



Honorable Mayor and Members of the Hermosa Beach City Council

INTRODUCE AN ORDINANCE TO AMEND HERMOSA BEACH MUNICIPAL CODE CHAPTERS 2.20 COMMUNITY RESOURCES DEPARTMENT, 2.28 PARKS, RECREATION, AND COMMUNITY RESOURCES ADVISORY DEPARTMENT, AND 12.30 SPECIAL EVENTS ON PUBLIC PROPERTY

(Community Resources Director Lisa Nichols)

Recommended Action:

Staff recommends City Council introduce by title only and waive the first reading of an ordinance amending Chapters 2.20, 2.28, and 12.30 of the Hermosa Beach Municipal Code to Update the Title of the Community Resources Department and Determining the Ordinance is Not a Project Under the Environmental Quality Act (“CEQA”).

Executive Summary:

At its November 3, 2025 meeting, City Council received and filed an informational item regarding renaming the Community Resources Department (Department) to the Parks and Recreation Department and directed staff to return to City Council for formal approval to implement the change.

Background:

Per Hermosa Beach Municipal Code (HBMC) Section 2.20.010, “the functions of the Department are to provide opportunities for educational, recreational, cultural, and social service activities for all age groups and to develop and maintain in an attractive and safe manner the leisure areas and facilities of the city and to ensure that such facilities are suitable for a wide variety of purposes.”

The Department’s key services and programs include:

- Recreation and enrichment programs, including classes, camps, and leagues;
- The P.A.R.K. After School Program;
- The Hermosa Five-O Senior Activity Center;
- Department hosted events, such as:
 - Coastal Cleanup (in partnership with Heal the Bay)
 - Community Movie Nights
 - Hermosa Beach Concert Series
 - Sand Snowman Contest
 - Surfers Walk of Fame Weekend; and

- Veterans Day Ceremony.
- Facilities and open space management through facility rentals and lease agreements;
- Special Event Permit Program for events held on public property; and
- Film/Still Photo Permit Program for film/still photo activity on public and private property.

The current name of the department, Community Resources, may not accurately convey the nature of its services to the public. The department provides a wide range of recreational, event, facility, and permit-related services, and the Department name may not be immediately identifiable with those functions with the current name. The name Community Resources is unique to the City of Hermosa Beach within the South Bay region among departments that provide recreation services. **Table 1** below outlines the names of departments in several neighboring South Bay cities that offer recreation services, most of which include “recreation” to more clearly communicate the services offered.

City	Department Name
Carson	Community Services/Recreation/Park Maintenance
El Segundo	Recreation, Parks, and Library
Gardena	Recreation and Human Services
Hawthorne	Recreation and Community Services
Inglewood	Parks, Recreation, and Community Services
Lawndale	Community Services
Lomita	Parks and Recreation
Manhattan Beach	Parks and Recreation
Redondo Beach	Community Services
Torrance	Community Services

Past Commission and Council Actions

Meeting Date	Description
City Council: September 9, 2025	Councilmember Keegan requested, with support from Mayor Saemann, directing staff return with an informational item on renaming the Department to the Parks and Recreation Department.
Parks, Recreation, and Community Resources Advisory Commission: November 3, 2025	The Commission provided input on renaming the Department to the Parks and Recreation Department.

Meeting Date	Description
City Council: November 3, 2025	City Council received and filed the informational item and directed staff to return to City Council for approval to implement the change.

Discussion:

If City Council approves the proposed ordinance (**Attachment 1**) to amend Hermosa Beach Municipal Code Chapters 2.20 Community Resources Department, 2.28 Parks, Recreation, and Community Resources Advisory Commission (Commission) and 12.30 Special Events on Public Property, the ordinance would formally rename the Community Resources Department to the Parks and Recreation Department, change the department director’s title to Parks and Recreation Director, and rename the Parks, Recreation, and Community Resources Advisory Commission to the Parks and Recreation Advisory Commission.

Following adoption of the proposed ordinance, staff would proceed with the remaining administrative and operational updates necessary to implement the department name change, including, but not limited to:

- Updating Department forms and templates;
- Replacing Department signage across facilities;
- Updating the Department name throughout the City website;
- Updating the Department name throughout Recreation software;
- Ordering of new Department staff uniforms, badges, and business cards;
- Updating full-time and part-time job descriptions, as needed; and
- Updating the Department name throughout internal systems with Administrative Services.

Fiscal Impact:

The estimated costs to proceed with the administrative and operational updates to implement the department name change would include ordering new Department staff uniforms at \$2,000 and one-time costs to replace Department signage across City facilities following completion of a full inventory and assessment of signage requiring updates. Staff would seek to manage expenses within the existing department budget, and use budgeted prospective expenditures if necessary.

Attachment:

Proposed Ordinance

Respectfully Submitted by: Lisa Nichols, Community Resources Director

Concur: Myra Maravilla, City Clerk

Noted for Fiscal Impact: Henry Chao, Finance Manager

Concur: Brandon Walker, Administrative Services Director

Approved: Steve Napolitano, City Manager