

**City of South Pasadena Finance Committee  
Minutes for Meeting of:  
August 19, 2014, 6:30 p.m.**

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

- I. Roll Call** Committee Chair Adrian – Present  
Member Burke – Present  
Member Catania – Present  
Member Peters – Present  
Member Robinson – Present  
City Council Liaison Khubesrian - Excused  
City Treasurer Pia – Present  
Finance Director Batt – Present  
Asst. Finance Director Lieu – Present

**II. Public Comment**

None.

**III. Approval of Minutes for the Meeting of July 23, 2014**

Committee Chair Adrian requested that the wording in Section IV(a) of the minutes be changed from “**due to a possible conflict of interest**” to “**to ensure no conflict of interest**”.

Approved 5-0.

**IV. New Business**

a. Water and Rubbish Low-Income Subsidy Program

**Finance Director Batt explained that several issues have arisen with relation to the new low-income subsidy program that had just been established by the City Council. He requested the Committee’s assistance in setting guidelines for determining eligibility, and prevent people who are not in genuine need of the subsidy from receiving it. There was considerable discussion on the types of income that should be included, and creating a practical methodology for determining eligibility. The Committee established a formula derived from the tax returns that would be both fair and simple to administer.**

**Member Burke made a motion to recommend to the City Council the agreed-upon method to calculate qualifying income. Motion passed 5-0.**

**Closed.**

**V. Continuing Business**

b. Update on Global Water

**Finance Director Batt gave a brief overview of the continuing issues with Global Water. He said that there hasn't been a chance to discuss the situation yet with the new attorney, but he hopes to start that process in the next few weeks. He added that he would like to bring the billing service back in-house, and that the first step in the process would be to upgrade the City's financial software, which he hopes to do this fiscal year. If we took the service back, we would also need to hire additional staff.**

**Continued.**

c. Update on Athens

**Finance Director Batt said that as of July 1, Athens has taken over commercial billings and special disposal billings. Negotiations are ongoing with Athens about the term of their contract and the possibility of them taking back the residential billings as well.**

**Closed.**

**VI. Committee Member Comments**

City Treasurer Pia said that when he explains to residents the City's three-pronged approach to financial stewardship they end up feeling very good about how the City is managed.

Committee Chair Adrian expressed concerns about the City's process of contract review, especially in light of the unfavorable Global Water contract.

**VII. Adjournment**

The meeting was adjourned at 7:55 p.m.

Accepted:

Carrie Robinson  
Committee Chair Adrian

June 26, 2015  
Date