

**CITY OF FOSTER CITY/ESTERO MUNICIPAL IMPROVEMENT DISTRICT/
FOSTER CITY COMMUNITY DEVELOPMENT AGENCY**

REGULAR MEETING OF JANUARY 18, 2005

MINUTES

**CALL TO ORDER OF FOSTER CITY COMMUNITY DEVELOPMENT AGENCY
BOARD**

The Regular Meeting of January 18, 2005 of the Community Development Agency (CDA) of the City of Foster City was called to order at 7:30 p.m. in the Foster City Council Chambers, 620 Foster City Boulevard, Foster City, San Mateo County, California, by Chair Rick Wykoff.

ROLL CALL

The Secretary called the roll:

PRESENT: Members Ron Cox, Linda Koelling, Marland W. Townsend, Deborah E. G. Wilder, and Chair Rick Wykoff.

ABSENT: None.

STAFF PRESENT: James C. Hardy, Executive Director/Treasurer, and Therese L. Tesene, CDA Secretary.

CONSENT CALENDAR

Motion by Member Townsend, seconded by Member Cox, and carried unanimously, 5-0-0, to approve the following items on the CDA Consent Calendar:

1. Minutes of the Regular Meeting of January 3, 2005; and
2. CDA Resolution No. 245, "A Resolution of the City of Foster City Community Development Agency Authorizing the Agency Attorney to Accept and Consent to Deeds or Grants Conveying any Interest in or Easement Upon Real Property to the Community Development Agency for Public Purposes."

ADJOURNMENT

Motion by Member Townsend, seconded by Vice Chair Koelling, and carried unanimously, 5-0-0, to adjourn the meeting. Meeting adjourned at 7:32 p.m.

CALL TO ORDER OF CITY COUNCIL/EMID BOARD OF DIRECTORS

The Regular Meeting of January 18, 2005 of the City Council of the City of Foster City, sitting as said Council and as ex officio the Board of Directors of the Estero Municipal Improvement District (EMID), was called to order at 7:32 p.m. in the Foster City Council

Chambers, 620 Foster City Boulevard, Foster City, San Mateo County, California, by Mayor/President Rick Wykoff.

ROLL CALL

The City Clerk/District Secretary called the roll:

PRESENT: Councilmembers/ex officio Directors Ron Cox, Linda Koelling, Marland W. Townsend, Deborah E. G. Wilder, and Mayor/President Rick Wykoff.

ABSENT: None.

STAFF PRESENT: James C. Hardy, City/District Manager/City Treasurer; Jean B. Savaree, City Attorney/District Legal Counsel; Kristi A. Chappelle, Assistant City/District Manager; Ricardo Santiago, Finance Director; Steve Toler, Administrative Services Director; Craig Courtin, Chief of Police; Tom Reaves, Fire Chief; Kevin Miller, Director of Parks and Recreation; Lin-Lin Cheng, Assistant Finance Director; Stacey Poncia, Recreation Coordinator; Steve Courtney, Video Production Technician; Rogerio Lima, Video Operator; and Therese L. Tesene, City Clerk/District Secretary/Recording Secretary.

SPECIAL PRESENTATION

SPECIAL PRESENTATION TO FAMILY OF LEONARD PORT FOR HIS SERVICE AS PLANNING COMMISSIONER.

On behalf of the City Council, Councilmember Townsend presented a plaque to the family of Leonard Port for his service as Planning Commissioner from September 2003 to September 2004.

CONSENT CALENDAR

Motion by Councilmember/Director Townsend, seconded by Vice Mayor/Vice President Koelling, and carried unanimously, 5-0-0, to approve the following items on the City/District Consent Calendar:

City Consent Calendar

1. Minutes of the Regular Meeting of January 3, 2005;
2. Warrant of Demands dated January 18, 2005;

3. City Resolution No. 2005-3, "A Resolution of the City Council of the City of Foster City Authorizing the Purchase of Parks Maintenance Equipment Scheduled and Budgeted for Replacement in the City Equipment Replacement Fund for Fiscal Year 2004/2005 in the Amount of \$81,935 from the Low Responsible Bidders Which Include Turf Star Incorporated for the Four Riding Mowers, Bobcat West for the Flail Mower, Turf and Industrial for the Field Groomer, and Reed Equipment for the Tow Behind Aerator;"
4. City Resolution No. 2005-4, "A Resolution of the City Council of the City of Foster City Ordering the Closing Out of the Model Home Maintenance Trust Fund in the Amount of \$48,000 and Transferring the Fund Balance to the City of Foster City's General Fund;"
5. City Resolution No. 2005-5, "A Resolution of the City Council of the City of Foster City Approving the Transfer of Fund Balance in the Amount of \$436,234.75 from Landscaping and Lighting District No. 1 to the City of Foster City's General Fund;"

EMID Consent Calendar

6. Minutes of the Regular Meeting of January 3, 2005; and
7. Warrant of Demands dated January 18, 2005.

NEW BUSINESS

PARKS AND RECREATION COMMITTEE APPOINTMENT. MINUTE ORDER NO. 923.

City Clerk Tesene presented the staff report.

Applicant Pam Frisella introduced herself to the City Council.

Motion by Councilmember Cox, seconded by Councilmember Wilder, and carried unanimously, 5-0-0, to adopt Minute Order No. 923, appointing Pam Frisella to an unexpired partial term from January 1, 2005 to December 31, 2007 on the Parks and Recreation Committee.

REPORTS

YOUTH ADVISORY COMMITTEE'S 2004 YEAR-END REPORT, REVIEW OF MISSION STATEMENT, AND GOALS FOR 2005. MINUTE ORDER NO. 924.

Youth Advisory Committee Chair Kristina Hardy, Vice Chair Yvonne Chow, and Secretary Sean Pan presented the Committee's 2004 Year-End Report, Mission Statement, and Goals for 2005.

Motion by Councilmember Townsend, seconded by Vice Mayor Koelling, and carried unanimously, 5-0-0, to adopt Minute Order No. 924, accepting the Youth Advisory Committee's Year-End Report, Mission Statement, and Goals for 2005.

AUDIT COMMITTEE'S 2004 YEAR-END REPORT, REVIEW OF MISSION STATEMENT, AND GOALS FOR 2005. MINUTE ORDER NO. 925.

Audit Committee Chair Bob Buyers presented the Committee's 2004 Year-End Report, Mission Statement, and Goals for 2005.

Motion by Councilmember Cox, seconded by Councilmember Townsend, and carried unanimously, 5-0-0, to adopt Minute Order No. 925, accepting the Audit Committee's Year-End Report, Mission Statement, and Goals for 2005.

COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) FOR FISCAL YEAR 2003-2004 – ANNUAL AUDIT REPORT

Finance Director Santiago gave an oral presentation regarding the Comprehensive Annual Finance Report (CAFR) for Fiscal Year 2003-2004.

No action was taken.

UPDATE ON COMCAST FRANCHISE RENEWAL NEGOTIATIONS.

Administrative Services Director Toler gave an oral presentation regarding an update on Comcast Franchise renewal negotiations.

Discussion ensued. No action was taken.

COUNCIL/BOARD STATEMENTS AND REQUESTS

In response to Vice Mayor Koelling's request for an update regarding the review of the commercial sign ordinance initiated by the Foster City Chamber of Commerce, City Manager Hardy stated that an update would be provided as part of the study session to develop the Policy Calendar for 2005 scheduled for 4:00 p.m. on January 31 in the Council Chambers.

ADJOURNMENT

Hearing no objection from the Council/Board, Mayor/President Wykoff adjourned the meeting. Meeting adjourned at 8:43 p.m.