



**BERKELEY CITY COUNCIL BUDGET & FINANCE COMMITTEE  
SPECIAL MEETING**

**Thursday, April 9, 2026  
10:00 AM**

Redwood Room – 2180 Milvia Street, 6th Floor, Berkeley, CA 94704  
Teleconference Location – 1619 Edith Street, Berkeley CA 94703

Committee Members:

Mayor Adena Ishii, Councilmembers Rashi Kesarwani and Brent Blackaby  
Alternate: Councilmember Igor Tregub

This meeting will be conducted in a hybrid model with both in-person and virtual attendance. Attend this meeting remotely using [Zoom](#). To request to speak, use the “raise hand” function in Zoom. To join by phone: Dial **1-669-254-5252 or 1-833-568-8864 (Toll Free)** and enter **Meeting ID: 161 354 0008**. To provide public comment, Press \*9 and wait to be recognized by the Chair. To submit a written communication for the Committee’s consideration and inclusion in the public record, email [policycommittee@berkeleyca.gov](mailto:policycommittee@berkeleyca.gov). All Committee meetings are recorded.

This meeting will be conducted in accordance with the Brown Act, Government Code Section 54953. Any member of the public may attend this meeting, however, if you are feeling sick, please do not attend the meeting in person.

Pursuant to the City Council Rules of Procedure and State Law, the presiding officer may remove, or cause the removal of, an individual for disrupting the meeting. Prior to removing an individual, the presiding officer shall warn the individual that their behavior is disrupting the meeting and that their failure to cease their behavior may result in their removal. The presiding officer may then remove the individual if they do not promptly cease their disruptive behavior. “Disrupting” means engaging in behavior during a meeting of a legislative body that actually disrupts, disturbs, impedes, or renders infeasible the orderly conduct of the meeting and includes, but is not limited to, a failure to comply with reasonable and lawful regulations adopted by a legislative body, or engaging in behavior that constitutes use of force or a true threat of force.

**California Government Code Section 84308 (Levine Act)** Parties to a proceeding involving a license, permit, or other entitlement for use are required to disclose if they made contributions over \$500 within the prior 12 months to any City employee or officer. Parties and participants with a financial interest are prohibited from making more than \$500 in contributions to a decisionmaker for the 12 months after the final decision is rendered on the proceeding. The above contribution disclosures and restrictions do not apply when the proceeding is competitively bid, or involves a personnel or labor contract. For more information, see Government Code Section 84308.

# AGENDA

## Roll Call

## Minutes for Approval

*Draft minutes for the Committee's consideration and approval.*

### 1. Minutes - February 26, 2026

## Committee Action Items

*The public may comment on each item listed on the agenda for action as the item is taken up. The Chair will determine the number of persons interested in speaking on each item. Up to ten (10) speakers may speak for two minutes. If there are more than ten persons interested in speaking, the Chair may limit the public comment for all speakers to one minute per speaker.*

*Following review and discussion of the items listed below, the Committee may continue an item to a future committee meeting, or refer the item to the City Council.*

### 2. Charter Officer Budget Reduction Plans

#### a. Office of the Director Police Accountability

Contact: Kathy Lee, Office of Director of Police Accountability, (510) 981-4950

#### b. City Auditor

Contact: Jenny Wong, Auditor, (510) 981-6750

### 3. City Leasing Overview

#### From: Public Works Department and Parks, Recreation, and Waterfront Department

Contact: Wahid Amiri, Public Works, (510) 981-6300; Scott Ferris, Parks, Recreation & Waterfront, (510) 981-6700

## Committee Action Items

**4. Budget Referral to Reissue the Request for Proposal (RFP) to Support Berkeley-Based Non-Profit Food Assistance Providers Serving Food Insecure Households and to Incorporate Food Insecurity as a Funded Category in Future Community Agency Grant Funding Cycles**

**From: Councilmember Kesarwani (Author)**

**Referred: February 23, 2026**

**Due: July 13, 2026**

**Recommendation:** Refer to the City Manager to reissue and fund a Request for Proposal (RFP) process as a short-term measure to support Berkeley-based non-profit food assistance providers serving food insecure households. Like the RFP that was issued in August 2024 , funds are intended for (but not limited to) the following needs: Expansion of capacity to service more people experiencing food insecurity, such as purchase of equipment; Hiring of additional staff to serve more people; and/or Other emerging needs to be determined. Refer \$300,000 annually in funding to the biennial FY 2026-27 to FY 2027-28 budget process to fund qualified proposals resulting from the RFP. Further, refer to the City Manager to establish food insecurity as a funded category for the Community Agency RFP process for future funding cycles to ensure city funds are permanently allocated to address this key priority and maximize sustainability for relevant non-profits.

**Financial Implications:** See report

Contact: Rashi Kesarwani, Councilmember, District 1, (510) 981-7110

## Items for Future Agendas

- **Requests by Committee Members to add items to the next agenda**

## Adjournment

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*Written communications submitted by mail or e-mail to the Budget & Finance Committee by 5:00 p.m. the Friday before the Committee meeting will be distributed to the members of the Committee in advance of the meeting and retained as part of the official record.*

*This meeting will be conducted in accordance with the Brown Act, Government Code Section 54953 and applicable Executive Orders as issued by the Governor that are currently in effect. Members of the City Council who are not members of the standing committee may attend a standing committee meeting even if it results in a quorum being present, provided that the non-members only act as observers and do not participate in the meeting. If only one member of the Council who is not a member of the committee is present for the meeting, the member may participate in the meeting because less than a quorum of the full Council is present. Any member of the public may attend this meeting. Questions regarding public participation may be addressed to the City Clerk Department (510) 981-6900.*

COMMUNICATION ACCESS INFORMATION:

This meeting is being held in a wheelchair accessible location. To request a disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact the Disability Services specialist at [ada@berkeleyca.gov](mailto:ada@berkeleyca.gov), (510) 981-6418 (V), or (510) 981-6347 (TDD) at least three business days before the meeting date. Attendees at public meetings are reminded that other attendees may be sensitive to various scents, whether natural or manufactured, in products and materials. Please help the City respect these needs.

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I hereby certify that the agenda for this meeting of the Standing Committee of the Berkeley City Council was posted at the display case located near the walkway in front of the Maudelle Shirek Building, 2134 Martin Luther King Jr. Way, as well as on the City's website, on April 7, 2026.



