



**REGULAR MEETING
NORTHWEST COMMISSION
Tuesday, April 13, 2021
6:30 P.M.**

MEMBERS

Alfred L. Carr, Chair, District 1
Allen Shay, Vice-Chair, District 4
Beverly Sims, District 1
Monique Preyer, District 2
Christina Budai, District 3
Michael Anthony Cullins, District 3
Pat Amsbry, District 5
Cindy Schnuelle, District 5
Ryan Bell, District 6
Kimberly Douglas, District 7
Vacant, Mayor

STAFF

Lola Osborne, Deputy Director
Tamer Sabha, Recording Secretary

Northwest Commission meetings are held on the 2nd Tuesday of each month.

Agendas and related documents are available for public review on the City website at:
<https://www.cityofpasadena.net/commissions/northwest-commission>

To request meeting materials in alternative formats or other disability-related modifications or accommodations necessary to facilitate meeting participation, please contact the Parks, Recreation and Community Services Department as soon as possible at (626) 744-7295 or tsabha@cityofpasadena.net. Providing at least 72-hour advance notice will help ensure availability.

Language translation services may also be requested with 72-hour advance notice by calling (626) 744-7295 or tsabha@cityofpasadena.net. Habrá servicio de interpretación disponible para éstas juntas llamando (626) 744-7295.

PUBLIC PARTICIPATION

PURSUANT TO EXECUTIVE ORDER N-29-20 ISSUED BY GOVERNOR GAVIN NEWSOM ON MARCH 17, 2020, THE FOLLOWING MEETING WILL TAKE PLACE **SOLELY BY TELECONFERENCE/VIDEOCONFERENCE**.

MEMBERS OF THE PUBLIC MAY PARTICIPATE ELECTRONICALLY IN THE OPEN SESSION PORTION OF THE MEETING.

ACCESS TO THE MEETING IS AS FOLLOWS:

Video Conference: <https://us02web.zoom.us/j/82509500492>

OR

Phone: 1 (669) 900-6833 - Webinar ID: 825 0950 0492

PUBLIC COMMENT INSTRUCTIONS

If you wish to provide comments, you may do so as follows:

1. ADVANCE CORRESPONDENCE, TO BECOME PART OF THE RECORD:

Submit public comment of any length to tsabha@cityofpasadena.net prior to the meeting day. Please be aware that, while these comments will be provided to the members of the body and will become part of the meeting record, they will not be read aloud.

2. COMMENTS TO BE READ ALOUD AT THE MEETING:

Submit public comment of up to 200 words regarding items on the agenda to: <https://www.cityofpasadena.net/commissions/public-comment/>. The body reserves the right to summarize comments if necessary for the orderly and timely flow of the meeting. All comments in their entirety will become part of the meeting record.

If you need a reasonable modification or accommodation pursuant to the Americans with Disabilities Act because you are unable to participate electronically as set forth above, please contact the Parks, Recreation and Community Services Department as soon as possible at (626) 744-7295 or tsabha@cityofpasadena.net.



**AGENDA
REGULAR MEETING
NORTHWEST COMMISSION
Tuesday, April 13, 2021
6:30 P.M.**

- 1. CALL TO ORDER; ROLL CALL**
- 2. WELCOME**
 - WELCOME TO NEW COMMISSIONERS MONIQUE PREYER (DISTRICT 2) AND PAT AMSBRY (DISTRICT 5)
- 3. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA (PLEASE FOLLOW PUBLIC COMMENT INSTRUCTIONS)**
- 4. APPROVAL OF MINUTES**
 - MARCH 9, 2021*
- 5. UPDATE FROM LT. MARCIA TAGLIORETTI (PASADENA POLICE DEPARTMENT)**
- 6. NEW BUSINESS**
 - INFORMATION ITEMS**
 - PRESENTATION ON THE NORTH LAKE AVENUE SPECIFIC PLAN – (STAFF, ANITA CERNA, SENIOR PLANNER)*
 - PRESENTATION ON THE FAIR OAKS/ORANGE GROVE SPECIFIC PLAN – (STAFF, ANITA CERNA, SENIOR PLANNER)*
 - UPDATE ON THE PUBLIC PARTICIPATION PROCESS FOR THE HOUSING ELEMENT – (STAFF, DAVID SANCHEZ, ZONING ADMINISTRATOR) AND (STAFF, ARLENE GRANADOSIN-JONES, PLANNER)*
 - ACTION ITEM**
 - PROPOSED CHANGE FOR THE NORTHWEST COMMISSION REGULAR MEETING START TIME – CHAIR CARR
- 7. OLD BUSINESS**
 - ACTION ITEM**
 - UPDATE OF STRATEGIC PLAN FOR FY 2020-2021*
- 8. COMMENTS AND UPDATES**
 - STAFF COMMENTS
 - COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS

9. SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETINGS

10. ADJOURNMENT

*Attachment

POSTING STATEMENT: I HEREBY CERTIFY that this Agenda, in its entirety was posted on the City Council Chamber Bulletin Board S249, and the bulletin board in the rotunda area at City Hall, 100 North Garfield Avenue on or before the 8th day of April 2021, by 5:30 p.m. The agenda may be viewed at the City's website at: www.cityofpasadena.net/commissions/northwest-commission



Alfred L. Carr, Chair
Northwest Commission



Lola Osborne, Deputy Director
Parks, Recreation and Community Services Department

DRAFT MINUTES



**CITY OF PASADENA
NORTHWEST COMMISSION
SPECIAL MEETING
Tuesday, March 9, 2021
6:30 P.M.**

COMMISSIONERS PRESENT: Ryan Bell, Alfred Carr, Michael Anthony Cullins*, Kimberly Douglas, Cindy Schnuelle, Allen Shay, Beverly Sims

*Due to technical difficulties, Commissioner Cullins left the meeting at 6:54pm, rejoined at 6:59pm, and exited from the meeting at 8:00pm.

COMMISSIONERS ABSENT: Christina Budai (excused)

STAFF PRESENT: Lola Osborne, Tamer Sabha

1. CALL TO ORDER; ROLL CALL

Chair Carr called the meeting to order at 6:31 PM. Staff (Sabha) called the roll and a quorum was established for the Commission.

2. APPROVAL OF MINUTES

After review, it was moved (Shay) and seconded (Douglas) to approve the minutes of the February 9, 2021 meeting. (Motion unanimously carried)

COMMISSIONER	IN FAVOR
Carr	X
Shay	X
Sims	X
Cullins	X
Schnuelle	X
Bell	X
Douglas	X

3. UPDATE FROM LT. MARCIA TAGLIORETTI (PASADENA POLICE DEPARTMENT)

Lt. Taglioretti presented the Statistical Report on incidents and traffic collision information for February 2021. Questions from the Commission followed.

4. NEW BUSINESS

- RECOMMEND APPROVAL OF THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) NON-PUBLIC SERVICE PY 21-22 CITY SET-ASIDE PROJECTS – (STAFF, RANDY MABSON, PROGRAM COORDINATOR)
After discussion, it was moved (Shay) and seconded (Schnuelle) to accept the staff ranking and funding recommendation for the Community Development Block Grant

(CDBG) City Set-Aside Projects for Program Year 2021-2022. (Motion unanimously carried)

Staff Recommendation:

Ranking #1 – Housing Department, Pasadena Single Family Residential Rehabilitation (PSFRR) – \$350,000

Ranking #2 – Department of Information Technology, Public Security Enhancements for Villa Parke – \$107,923

Ranking #3 – Department of Public Works, Sidewalk Improvements - Northwest Pasadena – \$500,000

Ranking #4 – Department of Public Works, Robinson Park Recreation Center Pool & Pool Building Renovation – \$1,000,000

COMMISSIONER	IN FAVOR
Carr	X
Shay	X
Sims	X
Schnuelle	X
Bell	X
Douglas	X

- RECOMMEND SUPPORT OF THE RECOMMENDED FISCAL YEAR 2022-2026 CAPITAL IMPROVEMENT PROGRAM (CIP) BUDGET – (STAFF, KRIS MARKARIAN, CITY ENGINEER)
After discussion, it was moved (Carr) and seconded (Schnuelle) for the Northwest Commission to recommend support of the recommended fiscal year 2022-2026 Capital Improvement Program (CIP) budget. (Motion unanimously carried)

COMMISSIONER	IN FAVOR
Carr	X
Shay	X
Sims	X
Cullins	X
Schnuelle	X
Bell	X
Douglas	X

The motion was modified to support the recommendation rather than approve the recommended FY 2022-2026 CIP budget. The fiscal year was also updated in the motion.

