



**MINUTES OF THE REGULAR MEETING OF THE  
PARKS AND RECREATION COMMISSION  
OF THE CITY OF SOUTH PASADENA CONVENED  
CONVENED THIS 9<sup>TH</sup> DAY OF MARCH 2015, AT 6:30 P.M.  
AMEDEE O. "DICK" RICHARDS, JR., COUNCIL CHAMBERS  
1424 MISSION STREET**

**1.ROLL CALL**

Chair Arturo Salinas convened the Regular Meeting of the South Pasadena City Parks and Recreation Commission at 6:32 p.m.

Staff R. Martin called the roll. Present were Commission Members Rosen, Gin, and Chair Salinas. Vice Chair Zavala and Commissioner Taylor not present at roll call, but arrived shortly after.

Other Officials and Staff present: City Council Liaison Diana Mahmud Community Services Director/ Staff Liaison Sheila Pautsch and Staff R. Martin.

**2. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF  
FEBRUARY 9<sup>TH</sup>, 2015.**

**MOTION:** Commission approved the minutes of the regular February 9<sup>th</sup> meeting. By unanimous voice vote, the motion passed. Abstain: None

(Salinas, Rosen)

**3.PUBLIC PARTICIPATION**

NONE.

**4.CONCEPTUAL DOG PARK PLANS**

NONE

## **5. NOMINATION OF A MEMBER TO SERVE ON THE SAN PASQUAL SUBCOMMITTEE**

Chair Salinas introduces the item and would like at this time for commissioners to nominate a representative. Commissioner Rosen volunteered himself.

**MOTION:** Ron Rosen will be the new Parks and Recreation Commission Representative for the San Pasqual Subcommittee. By unanimous voice vote, the motion passed. Absent: None.

(Salinas, Gin)

## **6. PARK ASSIGNMENT FOR COMMISSIONERS**

Director Pautsch presents the item. Each Commissioner is assigned to oversee one City Park. Director Pautsch goes over the list of responsibilities each commissioner would be accounted for when given a Park Assignment. Each Commissioner volunteers itself as follows: Arroyo Park assigned to Commissioner Gin, Garfield Park assigned to Commissioner Rosen, Orange Grove Park assigned to Vice Chair Zavala, War Memorial assigned to Chair Salinas, Eddie Park assigned to Commissioner Taylor.

**MOTION:** Each commissioner has agreed to oversee his or her assigned park. By unanimous voice vote, the motion passed. Absent: None

(Salinas, Rosen)

## **7. UPCOMING EVENTS**

Director Pautsch presented an overview of the Upcoming Parks and Recreation Events from now until the end of Summer 2015. This included Doggy day (March 7<sup>th</sup>), Eggstravaganza (April 4<sup>th</sup>), Movie in the Park (May 15<sup>th</sup>), Community Baseball Night (June 19<sup>th</sup>), Shakespeare in the Park (July 23<sup>rd</sup>), and the Summer Concerts in the Park Series (Sunday's Summer 2015). One correction to the list of items presented was the cancellation of the annual Relay for Life Event that was tentatively planned on April 25<sup>th</sup> 2015. No Motion needed.

## **8. DISCUSSION ON AN ORDINANCE TO PROHIBIT CARNIVAL DEVICES ON THE CITY PARKS**

Director Pautsch presents Coordinator Kim's revised Ordinance. Kim was instructed to share the Commission's suggestions with the City Attorney to explore the legality of the wording in section 2B and look into the possibility of forming a permit process. The City attorney did not recommend any changes be made other than taking out the phrase *by permit only* from section 2B. This specifies that the Community Services Director, or

designee, may allow the use of the attractions otherwise prohibited by this ordinance for City purposes including, without limitations, the City's own recreation programming. Also Director Pautsch discusses the details of what in fact it will take if the Commission would want to move on with having a permit process in place. First these devices would be limited to only being allowed at specific parks with the appropriate space and appropriate surface. Along with a regular park permit process fee, additional fees will include a \$50 park administration fee that would also need to be taken to City Council for a fee structure approval, estimate cost of hourly staff for supervision, as well as making sure company providing the devices have a million dollar liability insurance. Commissioner Ron asked Director Pautsch if she only really envisions these devices being used at our own City events. She agrees, mainly because of the staff supervision needed. City Council Liaison Mahmud wants to clarify if the permit process is or is not in place with ordinance at this time. Director Pautsch clarifies that at this moment the ordinance does not have a permit process for outside groups in place. The City is the only entity allowed to use these devices unless the Commission comes up with a permit process to be put into place. Also, this ordinance gives the City a municipal code for PD to enforce if individuals are caught with these devices from now on. City Council Liaison Mahmud also wants to clarify what devices qualify as "carnival devices". Director Pautsch explains that that is the most used term that not only covers bounce houses, but other devices that may have high liability. She will ask City Attorney if there is another term to be put on the ordinance for clarification.

**MOTION:** Approve the Amended City Ordinance for Carnival Devices as is and no further changes be suggested at this time. By unanimous voice vote, the motion passed.  
Absent: None

(Salinas, Rosen)

## **9. CAPITAL IMPROVEMENT PROJECTS FOR 2015-2016**

Director Pautsch presents the upcoming Capital Projects. No Motion is needed. Included are the Dog Park construction, Iron Works Museum Exterior paint and termite repair, War Memorial HVAC unit replacements, Orange Grove Tennis Court lighting replacements and seven sets of new Bleachers.

Commissioner Rosen has questions about both the condition of the current bleachers at Orange Grove Park, and the if the new Community Center will take the tennis court away in the future. Director Pautsch explains that not only are the bleachers over 15 years old, the bleachers will need to be updated for safety reasons as well. At this time Director Pautsch does not have an exact answer about the Community Center, but will put the request in. The tennis court lighting update will only repair the top unit, not the entire unit, mainly for energy saving reasons. City Council Liaison Mahmud inquires about and whether funding from Edison has been explored for both the tennis court lighting and the HVAC units at War Memorial. Director Pautsch clarifies that the first step is submitting

these items. Second step would be to have our Grant Analyst look into the possible financial help from other companies.

**10. CITY COUNCIL LAISON REPORT**

City Council Liaison Mahmud gave her positive feedback on Doggy Day. Wanted to note that it was well attended and was an overall great event. Also, apologizes for missing last months meeting due to a trip out of state.

**12. COMMISSIONER REPORT**

Commissioner Gin apologizes for not attending last month's meeting due to recent trip out of the Country. Vice Chair Zavala apologizes for not attending last month's meeting due to a Fundraiser event. Commissioner Rosen gave his positive feedback on Doggy Day. Chair Salinas gave commissioners an update on the new SPEF thermometer on Fair Oaks St. that displays the current fundraising amounts donated as well as ads for upcoming SPEF events. Commissioner Taylor does not have anything to report.

**ADJOURMENT**

By consensus, the Commission adjourned at 7:00 p.m. The next Commission meeting will be held on Monday April 13<sup>th</sup>, 2015.

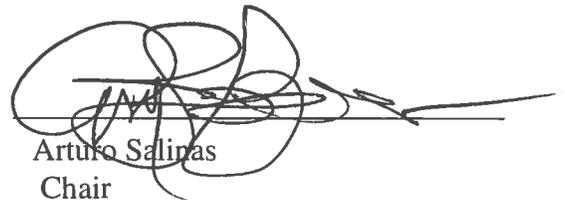
(Salinas, Gin)

Respectfully Submitted:



Sheila Pautsch  
Community Services Director

Approved By:



Arturo Salinas  
Chair