



**CITY OF MANHATTAN BEACH CITY HALL**

1400 Highland Avenue, Manhattan Beach, CA 90266

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**TO:** Honorable Mayor and Members of the City Council  
**FROM:** Mark Leyman, Parks and Recreation Director  
**MEETING:** City Council Meeting, May 5, 2020  
**SUBJECT:** Agenda Item No. 3 – Consideration of Parks Re-Opening Plan  
**DATE:** May 4, 2020

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## **SUPPLEMENTAL ATTACHMENT**

The following attachments are for City Council consideration regarding the Parks Re-Opening Plan.

- Parks Re-Opening Plan
- Parks Re-Opening Timeline
- Parks Re-Opening Signage and Barricade Plan



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**Bruce Moe, City Manager**

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## **CITY OF MANHATTAN BEACH PARKS & RECREATION ROAD MAP TO RE-OPEN PARKS & RECREATION FACILITIES**

Returning City Parks & Recreation facilities to pre-COVID-19 operational status requires a measured approach to ensure that safeguards continue to be in place to limit the spread of COVID-19. The approach is intended to be a gradual re-opening of parks and amenities with the safety of the community at the forefront. A 4-Phase approach provides limited active recreation opportunities for residents while maintaining social distancing requirements.

Following the guidance of the United States Centers for Disease Control, California Department of Public Health, and Los Angeles County Public Health Officers, the City should have the ability to implement all of the following measures during various re-opening phases. City Employees will continue to evaluate and monitor adherence to social distancing and Public Health orders and recommend adjusting openings and closures on an as needed basis. All amenities, definitions of gatherings, and operations subject to change based on LA County Department of Public Health and California State Public Health Guidelines.

### **PHASE 1: SOCIAL DISTANCING REQUIRED - OPEN GREEN SPACE/WALKWAYS ONLY**

(Employee implementation requirement of 4 days)

(Excludes dog runs, sports courts, restrooms, athletic fields, etc.)

Prior to Opening:

- Deploy barricades around all playground, fitness equipment and park amenities: \$6,000
- Coordinate signage & deployment throughout parks: \$6,000
- Coordinate marketing through e-blasts, mailer and social media

### **PARKS:**

- Bruce's Beach
- Live Oak Park

- 8th Street Parkette
- Larsson Street Parkette
- Manhattan Village Park
- Sand Dune Park
- Manhattan Heights Park
- Marine Avenue Park
- Polliwog Park
- Veteran's Parkway

**Park Hours:**

- Bruce's Beach: Dawn-10pm
- Live Oak Park: Dawn-10pm
- 8th Street Parkette: 8am-Sunset
- Larsson Street Parkette: 8am-Sunset
- Manhattan Village Park: Dawn-10pm
- Sand Dune Park: Dawn-9pm
- Polliwog Park: Dawn-10pm
- Veterans Parkway: Dawn-10pm

**Operations:**

- Parks Employees to patrol hourly and inform patrons of policies, notify PD as necessary
- Schedule Employees at locations consistent with peak usage times
- Park Employees to document daily occurrences
- Park Ranger and/or Police to patrol periodically

**PHASE 2: SOCIAL DISTANCING REQUIRED/RESPONSIBLE PUBLIC USE**

(Employee implementation requirement of 1 week)

Re-open: Park Restrooms, Dog Runs, Tennis Court Reservations, Paddleball/Pickleball Reservations, Begg Pool Rec Swim Reservations & Lap Swim Reservations

Phase 2 reservations available to/subject to expanding the maximum participation as a phase within a phase based on LA County & California State Public Health Guidelines

Phase 1 Operations remain in place

Prior to Opening:

- Post signage at facilities with guidance to reduce the risk of COVID-19
- Post signage and checklists inside facilities with guidance to maintain a clean and safe workplace
  - Employees required to wear face coverings
  - All communal items, including pens, phones and computers must be cleaned
- P&R to purchase tuff shed at Manhattan Heights Tennis Courts: \$8,600
- Coordinate signage on Facilities, including floor markings indicating 6 feet apart
- Set-up reservation system in ActiveNet for tennis courts, pickleball/paddleball courts, and Begg Pool
- Coordinate marketing through e-blasts, mailer and social media

## **PARK RESTROOMS**

- Open/close with park hours
- CCS to provide sanitizing and cleaning services daily
- Merchants to open/close
- Coordinated marketing through e-blasts, mailer and social media

## **DOG RUNS**

Protocols:

- Max 10 persons (Live Oak, Polliwog); Max 3 persons (Marine)
- Max time in dog run - 15 minutes
- Social distancing signage at entryway
- Floor markings at entryway
- Responsibility of user to adhere to modifications, protocols and occupancy

Operations:

- Continue normal park hours
- Park Employees to Open/Close; monitor hourly
- Park Employees to sanitize fences and benches
- Park Ranger to patrol periodically
- Police to support and enforce as necessary
- Merchants to groom chips daily at Noon

## **\*/\*\*TENNIS COURTS**

Protocols: Subject to LACDPH guidelines

- Max 2 per court (Singles only)
- CCS to sanitize hard surfaces daily (entryway, benches, etc.)

