



**CITY OF SOUTH PASADENA
COMMUNITY SERVICES COMMISSION**

AGENDA
MONDAY, FEBRUARY 9, 2026, AT 6:30 P.M.

**AMEDEE O. "DICK" RICHARDS JR. COUNCIL CHAMBERS
1424 MISSION STREET, SOUTH PASADENA, CA 91030**

South Pasadena Commission Statement of Civility

As your appointed governing board, we will treat each other, members of the public, and city employees with patience, civility and courtesy as a model of the same behavior we wish to reflect in South Pasadena for the conduct of all city business and community participation. The decisions made today will be for the benefit of the South Pasadena community and not for personal gain.

NOTICE ON PUBLIC PARTICIPATION & ACCESSIBILITY

The South Pasadena Community Services Commission Meeting will be conducted in-person from the Amedee O. "Dick" Richards, Jr. Council Chambers, located at 1424 Mission Street, South Pasadena.

Public participation may be made as follows:

- In Person – Council Chambers, 1424 Mission Street, South Pasadena, CA 91030
- Via Zoom – **Webinar ID: 824 1689 5308**
Passcode: 547050
- Written Public Comment – written comment must be submitted by 12:00 p.m. the day of the meeting by emailing to msnyder@southpasadenaca.gov.
- Via Phone – +1-669-900-6833 and entering the Zoom Meeting ID listed above.

Meeting may be viewed at:

1. Go to the Zoom website, <https://zoom.us/join> and enter the Zoom Meeting information; or
2. Click on the following unique Zoom meeting link:
<https://us06web.zoom.us/j/82416895308?pwd=0VfsfiZWN1WUhhYU93PSJMpwbVaXZDGB.1>

CALL TO ORDER: Chair Bryan Samuels

ROLL CALL:

Chair	Bryan Samuels
Vice Chair	Stephen L. Plotkin
Commissioner	Leslie Albe Field
Commissioner	Anne Bagasao
Commissioner	Anthony W. Lai
Commissioner	Tessa Petrich
Commissioner	Lauren Weinberger

PLEDGE OF ALLEGIANCE: Commissioner Anthony W. Lai

PUBLIC COMMENT GUIDELINES (*Public Comments are limited to 3 minutes*)

The City welcomes public input. Members of the public can comment on a non-agenda subject under the jurisdiction of the Community Services Commission or on an agenda item, you may participate **by one of the following options**:

Option 1:

Participate in-person at the Council Chambers.

Option 2:

Public Comment speakers have three minutes to address the Commission, however, the Chair and Commission can adjust time allotted as needed. Participants will be able to “raise their hand” using the Zoom icon during the meeting, and they will have their microphone un-muted during comment portions of the agenda to speak.

Option 3:

Email public comment(s) to msnyder@southpasadenaca.gov

Public Comments received in writing will not be read aloud at the meeting but will be part of the meeting record. Written public comments will be uploaded online for public viewing under Additional Documents. There is no word limit on emailed Public Comment(s). Please make sure to indicate:

- 1) Name (optional), and
- 2) Agenda item you are submitting public comment on.
- 3) Submit by no later than **12:00 p.m.**, on the day of the Commission meeting.

PLEASE NOTE: The Chair may exercise the Chair's discretion, subject to the approval of the majority of the Commission to adjust public comment(s) to less than three minutes.

NOTE: Pursuant to State law, the Commission may not discuss or take action on issues not on the meeting agenda, except that members of the Commission or staff may briefly respond to statements made or questions posed by persons exercising public testimony rights (Government Code Section 54954.2). Staff may be asked to follow up on such items.

PUBLIC COMMENT**1. PUBLIC COMMENT – GENERAL (NON-AGENDA ITEMS)**

General Public Comment will be limited to 30 minutes at the beginning of the agenda. If there are speakers remaining in the queue, they will be heard at the end of the meeting.

Only Speakers who sign up in the first 30 minutes of public comment will be queued up to speak.

INTRODUCTION**2. INTRODUCTION OF NEW COMMISSIONER****CHANGES TO THE AGENDA****3. REORDERING OF, ADDITIONS, OR DELETIONS TO THE AGENDA**

CONSENT CALENDAR**OPPORTUNITY TO COMMENT ON CONSENT CALENDAR**

Items listed under the Consent Calendar are considered by the City Manager to be routine in nature and will be enacted by one motion unless a public comment has been received or Commission requests otherwise, in which case the item will be removed for separate consideration. Any motion relating to an ordinance or a resolution shall also waive the reading of the ordinance or resolution and include its introduction or adoption as appropriate.

4. CONSIDERATION OF APPROVAL OF THE COMMUNITY SERVICES COMMISSION MEETING MINUTES FOR JANUARY 12, 2026Recommendation

It is recommended that the Commission consider the approval of the minutes for the Community Services Commission Meeting on January 12, 2026.

5. CONSIDERATION OF APPROVAL OF THE COMMUNITY SERVICES COMMISSION SPECIAL MEETING MINUTES FOR JANUARY 20, 2026Recommendation

It is recommended that the Commission consider the approval of the minutes for the Community Services Commission Special Meeting on January 20, 2026.

ACTION/DISCUSSION**6. PARKS COMPREHENSIVE PLAN PRESENTATION**Recommendation

It is recommended that the Commission receive a presentation regarding the Parks Comprehensive Plan and provide feedback.

7. COMMUNITY SERVICES DEPARTMENT 2026 WORK PLAN PRESENTATIONRecommendation

It is recommended that the Commission receive a presentation regarding the Community Services Department 2026 Work Plan.

8. ADOPT A PARK PROGRAM 2025 FEEDBACK AND 2026 PARK ASSIGNMENT CONSIDERATIONRecommendation

It is recommended that the Community Services Commission:

1. Discuss and provide feedback regarding observations, priorities, and trends identified through the Adopt A Park Program during calendar year 2025; and
2. Consider and finalize the selection of parks to be assigned to Commissioners as part of the Adopt A Park Program for calendar year 2026.

9. CONSIDERATION TO PROVIDE FEEDBACK FOR A 2026 FIFA WORLD CUP UNOFFICIAL PUBLIC VIEWING PARTY

Recommendation

It is recommended that the Community Services Commission consider the following:

1. Provide feedback on whether the City should continue evaluating the potential for a 2026 FIFA World Cup unofficial public viewing event at Garfield Park; and
2. Provide feedback on the potential event scope and components for staff consideration.

10. CONSIDERATION OF SUBCOMMITTEE APPOINTMENTS FOR 2026 SUMMER EVENTSRecommendation

It is recommended that the Commission consider appointing two (2) Commissioners to serve on a subcommittee to assist staff with 2026 Summer Events planning, including Concerts and Movies in the Park.

11. CONSIDERATION OF SELECTION AND APPOINTMENT OF CHAIR AND VICE CHAIRRecommendation

It is recommended that the Commission consider selecting and appointing a Chair and Vice Chair.

COMMUNICATIONS**12. CITY COUNCIL LIAISON COMMUNICATIONS****13. COMMISSIONER COMMUNICATIONS****14. STAFF LIAISON COMMUNICATIONS****PUBLIC COMMENT – CONTINUED****15. CONTINUED PUBLIC COMMENT – GENERAL**

This time is reserved for speakers in the public comment queue not heard during the first 30 minutes of Item 1. No new speakers will be accepted at this time.

ADJOURNMENT***FOR YOUR INFORMATION*****FUTURE COMMUNITY SERVICES COMMISSION MEETINGS**

APRIL 13, 2026	REGULAR COMMISSION MEETING	6:30 P.M.
MAY 11, 2026	SPECIAL COMMISSION MEETING	6:30 P.M.
JUNE 8, 2026	CANCELLED	

PUBLIC ACCESS TO AGENDA DOCUMENTS AND BROADCASTING OF MEETINGS

Commission meeting agenda packets, any agenda related documents, and additional documents are available online for public inspection on the City's website:

<https://www.southpasadenaca.gov/government/boards-commissions>

AGENDA NOTIFICATION SUBSCRIPTION

If you wish to receive an agenda email notification, please contact the City Clerk’s Division via email at CityClerk@southpasadenaca.gov or call (626) 403-7230.

ACCOMMODATIONS

 The City of South Pasadena wishes to make all of its public meetings accessible to the public. If special assistance is needed to participate in this meeting, please contact the City Clerk’s Division at (626) 403-7230 or CityClerk@southpasadenaca.gov. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Notification at least 48 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II).

CERTIFICATION OF POSTING

*I declare under penalty of perjury that I posted this notice of agenda for the meeting to be held on **February 9, 2026**, on the bulletin board in the courtyard of City Hall at 1414 Mission Street, South Pasadena, CA 91030, and on the City’s, website as required by law, on the date listed below.*

02/05/2026 /S/

Date Melissa Snyder, Community Services Deputy Director



Community Services Commission Agenda Report

ITEM NO. 4

DATE: February 9, 2026

FROM: Melissa Snyder, Community Services Deputy Director

SUBJECT: **CONSIDERATION OF APPROVAL OF THE COMMUNITY SERVICES COMMISSION MEETING MINUTES FOR JANUARY 12, 2026**

Recommendation

It is recommended that the Commission consider approval of the minutes for the Community Services Commission Meeting on January 12, 2026.

Attachment:

Attachment No. 1 – Draft Community Services Commission January 12, 2026 Meeting Minutes

ATTACHMENT 1

Item No. 4 – Draft Community Services Commission
January 12, 2026 Meeting Minutes



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

**MINUTES
MONDAY, JANUARY 12, 2026, AT 6:30 P.M.**

CALL TO ORDER:

The Regular Meeting of the South Pasadena Community Services Commission was called to order by Vice Chair Plotkin on Monday, January 12, 2026, at 6:34 P.M. The City Council Chambers is located at 1424 Mission Street, South Pasadena, California.

ROLL CALL:

PRESENT

Vice Chair	Stephen L. Plotkin
Commissioner	Anne Bagasao
Commissioner	Anthony W. Lai
Commissioner	Lauren Weinberger
Councilmember	Janet Braun

ABSENT

Chair	Bryan Samuels
Commissioner	Leslie Albe Field

Melissa Snyder, Deputy Community Services 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 Commissioner Weinberger.

PUBLIC COMMENT

1. PUBLIC COMMENT – GENERAL (NON-AGENDA ITEMS)

In-Person Public Comment

Michele Pusateri spoke regarding pickleball courts, maintenance, and enforcement of court rules.

CHANGES TO THE AGENDA

2. REORDERING OF, ADDITIONS, OR DELETIONS TO THE AGENDA

None

3. CONSIDERATION OF APPROVAL OF THE COMMUNITY SERVICES COMMISSION MEETING MINUTES FOR NOVEMBER 10, 2025**Recommendation**

It is recommended that the Commission consider the approval of the minutes for the Community Services Commission Meeting for November 10, 2025.

COMMISSION ACTION AND MOTION

A motion was made to consider approval of the minutes by Commissioner Bagasao, seconded by Commissioner Lai, and approved by roll call vote to approve Item No. 3. The motion carried 4-0-2-0 with the following vote:

AYES: Plotkin, Bagasao, Lai, Weinberger

NOES: None

ABSENT: Samuels, Field

ABSTAINED: None

4. CONSIDERATION OF APPROVAL OF THE COMMUNITY SERVICES COMMISSION SPECIAL MEETING MINUTES FOR DECEMBER 16, 2025**Recommendation**

It is recommended that the Commission consider the approval of the minutes for the Community Services Commission Meeting for December 16, 2025.

COMMISSION ACTION AND MOTION

A motion was made to consider approval of the minutes by Commissioner Bagasao, seconded by Commissioner Lai, and approved by roll call vote to approve Item No. 4. The motion carried 4-0-2-0 with the following vote:

AYES: Plotkin, Bagasao, Lai, Weinberger

NOES: None

ABSENT: Samuels, Field

ABSTAINED: None

ACTION/DISCUSSION**5. REVIEW AND CONSIDER APPROVAL OF FIELD USE REQUEST FOR SOUTH PASADENA LITTLE LEAGUE**

Community Services Supervisor Wilcox presented the item.

Recommendation

It is recommended that the Commission review and consider approval of the field permit request for South Pasadena Little League.

COMMISSION ACTION AND MOTION

A motion was made to consider approval of the field permit by Commissioner Lai, seconded by Commissioner Weinberger, and approved by roll call vote to approve Item No. 5. The motion carried 4-0-2-0 with the following vote:

AYES: Plotkin, Bagasao, Lai, Weinberger

NOES: None

ABSENT: Samuels, Field

ABSTAINED: None

6. 2025 4TH OF JULY FESTIVAL OF BALLOON EVENT RECAP AND DIRECTION FOR 2026 CELEBRATION

Community Services Deputy Director Snyder presented the item.

Recommendation

It is recommended that the Commission:

1. Receive an overview of the 2025 4th of July Festival of Balloon event;
2. Provide feedback to guide planning efforts for the 2026 event;
3. Provide a recommendation on preferred evening show format:
 - Traditional Firework; or
 - Drone Light Show; or
 - Hybrid fireworks and drone show.

In-Person Public Comment

Tucker Nelson spoke regarding the item.

COMMISSION ACTION AND MOTION

A motion was made to receive and file the report and continue the remaining discussion to the February meeting by Commissioner Lai, seconded by Commissioner Weinberger, and approved by roll call vote to approve Item No. 5. The motion carried 4-0-2-0 with the following vote:

AYES: Plotkin, Bagasao, Lai, Weinberger

NOES: None

ABSENT: Samuels, Field

ABSTAINED: None

7. ADOPTION OF RESOLUTION NO. 2026-01 SETTING THE DATE, TIME AND PLACE OF REGULAR COMMISSION MEETINGS

Community Services Deputy Director Snyder presented the item.

Recommendation

It is recommended that the Commission adopt Ordinance No. 2026-01 setting the date, time and place of Regular Commission Meetings.

COMMISSION ACTION AND MOTION

A motion was made by Commissioner Weinberger, seconded by Commissioner Lai, to adopt Ordinance No. 2026-01. The motion failed on roll call vote of 2-2-2-0, and the Ordinance was not adopted, with the following vote:

AYES: Lai, Weinberger

NOES: Plotkin, Bagasao
ABSENT: Samuels, Field
ABSTAINED: None

A motion was made by Commissioner Lai, seconded by Commissioner Bagasao, to schedule a meeting on February 9, 2026. Staff was directed to confirm procedural requirements with the City Attorney.

COMMUNICATIONS

8. CITY COUNCIL LIAISON COMMUNICATIONS

Councilmember Braun provided an update on Council goal setting and added that Mayor Rossi is working on new commissioner appointments.

9. COMMISSIONER COMMUNICATIONS

- Commissioner Bagasao inquired about forming a subcommittee for the movies and concerts series and expressed appreciation for staff's work on projects ranging from the library site plan to golf course, extending well wished in 2026.
- Commissioner Lai shared new year wishes. He looks forward to continuing to serve and commends staff for their work.
- Commissioner Weinberger echoed the same sentiments in offering good wishes for the new year, noted that the ribbon cutting was a great event, and requested an update on the skate park repairs.
- Vice Chair Plotkin thanked staff, raised concerns about parking capacity at the dog park and possibility of reconfiguring the lot, and noted he will be meeting with Community Services Coordinator Bell regarding the youth services survey.

10. STAFF LIAISON COMMUNICATIONS

Community Services Deputy Director Snyder informed the Commission about a new hire, a full-time Management Aide in the Recreation Division.

PUBLIC COMMENT- CONTINUED

11. CONTINUED PUBLIC COMMENT-GENERAL

None

ADJOURNMENT

There being no further matters, Vice Chair Plotkin adjourned the meeting of the Community Services Commission at 7:40 P.M. to the next Regular Community Services Commission meeting scheduled for February 9, 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: February 9, 2026

DRAFT



Community Services Commission Agenda Report

ITEM NO. 5

DATE: February 9, 2026

FROM: Melissa Snyder, Community Services Deputy Director

SUBJECT: **CONSIDERATION OF APPROVAL OF THE COMMUNITY SERVICES COMMISSION SPECIAL MEETING MINUTES FOR JANUARY 20, 2026**

Recommendation

It is recommended that the Commission consider approval of the minutes for the Community Services Commission Special Meeting on January 20, 2026.

Attachment:

Attachment No. 1 – Draft Community Services Commission January 20, 2026 Special Meeting Minutes

ATTACHMENT 1

Item No. 5 – Draft Community Services Commission
January 20, 2026 Special Meeting Minutes



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

**MINUTES
MONDAY, JANUARY 20, 2026, AT 7:00 P.M.**

CALL TO ORDER:

The Special Meeting of the South Pasadena Community Services Commission was called to order by Chair Samuels on Monday, January 20, 2026, at 7:01 P.M. The City Council Chambers is located at 1424 Mission Street, South Pasadena, California.

