



**AGENDA  
CITY OF EL SEGUNDO  
RECREATION AND PARKS COMMISSION  
6:00 PM  
CITY COUNCIL CHAMBER  
350 MAIN STREET  
EL SEGUNDO, CA 90245  
DECEMBER 18, 2024**

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**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](http://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. Recreation and Park Commission Regular Meeting Minutes from November 20, 2024.**

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Recommendation -

1. Approve the Recreation and Park Commission regular meeting minutes from November 20, 2024.
2. Alternatively, discuss and take other action related to this item.

**B. UNFINISHED BUSINESS**

**C. NEW BUSINESS**

**2. Employee Spotlight: Class of 2024**

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Recommendation -

1. Receive and file the Employee Spotlight Report for 2024.
2. Alternatively, discuss and take other action related to this item.

**3. Director Advisory Group (DAG) Introduction**

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Recommendation -

1. Receive and file the DAG introduction.
2. Alternatively, discuss and take other action related to this item.

**4. Drama Storage Update**

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Recommendation -

1. Receive and file drama storage update.

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2. Alternatively, discuss and take other action related to this item.

5. **Field Allocation Review Working Group**

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Recommendation -

1. Fill one (1) vacancy on the Field Allocation Review Working Group.

2. Alternatively, discuss and take other action related to this item.

**D. REPORTS - RECREATIONS, PARKS AND LIBRARY DIRECTOR**

**E. REPORTS - RECREATION AND PARKS STAFF**

**F. REPORTS - COMMISSIONERS**

Marc Cavagnolo

Dave Lubs

Julie Stolnak

Vice Chairperson Kelly Watson

Chairperson Bob Motta

**ADJOURNMENT**

POSTED:

DATE: 12/12/2024

TIME: 6:00 PM

BY: Chelsea Shafer, Acting Senior Admin. Analyst

REGULAR MEETING MINUTES OF THE EL SEGUNDO RECREATION & PARKS  
COMMISSION  
WEDNESDAY, NOVEMBER 20, 2024

CALL TO ORDER – Vice Chairperson Watson called the meeting to order at 6:12 pm.

ROLL CALL

Chairperson Motta	-	Absent
Vice Chairperson Watson	-	Present
Commissioner Cavagnolo	-	Present
Commissioner Lubs	-	Absent ( <i>Arrived at 6:15</i> )
Commissioner Stolnack	-	Present

SPECIAL PRESENTATIONS

El Segundo Youth Drama presented a portion of their James and the Giant Peach Production to the Commission.

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

Kelly Williams commented on the El Segundo Youth Drama Program’s storage issue.

Enid Cortes commented on the El Segundo Youth Drama Program’s storage issue.

Jennifer Witgen commented on the El Segundo Youth Drama Program’s storage issue.

Suzana Davidson commented on the El Segundo Youth Drama Program’s storage issue.

Rocki Davidson commented on the El Segundo Youth Drama Program’s storage issue.

Pete Browning commented on the El Segundo Youth Drama Program’s storage issue.

Suzie Kenton commented on the El Segundo Youth Drama Program’s storage issue.

Maria Rafael commented on the El Segundo Youth Drama Program’s storage issue.

Chris Eidem spoke in support of the Skate Park report from MIG.

A. CONSENT CALENDAR:

1. MOTION by Commissioners Lubs, SECONDED by Commissioner Cavagnolo, approving Regular Committee meeting minutes of November 20, 2024, MOTION PASSED. 4/0

B. UNFINISHED BUSINESS

2. Employee Spotlight

Kristina Kora-Beckman spoke about Charlize Contreras achievements. Charlize Contreras provided comments and thanked staff and the Commission for the recognition.

C. NEW BUSINESS

3. Recreation Park Renovation Project Phase One – Proposed Teen Center and Teen Plaza Schematic.

MIG representatives presented the proposed schematic to the commission. Commissioners asked questions as they related to crosswalks, skatepark staffing impacts, Art and Culture Advisory Committee (ACC) collaboration with mural for the Plaza, additional lighting, LED lighting options, current proposed square footage for the skatepark, other consultants involved with design, quiet room logistics, MIG and City staff provided additional information.

