

11.1

APPROVED
BY THE CITY COUNCIL

OFFICE OF THE
CITY MANAGER

SEP 30 1997

CITY OF SACRAMENTO
CALIFORNIA

OFFICE OF THE
CITY CLERK

CITY HALL
ROOM 101
915 I STREET
SACRAMENTO, CA
95814-2684

PH 916-264-5704
FAX 916-264-7618
TDD (ONLY) 916-264-7227

September 22, 1997

City Council
Redevelopment Agency of the City of Sacramento
Sacramento, California

Honorable Members in Session:

SUBJECT: IMPLEMENTATION OF THE DOWNTOWN DEPARTMENT

LOCATION AND COUNCIL DISTRICTS: Districts One, Three and Four

RECOMMENDATION:

It is recommend that the City Council and the Redevelopment Agency of the City of Sacramento (RACS) adopt the attached Resolutions authorizing the City Manager to implement the Downtown Department. Further, it is recommended that the City Council and RACS approve, by resolution, an amendment to the FY 98 operating budget to include a transfer of funds from the SHRA, and an addition of positions to reflect the economic development functions within the Downtown Department.

CONTACT PERSON: Thomas V. Lee, Deputy City Manager, 264-5704

FOR COUNCIL MEETING OF: September 30, 1997

SUMMARY:

This report recommends implementation of City Council action to establish a new Downtown Department by transferring staff and funding associated with downtown economic development to the Department from the Sacramento Housing and Redevelopment Agency. The Downtown Department was established to focus on Downtown economic development/redevelopment and the management of downtown facilities, including the Convention Center Complex, Marina, Old Sacramento and Off-Street Parking. The report also discusses the organization structure of the new

department, strategic plans and work programs for the three major divisions and the continuing responsibilities of the Sacramento Housing and Redevelopment Agency.

COMMITTEE/COMMISSION ACTION:

On September 17, 1997, the Sacramento Housing and Redevelopment Commission reviewed the staff report regarding the Downtown Department and offered the following general comments:

- The need to establish a joint Downtown Commission comprised of Design Review, Planning Commission and SHRC members to advise on downtown activities.
- The need to coordinate clearly on mutual activities between the Agency and City with respect to the Downtown Area.
- What role the Commission will play on various functions in the Downtown Areas such as Brownfields Loan Program, and others.

BACKGROUND:

OVERVIEW:

On June 24, 1997, the City Council approved the City's 1997-98 budget. The adopted budget conceptually approved the new Downtown Department and directed the City Manager to report back on the implementation of the Department. The primary purpose of the Department was a strong desire on behalf of the City to focus on:

- Streamlining the redevelopment process in the Downtown
- One-stop shop for Downtown area initiatives and economic development activities
- One voice for the development/redevelopment of the Downtown area
- Better coordination of facilities and development including the following:
 - Downtown economic development
 - Downtown redevelopment
 - Sacramento Convention Center management and operations
 - Parking Facilities management and operations
 - Old Sacramento operations
 - K Street Mall, Chinatown Mall, "O" Street Mall

These areas have a tremendous impact on the economic vitality of the central city area and on the region as a whole. The City has placed an emphasis on the downtown area as a keystone of redevelopment and economic revitalization. Many projects and activities are in place and have been completed such as the:

- Hyatt Regency Hotel
- Downtown Plaza

City Council
IMPLEMENTATION OF THE DOWNTOWN DEPARTMENT
Page 3

- Rehabilitation / Preservation of multiple business opportunities in Old Sacramento
- Riverview Plaza
- Capitol Mall and related offices;
- Library Plaza and Galleria
- Capitol Towers
- St. Rose of Lima Park
- William Kerth Memorial Ice Rink
- Crest Theater rehabilitation
- Light Rail
- Downtown Sacramento Partnership and others too numerous to mention.

However there remains much more on the City Council agenda for the downtown area such as:

- Convention Center hotel
- Waterfront hotel
- Waterfront promenade improvements
- IMAX Theater/Office Complex
- Entertainment/movie complex along K Street
- Performing Arts Center
- 9th and J Street opportunity site
- Lot A
- Market rate housing
- Development along R-Street corridor
- Projects in the Railyards and Richards Boulevard area including 7th Street extension
- Renovation of the historic railroad depot
- Transportation shuttle system linking the downtown together
- Richards Boulevard improvement
- 12th/16th Street improvements

The message is clear, there are many more projects for the downtown area. These projects are vital to a vibrant downtown and are a catalyst for further private investment in the downtown area.

