



## SPECIAL MEETING MINUTES

**Date:** 10/27/2022  
**Time:** 5:30 p.m.  
**Location:** Zoom and City Hall Downtown Conference Room, 1st Floor  
701 Laurel St., Menlo Park, CA 94025

### Special Session

#### A. Call To Order

Chair Westcott called the meeting to order at 5:34 p.m.

#### B. Roll Call

**Present:** DeMoss, Hill, Normington, Taylor, Westcott, Wong  
**Absent:** Wolosin  
**Staff:** Interim Finance Director Marvin Davis, Interim Finance and Budget Manager Rani Singh, Management Analyst II Adrian Patino

#### C. Agenda Review

None.

#### D. Consent Calendar

D1. Approve the July 21, 2022 Finance and Audit Committee special meeting minutes (Attachment)

**ACTION:** Motion and second (Normington/ Taylor), to approve the consent calendar, passed 6-0 (Wolosin absent).

#### E. Regular Business

E1. Review September 30, 2022 investment reports (Staff Report #22-005-FAC)

Interim Finance Director Marvin Davis introduced the item.

The Committee received clarification on the City's rebalancing of the portfolio.

E2. Review June 30, 2021 Single Audit Report (Staff Report #22-006-FAC)

Interim Finance Director Marvin Davis introduced the item.

The Committee received clarification on the findings and corrective actions of the audit report.

**F. Adjournment**

Chair Westcott adjourned the meeting at 6:14 p.m.

Adrian Patino Management Analyst II

Minutes approved at the December 15, 2022 Finance and Audit Committee meeting