



CITY OF SAUSALITO
CITIZEN'S OVERSIGHT COMMITTEE
THURSDAY, March 19, 2009
5:45 P.M. in the Conference Room
at 420 LITHO STREET, SAUSALITO

Committee Meeting Minutes
(Minutes/Recommendations in Bold Italic)

5:45 P.M. CALL TO ORDER IN THE CONFERENCE ROOM AT CITY HALL, 420 LITHO STREET

- A. Interim Finance Director/Treasurer Charlie Francis calls the meeting to order:
- B. Roll Call

1. Attendance:

- A. *Norman Wohlschlager*
 - B. *Peter Van Meter*
 - C. *Stafford Keegin*
 - D. *Councilmember Linda Pfeifer*
 - E. *Councilmember Mike Kelly*
 - F. *City Manager Adam Politzer*
 - G. *Public Works director Jonathon Goldman*
 - H. *Bond Accountant, Jan Burke*
 - I. *Interim Finance director, Charlie Francis*
- } *Quorum Established*

- C. Public Comments on matters that are not on the agenda
 - 1. *There were no Public Comments***
- D. Presentation of Expenditures for approval
 - 1. *After discussion regarding contract management of over-runs, the Citizen Oversight Committee (COC unanimously approved the expenditures as presented in the Bond Accountant's Report (\$1,541,914 for the period of January 1, 2009 through February 28, 2009)***
 - 2. *After discussion, the COC unanimously approved Repayment #2 – the reimbursement to the City from the GO Bond Proceeds of the expenses previously approved by the COC and paid for out of the Advance to the Public Safety Fund from the City's Capital Improvement Fund in the amount of \$1,630,708.92 as presented in the Bond Accountant's Report.***
- E. Presentation of Documents Requested at Previous Meeting
 - 1. documents certifying that the reimbursement to the City of Sausalito for Permits and Fees are in compliance with Measure S
 - A. *Documents were received by the COC and then acknowledged by the COC that reimbursement to the City of Sausalito for Permits and Fees is in compliance with Measure S***

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

2. documents from staff detailing the specific permits and fees charged by the City; and that the permits and the fees were applied to the Public Safety Building in a manner consistent with the City of Sausalito's Adopted Schedule of Fees.
 - A. ***Item carried over to a future Citizens Oversight Committee meeting***
3. document certifying that the reimbursement to the Bond Accountant is an expense in compliance with Measure S
 - A. ***Documents were received by the Citizens Oversight Committee (COC) and then acknowledged by the COC that reimbursement to the City of Sausalito for the Bond Accountant contract is in compliance with Measure S***
- F. Discussion of what the Committee members need from City staff for next meeting
 1. ***Citizens Oversight Committee requested that the City seek a Committee member for the vacant committee position.***
- G. Set Next Meeting Date
 1. ***Next meeting date scheduled for April 16 @ 5:34 PM.***
- H. Adjournment
 1. ***Meeting was adjourned at 6:30 PM***

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 289-4130 or 289-4106. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.



City of Sausalito
420 Litho Street, Sausalito, CA 94965
(415) 289-4100 www.ci.sausalito.ca.us

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CITY OF SAUSALITO
CITIZEN'S OVERSIGHT COMMITTEE
MONDAY, April 27, 2009
5:45 P.M. in the Conference Room
at 420 LITHO STREET, SAUSALITO

Committee Meeting Minutes
(Minutes/Recommendations in Bold Italic)

5:45 P.M. CALL TO ORDER IN THE CONFERENCE ROOM AT CITY HALL, 420 LITHO STREET

- ***Meeting called to order at 5:50 PM, Monday, April 27, 2009***

A. Roll Call

1. Committee Members:

- | | |
|-------------------------------|-----------------------|
| A. Bob Zadek | <i>Present</i> |
| B. Norman Wohlschlager | <i>Present</i> |
| C. Peter Van Meter | <i>Present</i> |
| D. Stafford Keegin | <i>Present</i> |

2. Other Attendees:

- A. Charles D. Francis, Interim Finance Director**
- B. Adam Politzer, City Manager**

