

CITY OF MANHATTAN BEACH PARKS AND RECREATION COMMISSION

Monday, September 23, 2024 4:00 PM

Location: Police/Fire Community Room and Zoom

AGENDA

- 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

July 22, 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. Explore Community Aquatics Facility
 - c. Parks Master Plan project list
 - d. Pay and Play Ad-Hoc Committee selection
 - e. Polliwog Dog Run update
- 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

Monday, July 22, 2024

4:00 PM Location: Zoom and Police Fire Community Room 420 15th Street

MINUTES

- **A. CALL TO ORDER** Chair Allen called the meeting to order at 4:06 p.m.
- 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, Senior Management Analyst (SMA) Linda Robb.

D. APPROVAL OF MINUTES – June 24, 2024

It was moved and seconded (Windes/Zimbalist) to approve as submitted. Motion passed 6-0-1 (Jacobson absent) by voice vote.

E. CEREMONIAL - None

F. AUDIENCE PARTICIPATION (3-Minute Limit) -

Ernest Area, City Arborist, informed that the tree project at Polliwog Park is scheduled to start on July 29, and be completed the week of August 12th. A total of 14 trees will be removed and 78 trees will be planted; trees to be removed will be checked in advance for any nests by a field biologist. The trees to be planted will be 36-inch box trees, approximately 12-14 feet in height, and are viewable now as they are stored in the park, near the restrooms.

Responding to the commission, Mr. Area stated: trees that are found to have a nest will be marked and their removal will be delayed; the field biologist is experienced in being able to identify nesting conditions; the trees being removed are in decline and include pines infected by pitch canker and eucalyptus, infected by the Asian longhorn beetle; unfortunately, by the time the disease is apparent, the tree condition is such that it is too late to save it. He would be happy to be present at the park during the Commission tour. Urban Forester Area also noted that he is very familiar with a small off-street vegetated area at 6th and Aviation and informed that periodically the city notifies adjacent property owners to clean up and periodically the city trims vegetation in this area. He will look into what can be done.

G. GENERAL BUSINESS

1. Polliwog Park Dog Run presentation by David Volz Design (DVD)

Bryant Avalos, DVD, presented on the Polliwog Park Dog Run project, summarizing public outreach and input, noting there has been a strong community preference for only one dog area (not a separate are for smaller dogs). Mr. Avalos also noted the community indicated it would like: more lighting, litter receptacles and dog waste bag dispensers, updated perimeter fencing, additional seating, a dog wash station and tree protection. Regarding trees, an assessment will be needed to see which trees can be retained and which if they are unsafe, will need to be removed. By removing storage containers, the area for the dog run is able to be increased by 1,350 square feet (about a third more compared to existing area). Mr. Avalos reviewed the conceptual plan including: trees, surfaces, receptables, seating, fencing, lighting and a dog wash at the north end, and at the south end an open "flex space" that might be used for activities such as but not only, animal fitness activities.

Mr. Avalos responded to commission comments and questions, noting: rock cobble would be placed around existing trees to protect them from dogs; the dog run area is expected to be open from 8:00 am to 10:00 pm and lighting other than that needed for security levels, will go off at that time; smaller trees (no shade structure) would be planted to provide shade and near the dog wash, the surface will be concrete pavement.

The Commission discussed and expressed concerns and requested more information. The Commission's concerns included that a proposed concrete surface would be excessively hot in the sun and burn a dog's paws (is there an alternative?) and clarification was requested regarding the trees shown on the plan.

Chair Allen invited public input.

Resident Lee Barr questioned whether so many amenities are needed for a dog run and is very concerned that costs will go far beyond \$10,000 which he thought was the original estimated budget.

There being no further public comment, Chair Allen invited Commission discussion. Commissioner Windes noted she likes the plan and the enhancements; Commissioner Komatinsky liked the presentation but feels more information is needed including costs before she will be comfortable in making a recommendation.

Director Leyman explained that budget and cost decisions fall to the City Council, but estimates can be provided to the Commission.

Director Leyman summarized next steps:

- Trees: working with Urban Forester, he will forward information to the Commission regarding trees, i.e. whether existing large trees in the dog run are slated to be removed, replaced or retained per the Polliwog Tree Plan.
- The DVD team will bring back for Commission consideration, clarifications on alternatives to materials such as wood vs. faux wood material for decking, and concrete pavement vs. decomposed granite or another pervious material (that would be more sensitive to dog paws).
- Staff will provide cost information at the next meeting.
- 2. 24/0226.01 Work Plan Items Discussion
 - a. Sand Dune Park Master Plan

Director Leyman noted that the Commission's recommendation will be reviewed by the City Council at its meeting on August 20, 2024.

b. Explore Community Aquatics Facility

Director Leyman reported that there is nothing new to report; the Commission is awaiting direction from the City Council and alternative locations and options are being explored by City management.

