



SPECIAL MEETING AGENDA

Date: 11/20/2019
Time: 3:00 p.m.
City Hall – “Belle Haven” conference room, 2nd Fl
701 Laurel St., Menlo Park, CA 94025

A. Call To Order

B. Roll Call

C. Public Comment

Under “Public Comment,” the public may address the Committee on any subject not listed on the agenda. Each speaker may address the Committee once under Public Comment for a limit of three minutes. The Committee cannot act on items not listed on the agenda and, therefore, the Committee cannot respond to non-agenda issues brought up under Public Comment other than to provide general information.

D. Regular Business

- D1. Approve the October 16, 2019, Finance and Audit Committee meeting minutes ([Attachment](#))
- D2. Receive the independent auditor’s report for the fiscal year ended June 30, 2019
- D3. Review comprehensive annual financial report (CAFR) component sections and content ([Attachment](#))
- D4. Review and approve the December 10, 2019 Finance and Audit Committee update to the City Council ([Attachment](#))
- D5. Review and provide feedback on the draft presentation for the budget informational workshop ([Attachment](#))

E. Reports and Announcements

- E1. Director’s report
- E2. Subcommittee reports
 - CAFR format subcommittee (Chair Tronson and Vice Chair Shephard)
 - Budget format subcommittee (Vice Chair Shephard)
 - Infrastructure communication subcommittee (Royse and Westcott)
 - Pension communication subcommittee (Vice Chair Shephard and Maguire)
- E3. Review future agenda topics and work plan ([Attachment](#))

F. Adjournment

At every Regular Meeting of the Commission, in addition to the Public Comment period where the public shall have the

right to address the Commission on any matters of public interest not listed on the agenda, members of the public have the right to directly address the Commission on any item listed on the agenda at a time designated by the Chair, either before or during the Commission's consideration of the item.

At every Special Meeting of the Commission, members of the public have the right to directly address the Commission on any item listed on the agenda at a time designated by the Chair, either before or during consideration of the item.

Any writing that is distributed to a majority of the Commission by any person in connection with an agenda item is a public record (subject to any exemption under the Public Records Act) and is available for inspection at the City Clerk's Office, 701 Laurel St., Menlo Park, CA 94025 during regular business hours.

Persons with disabilities, who require auxiliary aids or services in attending or participating in Commission meetings, may call the City Clerk's Office at 650-330-6620.

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