

CITY OF SAN LEANDRO

MEMORANDUM

DATE: April 6, 2012

TO: Finance Committee

FROM: Chris Zapata, City Manager

BY: James H. O'Leary, Interim Finance Director

SUBJECT: Follow-Up Discussion Regarding Composition and Appointment
Recommendation Process for Citizen Oversight Committee Related to Measure Z

Ordinance 2010-022, that created the Transaction and Use Tax, calls for formation of a Citizens Oversight Committee. Section 2-19-165 in summary states:

There shall be a five-member committee of members of the public to review and report on the revenue and expenditure of funds from the tax adopted by this chapter. Prior to the operative date, the City Council shall adopt a resolution establishing the composition of the committee and defining the scope of its responsibilities. The section called for the City Council to complete appoint of the members of the committee by the end of 2011.

Retail businesses and residential and business consumers represent community segments most directly impacted by Measure Z. The following is the composition for the Citizens Oversight Committee as approved by the City Council:

- Representative of the San Leandro Chamber of Commerce.
- Retail representative from the Downtown Business Association
- Officer from a homeowner or neighborhood association.
- City Board or Commission member.
- Owner or manager of a business located in San Leandro.

The Finance Committee also discussed the meeting frequency and terms for members on the Citizen Oversight Committee. It was agreed that at least during the first year, the Citizen Oversight Committee may need to meet more than once, although it may not be necessary to meet more than once each year in the future. Membership limits should be set at two 3-year terms.

On April 2, 2012, the City Council approved the resolution establishing the composition of the Citizen Oversight Committee. Now that the committee composition has been approved by the City Council, the Finance Committee should discuss and develop a selection process, from which the City Clerk will be able to advertise for applications from the approved composition.