



ALTADENA TOWN COUNCIL

Meeting Minutes

February 20, 2018

Altadena Community Center, 730 East Altadena Drive
Altadena, California 91001

1. CALL TO ORDER 7:09 PM

1.1. Pledge of Allegiance _____ Aidan Jones and Orlando Waters, Alma Fuerte Public School; Anneliese Airitam, Jasmine Alves, and Izel Moran, Altadena Elementary School; and Vanessa Edwards and Finn Oliver, St. Marks Episcopal School
Introduction, Judy Matthews

1.2. Roll Call _____ Recording Secretary, Judy Matthews

- (15) Present: Nestor De La Torre, Okorie Ezieme, Veronica Jones, Victoria Knapp, Jennifer Lee, Billy Malone, Diane Marcussen, Judy Matthews, Justin Robertson, Gloria Sanyika, Patricia Sutherlen, Sylvia Vega, John White, Dr. Reginald Wilkins, and Dorothy Wong
(1) Excused: Dr. Sandra Thomas
(0) Absent/Unexcused

1.3. Approve February 20, 2018 Meeting Agenda _____ Vice Chair, Patricia Sutherlen moves to accept the amended meeting agenda distributed.

Motion: Patricia Sutherlen

Second: Sylvia Vega

Aye: Unanimous

Abstention: None

The motion carries.

2. OFFICERS' REPORTS

2.1. Chairman _____ Okorie Ezieme expresses appreciation to the community for their attendance and input regarding the Christopher Ballew incident. Altadena Town Council has submitted a letter to Pasadena/Altadena officials expressing concerns from the community and ATC's position. The letter (Exhibit A) dated February 10, 2018 is read into record and will be posted at www.altadenatowncouncil.org. Chair Ezieme states that ATC would like to have a community forum with Pasadena Police Department to further address community concerns.

Chair Ezieme announces Debra Halberstadt's appointment by Los Angeles American Red Cross as the Altadena ambassador. Los Angeles Red Cross proclaims March American Red Cross Month, and ATC, in recognition of the importance of volunteering, donating, taking classes, or giving blood, adopts the resolution (Exhibit B).

[Jim Morris presents an overview of the Get Healthy Program. Get Healthy Altadena



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is February 24, 2018, 8:00 AM, at Altadena Senior Center and offers free health screenings for all. The free screenings include ultrasounds to screen the heart, arteries, liver and kidney. Webster and AARP are additional local vendors.]

- 2.2. Vice Chairman _____ Patricia Sutherlen informs the community that the Executive Committee (EC) met on Monday, February 13, 2018, to finalize the ATC meeting agenda. In order to make a public comment, the public may fully complete a comment card and submit to council member seated at the end of the council table. There are three opportunities to make public comments during town council meeting: 1) General Public Comment, 2) New York Drive Project, and 3) Land Use Committee Action Item. ATC's vote on an agenda item from January 16, 2018, Rene Amy's request for support from ATC on the fallen officer memorial to be placed in Triangle Park, resulted in ATC approving to issue a letter in support of the memorial. Of the 15 members voting, 7 were for, 6 were against, and 2 abstained.
- 2.3. Recording Secretary _____ Judy Matthews
- 2.3.1. There are no additions or corrections to January 16, 2018 minutes, and a motion is made to approve the proposed meeting minutes with Exhibit A: attachment of Community Questions and Responses.
- Motion: Judy Matthews
Second: Gloria Sanyika
Aye: Unanimous
Abstention: None
The motion carries.
- 2.4. Treasurer _____ John White reports the balance is \$2,465 and the account is in good standing. ATC is funded by contributions from members and community, and the community is asked to consider contributing to the account.
- 2.5. Corresponding Secretary _____ Nestor De La Torre reports that the Christopher Ballew letter will be posted to the website by Wednesday, February 21, 2018. A newsletter from United Teachers of Pasadena and a picture from Supervisor Kathryn Barger's Office of Triangle Park's Grand Opening were received. In order to complete the formation of the informal committee, Councilmember De La Torre is seeking one more councilmember or community member interested in volunteering. No experience is necessary, but volunteers need to commit to communicating monthly via email. Minutes will be posted to the website to keep community abreast of committee status.