Operations:

- Limited hours 7am-7pm daily
- Hourly reservations (50 minute reservations to allow plenty of time for people to arrive/leave without interacting)
- Reservation made no more than 3 days in advance and up to 1-minute prior
- Fee based on location (no fee at MH)/Non-resident fee at all locations
- Sign-in required
- Park Employees to monitor reservations
- Park Employees to sanitize tennis office areas

## **\*PICKLEBALL/PADDLEBALL COURTS**

Protocols:

- Max 2 per court (Singles only)
- CCS to sanitize daily

Operations:

- Limited hours 7am-7pm daily
- Hourly reservations (50 minute reservations to allow plenty of time for people to arrive/leave without interacting)
- Reservation made no more than 3 days in advance and up to 1-minute prior
- No fee
- Sign-in required
- Park Employees to monitor reservations

## **\*BEGG POOL**

Protocols: Subject to LACDPH guidelines

- Family Swim - Max 4 per designated area

- Lap Swim - Max 1 per lane
- CCS to sanitize and clean locker rooms daily

Operations:

- Limited hours 10am-6pm daily
- Hourly reservations (50 minute reservations to allow plenty of time for people to arrive/leave without interacting)
- Reservation required made 3 days in advance up to 1-minute prior
- Fee based
- Aquatics Employees to monitor reservations & provide lifeguard services
- Aquatics Employees to sanitize area regularly

**PHASE 3: SMALL GATHERINGS/ADHERENCE TO PUBLIC HEALTH ORDER REQUIREMENTS - LIMITED PARTICIPANTS**

(Employee implementation requirement of 2 to 3 weeks based on amenity/program)

Re-open: Amenities- Basketball Courts, Skatepark, Batting Cages, Athletic Fields, Sand Dune (Family Use on Dune and Stairs), Picnic Pads

Phase 3 reservations and activity registration available to/subject to expanding the maximum participation within this phase, subject to LA County & California State Public Health Guidelines in affect.

**BASKETBALL COURTS**

Protocols:

- Maximum 10 per full court/6 half court subject to guidelines set by Public Health Order

Operations:

- Continue normal park hours
- Park Employees to Open/Close
- Park Employees to patrol hourly
- Park Ranger/Police to patrol hourly

**SKATEPARK**

Protocols:

- Maximum 20 subject to guidelines set by Public Health Order

Operations:

- Limited Hours 9am-7pm
- Park Employees to Open/Close
- Park Employees to patrol hourly
- Park Ranger/Police to patrol periodically

### **BATTING CAGES (RESERVATIONS ONLY)**

Protocols:

- Max 2 per designated area

Operations:

- Limited hours 10am-6pm daily based on reservation
- Hourly reservations (50 minute reservations to allow plenty of time for people to arrive/leave without interacting)
- Reservation required made 7 days in advance up to 1 business day prior
- Fee based
- Park Employees to patrol hourly
- Park Ranger/Police to patrol periodically

### **\*\*CITY ATHLETIC FIELDS (RESERVATIONS ONLY)**

Protocols: Subject to Public Health Order

- Max 10 per designated area
- Merchants to clean dug outs daily

Operations:

- Limited hours 10am-6pm daily
- Hourly reservations (60 minute reservations with 30 minutes between each to allow plenty of time for people to arrive/leave without interacting)
- Reservation required made 7 days in advance up to 1 business day prior
- Fee based
- Park Employees to patrol hourly

- Park Ranger/Police to patrol periodically

## **PICNIC PADS**

Protocols: Subject to Public Health Order

- Max 6 per designated area
- Park Employees to clean and sanitize before/after use

Operations:

- Limited hours 10am-6pm daily
- Min 2 hours per reservation/Max 4 hours per reservation
- Reservation required 7 days in advance and up to 1 business day prior to reservation
- Fee based
- Park Employees to patrol hourly
- Park Ranger/Police to patrol periodically

## **SAND DUNE (FAMILY DUNE AREA)**

Protocols: Subject to Public Health Guidelines

- Max 10

Operations:

- Limited Hours: 10am-6pm daily
- Park Employees to open/close monitor hourly
- Park Ranger/Police to patrol periodically

## **SAND DUNE STAIRS (ONE-WAY)**

Protocols: Subject to Public Health Guidelines

- One-Way - Up Northside, Down Southside
- Allow dogs on leash to walk through park

Operations:

- Limited Hours: 7am-7pm daily
- Park Employees to Open/Close; monitor hourly



- Park Ranger/Police to patrol periodically

### **PHASE 3 - PROGRAMS**

(Staff implementation requirement of 2 to 3 weeks)

The following programs and activities will be based on LA County & California State Public Health Department Guidelines in affect at that time.

