



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

**Monday, July 22, 2024**

**4:00 PM**

**Location: Zoom and Police Fire  
Conference Room  
420 15th Street**

**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**

June 24, 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. Polliwog Park Dog Run presentation by David Volz Design

2. 24/0226.01 Work Plan Items Discussion

a. Sand Dune Park Master Plan

b. Explore Community Aquatics Facility

c. 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](mailto:lrobb@manhattanbeach.gov) and [mleyman@manhattanbeach.gov](mailto: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  
Monday, June 24, 2024**

**4:00 PM**

**Location: City Hall - City Council Chambers / Zoom**

**MINUTES**

- A. CALL TO ORDER** – Chair Allen called the meeting to order at 4:02 pm.
- B. PLEDGE TO THE FLAG**
- C. ROLL CALL**  
Present: Commissioners Doran, Komatinsky, Schreiner, Zimbalist, Windes, Chair Allen  
Absent: Jacobson  
Others Present: Parks and Recreation Director Mark Leyman, Sr. Recreation Manager Melissa McCollum, Management Analyst (SMA) Linda Robb, Recording Secretary Rosemary Lackow.
- D. APPROVAL OF MINUTES – May 29, 2024**  
It was moved and seconded (Windes/Komatinsky) to approve with one change: Page 1, Section G.1.a.i.—Presentation by David Volz Design Team: third line, strike “Brian” and replace with “Bryant”. Motion passed 6-0-1 (Jacobson 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
- Commissioner Zimbalist recapped the project review process and advised that since last meeting, the tentative date for City Council review/approval has been set for August 20. The plan that will be before the council will be the same one that the Commission approved to recommend and retains existing benches at the park entry. Budget numbers will be provided.
- Commissioner Zimbalist complimented the Public Works Department on the healthy condition of the park vegetation and encouraged continued vigilance, especially in encouraging native plantings and removal of invasive non-natives. He also thanked Girl Scout Troop 4825 for installing temporary “Free to Be” positive messages on a tree, creating a very visible and positive public message in the weeks prior to (and taken down right after) Juneteenth. He stated that the troop’s action, in response to a racist act of

vandalism provided comfort to the community.

b. Dog Parks & Community Parkettes

Chair Allen and Director Leyman updated: the online survey closed May 31, and the survey results, concept plan schematics and cost estimates will be brought to the Parks and Recreation Commission for review and recommendation on July 22. The dog park design will be simple, but will expand the area with new fencing, screening, fountain and a bench. Once City Council approves a design, it will take at least six months for construction to begin.

c. Explore Community Aquatics Facility

Commissioner Komatinsky reported that the Begg Pool modernization project has been presented twice to the school district and HMC is responding to district questions. After the school district completes its review and acts, its decision will be passed to the city which will look at its options. Meanwhile, a new conversation has started between the Bay Club and City as to a potential new pool location, as an alternative to Begg, behind Manhattan Village Shopping Center. More information will be provided as available.

Commissioner Komatinsky reiterated that the project purpose remains unchanged in that the proposal is for a locally oriented aquatics facility. The Commission's work on this item is on hold, pending further direction.

d. Parks Master Plan project list ad-hoc committee selection

Director Leyman explained that a 3-commissioner committee is needed to update the Parks Master Plan project list. The Commission subsequently formed a committee consisting of Commissioners Schreiner, Windes and Komatinsky. Director Leyman encouraged all commissioners to provide input even if not on the committee.

## H. STAFF ITEMS

Director Leyman reported:

- Juneteenth: both events were well attended and successful and debriefings will be held. Director Leyman thanked all commissioners who worked hard to make this a successful event and especially praised the great outreach that was done. Commissioner Windes and Zimbalist expressed their thanks for staff, especially Melissa McCollum and Kari Bell, former Commissioner Daniel Greenberg; Janet Allen, Mira Costa school psychologist who emceed the Bruce's Beach ceremony. Commissioner Komatinsky found the music especially high quality at the Polliwog Park event; Commissioner Zimbalist praised Commissioner Windes' leadership in bringing many groups together and recognized Mayor Joe Franklin as well as others for their contributions.
- Concerts in the Park launches June 30<sup>th</sup> with Salute to the Troops program featuring the Satin Dollz; for the first time food trucks will be provided.
- Kiln installation: expected to be completed by end of August/early September. Open Lab continues to be open on a limited basis.
- MBAC Art Exhibit: July 26 is the date for the opening reception for the Annual Community Exhibit; 293 artworks (maximum 2 per person) have been received; about 90 pieces will be chosen.
- Cultural Arts Sr. Recreation Supervisor position: Recruitment now open.

- NFC fitness court: hopefully installed this summer; timeline is forthcoming.
- The All-Parks and Recreation Commission Bus Tour of citywide cultural and recreation facilities has been scheduled for July 29, 4-6 pm and will start from the Manhattan Beach Art Center.

