

**MINUTES**  
**FINANCE COMMITTEE**

**May 3, 2011**

**CALL TO ORDER:** 5:35 p.m.  
City Hall Reception Area Conference Room  
4845 Casa Loma Avenue

**MEMBERS PRESENT:** Mayor Pro-Tem Schwing  
Councilmember Anderson

**STAFF PRESENT:** City Manager Rudometkin  
Finance Director Christian

**PUBLIC PRESENT:** None

**MINUTE APPROVAL:** The April 19, 2011 minutes were moved for approval by Councilmember Anderson

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

**DEPARTMENT REPORTS:**

The Accounts Payable Warrant Register for May 3, 2011 was reviewed by the Committee with comments and/or inquires about the following checks:

- Solesbee Auto Crafts – the Committee members inquired about the nature of this payment for accident repairs and if the City was pursuing reimbursement for accidents where the City was not at fault. Staff indicated that these repairs were due to accidents involving a City employee and if the City were not at fault, we would certainly pursue reimbursement from the responsible party.
- B & M Lawn & Garden – the Committee members had inquired at the previous meeting about the need for us to purchase two chain saws and now asked about the need for two more. Staff responded that the City actually has seven chain saws so that each maintenance worker can have one assigned to them for use when needed throughout the City when tree branches need to be removed from roadways. Staff also mentioned that these purchases were for the replacement of worn out equipment.
- Best Best & Krieger – the Committee members asked why BBK was billing us a retainer fee, why they were still performing work on the Kopit case and what they were doing on the Carson Wall case. Staff responded that the retainer fee was simply a misprint on the invoice which was not changed since we entered into the new agreement with BBK and that these charges were documented as general services. Staff also indicated that they would have to research the Kopit matter. Staff provided the Committee members with the invoice for the Carson Wall case so they could review the charges themselves.
- Country Estate Fence Co. – the Committee members asked if we pursued reimbursement for repairs to fencing due to accidents. Staff responded that the City does when we have enough information.

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- County of Orange – the Committee members asked about the nature of this payment for the 800 MHz system. Staff indicated that this was for the County-wide radio system that all cities contribute to.
- Home Depot – the Committee members asked why we needed to purchase paint and painting supplies for the volunteer paint day at Home Depot. Staff responded that it was probably due to the volume of paint and supplies needed for the event.
- Rutan & Tucker – the Committee members stated that the overall attorney costs are too high and that some individual departments are high. They also asked if the services related to the LMAD could be charged to that fund. Staff responded that the recent increase in attorney costs were due in part to the high volume of work that many departments had been holding off giving to the previous firm so that one firm could complete the assignment. Also, in part due to the flurry of redevelopment activity as well as the need to get up to speed on the freeway complex fire cases. In addition, staff indicated that the LMAD costs could indeed be charged to that fund.

The Accounts Payable Warrant Register were otherwise received and filed.

**MATTERS PRESENTED BY THE COMMITTEE:** None

The Finance Committee meeting adjourned at 5:54 p.m.