



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

**Monday, October 28, 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**
  - September 23, 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 and Community Parkettes
    - c. Explore Community Aquatics Facility
- H. STAFF ITEMS**
  - Strategic Plan and Department Overview
  - 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, September 23, 2024**

**4:00 PM**

**Location: Zoom and Police Fire Community Room  
420 15<sup>th</sup> Street**

**MINUTES**

- A. CALL TO ORDER** – Chair Allen called the meeting to order at 4:00 pm.
- B. PLEDGE TO THE FLAG**
- C. ROLL CALL**  
Present: Chair Allen, Komatinsky, Zimbalist, Doran, Schreiner, Windes, Jacobson  
Others Present: Parks and Recreation Director Mark Leyman, Sr. Recreation Manager Melissa McCollum, Senior Management Analyst (SMA) Linda Robb, Recording Secretary Rosemary Lackow.
- D. APPROVAL OF MINUTES – July 22, 2024**  
It was moved and seconded (Windes/Komatinsky) to approve as submitted. Motion passed 7-0 by voice vote.
- E. CEREMONIAL**  
Chair Allen welcomed new student commissioner Isabella (“Bella”) Jacobson; Bella noted she attends Mira Costa (10<sup>th</sup> grader) and looks forward to serving on the Commission.
- 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 updated that the project was funded by the Council at its September 17<sup>th</sup> meeting and acknowledged current and past project committee members for their hard work. He noted that the plan approved by council eliminates a bike path that was opposed by neighbors.

Director Leyman joined in congratulating on a successful project approval especially that the project reflects the input from the community. As the project goes forward, he will keep the Commission posted on its progress and the development of a construction timeline.

Commissioner Windes commented on a few features shown on the final conceptual plan reviewed by council that she feels are not consistent or responsive to community input. These include: 1) tot lot wooden play structures – should have a natural not painted surface; 2) bollard lighting (refer to neighborhood concerns); and 3) only two swings are proposed in the tot lot where there are eight existing; as they are very popular, can more be added?

Director Leyman noted that under new playground equipment safety codes, swing sets have very stringent requirements for “fall zones” and this may limit the number of swings that can fit in the tot lot. However, he will pass on these comments as the project enters the construction design phase with encouragement to see if any additional swings can be accommodated.

b. Explore Community Aquatics Facility

Senior Recreation Manager Melissa McCollum provided an update, noting that City Council has provided direction as follows: 1) Staff, in coordination with the school district is to continue to research costs that would assure that Begg Pool remains safe for operating for another 2-3 years and bring back a list of priority projects e.g. plumbing, pool decking and fencing improvements. 2) The city and the Bay Club will continue conversations about possibly developing community pool(s) in the vicinity of the Manhattan Beach Country Club. This project is in very early stages with a focus on site analysis.

Director Leyman and SRM McCollum responded to Commission questions, clarifying that what is being considered is construction of two new pools (youth and adult) that would be funded and owned and operated by Bay Club but with special privileges for Manhattan Beach residents.

Commissioner Zimbalist noted, under the terms of the MOU that the City has entered into with the Bay Club, the Bay Club would potentially donate up to \$1,000,000 (one million dollars) towards the repairs made at Begg Pool, contingent upon the Bay Club and City coming to an agreement regarding developing new pool(s).

Commissioner Komatinsky commented that all along the City’s goal has been for a community (local oriented) not regional competition pool.

SRM McCollum reiterated that this project, including conversations with Bay Club is in very early stages and all decisions in the future regarding repair of Begg will be made collaboratively and include the school district.

c. Parks Master Plan Project List (Schreiner, Komatinsky, Windes)

Commissioner Schriener gave a brief background, noting that this project’s purpose is to update the short, medium and long term parks and recreation projects that are listed in the Parks Master Plan, last updated in 2020. She will be setting up a meeting between the ad-hoc committee and staff, aiming for the week of October 14. Commissioner Jacobson will assist as she is available and as allowed under the Brown Act.

d. Pay and Play Ad-Hoc Committee Selection (Windes, Schreiner, Doran)

Commissioner Windes stated that she has volunteered to chair this committee. She summarized the background and efforts of the prior ad-hoc committee that initially focused on repair and reuse of the Pay and Play building for various recreation programs (e.g. indoor golf, yoga etc.). The purpose of the new committee is to explore reuse of the former Pay and Play area for new park related activities, but with formal community outreach (on-site meeting and survey). During the period in which the city was initially evaluating its options, a futsal court was suggested by sports user groups, therefore this use will be among options to be explored.

The Commission discussed and re-formed the Pay and Play ad-hoc committee comprised of Commissioners Windes (Chair), Schreiner and Doran. Dimensions of a futsal court were discussed. Director Leyman clarified that Marine Avenue Park can accommodate a futsal court which may be smaller than standard dimensions required for competition, but suitable for multiple recreation programs (futsal, tot basketball, older adult fitness, etc.).

The ad-hoc committee will meet with staff and start to explore options. A public meeting will be scheduled and survey prepared. After public input is received, staff the committee and staff will refine options and associated costs and bring those before the Commission for a formal recommendation for City Council. As to budget, it is expected that the building demolition will cost about \$400,000 plus \$200,000 for new improvements, but this will be refined as specific options are identified.

