



RECREATION, PARKS, and LIBRARY DEPARTMENT

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

Council Items

February 18, 2025:

Insurance Requirements for RPL Contractors and Vendors

City Council agreed to waive the City's commercial auto insurance requirement for qualifying Recreation, Park, and Library Department contractors and vendors with "low risk" scopes of work that have a contract not to exceed \$15,000. Authority to determine eligibility of waiver will be determined by the City Manager or designee, in consultation with Risk Management and the City Attorney. Staff was directed to ensure that the strongest comprehensive indemnification, release, waiver, defense, and hold harmless language is in the agreements for contractors and vendors that qualify for the commercial auto insurance waiver.

Arena High School Instruction

City Council approved the request from El Segundo Unified School District to temporarily use City facilities for Arena High School instruction from March 1, 2025 through June 12, 2025, and August 22, 2025, through March 1, 2026. Arena High School will be occupying Camp Eucalyptus located at 641 California St. El Segundo, CA 90245.

Update on Urho Saari Swim Stadium/Plunge Renovation Project

City Engineer, Cheryl Ebert, brought an amendment to Council for the architectural agreement with Arcadis for the Plunge renovation project. Due to unforeseen existing conditions of the foundations and utilities the original professional services agreement with Arcadis for engineering and architectural design support services was not sufficient. Council approved a \$104,000 increase to the agreement for additional services and authorized a \$50,000 contingency. City Council also approved an amendment to the Facility Use Agreement between the El Segundo Unified School District and the City of El Segundo to expedite the district's \$1,000,000 contribution toward the renovation.

March 4, 2025:

Gundo Comedy and BBQ Fest Alcohol Waiver

At the meeting of March 4, 2025, the City Council approved the request to waive City Municipal Code 10-1-4(C) to allow alcohol at Library Park for the Gundo Comedy and BBQ Fest event on Sunday, June 8, 2025.

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:

No updates.

Arts & Culture

Staffing

The City's Cultural Arts Coordinator submitted his resignation on December 19, 2024. The recruitment for the position will open at a later date.

Fields, Facilities, and Courts

Attachment A – Checkout Reservation Report – February 2025

Social Media

Attachment B- Social Media Analytics – February 2025

Adult Sports

Adult 7v7 Soccer League

- The Winter 2025 adult soccer league began on Friday, January 17th and concludes on March 14th, with playoffs beginning on March 21st.
- 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 Leagues

- The Winter 2025 adult pickleball leagues began on Monday, January 20th and will run through March, with playoffs in early April due to rain-out days.
- 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

- The El Segundo Youth Basketball concluded on Saturday, February 8th.
- The league had a total of 28 teams and 286 participants.
 - 240 Residents
 - 110 Non-Resident
- The total revenue from registration is \$31,475.00
- The 5th-8th grade groups participated in league playoffs and the annual 3-point competition on February 15th. The finalists from each age group played at the UCLA Training Center for the Championship on February 20th and February 22nd.

Teen Center

In February, the Teen Center remained fully staffed and open for drop-in use six days a week, totaling 23 operational days. Over the month, the center hosted 1,432 visits from teens. To boost engagement and encourage attendance, the Teen Center started “Thrilling Thursday” events to include crafts, challenges, and trivia each Thursday. The average hourly attendance was approximately 14 teens per hour.

Gordon Clubhouse

The Clubhouse and its various rooms were reserved/activated a total of 219 times totaling, 302 hours in February for recreation activities, youth drama program, camps, Co-op, Family Wellness Studio, meetings, and rentals.

Contract Classes	Number of Participants
Gymnastics Ninja Gym	18
Gymnastics Academy	32
Gymnastics Sand Cruisers	2
Gymnastics Big & Little	10
Gymnastics Intro to Sand Cruisers	5
Gymnastics without Limits	0
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	Cancelled
Art Lab – Fridays	Cancelled
Preschool Cooking Tyme	7
Kid Cake Design	5
Storytelling	10
Spanish Parent and Me – Tuesday	5
Spanish Parent and Me – Saturday	3
Welcome Spanish for Adults	6
Music with Miss Pam – Friday	4