B. Discussion on committee membership

- 1. No action***

C. Presentation of Expenditures for approval

- 1. Presented \$439,938 in expenditures – reviewed and after discussion unanimously approved***

D. Item carried over to a future Citizens Oversight Committee meeting

1. documents from staff detailing the specific permits and fees charged by the City; and that the permits and the fees were applied to the Public Safety Building in a manner consistent with the City of Sausalito's Adopted Schedule of Fees.
- 2. No action***

E. Discussion of what the Committee members need from City staff for next meeting

- 1. No action***

F. Set Next Meeting Date

- 1. Scheduled for May 21, 2009 at 5:45 PM***

G. Adjournment

- 1. Adjourned @ 6:05 PM***



CITY OF SAUSALITO
CITIZEN'S OVERSIGHT COMMITTEE
Thursday, May 21, 2009
5:45 P.M. in the Conference Room
at 420 LITHO STREET, SAUSALITO

Committee Meeting Minutes
(Minutes/Recommendations in Bold Italic)

5:45 P.M. CALL TO ORDER IN THE CONFERENCE ROOM AT CITY HALL, 420 LITHO STREET

- ***Meeting called to order at 5:45 PM, Monday, May 21, 2009***

A. Roll Call

- | | |
|------------------------|---------|
| A. Bob Zadek | Present |
| B. Norman Wohlschlager | Present |
| C. Peter Van Meter | Present |
| D. Stafford Keegin | Present |

2. Other Attendees:

- A. ***Mike Kelly, City Council Member***
- B. ***Adam Politzer, City Manager***
- C. ***Jonathon Goldman, Public Works Director***
- D. ***Charles D. Francis, Interim Finance Director***

B. Discussion on committee membership

- 1. ***No action – remove from future agenda***

C. Presentation of Expenditures for approval

- 1. ***Presented \$515,506 in expenditures – reviewed and after discussion unanimously approved***
- 2. ***Directed staff to remove retainage from totals***

D. Item carried over to a future Citizens Oversight Committee meeting

- 1. documents from staff detailing the specific permits and fees charged by the City; and that the permits and the fees were applied to the Public Safety Building in a manner consistent with the City of Sausalito's Adopted Schedule of Fees.
- 2. ***No action***

E. Discussion of what the Committee members need from City staff for next meeting

- 1. ***No action***

F. Set Next Meeting Date

- 1. ***June 18, 2009 @ 5:45 PM***

G. ***Adjournment @ 6:15 PM***

Special Needs

4/34
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City of Sausalito
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CITY OF SAUSALITO
CITIZEN'S OVERSIGHT COMMITTEE

Thursday, June 18, 2009
5:45 P.M. in the Conference Room
at 420 LITHO STREET, SAUSALITO

Committee Meeting Minutes
(Minutes/Recommendations in Bold Italic)

5:45 P.M. CALL TO ORDER IN THE CONFERENCE ROOM AT CITY HALL, 420 LITHO STREET

- ***Meeting called to order at 5:45 PM, Monday, June 18, 2009***

A. Roll Call

A. <i>Bob Zadek</i>	<i>Present</i>
B. <i>Norman Wohlschlager</i>	<i>Present</i>
C. <i>Peter Van Meter</i>	<i>Present</i>
D. <i>Stafford Keegin</i>	<i>Present</i>

2. Other Attendees:

- A. ***Linda Pfeifer, City Council Member***
- B. ***Mike Kelly, City Council Member***
- C. ***Adam Politzer, City Manager***
- D. ***Jonathon Goldman, Public Works Director***
- E. ***Charles D. Francis, Interim Finance Director***

B. Presentation of Expenditures for approval

- 1. ***Presented \$614,423.14 in expenditures and change orders – reviewed and after discussion unanimously approved \$464,404.14 in actual expenditures***

C. Item carried over to a future Citizens Oversight Committee meeting

- 1. documents from staff detailing the specific permits and fees charged by the City; and that the permits and the fees were applied to the Public Safety Building in a manner consistent with the City of Sausalito's Adopted Schedule of Fees.
- 2. ***No action***

