



CITY OF SARATOGA COUNCIL FINANCE COMMITTEE ACTION MINUTES

DATE: October 18, 2013
TIME: 8:00 a.m.
LOCATION: Conference Room
Saratoga City Hall
13777 Fruitvale Avenue
Saratoga, CA 95070

ATTENDEES: Miller, Cappello

ABSENT:

OTHERS IN ATTENDANCE: Staff members Anderson, Furey, Bothelio, Babcock, Taylor, Balbuena, Salindong, and Sheldon Chavan (auditor) and Paul Hansen (resident)

1. Approval of Prior Finance Committee Meeting Minutes:

- *Action Items – September 9, 2013 minutes approved*

2. Oral & Written Communications:

- *N/A*

3. Old Business

A. Multi-Functional Peripheral Devices

- *Action Item – proceed with RFP proposals*

4. New Business

A. Arrowhead Water Association Presentation

- *Action Item – City Clerk to prepare a staff report to bring Arrowhead Water proposal to Council.*

B. Budget-in-Brief

- *Action Item – review and discuss pamphlet format and information*

C. Hakone insurance reimbursement

- *Action Item – Insurance payment to be added to Mid-Year Budget Adjustment*

D. McWilliams House CIP

- *Action Item – M Taylor to work with HPC to finalize appropriate funding use*

E. Audit Status

- *Action Item – Auditor to prepare draft ‘Council’s role in Finance overview’ to be used in Council orientation trainings*

F. Next Meeting Time/Date

- *Action Item – next meeting scheduled for November 15, 2013*

5. Adjournment