CITY OF PASADENA
FINANCE COMMITTEE MINUTES
PASADENA CITY HALL
100 NORTH GARFIELD AVENUE
CITY HALL COUNCIL CHAMBER S249
FEBRUARY26, 2024
SPECIAL MEETING

OPENING Chair Gordo called the special meeting of the Finance Committee to order at 3:16 p.m.

ROLL CALL: Mayor Victor M. Gordo (Chair)
Councilmember Tyron Hampton (Arrived at 3:15 p.m.)
Councilmember Felicia Williams (Absent)

Staff: Miguel Márquez, City Manager
Brenda Harvey-Williams, Assistant City Manager
Theresa Fuentes, Assistant City Attorney
Matthew Hawkesworth, Acting Assistant City Manager/Director of Finance
Tony Olmos, Director of Public Works
Chad Augustin, Fire Chief
Joaquin Siques, Acting Director of Transportation
Tiffany Jacobs-Quinn, Director of Human Resources
Tim McDonald, Director of Library and Information Services
Michael Paliwoda, Principal Human Resources Analyst
Kris Markarian, Deputy Director of Public Works/City Engineer
Varoojan Avedian, Acting Assistant General Manager
Jonathan Paul, Principal Administrative Analyst
Tim Park, Budget Administrator
Thanos Gauthier, Public Works Administrator
Denise Garcia, Acting Management Analyst IV
Jim Wong, Senior Project Manager
Sebastian Hernandez, Principal Planner
Chinua Obaze, Management Analyst III
Gloria Acevedo, Recording Secretary

Guests: Rev. Megan Katerjian, Chief Executive Officer, Door of Hope

APPROVAL OF MINUTES: It was moved by Councilmember Hampton, seconded by Chair Gordo, to approve the minutes of the January 22, 2024 (special meeting) and the February 12, 2024, cancellation notice, as submitted. (Motion Unanimously carried) (Absent: Councilmember Williams)

NEW BUSINESS:

AUTHORIZE THE CITY MANAGER TO EXECUTE ALL AGREEMENTS FOR THE RECEIPT OF LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP) FUNDS IN THE AMOUNT OF $4,434 FROM THE CITY OF MONTEBELLO

Chair Gordo introduced the item and Miguel Márquez, City Manager, introduced Joaquin Siques, Acting Director of Transportation, who provided a PowerPoint presentation.

It was moved by Councilmember Hampton, seconded by Chair Gordo, to approve staff's recommendation and forward the item to the City Council for consideration. (Motion Unanimously carried) (Absent: Councilmember Williams)

AMENDMENT OF THE HOUSING DEPARTMENT'S FISCAL YEAR 2024 OPERATING BUDGET IN THE AMOUNT OF $1,903,121; APPROVAL OF KEY BUSINESS TERMS OF AN AFFORDABLE HOUSING LOAN AGREEMENT WITH DOOR OF HOPE FOR THE DEVELOPMENT OF A TRANSITIONAL HOUSING PROJECT AT 724 N. MARENGO AVENUE TO SERVE UNHOUSED PERSONS AND FAMILIES

Chair Gordo introduced the item and Jim Wong, Senior Project Manager, provided a PowerPoint presentation and responded to questions.

Councilmember Hampton requested clarification of the term "family", asked about the duration that families stay in transition, and the success rate of the program. Rev. Megan Katerjian, Door of Hope, defined "family" as a parent or legal guardian holding custody of a child seventeen years of age and younger, families in Pasadena are expected to stay in transition for 7-8 months, and the success rate for one year is 95%, while the rate for five-years is 86%.

Councilmember Hampton also suggested for the Pasadena Housing Department and Door of Hope to work with participants to prepare them for future home ownership opportunities and expressed his gratitude to Door of Hope for their work. Chair Gordo echoed Councilmember Hampton's comment.

Gloria Acevedo, recording secretary, advised the Finance Committee that 27 letters of correspondence were received supporting the item.