Music with Miss Pam – Saturday	11
Learn to Draw Faces	Cancelled

El Segundo Youth Drama

- Performance – Winter Variety Show
- Rehearsals: Mondays, Wednesdays, Fridays (1/13-3/13)
- Participants:
 - 14 Residents/9 Non-Residents (Junior)
 - 7 Residents/9 Non-Residents (Senior)
- Tech Week: 3/8-3/13
- Shows: 3/14-3/16, 3/21-3/23

Joslyn Center

Facility Rentals

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

- 19 External Reservations – 23 hours - \$616.00
- 53 Internal Reservations – 109 Hours

Dial-A-Ride

- Concierge Rides – 434
- Lyft Pass Rides – 235

Meals Outreach

- Meals Delivered – 495
- In Home Service Hours – 32

Repairs and Maintenance

The Joslyn library and TV room received new furniture including tables, chairs, display cases, and lounge chairs. Additionally, a free a coffee station is now available daily at the Joslyn Center for Seniors to enjoy.

Contract class registration for February 2025 is shown below. 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
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	Participants
Pinochle	20
Canasta	24
Bridge	22
General Meetings/Luncheon	35
Board Meeting	5
Sit-N-Knit	25
Thursday Movies	7
Chess Club	16

Day Trippers

The Day Trippers visited the Descanso Gardens on Saturday, February 15. The group of 12 were able to view the 150-acre botanical garden which features ponds, streams, a living museum, and ancient forest. After unwinding in the urban oasis, the group enjoyed a delicious meal at the café before heading back to town. The next trip will be to the Huntington Library & Botanical Gardens on Saturday, March 15.

Farmers' Market

Feb 20, 2025

- Prepackaged Vendors: 13
- Produce Vendors: 5
- Craft Vendors: 3

Total Vendors: 21

Total Revenue: \$911.14

Weekly Craft: Valentine Cookie Style Magnet

Community Booth – None

Feb 27, 2025

- Prepackaged Vendors: 14
- Produce Vendors: 5
- Craft Vendors: 3

Total Vendors: 22

Total Revenue: \$1067.10

Weekly Craft: Cupid Sunglasses

Community Booth – None

No Farmers Market on 2-7-25 due to inclement weather

No Farmers Market on 2-14-25 due to inclement weather

Parks

Park Inspections

Attachment C: Park Inspection Matrix – February 2025

Parks, Projects, Improvements

- Routine maintenance continues throughout the parks
- Completed trash can replacement at Rec Park
- Ballfield prep for seasons
- Initiated Clutters Park Improvements including: railings painted, installation of new trash receptacles and benches

Trees

- Canary Pine Tree at Library Park removed due to diseases and decay

Aquatics

Programming

City led programs served 6,191 participants, while user group rentals engaged an additional 8,325 participants.

Lesson programming continues serving 91 individuals. This generated \$7,881.37 in revenue.

We also ran a new program – Fit to Surf which served 32 individuals and generated \$2,826 in revenue.

Staffing

In February, 10 staff trainings were hosted, along with one senior lifeguard training. Lifeguard interviews have also been set up for March.

Attachment D – Aquatics Stats – February 2025

ATTACHMENTS

Attachment A: Checkout Reservation Report – February 2025

Attachment B: Social Media Analytics – February 2025

Attachment C: Park Inspection Matrix – February 2025

Attachment D: Aquatics Stats – February 2025

Facility Report Summary - February 2025

Racquet Sport Courts

Facility	Total Hours Reserved	Amount paid
Paddle Tennis	25 \$	310.00
Total	25 \$	310.00
Pickleball Court 1	308.3 \$	1,700.00
Pickleball Court 2	267.3 \$	1,430.00
Pickleball Court 3	309 \$	1,710.00
Pickleball Court 4	278.3 \$	1,520.00
Pickleball Court 5	287 \$	1,860.00
Pickleball Court 6	249 \$	1,770.00
Pickleball Court 7	291 \$	1,450.00
Pickleball Court 8	261 \$	1,460.00
Total	2250.9 \$	12,900.00
Tennis Court 1	167 \$	1,500.00
Tennis Court 2	200 \$	1,600.00
Tennis Court 3	190 \$	1,640.00
Tennis Court 4	154 \$	1,300.00
Tennis Court 5	160 \$	950.00
<i>ESUSD Total hours</i>	<i>189 \$</i>	<i>-</i>
Total	871 \$	6,990.00
Volleyball Court 1	20.3	
Volleyball Court 2	26.3	
Total	46.6 \$	-
Basketball Court	3	
Total	3 \$	-
Hockey Rink	118.3 \$	222.75
Total	118.3 \$	222.75

