

MINUTES

FINANCE COMMITTEE

MARCH 4, 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 18, 2014 minutes were moved for approval by Councilmember Schwing.

PUBLIC COMMENT: No comments from the Public

DEPARTMENT REPORTS:

The Accounts Payable Warrant Register for March 4, 2014 was reviewed by the Committee with comments and/or inquiries about the following checks:

- Check No. 62678 – First Carbon Solutions/Michael Brandman Assoc.: The Committee members inquired about the nature of this payment and what the acronym “SMS” stands for. Staff responded that this payment was for environmental services and will follow up on the acronym “SMS”.
- Check No. 62685 – Harris & Associates Inc.: The Committee members inquired about the nature of this payment and whether this will be charge back to the developer. Staff responded that this was for the design phase of the Town Center Development project and it won't be charged back to the developer. The funding for this payment is from the 2005 bond proceeds.
- Check No. 62692 – Interwest Consulting Group: The Committee members inquired about the nature of this payment and staff responded that this was for temporary inspection services for the Public Works and Building departments.

- Check No. 62729 – Placentia Linda Hospital: The Committee members inquired about the nature of this payment and staff responded that this was for medical expenses related to a workers' compensation case.
- Check No. 62777 – Willdan Associates Inc.: The Committee members inquired about the billing dates on this payment and staff responded that this was for a past due invoice covering services performed in April, 2013 that did not get process.

In addition, the Committee members inquired about the payments made to recreation program instructors and whether the City is breaking even or subsidizing. Staff responded that the City pays out 60% of the program revenues to the instructors and keeps 40% to cover City costs. But because actual facility costs are not factored, some programs are probably subsidized.

MATTERS PRESENTED BY THE COMMITTEE: None.

The Finance Committee meeting adjourned at 5:21 p.m.