

MINUTES

FINANCE COMMITTEE

NOVEMBER 17, 2015

CALL TO ORDER: 4:45 P.M.

City Hall Administrative Conference Room
4845 Casa Loma Avenue

ROLL CALL PRESENT: Councilmember Schwing
Councilmember Young

STAFF PRESENT: City Manager Pulone
Assistant City Manager/Finance Director Christian
Financial Services Manager Leung

PUBLIC PRESENT: None

APPROVAL OF MINUTES: The November 3, 2015 minutes were moved for approval by Councilmember Schwing. A question was brought up by the Committee members on one of the items in the minutes and that was whether there was a system in place for monitoring personal phone calls. Staff responded that there are policies on the use of telephone within the employee's handbook.

PUBLIC COMMENT: No comments from the Public

DEPARTMENT REPORTS:

A brief presentation/demo was given to the Committee members by OpenGov.

The Accounts Payable Warrant Register for November 17, 2015 was reviewed by the Committee with comments and/or inquiries about the following check:

- Check No. 70630 – Assn. of California Cities - OC: The Committee members wanted to know the nature of this payment and staff responded that this was for the 2016 annual membership dues to Association of California Cities – Orange County.

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

- Check No. 70564 – Penner Partitions, Inc.: The Committee members wanted to know the reason for the purchase of the restroom partitions and staff responded that these were replacement of original partitions damaged from normal wear and tear throughout the years and also from vandalism.

MATTERS PRESENTED BY THE COMMITTEE: None.

The Finance Committee meeting adjourned at 5:25 p.m.