## I. COMMISSION ITEMS

Older Adult Program update (Schreiner) Commissioner Schreiner reported:

- Mayor Update: Mayor Joe Franklin attended a recent Senior Advisory Committee (SAC) meeting, updating on several topics, including but not limited to: Capital Improvement Program projects, e-bike enforcement, city phone app “Reach Manhattan Beach” and an audio visual upgrade to the council chambers that is to be paid for by local communications companies (Frontier, Spectrum).
- Senior Advisory Committee (SAC) activities: 1) SAC has volunteered to assist with some artworks that were the subject of an exhibit, but have been stored away since the COVID lockdown; 2) SAC has reorganized its leadership composition as requested by the City (in line with city commissions); 3) “Acting Out Again”, an OAP drama group presented *Cheers* to a standing room only crowd, but ongoing difficulties with an antiquated sound system were noted; 4) OAP citizen survey: results were generally very positive, with only a few classes being under-enrolled. It was noted that the Bingo group, while underenrolled has been able to collect \$500 for charities and the Dayle Eisenhower I-Phone classes are particularly popular; 5) “Lunch Bunch” has increased its charge for lunch from \$4.00 to \$5.00; 6) Excursions and movie nights - all very popular and successful.

Director Leyman responded regarding the Joslyn Center sound system: staff is aware of problem; more information will be provided at a future meeting.

Commissioner Windes reported in using the “Reach Manhattan” app, it works very efficiently to respond quickly to service requests.

School District update (Komatinsky) – Commissioner Komatinsky reported that while school is out, summer is a very active time for handling administrative duties including hiring and she noted that the position of Mira Costa High School Principal is undergoing a recruitment. Discussions on the board continue as to whether to place a facilities bond issue on the November ballot and school reopens August 21<sup>st</sup>.

Student update (Jacobson) – no report

Other matters:

Brief discussions were held and Director Leyman responded regarding the status of tree plantings in Polliwog Park and Brown Act limitations on the size of Parks and Recreation Commission ad-hoc committees.

Polliwog Park: Director Leyman reported on two tree removals being completed and some repair of the irrigation system; he will put in a request for Ernest Area, Urban Forester, to provide an update to the Commission on the park tree plan. The Director also noted that Public Works has been in contact with the school district maintenance manager.

Brown Act: Director Leyman assured that the City Attorney has confirmed that based on the Commission composition of 7 members (including a student commissioner), there can be a maximum of three commissioners on any ad-hoc committee.

Director Leyman clarified for a member of the audience that the proposal of a futsal court at Marine Avenue Park, to replace a former Pay 'N Play facility is being considered by the City Council as a CIP project. The Council has requested more information and, unless the council directs otherwise, this is no longer an active project before this commission.

## **J. ADJOURNMENT**

At 4:51 it was moved and seconded (Komatinsky/Windes) to adjourn to the meeting of July 22<sup>nd</sup>; the motion passed unanimously 6-0 (Jacobson absent) with a voice vote.

DRAFT

**TO:**

Members of the Parks and Recreation Commission

**FROM:**

Mark Leyman, Parks and Recreation Director  
Linda Robb, Senior Management Analyst

**SUBJECT:**

Polliwog Park Dog Run Proposal

**DISCUSS AND PROVIDE DIRECTION**

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**RECOMMENDATION:**

Staff recommends that the Parks and Recreation Commission discuss and approve the Polliwog Park Dog Run proposal for recommendation to the City Council.

**BACKGROUND:**

The Parks Master Plan identified a need for more dog-friendly areas. Initial outreach determined that space for additional dog runs is not readily accessible. As a result, existing dog runs were examined for potential improvements. This project looks to add 1,350 square feet to the Polliwog Park Dog Run by removing existing storage containers from the Begg parking lot and extending the fence line to the west.

**DISCUSSION:**

Public outreach was considered for design changes including the expansion of the dog run, new fencing, green screen, benches, access to water and shade options.

Survey results showed that a small dog area is not desired.

