



CITY OF RIVERBANK  
**REGULAR CITY COUNCIL AND THE  
LOCAL REDEVELOPMENT AUTHORITY BOARD  
MEETINGS**

(The City Council also serves as the LRA Board)  
City Hall North • Council Chambers  
6707 Third Street • Suite B • Riverbank • CA • 95367

## AGENDA

**TUESDAY, MAY 8, 2018– 6:00 P.M.**

(THE AGENDA PACKET IS POSTED AT THE CITY CLERK'S OFFICE AND AT [WWW.RIVERBANK.ORG](http://WWW.RIVERBANK.ORG))

- CALL TO ORDER:** Mayor/Chair Richard D. O'Brien
- FLAG SALUTE:** Mayor/Chair Richard D. O'Brien
- INVOCATION:** Riverbank Ministerial Association
- ROLL CALL:** Mayor/Chair Richard D. O'Brien  
Vice Mayor/Chair Darlene Barber-Martinez (CM-D4)  
Council/Authority Member District 2 Cindy Fosi  
Council/Authority Member Cal Campbell  
Council/Authority Member Leanne Jones Cruz

**CHANGES TO THE AGENDA:** Mayor/Chair Richard D. O'Brien

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| <b>CONFLICT OF INTEREST</b> |
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| Any Council/Authority Member or Staff who has a direct Conflict of Interest on any scheduled agenda item to be considered is to declare their conflict at this time. |
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### **1. PRESENTATIONS**

**Item 1.1:** Proclamation – National Bike Month May 2018.

### **2. PUBLIC COMMENTS (No Action Can Be Taken)**

At this time, members of the public may comment on any item not appearing on the agenda, and within the subject matter jurisdiction of the City Council/LRA Board. Individual comments will be limited to a **maximum of 5 minutes** per person and each person may speak once during this time; time cannot be yielded to another person. Under State Law, matters presented during the public comment period cannot be discussed or acted upon. For record purposes, state your name and City of residence. Please make your comments directly to the City Council/LRA Board.

**3. CONSENT CALENDAR**

*All items listed on the Consent Calendar are to be acted upon by a single action of the City Council/LRA Board unless requested by an individual Council/Authority Member or member of the public for special consideration. Otherwise, the recommendation of staff will be accepted and acted upon by motion of the City Council/LRA Board.*

**Item 3.A:** Waive Readings. All Readings of ordinances and resolutions, except by title, are waived.

**Item 3.B:** Approval of the April 24, 2018, City Council and Local Redevelopment Authority Minutes.

**Recommendation:** It is recommended that City Council/LRA Board approve the Consent Calendar items by roll call vote.

**4. UNFINISHED BUSINESS** There are no items to consider.

**5. PUBLIC HEARINGS** There are no items to consider.

**6. NEW BUSINESS**

**LRA Item 6.1:** **Accept Report on Status of LRA Budget for First/Second Quarter FY 2017/18** – It is recommended that the Local Redevelopment Authority (“LRA”) Board of Directors (“Board”) receive and approve the first and second quarter revenue and expenditure report (July 1, 2017 through December 31, 2017).

**Item 6.2:** **Use of Housing Related Parks Grant Funding on Community Center Renovation and/or Pool Locker Room** – It is recommended that the City Council consider and provide direction on the use of the Housing Related Parks Grant Funds for the renovation of the Community Center Building and/or the Pool Locker Room.

**7. COMMENTS/REPORTS**

A brief report on notable attendance of a meeting or conference or other notable topics of business shall be made. The Brown Act does not allow for discussion or action by the City Council.

**Item 7.1:** Staff

**Item 7.2:** Council/Authority Member

**Item 7.3:** Mayor/Chair

**8. CLOSED SESSION**

The public will have a limit of 5 minutes to comment on Closed Session item(s) as set forth on the agenda prior to the City Council/LRA Board adjourning to Closed Session.

**Item 8.1: CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

Pursuant to Government Code Section 54956.8

Property: 062-031-005, 062-031-006, 062-031-007

Agency Negotiator: Marisela Garcia, Assistant City Manager

Property Negotiator: Aemetis, Inc.

**9. REPORT FROM CLOSED SESSION****Item 9.1: Report from Closed Session on Item 8.1: CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

**ADJOURNMENT** (The next regular City Council meeting – Tuesday, May 22 @ 6:pm)

**UPCOMING EVENTS:**

|                                                    |                                                                                                                                                                                                                                                                                                                            |
|----------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>City Hall Friday Office Hours</b>               | <ul style="list-style-type: none"> <li>• <b><u>City Offices are Closed Alternating Fridays</u></b> <ul style="list-style-type: none"> <li>o Friday: May 4 and May 18 – CLOSED</li> <li>o Friday: May 11 and 25 – OPEN from 8:00 am to 5:00 p.m.</li> </ul> </li> </ul>                                                     |
| <b>2018 Canceled Regular City Council Meetings</b> | <ul style="list-style-type: none"> <li>• <b><u>City Council voted to cancel the following regular meetings:</u></b> <ul style="list-style-type: none"> <li>o Tuesday, July 10, 2018</li> <li>o Tuesday, August 14, 2018</li> <li>o Tuesday, November 27, 2018</li> <li>o Tuesday, December 25, 2018</li> </ul> </li> </ul> |

