

Parks and Recreation Commission
Regular Meeting Agenda

Tuesday, January 21, 2020

5:30 P.M.

**City Hall – Multipurpose Room
23825 Stuart Ranch Road**

Call to Order

Roll Call

Pledge of Allegiance

Approval of Agenda

Report on Posting of Agenda – January 17, 2020

1. Ceremonial/Presentations

- A. Administration of Oath of Office
- B. Election of Officers
- C. Presentation Regarding Community Services Department Classes and Events

2. Written and Oral Communications from the Public and Commissioners

- A. Communications from the public concerning matters which are not on the agenda but for which the Commission has subject matter jurisdiction. The Commission may not act on these matters at this meeting.

3. Consent Calendar

- A. Previously Discussed Items

None.

- B. New Items

- 1. Approval of Minutes

Recommended Action: Approve the minutes for the November 19, 2019 Parks and Recreation Commission Regular Meeting.

Staff contact: Administrative Assistant Saleaumua, 456-2489 ext. 349

2. Community Services Department Monthly Report

Recommended Action: Receive and file a report of activities, events, projects, and programs coordinated by the Community Services Department during November and December 2019.

Staff contact: Administrative Assistant Saleaumua, 456-2489 ext. 349

4. Old Business

None.

5. New Business

A. Legacy Park Programming

Recommended Action: Discuss and recommend options for Community Services Department programs at Legacy Park.

Staff contact: Community Services Deputy Director Riesgo, 456-2489 ext. 350

B. Las Flores Creek Park Dog Park

Recommended Action: Discuss potential options and locations for a dog park at Las Flores Creek Park.

Staff contact: Community Services Director Bobbett, 456-2489 ext. 225

6. Staff Updates

7. Commissioner Reports, Comments and Inquiries

Future Agenda Items

Adjournment

Future Meetings

Tuesday, February 18, 2020	5:30 p.m.	Regular Meeting	City Hall Multipurpose Room
Tuesday, March 17, 2020	5:30 p.m.	Regular Meeting	City Hall Multipurpose Room
Tuesday, April 21, 2020	5:30 p.m.	Regular Meeting	City Hall Multipurpose Room

Guide to the City Commission Proceedings

The Oral Communication portion of the agenda is for members of the public to present items which are not listed on the agenda but are under the subject matter jurisdiction of the Commission. Although no action may be taken, the Commission and staff will follow up, at an appropriate time, on those items needing response. Each speaker is limited to (3) three minutes. Time may be surrendered by deferring (1) one minute to another speaker, 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 beginning of the item being announced by the Chair (forms are available at the entrance to the meeting room). Speakers are taken in the order slips are submitted.

Items in Consent Calendar Section A have already been considered by the Commission at a previous meeting where the public was invited to comment, after which a decision was made. These items are not subject to public discussion at this meeting because the vote taken at the previous meeting was final. Resolutions concerning decisions made at previous meetings are for the purpose of memorializing the decision to assure the accuracy of the findings, the prior vote, and any conditions imposed.

Items in Consent Calendar Section B have not been discussed previously by the Commission. If discussion is desired, an item may be removed from the Consent Calendar for individual consideration. Commissioners 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. Items excluded from the Consent Calendar will be taken up by the Commission following the action on the Consent Calendar. The Commission first will take up the items for which public speaker requests have been submitted. Public speakers shall follow the rules as set forth under Oral Communication.

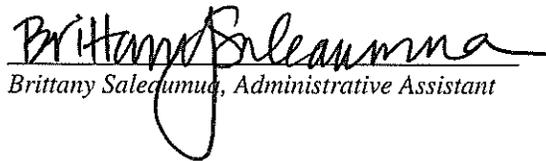
Old Business items have appeared on previous agendas but have either been continued or tabled to this meeting with no final action having been taken. Public comment shall follow the rules as set forth under Oral Communication.

