

MINUTES

FINANCE COMMITTEE

NOVEMBER 5, 2013

CALL TO ORDER: 5:15 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
Financial Services Manager Leung

PUBLIC PRESENT: None

APPROVAL OF MINUTES: The October 15, 2013 minutes were moved for approval by Councilmember Schwing.

PUBLIC COMMENT: No comments from the Public

DEPARTMENT REPORTS:

The Accounts Payable Warrant Register for November 5, 2013 was reviewed by the Committee with comments and/or inquiries about the following checks:

- Check No. 61110 – Allsize Self Storage: The Committee members inquired about the contents that are being stored and staff responded that surplus items are placed in storage until they are auctioned off. The Committee members also inquired about whether the proceeds are enough to cover the annual storage fee and staff responded that a follow up will be made with the department.
- Check No. 61133 – City of Brea: The Committee members wanted to know why there are still payments to the City of Brea since the City has contracted with the County for public safety services. Staff responded that these are payments for overtime costs relating to the pending cases that are still being handled by the City of Brea Police Department.

- Check No. 61141 – Calsense Corporation: The Committee members inquired about the nature of this payment and whether it was a replacement or an upgrade. Staff responded that this was for an upgrade of an existing controller with a new enhanced irrigation controller. The Committee members also wanted to know if there is a multi-unit discount and staff responded that a follow up will be made with the department.
- Check No. 61156 – CPAC Inc.: The Committee members inquired about the nature of this payment and staff responded that this was for the purchases of 54 desktops as part of the computer replacement project adopted in Fiscal Year 2012/2013 and carried over to Fiscal Year 2013/2014.
- Check No. 61177 – E Lake Village Community Assoc.: The Committee members inquired about the nature of this payment and staff responded that this was the City's share of water costs payment to East Lake Village Community Association.
- Check No. 61235 – Macy's Mobile Home Specialists: The Committee members inquired about the nature of this payment and staff responded that this payment was for housing rehabilitation funded by the Senior/Disable Community Development Block Grant program.
- Check No. 61248 – Nickey Petroleum Co. Inc.: The Committee members inquired about the nature of this payment and also how often the tanks are filled up. Staff responded that this payment is for the purchases of gasoline filled at the City yard and a follow up will be made with the department regarding how often the tanks get filled.
- Check No. 61244 – Mity-Lite Inc.: The Committee members inquired about the nature of this payment and whether this was a capital improvement project. Staff responded that this was for the purchase of a portable dance floor included in the operating budget and not part of the capital improvement project.
- Check No. 61277 – Richard Fisher Associates: The Committee members inquired about the nature of this payment and staff responded that this was for mostly landscape architect services related to the refinement of the pine tree moratorium.

MATTERS PRESENTED BY THE COMMITTEE: None.

The Finance Committee meeting adjourned at 5:29 p.m.