### AFFIDAVIT OF POSTING

**I hereby certify under penalty of perjury, under the laws of the State of California that the foregoing agenda was posted 72 hours prior to the meeting on the exterior public bulletin board at North City Hall in accordance to the Brown Act.**

**Posted this 3<sup>rd</sup> day of May, 2018**

*/s/ Annabelle H. Aguilar,, CMC, City Clerk / LRA Recorder*

**Notice Regarding Americans with Disabilities Act:** In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office at (209) 863-7122 or cityclerk@riverbank.org. Notification (72) hours before the meeting will enable the City to make reasonable arrangements to ensure any special needs are met. [28 CFR 35.102-35.104 ADA Title II].

**Notice Regarding Non-English Speakers:** Pursuant to California Constitution Article III, Section IV, establishing English as the official language for the State of California, and in accordance with California Code of Civil Procedures Section 185, which requires proceedings before any State Court to be in English, notice is hereby given that all proceedings before the City of Riverbank City Council/LRA Board shall be in English and anyone wishing to address the Council is required to have a translator present who will take an oath to make an accurate translation from any language not English into the English language.

### GENERAL INFORMATION

|                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Meeting Schedule</b>                        | The City Council Members also serve as the LRA Board Members. The Riverbank City Council/LRA Board meets in the City Hall North Council Chambers. Regular City Council meetings are held on the 2nd and 4th Tuesdays of each month at 6:00 p.m. The Local Redevelopment Authority Board meets on an "as needed" basis. Meetings are held as indicated, unless otherwise noticed.                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>City Council / LRA Agenda &amp; Reports</b> | The City Council/LRA Board agenda is posted pursuant to the California Brown Act, which only requires these agenda title pages to be posted near the entrance of the location where the meeting is to be held and, when available, on the City's website. Additional documents may be provided by the City in its efforts of transparency to keep the public well informed. <b>The agenda packet (agenda plus supporting documents) are posted for public review at the City Clerk's Office, 6707 Third Street, Riverbank, CA and at <a href="http://www.riverbank.org">www.riverbank.org</a> upon distribution to a majority of the City Council/LRA Board.</b> A subscription to receive the agenda can be purchased for a nominal fee through the City Clerk's Office. |
| <b>Public Hearings</b>                         | In general, a public hearing is an open consideration within a regular meeting of the City Council or a meeting of the LRA, for which special notice has been given and may be required. During a specified portion of the hearing, any resident or concerned individual is invited to present protests or offer support for the subject under consideration.                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Televised / Video of Meetings</b>           | City Council/LRA meetings are televised on Charter Channel 2 and AT&T Uverse Channel 99. Video of the meeting and the schedule of replays may be seen on the City's website, under the "Action 2" Icon. (Note: Technical difficulty occurs on occasion preventing the televising or recording of the meeting.)                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Questions</b>                               | Contact the City Clerk at (209) 863-7122 or aaguilar@riverbank.org                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |

# **RIVERBANK CITY COUNCIL AGENDA ITEM NO. 1.1**

## **SECTION 1: PRESENTATIONS**

|                      |                                                             |
|----------------------|-------------------------------------------------------------|
| <b>Meeting Date:</b> | May 8, 2018                                                 |
| <b>Subject:</b>      | Proclamation – National Bike Month May 2018                 |
| <b>From:</b>         | Marisela Garcia, Assistant City Manager/Director of Finance |
| <b>Submitted by:</b> | Cheryl Stefani, Administrative Assistant                    |

### **RECOMMENDATION**

It is recommended that the City Council read the Proclamation for National Bike Month May 2018 and present to Kari McNickle on behalf of Dibs.

### **SUMMARY**

The month of May has been designated as National Bike Month by National, State, and local governments. Bicycling can provide numerous benefits to communities and its residents. Bicycling is a healthy form of exercise and can easily be incorporated into an individual's daily schedule; and serves as an example of a healthy lifestyle for children to emulate. Businesses in communities are increasingly becoming more aware of the benefits of encouraging employees to be more health conscious and are supporting the idea of commuting to work by providing bicycle parking. In addition to the physical advantages that bicycling provides for residents, the use of bicycles rather than vehicles helps reduce air emissions and improves air quality in the environment. Bicycling helps to combat traffic congestion by lessening the amount of cars on the road; decreases the deterioration of streets and road surfaces; and reduces overall noise. The City of Riverbank is asked to recognize and support the National Bike Month May 2018; as well as Bike to Work Week, the week of May 14 – 18, 2018.

