

MINUTES

FINANCE COMMITTEE

FEBRUARY 18, 2014

CALL TO ORDER: 5:15 P.M.

City Hall Reception Area Conference Room
4845 Casa Loma Avenue

ROLL CALL PRESENT: Mayor 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 February 4, 2014 minutes were moved for approval by Councilmember Schwing.

PUBLIC COMMENT: No comments from the Public

DEPARTMENT REPORTS:

The Accounts Payable Warrant Register for February 18, 2014 was reviewed by the Committee with comments and/or inquiries about the following checks:

- Check No. 62643 – Bank of America: The Committee members inquired about a charge made on the City's credit card for \$2,250 charged to office supplies and staff responded that these were gift cards purchased by the Library for the "Battle of the Books" participants.
- Check No. 62512 – Gladwell Governmental Svcs.: The Committee members inquired about the nature of this payment and the total amount of the contract. Staff responded that this was for the preparation of records retention schedules and the total contract amount is \$5,000.
- Check No. 62514 – Good/Gregory J.: The Committee members inquired about the nature of this payment and staff responded that this was for acquisition of a portion of the property located on Bastanchury Road.

- Check No. 62594 – Thompson Roof Company, Inc.: The Committee members inquired about the nature of this payment and how this was budgeted. Staff responded that this was for the roof repair at the Community Center funded with budget approved in the prior fiscal year which was carryover into current fiscal year.
- Check No. 62610 – Western Alta Construction Inc.: The Committee members inquired about the nature of this payment and whether there was any calculation of liquidated damages included. Staff responded that this was for payment of retention withheld for the Community Center Kitchen renovation project less the amount of \$45,250 calculated for liquidated damages.

MATTERS PRESENTED BY THE COMMITTEE: None.

The Finance Committee meeting adjourned at 5:20 p.m.