



**CITY OF SOUTH PASADENA  
PUBLIC SAFETY COMMISSION REGULAR MEETING AGENDA**

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

**Tuesday, December 23, 2025 at 5:30 p.m.**

**CALL TO ORDER**

The Regular Meeting of the South Pasadena Public Safety Commission was called to order by Chair Holguin on December 23, 2025, at 5:32 p.m. in the Amedee O. "Dick" Richards, Jr. Council Chambers, located at 1424 Mission Street, South Pasadena, California.

**ROLL CALL:**

**PRESENT**

Chair	Marcos Holguin
Commissioner	Charley Lu
Commissioner	Walter Cervantes
Commissioner	Armando Munoz
Commissioner	Bethseda Gee
Commissioner	Dr. Stephen Sanko
Commissioner	Gabriel Reza

**ABSENT**

None

Davit Ghazaryan, Management Analyst, announced a quorum.

**OFFICIALS PRESENT:**

Shannon Robledo, Acting Police Chief, Greg Lloyd, Fire Chief, Omari Ferguson, Councilmember, Andrew Dubois, Police Sergeant, Melissa Snyder, Community Services Deputy Director, Jennifer Colby Public Affairs Manager/Public Information Officer, Davit Ghazaryan, Management Analyst, Kevin Tiet, Management Assistant were present at Roll Call.

**OFFICIALS ABSENT:**

NONE

1. **Public Comment**

A public comment submitted via e-mail from Yvonne LaRose on ICE Encounter Protocols and Resources.

Yvonne La Rose wanted to provide South Pasadena with resources and education materials regarding ICE Encounter Protocols and Resources. Yvonne wanted to make a motion to provide accessibility to all interested parties. In addition, Yvonne wanted to make a secondary motion to form alliances with rapid responses and legal resources available. In addition, another motion to update resource guides on a six-month basis to be reliable and available information readily available to the public. The goal is to help the public deescalate situation from an ICE encounter.

<b>PRESENTATION</b>
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2. **Staff Introduction**

Introduction of Jennifer Colby, the newly appointed Public Affairs Manager / Public Information Officer

Jennifer Colby, Public Affairs Manager / Public Information Officer introduction

Chair Holguin welcomed Jennifer Colby. Holguin asked if the new role is focused on one department. Colby responded that her role focuses on enhancing communication in all departments in the city.

Commissioner Sanko mentioned he looks forward the role connecting with local newsletters. He also mentioned a successful model used previously where interns were utilized to help with newsletters and social media outreach.

3. **South Pasadena Police Department: NIBRS Report, September and October 2025**

Presentation: NIBRS Report, September and October 2025

Shannon Robledo, Acting Police Chief presented the NIBRS Report, September and October 2025

Commissioner Gee asked if Jennifer Colby can assist with spreading information on prevention tips to avoid any phishing problems.

Commissioner Sanko questioned the increase aggravated assault and drug violation. Acting Chief Robledo answered there was assistance of law enforcement from other agencies that assisted with enforcement in the city. The increased policing and detection resulted in a higher percentage in the report.

Commissioner Cervantes agreed and recommended this topic to be addressed.

4. **Show Formats for the 2026 4<sup>th</sup> of July Celebration**

Presentation of Show Formats for the 2026 4<sup>th</sup> of July Celebration

Melissa Snyder, Community Services Deputy Director presented the Show Formats for the 2026 4<sup>th</sup> of July Celebration.

Commissioner Gee highlighted the values of South Pasadena in terms of the pricing for different variations of firework shows.

Commissioner Munoz suggested if there is a hybrid firework show that combines traditional and drone show

for a budget friendlier option. Melisa Snyder mentioned it is possible to have a hybrid show. However, involves more coordination with three separate vendors rather than one vendor if a single option is selected.

Commissioner Cervantes mentions the possibility of a risk of fire with traditional firework. In addition, he mentions the impacts that affects the environment and sound pollution from a traditional firework show.

Approved by roll call to recommend to city council a drone show.

**AYES:** Chair Holguin, Vice Chair Lu, Commissioner Gee, Commissioner Cervantes Commissioner Munoz, Commissioner Sanko, Commissioner Reza

**NOES:** None.

**ABSENT:** None.

**ABSTAINED:** None.

## **PUBLIC HEARING**

5. **Public Hearing: South Pasadena Police Department's Updated Military Equipment Use Report: June 2024 – September 2025**

Presentation of the South Pasadena Police Department's Updated Military Equipment Use Report: June 2024 – September 2025

Andrew Dubois, Police Sergeant presented the South Pasadena Police Department's Updated Military Equipment Use Report: June 2024 – September 2025

Commissioner Cervantes asked why the equipment is referred to as military equipment and the term may spread fear to residents. Sergeant Dubois mentioned it is what the legislative bodies that have enacted that law and reference the equipment. Sergeant Dubois mentions equipment used is geared towards public safety and officer safety is main factors that provides the best outcome for overall safety.

