



CITY OF SARATOGA

COUNCIL FINANCE COMMITTEE

ACTION MINUTES

DATE: November 10, 2015
TIME: 8:00 a.m.
LOCATION: Council Conference Room
Saratoga City Hall
13777 Fruitvale Avenue
Saratoga, CA 95070

ATTENDEES: Miller, Cappello

ABSENT:

OTHERS IN ATTENDANCE: Staff members: Lindsay, Furey, McFarlane, Babcock
Auditor: Sheldon Chavan, Chavan & Associates

1. Approval of Prior Finance Committee Meeting Minutes:

- a) September 4, 2015 Minutes approved

2. Oral & Written Communications:

- a) N/A

3. Old Business

A. Operating Fund Balance Reserve Policy

- Action Item – *Bring item back to next meeting (scheduled for Dec 11th). Send current Reserve Policies to Finance Committee members for review.*
- Action Item – *Prepare proposed policy revisions to annual Street Resurfacing CIP funding to increase funding goal from \$1 million to \$2 million.*
- Action Item – *Prepare proposed policy revisions for priority funding. Group requirements to allow Council to provide direction on funding allocations as needed.*
- Action Item – *Review Storm Drain funding needs and prepare proposed reserve and/or funding policy for Finance Committee Review. Look into Storm Drain Master Plan.*
- Action Item – *Review Parks funding needs and prepare proposed reserve and/or funding policy for Finance Committee Review.*
- Action Item – *Michael Taylor to find Community Center Master Plan and present to Finance Committee*

4. New Business

A. FY 2014/15 Audit Reports

- Action Item – *Received report, no action required.*

B. Community Event Grants

- Action Item – *Received report, recommended a \$35,000 budget for Community Event grant funding be brought to Council, and additional funding for one full day (\$20,000) and one partial day (\$10,000) street closure event. Recommended funding is to be brought to Council for discussion at the December 16th meeting.*

C. False Alarm Fine Appeal

- Action Item – *Received report, approved fine reduction for portion of false alarms.*

D. SVCCEP Funding

- Action Item – *Received report, bring cost back to next Finance Committee meeting for further discussion.*

E. Code Enforcement Funding

- Action Item – *Received report, bring request for a Contract Service contract and \$50,000 budget adjustment to Council for discussion*

F. CIP Funding and priority policy for FY 2016/17

- Action Item – *Received report, bring recommended revisions to combine Street Resurfacing Project, Residential Street Reconstruction, and four miscellaneous roadway infrastructure system projects (sidewalks, storm drains, curb & gutters, bridges) back to next Finance Committee meeting for further discussion.*

G. Committee Items

- Action Item – *None.*

H. Next FC meeting date

- Action Item - *Set next meeting date for Friday, December 11, 2015 at 8am*

5. Adjournment