Based on staff experience, we would recommend the following guidelines for: Film Permits, Small Events, Youth Camps/Recreation Activities/ Private Tennis Instruction/Rec Afterschool, Sport Leagues, Swim Lessons, and Art Exhibitions.

### **FILM PERMITS**

- Reservations required made 30 days in advance up to 10-days prior
  - Maximum 4 hours per reservation
  - Maximum 10 per reservation
  - Fee based on location

### **SMALL EVENTS**

- Reservations required made 30 days in advance up to 7-days prior
  - Maximum 4 hours per reservation
  - Maximum 10 per reservation subject to guidelines set by Public Health Order
  - Fee based on location
- CCS to clean after use

### **YOUTH CAMPS/RECREATION PROGRAMMING/PRIVATE TENNIS INSTRUCTIONS**

- Limited hours 9am-6pm daily
- Registration required
- Maximum 6 hours per camp
- Maximum 20 per activity subject to guidelines set by Public Health Order
- Fee based on activity/Non-resident rate
- Coordinated marketing through Manhappenings, e-blasts, direct mailer, quick messaging through social media
- Priority registration for residents

- Parks & Rec Employees and Contractors to coordinate and lead activities - set protocols for Employees
- CCS to sanitize and clean daily

## **LEAGUES**

- Limited hours (TBD)
- Registration required
- Maximum based on activity (TBD)
- League Field Reservations Required - Limited to 1 game per field/2 practices for field subject to guidelines set by Public Health Order
- Fee based on activity

## **SWIM LESSON**

- Limited hours 9am-5pm daily
- Registration required
- Maximum 2 per activity subject to guidelines set by Public Health Order
- Fee based on activity
- Aquatics Employees to coordinate and lead activities - set protocols for Employees
- Coordinated marketing through Manhappenings, e-blasts, direct mailer, quick messaging through social media
- Limited to

## **ART EXHIBITIONS**

- Limited hours 9am-6pm daily
- Maximum occupancy 20 subject to guidelines set by Public Health Order

## **PHASE 4: NORMAL OPERATIONS/ADHERENCE TO PUBLIC HEALTH ORDER REQUIREMENTS**

(Staff implementation requirement of 1 week)

Phase 4 subject to a multiple phase opening based on guidelines for hard surfaces (protocols and operations below enacted, if necessary), large gatherings, and programs for vulnerable populations, including Older Adults

Re-Open: Hard Surface Amenities – Playgrounds, Fitness Stations

## **\*PLAYGROUNDS**

Protocols:

- Maximum 20 subject to guidelines set by Public Health Order
- Coordinated floor signage
- CCS spraying/disinfecting every night/morning during closed hours

Operations:

- Limited Hours 9am-7pm
- Park Employees to Open/Close
- Face Coverings Required (TBD)
- Park Employees to patrol hourly
- Park Ranger/Police to patrol periodically

## **\*FITNESS STATIONS**

Protocols:

- Maximum 10 subject to guidelines set by Public Health Order
- Coordinated floor signage
- CCS spraying/disinfecting every night/morning during closed hour

Operations:

- Limited Hours 7am-7pm
- Park Employees to Open/Close
- Face Coverings Required (TBD)
- Park Employees to patrol hourly
- Park Ranger/Police to patrol periodically

Re-Open: Indoor Facilities, Sand Dune Reservations, Older Adult Programs, Large-Scale Special Events, Tournaments, Large Gatherings

\* Subject to multiple phase openings depending on amenity/program to re-open

\*\*MBUSD Fields, Tennis Courts and Pool subject to MBUSD approval and City Fields subject to regular maintenance

\*\*\* Staff will be in touch with the Pay n Play Racquetball and WestDrift Golf Course operators and report back to City Council with a re-opening plan and timeline for each.



Proposed Park Re-Opening Timeline				
	Phase 1	Phase 2	Phase 3	Phase 4
	Limited Access, Social Distancing Required	Responsible Public Use - Social Distancing Required	Small Gatherings - Adhered to Public Health Order Required - Limited Participation	Normal Operations
Re-Opening Date	8-May	TBD	TBD	TBD (2021)
Duration of Opening	TBD	TBD	TBD	
<b>Open Green Space and Walkways</b> Bruces Beach, Larsson and 8th St. Parkette's, Manhattan Village green space, Sand Dune Grass, Live Oak, Marine Avenue, Manhattan Heights, Veteran's Parkway and Polliwog	Open			
Park Restrooms		Open		
Dog Run		Open - Max 10 (Marine, Max 3)		
Tennis courts		Reservation Required - Max 2	Classes/Private Lessons	
Paddle/Pickleball courts		Reservation Required - Max 2	Classes/Private Lessons	
Begg Pool		Reservations Required Rec Swim- Families Only/Designated Area Lap Swim - Max 1/lane	Swim Lessons Siwim Team Activities	
Picnic Pads			Open/Reservations Optional	
Athletic Fields			Reservation Required	
Batting Cages			Reservation Required	
Basketball Courts			Open	
Skatepark			Open	
Film Permits			Reservation Required	
Small Events			Reservations Required	
Youth Camps/Recreation Programming			Registration Required	
Leagues			Registration Required	
Art Exhibitions			Open - Face Covers	
Sand Dune			Families Only	Reservation Required
Sand Dune Stairs			One Way Limited Access	
Indoor Facilities			Small Events Limited Activites	
Playgrounds				Open
Fitness Station				Open
Older Adult Programs				Open
Special Events				Open
MBUSD Fields, Pool, and Tennis Courts not included with the exception of Begg Pool, Begg Field, and Premier				
Phase movement reccomendations based on community surveillance and in coordination with LA County Public Health				
Requirements for wearing of face coverings TBD				
Phase 2 & 3 priority reservations for Manhattan Beach residents/subject to increased participation numbers based upon LA County & California State Public Health Guidelines				
Subject to closures based on community surveillance or LA County or California State Public Health Guidelines				
Sanitation required regularly				
Facility retrofit required				

