



Agenda Item #: \_\_\_\_\_

# Staff Report

## City of Manhattan Beach

**TO:** Honorable Mayor Tell and Members of the City Council

**THROUGH:** David N. Carmany, City Manager

**FROM:** Richard Gill, Parks & Recreation Director  
Idris Jassim Al-Oboudi, Recreation Services Manager  
Gina Allen, Recreation Services Manager  
Jessica Vincent, Recreation Supervisor

**DATE:** February 21, 2012

**SUBJECT:** Discussion of Sand Dune Park Operations; Approval of Permanent Fencing on the Top and Bottom of the Sand Dune Hill; and Appropriate \$50,000 from the Capital Improvement Project (CIP) Funds.

---

### **RECOMMENDATION:**

Staff recommends City Council approve the recommendations from the Parks and Recreation Commission to:

1. Approve the installation of a permanent 6-foot high sand-colored vinyl coated chain link fence for the top and bottom of the sand dune.
2. Appropriate \$50,000 from the Capital Improvement Project (CIP) fund for fence installation.

### **FISCAL IMPLICATION:**

The cost of a 6-foot sand-colored vinyl coated chain link fence for the top and bottom of the Sand Dune is \$50,000. Staff recommends the City Council appropriate \$50,000 from the CIP fund if the recommendation from the Parks and Recreation commission is approved.

### **BACKGROUND:**

During the City Council meeting on October 18, 2011, City Council directed staff to make the following changes to the reservation system at Sand Dune Park, while maintaining a maximum of 20 reservations per time slot:

- Add new reservation time slots Monday through Thursday during the lunch hour from 12:30-1:30 p.m. and Saturday afternoons from 12:30-1:30 p.m., 3:00-4:00 p.m., and 4:30-5:30 p.m. (based on daylight savings time).

- Develop an Older Adult Usage Pass where adults 55 years and older may use the dune without a reservation at no charge as long as there are never more than 20 people on the dune at any one time. The Older Adult Usage Pass was implemented on December 5, 2011.
- Create a monthly membership pass for a maximum of 50 participants, where members have unlimited access to use the dune during any scheduled reservation time slot as long as there are never more than 20 people on the dune at any one time. The monthly membership passes went on sale December 18, 2011 for the month of January.

The cost for the monthly membership passes is \$20 per month. The passes are available to use from the first to the last day of the month, and are available to purchase 15 days prior to the first of the month. Sales are stopped three days prior to the first of each month. Monthly memberships began January 1, 2012.

To ensure online reservations are honored, sand dune participants and older adults are allowed on the dune 10 minutes after each reservation time slot if the maximum capacity of 20 has not been reached.

In addition, City Council directed staff to hold community meetings to receive input from the community regarding the following:

- Whether or not to replace the fence at the top and bottom of the dune and if so, what color?
- Should Sunday reservation time slots be added, and if so, what times?
- Should an early morning reservation be added prior to the 8:00 a.m. time slot Monday through Friday?

City Council directed staff to provide a presentation reporting the outcomes from the community meetings to the Parks and Recreation Commission meeting on January 23, 2012, and to accept direction from the Parks and Recreation Commission as to how to proceed with the input received from the community.

#### **DISCUSSION:**

Staff held two community outreach meetings on December 7 and 14, 2011 to in order to receive input from the community. Staff presented notes from the meetings to the Parks and Recreation Commission on January 23, 2012.

To inform residents of the community meetings, staff:

- Posted the meeting notification on the City Calendar on November 23, December 7, and December 14, 2011 (Attachment A).
- Sent email blasts to all participants who participate in the City programs on November 21 (11,021 emails), November 28 (11,572 emails), and December 5, 2011 (11,590 emails) (Attachment B).
- Sent emails to participants who have made an online Sand Dune reservation (5,193 emails) on December 1, 2011 (Attachment C).
- Placed ad in the *Beach Reporter* on December 1, 2011 (Attachment D).

- Posted flyer at Sand Dune Park on November 28, 2011 (Attachment E).
- Mailed postcards to residents residing within 1,000 feet of Sand Dune Park on November 28, 2011. (Attachment F)

On all community outreach notifications, it was noted that “Input from meetings will be presented to the Parks and Recreation Commission on January 23, 2012”. In addition, staff notified dune users and residents of the Parks & Recreation Commission meeting through an email blast (Attachment G) on January 19, 2012. Sand Dune users and residents who attended the December 2011 community outreach meetings were also notified through the email blast.

Staff provided the input denoted below, which was received from the community during the community outreach meetings, to the Parks & Recreation Commissioners during the January 23, 2012 meeting:

- *Replace the fence with one that is more aesthetically pleasing.* Approximately 30 attendees attended the meetings and the majority of attendees recommended that the existing fence be replaced with a **tan** or **sand-colored** chain link fence that is more durable and aesthetically pleasing.
- *Do not expand the reservation time slots to Sundays or add an additional time slot for reservations before 8:00 a.m. Monday through Friday.* The majority of attendees were opposed to expanding the time slots to Sundays.

**CONCLUSION:**

In summation, the Parks and Recreation Commissioners and staff believe there should be not additional changes to the current reservation system and support the neighborhood recommendation to replace the existing fence with a permanent 6 foot high sand-colored chain link fence at the top and bottom of the dune and leave existing fencing in place on the north and south sides of the dune.

**ATTACHMENTS:**

- A. Posting of the notification on the City Calendar on November 23, December 7, and December 14.
- B. Copy of the email blasts that were sent to all participants in City programs on November 21, November 28, and December 5.
- C. Copy of email sent to sand dune participants on December 1.
- D. Copy of advertisement that was placed in the *Beach Reporter* on December 1.
- E. Copy of flyer posted at Sand Dune Park on November 28
- F. Copy of postcards mailed to residents who reside within 1,000 feet of Sand Dune Park on November 28.
- G. Copy of email sent to sand dune users and residents on January 19, 2012.