



**CITY OF SOUTH PASADENA
COMMUNITY SERVICES COMMISSION SPECIAL MEETING**

**MINUTES
TUESDAY, DECEMBER 16, 2025, AT 5:00 P.M.**

CALL TO ORDER:

The Special Meeting of the South Pasadena Community Services Commission was called to order by Chair Samuels on Tuesday, December 16, 2025, at 5:00 P.M. The South Pasadena Senior Center is located at 1102 Oxley Street, South Pasadena, California.

ROLL CALL:

PRESENT

Chair	Bryan Samuels
Vice Chair	Stephen L. Plotkin
Commissioner	Leslie Albe Field
Commissioner	Anne Bagasao
Commissioner	Mackenzie Z. Moore
Commissioner	Anthony W. Lai
Commissioner	Lauren Weinberger
Mayor	Janet Braun

Melissa Snyder, Community Services Deputy Director, announced a quorum.

CITY STAFF PRESENT:

Melissa Snyder, Community Services Deputy Director; and Nathalie Wilcox, Community Services Supervisor were present at Roll Call.

PLEDGE OF ALLEGIANCE:

The Flag Salute was led by Vice Chair Plotkin.

PUBLIC COMMENT

- PUBLIC COMMENT – GENERAL (NON-AGENDA ITEMS)**
None

ACTION/DISCUSSION

- REVIEW AND CONSIDER APPROVAL OF THE ARROYO NORTH FIELD MAINTENANCE MEMO**

Community Service Deputy Director Snyder presented this item.

Recommendation

It is recommended that the Community Services Commission review and consider approval of the Arroyo North Field Maintenance Memo.

COMMISSION ACTION AND MOTION

A motion was made by Commissioner Lai, seconded by Chair Samuels, and approved by roll call vote to approve the Arroyo North Field Maintenance Memo. The motion carried 7-0-1-0, by the following vote:

- AYES:** Samuels, Plotkin, Bagasao, Field, Lai, Weinberger
- NOES:** None
- ABSENT:** Moore
- ABSTAINED:** None

PUBLIC HEARING

COMMUNICATIONS

3. CITY COUNCIL LIAISON COMMUNICATIONS

- Mayor Braun wished all the Commissioners a happy holidays. She also provided additional clarification on Ordinance No. 2406 regarding commission composition and meeting schedules.

4. COMMISSIONER COMMUNICATIONS

- Commissioner Lai thanked Mayor Braun for an insightful State of the City and provided an update on the South Pasadena Police Department's Citizens Police Academy that both him and Commissioner Weinberger participated in. He also thanked staff for the Breakfast with Santa event.
- Commissioner Weinberger also provided input on the Citizens Police Academy and noted the importance and need of mental health resources.
- Commissioner Moore thanked everyone for her time on the Commission.
- Vice Chair Plotkin inquired regarding 2026 meeting schedule. Community Services Deputy Director Snyder noted that an ordinance would be brought to the January meeting for formal adoption of meeting schedule.
- Commissioner Bagasao inquired when the court use policy and a desire to have another discussion regarding the item. Community Services Deputy Director Snyder confirmed the item would be brought back in 2026.

5. STAFF LIAISON COMMUNICATIONS

- Community Services Deputy Director thanked Commissioner Moore for her participation on the Commission. She also provided information on the pocket park ribbon cutting ceremonies scheduled for December 17, 2025 and an update on the 4th of July Festival of Balloons sky show celebration.

PUBLIC COMMENT- CONTINUED

6. CONTINUED PUBLIC COMMENT-GENERAL

None

ADJOURNMENT

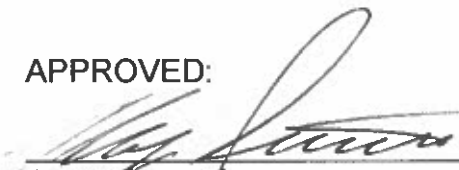
There being no further matters, Chair Samuels adjourned the meeting of the Community Services Commission at 5:32 P.M. to the next Regular Community Services Commission meeting scheduled for January 12, 2026.

Respectfully submitted:



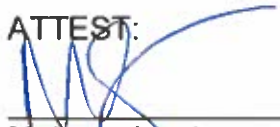
Melissa Snyder
Community Services Deputy Director

APPROVED:



Bryan Samuels
Chair

ATTEST:



Melissa Snyder
Community Services Deputy Director

Approved at Community Services Commission Meeting: January 12, 2026