



AGENDA
CITY OF EL SEGUNDO
RECREATION AND PARKS COMMISSION
6:00 PM
CITY COUNCIL CHAMBER
350 MAIN STREET
EL SEGUNDO, CA 90245
OCTOBER 16, 2024

MEMBERS OF RECREATION AND PARKS COMMISSION

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

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

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

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

CALL TO ORDER/ROLL CALL

PLEDGE OF ALLEGIANCE

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

A. CONSENT

1. Recreation and Park Commission Regular Meeting Minutes from September 18, 2024

Recommendation -

1. Approve Recreation and Parks Commission regular meeting minutes from September 18, 2024.
2. Alternatively, discuss and take other action related to this item.

B. UNFINISHED BUSINESS

C. NEW BUSINESS

2. Employee Spotlight: Diego Zavala

Recommendation -

1. Receive and File the Employee Spotlight report.
2. Alternatively, discuss and take other action regarding this item.

3. Recreation Scholarship Program Review

Recommendation -

1. Review proposed changes and provide direction or feedback.
2. Alternatively, discuss and take other action related to this item.

D. REPORTS - RECREATION, PARKS AND LIBRARY DIRECTOR

E. REPORTS - RECREATION AND PARKS STAFF

F. REPORTS - COMMISSIONERS

MARC CAVAGNOLO

DAVE LUBS

JULIE STOLNAK

KELLY WATSON - VICE CHAIRPERSON

BOB MOTTA - CHAIRPERSON

ADJOURNMENT

POSTED:

DATE: October 10, 2024

TIME: 5:00 PM

BY: Linnea Palmer

REGULAR MEETING MINUTES OF THE EL SEGUNDO RECREATION & PARKS
COMMISSION
WEDNESDAY, SEPTEMBER 18, 2024

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

ROLL CALL

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

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

Coach woody provided information to the Commission regarding Lacrosse.

“*Letcher*” spoke in favor of Coach Woody’s comments regarding Lacrosse.

A. CONSENT CALENDAR:

1. MOTION by Vice Chairperson Watson, SECONDED by Member Cavagnolo, approving Regular Committee meeting minutes of August 21,2024 MOTION PASSED. 4/0/1 Yes: Motta Watson Cavagnolo Lubs Abstain: Stolnack
2. MOTION by Member Lubs, SECONDED by Chairperson Motta approving Special Committee meeting minutes of September 4, 2024, MOTION PASSED. 4/0

C. NEW BUSINESS

3. Employee Spotlight

Director Aly Mancini introduced Joe Lormans to present the employee spotlight achievement speech. Joe Lormans spoke to the achievements of Mark Monin and George Kennedy and spoke on behalf of George Kennedy. Mark Monin provided comments and thanking staff and the Commission for the recognition.

4. Summer 2024 Recap Report

Director Aly Mancini introduced Linnea Palmer to provide a brief overview of the report. Joe Lormans and Bailey Myer provided the Aquatics portion of the report. Rachel Cummings provided the Adult Sports, Pickleball, Tennis, and picnic portion of the report. Devon Bargmann provided the TAC Sumer Bonfire, Teen Center, and Camps portion of the report. Shawn Green provided the Clubhouse,

and Youth Drama portion of the report. Ryan Delgado provided the Farmer's Market, Joslyn Center, Beach Shuttle, Summer Events, Summer Concerts in the Park, 4th of July Celebration, Family Campout, and Go Fly-A-Kite-Day. Director Aly Mancini closed out the report thanking staff and providing additional information to the Commission.

The Commission thanked staff for their hard work and successes over the summer.

F. REPORTS

5. Aquatics Subcommittee

Vice Chairperson Watson discussed the various reports they received from staff during the September meeting including the lane allocation and chlorine levels.

6. Transportation Subcommittee

No update available for the Transportation Subcommittee.

7. Youth Sports Council

No update available for the Youth Sports Council.

8. Park Renovation Subcommittee

Commissioner Lubs provided information from the Park Renovation subcommittee meeting in August including the report received and discussion topics between the subcommittee members.

G. DIRECTORS REPORT

9. Director Aly Mancini provided a synopsis of the Director's report submitted along with the agenda including the Park Renovation Subcommittee name change, Councils approval of Option 2 for the Teen Center Renovation project, Joint Use Agreements, and the allocation policy.

H. COMMISSIONER COMMENTS

10. Commissioner Cavagnolo thanked staff for the summer report and spoke in favor of the summer programs.

11. Commissioner Stolnack commented on the inclusion of the national anthem during the summer concert series, Joselyn center meals, registration fees, Ms. Wanda's retirement, and requested that staff bring back a report to the Commission regarding scholarship criteria.

12. Commissioner Lubs thanked and congratulated staff on a successful summer and requested clarification regarding rider costs. Director Aly Mancini provided additional information.
13. Vice Chairperson Watson thanked staff for the presentation and provided comments regarding user group agreements.
14. Chairperson Motta thanked staff for the presentation and asked for additional information about changing the regular meeting dates. Director Aly Mancini provided additional information.

I. STAFF COMMENTS

15. Linnea Palmer thanked staff for their hard work over the summer.
16. Christopher Hentzen thanked the staff for their hard work over the summer and provided information about the maintenance for the soccer fields and the baseball diamonds.
17. Director Aly Mancini thanked staff for their hard work over the summer, introduced the founding of the Directors Advisory Group and the creation of the departmental strategic plan.

