



**MINUTES OF THE REGULAR MEETING OF THE  
PARKS AND RECREATION COMMISSION  
OF THE CITY OF SOUTH PASADENA CONVENED  
THIS 14<sup>TH</sup> DAY OF DECEMBER 2015, AT 6:30 P.M.  
AMEDEE O. "DICK" RICHARDS, JR., COUNCIL CHAMBERS  
1424 MISSION STREET**

**1. ROLL CALL**

Commissioner Rosen convened the Regular Meeting of the Parks and Recreation Commission at 6:32 p.m.

Staff R. Martin called the roll. Present were Commissioner Members Rosen, Taylor, and Gin. Chair Salinas, Vice Chair Zavala arrived shortly after roll call.

Excused Absence: none

Other Officials and Staff present: City Council Liaison D. Mahmud, Community Services Director/ Staff Liaison S. Pautsch , and Staff R. Salazar-Martin.

Not Present: none

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

**MOTION:** Commission approved the minutes of the regular November 9<sup>th</sup> meeting. By unanimous voice vote, the motion passed. Abstain: Commissioner Gin, Absent for that meeting.

(Taylor, Rosen)

**3. PUBLIC PARTICIPATION**

None

#### **4. PRESENTATIONS/(ACTION/DISCUSSION)**

None

#### **ACTION AND/OR DISCUSSION ITEMS**

#### **5. DISCUSSION ON 2015 PLAYGROUND AUDIT**

Parks and Recreation Coordinator A. Kim presented item and provided Commission with report on the 2015 Playground Audit. This Audit report included findings of the inspection of the quality of each playground within the City limits. Each are verified for compliance of all Association for Testing and Materials (ASTM) and United States Consumer Product Safety Commission (USCPS) requirements. Coordinator Kim listed items the Audit found would need further attention and maintenance. One finding was the need to replace the unitary rubberized surfacing at Garfield and Orange Grove Park. No motion by Commission is needed at this time. Also Routine play sand rototilling will be necessary at these parks as well. Additionally, engineered wood fibers (EWF) will need to be added to the surfacing at Arroyo and Eddie Park. Parks and Recreation will return to present a report at a later time once maintenance/construction is approved as well as repair and park closer dates are determined.

#### **6. ANNUAL REPORT OF SAN PASCUAL STABLES**

Director Pautsch presents item and has provided report from San Pascual General Partner Renato Corzo. This report describes all contract, guidelines, and maintenance updates. Commissioner Gin commends the San Pascual Stables for an outstanding job in maintaining their contract and upkeep. He strongly recommends renewing their lease.

**MOTION:** Commission will receive and file letter sent from San Pascual Stables. By unanimous voice vote, the motion passed.

(Gin, Taylor)

#### **7. REVIEW OF PROPOSED CAPITAL IMPROVEMENT LIST AND CS DEPT. FACILITY AND PARK IMPROVEMENTS**

Director Pautsch presented item. Commission was provided report of all City Parks and Recreation Commission Proposed Capital Projects ranging from Small (<\$250,000) to Large (>\$500,000) within 2014-2015. Commission is asked to review all items presented and give their recommendation on how items should be prioritized for completion. Also, if they have any other project they would like to propose. All items are to be presented and prioritized at next Parks and Recreation meeting on January 11th 2016. Director Pautsch also provided Commission with a Community Services Department Facility and

Park Improving list update; dates of completion are provided next to item. No motion is needed at this time.

## **8. CITY COUNCIL LIAISON REPORT**

City Council Liaison Mayor Mahmud wants to share that she is looking into raising our Park Impact Fees as they have not increased in seven years as verified by the City Manager. She would like to bring up item at next Council Meeting and will update Commission with more information as to how City Council would like to proceed.

## **9. COMMISSION REPORTS**

Commissioner Gin would like to share his report on Breakfast with Santa December event he attended. He would like to commend the Recreation Department on how well organized and well attended it was. Also, he noticed many improvements done to the War Building where it was held. Commissioner Zavala would like to update the Commission on the Annual Tiger Run. He also inquired about what City Outreach programs we provide for our homeless population. Director Pautsch informed the Commission that at this moment the City does not have a specific Outreach program, but the Fire Department did hold a free holiday luncheon on December 12th. Chair Zavala thanked Commissioner Salinas for a successful Tiger Run Event He also would like to inquire about how plausible it would be to make the Stable parking lot larger, the current lot is not enough for the amount of activity. Commissioner Rosen does not have any updates. Commissioner Taylor gave her update on the San Pasqual Subcommittee.

## **10. STAFF LIAISON REPORT**

Director Pautsch gave her update on a successful Breakfast with Santa Event. Also would like to remind Commission on the upcoming Snow Day on Saturday, January 23<sup>rd</sup> and gave the list of activities planned. She would like to also give an update on the scheduling for the Summer Concert Series for 2016. Lastly, she would like to remind Commissioner Rosen and Chair Salinas about their term status on the Parks and Recreation Commission and instructions on how to either renew or decline serving a second term.

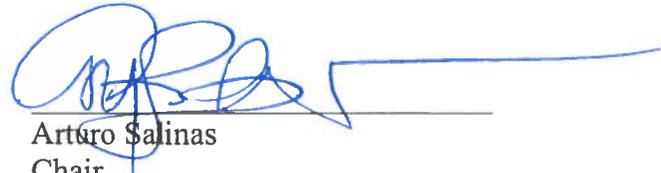
**ADJOURNMENT**

By consensus, the Commission adjourned at 7:40 p.m. The next Commission meeting will be held on Monday, February 8<sup>th</sup>, 2016.

Respectfully Submitted:

  
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Sheila Pautsch  
Community Services Director

Approved By:

  
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Arturo Salinas  
Chair