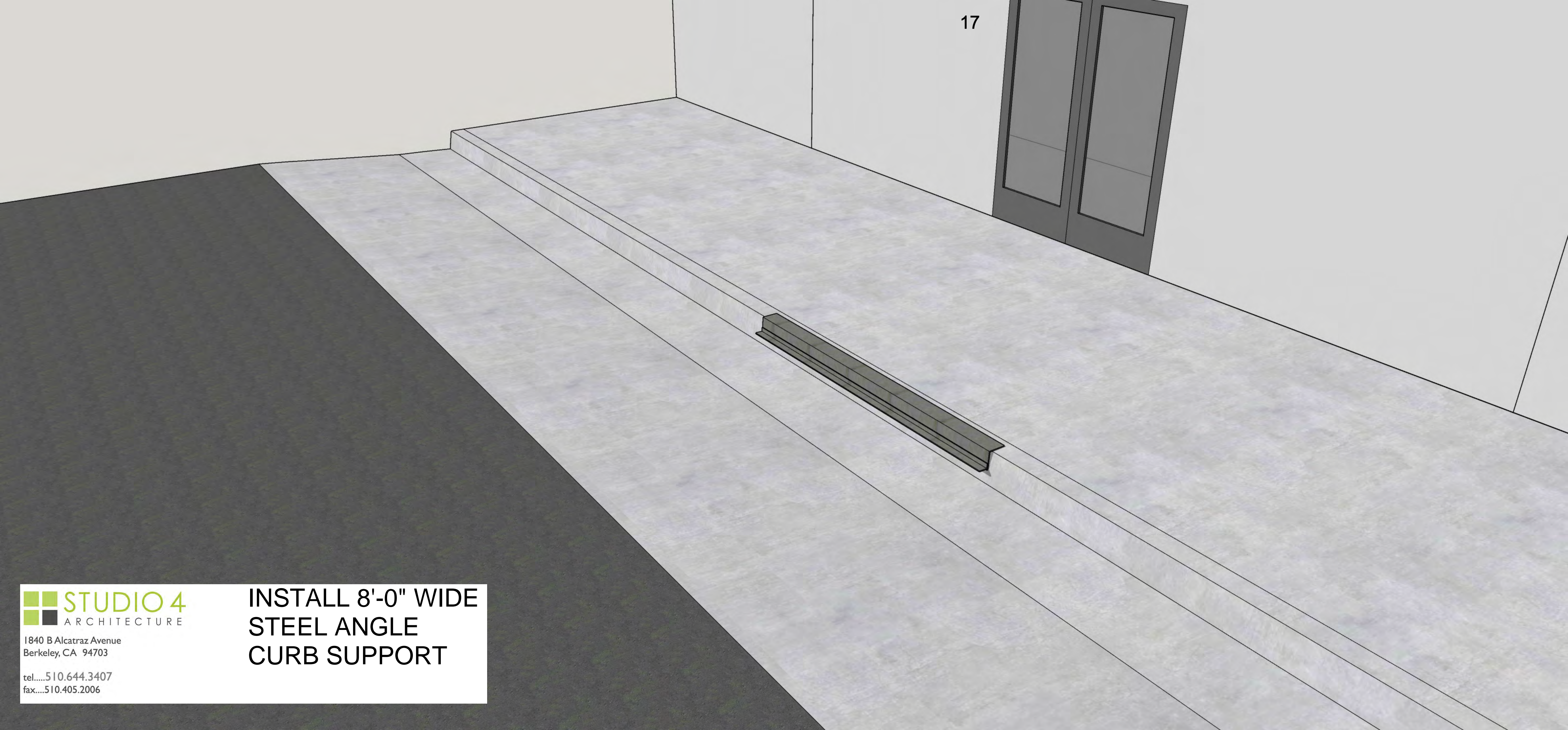


**EXISTING
CONDITIONS**

1840 B Alcatraz Avenue
Berkeley, CA 94703

tel.....510.644.3407
fax.....510.405.2006

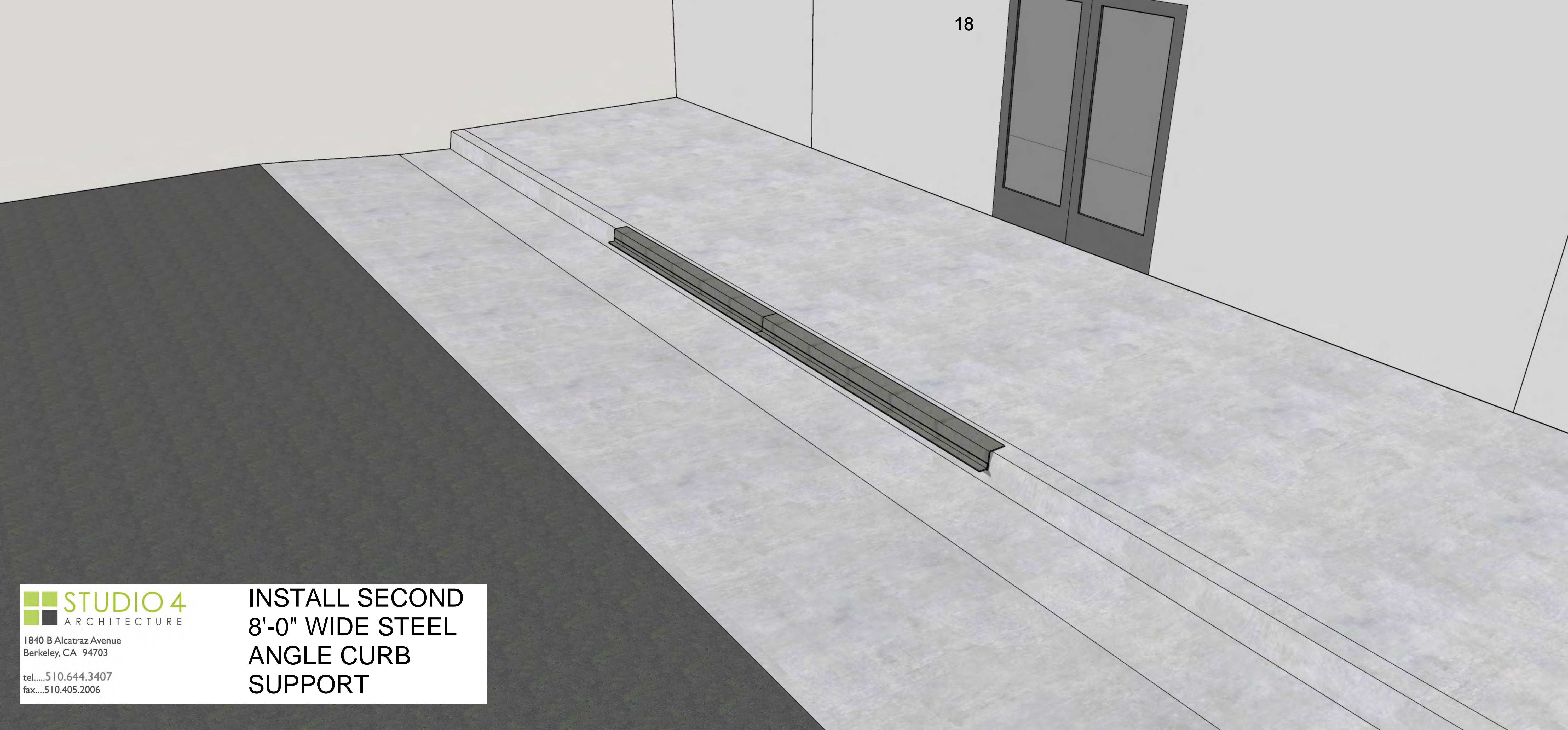