D. Discussion of what the Committee members need from City staff for next meeting

- 1. ***No action***

E. Set Next Meeting Date

- 1. ***Monday, July 27, 2009 @ 5:45 PM***

F. ***Adjournment @ 6:10 PM***



CITY OF SAUSALITO
CITIZEN'S OVERSIGHT COMMITTEE
Monday, July 27, 2009
5:45 P.M. in the Conference Room
at 420 LITHO STREET, SAUSALITO

Committee Meeting Minutes
(Minutes/Recommendations in Bold Italic)

5:45 P.M. CALL TO ORDER IN THE CONFERENCE ROOM AT CITY HALL, 420 LITHO STREET

- ***Meeting called to order at 5:45 PM, Monday, July 27, 2009***

A. Roll Call

- | | |
|--------------------------------------|---------------------------------------|
| <i>A. Bob Zadek</i> | <i>Present</i> |
| <i>B. Norman Wohlschlager</i> | <i>Present</i> |
| <i>C. Peter Van Meter</i> | <i>Present</i> |
| <i>D. Stafford Keegin</i> | <i>Present</i> |
| <i>E. Bert Damner</i> | <i>Not-notified of meeting</i> |

2. Other Attendees:

- A. Mike Kelly, City Council Member***
- B. Charles D. Francis, Interim Finance Director***

B. Presentation of Expenditures for approval

- 1. Directed staff to check with bond counsel regarding payment of previously approved settlement costs and related \$2,454 attorney expenses***
- 2. Directed staff to include more complete description of change orders on spreadsheet***
- 3. Presented \$748,246.69 in expenditures – reviewed and after discussion unanimously approved \$745,792.69 in actual expenditures (less the pending questioned \$2,454 attorney costs)***

C. Item carried over to a future Citizens Oversight Committee meeting

- documents from staff detailing the specific permits and fees charged by the City; and that the permits and the fees were applied to the Public Safety Building in a manner consistent with the City of Sausalito's Adopted Schedule of Fees.

2. No action

D. Discussion of what the Committee members need from City staff for next meeting

1. No action

E. Set Next Meeting Date

- 1. Monday, August 27, 2009 @ 5:45 PM***

F. Adjournment @ 6:10 PM



CITY OF SAUSALITO
CITIZEN'S OVERSIGHT COMMITTEE

Monday, August 24, 2009
5:45 P.M. in the Conference Room
at 420 LITHO STREET, SAUSALITO

Committee Meeting Minutes
(Minutes/Recommendations in Bold Italic)

5:45 P.M. CALL TO ORDER IN THE CONFERENCE ROOM AT CITY HALL, 420 LITHO STREET

A. *Meeting called to order at 6:10 PM, Monday, August 24, 2009*

B. Roll Call

A. <i>Bob Zadek</i>	<i>Present</i>
B. <i>Norman Wohlschlager</i>	<i>Present</i>
C. <i>Peter Van Meter</i>	<i>Present</i>
D. <i>Stafford Keegin</i>	<i>Not-Present</i>
E. <i>Bert Damner</i>	<i>Not-Present</i>

2. Other Attendees:

A. <i>Mike Kelly, City Council Member</i>
B. <i>Linda Pfeifer, City Council Member</i>
C. <i>Adam Politzer, City Manager</i>
D. <i>Charles D. Francis, Interim Finance Director</i>

C. Presentation of Expenditures for approval

- As a carryover item, staff presented to the Committee adequate documentation from Bond Counsel validating the \$2,454 in previously questioned attorney costs.*
- Presented \$617,854 in expenditures PLUS the previously questioned \$2,454 in attorney costs.– reviewed and after discussion unanimously approved*

D. Item carried over to a future Citizens Oversight Committee meeting

- documents from staff detailing the specific permits and fees charged by the City; and that the permits and the fees were applied to the Public Safety Building in a manner consistent with the City of Sausalito's Adopted Schedule of Fees.
- No action**

E. Discussion of what the Committee members need from City staff for next meeting

- No action**

F. Set Next Meeting Date

- Thursday, September 24, 2009 @ 5:45 PM**

G. **Adjournment @ 6:25 PM**