CITY OF PASADENA
FINANCE COMMITTEE MINUTES
PASADENA CITY HALL
100 NORTH GARFIELD AVENUE
CITY HALL COUNCIL CHAMBER S249
APRIL 8, 2024
SPECIAL MEETING

OPENING Chair Gordo called the special meeting of the Finance Committee to order at 3:24 p.m.

ROLL CALL: Mayor Victor M. Gordo (Chair)
Councilmember Tyron Hampton
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
Joaquin Siques, Director of Transportation
Sebastian Hernandez, Principal Planner
Gloria Acevedo, Recording Secretary

Guests: Dereck Doolittle, Assistant General Manager, Rose Bowl Operating Company

APPROVAL OF MINUTES: It was moved by Councilmember Hampton, seconded by Chair Gordo, to approve the minutes of the March 25, 2024, (special meeting), as submitted. (Motion Unanimously carried) (Absent: Councilmember Williams)

NEW BUSINESS:

AUTHORIZE THE CITY MANAGER TO ENTER INTO A CONTRACT FOR AN AMOUNT NOT TO EXCEED $357,354 WITH ENDERA MOTORS, LLC TO PURCHASE ONE REPLACEMENT PASADENA DIAL-A-RIDE ZERO-EMISSION BUS AND AMEND THE FY2024 CAPITAL IMPROVEMENT BUDGET TO FUND THE BUS PURCHASE

Chair Gordo introduced the item and Joaquin Siques, Director of Transportation, provided a brief outline of the agenda 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)

ADOPT A RESOLUTION AUTHORIZING THE CITY OF PASADENA TO ENTER INTO AN AGREEMENT WITH THE CALIFORNIA DEPARTMENT OF WATER RESOURCES, RECOGNIZE REVENUE AND APPROPRIATE FUNDS OF $3,000,000 TO THE FISCAL YEAR 2024 CAPITAL IMPROVEMENT PROGRAM BUDGET, TO BE TRANSFERRED TO THE ROSE BOWL OPERATING COMPANY, FOR THE GAS AND WATER INFRASTRUCTURE IMPROVEMENTS PROJECT

Chair Gordo introduced the item and Matthew Hawkesworth, Acting Assistant City Manager/Director of Finance, provided a PowerPoint presentation, introduced Derek Doolittle, Assistant General Manager, Rose Bowl Operating Company, and responded to questions.

After listening to details of the proposed work, Chair Gordo suggested for the Rose Bowl Operating Company (RBOC) to partner with the City to explore financing opportunities such as a loan to replace 100% of the water and gas lines infrastructure. A full replacement now versus a partial will prevent disruptions to events as well as be more cost efficient in the long run. Mr. Doolittle will work with City staff for financing options after the design studies are finalized and reveal the actual shortfall amount.

Councilmember Hampton asked if the RBOC had plans to complete other projects while trenching for the water and gas line replacements. Mr. Doolittle stated that modest improvements will take place while the trenching work is being done, such as replacing the asphalt topping along the concourse. In addition, Councilmember Hampton asked for confirmation that shut-off valves would be installed throughout the project. Mr. Doolittle confirmed shut off valves will be added to all laterals.

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)

DIRECT THE CITY ATTORNEY TO PREPARE AN ORDINANCE WITHIN 60 - DAYS AMENDING PASADENA MUNICIPAL CODE CHAPTER 4.08 TO INCREASE FORMAL AND INFORMAL PROCUREMENT LIMITS, AND RELATED CLEAN-UP CHANGES

Chair Gordo introduced the item and Matthew Hawkesworth, Acting Assistant City Manager/ Director of Finance, provided a PowerPoint presentation and responded to questions.

Councilmember Hampton expressed concern with transferring the City Council's authority to rejects bids under $250,000 to the City Manager. The concern is the possible loss of transparency, to avoid City staff awarding contracts too often to the incumbents, and the loss of time and

effort to submit a bid by a vendor. Three vendors have shared their concern with Councilmember Hampton after experiencing bid rejections, the reason given was that staff were waiting for the incumbent to apply.

Chair Gordo asked for clarification of the City Manager's authority to reject bids. Mr. Hawkesworth responded that the current code, only allows for the City Council to reject bids. Miguel Márquez, City Manager, stated that based on observation of the bids that are rejected by the City Council, in many circumstances the reason is that Engineering staff estimated the bids very low, resulting in high bid submissions. Allowing the City Manager to reject bids at the same threshold that he is allowed to approve, could expediate the rebidding process and the timely completion of projects.

Chair Gordo recommended moving the other items in the agenda report forward and revisiting item six (Amendment to allow the City Manager authority to reject bids below the City Council's approval authority, proposed at $250,000) after the City Council has the opportunity to review the number of bids being rejected under the new thresholds.

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 with the exception of item six. (Motion Unanimously carried) (Absent: Councilmember Williams)

ADJOURNMENT: On the order of the Chair, the special meeting of the Finance Committee was adjourned at 4:06 p.m.

ATTEST:

Victor M. Gordo

Mayor Victor Gordo, Chair
Finance Committee

Gloria Acevedo

Gloria Acevedo
Recording Secretary