



**CITY OF MANHATTAN BEACH  
PARKS AND RECREATION COMMISSION  
Tuesday, December 14, 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 Doran

Commissioner McCarthy  
Commissioner Turkmany  
Commissioner Grampp

**C. APPROVAL OF MINUTES – November 29, 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**

1. 2021 Work Plan subcommittee updates as necessary
2. Discussion of 2022 Work plan

**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**

**THE DECEMBER 14, 2021 MEETING WAS RESCHEDULED FROM  
DECEMBER 27, 2021 DUE TO A LACK OF QUORUM.**

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, December 14, 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**  
**November 29, 2021**  
**4:00 PM**

CONTENTS

**A. CALL TO ORDER**

The meeting was called to order at 4:22 PM.\*

\*An email was sent to the Commissioners erroneously indicating 5:00 as the start time. The meeting was posted to the public to begin at 4:00. Meeting started when a quorum was assembled. Staff was present at 4:00 p.m. No members of the public attempted to join the meeting so were not affected by the delayed start time.

**B. ROLL CALL**

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

Absent: none

**C. APPROVAL OF MINUTES**

Commissioner McCarthy moved to approve the October 25, 2021 minutes with edits below requested by Commissioner Greenberg. Commissioner Turkmany seconded the motion. The motion passed.

P. 1, Item F, paragraph 1 – correct the paragraph to indicate that the subcommittee is waiting for staff to create the community survey. (previous text had been carried over from the month prior and was outdated)

P. 2, paragraph 1 – wording was added to clarify that Commissioner Greenberg had expressed in the meeting that he felt that the work of the subcommittee had been disrespected by Director Leyman’s desire to have the Risk Manager and Police Department reexamine an area.

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

Nays: None

Abstain: None

Absent: Karger

**D. CEREMONIAL**

None

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

No members of the public were present.

**F. GENERAL BUSINESS**

Commissioner Karger asked Director Leyman to address the commission to address some

frustrations. Director Leyman acknowledged the work that the commission has done and reminded everyone that everything takes a lot of time to accomplish. He stated that it is important for everyone to recognize all that the commission has already accomplished. The Parks Master Plan completed by the commission is a living document now serving as a roadmap to bring projects and to the City Council every year. He expressed his gratitude for all of the work done by the subcommittees over the past year.

Commissioner McCarthy is concerned that all of the work done will become outdated if no action is taken and if these projects are not considered priorities. She fears that the City will not be able to capitalize on the relationships and goodwill that have been built through this process, if momentum is lost. She gave an example that all of the information gathered for the aquatics facility is very current as the surrounding pools have been built within the last three to five years. Director Leyman stated that it is important that specific direction should be requested in the Joint City Council meeting so it is clear whether or not the project moves forward.

Commissioner Weiner again requested to receive the document that is being put together with maintenance and repair information as some of those costs will intersect with some of the commission projects. He asked how the CIP project list is fixed, meaning that other projects cannot be added until the projects on the plan are finished. Director Leyman stated that the City Council regularly reviews the CIP list and reprioritizes based on the number of engineers and amount of money available each year. He added that the Maintenance and Repair costs document is not yet complete.

After some discussion, it was acknowledged that there will be a report for each project but some will end up being absorbed into the Parks and Rec budget and some will not be recommended for further action. Once the homework has been done, not all projects will be feasible.

Commissioner Greenberg reminded the commission that the purpose of the annual meeting is twofold. First to review progress on each project, second to determine how to move forward or whether to move forward at all. He asked if there are any new projects on the Parks Master Plan that should be added to the work plan.

Director Leyman instructed that all items will be presented and direction will be requested at the end of the presentation.

Management Analyst Robb shared the presentation planning template for the sub-committee leads to complete. This will serve as the outline for the presentation and provide the information necessary to prepare the PowerPoint presentation for the joint meeting.

Discussion of 2021 Workplan Items:

**El Porto Family Park** (Greenberg, McCarthy, Turkmany) – Commissioner Greenberg reported that the subcommittee is still waiting for staff to draft a community survey. Director Leyman reported that Senior Recreation Manager (SRM) Jessica Vincent has been working with the City Manager to conduct a statistically valid community-wide survey. 400 members of the community will be selected at random to participate. The survey will include a number of items and categories for prioritization to aid the City Council in their decision making. The previous community survey was done 5 years ago. Director Leyman believes the survey will be done in December 2021. Director Leyman is not sure whether the results will be available in time for the January joint meeting.

**Nature Areas and Trails** – (Greenberg, McCarthy, Turkmany) Commissioner Greenberg gave the following update: Gate #2 has been unwelded and is now accessible. Gate #3, which was previously open, now is padlocked. Both gates now have temporary signage, approved by the Risk Manager, stating that this is an unmaintained nature area, use at your own risk. The previous discussion was that all 8 gates would receive the signage. There is still a legacy sign at Gate #2 that needs to be removed. Director Leyman will ask staff to remove the sign. The trial period has now begun so usage and issues will be monitored. He will also work with staff regarding unlocking the gate. Gate #3 should not be locked. Director Leyman will follow up with SRM Vincent regarding opening and closing the gates daily.

**Dog Runs/Parkettes** – Commissioner Weiner stated this item will be presented at the joint meeting as a progress report stating that the shortfalls of the existing dog run locations have been identified and have now been taken over by staff.