Jill Shook, representing the North Fair Oaks Empowerment Initiative, submitted a public comment thanking the Commission for their support of the group's vision for North Fair Oaks Avenue.

5. OLD BUSINESS

- **REVIEW OF THE NORTHWEST COMMISSION SURVEY TEMPLATE**
The Commission discussed the template for the Northwest Commission survey. Chair Carr requested the Outreach ad hoc committee review the survey template and provide an updated recommendation at the next Commission meeting in April.
- **UPDATE OF STRATEGIC PLAN FOR FY 2020-2021**
After discussion, it was moved (Schnuelle) and seconded (Sims) to accept the strategic plan updates as discussed. (Motion unanimously carried)

COMMISSIONER	IN FAVOR
Carr	x
Shay	x
Sims	x
Schnuelle	x
Bell	x
Douglas	x

6. COMMENTS AND UPDATES

- **STAFF COMMENTS**
Staff (Osborne) provided the following comments:
 - Asked Commissioners if they had questions or comments about work plans from other Commissions under the Parks, Recreation and Community Services Department;
 - Two people were appointed to serve on the Northwest Commission at the City Council meeting on Monday, March 8;
 - Staff will be sending a copy of the March 2021 Parks, Recreation and Community Services Department e-newsletter; and
 - The Northwest Commission meeting in April will include presentations about the North Lake Avenue Specific Plan and the Fair Oaks/Orange Grove Specific Plan.
- **COMMENTS AND ANNOUNCEMENTS FROM COMMISSIONERS**
Commissioner Bell asked if Pasadena Water and Power will be doing any kind of COVID-19 rate forgiveness for low income community members who are struggling with their utility bills. Staff (Osborne) will follow-up with the Department of Water and Power and provide information at the next meeting.

7. SUGGESTED AGENDA ITEMS FOR FUTURE COMMISSION MEETING

- Discussion of modifying the Northwest Commission meeting start time

8. ADJOURNMENT

It was moved (Bell) and seconded (Sims) to adjourn the special meeting. (Motion unanimously carried) The meeting was adjourned at 8:48 PM.



MEMORANDUM

DATE: APRIL 13, 2021

TO: NORTHWEST COMMISSION

FROM: *DR* DAVID M. REYES, DIRECTOR OF PLANNING & COMMUNITY DEVELOPMENT

SUBJECT: SPECIFIC PLAN UPDATE PROGRAM – DRAFT OF THE FAIR OAKS/ORANGE GROVE AND NORTH LAKE SPECIFIC PLANS VISION AND DEVELOPMENT STANDARDS

This memo is intended to provide background information on the Specific Plan Update Program and overall process. Program team will present draft vision and development standards on the Fair Oaks/Orange Grove Specific Plan and North Lake Specific Plan to the Northwest Commission to solicit feedback during the third round of the community engagement process. Feedback received will help inform the preparation of proposed plans that will be presented to Planning Commission for their review and recommendation to City Council.

BACKGROUND:

In 2015, the City adopted a comprehensive update to the Land Use Element of the General Plan. The 2015 Land Use Element reaffirmed prior core values, including focusing new housing and employment opportunities with a mix of uses and amenities within Pasadena's Specific Plans and former redevelopment areas. The Land Use Element continues to promote a pedestrian-friendly built environment that contributes to distinct and quality places for living, working, shopping entertainment, and recreation within its Specific Plan areas. The Land Use Element identifies a list of tools in order to implement goals and policies of the General Plan. Specifically, it identifies a program, which requires the City to update its Specific Plans and applicable Zoning Code sections as a key action item to ensure consistency with the updated Land Use Element and to further the goals of the General Plan.

