



**CITY OF MANHATTAN BEACH
PARKS AND RECREATION COMMISSION**

Monday, May 24, 2021

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 – April 26, 2021

D. CEREMONIAL - None

E. AUDIENCE PARTICIPATION (3-Minute Limit) - The public may address the Commission regarding City business not on the agenda.

F. GENERAL BUSINESS

Workplan subcommittee updates:

- El Porto Family Park
- Nature Areas & Trails
- Dog Parks & Community Parkettes
- Polliwog Park Enhancements
- Replace Sand Dune building
- Explore repurposing Pay'n'Play Racquetball Land/Building
- Explore acquiring armory land
- Explore feasibility of developing aquatics facility
- PMP Project Cost Estimates; P&R Maintenance and Replacement Budgeting
- Donation Policy and Programs – add legacy gifts and donations of art to policy; Marketing

G. STAFF ITEMS

City Council recap and Parks and Recreation Department updates

H. COMMISSION ITEMS

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 and mleyman@citymb.info, no later than 3:00 PM, May 24, 2021 (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

Virtual – Zoom meeting

April 26, 2021

4:00 PM

CONTENTS

A. CALL TO ORDER

The meeting was called to order at 4:01 PM.

B. ROLL CALL

Present: Chair Greenberg, Nicholson, Weiner, Turkmany, Karger, McCarthy, and Cullen

Absent: None

C. APPROVAL OF MINUTES

Commissioner Karger moved to approve the March 22, 2021 minutes as written.

Commissioner Turkmany seconded the motion. The motion passed.

Ayes: Chair Greenberg, Nicholson, Weiner, Turkmany, Karger, McCarthy, and Cullen

Nays: None

Abstain: None

Absent: None

D. CEREMONIAL

None

E. AUDIENCE PARTICIPATION (3-Minute Limit)

Chair Greenberg opened the floor to audience participation. Seeing none, the floor was closed.

F. GENERAL BUSINESS

ADA Requirements – Ryan Heise, Building Official and Susan Yuzuki, Plan Check Engineer

Mr. Heise and Ms. Yuzuki reviewed general Americans with Disabilities Act (ADA) project requirements.

Parks and Recreation projects are subject to both ADA (Federal) and California Building Code. Both work to make the built environment better for people with disabilities. The basic requirement is that all construction in the project must be accessible. In addition, 20% of the construction budget must be added to the project to upgrade external areas that serve the construction. This may include path of travel, parking and restrooms. If a whole site can be brought to compliance for less than 20% of the construction budget, that is acceptable.

Play equipment, exercise equipment, swimming pools and nature trails all have specific accessibility requirements. Requirements must be checked and met for every project.

There is a distinction between outdoor developed areas, nature trails and hiking trails in terms of accessibility requirements. Ms. Yuzuki recommended referencing a publication called “Outdoor Developed Areas” published by the United States Access Board.

Mr. Heise explained that maintenance projects may be exempt, but many projects that may seem like minor maintenance will actually require upgrades. Any new work should be reviewed for compliance requirements. He stated that everything needs to be fully compliant but there are exceptions and those exceptions will be examined.

Ms. Yuzuki added that the way the ADA is written is that you need to provide the same level of services and activities to the disabled, that you offer for able-bodied people.

Commissioners Nicholson and Greenberg explained that the commission is looking to open up a wilderness area that was previously locked off. There is no plan to develop trails, no cost involved, only opening up currently locked gates, for people to enjoy the undeveloped area at their own risk. Ms. Yuzuki stated that as a local government agency, subject to Title 2 of the ADA, any programs provided to the public need to be accessible. A nature area open to the public would also need to be accessible to the disabled.

Mr. Heise added that Ms. Yuzuki is an access specialist and is educating the commission on requirements that are enforced in order to be issued a building permit. Some of the changes proposed would not need a building permit however, should be reviewed and approved by the City risk management and the legal teams. The City has a transition plan for making the City ADA compliant and uses it to determine upgrades to be made when a project is proposed to an area.

Ms. Yuzuki stated that an area can be part accessible nature trail and another part can be unimproved. The entire trail does not have to be accessible, but a portion of it does.

Regarding pool ADA requirements, Mr. Heise stated that designs and details would need to be reviewed with the designers. He reiterated that for all projects, everything needs to be fully compliant but there are exceptions, and those exceptions will be examined.

Commissioner Weiner pointed out that if you use the Sand Dune as an example, it's a 40 degree slope of sand that is not accessible. Adding an additional entrance would not change the purpose of the area. It is his hope that the same logic would apply to the nature areas.

Commissioner McCarthy offered that if the commission is to move forward with this project, there needs to be a deeper dive into the definitions of hiking and nature trails to see if there are any exceptions that can be made.