Field Reservations

Facility	Total Hours Reserved	Amount paid
George Brett Field		
AYSO	0 \$	-
ESLL	148 \$	-
Private Rentals	0 \$	-
City Internal Reservations	0 \$	-

Total	148 \$	-
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Stevenson Field

ESHS	84.5 \$	-
Babe Ruth	0 \$	-
Private Rentals	0 \$	-
City Internal Reservations	0 \$	-
Total	84.5 \$	-

Softball Field

ESHS	40 \$	-
ESGS	149 \$	-
Private Rentals	0 \$	-
City Internal Reservations	0 \$	-
Total	189 \$	-

Campus El Segundo(1/2 field)

AYSO	0 \$	-
ESLAX	0 \$	-
Private Rentals	17 \$	673.00
City Internal Reservations	16 \$	-
Total	33 \$	673.00

Campus El Segundo(full field)

ESHS	43 \$	-
AYSO	177.5 \$	-
ESLAX	72 \$	-
ESLL	0 \$	-
ES Football & Cheer	6 \$	-
Private Rentals	55.5 \$	5,661.00
City Internal Reservations	8 \$	-
Total	362 \$	5,661.00

Richmond Field

ESHS	50 \$	-
ESGS	138 \$	-
AYSO	0 \$	-
ESLL	0 \$	-
Private Rentals	0 \$	-
City Internal Reservations	0 \$	-
Total	188 \$	-

Center Street Bakalyar Field

ESHS	0 \$	-
ESGS	0 \$	-
AYSO	0 \$	-
ESLL	113 \$	-

Private Rentals	0 \$	-
City Internal Reservations	0 \$	-
Total	113 \$	-

Center Street Walton Field

ESHS	0 \$	-
ESGS	0 \$	-
AYSO	0 \$	-
ESLL	119 \$	-
Private Rentals	0 \$	-
City Internal Reservations	0 \$	-
Total	119 \$	-

Other Facility Reservations

Facility	Total Hours Reserved	Amount paid
Skate Circle	0 \$	-
Total	0 \$	-
Hilltop Park Picnic Areas	10.3 \$	182.00
Total	10.3 \$	182.00
Checkout Grass Area	23 \$	-
Total	23 \$	-
Bounce House (Total not Hours)	10 \$	460.00
Total	10 \$	460.00
Picnic Tables	35 \$	650.00
Total	35 \$	650.00
BBQ Area	12 \$	396.00
Total	12 \$	396.00
Fire Circle	8 \$	742.00
Total	8 \$	742.00
Lawn Bowling	0	-
Total	0 \$	-

Raytheon Facilities

Facility	Total Hours Reserved	Amount paid
Ball Field 1		
ESLL	48 \$	-

ESGS	0 \$	-
Total	48 \$	-

Ball Field 2

ESLL	12 \$	-
ESGS	32 \$	-
Total	44 \$	-

Raytheon Field

AYSO	0	
Private	15 \$	660.50
Total	15 \$	660.50



Update Notes

- *Brett Field closed through mid-February for annual maintenance
- *Stevenson Field closed through mid-February for annual maintenance
- *Softball Field closed through mid-February for annual maintenance
- *Spring sports seasons began in February: Baseball, softball, lacrosse, football and cheer, and spring so

