



**FINANCIAL COMMISSION
MEETING MINUTES**

5:30 P.M., November 17, 2008
Hillview Community Center, Room #2
97 Hillview Avenue, Los Altos, California 94022

Call to Order

The meeting was called to order at 5:30 P.M.

Roll Call

Commission members Present: Chair Frank Emery, Vice-Chair Kevin Thompson, David Byrne, Donald Korn, Alan Hubbard

Commission members Absent: John Dixon, Paul Van Buren

Staff Present: Russell Morreale

Pledge of Allegiance

Public Comment

In this Public forum, Los Altos City Mayor Val Carpenter presented commission members with business cards that she provided gratuitously. Mrs. Carpenter expressed her deep appreciation for the committees' work and their much valued service and volunteerism.

Discussion

Discussion

1. Minutes

Korn moved adoption of the September 22, 2008 minutes as provided. Thompson seconded the motion, which passed unanimously

2. Special Project: Update the Independent Auditor Review

Emery reported on the subcommittee's work to date which is at the stage of reviewing a draft Requests for Proposal (RFP) which has been provided by staff. Once comments are received, staff will finalize and circulate the RFP. Initial RFP reviews will remain at the subcommittee level. The commission further discussed allowing a reasonable response time

indicating that a six week response time would be reasonable. As such, asking for a response in mid-January 2009 would be reasonable.

3. Special Project: Update the Investment Advisor Evaluation

Thompson reported on the subcommittee's work to date indicating that a Request for Information (RFI) is in hand and under review. Thompson asked that all RFI comments be channeled through him at which time he will compile them for staff. Once comments are received, staff will finalize and circulate the RFI and set up the exploratory presentations.

4. Discussion Repayment of Public Employee Retirement System (PERS) unfunded liability

Various commission members spoke on this topic and asked staff to provide some additional information including – inquiring into the availability of a CalPERS annual financial report – Inquiring into how many other cities/agencies have taken advantage of paying off the side fund balances – defining the mix of City revenue sources as a basis for understanding the scope of marginal cost savings. Staff will research and advise at future meetings

5. Discussion of Possible Dates For a Presentation of the June 30, 2008 CAFR Draft

Staff, Russell Morreale, inquired into the possibility of staging a presentation of the draft CAFR for June 30, 2008 for the week of December 15th. All agreed that this timing would work well and staff agreed to coordinate the meeting time and presentation.

Adjournment

Emery moved adjournment of the meeting, with a second from Korn. The motion passed unanimously. The meeting was adjourned at approximately 6:30 P.M.

Respectfully Submitted,

Russell J. Morreale
Staff Liaison to the Financial Commission