ROLL CALL:

PRESENT

Chair	Bryan Samuels
Vice Chair	Stephen L. Plotkin
Commissioner	Leslie Albe Field
Commissioner	Anthony W. Lai
Commissioner	Lauren Weinberger

ABSENT

Commissioner	Anne Bagasao
Councilmember	Janet Braun

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

CITY STAFF PRESENT:

Lucy Hakobian, Community Services Director; Melissa Snyder, Community Services Deputy Director; Nathalie Wilcox, Community Services Supervisor were present at Roll Call. City Manager Todd Hileman and Assistant City Manager/CFO Nick Kimball were also present.

PLEDGE OF ALLEGIANCE:

The Flag Salute was led by Commissioner Field.

PUBLIC COMMENT

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

ACTION/DISCUSSION

2. CONSIDERATION TO PROVIDE A RECOMMENDATION ON PREFERRED FORMAT FOR THE 2026 FOURTH OF JULY EVENING SHOW

Community Services Deputy Director Snyder presented this item.

Recommendation

It is recommended that the Community Services Commission provide a recommendation to the City Council regarding the preferred show format for the 4th of July evening show:

1. Traditional Fireworks Show;
2. Drone Light Show; or
3. Hybrid Fireworks and Drone Light Show.

COMMISSION ACTION AND MOTION

A motion was made to recommend the traditional fireworks show by Chair Samuels, seconded by Commissioner Lai, and approved by roll call vote to approve Item No. 2. The motion carried 4-1-1-0 with the following vote:

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

COMMUNICATIONS**3. CITY COUNCIL LIAISON COMMUNICATIONS**

None

4. COMMISSIONER COMMUNICATIONS

Commissioner Weinberger inquired about staff interaction with other cities, and information on this was provided in the staff report.

5. STAFF LIAISON COMMUNICATIONS

None

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 7:21 P.M. to the next Regular Community Services Commission meeting scheduled for February 9, 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: February 9, 2026

DRAFT



Community Services Commission Agenda Report

ITEM NO. 6

DATE: February 9, 2026

FROM: Melissa Snyder, Community Services Deputy Director

SUBJECT: **PARKS COMPREHENSIVE PLAN PRESENTATION**

Recommendation

It is recommended that the Commission receive a presentation regarding the Parks Comprehensive Plan and provide feedback.

Executive Summary

RHA Landscape-Architects and Planners, Inc. will provide the Community Services Commission with a presentation on the Parks Comprehensive Plan, including the community profile, findings from public input, priority investment ratings, and results of the park assessment. The presentation will also outline the next steps and anticipated timeline for the planning process.

Background

On July 17, 2024, City Council awarded a contract to RHA Landscape-Architects and Planners, Inc. to develop the Parks Comprehensive Plan. Project work and staff coordination began in December 2024. Key leader and stakeholder focus groups, as well as community listening sessions, were conducted in January 2025. A statistically valid community survey was released in June 2025, followed by an additional online survey in July 2025.

Analysis

The City is developing a Parks Comprehensive Plan to support long-range planning for parks, recreation facilities, and related amenities. The planning process includes a combination of community engagement and technical analysis to establish a clear understanding of existing conditions and community priorities.

This presentation will provide an overview of: (1) the community profile and engagement approach; (2) findings from public input, including themes and priorities identified through surveys and outreach; (3) priority investment ratings to help understand community preferences for potential improvements; (4) results from the park assessment, including observations related to park conditions, amenities, and functionality; and (5) the next steps in the planning process and anticipated timeline.

This agenda item is intended to share the findings completed to date and receive Commission feedback and questions prior to proceeding into the next phase of work, which will focus on development and refinement of plan recommendations.

Fiscal Impact

There is no direct fiscal impact associated with receiving the presentation and providing feedback. Any fiscal impacts related to future recommendations or implementation measures will be evaluated and presented through the City's standard review and budget processes.

Public Notification

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website.

Attachment:

Item No. 6 – PowerPoint Presentation of South Pasadena Parks Comprehensive Plan Findings

ATTACHMENT 1

Item No. 6 – PowerPoint Presentation of South Pasadena
Parks Comprehensive Plan Findings