# SIGNAGE & BARRICADE DRAFT PLAN

MAY 5, 2020



# PARKS

- BRUCES BEACH/STRAND FITNESS STATION
- LIVE OAK PARK
- SAND DUNE
- MARINE AVENUE PARK
- MARINE AVENUE SPORTS PARK
- MANHATTAN HEIGHTS
- MANHATTAN VILLAGE
- 8<sup>TH</sup> STREET PARKETTE
- LARSSON STREET PARKETTE
- GREENBELT – MIRAPOSA FITNESS STATION
- POLLWOG

# SIGANGE AND BARRICADE PLAN EXPENSES

- BARRICADES: \$6,000
- SIGNAGE: \$6,000
- TOTAL: \$12,000



# SIGNAGE

24in x 36in A FRAMES

COVID-19 ANNOUNCEMENT

## ATTENTION

THE HEALTH AND SAFETY OF OUR COMMUNITY IS A TOP PRIORITY

## PUBLIC HEALTH ORDER REQUIREMENTS

- No Gatherings Allowed
- Social Distancing:  
Stay Six Feet Apart

Violators may be subject to citation up to

**\$1,000**

(CITY OF MANHATTAN BEACH DIRECTOR OF EMERGENCY SERVICES ORDERS NO. 2 AND NO. 5)

## FACE COVERINGS STRONGLY ENCOURAGED



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## HOME is your SAFE place.

#StayHomeMB



## WEAR FACE COVERING



## SOCIAL DISTANCE



FLOOR MARKINGS



FEEL SICK?  
STAY HOME



LAWN SIGNS



SPREAD THE WORD  
NOT THE VIRUS



FACE COVERING  
WEAR IT



REMEMBER  
NO GATHERINGS



SOCIAL DISTANCING  
STAY SIX FEET APART

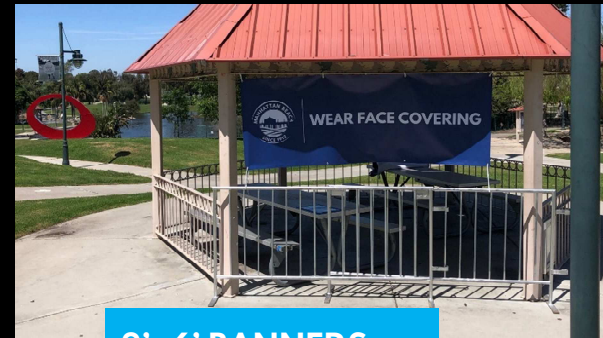
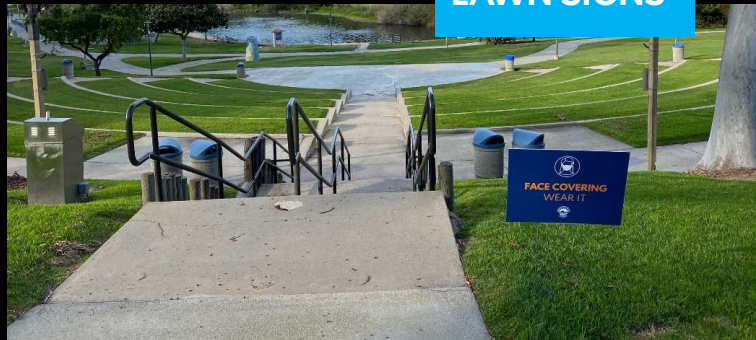


