



City of San Leandro

Civic Center
835 East 14th Street
San Leandro, California

Minutes

Finance Committee

Mayor Pauline Russo Cutter
Councilmember Pete Ballew
Councilmember Corina N. Lopez

Tuesday, November 2, 2021

4:00 PM

Access the meeting remotely by using this URL
<https://us02web.zoom.us/j/81913603321>

1. CALL TO ORDER

Meeting Began at 4:02 P.M.

1.A. Attendance

COMMITTEE MEMBERS PRESENT:

Mayor Pauline Cutter
Councilmember Pete Ballew
Councilmember Corina Lopez

STAFF MEMBERS PRESENT:

Fran Robustelli, City Manager
Janelle Cameron, Assistant City Manager
Susan Hsieh, Finance Director
Thomas Liao, Community Development Director
Abdul Pridgen, Chief of Police
Elisa Ma, Administrative Assistant III
Tim McVicker, IT Technician

1.B. Announcements

Announcement regarding COVID-19 guidelines presented.

2. DISCUSSION ITEMS

2.A [21-618](#)

Staff Report for Discussion on Section 115 OPEB (Other Post-Employment Benefits) Trust and Pension Trust Investment Report for the Quarter Ended September 30, 2021

Attachments: [OPEB Trust and Pension Trust Investment Report 3Q 2021](#)

Finance Director Hsieh provided an overview regarding the third quarter 2021 Investment Performance for the City's Pension and Other Post-Employment Benefits Trust.

She advised the Committee that the City continued to invest the funds that were authorized by the City Council into the Pension Trust, using a dollar-cost averaging

strategy. This strategy would help the City to reduce the risks of volatility/market downturn.

She also advised the Committee that the City's Other Post-Employment Benefits Plan (OPEB) achieved a healthy funding ratio.

No public comments. Council Member comments:

Council Member Lopez inquired about the investment returns for the OPEB Trust and Pension Trust. She also requested that in the future, to have the information presented with some relativity and comparable data to ensure that a clear understanding is achieved.

Council Member Bellew asked if the City Council or Finance Committee ever established a goal-range for the funded status of OPEB, and it would be beneficial to set a goal.

Mayor Cutter stated the goal could be at 90% with the possibility of the remaining funds to be invested in other trusts. Mayor Cutter would like an OPEB Actuary to possibly be invited to a future meeting to present and establish a goal-range for the investment.

Council Member Lopez and City Manager Robustelli agreed with establishing a goal for the trust, noting that when the trust is fully funded, other funds can be applied to other areas of need within the City.

Staff advised the Committee that the City will engage an actuary for an analysis and present the information to the Committee at a future meeting.

21-626

Staff Report for an Update on the Implementation of Budget Task Force Recommendations

Attachments: [List of Budget Task Force Recommendations](#)
[Update Regarding Budget Task Force Recommendation Implementation Status](#)

Director Hsieh provided a status update regarding the implementations of the Budget Task Force recommendations. In March 2021, the Budget Task Force presented their top 11 recommendations to the City Council. Some of the recommendations that were presented followed the City Council's priorities and were funded or partially funded as part of the 2021-2023 budget adoption. There are some recommendations that will require more research and analysis to determine the appropriate changes and structure.

Per the Budget Task Force's recommendations, The City will work with the San Leandro Improvement Association (SLIA) to hire Safety Ambassadors who will interact with Downtown residents and businesses before issues get to the police. Implementation of the Ambassador program will take place December 1, 2021.

Regarding having a Grant Consultant for the City, a contract has been entered with Townsend to assist with Grant writing and funding advocacy.

For Mental Health Services, The City will establish a mental health program in partnership with the Alameda County Fire Department and contracted nurse practitioners. Staff will work to change the 911 system to support the needs of this program. Implementation is expected to be completed within six months to one year.

In terms of the Navigation Center, staff is actively looking into different locations.

Recommendations regarding Police Oversight included the creation of a Police Review Board and independent contracted Police Auditor. These recommendations will be presented to the City Council during this month, a second reading of the ordinance will be held in December. The establishment of a seven-member review board is expected to be completed during the first quarter of 2022

Staff has made some implementations for Climate Action Plan, process is ongoing.

The Budget Task Force recommended funding for the Street Maintenance Program. One of the two new positions authorized by the Council has already been filled. The second one is expected to be filled in Spring 2022.

For the Development Impact Fee study, staff is planning to begin the request for proposal (RFP) process at the end of fiscal year 2022 or the beginning of fiscal year 2023.

The Budget Task Force recommended to increase budget for Building Maintenance, and the Council approved funding for a building maintenance assessment study. Staff is planning to begin the RFP process in late Spring 2022. Staffing resources will be devoted to upgrading city facility HVAC systems and air filtrations using American Rescue Plan Act stimulus funds first.

\$4.5M was approved by the Council in funding for Street and Road Maintenance. Work is to take place in fiscal year 2023.

Regarding the Financial Software System, an RFP has been issued for a needs assessment and staff is in the process of drafting a contract with Tyler Technologies for the system upgrade.

Task Force recommendation to conduct a Fee Study for Citywide fees. Funds have been allocated for the current fiscal year and staff is in the process of developing a timeline.

For Community Engagement and Outreach, staff is in the process of soliciting input and developing a plan.

Timeline for Performance Measures is still being researched and it is being planned for the next budget.

City Manager, Fran Robustelli, mentioned the timeline regarding the Police Oversight has been slightly modified due to Police Oversight being in active negotiations with employee labor groups. City is required by law to meet with groups to confer on impacts that may happen with the implementation of the Police Oversight.

After the presentation, the Committee asked clarifying questions and provided comments/feedback to staff.

2.B FUTURE AGENDA ITEMS

Mayor Cutter commented that she would like to have Community Town Halls to offer the community more ways to discuss input regarding all that happens within the City in

terms of the City's finances and the Budget Task Force.

3. PUBLIC COMMENTS

No public comments

4. COMMITTEE MEMBER COMMENTS

Council Member Lopez commended and thanked Staff for the well presented information and overall, the City of San Leandro is doing well and is thankful to be able to comment on funding for different programs.

Mayor Cutter commented wanting to think of more ways on how to bring in more businesses into the City and essentially bringing in more revenue and making the City a better place for the community

5. ADJOURN

Meeting Adjourned : 5:02PM

6. MEETING ACCESSIBILITY