

DRAFT

Page 1 of 3

**MINUTES OF THE MEETING OF THE FINANCIAL COMMISSION OF THE CITY
OF LOS ALTOS, HELD ON, MONDAY, February 27, 2023, AT 6:00 P.M.
VIDEO/ TELECONFERENCE**

ROLL CALL

PRESENT: Chair Kalkat, Commissioners Claras, Frey, Richmond, Whipple

ABSENT: Vice-Chair McClatchie, Commissioner Kalbach

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS

none

ITEMS FOR CONSIDERATION/ACTION

1. Approval of Minutes of the Meeting, November 21, 2022

Action: Upon a motion by Commissioner Whipple, seconded by Chair Kalkat, the Commission approved the minutes of the meeting of November 21, 2022, by the following vote: AYES: Chair Kalkat, Commissioners, Claras, Frey, Richmond, Whipple. NOES: None; ABSTAIN: None; ABSENT: Vice-Chair McClatchie, Commissioner Kalbach.

2. Approval of Minutes of the Meeting, January 23, 2023

Action: The Commission approved the minutes of the meeting of January 23, 2023, by the following vote: AYES: Chair Kalkat, Commissioners, Claras, Frey, Richmond, Whipple. NOES: None; ABSTAIN: None; ABSENT: Vice-Chair McClatchie, Commissioner Kalbach.

3. Quarterly Investment Portfolio Report – Quarter Ended December 31, 2022

Wale Kajopaiye, a representative of the City's financial asset manager, PFM, made a presentation to the Commission on the Quarterly Investment Portfolio report as of quarter ending December 31, 2022, and a discussion ensued during which the consultant answered the questions posed by the Commissioners. Among the topics discussed was the present yield of City funds deposited with LAIF (Local Agency Investment Fund) compared to potential alternatives. Mr. Kajopaiye indicated that among the alternatives to LAIF used by a number of other agencies advised by PFM was CAMP (California Asset Management Program). Mr. Kajopaiye further observed that current City Investment policy does not allow use of CAMP and that among PFM's recommendations was that the City's investment policy be modified to add CAMP as a permissible investment, albeit with no obligation to invest with CAMP.

The Commission further requested that the Finance Director evaluate alternative short-term investment opportunities, including CAMP, with a view towards achieving increased yield, and make a recommendation to the Commission at a future meeting.

DRAFT

Page 2 of 3

Action: The Commission resolved to recommend the Quarterly Investment Portfolio Report for quarter ending December 31, 2022 for action by the City Council at its meeting, with such resolution being proposed on a motion by Commissioner Richmond, seconded by Commissioner Frey, and approved by the Commission by the following vote: AYES: Chair Kalkat, Commissioners, Claras, Frey, Richmond, Whipple. NOES: None, ABSTAIN: None; ABSENT: Vice-Chair McClatchie, Commissioner Kalbach.

4. Review Investment Policy for Fiscal Year 2023

Mr. Kajopaiye reviewed the Investment Policy and suggested two recommendations to add additional language to the policy. In endorsing the amendments, which included adding CAMP as an approved investment, the Finance Director reiterated that no investment would be made with CAMP absent further follow up with the Commission at a future meeting.

Action: The Commission resolved to recommend the two changes to the Investment Policy for action by the City Council at its meeting and approved by the Commission by the following vote: AYES: Chair Kalkat, Commissioners, Frey, Richmond, Whipple. NOES: None, ABSTAIN: Commissioner Claras; ABSENT: Vice-Chair McClatchie, Commissioner Kalbach.

5. Discussion Items

In person Commission Meetings beginning March 1, 2023 was discussed and Jonathan Weinberg with the City Council provided additional detail whereas the Commission agreed to attend future Commission meetings in person.

No Action:

COMMISSION AND STAFF REPORTS AND DIRECTIONS ON FUTURE AGENDA ITEMS

Chair Kalkat proposed a discussion about the FY24 Budget and requested that budget data be provided to the Commission as far in advance of City Council consideration as practicable.

The Finance Director also provided information on the Tyler Technologies implementation and confirmed that she would provide regular updates to the Commission during the implementation process.

The Finance Director further proposed to discuss the City's Financial policy, FY22 Audit, and Treasurer's Report at future meetings.

ADJOURNMENT

DRAFT

Page 3 of 3

Adjourned the meeting at 7:15 p.m.

SPECIAL NOTICES TO PUBLIC

In compliance with the Americans with Disabilities Act, the City of Los Altos will make reasonable arrangements to ensure accessibility to this meeting. If you need special assistance to participate in this meeting, please contact the City Clerk at least 48 hours prior to the meeting at (650) 947-2720.

Agendas, Staff Reports and some associated documents for Financial Commission items may be viewed on the Internet at <http://www.losaltosca.gov/meetings>.

If you wish to provide written materials, please provide the Commission Staff Liaison with **10 copies** of any document that you would like to submit to the Commissioners in order for it to become part of the public record.

For other questions regarding the meeting proceedings, please contact the City Clerk at (650) 947-2720.