Commissioner Komatinsky inquired as to participation by the new LoveMB 501c3 foundation. Director Leyman suggested that Love MB could propose some sort of partnership and/or donation and this could be folded into the Commission's recommendation when it goes to Council.

e. Polliwog Dog Run Update.

Director Leyman noted direction received from the Commission at the last meeting was to simplify the project and lower costs. Director Leyman stated that Public Works representatives were unable to attend this meeting however this project has been discussed with Public Works, and it has been determined that much if not most of the construction (e.g. fencing, wood chips, greening, concrete, installation of drinking fountain/quick coupler and tree work) can be accomplished in-house, lowering costs substantially. There will be additional costs, for engineering, planning and permitting as well as for the removal, relocation or replacement of existing city storage sheds.

Beyond essential features, other more specialized items (e.g. shade structures, dog bone benches, etc.) can be costed out (installation by an outside third-party) and added at the council's discretion or possibly funded through partnership with LoveMB.

Director Leyman requested direction from the Commission as to whether it supports an approach that would have construction undertaken in-house as discussed.

Commissioner Windes noted community has requested some things that she feels are not reflected on the final concept plan, including: to NOT have a chain link fence; to NOT have a "dog bath"; to NOT have a separate small dog area; that mature trees should be retained as much as possible, and lastly, that the dog use area, if possible, be a wider space.

Commissioner Komatinsky requested that staff look into what items can be identified and

specified in the contract – items or features that might be added or removed during the course of the project.

Chair Allen invited public input.

Resident Lee Barr iterated his concern, that the project is over designed and surpasses the cost originally anticipated.

After a brief discussion it was agreed that this item be scheduled for the next Parks and Recreation meeting commission agenda to enable attendance by Public Works representatives. Ahead of that meeting, staff will refine estimated costs and the project timeline and identify possible “ripCORDS” or items that can be specified in the project scope that might be easily removed for budget reasons.

Director Leyman suggested that, process wise, the LoveMB foundation can provide input about possible fundraising for specified items that can be presented to the City Council with the Parks and Recreation Commission recommendation.

## **H. STAFF ITEMS**

Director Leyman reported/updated:

- Dog Park Shade Protection: efforts are being made to try out, with citizen input, the use of cantilevered umbrellas at both the Polliwog (south end) and Live Oak Park dog parks. Bench locations at Live Oak Park are also being evaluated.
- NFC fitness court in Polliwog Park: nearing completion.
- New ceramics kiln: installation expected to be completed for the Home Town Fair.
- Eric Brinkman has been promoted to the position of Senior Recreation Supervisor – Cultural Arts, and will be the liaison to the Cultural Arts Commission.
- RLA Public Arts Conservation Survey: The Cultural Arts Commission has received a comprehensive artwork assessment report; the Commission will develop a recommendation for the first round of artworks in the city that have the highest priority for conservation, using art trust fund money.
- City Commission Bus Tour: Staff has tweaked this annual event away from an all-commission bus tour on one specific date to a “Commission Scavenger Hunt” format that will occur over a period of time (e.g. month of October). All city commissioners would, at their convenience, visit all facilities and observe: what looks to be working well, are there any deficiencies? In discussing, it was suggested that key park facilities staff (e.g. Eric Brinkman, David Ibarra, Jesus Sandoval) be made available to provide information or respond to questions.

Director Leyman will consider how best to incorporate a dialogue between the commissions and key staff members into this activity. Stay tuned for an email with more information.

- Polliwog Tree Canopy Project: a status report will be provided by Public Works at the next meeting.

## **I. COMMISSION ITEMS**

- Older Adult Program Update: Commissioner Schreiner highlighted several topics covered at the 9/10/24 Senior Advisory Committee meeting including a report from Mayor Franklin, and a presentation by Beach Cities Health District CEO Tom Bakaly

- regarding the district's \$30-million General Obligation Bond on the November 5<sup>th</sup> ballot.
- School District Update: Commissioner Komatinsky reported: 1) two school board seats have been filled (Cathey Greaves, Jen Dohner); 2) The district is very busy regarding its \$200 million dollar school infrastructure initiative on the November ballot.
  - Student Update: Commissioner Jacobson reported on various Mira Costa happenings, including blood drive, football, hiring of a new Principal (Dr. Jennifer Huynh) and Vice Principal (Scott Hughes), distinguished alumni assembly, and other events.
  - Parks and Recreation Commission Pumpkin Race: Commissioner Tracy Windes announced the annual pumpkin race will be on October 20, at noon. She will be in contact with the Commissioners regarding meeting to start work on the Commission's entry.

## **J. ADJOURNMENT**

At 5:39 pm it was moved and seconded (Windes/Komatinsky) to adjourn to the meeting to October 28, 2024; the motion passed unanimously with a voice vote.

**DATE:** October 28, 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 being rescheduled for City Council review. Date TBD.

- **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 presented designs to the commission on July 18, 2024.

This item is being rescheduled for City Council review. Date TBD.

- **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.

A memorandum of understanding was signed with the Bay Club in August, 2024, for construction of a new pool and a \$1,000,000 contribution towards renovation of Begg Pool.