

June 12, 2009

**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 12, 2009, 8:30 a.m.

**Attendance:** Present: Members Rogers and Vice Mayor Lopez (Vice Mayor Lopez called meeting to order at 8:48 a.m.)

Absent: Members Butt

**FINANCE, ADMINISTRATIVE SERVICES AND ECONOMIC DEVELOPMENT COMMITTEE**

*On motion of Vice Mayor Lopez, seconded by Councilmember Rogers, all item with an (\*-) were approved or moved to full Council by the unanimous vote.*

*\*- Consider recommending approval of a contract amendment with Trisha A. Aljoe to provide continued legal services for the Police Department in connection with Code Enforcement activities, drug house abatement matters, and general legal matters in the amount of \$150,000.*

*\*- Consider recommending that the Agency Board adopt a resolution to execute a second amendment with Richmond Main Street Initiative (RMSI) for Program Management Services, increasing the amount by \$150,000, from \$209,000 to \$359,000, and extending the term to June 30, 2010.*

*\*- Review of the Investment and Cash Report for the month of February 2009.*

*\*- Review the City's check register dated May 27, 2009.*

*Adopt the Fiscal Years 2008-2010 Cash Reserve Policy, Investment Policy, Debt Policy and Swap Policy.*

**OUTCOME:**

On motion of Councilmember Rogers, seconded by Vice Mayor Lopez, item recommended for adoption.

*On motion of Councilmember Rogers, seconded by Vice Mayor Lopez, all item with an (\*-) were approved or moved to full Council by the unanimous vote.*

*\*- Consider recommending a 10-month contract with Nichols Consulting Engineering to produce a complete and accurate storm drain geographic network to support infrastructure planning, pollutant load assessments, and hazard mitigation in an amount not to exceed \$693,680.00.*

*\*- Consider recommending adoption of a resolution authorizing the Agency to enter into a contract with Gonzales Architects in an amount not to exceed \$360,000 for a term of one year commencing on June 1, 2009 to provide architectural, design and engineering services associated with the preparation of Planned Area rezoning and Tentative Map application documents for the Miraflores Housing Development.*

**WITHDREW FROM THE AGENDA AT STAFF'S REQUEST – Consider recommending that the City Council (1) hold a public hearing to consider a resolution authorizing the issuance of not to exceed \$7,000,000 in multifamily housing mortgage revenue bonds for the Lillie Mae Jones Plaza Development; and (2) adopt a resolution authorizing the issuance of not to exceed \$7,000,000 in multifamily housing revenue bonds the Lillie Mae Jones Plaza Housing Development.**

*\*- Consider recommending that the Agency Board adopt a resolution authorizing the Agency to amend a contract with Holland and Knight to increase the contract by \$250,000 and to extend the term. The total contract amount would not exceed \$300,000, and the term of the amended contract would be until June 30, 2010.*

*\*- Consider recommending that the Agency Board adopt a resolution authorizing the execution of a contract with Ghirardelli Associates, Inc. (GAI) in an amount not to exceed \$242,695 to provide construction management and inspection services for capital improvement projects in Marina Bay for a term of June 1, 2009 through April 30, 2010.*

*\*- Consider recommending that the Agency Board adopt a resolution authorizing the execution of a contract with Watkin & Bortolussi, for installation of a new landscape irrigation controllers system throughout the landscaped public areas in Marina Bay in an amount not to exceed \$338,186 for a term of June 1, 2009 through December 31, 2009.*

***Consider recommending approval to purchase four additional vans for the Recreation Department, and four trucks for the Parks and Landscape Division to replace existing aged and worn vehicles presently in Richmond's fleet, in a total amount not to exceed \$262,700.***

- Rogers: Grant requested a three year approval. Would like to get more than four grants for this project.
- Recreation Department: Need additional vans such as, seven passenger vans for \$22,000.00 each and twelve passenger vans for \$22,580.00 each. One specific grant that Rogers mention to the Recreation Department, only funded 25% and Recreation Department had to fund 75%.

OUTCOME:

This item was recommended as two items to the City Council with the vans and cars agendized separately.

***\*- Consider recommending approval of a Contract Amendment No. 1 with Forster & Kroeger in an amount not to exceed \$251,000.04 for fire hazard vegetation control for the Point Molate facilities and beach area for Fiscal Year 2009/10.***

***Acknowledge and Discuss receipt of the draft CalCard Audit report as prepared by Kevin W. Harper, CPA.***

- Finance Department: Hired Auditor to determine the purchases made with Calcard and have 17 recommendations.
- Rogers: Soft cost not included in Auditors report. Turn into a \$50,000.00 problem and only got \$20,000.00 for Auditors report.
- Vice Mayor Lopez: Money was well spent with the Auditors report.

OUTCOME:

On motion of Councilmember Rogers, seconded by Vice Chair Lopez, accepted the report.

***\*- Consider directing staff to place excess general liability insurance coverage with the California Joint Powers Risk Management Authority (CJPRMA) for a period of three (3) years commencing July 1, 2009, in a premium amount not-to-exceed \$1,000,000 for fiscal year 2009/2010, and as adjusted on an annual basis thereafter.***

***Receive an update on the progress of the City of Richmond in applying for and receiving American Recovery and Reinvestment Act (ARRA) project funding.***

- Finance Department: Requested \$16 million for projects for different department such as Employment & Training, Police and other departments. Some money has already come.

- Vice Mayor Lopez: Move item with the requested letter.

OUTCOME:

On motion of Councilmember Rogers, seconded by Vice Chair Lopez, requested that a letter be sent to Rep. George Miller for guidance in identifying agencies to schedule meetings with.

*Discussion and direction to staff regarding code enforcement budgets, costs and priorities*

OUTCOME:

Continued to a future Finance Committee Meeting

*Discuss and direct staff concerning approaches to increase the utilization of under-utilized land in the Richmond BART area (this item was continued from the June 2, 2009, City Council meeting).*

- Rogers: Public landowners' areas and federal land areas in downtown Richmond should have one unified plan with its mixed commercial businesses and retail businesses.

OUTCOME:

Continued to a future Finance Committee Meeting

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

OUTCOME:

No Discussion

**OPEN FORUM/PUBLIC COMMENT**

There were no public speakers

**ADJOURNED**

The meeting adjourned at 10:16 a.m.