



NORTHWEST COMMISSION

October 31, 2001

Bill Bogaard, Mayor
City Council
City Hall Room 237
100 North Garfield
Pasadena, CA 91109

RE: ADVISORY BODY FY 2000-2001 ANNUAL REPORT AND FY 2001-2002 WORK PLAN

Dear Mayor Bogaard and City Council members:

The Northwest Commission is submitting the Advisory Body Annual Report for fiscal year 2000-2001 and the Work Plan for fiscal year 2001-2002, pursuant to Chapter 2.70.090 of the Pasadena Municipal Code.

RECOMMENDATION

It is recommended that the City Council accept the Northwest Commission's fiscal year 2000-2001 Annual Report and the Work Plan for fiscal year 2001-2002.

While there were consolidation of several programs into the Northwest Programs Office, significant seat vacancies, term expirations, and resignations during the year, this was a productive year for the Commission. The dedicated volunteers on the Northwest Commission continued to function in spite of these issues and worked diligently to provide leadership and direction in several major areas including drafting the Northwest Community Plan, monitoring ongoing projects, setting priorities for new allocations, and allocating funding for new projects involving Community Development Block Grant funds. Similarly, individuals on the Commission, and the Commission as a unified body, have served as advocates on a number of other significant issues that impact the Northwest Community.

3/18/02
7.A.(1)(a)(6)
~~01/14/2002~~
~~3.A.(m)~~

THE FUTURE

During fiscal year 2001-2002, the Commission will continue to provide the leadership and direction required to address the needs of the Northwest Community. These efforts will include submitting the Northwest Community Plan to the City Council for approval, working to make Northwest Renaissance Festival a success and an annual event, sponsoring economic development workshops to encourage business development and employment, and continuing to address the needs of the underserved through prioritizing of Community Development Block Grant funds. Similarly, the Commission will continue to serve as an advocate on a number of other significant issues that impact Northwest Pasadena.

The goal of the Northwest Commission continues to be the achievement of its mission statement, which is to:

"Work with the residents of Northwest Pasadena to identify the unmet needs of the Northwest community, and act as a strong advocate to preserve and improve the quality of life for the residents, so as to bring the area into social and economic parity with the balance of the Pasadena community".

In the pursuit of this goal, the Commission intends to work with the Mayor, the City Council, residents, community groups and all other concerned parties. We asked, however, for the Council to provide us with the support we need by filling the vacant positions and appointing new members to replace Commissioners with expired terms, but who, nonetheless, continue to serve because of their commitment and dedication to the community.

Thank you for your continued support and interest in the issues facing Northwest Pasadena and the City as a whole. We look forward to another successful and productive year.

Respectfully submitted,

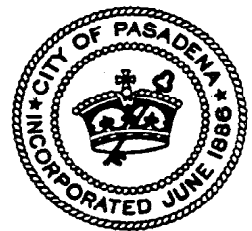


Denise Jones, Chairperson
Northwest Commission

Attachments

NORTHWEST COMMISSION

ANNUAL REPORT FISCAL YEAR 2000-2001 & WORK PLAN FISCAL YEAR 2001-2002



**Northwest Programs Division
Planning & Development Department
October 2001
(Commission Approved: October 25, 2001)**

**NORTHWEST COMMISSION
ANNUAL REPORT FY 2000-2001
&
WORK PLAN FY 2001-2002**

SUMMARY

1. INTRODUCTION

The eleven-member Northwest Commission was established in 1990. The Northwest Commission was created by the City Council to perform the following functions:

- a. Serve as a monitoring body for the Northwest community;
- b. Work with the City Manager and City staff on updating and revising the Northwest Community Plan;
- c. Provide ongoing oversight on the implementation of the Plan;
- d. Provide periodic advice to the City Council on Northwest issues; and
- e. Present an annual review of the implementation of the Plan's projects and programs to the City Council and the community.

Chapter 2.95.090 of the Pasadena Municipal Code required the Committee to submit its annual report and work plan to the City Council each year. This report complies with the requirements of the Chapter.