SOUTH PASADENA PARKS COMPREHENSIVE PLAN

FINDINGS

February 2026





COMMUNITY PROFILE

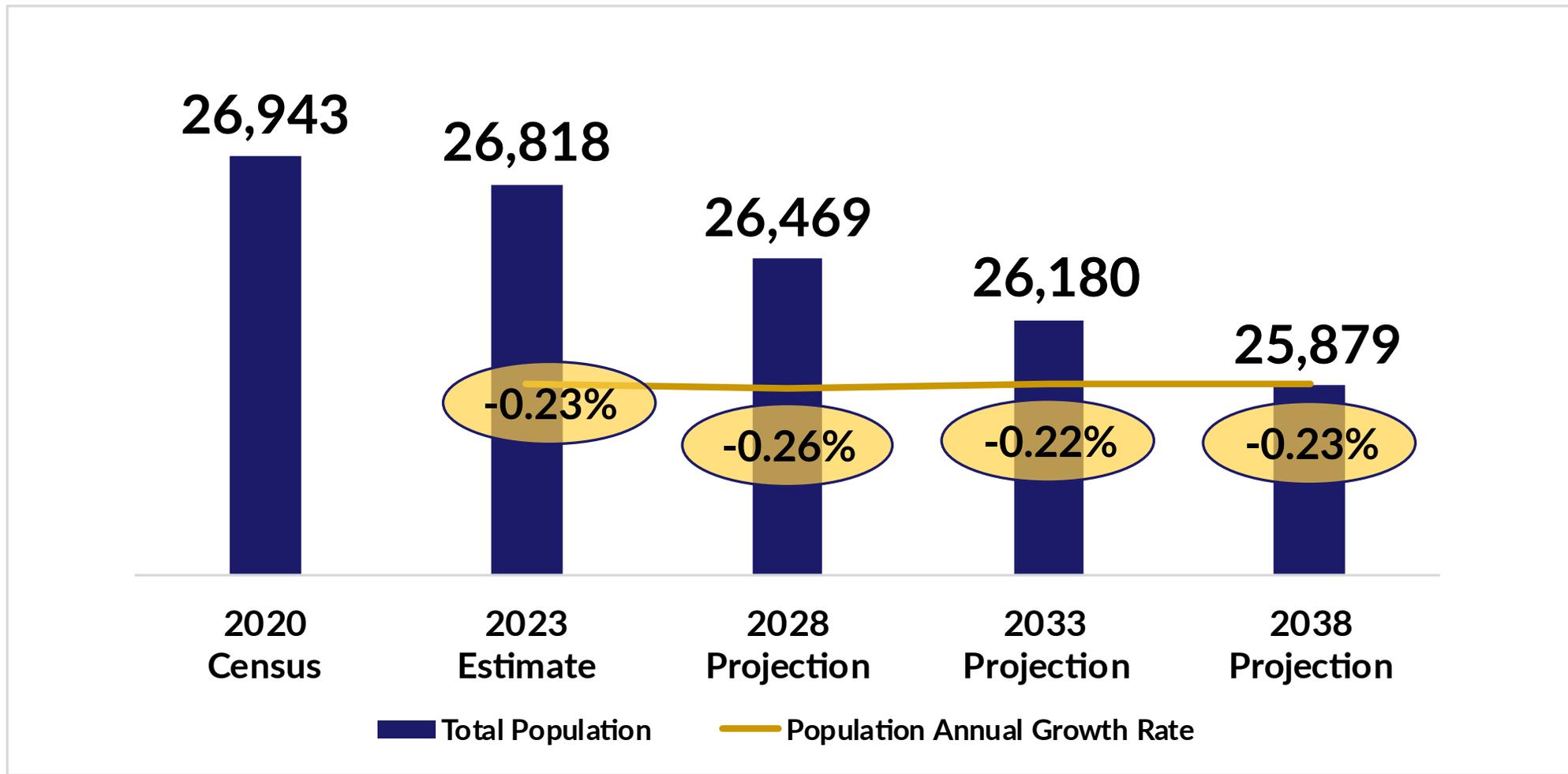
70%

of South Pasadena residents live within a

10-minute walk

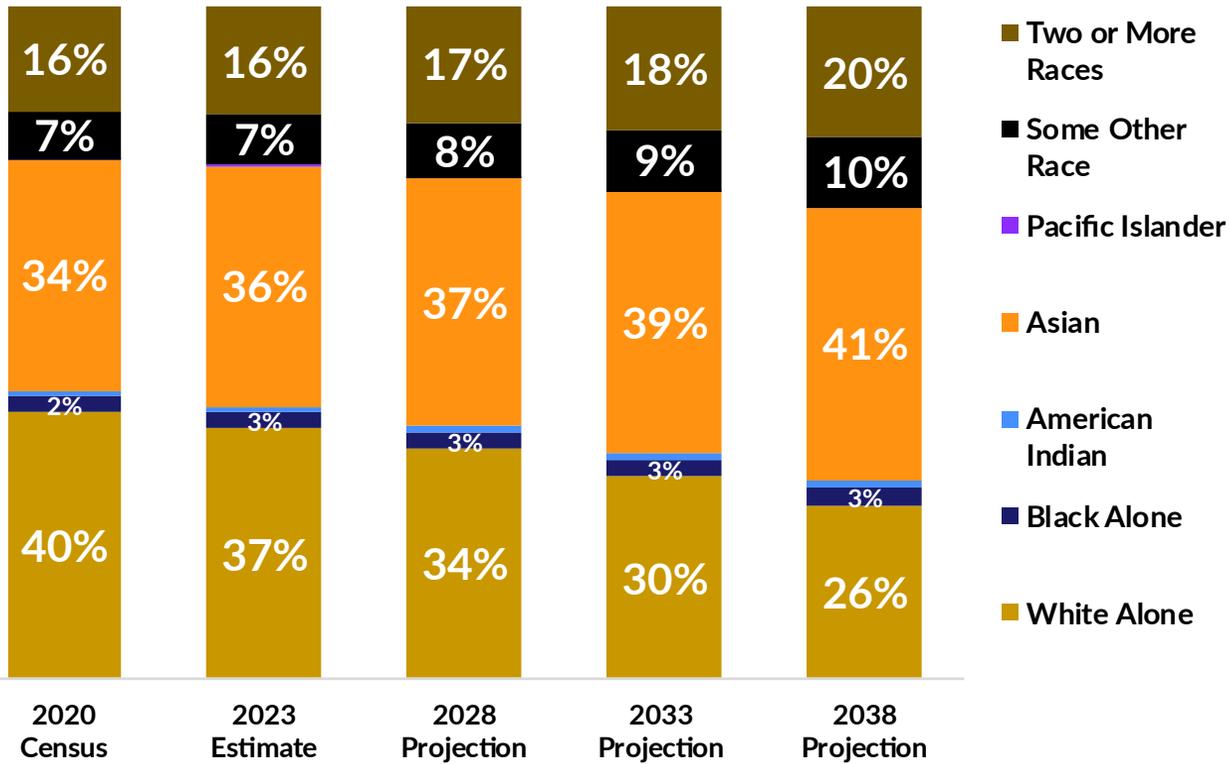
of a park

National Median: 55%



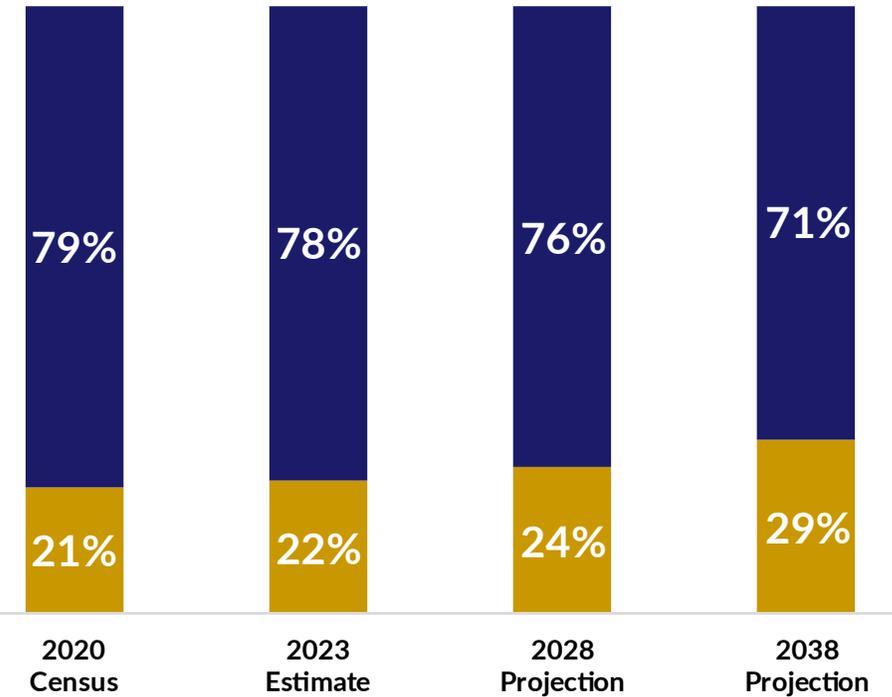
Population

RACE

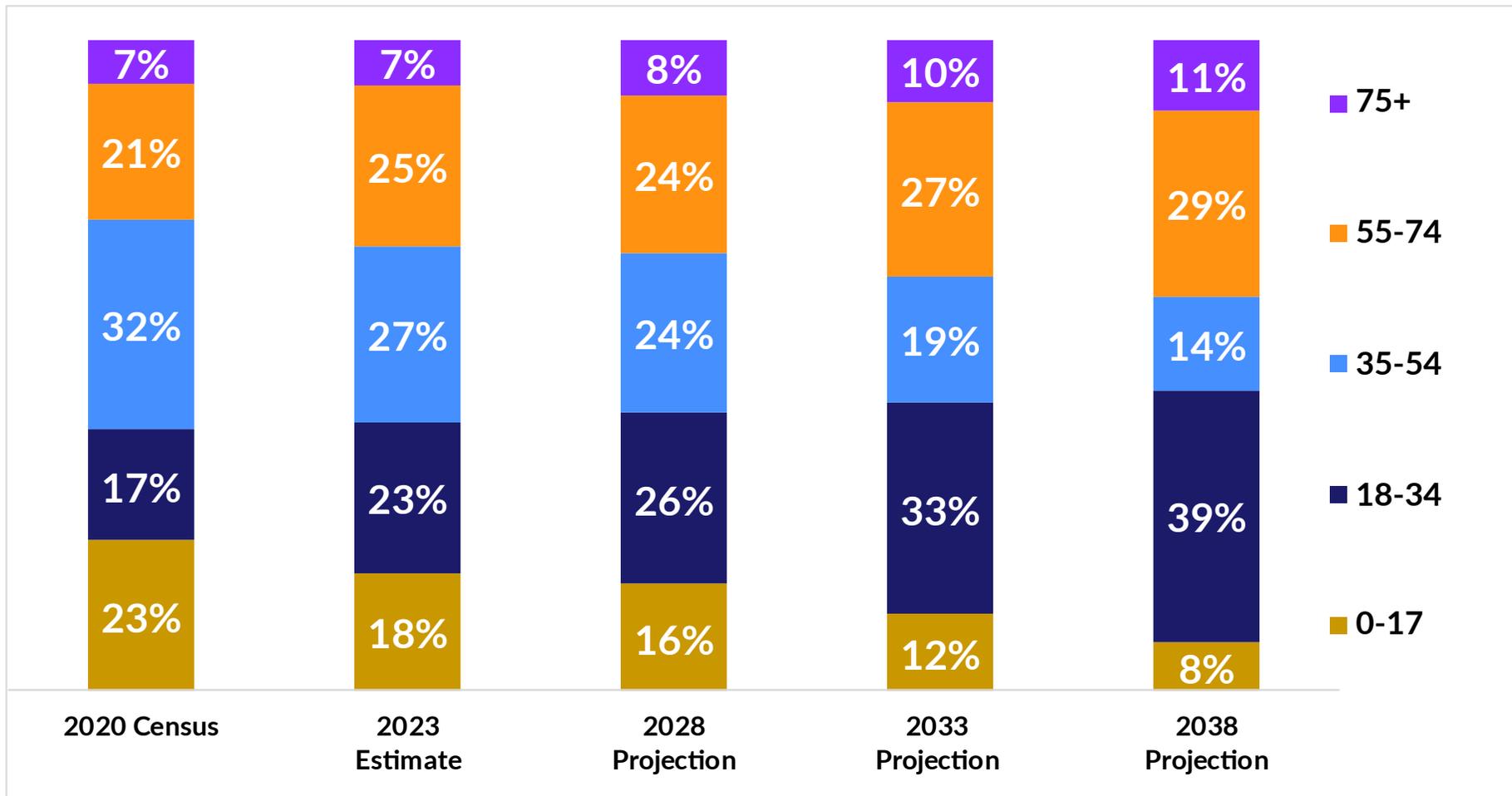


HISPANIC POPULATION

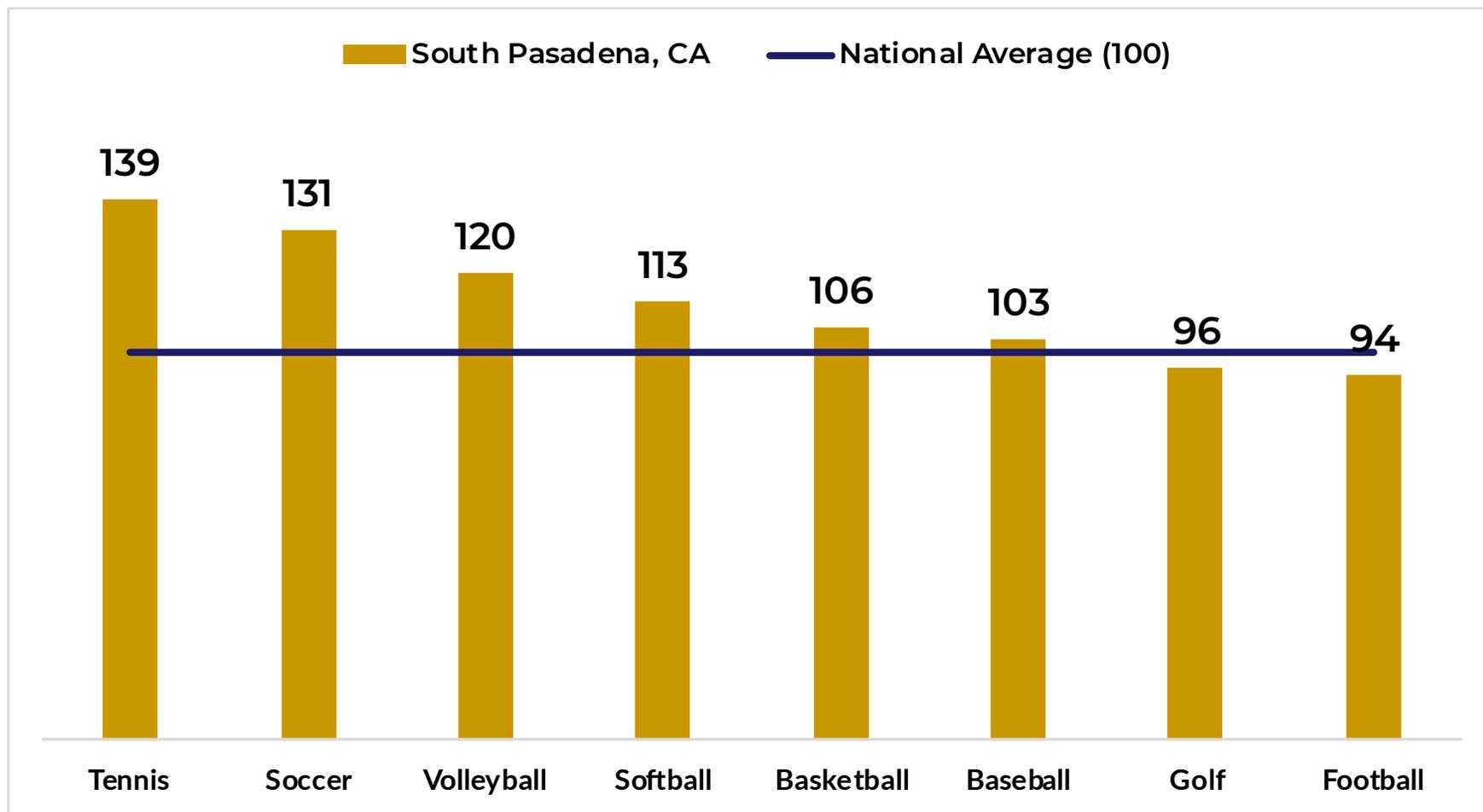
■ Hispanic / Latino Origin (any race) ■ All Others



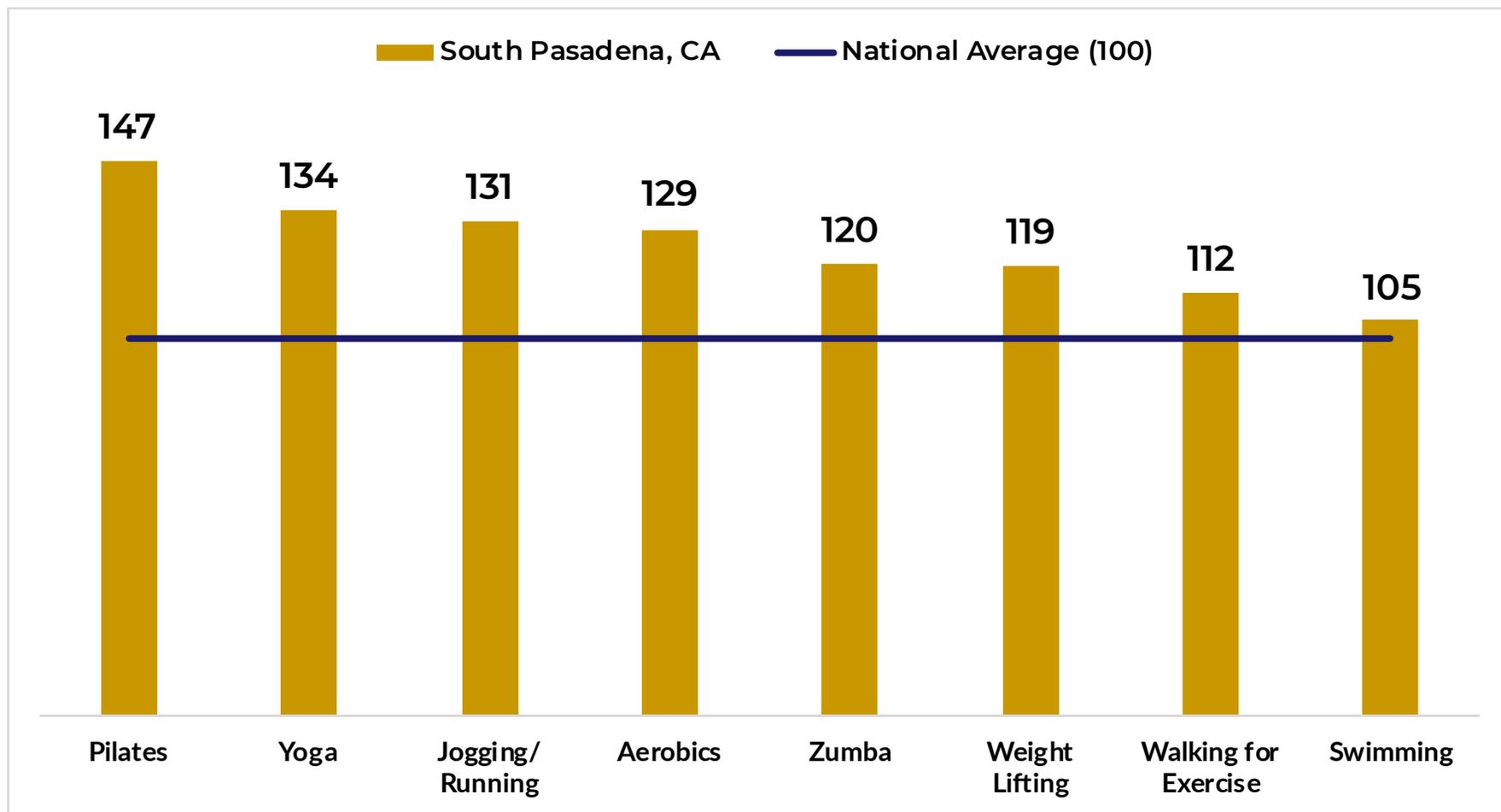
Race/Ethnicity



Age Segments



General Sports MPI



Fitness MPI



PUBLIC INPUT



1,000+

PARTICIPANTS

446

STATISTICALLY VALID SURVEYS

581

ONLINE COMMUNITY SURVEYS

14

**KEY LEADER/STAKEHOLDER
INTERVIEWS & FOCUS GROUPS**

2

PUBLIC INPUT MEETINGS

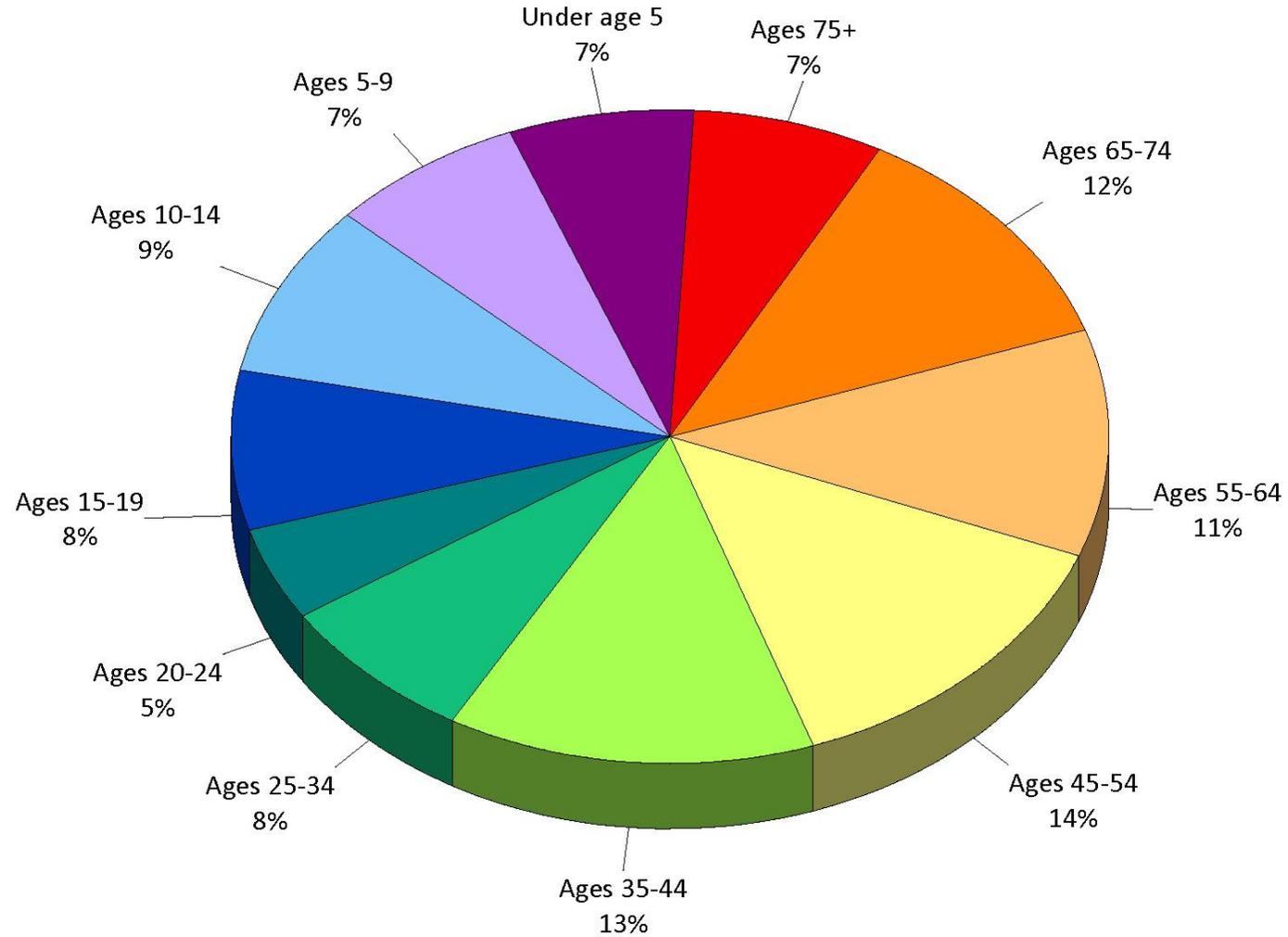
Statistically-Valid Survey

- Goal – 400 Surveys
 - **COMPLETED - 446 SURVEYS**
- 95% Level of Confidence
- +/- 4.6% Margin of error
- Results only from resident households in South Pasadena



Q1. Counting yourself, how many people in your household are...

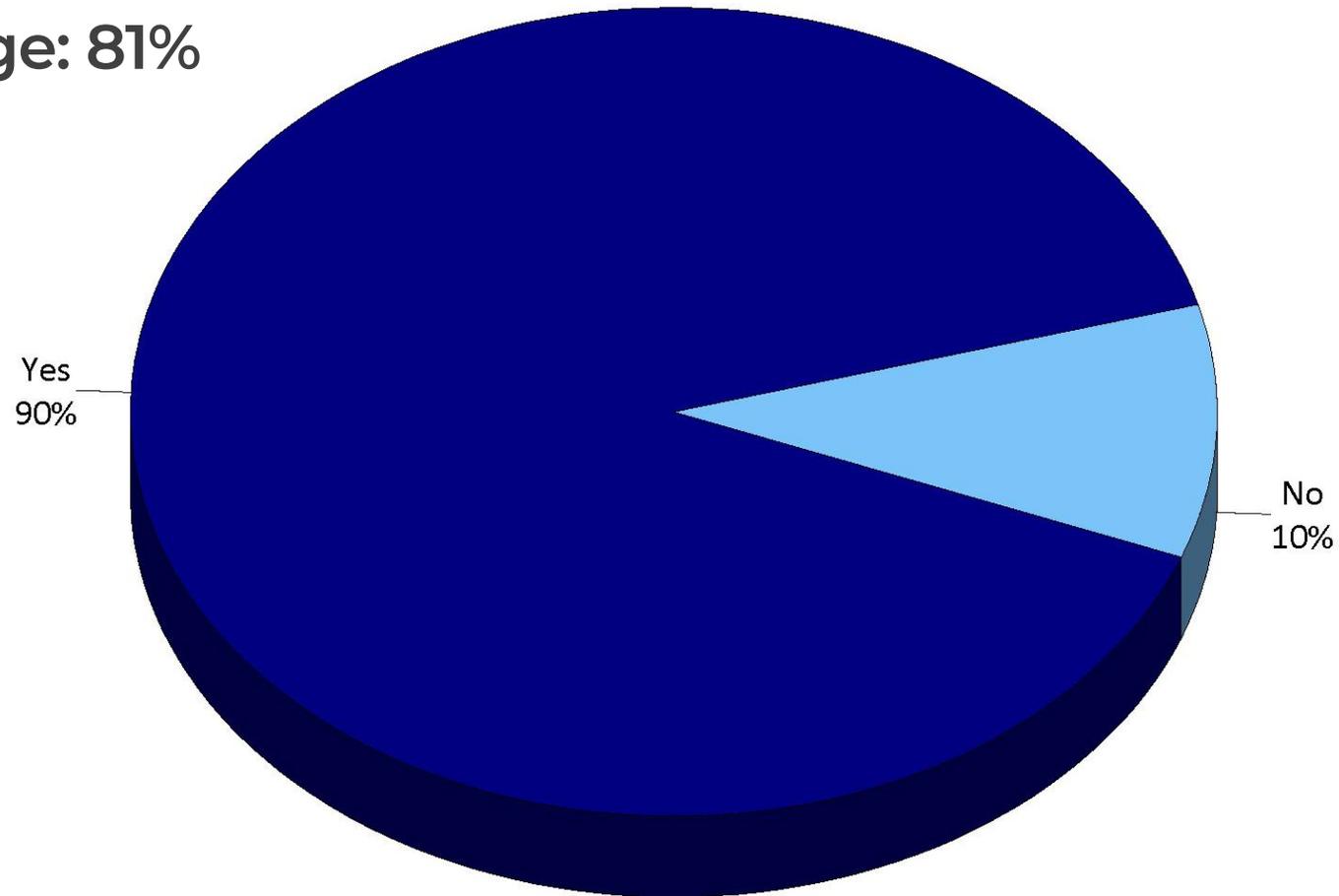
by percentage of persons in household



Q2. Have you or any member of your household visited any parks or recreation facilities offered by the City of South Pasadena during the past 12 months?

by percentage of respondents (excluding "not provided")