# POLLWOG SIGNAGE & BARRICADES DEPLOYED

LAWN SIGNS



24in x 36in A FRAMES

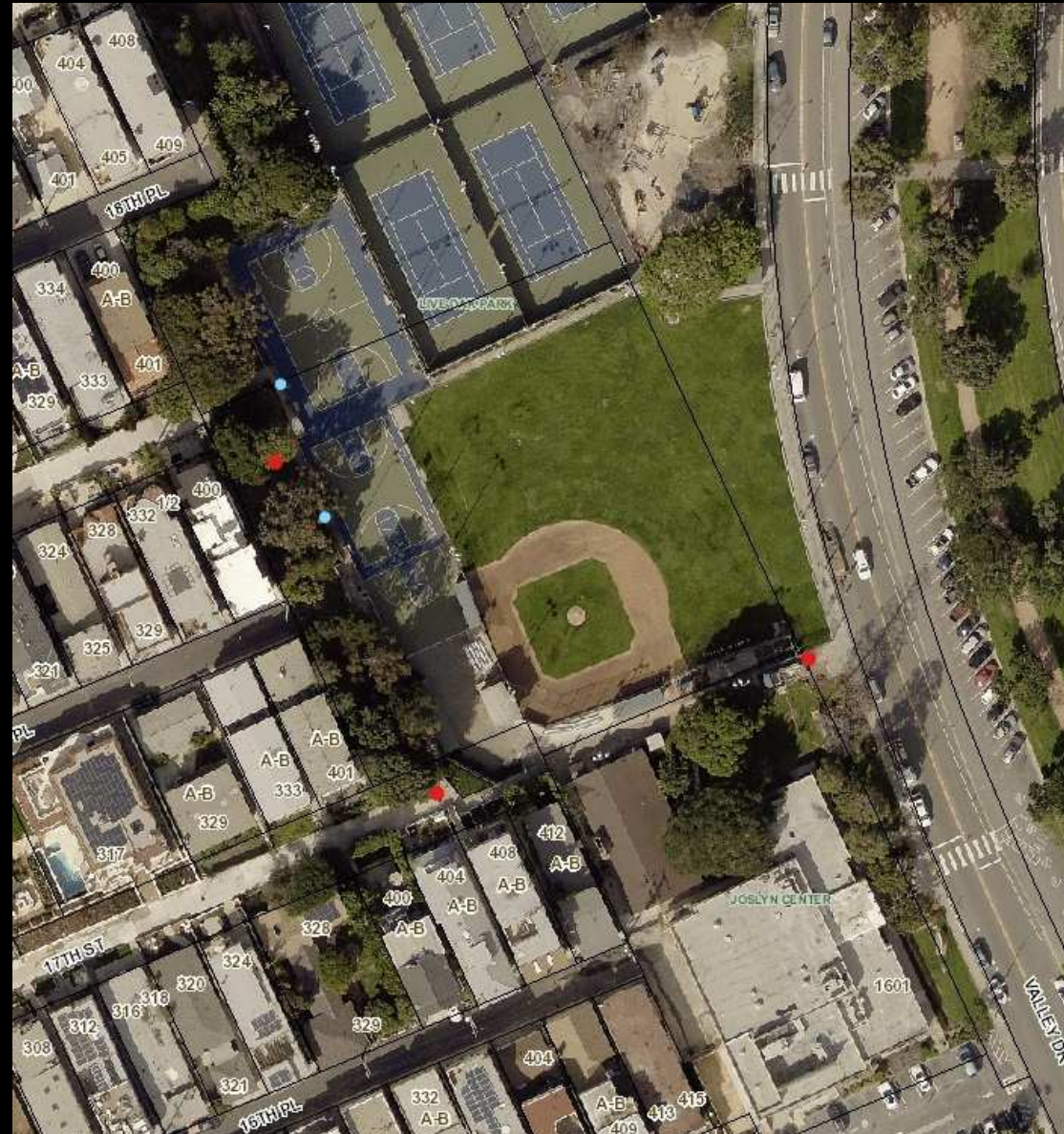


3'x6' BANNERS



# LIVE OAK PARK - SOUTH

- 24X36
- LAWN SIGNS
- BARRICADES



# LIVE OAK PARK - NORTH

- 24X36
- LAWN SIGNS
- BARRICADES



