



City of San Leandro

Civic Center
835 East 14th Street
San Leandro, California

Minutes

Community Advisory Budget Task Force

District 1

Angela Brown, Moira Fry, Kaanon MacFarlane, Gary Offenberg

District 2

Robert Bailey, Joe Camarillo, Surlene Grant, Leo Sheridan

District 3

*Susan Erb, Mike Katz-Lacabe, Michael Kim-Eubanks,
Jeromey Shafer*

District 4

Carol Cole, Arlene Lum, Celina Reynes, Melissa Wong

District 5

*Cynthia Chandler, Rebecca Day-Rodriguez, Patrick Grajeda,
Leslie Robertson*

District 6

Donna Chamberlin, Ray Davis, Melissa Graham, Jim Prola

Mayor

Juan Gonzalez, Keith Harper, Maria Magallon, Susan Miranda

Wednesday, January 27, 2021

5:30 PM

Access the meeting remotely by using this URL
<https://us02web.zoom.us/j/88303014459>

San Leandro Community Advisory Budget Task Force conducted this meeting in accordance with the State Emergency Services Act, the Governor's Emergency Declaration related to COVID-19, and the Governor's Executive Order N-29-20 issued on March 17, 2020.

1. CALL TO ORDER

The meeting was called to order at 5:32 p.m.

1.A. Attendance

TASK FORCE MEMBERS PRESENT:

27 - Bailey, Brown, Camarillo, Chamberlin, Chandler, Cole, Davis, Day-Rodriguez, Erb, Fry, Gonzalez, Grant, Graham, Harper, Katz-Lacabe, Kim-Eubanks, Lum, MacFarlane, Magallon, Miranda, Offenberg, Prola, Reynes, Robertson, Shafer, Sheridan, Wong

TASK FORCE MEMBERS ABSENT

1 – Grajeda (excused)

STAFF MEMBERS PRESENT:

*Fran Robustelli, Interim City Manager
Liz Warmerdam, Assistant City Manager
Richard Pio Roda, City Attorney
Susan Hsieh, Finance Director
Keith Cooke, Director of Engineering & Transportation
Tim McVicker, Information Technology Technician
Sally Perez, Purchasing Technician, Finance
Jim O'Leary, Consulting Staff*

1.B. Announcements

a. Update on Community Engagement Strategies

No announcements were provided.

b. Update from Revenue Enhancement Ad Hoc Committee

Vice Chair Gonzalez informed the group that the first kickoff meeting will be this Saturday.

Assistant City Manager Warmerdam made the following announcements:

-Introduced and welcomed Interim City Manager Fran Robustelli.

-All department heads/executive staff are present and will attend future meetings during deliberations.

-Staff is still working on responses to requests for information and the minutes for the 1/13 meeting

Chair Day-Rodriguez encouraged all members to ask comments and questions, as a commitment to making the process "equitable and fair" providing ample opportunity for members to have the floor.

Chair Day-Rodriguez indicated that the meeting duration may be lengthened this evening.

2. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

There were approximately thirty-one (31) public speakers that provided public comment. Public Comments were provided by call-in and submitted in writing with request to be read aloud.

Comments were made by the following individuals:

Douglas Spalding, Joel Baum, Pam W., Virginia Madsen, Bernard Ashcraft, Ariam Asmerom, Evelynna Camacho-George, Krysta Scott, Erina Kim-Eubanks, Lawrence Andrews, Letty B., Mark Evans, Hoi Fei Mok, Ho Nguyen, Fona Ou, Beatriz Ramirez, Eric Reyes, Lindsay Teitelbaum, Stephen Michael Tow, Nora Trentacoste, Whitney

Walker, Molly Almeida, Addie Kitchen, Diane Aranda, Mitch Huitema, Kim, Olivia Reyes, Mike Thompson, Debbie Town, Carmen West-Jefferson, Jojo Wool-Baum

TASK FORCE MEMBER COMMENTS

Several members provided comments about the importance of public input and the possibility of handling Public Comments in a different manner.

City Attorney Pio Roda stated that the Task Force has the option to handle Public Comments differently provided that is clearly noted on the agenda, and that any documents provided to the body (task force) are made available to the public (online).

A member suggested adding the item to discuss changing the treatment of Public Comments on next meeting's agenda under Action Items.

3. ACTION ITEMS

3.A. Discussion on Extending Meeting Time to Three Hours

a. Discussion on Meeting Hours

Several members supported the meeting time extension to allow more time for dialogue.

Motion to approve extension of the meeting time to three hours (5:30pm to 8:30pm), with a five-minute break after the first hour, and another five-minute break after the second hour.

The motion was seconded.

There being no further comments, by consensus, the Task Force approved the item.

b. Public Comments

There was approximately one (1) public speaker that provided public comment.