Downtown is changing from an area whose primary issues are related to development, to an area equally in need of the active management of programs. Downtown is truly a regional resource, vital to the commerce and wellbeing of the entire Sacramento region. It is not a traditional neighborhood even though there are many residential units in the area. Economic Development activities very much involves its neighborhoods such as Alkali Flat, South Side, Midtown, etc. due to traffic, parking and circulation impacts which must be mitigated. The business district itself is clearly unique to the rest of the County and must be managed as such, and available to the entire region.

Downtown Redevelopment Sunset:

Pursuant to AB 1290, major redevelopment reform legislation adopted in 1995, the merged Downtown Sacramento Redevelopment Project Area was required to establish a sunset date of 2009. The Redevelopment Plan life to collect tax increment cannot go beyond this date, unless major redevelopment reform are adopted. Thus, the Downtown Department is a way to begin the transition of redevelopment project areas back into the City and County jurisdiction so revitalization can be coordinated with the other City resources and departments.

Boundaries of the Downtown Department:

The boundaries of Downtown are generally bounded by the Sacramento and American Rivers (western and northern boundaries), Freeway 80 on the east and Freeway 50 on the South. The Downtown Department's initial focus will be the Merged Downtown Sacramento Redevelopment area and the Richards Boulevard Redevelopment area. Within these boundaries, there is a priority to address economic development activities in the central core of the Merged Downtown Sacramento Redevelopment Project Area and the Richards Boulevard/Railyards Redevelopment Project Areas. Staff recognizes the other areas in the Downtown area and eventually will be developing a linkage with them over time. Attachment I is the map of the Downtown Area with the Redevelopment Areas depicted.

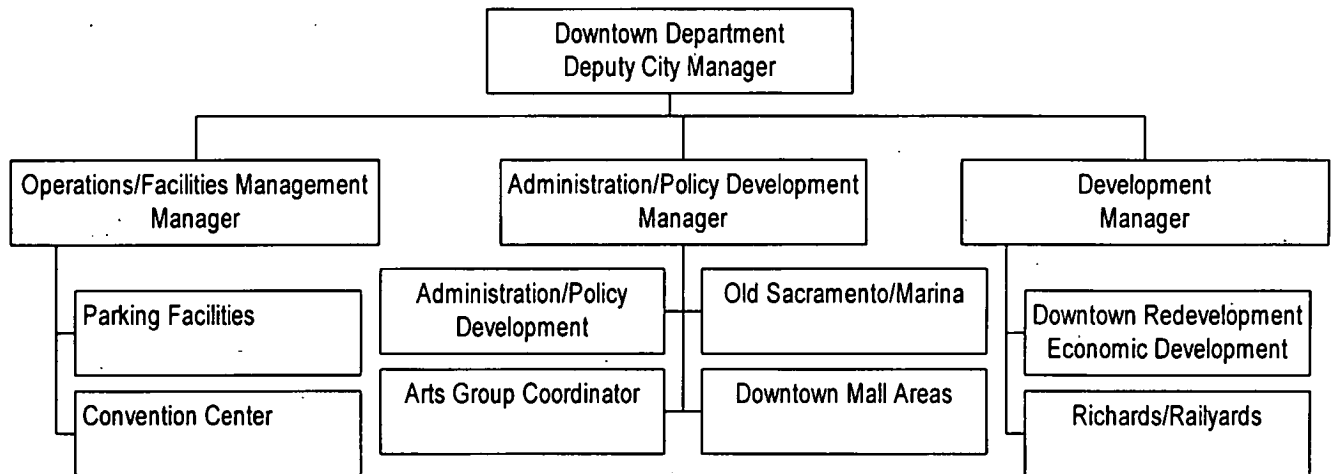
Partnering:

The Downtown Department will continue to nurture its linkages with its partners, especially SHRA, the Downtown Plaza, the Capital Area Development Authority (CADA), the Downtown Sacramento Partnership (DSP), the Area One Manager, Alkali Flat PAC, and other city departments such as Neighborhoods, Planning and Development Services and the Police Department. Linking with preservation functions will be a vital economic development tool to ensure a balanced downtown that preserves the past while advocating new development. The Downtown Department will also be working closely with the Area One Manager so operational activities and development activities are coordinated. Additionally, the Department will be working closely with SHRA's housing department with regard to market-rate housing development and a Single Resident Occupancy (SRO) program that produces a safe and clean environment.

