



City of San Leandro

Meeting Date: October 19, 2015

Minutes

File Number: 15-585 **Agenda Section:** CONSENT CALENDAR

Agenda Number: 8.D.

TO: Finance Committee

FROM: Chris Zapata
City Manager

BY: David Baum
Finance Director

FINANCE REVIEW: David Baum
Finance Director

TITLE: Highlights of the Finance Committee Meeting of September 15, 2015

CITY OF SAN LEANDRO

FINANCE COMMITTEE

September 15, 2015
5:00 - 6:15p.m.

San Leandro City Hall
835 East 14th Street
San Leandro, California
(Sister Cities Gallery)

HIGHLIGHTS

1. CALL TO ORDER

Mayor Pauline Russo Cutter called the meeting to order at 5:00p.m.

1.A. Attendance

Committee members present: Mayor Pauline Russo Cutter, Vice Mayor Jim Prola, Councilmember Benny Lee

City staff present: City Manager Chris Zapata, Finance Director David Baum, Assistant Finance Director Will Fuentes, Budget, Compliance and Risk Manager Mary Ann Perini, Police Business Manager Scott Koll, Engineering & Transportation Director Keith Cooke, Acting Recreation & Human Services Director Breyana Brandt

Public present: Executive Director for The Boys & Girls Club, Bob Glotch, Grant Writer for The Boys & Girls Club, Pat Marino, Ivan Cornelius, Diana Souza

1.B. Announcements

None.

2. DISCUSSION ITEMS

2.A. The Boys & Girls Club Facility Renovation

Bob Glotch emphasized the need for renovations of The Boys & Girls Club which is estimated to cost \$10 million. Bob mentioned that The Boys & Girls Club plans to ask the Valley Foundation for \$6-\$7 million, the majority of the funds and is asking for \$1 million from the City of San Leandro.

The Boys & Girls Club provides programs for kids to assist in reading and math skills throughout San Leandro and San Lorenzo school districts and provides support to an estimated 1200 children a day.

Ivan Cornelius provided feedback regarding his experience as a child with The Boys & Girls Club and now serves on the Board of Directors and highlights the importance of renovating the facilities and the improvements it will provide for the ongoing programs.

Pat Marino revealed that The Boys & Girls Club is soliciting many organizations and individuals for donations.

Mayor Cutter explains that the school districts would need to confirm whether or not they will be continuing their programs and if they will be making the programs available to all children. Mayor Cutter also questioned construction costs and what The Boys & Girls Club plans to do to cut as much soft costs as possible and suggested starting with permit and building license fees.

Chris Zapata questioned the timeline and when The Boys & Girls Club plans to begin the project and how the project will be planned throughout.

Ivan Cornelius mentioned that the goal to begin construction is January 2016 and is expected to last 3 years. However, before they can approach the Valley Foundation for their donation, The Boys & Girls Club will need commitments from other donors.

Chris Zapata expressed concern for the City's current Unfunded Liabilities account and other organizations coming to the City for donations but also states that if the City is confident in the organization's proposal, the City will find the money needed.

Mayor Cutter suggested that The Boys & Girls Club provide a more exact figure for what they would need from the City and also requested a more structured plan of the project to be provided at the October 20th meeting where the Committee can make a recommendation to Council.

2.B. COPS Grant Program

David Baum reports that in July and August 2015, the City received letters from two agencies, within the Department of Justice (DOJ), requesting information in support of the \$2.4 million COPS grant received in 2010. The DOJ asserted that approximately \$110,000 of the Grant might be ineligible. The City is at risk for returning the City expenses deemed ineligible.

The City Manager, Police Chief and Finance Department collaborated on a comprehensive response to the audit and believe we have submitted revised cost reimbursement schedules that the DOJ/COPS administrators will approve. The City had previously submitted certain reimbursement requests for legitimate policing costs, such as uniform allowance and overtime, deemed ineligible under the COPS grant guidelines. City Auditor, Maze and Associates, actually provided independent verification of the City's proper accounting for grant reimbursements, to augment our 58 page response to the DOJ which was submitted on September 9, 2015

The DOJ letters were received by the City after the 2010 COPS grant was already spent.

City Accountants Norite Vong, Mayette Bailey and Police Business Manager Scott Koll attended training and received certification for Grant Management to show competence in the handling of grant money coming into the City.

Scott Koll provided feedback in regard to the detailed schedules showing how every dollar is spent in order to prevent forfeiture of reimbursable funds.

3. PUBLIC COMMENTS

None.

4. COMMITTEE MEMBER COMMENTS

The Committee expressed disappointment in regard to when San Leandro donates money to organizations to hold fund raisers and other charitable events here in the City of San Leandro but the organization ends up moving the event outside of San Leandro.

Mayor Cutter expressed concern about the dollar figure The Boys & Girls Club plans to ask the City for indicating she wants them to be sure of the amount in order to prevent the unexpected need for additional funds later.

5. ADJOURN

The meeting was adjourned at 6:15 p.m.

PREPARED BY: David Baum, Finance Director, Finance Department