[Chair Okorie advances item 7.5. 41st Assembly District Announcement of New District Director. Phlunte Riddle, District Director, announces that she will be taking a new position with the office as of March 3, 2018 and introduces her replacement, Catherine Del Rosario, who is transitioning from Assemblymember Holden's Capitol Office to Pasadena.]



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3. PUBLIC SAFETY

- 3.1. California Highway Patrol _____ Officer Mike Ulloa announces that the new captain, Tai Vong, will be introduced at the next ATC meeting. Officer Ulloa reports that in January, there were 26 traffic collisions of which 18 involved property damage, 8 reported injuries, 2 DUIs resulted in arrests, and 16 traffic citations issued. In January 2017, there were 25 traffic collisions of which 10 involved property damage, 8 reported injuries, and 1 DUI related. Comparable information for 2017 traffic citations will be provided in January 2019. A radar trailer is to be deployed to Maiden Lane to address speeding concerns. Officer Paddon is available to assist with community complaints regarding traffic, speeding, and an increase in patrol.
- 3.2. Altadena Sheriff's Station _____ Captain Vicki Stuckey reports a decrease in overall crime from 62 to 49 incidents and a decrease in vehicle theft for the month of January. Captain Stuckey shares helpful hints on scams and asks residents to contact the sheriff's station with any questions regarding unofficial IRS communication. In response to council's inquiry, residents are encouraged to contact the on-duty supervisor or watch commander if the sheriff's representative responding to a call is not professional. Residents are reminded that the lobby of Altadena Sheriff's Station is a safe place for online exchanges. Residents are also encouraged to park cars in garages or driveways to help prevent theft. The Safe Rx Prescription box has been removed due to officers being pricked by needles while removing items. Residents may take expired prescriptions to the pharmacy. According to Cal/OSHA (California Occupational Safety and Health Regulations), only licensed representatives should pick up needles. It is stated that parking enforcement officers are responsible for ticketing illegal parking during unauthorized times, and residents should notify Altadena Sheriff's station if illegal parking is noticed. An additional parking enforcement officer is being considered. (For more information on Altadena Sheriff's Station crime statistics, visit ATC website, Public Safety Reports.)
- 3.3. County Fire _____ Maria Grycan, Community Services Liaison, LA County Fire Department, provides a report for January. In response to council's inquiry to modify future reporting to incorporate census tracts' information, it is stated that the additional information cannot be added. A recent brush fire is not attributed to a homeless encampment and was determined as human error. (For more information on LA County Fire Department's activity report, visit ATC website, Public Safety Reports or contact maria.grycan@fire.lacounty.gov.)
- 3.4. CERT _____ No report.
- 3.5. Map Your Neighborhood _____ Karen Gibson provides a report giving an



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overview of current training statistics, added training locations, additions to leadership team, and the importance and focus of MYN. It is announced that Altadena's MYN was chosen by two teams of Leadership Pasadena Class of 2018 to help MYN develop organizational and logistical support and to share activities in other areas for mutual support at the MYN Summit, April 14, 2018 at Altadena Library. To contact representatives, visit www.facebook.com/ALTMYN, call (626) 798-9919, or send an email to mynrsvp@gmail.com. The community is encouraged to consider MYN training for 2018. Helpful tips for Emergency situations are shared. (For reservations, email mynrsvp@gmail.com.)

4. PUBLIC COMMENTS

Dr. Anne Chomyn expresses her appreciation to council for sending the letter to various agencies involved in the Christopher Ballew incident, and she requests council shares responses with the community.

