



CITY OF SARATOGA COUNCIL FINANCE COMMITTEE ACTION MINUTES

DATE: February 6, 2015
TIME: 8:30 a.m.
LOCATION: Admin Conference Room
Saratoga City Hall
13777 Fruitvale Avenue
Saratoga, CA 95070

ATTENDEES: Miller, Cappello

ABSENT:

OTHERS IN ATTENDANCE: Staff members: Lindsay, Furey, McFarlane, Bretschneider, Riordan, Bothelio

1. Approval of Prior Finance Committee Meeting Minutes:

A. Action Items – *December 1, 2014 Minutes approved*

2. Oral & Written Communications:

A. N/A

3. Old Business

A. Capital Improvement Process Policy

- Action Item – *for next year: add fiscal year project was adopted, and dollar amounts to be expended this fiscal year / carried over to next fiscal year onto current project budget sheets for review during CIP Process.*
- Action Item – *Development Reserve policy to be revised for project / expense appropriation and then included in Finance Policy for review at Budget Study Session.*

4. New Business

A. Council & Commission Expense Policy

- Action Item – *bring revised policy to Council for approval*

B. Village Façade Improvement Program

- Action Item – *bring revised policy to Council for approval with direction for Finance Committee to approve façade applications (in lieu of former Village Ad Hoc approval).*

C. Mid-Year Budget Report Review

- Action Item – *separate the UAL discussion and budget resolution into a separate report from Mid-Year Budget review. City Manager to present reports.*

D. Budget Calendar

- Action Item – *none*

E. Committee Items

- Action Item – *Queue up a Facility status and needs review for refined Facility Infrastructure Reserve discussion*
- Action Item – *Queue up Purchasing Policy for review*

F. Next meeting date

- Action Item – *schedule meeting for March 6th, 8:30am.*

5. Adjournment