



**AGENDA
CITY OF EL SEGUNDO
RECREATION AND PARKS COMMISSION
6:00 PM
CITY COUNCIL CHAMBER
350 MAIN STREET
EL SEGUNDO, CA 90245
JUNE 18, 2025**

MEMBERS OF RECREATION AND PARKS COMMISSION

Bob Motta, Chairperson
Kelly Watson, Vice-Chairperson
Marc Cavagnolo, Commissioner
Dave Lubs, Commissioner
Julie Stolnack, Commissioner

The Recreation and Parks Commission, with certain statutory exceptions, can only take action upon properly posted and listed agenda items. Any writings or documents given to a majority of the Recreation and Parks Commission, regarding any matter on this agenda, that the City received after issuing the agenda packet are available for public inspection at the Checkout Building in Recreation Park, during normal business hours. Such documents may be posted on the City's website at www.elsegundo.org and additional copies will be available at the meeting.

Unless otherwise noted in the agenda, the public can only comment on city-related business that is within the jurisdiction of the Recreation and Parks Commission and/or items listed on the agenda during the Public Communications portion of the Meeting. The time limit for comments is five (5) minutes per person. Before speaking to the Recreation and Parks Commission, please state: your name, residence, and organization/group you represent, if desired. Please respect the time limits.

REASONABLE ACCOMMODATIONS: In compliance with the Americans with Disabilities Act and Government Code Section 54953(g), the City Council has adopted a reasonable accommodation policy to swiftly resolve accommodation requests. The policy can also be found on the City's website at <https://www.elsegundo.org/government/departments/city-clerk>. Please contact the City Clerk's Office at (310) 524-2308 to make an accommodation request or to obtain a copy of the policy.

CALL TO ORDER/ROLL CALL

PLEDGE OF ALLEGIANCE

PUBLIC COMMUNICATION – (Related to City Business Only – 5-minute limit per person, 30-minute limit total) *Individuals who have received value of \$50 or more to communicate to the **Recreation and Parks Commission** on behalf of another, and employees speaking on behalf of their employer, must so identify themselves prior to addressing the **Recreation and Parks Commission**. Failure to do so shall be a misdemeanor and punishable by a fine of \$250. While all comments are welcome, the Brown Act does not allow action on any item not on the agenda.*

A. CONSENT

1. **Regular Meeting Minutes from May 21, 2025**

Recommendation -

1. Approve the Recreation and Park Regular Meeting Minutes from May 21, 2025.
2. Alternatively, discuss and take other action related to this item.

B. NEW BUSINESS

2. **Employee Spotlight: Kayla and Leah Sandoval**

Recommendation –

1. Receive and file the employee spotlight for Kayla and Leah Sandoval.
2. Alternatively, discuss and take other action related to this item.

3. **Tree Removal Request at 429 Richmond**

Recommendation –

1. Approve the Tree Removal Request at 429 Richmond.
2. Alternatively, discuss and take other action related to this item.

4. **Quarterly Participation Report**

Recommendation –

1. Receive and file the Quarterly Participation Report.
2. Alternatively, discuss and take other action related to this item.

5. **Summer Meeting Dates**

Recommendation –

1. Discuss and select Summer Meeting Dates.
2. Alternatively, discuss and take other action related to this item.

C. UNFINISHED BUSINESS

D. REPORTS - RECREATION, PARKS, AND LIBRARY DIRECTOR

E. REPORTS - RECREATION AND PARKS STAFF

F. REPORTS - COMMISSIONERS

Julie Stolnack

Dave Lubs

Marc Cavagnolo

Vice Chairperson Kelly Watson

Chairperson Bob Motta

ADJOURNMENT

POSTED:

DATE: June 13, 2025

TIME: 4:00 PM

BY: Viviann Gonzalez, Temporary Admin. Specialist

REGULAR MEETING MINUTES OF THE EL SEGUNDO RECREATION & PARKS
COMMISSION
WEDNESDAY, MAY 21, 2025

CALL TO ORDER – Chairperson Bob Motta called the meeting to order at 6:00 pm

ROLL CALL

Chairperson Motta	-	Present
Vice Chairperson Watson	-	Present
Commissioner Cavagnolo	-	Present
Commissioner Lubs	-	Present
Commissioner Stolnack	-	Present

PUBLIC COMMUNICATIONS – (Related to City Business Only – 5-minute limit per person, 30-minute limit total)

None

A. CONSENT CALENDAR:

1. MOTION by Vice Chairperson Watson, SECONDED by Commissioner Cavagnolo, approving Regular Commission meeting minutes of April 16, 2025, MOTION PASSED. 5/0

B. NEW BUSINESS

2. Employee Spotlight: Adriana Muro

Senior Librarian Julie Todd spoke about Senior Library Assistant Adriana Muro's achievements. Director of Recreation, Parks, and Library Aly Mancini commended Adriana Muro for her hard work and dedication. Adriana Muro provided comments and thanked staff and the Commission for the recognition.

3. Quarterly Participation Report

Item was unable to be discussed due to lack of time; will be added to the agenda for next month's meeting.

4. Update on Tree at Library Park

Parks Superintendent Christopher Hentzen provided an update on the tree replacement at Library Park. He reported that the Big Leaf Maple Tree, selected as the replacement tree during last month's meeting, has proven difficult to find. Efforts to locate the tree included contacting the supplier used for Polliwog Park as well as reaching out to native plant nurseries in both Los Angeles and Orange Counties. Chairperson Motta inquired about the next steps to resolve this inconvenience. Vice Chairperson Watson suggested that

the limited availability might be due to the late planting season for native species. Commissioner Stolnack asked whether Polliwog Park had the same issue of the tree being backordered or if it was readily available. Commissioner Cavagnolo questioned why the tree is unavailable and whether the search radius had been expanded. Commissioner Lubs asked if the Norfolk Island Pine Tree was the species originally planted at the site. Parks Superintendent Hentzen provided additional information. Director Mancini recommended proceeding with staff's recommendation, Norfolk Island Pine Tree.

MOTION by Chairperson Motta SECONDED by Commissioner Lubs, approving staff's tree recommendation, the Norfolk Island Pine Tree, to be the replacement tree at Library Park, MOTION PASSED. 3/2

5. Approval of the Revised Athletic Field/Facility Use and Allocation Policy

Recreation Manager Linnea Palmer presented the Revised Athletic Field/Facility Use and Allocation Policy. Commissioner Cavagnolo inquired about how the "primary season" is defined and how organizations are prioritized between seasons. Commissioner Lubs asked whether the goals for the working group aligned with the concerns that had led the City Council to delay the policy. Recreation Manager Palmer provided additional information.

