



**CITY OF MANHATTAN BEACH  
PARKS AND RECREATION COMMISSION  
Monday, October 25, 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 McCarthy
Commissioner Greenberg	Commissioner Turkmany
Commissioner Weiner	Commissioner Grampp
Commissioner Doran	

**C. APPROVAL OF MINUTES – September 27, 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](mailto:lrobb@citymb.info) and [mleyman@citymb.info](mailto:mleyman@citymb.info), no later than 3:00 PM, October 25, 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**  
**September 27, 2021**  
**4:00 PM**

CONTENTS

**A. CALL TO ORDER**

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

**B. ROLL CALL**

Present: Chair Karger, Greenberg, Weiner, Turkmany, Doran, McCarthy, Grampp

Absent: None

**C. APPROVAL OF MINUTES**

Commissioner Weiner moved to approve the August 23, 2021 minutes including the following change requested by Chair Karger. Commissioner Turkmany seconded the motion. The motion passed.

P. 2, paragraph 6 – Add the word Foundation after Parks and Recreation Community

Ayes: Chair Karger, Greenberg, Weiner, Turkmany, Doran, McCarthy, Grampp

Nays: None

Abstain: None

Absent: None

**D. CEREMONIAL**

None

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

Chair Karger opened the floor to audience participation, seeing none the floor was closed.

**F. GENERAL BUSINESS**

Discussion of 2021 Workplan Items:

**El Porto Family Park** (Greenberg, McCarthy, Turkmany) – Commissioner Greenberg reported that the subcommittee is working to create a community survey and is hoping to have the survey out by the end of October.

**Nature Areas and Trails** – (Greenberg, McCarthy, Turkmany) Commissioner Greenberg gave the following update: he had a good discussion with Director Leyman and Sr. Recreation Manager (SRM) Vincent regarding concerns expressed regarding potential impacts of opening the areas to the public and how to proceed in light of potential opposition. The conclusion was to move forward with the trial period in order to learn the positives and negatives to opening the gates that are currently locked. Next steps: Risk Manager to do a final walkthrough, print signs for the 8 access points, provide post card notice to residents in the surrounding neighborhood and invite them to the October commission meeting to express any support/concerns/questions they may have regarding the project.

**Exploring Repurposing the Pay N Play Racquetball Courts** – (Karger, Turkmany, Greenberg) Chair Karger reported that there is no update for this item. This is currently in the City Attorney's hands. Commissioner Greenberg feels that the commission should be planning for what happens on January 1, in the event that the lease expires. Director Leyman stated that as this point the commission's role is complete as options for repurposing have been established.

**Exploring the feasibility of developing an aquatics center** – (McCarthy, Weiner, Doran) Commissioner McCarthy gave the following report: the sub-committee met with representatives from Gensler. Gensler will be doing some rough sketches to see how the Village and Begg sites can accommodate the basic required amenities and preparing some general initial cost estimates. Gensler suggested considering whether a splash pad is better suited for an aquatic center or a park adjacent to play equipment. Commissioner McCarthy thinks it might be wise to consider a splash pad as separate project from the aquatic center.

**Dog Runs/Parkettes** – Commissioner Weiner stated that is clear that there is no new real estate for dog parks. SRM Vincent stated that the chips have been replaced at the Live Oak dog run. Quotes to repair the fence have been received. Staff has been communicating with the City Engineer regarding the installation of a shade structure over the length of the dog run.

**Donation Policy and Programs** – (Turkmany, Karger)

Commissioner Turkmany reported that the subcommittee had established a connection with the South Bay Parkland Conservancy. Commissioner Weiner shared that this group is currently Redondo Beach centric and presently concentrating on Wilderness Park. They seem interested in Sand Dune Park. They may also be interested in the Greenbelt and possibly El Porto. The organization funds projects through grants. Commissioner Turkmany added that they are nature centric, and can probably gather people to clean up and plant things, possibly find grants. Commissioner Weiner stated that figuring out how they do it may be more beneficial than trying to get help.

Based on follow up information and the initial discussion with the Parks and Recreation Community (PARC) of Santa Barbara, the subcommittee would like to switch gears on the donation policy presentation to City Council. The subcommittee proposes to get feedback from the City Council regarding forming a non-profit 501c3. The formation of a 501c3 would take the place of the current donation programs and would encompass everything in the donation program. The subcommittee feels that this could be a great asset to the Parks and Recreation Department.

