



CITY OF SARATOGA

COUNCIL FINANCE COMMITTEE ACTION

MINUTES

DATE: January 29, 2018
TIME: 11:30 a.m.
LOCATION: Administration Conference Room
Saratoga City Hall
13777 Fruitvale Avenue
Saratoga, CA 95070

TELECONFERENCE LOCATION:
14398 Evans Lane
Saratoga, CA

PRESENT: Council Members: Miller, Mayor Bernald by Teleconference
ABSENT: None
ALSO PRESENT: Staff members: Lindsay, Furey, McFarlane, Bothelio, Cherbone, Cabute

1. Approval of Prior Finance Committee Meeting Minutes:

A. December 7, 2017 Minutes approved

2. Oral & Written Communications:

A. None

3. Old Business

A. Employee Retention Strategies

- Action Item – *Bring Employee Retention ideas to Council Retreat for Council discussion.*

4. New Business

A. Weekend Sign Enforcement Funding

- Action Item – *Put sign code enforcement status out as newsletter item to gauge interest.*

B. Council Retreat Finance Review: Fiscal Policies, Mid-Year Budget Status, Five Year Forecast, and PERS Projections • Action Items:

1. *Add summary view of Budget Calendar/Budget Process Overview at beginning of Finance Review session.*

2. *Submit Financial Policies to Council at retreat with deadline for feedback /suggestions (for grammatical/clarification changes.). Bring back to Council for any proposed policy changes at Budget Study Session.*
3. *Review Development Reserve and Fiscal Stabilization policies and provide Finance Committee recommendation to merge into one reserve.*
4. *Present proposed budget adjustments and revisit in CIP funding priority discussion.*
5. *Present Five-Year Forecast, focusing on explaining the upcoming CalPERS changes, SCC Sheriff UAL cost impacts and options for funding upcoming increases.*
6. *Review Capital Improvement Reserve funding availability and capital project funding requests. Provide updated project worksheets.*

C. **Committee Workplan**

- *Action Item –Next meeting discuss Finance Policies. Send Finance Policies packet to Council prior to Finance Committee meeting.*

D. **Next FC meeting date – TBD**

- *Action Item – Staff to work out meeting calendar and schedule Finance Committee meetings following Agenda Setting meetings.*

5. Adjournment