Commissioner Lubs expressed his support for the revised policy and thanked the Field Allocation Working Group for their efforts. Commissioner Cavagnolo also acknowledged the hard work involved and extended his appreciation to the team. Chairperson Motta and Director Mancini both thanked the team for their dedication, with Director Mancini noting the significant time invested and expressing appreciation that key issues are now clearly addressed in writing.

MOTION by Commissioner Lubs SECONDED by Vice Chairperson Watson, approving the Revised Athletic Field/Facility Use and Allocation Policy, MOTION PASSED. 5/0

6. Joslyn Center Update

Recreation Supervisor Ryan Delgado presented the Joslyn Center Update. Vice Chairperson Watson inquired about the Meals on Wheels program. Commissioner Stolnack asked questions regarding the Daytrippers program, Striders Walking Group, game days, and the Dial-A-Ride program. Commissioner Cavagnolo asked if any programs have been discontinued. Recreation Supervisor Delgado provided additional information.

Director Mancini commended Recreation Supervisor Delgado for his dedication and collaborative spirit. Chairperson Motta shared that he attended ElderFest, expressed his pride in being honored as the El Segundo Older American, and noted that attendees spoke highly of Recreation Supervisor Delgado and his contributions.

7. Recreation, Parks, and Library Strategic Plan Summary

Director Mancini presented the Recreation, Parks, and Library Strategic Plan Summary. Commissioner Cavagnolo asked about the timeline for achieving the outlined goals. Director Mancini provided additional information.

8. Appointment of Commissioner to Special Events Ad Hoc Committee

Director Mancini spoke about the Special Events Ad Hoc Committee and the appointment of a commissioner to serve on it.

MOTION by Chairperson Motta SECONDED by Commissioner Stolnack, approving Vice Chairperson Watson as Primary and Commissioner Cavagnolo as Alternate for the Special Events Ad Hoc Committee, MOTION PASSED. 4/0

C. UNFINISHED BUSINESS

D. DIRECTOR'S REPORT

Director Mancini presented the Director's Report to the Commission, announcing that City Council had approved Camp Cowabunga. Chairperson Motta asked questions regarding the Park Matrix. Director Mancini and Park Superintendent Hentzen provided additional information.

E. STAFF COMMENTS

None

F. COMMISSIONER COMMENTS

Commissioner Stolnack thanked Recreation Supervisor Delgado for the detailed Joslyn Center report and acknowledged the efforts of all staff involved in preparing various reports. She announced that she's happy to help with the park inspections.

Commissioner Cavagnolo provided an update on the Aquatics subcommittee and commented on the update on tree at Library Park. While he appreciated Parks Superintendent Hentzen's efforts, he expressed disappointment with the process and outcome. He emphasized that if a similar situation arises in the future, the process should be handled with greater care and transparency.

Vice Chairperson Watson echoed Commissioner Cavagnolo's concerns regarding the update on tree at Library Park. She shared her disappointment with the outcome and noted that insufficient information was shared with the Commission and the public. She stated that the community would likely be dissatisfied with the final decision.

Chairperson Motta reported that he toured the Plunge facility and expressed skepticism that the renovation work would be completed by the December 31st deadline, based on what he observed. He commended Recreation

Coordinator Bailey Myers for doing an excellent job as a tour guide during the visit.

Adjourned at 7:25 PM

Viviann Gonzalez

Viviann Gonzalez, Temporary Administrative Specialist



Employee Spotlight

2025 Recreation

**Kayla and Leah
Sandoval**

Senior Recreation
Leaders

Teen Center
Camps

Youth Basketball



TITLE:

Tree Removal Request at 429 Richmond

RECOMMENDATION:

1. Approve tree removal request at 429 Richmond.
2. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

Approximately \$2,000, there are budgeted funds to cover this expense.

BACKGROUND:

Property owner at the Bridge South Bay Foursquare Church has requested removal of the City tree located in the front of the church due to damage to the church patio and leaning light pole.

DISCUSSION:

The city tree is a large mature Camphor tree that has caused damage to the church patio along with City sidewalk and curb. In November 2024, staff replaced the sidewalk and curb. To accomplish this, tree roots were trimmed and cut along the back of sidewalk to maintain proper grades for the new walkway. These mitigation efforts will only be temporary with impact returning in the future. In addition, the tree roots have caused a nearby street light pole to lean.

According to the City's Street Tree Policy (Attached), this tree would be eligible for removal under the following:

VIII. REMOVAL

1. When a request is made for removal of a parkway tree, consideration will be given to the aesthetic value of the tree to the neighborhood. If the tree is determined to be desirable, all other alternatives to removal will be employed, such as pruning and/or root pruning.

Tree Removal Request at 429 Richmond
June 18, 2025

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2. Trees that will be considered for removal include the following:
 - a. Trees that are dead, diseased, hazardous, conflict with adjacent buildings, trees causing sewer line or other property damage.

Letters have been sent out to adjacent neighbors regarding this tree removal request. No feedback has been received to date

CITY STRATEGIC PLAN COMPLIANCE:

Goal 1: Develop and maintain quality infrastructure and technology

PREPARED BY: Christopher Hentzen, Park Maintenance Superintendent

REVIEWED BY: Viviann Gonzalez, Senior Administrative Specialist

APPROVED BY: Aly Mancini, Director of Recreation, Parks, and Library

ATTACHED SUPPORTING DOCUMENTS:

Tree photos and Street Tree Policy





CITY OF EL SEGUNDO
RECREATION AND PARKS DEPARTMENT
STREET TREE POLICIES

I. UNDESIRABLE STREET TREES

The following is a list of trees that have been planted in parkways throughout the City of El Segundo over many years, which have proven to be undesirable for planting in narrow areas. These trees have caused severe damage to sidewalks, curbs, driveways and sewer lines.

The trees that have been declared undesirable include:

- 1. ALL FICUS TREES**
- 2. ALL LIQUIDAMBAR TREES**
- 3. ALL MAGNOLIA TREES**
- 4. ALL CAROB TREES**
- 5. ALL OLIVE TREES**

II. RECOMMENDED STREET TREES FOR PLANTING IN EL SEGUNDO

*See City of El Segundo Street Tree Master Plan

These street trees were chosen because they possess the following characteristics:

1. Can grow in a confined area without causing damage to sidewalks and driveways.
2. Pest and disease tolerant.
3. Low maintenance with regard to pruning.
4. Tolerant of El Segundo's climatic zone.
5. Aesthetic value.

III. REMOVAL AND REPLACEMENT OF STREET TREES

As a street tree is removed, a replacement tree must be planted in the same general location, unless conditions exist that would be detrimental to the tree's health. In this case, the Park Superintendent will decide on an appropriate location for the replacement tree within the parkway and adjacent to the property where the tree was removed.

