



FOURTH OF JULY / FESTIVAL OF BALLOONS COMMITTEE AGENDA
South Pasadenan Office, 1127 Mission Street
Wednesday, April 24, 2019 at 7:00 p.m.

Rosemary Whitney, Chair / Jim Anderson, Vice Chair
Michael Schlaifer, Treasurer / Megan Colburn, Secretary

Councilmember Michael Cacciotti, City Council Liaison
Anthony Kim, Community Services Coordinator, City Staff Liaison

- Chairperson, Rosemary Whitney called the meeting to order on April 24, 2019 at 7:03pm.
- Pledge of Allegiance.
- **Roll Call:**
 - **Committee Members Present:**
 - Rosemary Whitney
 - Jim Anderson
 - Megan Colburn
 - Joe Payne
 - Erin Anderson
 - Bill Glazier
 - Rob Williams
 - **Committee Members Absent:**
 - Tracy Perry
 - Marlin Perry
 - Lindy Yeun
 - Jane Jackson
 - Bob McClain
 - Michael Schlaifer
 - Robert MacTavish
 - Joan Shaw
 - Marty Smith
 - **Council Liaison:**
 - Michael Cacciotti



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- **City Staff Liaison Present:**
 - Anthony Kim
- Motion to approve the Minutes from March 2019 was made by Jim Anderson and Joe Payne. Motion approved.
- **Public:** No Public were Present.
- **Old business:** Joe Payne reported that he ordered the flags and he has them at home. He will get ahold of Francois in public works. We have 50 of them now. Jim reported that he retrieved the banner from public works and he took it to Paul Abbey to get us a quote. Paul estimated it would about \$100 to clean it up. A new one will cost about \$1,000. Jim showed us the banners that get hung on the light poles. Anthony Kim is going to talk to Catrina to confirm them putting up our banner. Jim would love them to go up before Memorial Day.
- **Finance:** Nothing new to report
- **Parade:** Joe Payne reported that he has been in communication with JPL. They have been working on selecting a Grand marshal for our parade. They are confident they can get a representative that is involved and a resident of South Pasadena. It is coming together. He will be sending out invitations to last year's participants in the next few days. We are moving ahead.
- **Cars:** Nothing new to report
- **Posters:** Joe Payne reported that the material was purchased and has gone out to the 5th graders last week. They have almost a month to work on them. There was a lot of enthusiasm about the theme. We sent out just shy of 400 posters and usually about 25% of them come back.



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- **Decorations:** Rob Williams is getting started on the decorations. He will get items ordered this year and cover costs till after July 4th when we have more money in the bank to cover the bills. A big Thank you to Rob for jumping back in for us.
- **Programs:** Bill Glazier reported that we are going to have programs again this year. Bill would love to take the group picture at the May meeting. He would like to walk away with as much information as he can in the next meeting.
- **Publicity:** Bill Glazier will get the word out when we get closer to the date. Bill offered to help get the participants form out via social media.
- **Sound & Park:** Nothing new to report.
- **Food Booths:** Rosemary Whitney reported that we will have four food booths this year. Jane Jackson and Rosemary will meet soon to figure out where exactly we will place them.
- **Fireworks/Stadium:** Nothing new to report
- **Tickets:** Nothing new to report.
- **Security:** Joe Payne reported that he has not scheduled a meeting with the police chief yet but will schedule a meeting with him soon to discuss the needs of the cadette staff. He wants to make sure we have enough man power.
- **Staff Liaison Report:** Anthony Kim reported that he said the fireworks have not yet been signed yet by the city manager. It is in holding and still being circulated around.



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- Meeting adjourned at 7:33pm. The next meeting will be on May 22, 2019 at 7pm in the South Pasadenan's office at 1127 Mission Street South Pasadena, CA 91030.

Approved: Rosemary Whitney Date: 7-10-19
Committee Chairperson