Mark Numainville, City Clerk

**Communications**

*Communications submitted to City Council Policy Committees are on file in the City Clerk Department at 2180 Milvia Street, 1st Floor, Berkeley, CA, and are available upon request by contacting the City Clerk Department at (510) 981-6908 or [policycommittee@berkeleyca.gov](mailto:policycommittee@berkeleyca.gov).*

**BERKELEY CITY COUNCIL BUDGET & FINANCE COMMITTEE  
REGULAR MEETING MINUTES**

**Thursday, February 26, 2026  
10:00 AM**

Redwood Room – 2180 Milvia Street, 6th Floor, Berkeley, CA 94704  
Teleconference Location – 1619 Edith Street, Berkeley CA 94703

Committee Members:

Mayor Adena Ishii, Councilmembers Rashi Kesarwani and Brent Blackaby  
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# MINUTES

**Roll Call:** 10:03 a.m.

**Present:** Blackaby, Ishii

**Absent:** Kesarwani

**Public Comment on Non-Agenda Matters:** 0 speakers.

## Minutes for Approval

*Draft minutes for the Committee's consideration and approval.*

### 1. Minutes - January 22, 2026

**Action:** M/S/C (Blackaby/Ishii) to approve the January 22, 2026 minutes.

**Vote:** Ayes - Blackaby, Ishii; Noes - None; Abstain – None; Absent - Kesarwani.

## Committee Action Items

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*Following review and discussion of the items listed below, the Committee may continue an item to a future committee meeting, or refer the item to the City Council.*

### 2. General Fund Revenue Update and Overview of Revenue Enhancements

**From:** Finance

Contact: Henry Oyekanmi, Finance, (510) 981-7300

**Action:** 0 speakers. Presentation made and discussion held.

### 3. Overview of Fund 501 Capital Improvement Fund

**From:** Public Works

Contact: Terrance Davis, Public Works, (510) 981-6300

**Action:** 0 speakers. Presentation made and discussion held.

## Unscheduled Items

*These items are not scheduled for discussion or action at this meeting. The Committee may schedule these items to the Action Calendar of a future Committee meeting.*

- None

## Items for Future Agendas

- None

## Adjournment

**Action:** M/S/C (Blackaby/Ishii) to adjourn the meeting.

**Vote:** Ayes - Blackaby, Ishii; Noes - None; Abstain – None; Absent - Kesarwani.

Adjourned at 12:05 p.m.

I hereby certify that the foregoing is a true and correct record of the Budget & Finance Committee meeting held on February 26, 2026.

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Keith Nesbit, Assistant City Clerk

## Communications

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**MEMORANDUM**

Date: April 6, 2026

To: Honorable Members of the Budget and Finance Committee

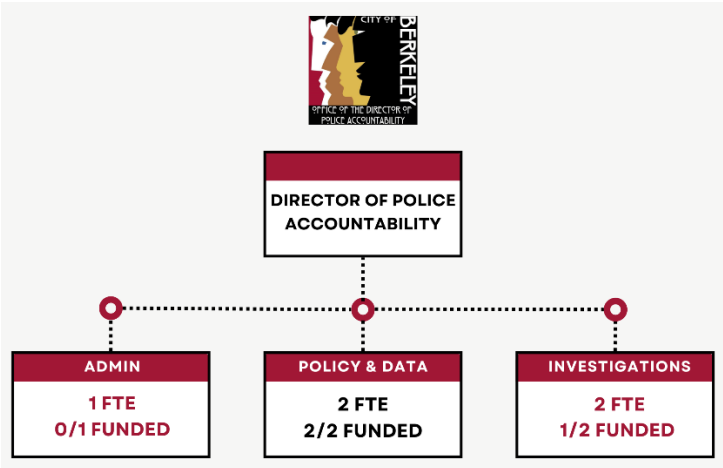
From: Katherine Lee, Interim Director of Police Accountability  
Jose Murillo, Policy Analyst

Subject: FY 2027–2028 Baseline Budget and Reduction Proposals for the Office of the Director of Police Accountability (ODPA)

The purpose of this memorandum is to summarize the ODPA’s current staffing structure, outline the baseline budget for Fiscal Years 2027 and 2028, and provide an overview of the proposed budget reductions under consideration.

**I. Current Staffing and Office Structure**

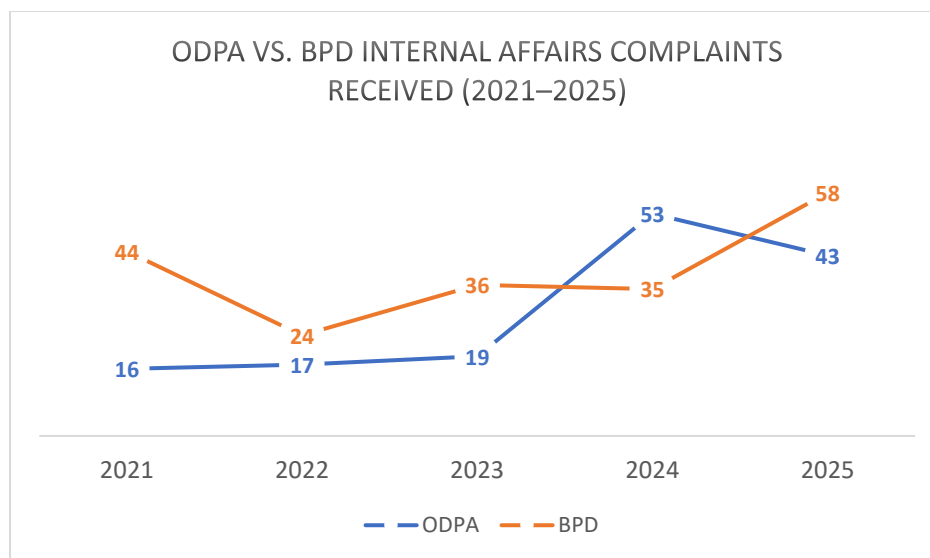
The ODPA was funded for six full-time equivalent (FTE) positions in Fiscal Years 2025 and 2026. The current hiring freeze has affected two of these positions, both of which are integral to the office’s operations. At present, the ODPA is staffed by four FTEs: the Director of Police Accountability, two Associate Management Analysts (serving as Policy Analyst and Data Analyst), and one Investigator. The frozen positions include a second Investigator and a third Associate Management Analyst, the latter intended to support the office’s administrative functions and previously classified as an Office Specialist III.



In response to these staffing constraints, administrative responsibilities have been reassigned to the Policy Analyst, with support from the Data Analyst. This approach has allowed the office to maintain core operations; however, it has reduced available staff capacity for policy development and research functions in support of the Police Accountability Board (PAB), as staff time is partially redirected to administrative tasks.

With respect to investigations, the sole Investigator is responsible for managing all complaints filed with the ODPa. Between 2021 and 2025, the ODPa investigated an average of approximately 30 complaints annually. Over the same period, the Berkeley Police Department (BPD) Internal Affairs unit investigated an average of approximately 39 complaints annually, with two investigators and dedicated administrative support. The 2024 Citygate report, *Workload Organizational Study of the Police Department*, recommended the addition of one clerical support position to assist the two sergeants assigned to Internal Affairs investigations to maintain a manageable workload.

In 2023, the ODPa requested and received approval for a second Investigator to address comparable workload demands and support operational sustainability. In addition to investigative responsibilities, the position was intended to assist the Policy Analyst with legal research and writing during periods of lower caseload. This position remained filled through April 2025. Since that time, the ODPa has operated with a single Investigator managing complaint intake and investigations, without dedicated clerical support, during a period in which workload has increased over the past five years.



The ODPa's current workload has been sustained across functions through the coordination and prior experience of existing staff; however, this approach may not be sustainable under continued resource constraints. Given the office's staffing level and the concentration of responsibilities within individual roles, changes in staffing may require a temporary reduction or reprioritization of services. The departure of a team member would likely necessitate a transition period before a replacement is able to fully assume

assigned responsibilities, which may affect the office’s short-term capacity to support the PAB. As a result, continuity of operations is closely tied to individual staff roles.

