This meeting will be held via teleconference only in order to reduce the risk of spreading COVID-19 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 September 4, 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.

Parks and Recreation Commission
Regular Meeting Agenda

Tuesday, September 15, 2020

5:30 P.M.
Various Teleconference Locations

Call to Order

Roll Call

Pledge of Allegiance

Approval of Agenda

Report on Posting of Agenda – September 11, 2020

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 August 18, 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 August 2020.

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

4. **Old Business**

   None.

5. **New Business**

   A. **Parks and Recreation Commission Work Assignments**

      Recommended Action: 1) Review the Parks and Recreation Commission work assignments for Fiscal Year 2019-2020; and 2) Recommend work assignments for City Council consideration for Fiscal Year 2020-2021.

      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**
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 bsaleaumua@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 35.106-35.107 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 11th day of September 2020 at 12:00 p.m.

Brittany Saleaumua, Administrative Assistant
Parks and Recreation Commission Agenda Report

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: August 31, 2020  Meeting date: September 15, 2020

Subject: Approval of Minutes

RECOMMENDED ACTION: Approve the minutes for the August 18, 2020 Parks and Recreation Commission Regular Meeting.

DISCUSSION: Staff has prepared draft minutes for the August 18, 2020 Parks and Recreation Commission Regular Meeting.

ATTACHMENTS: August 18, 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 5:30 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; Commissioners Judy Villablanca and Robert Wells

ABSENT: Commissioner Georgia Goldfarb

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

APPROVAL OF AGENDA

MOTION Commissioner Villablanca moved, and Commissioner Wells seconded a motion to approve the agenda. The question was called, and the motion carried 4-0, Commissioner Goldfarb absent.

REPORT ON POSTING OF AGENDA

Administrative Assistant Saleaumua reported that the agenda for the meeting was properly posted on August 13, 2020.

ITEM 1 CEREMONIAL/PRESENTATIONS

None.

ITEM 2 WRITTEN AND ORAL COMMUNICATIONS FROM THE PUBLIC

None.
ITEM 3  CONSENT CALENDAR

MOTION  Commissioner Wells moved, and Commissioner Villablanca seconded a motion to approve the Consent Calendar. The question was called, and the motion passed 4-0, Commissioner Goldfarb 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 July 21, 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 July 2020.

ITEM 4  OLD BUSINESS

A.  Skate Park Update
    Recommended Action: 1) Receive and file a report regarding the Temporary and Permanent Skate Park; and 2) Review and provide feedback regarding the updated Temporary Skate Park guidelines.

    Community Services Director Bobbett presented the staff report.

    Commissioner Villablanca thanked staff for preparing the updated Temporary Skate Park Guidelines and Code of Conduct.

    In response to Commissioner Wells, Community Services Director Bobbett stated the Code of Conduct would be posted at the Temporary Skate Park and skaters would be required to acknowledge and agree to the Code of Conduct when making a reservation.

    In response to Vice Chair Spiegel, Community Services Director Bobbett clarified the reopening procedures for the Temporary Skate Park were based on guidelines from the Los Angeles County Department of Public Health.

    Heather Gardner recommended options for staff and the Commission to consider regarding the reopening of the Temporary Skate Park.

    Community Services Director Bobbett provided an update regarding the Permanent Skate Park and the upcoming public design meetings.
In response to Commissioner Villablanca, Community Services Director Bobbett stated the Commissioners would be able to watch the public design meetings online.

In response to Commissioner Wells, Community Services Director Bobbett stated the Permanent Skate Park would be built on vacant space on the same property as the Temporary Skate Park and confirmed that the Temporary Skate Park would not be impacted by the construction of the Permanent Skate Park.

Mike Gardner expressed frustration regarding the closure of the Temporary Skate Park.

ITEM 5  NEW BUSINESS

A. Poetry Stone for Ellen Reich
Recommended Action: Review and approve the installation of a poetry stone honoring former Poet Laureate Ellen Reich.

Community Services Deputy Director Riesgo presented the staff report.

Vice Chair Spiegel stated Legacy Park was an ideal location for the poetry stone and would help enhance the park for visitors.

Commissioner Villablanca concurred with Vice Chair Spiegel regarding the location of the poetry stone in Legacy Park.

