



**CITY OF SOUTH PASADENA
SOUTH PASADENA TOURNAMENT OF ROSES – REGULAR MEETING**

**MINUTES
TUESDAY, JUNE 2, 2026, AT 7:00 P.M.**

CALL TO ORDER:

The regular meeting of the South Pasadena Tournament of Roses Committee was called to order by President Adamson on Tuesday, June 2, 2026, at 7:02 p.m. at the City Council Chambers, located at 1424 Mission Street, South Pasadena, California.

PRESENT

President	John Adamson
Secretary	Courtney Quinn
Treasurer	Sandy Fielding (zoom)
Assistant Treasurer	Dianne Parker
Construction Chair	Brandon Carlson
Decoration Chair	Leland Glauz
Decoration Co-Chair	Vicky Rea
Assistant Decoration Chair	Nathalie Gould (NV)
Website Chair	Alex Strong
Publicity Chair	Karie Reynolds
Volunteer Chair	Lary Chiles
Historian	Ed Donnelly (NV)
Committee Member	Janet Benjamin

ABSENT

Asst. Construction/Site Chair	Jeremy Bruce
Direct Marketing Chair	Wende Lee
Raffle Ticket Chair	Jason Bergman
Golf Tournament Chair	Alan Vlacich
Design Chair/Event & Site Chair	James Jontz
Social Media Chair	Chris Colburn
Tent Banners	Brant Dunlap (NV-Excused)
Committee Member	Rob Benjamin (Excused)

President Adamson recognized that we have a quorum.

CITY STAFF PRESENT:

Melissa Snyder, Community Services Director, was present at roll call.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by President John Adamson

PUBLIC COMMENTS

1. PUBLIC COMMENTS -GENERAL (NON-AGENDA ITEMS)

None.

ACTION / DISCUSSION

2. CONSIDERATION OF APPROVAL OF THE SOUTH PASADENA TOURNAMENT OF ROSES FINANCIALS

Assistant Treasurer Parker presented this item. Fielding is on vacation until the end of July, Parker will be filling during that time. Carrie Russel will be handling duties for the golf tournament.

Recommendation

It is recommended that the Committee consider approval of the South Pasadena Tournament of Roses Committee Financials including Balance Sheet and Profit and Loss as of May 27, 2026.

A motion was made by J. Benjamin, second by Chiles, and approved by roll call vote to approve Item 2. The motion carries 11-0-7-0, by the following vote:

AYES: Adamson, Quinn, Parker, Carlson, Glauz, Rea, Strong, Reynolds, Chiles, J. Benjamin.

NOES: None

ABSENT: B. Lee, Bergman, Vlacich, Jontz, Colburn, R. Benjamin.

ABSTAINED: None

3. CONSIDERATION OF CANCELLATION OF JULY REGULAR MEETING

The Committee Members did not take action on this item.

COMMITTEE CHAIR REPORTS

4. EVENT AND SITE CHAIR REPORT

No Report, Absent.

5. DESIGN CHAIR

Adamson presented this item on behalf of Jontz who was absent. The official rendering has been released to the Committee; it will be released on social media soon. Reynolds asked for the high-resolution rendering for media purposes. Adamson noted he would get it sent to her.

6. CONSTRUCTION CHAIR

Carlson reported there is Mechanical 1 inspection slated for July 18th. The next two Saturdays the construction crew will be organizing container and prepping for the 4th of July parade. Planning to have a dunk tank as a fundraiser for the park after the parade, the insurance has been submitted but still finalizing details. Reynolds commented that for events like this she would like more notice so she can plan the press release with all the details. Carlson noted he would finalize and send her the details as soon as he has confirmation on pending information.

7. PUBLICITY CHAIR

Reynolds reported she has a press release ready for the design announcement; she is waiting on the high-resolution photo. Reynolds reported that although she sends out press information to multiple outlets, she has no control over who decides to run the piece. She is asking that we use real photos for events on social, we tend to use graphics. Please email Karie with upcoming information so she can make sure it is shared in the email newsletter.

8. DECORATION CHAIR

Glauz reported he attended the annual self-built picnic last Saturday hosted by Sierra Madre. The information was sent out late so only a few people made it from SPTOR, but it was a great turn out as always and we got to see all the self-built renderings and hear a little about each float. La Canada will be fully electric, and Burbank is over 36 ft. There will be an initial decoration meeting with a core team at the end of July as well as a final inventory day.

9. SOUVENIR CHAIR

Fielding reported she is waiting for the final digital approval to be sent to her for the SP pin, she is hoping it gets sent back to her soon so she can order.

10. DIRECT MARKETING CHAIR

No report, Absent.

11. VOLUNTEER CHAIR

Chiles had no report.

12. WEBSITE CHAIR

Strong reported she is working on a new press section of the website.

13. CRUNCH TIME CHAIR

Adamson reported we have a new Chair, Bill O'Brian who is a member of our construction team. We will ask the committee to nominate him next month.

14. YARD SALE

Benjamin reported there will be a sign-up genius created to ask for volunteers. This will allow us to send it out in the email blast, newsletter and post on social. It will most likely go out about 3-4 weeks prior to the sale.

15. TENT BANNER REPORT

Dunlap-Absent; Adamson reported via email information sent.

16. MISCELLANEOUS FUNDRAISER REPORT

Fielding reported we received \$1,250 from volunteers for the Pasadena Showcase house who worked shifts under our organization. She thanked Sharron Mitchell for organizing that.

17. SOCIAL MEDIA REPORT

No report- absent.

18. GOLF TOURNAMENT REPORT

No report- absent.

19. OTHER COMMITTEE COMMUNICATIONS AND INFORMATION

Donnelly shared that he had a current building rendering design for anyone who would like to see, he also shared that committee would be drawing out the plans on site sometime later this month.

COMMUNICATIONS

20. CITY STAFF LIAISON COMMUNICATIONS

Snyder asked that all committee members email her with current emails and phone numbers so she can complete a Committee roster.

21. COMMITTEE CHAIR COMMUNICATION

None.

ADJOURNMENT

There being no further matters, Chair Adamson adjourned the meeting of the SPTOR Committee at 7:53 p.m.

Respectfully submitted:



Courtney Quinn, Secretary

Approved:



John Adamson, President

ATTEST:



Melissa Snyder, Community Services Director