### **FINANCIAL IMPACT**

There is no financial impact with the report.

### **ATTACHMENT**

1. Proclamation



**CITY OF RIVERBANK**

**PROCLAMATION**

**NATIONAL BIKE MONTH MAY 2018**

**WHEREAS**, bicycle riding has been celebrated as a utilitarian, economical, and environmentally sound mode of transportation since 1956; and

**WHEREAS**, the month of May has been designated as National Bike Month by National, State, and local governments, in order to promote greater public awareness of bicycle operation and safety education in an effort to reduce accidents, injuries, and fatalities; and

**WHEREAS**, regular bicycling incorporates a healthy form of exercise into an individual's daily routine and serves to model healthy practices to children and an increasing number of businesses have installed bicycle parking to support employees who commute by bicycle; and

**WHEREAS**, the City of Riverbank encourages the increased use of the bicycle, benefiting all citizens by improving air quality, reducing traffic congestion and noise, decreasing the use of and dependence upon finite energy sources, and fostering exercise; and

**WHEREAS**, the education of cyclists and motorists as to the proper and safe operation of bicycles is important to ensure the safety and comfort of all users.

**NOW, THEREFORE, LET IT BE RESOLVED** the City Council of the City of Riverbank does hereby recognize the month of May 2018 as National Bike Month, and the week of May 14 - 18, 2018 as Bike to Work Week; and urges all road users to share the road safely with bicyclists.

**May 8, 2018**

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**Richard D. O'Brien**  
**Mayor**

## **RIVERBANK CITY COUNCIL / LRA AGENDA ITEM NO. 3.A**

### **SECTION 3: CONSENT CALENDAR**

|                      |                                                             |
|----------------------|-------------------------------------------------------------|
| <b>Meeting Date:</b> | May 9, 2018                                                 |
| <b>Subject:</b>      | Waiver of Readings                                          |
| <b>From:</b>         | Marisela Garcia, Assistant City Manager/Director of Finance |
| <b>Submitted by:</b> | Annabelle Aguilar, CMC, City Clerk / LRA Recorder           |

#### **RECOMMENDATION**

It is recommended that the City Council / LRA Board approve the waiver of readings of Ordinances and Resolutions, except by title.

#### **SUMMARY**

The approval of the waiver of readings will allow Ordinances and Resolutions to be introduced by title only and acted upon without the need to read the entire text of the item into the public record. The documents related to proposed Ordinances and Resolutions are available for review by the public on the City's website and in the City Clerk's office at City Hall (North).

#### **FINANCIAL IMPACT**

There is no financial impact to this item.

#### **ATTACHMENTS**

There are no attachments to this report.

**RIVERBANK CITY COUNCIL / LOCAL REDEVELOPMENT AUTHORITY  
AGENDA ITEM NO. 3.B**

**SECTION 3: CONSENT CALENDAR**

|                      |                                                                                        |
|----------------------|----------------------------------------------------------------------------------------|
| <b>Meeting Date:</b> | May 8 2018                                                                             |
| <b>Subject:</b>      | Approval of the April 24, 2018, City Council and Local Redevelopment Authority Minutes |
| <b>From:</b>         | Marisela Garcia, Assistant City Manager/Director of Finance                            |
| <b>Submitted by:</b> | Annabelle Aguilar, CMC, City Clerk / LRA Recorder                                      |

**RECOMMENDATION**

It is recommended that the City Council / Local Redevelopment Authority Board approve the City Council /LRA Meeting Minutes as presented.

**SUMMARY**

The Draft Minutes of the April 24, 2018, regular City Council and the Local Redevelopment Authority Board meetings have been prepared for review and approval.

**FINANCIAL IMPACT**

There is no financial impact to this item.

**ATTACHMENT**

1. April 24, 2018, City Council and LRA Minutes



**City of Riverbank**  
**REGULAR CITY COUNCIL AND**  
**LOCAL REDEVELOPMENT AUTHORITY BOARD**  
(The City Council also serves as the LRA Board)

**MINUTES OF**  
**TUESDAY, APRIL 24, 2018**

Verbatim proceedings of the meetings may be viewed on-line or a copy may be provided for a fee.

**CALL TO ORDER:**

The City Council and Local Redevelopment Authority Board of the City of Riverbank met at 6:00 p.m. on this date at the Riverbank City Council Chambers, 6707 Third Street, Suite B, Riverbank, California, with Mayor/Chair Richard D. O'Brien presiding.