MOTION Commissioner Villablanca moved, and Vice Chair Spiegel seconded a motion to approve the installation of a poetry stone honoring former Poet Laureate Ellen Reich at Legacy Park near the Amphitheatre. The question was called and the motion carried 4-0, Commissioner Goldfarb absent.

ITEM 6  STAFF UPDATES

Community Services Director Bobbett provided an update regarding Charmlee Wilderness Park and on-going Community Services Department projects.

Community Services Deputy Director Riesgo provided an update regarding Community Services Department programming.

ITEM 7  COMMISSIONER REPORTS, COMMENTS AND INQUIRIES

Commissioner Wells stated the field conditions at Malibu Elementary had improved since he mentioned it at the July 2020 Parks and Recreation Commission meeting.

Commissioner Villablanca thanked staff for their recent work.
FUTURE AGENDA ITEMS

None.

ADJOURNMENT

MOTION At 6:47 p.m., Commissioner Villablanca moved, and Vice Chair Spiegel seconded a motion to adjourn the meeting. The question was called and the motion passed 4-0, Commissioner Goldfarb absent

Approved and adopted by the Parks and Recreation Commission of the City of Malibu on September 15, 2020.

SUZANNE GULDIMANN, Chair

ATTEST:

BRITTANY SALEAUMUA, Administrative Assistant
RECOMMENDED ACTION: Receive and file a report of activities, events, projects, and programs coordinated by the Community Services Department during August 2020.

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

RECREATION

Aquatics: Fall programming at the Malibu Community Pool began on August 17, including the Seawolves Swim Team, Adult Masters Conditioning, and Lap Swim. Staff continues to adhere to and implement the LA County Department of Public Health Guidelines. The guidelines include maximum capacity limits with physical distancing requirements to ensure the safety of participants.

Day Camps: Five weeks of Surf Camp were offered, all of which reached a maximum capacity of 12 participants.

Seniors: Staff continues to complete monthly wellness calls to over 100 Malibu Seniors. Additionally, over 500 Seniors receive the monthly digital Senior Center Newsletter, which includes information on support services, outdoor dining, recipes, word searches, and virtual recreation programs.

PARK MAINTENANCE
Charmlee Wilderness Park: Replaced two light fixtures on the exterior restroom building.

Equestrian Park: Cleaned and removed debris from the v-ditch near the north arena in preparation for winter.

Legacy Park: Applied mulch in several ornamental planters to improve nutrient absorption, soil biology, and to decrease soil compaction and weed infestation.

Repaired a water main line break that supplies supplemental water to the park’s irrigation tank.

Malibu Bluffs Park: Sanded and painted the Parks Maintenance building, including the eaves and iron gates.

Pruned shrubs away from the sidewalk along the park perimeter to keep the natural appearance and clearance for pedestrians.

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: September 9, 2020    Meeting date: September 15, 2020

Subject: Parks and Recreation Commission Work Assignments

RECOMMENDED ACTION: 1) Review the Parks and Recreation Commission work assignments for Fiscal Year 2019-2020; and 2) Recommend work assignments for City Council consideration for Fiscal Year 2020-2021.

DISCUSSION: Each year in June, the Council approves Commission work assignments for the upcoming Fiscal Year. Due to the Covid-19 Pandemic, the Council has not approved Commission work assignments for Fiscal Year 2020-2021.

The Commission is asked to review the work assignments for Fiscal Year 2019-2020 (Attachment 1) and make recommendations for new or revised work assignments for Fiscal Year 2020-2021. Due to recent budget and staffing reductions, staff is primarily focused on the Priorities and Departmental Tasks (Attachment 2), which were approved by the Council on June 22, 2020. The Commission is asked to only consider work assignments directly related to the approved items on the Priorities and Departmental Tasks List.

Once approved by the Commission, the recommended work assignments will be taken to the Council for review and approval.

