This meeting will be held via teleconference only in order to reduce the risk of spreading COVID19 and pursuant to the Governor’s Executive Orders N-25-20 and N-29-20 and the County of Los Angeles Public Health Officer’s Order (revised December 30, 2020). 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. Please view the meeting, which 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 bsaleaumua@malibucity.org before the meeting begins.

HOW TO PARTICIPATE DURING THE MEETING: Members of the public may speak during the meeting through the Zoom application. You must first 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.

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**Parks and Recreation Commission**

**Special Meeting Agenda**

**Thursday, January 21, 2021**

5:30 P.M.

Various Teleconference Locations

Call to Order

Roll Call

Pledge of Allegiance

Approval of Agenda


1. **Ceremonial/Presentations**
   
   A. Administration of Oath to Newly Appointed Commissioners

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 December 15, 2020 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 for the month of December 2020.

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

4. **Old Business**

   A. **Permanent Skate Park Site Amenities and Landscape**

        Recommended Action: Review and provide feedback regarding site amenities and landscape for the Permanent Skate Park.

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

5. **New Business**

   None.

6. **Staff Updates**

7. **Commissioner Reports, Comments and Inquiries**

**Future Agenda Items**

**Adjournment**
Future Meetings

Tuesday, February 16, 2021  5:30 p.m.  CANCELED
Wednesday, February 17, 2021  5:30 p.m.  Special Meeting  Location to be determined
Tuesday, March 16, 2021  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, as well as states of emergency that have been declared in the County of Los Angeles, state of California, and a federal emergency declared by the President of the United States. At the direction of the Governor, starting March 19, 2020, the entire state is subject to stay-at-home orders. These measures are imposed to reduce the risk of spreading COVID-19. To comply with these emergency measures, the Commission meeting will be open and public but conducted via teleconference only. 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. You must first 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 b.saleaumua@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 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 15th day of January 2020 at 4:00 p.m.

Brittany Saleaumua
Brittany Saleaumua, Administrative Assistant
RECOMMENDED ACTION: Approve the minutes for the December 15, 2020 Parks and Recreation Commission Regular Meeting.

DISCUSSION: Staff has prepared draft minutes for the December 15, 2020 Parks and Recreation Commission Regular Meeting.

ATTACHMENTS: December 15, 2020 Regular Meeting Minutes
The following meeting was held pursuant to the Governor’s Executive Orders N-25-20 and N-29-20 and fully teleconferenced from various locations during the coronavirus disease (COVID-19) pandemic.

MEETING CALL TO ORDER

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

ROLL CALL

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

PRESENT: Chair Suzanne Guldimann; Vice Chair Josh Spiegel; and Commissioners Georgia Goldfarb, Judy Villablanca, and Robert Wells

ALSO PRESENT: Jesse Bobbett, Community Services Director; Kristin Riesgo, Community Services Deputy Director; and Brittany Saleaumua, Administrative Assistant

PLEDGE OF ALLEGIANCE

Vice Chair Spiegel led the Pledge of Allegiance.

APPROVAL OF AGENDA

MOTION Commissioner Villablanca moved, and Commissioner Goldfarb seconded a motion to approve the agenda. The question was called, and the motion carried unanimously.

REPORT ON POSTING OF AGENDA

Administrative Assistant Saleaumua reported that the agenda for the meeting was properly posted on December 10, 2020.

ITEM 1 CEREMONIAL/PRESENTATIONS

None.

ITEM 2 WRITTEN AND ORAL COMMUNICATIONS FROM THE PUBLIC

None.
ITEM 3  CONSENT CALENDAR

MOTION  Commissioner Villablanca moved and Commissioner Goldfarb seconded a motion to approve the Consent Calendar. The question was called, and the motion carried unanimously.

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 November 17, 2020 Parks and Recreation Commission Regular Meeting.
    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 for the month of November 2020.

ITEM 4  OLD BUSINESS

None.

ITEM 5  NEW BUSINESS

A.  Permanent Skate Park Amenities
    Recommended Action: Review and provide feedback regarding site amenities and landscape for the Permanent Skate Park.

    Community Services Director Bobbett presented the staff report.

    In response to Commissioner Villablanca, Community Services Director Bobbett stated irrigation would be integrated into the design as needed.

    Commissioner Villablanca stated she was in favor of natural shade options such as trees instead of shade structures.