**FLAG SALUTE:**

Mayor/Chair Richard D. O'Brien

**INVOCATION:**

Pastor Woods, Riverbank Ministerial Association

**ROLL CALL:**

Present

Mayor/Chair Richard D. O'Brien  
Vice Mayor/Chair Leanne Jones Cruz  
Council/Authority Member District 2 Cindy Fosi  
Council/Authority Member District 4 Darlene Barber-Martinez  
Council/Authority Member Cal Campbell

**AGENDA CHANGES:** Mayor/Chair Richard D. O'Brien – *reported that LRA Item 6.1 would be pulled from the agenda and considered at a future City Council meeting, and Item 3.B is consideration of the April 10, 2018, City Council/LRA minutes.*

**CONFLICT OF INTEREST**

Any Council/Authority Member or Staff who has a direct Conflict of Interest on any scheduled agenda item to be considered is to declare their conflict at this time.

*No one declared a conflict.*

**1. PRESENTATIONS**

There were no presentations.

**2. PUBLIC COMMENTS (No Action Can Be Taken)**

At this time, members of the public may comment on any item not appearing on the agenda, and within the subject matter jurisdiction of the City Council/LRA Board. Individual comments will be limited to a **maximum of 5 minutes** per person and each person may speak once during this time; time cannot be

yielded to another person. Under State Law, matters presented during the public comment period cannot be discussed or acted upon. For record purposes, state your name and City of residence. Please make your comments directly to the City Council/LRA Board.

*No comments were made.*

### **3. CONSENT CALENDAR**

All items listed on the Consent Calendar are to be acted upon by a single action of the City Council/LRA Board unless otherwise requested by an individual Council/Authority Member for special consideration. Otherwise, the recommendation of staff will be accepted and acted upon by roll call vote.

**Item 3.A:** Waive Readings. All Readings of ordinances and resolutions, except by title, are waived.

**Item 3.B:** Approval of the ~~March 27, 2018~~, April 10, 2018, City Council and Local Redevelopment Authority Board Minutes.

**Item 3.C:** Recommend Approval of a **Resolution [No. 2018-06]** accepting the List of Senate Bill (SB) 1 Funded Projects to be submitted to the California Transportation Commission (CTC) for Fiscal Year 2018-2019.

**Recommendation:** It is recommended that City Council/LRA Board approve the Consent Calendar items by roll call vote.

**ACTION:** *By motion moved and seconded (Barber-Martinez / Jones Cruz / passed 5-0) to approve Consent Calendar Items 3.A, 3.B, and 3.C as presented.*

*Motion carried by unanimous City Council and LRA Board roll call vote.*

*AYES: Fosi, Campbell, Jones Cruz, Barber-Martinez, and Mayor/Chair O'Brien*

*NAYS: None / ABSENT: None / ABSTAINED: None*

**4. UNFINISHED BUSINESS** There were no items to consider.

### **5. PUBLIC HEARINGS**

The public hearing notice for Item 5.1 was published in the Riverbank News on 04/04/2018 and 04/11/2018.

**Item 5.1:** **A Resolution [No. 2018-017] Authorizing a 3.5% Inflationary Adjustment Increase to the City of Riverbank System Development Fees Based on the Construction Cost Index to be effective June 23, 2018** – It is recommended that the City Council consider adopting a resolution authorizing a 3.5% Inflationary Adjustment increase to the City of Riverbank System Development Fees (also known as Development Impact Fees) based on the Construction Cost Index.

*Assistant City Manager/Director of Finance Marisela Garcia presented the staff report.  
Mayor O'Brien opened the public hearing at 6:12 p.m.; no one spoke, the hearing was closed.*

**ACTION:**     *By motion moved and seconded (Campbell / Jones Cruz / passed 5-0) to adopt Resolution No. 2018-017 authorizing a 3.5% Inflationary Adjustment increase to the City of Riverbank System Development Fees (also known as Development Impact Fees) based on the Construction Cost Index as presented.  
Motion carried by unanimous City Council roll call vote.  
AYES: Fosi, Campbell, Jones Cruz, Barber-Martinez and Mayor O'Brien  
NAYS: None / ABSENT: None / ABSTAINED: None*

## **6. NEW BUSINESS**

**LRA Item 6.1:**     ~~Accept Report on Status of LRA Budget for First/Second Quarter FY 2017/18~~     ~~It is recommended that the Local Redevelopment Authority ("LRA") Board of Directors ("Board") receive and approve the first and second quarter revenue and expenditure report (July 1, 2017 through December 31, 2017.~~

**Item 6.2:**     **A Resolution [No. 2018-018] Authorizing an Animal Control Services Agreement with the City of Oakdale to Provide Animal Control Services in the City of Riverbank and Its Execution by the City Manager or Assistant City Manager** – It is recommended that the City Council consider adopting a Resolution authorizing an Animal Control Services Agreement with the City of Oakdale to Provide Animal Control Services in the City of Riverbank.