2. COMMITTEE MEMBERSHIP AND TERMS OF OFFICE

Nominations of Commission members are subject to ratification by the City Council. A list of Northwest Commission members and their terms of office is provided as Exhibit A.

a. Expired Terms/Replacements:

The terms of **Charles Boyer**, District 6 and **April Boettcher**, District 3, expired on June 30, 2000 and June 30, 2001 respectively. The commissioners were replaced by their respective council member (see below).

b. Appointments/reappointments:

Bill Warren, District 4, July 2000; **Nina Chomsky**, District 6, replaced Commissioner Boyer in October 2000, and **Kaylene Maya-Aviles**, District 3, filled a vacant position in June 2001. **Edward Rodriguez**, District 2, was reappointment in August 2000. **Wendy Nash**, District 3, was appointed in September 2001 to replace Commissioner Boettcher.

c. Resignations:

Pablo Alvarado, District 5 resigned in August 2000 and **Edward Rodriguez**, District 2, resigned in May 2000. There were two (2) vacancies, one each in District 2 and

District 5. The Mayoral appointee, **Katherine Luna**, who served as Chair during the year, has indicated her intention to resign from the Commission, although we have not received a letter of resignation.

d. Expired Terms/Active:

Four Commissioners with expired terms have continued to serve: **Denise Jones**, Chair, District 4 (June 30, 2000), **Ralph Poole**, District 5 (June 30, 1999), **John L. Evans**, District 1 (June 30, 1999), and **Quaillard A. Bough**, District 1 (June 30, 2001).

3. SUMMARY OF COMMISSION MEETINGS AND ATTENDANCE

During FY 2001, the Commission meetings were scheduled every 1st and 3rd Wednesday from 7 p.m. to 9 p.m. During the year, the Commission held 18 meetings out of a total of 24. Commission attendance information is provided as Exhibit A to this report. In addition, the Commission held 2 retreats.

4. SUMMARY OF COMMISSION MEETINGS AND ATTENDANCE

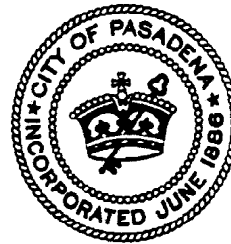
A summary of Commission activities and accomplishments for FY 2001 is included as Exhibit B.

5. ANNUAL WORK PLAN FISCAL YEAR 2001-2002

The Northwest Commission has outlined a list of specific goals and objectives it intends to accomplish in FY 2001-2002. These goals and objectives are included as Exhibit C.

EXHIBIT A

**COMMISSION MEMBER LIST, TERMS
OF OFFICE AND ATTENDANCE**



Northwest Programs Division
Planning & Development Department
October 2001
(Commission Approved: October 25, 2001)

EXHIBIT A
NORTHWEST COMMISSION ATTENDANCE
JULY 1, 2000 - JUNE 30, 2001

DISTRICT	COMMISSIONER	TERM			STATUS 06/30/01	7/5/2000	7/19/2000	8/2/2000	8/16/2000	9/6/2000	9/20/2000	10/4/2000	10/18/2000	11/1/2000	11/15/2000	12/6/2000	12/20/2000	1/3/2001	1/17/2001	2/7/2001	2/21/2001	3/7/2001	3/21/2001	4/4/2001	4/18/2001	5/2/2001	5/16/2001	6/6/2001	6/20/2001					
		APPOINTED	EXPIRED - RESIGNED	STATUS																														
1	Quillard Bough	Jul-95	6/30/01	ACTIVE	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P				
1	John Evans	Nov-98	6/30/99	ACTIVE	AE	AE	AE	AE	AE	AE	AE	AE	AE	AE	AE	AE	AE	AE	AE	AE	AE	AE	AE	AE	AE	AE	AE	AE	AE	AE	AE			
2	Edward Rodriguez (start 7/1/99)	Jun-99	5/5/01	VACANT	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P				
3	Vacant		6/30/02		NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA			
3	Aprile Boetcher	Jun-97	6/30/01	ACTIVE	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
3	VACANT		4/4/00		V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V	V		
4	Kaylene Maya-Aviles	Jun-01	6/30/02	ACTIVE	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA		
4	Denise Bentley Jones	Aug-93	6/30/00	ACTIVE	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P		
5	Pablo Alvarado (resigned 10/4/00)	Oct-97	10/4/00	VACANT	AE	AU	AU	AE	AE	AE	AE	AE	AE	AE	AE	AE	AE	AE	AE	AE	AE	AE	AE	AE	AE	AE	AE	AE	AE	AE	AE	AE		
5	Vacant		6/30/03		NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	
5	Ralph Poole	Nov-93	6/30/99	ACTIVE	P	AU	P	AE	P	AE	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P		
6	Charles Bowyer	Oct-95	6/30/00	ACTIVE	P	AE	P	P	AE	P	AE	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
7	Nina Chomsky	Oct-00	6/30/02	ACTIVE	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
M	William F. Warren	Jul-00	6/30/03	ACTIVE	NA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
M	Katherine Luna	Jul-95	6/30/01	ACTIVE	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P