In 2018, the City initiated a program to update Pasadena's Specific Plans. The program's primary objective is to update existing development and design standards and guidelines within Pasadena's eight Specific Plan areas in order to implement a number of goals within the General Plan. Specifically on urban design, the new Specific Plans aim to achieve the following goals: (1) a built environment that evolves while maintaining Pasadena's unique sense of place, character, and the urban fabric, (2) encourage an architecturally distinguished city with a diversity of building styles, (3) further contribute to a safe, well-designed, accessible city with a diversity of uses and forms that are walkable, cohesive, and unique, and (4) new development that contributes to pedestrian vitality and facilitates bicycle use within Specific Plan areas.

Engagement Synopsis:

Since the launch of the program, a growing number of community members have engaged in the process by viewing the program website, OurPasadena.org, signing up for email updates, following Our Pasadena on [social media](#), participating in a pop-up event or youth activity, attending a plan-area workshop, and/or participating in a virtual open house.

Community-Wide Open House:

In March 2018, the Planning Department hosted a series of educational community-wide open houses to introduce the program and solicit broad input on community values and concerns for each of the Specific Plan areas.

Round 1 Specific Plan Area Workshops:

In May through July of 2018, the Planning Department held the first round of Specific Plan Area workshops to solicit input on plan vision, desired land uses, and urban form for each of the areas. The Round 1 workshop for the Fair Oaks/Orange Grove Specific Plan was held on July 12, 2018, and the Round 1 workshop for the North Lake Specific Plan was held on June 21, 2018.

Round 2 Specific Plan Area Workshops:

In January through July of 2019, the Planning Department held the second round of Specific Plan Area workshops to solicit input on preliminary land use concepts based on input received during the first round of workshops for each of the plan areas. The Round 2 workshop for the Fair Oaks/Orange Grove Specific Plan was held on April 11, 2019 and Round 2 workshop for the North Lake Specific Plan was held on May 30, 2019.

Walking Tours:

In October 2018 through February 2019, the Planning Department co-hosted several walking tours with the Council Offices to solicit input on the pedestrian experience of each the plan areas. The Walking Tour for the Fair Oaks/Orange Grove Specific Plan was held on July 20, 2019 and the Walking Tour for the North Lake Specific Plan was held on April 6, 2019.

Pop-Up Events:

In addition, the Planning Department held three pop-up events (at ArtCenter South Campus, Pasadena City College, and Playhouse Block Party) to solicit general input on desired uses and improvements in the relevant Specific Plan areas.

Youth Engagement:

The Planning Department has also engaged youth primarily by partnering with existing community youth programs and by reaching out to schools, including City of Pasadena

Youth Ambassador Program, Adelante Youth Alliance, and John Muir High School. In addition, on October 19, 2019, the Planning Department hosted a Student Summit at Jackie Robinson Community Center in order to generate excitement for the Our Pasadena program and encourage youth to share their unique perspective on what will make Pasadena a better place now and in the future.

Round 3 Virtual Specific Plan Open Houses, Webinars, and Commission Discussions:

In an effort to slow the spread of COVID-19 while continuing to engage the community, the Planning Department hosted the last round of community workshops virtually in an open house format with a live webinar to solicit input on draft development standards for each of the Specific Plans. The following is a schedule of Round 3.

	East Colorado	Lincoln Ave	Fair Oaks/Orange Grove	North Lake	South Fair Oaks	Central District	East Pasadena	Lamanda Park
Open House	7/16/20	8/20/20	9/24/20	10/8/20	10/29/20	11/19/20	12/3/20	12/17/20
Webinar	8/13/20	8/24/20	10/8/20	10/15/20	11/5/20	12/2/20	12/10/20	1/14/21
Northwest Commission	-	11/10/20	4/13/21	4/13/21	-	-	-	-

During this phase of the community engagement process, the program team will present drafts of the Fair Oaks/Orange Grove and North Lake Specific Plan areas to the Northwest Commission for feedback, starting with Fair Oaks/Orange Grove in April. Please review the virtual open house on the Fair Oaks/Orange Grove and North Lake Specific Plans to prepare to provide feedback on the draft standards at:

- <https://ourpasadena.consultation.ai/fairoaksorangegrove/>
- <https://ourpasadena.consultation.ai/northlake/>



The City of Pasadena is excited to launch the update of the 2021-2029 Housing Element. Please join us for a virtual community workshop to learn about the contents of the Housing Element, new state requirements, and to share your ideas about housing challenges and ways to address a variety of housing needs. For this first series, the City is holding two workshops, one in English and one in Spanish. This is the first of several community engagement opportunities that will be held on the Housing Element Update. We hope you can join us!