National Average: 81%



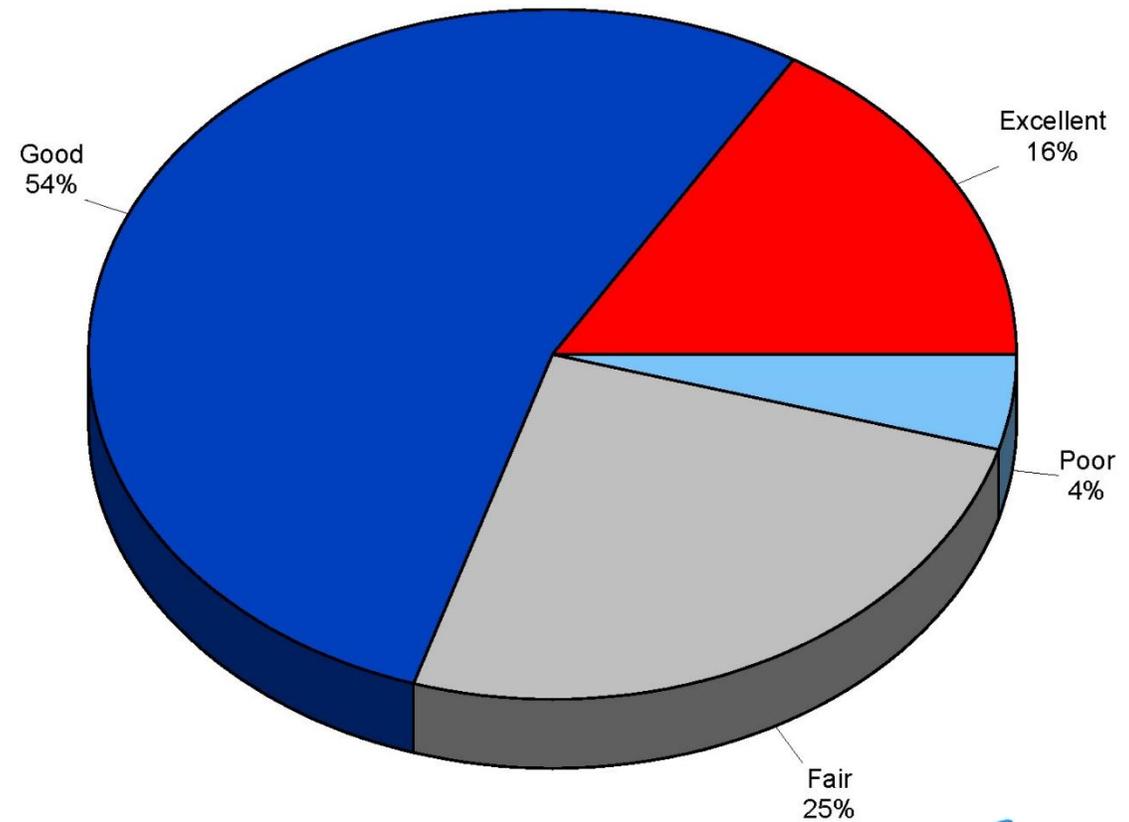
Rated Parks “Excellent” or “Good”

National Average: 79%

South Pasadena: 70%

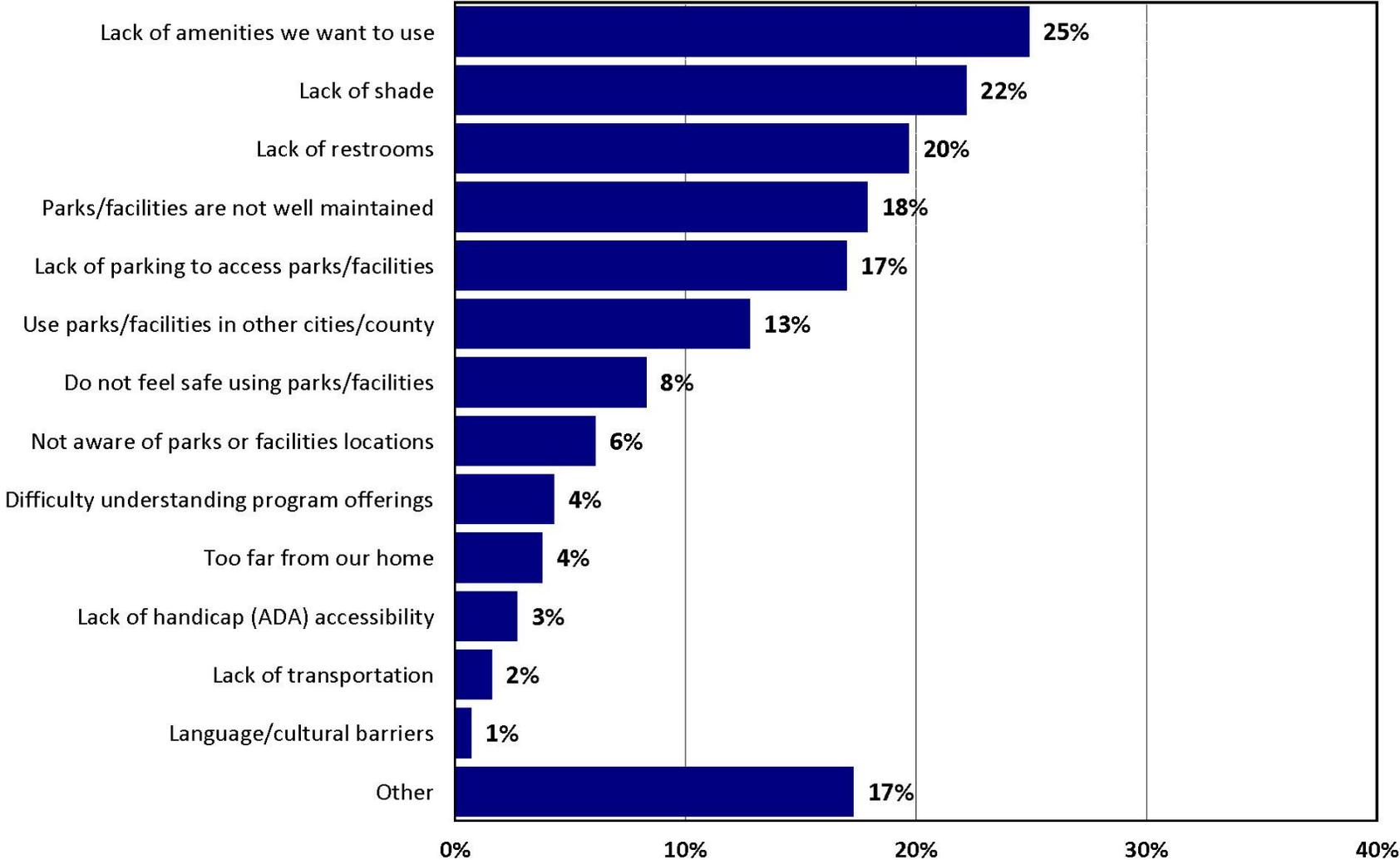
Q2a. Overall, how would you rate the physical condition of ALL the City of South Pasadena parks and recreation facilities you have visited?

by percentage of respondents (excluding "not provided")



Q3. Please CHECK ALL the following reasons that prevent you or members of your household from visiting City of South Pasadena parks and recreation facilities more often.

by percentage of respondents



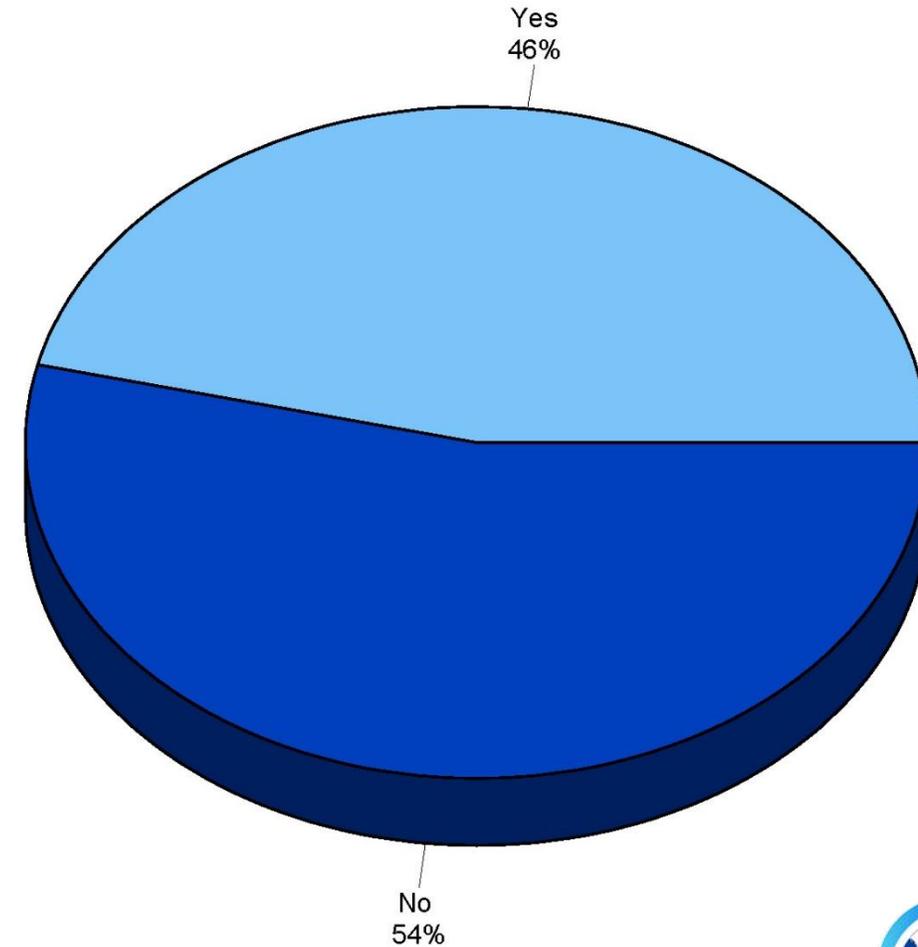
Program Participation in Past Year

National Average: 32%

South Pasadena: 46%

Q7. Has your household participated in any programs or events offered by the City of South Pasadena Community Services Department during the past 12 months?

by percentage of respondents (excluding "not provided")



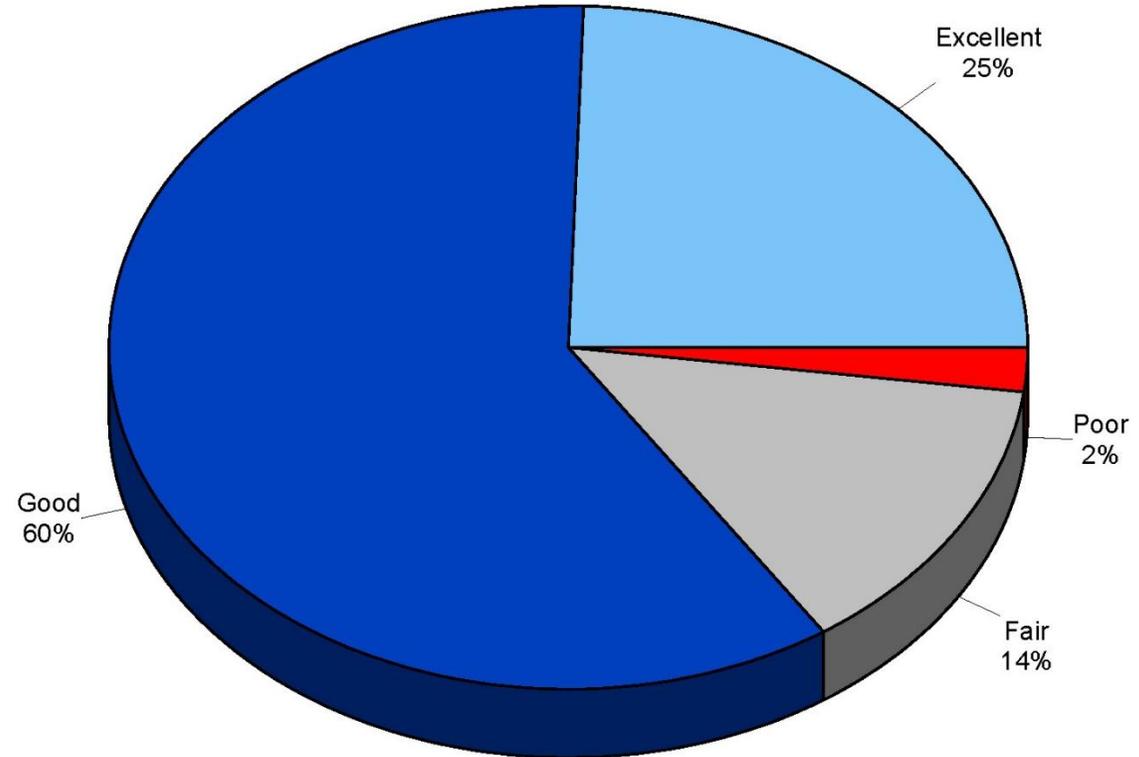
Rated Programs “Excellent” or “Good”

National Average: 80%

South Pasadena: 74%

Q7a. How would you rate the overall quality of the City of South Pasadena Community Services Department programs or events in which your household has participated?

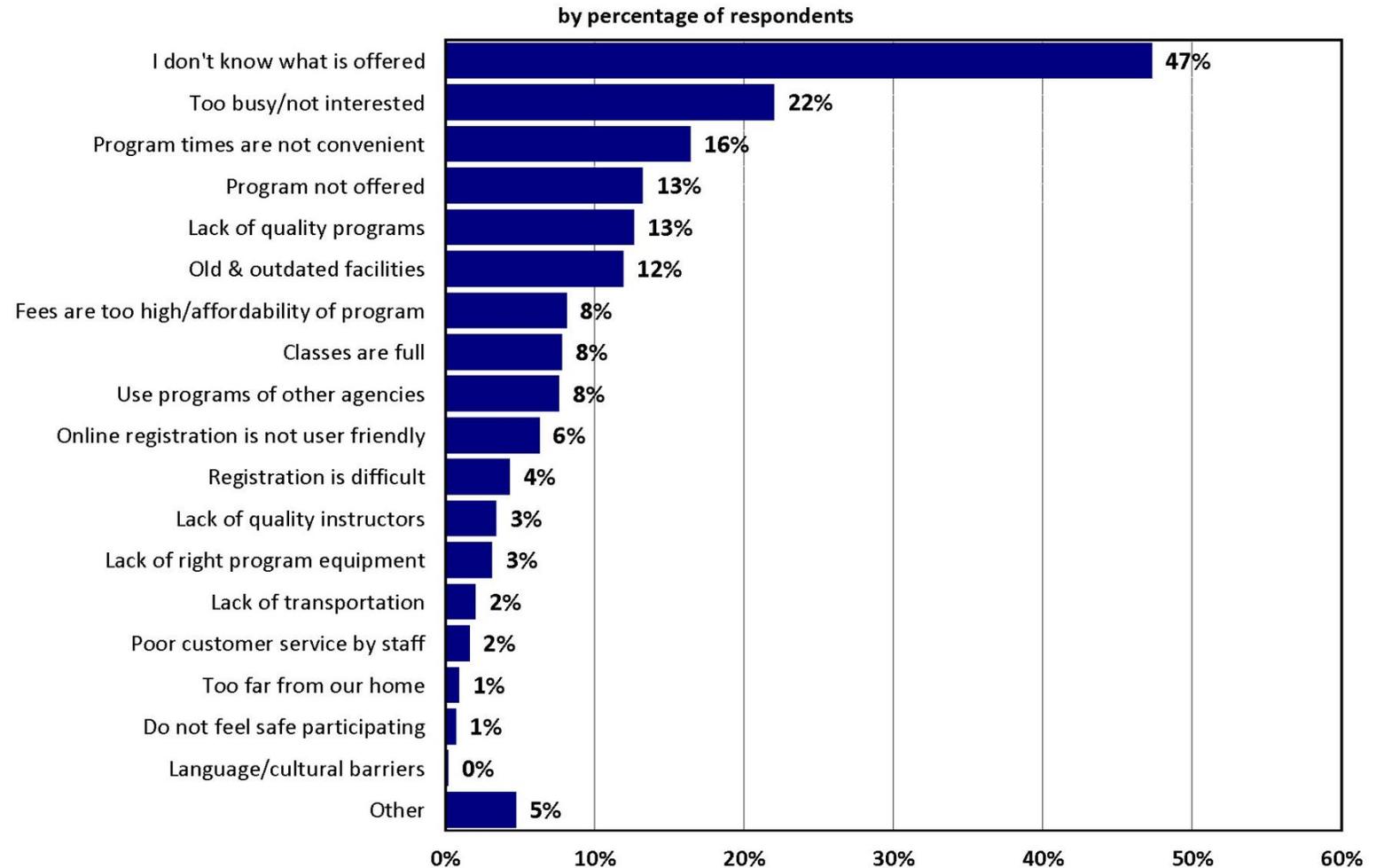
by percentage of respondents (excluding "not provided")



Top 5 Barriers to Participation (National Average)