Commissioner McCarthy recommended that everyone watch the Academy Award nominated movie *Crip Camp*, about a camp for children with disabilities that paved the way for the ADA.

Commissioner Greenberg emphasized that the commission is not looking for ways to circumvent the requirements, but looking for solutions that will keep the projects in compliance and within a budget that City Council can approve, while moving forward with what the community has requested.

Discussion of 2021 Workplan Items:

Exploring Repurposing the Pay N Play Racquetball Courts– (Karger, Turkmany, Greenberg) Director Leyman reported that no comments have been received from the City Attorney on the agreement.

Commissioner Karger reported that the sub-committee has put together some ideas for use of the space but cannot move forward with anything until the City Attorney has reviewed the agreement. At this point, the tenant has been a long time partner and the City will work

collaboratively. If the tenant wants to renew, the issue of maintenance will be addressed. Director Leyman informed the commission that the City has received a payment from the tenant since the loosening of restrictions has allowed the courts to open up. There have not been any conversations regarding required maintenance with the tenant, to date. Director Leyman stated that he will speak with the tenant before the next meeting, but needs to hear from the City Attorney first. It is the tenant's option to renew but it is reasonable for the City to require that deferred maintenance be addressed before renewal.

Explore acquiring Armory land – (Greenberg, McCarthy) Chair Greenberg spoke with a National Guard representative and was told that some armories are being considered for closure but Manhattan Beach is not currently on the list. A letter has been drafted indicating the City's desire to acquire the land if it were to become available. Director Leyman will be reviewing the letter with the City Manager and other necessary reviewers.

Exploring the feasibility of developing an aquatics center – (McCarthy, Weiner, Cullen)

Commissioner McCarthy reported that the subcommittee visited the Redondo Union High School pool and found that it was designed specifically for high school use and not intended for large competitions. It is not classified as a community pool but is open to the public on a limited basis.

The subcommittee met with Beach Cities Health District (BCHD) and found that they have studied the issue but haven't yet done any real design. The Aviation Track site was brought up as a possible location. BCHD is looking for a partner. The City should consider talking to Redondo Beach about partnering and including BCHD. It is worth pursuing a joint venture with Hermosa, Redondo and BCHD at the Aviation site. Director Leyman recommended to start by asking the City Manager to reach out to the City Manager of Redondo Beach to find out the best person to work with.

The subcommittee had a tour of the new Torrance Aquatic center, which has been open for about three years. The facility was designed to accommodate the four high schools in the district. It is designated as a competitive facility so the coaches are the lifeguards. The facility is empty much of the time. It is well designed and cost \$13,000,000 to build.

Commissioner McCarthy feels that the committee has gathered a lot of data on pools, but needs to meet to get a handle on the Begg and Village sites. Senior Recreation Manager (SRM) Vincent stated that Finance Director, Steve Charelian, is the best person to talk to and he may be available in June when the budget process winds down. Commissioner McCarthy is working to set meetings with Jesus Sandoval, Aquatics Supervisor, and Dawnalyn Murakawa-Leopard from Manhattan Beach Unified School District (MBUSD). Director Leyman stated that it is time to set realistic timelines for each workplan item to present to City Council.

PMP Project Cost Estimates: P&R Maintenance and Replacement Budgeting – (Weiner, McCarthy) Commissioner Weiner feels that this document will rely on the information from every other work plan item. It needs to include, project scope, possible venues, future maintenance requirements and funding sources, which can be presented to the City Council. At this point, there is not enough information from the subcommittees to put into the document. He suggested that the June meeting be used to start consolidating information.

SRM Vincent reported that she has had some discussions with Public Works about placing stickers in the restrooms with a QR code to report issues. Unfortunately, a QR code cannot link directly to the service request form itself so the new strategy is to put up stickers

advertising the GoReach app for people to download and report. She reported that staff does park rounds daily and reports issues, supervisors conduct monthly inspections and submit service requests. Public Works is short staffed and is dealing with the service requests as best they can.

Donation Policy and Programs – (Turkmany, Karger)

Commissioner Turkmany reported that we are still waiting for input from the City Attorney regarding language for a legacy donation program. Management Analyst Robb reported that the City Amenity Donation Catalog will be added to Energov and is on a short hold. There is a major upgrade to the system scheduled to be installed in June and the administrators do not want to add any new permit processes prior to the installation. The park bench inventory and prioritization has been completed and she will begin contacting those on the waitlist shortly. Regarding the Memorial Wall, she is still waiting for contact information for a vendor.

