CITY OF SARATOGA
COUNCIL FINANCE COMMITTEE

AGENDA

DATE: **December 19, 2013**

TIME: **8:00 a.m.**

LOCATION: **Conference Room**
Saratoga City Hall
13777 Fruitvale Avenue
Saratoga, CA 95070

1. **Call to Order**

2. **Roll Call:** Miller, Lo

3. **Report on Posting of the Agenda:** Pursuant to Government Code Section 54954.2, the agenda for this meeting was properly posted on December 16, 2013.

4. **Approval of Finance Committee Meeting Minutes for:** November 15, 2013

5. **Oral & Written Communication**
   Any member of the public may address the Committee about any matter not on the agenda for this meeting for up to three minutes. *Committee members may not comment on the matter but may choose to place the topic on a future agenda.*

6. **Old Business**
   A. None

7. **New Business**
   A. Harhay Loan
   B. CalPERS Service Credit Purchase Option
   C. Council Retreat Items – February 7th
      a) Current year Financial Update & Mid-Year Budget Adjustments
      b) 5 year Forecast
      c) CIP Review
      d) Finance Policies?
   D. Advance Planning Fees/CIP structure
   E. 2014 Finance Committee Workplan Ideas
      a) Financial Policy Review
      b) Staff report financial impacts review
      c) Annual Fee Schedule Update
      d) Operating & CIP Budgets
      e) Rotating Audits – i.e. Property Tax, Franchise Fees, TOT, Utility Billings
      f) Sheriff Contract Negotiations
      g) Business License Ordinance Update

F. Fund Balance Reserves – Current Terminology
G. 2014 Budget Calendar
H. Next meeting date (proposed) – January 24th

8. Adjournment

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact the City Clerk's Office at (408) 868-1269 or by email at ctclerk@saratoga.ca.us. Requests must be made as early as possible and at least one full business day before the start of the meeting.

In accordance with the Ralph M. Brown Act, copies of the staff reports and other materials provided to the members of the legislative body by City staff in connection with this agenda are available at the office of the City Clerk at 13777 Fruitvale Avenue, Saratoga, CA 95070. Note that copies of materials distributed to the legislative body concurrently with the posting of the agenda are also available on the City Website at *www.saratoga.ca.us*. Any materials distributed by staff after the posting of the agenda are made available for public review at the office of the City Clerk at the time they are distributed to the legislative body.

Certificate of Posing of Agenda:

I, Mary Furey, Finance and Administrative Services Director for the City of Saratoga, declare that the foregoing agenda for the meeting of the Council Standing Finance Committee of the City of Saratoga was posted on December 16, 2013, at the office of the City of Saratoga, 13777 Fruitvale Ave., Saratoga, CA 95070 and was available for public review at that location. The agenda is also available on the City's website at www.saratoga.ca.us.

Signed this 16th day of December, 2013 at Saratoga, California.

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Mary Furey, Finance and Administrative Services Director
mfurey@saratoga.ca.us

Future Items:

- Bonnet Way LLD
- Franchise Fee Audits
- Property Tax Audit
- TOT Audit
- Utility Audit
- Collection Agency RFP
- Finance Policies
- Administrative Policies
- Strategic Plan
- Website Update
- Sheriff Negotiations