

## MINUTES

### FINANCE COMMITTEE

October 18, 2016

**CALL TO ORDER:** 4:15 P.M.

City Hall Reception Area Conference Room  
4845 Casa Loma Avenue

**ROLL CALL PRESENT:** Councilmember Schwing  
Councilmember Young

**STAFF PRESENT:** Assistant City Manager Christian  
Finance Director Catlett  
Financial Services Manager Leung

**PUBLIC PRESENT:** None

**APPROVAL OF MINUTES:** The October 4, 2016 minutes were moved for approval by Councilmember Schwing.

**PUBLIC COMMENT:** No comments from the Public

#### DEPARTMENT REPORTS:

The Accounts Payable Check Register for October 18, 2016 was reviewed by the Committee with comments and/or inquiries on the following checks.

- Check No. 76297 – Fortel Traffic Inc.: The Committee members wanted to know if this item went to Council and staff responded that this was approved by Council as part of the capital improvement projects included in the FY 16/17 Adopted Budget.
- Check No. 76307 – Hartzog & Crabill, Inc.: The Committee members wanted to know the nature of this payment and staff responded that this was for monthly traffic signal maintenance throughout various locations in the City.
- Check No. 76370 – Podium Pros Inc.: The Committee members wanted to know the nature of this payment and staff responded that this was for a custom podium built for the Yorba Linda Community Center.
- Check No. 76379 – Rutan & Tucker, LLP.: The Committee members wanted to know the increase activities for Community Development billings and staff responded that this was due to the review of General Plan update.

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

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

The Finance Committee meeting adjourned at 4:30 p.m.