

CITY OF MILPITAS
MINUTES of: CITY COUNCIL (FINANCE) SUBCOMMITTEE
Date/Time: Wednesday, March 25, 2015 – 4:05 p.m.

I. CALL TO ORDER: Vice Mayor Carmen Montano called the meeting to order at 4:05 p.m.

Attendance:

City Council: Jose Esteves, Mayor
Carmen Montano, Vice Mayor

Staff: Thomas C. Williams, City Manager
Emma Karlen, Assistant City Manager/Finance Director
Steven Machida, City Engineer/Acting Public Works Director
Michael Boitnott, Associate Civil Engineer
Dat Nguyen, Budget Manager

II. PUBLIC FORUM: Robert Marini

III. APPROVAL of MINUTES: The March 18, 2015 minutes were approved.

IV. ITEMS FOR DISCUSSION

A. FY15-20 Capital Improvement Program

- Steven Machida, City Engineer/Acting Public Works Director – Presented to the Finance Subcommittee the changes to the previously distributed Draft FY15-20 Capital Improvement Program. Vice Mayor inquired about the International Park whether it was on the original draft FY15-20 CIP and what Parks Recreation & Cultural Resources Commission (PRCRC) said. Tom Williams, City Manager responded that the PRCRC saw the project as a high priority. Mayor and Vice Mayor asked whether staff reached out to the Cricket Club regarding the cricket field being proposed at the Milpitas Sports Center fields and potential schedule conflict with other sport uses. Tom replied that staff spoke to the Cricket Club and the Club has indicated that the Sports Center fields would be ideal location. In addition, there would be minimal conflict as they normally play on Sundays.
- Mayor and Vice Mayor inquired on grant funding availability on certain projects and that we shouldn't identify City funding sources if we're going to apply for grants. In addition, staff should explore the possibility of hiring an additional staff dedicated to seek grant funding. Tom and Steve Machida, City Engineer/Acting Public Works Director indicated that staff continuously evaluate and pursue any grant funding availability. The City currently does not have a dedicated grant writing person but staff will present to City Council the feasibility of hiring a dedicated person for the grant seeking purposes during the budget study session scheduled on April 7th.
- Vice Mayor asked who decides what project or work needs to be done, want to know how much money we spent on certain parks and suggested staff to provide background information on park projects. Tom and Emma Karlen, Assistant City Manager/Finance

Director responded that we have inspection done internally and by consultants. In addition, staff follows Park Master Plan and as suggested by PRCRC and as directed by City Council. Staff will work to incorporate background information, such as works done in last ten years for each proposed park project. Vice Mayor inquired on possible sidewalk improvements at Abel and Weller due to vegetative growth. Tom mentioned Public Works staff is scheduled to perform weed abatement in that area tomorrow.

- Mayor asked how the city address funding requirement for Storm Drain improvements. Tom and Emma responded that currently the city funds the projects using development impact fees and general fund excess revenue but emphasized that it's inadequate.

V. OTHER BUSINESS

Emma discussed claims process and indicated that establishing a committee to hear appeals from claimants on claims that were denied would go against ABAG Plan guideline and practice and potentially exposing the city to liability. Mayor and Vice Mayor mentioned that they only want to ensure the process is fair and impartial.

VI. NEXT MEETING – TBD

VII. ADJOURNMENT – 5:50 PM