

**AGENDA—REGULAR MEETING  
REDONDO BEACH RECREATION AND PARKS COMMISSION  
WEDNESDAY, MAY 14, 2014  
REDONDO BEACH CITY COUNCIL CHAMBERS, 415 DIAMOND STREET, 7:00 P.M.**

CALL MEETING TO ORDER

ROLL CALL

SALUTE TO THE FLAG

**A. PRESENTATIONS/ANNOUNCEMENTS**

David Dill – Special Olympics

**B. APPROVAL OF ORDER OF AGENDA**

**C. CONSENT CALENDAR**

*Business items, except those formally noticed for public hearing, or those pulled for discussion, are assigned to the Consent Calendar. The Chairperson or any member of the Commission may request that any Consent Calendar item(s) be removed, discussed, and acted upon separately. Items removed from the Consent Calendar will be taken up under the "Excluded Consent Calendar" or "Member Items and Referrals to Staff" sections below. Those items remaining on the Consent Calendar will be approved in one motion following Oral Communications.*

**C1. Approve Affidavit of Posting of the Recreation and Parks Commission Meeting of May 14, 2014**

**C2. Approve Minutes of the Recreation and Parks Commission Meeting of January 8, 2014**

**C3. Strategic Plan Update**

**D. ORAL COMMUNICATIONS**

Anyone wishing to address the Recreation and Parks Commission on any Consent Calendar item on the agenda which has not been pulled for discussion may do so at this time. Each speaker will be permitted to speak only once and comments will be limited to a total of three minutes.

**E. EXCLUDED CONSENT CALENDAR ITEMS**

**F. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS**

This section is intended to provide members of the public with the opportunity to comment on any subject that does not appear on this agenda for action. This section is limited to 30 minutes. Each speaker will be afforded three minutes to address the Commission. Each speaker will be permitted to speak only once. Written requests, if any, will be considered first under this section.

**G. ITEMS CONTINUED FROM PREVIOUS AGENDAS**

None.

**H. ITEMS FOR DISCUSSION PRIOR TO ACTION**

**H1. Redondo Beach Sailing Program**

**Recommendation:** Receive and file a report on the Redondo Beach Sailing Program.

**CONTACT:** Dan Smith, Interim Community Services Director

**I. COMMISSIONER REFERRALS TO STAFF**

**Referrals to staff are service requests that will be entered in the City's Customer Service Center for action.**

**ADJOURNMENT**

The next meeting of the Recreation and Parks Commission of the City of Redondo Beach will be held on July 9, 2014 in the City Council Chambers.

It is the intention of the City of Redondo Beach to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting you will need special assistance beyond what is normally provided, the City will attempt to accommodate you in every reasonable manner. Please contact the City Clerk's Office at (310) 318-0656 at least forty-eight (48) hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at that time if you will need accommodations to attend or participate in meetings on a regular basis.

An Agenda Packet is available 24 hours a day at the Redondo Beach Police Department and at [www.redondo.org](http://www.redondo.org) under the City Clerk. Agenda packets are available during Library hours, at the Reference Desk at both the Redondo Beach Main Library and North Branch Library. During City Hall hours, Agenda Packets are also available for review in the Office of the City Clerk.

Any writings or documents provided to a majority of the Recreation and Parks Commission regarding any item on this agenda will be made available for public inspection at the City Clerk's Counter at City Hall located at 415 Diamond Street, Door C, Redondo Beach, California during normal business hours. In addition, such writings and documents will be posted, time permitting, on the City's website at [www.redondo.org](http://www.redondo.org).

**AFFIDAVIT OF POSTING**

**Margaret Wood declares:**

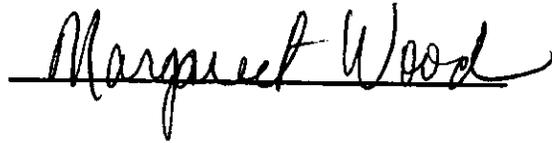
**I certify that I am over the age of 18 years and am employed at the City of Redondo Beach, 415 Diamond Street, Redondo Beach, California.**

**On May 7, 2014 at 9:15 p.m. I posted the following:**

**Notice of Regular Meeting of the Redondo Beach Recreation and Parks Commission scheduled for May 14, 2014**

**at the Council Chambers, 415 Diamond Street, Redondo Beach.**

**I declare under penalty of perjury that the foregoing is true and correct and that this declaration was executed on May 8, 2014 at Redondo Beach, California.**

A handwritten signature in cursive script that reads "Margaret Wood". The signature is written in black ink and is positioned above a horizontal line.