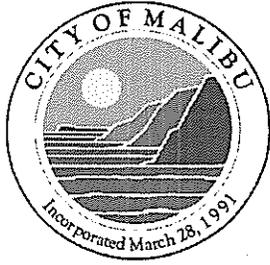
Items in New Business are items which are appearing for the first time for formal action. Public comment shall follow the rules as set forth under Oral Communication.

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 Yolanda Bundy, (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 17th day of January 2020 at 3:30 p.m.


Brittany Salecumua, Administrative Assistant



Parks and Recreation Commission Agenda Report

Parks and Recreation
Commission Meeting
01-21-20

**Item
3.B.1.**

To: Chair Villablanca and Members of the Parks and Recreation Commission

Prepared by: Brittany Saleaumua, Administrative Assistant 

Reviewed by: Kristin Riesgo, Community Services Deputy Director

Approved by: Jesse Bobbett, Community Services Director 

Date prepared: December 2, 2019 Meeting date: January 21, 2020

Subject: Approval of Minutes

RECOMMENDED ACTION: Approve the minutes for the November 19, 2019 Parks and Recreation Commission Regular Meeting.

DISCUSSION: Staff has prepared draft minutes for the November 19, 2019 Parks and Recreation Commission Regular Meeting.

ATTACHMENTS: November 19, 2019 Regular Meeting minutes

MINUTES
PARKS AND RECREATION COMMISSION
REGULAR MEETING
NOVEMBER 19, 2019
MULTIPURPOSE ROOM
5:30 P.M.

CALL TO ORDER

Chair Villablanca called the meeting to order at 5:35 p.m.

ROLL CALL

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

PRESENT: Chair Judy Villablanca; Commissioners Georgia Goldfarb (arrived at 5:38 p.m.), Suzanne Guldimmann, and Hamish Patterson

ABSENT: Vice Chair Robert Wells

ALSO PRESENT: Kristin Riesgo, Community Services Deputy Director; Lisa Crespo, Recreation Coordinator; and Brittany Saleaumua, Administrative Assistant

PLEDGE OF ALLEGIANCE

Commissioner Guldimmann led the Pledge of Allegiance.

APPROVAL OF AGENDA

MOTION Commissioner Guldimmann moved, and Commissioner Patterson seconded a motion to approve the agenda. The motion carried 3-0, Vice Chair Wells and Commissioner Goldfarb absent.

REPORT ON POSTING OF AGENDA

Administrative Assistant Saleaumua reported that the agenda for the meeting was properly posted on November 15, 2019.

ITEM 1 CEREMONIAL/PRESENTATIONS

A. Staff Update Regarding Senior Center Programs

Recreation Coordinator Crespo presented an update regarding Senior Center programs, partnerships, and events.

Commissioner Goldfarb arrived at 5:38 p.m.

In response to Commissioner Patterson, Deputy Director Riesgo stated staff had provided a list of Senior Center members to emergency personnel during the Woolsey Fire.

B. Election of Officers

Chair Villablanca stated elections could not take place without all five Commissioners present. She stated elections would be tabled until the December 17, 2019 Regular meeting.

ITEM 2 WRITTEN AND ORAL COMMUNICATIONS FROM THE PUBLIC

None.

ITEM 3 CONSENT CALENDAR

MOTION Commissioner Patterson moved, and Commissioner Guldemann seconded a motion to approve the Consent Calendar. The motion carried 4-0, Vice Chair Wells absent.

The Consent Calendar consisted of the following items:

A. Previously Discussed Items

None.

B. New Items

1. Approval of Minutes

Recommended Action: Approve the minutes for the September 17, 2019 Parks and Recreation Commission Regular Meeting and the October 8, 2019 Parks and Recreation Commission Special Meeting.

2. Community Services Department Monthly Report

Recommended Action: Receive and file report of activities, events, projects, and programs coordinated by the Community Services Department during September and October 2019.

ITEM 4 OLD BUSINESS

None.

