



**CITY OF SOUTH PASADENA
FOURTH OF JULY / FESTIVAL OF BALLOONS COMMITTEE
SPECIAL MINUTES – JUNE 20, 2022**

CALL TO ORDER:

A Special Meeting of the South Pasadena Festival of Balloons Committee was called to order by Vice-Chair Joe Payne on Monday, June 22, 2022, at 7:05 PM. The Meeting was held in person at the South Pasadena Council Chambers and via Zoom

ROLL CALL:

Present: Vice-Chair Joe Payne, Committee Members Rosemary Whitney, Michael McCully, Joan Shaw, (via Zoom) Marty Smith, Steve Lawrence, Bob McClain, Michael Schlaifer, and Erin Anderson

Absent: Chair Sam Hernandez, Committee Members Marlin Perry, Jane Jackson, Bill Glazier

COUNCIL LIAISONS: Jon Primuth, Mayor Pro Tem - Absent

STAFF PRESENT: Sheila Pautsch, Community Services Director

OTHER GUESTS: None

PUBLIC COMMENT AND SUGGESTIONS

1. Public Comment – General

No comments in person, via zoom or by email

COMMUNICATIONS

2. City Council Liaison Communications

None

3. Committee Chair Communications

None

4. Staff Liaison Communications

None

ACTION/DISCUSSION

5. Approval of May 25, 2022 Meeting Minutes

A motion by Committee Member Shaw, second by Committee Member Whitney. Motion carries 9-0 to approve the minutes of May 25, 2022.

6. Committee Discussion and Updates

Parade/Security/Posters – Vice-Chair Joe Payne

Vice-Chair Payne reported on the following: Has all dignitaries confirmed for the parade. Meeting with the Police Department, Fire Department, and Public Works to coordinate day of events and security; Working on finalizing parade participation as he has about 50 confirmed; and 90 posters were put up with help of SPARC

Fireworks/Stadium/Special Event Coordinator – Marty Smith

Committee Member Smith reported that the sound and stage are ready, need a forklift to move on firework equipment (has to have balloon tire), needs A-frames move to the field after parade, and reserving light towers for Diamond.

Food Booth – Jane Jackson (Absent) and Rosemary Whitney

Committee Member Whitney stated no update as the committee has confirmed four food booths.

Parks/Sound/Youth – Bob McClain

Committee Member McClain is ready with everything but need volunteers

Programs/Publicity – Bill Glazier (Absent) and Steve Lawrence

Committee Member Lawrence provided an update on the publicity of the event, He will push pre-sale tickets and accept credit cards at his business and create an online ticket sale at South Pasadena, and asked for assistance gathering Boy Scout volunteers to help with distribution.

Tickets – Robert MacTavish and Lindy Yuen (Absent)

Vice Chair Payne reported that Robert MacTavish delivered tickets to the business for pre-sale.

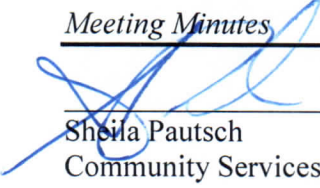
Decorations – Rob and Carrie Williams (Absent)

Vice Chair Payne asked that the Senior center be open at 4pm on Sunday for deco prep and again at 8:30 on Monday for use of the restrooms.

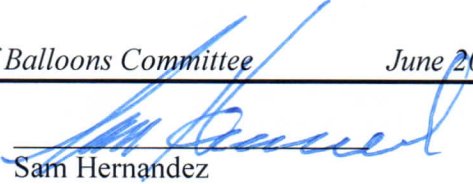
ADJOURNMENT

The meeting adjourned at 7:33 p.m. The next meeting will be held in early 2023, 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 March 6, 2023.



Sheila Pautsch
Community Services Director



Sam Hernandez
Chair Festival of Balloons Committee