El Porto Family Park (Greenberg, McCarthy, Turkmany) – Chair Greenberg reported that three conceptual designs were received for park equipment. They look great but are more expensive than anticipated. SRM Vincent reminded the commission to keep in mind that 20% would need to be added for ADA and a separate designer will need to be hired to design the project to go out to bid. The next ad-hoc committee meeting will be to discuss next steps. Director Leyman reported that he has spoken with the LA County property asset manager and looped in the Director of Beaches and Harbors. Overall, the response was positive. Director Leyman posed the idea of the County turning the land over to the City, to the LA County representative and it is a potential request. The other option is that the County retains ownership of the land and the City maintains and manages it. He reminded the commission that any decision made by the commission and City need to be approved by the County to move forward. Chair Greenberg stated that requesting ownership would likely extend the timeline.

Nature Areas and Trails – (Greenberg, McCarthy, Turkmany) Chair Greenberg stated that the focus is on opening the gates to the Sand Dune wilderness area. The next step is to meet with Lt. Harrod and the City Risk Manager on April 27th. The ADA information received tonight will help inform next steps.

Dog Parks and Community Parkettes – (Weiner) SRM Vincent reported that she and Mark had met with Ms. Murakawa-Leopard of MBUSD to discuss the Rowell and Voorhees site. Ms. Murakawa-Leopard will take it back to see if there is interest from MBUSD. SRM Vincent will schedule a follow up meeting. In addition to exploring new locations, Commissioner Weiner will be looking at ways to enhance other sites.

Polliwog Park Enhancements – (McCarthy, Karger) SRM Vincent stated that the user groups would also like to turf MBMS in addition to Begg Field. Staff is looking into funding options for the \$2,500,000 project. User groups may potentially fund up to \$2,000,000. MBUSD seems to be interested.

NFC Fitness Equipment – SRM Vincent reported that staff met on site with Ryan Heise and Engineer, Gil Gamboa and it looks like we'll be able to move forward with this site using the funds allocated with the same timeline as the lower Polliwog playground replacement. Commissioner Turkmany asked why the project is moving to Polliwog. Director Leyman responded that there is a significant cost savings to installing in Polliwog Park due to the amount of ADA upgrades required at the previous site.

Sand Dune Park Building- SRM Vincent and Recreation Supervisor, Michael Hudak met

with a company that builds prefab buildings and talked through the challenges and feasibility of the site. The cost works out to about \$175/ft², not including architecture fee or design work. The total project cost would be between \$500,000 and \$1,000,000. Next steps are to think about the scope of the project and see if there is appetite to move forward.

Commissioner Nicholson stated that a main decision is whether to demo the existing structure and put a prefab building in its place. Alternatively, the existing structure, including restrooms, can stay and a basic office space can be installed with electricity but no plumbing. This alternative would require extensive upgrades to the existing facility but would be the less costly option.

G. STAFF ITEMS

Director Leyman gave the following updates on recent City Council actions including the items related to the Parks and Recreation Department.

City Hall has reopened by appointment only.

City Council would like to resume in-person meetings. Current social distancing requirements will require that the meetings would take place Joslyn Center with only 5 members of the public allowed inside. The first in-person meeting could be as soon as May 18th. The main challenges are technology and managing the number of people who can attend.

Scramble crosswalks have been installed on Manhattan Beach Boulevard at Highland and Manhattan avenues.

The Art Center is now open from 10-5, Friday - Sunday. Current exhibition is Architecture of Touch.

Special Events tentative dates:

International Surf Festival & 6-Man Tournament 7/30-7/31

MBO Volleyball Tournament 8/19-8/22

Concerts in the Park – possible abbreviated series in August. Focus on event access points and assigned seating.

In general the current protocols require controlled access points, assigned seating and reduced attendance capacity. Hoping that the protocols will change because the current criteria is unrealistic for the concerts.

SRM Vincent gave the following updates:

The mandate to wear face covering during youth and adult sports has been lifted, but it is still highly recommended that they be worn during play.

The swim program is at capacity. Registration for summer camps begins next Monday, May 3rd. Adult softball and kickball leagues have restarted.

An internal subcommittee has been formed to discuss tennis protocols.

The department is aiming to open up picnic pads and facilities for reservations beginning May 3rd, for use after June 1st.

H. COMMISSION ITEMS

Older Adult Program update – Commissioner McCarthy reported that the Senior Advisory Committee met and are gradually starting to reopen but it is difficult, with many challenges. The committee is working closely with the fundraising group for the scout house and are

starting a new fundraising campaign.

Director Leyman will follow up with the City Clerk's office regarding the recognition for the groups delivering the senior grams.

Student update – Commissioner Cullen reported that school is back on campus 5 days a week on an alternating stacked schedule. Last he heard, 60% of students are back in person and about 40% stayed at home. No handouts are allowed and there are plastic barriers between the desks. Sports restrictions are loosening.

MBUSD update – Chair Greenberg – Dr. Dale, Principal of Mira Costa High School and Dr. Matthews, MBUSD Superintendent, will be retiring. Several indoor sports are now running. Parents and limited spectators will be allowed to watch indoor sports.