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1840 B Alcatraz Avenue
Berkeley, CA 94703

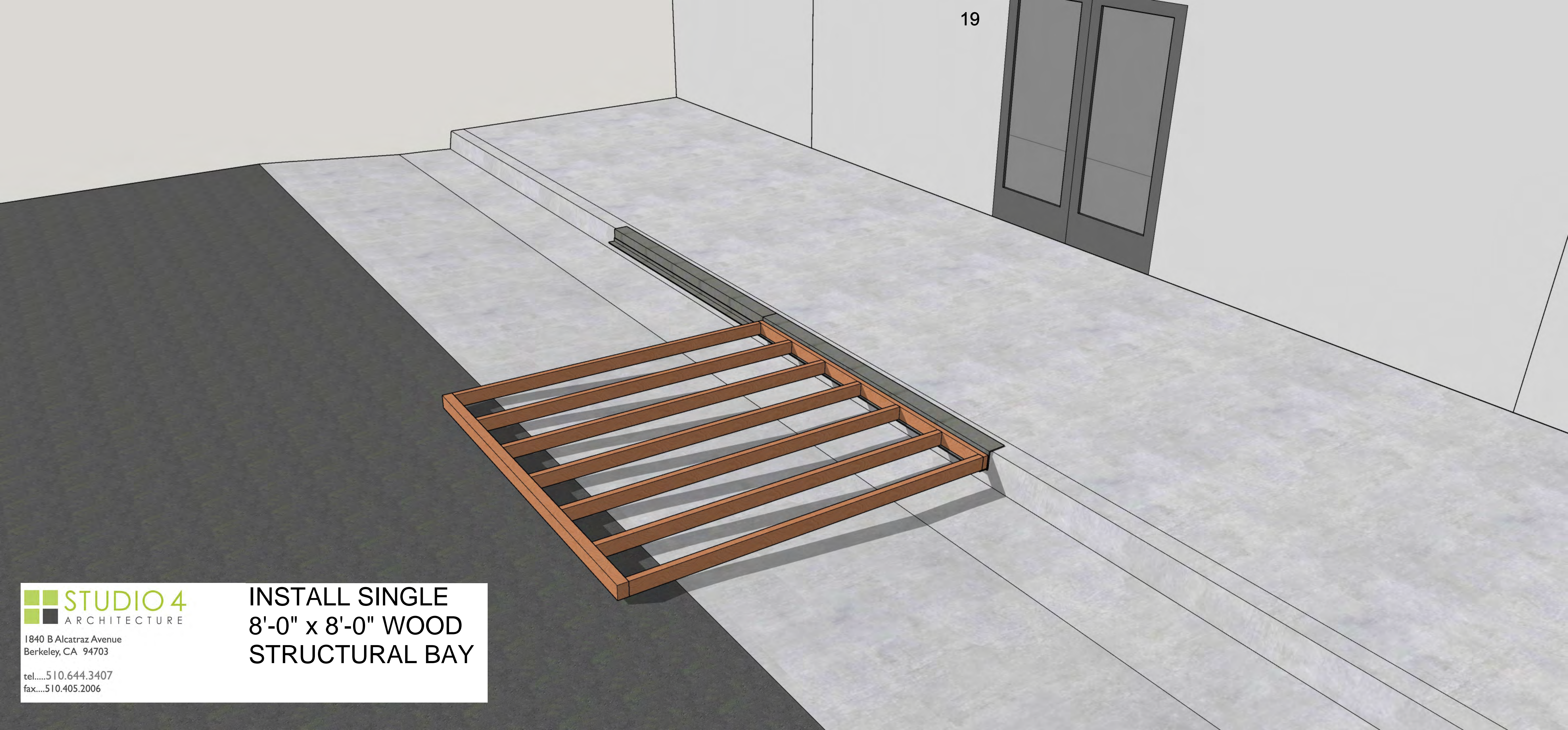
tel.....510.644.3407
fax.....510.405.2006

