



## RECREATION, PARKS, and LIBRARY DEPARTMENT

**DATE:** November 20, 2024  
**TO:** Recreation and Parks Commission  
**FROM:** Aly Mancini, Director  
**SUBJECT:** Department Report

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### **Council Items**

#### ***October 15, 2024:***

City Council directed staff to review the Athletic Field/Facility Use and Allocation Policy. Once the policy is reviewed and revised, the council has directed that the report be returned to the Recreation & Parks Commission and then City Council for approval.

Director Mancini provided an update on the Joint Use Agreement between the City of El Segundo and the El Segundo Unified School District.

#### ***November 5, 2024:***

City Council authorized the City Manager to approve and execute a Public Works Construction Contract with Knorr Systems International to repair the El Segundo Wiseburn Aquatics Center heaters. The contracted amount is \$613,724 with an additional contingency of \$86,276. Repair of the heaters is scheduled for July and August 2025.

### **CIP Updates**

#### ***Recreation Park Renovation Project:***

Community Workshops for teens were held on October 24th at the El Segundo Teen Center and October 30th from 11:20 am-12:50 pm at the El Segundo Middle School. Teens worked with staff and consultants to provide input into the design of the Teen Center and Skatepark.

#### ***Hilltop Park Project:***

An architect has been retained by Public Works to submit plans to address the abandoned reservoirs at Hilltop Park. Public Works presented the project to the Park Renovation Subcommittee. Additional design plans for the open space will be presented to the Recreation and Park Commission at a later date.

#### ***Playground Replacement Project:***

On July 31st, Parks, Recreation, and Finance staff met to discuss Measure A and Proposition A Maintenance Funds. Staff are currently reviewing guidelines and preparing a report for the Council to adopt a resolution for the City to enter into an Annual Allocation Agreement for the funds. Staff intends to utilize this funding to replace both playgrounds at Recreation Park.

### *Clutters Park*

Director Mancini and Public Works Director, Elias Sassoon, performed a site visit of Clutters Park to determine potential improvements to improve viewing and seating opportunities for park visitors. Additionally, the Arts and Culture Committee will request funding approval from the City Council to establish public art at the location in conjunction with updates and repairs to other amenities.

### **Arts and Culture**

- The Cultural Development Fund received a 1% for Art payment of \$49,500 by Industrious for their development at 2100 E Grand Ave.
- A new development permit application has triggered the CDP 1% for Art. California Smash at 815 N Nash Street will be electing to do art on-site with a 1% valuation of \$23,014.
- Hyundai Motors America has updated its CDP agreement. Originally electing to commission art on-site, they have opted to pay the 1% fee-in-lieu instead. Their 1% for Art fee is \$269,180.
- A Cultural Excursion was held on October 9th to the Academy Museum of Motion Pictures. The trip had 34 senior residents attend.
- The library's exhibition, "El Segundo: Second Look," by artist Curtis Green, closed. The Library is preparing for its next exhibition, which will open on November 14th and feature photography from Da Vinci students.
- New professional photos were taken of completed public art projects in El Segundo, updating the library of images to include artworks installed since 2022, including the sculptures at Beyond Meat, L'Oreal, and Embassy Suites.

### **Aquatics**

#### ***Programming:***

In October 2024, El Segundo Aquatics hosted Water Aerobics, Adaptive Swim lessons, Lap Swimming, and Recreation Swim for 8,009 participants. The pool also hosted 9,781 participants of user groups. October also hosted the annual Pumpkin Poolooza with over 200 participants.

#### ***Staff Training:***

In October, 10 staff trainings were hosted, providing training to all staff.

