

Parks and Recreation Commission
Regular Meeting Agenda
Tuesday, August 16, 2016
5:30 p.m.
Malibu City Hall – Multipurpose Room
23825 Stuart Ranch Road, Malibu

Five-thirty p.m.

Regular Meeting

Call to Order –Chairman

Roll Call – Recording Secretary

Pledge of Allegiance

Approval of Agenda

Report on Posting of Agenda – August 11, 2016

1. **Ceremonial/Presentations**

Malibu Senior Center Program Update

2. **Written and Oral Communications from the Public**

A. This is the time for members of the public to comment on any items not appearing on this agenda. The Commission may not discuss or act on any matter not specifically identified on this agenda, pursuant to the Ralph M. Brown Act.

3. **Consent Calendar**

A. Approval of Minutes

Recommended action: Approve minutes for the Regular Meeting of the Parks & Recreation Commission meeting on July 19, 2016.

Staff contact: Theresa Odello, Recreation Coordinator, 310-456-2489 ext. 279

B. Parks & Recreation Department – Monthly Report for July 2016

Recommended action: Receive and file.

Staff contact: Kristin Riesgo, Recreation Manager, 310-456-2489 ext. 350

4. **Old Business**

None.

5. **New Business**

A. **Malibu Bluffs Park Baseball Field Shade Structures**

Recommended action: Review designs and costs for baseball field shade structures at Malibu Bluffs Park and provide feedback to staff.

Staff contact: Kristin Riesgo, Recreation Manager, 310-456-2489 ext. 350

6. **Staff Updates**

7. **Commissioner Comments**

8. **Future Agenda Items**

A. Scheduled Use of Trancas Canyon Park Multi-Purpose Field

9. **Adjournment**

Guide to the Parks and Recreation Commission Proceedings

The Written and Oral Communications from the Parks and Recreation Commissioners portion of the agenda is for members of the public to present items that are not listed on the agenda, but are under the subject matter jurisdiction of the Parks and Recreation Commission. Although no action may be taken on these non-agenda items, the Commission and staff will follow up, at an appropriate time, on those items needing response. Each speaker is limited to (3) three minutes and the total time allotted for Public Comment items, Parks and Recreation Commission Sub-committees included, is limited to (30) thirty minutes. Time may be surrendered by deferring (1) one minute to another speaker, on the same item, not to exceed a total of (8) eight minutes. The speaker wishing to defer time must be present when the item is heard. In order to be recognized and present an item, each speaker must complete and submit to the Recording Secretary a Request to Speak form prior to the item being announced by the Chair (forms are available at the door). Speakers are taken in the order slips are submitted.

Items in Consent Calendar has not been discussed previously by the Parks and Recreation Commission. If discussion is desired, an item may be removed from the Consent Calendar and will be considered individually. Commission Members may indicate a negative or abstaining vote on any individual item by so declaring prior to the vote on the motion to adopt the entire Consent Calendar. The Commission following the action on the consent calendar will take up items Excluded from Consent Calendar. The Commission first will take up the items for which public speaker requests have been submitted. Public speakers are limited to (3) three minutes each. If a speaker slip is submitted late the speaker's time will be limited to (2) minutes. If more than 10 speaker slips are submitted each speaker's time will be limited to (2) two minutes each.

Items in Old Business are items which have appeared on previous agendas but have either been continued or tabled to this meeting with no final action having been taken. Public comment on any item is permitted under the public comment rules. Speakers should address whether they are supportive or opposed to either the recommended action or the motion before the Parks and Recreation Commission for decision for recommendation to the City Council.

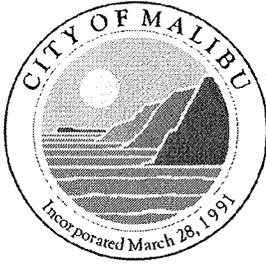
Items in New Business are items, which are appearing for the first time for formal action. Public comment on any item is permitted under the public comment rules. Speakers should address whether they are supportive or opposed to either the recommended action or the motion before the Parks and Recreation Commission for decision.

Copies of the staff reports or other written documentation relating to each item of business described above are on file in the Parks and Recreation Department, Malibu City Hall, 23825 Stuart Ranch Road, Malibu, California and are available for public inspection during regular office hours which are 7:30 a.m. to 5:30 p.m., Monday through Thursday, and 7:30 a.m. to 4:30 p.m., Friday. Written materials distributed to the Commission within 72 hours of the Commission meeting are available for public inspection immediately upon distribution (Government Code Section 54957.5(b)(2). Copies of staff reports and written materials may be purchased for \$0.10 per page. Pursuant to State law, this agenda was posted at least 72 hours prior to the meeting.

