



**Regular Meeting
Northwest Commission
Tuesday, September 14, 2021
6:30 P.M.**

Members

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

Staff

Lola Osborne, Deputy Director
Tamer Sabha, Recording Secretary

Meeting Information

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:
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 at (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/89679190830>

OR

Phone: 1 (669) 900-6833 – Webinar ID: 896 7919 0830

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: 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, September 14, 2021
6:30 P.M.

1. **Call to order**
2. **Roll call**
3. **Public comments**
4. **Approval of minutes**
 - August 10, 2021*
5. **Update from Pasadena Police Department – Lt. Marcia Taglioretti**
6. **New business**
 - Information items**
 - Presentation on Redistricting Process update – Mark Jomsky (City Clerk, Office of the City Clerk)
 - Presentation on economic opportunities in Northwest commercial corridors – Dave Klug (Redevelopment Manager, Economic Development Division)
7. **Old business**
 - Action item**
 - Commission strategic plan updates and discussion*
8. **Reports/comments from the Chair**
9. **Comments from Commissioners**
10. **Staff comments**
11. **Upcoming meeting agenda items**
12. **Adjournment**

*Attachments

Posting statement: I hereby certify that this Agenda, in its entirety was posted on the City Council Chamber Board S249, and the bulletin board in the rotunda area at City Hall, 100 North Garfield Avenue on or before the 9th day of September 2021, by 5:30 p.m. The agenda may be viewed at the City's website at www.cityofpasadena.net/commissions/northwest-commission.



Kimberly Douglas, Chair
Northwest Commission



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



Draft Minutes

**Regular Meeting
Northwest Commission
Tuesday, August 10, 2021
6:30 P.M.**

Commissioners Present: Pat Amsbry, Julieta Aragon, Ryan Bell, Alfred Carr (joined at 6:35 PM), Michael Anthony Cullins, Cindy Schnuelle, Allen Shay

Commissioners Absent: Kimberly Douglas (excused), Monique Preyer (unexcused), Beverly Sims (excused)

Staff Present: Lola Osborne, Tamer Sabha

1. Call to Order

Vice-Chair Schnuelle called the meeting to order at 6:33 PM.

2. Roll Call

Staff (Sabha) called the roll and a quorum was established for the Commission.

3. Public Comments

None

4. Approval of Minutes

After review, it was moved (Amsbry) and seconded (Cullins) to approve the Minutes of the July 13, 2021 meeting. (Motion unanimously carried)

In Favor: Schnuelle, Aragon, Cullins, Shay, Amsbry, Bell

Abstain: Carr

5. Update from Pasadena Police Department – Lt. Marcia Taglioretti

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

6. New Business

- **Heritage Square South Project update at 710 North Fair Oaks Avenue – Jim Wong (Senior Project Manager, Housing Department)**

The Commission received an update on the Heritage Square South Project. Questions from the Commission followed.

Presenters:

Jim Wong – Housing Department

Anna Slaby – BRIDGE Housing
Rose Cuyno – BRIDGE Housing

- **Presentation of Chick-fil-A project redesign at 790 North Lake Avenue – Kathy Gatherum Lucker (Partner, Dolphin Group)**

The Commission received a presentation about the Chick-fil-A project redesign at 790 North Lake Avenue. Questions from the Commission followed.

Presenters:

Kathy Lucker – The Dolphin Group

Carlos Arias – Chick-fil-A

Kelsie Wu – 4G Development

Public Comments:

Dr. Laura Medina, a Pasadena resident, submitted a public comment that was read to the Commission sharing her concerns about the proposed Chick-fil-A restaurant.

Liza Billington, a Pasadena resident, submitted a public comment that was read to the Commission sharing her opposition of the proposed Chick-fil-A restaurant.

Gilbert Cadena, a Pasadena resident, submitted a public comment that was read to the Commission sharing his opposition of the proposed Chick-fil-A restaurant.

Regina Gomez, a Pasadena resident, submitted a public comment that was read to the Commission asking that Conditional Use Permit #6807 for the proposed Chick-fil-A restaurant be denied.

7. Old Business

- **Commission work plan updates and discussion**

After discussion, it was moved (Bell) and seconded (Schnuelle) to approve the strategic plan updates as discussed. (Motion unanimously carried)

In Favor: Schnuelle, Carr, Aragon, Cullins, Amsbry, Cell
Absent: Shay

- **Review and update of the Commission Survey**

After discussion, it was moved (Bell) and seconded (Schnuelle) to approve the updated Northwest Commission survey. (Motion unanimously carried)

In Favor: Schnuelle, Carr, Aragon, Cullins, Amsbry, Cell
Absent: Shay

- **Review and update of the Northwest Commission letter to new businesses**
After discussion, it was moved (Schnuelle) and seconded (Amsbry) to approve the updated Northwest Commission letter to new businesses. (Motion unanimously carried)

In Favor: Schnuelle, Carr, Aragon, Cullins, Shay, Amsbry, Bell

8. Reports/Comments from the Chair

None

9. Comments from Commissioners

Commissioner Aragon commented on attending the Walk and Talk event with the Department of Transportation on Saturday, August 7, where the proposed improvements to the North Lake Avenue Traffic and Pedestrian Safety plan were discussed.

