



**CITY OF SOUTH PASADENA  
FOURTH OF JULY / FESTIVAL OF BALLOONS COMMITTEE  
AGENDA**

**Council Chamber  
1424 Mission Street, South Pasadena, CA 91030  
September 22, 2021 at 7:00 p.m.**

*South Pasadena Parks and Recreation Commission Statement of Civility*

*As your elected 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 tonight will be for the benefit of the South Pasadena community and not for personal gain.*

**NOTICE ON PUBLIC PARTICIPATION & ACCESSIBILITY**

Pursuant to Governor Newsom's Executive Order N-08-21, the City Council may conduct its meetings remotely and may be held via video conference. Pursuant to such Executive Order, the Festival of Balloon Committee may participate remotely and not be physically present in the City Council Chambers. Until further notice and as such Executive Orders remain in effect, the Festival of Balloons Committee may also allow public participation to continue via live public comment conducted over ZOOM.

The South Pasadena Festival of Balloon Committee for **September 22, 2021** will be conducted in-person from the Council Chambers, Amedee O. "Dick" Richards, Jr., located at 1424 Mission Street, South Pasadena.

Please be advised that pursuant to the Executive Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, the Council Chambers will not be open for the meeting. Committee Members will be participating remotely or will be physically present in the Council Chambers.

The In-person Hybrid meeting will be conducted live in the City Council Chambers

Festival of Balloons Committee  
**Zoom Meeting Information**  
**Meeting ID: 874 9350 0511**  
**Passcode: 211632**

1. Go to the Zoom website, <https://zoom.us/join> and enter the Zoom Meeting information accordingly; or

2. Click on the following unique Zoom meeting link:  
<https://us06web.zoom.us/j/87493500511?pwd=WDNWa284Q2NuZEpXUHBpc3hwQWdUUT09> ;or  
 3. You may listen to the meeting by calling: +1-669-900-6833 and entering the Zoom Meeting ID and Passcode when prompted to do so.

For additional Zoom assistance with telephone audio, you may find your local number at:  
<https://us06web.zoom.us/u/kdZNabaHfw>

**PUBLIC COMMENTS**

The Festival of Balloons Committee welcome public input. If you would like to comment on an agenda item, or make a general public comment, members of the public may submit public comments in writing for Festival of Balloons Committee consideration by emailing comments or questions to [spautsch@southpasadenaca.gov](mailto:spautsch@southpasadenaca.gov) by 12:30 p.m. on Tuesday, September 21, 2021, to ensure adequate time to compile and post. Please provide: 1) your name, and 2) agenda item for the comments/questions. All comments/questions will be distributed to the Committee for consideration and will also be posted on the City’s website prior to the meeting.

Pursuant to state law, the Festival of Balloons Committee may not discuss or take action on issues not on the meeting agenda, except that members of the Festival of Balloons Committee 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.

**CALL TO ORDER:** Joe Payne, Chair

**ROLL CALL:**

Rosemary Whitney	Michael Schlaifer
Michael Mc Cully	Marty Smith
Jane Jackson	Marlin Perry
Bob McClain	Joan Payne
Bill Glazier	Joan Shaw
Jim Anderson	

**COUNCIL LIAISONS:** Jon Primuth, Council Member

**STAFF PRESENT:** Sheila Pautsch, Community Services Director

**PUBLIC COMMENT AND SUGGESTIONS**

**1. Public Comment – General**

**COMMUNICATIONS**

**2. City Council Liaison Communications**

- 3. **Committee Communications**
- 4. **Staff Liaison Communications**

**ACTION/DISCUSSION**

5. **Approval of the April 28, 2021 Meeting Minutes**

Recommendation

It is recommended that the Committee review and approve the April 28, 2021 Meeting Minutes

6. **Election of a Chair and Vice Chair of the Festival of Balloons Committee**

Recommendation

It is recommended that the Committee nominate and elect a Chair and Vice Chair of the Festival of Balloons Committee

7. **Discussion Regarding How to Engage the Local Nonprofit Organizations to Become Part of the Festival of Balloons Events**

8. **Brainstorm Themes Ideas for 2022**

9. **Community Survey regarding the Festival of Balloons Events for 2022**

10. **Discussion regarding Sponsorship of the Festival of Balloons Event**

**ADJOURNMENT**

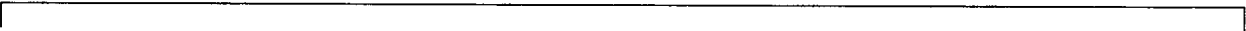
**FUTURE FESTIVAL OF BALLOONS COMMITTEE MEETINGS**

OCTOBER 27, 2021	HYBRID	7:00 P.M.
NOVEMBER 24, 2021	HYBRID	7:00 P.M.