I. **ADJOURNMENT**

Commissioner Nicholson moved to adjourn. Commissioner Cullen seconded the motion. The motion passed.

Ayes: Greenberg, Weiner, McCarthy, Turkmany, Karger, Nicholson and Cullen

Nays: None

Abstain: None

Absent: None

The meeting was adjourned at 6:09 pm to Monday, May 24, 2021.

DATE: April 26, 2021

TO:

Members of the Parks and Recreation Commission

FROM:

Mark Leyman, Director of Parks and Recreation

SUBJECT:

Park and Recreation Work Plan for 2021-2022

RECOMMENDATION:

Discuss Parks and Recreation Commission Work Plan items approved by the City Council on January 4, 2021 at the City Council and Commissions joint meeting.

FISCAL IMPLICATIONS:

Fiscal implications, if any, will be developed on a project-by-project basis and presented to the City Council as necessary.

DISCUSSION:

The City Council met with the Parks and Recreation Commission in a joint meeting on January 4, 2021 to provide direction and approve the following topics for the 2021-2022 Cultural Arts Commission Work Plan.

- El Porto Family Park
- Nature Areas & Trails
- Dog Parks & Community Parkettes
- Polliwog Park Enhancements
- Replace Sand Dune building
- Explore repurposing Pay'n'Play Racquetball Land/Building
- Explore acquiring armory land
- Explore feasibility of developing aquatics facility
- PMP Project Cost Estimates; P&R Maintenance and Replacement Budgeting
- Donation Policy and Programs – add legacy gifts and donations of art to policy; Marketing

Ad-hoc committees have been assigned for each project. Committees will provide a written update prior to each commission meeting, which will be attached to the agenda monthly.

AQUATICS FACILITY EXPLORATION

Ad-hoc Committee: McCarthy, Weiner, Cullen
Staff Liaisons: Mark Leyman, Jessica Vincent

PROJECT SUMMARY

City Council approved this addition to the work plan at the January 4, 2021 Joint Council/Commission meeting. Based upon City Council direction, the Commission will explore the feasibility of building an Aquatic Center or replacing Begg Pool in Manhattan Beach.

PROJECT ACTION ITEMS AND STATUS

ACTION ITEM	POINT PERSON	UPDATE	STATUS	TARGET DATE
Initial visit to Begg Pool			Complete	
Comments: Will likely need to revisit after discussions regarding site opportunities/constraints				
Review prior Aquatics Facility exploration documents from: <ul style="list-style-type: none"> • Griffin Consulting (2016) • Facilities Strategic Plan (2008) 	Mark		In Process	4/16/21
Comments: Received summary proposed schematic layouts. Mark researching to find full 2016 proposal.				
Review BCHD Feasibility Study dated 3/9/21 <ul style="list-style-type: none"> • Understand goals of BCHD • Understand location and users • Understand physical plans including choice of indoor pool and play areas • Understand proposed management and costs of operation 	Mark	4/26/21	Rec'd study 3/15/21 Zoom Meeting scheduled for 4/21/21	4/30/21
Comments: Received and reviewed study. Mark scheduled meeting w BCHD for 4/21/21				
Visit El Segundo/Wiseburn Aquatic Center <ul style="list-style-type: none"> • view site plan and parking, • develop an understanding about the MOU between the school district and City, • research the total cost of the project and how it was funded, • learn about the centers programming, maintenance and 	Laurie	02/22/21	Complete	2/18/21

operation costs				
Comments: Met with Linnea Palmer, Head of Aquatics for Parks & Rec El Segundo and with Vicente Bravo, Chief Admin. Officer and Asst. Superintendent of DaVinci High School.				
<p>Arrange Meeting with Matt Wunder, Principal of DaVinci High School</p> <ul style="list-style-type: none"> • Understand who the stakeholders were and what motivated them • Understand where the funding came from and why and how much was needed • Understand what issues arose in the municipal and School District negotiations • Understand the operating agreement between the two cities • Understand who the critical people were in getting the project off the ground and completed. Who played what role; who should we talk to about what? • Understand overall what the biggest issues are that need to be considered in lifting a project like this off the ground • Understand the ongoing issues, if any, now that the pool is up and running 	Laurie	02/22/21	Complete	2/19/21
Comments: Matt Wunder was involved from the beginning of the Wiseburn/El Segundo Aquatics Center project. In several conversations and one Zoom call, he provided detailed information and names of several key individuals for follow-up. He is available for further info if needed.,				
<p>Conduct additional site visits:</p> <ul style="list-style-type: none"> • RBUSD • Torrance Aquatics Center • Culver City • Crespi High in San Fernando 	Matt Jessica	4/26/21	RUHS visit completed on 3/25/21 Visit scheduled at Torrance Aquatics for 4/22/21	4/30/21
<p>Comments: Matt and Ken met onsite with RUHS swim coach 3/25/21. Pool designed specifically to needs of school and not for outside competition, cost-effectively done using Earthquake funds 10 years ago, well-controlled and limited community use of pool when school priority isn't required, ADA ramp at one end that functions well. Modest, practical, highly functional facilities.</p> <p>Onsite meeting scheduled by Jessica with Torrance Aquatics for 4/22/21</p>				

