



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

Monday, May 22, 2023

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. PLEDGE TO THE FLAG

C. ROLL CALL

Commissioner Allen

Commissioner Greenberg

Commissioner Weiner

Commissioner Doran

Commissioner McCarthy

Commissioner Windes

Commissioner Serota

D. APPROVAL OF MINUTES –

April 24, 2023

E. CEREMONIAL – none

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

G. GENERAL BUSINESS

1. 23/0123 Work Plan Items Discussion

a. Dog Parks & Community Parkettes

b. Explore repurposing Pay 'n' Play Racquetball Land/Building

c. Sand Dune Park Master Plan (Nature Areas & Trails, building)

d. Explore Aquatics Facility

e. Donation Policy and Programs

2. 23/0522 Selection of 2023-2024 Chair and Vice-Chair

H. STAFF ITEMS

City Council Recap and Parks and Recreation Department Updates

I. COMMISSION ITEMS

Older Adult Program Update

School District Update

Student Update

J. ADJOURNMENT

If unable to attend in person, 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@manhattanbeach.gov and mleyman@manhattanbeach.gov, no later than 3:00 PM, May 22, 2023 (the day of the meeting).

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/u/aByWMRmYK>. 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, April 24, 2023

4:00 PM

**Location: City Hall - City Council Chambers / Hybrid (Virtual and in person) –
Instructions within Agenda**

MINUTES

DRAFT

- A. CALL TO ORDER** – Chair McCarthy called the meeting to order at 4:03 pm.
- B. ROLL CALL**
Present: Allen, Vice Chair Doran, Greenberg, Windes, Serota, Chair McCarthy
Absent: Weiner
Others Present: Parks and Recreation Director Mark Leyman, Senior Supervisor Melissa McCollom, Management Analyst (SMA) Linda Robb, Public Works Maintenance Manager Sean Roberts, Recording Secretary Rosemary Lackow
- C. APPROVAL OF MINUTES – March 27, 2023**
It was moved and seconded (Greenberg/Windes) to approve the minutes with the following changes:
- Page 2.: Section 2.a (Explore Repurposing Pay ‘n’ Play)
Revise the second line below “The committee provided a report”: strike “football” and replace with “soccer” to read...”Futsal” a soccer based game....
- Page 4: Section 2.d. (Explore Aquatics Facility): Revise paragraph 2 to read:
2) The committee met with school board president Cathey Graves. Although the pool facility is not, like the parcel tax, a high priority, the district is very interested and listening. Chair McCarthy has sent board president Graves a summary of survey results including facts and figures and a wish list (which has already been sent to the city council). Discussion was very open, positive but emphasized at this point that it is very granular, based only on estimates.
- The motion passed 6-0-1.
- D. CEREMONIAL** – None
- E. AUDIENCE PARTICIPATION (3-Minute Limit)** - None
- F. GENERAL BUSINESS**
Chair McCarthy made brief comments and it was agreed that in discussing

matters, the commissioners will wait to be recognized before speaking.

1. 23/0123 – Work Plan Items Discussion

a. Dog Parks & Community Parkettes

Director Leyman reported with input from Public Works Maintenance Manager Sean Roberts:

- 1) Live Oak Park: shade structure is now installed, with positive feedback.
- 2) Polliwog Park dog run expansion: moving forward. The city team (Public Works, Parks and Recreation) with school district reps recently walked the site; staff hopes to have a bid package ready in 6-9 months with assistance enlisted from city landscape architect. The amount of work necessitates an outside contractor. Staff is working on removal or relocation of storage structures, including a 40-foot container (hopefully gone in 30-60 days), aquatic sheds (possibly to be moved to the southwest corner of the parking lot area); and, working with user groups some “Tuff sheds” will be moved to a new location, not yet determined.

Regarding a large tree that fell during heavy rainstorms, Director Leyman reported: it has been removed and the city arborist is assessing the health of other trees but the dog run is open. Manager Roberts added that sections of leaning fencing on the west side as well as damaged fencing on the east side (belonging to the school district) have been repaired but, after assessment of trees has been completed, Public Works will come in and grind the stump and cleanup this area.

Director Leyman affirmed the school district will be doing the relocation of its large container, and it may be replacing school “Building A” which is going to be demolished.

b. Explore Repurposing Pay ‘n’ Play Racquetball Land/Building. (Windes, Greenberg)

Commissioner Windes reported the committee met last week and compiled the following list of improvements that will be costed out for the building; she invited the commission to add any additional items.

1. Painting outside and inside
2. New windows
3. New doors
4. Auto/digital entry
5. Sound baffling
6. New roof
7. HVAC/ventilation
8. Removal of side panels on west side

In response to Commissioner Greenberg, questioning whether the roof should be on the list, Commissioner Windes stated that the committee agreed to get estimates for “the big picture” and cost **all** potential items, including roof work, and, once all is costed out, it will look at the list again and scale back if needed. The committee is looking at taking this to council on June 20th, and will meet beforehand to finalize the list.