RPL INSTAGRAM

	Previous Month	February
Followers end month	3,498	3,524
Number of posts	12	12

RPL FACEBOOK

	Previous Month	February
Followers end month	3,456	3,459
Number of posts	12	12

Park Inspection Matrix

Updated 3/13/2025

Acacia Park	Date	Staff	Area	Assesment	Plan of Action	Target Date
	3/4/2025	NM	Irrigation	Needs check	Schedule check	3/30/2025
	3/4/2025	NM	Doggy stations	Needs fill	Fill	3/15/2025
	3/4/2025	NM	Tables, fountains, trash cans	Need powerwashed	Powerwash	4/15/2025
Campus El Segundo	Date	Staff	Area	Assesment	Plan of Action	Target Date
			Perimeter	Mulch needed	Parkwood notified	
Candy Cane Park	Date	Staff	Area	Assesment	Plan of Action	Target Date
	3/4/2025	NM	Play surfacing	Cracked	Repair	12/31/2025
	3/4/2025	NM	Irrigation	Needs checked	Schedule check	3/30/2025
	3/4/2025	NM	Garbage Can	Cracked	Replace	8/31/2025
Clutters Park	Date	Staff	Area	Assesment	Plan of Action	Target Date
Constitution Park	Date	Staff	Area	Assesment	Plan of Action	Target Date
	3/4/2025	TM	Park signage	In poor condition	Replacement	CIP
	3/4/2025	TM	Garbage cans	In poor condition	Replacement	4/15/2025
	3/4/2025	TM	Fencing	In poor condition	Replacement	CIP
Dog Park	Date	Staff	Area	Assesment	Plan of Action	Target Date
	3/4/2025	CH	Fencing	In poor condition	Replace fencing	CIP
	3/4/2025	CH	Slope	In poor condition	Slope repair	12/21/2025
	3/4/2025	CH	All areas	Grading of surfaces	Unknown	CIP
Freedom Park	Date	Staff	Area	Assesment	Plan of Action	Target Date
	3/4/2025	TM	Walkways	In poor condition	Replace DG & borders	CIP
	3/4/2025	TM	Benches	In poor condition	Repaint	8/31/2025
	3/4/2025	TM	Open Grass	In poor condition	Renovate	12/31/2025
	3/4/2025	TM	Garbage cans	In poor condition	Replace	8/31/2025
	3/4/2025	TM	Ground cover	In poor condition	Replace	12/31/2025
Hilltop Park	Date	Staff	Area	Assesment	Plan of Action	Target Date
	3/4/2025	CH	Garbage Cans	Need additional can	Add additional can	4/15/2025

Holly Valley Park	Date	Staff	Area	Assesment	Plan of Action	Target Date
Independence Park	3/4/2025	TM	Walkways	In poor condition	Replace DG & borders	CIP
	3/4/2025	TM	Park signage	In poor condition	Replace	CIP
	3/4/2025	TM	Open grass	In poor condition	Renovate	12/31/2025
	3/4/2025	TM	Garbage cans	In poor condition	Replace	8/31/2025
	3/4/2025	TM	Fencing	In poor condition	Replace	CIP
	3/4/2025	TM	Benches	In poor condition	Repaint	8/31/2025
Library Park	Date	Staff	Area	Assesment	Plan of Action	Target Date
Medians	3/4/2025	CH	Douglas median	Litter, trimming, weeds, turf	Parkwood notified	4/30/2025
	3/4/2025	CH	Maple median	Mulch, irrigation check	Parkwood notified	4/30/2025
	3/4/2025	SH	Fencing	In poor condition	Replacement	CIP
Recreation Park	Date	Staff	Area	Assesment	Plan of Action	Target Date
Sycamore Park	3/4/2025	CH	Play area	Horse Spring removed	Replacement	6/15/2025
	3/4/2025	CH	Play surfacing	Holes	Patching	5/15/2025
	3/4/2025	CH	Picnic tables	In poor condition	Replacement	7/30/2025
Washington	Date	Staff	Area	Assesment	Plan of Action	Target Date
Washington	3/4/2025	TM	Walkways	In poor condition	Replace DG and borders	CIP
	3/4/2025	TM	Picnic tables	Paint in poor condition	Repaint	6/30/2025
	3/4/2025	TM	Trash cans	In poor condition	Replacement	6/30/2025
	3/4/2025	TM	Fencing	In poor condition	Replacement	CIP



Total AC
Lane
hours:
9072

February 2025 Report

Aquatics Center Instructional Programming		Lane Hours	\$	Number of Participants
Contract Classes				
	Naomi's Hiit Water Aerobics	296	\$ 4,712.00	424
	Saul Gonzalez - Swim With Me		\$ -	0
	Fit to Surf - Naomi Matanick	32	\$ 2,826.00	21
Swim Lessons				
	Group	128	\$ 3,216.00	50
	Semi-Private and Private	48	\$ 1,839.37	20
Totals			\$ 12,593.37	515