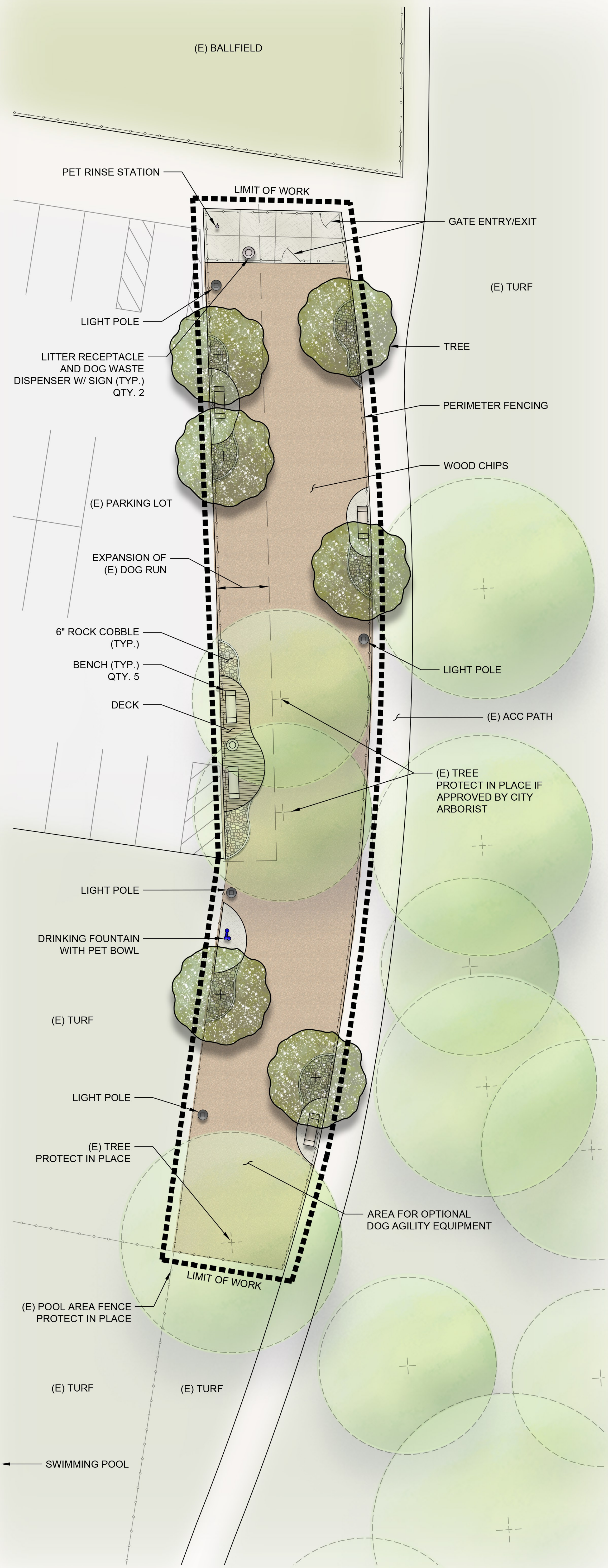
**PUBLIC OUTREACH:**

This topic is on the Parks and Recreation Commission agenda every month as part of the 2024 work plan. A community input meeting was held on March 23, 2024, facilitated by David Volz Design. Postcard notices for the meeting were mailed to residents within 1000 feet of the Polliwog Dog Run and to all residents holding City pet licenses. An online survey was conducted ending on May 31, 2024.