APPEALS – Appeals of the decisions of the Director of Recreation and Parks and interpretations of the Tree Policy may be brought before the Recreation and Parks Commission for consideration, whose decisions regarding interpretations and requirements of the Tree Policy shall be final. (Ord. 1158)

IV. PROPERTY OWNERS REQUEST TO UPGRADE SIZE OF TREE NORMALLY PLANTED BY THE CITY.

The City normally plants a 24" box size tree. A property owner, at their request, can pay for a larger tree from the recommended street tree list. The property owner will pay the City of El Segundo the difference between the recommended 24" box size street tree and a larger size tree.

The City has the responsibility of pruning and trimming it. The property owner is responsible for watering the tree.

V. CHOICE OF TREE TO BE PLANTED

The property owner, if they desire, will be given a choice of trees that are approved for planting on their street, in accordance with the list of recommended street trees.

VI. PLANTING

1. Selection of type of tree as per recommended street tree list.
2. Street trees that are planted in parkways are planted and paid for by the City of El Segundo. The City assumes responsibility for the proper trimming and maintenance of all parkway trees. The property owners are responsible for watering trees planted in the City parkways adjacent to their property.
3. All trees planted in the City parkways will be a minimum 24" box.

VII. PRUNING

1. Emergency pruning (tree down, broken limbs, property damage, etc.) will have priority over all other pruning calls and will be taken care of as soon as possible.
2. Regular pruning and shaping will be scheduled for City street trees by the Park Superintendent.
3. Wherever possible, mature trees shall be trimmed to 13 feet 6 inches above the street and at least 10 feet 6 inches above the sidewalk.
4. Pruning shall include the removal of roots, not to exceed 25% of the total root mass, to correct damage to curbs, gutters, sidewalks and driveways.
5. Pruning requests for City street trees may be made by calling the Parks Division at (310) 524-2716.
6. The Parks Division is opposed to "topping", the practice of cutting back large diameter branches of a mature tree to stubs. It is stressful to mature trees, and may result in reduced vigor, decline, or even death of the tree. In addition, new branches that form below the cuts are weakly attached to the tree and are in danger of splitting out. Topped trees require constant maintenance to prevent this from happening and it is often impossible to restore the structure of the tree crown after topping.

VIII. REMOVAL

1. When a request is made for removal of a parkway tree, consideration will be given to the aesthetic value of the tree to the neighborhood. If the tree is determined to be desirable, all other alternatives to removal will be employed, such as pruning and/or root pruning.
2. Trees that will be considered for removal include the following:
 - a. Trees that are dead, diseased, hazardous, conflict with adjacent buildings, trees causing sewer line or other property damage.
 - b. Trees that hinder a new development or construction project. (Developers must request a tree be removed by filing a "Request for Tree Removal" at the City Planning/Building Safety Department.)

3. The Parks Division has responsibility for removing trees.
4. Removal requests may be made by calling the Parks Division at (310) 524-2716.



Recreation Quarter 3 & 4 Review

January-March 2025

April-June 2025

Marketing



Winter Brochure

December - March
44 pages
1,000 hard copied distributed
9,516 email recipients



Spring Brochure

April - May
44 pages
1,000 hard copied distributed
9,559 email recipients

Social Media (January – May)

187 new followers

3,662 Total Instagram

33 Instagram Posts

3,479 Total Facebook

33 Facebook Posts

Rec ID 2025 Renewals

1522 El Segundo Recreation IDs

99 Wiseburn IDs

Events



January-May Events 2025

Winter Storytime Bonfire,
January 10th

Community Clean Up Day at El Segundo Dog
Park, January 25th

Valentine's Day Tea-Rex Party, February 14th

Rhythm and Roots Performance, March 24th

Magic Show & Reptile Show, April 9th & 10th

Eggstravaganza & Camp Expo, April 19th

Hometown Fair & Carnival, May 3rd

Day of Play, May 17th

Youth Programming



Youth Drama: Winter Variety Show

39 participants

Performances 3/14-3/23

Juniors @ 2:00pm

Seniors @ 7:00pm

Tickets Sold 577



Junior Production: Finding Nemo Jr.

41 participants

Performances 6/6-6/8 – 4 performances

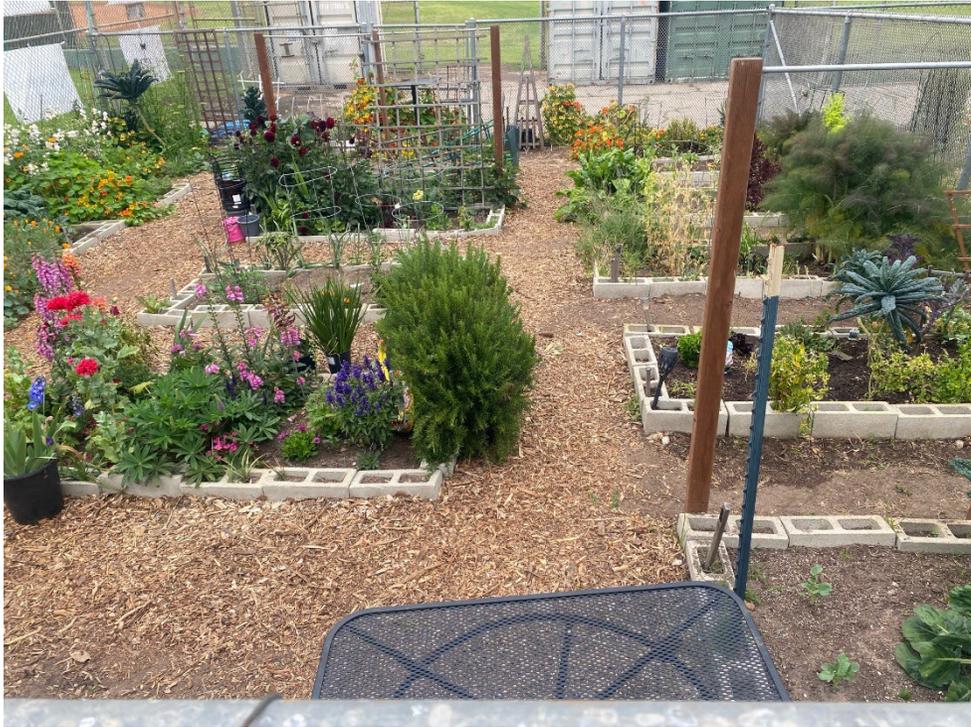
Tickets Sold 400 SOLD OUT

Spring Break Camps

Tiny Tot Camp – 21 Campers

Spring Break Camp – 12 Campers

Senior & Transportation Programs



Garden Plot Turnover
January/February 2025
22 plots, East Garden

Monthly Day Trippers:

- January 18th Griffith Observatory (Canceled-fires)
- February 15th Descanso Gardens (9 participants)
- March 15th Huntington Library & Botanical Gardens (11 participants)
- April 19th Peterson Automotive Museum (9 participants)
- May 24th Griffith Observatory (13 participants)
- Coming Soon... June 28th Norton Simon Museum (10 participants)

Senior & Transportation Programs



Elderfest Celebration- Flip the Script on Aging

Older American of the Year: Bob Motta

May 17, 2025 11am-1pm at the Joslyn Center

60-75 Attendees

Assistance from the National Charity League

Sports

Winter Adult Basketball League
January-March
6 Teams, 60 participants

Winter Pickleball League
January-April
115 teams, 1,380
participants

Winter 7v7 Soccer League
January-March
9 teams, 108 participants



Spring Adult Basketball League
April-June
16 Teams, 166 participants

Spring Pickleball League
April-June
111 teams, 1,332
participants

Winter 7v7 Soccer League
April-June
9 teams, 114 participants

Youth Basketball League Finalized

4 Divisions/286 Participants/28 teams (All time high)

2 All Star Teams competed in the SCMAF Tournament

7/8th Grade won Consolation Championship

Teens



January- Teen Center Open House

Served Raising Canes

Switch Tournament

February & March- Lego and Build

Spider-man/Marvel

March- March Madness Basketball Tournament Brackets with Prizes

March 30- 2025 Teen Center Snowboard Trip

35 Participants

April Gabit Tournament

40 participants

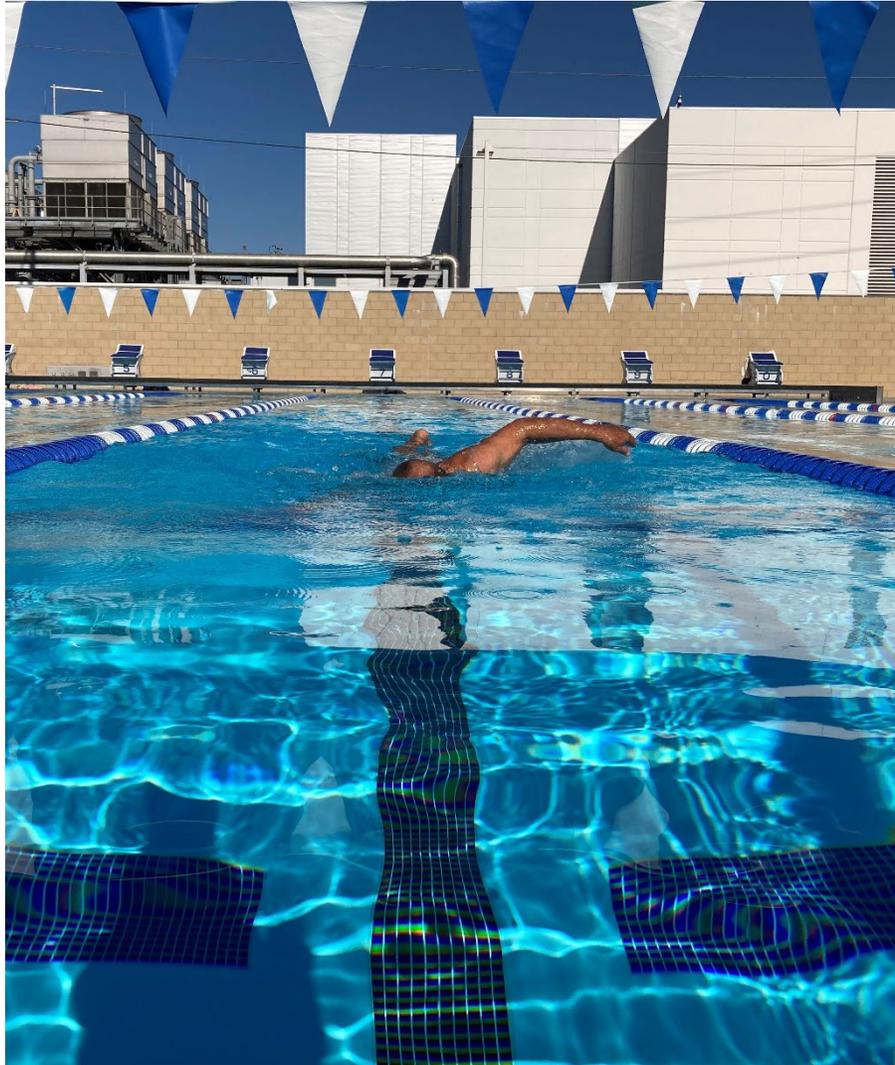
May- Lego and Build

Despicable Me 4

Summer Kick Off Party June 14th



Aquatics



New Contractor program February & March,
Hang-Ten Therapeutics! Offering Fit to Surf classes
Sunday mornings which served 32 individuals and
generated \$2,826 in revenue.

Adaptive surf lessons for participants to develop self-
autonomy, confidence, and joy as they connect to self
and with their peers.

In March, the Aquatics Center hosted LA County
Lifeguards for the Junior Lifeguard Tryout. This
rental brought in \$3,549 and served over 650
people.

Aquatics



The Underwater Eggstravaganza event features a floating egg hunt, inflatable obstacle course, a bounce house, craft station, music, and a large Rec Swim area. The event was a huge success with over 250 attendees enjoying all parts of the attractions.

Lifeguard Cert Class- Certified 28 New Red Cross Lifeguards

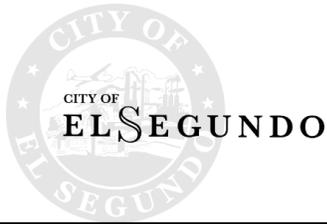
14 Group Lesson Classes

12 Private Lesson

35 semi-private lessons

Taught 140 participants
in Spring!





Recreation and Parks Commission Agenda Statement
Meeting Date: June 18, 2025
Agenda Heading: New Business

TITLE:

Summer Meeting Dates

RECOMMENDATION:

1. Discuss and select Summer meeting dates.
2. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

None

BACKGROUND:

In past years, the Recreation and Parks Commission has voted to determine whether to hold the regularly scheduled meetings over the summer months of July and August.