Commissioner Weiner pointed out that there are three months until the joint meeting with City Council. Director Leyman asked the commissioners to save January 25<sup>th</sup> for the joint meeting. Date to be confirmed

Chair Karger recommended viewing the project template that was prepared by the Aquatics Committee in order to start building a cohesive and consistent presentation for City Council. The commission discussed and amended the template. It was decided that each project would list a basic cost but that Director Leyman will summarize the costs along with possible funding options and ask for specific direction from City Council. The commission will present a PowerPoint presentation at the joint meeting, detailing the progress on each project. Director Leyman stated that in the upcoming months, he would like to keep City Council informed of the progress of the projects through briefing notes in order to keep the projects

fresh in their minds.

## G. STAFF ITEMS

Director Leyman informed the commission that Polliwog Park Playground Replacement construction contract award will be going to City Council on October 19<sup>th</sup>. The \$2.6M project is fully funded by City and grant funds, including the bioswale and shade structure add alternates.

The City Council completed their mayoral rotation making Hildy Stern the new mayor with Steve Napolitano as Mayor Pro Tem. If anyone on the commission knows of a person who should be recognized through Mayor Stern's kindness initiative, please forward your recommendation to the City Clerk's office.

Senior Recreation Manager (SRM) Vincent gave the following updates:

Four picnic benches have been replaced at Polliwog Park and the basketball hoops at Bruce's Beach have been replaced.

A new Maintenance Manager, Robert Sahagan has been hired. Mr. Sahagan is interested in developing new solutions and systems to address the quality of life issues that we have been faced with in our parks. Mr. Sahagan has been invited to come speak at the October commission meeting.

A membership program is being developed for pickleball and the skate spot.

The senior tennis card is being brought back. For a limited time, any resident over 55 or over can purchase the tennis card for \$1 that enable them to utilize the Live Oak tennis courts Monday – Friday, 7:00-9:00 pm or 12:00-2:00 pm, (times to be verified) free of charge. At the beginning of the year, 2022, the price will go to the regular price of \$25 per year.

Staff is working with MBUSD to offer tennis lessons at Mira Costa High School during the school day. This is intended to free up court time for recreational play at the Live Oak tennis courts.

Upcoming events:

Pumpkin Race, October 24<sup>th</sup>

Veterans Day, November 11<sup>th</sup>

Pier Lighting and Holiday Open House – November 17<sup>th</sup>

## H. COMMISSION ITEMS

The December commission meeting has been rescheduled to December 14, 2021.

Older Adult Program update – Commissioner McCarthy reported that programs are continuing to reopen with limited capacity. Sign-ups continue to increase.

District update – Commissioner Greenberg reported that school is in session, in person, with COVID protocols. Sports are in full swing.

Student update – Commissioner Grampp reported that students are back in person and school spirit is the highest it has been in years, with record attendance at the football games.

Commissioner Grampp is interested in pursuing his Students to Seniors program. The

program would involve different clubs from Mira Costa doing an interactive showcase presentation monthly for the Older Adults Program. Commissioner McCarthy will reach out to Jan Buike and Adela Cornejo, who are in charge of the Older Adults program, and create a connection.

**I. ADJOURNMENT**

Commissioner Greenberg moved to adjourn. Commissioner Doran seconded the motion. Seeing no opposition, the meeting was adjourned at 5:38 PM to Monday, October 25, 2021.

Ayes: Chair Karger, Greenberg, Weiner, McCarthy, Turkmany, Doran and Grampp  
Nays: none  
Abstain: none  
Absent: none

