



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

**Thursday, October 13, 2022
4:00 PM**

**Location: Manhattan Beach City Hall
City Council Chambers Hybrid
Virtual – Instructions within Agenda**

A G E N D A

A. CALL TO ORDER

B. ROLL CALL

Commissioner Allen

Commissioner Greenberg

Commissioner Weiner

Commissioner Doran

Commissioner McCarthy

Commissioner Windes

Commissioner Serota

C. APPROVAL OF MINUTES – August 22, 2022

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. 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 and mleyman@citymb.info, no later than 3:00 PM, October 13, 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, August 22, 2022

4:00 PM

Location: Virtual – Instructions within Agenda

MINUTES

A. CALL TO ORDER 4:01 pm

B. ROLL CALL

Commissioner Allen Chairperson McCarthy
Commissioner Greenberg Commissioner Windes
Commissioner Weiner Commissioner Serota
Vice Chairperson Doran

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

Others Present: Director Leyman, Sr. Management Analyst (SMA) Robb; Public Works Maintenance Manager Sean Roberts

C. APPROVAL OF MINUTES – July 25, 2022

Chair McCarthy requested revision on Page 2, in the work plan item “Explore Aquatics Facility” to: clarify that the meeting was called by Redondo Beach due its strong interest and the purpose was to explore this conceptually with Manhattan Beach,; this will likely be separate from discussion regarding the renovation of Begg pool; and add wording that Commissioner McCarthy requested additional information regarding Redondo Beach’s ownership of the land and any leases to better understand the site.

It was moved and seconded (Windes/Doran) to approve the minutes as amended and via a show of hands, the motion passed 7-0.

D. CEREMONIAL – Welcome to New Commissioners – Commissioners Tracey Windes, Russ Allen and Race Serota were welcomed.

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

Commissioner Weiner noted that he had received an email from Gary Osterhout regarding Sand Dune Park, and asked about the status of this, or if this should be addressed at this time and in general, how to handle such emails received outside of a meeting.

Director Leyman informed that typically emails received are directed to be addressed by staff as appropriate, and in this case Public Works Director Lee has responded. SMA Robb further clarified that the purpose of the Audience Participation section in the agenda is to give an opportunity to anyone in the audience to briefly bring up something that falls under the Commission’s purview but which is not covered for discussion elsewhere in another agenda discussion item. The Chair can refer live comments received in Audience participation for discussion under either the “Commission Items” or “Staff Items” portions of the agenda.

F. GENERAL BUSINESS

1. 2022 Workplan Item updates

- **El Porto Family Park** – (Greenberg, McCarthy, Allen) Commissioner Greenberg noted that the only remaining action item since last meeting was the preparation by Director Leyman of a memo to be passed on to the council, detailing conversations the committee has had with LA County. Director Leyman reported that he has completed and submitted the memo to the City Manager. At this time, City Manager Moe is considering whether to provide the information to the council as an administrative memo, or place on a council agenda as a consent item. The status of this item is now a “staff item” as such, the Commission’s work is complete; he will provide an update at the next meeting.

Commissioner Greenberg stated he understood and is comfortable that this item has not further follow-up with the committee and can be taken off the agenda.

- **Sand Dune Park Master Plan, including Nature Areas/Trails and Building** (Greenberg, McCarthy, Windes) Commissioner Greenberg provided a report, and progress with progress details provided by Public Work Maintenance Manager Sean Roberts. Major milestones have been reached, including: they have met with and are addressing issues raised by the “Friends of Sand Dune Park” citizens group; cleanup/repair of the restroom building and gazebo/table area has begun; hydroseeding the hillside is being incorporated into the planting plan; signs with QR codes informing of the project have been placed at park entrances; and project completion is expected by end of September.

Follow-up items include looking into the timing for design of improvements including a new restroom building as funded by the 1.2-million-dollar allocation in the city’s CIP as well as planning a ribbon-cutting event and developing a survey. Parks and Recreation staff member Hudak will look into the status of the CIP improvement through the engineering division.

Manager Roberts believes that the restroom building replacement has been assigned to staff in engineering but is in early stages. Mr. Hudak is working with Public Works on cleaning up site signage; and Public Works is aware that the Parks and Recreation Commission is a close partner on this project and communication is important for decisions.

Chair McCarthy stated that she felt the re-opening celebration would be a great opportunity to launch the community survey and ideally the date can be timed to accommodate re-freshing/movement of sand. She feels that all vegetation related issues have been addressed and the focus is now to work towards the long term and what the community wants to see at the park.

Commissioner Greenberg informed Manager Roberts that the master planning includes doing a survey and obtaining public input; he cited the Polliwog play equipment project as an example.

In discussion following, it was affirmed that early November would be acceptable for Public Works, to target the park reopening event and Michael Hudak will be the city point person for the committee.

Commissioner Weiner expressed his concerns, wondering if the master plan should be done first as he feels there are many unanswered questions that would be addressed by that planning; e.g., is a nearby grassy area part of the park? What are cost effective options for the restroom building? How will the \$1.2 million be allocated? Without such information He is also concerned a survey could give the public unrealistic expectations as the park is actually

very small and already has a lot of features (play area, open space for bird-watching, dune, restroom).

Commissioner Greenberg commented that if the restroom building is gutted likely ADA compliance would be triggered; this could reduce the cost effectiveness of keeping it.

Chair McCarthy emphasized that the current project is a short-term clean-up of the restroom building and the CIP funding enables being able to look at more options. She requested confirmation as to what the CIP funding covers.

