



**MINUTES OF THE SPECIAL CITY COUNCIL MEETING**  
**Conference Room 2A**  
**777 B Street, Hayward, CA 94541**  
**Saturday, April 28, 2018, 9:00 a.m.**

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The Meeting of the Special City Council was called to order by Mayor Halliday at 9:00 a.m., followed by the Pledge of Allegiance led by Council Member Lamnin.

**ROLL CALL**

Present: COUNCIL MEMBERS Zermeño, Márquez, Mendall, Peixoto, Lamnin, Salinas  
MAYOR Halliday  
Absent: None

**PUBLIC COMMENTS**

There were no public comments.

**SPECIAL WORK SESSION**

1. Proposed FY 2019 Operating Budget - Departmental Budget Presentations (Report from Finance Director Claussen) **WS 18-017**

City Manager McAdoo provided a roadmap for the day and noted that the FY 2019 Budget Development Principles included a status quo budget, no additional full-time employee requests unless cost neutral, identify unfunded CIP needs, and identify efficiency measures.

City Manager McAdoo provided a status update of the General Fund Five-Year Plan. It was recommended that staff consider a plan for communicating options should the revenue ballot measures be unsuccessful.

City Manager McAdoo provided an overview of the status of FY 2018 highlighted goals, highlighted goals for FY 2019, and significant FY 2019 budget changes for the City Manager's Office; and responded to questions related to the proposed Deputy City Manager position.

Members of the City Council provided the following recommendations. For FY 2019 Goals: (1) add a target to Item No. 4 (Continue leading Caltrans/Route 238 property disposition project) for the number of property groups that are planned to be disposed of, (2) correct the metrics for Item 11 (signage program) and Item 12 (content and audit of the website), (3) change the metric for Item No. 1 (Council agenda and reports) to indicate that agendas and reports will be delivered by the Thursday before the City Council meeting, (4) add language to Item No. 20 (Homeless Action Plan) related to Task Force members who are/were homeless individuals; consider desired zoning uses as the Economic Development Strategic Plan gets reviewed relative to the Tennyson Corridor; clarify the Budget Message (page 5) by noting that Measure A changed to Measure D in June 2016 and that Measure C was approved by voters in 2014; and have consistency in the FY 2019 Proposed Budget when referring to the members of the community.

Interim Public Works Director Ameri provided an overview of the status of FY 2018 highlighted goals, highlighted goals for FY 2019, and significant FY 2019 budget changes for the Public Works Department; and responded to questions related to the subcontractor substitution related to Fire Stations 1-5 Improvements project; traffic circulation throughout the City; issues with hangar rates at the Executive Airport; Old Highland agreements; and Pavement Management Index value and Senate Bill 1 legislation. Members of the City Council provided the following recommendations: explore a way to capture concerns/complaints from Access Hayward to identify issues in the department; review FY 2019 Key Service Goals and Metrics and consider adding measurable metrics; and add another goal around CIP needs for the Airport.

Utilities and Environmental Services Director Ameri provided an overview of the status of FY 2018 highlighted goals, highlighted goals for FY 2019, and significant FY 2019 budget changes for the Utilities and Environmental Services Department; and responded to questions related to: the Advanced Metering Infrastructure (AMI) project; Water Capital Replacement fees; Connection Fee to Sewer Improvement; request for Senior Water Resources Engineer addition; and China's recycling ban and any impact to the City. Members of the City Council provided the following recommendations: clarify the figures for Liability Insurance Premium for FY 2016, FY 2017 and FY 2018 on page 314; and partner with the Public Information Officer and his team to educate the public about the Advanced Metering Infrastructure (AMI) project using YouTube videos in multiple languages.

The City Council took a recess at 10:59 a.m., and reconvened the meeting at 11:12 a.m.

Maintenance Services Director Rullman provided an overview of the status of FY 2018 highlighted goals, highlighted goals for FY 2019, and significant FY 2019 budget changes for the Maintenance Services Department; and responded to questions related to: multifamily unit housing and illegal dumping; trees for the Tennyson Corridor; restrictive signage for 25 new streets; updates to drains to the bate signage and bicycle safe grates; camp abatement; replacement of roof at the old City Hall; Waste Management contractual garbage pickup obligation; street sweeping; and South Hayward BART JPA. The following recommendation was provided: explore internalizing landscape improvement projects and adding them to the task list for Maintenance and Public Works departments in 2020.

Library Director Reinhart provided an overview of the status of FY 2018 highlighted goals, highlighted goals for FY 2019, and significant FY 2019 budget changes for the Library Department; and responded to questions related to: the new library; Library Commission; the Hayward Promise Neighborhood Initiative; merchandize at the gift shop of the new library; and library fines. Members of the City Council provided the following recommendations: consider evaluating increasing library hours and Sunday hours if revenue measures and other initiatives are successful; and under FY 2019 Objectives/Goals, continue to report on library operations, public services, and education services.

