

AGENDA



Recreation & Parks Commission

Wednesday, September 15, 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: 967 1887 7966 and Passcode: 051645

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: 967 1887 7966 and Passcode: 051645
<https://us06web.zoom.us/j/96718877966?pwd=dWw3YnJqWFFUeDI5UkNIRU80aVRYdz09>

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, September 15, 2021 at 6:00 p.m.

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE – Chairperson Motta

C. ROLL CALL

D. PRESENTATIONS

1. End of Summer Highlights
2. Transportation Services Update
3. EL Segundo Little League Scoreboard Proposal
4. Aquatics and Recreation Fee Study

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 Meeting of August 18, 2021.** (Commission Action Required)

Recommendation: (1) Approval

G. UNFINISHED BUSINESS

None

H. NEW BUSINESS

None

I. REPORTS

1. REPORTS OF SUBCOMMITTEES

- a. Aquatics Subcommittee
- b. Transportation Subcommittee
- c. Youth Sports Council

2. STAFF REPORTS

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

3. DIRECTOR REPORT

- 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, October 20, 2021 at 6:00 p.m.
at City Council Chambers, 350 Main Street, El Segundo, CA 90245.



**CITY OF EL SEGUNDO
RECREATION AND PARKS COMMISSION
MEETING MINUTES**

Wednesday, August 18, 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 6:05 p.m. via zoom.

B. PLEDGE OF ALLEGIANCE – Led by Chairperson Motta

C. ROLL CALL – via teleconference

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

All Commissioners were present via Zoom teleconference

ALSO PRESENT – via teleconference

Melissa McCollum, Community Services Director

Lifan Xu, City Engineer

Christopher Hentzen, Parks Superintendent

Monse Palacios, Senior Administrative Analyst

D. PUBLIC COMMUNICATIONS – None

E. CONSENT CALENDAR –

1. APPROVAL OF THE MINUTES of the Recreation and Parks Commission Regular Meeting of June 16, 2021. (Commission Action Required)

Chairperson Bob Motta noted a discrepancy under the director report. Melissa congratulated Dave Lubs not Lee Davis for being reappointed.

MOTIONED by Chairperson Motta and SECONDED by Commissioner Watson to approve the minutes with the noted changes of the June 16, 2021 meeting. Voice vote followed.
MOTION CARRIED 3-0.

F. UNFINISHED BUSINESS- None

G. NEW BUSINESS –

1. Potential Expansion of the Checkout Building Restroom Improvement Project

Motioned by Chairperson Motta and **SECONDED** by Commissioner Stolnack to approve option 1 of the Checkout Building Restroom Improvement Project. Voice vote followed.
MOTION CARRIED 2-1.

H. REPORTS –

1. REPORTS OF SUBCOMMITTEES

- a. Aquatics: None
- b. Gateway Committee: None
- d. Transportation Committee: Transportation is having difficulty hiring appropriate drivers. Together with staff a multi-tier temporary solution will be presented.
Doctor dial a ride – Yellow Cab voucher
Lunch time shuttle -Lyft agreement
Beach Shuttle- METRO micro \$1.00 ride.
Airport transportation is pending
- e. Youth Sports Council: Upcoming meeting August 24th.

2. DEPARTMENT STAFF REPORTS -

- a. Melissa McCollum, Community Services Director for Arcia Hester
 - Written report submitted.
 - Halloween Frolic will be on Saturday, October 30th 12:00pm-5:00pm
- b. Christopher Hentzen, Park Maintenance Superintendent
 - Written report submitted.
 - Kelly inquired regarding current tree removals at Recreation Park. Christopher informed her the tree was diseased. Replacement trees will be planted.

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

- Written report submitted.
- Hockey Rink ribbon cutting will be Thursday, August 26. Ribbon cutting will be 4:45pm.
- Have received 588 surveys in August for the Needs Assessment. The third survey which will dive in deeper will be up from September 1-15th.
- Main Street Car Show sponsored by Chamber of Commerce on Saturday, August 21st.
- Art Walk on Saturday, August 28th from 3:00pm-9:00pm.

I. COMMISSIONER'S COMMENTS –

Commissioner Watson: Get outside and visit the Farmers Market. We would like to grow the Market and it is a great way to get outside.

Commissioner Stolnack: Attended Concerts in the Park and congratulated staff for their great work. Would like to possibly have hometown bands at the Concerts in the Park

Commissioner Lubs: Absent

Vice Chairperson Davis: Absent

Chairperson Motta: None

J. ADJOURNMENT –

The meeting was adjourned at 6:57 p.m. The next Regular Commission Meeting is scheduled for Wednesday, September 15, 2021 at 6:00 p.m. via Zoom.



