

June 6, 2008

To: Honorable Mayor Gayle McLaughlin
Members of the City Council

From: Finance, Administrative Services and Economic Development Committee

SUBJECT: SUMMARY
Finance, Administrative Services and Economic Development Committee
Friday, June 6, 2008, 9:10 a.m.

Attendance: Present: Members Butt, Lopez, and Chair Viramontes (Councilmember Rogers arrived at 9:14 a.m.).

Absent: None.

FINANCE, ADMINISTRATIVE SERVICES AND ECONOMIC DEVELOPMENT COMMITTEE

Review of the Check Register

OUTCOME:

On motion of Councilmember Butt, seconded by Councilmember Viramontes, accepted the check register report, by the unanimous vote of the Committee.

Update on Fiscal Policy

Finance Director, Jim Goins, informed the Committee there was no information to report.

Approve summary notes of the Finance Standing Committee meeting held on May 16, 2008.

- Councilmember Lopez stated an amendment to page 5, second bullet, should read “The focus should be on those aspects that specifically pertain to the Chevron equipment upgrade”.
- Chair Viramontes stated an amendment to page 5, first bullet, add the following: Staff should study the impact of cars, trucks, and planes in our region that use Chevron fuel.

OUTCOME:

On motion of Councilmember Lopez, seconded by Councilmember Rogers, approved the summary notes, with the above corrections, with Councilmember Butt abstaining.

Discuss and consider recommending that the Redevelopment Agency Board adopt a resolution - authorizing the Executive Director to execute a contract with Seifel Consulting, Inc. in an amount not to exceed \$537,625 to provide consulting services for the preparation of Redevelopment Plan Amendments to increase the fiscal limits on tax increment collection and outstanding bonded indebtedness and extend the time period for eminent domain authority where necessary for blight elimination, for a term beginning July 1, 2008 and ending December 31, 2009

- Alan Wolken gave an overview of the report.
- Chair Viramontes asked Mr. Wolken to clarify if he was talking about extending the redevelopment area.
- Mr. Wolken confirmed that he was talking about increasing the cap of the tax increment that can be collected in the Redevelopment areas. This is an 18-month process to see if we can increase our cap.

OUTCOME:

On motion of Councilmember Butt seconded by Councilmember Lopez, recommended adopting a resolution authorizing the Executive Director to execute a contract with Seifel Consulting, Inc. and forwarding the item to the full Council, by the unanimous vote of the Committee.

Discuss and consider a contract amendment with The Glen Price Group to provide grant-seeking and proposal writing services to City departments increasing the not to exceed cost by \$200,000 for a total cost of \$481,000, and extending the term by 12 months through June 2009.

- Lopez asked for an overview of amendments and overall direction staff is going with the contract.
- Finance Director, Jim Goins, stated that the City of Richmond entered into a contract with the Glen Price Group in 2006 to provide city-wide grant research. He stated that the contract amendment for \$200,000 is an ongoing annualized rate to continue grant research services until 2009. He also stated that the funds were proposed and budgeted in the City Manager's Department contractual services budget.

OUTCOME:

On motion of Councilmember Lopez, seconded by Councilmember Butt, recommended approval of the contract with The Glen Price Group and forwarding the item to the full City Council, by the unanimous vote of the Committee.

Accept the detailed analysis of transfers identified in NOTE 4C – “Transfers between Funds” as summarized in the Comprehensive Annual Financial Report for the fiscal year ending June 30, 2007.

- Chief Accountant, Tina McKenney, gave an overview of the report.
- Chair Viramontes asked for clarification on the report regarding the Pension Funds Apportionment (Pension override tax that the City of Richmond collects, that voters voted for) where the report indicates \$3.2 million **GF-IN**. Tina McKenney stated that **GF-IN** indicates that the amount was posted to the General Fund. She stated that the majority was to pay for the portion of mandated pension contributions and most of the staff is in the general fund. Chair Viramontes stated that it is important to show that the City of Richmond pays itself back the actual cost.
- Chair Viramontes asked for clarification on the report regarding the Subsidy Operating for Street Sweeping and Facility Maintenance where the report indicates **GF-OUT**. Tina McKenney stated the General Fund was budgeted to transfer \$1.3 million to subsidize Facility Maintenance for the first year only.
- Chair Viramontes referred to Classification Breakdowns on the report and asked where do most of the inner fund transfers occur? Tina McKenney stated these are actual operating subsidies that are not expected to be returned to the General Fund.
- Chair Viramontes asked if there were any outstanding accounts, other than the storm water account. Tina McKenney stated that there are transfers (not expected to be returned), current inner-fund borrowings, (overnight borrowing from the General Fund that are reversed immediately), and long term inner-fund advances (not expected to be paid back within the fiscal year).

OUTCOME:

On motion of Councilmember Butt, seconded by Councilmember Lopez, recommended accepting the detailed analysis of transfers identified in NOTE 4C to the full City Council, by the unanimous vote of the Committee.

Receive a report and discuss “Greenprint Housing Development” in terms of policy and implementation action steps.

- Steve Duran gave an overview of the item.
- Councilmember Viramontes asked if the Green Team would come up with a policy of what would constitute a greenprint housing project. Steve Duran stated that the Green Team would come up with requirements and guidelines of what the City of Richmond can require or expect on a competitive basis.
- Chair Viramontes asked for a timeframe of when the draft policy would be completed. Mr. Duran stated a draft policy would be ready upon the Council’s

return from recess in September. He also stated that by the end of the year some policy guidelines should be in place.

- Councilmember Rogers stated that the City Council directed staff to hire someone to do an analysis of the City of Richmond's Transportation Plan. He stated that it is difficult to tell businesses that they must have a green business if the City of Richmond is not a green business. He asked Mr. Duran if he knew the status of the analysis. Mr. Duran stated he would check with the Public Works Director, Yader Bermudez. Chair Viramontes stated that Mr. Bermudez should submit a written report to the entire Council on September 19, 2008.
- Councilmember Butt stated he is frustrated about the slowness of the City of Richmond moving forward with its green policies. He stated that staff should prioritize and identify sites for development that are proximate to transportation hubs.

OUTCOME:

Received the report on the Greenprint Housing Development.

Discussion of ways to provide better and increased services through finding new revenue sources, obtaining organizational efficiencies, and redirecting existing sources of funding.

- Councilmember Rogers commented on the statement made by Councilmember Butt that "*we cannot move private sector properties towards being green and having a better development that way*". He stated that whatever our agendas are, the City of Richmond has the ability of either giving or withholding support to have different types of projects serving the goals the City of Richmond wants to reach and the City of Richmond should be very aware and use that power in a very intentional way.
- Councilmember Butt stated in response to Councilmember Roger's comments, that it was not his intent to say that the City of Richmond did not have the authority to shake development; he only meant that it is a lot easier to implement policy before developments are presented.
- Chair Viramontes stated she will follow-up with everyone involved with the NURVE Project and there will be items to vote on.

OPEN FORUM/PUBLIC COMMENT

There were no public speakers

ADJOURNED

The meeting adjourned at 10:09 a.m. to meet again on Thursday, June 20, 2008.