Chair Okorie extends his appreciation to Dr. Chomyn and others for their input towards the letter.

Nicole Moore, Neighbors Building a Better Altadena (NBBA), shares her appreciation for ATC's strong stand on the Ballew incident, stating it shows the relevance of ATC. Ms. Moore states that she will support any necessary follow up and expresses her appreciation towards the Election Committee for getting an earlier start.

5. SPECIAL PRESENTATION

5.1. Get Healthy Altadena 2018 _____ Advanced to 2.1.Chairman's Report.

5.2. New York Drive Project _____ Chuck Vosicka, Project Manager, and Manuel Orellana, Chief Engineer, Los Angeles County Department of Public Works (DPW), provide an overview of preliminary plans for the New York Drive reconstruction project. The project will be completed in four phases, with limits from Altadena Drive and Lake Avenue. The tentative start date for construction is January 2019 and completion is expected by end of year. In response to council's inquiries, the PowerPoint presentation will be emailed to council, presenters will return for follow-up at the end of design, and residents in the area of construction will receive notices from the project manager regarding the project. Councilmember Marcussen volunteers to meet with project representatives and determine the necessary information to be communicated to residents regarding the project plan. (To view the PowerPoint presentation, visit www.altadenatowncouncil.org.) The DPW link for work schedules will be provided to council.

Councilmember Gloria Sanyika questions what factors are used to determine which roads need improvement. In response, it is stated that the projects are programmed through DPW, Development Division, and must be approved by the Board of Supervisors as part of the budgeting process.



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In response to inquiries by Councilmember John White, it is stated that upgraded signals are a complete replacement with video detector, lights are energy efficient, and lights are not embedded in the crosswalk. Further information to be addressed with DPW.

Councilmember Dorothy Wong questions if bike lanes will be placed on New York Drive and is there change to the width in the road. In reply, it is stated that the road will be restored not widened.

Councilmember De La Torre inquires as to where the community should direct concerns. Councilmember Marcussen replies that the concerns should be directed to her and she will address accordingly.

Chair Ezieme designates Councilmember Marcussen as the point person to contact James Yang, DPW, for answers to questions received and to obtain specific details as to the actual project work and locations to properly respond to the community. In addition, Chair Ezieme suggests that Councilmember Marcussen may set up a community meeting/forum to discuss questions and responses. Residents may contact their census tract representatives should there be further concerns.

5.2.1. Public Comment

Granny Shakur expresses concerns for emergency travel during construction, construction timeframe, and hiring locally. Project representatives reply that roads are open for emergency situations at all times, and the project is not federally funded and local hiring must be looked into.

Michael Miklos states he will wait for follow-up from Councilmember Marcussen.

John Chamberlin requests the dimensions from center of street to sidewalk and curb for specific locations. In response, it is stated that there are approximately 17 feet from the center-line to curb and no sidewalk is proposed on Sinaloa Avenue, just curb.

Melody Malmberg questions what determination is used to decide which sidewalks are replaced/repared and why was it not resurfaced in 2017. In response, it is stated that the project work from 2017 was intense maintenance in preparation of the 2019 project.

Arlene Anderson states that concerns and questions will be addressed to DPW regarding property flooded on New York Drive because of no drains, who is paying for the project, is it an assessment against property owners on New York Drive, and will there be a re-grading of road. In response, it is stated that the project is budgeted, there is no assessment against property owners, and there will be re-grading and restoring of gutters.



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Ty Garrison questions if there are any traffic/accident data for reconfiguring Pepper Street. In response, it is stated that traffic and accident data are considered.

Shadi Amim shares concern with speeding of all road users on Pepper Street and New York Drive.

Neil Brown inquires on completion date of project. In response, it is stated that completion is expected 11 months from start date.

David Hidalgo expresses concern with speeding on New York Drive and safety of bicyclists.

