

MINUTES
FINANCE COMMITTEE
December 18, 2012

CALL TO ORDER: 5:19 p.m.

City Hall Reception Area Conference Room
4845 Casa Loma Avenue

ROLL CALL PRESENT: Mayor Lindsey
Councilmember Schwing

STAFF PRESENT: City Manager Rudometkin
Finance Director Christian

PUBLIC PRESENT: None

APPROVAL OF MINUTES: The December 4, 2012 minutes were moved for approval by Councilmember Schwing

PUBLIC COMMENT: No comments from the Public

DEPARTMENT REPORTS:

The Accounts Payable Warrant Register for December 18, 2012 was reviewed by the Committee with comments and/or inquiries about the following checks:

- Check No. 57071 – City of Brea: The Committee members asked if this payment for police services was the regular monthly amount and staff confirmed that it was.
- Check No. 57087 – County of Orange: The Committee members asked if this payment for animal care services was a quarterly or annual payment and staff confirmed that it was a quarterly payment.
- Check No. 57091 – CWA AIA, Inc.: The Committee members inquired about this payment for a site study for a new library and staff informed the Committee that a report would be coming to the full City Council in the near future.
- Check No. 57122 – Hartzog & Crabill, Inc.: The Committee members asked why the services related to adjusting the traffic signals for the Fiesta Days Parade were being paid by the City and not by the Fiesta Days organizers. Staff responded that an invoice is being prepared to send to the Fiesta Days organizers which includes all costs incurred by the City for the parade.
- Check No. 57156 – National Retail: The Committee members inquired about this purchase for light bulbs in the Council chambers after light bulbs had already been donated. Staff informed the Committee that there were not enough

donated bulbs to cover the chambers which required the purchase of additional bulbs.

- Check No. 57179 – Professional Mobile Remodeling: The Committee members inquired about this payment for a roof replacement at a residential property and staff informed them that this project is funded through the Community Development Block Grant program.
- Check No. 57189 – Richard Fisher Associates: The Committee members asked why these landscape inspection services are contracted out and not performed in house. Staff responded that the nature of the work and the funding from developer deposits makes it more conducive to contracting it out.

MATTERS PRESENTED BY THE COMMITTEE: None.

The Finance Committee meeting adjourned at 5:33 p.m.