



# CITY COUNCIL COMMUNITY DEVELOPMENT AGENCY SPECIAL MEETING MINUTES

Thursday, January 27, 2011  
8:30 a.m. – 1:00 p.m.  
701 Laurel Street, Menlo Park, CA 94025  
City Council Chambers

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## Organizational and Budget Review Meeting

Mayor Cline called the meeting to order at 8:38 a.m. with Council Members Cline, Cohen, Fergusson and Ohtaki present. Council Member Keith arrived at 8:51 a.m.

Glen Rojas, City Manager stated what staff was looking for in terms of the outcome for the meeting as well as an overview of the steps already taken by staff for budget reductions.

### Public Comment

- Mary Gilles and Mickie Winkler spoke regarding the need for a responsible budget.

### Overview of each Department focusing on the general fund budget, number of employees and all funds budget ([Staff report #11-014](#)) (PowerPoint)

C. Augustine, Finance Director gave a PowerPoint presentation providing an overview of the budget.

Each Department gave an overview of services provided and the challenges they are facing.

The City Council asked questions of the departments.

### Emerging Options for aligning Council service priorities with the operational budget

### Wrap up discussion and next steps for preparing the mid-year report and the 2011-12 Budget

Council provided the following information they would like brought back:

- Analyses on contracting out services
- The option of a 3% cut to all employees making over \$100,000 per year
- A budget with and without the CIP transfer
- Options for outsourcing more services
- Options for service reductions
- Look at opportunities to utilize the Enterprise Funds
- Consider shared services with neighboring cities (even outside San Mateo County)

### Adjournment – 1:05 p.m.

Margaret S. Roberts, MMC  
City Clerk

Accepted at the City Council meeting of February 8, 2011