**DRAFT**
**Minutes of the Finance Commission Meeting**
**July 12, 2021**

The Finance Commission of the Town of Los Gatos conducted a regular meeting via teleconference via COVID-19 Shelter in Place Guidelines on Monday, June 14, 2021, at 5:00 p.m.

## MEETING CALLED TO ORDER AT 5:00 P.M.

## ROLL CALL
Present: Chair Ron Dickel, Vice Chair Kyle Park (joined at 5:04 p.m.), Commissioner Stacey Dell, Commissioner Loreen Huddleston, Commissioner Rick Tinsley, Vice Mayor Rob Rennie, and Council Member Matthew Hudes.  (All participating remotely.)
Absent: None

Staff Present: Town Manager Laurel Prevetti, Town Attorney Rob Schultz, Assistant Town Manager Arn Andrews, Finance Director Stephen Conway, Police Chief Peter Decena, Finance and Budget Manager Gitta Ungvari.

## CONSENT ITEMS (TO BE ACTED UPON BY A SINGLE MOTION)
1.  Approve Minutes of the June 14, 2021 Finance Commission Regular Meeting.

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

**VOTE:**   **Motion passed 4-0.  Commissioner Park was not yet present.**

## VERBAL COMMUNICATIONS
None.

## OTHER BUSINESS

2.  Receive Subcommittee Report

Commissioner Huddleston summarized that the Finance Subcommittee would like to better understand the Town's financial processes, procedures, policies, Budget, and Annual Financial Report development.

Opened Public Comment.

None.

Closed Public Comment.

3.  Discuss Cost Recovery Fees (Fee Study and Fee Schedule).

Arn Andrews, Assistant Town Manager, presented the report.  Staff members addressed Commissioners' questions.

Opened Public Comment.

None.

Closed Public Comment.

4.  Discuss and Recommend Options to Pursue for a Town Council Strategic Priority – "Explore New Revenue Opportunities."

Arn Andrews, Assistant Town Manager, presented the report.  Staff answered the Commissioners' questions regarding different revenue opportunities.

Opened Public Comment.

Catherine Somers - Commented on her support for taxing commercial property owners with pro-longed empty storefronts.

Lee Fagot - Commented on the Town's procedure and lost potential to address the Ditto's Lane property.  He recommended that the Town sell the Venue property to the High School for $1.00.

Closed Public Comment.

After discussion of several revenue options, Commissioners requested additional information on an additional tax for commercial property with empty store fronts and a business license amnesty program and audit.

5.  Discuss Updates to the American Rescue Plan Act (ARPA).

Arn Andrews, Assistant Town Manager, presented the report.

Commissioners discussed the item.

Opened Public Comment.

None.

Closed Public Comment.

6.   Appoint Finance Commissioner to the Independent Auditor Selection Process.

Opened Public Comment.

None.

Closed Public Comment.

Commissioners discussed the item.

**MOTION:**   **Motion** by **Commissioner Huddleston** to appoint Vice-Chair Park to represent the Finance Commission on the auditor selection panel.   **Seconded** by **Commissioner Tinsley.**

**VOTE:**      **Motion passed unanimously.**

7.   Continue Discussion of Key Performance Indicators.
8.   Review Police Costs Relative to Total Expenditures and Revenues.
9.   Review of Market Fluctuation Reserve.
10. Discuss Topics for Future Commission Agendas.

Due to the length of the meeting, Chair Dickel moved Items 7, 8, and 9 to the next Finance Commission meeting on August 9, 2021.

Opened Public Comment.

None.

**ADJOURNMENT**:
The meeting adjourned at 6:54 p.m.

This is to certify that the foregoing is a true
and correct copy of the minutes of the
July 12, 2021 meeting as approved by the
Finance Commission.

_____

Gitta Ungvari, Finance and Budget Manager