Aquatics Center Public Drop In Programming			\$	Number of Customer Lane Reservations
Public Swim				
	Reservations	4676	\$ 8,554.00	5258
	Lap Swim Drop in	428	\$ 592.00	230
	Recreation Swim	148	\$ 559.00	188
Totals			\$ 9,705.00	5676

Annual Membership Sales at the Aquatics Center			\$	Memberships sold
Wiseburn Rec IDs	Adult ID		\$ 165.00	11
Wiseburn Rec IDs	Senior ID		\$ 15.00	3
Wiseburn Rec IDs	Youth ID		\$ 20.00	2
Wiseburn Rec IDs	Infant ID		\$ -	0
Totals			\$ 200.00	16

El Segundo Rec IDs	Adult ID		\$ 270.00	20
El Segundo Rec IDs	Senior ID		\$ 40.00	8
El Segundo Rec IDs	Youth ID		\$ 90.00	9
El Segundo Rec IDs	Infant ID		\$ 5.00	1
Totals			\$ 405.00	38

Membership Sales			\$	Passes Purchased to use towards Lane Rentals
El Segundo Resident Punch Passes				
	10 Punch Pass		\$ 71.00	2
	20 Punch Pass		\$ 100.00	2
	30 Punch Pass		\$ 790.00	8
El Segundo Resident Membership Passes				
	Annual		-	0
Wiseburn Resident Punch Passes				
	10 Punch Pass		\$ 88.00	2
	20 Punch Pass		\$ -	0
	30 Punch Pass		\$ 281.00	4
Wiseburn Resident Membership Passes				
	Annual		\$ 800.00	2
Non-Resident Punch Passes				
	10 Punch Pass		\$ 674.00	13
	20 Punch Pass		\$ 995.00	10
	30 Punch Pass		\$ 3,952.00	30
Non-Resident Membership Passes				
	Annual		\$ 1,200.00	2
Totals			\$ 8,951.00	75

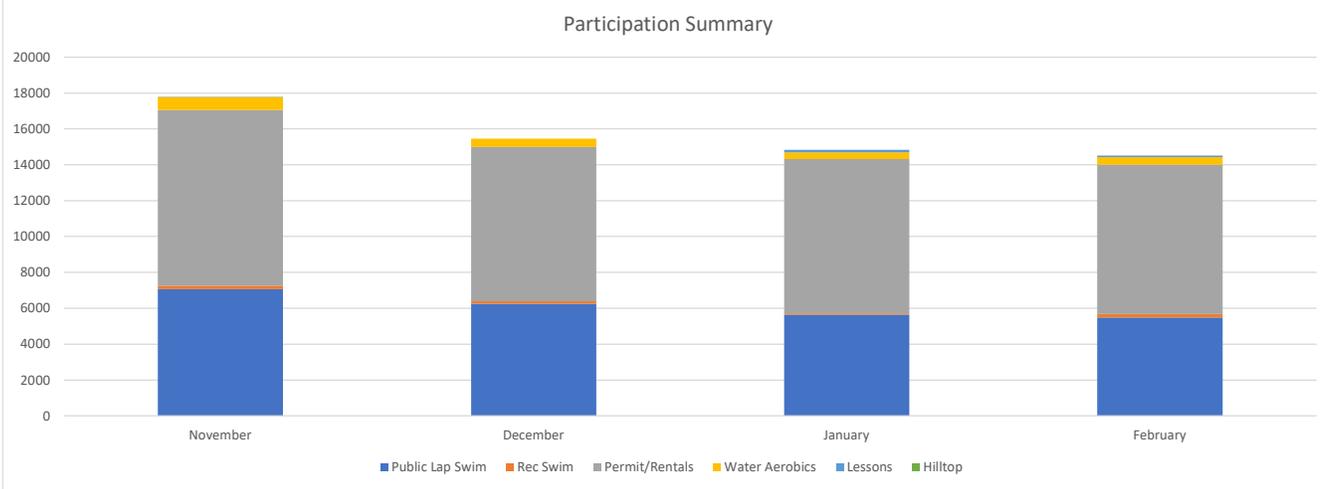
Aquatics Center Permit Groups		Lane Hours	\$	Estimated Participants (4 to 5 per lane)
Alpha		660.00	\$ 11,880.00	2640
Beach Cities		484.00	\$ 8,328.00	1936
SCAQ		387.00	\$ 6,966.00	1548
South Bay United		336.00	\$ 3,292.80	672
Tower 26		203.00	\$ 3,654.00	609
Trojan		340.00	\$ 3,185.00	680
Coastal		120.00	\$ 1,176.00	240
Totals		2530.00	\$ 38,481.80	8325.00

