



Minutes
Redondo Beach Public Amenities Commission
Monday, October 7, 2024
Regular Meeting 6:30 p.m.

REGULAR MEETING OF THE PUBLIC AMENITIES COMMISSION – 6:30 PM

A. CALL TO ORDER

A Regular Meeting of the Redondo Beach Public Amenities Commission was called to order at 6:30 p.m. by Library Director Vinke in the City Hall Council Chambers, 415 Diamond Street, Redondo Beach, California.

B. ROLL CALL

Commissioners Present: Edward (E.J.) Caldwell, Desiree M. Galassi, Mara Lang, Ron Maroko, Christopher McCauley, Jeffrey E. Rowe, Masood K. Yousufzai

Officials Present: Dana Vinke, Library Director
Stacey Kinsella, Senior Planner
Gary Margolis, Cultural Arts Manager
Kelly Orta, Deputy Community Services Director
Becca McNeely, Library Program Coordinator

C. SALUTE TO THE FLAG

Library Director Vinke led in the Salute to the Flag.

D. APPROVE ORDER OF AGENDA

Motion by Commissioner Maroko, seconded by Commissioner Rowe and approved by voice vote, the order of the agenda.

The motion carried 7-0.

E. BLUE FOLDER ITEMS – ADDITIONAL BACK UP MATERIALS

E.1 For Blue Folder Documents

Library Director Vinke reported several items received under the Blue Folder.

Motion by Commissioner Galassi, seconded by Commissioner Maroko, and approved by voice vote, to receive and file Blue Folder Items.

The motion carried 7-0.

F. CONSENT CALENDAR

F.1. APPROVE AFFIDAVIT OF POSTING FOR THE REDONDO BEACH PUBLIC AMENITIES COMMISSION MEETING OF OCTOBER 7, 2024

Motion by Commissioner Maroko, seconded by Commissioner Rowe, and approved by voice vote, the Consent Calendar, as presented.

The motion carried 7-0.

G. EXCLUDED CONSENT CALENDAR ITEMS - None

H. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

H.1 For eComments and Emails Received from the Public

There were no public comments on this item.

I. ITEMS CONTINUED FROM PREVIOUS AGENDAS – None

J. ITEMS FOR DISCUSSION PRIOR TO ACTION

J.1. ELECTION OF OFFICERS- CHAIR AND VICE CHAIR

Commissioners Maroko and Yousufzai expressed interest in serving as Chair or Vice Chair.

Motion by Commissioner Lang, seconded by Commissioner Rowe, and approved by voice vote, to appoint Commissioner Yousufzai as Chair and Commissioner Maroko as Vice Chair of the Public Amenities Commission (PAC).

The motion carried 7-0.

Chair Yousufzai and Vice Chair Maroko took their places on the dais.

J.2. DISCUSSION AND POSSIBLE ACTION REGARDING THE PUBLIC AMENITIES COMMISSION'S BYLAWS AND COMMITTEE APPOINTMENTS

Library Director Vinke presented details of the Administrative Report.

Discussion followed regarding creating a Committee to review other bylaws; develop bylaws for the Commission and return to the full Commission for discussion, having staff present recommendations to the Commission for appropriate bylaws, the possibility of the City Clerk's office generating bylaws for all the Commissions and

customizing the bylaws depending on the Commissions. It continued regarding incorporating the bylaws of the different Commissions that were consolidated into the PAC and including the ordinance as part of the discussion.

Discussion followed regarding the need to continue with the Minor Alterations Committee that was part of the Preservation Commission, tabling the discussion until all of the presentations have been received and appointing a bylaws Committee.

Motion by Vice Chair Maroko, to hear Item No. J.2 after Item No. J.6.

Discussion followed regarding the specificity of the different bylaws from the various Commissions, the need for legal assistance and the matter requiring time and attention.

Library Director Vinke listed days and times available for the PAC to meet.

Discussion followed regarding options for meeting days and times.

There were no public comments on this item.

Restated motion by Vice Chair Maroko, seconded by Commissioner Caldwell, and approved by voice vote, to return to this item after Item No. J.6.

The motion carried 7-0.

Chair Yousufzai returned to this Item after Item No. J.6.

Commissioner Galassi suggested that at a minimum, the Commission should reestablish the Minor Alterations Committee as the work that it does is ongoing; talked about establishing others and commented on deciding Commission meeting dates and times.

Commissioner McCauley suggested the Facilities Users and the Volunteer Committees.

Discussion followed regarding setting the number of Committee members in the bylaws, rules specific to Committees, the possibility of a Committee in charge of setting history outdoors (i.e., Path of History Committee).

Deputy Community Services Director Orta presented options for the Commission to consider; talked about the purview of the Commission being large and about the importance of understanding and prioritizing and offered to return with a comprehensive list of all Committees.