**INSTALL 8'-0" WIDE
STEEL ANGLE
CURB SUPPORT**



STUDIO 4
ARCHITECTURE
1840 B Alcatraz Avenue
Berkeley, CA 94703
tel.....510.644.3407
fax.....510.405.2006

**INSTALL SECOND
8'-0" WIDE STEEL
ANGLE CURB
SUPPORT**



1840 B Alcatraz Avenue
Berkeley, CA 94703

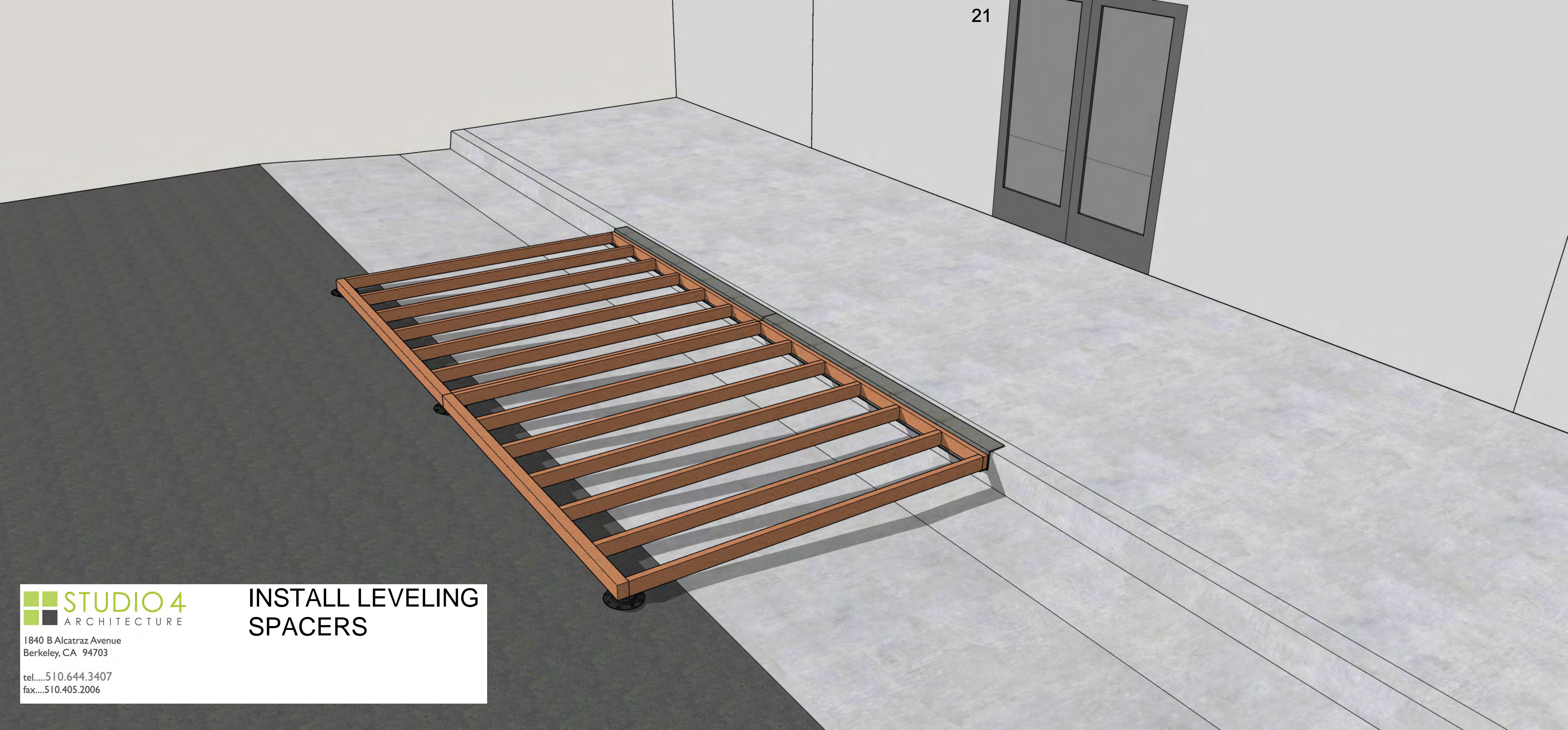
tel.....510.644.3407
fax.....510.405.2006

**INSTALL SINGLE
8'-0" x 8'-0" WOOD
STRUCTURAL BAY**



STUDIO 4
ARCHITECTURE
1840 B Alcatraz Avenue
Berkeley, CA 94703
tel.....510.644.3407
fax.....510.405.2006

