

**MINUTES**  
**FINANCE COMMITTEE**  
**February 21, 2012**

**CALL TO ORDER:** 5:23 p.m.

City Hall Reception Area Conference Room  
4845 Casa Loma Avenue

**ROLL CALL PRESENT:** Mayor Schwing  
Mayor Pro-Tem Lindsey

**STAFF PRESENT:** City Manager Rudometkin  
Finance Director Christian

**PUBLIC PRESENT:** None

**APPROVAL OF MINUTES:** The February 7, 2012 minutes were approved by Mayor Pro Tem Lindsey

**PUBLIC COMMENT:** No comments from the Public

**DEPARTMENT REPORTS:**

The Accounts Payable Warrant Register for February 21, 2012 was reviewed by the Committee with comments and/or inquiries about the following check(s):

- Check No. 53038 – Animal Pest Management Services: the Committee members asked whether coyotes were being shot or only trapped, and if these services were provided under an annual contract. Staff responded that the trapper still has the authority to shoot coyotes when necessary and that the services are provided on an as-needed basis.
- Check No. 53052 – Bank of America: the Committee members inquired about the nature of some of the conference and seminar registrations being paid for with the City credit card. Staff described some of the conferences and seminars attended by staff and informed the Committee that since these items are included in the budget, each department is free to make the necessary arrangements for attendance without having to get City Manager approval for each instance, except where out of town or overnight travel is involved in which case City Manager approval is required.
- Check No. 53234 – Willdan Financial Services: the Committee members asked about this payment for solid waste audit services and staff updated the Committee on the status of the audit and indicated that the process was moving along as planned.

In addition, staff responded to the following items from previous Finance Committee meetings:

- The Committee members had previously asked why certain outside contractors are not given City vehicles to use instead of charging us mileage and staff reported back that this is not typically done on a regular basis due to the limited availability of vehicles and that there may also be a liability issue with the City's vehicle insurance coverage.
- The Committee members had also previously asked if staff had contacted CalPERS to schedule a meeting with a representative to deliver a brief presentation to the Committee. Staff reported that they had contacted our actuarial representative at CalPERS who would be willing to visit the City to give a brief presentation and answer any questions the Council might have. Staff was then instructed to proceed with setting up this presentation.

**MATTERS PRESENTED BY THE COMMITTEE:** None

The Finance Committee meeting adjourned at 5:40 p.m.