

City of Emeryville
Finance Advisory Committee Meeting Minutes
February 24, 2014, 5:30pm

Members Present:

William C Reuter, Chairperson
Nora Davis, Council Member
Jac Asher, Council Member
Benay Curtis-Bauer, Business Rep
Fran Quittel, Resident
Brian Cross, Business Rep

Staff Present:

Sabrina Landreth, City Manager
Debra Auker, Director of Administrative Services
Michelle Strawson O'Hara, Accounting Supervisor

Excused:

None

- I. **Call to Order:** The meeting was called to order at 5:30 p.m.
- II. **Public Comments:** None.
- III. **Minutes from December 16, 2013 Meeting:** Approved.
- IV. **Agenda Item:**
 - A. **City of Emeryville Five-Year Capital Improvement Plan (CIP) for FY2014-2019 –**
Director Debra Auker presented the CIP proposal and highlighted the major projects.
 - Member Quittel asked about the City's practice of setting up reserves for replacement of capital projects and suggested a future study session on this topic. Ms. Auker explained the City's current practice of setting up reserves for vehicle replacement and other items.
 - Ms. Quittel inquired about how staff is prioritizing projects. Member Reuter explained how the Economic Development Committee came up with their priorities.
 - Member Curtis-Bauer asked about new housing projects and whether there is appropriate enforcement by the City to ensure it is the correct type of development.
 - Ms. Quittel mentioned her concern about street congestion and noted that roadway development should be included in all new housing and business development plans. City Manager Landreth explained that traffic studies are routinely conducted with all new developments.
 - Ms. Curtis-Bauer asked whether Council has already determined the CIP priorities. Ms. Auker explained that Council provided general direction (i.e. "fix-it first") which staff considered when preparing the CIP proposal.
 - **The Committee made the following recommendations for Council consideration:**
 1. Council should consider the impact on traffic and congestion when approving new commercial and residential developments.
 2. Affordable, family-friendly housing should be a priority for the City; the intent of specific types of development should be followed-up on to ensure it is correct.
 3. Council should consider improving or installing storm drains where there are unmitigated issues (i.e. Powell Street/Marina).
 4. Emery-Go-Round should continue to be funded as needed to ensure consistent operation; including funding a new bus yard if current lease terminates. See #25 on CIP listing.

5. Council should make completing the South Bayfront Bike/Ped Bridge a priority. See #5 on CIP listing.
 6. The City should continue supporting the Emeryville community through the Senior Center (#18 on listing), 48th Street Community Garden (#1), and Bullseye Dog Park (#21).
 7. Council should support the installation of Quiet Zone railroad crossing quadrant gates (#72 on listing).
- B. **Quarterly Financial Update** – Ms. Auker presented the second quarter revenue and expense highlights.
- C. **Review of City and Successor Agency Long-Term Obligations** – Ms. Auker provided a handout and reviewed the long-term debt of the City and Successor Agency. She recommended bundling and refinancing all Successor Agency debt to save money and time in administrating the existing debt.
- Member Davis considered this a good idea and suggested recommending to Council. Ms. Landreth suggested staff will look at the calendar to determine the best timing.
- D. **Status of Alameda County Fire Services Contract** – Ms. Auker presented the FY2013-14 Second Quarter Report from Alameda County Fire Department.
- E. **Update on Redevelopment Dissolution Actions** – Ms. Auker provided a verbal overview of the current status.
- V. **Staff Comments:** Ms. Auker informed the committee that Michael Costello, EPOA Labor Representative accepted her invitation to join the Finance Committee. This is expected to be approved by Council at the March 4th meeting.
- VI. **Committee Member Comments:** None
- VII. **Adjournment:** The meeting was adjourned at 7:03 p.m.