



# City of San Leandro

Meeting Date: November 4, 2019

## Staff Report

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**File Number:** 19-572

**Agenda Section:** CONSENT CALENDAR

**Agenda Number:** 8.E.

**TO:** City Council

**FROM:** Jeff Kay  
City Manager

**BY:** Jeff Kay  
City Manager

**FINANCE REVIEW:** David Baum  
Finance Director

**TITLE:** Staff Report to Adopt an Ordinance Establishing the Salary of the Mayor

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### SUMMARY AND RECOMMENDATIONS

The City Council Rules Committee recommends that the City Council adopt an ordinance to establish the Mayor's salary at \$3,780 per month.

### BACKGROUND

The proposed increase to the Mayor's salary is submitted pursuant to the City Council Handbook -- Appendix A, "Guidelines Regarding the Setting of the Mayor's Salary," which permits the Mayor's salary be increased up to an amount not in excess of three (3) times the amount of a Councilmember's salary. The City Charter requires that the Mayor's salary is established by ordinance.

### ANALYSIS

The Mayor's current monthly salary is \$2,520 per month, which was established by Ordinance 2011-001. The Councilmembers' current monthly salary is \$1,260 per month, which was last established by Ordinance 2006-019. Consistent with the City Council Handbook, Mayor Cutter has requested that her salary be increased to three times the Councilmembers' salary, or \$3,780 per month.

### Committee Review and Actions

At its October 10, 2019 meeting, the City Council Rules Committee reviewed the Mayor's request to increase the Mayor's salary and voted to recommend the action to the City Council.

**Fiscal Impacts**

Setting the Mayor's annual salary to three times the Councilmembers' salary would increase by \$1,260 per month, which would have an annual budget impact of \$15,120.

**Attachment**

Memo to City Council from Mayor Cutter - November 2019

**PREPARED BY:** Emily Hung, Human Resources Manager, City Manager's Office

This memo outlines the required justification for a Mayoral salary increase as outlined in the 'Guidelines regarding the setting of the Mayor's Salary' described in the Council Member's Handbook, appendix A.

In my 21 years of elected and dedicated public service, first as a Board Member of the San Leandro Unified School District, then Councilmember, and now as Mayor serving the residents and City of San Leandro, my current capacity is the highlight of my public service career. Working alongside my colleagues, city staff, and the community, we have brought many exciting projects and initiatives to fruition. As I reflect on what I've accomplished as Mayor in partnership with the City Council and city staff, I'm enthusiastic about what the future holds for our great city.

San Leandro is flourishing. During my first year in office as Mayor, we issued a permit for the City's first medical cannabis dispensary, expanded our Wi-Fi to downtown, broke ground on major park upgrades, created a homeless task force, welcomed dozens of new businesses, decreased the City's unemployment by 6.1%, and launched several communication platforms. Since then, I have worked on many resiliency projects for our City. I believe I'm responsible for the City hiring the first Sustainability Manager in San Leandro to ensure that we are paying attention to climate change issues. With that topic in mind, I was responsible for obtaining two \$25,000 grants from Cities of Service of the Bloomberg Foundation. One of the grants was used to start the Adopt-A-Drain program and the other for more disaster preparedness efforts. The plan doesn't stop there, but rather will culminate in a volunteer platform for our City's residents to use.

I joined the US Conference of Mayors Climate Compact to make sure that our City stays on pace to reduce our carbon footprint by 80% by the year 2050. Another example of my leadership is the San Leandro Homeless Compact. The first of its kind in the State, it was introduced to provide housing for chronically homeless residents. In partnership with Building Futures and the Rental Housing Association, we started with the goal of housing 25 individuals; however, we've now proudly housed nearly 60 individuals. In addition to working with staff to increase our services for the homeless, we now have a reliable schedule for the warming shelters in the winter and cooling centers during the warmer months. This is in addition to the partnership with April Showers providing showers to our homeless residents.

I am also very proud of negotiating an agreement with the Port of Oakland for \$500,000 to help mitigate airport-related impacts to the Davis West community. The original agreement for a mitigation program had expired; however, we were able to reach an agreement allowing the Port to fulfill their responsibilities to the community, and in my opinion, "do the right thing."

There are many additional accomplishments of equal significance not listed here; however, I am most proud of the "kindness" movement that I initiated in our City. I established the movement with the attitude of how our community can help each other and the City. Our Police Department is now repeating the phrase "San Leandro is a City Where Kindness Matters," as well as other departments city-wide. The San Leandro Unified School District adopted curriculum for a "Kindness Week" for the elementary schools, and I often see people in our community wearing their "Kindness" buttons. I believe our Council shares and demonstrates those values as well.