Ken and Laurie planning visit to Crespi High School				
Review potential site options: <ul style="list-style-type: none"> • Village Parking Lot • Marine Avenue Park • Current site, Begg Pool 	Jessica	4/26/21	In Process	6/30/21
Comments: Steve Charelian confirmed with Jessica that his ability to discuss feasibility of Village Parking Lot will not exist until June/July. Explore other alternatives? Meeting with Dawnalynn to discuss existing Begg Pool site still to be scheduled.				
Review Architecture and Design Process with Keith Fuchigami of Gensler (Architect, Project Manager and Development Director in Sports Practice Area) <ul style="list-style-type: none"> • Understand use of design firm's and aquatics consultant's specific roles • Understand method of projecting costs • Understand regulatory impact on physical layout • Understand physical considerations for both pool and support building • Understand timeframe for phases of project 	Ken	3/22/21	Complete	3/12/21
Comments: Zoom meeting -provided summary details of physical plant, regulatory parameters, and timeframes to be considered. Also provided names of consultants and information on recently completed aquatics centers. Strong recommendation for Aquatic Design Group of Carlsbad, CA. Keith was an excellent resource for future steps.				
Review Fundraising Efforts Orchestrated by Sherry Kramer, Director of Community Relations and Marketing for Continental Development Corp. <ul style="list-style-type: none"> • Understand type and success of various marketing efforts undertaken to supplement bonds, State grant, and municipal funds with private donations • Understand use of special purpose corp established • Understand psychological/emotional 	Laurie	3/22/21	Complete	3/4/21

<p>reactions from community to aquatics center and to concept of making personal donations</p> <ul style="list-style-type: none"> • Understand the type and degree of private corporate donations made. • Understand the impediments that arose which complicated fundraising • Understand the basis on which funds were accepted from various stakeholders and private entities 				
<p>Comments: Sherry Kramer was in charge of all private fundraising for Wiseburn/ES Aquatics Center. Referred to her by Matt Wunder at DaVinci. She was an excellent resource and is willing to provide more help as we go forward.</p>				
Analyze & synthesize data and draft a report on findings			In initial phase	TBD
<p>Comments: Dependent on completing site visits to other pools, discussion with BCHD, and discussions regarding Village Field and Begg Pool site constraints.</p>				
Develop cost estimates				TBD
<p>Comments: Need to pinpoint which site is preferable to begin this process. Further discussions with Gensler and with BCHD will be critical to this process.</p>				

ADDITIONAL INFORMATION

COMMUNITY GARDEN

Ad-hoc Committee: McCarthy, Karger (Staff to chair)

Staff Liason: Jessica Vincent

PROJECT SUMMARY

City Council approved this addition to the work plan at the January 4, 2020 Joint Council/Commission meeting. Based upon City Council direction, the Commission will explore the possibility of adding a community garden adjacent to Begg Field.

PROJECT ACTION ITEMS AND STATUS

ACTION ITEM	POINT PERSON	UPDATED	STATUS	TARGET DATE
Visit site	Ad-hoc	3/22/21	Complete	
Comments: location is tied to the reurfing of Begg Field. This area being considered would also be a good area for seating if a Pony Field is built. ADA assessment required				
Reach out to the MB Botanical Gardens Board	Staff			
Comments:				
Develop survey for community garden options	Ad-hoc			
Comments:				
Notice surrounding residential area	Staff			
Comments:				
Provide on-site & commission meeting input options				
Develop cost estimates				
Comments:				
Commission community input with final recommendations developed for City Council	Staff			
Comments:				

ADDITIONAL INFORMATION

DOG RUN/PARKETTE EXPLORATION

Ad-hoc Committee: Weiner

Staff Liasons: Mark Leyman, Jessica Vincent

PROJECT SUMMARY

City Council discussed dog run/parkette exploration at the January 4, 2021 Joint Council/Commission meeting. Based upon City Council direction, the commission will explore possible locations for additional dog runs/parkettes in the City.

