

CITY OF MANHATTAN BEACH

1400 Highland Avenue Manhattan Beach, CA 90266
www.manhattanbeach.gov • (310) 802-5000

AGENDA

AMENDED

Parks and Recreation Commission

Regular Meeting

Monday, July 28, 2025

4:00 PM

**City Manager's Conference Room (City Hall) and Zoom
1400 Highland Avenue, Manhattan Beach, CA 90266**



APPOINTED OFFICIALS

Chair Tracey Windes

Vice Chair Karen Komatinsky

Commissioner Larry Zimbalist

Commissioner Roberta Schreiner

Commissioner Stephen Doran

Commissioner Russ Allen

Commissioner Ishaan Aggarwal

CITY STAFF

Parks and Recreation Director Mark Leyman

Senior Management Analyst Linda Robb

MISSION STATEMENT:

Our mission is to provide excellent municipal services,
preserve our small beach town character, and enhance the quality of life for our
residents, businesses and visitors.

MANHATTAN BEACH'S PARKS AND RECREATION COMMISSION WELCOMES YOU!

Meetings are broadcast live through Manhattan Beach Local Community Cable, Channel 8 (Spectrum), Channel 35 (Frontier),

live streaming via the City's website, and

Via Zoom (Direct URL: <https://comb.zoom.us/j/93781041645>, Meeting ID: 937 8104 1645)

The City continues to offer an opportunity to participate in Parks and Recreation Commission meetings via Zoom and in-person. The Parks and Recreation Commission encourages the public to participate by submitting comments in advance of the meeting, no later than 3:00 PM, the day of the meeting, via:

- 1) eComment at <http://www.manhattanbeach.gov/ecomment> or
- 2) Email to lrobb@manhattanbeach.gov

All of your comments provided by the deadlines above will be available to the Parks and Recreation Commission and the public prior to the meeting.

Copies of staff reports or other written documentation relating to each item of business referred to on this agenda are available for review on the City's website at www.manhattanbeach.gov, the Police Department located at 420 15th Street, and are also on file in the Parks and Recreation Department for public inspection. Any person who has any question concerning any agenda item may call the Parks and Recreation Department at (310) 802-50**.

In compliance with the Americans With Disabilities Act, if you need special assistance to participate in this meeting, you should contact the Parks and Recreation Department at (310) 802-50** (voice) or (310) 546-3501 (TDD). Notification 36 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting. The City also provides closed captioning of all its Regular Planning Commission Meetings for the hearing impaired.

A. CALL MEETING TO ORDER**B. PLEDGE TO THE FLAG****C. ROLL CALL****D. APPROVAL OF MINUTES**

1. This item Contains the Parks and Recreation Regular Meeting Minutes of June 23, 2025.
(Parks and Recreation Director Leyman).

[PRC 25-0001](#)

APPROVE

Attachments: [Parks and Recreation Commission Adjourned Regular Meeting Minutes of June 23, 2025](#)

E. CEREMONIAL

F. PUBLIC COMMENTS (3 MINUTES PER PERSON)

Speakers may provide public comments on any business/items not on the agenda. While all comments are welcome, the Brown Act does not allow the Parks and Recreation Commission to take action on any item not on the agenda.

The Planning Commission encourages the public to participate by submitting comments in advance of the meeting, no later than 2:00 PM, the day of the meeting, via:

- 1) eComment at <http://www.manhattanbeach.gov/ecomment> or
- 2) Email to lrobb@manhattanbeach.gov

All of your comments provided by the deadlines above will be available to the Parks and Recreation Commission and the public prior to the meeting.

IN PERSON PUBLIC PARTICIPATION

Please complete the "Request to Address the City Council or Commission" card by filling out your name, city of residence, the item(s) you would like to offer public comment, and returning it to the Clerk.

ZOOM PUBLIC PARTICIPATION

If you plan to speak during the meeting, join via Zoom at 2:45 p.m. in order to request to be on the speakers list. a.

Join Zoom Meeting via the internet (download app if needed):

Direct URL <https://citymb-info.zoom.us/j/81077488170?pwd=dEZBM0pHRzQzaTFHR1NtL29xbDQvUT09> Meeting

ID: 810 7748 8170, Passcode: 588634

Please name yourself to include the item(s) you wish to speak on, whether you are the applicant, and your First & Last name. Examples: G.2 – Stephanie Sanders.

b. Join Zoom Meeting via Phone Conference (Voice Only): Phone Numbers: +1 669-900-6833 and Enter Meeting ID: 810 7748 8170, Passcode: 588634

Find your local number: <https://comb.zoom.us/j/81077488170>

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.

G. GENERAL BUSINESS

Each speaker may speak for up to 3 minutes on each general business item.

2. Parks and Recreation Commission Work Plan for 2025/2026.
DISCUSS AND PROVIDE UPDATES

[PRC 25-0002](#)

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



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STAFF REPORT

Agenda Date: 7/28/2025

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Leyman, Parks and Recreation Director

FROM:

Mark Leyman, Parks and Recreation Director
Janeth Medina, Administrative Analyst

SUBJECT:

This item Contains the Parks and Recreation Regular Meeting Minutes of June 23, 2025.
(Parks and Recreation Director Leyman).