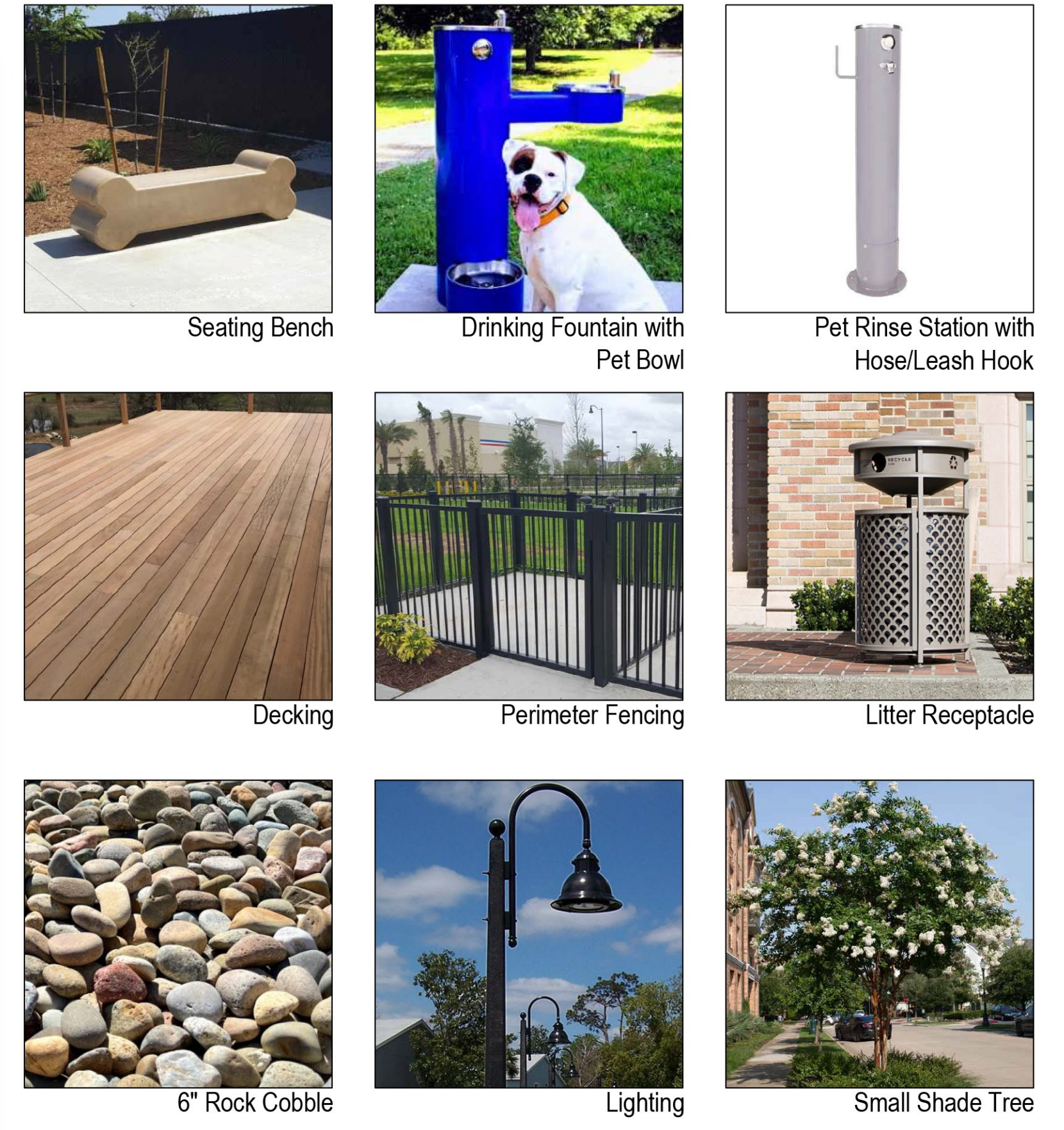
**ATTACHMENT:**

1. Dog Run design
2. Survey final results





**PROPOSED IMPROVEMENTS**



**OPTIONAL IMPROVEMENTS**



**DESIGN CONCEPT**

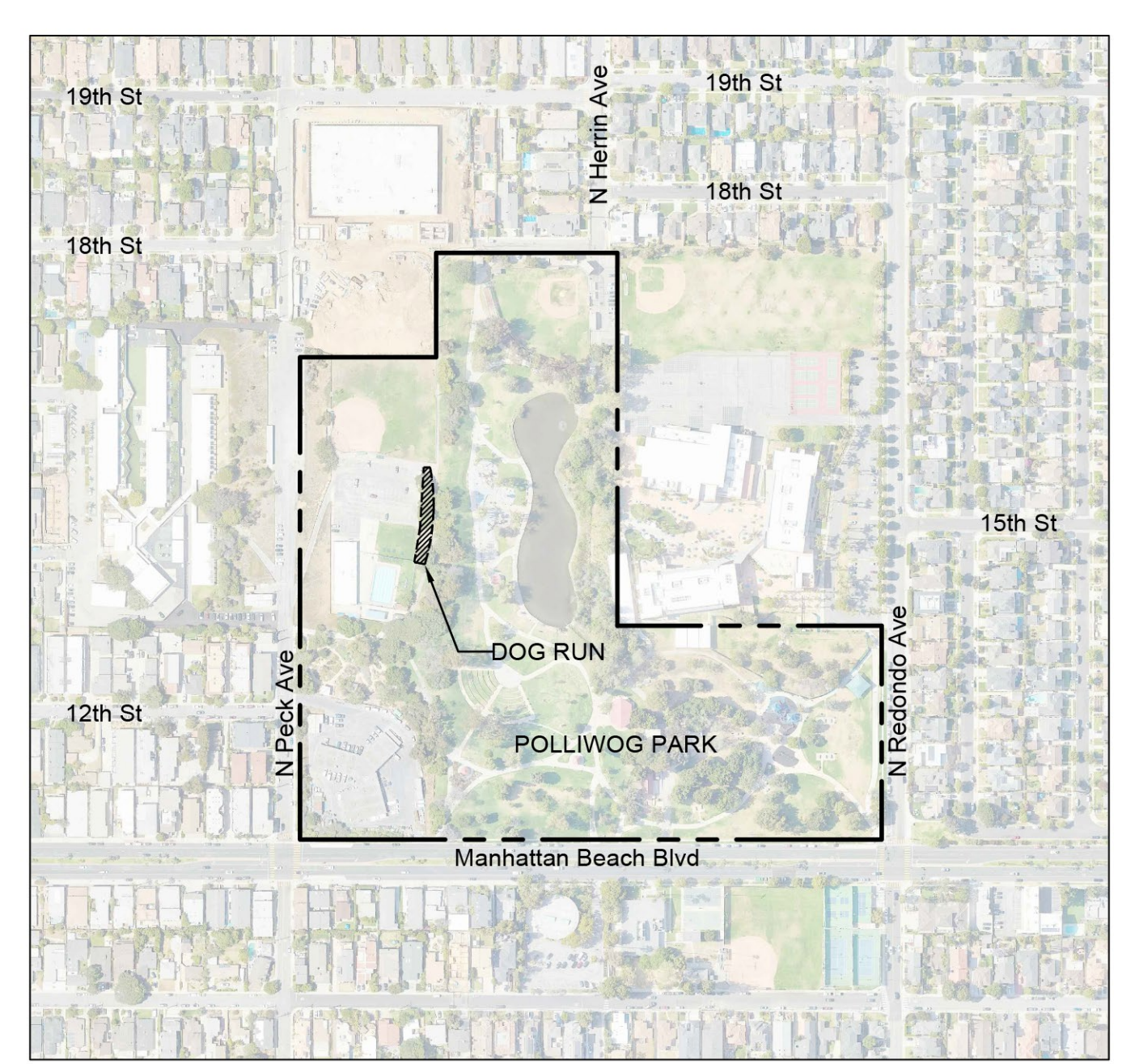
EXISTING DOG RUN AREA: 4,490 SF  
 PROPOSED ADDITIONAL AREA: 1,350 SF  
 NEW DOG RUN AREA: 5,840 SF

The Polliwog Park Dog Run in Manhattan Beach will gain 1,350 square feet of additional green space for dogs to run and play. This increase (roughly one-third of the Dog Run's existing size) is possible with the removal of several storage containers currently standing in the adjacent parking lot.

