



SAUSALITO FINANCE COMMITTEE

420 Litho Street, Sausalito, CA

Finance Committee Special Meeting
November 30, 2016 10:00 AM – 11:30 AM
City Hall Conference Room

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

B. Council Member Representatives

- Mayor Jill Hoffman
- Vice Mayor Ray Withy

Also present: Meg Fawcett, Keith Kennedy, Fay Mark, Adam Politzer, Jonathon Goldman, Melanie Purcell

C. Items from Public Not On Agenda

D. Discussion Items:

1. Sewer Bond Update
 - a. Melanie Purcell and Jonathon Goldman presented information the sewer bond proceeds spent to date on projects and urgent repairs. The update also included preliminary information about the Gate 5 Road and proposed projects for the remainder of the rate period. Forward planning will be discussed at the next meeting.
2. Sales Tax Reports
 - a. Melanie Purcell reported that our current sales tax receipts are coming in slightly better than the previous quarter but still below budget. Restaurants are doing well but retail sales are still stagnant. Sales Tax represents about 12% of the total City budget. Additional information was requested regarding Transient Occupancy Tax (TOT) and San Francisco tourism visits.
3. Administrative Services Director Report
 - a. The Business Advisory Committee formally recommended the City give \$2,200 in Economic Development funds to the Downtown marketing commercial project. The process and strategy for use of City funds in economic development is slated for further discussion at the next Finance Committee meeting.
 - b. Melanie Purcell provided an update on the audit; all materials have been submitted to the auditors and we are awaiting feedback and any additional changes. The unaudited figures are submitted to the State by 12/31/16.
 - c. A draft Finance Committee/ budget calendar and a draft Capital Projects submission form were distributed for review. Suggestions were made to refine the projects form including reducing emphasis on prioritization and focusing process on the FY18-20 biennial strategic resources plan.
4. Confirm Finance Committee Meeting Schedule: Next meeting is December 14, 2016.

E. Adjournment: 11:50 a.m.