



CITY OF SARATOGA COUNCIL FINANCE COMMITTEE ACTION MINUTES

DATE: January 22, 2014
TIME: 8:00 a.m.
LOCATION: Conference Room
Saratoga City Hall
13777 Fruitvale Avenue
Saratoga, CA 95070

ATTENDEES: Miller, Lo

ABSENT:

OTHERS IN ATTENDANCE: Staff members Anderson, Furey, Babcock, Cabute

1. Approval of Prior Finance Committee Meeting Minutes:

- *Action Items – December 19, 2013 Minutes approved*

2. Oral & Written Communications:

- *N/A*

3. Old Business

- None

4. New Business

A. Council Retreat Review

- *Action Item – Budget status – none*
- *Action Item – Forecast - none*
- *Action Item – CIP Review*
 - *Direction on presentation – review by categories/format*
 - *Prepare CIP Process policy for retreat (include CIP Candidate section)*
 - *Direction on GP Update and Technology Fee changes - accounting methodology, not candidate project*

B. Finance Policies

- *Action Item – Finance Policy and Fund Balance Reserve postponed to next meeting*

C. Next Meeting Time/Date

- *Action Item – Set meeting for February 13th at 8am; include the following agenda topics:*
 - i. *Council Retreat Follow-up*
 - ii. *Finance and Fund Balance Reserve Policy Reviews*

5. Adjournment