

MINUTES

FINANCE COMMITTEE

OCTOBER 7, 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 September 16, 2014 minutes were moved for approval by Councilmember Schwing.

PUBLIC COMMENT: No comments from the Public

DEPARTMENT REPORTS:

The Accounts Payable Warrant Register for October 7, 2014 was reviewed by the Committee with comments and/or inquiries about the following checks:

- Check No. 65401 – AT&T: The Committee members wanted to know whether long distance services are included in this payment and staff responded that research will be done on invoices for phone services.
- Check No. 65421 – City of Brea: The Committee members wanted to know how much longer the City will be making these payments and staff responded that it depends on how long it will take for these cases to be closed.
- Check No. 65454 – Alec De Armas: The Committee members wanted to know the nature of this payment and staff responded that this was part of the relocation costs pertaining to the Town Center Development project.

- Check No. 65484 – Harris & Associates Inc.: The Committee members wanted to know the nature of this payment and staff responded that this was for professional design services relating to the La Palma Rehabilitation and Parking Lot Rehabilitation projects.
- Check No. 65573 – Selectron Technologies Inc.: The Committee members wanted to know the nature of this payment and staff responded that this is a feature that goes with the implementation of the new building permit software from Accela.
- Check No. 65590 – Stantec Consulting Services: The Committee members wanted to know how much longer the remediation part of this project would take, and staff responded that it's a five year process and we are in the second year of remediation with the costs being covered by the \$1.7 million previously approved by OCTA.

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

- Check No. 65181 – Placeworks: The Committee members wanted to know when the Savi Ranch Land Use and Mobility Vision study will be completed and staff responded that the study will be completed after the first of the year.
- Check No. 65240 – AA Atlas Plumbing Inc.: The Committee members commented that this payment seems high for a water heater and wanted staff to double check the costs of the water heater. Staff responded that the cost of the water heater was \$753 plus labor costs at \$450 and costs of other miscellaneous parts. Staff also mentioned that three bids are provided before a selection of the vendor is made.

MATTERS PRESENTED BY THE COMMITTEE: None.

The Finance Committee meeting adjourned at 5:23 p.m.