



**Special Meeting of the PHPDA Finance & Audit Committee
Wednesday, February 3, 2021
10:30 a.m. – 12:00 p.m.**

Meeting: <https://zoom.us> | Meeting ID: 853 2356 4528
<https://us02web.zoom.us/j/85323564528?pwd=Zjl6b2FWOEVNNOE5TMG5OQkowsWUyZz09>
Phone Option: +1 253 215 8782
Password: HISTORY (Numeric Password for Phone: 7387229)

AGENDA

Time*	Topic	Who will lead the discussion	ATT	Action to be taken
10:30-10:32	Call to Order Public Comment	Doris Koo		
	January 6, 2021 Finance Committee Minutes	Doris Koo	Att A	Approve minutes
10:32-10:40	Update on Program Committee and Grantmaking	John Kim		Information
10:40-10:55	Financial Stewardship			
<i>2 min</i>	Investment Update	Christina Bernard	Screen Share	Information
<i>3 min</i>	Updated PHPDA Employee Handbook	Christina Bernard	Att B	Action
<i>10 min</i>	Risk Management Check in	Christina Bernard	Att C	Information
10:55-11:10	Property Management			
<i>10 min</i>	Report on 2020 Tower Operating Expenses	Christina Bernard	Screen Share	Information
<i>5 min</i>	Review of 2020 Parking Income	Christina Bernard	Att D	Information
11:10-11:25	Committee Governance			
<i>15 min</i>	2021 Finance Committee Workplan	Doris Koo	Att E	Discussion/ Action
11:25-12:00	Real Estate			
<i>30 min</i>	Update on North Lot Project and PacMed Lease renewal	John Kim and Michael Finch		Information
<i>5 min</i>	Master Plan Update	John Kim		Information
10:30	Adjourn			

**Times are approximate*