



Minutes
Regular Meeting
Northwest Commission
Tuesday, March 8, 2022
6:30 P.M.

Commissioners Present: Pat Amsbry, Julieta Aragon, Alfred Carr, Michael Cullins, Kimberly Douglas, Monique Preyer (joined at 6:35 PM), Cindy Schnuelle, Allen Shay, Beverly Sims

Commissioners Absent: Ryan Bell (excused)

Staff Present: Lola Osborne, Tamer Sabha

1. Call to order

Chair Douglas 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 for items not on the agenda

None

4. Approval of minutes

After review, it was moved (Schnuelle) and seconded (Shay) to approve the Minutes of the February 8, 2022 regular meeting. (Motion carried)

In Favor: Douglas, Schnuelle, Sims, Aragon, Cullins, Shay, Amsbry

Abstain: Carr

Absent: Preyer

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

Lt. Taglioretti presented the Statistical Report on incidents and traffic collision information for March 2022. Questions from the Commission followed.

Chair Douglas asked for clarification if the Year to Date information in the Monthly Statistical Report is based on a calendar year (January-December) or month to month (February 2021 to February 2022).

6. New business

- **Submittal of Public Housing Agency Annual Plan (2022) to the U.S. Department of Housing and Urban Development – Anne Lansing (Housing Assistance Officer)**

The Commission received a presentation from the Housing Department about the Public Housing Agency Annual Plan (2022) and an update on the City's Emergency Rental Assistance Program. Questions from the Commission followed.

- **Review memo from the Department of Transportation about the Metro Micro program and updated bus routes**

The Commission reviewed the memo from the Department of Transportation and will send any questions to Staff (Osborne).

- **Recommend approval of the Public Service PY 2022-2023 Public Service projects – Randy Mabson (Program Coordinator)**

After discussion, it was moved (Schnuelle) and seconded (Carr) to approve the staff ranking and funding recommendations for the Community Development Block Grant PY 2022-2023, Public Service projects. (Motion unanimously carried)

In Favor: Douglas, Schnuelle, Carr, Sims, Preyer, Aragon, Cullins, Shay, Amsbry

Housing Department Staff Recommendations:

Ranking #1 – Housing Department, MASH Residential Rehabilitation (MRR) – \$350,000

Ranking #2 – Public Works Department, ADA Accessible Push Buttons – \$150,000

Ranking #3 – Public Health Department, ADA Public Restroom at PPHD – \$100,000

Ranking #4 – Public Works Department, Sidewalk Improvements – Northwest Pasadena – \$400,000

- **Presentation of recommended FY 2023-2027 CIP budget – Kris Markarian (City Engineer)**

After discussion, it was moved (Amsbry) and seconded (Schnuelle) to support the staff recommendation for the FY 2023-2027 Capital Improvement Program budget, excluding the item for the Hahamongna Watershed Park Disc Golf Improvements for \$100,000. (Motion unanimously carried)

In Favor: Douglas, Schnuelle, Carr, Sims, Preyer, Aragon, Cullins, Shay, Amsbry

7. Old business

- **Commission strategic plan updates and discussion**

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

In Favor: Douglas, Schnuelle, Carr, Sims, Preyer, Aragon, Cullins, Shay, Amsbry

8. Reports/comments from the Chair

Chair Douglas provided the following comments:

- Announced the Housing Element Community Meetings scheduled for March 16 and March 30; and
- Shared information about Pasadenans Organizing for Progress (POP) sponsoring a panel discussion on the ShotSpotter on Wednesday, March 9, beginning at 7:00 PM.

9. Comments from Commissioners

Vice-Chair Schnuelle commented on being invited to the “Made in Dena Business Mixer” for local businesses and professionals on Friday, March 25.

Commissioner Sims thanked staff for uploading the Northwest Commission Community Survey to the Commission’s webpage.

Commissioner Aragon provided the following comments:

- Thanked Chair Douglas for her help and encouraged Commissioners to contact the Chair with any questions; and
- Commented on National Women's Day and thanked all the women serving on the Commission for their contributions.

Commissioner Shay provided the following comments:

- Announced that this will be his last year serving on the Northwest Commission and he is running for City Council District 7 seat; and
- Is extremely proud of his experience serving on the Northwest Commission, and thanked Staff (Osborne) for all her support during his tenure.

10. Staff comments

Staff (Osborne) provided the following comments:

- Shared information about the Housing Element Community Meetings scheduled for March 16 and March 30;
- The Church's Chicken location on Fair Oaks Ave/Orange Grove Blvd is now closed and Staff (Osborne) has received the development plans for the Heritage Square South project to review;
- Staff (Osborne) will contact Housing Director Bill Huang for an update for Heritage Square South; and
- Staff (Osborne) will share a report for new development projects in the Northwest this month.

11. Upcoming meeting agenda items

- Presentation from Code Compliance Division about active code enforcement incidents in the Northwest

12. Adjournment

It was moved (Schnuelle) and seconded (Carr) to adjourn the regular meeting. (Motion unanimously carried) The meeting was adjourned at 8:38 PM.

/s/ Kimberly Douglas

Kimberly Douglas, Chair
Northwest Commission

/s/ Tamer Sabha

Tamer Sabha, Recording Secretary
Parks, Recreation and Community Services Department