The storage containers narrow the entry to the Dog Run, as well as contribute to the uneven growth of the existing trees along the fence line. These trees provide ample shade, but it is recommended to remove those where the trunks are leaning to one side for safety considerations. Care should be taken to protect the existing trees that are growing upright and display healthy conditions.

Green space will be enhanced by planting new trees throughout the widened Dog Run area. Curved planting beds filled with round decorative rock cobble will soften the edges by the fencing. Benches will be placed near the trees and along the sidelines so the dogs have ample room to run and play. A new drinking fountain with pet bowl will be provided at the far end of the space for refreshment. A pet rinse station will be conveniently located at the gate access area so that dogs may be cleaned off before exiting the Dog Run. Pet waste dispensers and litter receptacles will be available at two locations within the space.

The new and improved Polliwog Park Dog Run will be a great amenity for the community. With the proposed features shown here, the space will be both beautiful and fun!

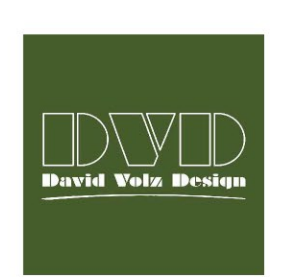
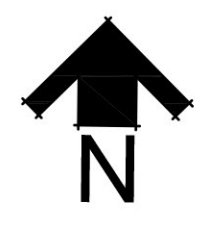
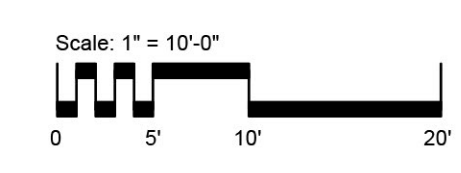


