



**Members of the Subcommittee**  
**Rich Tran, Mayor**  
**Carmen Montano, Councilmember**

**CITY COUNCIL FINANCE SUBCOMMITTEE**  
**Friday, January 17, 2020 at 2:00 PM**  
**City Hall, 1<sup>st</sup> Floor Committee Conference Room**  
**455 E. Calaveras Blvd, Milpitas**

**MEETING MINUTES**

- I. Call to Order and Roll Call:** **Present:** Mayor Rich Tran, Councilmember Carmen Montano
- II. Pledge of Allegiance:** Mayor Tran led the Pledge of Allegiance
- III. Approval of Agenda:** Mayor Tran motioned to approve the agenda, Councilmember Montano seconded. Motion approved.
- IV. Approval of Minutes:** No prior minutes to approve.
- V. Public Forum:** No members of the public addressed the Committee.
- VI. Items for Discussion:**
  - a. Monthly Review of Contracts Approved by City Manager (December 2019)
    - i. Mayor Tran pointed out contracts of interest such as the railroad crossing light at S. Milpitas Blvd as the community has been asking about this intersection.
    - ii. Mayor Tran recalls the canopy was listed last year as a line item and wanted verification. Staff responded that the contract for the Recreation Canopy was listed as a rental.
    - iii. Councilmember Montano noticed the water bottle filling station line item and suggested the City look into Potter the Otter drinking fountain.
  - b. FY 2020/21 Budget Process
    - i. [Presentation](#) given by Walter C. Rossmann, Finance Director
    - ii. Councilmember Montano requested budget training
    - iii. Councilmember Montano requested clarification on the term Vacancy Savings and how those funds are being allocated.
    - iv. Councilmember Montano asked how the City plans on broadening outreach efforts to the community.
  - c. Future Topics of Discussion
    - i. Second Quarter claims report
    - ii. Second Quarter Investment Report
    - iii. Loss prevention program
    - iv. Councilmember Montano suggested that Mayor Tran spearhead a youth career program
- VII. Other Business:** No other business was discussed
- VIII. Next Meeting:** *February 28, 2020, 12 p.m.*
- IX. Adjournment:** 3:00 p.m.