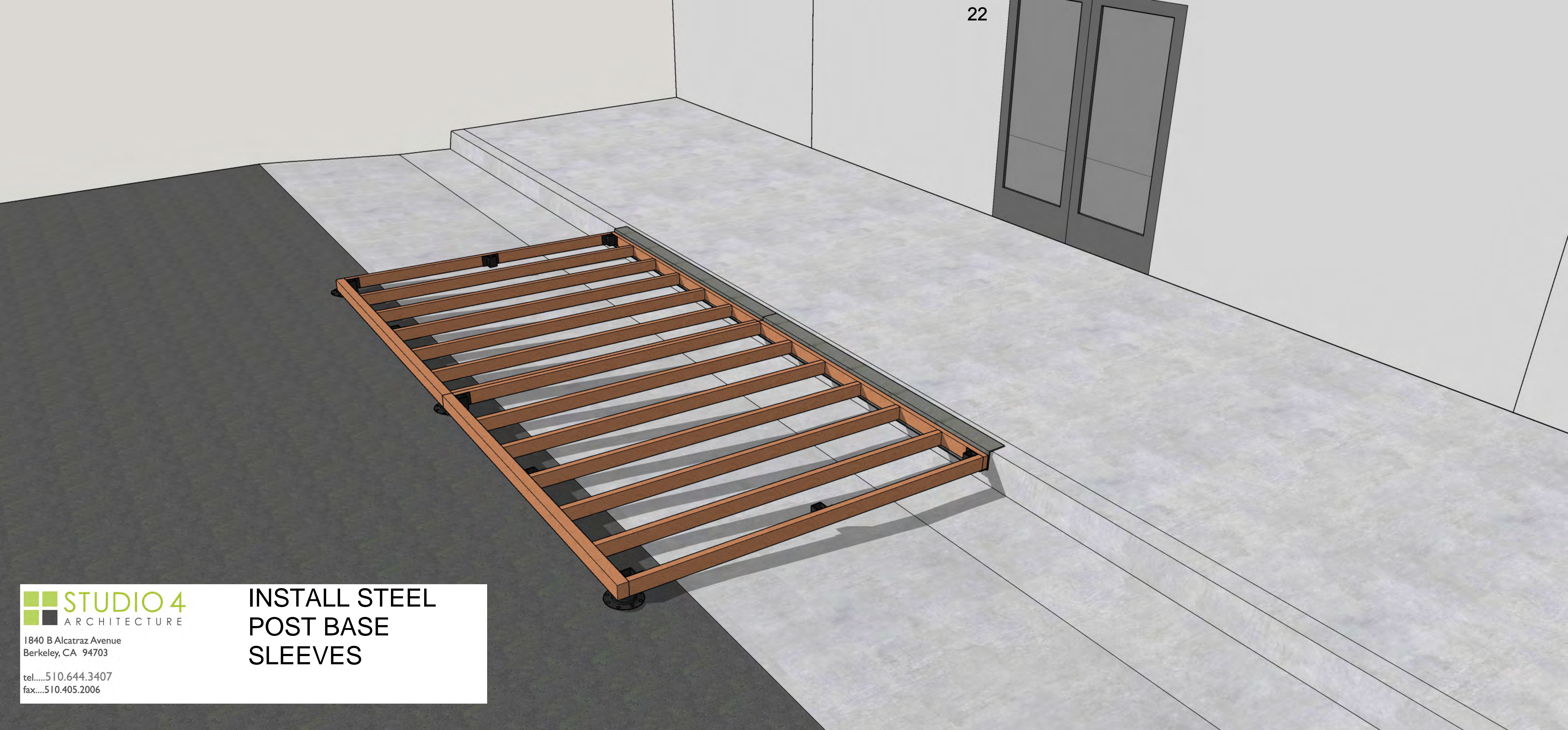
**INSTALL SECOND
8'-0" x 8'-0" WOOD
STRUCTURAL BAY**



INSTALL LEVELING SPACERS

1840 B Alcatraz Avenue
Berkeley, CA 94703

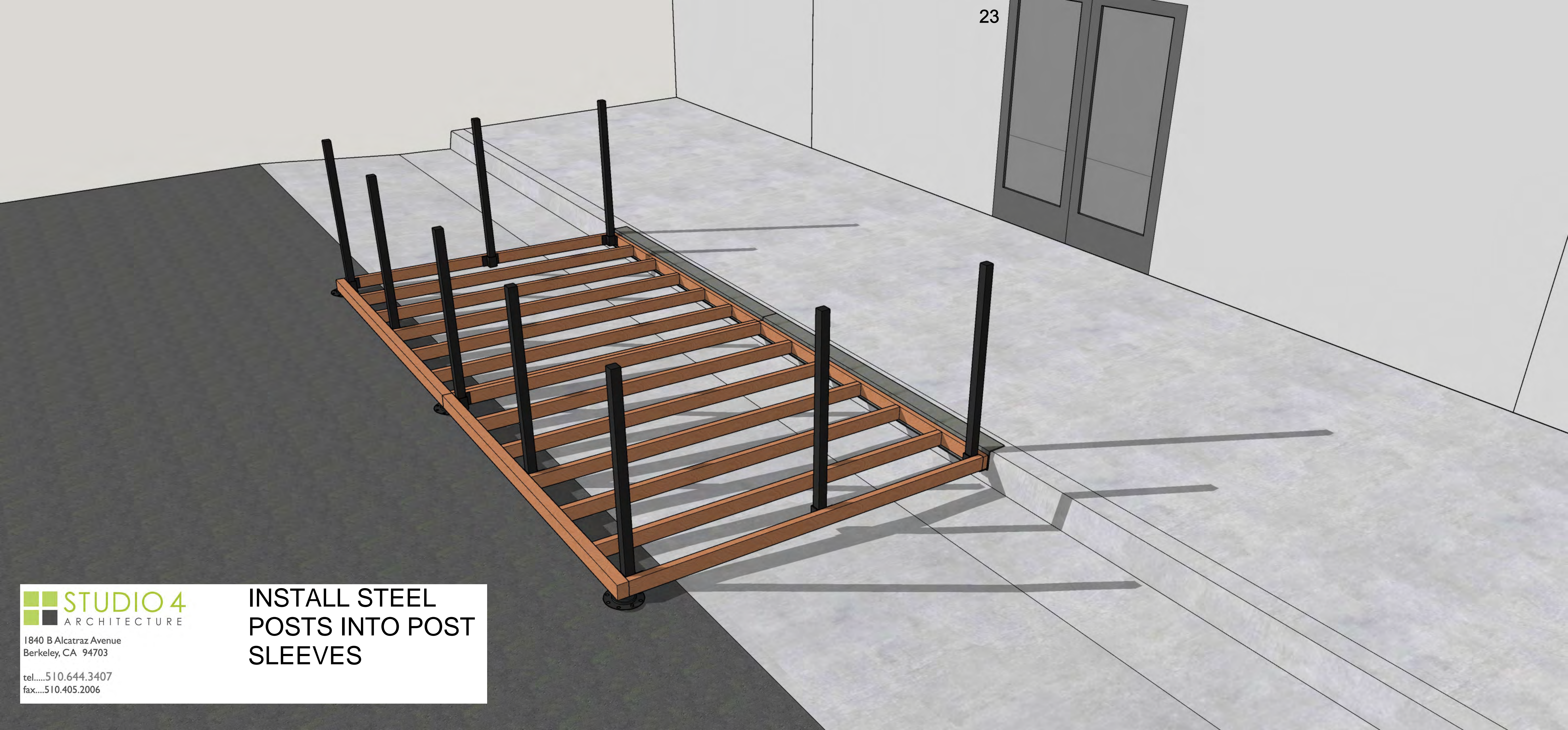
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fax.....510.405.2006



