



**Town of Atherton
FINANCE COMMITTEE AGENDA**

November 24, 2008

9:00 AM

**MEETING ROOM
COUNCIL CHAMBERS**

91 Ashfield Road
Atherton, California

REGULAR MEETING

- 9:00 A.M. 1. **ROLL CALL** Jerry Carlson, Kathy McKeithen
- 9:05 A.M. 2. **PUBLIC COMMENTS** (only for items which are not on the agenda - limit of three minutes per person)
- 9:10 A.M. 3. **REGULAR AGENDA**
REVIEW MINUTES OF OCTOBER 30, 2008, FINANCE COMMITTEE MEETING
- 9:15 A.M. 4. **REVIEW OF CURRENT INVESTMENT PORTFOLIO**
- 9:25 A.M. 5. **ENCUMBRANCES BUDGET**
- 9:35 A.M. 6. **DRAFT PURCHASING POLICY**
- 10:00 A.M. 7. **DRAFT FIXED ASSET POLICY**
- 10:15 A.M. 8. **CITY MANAGER AND FINANCE DIRECTOR UPDATE**
a) **Harris Conference - Financial Software Systems**
b) **Business License – MuniServices**
- 10:25 A.M. 10. **COMMITTEE MEMBER DISCUSSION – FUTURE AGENDA**
- 10:30 A.M. 11. **ADJOURN**

 Please contact the City Clerk's office at (650) 752-0500 with any questions

Pursuant to the Americans with Disabilities Act, if you need special assistance in this meeting, please contact the Park Program Manager at (650) 752-0534. Notification of 48 hours prior to the meeting will enable the Town to make reasonable arrangements to ensure accessibility to this meeting. (29 CRF 35.104 ADA Title II)