DRAFT

## AQUATICS FACILITY EXPLORATION

Ad-hoc Committee: McCarthy, Weiner, Doran  
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
<b>Initial visit to Begg Pool</b>			Complete	
Comments: Will likely need to revisit after discussions regarding site opportunities/constraints				
<b>Review prior Aquatics Facility exploration documents from:</b> <ul style="list-style-type: none"> <li>• Griffin Consulting (2016)</li> <li>• Facilities Strategic Plan (2008)</li> </ul>	Mark		In Process	4/16/21
Comments: Received summary proposed schematic layouts. Mark researching to find full 2016 proposal.				
<b>Review BCHD Feasibility Study dated 3/9/21</b> <ul style="list-style-type: none"> <li>• Understand goals of BCHD</li> <li>• Understand location and users</li> <li>• Understand physical plans including choice of indoor pool and play areas</li> <li>• Understand proposed management and costs of operation</li> </ul>	Mark	5/16/21	Rec'd study 3/15/21 Zoom Meeting completed 4/21/21	4/30/21
Comments: Received and reviewed study.  Met with Tom Bakaly, CEO of BCHD, by Zoom. Clear that although BCHD has done detailed demog. studies and draft layout for aquatics center, funding is a huge issue. They are open to partnering with MB to develop aquatics center on site or will consider assisting with funding of another site for MB such as Begg. BCHD has had no discussion with other cities yet, including concept of Redondo Aviation site. Probably worthwhile to see if Redondo has considered developing aquatics center there as part of a larger plan.				
<b>Visit El Segundo/Wiseburn Aquatic Center</b>	Laurie	02/22/21	Complete	2/18/21

<ul style="list-style-type: none"> <li>• view site plan and parking,</li> <li>• develop an understanding about the MOU between the school district and City,</li> <li>• research the total cost of the project and how it was funded,</li> <li>• learn about the centers programming, maintenance and operation costs</li> </ul>				
<p>Comments: Met with Linnea Palmer, Head of Aquatics for Parks &amp; Rec El Segundo and with Vicente Bravo, Chief Admin. Officer and Asst. Superintendent of DaVinci High School.</p>				
<p><b>Arrange Meeting with Matt Wunder, Principal of DaVinci High School</b></p> <ul style="list-style-type: none"> <li>• Understand who the stakeholders were and what motivated them</li> <li>• Understand where the funding came from and why and how much was needed</li> <li>• Understand what issues arose in the municipal and School District negotiations</li> <li>• Understand the operating agreement between the two cities</li> <li>• 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?</li> <li>• Understand overall what the biggest issues are that need to be considered in lifting a project like this off the ground</li> <li>• Understand the ongoing issues, if any, now that the pool is up and running</li> </ul>	Laurie	02/22/21	Complete	2/19/21
<p>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>				
<p><b>Conduct additional site visits:</b></p> <ul style="list-style-type: none"> <li>• RUHS</li> <li>• Torrance Aquatics Center</li> </ul>	<p>Matt Jessica</p>	<p>5/16/21</p>	<p>RUHS visit completed 3/25/21</p>	<p>4/30/21</p>



<ul style="list-style-type: none"> <li>Alondra Park Splash Pad</li> </ul>	Laurie	9/25/21	Torrance Aquatic visit completed 4/22/21  Alondra Visit completed 9/12/21	4/22/21  9/12/21
<p>Comments: MC and KW 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 held at Torrance Aquatics on 4/22/21 with LM, KW, JV, JS. Two pools designed specifically to meet needs of Redondo's 4 high school swim and WP teams. No outside use with rare competitive training exceptions. Each school has locker room, storage cage, team office. Pool in use about 5 hrs/day. Owned and operated by TUSD; bond issue financed. Completed about 3 yrs ago. ADA reqs. limited because pool is "competitive use". Excellent facilities for purpose.</p> <p>Onsite Visit to Alondra by LRM 9/12/21 to see splash pad and evaluate size and function. 50' diameter circle with 7 distinct water features. Located near play equipment and main pool. Appears much larger than MB would require. Textured concrete composition with small tile border.</p>				
<b>Review potential site options:</b> <ul style="list-style-type: none"> <li>Village Parking Lot</li> <li>Marine Avenue Park</li> <li>Current site, Begg Pool</li> <li>Redondo Aviation site</li> </ul>	Jessica	8/19//21	In Process  Begg Pool site visit completed 4/29/21  Aviation site visit completed 7/27/21	8/31//21
<p>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.</p> <p>Completed visit to Begg Pool with Jesus on 4/29/21—LM, KW, MC, JV present. Impressive to see how Jesus and his staff have kept such an aging facility functioning so well. Simply amazing. Assessment made it clear that there is a lot of underutilized acreage around the existing facility and that there should be ample room to devise a functional center and better layout. Biggest issue is ingress/egress and questions about plans for Begg Fields/parking. Potentially worth having draft ideas put on paper since last attempt was 4-5 years ago.</p> <p>Zoom meeting on 6/1/21 with JV, KW, LM to discuss meetings needed regarding specific sites. Jessica to coordinate outreach to RB City Manager re: Aviation site and BCHD, meeting with Dawnalynn re: Begg, meeting with Steve Charelian re: Village site</p> <p>Received copies of Village parking and use contracts from Jessica on 6/15/21 pertaining to apartments, MBCC, Mall use at site.</p> <p>Zoom meeting on 7/13/21 with JV, KW, SD, LM to review need to reach Charelian re: Village site and new RB Director Harding re: RB Aviation site. Learned that MBUSD won't discuss Begg directly with our sub-committee; claim need direction from Council. Plan to arrange lunch/meeting with Gensler regarding rough costs and schematics.</p>				

