

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

**COUNCILMEMBER BUTT                      COUNCILMEMBER LOPEZ  
COUNCILMEMBER ROGERS**

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

**Friday, March 6, 2009  
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, March 6, 2009, at 9:00 a.m., in the Council Chambers of Richmond City Hall South, 1401 Marina Way South, Richmond, California.

**THE PURPOSE OF THE MEETING IS AS FOLLOWS:**

1. **ELECT**: the Finance Standing Committee Chair and Vice-Chair for 2009.

**A. CONSENT CALENDAR**

1. **ACKNOWLEDGE**: receipt of the City of Richmond's Comprehensive Annual Financial Report for the year ended June 30, 2008 - Finance Department (James Goins 620-6740).
2. **REVIEW**: the City's Investment Report and Cash Balance Report for the months of October and November 2008 - Finance Department (James Goins 620-6740).
3. **REVIEW**: the City's Check Register dated February 26, 2009 - Finance Department (James Goins 620-6740).
4. **CONSIDER**: recommending adoption of a resolution authorizing the transfer of Agency funds to the Planning Department in an amount not to exceed \$180,000 for costs related to the development of a pilot form-based code for commercial corridors focusing on portions of 23rd Street associated with the 23rd Street Streetscape Improvement Project, and approving a contract with Opticos Design, Inc. in the amount of \$115,000 to develop the pilot code - Richmond Community Redevelopment Agency (Steve Duran/Alan Wolken 307-8140)

## **B. CONTRACTS & PAYMENTS**

1. **CONSIDER**: recommending approval of a second amendment to the existing construction management services contract with Harris & Associates, Inc. to provide additional construction management services and to improve and update Engineering Services inspection policies and procedures for an amount not to exceed \$400,000 - Engineering Department (Edric Kwan 621-1825)
2. **CONSIDER**: recommending a professional services contract with the Crosby Group to design the Dornan Drive Tunnel Repair and Rehabilitation Project for an amount not to exceed \$158,000 - Engineering Department (Edric Kwan 621-1825).

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

1. **CONSIDER**: directing staff to place excess workers' compensation insurance coverage with the California State Association of Counties - Excess Insurance Program (CSAC-EIA) for coverage effective April 18, 2009, and execute the Joint Powers Authority Agreement and the Excess Workers' Compensation Memorandum of Understanding as required - Human Resources Management (Leslie Knight 620-6600).
2. **DISCUSS**: the continuation of the consent calendar process for Finance Standing Committee items - City Council (Councilmember Jim Rogers 620-6581).

## **OPEN FORUM/PUBLIC COMMENT**