Commissioner Shay shared the following comments:

- Commented on the length of presentations that are brought to the Northwest Commission;
- Shared that there will be an event on Sunday, August 15 at the Alkebulan Cultural Center regarding how to restore our community that was effected by the Anthony McClain incident; and
- Asked Staff (Osborne) for clarification about the boundaries of Northwest.

Staff (Osborne) informed the Commission that the proposed Chick-fil-A site is in the Northwest area.

Commissioner Bell commented on previous conversations about the length of the Commission meetings and length of the Chick-fil-A presentation at tonight's meeting

10. Staff Comments

Staff (Osborne) provided the following comments:

- Shared an update from Jim Wong (Housing Department) about the Heritage Square South Project presentation at tonight's meeting, that the City's regulatory agreement will require the project to provide affordable rental housing for a period of 99 years, which exceeds the tax credit 55-year requirement;
- Staff is finalizing the updated Northwest Commissioner binders and will notify the Commission when they are available for pick-up at the Jackie Robinson Community Center beginning on Tuesday, August 17;
- Asked Commissioners to email Staff (Osborne) with their preference for their names for the Commission badges;
- The Fair Oaks Empowerment Group is scheduling a meeting with the public to discuss improvements along Fair Oaks Avenue. Staff will provide an update to the Commission when the meeting date is confirmed;
- Staff will be sending the flyer for all Specific Plans on Wednesday, August 11;

- In person Commission meetings will resume one month after the public is invited to attend City Council meetings in person; and
- Clarified that the Northwest geographical area extends to Mentor Avenue and a color copy of the Northwest Boundary Map was sent to the Commission and is included in Commissioner binders.

11. Upcoming meeting agenda items

- Discussion of the draft Housing Element that references the Northwest
- Presentation from the Citizen Service Center about issues reported in the Northwest

12. Adjournment

It was moved (Amsbry) and seconded (Carr) to adjourn the regular meeting. (Motion unanimously carried) The meeting was adjourned at 9:25 PM.

City of Pasadena Northwest Commission Strategic Plan: 07/01/2021 – 06/30/2022

Mission:

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, and 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.

FY 2021-2022 Objectives:

Objective #1 – Advocacy

Objective #2 – Outreach

Objective #3 – Northwest Commission Newsletter

Objective #4 – Economic Development

Objective #1 – Advocacy

Advocacy via presentations and recommendations to the City Council, City departments and Commissions, and others in the following areas:

Commissioners: Schnuelle (Lead), Douglas, Shay, Amsbry

Action Items:

- CIP – Recommend implementation of Capital Improvement Program projects
 - July-September 2021: Receive input from the community for recommended CIP projects
 - October 2021: Commission votes to recommend 2022-2023 CIP list projects to the Public Works Department
 - November 2021: Submit 2022-2023 CIP list of projects to Public Works
 - March 2021: Public Works tentative presentation date on proposed projects/priorities
- Review Community Development Block Grant (CDBG) Scoring Criteria for City Set-Aside Projects
 - Presentation from Randy Mabson (Housing Department) on the criteria process
- HWPAC – Advocate for the Hahamongna Watershed Park Advisory Committee:
 - Educational Center CIP Item
 - Habitat Enhancement Plan
 - One Arroyo updates
- Public Safety (Lead: Shay)
 - Establish and maintain open communication and review possible collaborations with the Community Police Oversight Commission
 - Attend Community Police Oversight Commission meetings and report back information to the ad hoc committee
- Review redistricting efforts by City staff and make appropriate recommendations to City Council as they relate to the Northwest

Work Plan Updates:

July 2021:

- Vice-Chair Schnuelle shared that the HWPAC met on Tuesday, June 22 and elected officers for FY 2021-2022, and the committee requested a tour in August of the annexed properties in Hahamongna.
- Vice-Chair Schnuelle attended Councilmember Rivas' District 5 office hours at a local business on Saturday, June 26 and shared the topics of discussion with the Commission.

- Staff (Osborne) will be scheduling a presentation for the Commission with Randy Mabson (Housing Department) to discuss the CDBG criteria process.

August 2021:

- The CIP ad hoc committee met on Thursday, July 29 to discuss an action plan to canvas and identify tree and shade deserts, and other possible CIP recommendations.
- Commissioner Amsbry contacted Councilmember Rivas (District 5), who expressed interest in joining the CIP ad hoc committee's walking tour to survey Council District 5 neighborhoods.
- Commissioner Amsbry suggested Commissioners representing Council Districts 1 and 3 contact Councilmembers Hampton (District 1) and Kennedy (District 3) to invite them to participate in the CIP ad hoc committee's walking tour.
- Vice-Chair Schnuelle shared that the HWPAC received an update from the City that the Devil's Gate Reservoir Sediment Removal Project was completed on Tuesday, August 10, one year ahead of schedule.
- Staff (Osborne) will notify the Commission when the Community Police Oversight Commission begins scheduling meetings.