**MINUTES OF THE  
REDONDO BEACH RECREATION AND PARKS COMMISSION MEETING  
JANUARY 8, 2014**

**CALL TO ORDER**

A regular meeting of the Recreation and Parks Commission was called to order by Commissioner Michael at 7:03 p.m. in the City Hall Council Chambers, 415 Diamond Street.

**ROLL CALL**

Commissioners Present: Boston, Mallen, Michael, Mortillaro, Sandoval, Thomas  
Commissioners Absent: None  
Officials Present: Paula Matusa, Administrative Analyst  
Dan Smith, Acting Community Services Director  
Margareet Wood, Recording Secretary

**SALUTE TO THE FLAG**

Chairperson Michael led the members in the salute to the flag.

**PRESENTATIONS/ANNOUNCEMENTS**

None.

**APPROVAL OF ORDER OF AGENDA**

Motion by Commissioner Thomas, seconded by Commissioner Mortillaro, to approve the order of agenda. Motion carried unanimously.

**CONSENT CALENDAR ITEMS**

1. Approve affidavit of posting for the Recreation and Parks Commission meeting of January 8, 2014
2. Approve minutes from the Recreation and Parks Commission meeting of July 10, 2013

Motion by Commissioner Boston, seconded by Commissioner Thomas, to approve the Consent Calendar. Motion carried unanimously.

**ORAL COMMUNICATIONS**

None.

**EXCLUDED CONSENT CALENDAR**

None.

**PUBLIC PARTICIPATION ON NON-AGENDA ITEMS**

None.

**ITEMS CONTINUED FROM PREVIOUS AGENDAS**

None.

## **ITEMS FOR DISCUSSION PRIOR TO ACTION**

### Election of Officers

Motion by Commissioner Sandoval, seconded by Commissioner Boston, to nominate Commissioner Michael for the office of Chairperson.

Commissioner Michael was unanimously elected to the office of Chairperson.

Motion by Commissioner Thomas, seconded by Commissioner Mortillaro, to nominate Commissioner Boston for the office of Vice-Chairperson. Commissioner Boston was unanimously elected to the office of Vice-Chairperson.

### Overview of the Duties, Responsibilities, and Bylaws of the Recreation and Parks Commission

Highlights of Acting Director Smith's presentation include:

- Community Services Department Mission Statement
- Community Services Department Overview: 21 full-time and 140 part-time staff, 36 class and program contracts, Section 8 Housing and CDBG programs, ongoing effort to recover costs, serves residents and non-residents
- Parks: 17 parks, 14 parkettes, Wilderness Park, dog park, teen center
- Programs: adult sport leagues, after-school program, summer camps, recreation classes, youth activities, sailing program
- Cultural and Performing Arts: Performing Arts Center, Heritage Court, public art program, youth drama program
- Senior and Family Services Division: 3 senior centers, information and referral, lunch programs, adult day care, annual senior health fair, classes, programs, activities
- Public/Private partnerships: Perry Park improvements, Aviation Sports Facility
- La Paz Parkette Repair: play equipment, signs, fencing, turf, landscaping, ADA improvements
- Overview of Recreation and Parks Commission: acts as advisor to City Council; provides budget input; assists in developing public interest for recreation; plans programs for developing, extending, improving, and maintaining park facilities; staffing by Community Services and Public Works Departments; bylaws provide protocol for conducting meetings

Acting Director Smith concluded with a recommendation to receive and file the report.

In response to Commissioner Mallen, Acting Director Smith advised that resident inquiries about field availability should be referred to him.

In response to Commissioner Sandoval, Acting Director Smith stated that the class and program schedule appears in the *Recreation Newsletter* available in paper and online. He answered that social media communication is currently limited to a monthly electronic subscription, *EZine*; however the City is working toward other social media such as Facebook.

Commissioner Boston believed that residents should have priority over non-residents for facility usage.

In response to Commissioner Mallen, who asked about profit generation, Acting Director Smith stated that breaking even is a goal for programs and classes. He added that the camps generate a profit and the after-school program breaks even.

In response to Chairperson Michael who asked about reinstating a monthly Commission meeting schedule, Acting Director Smith stated that, for financial reasons, City Council voted to reduce the Commission schedule to bimonthly for the next year.

In response to Chairperson Michael who asked about a vetting process for facility use, Acting Director Smith said the fields are mostly reserved for Redondo Beach youth sports groups and that few fields are open. He added that residents are given priority.

Commissioner Boston added that inclusive organizations are preferred over those with an exclusive nature.

Motion by Commissioner Sandoval, seconded by Commissioner Boston, to receive and file the report. Motion carried unanimously.

#### Overview of the City Council Approved Updated Strategic Plan

Acting Director Smith referred to the strategic plan document included in the packet, which he said is generated semiannually by staff and the City Council. He said the updated plan will appear in the Commission packet for review every meeting.