DIS = District
P = Present on Time
AE = Absent Excused
AU = Absent Unexcused
TA = Total Absent
LE = Late Excused
LU = Late Unexcused
NA = NOT APPLICABLE
V = VACANT
C = Cancelled

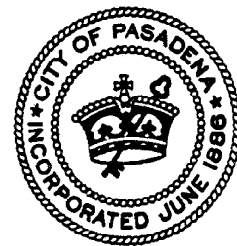
**EXHIBIT A1
NORTHWEST COMMISSION
ATTENDANCE SUMMARY
FY 2000-2001**

DISTRICT	COMMISSIONER	MEETINGS				ATTENDANCE				
		MEETINGS	TOTAL ATTENDED	VACANT	LACK QUORUM	PRESENT ON TIME	LATE EXCUSED	LATE UNEXCUSED	ABSENT EXCUSED	ABSENT UNEXCUSED
1	Quillard Bough	24	12	NA	6	12	0	0	6	0
1	John Evans	24	7	NA	6	7	0	0	10	1
2	Edward Rodriguez	22	10	NA	6	10	0	0	2	4
	Vacant	2	NA	2	NA	NA	0	0	NA	0
3	Aprile Boettcher	24	14	NA	6	14	0	0	4	0
	VACANT	23	NA	23	NA	NA	NA	NA	NA	NA
3	Kaylene Maya-Aviles	1	1	NA	0	1	0	0	0	0
4	Denise Bentley Jones	24	17	NA	6	17	0	0	1	0
	Pablo Alvarado	7	0	NA	1	0	0	0	4	2
5	Vacant	17	NA	17	NA	NA	NA	NA	NA	NA
5	Ralph Poole	24	15	NA	6	14	1	0	2	1
	Charles Bowyer	8	5	NA	1	4	1	0	2	0
6	Nina Chomsky	16	9	NA	5	9	0	0	2	0
7	William F. Warren	23	14	NA	6	14	0	0	3	0
	Vacant	1	NA	1	NA	1	NA	NA	NA	NA
M	Katherine Luna	24	10	NA	6	10	0	0	8	0

TOTAL MEETINGS POSSIBLE = 24
TOTAL MEETINGS HELD = 18
TOTAL MEETINGS W/O QUORUM = 6

EXHIBIT B

ACTIVITIES AND ACCOMPLISHMENTS



Northwest Programs Division
Planning & Development Department
October 2001
(Commission Approved: October 25, 2001)

EXHIBIT B
NORTHWEST COMMISSION
ACTIVITIES AND ACCOMPLISHMENTS
FY 2000-2001

I. COMMISSION NON-CDBG MOTIONS AND RECOMMENDATIONS

- A. The Commission voted to support the Bad Weather Shelter and approved staff recommendations with the following changes: The hours of operation to be from 8:00 p.m. – 7:30 a.m.; chance of rain reduce from 50% to 30%; Queenscare and volunteers will be health care providers during the season; the budget will be \$40,495 instead of \$39,853 (Ecumenical Council/\$5,000, FEMA/\$9,500 totally \$18, 494.00, Private donations/\$3,994).
- B. **Disposition and Development Agreement Between Heritage Square Investment, L.P. and Pasadena Community Development Commission for Heritage Square Mixed-Use Senior Housing Complex at 730-790 North Fair Oaks Avenue, Relocation/Rehabilitation of Historic “Decker House”, Replacement Housing Plan and Relocation Plan Application.** The Commission supported staff’s recommendation with the condition that the upkeep of the plazas and landscaping are added to the Scope of Development of the DDA.
- C. The Commission supported a recommendation that certain city-owned real property located between 1518 and 1530 Sunset Avenue be sold to adjoining landowner(s) pursuant to the Pasadena Municipal Code. The motion approved staff’s recommendation with the recommendation that the money from the sell of the property be used for the renovation of the Jackie Robinson Community Center.
- D. The Commission voted unanimously to support staff’s recommendation of the First Amendment to Owner Participation Agreement (OPA) (Agreement No. CDC.-333) with Beacon Housing, Inc. (Developer) for the Rehabilitation and Conversion of a 53-Unit Apartment Building at 445 N. Garfield Ave., Pasadena.
- E. The Commission supported staff’s recommendation of the Amendment to the Alkebu-lan Cultural Center’s Existing Lease at 1435 N. Raymond Avenue, permitting the Conditional Extension of the Lease Term to Fifty Years.
- F. The Northwest Commission adopted a motion to approve staff’s recommendation to approve the Public Housing Agency Plan. In addition, they approve the recommendation to increase the homeownership program and funding from the Department of Housing and Urban Development.

