



**MINUTES OF THE REGULAR MEETING OF THE  
PARKS AND RECREATION COMMISSION  
OF THE CITY OF SOUTH PASADENA CONVENED  
THIS 11<sup>TH</sup> DAY OF JANUARY 2016, AT 6:30 P.M.  
AMEDEE O. "DICK" RICHARDS, JR., COUNCIL CHAMBERS  
1424 MISSION STREET**

**1. ROLL CALL**

Commissioner Vice-Chair Zavala convened the Regular Meeting of the Parks and Recreation Commission at 6:33 p.m.

Staff R. Martin called the roll. Present were Commissioner Vice-Chair Zavala, Commission Members Rosen and Taylor. Chair Salinas arrived shortly after roll call.

Excused Absence: Commissioner Gin

Other Officials and Staff present: City Council Liaison D. Mahmud, Community Services Director/ Staff Liaison S. Pautsch , and Staff R. Salazar-Martin.

**2. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF  
DECEMBER 14<sup>TH</sup>, 2016**

**MOTION:** Commission approved the minutes of the regular December 14th meeting as amended. By unanimous voice vote, the motion passed.

(Rosen, Taylor)

**3. PUBLIC PARTICIPATION**

None

**4. PRESENTATIONS/(ACTION/DISCUSSION)**

None

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

### **5. DISCUSSION REGARDING POSSIBLE CAPITAL IMPROVEMENT PROJECT FOR FY 2016-2017**

Community Services Director Pautsch presented Commission with updated Proposed Capital Project list as well as a list from last year of Facility and Parks Improvements for the 2015-2016. She would like the Commission to provide any additions or suggestion to current list that should be added, specifically in our Small Capital Project list, before recommending list to City Council as the new list for 2016-2017. Director Sheila would like to point out that the Community Garden is complete, therefore may be removed off of the list, but have the option to add the demonstration water wise garden to the list, however it is already in the works.

**MOTION:** Because of the upcoming building of the Dog Park, Commission would like to move the Arroyo Walk way path as the #1 priority in our Small Capital projects and remove the Community Garden. By unanimous voice vote, the motion passed.

(Rosen, Taylor)

**MOTION:** Commission decided to move the Eddie Park House Needs Assessment item to Small Capital Projects list, and removes Gates at Eddie Park item all together. By unanimous voice vote, the motion passed.

(Taylor, Salinas)

**MOTION:** Based on discussion regarding Community demands and needs Commission finalized list for Small Capital Projects as follows: 1) Create a Safe lighted walk ways, staircase and trail access into Arroyo Park, 2) Use High Efficiency Irrigation and native/drought tolerant plants on all new park sites 3) Needs Assessment of Eddie Park House, 4) Orange Grove Field Lights, 5) 3rd Restroom at Nelson Field, 6) Expand the Nature Park, 7) Exercise Work Stations in City Parks. By unanimous voice vote, the motion passed.

(Taylor, Salinas)

**MOTION:** Commission would like to add the Berkshire and Grevelia Lot items as #8 on the Small Capital Project list. By unanimous voice vote, the motion passed.

(Rosen, Zavala)

After Director Pautsch gave the updates in items in the Medium and Large Project list, Commission had no other suggestion for the remaining Capital Projects. The Medium and Large Capital Project List will stay as is to present to City Council for the 2016-2017 FY.

Director Pautsch also gave her update on the current maintained situation with the War Memorial Building. Due to consecutive days of heavy rains, there has been some water damage within the building. Because of the need to work within the building floors and walls for repair, organizations like Gymboree will need to vacate by March in order to securely and diligently clear out any mold.

## **6. LOS ANGELES COUNTYWIDE COMPREHENSIVE PARK AND RECREATION NEEDS ASSESSMENT**

Director Pautsch informed the Commission that Los Angeles County is doing a needs assessment for all Parks in the County. Our Prop A funds from 1996 will be expiring this year and are now trying to find the appropriate areas in need of these funds while they are still available to us. The County has assessed our City Parks and Facilities and shared the findings with the Commission. Overall, the City did well but did point out items that still are not offered to our Community i.e. swimming pool, gymnasium, splash pads, etc. The County would like for the City to hold a Community Meeting open to residents in order to suggest what they feel we are in need of. On January 14<sup>th</sup>, 2016 The City will host an open meeting for the community to hear their suggestions that will eventually be brought to City Council. Director Pautsch strongly suggests that this Commission attend. No motion needed at this time.

## **7. APPOINTING OF NEW CHAIR AND CO-CHAIR**

**MOTION:** Commission nominates Commissioner Taylor as Chair. Commissioner Taylor respectfully declines, but volunteers for Vice-Chair

**MOTION:** Commission nominated and elected Vice-Chair Zavala as new Commission Chair. Co-Chair Zavala accepted. By unanimous voice vote, the motion passed. Jose Zavala is now the new Chair of the Parks and Recreation Commission.

(Salinas, Taylor)

**MOTION:** Commission nominated and elected Commissioner Taylor as new Commission Vice-Chair. Commissioner Taylor accepted. By unanimous voice vote, the motion passed. Queenie Taylor is now the new Vice-Chair of the Parks and Recreation Commission.

(Rosen, Zavala)

## **8. CITY COUNCIL LIAISON REPORT**

Mayor Mahmud updated the Commission that she has made changes to the Commission Liaisons. Because this was Mayor Mahmud's last Parks and Recreation Meeting, she wanted to thank all the Commissioners for their hard work and dedication and that it was a pleasure to serve alongside of them.

## **9. COMMISSION REPORTS**

Commissioner Taylor wanted to share her excitement of seeing the City of South Pasadena's Rose Parade float second in the Parade for the first time in her recollection. She added that it was impressive to see a self-build float so high up in the order. She commended all who were involved in its construction. Commissioner Rosen discussed the updates he acquired from the Chamber of Commerce Meeting regarding the upcoming AMGEN Bicycle Tour on May 16<sup>th</sup>. He shares that they are looking for volunteers. Chair Salinas brought up an issue related to the trail in Arroyo Park which both pedestrians and horses share. From his experiences running on that trail, he suggests that it may become a safety hazard having both on the same trail. He wanted to suggest separating them at some point when adding our future addition.

## **10. STAFF LIAISON REPORT**

Director Pautsch updated Commission on the upcoming Snow Day on January 23<sup>rd</sup> successful ticket sales; they are predicted to sell completely out. She also gave the Commission a rundown of the planned activities, layout, and next steps if it does rain for rescheduling. Lastly, she updated commission that they are currently working on the upcoming budget and capital projects.

**ADJOURNMENT**

By consensus, the Commission adjourned at 7:40 p.m. The next Commission meeting will be held on Monday, February 8<sup>th</sup>, 2016.

Respectfully Submitted:

  
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Sheila Pautsch  
Community Services Director

Approved By:

  
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Arturo Salinas  
Chair