Chair Holguin asked if the Police Department will run out of patrol rifles when a law enforcement officers leave. Sergeant Dubois confirmed the patrol rifle equipment stays at the department and the equipment is reissued to new staff when onboarded.

Approved by roll call vote, Item No. 5 to accept the South Pasadena Police Department's Updated Military Equipment Use Report: June 2024 – September 2025

**AYES:** Chair Holguin, Vice Chair Lu, Commissioner Gee, Commissioner Cervantes Commissioner Munoz, Commissioner Reza

**NOES:** None.

**ABSENT:** Commissioner Sanko

**ABSTAINED:** None.

## **ACTION/DISCUSSION**

6. **Minutes of the Public Safety Commission Regular Meeting of September 23, 2025**

Consideration of the minutes of the Public Safety Commission Regular Meeting of September 23, 2025

Approved by roll call vote, Item No.6 the Meeting Minutes of the September 23, 2025 Public Safety Commission Regular Meeting as presented.

**AYES:** Chair Holguin, Vice Chair Lu, Commissioner Gee, Commissioner Cervantes Commissioner Munoz, Commissioner Reza

**NOES:** None.

**ABSENT:** Commissioner Sanko

**ABSTAINED:** None.

7. **Minutes of the Public Safety Commission Special Meeting of October 13, 2025**

Consideration of the minutes of the Public Safety Commission Special Meeting of October 13, 2025

A motion was made by Commissioner Gee, seconded by Commissioner Munoz, approved by roll call vote, Item No.7 the Meeting Minutes of the October 13, 2025 Public Safety Commission Special Meeting as presented.

**AYES:** Chair Holguin, Vice Chair Lu, Commissioner Gee, Commissioner Cervantes Commissioner Munoz, Commissioner Reza

**NOES:** None.

**ABSENT:** Commissioner Sanko

**ABSTAINED:** None.

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**INFORMATION REPORTS**

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8. **South Pasadena Fire Department: Los Angeles County Health Services Measure B Funding**

Information report of the Los Angeles County Health Services Measure B Funding

Chief Lloyd, Fire Chief presented Los Angeles County Health Services Measure B Funding information report

9. **South Pasadena Fire Department: California Fire Foundation Grant**

Information report of the California Fire Foundation Grant

Chief Lloyd, Fire Chief presented the California Fire Foundation Grant information report

Commissioner Gee asked if there is any equipment that needs to be updated in regards to Measure B funding. Chief Lloyd answered the Fire Department currently has all equipment needed. The Fire Department is working on a five year spending plan that will update department equipment and there is currently no immediate needs.

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**COMMUNICATIONS**

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10. **City Council Liaison Communications**

Mayor Pro Term Ferguson thanked the Public Safety Commissioners for their commitment and service to the city.

Commissioner Gee asked for more clarification as to the change in schedule for occurrences of the commission meetings. Mayor Pro Term Ferguson responded the change was from the Mayor's discretion. He also mentioned he can bring this information to the mayor if the commission would like to revert back to previous meeting occurrences to once a month.

Commissioner Gee asked a question directed towards Police and Fire Chief if there is enough staffing for monthly meetings. Acting Chief Robledo mentioned the occurrence meetings depends on the quantity of work plan materials for the upcoming schedule. Chief Lloyd answered the goal with the new schedule of meeting every other month was to create a strong commission to have robust discussion. In addition, value the commissioner's time and the community's time.

**11. Staff Liaison Communications**

Chief Lloyd mentioned K-9 Delta transitioned to the Montebello Fire Department as her handler took on a job at that department. However, the city still has full access to K-9 Delta and capabilities if needed.

Chief Lloyd provided an update on the department's first annual emergency preparedness and public safety fair.

Chief Lloyd provided information on save the date for Badge Pinning Ceremony to recognize new staff and promotions on February 21<sup>st</sup>.

Chief Lloyd provided an update on the Spark of Love toy drive.

Acting Chief Robledo provided an update on an upcoming retirement for Richard Lee, Police Detective

Acting Chief Robledo provided an update the department received four trailer radars which will help gather information for traffic enforcement.

**12. Commissioner Communications**

Commissioner Gee and Chair Holguin thanked Commissioner Munoz for serving the committee.

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**ADJOURNMENT**

There being no further matters, Chair Holguin adjourned the meeting of the Public Safety Commission at 7:11 p.m., to the next Regular Public Safety Commission meeting scheduled for Tuesday, January 27, 2026 at 4:30 p.m.

Respectfully Submitted:

  
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Kevin Tiet  
Management Assistant

Approved By:

  
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Marcos Holguin  
Chair