AGENDA



Recreation & Parks Commission Wednesday, March 17, 2021 6:00 p.m.

DUE TO THE COVID-19 EMERGENCY, THIS
MEETING WILL BE CONDUCTED VIA TELECONFERENCE
PURSUANT TO THE GOVERNOR'S
EXECUTIVE ORDER N-29-20

How Can Members of the Public Observe and Provide Public Comments?

- Residents can watch the meeting live via Spectrum Channel 3 and 22, AT&T U-Verse Channel 99 and/or El Segundo TV at YouTube.com.
- Access remotely via Zoom from a PC, Mac, iPad, iPhone or Android device at URL Meeting ID: 922 9082 1205 and Passcode: 765695

NOTE: If you do not wish for your name to appear on the screen, use the drop-down menu and click on "rename" to rename yourself "anonymous"

- Join by phone at 1-669-900-9128 and enter meeting ID: 922 9082 1205 and Passcode: 765695
- https://zoom.us/j/92290821205?pwd=SzJXa3JsSDdObGV1b25nVGZWbm1DUT09

NOTE: Your phone number is captured by the Zoom software and is subject to the Public Records Act, dial *67 BEFORE dialing in to remain anonymous

- Do not simultaneously use a microphone through Zoom and a cellphone/telephone, this combination results in audio problems.
- For electronic public comments on a specific agenda item, submit comments to the
 following e-mail address, with a limit of 150 words and accepted up until 30 minutes
 prior to the meeting: mpalacios@elsegundo.org, in the subject line, please state
 the meeting date and item number. Depending on the volume of
 communications, the emails will be read to the commission during public
 communications.
- All written communication, documents, and email addresses of attendees captured by Zoom software will be considered public documents subject to possible posting on the City's website and are subject to disclosure under the Public Records Act.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Monse Palacios, 310-524-2882. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

MEETING OF THE RECREATION AND PARKS COMMISSION

Wednesday, March 17, 2021 at 6:00 p.m.

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE Chairperson Motta
- C. ROLL CALL
- D. PRESENTATION
 - 1. Acacia Park update
 - 2. Teen Advisory Committee
 - 3. Aquatics Highlights for 2019-2020, including operations and financials
- E. PUBLIC COMMUNICATIONS (Related to Commission business only and that is within the subject matter under the jurisdiction of the Commission 5 minutes per person; 30 minutes total. The Brown Act does not allow the Commission to take action on any item not on the agenda.)
- F. CONSENT CALENDAR
 - 1. APPROVAL OF THE MINUTES of the Recreation and Parks Commission Special Meeting of January 20, 2021. (Commission Action Required)

Recommendation: (1) Approval; (2) Alternatively, discuss and take other action related to this item.

G. UNFINISHED BUSINESS

None

H. NEW BUSINESS

1. Consideration and possible action regarding tree removal at 309 E. Mariposa Avenue

Recommendation: (1) Approve Ficus tree removal at 309 E. Mariposa Avenue; (2) Alternatively, discuss and take other action related to this item.

I. REPORTS

- 1. REPORTS OF SUBCOMMITTEES
 - a. Aquatics Subcommittee
 - b. Gateway Committee
 - c. Transportation Subcommittee on hold
 - d. Youth Sports Council

2. STAFF REPORTS

- a. Arecia Hester, Recreation Superintendent
- b. Christopher Hentzen, Parks Maintenance Superintendent

3. **DIRECTOR REPORTS**

a. Melissa McCollum, Community Services Director

J. COMMISSIONER COMMENTS

Commissioner Watson Commissioner Stolnack Commissioner Lubs Vice Chairperson Davis Chairperson Motta

K. ADJOURNMENT

Adjourn to the next Regular Meeting on Wednesday, April 21, 2021 at 6:00 p.m. at City Council Chambers, 350 Main Street, El Segundo, CA 90245.

