



RECREATION, PARKS, and LIBRARY DEPARTMENT

DATE: February 19, 2025
TO: Recreation and Parks Commission
FROM: Aly Mancini, Director
SUBJECT: Department Report

Council Items

January 21, 2025:

Chili Cook Off Alcohol Waiver

At the meeting of January 21, 2025, the City Council approved a request to waive City Municipal Code 10-1-4(C) to allow alcohol at Library Park for the El Segundo Kiwanis Club Chili Cookoff event on Saturday, March 29, 2025.

1% for the Arts Update

As a follow up to the report on November 19, 2024, Director Mancini provided an update of the Cultural Development Program. The presentation touched on current and future program components, similar funding programs in other cities, and the programs history of in lieu payments and on-site art. Council provided direction to the Cultural Development Program to allow developers the ability to split funds between projects, cap the fee at \$1,000,000, and update timing of in lieu fee payments.

CCB Appointments

Mayor Pimentel announced the appointments of Stuart Carroll, Elizabeth Kennedy, Jason Haffley, Michele Leach, and Nicole LoSasso to the Arts and Culture Advisory Committee and Emily Atmore, Alison Mitrovich, and Christibelle Villena to the Diversity, Equity, and Inclusion Committee.

February 4, 2025:

Recreation Scholarship Program

At the meeting of February 4, 2025, the City Council approved the proposed Recreation Program Scholarship Application Process.

DEI Workplan

The Diversity, Equity, and Inclusion Committee presented their proposed 2025 workplan and bylaw changes. Council approved their workplan and voted to end the ESUSD one-year pilot program. The pilot program will conclude in May of 2025.

RFP Landscape Maintenance Contract

City Council authorized the release of a Request for Proposal for Landscape Maintenance services to provide service to the City parks, medians, and facilities.

CIP Updates

Recreation Park Renovation Project:

The Schematic Design for the Teen Center and Teen Plaza was approved by Council on December 3rd. Design Development plans are currently at 50% completion and are being reviewed by City Staff. A Geotechnical Investigation and a Percolation report for the proposed ballfield renovations is currently being reviewed.

Hilltop Park Project:

An architect has been retained by Public Works to submit plans to address the abandoned reservoirs at Hilltop Park. An additional land survey still needs to be completed. 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.

Arts & Culture

Staffing

The City's Cultural Arts Coordinator submitted his resignation on December 19, 2024. The recruitment for the position will open in February.

Fields, Facilities, and Courts

Attachment A – Checkout Reservation Report – January 2025

Social Media

Attachment B- Social Media Analytics – January 2025

Adult Sports

Adult 7v7 Soccer League

- The Winter 2025 adult soccer league began on Friday, January 17th and is a 9-week season.
- The league has a total of 9 teams and 108 participants.
 - 4 El Segundo Residents
 - 5 Non-Resident Teams
- The total revenue from registration is \$2,205.00

Adult League Basketball

- The Winter 2025 adult basketball league began on Sunday, January 19th and is a 10-week season.
- The league has a total of 6 teams and 60 participants.
 - 3 El Segundo Resident
 - 3 Non-Resident Teams
- The total revenue from registration is \$1,500.00

Adult Pickleball League

- The Winter 2025 adult pickleball league began on Monday, January 20th and is a 9-week season.
- The league has a total of 115 teams and 1,380 participants.
 - 5 El Segundo Resident Teams
 - 110 Non-Resident Teams
- The total revenue from registration is \$41,730.00

Youth Sports

Youth Basketball League

- 28 teams registered (286 participants)
- The El Segundo Youth Basketball League resumed on Monday, January 6th after the holidays and will conclude on February 22nd.
- The 1st/2nd grade league visited the South Bay Lakers on Tuesday, January 7th.
- The 3rd/4th grade league visited the South Bay Lakers on Thursday, January 23rd.
- The total revenue from registration is \$31,475.00

Teen Center

In January, the Teen Center was open for drop-in use six days a week, totaling 25 operational days. Over the month, the center hosted 1,772 visits from teens. To boost engagement and encourage attendance, the Teen Center started “Thrilling Thursday” events to include crafts, challenges, and trivia. In addition to Thrilling Thursday events, the Teen Center hosted an end-of-finals bash that included games, music, and Raising Canes with about 50 teens in attendance. The average hourly attendance was approximately 14 teens per hour.