(Attachment A – October 2024 Stats)

### **Youth and Adult Sports**

#### ***Fall Adult Pickleball Leagues:***

##### **Pickleball Leagues (October 2024)**

<b>Total number of teams</b>	109
<b>Total number of divisions</b>	14
<b>Total number of participants (rostered)</b>	1,308
<b>Team registration revenue</b>	\$37,320.00
<b>Schedule</b>	<ul style="list-style-type: none"><li>• Tuesday night</li><li>• Wednesday morning/night</li><li>• Thursday morning/night</li></ul>

**Fall Adults Coed Kickball:**

**Coed Kickball (October 2024)**

<b>Total number of teams</b>	12
<b>Total number of participants</b>	191
<b>Schedule</b>	<ul style="list-style-type: none"><li>• Tuesday evenings</li><li>• Thursday evenings</li></ul>
<b>Utilized Courts</b>	Softball field – Recreation Park

**Fall Coed 7v7 Soccer League:**

**Coed 7v7 Soccer (October 2024)**

<b>Total number of teams</b>	9
<b>Total number of participants</b>	108
<b>Schedule</b>	Friday nights
<b>Utilized Courts</b>	South end of the West Field at Campus El Segundo

**Coed Youth Basketball:**

**Coed Youth Basketball (October 2024)**

<b>1<sup>st</sup> / 2<sup>nd</sup> Grade Registrants</b>	77
<b>3<sup>rd</sup> / 4<sup>th</sup> Grade Registrants</b>	80
<b>5<sup>th</sup> / 6<sup>th</sup> Grade Registrants</b>	50
<b>7<sup>th</sup> / 8<sup>th</sup> Grade Registrants</b>	53

**Fields, Facilities, and Courts**

Staff will meet with three recreation software companies to demo their software programs against the department's needs.

(Attachment B – Checkout Reservation Report – October 2024)

**Social Media**

(Attachment C- Social Media Analytics – October 2024)

## **Teen Center**

In October, the Teen Center remained fully staffed and open for drop-in use six days per week, totaling 26 operational days. Over the month, the center was visited by 1,816 teen patrons. The Teen Center organized a Halloween-themed Haunted Escape Room for the community. Additionally, as part of the Halloween Frolic, the Teen Center hosted “Nightmare on Main Street,” a haunted walk-through experience designed for families and older kids. For October, the average hourly attendance was approximately 14 teens per hour.

## **Gordon Clubhouse Facility**

### *Drama:*

- Performance – James and the Giant Peach
  - Rehearsals: Mondays, Wednesdays, Fridays (9/9 – 11/21)
  - Participants: 11 Residents/ 10 Non-residents (21 total)
  - Tech Week: 11/18 – 11/21
  - Shows: 11/22 – 11/24

### ***Clubhouse Reservations:***

<b>Clubhouse Hourly Totals / # of Reservations</b>		
<b>Activity</b>	<b># Hours</b>	<b># of Reservations</b>
<b>Co-op</b>	65	21
<b>Recreation Classes</b>	83	80
<b>Camps</b>	0	0
<b>Drama</b>	39	13
<b>Internal meetings &amp; Training</b>	10	2
<b>Rentals</b>	9	1
<b>Family Wellness</b>	74	23
Total Reservations		140
Total # of Hours		280

**Classes:**

Classes	Number of Participants	Session Dates
Gymnastics Academy	8	9/9 - 11/4
Gymnastics (Sand Cruisers)	2	9/9 – 11/4
Gymnastics (Intro to Sand Cruisers)	3	9/9 – 10/7
	4	9/9 – 11/4
Gymnastics (Big & Little)	5	9/9 – 11/4
Zumba! – Mondays	3	9/9 – 9/30
	2	9/9 – 12/16
Backstage Sewing	4	10/15 – 11/12
Tutus and Taps	12	9/10 – 11/12
Ballet and Tap	4	9/10 – 11/12
Tapping for Fun and Exercise – Beginner	15	9/17 – 12/3
Zumba! – Wednesdays	3	9/11 – 9/25
	1	9/11 – 12/18
Tapping for Fun and Exercise – Intermediate	12	9/19 – 12/5
Hippity Hop	10	9/12 – 11/14
Art Lab – Thursdays	14	9/19 – 10/17
Art Lab – Fridays	5	9/20 – 10/18
Music with Ms. Pam	13	9/20 – 11/8
Cooking	6	10/1 – 10/29

**Joslyn Center*****Facility rentals:***

- 93 Reservations
- 120.5 hours
- Revenue: \$1252.00

***Dial-A-Ride***

- Concierge Rides – 508
- Lyft Pass Rides – 274

***Outreach***

- Meals delivered – 589
- In Home Service Hours – 32

Classes	# of Participants
Beginner Line Dancing	16
Intermediate Line Dancing	15
50 Minute Fitness	39
Pilates	37
Core Xpress	13
Senior Fit	12
Art Journaling	2
Creative Hand Stitching	2