VICINITY MAP

NTS

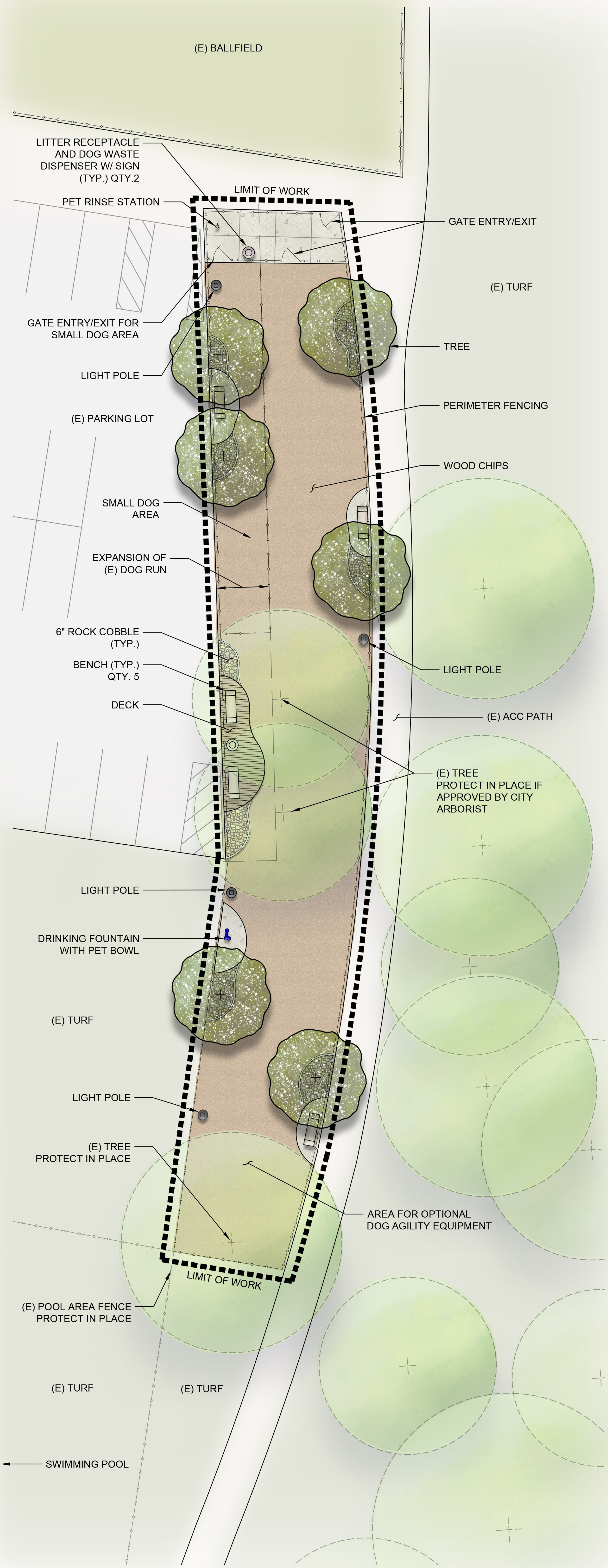
CONCEPT PLAN

**POLLIWOG PARK DOG RUN**  
 CITY OF MANHATTAN BEACH

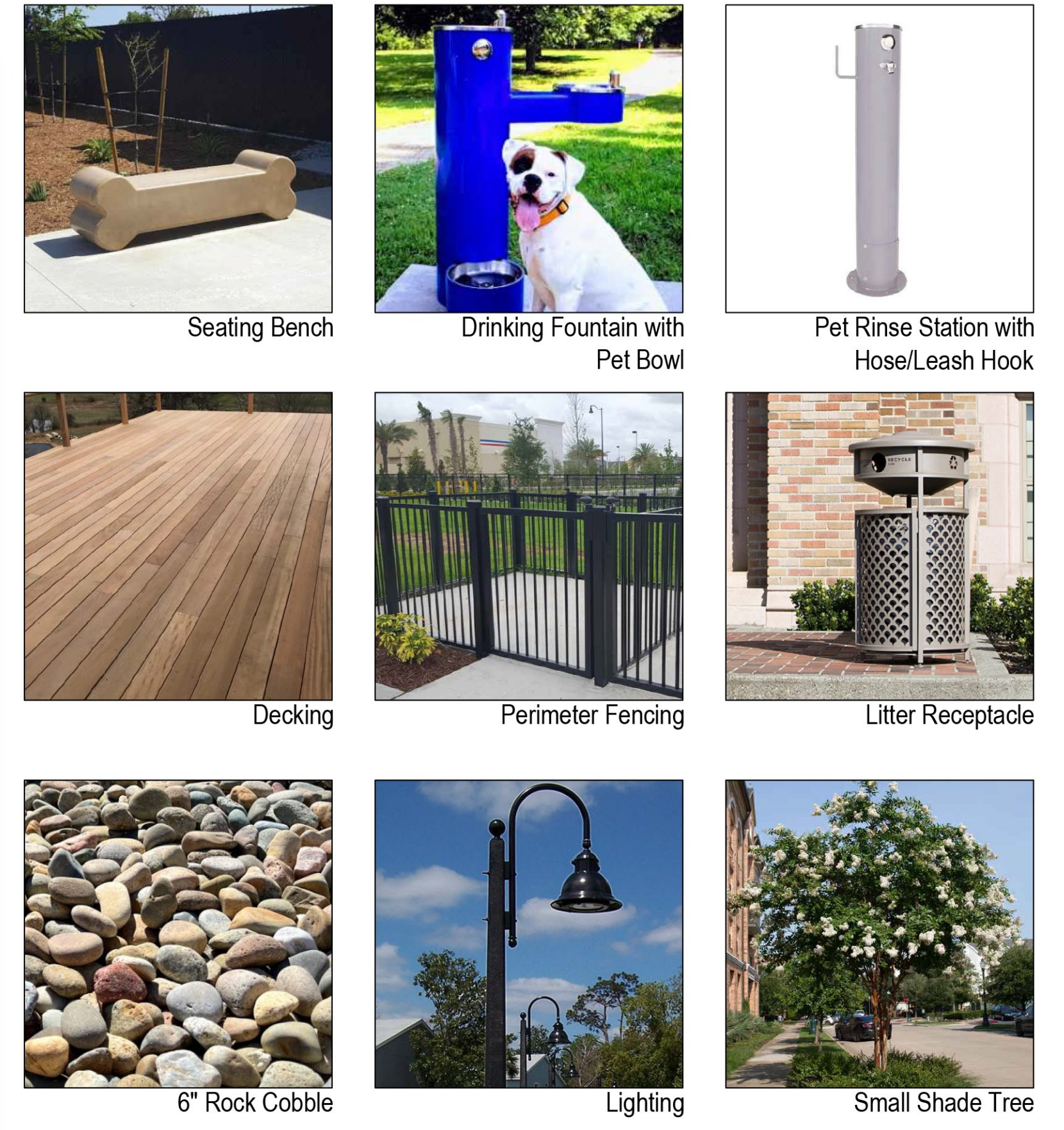


MARCH 23RD 2024  
 DVD@dvolzdesign.com





**PROPOSED IMPROVEMENTS**



**OPTIONAL IMPROVEMENTS**



**DESIGN CONCEPT**

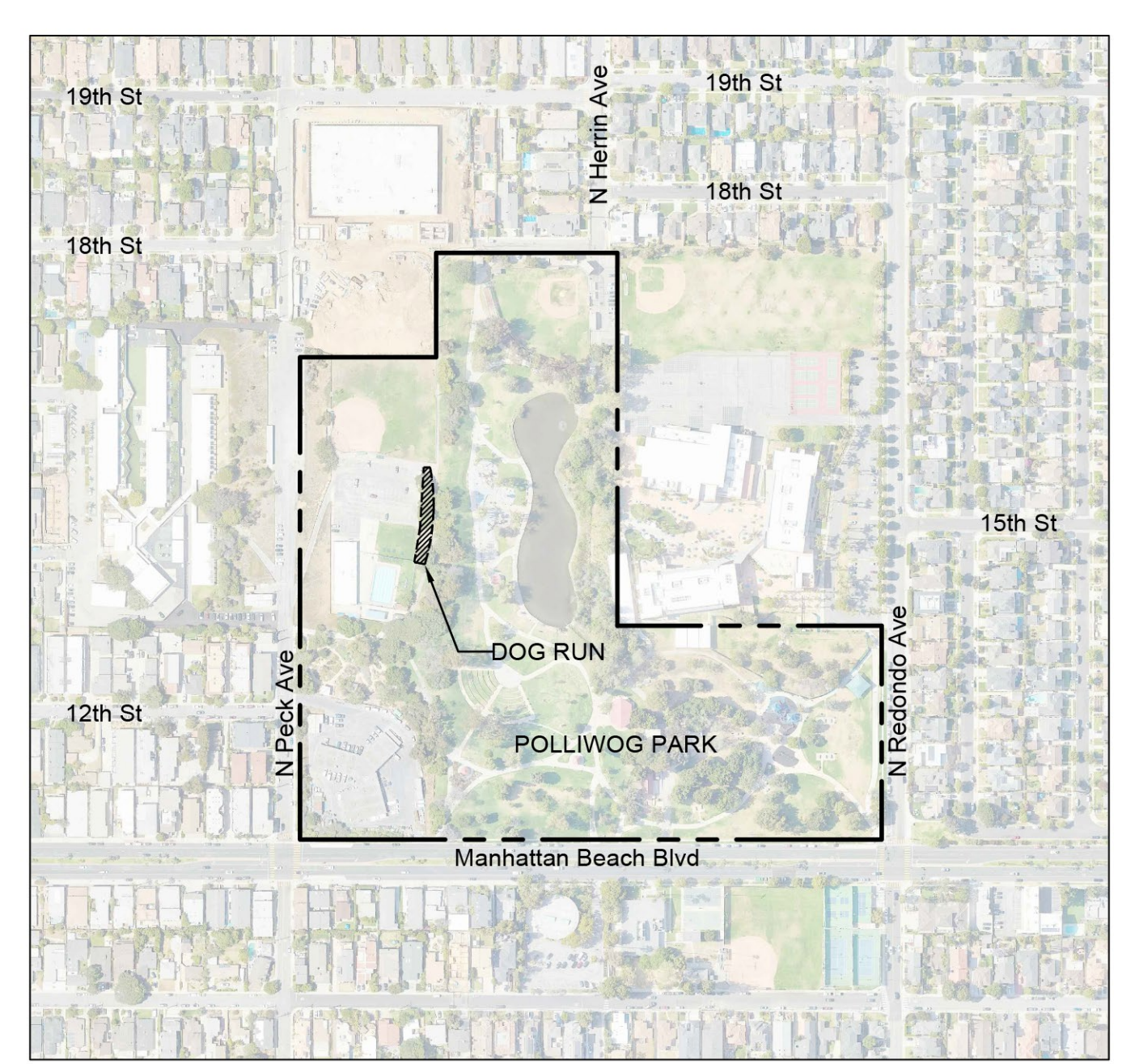
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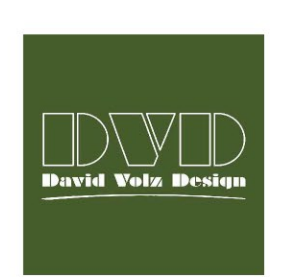
