



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

Monday, June 24, 2024

4:00 PM

Location: City Council Chambers and Zoom

A G E N D A

- A. CALL TO ORDER**
- B. PLEDGE TO THE FLAG**
- C. ROLL CALL**
 - Chair Allen
 - Commissioner Komatinsky
 - Commissioner Zimbalist
 - Commissioner Doran
 - Commissioner Schreiner
 - Commissioner Windes
 - Commissioner Jacobson
- D. APPROVAL OF MINUTES**
 - May 29, 2024
- 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. 24/0226.01 Work Plan Items Discussion
 - a. Sand Dune Park Master Plan
 - b. Dog Parks & Community Parkettes
 - c. Explore Community Aquatics Facility
 - d. Parks Master Plan project list ad-hoc committee selection
- 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, on the day of the meeting.

Zoom Meeting Instructions:

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
Wednesday, May 29, 2024**

4:00 PM

Location: City Hall - City Council Chambers / Hybrid

MINUTES

- A. CALL TO ORDER** – Chair Doran called the meeting to order at 4:05 pm.
- B. PLEDGE TO THE FLAG**
- C. ROLL CALL**
Present: Commissioners Allen, Komatinsky, Zimbalist, Windes, Greenberg, Chair Doran
Absent: Commissioner McCarthy
Others Present: Parks and Recreation Director Mark Leyman, Sr. Management Analyst (SMA) Linda Robb, Recording Secretary Rosemary Lackow.
- D. APPROVAL OF MINUTES** – March 25, 2024
It was moved and seconded (Windes/Zimbalist) to approve as submitted. Motion passed 6-0 (McCarthy absent) by voice vote.
- E. CEREMONIAL** – None
- F. AUDIENCE PARTICIPATION (3-Minute Limit)** – None
- G. GENERAL BUSINESS**
1. 24/0226.01 Work Plan Items Discussion
 - a. Sand Dune Park Master Plan
 - i. Presentation by Landscape Architect David Volz Design Team

Director Leyman gave an overview, emphasizing that the city team wants to hear from the commission as all comments and recommendations will be forwarded to the City Council on July 16. Director Leyman introduced Brian Avalos from David Volz Design (DVD) who gave a presentation that described public input received at two community meetings how concepts have been refined in response to input. The current plan represents the plan that was favored by the community at the second meeting. Public input included: need for upgrades including elements for older kids, more lighting throughout the park, ADA compliant and modernized office/restroom, protection of existing mulberry trees, outdoor education space and new fencing and swings.

Mr. Avalos reviewed the final concept plan including (but not limited to) the playgrounds, tree preservation, proposed storage and restroom buildings, seating, bike racks and south lawn improvements including a six-foot wide concrete path.

A question/answer and discussion session followed; some issues raised and responded to included:

- Tot Lot structures: Some (e.g. snail) are painted and neighbors preferred natural wood (not painted) surfaces. (Windes)
- Six foot wide concrete bike path in south lawn area: The majority of neighbors do not want (feels not needed) and prefer to keep passive green area to be continued to be available for various games and sports. (Windes) Commissioner Greenberg questioned whether having a concrete path would make access safer for bikes and felt it should be retained.
- “Educational Space” was clarified as a space (not a structure) for smaller children to have a learning experience and it includes a raised stage with some low seating. (Komatinsky)
- Pedestrian access will be provided between playgrounds
- Mulberry Trees: in north area will be retained and more may be considered to be planted.
- Tube steel fencing proposed around perimeter meets public works department standards for durability. (Komatinsky)
- Picnic tables/seating will be designed to the desired natural look brand but will be durable. One bench is proposed in the north area near the mulberry trees. The intent was to keep the north area open and available for use as “flex space.” (Komatinsky)
- Consistency with council/community input: Everything seems to reflect input from community and feels the design is “shined up”. The budget will be refined prior to going to City Council. The exact number of boulders will be discussed. (Zimbalist)

It was suggested that the bike path issue be separated from the plan in order to seek additional public input.

Public input was invited from both the in-person and Zoom audiences.

Lee Barr, resident, asked if having the bike path might hinder or impact the annual Hometown Fair 10K event which runs by the park.

From the Zoom audience, two persons spoke.

