



SPECIAL MEETING MINUTES

Date: 3/22/2021

Time: 5:30 p.m.

Special Meeting Location: [Zoom.us/join](https://zoom.us/join) – ID# 956 8376 3830

A. Call To Order

Chair Shepherd called the meeting to order at 5:30 p.m.

B. Roll Call

Present: Chair Shepherd, Vice Chair Royse, Mayor Combs, City Councilmember Mueller, Members Keet, Maguire, Westcott

Absent: None

Staff: Assistant Administrative Services Director Dan Jacobson

C. Regular Business

C1. Accept the Finance and Audit Committee minutes from February 4, 2020

ACTION: Motion and second (Maguire/ Westcott) to accept meeting minutes from February 4, 2020, passed 6-0-1 (Keet abstained).

C2. Recommend that City Council adjust appropriate procedures to change Finance and Audit Committee regular meeting schedule

ACTION: Motion and second (Westcott/ Royce) to recommend City Council update the committee's regular meeting schedule to the first Thursday of every quarter at 5:30 p.m., passed unanimously.

C3. Review the regular update to City Council

ACTION: By acclamation, the Committee reached consensus on the content of the regular update to City Council and asked Chair Shepherd to make the presentation.

D. Reports and Announcements

D1. Director's report

Assistant Administrative Services Director Dan Jacobson made the report.

D2. Future agenda topics and committee member reports

The Committee requested additional capital improvement project document review.

E. Adjournment

Chair Shepherd adjourned the meeting at 6:20 p.m.

Nick Pegueros, Assistant City Manager