# BRUCE'S BEACH/STRAND FITNESS STATION (CLOSED)

● 24X36

● LAWN SIGNS

— BARRICADES





# SAND DUNE PARK

● 24X36

● LAWN SIGNS

— BARRICADES

# MARINE AVE.

- 24X36
- LAWN SIGNS
- BARRICADES

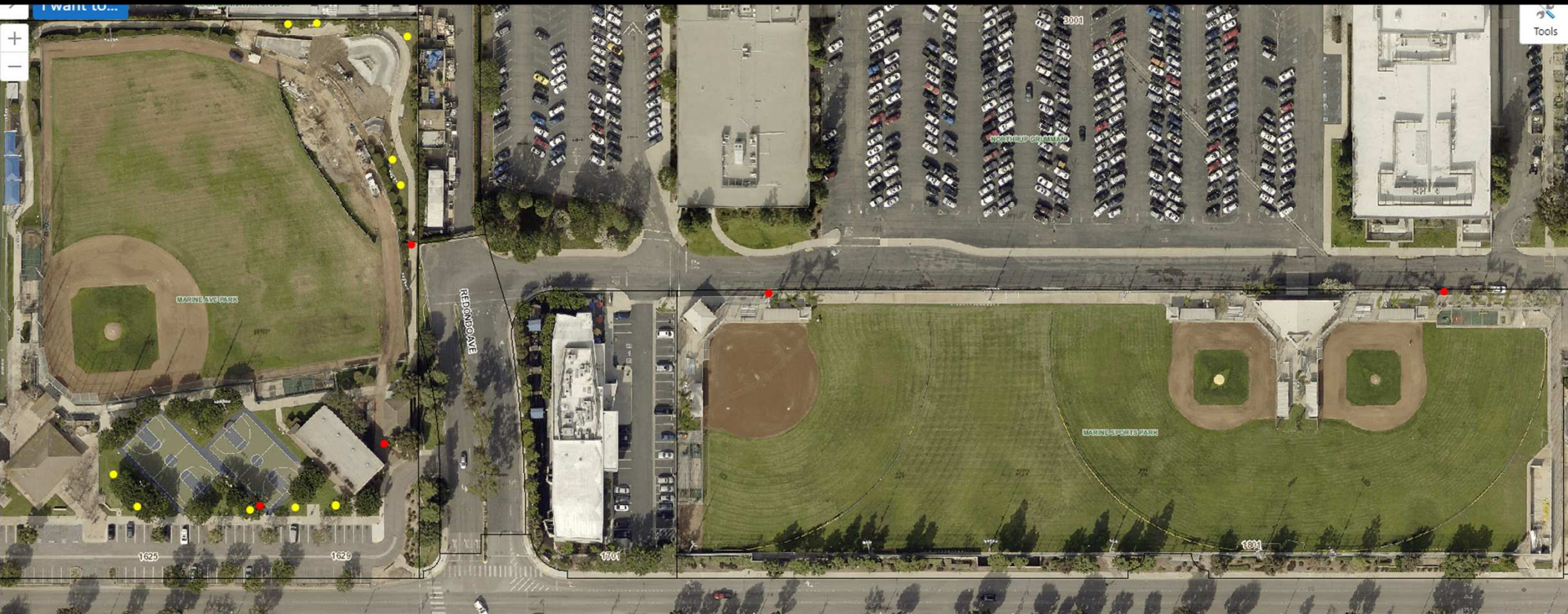


# MARINE AVE. PARK & SPORTS COMPLEX

● 24X36