## Joslyn & Senior Club Activities

Activity	Day of the week	Participants
Pinochle	Mondays	28
Canasta	Tuesdays	24
Bridge	Thursdays	32
General Meetings/ Luncheon	3 <sup>rd</sup> Tuesday of the Month	34
Board Meeting	1 <sup>st</sup> Tuesday of the Month	7
Sit-N-Knit	2 <sup>nd</sup> Sunday of the Month	24
Thursdays at the Movies	Thursdays	14
Chess Club	Wednesdays	19
	<b>Total</b>	<b>182</b>

### ***Day Trippers Excursion Program***

The El Segundo Day Trippers visited the Getty Villa on Saturday, October 19. 18 Day trippers enjoyed several hours at the Villa.

### **Special Events**

The Recreation Department hosted our Annual Halloween Frolic on Main Street on Saturday, October 26. The streets were busy with volunteers from the National Charity League assisting at games, rides and handing out candy to kids in costume. Volunteers from the El Segundo Kiwanis Club assisted in judging the Halloween Contest while Grace Dance Studio put on a "Thriller" dance performance. Over 1500 people were estimated in attendance.

## **Farmer's Market**

### **October 3, 2024**

<b>Prepacked Vendors</b>	15
<b>Produced Vendors</b>	5
<b>Craft vendors</b>	3
	Total Vendors 23
	Total Revenue \$934.10

*Weekly Craft: Scratch art masks*

### **October 10, 2024**

<b>Prepacked Vendors</b>	15
<b>Produced Vendors</b>	5
<b>Craft vendors</b>	3
	Total Vendors 23
	Total Revenue \$1,121.70

*Weekly Craft: Cat magnets*

*Community Booth: Fire Department  
Police Department  
Disaster Prep (ESFD)*

### **October 17, 2024**

<b>Prepacked Vendors</b>	13
<b>Produced Vendors</b>	5
<b>Craft vendors</b>	1
	Total Vendors 19
	Total Revenue \$963.40

*Weekly Craft: Halloween bracelets*

*Community Booth: Fire Department*

### **October 24, 2024**

<b>Prepacked Vendors</b>	12
<b>Produced Vendors</b>	5
<b>Craft vendors</b>	3
	Total Vendors 20
	Total Revenue \$947.70

*Weekly Craft: Pumpkin decorating*

## **Parks**

### ***Park Inspections:***

Parks staff will begin monthly formal park inspections to conduct site visits to assess any needed repairs or maintenance. A monthly report including proposed plans to address issues will be provided to the Recreation and Parks Commission.

(Attachment D: Park Inspection Matrix – October 2024)

***Parks, Projects, and Improvements:***

- Routine maintenance continues throughout the parks.
- Compost bin placed at Recreation Park for month of October.
- Lamp replacement at Campus El Segundo completed.
- Soccer season field lining continues.
- Library Park irrigation repair, new meter installed with a shut off valve.
- Downtown flower poles repainted, and solar lights attached.
- Community Clean Up Event- Blue butterfly planting at Memory Row
- Relocated dog bag station at Holly Kansas Park.
- New slide ordered for Holly Kansas Park.
- Irrigation repair at Imperial strip.
- Irrigation repair at Washington Park.
- Stage platform for Holiday tree constructed at City Hall.

***Tree Report:***

- City tree crew trimmed trees per residents' requests.
- Tree removals 8, tree planting 3.
- Palm trimming at Campus El Segundo completed

**ATTACHMENTS**

Attachment A: Aquatics Stats Report – October 2024

Attachment B: Checkout Reservation Report – October 2024

Attachment C: Social Media Analytics – October 2024

Attachment D: Park Inspection Matrix – October 2024







Total AC  
Lane  
hours:  
10044

## October 2024 Report

Aquatics Center Instructional Programming		Lane Hours	\$	Number of Participants
Contract Classes				
	Naomi's Hiit Water Aerobics	184	\$ 8,074.00	733
	Saul Gonzalez - Swim With Me	48	\$ 2,052.00	5
Swim Lessons				
	Group	0		On break until January
	Semi-Private and Private	0		
<b>Totals</b>			<b>\$ 10,126.00</b>	<b>738</b>

