



# City of El Segundo Meeting of the Recreation & Parks Commission

## AGENDA

Wednesday, May 18, 2022 at 6:00pm  
City Hall- Chambers  
350 Main St. El Segundo, CA 90245

## COMMISSIONERS

|                |                  |
|----------------|------------------|
| Bob Motta      | Chairperson      |
| Lee Davis      | Vice-Chairperson |
| Dave Lubs      | Commissioner     |
| Julie Stolnack | Commissioner     |
| Kelly Watson   | Commissioner     |

|                     |                                      |
|---------------------|--------------------------------------|
| John Jones          | Interim, Community Services Director |
| Arecia Hester       | Recreation Superintendent            |
| Monse Palacios      | Senior Administrative Analyst        |
| Christopher Hentzen | Parks Superintendent                 |

---

The Recreation and Parks Commission can only take action upon items that have been properly posted and listed on the Agenda. Any writings or documents given to a majority of the Commission regarding any matter on this agenda that the City received after issuing the agenda packet are available for public inspection in the Recreation and Parks Department office during normal business hours. Additional copies will be available at the Commission meeting.

Members of the public may place items on the Agenda by submitting a Written Request to the Community Services Director at least ten (10) days before the meeting of the Recreation and Parks Commission (by 2:00 p.m. Monday, the week prior to the meeting). The request must include a brief general description of the business to be transacted or discussed at the meeting.

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.

---

## PUBLIC COPIES & POSTINGS

Agenda Only

Posted at City Hall

**A. CALL TO ORDER**

**B. PLEDGE OF ALLEGIANCE** – Vice- Chairperson Davis

**C. ROLL CALL**

**D. 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.)*

**E. CONSENT CALENDAR**

1. **APPROVAL OF THE MINUTES of the Recreation and Parks Commission Meeting of April 20, 2022.** (Commission Action Required)

**Recommendation:** (1) Approval

**F. UNFINISHED BUSINESS**

None

**G. NEW BUSINESS**

1. **Prospective 2022 Summer Beach Shuttle Service**

**Recommendation:** Receive and File

**H. REPORTS**

**1. REPORTS OF SUBCOMMITTEES**

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

**2. STAFF REPORTS**

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

**3. DIRECTOR REPORTS**

- a. John Jones, Interim Community Services Director
- b. Elias Sassoon, Public Works Director

**I. COMMISSIONERS COMMENTS**

Commissioner Watson  
Commissioner Stolnack  
Commissioner Lubs  
Vice Chairperson Davis  
Chairperson Motta

**J. ADJOURNMENT**

Adjourn to the next Regular Meeting on Wednesday, June 15, 2022 at 6:00 p.m.



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

Wednesday, April 20, 2022, 6:00 p.m.

**A. CALL TO ORDER** – The meeting of the Recreation and Parks Commission was called to order by Chairperson Motta at 6:00 p.m. via Zoom.

**B. PLEDGE OF ALLEGIANCE** – Led by Chairperson Motta

**C. ROLL CALL – via teleconference**

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

**All Commissioners were present via Zoom teleconference**

**ALSO PRESENT – via teleconference**

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

**D. PUBLIC COMMUNICATIONS – None**

**E. CONSENT CALENDAR –**

**1. APPROVAL OF THE MINUTES** of the Recreation and Parks Commission Meeting of March 16, 2022. (Commission Action Required)

Motioned by Commissioner Lubs and second by Chair-person Davis to approve the minutes of the March 16, 2022 meeting. Motion carried 4-0.

**F. UNFINISHED BUSINESS – None**

Elias Sassoon, Public Works Director provided an update regarding the Aquatic Wiseburn facility heaters. Based on the research done between the mechanical engineer and the repair consulting firm a report was issued which concluded that there was a design flaw. The city has been in contact with the school district. It is not a simple repair as different parties are involved.

Repair and maintenance are under the cities umbrella however, it is a design and construction issue. The city will support the school district but ultimately the school district will have to take the lead in the financials. The repair amount is estimated at half a million dollars.

## **G. NEW BUSINESS –**

### **1. Draft Bylaws**

Motion to approve the bylaws was made by Commissioner Lubs and second by Chairperson Motta. 4-0

### **2. Pickleball Tournament Update**

The tournament will be held June 23-26. The contract will be executed in the next following weeks.

### **3. Youth Aquatic Groups Success Criteria**

Arecia Hester, Recreation Superintendent presented the success criteria point system.

