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2 **SPECIAL PRESENTATIONS**

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4 **A. Special presentation to the Sister City committee commending program exchange**
5 **accomplishments with Sister City of Sakaide, Japan**

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7 Susan Roe, Chairperson of the Sister City Committee began the presentation by extending a
8 great big thank you to the Council and City Staff, all who had so graciously stepped forward and
9 assisted with the festivities.

10
11 Harry Chapman, Secretary of the Sister City Committee than read a letter of thanks from
12 representatives of the City of Sakaide regarding their recent visit to Sausalito.

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14 After Mayor Belser and the Council thanked Susan Roe and her committee for a job well done,
15 Mayor Belser then read a proclamation commending Susan and all those who had assisted with
16 the recent visit of the Sakaide delegation.

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18 **COMMUNICATIONS**

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20 There were no public communications.

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22 **CONSENT CALENDAR**

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24 Before approval of the Consent Calendar, City Attorney Mary Wagner noted that there had been
25 modifications made to the Contra Costa County agreement. Community Development Director
26 Jeremy Graves described the late changes to the agreement and received questions from the
27 Council.

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29 **Public Comment:** There was no public comment on this item.

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31 **Vice Mayor Albritton moved, seconded by Councilmember Kelly to approve the Consent**
32 **Calendar, including the modifications to the contract as presented by staff.**

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34 Consent Calendar items approved were as follows:

- 35
36 1) Consideration of an agreement for plan check and building inspection services with
37 Contra Costa County

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39 **PUBLIC HEARINGS**

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41 **A. Consider proposed City of Sausalito Budget for Fiscal Year 2008-09 (Finance Director**
42 **Louise Ho)**

43
44 City Manager Adam Politzer explained to Council the budget hearing process that was being
45 proposed. He noted that at the conclusion of this hearing, staff would be requesting direction
46 from the Council.

47
48 Finance Director Louise Ho presented the PowerPoint presentation on the budget. Department
49 Heads were also present to assist with comments and questions regarding changes that were
50 proposed for their specific department.

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2 Highlights of the budget as presented by the Finance Director were:
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- 4 • A fiscally responsible budget was being presented
- 5 • Funding was being provided for general capital improvement projects
- 6 • Noted that of the seven vacant positions, the Part-time IT Assistant, Deputy Planning
7 Director, and the Special Events Coordinator were being frozen
- 8 • The Administration budget highlights included:
 - 9 ○ Adding a second part-time accountant
 - 10 ○ Reclassifying the Finance Director/Treasurer
 - 11 ○ Converting a ¾ time Accounting Technician to full time
 - 12 ○ Reclassifying one Accounting Technician
 - 13 ○ Cutting contract labor by \$10,000
- 14 • The Information Technology budget highlights included:
 - 15 ○ Increasing part-time IT Technician from 520 hrs to 1000 hrs
 - 16 ○ Deferring the Springbrook upgrade to 2010
 - 17 ○ Carryover the Disaster Recovery Project
 - 18 ○ Cutting the website photo tour & e-notifier by \$7,350
 - 19 ○ Cutting the IT infrastructure plan by \$21,000
- 20 • The Planning Division budget highlights included:
 - 21 ○ Moving the Permit Technician to Building Division
 - 22 ○ Include monies for the Historic Design Guidelines
 - 23 ○ Freezing the Deputy Planning Director position
- 24 • The Building Division budget highlights included:
 - 25 ○ Including the Permit Technician in this budget
 - 26 ○ Absorbing 40% of the cost of the Community Development Director
- 27 • The Police Department budget highlights included:
 - 28 ○ Increasing overtime for the boat patrol
 - 29 ○ Increases in booking fees, and two other contracts with the County
- 30 • There were no significant changes to the Fire Department budget other than supplemental
31 requests
- 32 • The Engineering Division budget highlights included:
 - 33 ○ Deferring computer upgrades, reducing office supplies, training and workshops,
34 and professional services
- 35 • The Public Works Maintenance Division budget highlights included:
 - 36 ○ Increasing professional services and sewer charges
 - 37 ○ There was also a supplemental increase for a new pickup truck
- 38 • The Recreation Department budget highlights included:
 - 39 ○ Freezing the Special Events Coordinator
 - 40 ○ Reducing hourly employees
 - 41 ○ Cutting professional services, and furniture and fixtures
- 42 • The Library budget highlights included
 - 43 ○ Cutting Sunday hours
 - 44 ○ Reduction in the book budget

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46 Council discussion followed with some suggestions being made. Direction was given to the
47 Finance Director for the next budget hearing.
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1 **ADJOURNMENT**

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3 The meeting adjourned at 11:05 p.m. Council adjourned to the Conference Room at this time to
4 continue their discussions on the above listed Closed Session items.

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6 The next regularly scheduled City council meeting is set for June 10, 2008, with the open
7 session due to commence at approximately 7:00 p.m.

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9 Respectfully submitted,

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11
12 Debbie Pagliaro
13 Deputy City Clerk
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15 Approved on: