



COUNCIL BUDGET & FINANCE COMMITTEE MEETING
Meeting Minutes of September 16, 2020

Call to Order: 5:00 p.m.

Members Present: Mayor Barbara Halliday, Councilmember Sara Lamnin and Councilmember Aisha Wahab

Staff: Kelly McAdoo, Maria Hurtado, Dustin Claussen, Nicole Gonzales, Nick Mullins, Rick Rivera

Guests: Whitney Crockett, Vikki Rodriguez with Maze and Associates

Public Comments: None

1. Approval of Meeting Minutes from July 29, 2020

Action: A motion was made by Mayor Halliday to approve the minutes of the July 29, 2020 Council Budget and Finance Committee (CBFC) meeting. Motion seconded by Councilmember Wahab. Unanimous approval as submitted.

2. FY 2020 Annual Audit Process

- Vikki Rodriguez, Maze Associates presented the FY 2020 Annual Audit Process and discussed the scope of the audit. She answered Committee questions, and there was discussion on fraudulent activities and concerns. Additional discussion was made of the audit process and what auditors review such as testing/sampling, etc.

Action: Committee received the presentation.

3. Overview of Participatory Budgeting Principles and Examples

- Director Claussen presented overview of participatory budgeting principles.
- A review of regional agencies who have implemented participatory budgeting was presented.

- There was also discussion of areas where the City of Hayward has implemented participatory budgeting in some way or another.
- Councilmember Wahab explained that roughly \$1 million included in Community Services Commission (CSC) is a participatory budget process. She expressed expanding a survey to the CSC and the public to help prioritize service needs. She added that she would like to review the open end/text survey questions.
- Councilmember Wahab did not generally see a need to change or expand the current process, but perhaps hold a budget work session specifically to the police budget. In addition, a postcard should be included in regular mailings.
- Councilmember Lamnin confirmed that there is a participatory budgeting process in CSC and agreed that we should have a more granular discussion on police budgeting. She suggested adding the referenced item to the CBFC November 18, 2020 meeting. She then shared Next 10 as a way to expand participatory budgeting process.
- Mayor Halliday recommended incorporating the survey or participatory budgeting process during the “City Hall to You” program events.
- All Committee members agreed that there was no need for a new program; however, ways to expand with a specific amount of funding should be researched.

Action: Committee received the presentation.

4. Review of FY 2021 Agenda Planning Calendar

- Councilmember Wahab requested a FY 21 first quarter financial outlook and felt comfortable cancelling the November 18, 2020 meeting.
- Councilmember Lamnin asked that granular detail around police budget be added to the November 18, 2020 meeting.
- No other feedback was provided.

Action: The Committee received the report, and staff will integrate Committee feedback into Participatory Budgeting and present at a later date.

Committee Members/Staff Announcements: None.

Adjournment: The meeting was adjourned at 6:13 p.m.