

CITY COUNCIL COMMITTEE

SPECIAL MEETING

POLICY DEVELOPMENT AND INTERNAL OPERATIONS

Mayor Tim Grayson, Chair
Laura Hoffmeister, Committee Member

4:30 p.m. (please note earlier start time)
Monday, April 6, 2015

Wing A, Garden Conference Room
1950 Parkside Drive, Concord

ROLL CALL

PUBLIC COMMENT PERIOD

- 1. REVIEW** - Proposed FY 2015-16 and 2016-17 City Council Services Program Budget. Report by Joelle Fockler, City Clerk
- 2. INTERVIEWS** – for the Measure Q Oversight Committee.
- 3. ADJOURNMENT**

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Distribution: City Council
Valerie Barone, City Manager
Jovan Grogan, Deputy City Manager
Mark Coon, City Attorney
Joelle Fockler, City Clerk
Administrative Services

**REPORT TO COUNCIL COMMITTEE ON
POLICY DEVELOPMENT & INTERNAL OPERATIONS****TO HONORABLE COMMITTEEMEMBERS:**

DATE: April 6, 2015

**SUBJECT: PROPOSED FY 2015-16 AND 2016-17 CITY COUNCIL SERVICES
PROGRAM BUDGET****Report in Brief**

This report reviews the proposed FY 2015-16 and FY 2016-17 City Council Services annual organizational memberships and conference attendance budget.

Background

It has been the City Council's practice for the Council Committee on Policy Development & Internal Operations to review the proposed budget for the City Council Services program at the start of each budget cycle. The Council Committee members are asked to review the proposed costs in the Supplies; Dues, Memberships, and Subscriptions; and Meetings and Trainings accounts for FY 2015-16 and FY 2016-17. Detailed budget information is provided on Attachment 1.

Discussion

Most costs associated with the City Council Services Program are fixed; however, there are three areas where Council has discretion: Supplies; Dues, Membership, and Subscriptions; and Meetings and Trainings. Supplies is budgeted at \$6,500 for both FY 15-16 and FY 16-17 and was not increased from FY 2014-15.

Dues, Memberships, and Subscription account includes membership in the League of California Cities, US Conference of Mayors, Association of Bay Area Governments (ABAG), and the National League of Cities. The cost for membership is based on population, and Concord received a 25% discount when it joined the National League of Cities in FY 14-15. The total amount for membership is \$65,920 for FY 15-16 and \$67,160 for FY 16-17. The budgeted amount reflects an increase of \$14,300 due to proper budgeting of items from Meetings and Training and the increase of membership costs, which increase approximately 3 percent yearly.

The original adopted FY 14-15 budget allocated \$15,000 for Meetings and Training. At mid-year, \$25,000 was added, creating a total FY 14-15 budget of \$40,000. Meetings & Training includes attendance to the League of California Cities, US Conference of Mayors, and National League of Cities conferences. These organizations all hold conferences twice per year, and attendance has been

PROPOSED FY 2015-16 AND 2016-17 CITY COUNCIL SERVICES PROGRAM BUDGET

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budgeted for all of the conferences at \$14,600. This line item also includes attendance to the Greater Concord Chamber of Commerce events throughout the year; allocation for the Mayor's State of the City event; attendance for the Mayor and City Manager to attend the Contra Costa Mayors' Conference meetings; and miscellaneous meeting, training, and travel expense, which has been budgeted at \$13,700.

In addition, the City of Concord is hosting the Contra Costa Mayors' Conference in December 2015, and \$2,000 has been budgeted for the meeting. The budgeted amount for Meetings & Training in FY 2015-16 is \$30,300 and FY 2016-17 is \$28,300. Meetings & Trainings budget decreased by \$9,700 for FY 2015-16 and an additional \$2,000 for FY 2016-17 due to moving some of the expenses to the proper category of Dues, Memberships, and Subscriptions.

