

**CITY OF RICHMOND
FINANCE, ADMINISTRATIVE SERVICES AND ECONOMIC
DEVELOPMENT STANDING COMMITTEE**

**COUNCILMEMBER BUTT
COUNCILMEMBER LOPEZ**

**COUNCILMEMBER ROGERS, Chair
COUNCILMEMBER VIRAMONTES**

**NOTICE OF MEETING
OF THE
FINANCE, ADMINISTRATIVE SERVICES, and ECONOMIC DEVELOPMENT
STANDING COMMITTEE**

**TUESDAY, SEPTEMBER 11, 2007
12:00 P.M.**

*(This meeting may be delayed due to Council Closed Session, but will commence
directly after the session concludes)*

NOTICE IS HEREBY GIVEN THAT A SPECIAL MEETING of the Finance, Administrative Services and Economic Development Committee will be held Tuesday, September 11, 2007, at 12:00 p.m., in the Council Chambers of Richmond City Hall South, 1401 Marina Way South, Richmond, California.

THE PURPOSE OF THE MEETING IS AS FOLLOWS:

1. **DISCUSS & CONSIDER**: recommending that the City Council approve a proposed contract amendment with Shute, Mihaly & Weinberger, LLP to provide legal services to complete the EIR process for the Chevron Hydrogen and Energy Renewal Project by increasing the contract amount by \$97,000 to a total of \$192,000, and authorize the addition of Shute, Mihaly & Weinberger to the consultant list – (Planning Department) Richard Mitchell 621-1231.
 - a. Consider other directions to staff to include additional expertise in the Chevron project EIR process – Councilmember Jim Rogers 620-6581.
2. **DISCUSS & CONSIDER**: recommending to the City Council approval of adoption of a resolution appointing Bond and Disclosure Counsel and a Financial Advisor; Recommend authorizing the Finance Director to seek proposals from investment banking and other financial firms to provide financing of certain Port Terminal and related improvements in connection with the proposed expansion of the Auto Warehousing Corporation operation to accommodate importation of Honda Automobiles; Recommend directing the Finance Director and Port Director to present the selected financing package to the City Council for review and approval at a future council meeting - (Port/Finance Department) Jim Matzorkis 215-4600/ James Goins 620-6946.

3. **DISCUSS & CONSIDER**: a Fairness Fund to provide public financing for candidates to respond to independent campaign hit pieces – Councilmember Jim Rogers 620-6581.
4. **DISCUSS & CONSIDER**: measures to limit minor’s exposure to billboards advertising alcohol – Councilmember Jim Rogers 620-6581.
5. **STATUS REPORT**: from the Housing Authority on progress of a site specific security plan for all senior sites to include physical enhancement, recommended level of security, and modifications to management procedures – Councilmember Ludmyrna Lopez 620-6581.
6. **DISCUSS & CONSIDER**: recommending to the City Council adoption of an ordinance adding Chapter 2.35 to the Richmond Municipal Code to establish a fee in the amount of 5% of a State Video Franchise Holders’ gross revenues, payable as rent to operate within the public right-of-way, a fee in the amount of 1% of video service providers’ gross revenues to support public, educational and governmental access programming, and to establish a schedule of penalties for breach of customer service standards, in accordance with the Digital Infrastructure and Competition Act of 2006 – (I.T./KCRT) Sue Hartman / Cecily McMahan 620-6759.
7. **DISCUSS & CONSIDER**: recommending to the Redevelopment Agency Board the adoption of a resolution approving a Loan Agreement in the amount of \$1.2 million and an Easement Agreement, by and between the Richmond Community Redevelopment Agency and the Richmond Police Activities League, for the construction of gymnasium improvements and the provision of a public recreation easement for use of the gymnasium located at 234-22nd Street – (Richmond Community Redevelopment Agency) – Steve Duran 307-8140.
8. **DISCUSS & CONSIDER**: recommending that the Agency Board adopt a resolution authorizing the Executive Director to execute a contract amendment with PES Environmental, Inc. in an amount not to exceed \$270,000, for a total contract amount of \$1,255,180, to complete remediation of Marina Bay “Area T” (Richmond Community Redevelopment Agency) – Steve Duran 307-8140.
9. **DISCUSS & CONSIDER**: recommending that the City Council award a construction contract for the 2007 Pavement Rehabilitation Area A to Top Grade Construction in the amount of \$5,397,778 – (Engineering Division) Rich Davidson 307-8105.
10. **DISCUSS & CONSIDER**: recommending that the City Council award a construction contract for the 2007 pavement Rehabilitation Area B to Bay Cities paving and Grading, Inc. in the amount of \$1,911,793.40 - (Engineering Division) Rich Davidson 307-8105.

