

**Parks and Recreation Commission**  
**Regular Meeting Agenda**

**Tuesday, June 19, 2018**

**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 – June 15, 2018

**1. Ceremonial/Presentations**

None.

**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 Regular meeting of the Parks and Recreation Commission on May 15, 2018.

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

2. Community Services Department Monthly Report

Recommended Action: Receive and file the summary report of activities, events, projects and programs coordinated by the Community Services Department during the month of May 2018.

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

4. Old Business

None.

5. New Business

A. Youth Sports Registration Information and Field Needs

Recommended Action: Review local youth sports organization registration information and field space data.

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

6. Staff Updates

7. Commissioner Reports, Comments and Inquiries

Future Agenda Items

Adjournment

Future Meetings

Tuesday, July 17, 2018	5:30 p.m.	Regular Meeting	City Hall Multipurpose Room
Tuesday, August 21, 2018	5:30 p.m.	Regular Meeting	City Hall Multipurpose Room
Tuesday, September 18, 2018	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 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](mailto: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 15<sup>th</sup> day of June 2018.*



Katie Gallo, Recreation Supervisor.



# Parks and Recreation Commission Agenda Report

Parks and Recreation  
Commission Meeting  
06-19-18

**Item  
3.B.1.**

To: Chair Randall 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: June 6, 2018 Meeting date: June 19, 2018

Subject: Approval of Minutes

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**RECOMMENDED ACTION:** Approve the minutes for the Regular meeting of the Parks and Recreation Commission on May 15, 2018.

**DISCUSSION:** Staff has prepared draft minutes for the Regular meeting of the Parks and Recreation Commission meeting on May 15, 2018.

**ATTACHMENTS:** May 15, 2018 Parks and Recreation Commission Regular meeting minutes

MINUTES  
PARKS AND RECREATION COMMISSION  
REGULAR MEETING  
MAY 15, 2018  
MULTIPURPOSE ROOM  
5:30 P.M.

**CALL TO ORDER**

Chair Randall called the meeting to order at 5:31 p.m.

**ROLL CALL**

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

PRESENT: Chair Carl Randall; Vice Chair Roui Israel; Commissioners Laurie Principe, Judy Villablanca and Suzanne Guldimmann (arrived at 5:37 pm)

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

**PLEDGE OF ALLEGIANCE**

Vice Chair Israel led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

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

**REPORT ON POSTING OF AGENDA**

Administrative Assistant Saleaumua reported the agenda for the meeting was properly posted on May 10, 2018.

**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 Principe seconded a motion to approve the Consent Calendar. 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 Regular meeting of the Parks and Recreation Commission on March 20, 2018
  - 2. Community Services Department Monthly Report  
Recommended Action: Receive and file the summary report of activities, events, projects and programs coordinated by the Community Services Department during the month of March and April 2018.

Commissioner Guldemann arrived at 5:37 p.m.

**ITEM 4 OLD BUSINESS**

- A. Jake Kuredjian Citizenship Award  
Recommended Action: Discuss nominations for the 2018 Jake Kuredjian Citizenship Award and select a nominee for City Council consideration.

Community Services Deputy Director Riesgo presented the staff report.

Chair Randall stated the submitted nominations were excellent.

MOTION Chair Randall moved and Vice Chair Israel seconded a motion to send a recommendation to City Council to nominate Mike Mulligan and Justine Petretti as the 2018 Jake Kuredjian Award recipients. The motion carried unanimously.

**ITEM 5 NEW BUSINESS**

- A. 2018-2019 Commission Assignments  
Recommended Action: 1) Review Parks and Recreation Commission assignments for Fiscal Year 2017-2018; and 2) Recommend and approve assignments for Fiscal Year 2018-2019.

Community Services Director Bobbett presented the staff report.

Vice Chair Israel suggested meeting with the Parks and Recreation Subcommittee at least once a year.

Commissioner Villablanca suggested adding an assignment to meet with the Parks and Recreation Subcommittee regarding the new property acquisitions. She indicated the Commission should be meeting with the Subcommittee once a year.

Chair Randall suggested adding an assignment to reassess the Parks Master Plan and recommend priority park amenities to City Council.

In response to Commissioner Guldemann, Community Services Director Bobbett stated the expansion of pollinator gardens at Legacy Park and Malibu Bluffs Park would begin once the Las Flores garden was completed.

#### CONSENSUS

By consensus, the Commission approved the recommended Parks and Recreation Commission assignments for Fiscal Year 2018-2019.

#### B. Poetry Stones

Recommended Action: Discuss and approve the location of two poetry stones at Legacy Park.

Community Services Deputy Director Riesgo presented the staff report.

Chair Randall suggested considering the long-term aspect of adding poetry stones in the park.

In response to Commissioner Villablanca, Community Services Deputy Director Riesgo stated the poet laureate term was two years.

#### MOTION

Commissioner Villablanca moved and Commissioner Principe seconded a motion to approve the proposed placement of the poetry stones at Legacy Park. The motion carried unanimously.

#### ITEM 6 STAFF UPDATES

Community Services Deputy Director Riesgo provided an update on upcoming Community Services Department programs and events.

Community Services Director Bobbett provided an update on full-time staff recruitment and park maintenance updates.

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

None.

**FUTURE AGENDA ITEMS**

None.