MOTION by Commissioner Lubs, SECONDED by Commissioner Cavagnolo, approving the schematic design for the Teen Center and Teen Plaza with addition of multi-use lighting, MOTION PASSED. 5/0

4. Recreation Program Scholarship Policy

Linnea Palmer presented the policy to the commission. Commissioners asked questions as they related to guidelines for families. Staff provided additional information.

MOTION by Commissioner Cavagnolo, SECONDED by Commissioner Stolnack to approve change to the policy to include the low-income limits and agendaize after a 6-month trial period for review. MOTION PASSED 3/1 NO – Commissioner Lubs

D. DIRECTOR'S REPORT

Director Aly Mancini presented the Director's Report to the Commission. Commissioners requested that the Park Inspection Matrix include the Teen Center Plaza, Campus El Segundo, and the Aquatics facilities.

F. STAFF COMMENTS

Linnea Palmer thanked and promoted the El Segundo Youth Drama for the James and the Giant Peach presentation, Promoted the Joy Around the World Event, Candy Cane Lane event, Holiday Parade, Christmas Dinner, Coffee with the Director event, Software programs being reviewed by Recreation staff, and ES Connect.

Chris Hentzen spoke about the upcoming holiday events.

G. COMMISSIONER COMMENTS

Commissioner Cavagnolo asked questions from staff regarding the subsidy conversations during the 2024-25 budget year conversations and requested that feedback from the Commission be included in the budget discussion.

Commissioner Lubs discussed the Youth Sports Council meeting earlier in November.

Commissioner Stolnack discuss ES Connect, the Christmas Dinner, and thanked El Segundo Youth Drama for their performance and attendance.

Commissioner Watson discussed the transportation committee, Olympics, and the recreation software system for vendors.

Adjourned at 8:20 PM

*Chelsea Shafer*

Chelsea Shafer, Senior Administrative Specialist

# Employee Spotlight

## Class of 2024

Joseph Casillas - Park  
Maintenance Supervisor

Chloe Meza – Rec. Specialist  
(Tiny Tots)

Norma Nicolson – Library  
Clerk I

Kaeley Skriver – Rec Specialist  
(Camp Cowabunga)

Connie Thrasher – Sen. Rec.  
Leader

George Kennedy – Rec.  
Specialist (Aquatics)

Noe Moreno –Park  
Maintenance Worker II

Mark Monin – Rec. Specialist  
(Aquatics)

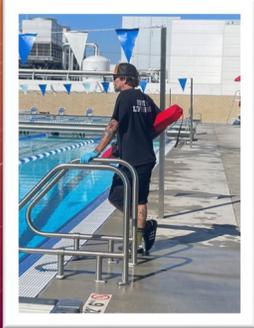
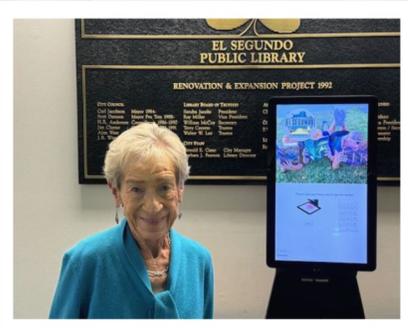
Linnea Palmer – Recreation  
Manager

Diego Zavala – Sen. Rec.  
Leader

Brooklyn Jones – Rec. Leader  
Ryan Booker – Rec. Specialist  
(Teen)

Charlize Vasquez – Library  
Clerk

Ryan Campbell – Rec.  
Specialist (Sports Camps)



# Thank you, 2024 Spotlighters!



**TITLE:**

Field Allocation Review Working Group

**RECOMMENDATION:**

1. Fill one (1) vacancy on the Field Allocation Review Working Group.
2. Alternatively, discuss and take other action related to this item.

**FISCAL IMPACT:**

None

**BACKGROUND:**

In March of 2024, a Field Allocation Review Working Group was formed. The working group consisted of two Recreation Commissioners, the Recreation, Parks, and Library Director, the Recreation Manager, and the Recreation Supervisor. The working group was tasked with assessing the current Athletic Field/Facility Use and Allocation Policy to implement needed updates, including allocations and maintenance needs.

At the October 2024 Council meeting, Recreation Staff were directed to go back to the working group to further review and update the Athletic Field/Facility Use and Allocation Policy. Staff will be coming back to the Recreation and Parks Commission in April of 2025 with an update to the policy.

