

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

**COUNCILMEMBER BUTT, Chair COUNCILMEMBER ROGERS
COUNCILMEMBER BECKLES**

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

**Friday, February 18, 2011
9:00 a.m.**

NOTICE IS HEREBY GIVEN THAT A REGULAR MEETING of the Finance, Administrative Services and Economic Development Committee will be held Friday, February 18, 2011, at 9:00 a.m., in the Council Chambers of the Community Services Building, 440 Civic Center Plaza, Richmond, California.

THE PURPOSE OF THE MEETING IS AS FOLLOWS:

A. ROUTINE ITEMS

1. **APPOINT**: a Chair and Vice Chair of the Finance, Administrative Services and Economic Development Committee for the 2011 calendar year.
2. **REVIEW**: of the City's Check Register - Finance Department (James Goins 620-6740).
3. **REVIEW**: of the City's Investment Report and Cash Balance Report for the months of November and December 2010 - Finance Department (James Goins 620-6740).
4. **ACKNOWLEDGE**: receipt of the City of Richmond's Comprehensive Annual Financial Report for the fiscal year ended June 30, 2010 - Finance Department (James Goins 620-6740).

B. CONTRACTS & PAYMENTS

1. **CONSIDER**: recommending approval of a contract with ERA Construction, Inc. of Richmond, CA, the lowest responsive bidder, to perform miscellaneous concrete repairs for FY 2010/11 - 2011/12 in the amount of \$456,190.00, and an amendment to the budget to include unspent encumbered funds from the Miscellaneous Concrete Repair FY 2009/10 - 2010/11 - Engineering Services (Edric Kwan / Andy Yeung 307-8108).

2. **CONSIDER**: recommending approval of the purchase of 15 police cars from Hoblit Motors of Woodland, California in an amount not to exceed \$340,000 - Public Works (Yader Bermudez 231-3009).
3. **CONSIDER**: recommending approval of the purchase of six permanent hydrogen sulfide monitors from Hadronex, Inc. to be placed within the Point Richmond neighborhood in an amount not to exceed \$310,000 - Engineering Services (Edric Kwan/Chad Davisson 620-5486).
4. **CONSIDER**: recommending approval to prepare the following actions for City Council approval to establish a West County Family Justice Center: (1) Acceptance of a grant deed of ownership from Contra Costa County for the building located at 256 24th St.; (2) Approval to finance up to \$2 million of tenant improvements through a 10-year capital lease (financed amount is anticipated to be approximately \$1.3 million), with annual debt service costs of \$250,000 or less being funded from both partner agencies and sponsor commitments. The City's portion of the annual debt service is estimated to be approximately \$30,000 annually for 10 years; (3) Approval of a contract with Kawasaki Architects, Inc. in an amount not to exceed \$149,500 for architectural and design services related to the needed tenant improvements; and (4) Approval of a Memorandum of Understanding (MOU) among the City of Richmond, Contra Costa County, Community Violence Solutions, STAND!, and Bay Area Legal Aid to operate this building as the West County Family Justice Center, including partial payment of the debt service for tenant improvements - Police Department (Chief Chris Magnus 621-1802).

**C. ADMINISTRATION, FISCAL POLICY & COUNCIL DIRECTED
POLICY**

1. **REVIEW**: the City of Richmond Retiree Healthcare Plan Actuarial Valuation Report as of July 1, 2009 - Finance Department (James Goins/Latha Ravinder 620-6740).
2. **RECEIVE**: a status report on Federal-Aid project oversight and Safe Routes to School (Cycle 2) project - City Council (Vice Mayor Butt 236-7435).
3. **RECEIVE**: an update and provide direction to staff concerning the possibility of the Lawrence Berkeley Lab expansion locating in Richmond - City Council (Councilmember Rogers 867-5725).
4. **DIRECT**: staff to request proposals to hire qualified consultant firms and individuals to implement components of the Greenprint Alternative Transportation Program to be directed and managed by the City - City Manager's Office (Bill Lindsay 620-6512).
5. **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).

OPEN FORUM/PUBLIC COMMENT