

**MINUTES**  
**FINANCE COMMITTEE**  
**September 18, 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 August 21, 2012 minutes were moved for approval by Mayor Pro Tem Lindsey

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

**DEPARTMENT REPORTS:**

Staff responded to two items from the previous meeting. The first regarding a payment to Willdan Geotechnical for work performed on La Palma Avenue. Staff informed the Committee that the work was part of a project submittal to OCTA for potential grant funding as a backup to a project on Yorba Linda Boulevard. The second item was regarding a payment to EBSCO for materials used at the Library. Staff informed the Committee that the Library has contracted with EBSCO to provide both print periodical collections as well as electronic magazine collections and other databases.

The Accounts Payable Warrant Registers for September 3 and 18, 2012 were reviewed by the Committee with comments and/or inquiries about the following checks:

- Check No. 55743 – Laura Deutsch and No. 55833 – Shelly Saunders: The Committee members inquired about these two payments for recreation classes due to their similarities in amount and description. Staff informed the Committee that there has typically been two instructors providing identical toddler classes and that matching payments are to be expected.
- Check No. 55767 – Harris & Associates, Inc.: The Committee members asked about the status of this contract and the ability of the City to spend bond proceeds. Staff responded that Harris has been directed to proceed within certain guidelines and that staff is continuing to work with the state to obtain approval for use the 2011 bond proceeds on the Town Center Project.
- Check No. 55889 – Bastanchury Holding Company: The Committee members asked about the release of this cash bond and what project it is related to. Staff informed the Committee that this was related to the Hover Development Tract

project and that it is very typical to reduce and refund the cash bond as significant work has been completed.

- Check No. 55897 – City of Brea: The Committee members inquired about this payment for police services for the month of August and if the amount had been reduced due to lower activity on the Traffic Citation Report or for various personnel leaves of absence. Staff responded that this invoice represented a full monthly billing without any reductions.
- Check No. 55943 – Haitbrink Asphalt Paving: The Committee members asked about the nature of this payment for a wall around the San Antonio property and staff informed the Committee that this is the Kruger property which did not previously have adequate protection against the mud slides and that this was necessary to prepare the property for resale.
- Check No. 56009 – RJM Design Group, Inc.: The Committee members asked if this was work that the City would get reimbursed for and staff responded that this was additional design work required by the City and that it was at our expense.
- Check No. 56061 – Yorba Linda Mobil Service: The Committee members inquired about the purchase of fuel for mowers and why we didn't use our own fuel. Staff responded that they would find out.

**MATTERS PRESENTED BY THE COMMITTEE:** None.

The Finance Committee meeting adjourned at 5:34 p.m.