VIRTUAL COMMUNITY WORKSHOP

When: Thursday, April 15 (ENGLISH), 6:00pm-8:00pm

Access Via Zoom: <https://zoom.us/j/96754116456>

Meeting ID: 967 5411 6456

When: Thursday, April 22 (SPANISH), 6:00pm-8:00pm

Access Via Zoom: <https://zoom.us/j/93346923423>

Meeting ID: 933 4692 3423

You can also access the webinar via phone:

+1 669 900 6833 US (San Jose)

+1 346 248 7799 US (Houston)

+1 253 215 8782 US (Tacoma)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 646 876 9923 US (New York)

For more information:



La Ciudad de Pasadena se complace en anunciar el inicio de la actualización del Componente de Vivienda 2021-2029.

Participe con nosotros en un taller comunitario virtual para conocer el contenido del Componente de Vivienda, los nuevos requerimientos estatales y compartir sus ideas sobre los desafíos con respecto a la vivienda y las formas de abordar una variedad de necesidades de vivienda. Para esta primera serie, la Ciudad está llevando a cabo dos talleres, uno en inglés y otro en español. Esta es la primera de varias oportunidades de participación comunitaria que se llevarán a cabo en el proceso de la Actualización del Componente de Vivienda. ¡Esperamos que pueda acompañarnos!

TALLER COMUNITARIO VIRTUAL

¿Cuándo?: jueves 15 de abril (INGLÉS), de 6:00 p.m. a 8:00 p.m.

Acceso a través de Zoom: <https://zoom.us/j/96754116456>

ID de la reunión: 967 5411 6456

¿Cuándo?: jueves 22 de abril (ESPAÑOL), de 6:00 p.m. a 8:00 p.m.

Acceso a través de Zoom: <https://zoom.us/j/93346923423>

ID de la reunión: 933 4692 3423

También puede acceder al seminario web por teléfono:

- +1 669 900 6833 US (San Jose)
- +1 346 248 7799 US (Houston)
- +1 253 215 8782 US (Tacoma)
- +1 301 715 8592 US (Washington DC)
- +1 312 626 6799 US (Chicago)
- +1 646 876 9923 US (New York)

Para obtener más información:

**CITY OF PASADENA NORTHWEST COMMISSION
STRATEGIC PLAN 08/01/20 – 06/30/21**

CITY OF PASADENA MISSION:

The City of Pasadena is dedicated to delivering exemplary municipal services, responsive to our entire community, and consistent with our history, culture and unique character.

NORTHWEST COMMISSION ROLES AND PURPOSES:

1. Serve as a monitoring body for the Northwest community.
2. Work with the City Manager and staff on updating and revising the Northwest Strategic Plan.
3. Provide ongoing oversight on the implementation of the plan.
4. Provide periodic advice to the City Council on Northwest issues.
5. Work with the City Manager and staff to promote economic development activities in Northwest Pasadena.
6. Provide periodic advice to the Council on economic development activities in Northwest Pasadena.
7. Present an annual review of the implementation of the plan's projects and programs to the City Council and the community
8. Recommend policies, procedures, programs and legislation to promote and ensure communication, civic involvement, social and cultural environments to the Northwest residents of Pasadena.
9. Consult and cooperate with other public agencies and commissions on matters relevant to the Commission.

