



**MINUTES OF THE REGULAR MEETING OF THE
PARKS AND RECREATION COMMISSION
OF THE CITY OF SOUTH PASADENA CONVENED
THIS 14TH DAY OF SEPTEMBER 2015, AT 6:30 P.M.
AMEDEE O. "DICK" RICHARDS, JR., COUNCIL CHAMBERS
1424 MISSION STREET**

1. ROLL CALL

Vice Chair Zavala convened the Regular Meeting of the Parks and Recreation Commission at 6:35 p.m.

Staff R. Martin called the roll. Present were Vice Chair Zavala, Commissioner Members Gin, Rosen and Taylor.

Excused Absence: Chair Salinas

Other Officials and Staff present: City Council Liaison Mahmud, Community Services Director/Staff Liaison Pautsch, Community Services Coordinator Anthony Kim, and Staff Reyna Salazar-Martin.

2. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF JULY 13TH, 2015.

MOTION: Commission approved the minutes of the regular July 13th meeting. By unanimous voice vote, the motion passed.

(Gin, Taylor)

3. PUBLIC PARTICIPATION

None

4. PRESENTATION: SUMMER CONCERT SERIES 2015

Parks and Recreation staff member Anthony Kim gave an overview presentation on the City's 2015 Summer Concert Series that included attendance, total expenditures, revenue,

and an increase in sponsorship. City Council Liaison Mahmud made a suggestion for the 2016 series, to space the concerts apart by two-week intervals instead of back-to-back weeks, as well as having the series start earlier. She feels this may increase attendance. Commissioner Taylor also suggested making the dates easy for the public to identify, i.e every second and fourth or first and third Sunday of the month.

ACTION AND/OR DISCUSSION ITEMS

5. APPROVAL OF HEALING GARDEN APPLICATION

Parks and Recreation staff member Anthony Kim presented the application submitted by close friends of Sean Yutaka Kanke family to add his name to the South Pasadena Healing Garden.

MOTION: Commission approved adding Sean Yutaka Kanke to the South Pasadena Healing Garden on the terms that staff contact the Kanke family confirming approval of adding Sean's name to the Garden due to the fact that the application was submitted by non-immediate family members. If family declines adding Sean's name, the Commission would like the item to come back for reconsideration. By unanimous vote, the motion passed.

(Rosen, Taylor)

6. DISCUSSION ON POSSIBLE VOLLEYBALL COURT

Commissioner Rosen presented recap of the Volleyball task force meeting regarding the appropriate locations for a possible volleyball court within the City and submits memo to the staff. The group came to the following conclusions at this time: For the Garfield Park location, having the court in the Stratford Location may disrupt a lot of family and community use as well as visitors at the healing garden. Instead, would like to present the location South of the tennis court because it would not affect the areas with the most usage of the park, it is however the location where vendor booths are placed for city events and in close proximity of the City's equipment storage facility. For the Arroyo Park location, the location South or East of the playground area seemed to be the most suitable; however there is a chance that the power lines may hang too low. For Eddie Park location, the group did not feel that this park would be functional because of limited space, parking, and close proximity to residents. For Grevalia's Pocket park, they have concerns with neighbors would not approve of having a court in that location. Commissioner Rosen and Gin would like to actually see the community input and interest on the need for a volleyball court to determine the necessity in order to support the cost. Director Pautsch will ask staff to follow up with staff on working with Olivia on retrieving info on community interest, cost estimates, and working with the City's Public Works Department.

7. SUMMER CONCERT RECAP AND SUGGESTIONS FOR NEXT YEAR

Director Pautsch presented item. Staff is looking at possible dates and more community events in between the concert series. Also reminds Commissions about upcoming nominations for the Summer Concert Ad Hoc committee that will be meeting in January.

8. REVIEW AND APPROVAL OF UPDATES TO THE COMMUNITY SERVICE POLICY AND PROCEDURES

Parks and Recreation staff member Anthony Kim presented the most recent version with all suggestions by the Commission including the clarification of the different classification of parks. Commissioner Rosen suggested an additional grammatical change to one of the policies. City Council Liaison Mahmud suggested adding an appendage to the Community Garden section. Also, gave suggestion on wording for the Concession stand rental section.

MOTION: Commission approved the amended policy and procedures in addition to the suggested correction proposed at meeting. By unanimous vote, the motion passed.

(Zavala, Gin)

9. FIELD MAINTENANCE REPORT

Parks and Recreation staff member Anthony Kim presented item. He also added that the Parks and Recreation Supervisor, AYSO, and Little League has reviewed and approved prior to presenting it to the Commission.

MOTION: Commission approves the 2016-2019 Field Maintenance schedule as presented. By unanimous vote, the motion passed.

(Gin, Rosen)

10. NOMINATE COMMISSIONER TO SERVE ON THE ARROYO SECO GOLF COURSE SUBCOMMITTEE

Director Pautsch introduces item by describing the current lease situation as well as what the Subcommittees' goals will be and whom it will consist of.

MOTION: Commission nominates Commissioner Taylor to serve on the Arroyo Seco Golf Course Subcommittee. Commissioner Taylor accepts the nomination. By unanimous vote, the motion passed.

(Rosen, Zavala)

11. PARKS AND RECREATION ANNUAL REPORT

Director Pautsch presented a report compiled from this year's Parks and Recreation Commission minutes for a final Parks and Recreation Annual Report. The only item not added is the newly approved Healing Garden submission of Sean Yutaka Kanke. (Report was done prior to receiving his application). City Council Liaison has one grammatical suggestion to the report in regards to the picnic shelter.

MOTION: Commission approved the annual report as presented as well as adding the suggestion given at this meeting. By unanimous vote, the motion passed.

(Gin, Taylor)

12. CITY COUNCIL LIAISON REPORT

Mayor Pro Tem Mahmud thanked the Commission for their strong support for the Community Garden. She added how impressive it looks and how well it is being run. She would also like to report that there has been no negative feedback from the neighboring residents.

13. COMMISSION REPORTS

Commissioner Taylor commended the Parks and Recreation staff for planning and executing a successful Summer Concert Series. Commissioner Rosen gave an overview of a successful Golf Course event he attended. Commissioner Gin would like to update Commission on the repaving of the city's parking lot. Vice Chair Zavala promotes his upcoming Tiger Run in December and invites the Commission to participate.

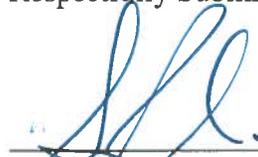
14. STAFF LIAISON REPORT

Director Pautsch provided a recap on past department events such as the Summer Concerts, Shakespeare in the Park, and our first Parks After Dark event. Also, gave a small update on Camp Med, reminded commission on two large holiday events coming up; our annual Halloween Spooktacular in October and annual Breakfast with Santa in December. Also, the Recreation Division is going to have a brand new "Snow Day" event in January.

ADJOURNMENT

By consensus, the Commission adjourned at 7:35p.m. There will be no October meeting. The next Commission meeting will be held on Monday, November 9th, 2015.

Respectfully Submitted:



Sheila Pautsch
Community Services Director

Approved By:



Arturo Salinas
Chair