



SAUSALITO FINANCE COMMITTEE

9:00 A.M. in the Administration Office at the City Hall
at 420 Litho Street, Sausalito, CA

Monday, March 16, 2009

(Minutes/Recommendations in Bold, Italic)

9:15 A.M. CALL TO ORDER

A. Attendance

1. Mayor Jonathan Leone
2. City Manager Adam Politzer
3. Community Development Director Jeremy Graves
4. Public Works Director Jonothan Goldman
5. CDM Consultant Grant Hoag
6. Interim Finance Director Charlie Francis

B. Discussion Item

1. Planning Department Fees – Time and Materials Policy
 - a. ***Staff to return to Finance Committee with an Implementation Plan that details level of effort (human resource and computer requirements) to effectuate the procedures of the Time and Material policy.***
2. Sanitary Sewer Fee Study
 - a. ***Staff to prepare a City Council regular meeting, business agenda item with staff report on rate methodology and proposed calendar to adopt Sewer Fees in accordance with California law (specifically Proposition 218).***
3. Public Safety Building Budget
 - a. ***Staff to reconcile proposed General Fund reimbursement with previous Bond Oversight Committee findings on amounts authorized to be reimbursed to the General Fund from the GO Bond proceeds.***
4. FY 2010 Budget Preparation
 - a. Policies, and b., Calendar
 - b. ***Staff directed to prepare activity and programmatic descriptions to support budget submissions for presentation***



to the Finance Committee consistent with the timelines proposed in the budget calendar.

5. 3rd Qtr. Sales Tax Report
 - a. **Staff directed to forward the 3rd Quarter Sales Tax report to the Business Advisory Committee.**
6. Status of TOT Audit Proposal from MuniServices
 - a. **Staff directed to proceed with the discovery phase of a transient occupancy tax review to ascertain potential non-compliance with Transient Occupancy Tax City of Sausalito ordinances.**
7. Review Finance Committee Minutes
 - a. **Approved as presented**
8. Review February MTH
 - a. **Staff directed to continue this item to the next regularly scheduled Finance Committee meeting**

C. Set Next Meeting Date

1. **Scheduled for Wednesday, April 22, 2009 at 4:00 PM**

D. Adjournment

1. **Meeting adjourned at 12:15 PM**

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