Posted	by:
Date:	
Time:	



CITY OF EL SEGUNDO RECREATION AND PARKS COMMISSION MEETING MINUTES

SPECIAL MEETING

Wednesday, January 20, 2021, 6:00 p.m.
This meeting was conducted virtually via Zoom conferencing

- **A. CALL TO ORDER –** The meeting of the Recreation and Parks Commission was called to order by Chairperson Motta at 6:00 p.m. in the City Hall Council Chambers.
- B. PLEDGE OF ALLEGIANCE Led by Chairperson Motta
- C. ROLL CALL via teleconference

Commissioner Kelly Watson	Present
Commissioner Julie Stolnack	Absent
Commissioner Dave Lubs	Present
Vice Chairperson Lee Davis	Present
Chairperson Bob Motta	Present

All Commissioners were present via Zoom teleconference

ALSO PRESENT - via teleconference

Melissa McCollum, Community Services Director Elias Sassoon, Public Works Director Arecia Hester, Recreation Superintendent Christopher Hentzen, Parks Superintendent Monse Palacios, Senior Administrative Analyst

D. PRESENTATIONS/INTRODUCTIONS -

- 1. Melissa McCollum introduced Senior Administrative Analyst Monse Palacios.
- E. PUBLIC COMMUNICATIONS -

None

F. CONSENT CALENDAR -

 APPROVAL OF THE MINUTES of the Recreation and Parks Commission Regular Meeting of December 9, 2020. (Commission Action Required)

MOTIONED by Vice Chairperson Davis and SECONDED by Commissioner Lubs to approve the minutes of the December 9, 2020 meeting. MOTION CARRIED 4-0. Voice vote followed.

G. UNFINISHED BUSINESS -

None

H. NEW BUSINESS -

1. Advise staff to negotiate an agreement to authorize a six-month El Segundo Flying Trapeze Pilot Program in Recreation Park; (2) Alternatively, discuss and take other action related to this item.

Motioned by Commissioner Lubs and SECONDED by Vice Chairperson Davis to advise staff to negotiate a 6-month trial period contract with the caveat that the commission will revisit this item after the 6 months. MOTION CARRIED 4-0. Voice vote followed.

I. REPORTS -

1. REPORTS OF SUBCOMMITTEES

- a. Aquatics Did not meet
- b. Gateway Committee Did not meet
- c. Golf Course Subcommittee Vice Chairperson Davis
 Lakes construction will begin in February. A 30-day notice will be given.
- d. Transportation Committee on hold
- e. Youth Sports Council on hold

2. DEPARTMENT STAFF REPORTS -

- a. Arecia Hester, Recreation Superintendent
 - Written report submitted.
- b. Christopher Hentzen, Park Maintenance Superintendent
 - Written report submitted.
 - Acacia demolition began 1/20.
 - Softball bleachers demolition began. The vines on the fence will be addressed by PW.

3. DEPARTMENT DIRECTOR REPORT - Melissa McCollum, Community Services Director

- Written report submitted.
- The Lakes is scheduled to close for Topgolf construction in February.
- Gateway meeting will be held the first week of February.
- Signage at Richmond Field will be increased to help educate the community about LA County health orders.
- Proposal for the Recreation & Park needs assessment are due 1/28. Invited the commission to be part of the interview process.

DEPARTMENT DIRECTOR REPORT – Elias Sassoon, Public Works Director

- City Council approved CDBG funding for FY 19/20 in the amount of \$58,948 for ADA improvements at the Joslyn Center. For the Joslyn center to comply with ADA requirements, the estimated budget is half a million dollars. For this reason and due to a prior project being underway, the funding will be used to complete ADA compliance at City Hall.
- Joslyn building will be part of the facilities master plan. The master plan will indicate
 the amount of funding needed to renovate each building.

 Checkout building restroom will be renovated. A total of \$200,000 will be utilized for this project.

J. COMMISSIONER'S COMMENTS -

Commissioner Watson: Welcomed Monse Palacios; encouraged people to get outside.

Commissioner Lubs: No comments

Vice Chairperson Davis: Welcomed Monse Palacios. Happy about Acacia park demolition.

Ecstatic that the Topgolf is moving forward.

Chairperson Motta: No comments

K. ADJOURNMENT -

The meeting was adjourned at 7:24 p.m. The next Regular Commission Meeting is scheduled for Wednesday, February 17, 2021 at 6:00 p.m. in the City Hall Council Chambers, 350 Main Street, El Segundo, CA, 90245.

