

**City of South Pasadena Finance Commission  
Minutes for Special Meeting of:  
November 15, 2018 6:30 p.m.**

Location: Burke Triolo Studio 538 Mission Street  
South Pasadena, CA 91030

- I. Roll Call
  - Commission Chair Catania - Present
  - Commission Vice-Chair Adrian – Absent
  - Commissioner Burke – Present
  - Commissioner Corey – Present
  - Commissioner Wood – Present
  - City Council Liaison Schneider – Present
  - City Treasurer Pia – Present
  - Staff Liaison/Finance Director Koehler – Present
  
- II. Public Comment
  - None.
  
- III. Approval of Minutes
  - None
  
- IV. New Business
  - A. Reorganization of the Finance Department and agreements with HdL for Business License Services and ADP for Payroll Administration Services.  
  
Staff presented a brief report on the reorganization, expected efficiencies, and cost savings associated with the Finance Department restructuring. The commissioners requested the Chair draft a memo to Council outlining their dissatisfaction that the reorganization was not presented to them prior to the action by the City Council.
  
- V. Continuing Business
  - None.
  
- VI. Commissioner Comments
  - None.
  
- VII. Council Liaison Comments
  - None.
  
- VIII. Staff Liaison Comments
  - None.
  
- IX. Next Meeting – December 27, 2019, cancelled