Dr. Anne Chomyn states that according to James Daly, DPW, there will be two community meetings to discuss designs. She requests sidewalks are placed on both sides of New York Drive and expresses concerns regarding replacing open gutters with sidewalks/bike lanes.

Councilmember Marcussen reiterates that all concerns presented will be addressed with James Yang, DPW, and responses will be posted for public viewing. (Submit questions to Diane Marcussen at diane.marcussen@altadenatowncouncil.org.)

- 5.3. Department Mental Health Contracting Process _____ Timothy Tucker, CEO, provides an overview of Bourne, Inc. Residential Group Homes transforming residential group homes located at 3656 Monterosa Drive and 2980 Santa Anita Avenue to Short Term Residential Therapeutic Program (STRTP) facilities. STRTP provides services to youth who are referred by Department of Children and Family Services and Department of Probation. Services include therapeutic residential counseling, recreational activities, and tutoring. Job opportunities are available. In response to council's inquiry, it is stated that there is no change in capacity or staffing-six children per home plus staff and residents do not pose any major problem. (For more information, visit bournegrouphome.org or contact Timothy Tucker at 626-797-9196.)

6. COMMITTEE REPORTS

- 6.1. Land Use Committee _____ Councilmember Diane Marcussen reports on LUC February 6, 2018 meeting. The committee voted to recommend ATC approves Action Item 2017 0006436/RPPL2017-009689 Grocery Outlet, 2270 N. Lake Avenue, CUP to sell alcohol.

- 6.1.1. Action Item 2017 0006436/RPPL2017-009689 Grocery Outlet, 2270 N. Lake Avenue, CUP to Sell Alcohol: Councilmember Jennifer Lee provides an overview of due diligence performed by canvassing the neighborhood speaking with community residents, MonteCedro residents, and Eliot Arts Magnet Academy to address issues and concerns regarding conditions. Issues regarding alcohol sales are the same for Eliot Arts Magnet Academy as with Aldi store. All major concerns have been addressed. Councilmember Wilkins moves that ATC sends a letter to Regional



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Planning Commission for approval of the project, and Councilmember Marcussen seconds the motion.

A discussion is held, and conditions (Exhibit C) are read into record.

6.1.1.1 Public Comment

Granny Shakur expresses concern that there is no recycling center at the location. Councilmember Marcussen replies that due to neighborhood complaints regarding noise associated with the recycling center, a recycling center will not be included as a condition. Ms. Shakur is instructed to contact her census tract representative for other locations.

Motion: Dr. Reginald Wilkins
Second: Diane Marcussen
Aye: Unanimous
Abstention: None
The motion carries.

- 6.2. Election Committee _____ Councilmember Victoria Knapp reports on behalf of committee chair, Sandra Thomas. The report (Exhibit D) is read into record. Councilmember Knapp moves for approval and acceptance of 2018 ATC Election Rules.

Motion: Victoria Knapp
Second: Diane Marcussen
Aye: Unanimous
Abstention: None
The motion carries.

- 6.3. Film Committee _____ Dr. Anne Chomyn reports that the committee has submitted a draft of Altadena Film Committee FAQs to ATC, and no comments or questions were received. Any questions received directly by the committee will be forwarded to the appropriate council representative, and representatives are asked to respond to constituents' questions/complaints as timely as possible. In response to council's inquiries, Dr. Chomyn states that she will coordinate with FilmLA to avoid conflicts with the New York Drive Project schedule. She also replies that comments submitted by council were incorporated into the draft. (For more information and to obtain FAQs, visit www.altadenatowncouncil.org.)

- 6.4. Community Relations Committee _____ Councilmember Judy Matthews reads the report (Exhibit E) into record on behalf of committee chair, Sandra Thomas.