Fiscal Impact

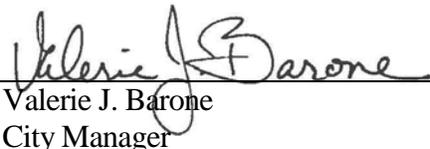
The FY 2015-16 and FY 2016-17 City Council Services program budget includes recommendations for increases to provide the opportunity for the City's continued participation in the National League of Cities Conferences as well as membership in the National League of Cities, expanding Concord's presence throughout the nation. The City Council Services program budget for Supplies; Dues, Memberships, and Subscriptions; and Meetings & Training for FY 2015-16 is \$103,320 and \$102,460 for FY 2016-17.

Public Contact

The agenda for this meeting was posted and distributed as is standard for Council Committee meeting notification. Copies of the report were distributed to all Councilmembers.

Recommendation for Action

Staff recommends the Council Committee on Policy Development and Internal Operations review and provide input on the proposed budget for City Council Services for FY 2015-16 and FY 2016-17 and direct staff to present it to the full City Council during budget deliberations.



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City Council Services Budget Comparison
FY 2014-15 through FY 2016-17

Item	FY 2014-15 Adopted Budget	FY 2015-16 Proposed Budget	Dollar Change	Percent Change	FY 2016-17 Proposed Budget	Dollar Change	Percent Change
Supplies	6,500	6,500	0	0	6,500	0	0
Dues, Memberships, Subscriptions	51,620	65,920	14,300	27.70%	67,160	1,240	2%
<i>League of CA Cities</i>		25,300			25,300		
<i>US Conference of Mayors</i>		9,460			9,740		
<i>Association of Bay Area Governments</i>		22,160			22,820		
<i>National League of Cities</i>		9,000			9,300		
Meetings & Training	40,000	30,300	(9,700)	-24.25%	28,300	(2,000)	(7%)
<i>League of CA Cities (2 conferences)</i>		2,600			2,600		
<i>Greater Concord Chamber of Commerce (State of City and Meetings throughout the year)</i>		2,500			2,500		
<i>Contra Costa County Mayors Conference (Monthly Mayor/CM Meetings)</i>		1,200			1,200		
<i>Contra Costa County Mayors Conference – Expenses to host Dec. 2015 Conference</i>		2,000			0		
<i>US Conference of Mayors (2 conferences)</i>		6,000			6,000		
<i>National League of Cities (2 conferences)</i>		6,000			6,000		
<i>Miscellaneous Meetings, Training and Travel</i>		10,000			10,000		
Grand Total	\$98,120	\$102,720	\$4,600	3.45%	\$101,960	(\$760)	(5%)

**REPORT TO COUNCIL COMMITTEE ON
POLICY DEVELOPMENT & INTERNAL OPERATIONS****TO HONORABLE COMMITTEEMEMBERS:**

DATE: April 6, 2015

**SUBJECT: INTERVIEWS WITH APPLICANTS DESIRING TO SERVE ON THE MEASURE Q
OVERSIGHT COMMITTEE****Report in Brief**

On December 9, 2014, the City Council adopted Resolution No. 14-86 rescinding Resolution No. 11-8 and establishing the composition of the Measure Q Oversight Committee. The Committee will consist of five members, with at least one member representing the business community and at least three members being residents of the City of Concord. The Committee members will hold staggered terms of four years. The Committee is seeking two members to serve two-year terms ending December 31, 2017 and three members to serve four-year terms ending December 31, 2019. Appointments to the Measure Q Oversight Committee are staggered to provide knowledge transfer and continuity of the committee.

The recruitment for applicants to the Measure Q Oversight Committee was announced on January 27, 2015, with a closing deadline of February 20, 2015. Due to a lack of applicants an extension was announced at the February 24, 2015 City Council meeting with a closing deadline of Friday, March 13, 2015. Applications were received from the following 17 applicants: Dominic Aliano, Niko Anagnostopoulos, LaMar Anderson, Brian Beckon, Guy Bjerke, David Ellman, Barbara Gomez, Gregory Grassi, Matthew Hohenstreet, Hope Johnson, Ekkehardt Keller, Jason Laub, Rosanne Nieto, D. Wayne Smith, Diane Sprouse, Phing Thong, and Brent Trublood.

