AGENDA
FINANCE COMMITTEE
SPECIAL MEETING NOTICE
MAY 22, 2023
PUBLIC MEETING 3:00 P.M.

Members
Victor M. Gordo, Mayor
Tyron Hampton, District 1
Felicia Williams, District 2

STAFF
Matthew Hawkesworth, Director of Finance
Theresa Fuentes, Assistant City Attorney
Gloria Acevedo, Recording Secretary

MISSION STATEMENT
The City of Pasadena is dedicated to delivering exemplary municipal services, responsive to our entire community and consistent with our history, culture and unique character.

In compliance with the Americans with Disabilities Act of 1990, Assistive Listening Devices are available from the City Clerk's Office with a 24-hour advance notice. Please call (626) 744-4124 to request use of a listening device.

Language translation services are available for this meeting by calling (626)744-4124 at least 24 hours in advance.
Habrá servicio de interpretación disponible para éstas juntas llamando al (626)744-4124 por lo menos con 24 horas de anticipación.

Meetings are broadcast live on cable Channel 3 and on the Internet at http://pasadena.granicus.com/mediaplayer.php?camera_id=2&publish_id=9 and https://www.pasadenamedia.org/watch/ (Click on Video Streamlining on the right side of the screen).

Items on the agenda may not be called in order listed. Agendas and supporting documents are available on the Internet at https://www.cityofpasadena.net/commissions/city-council-finance-committee/

*Materials related to an item on this Agenda submitted to the Finance/Audit Committee **after** distribution of the agenda packet will be posted online and listed as: "Supplemental Agenda Material Received after the Posting of the agenda"*

PUBLIC COMMENT AT THE FINANCE COMMITTEE MEETING FOR MAY 22, 2023 AT 3:00 P.M. WILL BE ACCEPTED IN-PERSON AND BY VIDEOCONFERENCE/TELECONFERENCE.

Link to City Meeting Policy:
cityofpasadena.net/CityCouncilMeetingPolicy

In order to facilitate public participation at meetings the City will accept public comment in the following manner:

1. Whether participating in-person or virtually at the meeting, members of the public may provide public comment by submitting a speaker card prior to the start of public comment on that item, at the following webpage:

   www.cityofpasadena.net/commissions/public-comment/

   If a public comment speaker wishes to speak on more than one agenda item, please indicate which items on the online form (multiple item speakers will be handled according to the process posted on the agenda and as specified in the City meeting policy). Public comments are limited to 3 minutes each, and the Chair and Committee may limit this time if reasonable under the circumstances.

2. In-person Meeting Participation: Complete an online speaker card at the following website: **www.cityofpasadena.net/commissions/public-comment/**

   After submitting a public speaker card, members of the public may attend the meeting in-person by coming to the Pasadena City Council Chamber, Room S249 at City Hall at the date and start-time of the posted meeting.

   Virtual Meeting Participation: For virtual participants, you may attend by connecting to the meeting using a computer, other electronic device, or by telephone. Please review the agenda to identify the published start time for the meeting and connect to the meeting just prior to, or at the start of the meeting.

   To participate in public comment for an item and to be recognized to speak, it is required that the speaker login to the meeting using the same name or telephone number used on the Speaker Card form. This will allow City staff to locate and promote the speaker into the meeting when it is time for their public comment. Participants' phone calls to the Committee meeting will be recorded as part of the Committee meeting. By staying on the line and making public comment during the Committee meeting by phone, you are agreeing to have your phone call recorded. Following is the connectivity information for virtual participation:

   Computer or electronic devices, join the meeting at: **cityofpasadena.net/cczoom**

   Telephone only dial-in: 1-669-900-6833, Meeting ID: 161 482 446

3. **Speaker Card Help Line**: If a public comment speaker needs assistance in completing a speaker card, please call the City Clerk's Office at: (626) 744-4124. Help line will open **30 minutes** prior to the posted start time of the meeting.

4. Members of the public may submit correspondence of any length prior to the start of the meeting, at the following email address:

   gacevedo@cityofpasadena.net

   Correspondence will be forwarded to the Committee prior to the start of the meeting, posted online, and made part of the legislative record for the item.

LIVESTREAM WITH CAPTIONING IS AVAILABLE AT WWW.PASADENAMEDIA.ORG, AND ALSO AT WWW.CITYOFPASADENA.NET/COMMISSIONS/AGENDAS,

IF YOU NEED A REASONABLE MODIFICATION OR ACCOMMODATION PURSUANT TO THE AMERICANS WITH DISABILITIES ACT BECAUSE YOU ARE UNABLE TO PARTICIPATE ELECTRONICALLY AS SET FORTH ABOVE, CONTACT THE CITY CLERK'S OFFICE AS SOON AS POSSIBLE AT (626) 744-4124 OR CITYCLERK@CITYOFPASADENA.NET.

DEPARTMENT OF FINANCE

CITY OF PASADENA
NOTICE OF SPECIAL MEETING
OF THE FINANCE COMMITTEE

MAY 22, 2023
PUBLIC MEETING: 3:00 P.M.
PASADENA CITY HALL, COUNCIL CHAMBER
100 NORTH GARFIELD AVENUE, ROOM S249

NOTICE IS HEREBY GIVEN that the special meeting of the Finance Committee will be held on Monday, May 22, 2023 at 3:00 p.m. in the Pasadena City Hall Council Chambers S249.

Victor M. Gordo, Mayor
City of Pasadena

I HEREBY CERTIFY that this notice, in its entirety, was posted on the Internet at www.cityofpasadena.net/commissions/city-council-finance-committee and on the Council Chamber Bulletin Board, Room S249 and the Bulletin Board in the rotunda area, City Hall, 100 North Garfield Avenue, this 18th day of May, 2023, by 5:30 p.m., and that copies hereof were faxed, emailed or delivered to each member of the City Council and to each local newspaper of general circulation, radio or television station requesting notice in writing, all of which recipients are identified on the distribution list set forth herein below.

Gloria Acevedo, Recording Secretary
Finance Committee

DISTRIBUTION:

City Council
City Manager
City Attorney
Public Information Officer
Los Angeles Times
Pasadena Independent
ColoradoBoulevard.net
La Opinion
Pasadena Journal
Pasadena Now
Pasadena Star News
Pasadena Weekly
Conversation Live

In compliance with the Americans with Disabilities Act of 1990,
listening assistive devices are available from the City Clerk's Office with a 24-hour advance notice.
Please call (626) 744-4124 to request use of a listening device.
Language translation services may be requested with 24-hour advance notice.
Habrá servicio de interpretación disponible para éstas juntas llamando al
(626) 744-4124 por lo menos con 24 horas de anticipación.

