



**CITY OF MANHATTAN BEACH  
PARKS AND RECREATION COMMISSION  
Monday, August 24, 2020  
4:00 PM  
Location: Virtual – Instructions within Agenda**

**A G E N D A**

**A. CALL TO ORDER**

**B. ROLL CALL**

Commissioner Karger  
Commissioner Greenberg  
Commissioner Weiner  
Commissioner Nicholson

Commissioner McCarthy  
Commissioner Turkmany  
Commissioner Cullen

**C. APPROVAL OF MINUTES**

July 22, 2020 Special Meeting  
July 27, 2020

**D. CEREMONIAL**

**E. AUDIENCE PARTICIPATION (3-Minute Limit)**

The public may address the Commission regarding City business not on the agenda.

**F. GENERAL BUSINESS**

**G. STAFF ITEMS**

City Council recap and upcoming items  
Parks and Recreation Department updates  
Polliwog Park project update

**H. COMMISSION ITEMS**

Parks Master Plan update  
Older Adult Program update  
School District update  
Student update

**I. ADJOURNMENT**

Pursuant to Governor Newsom's Executive Orders No. N-25-20 and No. N-29-20, City Council Chambers is not open to the public. In the interest of maintaining appropriate social distancing, the Parks and Recreation Commission encourages the public to participate by submitting comments on agenda items or other subject matter within the jurisdiction of the Parks and Recreation Commission via email to both [lrobb@citymb.info](mailto:lrobb@citymb.info) and [mleyman@citymb.info](mailto:mleyman@citymb.info), no later than 3:00 PM, August 24, 2020 (the day of the meeting), if you are unable to join the meeting via Zoom.

**Zoom Meeting Instructions:** There are multiple ways to join the meeting. Please Note - the Parks and Recreation Commissioners and Staff will be visible via video, members of the public may choose to turn on their video during public comment during their turn.

If you plan to speak during the meeting, join via Zoom at 3:45 p.m. in order to request to be on the speakers list.

1. Join Zoom Meeting via the internet (download app if needed): Direct URL: <https://comb.zoom.us/j/93781041645>, Meeting ID: 937 8104 1645  
Please name yourself to include the item(s) you wish to speak on, and your First & Last name. Example: G.1 – Jane Smith.
2. Join Zoom Meeting via Phone Application (download app if needed): Download Mobile Apps: <https://zoom.us/download>, Enter Meeting ID: 937 8104 1645  
Please name yourself to include the item(s) you wish to speak on, and your First & Last name. Example: G.1 – Jane Smith.
3. Join Zoom Meeting via Phone Conference (Voice Only): Phone Numbers: +1 669-900-6833 or +1 346-248-7799. Meeting ID: 937 8104 1645.  
Find your local number: <https://comb.zoom.us/j/93781041645>. Upon calling in, you will be "muted" until you are prompted by the Host to state which item you wish to comment on. Your mic will be unmuted when it's your turn to provide Public Comment.

Please Note - All microphones for non-Commissioners or Staff will be muted during the meeting, except during Public Comment periods for which you have requested to speak.

The City strongly advises you of the following:

1. Download the Zoom app to your respective device well ahead of the meeting time. Visit <https://zoom.us/> for the download link. Please make sure you have downloaded the most recent version available.
2. Familiarize yourself with the Zoom application prior to the meeting.
3. Check the condition of all personal electronic equipment, internet and phone connections, and microphone/speaker functionality. The City is unable to support this equipment.
4. Join the meeting prior to the start time. Due to security or technical limitations, admittance to the meeting may not be possible after the meeting begins.
5. Every effort will be made to "rename" participants on Zoom as quickly as possible, so that phone numbers are hidden, however, phone numbers may be partially visible for a brief time.

**CITY OF MANHATTAN BEACH**  
**MINUTES OF THE PARKS AND RECREATION COMMISSION**  
**SPECIAL MEETING**  
**Virtual – Zoom meeting**  
**July 22, 2020**  
**3:00 PM**

CONTENTS

**A. CALL TO ORDER**

The meeting was called to order at 3:08 PM.

**B. PLEDGE TO THE FLAG – Did not occur due to virtual meeting**

**C. ROLL CALL**

Present: Commissioners Greenberg, Karger, McCarthy, Nicholson, Turkmany, Weiner

Absent: Commissioner Cullen

**D. APPROVAL OF MINUTES**

None

**E. CEREMONIAL**

None

**F. AUDIENCE PARTICIPATION (3-Minute Limit)**

None.