Aquatics Center Public Drop In Programming			\$	Number of Customer Lane Reservations
Public Swim				
	Reservations	6557	\$ 10,572.00	6908
	Lap Swim Drop in	508	\$ 607.00	351
	Recreation Swim	144	\$ 550.00	206
<b>Totals</b>			<b>\$ 11,729.00</b>	<b>7465</b>

Annual Membership Sales at the Aquatics Center			\$	Memberships sold
Wiseburn Rec IDs	Adult ID		\$ 45.00	3
Wiseburn Rec IDs	Senior ID		\$ 15.00	3
Wiseburn Rec IDs	Youth ID		\$ 20.00	2
Wiseburn Rec IDs	Infant ID		\$ -	0
<b>Totals</b>			<b>\$ 80.00</b>	<b>8</b>

El Segundo Rec IDs	Adult ID		\$ 75.00	5
El Segundo Rec IDs	Senior ID		\$ 10.00	3
El Segundo Rec IDs	Youth ID		\$ 50.00	5
El Segundo Rec IDs	Infant ID		\$ -	0
<b>Totals</b>			<b>\$ 135.00</b>	<b>13</b>

Membership Sales			\$	Passes Purchased to use towards Lane Rentals
El Segundo Resident Punch Passes				
	10 Punch Pass		\$ 240.00	7
	20 Punch Pass		\$ 182.00	3
	30 Punch Pass		\$ 733.00	8
El Segundo Resident Membership Passes				
	Annual		\$ 1,100.00	3
Wiseburn Resident Punch Passes				
	10 Punch Pass		\$ 115.00	3
	20 Punch Pass		\$ 82.00	1
	30 Punch Pass		\$ 338.00	4
Wiseburn Resident Membership Passes				
	Annual			0
Non-Resident Punch Passes				
	10 Punch Pass		\$ 1,084.00	29
	20 Punch Pass		\$ 1,791.00	18
	30 Punch Pass		\$ 4,492.00	33
Non-Resident Membership Passes				
	Annual		\$ 4,700.00	9
<b>Totals</b>			<b>\$ 14,857.00</b>	<b>118</b>

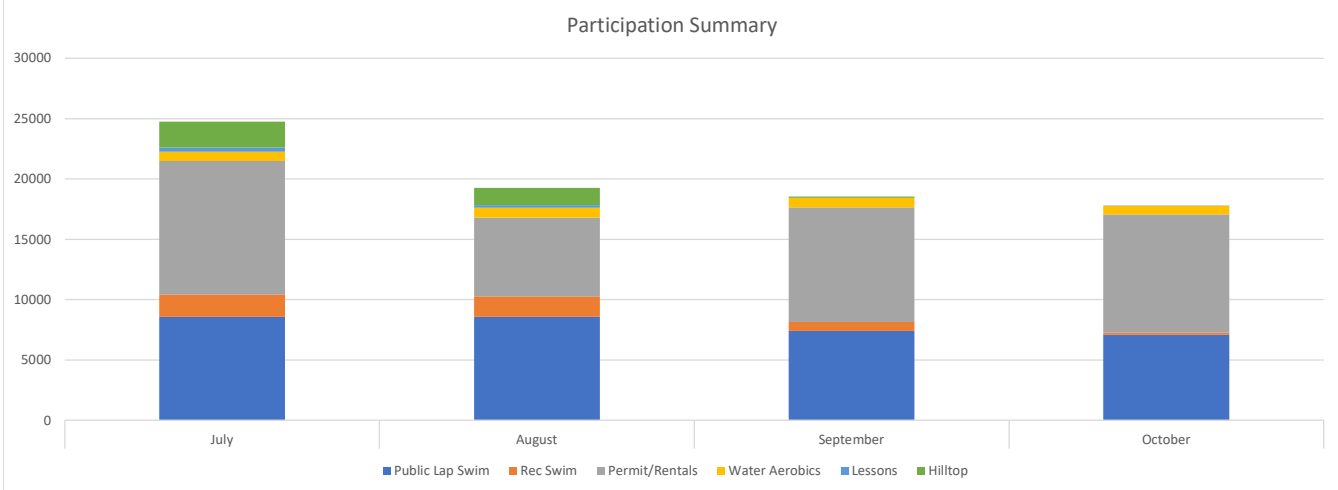
Aquatics Center Permit Groups		Lane Hours	\$	Estimated Participants (4 to 5 per lane)
Alpha		965.00	\$ 17,370.00	3860
Beach Cities		499.50	\$ 8,559.00	1998
SCAQ		429.50	\$ 7,731.00	1718
South Bay United		478.00	\$ 4,684.40	956
Tower 26		156.50	\$ 2,817.00	469.5
Trojan		270.00	\$ 2,646.00	540
Coastal		120.00	\$ 1,176.00	240
<b>Totals</b>		<b>2918.50</b>	<b>\$ 44,983.40</b>	<b>9781.50</b>

