

October 7, 2011

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, October 7, 2011, 9:14 a.m.

Attendance: Present: Chair Beckles and Member Rogers

Absent: None

A. CONSENT CALENDAR

Item A.3 was removed from the Consent Calendar for discussion.

A motion was made by Councilmember Rogers and seconded by Chair

Beckles to approve Items A.1, A.2, and A.4 of the Consent Calendar

Passed For: 2; Against: 0; Abstain: 0; Absent: 0

1. **CONSIDER:** recommending approval of the purchase of a replacement landscape loader and backhoe loader for the Streets Division of the Public Works Department and a utility trailer for the Parks and Landscaping Division of Public Works from Pape Machinery Inc. in Newark, California for a total amount not to exceed \$193,500 - Public Works (Yader A. Bermudez 231-3008).
2. **CONSIDER:** recommending approval of an amendment to the contract with The Glen Price Group to develop proposal content, drafts, and attachments necessary to submit final copies of grant applications to various state and federal agencies or other funders by the agreed upon target dates. The contract term will be October 18, 2011 through June 30, 2012. The contact amount will be increased by \$40,000 for an amount not to exceed \$112,000 - Employment and Training Department (Sal Vaca 307-8021).
3. **CONSIDER:** recommending approval of a standing purchase order with Telfer Oil Company to provide various emulsion oils for asphalt paving and pothole repairs in an amount not to exceed \$50,000 per year for a three-year term - Public Works (Yader Bermudez 231-3008). ***Warren Williams of the Public Works Department gave comments. On motion of Councilmember Rogers, seconded by Chair Beckles recommended approval of a standing purchase order with Telfer Oil Company by the unanimous vote of the Finance Committee.***

4. **CONSIDER**: recommending adoption of a resolution authorizing contracts for as-needed mechanical building maintenance services with three mechanical building contractors to perform major mechanical building maintenance services at various city facilities including the Civic Center Plaza, the Main Library and the two Swim Centers in an amount not to exceed \$150,000 per firm over a three year period - Public Works (Yader Bermudez 231-3008).

B. ROUTINE ITEMS

1. **REVIEW**: of the city's Check Register - Finance Department (James Goins 620-6740). *No discussion.*
2. **CONSIDER**: recommending approval to refund the Joint Powers Financing Authority (JPFA) Reassessment Revenue Bonds, Series 2003-A - Finance Department (James Goins 620-6740). Debt Analyst Susan Segovia of the Finance Department, joined by Ralph Holmes and David Carlson of Delarosa Investment Bankers, gave an overview of the item which included a PowerPoint Presentation. *On motion of Councilmember Rogers, seconded by Chair Beckles recommended approval to refund the Joint Powers Financing Authority (JPFA) Reassessment Revenue Bonds, Series 2003-A by the unanimous vote of the Finance Committee.*
3. **REVIEW**: the city's Investment Report and Cash Balance Reports for the month of August 2011 - Finance Department (James Goins 620-6740). *No discussion.*

C. CONTRACTS & PAYMENTS

1. **CONSIDER**: recommending approval of an amendment to an existing \$95,000 contract with A-N West, Inc. Consulting Engineers by an additional \$250,000 to an amount not to exceed \$345,000 to provide on-call plan review support services - Planning and Building Services Department (Richard Mitchell 620-6706). *On motion of Councilmember Rogers, seconded by Chair Beckles recommended approval of an amendment to an existing \$95,000 contract with A-N West, Inc. by the unanimous vote of the Finance Committee.*
2. **CONSIDER**: recommending approval of the purchase of a replacement mobile communications unit for the Police Department in an amount not to exceed \$575,000 - Public Works (Yader Bermudez 231-3008). Equipment Services Superintendent Dee Karnes gave an overview of the item. *On motion of Councilmember Rogers, seconded by Chair Beckles recommended approval of the purchase of a replacement mobile communications unit for the Police Department by the unanimous vote of the Finance Committee.*

D. ADMINISTRATION, FISCAL POLICY & COUNCIL DIRECTED POLICY

- 1. DISCUSSION:** of ways to provide better and increased services through finding new revenue sources, obtaining organizational efficiencies, and redirecting existing sources of funding – City Council (Councilmember Rogers 620-6581).
Councilmember Rogers gave an update on his interest to start a program for inner city children that would education them on how to protect the Richmond Shoreline. He is currently seeking matching funding. He also encouraged staff to research ways the city may reduce the impact on the environment, i.e. e-mail as oppose to hard copies of letters and limit junk mail. Finance Manager Jim Goins stated that the Efficiency Committee was researching this issue and would give a status report at the November 4, 2011, Finance Committee Meeting.

OPEN FORUM/PUBLIC COMMENT

Council Intern Teresa Puentes-Sweetser stated that it was her last day of employment with the City Council, and that she has fully enjoyed working for the Council and staff. She also stated that she has gained so much knowledge in government and policy, and that she was very much appreciative for the experience and opportunity.

The meeting adjourned at 9:45 a.m.