



**CITY OF SOUTH PASADENA
FINANCE COMMISSION
REGULAR MEETING AGENDA
THURSDAY, JUNE 29, 2023 at 6:30 P.M.**

**AMEDEE O. "DICK" RICHARDS JR. COUNCIL CHAMBERS
1424 MISSION ST, SOUTH PASADENA, CA 91030**

South Pasadena Finance Commission Statement of Civility

As your appointed governing board, we will treat each other, members of the public, and city employees with patience, civility and courtesy as a model of the same behavior we wish to reflect in South Pasadena for the conduct of all city business and community participation. The decisions made today will be for the benefit of the South Pasadena community and not for personal gain.

NOTICE ON PUBLIC PARTICIPATION & ACCESSIBILITY

The South Pasadena Finance Commission Meeting will be conducted in-person from the Council Chambers, Amedee O. "Dick" Richards, Jr., located at 1424 Mission Street, South Pasadena.

The Meeting will be available:

- In Person – Council Chambers, 1424 Mission St,
- Via Zoom – **Meeting ID:** 853 8985 6967

To maximize public safety while still maintaining transparency and public access, members of the public can observe the meeting via Zoom in one of the three methods below.

1. Go to the Zoom website, <https://zoom.us/join> and enter the Zoom Meeting information; or
2. Click on the following unique Zoom meeting link: <https://us06web.zoom.us/j/85389856967>
3. You may listen to the meeting by calling: +1-669-900-6833 and entering the Meeting ID.

CALL TO ORDER: Chair Peter Giulioni Jr.

ROLL CALL

Chair	Peter Giulioni Jr.
Vice Chair	Sheila Rossi
Commissioner	Cynthia Quade
Commissioner	Ed Elsner
Commissioner	Frederick A. Findley

ELECTED OFFICIALS: City Treasurer Zhen Tao
Council Member Janet Braun

GENERAL PUBLIC COMMENT GUIDELINES

The City welcomes public input. If you would like to comment on an agenda item, members of the public may participate **by means of one of the following options:**

Option 1:

Participants will be able to “raise their hand” using the Zoom icon during the meeting, and they will have their microphone un-muted during comment portions of the agenda to speak for up to 3 minutes per item.

Option 2:

Email public comment(s) to fcpubliccomment@southpasadenaca.gov

Public Comments received in writing will not be read aloud at the meeting, but will be part of the meeting record. Written public comments will be uploaded online for public viewing under Additional Documents and available at the City Clerk’s Counter for viewing. There is no word limit on emailed Public Comment(s). Please make sure to indicate:

- 1) Agenda item you are submitting public comment on.
- 2) Submit by no later than June 29TH at 12PM

NOTE: Pursuant to State law, the Commission may not discuss or take action on issues not on the meeting agenda, except that members of the Commission or staff may briefly respond to statements made or questions posed by persons exercising public testimony rights (Government Code Section 54954.2). Staff may be asked to follow up on such items.

1. General Public Comment

ACTION/DISCUSSION

- 2. Review of City Funds**
- 3. Review of the Finance Commission Calendar 2024**
- 4. Approval of the Minutes from meetings on 9/29/22, 11/30/22 and 2/6/23**

COMMUNICATIONS

- 5. City Council Liaison Communications**
- 6. Staff Liaison Communications**
- 7. Commissioner Communications**

ADJOURNMENT

PUBLIC ACCESS TO AGENDA DOCUMENTS

The complete agenda packet may be viewed on the City’s website, www.southpasadenaca.gov.

Meeting recordings will be available for public viewing after the meeting. Recordings will be uploaded to the City’s YouTube Channel no later than the next business day after the meeting.

The City’s YouTube Channel may be accessed at:

https://www.youtube.com/channel/UCnR169ohzi1AlewD_6sfwDA/featured

ACCOMMODATIONS



The City of South Pasadena wishes to make all of its public meetings accessible to the public. If special assistance is needed to participate in this meeting, please contact the City Clerk's Division at (626) 403-7230 or CityClerk@southpasadenaca.gov. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Notification at least 48 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II).