Gordon Clubhouse

The Clubhouse and its various rooms were reserved/activated a total of 190 times totaling, 441 hours in January for recreation activities, youth drama program, camps, Co-op, Family Wellness Studio, meetings, and rentals.

Contract Classes	Number of Participants
Gymnastics Ninja Gym	8
Gymnastics Academy	18
Gymnastics Sand Cruisers	1
Gymnastics Big & Little	5
Gymnastics Intro to Sand Cruisers	3
Gymnastics without Limits	5
Zumba! – Mondays	8
Backstage Sewing	1
Tutus and Taps	10
Ballet and Tap	3
Tapping for Fun and Exercise – Beginner	11
Zumba! – Wednesdays	4
Tapping for Fun and Exercise - Intermediate	10
Hippity Hop	7
Art Lab – Thursdays	11
Art Lab – Fridays	4
Preschool Cooking Tyme	7
Kid Cake Design	5
Storytelling	6
Spanish Parent and Me – Tuesday	4
Spanish Parent and Me – Saturday	3

Welcome Spanish for Adults	6
Music with Miss Pam – Friday	4
Music with Miss Pam – Saturday	10
Learn to Draw Faces	5

El Segundo Youth Drama

- Performance – Winter Variety Show
- Rehearsals: Mondays, Wednesdays, Fridays (1/13-3/13)
- Participants: 13 Residents/10 Non-Residents (Junior)
 - 6 Residents/7 Non-Residents (Senior)
- Tech Week: 3/8-3/13 (takes place at Clubhouse)
- Shows: 3/14-3/16, 3/21-3/23 (takes place at Clubhouse)

Joslyn Center

Facility Rentals

The following facility rentals took place at Joslyn Center during the month of January:

- 19 External Reservations – 19 hours - \$509.00
- 47 Internal Reservations – 89 Hours

Dial-A-Ride

- Concierge Rides – 446
- Lyft Pass Rides – 216

Meals Outreach

- Meals Delivered – 540
- In Home Service Hours – 32

The following is the breakdown of contract class registration for January 2024. Contract class instructors receive 70% of registration fees and the City receives 30% of the registration fees.

Contract Classes	Number of Participants
Beginner Line Dancing	24
Intermediate Line Dancing	16
50 Minute Fitness	54
Pilates	25
Core Xpress	15
Senior Fit	20
Art Journaling	2
Creative Hand Stitching	N/A

Senior Programs	Number of Participants
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Pinochle	18
Canasta	22
Bridge	20
General Meetings/Luncheon	30
Board Meeting	7
Sit-N-Knit	22
Thursday Movies	6
Chess Club	14

Farmers' Market

Jan 2, 2025

- Prepackaged Vendors: 7
- Produce Vendors: 3
- Craft Vendors: 1

Total Vendors: 11

Total Revenue: \$398.80

Weekly Craft: Bookmark

Community Booth – None

Jan 16, 2025

- Prepackaged Vendors: 13
- Produce Vendors: 5
- Craft Vendors: 1

Total Vendors: 19

Total Revenue: \$879.90

Weekly Craft: Wind Chimes

Community Booth – None

Jan 23, 2025

- Prepackaged Vendors: 14
- Produce Vendors: 4
- Craft Vendors: 0

Total Vendors: 18

Total Revenue: \$797.20

Weekly Craft: Lunar New Year Scratch Art

Community Booth – None

Jan 30, 2025

- Prepackaged Vendors: 11
- Produce Vendors: 5
- Craft Vendors: 0

Total Vendors: 16

Total Revenue: \$852.50

Weekly Craft: Dinosaur Keychains

Community Booth – None

Parks

Park Inspections

Attachment C: Park Inspection Matrix – January 2025

Parks, Projects, Improvements

- Routine maintenance continues throughout the parks
- Initiated trash can replacement
- Ballfield prep for season opening
- Clubhouse and Joslyn Center storage improvements
- RFP for Landscape Maintenance Services released
- Broken concrete picnic tables removed and replacement tables installed at Rec Park

Trees

- City tree crew trim requests and tree planning
- West Coast Arborist in town removals and tree trimming

Aquatics

Programming

City led programs served 6,286 participants, while user group rentals engaged an additional 8,617 participants.

Lesson programming resumed for the Winter Session serving 127 individuals, generating \$11,000 in revenue.