Status:

Objective #2 – Outreach

Engage in community outreach to identify needs, share information and promote progress in areas of interest.

Commissioners: Bell (Lead), Cullins, Amsbry

Action Items:

- Community Meetings/Events:
 - Attend and present at Councilmember district meetings.
 - Attend Pasadena Neighborhood Network meetings (Commissioner Schnuelle)
 - Provide a calendar of upcoming community events and City meetings
- Northwest Commission Survey:
 - Finalize Northwest Commission survey by August 10, 2021
 - Conduct surveys at community events as allowed per City reopening procedures
- Informational Presentations – Monitor and assess issues of importance from the following presentations, but not limited to:
 - Police Department
 - Housing Department, Affordable Housing Task Force
 - Public Health Department presentations on programs impacting the Northwest
- Communicate regularly with active neighborhood associations in the Northwest

Work Plan Updates:

July 2021:

- Vice-Chair Schnuelle and Commissioner Amsbry attended the Pasadena Neighborhood Network meeting on Thursday, July 1, which included a presentation from Darryl Dunn (CEO and General Manager, Rose Bowl Operating Company) about the financial situation of the Rose Bowl.
- The Commission requested staff to translate the Northwest Commission Survey to Spanish to provide an English and Spanish version once updated.
- The Northwest Commission Survey will be reviewed and updated by the Commission at the August meeting.

August 2021:

- The Pasadena Neighborhood Network meeting is scheduled for Thursday, August 12, which will include a presentation from the City Clerk about the redistricting process.
- The Commission voted to approve the updated Northwest Commission survey and plans to distribute it electronically and conduct surveys at outreach events.

- The Commission received information from staff about the approval of the draft Housing Element by the City Council on Monday, August 2.
- Staff will provide the Commission with the section of the draft Housing Element referencing the Northwest.

Status:

Objective #3 – Northwest Commission Newsletter

Produce a quarterly newsletter that highlights the Northwest Commission's activities, new businesses that have opened, and issues confronting our residents.

Commissioners: Amsbry, Preyer, Cullins

Action Items:

- Produce a quarterly newsletter.
- Distribution through City Councilmember email lists and neighborhood associations.

Work Plan Updates:

July 2021:

- The Newsletter ad hoc committee is scheduled to meet the week of July 19 to discuss priorities.

August 2021:

- Commissioner Amsbry shared he has received approval from Councilmember Rivas (District 5) to distribute the Northwest Commission Newsletter and participate in helping to build an email list.
- The Newsletter ad hoc committee will follow-up with Councilmembers from Council Districts 1 and 3 and ask to share the Northwest Commission Newsletter with their mailing lists.
- The Newsletter ad hoc committee will be reaching out to the City's Public Information Officer to have a conversation about social media tools to build their email list.

Status:

Objective #4 – Economic Development

Work with City staff and Councilmembers to support economic development activities in the Northwest.

Commissioners: Carr (Lead), Sims, Shay

Action Items:

- Receive a presentation from Dave Klug (Economic Development Division)
- Engage and promote new businesses in the Northwest:
 - Staff notifies Northwest Commission of new businesses
 - Commissioners make personal contact with business owners/representatives to learn about the business and introduce them to the role of the Northwest Commission
 - New businesses will be highlighted in the Northwest Commission newsletter
- Share resources from the Small Business Development Center (SBDC)
- Update the Northwest businesses webpage with new businesses

Work Plan Updates:

July 2021:

- Chair Douglas shared an update from Commissioner Carr regarding the Home State restaurant, a new business in the Northwest, regarding a meeting he had with the manager to introduce the purpose and function of the Northwest Commission.
- Staff (Osborne) confirmed the presentation from Dave Klug (Economic Development Division) for the Commission meeting in August to discuss Economic opportunities in the Northwest.

August 2021:

- Commissioner Carr updated the letter to new businesses in the Northwest and the Commission voted to approve the updated letter.

Status:

Northwest Commission
Presentation Calendar FY 2021-2022
(updated 09/01/2021)

August 2021:

- Presentation on Chick-fil-A redesign at 790 North Lake Avenue
- Update on Heritage Square South project (Housing Department)

September 2021:

- Dave Klug (Redevelopment Manager, Economic Development Division)
- Discussion regarding the draft Housing Element, Planning and Community Development staff

October 2021:

- Citizen Service Center presentation about issues reported in Northwest Pasadena – Mandy Templeton (311 Call Center Manager, Citizen Service Center)
- Presentation of PY 2020 CDBG accomplishments – Randy Mabson (Program Coordinator, Housing Department)
- Presentation on bus routes in Northwest Pasadena and Metro Micro (Transportation Department)

November 2021:

December 2021:

January 2022:

February 2022:

March 2022:

April 2022:

May 2022:

June 2022: Annual Meeting