DISCUSSION:

Staff seeks direction from the Recreation and Parks Commission on potential summer meeting dates. The typical schedule would be:

July 16, 2025
August 20, 2025

CITY STRATEGIC PLAN COMPLIANCE:

PREPARED BY: Aly Mancini, Director of Recreation, Parks, and Library

REVIEWED BY: Aly Mancini, Director of Recreation, Parks, and Library

APPROVED BY: Aly Mancini, Director of Recreation, Parks, and Library



RECREATION, PARKS, and LIBRARY DEPARTMENT

DATE: June 18, 2025
TO: Recreation and Parks Commission
FROM: Aly Mancini, Director
SUBJECT: Department Report

Council Items

May 20, 2025:

Three-Year Contract with Brightview Landscape Services, Inc.

City Council authorized the City Manager to award a three-year contract to BrightView Landscape Services Inc. for \$575,484 per year to provide landscape maintenance services from June 1, 2025, through May 31, 2028.

Public Hearing Adoption of the Fiscal Year 2025-26 Master Fee Schedule

CFO, Paul Chung, presented proposed City fees including those of the Recreation, Parks, and Library Department. Most RPL department fees were increased by a 3.3% CPI (Consumer Price Index). Aquatics fees were not presented, as they will be presented to the City Council at a later date in conjunction with the Aquatics Business Plan being prepared by a third-party consultant.

Urho Saari Swim Stadium/Plunge Renovation Project Update

Elias Sassoon, Public Works Director, presented an update on the Plunge Renovation Project. Council provided direction to staff to replace the pool tiles with an estimated cost of \$700,000.

June 3, 2025:

Special Presentations

Aly Mancini, Recreation, Parks, and Library Director provided Council with information regarding our upcoming 2025 Summer Concert in the Park series at Library Park. Concerts begin Sunday, June 15th with a performance from Woodie & the Longboards.

CIP Updates

Recreation Park Renovation Project:

100% Design Development plans and the 50% Construction Document Package for the Teen Center and Teen Plaza have been received and are currently being reviewed by staff. A Geotechnical Investigation and a Percolation Report for the proposed ballfield renovations is currently being reviewed. MIG and Spohn Ranch will be attending an upcoming Park Renovation sub-committee meeting to update the committee on progress.

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 recruitment for the Cultural Arts Coordinator position has opened.

Public Art

The Arts and Culture Committee approved a public art installment at the site of a new development project, CaliSmash at 815 Nash.

Fields, Facilities, and Courts

Attachment A – Checkout Reservation Report – May 2025

Social Media

Attachment B- Social Media Analytics – May 2025

Adult Sports

Adult 7v7 Soccer League

- Spring 2025 adult soccer league began on April 25th. The regular season will play through June 27th.
- The league has a total of 9 teams and 114 participants.
 - 3 El Segundo Residents/Business Teams
 - 6 Non-Resident Teams
- The total revenue from registration is \$2,205.00

Adult League Basketball

- Spring 2025 adult basketball league regular season began on April 8th and concluded on May 26th. Playoffs will begin on June 3rd.
- The league has a total of 16 teams and 166 participants.
 - 8 El Segundo Resident/Business Teams
 - 8 Non-Resident Teams
- The total revenue from registration is \$3,880.00
- Spring 2025 registration began March 5th and is ongoing. It is currently looking to be a 16-team league which will be a new record for participation. Spring season will begin April 8th.

Adult Pickleball Leagues

- Spring 2025 adult pickleball leagues began on April 28th and will play through June 26th.
 - The spring league has a total of 111 teams and 1,332 participants.
 - 3 El Segundo Resident Teams
 - 108 Non-Resident Teams
 - The total spring league revenue from registration is \$37,650.00

Adult Softball League

- Summer 2025 adult softball league registration opened on May 13th and closed on June 5th. The season will begin June 16th.
 - The league has a total of 30 teams. This is the maximum capacity for this league, and one team more than last year.
 - Revenue and residency numbers for teams will be available in the next report once rosters are finalized.

Teen Center

In May, the Teen Center remained fully staffed and open for drop-in use six days a week, totaling 21 operational days. Over the month, the center saw an impressive 1,072 visits from teens. To boost engagement and encourage attendance, the Teen Center started “Thrilling Thursday” events to include crafts, challenges, and trivia each Thursday. Additional programming for May included a Watch and Build, where 10 teens built a Lego set and watched Despicable Me 4. The average hourly attendance in May was approximately 11 teens per hour.

Gordon Clubhouse

The Clubhouse and its various rooms were reserved/activated a total of 118 times totaling, 191 hours in April for recreation activities, youth drama program, camps, Co-op, Family Wellness Studio, meetings, and rentals.

Contract Classes	Number of Participants
Gymnastics Ninja Gym	1
Gymnastics Academy	13
Tiny Tumblers Gymnastics	2
Gymnastics Big & Little	1
Gymnastics Explorers	5
Zumba! – Mondays	8
Tutus and Taps	12
Ballet and Tap	4
Tapping for Fun and Exercise – Beginner	15
Zumba! – Wednesdays	4
Tapping for Fun and Exercise - Intermediate	4
Hippity Hop	3
Family Wellness May Afterschool Care	6
Preschool Cooking Tyme	0
Adult Cake Design	1
Basic Cooking for Kids	4
Basic Cooking for Teens	N/A
Adult Cooking Class	0
Preschool Cake Design	6
Kid Cake Design	6
Spanish Parent and Me – Tuesday	8
Music with Miss Pam – Friday	N/A
Music with Miss Pam – Saturday	11
Music with Miss Pam Sibling Add on - Friday	N/A

Music with Miss Pam Sibling Add on - Saturday	1
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El Segundo Youth Drama

- Performance – Finding Nemo Jr.
 - Rehearsals – Monday, Wednesdays, & Fridays (4/2-5/30)
 - Participants:
 - 18 Residents/22 Non-Residents (41 total)
 - Tech Week: 6/2-6/5
 - Shows: 6/6-6/8

Rentals

- Clubhouse Drop-in Room
 - May 3rd - \$59.50
 - May 10th - \$127.50
 - May 17th - \$127.50
 - May 31st - \$343.25

Joslyn Center

Facility Rentals

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

- 19 External Reservations – 21 hours - \$446.00
- 53 Internal Reservations – 94 Hours

Dial-A-Ride

- Concierge Rides – 618
- Lyft Pass Rides – 155

Meals Outreach

- Meals Delivered – 578
- In Home Service Hours – 32

The following is the breakdown of contract class registration for May 2025. 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	15
Intermediate Line Dancing	13
50 Minute Fitness	53
Pilates	28
Core Xpress	16
Senior Fit	30

Senior Programs	Number of Participants
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Pinochle	26
Canasta	24
Bridge	20
General Meetings/Luncheon	35
Board Meeting	6
Sit-N-Knit	24
Thursday Movies	4
Chess Club	17