The City Hall phone number is (310) 456-2489. To contact City Hall using a telecommunication device for the deaf (TDD), please call (800) 735-2929 and a California Relay Service operator will assist you. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Environmental Sustainability Director Craig George, (310) 456-2489, ext. 229. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR 35.102-35.104 ADD Title II]. Requests for use of audio or video equipment during a Commission meeting should be directed to Alex Montano at (310) 456-2489, ext. 227, or amontano@malibucity.org before 12:00 p.m. on the day of the meeting.

I hereby certify under penalty of perjury, under the laws of the State of California, that the foregoing agenda was posted in accordance with the applicable legal requirements. Dated this 11th day of August 2016.


Brittany Saleaumua, Administrative Assistant



Parks & Recreation Commission Agenda Report

To: Members of the Parks & Recreation Commission

Prepared by: Theresa Odello, Recreation Coordinator

Approved by: Kristin Riesgo, Recreation Manager 

Date prepared: August 8, 2016 Meeting date: August 16, 2016

Subject: Approval of Minutes

RECOMMENDED ACTION: Approve minutes for the Regular Meeting of the Parks & Recreation Commission meeting on July 19, 2016.

DISCUSSION: Staff has prepared draft minutes for the Regular Meeting of the Parks & Recreation Commission meeting on July 19, 2016.

ATTACHMENTS:

1. July 19, 2016 Regular Meeting minutes

MINUTES
PARKS AND RECREATION COMMISSION
REGULAR MEETING
JULY 19, 2016
MULTIPURPOSE ROOM
5:30 P.M.

CALL TO ORDER

Chair Randall called the meeting to order at 5:32 p.m.

ROLL CALL

The following persons were recorded in attendance by the Recording Secretary:

PRESENT: Chair Carl Randall; Vice Chair Justine Petretti; and Commissioners Laurie Principe and Steve Parks

ABSENT: Commissioner Roui Israel

ALSO PRESENT: Kristin Riesgo, Recreation Manager; Amy Crittenden, Recreation Manager; and Theresa Odello, Recording Secretary

PLEDGE OF ALLEGIANCE

Vice Chair Petretti led the Pledge of Allegiance.

APPROVAL OF AGENDA

MOTION Vice Chair Petretti moved and Commissioner Principe seconded a motion to approve the agenda. The motion carried 4-0, Commissioner Israel absent.

REPORT ON POSTING OF AGENDA

Recording Secretary Odello reported that the agenda for the meeting was properly posted on July 12, 2016.

ITEM 1. CEREMONIAL/PRESENTATIONS

Amy Crittenden, Recreation Manager and Theresa Odello, Recreation Coordinator presented an update on the City's Dial-a-Ride program.

Commissioner Roui Israel arrived at 5:41 p.m.

Recreation Coordinator Odello stated starting September 1, 2016, the new services will be added to the program include extending the hours on Mondays, Tuesdays, and Wednesdays to 5:30 p.m. in Malibu city limits. Riders will also be allowed three one-way trips per day

within Malibu city limits. Limits to the current service area in Santa Monica will be lifted and people may travel to the Westside service area for non-medical appointments.

ITEM 2. WRITTEN AND ORAL COMMUNICATIONS FROM THE PUBLIC

None.

ITEM 3. CONSENT CALENDAR

MOTION Commissioner Parks moved and Commissioner Laurie Principe seconded a motion to approve the Consent Calendar. The motion carried unanimously.

The Consent Calendar consisted of the following items:

- A. Approval of Minutes – May 17, 2016
Staff recommendation: Approve minutes of the Public Safety Commission Regular meeting of May 17, 2016.
- B. Parks & Recreation Department – Monthly Report for May 2016
Staff recommendation: Receive and file.
- C. Parks & Recreation Department – Monthly Report for June 2016
Staff recommendation: Receive and file.

ITEM 4. OLD BUSINESS

- A. Council Assignments for Fiscal Year 2016-2017
Recommended Action: Prioritize Council Assignments for Fiscal Year 2016-2017.

Recreation Manager Riesgo presented the report.

CONSENSUS

By consensus, the Commission agreed to prioritize the following assignments:

- Review and comment on the Integrated Pest Management Policy and Program (assignment #3).
- Consider implementing a reservation system for the picnic areas and multi-purpose field at Trancas Canyon Park (assignment #6).
- Review the Department's recreation offerings and make recommendations as deemed appropriate (assignment #10).
- Submit a report to the City Council on the limitations and scheduling conflicts for athletic fields in Malibu (assignment #11).

ITEM 5. NEW BUSINESS

None.