SPECIAL MEETING
AGENDA
FINANCE COMMITTEE
MAY 22, 2023

Public Meeting: 3:00 P.M.
Council Chamber, Pasadena City Hall
100 North Garfield Avenue, Room S249

PUBLIC MEETING - 3:00 P.M.

ROLL CALL

PUBLIC COMMENT – LIMITED TO ITEMS ON THIS SPECIAL MEETING AGENDA AND WILL BE HEARD AT THE TIME THE ITEM IS CONSIDERED

APPROVAL OF MINUTES

March 27, 2023	Special Meeting
April 10, 2023	Cancellation Notice

NEW BUSINESS

1. **AUTHORIZE THE CITY MANAGER TO EXECUTE AGREEMENTS WITH THE CALIFORNIA PUBLIC UTILITIES COMMISSION FOR LOCAL AGENCY TECHNICAL ASSISTANCE GRANT FUNDS FOR A STRATEGIC BROADBAND PLAN**

2. **AMENDMENT TO HOUSING DEPARTMENT'S FISCAL YEAR 2023 OPERATING BUDGET; AUTHORIZATION TO AMEND CONTRACT NO. 23,609 WITH COUNTY OF LOS ANGELES TO ADD ADDITIONAL FUNDING AND EXTEND THE TERM THROUGH JUNE 30, 2024**

3. **AMENDMENT TO HOUSING DEPARTMENT'S FISCAL YEAR 2023 OPERATING BUDGET AND AUTHORIZATION TO AMEND CONTRACTS NOS. 31386 WITH UNION STATION HOMELESS SERVICES AND 32093 WITH SYCAMORES TO ADD FUNDING FOR HOMELESS SERVICES PROGRAMS**

4. **<u>CONTINUED BUDGET WORKSHOP</u> FY 2024 RECOMMENDED OPERATING BUDGET**

   OPERATING BUDGET PRESENTATIONS:
   - **A. ROSE BOWL OPERATING COMPANY**
   - **B. CITY MANAGER'S OFFICE – ADMINISTRATION SECTION**

INFORMATION ONLY

ADJOURN

APPROVAL OF MINUTES

- March 27, 2023 Special Meeting
- April 10 , 2023 Cancellation Notice

CITY OF PASADENA
FINANCE/AUDIT COMMITTEE MINUTES
PASADENA CITY HALL
100 NORTH GARFIELD AVENUE
CITY HALL COUNCIL CHAMBER S249
MARCH 27, 2023
SPECIAL MEETING

OPENING Chair Gordo called the special meeting of the Finance/Audit Committee to order at 3:06 p.m.

ROLL CALL: Mayor Victor M. Gordo (Chair)
Councilmember Tyron Hampton
Vice Mayor Felicia Williams

Staff: Miguel Márquez, City Manager
David Reyes, Assistant City Manager
Brenda Harvey-Williams, Assistant City Manger
Theresa Fuentes, Assistant City Attorney
Vic Erganian, Deputy Director of Finance/City Treasurer
Manuel Carmona, Interim Director of Public Health
Ruthe Holden, Internal Audit Manager
Rebecca Takahashi, Senior Internal Auditor
Tim McDonald, Interim Director of Library and Information Services
Mike Shea, Library Services Manager
Gloria Acevedo, Recording Secretary

NEW BUSINESS **AUTHORIZE THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH THE SUBSTANCE ABUSE AND MENTAL HEALTH SERVICES ADMINISTRATION TO RECOGNIZE AND APPROPRIATE $61,727 TO THE FISCAL YEAR 2023 PUBLIC HEALTH DEPARTMENT OPERATING BUDGET TO CONDUCT A MENTAL HEALTH AWARENESS AND TRAINING PROGRAM**

Chair Gordo introduced the item and Manuel Carmona, Interim Director of Public Health, provided a PowerPoint Presentation and responded to questions.

Councilmember Hampton asked if staff is planning to partner with the Pasadena Unified School District and the Independent School Alliance to train their staff and if the program will be open to residents. Mr. Carmona stated that the intent is to

partner with many community members and organizations in order to create awareness and provide training opportunities.

Chair Gordo asked that staff pursue grant opportunities such as the SAMHSA grant to supplement the existing funds as well as partnership opportunities.

Following a brief discussion, it was moved by Councilmember Hampton seconded by Vice Mayor Williams, to approve staff's recommendation and forward the item to the City Council for consideration. (Motion Unanimously carried) (Absent: None)

RECOGNIZE AND APPROPRIATE GRANT FUNDS IN THE AMOUNT OF $50,000 FROM CALIFORNIA STATE LIBRARY TO THE DEPARTMENT OF LIBRARIES AND INFORMATION SERVICES' FISCAL YEAR 2023 OPERATING BUDGET

Chair Gordo introduced the item and Tim McDonald, Interim Director of Library and Information Services, provided an outline of the report and introduced Mike Shea, Library Services Manager. They both responded to questions.

Councilmember Hampton asked how many eBooks were expected to be purchased with the grant. Mr. Shea stated that $65,000 will allow for the purchase of approximately 1500 eBooks/audio books. Councilmember Hampton also inquired about the licensing agreements when it came to how many copies of a particular eBook could be checked-out at a time. Mr. Shea responded that the publisher establishes the lending options for each eBook.

Chair Gordo congratulated the Pasadena Library for securing the grant and for their work with the One City One Story event.

Following a brief discussion, it was moved by Councilmember Hampton seconded by Vice Mayor Williams, to approve staff's recommendation and forward the item to the City Council for consideration. (Motion Unanimously carried) (Absent: None)

DIRECTION TO PREPARE AN ORDINANCE AMENDING PASADENA MUNICIPAL CODE CHAPTER 4.100 TO REFLECT THE CHARTER AMENDMENT TO SECTIONS 1407 AND 1408 AS APPROVED BY VOTERS

Chair Gordo introduced the item and Vic Erganian, Deputy Director of Finance/City Treasurer, provided an outline of the item.