*Assistant City Manager/Director of Finance Marisela Garcia presented the staff report.  
City Council and Staff discussed the item.*

**ACTION:**     *By motion moved and seconded (O'Brien / Jones Cruz / passed 5-0) to adopt Resolution No. No. 2018-018 authorizing an Animal Control Services Agreement with the City of Oakdale to Provide Animal Control Services in the City of Riverbank and its Execution by the City Manager or Assistant City Manager as presented. Motion carried by unanimous City Council roll call vote.  
AYES: Fosi, Campbell, Jones Cruz, Barber-Martinez, and Mayor O'Brien  
NAYS: None / ABSENT: None / ABSTAINED: None*

## **7 COMMENTS/REPORTS**

A brief report on attendance of a meeting or conference or other notable topics of business shall be made. The Brown Act does not allow for discussion or action by the City Council.

**Item 7.1:** Staff

**Item 7.2:** Council/Authority Member

- *Council/Authority Member Campbell reported on the Illegal Fireworks Ad Hoc Committee meeting, and the League of California Cities Legislative Day Conference.*
- *Vice Mayor/Chair Barber-Martinez reported on the League of California Cities Community Services Policy Committee meeting, and the Stanislaus County Disaster Council meeting.*

**Item 7.3:** Mayor/Chair

*Mayor/Chair O'Brien: 1) reported on the League of California Cities Environmental Quality Policy Committee, 2) reported on the efforts to provide 6 to 7 housing units for homeless Veterans, 3) commented on the need to address CalPERS massive debt, and 4) requested that staff conduct an analysis on space for future staffing.*

## **8. CLOSED SESSION**

The public will have a limit of 5 minutes to comment on Closed Session item(s) as set forth on the agenda prior to the City Council/LRA Board recessing into Closed Session.

### **Item 8.1:** CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Pursuant to Government Code Section 54956.8  
Property: 062-031-005, 062-031-006, 062-031-007  
Agency Negotiator: Marisela Garcia, Assistant City Manager  
Property Negotiator: Aemetis, Inc.

### **Item 8.2:** CONFERENCE WITH LABOR NEGOTIATORS

Pursuant to Government Code § 54957.6  
Agency representative: Marisela Garcia, Assistant City Manager  
Employee organizations: Miscellaneous Employees  
Mid-Management Bargaining Unit

*Mayor/Chair O'Brien announced the Closed Session Item and opened the item for public comment; no one spoke. The meetings were recessed and City Council went into Closed Session at 6:22 p.m.*

## **9. REPORT FROM CLOSED SESSION**

*Mayor/Chair O'Brien reconvened the meetings at 7:22 p.m.*

**Item 9.1:** Report from Closed Session on Item 8.1: **CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

*Mayor O'Brien reported that direction was provided to staff.*

**Item 9.2:** Report from Closed Session on Item 8.2: **CONFERENCE WITH LABOR NEGOTIATORS** – Miscellaneous and Mid-Management Bargaining units

*Mayor O'Brien reported that direction was provided to staff.*

### **ADJOURNMENT**

There being no further business, Mayor/Chair O'Brien adjourned the meetings at 7:23 p.m.

**ATTEST:** (*Adopted 05/08/2018*)

**APPROVED:**

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Annabelle H. Aguilar, CMC  
City Clerk / LRA Recorder

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Richard D. O'Brien  
Mayor / Chair

**RIVERBANK LOCAL REDEVELOPMENT AUTHORITY**  
**AGENDA ITEM NO. 6.1**

**SECTION 6: NEW BUSINESS**

|                      |                                                                           |
|----------------------|---------------------------------------------------------------------------|
| <b>Meeting Date:</b> | May 8, 2018                                                               |
| <b>Subject:</b>      | Accept Report on Status of LRA Budget for First/Second Quarter FY 2017/18 |
| <b>From:</b>         | Marisela Garcia, Assistant City Manager/Director of Finance               |
| <b>Submitted by:</b> | Melissa Holdaway, Administrative Analyst II                               |

**RECOMMENDATION**

It is recommended that the Local Redevelopment Authority (“LRA”) Board of Directors (“Board”) receive and approve the first and second quarter revenue and expenditure report (July 1, 2017 through December 31, 2017).

**SUMMARY**

This report covers the first half revenue and expenditures specifically for the time period from July 1, 2017 through December 31, 2017.

**BACKGROUND:**

In April 2010, the LRA Board adopted a resolution that requires LRA staff to provide a quarterly report to the LRA Board on the status of the budget. This report is intended to comply with that requirement.

This report is a snapshot of the LRA's financials as of the date of the report. A final report will be prepared at the end of the fiscal year that reflects additional details regarding revenue and expenditures from this quarter that may not have been included at the time this staff report was due.

**FINANCIAL IMPACT**

**Fund 197 – Leasehold Revenue**

Revenue was lower than expected. This is because utility revenue can lag by 30-60 days between the time Hetch Hetchy bills the LRA for power and when the tenants pay their utility bills.

