

# Agenda Report

May 2, 2022

**TO:** Honorable Mayor and City Council  
**FROM:** Department of Finance  
**SUBJECT: OPENING OF THE PUBLIC HEARING FOR THE FISCAL YEAR 2023  
RECOMMENDED OPERATING BUDGET**

## **RECOMMENDATION:**

It is recommended that the City Council:

1. Open the public hearing for the Fiscal Year (FY) 2023 Recommended Operating Budget; and
2. Continue this public hearing to the regular meeting of the City Council at 4:30 p.m. on June 13, 2022, and such other date as the City Council may determine, at which time the City Council will be asked to close the public hearing and adopt the FY 2023 Recommended Operating Budget.

## **BACKGROUND:**

The City of Pasadena Charter, Section 902, requires that on or before the third Monday in May, the City Manager shall submit to the City Council an annual operating budget for the succeeding fiscal year. As part of the process, the City Council shall open the public hearing on the proposed operating budget and continue the public hearing until a formal recommendation to adopt the FY 2023 Recommended Operating Budget is presented to the City Council.

The Recommended Budget represents the City's financial plan for FY 2023 and furthers the City's mission to deliver exemplary municipal services responsive to our entire community and consistent with the City's history, culture, and unique character. In addition to the City's anticipated operating revenues and expenses, the Recommended Budget includes the appropriations for the FY 2023–2027 Capital Improvement Program (CIP) and the City's affiliated agencies (Rose Bowl Operating Company, Pasadena Center Operating Company, and Pasadena Community Access Corporation).

The table below presents the FY 2023 Recommended Budget alongside two preceding fiscal years.

**Total Budgeted Appropriations**  
 (including Affiliated Agencies and CIP)

in millions

	<b>FY 2021 Actuals</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Recommended</b>
General Fund	\$276.3	\$286.7	\$295.5
All Funds	\$886.4	\$898.5	\$955.3

**Full-Time Equivalent Positions**  
 (including Affiliated Agencies)

	<b>FY 2021 Adopted</b>	<b>FY 2022 Adopted</b>	<b>FY 2023 Recommended *</b>
General Fund	1,007.59	1,011.30	1,028.10
All Funds	2,268.52	2,253.67	2,322.36

\*As of FY 2023, the City's FTE total includes 83.32 "non-budgeted" positions (56.00 FTE MASH trainees, 8.00 FTE Firefighter trainees, 19.32 FTE Retirees). There are no appropriations budgeted for these positions, only the FTE authorization to meet ERP system requirements.

Attachment A provides a Citywide summary of recommended appropriations and Full-Time Equivalent (FTE) positions for FY 2023 by department/affiliated agency. The City Manager's Transmittal Letter for the FY 2023 Recommended Operating Budget is Attachment B. Throughout May, departments and affiliated agencies will present their recommended operating budget to their respective City Council Committee. These budget workshops will begin on May 3<sup>rd</sup> and conclude on May 24<sup>th</sup>, meanwhile the Citywide budget is currently scheduled for adoption on June 20, 2022. The complete budget presentation schedule is outlined in Attachment C. The final attachment, Attachment D, is a list of enhancement requests that departments submitted for consideration in the FY 2023 Operating Budget.

Copies of the FY 2023 Recommended Operating Budget are available for public review at the City Clerk's Office, San Rafael Branch, and Hasting Branch libraries. The documents are also available on the City's website.

**COUNCIL POLICY CONSIDERATION:**

The City Council's strategic planning goal of maintaining fiscal responsibility and stability will be advanced through the adoption of the FY 2023 Recommended Operating Budget.

**ENVIRONMENTAL ANALYSIS:**

This action proposed herein is not a project subject to the California Environmental Quality Act (CEQA) in accordance with Section 21065 of CEQA and State CEQA Guidelines Section 15060 (c)(2), 15060 (c)(3), and 15378. Since the action is not a project subject to CEQA, no environmental document is required.

**FISCAL IMPACT:**

The FY 2023 Recommended Budget proposes total operating appropriations of \$295,518,806 in the General Fund and \$955,339,973 in all Funds (includes affiliated agencies and CIP). The FTE positions funded by the General Fund are 1,028.10 FTEs and those funded by all Funds are 2,322.36 FTEs (includes affiliated agencies).

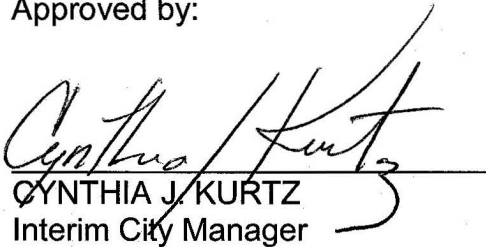
Respectfully submitted,

  
MATTHEW E. HAWKESWORTH  
Director of Finance

Prepared by:

  
for Timothy Park  
Budget Administrator

Approved by:

  
CYNTHIA J. KURTZ  
Interim City Manager

**Attachments:**

- 1) Attachment A – Summary of Appropriations and FTEs by Department
- 2) Attachment B – City Manager's Transmittal Letter for Operating Budget
- 3) Attachment C – City Council & Committee Meeting Schedule for Operating Budget
- 4) Attachment D – List of Enhancement Requests