ITEM 5 NEW BUSINESS

A. Program Cancellation and Refund Policy

Recommended Action: 1) Review the Draft Program Cancellation and Refund Policy; and 2) Recommend the Draft Program Cancellation and Refund Policy for City Council approval.

Community Services Deputy Director Riesgo presented the staff report.

In response to Commissioner Goldfarb, Community Services Deputy Director Riesgo clarified the difference between non-refundable fees and pro-rated refunds.

Chair Villablanca recommended clarifying language under Section 4.B.1. Participant Initiated Withdrawals and Application Period to state seven days before the program start date.

MOTION Commissioner Guldemann moved, and Chair Villablanca seconded a motion to recommend the Draft Program Cancellation and Refund Policy for City Council approval with revised language to Section 4.B.1 Participant Initiated Withdrawals and Application Period to state seven days before the program start date. The motion carried 4-0, Vice Chair Wells absent.

ITEM 6 STAFF UPDATES

Community Services Deputy Director Riesgo provided an update regarding volunteer planting projects, park maintenance projects, programs, and upcoming events.

ITEM 7 COMMISSIONER REPORTS, COMMENTS AND INQUIRIES

Commissioner Patterson stated the rubber playground surface at Trancas Canyon Park was beginning to crack. He stated dogs at Trancas Canyon Park had been seen in the playground area, which could cause safety concerns.

Deputy Director Riesgo stated she would review park restrictions and opportunities for additional signage.

Commissioner Guldemann requested monthly staff updates regarding the status of Charmlee Wilderness Park.

Commissioner Goldfarb requested the installation of raptor poles at Trancas Canyon Park.

FUTURE AGENDA ITEMS

Las Flores Creek Dog Park
Legacy Park Programming
Parks Master Plan Priorities

ADJOURNMENT

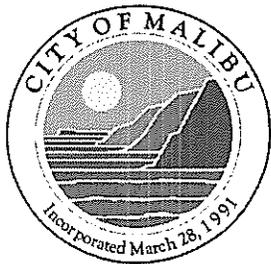
MOTION At 6:37 p.m., Chair Villablanca moved, and Commissioner Patterson seconded a motion to adjourn the meeting. The motion carried 4-0, Vice Chair Wells absent.

Approved and adopted by the Parks and Recreation Commission of the City of Malibu on December 17, 2019.

JUDY VILLABLANCA, Chair

ATTEST:

BRITTANY SALEAUMUA, Administrative Assistant



Parks and Recreation Commission Agenda Report

Parks and Recreation
Commission Meeting
01-21-20

**Item
3.B.2.**

To: Chair Villablanca and Members of the Parks and Recreation Commission

Prepared by: Brittany Saleaumua, Administrative Assistant *BS*

Reviewed by: Kristin Riesgo, Community Services Deputy Director

Approved by: Jesse Bobbett, Community Services Director *JB*

Date prepared: January 13, 2020 Meeting date: January 21, 2020

Subject: Community Services Department Monthly Report

RECOMMENDED ACTION: Receive and file a report of activities, events, projects, and programs coordinated by the Community Services Department during November and December 2019.

DISCUSSION: During November and December 2019, the following activities, events, projects, and programs were coordinated by the Community Services Department:

NOVEMBER

RECREATION

After-school Enrichment Programs: The Young Actors Project led a theater and improv workshop at Webster and Malibu Elementary Schools.

Aquatics: The Youth Water Polo Program ended on November 17 with 37 swimmers. Swimmers practiced twice a week and played games on Saturdays in the Ventura County Youth Water Polo League.

On November 17, Lifeguards attended an in-service training covering cardiopulmonary resuscitation (CPR), rescue readiness, tower entry, and lifeguard rotation skills. In-service trainings focus on refreshing and sharpening lifesaving skills in addition to practicing physical competency.