Additionally, the Army has changed the funding avenue for payment of DOD caretaker revenue thus creating a delay in receipt of outstanding payments in the first half. We are working on the process to receive timely payments in the future.

Expenditures were slightly higher than anticipated due to the additional costs, specifically in legal and the Signing ceremony.

#### **Fund 198 – Office of Economic Adjustment Grant (OEA)**

Revenue and expenditures in line with expectations for the first half of this fiscal year. This grant has closed and in the process of reapplying for an additional six months.

#### **Fund 199 – Environmental Services Cooperative Agreement (ESCA #2)**

Revenue and expenditures are in line with the completed Scope of Work to date. We are 80% complete as of this reporting.

The roofing/siding capital project is 65% complete with a projection of cost overruns due to material price increases. We also have had some labor increases due to weekend work and power shutdowns to accommodate tenants.

#### **STRATEGIC PLANNING ALIGNMENT**

The presentation of the LRA's FY 2017/18 Mid-Year budget supports the City's mission and reinforces the City's core values of transparency and fiscal responsibility.

#### **ATTACHMENT**

1. FY 2017/18 LRA Budget by Fund

|                                                  | <u>2017-18<br/>Budget</u> | <u>First<br/>Quarter<br/>Jul-Sept</u> | <u>Second<br/>Quarter<br/>Oct-Dec</u> | <u>Third<br/>Quarter<br/>Jan-Mar</u> | <u>Fourth<br/>Quarter<br/>Apr-Jun</u> | <u>Year to<br/>Date</u> | <u>2017-18<br/>Balance</u> |
|--------------------------------------------------|---------------------------|---------------------------------------|---------------------------------------|--------------------------------------|---------------------------------------|-------------------------|----------------------------|
| <b>Fund 197</b>                                  |                           |                                       |                                       |                                      |                                       |                         |                            |
| Rents                                            | 1,200,000                 | 322,422                               | 320,401                               |                                      |                                       | 642,823                 | 557,177                    |
| Sale of Personal Property                        | 20,000                    |                                       |                                       |                                      |                                       | 0                       | 20,000                     |
| DOD Caretaker Revenue                            | 100,800                   |                                       |                                       |                                      |                                       | 0                       | 100,800                    |
| Utility Revenue from Tenants                     | 280,000                   | 16,752                                | 44,258                                |                                      |                                       | 61,010                  | 218,990                    |
| Miscellaneous Revenue                            | 20,000                    | 2,765                                 | 7,614                                 |                                      |                                       | 10,379                  | 9,621                      |
| <b>Total Revenue</b>                             | <b>1,620,800</b>          | <b>341,939</b>                        | <b>372,272</b>                        | <b>-</b>                             | <b>-</b>                              | <b>714,211</b>          | <b>906,589</b>             |
| <b>Administrative Expenses</b>                   |                           |                                       |                                       |                                      |                                       |                         |                            |
| Salaries                                         | 115,287                   | 6,317                                 | 5,560                                 |                                      |                                       | 11,877                  | 103,410                    |
| Fringe                                           | 71,436                    | 3,583                                 | 6,880                                 |                                      |                                       | 10,463                  | 60,973                     |
| Travel                                           | 1,000                     |                                       |                                       |                                      |                                       | 0                       | 1,000                      |
| Equipment                                        |                           |                                       |                                       |                                      |                                       | 0                       |                            |
| Office Supplies/Legal Ads                        | 1,978                     | 37                                    | 165                                   |                                      |                                       | 203                     | 1,775                      |
| Phones                                           | 3,429                     | 43                                    | 140                                   |                                      |                                       | 183                     | 3,246                      |
| Copier                                           | 740                       | 106                                   |                                       |                                      |                                       | 106                     | 634                        |
| Postage                                          | 200                       | 10                                    | 8                                     |                                      |                                       | 18                      | 182                        |
| Janitorial                                       | 1,671                     | 76                                    |                                       |                                      |                                       | 76                      | 1,595                      |
| Marketing/Branding                               | 5,000                     |                                       | 6,836                                 |                                      |                                       | 6,836                   | -1,836                     |
| <b>Professional Services</b>                     |                           |                                       |                                       |                                      |                                       |                         | 0                          |
| Legal - General Municipal                        | 50,000                    | 1,718                                 | 1,686                                 |                                      |                                       | 3,404                   | 46,596                     |
| Legal - Conveyance                               | 5,500                     | 5,140                                 | 52,384                                |                                      |                                       | 57,524                  | -52,024                    |
| Other Services                                   | 2,500                     | 3,800                                 | 125                                   |                                      |                                       | 3,925                   | -1,425                     |
| Insurance Premiums                               | 100,000                   |                                       |                                       |                                      |                                       | 0                       | 100,000                    |
| <b>Facility Operations &amp; Maintenance</b>     |                           |                                       |                                       |                                      |                                       |                         |                            |
| Well maintenance                                 | 550                       |                                       | 1,110                                 |                                      |                                       | 1,110                   | -560                       |
| Permits                                          | 2,000                     |                                       |                                       |                                      |                                       | 0                       | 2,000                      |
| Water Testing                                    | 3,150                     | 590                                   | 910                                   |                                      |                                       | 1,500                   | 1,650                      |
| Electrical PM                                    | 73,500                    |                                       | 4,961                                 |                                      |                                       | 4,961                   | 68,539                     |
| Fire Suppression Maintenance                     | 7,350                     | 3,614                                 | 3,008                                 |                                      |                                       | 6,622                   | 728                        |
| Landscaping                                      | 9,480                     | 1,586                                 | 2,370                                 |                                      |                                       | 3,956                   | 5,524                      |
| Propane                                          | 3,200                     | 2,170                                 | 949                                   |                                      |                                       | 3,119                   | 81                         |
| Repairs                                          | 94,500                    | 4,724                                 | 24,442                                |                                      |                                       | 29,166                  | 65,334                     |
| Fire Assessment Fees                             | 200                       |                                       |                                       |                                      |                                       | 0                       | 200                        |
| Common Area Costs (electric, water, garbage)     | 350,000                   | 29,562                                | 84,200                                |                                      |                                       | 113,762                 | 236,238                    |
| Infrastructure Improvements                      | 25,000                    |                                       |                                       |                                      |                                       | 0                       | 25,000                     |
| Tenant Improvements                              | 25,000                    | 19,829                                | 3,864                                 |                                      |                                       | 23,693                  | 1,307                      |
| <b>Facility Mgmt/Security Services Contracts</b> |                           |                                       |                                       |                                      |                                       |                         |                            |
| Security                                         | 200,000                   | 32,595                                | 48,219                                |                                      |                                       | 80,814                  | 119,186                    |
| Facility Management                              | 500,000                   | 82,361                                | 123,868                               |                                      |                                       | 206,229                 | 293,771                    |
| <b>Total Expenditures</b>                        | <b>1,652,671</b>          | <b>197,861</b>                        | <b>371,685</b>                        | <b>-</b>                             | <b>-</b>                              | <b>569,546</b>          |                            |
| <b>Net Revenues Less Expenditures</b>            | <b>-31,871</b>            | <b>144,078</b>                        | <b>588</b>                            | <b>-</b>                             | <b>-</b>                              | <b>144,665</b>          |                            |

