



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

**Monday, June 26, 2023**

**4:00 PM**

**Location: City Council Chambers and Zoom and  
Teleconference by Commissioner Komatinsky**

**(per Government Code Section 54953(b))**

**2255 S. Forest Lane**

**Cedarville, MI 49719**

**A G E N D A**

**A. CALL TO ORDER**

**B. PLEDGE TO THE FLAG**

**C. ROLL CALL**

Commissioner Allen

Commissioner Komatinsky

Commissioner Zimbalist

Commissioner Doran

Commissioner McCarthy

Commissioner Windes

Commissioner Greenberg

**D. APPROVAL OF MINUTES –**

May 22, 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. Ad Hoc Subcommittee Assignments

2. 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

f. 2024 Juneteenth Celebration

**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](mailto:lrobb@manhattanbeach.gov) and [mleyman@manhattanbeach.gov](mailto:mleyman@manhattanbeach.gov), no later than 3:00 PM, June 26, 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, May 25, 2023

4:00 PM

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

**MINUTES**

**A. CALL TO ORDER** – Vice Chair Doran called the meeting to order at 4:03 pm.

**B. ROLL CALL**

**Present:** Allen, Greenberg, Weiner, Vice Chair Doran, Windes, Serota

**Absent:** Chair McCarthy

**Others Present:** Parks and Recreation Director Mark Leyman, Senior Recreation Manager Melissa McCollum, Senior Management Analyst Linda Robb, Public Works Maintenance Manager Sean Roberts, Recording Secretary Rosemary Lackow

**C. APPROVAL OF MINUTES – April 24, 2023**

It was moved and seconded (Windes/Greenberg) to approve the minutes as submitted.

The motion passed by a voice vote 6-0-1.

**D. CEREMONIAL** – None

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

**F. GENERAL BUSINESS**

**1. 23/0123 – Work Plan Items Discussion**

**a. Dog Parks & Community Parkettes**

Commissioner Weiner provided an update, noting that costing out for improvements and a plan to relocate structures are still being determined or worked out.

Commissioners Weiner and Windes commented on the new shade structure at Live Oak Park; that it seems smaller than expected (Weiner) and, based on public input, as positioned is not effectively blocking sunlight and is perhaps too high (Windes). Public Works Manager Roberts will look into this.

Commissioner Weiner added that similar to Polliwog Park, costing out for various improvements for the parkettes is being done and follow-up is needed.

Commissioner Allen asked whether the City has an official policy about dogs in parks; Director Leyman responded affirmatively but it can vary; a map is available on the city website. For example, in Sand Dune Park dogs are permitted only along a specific walkway.

Commissioner Weiner asked on behalf of Lynn Harris about whether Manhattan Beach

has a Pet Adoption event. Senior Management Analyst Robb noted that in discussing with the Police Department Animal Control officer, Manhattan Beach is planning a pet appreciation special event tentatively for this September. Director Leyman indicated he is not aware of the number of off-leash citations that have been issued and that likely there are very few as usually a warning is sufficient.

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

Commissioner Windes reported the committee may receive cost information next week for various improvement and programming options including installing a new futsal court. Staff hopes to finalize programming options soon and provide this information to the Commission at its June meeting and bring a recommendation to City Council in July.

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

Commissioner Greenberg reported on the April 30<sup>th</sup> outreach event – that there was a great turnout and Q and A sessions were held in both large and small groups. The Committee subsequently met and evaluated survey and discussion based input which were organized into eight key themes/wants: 1) new safety enhancing lighting in the Bell Avenue parking area, near the restroom, and in the vicinity of the hillside stairs; 2) in replacing the building, mature trees should be preserved; 3) the original wood sign should be reinstalled; 4) new programming should include outdoor recreation for young children in the nearby residential area, but not for teens and adults so as to mitigate additional traffic and parking impacts; 5) the existing building should be replaced with: modern restrooms, a small community room to support the outdoor program, a small staff office and a small storage area; 6) new playground equipment is needed; 7) decorative fencing should be installed (details tbd); 8) a few more picnic tables should be added e.g. north of the dune under a tree.

Landscape architect David Volz Design will prepare some conceptual plans that reflect the public input, to include both pre-fab and traditional building construction; these plans will come back for Commission and City Council consideration. A contract amendment for this related work is expected to go to City Council for approval at the June 20th meeting.

Commissioner Windes noted that residents expressed concern for safety of the hillside steps and was impressed to learn that the Volz firm was the original designer/installer of the railroad tie steps. Routine maintenance and repairs are currently done as needed.