Events			\$	Number of Participants
Pumpkin Poolooza			\$ 1,705.00	200
<b>Totals</b>			<b>\$ 1,705.00</b>	<b>200</b>

Total Revenue	Estimated Amount of Visitors in October
<b>TOTAL \$ 83,615.40</b>	<b>18323.50</b>

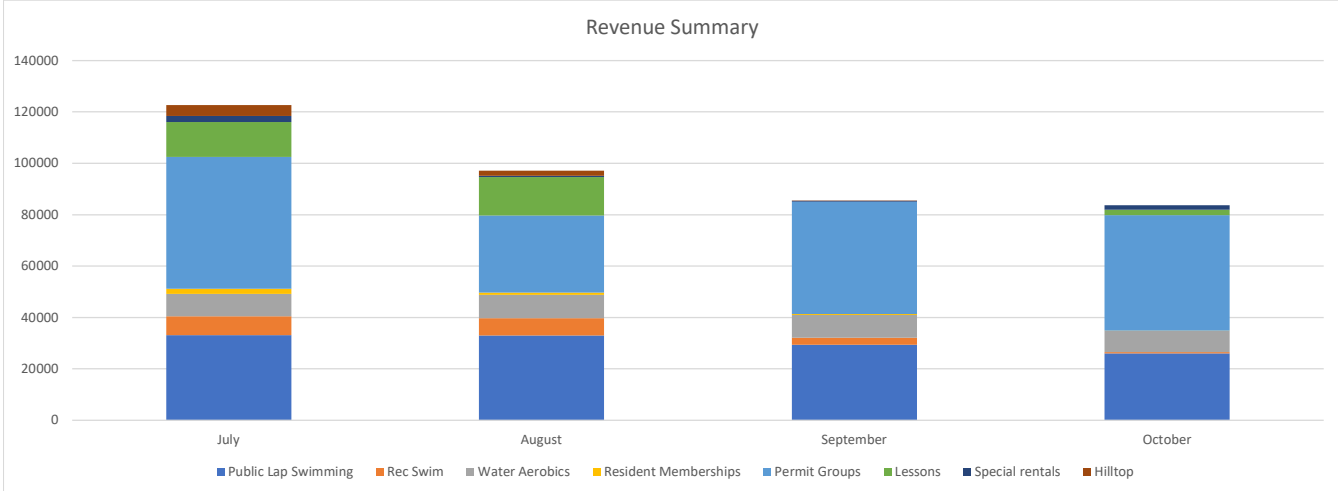
Monthly Statistics	July		August		September		October	
	Revenue	Participation	Revenue	Participation	Revenue	Participation	Revenue	Participation
Water Aerobics	\$ 8,672.00	783	\$ 9,054.00	829	\$ 8,830.00	799	\$ 8,074.00	733
Lesson Programming	\$13,650.00	336	\$14,922.50	231	\$0.00	0	\$2,052.00	5
Lap Swimming	\$33,074.00	8577	\$32,936.00	8577	\$29,410.00	7391	\$26,036.00	7065
Family/Rec Swim	\$ 7,397.00	1849	\$ 6,738.00	1688	\$ 2,671.00	753	\$ 550.00	206
Annual Membership Sales	\$2,075.00	172	\$920.00	78	\$360.00	29	\$215.00	21
Rentals/Permit Groups	\$ 51,236.30	11055	\$ 30,086.00	6510	\$ 43,749.40	9502	\$ 44,983.40	9781
Special Events/Rentals	\$ 2,315.00	113	\$ 543.00	278	\$ 440.00	268	\$ 1,705.00	200
Hilltop	\$ 4,267.00	2144	\$ 1,898.00	1416	\$ 114.00	88	\$ -	0
	<b>\$118,419.30</b>	<b>22,885</b>	<b>\$95,199.50</b>	<b>17,913</b>	<b>\$85,020.40</b>	<b>18,474</b>	<b>\$83,615.40</b>	<b>18,011</b>