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

Commissioner Schreiner confirmed that the committee is formed of herself, as Chair and Commissioners Komatinsky and Windes and its purpose is to update the Parks and Recreation Master Plan originally published in December, 2020. The committee will start work on as soon as possible and she hopes that they can complete their task for the September Commission meeting.

Commissioner Windes noted she and Commissioner Schreiner have done a preliminary review of a list of "action items" that the last ad-hoc committee updated and they have preliminarily eliminated many projects that have either been completed or which they feel are no longer relevant; some additions need to be made to the list and a couple errors need to be corrected. Commissioner Schreiner commented and Commissioner Windes concurred that this task may not be as onerous as thought.

Commissioner Komatinsky questioned whether the committee needs to break down the projects list into which may need a "refresh" but Commissioner Schreiner believes that even those projects needing refresh appear to be completed. Commissioner Windes suggested that the tour of the city parks should prove useful in completing the update.

Director Leyman affirmed procedurally that once the Master Plan is approved by the Commission, it will be brought to the City Council; the committee can reach out to any individuals that may have insights that the committee feels are needed, but no particular public outreach is required; Director Leyman restated the sub committee's purpose is to confirm the short (quick), medium and long range projects for Parks and Recreation.

Commissioner Schreiner noted she will schedule meetings for the full committee including a meeting with Director Leyman.

Chair Allen called for public input; none received.

H. STAFF ITEMS

Director Leyman reported on recent events:

- Manhattan Open Tennis Tournament: great attendance and tennis play
- Summer Concerts in the Park continuing successfully every Sunday, 5-7 p.m.
- Community Art Exhibit: opening reception at Manhattan Beach Art Center this Friday, 5:00-7:00 pm over 90 pieces to see, very talented artists.
- International Surf Festival: August 2-3
- Manhattan Open Volleyball: August 16-18
- Recruitment for Senior Recreation Supervisor (Cultural Arts): Interviews will be held soon

- All Parks and Rec Commission Tour: being rescheduled look for new date, likely at end of summer.
- Meetings: cancelled for August for all Parks and Recreation Department commissions.

I. COMMISSION ITEMS

Older Adult Program update (Schreiner) Commissioner Schreiner reported regarding monthly meeting/activities:

- Mayor Franklin update; highlights include e-bike safety and city efforts including enforcement and education; the Police Chief will be addressing this issue at the August 6th council meeting. Commissioner Windes suggested that skateboarding safety be added to the public education effort.
- The city's new IT Director will be evaluating the Joslyn Center audio visual and WIFI systems and make or recommend repairs.
- "Coffee, Tech and You", an intergenerational tech education class (seniors and Mira Costa students) will be offered monthly starting in September, weekends at Joslyn.
- Rotary Club continues working supporting seniors on small home improvement projects; interested seniors with needs may request assistance by calling Joslyn Center (leave message for Rotary Club member)
- Scout House Project Update: fundraising is continuing through a nonprofit (501c3) (over 3.75 million dollars already donated) 3 million 700 thousand; groundbreaking is expected for summer, 2025.

<u>School District update</u> (Komatinsky) – No update as school is closed; Commissioner Komatinsky stated she believes that the application window for MBMS Principal position has closed but doesn't believe there has been a public announcement.

Student Update (Jacobson) - no report

J. ADJOURNMENT

At 5:07 p.m. it was moved and seconded (Komatinsky/Windes) to adjourn to the meeting of September 23, 2024; the motion passed unanimously 6-0 (Jacobson absent) with a voice vote.

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

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.

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

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 results
- 3. Preliminary Cost Estimate

PROPOSED IMPROVEMENTS

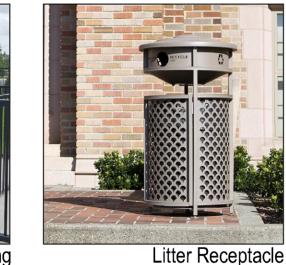


Pet Rinse Station with

Hose/Leash Hook









Pet Bowl















Decking



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.