OBJECTIVES/STRATEGIES:

1.	<p>ADVOCACY</p> <p>Schnuelle (Lead), Douglas, Shay, Bell</p> <p>Objective: Advocacy and recommendations via presentations to the City Council, city departments and Commissions, and others in the following areas:</p> <p>Action Items:</p> <ul style="list-style-type: none">• CIP – Recommend implementation of the capital improvement projects.• CDBG Funding for City Set Aside Projects• HWPAC – Advocate for the Hahamongna Watershed Park Advisory Committee:<ul style="list-style-type: none">○ Educational Center CIP Item○ Habitat Enhancement Plan○ One seat on the committee• Public Safety – Review Police Oversight Commission and make recommendations to the City Council. Lead: Bell
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Work Plan Updates:**August 2020:**

- The Commission approved the Strategic Plan for FY 2020-2021.
- Commissioner Schnuelle updated the Commission that HWPAC:
 - Met last month and elected officers for FY 2020-2021;
 - Received an update from Los Angeles County Department of Public Works on the Devil's Gate Sediment Removal Project; and
 - Received information from Tim Brick (Managing Director, Arroyo Seco Foundation).

September 2020:

- The Commission requested information about the CIP process and project calendar.
- The Commission recommended approval of the concept design for the Washington Park Community House and Restroom Project.

October 2020:

- The Commission voted to accept the 2021-2022 CIP list of recommendations.

November 2020:

- The Advocacy ad hoc committee met to review comments from by Public Works personnel regarding request of status reports for past CIP submittals.
- Commissioner Schnuelle will draft a calendar list of expected project dates.

December 2020:

- The CIP ad hoc committee submitted the 2021-2022 list of recommendations.
- The HWPAC did not meet in December 2020, but will meet in January 2021.
- Commissioner Schnuelle will meet with city staff on Wednesday, December 9 to discuss the annex portion in the Hahamongna (educational center, habitat enhancement plan).
- The Commission voted to approve a statement and attachment to submit to the City Council regarding the composition of the Police Oversight Commission, with modifications.

January 2021:

- The Commission approved an amended letter regarding the composition of the Police Oversight Commission to include a footnote that references Pasadena Organizing for Progress' (POP) criteria.
- The CIP ad hoc committee will meet with Public Works staff in February to go over CIP project requests and receive updates about past CIP submittals.
- Staff (Osborne) requested Public Works staff provide an updated calendar, including the date for CIP ad hoc committee meeting with staff.
- Staffing for the HWPAC was moved from the Public Works Department to the Parks, Recreation and Community Services Department.

	<ul style="list-style-type: none"> • The HWPAC meeting in January was cancelled, and the next meeting is scheduled for March 2021. <p>February 2021:</p> <ul style="list-style-type: none"> • A virtual meeting with the Capital Improvement Program (CIP) ad hoc committee and Public Works staff is scheduled for Thursday, February 25 to discuss CIP project requests and to receive updates about the 2020-2021 CIP projects. • The Commission received a letter from the North Fair Oaks Empowerment Initiative with their recommendations for CIP projects. • The Housing Department presented an update on CDBG City set-aside projects for 2020-2021. <p>March 2021:</p> <ul style="list-style-type: none"> • The Commission received a presentation regarding the fiscal year 2022-2026 Capital Improvement Program (CIP) budget and recommended support of the CIP FY 2022-2026 budget. • The Commission received a presentation from the Housing Department and recommended approval of the staff ranking recommendations for the Community Development Block Grant (CDBG) City Set-Aside projects for program year 2021-2022. • Commissioner Schnuelle virtually attended the Design Commission meeting on Tuesday, March 9, to listen to the presentation regarding Heritage Square South and provided an update on the project to the Commission. • Vice-Chair Shay shared that he received phone calls from Northwest Pasadena residents asking the following: <ul style="list-style-type: none"> ○ What is the Commission is doing to advocate for more accountability and a receiving enough response from the City on local issues? ○ What is the Commission doing to advocate in relation to the Youth Master Plan? <p>Chair Carr requested that the Advocacy ad hoc committee provide a response to the questions above and present at the next Commission meeting.</p> <p>Staff (Osborne) recommended that Commissioners read the Youth Master Plan to determine their areas of authority.</p> <ul style="list-style-type: none"> • Staff (Osborne) recommended that the Commissioners review the work plans of other PRCS Commissions to see if there is a collaboration that could take place between the Northwest Commission and other PRCS Commissions.
<p>2. OUTREACH</p>	<p>Bell (Lead), Douglas, Budai, Cullins</p> <p>Objective: Engage in community outreach to identify needs, share information and promote progress on areas of interest.</p>