**Participation Summary**



**Total Participation July-October 77,283**

**Revenue Summary**



**Total Revenue July-October \$382,254.60**

Facility Report Summary - October 2024

**Racquet Sport Courts**

Facility	Total Hours Reserved	Amount paid
Paddle Tennis	32	\$ 310.00
<b>Total</b>	<b>32</b>	<b>\$ 310.00</b>

Pickleball Court 1	364.3	\$ 2,080.00
Pickleball Court 2	295.3	\$ 1,680.00
Pickleball Court 3	363.3	\$ 1,800.00
Pickleball Court 4	318.3	\$ 1,540.00
Pickleball Court 5	317	\$ 1,690.00
Pickleball Court 6	267	\$ 1,530.00
Pickleball Court 7	320	\$ 1,180.00
Pickleball Court 8	290	\$ 1,490.00
<b>Total</b>	<b>2535.2</b>	<b>\$ 12,990.00</b>

Tennis Court 1	228	\$ 2,360.00
Tennis Court 2	261	\$ 2,400.00
Tennis Court 3	202	\$ 1,540.00
Tennis Court 4	217	\$ 2,240.00
Tennis Court 5	298.3	\$ 1,060.00
<i>ESUSD Total hours</i>	200	\$ -
<b>Total</b>	<b>1406.3</b>	<b>\$ 9,600.00</b>

Volleyball Court 1	106.15	\$ -
Volleyball Court 2	106.15	\$ -
<b>Total</b>	<b>212.3</b>	<b>\$ -</b>

Basketball Court	4.3	\$ 165.00
<b>Total</b>	<b>4.3</b>	<b>\$ 165.00</b>

Hockey Rink	117.3	\$ -
<b>Total</b>	<b>117.3</b>	<b>\$ -</b>

**Field Reservations**

Facility	Total Hours Reserved	Amount paid
<b>George Brett Field</b>		
AYSO	135.5	\$ -
ESLL	24	\$ -
Private Rentals	0	\$ -
City Internal Reservations	0	\$ -

Total	159.5	\$	-
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**Stevenson Field**

ESHS	0	\$	-
Babe Ruth	99.5	\$	-
Private Rentals	0	\$	-
City Internal Reservations	0	\$	-
<b>Total</b>	<b>99.5</b>	<b>\$</b>	<b>-</b>

**Softball Field**

ESHS	4	\$	-
ESGS	156	\$	-
Private Rentals	0	\$	-
City Internal Reservations	94	\$	-
<b>Total</b>	<b>254</b>	<b>\$</b>	<b>-</b>

**Campus El Segundo( 1/2 field)**

AYSO	0	\$	-
ESLAX	0	\$	-
Private Rentals	41.5	\$	1,586.00
City Internal Reservations	24	\$	-
<b>Total</b>	<b>65.5</b>	<b>\$</b>	<b>1,586.00</b>

**Campus El Segundo(full field)**

ESHS	38	\$	-
AYSO	289.5	\$	-
ESLAX	0	\$	-
ESLL	0	\$	-
ES Football & Cheer	0	\$	-
Private Rentals	125.5	\$	5,000.97
City Internal Reservations	10	\$	-
<b>Total</b>	<b>463</b>	<b>\$</b>	<b>5,000.97</b>

**Richmond Field**

ESHS	10	\$	-
ESGS	18	\$	-
AYSO	82	\$	-
ESLL	0	\$	-
Private Rentals	21	\$	1,807.50
City Internal Reservations	0	\$	-
<b>Total</b>	<b>131</b>	<b>\$</b>	<b>1,807.50</b>