- G. **Letter to Planning Commission – Fair Oaks Specific Plan.** It was moved by Commissioner Rodriguez and seconded by Commissioner Warren to adopt the Draft letter deleting the 3rd paragraph from the bottom of the 2nd page. Motion unanimously carried. It was moved by Commissioner Boettcher and seconded by Commissioner Warren to delete the sentence in the Draft A letter on the 1st page that states “ We however, are opposed to any large multi-family complexes that will increase density and have an adverse impact on the community” and replace the sentence with “We however, are opposed to any increase to the current zoning of the upper and lower portion of the Fair Oaks/Orange Grove corridors”. Motion unanimously carried.
- H. **Owner Participation Agreement with Foothill Vocational Opportunities for Expansion of an Industrial and Training Facility.** MOTION: It was moved by Commissioner Rodriguez and seconded by Commissioner Bough to approve staff recommendation to enter into an Owner Participation Agreement with Foothill Vocational Opportunities for expansion of their industrial and training facility. The Commission praised the contributions the facility was making in the Northwest Community to provide jobs for low-income and disabled residents. Motion carried – 1/abstention – Boettcher
- I. **Public Works FY 2002-2006 Capital Improvement Program -** The Commission supported an endorsement regarding staff recommendations on the Public Works FY 2002-2006 Capital Improvement Program. They requested staff to provide information on the number and amount of projects in the Northwest compared to the rest of the City and asked that a presentation be made on the street sweeping program.
- J. **Approval of Federal National Mortgage Association Credit Facility Loan Agreement (\$6.5 Million) and Down Payment Assistance Investment Note (\$1 Million) for Affordable Housing Activities -** The Commission supported staff’s recommendation with the additional recommendation that 25% of the \$1.5 million be considered for the Northwest area also.

II. FY 2000-2001 COMMUNITY DEVELOPMENT BLOCK GRANT PROCESS (Program Year 26)

A. COMMUNITY MEETING - NEED ASSESSMENTS: CDBG - FY 2001 – 2002

- 1. On Wednesday, August 2, 2000, the Northwest Commission held a community meeting to solicit input on Community Development Needs in order to develop funding priorities

2. under the Community Development Block Grant (CDBG) Program. Community members were invited to comment on such issues as housing rehabilitation, public facilities improvements, economic development, employment, business improvements, and other community issues.
3. CDBG staff provided an overview regarding the allocation of CDBG funds for FY2000-2001. Chair Luna informed the audience of the process the Northwest Commission had used in the past regarding the allocation of CDBG funds. Representatives from various organizations stated their views as to how the CDBG funds should be allocated.
4. As a result of the comments heard during the community meeting, the Northwest Commission formulated its funding priorities for inclusion in the forth coming Community Development Block Grant (CDBG) Program Request for Proposal (RFP) Process - July 2001 – June 2002 PY:
5. Economic Development, Micro-Enterprise, Transportation for Job Training Opportunities (outside of the City), Job Creation/Retention, Technical Assistance (should include culturally diverse language, information, etc.), Senior Projects, Affordable Housing (Project Based vs. Tenant Based Assistance), Rental Housing, Senior Safety Issues (crime against seniors), Employment, Youth Services, Job Training for Youth/Adults, Local Preferences for Employment Opportunities in city assisted and non-city assisted developments, Community Planning Activities, Street Repairs/Improvements, Adult Day Care, Homeownership Opportunities, Additional Funding Sources (a full-time development staff-person who would seek funding that the Commission could use to fund projects in the community), Programs to help seniors remain in their homes (avoid foreclosures, property liens, etc.), Eviction Prevention Programs for senior renters, property managers, etc., Homeowner Rehabilitation Programs, Housing Maintenance Programs.

B. COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM PRIORITIES FY 2001-2002

1. On September 6, 2000, the Commission adopted a motion to recommend the same CDBG priorities that were recommended for FY 2001 to exclude code enforcement and adding financial opportunities, and removing the language regarding loans/grants in housing. The Commission adopted an additional motion to send a letter to the City Council recommending that code enforcement be fully funded from the general fund.

**C. COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM
PROJECT PERFORMANCE ASSESSMENT (25TH PY-1999-2000)**

1. On October 4, 2000, the Northwest Commission accepted the Community Development Block Grant Program Project Performance Assessment for PY 1999-2000.

Out of a total of 21 projects, 14 or 67% met their projected goals, two projects achieved 75% or more of their goals, two met 45%-50 of their goals, two grantees did not begin their projects, and one project declined to moved forward and the funds were reprogrammed. The Commission expressed its concern that certain projects had not expended their funds and asked to be informed if the funds had to be reprogrammed.

**D. COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM
CONTINUING PROJECTS (26TH PY-2000-2001) – MIDYEAR PROJECT
PERFORMANCE ASSESSMENT**

1. On February 7, 2001, the Northwest Commission was provided a status update on CDBG continuing projects: 14 nonpublic projects and 17 capital improvement and acquisition projects.

**E. FUNDING RECOMMENDATIONS FOR CDBG – NON-PUBLIC
SERVICE PROJECTS (2001-2002 PROGRAM YEAR)**

1. On March 21, 2001, the Commission conducted the Preliminary Deliberation for the CDBG Allocation Process (2001-2002 Program Year). The Commission approved a motion to approve staff recommendations with the recommendation to decrease \$5,000 from Pasadena Development Corporation, \$50,000 El Centro de Accion Social (Project Advance) and increase \$25,000 Foothill Vocational Opportunities and \$30,000 Heritage Homeownership Partners.

**F. PROJECT PERFORMANCE ASSESSMENT (25TH PY – 1999-2000)
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM**

1. On March 21, 2001, the Commission heard oral presentations from representatives of the following organizations:

El Centro de Accion Social, Institute of Popular Education of Southern California, Pasadena Development Corporation, Heritage Homeownership Partners, Pasadena Senior Center, Villa Esperanza, Boys & Girls Clubs of Pasadena (Mackenzie Scott Branch), Foothill Vocational Opportunities,

- Grandview Foundation, Omowale Ujamaa/Northwest Community School, Rosemary's Children's Service
2. The Commission requested that last FY's funded project (shortfall co-generation) be brought back to the Commission for discussion at a future meeting. The Commission was concerned about projects that had not expended funds and asked to be informed if funds had to be reprogrammed.

G. COMMUNITY DEVELOPMENT APPEALS/PUBLIC COMMENTS RE: 2001-2002 FUNDING RECOMMENDATIONS

1. On April 4, 2001, the Commission heard appeals from various community agencies regarding their proposals for CDBD funding. The Commission also received statements of appreciation for the recommendations they made for allocation of FY2001-2002 CDBG funds.
2. Staff informed the Commission that a recommendation was made to award Foothill Vocation Opportunities a total of \$42,000 in Section 108 Loan Reserve Funds, and that the \$25,000 in CDBG funds previously awarded to Foothill be reallocated to one or more CDBG applicants.
3. A motion was moved by Commissioner Boettcher and seconded by Commissioner Warren to Allocate \$25,000 to the Pasadena Senior Center with the recommendation that funds be used sole for needy seniors excluding administration and nursing salaries. The motion failed on 2 to 3 vote.
4. After discussion, a motion was moved by Commissioner Boettcher and seconded by Commissioner Warren to recommend an additional \$12,500 to El Centro (Project Advance) and an additional \$12,500 to Heritage Homeownership Partners to be used for 100% grants excluding salary. The motion carried on a 4 to 1 vote.

III. PUBLIC HEARING

On June 6, 2001, the Commission conducted a public hearing on the Draft Fair Oaks/Orange Grove Specific Plan and Draft Environmental Impact Report (DEIR) to review and receive comments on both documents. Staff provided the Commission with a description of the plan, the recommended changes, and the benefits it would have in the proposed area. Various Northwest Pasadena business owners and residents made comments regarding the Plan.