The Downtown Department will continue building alliances with community groups such as those representing stakeholders in the R Street Corridor, South Side Park, Broadway Corridor and the Midtown areas to encourage community input and participation on downtown projects and issues. The new department is not intended to supplant the Area One Manager and his responsibilities with these neighborhood groups; however, it is proposed that the new Downtown Department work very closely with the Area One

Manager and Police Sector Captain in order to define our roles over time and to coordinate activities.

PROPOSED ORGANIZATION CONCEPT OF THE DOWNTOWN DEPARTMENT:



The Downtown Department eliminates duplication of development and redevelopment services and brings together the major City-owned facilities operated in the core of downtown. Some of the functions of the City's Economic Development office will be assumed within the Downtown Department. The Downtown Redevelopment function has been transferred from the Sacramento Housing and Redevelopment Agency (SHRA) to the Downtown Department. The Parking Facilities (off-street parking) has been moved from the Public Works Department to Downtown. The Sacramento Convention Center and Old Sacramento were transferred from the recently eliminated Department of Community and Visitor Services. In time, the K Street, O Street and Chinatown Mall operations will be transferred from Neighborhoods, Planning and Development Services Department, bringing together the major functions of economic development and facility management services. It should be noted the K Street Mall maintenance is intended to provide an agreed upon baseline services and the DSP will provide the enhanced service through its safe and clean program. The new department will include staff from these merged departments, as well as SHRA funding for seven new City positions.

The organizational structure of the department (depicted above) will be directed by the Deputy City Manager, with departmental operations supervised by managers. The Operations/Facilities Manager will oversee the operations of the Convention Center and the Parking Facilities. The Administration and Policy Development Manager will oversee the functions of Administration/Budget/Policy Development, Old Sacramento and the Sacramento Marina, Arts Group Coordination, and Hardscape (maintenance of the K Street and O Street Malls and the Chinatown Mall). The Development Manager will oversee Downtown Redevelopment/Economic Development.

The three divisions are described below:

Operations / Facility Management:

This division will include two major public use facilities in the Downtown area. The Sacramento Convention Center Complex and the Parking Facilities are key to the economic success of the downtown area. Both are utilized as economic development tools and both have considerable operating similarities. Major issues facing these operations include fiscal viability, client services and marketing. The division consists of 119 positions and a \$15.3 million budget.

Administration and Policy Development:

The Administration and Policy Division will provide fiscal, personnel and policy development for the entire Downtown Department as well as the Arts Consortium group. In addition, the division management of the Old Sacramento, Marina and downtown areas such along K Street, O Street and in the Chinatown Mall. Fiscal and service delivery and policy development are the primary issues facing the Administration and Policy Development section. The division consists of 25 positions and \$3.4 million budget as well as the administration and policy developments for the entire department of 152 positions and \$18.4 million and Arts Consortium coordinator for 115 positions and \$8.8 million budget.

Development Division:

The Development Division is responsible for redevelopment/economic development and project management of projects in the merged Downtown and Richards Boulevard Redevelopment areas, and assist with citywide economic development issues. The Downtown Development staffing will include candidates from SHRA and the City's Economic Development office. The budget of \$950,000 will allow for six professional positions and a represented clerical support position, along with services and supplies. These professional positions will be in the exempt management analyst series. Filling these positions will be coordinated through the City's Administrative Services Department.

Department Location:

The Sacramento Convention and Visitors Bureau staff will vacate their existing location at the 15th and K Street site and moving to a 13th and J Street location. The Downtown Department will assist with a one-time budget of \$40,000 towards the cost of the SCVB's move. The relocation is expected to take place by November, at which time the first and second floors of the 15th and K Street site will be occupied by the staffs of the Convention Center and the Downtown Department. Parking facilities and Old Sacramento/Marina will remain at their existing locations at Garage G, and Old Sacramento/Marina, respectively.

Strategic Plans and Work Programs:

The Downtown Department will unite the individual strategic plans and work programs from the merged activities to form an overall departmental strategic plan. The overall work programs for the individual divisions are attached as Attachment II.