**G. GENERAL BUSINESS**

Polliwog Park Playground design and project update – Sr. Engineer Anastasia Seims introduced Jeremy Klemic of international landscape/architecture design firm, SWA, chosen to prepare the design for the Polliwog Park project. SWA has been involved with several local park projects.

Ms. Seims gave a timeline: initial concepts now; followed by design, full design and plan check, which will take about eight months; then into bidding, award and execution of construction contract, which will take three to four months and then start construction in March or April of 2021 with completion by October 2021.

Jeremy Klemic, SWA – Mr. Klemic provided a review of the project. He clarified that the adjusted cost of the project \$2.6 M is the worst-case scenario.

1. Site location – lower playground at Polliwog Park
2. Project overview – existing playground completed in 2002
3. Play area – review of existing conditions, drainage issues, costs for new equipment and installation. Estimated total construction cost including contingency, approximately \$1.7 million.
4. Shade structure – estimated cost including contingency estimated at approximately \$160,000
5. Accessibility upgrades – presented option to make the park American with Disabilities Act (ADA) compliant from the Premier Field entrance. Estimate total cost of ADA upgrades

including contingency is approximately \$260,000.

6. Site Drainage and Landscape – Bioswale, grading and climbable nature play area is recommended to improve drainage. Estimated cost of construction including contingency, approximately \$200,000.
7. Project Design and Inspection - includes design, plan check and inspection fees, \$260,000
8. Overall Project Cost – approximately \$2.6 million

Commissioner Nicholson voiced concern that this location may not be the best to consider when looking at the additional costs of location preparation, and that drainage is very important.

Commissioner Weiner asked about drainage issues. Mr. Klemic explained that silt issues built up due to the current poor design. The current design allows the playground to flood easily if the water in the pond rises as little as six inches. The proposed design will help keep the playground from flooding as often.

Commissioner Weiner asked about how Mr. Klemic would go about value engineering the project. Mr. Klemic replied that he would start by looking at the must-haves and then begin considering the play equipment pieces and whether any can be reconsidered for size or if some pieces may be installed at a later date.

Commissioner Greenberg mentioned that the upper playground is level and does not flood. Might it be worth it to consider expanding the upper playground instead? Mr. Klemic replied that there may be cost savings on the grading and landscaping but the ADA upgrades would not go away as there is a requirement to spend 20% of your project budget on ADA upgrades. He added that the initial design and location does have historical and community significance, and is a nice place for a park. Commissioner Greenberg agrees that the current equipment needs to be replaced and is at the end of useful life but is concerned that the ADA upgrades, inspection costs and drainage issues were not taken into consideration and included in the budget for the project.

Commissioner McCarthy asked if the current drainage work was done with the previous installation. Ms. Seims confirmed that to be the case. Commissioner McCarthy would like to determine the length of time the proposed drainage is expected to last. Commissioner McCarthy would like to distinguish the drainage as more of a permanent fix for the site, than as a part of the playground project itself, for budgeting purposes. Ms. Seims added that part of the value engineering is to examine other ways to improve drainage through other measures.

Commissioner Greenberg stated that we should give serious consideration to NOT re-building the playground in the same location but, rather, supplement the upper Polliwog playground or identify an alternative location for the new play equipment. The current location is subjected to regular flooding and, despite the design considerations (e.g., galvanized metal tubing, rubinia wood, and improved drainage), the engineers have told us that the water damage will inevitably shorten the useful life of the play equipment and rubberized surface. Additionally, the current location makes the play equipment unusable for extended periods each year due to rain/flooding. Considering the amount of money we are contemplating spending on the play equipment and surface, we should locate it where we will maximize (not minimize) the usability and useful life. He understands that the current location is considered "iconic" and "historic" by some; however, that should not wed us to re-using the location if it defies common sense and reduces the usability and useful life of the equipment.

Commissioner Weiner stated that the numbers would not be much different if the location was to change. It will be an ongoing issue if we do not stay on top of the maintenance issues. Manager

Vincent reiterated the location and galleon, in the design, are significant to the residents. Commissioner Nicholson would like to know the cost difference to locate in a different place not requiring drainage. It was clarified that the drainage itself adds approximately \$50,000 to the cost.