MEETING DATE: March 17,2021 AGENDA HEADING: New Business

AGENDA DESCRIPTION:

Consideration and possible action regarding tree removal at 309 E. Mariposa

RECOMMENDED COMMISSION ACTION:

- 1. Approve Ficus tree removal at 309 E. Mariposa.
- 2. Alternatively, discuss and take other action related to this item.

BACKGROUND & DISCUSSION:

Santos Haro, Tree Park Supervisor sent a tree removal notification letter dated November 10, 2020 to William and Allison Dottie at 309 E. Mariposa Ave and surrounding neighbors per city policy. William and Allison responded within the 14 day appeal period requesting no tree removal. This tree is a mature Ficus tree that has been on the city's review for several years due to the severe pruning the tree has endured because it is located under utility lines. This type of pruning has accelerated the decline of the tree which includes fungus growth on the support roots indicating internal decay.

The notification letter was initiated by a Public Works sidewalk and curb replacement project throughout the city. The large support roots have lifted the sidewalk creating a hazard for pedestrians and additionally have broken the street curbing. Reconstruction of the walk and curb would require cutting of major support roots of the tree which would undermine the structural integrity of the tree.

ATTACHED SUPPORTING DOCUMENTS:

- 1. Tree Removal Notification Letter
- 2. Tree photographs

ORIGINATED:

Christopher Hentzen, Park Maintenance Superintendent DATE: February 17,2021

REVIEWED BY:

Elias Sassoon, Public Works Director on DATE: February 17,2021



City of El Segundo

Recreation & Parks Department

TREE REMOVAL NOTIFICATION

Elected Officials:

Drew Boyles,
Mayor
Chris Pimentel,
Mayor Pro Tem
Carol Pirsztuk
Council Member
Scot Nicol,
Council Member
Lance Giroux,
Council Member
Tracy Weaver,
City Clerk
Matthew Robinson,
City Treasurer

Appointed Officials:

Scott Mitnick, City Manager Mark D. Hensley, City Attorney

Department Directors:

Barbara Voss. Deputy City Manager Joseph Lillio, Finance Chris Donovan. Fire Chief Joseph Lillio, Interim Human Resources Charles Mallory, Information Systems Melissa McCollum, Library Sam Lee, Planning & **Building Safety** Bill Whalen, Police Chief Mark Watkins, Melissa McCollum Interim Recreation & Parks

www.elsegundo.org

November 10, 2020

Resident(s) 309 E Mariposa Ave El Segundo, CA 90245

Dear Resident(s),

The City street tree located at 309 E Mariposa Ave is scheduled for removal. The reason for removal is:

The tree is dead.

- X The tree is diseased and is unsafe.
- X The tree has caused significant hardscape damage.A significant portion of the tree has split away from the tree's trunk.
- X Other reason or further explanation: Sidewalk Replacement Project Engineering Department

If, after careful consideration, you feel that this tree is not an appropriate candidate for removal, please forward a letter to us <u>within 14 days</u>, indicating your concerns and any other information that may be helpful in evaluating the situation.

Your letter and information will be forwarded to the Recreation and Parks Commission, and your appeal will be agendized at the next available Commission meeting (the Commission meets on the 3rd Wednesday of the month, 6:00pm, in the City Council Chambers, 350 Main Street).

You will be contacted and made aware of the date of the meeting. We encourage you to attend the meeting and explain your concerns to the Commission directly. After the Commission has considered your appeal, they will make a decision on the issue.

We look forward to working with you to enhance the City.

Sincerely,

Santos Haro

Park Maintenance Supervisor sharo@elsegundo.org









CITY OF EL SEGUNDO RECREATION & PARKS DEPARTMENT

INTER-DEPARTMENT CORRESPONDENCE

DATE: March 17, 2021

TO: Recreation and Parks Commission

FROM: Arecia Hester, Recreation Superintendent

SUBJECT: Recreation Division Report

Aquatics-

Great News! Joseph Lormans was hired as the Aquatics Recreation Coordinator!

The Plunge continues to be closed through the COVID-19 pandemic.

Joslyn Center- February

Outreach volunteers helped deliver a total of 703 meals in the month of February.

Transportation

Dr. Dial-A-Ride- February		
6		

Farmers Market

Farmers Market has been back on track and slowly growing. There were approximately 1005 visitors attending the market during the month of Febuary.

Skate Park

The El Segundo Skate Park continues to operate as a staffed facility on a reservation basis with COVID-19 guidelines and procedures in place.

