



SPECIAL MEETING MINUTES

Date: 3/5/2018
Time: 2:00 p.m.
City Hall – “Sharon Heights” Conference Room, 2nd Fl
701 Laurel St., Menlo Park, CA 94025

A. Committee Chair Craib called the meeting to order at 2:04 p.m.

B. Roll Call

Present: Craib, Shepherd, Ohtaki, Tronson
Absent: Mueller
Staff: Dan Jacobson, Interim Finance and Budget Manager
Brandon Cortez, Management Analyst I

C. Public Comment

- There was no public comment.

D. Regular Business

D1. Approve the January 26, 2018, Finance and Audit Committee Special Meeting minutes.

Shepherd asked that the minutes be amended to reflect that the committee has formed two subcommittees: Pension subcommittee led by Shepherd and an Asset Replacement subcommittee led by Mayor Ohtaki.

ACTION: Motion and second (Craib/Ohtaki) to approve minutes for the January 26, 2018, Finance and Audit Committee Special Meeting, as amended, passed 4-0-1 (Mueller absent).

D2. Review and discuss the Draft 2018-2020 Finance and Audit Committee two-year work plan goals and milestones.

Committee members made various changes to the goals and subcommittees that were documented and will be reflected when the item returns to the subcommittee at a future date. Committee members will come up with the descriptor and milestones that will be brought to council.

- Julie Shanson asked for staff to provide more information regarding the development agreements.
- Cecilia Taylor asked that the committee look into the creation of a Community Fund, Pedestrian Safety Fund, and a Public Safety Fund.

Mayor Ohtaki excuses himself at 3:11 p.m.

ACTION: Motion and second (Craib/Shepherd) to approve the amendments to the Draft 2018-2020 Finance and Audit Committee two-year work plan goals and milestones, passed 3-0-2 (Ohtaki and

Mueller absent).

E. Director's Report

There was no report.

F. **Adjournment**

Chair Craib adjourned the meeting at 3:45 p.m.