

MINUTES
FINANCE COMMITTEE
October 2, 2012

CALL TO ORDER: 5:17 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 September 18, 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 the purchase of fuel from Yorba Linda Mobile Service for lawn mowers and why we didn't use our own fuel station at the city yard. Staff informed the Committee that the lawn mowers required diesel fuel which was not available at the city yard.

The Accounts Payable Warrant Register for October 2, 2012 was reviewed by the Committee with comments and/or inquiries about the following checks:

- Check No. 56084 – Boz Enterprises, Inc.: The Committee members inquired about the appraisal for the San Antonio property and staff informed them that it appraised at \$700,000 which is the starting point for accepting bids to purchase the property.
- Check No. 56086 – City of Brea: The Committee members asked about the nature of this purchase for dispatch radios and staff responded that these were items approved in the prior year budget but anticipated to be spent in the current year and radios needed to be replaced.
- Check No. 56091 – Jerald & Deborah Carpenter: The Committee members inquired about this easement vacation and the nature of this payment. Staff informed the Committee that this was part of a larger easement vacation that Council approved in order to have homeowners maintain their own properties. Staff also mentioned that this payment is a one-time reimbursement for costs incurred by the homeowner for irrigation and landscape conversion.

- Check No. 56107 – Croxton Electirc: The Committee members asked if the electrical repairs at Eastside Park were related to vandalism and staff responded that they would find out.
- Check No. 56124 – Fairway Ford Sales, Inc.: The Committee members wanted to know why we were purchasing keys for our vehicles and staff responded that they would find out.
- Check No. 56150 – Leah Kabbara: The Committee members asked if this was for right-of-way acquisition for the Bastanchury road widening project and staff informed them that this was for engineering services.
- Check No. 56222 – Tom Frost Golf, Inc.: The Committee members inquired about the nature of these auditing services and why they couldn't be provided in-house. Staff responded that the audit covered operational compliance with the Kemper agreement and that an outside third party provided a certain level of independence that an in-house audit could not.

MATTERS PRESENTED BY THE COMMITTEE: None.

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