Routine staff absences, such as vacation or illness, can have a measurable impact on operations due to limited capacity to redistribute workload. During these periods, staff may need to prioritize time-sensitive functions, which can result in delays in other areas and affect overall service timelines. In response, the ODPa has explored technological solutions, including case management systems, to streamline operations and better utilize existing resources.

## II. Baseline Budget for Fiscal Years 2027 and 2028

The table below presents the Office of the Director of Police Accountability’s (ODPA) baseline budget allocation by major expenditure category for Fiscal Years 2027 and 2028, prior to any proposed reductions.

Category	FY 2027 Budget	FY 2027 (%)	FY 2028 Budget	FY 2028 (%)
Personnel	\$940,290.00	72.89%	\$975,596.00	73.37%
Lease	\$170,386.32	13.21%	\$173,794.08	13.07%
Non-Personnel	\$179,276.35	13.90%	\$180,255.31	13.56%
<b>Total</b>	<b>\$1,289,952.67</b>	<b>100.00%</b>	<b>\$1,329,645.39</b>	<b>100.00%</b>

In FY 2027, personnel costs account for 72.89% of the \$1,289,952.67 total budget, followed by non-personnel expenditures at 13.90% and lease costs at 13.21%. In FY 2028, personnel costs represent 73.37% of the total budget, with non-personnel expenditures at 13.56% and lease costs at 13.07%.

Non-personnel expenditures are primarily comprised of the ODPa’s Internal Services Technology Allocation Fund (\$43,402.04), PAB member stipends (\$30,000), miscellaneous professional services (\$30,000), and annual conference expenditures (\$26,444.40).

## III. Overview of Proposed Budget Reductions and Associated Impacts

This section provides an overview of the proposed budget reductions under consideration and outlines the potential operational impacts associated with those changes. The information below is intended to describe how those adjustments may affect current functions, service levels, and workload distribution.

### a. Summary of Proposed Reductions

The ODPa reviewed its budget to identify areas not essential to the office’s core duties that could be reduced to achieve cost savings while maintaining overall operations. Through this process, the ODPa identified a maximum reduction of 5.6% (\$71,708) to its budget without compromising the funding of services that support core functions or requiring staff layoffs. Given the office’s current staffing level and existing workload distribution, further reductions would require the elimination or reduction of staff positions.

As outlined earlier in this memorandum, reductions to staffing levels would affect the office's ability to carry out its core, charter-mandated functions and are therefore not feasible within the current operational structure.

The proposed reductions are organized into four categories, as outlined below, with a corresponding summary of associated operational impacts.

#### Reductions in Overtime Expenditures – (\$10,200)

The ODPa is budgeted for \$10,200 in overtime expenditures in both FY 2027 and FY 2028. The proposed reduction would eliminate this allocation and instead utilize compensatory time off in instances where overtime is necessary. As a cost-saving measure, the ODPa has already implemented a practice for non-exempt staff to request compensatory time off in lieu of paid overtime when such work cannot be avoided.

Staff support for PAB meetings is a primary cause of overtime needs; however, staff currently adjust their schedules, where feasible, to minimize overtime. Moving forward, the ODPa will also explore the use of Voluntary Time Off, when operationally feasible, as an additional measure to manage costs throughout the fiscal year.

#### Reduction to Conference and Travel Expenditures – (\$26,444)

The ODPa and PAB members participate annually in the National Association of Civilian Oversight of Law Enforcement (NACOLE) conference. The conference provides access to forums, workshops, and training sessions for oversight practitioners, including community board members, policy analysts, and investigators, with a focus on best practices in civilian oversight and public safety. NACOLE serves as a primary convening in this field and as a key training and professional development opportunity for both staff and Board members.

A reduction of \$26,444 would eliminate funding for conference attendance in FY 2027 and FY 2028. As a result, staff and PAB members would not participate in NACOLE during these fiscal years, and access to related training and professional development opportunities typically supported through this allocation would be reduced. This may limit opportunities to incorporate emerging practices and comparative insights into the ODPa's work in Berkeley, which could affect the office's ability to support continuous improvement in oversight processes and inform the PAB's policy and oversight functions.

#### Reduction to Technology Cost Allocation Fund – (\$23,402)

The ODPa's technology cost allocation fund increased due to one-time expenditures related to the transition into its office at 1900 Addison Street, including network infrastructure reconfiguration. The proposed reduction realigns the fund with its pre-transition median level.

#### Reduction to Office Supply, Postage Expenditures, and Other Miscellaneous Services – (\$9,411)

This \$9,411 reduction supports the ODPa's ongoing transition toward a paperless environment, where feasible, and increased reliance on existing City resources in lieu of

additional expenditures. The change is intended to optimize current resources and is anticipated to have minimal impact on operations, requiring only minor workflow adjustments.

The proposed reduction includes \$3,000 from the Miscellaneous Professional Services account, which is typically reserved to address fluctuations in anticipated service costs (e.g., increases in subscription fees or meeting frequency) or in instances where alternative arrangements may be available. For example, staff may substitute security monitors when appropriate or utilize meeting spaces that do not require such additional services.

#### Elimination of Parking Allocation – (\$3,000)

The ODPa office at 1900 Addison Street includes three on-site parking spaces under the terms of the lease. Use of these spaces provides an alternative to this expense.

#### **b. Lease-Related Constraints on Further Budget Reductions**

A key constraint in identifying additional budget reductions needed to meet the 10% and 12.5% targets is the office's current lease obligation for the premises at 1900 Addison Street.<sup>1</sup> The lease represents a significant fixed cost that cannot be reduced or restructured without triggering contractual implications. As a result, it materially limits the office's ability to achieve further cost savings beyond those already identified, leaving an estimated remaining gap of approximately \$57,000 to \$95,000, depending on the fiscal year and reduction scenario, to meet the 10% to 12.5% targets.

The space was originally acquired with the operational expectation of supporting a fully staffed office of approximately six to seven full-time employees, along with cohorts of interns throughout the year,<sup>2</sup> as well as accommodating regular, in-person meetings of the Police Accountability Board and other commission or community events. Under the current staffing model and operational structure, however, the office is functioning with fewer personnel, and the PAB meetings are the only commission meetings consistently held in this space. As such, the current utilization of the premises does not fully align with the scale of the leased footprint or the associated cost detailed below.

#### Lease Costs

- FY 2027 Lease Cost: \$170,386.32
- FY 2028 Lease Cost: \$173,794.08

These costs represent fixed contractual obligations and account for a significant portion of the ODPa's non-personnel budget. Given the structure of the lease, these expenditures are not subject to reduction without renegotiation or termination of the agreement.

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<sup>1</sup> Contract 32500083 – Date Executed August 23, 2024 – The Shamszad Family Trust – 1900 Addison Street, 3<sup>rd</sup> Fl

<sup>2</sup> Since occupying the 1900 Addison Street Office, the ODPa has hosted two interns from UC Berkeley's Public Service Center and four YouthWorks interns.

## Janitorial Services

- Annual Cost: \$16,307.28/Year

The office incurs ongoing janitorial service costs from Pride Industries<sup>3</sup> to maintain the full leased space, regardless of actual utilization levels. While most adjustments to service frequency may be explored, most of these costs are tied to the size of the premises and are not easily reduced without affecting basic facility maintenance standards.

