Notice of a Special Meeting of the
FINANCE COMMITTEE and/or CITY COUNCIL
1:00 p.m. - Monday, May 13, 2013
Council Chambers, Room S249

NOTICE IS HEREBY GIVEN that a special meeting of the Finance Committee and/or City Council will be held **Monday, May 13th** at **1:00 p.m.** in the Council Chambers, Room S249, at the City of Pasadena City Hall, 100 N. Garfield Ave., Pasadena, California.

A. CALL TO ORDER
B. PUBLIC COMMENT (Limited to items on the agenda.)
C. APPROVAL OF MINUTES
   - April 8, 2013
D. NEW BUSINESS
   1. City Manager's Recommended Fiscal Year 2014 Operating Budget Public Hearing
      - City Manager's Comments
      - FY 2014 Recommended Budget Overview presented by Andy Green, Director of Finance

Department Presentations:

1) City Attorney/City Prosecutor
2) City Clerk
3) City Council
4) City Manager
5) Finance
6) Fire
7) Housing
8) Human Resources
9) Human Services & Recreation
10) Information Technology
11) Library & Information Services
12) Planning& Community Development
13) Police
14) Public Health
15) Public Works
16) Transportation
17) Water & Power

Affiliated Agencies:

18) Successor Agency to the PCDC
19) Pasadena Center Operating Company
20) Pasadena Community Access Corporation
21) Rose Bowl Operating Company

E. ADJOURN SPECIAL MEETING OF FINANCE COMMITTEE AND CITY COUNCIL

Terry Tornek, Chair
Finance Committee

This notice, in its entirety, was posted at City Hall and distributed as indicated below by 5:30 p.m. on Thursday, May 9th, 2013.

Attachment: (1) Recommended FY 2014 CIP Budget – Residential Impact Fees

Lori Eubanks, Recording Secretary

Distribution:

City Council	Los Angeles Times	City Manager
Star-News	City Attorney	Pasadena Weekly
City Clerk	La Opinion	Main Library
Pasadena Journal	Council Chambers Bulletin Board	City Hall Front Kiosk

MINUTES

Regular Meeting of the
FINANCE COMMITTEE
April 8, 2013
4 p.m. Council Chambers, Room S249
Pasadena City Hall

A. CALL TO ORDER: 4:06 p.m.

In attendance (absent as indicated):

Council Members	Staff	
Mayor Bogaard	Joe Awad	Andy Green
Victor Gordo	Michael Beck	Julie Gutierrez
Margaret McAustin	Richard Davis	Brenda Harvey-Williams
Terry Tornek	Darryl Dunn	Douglas Lee
		Dan Rix

B. PUBLIC COMMENT

There was no public comment.

C. APPROVAL OF MINUTES

- March 20, 2013 Special Audit/Finance Committee Meeting

The minutes were approved as submitted.

D. NEW BUSINESS

1. **Approval of a Journal Voucher Appropriating $896,453 from Refuse Fund and Authorize Issuance of Purchase Order with Los Angeles Freightliner for Purchase of Three Autocar Side Loader Refuse Trucks in an Amount Not to Exceed $896,453**

   This report was presented by Douglas Lee, Public Works department. Staff recommended purchase of three Autocar side loader refuse trucks in an amount not to exceed $896,453. The Finance Committee unanimously approved forwarding this item to City Council.

2. **Amend Fiscal Year 2013 Capital Improvement Program Budget to Add One New Project and Approve a Journal Voucher to Amend Projects in Fiscal Year 2013 Capital Improvement Program Budget**

This report was presented by Brenda Harvey-Williams, Public Works Department. Staff recommended: 1) adding a new project to the FY 2013 CIP budget (Restoration, Upgrades, and Repairs of the Civic Auditorium, Convention Center, and Ice Rink FY 2013-FY 2017); 2) approval of a journal voucher with a net increase of $874,446; and approval of an increase of PO No. 51580 with Mallcraft Inc. in the amount of $69,326. The Finance Committee unanimously approved forwarding this item to City Council.