CERTIFICATION OF POSTING

*I declare under penalty of perjury that I posted this notice of agenda for the meeting to be held on **June 29, 2023**, on the bulletin board in the courtyard of City Hall at 1414 Mission Street, South Pasadena, CA 91030, and on the City’s, website as required by law, on the date listed below.*

6/22/2023

Stephanie Pinto

Date

Stephanie Pinto, Management Analyst



Finance Commission Agenda Report

DATE: June 29, 2023

FROM: John Downs, Interim Director of Finance
Hsiulee Tran, Deputy Finance Director/ Controller

SUBJECT: **Overview of Fund Balances and Discussion of FY 23-24 Finance Commission Calendar**

Recommendation

It is recommended that the Commission:

- 1) Work with Finance Department to understand the City's Funds.
- 2) Discuss the FY 23-24 Finance Commission Calendar

Executive Summary

Department is tasked with providing the Finance Commission with an understanding of the City's funds, purpose, and revenue sources

Discussion/Analysis

Finance Staff will discuss listing of all City's Funds, their sources or funding, and purposes.

Attachment

1. Fund Balance History
2. Funds Description
3. FY 23-24 Finance Commission Calendar

Description of Funds Proposed FY 2023-24 Fund Balances

General Fund

101-General Fund \$17,930,754– The General Fund is the primary operating fund of the City. The General Fund accounts for all financial resources except those required to be accounted for in another fund. That is, it is assumed that all of the City’s activities are reported in the General Fund unless there is a compelling reason to report an activity in some other fund type. Generally Accepted Accounting Principles (GAAP) prescribe that a government report only one general fund.

There are at least three compelling reasons to account for a particular activity in some type of fund other than the General Fund:

- **GAAP Requirements.** In certain instances, GAAP require the use of another fund type. Examples of such requirements are found in reporting for resources that are required to be held in trust for employee pension plans, other postemployment benefit plans, or other employee benefit plans. The City does not have such plans.
- **Legal Requirements.** There may be legal requirements that a certain fund type be used to account for a given activity. Most special revenue sources that are legally restricted to expenditure for specified purposes (Capital Growth Fund, grants, local return of Proposition A and C, CDBG, Gas Taxes, etc.) fall into this accounting category.
- **Financial Administration.** The demands of sound financial administration may require the use of a fund other than the General Fund. For example, the City has found it appropriate to account for the Parking and Business Improvement Tax, and Mission Meridian Public Garage in this manner.

Internal Service Funds

Internal service funds account for activities that provide goods or services to other funds, departments, or agencies of the primary government and its component units, or to other governments, on a cost-reimbursement basis. Funds included are:

103-Insurance Fund <\$1,823,282>– To provide resources for general liability and workers’ compensation insurance claims.

Within this Fund are actual premiums paid annually and estimated claims. Finance will look back at a couple of years of accounting to understand what happened and if the amount is correct.

106-Technology Surcharge Fund \$83,225– To account for the funding collected through the City's Technology Fee Surcharge intended for acquiring and maintenance of a permitting software system.

Special Revenue Funds

Special revenue funds account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. Funds included are:

201-MTA Pedestrian Improvement Fund <\$29,951>– To account for MTA grants used for the Fair Oaks/Mission pedestrian improvement projects which include pedestrian accessibility, widened bikeways, landscaping, lighting modification and aesthetics.

Staff to review. Negative fund balance has been sitting there for a number of years.

205-Proposition “A” Local Return Fund \$1,652,639– To account for all revenues and expenditures associated with the one-half cent sales tax approved by Proposition A in 1980. All revenues of this fund must be expended for transportation-related items as established by the Los Angeles County Transportation Commission.

206-State and Local Fiscal Recovery Fund (SLFRF) – To account for all revenues and expenditures associated with the one-time federally funded State and Local Fiscal Recovery Fund.

207-Proposition “C” Local Return Fund \$1,841,160– To account for all revenues and expenditures associated with the one-half cent sales tax approved by Proposition C in 1990. All revenues of this fund must be expended for transportation-related items as established by the Los Angeles County Transportation Commission.

