



**SPECIAL CITY COUNCIL MEETING  
REMOTE PARTICIPATION  
Saturday, May 15, 2021, 9:00 a.m.**

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The Special City Council meeting was called to order by Mayor Halliday at 9:00 a.m. The meeting was conducted utilizing teleconferencing and electronic means consistent with State of California Executive Order No 29-20 dated March 17, 2020, regarding the COVID-19 pandemic. Members of the City Council, City Staff, and members of the public participated via the Zoom platform.

**Pledge of Allegiance:** Council Member Andrews

**ROLL CALL**

Present: COUNCIL MEMBERS Andrews, Lamnin, Márquez, Salinas, Wahab, Zermelo  
MAYOR Halliday

Absent: None

**WORK SESSION**

1. Council Budget Work Session: Review of Proposed Fiscal Year 2022 Operating Budget and the Five-Year Plan and Receive and Discuss Department Budget Presentations **WS 21-023**

City Manager McAdoo noted there was a revised schedule of presentations due to scheduling conflicts involving a switch of the Police Department with the City Manager's Office allotted time.

City Manager McAdoo provided a high-level overview of cost saving measures in the General Fund and other funds and the City's five-year plan which included total revenues, expenditures and use of reserves. Finance Director Claussen provided an overview of revenue and expense assumptions in the General Fund for proposed FY 2022; provided an overview of revenue and expenditures over a five-year period; and gave an overview of the General Fund five-year forecast.

Members of the City Council offered preliminary input: consider an additional \$1 million contribution toward the OPEB (Other Post-Employment Benefits) and ARC (Annually Required Contribution); consider a citywide assessment of services provided and identify what constitutes a priority for residents and City functions; consider a staffing level analysis; prioritize repayment of employee concessions/elimination of furloughs; consider viability of reducing supplies and services for Mayor's office in proposed FY 2022; add FY 2021 accomplishments to each department and add a section related to COVID-19 accomplishments; and hold a work session to review assumptions in a 10-year forecast and use a model to run scenarios as it was done in 2017.

Staff was asked to confirm the amount of cannabis revenue that was intended to go towards the Hayward Community Foundation.

Members of the City Council commended City department heads on their service delivery particularly during the pandemic, commitment to the City Hayward, and leadership. Fire Chief Contreras was recognized for his leadership during the pandemic.

The information provided below captures departmental presentations and City Council recommendations. Members of the City Council asked clarifying questions related to the presentations.

### **Maintenance Services Department**

Maintenance Services Director Rullman provided an overview of the Maintenance Services Department budget: FY 2020-FY 2022 budget comparison, significant changes planned for FY 2022, organization chart, and FY 2021 highlights/accomplishments.

Members of the City Council provided the following suggestions: appreciate the transition to Electric Vehicle (EV)/Hybrid models but Tesla cars might not be safe for Hayward Police Department (HPD) personnel especially for high-speed engagement; consider highlighting for residents that Caltrans is the jurisdiction responsible for on/off freeway ramp debris; continue to coordinate with Alameda County Waste Management for services related to dumping of bulky items and leverage the partnership; consider a City liaison to agencies for advocacy related to graffiti, utility boxes and bus shelter issues; continue to promote the Adopt a Block Program; and increase the message urging folks to keep streets clean and recycle accordingly.

### **Development Services Department**

Assistant City Manager Ott and Acting Deputy Development Services Director Buizer provided an overview of the Development Services Department budget: FY 2020-FY 2022 budget comparison, significant changes planned for FY 2022, organization chart, and FY 2021 highlights/accomplishments.

Members of the City Council provided the following suggestions: expedite the plan to open the Permit Center and assist businesses as the economy opens; continue to provide updates on the status of developments on a regular basis; continue to exercise flexibility with sliding scale fees; and continue to assist small builders and residents who want to make changes to their properties.

### **City Clerk's Office**

City Clerk Lens provided an overview of the City Clerk's office budget: FY 2020-FY 2022 Budget Comparison, significant changes planned for FY 2022, organization chart, and FY 2021 highlight/accomplishments.



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Mayor Halliday called for a recess at 10:50 a.m., and the meeting reconvened at 10:59 a.m. Mayor Pro Tempore Wahab chaired over the meeting while Mayor Halliday offered welcoming remarks at a virtual Hayward Youth Commission Conference.

**Public Works Department**

Public Works Director Ameri provided an overview of Public Works Department budget: FY 2020-FY 2022 budget comparison, significant changes planned for FY 2022, organization chart, and FY 2021 highlight/accomplishments.

Members of the City Council provided the following suggestions: consider a 30-minute meeting a month or two prior to Council Infrastructure Committee meetings for agenda setting with the chair of the committee; and engage the county and stopwaste.org as the department partners with local organizations to prepare for SB 1383 to go into effect related to outreach on organics recycling.

**City Manager's Office**

Assistant City Manager Ott provided an overview of the City Manager's Office budget: FY 2020-FY 2022 budget comparison, significant changes planned for FY 2022, organization chart, and FY 2021 highlight/accomplishments.

Mayor Halliday rejoined the Zoom meeting.

Members of the City Council provided the following suggestions: consider creating a list of homeowner associations and leaders that have developed over the last decades and engage with them using virtual tools with the goal to connect with residents and learn about their needs; focus and spend more funds in south Hayward similar to the Downtown Business Improvement Fund; consider one time funding for programs that are self-sustaining; and highlight efforts/services provided during COVID-19.

