

MINUTES
FINANCE COMMITTEE
June 19, 2012

CALL TO ORDER: 5:18 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 June 5, 2012 minutes were approved by Mayor Pro Tem Lindsey

PUBLIC COMMENT: No comments from the Public

DEPARTMENT REPORTS:

Staff responded to an item from the previous meeting regarding the overtime billing from the Brea Police Department for the quarter ended March 31, 2012. Staff was asked to obtain some assurance that the hours billed were accurate, and after an analysis of the invoice was made, staff was preparing to review a sampling of timesheets to determine the accuracy of the invoice. During this process, staff spoke with Captain Gregg Hayden who informed us that he personally reviews each timesheet and had no reason to believe that either the timesheets or the invoice was anything less than accurate. Staff felt that this assurance was adequate.

In addition, the Accounts Payable Warrant Register for June 19, 2012 was reviewed by the Committee with comments and/or inquiries about the following check(s):

- Check No. 54686 – Dave Bang Associates, Inc.: the Committee members inquired about this expenditure for picnic tables and why we used this particular vendor. Staff responded that picnic tables are routinely replaced as they wear out or fall into disrepair. This vendor is used because they provide the type of tables the City prefers to use which have been proven to work best in our parks.
- Check No. 54801 – Templeton Planning Group: the Committee members asked about the nature of this expenditure and staff informed them that it was for an environmental impact report related to the rezoning of the school district property located adjacent to City Hall.

MATTERS PRESENTED BY THE COMMITTEE: None.

The Finance Committee meeting adjourned at 5:28 p.m.