



**TOWN OF LOS GATOS
FINANCE COMMISSION
AGENDA REPORT**

MEETING DATE: 11/8/2021

ITEM NO: 1

**DRAFT
Minutes of the Finance Commission Meeting
October 11, 2021**

The Finance Commission of the Town of Los Gatos conducted a regular meeting via teleconference via COVID-19 Guidelines on Monday, October 11, 2021, at 5:00 p.m.

MEETING CALLED TO ORDER AT 5:02 P.M.

ROLL CALL

Present: Chair Ron Dickel, Vice Chair Kyle Park, Commissioner Stacey Dell, Commissioner Loreen Huddleston, Commissioner Rick Tinsley, Vice Mayor Rob Rennie, and Council Member Matthew Hudes. (All participating remotely.)

Staff Present: Town Manager Laurel Prevetti, Town Attorney Robert Schultz, Assistant Town Manager Arn Andrews, Community Development Director Joel Paulson, Human Resource Director Lisa Velasco, Finance Director Stephen Conway, Finance and Budget Manager Gitta Ungvari.

COMMISSIONER REPORTS

Receive Subcommittee Report

The Subcommittee has not met since the August 9, 2021 Finance Commission meeting and the Subcommittee sit-along is scheduled with Finance Department staff.

CONSENT ITEMS (TO BE ACTED UPON BY A SINGLE MOTION)

1. Approve Minutes of September 13, 2021 Finance Commission Meeting

MOTION: Motion by Commissioner Huddleston to approve the consent item **Seconded** by Commissioner Dell.

VOTE: Motion passed 5-0.

VERBAL COMMUNICATIONS

Jak Van Nada

- Commented that a fiscal impact analysis on new development should be considered and the full Financial Impact Report (FIR) should be conducted before approving the 2040 General Plan.

OTHER BUSINESS

2. Presentation and Discussion Regarding Potentially Allowing Commercial Cannabis Businesses in the Town of Los Gatos.

Rob Schultz, Town Attorney, presented the report.

Opened Public Comment

Lee Fagot

- Commented that it should not be the Town Attorney who is working on the cannabis related revenue enhancement. He also commented that legalizing cannabis is a breach of Federal Law.

Closed Public Comment.

The Commission discussed the item.

3. Receive American Rescue Plan Act (ARPA) and Annual Financial Report Updates.

Arn Andrews, Assistant Town Manager, presented the report.

Opened Public Comment

None.

Closed Public Comment.

The Commission discussed the item.

4. Discussion of Key Performance Indicators (KPIs).

Arn Andrews, Assistant Town Manager, presented the report.

Opened Public Comment.

None.

Closed Public Comment.

Commissioners requested staff add total revenue, employee headcounts and vacancies by department, and affirmed that the dashboard can have multiple pages.

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5. Receive Information on the Town Bargaining Groups.

Arn Andrews, Assistant Town Manager, presented the report.

Opened Public Comment.

None.

Closed Public Comment.

The Commission discussed the items.

6. Receive Information on North 40 Property Tax Projections.

Arn Andrews, Assistant Town Manager, presented the report.

Opened Public Comment.

None.

Closed Public Comment.

The Commission discussed the items.

7. Receive Information on the Relationship between Land Use and Town Revenues/Expenses.

Joel Paulson, Community Department Director, presented the report. Laurel Prevetti, Town Manager, provided additional information.

Opened Public Comment.

Lee Fagot

- Commented that North 40 Phase 2 is still not finalized. Finance Commission also should provide financial analysis on the General Plan 2040 update and aid the Town Council with decision making.

Jak Van Nada

- Commented that if there is no motion for the financial impact analysis right now it might be too late in two months.

Closed Public Comment.

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Other Business Item #7 – continued

Commissioners stated that it is the Town Council's decision whether to request the financial impact analysis.

8. Receive Updates on the Community Survey and Audit Services RFPs.

Arn Andrews, Assistant Town Manager, presented the report.

Opened Public Comment.

None.

Closed Public Comment.

The Commission discussed the items.

9. Discuss Topics for Future Commission Agendas.

Chair Dickel acknowledged the items already in the working calendar and encouraged Commissioners to reach out to him for further topics of discussion.

Opened Public Comment.

None.

Closed Public Comment.

ADJOURNMENT:

The meeting adjourned at 7:10 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the October 11, 2021 meeting as approved by the Finance Commission.

Gitta Ungvari, Finance and Budget Manager