

February 12<sup>th</sup>, 2018



**MINUTES OF THE REGULAR MEETING OF THE  
PARKS AND RECREATION COMMISSION  
OF THE CITY OF SOUTH PASADENA CONVENED  
THIS 12<sup>th</sup> DAY OF FEBRUARY 2018, AT 6:30 P.M.  
AMEDEE O. "DICK" RICHARDS, JR., COUNCIL CHAMBERS  
1424 MISSION STREET**

**1. ROLL CALL**

Chair D. Beadle convened the regular meeting of the Parks and Recreation Commission at 6:30 p.m.

Staff R. Martin called the roll. Present were: Chair D. Beadle, Vice-Chair A. Vogel, and Commissioner R. Rosen

Other Officials and Staff present: City Council Liaison Mayor Pro Tem M. Khubesrian, Public Works Director D. Niznik, Community Services Director/Staff Liaison S. Pautsch, and Staff R. Martin

Commissioner A. Salinas arrived shortly after roll call

Excused: Commissioner Z. Robb

**2. APPROVAL OF THE MINUTES OF THE REGULAR MEETINGS OF DECEMBER 11<sup>TH</sup>, 2017 AND JANUARY 8<sup>TH</sup>, 2018**

**MOTION:** Commission approved the minutes of the regular December 11<sup>th</sup>, 2018 and January 8<sup>th</sup>, 2018 Parks and Recreation Commission meetings. By unanimous voice vote, the motion passed.

(Beadle, Vogel)

**COMMENTS ON MATTERS NOT ON THE AGENDA**

**3. PUBLIC PARTICIPATION**

**NONE**

**PRESENTATIONS/ (ACTION AND/OR DISCUSSION)**

**4. PARK MAINTENANCE REPORT**

Public Works Director D. Niznik presented the December 2017 Monthly Park Maintenance Report.

**ACTION AND /OR DISCUSSION ITEMS**

**5. BOY SCOUT PACK 7 MURAL PROJECT**

Boy Scout Pack 7 leader representative Heather Bland presented item. Boy Scout Pack 7 proposed the installation of a Community Garden mural. Commission was shown two different water conservation themed murals designed by fellow Cub Scout parent Grady McFerrin. He compiled art work done by members of the Boy Scout troop, ages 6-10, and created two different conceptual designs for potential murals they'd like to paint on the Community Demonstration Garden wall, facing Magnolia Street. Commission was asked for feedback and to choose the final design. The design chosen by Commission will be taken to a future City Council meeting for final approval. Commission commended the troop for their presentation and art work.

**MOTION:** Commission approved the design titled "SPREAD THE WORD, CONSERVE" to be painted as a mural on the Community Demonstration Garden wall facing Magnolia Street.

(Beadle, Rosen)

Cub Scout parent McFerrin asked staff to place notices at the Community Garden notifying plot owners when item is scheduled to be on the City Council agenda in efforts promote attendance and feedback.

**6. ARROYO SECO GOLF COURSE-CLUB HOUSE SURVEY**

Director Pautsch presented item. Item was introduced at the December 2017 Parks and Recreation Commission meeting. Commission would like to move forward with distributing surveys at the grand opening of the Arroyo Seco Bicycle & Pedestrian Trail. Director Pautsch also informed Commission the grand opening will be postponed until late April, so that it coincides with Earth Day.

**MOTION:** Commission approved the survey design as is, and would like to move forward with community distribution at the Arroyo Seco Bicycle & Pedestrian Trail grand opening. By unanimous voice vote, the motion passed.

(Beadle, Vogel)

## **7. MEMORIAL BENCH PROGRAM POLICY**

Director Pautsch presented item. Staff proposed a new Memorial bench policy, which allows staff to approve or deny the public to purchase benches to be installed at a City park. Commission was asked for their suggestions or additions to the policy. Staff will present the policy to City Council for final approval. Commissioner Rosen requested information regarding the number of benches already placed in parks that are not in memory of an individual. In addition, he suggested that the purchase of benches be exclusively for memorial purposes. Staff will have information requested for Commission when item is revisited at a future meeting. Chair Beadle suggests adding residency requirement (past or present status). Commissioner Salinas asked that the guidelines for approval mirror the Memorial Healing Garden policy guidelines, with the exception of the age limitation. City Council Liaison Khubesrian suggests adding the installation date. Commission gave the following suggestions for the Memorial Bench Policy:

- Benches are installed only at Garfield, Library, and Eddie Park
- Fixed cost for all benches be clearly stated
- Follow Memorial Healing Garden guidelines when accepting applications (excluding age restriction)
- Limit to residents, past or present, for memorial purposes only
- Addition of a “Accept/Reject/Modify by Commission” section to application process
- Clearly state the restrictions and limitations for replacements

No motion is made. Item will be revisited at a future Commission meeting.

## **8. NOMINATION FOR CHAIR AND VICE-CHAIR**

Chair D. Beadle nominates Vice-Chair A. Vogel as new Chair. Commissioner Vogel accepts nomination. Because Commissioner Z. Robb is not present, Vice-Chair will be appointed at the next scheduled Commission meeting.

**MOTION:** Commission appointed A. Vogel as new Parks and Recreation Commission Chair. By unanimous voice vote, the motion passed.

(Beadle, Rosen)

## **9. CITY COUNCIL LIAISON REPORTS**

Mayor Pro Tem M. Khubesrian is excited about new upcoming projects and opportunities. She looks forward to hearing about Park Impact Fee updates.

## **10. COMMISSIONER REPORT**

Commissioners welcomed new City Council Liaison M. Khubesrian. Commissioners Salinas and Vogel commend the City on the recent renovations at Arroyo Seco.

**11. STAFF LIAISON REPORT**

Director Pautsch updated Commission on the following items:

- A successful Snow Day event hosted by Parks and Recreation division
- Pocket parks; Community meeting at sites, upcoming conceptual plans meeting
- Community Services Budget
- Commissioner park assignments; Commissioners will keep their assigned park, new Commissioner Z. Robb will be assigned Orange Grove Park.
- Commissioners request information on Emergency pole stations around the City, Staff will bring back to information to Commission.

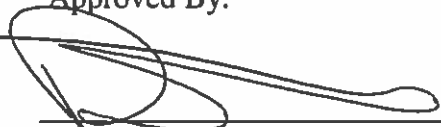
**ADJOURNMENT**

By consensus, the Commission adjourned at 7:36 p.m. The next Commission meeting will be held on Monday, March 12<sup>th</sup>, 2018.

Respectfully Submitted:

  
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Reyna Sakazan-Martin  
Community Services Management Aide

Approved By:

  
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David Beadle  
Chair