**Center Street Bakalyar Field**

ESHS	0	\$	-
ESGS	0	\$	-
AYSO	0	\$	-
ESLL	136	\$	-

Private Rentals	16 \$	1,040.00
City Internal Reservations	0 \$	-
<b>Total</b>	<b>152 \$</b>	<b>1,040.00</b>

**Center Street Walton Field**

ESHS	0 \$	-
ESGS	0 \$	-
AYSO	0 \$	-
ESLL	136 \$	-
Private Rentals	16 \$	1,040.00
City Internal Reservations	0 \$	-
<b>Total</b>	<b>152 \$</b>	<b>1,040.00</b>

**Other Facility Reservations**

Facility	Total Hours Reserved	Amount paid
Skate Circle	0 \$	-
<b>Total</b>	<b>0 \$</b>	<b>-</b>
Hilltop Park Picnic Areas	0 \$	-
<b>Total</b>	<b>0 \$</b>	<b>-</b>
Checkout Grass Area	0 \$	-
<b>Total</b>	<b>0 \$</b>	<b>-</b>
Bounce House (Total not Hours)	13 \$	687.50
<b>Total</b>	<b>13 \$</b>	<b>687.50</b>
Picnic Tables		
<b>Total</b>	<b>0 \$</b>	<b>-</b>
BBQ Area	30.3 \$	1,966.50
<b>Total</b>	<b>30.3 \$</b>	<b>1,966.50</b>
Fire Circle	45 \$	3,070.45
<b>Total</b>	<b>45 \$</b>	<b>3,070.45</b>
Lawn Bowling	12 \$	136.00
<b>Total</b>	<b>12 \$</b>	<b>136.00</b>

**Raytheon Facilities**

Facility	Total Hours Reserved	Amount paid
<b>Ball Field 1</b>		
ESLL	0 \$	-

ESGS	52 \$	-
Total	<b>52 \$</b>	<b>-</b>

**Ball Field 2**

ESLL	0 \$	-
ESGS	0 \$	-
Total	<b>0 \$</b>	<b>-</b>

**Raytheon Field**

AYSO	14	
Private	17.5 \$	533.75
Total	<b>31.5 \$</b>	<b>533.75</b>



## Update Notes

- \*Court washing took place on October 1 and 7
- \*Campus lights were replaced and fixed on 11/1



