



**VOTER-APPROVED TAX OVERSIGHT COMMITTEE
FEBRUARY 15, 2023 AT 5:30PM**

**REGULAR MEETING
COMMUNITY DEVELOPMENT LARGE CONFERENCE ROOM
CITY HALL 3RD FLOOR
1400 FIFTH AVENUE SAN RAFAEL, CALIFORNIA**

**PARTICIPATE VIRTUALLY: <https://cityofsanrafael-org.zoom.us/j/87336358579>
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ID: 873 3635 8579**

MEETING MINUTES

SWEARING IN CEREMONY - 5:30pm

CALL TO ORDER AND ROLL CALL - 5:36pm

Members Present: Bloyd, Broadman, Friede, McWaters, Roth

Members Absent: None

Staff Present: Claire Coleman, Staff Liaison, Senior Management Analyst; Lindsay Lara, City Clerk; Micah Hinkle, Economic Development Director; Shawn Plate, Principal Accountant; Van Bach, Accounting Manager; Catherine Quffa, Recreation and Library Director; Fabiola Guillen-Urfer. Public Works Project Manager

MINUTES

1. Approve regular meeting minutes from last meeting (None)
No minutes were approved as this was the first meeting of the newly-formed committee.

MEETING OPEN TO THE PUBLIC

2. Introductions / Awards / Recognitions / Presentations
 - Overview of the Voter-Approved Tax Oversight Committee
Staff provided a brief overview of the bylaws of the Committee and mentioned the importance of adhering to Brown Act requirements.
3. Public Comment from the audience regarding items not listed on the agenda.
No members of the public provided comment.

MATTERS BEFORE THE COMMISSION

If necessary to assure completion of the following items, the Chairperson may establish time limits for the presentations by individual speakers.

4. Presentation of Audited Financials from FY 2021-22 (All Measures) and Approval of Annual Reports
Staff provided a report on the audited financial statements for all four of the tax measures under the Committee's oversight.
 - Member Friede asked about the intended use of Measure C funds remaining from the prior

Library Parcel Tax. Staff noted the goal of renovating the existing library or building a new facility, and indicated that the remaining Measure C capital funds are intended to be used for that purpose.

- Member Friede asked for clarification on the planned Alternative Response Team, which will be partially funded by Measure G Cannabis funds. Staff noted that the contract for the program was recently awarded to a company that will begin implementing the program soon. Staff noted that the program is intended to support homeless services and supplement public safety services in San Rafael.
- Member Friede asked why the receipts for the Measure E and Measure R sales taxes were not an exact comparison, as Measure E is a 0.75% transactions and use tax and Measure R is a 0.25% transactions and use tax. Staff noted that, while the numbers are very close, there is a slight difference due to complexity of tax collection and reporting.

No members provided public comment on this agenda item.

No committee members provided further comments.

Member Friede moved to accept the draft report provided by staff, and Member Broadman seconded. The motion carried 5-0.

5. Selection of One (1) Representative to Serve as Chair and One (1) Representative to serve as Vice-Chair of the Voter-Approved Tax Oversight Committee
Due to staff error, this matter was addressed second.
Member Friede asked what duties were performed by the Chair and Vice Chair of the committee. City Clerk Lara clarified the roles of the Chair and Vice Chair.

Member Broadman nominated Member Friede to be Committee Chair. Member Bloyd seconded the nomination, and Member Friede accepted the nomination. The motion carried 5-0.

Member Broadman nominated herself for Vice Chair, and Member Friede seconded the nomination. The motion carried 5-0.

COMMISSION REPORTS AND COMMENTS

6. Other brief reports on any meetings, conferences, and/or seminars attended by the Committee members.
No additional reports were provided by committee members.

STAFF COMMENTS

7. Schedule of upcoming meetings and events of interest
Member Roth asked about upcoming meetings of the committee. Staff noted the intent to schedule a mid-year meeting to focus on the Library Parcel Tax (Measure D) during the summer months.

ADJOURNMENT - 5:58PM

NEXT MEETING - TBD

- Special Meeting on Library Parcel Tax (Measure D)