1840 B Alcatraz Avenue
Berkeley, CA 94703

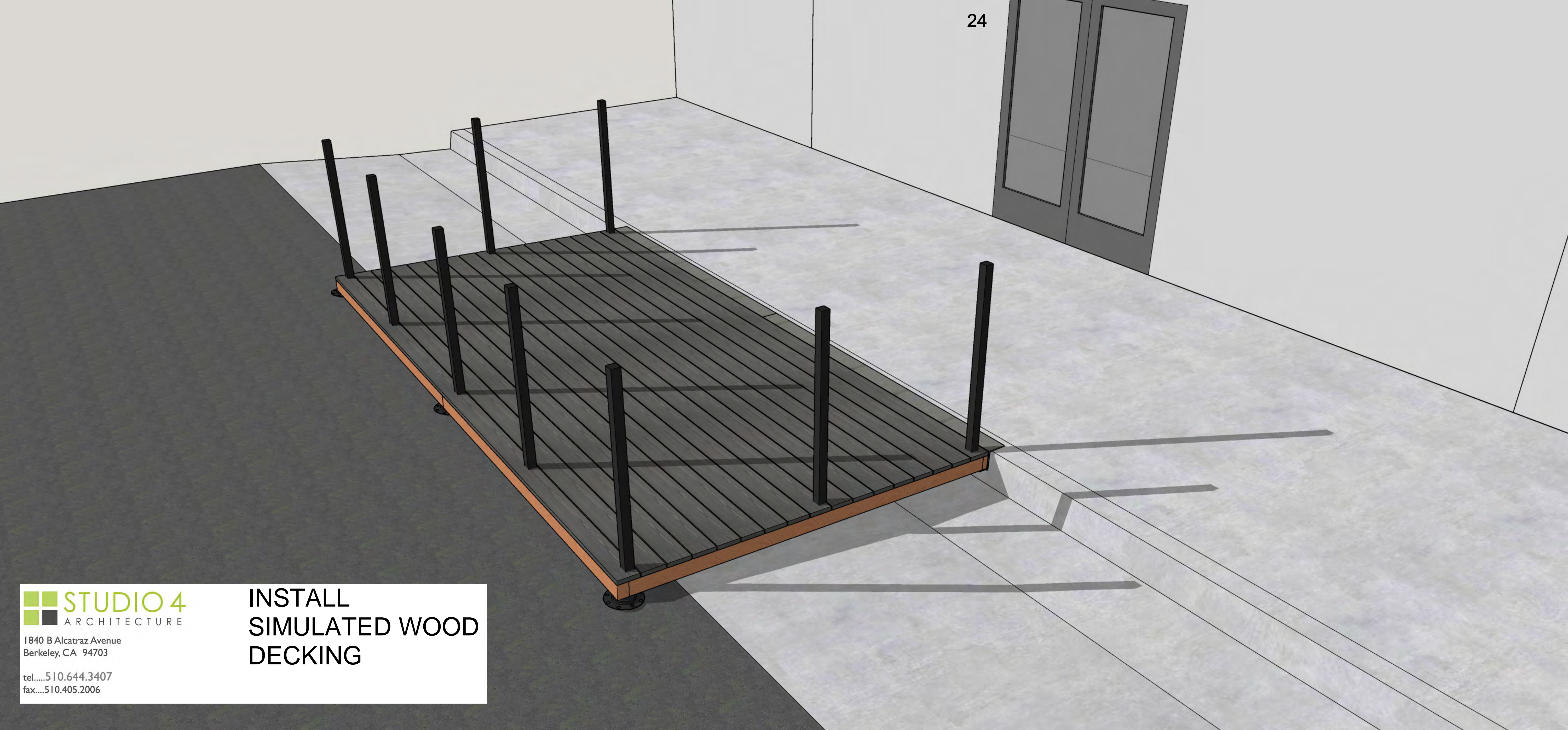
tel.....510.644.3407
fax.....510.405.2006

INSTALL STEEL POST BASE SLEEVES



STUDIO 4
ARCHITECTURE
1840 B Alcatraz Avenue
Berkeley, CA 94703
tel.....510.644.3407
fax.....510.405.2006

**INSTALL STEEL
POSTS INTO POST
SLEEVES**



1840 B Alcatraz Avenue
Berkeley, CA 94703

tel.....510.644.3407
fax.....510.405.2006

INSTALL SIMULATED WOOD DECKING



 **STUDIO 4**
ARCHITECTURE
1840 B Alcatraz Avenue
Berkeley, CA 94703
tel.....510.644.3407
fax.....510.405.2006

INSTALL METAL BALLUSTERS



Equipment Proposal

May 17, 2021

OVERVIEW

We recommend procurement of the following equipment for the DHIA Cleaning Program.

