

Draft MEETING MINUTES CITY OF MILPITAS

Minutes of: Regular Meeting of the Milpitas Redevelopment Agency
(Including Joint Meeting with the City Council)

Date: Tuesday, November 16, 2010

Time: 7:00 PM

Location: Milpitas City Hall Council Chambers, 455 E. Calaveras Blvd.

JOINT REDEVELOPMENT AGENCY AND CITY COUNCIL MEETING

RA 1. CALL TO ORDER Mayor/Agency Chair Livengood called to order the regular meeting of the Milpitas Redevelopment meeting jointly with the City Council at 9:01 PM.

ROLL CALL **PRESENT:** Chair/Mayor Livengood, Vice Chair/Vice Mayor McHugh, Agency/ Council members Giordano, Gomez and Polanski

ABSENT: None

RA 2. MINUTES Motion: to approve the Agency meeting minutes of November 2, 2010, as submitted

Motion/Second: Vice Chair/Vice Mayor McHugh / Agency/Councilmember Giordano

Motion carried by a vote of: AYES: 5
NOES: 0

RA 3. Agenda Approval and Consent Calendar Motion: to approve the agenda and consent calendar, as submitted

Motion/Second: Agency/Councilmember Giordano / Agency/Councilmember Polanski

Motion carried by a vote of: AYES: 5
NOES: 0

RA4. Accept CAFR and Related Audit Reports for FY 2009-10 Finance Director Emma Karlen presented the summary of the Audit and Financial Statements for the concluded Fiscal Year 2009-10. She explained the few instances of non-compliance findings with regard to Community Development Block Grant funding, central contractor registration, and the block grant program of the federal Department of Energy ARRA Energy Efficiency and Conservation grants.

Ms. Karlen reviewed the financial statement previously presented in September (with no changes, essentially). Ultimately, there was no use of reserve funds to balance last year's budget, primarily due to cost savings experienced by the staff.

Mayor Livengood asked if the noted minor non-compliance issues ever arose in the past. Ms. Karlen responded that it was not tested by auditors in previous years.

Vice Mayor McHugh congratulated staff on an excellent audit. He asked questions on the Redevelopment Agency portion.

Councilmember Polanski noted that some regulations had changed, and that may have generated some of the comments received. Security with regard to the City Council calendars online was important and to ensure transparency of those.

Motion: to accept the City's Comprehensive Annual Financial Report, the Redevelopment Agency Component Unit Financial Statements, and other related Annual Audited Reports (refer to above) for the fiscal year ended June 30, 2010

Motion/Second: Agency/Councilmember Polanski / Vice Chair/Vice Mayor McHugh

Motion carried by a vote of: AYES: 5
NOES: 0

RA5. Financial Status Report for First Quarter 2010-11

Finance Director Emma Karlen provided the quarterly financial report for the first quarter of the current fiscal year. She explained categories where expenditures were higher at the beginning of the year. The report showed some slight increases in revenues (0.45% above budget). Overall, General Fund expenditures were reviewed for the first quarter compared to budgeted amounts.

Motion: to receive the financial status report for three months ended September 30, 2010

Motion/Second: Agency/Councilmember Giordano / Agency/Councilmember Giordano

Motion carried by a vote of: AYES: 5
NOES: 0

***RA6. RDA Annual Report**

Accepted the Milpitas Redevelopment Agency Fiscal Year 2009-10 Annual Report.

***RA7. Resolution Related to Paragon Residential**

Adopted Resolution No. RA394 approving the amendment to the Owner Participation Agreement and Regulatory Agreement with Western Pacific Housing

***RA8. Resolution of Initial Acceptance Project No. 8176**

Adopted Resolution No. RA393 / 8045 granting initial acceptance of the new Senior Center, Project No. 8176, subject to a one year warranty period and reduction of the faithful performance bond to \$788,522. Approved Amendment No. 5 to the agreement with Noll & Tam Architects in the amount of \$43,462, Project No. 8176, subject to approval as to form by the Agency Counsel.

***RA9. Contract for HVAC at Milpitas Library**

Awarded a service contract and authorized the Agency Executive Director to execute a service contract with Environmental Systems Inc. for HVAC repairs at the Milpitas Public Library, Project No. 8162, in the amount of \$40,000

***RA10. Contract Change Order with Median Mulch & Street Tree Maintenance**

Authorized the Agency Executive Director to execute a contract change order with Forster & Kroeger, Inc. in the amount not-to-exceed \$3,000, for maintenance on the Great Mall Parkway, Project No. 2001.

RA 11. ADJOURNMENT

Chair/Mayor Livengood adjourned the Redevelopment Agency meeting at 9:22 PM.

*Meeting minutes respectfully submitted by
Mary Lavelle, Agency Secretary*