3. **Authorization to Enter into a Contract with Designated Software, Technology, and Engineering Firms to Furnish and Deliver Various Types of Systems and Services to Implement the Outage Management and Interactive Voice Response Systems for the Water and Power Department**

This report was presented by Joe Awad, Water and Power Department. Staff recommended: 1) accepting the proposal from Milsoft Utility Solutions, Inc. in an amount not to exceed $578,113 or four years, whichever comes first; 2) entering into a contract with EFACEC Advanced Control Systems in an amount not to exceed $278,572 or two years whichever comes first; 3) issuing a purchase order contract with Utility Data Contractors for an amount not to exceed $200,000; issuing a purchase order contract with Avineon, Inc. in an amount not to exceed $200,000; 4) increasing the existing General Engineering Services Contract 20516 with SAIC from $1 million to $1.3 million; and 4) appropriating $400,000 from the unappropriated Power Fund balance to Power Fund Capital Improvement Project 3034, Distribution System Life Cycle Management for GIS related contracts and $300,000 from the unappropriated Power Fund balance to Power Fund CIP 3201, Outage Management System. The Finance Committee unanimously approved forwarding this item to the City Council.

E. ADJOURN FINANCE COMMITTEE

Andy Green, Director of Finance, reminded the Finance Committee of the April 29, 2013, 1 p.m. special meeting of the Finance Committee and City Council to present the CIP budget.

With no further business to come before the Finance Committee, the meeting adjourned at 5:03 p.m.

Terry Tornek, Chair Date
Finance Committee

ATTEST

Lori Eubanks Date
Recording Secretary
Finance Committee

Agenda Report

May 13, 2013

TO: Honorable Mayor and City Council

THROUGH: Finance Committee

FROM: Department of Finance

SUBJECT: **CITY MANAGER'S RECOMMENDED FISCAL YEAR 2014 OPERATING BUDGET PUBLIC HEARING**

RECOMMENDATIONS:

It is recommended that the City Council:

1. Open the public hearing on the City Manager's Recommended Fiscal Year 2014 Operating Budget;

2. Continue the public hearing to May 20, 2013 at 7:00 p.m. and thereafter at each subsequent regular meeting of the City Council until the City Council determines that the public hearing may close, and then formally adopt the Fiscal Year 2014 Operating Budget.

BACKGROUND:

The City of Pasadena Charter requires that on or before the third Monday in May, the City Manager shall submit an annual operating budget. On April 29, 2013, the City Manager distributed the Recommended Fiscal Year (FY) 2014 Operating Budget in compliance with the requirements of the City charter. This budget represents the City's financial plan for the coming fiscal year and furthers the City's mission to deliver exemplary municipal services responsive to our entire community and consistent with the City's history, culture, and unique character. Adoption of the City's annual budget is required as set forth in Section 904 of the City Charter. In addition to the City's anticipated operating revenues and expenses, the FY 2014 Recommended Budget includes the appropriations identified for FY 2014 for the FY 2014-2018 Capital Improvement Program (presented to the City Council on April 29, 2013) and the City's operating companies (Rose Bowl Operating Company, Pasadena Center Operating Company, and Pasadena Community Access Corporation).

Attachment A provides a summary of city-wide FY 2014 recommended appropriations by department and affiliated agencies and estimated revenues by category. The corresponding detail budget information has been available for public review at City facilities and was uploaded on the City's website since April 30, 2013.

COUNCIL POLICY CONSIDERATION:

The City Council's strategic planning goal of maintaining fiscal responsibility and stability will be advanced through adoption of the FY 2014 Recommended Budget.