11. **ACKNOWLEDGE**: for filing purposes, receipt of the City of Richmond's Memorandum on Internal Control Structure for the year ending June 30, 2006, and, management's response to these comment – (Finance Department) – James Goins 620-6946.
12. **DISCUSS & CONSIDER**: recommending that the City Council approve an amendment to the existing contract with Maze & Associates Accountancy Group in the amount of \$456,470 for completion of all audit work and other requisite financial reports for the fiscal year ending June 30, 2007, and any other audit-related work, upon request of the Finance Director, that may be required during fiscal year 2007-2008. The total amount of the contract, encompassing three years of audit services, will increase to \$1,405,722 - (Finance Department) – James Goins 620-6946.
13. **DISCUSS & CONSIDER**: recommending that the City Council approve the Master Fee Schedule in accordance with Chapters 2.34.040 and 13.25.020 of the Richmond Municipal Code - (Finance Department) – James Goins 620-6946.
14. **DISCUSS & CONSIDER**: recommending that the City Council approve a five-year contract with Tyler Technologies for software configuration, data hosting, and end user-training services for the City's Enterprise Resource Planning (ERP) system. The annual payment for each of the five years of the contract will be \$644,200, for a total cost of \$3,221,000 - (Finance Department) – James Goins 620-6946.
15. **DISCUSS & CONSIDER**: recommending that the City Council approve a contract with CRW in the amount of \$524,500 to configure and install CRW's TRAKiT permitting, inspections and business license software, and to provide associated training for City Staff - (Finance Department) – James Goins 620-6946.
16. **DISCUSS & CONSIDER**: recommending that the City Council approve a contract amendment with the Government Finance Officers Association (GFOA) to assist the City with its Enterprise Resource Planning system implementation in an amount not to exceed \$193,500, for a total contract amount of \$373,140 - (Finance Department) – James Goins 620-6946.
17. **DISCUSS & CONSIDER**: recommending that the City Council place three performance audit firms on the panel of internal audits and award contracts with each proposed member of the pool for an amount not to exceed \$150,000 each to conduct performance audits. The three firms are: Kevin W. Harper, CPA, Moreland and Associates, Inc. and blueCONSULTING, Inc. Recommend approval of a contract with Kevin W. Harper, CPA for an amount not to exceed \$150,000 to conduct and audit the Public Works Department, which includes Parks & Landscaping, Streets, Facilities Maintenance, Equipment and Paratransit - (Finance Department) James Goins 620-6946.

- 18. DISCUSS & CONSIDER:** recommending that the City Council direct staff to work with the Goldman School of Public Policy (Goldman School) to conduct a study to review existing ordinances and policies that are designed to reduce the City's impact on the environment and provide recommendations for making the City's operations more sustainable. The study will also include education and outreach recommendations encouraging Richmond residents and businesses to adopt sustainable practices – Councilmember Ludmyrna Lopez 620-6581.
- 19. DISCUSSION:** of ways to provide better and increased services through finding new revenue sources, obtaining organizational efficiencies, and redirecting existing sources of funding – Councilmember Jim Rogers 620-6581.

OPEN FORUM / PUBLIC COMMENT