208-TEA/Metro Fund \$156,327– To account for all revenues and expenditures associated with the TEA/Metro Fund. All revenues of this fund must be expended for transportation-related items.

209-Carlyle Library Bequest \$2,800,000– Carlyle donation to be used for City’s Library projects as required by the terms of the bequest.

211-CTC Traffic Improvement Grant Fund – To account for state and federal funding of street and intersection improvements relieving congestion at our busiest intersections.

213-SB2 Planning Grant –The SB 2 Planning Grant is a State grant to implement a new electronic permitting and case management system.

214-Rogan HR 5394 Grant Fund – To account for the revenue and expenditures associated with the 110 FWY Hook Ramp Project funded by Rogan grant.

215-Street Lighting and Landscaping Fund – To account for the costs associated with the City’s street lighting and median landscaping programs. These costs are deemed to benefit all property owners who are assessed their proportionate share of the costs. These assessments are placed on the property tax bill and collected and remitted to the City by the County of Los Angeles.

For LLMD (215), there was some cost increases from last year (looks like from wages & benefits and utilities), however this fund has historically overdrawn because the assessment has not been increased for a number of years. We will leave this is as and discuss with Council that the fund is not sustainable unless we facilitate a public vote to increase the assessment or cut down on services.

217-Public, Education, and Government Fund \$211,539– To account for revenues and expenditures used for public education and government access charges that the City’s cable franchise collects. Monies in this fund must be used to purchase equipment related to the production of public education and government access television.

218-Clean Air Act Fund \$224,931– To account for revenues and expenditures expended for air quality improvement projects as established by the South Coast Air Quality Management District.

219-CalRecycle Local Asst. Grant – Funds awarded to the City by CalRecycle for various payment programs and grants including, but not limited to: Used Oil Payment Programs, Beverage Container Recycling City/County Payment Programs, SB1383 Local Assistance Grants, Beverage Container Recycling Grants, Edible Food Recovery Grants, Greenhouse Gas Reduction Grants, Household Hazardous Waste Grant Programs, etc. Some programs require reimbursement to CalRecycle if all funds are not spent during the program/grant time period.

220-Business Improvement Tax (BIT) Fund <\$78,109>– To account for business improvement tax returns collected by the City for specified purposes within the Parking and Business Improvement Area: (1) decoration of any public place, (2) promotion of public events; (3) furnishing of music; (4) general promotion of retail trade activities.

Council decided to continue to fund the BIT with General Fund. The revenue collection from Business Licenses and Filming varies from year to year. Staff is working with HdL, our business license vendor, to bring all businesses up to date on their licenses. When this occurs, increased revenue may occur and the General Fund will not have to contribute as much on an annual basis.

223-Gold Line Mitigation Fund \$65,441– To account for the MTA's funding for the improvements to the Gold Line Mission Street Station.

226-Mission Meridian Public Garage Fund <\$386,157>– To account for the revenues and expenditures of the Mission Meridian Public Garage.

Staff will review this fund. Revenues usually are derived from Mission Meridian parking garage but some revenues are shared with Metro Prop C, therefore, need to review if revenues are classified into correct account.

228-Housing Authority Fund \$156,783– To account for the revenues and expenditures for the City of South Pasadena Housing Authority.

230-State Gas Tax Fund \$23,981– To account for all state gas tax related revenues and expenditures, including street repair, reconstruction and maintenance. State law requires these gasoline taxes to be used to maintain the City's street and highway system.

232-County Park Bond <\$210,465>– To account for the revenues and expenditures for the County Park Bond related improvements.

For County Park Grant (232), the revenue source was much higher last year, but it looks like it hasn't been historically. County Park Grant – Community Services will work with the County to see what we can re-submit. But we are up to date with all reimbursements except FY 21/22. I will submit for FY 22/23 in August when books are closed by Finance to ensure all is reimbursed. If we need to lower the expenditures this year, Community Services can work with Public Works to make it happen. Community Services will advise once they hear back from the County about re-submittals.

233-Measure R Fund \$1,499,166– To account for all revenues and expenditures associated with the City's local return portion of the one-half cent sales tax approved by Measure R in 2009. All

revenues of this fund must be expended for transportation-related items as established by the Los Angeles County Transportation Commission.

234-LACMTA Measure M MAT Grant Fund – To account for all revenues and expenditures associated with the one-half cent sales tax approved by Measure M in 2016. All revenues of this fund must be expended for transportation-related items eligible under the Metro Active Transportation, Transit and First/Last Mile (MAT) Program.

236-Measure M Fund \$2,257,916– To account for all revenues and expenditures associated with the City’s local return portion of the one-half cent sales tax approved by Measure M in 2016. All revenues of this fund must be expended for transportation-related items as established by the Los Angeles County Transportation Commission.

237-Road Maintenance & Rehab Fund \$1,953,102– To account for all revenues and expenditures associated with State Gas Tax SB1.

238-MSRC Grant Fund <\$157,536>– To account for the revenues and expenditures for the Mobile Source Air Pollution Reduction Review Committee projects.

Public Works is working on correcting reporting problems from the past so they can recover some reimbursements.

239-Measure W Fund <\$93,485>– To account for all revenues and expenditures associated with improving conditions of storm water runoffs funded by parcel tax.

For Measure W (239), the major expense is from Stormwater CIP – so we can request the additional funds from the GF Stormwater Reserve and Water Efficiency (503). I also talked to John about possibly spending a future year’s Measure W budget because we will building more in FY 23-24 than we will in FY 24-25. We receive about \$250k a year for this fund, and we are supposed to spend 70% on new stormwater infrastructure and programs (and up to 30% on existing), and we have not hit this mark yet. Please let me know how to show this future borrowing scenario, if it’s possible, and I’ll send you the revised expenditure breakdown.

240-Measure M MSP –Multi-Year Subregional Program (MSP) Fund - To account for all revenues and expenditures associated with the Multi-Year Subregional Program portion of the one-half cent sales tax approved by Measure M in 2016. All revenues of this fund must be expended for transportation-related items as established by the Los Angeles County Transportation Commission, as administered though the Arroyo Verdugo Communities Joint Powers Authority Governing Board.

241-Measure H Fund <\$51,199>– To account for the revenues and expenditures for the “Los Angeles County Plan to Prevent and Combat Homelessness” for the specific purpose of funding homeless services and short-term housing.

Regarding Fund 241 (Measure H), Police Dept. submitted spending and activity invoices to both the County and the San Gabriel Valley Council of Governments (SGVCOG) for Measure H activities. Reimbursement has not been received on at least some of these activities. The quarterly billing used to submit ended in 2022, and started in 2019. PD reached out to both the SGVCOG and LA County to see if there are additional reimbursements we are owed, but haven’t received confirmation from either one yet.

242-Prop C Exchange Fund <\$181,951>– To account for all revenues and expenditures associated with competitive Metro Grant for eligible transportation projects.

Possible accounting errors in the past which may need to be corrected. Reimbursement based grant and possibly need to submit for reimbursement.

243-Measure R - MIP –Mobility Improvement Projects (MIP) Fund - To account for all revenues and expenditures associated with transportation multimodal and safety enhancement projects, as approved Los Angeles County Metro, utilizing funding established for the former 710 North freeway project.

245-Bike and Pedestrian Paths Fund \$6,103– To account for the revenues and expenditures for bike and pedestrian facilities improvements funded by the State of California Transportation Development Act.

247-SGVCOG Grant Fund – To account for the revenues and expenditures to implement the Slow Streets Program funded by San Gabriel Valley Slower, Safer Street Program.

248-BTA Grant Fund <\$416,948>– To account for the revenues and expenditures for the Bicycle Transportation Account (BTA) grant funded by the Los Angeles County Metropolitan Transportation Authority. This grant was awarded to fund two projects from the City’s Bicycle Master Plan: the Mission Street Green Sharrow Lane Project and the South Pasadena Bicycle Parking Project.

Staff to review. Negative fund balance has been sitting there for a number of years.

249-Open Streets Grant Fund <\$311,796>– To account for the revenues and expenditures for the open streets grant funded by the Los Angeles County Metropolitan Transportation Authority. The goals of the Open Streets Grant Program is to provide opportunities for 1) riding transit, walking and riding a bike, possibly for the first time, 2) to encourage future mode shift to more sustainable transportation modes, and for 3) civic engagement to foster the development of multi-modal policies and infrastructure at the city/community level.

Check of \$420,000 was received by Metro on November 10, 2022. It was erroneously coded into an incorrect account. Finance will clean this up once year-end closing occurs.

255-Capital Growth Requirement Fund \$537,468– To account for fees paid to the City for building development to be applied towards the costs of public facilities improvements.

260-Community Development Block Grant (CDBG) Fund <\$2,584>– To account for the revenues and expenditures for Community Development Block Grant projects.

Alma, Sr. Management Analyst has been working on this and CDBG software is not accepting the agreement. We have been working on this all FY with CBDG. Alma has re-submitted and will be meeting with CDBG to resolve the submittal issues.

270-Asset Forfeiture Fund \$119,933– To account for proceeds received from forfeiture in narcotics investigations allocated for law enforcement activities.

272 \$542,540, 273 & 274-Federal and State Public Safety Grant Funds <\$146,371>– To account for the operations of various federal and state grants, including COPS grants, and

Homeland Security grants.

For Homeland Security Grant Fund 274 - In 2022, PD paid the Mobile Data Computer vendor \$62,680 for the 10 machines. PD initially paid by check, but the check was lost in the mail. A stop payment was put on the check and it was voided. An ACH payment in the same \$62,680 amount was sent to the vendor instead of a replacement check. Based on the activity in the fund, it looks like that \$62,680 amount was double counted, and there was a previous existing credit of \$21,011.20 from pre-2018, matching the balance of (146,371). PD is not able to get reimbursed for spending that took place before 2018. PD submitted the reimbursement documents for the \$62,680 approximately 6 months ago, but sometimes reimbursements take up to a year. They may be accounting mistake in the double counting of the \$62K, however the \$21K would likely need to be cleared out via the General Fund.

275-Park Impact Fees Fund \$15,969– To account for the proceeds of a development fee used for the purpose of park facilities improvements and related expenditures.

276-Historic Preservation Grant Fund \$5,807– To account for revenues and expenditures related to historic preservation grant funds.

277-Highway Safety Improvement Program Grant (HSIP) Fund <\$475,165>– To account for revenues and expenditures related to street improvements funded by the grant.

Are we waiting on reimbursements? Ted

278-LEAP Grant \$4,000– The Local Early Action Planning (LEAP) grant is a State grant to fund a portion of the preparation of the 6th Cycle 2021-2029 Housing Element.

281-CA State Library Building Forward –To account for any grant funds awarded by the California State Library for the Building Forward Library Facilities Improvement Program.

Enterprise Funds

An enterprise fund may be used to report any activity for which a fee is charged to external users for goods or services. GAAP also require the use of an enterprise fund for any activity whose principal external revenue sources are used as the sole leverage for issuance of debt; if the cost of providing services must legally be recovered through fees or charges; or if the government's policy is to establish activity fees or charges designed to recover the cost of providing service.

210 \$5,928,350 & 310-Sewer Fund <\$386,424> – To account for the provision of sewer construction, maintenance and operation services to residents of the City.

295-Arroyo Seco Golf Course Fund \$1,654,948– To account for revenues and expenses relating to the Golf Course.

500-Water Utility Enterprise Fund \$83,551,255– To account for all the activities and operations of the Utility. The Utility has several functioning wells (in neighboring San Gabriel and San Marino), three functioning reservoirs, and maintains miles of water lines and transmission lines.

503-Water Efficiency Fund \$463,314–Funds can only be used for water conservation projects and programs including, but not limited to: City and Metropolitan Water District rebate programs,

water conservation assessments, education and awareness materials, workshops and community events, emergency drought preparedness, staff oversight of the programs, implementation of conservation goals as outlined in the Green Action Plan and Climate Action Plan, etc. Revenue is collected through a water efficiency fee of \$0.14 per unit of water billed to all city water customers.

505-2016 Water Revenue Bonds Fund <\$32,606,132>– To account for proceeds from the 2016 Water Bond issuance. Proceeds from the bonds are to be used solely for water capital projects, and funds will be transferred over to the Water Fund as project expenses are drawn down.

506-SRF Loan - Water <\$701,316>– Debit service for state water revolving fund loan.

510-Water & Sewer Impact Fees \$1,342,482– To track water & sewer impact fees.

550-Public Financing Authority Fund <\$4,054,995>– To account for debt service and related expenses of the 2013 Water Bond issuance.

Capital Projects Funds

Governments often find it useful to report major capital acquisition and construction separately from their ongoing activities. Separate reporting enhances an understanding of the government's capital activities, and it helps to avoid the distortions in financial resources trend information that can arise when capital and operating activities are mixed.

104-Street Improvements Program Fund – To account for capital expenditures related to street improvements projects.

105-Facilities and Equipment Replacement Fund \$405,805- To account the replacement costs of City vehicles and equipment.

108-SR110 General Fund Reserve Fund \$168,009- To account for the capital expenditures related to improvement of transportation systems.

400-Capital Improvement Projects Fund – To account for revenues and expenditures related to all capital improvement projects.

Fiduciary Funds

A fiduciary fund is used in governmental accounting to report on assets held in trust for others. When financial statements are prepared for fiduciary funds, they are presented using the economic resources measurement focus and the accrual basis of accounting.

110-OPEB Trust Fund \$1,254,378– Trust Fund set up to fund future other post-employment benefit costs

Successor Agency

Community Redevelopment Agency (CRA) has been Los Angeles' public partner in housing,

commercial, neighborhood and economic development. CRA is dedicated to revitalizing, refurbishing, and renewing economically underserved areas of Los Angeles. CRA's main task is to lend a hand-to investors willing to take risks for a more vibrant city, to neighborhood resident with renewed aspirations for their communities, and to those in need who strive to take part in the city's growing prosperity. CRA helps increase the supply of housing for low income and moderate-income families, provide infrastructure for commercial and industrial development and create jobs necessary to maintain acceptable levels of employment.

227-CRA Debt Service Fund <\$410,566>– To account for payments for Redevelopment Obligations

327-2000 Tax Allocation Bonds Fund \$924,867– To account for capital expenditures for improvements funded by the bonds formerly held by the Successor Agency to the Community Redevelopment Agency.

927-Redvelopment Obligations Trust \$132.278– To account for proceeds to Successor Agency

Fund	Description	Ending Fund Balance FY 18-19	Ending Fund Balance FY 19-20	Ending Fund Balance FY 20-21	Ending Fund Balance FY 21-22	Ending Fund Balance FY 22-23	Ending Fund Balance FY 23-24
101	General Fund (Undesignated)	12,472,229	10,043,724	10,043,724	18,940,721	19,399,993	17,930,754
101	GF (Council Designated Reserves)	5,945,656	5,547,682	5,599,883	4,589,941	4,527,941	4,227,941
103	Insurance Fund	22,514	(1,566,081)	(1,724,921)	(1,952,514)	(1,928,898)	(1,823,282)
104	Street Improvements Program	2,146,528	2,117,315	2,476,329	2,358,321	2,303,138	0
105	Facilities & Equip. Replacement	1,488,716	2,306,623	2,530,040	2,470,794	2,273,785	405,805
106	Technology Surcharge			3,126	23,225	51,225	83,225
108	SR 110 Gen Fund Reserve					238,483	168,009
110	OPEB Trust Fund				1,141,509	1,196,817	1,254,378
201	MTA Pedestrian Improvement	(29,951)	(29,951)	(29,951)	(29,951)	(29,951)	(29,951)
205	Prop "A"	1,012,773	1,237,692	1,489,117	1,858,065	1,818,941	1,652,639
206	SLFRF Fund					3,498,717	-
207	Prop "C"	670,991	908,950	1,059,279	1,217,459	1,479,384	1,841,160
209	Carlyle Library Bequest					2,800,000	2,800,000
208	TDA/Metro	502,797	293,781	169,093	151,468	153,605	156,327
210	Sewer	4,135,627	5,094,009	5,947,068	6,695,314	5,839,089	5,928,350
211	CTC Traffic Improvement	(23)	(23)	(23)	-	-	-
213	SB2 Planning Grant					-	-
214	Rogan HR5394 Grant	(2,497)	(2,497)	(5,708)	(5,708)	-	0
215	Street Light & Landscape	227,805	451,566	428,670	94,009	36,449	0
217	Public, Educ. & Gov't. Fund	145,642	171,784	181,682	189,912	200,106	211,539
218	Clean Air Act	139,664	122,335	120,247	153,512	188,920	224,931
219	CalRecycle Local Asst. Grant					-	-
220	Business Improvement Tax	38,980	9,951	511	(15,609)	(36,484)	(78,109)
223	Gold Line Mitigation Fund	61,948	62,914	63,212	63,408	64,302	65,441
226	Mission Meridian Public Garage	(338,053)	(343,355)	(353,005)	(362,056)	(371,157)	(386,157)
228	Housing Authority	62,712	70,649	81,184	116,973	153,556	156,783
230	State Gas Tax	883,290	947,707	931,133	919,457	788,310	23,981
232	County Park Bond	(140,763)	(145,828)	(173,785)	(210,465)	(210,465)	(210,465)
233	Measure R	993,631	1,080,602	1,071,145	1,443,120	1,420,861	1,499,166
234	Measure M-MAT					-	-
236	Measure M	659,917	960,536	1,338,683	1,796,105	2,113,216	2,257,916
237	Road Maint. & Rehab. Acct.	659,738	688,393	715,650	1,242,193	1,846,626	1,953,102
238	MSRC Grant	(7,281)	(148,849)	(150,000)	(152,986)	(157,536)	(157,536)
239	Measure W	(514)	(109,301)	121,892	281,223	254,430	(93,485)
240	Measure M MSP					-	-
241	Measure H		(65,563)	(80,089)	(87,699)	(69,699)	(51,199)
242	Prop C Exchange		(148,350)	11,296	(345,047)	(181,951)	(181,951)
243	Measure R- MIP					-	-
245	Bike & Pedestrian Paths	12	10,252			-	6,103
247	SGVCOG Grants					-	-
248	BTA Grants	(245,940)	(409,118)	(416,948)	(416,948)	(416,948)	(416,948)
249	Open Streets Grant	(346,170)	(346,170)	(24,914)	(311,796)	(311,796)	(311,796)
255	Capital Growth	435,849	488,414	549,175	588,529	537,066	537,468
260	CDBG		(307)	-	(2,584)	(2,584)	(2,584)
270	Asset Forfeiture		143,780	221,095	232,477	175,755	119,933
272	Police Grants - State (COPS)	208,088	352,167	364,072	389,869	486,985	542,540
274	Homeland Security Grant	(21,078)	(21,011)	(21,011)	(146,371)	(146,371)	(146,371)
275	Park Impact Fees	506,993	703,574	853,882	805,886	866,212	15,969
276	Historic Preservation Grant	5,000	5,078	5,102	5,627	5,706	5,807
277	HSIP Grant	(46,521)	(46,791)	(44,701)	(228,661)	(531,520)	(475,165)
278	Housing Element Grant					-	4,000
281	CA State Library Building Forward					-	-
295	Arroyo Seco Golf Course	1,283,047	1,327,592	1,963,283	2,038,861	1,980,978	1,654,948
310	Sewer Capital Projects					(386,424)	(386,424)
327	2000 Tax Allocation Bonds	904,238	924,821	924,867	924,867	924,867	924,867
400	Capital Improvement Projects Fund					-	-
500	Water	29,947,801	33,363,817	37,543,665	49,338,514	83,789,974	83,551,255
503	Water Efficiency Fund					965,598	463,314
505	2016 Water Revenue Bonds					(32,606,132)	(32,606,132)
506	SRF Loan - Water					(436,350)	(701,316)
510	Water & Sewer Impact Fees					1,133,310	1,342,482
550	Public Financing Authority					(4,054,995)	(4,054,995)
927	Redev. Obligations Trust Fund					132,278	132,278
		64,383,395	69,014,847	83,783,049	95,802,964	101,767,362	90,028,547
227	Successor Agency to CRA	(712,050)	(568,685)	(334,579)	(206,373)	(406,566)	(410,566)
	Successor Agency Total	(712,050)	(568,685)	(334,579)	(206,373)	(406,566)	(410,566)
	TOTAL CITY & CRA	63,671,345	68,446,162	83,448,470	95,596,591	101,360,796	89,617,981



**CITY OF SOUTH PASADENA
FINANCE COMMISSION REGULAR MEETING SCHEDULE**

**City Council Chambers
1424 Mission Street, South Pasadena, CA 91030**

Meetings are usually the last Thursday of the month at 6:30 p.m.

January	25	2024	
February	22	2024	
March	28	2024	
May	16	2024	1st Budget Meeting
May	30	2024	2 nd Budget Meeting
June	10	2024	3 rd Budget Meeting
August	29	2024	
September	26	2024	
October	24	2024	
October	31	2024	
December	19	2024	

**City of South Pasadena Finance Commission
Minutes for Regular Meeting
September 29, 2022 6:30 P.M.**

- I. Roll Call
Commission Chair Elsner – Present
Commissioner Findley – Present
Commissioner Tao - Present
Commissioner Giulioni – Present
Commissioner Quade – Present

- II. General Public Comment
 1. Kim Hughes – Measure LL

- III. Action/Discussion
 1. Review of the Fiscal Year 2022-2023 Investment Policy
 - i. Motion by Commissioner Findley to approve the Fiscal Year 2022-2023 Investment Policy, Second by Commissioner Quade. Approved 5-0.
 2. Sales Tax Update
 - i. Motion by Commissioner Findley to receive and file the Sales Tax Update, second by Commission Quade. Approved 5-0.
 3. Minutes for Meetings on 5/16/22, 5/23/22, 6/7/22 and 6/30/22
 - i. Motion by Commissioner Giulioni approve the minute for meeting on 5/16/22, 5/23/22, 6/7/22 and 6/30/22, second by Commission Chair Elsner. Approved 5-0

Next regular meeting – October 27, 2022

Meeting Adjourned at 7:16 PM

**City of South Pasadena Finance Commission
Minutes for Special Meeting
November 30, 2022 6:30 P.M.**

- I. Roll Call
Commission Chair Elsner – Present
Commissioner Findley – Present
Commissioner Tao - Present
Commissioner Giulioni – Present
Commissioner Quade – Present

- II. General Public Comment

- III. Action/Discussion
 1. Introduction of Maida Alcantara – Interim Finance Director
 2. Introduction of Hsiulee Tran – Deputy Finance Director
 3. Presentation of the City’s Investment by Morgan Stanley and Western Asset Management
 4. Property Tax Update
 - i. Motion by Commissioner Giulioni to receive and file the Property Tax Update, second by Commission Findley. Approved 5-0.
 5. Review and Approve CY 2023 Calendar & Work Plan
 - i. Motion by Commission Chair Elsner to approve the CY 2023 Calendar and Workplan, second by Commissioner Findley. Approved 5-0
 6. Select a Commissioner to serve on the Lease Ad Hoc
 - i. No action taken

Next regular meeting cancelled– December 15, 2022

Meeting Adjourned at 10:52 PM

**City of South Pasadena Finance Commission
Minutes for Special Meeting
February 6, 2023 4:00 P.M.**

- I. Roll Call
Commission Chair Elsner – Present
Commissioner Findley – Present
Commissioner Rossi - Present
Commissioner Giulioni – Present
Commissioner Quade – Present

- II. General Public Comment
 1. Josh Betta – Finance Commission Duties

- III. Action/Discussion
 1. City Manager Arminé Chaparyan and Deputy City Manager Domenica Informational Update
 2. Review of the Draft Annual Comprehensive Financial Report (ACFR)
 - i. Motion by Commissioner Giulioni to receive and file the Fiscal Year 2021-2022 Annual Comprehensive Financial Report, second by Commissioner Quade. Approved 5-0.
 3. Presentation from City Actuary

Next regular meeting – February 23, 2022

Meeting Adjourned at 5:36 PM