



Finance and Investment Committee Special Meeting Agenda
ZOOM Teleconference call - instructions below
Thursday, September 7, 2023, 4:00 p.m. Duxbury Conference Room
26379 Fremont Road, Los Altos Hills, CA 94022

Committee meetings are held in-person. As a courtesy, and in compliance with applicable state law, staff and members of the public may participate in the meeting in person at Town Hall or virtually via Zoom Video Conference.

To attend the meeting in person:

Duxbury Conference Room, 26379 Fremont Road, Los Altos Hills, CA 94022

To provide Public Comment in person:

Members of the public wishing to speak are requested to complete a speaker card and submit it to the City Clerk at the meeting.

To participate via Zoom Video Conference, please use the meeting information below:

If you wish to submit a public comment during the meeting, please use the following information. Before speaking, please identify yourself by name and where you reside.

Members of the public may participate and provide public comments in person or online meetings as follows:

Zoom address:

<https://us02web.zoom.us/j/89919188837?pwd=QW5RbTB4QmlhMDFQVFI0U2ZYMWhOZz09>

Meeting ID: 899 1918 8837

Passcode: 94022

Phone Number: +1 669 900 6833 US (San Jose)

1. Roll call (introduction of guests in audience, if any) Introductions:
2. Approval of minutes – FIC Meeting, Friday, June 9, 2023
3. Review of PFM June 30, 2023 Quarter Report- Wale Kajopaiye, Senior Managing Consultant
4. Review of OPEB Report June 30, 2023- Catherine McCloud, Principal/Consulting Actuary, MacLeod Watts
5. Discussion FIC Workplan 2023-2024- A. Epstein
6. Update on Proposed Code of Conduct- A. Epstein (Link to Current Code of Conduct)
7. Update Excess Building Permit Payments and CSG Refund- A. Epstein
8. Report on Finance activities of interest – Acting ASD Ms. Emelia Archer
9. Report on recent town activities of interest- City Manager Pirnejad
10. Report on recent Council activities of interest – Mayor Swan
11. Election of FIC Officers
12. Next FIC meeting: October 2, 2023
13. Topics for future meetings:
 - October 2, 2023 Regular Meeting- HdL presentation Property Tax, 2023/24 Council Priority List- initial discussion, status of accounting policies and procedures.
 - November 6, 2023 Regular Meeting- June 30, 2023 ACFR review and meeting with Maze audit partner, Review of PFM September 30, 2023 Quarterly Report, 2023/24 Council Priority List- finalize
14. Presentations from the floor
15. Adjournment

Notice to the Public

Any writings or documents provided to the Finance and Investment Committee regarding any item on the open session portion of the agenda will be made available for public inspection at the Town Clerk's office, 26379 Fremont Road, Los Altos Hills during normal business hours.

Distribution:

Public posting by Deborah Padovan

Email distribution by Deborah Padovan to Committee members and other invited attendees: Linda Swan (Mayor), Stan Mok (Vice Mayor), Peter Pirnejad, (Town Manager), Committee Members: Nathan Blair, Allan Epstein, Cheryl Evans, Kjell Karlsson, Jim Lai (Associate Member), Frank Lloyd (Associate Member), Susan Mason, Christopher Nam (associate member), Medha Rishi (associate member), Michele Raffin, Roddy Sloss,

Attachments (correspond to agenda item #):

2. [Draft Minutes for Friday, June 9, 2023 meeting](#)
3. [PFM June 30, 2023 Quarter Report](#)
4. OPEB Report June 30, 2023
5. [Workplan Worksheet](#)
6. [Proposed Code of Conduct](#)