

# Agenda Report

DATE: January 25, 1999

TO: CITY COUNCIL

FROM: CYNTHIA J. KURTZ, CITY MANAGER

SUBJECT: REVIEW OF CITY COUNCIL SUBCOMMITTEE ASSIGNMENTS

**RECOMMENDATION:**

It is recommended that City Council:

- 1) Review and concur with the descriptions of each of the City Council subcommittee assignments included in this report; and,
- 2) Assign the Y2K project to the Public Safety Committee and the review of "major projects" (as defined by the modified predevelopment plan review process) to the Business Enterprise Committee.

**BACKGROUND:**

City Council has recently expressed concern that the roles of the five City Council subcommittees may be unclear and lead to confusion over where certain issues should be reviewed. The subcommittee process is an important aspect of City Council review, providing an opportunity to examine large issues in greater detail than would be possible on the floor of City Council. In order for staff to provide the committees with substantive, timely information it is important that the roles of the subcommittees be clearly understood.

Staff reviewed Title 2 of the Pasadena Municipal Code and prepared the following areas of responsibility for each City Council committee:

Legislative Committee

Section 2.05.180 of the Pasadena Municipal Code (PMC) provides for the establishment of a three-member Legislative Committee of the City Council and defines two primary roles:

1. Review legislation pending before local, state and federal legislative bodies on issues affecting the City.
2. Make recommendations to the City Council regarding such legislation, setting forth arguments both in support of and in opposition to the legislation.

Duties include preparation of a legislative platform for City Council consideration prior to the commencement of each legislative session; tracking proposed bills that may impact Pasadena, and recommending to the full City Council if the City should support or oppose particular bills; discussing and responding to letters from other entities concerning the City's position on legislation; and establishing and maintaining good relationships with Pasadena's legislative representatives at the state and federal level.

Finally, the Legislative Committee directs the work of contract lobbyists at the federal and state levels who track legislation and alerts the City of bills and issues that may impact Pasadena.

#### Deregulation Committee

The Deregulation Committee was established, by ordinance, in May 1997 as a standing subcommittee of City Council to focus on the deregulation of Pasadena's electric and water utilities. The Deregulation Committee provides in-depth review, insights, and recommendations to the City Council regarding the whole array of deregulation issues, including direct access, rates, stranded investment, strategic alliance, governance, and customer service.

The Deregulation Committee provides a forum for Councilmembers, the community, staff, labor, and other stakeholders to work through the difficult issues of deregulation to provide clear recommendations to the full City Council.

#### Public Safety Committee

The Public Safety Committee was created as a standing committee of the City Council to review single issue or subject or category issues initiated by City Council. The issues reviewed fall into the general category of Public Safety matters.

The role of the Public Safety Committee is to review issues related to the operations of the Police and Fire Departments and the enforcement of laws by the City Prosecutor's Office. Many of the issues in our community related to public safety fall within the area of public health. Therefore, Public Health issues (e.g. violence, communicable disease and environmental quality) are also the subject of review by the Public Safety Committee. Finally, all issues that potentially pose a threat to the peace and tranquility of the community, be they natural such as storms and earthquakes or manmade such as Y2K, are the subject of discussion and review by the Public Safety Committee.

### Finance Committee

The City Council's Finance Committee provides oversight and presents recommendations to the City Council on matters which affect the financial health and welfare of the City of Pasadena, its affiliated agencies and operating companies, and the Pasadena Community Development Commission. Traditionally, all staff reports with material financial implications are brought before the Finance Committee before being presented to the City Council.

Regular duties include leading the City Council's deliberation over the City and Commission's annual operating budget and the capital improvement budget, as well as reviewing numerous reports and financial documents such as the City's Comprehensive Annual Financial Report, the City's annual investments policy and investment results, and the City's budget-to-actual expenditure and revenue information. All proposals to consider new or increased revenues as well as the issuance of debt are first presented and discussed with the Finance Committee.

Historically, all City Council decisions with short-term and long-term financial implications are first discussed with the Finance Committee. Questions and issues are presented to the Committee before the issues/recommendations are taken to the full City Council.

### Business Enterprise Committee

The Business Enterprise Committee is responsible for recommending to City Council an economic development strategy for the retention and attraction of businesses and reviewing issues that impact the City of Pasadena's ability to position itself to advance this strategy.

Topics include environmental quality, schools, technology development, visitor and convention trade, issues in particular business districts, and major projects City-wide.

Regular duties include reviewing economic data and trends related to Pasadena businesses; tracking specific projects and planning activities; establishing relationships with existing business to identify problems or issues; contacting new businesses that are considering locating into Pasadena; and recommending to the City Council specific actions or steps that increase the City's economic attractiveness.

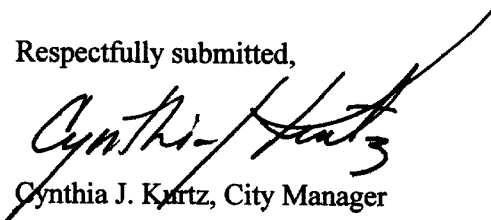
The Business Enterprise Committee tracks all major projects after Council has heard the initial project description. Major projects are defined as meeting one of the following criteria: 1) any project of greater than 100,000 square feet with two or more discretionary actions in any non-residential zoning district; 2) any project of greater than 50,000 square feet with two or more discretionary actions in any residential zoning district; 3) any project of greater than 50,000 square feet that involves city financial assistance; 4) any other project the Director of Planning and Permitting finds of major importance and significance to the City. Current projects which would have been covered by this process had it been in place when the predevelopment application (PDA) was filed

include the Plaza Pasadena, the Champion hotel project at Lake and Cordova streets, a housing project at Euclid and Cordova. The housing project at the Peppermill site on Walnut Avenue is the only PDA filed since the new process was adopted. Council will hear a project overview in February.

**FISCAL IMPACT:**

The recommendations in this report have no fiscal impact on the city.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Cynthia J. Kurtz". The signature is written in a cursive style with a long, sweeping flourish extending upwards and to the right.

Cynthia J. Kurtz, City Manager