## Security System and Dedicated Network (Wi-Fi)

- Private Wi-Fi/Network Cost: \$3,240/Year
- Security System Costs: \$3,270/Year

The lease required the installation and maintenance of a dedicated security system. Due to cybersecurity considerations, this system was not integrated into the City's network infrastructure, necessitating a separate private wireless network. This has resulted in additional ongoing service costs that would not otherwise be incurred if integrated into existing City systems.

## Operational Implications

Taken together, the lease, associated facility costs, and required infrastructure constitute a substantial fixed cost of approximately \$209,510 in FY 2027 and \$212,918 in FY 2028, which does not scale with current staffing levels or operational needs. While the space was originally intended to support a larger team and host PAB activities, current usage does not justify the full extent of these expenditures.

Absent structural changes, such as lease renegotiation, subleasing (if permitted), or relocation to a smaller space, these costs will continue to constrain the office's ability to achieve deeper budget reductions. Conversely, depending on the actions taken and their outcomes, adjustments to these lease-related costs could generate sufficient savings to both meet the 10% to 12.5% reduction target and potentially restore funding to other areas that have been reduced. The ODPA will follow Council's direction regarding the desired course of action and defer to the City's Public Works Department, in coordination with the City Attorney's Office, for guidance on appropriate next steps.

**End of Memorandum.**

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<sup>3</sup> Contract 32600004 – Date Executed: 7/24/2025 – Pride Industries, Inc – Citywide Custodial Services



# FY 2027 – 2028 ODPA Budget & Reduction Proposals


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Office of the Director of Police Accountability

Presented before the Budget & Finance Committee on April 9, 2026

# Presentation Roadmap

Overview of current staffing and office structure



Summary of baseline budget

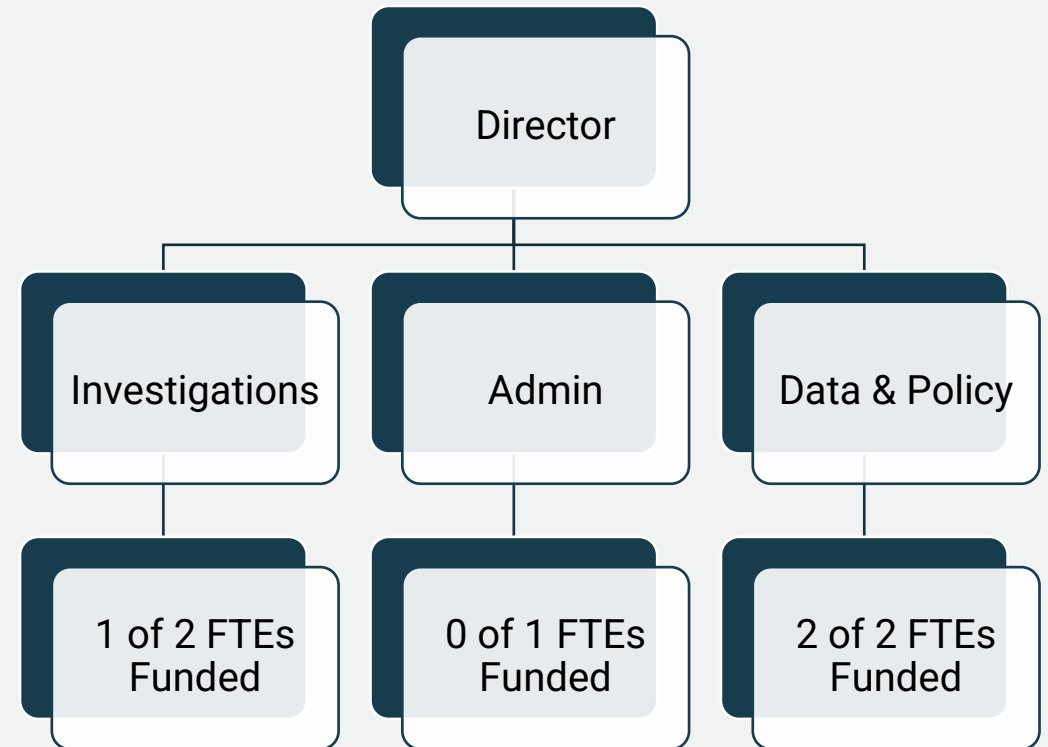


Proposed reductions and impacts

# Current Staffing and Office Structure

# Current Staffing and Structure

- Six (6) FTE positions authorized; four (4) currently funded due to hiring freeze
- Vacant positions include a second investigator and administrative staff
- Administrative responsibilities reassigned to the Policy Analyst, with support from the Data Analyst
- Reallocation of duties has reduced the capacity to support PAB's policy work



# Operational Constraints

Limited role redundancy constrains workload distribution

A single investigator is responsible for all complaint intake and investigations

Staff absences can affect service timelines and responsiveness

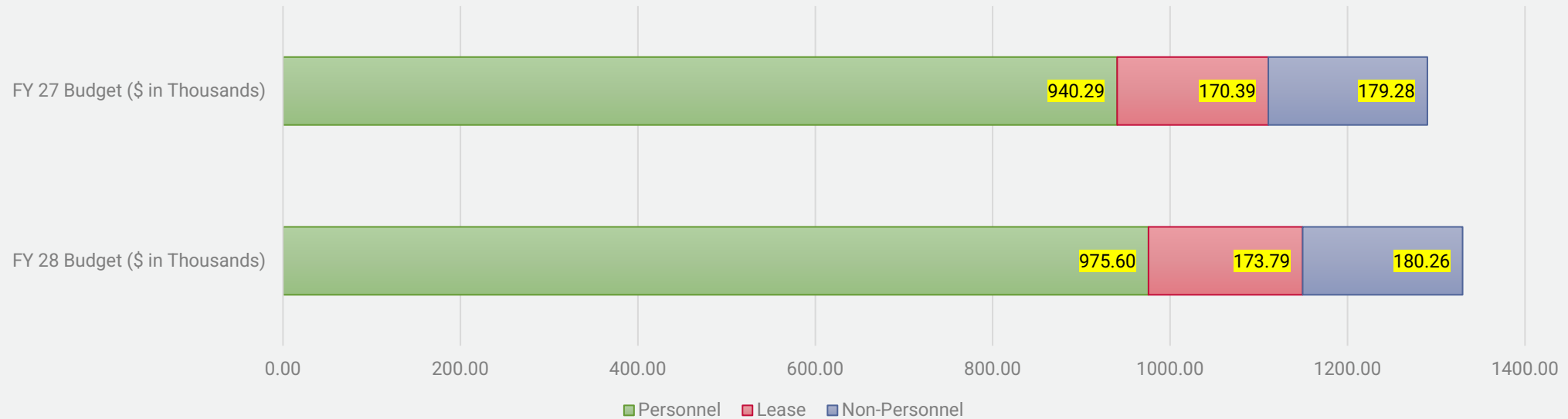
Current operational model presents long-term sustainability concerns

# ODPA Baseline Budget Overview

FY 2027 - 2028

# ODPA Baseline Budget Overview

ODPA Budget by Category (FY 2027–2028, \$ in Thousands)



Budget Category	FY 27 Budget	FY 27 (%)	FY 28 Budget	FY 28 (%)
Personnel	\$940,290.00	72.89%	\$975,596.00	73.37%
Lease	\$170,386.32	13.21%	\$173,794.08	13.07%
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# Proposed Reductions and Impacts

# Proposed Budget Reductions (5.6% | ~71.7k)

Maintains Core Operations; No Staffing Reductions

## Where Reductions Occur

- Overtime - \$10.2k
- Conference/Travel - \$26.4k
- Tech Services - \$23.4k
- Supplies & Misc. - \$9.4k
- Parking Pass - \$3k

## Operational Impact

- Core services and current staffing maintained
- Reduced staffing flexibility
- Limited training and professional development opportunities

To achieve the 10% to 12.5% reduction targets, the ODPA would need to identify an additional \$57,000 to \$95,000 in reductions, depending on the scenario.