PROJECT ACTION ITEMS AND STATUS

ACTION ITEM	POINT PERSON	UPDATED	STATUS	TARGET DATE
Visit site	Ad-hoc	3/22/21	Complete	
Comments:				
Review historical documents from previous dog run public outreach and input	KW/LR KW	4/21/21 5/20/21	NEED TO SEE HOW CAN I GET A COPY OF THIS DOCUMENT?	
Comments: There is one????!!!				
Evaluate site with Comm Dev for ADA access	Staff/ KW	4/21/21	Site Development	
<p>Comments: Waiting for intel on MB School District Office and Pub Works on Sites. Also looking at other options (ie Expand Marine Pk, Expand Polliwog, ...)</p> <p>WE HAVE LEARNED THAT MBUSD WOULD NOT PREFER TO HAVE THE VOORHEES LAND USED FOR A FORMAL DOG PARK. IT CAN BE USED AS PASSIVE LAND FOR USES THAT ARE CURRENTLY HAPPENING...</p> <p>WE WILL BE LOOKING AT WHAT "IMPROVEMENTS" WE CAN MAKE AT THE CURRENT DORSEY, POLLIWOG AND MARINE SITES AND ALSO LOOK AT POTENTIAL FOR EXPANSION OF MARINE AND POLLIWOG.</p>				
Develop survey for parkette/dog run options				
<p>Comments: CONCLUSION...SITES LIKE 6th/AVIATION, BELL AV AND ANY OTHER POTENTIAL SITE ADJACENT TO A RESIDENCE IS NOT APPROPRIATE TO PUSH FOR. THIS IS BASED ON "WOULD YOU WANT A NOISY/POTENTIALLY SMELLY PUBLIC DOG FACILITY NEXT TO YOUR HOUSE?"</p>				
Notice surrounding residential area				
Comments:				

Provide on-site & commission meeting input options				
Compile data and develop parkette/dog run amenity/design options	KW	4/21/21		
Comments: Will provide "mock ups" of sites for NEXT month's meeting DOES ANYONE HAVE ANY SITE THAT WE SHOULD BE LOOKING AT BESIDES THE ONES WE HAVE LISTED?				
Develop cost estimates				
Comments:				
Commission community input with final recommendations developed for City Council				
Comments:				

ADDITIONAL INFORMATION

UPDATE CITY DONATION POLICY

Ad-hoc Committee: Turkmany, Karger, Weiner

Staff Liasons: Mark Leyman, Linda Robb

PROJECT SUMMARY

City Council discussed the Donation programs at the January 4, 2021 Joint Council/Commission meeting. Based upon City Council direction, staff will complete the outstanding Donation policy items which include developing options for the Military Wall, Art Donations and Legacy park donations. Staff will also implement the community paver program and the park amenity catalogue.

PROJECT ACTION ITEMS AND STATUS

Action item	Point Person	Update (date)	Status	Target date
Adopt and implement policy directed by CC			Complete	
Explore Legacy Donation program options – include reference in policy	Ad-hoc		In progress	
Comments: need review by City Attorney				
Update Donation Policy to include art donation guidelines	Staff			
Comments:				
Research origins of Parkettes for possible recognition	Staff			
Comments:				
Military Wall design and cost estimates	Staff		In progress	
Comments: awaiting recommendations from Ish Medrano, former engineer on Veterans Memorial				
Present Military Wall to City Council	Staff			
Community Paver Program implementation and installation/ribbon cutting	Staff			
Comments:				
Park Amenity Catalog program implementation Energov/GIS	Staff			

Comments: Energov upgrade installing in June, project leads do not want to add additional permits before then

ADDITIONAL INFORMATION

EL PORTO FAMILY PARK

Ad-hoc Committee: Greenberg, McCarthy, Turkmany

Staff Liasons:

PROJECT SUMMARY

City Council discussed El Porto Park at the January 4, 2021 Joint Council/Commission meeting. Based upon City Council direction, the commission may explore upgrades to the park located on the bike path in El Porto.

PROJECT ACTION ITEMS AND STATUS

ACTION ITEM	POINT PERSON	UPDATED	STATUS	TARGET DATE
Visit site	Ad-hoc	3/22/21 4/26/21	Complete	
Comments: Nate from Great Western to provide options for play equipment, benches, etc.				
Outreach to County and Coastal Commission	Staff	4/26/21		
Comments: Mark has made contact with LA County B&H asset manager				
Evaluate site with Comm Dev for ADA access	Staff			
Comments:				
Develop survey for park options				
Comments:				
Notice surrounding residential area	Staff			
Comments:				
Provide on-site & commission meeting input options				
Develop cost estimates				
Comments:				
Commission community input with final recommendations developed for City Council	Staff			
Comments:				

ADDITIONAL INFORMATION

NFC FITNESS COURT

Ad-hoc Committee: Ad-hoc Committee: McCarthy, Karger (Staff to chair)

Staff Liasons: Mark Leyman, Linda Robb

PROJECT SUMMARY

The replacement equipment for the Mariposa Fitness station was approved on November 6, 2018. The City received a \$30,000 grant from NFC to aid in the purchase of the equipment. The MB10K has committed to a \$30,000 sponsorship of the project. Bids came in significantly over the estimated budget, primarily due to upgrades to the surrounding area to meet ADA guidelines. Staff is exploring alternate options which include relocating to Polliwog Park to replace the existing fitness equipment, and evaluating alternate locations on Veteran's Parkway. In addition to this site, the MB10K has agreed to fund the replacement of the Strand Parcourse station, which is scheduled for replacement in 2021. The original budget of \$255,000 is not sufficient due to ADA upgrade requirements. Polliwog Park location may provide cost savings. Additional allocation may be required from City Council.