Certainly key pivotal projects to the success of redevelopment and economic revitalization of the Downtown area over the next few years will come under the aegis of the Downtown Department. The 1998 Downtown Department workplan highlights include:

- Long-term, comprehensive financial strategy for the continual economic development of the Downtown area after redevelopment.
- Implementing the Business Plan for the Convention Center facility with the assistance of a management-consulting firm.
- Assessment/evaluation of privatizing garages.
- Old Sacramento/Marina vision plan.
- Long-term staffing of the Convention Center/Parking Facilities.
- Delivery of major economic development projects to the Downtown & Richards Boulevard/Railyard redevelopment area within the plan's time limits.
- Maintaining the Downtown public mall areas at a high level of maintenance with limited budget resources.
- Working closely with the Downtown Sacramento Partnership to ensure its success.
- Promoting and marketing the Downtown Area as a Regional Center.
- Coordinate and promote alternative transportation modes to ensure smooth circulation within the Downtown.
- Defining its role and relationship with the Area One Service Manager and the other neighborhoods within the Downtown area.

In addition, continue and if possible, expedite redevelopment of the Richards Boulevard area and the Railyards. Other challenges the Downtown Department will address include developing a relationship and working closely with the Sacramento Convention and Visitors Bureau (SCVB) to market the Convention Center and its facilities. The implementation of the Convention Center Business Plan will require internal assessment and evaluation of existing operations that may necessitate organizational changes to successfully implement the Council policies. It is proposed that a management company be retained to assist with this task.

Economic Development:

Economic development is a priority of the City Council. It is proposed that economic development activities (commercial redevelopment/development) be handled by the Downtown Department as it relates to the Downtown Area. It is also recognized that

other City departments like Neighborhood Services, Planning and Development Department will also be performing economic development activities in the neighborhoods. However, it is recommended that the City Manager's Office be the point on Citywide economic development issues through the coordination of task forces if necessary. The task forces would be comprised of various City departments and outside agencies such as SMUD, SETA, RT, SHRA, etc., working closely with a Council appointed Ad Hoc committee to provide guidance and direction on these economic development issues.

It is proposed that SHRA continue to perform their commercial strip revitalization efforts through strip coordinators, strip revitalization strategies, and loan and grant assistance. The small business assistance previously provided by the City Manager's office will be transferred to the Neighborhoods, Planning and Development Services Department. They will meet and coordinate with the small business roundtable and assist small businesses through the City permit process as well as work closely with SHRA.

SHRA Services:

The City's Downtown Department will be assuming the economic development role for the merged Downtown Sacramento and Richards Boulevard redevelopment project areas. SHRA will continue to serve the City (1) as the City's Redevelopment Agency for eight other redevelopment project areas; (2) as the housing developers for tax increment low-and-moderate income housing set aside funds for all ten redevelopment areas, and; (3) all redevelopment related administration functions and support services providers for each redevelopment area.

◆ Housing Continuum Service Provider:

Under the direction of the City Council, SHRA will continue to provide housing development services for all of Sacramento using redevelopment's funds, City's Community Development Block funds, HOME fund, mortgage revenue funds and City's housing trust funds. The housing development services include market rate housing development, home ownership programs, housing rehabilitation, new construction activities.

SHRA's role as the City's Housing Authority will not change. The Downtown transfer does not contemplate a reduction in the City's redevelopment agency's financial commitment to public housing. Likewise, SHRA will continue to administer City redevelopment agency's funding support of the homeless programs.

◆ Sacramento Housing and Redevelopment Commission (SHRC):

The Downtown Department and its activities will report directly to the City Council/RACS. Design issues related to the Department will still involve the Design Review and Preservation Board and all required entitlements will be through the City

City Council
 IMPLEMENTATION OF THE DOWNTOWN DEPARTMENT
 Page 9

Planning Commission. The SHRC will continue to advise the City Council on housing and social service issues related to the City of Sacramento.

FINANCIAL CONSIDERATIONS:

The Downtown Department budget totals \$18,359 million and is supported by the following funds:

ACTIVITY	FTE	BUDGET	FUND
Old Sacramento	8.8	\$.513	General Fund
Railyards	.8	.152	General Fund
Convention Center	76.65	7.498	Community Center Fund
Marina	7.8	1.380	Marina Fund
Parking	50.75	7.867	Parking Fund
Redevelopment	7.0	.950	Tax Increment*
TOTAL	151.8	\$18.359 Million	

* Proposed transfer from SHRA

This report recommends the budget be amended for FY 98 by \$950,000 to the Downtown Department for the purpose of transferring and consolidating economic development. This amount is approximately \$100,000 more than the amount reported in the City's budget. The proposed \$950,000 represents the Downtown and Richards Boulevard/Railyards tax increment along with associated administrative costs. The budget will reflect an increase of seven positions totaling \$588,410 and \$361,590 for services and supplies. Funds are available from the Downtown/Richards tax increment funds. The transfer will be accomplished in two phases to accommodate the different fiscal calendars of SHRA and the City.

