



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

**Monday, August 22, 2022**

**4:00 PM**

**Location: Virtual – Instructions within Agenda**

**A G E N D A**

**A. CALL TO ORDER**

**B. ROLL CALL**

Commissioner Allen

Commissioner McCarthy

Commissioner Greenberg

Commissioner Windes

Commissioner Weiner

Commissioner Serota

Commissioner Doran

**C. APPROVAL OF MINUTES – July 25, 2022**

**D. CEREMONIAL – Welcome to New Commissioners**

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

**F. GENERAL BUSINESS**

1. 2022 Workplan Item updates

- El Porto Family Park
- Sand Dune Park Master Plan (Nature Areas and Trails, Building)
- Dog Parks and Community Parkettes
- Repurposing Pay N Play
- Explore Aquatics Facility
- Donation Policy and Programs

**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, August 22, 2022 (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  
PARKS AND RECREATION COMMISSION**

Monday, July 25, 2022

**4:00 PM**

**Location: Virtual – Instructions within Agenda**

**MINUTES**

**A. CALL TO ORDER 4:01 pm**

**B. ROLL CALL**

Commissioner Allen            Commissioner McCarthy

Commissioner Greenberg    Commissioner Windes

Commissioner Weiner        Commissioner Serota

Commissioner Doran

Present: Allen, Greenberg, Weiner, Doran, McCarthy, Windes, Serota

Others Present: Director Leyman, Sr. Management Analyst (SMA) Robb

**C. APPROVAL OF MINUTES – June 27, 2022**

Commissioner Windes moved to approve the minutes as written.

Commissioner Weiner seconded the motion. The motion passed.

Ayes: Allen, Greenberg, Weiner, Doran, McCarthy, Windes, Serota

Nays: None

Absent: None

**D. CEREMONIAL – None**

**E. AUDIENCE PARTICIPATION (3-Minute Limit) - None**

**F. GENERAL BUSINESS**

1. 2022 Workplan Item updates

• **El Porto Family Park** – (Greenberg, McCarthy, Allen) Director Leyman reported that he had a follow up meeting with Beaches and Harbors and the property division, and the outcome is that the County will not fund the swing set or playground upgrades at this time. If the City wants to install anything, it would need to enter into a long-term agreement with the County making the City responsible for installation, maintenance and indemnification of the County for any liability. Most agreements with the County are limited to 10 years, but a longer agreement could be considered. At the time the County took over the beach, there was a stipulation from the State, that development projects could not exceed \$250,000. In today's dollars, the number is closer to \$500,000. If grant funds become available, upgrades can be considered, but at this time the City is not planning to pay for this project. Director Leyman will update City Council on the status of the project. The project will be kept on a list of potential CIP projects for reconsideration in the future.

• **Sand Dune Park Master Plan, including Nature Areas/Trails and Building** (Greenberg, McCarthy, Windes) Commissioner Greenberg reported that he had seen on NextDoor that neighbors in the Sand Dune area are reporting that some of the recent work done there is not being properly irrigated.

Director Leyman gave an overview of the timeline for improvements at Sand Dune Park.

Work began on July 18<sup>th</sup> and crews are working Monday through Friday. Plant materials are scheduled to arrive in August with landscaping scheduled to be complete by mid-October. The Eagle Scout candidate is still planning his project, which is currently in a holding pattern. Commissioners Greenberg and Windes were curious about the Friends of Sand Dune Park and asked to meet with them. They were concerned that the Friends of Sand Dune Park were consulted on the matter of plants, but the commission was not. Director Leyman mentioned he thought that the list of potential plantings was presented by Sean Roberts at the May meeting. SMA Robb mentioned that there was a list in the presentation but it wasn't clear if that was a final list. Director Leyman clarified that the Friends group became known to staff when they made a presentation at a City Council budget study session, during public comment. Director Leyman will ask Maintenance Manager Sean Roberts to forward the list of plants to the commission and to provide more information on the members of the Friends of Sand Dune Park. Commissioner McCarthy suggested that a meeting be set up between Manager Roberts and the sub-committee to get the bottom of the situation.

Commissioner McCarthy asked about the community input survey for Sand Dune Park. Director Leyman stated that it does not have to be a statistically valid survey and the staff contact is Michael Hudak.

- **Dog Parks and Community Parkettes** (Weiner) Commissioner Weiner reported that some of the improvements at the Live Oak dog run have been completed and we are still waiting for the shade structure. The City is working with the school district to see if moving the storage units in the Begg Pool parking lot, to enlarge the dog run, is feasible. Public Works is exploring costs for the additional perimeter fencing. Commissioner McCarthy mentioned directional signage is lacking for the Polliwog Dog Run. Commissioner Windes reported that the small dog run at Marine Avenue Park was well used and should not be removed.

Commissioner Weiner reported that he had met with Director Leyman and SMA Robb at the 8<sup>th</sup> Street Parkette and compiled lists for improvements at the 8<sup>th</sup> Street Parkette and Larsson Street Parkette. These improvements include additional fencing and signage to address the presence of dogs in the park. Most of the improvements would be the responsibility of Public Works.

- **Repurposing Pay N Play** – (Windes, Greenberg, Allen) Commissioner Windes reported that the subcommittee met with Director Leyman and SMA Robb on July 5<sup>th</sup>, and discussed locking the facility, ventilation, security cameras and short term uses for the space. Director Leyman added that upgrades and immediate needs had been identified and Public Works is working on preliminary costs. He is still working with the legal team with a goal of transitioning control of the facility in September. Initially, the goal will be to make the facility safe and functional in its current use, while working with the community to determine future uses.