|                                       | <u>2016-17<br/>Budget</u> | <u>First Quarter<br/>Jul-Sept</u> | <u>Second<br/>Quarter Oct-<br/>Dec</u> | <u>2016-17 Year<br/>to Date</u> |
|---------------------------------------|---------------------------|-----------------------------------|----------------------------------------|---------------------------------|
| <b>Fund 198</b>                       |                           |                                   |                                        |                                 |
| <i>OEA Grants</i>                     | <b>172,026</b>            | <b>108,507</b>                    | <b>63,519</b>                          | <b>172,026</b>                  |
| <b>Total Revenue</b>                  | <b>172,026</b>            | <b>108,507</b>                    | <b>63,519</b>                          | <b>172,026</b>                  |
| <i>Salaries</i>                       | <b>77,841</b>             | <b>39,210</b>                     | <b>38,631</b>                          | <b>77,841</b>                   |
| <i>Fringe</i>                         | <b>39,155</b>             | <b>21,181</b>                     | <b>17,974</b>                          | <b>39,155</b>                   |
| <b>Administrative Expenses</b>        |                           |                                   |                                        | <b>0</b>                        |
| <i>Travel</i>                         |                           |                                   |                                        | <b>0</b>                        |
| <i>Office Supplies/Legal Ads</i>      | <b>1,402</b>              | <b>261</b>                        | <b>884</b>                             | <b>1,145</b>                    |
| <i>Phones</i>                         | <b>2,419</b>              | <b>300</b>                        | <b>979</b>                             | <b>1,279</b>                    |
| <i>Copier</i>                         | <b>760</b>                | <b>743</b>                        |                                        | <b>743</b>                      |
| <i>Postage</i>                        | <b>20</b>                 | <b>19</b>                         |                                        | <b>19</b>                       |
| <i>Janitorial</i>                     | <b>929</b>                | <b>530</b>                        |                                        | <b>530</b>                      |
| <i>Marketing/Branding</i>             |                           |                                   |                                        | <b>0</b>                        |
| <b>Professional Services</b>          |                           |                                   |                                        | <b>0</b>                        |
| <i>Legal</i>                          | <b>49,500</b>             | <b>46,262</b>                     | <b>5,051</b>                           | <b>51,313</b>                   |
| <i>Other Services</i>                 |                           |                                   |                                        | <b>0</b>                        |
| <b>Total Expenditures</b>             | <b>172,026</b>            | <b>108,507</b>                    | <b>63,519</b>                          | <b>172,026</b>                  |
| <b>Net Revenues Less Expenditures</b> | <b>0</b>                  | <b>0</b>                          | <b>0</b>                               | <b>0</b>                        |