It was moved by Vice Mayor Williams seconded by Councilmember Hampton, to approve staff's recommendation and forward the item to the City Council for consideration. (Motion Unanimously carried) (Absent: None)

INFORMATION ONLY **INTERNAL AUDIT STATUS UPDATE**

Chair Gordo introduced the item and Ruthe Holden, Internal Audit Manager, provided a PowerPoint Presentation and responded to questions.

Councilmember Hampton expressed concern about how the Pasadena Water & Power's February 2023 survey was vetted and provided to the public. Ms. Holden stated that the vetting process appeared to have been rushed and that after reviewing thousands of emails and interviewing staff involved, they stated there was no intent to sway away from policy direction.

Councilmember Hampton asked about the feasibility to pay small business owners on a net 15-day term. Ms. Holden stated that the subject will be included in the upcoming accounts payable audit.

Vice Mayor Williams asked about the availability of the audit results. City Manager, Miguel Márquez, will provide copies of the report to the full City Council during the March 27, 2023 scheduled closeD session.

Chair Gordo asked if outside influences played any part in Pasadena Water and Power's February 2023 public survey process. Ms. Holden stated the audit found no outside influences. Chair Gordo also expressed concern that the Department of Information Technology Risk assessment, was still in pending status given the effects a cybersecurity attack could have on City Departments and asked that the physical City plants/structures including the Pasadena Police Department and

the Pasadena Public Health Department be included in the assessment.

Following a brief discussion, on the order of the Chair and consensus of the Committee, the item was received and filed.

CITY OF PASADENA BANK HOLDINGS

Chair Gordo introduced the item and Vic Erganian, Deputy Director of Finance, City Treasurer, provided a PowerPoint presentation and responded to questions.

Councilmember Hampton requested for the item to be included in a future City Manager's Newsletter.

Following a brief discussion, on the order of the Chair and consensus of the Committee, the item was received and filed.

ADJOURNMENT

On the order of the Chair, the special meeting of the Finance/Audit Committee was adjourned at 4:33 p.m.

ATTEST:

_____
Mayor Victor Gordo, Chair
Finance/Audit Committee

_____
Gloria Acevedo
Recording Secretary

DEPARTMENT OF FINANCE

CITY OF PASADENA
NOTICE OF CANCELLATION
FINANCE COMMITTEE
REGULAR MEETING
APRIL10, 2023

NOTICE IS HEREBY GIVEN that the regular meeting of the Finance Committee, scheduled for Monday, April 10, 2023 at 4:00 p.m. in the Pasadena City Hall, 100 North Garfield Avenue, Pasadena, is cancelled.

Victor M. Gordo, Chair
Finance Committee

I HEREBY CERTIFY that this notice, in its entirety, was posted on the Internet at www.cityofpasadena.net/commissions/city-council-finance-committee and on the Council Chamber Bulletin Board, Room S249 and the Bulletin Board in the rotunda area, City Hall, 100 North Garfield Avenue, this 6th day of April, 2023, by 5:30 p.m., and that copies hereof were faxed, emailed or delivered to each member of the City Council and to each local newspaper of general circulation, radio or television station requesting notice in writing, all of which recipients are identified on the distribution list set forth herein below.

Gloria Acevedo, Recording Secretary
Finance Committee

DISTRIBUTION:
City Council
City Manager
City Attorney
Public Information Officer
Los Angeles Times
Pasadena Independent
ColoradoBoulevard.net
La Opinion
Pasadena Journal
Pasadena Now
Pasadena Star News
Pasadena Weekly
Conversation Live

NEW BUSINESS

ITEM 1

1. AUTHORIZE THE CITY MANAGER TO EXECUTE AGREEMENTS WITH THE CALIFORNIA PUBLIC UTILITIES COMMISSION FOR LOCAL AGENCY TECHNICAL ASSISTANCE GRANT FUNDS FOR A STRATEGIC BROADBAND PLAN

Agenda Report

May 22, 2023

TO: Honorable Mayor and City Council

THROUGH: Finance Committee

FROM: Department of Information Technology

SUBJECT: **AUTHORIZE THE CITY MANAGER TO EXECUTE AGREEMENTS WITH THE CALIFORNIA PUBLIC UTILITIES COMMISSION FOR LOCAL AGENCY TECHNICAL ASSISTANCE GRANT FUNDS FOR A STRATEGIC BROADBAND PLAN**

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the proposed action is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061 (b)(3), the "common sense" provision that CEQA only applies to projects that may have an effect on the environment;

2. Authorize the City Manager to execute agreements with the California Public Utilities Commission (CPUC) associated with the receipt of $325,000 in reimbursable Local Agency Technical Assistance (LATA) grant funding for a Strategic Broadband Plan; and

3. Amend the City's budget to recognize and appropriate funds for the LATA grant in the amount of $325,000 to Capital Improvement Program Project 71167 (City Fiber Network Expansion FY 2020 - FY 2024) for expenses related to the development of a Strategic Broadband Plan.

BACKGROUND:

Established by the California Public Utilities Commission (CPUC) according to Senate Bill 156, the Local Agency Technical Assistance (LATA) grants support local government agencies and tribes in their efforts to expand broadband service to unserved and underserved Californians. The bill allocated $50 million budget for grants including a $5 million set-aside for tribes for technical assistance funding for planning work, including community needs assessments, environmental and engineering studies,

network design, and broadband strategic plans, that will facilitate high-speed broadband infrastructure projects.

The LATA grant program is open only to California local government agencies and tribes and will award grants on a first come, first served basis until funding is exhausted. The LATA grant program opened for applications on August 1, 2022.

On October 28, 2022, the Department of Information Technology (DoIT) applied for funding from the California Public Utilities Commission (CPUC) to develop a Strategic Broadband Plan to include a market analysis, feasibility study, and needs assessment. The goal of the plan is to increase broadband access to underserved and unserved areas in the City. The plan would also be used to help coordinate any investments with existing and potentially new telecommunications companies to improve competition, reliability, and resiliency of broadband services for the community. The Strategic Broadband Plan is an important step in ensuring that everyone in the City has access to affordable, reliable, and high-speed broadband.

The CPUC awarded $325,000 on March 27, 2023 to the City that will fund the entire amount of the project within a 24-month timeframe. The City Council's approval will allow the City to receive reimbursement for project.

Therefore, staff is recommending authorization for the City Manager to execute all agreements with the CPUC to accept this LATA Grant, including, but not limited to the following documents:

1. Consent Form – this binds the City to the terms, conditions, and requirements of the CPUC's approved Decision 22-02-026 and the March 27, 2023 award letter; and
2. Payee Data Record – this is the State's standardized form STD 204 and is required for tax purposes.