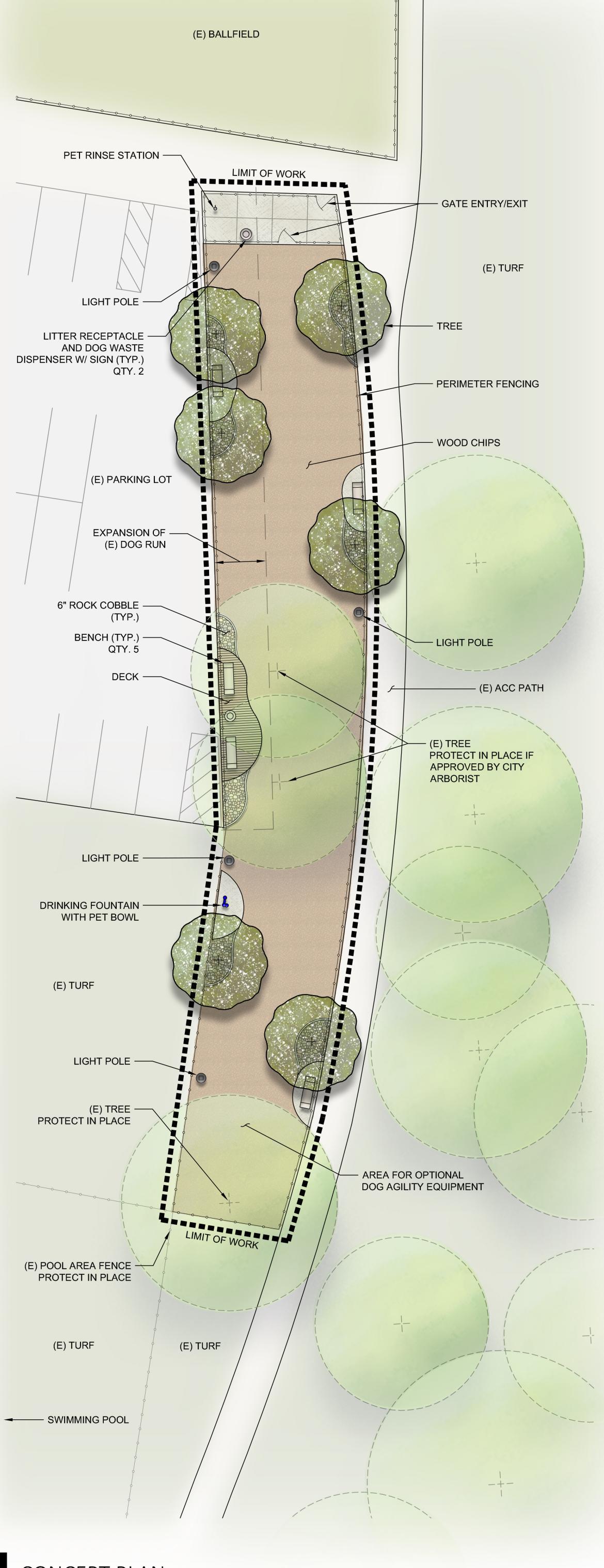
The storage containers narrow the entry to the Dog Run, as well as contribute to the uneven growth of the existing trees along the fence line. These trees provide ample shade, but it is recommended to remove those where the trunks are leaning to one side for safety considerations. Care should be taken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



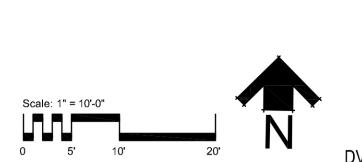
VICINITY MAP NTS



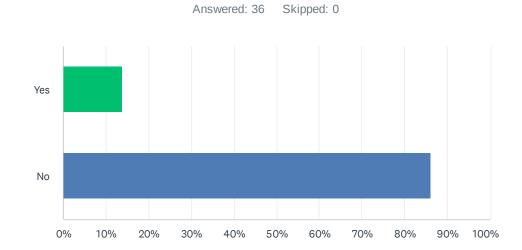
CONCEPT PLAN

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





Q1 Would you like a separate small dog run area?



ANSWER CHOICES	RESPONSES	
Yes	13.89%	5
No	86.11%	31
TOTAL		36

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

Answered: 25 Skipped: 11

#	RESPONSES	DATE
1	Hand sanitizer pumps would be really helpful and appreciated. Can the dog park be longer and wider?	5/17/2024 8:43 AM
2	Automatic ball dispenser	5/11/2024 6:08 PM
3	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
4	Two entrances - one at each end.	4/30/2024 4:54 PM
5	Expand to the grass area, compostable dog bags	4/24/2024 8:57 AM
6	Water at both ends	4/24/2024 8:53 AM
7	Larger, wider area with sone grass	4/24/2024 8:51 AM
8	Please make it longer not just wider	4/24/2024 8:50 AM
9	Better lights for nights	4/23/2024 7:56 PM
10	A frame	4/21/2024 1:40 PM
11	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
12	Suggested dog limit, community ball/toy bin.	4/21/2024 8:04 AM
13	Dog balls. Hose outside park to wash dog or owner shoes. New fence. Water fountain for dogs.	4/18/2024 6:45 PM
14	Entrances on either end.	4/17/2024 9:22 AM
15	Biodegradable poop bags. Expanding the south end to match the length of the pool fence.	4/14/2024 4:48 PM
16	Benchs, poio scooper and a little grass area.	4/14/2024 10:16 AM
17	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
18	Tall and reinforced fencing.	4/13/2024 2:40 PM
19	Spout for water (that doesn't clog or break as easily	4/13/2024 12:36 PM
20	Shoe scrapper	4/12/2024 5:09 PM
21	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
22	Keep the trees, expand the fence to the end of the pool. Multiple water stations. Compostable doggybags	4/12/2024 8:39 AM
23	Dog waste receptacles throughout run area.	4/12/2024 8:22 AM
24	Keep existing trees!	4/12/2024 8:20 AM
25	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: 21 Skipped: 15