Action Items:

- Community Meetings/Events:
 - Attend and present at Council District Meetings, Pasadena Neighborhood Network. (Commissioner Schnuelle)
 - NWC Survey – review NWC Survey
 - NWC Newsletter (Commissioner Bell)
 - Informational Presentations – Monitor and assess issues of importance from presentations from:
 - Police Department
 - Housing Department
 - Public Health Department
 - Research neighborhood associations currently active in the Northwest. (Commissioners Douglas, Budai, Cullins)
-

Work Plan Updates:

August 2020:

- The Commission approved the Strategic Plan for FY 2020-2021.
- Commissioner Boykin attended Councilmember Kennedy's virtual town hall meeting to discuss the Community Police Oversight Commission with Police Chief John Perez and City Manager Steve Mermell.
- Commissioners Schnuelle and Douglas reviewed and updated the Northwest Commission survey and requested that staff translate the survey into Spanish.

September 2020:

- Lt. Taglioretti (Pasadena Police) presented the Statistical Report on incidents and traffic collision information for August 2020.
- The Commission requested race and gender information of officers and persons involved during police traffic stops, as well as information of additional incidents related to COVID-19.
- The Commission requested information about the cost associated with a Survey Monkey account in an effort to send the Northwest Commission survey through email.

October 2020:

- Lt. Taglioretti (Pasadena Police) presented the Statistical Report on incidents and traffic collision information for September 2020.
- The Commission received a presentation from the Housing Department about updates with the Heritage Square South project for homeless seniors located at 768 North Fair Oaks Avenue.
- Commissioners Budai and Douglas have been working on an updated list of neighborhood associations and have contacted over 50% of the associations.

- Commissioner Bell provided an update to the Northwest Commission newsletter and suggested using Mailchimp to create it.

November 2020:

- Lt. Taglioretti (Pasadena Police) presented the Statistical Report on incidents and traffic collision information for October 2020.
- The Outreach ad hoc committee will meet on Saturday, November 14 to discuss Commissioner Douglas' experience with the Northwest Commission newsletter.
- Commissioner Budai shared that the review and update to the list of Northwest Pasadena neighborhood associations and community organizations is almost completed. There are currently 25 groups active and 8 that are not active.

December 2020:

- Lt. Taglioretti (Pasadena Police) presented the Statistical Report on incidents and traffic collisions for November 2020.
- The Outreach ad hoc committee met to discuss the Northwest Commission newsletter, with a plan to release the first issue in January 2021.
- Commissioner Budai is contacting neighborhood associations to confirm if they are active and interested being added to the Northwest Commission newsletter distribution list, and is also drafting a list of other groups (non-profits, advocacy groups, etc.) to add to a master list of contacts.

January 2021:

- Commissioner Bell received seven biographies and five photographs from Commissioners to be included in the Northwest Commission newsletter.
- Staff (Osborne) clarified that the Commission can vote on bullet points of what will be included in the newsletter, and staff will review the content before it is published.
- Commissioner Budai shared that the updated email list of neighborhood associations is almost completed, and is working to add other groups to the list.
- Lt. Taglioretti (Pasadena Police) presented the Statistical Report on incidents and traffic collisions for December 2020, and shared a report of all incidents that have taken place at Villa Parke from 2019-2020.

February 2021:

- Commissioner Cullins volunteered to join the Outreach ad hoc committee and assist in researching neighborhood associations that are active in Northwest Pasadena.
- Commissioner Budai completed updating the list of neighborhood associations in the Northwest and the list will be used to distribute the Northwest Commission newsletters and for other outreach efforts.
- Lt. Taglioretti (Pasadena Police) presented the Statistical Report on incidents and traffic collision information for January 2021.

March 2021:

- Chair Carr requested the Outreach ad hoc committee review the Northwest Commission survey template and provide an update at the next meeting.

