



## **FINANCE/AUDIT COMMITTEE MINUTES**

**Special Meeting  
Monday, June 02, 2008  
9:00 a.m.**

**Administrative Conference Room, Second Floor  
701 Laurel Street, Menlo Park, CA 94025**

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This Agenda is posted in accordance with Government Code Section §54954.2(a) or Section §54956. (Date Posted: 05/28/08) Persons with disabilities, who require auxiliary aids or services in attending or participating in Committee meetings, may call Stephen Green at 650-330-6646.

### **CALL TO ORDER – 9:00 a.m.**

**ROLL CALL-** Council members John Boyle and Richard Cline,  
Honor Huntington, Jeff Child, Stu Soffer

**CITY STAFF-** Glen Rojas, Carol Augustine, Stephen Green

### **A. PUBLIC COMMENT (Limited to 15 minutes)**

- Jim Lewis, a Palo Alto resident and property owner in Menlo Park, presented suggestions on how to reduce the FY 08/09 budget deficit.

### **B. BUSINESS ITEMS**

- A budget communication pamphlet to be drafted by the Community Engagement Manager and reviewed by committee is being considered.

### **C. REPORTS AND ANNOUNCEMENTS**

- None

### **D. INFORMATION ITEMS**

#### 1. Introduction to the Budget Process 2008-09

- Selection of existing charts/graphs from the City's website that can be updated for a public communication document.

#### 2. April 2008 General Fund YTD Budget-to-Actual report

- Discussion on format and delivery of the Budget-to-Actual report.
- Next meeting July 28, 2008 at 9:00 a.m.

### **E. ADJOURNMENT**