**CITY OF EL SEGUNDO
COMMUNITY SERVICES DEPARTMENT**

INTER-DEPARTMENT CORRESPONDENCE

DATE: September 15, 2021
TO: Recreation and Parks Commission
FROM: Arcia Hester, Recreation Superintendent
SUBJECT: Recreation Division Report

Aquatics- August

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

**Please see attached report to review aquatic center activity.

Joslyn Center- August

Outreach volunteers helped deliver a total of 376 meals in the month of August.

Farmers Market

There were approximately 1850 visitors attending the market during the month of August.

Certified Farmers 7
Food Vendors 21
Craft Vendors 6

Teen Advisory Committee (TAC)

The TAC held their monthly meeting on August 2. Thursday, August 19 the Teen Advisory Committee hosted a Teen BBQ and Movie Night at the Fire Circle in Recreation Park. Teens were invited to join the committee members for an afternoon of socializing, barbeque, and an outdoor movie screening of "Luca". 55 teens attended the event, and even more teens came and went throughout the evening to enjoy an opportunity of catching up with friends before school returns.

Teen Center

On Wednesday, August 25 the El Segundo Teen Center reopened its doors. The Teen Center is open Monday 1:30pm to 8:00pm, Tuesday-Friday 2:30pm-8:00pm, and Saturday 12:00pm to 8:00pm. The Teen Center received a collective attendance of 183 teens in the 6 days of being open in August.

Summer Camps

August 20 marked the last day of 2021 summer day camps. The department offered 9 weeks of day camps that included both Recreation Staff led programs and contracted programs. The summer camp offerings included Camp Cowabunga, Tiny Tot, Champ Camp Skateboard Camp, and Champ Camp Beach Camp. This summer's day camps brought in a total of 915 registered participants.

Clubhouse

On Monday, August 2 the Clubhouse reopened to the public for front desk hours and public restrooms. The Clubhouse is open Monday-Friday 9am to 4pm, and Saturday 9am to 1pm.

The George E. Gordon Jr. Clubhouse was programmed with recreation activities for a total of 19 days in August and hosted an additional 4 days of reservations. Reservations consisted of 2 days of HR testing, 1 day of Youth

Sports Council Meeting, and 1 day for AYSO meeting. These stats do not include contract or staff led program usage.

Starting July 6, the clubhouse opened its doors to class participants of adult tap with Carol Well, and adult fitness and Pilates with Victoria Samia. The classes had a combined total of 26 adult participants. The summer contract classes concluded at the end of August and were a trial for the additional class offerings that are starting in September.

Sports

- Tennis Courts are now unlocked
- Picnic reservations are available
- Special Event Permits are available
- Snack Bars are now allowed

ACTIVITY	# RESERVATIONS
Pickleball	727
Tennis	900
Basketball	47

Adult Sports

The deadline to register for co-ed 7v7 soccer is Thursday, 9/6/2021.

We had a total of 29 teams this summer for the Adult Coed Softball League. Each weeknight has a total of six teams participating with Wednesday being the exception which has five total teams.

Monday: 99 participants

Tuesday: 94 participants

Wednesday: 85 participants (5 teams)

Thursday: 91 participants

Friday: 90 participants

Total: 459 participants

Social Media Stats-

Facebook – August 2021 – 0 New Followers, 2530 Followers

Instagram – August 2021 – 28 New Followers, 2003 Followers



AQUATICS CENTER August Report

Programming	\$	Number of Participants
Starting August 23rd, the Aquatics Center welcomed two new water fitness classes to the pool, Aqua Zumba and S'wet! We are the first pool on the west coast to offer a S'Wet class at our facility. We are happy to offer 16 fitness classes a week! Swim lesson data for August was present on the July report as the registration and start dates overlapped months.		

Water Fitness Classes			
	August Aerobics	\$6,488.00	1213
	August S'Wet	\$612.50	57
	August Aqua Zumba	\$322.50	30
Totals		\$7,423.00	1300

Public Lap Swimming	\$	Number of Customer Lane Reservations
This month we started having two lanes available during lap swim times for drop in participants. It started slow, but is starting to become more and more popular.		