## **H. REPORTS-**

### **1. REPORTS OF SUBCOMMITTEES**

- a. Aquatics Subcommittee - None
- b. Transportation Subcommittee - None
- c. Youth Sports Council – None

### **2. STAFF REPORTS**

- a. Arecia Hester, Recreation Superintendent
  - Elderfest 5/21/2022
  - Hometown Fair 5/7/2022 10:00am
  - Introduced Valeria Rendon, Senior Administrative Specialist.
- b. Christopher Hentzen, Parks Maintenance Superintendent
  - Preparing the ball fields for baseball and softball.

### **3. DIRECTOR REPORT**

- a. John Jones, Interim Community Services Director
  - Easter Egg Hunt was a success. It was a great turnout and staff did a great job.
  - Park Division will transition back to the Community Services Department at the start of the new fiscal year.

## **I. COMMISSIONER COMMENT**

Commissioner Stolnack – Excited to be back in person.

Commissioner Lubs – Welcomed Valeria to the city.

Vice Chairperson Davis – Thanked staff for all their work regarding the Aquatic heater issues and success criteria.

Chairperson Motta – Excited to be back in person and thanked staff for all their hard work.

## **K. ADJOURNMENT –**

The meeting was adjourned at 6:35p.m. The next Regular Commission Meeting is scheduled for Wednesday, May 18, 2022 at 6:00 p.m.



## AQUATICS CENTER April Report

| Programming          |                             | \$                 | Number of Participants |
|----------------------|-----------------------------|--------------------|------------------------|
| Contract Classes     |                             |                    |                        |
|                      | Naomi's Hiit Water Aerobics | \$6,458.00         | 726                    |
|                      | Alyson's S'WET              | \$26.00            | 3                      |
|                      | Swim with Me (Adaptive)     | \$2,295.00         | 7                      |
| Staff Guided Lessons |                             |                    |                        |
|                      | Group Lessons               | \$6,928.00         | 163                    |
|                      | Private Lesson              | \$1,885.00         | 22                     |
| <b>Totals</b>        |                             | <b>\$17,592.00</b> | <b>921</b>             |

| Public Lap Swimming |                     | \$                | Number of Customer Lane Reservations |
|---------------------|---------------------|-------------------|--------------------------------------|
| April Lap Swimming  |                     |                   |                                      |
|                     | Reservations        | \$1,770.00        | 1402                                 |
|                     | Drop in             | \$64.00           | 31                                   |
|                     | Parent & Me Drop In | \$34.00           | 11                                   |
| <b>Totals</b>       |                     | <b>\$1,868.00</b> | <b>1413</b>                          |

| Recreation Swim/Youth Events                                                                                                                                |                                 | \$                | Number of Individual Participants |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|-------------------|-----------------------------------|
| This month we offered two weeks of three hours of additional Recreation Swim to accommodate El Segundo and Wiseburn Unified School District's Spring Break. |                                 |                   |                                   |
|                                                                                                                                                             | Aquatics Center Recreation Swim | \$1,828.00        | 552                               |
|                                                                                                                                                             | Underwater Egg Hunt             | \$977.00          | 182                               |
| <b>Totals</b>                                                                                                                                               |                                 | <b>\$2,805.00</b> | <b>552</b>                        |

| Annual Membership Sales at the Aquatics Center |           | \$                | Memberships sold |
|------------------------------------------------|-----------|-------------------|------------------|
| Wiseburn Rec IDs                               | Adult ID  | \$465.00          | 34               |
| Wiseburn Rec IDs                               | Infant ID | \$20.00           | 4                |
| Wiseburn Rec IDs                               | Youth ID  | \$290.00          | 31               |
| Wiseburn Rec IDs                               | Senior ID | \$5.00            | 1                |
| El Segundo Rec IDs                             | Adult ID  | \$120.00          | 8                |
| El Segundo Rec IDs                             | Infant ID | \$5.00            | 1                |
| El Segundo Rec IDs                             | Senior ID | \$20.00           | 4                |
| El Segundo Rec IDs                             | Youth ID  | \$100.00          | 10               |
| <b>Totals</b>                                  |           | <b>\$1,025.00</b> | <b>93</b>        |