**Information Technology Department**

Information Technology Director Kostrzak provided an overview of the Information Technology Department budget: FY 2020-FY 2022 budget comparison, significant changes planned for FY 2022, organization chart, and FY 2021 highlight/accomplishments.

Members of the City Council had the following suggestions: address the digital divide that COVID has revealed; and consider ITIL training and certification for other departments that interact with Information Technology and utilize technology.

Mayor Halliday called a recess at 12:03 p.m., and reconvened the meeting at 1:00 p.m.

## **Fire Department**

Fire Chief Contreras provided an overview of the Fire Department budget: FY 2020 – FY 2022 budget comparison, significant changes planned for FY 2022, organization chart, and FY 2021 highlight/accomplishments.

Members of the City Council had the following suggestions: add a section devoted to all the work done with setting up the county-wide vaccination center and first free testing site; and honor the repayment of employee concessions/elimination of furloughs.

## **Human Resources Department**

Acting Human Resources Director Claussen provided an overview of the Human Resources Department budget: FY 2020-FY 2022 budget comparison, significant changes planned for FY 2022, organization chart, and FY 2021 highlight/accomplishments.

## **Finance Department**

Finance Director Claussen provided an overview of the Finance Department budget: FY 2020-FY 2022 budget comparison, significant changes planned for FY 2022, organization chart, and FY 2021 highlight/accomplishments.

## **Library Department**

Library Director Addleman provided an overview of the Library Department budget: FY 2020-FY 2022 budget comparison, significant changes planned for FY 2022, organization chart, and FY 2021 highlight/accomplishments.

Members of the City Council had the following suggestions: consider having an internship/fellowship program, job seeking program, and community programming offered through the library; evaluate feasibility of offering library services seven days a week; work in collaboration with other community organizations; and ensure grant revenue is reflected in the budget.

Mayor Halliday called a recess at 2:18 p.m. and reconvened the meeting at 2:25 p.m.

## **City Attorney's Office**

City Attorney Lawson provided an overview of the City Attorney Department budget: FY 2020-FY 2022 Budget Comparison, significant changes planned for FY 2022, organization chart, and FY 2021 highlight/accomplishments.

Members of the City Council had the following comments: consider the task of creating a list of homeowner associations and engaging with their leadership an internship project; consider coordinating a citywide internship program managed by the Library Department; and provide information on how the City can reduce insurance premium costs.



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**Police Department**

City Manager McAdoo noted the Hayward Police Department (HPD) budget did not include any recommendations from the Public Safety Policy Innovation Workshop group and encouraged the Council to make any budget recommendations at the May 18, 2021 Public Safety Policy Innovation Workshop hearing and the budget could be modified based on any recommendations from the May 18 Council meeting.

Police Chief Chaplin provided an overview of the Police Department budget: FY 2020-FY 2022 budget comparison, significant changes planned for FY 2022, organization chart, and FY 2021 highlight/accomplishments.

Members of the City Council had the following suggestions: add accomplishments to the budget; consider a staffing level analysis for HPD; focus on crime investigation and crime solving and provide metrics for solved cases; consider crafting a privacy policy; continue to report citywide crime statistics on a regular basis; consider partnering with the Public Works Department to work on urban design to deter crime; consider a gun buyback program; and investigate how Hayward can position itself to recover from opioid settlements.

**Mayor and City Council's Office**

City Manager McAdoo provided an overview of the Mayor and Council budget: FY 2020-FY 2022 budget comparison, significant changes planned for FY 2022, organization chart, and FY 2021 highlight/accomplishments.

There was a suggestion to consider concessions as needed.

City Manager McAdoo noted that since all department presentations were completed, there would not be a need for a second work session on May 18, 2021, and once the Police Department budget recommendations were incorporated, the public hearing and adoption of the budget would occur on June 1, 2021.

**PUBLIC COMMENT**

Ms. Deanna Bogue expressed support for the Hayward Police Department and highlighted the department has a record of demonstrating compliance with the Commission on Accreditation for Law Enforcement Agencies (CALEA).

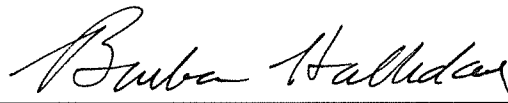
Mr. Ed Bogue inquired about the broadcasting of the meeting on Channel 15. City Clerk Lens stated the work session would broadcast on May 17, 2021 starting at 5:00 p.m. and rebroadcast on May 18, 2021 starting at 11:00 a.m.

Council Member Wahab thanked Finance Director Claussen and the Finance Department for their efforts putting together the City budget.

**ADJOURNMENT**

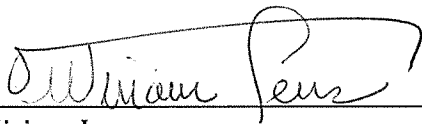
Mayor Halliday adjourned the special meeting at 4:00 p.m.

**APPROVED**

A handwritten signature in cursive script, reading "Barbara Halliday", written over a horizontal line.

Barbara Halliday  
Mayor, City of Hayward

**ATTEST:**

A handwritten signature in cursive script, reading "Miriam Lens", written over a horizontal line.

Miriam Lens  
City Clerk, City of Hayward