

Parks and Recreation Commission
CALL AND NOTICE OF A SPECIAL MEETING
Monday, September 29, 2025
4:00 PM
City Council Chambers



APPOINTED OFFICIALS

Chair Tracey Windes

Vice Chair Karen Komatinsky

Commissioner Larry Zimbalist

Commissioner Roberta Schreiner

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.

CALL AND NOTICE OF A SPECIAL PARKS AND RECREATION MEETING

TO THE MEMBERS OF THE PARKS AND RECREATION OF THE CITY OF MANHATTAN BEACH:

NOTICE IS HEREBY GIVEN that the Director has called a Special Meeting of the Parks and Recreation Commission of the City of Manhattan Beach, California, to be held at Manhattan Beach City Hall, in the City Council Chambers, 1400 Highland Avenue, Manhattan Beach, California, 90266, at 4:00 PM on Monday, September 29, 2025, for the purpose of convening a meeting of the Parks and Recreation Commission. The agenda for the meeting is set forth below.

/s/ Mark Leyman
Mark Leyman, Parks and Recreation Director

/s/Tracey Windes
Tracey Windes, Commission Chair

Please note that members of the public will be provided the opportunity to directly address the Parks and Recreation Commission concerning the item(s) described below before the Parks and Recreation Commission considers such item(s). No other business shall be considered.

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 Office of the City Clerk for public inspection. Any person who has any question concerning any agenda item email lrobb@manhattanbeach.gov or mleyman@manhattanbeach.gov.

In compliance with the Americans With Disabilities Act, if you need special assistance to participate in this meeting, you should contact the Office of the City Clerk at (310) 802-5056 (voice) or (310) 546-3501 (TDD). Notification 24 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 City Council Meetings for the hearing impaired.

A. CALL MEETING TO ORDER

B. PLEDGE TO THE FLAG

C. ROLL CALL

E. APPROVAL OF MINUTES

- 1. This item Contains the Parks and Recreation Commission Adjourned Regular Meeting Minutes of July 28, 2025.
(Parks and Recreation Director Leyman).

[25-0456](#)

APPROVE

Attachments: [Parks and Recreation Commission Adjourned Regular Meeting Minutes of July 28, 2025](#)

E. CEREMONIAL

F. PUBLIC COMMENTS (3 MINUTES PER PERSON)

Please note that members of the public will provide the opportunity to directly address the Parks and Recreation Commission concerning the item(s) below before the Parks and Recreation Commission considers such item(s). No other business shall be considered.

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 or mleyman@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 3:45 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://www.zoomgov.com/j/1618115172>

Meeting ID: 161 811 5172

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: 161 811 5172

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

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

[25-0470](#)

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

K. FUTURE MEETINGS

October 27, 2025 - Monday - 4:00 PM

November 24, 2025 - Monday - 4:00 PM



CITY OF MANHATTAN BEACH

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

STAFF REPORT

Agenda Date: 9/29/2025

TO:

Honorable Chair and Commissioners of the

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 Commission Adjourned Regular Meeting Minutes of July 28, 2025.
(Parks and Recreation Director Leyman).

APPROVE

RECOMMENDATION:

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

Attachment:

1. Parks and Recreation Commission Adjourned Regular Meeting Minutes of July 28, 2025.

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

Monday July 28, 2025

4:00 PM

**Location: Zoom and City Manager's Conference Room, City Hall
1400 Highland Avenue**

- A. CALL TO ORDER** – Chair Windes called the meeting to order at 4:00 pm.
- B. PLEDGE TO THE FLAG**
- C. ROLL CALL**
Present (7): Commissioners Aggarwal, Allen, Doran, Schreiner, Zimbalist, Vice Chair Komatinsky, Chair Windes
Absent: None
Others present: Parks and Recreation Director Mark Leyman, Senior Management Analyst (SMA) Linda Robb.
- D. APPROVAL OF MINUTES**
1. This item contains the Parks and Recreation Commission Regular Meeting Minutes of June 23, 2025
It was moved and seconded (Komatinsky/Schreiner) to approve as submitted; motion passed 7-0 by voice vote.
- E. CEREMONIAL – None**
- F. AUDIENCE PARTICIPATION (3-Minute Limit)**
Jill Lamkin, Manhattan Beach Chamber of Commerce President and CEO, updated regarding the North Manhattan Beach Business Improvement District (NMBBID) 2025 Holiday Stroll (Sunday, December 7, 5-9 pm) answering Commissioner inquiries. She noted, as approved by City Council, Highland Avenue in the vicinity of the event will be closed to vehicles. Advance notices will be sent to nearby residents and other citywide marketing and advertising is planned. Ms. Lamkin responded to commission inquiries in terms of the expected number of vendor tents (32) and located only on one side of Highland; attendance expected to exceed that in 2024 (> 1,000). A permit application has been filed with LA County Supervisor Mitchell's office to hold a 5K on the beach prior to the stroll to generate foot traffic; interest has been expressed by Rachel Thompson (Hometown Fair 5K) to run the beach 5K.
- G. GENERAL BUSINESS**

