



COMMUNITY ASSET MANAGEMENT PROGRAM (CAMP)
OUTREACH COMMITTEE

AGENDA
WEDNESDAY, JUNE 28, 2023

CAMP OUTREACH REGULAR MEETING – 5:00 PM

CIVIC CENTER MEETING HALL WILLIAM H. MENDENHALL COMMUNITY ROOM

1016 S. LIVERMORE AVENUE

Jennifer Yeamans, Vice Chair
Dawn Argula, Committee Member
Steven Dunbar, Committee Member
Jill Farrell, Committee Member
Mark Palajac, Committee Member
Neal Pann, Committee Member
Steve Stamos, Committee Member

1. CALL TO ORDER

2. ROLL CALL

Committee Member Steve Stamos
Committee Member Neal Pann
Committee Member Mark Palajac
Committee Member Jill Farrell
Committee Member Steven Dunbar
Committee Member Dawn Argula
Vice Chair Jennifer Yeaman

3. OPEN FORUM

- In conformance with the Brown Act, no action can occur on items presented during Open Forum.
- To provide public comment, please submit a speaker card. When your name is called, walk to the lectern to address the Committee.
- Comments are limited to a maximum of 3 minutes per person, per item. The Chair may reduce the amount of time based on the number of persons wishing to speak.
- Open Forum will conclude after 30 minutes; however, if there are additional speakers, Open Forum will reconvene after Matters for Consideration.

4. CONSENT CALENDAR

Consent Calendar items are considered routine and are acted upon by the Committee with a single action. Members of the audience wishing to provide public input must submit a speaker card.

4.1 Approval of draft minutes from January 25, 2023.

Recommendation:

Staff recommends the Committee approve the draft minutes from the January 25, 2023 meeting.

Attachments:

[1. 2023-01-25 CAMP Outreach Committee Draft Minutes](#)

5. MATTERS FOR CONSIDERTATION

5.1 Election of CAMP Outreach Committee Chairperson

Recommendation:

Staff recommends the committee elect a new Chairperson.

Staff Report

5.2 Report from CAMP Outreach Committee Members

Recommendation:

Staff suggests the Committee report on Asset Management observations since the last meeting.

Staff Report

5.3 Report on Technology Updates

Recommendation:

Staff recommends the CAMP Outreach Committee receive an update on Asset Management Program Technology Updates.

Staff Report

5.4 Asset Management Next Steps

Recommendation:

Staff recommends discussing the next steps of the CAMP Outreach Committee.

Staff Report

6. ADJOURNMENT

The next regular meeting will be held at a future date, time, and location to be determined by the CAMP Outreach Committee and noticed in accordance with the Brown Act.

HOW TO PARTICIPATE IN THE CAMP OUTREACH COMMITTEE MEETING:

You can participate in the meeting in a number of ways:

Open Forum is an opportunity for the public to speak regarding items not listed on the agenda. Speakers are limited to a maximum of 3 minutes per person. To address the Committee, you must submit a speaker card to the liaison prior to the start of that item. You should be aware that the Committee is prohibited by State law from taking action on any items that are not listed on the agenda. However, if your item requires action, the Committee may place it on a future agenda or direct staff to work with you and/or report to the Committee on the issue.

Other Agenda Items are also open for public input including Consent Calendar or Matters for Consideration items. These comments are also subject to the 3-minute limit.

Special Meetings, Workshops - The public will have the opportunity to address the Committee regarding the item that is the subject of the special meeting or workshop. Public comments are limited to a maximum of 3 minutes per person.

Submission of Comments Prior to the Meeting:

Email Comments may be submitted by the public to the Committee liaison (assetmanagement@LivermoreCA.gov). Items received no later than 12:00 pm the day of the meeting will be provided to the Community Asset Management Program Outreach Committee and available on the City website prior to the meeting. These items will NOT be read into the record.

eComments may be submitted by the public using the eComment link [here](#). Comments may be up to 1000 characters in length and will be accepted up until 3:00 pm the day of the meeting. These items will NOT be read into the record and are viewable by the the Committee and the public upon submittal.

Submission of Comments During the Meeting:

Speakers are limited to a maximum of 3 minutes per person. To submit a comment, you must complete a speaker card for each item. Speaker cards are available in the Civic Center Meeting Hall lobby. Indicate on the card the item number you wish to comment on and submit the card directly to the liaison prior to the start of the item. You should be aware that the Committee is prohibited by State law from taking action on any items that are not listed on the agenda. However, if your item requires action, the Committee may place it on a future agenda or direct staff to work with you and/or report to the Committee on the issue.