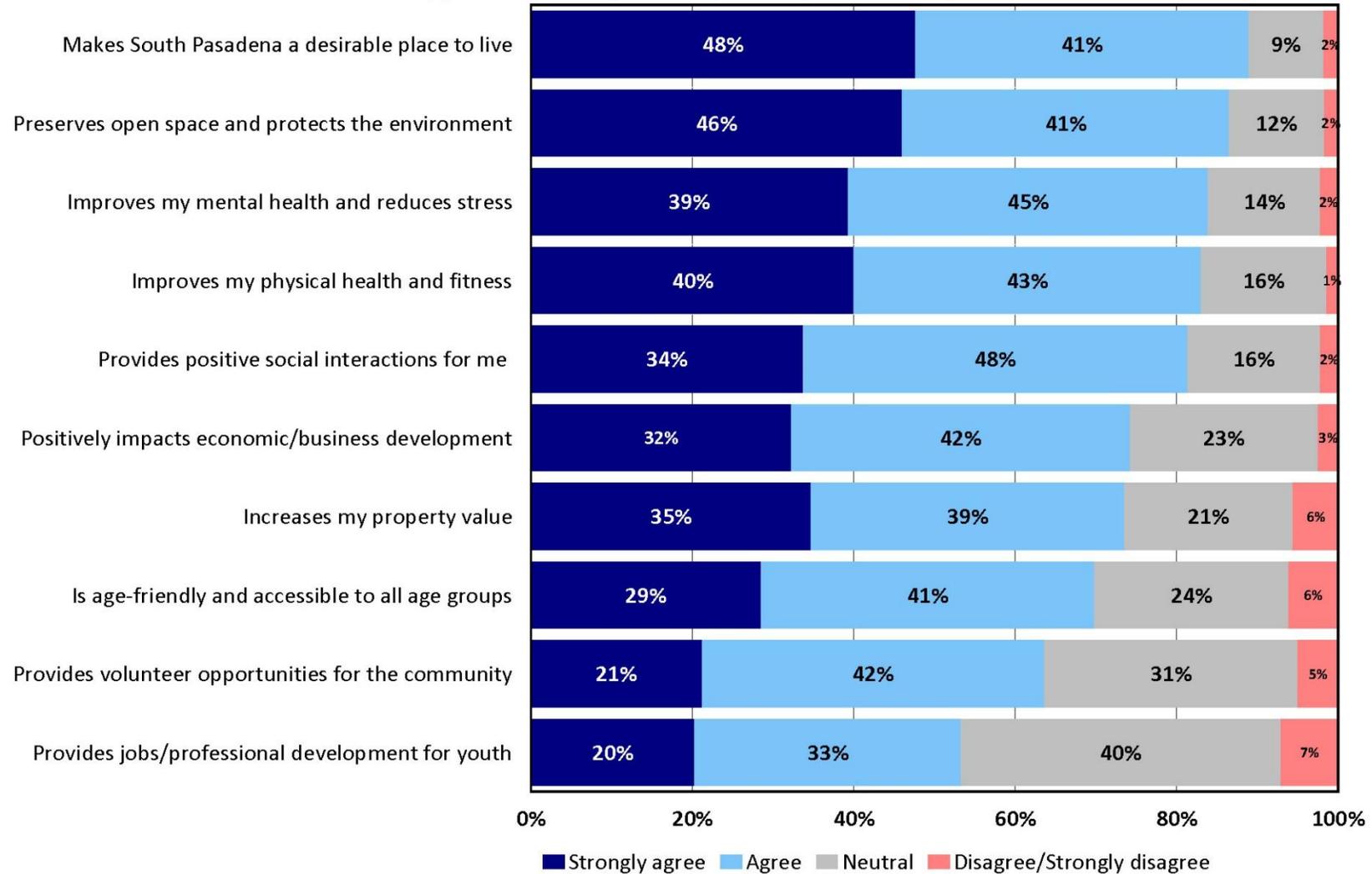
1. I don't know what is offered - 33%
2. Too busy - 28%
3. Program times are not convenient - 16%
4. Program not offered - 16%
5. Not interested - 15%

Q8. Reasons that prevent your household members from participating in City of South Pasadena Community Services Department programs more often.



Q9. Please indicate your level of agreement with the following statements concerning potential benefits of the City of South Pasadena's parks, facilities, and recreation programs.

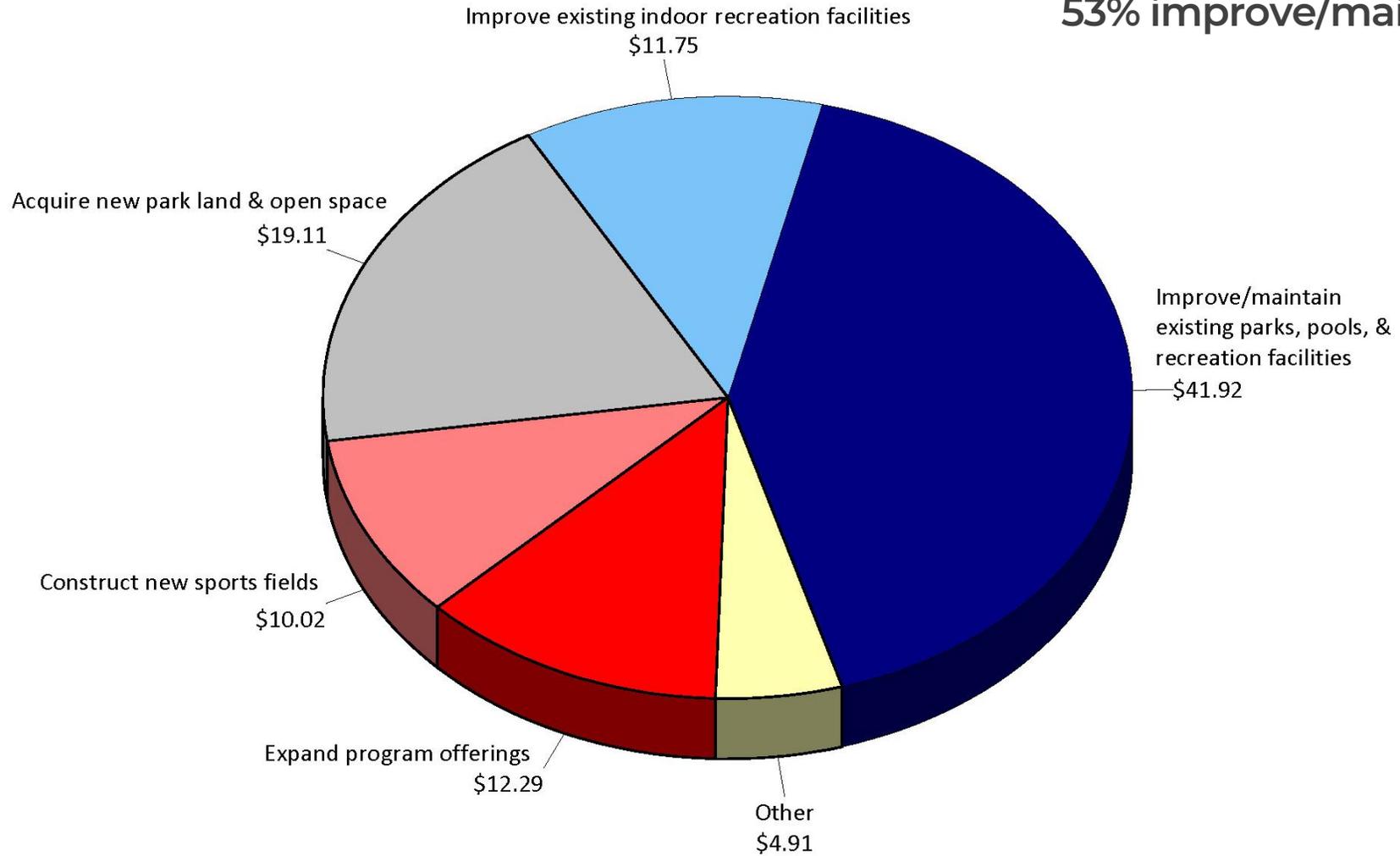
by percentage of respondents (excluding "don't know")



Q14. If you had \$100, how would you allocate the funds among the parks and recreation categories?

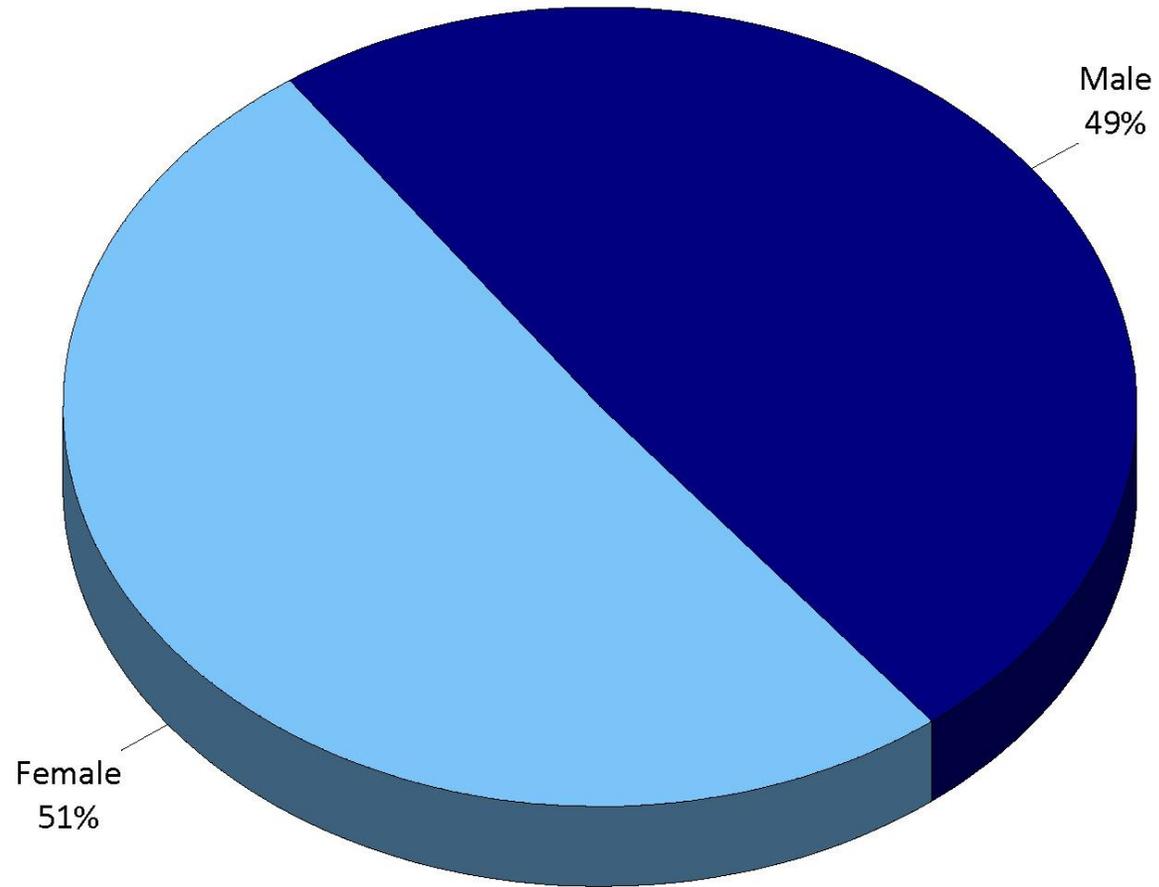
by percentage of respondents

53% improve/maintain existing



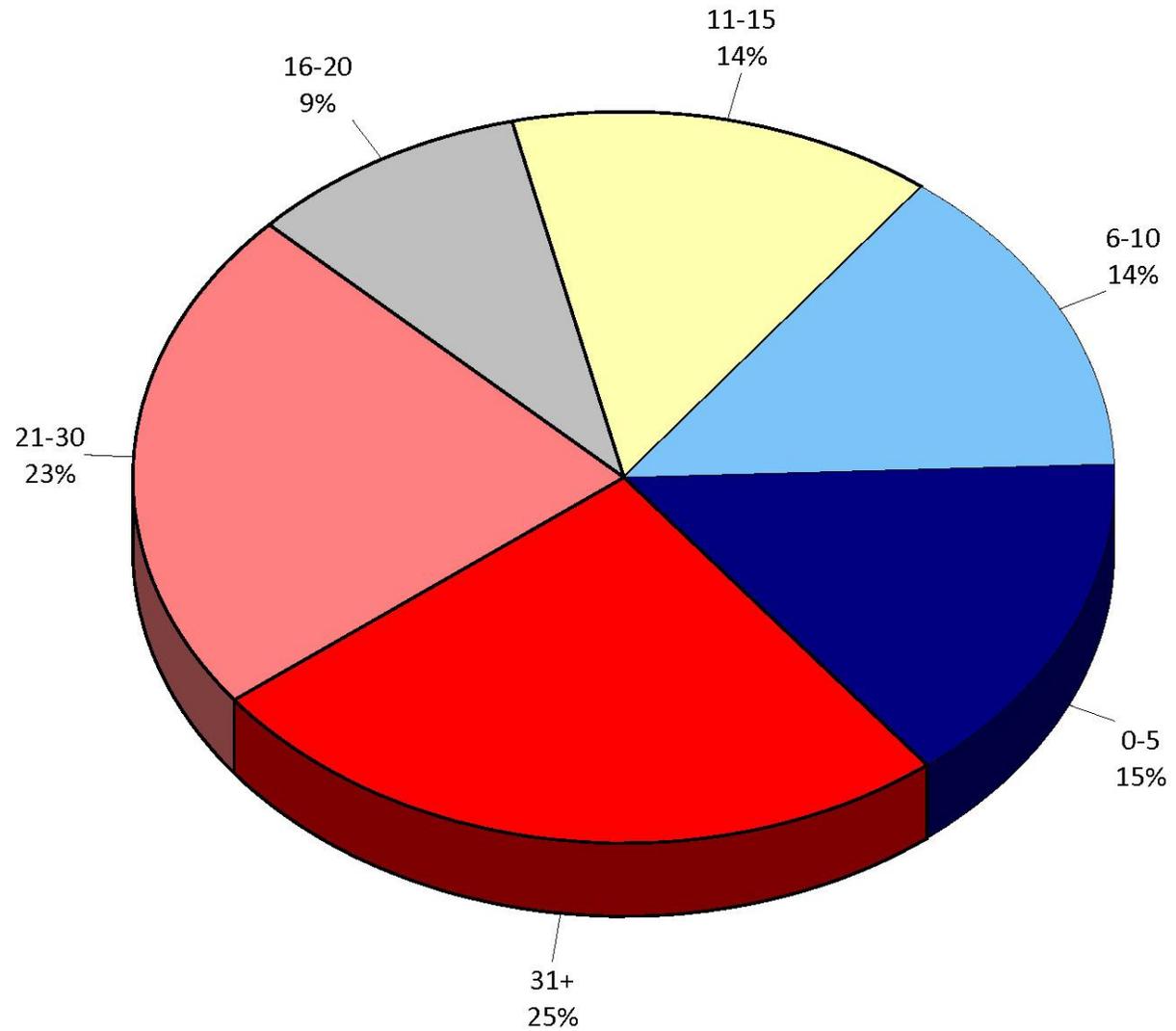
Q16. Which of the following best describes your gender identity?

by percentage of respondents (excluding "prefer not to disclose")



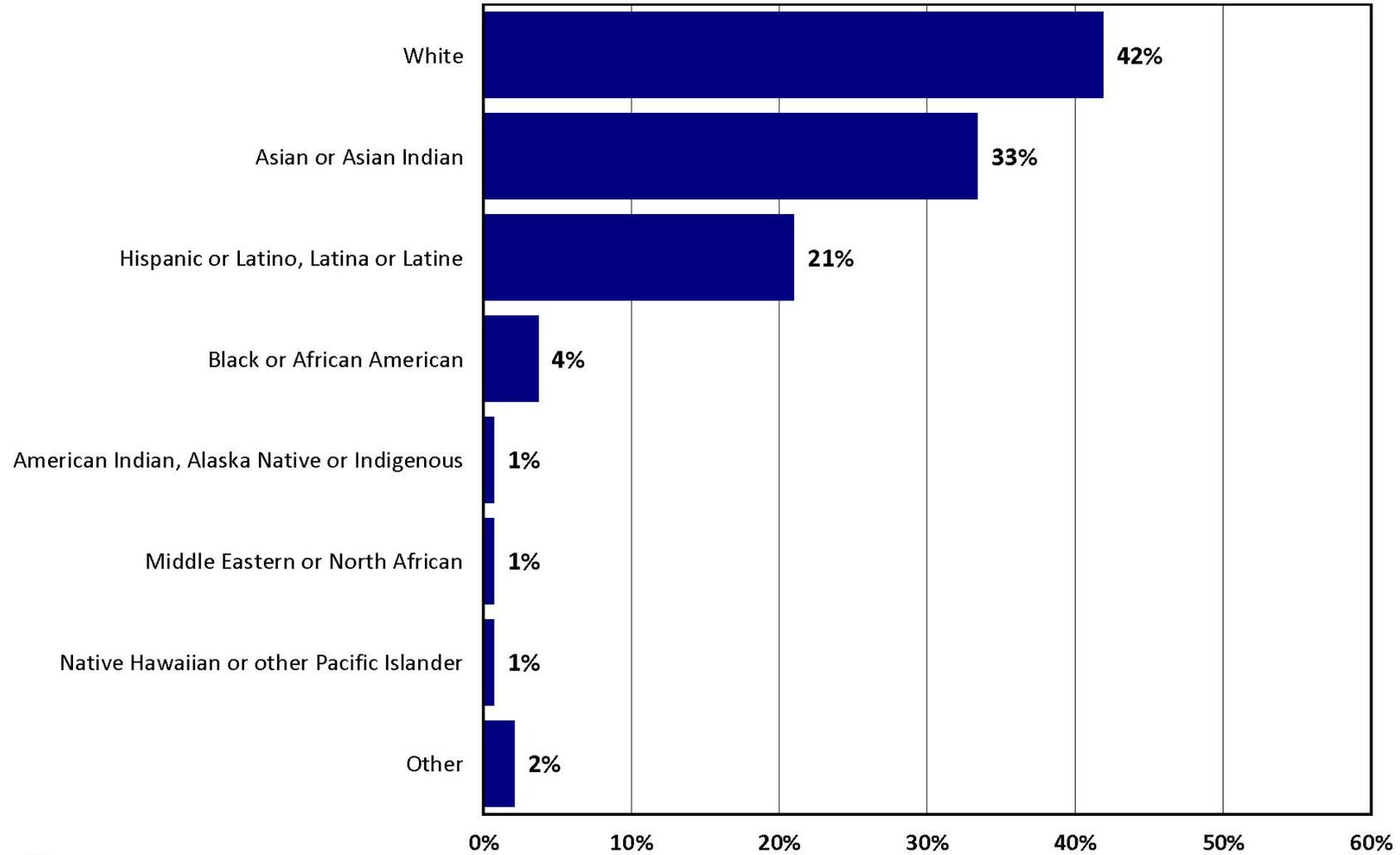
Q17. How many years have you lived in South Pasadena?

by percentage of respondents (excluding "not provided")



Q19. Which of the following best describes your race/ethnicity?