Chair Yousufzai suggested appointing two Commissioners to each of four Committees that would address the issues of the four previous Commissions that formed the PAC

as well as others that fall under the purview of projects.

Library Director Vinke added that another criteria to establish Committees is a requirement detailing the goal of the Committee and the specific time frame connected to the achievement of those goals. He suggested creating the Committees now and staffing them at another meeting once the goals and timelines are in place.

Discussion followed regarding adopting the previously existing Committees but waiting to add new ones, allowing staff to go back to prioritize and find opportunities to minimize and return with a recommendation and knowing the importance and level of workload each Committee may require.

It was suggested that Commissioners that were members of other Committees write a summary of the requirements of each.

Discussion followed regarding having the Chair be part of the process until the next meeting and meet with Library Director Vinke, Community Services and the City Clerk to get guidance on how the Committees should be structured and focusing on the three Committees that have ongoing work at this time and having staff return with recommendation on the rest.

There were no public comments on this item.

Motion by Chair Yousufzai, seconded by Vice Chair Maroko, and approved by voice vote, to continue with the existing, three main Committees including Minor Alternations, Facility Users and the Volunteer Acknowledgement Committees, and address the rest of the Committees at the next meeting.

The motion carried 7-0.

Discussion followed regarding asking staff to return with draft bylaws for the PAC.

Library Director Vinke talked about the possibility of staff needing more time to develop draft bylaws and that staff could provide an update at the next meeting.

Discussion followed regarding using bylaws from the former, individual Commissions, the need to develop new bylaws for the new PAC, similarity between bylaws and the need to be compliant with City code regulations regarding the operation of meetings and Commissions.

Motion by Commissioner Galassi, seconded by Commissioner McCauley, and approved by voice vote, to continue the discussion regarding bylaws to the next meeting of the PAC and establish that PAC meetings will be held the second Wednesday of each month at 6:30 p.m.

The motion carried 7-0.

Discussion followed regarding staffing the Committees. Regarding the Facility Users Committee, Commissioners McCauley, Galassi and Chair Yousufzai were previously on the Subcommittee and will continue to serve as members of the Facility Users Committee. Regarding the Minor Alterations Committee, Commissioner Galassi reported she was in the former Subcommittee and Vice Chair Maroko stated he could serve for one month.

Commissioner Lang indicated wanting more information about the Minor Alterations Committee.

Senior Planner Kinsella reported the Minor Alterations Subcommittee is in the Preservation Ordinance; stated meetings last about 30 minutes and are project specific and spoke about the urgency as these involve homeowners who are waiting to process permits. She added that meetings were usually held every other month.

Commissioner Lang offered to join the Committee.

Senior Planner Kinsella spoke about training staff and noted she has been the only Preservation Planner for the City with support from previous Planner Antonio Gardea.

Regarding the Volunteer Acknowledgement Committee, Commissioner Rowe stated he needs people to help one or two hours per month to outreach to people who are volunteers or groups to fill out applications.

Commissioner Caldwell offered to join the effort.

Motion by Commissioner Yousufzai, seconded by Commissioner McCauley, and approved by voice vote, to appoint Commissioners McCauley, Galassi and Chair Yousufzai to the Facility Users Committee, Commissioners Galassi and Lang to the Minor Alterations Committee and Commissioners Rowe and Caldwell to the Volunteer Acknowledgement Committee.

The motion carried 7-0.

Chair Yousufzai moved to Item No. K.

J.3. RECEIVE AND FILE AN OVERVIEW OF PRESERVATION

Senior Planner Stacey Kinsella narrated a PowerPoint presentation with details of Preservation in Redondo Beach.

Regarding the last two properties up for consideration by the Preservation Commission, Senior Planner Kinsella reported they will be brought before the PAC and will be on the PAC's next agenda; noted tear down buildings in North Redondo will be part of the effort for the new City-wide survey and stated there is discussion within the

preservation community to possible preserve 1950s track housing.

Vice Chair Maroko referenced an old farm house at 2604 Fisk Lane and talked about a story about the person who owned it and information available in the Historical Museum. In reply to his question regarding the Certified Local Government Program and whether there is a deadline for submitting information, Senior Planner Kinsella stated if there is something missing, she will reach out to individual Commissioners and some of the information is included in applications.

There were no public comments on this item.

Motion by Vice Chair Maroko, seconded by Commissioner Caldwell, and approved by voice vote, to receive and file the presentation.

The motion carried 7-0.

J.4. RECEIVE AND FILE OVERVIEW OF THE FORMER RECREATION AND PARKS COMMISSION INCLUDING ACTIVE COMMITTEES

Deputy Community Services Director Orta narrated a PowerPoint presentation with details of the former Recreation and Parks Commission, including active Committees and how it related to the Community Services Department.