ATTACHMENTS: 1) 2019-2020 Parks and Recreation Commission Assignments  
2) 2020-2021 City Council Priorities and Departmental Tasks
At its Regular meeting of June 24, 2019, the City Council approved the following items for the Commission's annual work plan for Fiscal Year 2019-2020:

1. Provide feedback on the Legacy Park Rehabilitation and Revegetation Project
2. Provide oversight and feedback for the City's Earth Friendly Management Policy
3. Conduct a special meeting to tour City parks and City-owned property that may be utilized as potential park space
4. Facilitate public design meetings for a skate park and other park amenities
5. Review parking options at Malibu Bluffs Park for non-park users
6. Nominate and recommend the 2020 Jake Kuredjian Citizen Award recipient to City Council
7. Review the Department's program offerings and make recommendations as deemed appropriate including the incorporation of various programs at local schools
8. Provide feedback on outdoor programming relating to rehabilitation or integration of native habitat
9. Review the Parks and Recreation Master Plan and make recommendations to City Council regarding recreation, park and facility priorities
10. Review potential placement of park enhancements or equipment at City parks
11. Review and recommend to City Council revisions to the Park Rules, Dog Park Rules and Municipal Code 12.08 - Parks, Beaches and Other Recreation Areas
12. Provide recommendations for mentorship and docent programs to incorporate community leaders, retired professionals, athletes, business owners, or college students
13. Review information regarding Malibu youth sports organizations and related field space needs
14. Conduct a joint special meeting with the Cultural Arts Commission
15. Conduct a joint special meeting with the City Council Parks and Recreation Subcommittee
16. Make bimonthly oral reports to the City Council on Commission activity
17. Submit a mid-year written report to the City Council on Commission activities
18. Review monthly updates regarding repair work and priorities for Channlee Wilderness Park

Assignment Nos. 18, 19, and 20 added by the City Council on January 27, 2020
19. Review and make a recommendation regarding the implementation of park facilities and amenities from the Parks Master Plan on City-owned properties

20. Make recommendations for public education, outreach, and awareness regarding the Earth Friendly Management Policy
Item 2.j. Charmlee Wilderness Park

The Charmlee Park property sustained substantial damage during the Woolsey Fire, so the park has remained closed until repairs could be completed. An assessment of the entire trail system in the park was conducted, and the Council awarded a contract for clearance and remediation work on May 26, 2020. Once repairs to the buildings, picnic areas, and trails are completed, staff will return to Council to address future programming needs.

Item 5.b. Integrated Pest Management Program / Earth Friendly Management Policy

On October 28, 2013, the City Council adopted an Integrated Pest Management (IPM) Policy and Program. Staff implemented the IPM principles as best management practices in addressing pests and developed a community outreach brochure describing the dangers that rodenticides pose to local wildlife as well as preventative measures and alternatives to rodenticide use. In June 2019, the Earth Friendly Management Policy (EFMP) was adopted by Council. The policy remains in place with oversight by the Parks and Recreation Commission. Exclusion work around the Michael Landon Center, baseball field structures, the Snack Shack, and Park Maintenance Building at Malibu Bluffs Park was conducted in FY 2019-2020. Staff and contractors continue to follow all policies and procedures of the EFMP.

Item 5.h. Legacy Park Rehabilitation and Revegetation

This project will assess the current plant life within Legacy Park and develop a long term, sustainable plan for rehabilitating and revegetating the park. Staff worked with Studio-MLA, the City’s consultant, to begin initial assessments of the park and complete baseline analysis of the soil and water content within the park. In FY 2019-2020, test plots were planted and monitored to determine which species can thrive within different areas of the park. The consultant and City staff will continue
to monitor and evaluate the plots through 2020 to develop a final recommendation regarding rehabilitating specific areas.

**Item 7.b. Special Events**

The Community Services Department produces City-sponsored special events throughout the year to engage the community, such as the Tiny Tot Olympics and the Halloween Carnival. In FY 2019-2020, some events such as Chumash Day and the Spring Happening were cancelled due to COVID-19. These annual special events will continue in FY 2020-2021 once in-person gatherings are permitted, which may not be until the start of the 2021 calendar year. Total attendance at the City’s special events in FY 2020-2021 may be less than in past years due to public health restrictions imposed by State or County Health Officials.