On June 20, 2001, the Commission heard follow-up Public Comments on the Fair Oaks/Orange Grove Draft Specific Plan. The following attendees commented on the plan outlining their concerns:

- Renee Rubalcava – Zoning, historic fabric, mixed use does not apply to City of Gardens, infrastructure, police, fire, overload on sewers
- Michelle White - Transportation issues, loitering, jobs, high density
- Pat Evans – Committee needs to look at visual aesthetic of the overall Plan
- Robert Wittry – High density, not enough consideration of public infrastructure, curb cuts needed for buses and more public transit needed
- Herminia Ortiz – Consider mixed use and low housing in Hispanic area

IV. FY 2000-2001 COMMITTEE ASSIGNMENTS

During the year, Commission members were asked to serve on two committees that perform services that impact the Northwest Community.

1. Public Work – FY 2002-2006 Capital Improvement Project Budget Subcommittee

- Commissioner Boettcher and Commissioner Chomsky agreed to serve on the subcommittee

2. Hahamongna Watershed Park Master Plan Advisory Board

- Chair Luna and Commissioner Evans agreed to continue to represent the Commission on the Hahamongna Watershed Park Master Plan Advisory Board

V. COMMUNITY ISSUES/ADVOCACY/STAFF

During the year, the Commission addressed many issues of concern to the Northwest Community and on occasion made recommendations to the City Council on their behalf. In addition the Commission welcomed new staff to assist them in their effort to serve the needs of the community and served as a forum for individuals, community organizations, and City Departments for updates, complaints, and successes.

6

1. Wednesday, July 5, 2000

- The Commission welcomed the New Northwest Manager, Mr. Mario Leonard, who assumed the responsibilities of the newly organized office, which had been staffed by a consultant for several months.

- Chair Luna welcomed Richard Bruckner, Director of Housing and Development. Mr. Bruckner informed the Commission that his goals are to implement new programs in the Housing and Development Department that are in the Northwest area such as marketing, take a pro active attempt toward development sites, and move forward with the Enterprise Zone. Commissioners informed Mr. Bruckner that affordable housing, density, and health issues in the Northwest area also need to be addressed.

2. **Wednesday, July 19, 2000**

- The Commission made comments on a information item presented by Mr. Burke Farrar, consultant for the developers, on the Proposed Holiday Inn Express at 408 North Fair Oaks. After providing comments on the proposed project, the Commissioners requested that Mr. Farrar continue to keep the Commission updated on the project.
- The Commission voted to submit comments on the Draft Fair Oaks Specific Plan that outlined the Commission's concerns regarding the Fair Oaks Specific Plan.

3. **Wednesday, August 2, 2000**

- Bob Pindroh, a representative from Small Business Development Center, informed the Commission of the organization's services and how they could provide financial and technical assistance to small businesses in Northwest Pasadena.

4. **Wednesday, August 16, 2000**

- Mr. Roy Hays expressed his concerns regarding the facility located at the corner of Fair Oaks Ave. and Howard St. The Commission informed Mr. Hayes that they would investigate the use of the facility.

5. **Wednesday, October 4, 2000**

- The Northwest Programs Manager, Mario Leonard, introduced the new Enterprise Zone Manager, Ms. Angelica Frausto, to the Commission.
- Lorna Miller of New Visions gave an update on the YMCA on New York Drive. She encouraged Commissioners to come and visit the facilities, which was supported by the Commission to serve as a recreational and educational facility for Northwest Youths. Ms. Miller informed the Commission that there would be an open house at the site on Saturday, November 18, 2000 from 12:00 noon – 3:00 p.m.

- Jessica Berman, Consultant from Concordia Inc. updated the Commission regarding the process for selecting a site in the Northwest for a new elementary school.

6. **Wednesday, October 18, 2000**

- The Commission requested that Jim Berryhill of the Public Works Department come to a future meeting and give a presentation on street sweeping in the Northwest.
- King's Village Rehabilitation - Peter Herzog, new owner of King's Villages gave a slide presentation to the Commission. Mr. Herzog reported that rehabilitation of the 313-unit complex had started and would be completed by the November 2001. He encouraged the Commissioners and the public to come and tour the showcase unit, which they agreed to do.

7. **Wednesday, January 3, 2001**

- Proposed Day's Inn Motel – Appeal of Staff Determination - Bob Patel returned to the Commission to seek their support for his appeal of staff determination on denial of his project, which was denied by the zoning hearing officer. He informed the Commission that the project has been reduced to 34 units and was an allowable use for the site. The Commission expressed concern that the project was not acceptable to the Community and would not be feasible for the site.

