



**Honorable Mayor and Members of the Hermosa Beach City Council**

**APPROVAL OF AGREEMENT WITH THE WOMAN’S CLUB OF HERMOSA BEACH FOR USE OF THE CLARK BUILDING**

**CEQA:** Approval of the agreement with the Woman’s Club of Hermosa Beach for use of the Clark Building would be exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines section 15304 (e). The proposed agreement would allow for a minor, temporary use of an indoor City facility with negligible or no permanent effect on the environment.  
(Community Resources Director Lisa Nichols)

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**Recommended Action:**

Staff recommends City Council:

1. Approve an agreement with the Woman’s Club of Hermosa Beach (Woman’s Club) for use of the Clark Building beginning September 2025 through December 2028 (**Attachment 1**); and
2. Authorize the City Manager to execute the agreement and the City Clerk to attest, subject to approval by the City Attorney.

**Executive Summary:**

The Woman’s Club was founded in 1921 with the mission to give back to the Hermosa Beach community through philanthropic, civic, and cultural pursuits. The Woman’s Club holds its board and club meetings on the second Wednesday of each month from September through April, except for month of December. The Woman’s Club’s main fundraising event is its annual pancake breakfast with a silent auction and family-friendly activities, held in the month of October. Following the completion of Capital Improvement Program (CIP) Project 689 Clark Building Renovations, the Woman’s Club desires to resume holding its board and club meetings and annual event within the Clark Building.

**Background:**

The Clark Building was constructed in 1936, adjoining the Lawn Bowling Club, Clark Field, and the Kelly Tennis and Pickleball Courts, collectively known as the Clark Complex. Over the decades, the building has served as a location for various gatherings, including meetings, private parties, recreation classes, and community events, and has undergone various refurbishments. In August 2025, CIP Project 689 Clark Building Renovations was completed, marking the latest upgrade to the historic facility.

Prior to the recent renovation of the Clark Building, the Woman’s Club has historically been among the top users of the Clark Building for its board and club meetings and its annual fundraising event, a pancake breakfast. Additionally, the club was provided a storage closet in the Clark Building for club-related materials. Both the use of the facility and the storage space have not been of cost to either organization in previous years.

At its March 11, 2025 City Council approved new Clark Building use policies and reservation rates to accompany the renovated facility.

***Past Council Actions***

Meeting Date	Description
<p><b><u>City Council:</u></b>  <a href="#"><u>March 11, 2025</u></a></p>	<p>City Council approved the new Clark Building use policies and reservation rates and directed staff to return to Council in one year with a report on the usage of the building.</p>

**Discussion:**

To permit the Woman’s Club’s use of the facility, Staff worked with the club to develop mutually agreeable terms for a three-year agreement permitting the club’s ongoing use of the Clark Building beginning in September 2025 through December 2028.

The proposed agreement incorporates terms, including but not limited to, the following:

- The Woman’s Club may use the Clark Building for the club’s board and club meetings on the second Wednesday of each month from September through April, except for the month of December, and for the club’s annual pancake breakfast on an agreed-upon Sunday in October, with setup on the preceding Friday and Saturday.
- The club would pay 25% of direct costs associated with the use of the facility per the City’s annual Master Fee Schedule. Direct costs would include City staff time associated with the use of the facility and the use of City equipment, such as the projector and screen.
- The City would provide four reserved parking spaces adjacent to the Clark Building for the club’s use during approved reservation times.
- The City would provide one lockable storage cart located in the Clark Building’s kitchen within a designated storage area for club-related materials, with the exception of food items.

**Fiscal Impact:**

If the proposed agreement is approved, the Woman’s Club will be responsible for paying 25% of direct costs associated with the use of the Clark Building, in accordance with the City’s annual Master Fee Schedule. These costs are estimated to total approximately \$116.75 each fiscal year for City staff time related to the club’s meetings and pancake

breakfast. Additionally, an estimated cost of \$50.87 would apply each time the club requests use of the City's projector and screen.

**Attachments:**

Proposed Woman's Club Agreement September 2025-December 2028

**Respectfully Submitted by:** Lisa Nichols, Community Resources Director

**Noted for Fiscal Impact:** Brandon Walker, Administrative Services Director

**Legal Review:** Todd Leishman, Interim City Attorney

**Approved:** Steve Napolitano, Interim City Manager