● LAWN SIGNS

— BARRICADES

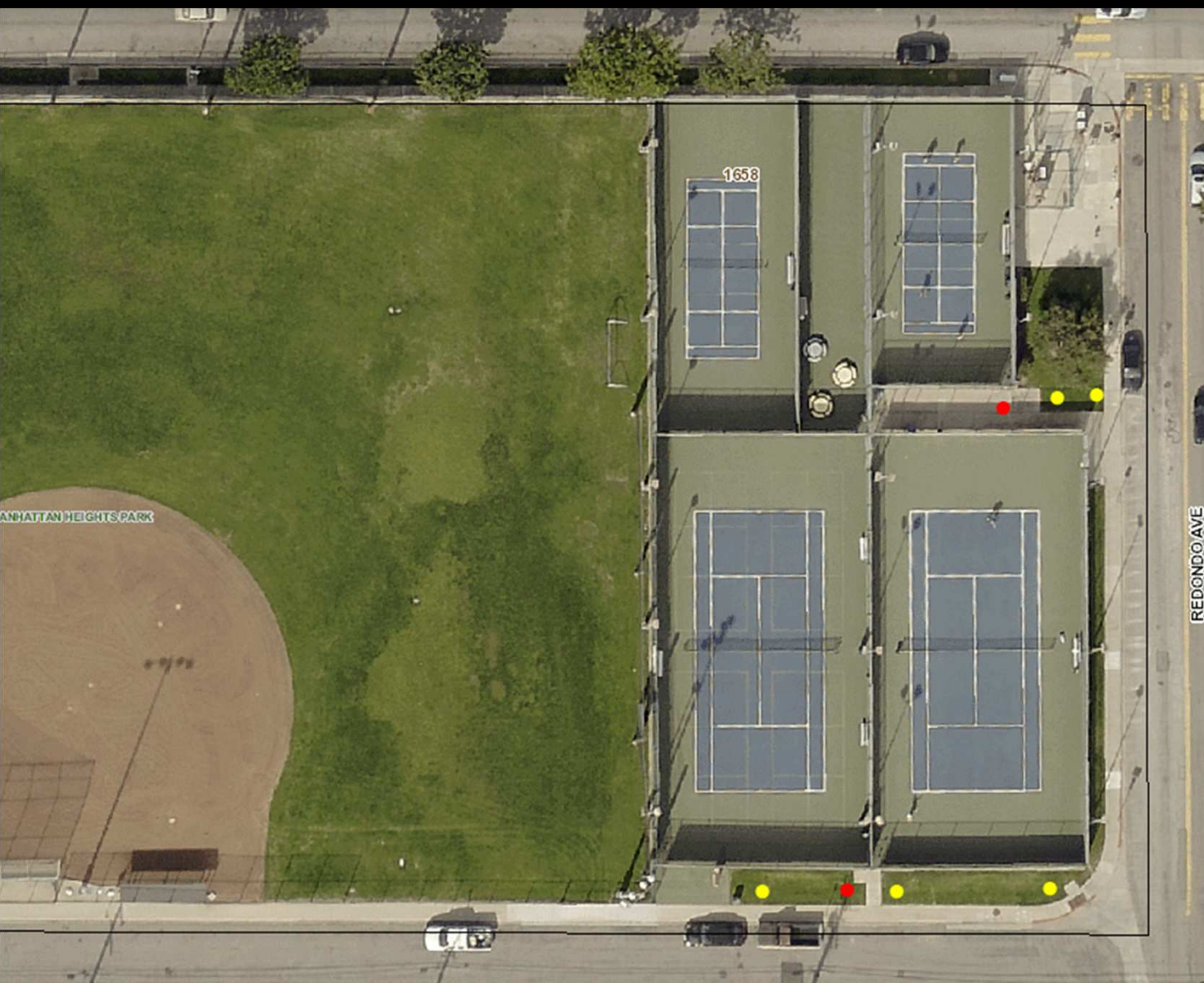




# MANHATTAN HEIGHTS

- 24X36
- LAWN SIGNS
- BARRICADES



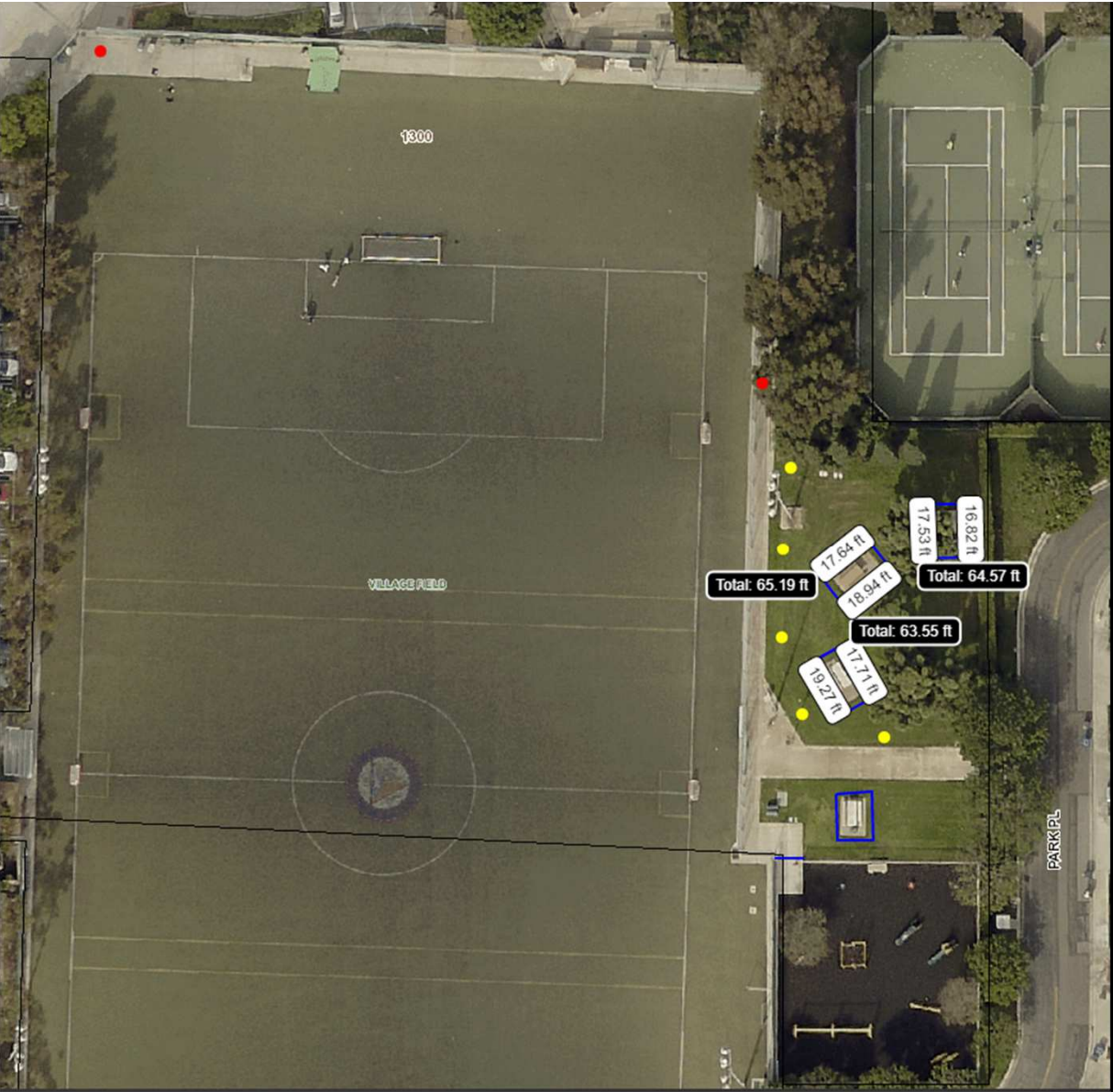


# MANHATTAN HEIGHTS

● 24X36

● LAWN SIGNS

— BARRICADES



# MANHATTAN VILLAGE

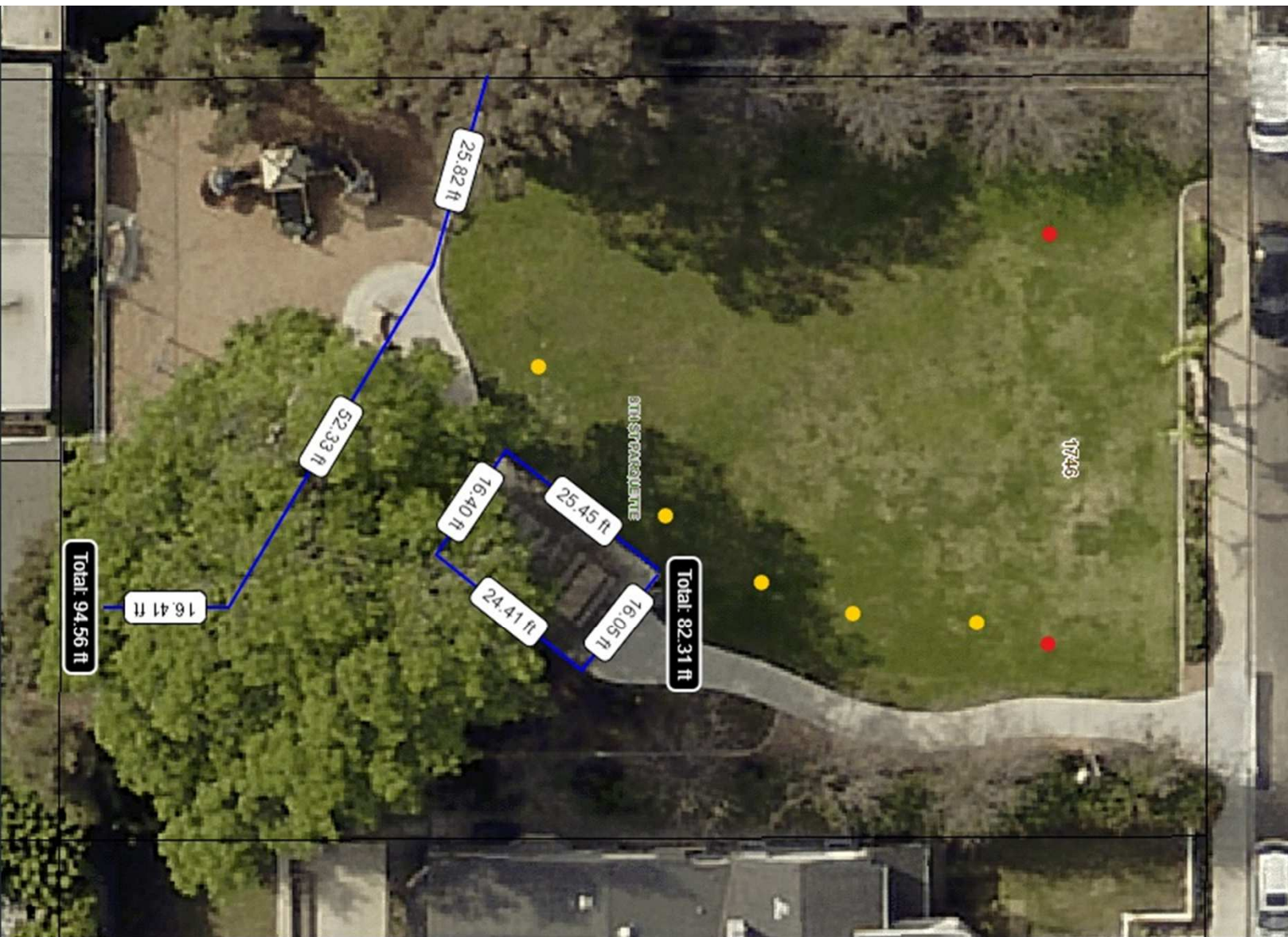
● 24X36

● LAWN SIGNS

— BARRICADES

# 8TH STREET PARKETTE

- 24X36
- LAWN SIGNS
- BARRICADES



# LARSSON STREET PARKETTE



● 24X36

● LAWN SIGNS

— BARRICADES

# GREENBELT/ (MARIPOSA) FITNESS STATION (CLOSED)

- 24X36
- LAWN SIGNS
- BARRICADES