August Lap Swimming			
	Reservations	\$13,186.00	7191
	Drop In	\$356.00	222
Totals		\$13,186.00	7413

Recreation Swim	Number of Families	\$	Number of Individual Participants
Aquatics Center Recreation Swim		\$3,285.00	1086
Hilltop Recreation Swim		\$1,276.00	1444
Totals		\$4,561.00	2530

Annual Membership Sales at the Aquatics Center			
		\$	Memberships sold
Wiseburn Rec IDs	Adult ID	\$435.00	31
Wiseburn Rec IDs	Senior ID	\$10.00	2
Wiseburn Rec IDs	Youth ID	\$605.00	15
Wiseburn Rec IDs	Infant ID	\$10.00	2
El Segundo Rec IDs	Adult ID	\$420.00	33
El Segundo Rec IDs	Senior ID	\$5.00	1
El Segundo Rec IDs	Youth ID	\$230.00	25
Totals		\$1,715.00	109

Membership Sales				Passes Purchased to use towards Lane Rentals
Punch Passes				
	10 Punch Pass	\$1,671.00	42	
	20 Punch Pass	\$2,374.00	31	
	30 Punch Pass	\$7,650.00	78	
Membership Passes				
	30 Day	\$200.00	7	
	90 Day	\$970.00	8	
	Annual	\$2,600.00	7	
Totals		\$15,465.00	173	

Permit Groups	Short Lane Hours	\$	Estimated Participants (4 to 5 per lane)
This month most of our permit groups took time off. This allowed for temporary additional time for some of our smaller groups, and some flexibility with staffing.			
Alpha	618.00	\$9,579.00	2472
Beach Cities	50.00	\$775.00	200
SCAQ	552.00	\$5,796.00	2760
South Bay United	574.00	\$3,949.00	2296
Tower 26	313.00	\$3,619.88	1565
Trojan	270.00	\$2,322.00	1080
Coastal	220.00	\$1,892.00	660
Totals	2597.00	\$27,932.88	11033.00

Events		\$	Number of Days
Training Rental	Camp Del Corazon	\$894.00	2
Totals		\$894.00	2

Total Revenue	\$71,176.88	Estimated Amount of Visitors in August	22276.00
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CITY OF EL SEGUNDO
PUBLIC WORKS DEPARTMENT
"El Segundo's Backyard"

INTER-DEPARTMENT CORRESPONDENCE

DATE **September 15, 2021**

TO **Recreation and Parks Commission**

FROM **Christopher Hentzen, Park Maintenance Superintendent**

SUBJECT **Parks Division Report**

Parks, Projects, Improvements

- Routine maintenance continues throughout the parks.
- Installed trees at Camp Eucalyptus
- Prepped Richmond Field and Brett Field for AYSO soccer season.
- Review meeting with SCE regarding lease agreement renewal for Independence, Constitution, Washington, and Freedom Parks regarding tree policy.

Tree Report

- The city tree crew performed trimming/tree removals per requests.
- Installed replacement trees at various locations including Memory Row.
- Met with West Coast Arborist to kick off Fiscal Year 21/22 contracted work. Initial work to include updating city's tree inventory.



**CITY OF EL SEGUNDO
COMMUNITY SERVICES DEPARTMENT**

DATE: September 9, 2021
TO: Recreation and Parks Commission
FROM: Melissa McCollum, Community Services Director
SUBJECT: Community Services Updates

Recreation Park Needs Assessment

**EL SEGUNDO
Recreation Park
Needs Assessment**

Recreation planning based on local community needs
JULY through SEPTEMBER 2021

**Help Shape the Future
of Recreation Park!**

The City of El Segundo is conducting a Recreation Park Needs Assessment and requests additional community input about priority improvements! Recreation Park Online Survey #2 closes Wednesday, September 15, 2021. Paper surveys are available at recreation facilities in El Segundo and also at the El Segundo Public Library.

Fill out the survey!

*El Segundo Herald Ad
9/9/2021*

Recreation Park Online Survey #2 is available from September 1-September 15. Paper surveys are available at recreational facilities in El Segundo, the El Segundo Public Library, and Park Vista. This survey will help prioritize projects and determine if the community is open to a new multigenerational center and eventual removal of older facilities to make room for additional outdoor recreation opportunities. The recommendation is being considered due to rising costs for improvements on older facilities, ADA improvement costs, and overall low usage of current buildings.

RJM Design Group will make a detailed presentation about Recreation Park Needs Assessment findings and related recommendations at the Recreation and Parks Commission Meeting on October 20, 2021. All El Segundo community members are invited and encouraged to attend.

Community Highlights – Hockey Rink Ribbon Cutting, Commissioner Kelly Watson’s Author Talk, and Art Walk 2021

Successful events this past month include celebration of the Hockey Rink Renovation at Recreation Park, Commissioner Kelly Watson’s Author Talk at the El Segundo Public Library, and the Art Walk supported by the City’s Cultural Development Fund.



Local Author Kelly Watson
Wednesday, September 1, 7PM

Join us in the Community Room for Kelly Watson's presentation and discussion of her book, *The Next Smart Step: How to Overcome Gender Stereotypes and Build a Stronger Organization*. Books will be available for purchase.



