



THE CITY OF  
**NOVATO**  
CALIFORNIA

## Draft Minutes to be Considered at Next Meeting

### MINUTES MEASURE F OVERSIGHT/CITIZENS FINANCE COMMITTEE THURSDAY, SEPTEMBER 13, 2012: 7:30AM – 9:00AM 75 ROWLAND WAY #200 ATHERTON CONFERENCE ROOM

#### A. Call to Order

*The meeting was called to order at 7:38 AM. In attendance were:*

*Committee Members: David Bentley, Alan Berson, Caitrin Devine, Bob Ratto and Bob Scott.*

*City Staff: Cathy Capriola, Brian Cochran, Dane Wadlé*

#### 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 August 16, 2012 Meeting Minutes (5 minutes)

*The approval of the August 16, 2012 meeting minutes was deferred to the next meeting due to the fact that there was not a quorum of members present who were also present at the August 16<sup>th</sup> meeting.*

D – 2: New Committee Member: Bob Ratto Welcome (5 minutes)

*New Committee Member Bob Ratto introduced himself to the Committee and discussed his background and interest in the committee. In turn, the Committee members also introduced themselves to Mr. Ratto.*

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: Recap of August 28<sup>th</sup> Council Meeting  
*City staff provided a recap of the August 28<sup>th</sup> fiscal sustainability work session. Staff walked through the presentation made to Council and the community at this work session.*

*The presentation is available at this link:*

[http://ci.novato.ca.us/agendas/pdfstaffreports/082812\\_L-6.pdf](http://ci.novato.ca.us/agendas/pdfstaffreports/082812_L-6.pdf)

## E – 2: Fiscal Sustainability: Discussion/Preview of Upcoming Work Sessions

*Staff provided a preview of the upcoming Council fiscal sustainability work session. This session will occur on September 18th. This session (and the following session on October 16<sup>th</sup>) will focus on City departments. Each department will provide an overview of:*

- *Current service levels;*
- *Key issues and trends in the department;*
- *Measure F-supported services (direct and general fund backfill);*
- *Existing service level “holes” or areas where the department is not able to focus resources; and*
- *Fiscal sustainability ideas and proposals.*

*The September 18<sup>th</sup> work session will profile the Central Administration, Administrative Services and Community Development Departments. Staff gave an overview of these presentations and solicited feedback from the Committee.*

*The presentations are available at this link:*

*[http://ci.novato.ca.us/agendas/pdfstaffreports/091812\\_E-1\\_REVISED.pdf](http://ci.novato.ca.us/agendas/pdfstaffreports/091812_E-1_REVISED.pdf)*

*Similar to the August 16<sup>th</sup> meeting, the Committee highlighted the need to be creative and think outside the box as the Council and the community develop a fiscal sustainability plan.*

E – 3: Final Review/Action on 2011-2012 Measure F Annual Report  
*The Committee provided additional feedback and comments on the annual report. This feedback was accepted. Committee Member Scott made a motion to approve the 2011-2012 annual report. Committee Member Berson seconded this motion and it was approved by a vote of 5-0-2 (Committee Member’s Mackenzie and Jordan were absent).*

*The Committee specifically requested that staff develop an executive summary of the report to distribute to the public. The Committee also suggested that perhaps the City should buy a quarter-page ad in one of the local newspapers to notify the public about the report’s existence. Staff will work with the new Public Communication Coordinator to advertise the report.*

*Printed copies of the report will be available at the City Administrative Offices and the Margaret Todd Senior Center.*

F. Committee/Staff Comments

*There were no additional Committee and/or staff comments.*

G. Adjournment

G – 1: Next Regular Meeting – October 10, 2012 @ 7:30 A.M.

*The meeting was adjourned at 9:03 AM. The next meeting will take place on October 10<sup>th</sup> at 7:30 AM.*