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**COUNCIL BUDGET & FINANCE COMMITTEE MEETING**  
**Meeting Minutes of January 25, 2018**

**Call to Order:** 4:02 pm

**Members Present:** Mayor Halliday, Councilmember Lammin, and Councilmember Salinas

**Members Absent:** None

**Staff:** Kelly McAdoo, Maria Hurtado, Dustin Claussen, Stacy Bristow, and Nina Morris Collins

**Guests:** Tim Cal, Maze & Associates  
Grace Zheing, Maze & Associates

**Public Comments:** No public comments.

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1. Approval of Meeting Minutes January 10, 2018.

*Action: Unanimous approval as submitted.*

2. Transmittal of the Comprehensive Annual Financial Report for the Year Ended June 30, 2017; and of the Memorandum on Internal Control and Required Communications.

- Presentation by Maze & Associates.

*Action: The Committee received and discussed the presentation. No formal action was taken.*

3. Home Assistance Purchase Program for Employees.

- Director Claussen provided an overview of the proposed program.

*Action: The Committee reviewed and discussed the presentation. No formal action was taken.*

4. Meeting Schedule and Work Plan. Council reviewed the work plan for the year.

*Action: The Committee recommended moving several agenda items and added "Credit Card Fees" to the calendar.*

5. Future Agenda Items: *The Committee requested that "Tax Increment Financing" be added to the list of Non-scheduled future agenda topics.*

**Committee Members/Staff Announcements and Referrals:** None.

**Adjournment:** The meeting was adjourned at 4:47 pm