

MINUTES

FINANCE COMMITTEE

OCTOBER 1, 2013

CALL TO ORDER: 5:03 P.M.

City Hall Reception Area Conference Room
4845 Casa Loma Avenue

ROLL CALL PRESENT: Mayor Pro Tem Young
Councilmember Schwing

STAFF PRESENT: City Manager Pulone
Assistant City Manager/Finance Director Christian
Parks & Recreation Director Calkins
Financial Services Manager Leung
Kemper Sports General Manager Heyn
Kemper Sports Regional Operations Executive Becker

PUBLIC PRESENT: None

APPROVAL OF MINUTES: The September 17, 2013 minutes were moved for approval by Councilmember Schwing.

PUBLIC COMMENT: No comments from the Public

DEPARTMENT REPORTS:

The Accounts Payable Warrant Register for October 1, 2013 was reviewed by the Committee with comments and/or inquiries about the following checks:

- Check No. 60796 & 60895 – Civilsorce & Roy Allan Slurry Seal: The Committee members inquired about the use of two different vendors for slurry sealing. Staff responded that Civilsorce was for inspection services and construction management while Roy Allan Slurry Seal was for the construction costs.
- Check No. 60825 – Fuscoe Engineering Inc.: The Committee members inquired about the nature of this payment and staff responded that this was for monthly NPDES storm water compliance services.

- Check No. 60839 – Hillcrest Construction Company: The Committee members inquired about whether this payment for horse trail grading was a routine maintenance and how often this was done. Staff responded that it might be a monthly service but will confirm with the Parks & Rec. Department on the frequency of this service.
- Check No. 60882 – The Planning Center: The Committee members inquired about the nature of this payment and whether this will be reimbursed by the developers. Staff responded that part of this payment was for CEQA services for Brandywine homes residential project which comes from a deposit account paid by the developers. The other part of the payment was for the Savi Ranch Land Use and Mobility Vision studies charged to the Planning division under General Fund.
- Check No. 60883 – Platt Security Systems Inc.: The Committee members inquired about the nature of this payment. Staff responded that this was for monthly alarm monitoring of security system at the Library in addition to the purchase of a security hybrid digital video system with IP cameras.
- Check No. 60913 – STL Landscape Inc.: The Committee members inquired about the nature of this payment and staff responded that this payment was for the Yorba Linda Boulevard irrigation renovation project.
- Check No. 60934 – Yorba Linda Disposal: The Committee members wanted to know whether the City would save money by having in-house staff picking up trash barrels from different locations and dropping them off at one location for the disposal company to pick up. Staff responded that an analysis will have to be made to determine if there will be any potential savings to the City.

In addition, staff followed up on the following items from the previous Finance Committee meeting:

- Check No. 60394 – Advantec Consulting Engineers: The Committee members inquired about the use of an outside engineer instead of an in-house traffic engineer. Staff responded that the services provided by the outside engineer were for drawings related to the Richfield/Buena Vista project.
- Check No. 60431 – Citiwide Engineering Inc.: The Committee members wanted to know if this was for design or construction. Staff confirmed that this was for construction costs relating to the sub-station improvements.
- Check No. 60464 – The Gardener: The Committee members wanted to know if the payment made seem normal and staff responded that this was the average cost to maintain the landscaping for the rose garden at the Library.

- Check No. 60501 – Libdata: The Committee members wanted to know the detail of this payment and staff responded that this was for annual licensing site access for the 32 public computers located in the library.
- Check No. 60508 – Main Street Signs: The Committee members inquired about the amount spent on street name sign replacement and staff responded that the amount spent was roughly \$50,000 over the last 2 years.
- Check No. 60549 – Richard Fisher Associates: The Committee members inquired about the use of an outside consultant instead of an in-house staff. Staff responded that the payment made was for a landscape architect dealing with various issues such as the pine trees, and that the City does not have such a position in-house.

The last item discussed was a presentation by Kemper Sports General Manager Hynes on the Black Gold Golf Club GPS Lease. After a brief discussion, the Finance Committee approved staff's recommendation to recommend to the City Council a 48 month or four year (4) rental agreement with GPSi Leasing to provide a GPS system to the Black Gold golf carts.

MATTERS PRESENTED BY THE COMMITTEE: None.

The Finance Committee meeting adjourned at 5:31 p.m.