FUND 199

**ESCA #2**

Available Fund Balance, June 30, 2017                      \$     5,256,641

|                                  | Quarter 1<br>9/30/2017 | Quarter 2<br>12/31/2017 | Quarter 3<br>3/31/2018 | Quarter 4<br>6/30/2018 |
|----------------------------------|------------------------|-------------------------|------------------------|------------------------|
| <b>REVENUES (FY 2017-2018)</b>   |                        |                         |                        |                        |
| Cash Request #6, #7 and #8       | \$     4,599,727       | \$     906,682          |                        |                        |
| <b>EXPENSES (FY 2017-2018)</b>   |                        |                         |                        |                        |
| WESTON Contract                  | \$    2,893,342        | \$    3,153,370         |                        |                        |
| Contingency                      | \$     152,281         | \$     82,756           |                        |                        |
| SJES Contract                    | \$     75,000          | \$    409,764           |                        |                        |
| Admin                            | \$      3,417          | \$      3,741           |                        |                        |
| T & D (reimbursement basis only) | \$     32,266          |                         |                        |                        |

ESCA #2 To Date

|                |                         |                |
|----------------|-------------------------|----------------|
| Total Revenue  | \$    28,514,592        | (2016-current) |
| Total Expenses | \$    24,557,479        | (2016-current) |
| BALANCE        | <u>\$     3,957,113</u> |                |

**Capital Improvements Related to ESCA #2**                      (funded w/reserved cash on hand)

|                                       |                        |                                   |
|---------------------------------------|------------------------|-----------------------------------|
| Roof & Siding Project To Date         | \$    2,270,763        | Contractors/Equipment             |
| Materials contract (awarded Jan 2017) | \$     647,981         | Cost overrun to date of \$152,466 |
|                                       | <u>\$    2,918,744</u> | 65% complete                      |

## RIVERBANK CITY COUNCIL AGENDA ITEM NO. 6.2

### SECTION 6: NEW BUSINESS

|                      |                                                                                                   |
|----------------------|---------------------------------------------------------------------------------------------------|
| <b>Meeting Date:</b> | May 8, 2018                                                                                       |
| <b>Subject:</b>      | Use of Housing Related Parks Grant Funding on Community Center Renovation and/or Pool Locker Room |
| <b>From:</b>         | Marisela Garcia, Assistant City Manager/Director of Finance                                       |
| <b>Submitted by:</b> | Sue Fitzpatrick, Director of Parks and Recreation                                                 |

#### **RECOMMENDATION**

It is recommended that the City Council consider and provide direction on the use of the Housing Related Parks Grant Funds for the renovation of the Community Center Building and/or the Pool Locker Room.

#### **SUMMARY**

The Parks and Recreation Department was awarded the Housing Related Parks Grant in July, 2017. The amount of the grant award was \$352,841. When the grant was submitted, it was for both the Riverbank pool locker room renovation and the renovation of the Community Center Building. The grant funding was less than we anticipated so we have not had the funding to proceed with both projects. City Council direction is requested to determine how staff should proceed with using the Housing Related Grant Funds.

The Parks and Recreation Director recommends that the housing Related Parks Grant Funds be used toward the Community Center renovation with the project being set up in phases, such as the floor and kitchen being phase I and see how far the current funding will go. If we are notified that the CDBG application is successful, we can proceed with the other phases of the renovation such as the paneling, ceiling/lights etc. This plan would insure that we do not jeopardize the current grant funds by not completing the project within the timeline given.

The pool renovation would need to wait until future funding is secured. Staff will continue to search for grants that will fund the costs of renovations for this facility.

## **BACKGROUND**

Once the Housing Related Parks Program Grant was received and staff determined that there was not enough funding for both projects, the plan was to wait to spend the Housing Related Grant Funds and to submit the CDBG (Community Development Block Grant) application for the renovation for the Community Center building. If this grant was successful we could, between these two grants, have the funding for both projects.

The CDBG funding notification was to be announced in March. We have not been notified and have placed calls and have been told the decisions have been made but the process is not complete. We should be notified before too long.

The challenge is the Housing Related Grant Funds need to be spent by April 30, 2019. We have the conceptual design and cost estimate on both projects but still need to have construction documents complete and go out to bid. These funds can be spent on the Community Center or the pool, but the CDBG funds can only be spent on the Community Center if the funds are awarded to us.

## **STRATEGIC PLAN**

This project is related to the Strategic Plan by maintaining and improving the City's infrastructure and service delivery systems.

## **FINANCIAL IMPACT**

There is no financial impact from the General Fund for the use of the Housing Related Parks Funding as there were no match funds required.

## **ATTACHMENT**

There are no attachments to this item.