    Commissioner Wells agreed with Commissioner Villablanca.

    Vice Chair Spiegel suggested using artificial shade on the windward side and natural shade on the east side.

    Commissioner Goldfarb recommended using native plants within the landscaped areas of the Permanent Skate Park.
Commissioner Villablanca stated the placement of benches within the Skate Park was also important.

Chair Guldimann suggested using plants that were native to the Malibu Bluffs Park area and oak trees along the areas adjacent to the neighboring development.

Community Services Director Bobbett clarified that staff would need the Commission’s feedback regarding the placement of shade, seating areas, and landscaping before the project could go before the Planning Commission. He stated staff would bring back specific site amenities supported by the Commission for further discussion at the January 19, 2021 Regular Meeting.

Vice Chair Spiegel suggested planting trees to provide separation of the skate park from the neighboring development and installing artificial shade in the designated seating areas.

Commissioner Villablanca requested an aerial view of the Permanent Skate Park area to help visualize the areas being discussed for amenities.

**CONSENSUS**

By Consensus, the Commission requested additional information regarding native landscaping, oak trees, shade structures similar to those previous approved for Malibu Bluffs Park, trash cans with an artistic component, options for temporary art, and benches with backs for review at the January 19, 2021 Regular meeting.

**ITEM 6 STAFF UPDATES**

Community Services Deputy Director Riesgo provided an update regarding Charmlee Wilderness Park, Department programming and the Quarterly Newsletter and Recreation Guide.

Community Services Director Bobbett provided an update regarding the Malibu Bluffs Park Workout Station Project.

**ITEM 7 COMMISSIONER REPORTS, COMMENTS AND INQUIRIES**

Commissioner Goldfarb stated Las Flores Canyon Creek Park looked great and had improved.

In response to Commissioner Wells, Community Services Director Bobbett stated group activities were still not allowed due to the Public Health Order in response to the COVID-19 pandemic.
In response to Vice Chair Spiegel, Community Services Director Bobbett stated the Equestrian Park Arenas were typically dragged at least once a month.

FUTURE AGENDA ITEMS

None.

ADJOURNMENT

MOTION At 7:05 p.m., Commissioner Spiegel moved, and Commissioner Wells seconded a motion to adjourn the meeting. The question was called, and the motion carried unanimously.

Approved and adopted by the Parks and Recreation Commission of the City of Malibu on January 21, 2021.

SUZANNE GULDIMANN, Chair

ATTEST:

BRITTANY SALEAUMUA, Administrative Assistant
To: Chair Guldimann 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: January 4, 2021  Meeting date: January 21, 2021
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 December 2020.

DISCUSSION: The Community Services Department coordinated the following activities, projects, and programs in December 2020:

RECREATION

Aquatics: The winter session of Seawolves Swim Team and Adult Masters Conditioning continued through December at full capacity. Capacity program limits were modified following the Los Angeles County Department of Public Health Safety Guidelines.

The Malibu Aquatics Foundation programs were on break from December 26 through 30, which allowed the City to increase daily lap swim offerings. Over 100 swimmers participated in the lap swim program during the break.

Day Camps: The last two weeks of day camps were cancelled in December due to the State's revised Stay-at-Home Order that went into effect on December 5, 2020. Participants were issued refunds for the canceled dates.

Recreation Guide: The quarterly Recreation Guide and City Newsletter covering January through March 2021 was released in a new digitally format. The Guide includes information on recreation programs, facility hours of operation, Student Art Exhibit, and an
update on the Permanent Skate Park. The City promoted the Guide on the website, social media platforms, and e-notification.

**Seniors:** Over 175 Seniors received monthly wellness calls in December, and approximately 500 Seniors received the monthly digital Senior Center Newsletter. Newsletter highlights included support services, Virtual Poetry Workshops, Christmas Tree Recycling, the Malibu Bluffs Park Workout Station Project, word searches, and virtual recreation programs.

The Senior Center hosted a Winter drive-thru program on December 22 at Malibu Bluffs Park. Participants pre-registered and received a holiday-themed gift bag, including a mug, hot chocolate, snowman kitchen accessory, brain games, puzzles, hand sanitizer, native flower seeds, and a holiday card from staff. Sixty seniors attended the drive-thru program, and plans for a second drive-thru program for Valentine’s Day in February.