**DISCUSSION:**

In March of 2024 Commissioner Chair Bob Motta and past Commissioner Jeanette Gant were appointed to the working group. Commissioner Gant is no longer serving on the Commission and a new appointment will need to be made to fill her vacancy.

Staff recommends appointing a new member to fill the vacant Field Allocation Review Working Group position.

**CITY STRATEGIC PLAN COMPLIANCE:**

Goal 1: Develop and Maintain Quality Infrastructure and Technology  
Strategy C: Maintain an innovative General Plan to ensure responsible growth while preserving El Segundo's quality of life and small-town character.

Goal 3: Deliver Solution-Oriented Customer Service, Communication, Diversity, Equity, and Inclusion

Strategy A: Enhance proactive community engagement program to educate and inform the public about City services, programs, and issues.

**PREPARED BY:** Linnea Palmer, Recreation Manager

**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:** December 18, 2024  
**TO:** Recreation and Parks Commission  
**FROM:** Aly Mancini, Director  
**SUBJECT:** Department Report

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### **Council Items**

*November 19, 2024:*

El Segundo Youth Drama gave a preview of their production of James and the Giant Peach.

Recreation, Parks, and Library Director, Aly Mancini, provided an update of the Cultural Development Program "1% for Art". Council discussed and directed staff to bring back a financial analysis of the program and a survey of surrounding cities "Arts" programs to the regular meeting in January 2025.

*December 3, 2024:*

City Council authorized the City Manager to approve and execute a Public Works Construction Contract with Excelsior Elevator Corporation for the El Segundo Library Elevator Upgrades Project. Contract is in the amount of \$235,920 with an additional contingency of \$34,080.

Recreation, Parks, and Library Director, Aly Mancini, provided an update of the City Co-Sponsored Events and 2024 Fee Waivers. Council approved the request to provide fee waivers for several events that received fee waivers in 2024.

City Council authorized the Cultural Development Fund to allocate \$127,500 of their fund towards the public art in the Urho Saari Swim Stadium.

Recreation, Parks, and Library Director, Aly Mancini, provided an update on Clutter's Park with a recommendation to allocate Cultural Development Funds towards enhancements. Council discussed and directed staff to bring back an action plan consisting of parking limitations, stricter park hours, updated signage, and maintenance. Council did not approve using CDP funds for artistic features at the park.

The Schematic Design for the Recreation Park Renovation Phase One Teen Center and Teen Plaza was presented by MIG, Inc and subsequently approved by Council with a 5-0 vote.

### **CIP Updates**

*Recreation Park Renovation Project:*

The Schematic Design for the Teen Center and Teen Plaza were approved by Council on December 3rd. Architects have continued making progress toward Design Development. Schematic Designs for renovations to Brett Field and Stevenson Field are currently underway.

### *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 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.

## **Arts & Culture**

### *1% for Arts Project*

A new development permit application has triggered the CDP 1% for Art. Kite Pharma at 2355 Utah Ave has a 1% valuation of \$22,000; option for art on-site or payment in-lieu is to be determined

### *Cultural Arts Master Plan Planning Session*

The Arts & Culture Advisory Committee participated in a working session with facilitator Marie Knight and developed the Vision, Mission, and Goals for the Cultural Arts Master Plan. The draft of the Master Plan will be presented to the City Council in January.

### *Art Exhibition at El Segundo Library*

A new art exhibition opened at the Library on November 14, 2024 featuring photography students from the Da Vinci Communications High School. The exhibition is titled "City Life" and will be on display through January, 2025

### *Poet Laureate*

Kweku John was selected as the new El Segundo Poet Laureate following a competitive process. The contract is currently being executed and Kweku John will begin his tenure as Poet Laureate in January 2025

## **Fields, Facilities, and Courts**

Attachment B – Checkout Reservation Report – November 2024

## **Social Media**

Attachment C- Social Media Analytics – November 2024

## **Adult Sports**

### *Fall Adult Pickleball Leagues*

- Fall Season Recap:
  - A total of 109 teams played in 14 divisions
  - 1,308 total rostered participants
  - Total of \$37,320.00 collected in team registration revenue.
- Jinglefest Tournament on December 7.

