



**CITY OF SOUTH PASADENA
COMMUNITY SERVICES COMMISSION REGULAR MEETING**

MINUTES
MONDAY, SEPTEMBER 9, 2024, AT 6:30 P.M.

CALL TO ORDER:

The Regular Meeting of the South Pasadena Community Services Commission was called to order by Chair Vogel on Monday, July 8, 2024, at 6:32 P.M. The City Council Chambers is located at 1424 Mission Street, South Pasadena, California.

ROLL CALL:

PRESENT

Chair	Gabriel Vogel
Vice Chair	Bryan Samuels
Commissioner	Lela Bissner
Commissioner	Leslie Albe Field
Commissioner	Anthony W. Lai
Commissioner	Mackenzie Z. Moore
Commissioner	Stephen Plotkin (On Zoom)
Council Liaison	Jack Donovan

ABSENT

None

Lucy Hakobian, Deputy Community Services Director, announced a quorum.

CITY STAFF PRESENT:

Sheila Pautsch, Community Services Director; Lucy Hakobian, Community Services Deputy Director; Nathalie Wilcox, Community Services Supervisor; Melissa Snyder, Community Services Supervisor; and Gabriel Tallon, Management Analyst were present at Roll Call.

PLEDGE OF ALLEGIANCE:

The Flag Salute was led by Commissioner Moore.

PUBLIC COMMENT

1. PUBLIC COMMENT – GENERAL (NON-AGENDA ITEMS)

None

PRESENTATION

ACTION/DISCUSSION

2. APPROVAL OF MINUTES OF SEPTEMBER 9, 2024, COMMUNITY SERVICES COMMISSION MEETING

Recommendation

It is recommended that the Community Services Commission approve the minutes for the September 9 2024, Regular Community Services Commission Meeting.

COMMISSION ACTION AND MOTION

A motion was made by Commissioner Bissner, seconded by Commissioner Plotkin, and approved by roll call vote to approve Item No. 2. The motion carried 5-0-1-1 with Commissioner Field abstaining, by the following vote:

- AYES:** Bissner, Lai, Plotkin, Samuels, Vogel
- NOES:** None
- ABSENT:** Moore*
- ABSTAINED:** Field

3. REVIEW AND APPROVE THE FIELD CLOSURE SCHEDULE FOR ORANGE GROVE FIELD

Recommendation

It is recommended that the Community Services Commission review and approve the the field closure schedule for Orange Grove Park.

COMMISSION ACTION AND MOTION

A motion was made by Commissioner Lai, seconded by Commissioner Field, and approved by roll call vote to approve Item No. 3. The motion carried 6-0-1-0, by the following vote:

- AYES:** Bissner, Field, Lai, Plotkin, Samuels, Vogel
- NOES:** None
- ABSENT:** Moore*
- ABSTAINED:** None

4. REVIEW AND APPROVE THE FALL 2024 FIELD USE REQUEST FOR HOLY FAMILY SCHOOL

Recommendation

It is recommended that the Community Services Commission review and approve the Fall 2024 field use request for Holy Family School.

COMMISSION ACTION AND MOTION

A motion was made by Commissioner Lai, seconded by Commissioner Bissner, and approved by roll call vote to approve Item No. 4. The motion carried 6-0-1-0 with by the following vote:

AYES: Bissner, Field, Lai, Plotkin, Samuels, Vogel
NOES: None
ABSENT: Moore*
ABSTAINED: None

5. RECEIVE AND FILE THE SUMMER 2024 SPECIAL EVENTS UPDATE

Recommendation

It is recommended that the Commission receive and file the Summer 2024 Special Events Update. Community Services Supervisor Wilcox provided the report.