If you would like to deliver written materials to the Committee as part of your public comments, please provide 10 copies to the liaison with your speaker card.

The Community Asset Management Program Outreach Committee Agenda and Agenda Reports are prepared by City staff and are available for public review a minimum of 72 hours prior to the Committee meeting. The agenda is posted at 1016 South Livermore Avenue, Livermore. The Agenda is also available online at www.livermoreassets.net.

Under Government Code §54957.5, any supplemental material distributed to the members of the Committee after the posting of this agenda will be available for public review at 1052 South Livermore Avenue, Livermore, and included in the agenda packet available on the City's web site at www.livermoreCA.gov.

PURSUANT TO TITLE II OF THE AMERICANS WITH DISABILITIES ACT (CODIFIED AT 42 UNITED STATES CODE SECTION 12101 AND 28 CODE OF FEDERAL REGULATIONS PART 35), AND SECTION 504 OF THE REHABILITATION ACT OF 1973, THE CITY OF LIVERMORE DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, NATIONAL ORIGIN, ANCESTRY, SEX, DISABILITY, AGE OR SEXUAL ORIENTATION IN THE PROVISION OF ANY SERVICES, PROGRAMS, OR ACTIVITIES. TO ARRANGE AN ACCOMMODATION IN ORDER TO PARTICIPATE IN THIS PUBLIC MEETING, PLEASE CONTACT THE ADA COORDINATOR AT ADACOORDINATOR@LIVERMORECA.GOV OR CALL (925) 960-4170 (VOICE) OR (925) 960-4104 (TDD) AT LEAST THREE (3) BUSINESS DAYS IN ADVANCE OF THE MEETING.



**COMMUNITY ASSET MANAGEMENT PROGRAM (CAMP)
OUTREACH COMMITTEE**

**REGULAR MEETING
Wednesday, January 25, 2023, 5:00 p.m.
Minutes**

1. CALL TO ORDER

The meeting was called to order by Vice Chair Yeamans at 5:07 p.m.

2. ROLL CALL

Committee Members

Vice Chair Jennifer Yeamans
Steve Stamos
Neal Pann
Mark Palajac
Steven Dunbar
Dawn Argula

Absent

Chair Donna Allen - excused
Marco Torres- excused

Staff Present

Uyiosa Oviawe, Management Analyst II
Kathy Hughes, Administrative Assistant

3. CITIZENS FORUM

Vice Chair Yeamans opened the item for public comments. There were none, and the item was then closed to public comments.

4. CONSENT CALENDAR

4.1 Approval of draft minutes from June 22, 2022

ON A MOTION FROM COMMITTEE MEMBER DUNBAR, SECONDED BY

COMMITTEE MEMBER ARGULA, CARRIED ON A 5-0 VOTE, THE JUNE 22, 2022 MINUTES WERE APPROVED AS SUBMITTED.

5. MATTERS FOR CONSIDERATION

5.1 Report from CAMP Outreach Committee Members

Vice Chair Yeamans opened the item for public comments. There were none, and the item was closed to public comments.

Uyiosa Oviawe asked the committee members about their experience with outreach at the Farmer's Market in July and September. Staff said that the committee did not attend the September Farmer's Market. Several staff members said they recalled attending a Farmer's Market, but it may have been prior to the July date.

Committee member Argula expressed interest in hearing a report on the recent storms and the impact to the infrastructure. Staff will compile a report and bring that information to a future meeting.

Vice Chair Yeamans added that it was nice to see such a high degree of awareness among the residents during the storms about preparations for possible flooding and cleaning debris away from storm drains. She felt that social media played a key role in storm preparedness.

Committee member Stamos said the storms highlighted the importance of Asset Management and the need for it to continue and expand. He saw questions raised on social media about the storm drains asking who is responsible for maintaining them and when were they last inspected. He said there were also a lot of questions about water storage. He said the city should be aware of what their water providers are doing and what they plan to do.

Committee member Dunbar said that as a regular trail user he saw firsthand some of the changes that Zone 7 had made between the Holmes and Royal and Arroyo where they lowered the trail to save the Holmes Street bridge. He also saw a You Tube video from a former Zone 7 worker explaining why it was done and how it was designed to overflow to protect the bridge.