2. 25/0324.02 Work Plan discussion

a. Park Master Plan. No report – no new information available.

b. Pay 'N Play

Director Leyman updated: staff, with Public Works, is finalizing cost estimates; scope options will include a futsal court and relocated dog run. The City Council meeting on September 2nd is targeted to present final cost estimates; council will be asked at that time to authorize demolishing the existing structure and installing temporary turf—until the library needs assessment is completed and the council can make a decision on a permanent use of the site.

As part of the needs assessment process a community survey will be launched next month; the demolition and turf installation should not have any impact on that assessment and the initial survey feedback in August should align with and inform ultimate decision making for the site. Staff will obtain and provide a timeline for the demo/turf work.

The Commission further discussed; it is hoped that 3 carrotwood trees near the dog park can be preserved during the demo and existing concrete walks should remain as they maintain access to athletic fields. It is hoped that a small area for dogs made with temporary fencing can be maintained.

Commissioner Zimbalist updated regarding Sand Dune Park: an RFP for competitive bidding is being prepared for the final construction design (work specs) and construction documents; these are final cost estimates and included in the pricing will be additional playground swings, but as stated prior, sufficient fall zone areas will be needed for safety, for additional swings.

Commissioner Komatinsky asked and discussion briefly followed as to whether there may be an interest in initiating a visioning process to explore upgrading other parts of Marine Avenue Park. Director Leyman opined that, while there could be discussion for improving certain parts of the park (e.g. repurposing the sunken area) as this has already been discussed through the updating of the Parks Master Plan, Marine Avenue Park is currently functioning very well and, given other higher City Council priorities, such a program as suggested, would have to come from City Council. Commissioner Windes endorsed the concept of converting Rocketship Hall to an eastside library facility. Commissioner Komatinsky emphasized that Marine Avenue Park feels underutilized in some areas and feels that there needs to be very wide community input when having a conversation for long-term use of the park. Director Leyman noted that this should be addressed through the library needs assessment.

H. STAFF ITEMS

Director Leyman reported:

- Annual Community Art Exhibition: opened last July 25, all-time high attendance of over 650; many wonderful artworks.

- International Surf Festival: kickoff this July 30; competitions: 6-man on Friday, Saturday, Junior 6-man on Sunday plus other events: visit surffestival.org.

City Council Recap and Parks and Recreation Department Updates - none

I. COMMISSION ITEMS

Older Adult Program Update – Commissioner Schreiner reported on information provided at the July 8th Senior Advisory Board meeting, including downtown parking updates, e-bike traffic enforcement challenges, Rotary Club news, a visit from former Library Commissioner Janet Jones regarding her kindness for kids non-profit initiative, and reporting that long time Cty library branch manager Josh Murray will be leaving the City for the County’s West Covina library.

School District Update: Commissioner Komatinsky updated that a new principal and assistant has been hired at the middle school.

Student Update – Commissioner Aggarwal updated regarding Mira Costa happenings including a recent student parking lottery for seniors; coed swim team record-breaking achievements in a recent CIF championship meet, and finally, his 3-week internship in Washington, D.C. for Representative Josh Gottheimer, a tremendous experience.

The Chair confirmed that the Commission will be “dark” in August.

J. ADJOURNMENT

At 5:00 pm it was moved and seconded (Zimbalist/Komatinsky) to adjourn. Motion passed unanimously by voice vote.



CITY OF MANHATTAN BEACH

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

STAFF REPORT

Agenda Date: 9/29/2025

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:

Discuss Parks and Recreation Work Plan items approved by the City Council at the February 25, 2025 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 25, 2025, 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.

- **Pay N Play** - (Windes, Schreiner, Doran) City Council directed staff to determine programming costs, revenue projections and long-term options (ie. Demolition of building), returning to City Council for direction.
Community input meeting held on December 7, 2024, attended by approximately 10 people.
An online survey was conducted resulting in 909 responses. 76% of respondents are Manhattan Beach residents. 76% of respondents are between 18-54 years old. 52% of

respondents preferred a futsal court, followed by 12% supporting a pickleball court. This project is on the CIP list and will be reviewed by City Council after the library needs assessment is completed.

At its October 7, 2025 meeting, City Council will consider approving the demolition of the Pay N Play structure and reurfing the area to temporarily open it up as open space to the public. The area would remain turfed until the library needs assessment is complete, a new project is confirmed, and construction begins.

Removed from workplan:

- Polliwog Park Dog Run - Completed May 2025.
- Parks Master Plan - update approved by City Council June 2025.