ENVIRONMENTAL CONSIDERATIONS:

None

POLICY CONSIDERATIONS:

The consolidation of departments is consistent with the goals expressed from the citizen input received from the Sacramento Decisions process to streamline City government functions for financial economy while producing a new structure more responsive to public needs.

MBE/WBE:


None. No goods or services are being purchased.

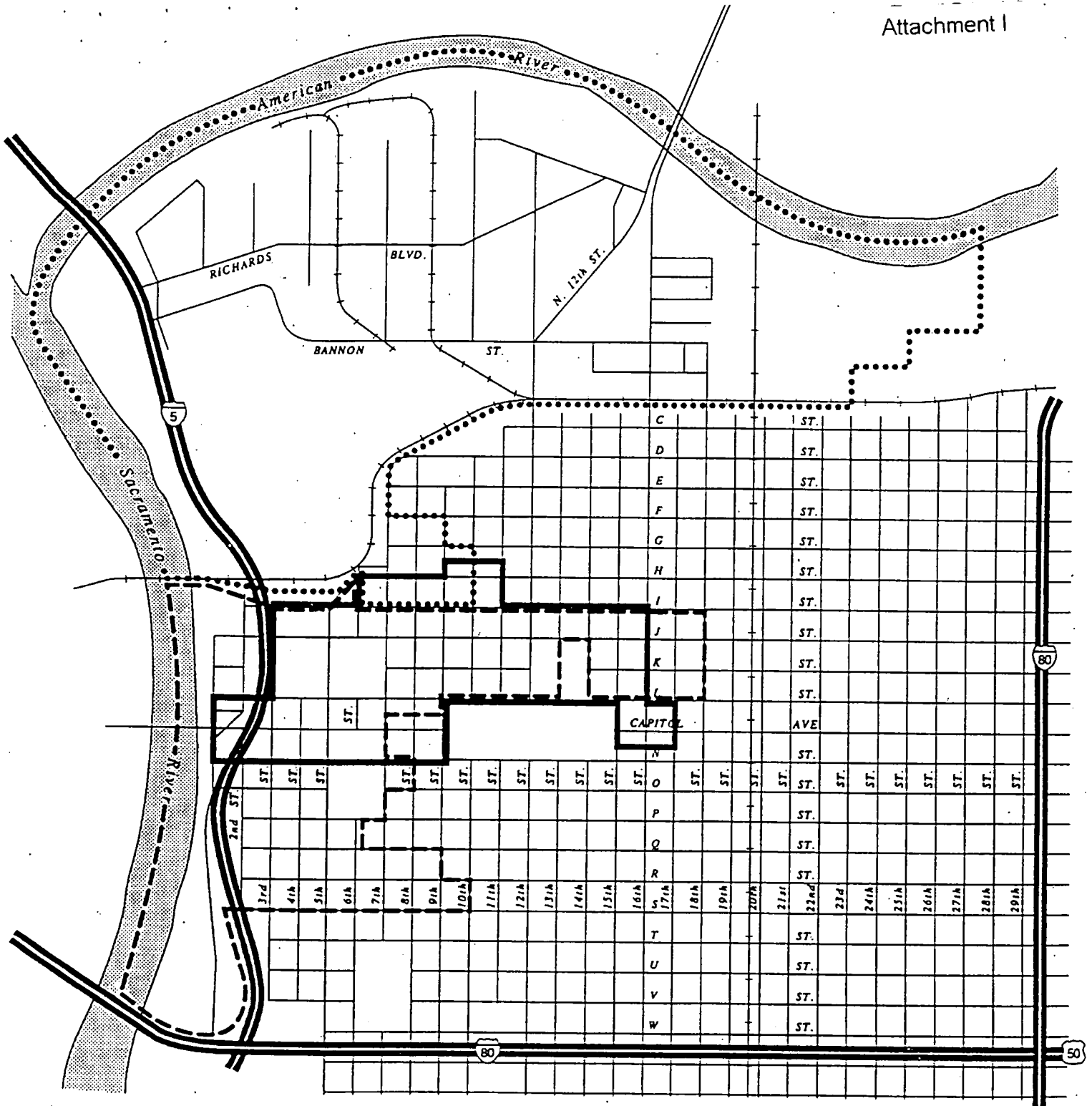
Respectfully submitted,



Thomas V. Lee
Deputy City Manager
Department Director

RECOMMENDATION APPROVED:

for 
William H. Edgar
City Manager



- RICHARDS BOULEVARD PROJECT AREA
- MERGED DOWNTOWN SACRAMENTO REDEVELOPMENT PROJECT
- CENTRAL BUSINESS DISTRICT

**DOWNTOWN
DEPARTMENT**

WORK PLAN HIGHLIGHTS

CITY OF SACRAMENTO DOWNTOWN DEPARTMENT

Parking Services

MISSION:

The Parking Services Division's mission is to provide affordable, safe, and attractive parking, to generate sufficient revenues, to operate effectively and to stimulate economic vitality in Sacramento's Downtown Area.

Key elements are:

- Providing parking resources in the Downtown Area to facilitate retail, office and tourist access.
- Generating revenues to support the Division's mission.

**PROGRAMS/
FUNCTIONS:**

The Division operates seven multi-level parking structures and six surface parking lots.

Elements include:

- Lot Operation
- Maintenance
- Financial & Audit Services
- Planning, Development and Administration

BENCHMARKS:

	1997
Gross Parking Fee Revenues	\$10,037,000
Revenue per Vehicle Parked	\$2.35
Personnel costs as related to Revenues	21%
Customer Transactions	3,860,861
Customer Satisfaction Index	Not Yet Identified

BUDGET:

1997/98 OPERATING	CAPITAL	DEBT
\$8,883,749	\$128,000	\$997,675

STAFFING:

50.75 FTE	58 Employees
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FUNDING:

Parking Fund

- User fees
- Retail/Commercial space leases

**1998 GOAL/
WORK PLAN
HIGHLIGHTS:**

- Nine percent increase in revenues
- Planning & funding of external signage making parking more accessible
- Enhanced, safe motorcycle access to parking garages
- Reduction in validation abuse
- Improved customer service

CITY OF SACRAMENTO DOWNTOWN DEPARTMENT

Old Sacramento Management

MISSION:

The mission of Old Sacramento Management is to promote the continuing commercial success of Old Sacramento's private and public enterprises while preserving the continued interpretation of Sacramento's historic past.

Key elements are:

- Serve as a centralized management
- Ensure successful commercial mix
- Develop "user friendly" image
- Provide optimum number of program activities
- Assure the preservation and continued interpretation of the private enterprises

PROGRAMS/ FUNCTIONS:

The division operates and manages Old Sacramento for the City and for the private business and property owners and is responsible for:

- Maintenance
- Promotions
- Advertising
- Business recruitment
- Coordination with other public agencies
- Coordination with private stakeholders
- Security

The division oversees the Sacramento Marina operation.

BENCHMARKS:

	FY 1997/1998 Goals
Retail Sales	\$30,500,000
Attraction Admissions	730,000
Parking Revenues (Lots W,P,Q,R)	10% Increase
Parking: Number of cars parked	1,100,000
Number of Special Events & Activities	52
Special Event Revenue	\$113,800
Amount of OSBIA Funds for Advertising	\$80,000
Public Market Sales	\$1,900,000

BUDGET:

1997/98 OPERATING		CAPITAL	DEBT
Old Sacramento	\$12 Million	0	0
Marina	\$848,000	\$25,000	\$531,677

STAFFING:

Old Sacramento	14.34 FTE	17 Employees
Marina	7.80 FTE	12 Employees

FUNDING:Old Sacramento General Fund:

- Rental of Real Property Concessions
- Convention Center Fund
- Property Owners Assessment District
- Business Owners Assessment District
- SCVB – Visitor's Center

Funds are generated from the following sources: Special Events; Public Market Property Management; Public market Maintenance – offset; SHRA Project Administration; Living History Grants; Special Event Cost Recovery; and Sponsorships.

Marina Fund:

- User Fees
- Fuel Sale
- Concessions

**1998 GOAL/
WORK PLAN
HIGHLIGHTS:**

- Complete Vision Plan
- Updating of the vendor; signage; horse carriage ordinances
- Maturation of Public Market
- Develop new waterfront restaurant lease
- Negotiate San Diego Ferryboat lease
- Relocation/renovation/historic use of THE GLOBE
- Development of the audio tour
- Maturation of the Living History program
- Consolidate garbage service
- Service court development
- Visitor Boat dock completion and grand opening
- Sesquicentennial/Second great Gold Rush Projects
- Completion of Visitor Center/Post Office
- Transfer of Miller Park landscape maintenance to Neighborhood Services
- Complete Marina Debt refinancing
- Locate Boat Broker at Marina

CITY OF SACRAMENTO

DOWNTOWN DEPARTMENT

Sacramento Convention Center Complex

MISSION: The Sacramento Convention Center's mission is to provide a quality, diverse, service-oriented facility that enhances the economic and cultural vitality of the Sacramento community.