ITEM 6. STAFF UPDATES

Recreation Manager Riesgo presented the report, which included:

- The next Cars and Coffee event will take place on Sunday, July 24. The dates for this event have been changed to the second and fourth Sunday of each month, excluding holidays or special events. Apollo's Espresso & Shave Ice provides vendor services at the event.
- There will be a meeting with the California Coastal Commission and the City Manager regarding the Bluffs Open Space Parkland Project on August 23. Feedback from the California Coastal Commission has been for the park to be more visitor-serving. Staff is reviewing the options of a regional park that may include educational components and a type of visitor center.
- The Multi-Purpose field at Malibu Bluffs Park is currently closed for reseeding and will reopen August 14.
- The joint use agreement with the Santa Monica-Malibu Unified School District was approved by the City Council on July 11, 2016.
- The City Council directed staff to discontinue the use of all pesticides at City-owned parks, roads and property. The Environmental Sustainability Department is working on an earth-friendly management policy.
- Motion sensor lights have been installed at the Las Flores Creek Park restroom facility. The lights also comply with the dark sky ordinance.
- Summer Camps began June 13 at three different locations: Malibu Bluffs Park, Malibu High School and Surfrider Beach. The camps currently hold a 76% success rate, with the Surf Camp at capacity with a waiting list.
- In an effort to reduce paper waste, Commissioners will no longer receive agenda packets in the mail, but will get an e-mail with the agenda and staff reports beginning August 2016.

Recreation Manager Riesgo reported the following staff changes in the Parks and Recreation Department:

- Parks and Recreation Director Bob Stallings is retiring effective August 1.
- Recreation Manager Riesgo will be the Commission's staff liaison.
- Recreation Coordinator Dylan Gunning is no longer working for the City and Recreation Assistant Adrianna Fiori will be assisting the department with community classes, including afterschool programs at Point Dume Marine Science School.
- Recruitment for a new Parks and Recreation Director will begin in August.

ITEM 7. COMMISSIONER COMMENTS

Vice Chair Petretti reported she received numerous positive comments from the community on the Funny Zoo Art installation. She also complimented the senior program and the success of the summer camps. She stated she attended the Concert on the Bluffs and hopes it will be an annual event.

Chair Randall complimented the success of the Cars and Coffee event, with 110 participants at the last event. He stated he would like to see the City continue the program.

ITEM 8. FUTURE AGENDA ITEMS

- A. Scheduled Use of Trancas Canyon Park Multi-Purpose Field
- B. Shade Covers for Baseball Facilities at Malibu Bluffs Park

ITEM 9. ADJOURNMENT

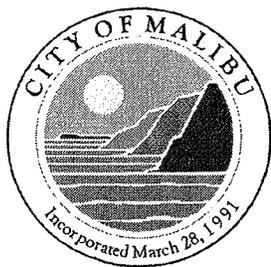
MOTION At 6:26 p.m., Commissioner Principe moved and Vice Chair Petretti seconded a motion to adjourn. The motion carried unanimously.

Approved and adopted by the Parks and Recreation Commission of the City of Malibu on _____.

CARL RANDALL, Chair

ATTEST:

THERESA ODELLO, Recording Secretary



Parks & Recreation Commission Agenda Report

To: Parks & Recreation Commissioners

Prepared by: Brittany Saleaumua, Administrative Assistant *BS*

Approved by: Kristin Riesgo, Recreation Manager *KR*

Date prepared: August 5, 2016 Meeting date: August 16, 2016

Subject: Parks and Recreation Department Monthly Report for July 2016

RECOMMENDED ACTION: Receive and file the summary report of activities, events, projects and programs coordinated by the Parks and Recreation Department during the month of July 2016.

DISCUSSION: During the month of July 2016, the following activities, events, projects, and programs were coordinated by the Parks and Recreation Department:

RECREATION

Fall Sports: Registration for fall youth sports programs, including volleyball, tennis, cheerleading, flag football and cross country began on July 1.

Special Events: Cars and Coffee was held on July 10 and July 24 at Malibu Bluffs Park with more than 100 people in attendance at each event. At the July 24 event, a survey (Attachment 1) was conducted to receive feedback about Cars and Coffee. Questions inquired about frequency of attendance, scheduling of events, source of information regarding the events, and more. Survey respondents were also encouraged to register for e-notifications. The majority of respondents requested the event continue its twice-monthly schedule. A complete summary of the responses is being prepared for the Commission. A follow-up survey is tentatively scheduled for October 2016.

Community Classes: On July 15, participants at the *Summer in a Jar* workshop learned the process of making fruit jam, pickled vegetables and tomato sauce. Over the past year, the monthly Creative Workshops, open to all ages at costs of \$20-25, have regularly been filled to capacity.