Adjourned at 7:12 PM

Chelsea Shafer, Senior Administrative Specialist



Recreation and Parks Commission Agenda Statement

Meeting Date: October 16, 2024
Agenda Heading: NEW BUSINESS
Item Number: C.3

TITLE:

Recreation Scholarship Program Review

RECOMMENDATION:

1. Review proposed changes and provide direction or feedback
2. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

Included in the adopted FY 2024-25 Budget.

Estimated Program Budget: \$5,000

Additional Appropriation: None

Account Number(s): 702-400-0000-6206 (Special Event Trust)

BACKGROUND:

On December 19, 2018, Recreation staff presented the Recreation and Parks Commission with the El Segundo Recreation and Parks Program Scholarship. The scholarship program was established to offer financial assistance for programs throughout the entire Recreation and Parks Department. El Segundo individuals or families facing financial challenges would be able to apply to receive discounted registration fees based on financial need. The application process includes a scholarship application, proof of residency and submittal of income tax returns to be reviewed by the RPL Director or designee. Eligibility is determined according to the annual Los Angeles County Income Limits that have been established by the Department of Housing and Community Development; those falling in the categories of Low Income, Very Low Income, or Extremely Low Income are eligible.

The Department has two application periods during the year (September and April) in which individuals or families apply and prove eligibility to receive discounted registration fees based on financial need. Qualified applicants are notified by the Department and a

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“flag” is placed on their CivicRec account that applies a special discount rate upon checkout. El Segundo residents from all age groups can apply. Once an applicant is deemed qualified and funds are available, the applicant receives \$200 per household per year in credit and is allowed to register for recreation programs at 50% of the specified program rate.

DISCUSSION:

On September 18, 2024 the Recreation and Parks Commission requested staff to bring the scholarship program back for review. The Department is recommending that the following criteria of the El Segundo Recreation Program Scholarship be considered for updating.

Application Period:
September and April

Program Sponsorship Amount:
\$200 per household per year
50% off program cost

Eligibility:
Current financial income brackets that are eligible for funding include Low Income, Very Low Income, or Extremely Low Income. 2024 HUB state income limits for LA County are listed below.

Los Angeles County Area Median Income: \$98,200	Acutely Low	10350	11800	13300	14750	15950	17100	18300	19450
	Extremely Low	29150	33300	37450	41600	44950	48300	51600	54950
	Very Low Income	48550	55450	62400	69350	74900	80450	86000	91550
	Low Income	77700	88800	99900	110950	119850	128750	137600	146500
	Median Income	68750	78550	88400	98200	106050	113900	121750	129600
	Moderate Income	82500	94300	106050	117850	127300	136700	146150	155550

Staff requests the Commission provide input for the scholarship policy guidelines. Any recommended changes will be presented to the City Council for review and/or approval.

CITY STRATEGIC PLAN COMPLIANCE:

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.

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Strategy B: Implement Diversity, Equity, and Inclusion (DEI) initiatives to cultivate representation and opportunities for all the members of the community.

PREPARED BY:

Chelsea Shafer, Sr. Administrative Specialist

REVIEWED BY:

Aly Mancini, Recreation, Parks and Library Director

APPROVED BY:

ATTACHED SUPPORTING DOCUMENTS:

1. Recreation Scholarship Application



City of El Segundo Recreation, Parks, & Library Department Recreation Program Scholarship Application

Dear Resident,

The City of El Segundo Recreation and Parks makes every effort to provide the very best customer service to our residents. We will continue to find creative ways to serve everyone. The Recreation Program Scholarship is dedicated to families and individuals with financial need, with an allocation of up to **\$200** per household per year based on specific eligibility criteria and the availability of funds. El Segundo Recreation and Parks Outreach Office reviews each application in confidence and makes award decisions based on the information you provide in this application.

If you are not awarded a scholarship, all families are strongly encouraged to apply again during the next award period. Applications do not roll-over so applicants must re-apply at every new award period. Awarded funds do not roll over. Unused funds will be returned to the scholarship fund for the new award period. Application and award periods are listed below:

- a. Period 1 - Application submittals: September**
- Award: October**
- b. Period 2 - Application submittals: April**
- Award: May**

Applications will only be available at the Joslyn Senior Center Outreach Office Desk during the submittal month. Applications must also be submitted in person. Faxed, scanned or mailed applications will not be accepted.

Return all applications in a sealed envelope to:

Joslyn Senior Center
 Attn: Linnea Palmer, Recreation Manager
 339 Sheldon Street
 El Segundo, CA 90247
 310-524-2705

For any additional scholarship questions, please contact Recreation Manager Linnea Palmer at 310-524-2882 or lpalmer@elsegundo.org

Applicant Information					
First Name:		Last Name:		Date	
Home Address:					
City:		State:		Zip:	
Email:				Phone number:	

Minor Name(s): If applying for child(ren)		
Program Interests		
Have you or members of your family participated in City of El Segundo Recreation programs before? If so, briefly tell us which ones.		
***** For office only - Date submitted		

Criteria

You must fall within these income brackets related to the number of people in your household:

Number of People in Household	1	2	3	4	5	6	7	8
Income Guidelines	54,250	62,000	69,750	77,500	93,700	89,900	96,100	102,300

Documents that must be attached to this application:

- 1. Two Proofs of Residency**
- 2. Copy of most recent Income Tax Return**



Program Scholarship decisions cannot be made without the required residency and tax information.