# Constraints on Further Budget Reductions

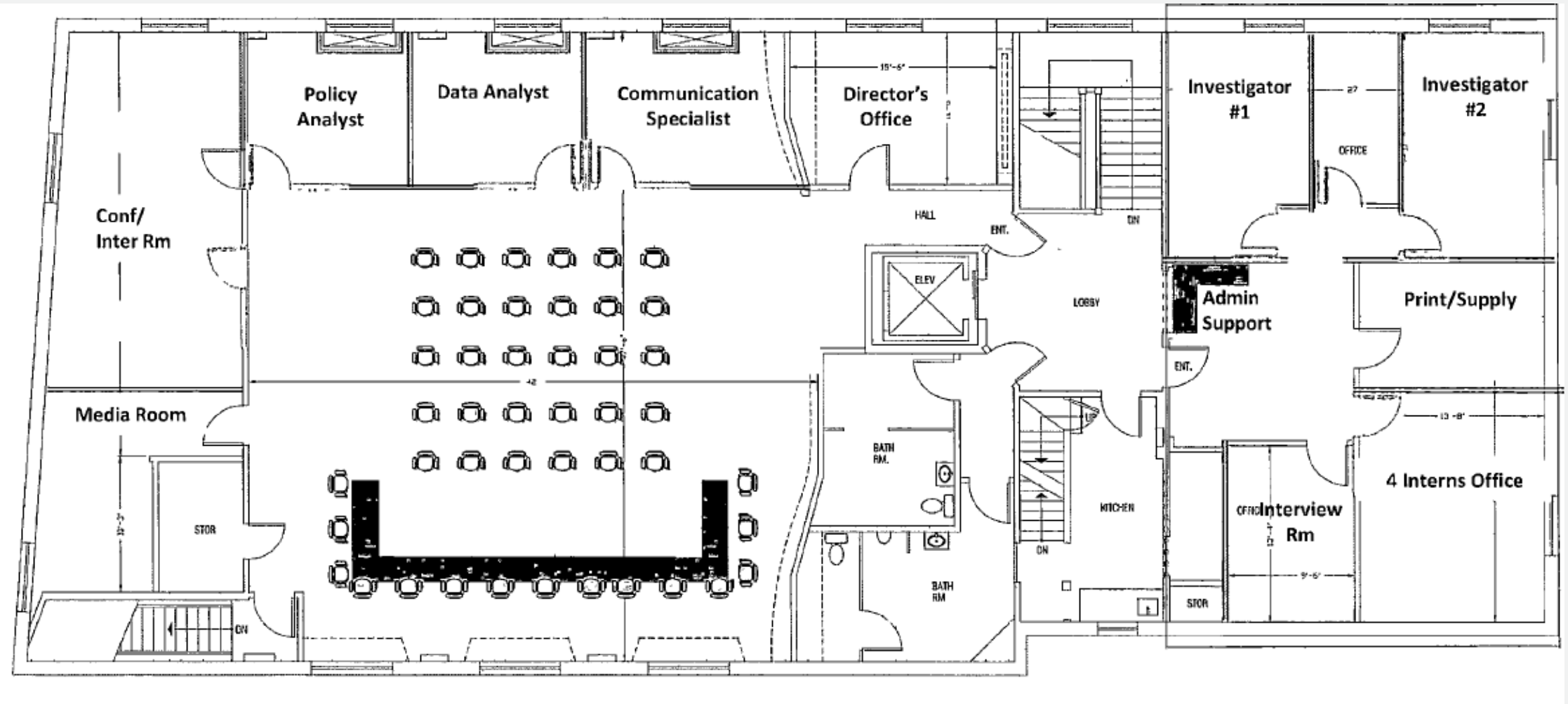
# Constraints on Further Budget Reductions

- Fixed lease obligations limit the ability to achieve further budget reductions.
- Facility-related costs are high and do not scale with operations, totaling approximately \$209k (FY27) and \$231k (FY28).
- The leased space was designed for 6–7 FTEs plus interns; current staffing and operational use are below that level.



Image: PAB Meeting Space, 3rd Floor, 1900 Addison Street

# ODPA Office Floor Plan at 1900 Addison Street



# Next Steps



## **Council direction to explore options**

Lease renegotiation, subleasing (if permitted), or relocation



## **Feasibility assessment**

Evaluate contractual, legal, and operational considerations



## **Execution Framework**

ODPA will follow the Council's direction regarding the desired course of action. For matters related to potential lease renegotiation, the office will defer to the City's Public Works Department, in coordination with the City Attorney's Office, for guidance on appropriate next steps.



**Katherine Lee**  
Interim Director of Police Accountability

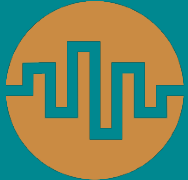
**Jose Murillo**  
Policy Analyst

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Office of the Director of Police Accountability  
Tel: (510) 981-4950  
Email: [DPA@berkeleyca.gov](mailto:DPA@berkeleyca.gov)

# City Auditor Fiscal Year 27-28 Budget Reductions

Budget and Finance Committee Meeting  
April 9<sup>th</sup>, 2026



BERKELEY CITY AUDITOR

# City Auditor FY 27-28 Budget Reductions

## Overview

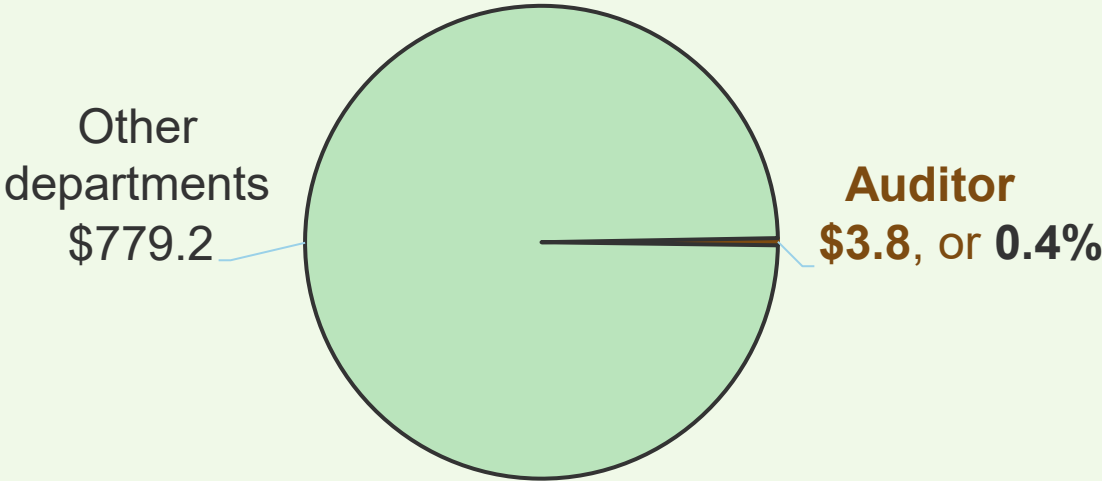
- Overview of the Auditor's Budget
- The Value of the Auditor's Office
- Summary of Reductions
- Reductions: Non-Personnel
- Reductions: Personnel
- Salary Savings



