

**City of South Pasadena Finance Commission
Minutes for Special Meeting of:
February 11, 2019 6:30 p.m.**

Location: City Hall – City Manager’s Conference Room
1414 Mission Street
South Pasadena, CA 91030

- I. Roll Call
Commission Chair vacant
Commission Vice-Chair Adrian – Present
Commissioner Choi – Present
Commissioner Findley - Present
Commissioner Tao– Present
Commissioner Wood – Present
City Council Liaison Mahmud – Present
City Treasurer Pia – Present
Staff Liaison/Finance Director Koehler – Present
- II. Public Comment
None.
- III. Approval of Minutes
Minutes of August 23, Approved 5-0; and Minutes of October 25, 2018 Approved 5-0.
- IV. New Business
 - a. Election of Chairperson and Vice-Chairperson
Commissioner Wood was elected as Chairperson, and Vice-Chairperson was re-elected as Vice-Chairperson for the calendar year 2019.
 - b. Budget Outreach Plan FY19-20
Public Information Officer Pope provided an outline of the proposed Budget Outreach Plan for FY19-20.
 - c. Review Commission duties and responsibilities
Finance Director Koehler provided an outline of the Commission’s duties and responsibilities.
 - d. Review Work Plan for 2019
Finance Director Koehler provided the Work Plan for 2019.
- V. Continuing Business
None.
- VI. Commissioner Comments
None.
- VII. Council Liaison Comments
None.
- VIII. Staff Liaison Comments
None.
- IX. Next meeting – Special Meeting March 28, 2019