



**CITY OF SAUSALITO  
SPECIAL FINANCE COMMITTEE MEETING AGENDA**

**via Zoom  
Monday, January 24, 2022  
1:30 PM**

**PUBLIC ADVISORY: THE CITY COUNCIL CHAMBERS WILL NOT BE OPEN TO THE PUBLIC**

Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, and Executive Order N-08-21, issued by Governor Newsom on June 11, 2021, the Special Meeting of the Finance Committee for July 15, 2021 will be conducted telephonically through Zoom. Please be advised that pursuant to the Executive Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, the Council chambers will not be open for the meeting, Council members and the public will be participating telephonically and will not be physically present in the Council Chambers.

If you would like to speak on an agenda item, you can access the meeting remotely: Join from a PC, MAC, iPad, iPhone, or Android device. Although your image will not be shown on the video conference, you will be able to listen and view the meeting on Zoom.

Please use the following link: <https://us02web.zoom.us/j/5421451805>

Or join by phone:  
\*67 1-669-900-6833  
Enter Meeting ID: 542 145 1805#

**Note: Your phone number will appear on the screen unless you first dial \*67 before dialing the numbers shown above.**

If you want to comment during the public comment portion of the Agenda, you can use the "Raise Hand" function in Zoom under Reactions (Make sure your Zoom is updated to version 5.4.9 (59931.0110) ) or you can Press \*9 if you are calling in. The City Clerk will select you from the meeting cue. Please be patient while waiting in the cue.

If you do not want to speak during the public comment portion of the Agenda, you are also encouraged to submit email correspondence to [vchu@sausalito.gov](mailto:vchu@sausalito.gov).

Email comments will be accepted two hours before the meeting and forwarded to the Finance Committee, posted to the City website, and placed in the City's permanent records. Email messages should be sent to [vchu@sausalito.gov](mailto:vchu@sausalito.gov). If you choose to submit an email, please note in the Subject Line the part of the Agenda your email pertains to

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**IF STARTING TIMES ARE LISTED FOR EACH AGENDA ITEM THEY SHOULD BE CONSIDERED A GUIDELINE ONLY. THE FINANCE COMMITTEE RESERVES THE RIGHT TO ALTER THE ORDER OF DISCUSSION IN ORDER TO RUN AN EFFECTIVE MEETING. IF YOU WISH TO ASSURE YOURSELF OF HEARING A PARTICULAR DISCUSSION, PLEASE ATTEND THE ENTIRE MEETING. THE CITY VALUES AND INVITES WRITTEN COMMENTS FROM THE PUBLIC ON MATTERS SET FOR FINANCE COMMITTEE CONSIDERATION. IN ORDER TO PROVIDE FINANCE COMMITTEE MEMBERS AMPLE TIME TO REVIEW ALL CORRESPONDENCE, PLEASE SUBMIT CORRESPONDENCE TO STAFF AT LEAST FIVE DAYS IN ADVANCE OF THE MEETING. ANY WRITTEN OR ORAL COMMENTS PROVIDED WILL BE A PART OF THE PUBLIC RECORD.**

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To give everyone an opportunity to be heard and to ensure the presentation of different points of view, the Finance Committee requests that members of the audience who wish to speak, complete a Speakers' Card and when called on: 1) Always address the Chair; 2) State your name; 3) State views succinctly; and 4) Limit presentations to three (3) minutes. However, if there is a large group present to speak on the same issue, the Finance Committee has the discretion to limit speakers to less than three minutes.

**A. Call to Order**

*Mayor Kellman  
Councilmember Sobieski*

**B. Public Comment on Items Not on the Agenda**

*This Is the time to hear from citizens regarding matters that are not on the agenda. Except in very limited situations, state law precludes the Finance Committee from taking action on or engaging in discussions concerning items of business that are not on the agenda. However, the Finance Committee may refer matters not on the agenda to City staff or direct that the subject be agendized for a future meeting.*

**C. Approval of Minutes**

**D. Old Business**

*In general, the following procedural order applies to old business items:*

- Presentation
- Committee members questions
- PUBLIC COMMENT – limited to 3 minutes/person
- Committee members discussion/action

**E. New Business**

*In general, the following procedural order applies to new business items:*

- Presentation
- Committee members questions
- PUBLIC COMMENT – limited to 3 minutes/person
- Committee members discussion/action

**E.1. 2020/2021 Audit Update - Chad Hess, Eide Bailly**

[Memo FC 1-24-2022 - Status of the audit.pdf](#)

**E.2. Pension and Pension Refinancing Presentation - Chris Zapata, City Manager**

[Staff\\_Report\\_\\_14\\_.doc](#)

**E.3. Measure O Discussion - Chris Zapata, City Manager**

**E.4. Budget Calendar Review - Vivian Chu, Finance Director**

[Budget Calendar-Updated.xlsx](#)

**F. Future Agenda Items**

**F.1. Business License Tax Review**

**F.2. Measure F Review**

**F.3. HDL Update**

**G. Adjournment**

**Lead Department**

*Administration Department  
City Hall, main floor  
420 Litho Street  
Sausalito, CA 94965  
(415) 289-4199  
vchu@sausalito.gov*

*Staff  
Vivian Chu, Finance Director*

**Disability Access** 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 of Sausalito meeting, such as assistive listening devices, materials in large print or Braille, real time captioning, a translator, a sign language interpreter or other accommodations, please call, email or visit the Lead Department (see contact information on previous page) at least 72 hours prior to the meeting to enable the City to make reasonable arrangements to ensure accessibility to this meeting. Please contact the Lead Department for questions about accessibility of the meeting space, including the location of the nearest bus stop and accessible curbside parking to the meeting space.

#### **How to obtain Finance Committee Agendas**

**Posted Agendas:** Agendas are posted 72 hours (regular meetings) and 24 hours (special meetings) prior to the Finance Committee meeting at the entrance to the City Hall.

**Agendas on the web:** [www.sausalito.gov/city-government/city-calendar](http://www.sausalito.gov/city-government/city-calendar) and click on the calendar link for that meeting.

**Lead Department Office:** Agendas are available at the Department Office's (see Lead Department information above), City Hall at 420 Litho Street, Sausalito.

**Finance Committee Meetings:** Agendas are also available for the public at every Finance Committee meeting.

#### **How to obtain Finance Committee Agenda Packet Materials**

**Lead Department Office:** A copy of the complete agenda packet is available for review at least 72 hours (regular meetings) and 24 hours (special meetings) in advance of the Finance Committee meeting at the Lead Department Office's (see Lead Department information above). Materials related to an item on this agenda which are submitted to the Finance Committee after distribution of the packet are available for review in the Lead Department Office during normal business hours. Such documents are also available on the City's website, subject to Staff's ability to post the documents before the meeting.

**Staff Reports on the Web:** [www.sausalito.gov/city-government/city-calendar](http://www.sausalito.gov/city-government/city-calendar) and click on the calendar link for that meeting.

**At Finance Committee Meetings:** A complete agenda packet is available for review at each Finance Committee meeting.

**How to Stay Current** Subscribe to the *Sausalito Currents*, City's e-mail distribution service for City news, announcements about upcoming public meetings including Council and Board/Commission meetings, forums, a variety of special events, and occasional news flashes on important issues affecting Sausalito, like road closures and weather alerts. You can also follow official City of Sausalito messages and postings on **Facebook, Nextdoor, Twitter and Nixle**. To subscribe or follow, visit [www.sausalito.gov](http://www.sausalito.gov)