

**City of Menifee**  
**Finance Committee**  
**29714 Haun Road**  
**Menifee, CA 92714**

**February 22, 2010 – 4:30 P.M.**



## **Agenda**

- 1. Call to order and roll call**
- 2. Public Comments**
- 3. Approval of Minutes of January 26, 2010 Finance Committee**  
**Recommended Action – Approve Minutes**
- 4. Purchases/Contracts over \$10,000**
- 5. Review City Attorney Billing Statement**  
**Recommended Action – Review statements with Committee**
- 6. Senior Accountant Review of the Warrant Register Process**  
**Recommended Action – Hear report on how and when invoices are processed and checks are prepared**
- 7. Performance Review Update from Staff**  
**Recommended Action - Report on review of cash flows and revenues**
- 8. Fiscal Year 2009-2010 Mid Year Budget Review**  
**Recommended Action – Hear budget review presentation**
- 9. Committee Members Comments**
- 10. City Manager Comments**
- 11. Adjournment**

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### Staff Reports

*Materials related to an item on this Agenda, including those submitted to the Finance Committee after distribution of the agenda packet are available for public inspection by contacting Kathy Bennett, City Clerk, at (951) 672-6777 during normal business hours.*

**City of Menifee Finance Committee  
Meeting Minutes  
January 26, 2010**

**1. Call to order and Roll Call**

Committee chairman Mann called the meeting to order at 4:05 p.m. Present were: Chairman Scott Mann, Committee member Wallace Edgerton, City Manager George Wentz, Director of Administrative Services Gary Thompson, City Clerk Kathy Bennett and Senior Accountant Wendy Welch (arrived 4:25 p.m.)

**2. Public Comments**

None.

**3. Approval of Minutes of January 13, 2010 Finance Committee**

Minutes were approved by committee.

**4. Purchases/Contracts over \$10,000**

**a. Engineering Department Computer Upgrades**

Following discussion, committee had no objections or concerns with purchase as outlined in the staff report.

**5. Outline of Performance Review**

Chairman Mann distributed a Performance Review Outline (attached) and Talking Points (attached) for this item. City Manager Wentz agreed to move forward following the process outlined and report back to the Committee at the meeting in March 2010.

**6. Committee Members Comments**

Committee member Edgerton noted that all groups sometime experience some tension and sometimes outside help is needed and can be productive for all.

**7. City Manager Comments**

Director Thompson noted that the draft legislation for VLF has been submitted by Assemblyman Cook.

City Manager Wentz noted that he is working on the balance of the W & K contract and will have further to report as this moves along, and Bob Cartwright is now going to be on a contract with the City, but now through W & K.

City Manager Wentz noted the City Attorney bills are going to the Finance Committee for review as per the earlier agreement. He asked who was following up on the ad hoc committee to consider community support and Chairman Mann said that Councilmember Kuenzi will take the lead on that meeting.

**8. Adjournment**

Chairman Mann adjourned the meeting at 4:45 p.m.

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Kathy Bennett, City Clerk