



**CITY OF RIVERBANK
LOCAL REDEVELOPMENT AUTHORITY
MEETING**



City Hall Council Chambers
6707 Third Street • Riverbank • CA 95367

**AGENDA
MONDAY, APRIL 22, 2013 – 6:00 P.M.**

CALL TO ORDER: Chair Richard O'Brien

ROLL CALL: Chair Richard O'Brien
Vice Chair Jeanine Tucker
Authority Member Darlene Barber-Martinez
Authority Member Dotty Nygard
Authority Member (vacant)

CONFLICT OF INTEREST

Authority Members and Staff who would have a direct Conflict of Interest on any scheduled agenda item to be considered are to declare their conflict.

1. PRESENTATIONS There are no Presentations.

2. PUBLIC COMMENTS (No Action Can Be Taken)

At this time, members of the public may comment on any item not appearing on the agenda, and within the subject matter jurisdiction of the LRA. Individual comments will be limited to a **maximum of 5 minutes** per person and each person may speak once during this time. Time cannot be yielded to another person. Under State Law, matters presented under Public Comment cannot be discussed or acted upon at this time by the Board. For record purposes, state your name and city of residence when addressing the LRA.

3. CONSENT CALENDAR

All items listed on the Consent Calendar are to be acted upon by a single action of the Local Redevelopment Authority unless otherwise requested by an individual Authority Member for special consideration. Otherwise, the recommendation of staff will be accepted and acted upon by roll call vote.

Item 3.A: **Waive Readings.** All Readings of ordinances and resolutions, except by title, are waived.

Item 3.B: Approval of the February 11, 2013, Local Redevelopment Authority Minutes.

Recommendation: It is recommended that the LRA Board approve the Consent Calendar by roll call vote.

4. UNFINISHED BUSINESS There are no items to consider.

5. PUBLIC HEARINGS There are no items to consider.

6. NEW BUSINESS

Item 6.1: Request Approval to Submit a Grant Application to the Office of Economic Adjustment Grant in Support of Local Redevelopment Authority Administration and Implementation of the Riverbank Army Ammunition Plant Reuse Plan Activities – It is recommended that the Local Redevelopment Authority (“LRA”) Board of Directors (“Board”) adopt a Resolution authorizing the submission of grant request to the Office of Economic Adjustment for funds in support of the Local Redevelopment Authority administration and to assist in activities associated with implementation of the Riverbank Army Ammunition Plant Reuse Plan.

7. COMMENTS

Item 7.1: Staff Comments: (Information Only – No Action)

Item 7.2: Authority Comments: (Information Only – No Action)

8. CLOSED SESSION

Item 8.1: CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: 1 potential case

ADJOURNMENT

AFFIDAVIT OF POSTING

I hereby certify under penalty of perjury, under the laws of the State of California that the foregoing agenda was posted on the City Hall bulletin board 72 hours prior to the meeting.

Dated this 18th day of April, 2013
Annabelle Aguilar, CMC, Acting City Clerk

Notice Regarding Americans with Disabilities Act:

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office at (209) 863-7122. Notification 48-hours before the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting [28 CFR 35.102-35.104 ADA Title II].

Notice Regarding Non-English Speakers:

Pursuant to California Constitution Article III, Section IV, establishing English as the official language for the State of California, and in accordance with California Code of Civil Procedures Section 185, which requires proceedings before any State Court to be in English, notice is hereby given that all proceedings before the City of Riverbank Redevelopment Agency shall be in English and anyone wishing to address the Council is required to have a translator present who will take an oath to make an accurate translation from any language not English into the English language.

General Information:	The Local Redevelopment Authority meets on a "as needed" basis.
Agency Agendas:	The Local Redevelopment Authority agenda is available for public review at the City's website at www.riverbank.org and City Clerk's Office, 6707 Third Street, Riverbank, California generally 72 hours prior to the scheduled meeting. Copies and/or subscriptions can be purchased for a nominal fee through the City Clerk's Office.
Public Hearings:	In general, a public hearing is an open consideration within a regular meeting of the City Council, for which special notice has been given and may be required. During a specified portion of the hearing, any resident or concerned individual is invited to present protests or offer support for the subject under consideration.
Questions:	Contact the City Clerk at (209) 863-7198 or aaguilar@riverbank.org

**RIVERBANK LOCAL REDEVELOPMENT AUTHORITY
AGENDA ITEM NO. 3.A**

SECTION 3: CONSENT CALENDAR

Meeting Date:	April 22, 2013
Subject:	Waiver of Readings
From:	Jill Anderson, City Manager
Submitted by:	Annabelle Aguilar, CMC, LRA Secretary

RECOMMENDATION

It is recommended that the Local Redevelopment Authority approve the waiver of readings of Ordinances and Resolutions, except by title.

