

**MINUTES
SARATOGA CITY COUNCIL FINANCE COMMITTEE
REGULAR MEETING
MARCH 24, 2022**

CALL TO ORDER

The meeting was called to order at 3:30 p.m. via Zoom.

ROLL CALL

Present: Mayor Tina Walia, Vice Mayor Kookie Fitzsimmons, Council Members Mary-Lynne Bernald, Yan Zhao

Also Present: James Lindsay, City Manager
Crystal Bothelio, Assistant City Manager
Nick Pegueros, Administrative Services Director
Agnes Pabis, Finance Manager
Gina Scott, Administrative Analyst

ORAL COMMUNICATIONS ON NON-AGENDIZED ITEMS

None

AGENDA ITEMS

1. Finance Committee Minutes

Recommended Action:

Review and approve the minutes for the February 17, 2022 meeting.

FITZSIMMONS/WALIA MOVED TO **APPROVE THE MINUTES FOR THE FEBRUARY 17, 2022 MEETING**. MOTION PASSED BY VERBAL ROLL CALL. AYES: FITZSIMMONS, WALIA. NOES: NONE. ABSTAIN: NONE.

2. Review Financial Policies

Recommended Action:

Receive and review policies and provide direction to staff.

Administrative Services Director Nick Pegueros presented report on current policies and suggested edits.

WALIA/FITZSIMMONS MOVED TO **ASK STAFF TO WORK ON POLICY LANGUAGE KEEPING SOME OF THE CONTEXT AND MODIFYING LANGUAGE TO REFLECT THE INTENT OF BOTH THE ROADS AND FACILITY REPLACEMENT FOR THIS RESERVE GOING FORWARD, IN A MANNER THAT IS EASY TO READ; KEEPS HISTORICAL CONTENT IN PLACE AND THE PCI GOAL AT 70 UNDERSTANDING THAT THERE IS A LOT OF WORK AHEAD; AND, ALLOW FOR**

ADDITIONAL FUNDS TO BE AVAILABLE TO REDUCE THE DECLINE OF THE PCI OF THE ROADS. MOTION PASSED BY VERBAL ROLL CALL. AYES: FITZSIMMONS, WALIA. NOES: NONE.

3. Format Update to Monthly Treasurer’s Report

Recommended Action:

Receive and review Treasurer’s Report format and provide direction to staff.

Administrative Services Director Nick Pegueros presented report on suggested format changes to the current Treasurer’s Report.

WALIA/FITZSIMMONS MOVED **TO RECOMMEND THAT COUNCIL LOOK AT ATTACHMENTS B & C TOGETHER AS THE NEW FORMAT GOING FORWARD WITH THE ADDITION OF THE INFORMATION REGARDING FUND BALANCE BUT NOT IN A BAR CHART FORMAT.**

MOTION PASSED BY VERBAL ROLL CALL. AYES: FITZSIMMONS, WALIA. NOES: NONE.

4. Master Fee Schedule Discussion (no written staff report)

Recommended Action:

Discuss options for master Fee Schedule updates.

Administrative Services Director Nick Pegueros provided a presentation on the Fee Schedule.

WALIA/FITZSIMMONS MOVED **TO RECEIVE THE REPORT AND RECOMMENDED THE 2% INCREASE TO THE FEES AS SUGGESTED BY STAFF INCLUDING ROUNDING FEE AMOUNTS UP TO \$5.00 INCREMENTS.**

MOTION PASSED BY VERBAL ROLL CALL. AYES: FITZSIMMONS, WALIA. NOES: NONE

ADJOURNMENT

The meeting was adjourned at 5:01 p.m.

Minutes respectfully submitted:

Gina Scott, Administrative Analyst
City of Saratoga