Attachment D – Aquatics Stats – January 2025

ATTACHMENTS

Attachment A: Checkout Reservation Report – January 2025

Attachment B: Social Media Analytics – January 2025

Attachment C: Park Inspection Matrix – January 2025

Attachment D: Aquatics Stats – January 2025

Facility Report Summary - January 2025

Racquet Sport Courts

Facility	Total Hours Reserved	Amount paid
Paddle Tennis	18 \$	220.00
Total	18 \$	220.00
Pickleball Court 1	281 \$	1,790.00
Pickleball Court 2	237 \$	1,480.00
Pickleball Court 3	274 \$	1,500.00
Pickleball Court 4	270 \$	1,710.00
Pickleball Court 5	268 \$	1,795.00
Pickleball Court 6	227 \$	1,715.00
Pickleball Court 7	245 \$	1,350.00
Pickleball Court 8	223 \$	1,370.00
Total	2025 \$	12,710.00
Tennis Court 1	119 \$	1,180.00
Tennis Court 2	145 \$	1,270.00
Tennis Court 3	133 \$	1,180.00
Tennis Court 4	98 \$	1,050.00
Tennis Court 5	118 \$	740.00
<i>ESUSD Total hours</i>	52 \$	-
Total	665 \$	5,420.00
Volleyball Court 1	8	-
Volleyball Court 2	8 \$	-
Total	16 \$	-
Basketball Court	45 \$	-
Total	45 \$	-
Hockey Rink	131 \$	-
Total	131 \$	-

Field Reservations

Facility	Total Hours Reserved	Amount paid
George Brett Field		
AYSO	0 \$	-
ESLL	0 \$	-
Private Rentals	0 \$	-
City Internal Reservations	0 \$	-

Total	0 \$	-
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Stevenson Field

ESHS	0 \$	-
Babe Ruth	0 \$	-
Private Rentals	0 \$	-
City Internal Reservations	0 \$	-
Total	0 \$	-

Softball Field

ESHS	0 \$	-
ESGS	0 \$	-
Private Rentals	0 \$	-
City Internal Reservations	0 \$	-
Total	0 \$	-

Campus El Segundo(1/2 field)

AYSO	0 \$	-
ESLAX	0 \$	-
Private Rentals	18 \$	834.00
City Internal Reservations	12 \$	-
Total	30 \$	834.00

Campus El Segundo(full field)

ESHS	61 \$	-
AYSO	267 \$	-
ESLAX	75 \$	-
ESLL	0 \$	-
ES Football & Cheer	0 \$	-
Private Rentals	39.5 \$	4,021.25
City Internal Reservations	8 \$	-
Total	450.5 \$	4,021.25

Richmond Field

ESHS	0 \$	-
ESGS	136 \$	-
AYSO	0 \$	-
ESLL	0 \$	-
Private Rentals	0 \$	-
City Internal Reservations	0 \$	-
Total	136 \$	-

Center Street Bakalyar Field

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

Private Rentals	0 \$	-
City Internal Reservations	0 \$	-
Total	0 \$	-

Center Street Walton Field

ESHS	0 \$	-
ESGS	0 \$	-
AYSO	0 \$	-
ESLL	0 \$	-
Private Rentals	0 \$	-
City Internal Reservations	0 \$	-
Total	0 \$	-

Other Facility Reservations

Facility	Total Hours Reserved	Amount paid
Skate Circle	0 \$	-
Total	0 \$	-
Hilltop Park Picnic Areas	0	-
Total	0 \$	-
Checkout Grass Area	0 \$	-
Total	0 \$	-
Bounce House (Total not Hours)	3 \$	189.00
Total	3 \$	189.00
Picnic Tables	12.3 \$	487.50
Total	12.3 \$	487.50
BBQ Area	0 \$	-
Total	0 \$	-
Fire Circle	12 \$	528.00
Total	12 \$	528.00
Lawn Bowling	0	-
Total	0 \$	-

Raytheon Facilities

Facility	Total Hours Reserved	Amount paid
Ball Field 1		
ESLL	0 \$	-

ESGS	0 \$	-
Total	0 \$	-

Ball Field 2

ESLL	0 \$	-
ESGS	0 \$	-
Total	0 \$	-

Raytheon Field

AYSO	0	-
Private	0 \$	-
Total	0 \$	-



Update Notes

- *Brett Field closed for annual maintenance throughout January
- *Stevenson Field closed for annual maintenance throughout January
- *Softball Field closed for annual maintenance throughout January
- *Raytheon Fields closed for annual maintenance throughout January
- *Center Street Fields closed for annual maintenance throughout January