PROJECT ACTION ITEMS AND STATUS

ACTION ITEM	POINT PERSON	UPDATED	STATUS	TARGET DATE
Visit site	Ad-hoc	3/22/21	Complete	
Comments:				
Evaluate site with Comm Dev for ADA access	Staff	4/26/21	Completed 3/29/21	
Comments: 20% required is on construction costs only. Must do as much as possible with funds but not required to complete access.				
Engineering next steps	Staff	4/26/21		
Comments: new rough estimate for Polliwog location between \$155K and \$195K need to determine whether new design can be done in-house and if Public Works can do any of the demo work to reduce costs. New RFP needs to be created and job needs to go back out to bid. Estimate 2 months to complete design if done in house (staffing)				
Develop survey for neighborhood and FOPP				
Comments:				
Notice surrounding residential area and FOPP	Staff			
Comments:				
Provide on-site & commission meeting input options				
Compile data an develop installation options including a mural on the back of the wall				

Comments:				
Commission community input with final recommendations developed for City Council	Staff			
Comments:				

ADDITIONAL INFORMATION

PAY N PLAY OPTIONS

Ad-hoc Committee: Karger, Turkmany, Greenberg

Staff Liaisons: Mark Leyman, Michael Hudak

PROJECT SUMMARY

City Council approved this addition to the work plan at the January 4, 2021 Joint Council/Commission meeting. Based upon City Council direction, the Commission will explore options for the Pay n Play building in Marine Ave. Park.

PROJECT ACTION ITEMS AND STATUS

ACTION ITEM	POINT PERSON	UPDATED	STATUS	TARGET DATE
Visit site	Ad-hoc	3/22/21	Complete	
Comments:				
Evaluate site with Comm Dev for ADA access	Staff			
Comments:				
Review agreement with owner and evaluate options prior to renewal	Staff and ad-hoc	5/20/21	Mark is meeting with the owner on 5/24 to discuss options.	
Comments: Mark has discussed with the city attorney and now needs to discuss with the owner.				
Meet with owner to discuss repurposing, alternative building options	staff	5/20/21	Mark is discussing with owner at 5/24 mtg	
Comments:				
Develop survey if needed	Ad-hoc			
Comments:				
Notice surrounding residential area	Staff			
Comments:				
Provide on-site & commission meeting input options	Ad-hoc		See attached sheet on discussed options. Will not move forward on until the discussion with the owner	
Compile data and develop usage options	Ad-hoc			

Comments:				
Develop Cost estimate	Staff and Ad-hoc			
Comments:				
Commission community input with final recommendations developed for City Council	Staff			
Comments:				

Pay N' Play -Next Use Options

Suzanne Karger

JJ Turkmany

Bruce Greenberg

- 1) Based on the observations that the facility has physical and functional deficiencies and if the building is to be used in the same form, the City will need to remedy/pay for all upgrades/updates required (KW and SK)
- 2) It is going to continue as a racquetball facility, then besides the “remedies”, a process system the City runs for operation needs to be adopted.
- 3) If the building is to remain in its “same form” and updated, it could be remodeled for other uses:
 - a. Classrooms for arts and crafts, exercise, language or indoor games such as chess, bridge and mah jong.which could open up Joslyn Center space.
 - b. After-school teen, homework club or learning center to relieve Manhattan Heights space.
 - c. Marine Park storage which would eliminate the variety of portable units and crowded conditions in the Rec building
 - d. Community rooms
- 4) The building could be torn down, if it is too costly to repair. The foot print is relatively small, but the following outdoor activities could possibly be created:
 - a. Pickleball, basketball, tennis, paddleball
 - b. Additional dogrun
 - c. Green space with seating

PMP PROJECT COSTS, MAINTENANCE, AND FUNDING

Ad-hoc Committee: Weiner, McCarthy

Staff Liaisons: Mark Leyman, Jessica Vincent

PROJECT SUMMARY

City Council approved this addition to the work plan at the January 4, 2020 Joint Council/Commission meeting. Based upon City Council direction, the Commission will explore options for the Pay nPlay building in Marine Ave. Park