**ADJOURNMENT**

**MOTION** At 6:58 p.m., Vice Chair Israel moved and Chair Randall seconded a motion to adjourn. The motion carried unanimously.

Approved and adopted by the Parks and Recreation Commission of the City of Malibu on June 19, 2018.

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Carl Randall, Chair

ATTEST:

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Brittany Saleaumua, Administrative Assistant





# Parks and Recreation Commission Agenda Report

Parks and Recreation  
Commission Meeting  
06-19-18

**Item  
3.B.2.**

To: Chair Randall 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: June 11, 2018 Meeting date: June 19, 2018

Subject: Community Services Department Monthly Report

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**RECOMMENDED ACTION:** Receive and file the summary report of activities, events, projects and programs coordinated by the Community Services Department during the months of May 2018.

**DISCUSSION:** During the month of May 2018, the following activities, events, projects and programs were coordinated by the Community Services Department:

## **RECREATION**

**Aquatics:** The Malibu Seawolves Swim Team hosted the Malibu Sprint Invitational on Saturday, May 12 at the Malibu Community Pool. The meet was sanctioned by the USA Swimming Foundation and featured 300 children ages 8-17 competing across several swimming events.

Spring aquatic programs concluded on May 31. 44 participants ages 6-16 took part in the traditional swim program and 19 participants registered for the Junior Lifeguard Swim Conditioning Program. The summer session of Malibu Seawolves swim team will begin on June 4.

Eight lifeguards were hired during the month of May to assist with upcoming summer season programs which include group swim lessons, aqua aerobics, water polo, lifeguarding and private swim lessons.

Joint Use Agreement: City Staff met with the SMMUSD Facility Permits Department regarding upcoming summer facility use, construction projects and updating the Joint-Use Agreement.

Senior Center: On May 9, Mary Barnett of Sita World Tours presented a free Travel Lecture. The lecture taught attendees about travel options to destinations such as China and Sri Lanka.

The May excursion took place on May 10 and traveled to the Santa Anita Race Track. 20 participants enjoyed a behind the scenes tour and a meal at the clubhouse before cheering on their favorite jockeys and horses.

The Senior Center hosted a Cinco de Mayo themed luncheon on May 17. The 53 people in attendance enjoyed lunch and a performance by the Senior Choir.

The June edition of the senior newsletter, *News and Views*, was mailed to 822 Malibu residents and 239 non-residents on Friday, May 25.

Sports: Allsports classes have concluded for the 2018 Spring Season. Little Players Tennis, Youth & Beginner Tennis and Youth Advanced Tennis ended on May 19 with a total of 5, 7 and 7 participants participating respectively. Instructor Nina Eriksson conducted all of the programs with participants learning a variety of introductory and competitive skills.

Middle School Boys Tennis ended on May 11 where instructor Bruce Young taught eight participants ages 11 – 14 a complete pathway of tennis development.

Coach Pitch Baseball League concluded this month with their final game on May 19. 67 participants worked with volunteer coaches to learn the fundamental skills necessary to play the game of baseball.

Youth Commission: The Youth Commission hosted a Zuma Beach Clean-Up Day on Sunday, May 6. Four Malibu teens participated, which gave them the opportunity to gain community service learning hours.

The last Youth Commission meeting of the 2017-2018 year was held on May 14. Outgoing seniors were recognized for their contribution to the Commission and meetings will resume again on September 10 for the 2018-2019 commission.

## **PARK MAINTENANCE**

Bluffs Park: Replaced three rattlesnake warning signs with new larger signs that better fit the supporting posts.

The annual fire extinguisher inspection and maintenance required by the State Fire Marshall was completed in May. The extinguishers are inspected annually to ensure that they are functioning properly.

Annual weed abatement at the Malibu Bluffs Park Open Space was completed. LA County requires a 200-foot clearance of brush near the structures along Malibu Road. The trails within the open space also requires brush clearance on both sides of the pathway to maintain a minimum of five feet clearance for hikers.

Equestrian Park: Installed wire screening over the restroom building windows to keep animals and wildlife from entering the building.

The north end of the arena was graded to create a more consistent and level surface. The arena is on a steep grade which causes the sand to move to the lower elevation over time due to wind, rain and regular use. The parking lot stage area was also graded and compacted due to erosion during the rainy season.

Staff met with a roofing contractor to acquire proposals for the replacement of roof shingles. The shingles were damaged during the recent high winds.

Las Flores Park: Annual maintenance of the playground surface was completed. Roll on surfacing was applied to protect and extend the life of the playground surface.

Staff sanded the wooden teeter totter to remove potential splinters and wood damage caused by vandalism. Additional sanding in rough areas and three applications of varnish were also applied after the sanding.

The exterior of the restroom building was repainted due to graffiti vandalism.

All picnic tables, benches, park signs play equipment doggie dispensers and trash containers were pressure washed.

Legacy Park: Removed graffiti on trash containers around the park and pressure washed monuments, signs, trash containers and seating areas.

Staff met with tile contractors to acquire proposals to repair broken tiles and park signs.

75 yards of mulch was applied to the planters along Civic Center Way, Webb Way and Promenade walkway leading from the interior of the park to Cross Creek Road. The trimming of plant material, removal of weeds and mulching were also completed.

Medians and Parkways: Weed abatement clearance was completed in the open space on Trancas Canyon Road.

Trancas Park: Completed brush clearance along the perimeter of the park.

ATTACHMENTS: None.