Chairperson Michael explained that the members will have the opportunity to comment on strategic plan items as part of the monthly Consent Calendar. He also said the members may contact him prior to meetings to have a specific item agendaized.

Motion by Commissioner Sandoval, seconded by Commissioner Boston, to receive and file the updated strategic plan. Motion carried unanimously.

#### Status Report on the Veterans Park Master Planning Efforts

Acting Director Smith explained that input is sought about additions to Veterans Park.

Analyst Matusa explained that as part of the Veterans Park master planning efforts, staff does not intend to radically alter the park; but to create a plan to enhance, improve, and upgrade over the next decade. Highlights of her report include:

- **Current Amenities** - senior center needs paint and patio upgrade; play equipment needs replacement; memorial is in excellent condition; Community Center underwent major rehabilitation in 1990's; HVAC improvements recently completed
- **Challenges:** unattractive south parking lot entrance, inconsistent furnishings, worn play equipment, deteriorated fencing and trash cans, sparse landscaping, worn tables/benches, disconnected pathways, restroom building needs renovation
- **Draft Recommendations:** new play equipment and surfacing; improve south perimeter with landscaping, fencing, and pavers; punctuate south entrances; new furniture and trash cans; park identification sign; mural on trash enclosure; new fencing and additional landscaping on north perimeter; reconfigure pathways to improve connection

Analyst Matusa concluded with a recommendation to review the report and provide input.

In response to Commissioner Thomas, Analyst Matusa said the master plan is not part of the current harbor redevelopment and she said there are no plans for a parking structure or shuttle system.

Commissioner Thomas stressed the importance of trash recycling.

In response to Commissioner Mortillaro who asked about live music as a park feature, Analyst Matusa said the former bandshell was removed; however there is a plan to install an events plaza.

Commissioner Boston commented that few local residents visit the park. He said a youth center was located in the senior center at one time, and he recommended considering activities for the use of Redondo Beach residents. He also said it would be nice to have a historic photo display i.e. roller coaster, hotel, tent city, and plunge.

Commissioner Mallen recommended activities such as an art show to attract central and north Redondo Beach residents to the park.

Commissioner Mallen asked how a group would go about leasing the space: Acting Director Smith said the special event process is handled by the Community Services Department.

Chairperson Michael asked about the time frame for the events plaza and whether it will come before the Recreation and Parks Commission: Acting Director Smith said he will find out and report back.

In response to Chairperson Michael, Analyst Matusa confirmed that staff will work with the public art group on murals in the park. She also answered there is no plan for additional parking, adding there is parking adjacent to the Elks building and on Harbor Drive. Regarding the need for Coastal Commission approval, she did not believe it will be required.

Commissioner Sandoval said the parking lot could be transformed into green space by installing solar panels over the top.

Commissioner Boston said a plan to install solar panels could be met with resistance from residents concerned about blocking views.

Commissioner Mallen pointed out a recent solar panel installation at Jefferson Elementary School.

Rick Lopez, resident, reported that his company installed 257 solar panels at Our Lady of Guadalupe Church; and the utility costs have been nearly eliminated. He said the installation was part of a rebate program intended to entice commercial and non-profit organizations to install solar panels. He suggested analyzing the payback ratio to determine the feasibility for Veterans Park.

Chairperson Michael recommended looking into the possibility of solar panels and analyzing the economics.

In response to Chairperson Michael, Analyst Matusa said the Veterans Park cost estimates have not been developed yet. She said most capital projects are funded with

developer fees which have tapered off. She said that grants will also be sought. She said the project timeframe is dependent on funding.

Motion by Commissioner Thomas, seconded by Commissioner Sandoval, to receive and file the report. Motion carried unanimously.

**COMMISSIONER REFERRALS TO STAFF**

Chairperson Michael noted that cooperation with schools is included in the Recreation and Parks Commission bylaws and he said he would like to approach the school board to find out from an educational realm about recreational and parks items in order to make recommendations to City Council.

The members approved of Chairperson Michael's plan to approach the school board.

Acting Director Smith said the City Council also meets with the school district.

In response to Commissioner Mallen, Chairperson Michael answered that the members may email one another on issues other than agenda discussion items. He also said they may exchange contact information.

Motion by Commissioner Sandoval, seconded by Commissioner Boston, to adjourn the meeting. Motion carried unanimously.

At 8:15 p.m. Chairperson Michael adjourned the meeting to the next regular meeting on March 12, 2014.