### *Fall Adult Coed Kickball*

- A total of 12 teams playing on Tuesday and Thursday evenings
  - 6 teams per night
  - 191 total participants
  - Games are played on the Softball Field at Recreation Park
- Playoffs begin the week of December 2.

### *Fall Coed 7v7 Soccer League*

- Regular season concluded on November 22<sup>nd</sup>
  - First week of playoffs begins on December 6 and will continue for 3 weeks.
- A total of 9 teams are playing within an “open division” format
  - 108 total participants
- Games are played on the south end of the West Field at Campus El Segundo on Friday nights.
- Winter 2025 season is slated to begin January 10.

## **Youth Sports**

### *Youth Basketball League*

- 281 participants
  - 1st/2nd Grade: 80
  - 3rd/4th Grade: 82
  - 5th/6th Grade: 58
  - 7th/8th Grade: 62
- Five new Recreation Leaders were hired to assist with the season and allowed the program to grow in participation size. All new-hires were officially onboarded and cleared prior to the start of the season.
- For the first time the league is utilizing gym space at El Segundo Middle School for league practice and games.
- Practices began week of December 2

## **Teen Center**

In November, the Teen Center was open for drop-in use six days a week, totaling 24 operational days. Throughout the month of November there were 1,776 visits to the Teen Center. To boost engagement and encourage attendance, the Teen Center partnered with the Library in a video game tournament named “Switch It Up”. In November, the average hourly attendance was approximately 13 teens per hour.

## **Gordon Clubhouse**

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

Contract Classes	Number of Participants
Gymnastics Academy	8
Gymnastics Sand Cruisers	2
Gymnastics Big & Little	5
Gymnastics Intro to Sand Cruisers	4
Zumba! – Mondays	2
Zumba! – Mondays	3
Backstage Sewing	4
Tutus and Taps	12
Ballet and Tap	4
Tapping for Fun and Exercise - Beginner	15
Zumba! – Wednesdays	1
Zumba! – Wednesdays	3
Tapping for Fun and Exercise - Intermediate	12
Hippity Hop	10
Art Lab – Thursdays	14
Art Lab - Fridays	5
Cooking	7
Cake Design	3

### *El Segundo Youth Drama*

The El Segundo Youth Drama Program presented James and the Giant Peach with 21 participants including 10 residents and 11 non-residents.

## **Joslyn Center**

### *Facility Rentals*

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

- 22 External Reservations – 37 hours - \$1418.00
- 56 Internal Reservations – 108.5 Hours

### *Dial-A-Ride*

- Concierge Rides – 438
- Lyft Pass Rides – 245

### *Meals Outreach*

- Meals Delivered – 450
- In Home Service Hours – 32

The following is the breakdown of contract class registration for November 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	16
Intermediate Line Dancing	15
50 Minute Fitness	42
Pilates	35
Core Xpress	14
Senior Fit	13
Art Journaling	2
Creative Hand Stitching	2

Senior Programs	Number of Participants
Pinochle	24
Canasta	28
Bridge	22
General Meetings/Luncheon	32
Board Meeting	7
Sit-N-Knit	24
Thursday Movies	12
Chess Club	18

### **Day Trippers**

The El Segundo Day Trippers visited the The Original Farmer's Market/ The Grove on Saturday, November 9. The historic market features a range of clothing shops, produce, fruit, prepared gourmet food vendors and is near several delicious restaurants. The Daytrippers took a break for lunch at the Grove before heading home after a fun day of shopping. The next trip will be to the Natural History Museum on Saturday, December 14.

### **Farmers' Market**

#### **Nov 7, 2024**

- Prepackaged Vendors: 14
- Produce Vendors: 3
- Craft Vendors: 2

Total Vendors: 19

Total Revenue: \$877.40

Weekly craft: Sand Art pumpkin necklace

#### **Nov 14, 2024**

- Prepackaged Vendors: 14
- Produce Vendors: 5
- Craft Vendors: 1

Total Vendors: 20

Total Revenue: \$886.70

Weekly Craft: Pencil pouch decoration

## **Nov 21, 2024**

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

Total Vendors: 21

Total Revenue: \$917.30

Craft: Color a Turkey

## **Parks**

### *Park Inspections*

Attachment D: Park Inspection Matrix – November 2024

### *Parks, Projects, Improvements*

- Routine maintenance continues throughout the parks.
- Install replacement swing at Holly Valley Park
- Joy Around the World preparation and staffing
- Christmas Parade Showmobile delivery and staffing support
- Candy Cane Lane Porta potties, tree decorating, trash and patrol
- Jinglefest Pickleball Tournament staffing and set up

### *Trees*

- City tree crew trimmed trees per residents' requests.
- Tree planting- 15
- Decorating City's Christmas Tree in Civic Center Plaza

## **Aquatics**

### *Special Event*

Beach Cities hosted a swim meet, which drew over 800 unique swimmers and nearly 2,000 attendees in total.

