

April 8<sup>th</sup>, 2019



**MINUTES OF THE SPECIAL MEETING OF THE  
PARKS AND RECREATION COMMISSION  
OF THE CITY OF SOUTH PASADENA CONVENED  
THIS 8<sup>th</sup> DAY OF APRIL 2019, AT 7:30 P.M.  
AMEDEE O. "DICK" RICHARDS, JR., COUNCIL CHAMBERS  
1424 MISSION STREET**

**1. ROLL CALL**

Chair A. Vogel convened the regular meeting of the Parks and Recreation Commission at 7:30 p.m.

Staff R. Martin called the roll. Present were: Chair A. Vogel, Vice-Chair K. Tamis, Commissioners: D. Beadle, K. Kwong, D. Chapman, and Staff Liaison Director Pautsch  
Other Officials and Staff present: Management Assistant R. Martin  
Not present during roll call: Council Liaison Michael Cacciotti, arrived after roll call

**2. APPROVAL OF THE MINUTES OF THE REGULAR MEETINGS OF MARCH 11<sup>TH</sup>, 2019**

**MOTION:** Commission approved the minutes of the regular March 11<sup>th</sup>, 2019 Parks and Recreation Commission meeting. By voice vote, the motion passed unanimously.

(Beadle, Chapman)

**COMMENTS ON MATTERS NOT ON THE AGENDA**

**3. PUBLIC PARTICIPATION**

Resident Kelly Koldus, via email statement relayed by Recreation Supervisor L. Hakobian, regarding Special Event Budget. She feels the City should cut events such as Doggy Day and Snow day because she believes the benefits will allow the budget to allocate more adult base events such as Summer Concerts and Shakespeare in the Park. Commission took the public comment in consideration, and will discuss during Item 7: Receive and File the Special Event Budget Summary. No further discussion at that time.

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

**4. NONE**

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

### **5. APPOINT COMMISSION CHAIR**

**MOTION:** Commission nominates Commissioner D. Beadle as Chair for the Parks & Recreation Commission. Commissioner D. Beadle accepted the nomination. By voice vote, motion passed unanimously.

(Kwong, Tamis)

### **6. FIELD USE REQUEST-SUMMER FALL 2019**

Presented by Director S. Pautsch on behalf of Recreation Supervisor L. Hakobian. She presented the specifics and the staff recommendations for each field use request submitted for Summer-Fall 2019. Staff recommended approving all four applications submitted.

**MOTION:** Commission approved staff recommendations for Summer Fall 2019 field use applications. By voice vote, motion passed unanimously.

(Tamis, Chapman)

### **7. RECEIVE AND FILE SPECIAL EVENTS BUDGET SUMMERY**

Presented by Director S. Pautsch. At the March 11<sup>th</sup>, 2019 Commission meeting, the Commission requested to see the cost of individual events to determine if cuts need to be made and what events may be able to be cancelled or fees increased. Commission was presented a detailed report on what is budgeted, expenditures, and revenue for all Special Events hosted by the Community Services Department. It is recommended that Commission receive and file the Special Events Budget Summery. Additionally, Commission can recommend cancelling certain special events to City Council to assist with the budget gap. Commissioner Beadle suggests cancelling Snow Day if Council were to request a recommendation from Commission.

**MOTION:** Commission would like to direct staff to evaluate and recommend a prioritized list of current Special Events based on discussion. By voice vote, motion passed unanimously.

(Chapman, Beadle)

**MOTION:** Commission approved to receive and file the Special Events Budget Summery. By voice vote, motion passed unanimously.

(Beadle, Tamis)

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**8. RECEIVE AND FILE THE FISCAL YEAR 2019-2020 COMMUNITY SERVICES GENERAL FUND BUDGET**

Presented by Director S. Pautsch. It is recommended that the Commission receive and file the Fiscal Year 2019-2020 Community Services General Fund Budget.

**MOTION:** Commission approved to receive and file the Fiscal Year 2019-2020 Community Services General Fund Budget. By voice vote, motion passed unanimously.

(Beadle, Chapman)

**9. CITY COUNCIL LIAISON REPORTS**

City Council Liaison M. Cacciotti requests an estimated time staff is able to provide an Arroyo Seco Facility expense and revenue report. Director Pautsch will present Commission with the expense and revenue report at the June 2019 Parks & Recreation Commission meeting.

**10. COMMISSIONER REPORT**

None

**11. STAFF LIAISON REPORT**

Director S. Pautsch updated Commission on the following items:

- No Doggy Day this year
- Eggstravaganza April 20th
- Staff continues to work on budget, and upcoming budget planning events
- Renovations, including current research for park lighting options

**ADJOURNMENT**

By consensus, the Commission adjourned at 8:20 p.m. The next Commission meeting will be held on May 13<sup>th</sup>, 2019.

Respectfully Submitted:



Reyna Salazar-Martin  
Community Services Management Assistant

Approved By:



Andrew Vogel  
Chair