Respectfully submitted,

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Dan Smith  
Acting Community Services Director

**CITY OF REDONDO BEACH**        **SIX-MONTH STRATEGIC OBJECTIVES**  
 March 27, 2014 – September 15, 2014

ACM=Assistant City Mgr    CD=Community Development    PW=Public Works    WED=Waterfront and Economic Development    CS=Community Services

THREE-YEAR GOAL: <b>VITALIZE THE WATERFRONT, ARTESIA CORRIDOR, RIVIERA VILLAGE AND SPACE PARK</b>						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. April 30, 2014	WED Director	Present to the City Council for consideration the final documents to purchase the Redondo Beach Marina Leasehold.				
2. At the May 20, 2014 City Council meeting	PW Dir. – lead, WED Dir., Harbor Dir., CS Dir.	Present to the City Council options for the development of Moonstone Park.				
3. July 31, 2014	CD Dir. and PW Dir., with input from the Police Chief and City Attorney	Initiate discussions with the Riviera Village Association (RVA) Business Improvement District (BID) regarding options for outdoor dining and a possible streamlined outdoor dining permit process.				
4. July 31, 2014	Harbor Master and City Attorney	Present to the City Council for review guidelines for paddle sports in King Harbor.				
5. Sept. 15, 2014	City Manager -lead, CD Dir., and PW Dir.	Complete the planning, including staffing, for the three Artesia Mini-Strategic Plan tasks: the renaming of Artesia Blvd., the Specific Plan for Artesia Blvd, and the potential formation of a Business Improvement District (BID).				
6. FUTURE OBJECTIVE At the _____ City Council meeting	PW Dir., with input from the Harbor Commission and business community	Recommend to the City Council for action options for a new name for Torrance Blvd.				

**THREE-YEAR GOAL: *IMPROVE PUBLIC INFRASTRUCTURE AND FACILITIES***

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. June 30, 2014	PW Dir., working with neighboring cities	Prepare a draft Enhanced Watershed Management Plan for compliance with the new Municipal Storm Water Permit.				
2. June 30, 2014	PW Dir., working with the Police Chief and CD Dir.	Complete security improvements at selected city facilities.				
Sept. 1, 2014	Police Chief, working with the PW Dir.	Develop and implement a schedule for the replacement of street parking meters in Riviera Village.				
4. Sept. 15, 2014	CS Dir., working with the City Attorney and CD Dir.	Present to the City Council for consideration an ordinance for funding public arts projects in Redondo Beach.				
5. FUTURE OBJECTIVE	Police Chief	Identify future phases for replacement of parking meters citywide, including a funding mechanism.				

THREE-YEAR GOAL: ***INCREASE ORGANIZATIONAL EFFECTIVENESS AND EFFICIENCY***

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. May 1, 2014	City Clerk and IT Dir.	Complete the roll out of agenda laptops to the City Council.				
2. At the May 6, 2014 City Council meeting	City Clerk – lead, Treasurer, City Attorney	Present to the City Council for discussion and potential direction charter changes (e.g., modifying term limits, adjusting City Treasurer duties) for the Nov. 4, 2014 ballot.				
3. At the June 3, 2014 City Council meeting	IT Dir., working with the City Clerk, City Manager, City Attorney	Prepare a budget request for City Council consideration for a comprehensive update of the city's website, customer service technology, social media tools and required staffing.				
4. Sept. 15, 2014	Finance Dir. - lead, City Attorney, City Manager, City Clerk	Recommend to the City Council for consideration an ordinance to modernize the city's purchasing limits.				

**THREE-YEAR GOAL: *BUILD AN ECONOMICALLY VITAL AND FINANCIALLY SUSTAINABILITY CITY***

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. As part of the budget process	City Manager, working with the Department Heads	Present to the City Council for consideration by June 30, 2014 options to restore the remaining employee compensation reductions.				
2. Sept. 1, 2014	City Manager, working with all department heads and all union groups	Determine the feasibility of providing services to other entities, bringing services in-house or contracting services to increase revenue and achieve savings while maintaining a high level of service.				
3. Sept. 15, 2014	PW Dir., working with the City Attorney and City Manager	Present to the City Council for consideration a franchise agreement to contract with Athens Disposal for street sweeping.				
4. Sept. 15, 2014	City Attorney and City Clerk	Provide to the City Council for consideration options to amend the city's Utility Users Tax Ordinance.				
5. FUTURE OBJECTIVE	Finance Dir. and City Treasurer	Provide to the City Council for action options for integrating a local city dog licensing fee collection with veterinarians.				

**THREE-YEAR GOAL: *MAINTAIN A HIGH LEVEL OF PUBLIC SAFETY WITH PUBLIC ENGAGEMENT***

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. July 1, 2014	Police Chief, working with the IT Dir. and PW Dir.	Provide training and fully implement the jail surveillance video camera system.				
2. At the July 1, 2014 City Council meeting	Police Chief, working with the City Attorney	Present to the City Council for consideration an update to the Redondo Beach Bail Schedule.				
3. At the July 15, 2014 City Council meeting	Police Chief and City Attorney	Present to the City Council for consideration an ordinance to regulate parking in municipal public parking lots.				
4. Sept. 15, 2014	Police Chief, working with the HR Dir. and with the Mayor who is assisting with recruiting	Hire and retain 96 sworn personnel to reach the budgeted 96 positions.				