Commissioner Greenberg asked Mr. Klemic if any of the numbers seemed out of the norm or out of the ballpark. Mr. Klemic replied that it seemed like there was a lot of equipment being put in for the cost. He added that some of the amounts for the hardscape and accessibility options seem high but the goal was to be conservative.

Commissioner Karger asked if the drainage is required no matter what. Mr. Klemic replied that it is not required but recommended in order to protect the new equipment. He added that the shade structures could be delayed, but he would recommend doing the drainage.

Mr. Klemic reiterated that the shade structure, required ADA upgrades and design fees were not included in the initial \$1 million budget.

Commissioner Weiner asked about existing funding. Ms. Seims stated that in addition to what is budgeted, there are Proposition A funds available and staff is looking into additional grant opportunities. She is also working with the city engineer to determine if there are any CIP funds that can be utilized. The immediate plan is to value engineer the project, arrive at a more realistic contingency, and bring down the total cost, and then look at all funding options.

Commissioner Weiner asked if the accessibility upgrades should be funded out of public works budget, separate from the playground. Ms. Seims stated that there is no specified budget for ADA upgrades, they are tied to the projects as they come up. Necessary ADA upgrades have been identified but there is currently no citywide plan or budget for execution.

Director Leyman is working with the Public Works Director to identify if there are any budgeted CIP funds from other projects that may be redirected to this project.

Commissioner Greenberg stated that the group has been focused on the specific project but should take a step back. He does not support presenting to City Council a proposal that is more than \$1M over budget. He added that City Council approved a CIP budget for this playground replacement project of \$1M. If we failed to account for design fees, plan check fees, inspection fee, accessibility upgrades, site drainage improvements, etc., then we should revisit the project specifications and work within the allocated budget. We have other projects emerging from the the Parks Master Plan process that will require funding and we must be disciplined and prudent about how we manage City funds.

Commissioner McCarthy doesn't like having to go back to Council with the higher budget. She believes that the drainage and ADA upgrades benefit the whole park, not only the play structure, and should be considered separately.

Commissioner Nicholson asked when we would know what the real number is for grant funding. Director Leyman stated that staff is looking for any and all grant opportunities and should have an update by the August meeting.

Public comment: Jayne Horowitz stated that shade is very important in the playground area and hopes that it does not disappear from the plan.

Director Leyman added that one of the reasons Kompan was selected was because they have over engineered their equipment to last in harsh climates. The surfacing will always be a challenge and we should plan on replacing it every ten years.

Commissioner Weiner asked why Kompan would not automatically be the installer. Ms. Seims

stated that the City is not allowed to require a certain installer but has the ability to add in professional requirements to the bid.

Commissioner Nicholson asked if the City could act as the general contractor to reduce contractor expenses. Ms. Seims replied that the job needs to go out to bid for a general contractor.

Director Leyman reported that realistically, the earliest this item will go to the City Council is September. He will have an update at the August meeting.

**H. STAFF ITEMS**

none

**I. COMMISSION ITEMS**

**J. ADJOURNMENT**

Commissioner Greenberg moved to adjourn. Commissioner Nicholson seconded the motion. The meeting was adjourned at 5:00 pm.

DRAFT

**CITY OF MANHATTAN BEACH**  
**MINUTES OF THE PARKS AND RECREATION COMMISSION**  
**SPECIAL MEETING**  
**Virtual – Zoom meeting**  
**July 27, 2020**  
**4:00 PM**

CONTENTS

**A. CALL TO ORDER**

The meeting was called to order at 4:00 PM.

**B. ROLL CALL**

Present: Commissioners Greenberg, Karger, McCarthy, Nicholson, Turkmany, Weiner, Cullen\*

Absent: None

\*Commissioner Cullen joined the meeting at 4:30 PM.

**C. APPROVAL OF MINUTES**

Commissioner Karger moved to approve the February 24, 2020 minutes as written.

Commissioner McCarthy seconded the motion. The motion passed.

Ayes: Commissioners Greenberg, Karger, McCarthy, Nicholson, Turkmany, Weiner

Abstain: None

Absent: Commissioner Nicholson

**D. CEREMONIAL – This item was held after Item H**

The commissioners welcomed new student representative, Matthew Cullen. Commissioner Cullen gave a short introduction of himself.

**E. AUDIENCE PARTICIPATION (3-Minute Limit)**

None.

**F. GENERAL BUSINESS**

None.

