

April 9<sup>th</sup>, 2018



**MINUTES OF THE REGULAR MEETING OF THE  
PARKS AND RECREATION COMMISSION  
OF THE CITY OF SOUTH PASADENA CONVENED  
THIS 9<sup>th</sup> DAY OF APRIL 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 6:32 p.m.

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

Other Officials and Staff present: Community Services Director/Staff Liaison S. Pautsch, and Staff R. Martin

Excused: Commissioner A. Salinas, and City Council Liaison Mayor Pro Tem M. Khubesrian

**2. APPROVAL OF THE MINUTES OF THE REGULAR MEETINGS OF MARCH  
12<sup>TH</sup>, 2018**

**MOTION:** Commission approved the minutes of the regular March 12<sup>th</sup>, 2018 Parks and Recreation Commission meetings. By unanimous voice vote, the motion passed.

(Beadle, Robb)

**COMMENTS ON MATTERS NOT ON THE AGENDA**

**3. PUBLIC PARTICIPATION**

**NONE**

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

**4. NONE**

## **ACTION AND /OR DISCUSSION ITEMS**

### **5. MEMORIAL BENCH PROGRAM POLICY**

Item was presented by Director Pautsch and was introduced at the February 2018 Parks & Recreation Commission meeting. Per the request of the Commission, staff compiled an inventory list of all benches placed on City park property. In addition, revisions to the Memorial Bench Policy Program and Memorial Bench application based on suggestions given by Commission were applied. Once the Commission approves revisions, the documents will be reviewed by the City Attorney. The documents will then be presented to City Council for final approval and implementation. Chair Vogel asked if there is an application fee. Director Pautsch clarified that there is no charge for submitting an application. Commission collectively suggested the following corrections to the policy:

- First paragraph
  - First sentence: remove “..the needs and principles of..”
  - Third sentence: replace “..to past or current residents of South Pasadena” with “for individuals who resided in South Pasadena at some time of their lives.”
- Second paragraph
  - Third sentence: add and “s” after donation
  - Removal of last sentence
- Third paragraph
  - Second sentence: replace “visit” with “pick up an application at”
- Add additional bullet point after third paragraph: “ The Parks & Recreation Commission or the City Council of South Pasadena may deny the application if it is not in keeping with the values of the City,” preferably as the first bullet point
- Second bullet point: add “, if possible.” at the end of sentence
- Sixth bullet point: replace “liability to” with “liability for” and remove “from vandals.”
- Seventh bullet point:
  - Replace “that have been damaged, and is” with “that have been damaged, and are.”
- Eighth bullet point: replace “done at their expense” with “done at the applicants’ expense.”

**MOTION:** Commission accepts all suggested changes to the Memorial Bench Policy Program and application. Commission would like to move forward with further review by City Attorney. Revised Policy will come back to Commission at a later time. By unanimous voice vote, motion passed.

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(Rosen, Robb)

**6. CITY COUNCIL LIAISON REPORTS**

NONE

**7. COMMISSIONER REPORT**

- Commissioner D. Beadle recommended surrounding the unfinished Arroyo Seco Bicycle and Pedestrian Trail with a barricade or signs in effort to deter pedestrians from entering. He feels, at the least, "Enter at Your Own Risk" signs are necessary until trail cover is installed. Golf balls are still being projected from course to trail.
- Commissioner R. Rosen reported an issue he experienced when visiting the Arroyo Golf Course restaurant in late March.

**8. STAFF LIAISON REPORT**

Director Pautsch updated Commission on the following items:

- Successful Spring Eggstravaganza event on Sunday, March 31<sup>st</sup>; commended all staff involved
- Trail Grand Opening; postponed until Summer 2018, exact date in July is tentative
- Recreation's upcoming Doggy Day on April 21<sup>st</sup>, 2018
- Earth Day 2018 Celebration Week calendar of events
- Community Garden mural status
- Grevelia and Berkshire Pocket Parks
- Batting Cage lease negotiation status
- San Pascual Stables newly added site upgrades and delays for overall renovation plan
- Demonstration Garden maintenance
- David Margrave memorial status


**ADJOURNMENT**

By consensus, the Commission adjourned at 7:32 p.m. The next Commission meeting will be held on Monday, May 14<sup>th</sup>, 2018.

Respectfully Submitted:

  
Reyna Salazar-Martin  
Community Services Management Aide

Approved By:

  
Andrew Vogel  
Chair