

MINUTES
MALIBU ADMINISTRATION & FINANCE SUBCOMMITTEE
SPECIAL MEETING
JUNE 10, 2019
MULTIPURPOSE ROOM
3:00 P.M.

CALL TO ORDER

Councilmember Mullen called the meeting to order at 3:06 p.m.

ROLL CALL

The following persons were recorded in attendance:

PRESENT: Councilmember Rick Mullen and Councilmember Skylar Peak

ALSO PRESENT: City Manager Reva Feldman; Assistant City Manager Lisa Soghor; Assistant to the City Manager Elizabeth Shavelson; Community Services Director Jesse Bobbett; Public Works Director Rob DuBoux; and Finance Manager Ruth Piyaman

APPROVAL OF AGENDA

MOTION Councilmember Peak moved and Councilmember Mullen seconded a motion to approve the agenda. The motion carried unanimously.

REPORT ON POSTING OF AGENDA

Finance Manager Piyaman reported that the agenda for the meeting was properly posted on June 6, 2019.

DISCUSSION ITEMS

1. Approval of Minutes – May 2, 2019 and May 7, 2019
Recommended Action: Approve the minutes for the Administration and Finance Subcommittee Special meetings of May 2, 2019 and May 7, 2019.

MOTION Councilmember Mullen moved and Councilmember Peak seconded a motion to approve the minutes for the Administration and Finance Subcommittee Special meetings of May 2, 2019 and May 7, 2019. The motion carried unanimously.

2. Fiscal Year 2019-2020 General Fund Grants
Recommended Action: Provide a recommendation to the City Council concerning reallocation of \$15,000 of the Fiscal Year 2019-2020 General Fund Grant Program

MOTION Councilmember Peak moved and Councilmember Mullen seconded a motion to make a recommendation to the City Council that it leave the unallocated \$15,000

of the Fiscal Year 2019-2020 General Fund Grant Program in the Grant Program account for future needs. The motion carried unanimously.

3. New Job Specifications for Fiscal Year 2019-2020

Recommended Action: Provide a recommendation to the City Council on the following job specification changes in Fiscal Year 2019-2020: 1) Approving revised job specifications for Community Services part-time positions; and 2) Approving a title change for the Planning Manager position to Assistant Planning Director with revisions to the job specification.

MOTION Councilmember Peak moved and Councilmember Mullen seconded a motion to make a recommendation to the City Council on job specification changes in Fiscal Year 2019-2020 to: 1) Approve revised job specifications for Community Services part-time positions; and 2) Approve a title change for the Planning Manager position to Assistant Planning Director with revisions to the job specification. The motion carried unanimously.

ADJOURNMENT

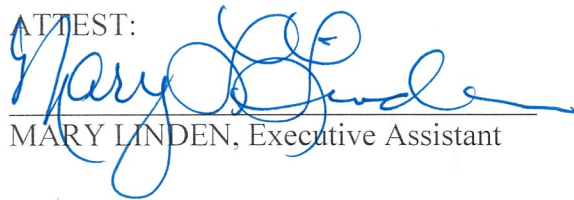
MOTION At 3:12 p.m., Councilmember Mullen moved and Councilmember Peak seconded a motion to adjourn the meeting. The motion carried unanimously.

Approved and adopted by the Administration and Finance Subcommittee of the City of Malibu on October 3, 2019.



RICK MULLEN, Councilmember

ATTEST:



MARY LINDEN, Executive Assistant