Police Chief Koller provided an overview of the status of FY 2018 highlighted goals, highlighted goals for FY 2019, and significant FY 2019 budget changes for the Police Department; and responded to questions related to: jail operation closure and jail opening to



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other jurisdictions; social media; Sanctuary City policy; incidents at Southland and SMASH operations; revenue from Photo Red Light; the Police Administration Building (PUB); elimination of one Community Services Officer; and collisions at intersections. Members of the City Council provided the following recommendations: consider adding numeric targets to FY 2018 Key Service Goals/Objectives and elaborate on the status section; and evaluate expanding the Neighborhood Alert Program and offering it in different languages.

The City Council took a recess at 12:35 p.m., and reconvened the meeting at 1:11 p.m.

Information Technology Director Kostrzak provided an overview of the status of FY 2018 highlighted goals, highlighted goals for FY 2019, and significant FY 2019 budget changes for the Information Technology Department; and responded to questions related to: update on grant for Fiber Optic; communication sent to the organization regarding suspicious email; and disaster preparedness and emergency response.

Interim Development Services Director Bristow provided an overview of the status of FY 2018 highlighted goals, highlighted goals for FY 2019, and significant FY 2019 budget changes for the Development Services Department; and responded to questions related to: update on the La Vista Park project; staffing and service improvement; land uses for the Tennyson Corridor; Form-Based Codes' revision; Downtown Specific Plan; and status of new permitting software. Members of the City Council provided the following recommendations: conduct an analysis of requirements of municipalities related to processes at the Permit Center and compare them with the City's requirements; add a goal under FY 2019 Key Service Goals and Metrics related to the La Vista Park project; explore opportunities to be flexible in attracting businesses to Hayward; consider getting the Seismic Soft-story Retrofit Program back on track; explore how developers can integrate Complete Communities Strategic Initiative Action Plan into their proposals.

Fire Chief Contreras provided an overview of the status of FY 2018 highlighted goals, highlighted goals for FY 2019, and significant FY 2019 budget changes for the Fire Department; and responded to questions related to: increase in service calls; captain promotion; adequate resources and training to mitigate emergencies; Center for Public Safety Excellence (CPSE) Accreditation; open house for the improved fire stations; disaster preparedness and mutual aid reimbursement. The following recommendation was provided: consider adding more information to FY 2019 to measure successes and improvements.

Human Resources Director Collins provided an overview of the status of FY 2018 highlighted goals, highlighted goals for FY 2019, and significant FY 2019 budget changes for the Human Resources Department; and responded to questions related to: addition of a Human Resources Technician and scope of the Personnel Commission and development of goals. The following recommendation was provided: consider adding a Diversity Analysis of Citywide staffing to FY 19 Key Service Objectives/Goals.

Finance Director Claussen provided an overview of the status of FY 2018 highlighted goals, highlighted goals for FY 2019, and significant FY 2019 budget changes for the Finance Department; and responded to questions related to: Customer Appreciation Week and customer satisfaction survey.

City Clerk Lens provided an overview of the status of FY 2018 highlighted goals, highlighted goals for FY 2019, and significant FY 2019 budget changes for the City Clerk's Office; and responded to questions related to resignations from Council's appointed bodies; election cost; and Passport Program. The following recommendation was provided: explore providing interpretation services in different languages for individuals in need of the service.

City Attorney Lawson provided an overview of the status of FY 2018 highlighted goals, highlighted goals for FY 2019, and significant FY 2019 budget changes for the City Attorney's Office; and responded to questions related to: the Sanctuary City policy; increase in insurance costs; Assembly Bill (AB) 1912 relating to retirement liabilities of Joint Powers Authorities (JPA); and body camera videos related to use of force.

There were no questions related to the FY 2018 highlighted goals, highlighted goals for FY 2019, and significant FY 2019 budget changes for the Mayor and City Council Department. It was recommended to add "state" to Item No. 6 under FY 19 Key Service Goals and Metrics.

City Manager McAdoo provided an overview of FY 2019 next steps and options (reduction in allocation to fleet capital, three month hiring deferral, PERS prepayment, and negotiated savings) to reduce the use of General Fund reserves in FY 2019; and responded to questions related to possible revenue from November ballot measures and Cannabis revenue.

## **ADJOURNMENT**

Mayor Halliday adjourned the special meeting at 3:44 p.m.

## **APPROVED**

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Barbara Halliday  
Mayor, City of Hayward

## **ATTEST:**

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Miriam Lens  
City Clerk, City of Hayward