

**A. CALL TO ORDER**

Via teleconference, a Special Meeting of the Redondo Beach Budget and Finance Commission was called to order by Chair Woodham at 6:30 PM, in the City Hall Council Chambers, 415 Diamond Street, Redondo Beach, California.

**B. ROLL CALL**

Commissioners Present: Jeste, Solomon, Marin, Samples, Conroy, and Chair Woodham

Commissioners Absent: Johnson

Officials Present: Mike Witzansky, City Manager  
Jennifer Paul, Finance Director  
Nilesh Mehta, Chief Deputy City Treasurer  
Doug Kaku, Grants Financial Administrator

**C. SALUTE TO THE FLAG**

Chair Woodham led the Commissioners in a Salute to the Flag.

**D. APPROVE ORDER OF AGENDA**

Motion by Commissioner Solomon, seconded by Commissioner Conroy, to approve the agenda as presented. Motion carried unanimously, with no objection.

AYES: Jeste, Solomon, Marin, Samples, Conroy, and Chair Woodham.

NOES: None.

ABSENT: Johnson.

**E. BLUE FOLDER ITEMS - ADDITIONAL BACK UP MATERIALS**

**E.1. For Blue Folder Documents Approved at the Budget and Finance Commission Meeting.**

Chair Woodham confirmed that one Blue Folder Item was received by the Commissioners.

Commissioner Samples inquired if the Blue Folder Item was sent to the City Council.

Grants Financial Administrator Kaku confirmed that the document will be part of Item J.2. discussion.

Motion by Commissioner Samples, seconded by Commissioner Marin, to accept the Blue Folder Item. Motion carried unanimously, with no objection.

AYES: Jeste, Solomon, Marin, Samples, Conroy, and Chair Woodham.  
NOES: None.  
ABSENT: Johnson.

## **F. CONSENT CALENDAR**

### **F.1. APPROVE AFFIDAVIT OF POSTING FOR THE SPECIAL BUDGET AND FINANCE COMMISSION REGULAR MEETING OF MAY 26, 2022**

### **F.2. APPROVAL OF THE MINUTES FROM THE REGULAR BUDGET AND FINANCE COMMISSION MEETINGS OF MARCH 10, 2022 AND APRIL 14, 2022**

Motion by Commissioner Marin, seconded by Commissioner Solomon, to receive and file the Consent Calendar. Motion carried unanimously, with no objection.

AYES: Jeste, Solomon, Marin, Samples, Conroy, and Chair Woodham.  
NOES: None.  
ABSENT: Johnson.

## **G. EXCLUDED CONSENT CALENDAR ITEMS**

None.

## **H. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS**

Chair Woodham opened the floor to public comments.

Grants Financial Administrator Kaku confirmed that there were no eComments or public comments received.

Seeing no requests to speak, Chair Woodham closed the floor to public comments.

### **H.1. For eComments and Emails Received from the Public**

Grants Financial Administrator Kaku confirmed that there were no eComments or public comments received.

## **I. ITEMS CONTINUED FROM PREVIOUS AGENDAS**

None.

## **J. ITEMS FOR DISCUSSION PRIOR TO ACTION**

### **J.1. CITY TREASURER'S QUARTER 3 FISCAL YEAR 2021-2022 REPORT**

Chief Deputy City Treasurer Mehta provided the PowerPoint presentation regarding the Treasurer's Report, FY21/22 Q3. The PowerPoint presentation included the following details:

- Treasurer's Quarterly Admin Report
- Investment Reporting Objectives
- Investment Reporting Guidelines - CMTA
- Policy Compliance
- Quarterly Performance
- Historical Book Value by Fiscal Year
- Historical Book Value
- Cash Flow Analysis
- Month-End Portfolio Book Yield
- Maturity Distribution
- Trading Activity
- Fiscal Impact
- The End

Discussion followed regarding corporate notes clarification, rates for the purchase made, reallocation, benchmarks provided as part of the report, securities traded, FHN Financial Corporations Markets receiving compensation when trading securities on behalf of the City, RFP to be conducted in the future upon agreement renewal is FHN, fees independently from the performance, income from portfolio distributed, rate of return, cash-flow needs, reasonable yield provided, and annual targets for investment returns.

Chief Deputy City Treasurer Mehta responded and provided clarification to the Commissioners' questions.

Chair Woodham opened the floor to public comments. The following individual(s) spoke:

Grants Financial Administrator Kaku confirmed that there were no eComments or public comments received.

Seeing no additional requests to speak, Chair Woodham closed the floor to public comments.

Motion by Commissioner Solomon, seconded by Commissioner Conroy, to receive and file the City Treasurer's Quarter 3 Fiscal Year 2021-2022 Report. Motion carried unanimously, with the following roll call vote:

AYES: Jeste, Solomon, Marin, Samples, Conroy, and Chair Woodham.  
NOES: None.  
ABSENT: Johnson.

