



**FINANCIAL COMMISSION
MEETING MINUTES**

5:30 P.M., April 19, 2010

The Neutra House
181 Hillview Ave, Los Altos, California 94022

Call to Order

The meeting was called to order at 5:35 P.M.

Roll Call

Commission members present: Frank Emery, David Byrne, John Dixon, Donald Korn,
Paul Van Buren

Commission members absent: Chair Kevin Thompson, Vice Chair Al Hubbard

Staff Present: Russell Morreale, Staff Liaison

Pledge of Allegiance

The pledge to the flag was called for by Commissioner Emery and held

Public Comment

None

Consent Items:

Commission Minutes

1. The revised minutes of January 19, 2010 and the minutes of February 25, 2010 were reviewed and approved. A motion of approval was made by Commissioner Bryne, seconded by Commissioner Van Buren and unanimously approved.

Discussion

2. Investment Advisory Services

- Liaison Morreale provided an update on investment advisory services indicating that all necessary items are in order to begin the trading process. Morreale presented a draft portfolio, as prepared by PFM, indicating investments in Treasuries and Agencies up to \$15 million with the bulk of the investments in 2011 & 2012. This is consistent with the desire to remain short in duration and with a security mix made

up of US Government backed securities. Morreale also advised that Safekeeping has been established with Union Bank, the custody account where all cash and securities will be held independently.

3. FY 2010-2011 Budget

- Liaison Morreale provided a preview of the FY2010-2011 budget. In his remarks, Morreale reported that a Balanced budget will be presented to Council, although one that again includes cost cutting measures in response to a persistent revenue weak environment. Morreale indicated that we are fortunate to be able to balance, in an environment where so many cities cannot, yet must remain diligent in keeping expenditures down as we proceed through this recovery cycle.

4. Work Plan Update & Review

- Liaison Morreale recommended that this item be continued until the next meeting when more commissioners are present. Commissioner Emery moved continuance, seconded by Commissioner Korn and unanimously approved.

Commission Reports:

None

Adjournment

Commissioner Dixon moved adjournment with a second from Commissioner Korn. All agreed and the meeting adjourned at 6:25 P.M.

Respectfully Submitted,

Russell J. Morreale
Staff Liaison to the Financial Commission