

**City of South Pasadena Finance Committee  
Minutes for Meeting of:  
June 22, 2016, 6:30 p.m.**

**Location:** South Pasadena City Hall  
1414 Mission Street  
South Pasadena, CA 91030

- I. Roll Call** Commissioner Adrian – Present  
Commissioner Burke – Excused  
Commissioner Catania – Present  
Commissioner Peters – Present  
Commissioner Wood – Present  
City Council Liaison Mahmud – Present  
City Treasurer Pia – Present  
Staff Liaison David Batt – Excused  
Asst. Finance Director Lieu – Present

Also Present: Councilmember Richard Schneider, Public Works  
Director Paul Toor, Public Works Operations Manager Kristine  
Courdy, Dennis Klingelhofer (Harris & Associates)

**II. Public Comment**

None

**III. Approval of Minutes of the May 16, 2016 Meeting**

Deferred.

**IV. New Business**

- a. Election of Chair, Vice-Chair and Secretary

**Commissioner Adrian made a motion to hold this item over until a meeting when all five Commissioners are present.**

**Passed 4-0.**

**Continued.**

- b. Lighting and Landscape District Assessments [Taken as Item IV(c)]

**Public Works Director Toor explained that the existing Lighting and Landscape Maintenance District (LLMD) has not had a rate increase since the early 1990's, and that the assessments no longer cover the cost of providing services, which include traffic signals, medians, and street lights. The additional costs have been paid by the General Fund, but that may not be possible in future years. Also, as a result of Proposition 218, a majority vote of the City's property owners is now required to increase assessments.**

**Public Works Director Toor introduced Dennis Klingelhofer of Harris & Associates, who discussed the study to determine the appropriate amount of the LLMD assessments, and what would be needed to bring the district into compliance with Prop. 218. There was considerable discussion regarding the new assessment zones, special versus general benefits as they relate to street lighting and signals, costs of sidewalk repairs and tree maintenance, rate setting, the amount of other funds besides LLMD assessments needed to pay the full costs of services, the timing of the process and community outreach.**

**Commissioner Catania made a motion to request that the City Council consider an increase in the Street Lighting and Landscape Maintenance District annual assessment to all or partially offset the General Fund contribution; this gives the City Council and staff an opportunity to work out the details and decide how much they want to ask for.**

**Passed 4-0.**

**Closed.**

**c. 2009 Water Bond Refinancing [Taken as Item IV(b)]**

**Asst. Finance Director Lieu explained that the City is proposing to refinance the 2009 Water Bonds, which could result in a savings of \$8,000,000 in interest charges. Several questions were brought up related to the term of the bonds, selection of the financial advisor, debt service provisions, the bond premium, and the effect on water rates. Asst. Finance Director Lieu said these would be answered when the item was brought back at the next meeting. Public Works Director Toor said that the upcoming water rate study will address the proposed bond's effect on water rates.**

**Continued.**

## **V. Continuing Business**

**a. Update on the Downtown Project**

**Asst. Finance Director Lieu said that on June 15<sup>th</sup> the City Council approved a bond expenditure agreement between the City and the Successor Agency allowing the transfer of the bond proceeds to the City, so that they can be used on projects and not be subject to being returned to the County. There was also an amendment to the Long Range Management Plan. Both these items are now pending State Dept. of Finance approval.**

## **VI. Commissioner Comments**

**None.**

## **VII. Council Liaison Comments**

**None.**

**VIII. Staff Liaison Comments**

None.

**IX. Next Meeting – August 24, 2016**

**X. Adjournment**

The meeting was adjourned at 8:30 p.m