Director Leyman affirmed the original scope of the work plan item in that it involved developing a range of options for the entire park. And, when the CIP funding was approved there was discussion about the restroom building but again the funding was for the entire park. The scope would include staff developing a survey with the Commission participating. Survey results would be reviewed and then presented back to the Community for confirmation of results and direction and presented then to the city council. The next step would be to hire an expert who would facilitate developing conceptual designs. These concepts would become clearer options for council and the community to consider. Director Leyman affirmed that the council has a preference to obtain as much community input as possible, including Friends of Sand Dune Park.

Chair McCarthy summed up direction that the committee, spearheaded by Commissioner Greenberg will meet, discuss ideas presented and come up with parameters including park purposes and programming that aligns with those purposes. This will be developed into a survey to be executed at the November re-opening.

Commissioner Windes inquired about two reports received by residents near the park, first that on August 23 and 24 the dune was locked and also it was reported that there was caution tape around the tot lot equipment. Director Leyman stated that he will investigate and report back.

- **Dog Parks and Community Parkettes** (Weiner) Commissioner Weiner reported that all action “to-do” items from the last meeting remain active.

Director Leyman reported on the following:

Polliwog Park: Regarding the dog run, he is awaiting input from the school district maintenance supervisor regarding moving their storage containers. As an on-going task, he is continuing to work with Public Works on a spreadsheet that covers specific things to be done in Polliwog. Chair McCarthy requested that the list include signs directing visitors to the dog park. Director Leyman will follow up with the school district at its next monthly meeting in about two weeks.

Live Oak Park: the shade structure has been ordered and is being tracked.

- **Repurposing Pay N Play** – (Windes, Greenberg, Allen) Director Leyman informed that starting September 6th the facility will be closed for a few months while Public Works performs basic repair and cleanup. Various funding sources are available for this work.

Commissioner Windes reported that the committee will meet again in September to discuss interim use of the space upon confirming safe conditions (lighting, ventilation, roof etc.). Possible interim uses include wallyball, basketball, dance, etc.

Commissioner Greenberg commented that the community's pattern of use in the interim phase can provide useful data in planning for long-term uses. Commissioner Windes expects that the long-term planning will involve outreach such as an in-person meeting and a survey.

Chair McCarthy pointed out that a new name will be needed.

- **Explore Aquatics Facility** – (McCarthy, Weiner, Doran) - Chair McCarthy reported that on Thursday she will be meeting again with Councilmember Hadley, and from Redondo Beach, Councilmember Lowenstein and the swim club director to discuss the concept possibility of partnering on a new aquatic facility at the Aviation track site in Redondo Beach. This subject is still very exploratory. In advance of the meeting, Councilmember Lowenstein sent a map of the site showing parcel sizes which he believes is owned by Northrop Grumman; Chair McCarthy will share the map with the subcommittee. She plans to advise the group on Thursday that much more information is needed such as confirming ownership and what agreements exist such as parking; who's renting the space and for what time frames?

She will mainly listen but will try and write up a summary of the discussion. She emphasized that no financial commitments have been made.

Regarding True North and survey: Jessica Vincent has forwarded commentary and she is waiting to hear back from True North, Chair McCarthy will contact Jessica for status.

She cannot see an aquatic center being developed at Aviation without the city's Begg facility renovated separately, and there are many issues that would be triggered by such a project.

- **Donation Policy and Programs** (Weiner, McCarthy, Allen) – Commissioner Weiner reported that the committee is engaged in looking at 501c3 opportunities with other municipalities or public entities. Commissioner Weiner stated he will be attending a Zoom event on 501c3 non-profits. He will get as much as he can from that as relevant to what they are doing.

G. STAFF ITEMS

Director Leyman provided updates:

New Police Chief, Rachel Johnson has been sworn in; great addition to the executive team.

International Surf Festival, 6-Man Volleyball Tournament (August 5-6). Jr. 6-Man and the Sand Castle Contest (August 7) and MVP Open Volleyball (August 19-21): very successful and enjoyable. Commission input included: very well designed; perhaps free section could be enlarged; very well policed; more portable bathrooms seemed needed; water filling stations were noticeably absent and it would be great to have again; and trash collection could be done better.

Polliwog Park: Five (5) new picnic benches have been placed (swapped out); 8 or 9 more coming. The play area work will resume next week and is expected to be finished in November/December. Community input was received for the NFC (National Fitness Court) project and this is slated for the spring, 2023.

Sand Dune Park: Director Leyman has met with the Eagle Scout; he is planning to do his work September 10th or 11th. Staffing for the park has had some deficiencies. When this occurs, signs are placed in the park. A new slide has been ordered and will be installed

Concerts in the Park: finishing up September 4th with the Blue Breeze Band.

Pickleball court resurfacing (Manhattan Beach Middle School): will be done first or second week in October.

Peck Avenue Reservoir project: moving forward; water seal test done now a timeline can be scheduled for backfilling.

H. COMMISSION ITEMS

Older Adult Program update - Commissioner McCarthy reported that everything is going well except the program is having staffing issues.

School District update – Commissioner Greenberg noted that summer break ends in two days; and it seems there is a lot of turnover lately in the administrative staff.

Student update - Commissioner Serota – school is starting (some already started).

Commissioner Weiner inquired as to the status of addressing e-bike safety; Director Leyman noted that Councilmember Franklin has spearheaded a campaign and the Police Department is the lead. Chair McCarthy provided some details that she heard on a presentation made by Councilmember Franklin.

The Chair announced that unless there is a change, the September 26 meeting has been rescheduled to Thursday, October 6th, 4:00 p.m. at the City Hall and will be in person.

I. ADJOURNMENT

It was moved and seconded (Greenberg/Windes) to adjourn. The motion passed, 7-0 with a hand vote. The meeting adjourned at 5:49 p.m.

DATE: June 27, 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

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.