**Virtual Recreation:** The Department continues to work with community partners to provide new content for the Virtual Recreation Center (VRC). The VRC is updated weekly and promoted through Community Services Departments' social media accounts, quarterly Recreation Guide, and Senior Center Newsletter.

**PARK MAINTENANCE**

**Charmlee Wilderness Park:** Trail crews completed trail clearance of the Clyde Canyon trail loop and fixed erosion in the parking area caused by rain.

Replaced a faulty automatic flush valve and solenoid diaphragm in the women's restroom.

**Equestrian Park:** Replaced the stop sign and signpost at the park entrance, which was damaged due to high winds.

**Las Flores Park:** Twenty new pollinator plants were added to the butterfly garden to enhance plant diversity.

Replaced a broken ventilation pipe/filter extending from the exterior of the septic system.

**Legacy Park:** Several areas containing a large amount of trash and debris left by transients was removed during December. Staff provided legal notice and worked with the City's landscape maintenance contractor to remove the debris.

Programmed a special irrigation setting for the newly installed plants and performed irrigation inspections for coverage and repairs.

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

Installed an electrical conduit, wire, and a new power outlet within the maintenance building for the garage door opener.

Repaired and reinforced several sections of wood railing in the Temporary Skate Park that were loose or damaged.

Primed and painted the maintenance yard iron gates and steel doors for the dumpster bin. Staff also included a rust-resistant primer for long term protection.

**Miscellaneous:** Placed straw wattles in all park locations susceptible to flooding and erosion during the rainy season.

**ATTACHMENTS:** None.
To: Chair Guldimann and Members of the Parks and Recreation Commission

Reviewed by: Kristin Riesgo, Community Services Deputy Director

Approved by: Jesse Bobbett, Community Services Director

Date prepared: January 13, 2021

Meeting date: January 21, 2021

Subject: Permanent Skate Park Site Amenities and Landscape

RECOMMENDED ACTION: Review and provide feedback regarding site amenities and landscape for the Permanent Skate Park.

DISCUSSION: On November 17, 2020, the Commission approved the Preliminary Design for the Permanent Skate Park (Skate Park) on the Case/Crummer Property adjacent to Malibu Bluffs Park (Attachment 1).

On December 15, 2020, the Commission reviewed potential site amenities and landscaping for the project, including styles, materials, and locations (Attachment 2). The Commission also requested additional information regarding preferred site amenities and an overhead site plan to help visualize the potential locations for the site amenities more clearly (Attachment 3).

After the Commission provides a final recommendation regarding the site amenities and landscaping, the project will go before the Public Works and Planning Commissions for review, before final review and approval by the City Council. Construction of the Permanent Skate Park will begin once the anticipated cost and fundraising needs are identified.

ATTACHMENTS: 1) Permanent Skate Park Preliminary Design 2) Sample Site Amenities and Landscaping 3) Overhead Site Plan
Permanent Skate Park Preliminary Design
Permanent Skate Park Preliminary Design
Permanent Skate Park Preliminary Design
Permanent Skate Park Preliminary Design

Attachment 1
Permanent Skate Park Preliminary Design
Picnic Tables

Malibu Bluffs Park
Table length: 7ft  Bench length: 7ft

Las Flores Creek Park
Table length: 7ft  Bench length: 5ft

Rectangle Concrete

Round Concrete

Attachment 2
Benches

**Malibu Bluffs Park**
Bench length: 5ft

**Las Flores Creek Park**
Bench Length: 7ft, 8in

Wood

Recycled

Attachment 2
Trash Receptacles – No Art Element
Trash Receptacles with Art Element

Point Dume Natural Preserve

Attachment 2
Trash Receptable Lids
Shade Structure

Single Post Pyramid Shade – Pending Installation at Malibu Bluffs Park

Dimensions: 12 x 12 x 8
Natural Shade

Coast Live Oak

Bay Laurel
Native Landscaping

Toyon

California Buckwheat
Sticky Monkeyflower

Coffeeberry
Sugarbush

Black Sage
California Milkweed
Art Walls/Installations
Overhead Site Plan with One Picnic Area (4 Tables) and One Bench Area
Overhead Site Plan with One Picnic Area (4 Tables) and One Bench Area

Key
- Shade Structure
- Trees
- Benches
- Picnic Tables
Overhead Site Plan with One Picnic Area with Shade and Benches Near Bowl

Key

- Shade Structure
- Trees
- Benches
- Picnic Tables

Attachment 3