APPROVE

RECOMMENDATION:

The attached minutes are for the Parks and Recreation Commission approval:

Attachment:

1. Parks and Recreation Commission Adjourned Regular Meeting Minutes of June 23, 2025.

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

Monday June 23, 2025

4:00 PM

**Location: Zoom and City Council Chambers, City Hall
1400 Highland Avenue**

A. CALL TO ORDER – Chair Allen called the meeting to order at 4:00 pm.

B. PLEDGE TO THE FLAG

C. ROLL CALL

Present (6): Commissioners Aggarwal, Allen, Doran, Schreiner, Vice Chair Komatinsky, Chair Windes

Absent (1): Zimbalist

Others present: Parks and Recreation Director Mark Leyman, Senior Recreation Manager (SRM) Melissa McCollum, Senior Management Analyst (SMA) Linda Robb.

D. APPROVAL OF MINUTES – May 29, 2025

Moved and seconded (Windes/Schreiner) to approve as submitted; motion passed 6-0-1 by voice vote. (Zimbalist absent)

E. CEREMONIAL – None

F. AUDIENCE PARTICIPATION (3-Minute Limit) – None

G. GENERAL BUSINESS

1. Selection of 2025 – 2026 Chair and Vice-Chair and reorganization

Chair Allen moved, seconded by Schreiner that the Commission reorganize by seniority, with Vice Chair Windes elevated to Chair, Commissioner Komatinsky to Vice Chair. The motion passed 6-0-1 (Zimbalist absent).

The Commission recessed for reorganization at 4:04 p.m. and reconvened at 4:06 p.m. Chair Windes invited the incoming student commissioner to self-introduce; Ishaan Aggarwal stated he is the new student Parks and Recreation commissioner. Chair Windes thanked outgoing Chair Allen for this service and support as Chair.

2. 25/0623.01 Consideration of Girl Scout Silver Award Project Proposal

Chair Windes invited the applicant, cadets from local Troop 95528, to address the Commission.

Melia Tsai, Aylee Baca and Niamh Adamis, local Girl Scout Troop 95528 are seeking approval to install anti-littering posters/storyboards in Polliwog Park. The Commission received a presentation by the cadet team, covering the description, proposed

implementation steps and deadline.

The cadets clarified their deadline as August 31st of 2025 which coincides with the last Polliwog Park summer concert. Chair Windes expressed concern about the cadets being able to meet their deadlines as the project is currently described. Vice Chair Komatinsky volunteered to assist the cadets and Director Leyman suggested that the cadets contact staff to discuss ways to expedite the project.

Chair Windes emphasized that learning about the governmental approval process will be a great experience in leadership, a goal of the award.

At 4:30 p.m., the Commission recessed to allow the cadets to exchange contact information with city staff and Vice Chair Komatinsky.

At 4:33 p.m. the Chair called the meeting back to order.

3. 25/0623.02 Consideration of North Manhattan Beach BID Holiday Stroll event with road closure.

SMA Robb summarized the staff report, emphasizing that the current proposal is modified from last year, in that the closure of Highland has been requested on a Sunday (December 7), instead of a Thursday and this eliminates the main objection in 2024. The staff recommendation is that the Commission accept input and approve or deny the request for Highland Avenue closure for the 2025 North Manhattan Beach Business Improvement District (NMBBID). A decision made at this meeting would be forwarded to the City Council for its July 15 meeting.

The Chair invited the applicant to address the Commission.

Jill Lamkin, Manhattan Beach Chamber of Commerce President and CEO, spoke in support of the NMBBID. The BID has agreed to be more flexible and is very excited as this is the first time the BID—having recently created an Association—will have the opportunity to generate revenue. By closing Highland, the BID can invite more vendors who will pay a fee to participate and earn revenue for their businesses.

Ms. Lamkin made the following points, responding to questions:

1) Purpose: This has created a lot of excitement for the North End – the ability to generate revenue, which will go towards marketing including promoting to the entire city.

2) Vendors: The number has not yet been determined but will de facto be limited through compliance with Fire Department safety regulations; Ms. Lamkin agrees that having games is a good idea, this being a family-oriented event. The BID has not mentioned having a no-fee policy for a community-based vendor (as described by Commissioner Schreiner) but this can be looked into and seems reasonable, especially if there is a precedent. The Chamber has paid for a few entertainment vendors in the past (e.g. petting zoo).

3) Safety: Overcrowding in some areas as has been described for past strolls is believed to be avoidable because, with the street closed, people will be more able to use sidewalks. An estimate for city police/fire expenses is expected to be worked into the proposal when reviewed by the City Council in July.

4) Parking: a real challenge; especially with the removal of a large parking lot due to construction of the "Highrose" project; a shuttle would be very expensive.

5) Impacts on North End businesses: The BID will consider booth layout and locations and possible impacts to adjoining businesses. While the middle of Highland is desirable in that it would free up space for businesses along Highland, this conflicts with fire/life/safety requirements for emergency response. Concerns of businesses about entrances or reduced visibility may be mitigated through pricing, marketing and setting the times, including setup and takedown.

