

**BUDGET ADVISORY COMMITTEE
RIVERBANK CITY HALL NORTH
COUNCIL CHAMBER
6707 THIRD STREET
RIVERBANK CA 95367-2305**

MINUTES

WEDNESDAY, APRIL 15, 2015 6:00 PM

CALL TO ORDER: *Vice Chair McKinney called the meeting to order at 6:02 pm*

ROLL CALL: *Present: Vice Chair Anthony McKinney, Committee
Members Cindy Fosi and Evelyn Halbert, Council Member
Leanne Jones Cruz.*

Absent: Chair Arlene Figueroa

There is currently one (1) Committee Vacancy

CONFLICT OF INTEREST

No conflict of Interest was declared.

1. PUBLIC BUSINESS FROM THE FLOOR

No public business from the floor was received.

2. ACTION & DISCUSSION ITEMS (These items will be individually discussed prior to Committee action)

Item 2.1: Approval of the March 18, 2015 Meeting Minutes

An error in the minutes for March 18, 2015 (Item 2.1) was found. This item will be corrected and presented at a subsequent meeting for approval.

Item 2.2: Landscape Maintenance Contract Discussion

Sue Fitzpatrick, Director of Parks and Recreation provided an overview of the services offered by Grover Landscaping to the City. She discussed the pro's and con's of issuing a Request for Proposal for landscaping services.

The Committee will be considering a recommendation for the City Council to issue a Request for Proposal in the fall and should be programmed every five years.

Item 2.3: Review of Fiscal Year 2015-16 Base Budgets

(a) Building Maintenance

Marisela Garcia, Director of Finance, provided an overview of the personnel costs.

Sue Fitzpatrick, Director of Parks & Recreation, provided an overview of the operating costs and responded to questions from the Committee.

(b) Parks

Marisela Garcia, Director of Finance, provided an overview of the personnel costs.

Sue Fitzpatrick, Director of Parks & Recreation, provided an overview of the operating costs and responded to questions from the Committee. She shared that Verizon was interested in placing a cell tower at the Sports Complex that would provide approximately \$14,000 in annual revenue to the General Fund.

(c) Recreation Subsidy Account

Marisela Garcia, Director of Finance, provided an overview of the subsidy requests that will be issued to other funds such as the Recreation Fund, the Community Center Fund, and Cheese & Wine.

(d) Community Center (Enterprise) Fund

Marisela Garcia, Director of Finance, provided an overview of the status of the Community Center Fund as of June 30, 2016.

Sue Fitzpatrick, Director of Parks & Recreation, provided an overview of the operating costs and responded to questions from the Committee.

A correction will be made to the General Personnel Part-Time Account as the part-time costs were allocated based on programs.

(e) Recreation Fund

Marisela Garcia, Director of Finance, provided an overview of the status of the Community Center Fund as of June 30, 2016.

Sue Fitzpatrick, Director of Parks & Recreation, provided an overview of the operating costs and responded to questions from the Committee.

A discussion was held regarding the use of the Gym and its expenditures. Vice Chair McKinney suggested that the City Council should review the current fees charged in order to break even.

A recommendation by the Committee will be discussed that a review of all Recreation Fees should be reviewed to reflect seasonal adjustments.

Item 2.4: Review of Fiscal Year 2015-16 General Fund Reserve Status

Marisela Garcia, Director of Finance provided the Committee with an update regarding the status of the General Fund as of the issuance of the agenda. Increases in pension costs, Sheriff's Department Contract, and a final payment for the Economic Development Bank Loan to Stanislaus County have caused increases in expenditures. Mrs. Garcia explained to the Committee that the County Assessor's Office has not yet released its property value projections which will have an effect on Property Tax Revenues. In addition, final projections for Sales Tax Revenues has not yet been received.

3. INFORMATIONAL ITEMS

Marisela Garcia, Director of Finance, announced that the next Committee meeting was scheduled for May 20, 2015 and will be discussing Development Services.

4. COMMENTS

Item 4.1: Staff Comments. *No comments were made.*

Item 4.2: Council Liaison Comments.

Council member Leanne Jones Cruz expressed her appreciation to the Committee for their time spent in reviewing the budgets.

Item 4.3: Committee Member Comments. *No comments were made.*

5. *Vice Chair Anthony McKinney adjourned the meeting at 7:45 pm*