



**CITY OF SOUTH PASADENA  
SOUTH PASADENA TOURNAMENT OF ROSES COMMITTEE  
SPECIAL MEETING AGENDA**

**HYBRID MEETING**

**TUESDAY, JANUARY 10, 2022 at 7:00 p.m.**

**SOUTH PASADENA SENIOR CENTER  
1102 OXLEY 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. Pursuant to AB 361 Government Code section 54953, subdivision (e)(3), the Advisory Body may conduct its meetings remotely and may be held via video conference.

The Meeting will be available:

- In Person Hybrid – South Pasadena Senior Center, 1102 Oxley Street
- Via Zoom – **Meeting ID: 869 1490 1046**  
**Password: 721830**

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/86914901046?pwd=Mm5vK01ZWHNvTUwwQytjTkJ6S3ZNdz09> or
3. You may listen to the meeting by calling: +1-669-900-6833 and entering the Zoom Meeting ID.

**CALL TO ORDER**

Chair Brant Dunlap

**ROLL CALL**

Chair Brant Dunlap

Janet Benjamin

Rob Benjamin

Courtney Dunlap  
 Sandy Fielding  
 James Jontz  
 Chris Metcalf  
 Larry Chiles (NV)  
 Sharon Mitchell (NV)  
 Sara Cullinane (NV)

Leland Glauz  
 Steve Fillingham  
 Wende Lee  
 Alan Vlacich  
 Bill Glazier (NV)  
 Bill Cullinane (NV)

**COUNCIL LIAISON:** Councilmember Evelyn Zneimer

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

**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, January 10, 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 December 8, 2022**

Recommendation

It is recommended that the Committee review and approve the December 8, 2022 Meeting Minutes

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

*Recommendation*

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

- 7. Event and Site Chair Report — James Jontz
- 8. Design Chair Report— James Jontz
- 9. Construction Chair Report — Rob Benjamin & Steve Fillingham
- 10. Decoration Chair Report — Janet Benjamin
- 11. Crunch Time Party – Wende Lee
- 12. Misc. Fundraisers - Janet Benjamin
- 13. Publicity Chair Report — Bill Glazier
- 14. Website Report — Sara Cullinane
- 15. Social Media Report — Chris Metcalf
- 16. Nominations – Alan Vlacich

**ADJOURNMENT**

**FUTURE COMMITTEE MEETINGS.**

February 7, 2023 7:00 P.M.

March 7, 2023 7:00 P.M.

April 4, 2023 7:00 P.M.

**PUBLIC ACCESS TO AGENDA DOCUMENTS**


The complete agenda packet may be viewed on the City’s website, [www.southpasadena.gov](http://www.southpasadena.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 **January 10, 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.*

1/5/23                      *Sheila Pautsch*, Community Services Director

Date                      Staff Name, Staff Title