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7. ALTADENA COMMUNITY REPORTS

- 7.1. Altadena Library _____ No report.
- 7.2. Chamber of Commerce _____ Councilmember Billy Malone congratulates Ben McGinty, Citizen of the Year, and Hugo Arteaga Graphic Design, Business of the Year. Councilmember Malone reports that the auction goal was met and scholarships will be awarded to Altadena students from Quality of Life. The community is invited to the chamber's Power Breakfast, Thursday, February 22, 2018, 8:00 AM-9:30 AM, Altadena Town and Country Club. Congresswoman Judy Chu is the guest speaker. It is announced that Doug Colliflower, newly elected chair, will present future monthly chamber reports. (For more information, visit altadenachamber.org.)
- 7.3. Collaborate PASadena _____ Councilmember Gloria Sanyika provides an overview of January 24, 2018 meeting where Mayor Tornek provided an update on state of the city and indicated there may be a sales tax increase to offset budget deficit, which was to be discussed at the joint meeting of the city council in February. In response to council's inquiry, it is stated that the new budget cut will not affect programs. Also, Councilmember De La Torre responds that the proposed sales tax increase is for the city of Pasadena only.
- 7.4. LA County Department of Parks and Recreation _____ No report.
- 7.5. 41st Assembly District _____ (See 2. Officer's Report.)
- 7.6. 2018 Altadena Homeless Count _____ Councilmember Judy Matthews acknowledges council members, ATC coordinating team, LAHSA support team, sponsors, supporters, and the community. A special thank you is extended to Lt. Carmicheal Octave, Altadena Sheriff's Station, and Jamal Butler, Director Ranger, US Forestry, for their presentations. The attendance exceeded the number of volunteers expected and the required number of participants for each census tract was met. Results of the 2018 Homeless Count will be released early summer.

8. CENSUS TRACT REPORTS

- 8.1. 4601 Councilmember John White reports on continued concern with speeding on Maiden Lane and Palm Street. Council continues to address the issue with DPW. A feasibility study is being conducted to investigate possible road changes to reduce speed. The presence of CHP has increased, and a traffic trailer is being placed in the immediate area. Updates will follow.
- 8.2. 4612 Councilmember Jennifer Lee reports that the ATC Education Committee along with Eliot Arts Magnet Academy will celebrate Women's History Month, honoring from



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women's suffrage to women's liberation. On March 28, 2018, 5:00 PM–8:00 PM, Eliot Arts Magnet Academy students who participated in the essay and art poster contests will be recognized. Special guest panelists include Congresswoman Judy Chu, State Senator Anthony Portantino, Pasadena Mayor Terry Tornek, Supervisor Kathryn Barger, and Assemblymember Chris Holden. The panelists will present certificates to students. On Thursday, February 22, 2018, 4:00 PM, Lori Touloumian, principal of Eliot Arts Magnet Academy, will present Pasadena Unified School District Board of Education with an updated resolution to vote recognizing March as Women's History Month. The event poster will be placed on ATC's website. It is reported that the ATC Education Committee Forum was successful. (For more information, contact the Chair of Altadena Town Council Education Committee, Jennifer Lee at jennifer.lee@altadenatowncouncil.org.)

9. ADJOURNMENT 9:51 PM

Motion: Sylvia Vega
Second: Patricia Sutherlen
Aye: Unanimous
The motion carries.

APPROVED AS TO FORM AND CONTENT:

By: _____

Judy A. Matthews, Recording Secretary
Councilmember 4603.01

3/20/18



EXHIBIT A

ALTADENA TOWN COUNCIL

Serving the Community since 1975

www.altadenatowncouncil.org

730 East Altadena Drive, Altadena, California 91001

February 10, 2018

The Honorable Terry Tornek

Mayor of Pasadena

100 N. Garfield Avenue, Room S228

Pasadena, CA 91109

Chief Phillip Sanchez

Pasadena Police Department

207 N. Garfield Avenue

Pasadena, CA 91101

RE: Concern over Pasadena Police Officer Actions within Altadena Town Limits

Dear Mayor Tornek and Police Chief Sanchez:

The November 9, 2017 traffic stop of Altadena resident, Chris Ballew, which led to a beating and threat to his life at the hands of Pasadena Police has outraged our community. This concern is exacerbated by the fact that he was stopped within the town limits of Altadena for driving with tinted windows and a missing front license plate. The members of the Altadena Town Council (ATC) are writing to you to express the concerns of Altadena residents and to make several requests which were voiced at the January 16 ATC meeting during public comment.