SUMMARY

The approval of the waiver of readings will allow Ordinances and Resolutions to be introduced by title only and acted upon without the need to read the entire text of the item into the public record. The documents related to proposed Ordinances and Resolutions are available for review by the public on the City's website and in the City Clerk's office at City Hall (North).

FINANCIAL IMPACT

There is no financial impact.

ATTACHMENTS

There are no attachments.

**RIVERBANK LOCAL REDEVELOPMENT AUTHORITY
AGENDA ITEM NO. 3.B**

SECTION 3: CONSENT CALENDAR

Meeting Date:	April 22, 2013
Subject:	Approval of the February 11, 2013, Local Redevelopment Authority Meeting Minutes
From:	Jill Anderson, City Manager
Submitted by:	Annabelle Aguilar, CMC, LRA Secretary

RECOMMENDATION

It is recommended that the Local Redevelopment Authority Board approve the LRA meeting minutes.

SUMMARY

The Draft Minutes of the February 11, 2013, Local Redevelopment Authority meeting have been prepared for the Authority's review and approval.

FINANCIAL IMPACT

There is no financial impact.

ATTACHMENT

1. February 11, 2013, LRA Minutes



**CITY OF RIVERBANK
LOCAL REDEVELOPMENT AUTHORITY
MINUTES
MONDAY, FEBRUARY 11, 2013**



CALL TO ORDER:

The Local Redevelopment Authority (LRA) of the City of Riverbank met this date in a session at 7:40 p.m. at the Riverbank Council Chambers, 6707 Third Street, Riverbank, California with Chair Richard D. O'Brien presiding.

ROLL CALL:

Present: Chair Richard D. O'Brien
Vice Chair Jeanine Tucker
Authority Member Darlene Barber-Martinez
Authority Member Dotty Nygard
Authority Member (vacancy)

CONFLICT OF INTEREST

Authority Members and Staff who would have a direct Conflict of Interest on any scheduled agenda item to be considered are to declare their conflict.

No one spoke.

1. PRESENTATIONS *There were no presentations.*

2. PUBLIC BUSINESS FROM THE FLOOR (No action can be taken)

At this time, members of the public may comment on any item not appearing on the agenda, and within the subject matter jurisdiction of the LRA. Individual comments will be limited to a **maximum of 5 minutes** per person and each person may speak once during this time. Time cannot be yielded to another person. Under State Law, matters presented under this item cannot be discussed or acted upon at this time by the LRA.

No one spoke.

3. CONSENT CALENDAR

All items listed on the Consent Calendar are to be acted upon by a single action of the Local Redevelopment Authority unless otherwise requested by an individual Authority Member for special consideration. Otherwise, the recommendation of staff will be accepted and acted upon by roll call vote.

Item 3.A: **Waive Readings.** All Readings of ordinances and resolutions, except by title, are waived.

Item 3.B: **Approval of the November 26, 2012, Local Redevelopment Authority Closed Session Report** – It is recommended that the Local Redevelopment Authority Board approve the LRA Closed Session report as a record of the Board meeting in closed session and what disclosable action was reported.

Item 3.B-1: **Approval of the November 26, 2012, Local Redevelopment Authority Minutes.**

Item 3.C: **Community Advisory Committee Membership Approval** – It is recommended that the Local Redevelopment Authority Board (“Board”) review and approve the application of Joe Heaney to fill the vacancy on the Community Advisory Committee (“Committee”).

Recommendation: It is recommended that the LRA Board approve the Consent Calendar by roll call vote.

ACTION: *By motion (Nygard / Tucker / passed 4-0) to approve Consent Calendar Item 3.A through Item 3.C as presented; motion carried by roll call vote.*

4. UNFINISHED BUSINESS *There were no items to consider.*

5. PUBLIC HEARINGS *There were no items to consider.*

NEW BUSINESS

Item 6.1: **Resolution Approving Mid-Year Budget Adjustment for the Riverbank Local Redevelopment Authority and Accepting the Quarterly Budget Report** – It is recommended that the Local Redevelopment Authority Board adopt the attached resolution approving a mid-year budget adjustment for the Riverbank LRA and accept the quarterly report.

Debbie Olson, LRA Executive Director, introduced the item; Pam Carder Project Management Specialist presented the mid-year budget report.

ACTION: *By motion (O'Brien / Tucker / passed 4-0); to adopt Resolution No. 2013-001 approving the Mid-Year Budget as presented; motion carried by roll call vote.*

Item 6.2: **Resolution to Approve a Supplemental Lease Agreement to Army Lease No. DACA05-1-10-525 to Remediate and Remove Surplus Army Personal Property** - It is recommended that the Local Redevelopment Authority ("LRA") Board of Directors ("BOD") review the attached Supplemental Lease Agreement (SLA #5) and adopt a resolution allowing the City Manager to sign an amendment to that certain Army Lease No. DACA05-1-10-525 ("Lease") that includes additional payments to the Local Redevelopment Authority for the performance of specific duties associated with the remediation and removal of surplus Army equipment.