FISCAL IMPACT:

Recommended Budget Summary

	Appropriations	Revenues
Operating Budget		
General Fund	$202.6 Million	$202.7 Million
All Other Funds	$328.5 Million	$485.6 Million
Citywide Operating Costs	$531.1 Million	$688.3 Million
Capital Improvement Program	$98.2 Million	$98.2 Million
Operating Companies	$51.9 Million	$51.9 Million
Total:	$681.2 Million	$838.4 Million

FTEs

General Fund	936.9
All Funds	2,144.9

Respectfully submitted,

ANDREW GREEN
Director of Finance
Department of Finance

Prepared by:

Richard Davis
Budget Administrator

Approved by:

MICHAEL J. BECK
City Manager

Attachment A: FY 2014 Recommended Budget Revenues and Appropriations

Attachment A

FY 2014 Recommended Budget Revenues and Appropriations
Appropriations By Department

	Fiscal Year 2014 Recommended Budget ($000)		
	General Fund	Total All Funds	FTEs
	----------$'s in thousands----------		
Operating Expenses			
City Departments			
City Council	$2,009	$2,009	10.00
City Manager	5,213	5,213	19.00
City Attorney/City Prosecutor	6,138	6,138	28.00
City Clerk	1,792	2,281	13.00
Finance	9,255	13,099	76.75
Fire	38,824	39,423	180.50
Information Technology	-	13,522	63.50
Police	59,733	63,540	367.75
Planning & Community Development	7,582	12,188	74.75
Human Resources	2,883	3,664	20.00
Public Health	-	13,898	122.10
Libraries and Information Services	-	12,623	106.95
Human Services & Recreation	9,369	9,369	92.27
Housing	-	24,631	47.72
Public Works	20,852	66,165	310.60
Transportation	4,496	30,610	48.00
Water & Power	-	280,230	426.00
Non Departmental	34,402	42,209	-
Department Total	**202,548**	**640,812**	**2,006.89**
Successor Agency to PCDC	-	27,094	1.00
Citywide Sub-Total	**202,548**	**667,906**	**2,007.89**
Capital Labor Adjustment	-	(27,383)	-
Inter-Departmental Transfers	-	(109,447)	-
Citywide Operating Sub-Total	**202,548**	**531,076**	**2,007.89**
Affiliated Agencies			
Pasadena Center Operating Company	-	18,543	98.00
Pasadena Community Access Corporation	-	980	15.00
Rose Bowl Operating Company	-	32,396	24.00
Affiliated Agencies Sub-Total	-	**51,919**	**137.00**
Total Operating Appropriations	**202,548**	**582,995**	**2,144.89**
Capital Appropriations			
Information Technology	-	608	-
Libraries and Information Services		600	
Pasadena Center Operating Company	-	650	-
Planning		167	
Public Works	-	30,055	-
Rose Bowl Operating Company	-	10,100	-
Transportation	-	4,854	-
Water & Power	-	51,190	-
Capital Improvement Program Appropriations Subtotal	-	**98,224**	-
Total Appropriations	**$202,548**	**$681,219**	**2,144.89**

Attachment A

FY 2014 Recommended Budget Revenues and Appropriations
Revenues by Category

	Fiscal Year 2014 Recommended Budget ($000)	
	General Fund	Total All Funds
	$'s in thousands	
Property Tax	$40,720	$67,874
Sales Tax	31,700	32,486
Transient Occupancy Taxes	12,270	12,270
Utility Taxes	31,302	31,302
Franchise Taxes	2,245	5,726
Other Taxes	14,750	22,670
Taxes Subtotal	**132,987**	**172,328**
Licenses and Permits	2,768	9,175
Intergovernmental	14,376	59,404
Charges For Services	15,030	26,234
Fines and Forfeitures	7,087	7,087
Investment Earnings	1,067	9,618
Rental Income	1,149	15,802
Miscellaneous	1,371	10,181
Operating Income	7,577	307,725
Operating Transfers In	19,242	64,640
Non-Operating Income	-	6,112
Revenue Subtotal	**202,654**	**688,306**
Capital Improvement Program	**-**	**98,224**
Affiliated Agencies		
Pasadena Center Operating Company	-	18,543
Pasadena Community Access Corporation	-	980
Rose Bowl Operating Company	-	32,396
Affiliated Agencies Subtotal	**-**	**51,919**
Total Revenues	**$202,654**	**$838,449**

