



THE CITY OF
NOVATO
CALIFORNIA

SPECIAL MEETING

AGENDA

MEASURE F OVERSIGHT/CITIZENS FINANCE COMMITTEE
TUESDAY, MARCH 5, 2013: 7:30AM – 9:00AM
75 ROWLAND WAY #200
ATHERTON CONFERENCE ROOM

- A. Call to Order
- B. Approval of Final Agenda
- C. Public Comment (*Anyone wishing to speak on non-agenda items will be recognized at this time. These items can legally have no action as they are not on the agenda. There is a three minute time limit.*)
- D. Committee Organizational Items
 - D – 1: Approval of January 25, 2013 Meeting Minutes (5 minutes)
- E. General Business (*Anyone wishing to speak on agenda items will be recognized after the Committee has concluded their initial discussions. There is a three minute time limit for public comment per item.*)
 - E–1: Recap of City Council *Revenue #2-Economic Development* presentation (10 minutes)
 - E–2: February Forecast Update – Presented to Council 2/26/2013 (10 minutes)
 - E–2: Fiscal Sustainability: Preview of DRAFT Employee Compensation Work Session with Human Resources Director Dan Weakley and Finance Staff (to be distributed at the meeting) (55 minutes)
 - E–4: Update on Fiscal Sustainability Work Plan and Public Outreach (10 minutes)
- F. Committee/Staff Comments
- G. Adjournment
 - G – 1: Next Regular Meeting – TBD

Attachments:

1. January 25, 2013 Meeting Minutes

AFFIDAVIT OF POSTING

I, Cathy Capriola, certify that on February 28, 2013, I caused to be posted the agenda of the Tuesday, March 5, 2013 meeting of the Measure F Oversight/Citizens Finance Committee of the City of Novato, California, on the City of Novato Community Service Boards in City Hall and the Police Department.

/Cathy Capriola/
Assistant City Manager



THE CITY OF
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SPECIAL MEETING

MINUTES

MEASURE F OVERSIGHT/CITIZENS FINANCE COMMITTEE

Friday, January 25, 2013: 7:30AM – 9:00AM

75 ROWLAND WAY #200

ATHERTON CONFERENCE ROOM

A. Call to Order

The meeting was called to order at 7:36 A.M. In attendance were:

Committee Members: Cris MacKenzie, Caitrin Devine, Bob Ratto, David Bentley, Al Berson and Robert Jordan.

City Staff: Cathy Capriola, Brian Cochran, Maureen Chapman, Carla Hansen and Chris Stewart

B. Approval of Final Agenda

The final agenda was approved unanimously.

C. Public Comment (*Anyone wishing to speak on non-agenda items will be recognized at this time. These items can legally have no action as they are not on the agenda. There is a three minute time limit.*)

There was no public comment.

D. Committee Organizational Items

D – 1: Approval of December 13, 2012 Meeting Minutes (5 minutes)

The minutes were approved with minor changes. The changes read, “A draft of the fiscal sustainability plan incorporating public feedback will be presented to Council in ~~June along with the FY 13/14 proposed budget~~ in April and the FY 13/14 budget is scheduled for adoption in June.”

E. General Business (*Anyone wishing to speak on agenda items will be recognized after the Committee has concluded their initial discussions. There is a three minute time limit for public comment per item.*)

E – 1: Fiscal Sustainability: Preview of Working Draft Economic Development Work Session with Economic Development Manager Chris Stewart and Finance Staff (to be distributed at the meeting) (75 minutes)

The draft Economic Development work session was broken up into two parts- a draft Economic Development Work Plan and information and options for how the City’s economic development initiatives might link back to potential strategies for the City’s fiscal sustainability efforts.

C. Stewart presented the economic development work plan and C.Capriola and

B.Cochran presented the potential fiscal sustainability strategies. C.Stewart noted that a retail sales tax leakage study is currently underway and expected to be completed in April. The Committee provided feedback and ideas on both sections of the presentation. Staff sincerely appreciates the Committee's input on the working draft.

E – 2: Update on Fiscal Sustainability Work Plan and Public Outreach (5 minutes)

C. Capriola provided an update to the fiscal sustainability work and public outreach plan.

E – 3: Overview and discussion of the Comprehensive Annual Financial Report with Finance Director Brian Cochran (10 minutes)

B. Cochran provided a brief overview of the City's first Comprehensive Annual Financial Report (CAFR). The CAFR is an expanded version of the basic financial statements normally issued by the City.

F. Committee/Staff Comments

There were no additional comments

G. Adjournment

G – 1: Next Regular Meeting – TBD

1) Fiscal Sustainability: Preview of Employee Compensation Work Session

The meeting was adjourned at 9:00 AM.