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# Administrative Report

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Commission Action Date: May 14, 2014

**To: MEMBERS OF THE RECREATION AND PARKS COMMISSION**

**From: DAN SMITH, INTERIM COMMUNITY SERVICES DIRECTOR**

**Subject: REDONDO BEACH SAILING PROGRAM**

## **RECOMMENDATION**

Receive and file a report on the Redondo Beach Sailing Program.

## **BACKGROUND**

The Redondo Beach Sailing Program, part of the City's User Pay Program, offers a variety of affordable sailing classes and camps for youth and adults. All courses adhere to the American Sailing Association program of study and are National Association of State Boating Law Administrators compliant. On-the-water and classroom instruction emphasizes safe and environmentally conscientious operation of recreational centerboard and keelboat sailboats. Sailing techniques, rules of the road, safety precautions, rescue techniques and respect for the environment are covered in all classes and camps.

### **Current Program Activities/Information**

The Sailing Program Coordinator is Mr. Barry Christensen, who has 50 years of sailing experience and holds a Coast Guard Master License. The program has nine instructors, each with an average of 30 years of experience. All are American Sailing Association certified.

The Sailing Program utilizes one 25' Capri keel boat sloop, one Cal 227 keel boat sloop, two Catalina/Capri 14.2 sailboats and three Hunter 14.6 sailboats, which are owned by the City. The City is currently evaluating the purchase of a used 25-27' sailboat to better meet the needs of the student population. In order to purchase the new, larger sailboat, the City would have to sell two of the Hunter sailboats, which were originally purchased with grant monies from the Department of Boating and Waterways. The Department of Boating and Waterways has given the City permission to make the sale, which would generate approximately \$4,000. This would cover the cost of the larger sailboat.

The following Sailing Program classes and camps are scheduled for Spring 2014:

May 14, 2014

- **Saturday Sailors**: A four-week class for youth that provides instruction for various skill levels ranging from beginning to advanced. Participants will have the opportunity to sail small boats and/or keel boats.
- **Basic Small Boat Sailing**: A four-week class for adults that provides an introduction to the basics of sailing.
- **Basic Keel Boat Sailing**: A five week course for adults providing instruction on how to day sail a boat of approximately 20 – 30 feet in moderate wind and sea.
- **Intermediate Small Boat Sailing**: A four week class for adults providing more advanced instruction. Participants will work toward earning a skipper rating, which will enable them to take a boat out on their own.
- **Basic Coastal Cruising**: A Five week class for adults providing instruction on how to sail or charter a larger boat.
- **Coastal Navigation**: A 6 week class for adults providing instruction on the use of charts and chart tools.
- **Royal Redondo Sailing Camp**: A spring/summer camp for youth providing basic to advanced sailing instruction. Participants will have the opportunity to sail small boats and/or keel boats.

Last year the Sailing Program had approximately 35 youth and 100 adult students. Thirty-one youth participated in the Sailing Camp.

A notable feature of the Sailing Program is the City's Sailing Club, which is open to adults who successfully complete one class and are either crew or skipper rated. Members can attend free sailing trips every Sunday and are given City boat rental privileges (only skippers can rent or use boats without qualified assistance). Cost of membership is \$125/year.