RPL INSTAGRAM

	Previous Month	January
Followers end month	3,472	3,498
Number of posts	7	12

RPL FACEBOOK

	Previous Month	January
Followers end month	3,446	3,456
Number of posts	7	12

Park Inspections - February 2024

Acacia	Date	Staff	Area	Assessment	Plan of Action	Target Completion Date
	2/1/2025	Chris Hentzen	Open Grass	Bare spot in turf	Replant sod, apply Weed and Feed	3/1/2025
Campus El Segundo	Date	Staff	Area	Assessment	Plan of Action	Target Completion Date
	Feb, 01	Chris Hentzen	Concrete paving/seating	requires cleaning	power wash	Mar-25
	Feb, 01	Chris Hentzen	perimeter landscaping	Bare areas	Add mulch	Mar-25
	Feb, 01	Chris Hentzen	Facility	Broken window	Replace speciality glass	Apr-25
	Feb, 01	Chris Hentzen	Raised planters	Missing cap pieces	Replace custom precast cap	Unknown
Candy Cane	Date	Staff	Area	Assessment	Plan of Action	Target Completion Date
	Feb, 01	Noe Moreno	Trim shrubs	Contractor	Contractor	Completed
Clutters	Date	Staff	Area	Assessment	Plan of Action	Target Completion Date
Constitution	Date	Staff	Area	Assessment	Plan of Action	Target Completion Date
	2/1/2025	Travis Morris	Park Signage	update/replace	Department wide sign replacement	6/1/2025
	2/1/2025	Travis Morris	Garbage Cans	Paint/replace	Replace trash cans	3/1/2025
	2/1/2025	Travis Morris	Fencing	update/replace	Replace fencing	CIP
Dog	Date	Staff	Area	Assessment	Plan of Action	Target Completion Date
	Jan, 09	Hentzen	Fencing	Replace Fencing, Slope repair	CIP, PW engineering	12/1/2025
Freedom	Date	Staff	Area	Assessment	Plan of Action	Target Completion Date
	2/1/2025	Travis Morris	Walkways	DG Paths low and washed out	Repair pathways	CIP
	2/1/2025	Travis Morris	Benches/Seating	Benches need paint	Repaint benches	4/1/2025
	2/1/2025	Travis Morris	Park Signage		Department wide sign replacement	6/1/2025
	2/1/2025	Travis Morris	Garbage Cans	need to be updated/replaced	Replace trash cans	3/1/2025
	2/1/2025	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
	2/1/2025	Chris Hentzen	Garbage Cans	Need additional trash cans	Add 2 trash cans south side. Move can to paving slab	
	2/1/2025	Chris Hentzen	Water fountains	Not operational south side	Replace	5/1/2025
	2/1/2025	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
	2/1/2025	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
	2/1/2025	Travis Morris	Walkways	DG and borders need replaced	Replace/repair	CIP
	2/1/2025	Travis Morris	Park Signage	update/replace	Department wide sign replacement	6/1/2025
	2/1/2025	Travis Morris	Fencing	update/replace	Replace	CIP
Kansas Library	Date	Staff	Area	Assessment	Plan of Action	Target Completion Date
	Date	Staff	Area	Assessment	Plan of Action	Target Completion Date
Recreation	Date	Staff	Area	Assessment	Plan of Action	Target Completion Date
	2/1/2025	Joseph Cassilas	Benches/Seating	Dug out benches need replaced	replace	6/1/2025
	2/1/2025	Joseph Cassilas	Garbage Cans	Trash cans need to be replaced	In progress	3/1/2025
	2/1/2025	Joseph Cassilas	Fencing	Checks okay but Fence poles need replacing. Tennis courts and	Replace	CIP
Sycamore	Date	Staff	Area	Assessment	Plan of Action	Target Completion Date
	2/1/2025	Chris Hentzen	Picnic Tables	Replace concrete tables	Replace	In progress
Washington	Date	Staff	Area	Assessment	Plan of Action	Target Completion Date
	2/1/2025	Travis Morris	Walkways	Could use new D.g. and Borders	Replace/repair	CIP
	2/1/2025	Travis Morris	Park Signage	Could use update / replacement	Department wide sign replacement	6/1/2025
	2/1/2025	Travis Morris	Fencing	Needs to be replaced	Replace/repair	CIP
	2/1/2025	Travis Morris	Other Ground Cover	Could use a trim/replacement	Trim, replace	3/1/2025