COMMISSION ACTION AND MOTION

A motion was made by Commissioner Lai, seconded by Commissioner Field, and approved by roll call vote to receive and file Item No. 5. The motion carried 7-0-0-0, by the following vote:

AYES: Bissner, Field, Lai, Moore, Plotkin, Samuels, Vogel
NOES: None
ABSENT: None
ABSTAINED: None

6. DISCUSS AND RECOMMEND NOVEMBER 2024 COMMUNITY SERVICES COMMISSION MEETING DATE

Recommendation

It is recommended that the Commission discuss and recommend a date in November 2024 for the Commission to hold their meeting. The regularly scheduled meeting falls on a holiday. Deputy Community Services Director Hakobian suggested November 4 as a recommendation based on the Council Chamber's availability.

COMMISSION ACTION AND MOTION

A motion was made by Vice-Chair Samuels, seconded by Commissioner Bissner, and approved Item No. 6.

COMMUNICATIONS

7. CITY COUNCIL LIAISON COMMUNICATIONS

Councilmember Donovan provided a brief update on the eviction notice to the South Pasadena Preservation Foundation. Clarification was made that the eviction was not related to rent payment.

8. COMMISSIONER COMMUNICATIONS

Commissioner Field provided an update on the Library/Community Center Ad Hoc Committee. Commissioner Bissner attended the Senior Champion Award and the Golf Course meeting. Commissioner Plotkin commended staff on the social media efforts and inquired on how to increase followers. Vice Chair Samuels also commended staff on social media efforts and had questions on the Director position and the golf comprehensive plan. He made a motion to agendaize a work plan item for a future meeting, motion received a second by Commissioner Plotkin. Chair Vogel inquired on the Cooling Center.

9. STAFF LIAISON COMMUNICATIONS

Community Services Director Pautsch reported on the following:

- The Director position will be filled by Lucy Hakobian
- Commission will receive a draft report for the Golf Course Comprehensive Plan
- Parks Comprehensive Plan will be kicking off soon. Staff will check with consultant in getting monthly updates on this project to be provided to the Commission
- Pocket Park Award of Contract on October 4

Deputy Community Services Director Hakobian reported on the following:

- Multicultural Event scheduled on September 28 from 11am-3pm

Community Services Supervisor Wilcox reported on the following:

- Summer camp med with 714 registrations, 13% increase from last year with 193 campers
- After school year enrollment was low, however we now have 32 campers. Vice-Chair Samuels asked if Camp Med program can be outsourced
- Need Commissioners to judge costume contest. Chair Vogel and Commissioners Lai and Bissner will be heading this endeavor

Community Services Supervisor Snyder reported on the following:

- Nutrition Program distributed a total of 715 meals in August
- Senior Center received 27 new members and 18 renewals for a total of 192 couple memberships and 379 individual memberships
- Upcoming events include Hispanic Heritage celebration on September 17, Flu Shot clinic on September 26, Ice Cream Social on September 27
- The excursion to Solvang is at full capacity; looking into getting a 2nd bus

Management Analyst Tallon reported on the following:

- Received two new electric vehicles for Transit Division.

PUBLIC COMMENT- CONTINUED**10. CONTINUED PUBLIC COMMENT-GENERAL**

None

ADJOURNMENT

There being no further matters, Chair Vogel adjourned the meeting of the Community Services Commission at 7:51 P.M. to the next Regular Community Services Commission meeting scheduled for October 7, 2024.

Respectfully submitted:



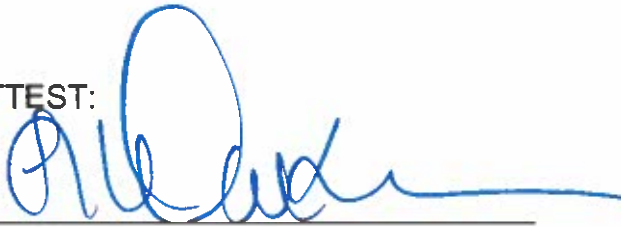
Lucy Hakobian
Community Services Director

APPROVED:



Gabriel Vogel
Chair

ATTEST:



Lucy Hakobian
Community Services Director

Approved at Community Services Commission Meeting: October 7, 2024