Comments were made by the following individuals:

Douglas Spalding

3.B. [21-052](#)

Discussion and Possible Adoption of a Statement of Shared Values (15 minutes)

a. Adoption of Shared Value Statement

Motion to send the draft back to ad-hoc to include "transparency" and "will of the people", and discuss item further at the next meeting.

The motion was seconded.

There being no further comments, by consensus, the Task Force approved the item.

b. Public Comments

There were approximately three (3) public speakers that provided public comment. Public Comments were provided by call-in and submitted in writing with request to be read aloud.

Comments were made by the following individuals:

Douglas Spalding, Stephen Michael Tow, Vanessa Pineda Klein.

3.C. [21-053](#)

Review of Long-Term Budget Forecast and Budget Balancing Measures Implemented

a. Presentation on Long-Term Forecast and Measures Implemented Over the Last Ten Years (Reference: Budget pages 7-21)

https://www.sanleandro.org/depts/finance/city_budget/default.asp

Director Hsieh presented the item. Topics included: mission, FY 2020-21 General Fund (GF) revenues & expenditures, GF by category, GF expenditure by program, significant financial transactions and update, considerations for mid-year budget review, long range forecast model, city fiscal issues, GF long-term forecast, GF balance 10-year forecast, budget balancing measures implemented over the past 10 years, City actions to increase revenues and decrease expenditures.

b. Public Comments

There were approximately two (2) public speakers that provided public comment. Public Comments were provided by call-in and submitted in writing with request to be read aloud.

Comments were made by the following individuals:

Stephen Michael Tow, Douglas Spalding

c. Task Force Members' Questions

Several members provided comments and questions regarding the following:

Encouraged and reminded members to look at last three years budget to actual information provided and to come up with questions for City staff.

Fire dept. percentage difference of 1% in expenditures by program versus expenditures by category? City staff mentioned that the difference is due to repairs & maintenance, contributions to internal service funds, etc.

Strategies shared that were utilized in the past to deal with recession/economic downturn (circa 2007). The following actions were taken by the City: provided retirement incentives, soft hiring freeze, Council & Finance Committee review process hiring for essential positions, no permanent employees cut, travel funding was cut

Looking forward to revenue generating ad hoc committee's conversation about past

measures taken.

Follow up on request for information re: Summary of assumptions and funding of unfunded liabilities beyond 10-year model? Base year for 10-year model? Staffing level projections.

What assumptions are included in projections? (natural disasters, air quality, etc.)

Fire budget impacts from increased fire risk?

Road maintenance and street safety related to storms?

Funding needs for Capital projects - City staff mentioned that there is additional funding outside of GF (e.g. Alameda County Transportation Commission.)

Budget versus actuals – clarifying question re: projecting deficits in the budget and recognizing surplus in actuals.

City staff mentioned that there are contingency reserves, FEMA support and other funding agencies for one-time money.

City staff mentioned that open Purchase Orders and carryovers requests by various departments affect reserves. Unspent funds carrying over to next fiscal year.

3.D. Discussion and Possible Approval of Town Hall Meeting

a. Creation and Selection of Ad Hoc Members to Plan Town Hall Meeting

Motion to select ad hoc members was made.

The motion was seconded.

There being no further comments, by consensus, the Task Force approved the item with members as follows:

Bailey, Day-Rodriguez, Erb, Gonzalez, Grant, Katz-Lacabe, Magallon

b. Selection of Date for Town Hall Meeting

Roll call vote was taken as follows:

3 - February 27: Harper, Katz-Lacabe, Kim-Eubanks

21 - March 6: Bailey, Brown, Camarillo, Chamberlin, Chandler, Cole, Davis, Day-Rodriguez, Erb, Fry, Gonzalez, Grant, Graham, Lum, MacFarlane, Magallon, Offenberger, Prola, Reynes, Shafer, Wong

2 - Abstained: Robertson, Sheridan

*By majority vote, the Town Hall Meeting was scheduled for:
March 6, 2021 from 11am to 3pm*

c. Public Comments

There were approximately two (2) public speakers that provided public comment. Public Comments were provided by call-in and submitted in writing with request to be read aloud.

Comments were made by the following individuals:

Douglas Spalding, Ginny Madsen

4. TASK FORCE MEMBER COMMENTS

Several members provided comments as follows:

Expressed thank-you to City staff for providing useful information.

Members are encouraged to:

Examine at salaries and compensation on transparentcalifornia.com

Attend City Council meetings

Look at salary schedules

Follow up on detailed line items – misc. accounts

Controls for Overtime and open Pos

Importance of integrity

5. ADJOURN

The meeting was adjourned at 9:21 p.m.