



**CITY OF SOUTH PASADENA  
SOUTH PASADENA TOURNAMENT OF ROSES COMMITTEE**

**TUESDAY, MAY 2, 2023 at 7:00 p.m.**

**SOUTH PASADENA CITY COUNCIL CHAMBERS  
1424 MISSION STREET, SOUTH PASADENA, CA 91030**

**South Pasadena Tournament of Roses Committee Statement of Civility**

*As your appointed governing board, we will treat each other, members of the public, and city employees with patience, civility and courtesy as a model of the same behavior we wish to reflect in South Pasadena for the conduct of all city business and community participation. The decisions made today will be for the benefit of the South Pasadena community and not for personal gain.*

**NOTICE ON PUBLIC PARTICIPATION & ACCESSIBILITY**

The South Pasadena TOR Meeting will be conducted in-person from the South Pasadena Senior Center, located at 1102 Oxley Street, South Pasadena.

The Meeting will be available:

- In Person– South Pasadena City Council Chambers 1424 Mission Street
- Via Zoom – **Meeting ID: 890 8724 6485**

**Password: 185341**

To maximize public safety while still maintaining transparency and public access, members of the public can observe the meeting via Zoom in one of the three methods below.

1. Go to the Zoom website, <https://zoom.us/join> and enter the Zoom Meeting information; or
2. Click on the following unique Zoom meeting link:  
<https://us06web.zoom.us/j/89087246485?pwd=d0RGamJhTm1VR25CNzMwMmEzSXFwdz09> or
3. You may listen to the meeting by calling: +1-669-900-6833 and entering the Zoom Meeting ID.

**CALL TO ORDER**

Chair Ed Donnelly

**ROLL CALL**

Chair Ed Donnelly

Janet Benjamin  
Courtney Dunlap  
Sandy Fielding  
James Jontz  
Chris Metcalf  
Sally Kilby  
Lary Chiles (NV)  
Sharon Mitchell (NV)

Rob Benjamin  
Leland Glauz  
Wende Lee  
Alan Vlacich  
Steve Inzunza (NV)  
Bill Glazier (NV)  
Bill Cullinane (NV)  
Sara Cibak (NV)

**COUNCIL LIAISON:** Councilmember Evelyn Zneimer

**STAFF LIAISON:** Sheila Pautsch, Community Services Director  
Lucy Hakobian, Deputy Director of Community Services

**PUBLIC COMMENT GUIDELINES**

The City welcomes public input. If you would like to comment on non-agenda items and an agenda item, members of the public may participate **by means of one of the following options:**

Option 1:

Participants will be able to “raise their hand” using the Zoom icon during the meeting, and they will have their microphone un-muted during comment portions of the agenda to speak for up to 3 minutes per item.

Option 2:

Email public comment(s) to [spautsch@southpasadenaca.gov](mailto:spautsch@southpasadenaca.gov).

Public Comments received in writing will not be read aloud at the meeting, but will be part of the meeting record. Written public comments will be uploaded online for public viewing under Additional Documents and available at the City Clerk’s Counter for viewing. There is no word limit on emailed Public Comment(s). Please make sure to indicate:

- 1) Agenda item you are submitting public comment on.
- 2) Submit by no later than Tuesday, May 2, 2023, 12:00 PM

*NOTE: Pursuant to State law, the Commission may not discuss or take action on issues not on the meeting agenda, except that members of the Commission or staff may briefly respond to statements made or questions posed by persons exercising public testimony rights (Government Code Section 54954.2). Staff may be asked to follow up on such items.*

**1. Public Comment**

**COMMUNICATIONS**

**2. City Council Liaison Communications**

**3. Staff Liaison Communications**

**4. Committee Chair Communications**

**ACTION/DISCUSSION**

**5. Minutes of the South Pasadena Tournament of Roses Committee Meeting of April 4, 2023**

Recommendation

It is recommended that the Committee review and approve the April 4, 2023 Meeting Minutes

**6. April Financials of the South Pasadena Tournament of Rose Committee**

Recommendation

It is recommended that the Committee review and approve the April Financials

**7. Event and Site Chair Report — James Jontz**

8. Design Chair Report— James Jontz
9. Construction Chair Report — Rob Benjamin
10. Decoration Chair Report — Janet Benjamin
11. Misc. Fundraiser – Janet Benjamin
12. Publicity Chair Report — Sally Kilby
13. Digital Media Report — Chris Metcalf
14. Golf Tournament – Alan Vlacich

**ADJOURNMENT**

**FUTURE COMMITTEE MEETINGS.**

June 6, 2023 7:00 P.M.  
No Meeting July 4, 2023  
August 1, 2023 7:00 P.M.

**PUBLIC ACCESS TO AGENDA DOCUMENTS**


The complete agenda packet may be viewed on the City’s website, [www.southpasadenaca.gov](http://www.southpasadenaca.gov).

Meeting recordings will be available for public viewing after the meeting. Recordings will be uploaded to the City’s YouTube Channel no later than the next business day after the meeting.

The City’s YouTube Channel may be accessed at:

[https://www.youtube.com/channel/UCnR169ohzi1AlewD\\_6sfwDA/featured](https://www.youtube.com/channel/UCnR169ohzi1AlewD_6sfwDA/featured)

**ACCOMMODATIONS**

 The City of South Pasadena wishes to make all of its public meetings accessible to the public. If special assistance is needed to participate in this meeting, please contact the City Clerk's Division at (626) 403-7230 or [CityClerk@southpasadenaca.gov](mailto:CityClerk@southpasadenaca.gov). Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Notification at least 48 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II).

**CERTIFICATION OF POSTING**

*I declare under penalty of perjury that I posted this notice of agenda for the meeting to be held on **May 2, 2023**, on the bulletin board in the courtyard of City Hall at 1414 Mission Street, South Pasadena, CA 91030, and on the City’s, website as required by law, on the date listed below.*

4/27/23                      *Sheila Pautsch*, Community Services Director  
Date                              Staff Name, Staff Title

# FINANCE REPORT

**MAY 2, 2023**

**APRIL 2023**

<b>CHECKING-----</b>	<b>3526.21</b>
<b>CHECKING 501c3-----</b>	<b>93,207.28</b>
<b>SAVINGS 501c3-----</b>	<b>100,012.16</b>
<b>TOTALS-----</b>	<b>196,745.65</b>

**MARCH 2023**

<b>CHECKING-----</b>	<b>3723.00</b>
<b>CHECKING 501c3-----</b>	<b>92,713.28</b>
<b>SAVINGS 501c3-----</b>	<b>100,000.00</b>
<b>TOTALS-----</b>	<b>196,436.28</b>