| Membership Sales  |               |                   | Passes Purchased to use towards Lane Rentals |
|-------------------|---------------|-------------------|----------------------------------------------|
| Punch Passes      |               |                   |                                              |
|                   | 10 Punch Pass | \$401.00          | 11                                           |
|                   | 20 Punch Pass | \$660.00          | 11                                           |
|                   | 30 Punch Pass | \$1,395.00        | 18                                           |
| Membership Passes |               |                   |                                              |
|                   | 30 Day        | \$160.00          | 3                                            |
|                   | 90 Day        | \$105.00          | 1                                            |
|                   | Annual        | \$1,000.00        | 4                                            |
| <b>Totals</b>     |               | <b>\$3,721.00</b> | <b>48</b>                                    |

| Permit Groups    | Short Lane Hours | \$              | Estimated Participants (4 to 5 per lane) |
|------------------|------------------|-----------------|------------------------------------------|
| Alpha            | 50.00            | \$525.00        | 200                                      |
| Beach Cities     | 0.00             | \$0.00          | 0                                        |
| SCAQ             | 0.00             | \$0.00          | 0                                        |
| South Bay United | 0.00             | \$0.00          | 0                                        |
| Tower 26         | 0.00             | \$0.00          | 0                                        |
| Trojan           | 0.00             | \$0.00          | 0                                        |
| Coastal          | 0.00             | \$0.00          | 0                                        |
| <b>Totals</b>    | <b>50.00</b>     | <b>\$775.00</b> | <b>200.00</b>                            |

|                      |                    |                                              |                |
|----------------------|--------------------|----------------------------------------------|----------------|
| <b>Total Revenue</b> | <b>\$27,786.00</b> | <b>Estimated Amount of Visitors in April</b> | <b>3086.00</b> |
|----------------------|--------------------|----------------------------------------------|----------------|



## AQUATICS CENTER January-April Summary

| Monthly Statistics      | January            |               | February           |               | March              |               | April              |               |
|-------------------------|--------------------|---------------|--------------------|---------------|--------------------|---------------|--------------------|---------------|
|                         | Revenue            | Participation | Revenue            | Participation | Revenue            | Participation | Revenue            | Participation |
| Water Aerobics          | \$5,408.00         | 606           | \$6,046.00         | 681           | \$6,744.00         | 759           | \$6,484.00         | 729           |
| Lesson Programming      | \$14,817.99        | 144           | \$13,633.14        | 168           | \$13,249.54        | 202           | \$11,108.00        | 192           |
| Lap Swimming            | \$16,288.00        | 2713          | \$16,412.00        | 3521          | \$6,116.00         | 1287          | \$5,589.00         | 1413          |
| Family/Rec Swim         | \$560.00           | 212           | \$918.00           | 288           | \$908.00           | 304           | \$2,805.00         | 552           |
| Annual Membership Sales | \$910.00           | 90            | \$1,435.00         | 124           | \$1,110.00         | 92            | \$1,025.00         | 93            |
| Rentals/Permit Groups   | \$52,903.90        | 15817         | \$37,183.58        | 11170         | \$7,521.85         | 2822          | \$775.00           | 200           |
|                         | <b>\$90,887.89</b> | <b>19,582</b> | <b>\$75,627.72</b> | <b>15,952</b> | <b>\$35,649.39</b> | <b>5,466</b>  | <b>\$27,786.00</b> | <b>3,179</b>  |





**CITY OF EL SEGUNDO  
COMMUNITY SERVICES DEPARTMENT**

**INTER-DEPARTMENT CORRESPONDENCE**

**DATE:** May 18, 2022  
**TO:** Recreation and Parks Commission  
**FROM:** Arcia Hester, Recreation Superintendent  
**SUBJECT:** Recreation Division Report

---

**Aquatics- April**

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

**Joslyn Center- April**

Outreach volunteers helped deliver a total of 587 meals in April.

**Teen Advisory Committee (TAC)**

The TAC held their fourth meeting of the 2022 term in-person at the Clubhouse on Monday, April 11. The TAC leadership team shared notes and information they took from the April City Council Meeting and Recreation & Parks Commission Meeting. TAC members also signed up for volunteer shifts at the Easter Eggstravaganza event that took place on April 16.

**Teen Center**

The Teen Center continues to be staffed and open for drop-in use 6 days per week. Throughout April, an overall of 4,132 teens visited the Teen Center and Teen Center Basketball Court based on the hourly attendance added up for each day of month.

The annual Spring Break GABIT teen basketball tournament took place during the ESUSD Spring Break April 5-8. A total of 36 teens (9 teams) participated in a 4 on 4 basketball tournament with a total of 15 games played in the span of four days at the El Segundo Teen Center Basketball Court.