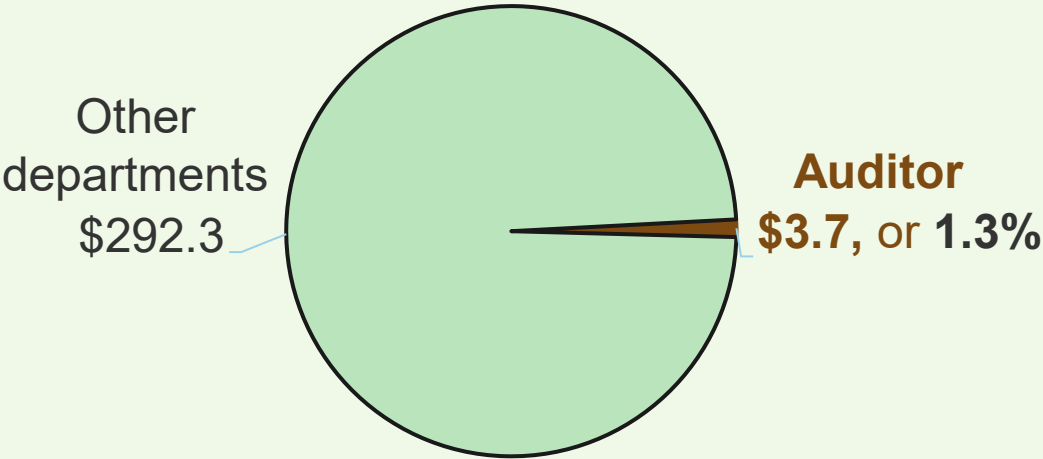
# Overview of the Auditor's Budget

The Auditor's Office makes up a small percentage of the City's budget.

**Total Expenditures in Millions,  
Fiscal Year 2026**



**General Fund Expenditures in  
Millions, Fiscal Year 2026**



Source: Berkeley FY 25-26 Adopted Budget



# Overview of the Auditor's Budget: City Charter

The duties of the Auditor are mandated by the Berkeley City Charter.

Three divisions fulfill these Charter-mandated duties:

- Performance Audit
- Whistleblower Program
- Payroll Audit



# Overview of the Auditor's Budget

## City Auditor Budget in Millions, FY 26



The Auditor's Office maintains **15.75 FTEs** among three divisions

Source: Berkeley FY 25-26 Adopted Budget



# The Value of the Auditor's Office

## Performance Audit Division

Performance audits can lead to:



New revenue



Cost recovery



Increased efficiency and effectiveness

As a result of audit work, management implemented **36 audit recommendations** in the past two years.



# The Value of the Auditor's Office

## Whistleblower Program Division



Investigates allegations of fraud, waste and abuse of city resources.



Issues public reports for substantiated findings or issues that warrant transparency and broader awareness.



Strengthens internal controls and promotes accountable use of public funds.



# The Value of the Auditor's Office

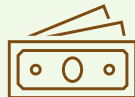
## Payroll Audit Division



Helps the City ensure payroll compliance and avoids the risk of financial errors and legal exposure.



High-performing as validated by external auditors.

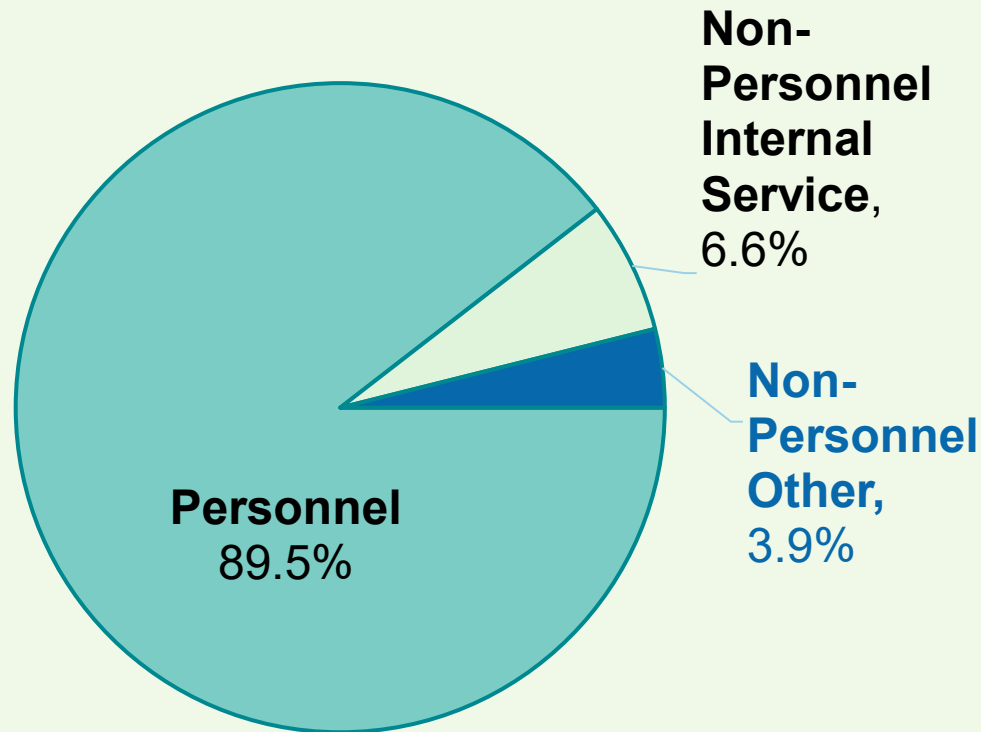


Prevents costly errors, penalties and litigation.



# Summary of Reductions

## Auditor Baseline Budget, FY 2027



FY 2027: **7.3%** reduction

FY 2028: **9%** reduction

Source: ERMA



# Reductions: Non-Personnel

Non-Personnel (Other) budget reduced by **38%** in fiscal year 2027 and **32%** in fiscal year 2028.

## Impacts:

- Reduced training budget
- Reduced expenditures from Employee Access project



# Reductions: Personnel

Personnel budget reduced by **7%** in fiscal year 2027 and **9%** in fiscal year 2028.

Strategies:

- Shifting fund sources for personnel
- Accounting for underfilled positions and staff members on leave

 The Auditor's Office has no current vacancies.



# Salary Savings



The Auditor's Office has salary savings from prior years.