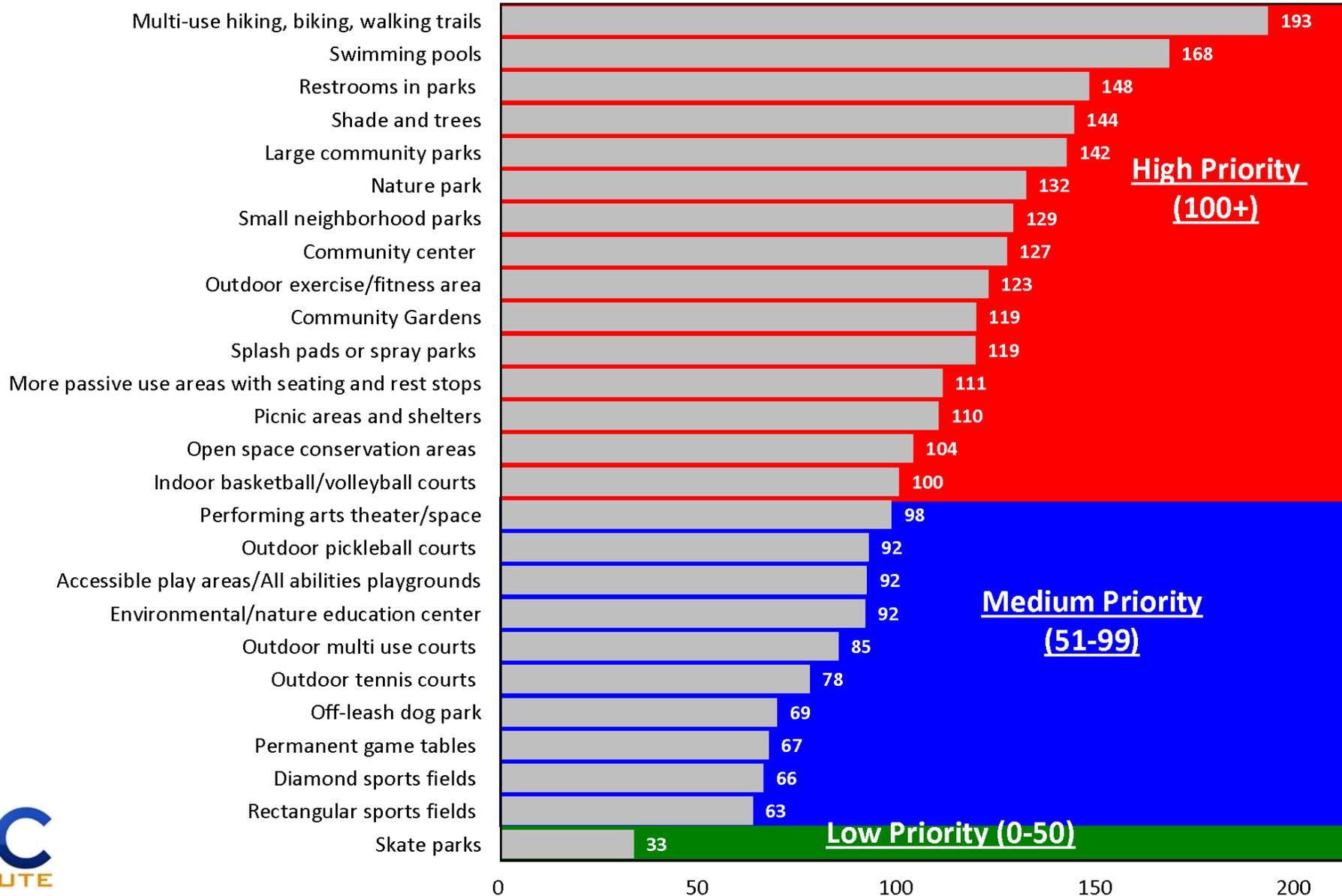
by percentage of respondents (excluding "prefer not to respond")



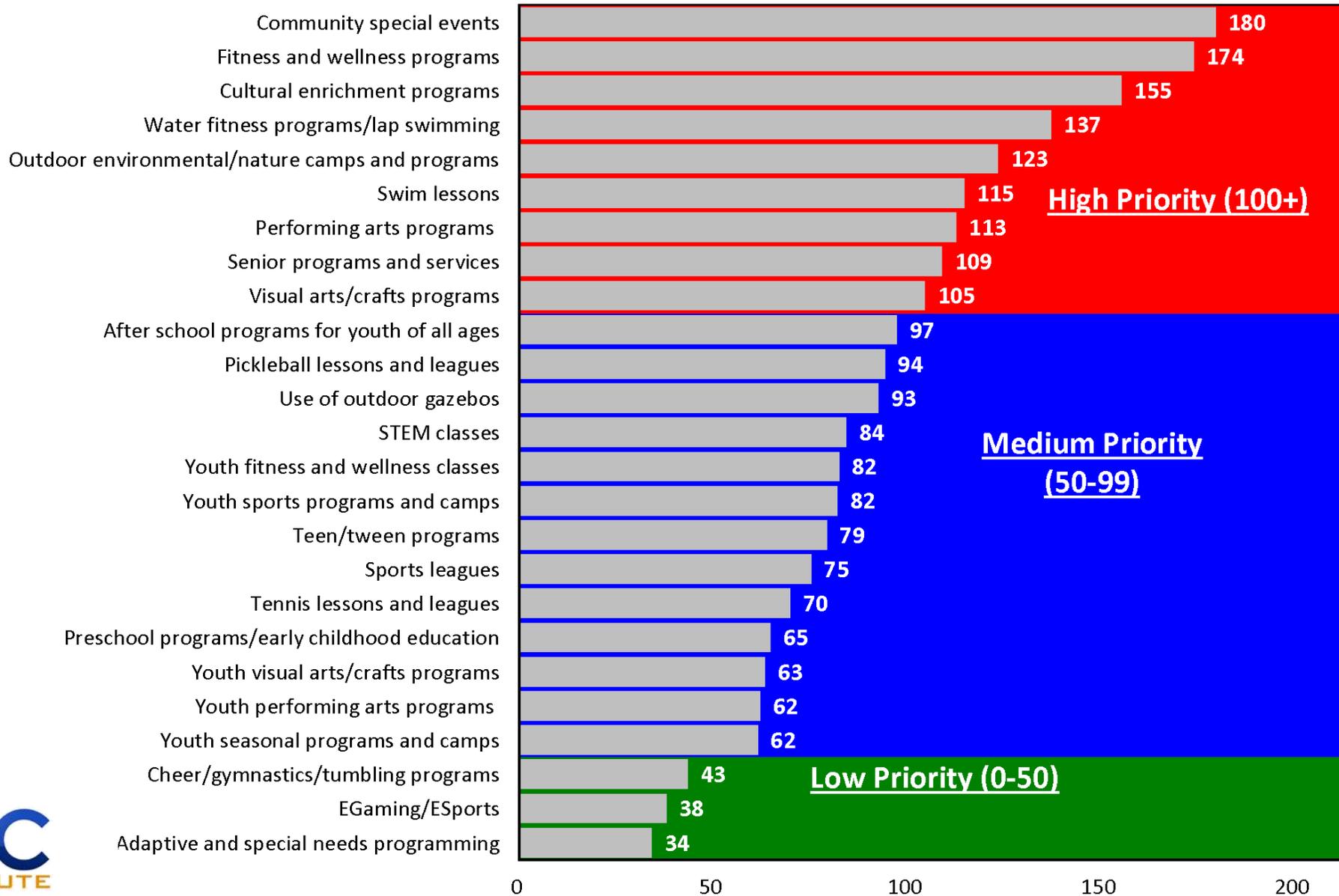


PRIORITY INVESTMENT RATING

Top Priorities for Investment for Facilities/Amenities Based on Priority Investment Rating



Top Priorities for Investment for Parks and Recreation Programs/Activities Based on Priority Investment Rating

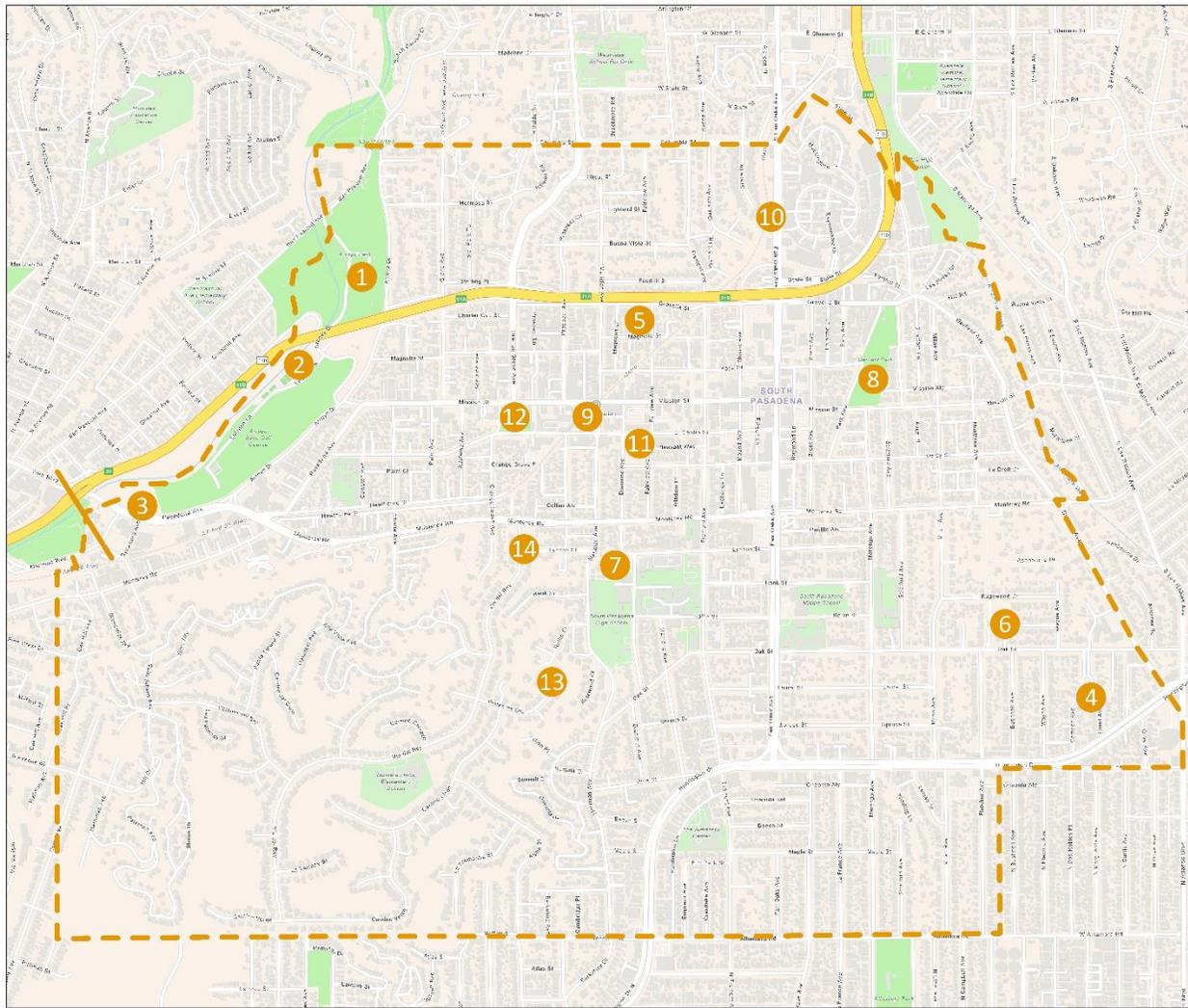




PARK ASSESSMENT

PARK ASSESSMENT

SOUTH PASADENA PARK SITES ASSESSED			
PARK	ACRES	PARK	ACRES
Arroyo Park	30.00	Monterey / Via Del Rey Park	0.05
Arroyo Woodland and Wildlife Nature Park	1.30	Via Del Rey / Camino Verde Park	0.25
Eddie Park	0.90	Arroyo Seco Bicycle and Pedestrian Trail	
Garfield Park	7.00	Snake Trail	0.25
Library Park	1.85	Camden Park	0.52
Orange Grove Park	2.50	El Cerrito Circle Park	0.07
Community Garden	0.12	Heritage Park (excludes Iron Works Museum)	0.07
Legion Park	1.75	TOTAL	46.63



1 Arroyo Seco Park 2 Arroyo Seco Bike Trail 3 Arroyo Woodland Park



4 Camden Park 5 Demonstration Garden 6 Eddie Park



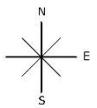
7 El Cerrito Park 8 Garfield Park 9 Heritage Park



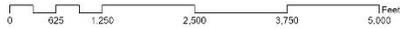
10 Legion Park 11 Library Park 12 Orange Grove Park

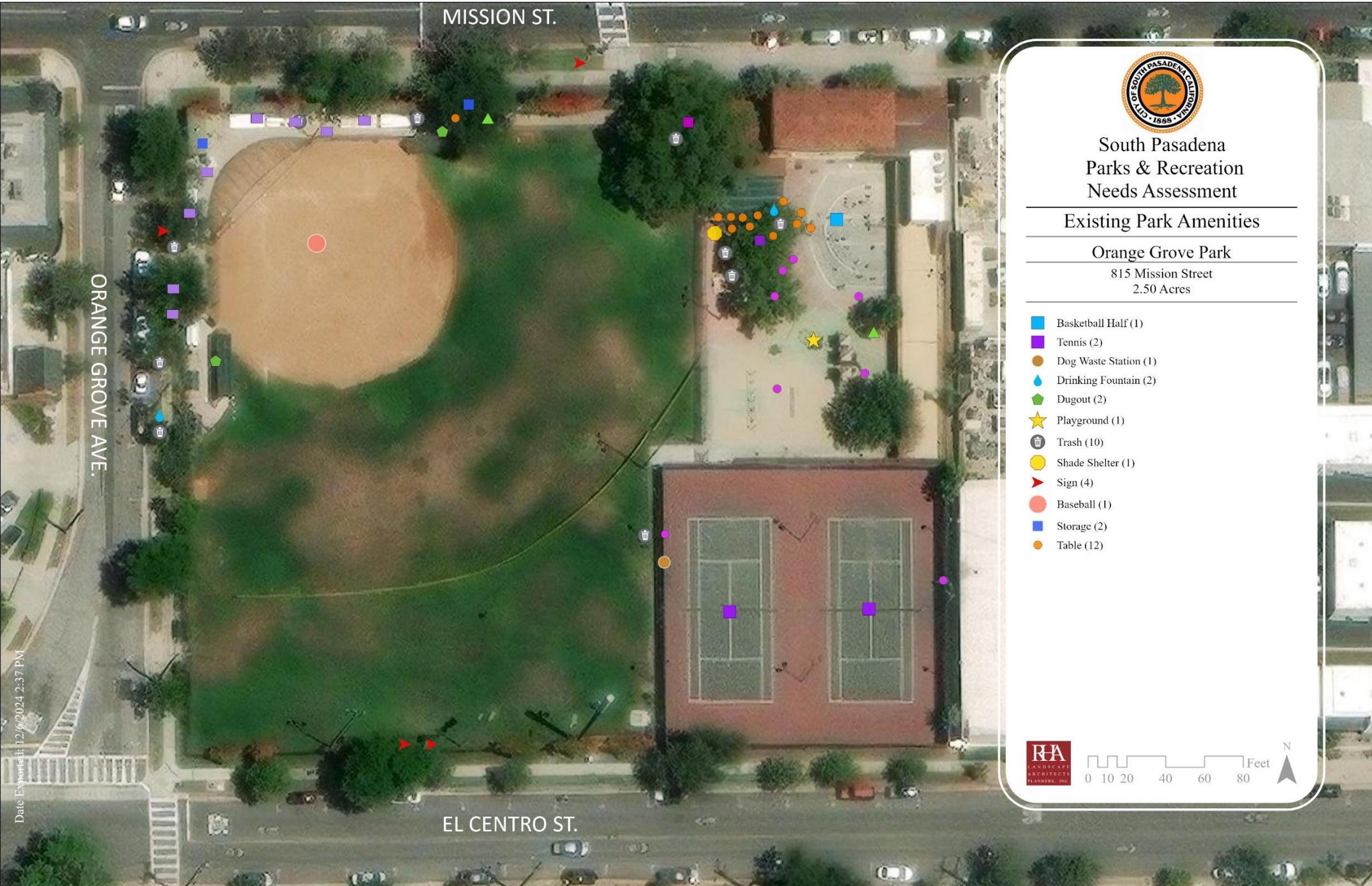


13 Snake Trail 14 Via Del Rey Park



City of South Pasadena Boundary ————





MISSION ST.