Staff will have 24-months to complete the project outlined under the grant and will return to Council, as necessary, for consideration of any contract awards needed to meet this timeline.

COUNCIL POLICY CONSIDERATION:

By authorizing the City Manager to execute all agreements with the CPUC associated with the LATA Grant funds, it will advance the City Council's strategic planning goal to improve, maintain, and enhance public facilities and infrastructure by creating a strategic broadband plan to close the digital divide.

ENVIRONMENTAL ANALYSIS:

The proposed action has been determined to be exempt from CEQA pursuant to State CEQA Guidelines Section 15061 (b)(3), the "common sense" provision of CEQA (formerly the general rule), which applies to projects which may have the potential for causing a significant effect on the environment. No direct physical changes to the environment are proposed.

FISCAL IMPACT:

The approval of this action will enable the City to receive $325,000 in LATA Grant funding through the CPUC. The funding will be recognized and appropriated to Capital Improvement Program project #71167 (City Fiber Network Expansion FY 2020 - FY 2024). Therein, expenses will be tracked and monthly reporting for reimbursement submitted in accordance with the grant guidelines. There are no indirect or support costs anticipated as a result of accepting this grant funding.

Respectfully submitted,

PHILLIP LECLAIR
Chief Information Officer
Department of Information Technology

Prepared by:

Chris Huynh
Telecom & Regulatory Administrator
Department of Information Technology

Approved by:

MIGUEL MÁRQUEZ
City Manager

NEW BUSINESS

ITEM 2

2. AMENDMENT TO HOUSING DEPARTMENT'S FISCAL YEAR 2023 OPERATING BUDGET AUTHORIZATION TO AMEND CONTRACT NO. 23,609 WITH COUNTY OF LOS ANGELES TO ADD ADDITIONAL FUNDING AND EXTEND THE TERM THROUGH JUNE 30, 2024

Agenda Report

May 22, 2023

TO: Honorable Mayor and City Council

THROUGH: Finance Committee

FROM: Housing Department

SUBJECT: **AMENDMENT TO HOUSING DEPARTMENT'S FISCAL YEAR 2023 OPERATING BUDGET; AUTHORIZATION TO AMEND CONTRACT NO. 23,609 WITH COUNTY OF LOS ANGELES TO ADD ADDITIONAL FUNDING AND EXTEND THE TERM THROUGH JUNE 30, 2024**

RECOMMENDATION:

It is recommended that the City Council:

1) Find that the recommended actions are exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061 (b)(3), the "common sense" provision that CEQA only applies to projects that may have an effect on the environment;

2) Amend the Department of Housing's Fiscal Year 2023 Operating Budget by recognizing revenue and appropriating $1,025,080 in the Other Housing Fund (238) for Measure H funding for homeless services;

3) Authorize the City Manager to amend Contract No. 23,609 with County of Los Angeles to add $1,025,080 for a not-to-exceed total of $1,790,547 and to extend the term through June 30, 2024;

4) Authorize the City Manager to execute one additional amendment to Contract No. 23,609 in the amount of $800,000 for a total not-to-exceed amount of $2,590,547 to support the continued provision of homeless services and extend the term through June 30, 2025; and

5) Authorize the City Manager to approve no-cost extension amendments to Contract No. 23,609 which extend the term beyond June 30, 2025.

MEETING OF _____ AGENDA ITEM NO. _____

BACKGROUND:

On January 24, 2022, Council Authorized Contract No. 23,609 with the County of Los Angeles ("County") for the receipt of Measure H funds for homeless services. The contract total currently is $765,467 which includes $504,064 of the City's Fiscal Year (FY) 2022 direct Measure H funding allocation as well as $261,403 of carryover funding from Contracts Nos. 23,046 and 23,522 with the Los Angeles Homeless Services Authority (LASHA) that were expiring June 30, 2022. The City has since closed both contracts with LAHSA; however, additional unspent funding in the amount of $521,016 was identified upon close out. As directed by the LA County Board of Supervisors, all unspent funds from the LAHSA contracts are to be carried over and included in the new contract with the County. The proposed amendment will add a total of $1,025,080 of Measure H funds. This includes the City's FY 2023 allocation of $504,064, which is equivalent to the FY 2022 allocation, as well as the additional $521,016 of unexpended funds from Contracts Nos. 23,046 and 23,522 with LAHSA. This amendment will also extend the contract term through June 30, 2024.

The Board of Supervisors approved the County's FY 2024 Measure H budget on February 7, 2023, which includes funding for the City's FY 2024 direct allocation of Measure H. While the County has yet to calculate the City's exact allocation, the Board of Supervisors approved more funding for Continuums of Care in FY 2024 compared to previous fiscal years. Thus, staff expect to receive a higher allocation, but it will not exceed $800,000. The proposed amendment in Recommendation 3 will allow the City to accept its FY 2024 allocation of Measure H funding once an amendment is issued by the County.

COUNCIL POLICY CONSIDERATION:

Approval of the recommended actions has the potential to provide essential housing and supportive services for people experiencing homelessness in Pasadena. These actions are consistent with the City Council's goal to support and promote the quality of life and local economy. Amendment of the Department's Operating Budget and amending a contract with the County for Measure H funds are in accordance with the Pasadena Continuum of Care system, General Plan Housing Element, Five-Year Consolidated Plan, and Five-Year Public Housing Authority Plan.

ENVIRONMENTAL ANALYSIS:

The actions proposed herein are exempt from the California Environmental Quality Act (CEQA), pursuant to State CEQA Guidelines Section 15061 (b)(3), the "common sense" provision of CEQA which applies to projects which may have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. Amendment of the Department's Operating Budget and amending a contract with the County to receive additional Measure H funding for homeless services will not have a significant effect on the environment and, hence, are not subject to CEQA.

FISCAL IMPACT:

Approval of the recommended actions will increase the Department of Housing's Fiscal Year 2023 Operating Budget in the Other Housing Fund (238) by $1,025,080 in both revenue (Acct. No 23816048-70000) and appropriations (Acct. No. 23816048-818800). There is no impact to the General Fund.

