

**This meeting will be held via teleconference only in order to reduce the risk of spreading COVID-19 and pursuant to AB361. All votes taken during this teleconference meeting will be by roll call vote, and the vote will be publicly reported.**

**HOW TO VIEW THE MEETING:** No physical location from which members of the public may observe the meeting and offer public comment will be provided. The meeting will be live streamed at <https://malibucity.org/video> and <https://malibucity.org/VirtualMeeting>.

**HOW TO PARTICIPATE BEFORE THE MEETING:** Members of the public are encouraged to submit email correspondence to [kriesgo@malibucity.org](mailto:kriesgo@malibucity.org) before the meeting begins.

**HOW TO PARTICIPATE DURING THE MEETING:** Members of the public may also speak during the meeting through the Zoom application. The City requests that you sign up to speak before the item you would like to speak on has been called by the Chair and then you must be present in the Zoom conference to be recognized.

Please visit <https://malibucity.org/VirtualMeeting> and follow the directions for signing up to speak and downloading the Zoom application.

**Parks and Recreation Commission**  
**Regular Meeting Agenda**  
**(to be held during COVID-19 emergency)**

**Tuesday, October 17, 2023**

**5:30 P.M.**

**Various Teleconference Locations**

**YOU MAY VIEW THIS MEETING LIVE OVER THE INTERNET AT**  
**[MALIBUCITY.ORG/VIDEO](https://malibucity.org/video)**

Call to Order

Roll Call

Pledge of Allegiance

Approval of Agenda

Report on Posting of Agenda – October 13, 2023

1. **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.
2. **Consent Calendar**

A. Previously Discussed Items

None.

B. New Items

1. Community Services Department Monthly Report

Recommended Action: Receive and file a report of activities, events, projects, and programs coordinated by the Community Services Department in September 2023.

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

3. Old Business

None.

4. New Business

A. Snack Shack

Recommended Action: Review and provide feedback regarding the design of the permanent snack shack at Malibu Bluffs Park.

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

5. Staff Updates

6. Commissioner Reports, Comments and Inquiries

Future Agenda Items

Adjournment

Future Meetings

Tuesday, November 21, 2023	5:30 p.m.	Regular Meeting	Location to be determined
Tuesday, December 19, 2023	5:30 p.m.	Regular Meeting	Location to be determined
Tuesday, January 16, 2024	5:30 p.m.	Regular Meeting	Location to be determined

Guide to the City Commission Proceedings

As a result of the Coronavirus (COVID-19) pandemic, the City is under a state of local emergency. In order to reduce the risk of spreading COVID-19, the Commission meeting will be open and public but conducted virtually because meeting in person would present imminent risks to the health or safety of attendees. This way the public, the staff, and the Commission will not be physically in the same place.

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. Members of the public wishing to speak during the meeting must participate through the Zoom application. The City requests that you sign up to speak before the item you would like to speak on has been called by the Chair and then you must be present in the Zoom conference to be recognized. Please visit <https://malibucity.org/VirtualMeeting> and follow the directions for signing up to speak and downloading the Zoom application.

**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 office of the City Manager, and available upon request by emailing [kriesgo@malibucity.org](mailto:kriesgo@malibucity.org).*

*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 [media@malibucity.org](mailto:media@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 13<sup>th</sup> day of October 2023, at 3:00 p.m.

  
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Kristin Riesgo, Community Services Director



# Parks and Recreation Commission Agenda Report

Parks and Recreation  
Commission Meeting  
10-17-23

**Item  
2.B.1.**

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

Approved by: Kristin Riesgo, Community Services Director

Date prepared: October 11, 2023 Meeting date: October 17, 2023

Subject: Community Services Department Monthly Report

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**RECOMMENDED ACTION:** Receive and file a report of activities, events, projects, and programs coordinated by the Community Services Department in September 2023.

**DISCUSSION:** The Community Services Department coordinated the following activities, projects, and programs in September 2023.

## **RECREATION**

**Aquatics:** The fall session of learn to swim lessons began on September 23 and included instruction in water safety and swim stroke techniques. There are 12 children, ages 1 through 7, participating in the program.

The youth water polo program, instructed by the Los Angeles Water Polo Foundation, began on September 6. The program has 31 registered participants, ages 10 through 14.

**Community Classes:** Afterschool programs in partnership with the Boys and Girls Club of Malibu began September 6 at Malibu Elementary School and Webster Elementary School. Classes included all sorts of sports and LEGO® engineering, with forty participants taking the twelve-week session.

Over 80 participants are taking various community classes, which began the week of September 12. Programs include ballet, barre fitness, cheer and dance, flag football, hip hop, music together, soccer, surfing, and tai chi.

On September 29, four students created vibrant color tea towels in the ice-dyeing workshop held at Malibu Bluffs Park.

Outdoor Recreation: On Friday, September 29, a full moon hike took place at Charmlee Wilderness Park. Sixteen individuals participated in a two-mile walk from the old ranch ruins to the reservoir lookout. Participants saw a native Southern California toad and heard many nocturnal insects.

Seniors: Weekly senior recreation programs continued in the Senior Center at City Hall and Malibu Bluffs Park. Existing programs include art trek, ballet slim and trim, cardio salsa, chair yoga, choir, knitting, mat yoga, Pilates, relax through coloring, stretch and strength, and tap/jazz dance combo.

Ten participants participated in Tech Help on September 12 and 26. Attendees received one-on-one help with their smartphones, tablets, and laptops.

A build-your-own birdhouse activity took place on September 13 at the Senior Center. Participants received supplies, step-by-step birdhouse building guidelines, and a bag of bird feed.

On September 19, 19 seniors went on an excursion to The Getty Center. Attendees enjoyed the museum and viewed art, modern design, unique gardens, and city views. Participants ate lunch at the Getty Center restaurant; or brought food and had a picnic on the lawn.