### Clubhouse

The Clubhouse and its various rooms were reserved/activated a total of 80 times in April for recreation activities and camps, Co-op, meetings, and rentals.

#### April:

Co-Op = 27

Recreation Classes = 38

Internal Meetings = 5

Spring Break Camps = 10

Rental = 0

### Classes and Camps

Spring Break Camps took place April 4-8. This year's offerings included Recreation staff-led options: Recreation Park Spring Break Camp for ages 6-11 and Tiny Tot Camp for children ages 3-5. This was the first year Tiny Tot Camp was offered during spring break and this offering was well received by patrons yielding a full roster and waitlist. Rec Park Spring Break Camp also sold out and filled to maximum capacity. We had a total of 45 children that participated in Recreation staff-led spring break camps.

Additional spring break camp offerings included camps taught by contract instructors. These camps were: Champ Camp Skate Camp and Sportball Ultimate Sport Skills Camp. Contract camps served a total of 11 participants.

The annual Summer Camp Expo took place on Saturday, April 16 in Recreation Park in conjunction with the Easter Eggstravaganza. Six different summer camp vendors attended in an effort to advertise their camp programs. Their partnership with the Community Services Department adds variety to our summer success. Additionally, camp registration for El Segundo residents opened that same day online and in-person. The Camp Expo brought in total of \$157,479.25 through registrations for summer camps and Rec ID card sales in a single day. For comparison, in 2021 summer camps brought in a total of \$142,216 for the entire season. Non-resident summer camp registration opened on April 25.

### Sports- March

Pickleball Leagues started at the end of March and we had 42 teams registered. The session will end the third week of May. The Spring Fling Round Robin had 124 teams. The tournament was a one-day event. Saturday's Pickleball Drop-In program participants number has increased from 36 to 64. We have added another day for the Pickleball Drop-In program which will occur on Friday mornings, the first session started in April.

| ACTIVITY (April) | # RESERVATIONS |
|------------------|----------------|
| Pickleball       | 1190           |
| Tennis           | 994            |

### Adult Coed 7v7 Soccer League

#### Winter Season

Our A League had a total of five teams and 69 participants

The B League had a total of six teams and 68 participants

The top four teams from each league advanced to the playoffs which took place on Friday, April 15<sup>th</sup>

League finals for both A and B League were on Friday, April 22<sup>nd</sup>

A League Champion: El Segundo Brewing Co.

B League Champion: AFC Richmond

## Spring Season

Registration for the spring season opened on Thursday, April 21<sup>st</sup>

Team registration officially closed Wednesday, May 4<sup>th</sup>

## Adult Basketball League

Season officially began on Tuesday, April 12<sup>th</sup>

### B League:

Games are played on Tuesday evenings at either 7:00pm or 8:00pm (one team has a bye each week)

They will have an eight game regular season plus playoffs

There are 52 participants.

### A League:

Six total teams with games played on Thursday evenings at 6:30, 7:30 or 8:30pm

The A League will have a ten game regular season plus playoffs

There are 59 participants within the A League.

The add drop period will close May 16<sup>th</sup> for the B League and May 18<sup>th</sup> for the A League when rosters will then be final for the remainder of the season.

## Social Media Stats

**Facebook – April 2022 – 19 New Followers, 2626 Followers**

**Instagram – April 2022 –14 New Followers, 2225 Followers**

## Lyft

| Type      | November | December | January | February | March | April |
|-----------|----------|----------|---------|----------|-------|-------|
| PASS/APP  | 7        | 29       | 73      | 88       | 109   | 137   |
| CONCIERGE | 41       | 45       | 53      | 61       | 101   | 108   |



**CITY OF EL SEGUNDO**  
**PUBLIC WORKS DEPARTMENT**  
*"El Segundo's Backyard"*

**INTER-DEPARTMENT CORRESPONDENCE**

**DATE**                      **May 18, 2022**

**TO**                              **Recreation and Parks Commission**

**FROM**                        **Christopher Hentzen, Park Maintenance Superintendent**

**SUBJECT**                    **Parks Division Report**

---

**Parks, Projects, Improvements**

- Routine maintenance continues throughout the parks.
- Musco Lighting relamping completed for Softball Field, Brett Field with Stevenson Field to follow.
- Parkwood Landscape took over landscape maintenance services throughout the city May 1<sup>st</sup>.
- Brett Field scoreboard replacement to begin May 23<sup>rd</sup> with approximately a 1 month construction time frame.

**Tree Report**

- The city tree crew performed tree trimming / removals per requests.