	<ul style="list-style-type: none"> • Lt. Taglioretti (Pasadena Police) presented the Statistical Report on incidents and traffic collision information for February 2021.
<p>3. ECONOMIC DEVELOPMENT</p>	<p>Carr (Lead), Schnuelle, Sims, Shay</p> <p>Objective: Work with city staff and Councilmembers to support economic development activities in the Northwest.</p> <p>Action Items:</p> <ul style="list-style-type: none"> • Engage and promote new businesses in the Northwest: <ul style="list-style-type: none"> ○ Staff notifies NWC of new businesses in the Northwest. ○ Commissioners make personal contact with business owners/representatives to learn about the business and introduce them to the role of the NWC. ○ New businesses will be highlighted in the NWC newsletter. <hr/> <p>Work Plan Updates:</p> <p>August 2020: The Commission approved the Strategic Plan for FY 2020-2021.</p> <p>September 2020: The Commission received an informational presentation from Jennifer Daw (Principal Development Lead, West Region Development & Construction) about the proposed Chick-Fil-A restaurant at 790 North Lake Avenue. The Commission provided comments.</p> <p>October 2020: Staff (Osborne) reported that no new businesses were included in the September 2020 monthly report for Northwest. Staff (Osborne) reported about the façade rehabilitation for a mini-retail center at 823 North Lake Avenue.</p> <p>November 2020:</p> <ul style="list-style-type: none"> • Chair Carr informed the Commission that no new businesses have opened in Northwest Pasadena this month. • Chair Carr virtually attended the EdTech Committee meeting on Tuesday, October 20 and suggested that the Economic Development ad hoc committee research and recognize local businesses that have stayed open during COVID-19. • Staff (Osborne) recommended approaching local businesses in Northwest Pasadena who meet the criteria for the Business Legacy Recognition Program and provide the application for them. <p>December 2020:</p> <ul style="list-style-type: none"> • Chair Carr shared information about the Pasadena Fire Department career training program at Pasadena High School, and will request also implementing the program at John Muir High School.

- Staff (Osborne) shared a list of legacy businesses in Northwest Pasadena that have been operating for 40+ years.

January 2021:

- Chair Carr contacted Councilmember Hampton about the Pasadena Fire Department career training program at Pasadena High School and was told that they will try to implement the program at John Muir High School when in person classes resume in 2021.
- Chair Carr and Commissioner Bell discussed interviewing Luke Walker (Luke Walker's Barber and Beauty) as a special interest story in the newsletter, and to highlight a legacy business in Northwest Pasadena.
- Chair Carr volunteered to contact Home State, a new restaurant opening in Northwest Pasadena to offer the Commission's assistance.

February 2021:

- Chair Carr contacted two new businesses in Northwest Pasadena (Bed Bath & Barks, and Kibela Thrift Boutik) to share information about the Northwest Commission's purpose and function.
- Several Commissioners attended a virtual presentation from Summerhill Apartment Communities, who are developing the site at Villa St/Los Robles Ave to learn about the proposed residential project.
- The Economic Development ad hoc committee is drafting a letter to share the concerns of residents living in the area near Villa St/Los Robles Ave.
 - Concerns: Where are residents going to shop? What types of businesses will be in the area? Will there be affordable housing?

March 2021:

- Chair Carr virtually attended a meeting of the North Fair Oaks Empowerment Initiative on Monday, February 1 to discuss their vision for North Fair Oaks Avenue (Washington Blvd to Montana St).
- Chair Carr virtually attended the EdTech Committee meeting on Thursday, February 25, which included discussions about the Business Legacy Program, Pasadena Local Preference and Priority System Guidelines, the Micro Grant Program, and shared the potential economic impact of these programs for Northwest.
- Chair Carr sent two emails and eight letters to local businesses to share information about the Business Legacy Program:
 - Emails: Luke Walker's Barber Shop, Woods Valentine Funeral Home
 - Letters: EF Lyons Real Estate, Berry & Sweeney Pharmacy, West Coast Commercial Inc., Johnny's Sport Shop, Pasadena Fish Market Fresh Fish, F&M Business Center