



# CITY OF SARATOGA COUNCIL FINANCE COMMITTEE ACTION MINUTES

**DATE:** April 3, 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, Babcock, Taylor, Riordan,  
Member of the Public: Bernald

**1. Approval of Prior Finance Committee Meeting Minutes:**

A. Action Items – *March 6, 2015 Minutes approved*

**2. Oral & Written Communications:**

A. N/A

**3. Old Business**

A. Remaining UAL obligation and repayment of Fiscal Stabilization Reserve \$1 million loan.

- Action Item – *Directed staff to incorporate a \$500,000 current year loan repayment into proposed budget, and \$250,000 repayments in 2015/16 and 2016/17.*
- Action Item – *Include \$500,000 UAL payment to CalPERS in budget, and add policy statement to state the Council's intent is decrease UAL with minimum \$500,000 annual payments.*

**4. New Business**

A. Village Façade Grant Application Review

- Action Item – *Minicakes - program allowable façade refunding approved*

B. Fee Schedule Update

- Action Item – *Revise Park Rental section to include statement 'Rates do not apply to Sport User Groups with separate City contracts.' All other changes approved.*

C. EV Station analysis

- Action Item – *bring back further analysis on Village EV Stations at meeting following budget to include incremental costs associated with Software management programs, find out who benefits from Library solar (City or Library building?)*

D. Proposed Budget Review

- Action Items:
  - *UAL – bring discussion to Budget Study Session with explanation and recommended payment and policy statement*
  - *Sheriff Costs – staff to further analyze impacts for service levels and future PERS costs and discuss further at Budget Study Session. Show summary information past and future – with actuals above or below cap (and refund)*
  - *Community Grants – For Study Session: leave \$22,000 Adult Day Care funding in place, remove \$20,000 Destination Saratoga funding, leave other annual support funding highlighted for discussion*

- *Community Events – fine as presented – determined by Council earlier*
- *Council Budget – put in \$9,000 for training*
- *Commission Budget – okay with Youth and Planning Commission increases, HPC funding rollover*
- *Internal Service Funds – fine as presented*
- *CIP – Present one page explanation of CIP changes since Council Retreat and the Finance Committee’s recommendations*

E. Fiscal Policy Updates

- Working Capital/Fiscal Stabilization Reserves
  - *Action Item – bring back Working Capital/Fiscal Stabilization Reserve funding level analysis in September*
- Development Reserve
  - *Action Items: None*
- Facility Infrastructure Reserve
  - *Action Items: bring to Budget Study Session for discussion of purpose, along with property appraisal information*

A. Committee Items

- *Action Item – bring back EV Station profit analysis after budget*
- *Action Item – bring back Working Capital/Fiscal Stabilization Reserve funding level analysis in September*

B. Next FC meeting date

- *Action Item – schedule meeting for Friday, May 1<sup>st</sup> at 8:30am.*

5. **Adjournment**