



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

1. ROLL CALL

Chair Salinas convened the Regular Meeting of the Parks and Recreation Commission at 6:36 p.m.

Staff R. Martin called the roll. Present were Chair Salinas, Commissioner Members Rosen and Taylor

Excused Absence: Commissioner Gin, Staff Liaison Pautsch

Other Officials and Staff present: City Council Liaison Mahmud, Recreation Supervisor/Staff Liaison L. Hakobian, and Staff Reyna Salazar-Martin.

Not Present: Vice-Chair Zavala

2. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF SEPT 14TH, 2015.

MOTION: Commission approved the minutes of the regular July 13th meeting. By unanimous voice vote, the motion passed.

(Rosen, Taylor)

3. PUBLIC PARTICIPATION

None

4. PRESENTATIONS/(ACTION/DISCUSSION)

None

ACTION AND/OR DISCUSSION ITEMS

5. FIELD PERMITS

Parks and Recreation Supervisor Hakobian presented two applications for field use from regular annual field users; South Pasadena Little League and Mayfield Senior School. Both have been reviewed and approved by the Department Supervisor and have been cleared to not interfere with other group's reservations as well as for scheduled field closers for maintenance. Staff recommendation is to approve both.

MOTION: Commission approved both South Pasadena Little League and Mayfair Senior School applicants for filed use. By unanimous vote, the motion passed.

(Rosen, Salinas)

6. UPDATE ON STABLES COMMITTEE

Supervisor Hakobian updated Commission on the set date the San Pasqual Stables Subcommittee will meet. As of this moment City Council has approved subcommittee meet the second Tuesday of each month. The first meeting will take place on January 12th, 2016. No motion is needed at this time. Commissioner Rosen will be serving on the Subcommittee.

7. DOG PARK UPDATE

Supervisor Hakobian presented item. The final layout has been submitted and at this time are waiting for approval. Once approved, RFP will be process for construction. Estimated time for groundbreaking set for April 2016. The City received a grant for a total \$208,000 from Supervisor Michael Antonovich designated for the Dog Park bringing our total to \$530,728 for construction of the Dog Park. The construction also includes a walkway from Arroyo Park. No motion is needed at this time.

8. NOMINATIONS FOR SUMMER CONCERT SERIES

Supervisor Hakobian presented item. Two Commissioners from the Parks and Recreation Commission are required to serve on the Summer Concert Subcommittee. Chair Salinas and Commissioner Taylor volunteer. Their fist meeting will be sometime in January.

MOTION: Commission approved the nomination and appointment of Chair Salinas and Commissioner Taylor to serve on the Summer Concert Series Subcommittee for 2015. By unanimous vote, the motion passed.

(Salinas, Rosen)

9. DISCUSSION ON CONCERT SCHEDULE

Supervisor Hakobian presented item. Commission was given a report by Parks and Recreation Staff A. Kim regarding a recommended change for the 2016 Summer Concert Series. The memo included a tentative schedule of the City's 2016 Summer Event Season. Concert dates are subject to change because it will ultimately depend on the availability of the bands chosen. Also included on the list of events are two movie dates and a Shakespeare in the Park, Holiday program, a bicycling event. The Commission gave their positive feedback on the tentative schedule and very much like the idea of the concerts being spread out. They appreciate the variety of events offered as well as incorporated all recommendations they have offered. No motion is needed at this time.

10. CITY COUNCIL LIAISON REPORT

Mayor Pro Tem Mahmud complimented Supervisor Hakobian on the success of the Recreation's Spooktacular annual Halloween event, her only recommendation would be to provide more food trucks and more kid friendly food options as well as more areas for community members to sit. She gave more positive feedback on the community turnout and how well organized and smoothly it ran. She also wanted to add a comment regarding the Dog Park. Though the City was very thankful for the grants received and approved that were designated to the Dog Park, she is hesitant to utilize the entire amount allocated for the construction alone. She would like to see active participation from Friends of the Dog Park to fulfill their role in fundraising amenities as they have said to want to do in the past, i.e fundraising for lighting. Lastly, She would like to know the status of the finalization of the pocket park located in front of the Community Garden. Supervisor Hakobian did let Commission know she and Parks supervisor have been working together on scheduling maintenance. Also, and RFP for bidding on an architect have gone out and are due in December of this year. Liaison Mahmud will report back to those inquiring about that issue.

12. COMMISSION REPORTS

Commissioner Taylor asked about the Caltrans lots. Supervisor Hakobian updates commission that Caltrans and the City are still in the negotiating phase. Commissioner Rosen gave his overview and positive feedback on the Wine and Song event held at the Golf course facility. Chair Salinas updated the Commission on his *Vecinos* event that was held at War Memorial; it was very well attended and set a new revenue record. He asked staff about the possibility of having the option to dim the lights. Supervisor Hakobian assured Commission that a request is currently with Public Works. He also wanted to compliment the staff assigned the night of the event for doing a great job in assisting.

13. STAFF LIAISON REPORT

Supervisor Hakobian reminded those who serve on the Community Center Ad Hoc Committee and Arroyo Seco Golf Course Subcommittee of the upcoming scheduled meetings. She will take Liaisons Mahmuds suggestion for next years Halloween event as well as shared her own positive feedback on the event. She provided the Commission with the finalized Policy and Procedures packet and reminded Commission about their upcoming Breakfast with Santa event at War Memorial on December 12th, the Thanksgiving schedule for Camp Med, Senior Center Thanksgiving Luncheon on the 25th, City Hall Closure on Nov.25th and early closer of the Community services division due to IT software update. The City will also be closed on both Nov. 26th and 27th in observance of Thanksgiving. Lastly, the Healing Garden application received in September is still under review until they make contact with the family.

ADJOURNMENT

By consensus, the Commission adjourned at 7:12p.m. The next Commission meeting will be held on Monday, December 14th, 2015.

Respectfully Submitted:



Sheila Pautsch
Community Services Director

Approved By:



Arturo Salinas
Chair