

**A. CALL TO ORDER**

A Regular 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 and teleconference.

**B. ROLL CALL**

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

Commissioners Absent: Jeste and Johnson

Officials Present: Mike Witzansky, City Manager  
Jennifer Paul, Finance Director  
Ted Semaan, Public Works Director  
Keith Kauffman, Fire Chief  
Andrew Winje, City Engineer  
Jesse Reyes, Capital Improvements Program (CIP) Manager  
Doug Kaku, Grants Financial Administrator

Commissioner Solomon arrived at 6:50 PM.

**C. SALUTE TO THE FLAG**

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

**D. APPROVE ORDER OF AGENDA**

None.

**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 there were no Blue Folder Items for this meeting.

**F. CONSENT CALENDAR**

**F.1. APPROVE AFFIDAVIT OF POSTING FOR THE REGULAR BUDGET AND FINANCE COMMISSION REGULAR MEETING OF JUNE 9, 2022**

**F.2. APPROVAL OF THE MINUTES FROM THE SPECIAL BUDGET AND FINANCE COMMISSION MEETINGS OF MAY 26, 2022**

Motion by Commissioner Samples, seconded by Vice Chair Conroy, to receive and file the Consent Calendar. Motion carried unanimously, with no objection.

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

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

None.

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

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

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.

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

None.

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

##### **J.1. DISCUSSION AND POSSIBLE ACTION REGARDING THE FISCAL YEAR 2022-2023 CITY MANAGER'S PROPOSED BUDGET AND FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM**

City Manager Witzansky provided a brief introduction and general overview of what has been previously provided to the Budget and Finance Commission.

City Manager Witzansky provided the PowerPoint presentation regarding the Fiscal Year 2022-23 Proposed Budget. The PowerPoint presentation included the following details:

- Proposed General Fund Budget Summary
- Tax Revenues
- Budget Items of Note
- Budget Calendar

City Manager Witzansky provided clarification and responded to Commissioners' questions regarding the revenue trends, changes made mid-year if needed depending on revenue, changes and credits from CalPERS, economic contingency, and consistency in the information provided in the packages for future budget presentations.

Commissioner Solomon arrived at 6:50 PM.

City Manager Witzansky also clarified that there are some updates that will be done to the budget documents and those are pending for processing and updating when Finance Director Paul returns to the office.

Public Works Director Semaan, City Engineer Winje, and CIP Manager Reyes provided the PowerPoint Presentation regarding the City Council FY 22-23 Capital Improvement Program Update (June 9, 2022). The PowerPoint Presentation included the following details:

- Five-Year Historical Outlook (CIP Budget/Expenditures and Staffing per Fiscal Year)
- CIP Funding Sources Proposed for FY 2022-23
- Estimated FY 2021-22 CIP Carryover Funding (as of 5-12-22)
  - Sewer Projects
  - Drainage Projects
  - Park Projects
  - General Improvement Projects
  - Street Projects
  - Waterfront Projects
  - Public Facility Projects

City Engineer Winje, Public Works Director Semaan, City Manager Witzansky, and CIP Manager Reyes provided clarification and responded to Commissioners' questions regarding changes in staffing within the Engineering division, CIP projects that are on-going maintenance, delays in projects due to permits from outside agencies, grants process and how the City can obtain more grant funding, inflation on construction projects, location of shooting range, store-front improvement program, project packages regarding cost to refurbish Fire, Police, and City Hall facilities as placeholders for possible future renovations, Quimby checks from Legado and from South Bay Galleria Mall, and Transient Occupancy Tax (TOT) from Legado.

Further discussion regarding the following decision packages:

- Package No. 6 – Restoration of the Ladder Truck Position – Overhire program and current positions, funding of the positions outside of the MOU, and the assessment completed for the Fire Department.
- Package No. 22 - \$100,000 Additional Funds for Supplies – Additional funds are being requested due to trends on expenditures from the previous years, if City was a transport agency then there would be full refunding, additional funding aide provided for supplies, and 2026 would be an opportunity for the City to apply with the Los Angeles County as a transporting agency.
- Package No. 17 – Restoration of the Fire Department Equipment – Maintenance by the City for radios system, better communication with the Los Angeles County system, transition from INSB to another system, and data access.
- Packages dealing with staffing, current hiring, and compensation.
- Los Angeles County assessment of the Fire Department for City fire services.
- A shared Battalion Chief model between the City and neighboring Cities of Manhattan Beach and El Segundo as a pilot program.
- Update with the South Bay Regional Public Communications Authority and obtaining a quote for services and retaining dispatchers for the City of Redondo Beach.
- Library and Redondo Beach Performing Arts Center – Library request is for additional operation hours based on staffing, the Redondo Beach Performing Arts Center would include a Cultural Arts Manager that would oversee the center and the position would also include a broader use of this position cultural focus throughout the City.

- Package No. 13 – Reinstate the Funding for Signature Events in the City – Reimbursement by the applicant to the City for public safety assistance and staffing during the event, and possibly creating a licensing agreement for signature events by non-profit organizations that discloses the reimbursement portion for that event.
- Package No. 48 – Health Clinician – Total cost of homeless assistance from the City, baselines and what the homeless response will be going forward.
- Formal bidding for the FHA agreement to be conducted in the future and a policy in place for formal bidding for certain services.

City Manager Witzansky and Fire Chief Kauffman responded and provided clarification to the Commissioners' questions regarding the packages.

Chair Woodham thanked City Manager Witzansky for all the information and presentation provided to the Budget & Finance Commission regarding the budget process and 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.

Motion by Commissioner Solomon, seconded by Commissioner Samples, to have staff draft a letter with the Budget & Finance Commission's recommendation to City Council asking to formalize the RFP process with Bank of America banking, contracting for credit card processing services, and for the investment advisory. For City Council to hold funding for Package No. 48 until a more formal structure of the actual cost of homeless response is to date and moving forward would be in funding the positions. In addition, for Package No. 13, if funded to formalize the process for signature event processing. Motion carried unanimously, with the following roll call vote:

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

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

None.

#### **L. ADJOURNMENT**

Motion by Vice Chair Conroy, seconded by Commissioner Marin, to adjourn the meeting at 9:30 PM. Motion carried unanimously, with no objection.

AYES: Solomon, Marin, Samples, Vice Chair Conroy, and Chair Woodham.  
 NOES: None.  
 ABSENT: Jeste and 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 July 14, 2022, in the Redondo Beach Council Chambers, at 415 Diamond Street, Redondo Beach, California and via teleconference.

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

  
FOR Jennifer Paul  
Finance Director