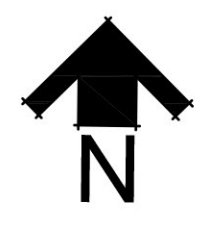
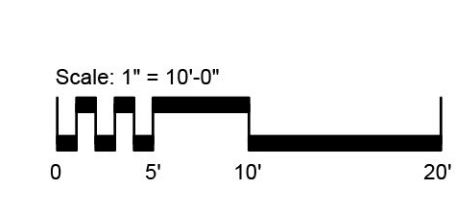


VICINITY MAP

NTS

CONCEPT PLAN ALTERNATIVE

**POLLIWOG PARK DOG RUN**  
 CITY OF MANHATTAN BEACH

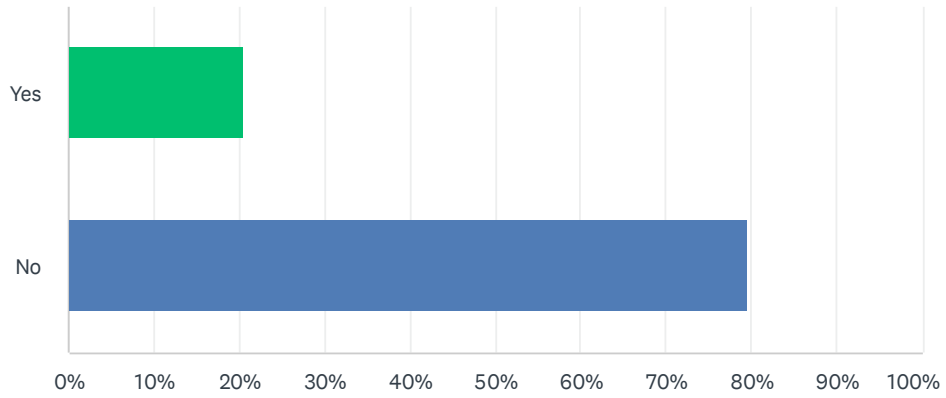


MARCH 23RD 2024  
 DVD@dvolzdesign.com



## Q1 Would you like a separate small dog run area?

Answered: 39 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	20.51%	8
No	79.49%	31
TOTAL		39