Respectfully Submitted,

for WILLIAM K. HUANG
Director of Housing

Prepared by:

Jennifer O'Reilly-Jones
Program Coordinator II

Approved by:

MIGUEL MÁRQUEZ
City Manager

NEW BUSINESS

ITEM 3

3. AMENDMENT TO HOUSING DEPARTMENT'S FISCAL YEAR 2023 OPERATING BUDGET AND AUTHORIZATION TO AMEND CONTRACTS NOS. 31386 WITH UNION STATION HOMELESS SERVICES AND 32093 WITH SYCAMORES TO ADD FUNDING FOR HOMELESS SERVICES PROGRAMS

Agenda Report

May 22, 2023

TO: Honorable Mayor and City Council

THROUGH: Finance Committee

FROM: Department of Housing

SUBJECT: **AMENDMENT TO HOUSING DEPARTMENT'S FISCAL YEAR 2023 OPERATING BUDGET AND AUTHORIZATION TO AMEND CONTRACTS NOS. 31386 WITH UNION STATION HOMELESS SERVICES AND 32093 WITH SYCAMORES TO ADD FUNDING FOR HOMELESS SERVICES PROGRAMS**

RECOMMENDATIONS:

It is recommended that the City Council:

1) Find that the recommended actions are exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines per Section 15061 (b) (3), the "common sense" provision that CEQA only applies to projects that may have an effect on the environment;

2) Amend the Housing Department's Fiscal Year 2023 Operating Budget by recognizing revenue and appropriating $302,105 in the Other Housing Fund (238) for Homeless Housing, Assistance and Prevention Round 2 grant funding for homeless services;

3) Authorize the City Manager to amend Contract No. 31386 with Union Station Homeless Services to increase the contract value by $265,790 for a total not-to-exceed contract value of $757,739 through June 30, 2024;

4) Authorize the City Manager to amend Contract No. 32093 with Sycamores to increase the contract value by $24,168 for a total not-to-exceed contract value of $250,246 through June 30, 2024;

5) Authorize the City Manager to approve no-cost amendments to Contract Nos. 31386 and 32093 which extend the term beyond June 30, 2024; and

6) To the extent the amendments to Contracts Nos. 31386 and 32093 could be considered a separate procurement subject to the Competitive Selection Process, grant the contracts an exemption pursuant to Pasadena Municipal Code

(PMC) Section 4.08.049(B), contracts for which the City's best interests are served. Competitive price bidding is not required pursuant to City Charter Section 1002(F) contracts for professional or unique services.

BACKGROUND:

On August 2, 2021, the City executed an agreement with the State of California Business, Consumer Services and Housing Agency (BCSH) for Homeless Housing, Assistance and Prevention Program Round 2 ("HHAP-2") funding in the total amount of $302,105. Per state statute, jurisdictions receiving HHAP-2 funds must obligate 50% of HHAP-2 dollars by May 31st, 2023. Jurisdictions that do not meet this obligation deadline will be required to submit an alternative disbursement plan on or before June 30, 2023. The City's HHAP-2 application included funding for the following eligible activities: $256,790 (85%) for rapid rehousing, $24,168 (8%) for youth set-aside emergency shelter and $21,147 (7%) for administration costs. Of the $21,147, the City will retain $12,147 for administration costs and will contract $9,000 out to Union Station.

Staff recommend amending an existing Measure H-funded rapid rehousing contract (No. 31836) with Union Station Homeless Services ("Union Station") in the amount of $265,790 and a HHAP-1/ESG-CV emergency shelter contract (No. 32093) with Sycamores in the amount of $24,168 to obligate the remaining HHAP-2 funding. Both contracts were originally awarded as the result of a competitive RFP process. The scope of work will mirror the activities that were solicited in the original RFP and the contract amendment will incorporate any additional funding source requirements.

Since Fiscal Year 2021, the City's annual Measure H allocation has been reduced due to shortfalls in tax revenue caused by the COVID-19 pandemic and changes to countywide Measure H funding priorities. To date the City has relied on previously unspent Measure H funds from prior fiscal years to sustain Measure H-funded homeless services. Staff expect all carryover funds from prior fiscal years to be expended by the end of Fiscal Year 2024. The HHAP-2 funds will allow the City to sustain existing rapid rehousing programming administered by Union Station. The Department recommends a competitive selection exemption due to Union Station's demonstrated success in administering this program since 2018. Additionally, Union Station is the lead agency, regional coordinator and housing matcher for the Coordinated Entry System (CES) and successfully manages approximately 50 housing and homeless services contracts totaling over $20,000,000 from federal, state, county and local government funding sources. The total not-to-exceed contract amount for Contract No. 31836 would be $757,739.

Sycamores is the CES lead in Pasadena and the San Gabriel Valley for youth experiencing homelessness ages 18-24. Sycamores is the only agency that applied for the youth set-aside funding to provide emergency shelter using motel vouchers under HHAP-1 and has been providing motel stays to youth with federal ESG-CV funding

since 2021. As such, staff also recommend a competitive exemption for this amendment. The total not-to-exceed contract amount for Contract No. 32093 would be $250,246. The addition of additional funds to contract 32093 would sustain motel-based shelter services for unaccompanied and parenting youth into Fiscal Year 2024.

COUNCIL POLICY CONSIDERATION:

Approval of the subject recommendations will provide permanent housing to single adult households and emergency shelter to youth who have experienced homelessness in Pasadena. This action is consistent with the City Council's goal to support and promote the quality of life and local economy. The proposed projects are in accordance with the Pasadena Continuum of Care system, General Plan Housing Element, Five-Year Consolidated Plan, and Five-Year Public Housing Authority Plan.

ENVIRONMENTAL ANALYSIS:

The actions proposed herein are exempt from the California Environmental Quality Act (CEQA), pursuant to State CEQA Guidelines Section 15061 (b)(3), the "common sense" provision of CEQA which applies to projects which may have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. Authorizing amendments to increase funding for existing contracts and extend the term to provide homeless services assistance will not have a significant effect on the environment and, hence, is not subject to CEQA.

FISCAL IMPACT:
Approval of the recommended actions will increase the Department of Housing's Fiscal Year 2023 Operating Budget in the Other Housing Fund (238) by $302,105 in both revenue (Acct. No 23816048-70000-51044) and appropriations (Acct. No. 23816048-818800-51044). There is no impact to the General Fund.

