



## MAKING GOVERNMENT WORK BETTER

### Meeting Report November 17, 2005

PRESENT: Chair Reed, Member LeZotte

EXCUSED: Members Yeager and Cortese

Chair Reed called the meeting to order at 1:31 p.m.

#### a. Consent Calendar

- i) **FY 2005-06 First Quarterly Debt Report and Proposed Amendments to the Multifamily Housing Revenue Bond Policy (Finance)**
- ii) **Quarterly Investment Report (Finance)**

Upon motion of Chair Reed, seconded by Councilmember LeZotte, the Committee accepted both reports. The Proposed Amendments to the Multifamily Housing Revenue Bond Policy will report out at the December 6 City Council meeting.

#### b. Update on Northside Community Center Operations (PRNS, Auditor, City Attorney)

- i) **Provide Direction as to Preferred Terms for Funding Certain Operating Expenses for Filipino-American Senior Opportunities Development Council ("Fil-Am SODC") in an Amount not to Exceed \$58,354.**
- ii) **Accept the Status Report Related to Documentation Regarding Operations at JTS Northside Community Center than has been Requested by the City, but not yet Received from the Fil-Am SODC.**

Councilmember LeZotte directed Ben Menor, CEO, Filipino American Senior Opportunities Development Council, Inc., to forward tax information to Gerald Silva, City Auditor.

Chair Reed asked that all recommendations in the staff report be forwarded to the entire Council for review and action on December 6. Specifically, Council will review prospects for the Fil-Am Development Council to comply with the terms that Council specified, including the \$219,000 payback. Staff's recommendation to take over management of the building or proceed with an RFP process should be decided by the Council. Chair Reed added that distribution of the \$58,000 of General Fund monies should not take place until the City receives the outstanding documents requested from Fil-Am. Councilmember LeZotte concurs with Chair Reed's recommendations. Kay Winer, Deputy City Manager, clarified the information the Committee expects staff to bring back to the full Council on December 6. Gerald Silvia, City Auditor, provide an overview of the recommendations and how many of the audit recommendations have been implemented. Secondly, Parks, Recreation and

Neighborhood Services (PRNS) provide an overview of the actions and the work that they have undertaken with Fil-Am during this period of time, what success there has been, and the outstanding items. This information will be repackaged into summary form for the full Council. Chair Reed and Councilmember LeZotte concur. Upon motion of Councilmember LeZotte, seconded by Chair Reed, the Committee approved the staff recommendations to include additional recommendations made by Chair Reed and Kay Winer, Deputy City Manager, as stated.

**c. Discussion on Major IT Projects (Information Technology)**

Chair Reed recommended staff include in the next update what the off-the-shelf solution is likely to cost for the online class registration and payments for the City's recreational program. Upon motion of Councilmember LeZotte, seconded by Chair Reed, the Committee accepted the report to include Chair Reed's recommendation.

**d. Request for Proposal Procedures and Other Procurement Reforms (Follow-up from September 15) (Finance)**

Scott Johnson, Director of Finance, presented the staff report and requested that this Committee recommend the reforms to the Council on December 6. Next steps will be to return to Council with modifications to the Municipal Code by early 2006; compile policies by the end of this Fiscal Year; update the RFP Manual by the end of calendar year; update Purchasing Manual by the end of the Fiscal Year; and the Staffing Plan and the Interim Procurement System would be a budget recommendation for FY 2006/07. Chair Reed added that Small Business Development Commission review and comment on this system as it would make it easier for small businesses to do business with the City, and also add to the annual reporting process of the Small Business Development Commission. Upon motion of Councilmember LeZotte, seconded by Chair Reed, the Committee accepted the report with Chair Reed's recommendations and forwarded the report to Council.

**e. Oral Petitions**

Mr. Chew suggested instituting an exercise physical fitness program that would include government officials and city employees.

Chair Reed thanked Mr. Chew for his persistence over many years to have the committee meetings broadcast for public viewing.

**f. Adjournment**

Meeting adjourned at 3:26 p.m.



**Chuck Reed, Chairperson**  
**Making Government Work Better**