**PUBLIC ACCESS TO AGENDA DOCUMENTS**

The complete agenda packet may be viewed on the City’s website at:  
<https://www.southpasadenaca.gov/government/boards-commissions>

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/UCnR169ohzi1AIewD\\_6sfwDA/featured](https://www.youtube.com/channel/UCnR169ohzi1AIewD_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 via e-mail at [CityClerk@southpasadenaca.gov](mailto:CityClerk@southpasadenaca.gov) or by calling (626) 403-7230. 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).

*I declare under penalty of perjury that I posted this notice of agenda 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.*

9/17/2021

*Sheila Pautsch*

Date

Sheila Pautsch, Community Services Director



**CITY OF SOUTH PASADENA  
FOURTH OF JULY / FESTIVAL OF BALLOONS COMMITTEE  
MINUTES – APRIL 28, 2021**

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**CALL TO ORDER:**

A Regular Meeting of the South Pasadena Festival of Balloons Committee was called to order by Chair Payne on Monday, April 28, 2021, at 7:05 p.m. The Meeting was held in a virtual setting, with all Committee member, and Council Liaison attending via Zoom.

**ROLL CALL:**

**Present:** Chair Joe Payne, Committee Members Rosemary Whitney, Michael Schlaifer, Jane Jackson, Bob McClain, Bill Glazier, Marty Smith, and Joan Shaw

**Absent:** Marlin Perry, Joan Payne, Michael Mc Cully and Jim Anderson

**COUNCIL LIAISONS:** Jon Primuth, Council Member - Absent

**STAFF PRESENT:** Sheila Pautsch, Community Services Director

**PUBLIC COMMENT AND SUGGESTIONS**

1. No email public comments were received in writing or verbally via Zoom

**COMMUNICATIONS**

2. City Council Liaison Communications-No Report
3. Committee Communications-No Report
4. Staff Liaison Communications -No Report

**ACTION/DISCUSSION**

5. Approval of the March 24, 2021 Meeting Minutes

Motion by Committee Member Jackson, second by Committee member Whitney carries 8-0, to approve the minutes of March 24, 2021

**6. Discussion and Recommendation regarding the 2021 Festival of Balloons Events and Fireworks Show**

A motion by Committee Member Jackson, seconded by Committee Member Whitney, carries 8-0, to forego the Festival of Balloons Fireworks Show and Parade for 2021. Discussion was as follows:

1. A survey was sent to past participants of the parade (about 40). There were twelve responses received. Of these 12 responses, 50% stated they would like to do something, just let us know what you are doing, and we will see if we can be a part. The other 50% stated that they have not met since March 2020 and have no idea what the organization is planning, if anything.
2. The parade consists of almost 80% youth groups. The vaccine is not available yet to those 16 years and under
3. Los Angeles County Health Dept has not released in-person parade and spectator guidelines.
4. There are not enough volunteers to keep spectators socially distant and with masks (if required) on the sidewalks during the parade.
5. Los Angeles County guidelines for outdoor entertainment currently restrict (Orange Tier) to 33% total venue capacity, assigned seating, groups limited to 6 persons made up of three households but if fully vaccinated can have a larger group and show proof of vaccination.
6. Unable to maximize the space at SPHS for firework show limits the revenue from the event, which pays for the fireworks show, parade, and park events. With that said, it runs the risk of depleting the reserve funds that start up the following year's event as half of the firework show that is due in February.
7. The last time the fireworks show was canceled due to new field and track construction, the Committee had to ask the City for start-up funds of \$10,000, and some councilmembers gave some of their discretionary funds to kick-off the event.
8. Two months to plan everything is just not enough time

The Committee would like to see it happen but not at the cost of not ever doing it again due to funding and lack of volunteers. They would like to send out a survey in October/November to ask residents to help re-imagine what 2022 could be. They also want to see if they can get the local nonprofits to be more a part of the event and not just be in the parade and find sponsors for the entire event.

**ADJOURNMENT**

The meeting adjourned at 7:25 p.m. The next meeting will be held on September 22, 2021 at 7:00 p.m.

I HEREBY CERTIFY that the foregoing minutes were adopted by the Festival of Balloons Committee of South Pasadena at the Meeting held on September 22, 2021.

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Sheila Pautsch  
Community Services Director

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Joe Payne  
Chair FOB Committee

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