Key elements are:

- Providing jobs
- Bringing revenue to Sacramento
- Revitalizing Downtown Sacramento
- Attracting visitors
- Serving as a venue for a variety of entertainment

**PROGRAMS/
FUNCTIONS:** The division operates the Sacramento Convention Center Complex including the Memorial Auditorium and the Community Center Theater.

- Box Office
- Marketing and Booking
- Event Management
- Facility Operations

BENCHMARKS:

	1997/1998 Goals
Number of Events Held	709
Number of Room Nights	88,600
Revenue from User Fees	\$4,038,000
City-wide Hotel Tax	\$9,710,000

BUDGET:

1997/98 OPERATING	CAPITAL	DEBT
\$6,605,129	\$50,000	\$10,064,000

STAFFING:

Box Office	10.30 FTE	27 Employees
Building Services Administration	37.10 FTE	51 Employees
Events Services Administration	24.25 FTE	110 Employees
<i>Total</i>	<i>71.65 FTE</i>	<i>188 Employees</i>

FUNDING:

Community Center Fund

- User fees
- Transient Occupancy Tax
- Transfer of equivalent of one-percent TOT from General Fund
- Interest Income

**1998 GOAL/
WORK PLAN
HIGHLIGHTS:**

- Maximize operating revenues through additional revenue generating programs.
- Implement a more aggressive marketing program, which will focus on short-term business (events within two years).
- Participate in Shuttle Service Plan.
- Develop strong marketing team with SCVB for Convention and Trade Show marketing.
- Actively participate in stimulating the need for additional hotel room inventory in the Downtown Area.
- Implementation of the Convention Center Business Plan.
- Implement policies to involve the Sacramento community.
- Improve financial management system to better monitor the Center's operating performance.
- Re-evaluate the Center organization and streamline services.
- Improve technology services for Center clients.

CITY OF SACRAMENTO DOWNTOWN DEPARTMENT

Redevelopment/Development

MISSION: The redevelopment/Economic Development mission is to revitalize the Merged Downtown Sacramento and Richards Boulevard/Railyards Redevelopment Areas with catalyst projects and programs in order to spur private investment.

- PROGRAMS/
FUNCTIONS:**
- Delivery of catalyst projects, i.e., Convention Center hotel, movie/entertainment complexes, waterfront improvement, infrastructure improvements, Amtrak Depot, 7th Streets and Richards Boulevard redevelopment.
 - Remove blighting influence in the area
 - Increase tax base
 - Provide job opportunities
 - Removal of blighting influence. Redeveloping areas with projects that will be catalyst for private investment.

BENCHMARKS:

	1997
Total Downtown Tax Increments	\$15 Million
Total Richards Boulevard Tax Increment	\$200,000
Leverage of Public Investment to Private Investment	\$200 Million

BUDGET:

1997/98 OPERATING	CAPITAL	DEBT
\$1.1 Million	\$6 Million	\$9.1 Million

STAFFING:

7.8 FTE	8 Employees
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FUNDING:

Tax Increment Funds
General Fund

**1998 GOAL/
WORK PLAN
HIGHLIGHTS:**

- Development of Convention Center hotel.
- Development of Waterfront hotel.
- Commence construction on Historic Sacramento Depot Project.
- Complete public improvements along the waterfront area.
- Negotiate movie/entertainment complex along the K-Street Mall Area.
- Develop long-term financial strategy in order to continue economic develop in the Downtown Areas.
- Develop policies/programs to promote a clean and safe downtown.
- Advocate market value housing in the Downtown Area.
- Complete the 12th/16th Street improvements.
- Implement a shuttle system in the Downtown Area.
- Implement the Railyards plan.
- Explore ways to expedite the 7th Street and Richards Boulevard improvements.