Background

There are five openings on the Measure Q Oversight Committee; two openings are for terms ending December 31, 2017 and three openings are for terms ending December 31, 2019. Appointees will be required to apply for reappointment at the end of their terms and may be reappointed. Seventeen applications were received for five openings. Applicants were asked to note the position for which they were applying; resident, business or both.

**INTERVIEWS WITH APPLICANTS DESIRING TO SERVE ON
THE MEASURE Q OVERSIGHT COMMITTEE**

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Applying for a Resident position were:

Niko Anagnostopoulos, LaMar Anderson, Brian Beckon, Guy Bjerke, David Ellman, Barbara Gomez, Gregory Grassi, Hope Johnson, Ekkehardt Keller, Jason Laub, Rosanne Nieto, Diane Sprouse, Phing Thong

Applying for either a Resident or a Business position were:

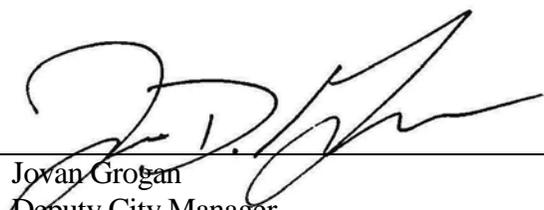
Dominic Aliano, Matthew Hohenstreet, D. Wayne Smith, Brent Trublood

The members of the Measure Q Oversight Committee must not hold another municipal office in the City of Concord. The Measure Q Oversight Committee will review and report on the receipt of revenue and expenditures of funds from the tax authorized. The Committee will sunset (cease to exist) on June 30, 2026 after ensuring the review of the City's audit of the final year of revenue received from the tax.

Interviews are scheduled to begin at 5 p.m. in the Garden Conference Room at the Civic Center. Appointments are scheduled for consideration at the Council meeting of April 7, 2015.

Considerations

Appointments to the Measure Q Oversight Committee are staggered to ensure knowledge transfer and continuity of the committee. Staff will be recommending that the City Council appoint two committee members for a term ending December 31, 2017, and appoint three committee members for a term ending December 31, 2019. Of the five appointments, at least one member should represent the Concord business community and at least three members should be residents of the City of Concord.



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Attachment 1: Measure Q Oversight Committee Applicants' Summary

Measure Q Oversight Committee Applicants

Members: 5; 3 Residents, 1 Concord Business Person, 1 Either
 Openings: 5
 Term: Two Years; Four Years

Membership Requirements: The council recently reduced the committee from seven to five members who will serve staggered four-year terms that are scheduled to begin in April. Initially, two seats will have a two-year term, while the remaining three seats will have a four-year term. For the remaining life of the oversight committee - which ends in June 2026 - members will serve for four years. The group will meet three to six times during the budget cycle, which typically runs from February to June.

Name	Occupation
Dominic Aliano (R/B)	Campaign Coordinator Susan Bonilla for State Senate '15
Niko Anagnostopoulos (R)	Equipment Technician Kaiser Permanente
LaMar Anderson (R)	Transamerica Life Insurance Company
Brian Beckon (R)	Attorney/Consultant Cutting Edge Capital
Guy Bjerke (R)	Manager, Bay Area Region Western States Petroleum Association
David Ellman (R)	SVP - Wealth Management Banker Bank of America-Merrill Lynch
Barbara Gomez (R)	Retired AT&T
Gregory Grassi (R)	Vice President - Senior Banking Officer Bank of Marin
Matthew Hohenstreet (R/B)	Director of Sales & Marketing Interstate Hotels & Resorts - Hilton Concord
Hope Johnson (R)	Paralegal Gibson Robb & Lindh
Ekkehardt Keller (R)	Retired - Investigator Crime Scene Concord Police Department
Jason Laub (R)	Nautilus Group Inc.
Rosanne Nieto (R)	Retired Asset Manager/Planner General Services Administration
D. Wayne Smith (R/B)	Captain - Security Guard <i>Guardian Security Agency</i>
Diane Sprouse (R)	Policy Analyst 3 UC Berkeley
Phing Thong (R)	Director of Finance Intercontinental Hotel, San Francisco, CA
Brent Trublood (R/B)	Teacher Mt. Diablo Unified School District