### *Programming*

City-led programs served 6,758 participants, while user group rentals engaged an additional 8,842 participants.

### *Staffing*

Interviews were conducted for five lifeguard candidates, all of whom are now progressing through the hiring process. To support staff development, 10 training sessions were offered in November, ensuring all team members had opportunities to maintain and enhance their skills

## **ATTACHMENTS**

Attachment A: Aquatics Stats Report – November 2024

Attachment B: Checkout Reservation Report – November 2024

Attachment C: Social Media Analytics – November 2024

Attachment D: Park Inspection Matrix – November 2024



Total AC  
Lane  
hours:  
8568

## November 2024 Report

Aquatics Center Instructional Programming		Lane Hours	\$	Number of Participants
Contract Classes				
	Naomi's Hiit Water Aerobics	144	\$ 5,638.00	515
	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>\$ 7,690.00</b>	<b>520</b>

Aquatics Center Public Drop In Programming			\$	Number of Customer Lane Reservations
Public Swim				
	Reservations	6557	\$ 7,714.00	5665
	Lap Swim Drop in	316	\$ 601.00	292
	Recreation Swim	168	\$ 435.00	151
<b>Totals</b>			<b>\$ 8,750.00</b>	<b>6108</b>

Annual Membership Sales at the Aquatics Center			\$	Memberships sold
Wiseburn Rec IDs	Adult ID		\$ 150.00	13
Wiseburn Rec IDs	Senior ID		\$ 10.00	2
Wiseburn Rec IDs	Youth ID		\$ 30.00	3
Wiseburn Rec IDs	Infant ID		\$ -	0
<b>Totals</b>			<b>\$ 190.00</b>	<b>18</b>

El Segundo Rec IDs	Adult ID		\$ 165.00	16
El Segundo Rec IDs	Senior ID		\$ 15.00	3
El Segundo Rec IDs	Youth ID		\$ -	0
El Segundo Rec IDs	Infant ID		\$ -	0
<b>Totals</b>			<b>\$ 180.00</b>	<b>19</b>

Membership Sales			\$	Passes Purchased to use towards Lane Rentals
El Segundo Resident Punch Passes				
	10 Punch Pass		\$ 406.00	10
	20 Punch Pass		\$ 50.00	1
	30 Punch Pass		\$ 1,072.00	11
El Segundo Resident Membership Passes				
	Annual		\$ 600.00	2
Wiseburn Resident Punch Passes				
	10 Punch Pass		\$ 159.00	4
	20 Punch Pass		\$ 50.00	1
	30 Punch Pass		\$ 56.00	1
Wiseburn Resident Membership Passes				
	Annual		\$ 1,200.00	4
Non-Resident Punch Passes				
	10 Punch Pass		\$ 1,236.00	16
	20 Punch Pass		\$ 913.00	9
	30 Punch Pass		\$ 4,156.00	32
Non-Resident Membership Passes				
	Annual		\$ 1,200.00	2
<b>Totals</b>			<b>\$ 11,098.00</b>	<b>93</b>