Debbie Olson, LRA Executive Director, presented the staff report.

ACTION: *By motion (O'Brien / Tucker / passed 4-0); to adopt Resolution No. 2013-002 approving a Supplemental Lease Agreement to Army Lease No. DACAD5-1 to remediate and remove surplus Army personal property as presented; motion carried by roll call vote.*

Item 6.3: **Resolution Approving a Supplemental Contract Amendment to the Existing Riverbank Industrial Complex Facility Management Services Contract with San Joaquin Engineering Solutions** – It is recommended that the Local Redevelopment Authority ("LRA") Board of Directors review and approve the attached contract amending the existing facilities management agreement with San Joaquin Engineering Solutions ("SJES") to include additional tasks performed at the Riverbank Industrial Complex, formerly the Riverbank Army Ammunition Plant ("RAAP") in association with the Supplemental Lease Amendment #5 to that certain Army Lease No. DACA05-1-10-525 ("Lease").

Under this amendment, SJES will perform duties in support of the removal of surplus Army equipment not associated with their existing duties as outlined in the January 31, 2011, agreement with the LRA. A scope of work ("SOW") outlining additional, new duties is attached.

Debbie Olson, LRA Executive Director, presented the staff report.

ACTION: *By motion (Tucker / Barber-Martinez / passed 4-0); to adopt Resolution No. 2013-003 approving a Supplemental Contract Amendment to the existing Riverbank Industrial Complex Facility Management Services contract with San Joaquin Engineering Solutions as presented; motion carried by roll call vote.*

7. COMMENTS

Item 7.1: Staff Comments: (Information Only – No Action)

Ms. Olsen announced that a quarterly tenant appreciation day was scheduled on Valentine's Day for all tenants and their employees; the Authority Board was invited to join them.

Item 7.2: Authority Comments: (Information Only – No Action)

No Comments were made by the Authority Board Members.

ADJOURNMENT

There being no further business, Chair O'Brien adjourned the meeting at 8:12 p.m.

ATTEST:

Annabelle Aguilar, Secretary

APPROVED:

Richard D. O'Brien, Chair

**RIVERBANK LOCAL REDEVELOPMENT AUTHORITY
AGENDA ITEM NO. 6.1**

SECTION 6: NEW BUSINESS

Meeting Date:	April 22, 2013
Subject/ Title:	Request Approval to Submit a Grant Application to the Office of Economic Adjustment Grant in Support of Local Redevelopment Authority Administration and Implementation of the Riverbank Army Ammunition Plant Reuse Plan Activities
From:	Jill Anderson
Submitted by:	Debbie Olson, Executive Director

RECOMMENDATION

It is recommended that the Local Redevelopment Authority (“LRA”) Board of Directors (“Board”) adopt a Resolution authorizing the submission of grant request to the Office of Economic Adjustment for funds in support of the Local Redevelopment Authority administration and to assist in activities associated with implementation of the Riverbank Army Ammunition Plant Reuse Plan.

STAFF SUMMARY

The Riverbank Local Redevelopment Authority (LRA) was formed in accordance with Base Closure and Realignment (BRAC) law and is the federally recognized entity to address all local base closure issues. Under the BRAC Redevelopment Act, the LRA has several key responsibilities. These include preparing the reuse plan, identifying and recommending appropriate disposal mechanisms to implement the reuse plan, initiating interim reuse and receiving conveyances of property. Additionally, the LRA is responsible for maintenance and operations of the Riverbank Army Ammunition Plant on behalf of the Army until conveyance.

When the Department of Defense recognized the City of Riverbank as the Local Redevelopment Authority April 6, 2006, it became eligible for grants offered through the Office of Economic Adjustment to complete the work associated with the above noted responsibilities.

OEA is the Department of Defense's primary source for assisting communities that are adversely impacted by base closures or realignments. In this capacity, OEA offers technical and financial assistance to BRAC communities and coordinates the involvement of other Federal Agencies. OEA also supports the implementation phase with similar grants. OEA grants are funded, for eligible expenses, with 90% coming from OEA and the remaining 10 % funded by the Agency, City or other funding source (such as grants). **The Riverbank LRA is self-supporting, and takes no assistance from the City's General Fund. Match is provided by lease revenue or other grant support.**

The BRAC planning process has been complex and over the past seven years has involved the use of consultants and staff in exploring various land use options, preparing applications to various federal agencies, analyzing options for conveyance and ultimately identifying a successful pathway to reuse of the former military facility. OEA has provided funds to support staff and consultants from the beginning.