## RPL INSTAGRAM

	Previous Month	October
Followers end month	3,391	3,425
Number of posts	11	13

## RPL FACEBOOK

	Previous Month	October
Followers end month	3,417	3,434
Number of posts	11	13

# Park Inspection Matrix - October 2024

Acacia	Date	Staff	Area	Assessment	Plan of Action	Target Completion Date
	10/30/2024	Chris Hentzen	Walkways	Need power wash	Schedule power wash	12/1/2024
	10/30/2024	Chris Hentzen	Picnic Tables	Need power wash	Schedule power wash	12/1/2024
	10/30/2024	Chris Hentzen	Open Grass	Bare spot in turf	Replant sod, apply Weed and Feed	12/15/2024
	10/30/2024	Chris Hentzen	Other Ground Cover	Weeds and bare spots in mulch	Weed and add mulch	12/1/2024
10/30/2024	Chris Hentzen	Other	New tree needed near playhouse structure	Plant new tree	1/1/2025	
Candy Cane Constitution	Date	Staff	Area	Assessment	Plan of Action	Target Completion Date
	Date	Staff	Area	Assessment	Plan of Action	Target Completion Date
	11/5/2024	Travis Morris	Park Signage	update/replace	Department wide sign replacement	6/1/2025
11/5/2024	Travis Morris	Garbage Cans	Paint/replace	Replace trash cans	3/1/2025	
11/5/2024	Travis Morris	Fencing	update/replace	Replace fencing	CIP	
Dog	Date	Staff	Area	Assessment	Plan of Action	Target Completion Date
Freedom	Date	Staff	Area	Assessment	Plan of Action	Target Completion Date
	11/5/2024	Travis Morris	Walkways	DG Paths low and washed out	Repair pathways	CIP
	11/5/2024	Travis Morris	Benches/Seating	Benches need paint	Repaint benches	4/1/2025
	11/5/2024	Travis Morris	Park Signage		Department wide sign replacement	6/1/2025
	11/5/2024	Travis Morris	Garbage Cans	need to be updated/replaced	Replace trash cans	3/1/2025
11/5/2024	Travis Morris	Other Ground Cover	needs trimming, replacement, and new cover in planters.	Replant	3/1/2025	
Hilltop	Date	Staff	Area	Assessment	Plan of Action	Target Completion Date
	10/31/2024	Chris Hentzen	Play Equipment	Swing Repair	Replace swing	12/15/2024
	10/31/2024	Chris Hentzen	Play Surfacing	Holes in surfacing	Patch repair	5/1/2025
	10/31/2024	Chris Hentzen	Picnic Tables	Tables dirty	Schedule power wash	12/1/2024
	10/31/2024	Chris Hentzen	Garbage Cans	Need additional trash cans	Add 2 trash cans south side. Move can to paving slab.	
	10/31/2024	Chris Hentzen	Water fountains	Not operational south side	Replace	5/1/2025
10/31/2024	Chris Hentzen	Other Ground Cover	Bare mulch spots	Add mulch	12/1/2025	
Holly Valley	Date	Staff	Area	Assessment	Plan of Action	Target Completion Date
	10/31/2024	Chris Hentzen	Play Equipment	Swing damaged	Replace swing	12/1/2025
10/31/2024	Chris Hentzen	Other Ground Cover	Bare mulch	Add mulch	12/1/2025	
Imperial	Date	Staff	Area	Assessment	Plan of Action	Target Completion Date
Independence	Date	Staff	Area	Assessment	Plan of Action	Target Completion Date
	11/5/2024	Travis Morris	Walkways	DG and borders need replaced	Replace/repair	CIP
11/5/2024	Travis Morris	Park Signage	update/replace	Department wide sign replacement	6/1/2025	

	11/5/2024	Travis Morris	Fencing	update/replace	Replace	CIP
<b>Library</b>	<b>Date</b>	<b>Staff</b>	<b>Area</b>	<b>Assessment</b>	<b>Plan of Action</b>	<b>Target Completion Date</b>
<b>Recreation</b>	<b>Date</b>	<b>Staff</b>	<b>Area</b>	<b>Assessment</b>	<b>Plan of Action</b>	<b>Target Completion Date</b>
	11/7/2024	Joseph Cassilas	Picnic Tables	Some tables damaged	Replace all damaged tables	6/1/2025
	11/7/2024	Joseph Cassilas	Benches/Seating	Dug out benches need replaced	replace	6/1/2025
	11/7/2024	Joseph Cassilas	Garbage Cans	Trash cans need to be replaced	Replace	3/1/2025
	11/7/2024	Joseph Cassilas	Fencing	Checks okay but Fence poles need replacing. Tennis courts and Stevenson field.	Replace	CIP
<b>Sycamore</b>	<b>Date</b>	<b>Staff</b>	<b>Area</b>	<b>Assessment</b>	<b>Plan of Action</b>	<b>Target Completion Date</b>
	10/30/2024	Chris Hentzen	Play surfacing	External Damage	Submitted to FEMA	
	10/30/2024	Chris Hentzen	Picnic Tables	Replace concrete tables	Replace	8/1/2025
	10/30/2024	Chris Hentzen	Other	Restake new tree	Restake	12/1/2025
<b>Imperial Strip</b>	<b>Date</b>	<b>Staff</b>	<b>Area</b>	<b>Assessment</b>	<b>Plan of Action</b>	<b>Target Completion Date</b>
	11/5/2024	Travis Morris	Walkways	Could use new D.g. and Borders	Replace/repair	CIP
	11/5/2024	Travis Morris	Park Signage	Could use update / replacement	Department wide sign replacement	6/1/2025
	11/5/2024	Travis Morris	Fencing	Needs to be replaced	Replace/repair	CIP
	11/5/2024	Travis Morris	Other Ground Cover	Could use a trim/replacement	Trim, replace	3/1/2025