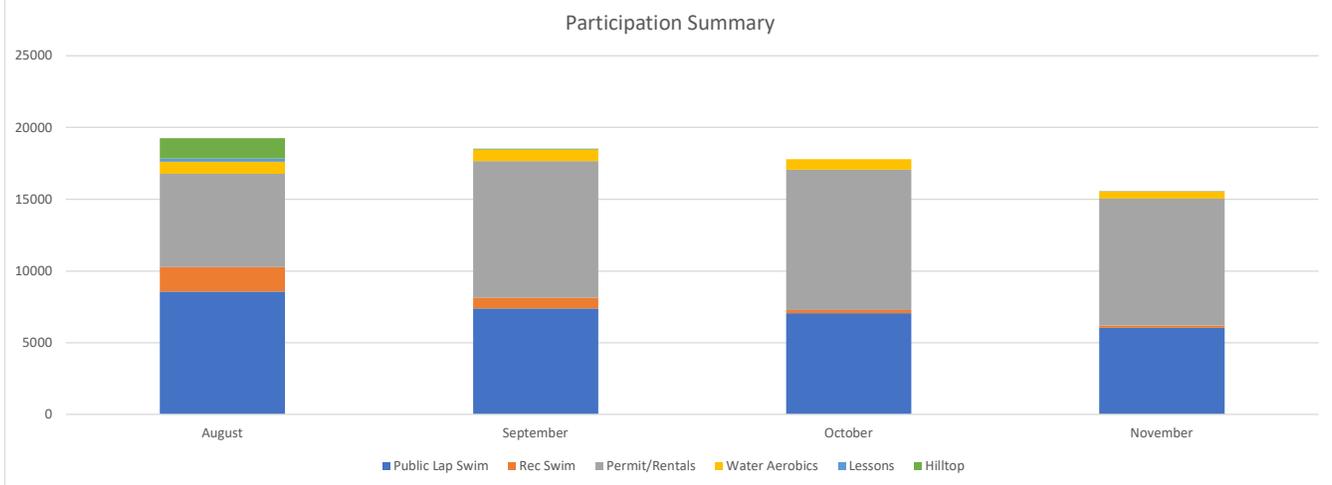
Aquatics Center Permit Groups		Lane Hours	\$	Estimated Participants (4 to 5 per lane)
Alpha		848.50	\$ 15,273.00	3394
Beach Cities		500.00	\$ 8,640.00	2000
SCAQ		367.50	\$ 6,615.00	1470
South Bay United		456.00	\$ 4,468.80	912
Tower 26		135.50	\$ 2,439.00	406.5
Trojan		210.00	\$ 2,058.00	420
Coastal		120.00	\$ 1,176.00	240
<b>Totals</b>		<b>2637.50</b>	<b>\$ 40,669.80</b>	<b>8842.50</b>

Events			\$	Number of Participants
BCS Swim Meet	11/16-11/17		\$ 9,994.00	2000
Dive in Movie	15-Nov		\$ 154.00	22
<b>Totals</b>			<b>\$ 10,148.00</b>	<b>2022</b>