Respectfully submitted,

for WILLIAM K. HUANG
Director of Housing

Prepared by:

Jennifer O'Reilly-Jones
Program Coordinator III

Approved by:

MIGUEL MÁRQUEZ
City Manager

NEW BUSINESS

ITEM 4 A

<u>BUDGET WORKSHOP</u> FY 2024 RECOMMENDED OPERATING BUDGET

4. OPERATING BUDGET PRESENTATIONS:

(A) ROSE BOWL OPERATING COMPANY

Rose Bowl Operating Company (RBOC) FY 2024 Recommended Budget

City of Pasadena Finance Committee

May 22, 2023

Mission Statement

The mission of the Rose Bowl Operating Company (RBOC) is to improve the quality of life in Pasadena by providing top quality entertainment and by generating revenue through the operation of a world-class stadium and a professional quality golf course complex.

Fiscal 2023 Accomplishments

- The RBOC will pay its entire **Debt Service obligation in FY 2023** with no General Fund support and is expected to do so for at least the next 5 years.
- RBOC has **reinvested in the stadium capital infrastructure** and preventative maintenance; $2.8M in FY 2022 and $9.8M allocated for FY 2023.
- The RBOC has **quantified and prioritized the capital demands of the facility** and presented it to the City of Pasadena.
- RBOC was able to improve the FY 2023 projected **net income** from Adopted budget by approximately $1.4M.
- **Legacy Foundation** generated Grant funding of $3.2M and planned transfer/project funding of an additional $750K (life to date transfers/funding $32.2M), and progress on SB96 and the Historic Stadium's Caucus
- **Music Festival** contract year 1, of 5-years with AEG, was very successful and outperformed budget by $1.0M for a total net of **$4.1M**.
- **UCLA** announced their move to the Big10 in 2024 (FY 2025)

Fiscal 2023 Accomplishments

- **Enterprise events** projected to net $1.2M while stadium hosted 24 displacement events
- **Brookside golf complex** continued to be an industry leader with a projected net complex income of $2.7M on a budget of $2.4M
- Facilitated **Tourism Business Improvement District (TBID)** renewal in partnership with the Pasadena Center Operating Company
- Negotiated and implemented **new ticketing agreements** for soccer and concerts
- **Flea Market agreement** renegotiated resulting in ~$1.5M in annual revenues
- **Community Program Highlights**: Americafest, Cinco de Mayo, Athletes in Schools program, Egg Bowl, PUSD commencement, Women's Empowerment Symposium, and host to dozens of events supporting local community groups (including Union Station, First Tee of Pasadena, Ronald McDonald House, etc.) Continued growth trajectory of the Rose Bowl Institute's free programs, due to funded donor support, within the community.

Rose Bowl Operating Company

FY 2023 Adopted Budget and Forecast

FY2023 Forecast estimated Net Income improvement of $1.4M over FY2023 Adopted

Fiscal Year	FY2023 Adopted	FY2023 Forecast	FY2023 Adopted to FY2023 Forecast
Displacement Event Count	14	14	
Music Festival Event Count	8	10	
Total Displacement Events	22	24	2
Enterprise Events	150	106	-44
* Odd Fiscal years UCLA hosts USC at the Rose Bowl			
Event Income	$16,288	$17,142	$854
Golf Complex Income	$2,396	$2,683	$287
Other Miscellaneous Revenues	$1,344	$1,422	$78
Total General Operations Expenses	$(10,522)	$(10,197)	$325
Rose Bowl Operating Income	**$9,505**	**$11,050**	**$1,545**
Less: Financing Net Debt Service	$(12,306)	$(12,306)	-
Income/ (Loss) [After Financing Debt Service]	(2,801)	(1,256)	$1,545
City of Pasadena - Debt Payment	-	-	
Income / (Loss) [After Non-Operating Contibutions]	**(2,801)**	**(1,256)**	**$1,545**
Grants & Reserves			
Grants and awards	-	$3,200	
Capital Funding Reserves	-	(3,200)	
Total Reserves (Policy and Preventative Maint.)	(3,051)	(3,190)	
Less: Grants and Reserves	(3,051)	(3,190)	(139)
Rose Bowl Net Income/(Loss) [After Grants and Reserves]	**(5,852)**	**(4,447)**	**$1,406**

Rose Bowl Operating Company

FY 2024 Forecast to Recommended Budget comparisons:

Recommended Net Income improved by $2.2M since June 2022 Proforma for FY2024

Fiscal Year	FY2024 Forecast (June 2022)	FY2024 Recommended	FY2024 Recomm. to FY2024 (June 2022)
Displacement Event Count	12	13	
Music Festival Event Count	10	7	
Total Displacement Events	22	20	-2
Enterprise Events	150	124	-26
* Odd Fiscal years UCLA hosts USC at the Rose Bowl			
Event Income	$16,710	$18,222	$1,511
Golf Complex Income	$2,652	$2,982	$330
Other Miscellaneous Revenues	$678	$1,979	$1,301
Total General Operations Expenses	$(10,982)	$(11,486)	$(504)
Rose Bowl Operating Income	**$9,058**	**$11,697**	**$2,639**
Less: Financing Net Debt Service	$(12,713)	$(12,713)	-
Income/ (Loss) [After Financing Debt Service]	(3,655)	(1,016)	$2,639
City of Pasadena - Debt Payment	-	-	
Income / (Loss) [After Non-Operating Contibutions]	**(3,655)**	**(1,016)**	**$2,639**
Grants & Reserves			
Grants and awards	-	$500	
Capital Funding Reserves	-	(500)	
Total Reserves (Policy and Preventative Maint.)	(1,894)	(2,273)	
Less: Grants and Reserves	(1,894)	(2,273)	(378)
Rose Bowl Net Income/(Loss) [After Grants and Reserves]	**(5,549)**	**(3,288)**	**$2,261**

Rose Bowl Operating Company

Budget Historical Events Statistics

Fiscal Year	FY2022 Actual	FY2023 Adopted	FY2023 Forecast	FY2024 Forecast (June 2022)	FY2024 Recommended
Displacement Event Count	9	14	14	12	13
Music Festival Event Count	5	8	7	10	7
Total Displacement Events	14	22	21	22	20
Enterprise Events	132	150	106	150	124
* Odd Fiscal years UCLA hosts USC at the Rose Bowl					
UCLA Football *	7	8	8	6	6
Rose Bowl Game	1	1	1	1	1
Music Fest	5	8	7	10	7
Concerts	0	3	2	2	3
Soccer	0	1	2	2	3
Americafest	1	1	1	1	0
Flea Market	12	12	12	12	12
Enterprise Events	132	150	106	150	124