5.2 Discussion Regarding Asset Management Fact Sheets

Uyiosa Oviawe told the committee that the city has been working on gathering information on walls and fences for the asset inventory. He said that after the inventory was completed, they began work on a condition assessment report and rating system to determine the state of the walls and fences. After that he began working with the city engineers and the GIS team to determine the ownership of each area of walls and fences. Using this information, it was determined that 9.7

miles of walls are actually owned by the city, and approximately 25 miles is privately owned or LMD or CFD maintained. Currently the walls are funded with \$175,000 per year, leaving a gap of \$1.5 to \$1.6 million annually. He told the committee about the Holmes Street wall replacement project where the city worked collaboratively with the homeowners to replace the walls and install vegetation and irrigation in exchange for the homeowners agreeing to maintain the walls from now on. He said that the City currently has approximately 3 miles of walls that are rated as poor condition that would take approximately \$15 million to repair or replace. He also explained that the reason the walls are rated "F" is because of the huge funding gap between what is budgeted and what is needed. He asked the committee to provide input on the draft fact sheet.

Committee member Dunbar said the sheet doesn't specify what replacement materials will be used. Mr. Oviawe said the city will have a design team that will come up with material specifications based on the locations of the walls. He stressed that the design team is a separate project, and the costs will be factored in to the finalized asset management plan for walls. Committee member Dunbar suggested the last sentence should then be changed to "the city is evaluating wall type materials for appropriate locations". He also pointed out there is a typo in the second paragraph on page one, where it references "buildings" but should be referencing "walls". He thought it would be helpful to show an example of a high-risk wall. He also asked what would happen if a wall failed in a LMD or CFD and the residents objected to a fee increase. Mr. Oviawe said staff is still working on figuring that out.

Committee member Argula said it should be made clear that the fact sheet should emphasize it's talking about City owned walls. She said it was nice to have the information that will help the city make informed decisions for the various neighborhoods. She said she wasn't clear on the replacement cost portion of the fact sheet. She asked for clarification on the difference between high risk and high probability replacement costs. Mr. Oviawe explained that the high risk is referring to the three miles of that are rated in poor condition. He said the replacement cost was based on the costs of the Holmes Street project that was \$950 per linear foot for replacement. Committee member Argula pointed out that if the graphic was unclear for her, there would probably be others asking questions, so it needs to be more specific. Mr. Oviawe asked if it would be helpful to include a breakdown on the location of the high-risk walls.

Committee member Palajac asked how the value of the walls was calculated. Mr. Oviawe said the costs were calculated using the \$950 per linear foot that was charged for the Holmes Street fence replacement project. He stressed that the cost included landscaping materials as well as irrigation. Committee member Palajac asked if the cost was on the high side because of the number of homeowner that pushed dirt up against the wall that wasn't intended to be a retaining wall. Mr. Oviawe said that yes it was on the high side because of the amount of work that went into removing the dirt and creating a retaining wall.

Committee member Palajac wanted to clarify that the special districts were not included in the costs stated, and Mr. Oviawe said they were not.

Committee member Pann suggested making it clear that the spotlight is on City owned/maintained walls. He also suggested adding language that explains that the type of material used is based on the street type and function. He said it was confusing to see the asset health grade of “F” because it gives the impression that every wall in town is failing. He thinks it should be made clear the “F” grade is because of funding. He said it would be helpful to mention the scoring in the fact sheet to help explain the grade. He also thought it would be helpful to call out the type of replacement material for each designated area to help people understand where these types of walls would go.

Committee member Palajac asked for the locations of the 3 miles of failing fences. He thought the spreadsheet made it look like “the sky is falling”. He felt the approach was too simplistic because it doesn’t consider the various types of replacement materials. He thought he would have a difficult time trying to present it to his various groups with the current language.

Vice Chair Yeamans said that because the walls are so visible this fact sheet needs to take a close look at the story the city is trying to tell. She felt there was an intuitive part of the story that was missing. She suggested showing by linear feet of the walls the ages of the walls. She felt that most people would be able to understand the situation that way.

Committee member Stamos did not like the “road ahead” graphic on page two. While he understood what it was trying to convey, he felt it was too simple and didn’t contribute much to the fact sheet. He mentioned that he’s noticed that some residents will put up a new fence, but leave the old one behind it, and he wondered why the city lets that happen and what are the rules governing that practice.