8. **Wednesday, January 17, 2001**

- Miguel Vega of El Centro de Accion gave an update on the Project Advance project. He stated that three vendors had graduated. He thanked the Commission for their continued support.
- Michele White of the Fair Oaks Avenue Project Area Committee commented on the Inclusionary Housing Ordinance and provided a handout to Commissioners. She informed the Commission that the Planning Commission would be discussing the ordinance on January 24, 2001.
- Bernard Gelpin, Director of Public Works introduced himself to the Commission. He assured the Commission and residents that he would make sure the excess Christmas trees in the Northwest area on the curbs are picked-up in a timely manner.
- Greg Mosley of the W.D. Edson Neighborhood Association invited residents and Commissioners to attend an open forum regarding the Robinson Park

Master Plan to be held on January 31, 2001. Several members of the Commission said they would make every effort to attend.

9. **Wednesday, February 21, 2001**

- The Commission received an update on the proposed Inclusionary Housing Ordinance
- The Commission received an update on the short-term lease with Armory Center for the Arts at 965 North Lake Avenue.

10. **Wednesday, March 21, 2001**

- Mr. Gary Rhodes of the Fair Housing Council urged the Commission to support a stronger version of the Inclusionary Housing Ordinance in order to maintain an affordable community in Pasadena.
- The Commission acknowledged their support for submitting an Application for a Technology Opportunities Grant for Development of a Northwest Pasadena Technology Network and Teleconferencing Center.

11. **Wednesday, April 18, 2001**

- Mr. John Russell of the Transportation Commission (District 1) introduced himself to the Commission and residents.
- The Commission heard information on the process and status of the Housing Element – Needs Assessment and Housing Plan by Bill Trimble. Mr. Trimble requested Commissioners to submit their comments for the redraft version of the Plan. The Commission agreed to submit their comments.

12. **Wednesday, June 20, 2001**

- **Presentation – Lincoln/Montana Commercial Development** - Mrs. Jaylene Moseley provided information on her proposed project for Lincoln Ave and Montana St.
- Update – Proposed Sav-On Drug Store @ 680 N. Fair Oaks Avenue Rick del Carlo and Jeff Timbers gave an overview. A public hearing on this item is scheduled for July 3rd.

13. **Wednesday, June 6, 2001**

- Ms. Jaylene Moseley of Jaylene Moseley Company provided the Commission with an overview of her proposed commercial development project at the northwest corner of Lincoln and Montana.

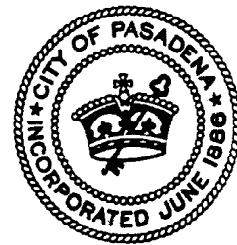
- Mr. Rick del Carlo and Jeff Timbers provided an update on their progress with the proposed Sav-On drug store proposed for the southeast corner of 680 N. Fair Oaks Avenue.

EXHIBIT C

NORTHWEST COMMISSION

ANNUAL WORK PLAN

FY2001-2002



Northwest Programs Division
Planning & Development Department
October 2001
(Commission Approved: October 25, 2001)

EXHIBIT C

**NORTHWEST COMMISSION
ANNUAL WORK PLAN
FISCAL YEAR 2001-2002**

The overall goal of the Northwest Commission continues to be the achievement of its mission statement, which is to "work with the residents of Northwest Pasadena to identify the unmet needs of the Northwest community, and act as a strong advocate to preserve and improve the quality of life for the residents, so as to bring the area into social and economic parity with the balance of the Pasadena community".

In pursuit of this mission, the Commission proposes to pursue the following measured and accomplishable objectives during fiscal year 2001-2002.

1. Complete and submit the Northwest Community Plan to the City Council for adoption and monitor implementation of the Plan
2. Develop monthly schedule for presentations by City Departments to assess progress of Budgeted Projects in Northwest
3. Commission study to improve non-fee Transportation bus routes (Arts bus) for Northwest Residents to access work centers
4. Work with community to make the Northwest Renaissance Festival an annual event beginning with the 2002 BCS Festival Event
5. Conduct Development Opportunities and Partnerships Workshops with property owners, developers, and residents to discuss development opportunities in Northwest Pasadena
6. Develop bulky item trash pickup marketing campaign for Northwest Pasadena to help alleviate dumping in the community
7. Monitor CDBG projects operating in the Northwest for fiscal year 2001-2002
8. Continue to oversee, approve, and make recommendations to City Council on all projects targeted for the Northwest or which could impact its residents, its housing or its commercial component