Regular Meeting Minutes
FINANCE COMMITTEE
Monday, February 24, 2020 ▪ 4:00 p.m.
Council Chambers Room S249, Pasadena City Hall

A. CALL TO ORDER: The regular meeting of the Finance Committee was called to order at 4:09 p.m. with Mayor Tornek and Councilmembers McAustin and Kennedy comprising the quorum.

Attendees (Absent as indicated):

Councilmembers	**Staff**	
Mayor Tornek, Chair	Michele Bagneris	Phillip Leclair
Victor Gordo (Absent)	Manuel Carmona	Michele Logan
John Kennedy (Arrived at 4:09 p.m.)	Stephanie Chang	Steve Mermell
Margaret McAustin	Julie Gutierrez	Javan Rad
	Matthew Hawkesworth	Michelle Robinson
Recording Secretary: Lori Eubanks	Mark Jomsky	Kimberly Siemen

B. PUBLIC COMMENT - None.

C. NEW BUSINESS

1. Amendments to the Fiscal Year 2020 Adopted Operating Budget

Michele Logan, Principal Administrative Analyst, Budget Division, presented this report. Staff recommend that the City Council amend the Fiscal Year (FY) 2020 Adopted Operating Budget by a net amount of $2,517,278.

Councilmember McAustin inquired about budget amendment #8, "Increased Staffing for National Day Laborer Organizing Network Job Center." She asked to see at a future date, a matrix about results from funds received from the City.

Chair Tornek also inquired about budget amendment #8 and wanted to know how the existing part-time position is being funded given the request for funding pertains to an existing position. City Manager, Steve Mermell said he would get back with a response.

Councilmember McAustin inquired about budget amendment #1, "Outside Legal Services for City Attorney/City Prosecutor Department to appropriate $1,900,000 for Outside Legal Services." Michele Bagneris, City Attorney, responded that employee-related litigation, police litigation, and cannabis litigation are the reasons for the large dollar amount for this appropriation for Outside Legal Services.

The Finance Committee approved forwarding this report to the full City Council.

2. **Recognition and Appropriation of 2019 Urban Area Security Initiative (UASI) Grant Funds**

Stephanie Chang, Management Analyst, Fire Department, presented this report. Staff recommended that the City Council authorized the City Manager to enter into a contract with the City of Los Angeles to accept and administer 2019 Urban Area Security Initiative (UASI) grant funds on behalf of the City and amend the Fiscal Year 2020 Operating Budget by recognizing revenue and appropriating $118,652 awarded by UASI as detailed in the fiscal impact section of the agenda report ($68,652 to Police Department; $50,000 to Public Health Department).

The Finance Committee approved forwarding this report to the full City Council.

3. **Authorization to Enter into a Contract with Birdi & Associates, Inc., for the Purchase and Installation of a Jail Access Control and Monitoring System, Jail Locks, and Cell Check Solution at the Police Jail Facility**

Phillip Leclair, Chief Information Officer, Department of Information Technology, presented this report. Staff recommended that the City Council authorize the City Manager to enter into a contract with Birdi & Associates, Inc., for an amount not to exceed $653,513, which includes a ten percent contingency, and amend the Fiscal Year 2020 Capital Improvement Program Budget by appropriating $116,013 to the Police Jail Access Control and Monitoring System Replacement Project 71811, from the Police Department's Supplemental Law Enforcement Fund.

The Finance Committee approved forwarding this report to the full City Council.

D. INFORMATION ONLY

1. **2nd Quarter Financial Update**

Matthew Hawkesworth, Director of Finance, presented this reports.

Councilmember Kennedy requested the sources for Fund 220 (Revenue), "Rental Assistance Programs Fund." Councilmember Kennedy also inquired the reason that Fund 211 (Expenditures), "Human Services Endowment Fund" had a zero balance. City Manager, Steve Mermell, explained that approximately $2 million was transferred to Pasadena Community Foundation a number of years ago and said Mr. Mermell said he will research the fund and get back with more detail.

E. CLOSED SESSION (The Finance Committee recessed to closed session at 4:46 p.m.)

CITY COUNCIL CONFERENCE WITH LABOR NEGOTIATIORS pursuant to Government Code Section 54957.6
Agency Designated Representatives: Jennifer Curtis and Steve Mermell
Employee Organizations: Pasadena Firefighters Association (PFFA)

F. ADJOURN

With no further business to come before the committee, the meeting adjourned at 5:28 p.m.

/s/ Terry Tornek 5.28.20

Mayor Tornek Date
Chair, Finance Committee

ATTEST: For 5/28/20
Lori Eubanks, Date
Recording Secretary