Committee member Argula said that this was the only fact sheet that shows there is no funding for replacement, which suggests that the city never contemplated maintaining the walls. She felt if that was stated in a different way it would explain why the grade was an “F” and might lift the overall grade to “C” or “D”. She also suggested including a redline map showing the areas where immediate replacement is needed, and including the cost for those areas.

Vice Chair Yeamans agreed with committee member Stamos about the graphic on page two not being helpful. She felt the bar graph was confusing and asked that it be reworked.

Committee member Dunbar agreed that a map would be helpful and questioned how to color the map to get the message across. He pointed out the inconsistency in the language of the replacement cost of the walls and what the

walls are worth, as two sections mention the replacement cost as \$48 million, and one section mentions the worth of the walls as \$48 million. He suggested better explaining the health grade by saying that while most of the walls are in good shape, there is no funding for the portions that are not. He also noted a discrepancy on the graph on page two where there is a bracket on the graph for the high probability costs, there is no bracket on the high risk costs.

The committee asked that staff bring the walls fact sheet back to the next meeting with the suggested changes incorporated prior to releasing the sheet to the public.

Vice Chair Yeamans opened the item for public comments. There were none, and the item was closed to public comments.

5.3 **Report on Asset Management Technology Advances**

Uyiosa Oviawe showed the committee a short “how to” video for the Livermore Connects app. The video showed how to download the app, and how to use the app to report various non-emergency issues throughout the city. He said that several committee members have been testing it out. Committee members Pann and Argula requested staff send them both the link to the site so they could also test it. Mr. Oviawe said there will be flyers posted strategically around the city advertising the Livermore Connects app, and the “go live” date is set for February 15, 2023.

Committee member Argula was very excited about the app and remembered that it had been talked about several years ago. She said to see it come to fruition was very satisfying and a great advance for the program.

Committee member Palajac thought it was a great tool and asked if staff was prepared for the additional work this would create. Mr. Oviawe said that it was the right time to move forward with the program, as Livermore is a forward thinking city.

Committee member Pann asked if any of our neighboring cities had a similar system. Mr. Oviawe said he would double check, but that he thought that Pleasanton had something like it, and that Berkeley definitely has a similar app.

Committee member Argula asked if there would be a standard turnaround time. Mr. Oviawe said they were working on that, and that the staff would have to first screen the requests to validate if they are true service requests. He also told the committee that the 3-1-1 app is currently live and citizens are engaging with it, although it is not fully publicized. He said staff is prepared for the influx of requests that are expected to come in.

Vice Chair Yeamans said she was very excited about the app. She suggested having business cards made up with the information for the Chamber of Commerce and Livermore Downtown, Inc. to pass out. She asked if there was something on the back end of the program that would help improve the efficiency of the workflows, such as identifying duplicate requests. She asked if there were any benchmarks for cities that use this type of program that shows the increased efficiency. Mr. Oviawe said it would be a daunting task to set expectations of when a request will be completed, but that the software is able to prioritize the work and identify duplicates.

Vice Chair Yeamans opened the item for public comment. There were none, and the item was closed for public comment.

5.4 **Discussion Regarding Asset Management Outreach Program Updates and Next Steps**

Vice Chair Yeamans asked if the new Council would be briefed on the Asset Management program. Mr. Oviawe said they had several briefings scheduled in the first part of February. He said there will be a summary of all the general fund assets, funding gaps and conditions.

Committee member Stamos said that since it's been a while since the last meeting, it would be helpful to know what was is planned for the committee for the year.

Uyiosa Oviawe said the MIG is under contract for another year. He said the committee is set to sunset in December of this year. He anticipates having a meeting every two to three months. He said that there are 11 more fact sheets to complete and they are the much more complicated classes. He said that will play a huge factor on how often the committee meets.

Committee member Pann suggested meeting more often to help get through as many fact sheets as possible. He felt it would be easier to discuss one or two fact sheets at a time would be easier for the committee to go through.

Vice Chair Yeamans suggested that staff email the group any feedback they received at the Council briefings.

Committee member Pann asked that when Livermore Connect goes live, that staff share the links with the committee so that they might share them with their outreach groups.

Vice Chair Yeamans opened the item for public comment. There were none and the item was closed for public comment.