- **Explore Aquatics Facility** – (McCarthy, Weiner, Doran) - Commissioner McCarthy reported that on July 14<sup>th</sup> she was at a meeting with Councilmember Suzanne Hadley, Redondo Beach City Councilmember Todd Lowenstein, and Kristin Murray who represents a swim club operating primarily in Redondo Beach. The meeting was to discuss an aquatics center at the Aviation Track location. This is in addition to the Seaside Lagoon project which may include a lap pool, wave pool or splash pad. It seems that there is strong interest in exploring the Aviation location. Commissioner McCarthy requested a project layout before committing to any participation. She clarified that this is separate from Begg Pool upgrades. She speculated that participation in a joint agreement could free up pool space at Begg Pool.

- **Donation Policy and Programs** (Weiner, McCarthy, Allen) – Commissioner Weiner reported that the subcommittee had spoken with City Treasurer, Tim Lilligren and met with Finance Director, Steve Charelian and two other Finance staff members regarding current donation processes. Director Charelian expressed concern that the number of projects generated by a non-profit may be too great. After the discussion, the subcommittee still feels that a non-profit organization as a vehicle for donations could be a benefit to the City. Commissioner McCarthy suggested speaking with Ed McKeegan at MBX. The idea of a Park Ambassador program also came up. A Park Ambassador program could be valuable for project suggestions. She added that the idea of a non-profit organization assisting in donating and fundraising is not a new concept, and there are many examples on the internet.

## **G. STAFF ITEMS**

Director Leyman summarized recent City Council actions and gave the following department updates:

History Associates Inc. (HAI) has been approved to proceed with phases one and two (of five phases) of digitization of the historical collection housed at the Red House in Polliwog Park. Library surplus funds will be used to pay for the project. HAI will be creating a foundation for what will be preserved. Over the next six to eight months, HAI will create a policy for preservation, conduct an inventory of items and survey all of the collections.

Shakespeare by the Sea was held at Polliwog Park, July 21-22.

MB Grand Prix was held on July 24.

The Concerts in the Park series continues with Dietz Brothers on July 31.

The annual Community Art Show will open at the Manhattan Beach Art Center on July 29.

As part of the International Surf Festival, the 6-Man Volleyball Tournament will be on August 5-6, and Jr. 6-Man and the Sand Castle Contest on August 7.

The Manhattan Beach Open Volleyball Tournament will be held August 19-21. The set-up is larger than 2021, but still about 25% smaller than a few years ago. Commissioner Greenberg mentioned that the Hermosa Beach AVP tournament was not spectator friendly and hoped that the Manhattan Beach event will be better laid out in terms of spectators being able to watch matches.

Pickleball resurfacing at Manhattan Beach Middle School is scheduled for October 2022. It is possible that the School District will request that the resurfacing be rescheduled for winter break.

National Fitness Court installation is trending toward Spring 2023.

Polliwog Playground is likely to be completed in December although staff is still hoping for November. The installation plans were created using drawings that showed a sewer line several feet below the surface, that ended up being very near the surface, requiring redesign.

Commissioner McCarthy remarked on the duck droppings at Polliwog Park. Director Leyman stated that this is an ongoing issue requiring regular pressure washing. Commissioner Windes added that the amount of geese at Polliwog Park increased when work started on the Top Golf in El Segundo. Director Leyman reminded the commissioners to use the GoReach app to report items that need attention. Commissioner Greenberg encouraged staff to address these issues before the public needs to.

Commissioner Weiner asked if there had been any feedback on the lack of challenge coins at the Salute to the Troops. SMA Robb reported that she had received no feedback.

Commissioner Weiner inquired about the Public Works project list. Director Leyman stated that the list is a work in progress and he will provide a working list.

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

Older Adult Program update - Commissioner McCarthy had no major updates but mentioned that some of the seniors were concerned that there were not enough recycle bins at the Concerts in the Park. She added that Councilmember Franklin attended the Senior Advisory Committee meeting and there was discussion of the cannabis issue and outdoor dining. Separately, the scrambled crosswalks downtown, e-bikes and coyotes came up as safety issues.

School District update – Commissioner Greenberg – no update, school is out for the summer. Commissioner Weiner inquired about the condition of Mira Costa High School. He stated that the condition of the landscape maintenance is embarrassing and wondered if the superintendent and principal ever walked around campus to see the state of things. Commissioner Windes stated that maintenance staff is working constantly to bring the campus up to standard, but are short staffed. She recommended taking concerns to the School Board or sending an e-comment. Commissioner Greenberg provided contact information to Commissioner Weiner.

Student update - Commissioner Serota had no update as school is out for summer. Regarding e-bike safety, he stated that the consequences of not wearing helmets and not following the rules of the road need to be made clear and enforcement is important.

The September 26 meeting has been rescheduled to Thursday, October 6<sup>th</sup>, 4:00 p.m.

#### **I. ADJOURNMENT**

Commissioner Windes moved to adjourn. Commissioner Serota seconded the motion. The motion passed. The meeting adjourned at 5:48 p.m.

Ayes: Allen, Greenberg, Weiner, Doran, McCarthy, Windes, Serota

Nays: None

Abstain: None

Absent: None

**DATE:** August 22, 2022

**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 Parks and Recreation Work Plan items approved by the 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 City Council met with the Parks and Recreation Commission in a joint meeting on January 11, 2022 to provide direction and approve the following topics for the 2022 Parks and Recreation Commission Work Plan.

- El Porto Family Park
- Sand Dune Park Master Plan (Nature Areas & Trails, building)
- Dog Parks & Community Parkettes
- Explore repurposing Pay'n'Play Racquetball Land/Building
- Explore Aquatics Facility
- Donation Policy and Programs

Ad-hoc committees will provide updates monthly.