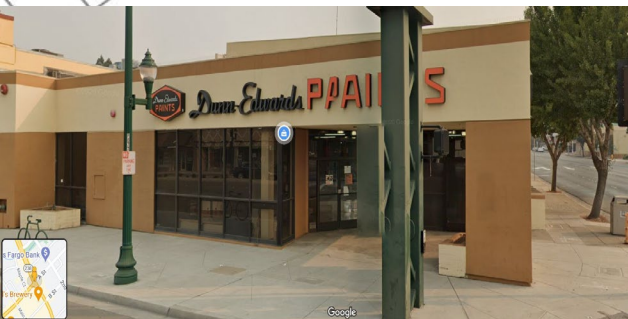
Taylor Dunn, Club Car or Gator Utility Vehicle. New or used.	\$15,000-\$25,000
Rubbermaid Mega Brute Carts (4) \$514 each	\$2,056 Total
EGO Electric Leaf Blowers (4) \$209 each	\$836 Total
Cell Phones 7 (\$100 + tax) Carrier Data Plan	\$700 \$283/monthly estimated data plan
Misc. Landscaping Tools	\$400
Paint and Graffiti Abatement Supplies	\$450
Radios and Repeater	\$6,853

TOTAL ESTIMATED COST: \$36,295

(+ \$283/monthly for data plan)

Dome Cameras: 15 – Fixed
Lic Plate Rec Cameras - 5
NVR = 5

DHIA
Downtown Hayward



#2 - Parking Lot off 926 B St
Dome Cameras: 2 – Fixed
Verifocal Cam- 1
NVR = 1 or Wireless Access Points



= Fixed Camera



= Lic Plate Reader



= NVR



Added to scope. Deep View Varifocal Cam
To focus on back of lot.

Potential to use Weight Watchers internet or existing NVR. If WW, wireless access point to transmit Video Feed.
Added to scope.



#3 - 22507 Main St
Dome Cameras: 2 – Fixed
Lic Plate Rec Cameras: 2 (#4 Main St / #5 A St)
NVR = 1



= Fixed Camera



= Lic Plate Reader



= NVR



#5 22470 Foothill – Dunn Edwards
Dome Cameras: 2 – Fixed
Lic Plate Rec Cameras - 1 (Foothill Blvd)
NVR = 1

DHIA
Downtown Hayward



= Fixed Camera



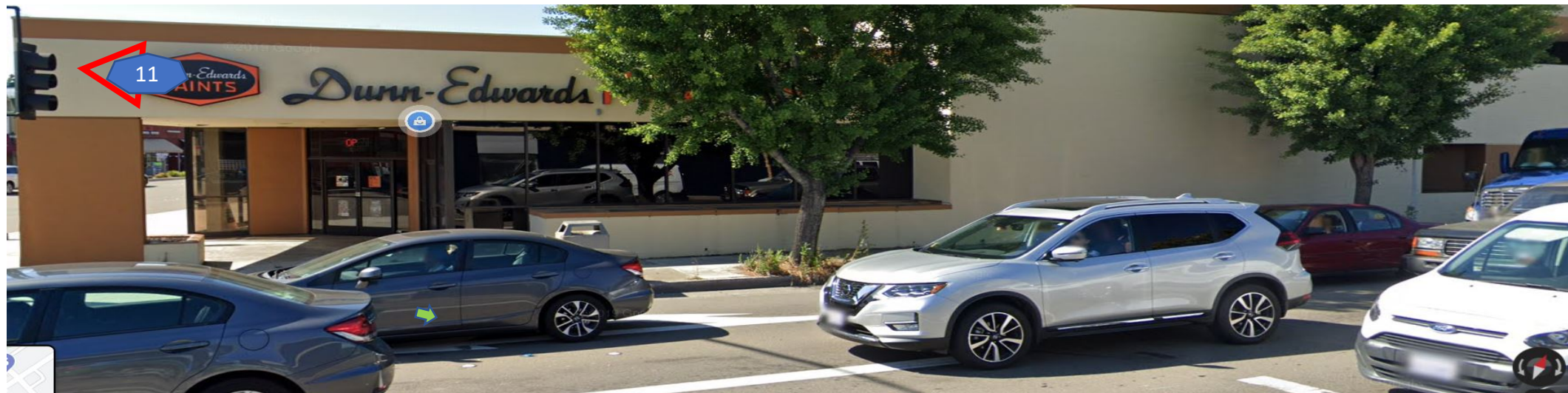
= Lic Plate Reader



= NVR



= Tree Removal



SOBO - 4c



May 4th, 2021
 Downtown Hayward Improvement Assoc.
 22654 Main Street, Hayward CA. 94541
 (510) 556-1278

Scope of Services Between the DHIA and Barbary Coast Security for Patrol Services

This agreement is intended to outline the parameters and scope of work for in-district security patrol services between the Downtown Hayward Improvement Association (DHIA) and Barbary Coast Security. In February 2021, Barbary Coast Security responded to a call for proposals from the DHIA to provide security patrol services in the form of an "Ambassador Program" for the downtown Hayward area (see Exhibit 1). Barbary Coast Security is an up-to-date licensed Private Patrol Operator (License # PPO18055), employs only retired law enforcement officers with license to carry firearms, and is bonded and insured to perform said security services in the State of California.