**G. STAFF ITEMS**

Parks and Recreation Director Mark Leyman updated the Commission on recent City Council actions and upcoming events.

Recreation Supervisor Michael Hudak gave an update on park and facility operations. Facilities are still closed but parks are open. Reservations are required and available for tennis/pickleball (singles), sand dune, skate spot and the Dorsey Field batting cage.

Recreation Program Manager Archie Sherman - Manhattan Heights, Marine Park basketball courts, Polliwog Park amphitheater and Bruce's Beach, are being made available, by reservation, to local fitness and personal training businesses. Preapproved protocols, a business license and insurance are required. This is not meant to encourage rogue group use of the parks for training. The State of California and LA County have not yet authorized organized youth sports. Once LA County authorizes youth sports, the City will work towards

allowing activities and ensuring that proper protocols are followed.

Summer Camps are running with four contractors, Soccer, Campsurf, TGA multisports and Skatedogs. The contracts were amended to include COVID-19 protocols. The camp sizes are smaller and the parents appreciate being able to have activities for the kids. Beach Aquatics participation was reduced to 200, from 400, with no more than 12 kids in a pod. Parents are asking for the program to be extended and offered after school zoom sessions end.

Recreation Program Manager Jesus Sandoval – The REC camp is operating at the Joslyn Center and Manhattan Heights and is currently serving 60 children. Due to COVID-19, the program is operating on a three-week schedule instead of weekly. The Teen Center is operating on Fridays from 11:00-4:00 with 10-15 teens attending. For aquatics, Begg pool is being utilized, and there is limited use at the Mira Costa pool for the swim team. Two people per lane maximum for lap swim.

Commissioner Weiner asked for an update on the Donation Policy. Director Leyman reported that the City Council approved the community pavers, park amenities catalog and the military recognition wall. There is work to be done to get the system set up. Commissioner Karger mentioned that the City Council really liked the idea of the military recognition wall.

Commissioner Weiner gave an update that Ryan Beaupain had completed his fundraising/tree planting project and had three trees planted at Polliwog Park and three trees planted at Pacific Elementary. Commissioner Karger recommended honoring Ryan at a meeting. Director Leyman stated that the City Council has first right for recognition and that they may delegate to the commission.

## **H. COMMISSION ITEMS**

Parks Master Plan – Sr. Recreation Manager Vincent reported that the bulk of the work has been done and the report is ready for the design phase. Work has been delayed as the department design team is part of the Public Information team for the Emergency Operations Center and has been heavily called upon to produce ever changing COVID-19 related messaging. Commissioner Greenberg recommended that the ad-hoc committee have a chance to review the content before the design is done. Commissioner Weiner wondered if the Urban Forest Tree Master Plan will have some overlap to the Parks Master Plan. Director Leyman said that it should be referenced and may contain some overlap.

Polliwog Park Playground project – no update since the July 22, 2020 special meeting. Director Leyman will give an update at the August meeting.

Older Adult Programs – Commissioner McCarthy reported that she had signed up to volunteer for hot line requests but had only been called a couple of times. It appears that the older adults have figured out how to effectively use available resources. Director Leyman reported that the hot line calls have declined, most likely because people have been paired up with those who can help them. Other zoom programming has been offered: Gary Hartzell, zoom bingo, etc.

School District updates: Commission Greenberg reported that schools will be opening remotely and the district has put together working groups and subcommittees that have been working diligently to plan for the school year. CIF made the decision that no sports would be starting before December. Construction of the gym is on schedule for completion in the summer.



Commissioner Weiner asked if it is possible to move any of the projects identified in the preparation of the Parks Master Plan forward, before the plan is approved. Director Leyman recommended presenting those projects as the highest need when the Parks Master Plan is up for approval.

Election of new Chair and Vice-chair – Commissioner Karger moved to install Commissioner Greenberg as Chair and Commissioner Nicholson as Vice-chair for the period July 27, 2020 – May 31, 2021. Commissioner Turkmany seconded the motion. Seeing no objection, the motion passed.

Commissioners Greenberg and McCarthy, and Director Leyman thanked Commissioner Weiner for his leadership as Chair.

**I. ADJOURNMENT**

At 5:05 PM, Commissioner Greenberg moved to adjourn. Commissioner Nicholson seconded the motion. Seeing no objection, the meeting was adjourned to Monday, August 24, 2020, 4:00 PM via Zoom.

DRAFT