Since inception, the LRA has:

- completed and submitted a community-supported Reuse Plan and Homeless Submission
- developed and submitted a no-cost Economic Development Conveyance Application ("EDC") to the Army
- developed and negotiated a master lease for operations and protection of the Riverbank Army Ammunition Plant
- developed and negotiated a Memorandum of Agreement ("MOA") to the EDC
- developed and negotiated an approval letter to clean and dispose of Army surplus personal property
- developed an environmental services cooperative agreement for the cleanup of contaminated property

The LRA continues to work toward a transfer of the site at the earliest possible opportunity.

A draft grant request for \$552,226 has been prepared for funding July 1, 2013 through June 30, 2014. The funds will cover LRA staff salaries and benefits, LRA operating expenses and contractual services for legal and strategic planning support. The request is preliminary and final award amount subject to changes as a result of 1) City labor negotiations; 2) Health Plan costs; and, 3) OEA approvals. A draft budget proposal for the OEA grant is attached.

FISCAL IMPACT

The preliminary grant request total is \$552,226, with \$497,492 from OEA and a match of \$57,734 coming from leasehold revenue.

ATTACHMENT

1. Resolution
2. Proposed OEA grant budget

RIVERBANK LOCAL REDEVELOPMENT AUTHORITY

RESOLUTION

**A RESOLUTION OF THE CITY OF RIVERBANK LOCAL REDEVELOPMENT
AUTHORITY AUTHORIZING A GRANT SUBMISSION TO THE OFFICE OF
ECONOMIC ADJUSTMENT IN SUPPORT OF REUSE PLAN
IMPLIMENTATION ACTIVITIES**

WHEREAS, the Riverbank City Council, as the recognized and designated Local Redevelopment Authority (LRA) for the Riverbank Army Ammunition Base, is initiating the implementation of the LRA's redevelopment plan as prepared under BRAC law and regulation; and

WHEREAS, the Office of Economic Adjustment (OEA) is authorized under Title 10, U.S. C. Section 2391 to provide technical and financial assistance to local governments when the Secretary of Defense determines that the community will experience substantial economic harm with the closure of a military installation; and

WHEREAS, the Riverbank LRA is eligible to receive economic funding for furthering the operations and implementation of the Reuse Plan.

WHEREAS, NOW THEREFORE, BE IT RESOLVED that the Local Redevelopment Authority of the City of Riverbank hereby authorizes the submission of a grant request to OEA for funding in support of the LRA and the City's efforts for conveyance, redevelopment and reuse of the Riverbank Army Ammunition Plant.

PASSED AND ADOPTED by the Local Redevelopment Authority of the City of Riverbank at a meeting held on the 22th day of April, 2013, by the following vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

ATTEST:

APPROVED:

Annabelle Aguilar
Secretary

Richard D. O'Brien
Chair

LRA Item 6.1 – Attachment 2

OEA Grant (12 month) Proposed - 7/1/13 through 6/30/14			
Object Class Category	Federal Share	Non-Federal Share	TOTAL Budget
Personnel			
Staff 1 (100%) Executive Director - Salary	\$106,230	\$11,804	\$118,034
Benefits	\$51,369	\$5,708	\$57,077
Staff 2 (100%) Project Specialist - Salary	\$33,261	\$3,696	\$36,957
Benefits	\$0	\$0	\$0
Staff 3 (100%) Admin Analyst II - Salary	\$60,062	\$6,674	\$66,736
Benefits	\$34,744	\$3,861	\$38,605
Staff 4 City Engineer - Salary	\$26,100	\$2,900	\$29,000
Benefits	\$0	\$0	\$0
Staff 5 (100%) Intern, part time	\$13,392	\$1,488	\$14,880
Benefits	\$1,139	\$127	\$1,266
Staff 6 (100%) Administrative Assistant	\$43,613	\$4,846	\$48,459
Benefits	\$32,301	\$3,590	\$35,891
Total Personnel/Fringe	\$402,211	\$44,694	\$446,905
Operating Expenses			
Travel			
Trip 1 (2 travelers) (ADC - Maine)	\$4,784		\$4,784
Trip 2 (1 person) (DC mtg)	\$980		\$980
Trip 3 (In-State Meetings) (Sacramento)	\$1,183		\$1,183
Trip 4 (In State Meetings) (Agency mtgs)	\$374		\$374
Equipment	\$1,920	\$480	\$2,400
Supplies	\$23,040	\$2,560	\$25,600
Total Operating Expenses	\$32,281	\$3,040	\$35,321
Contractual Services			
Task Three (Legal Services)	\$54,000	\$6,000	\$60,000
Strategic Planning Consultant	\$3,600	\$400	\$4,000
Newsletter	\$5,400	\$600	\$6,000
Contractual Services Total	\$63,000	\$7,000	\$70,000
TOTAL Direct Costs	\$497,492	\$54,734	\$552,226
Indirect Costs (N%)			
Total	\$497,492	\$54,734	\$552,226