



THE CITY OF
NOVATO
CALIFORNIA

**NOVATO CITIZENS FINANCE ADVISORY/
OVERSIGHT COMMITTEE MEETING**

held at

**Novato Police Department Training Room
909 Machin Avenue
Novato 94945**

**March 16, 2017
7:30AM**

922 Machin Avenue
Novato, CA 94945
415/899-8900
FAX 415/899-8213
www.novato.org

Chair

Caitrin Devine

Vice Chair

Tim O'Connor

Commissioners

David Bentley

Regina Bianucci Rus

Don Bibeault

Cris MacKenzie

Robert J. Scott, Jr

MINUTES

A. CALL TO ORDER

Meeting called to order at 7:32 am. Committee members: Caitrin Devine, David Bentley, Regina Bianucci Rus, Don Bibeault, Cris MacKenzie, Bob Scott. Staff members: Brian Cochran, Maureen Chapman, Gina Javier, Christina Soares, Pam Shinault, Russ Thompson. Councilmember: Pam Drew

B. APPROVAL OF FINAL AGENDA

The agenda was approved unanimously. Ayes: 6 (Devine, Bentley, Bianucci Rus, Bibeault, MacKenzie, Scott), Noes: 0. Absent: 1 (O'Connor)

C. PUBLIC COMMENT

There were no comments from the public.

7:35 A.M. *(Time is approximate.)*

D. COMMITTEE ORGANIZATIONAL ITEMS

D-1: APPROVE MEETING MINUTES OF DECEMBER 8, 2016

Bentley made motion to approve with the correction of replacing "repealed" with "expired" regarding Measure F. Scott second, approved unanimously.

D-2: APPROVE MEETING MINUTES OF FEBRUARY 16, 2017

Unavailable for approval.

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.

7:40 A.M. *(Time is approximate.)*

E-1: HILL RECREATION AREA MASTER PLAN PROJECT

Receive an update from staff and provide feedback regarding the Hill Recreation Area Master Plan project, including an overview of the project elements and funding

considerations. Additional project details, site plans, and documents can be viewed online at <http://novato.org/hillmasterplan>.

Pam Shinault, Community Services Director presented to the Committee, the Hill Recreation Master Plan Project. After extensive public outreach, the goal is to develop a signature park central to Novato. Due to funding concerns, the project will consist of two construction phases. The first phase will increase ADA access and parking, expanded parking, improving multi-purpose athletic fields, installation of one multi-sport synthetic turf field, four pickleball courts and walking trails.

Phase two will include the installation of six covered and lighted bocce ball courts, children's play area and an additional parking area. The Master Plan has a projected cost of \$6-\$6.5 million. Due to increasing construction costs and lack of funding, additional funds are vital. Measure F Funds were being used for planning and design costs. The total gap to be potentially filled by Measure F is nearly \$3 million for both phases combined.

D. Bentley asked about synthetic turf revenue generation. The bocce courts project a 9% return. Would like to see analysis on turf fields. R. Bianucci Rus inquired about the costs of replacing synthetic turf and bocce courts. C. MacKenzie wanted to know about the time frame between Phase 1 & Phase 2 of construction as well as the possibility of any archeological delays. Russ Thompson stated that possibility was unlikely since the existing site had already undergone construction.

Pam Shinault is presenting the Master Plan to Council on March 28th and wanted feedback from the Committee. Majority of the Committee Members supported the project and supported utilizing Measure F funds to fill the funding gap to construct the full master plan (i.e. no phasing of the project). However, some members expressed concerns about exhausting the Measure F Funds in light of future City General Fund deficits.

8:30 A.M. (Time is approximate.)

E-2: FY 2017/18 BUDGET PROCESS AND CALENDAR

Receive information on the budget meeting calendar for the fiscal year 2017/18 budget process.

B. Cochran presented the 2017/18 calendar of items. Late March through early April there will be public budget workshops conducted. Operating budgets will be presented to Council mid-April, CIP Projects late-April. Final budget to be presented in May and adopted in June by Council.

F. COMMITTEE / STAFF COMMENTS

B. Cochran announced that he will be leaving the City of Novato in April.

G. ADJOURNMENT

Next meeting will be held Thursday, April 13th with a main focus on the Capital Improvement Budget. The Committee also targeted a meeting date of May 2nd to discuss the Operating Budget proposals for 2017/18.

Meeting adjourned at 8:57am.