



TUESDAY, FEBRUARY 9, 2016
MINUTES OF THE REGULAR MEETING OF THE
SAN PASCUAL STABLES SUBCOMMITTEE
OF THE CITY OF SOUTH PASADENA

CALL TO ORDER

A Regular Meeting of the San Pascual Stables Subcommittee was called to order by Committee Chair Rosen on Tuesday, February 9, 2016, at 6:33 p.m., in the Amedee O. "Dick" Richards, Jr., Council Chamber, located at 1424 Mission Street, South Pasadena, California.

1. ROLL CALL

Present: Committee Member Daniel Krienbring, Vice-Chair Kay Findley, and Chair Ron Rosen.

Absent: Committee Member Howell-Ardila

Other Officials and Staff

Present: Councilmember/City Council Liaison Richard D. Schneider, M.D., Mayor Pro Tem/City Council Liaison Michael A. Cacciotti*, Community Services Director/Staff Liaison Sheila Pautsch, and Management Assistant/Recording Secretary Natalie Sanchez.

* Mayor Pro Tem/City Council Liaison Cacciotti arrived at 7:00 p.m.

2. MINUTES FOR APPROVAL

MOTION BY VICE-CHAIR FINDLEY, SECOND BY COMMITTEE MEMBER KRIENBRING, CARRIED 3-0, to approve the Minutes of the January 12, 2016 San Pascual Stables Subcommittee Regular Meeting, as presented.

3. PUBLIC PARTICIPATION

None.

4. PRESENTATIONS

None.

ACTION/DISCUSSION

5. DISCUSSION AND DIRECTION REGARDING THE SUBCOMMITTEE TASKS

Item No. 5 was reordered to be heard after the last Action/Discussion Item No. 8 (Stable Agreement Finances).

6. STABLES ACTIVITIES AND PRICING

Director Pautsch provided a list of activities and events that occur at the Stables such as boarding, birthday parties, riding academy, and summer camp; summarized the Stables site plan, noting that the site contains a total of 158 stalls, of which 142 stalls are available for rent and 16 are being used for storage, tack rooms, and offices; advised that 48 stalls are currently vacant. In response to Committee inquiries, Director Pautsch stated that she will provide the committee with information related the average vacancy rate of stalls and ratio of stall owners that are South Pasadena residents.

The Committee requested that staff provide an updated site plan.

7. FILMING AT STABLES

Director Pautsch summarized the filming which has occurred at the Stables in the past two years. In response to Committee inquiries, Director Pautsch advised that the City is not privy to the amount of revenue generated via filming at the Stables, noting that an audit would be necessary to ascertain such information.

Committee discussion ensued relative to whether the existing lease agreement permits the lessee to generate revenue through filming. It was agreed that filming revenue should be added to the list of deal points to be considered for the new lease agreement.

8. STABLE AGREEMENT FINANCES

Director Pautsch reviewed the current lease agreement finances and distributed quarterly and annual financial reports; advised that the City is currently receiving approximately \$50,000 annually from the lease agreement.

During the course of discussion, it was suggested that an audit is needed to determine the full revenue generated by the current lessee. Director Pautsch advised that she will request that the City's Finance Department consider conducting an audit of the revenues generated by the lessee. It was noted that the lessee may dispute that certain revenues are proprietary and therefore would not be disclosed.

The Committee requested that staff provide the Stable's 2015 Annual Financial Report when it becomes available.

5. DISCUSSION AND DIRECTION REGARDING THE SUBCOMMITTEE TASKS (Continued)

Director Pautsch reviewed the Committee’s tasks and timeline.

Vice-Chair Findley suggested that the list of deal points include a provision to address the need for CPR and first aid training.

The Committee requested that staff provide the maintenance annual audit proof of inspection.

During the course of discussion, it was requested that staff agendize discussion of whether to recommend to the City Council that the San Pascual Stables property continue to be used exclusively as an equestrian center.

MOTION BY COMMITTEE MEMBER KRIENBRING, SECOND BY CHAIR ROSEN, CARRIED 3-0, to recommend that the City hire a consultant with expertise in equestrian facilities to assess the lease’s potential market value as an equestrian center and an auditor to determine all revenues currently generated.

COMMUNICATIONS

9. CITY COUNCIL LIAISON REPORT

Chair Rosen invited Mayor Mahmud to address the Subcommittee. Mayor Mahmud thanked the Committee Members for their service, noting their attention to detail and robust deliberative process; advised that the City is developing a Code of Ethics and Values, for the City Council and its advisory bodies, which will soon be considered by the City Council.

10. COMMITTEE REPORTS

None.

11. STAFF LIAISON REPORT

None.

ADJOURNMENT

The Subcommittee adjourned at 8:03 p.m.

Respectfully Submitted:



Natalie Sanchez
Recording Secretary

Approved By:



Ron Rosen
San Pascual Stables Subcommittee Chair