Additional one-time allocations will achieve a **10%** overall budget reduction for fiscal years 2027 and 2028.



Questions?







No Material  
Available for  
this Item

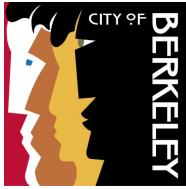
There is no material for this item.

**City Clerk Department**  
2180 Milvia Street  
Berkeley, CA 94704  
(510) 981-6900

**The City of Berkeley Budget and Finance Policy Committee Webpage:**

<https://berkeleyca.gov/your-government/city-council/council-committees/policy-committee-budget-finance>





Rashi Kesarwani  
Councilmember, District 1

CONSENT CALENDAR  
March 10, 2026

TO: Honorable Mayor and Members of the City Council

FROM: Councilmember Rashi Kesarwani (Author)

SUBJECT: Budget Referral to Reissue the Request for Proposal (RFP) to Support Berkeley-Based Non-Profit Food Assistance Providers Serving Food Insecure Households and to Incorporate Food Insecurity as a Funded Category in Future Community Agency Grant Funding Cycles

### **RECOMMENDATION**

Refer to the City Manager to reissue and fund a Request for Proposal (RFP) process as a short-term measure to support Berkeley-based non-profit food assistance providers serving food insecure households. Like the RFP that was issued in August 2024<sup>1</sup>, funds are intended for (but not limited to) the following needs:

- Expansion of capacity to service more people experiencing food insecurity, such as purchase of equipment;
- Hiring of additional staff to serve more people; and/or
- Other emerging needs to be determined.

Refer \$300,000 annually in funding to the biennial FY 2026-27 to FY 2027-28 budget process to fund qualified proposals resulting from the RFP.

Further, refer to the City Manager to establish food insecurity as a funded category for the Community Agency RFP process for future funding cycles to ensure city funds are permanently allocated to address this key priority and maximize sustainability for relevant non-profits.

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<sup>1</sup> The RFP was issued as a result of Council's June 25, 2024 action to approve item #59: "Referral for Development of Request for Proposal (RFP) to Support Berkeley-Based Non-Profit Food Assistance Providers Serving Food Insecure Households":  
<https://berkeleyca.gov/sites/default/files/documents/2024-06-25%20Item%2059%20Referral%20for%20Development%20of%20Request%20for%20Proposal%20%28RFP%29.pdf>

## **CURRENT SITUATION AND ITS EFFECTS**

### ***Bay Area Food Prices Continue to Rise Deepening the Food Insecurity Trend...***

Between December 2024 and December 2025 food prices in the San Francisco Area increased by 4.3 percent, higher than any other household expense.<sup>2</sup> As food prices rose, reliance on food assistance became less certain as the federal shut down suspended funding to the Supplemental Nutrition Assistance Program (SNAP) delaying assistance to families. This continued the trend of increasing food insecurity as Federal food assistance had already declined when COVID era emergency food allotments ended, reducing CalFresh benefits (California's food stamps program). A recent November 2025 poll by the Public Policy Institute of California showed that "three in ten Californians, and half of lower-income residents, say that they or someone in their household has reduced meals or cut back on food to save money."<sup>3</sup>

### ***...While the Future of Food Benefits Looks Bleak.***

While Alameda County allocated over \$8 million in October of 2025 to compensate for delayed CalFresh payments during the federal shut down, future access to food assistance is looking even more precarious. The budget reconciliation law H.R. 1, signed in July 2025, implements roughly \$186 billion in cuts to SNAP over the next 10 years. These cuts, the largest to food assistance ever, are estimated to affect most CalFresh households, reducing or eliminating altogether monthly benefits through state financing constraints and new eligibility requirements.<sup>4</sup>

## **BACKGROUND**

***Food Insecurity Impacts One in Five Californians.*** Limited or uncertain access to adequate food and nutrition can have long-term physical and mental health effects on adults and children alike.<sup>5</sup> The number of food insecure individuals and families is steadily climbing and food banks throughout the state are struggling to keep up.

### ***The Previous RFP to Support Food Assistance Providers Allocated Funds for Two Years Only.***

In August of 2024, the Berkeley Food Network (BFN), which provides a large on-site pantry, several neighborhood/community pop-up pantries, and home delivery of grocery boxes to over 130 households, was awarded the full

<sup>2</sup> U.S. Bureau of Labor Statistics, Consumer Price Index, San Francisco Area - December 2025: [https://www.bls.gov/regions/west/news-release/consumerpriceindex\\_sanfrancisco.htm#:~:text=3.0-Food,and%20shelter%20\(+1.7%20percent\)](https://www.bls.gov/regions/west/news-release/consumerpriceindex_sanfrancisco.htm#:~:text=3.0-Food,and%20shelter%20(+1.7%20percent)).

<sup>3</sup> Public Policy Institute of California: Statewide Survey - November 2025, Californians and Their Economic Well-Being: <https://www.ppic.org/publication/ppic-statewide-survey-californians-and-their-economic-well-being-november-2025/>

<sup>4</sup> California Budget and Policy Center: Federal Funding Cuts to SNAP (CalFresh) Will Have Sweeping Impacts on Californians, September, 2025: <https://calbudgetcenter.org/resources/federal-funding-cuts-to-snap-calfresh-will-have-sweeping-impacts-on-californians/>

<sup>5</sup> California Association of Food Banks website: <https://www.cafoodbanks.org/hunger-data-reports/>

amount of funds allocated to support food assistance programs. BFN also works with eligible community members to support their CalFresh application submissions. The RFP covered roughly 20 percent of their overall costs for FY 2024-25 and FY 2025-26. Seventy percent of the funding by year went to program and operations staff directly supporting food sourcing, volunteer coordination, and food assistance program management. Thirty percent of the funding by year went to non-personnel costs, including office and food distribution supplies and equipment, and for subscriptions for core software. These funds will last through June of 2026.

On January 30 2026 the Berkeley Food Pantry, a nonprofit organization providing emergency groceries to over 1,000 Berkeley and Albany households annually, closed its doors for good. This loss will put additional strain on the existing pantries, particularly as the effects of H.R.1 become more deeply felt.

### **RATIONALE FOR THIS REFERRAL**

Overall, the cost of living in California is among the highest in the nation with housing costs and food prices outpacing other states.<sup>6</sup> While the City's RFP process for community agency funding ensures resources are allocated to key priorities such as housing, education and job training, it does not directly address food insecurity. Allocating funds to reissue an RFP for Berkeley-based food assistance programs will ensure food insecure households are more readily served over the next two years. Establishing food insecurity as a permanent funded category for the community agency funding cycle will maximize sustainability for those relevant, and much needed, agencies.

### **FISCAL IMPACT**

\$300,000 annually to fund the RFP process for FY 2026-27 and FY 2027-28 and future years. Additionally, staff time will be required to develop and incorporate the RFP into the funding cycle, as well as review and select qualified proposals for the budget process.

### **ENVIRONMENTAL IMPACTS**

There is no significant environmental impact associated with this referral.