The DHIA is entering into contract with the selected vendor, "Barbary Coast Security", to provide security services to the merchants, property owners and employees of the downtown district under the following duration and terms:

Duration of Contracted Patrol Service: 7 Months
 Projected Start Date: May 1st, 2021
 Projected End Date: November 30th, 2021
 Contract Monthly not-to-exceed Amount: \$18,000.00/per month
 Contract Max Hours per Month: 240 Hours/per month
 Shifts: Two On-Duty Personnel Each Shift | 10:00 am to 4:00 pm & 11:00 am to 5:00 pm
 No Coverage: Mondays & Wednesdays
 Notes: Certain days may require a change in hours. Shift schedules subject to change
 Total Coverage: 20 Days per Month

DHIA Supplemental Security Patrol Parameters and Expectations:

The parameters and responsibilities of each patrol are designed to ensure consistent and responsive action to varying concerns in downtown Hayward during different times of the day and week. Patrols are expected to:

- Traverse entire district in continuous walking beat to establish presence (see **green** areas of map in Exhibit 2)
- Actively monitor district hotspots (shown in **red** on map)
- Actively discourage homeless encampments trespassing on private property within the district
- Actively monitor the city-owned parking lots in-district (see parcels shaded **blue** on map)

DOWNTOWN HAYWARD IMPROVEMENT ASSOCIATION

22654 Main Street • Hayward, CA 94541

- Enforcement of ordinances relating to open containers and drug sale/use within the district boundary
- Enforcement of the no sit-lie ordinance on city sidewalks, public spaces and public rights-of-way.
- Make themselves available to DHIA designate contacts via mobile correspondence (i.e. text message); Communicate and coordinate with private property security teams to resolve trespassing concerns
- Exercise all other regular patrol duties while remaining in-district for the entirety of the scheduled shift
- Complete and submit a Daily Activity Report upon completion of the shift. DAR should be left with at the DHIA office.

Specific Contract Provisions

1. There will be a 30-day escape clause that can be initiated by either party, without cause required. All pending payments for work completed will be fully made if the DHIA elects to terminate this service prior to the projected end date.
2. DHIA Staff must be provided with a monthly shift schedule of patrol services a week prior to implementation; DHIA staff must be provided with contact information for all on-duty personnel assigned to this contract.
3. The entire district must be covered each shift by walking patrols, or non-funded bike patrols.
4. We need daily activity reports on all in-district interactions, contacts with HPD and patrol trouble spots. The reports must clarify, time, dates, instances of problems and whether HPD responded to the situation. Known troublesome actors in-district should have their crimes documented and filed for DHIA staff
5. Barbary Coast Security must add both the DHIA and the City of Hayward as additionally insured to its Commercial General Liability Insurance Policy;
6. No Overtime will be authorized by the DHIA unless specifically requested (in writing) by the District Manager.
7. Billings are to be submitted at the end of the month after work has been completed and must include documentation of shift attendance and any additional expense-related documentation for reimbursement purposes.

Final Terms

Jeff Jurow
Board President,
DHIA:

DocuSigned by:

Jeff Jurow
2832BCAC8C604D0...

5/7/2021

Signature Date:

Gary Delagnes
CEO/President,
Barbary Coast Security:

DocuSigned by:

Gary Delagnes
FE2C2BB8AF85407...

5/7/2021

Signature Date:

Close

Compose

Send

To:  Marco Li Mandri  Jeff Jurow

Cc/Bcc:

Exhibit 1

Subject:

I will be mailing you the following informational packet on Monday :

- (A) Informational piece on Barbary Coast Security (we are listed as Barbary Bay with the state but doe a DBA)
- (B) Certificate of Liability Insurance
- (C) License with the state of California to (PPO license)
- (D) Mission Statement for Hayward project
- (E) Hayward security project budget and proposed shifts
- (F) 10 resumes. Gary Delagnes, Bob DelTorre, Gerald Darcy, Dan Toomey, Mike Lawson, Richard Daniele, John Centurioni, Robert Greiner, Mark Melville. Some will take the bulk of the shifts while others are relief when needed.
- (G) Additional information including references, and tax ID number.
- (H) W-9 form that you will need for your payroll.

Anything else let me know !

Send



About Barbary Coast Corporate Security

Barbary Coast Corporate Security is a leader in providing executive protection and security solutions for corporations, executives, families, estates and VIP clients throughout California. We are a San Francisco based private security company with more than thirty years of experience. We have established a reputation as the benchmark standard in the security industry.

We provide full-service protection and protection consultancy that is reliable and knowledgeable. We employ experienced personnel who can handle and respond to any type of situation or emergency. As our client, you will receive the safety and confidentiality you demand of a private security company, thereby, giving you the peace of mind you deserve.

Over Thirty Years of Experience in Law Enforcement

Each of our founders and management team members is a senior level professional with over thirty years of experience in law enforcement. Our team of armed, current and former law enforcement professionals has been hand-selected from local, state and federal law enforcement agencies, including: The San Francisco Police Department, the FBI, the Department of Justice and other agencies. They are employees of Barbary Coast Corporate Security and have an average of twenty (20) years of law enforcement experience.

Each of our employees hold all concealed firearm permits required by the State of California. They have received comprehensive training in emergency first aid and CPR/AED. These certifications are updated on an annual basis.

Security for High Profile Executives, VIP's, Dignitaries and Public Figures

Our Executive security specialist are ideal for high profile executives, VIP's, dignitaries and public figures such as entertainers and sports figures. Our executive protection for corporations, families and estates can accommodate your business and leisure travel.

Barbary Coast Corporate Security provides the following services:

- Corporate Security
- Estate Protection
- Executive Protection/VIP/Celebrity Security
- Asset Protection and Transport
- Workplace Violence Security

Barbary Coast Corporate Security is the San Francisco Bay Area's premier private security company. We are available 24 hours a day, seven days a week.

Please contact Barbary Coast Corporate Security at (415) 250-1312 to discuss your private security needs. Our email address is delagnesgary@gmail.com

MISSION STATEMENT FOR HAYWARD PROJECT

As most people are well aware crime and homelessness has been on the rise in the San Francisco Bay Area for the past few years. Quality of life crimes such as auto break-in's, assaults, drug dealing, and robberies have reached epidemic proportions in many of our great cities. With the current trend in "de-policing", and "defunding" our police departments the problem has only been exacerbated. Police departments simply don't have the manpower, or the time to dedicate officers to many of these crimes and their ability to get to you quickly is an ongoing problem.