## **J.2. DISCUSSION AND POSSIBLE ACTION REGARDING THE FISCAL YEAR 2022-2023 PROPOSED BUDGET AND THE FISCAL YEAR 2022-2027 PROPOSED FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM**

City Manager Witzansky provided a brief introduction and general overview. Provided the PowerPoint presentation regarding the Proposed FY 2022-23 Budget. The PowerPoint presentation included the following details:

- City Manager's Budget Message
- Core Budget
- Decision Package Criteria
- General Fund Budget Summary
- Budget Calendar

Discussion followed regarding:

- Package No. 3 - Outdoor dining deck fees - The inclusion of the Harbor, continued fees for certain areas, no fees during COVID, and inclusion of other areas in the City using outdoor dining decks.
- Package No. 6 – Restoration of the Ladder Truck Position – Overhire program, various options regarding the position, current MOU, bringing back the data between the options for this position, flexibility in managing the position, and budget for current positions. Return on June 9, 2022, with additional details for discussion.
- Package No. 22 - \$100,000 Additional Funds for Supplies – Inflation trends, non-transport City and if costs change, prior practice use of one-time funds, proposing accumulated funds needed, reimbursement from Los Angeles County/insurance aid funds, and volume of response calls and breakdown of medical calls. Return on June 9, 2022, with inflation trends, a breakdown of medical calls, and the number of calls to Kensington.
- Package No. 10 – Return on June 9, 2022, with programming to help non-sworn personnel assist with tasks.
- Package No. 17 – Restoration of the Fire Department Equipment – Regional approach v Los Angeles County and mitigating costs, maintenance by the City for radios system, and some of the equipment to come out of other funding and not general fund. Return on June 9, 2022, with detail breakdown of equipment and how it is used.
- Package No. 32 – Solid Waste Collection Service Rate Adjustment – Adjusted increase to the Athens agreement.
- Package No. 46 – Municipal Services Officer Position (Parking Enforcement) – Return on June 9, 2022, with parking meter revenue and citation data.
- Package No. 30 – Upgrade of Parking Meters – Upgrade of meters to be used with the 5G network, money will cover active meters, will return in the future with an upgrade request for meters, collect loss revenue, licensing for meters, upgrade decision from 4G to 5G, and the use of the cost recovery model.
- Package No. 48 – Health Clinician – Pallet shelter housing, response to enforcement of no-camping ordinance, funding limiting level of service to residents, the clinician targeting in responding to homelessness outreach efforts, and a possible current staff member that tracks all expenses related to homelessness efforts. Return on June 9, 2022, homelessness liaison for tracking purposes and data regarding the cost of the clinician.
- Package No. 52 – Referral Equipment Program for Emergency Communications – Study to retain and recruit employees, benchmark study conducted by the City, changes as

needed, adjustment and being competitive, and possibly becoming part of the South Bay Regional Public Communications Authority (South Bay Dispatch Center).

- Package No. 71 – Funding for Campaign Financing Investigations – Line item descriptions of costs and expenditures being provided by City staff, and providing transparency for the public.
- Other matters as part of the budget discussion included the cannabis initiative and City Councils decision, Legado project, hotel site bringing transient occupancy taxes (TOT) revenue, Galleria permits and building renovation, Quimby funds for prospective projects, and prohibition of short-term rentals to collect TOT and licensing fees.
- Additional requests for June 9, 2022, meeting and providing accounting differences for City Attorney services for City Prosecutor services and litigation services for the City.

City Manager Witzansky responded and provided clarification to the Commissioners' questions.

Chair Woodham opened the floor to public comments. The following individual(s) spoke:

Grants Financial Administrator Kaku confirmed that there were no eComments or public comments received.

Seeing no additional requests to speak, Chair Woodham closed the floor to public comments.

City Manager Witzansky confirmed the items to bring back for the June 9, 2022, Budget & Finance Commission meeting.

Motion by Commissioner Conroy, seconded by Commissioner Samples, to receive and file the Fiscal Year 2022-2023 Proposed Budget and the Fiscal Year 2022-2027 Proposed Five-Year Capital Improvement Project reports. Motion carried unanimously, with the following roll call vote:

AYES: Jeste, Solomon, Marin, Samples, Conroy, and Chair Woodham.

NOES: None.

ABSENT: Johnson.

Commissioner Solomon inquired about the financial report from Beach Life report.

City Manager Witzansky confirmed that there will be a similar report for a future meeting.

### **J.3. DISCUSSION AND POSSIBLE ACTION REGARDING THE GENERAL FUND FIVE-YEAR FINANCIAL PLAN ASSUMPTIONS FOR FY 2022/23 - FY 2026/17**

Finance Director Paul provided the staff presentation regarding the five-year financial plan and inquired if July would be a proper time to look at this item and have more accurate information. More "actuals" data can be provided for the projection of the five-year plan.

Chair Woodham opened the floor to public comments. The following individual(s) spoke:

Grants Financial Administrator Kaku confirmed that there were no eComments or public comments received.

Seeing no additional requests to speak, Chair Woodham closed the floor to public comments.

Motion by Commissioner Solomon, seconded by Commissioner Samples, to continue the General Fund Five-Year Financial Plan Assumptions for FY 2022/23-FY 2026/27 discussion to the July 2022, Budget & Finance Commission meeting. Motion carried unanimously, with the following roll call vote:

AYES: Jeste, Solomon, Marin, Samples, Conroy, and Chair Woodham.  
NOES: None.  
ABSENT: Johnson.

#### **K. MEMBER ITEMS AND REFERRALS TO STAFF**

Commissioner Conroy thanked City Manager Witzansky and Financial Director Paul for their work and the information provided for this year's budget process.

Commissioner Solomon spoke about the Municipal City Charter Review Committee and asked if there is anything that is needed to reach out to the City Clerk with ideas on what is needed by the Budget & Finance Commission.

#### **L. ADJOURNMENT**

Motion by Commissioner Samples, seconded by Commissioner Solomon, to adjourn the meeting at 8:48 PM. Motion carried unanimously, with no objection.

AYES: Jeste, Solomon, Marin, Samples, Conroy, and Chair Woodham.  
NOES: None.  
ABSENT: Johnson.

The next meeting of the Redondo Beach Budget & Finance Commission will be a Regular Commission Meeting to be held at 6:30 PM on June 9, 2022, in the Redondo Beach Council Chambers, at 415 Diamond Street, Redondo Beach, California via teleconference.

All written comments submitted via eComment are included in the record and available for public review on the City website.

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Jennifer Paul  
Finance Director