



**CITY OF SOUTH PASADENA  
CITY COUNCIL AND FINANCE COMMISSION - SPECIAL JOINT MEETING**

**MINUTES  
WEDNESDAY, MARCH 15, 2023, AT 6:30 P.M.**

**CALL TO ORDER:**

The Special Joint Meeting of the South Pasadena City Council and Finance Commission was called to order by Mayor Primuth on Wednesday, March 15, 2023, at 6:45 P.M. in the Amedee O. "Dick" Richards, Jr. Council Chambers, located at 1424 Mission Street, South Pasadena, California.

**ROLL CALL:**

**PRESENT**

Mayor	Jon Primuth
Mayor Pro Tem	Evelyn G. Zneimer
Councilmember	Janet Braun
Councilmember	Michael A. Cacciotti
Councilmember	Jack Donovan
Chair	Ed Elsner
Commissioner	Frederick A Findley (via Zoom)
Commissioner	Cynthia Quade
Commissioner	Peter Giulioni Jr (via Zoom)
Commissioner	Sheila Rossi

**ABSENT**

None.

Tiara Solorzano, Administrative Secretary, announced a quorum.

**CITY STAFF PRESENT:**

Arminé Chaparyan, City Manager; Andrew Jared, City Attorney; Tiara Solorzano, Administrative Secretary; Yolanda Chavez, Interim City Clerk/Records Specialist were present at Roll Call. Other staff members presented reports or responded to questions as indicated in the minutes.

**PUBLIC COMMENT**

**1. Public Comment – General – General (Non-Agenda Items)**

In-Person Comments:

Josh Betta spoke regarding City Manager Chaparyan and the Finance Commission.

Alan Ehrlich spoke regarding the hiring of additional Finance staff and the item.

**ACTION/DISCUSSION**

**2. APPROVAL OF FY 2022-23 MID-YEAR BUDGET REPORT AND ADJUSTMENTS, CAPITAL IMPROVEMENT PROGRAM CARRYOVERS, CITY COUNCIL BUDGET POLICIES, CREATION OF THREE FUNDS, AND RESOLUTION**

**RESOLUTION**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA APPROVING FISCAL YEAR 2022-2023 MID-YEAR BUDGET AMENDMENTS AND ADJUSTMENTS, CAPITAL IMPROVEMENT PROGRAM CARRYOVERS, CITY COUNCIL BUDGET POLICIES, AND CREATION OF THREE FUNDS

**Recommendation**

Staff recommends that the City Council:

1. Approve the Fiscal Year 2022-23 Mid-Year Budget Report and Adjustments;
2. Approve of Fiscal Year 2021-22 Capital Improvement Program (CIP) Carryovers;
3. Approve of FY 22-23 Budget Policies;
4. Approve the creation of three new funds: State and Local Fiscal Recovery Fund (SLFRF) -206, Other Post-Employment Benefits (OPEB) 115 Trust Fund – 110, and Fund 209- Carlyle Library Bequest; and
5. Adopt A Resolution of The City Council of The City Of South Pasadena Approving Fiscal Year 2022-2023 Mid-Year Budget Amendments And Adjustments, Capital Improvement Program Carryovers, City Council Budget Policies, And Creation Of Three Funds.

**-This section has intentionally been left blank-**

A motion was made by Councilmember Cacciotti, seconded by Councilmember Zneimer, and approved by roll call vote to approve Recommendation No. 1, the Fiscal Year 2022-23 Mid-Year Budget Report and Adjustments. The motion carried 5-0, by the following vote:

**AYES:** Braun, Cacciotti, Donovan, Zneimer, Mayor Primuth  
**NOES:** None.  
**ABSENT:** None.  
**ABSTAINED:** None.

A motion was made by Councilmember Cacciotti, seconded by Councilmember Donovan, and approved by roll call vote to approve Recommendation No. 2, Fiscal Year 2021-22 Capital Improvement Program (CIP) Carryovers. The motion carried 5-0, by the following vote:

**AYES:** Braun, Cacciotti, Donovan, Zneimer, Mayor Primuth  
**NOES:** None.  
**ABSENT:** None.  
**ABSTAINED:** None.

A motion was made by Councilmember Cacciotti, seconded by Mayor Primuth, and approved by roll call vote to approve Recommendation No. 3, FY 22-23 Budget Policies with modification to remove staff's commentary. The motion carried 5-0, by the following vote:

**AYES:** Braun, Cacciotti, Donovan, Zneimer, Mayor Primuth  
**NOES:** None.  
**ABSENT:** None.  
**ABSTAINED:** None.

A motion was made by Councilmember Cacciotti, seconded by Mayor Pro Zneimer, and approved by roll call vote to approve Recommendation No. 4, the creation of three new funds: State and Local Fiscal Recovery Fund (SLFRF) - 206, Other Post-Employment Benefits (OPEB) 115 Trust Fund – 110, and Fund 209 - Carlyle Library Bequest. The motion carried 5-0, by the following vote:

**AYES:** Braun, Cacciotti, Donovan, Zneimer, Mayor Primuth  
**NOES:** None.  
**ABSENT:** None.  
**ABSTAINED:** None.

**-This section has intentionally been left blank-**

A motion was made by Councilmember Braun, seconded by Councilmember Donovan, and approved by roll call vote to adopt Recommendation No. 5, a Resolution of the City Council of the City of South Pasadena approving Fiscal Year 2022-2023 Mid-Year Budget Amendments and Adjustments, Capital Improvement Program Carryovers, City Council Budget Policies, and Creation of Three Funds with modifications to the Resolution: Section 2, strike "increase" and insert "include"; and Section 3, strike "~~Fiscal Year 2022-2023 Budget is hereby amended to incorporate the~~" and "~~(Attachment C)~~" to insert "Fiscal Year 2022-2023 are forwarded to the Finance Commission for further review". The motion carried 5-0, by the following vote:

**AYES:** Braun, Cacciotti, Donovan, Zneimer, Mayor Primuth  
**NOES:** None.  
**ABSENT:** None.  
**ABSTAINED:** None.

**Resolution No. 7810 was adopted.**

**ADJOURNMENT**

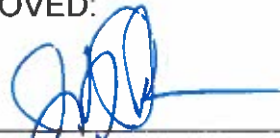
There being no further matters, Mayor Primuth adjourned the meeting of the City Council and Finance Commission at 10:12 P.M.

Respectfully submitted:



Mark Perez  
Deputy City Clerk

APPROVED:



Jon Primuth  
Mayor

ATTEST:



Mark Perez  
Deputy City Clerk

*Approved at City Council Meeting: April 19, 2023*