Some residents stated that this incident points out the importance of the discussion both locally and nationally regarding the ongoing problem of police brutality and racist practices carried out by some law enforcement agencies. When it happens so close to home it requires swift and decisive action. The Altadena Town Council, along with the residents we represent, will not tolerate brutality or racist practices by anyone including law enforcement.

Residents of Altadena have expressed their deep concern over this incident and about feeling unsafe with regards to potential interactions with Pasadena Police Officers in the area. As a

result, it is critical that all appropriate actions are taken to ensure that these types of incidents never happen again in our community.

In an effort to uphold the safety and quality of life of each and every one of our Altadena residents, they have voiced the following requests of the Pasadena Police Department.

- That Officers Larry Esparza and Zachary Lujan be restricted from conducting any police business within Altadena city limits. Pasadena Police Officers continued presence in Altadena has resulted in at least one additional harassment incident since the incident on November 9, and poses a continued safety concern to all residents of Altadena,
- We understand that it is critical for you to patrol your northern border and it is legal for law enforcement to transverse city lines, however, PPD officers must refrain from proactively patrolling in Altadena. When required to cross town borders, PPD officers must be acutely aware that they have moved into Altadena and proceed accordingly.
- This incident has pointed out a lack of training that must be corrected. Included in that training should be the fact that, once in Altadena, PPD officers are in another town and should operationally have better, less heavy handed practices wherever possible. Altadena Residents request that the Pasadena Police Department review, revise and adopt policies and procedures on use of force, racial profiling, and investigatory stops to be more protective of residents of surrounding communities, compliant and consistent with same requirements as the Altadena Sheriffs and any other law enforcement operating within Altadena,
- So that they may be better understood by the community, we request that any Pasadena Police Department policies, or laws, or state policies, or agreements between police enforcement departments that speak to Pasadena officers' presence and scope outside of Pasadena city limits, and/or specifically in regards to within Altadena, are shared with us.

The ATC would like to provide a forum for ongoing communication between the Altadena community and the PPD. Altadena enjoys an open dialog with County Sheriffs and California Highway Patrol who provide a monthly report of activity at our ATC meetings. We have found that, over the years, this ongoing dialog with the community has been an effective effort with extremely positive results. In the interest of improved relations with the PPD, we would encourage you to voluntarily provide written reports of any Pasadena Police Department incidents and activities that occur within Altadena to the ATC on a monthly basis. Including the PPD in this monthly law enforcement reporting would be a positive step in improving communication between the PPD and Altadena residents.

As a first step and, if at all possible, the community asks that all incidents – responses, detainments, tickets issued, arrests, and other incidents – that have occurred within Altadena by Pasadena Police in the last year be compiled and reported back to the ATC for dissemination into the community.

We understand that the city is conducting an extensive investigation into this matter and we request that Altadena be notified of any changes that come of that investigation. The expectation is that out of this investigation the PPD will adopt a corrective action plan. The ACT requests that the PPD also share this plan with the Altadena community through the ATC at a council meeting.

Our communities are close neighbors and our relationship is important. We shop, work, and play in each other's neighborhoods. Having a safe Pasadena and Altadena is beneficial to both communities. Altadena residents appreciate your swift response to these requests. We are sure

that our mutual goal is to improve the safety of our residents, and restore trust between our communities.

Sincerely,

A handwritten signature in black ink, appearing to read "Okorie Ezieme".