PROJECT ACTION ITEMS AND STATUS

ACTION ITEM	POINT PERSON	UPDATED	STATUS	TARGET DATE
Develop a document listing all PMP projects including costs, maintenance and funding options	Weiner	4/21/21		
To start this "project"...we must be a bit further "down the road" on project scopes. I would suggest a portion of a PR Comm meeting be used to review all projects and all project leads report on costs/maint/funding options after they have discussed in their ad hoc groups.				
Compile data and develop funding options and a multi-year timeline	Staff and ad-hoc			
Comments:				
Develop cost estimates			Complete	
Comments:				
Provide on-site & commission meeting input options				
Comments:				
Commission community input with final recommendations developed for City Council	Staff			
Comments:				

ADDITIONAL INFORMATION

SAND DUNE BUILDING

Ad-hoc Committee: Nicholson

Staff Liaison: Jessica Vincent

PROJECT SUMMARY

City Council approved this addition to the work plan at the January 4, 2021 Joint Council/Commission meeting. Based upon City Council direction, the Commission will explore the possibility of adding a prefab building

PROJECT ACTION ITEMS AND STATUS

ACTION ITEM	POINT PERSON	UPDATED	STATUS	TARGET DATE
Visit site			Complete	
Evaluate site with Comm Dev for ADA access	Staff			
Comments:				
Develop survey for neighbors				
Comments:				
Notice surrounding residential area	Staff			
Comments:				
Provide on-site & commission meeting input options				
Compile data and develop options				
Comments:				
Develop Cost estimates		4/26/21		
Comments: Studio Shed \$60K for workspace only, would utilize existing restrooms, cost and extent of needed upgrades unknown Other options for prefab buildings run \$250,000 - \$500,000 depending on whether the existing facility needs to be torn down				
Commission community input with final recommendations developed for City Council	Staff			

ADDITIONAL INFORMATION

SYNTHETIC TURF FIELD OPTIONS – BEGG AND LADERA

Ad-hoc Committee:

Staff Liaison: Jessica Vincent

PROJECT SUMMARY

City Council approved this addition to the work plan at the January 4, 2021 Joint Council/Commission meeting. Based upon City Council direction, the Commission will explore options for synthetic turf fields at Begg and Ladera.

PROJECT ACTION ITEMS AND STATUS

ACTION ITEM	POINT PERSON	UPDATED	STATUS	TARGET DATE
Reach out to sports user groups to explore funding options	Jessica	4/21	In progress	
Comments: Met with YSO 4/13. Next meeting 5/3. YSO expressed interest in option to replace MBMS field with synthetic turf. YSOs developing potential funding options in exchange for dedicated time at both fields. City Staff reached out to MBUSD to discuss feasibility of projects.				
Meet with synthetic turf companies to develop cost estimates	Archie	4/21	In Progress	
Comments: current estimate from SprintTurf \$1M, not including lighting or fencing. Including Begg Field \$2.5M. Not including ADA access improvements (20% of total).				
Evaluate new proposed field schedules for user group	Jessica			
Comments: Review with MBUSD				
Receive approval from MBUSD	Staff			
Evaluate site with Comm Dev for ADA access	Staff			
Comments:				
Discuss timeline and feasibility of project with Engineering				
Comments:				
Develop final cost estimates	Staff			
Comments:				
Commission community input with final recommendations developed for City Council (Include agreements with YSO to fund the project.	Staff			

ADDITIONAL INFORMATION

WILDERNESS/NATURE TRAIL

Ad-hoc Committee: Greenberg, McCarthy, Turkmany

Staff Liaisons: Mark Leyman, Jessica Vincent

PROJECT SUMMARY

City Council approved this addition to the work plan at the January 4, 2021 Joint Council/Commission meeting. Based upon City Council direction, The Commission will explore the possibility of adding nature trails to some of the underutilized nature areas in the City.

PROJECT ACTION ITEMS AND STATUS

ACTION ITEM	POINT PERSON	UPDATED	STATUS	TARGET DATE
Visit site			Complete	
Evaluate site with Comm Dev for ADA access	Staff	2/26/21		
Comments: meeting Risk manager and PD scheduled				
Develop survey for wilderness/nature trail options				
Comments:				
Notice surrounding residential area	Staff			
Comments:				
Provide on-site & commission meeting input options				
Compile data an develop wilderness/nature trail options				
Comments:				
Develop Cost estimates				
Comments:				
Commission community input with final recommendations developed for City Council	Staff			

ADDITIONAL INFORMATION

CITY OF MANHATTAN BEACH

MEMORANDUM

TO: Parks and Recreation Commission

FROM: Mark Leyman, Director, Parks and Recreation

DATE: May 24, 2021

SUBJECT: Selection of 2021/2022 Parks and Recreation Commission Chair

Annually, the Parks and Recreation Commission is required to select a Chair and Vice Chair for the Commission. The Commission Chair is a one year term (June to May) and is rotated amongst the Commissioners in order of their seniority on the Commission.

Commissioner McCarthy would be next in line to serve as Chair, with Commissioner Karger next in line for Vice-Chair.