453	\$375 (Approx. 25 Paid Reservations)	
Reservations	Reservations	
February Skate Park	February Revenue from Skate Park	

^{**}Please see attached report to review aquatic center activity.

Contract Classes

Park Pods with Champ Camp

The February session of Park Pods, an afterschool program for children ages 6 to 10 years old, began on February 2 and concluded on February 25. During the session, participants played outdoor games and activities after school on Tuesdays and Thursdays in Recreation Park with contract instructors from Champ Camp. There were a total of 9 children registered for the February session, which brought in \$1,515 in registration receipts for the month. Registration for the March session of Park Pods opened on February 22, and there are currently 8 participants enrolled for March.

Skateboard Classes with Champ Camp

The February session of skateboard classes began on February 7 and concluded on February 28. There were three sessions offered: two beginner classes and one intermediate class. All classes were filled to maximum capacity, and an active waitlist was created that grew throughout the month. There were a total of 15 participants registered for the February sessions, which brought in \$1,275 in registration receipts. Registration for the March session of skateboard classes opened on February 22, and again, all sessions filled within minutes.

Teen Center

Teen Advisory Committee (TAC)

The deadline to submit completed applications for the Teen Advisory Committee (TAC) was on February 1. Teens grades 7-12 in the El Segundo Unified School District were asked to apply, complete supplemental questions, and submit a letter of recommendation as part of the selection process. As of the application deadline, staff received 26 applications from interested teens and interviews took place the second week of February for all applicants. 23 teens accepted the extended offer to join the TAC, which is a huge accomplishment to have so many teens interested in a program the first time it is offered. The first TAC meeting will took place on March 1 via zoom, and The TAC will meet monthly on the first Monday of each month, and will develop by establishing leadership roles among the current members, as well as developing sub groups to focus on specific events and programs.

Valentine's Day Tea Party Bags

The Community Services Department offered Valentine's Day Tea Party bags for sale to the community as a fun alternative to the Valentine's Day Toddler Party in-person event. Each bag sold for \$8 each and included an activity booklet, an El Segundo Community Services Department branded mug and stickers, craft supplies for 2 children, and valentine's day themed treats and packaging. There were a total of 20 bags that sold, bringing in \$160 for the activity. All purchasers scheduled a contactless pick-up at the Clubhouse in Recreation Park and received their bags before Valentine's Day on February 14.

Virtual Recreation

The Recreation and Parks Department continues to post weekly videos on the El Segundo Media YouTube channel that feature DIY crafts and activities for kids to engage in while staying safer at home. As of the end of February, a total of 25 videos have been posted.

Sports

Physical distancing and face covering are required at all times, even while participating in an activity.

