



**TOWN OF LOS GATOS
FINANCE COMMISSION
MINUTES**

**Minutes of the Finance Commission Regular Meeting
March 13, 2023**

The Finance Commission of the Town of Los Gatos conducted a regular meeting in person and utilizing teleconferencing means on Tuesday, March 13, 2023, at 5:00 p.m.

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

ROLL CALL

Present: Chair Rick Tinsley, Vice Chair Phil Koen, Commissioner Stacey Dell, Commissioner Andrew Howard, Commissioner Linda Reiners, Mayor Maria Ristow, and Council Member Rob Rennie.

Absent: None

Town Staff Present: Town Manager Laurel Prevetti, Finance Director Gitta Ungvari, and Town Clerk Wendy Wood.

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

1. Approve Draft Minutes of the February 23, 2023, Finance Commission Meeting.
(Item pulled from consent)
2. Receive California Employer's Retiree Benefits Trust (CERBT) Strategy 1 Market Value Summary Report for the Period Ending December 31, 2022.
3. Receive California Employer's Pension Prefunding Trust (CEPPT) Strategy Market Value Summary Report for the Period Ending December 31, 2022.
4. Receive the Monthly Financial and Investment Report (January 2023). (item pulled from consent)
5. Receive Information on the Town-wide Justice, Equity, Diversity, and Inclusion Plan.

Vice Chair Koen pulled consent items 1 and 4.

MOTION: Motion by **Commissioner Reiners** to approve the consent items with the exception of items one and four. **Seconded by Commissioner Dell.**

VOTE: Motion passed 5-0.

VERBAL COMMUNICATIONS

There were no verbal communications.

OTHER BUSINESS

6. Discuss and Approve the Finance Commission Special Meeting Dates and Times for 2023.

Finance Director Gitta Ungvari introduced the item.

Opened Public Comment.

None.

Closed Public Comment.

The Commission discussed the item and had a general consensus to approve the proposed dates.

7. Receive the Preliminary Fiscal Year 2023/24 – 2027/28 Five-Year Capital Improvement Program Information and Provide Recommendations to the Town Council.

Public Works Director Nicolle Burnham introduced the item.

Opened Public Comment.

Rob Stump

- Commented on roadside fuel reduction and the weed abatement program; and suggested pursuing a public safety parcel tax for wildfire preparation and prevention, enhanced communication system, evacuation road width, Eucalyptus trees removal program, and water supply reinforcement.

Catherine Somers

- Commented on a long-term plan for the Los Gatos Boulevard, Downtown Streetscape Revitalization/Economic Recovery Efforts, and the holiday lights.

Closed Public Comment.

MOTION: Motion by **Chair Tinsley** that the Finance Commission recommends a report substantially in the format of Attachment four of the staff report with similar schedules for ongoing projects to be published more frequently than annually and include the project start dates and original budgets. **Seconded by Commissioner Howard.**

VOTE: Motion passed 5-0.

MOTION: Motion by **Chair Tinsley** that the Finance Commission recommends that the Town Council set hard spending limits on the projects that assume grant money. **Seconded** by **Commissioner Reiners**.

VOTE: Motion passed 5-0.

MOTION: Motion by **Chair Tinsley** that the Finance Commission recommends the Town Council approve the staff suggestion to add the three ongoing annual projects. **Seconded** by **Vice Chair Koen**.

VOTE: Motion passed 5-0.

MOTION: Motion by **Vice Chair Koen** that the Finance Commission recommends that the described projects be fully funded, and the description could be limited to a phase. **Seconded** by **Chair Tinsley**.

VOTE: Motion passed 5-0.

Commissioner Howard left the meeting at 7:00 p.m.

MOTION: Motion by **Chair Tinsley** that the Finance Commission recommends Council asks staff to project a realistic capital investment amount in the budget process going forward, specifically money from the General Fund. **Seconded** by **Vice Chair Koen**.

VOTE: Motion passed 4-0-1. (Commissioner Howard was absent)

8. Recommend that the Town Council Receive the Independent Accountants' Report on Agreed-Upon Procedures on Measure G Revenues and Expenditures for the Period of July 1, 2021, to June 30, 2022.

Finance Director Gitta Ungvari introduced the item.

Staff addressed Commissioners' questions.

Opened Public Comment.

No one spoke.

Closed Public Comment.

MOTION: Motion by **Chair Tinsley** that the Finance Commission recommends the Council receives the Independent Accountants' Report. **Seconded** by **Commissioner Reiners**.

VOTE: Motion passed 3-1-1. (Vice Chair Koen voted no and Commissioner Howard was absent)

9. Receive Actuarial Presentation on CalPERS Analysis – 6/30/2021 Valuation Report by Foster & Foster Actuaries and Consultants and Recommend Amortization Bases for Future Potential Additional Discretionary Payments (ADPs).

Finance Director Gitta Ungvari introduced the item. Foster & Foster Actuaries and Consultant representative Mary Beth Redding presented the CalPERS Actuary Valuation Report prepared as of 6/30/2021.

Commissioners discussed the item and asked questions. The consultant and staff addressed Commissioners' questions.

Opened Public Comment.

No one spoke.

Closed Public Comment.

MOTION: Motion by Vice Chair Koen that the Finance Commission recommends the Town Council consider paying off the longest Miscellaneous Plan bases if they are looking to do an additional discretionary payment. **Seconded by Chair Tinsley.**

VOTE: Motion passed 4-0-1. (Commissioner Howard was absent)

Items Pulled from Consent:

1. Approve Draft Minutes of the February 23, 2023, Finance Commission Meeting.

Vice Chair Koen asked if the minutes could reflect any additional information requests, so the Commission could track follow up. Staff stated they would follow up with the Clerk.

Opened Public Comment.

No one spoke.

Closed Public Comment.

MOTION: Motion by Commissioner Reinert to approve the approve draft minutes of the February 23, 2023, Finance Commission Meeting. **Seconded by Vice Chair Koen.**

VOTE: Motion passed 4-0-1. (Commissioner Howard was absent)

4. Receive the Monthly Financial and Investment Report (January 2023).

Vice Chair Koen asked about demand deposits and investments. Staff addressed Commissioners' questions.

Opened Public Comment.

No one spoke.

Closed Public Comment.

MOTION: Motion by Commissioner Reiners to receive the monthly Financial and Investment Report (January 2023). Seconded by Chair Tinsley.

VOTE: Motion passed 4-0 1. (Commissioner Howard was absent)

ADJOURNMENT:

The meeting adjourned at 8:29 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the April 17, 2023 meeting as approved by the Finance Commission.

/s/ Wendy Wood, Town Clerk