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

Total Revenue		Estimated Amount of Visitors in February	
TOTAL \$ 70,336.17		14645.00	

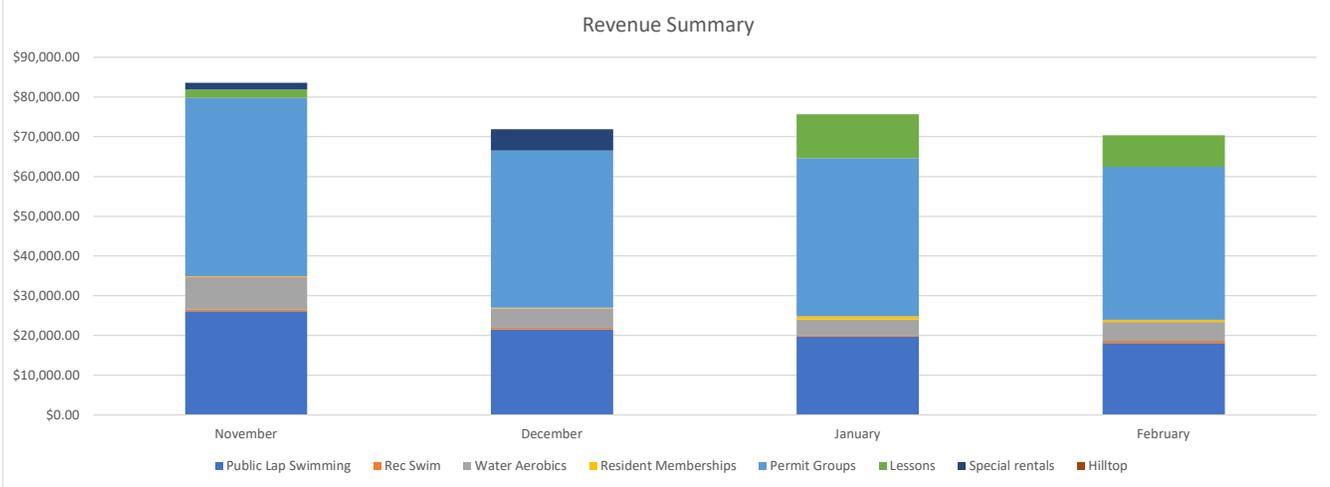
Monthly Statistics	November		December		January		February	
	Revenue	Participation	Revenue	Participation	Revenue	Participation	Revenue	Participation
Water Aerobics	\$ 8,074.00	733	\$ 4,884.00	448	\$ 4,188.00	374	\$ 4,712.00	424
Lesson Programming	\$ 2,052.00	5	\$ -	0	\$ 11,000.50	127	\$ 7,881.37	91
Lap Swimming	\$ 26,036.00	7065	\$ 21,484.00	6253	\$ 19,696.00	5648	\$ 18,097.00	5488
Family/Rec Swim	\$ 550.00	206	\$ 393.00	142	\$ 175.00	60	\$ 559.00	188
Annual Membership Sales	\$ 215.00	21	\$ 235.00	30	\$ 710.00	77	\$ 605.00	54
Rentals/Permit Groups	\$ 44,983.40	9781	\$ 39,538.80	8599	\$ 39,854.20	8617	\$ 38,481.80	8325
Special Events/Rentals	\$ 1,705.00	200	\$ 5,350.00	30	\$ -	0	\$ -	0
TOTAL	\$83,615.40	18,011	\$71,884.80	15,472	\$75,623.70	14,903	\$70,336.17	14,570

Participation Summary



Total Participation November-February 62,956

Revenue Summary



Total Revenue November-February \$301,460.07