



**ACTION MINUTES OF THE SPECIAL MEETING OF THE  
FOURTH OF JULY / FESTIVAL OF BALLOONS COMMITTEE  
OF THE CITY OF SOUTH PASADENA CONVENED  
THIS 25th DAY OF MAY 2016, AT 7:00 P.M.  
SOUTH PASADENA FIRE DEPARTMENT – E.O.C. ROOM  
817 MOUND AVENUE**

- Chairman, Jim Anderson called meeting to order at 7:07pm.

<b>Present</b>	<b>Absent</b>
Jim Anderson	Bill Glazier
Megan Colburn	Joan Shaw
Michael Schlaifer	Ted Shaw
Joe Payne	Bob McClain
Joan Payne	Jane Jackson
Rosemary Whitney	Clare Williams
Marlin Perry	Rob Williams
Marty Smith	Robert Mac Tavish
Lindy Yuen	
Anthony Kim	

- Jim Anderson began the meeting by introducing himself as Chairman and then we went around the table and everyone introduced themselves.
- Motion to approve the minutes from the April 2016 Meeting was made by Joe Payne and Rosemary Whitney. Motion Approved.
- **Public Comment:** None.
- **New Business/Committee Reports:**
- **Finance:** Michael Schlaifer reported that we have \$17,200 in the account which will be sufficient to get us through July 4<sup>th</sup>. We will have to go through the budget with a fine tooth comb to cross items off that we can get away with not having because we will not have the \$10,000 from the city. Deposit for the Pyrotechnics will be about \$10,000. Jim Anderson reported that needs to order new flags for the street and hoping to keep cost down. The storage at Southmark is one such unneeded expense that has been identified. We are going to run it by SPTOR to see if we can



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store some stuff in their sea container in the Arroyo Seco, so we can save \$1,000 a year in storage fees.

- **Parade:** Joe Payne reported that we are starting to get requests in for parade entries. He will be sending out an email to all of last year parade entries. An idea was given at the previous meeting to use Smokey Bear as the Grand but he is not the official mascot for the National parks. Buddy Bison is the official mascot for the National Parks. He is going to see if we can wear a bison outfit.
- **Cars:** Marlin Perry reported that there will be cars! Friday night is the meeting and we will have a better number of how many cars will be there. The more cars the better.
- **Posters:** Joan Payne reported that poster signs went out and will be picked up from the schools soon.
- **Food Booths:** Rosemary Whitney reported that he got a hold of two of the food booth groups but we have not gotten a hold of the Boy Scout troop 139. We will for sure have snow cones and hamburgers and the Chinese American Booth.
- **Fireworks and Stadium:** Marty Smith was able to secure the Citrus College band to play a few sets. Two projection screens will be there so people in the back can see what is going on. Porter potties were reduced since the bathrooms at the High School will be open this year. We are talking about moving a couple porter potties to the library because of complaints of lack of restrooms at the Parade area. We will have surf and turf and Panini's for a couple of food options. He has not heard from the wrestling team yet if they are in charge of the hamburgers and hot dogs. The generator towers were ordered. We need to contact the Drum line at South Pasadena High School and the Holy Family Choir to see if they are interested in performing again.
- **Tickets:** Lindy Yuen reported that tickets are right on schedule and they have sellers and they will be printed and cut. She asked if Joe Payne could help with security to get her to the bank for the money drops.



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- **Publicity:** The entry form for the Parade will be in the South Pasadena Review.
- **Security:** Joe Payne reported that he has the security all taken care of.
- **Comments:**
  - Rosemary Whitney asked Anthony about checking with Public Works about setting up tables and chairs for the food booths and for ticket sales.
  - Our Next Meeting will be on June 22, 2016 at 7:00pm.
- Motion to adjourn Meeting made by Joe Payne and Marty Smith. Motion Approved. Meeting adjourned at 7:49pm.

Approved \_\_\_\_\_

  
CHAIRMAN

Date \_\_\_\_\_

6-22-16