



**CITY OF EL SEGUNDO
RECREATION AND PARKS COMMISSION
MEETING MINUTES**

**Wednesday, November 20, 2013, 7:00 p.m.
City Hall Council Chambers, 350 Main Street, El Segundo, CA 90245**

A. CALLED TO ORDER – The meeting of the Recreation and Parks Commission was called to order by Chairperson Bob Motta at 7:00 p.m. in the City Hall Council Chambers.

B. PLEDGE OF ALLEGIANCE - Led by Vice Chair Glynn-Rich

C. ROLL CALL –

| | | |
|-----------------------------|---|---------|
| Commissioner Dave Lubs | - | Present |
| Commissioner Rob Croxall | - | Present |
| Commissioner Debbie Bundy | - | Present |
| Vice Chairperson Glynn-Rich | - | Present |
| Chairperson Bob Motta | - | Present |

ALSO PRESENT –

Bob Cummings, Recreation and Parks Director
Meredith Petit, Recreation Superintendent
Mark Trujillo, Parks Superintendent
Dan O'Toole, El Segundo TV Program Manager
Jackie Day, Administrative Specialist

D. PRESENTATIONS/INTRODUCTIONS

1. Bob Cummings introduced Recreation Supervisor Liz Tran to the Commission.

E. PUBLIC COMMUNICATIONS –

None

F. CONSENT CALENDAR –

1. **APPROVAL OF THE MINUTES of the Recreation and Parks Commission Regular Meeting of October 16, 2013.** (Commission Action Required)

MOTIONED by Commissioner Lubs and SECONDED by Commissioner Bundy to approve the meeting minutes of October 16, 2013. MOTIONED CARRIED 5 – 0.

G. UNFINISHED BUSINESS –

None

H. NEW BUSINESS –

1. Discussion and possible action to provide feedback and support to the proposed fee modifications presented by the Recreation and Parks Fee Analysis Task Force.
(Fiscal Impact: Estimated Increased Revenues of \$200,000 to \$250,000 Annually)

Chairperson Bob Motta named the members of the Fee Analysis Task Force: Council Members Dave Atkinson and Marie Fellhauer; Recreation & Parks Commissioners Debbie Bundy and Bob Motta; City Staff Meredith Petit, Jody Scott, Jesse Bobbett, Alison Fiorini, Vina Ramos, and Jackie Day.

Dave Atkinson explained the purpose and goals of the Fee Analysis Task Force. Fee increases have not been looked at in about ten years and if we do not increase fees we will not have the money for repairs and upkeep of the facilities.

The Commission reviewed the proposed fee increases section by section and asked the Task Force for clarification and explanations on several items.

Commission Chairperson Bob Motta MOTIONED to forward the Fee Analysis Task Force report on proposed fee increases to the City Council with the request that City Council address and consider the following:

- The Task Force is to provide a report to the Commission six months after the implementation of the proposed fees with feedback, with specific attention to drop-in fees.
- Allow Youth Sports Teams to use meeting rooms as a part of their calendar year per-player fee.
- Make arrangements with the Girl Scouts and Boy Scouts for long-term facility usage.
- The Task Force is to provide a clear definition of what constitutes a non-profit organization.

Commissioner Croxall expressed that there are some youth groups that contribute their own resources and should not be required to pay the same as the youth groups that do not contribute.

The motion was SECONDED by Commissioner Glynn-Rich. MOTION CARRIED 4-1-0 with Commissioner Croxall opposing.

I. REPORTS –

1. DEPARTMENT STAFF REPORTS

- a. Meredith Petit, Recreation Superintendent
 - Written report submitted
 - The Holiday Tree Lighting is on Thursday, December 5 from 3:00 – 7:00 p.m. Mattel is sponsoring the event again this year. Santa and Barbie will be passing out toys.
 - Selling ads for the Brochure went really well. The Winter Brochure will be out on December 12 in the El Segundo Herald.
 - The Plunge is open for recreational swim from 1:15 p.m. to 5:00 p.m. during Thanksgiving week.

DEPARTMENT STAFF REPORTS - Continued

- b. Mark Trujillo, Parks Superintendent
 - Written report submitted
 - Great Scott Tree Service will start their contract work in January.
- c. Dan O'Toole, El Segundo TV Manager
 - Written report submitted
 - A highlight reel of the El Segundo Eagles winning their first CIF playoff is available on El Segundo TV.

2. DEPARTMENT DIRECTOR REPORT

Bob Cummings, Recreation and Parks Director

- Welcomed Liz to the Recreation team.
- Thanked Meredith and Jesse for doing the work for the Supervisor position that has been vacant.

J. COMMISSIONER'S COMMENTS –

Commissioner Lubs: Welcomed Liz; thanked the Task Force; his vote was not taken lightly - nobody is happy about raising fees but it is something we have to do in order to keep the facilities active; he hopes and expects that if and when the City is not operating in the red that fees can be reduced or eliminated; he voted with a heavy heart but believes it is necessary.

Commissioner Croxall: Welcomed Liz; thanked the Task Force; the vast majority of the content is appropriate and he regrets he did not have a better solution or a way to add to the motion on what he was hung up on; this is a good way to go given the current financial climate.

Commissioner Bundy: Welcomed Liz; thanked staff, especially Meredith for keeping everybody on track at the meetings.

Vice Chair Glynn-Rich: Welcomed Liz; thanked Task Force; thanked Dave and Marie for coming tonight; thanked staff.

Commissioner Motta: Welcomed Liz; a lot of work and thought went in to the Task Force. He is in total agreement with the proposals; thanked Meredith and staff.

K. PUBLIC COMMUNICATIONS –

Marie Fellhauer thanked staff and recognized Debbie Bundy and Bob Motta for participating on the Task Force without being paid. She had a hard time with this in the beginning but the financial status of the City is doom and gloom. She knows this is not a popular thing to do.

L. ADJOURNMENT –

The meeting was adjourned at 9:00 p.m. until the next Regular Commission Meeting scheduled for Wednesday, December 18, 2013 at 7:00 p.m. in the City Hall Council Chambers, 350 Main Street, El Segundo, CA.