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<sup>6</sup> [LAHomes.com](https://www.lahomes.com/blog/california-cost-of-living-guide/): "California Cost of Living [2025]: How Expensive Is It to Live in California, posted by Courney Korb, April 16, 2025: <https://www.lahomes.com/blog/california-cost-of-living-guide/>

**CONTACT PERSON**

Councilmember Rashi Kesarwani, District 1

(510) 981-7110

Attachments (1):

Referral for Development of Request for Proposal (RFP) to Support  
Berkeley-Based Non-Profit Food Assistance Providers Serving Food Insecure  
Households



Rashi Kesarwani  
Councilmember, District 1

CONSENT CALENDAR

June 25, 2024

TO: Honorable Mayor and Members of the City Council

FROM: Councilmember Rashi Kesarwani (Author) and Councilmembers Mark Humbert and Susan Wengraf (Co-Sponsors)

SUBJECT: Referral for Development of Request for Proposal (RFP) to Support Berkeley-Based Non-Profit Food Assistance Providers Serving Food Insecure Households

RECOMMENDATION

Refer to the City Manager to develop and fund a Request for Proposal (RFP) process to support Berkeley-based non-profit food assistance providers serving food insecure households. Funds are intended for (but not limited to) the following needs:

- Expansion of capacity to serve more people experiencing food insecurity, such as one-time purchase of equipment;
- Hiring of additional staff to serve more people; and/or
- Other emerging needs to be determined.

Refer \$200,000 annually in funding to the biennial FY 2024-25 to FY 2025-26 budget process to fund qualified proposals resulting from the RFP.

POLICY COMMITTEE RECOMMENDATION

On May 16, 2024, the Health, Life Enrichment, Equity & Community Committee adopted the following action: M/S/C (Kesarwani/Bartlett) to send the item to the City Council with a positive recommendation and with an added amendment:

- Refer the issue of food assistance to the Community Agency RFP process the next time the RFP is developed.

CURRENT SITUATION AND ITS EFFECTS

**Community Agency RFP Does Not Directly Address Food Insecurity . . .** The RFP process for community agency funding is one of the City’s mechanisms to ensure City funds are allocated to agencies addressing key priorities, such as housing, education, and job training. However, the RFP does not directly address food insecurity.

**. . . But Food Prices Are On the Rise and Federal Pandemic-Related Food Aid Ended Earlier This Year.** From August 2022 through August 2023, food prices in the San

Francisco area increased by 4.5 percent.<sup>1</sup> At the same time, federal food assistance associated with the pandemic ended earlier this year in March 2023. When the pandemic began in 2020, recipients of CalFresh (California’s food stamps program) were allotted the maximum benefit available for their household size, likely contributing to rising enrollment over the last several years. When the emergency allotments ended, CalFresh benefits were reduced, sometimes dramatically. For some single-person households, CalFresh benefits dropped from \$281 to as little as \$23 per month.<sup>2</sup> As a result, food banks throughout the state are seeing increasing numbers of people served.

**Berkeley-Based Non-Profit Food Assistance Providers Report Increasing Demand.**

The Berkeley Food Pantry is a non-profit organization providing emergency groceries to Berkeley and Albany residents four days per week, two hours each day.<sup>3</sup> The Berkeley Food Network (BFN) provides an on-site pantry in addition to mobile pantries throughout the city and distribution to other local pantries like the Berkeley Food Pantry.<sup>4</sup> Both organizations have reported significant increases in the number of households they are serving in recent years, as shown in Exhibit 1.

**Exhibit 1: Growth in Number of Households Served (2021-2023)**

	<b>Berkeley Food Pantry Number of Households Served</b>	<b>Berkeley Food Network Number of Households Served</b>
<b>Sept. 2021</b>	<b>766</b>	<b>1,518</b>
<b>Sept. 2022</b>	<b>1,047</b>	<b>2,601</b>
<b>Sept. 2023</b>	<b>1,290</b>	<b>3,182</b>
<b>Overall Percent Growth (Sept. 2021-Sept. 2023)</b>	<b>68.4%</b>	<b>109.6%</b>

Sources: Berkeley Food Pantry and Berkeley Food Network

**Alameda County Community Food Bank Reports a 52 Percent Increase in Food**

**Distribution.** The Oakland-based Alameda County Community Food Bank (ACCFB), which partners with more than 400 institutions to provide food assistance to Alameda County families and individuals, reports an increase in demand throughout the county. The ACCFB has gone from distributing 38 million pounds of food during pre-COVID years to 58 million pounds of food most recently.<sup>5</sup> As of October 2, 2023, 11.4 percent of Alameda County

<sup>1</sup> U.S. Bureau of Labor Statistics, Consumer Price Index, San Francisco Area - August 2023: [https://docs.google.com/document/d/11ri1T7alsDOPOnwV3Ob\\_OmQXFXKgF36dwlvZbvXvTI/edit](https://docs.google.com/document/d/11ri1T7alsDOPOnwV3Ob_OmQXFXKgF36dwlvZbvXvTI/edit)

<sup>2</sup> Cal Matters August 8, 2023 article: “How Hungry is California? Millions Struggle to Eat Well in an Abundant State” <https://calmatters.org/explainers/california-hunger-crisis/#2b5159b1-a710-41cb-839b-aac1ea2791e4>

<sup>3</sup> Berkeley Food Pantry’s website for a full description of services provided: <https://www.berkeleyfoodpantry.org/>

<sup>4</sup> Berkeley Food Network’s website for a full description of services and programs provided: <https://www.berkeleyfoodnetwork.org/who-we-are/about/>

<sup>5</sup> Alameda County Community Food Bank website: <https://www.accfb.org/about-us/what-we-do/>

residents are experiencing food insecurity—up three percent from just April 10, 2023, shortly after the federal pandemic-related food assistance ended.<sup>6</sup>

#### BACKGROUND

***Food Insecurity Impacts One in Five Californians.*** Limited or uncertain access to adequate food and nutrition can have long-term physical and mental health effects on adults and children alike.<sup>7</sup> The number of food insecure individuals and families is steadily climbing and food banks throughout the state are struggling to keep up.

***Increasing Demand for Food Assistance Is Impacting the Wider Bay Area.*** The Food Bank of Contra Costa and Solano, for instance, is now serving 350,000 people across the two counties monthly, which is double their pre-pandemic levels of service. The San Francisco-Marin food bank went from serving 32,000 households weekly to more recently serving 56,000 households weekly. Food banks throughout the state are functioning more like supermarkets in terms of peoples' regular food procurement venue rather than sources of emergency aid.<sup>8</sup>

#### FISCAL IMPACT

\$200,000 annually to fund the RFP, and staff time to develop the RFP and review and select qualified proposals.

#### ENVIRONMENTAL IMPACT

There is no significant environmental impact associated with this referral.

#### CONTACT PERSON

Councilmember Rashi Kesarwani, District 1

(510) 981-7110

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<sup>6</sup> California Pulse Website for Alameda County: <https://stanford-datalab.github.io/covid-19-ca/alameda/#food-insufficiency>

<sup>7</sup> California Association of Food Banks website: <https://www.cafoodbanks.org/hunger-data-reports/>

<sup>8</sup> Cal Matters June 12, 2023 article: "A Catastrophic Hunger Crisis? California Food Banks are Being Flooded by Families Seeking Help:" <https://calmatters.org/california-divide/2023/06/california-food-banks/>