ORANGE GROVE AVE.

EL CENTRO ST.



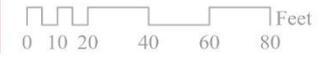
South Pasadena
Parks & Recreation
Needs Assessment

Existing Park Amenities

Orange Grove Park

815 Mission Street
2.50 Acres

- Basketball Half (1)
- Tennis (2)
- Dog Waste Station (1)
- ◆ Drinking Fountain (2)
- ▲ Dugout (2)
- ★ Playground (1)
- ♻️ Trash (10)
- Shade Shelter (1)
- ▶ Sign (4)
- Baseball (1)
- Storage (2)
- Table (12)



Date Exported: 12/6/2024 2:37 PM

PARK RATING CATEGORIES

GREAT 4-5

Site amenities are in excellent condition with little or no maintenance problems noted.

GOOD 3

Site amenities are in good condition and feature only minor maintenance problems. Amenity maintenance issues appear to be the result of age and heavy use.

FAIR 2

Site amenities are in fair condition and indicate ongoing maintenance issues. Generally, most amenity maintenance issues appear to be the result of age and heavy use.

POOR 0-1

Site amenities are in poor condition and clearly show ongoing maintenance problems that ultimately may result in suspended use for repair or replacement.

ACCESS AND CONNECTIVITY

Adjacent trails or trailheads, street crossings, sidewalks, park circulation, signage, general accessibility

CONDITION AND FUNCTIONALITY

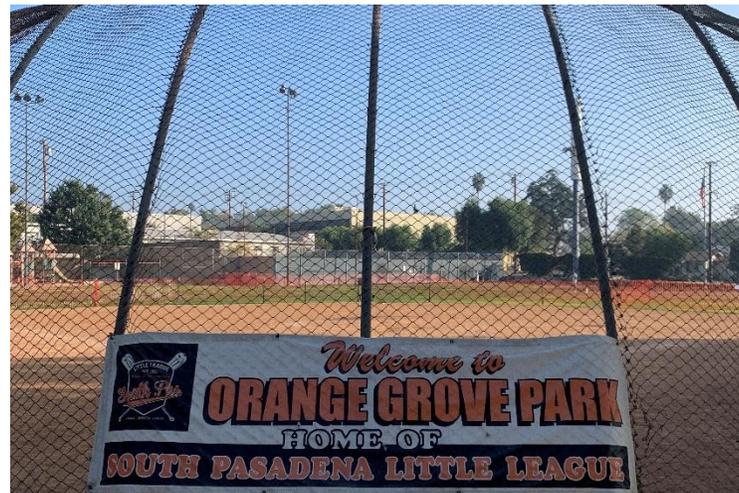
Individual amenities, tree canopy, other vegetation types and appearance, state of paved surfaces, lighting and furniture

SAFETY AND COMFORT

Visibility/ sightlines, active use, lighting, evidence of misuse, ease of navigation, road adjacency, any physical hazards, edges of slopes

MAINTENANCE

Concerns for the continued success of park



PARK ASSESSMENT

Poor 0-1, Fair 2, Good 3, Great 4-5

Poor 0-1, Fair 2, Good 3, Great 4-5

SOUTH PASADENA PARK ASSESSMENT SCORES											
PARK	ACCESS & CONNECTIVITY	CONDITION & FUNCTIONALITY	SAFETY & COMFORT	MAINTENANCE	OVERALL ASSESSMENT SCORE	PARK	ACCESS & CONNECTIVITY	CONDITION & FUNCTIONALITY	SAFETY & COMFORT	MAINTENANCE	OVERALL ASSESSMENT SCORE
Arroyo Park	2.00	2.80	2.40	2.75	2.49	Monterey / Via Del Rey Park	2.67	2.67	3.40	3.00	2.93
Arroyo Woodland and Wildlife Nature Park	2.45	1.40	2.20	2.75	2.20	Via Del Rey / Camino Verde Park	1.40	1.50	3.40	3.25	2.39
Eddie Park	2.00	2.50	2.60	2.75	2.46	Arroyo Seco Bicycle and Pedestrian Trail	4.30	4.43	3.80	3.75	4.07
Garfield Park	2.36	2.70	3.00	3.00	2.77	Snake Trail	1.70	2.00	2.60	3.25	2.39
Library Park	2.10	2.10	2.40	3.00	2.40	Camden Park	1.30	2.00	3.00	2.75	2.26
Orange Grove Park	2.20	2.20	3.00	3.00	2.60	El Cerrito Circle Park	0.90	1.56	2.80	2.75	2.00
Community Garden	2.09	1.70	2.20	3.00	2.25	Heritage Park (excludes Iron Works Museum)	4.00	4.50	3.60	4.00	4.03
Legion Park	1.40	0.80	1.40	1.50	1.28						

- **Program Assessment**
- **Assess Needs and Level of Service**
- **Equity Mapping and Gap Analysis**
- **Create Vision, Mission, and Values**
- **Capital Improvement Plan**
- **Develop Funding and Revenue Strategies**
- **Draft and Final Report**

NEXT STEPS

QUESTIONS

GARFIELD
PARK





Community Services Commission Agenda Report

ITEM NO. 7

DATE: February 9, 2026

FROM: Melissa Snyder, Community Services Deputy Director

SUBJECT: **COMMUNITY SERVICES DEPARTMENT 2026 WORK PLAN PRESENTATION**

Recommendation

It is recommended that the Commission receive a presentation regarding the Community Services Department 2026 Work Plan.

Executive Summary

Staff will present the Community Services Department's 2026 Work Plan, which outlines the Department's key priorities, projects, and major program/event milestones for the year as adopted through the Fiscal Year 2025–2026 budget. The presentation will highlight planned work across park planning and capital improvements, policy updates, major community events, financial sustainability efforts, contract oversight, senior services enhancements, transportation planning, and communications/outreach. This item supports transparency and provides the Commission with a shared understanding of staff priorities, timelines, and workload as the Commission develops and carries out its own annual work plan.

Background

On August 20, 2025, City Council approved the Fiscal Year 2025-2206 Adopted Budget, which included the Community Services annual work plan and resources to implement the work plan.

Each year, the Community Services Commission establishes an annual work plan in alignment with City Council priorities and community needs. The Commission's work plan helps guide discussion topics, policy considerations, and advisory recommendations throughout the fiscal year.

Analysis

The Community Services Department is responsible for delivering core quality-of-life services that promote community well-being, recreation, and civic engagement. Under the direction of the Community Services Director, the Department's responsibilities include the planning, delivery, and oversight of recreation programs and services; community events; facility and park operations; senior services; recreation partnerships; permits and special use coordination (as applicable); customer service and registration

systems; and coordination with internal departments and external partners to ensure programs and events are safe, accessible, and well-managed.

The Community Services Department develops an annual Department Work Plan outlining key operational priorities, policy initiatives, capital projects, and major program/event milestones for the year. Providing the Department Work Plan to the Commission supports transparency and shared understanding of current staff priorities, workload capacity, project timelines, and helps position the Commission for informed future discussions as it develops and implements its own work plan.

For 2026, the Community Services Department will continue to provide inclusive, high-quality, and well-coordinated programs, services, and experiences for residents. This work plan outlines the major milestones that will guide the Department's efforts over the coming fiscal year, including a project list that identifies key initiatives, funding sources, and projected completion targets.

Key Work Plan and Milestones

Park Planning and Capital Improvements

A safe, well-maintained, and forward-looking park system is foundational to community service delivery. During 2026, the Department will advance planning and capital priorities by:

- Completing the Parks Comprehensive Plan and submitting it to Commission and the City Council in Spring 2026.
- Coordinating with Public Works on implementation and scheduling for approved facility improvements, including tennis/pickleball court resurfacing and ongoing stables capital improvement projects.
- Pursuing external funding to support playground and park renovations at priority sites, including grant planning activities aligned with anticipated State grant timelines.

Policy Updates and Service Guidelines

Clear policies and consistent operational guidelines are essential for fairness, transparency, and efficient service delivery. In 2026, the Department will evaluate and update key policies and guidelines, including:

- Co-Sponsorship and Special Event Policy updates to improve clarity related to eligibility, roles and responsibilities, risk management, and resource allocation.
- Community Services Guidelines updates to clarify eligibility, service standards, and procedures for consistent department-wide implementation.
- Municipal Code revisions to improve clarity and enforceability related to park and facility uses, including commercial and instructional activities, amplified sound, permits for large gatherings, court use, and other operational needs.
- Dial-A-Ride policy updates to strengthen compliance, clarify eligibility and service parameters, and improve customer understanding and equity in service delivery.

Major Community Events and Civic Engagement

The Department will continue planning and delivering community events while strengthening operational readiness, interdepartmental coordination, and risk management. Key milestones include:

- Evaluating and planning for the Fourth of July Festival of Balloons, including assessing the feasibility and value of utilizing an external event planning firm to support logistics, permitting, safety, and operations.
- Assess the feasibility of hosting a community FIFA World Cup viewing party in Summer 2026, including evaluation of potential sites, permitting requirements, audiovisual/technology needs, staffing and security demands, public safety considerations, projected costs, and partnership/sponsorship opportunities. If deemed feasible, return with recommended event scope, operational plan, and budget approach.

Financial Sustainability and Cost Recovery

To support long-term program sustainability and fiscal stewardship, the Department will collaborate with Finance to evaluate cost recovery and fee structures, including:

- A Department fee study/update in collaboration with Finance to ensure appropriate fee alignment with fair market value where applicable.
- A Camp Med cost analysis to evaluate staffing, supplies, facility impacts, and operational expenses and to identify opportunities for cost recovery and long-term sustainability.

Vendor/Operator Transition and Contract Oversight

The Department will coordinate key operational transitions to ensure continuity of service, contract compliance, and customer experience, including:

- Onboarding a new golf course operator, including transition planning, performance expectations, and coordination across City functions to support an effective handoff.

Senior Services Facility Enhancements and Technology Improvements

To improve the participant experience, operational functionality, and program capacity, the Department will partner with the Senior Citizens' Foundation and internal departments to advance facility improvements, including:

- Senior Center Wi-Fi infrastructure upgrades in coordination with IT and the Foundation to improve reliability and connectivity.
- Senior Center window covering upgrades to improve comfort, lighting control, and usability for programs and events.

Transportation Services and Fleet Planning (Dial-A-Ride)

The Department will advance near-term service and asset planning to support safe, reliable Dial-A-Ride operations, including:

- Implementing revised Dial-A-Ride policies to strengthen compliance and service clarity.
- Investigating funding options and financing strategies for the purchase of a new Dial-A-Ride van, including lifecycle and operational needs assessment.

Communications and Outreach

The Department will enhance marketing and outreach strategies to increase program awareness, participation, and engagement by coordinating with the Public Affairs function to strengthen messaging, branding, and use of digital and traditional channels.

Community Services Commission Role in Department Work Plan

The Community Services Commission plays a key advisory role in supporting and strengthening the Department's work plan by providing community-focused feedback and policy-level guidance on major initiatives related to parks, recreation programming, community events, senior services, and related operational policies.

While the Department manages day-to-day operations and service delivery, the Commission serves as a partner in reviewing priorities, advising on community needs and service impacts, and providing input on policies and initiatives that affect access, equity, safety, and quality of experience.

By maintaining regular public meetings with staff and reviewing progress toward work plan milestones, the Commission helps ensure the Department's priorities remain aligned with City Council direction, community expectations, and best practices in municipal recreation and community services.

Fiscal Impact

There is no fiscal impact associated with presenting the Community Services Department's annual work plan.

Public Notification

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website.



Community Services Commission Agenda Report

ITEM NO. 8

DATE: February 9, 2026

FROM: Melissa Snyder, Community Services Deputy Director

SUBJECT: **ADOPT A PARK PROGRAM 2025 FEEDBACK AND 2026 PARK ASSIGNMENT CONSIDERATION**

Recommendation

It is recommended that the Community Services Commission:

1. Discuss and provide feedback regarding observations, priorities, and trends identified through the Adopt A Park Program during calendar year 2025; and
2. Consider and finalize the selection of parks to be assigned to Commissioners as part of the Adopt A Park Program for calendar year 2026.

Executive Summary

This item provides the Community Services Commission an opportunity to discuss observations, priorities, and trends identified through the Adopt A Park Program during calendar year 2025 and to provide feedback to help inform staff's operational and maintenance planning. The Commission will also review and finalize park assignments for calendar year 2026 to ensure consistent coverage across the City's park system.

Background

The Adopt A Park Program is an ongoing initiative intended to promote community stewardship, strengthen communication between the Community Services Commission and City staff, and support effective management of the City's park system. The program was established in 2019 and provides a structured way for Commissioners to observe park conditions and serve as a point of contact for assigned park locations.

At the October 13, 2025 Regular Meeting, the Community Services Commission considered approval of the Adopt A Park assignments for calendar year 2025 as part of its annual program planning. The following assignments were in effect during calendar year 2025:

Adopted Park/Site	Commissioner(s)
Arroyo Park	Chair Samuels & Commissioner Bagasao
Dr. Beatriz Solis Memorial Park	Vice Chair Plotkin & Commissioner Lai
Eddie Park	Vice Chair Plotkin & Commissioner Field
Garfield Park	Commissioners Field, Lai & Weinberger
Grevelia Pocket Park	Commissioner Weinberger
Orange Grove Park	Chair Samuels

South Pasadena Skate Park	Commissioner Bagasao
South Paws-adena Dog Park	Vice Chair Plotkin

Analysis

Program Purpose

Through this program, each Commissioner is assigned one or more parks to observe and serve as a liaison between the community, the Commission, and staff. The program supports informed decision-making by allowing Commissioners to develop familiarity with park conditions, usage patterns, and community needs. Observations and feedback collected through this process help inform operational planning, maintenance priorities, and longer-term capital and budget discussions.

Commissioners participating in the Adopt A Park Program are generally expected to:

- Periodically visit their assigned park(s);
- Observe general park conditions, maintenance, and safety concerns;
- Attend or support community events held at their assigned park(s), when feasible; and
- Serve as a liaison between the community, Commission, and staff by relaying observations and feedback.

2025 Discussion Focus and 2026 Assignments

This item provides an opportunity for the Commission to discuss how observations gathered throughout 2025 may be communicated to staff in a consistent and meaningful way. Commissioner feedback related to park conditions, amenities, usage trends, and community input can serve as a valuable qualitative data source to support future operational planning and budget development. As part of this agenda item, Commissioners will review the current list of City parks and discuss assignments for the 2026 calendar year. The Commission may confirm existing assignments or make adjustments to ensure balanced coverage across the park system.

Key park locations to be considered include, but are not limited to:

- Arroyo Park
- Dr. Beatriz Solis Memorial Park (Berkshire Pocket Park)
- Eddie Park
- Garfield Park
- Grevelia Pocket Park
- Orange Grove Park
- South Pasadena Skate Park
- South Paws-adena Dog Park

Next Steps

Following Commission discussion:

- Staff will compile key themes, trends, and priority issues raised by the Commission regarding 2025 observations.

- Staff will use the Commission's feedback to help inform maintenance planning, operational considerations, and the development of budget-related recommendations.

Fiscal Impact

There is no immediate fiscal impact associated with finalizing Adopt A Park assignments. Any potential financial considerations identified through Commissioner observations will be evaluated and, if supported by a majority of Commissioners, will be presented to the City Council for consideration during the annual budget development process.

Public Notification

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website.



Community Services Commission Agenda Report

ITEM NO. 9

DATE: February 9, 2026

FROM: Melissa Snyder, Community Services Deputy Director

SUBJECT: **CONSIDERATION TO PROVIDE FEEDBACK FOR A 2026 FIFA WORLD CUP UNOFFICIAL PUBLIC VIEWING PARTY**

Recommendation

It is recommended that the Community Services Commission consider the following:

1. Provide feedback on whether the City should continue evaluating the potential for a 2026 FIFA World Cup unofficial public viewing event at Garfield Park; and
2. Provide feedback on the potential event scope and components for staff consideration.