In reply to Vice Chair Maroko's question, Deputy Community Services Director Orta reported the Halloween Party at Perry Park on October 26th is still planned.

Vice Chair Maroko announced the Historical Society is having a Halloween event on October 26th at Dominguez Park and asked about plans to replenish damaged plaques at Veterans Park. Deputy Community Services Director Orta reported there is no specific funding to replace them yet and that the Public Works Department will take the lead on the project; noted that the PAC will consider the resident who wants to install a plaque in Riviera Village in an upcoming meeting. Vice Chair Maroko talked about incorporating Recreation and Parks with the City Arborist and suggested establishing an interactive program for adult education where residents can learn about City trees.

Discussion followed regarding whether entertainment falls within Recreation and Parks or Cultural Arts, crossover and gray areas when it comes to jurisdiction and communication to the residents regarding the status of pickleball at the various parks.

Deputy Community Services Director Orta provided a brief overview of the status of pickleball at various City parks including Aviation and Alta Vista Parks.

Discussion followed regarding the requirement for a sound study at Alta Vista Park, CEQA exemptions,

There were no public comments on this item.

Motion by Commissioner McCauley, seconded by Commissioner Maroko, and approved by voice vote, to receive and file the presentation.

The motion carried 7-0.

J.5. RECEIVE AND FILE AN OVERVIEW OF THE FORMER HISTORICAL COMMISSION INCLUDING ACTIVE COMMITTEES

Cultural Arts Manager Margolis narrated a PowerPoint presentation with an overview of the Historical Commission.

Discussion followed regarding distinctions between the Morrell House and the Redondo Beach Historical Museum, digitization of books and other materials and deciding what goes in the Museum and what goes in the Morrell House.

Vice Chair Maroko talked about getting people excited about history in the City; asked about metrics such as a census or survey or tracking visitors that lets the Commission know how things are working; talked about needing to promote the Halloween events and mentioned a contract for the Path of History markers.

In reply to questions from Chair Yousufzai, Cultural Arts Manager Margolis addressed the budget, Museum operations and maintenance, estimates for improvements, the need to understand the scope of improvements, the need for volunteers, hiring more part time employees and the possibility of bringing in third parties to manage staffing.

Brief discussion followed regarding roofing requirements for historic buildings, posting openings on the City website, active committees specific to the Historic Commission, the ability to cross train staffing and challenges with staffing.

There were no public comments on this item.

Motion by Commissioner McCauley, seconded by Commissioner Lang, and approved by voice vote, to receive and file the presentation.

The motion carried 6-1. Vice Chair Maroko was opposed as he felt it was a misleading report.

J.6. RECEIVE AND FILE OVERVIEW OF THE FORMER LIBRARY COMMISSION

Library Director Vinke narrated a PowerPoint presentation with details of the Redondo Beach Public Library system and an overview of the Library Commission.

Discussion followed regarding the exams proctored by the Library, significant factors in the increases in volunteerism, tabulating visits, the Library's welcoming environment, the Daily Breeze update, plans to give tours to the Commission, receiving reports for Directors during Commission meetings and that process, addressing the process in the bylaws and rules of conduct and addressing violations.

There were no public comments for this item.

Motion by Commissioner Maroko, seconded by Commissioner Galassi, and approved by voice vote, to receive and file the presentation.

The motion carried 7-0.

Chair Yousufzai returned to Item No. J.2.

K. MEMBER ITEMS AND REFERRALS TO STAFF

Commissioner Maroko shared his goals as a member of the Commission; talked about serving on the Library Commission and on the Historical Commission; discussed a goal from a prior Historical Commissioner who had the goal of having Wilderness Park designated as a historical landmark and spoke about consolidating the Library and the Museum under the direction of the Library Director. Additionally, he mentioned the possibility of having a part time Librarian/Historical Curator and a full time Museum Director and suggested exploring markers on sidewalks marking specific events.

Commissioner Galassi talked about providing information and updates on Commission activities and projects on the City website.

Chair Yousufzai asked about the status of signage about eBikes at Dale Page Park and thanked staff for their great work.

L. ADJOURNMENT – 9:18 p.m.

There being no further business to come before the Public Amenities Commission, motion by Commissioner Maroko to adjourn the meeting at 9:18 p.m. to a regular meeting to held at 6:30 p.m., on Wednesday, November 13, 2024 in the Redondo Beach City Hall Council Chambers 415 N. Pacific Coast Hwy. Redondo Beach, California.

Motion carried, 7-0.

All written comments submitted via eComment are included in the record and available for public review on the City website.

Respectfully submitted:

Library Director
Dana Vinke