

**MONDAY, NOVEMBER 21, 2016
MINUTES OF THE SPECIAL MEETING OF THE
SAN PASCUAL STABLES SUBCOMMITTEE
OF THE CITY OF SOUTH PASADENA**

CALL TO ORDER

A Special Meeting of the San Pascual Stables Subcommittee was called to order by Committee Chair Rosen on Monday, November 21, 2016, at 6:37 p.m., in the Amedee O. "Dick" Richards, Jr., Council Chamber, located at 1424 Mission Street, South Pasadena, California.

1. ROLL CALL

Present: Committee Member Steven Friedman, Vice-Chair Kay Findley, and Chair Ron Rosen.

Absent: Committee Members Daniel Kreinbring and Stephen Peters.

Other Officials and Staff

Present: Councilmember/City Council Liaison Richard D. Schneider, M.D., Community Services Director/Staff Liaison Sheila Pautsch, and Management Assistant/Recording Secretary Natalie Sanchez.

Absent: Mayor Pro Tem/City Council Liaison Michael A. Cacciotti.

2. MINUTES FOR APPROVAL

MOTION BY COMMITTEE MEMBER FRIEMDAN, SECOND BY VICE-CHAIR FINDLEY, CARRIED 3-0, to approve the minutes of October 3, 2016 San Pascual Stables Subcommittee Special Meeting.

3. PUBLIC PARTICIPATION

Jennifer Page, Representative, Mustard Seed Ranch, noted Mustard Seed Ranch is a nonprofit organization that provides equine assisted therapy and life-experience programs to foster children in Southern California; announced that they will be launching a Junior Ambassador program in January 2017; expressed appreciation for the love and support received at the San Pascual Stables.

Renato Corzo, General Partner, Corbell Partnership (Current Operator of the San Pascual Stables), stated one of the requirements of the lease is the outreach program, noting how grateful he is to have such valuable services provided by Mustard Seed Ranch at the San Pascual Stables.

Alex Bellehumeur, President, State-wide Developers, Inc., and Co-Founder of San Pascual Stables, submitted a document to be added to the record, which provided an overview of the core associates' jobs and how their vital roles impact the success of the San Pascual Stables.

4. PRESENTATIONS

None.

ACTION/DISCUSSION

5. PROPOSAL RESULTS TO THE RFQ FOR AN EQUESTRIAN CONSULTANT

Director Pautsch noted this item was continued from the October 3, 2016 Subcommittee Meeting; reiterated that two proposals were received in response to the Request for Qualifications (RFQ) for the San Pascual Stables equestrian consultant, from the following: Integrated Consulting Group, Inc. (ICG, Inc.) and Withers & Sandgren Landscape, Architecture and Planning.

After reviewing each respondents' proposal, the Committee agreed that ICG, Inc., is the most qualified consultant to carry out the Areas of Focus in the RFQ.

MOTION BY VICE-CHAIR FINDLEY, SECOND BY COMMITTEE MEMBER FRIEDMAN, CARRIED 3-0, to recommend for the City Council's consideration an award of contract with Integrated Consulting Group, Inc., to assist the San Pascual Stables Subcommittee as the equestrian consultant.

Discussion ensued relative to the fee schedule included in the November 21, 2016 Subcommittee agenda packet.

In response to Committee Member Friedman's inquiry, Director Pautsch stated the fee schedule was initially completed based on the tasks provided in the RFQ; however, the Committee can determine if the fee schedule is based on an hourly rate or by task.

In response to Chair Rosen, Director Pautsch explained that there is no funding for the proposed consultant, noting that the City Council will need to approve the funding source; stated ICG, Inc.'s Senior Associate Consultant is rated at \$225 per hour, noting if the Committee were to utilize their services for 40 hours, it would be a total of \$9,000.

Committee Member Friedman suggested a not-to-exceed amount of \$10,000; noted if more funding is needed, the Committee can request additional funding from the City Council at that time. In response to Committee Member Friedman, Director Pautsch suggested the Committee recommend a not-to-exceed amount of \$15,000, advising it would be better to request more funding now than to have to return to the City Council numerous times.

MOTION BY COMMITTEE MEMBER FRIEDMAN, SECOND BY VICE-CHAIR FINDLEY, CARRIED 3-0, to recommend for the City Council's consideration a not-to-exceed amount of \$15,000 for the contract with Integrated Consulting Group, Inc.

Discussion ensued in efforts to determine which tasks are important for the consultant to focus on and which can be removed.

Chair Rosen opened the Public Comment period.

Renato Corzo, General Partner, Corbell Partnership (Current Operator of the San Pascual Stables), suggested the Committee research municipal leases such as Huntington Beach Central Park Equestrian Center, Hansen Dam Recreation Center, Los Angeles Equestrian Center, and Bonelli Park Equestrian Center; noted the aforementioned leases will help the Committee in determining what tasks the consultant should focus on.

In response to Chair Rosen's inquiry, Director Pautsch stated she has already obtained leases from Los Angeles Equestrian Center and Yorba Linda, which are available for the Committee's reference.

There being no others desiring to speak on this item, the Public Comment period was closed.

Councilmember Schneider suggested the Committee have an opportunity to be introduced to Ron Hagan, Senior Associate Consultant, ICG, Inc.

In order to utilize the consultant's resources and time efficiently, Director Pautsch recommended an Ad Hoc Committee consisting of two members of the Subcommittee be created.

MOTION BY CHAIR ROSEN, SECOND BY COMMITTEE MEMBER FRIEDMAN, CARRIED 3-0, to form an Ad Hoc Committee San Pascual Stables; and to appoint Vice-Chair Findley and Committee Member Friedman to meet with the ICG, Inc. consultant.

Chair Rosen suggested each Committee member further review the tasks and identify which tasks are most important.

Vice-Chair Findley expressed concern that the Committee has received negative input regarding the current operations as it is important that the Stables is looked upon as a positive asset and recreation to the community.

In response to Vice-Chair Findley, Chair Rosen stated the Committee's goal is to be objective to all views, and therefore cannot disregard any input brought forward.

COMMUNICATIONS

6. CITY COUNCIL LIAISON REPORT

None.

7. COMMITTEE MEMBERS REPORT

None.


8. STAFF LIAISON REPORT

None.

ADJOURNMENT

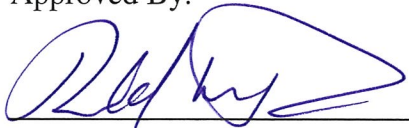
The Subcommittee adjourned at 7:18 p.m.

Respectfully Submitted:



Natalie Sanchez
Recording Secretary

Approved By:



Ron Rosen
San Pascual Stables Subcommittee Chair