

## MINUTES

### FINANCE COMMITTEE

DECEMBER 2, 2014

**CALL TO ORDER:** 6:15 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 November 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 December 2, 2014 was reviewed by the Committee with comments and/or inquiries about the following checks:

- Check No. 66219 – Arts Woodworker: The Committee members wanted to know whether this payment was for the framework in the Council Chamber or the Administrative Conference room and staff responded that a follow up will be made with the department to confirm which room the framework was for.
- Check No. 66244 – Citiwide Engineering, Inc.: The Committee members wanted to know why there is a payment to this vendor since the project was already completed awhile ago and staff responded that this is the final payment for this project.

- Check No. 66252 – CPAC, Inc.: The Committee members wanted to know the nature of this payment and staff responded that this is for annual support of city owned computers. The Committee members then asked for further description on this type of support and staff responded that a follow up will be made with the department.
- Check No. 66297 – KTS Network, Inc.: The Committee members wanted to know the nature of this payment and staff responded that this was for the annual hardware/software maintenance agreement of the telephone system at the Library.
- Check No. 66384 – West Coast Arborists, Inc.: The Committee members wanted to know whether an agreement was submitted to Council and staff responded that an agreement did go to Council previously for approval.

In addition, staff provided a year to date expenditure report on legal services.

**MATTERS PRESENTED BY THE COMMITTEE:** None.

The Finance Committee meeting adjourned at 6:25 p.m.