Resiliency Program: The Astronomy Night event at Malibu Bluffs Park took place on November 8. The event was a partnership between the City, the Malibu Library, and the L.A. Astronomical Society, which included an astronomy lecture, arts and crafts, and telescopes for 80 attendees. Star Wars™ characters from the 501st Legion were also on hand for photographs and coffee was donated by The Coffee Bean and Tea Leaf.

Senior Center: Los Angeles Metro hosted a transit lecture on November 8 for local seniors. Attendees learned how to use the Metro system and read Metro maps.

Simpler Horizons Insurance Agency presented a Medicare educational lecture on November 13. Participants learned about Medicare and updates to the system in 2020.

Senior aviation enthusiasts enjoyed the November excursion to the Proud Bird Aviation Museum and food hall on November 14. Attendees explored the grounds, sampled various cuisine, and finished the day at the Flight Path Museum and Learning Center in Los Angeles.

Senior Center members gathered for the monthly luncheon on November 21. Attendees enjoyed a delicious Thanksgiving meal from Buca di Beppo and entertainment from local comedian Michael Sherman.

Throughout November, Senior Center members were encouraged to update their City membership form and emergency contact information. Those who updated their form received a free reusable ceramic mug. The mugs were available through the end of 2019 and will help replace single-use paper cups in 2020. Additionally, the Senior Center replaced all single-use plastic coffee creamers with larger creamer pumps to create a more sustainable Senior Center.

Sports: Season-opening coaches meetings and player drafts for the Youth and Middle School Basketball Program took place on November 13 and 14. Coaches drafted teams, reviewed coach expectations, and received player uniforms and a league handbook.

Middle School Sports programs such as Coed Cross Country, Girls Tennis, and Girls Volleyball concluded the week of November 15. A total of 48 participants in grades 6 through 8 participated in the program.

Sports programs offered during the fall season included flag football and tennis. The Youth Flag Football Program concluded on November 6 with 16 participants. Youth and adult tennis classes concluded on November 23 with 16 total participants.

Volunteers: A group of Pepperdine University students planted over 450 native pollinator plant plugs at Trancas Canyon Park on November 5. The plants will help vegetate the burned hillside between the driveway and parking lot as well as the butterfly garden near the restrooms.

Pepperdine University staff and students planted over 1,000 native pollinator plant plugs on November 18 at Las Flores Creek Park. The plant plugs were part of the Monarch Pollinator Habitat Kit awarded to the City from the Xerces Society.

PARK MAINTENANCE

Legacy Park: Staff worked with the L.A. County Sheriff's Department to remove debris from a homeless encampment. Deputies were on-site during the cleanup process to ensure the safety of workers.

Weed abatement was completed throughout the interior creek and detention basin. The removal process took several weeks from October through November.

Mulch and native plants were installed as part of the Landscape Rehabilitation project. The project also included the installation of chicken wire around 15 individual plots to discourage wildlife from damaging plants. Additionally, staff installed new irrigation to ensure that the new plants received the appropriate amount of water.

Repaired the decomposed granite (DG) path due which was washed out from recent rains.

Malibu Bluffs Park: Repaired an electrical breaker box near the storage bin that was damaged due to vandalism.

Replaced and installed two wooden signposts and concrete footings in the Ocean Friendly Garden.

Trancas Canyon Park: Replaced barrier fencing, stakes, and caution tape around the septic system and damaged irrigation valves.

DECEMBER

RECREATION

Aquatics: The Malibu Seawolves Swim Team Winter Season began December 2 with 23 participants registered for the program. The Malibu Aquatics Foundation will begin a Junior Lifeguard Training Program in January 2020 to help increase enrollment, which is down 29% from the same session in 2019.

Senior Center: On December 6, Friends of the Malibu Library sponsored a Holiday Gift Tag Workshop. Five seniors participated in the workshop, which allowed them to create a personalized work of art to place on top of gifts during the holidays.

