



**TUESDAY, OCTOBER 10, 2017**  
**MINUTES OF THE REGULAR MEETING OF THE**  
**SAN PASCUAL STABLES SUBCOMMITTEE**  
**OF THE CITY OF SOUTH PASADENA**

**CALL TO ORDER**

A Regular Meeting of the San Pascual Stables Subcommittee was called to order by Committee Chair Rosen on Tuesday, October 10, 2017, at 7:04 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 Edward Corey; Vice-Chair Kay Findley; and Chair Ron Rosen.

**Absent:** Committee Members Steven Friedman and Daniel Kreinbring.

**Other Officials and Staff**

**Present:** Mayor /City Council Liaison Michael A. Cacciotti, Community Services Director/Staff Liaison Sheila Pautsch, and Management Assistant/Recording Secretary Natalie Sanchez.

**Absent:** Mayor Pro Tem /City Council Liaison Richard D. Schneider, M.D.

**2. CLOSED SESSION ANNOUNCEMENTS**

The Special Closed Session of the San Pascual Stables Subcommittee of October 10, 2017, was called to order by Chair Rosen at 6:30 p.m.

The meeting convened into Closed Session to discuss the following items as listed on the Closed Session Special Meeting Agenda:

**A. Conference with Real Property Negotiators**

CONFERENCE WITH REAL PROPERTY NEGOTIATORS, Pursuant to Government Code Section 54956.8

Properties: 221 San Pascual Avenue (5716-021-270) (5716-021-271) (5716-021-903) (5716-021-904)

Agency Negotiators: Community Services Director Sheila Pautsch

Negotiating Party: San Pascual Stables, LLC; Paddock Riding Club; All Equestrian Services, LLC; Dark Horse White Knight, Inc.; and Double Crown, LLC

Under Negotiation: Price and Terms

Community Services Director Pautsch reported that the Committee provided direction to the Community Services Director regarding the agendaized Closed Session Item, but did not take any reportable action.

**3. MINUTES FOR APPROVAL: APRIL 11, 2017 SUBCOMMITTEE REGULAR MEETING**

MOTION BY COMMITTEE MEMBER COREY, SECOND BY VICE-CHAIR FINDLEY, CARRIED 3-0, to approve the minutes of April 11, 2017 San Pascual Stables Subcommittee Regular Meeting.

**4. PUBLIC COMMENT**

None.

**5. PRESENTATIONS**

None.

**ACTION AND/OR DISCUSSION ITEMS**

**6. REVIEW OF THE SAN PASCUAL STABLES REQUEST FOR PROPOSALS PROCESS FINAL REPORT**

Ron Hagan, Senior Associate Consultant, Integrated Consulting Group, Inc. (ICG, Inc.), noted he has been working with the San Pascual Stables Ad Hoc Committee (Ad Hoc Committee) during the evaluation process of the Request for Proposals (RFP) for Equestrian Boarding Concession San Pascual Stables; provided an overview of the evaluation process of the RFP, which included review of written proposals, conducting oral interviews with each of the five respondents, preparing an analysis and developing a list of questions in response to each of the proposals, and completing its final evaluation and ranking of the proposals based on the weighted criteria contained in the RFP.

Consultant Hagan indicated the Ad Hoc Committee completed its work and provided a final report consisting of a recommendation to the City Council to approve the authorization to enter into negotiations with San Pascual Stables, LLC (SPS, LLC) for the lease and operation of the San Pascual Stables; further clarified that if negotiations with SPS, LLC are unsuccessful, then the City should proceed with negotiations with Paddock Riding Club (Paddock), 2nd highest rated candidate, for the new Agreement.

In response to Committee Member Corey's inquiry, Consultant Hagan indicated the two highest rated candidates (SPS, LLC and Paddock) both submitted all information and documents requested in the RFP.

Committee Member Corey inquired whether ICG and/or the Ad Hoc Committee completed any analysis regarding the new management configuration of SPS, LLC.

Consultant Hagan explained that SPS, LLC is a newly constituted limited liability partnership formed by the current concessionaire and their head trainers - this new entity shifts the ownership and direct management of the Stables to the majority partners who are head trainers at the facility with the existing owners becoming minority partners; advised that SPS, LLC proposed this new structure to address the City's concerns regarding lines of communication, customer service, capital improvements, and financial reporting.

In response to Committee Member Corey, Consultant Hagan confirmed that David and Caroline Sterckx, SPS, LLC majority owners, would be the point of contact to the City and in charge of making decisions.

Chair Rosen opened the Public Comment period.

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

MOTION BY COMMITTEE MEMBER COREY, SECOND BY VICE-CHAIR FINDLEY, CARRIED 3-0, to recommend that the City Council approve the authorization to enter into negotiations with San Pascual Stables, LLC for the lease and operation of the San Pascual Stables, and if negotiations with SPS, LLC are unsuccessful, then the City should proceed with negotiations with Paddock Riding Club, for the new Agreement.

MOTION BY VICE-CHAIR FINDLEY, SECOND BY COMMITTEE MEMBER COREY, CARRIED 3-0, to request that the City obtain a survey to clearly distinguish where the south property line is, so that the awarded concessionaire has a clear use of the City's property as covered by the lease.

## **COMMUNICATIONS**

### **7. CITY COUNCIL LIAISONS REPORT**

Mayor Cacciotti noted he was impressed after visiting and completing a walk-through of the San Pascual Stables; opined the facility was clean, professional, well run, and was proud to have the facility in the City; thanked the Committee and ICG for their work.

### **8. COMMITTEE MEMBERS REPORT**

None.

### **9. STAFF LIAISON REPORT**

Community Services Director Pautsch expressed appreciation to the Committee for their diligence throughout this entire process.

**ADJOURNMENT**

The Subcommittee adjourned at 7:15 p.m.

Respectfully Submitted:

Approved By:

  
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Natalie Sanchez  
Recording Secretary

  
\_\_\_\_\_  
Ron Rosen  
San Pascual Stables Subcommittee Chair

NOTE: This is the Stables Subcommittee's final meeting as a result of completing the goals and taking the lease agreement to the City Council.