As Mayor, I represent the City on many local, regional, state, and national boards, committees, and commissions. In our City, I conduct and chair all City Council meetings, work session meetings, and special meetings. Additionally, I chair four Council committees: Disaster Council, Facilities and Transportation Committee, Finance Committee, and Rules Committee. Because it is also so important to increase the City's visibility and ensure that we have a place at the table when policy and funding decisions are being made, I serve on five regional boards, including East Bay Bus Rapid Transit Policy Steering Committee, on the nine-county Bay Area Air Quality

Management District, as Chair for the East Bay Dischargers Authority and on the Alameda County Transportation Commission, where I will be serving as Chair for the next two years. Additionally, I serve as the Chair of the US Conference of Mayors Women's Leadership Alliance and as a member of the US Conference of Mayors Advisory Board. These positions are critical to the City because my presence there allows me to bring back new ideas and grant opportunities for San Leandro. The Alameda County Transportation Commission, for instance, has a budget of \$1 billion annually and through my future position as Chair of the Commission, San Leandro will have a greater influence on how it is spent.

I attend national and state conferences including the US Conference of Mayors, League of California Cities, and Smart City conferences among others to gather best practices and learn of innovative local programs such as partnerships with our schools, programs for the homeless, smart city programs, and using art as an economic development engine. I was invited to participate in the US Conference of Mayors Institute on City Design where I presented a case study on the City's efforts to improve our industrial area by using pop-up gathering spaces. I've also recently been invited to participate in the US Mayors' Smart City challenge where I will present a city challenge regarding our smart city efforts. I am also called upon to be a speaker at many conferences to discuss various City accomplishments including the City's progress in Smart City matters.

Closer to home, I hold regular office hours at City Hall and attend as many city-sponsored and community events as my schedule allows. I meet regularly with residents, community members, and business owners to discuss ideas and issues as they arise, often joining the San Leandro Chamber of Commerce on their "meet and greets" where I can learn more about businesses' needs from the City. I continue to foster relationships with neighboring cities and municipalities to ensure cooperation on important projects, and my leadership on many of these boards and commissions demonstrates the acclaim and respect I have garnered for San Leandro.

In my remaining years as Mayor, I plan to continue working just as hard as I have been to help San Leandro be a great place to live, work, play, and raise a family. This will include continuing to attend meetings, dedicating my time to implementing sustainable and climate change initiatives, representing San Leandro on regional boards, researching sustainable funding streams, originating new projects and initiatives, and continuing to attract entertainment and new restaurant venues to our city – all which align with the City Council's stated goals. I also look forward to working with my fellow Councilmembers, continuing to support and promote them and the work they are doing in their districts and throughout the community, as well as working on ongoing and exciting new opportunities and policy developments as they arrive.

I strongly believe that my contributions to the City of San Leandro fulfill the criteria to increase my salary to reflect my more than full-time dedication as Mayor since elected in 2014. Per the Councilmembers' handbook and the Charter for the City of San Leandro, I respectfully request that the Council consider a salary increase of \$1,260 per month as adopted in the Councilmembers' handbook, Appendix A. I have demonstrated specific and measurable accomplishments during my years in office and have worked on special projects which align directly with the City Council's goals and will continue to represent the City full time.

Thank you for your consideration.

Kind regards,

Mayor Pauline Russo Cutter



# City of San Leandro

Meeting Date: November 4, 2019

## Ordinance

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**File Number:** 19-571 **Agenda Section:** CONSENT CALENDAR

**Agenda Number:**

**TO:** City Council

**FROM:** Jeff Kay  
City Manager

**BY:** Jeff Kay  
City Manager

**FINANCE REVIEW:** David Baum  
Finance Director

**TITLE:** ORDINANCE Establishing the Mayor's Salary

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### Recital

Pursuant to Section 260 of the City of San Leandro Charter, the Mayor shall receive a salary established by ordinance.

NOW THEREFORE, the City of San Leandro City Council does **ORDAIN** as follows:

**SECTION 2.** The Mayor shall receive a salary of Three Thousand Seven Hundred Eighty dollars (\$3,780) per month.

**SECTION 3.** Ordinance No. 2011-01 is hereby repealed in its entirety, and replaced by this Ordinance.

**SECTION 4.** The provisions of this ordinance shall be operative December 18, 2019.

**SECTION 5. EFFECTIVE DATE AND PUBLICATION.** This ordinance shall take effect thirty (30) days after adoption. The City Clerk is directed to publish the title once and post a complete copy thereof on the City Council Chamber bulletin board for five (5) days prior to adoption.