



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

**MINUTES
MONDAY, SEPTEMBER 11, 2023, AT 6:30 P.M.**

CALL TO ORDER:

The Regular Meeting of the South Pasadena Community Services Commission was called to order by Chair Rocha on Monday, September 11, 2023, at 6:30 P.M. The City Council Chambers are located at 1424 Mission Street, South Pasadena, California.

ROLL CALL:

PRESENT

Chair	Victoria Rocha
Commissioner	Alberto Ocon
Commissioner	Gabriel Vogel
Commissioner	Margaret Yi
Council Liaison	Jack Donovan

ABSENT

Vice Chair	Bryan Samuels
Commissioner	Lela Bissner
Commissioner	Kristine Kwong

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

CITY STAFF PRESENT:

Sheila Pautsch, Community Services Director; Nathalie Wilcox, Community Services Supervisor; Melissa Snyder (on Zoom), Community Services Supervisor; Jordan Bell, Program Specialist; Lucy Hakobian, Deputy Community Services Director were present at Roll Call.

PLEDGE OF ALLEGIANCE:

The Flag Salute was led by Commissioner Vogel.

PUBLIC COMMENT

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

None.

ACTION/DISCUSSION

2. APPROVAL OF COMMUNITY SERVICES COMMISSION MEETING MINUTES FOR AUGUST 21, 2023

Recommendation

It is recommended that the Community Services Commission approve the minutes for the August 21, 2023, Regular Community Services Commission Meeting.

COMMISSION ACTION AND MOTION

A motion was made by Commissioner Rocha, seconded by Commissioner Ocon and approved by roll call vote to approve Item No. 2. The motion carried 4-0-0, by the following vote:

AYES: Rocha, Ocon, Yi, Vogel
NOES: None.
ABSENT: Samuels, Kwong, Bissner
ABSTAINED: None.

3. APPROVAL OF FALL 2023 FIELD USE REQUESTS

Recommendation

It is recommended that the Commission review and consider approval of the Fall 2023 field use requests for South Pasadena Little League (SPLL) and Holy Family. Staff Liaison Wilcox presented the item.

COMMISSION ACTION AND MOTION

A motion was made by Commissioner Vogel, seconded by Commissioner Yi and approved by roll call vote to approve Item No. 3 for SPLL, considering the following: Approve permit for SPLL starting September 11; Orange Grove Field not available on October 27 for the Spooktacular Event; Orange Grove Field not available on October 29th due to Arroyo Fest; Orange Grove Field Closure November 27, 2023-January 31, 2024; Field available on October 28th but limited parking due to the Arroyo Fest. The motion carried 3-0-1, by the following vote:

AYES: Rocha, Vogel, Yi.
NOES: None.
ABSENT: Samuels, Bissner, Kwong.
ABSTAINED: Ocon.

COMMISSION ACTION AND MOTION

A motion was made by Commissioner Yi, seconded by Commissioner Ocon and approved by roll call vote to approve Item No. 3 for Holy Family considering the following: Orange Grove Field not available on October 27 for the Spooktacular Event. The motion carried 4-0-0, by the following vote:

AYES: Rocha, Ocon, Yi, Vogel.
NOES: None.
ABSENT: Samuels, Kwong, Bissner
ABSTAINED: None.

4. 2023 SUMMER SPECIAL EVENTS UPDATE**Recommendation**

It is recommended that the Community Services Commission receive and file the 2023 Summer Special Events Update. Staff Liaison Snyder presented the item.

COMMUNICATIONS**5. CITY COUNCIL LIAISON COMMUNICATIONS**

Councilmember Donovan provided a brief update on the Golf Course presentation made to City Council on September 6.

6. COMMISSIONER COMMUNICATIONS

Chair Rocha attended the September 6 meeting regarding the Golf Course. She reported that Council approved to move forward on getting a Request for Proposal (RFP) to draft a Master Plan.

Commissioner Yi inquired about the time frame for the RFP and the implementation.

Commissioner Vogel inquired as to how many people attended the September 6 meeting.

7. STAFF LIAISON COMMUNICATIONS

Community Services Director Pautsch thanked Chair Rocha and Commissioner Ocon for all their efforts on the Ad Hoc Committee. Director Pautsch informed the Commission of the State of the City scheduled for December 5.

Community Services Supervisor Wilcox provided an update on Recreation division offerings including facility and gazebo rentals, leisure classes and Halloween Spooktacular.

Community Services Supervisor Snyder provided an update on Senior division offerings including a new caterer for the lunch program, senior programming, and excursions. As of August 1st, the department has fully transitioned to CivicPlus, a new registration software program.

Program Specialist Bell provided an update on Camp Med along with a monthly flyer of all activities that took place in August/September.

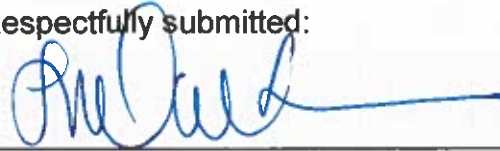
8. CONTINUED PUBLIC COMMENT-GENERAL

None

ADJOURNMENT

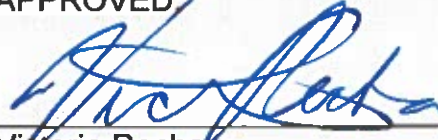
There being no further matters, Chair Rocha adjourned the meeting of the Community Services Commission at 6:58 P.M. to the next Regular Community Services Commission meeting scheduled for October 9, 2023.

Respectfully submitted:



Lucy Hakobian
Deputy Community Services Director

APPROVED:



Victoria Rocha
Chair

ATTEST:



Lucy Hakobian
Deputy Community Services Director

Approved at Community Services Commission Meeting: November 13, 2023