MEMORANDUM - CITY OF PASADENA
DEPARTMENT OF PUBLIC WORKS

DATE: May 13, 2013

TO: Finance Committee/City Council

FROM: Siobhan Foster, Director of Public Works SF

RE: Recommended FY 2014 CIP Budget – Residential Impact Fees

On April 29, 2013, City staff presented the City Manager's Recommended FY 2014 – 2018 Capital Improvement Program to the City Council and Finance Committee. Subsequently, Council Member McAustin requested clarification of the FY 2014 recommendations for Residential Impact Fee appropriations and uses. The attached spreadsheet outlines the FY 2014 recommendations which include appropriations for:

- Two new parks;
- Seven park expansions or expanded recreational uses; and,
- Two major renovation projects.

All of the recommended uses are consistent with Section 4.17.060 of the Residential Impact Fee ordinance which states: *the board shall, by resolution, adopt a schedule for disbursing the funds collected under this chapter to develop park or recreational facilities, or targeting certain improvements for acquisition, construction and installation.* Staff will be available at the May 13, 2013 joint City Council and Finance Committee meeting to discuss further, if needed.

Copy: Michael J. Beck, City Manager
Julie A. Gutierrez, Assistant City Manager
Andrew Green, Director of Finance

City of Pasadena
Residential Impact Fees - Revenues & Expenses
As of March 31, 2013

Fund 304 Residential Impact Fees		West	Central	East	Arroyo	Interest	Total	FY 14 Workplan	New/Expansion/Major Renovation
Balance as of March 31, 2013		4,791,838	231,361	452,979	611,662	768,420	6,856,260		
FY 2014 Recommended Appropriations									
78461	Central Park - Implement Master Plan	1,500,000	0	0	0	0	1,500,000	Installation of new playground; final design and bids for the restroom; design of remainder of project per master plan	Expansion
78240	Annandale Canyon Open Space Trail Access and Improvements	100,000	0	0	0	0	100,000	Trail head improvements & construction; design for add'l trail routes	Expansion
78801	School Park Site Improvements	100,000	0	0	0	0	100,000	New playground at Linda Vista School site	Expansion
78044	Citywide Sports Field Improvements	0	100,000	0	0	0	100,000	Major field renovations at Villa and Washington	Major renovation
New	Synthetic Turf Soccer Field	0	0	200,000	0	300,000	500,000	Design & environmental of new soccer field	Expansion
New	Desidero Park - Development of New Park	130,000	0	0	0	0	130,000	Park planning and EIR will begin	New
New	Soccer Field - Muir High School	200,000	0	0	0	0	200,000	Design & environmental review	New
New	Victory Park - Master Plan Development	0	0	250,000	0	0	250,000	Master planning process to begin	Expansion
73124	La Loma Bridge - Rehabilitation	0	0	0	0	200,000	200,000	New pedestrian bridge for expansion of trail use per Lower Arroyo Master Plan	Expansion
77460	Renovation of La Casita del Arroyo	0	0	0	325,000	0	325,000	Renovation and upgrades for compliance with building	Major renovation
77901	Pasadena Equestrian Center Improvements	0	0	0	200,000	0	200,000	Utility and CUP for uses in Hahamongna Annex per the Hahamongna Master Plan	Expansion
Total Recommended Appropriations		**2,030,000**	**100,000**	**450,000**	**525,000**	**500,000**	**3,605,000**		
Remaining Balance		2,761,838	131,361	2,979	86,662	268,420	3,251,260		

5/9/2013 12:00 PM