**Polliwog Park Enhancements** – These project are under staff purview. Progress and successes will be reported at the joint meeting.

**Sand Dune Building Replacement** – Commissioner Turkmany reported that there were estimates received for ADA improvements in the \$100,000-\$140,000 range, to the existing structure and also for a small reservation booth. Commissioner Weiner added that there were additional quotes received for a larger prefab building in the \$500,000 range. Director Leyman mentioned that an engineer should also look at any quotes to make sure they are realistic.

**Exploring Repurposing the Pay N Play Racquetball Courts** – (Karger, Turkmany, Greenberg) Commissioner Karger reported that the subcommittee is presuming that alternative uses will need to be considered for the space based on the current situation with the tenant.

**Exploring Acquisition of the Armory** – Commissioner Karger summarized an earlier discussion that a letter will be sent annually indicating the City's interest in reacquiring the armory land.

**Exploring the feasibility of developing an aquatics center** – (McCarthy, Weiner, Doran) Commissioner McCarthy gave the following report: The sub-committee met onsite with the Gensler rep and looked at the pros and cons of the Begg and Manhattan Village locations. The rep will be meeting with his team to develop some pro bono sketches and estimates that the project would be in the \$17 million to \$20 million range. There is a possibility that sketches will be available for the joint meeting. The subcommittee needs authorization to talk to the school district and the management company for the Manhattan Village Mall, and to speak the City Manager to see what the thoughts are regarding the two properties. Commissioner McCarthy's research showed that the Manhattan Village site was donated under the Quimby Act, which is to be used for Park and Recreation purposes. Commissioner Weiner stated that if the Manhattan Village site is considered, the City would need to examine whether a new pool would be replacing Begg Pool or in addition to Begg Pool.

**PMP Project Cost Estimates; P&R Maintenance and Replacement Budgeting** – (Weiner, McCarthy) This item should be removed from the agenda as it will be developed in lock step with the report to City Council.

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

Commissioner Turkmany stated that the bulk of the Donation Policy is a staff item. He will be presenting a supplement for the Gift Acceptance Policy and a potential Foundation to work with donations. Feedback from City Council is necessary to know if there is any interest. Commissioner McCarthy shared that she had heard that it was difficult to get any traction on the Senior Scout Community Center until a 501c3 was formed and started raising money for the project drawing attention. Director Leyman stated that the key to presenting this concept is to show what this looks like for the City and how do we go about working effectively with a 501c3.

Discussion of 2022 Workplan Items – The commission agreed that Salute to the Troops will be kept on the work plan for 2022 as long as there is a full summer concert series.

Director Leyman recommended the commission take a look at the Parks Master Plan at the next meeting to see if there are any quick wins or mid-range projects that might be added to the work plan. He also mentioned that the commission and department already have a lot on their plate and with the current bandwidth of staff, adding items is not suggested.

#### **G. STAFF ITEMS**

Director Leyman gave the following updates:

City Council approved the Catalina Classic statue for the south pier parking lot.

The first annual Turkey Pickleball Tournament was held over Thanksgiving Weekend with almost 200 participants. Commissioner Greenberg asked if the commission should honor the winners of the Pickleball Tournament. Director Leyman stated that the request could be pushed forward to the City Clerk's office through the commission Chair.

Holiday Fireworks will be held on Sunday, December 12<sup>th</sup>. Spectators will be encouraged to view from the beach. There will be no viewing from the street on Manhattan Beach Boulevard west of Manhattan Avenue.

#### **H. COMMISSION ITEMS**

The December commission meeting will be held on December 14, 2021 at 4:00 p.m..

Commissioner Karger announced that the California Great Santa Stroll will be held on Saturday, December 11<sup>th</sup>. The event will be a pier to pier walk beginning at Hermosa Beach Pier, heading north to the Manhattan Beach Pier and then heading back south to end at the Hermosa Beach Pier. The goal is to have 1,000 participating Santas.

Older Adult Program update – Commissioner McCarthy reported that the Senior Advisory Committee strongly recommends having the Beatles cover band play at the Summer Concert Series. The band performed at the Library over the summer and was very well received.

District update – Commissioner Greenberg had no update from the school district.

Student update – Commissioner Grampp reported that the Mira Costa Football team made it to the CIF semi-finals and the school orchestra will be having their Winter Concert of December 8<sup>th</sup>. Last day of classes for the year will be December 17<sup>th</sup>. Finals will start on December 13<sup>th</sup>. Commissioner Weiner added that the Womens Cross Country team won the CIF Championship.

**I. ADJOURNMENT**

Commissioner Doran moved to adjourn. Commissioner Weiner seconded the motion. Seeing no opposition, the meeting was adjourned at 6:19 PM to Tuesday, December 14, 2021.

DRAFT

**DATE:** December 14, 2021

**TO:**

Members of the Parks and Recreation Commission

**FROM:**

Mark Leyman, Parks and Recreation Director

**SUBJECT:**

Parks and Recreation Commission Work Plan for 2022-2023

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**RECOMMENDATION:**

Discuss approved Parks and Recreation Work Plan items for presentation to City Council at the joint City Council meeting on January 11, 2022.

**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 Parks and Recreation Commission will discuss the items below to in order to present status, recommendations and request direction at the joint City Council meeting. Suggestions for possible additions to the 2022-2023 work plan may be discussed.

- 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