6.0 **ADJOURNMENT**

THE MEETING WAS ADJOURNED AT 6:09 PM TO THE NEXT REGULAR MEETING TO BE HELAD AT A FUTURE DATE AND TIME, IN THE MENDENHALL ROOM OF THE LIVERMORE CIVIC CENTER MEETING HALL, 1016 S. LIVERMORE AVENUE, LIVERMORE CA 94550.

DRAFT



**COMMUNITY ASSET MANAGEMENT PROGRAM (CAMP)
OUTREACH COMMITTEE STAFF REPORT**

ITEM NO. 5.1

DATE: June 28, 2023
TO: Chairperson and Members of the Community Asset Management Program Committee
FROM: Uyiosa Oviawe, Senior Management Specialist - Asset Management
SUBJECT: Election of CAMP Outreach Committee Chairperson

RECOMMENDED ACTION

Staff recommends the committee elect a new Chairperson.

SUMMARY

Due to personal reasons, the CAMP Outreach Committee Chairperson resigned when meetings returned to in-person. The CAMP Outreach Committee Vice Chairperson is unable to attend the June meeting for personal reasons but has relayed to staff that she should be able to attend the remainder of the meetings for 2023.

DISCUSSION

The CAMP Outreach Committee is winding down and is scheduled to end in December of this year. The Chairperson resigned when the City returned to in-person meetings. The Vice-Chairperson will not be able to attend the June 28, 2023 meeting but has indicated that she should be able to attend the remainder of the meetings for 2023. The City Clerk's Office has requested that the committee elect a new Chairperson to run the remaining meetings. The term of office will be from June 28, 2023 to December 31, 2023. The successful candidate will be the committee member who receives the majority of votes from the members present at the meeting.

ATTACHMENTS

Prepared by: Kathy Hughes
Administrative Assistant



**COMMUNITY ASSET MANAGEMENT PROGRAM (CAMP)
OUTREACH COMMITTEE STAFF REPORT**

ITEM NO. 5.2

DATE: June 28, 2023
TO: Chairperson and Members of the Community Asset Management Program Committee
FROM: Uyiosa Oviawe, Senior Management Specialist - Asset Management
SUBJECT: Report from CAMP Outreach Committee Members

RECOMMENDED ACTION

Staff suggests the Committee report on Asset Management observations since the last meeting.

SUMMARY

The CAMP Outreach Committee reaches out to their communities to help spread the word on the City's Asset Management Program, and report their comments and suggestions back to the committee.

DISCUSSION

The CAMP Outreach Committee members are the eyes and ears of the program. Staff gives the committee members the opportunity to share what they are hearing about our outreach efforts and/or about the City's infrastructure. This information will help staff determine if the outreach message needs to be adjusted to better resonate with the community.

ATTACHMENTS

Prepared by: Kathy Hughes
Administrative Assistant



**COMMUNITY ASSET MANAGEMENT PROGRAM (CAMP)
OUTREACH COMMITTEE STAFF REPORT**

ITEM NO. 5.3

DATE: June 28, 2023
TO: Chairperson and Members of the Community Asset Management Program Committee
FROM: Uyiosa Oviawe, Senior Management Specialist - Asset Management
SUBJECT: Report on Technology Updates

RECOMMENDED ACTION

Staff recommends the CAMP Outreach Committee receive an update on Asset Management Program Technology Updates.

SUMMARY

Staff have been working with several companies on applications to help the City better manage their assets

DISCUSSION

Staff will update the CAMP Outreach Committee on the progress of their work on Nexgen, Livermore Connects and the 311 application.

ATTACHMENTS

Prepared by: Kathy Hughes
Administrative Assistant



**COMMUNITY ASSET MANAGEMENT PROGRAM (CAMP)
OUTREACH COMMITTEE STAFF REPORT**

ITEM NO. 5.4

DATE: June 28, 2023
TO: Chairperson and Members of the Community Asset Management Program Committee
FROM: Uyiosa Oviawe, Senior Management Specialist - Asset Management
SUBJECT: Asset Management Next Steps

RECOMMENDED ACTION

Staff recommends discussing the next steps of the CAMP Outreach Committee.

SUMMARY

The Community Asset Management Program (CAMP) Outreach Committee is a limited duration committee. Members are set to serve through December 2023.

DISCUSSION

The CAMP Outreach Committee is scheduled to sunset on December 31, 2023. Staff will discuss the process with the Committee and outline the plan for the remaining meetings.

ATTACHMENTS

Prepared by: Kathy Hughes
Administrative Assistant