Received copy of report on RB Aviation potential pool site from Jessica 7/20/21.

LM, JV, KW and SD visited Aviation site 7/27/21 to understand physical space better. Located behind Aviation gym. Large relatively flat area where old pool was located, supposedly covered over.

<p><b>Review Architecture and Design Process with Keith Fuchigami of Gensler (Architect, Project Manager and Development Director in Sports Practice Area)</b></p>	Ken	3/22/21	Complete	3/12/21
<ul style="list-style-type: none"> <li>• Understand use of design firm's and aquatics consultant's specific roles</li> <li>• Understand method of projecting costs</li> <li>• Understand regulatory impact on physical layout</li> <li>• Understand physical considerations for both pool and support building</li> <li>• Understand timeframe for phases of project</li> </ul>				
<p><b>In-depth discussion with Keith Fuchigami, Steven Chung, Ron Turner of Gensler regarding:</b></p> <ul style="list-style-type: none"> <li>• Specifics of two possible sites for pool complex</li> <li>• Specific requirements for facilities</li> <li>• Gensler's interest in helping pro bono with initial materials for Council presentation</li> </ul>		9/25/21	CoSmplete	9/9/21
<p><b>Visits to Village site and Begg site scheduled with Gensler</b></p>		10/26/21	Scheduled	
<p>Comments: 3/12/21 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.</p> <p>9/9/21 Zoom meeting-Gensler-productive discussion of pool and building parameters as well as Village and Begg sites. Gensler agreed to rough out block sketches for both sites to determine what fits and to rough out costs. Plan to schedule site visits in October.</p>				
<p><b>Review Fundraising Efforts Orchestrated by Sherry Kramer, Director of Community Relations</b></p>	Laurie	3/22/21	Complete	3/4/21

<p><b>and Marketing for Continental Development Corp.</b></p> <ul style="list-style-type: none"> <li>• Understand type and success of various marketing efforts undertaken to supplement bonds, State grant, and municipal funds with private donations</li> <li>• Understand use of special purpose corp established</li> <li>• Understand psychological/emotional reactions from community to aquatics center and to concept of making personal donations</li> <li>• Understand the type and degree of private corporate donations made.</li> <li>• Understand the impediments that arose which complicated fundraising</li> <li>• Understand the basis on which funds were accepted from various stakeholders and private entities</li> </ul>				
<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>				
<p><b>Analyze &amp; synthesize data and draft a report on findings</b></p>		<p>8/19/21</p>	<p>In initial phase</p>	<p>1/31/22</p>
<p>Comments: Dependent on completing site visits to other pools, discussion with BCHD, and discussions regarding Village Field and Begg Pool site constraints.</p> <p>Meeting 8/16/21 in person-ML, JV, KW, LM, SD- to discuss strategy for eventual presentation to Council. Rough template for general P&amp;R presentation drafted and rough ideas for flow of Aquatics portion of it conceptualized. Sites discussed, pool requirements discussed, and need for an in-person meeting with Gensler pool architect identified; plan to schedule it in the next month.</p>				
<p><b>Develop cost estimates</b></p>				<p>TBD</p>
<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**

**Zoom Meetings completed on 7/6, 7/13, and in-person meeting completed on 7/29/21 to bring new Aquatics Committee member and new P&R Commissioner, Stephen Doran, up to speed on the activities of the Committee. All summary docs of site visits and Zoom calls to date sent to him on 7/1/21 by email.**