Park Tales, a collaboration between the City and the Malibu Library, concluded on July 28. The seven-week summer program, which included stories in the park, a nature walk, snack and a craft had an average attendance of 20 children each week. The fall program is scheduled for October 2016.

Senior Center: In celebration of the Summer Olympics, the July excursion took participants to the Hermosa Beach Playhouse for "Hello Rio," a comedy show with a Brazilian twist.

Free presentations in the Senior Center during July included: "Aramaic Language in Religious Literature," presented by Robert Aldridge, and a guitar concert presented by Arya. Financial events offered in July included "Basics of Annuities: Planning for Income Needs," a Finance Friday event presented by Merrill Lynch, and The Market Beat, a lecture series about the stock market presented by Kal Kladdy. Attendance at The Market Beat is has increased over past lectures, with 14 participants attending in July.

The monthly luncheon on July 21, hosted by Dun and Bradstreet as part of its community service project, included games, activities, musical performances and lunch from D'Amore's. Senior Center members enjoy interacting and socializing with the volunteers at this popular monthly event.

Ten participants hiked Zuma Canyon at the Silver Fox Walk on July 14, an increase over past hikes.

Day Camps: Summer Day Camps were held during the weeks of July 11, 18 and 25 at Malibu Bluffs Park, Malibu High School and Surfrider Beach. Twelve of seventeen programs, including track and field, volleyball, tennis, surf, basketball and soccer, exceeded camp participant minimums, bringing the overall success rate for the months of June and July to 76%. Day Camps continue to receive positive press coverage in the local newspapers, including editorials on the surf, soccer and volleyball camps.

Youth and Adult Sports: Attendance has doubled at Adult Open Gym Basketball this summer with over 30 adults consistently participating. The program is held on Wednesday evenings, from 6:00 to 8:00 p.m., at the Malibu High School Small Gym.

Aquatics: Summer programming at the Malibu Community Pool has been successful, and swim lessons, daily use and Aqua Aerobics all had high attendance in July. The Aqua Aerobics class averages 18 to 20 people, which is the maximum participation for its designated space. Swim lessons continue to maintain a consistent level of participation, with the highest attendance in the Otter (ages 6-11) and Stingray (ages 7-15) classes.

Youth Water Polo finished its summer league on July 18, with the 12 and under team placing second in their summer tournament. The fall program will begin August 29.

Former City lifeguard and 2012 Malibu High School graduate Jordan Wilimovsky will compete in two swimming events at the 2016 Summer Olympic Games in Rio. Wilimovsky will compete in the 1,500-meter pool swim and the 10-kilometer open water swim events.

PARK MAINTENANCE

Bluffs Park: Malibu Bluffs Park was busy through the 4th of July holiday weekend with over 1,000 visitors at the park Saturday through Monday. Security hired to patrol the park after sunset throughout the weekend did not encounter any major disturbances and reported that most visitors abided by park rules. Due to the high volume of holiday visitors remaining in the park after the Michael Landon Center closes, the City rented portable restrooms for the first time this year. The rentals were very successful and the City plans to rent the portables again for the Independence Day weekend in 2017.

Temporary fencing was installed on the Multipurpose Field at Bluffs Park on July 6 for landscape maintenance and turf renovation, which will continue through August 12. The biannual turf renovation program includes soil aeration, dethatching, and application of seed cover (topper) and an organic fertilizer. A manual irrigation program will be utilized until the turf is well established, then will be adjusted as the grass matures. Once the turf renovation is complete, the temporary fencing will be removed and the field will be reopened for the fall season.

A leaking drinking fountain near the Major Baseball Field was repaired by removing a portion of the sidewalk to access the broken pipe below, then pouring new concrete once the pipe was repaired. Names etched in the drying cement were discovered by staff the following day, and immediate action was taken to remove the damage before the cement completely dried.

The rubber stopping mechanism on the playground glider is repaired every 8 to 12 months due to normal wear and tear. Repairs and replacement of the mechanism took place in July, which required the entire glider to be taken completely apart. The rubber stop provides a cushioned stop for visitors using the equipment when gliding from one end of the beam to the other.

Trimming and raising of all overhanging branches at the Bluffs Park trailhead leading from the parking lot was completed. The trailhead provides access to the trails throughout the open space property adjacent to the park.

Michael Landon Center: New informational plaques providing information regarding occupancy limit, authorized access and restroom maintenance were installed in the activity room, kitchen and restrooms. A faulty ballast was replaced in the reception office.