**Item 7.c. Cultural Arts Programs and Events**

To promote cultural arts in the community, staff coordinates regular art exhibitions, the Poet Laureate Program, and a wide variety of other related activities. Art exhibits are produced at City Hall and feature works by Malibu-affiliated artists on an ongoing basis. In FY 2019-2020 exhibits included the second installation of the Radical Beauty, Malibu Rising exhibit featuring work of local and area artists related to the Woolsey Fire and the community’s resiliency. In partnership with the Malibu Library and Malibu’s Poet Laureate, the City hosts several poetry workshops, monthly poetry open-mic nights, and poetry events each year. Additional events, including the Birds and the Bees Art Exhibition at City Hall, were postponed due to COVID-19. In response to stay at home orders, staff developed a virtual recreation program for the community featuring many cultural arts activities. The City anticipates that many of these programs will remain virtual for at least several months into the start of FY 2020-2021.

**Item 7.d. Girls Only Programming**

Staff coordinates and markets several Girls Only sports programs. In FY 2019-2020, the City offered a variety of Girls Only programs, including volleyball, ultimate sports, and tennis. Ultimate sports did not take place due to lack of registration. In addition, a proposed girls-only basketball league, which was canceled due to low
enrollment, was replaced with a girls-only basketball clinic. The City will continue
to develop similar programming once in-person gatherings are permitted.

**Item 7.e. Senior Programs and Trips**

The Senior Center continued to offer a wide variety of senior-related programs and
excursions in FY 2019-2020 until the Senior Center was closed in response to the
COVID-19 pandemic. These programs include regular classes and programs such as
choir, bridge, tap dance, and chair yoga enjoyed by hundreds of local seniors and
highlighted in the Senior Monthly Newsletter. In addition, the Senior Center offers
special programming such as the annual Senior Wellness Expo, monthly senior
luncheons with entertainment, classes through the City’s partnership with
Emeritus College, Dial-A-Ride, and one-day workshops on finance, art, technical
assistance, and health and wellness. Senior excursions including visits to the Proud
Bird Aviation Museum, Queen Mary, Dragon Boat Festival, LACMA, a production of
“Mama Mia,” and an Indian food and culture tour. Following the outbreak of
COVID-19 and the closure of the Senior Center, staff continues to provide services
to seniors, including Dial-A-Ride to assist seniors needing transportation to medical
appointments and other essential locations, virtual recreation programs, and the
Monthly Newsletter. In addition, staff is regularly reaching out to Malibu seniors to
check in and offer assistance. Staff will continue to provide these services until the
Senior Center can safely reopen.

**Item 7.f. Community Services Programs and Classes**

The Community Services Department offers a broad spectrum of educational and
recreational programs and classes for all ages and interests. These programs
include art, exercise, music, theater, athletics, seniors, aquatics, social skill
development, and after-school enrichment programs. In response to COVID-19, in-
person programs and classes have been temporarily canceled, and, in their place,
staff developed a comprehensive virtual recreation program that allows
community members to participate in a variety of classes and programs online. In-
person classes will resume as soon as in-person gatherings are permitted.
**Item 8.p. Workout Station at Malibu Bluffs Park**

This project consists of the installation of a small workout station in the current zip line area at Malibu Bluffs Park. The project will include new poured-in-place safety surfacing and sign age to demonstrate the proper use of the equipment. The project will be funded through the City’s Proposition A Park Funds. Community Services staff prepared draft construction documents for review and release by Public Works. The City anticipates putting the construction project out to bid in late FY 2019-2020 for construction in FY 2020-2021.

**Item 8.q. Shade Structures at Malibu Bluffs Park**

This project consists of the installation of four single-post shade structures at Malibu Bluffs Park. Two of the shade structures will be located at the Michael Landon Center Playground, with the other two located at the baseball field picnic area. The project will be funded through the City’s Proposition A Park Funds.

**Item 8.s. Permanent Skate Park Design**

In February 2020, Council awarded the professional services agreement for the design of a 12,500 square-foot permanent skate park on the east portion of the Crummer/Case Property adjacent to Malibu Bluffs Park. The first Public Design Meeting was scheduled to be held in March 2020 but was placed on hold due to COVID-19. The design meeting will be rescheduled as soon as possible, with the design process expected to take approximately 10-12 months.

**Item 8.t. Permanent Skate Park Construction**

Construction of the Permanent Skate Park will begin after the design process is complete, and funding sources have been identified. Construction is anticipated to take 14-16 months.