## 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	4/21/21	NEED TO SEE	
	KW	5/20/21	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  8/19/21	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 <b>NOT</b> 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> <p>8/19 - Waiting for Public Works to assist in renovations of the existing sites.</p> <p>Still looking for an input on possible additional sites (Bell Ave, El Porto??)</p>				
Develop survey for parkette/dog run options				
Comments: CONCLUSION...SITES LIKE 6th/AVIATION, BELL AV AND ANY OTHER POTENTIAL SITE ADJACENT TO A RESIDENCE IS <b>NOT</b> APPROPRIATE TO PUSH FOR. THIS IS BASED ON "WOULD YOU WANT A NOISY/POTENTIALLY SMELLY PUBLIC DOG FACILITY NEXT TO YOUR HOUSE?"				
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: vendor reference received, contact not yet made				
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	6/17/21	PW to contract with 3 <sup>rd</sup> party to install amenities. Need	

		7/23/21	new pricing before implementation	
<p>Comments: Energov upgrade done, project leads do not want to add additional permits before then. Meeting scheduled to discuss new permit workflow</p> <p>Purchasing is bidding out third party purchase and installation of benches per Public Works' request. This should expedite installation once the contract is in place.</p>				

ADDITIONAL INFORMATION

**On 8/20/2021 Spoke with the Director of Parks and Recreation to discuss their foundation funding from a 501 C3 call PARC. It was founded in the 70's and currently works as a fundraising arm of Parks and Recreation for specific projects approved by the City as well as a way to funnel all Parks and Recreation donations.**



## MB PARKS FOUNDATION

The MB Parks Foundation is a 501 c 3 non-profit, that promotes, enhances and preserves parks, recreation programs and open space in Manhattan Beach for the enjoyment, appreciation and improved quality of life for present and future generations

The Foundation achieves its mission through:

- Financial support to the City of Manhattan Beach Parks and Recreation Department parks, programs, facilities and services from the Foundations fundraising efforts and individual donations
- Education and promotion of the value and benefits of City of Manhattan Beach parks and programs to the community
- Partnerships with organizations that support PARC's mission and help the foundation to serve the community more effectively

MB Parks Foundation will establish a Board of Directors to manage and direct the affairs of the Foundation.

The Board of Directors will consist of four (4) Officers of the Board -President, Vice-President, Secretary and Treasurer. The authorized number of directors may be twenty-one (21), but at no time less than nine (9).

The City Council of the City of Manhattan Beach shall have the options of appointing two (2) ex-officio directors, one of whom may be a sitting member of the City Council and up to two (2) of whom may be sitting members of the Parks and Recreation Commission. The Director of MB Parks and Recreation and a Staff liaison will also be attending all meetings.

A Director will serve a three (3) year term and not more than two (2) consecutive terms.

Specific Powers include:

- Select and remove the directors of the Foundation
- Conduct, manage, and control the affairs and business of the foundation, and make such rules and regulations therefor not inconsistent with law, or with the articles of incorporation or the bylaws, as they may deem appropriate
- Accept and receive gifts and grants of any kind on behalf of the foundation and its sponsored organizations
- Administer and property received in accordance with the conditions under which it was accepted and received
- Acquire and/or hold real and personal property as an endowment or trust when the same is given for the purposes of this Foundation.
- Invest and reinvest the assets of this corporation in any manner deemed prudent
- Do all acts necessary or incidental to carry out the primary purposes of the Foundation

- Act as Fiscal Sponsor for community organizations and City Parks and Recreation Department programs which further the objectives of this Foundation.

#### Fiscal Provisions

The Foundation shall separately budget and account for operating funds for parks and recreational programs and grants. The Foundation will hire an independent bookkeeper to keep track of all received and paid funds.

Grants: Funds which are raised through memberships, grants and/or donations, shall be allocated to the program or activity for which they were specifically raised. Members are encouraged to pursue grants and contributions. Parks and recreational activities, programs and grants shall be provided for the benefit of the community.

Sponsorship: the MB Park Foundation may serve as Fiscal Sponsor for community organizations and programs of the Parks and Recreation Department that aligned with the mission of the MB Park Foundation. Following board approval of an application for fiscal sponsorship, an account shall be established and maintained in the name of the group to hold funds raised for that purpose through grants and donations.