<b>TOTAL</b>		<b>\$ 78,725.80</b>	<b>Estimated Amount of Visitors in November</b>	<b>17622.50</b>
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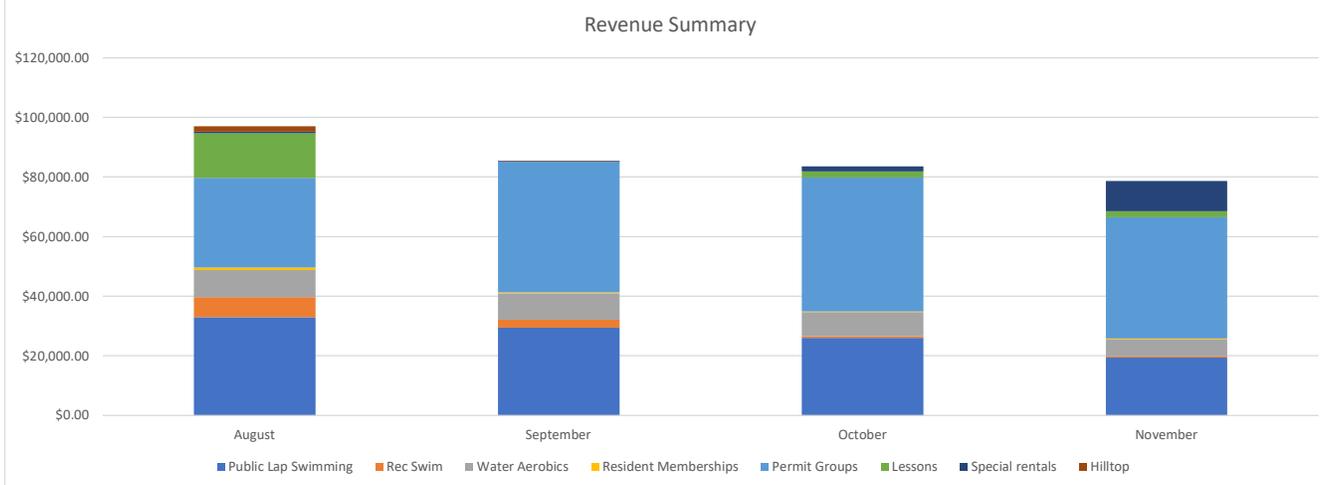
Monthly Statistics	August		September		October		November	
	Revenue	Participation	Revenue	Participation	Revenue	Participation	Revenue	Participation
Water Aerobics	\$ 9,054.00	829	\$ 8,830.00	799	\$ 8,074.00	733	\$ 5,638.00	515
Lesson Programming	\$14,922.50	231	\$0.00	0	\$2,052.00	5	\$2,052.00	5
Lap Swimming	\$32,936.00	8577	\$29,410.00	7391	\$26,036.00	7065	\$19,413.00	6050
Family/Rec Swim	\$ 6,738.00	1688	\$ 2,671.00	753	\$ 550.00	206	\$ 435.00	151
Annual Membership Sales	\$920.00	78	\$360.00	29	\$215.00	21	\$370.00	37
Rentals/Permit Groups	\$ 30,086.00	6510	\$ 43,749.40	9502	\$ 44,983.40	9781	\$ 40,669.80	8842.5
Special Events/Rentals	\$ 543.00	278	\$ 440.00	268	\$ 1,705.00	200	\$10,148.00	2022
Hilltop	\$ 1,898.00	1416	\$ 114.00	88	\$ -	0	\$ -	0
	<b>\$95,199.50</b>	<b>18,191</b>	<b>\$85,460.40</b>	<b>18,474</b>	<b>\$81,910.40</b>	<b>17,811</b>	<b>\$78,725.80</b>	<b>17,623</b>

**Participation Summary**



**Total Participation August-November 72,099**

**Revenue Summary**



**Total Revenue August-November \$341,296.10**

Facility Report Summary - November 2024

**Racquet Sport Courts**

Facility	Total Hours Reserved	Amount paid
Paddle Tennis	18.3	\$ 200.00
<b>Total</b>	<b>18.3</b>	<b>\$ 200.00</b>
Pickleball Court 1	276.3	\$ 2,010.00
Pickleball Court 2	230.3	\$ 1,570.00
Pickleball Court 3	252.3	\$ 1,660.00
Pickleball Court 4	247.3	\$ 1,550.00
Pickleball Court 5	237	\$ 2,150.00
Pickleball Court 6	242	\$ 2,140.00
Pickleball Court 7	231	\$ 1,930.00
Pickleball Court 8	240	\$ 2,100.00
<b>Total</b>	<b>1956.2</b>	<b>\$ 15,110.00</b>
Tennis Court 1	162	\$ 1,610.00
Tennis Court 2	169	\$ 1,540.00
Tennis Court 3	161	\$ 1,460.00
Tennis Court 4	135	\$ 1,030.00
Tennis Court 5	267	\$ 510.00
<i>ESUSD Total hours</i>	113	\$ -
<b>Total</b>	<b>1007</b>	<b>\$ 6,150.00</b>
Volleyball Court 1	45.15	\$ -
Volleyball Court 2	46.3	\$ -
<b>Total</b>	<b>91.45</b>	<b>\$ -</b>
Basketball Court		
<b>Total</b>	<b>0</b>	<b>\$ -</b>
Hockey Rink	141.3	\$ 123.75
<b>Total</b>	<b>141.3</b>	<b>\$ 123.75</b>

**Field Reservations**

Facility	Total Hours Reserved	Amount paid
<b>George Brett Field</b>		
AYSO	130	\$ -
ESLL	24	\$ -
Private Rentals	0	\$ -
City Internal Reservations	0	\$ -

Total	154	\$	-
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**Stevenson Field**

ESHS	11.5	\$	-
Babe Ruth	111.5	\$	-
Private Rentals	8	\$	723.00
City Internal Reservations	0	\$	-
<b>Total</b>	<b>131</b>	<b>\$</b>	<b>723.00</b>

