

CITY COUNCIL COMMITTEE

SPECIAL MEETING

POLICY DEVELOPMENT AND INTERNAL OPERATIONS

Mayor Laura Hoffmeister, Chair
Ron Leone, Committee Member

5:30 p.m.

Wednesday, September 14, 2016

Wing A, City Manager Conference Room
1950 Parkside Drive, Concord

- ANNOTATED AGENDA -

ROLL CALL: All present

STAFF PRESENT: Justin Ezell, Director of Public Works, Robert Ovadia, City Engineer, Karan Reid, Director of Finance, Victoria Walker, Director of Community & Economic Development, Florence Weiss, Special Events Manager, and Deborah Yamamoto, Senior Financial Analyst

MEMBERS OF THE PUBLIC WHO ADDRESSED THE COMMITTEE: Raymond Barbour; Scott Alman (Harris and Associates).

PUBLIC COMMENT PERIOD: None

1. **REVIEW** – Special Events Rates and Deposits. Report by Karan Reid, Director of Finance.

ACTION: Vice-Mayor Ron Leone asked whether the City should consider subsidizing certain special events such as the 4th of July festivities. As explained by Karan Reid there is not a mechanism for funding such events; this topic is to be re-visited at a future meeting.

Florence Weiss also indicated that the “*deposits of 25% or \$1,000, whichever is greater*” should be deleted from the Master Fee Schedule since there are special events that cost less than \$1,000 in total and that there are hardships for certain entities to advance the deposits. Deposits of 25% will remain, but the *\$1,000 or greater* will be eliminated from the Master Fee Schedule.

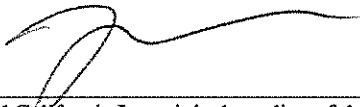
The Committee has directed staff to present to Council recommended annual 3% increase of recoverable staff time only and a new Special Events Revenue Fund be created to enable staff to monitor Special Events revenue which could be utilized for future city subsidized special events.

It is anticipated that the new Special Events recoverable staff rates will not be effective until January 2017 to allow for Special Events staff to convey the change in rates to regular Special Events participants.

2. **REVIEW** – Sidewalk Inspection and Repair Program. Report by Justin Ezell, Director of Public Works.

ACTION: The PD&IO Committee listened to the report and provided comments to staff related to the sidewalk policy outreach materials. The meeting was continued to Tuesday, September 20 at 5:30 p.m. so that staff could return with updated materials which reflect the Committee's comments.

3. **ADJOURNMENT** at 6:30 p.m.



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Distribution: City Council
Valerie Barone, City Manager
Susanne Brown, City Attorney
Karan Reid, Director of Finance
Deborah Yamamoto, Senior Financial Analyst
Florence Weiss, Downtown Event Program Manager
Justin Ezell, Director of Public Works
Joelle Fockler, City Clerk