## 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 and begin community outreach for park options		7/22/21 8/20/21		
<ul style="list-style-type: none"><li>• Comments: Scheduled 3 community outreach meetings, focused on the residents of El Porto, to be conducted via Zoom</li><li>• Drafted and revised invitation email to attend El Porto community outreach meetings</li><li>• Distributed the invitation to ~250 households (~50%) in El Porto via local realtor, Bob Siever</li><li>• Conducted one community outreach meeting (7/20). Additional meeting upcoming 7/27 and 8/2</li><li>• On-site community outreach held 8/18/21, approximately 25 attendees and 15 emails</li></ul>				
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**

**Next Steps**

- Ad hoc committee to compile and synthesize notes and finding from the community input meetings. These finding will be shared in our report and be used to shape additional qualitative and quantitative research to be conducted on the topic
- City Staff coordinating community outreach meeting Aug 18, targeting input from broader MB community
- The input from these meetings will shape the quantitative survey to be conducted in the early fall

## 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	6/17/21	Suzanne, Mark and the Park Ranger Paul met with the David	
Comments: 5/20-Mark discussed the contract with the city attorney who recommended he now discuss with David, the leasee. 6/17-Mark, Suzanne, Paul and David met to discuss the graffiti and safety issues with the Park Ranger. Paul recommended a camera surveillance, having set hours and putting locks on the doors. David was concerned about his loss of revenue as 10% of it is coming during the late-night. We said it would be a new business model and could attract the local - residents, vs the non-locals that use it now. We mentioned his lease contract states he needs to maintain the look and condition of the building. David is now wondering if it is worth it to continue his lease. He is leaving for a 3- month vacation, during that time the Pay-N-Play committee will compile a report which list of repairs we would need completed with cost estimates for the repairs, security and door locks. We will also try to estimate the revenue he could potential receive and send to him for his review.  8/20- The matter is currently being handled by the City Attorney.				
Meet with owner to discuss repurposing, alternative building options	staff	5/20/21 6/15/21	Mark is discussing with owner at 5/24 mtg Suzanne and Mark met with the owner, David	

<p>Comments: 5/20- there is owner interest in repurposing. 6/15 - meeting with David, Mark and Suzanne presented use options, with a focus on ½ court pickleball. David was very enthusiastic about the new business opportunity. We discussed that we were looking for a partnership which would require replacing windows, painting and building maintenance. He said that he can't keep up with it because of the taggers that play/hangout around 2 pm in the morning. When we suggested he lock the doors, so they are not open 24 hours a day, he said he felt there would be more damage. Mark suggested camera surveillance, and David was resistant. We asked the Park Ranger, Paul to meet us and make suggestions. Our goal is to partner with David, but switch his model</p>				
Develop survey if needed	Ad-hoc		TBD	
<p>Comments:</p>				
Notice surrounding residential area	Staff			
<p>Comments:</p>				
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 an develop usage options	Ad-hoc		TBD	
<p>Comments:</p>				
Develop Cost estimate	Staff and Ad-hoc		Will continue to work on to forward to the leasee	
<p>Comments:</p>				
Commission community input with final recommendations developed for City Council	Staff		TBD	
<p>Comments:</p>				

**Pay-N-Play Racquetball of America Company  
Marine Park  
Manhattan Beach**

**Reason this project was selected by the Council for exploration:**

On June 6th, 1986, Mr. David (Last Name) owner of Pay 'N' Play Racquetball of America Associates entered into a partnership and long-term lease agreement with the City of Manhattan Beach as a TENANT. The contract agreement allowed the TENANT to construct and operate a racquetball facility for a term of 35 years, plus two (2) 10-year extensions on 5643 square feet of land adjacent to Marine and Redondo Avenues.

The expiration of the original lease is 12/31/2021. To be approved for a ten (10) year extension the TENANT must give the CITY written notice of his election to exercise that option not later than six (6) months prior to the expiration of the term was 7/31/2021.

Since the late 80's, the popularity of racquetball has fallen dramatically, and the use of the facility has declined consistently over the past several years. City Council determined the Parks and Recreation Commission should actively explore options to re-acquire control of the property and repurpose the land and/or building for higher-value recreations activities or renegotiate with the TENANT for building improvements and repurposing for a broader community appeal.

**Current State of Play**

At this point no written notice has been given to the CITY to renew the lease by the TENANT and the matter is currently being managed by the City Attorney.