The Senior Center hosted a winter-themed luncheon and dance recital on December 12. The event began with a performance from the Ballet and Tap classes before moving to

the Multipurpose Room for lunch and a holiday sing-along with the Malibu Senior Center Choir.

The fall session of Emeritus College classes concluded on December 13. The Creative Writing and Drawing and Painting programs will return for the winter session on January 6. The Autobiography and Poetry and Fiction classes will return in Spring 2020.

Fifteen seniors enjoyed the December excursion to Long Beach for a tour of the Queen Mary on December 19. The group enjoyed lunch at the Yard House before taking a guided tour of the Cunard exhibits.

Esperance Center, a residential group home and community integration organization for adults living with developmental disabilities hosted their monthly theater day on December 26. Twenty adults enjoyed the screening of a movie and lunch at the Senior Center.

Special Events: The City's annual Breakfast with Santa event took place on Saturday, December 14 at Malibu City Hall. The event included arts and crafts, bookmark designing, a pancake breakfast, a raffle, and photos with Santa. Attendees could bring a new toy to benefit the Spark of Love Toy Drive, allowing them to receive one complimentary breakfast.

Sports: The Coed Youth and Middle School Basketball Leagues began on December 6 and 7. The leagues consist of 16 teams, 158 participants, and 32 volunteer coaches.

The Girls Basketball Clinic began on December 7 with nine participants. Players will develop fundamentals during weekly clinics through February 2020.

Itty Bitty Basketball, designed for ages three to five, began on December 7 with 23 participants. The program is a parent and me program designed to help children gain an introduction to basketball skills in an age-appropriate environment using modified equipment.

PARK MAINTENANCE

Las Flores Park: Installed mulch in various locations throughout the park to promote the healthy growth of plants.

Repaired damaged sections of the playground surface that had begun to crack and pull away from the concrete perimeter.

Legacy Park: Repaired an electrical outlet and amp breaker for the irrigation controllers due to a faulty breaker.

Replaced four trash can liners and lids that were damaged due to vandalism.

Installed mulch in various locations throughout the park to promote the healthy growth of plants.

Malibu Bluffs Park: Installed temporary fencing around the Multipurpose Field for the bi-annual field maintenance renovation. The baseball fields were also closed for annual field maintenance. Renovations included drill and fill aeration, soil amendment (sand fill), dethatch, verticut, overseed, and seed cover topper. Signs were posted around the perimeter, and a new irrigation watering schedule was programmed to ensure successful seed germination.

Trancas Canyon Park: Replaced worn swing set chains for the belt and bucket swing sets.

ATTACHMENTS: None.



Parks and Recreation Commission Agenda Report

Parks and Recreation
Commission Meeting
01-21-20

**Item
5.A.**

To: Chair Villablanca and Members of the Parks and Recreation Commission

Prepared by: Kristin Riesgo, Community Services Deputy Director

Approved by: Jesse Bobbett, Community Services Director 

Date prepared: December 10, 2019 Meeting date: January 21, 2020

Subject: Legacy Park Programming

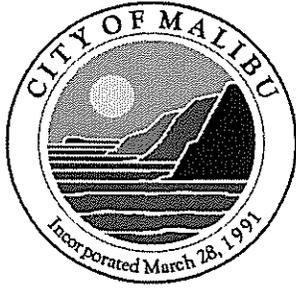
RECOMMENDED ACTION: Discuss and recommend options for Community Services Department programming at Legacy Park.

DISCUSSION: The Parks and Recreation Commission was given an assignment by the City Council to review Community Services Department program offerings and make recommendations as deemed appropriate, including the incorporation of various programs at local schools.

At the Regular meeting on November 19, 2019, the Commission received a staff update related to programs and projects at Legacy Park. By Consensus, the Commission requested the item be added to a future agenda.

The Commission may discuss options and ideas for program offerings at Legacy Park. Additionally, the Commission should only consider programs that would stay within the passive recreation guidelines for Legacy Park, and other City permitting requirements.