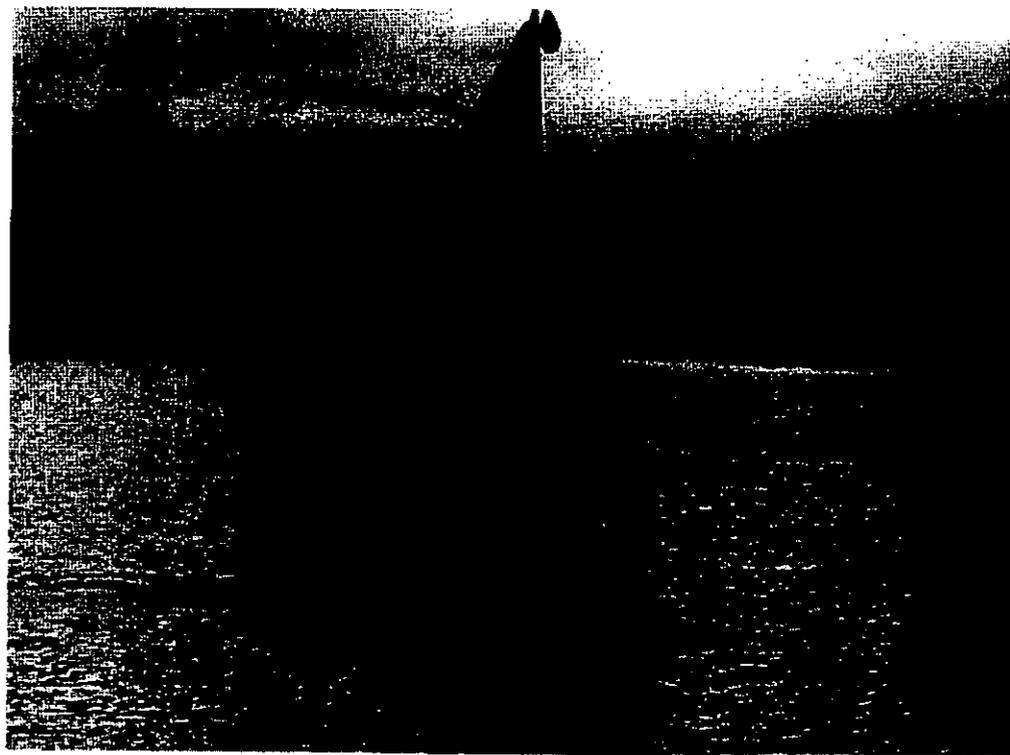
### **COORDINATION**

Community Services Department staff coordinated with the Sailing Program Coordinator to prepare this report.

