



**CITY OF SARATOGA
COUNCIL FINANCE COMMITTEE**

ACTION MINUTES

DATE: January 9, 2008
TIME: 4:00 p.m. – 5:30 p.m.
LOCATION: Conference Room
Saratoga City Hall
13777 Fruitvale Avenue
Saratoga, CA 95070

ATTENDEES: Waltonsmith
ABSENT: Page
OTHERS IN ATTENDANCE: Furey

1. Approval of Prior Finance Committee Meeting Minutes:

- *Action Item - Postponed due to lack of quorum*

2. Oral & Written Communications: n/a

3. Old Business:

A. Business License Compliance Audit Update

- *Action Item – None*
Staff reported audit consultant had not yet replied as to their interest in providing audit services which are limited to current year only, or to provide an alternative audit option.

B. Uniform Public Contract Code Update

- *Action Item – None*
Staff repeated the prior month's agenda item information regarding Public Contract Code requirements and variances between formal and informal bids, and the City's current resolution for the committee member absent from the prior meeting

4. New Business:

A. Accounting / Budgeting Training

- *Action Item – None*

B. Flat Fee Refunds

- *Action Item – None*

Staff noted that there is no current provision for refunds in the fee schedule, and this would be addressed in the upcoming annual fee schedule review

C. Mid-Peninsula Housing Loan Restructure/Subordination Status

- *Action Item – None*

Staff reviewed the prior Council meeting discussion and the Council's direction for Mid-Peninsula to meet with staff in January to provide a more complete request and financial information