There were two public speakers in support of the item moving on to the full City Council:

Wendi Gaines, Pasadena Resident
Angela Lee, Pasadena Resident

It was moved by Councilmember Hampton, seconded by Chair Gordo, to approve staff's recommendation and forward the item to the City Council

for consideration. (Motion Unanimously carried) (Absent: Councilmember Williams)

RECOGNIZE AND APPROPRIATE FUNDS IN THE AMOUNT OF $29,142 TO THE DEPARTMENT OF LIBRARIES AND INFORMATION SERVICES' FISCAL YEAR 2024 OPERATING BUDGET

Chair Gordo introduced the item and Chinua Obaze, Management Analyst III, provided a PowerPoint presentation and responded to questions.

Councilmember Hampton requested clarification on where the funds would be expended and for data representing program participation. Mr. Obaze responded that Jefferson School would be the primary location where the funds will be utilized and shared that last year, the program provided 647 lunch meals, 230 supplemental meal kits to families, 1,422 craft kits, 1,488 books, and had a total of 2,175 participants across all Pasadena Unified District sites.

Councilmember Hampton and Chair Gordo thanked staff for their work.

It was moved by Councilmember Hampton, seconded by Chair Gordo, to approve staff's recommendation and forward the item to the City Council for consideration. (Motion Unanimously carried) (Absent: Councilmember Williams)

AMENDMENTS TO THE FISCAL YEAR 2024 ADOPTED OPERATING BUDGET

Chair Gordo introduced the item and Matthew Hawkesworth, Acting Assistant City Manager/Director of Finance, introduced Jonathan Paul, Principal Administrative Analyst, who gave a brief outline of the item.

It was moved by Councilmember Hampton, seconded by Chair Gordo, to approve staff's recommendation and forward the item to the City Council for consideration. (Motion Unanimously carried) (Absent: Councilmember Williams)

AUTHORIZATION TO INCREASE CONTRACT NO. 31537 WITH AMERICAN RECLAMATION, INC. BY $1,673,568 AND ADD TWO ADDITIONAL ONE-YEAR OPTIONS TO PROVIDE MATERIAL RECOVERY PROCESSING

Chair Gordo introduced the item and Tony Olmos, Director of Public Works, provided a brief introduction and Thanos Gauthier, Public Works Administrator, provided a PowerPoint presentation and responded to questions.

Chair Gordo requested for staff to provide an update to the City Council on how the closing of Scholl Canyon may have a financial impact to the City.

Mr. Gauthier will provide an update on the department's diversion efforts at a future Municipal Services Committee meeting.

Councilmember Hampton asked staff to explore the opportunity to negotiate a fee reduction with the new Irwindale facility prior to their opening and the issuance of a Request for Proposal (RFP). Mr. Olmos sated that the action would require exclusive negotiation and the current plan is to move forward with the RFP.

It was moved by Councilmember Hampton, seconded by Chair Gordo, to approve staff's recommendation and forward the item to the City Council for consideration. (Motion Unanimously carried) (Absent: Councilmember Williams)

INFORMATION ONLY: **FY 2024 CAPITAL IMPROVEMENT PROGRAM - SECOND QUARTER MONITORING REPORT**

Chair Gordo introduced the item and Tony Olmos, Director of Public Works, introduced Denise Garcia, Acting Management Analyst IV, who provided a brief outline of the item and responded to questions.

Chair Gordo thanked staff for their work with the Washington Park Community House.

Councilmember Hampton requested an update on playground shade structures at City Parks. Mr. Olmos shared that an award to commence work at Washington Park is slated for March 11, 2024, and that there are three parks in the design phase, staff is working with the Parks, Recreation and Community Services Department on funding strategies. Updates will be provided at future Finance Committee Meetings.

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 Committee was adjourned at 4:08 p.m.

ATTEST:

Victor M. Gordo

Mayor Victor Gordo, Chair
Finance Committee

Gloria Acevedo

Gloria Acevedo
Recording Secretary