

# Agenda Report

July 21, 2025

**TO:** Honorable Mayor and City Council

**THROUGH:** Finance Committee

**FROM:** Office of the City Manager

**SUBJECT:** **SUPPORT THE ESTABLISHMENT OF AN IMMIGRANT ASSISTANCE FUND AND AMEND THE CITY'S FISCAL YEAR (FY) 2026 OPERATING BUDGET BY \$100,000 TO CONTRIBUTE SEED FUNDING FOR THE FUND**

## **RECOMMENDATION:**

It is recommended that the City Council:

1. Find that the action proposed herein is covered by the commonsense exemption set forth in State CEQA Guidelines Section 15061(b)(c) as CEQA only applies to projects that may have a significant effect on the environment; and
2. Amend the City Manager's FY 2026 Operating Budget by appropriating \$100,000 from the unappropriated fund balance of the General Fund to support the establishment of an Immigrant Assistance Fund.

## **BACKGROUND:**

On June 23, City Council considered and unanimously approved a "Statement on Federal Activity and Community Reassurance in Pasadena" reaffirming its unwavering commitment to supporting the dignity, well-being, and sense of belonging of everyone in the City, especially those members of our community feeling afraid or targeted by the nature of recent immigration enforcement actions in the City. Additionally, City Council directed staff to agendize an item for the Finance Committee to consider support for the establishment of an Immigrant Assistance Fund.

The City has dozens of restricted and special funds. Each have limitations on eligible uses and expenses that would not be suitable for the requested purpose. The funding source with the most flexibility is the City's General Fund. Following adoption of the FY 2026 Operating Budget, a General Fund surplus of \$122,998 is available to contribute to an Immigrant Assistance Fund.

Staff is aware of other organizations and individuals who want to provide financial support to residents impacted by immigration enforcement actions. To facilitate and make use of these and other financial contributions from the community, staff recommends a partnership with the Pasadena Community Foundation (PCF). The PCF presents a distinct opportunity to accept the City's contribution as seed funding and leverage that amount with other donations, either from other organizations or individual donors, to amass a larger fund for collective impact in the community.

The PCF has a proven track record of facilitating directed spending for the City and community. This approach was successful during COVID and most recently in response to the Eaton Fire. PCF also worked with the Economic Development Division to co-administer over \$1.6 million in COVID relief grants to small businesses and nonprofits. PCF is also distributing \$1.5 million in one-time federal funds to local eligible businesses for the Dine Out Pasadena program.

If the recommended \$100,000 in seed funding is approved, the City Manager can execute any necessary agreements with PCF as it is under the \$250,000 spending authority granted by the City's Municipal Code.

#### **COUNCIL POLICY CONSIDERATION:**

Establishing an Immigrant Assistance Fund for residents impacted by immigration enforcement actions is consistent with the City Council's strategic goals to support and promote the quality of life; ensure public safety; and maintain fiscal responsibility.

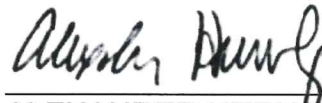
#### **ENVIRONMENTAL ANALYSIS:**

The proposed action has been determined to be exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines section 15061 (b)(3), the Common Sense Exemption that CEQA applies only to projects which have the potential for causing a significant effect on the environment. The establishment of a fund to provide economic relief to residents impacted by immigration enforcement action would have no adverse impact on the environment.

**FISCAL IMPACT:**

Approval of the recommended action will amend the City Manager's FY 2026 operating budget by appropriating \$100,000 from the unappropriated fund balance of the general fund.

Respectfully submitted,



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ALEXANDER HERNANDEZ  
Assistant to the City Manager

Approved by:



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MIGUEL MÁRQUEZ  
City Manager