As to programming, the list is:

1. batting cage
2. golf simulator
3. sports classes (e.g. soccer, basketball, volleyball)
4. pickleball wall (pickleball practice)
5. wallyball
6. open play (racquetball, squash, etc.)

The committee did not include any older adult programming as it is not needed.

Scheduling of options included weekdays and possibly weekend summer camps. Staff will assist in providing revenue estimates.

They are looking at costs for demolition of the building as well as for installing a futsal court. Director Leyman described the futsal courts as like a mini hockey rink and Commissioner Serota provided more details. Commissioner Windes noted there is strong support including AYSO for this option.

c. Sand Dune Park Master Plan (Nature Areas & Trails, building)
(Greenberg, Windes)

Commissioner Greenberg reported on the upcoming April 30th community outreach event at Sand Dune Park, emphasizing that the main objective is to get input both quantitative (survey results) and qualitative (thoughts from attendees regarding their desires for the building, amenities and programming). A link to the survey will be emailed to all commissioners before the event to serve as a framework for discussing with attendees and then the commission will send their notes from interactions back to staff to consolidate and send on to the committee.

Commissioner Windes noted the commissioners all received an email from a resident inquiring about fencing. Commissioner Greenberg recalled that this issue was not covered on the survey; Chair McCarthy recalled that fencing was a significant issue at the first community event. It was noted that the mayor and landscape architect will be there.

Commissioner Greenberg clarified that the scope of the project work will be confined to the bottom area of the park. Commissioner Windes noted that the

community does not want rubber materials such as used in Polliwog Park, to be used in the tot lot. SMA Robb will pass along any input received from the reactivated survey, when she sends the link to the survey. Final preparation details such as refreshments, city representative attendance, etc. were discussed and the committee will check with Melissa McCollum about refreshment policy.

A brief discussion ensued with Maintenance Manager Roberts on maintenance of the hillside vegetation growth. Manager Roberts explained maintenance will involve trimming back all pathways and other than that, to mainly maintain a perimeter around new plantings and then in summer, do a good cleanup again. Maintenance crews monitor irrigation systems weekly.

d. Explore Aquatics Facility (McCarthy)

Chair McCarthy reported that the committee has had some significant meetings over the last four to six weeks including as reported before, with Cathey Graves of the school board. They also met with Linda Lytle who has a lot of experience with 501c3's and grant writing (referred by the Senior Advisory Committee) and who provided some contacts and is available to help.

The committee has had various briefing meetings with some council members and two other meetings with South Bay United, a water polo club and Beach City Swim, a large South Bay swim club. The committee learned what they spend for pool time and about the distribution of the types of swimmers/water sports participants, where geographically they come from, and how more might join their clubs if there was more access to pool time. The Chair emphasized that everything is very speculative at this point and that the goal is to have a community, not club pool. However, such clubs might be interested in using a pool when not programmed for community activity which could help cover operating costs. The committee is looking to have additional similar swimming group meetings to continue this conversation. She feels that mainly it is clear that there is a lot of interest in this subject and a lot of money is being spent on water sports. These two groups are both 501c3 organizations and have Manhattan Beach residents on the board, but the membership is often not Manhattan Beach dominant.

Chair McCarthy reported an RFP was drafted with staff assistance, sent out and three strong responses were received and evaluated and now interviews are being set up. The committee hopes to go back to council at the end of May with recommendations for next steps.

Commissioner Greenberg noted that some public input has been received which is appreciated and considered. Chair McCarthy encouraged the public to remain engaged as this provides important information.

e. Donation Policy and Programs (Weiner)

In Commissioner Weiner's absence, Chair McCarthy reported:

The committee has a draft operating agreement that is used for managing a 501c3 and is reviewing it – have already discussed some ideas with some council members and the school district. When Commissioner Weiner and former Parks and Rec Commissioner Karger are back from vacation, they will meet and discuss and hone the document. They also need to address the need for a website page linked from the city website

G. STAFF ITEMS

City Council Recap and Parks and Recreation Department Updates

Director Leyman reported the following:

- Staffing: Recreation Supervisor Jan Buike will be retiring at the end of June. Jan has been a significant staff asset for years and he hopes to expedite recruitment.
- Bo Bridges mural on the south side of City Hall - now installed.
- Volunteer recognition dinner held yesterday at the Zimmerman Automobile Driving museum has had great feedback.

Director Leyman advised that the Parks and Recreation Commission like the Cultural Arts and Library Commissions will be involved in public outreach regarding a proposal to introduce a new library facility in Polliwog Park, however at this time the discussion is very preliminary and discussions are "high level", not specific. Staff is waiting for direction to move forward.