Okorie Ezieme

Chair, Altadena Town Council

Mobile: +1 (213) 610-3807

Email: Hon.Ezieme@CityofAltadena.Us

Cc: Supervisor Kathryn Barger
Captain Vicki Stuckey
Steven Mermell, Pasadena City Manager



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EXHIBIT B

AMERICAN RED CROSS MONTH 2018

A Proclamation

WHEREAS, since 1943 the President of the United States has proclaimed March as Red Cross Month and calls on Americans to make a donation, volunteer, take a class or give blood; and

WHEREAS, across the country and around the world, the American Red Cross responds to disasters big and small. In fact, every eight minutes the organization responds to a community disaster, providing shelter, food, emotional support and other necessities to those affected. It collects nearly 40 percent of the nation's blood supply; provides 24-hour support to military members, veterans, and their families; teaches millions lifesaving skills, such as lifeguarding and CPR; and through its Restoring Family Links program, connects family members separated by crisis, conflict or migration; and

WHEREAS, the American Red Cross Los Angeles Region with the assistance of nearly 6,000 volunteers, who help provide direct service assistance to the community locally, uses this opportunity to educate communities about the services provided to the public each and every day; and

WHEREAS, in 2017 the American Red Cross Los Angeles Region supported and responded to four of the year's largest and most complex disasters. This included back-to-back hurricanes – Harvey, Irma, Maria and the deadliest week of wildfires in California history by mobilizing more than 300 trained local disaster volunteers and employees on nearly 500 deployments, sending over 8,000 shelter support materials and equipment; and

WHEREAS, in 2017 the American Red Cross Los Angeles Region provided disaster relief assistance to over 2,500 clients, of which 803 were children, by providing shelter, food, emotional support, and other necessities; installed 13,933 free smoke alarms with the help of over 2,600 volunteers and educated the residents of 4,644 homes about the importance of fire safety; taught preparedness education to 9,761 individuals; assisted 897 people with military family emergency communications requests, and provided nearly 31,000 hygiene items to veterans, including homeless veterans:

NOW, THEREFORE BE IT RESOLVED, that by the adoption of this resolution, the Altadena Town Council, in recognition of the importance of volunteering, making a donation, taking a class or giving blood, and does hereby proclaim the month of March to be AMERICAN RED CROSS MONTH, and urges all residents to show their support to the American Red Cross Los Angeles Region.



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EXHIBIT C

Action Item 2017 00066436/RRP:2017-009689 Grocery Outlet, 2270 N. Lake Avenue Altadena Grocery Outlet CUP Recommended Conditions

All litter and trash shall be collected regularly from the premises and the adjacent right-of-way.

Trashcans shall be provided and emptied regularly at the entrances of the building.

The permittee shall provide adequate lighting to the satisfaction of the Director above all entrances and exits to the premises.

The permittee shall not advertise the sale of alcoholic beverages on the exterior of any structure on the subject property including windows, walls, fences, or similar structures.

The permittee shall provide adequate lighting to the satisfaction of the Director in all parking areas and walkways under control of the permittee.

All parking lot and other exterior lighting shall be hooded and directed away from neighboring residences to prevent direct illumination and glare.

The permittee shall display alcoholic beverage only in the shelving designed for storage of said beverage as depicted on the shelf/floor plan. No additional display of alcoholic beverages shall be provided elsewhere on the premises. No display of alcoholic beverages shall be made from an ice tub.

The consumption of alcoholic beverages shall be prohibited on the subject property. The permittee shall post signage prohibiting consumption of alcoholic beverages on the premises on the exit doors, the exterior walls and in the parking lot areas.

There shall be no wine, with the exception of wine coolers, sold in containers of less than 375 milliliters. No miniatures of any type may be sold. Wine coolers shall not be sold in less than four-pack quantities. Burglary and robbery alarms shall be installed inside the market.