Total AC
Lane
hours:
9792

January 2025 Report

Aquatics Center Instructional Programming		Lane Hours	\$	Number of Participants
Contract Classes				
	Naomi's Hiit Water Aerobics	152	\$ 4,188.00	374
	Saul Gonzalez - Swim With Me	0	\$ -	0
Swim Lessons				
	Group	32	\$ 8,458.00	103
	Semi-Private and Private	0	\$ 2,542.50	24
Totals			\$ 15,188.50	501

Aquatics Center Public Drop In Programming			\$	Number of Customer Lane Reservations
Public Swim				
	Reservations	4256	\$ 8,090.00	5269
	Lap Swim Drop in	482	\$ 700.00	301
	Recreation Swim	180	\$ 175.00	60
Totals			\$ 8,965.00	5630

Annual Membership Sales at the Aquatics Center			\$	Memberships sold
Wiseburn Rec IDs	Adult ID		\$ 120.00	9
Wiseburn Rec IDs	Senior ID		\$ 50.00	10
Wiseburn Rec IDs	Youth ID		\$ 80.00	8
Wiseburn Rec IDs	Infant ID		\$ 5.00	1
Totals			\$ 255.00	28

El Segundo Rec IDs	Adult ID		\$ 330.00	25
El Segundo Rec IDs	Senior ID		\$ 85.00	17
El Segundo Rec IDs	Youth ID		\$ 40.00	5
El Segundo Rec IDs	Infant ID		\$ -	2
Totals			\$ 455.00	49

Membership Sales				Passes Purchased to use towards Lane Rentals
El Segundo Resident Punch Passes				
	10 Punch Pass		\$ 274.00	7
	20 Punch Pass		\$ 132.00	2
	30 Punch Pass		\$ 902.00	10
El Segundo Resident Membership Passes				
	Annual		\$ 1,200.00	4
Wiseburn Resident Punch Passes				
	10 Punch Pass		\$ -	0
	20 Punch Pass		\$ -	0
	30 Punch Pass		\$ 169.00	2
Wiseburn Resident Membership Passes				
	Annual		\$ 300.00	1
Non-Resident Punch Passes				
	10 Punch Pass		\$ 742.00	13
	20 Punch Pass		\$ 1,054.00	12
	30 Punch Pass		\$ 2,733.00	21
Non-Resident Membership Passes				
	Annual		\$ 3,400.00	6
Totals			\$ 10,906.00	78

Aquatics Center Permit Groups		Lane Hours	\$	Estimated Participants (4 to 5 per lane)
	Alpha	779.00	\$ 14,022.00	3116
	Beach Cities	480.00	\$ 8,280.00	1920
	SCAQ	353.50	\$ 6,363.00	1414
	South Bay United	374.00	\$ 3,665.20	748
	Tower 26	173.00	\$ 3,114.00	519
	Trojan	360.00	\$ 3,528.00	720
	Coastal	90.00	\$ 882.00	180
Totals		2609.50	\$ 39,854.20	8617.00

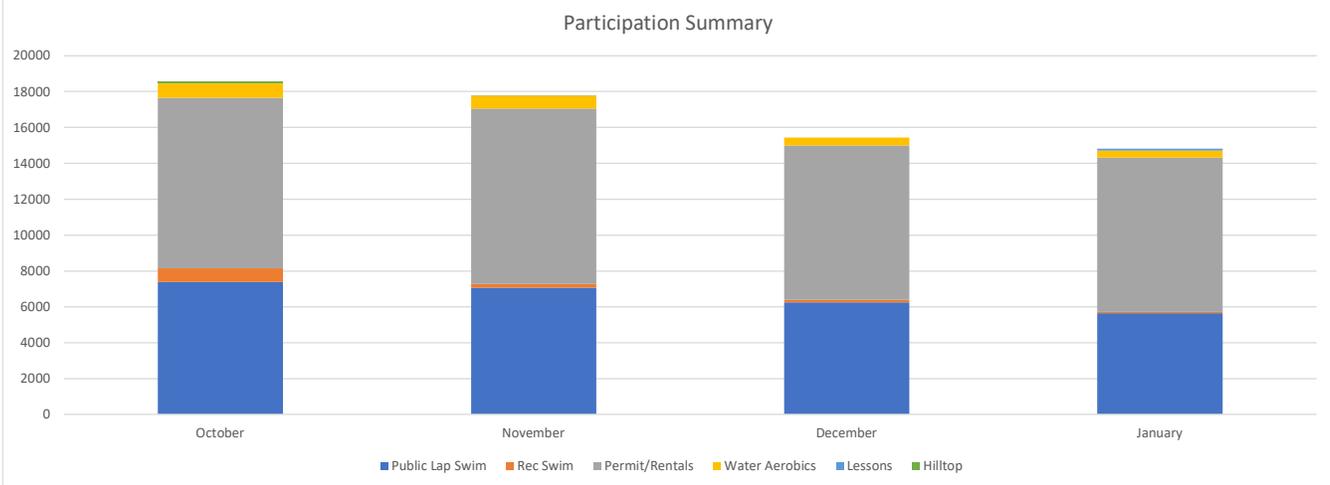
Events + Special Programming			\$	Number of Participants
Totals			\$ -	0