Farmers' Market

May 8, 2025

- Prepackaged Vendors: 13
- Produce Vendors: 4
- Craft Vendors: 2

Total Vendors: 19

Total Revenue: \$1,255.00

May 15, 2025

- Prepackaged Vendors: 13
- Produce Vendors: 5
- Craft Vendors: 2

Total Vendors: 20

Total Revenue: \$1,216.00

May 22, 2025

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

Total Vendors: 19

Total Revenue: \$1,108.00

May 29, 2025

- Prepackaged Vendors: 13
- Produce Vendors: 5
- Craft Vendors: 2

Total Vendors: 20

Total Revenue: \$1,157.00

Parks

Park Inspections

Attachment C: Park Inspection Matrix – May 2025

Parks, Projects, Improvements

- Routine maintenance continues throughout the parks
- Landscape maintenance contractor Brightview started on June 1st
- Replaced trashcans at Freedom Park
- Vandalism repairs at several restrooms, Checkout, Little League, and Campus

- Dugout benches for Little League constructed, scheduled to be installed
- New landscaping at Clubhouse facility

Trees

- City tree crew trim requests, removals, and tree planting

Aquatics

Programming

City led programs served 8,999 participants, while user group rentals engaged an additional 9,930 participants.

Lesson programming continues serving 79 individuals. This generated \$3,269.50 in revenue.

Water aerobics served 640 individuals generating \$4,480 in revenue.

In May, South Bay United Water Polo hosted a tournament that brought in over 300 participants and \$3,605 in revenue.

Staffing

Onboarding of 12 new lifeguards was conducted in May. In addition, 8 trainings were hosted for staff with the focus being CPR, AED, and First Aid.

Attachment D – Aquatics Stats – May 2025

ATTACHMENTS

Attachment A: Checkout Reservation Report – May 2025

Attachment B: Social Media Analytics – May 2025

Attachment C: Park Inspection Matrix – May 2025

Attachment D: Aquatics Stats – May 2025

Facility Report Summary - May 2025

Racquet Sport Courts

Facility	Total Hours Reserved	Amount paid
Paddle Tennis	32 \$	340.00
Total	32 \$	340.00
Pickleball Court 1	359 \$	1,790.00
Pickleball Court 2	297 \$	1,620.00
Pickleball Court 3	366 \$	1,710.00
Pickleball Court 4	156.5 \$	1,700.00
Pickleball Court 5	348 \$	2,020.00
Pickleball Court 6	264 \$	1,480.00
Pickleball Court 7	335 \$	1,420.00
Pickleball Court 8	284 \$	1,460.00
Total	2409.5 \$	13,200.00
Tennis Court 1	182 \$	1,990.00
Tennis Court 2	208 \$	1,800.00
Tennis Court 3	186 \$	1,510.00
Tennis Court 4	156.5 \$	1,700.00
Tennis Court 5	174 \$	840.00
<i>ESUSD Total hours</i>	63 \$	-
Total	969.5 \$	7,840.00
Volleyball Court 1	39.5	
Volleyball Court 2	39.5	
Total	79 \$	-
Basketball Court		
Total	0 \$	-
Hockey Rink	65	
Total	65 \$	-

Field Reservations

Facility	Total Hours Reserved	Amount paid
George Brett Field		
AYSO	0 \$	-
ESLL	270 \$	-
Private Rentals	0 \$	-
City Internal Reservations	0 \$	-

Total	270	\$	-
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Stevenson Field

ESHS	63	\$	-
Babe Ruth	155.5	\$	-
Private Rentals	0	\$	-
City Internal Reservations	0	\$	-
Total	218.5	\$	-

Softball Field

ESHS	44	\$	-
ESGS	105.5	\$	-
Private Rentals	6	\$	196.00
City Internal Reservations	0	\$	-
Total	155.5	\$	196.00

Campus El Segundo(1/2 field)

AYSO	0	\$	-
ESLAX	0	\$	-
Private Rentals	35.5	\$	1,638.50
City Internal Reservations	16	\$	-
Total	51.5	\$	1,638.50

Campus El Segundo(full field)

ESHS	44	\$	-
AYSO	182	\$	-
ESLAX	126	\$	-
ESLL	0	\$	-
ES Football & Cheer	1.5	\$	-
Private Rentals	63.5	\$	5,954.75
City Internal Reservations	8	\$	-
Total	425	\$	5,954.75

Richmond Field

ESHS	55	\$	-
ESGS	90.5	\$	-
AYSO	0	\$	-
ESLL	0	\$	-
Private Rentals	3	\$	99.00
City Internal Reservations	0	\$	-
Total	148.5	\$	99.00

Center Street Bakalyar Field

ESHS	0	\$	-
ESGS	0	\$	-
AYSO	0	\$	-
ESLL	194	\$	-

Private Rentals	0 \$	-
City Internal Reservations	0 \$	-
Total	194 \$	-

Center Street Walton Field

ESHS	0 \$	-
ESGS	0 \$	-
AYSO	0 \$	-
ESLL	209 \$	-
Private Rentals	0 \$	-
City Internal Reservations	0 \$	-
Total	209 \$	-

Other Facility Reservations

Facility	Total Hours Reserved	Amount paid
Skate Circle	17.5 \$	-
Total	17.5 \$	-
Hilltop Park Picnic Areas	24 \$	866.00
Total	24 \$	866.00
Checkout Grass Area	30.5	
Total	30.5 \$	-
Bounce House (Total not Hours)	18 \$	786.50
Total	18 \$	786.50
Picnic Tables	118 \$	981.50
Total	118 \$	981.50
BBQ Area	28.5 \$	1,038.50
Total	28.5 \$	1,038.50
Fire Circle	50 \$	2,362.94
Total	50 \$	2,362.94
Lawn Bowling	6.45 \$	15.00
Total	6.45 \$	15.00

Raytheon Facilities

Facility	Total Hours Reserved	Amount paid
Ball Field 1		
ESLL	54 \$	-

ESGS	0 \$	-
Total	54 \$	-

Ball Field 2

ESLL	15 \$	-
ESGS	12 \$	-
Total	27 \$	-

Raytheon Field

AYSO	0	
Private	25.5 \$	777.75
Total	25.5 \$	777.75



Update Notes

*Pickleball court hours up and revenue down from previous month due to resuming pickleball league.