**Softball Field**

ESHS	18	\$	-
ESGS	240	\$	-
Private Rentals	0	\$	-
City Internal Reservations	68	\$	-
<b>Total</b>	<b>326</b>	<b>\$</b>	<b>-</b>

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

AYSO	0	\$	-
ESLAX	0	\$	-
Private Rentals	22.5	\$	1,116.50
City Internal Reservations	36	\$	-
<b>Total</b>	<b>58.5</b>	<b>\$</b>	<b>1,116.50</b>

**Campus El Segundo(full field)**

ESHS	30	\$	-
AYSO	354	\$	-
ESLAX	0	\$	-
ESLL	0	\$	-
ES Football & Cheer	0	\$	-
Private Rentals	43	\$	4,037.98
City Internal Reservations	8	\$	-
<b>Total</b>	<b>435</b>	<b>\$</b>	<b>4,037.98</b>

**Richmond Field**

ESHS	8	\$	-
ESGS	25.5	\$	-
AYSO	45	\$	-
ESLL	0	\$	-
Private Rentals	14	\$	777.50
City Internal Reservations	0	\$	-
<b>Total</b>	<b>92.5</b>	<b>\$</b>	<b>777.50</b>

**Center Street Bakalyar Field**

ESHS	0	\$	-
ESGS	0	\$	-
AYSO	0	\$	-
ESLL	128	\$	-

Private Rentals	20 \$	1,300.00
City Internal Reservations	0 \$	-
<b>Total</b>	<b>148 \$</b>	<b>1,300.00</b>

**Center Street Walton Field**

ESHS	0 \$	-
ESGS	0 \$	-
AYSO	0 \$	-
ESLL	128 \$	-
Private Rentals	20 \$	1,300.00
City Internal Reservations	0 \$	-
<b>Total</b>	<b>148 \$</b>	<b>1,300.00</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	6.45 \$	-
<b>Total</b>	<b>6.45 \$</b>	<b>-</b>
Bounce House (Total not Hours)	132 \$	569.00
<b>Total</b>	<b>132 \$</b>	<b>569.00</b>
Picnic Tables	33 \$	994.50
<b>Total</b>	<b>33 \$</b>	<b>994.50</b>
BBQ Area	14 \$	926.00
<b>Total</b>	<b>14 \$</b>	<b>926.00</b>
Fire Circle	19.3 \$	1,515.47
<b>Total</b>	<b>19.3 \$</b>	<b>1,515.47</b>
Lawn Bowling	0 \$	-
<b>Total</b>	<b>0 \$</b>	<b>-</b>

**Raytheon Facilities**

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

ESGS	48 \$	-
Total	48 \$	-

**Ball Field 2**

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

**Raytheon Field**

AYSO	17.5	
Private	17.5 \$	533.75
Total	35 \$	533.75



## Update Notes

## RPL INSTAGRAM

	Previous Month	November
Followers end month	3,425	3,449
Number of posts	13	12

## RPL FACEBOOK

	Previous Month	November
Followers end month	3,434	3,442
Number of posts	13	12

# Park Inspections - November 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	Completed
Candy Cane	Date	Staff	Area	Assessment	Plan of Action	Target Completion Date
Clutters	Date	Staff	Area	Assessment	Plan of Action	Target Completion Date
Constitution	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	Completed	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	<b>Date</b>	<b>Staff</b>	<b>Area</b>	<b>Assessment</b>	<b>Plan of Action</b>	<b>Target Completion Date</b>
	10/31/2024	Chris Hentzen	Play Equipment	Swing damaged	Swing replaced completed	12/1/2025
	10/31/2024	Chris Hentzen	Other Ground Cover	Bare mulch	Add mulch	12/1/2025
Imperial	<b>Date</b>	<b>Staff</b>	<b>Area</b>	<b>Assessment</b>	<b>Plan of Action</b>	<b>Target Completion Date</b>
Independence	<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	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
Kansas Library	<b>Date</b>	<b>Staff</b>	<b>Area</b>	<b>Assessment</b>	<b>Plan of Action</b>	<b>Target Completion Date</b>
	<b>Date</b>	<b>Staff</b>	<b>Area</b>	<b>Assessment</b>	<b>Plan of Action</b>	<b>Target Completion Date</b>
Recreation	<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	Replace	CIP
Sycamore	<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	Tree restake	Completed	Completed
Washington	<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