Commissioner Doran suggested that when the new commissioners are seated, it would be beneficial to have a tour of Parks and Recreation facilities and this was strongly endorsed by other commissioners; Commissioner Greenberg suggested creating an annual event of reviewing facilities.

- Manhattan Beach Art Center Exhibit: concurrent exhibits opened last Friday ("Swell" at the Manhattan Beach Art Center and "Hot Batch" at Gallery 208 (Dennis Jarvis) Downtown). The opening at the Art Center had over 300 attendees. The exhibit - a celebration of surf culture will run through July 2nd.
- A Library Commission sponsored concert at the library is on April 29th.
- Manhattan Beach Education Foundation donor wall mosaic unveiling by artist Betsy Schulz, will be held May 6, 10:00 am to noon.
- City Council updates: 1) council approved a surfboard sculpture that will be installed in about a month as a one year loan by the North End BID; 2) council authorized the solicitation of bids for replacing the athletic field turf at Marine Avenue Park; this will be coming back to this Commission; 3) council directed

- that Parks and Recreation Commission assist with the Juneteenth event.
- Pickleball court update: met again with neighbors and Police Department which approved adding sound barriers on the north and west fencing and this will now be discussed with the school district.
 - Polliwog Park playground project: is coming together after weather and other delays.

H. COMMISSION ITEMS

Chair McCarthy praised retiring Sr. Recreation Supervisor Jan Buike.

Older Adult Program Update (McCarthy) The Chair noted that Jan Buike's retirement leaves a huge gap. Overall issues that are big: parking, new community center/scout house, and city staffing for older adult services. They remain very interested in all the subcommittees programs of this Commission.

School District Update (Greenberg) Commissioner Greenberg noted 1) Scout House: Monday May 1, the leaders of that program are having a public update meeting (5 p.m., Joslyn Center); 2) the construction at the Polliwog Park playground is very exciting; 3) the birding community has reported that at Sand Dune Park, the hillside habitat is now very alive, with 52 bird species observed; 4) Two School Board items: Rhonda Steinberg (24-career as an MBUSD educator, 11 as Principal at Pacific Elementary) is retiring at the end of this school year and will be recognized in June. Secondly, the school board selected Karen Komatinsky as its appointee to the Parks and Recreation commission (present in audience, introduced and welcomed by the Chair).

Student Update (Serota) Commissioner Serota reported on school happenings including: April 25th: ASB elections; April 26: Mamma Mia! Musical will be April 26-27 and 29th; weeks of May 1, 8: AP exams; May 12th: strings concert; May 18th: blood drive; week of May 25th: dodgeball tournament.

I. ADJOURNMENT

At 5:00 p.m. it was moved and seconded (Windes/Greenberg) to adjourn to Monday, May 22, at 4:00 p.m. The motion passed unanimously with a voice vote.

CITY OF MANHATTAN BEACH

MEMORANDUM

TO: Parks and Recreation Commission

FROM: Mark Leyman, Director, Parks and Recreation

DATE: May 18, 2023

SUBJECT: Selection of 2023/2024 Parks and Recreation Commission Chair

Annually, the Parks and Recreation Commission is required to select a Chair and Vice Chair for the Commission. The Commission Chair is a one-year term (June to May) and is rotated amongst the Commissioners in order of their seniority on the Commission. Commissioner Doran would be next in line to serve as Chair, with Commissioner Allen next in line for Vice-Chair.

DATE: May 18, 2023

TO:

Members of the Parks and Recreation Commission

FROM:

Mark Leyman, Parks and Recreation Director

SUBJECT:

Parks and Recreation Commission Work Plan for 2023-2024

RECOMMENDATION:

Discuss Parks and Recreation Work Plan items approved by the City Council at the joint City Council meeting on January 9, 2023.

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 9, 2023 to provide direction and approve the following topics for the 2022 Parks and Recreation Commission Work Plan.

- Dog Parks & Community Parkettes – City Council directed the Commission to research the possibility of smaller dog runs in areas of Veteran’s Parkway occupied by ice plant, once the main project is complete; and to notice the neighbors in the area surrounding the Polliwog Park proposed dog run expansion.
- Explore repurposing Pay’n’Play Racquetball Land/Building – City Council directed staff to determine programming costs, revenue projections and long term options (i.e. demolition of building), returning to Council for direction.
- Sand Dune Park Master Plan (Nature Areas & Trails, building) – City Council directed the Commission to research more appealing fencing options surrounding Sand Dune Park, and continue community input to develop an RFP for design and Master Plan.
- Explore Aquatics Facility - City Council directed the Commission to focus on Begg Pool as the site location and to return with a report on all costs in order to enhance and maintain the space.
- Donation Policy and Programs - City Council directed the Commission to return with more information regarding a donation policy.

The Polliwog Park band shell was not added to the 2023 work plan and directed the Commission to return with the band shell item for consideration in 2024.