Executive Summary

Staff will present preliminary information regarding a potential community FIFA World Cup public viewing event at Garfield Park during the 2026 tournament period. The presentation will summarize a preliminary event concept, planning assumptions, and cost ranges associated with two delivery approaches: (1) City-led/in-house coordination with separately contracted services, and (2) a contracted event production firm. The item is presented for Commission feedback on whether staff should continue evaluation and, if so, what scope elements should be considered.

Background

The 2026 FIFA World Cup will take place in North America, with matches hosted in multiple regions, including Southern California. Public viewing events may be hosted by various jurisdictions and organizations during the tournament period.

In response to potential community interest, staff prepared preliminary information regarding whether a public viewing event could be hosted at Garfield Park. The event is not included in the adopted budget; therefore, staff is requesting Commission input prior to preparing a recommendation for City Council consideration.

Analysis

Event Concept and Planning Assumptions

If evaluation continues, event scope would be refined based on Commission feedback and operational considerations, including staffing capacity, site conditions, public safety planning, estimated costs, and potential revenue offsets. A preliminary planning

assumption is approximately 500 attendees per match, depending on match date and time, competing events, and other variables.

Potential event elements for consideration may include:

- Central LED viewing screen (with optional auxiliary screens)
- Food trucks and vendor booths
- Beer garden (if pursued, potentially in partnership with an eligible organization and subject to required approvals)
- Family activity areas and/or youth engagement zones
- DJ and/or other entertainment elements
- Sponsor and community partner activations

Delivery Model Options and Cost Context

To support Commission feedback, staff is providing preliminary cost ranges for two potential delivery approaches. Cost estimates are presented on a single match day basis and may vary based on final scope, site requirements, City-provided resources, sponsorship participation, and operational requirements.

Option A – City-Led (In-House) Event Production

Under this model, the City would manage planning, permitting, vendor coordination, logistics, and on-site operations, while contracting individual services (e.g., LED screens, staging, sanitation, security) as needed. Preliminary estimates for a single match day range from \$22,300 to \$60,000 (Attachment 1), depending on scope and equipment needs.

Option B – Contracted Event Production Firm (RFI-Based)

Under this model, a production firm would provide an audiovisual/event infrastructure package based on attendance tiers (Attachment 2). Preliminary ranges provided through the RFI response are \$22,000 to \$35,000 (500–1,000 attendees), \$35,000 to \$55,000 (1,000–2,000 attendees), and \$55,000 to \$75,000+ (2,000–2,500+ attendees).

Optional modular add-ons identified in the RFI include fan village/food court, skills challenge zone, kids/family fan zone, sponsor activation pods, additional LED screens, and trophy photo experience, each with estimated ranges (Attachment 3).

Fiscal Impact

There is no adopted budget appropriation for this event. If City Council elects to proceed, staff would return with a proposed budget adjustment identifying a funding source, in an amount not to exceed the selected option's estimated cost range.

If implemented, sponsorship revenue and vendor fees could partially offset event costs; however, potential offsets are not guaranteed and would be evaluated and presented as part of any proposed event plan. Staff reviewed potential grant funding opportunities and did not identify an available grant source to support this event at this time.

Next Steps

Following Commission discussion, staff will:

1. Compile and incorporate Commission feedback regarding whether to continue evaluation, preferred scope elements, and desired event components;
2. Prepare a City Council staff report summarizing preliminary findings, delivery model options, cost ranges, and Commission input; and
3. Request City Council direction on whether staff should proceed with further planning, identify an event scope, and, if applicable, a proposed funding approach.

Public Notification

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website.

Attachments:

Attachment No. 1 – City-Led (In-House) Event Production Estimated Costs

Attachment No. 2 – Contracted Event Production Firm (RFI-Based) Estimated Cost Ranges for Audiovisual Event Infrastructure

Attachment No. 3 – Contracted Event Production Firm (RFI-Based) Estimated Cost Ranges Modular Add-Ons

ATTACHMENT 1

Item No. 9 – City-Led (In-House) Event Production
Estimated Costs

ATTACHMENT 2

Item No. 9 – Contracted Event Production Firm (RFI-Based) Estimated Cost Ranges for Audiovisual Event Infrastructure

Contracted Event Production Firm (RFI-Based) Estimated Costs

Table 1
Estimated Cost Ranges for Audiovisual Event Infrastructure

Attendance	Estimated Cost for Screening
500–1,000	\$22,000 – \$35,000
1,000–2,000	\$35,000 – \$55,000
2,000–2,500+	\$55,000 – \$75,000+

ATTACHMENT 3

Item No. 9 – Contracted Event Production Firm (RFI-Based) Estimated Cost Ranges Modular Add-Ons

Contracted Event Production Firm (RFI-Based) Estimated Costs

Table 1
Estimated Cost Ranges for Modular Add-Ons

	Estimated Cost
Fan Village & Food Court	\$3,000 - \$7,000
Skill Challenge Zone	\$2,500 - \$6,000
Kids & Family Fan Zone	\$3,000 - \$6,000
Sponsor Activation Pods	\$3,000 - \$5,000 each
Additional LED Screens/Viewing Hubs	\$6,000 - \$12,000 per screen
Trophy Photo Experience	\$2,000 - \$6,500



Community Services Commission Agenda Report

ITEM NO. 10

DATE: February 9, 2026

FROM: Melissa Snyder, Community Services Deputy Director

PREPARED BY: Nathalie Wilcox, Community Services Supervisor

SUBJECT: **CONSIDERATION OF SUBCOMMITTEE APPOINTMENTS FOR 2026 SUMMER EVENTS**

Recommendation

It is recommended that the Commission consider appointing two (2) Commissioners to serve on a subcommittee to assist staff with 2026 Summer Events planning, including Concerts and Movies in the Park.

Executive Summary

Staff are requesting that the Commission select a two-member subcommittee to support planning for the City's 2026 Summer Events program. The subcommittee would assist staff with reviewing entertainment options and providing recommendations related to the selection of movie titles and musical acts for the Concerts and Movies in the Park series.

Background

The City of South Pasadena has a long-standing tradition of providing free summer entertainment for the community. The Summer Concerts in the Park series has been offered for more than 20 years and provides residents with opportunities to attend live outdoor performances in a family-friendly setting. The Movies in the Park series offers outdoor screenings of family-appropriate films during the summer season.

The Community Services Commission has historically participated in the selection of entertainment for these programs. A subcommittee has been utilized annually to support staff with the review and recommendation process for summer event programming. For the 2025 summer season, the Commission appointed Commissioner Lai and Commissioner Weinberger to serve on the Summer Events Subcommittee to assist staff with entertainment review and recommendations for Concerts and Movies in the Park.

Analysis

2026 Summer Events Program Overview

For the 2026 summer season, staff anticipate hosting the following community events:

- Three (3) Movies in the Park, scheduled for Friday evenings
- Four (4) Summer Concerts, scheduled for Sunday evenings

These events are planned to be accessible, family-friendly, and consistent with prior summer programming.

Role of the Subcommittee

The proposed subcommittee would assist staff by reviewing historical program data and a list of potential musical performers and movie titles, submitting individual rankings or preferred selections within an established review period, and providing recommendations intended to be consistent with program goals, budget parameters, scheduling considerations, and City policies, including the City's commitment to diversity in City-sponsored performances as outlined in Sundown Town Resolution No. 7750 (Attachment No. 1).

Staff will compile subcommittee input and proceed with booking performers and securing movie licenses based on availability, cost, and scheduling constraints. Final selections are anticipated to be made administratively and will be reported to the Commission once the lineup is confirmed.

Establishing a subcommittee provides a defined review process and maintains Commission participation in program planning.

Fiscal Impact

Funding for the 2026 Summer Events program is supported through the City's annual Community Services, Recreation and Youth Services Division budget. For Fiscal Year 2025-2026, a total of \$30,800 is allocated in the Recreation and Youth Services Special Events budget (Account No. 101-8030-8032-8264-000) to support the Summer Events program, including entertainment bookings and related event expenses.

In addition, staff will seek sponsorship contributions to offset a portion of event costs, such as performer bookings and professional sound services. Sponsorships are intended to reduce the amount of City funding needed for these expenses.

Next Steps

Staff will provide the subcommittee with relevant background materials and review timelines. Following the review period, staff will proceed with booking musical acts and securing movie licenses based on subcommittee input, availability, and budget considerations. Once confirmed, the finalized 2026 Summer Events lineup will be presented to the Commission as an informational item.

Public Notification

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website.

Attachment:

Selection of a Subcommittee
February 9, 2026
Page 3 of 3

Attachment No. 1 – Sundown Town Resolution No. 7750

ATTACHMENT 1

Item No. 10 – Sundown Town Resolution No. 7750



City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030
www.southpasadenaca.gov

NEWS RELEASE
February 16, 2022

Contact: Tamara Binns, Assistant to the City Manager
Email: tbinns@southpasadenaca.gov

Sundown Town Resolution 7750

SOUTH PASADENA, (Calif.) – On February 2, 2022 the South Pasadena City Council approved Resolution No. 7750 Condemning the City’s History as a Sundown Town and Past Practices of Institutionalized Racism. The Resolution will be posted online, and social media.

The 5-0 Council vote in support of the Resolution included the following recommendations;

1. Adopt a resolution entitled “Resolution of the City Council of the City of South Pasadena Condemning the City’s History as a Sundown Town and Past Practices of Institutionalized Racism”; and
2. Direct staff to attend information sessions on the Government Alliance on Race & Equity (GARE) and discuss the membership with our neighboring cities; and
3. Direct staff to engage in the following Equity-Developing Activities:
 - a. Review the deeds of properties currently owned by the City or owned in the future in coordination with LA County Registrar Recorder adoption and implementation plan; remove any existing racially restrictive housing covenants; and for any property purchased in the future remove the racially restrictive housing covenant prior accepting property;

- b. Hire artists to perform at the Music in the Parks reflecting a wide variety of cultural backgrounds, countries, and sounds;
- c. Support an annual community forum in demonstration of South Pasadena’s commitment to promote diversity, equity and inclusion in the community; hosted by Assistant to the City Manager Tamara Binns;
- d. Continue to support the spirit of inclusionary initiatives proposed by county legislation, budget proposals, and policies that would reverse past racist policies and reduce racial disparities consistent with this Resolution, and actively oppose state and county legislation, budget proposals, and policies that would impede the goals of the Resolution Condemning the City’s History as a Sundown Town and Past Practices of Institutionalized Racism”;
- e. Continue to promote diversity in the membership of city commissions; and
- f. Continue to provide diversity, equity, and inclusion training for all city employees.

Residents are welcome to attend the upcoming Government Alliance on Race & Equity information session being held on Tuesday, February 22, 2022 at 10am Pacific and Tuesday, March 22, 2022 at 10am Pacific. Please click the link [here](#) to register.

###

RESOLUTION NO. 7750

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, CONDEMNING THE CITY'S HISTORY AS A SUNDOWN TOWN AND PAST PRACTICES OF INSTITUTIONALIZED RACISM

WHEREAS, in the 20th century, many towns throughout the state of California, along with towns and cities in many other states became known as "Sundown Towns" because of their practice of excluding members of non-white racial and ethnic groups, from living in said jurisdictions or even being inside the city limits after sundown, often by social and cultural means, and through government action, including police profiling and enhanced enforcement;

WHEREAS, various practices and events in the history of the City of South Pasadena have been identified as creating such a circumstance to identify the City of South Pasadena as having been a Sundown Town;

WHEREAS, such circumstances and events include the following:

○ On October 23, 1911, City Council members Jacobs, Vatcher, Wilson, and Adams voted to block an orphanage for Black children being established in the City;

○ In 1941, a race restriction campaign was established by a non-profit committee, "South Pasadenans Inc.", was aided by the City. The purpose of the committee was to restrict non-white citizens from purchasing homes;

○ In 1942, in response to Executive Order 9066 requiring the relocation of persons of Japanese ancestry, 165 Japanese-American residents of South Pasadena were forced to evacuate South Pasadena. There is not clarity as to what happened to homes that were evacuated by these residents. In 1942, Mayor A.O. Porter simply commented that the City does not have control of these properties. Many were either sold in duress by the families before leaving or sat vacant until the families returned;

○ In 1955, Susan McClain, a 9-year-old African-American girl, was denied entry to the Orange Grove Plunge. According to a lawsuit filed against the City, the girl was not permitted entry due to a Recreation Department rule "barring Negroes".

WHEREAS, the City Council of the City of South Pasadena acknowledges government policies and historic racism has had a direct impact on income inequality;

WHEREAS, the City Council of the City of South Pasadena understands the importance of examining what role the City previously has played in institutional racism, and is ready to embark on a journey towards racial literacy and reconciliation;

WHEREAS, the City of South Pasadena is a racially and ethnically diverse city, with a racial composition of roughly 36% White, 38% Asian, 21% Hispanic, 3% Black, and 2% of other race based on the estimated 2020 Census data; and

WHEREAS, the City Council of the City of South Pasadena envisions a city in which each person regardless of their racial or ethnic background has equal opportunity to thrive;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. The City of South Pasadena acknowledges, apologizes for, and condemns all racist aspects of the City's history, and deeply regrets the pain, hurt, and suffering such policies have caused;

SECTION 2. The City of South Pasadena will continue to promote inclusion and equity, and will stand up to bigotry, hatred, intolerance, racism, and violence as reaffirmed in Resolution 7673 dated August 5, 2020;

SECTION 3. The City will evaluate policies, procedures, ordinances, programs, goals, and missions to foster an unbiased and inclusive environment where no person or group is subject to discrimination, harassment, or disproportionate economic harm on the basis of race, ancestry, national origin, color, religion, sex or sexual orientation.

SECTION 4. Review the deeds of properties currently owned by the City or owned in the future in coordination with LA County Registrar Recorder adoption and implementation plan; remove any existing racially restrictive housing covenants; and for any property purchased in the future to remove the racially restrictive housing covenant prior to accepting property;

SECTION 5. The City will hire artists to perform at the Music in the Parks reflecting a wide variety of cultural backgrounds, countries, and sounds;

SECTION 6. The City will support and host an annual community forum in demonstration of South Pasadena's commitment to promote diversity, equity and inclusion in the community;

SECTION 7. The City will continue to support the spirit of inclusionary initiatives to review state and county legislation, budget proposals, and policies that would reverse past racist policies and reduce racial disparities consistent with this Resolution, and actively oppose state and county legislation, budget proposals, and policies that would impede the goals of this Resolution;

SECTION 8. The City will continue to promote diversity in the membership of city commissions and ad hoc committees;

SECTION 9. The City will continue to provide diversity, equity, and inclusion training for all city employees;

SECTION 10. The City Clerk of the City of South Pasadena shall certify to the passage and adoption of this resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.

PASSED, APPROVED AND ADOPTED ON this 2nd day of February, 2022.

DocuSigned by:
Michael A. Cacciotti
466957ECF80A4A0...
Michael Cacciotti, Mayor

ATTEST:

APPROVED AS TO FORM:

DocuSigned by:
Christina Muñoz
BDCE537AC2E8433...
Christina Muñoz, Deputy City Clerk

DocuSigned by:
Andrew Jared
0E98AF29902B451...
Andrew Jared, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 2nd day of February 2022, by the following vote:

AYES: Mahmud, Zneimer, Donovan, Primuth, Cacciotti

NOES: None

ABSENT: None

ABSTAINED: None

DocuSigned by:
Christina Muñoz
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Christina Muñoz, Deputy City Clerk



Community Services Commission Agenda Report

ITEM NO. 11

DATE: February 9, 2026

FROM: Melissa Snyder, Community Services Deputy Director

**SUBJECT: CONSIDERATION OF SELECTION AND APPOINTMENT OF
CHAIR AND VICE CHAIR**

Recommendation

It is recommended that the Commission consider selecting and appointing a Chair and Vice Chair.

Executive Summary

This item provides the Community Services Commission an opportunity to select and appoint a Chair and Vice Chair. The Chair and Vice Chair support orderly conduct of meetings and assist with coordination between the Commission and staff. Appointments made under this item will establish the Commission's leadership for the upcoming term.

Background

The Community Services Commission appoints a Chair and Vice Chair annually to provide meeting leadership and support continuity of Commission operations. At the February 10, 2025 Regular Meeting, the Commission appointed Commissioner Samuels as Chair and Commissioner Plotkin as Vice Chair for 2025.

Analysis

The Community Services Commission typically appoints a Chair and Vice Chair to support meeting facilitation and ensure continuity of Commission operations. The Chair presides over meetings and helps guide Commission discussion and agenda flow. The Vice Chair generally presides in the Chair's absence and may assist with meeting leadership as needed. This item is presented to allow the Commission to make its leadership appointments for the upcoming term.

Public Notification

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website.