ACTIVITY	# RESERVATIONS	
Pickle Ball	961	
Tennis	1236	
Basket Ball	331	

Social Media Stats-

Facebook – February 2021 –23 New Followers, 2692 Followers

Instagram – February 2021 – 13 New Followers, 1828 Followers



AQUATICS CENTER February Report

Water Aerobics		\$	Number of Participants
	s no water aerobics in February d	lue to LA County gui	delines.
Water Aerobics		4	_
	February Registered	\$0.00	0
Totals		\$0.00	0
Public Lap Swimming		\$	Number of Customer Lane Reservation
Lap swimming is still a popular program and c	antinuos ta ha limitad ta ana na	·	
tap swittilling is still a popular program and t	lane in the near fut	ure.	
February Lap Swimming		\$5,764.00	4208
Totals		\$5,764.00	4208
Family Swim	Number of Families	\$	Number of Individual Participants
There wa	as no Family Swim in February du	ie to LA County guid	lelines.
February Family Swim	0	\$0.00	0
Totals	0	\$0.00	0
Annual Membership Sales at the Aquatics Ce	nter	\$	Memberships sold
Wiseburn Rec IDs	Adult ID	\$45.00	3
Wiseburn Rec IDs	Senior ID	\$10.00	2
Wiseburn Rec IDs	Youth ID	\$20.00	2
El Segundo Rec IDs	Adult ID	\$195.00	10
El Segundo Rec IDs	Senior ID	\$65.00	14
El Segundo Rec IDs	Youth ID	\$20.00	2
Totals		\$355.00	33
Membership Sales		Pass	ses Purchased to use towards Lane Renta
Punch Passes		1 43.	ses i archasea to ase towards calle herita
	10 Punch Pass	\$890.00	26
	20 Punch Pass	\$1,415.00	21
	30 Punch Pass	\$4,545.00	48
Membership Passes			
	30 Day	\$520.00	13
	90 Day	\$530.00	4
	Annual	\$1,600.00	6
Totals		\$9,500.00	118
Permit Groups	Short Lane Hours	\$	Estimated Participants (1 per lane)
La County guidelines updated this month, so and water polo groups could return to skill-b High School Athletic Programs. Swim team st school programs, additio	uilding and conditioning with les	ss restrictions. We all er Polo returned on	so welcomed the return of the El Segund February 22nd. With the return of the hig
Alpha	1025.00	\$7,196.25	2168
Beach Cities	1100.50	\$8,288.88	2569
SCAQ	479.00	\$5,029.50	1103
	656.00	\$2,340.00	1496
South Bay United			
South Bay United Tower 26	304.25	\$3,194.63	678.5
-	304.25 518.00	\$3,194.63 \$2,507.00	678.5 1127
Tower 26			
Tower 26 Trojan	518.00	\$2,507.00	1127



CITY OF EL SEGUNDO RECREATION & PARKS DEPARTMENT

"El Segundo's Backyard"

INTER-DEPARTMENT CORRESPONDENCE

DATE March 17,2021

TO Recreation and Parks Commission

FROM Christopher Hentzen, Park Maintenance Superintendent

SUBJECT Parks Division Report

Parks, Projects, Improvements

- Vine on the Stevenson Field chain link fence has been completely removed. Repairs to follow shortly.
- Routine maintenance continues throughout the parks.
- Acacia Park installation is moving swiftly. Play equipment arrived the week of March 8th. Landscape and irrigation is nearly complete.
- The Softball Field bleachers installation is completed. Restroom work is pending.
- Ball fields prepped and ready for sport leagues.

Tree Report

- The city tree crew performed trimming and tree removals per requests.
- Tree crew planted 17 replacement trees recently.



CITY OF EL SEGUNDO RECREATION & PARKS DEPARTMENT

INTER-DEPARTMENT CORRESPONDENCE

DATE: March 9, 2021

TO: Recreation and Parks Commission

FROM: Melissa McCollum, Commuity Services Director

SUBJECT: Community Services Updates

COVID-19 Update: Youth and Adult Recreational Sports

LA County updated its Reopening Protocol for Youth and Adult Recreational Sports Leagues on 2/24/21, 2/26/21, and 3/2/21. Additional updates are anticipated due to a recent State of California update pertaining to Outdoor and Indoor Youth and Recreational Adult Sports on 3/4/21.

In LA County, outdoor-moderate contact sports (baseball, softball, volleyball, etc.) and outdoor, high-contact sports (basketball, football, lacrosse, soccer, water polo, etc.) may resume all activities, including but not limited to practices, skills-building, training, and two-team competitions. Moderate-contact and high-contact sports must develop and implement an informed consent process for participants and/or their parents/guardians. Football, rugby, and water polo teams serving players 13 years of age and older must implement a weekly testing policy. If competing, tests must be completed, and results made available and reviewed by coaches within 24 hours of play. Note: Testing will be required when the adjusted case rates for LA County exceed 7 cases per 100,000 population.

COVID-19 Update: Vaccinations

The All-Hazards Incident Management Team continues to help coordinate vaccinations for public safety employees, Park Vista residents, school district employees, and Disaster Service Workers. Select recreation and library staff working directly with children also qualified for vaccinations as part of LA County's Phase 1B Tier 1.

Extension of Agreements with Youth Sports Organizations

The City Council will consider a recommendation on March 16 to amend the license agreements for additional three-year terms for the following Youth Sports Orgranizations: El Segundo AYSO, El Segundo Babe Ruth, El Segundo Girls Softball, El Segundo Lacrosse, El Segundo Little League, El Segundo Inline Hockey, El Segundo Youth Flag Football, and El Segundo Youth Volleyball. The amendments will allow the Youth Sports Council Members to continue using the fields and facilities at the current rate of \$10 for an El Segundo resident player and \$30 per non-resident player.