Seventy-eight participants enjoyed the monthly luncheon on September 28. Attendees enjoyed lunch catered by Stonefire Grill, which included barbecue chicken, coleslaw, baked beans, and garlic bread. A Dolly Parton impersonator performed songs and posed for pictures.

Social Media: Department social media featured fall program registration, art events, special events, and senior center programs. Social media analytics concluded that a new reach of 494 accounts, which is an increase of 14.6% from previous months.

Special Events: Park Tales, "Falling for Books," occurred at Malibu Bluffs Park on September 7. Twelve families participated in a story time event and received a giveaway bag with city program flyers, snacks, stickers, and an art activity supplied by the Malibu Library.

On September 17, the Tiny Tot Olympic Games were at Malibu Bluffs Park for children ages two through six. Over 100 children participated in 12 Olympics-themed sports stations. Event highlights included an art activity, bounce houses, and sports stations led by class instructors and volunteers from Pepperdine University.

Sports: Youth tennis classes began on September 9 at Malibu High School with seven participants, ages 7 through 10. Tennis programs are held each Saturday through mid-November and instructed by tennis professional John Rom.

The fall coed adult softball league began on September 24. Five teams play games on Sundays at the Malibu Bluffs Park Pony Field.

## **PARK MAINTENANCE**

Charmlee Park: Installed 80 yards of mulch throughout all landscaped planters. Mulch benefits include reduced water usage, weed suppression, improved soil composition, reduced soil compaction, enhanced landscape health, and improved park landscape aesthetics.

Removed large, downed tree branches and a large section of a multi-trunk oak tree that was split and damaged during a tropical rainstorm.

Replaced two faulty fluorescent lightbulbs.

Equestrian Park: Graded horse arenas, staging areas in the main parking lot, and the pathways along the outside perimeter of both arenas. Cleared storm drains of excess dirt.

Replaced two mirrors, one in each of the restrooms. The existing mirrors were in disrepair due to etched graffiti.

Las Flores Park: Installed 120 yards of mulch throughout all landscaped planters.

Medians and Parkways: Installed 200 yards of mulch throughout all parkways and median landscaped planters.

Michael Landon Center: Completed rodent exclusion in the storage room attic space and set up live traps (catch and release). Following the exclusion, there was no evidence of rodent activity in that building section. However, staff found rodent activity in the restroom pipe chase and the attic above the restrooms. Live traps were installed for catch and release.

Installed a lock and hasp onto the electrical panel for the Michael Landon Center. The original locking mechanism for the panel was broken and unserviceable.

Replaced a faulty flush valve kit for a stall in the women's exterior restroom and installed two new brass isolation valves for two independent stalls in the women's restroom.

Placed 25 sandbags on the roof of the Michael Landon Center. The sandbags will replace existing bags that currently hold a tarp in place. The tarp is temporarily protecting the roof until repairs are completed.

Trancas Canyon Park: Replaced faulty climbing chain and hardware for the playground equipment for ages 5 through 12.

Installed three new park signs on the hillside adjacent to the playground. The signs inform visitors that for their safety, the hillside is not a play area and to please keep off.

Installed two new mirrors, one in each restroom.

Removed a blockage from the drainage system for the drinking fountain near the restroom building. An electric snake was used to free the blockage.

ATTACHMENTS: None.



# Parks and Recreation Commission Agenda Report

Parks & Recreation  
Commission Meeting  
10-17-23

**Item  
4.A.**

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

Prepared by: Kristin Riesgo, Community Services Director

Date prepared: October 12, 2023 Meeting date: October 17, 2023

Subject: Malibu Bluffs Park Snack Shack

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**RECOMMENDED ACTION:** Review and provide feedback regarding the design of the Malibu Bluffs Park permanent snack shack.

**DISCUSSION:** On June 26, 2023, the City Council approved an assignment for the Parks and Recreation Commission to provide feedback and recommendations regarding the design of the permanent snack shack at Malibu Bluffs Park.

On March 27, 2023, the City Council authorized staff to initiate demolition of the old snack shack, complete site clean/up, and purchase a food service trailer. Due to the Los Angeles County Department of Public Health (Department of Public Health) requirements for cleaning and food preparation in a portable food service trailer facility, this option became complicated, required additional staffing, and was cost-prohibitive. Instead, the City purchased a temporary replacement container, portable canopies, a refrigerator, tables, an electric grill, and other items to operate a temporary snack shack. The Department of Public Health conducted a site visit, inspected the facility, and approved a Temporary Food Facility permit.

The new temporary snack shack opened on May 31, 2023, and Malibu Little League (MLL) provided food services on closing day and throughout the all-star baseball season. While the temporary facility served some of MLL's needs, there were challenges. The goal is a permanent facility with a full-service kitchen, guest service area, and utilities.

At the October 18, 2022 Regular meeting, the Commission expressed interest in a comprehensive design plan to address the snack shack, storage, and restroom facilities. A potential new structure could include the three elements into one facility.



The current space contains four storage containers and two portable restrooms in the snack shack area (Attachment 1).

- Container 1 – City of Malibu storage
- Container 2 – Temporary snack shack
- Container 3 – Malibu Little League storage
- Container 4 – Malibu Little League (formerly Pony Baseball League) storage

The approximate size of the location of containers 1 to 3 and the portable restroom area is 2,100 square feet (140 ft length by 15 ft wide).

The Commission is asked to provide feedback regarding the type of building, size, building elements, snack shack amenities, etc. Consideration should also be given in relation to a prefabricated facility. Staff will return with general design options based on the Commission's feedback.

ATTACHMENTS: Map of Malibu Bluffs Park Snack Shack Area

# Snack Shack Area Malibu Bluffs Park