Shelf space for display of alcoholic beverages shall never exceed ten percent of the store's shelf space. The beer in containers of 16 ounces or less shall not be sold by single container, but must be sold in manufacturer pre-packaged multi-unit quantities. The permittee shall post signs on the coolers and cashier station stating the selling of single containers of beer is prohibited.

Malt beverages (e.g. beer, ale, stout and malt liquors) shall not be sold in a bottle or container greater than 750 milliliters or 25.4 ounces.

The permittee shall install and maintain a closed-circuit video monitoring and recording system, with cameras located throughout the property, including a view of the alcoholic beverage display area, entrances, sides of the building, and parking lot areas.



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The video monitoring system shall be available, on-site, for Regional Planning staff to verify its functionality. Onsite recycling for glass, plastic, aluminum should be provided, if not provided, signage directing customers to the closest recycling facility to should be clearly posted.

Deliveries should be between the hours of 7AM to 10PM to mitigate noise issues.

The permittee will comply with the sale of fresh produce per County Code Title 22.52.3630.

Jennifer Lee
Census Tract 4612



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EXHIBIT D

2018 Election Committee Report, ATC Meeting, 2/20/18, Agenda Item 6.2

In the absence of Altadena Town Council Election Committee Chair, Dr. Sandra Thomas, I, as Vice Chair, have been asked to provide the following as our Altadena Town Council Election Committee Report, February 20, 2018.

In agreement and compliance with the Altadena Town Council by-laws – Article VI, the Election Committee met on February 1, 2018. Present were 2018 Chair, Dr. Thomas, 2017 Chair, Patricia Sutherlen (who passed along the 2017 Election Records to current chair) and current Vice Chair, Victoria Knapp.

On February 10, 2018, Dr. Thomas and Victoria Knapp met by conference call and prepared the 2018 Election Rules document which was presented and approved on February 13 during the Altadena Town Council Executive Committee meeting. Following their approval, the 2018 Election Rules were immediately forwarded to the entire Altadena Town Council for input and/or approval, so as to be voted on tonight, at this our February 20, 2018 ATC meeting. No input or comments were received.

So, in accordance with the by-laws, Mr. Chair, I move for approval and acceptance of the 2018 Altadena Town Council Election Rules. (If necessary, "Mr. Chair, I am awaiting a second to the motion" Mr. Chair, with). Thank you Mr. Chair, this ends our report.

Dr. Sandra E. Thomas, Chair
Victoria Knapp, Vice Chair
Billy Malone, Election Events Coordinator



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EXHIBIT E

Community Relations Committee Report

In the absence of Altadena Town Council Community Relations Committee (CRC) Chair-Dr. Sandra Thomas, I, as Vice Chair have been asked to report on the following items:

1. **Medical Marijuana Dispensary** – Lincoln Avenue and Altadena Drive residents' complaints.

Update: Not currently opened.

2. **Ongoing Community Request** – presented by Monica Hubbard – that Census Tract Representatives report monthly on the status of PUSD Schools in their Census Tracts – referred to the education committee chair.

Update: Still waiting for responses.

3. The CRC is requesting that the Recognition for Walker Drug Store Owner, *Isaac Walker*, is placed on the March ATC Agenda to allow Councilmember Veronica Jones preparation time as well as time to notify the community.

4. **Certificate of Recognition** to one of Altadena's Oldest Citizens – Mr. Truman aka Mr. T. scheduled for May ATC Meeting.

5. **Offer from Altadena Historical Society** to occasionally share "Altadena History at a Glance" during ATC meeting, is being referred to the Executive Committee for determination.

6. **Update on Christopher Ballew/Pasadena Police Department Issue.**

Update: In answer to the Altadena community's outcry, the requested Letter of Concern and Demand was sent from the ATC to Pasadena Police Department and appropriate Pasadena and County Officials. Chair Ezieme's report has already shared the details.

This ends our report. Thank you for the time.

Chair- Dr. Sandra E. Thomas
Vice Chair – Judy Matthews
Community Member – Elliot Gold