## Q2 Please list any additional amenities to include in the dog run.

Answered: 27 Skipped: 12

#	RESPONSES	DATE
1	More agility stuff	5/31/2024 8:37 PM
2	Larger signage with rules and reminders for pet owners	5/31/2024 5:34 PM
3	Hand sanitizer pumps would be really helpful and appreciated. Can the dog park be longer and wider?	5/17/2024 8:43 AM
4	Automatic ball dispenser	5/11/2024 6:08 PM
5	Wider area. With 5 dogs and 5 people, it is very crowded. Dogs run into owners at full speed. It is not safe when it is so narrow!	5/8/2024 7:24 AM
6	Two entrances - one at each end.	4/30/2024 4:54 PM
7	Expand to the grass area, compostable dog bags	4/24/2024 8:57 AM
8	Water at both ends	4/24/2024 8:53 AM
9	Larger, wider area with some grass	4/24/2024 8:51 AM
10	Please make it longer not just wider	4/24/2024 8:50 AM
11	Better lights for nights	4/23/2024 7:56 PM
12	A frame	4/21/2024 1:40 PM
13	Provide real grass, no other toys or amenities. The park is too small for the amount of dogs and the types of dogs that attend the park currently.	4/21/2024 8:45 AM
14	Suggested dog limit, community ball/toy bin.	4/21/2024 8:04 AM
15	Dog balls. Hose outside park to wash dog or owner shoes. New fence. Water fountain for dogs.	4/18/2024 6:45 PM
16	Entrances on either end.	4/17/2024 9:22 AM
17	Biodegradable poop bags. Expanding the south end to match the length of the pool fence.	4/14/2024 4:48 PM
18	Benches, poio scooper and a little grass area.	4/14/2024 10:16 AM
19	Include water in the middle of the dog park right next to the light post that is already there. Put benches in the sun.	4/13/2024 7:44 PM
20	Tall and reinforced fencing.	4/13/2024 2:40 PM
21	Spout for water (that doesn't clog or break as easily)	4/13/2024 12:36 PM
22	Shoe scrapper	4/12/2024 5:09 PM
23	I appreciate not using chain link fencing. Some dogs can scale the chain link, and others have been injured by the damaged portions now in place.	4/12/2024 11:11 AM
24	Keep the trees, expand the fence to the end of the pool. Multiple water stations. Compostable doggybags	4/12/2024 8:39 AM
25	Dog waste receptacles throughout run area.	4/12/2024 8:22 AM
26	Keep existing trees!	4/12/2024 8:20 AM
27	We would appreciate the southern fence being expanded to the end of the pool area.	4/12/2024 8:08 AM



## Q3 General Comments

Answered: 22 Skipped: 17

#	RESPONSES	DATE
1	This is awesome, I'm so glad it's a priority	5/31/2024 8:37 PM
2	Weave posts would be a dangerous addition to an area where dogs are running.	5/24/2024 5:08 PM
3	Make it bigger	5/11/2024 6:08 PM
4	Love having it!	5/8/2024 7:24 AM
5	Fix the fencing	5/1/2024 1:25 PM
6	much improvement !!	4/26/2024 4:28 PM
7	Chips replaced four times a year!	4/24/2024 8:53 AM
8	Love this park!	4/23/2024 7:56 PM
9	Looks great!	4/23/2024 5:24 PM
10	Less is more. Providing a dog washing station is a great idea if sustainable. No toys or agility area needed! The park is too small. Remove wood chips, add real grass, this is more healthy for dogs. Overall, thank you for updating the park for our dogs of manhattan beach!	4/21/2024 8:45 AM
11	While shade is appreciated with the new trees, I feel the existing tree canopies already affect ball throw activities. Adding dog agility features will also make the smaller dog run less usable for free play and like not be used by owners/dogs. While existing wood chips are more easily maintained, it make every dog filthy; I would suggest to consider alternate options. Also consider adding/relocating a entry from the MBB side.	4/21/2024 8:04 AM
12	I think concept plan #2 looks well thought out: includes all the key features I imagine are important: water/hydration, shaded seating for pet guardians & play equipment/ running area	4/20/2024 10:56 AM
13	Dog park needs a new fence so dogs can't escape.	4/18/2024 6:45 PM
14	Dog agility equipment will just become a place for dogs to pee	4/17/2024 9:22 AM
15	Would be nice to have a turf area.	4/14/2024 10:16 AM
16	No rocks, some dogs will eat them and they serve no purpose.	4/13/2024 2:40 PM
17	Love that the park will be bigger and that trees will stay	4/13/2024 12:36 PM
18	Need the new fence immediately as a safety issue. Don't have room for the obstacle course poles, etc..	4/12/2024 5:09 PM
19	These plans look well thought out. We appreciate trash receptacles that do NOT have removeable lids. The proposed rock cobble looks nice, but I wonder whether it'll stay in place. A couple of poo scoopers would be nice. We bought a couple ourselves, but one or two "commercial grade" would be nice. (I acknowledge Waste Management probably prefers everything be bagged.)	4/12/2024 11:11 AM
20	Thank you	4/12/2024 8:39 AM
21	Keep the treeeeeees!!!!	4/12/2024 8:20 AM
22	Make sure sufficient shade is considered	4/12/2024 8:09 AM

**DATE:** July 22, 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

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**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.

David Volz Design to present to commission on July 18, 2024.

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

- **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.