

**MINUTES
FINANCE COMMISSION
REGULAR MEETING
April 20, 2015**

City Council Chamber
1 Civic Center Plaza
Irvine, CA 92606

CALL TO ORDER – 5:30 p.m.

ROLL CALL

PRESENT: 4	Commissioner:	Montgomery
	Commissioner:	Reyno
	Vice Chair:	Stein
	Chair:	Bartlett
ABSENT: 1	Commissioner	Dressler

PLEDGE OF ALLEGIANCE

Commissioner Montgomery led the Pledge of Allegiance.

INTRODUCTIONS

There were no introductions.

PRESENTATIONS

There were no presentations.

COMMITTEE REPORTS

There were no committee reports.

ADDITIONS AND DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

PUBLIC COMMENTS

There were no public comments.

CONSENT CALENDAR

ACTION: Moved by Commissioner Reyno, seconded by Vice Chair Stein, and unanimously carried by those members present to approve Consent Calendar Items 1 and 2.

1. MINUTES

ACTION:

Approved the minutes of a regular meeting of the Finance Commission held on April 6, 2015.

2. ACCEPTANCE OF MARUCHAN, INCORPORATED DONATION

ACTION:

- 1) Recommended the City Council accept a \$100,000 donation from Maruchan, Incorporated.
- 2) Recommended the City Council approve a budget adjustment appropriating \$100,000, reflecting an increase in revenues and appropriations.

COMMISSION BUSINESS

3. AGREEMENT WITH THE NEW IRVINE RANCH CONSERVANCY FOR MANAGEMENT OF THE CITY OF IRVINE OPEN SPACE PRESERVE

Dori Budde, Community Services Manager, introduced the item and answered questions. Brendan Keeler, Management Analyst II, presented the item, and Michael O'Connell, Executive Director of The New Irvine Ranch Conservancy, was also present and answered questions.

Commission discussion included: fire watch prevention activities and the volunteer fire watch program; managing habitat restoration with regard to the drought; anticipated timeline for additional contract services; status of Newport Beach land transfer; a comprehensive management fee and reasons for the contract price increase; increased levels of participation and the percentage of Irvine resident volunteers and participants; contracts with other agencies; and modeling programming after other successful conservancies.

RECOMMENDED ACTION: Moved by Commissioner Reyno, seconded by Vice Chair Stein, and unanimously carried by those members present to:

Recommend the City Council authorize the Mayor to execute the Open Space Preserve Management Agreement between the City of Irvine and New Irvine Ranch Conservancy.

4. CUSTODIAL MAINTENANCE SERVICES AGREEMENTS

Christina Templeton, Manager of Facilities Maintenance & Rehabilitation presented the item and answered questions. Ken Brown, Director of Administrative Services, Tracy Hamilton, Purchasing Agent, and Dale Schuck, Facilities Maintenance Superintendent were also present and answered questions.

Commission discussion included: reason low bidder withdrew request; number of qualified bids received and the reason existing vendor did not bid; concerns about the low bidder timeframe for completing an RFP on an expiring contract; calculating the annual price escalation clause; changes to scope of work of the contract, the monthly cost of contract excluding extra services and the added cost due to Trabuco Senior Center; reason for bifurcating the contract; regularly monitored performance based quality standard for park facilities; explanation of the living wage ordinance and differences compared to other municipalities; living wage compliance audits; specifics of the Displaced Janitor Act; City Attorney opinion on the City’s ability to return the bidder’s performance bond; potential impact of future changes that could be made to the living wage ordinance; re-evaluating the intent of the living wage ordinance; and considering the solicitation of feedback from outgoing vendors on the bid process.

RECOMMENDED ACTION: Moved by Vice Chair Stein, seconded by Commissioner Montgomery, and unanimously carried by those members present to:

- 1) Recommend the City Council consent to the request for bid withdrawal received from Priority Building Services, the apparent lowest bidder for the custodial maintenance services contract, and authorize staff to return the corresponding cashier’s check provided as bidder’s security.
- 2) Recommend the City Council declare Merchant Building Maintenance Company the lowest responsive and responsible bidder, award contracts to Merchant Building Maintenance Company, and authorize the City Manager to execute the corresponding contracts.
- 3) Recommend the City Council authorize the extension of the existing contract with General Building Management Company to June 30, 2015, to provide continued custodial maintenance services to allow the transition to Merchant Building Maintenance Company, and authorize the Mayor to execute the contract amendment extending the contract term.

Chair Bartlett left the meeting at 6:46 p.m. and was not present for Agenda Item 5.

5. FISCAL YEAR 2015-16 GENERAL FUND REVENUE ESTIMATES

Donna Mullally, Manager of Budget & Business Planning, presented the item and answered questions.

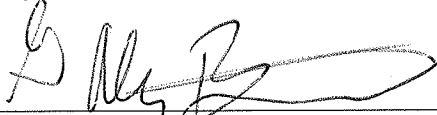
Commission discussion included: sales tax revenues and the end of the “Triple Flip;” property tax revenues factoring in construction permit activity; collecting hotel taxes from online booking agencies; and the potential elimination of the business license fee.

RECOMMENDED ACTION: Moved by Commissioner Reyno, seconded by Commissioner Montgomery, and unanimously carried by those members present to:

Receive and file the General Fund revenue estimates for Fiscal Year 2015-16.

ADJOURNMENT

By consensus, Vice Chair Stein adjourned the meeting at 7:04 p.m.



ALLAN BARTLETT
CHAIR



KEN BROWN
DIRECTOR OF ADMINISTRATIVE
SERVICES



MELINDA NEUMANN
RECORDING SECRETARY

5/04/15

DATE APPROVED