Suzanne Hadley lives near the park, loves the plan but feels strongly that it should not include the bike path; she feels this would be a significant change not intended by council. The south lawn area has traditionally been used for organized sports (flag football, frisbee, pick-up soccer etc.) and that would be eliminated by the path. She shares the concern also that the 10K use of the area may be impacted if the bike path is included.

Mark Osterkamp echoed the prior speaker comments and asked that the commission and city eliminate the bike path (not needed) and keep the south lawn area a passive space.

It was briefly discussed and determined that the Hometown Fair 10K issue be further explored and discussed at the City Council meeting in July.

Commissioner Komatinsky inquired as to whether there are any implications with ADA compliance that relate to the pathway. Director Leyman responded that this can be further evaluated by staff prior to going to City Council.

Commissioner Greenberg indicated that he has changed his mind on the viability of the bike path based on comments received and discussion.

It was discussed and agreed that the park plan be brought forward as a single whole project; staff will look into the issue of ADA compliance and Hometown Fair 10K interface relative to the bike path, and summarize all concerns that have been received.

It was moved and seconded (Komatinsky/Windes) that the Commission recommend that the final plan be forwarded to the City Council for approval as presented this evening but with a summary of public input including concerns regarding the proposed bike path.

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

b. Dog Parks & Community Parkettes

Director Leyman updated that a community meeting was held and an online survey is active and will close on May 31. A total of 36 responses have been received so far and 86% of these are opposed to making two separate areas including one for small dogs. At the June Parks and Recreation Commission meeting, the committee and staff will update the Commission on public input received (community meeting and survey results). It is hoped that this project will be able to be forwarded to the City Council also on July 16 (along with Sand Dune Park).

c. Explore Repurposing Pay 'n' Play Racquetball Land/Building

Commissioner Windes updated that this project is still under consideration by City Council and various new options (other than a futsal court) are being explored. The project has been included in the C.I.P (Capital Improvements Projects) and therefore she believes that this item can now be removed from the active list of Work Plan projects for the Commission. Director Leyman clarified that a futsal court is still "on the table" but City Council has requested more information.

d. Explore Community Aquatics Facility

Commissioner Komatinsky reported: The city's consulting firm, HMC, made a formal presentation to the School Board and the board has many questions and things to think about, including the possibility of the district funding a pool through a bond; she expects that the project will come back before the board. There was brief discussion about a possible new municipal pool site on city-owned land behind the Manhattan Village Shopping Center, a subject that City Manager Bruce Moe raised. Commissioner Komatinsky emphasized that the scope of the pool project regardless of which site is chosen remains a local Manhattan Beach oriented facility and not a site designed for high

level swim competitions.

e. Donation Policy and Programs / LoveMB Discussion

Commissioner Komatinsky commented in that this project is “up and running,” and this project can be taken off the Parks and Recreation Commission agenda for discussion and no action is needed of the Commission at this point.

f. Enhanced Holiday Events (Flags, Memorial Day, Fallen Soldier) (to be renamed (Flags, Memorial Day and Memorial to the Fallen)

Chair Doran reported that Mr. McAulay has identified three possible locations for a memorial in the Civic Center Plaza. Next steps: an RFP calling for conceptual design of the memorial will be drafted and processed through the Cultural Arts Commission (CAC) as the memorial will be an art piece. The CAC will review submittals and determine top designs and its recommendation will be forwarded to City Council for review and a final design selection. Since the Parks and Rec Commission has worked extensively on this, its insights and information can be shared, through staff with the Cultural Arts Commission. This project can now be taken off the Parks and Recreation Commission Work Plan discussion list on meeting agendas. Director Leyman encouraged the Commission to provide its input as residents to the CAC.

2. 24/0529/.01 Selection of 2024-2025 Chair and Vice Chair

It was moved and seconded (Windes/Komatinsky) that Commissioner Russ Allen serve as the next Chair. The motion passed unanimously by voice vote 6-0 (McCarthy absent).

It was moved and seconded (Zimbalist/Greenberg) that Commissioner Tracey Windes serve as the next Vice Chair. The motion passed unanimously by voice vote 6-0 (McCarthy absent).

Commissioner Windes thanked and complimented Commissioners Greenberg and Komatinsky for attending a recent school board meeting and for representing the Parks and Recreation Commission well.