**Current Monthly Income to the CITY and Current status of Rent Payments**

**\$ \_\_\_\_\_**

**Summary of Due Diligence**

**March**

Ad-Hoc committee, Mark Leyman, Jessica Vincent and Michael Hudak met on site to review condition of the building. There was significant damage seen on the outside, fascia boards are warped and rotting, all windows need to be replaced due to vandalism, window frames have corrosion, all doors and door frames have corrosion and should be replaced, painting needed both inside and outside.

**June 2021**

\* Met with the TENANT, David to discuss building conditions and needed upgrades and repairs and the possibility of converting the racquetball courts to pickleball.

\*Director Leyman met with a Manhattan Beach Pickleball user group at Pay 'N' Play, to see if there would be interest in playing ½ court Pickleball on the current Racquetball courts with minimal updates. They said no.

\* Director Leyman, Commissioner Karger and Park Ranger, Paul Rubio met with the TENENT, to discuss the graffiti and safety issues of the building and made suggestions requiring set hours, locked doors and a security system. David was not interested in spending more money for a security system or locking the courts (he gets people playing very late at night and early morning and if some of those users were locked out, he felt there would be more graffiti done to the building and he would lose income.

### **Conclusion and Recommendations**

If the property is procured back to the CITY, the Commission has identified several Next Use Options use for the park space and building based on current recreational demand patterns.

#### **Cost estimate of bringing the building up to standard – Sean Roberts (Facilities Supervisor): \$54.0 minimum**

1. Outside Paint-\$30.0
2. Inside Paint and Repairs-\$15.0-20.0
3. Replace Windows-\$4.0
4. Cracks in the cement would require further inspection

#### **Security Requirements - Paul Rubio (Park Ranger)—\$2.2 minimum**

1. Change the hours of operation to match the park operation hours
2. Lock the doors overnight (the facility is currently open 24/7)
3. Better lighting around the facility (\$50 per light, \$200 for 4)
4. Security Cameras (\$2.0 estimate)

#### **Property specifications for Next Use**

Building Square Footage-5643 square feet

Building Footprint—45' x 90'

Interior includes-4 Racquetball Courts—20' x 40'

**If the building is to remain in its “same form” and updated with the above repairs, it could be remodeled for other uses in each of the 4 -20' x 40' rooms:**

1. Classrooms for arts and crafts, exercise, language or indoor games such as chess, bridge and mah jong-which would relieve Joslyn Center space
2. Yoga, exercise classes
3. After-school teen, homework club or learning center to relieve Manhattan Heights space
4. Community rooms



5. Marine Park storage, which would eliminate the variety of portable units and crowded conditions in the Recreation Building

**Cost estimate of demolishing the building**

Sean Roberts- \$ \_\_\_\_\_

**If the building is removed and use the 90' x 45' Footprint**

**Outdoor Sports and Usage**

1. Pickle Ball -44' x 20' (court size) 40' x 70' (play space)
2. Tennis-Singles-78' x 27 (court size) 60' x 120' (play space)
3. Tennis-Doubles 78' x 36' (court size) 60' x 120' (play space)
4. Basketball (94' x 50' (court size) 97' x 53' (play space)
5. Paddle Ball -50' x 20' (court size) 78' x 36' (play space)
6. Additional dog run space
7. Green space with seating

## SAND DUNE BUILDING

Ad-hoc Committee: Turkmany, Weiner

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

## 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	7/22/21 8/20/21		
Comments: meeting Risk manager and PD scheduled				
<ul style="list-style-type: none"><li>Met with the Mayor to provide project update. Mayor fully supports the project.</li><li>Ad hoc committee chair has been coordinating with scout troops to schedule additional park cleanup sessions</li><li>Provided a detailed progress update to the City's Risk Manager.</li><li>Provided proposed language to the City's Risk Manager for new signage to be posted at each of the park's 8 entrance gates: "This is an unmaintained wilderness area. Park users are advised to stay on designated paths."</li><li>The City's Risk Manager approved the proposed language.</li><li>The ad hoc committee has requested that the 8 signs be ordered so that they can be posted when park cleanup is complete.</li><li><b>Additional clean up scheduled for 8/21</b></li></ul>				
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**

**Next Steps:**

- P&R staff to order new signs for each of 8 entrance gates
- Confirm park cleanup dates with scout troops. Conduct thorough cleanup.
- Conduct final walkthrough with City's Risk Manager
- Open the lower gates for trial period
- Monitor