RPL INSTAGRAM

	Previous Month	May
Followers end month	3,612	3,662
Number of posts	12	9

RPL FACEBOOK

	Previous Month	May
Followers end month	3,470	3,472
Number of posts	12	9

Park Inspection Matrix

Updated

5/8/2025

Acacia Park	Date	Staff	Area	Assesment	Plan of Action	Target Date
	6/1/2025	NM	Planters	Weeds removed	Brightview	6/30/2025
	6/1/2025	NM	Tables, fountains, trash cans	Need powerwashed	Powerwash	6/30/2025
Campus El Segundo	Date	Staff	Area	Assesment	Plan of Action	Target Date
	6/1/2025	CH	Planters	Landscape install	Contractor quote	Jul-25
	6/1/2025	CH	Perimeter	Mulch needed	Brightwood	7/30/2025
Candy Cane Park	Date	Staff	Area	Assesment	Plan of Action	Target Date
	6/1/2025	NM	Play surfacing	Cracked	Repair	12/31/2025
	6/1/2025	NM	tables and benches		Powerwash	6/30/2025
	6/1/2025	NM	Garbage Can	Cracked	Replace	8/31/2025
Clutters Park	Date	Staff	Area	Assesment	Plan of Action	Target Date
	Jun-25	CH			Powerwash	6/30/2025
Constitution Park	Date	Staff	Area	Assesment	Plan of Action	Target Date
	6/1/2025	TM	Park signage	In poor condition	Replacement	7/30/2025
	6/1/2025	TM	Fencing	In poor condition	Replacement/repair	CIP
Dog Park	Date	Staff	Area	Assesment	Plan of Action	Target Date
	6/1/2025	JC	Fencing	In poor condition	Replace fencing	CIP
	6/1/2025	JC	Slope	In poor condition	Slope repair	CIP
	6/1/2025	JC	All areas	Grading of surfaces	Staff	7/30/2025
	6/1/2025	JC	All areas	weeds	Brightview	Jun-25
Freedom Park	Date	Staff	Area	Assesment	Plan of Action	Target Date
	6/1/2025	TM	Walkways	In poor condition	Replace DG & borders	CIP
	6/1/2025	TM	Benches	In poor condition	Repaint	8/31/2025
	6/1/2025	TM	Open Grass	In poor condition	Renovate	12/31/2025
Hilltop Park	Date	Staff	Area	Assesment	Plan of Action	Target Date
	6/1/2025	JC		Clean		

Holly Valley Park	Date	Staff	Area	Assesment	Plan of Action	Target Date
	6/1/2025	SH	All	Clean		
Independence Park	Date	Staff	Area	Assesment	Plan of Action	Target date
	6/1/2025	TM	Walkways	In poor condition	Replace DG & borders	CIP
	6/1/2025	TM	Park signage	In poor condition	Replace	7/30/2025
	6/1/2025	TM	Open grass	In poor condition	Renovate	12/31/2025
	6/1/2025	TM	Garbage cans	In poor condition	Replace	8/31/2025
	6/1/2025	TM	Fencing	In poor condition	Replace	CIP
	6/1/2025	TM	Benches	In poor condition	Repaint	8/31/2025
Library Park	Date	Staff	Area	Assesment	Plan of Action	Target Date
	6/1/2025	SH	All	Good	Replacement Tree TBD	Jul-25
Medians	Date	Staff	Area	Assesment	Plan of Action	Target Date
	6/1/2025	CH	Douglas median	Litter, trimming, weeds, turf	Brightwood notified	6/30/2025
	6/1/2025	CH	Maple median	Mulch, irrigation check	Brightwood notified	6/30/2025
	6/1/2025		PCH	Poor	CIP	
Recreation Park	Date	Staff	Area	Assesment	Plan of Action	Target Date
	6/1/2025	SH	Fencing/walls	In poor condition	Replacement	CIP
	6/1/2025	JC	Tennis court	Rusted	Repair	CIP
Sycamore Park	Date	Staff	Area	Assesment	Plan of Action	Target Date
	6/1/2025	CH		Clean		
Washington	Date	Staff	Area	Assesment	Plan of Action	Target Date
	6/1/2025	TM	Walkways	In poor condition	Replace DG and borders	CIP
	6/1/2025	TM	Picnic tables	Paint in poor condition	Repaint	6/30/2025
	6/1/2025	TM	Trash cans	In poor condition	Replacement	6/30/2025
	6/1/2025	TM	Fencing	In poor condition	Replacement	CIP



Total AC
Lane
hours:
6362

May 2025 Report

Aquatics Center Instructional Programming		Lane Hours	\$	Number of Participants
Contract Classes				
	Naomi's Hiit Water Aerobics	168	\$ 4,480.00	640
	Saul Gonzalez - Swim With Me		\$ -	
	Fit to Surf - Naomi Matanick		\$ -	
Swim Lessons				
	Group	48	\$ 1,674.50	55
	Semi-Private and Private	36	\$ 1,595.00	24
Totals			\$ 7,749.50	719

Aquatics Center Public Drop In Programming			\$	Number of Customer Lane Reservations
Public Swim				
	Reservations	5285	\$ 11,132.00	6694
	Lap Swim Drop in	505	\$ 1,421.00	437
	Recreation Swim	300	\$ 1,869.00	424
Totals			\$ 14,422.00	7555

Hilltop Pool Programming			\$	Number of Customer Lane Reservations
Public Swim				
	Resident rec swim	20	\$ -	172
	Non Resident Rec swim		\$ 371.00	67
	Hilltop Memebership		\$ -	0
Totals			\$ 371.00	239

Annual Membership Sales at the Aquatics Center			\$	Memberships sold
Wiseburn Rec IDs	Adult ID		\$ 360.00	24
Wiseburn Rec IDs	Senior ID		\$ 20.00	4
Wiseburn Rec IDs	Youth ID		\$ 180.00	16
Wiseburn Rec IDs	Infant ID		\$ 20.00	4
Totals			\$ 580.00	48

El Segundo Rec IDs	Adult ID		\$ 300.00	20
El Segundo Rec IDs	Senior ID		\$ 45.00	9
El Segundo Rec IDs	Youth ID		\$ 90.00	10
El Segundo Rec IDs	Infant ID		\$ 5.00	1
Totals			\$ 440.00	40

Membership Sales			\$	Passes Purchased to use towards Lane Rentals
El Segundo Resident Punch Passes				
	10 Punch Pass		\$ 477.00	12
	20 Punch Pass		\$ 214.00	3
	30 Punch Pass		\$ 620.00	11
El Segundo Resident Membership Passes				
	Annual		\$ 900.00	3
Wiseburn Resident Punch Passes				
	10 Punch Pass		\$ 142.00	4
	20 Punch Pass		\$ 246.00	3
	30 Punch Pass		\$ 1,066.00	17
Wiseburn Resident Membership Passes				
	Annual		\$ 600.00	2
Non-Resident Punch Passes				
	10 Punch Pass		\$ 1,145.00	21
	20 Punch Pass		\$ 442.00	5
	30 Punch Pass		\$ 1,942.00	14
Non-Resident Membership Passes				
	Annual		\$ 1,700.00	3
Totals			\$ 9,494.00	98

