CITY OF PASADENA
MEETING OF THE FINANCE COMMITTEE MINUTES
PASADENA CITY HALL
100 NORTH GARFIELD AVENUE
CITY HALL COUNCIL CHAMBER S249
JUNE 23, 2025
SPECIAL MEETING

OPENING Chair Gordo called the special Meeting of the Finance Committee to order at 3:43 p.m.

ROLL CALL: Mayor Victor M. Gordo (Chair)
Councilmember Rick Cole
Councilmember Tyron Hampton (Arrived at 3:58 p.m.)
Councilmember Gene Masuda

Staff: Miguel Márquez, City Manager
Brenda Harvey-Williams, Assistant City Manger
Arnold Lee, Chief Assistant City Attorney
Matthew Hawkesworth, Acting Assistant City Manager/ Director of Finance
Alex Souto, Deputy City Manager
Chad Augustin, Fire Chief
Tim Park, Budget Administrator
Flora Karmiryan, Principal Administrative Analyst
Rachelle Razon, Senior Administrative Analyst
Byanca Banaga, Senior Administrative Analyst
Ani Antanesyan, Internal Audit Manager
Steven Andersen, Senior Internal Auditor
Sandra Campos, Acting Recording Secretary

APPROVAL OF MINUTES: It was moved by Councilmember Masuda, seconded by Councilmember Cole, to approve the cancellation notices for the June 9, 2025, Special Finance/Audit Committee Meeting and the June 9, 2025, Special Joint Meeting of the Finance Committee and/or City Council (Motion Unanimously carried) (Absent Councilmember Hampton).

OLD BUSINESS: Approval of Minutes - It was moved by Councilmember Cole, seconded by Councilmember Masuda, to approve the minutes of the April 28, 2025, Special Joint Meeting of the Finance Committee and/or City Council, the May 12, 2025, special Finance Committee meeting and the cancellation notices for the May 26, 2025, and the May 29, 2025, meetings (Motion Unanimously carried) (Absent Councilmember Hampton).

ANNOUNCEMENT: Matthew Hawksworth, Acting Assistant City Manager/Director of Finance, introduced Ani Antanesyan, as the City's new Internal Audit Manager.

NEW BUSINESS: **AMENDMENTS TO FISCAL YEAR 2026 OPERATING BUDGET**

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

Councilmember Cole was pleased with the data provided in support of funding the two Battalion Chief positions and asked about the standards of cover and best practices for the Fire Department. Chief Augustin shared that after comparing the best practices for fire agencies across California to those of the Pasadena Fire Department, adding two additional Battalion Chief positions was the best recommendation to provide adequate span control and response times.

Councilmember Masuda asked about the hiring process for the two new Battalion Chief positions. Chief Augustin shared, the positions will be internal promotions and the process, including testing will likely take six-months.

Councilmember Cole suggested to amend the action by keeping the General Fund's surplus of $120,000 and asking the Fire Department to find funding for the purchase and outfitting of the second vehicle within its existing budget. Chief Augustin indicated the suggestion may be feasible by evaluating the strike team revenue.

Chair Gordo clarified, the action is to move forward with staff's recommendation (include Councilmember Coles' amendment) and if the Fire Department's strike team revenue falls short of the cost to fund the second vehicle, then the item should return to the Finance Committee Meeting for further funding recommendation.

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

ADJOURNMENT: On the order of the Chair, the special meeting of the Meeting of the Finance Committee was adjourned at 4:10 p.m.

ATTEST:

Mayor Victor M. Gordo, Chair
Finance Committee

Gloria Acevedo
Recording Secretary