Submitted by:  
*Paula Matusa, Administrative Analyst*

  
Approved for forwarding by:  
*Dan Smith, Interim Community  
Services Director*

# REDONDO BEACH SAILING PROGRAM

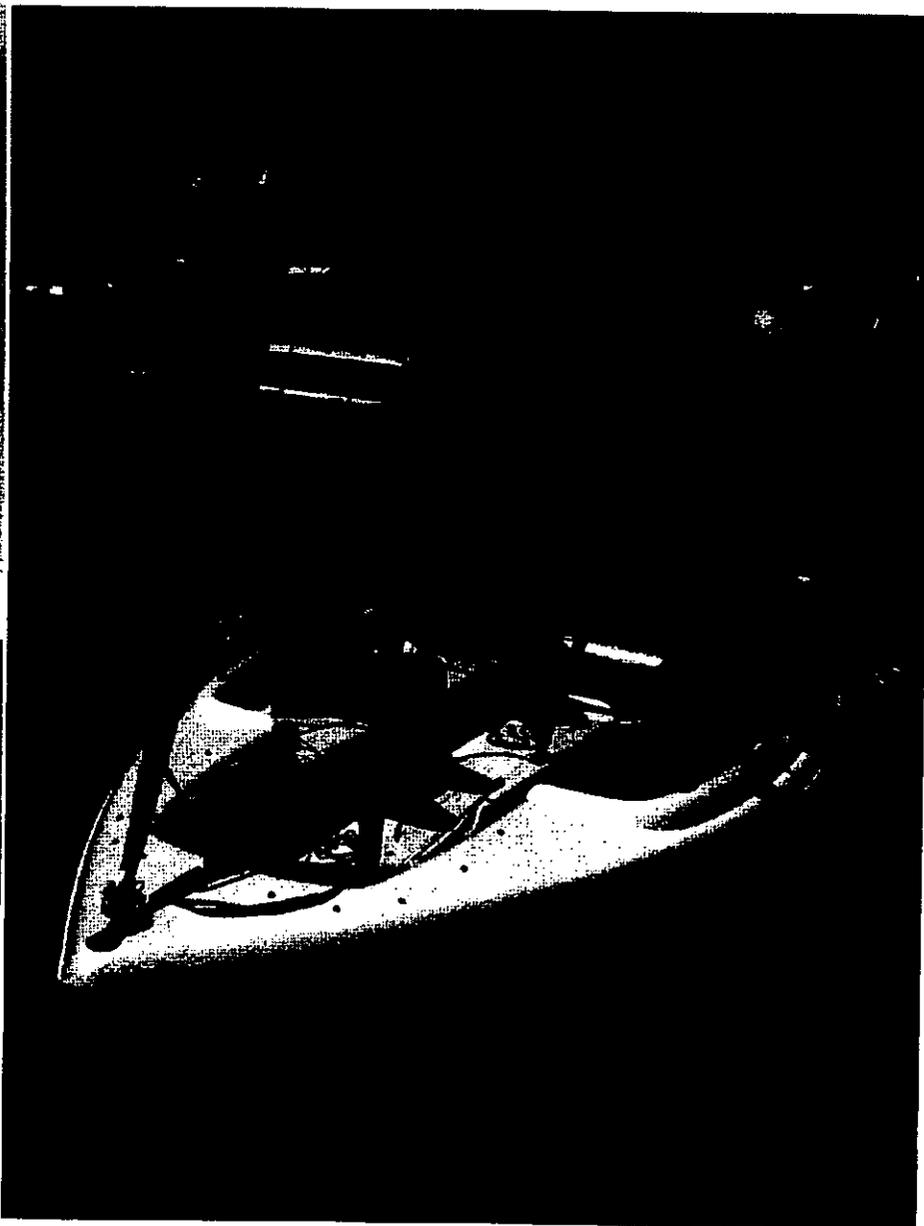
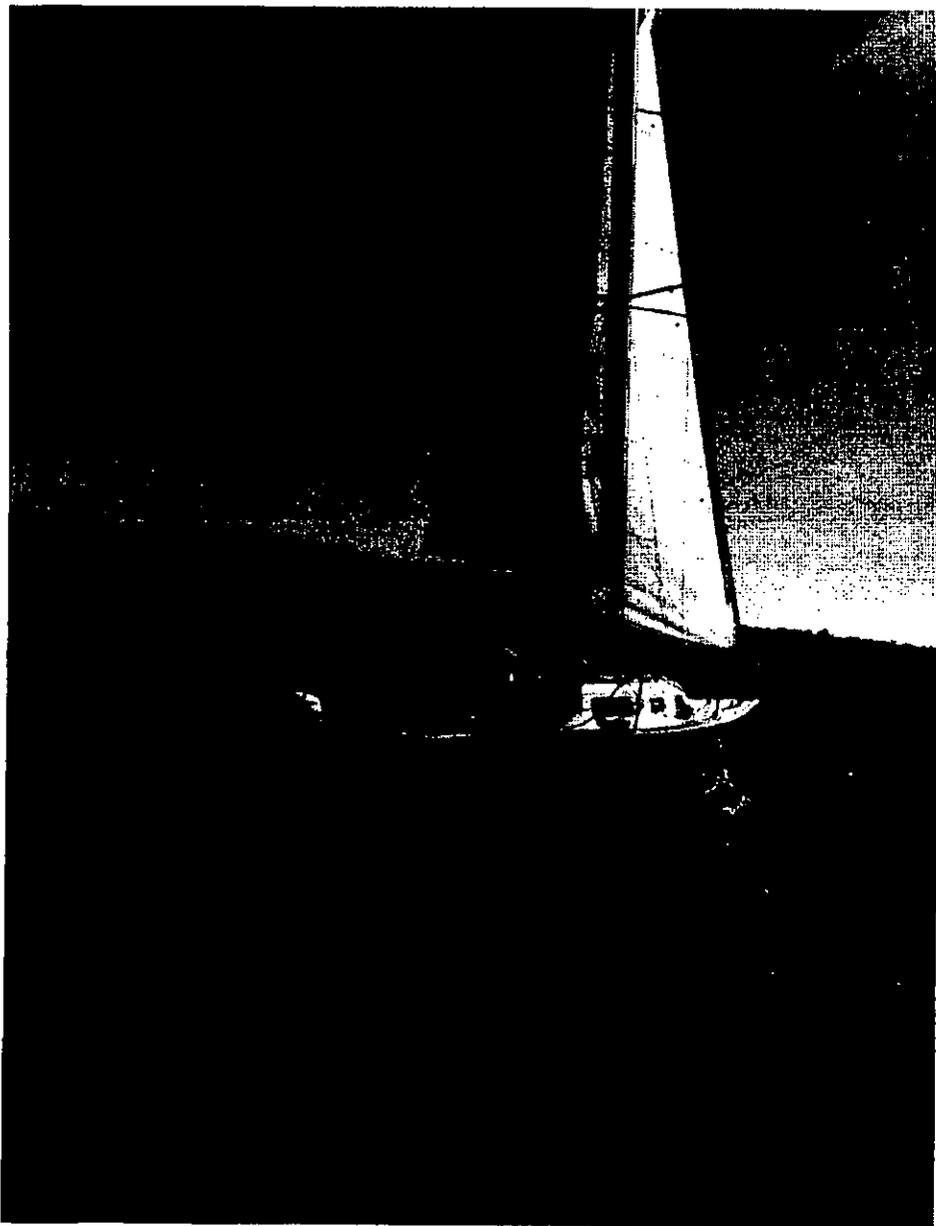


