



SAUSALITO FINANCE COMMITTEE

420 Litho Street, Sausalito, CA

Finance Committee Special Meeting

September 14, 2016

10:00 AM – 11:30 AM

City Hall Conference Room

A. Call To Order 10:03 a.m.

B. Council Member Representatives

- Mayor Jill Hoffman
- Vice Mayor Ray Withy

Also present: Keith Kennedy, Melanie Purcell

C. Items from Public Not On Agenda

D. Discussion Items:

1. Follow-up from FY16-18 Budget Adoption
 - a. OPEB and Pension Trusts Strategy/ Policy
 - b. Master Fee Schedule

Several scenarios were provided to the Committee as examples of how the annual payment to CalPers can be smoothed using trust contributions. Analysis of the impact on the long-term financial plan was requested and it was agreed that an annual review of the trust policy, payments, and impact on the long-term plan should be included in the budget process. An analysis of the advantage and/or effect of paying down the UAAL with CalPers directly is also to be included. A draft of the Master Fee Schedule update is being reviewed by department heads and was provided to the Committee. Parking and Business Licenses are not included in this update but will be reviewed prior to the FY2017-18 budget.

2. First Quarter Budget Amendment

Amendment items would include cleaning up position titles, pay ranges to match the MOUs, carry forward of capital projects, and new grants. It was suggested that a comprehensive update at mid-year similar to how prior year actions were taken would be preferred unless actions were necessary at this time. Budget amendments will be presented to the Finance Committee for review prior to being recommended to City Council.

3. Lease Requests/Proposals

Several new lease requests are pending staff review including small cell sites by Verizon and an extension for the Cruising Club. Additional information will be brought when reviews are complete.

4. Administrative Services Director Report

Melanie Purcell provided updates on the Administrative Analyst and Business Manager positions, the audit kick-off, the CoP Oversight Committee review of invoices, the Solid Waste Franchise renewal, the TrakIt planning and permitting software, and the proposal

"The City of Sausalito serves its people and promotes creativity in its unique waterfront community."

to include voluntary flexible medical and childcare pre-tax employee contribution benefits under IRS 125 regulations at no cost to the City.

5. Confirm Finance Committee Meeting Schedule, Date & Time

E. Adjournment 10:55 a.m.

1. Next Regular meeting scheduled for Wednesday, September 21, 2016 @ 10 AM

How to obtain Finance Committee Agendas

Posted Agendas: Agendas are posted at least 72 hours prior to the meeting time at the entrance to the City Hall at 420 Litho Street.

Clerk's Office: Go to the Administration Office, at the City Hall at 420 Litho Street, Sausalito.

Special Needs

In compliance with the Americans with Disabilities Act (28 C.F.R. 35.102-35.104, ADA Title 11), if you need special assistance to participate in a City Council meeting, please call 289-4165 or 289-4106. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting