



**CITY OF SOUTH PASADENA
FINANCE COMMISSION
SPECIAL MEETING AGENDA
TUESDAY, JULY 23, 2024, at 5:00 p.m.
CITY COUNCIL CHAMBERS
1424 MISSION STREET, 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 Hybrid – City Council Chambers, 1424 Mission Street
- Via Zoom – **Webinar ID:** 899 0835 3459

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/85953856576>
3. You may listen to the meeting by calling: +1-669-900-6833 and entering the Zoom Meeting ID.

CALL TO ORDER

Chair

Peter Giulioni Jr.

ROLL CALL

Chair

Peter Giulioni Jr.

Vice Chair

Sheila Rossi

Commissioner

Cynthia Quade

Commissioner

Y-Le Ho

COUNCIL LIAISON:

Councilmember

Janet Braun

ELECTED TREASURER:

City Treasurer

Zhen Tao

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 July 23 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. Public Comment Public Comment – General (Non-Agenda Items)

General Public Comment will be limited to 30 minutes at the beginning of the agenda. If there are speakers remaining in the queue, they will be heard at the end of the meeting. Only Speakers who sign up in the first 30 minutes of public comment will be queued up to speak.

ACTION/DISCUSSION

2. **Personnel Costs and Position Controls**
3. **Expenditures for FY24-25**

COMMUNICATIONS

4. **City Council Liaison Communications**
5. **Staff Liaison Communications**
6. **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 **July 23, 2024**, 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.*

7/18/2024 /S/
Date Esteban Alvarez, Management Analyst

Item # 3

**Revised Key Changes Updated in the 06.27.2024
Budget Document**

Key Changes in the 6/27/2024 version of the Proposed Budget

- Updated FY23/24 Fund Balances (p. 1)
- Updated FY23/24 Reserves to account for totals not footing correctly (p.2)
- Updated FY24/25 Fund Balances (p.3)
- Updated FY24/25 Reserves (p.4)
- Updated FY24/25 Revenue Details (pp.16-23)
 - Increased Library parcel tax from \$375,150 to \$406,000 for FY23/24 Projected; Proposed FY24/25 and \$393,157 to \$420,000.
 - Updated Engineering Fees Miscellaneous for FY23/24 Projected \$113,237; FY24/25 Proposed \$135,600.
 - Updated Rental Miscellaneous from FY24/25 Proposed from \$35,000 to \$30,000.
- Updated FY24/25 Revenue Summary (p.27)

Proposed Changes not reflected in the 6/27/2024 Proposed Budget

- Proposed removal of \$79,575 from Library General Fund GL account 101-8010-8011-8180-000, contract services, Management Services already budgeted for this.
- **Proposed Union Negotiation Adjustments in the approximate amount of \$395,000 as directed by the City Council.**
- Proposed CIP division, General Fund adjustment \$0.00.
- Proposed \$10,500 for part-time staff cost for 4th of July to General Fund GL account 101-8030-8031-7010.
- Proposed \$31,900 for 4th of July overtime approved by City Council to General Fund GL account 101-8030-8031-7020.
- Proposed removal of \$2,388 from Prop C Holiday GL account 207-8030-8025-7040.
- Proposed reduction of Water Distribution GL account 500-6010-6710-8540 from \$820,000 to \$527,867. Narrative needs to be updated to say “Purchase two replacement Water Division vehicles and forklift (\$410,000), partial contribution to an asphalt repair vehicle (\$67,867), and an air compressor (\$50,000). (Total \$527,867).”