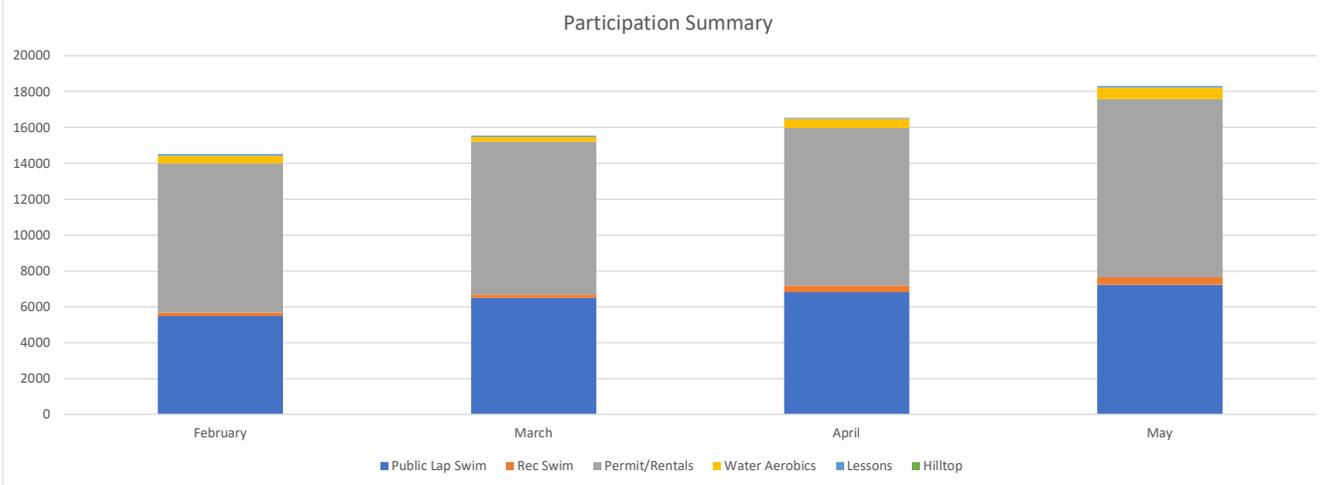
Aquatics Center Permit Groups		Lane Hours	\$	Estimated Participants (4 to 5 per lane)
Alpha		859.50	\$ 15,471.00	3438
Beach Cities		528.00	\$ 9,096.00	2112
SCAQ		417.00	\$ 7,506.00	1668
South Bay United		551.00	\$ 5,399.80	1102
Tower 26		200.25	\$ 3,604.50	600.75
Trojan		355.00	\$ 3,479.00	710
Coastal		150.00	\$ 1,470.00	300
Totals			\$ 46,026.30	9930.75

Events + Special Programming			\$	Number of Participants
South Bay United Tournament	5/18/25 Full Day Rental - Competition Pool		\$ 3,605.00	300
Totals			\$ 3,605.00	300

TOTAL		\$ 82,687.80	Estimated Amount of Visitors in May	18929.75
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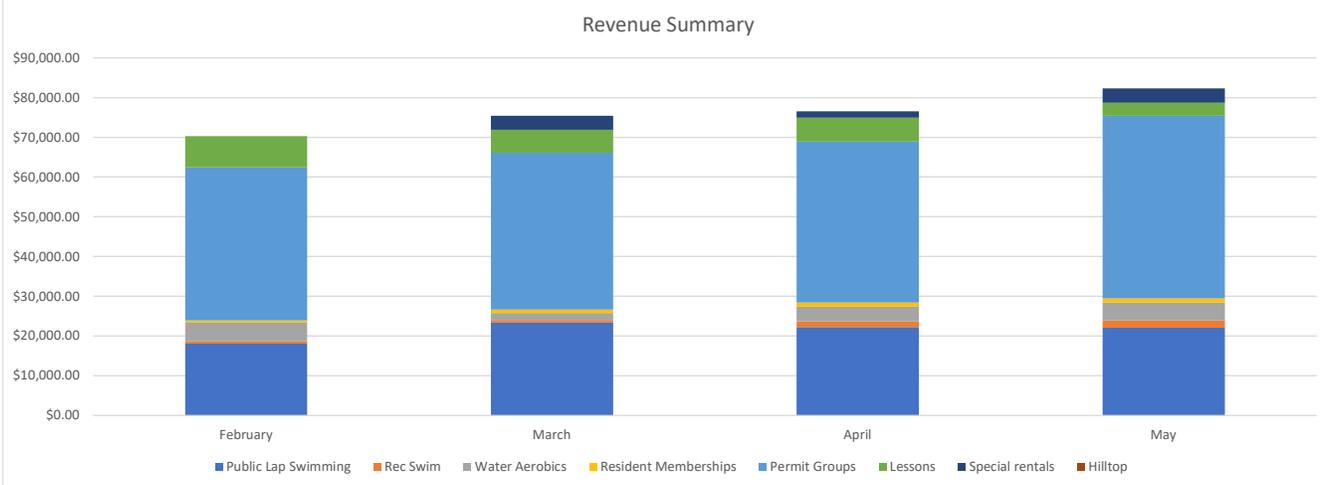
Monthly Statistics	February		March		April		May	
	Revenue	Participation	Revenue	Participation	Revenue	Participation	Revenue	Participation
Water Aerobics	\$ 4,712.00	424	\$ 1,722.00	261	\$ 3,661.00	508	\$ 4,480.00	640
Lesson Programming	\$ 7,881.37	91	\$ 5,790.86	76	\$ 6,036.20	56	\$ 3,269.50	79
Lap Swimming	\$ 18,097.00	5488	\$ 23,385.00	6498	\$ 22,203.00	6813	\$ 22,047.00	7229
Family/Rec Swim	\$ 559.00	188	\$ 641.00	200	\$ 1,525.00	373	\$ 1,869.00	424
Annual Membership Sales	\$ 605.00	54	\$ 895.00	77	\$ 1,000.00	88	\$ 1,020.00	88
Rentals/Permit Groups	\$ 38,481.80	8325	\$ 39,463.40	8515	\$ 40,565.80	8784	\$ 46,026.30	9930.75
Special Events/Rentals	\$ -	-	\$ 3,549.00	650	\$ 1,595.00	200	\$ 3,605.00	300
Hilltop	\$ -	-	\$ -	-	\$ -	-	\$ 371.00	239.00
	\$70,336.17	14,570	\$75,446.26	15,627	\$74,991.00	16,622	\$82,687.80	18,930

Participation Summary



Total Participation February-May 65,749

Revenue Summary



Total Revenue February-May \$303,461.23