6) Progress communication: While the BID is confident that the event can be fully planned and implemented in time, it agrees to report its progress to the Parks and Recreation Commission with details at the Parks and Rec meeting in July and possibly again in the fall.

Chair Windes called for public input.

Maya Brewer, MB Chamber Executive Coordinator, stated that options (e.g. smaller size event) can be considered but it is important for NMBBID to be recognized; feels under Jill's leadership this can happen successfully benefitting the whole city.

Ms. Bower confirmed that the pier fireworks is scheduled for the week following the north end stroll.

There being no other speakers, Chair Windes invited Commission discussion and a decision.

Commissioner Komatinsky noted her support for events that support the entire city; would like the BID to give a progress report to the Commission after receiving approval from City Council since this would be the first with the closure of Highland Avenue. Ms. Lamkin responded that this would be agreeable and also benefits the BID.

There was general consensus that, with the chamber's involvement in planning and with effective management, the proposal, as modified can be a success.

It was moved and seconded (Windes/Schreiner) that the Commission approve the subject North End event to allow the BID to pursue planning to meet their December date. The Chair asked for a hand vote, with the following result:

Ayes: (5) Aggarwal, Doran, Schreiner, Vice Chair Komatinsky, Chair Windes.; Noes: (0); Abstain (0); Absent (1- Zimbalist)

Chair Windes announced: motion passed 5-0-1 (Zimbalist absent, Allen recused which does not count as a vote). Commissioner Komatinsky reiterated her request that the Chamber encourage the NMBBID to update the Commission on its progress at the July Parks and Recreation Commission meeting and possibly in the fall.

Commissioner Schreiner suggested that parking may be available at Grandview school; Ms. Lamkin noted the BID will be looking into parking possibly at the Public Works Yard on Bell Avenue. She was advised that the armory will not be available.

4. 25/0324.02 Work Plan discussion

a. Park Master Plan. Commissioner Schreiner reported that the City Council strongly supported the Commission in adopting the final document. The Commission is very grateful for SRM McCollum's excellent stewardship. SRM McCollum thanked and congratulated the Commission on completing a very thorough updated Plan.

b. Pay 'N Play

Director Leyman reported: staff is working on cost estimates (including futsal option) ahead of submittal to City Council August 19. The recommendation will be to demolish the building and, on a temporary basis, install turf (until library needs assessment is complete). Options for a relocated dog run will also have cost estimates.

H. STAFF ITEMS

City Council Recap and Parks and Recreation Department Updates

Director Leyman reported on various items: Juneteenth (thank you to the entire team); Concerts in the Park (kick-off this Sunday); Leadership Manhattan Beach's millennium time capsule retrieval ceremony (June 28, 2 - 3 p.m.); Begg Pool kickoff party (July 4); Manhattan Beach Open Tennis Tourney (July 17 – 20); Parks and Rec summer team training (June 7); Summer program (began June 16); and new Finance Director (Libby Bretthauer, starts in July).

I. COMMISSION ITEMS

Older Adult Program Update – Commissioner Schreiner reported on the SAC election (Diane Campisi, re-elected, and Shala Smith, Laurel Schweneke, new). Commissioner Schreiner also provided details on older adult programming, June through August, and congratulated Older Adults Program supervisor Kari Bell for joining SAC member Powell on the LA County Older Adult Advisory Board.

School District Update: Commissioner Komatinsky noted little to report; graduation was 2 weeks ago and effective July 1, a new Principal at MBMS, Dr. Matthew Horvath.

Student Update – Commissioner Aggarwal, a rising senior, expressed concerns about changes to 0 period, Grad Night and speeding on Sepulveda especially at night. Regarding Sepulveda speeding, he suggested that the city might consider installing speed

humps as observed on Bluff Creek Road, in Playa Vista. The Commission, after clarifying his idea, suggested that, as traffic safety is not within the Parks and Recreation Commission purview, Commissioner Aggarwal attend or testify at a City Parking and Public Improvements Commission meeting or discuss with the City Traffic Engineer.

J. ADJOURNMENT

At 5:19 pm it was moved and seconded (Komatinsky/Schreiner) to adjourn to the meeting of July 28, 2025 at 4:00 pm; motion passed unanimously by voice vote.

DRAFT



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STAFF REPORT

Agenda Date: 7/28/2025

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Leyman, Parks and Recreation Director

FROM:

Mark Leyman, Parks and Recreation Director
Janeth Medina, Administrative Analyst

SUBJECT:

Parks and Recreation Commission Work Plan for 2025/2026.

DISCUSS AND PROVIDE UPDATES

RECOMMENDATION:

Staff recommends that the Parks and Recreation Commission discuss the 2025/2026 Parks and Recreation Work Plan items

FISCAL IMPLICATIONS:

Fiscal implications, if any, will be developed on a project-by-project basis and presented to the City Council as necessary.

DISCUSSION:

1. 2025/2026 Work Plan Updates:
 - a. Park Master Plan
 - b. Play N Play