APPROVED
BY THE CITY COUNCIL

SEP 30 1997

OFFICE OF THE
CITY CLERK

RESOLUTION NO. 91-555

ADOPTED BY THE SACRAMENTO CITY COUNCIL

IMPLEMENTATION OF THE DOWNTOWN DEPARTMENT

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SACRAMENTO:

1. That the Fiscal Year 1997-98 operating budget for Downtown Department is hereby amended by an annual increase of \$950,000 to reflect the transfer of seven positions (7.00 FTE), and supplies and services costs from the Sacramento Housing and Redevelopment Agency (SHRA) as follows:

101-430-4451-4258	\$588,450
101-430-4451-4258	\$361,550
TOTAL	\$950,000

2. That the revenue budget for Downtown Department (101-430-4451-3599) is hereby amended by an annual increase of \$950,000 to reflect the transfer of Downtown/Richards Boulevard tax increment funds from SHRA.
3. That the existing City lease agreement number 91-101 between the City and the Sacramento Convention and Visitors' Bureau (SCVB), dated May 28, 1991(Resolution Number 91-391), for the lease to the SCVB of City office space at 1421 K Street, Unit 1-A, is terminated by mutual agreement, effective upon relocation, November 1997.

MAYOR

ATTEST:

CITY CLERK

22

FOR CITY CLERK USE ONLY

RESOLUTION NO.: _____

DATE ADOPTED: _____



RESOLUTION NO. 97-033

ADOPTED BY THE REDEVELOPMENT AGENCY
OF THE CITY OF SACRAMENTO

ON DATE OF _____

IMPLEMENTATION OF THE DOWNTOWN DEPARTMENT

BE IT RESOLVED BY THE REDEVELOPMENT AGENCY OF THE CITY OF
SACRAMENTO:

That SHRA's 1997 budget is hereby amended by an annualized decrease of \$950,000 of Downtown Tax Increment to reflect the transfer of seven positions (7.00 FTE), and supplies and services costs from the Sacramento Housing and Redevelopment Agency (SHRA) to the City's Downtown Redevelopment/Economic Development Division.

MAYOR

ATTEST:

CITY CLERK

23

FOR CITY CLERK USE ONLY

RESOLUTION NO: _____

DATE ADOPTED: _____

From: Virginia Henry

To:

Angelina Sime, Mary Lou Silva,
Valerie Burrowes

Subject: Addition to September 30th age

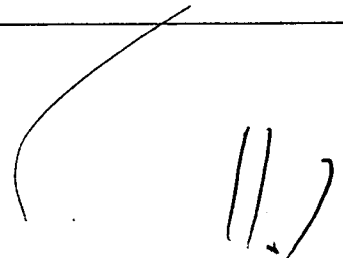
===NOTE=====9/23/97=11:22am==

Tom Lee requested an addition to the
evening staff reports entitled:

Implementation of the Downtown Department

He will have the report to us sometime this
afternoon.

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11/01

OFFICE OF THE
CITY MANAGERCITY OF SACRAMENTO
CALIFORNIACITY HALL
ROOM 101
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September 22, 1997

City Council
Redevelopment Agency of the City of Sacramento
Sacramento, California

Honorable Members in Session:

SUBJECT: IMPLEMENTATION OF THE DOWNTOWN DEPARTMENT**LOCATION AND COUNCIL DISTRICTS:** Districts One, Three and Four**RECOMMENDATION:**

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CONTACT PERSON: Thomas V. Lee, Deputy City Manager, 264-5704**FOR COUNCIL MEETING OF:** September 30, 1997**SUMMARY:**

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CITY OF SACRAMENTO
CONVENTION CENTER
1030 15th Street, Suite 250
Sacramento, CA 95814

PH: 916-264-5291
FAX: 916-264-7687

FAX COVER LETTER

If you do not receive all pages or are disconnected, please call back as soon as possible: (916) 264-5291

DATE: 9-23-97
TO: City Clerk
COMPANY: Downtown Dept.
FAX NUMBER: _____
TOTAL PAGES: 2
FROM: Kristin Elder 264-7360

COMMENTS: Has Tom Lee already reserved space on the Sept 30 2pm calendar for this under "Staff Reports"? If not, will you please add it?
I'm bringing the report over to Mr. Lee now.
Thank you - Kristin Elder

From: Virginia Henry
To:
Angelina Sime, Mary Lou Silva,
Valerie Burrowes
Subject:
Addition to September 30th
agenda

11.2

====NOTE=====9/23/97=11:22am==
Tom Lee requested an addition to the
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Implementation of the Downtown Department

He will have the report to us sometime
this afternoon.

done