Total Revenue		Estimated Amount of Visitors in January	
TOTAL \$ 75,623.70		14903.00	

AQUATICS CENTER October-January Summary

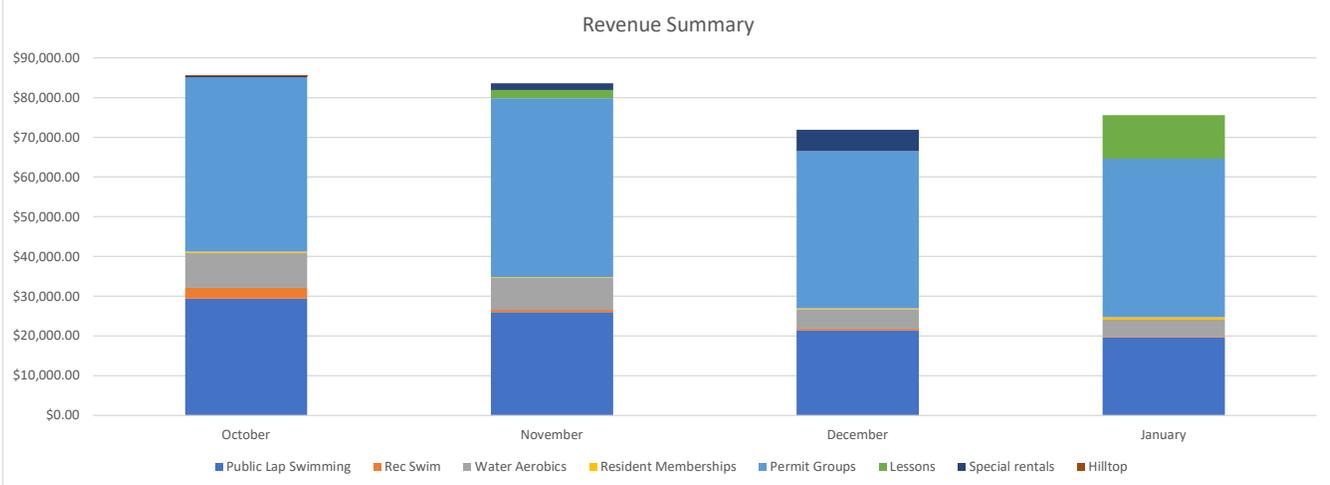
Monthly Statistics	October		November		December		January	
	Revenue	Participation	Revenue	Participation	Revenue	Participation	Revenue	Participation
Water Aerobics	\$ 8,830.00	799	\$ 8,074.00	733	\$ 4,884.00	448	\$ 4,188.00	374
Lesson Programming	\$ -	0	\$ 2,052.00	5	\$ -	0	\$ 11,000.50	127
Lap Swimming	\$ 29,410.00	7391	\$ 26,036.00	7065	\$ 21,484.00	6253	\$ 19,696.00	5648
Family/Rec Swim	\$ 2,671.00	753	\$ 550.00	206	\$ 393.00	142	\$ 175.00	60
Annual Membership Sales	\$ 360.00	29	\$ 215.00	21	\$ 235.00	30	\$ 710.00	77
Rentals/Permit Groups	\$ 43,749.40	9502	\$ 44,983.40	9781	\$ 39,538.80	8599	\$ 39,854.20	8617
Special Events/Rentals	\$ 440.00	268	\$ 1,705.00	200	\$ 5,350.00	30	\$ -	0
Hilltop	\$ 114.00	88	\$ -	0	\$ -	0	\$ -	0
	\$85,460.40	18,742	\$83,615.40	17,811	\$66,534.80	15,472	\$75,623.70	14,903

Participation Summary



Total Participation October-January 66,928

Revenue Summary



Total Revenue October-January \$311,234.30