

**BUDGET ADVISORY COMMITTEE
RIVERBANK CITY HALL NORTH
COUNCIL CHAMBER
6707 THIRD STREET
RIVERBANK CA 95367-2305**

MINUTES

WEDNESDAY, APRIL 13, 2016

CALL TO ORDER: *Chair Figueroa called the meeting to order at 6:01 pm*

ROLL CALL: *Present: Chair Arlene Figueroa, Vice Chair Anthony McKinney, Committee Member Evelyn Halbert, and Council Member Leanne Jones Cruz.*

Absent: Committee Members Cindy Fosi and Daniel Park.

CONFLICT OF INTEREST

No conflict of interest was declared.

1. PUBLIC BUSINESS FROM THE FLOOR

No public business from the floor was received.

2. ACTION & DISCUSSION ITEMS

Item 2.1: Approval of the March 16, 2016 Committee Meeting Minutes

Motion to approve March 16, 2016 meeting minutes as is by Vice Chair McKinney, 2nd by Chair Figueroa.

Ayes: 2 Noes: 0 Abstentions: 1 Motion Passed 2-0

Item 2.2: Review of Fiscal Year 2016-17 Finance Department Proposed Budget

Marisela Garcia, Director of Finance, provided an overview of the changes in Personnel Salaries and Benefits. In the upcoming fiscal year, all full-time City employees will be receiving a Cost of Living Adjustment which affects the Personnel Salaries and associated benefits.

Dawndi Morrell, Accounting Manager provided an overview of the Finance Department Budget.

Item 2.3: Review of Fiscal Year 2016-17 Development Services Department Proposed Budget

Donna Kenney, Planning and Building Manager, provided an overview of the Planning Division, Building Division, and Neighborhood Improvement Division.

Kathleen Cleek, Development Services Administration Manager, provided an overview of the Development Services Administration Division.

Michael Riddell, Public Works Superintendent, provided an overview of the Public Works Divisional budgets which include Street Maintenance, Gas Tax, Sewer, Water, and Vehicle Maintenance.

During the review of the Gas Tax Fund, Vice Chair McKinney No Parking on the street during the time that the street sweeper is scheduled to sweep. Committee members have noticed that when cars are parked on the street, the street sweeper sweeps down the middle of the road and not cleaning the curb.

3. INFORMATIONAL ITEMS

No informational items were presented.

4. COMMENTS

Item 4.1: Staff Comments.

Marisela Garcia, Director of Finance, informed the Committee that the next Committee meeting would be held on May 18, 2016. She also mentioned that the Parks & Recreation Department had received quotes on the Parks Landscaping and Maintenance Contract and ended up saving the City approximately \$8,000 while keeping the current vendor (Grover Landscaping).

Item 4.2: Council Liaison Comments.

Councilmember Leanne Jones Cruz mentioned that the Council had been seeking a date to hold the Budget Workshop. She also commented on the No Parking on the street on street sweeping days and the Committee decided they would include that as one of the recommendations to be made to the City Council.

Item 4.3: Committee Member Comments.

Vice Chair McKinney inquired on the following:

- The City parking lot on the corner of Third & Stanislaus and asked why City employees were not parking in that parking lot. Marisela Garcia, Director of Finance, mentioned that City employees would need to begin parking there especially when the health clinic opens up.*
- The cost of the signs installed in the medians regarding them not being water due to the drought. Chair Figueroa inquired as to the impact on the budget.*

The Vice Chair also mentioned that the budget looked good and was tight.

Chair Figueroa mentioned that after having been on the committee for three years, she noticed that the budget from this year to next year looked stable.

5. ADJOURNMENT *Chair Figueroa adjourned the meeting at 7:28 pm*