Art Walk
Bunnie Reiss
Mural at 219
W Grand

Photo by
Mark Knight

Protocol for Organized Youth Sports: Appendix S

Requirements for youth sports leagues were updated by the County of Los Angeles Department of Public Health and went into effect on September 1, 2021. The updated protocol – http://www.publichealth.lacounty.gov/media/Coronavirus/docs/protocols/Reopening_YouthSports.pdf – outlines routine COVID-19 testing guidelines for vaccinated and unvaccinated athletes, staff, coaches, and volunteers.

Active Aging Week: October 4-10, 2021

El Segundo's celebration of Active Aging Week is intended to give older adults the opportunity to experience wellness activities and exercise in a safe, supportive environment. It also promotes the benefits of healthier, more active lifestyles across the life span. Please see the attached flyer for descriptions of upcoming Zoom and in person opportunities for exercise, drawing, socializing, and other activities.

City Council Commendation

The City Council recognized the Community Services Department on September 7, 2021 for "their significant contributions to community wellbeing this summer." See the attached commendation for details about the reach and impact of the Recreation and Library Divisions during the past few months. I echo the City Council's appreciation for every Community Services staff member. It's definitely been a huge team effort during a challenging time.

Looking Ahead

City Council Agenda Forecast – Upcoming items for consideration include a Plunge Design Agreement, Aquatics & Recreation Fees, and the Recreation Park Needs Assessment

Upcoming Recreation & Parks Commission Meetings – Recreation Park Needs Assessment and Aquatics Updates



ACTIVE AGING WEEK

Humana

PRESENTS

INTERNATIONAL COUNCIL ON ACTIVE AGING

October 4 - 10, 2021

Monday, October 4:

- **Genealogy Club** meets in the Library's Community Room at **11:00 a.m.**

Tuesday, October 5:

- **Experts in Arthritis** presented by Carol Hahn MSN, RN, RYT, CPT, CDP at **11:00 a.m.** in the Library's Community Room.

Wednesday, October 6:

- **Chair Yoga/Meditation** via Zoom. Contact the Reference Desk for further details. **9:00 a.m.**
- **A Walk in the Park: Low-Intensity Walking and Balance Exercise** in a social setting. Meets in Library Park **1:00 p.m. - 1:45 p.m.**

Thursday, October 7:

- **BINGO!** Join us in the Library's Community Room for a fun morning of BINGO! Prizes included. **11:00 a.m.**

Friday, October 8:

- **Just Draw with ESMoA.** Participate in person or on Zoom. Please contact ESMoA for further information at 424-277-1020, **10:00 a.m. - 11:00 a.m.**

Saturday, October 9:

- **The Fair on Richmond Street** (on Main Street this year) Stroll down Main Street to enjoy the festivities of our community street fair. **9:00 a.m. - 5:00 p.m.**

Sunday, October 10:

- **Invite a Friend to Coffee and Conversation.**

*For additional information on any of the events, please contact the Reference Desk at 310-524-2728 or refdesk@elsegundo.org

ESPL ESMoA



Humana

Commendation

City of El Segundo, California

WHEREAS, Recreation and Library facilities and programs are an integral part of the El Segundo community and are vitally important to establishing and maintaining quality of life, ensuring the physical and emotional health of all citizens; and providing opportunities for children, teens, and adults to connect with nature, books, art, and each other; and

WHEREAS, Community Services staff acted quickly and thoughtfully to maintain access to recreational and educational facilities and provide beloved and reimagined experiences during a time of great challenge; and

WHEREAS, between June-August 2021, over 9000 people attended the Summer Concert Series, 915 played, learned, and made friends at day camps, 4100 celebrated July 4th at Rec Park, 635 participated in the Summer Reading Program with 263,949 minutes read, over 19,000 visited the library, 3435 shopped at the Farmer's Market, 19,973 reserved lanes for lap swim, 2539 reserved courts for tennis and pickleball, 459 competed on 29 Adult Softball League teams, 351 participated in outdoor storytimes, a small fairy garden arose outside of the Children's Library, eight poets and artists interacted with residents and visitors during the City's first Art + Dine series, and the Aquatics Center hosted the Olympic Gold Medalist USA Women's National Water Polo Team vs the Bronze Medalist Hungarian National Team as well as the USA Water Polo National Junior Olympics.

NOW, THEREFORE, on this 7th day of September, 2021, the Mayor and Members of the City Council of the City of El Segundo, California, hereby commend all of our Community Services staff for their significant contributions to community wellbeing this summer.



Mayor Drew Boyles

Mayor Pro Tem Chris Pimentel

Council Member Lance Giroux

Council Member Scot Nicol

Council Member Carol Pirsztuk