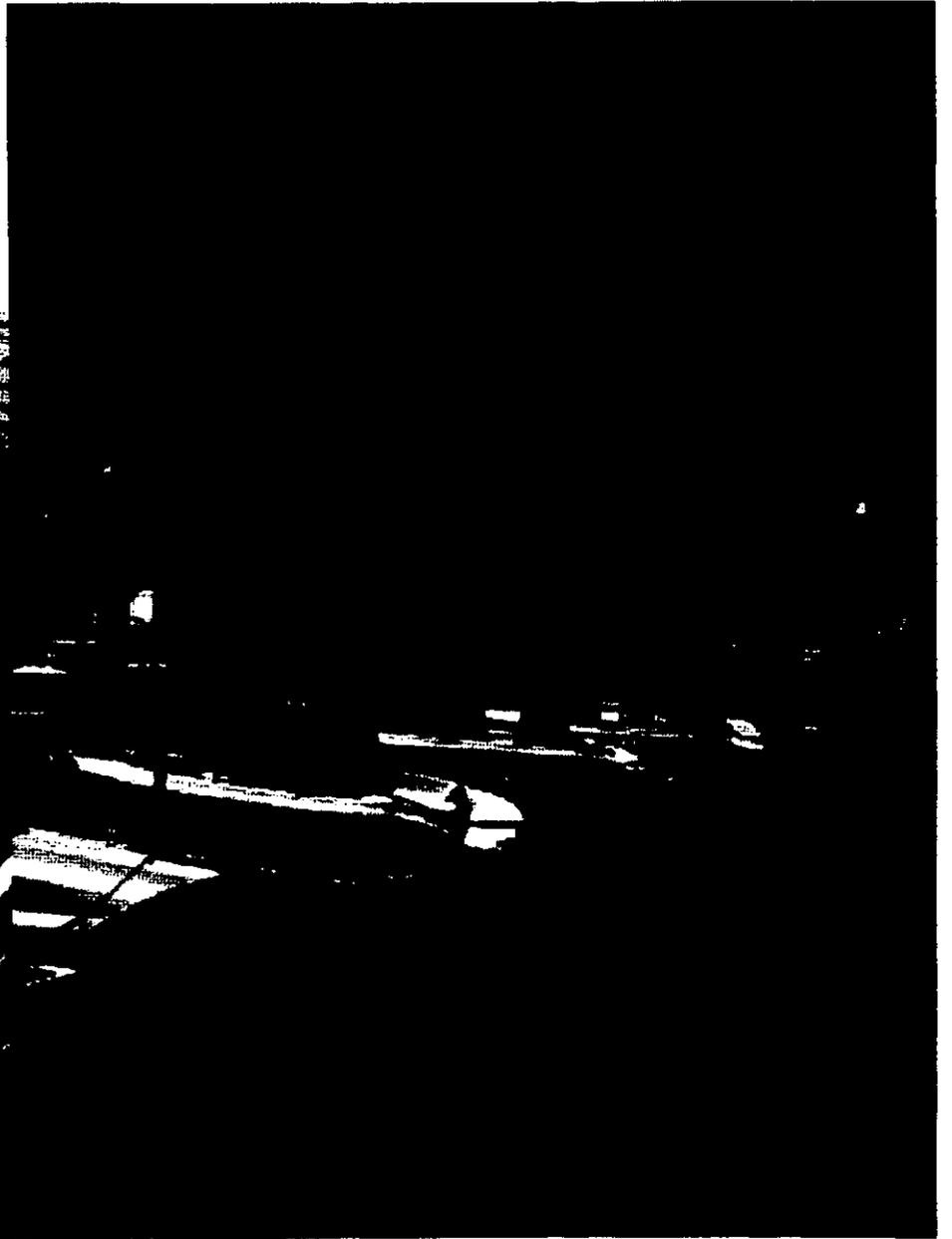
# BACKGROUND

- ▣ The Sailing Program offers a variety of affordable sailing classes & camps for youth and adults.
  - Part of the City's User-Pay Program.
- ▣ Program Coordinator Barry Christensen has 50 years experience and holds a Coast Guard Master License.
  - Nine instructors with average 30 years experience
- ▣ The Program utilizes seven boats of various sizes, owned by the City.
  - The City is evaluating the sale of two Hunter sailboats in order to generate funds to purchase a larger boat for the program.

# Spring 2014 Classes/Camps

- ▣ Saturday Sailors: Beginning to advanced sailing instruction for youth.
- ▣ Basic Small Boat Sailing: Sailing basics for adults.
- ▣ Basic Keel Boat Sailing: Day-sailing a 20-30' boat for adults.
- ▣ Intermediate Small Boat Sailing: More advanced instruction leading to a skipper rating, for adults.
- ▣ Basic Coastal Cruising: Sailing a larger boat, for adults.
- ▣ Coastal Navigation: Use of charts & chart tools for adults.
- ▣ Royal Redondo Sailing Club: Youth camp providing basic to advanced sailing instruction.





**Recommendation: Receive  
and file a report on the  
Redondo Beach Sailing  
Program.**