

MINUTES

FINANCE COMMITTEE

NOVEMBER 19, 2013

CALL TO ORDER: 4:46 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 November 5, 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 19, 2013 was reviewed by the Committee with comments and/or inquiries about the following checks:

- Check No. 61348 – Mark Aalders: The Committee members inquired about the nature of this payment and staff responded that this was a reimbursement for prizes and decorations for the Halloween luncheon.
- Check No. 61463 – Orange County Tax Collector: The Committee members inquired about the nature of this payment and staff responded that this was for FY 13-14 secured property tax bills which includes the landscape and lighting district assessments, OCSD sewer user fees and YLCWD sewer maintenance fees for city owned properties.
- Check No. 61483 – Roy Allan Slurry Seal: The Committee members inquired about whether the City has received any complaints on this project and staff responded that so far no complaints were received and that the Public Works department works closely with the contractor to ensure quality control.

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

- Check No. 61110 – Allsize Self Storage: The Committee members had inquired about the contents that were being stored and whether the proceeds from sales were enough to cover the annual storage fees. Staff responded that the storage is used to hold surplus items that will be sent to auction once there are enough items and the amount received in FY 2012-13 was enough to cover the annual cost of storage fees.
- Check No. 61141 – Calsense Corporation: The Committee members wanted to know if there were any multi-unit discounts and staff responded that there are no discounts for purchasing in bulk.
- Check No. 61248 – Nickey Petroleum Co. Inc.: The Committee members inquired about how often the tanks are filled up. Staff responded that the tanks up filled up about every 3 to 4 weeks.

Staff also went over the capital improvement projects amortization and funding analysis staff report with direction given by the Finance Committee to bring back this report to the full City Council at the earliest possible date.

MATTERS PRESENTED BY THE COMMITTEE: None.

The Finance Committee meeting adjourned at 5:26 p.m.