

MINUTES
FINANCE COMMITTEE
JULY 16, 2013

CALL TO ORDER: 5:29 P.M.

City Hall Reception Area Conference Room
4845 Casa Loma Avenue

ROLL CALL PRESENT: Mayor Pro Tem Young
Councilmember Schwing

STAFF PRESENT: Assistant City Manager/Finance Director Christian
Financial Services Manager Leung

PUBLIC PRESENT: None

APPROVAL OF MINUTES: The July 2, 2013 minutes were moved for approval
By Councilmember Schwing

PUBLIC COMMENT: No comments from the Public

DEPARTMENT REPORTS:

The Accounts Payable Warrant Register for July 16, 2013 was reviewed by the Committee with comments and/or inquiries about the following checks:

- Check No. 59701 – Animal Pest Management Svc. Inc.: The Committee members wanted to know the whereabouts of the locations serviced and whether the County’s vector control department is supposed to be involved. Staff responded that a follow up will be made with the Public Works department regarding the Committee members’ inquiries.

- Check No. 59762 & 59764 – Imperial Sprinkler Inc. & John Deere Landscape.: The Committee members wanted to know the differences between the costs of controllers purchased from these two different vendors and why wasn't it standardized if they were the same product. Staff responded that a follow up will be made with the Public Works department.
- Check No. 59819 – Specialized Cleaning Contr. Inc.: The Committee members wanted to know whether graffiti clean-up costs are being tracked and whether the Public Safety department is aware of them since they could be related to gang markings. Staff responded that a follow up will be made with the departments involved.
- Check No. 59857 – CA Insurance Pool Authority: The Committee members wanted to know what "EPL" stands for and where these costs are reflected in the budget. Staff responded that EPL might be related to an employee assistance program that offers counseling, financial advice and other assistance to employees. However, staff will confirm with the Administration Department on the definition of EPL. Staff also responded that these insurance premiums are reflected in the division of Risk Management under the Administration Dept.

In addition, staff followed up on an item from the previous Finance Committee meeting regarding a payment to Community Senior Services for transportation services. The services provided were for the delivery of hot meals to the Community Center for the Senior Meals Program. Since the kitchen is unavailable during construction, the regular meals cannot be heated and therefore need to be delivered fully prepared.

MATTERS PRESENTED BY THE COMMITTEE: None.

The Finance Committee meeting adjourned at 5:37 p.m.