ATTACHMENTS: None.



Parks and Recreation Commission Agenda Report

Parks and Recreation
Commission Meeting
01-21-20

**Item
5.B.**

To: Chair Villablanca and Members of the Parks and Recreation Commission

Prepared by: Kristin Riesgo, Community Services Deputy Director

Approved by: Jesse Bobbett, Community Services Director (JB)

Date prepared: January 9, 2020 Meeting date: January 21, 2020

Subject: Las Flores Creek Park Dog Park

RECOMMENDED ACTION: Discuss potential options and locations for a dog park at Las Flores Creek Park.

DISCUSSION: The Parks and Recreation Commission was given an assignment by the City Council to review the potential placement of park enhancements or equipment at City Parks. During the Special meeting on October 8, 2019, the Commission toured Las Flores Creek Park and heard feedback from the public regarding the need for a dog park in eastern Malibu. By consensus, the Commission requested an item be added to a future agenda to discuss the potential for a dog park at Las Flores Creek Park.

Las Flores Creek Park opened to the public in 2008 as part of the Las Flores Canyon Creek Restoration and Las Flores Creek Park Project (Project)(Attachment 1). The park was built on both sides of Las Flores Canyon Creek and features walking trails, a playground, picnic tables, and restrooms. Due to the location of the Project and its proximity to Environmentally Sensitive Habitat Area (ESHA), the Project required a Coastal Development Permit (CDP), a Conditional Use Permit (CUP), and an Initial Study under the California Environmental Quality Act (CEQA). The purpose of the Initial Study was to identify any potential environmental impacts of the project and to avoid or mitigate those impacts, if feasible.

The City of Malibu Parks and Recreation Master Plan (Master Plan) was adopted on June 24, 2013, after a seven-month community outreach process. The purpose of the Master Plan was to review the current recreational amenities and programs offered by the City, determine unmet recreational needs, and prioritize those needs. The Master Plan

identified off-leash dog parks as the number four overall priority for park facilities/amenities in Malibu (Attachment 2).

The Commission may discuss potential options for a dog park at Las Flores Creek Park, including size and location. If the Commission determines a suitable location for a dog park within Las Flores Creek Park, an item will be brought back at an upcoming meeting for additional public feedback and analysis regarding the specifically identified location. Any dog park would most likely require a new CDP and an Addendum to the Initial Study before final approval from the Planning Commission and City Council. Additional permits may be required depending on the findings of the Addendum to the Initial Study.

ATTACHMENTS: 1) Map of Las Flores Creek Park
2) Facility/Amenities Priority Rankings, Parks Master Plan

Las Flores Creek Park





1.8.1 FACILITY/AMENITY PRIORITY RANKINGS

The top five facility and amenity priorities for the community were walking, biking trails and greenways, small neighborhood parks, indoor swimming pools, off-leash dog parks and multi-generational community center.

Malibu	
Facility/Amenity Priority Rankings	
	Overall Ranking
Walking, biking trails and greenways	1
Small Neighborhood Parks	2
Indoor Swimming Pools	3
Off-leash dog parks	4
Multi-generational Community Center	5
Community Gardens	6
Outdoor Swimming Pools	7
Adventure Facility (rock wall, ropes course. etc.)	8
Outdoor Tennis Courts	9
Visual / Performing Arts Facility	10
Large Community Parks	11
Small Family Picnic Areas and Shelters	12
Amphitheater	13
Nature Center	14
Skateboard Parks	15
Teen Center	16
Youth Soccer Fields	17
Playground Equipment	18
Outdoor Basketball Courts	19
Multi-purpose Fields (Lacrosse, etc.)	20
Youth baseball and softball fields	21
Disc Golf Course	22
Year-round synthetic fields	23
Large Group Picnic Areas and Shelters (50+)	24
Equestrian Trails	25
Adult Baseball and Softball Fields	26
Youth Football Fields	27
Adult Soccer Fields	28