Las Flores Creek Park: The exterior lights at the Las Flores Creek Park restroom have been changed to a motion sensor system. Two sign posts that were blocking sprinkler heads were relocated outside of the irrigated landscape area.

As part of a regular maintenance program to protect the integrity of the wooden playground equipment, a marine spar varnish was applied to the spring toy, teeter totter and stepping blocks at the playground.

Trancas Canyon Park: The combination for the lockbox that contains keys for the facility entrance gate, restrooms and maintenance building was changed in order to further limit access to the facility and reduce the risk of theft.

ATTACHMENTS: Cars and Coffee Survey



Malibu Cars and Coffee

The City of Malibu is evaluating Cars and Coffee to ensure the event is meeting the needs of the community. Please fill out the form below and **thank you in advance for your feedback!**

1. Do you regularly attend Malibu Cars and Coffee at Malibu Bluffs Park? Yes No

IF YES, circle the amount of times you have attended the event in the past two years.

Less than 5 5 – 10 events 10 – 20 events 20+ events

IF NO, please tell us why: _____

2. Do you attend other car events in the City of Malibu or surrounding area regularly?

Yes No

IF YES, which events? _____

3. Do you feel the City's Malibu Cars and Coffee event is a benefit to the community?

Yes No

4. Would you prefer Malibu Cars and Coffee to be offered once or twice a month or should it be discontinued?

Once Twice Discontinue

5. Please indicate the time frame you would prefer Malibu Cars and Coffee to be offered?

7-9am 8-10am

6. Where do you obtain event information and updates about the event? (check all that apply)

Cars and Coffee Website Cars and Coffee Facebook Page

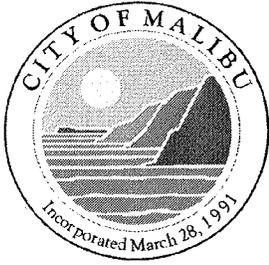
City's Social Media City's Website Word of Mouth Newspaper

Other Social Media Other Specify: _____

7. Are you interested in receiving e-notifications about the event? Yes No

IF YES, include e-mail address: _____

8. Please use the space below to provide any comments, suggestions and/or concerns about Malibu Cars and Coffee.



Parks & Recreation Commission Agenda Report

To: Parks & Recreation Commissioners

Prepared by: Kristin Riesgo, Recreation Manager 

Approved by: Reva Feldman, City Manager

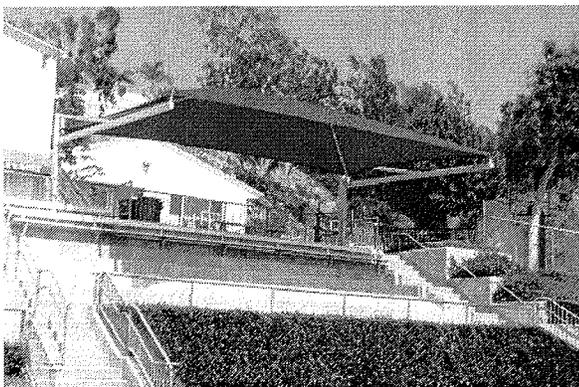
Date prepared: August 8, 2016 Meeting date: August 16, 2016

Subject: Malibu Bluffs Park Baseball Field Shade Structures

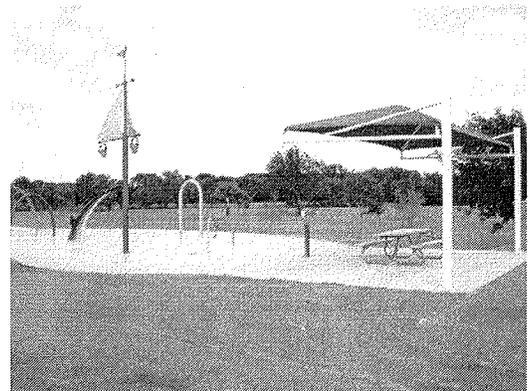
RECOMMENDED ACTION: Review designs and costs for baseball field shade structures at Malibu Bluffs Park and provide feedback to staff.

DISCUSSION: On October 20, 2015, Commissioner Parks requested the Parks and Recreation Director review the options of adding shade structures above the baseball field bleachers at Malibu Bluffs Park. Staff met with a contractor from Great Western Park and Playground Company to determine the proper shade structure that would be suitable for the site. The contractor suggested a cantilever canopy, which would produce the greatest amount of shade and would be the easiest to install.

Below are two cantilever shade design examples and cost estimates, including materials, engineering and installation, for the Commission's review.



Single Baseball Field (2): \$30,300



Two Baseball Fields (4): \$58,100

ATTACHMENTS: None