H. STAFF ITEMS

Director Leyman reported: All public meetings in July and August will be held in the PD/Fire community room across from City Hall while the council chambers is refurbished. Parks and Recreation, Cultural Arts and Library commission meetings are cancelled for August.

Parks and Recreation Strategic Plan update: a draft has just been received and staff is reviewing. It will be presented to commission at its next meeting.

Suzanna Nerheim has been hired as the new Recreation Coordinator.

Juneteenth events: ceremony at Bruce’s Beach at 10 – 11 am Wednesday June 19; and June 22 - all are invited to a celebration and concert at Polliwog Park from

11-3:00 pm. Flyers are available to give out.

Commissioner Windes thanked the Parks and Rec Juneteenth committee (Commissioners Greenberg, Zimbalist with herself) for its hard work as well as staff member Kari Bell who brought a lot of resources to the event planning. Director Leyman advised that after this inaugural event, the events are expected to be managed by staff and community input will be welcomed.

A commission bus tour of city cultural and recreation facilities has been tentatively scheduled for July 29 from 4-7 pm. A “save the date” email will be sent.

Commissioner Windes thanked Commissioners Daniel Greenberg and Laurie McCarthy for their leadership on the Commission as both “went well above the call of duty” in their service. Commissioner Zimbalist provided a list of many things Commissioner Greenberg was involved with or led.

I. COMMISSION ITEMS

Older Adult Program update (McCarthy) Director Leyman mentioned that the city has a corps of over 50 volunteers, many who facilitate the older adult programs and they will be honored tomorrow evening. Commissioner Windes encouraged everyone to check out this program and its many activities.

School District update (Komatinsky) – Commissioner Komatinsky reported: The district is considering a new bond initiative for the November ballot; the wine auction will be on June 8th and graduation will be June 13th.

Student update (Greenberg) Commissioner Greenberg reported: finals are approaching, events coming up include STEAM Night and a choir concert and school ends June 13. Director Leyman recognized Commissioner Greenberg, praising him for his honesty, work ethic and creativity, noting that the photo contest he created will live on.

J. ADJOURNMENT

At 5:15 it was moved and seconded (Windes/Greenberg) to adjourn; the motion passed unanimously 6-0 (McCarthy absent) with a voice vote.

DATE: June 24, 2024

TO:

Members of the Parks and Recreation Commission

FROM:

Mark Leyman, Parks and Recreation Director

SUBJECT:

Parks and Recreation Commission Work Plan for 2024

RECOMMENDATION:

Discuss Parks and Recreation Work Plan items approved by the City Council at the February 13, 2024 City Council work plan meeting.

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 on February 13, 2024, to discuss the City Council work plan and provide direction on items related to the Parks and Recreation Commission. The following topics were approved for continued work by the Parks and Recreation Commission.

- **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.

Preliminary designs incorporating community input presented by David Volz Design to commission on 5/29/24. The commission voted to recommend the design as presented to the City Council for approval with a summary of public input, including concerns regarding the proposed bike path.

This item is scheduled to be presented to City Council on August 20, 2024.

- **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.

A community meeting was held and a survey conducted. Survey results showed that most respondents are opposed to creating a separate small dog area.

This item is scheduled to be presented to City Council on August 20, 2024.

- **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.

This project is now a CIP project with Public Works evaluating project costs. This item has been removed from the commission work plan.

- **Explore Community 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. HMC Consultants study findings and conceptual designs were presented to the commission on 3/25/24 and to City Council on 5/7/24. Alternative locations and options are being explored by City management.
- **Donation Policy and Programs/LoveMB** – City Council approved a first year allocation of \$50,000 to establish the 501c3. Subcommittee is working on the MOU, bylaws, board members, EIN number and fundraising options. The subcommittee is developing relationships with possible future donors, but is not ready to ask for money. This project will be managed at the staff level moving forward and has been removed from the commission work plan.
- **Memorial for the Fallen** - City Council directed staff to research Memorial Day events, provide cost estimates for flags and develop a concept for a Memorial for the Fallen.

Flags have been ordered to display for Memorial Day and Veterans Day. The enhanced holiday events item will be managed by staff going forward.

Next steps will be for the Cultural Arts Commission to issue an RFP for conceptual designs. This item has been removed from the commission work plan.