All of my officers are retired police officers. They are bonded, insured, licensed, and armed. All have had years on the street and are experts in the art of "crime recognition", "de-escalation", and "conflict resolution".

Our goal is to create a safe and secure working environment for the merchants and shoppers alike. We will walk the streets, just like beat officers, visit the merchants, respond to their needs, and abate situations before they occur. Our presence will create a tremendous deterrent to potential troublemakers and stop trouble before it starts. We will help create a downtown area we can all be proud of.

A primary concern for our team will be the following :

HOMELESSNESS

We will be vigilant in making sure the homeless population is treated with dignity and respect while, at the same time, not effecting businesses, merchants, and customers in an unlawful way. While the homeless population need to be recognized they do not have the right to adversely effect your place of business. We will work with the Hayward PD to find alternative places where the homeless can go.

AUTO BOOSTINGS

This has become a huge problem in the entire Bay Area. Auto Boosters strike quickly, break into your vehicle, steal anything of value and are gone in minutes. We will be particularly vigilant dealing with this issue, and spend a good deal of our time in the areas we know to be targets for for these types of crimes.

MERCHANT ASSISTANCE

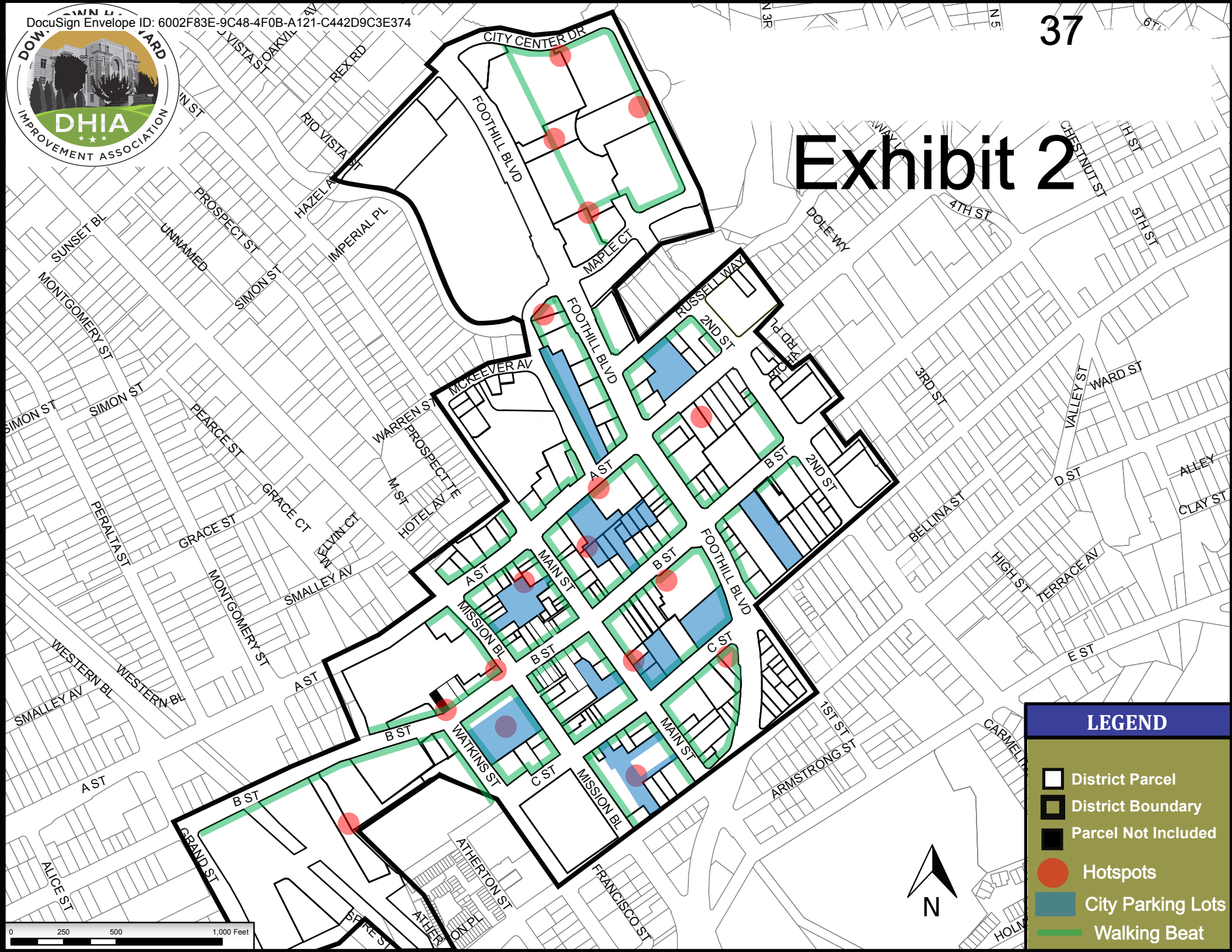
Whenever a merchant needs immediate help we will be there. We can respond to resolve pay disputes, deal with unwelcome customers, and give advice on safety measures and/or security precautions. If a merchant need assistance when locking up for the night, or simply need an escort to their transportation we will be there for them.

HAYWARD PD

We are not here to replace the Hayward PD but to supplement them and augment their efforts. We will make sure if a uniformed officer is needed we will get them there immediately, and if not we will advise them that we can handle the less serious issues.



Exhibit 2



LEGEND

- District Parcel
- District Boundary
- Parcel Not Included
- Hotspots
- City Parking Lots
- Walking Beat