Capital Improvement Projects

Improvements to the Softball Field bleachers are complete. Caution tape will be removed after final approvals from the Development Services Department.





Acacia Park construction is on track to be substantially completed by April 2021. In progress photos below.





Engineering, hardscape, and landscape design continue for the Learning Garden and Storybook Loop planned for Library Park. Plans should be available for input from stakeholders and the Development Services Department soon (March/April 2021).

Topgolf and Golf Subcommittee

The last day to play golf at The Lakes was 2/14/21. The golf course and driving range will close for approximately 14 months during Topgolf's construction of a state-of-the-art golf and recreation facility. The new Topgolf driving range and nine-hole municipal golf course are anticipated to open to the public by May 2022. Due to the transition of the property and operations from the City to Topgolf, the City Council voted to dissolve the Golf Course Subcommittee on 3/2/21.

FY 2021-2022 Budget

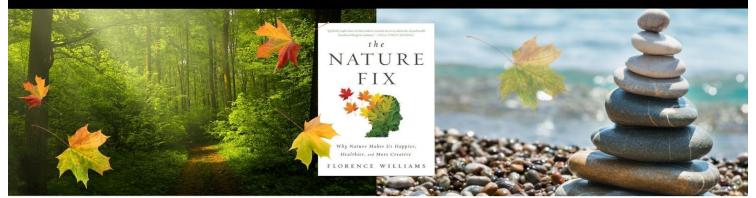
Preliminary budget discussions are underway due to the upcoming shift in the City's Fiscal Year (from October-September to July-June). A Budget Study Session with City Council will be scheduled for early May.

Looking Ahead

We anticipate sharing Mithun's Urho Saari Swim Stadium (Plunge) Needs Assessment and Conceptual Design at the Recreation and Parks Commission Meeting on 4/21/21 and the City Council Meeting on 5/18/21. A recommendation for the Recreation and Parks Needs Assessment Contract is scheduled to be presented to City Council on 4/20/21.

El Segundo Public Library, sponsored by California Center for the Book

Book to Action 2021 Read. Discuss. Act.



El Segundo's Schedule of Events:

- March 2021: Read The Nature Fix by Florence Williams (available beginning March 1st through Library to Go)
- April 17, 10AM-12PM: Socially Distanced Litter Clean-Up
- April 17, 1:30-3PM: Kids and their families are invited to participate in a hands-on Zoom workshop where Grades of Green staff and volunteers will lead us through a trash to treasure art-making workshop. (Bring your found litter or household recyclables to this activity.)
- April 17, 4-5:30PM: Adults 18+ are invited to join ESMoA's Happy Hour Art Workshop (Bring your litter clean-up finds and household recyclables to this virtual art-making workshop, along with your own Happy Hour refreshments.)
- April 28, 6:30PM: The Nature Fix Book Discussion via Zoom led by Author Florence Williams

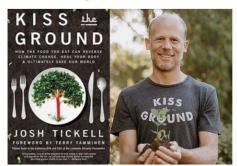
Community Partners:





Author Talks:

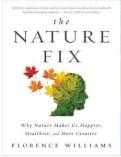
Thursday, April 22 (Earth Day), 6:00 - 7:00pm Josh Tickell



Virtual Conversation with Josh Tickell, environmental thought leader and award winning director and author of Kiss the Ground. The event will explore ways Californians can come together and make both individual and collective change for a more sustainable future. Participating libraries and community members are invited to join others across the state for this special event. More information and registration will be shared soon

To register: https://us02web.zoom.us/webinar/register/WN_hYAInBisS0GZkE5hQYETKw

Wednesday, April 28, 6:30-7:30pm **Florence Williams**





Join the El Segundo Public Library's virtual book discussion of The Nature Fix: Why Nature Makes Us Happier, Healthier, and More Creative. Author Florence Williams will share her experiences writing the book and answer questions.

To join the discussion, please contact the Reference Desk: for the Zoom link



 ESPL

Please contact the Reference Desk at 310-524-2728 or refdesk@elsegundo.org for further information.

Book to Action is a program of the California Library Association, supported in whole or in part by the U.S. Institute of Museum & Library Services under the provisions of the Library Services and Technology Act, administered in California by the State Librarian.