

MINUTES
FINANCE COMMITTEE
August 21, 2012

CALL TO ORDER: 5:15 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

PUBLIC PRESENT: None

APPROVAL OF MINUTES: The July 17, 2012 minutes were moved for approval by Mayor Pro Tem Lindsey

PUBLIC COMMENT: No comments from the Public

DEPARTMENT REPORTS:

Staff responded to an item from the previous meeting regarding payments made to two different vendors for horse trail grading. Staff informed the Committee that although two separate checks were issued with different vendor names, the payments were in fact made to the same company. This was caused by the vendor using a “dba” name on one of their invoices which resulted in our system issuing a separate check.

The Accounts Payable Warrant Registers for August 7 and 21, 2012 were reviewed by the Committee with comments and/or inquiries about the following checks:

- Check No. 55261 – City of Brea: The Committee members inquired about the overtime billing for the Brea Police Department and why some billing items are charged as straight time as opposed to time-and-a-half. Staff informed the Committee that this quarterly billing was back to a normal amount and that some line items are billed at straight time for specific purposes which is in accordance to how the officers are paid per their own employment agreement.
- Check No. 55303 – Rutan & Tucker LLP: The Committee members inquired about the Successor Agency billing and if Bill Ihrke’s time is being charged there. Staff confirmed that all of Mr. Ihrke’s time is related to the Successor Agency and is billed there accordingly.
- Check No. 55322 – Willdan Geotechnical: The Committee members asked about the nature of these services for La Palma improvements. Staff responded that it appeared to be repair work but would have to find out.

- Check No. 55376 – Dunn-Edwards Corporation: The Committee members wanted to know what paint work was being performed and staff informed them that it was for City Hall and the Council Chambers.
- Check No. 55535 – City of Brea: The Committee members asked about the credits related to this payment and staff informed them that these are revenues collected by Brea for vehicle fines and booking fees and remitted to Yorba Linda in the form of credits.
- Check No. 55569 – EBSCO: The Committee members inquired about the nature of this payment for newspaper subscriptions for the Library and staff informed them that they would find out.
- Check No. 55603 – Karen Warner Associates: The Committee members asked about the nature of this payment and staff responded that it is for the Housing Element.
- Check No. 55670 – Stantec Consulting Service: The Committee members inquired if the City had received any funds from OCTA on this project and staff informed them that while we have an agreement with OCTA, no funds have been received yet, or was any funding included in the budget.

MATTERS PRESENTED BY THE COMMITTEE: None.

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