Commissioner Greenberg noted that at this time, input on the preferred design from the outreach event will be taken into account, going forward.

d. Explore Aquatics Facility (McCarthy)

Commissioner Weiner reported that the committee has been meeting with pool user groups to gain information (e.g. what pool facilities are available in the South Bay and user

fees) and have noted issues (e.g. from parents, distances of other pool facilities from Manhattan Beach). Senior Recreation Manager McCollum updated that, regarding the RFP, that a top firm has been selected and staff is working on a draft contract which is hoped to be finalized and brought to City Council for approval on July 18<sup>th</sup>. There is some funding currently available that may allow work to begin in August if approved. This is an important first step of a multi-phase multi-year project.

e. Donation Policy and Programs (Weiner)

Commissioner Weiner reported that the committee will meet this week on Thursday to finalize the 5013c paper work to establish this entity as the public component of a public/private partnership. In addition, the committee will work on an operating worksheet to outline how the 501c3 works with the city. Commissioner Weiner will remain involved with the committee as a private citizen.

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

Chair Doran announced this is the time to establish a new Chair and Vice Chair for 2023-24.

It was moved and seconded (Windes/Allen) that Commissioner Doran be the Chair of the Parks and Recreation Commission for 2023-2024.

The motion passed (6-0-1) by voice vote.

It was moved and seconded (Windes/Weiner) that Commissioner Allen be the Vice-Chair of the Parks and Recreation Commission for 2023-2024.

The motion passed (6-0-1) by voice vote.

## **G. STAFF ITEMS**

Director Leyman thanked outgoing Chair McCarthy for her strong leadership and commitment, student representative Serota especially for his perspective, and outgoing Commissioners Weiner and Greenberg for their strong leadership, expertise and commitment and highlighted accomplishments. The commissioners expressed recognition, gratitude and well wishes to Commissioners Serota, Weiner and Greenberg.

Commissioners Weiner, Serota and Greenberg expressed their appreciation to staff and their fellow commissioners. Commissioner Weiner encouraged the Commission to support the Parks Master Plan as a “living document” as a tool for growing new projects and initiatives. Commissioner Greenberg expressed that it has been a huge honor to serve and encouraged his fellow commissioners to continue to think of bold new ideas and that investing as much as possible into this service will reap big rewards.

### City Council Recap and Parks and Recreation Department Updates

Senior Management Analyst Robb reported:

- Parks Facility Tour: SMA Robb reported that a 3-commission tour of public parks facilities has been scheduled for June 28 (2-5 p.m.); this will be an official public meeting and more information is forthcoming.
- “Active Net” the city activities registration system for reservations of facilities has had some upgrades that will go live soon to make the reservation process more user-friendly. She will advise when it is “live” and at the next meeting she could perform a demo if desired.

Senior Recreation Manager McCollum reported:

- On April 18<sup>th</sup> the City Council directed staff and the Parks and Recreation Commission to return to the City Council with recommendations for a 2024 citywide acknowledgment or celebration of Juneteenth. She will be the staff liaison and a new Parks and Recreation Ad Hoc Juneteenth Subcommittee will be formed. She anticipates public outreach to start in July with a community survey and meeting. Responding to commission comments, Supervisor McCollum believes that the City Council is looking for the Commission to think broadly about this, to collaborate with other community groups, and to consider a series of events at various venues. The idea is to gather community feedback, make recommendations, and return to the City Council for direction. She can be reached by at [mmccollum@manhattanbeach.gov](mailto:mmccollum@manhattanbeach.gov).

Director Leyman reported:

- On June 6<sup>th</sup> the City Council will recognize the three outgoing commissioners.
- Recruitment for recreation supervisor positions is in the interview phase; there have been 30 applications so far for the senior supervisor position.
- Last Friday 250 people attended the health fair; a very successful event.
- The Family Campout (100 campsites/about 400 campers) was held, was a sellout and very successful.

## H. COMMISSION ITEMS

**Older Adult Program Update.** In the Chair’s absence, Director Leyman noted:

- The PPIC will hold a meeting this Thursday, 4 p.m. in the Council Chambers to receive public input regarding parking issues at the Joslyn Center.
- Ongoing discussions: 1) The Scout House project discussions (city team and Friends of Scout House) are taking place to enable moving forward as soon as possible; 2) as Joslyn Center adult programming expands, supplemental facility space is needed; venues being considered include Rocketship Hall at Marine Park and, working with the Beach Cities Health District, Adventure Plex.
- Jeanne Steinmetz, very active in the city’s senior activities, has been nominated by the Senior Advisory Committee for recognition as LA County older citizen and volunteer of the year.
- Mark Vazquez blood drive: tonight at Joslyn Center until 8:00 pm.

**School District Update** (Greenberg) Commissioner Greenberg noted ribbon cutting ceremonies for new school buildings and there are many high school performance events coming up. He also suggested that the new chair work with staff early to resolve meeting

scheduling conflicts with a number of holidays.

**Student Update** (Serota) Commissioner Serota reported upcoming notable school events: Prom (6/3), choir spring concert (6/6), finals, and school out (6/15).

## **I. ADJOURNMENT**

At 5:07 p.m. it was moved and seconded (Windes/Greenberg) to adjourn to Monday, June 22, at 4:00 p.m. The motion passed 6-0-1 with a voice vote.

DRAFT

**DATE:** June 26, 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

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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 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 2023 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.
- 2024 Juneteenth Celebration – City Council directed staff to include this work plan item at the June 6, 2023 City Council meeting.

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