#	RESPONSES	DATE
1	Weave posts would be a dangerous addition to an area where dogs are running.	5/24/2024 5:08 PM
2	Make it bigger	5/11/2024 6:08 PM
3	Love having it!	5/8/2024 7:24 AM
4	Fix the fencing	5/1/2024 1:25 PM
5	much improvement !!	4/26/2024 4:28 PM
6	Chips replaced four times a year!	4/24/2024 8:53 AM
7	Love this park!	4/23/2024 7:56 PM
8	Looks great!	4/23/2024 5:24 PM
9	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
10	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
11	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
12	Dog park needs a new fence so dogs can't escape.	4/18/2024 6:45 PM
13	Dog agility equipment will just become a place for dogs to pee	4/17/2024 9:22 AM
14	Would be nice to have a turf area.	4/14/2024 10:16 AM
15	No rocks, some dogs will eat them and they serve no purpose.	4/13/2024 2:40 PM
16	Love that the park will be bigger and that trees will stay	4/13/2024 12:36 PM
17	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
18	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
19	Thank you	4/12/2024 8:39 AM
20	Keep the treeeeees!!!!	4/12/2024 8:20 AM
20		



ESTIMATE OF PROBABLE CONSTRUCTION COSTS

Date: June 28, 2024

Project: Polliwog Park Dog Run, City of Manhattan Beach

Estimated By: BA

Item No.	Item Description	Quantity	Unit	U	nit Price		Total
1.0 SITE CLEARING, EARTHWORK AND GRADING, STORMWATER FACILITIES							
1	Mobilization (5%)	1	LS	\$	14,000.00	\$	14,000.00
2	Best Management Practices	1	LS	\$	10,000.00	\$	10,000.00
3	Fence Demolition	500	LF	\$	10.00	\$	5,000.00
4	Hardscape Demolition	1,350	SF	\$	15.00	\$	20,250.00
5	Clearing and Grubbing	4,500	LS	\$	1.00	\$	4,500.00
6	Temporary Construction Fencing	500	LF	\$	15.00	\$	7,500.00
					TOTAL		\$61,250.00
2.0 PAVING							
7	Concrete Paving	525	SF	\$	25.00	\$	13,125.00
8	6" Rock Cobble	275	SF	\$	25.00	\$	6,875.00
9	Wood Chips Including Grading	44	CY	\$	80.00	\$	3,520.00
10	Wood Deck	125	SF	\$	100.00	\$	12,500.00
11	4" Concrete Header	115	LF	\$	30.00	\$	3,450.00
5.0 FENCES AND GATES							
12	Perimeter Fencing	500	LF	\$	125.00	\$	62,500.00
13	Gates	2	EA	\$	4,000.00	\$	8,000.00
7.0 SITE FURNISHINGS AND OPTIONAL DOG AGILITY EQUIPMENT							
14	Benches	5	EA	\$	5,000.00	\$	25,000.00
15	Pet Rinse Station	1	EA	\$	10,000.00	\$	10,000.00
16	Litter Receptacle and Dog Waste Dispenser w/ Sign	2	EA	\$	3,000.00	\$	6,000.00
17	Drinking Fountain w/Pet Bowl	1	EA	\$	15,000.00	\$	15,000.00

Item No.	Item Description	Quantity	Unit	Unit Price		Total	
8.0 LANDSCAPE AND IRR	8.0 LANDSCAPE AND IRRIGATION						
18	Trees	6	EA	\$	500.00	\$	3,000.00
19	Weed Abatement	4,840	SF	\$	0.50	\$	2,420.00
20	Automatic Irrigation System	1	LS	\$	10,000.00	\$	10,000.00
21	90-Day Maintenance	1	LS	\$	12,000.00	\$	12,000.00
9.0 SITE LIGHTING							
22	Electrical (Includes Light Poles)	1	LS	\$	40,000.00	\$	40,000.00

Total Construction Items	\$294,640
Contingency & Escalation Estimate (10% of construction estimate)	\$29,464
Construction Budget Estimate	\$324,104