



Staff Report

RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH THE BELMONT CHAMBER OF COMMERCE TO PERFORM ECONOMIC DEVELOPMENT BUSINESS RETENTION SERVICES

Honorable Chair and Board Members:

Summary

Approval of the attached resolution would authorize the Belmont Chamber of Commerce (Chamber) to perform Economic Development Business Retention Services covering the period July 1, 2006 through June 30, 2007.

Background

At your June 13th meeting, the Belmont Redevelopment Agency (RDA) authorized an amendment to the professional services agreement with the Chamber to continue services through June 30, 2006. The Agency Directors were provided with a three-year proposal from the Chamber to continue services. After consulting with the Economic Development Subcommittee, staff had recommended a conditional, one-year contract.

Discussion

The Agency Director's did not take action on the contract proposal for FY 2007. The matter was continued to provide additional time to consider the alternatives and allow the Council's Economic Development Subcommittee to discuss the matter with the Chamber.

A meeting between the Economic Development Subcommittee and the Chamber is scheduled for Wednesday, June 21, 2006. Due to timing constraints required to post the meeting agenda and publish staff reports, the results of that meeting could not be included in this report. However, staff recommends receiving a verbal report from the Economic Development Subcommittee at the meeting.

Since the RDA took action to engage the Chamber for the stub period ended June 30, 2006, staff has prepared a revised resolution. It is important to note that the revised resolution includes no specific amount for funding. This was done purposefully to allow the Agency Directors to determine what, if any, will be authorized.

General Plan/Vision Statement

The services provided in this report are consistent with the General Plan and Vision Statement.

Fiscal Impact

As proposed by the Chamber, the fee for FY 2007, would be \$70,000, plus a 20% commission for Façade Rebate Program applications that are granted (\$36,000 for services, \$12,000 for collection and analysis of economic data, \$12,000 for Business and Community Directory and \$10,000 + 20% contingent commission for Façade Rebate Program).

The Discover Belmont Campaign is offered for an additional \$10,000.

There is sufficient funding in the proposed FY 2007 Budget for the base proposal, excluding the Discover Belmont Campaign.

Public Contact

Posting of City Council agenda.

Recommendation

Staff recommends considering the verbal report from the Economic Development Subcommittee and then:

1. Accept the proposal for the Chamber as submitted; or
2. Authorize an alternative amount; or
3. Authorize an alternative amount plus conditions raised in the June 13th report; or
4. Send the matter back to staff to work with the Economic Development Subcommittee; or
5. Take some alternative action; or
6. Deny the request.

Alternatives

Not applicable.

Attachments

- A. Resolution Authorizing a Professional Services Agreement with the Belmont Chamber of Commerce to Perform Economic Development Business Retention Services
- B. June 13th Staff Report with Exhibits

Respectfully submitted,

Thomas Fil
Finance Director

Maureen Cassingham
Interim Executive Director

Staff Contact:

Thomas Fil, Finance Director

(650) 595-7435
tfil@belmont.gov

REDEVELOPMENT AGENCY RESOLUTION NO. _____

**RESOLUTION OF THE REDEVELOPMENT AGENCY OF THE CITY OF BELMONT
AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH THE BELMONT
CHAMBER OF COMMERCE TO PERFORM ECONOMIC DEVELOPMENT
BUSINESS RETENTION SERVICES**

WHEREAS, The Belmont Chamber of Commerce (Chamber) has agreed to perform Economic Development Business Retention Services covering the period July 1, 2006 through _____ (specify period ending); and,

WHEREAS, The Chamber's proposal dated May 2, 2006 for the period beginning July 1, 2006 is incorporated herein and deemed acceptable to the RDA subject to the following conditions:

1. _____
2. _____
3. _____

(Specify any conditions)

NOW, THEREFORE, BE IT RESOLVED that the Redevelopment Agency of the City of Belmont authorizes a professional services agreement with the Chamber to perform economic development business retention services. For the period July 1, 2006 ending June 30, 2007, compensation _____ shall _____ be

(specify compensation). Only services actually rendered shall be compensated.

* * * * *

I hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the Redevelopment Agency of the City of Belmont at a special meeting thereof held on June 27, 2006 by the following vote:

AYES, DIRECTORS: _____

NOES, DIRECTORS: _____

ABSTAIN, DIRECTORS: _____

ABSENT, DIRECTORS: _____

Secretary, Redevelopment Agency

APPROVED:

Chair, Redevelopment Agency