Rose Bowl Operating Company

Budget Historical Event Count and Net Event Income

In thousands

Fiscal Year	FY2022 Actual	FY2023 Adopted	FY2023 Forecast	FY2024 Forecast (June 2022)	FY2024 Recommended
Displacement Event Count	9	14	14	12	13
Music Festival Event Count	5	8	10	10	7
Total Displacement Events	14	22	24	22	20
Enterprise Events	132	150	106	150	124
* Odd Fiscal years UCLA hosts USC at the Rose Bowl					
Net Event Income by Event					
UCLA Football*	$4,752	$4,351	$3,950	$4,098	$4,361
Rose Bowl Game	5,065	4,657	5,081	5,194	4,703
Music Fest	1,378	3,099	4,137	2,957	3,232
Concerts	-	1,070	898	887	1,764
Soccer	-	306	1,166	560	1,174
Americafest	-	(144)	(469)	-	-
Flea Market	1,576	1,175	1,450	1,206	1,587
Enterprise Events	1,658	1,774	1,250	1,809	1,400
PY or Cost of Business	(114)	-	(321)	-	-
Net Event Income	$14,315	$16,288	$17,142	$16,710	$18,222

Rose Bowl Operating Company

Budget Historical Operating Net Income/(Loss)

Fiscal Year	FY2022 Actual	FY2023 Adopted	FY2023 Forecast	FY2024 Forecast (June 2022)	FY2024 Recommended
Displacement Event Count	9	14	14	12	13
Music Festival Event Count	5	8	10	10	7
Total Displacement Events	14	22	24	22	20
Enterprise Events	132	150	106	150	124
* Odd Fiscal years UCLA hosts USC at the Rose Bowl					
Event Income	$14,315	$16,288	$17,142	$16,710	$18,222
Golf Complex Income	$2,711	$2,396	$2,683	$2,652	$2,982
Other Miscellaneous Revenues	$1,517	$1,344	$1,422	$678	$1,979
Total General Operations Expenses	$(9,450)	$(10,522)	$(10,197)	$(10,982)	$(11,486)
Rose Bowl Operating Income	**$9,093**	**$9,505**	**$11,050**	**$9,058**	**$11,697**
Less: Financing Net Debt Service	$(12,158)	$(12,306)	$(12,306)	$(12,713)	$(12,713)
City of Pasadena - Debt Payment	9,258	-	-	-	-
Income / (Loss) [After Non-Operating Contibutions]	**$6,193**	**(2,801)**	**(1,256)**	**(3,655)**	**(1,016)**
Grants & Reserves					
Grants and awards	$10,000	-	$3,200	-	$500
Capital Funding Reserves	(9,000)	-	(3,200)	-	(500)
Total Reserves (Policy and Preventative Maint.)	(5,245)	(3,051)	(3,190)	(1,894)	(2,273)
Less: Grants and Reserves	(4,245)	(3,051)	(3,190)	(1,894)	(2,273)
Rose Bowl Net Income/(Loss) [After Grants and Reserves]	**$1,948**	**(5,852)**	**(4,447)**	**(5,549)**	**(3,288)**

Rose Bowl Operating Company

Budget History Revenues

in thousands

Fiscal Year	FY2022 Actual	FY2023 Adopted	FY2023 Forecast	FY2024 Forecast (June 2022)	FY2024 Recommended
Revenues:					
Stadium Operating	$33,778	$47,038	$45,542	$48,379	$50,234
Bond Subsidies and Credits	$0	$3,071	$3,071	$3,071	$3,071
Golf Complex Operating	$8,267	$9,501	$10,113	$11,215	$11,080
Total Revenues	$42,045	$59,611	$58,727	$62,665	$64,385
Other Non-Operating Revenı	$10,000	$0	$3,200	$0	$500
City Contibution to Bond Del	$9,258	-	-	-	-
Bond Subsidies and Credits (Recognized by City)	$2,757	-	-	-	-

Rose Bowl Operating Company

Budget History Expenditures

in thousands

Fiscal Year	FY2022 Actual	FY2023 Adopted	FY2023 Forecast	FY2024 Forecast (June 2022)	FY2024 Recommended
Summary of Expenditure by Category					
Stadium	(27,397)	(39,928)	(37,175)	(41,973)	(41,518)
Golf Complex	(5,556)	(7,106)	(7,430)	(8,563)	(8,098)
Operating Expenditures	**(32,952)**	**(47,034)**	**(44,606)**	**(50,536)**	**(49,617)**
Stadium debt service	(2,916)	(15,378)	(15,378)	(15,784)	(15,784)
Total Expenditure	**(35,868)**	**(62,412)**	**(59,983)**	**(66,320)**	**(65,401)**
Capital Budget	(3,124)	(12,871)	(9,848)	(16,679)	(10,703)
Total Appropriations	**(38,992)**	**(75,283)**	**(69,831)**	**(82,999)**	**(76,104)**
Reserves for Preventative Maint.	(1,745)	(1,804)	(1,943)	(1,894)	(2,034)
Reserves for Capital Funding	(9,000)	-	(3,200)	$0	(500)
Total Contributions to Reserves	**(10,745)**	**(1,804)**	**(5,143)**	**(1,894)**	**(2,534)**
Full Time Employee Count:	**37**	**38**	**38**	**39**	**38**

Rose Bowl Operating Company

Budget History By Division or Major Budget Area

in thousands

FY2024 Operating Budget	FY2022 Actual	FY2023 Adopted	FY2023 Forecast	FY2024 Forecast (June 2022)	FY2024 Recommended
Beginning Operating Amount Available	**12,583**	**12,387**	**14,531**	**6,534**	**10,084**
Stadium					
Revenues	$33,778	$47,038	$45,542	$48,379	$50,234
City Contribution to Debt Service	9,258	-	-	-	-
Bond Subsidies and Credits	2,757	3,071	3,071	3,071	3,071
Expenses:					
Operating Expenses	(27,397)	(39,928)	(37,175)	(41,973)	(41,518)
Debt Service	(14,915)	(15,378)	(15,378)	(15,784)	(15,784)
Stadium Income/(Loss) Sub-Total	**3,482**	**(5,197)**	**(3,940)**	**(6,307)**	**(3,998)**
Golf Complex					
Revenue	$8,267	$9,501	$10,113	$11,215	$11,080
Operating Expenses	(5,556)	(7,106)	(7,430)	(8,563)	(8,098)
Golf Complex Income/(Loss) Sub-Total	**2,711**	**2,396**	**2,683**	**2,652**	**2,982**
Combined Operating Income/(Loss) Before Reserves	**6,193**	**(2,801)**	**(1,256)**	**(3,655)**	**(1,016)**
Capital and Preventative Maintenance (PM) Reserves					
Capital Funding	(9,000)	-	(3,200)	-	(500)
Stadium Preventative Maintenance	(1,365)	(1,406)	(1,406)	(1,448)	(1,448)
Golf Preventative Maintenance	(380)	(398)	(537)	(446)	(585)
Income/(Loss) After PM Reserves	**(4,552)**	**(4,605)**	**(6,400)**	**(5,549)**	**(3,549)**
Other Funding (Grants)	10,000	-	3,200	-	500
RBOC Reserve Policy	(3,500)	(1,247)	(1,247)	-	(239)
Combined (Stadium/Golf) Net Operating Income / (Loss)	**1,948**	**(5,852)**	**(4,447)**	**(5,549)**	**(3,288)**
Ending Operating Amount Available	**14,531**	**6,534**	**10,084**	**985**	**6,796**

