



## Finance Committee Agenda

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Tuesday, April 28, 2026, 8:30 AM  
EXECUTIVE CONFERENCE ROOM - 3RD FLOOR  
1 Civic Center Circle  
Brea, CA 92821

**MEMBERS:** Mayor Pro Tem Marty Simonoff, Chair and Council Member Steve Vargas

**ALTERNATES:** Mayor Cecilia Hupp and Council Member Christine Marick

This agenda contains a brief general description of each item the Committee will consider. The Administrative Services Department has on file copies of written documentation relating to each item of business on this Agenda available for public inspection. Contact the Administrative Services Department Office at (714) 990-7684 or view the Agenda and related materials on the City's website at <https://www.ci.brea.ca.us/509/Meeting-Agendas-Minutes>. Materials related to an item on this agenda submitted to the Committee after distribution of the agenda packet are available for public inspection in the Administrative Services Department's Office at 1 Civic Center Circle, Brea, CA during normal business hours. Such documents may also be available on the City's website subject to staff's ability to post document before the meeting.

### **Procedures for addressing the Committee**

Members of the public may offer comment by phone or email or may observe the meeting by attending in person. All requests to offer comment must be submitted via phone by calling (714) 990-7684 or by emailing [debbied@cityofbrea.gov](mailto:debbied@cityofbrea.gov) by 12:00 p.m. on the Monday prior to the meeting.

### **Special Accommodations**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Administrative Services Office at (714) 990-7684. Notification 48 hours prior to the meeting will enable City staff to make reasonable arrangements to ensure accessibility. (28 CFR 35.102.35.104 ADA Title II)

***PLEASE SILENCE ALL PAGERS, CELL PHONES AND OTHER ELECTRONIC EQUIPMENT WHILE THE COMMITTEE IS IN SESSION.***

## **1. CALL TO ORDER/ROLL CALL**

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- 1.A. Attendees
- 1.B. Matters from the Audience

## **2. CONSENT**

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- 2.A. Approval of Minutes 02-24-2026
- 2.B. Approval of Minutes 04-14-2026

### **3. DISCUSSION**

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- 3.A. Budget Adjustments to the City Operating and Capital Improvement Program Budgets for FY 2025-27
- 1. Adopt a resolution amending the City Operating Budget for FY 2025-26 and FY 2026-27
  - 2. Adopt a resolution amending the FY 2025-26 and FY 2026-27 of the Capital Improvement Program Budget
  - 3. Amend the City's Position Allocation List to change the status of an existing Code Enforcement Officer position from part-time to full-time within the Community Development Department
- 3.B. Professional Services Agreement for City's Housing Rehabilitation Program  
Approval of a Professional Services Agreement with GRC Associates to implement the City's Housing Rehabilitation Program
- 1. Approve a Professional Services Agreement between the City of Brea and GRC Associates (included as Attachment A) to implement the City's Housing Rehabilitation Program in an amount not-to exceed \$34,000 per year, for up to five years (\$170,000 total over five years);
  - 2. Authorize the City Manager to execute the Professional Services Agreement with GRC Associates
  - 3. Authorize the City Manager to approve non-substantive changes, as well as amend and extend the term of the Professional Services Agreement, for up to four additional one-year terms.
- 3.C. Sourcewell Maintenance Agreement with TK Elevator Corporation
- 1. Approve a Cooperative Purchase Agreement with TK Elevator Corporation for citywide elevator preventative maintenance services for a three (3) year term for \$33,600 per year, for a total of \$100,800.

### **4. ADJOURNMENT**

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Next Scheduled Meeting: Tuesday, May 12, 2026

*Date Posted: April 23, 2026*