

CITY OF PASADENA
Successor Agency to the
Pasadena Community Development Commission Minutes
March 14, 2016 – 5:30 P.M.
City Hall Council Chamber

REGULAR MEETING

OPENING:

Chair Tornek called the regular meeting of the Board of Directors to order at 6:50 p.m.

ROLL CALL:

Commissioners:

Chair Terry Tornek
Vice Chair Gene Masuda (Absent)
Member Victor Gordo
Member Tyron Hampton
Member John J. Kennedy
Member Steve Madison
Member Margaret McAustin
Member Andy Wilson

Staff:

Interim Executive Director Steve Mermell
Chief Assistant City Attorney Javan Rad
Secretary Mark Jomsky

PUBLIC COMMENT

No one appeared for public comment.

MINUTES APPROVED

February 29, 2016

It was moved by Member Gordo, seconded by Member Madison, to approve the above minutes, as submitted. (Motion unanimously carried) (Absent: Vice Chair Masuda)

FISCAL YEAR JUNE 30, 2015 ANNUAL FINANCIAL REPORTS

Recommendation: It is recommended that the following reports for the year ending June 30, 2015 be received by the City Council and/or the Successor Agency to Pasadena Community Development Commission:

- A. Comprehensive Annual Financial Report
- B. Single Audit Reports – To be presented at a later meeting
- C. Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards (this replace what was called the "Management Letter")
- D. Pasadena Center Operating Company Basic Financial Statements
- E. Rose Bowl Operating Company Basic Financial Statements
- F. Pasadena Community Access Corporation Basic Financial Statements
- G. Pasadena Fire and Police Retirement System Independent Auditor's Report and Basic Financial Statements with Required

Supplemental Information

- H. Air Quality Improvement Fund Financial and Compliance Report
- I. Independent Accountant's Report on Agreed-Upon Procedures Applied Appropriation Limit Worksheets
- J. Independent Accountant's Report on Agreed-Upon Procedures Applied to Employee Deductions for the Internal Revenue Code Section 457 Deferred Compensation Program
- K. The Auditor's Communications with the City's Audit Finance Committee

Matt Hawkesworth, Director of Finance, introduced the agenda item, and Richard Kikuchi and Jon Dennis, LSL CPA's and Advisors, provided a PowerPoint presentation on the item, and responded to questions.

Chair Tornek, Chair of the Finance Committee, stated that the Committee reviewed and discussed the Fiscal Year 2015 annual financial reports and the audit reports, and supported the staff recommendation.

Member Madison asked that staff consider a policy that will set forth the standard and frequency whereby each City fund be reviewed and periodically audited.

Following discussion, it was moved by Member Kennedy, seconded by Member Gordo, to approve staff recommendation. (Motion unanimously carried) (Absent: Vice Chair Masuda)

PUBLIC HEARINGS

Councilmember Hampton recused himself at 11:14 p.m., and left the dais

Councilmember McAustin recused herself at 11:15 p.m., and left the dais

PUBLIC HEARING: SUBMISSION OF PUBLIC HOUSING AGENCY ANNUAL PLAN (2016) TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

Recommendation: It is recommended that the City of Pasadena as Successor Agency to the Pasadena Community Development Commission (the "City"), after a public hearing:

- (1) Find that the action proposed in the agenda report is exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15061(b)(3), as it will not have a potentially significant environmental effect, and therefore, falls under the "general rule" exemption; and
- (2) Approve the City's Public Housing Agency Annual Plan (2016), and authorize the Interim City Manager to execute any and all documents regarding its submission to the U.S. Department of Housing and Urban Development (HUD).

The Secretary opened the public hearing; reported that the notice of public hearing was published in the Pasadena Journal on December 24, 2015. No correspondence was received by the City Clerk's office regarding this item.

William Huang, Director of Housing, and Myrtle Dunson, Housing Assistant Officer, provided a PowerPoint presentation on the agenda item, and responded to questions.

It was moved by Member Madison, seconded by Member Gordo, to close the public hearing. (Motion unanimously carried) (Absent: Members, Hampton, McAustin and Vice Chair Masuda)

Following a brief discussion, it was moved by Member Madison, seconded by Member Gordo, to approve staff recommendations. (Motion unanimously carried) (Absent: Members Hampton, McAustin and Vice Chair Masuda)

Councilmember Hampton
returned at 11:16 p.m.

Councilmember McAustin
returned at 11:19 p.m.

On order of the Chair, the special meeting of the Successor Agency to the Pasadena Community Development Commission adjourned at 11:52 p.m.

Terry Tornek, Chair
Successor Agency to the
Pasadena Community Development Commission

ATTEST:

Secretary