Rose Bowl Operating Company

FY 2024 Key Issues and Strategies

Key Issues

- Identify incremental revenue opportunities
- Focus on long term financial structure and health for the complex
- Music Festival success
- Stabilize and grow golf course property revenue

Strategies

- Focus on big picture thinking around appropriate revenue generating activities and uses on the entire campus
- Work closely with the City in forecasting revenue, expenses and funding necessary for bond debt service and capital improvements
- Recognize the importance of music festivals and provide support to help them succeed and achieve revenue share above guarantee
- Refine efforts related to increasing net golf course as well as food & beverage revenue. Identify more outdoor opportunities on golf course including the Family Golf initiative

Rose Bowl Operating Company

FY 2024 Key Issues and Strategies

Key Issues (continued)

- Continued focus on event operations, including security and outside the fence line management
- Prepare for 2028 Olympics
- Identify long-term annual capital funding sources
- Success of existing tenants

Strategies (continued)

- Work and communicate closely with public safety officials, event promoters and stakeholders
- Collaborate with Los Angeles leaders and put forth an effort based on Stadium's history and brand to provide Pasadena a global platform
- Legacy 2.0 will likely be focused on collaboration with City, State and Federal Governments as it relates to grants, rebates and awards
- Leverage existing agreements and create new public/private partnerships that increase revenue and capital funding for all parties

NEW BUSINESS

ITEM 4 B

<u>BUDGET WORKSHOP</u> FY 2024 RECOMMENDED OPERATING BUDGET

4. OPERATING BUDGET PRESENTATIONS:

(B) CITY MANAGER'S OFFICE - ADMINSTRATION SECTION

City Manager Department

FY 2024 Recommended Operating Budget

Finance Committee
May 22, 2023

FY 2023 Accomplishments

City Manager Department

- Successfully completed relinquishment of 710 freeway right-of-way
  - $5M for required maintenance from Caltrans
  - Secured an allocation of $230.5M in Metro Measure R funding for mobility improvements along the corridor ($181.4M for projects approved by Metro; $49.1M for future consideration and approval by Metro)
- 3rd Assistant City Manager position created to address Office workload
- Reorganized CM Office to add Deputy City Manager to manage City's enterprise risk management program
- New City Manager appointed two Assistant City Managers, Deputy City Manager, Police Chief, General Manager of Water and Power, Human Resources Director, Planning and Community Development Director
- Provided leadership in ending COVID-19 Public Health Emergency
- Internal Audit completed the citywide risk assessment, annual audit plan and high risk inventory audit
- Public Affairs expanded communications efforts through the use of social media platforms and video content while coordinating communications across departments

Appropriations by Category

City Manager Department

Category	FY 2020 Actuals	FY 2021 Actuals	FY 2022 Actuals	FY 2023 Adopted	FY 2024 Recommended	% Change
Personnel	5,615,363	6,040,183	5,479,921	6,487,209	7,391,525	13.9%
Services & Supplies	1,735,400	2,445,134	2,043,528	3,836,316	3,738,625	-2.5%
Internal Srvc Chrg	574,285	572,281	542,816	613,523	655,867	6.9%
Grand Total	**7,925,048**	**9,057,598**	**8,066,265**	**10,937,048**	**11,786,018**	**7.8%**

FTE	39.50	42.00	2.50

Appropriations by Division

City Manager Department

Division	FY 2020 Actuals	FY 2021 Actuals	FY 2022 Actuals	FY 2023 Adopted	FY 2024 Recommended	% Change
City Management-Admin.	2,722,129	2,506,639	2,561,825	2,732,236	3,331,938	21.9%
Economic Development Division	4,486,135	5,237,334	4,401,293	6,602,462	6,707,431	1.6%
Internal Audit	0	559,414	484,735	813,212	619,568	-23.8%
Public Affairs	713,892	752,206	618,407	789,138	876,354	11.1%
Risk Management	0	0	0	0	250,726	-
Northwest Programs	2,893	2,005	5	0	0	0.0%
Grand Total	**7,925,048**	**9,057,598**	**8,066,265**	**10,937,048**	**11,786,018**	**7.8%**

Significant Changes from FY 2023 Budget

City Manager Department

- Personnel increases $904,317 due to:
  - Addition of 1.0 FTE Assistant City Manager & 1.0 FTE Senior Project Manager position approved mid-year FY 2023
  - Reclassification of existing 0.5 FTE Admin Intern to 1.0 FTE Public Information Specialist
  - Reclassification of Risk Manager position to Deputy City Manager

FY 2024 Priorities

City Manager Department

- Six major issues requiring immediate attention include:
  - > Street pavement maintenance
  - > Homelessness
  - > Affordable housing
  - > Drugs (especially fentanyl) and guns on our streets
  - > Properly maintaining aging facilities
  - > Planning for a zero emission citywide fleet

FY 2024 Priorities

City Manager Department

- Public Affairs
  - > Streamline City Social Media Accounts
  - > Create more video content to help promote City programs, projects, initiatives and events on social media
- Internal Audit
  - > Complete projects in approved Audit Plan
  - > Complete annual citywide risk assessment & update audit plan
  - > Monitor & report on Open Audit Recommendations

FY 2024 Priorities

City Manager Department

- Risk Management
  - > Promote culture of risk awareness, mitigation & strategic risk taking across City departments
  - > Proactively identify potential safety issues & respond to employee safety concerns