

City of El Cerrito, County of Contra Costa, State of California
Regular Meeting of the City of El Cerrito Financial Advisory Board
Held on Tuesday, November 14, 2006 at 7:00 p.m
In City Hall, Conference Room B
10890 San Pablo Avenue, El Cerrito, CA 94530-2392

Roll Call:

Present

Members: Rich Bartke, David Boisvert, Brad Castel, Hilary Crosby
Council Liaison: Jan Bridges
Staff: Mary Dodge

Absent

Members: None absent

Convene:

Castel convened the meeting at 7:00 p.m.

I. Approval of the Minutes

- ◆ Approved the September 12, 2006 minutes. Castel abstained.

II. Council/Staff Liaison Report

- ◆ The open positions for the FAB have been advertised and two members received applications to reapply. Also, Andrew Farquharson resigning.
- ◆ Transportation for livable communities grant for \$1.8 million received through MTC. Readiness of the project was one of the considerations
- ◆ Three engineer positions posted, were in the budget..
- ◆ The theater is now open with no parking complaints.
- ◆ City hall construction lease revenues bonds were sold with 4.2% weighted average Yield and a AA- (uninsured) and AAA (insured) S&P bond rating. The city has up to 24 months to build city hall although the goal is 18 months.
- ◆ Business recognition awards were awarded to: Olivero Plumbing, Contra Costa Civic Theatre, and El Cerrito Honda.
- ◆ The Redevelopment Agency awarded contracts for San Pablo streetscape.
- ◆ Dodge discussed gross receipts tax for businesses except for professionals
- ◆ Audit of the city financials is nearly complete.
- ◆ Planning for senior center and library is ongoing and the Portola school site may be exchanged for other city land.

III. Oral Communications from the Public

- ◆ No public present

IV. Discuss Presentation of Redevelopment Agency in Annual Budget

- ◆ Dodge handed out a survey of how 39 towns report their Redevelopment Agency Budget. Additionally, Bartke reported that Walnut Creek reports their Redevelopment Agency Budget in a separate book from the General budget
 - 31 towns report the Redevelopment Agency Budget in the same book as the General budget.

- 6 towns report the Redevelopment Agency Budget in a separate book from the General budget.
- 2 towns report the Redevelopment Agency Budget both in the same book as the General budget and in a separate book.
- ◆ Considerations to further improve the presentation of the annual budget:
 1. Budget guide could be simplified and moved to the first section from the second section of the budget.
 2. Create a separate tab for the 10-year plan.
 3. Create a separate tab for the General fund.
 4. Keep the Redevelopment agency as a separate tab.
 5. There will continue to be a Summary discussion of the General fund and Redevelopment agency moneys.

V. Review of Quarterly Investment Report

- ◆ Boisvert handed out a graphical representation of the Quarterly Investments for the past 4 quarters (data provided by Dodge).
 - The pooled investments average about \$11.2 million dollars and interest rates on the money has increased to a weighted average annual return of 4.51%.
 - There are no recommended changes to these investments.
- ◆ Discussion and suggestions to potentially improve the finances of the city:
 1. Should the Target loan at ~9% be paid off sooner?
 2. Should the swim center bond be partially repaid with the approximate \$200,000 left over from pool center construction?

VI. Adjournment

- ◆ Next meeting January 9th.
- ◆ Potential future topics include:
 - A review of the gross sales tax prior to implementing it
 - An early look at how to proceed financially with a public safety building, a library and a senior center.=
 - A discussion of general guidelines and comments for FY2007-2008 budget
 - The election of officers
 - A review of the highlights of the completed city audit
 - Management letter
 - A review of the capital improvements plan
- ◆ The terms of two FAB members have expired.
- ◆ Adjourned 8:40 PM.

Signed:

Brad J. Cofel