

**CITY OF MANHATTAN BEACH  
MINUTES OF THE PARKS AND RECREATION COMMISSION  
SPECIAL MEETING**

September 9, 2013  
6:30 p.m.  
Police/Fire Conference Room

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The meeting was called to order at 6:38 p.m.

**ROLL CALL**

Present: Commissioners Rothans, Cajka, Allard, Hersman.

Absent: Commissioners Allen, Manna, Miketa.

Others Present: Director of Parks and Recreation Mark Leyman

**APPROVAL OF MINUTES**

None.

**CEREMONIAL**

None.

**AUDIENCE PARTICIPATION**

None.

**GENERAL BUSINESS**

13/090901 – Manhattan Beach Historical Society Eagle Scout Project to restore a Real Estate Office and locate it at Polliwog Park

Commissioner Rothans requested to give a brief intro to the Commissioners who were not present at the previous meeting. He stated Hunter Bernard, who is an Eagle Scout candidate and his father made a presentation at the last meeting concerning the relocation of the Historic Real Estate Office from the City yard, where it currently exists to Polliwog Park. He stated that unfortunately it was not on the agenda at the last meeting so the Commission was able to listen to the presentation, but could not take any action on the item. He stated the project has experienced delays over the last year and Commissioner Rothans suggested the Commission set a special meeting, and if the Commission has a quorum, could help the Eagle Scout in the process. It doesn't necessarily mean the Commission will pass or approve the proposal it would at least get the item moving quicker and get it on the agenda.

Commissioner Rothans stated last Thursday he met with Hunter and his father Brett, as well as Mr. Leyman, to view and inspect the actual Real Estate Office at its current location at the City yard and stated the interior measures about 12X14 feet. Then the group went to

Polliwog Park to look at some possible locations where the structure might be located. With that, Commissioner Rothans invited Hunter to speak.

Hunter began by thanking the Commission for having this special meeting and also thanked them for their time. He stated he is Hunter Bernard and here on behalf of his Eagle Project, which is restoring the Historic Real Estate Office, and the Historical Society and stated Mr. Gary McAulay, President of the Historical Society, could not attend today because he is on vacation.

Hunter began his presentation: The Manhattan Beach Historic Real Estate Office Restoration - This is the Manhattan Beach Real Estate Office or the MBREO as it exists today in all its splendor and beauty and showed the Commission pictures of the structure and stated it is one of the buildings if not the actual building. He described the building color as a whitish color with lettering with a different color trim and stated this is how it looked possibly when it was built between 1912 and 1920. He stated the goal is to restore this documented Historic Real Estate Office and city treasure to its former appearance and relocate it next to the Manhattan Beach Historical Society's Little Red School House situated at Polliwog Park.

He continued by stating the Manhattan Beach Historic Real Estate Office was originally on the strand and active for many years as a Real Estate Office sometime around 1912. Later it was moved to downtown right next to Vons Supermarket. It remained there until last year, and then it was moved to the City yard where it, presently awaits restoration so that future generations can view and enjoy it and the Manhattan Beach Historical Society can employ it as a resource in the City's historic collection.

Hunter stated the Real State Office's footprint is about 12X14 feet and approximately 13 feet high at its peak. It is remarkably well preserved despite first appearances for a building nearly a century old with most of the original redwood structure and other elements intact, but it will require loving restoration, including refinishing the exterior with sensitivity to paint refurbishment, replacing the roof shingles, refurbishing with historically accurate, if not original, windows and entrance doors, weather proofing, which is inserting in the insulation and drywall into the interior, providing for interior electrical supply, and painting the exterior with historically accurate advertising like the signs shown in the photograph earlier.

He stated the Manhattan Beach Real Estate Office exterior suggests an historical representation off-white base color and undetermined darker color trim and will have historic signage. For example, oceanfront lots, \$50 down and \$10 per month. Additionally, a sand colored concrete pad like the sand dunes it was originally on.

Hunter stated the work will be accomplished by volunteers from the Boy Scouts and the adult leaders of the Boy Scouts, the Manhattan Beach Historical Society members, and restoration and building professionals. He stated all the leadership and supervision will be provided by him for his Eagle Project and he will consult with select restoration professionals as well to determine what needs to be done. He stated the funding will be done by him and the Historical Society with exception of the building base. In addition, the Manhattan Beach Historic Real Estate Office would likely require the placement of a concrete pad with utility connections hopefully provided by the City. Approvals required

are the Manhattan Beach School District, which is already approved, the Parks and Recreation Commission, recommendation to the City Council for project approval including location of the Manhattan Beach Real Estate Office in Polliwog Park, and where the restoration work should be accomplished per City Council and include a waiver of City required fees, and BSH Troop 849 Pacific District.

He stated this is a proposed location at Polliwog Park, which is near the present location of the Manhattan Beach Historical Society building or Little Red School House. The first alternative to have the building placed is across the small Manhattan Beach Historical Society parking lot and upon the present open grass area. The second alternative is to place it where the yellow container is right now, but make it perpendicular to that and horizontal across the parking lot. He stated they looked at the location last Thursday and found out the parking lot does fit quite well and the only thing is some parking spaces might have to be sacrificed at the rear. He stated this is the preferred option because it wouldn't take away from grass area and instead would only take parking spots that are only used in the summer for Concerts in the Park.

Hunter then presented pictures of the two options to Commissioner Rothans and the rest of the Commissioners and stated the second option is the preferred location. He stated restoration locations would be Option 1: Restoration of the exterior at its present location at the City yard and then transport it to Polliwog Park with interior work to be completed on-site. Option 2: All work to be accomplished on site at Polliwog Park. This is the preferred option because it is a lot easier to access it on weekends instead of having to sign-in at the City yard.

He continued by stating that preservation of the city's historic resources is often expressed by Manhattan Beach citizens and leaders as a desired strategic goal. Hunter stated he hopes the Commission will agree and will recommend approval of this joint Manhattan Beach Historical Society and Eagle Scout Leadership Service Project and thanked the Commission for their time, consideration, and hope their support. He asked the Commission if they had any questions or comments.

Commissioner Rothans thanked Hunter for his presentation and stated it was very good and asked Hunter, because the Secretary is not present, if he could use the recording device as a microphone and repeat questions before he answers and Hunter stated, yes.

Commissioner Hersman stated it sounds interesting, and as a former Girl Scout Leader who did Gold Award projects knows how important these projects are to the Boy Scouts. Her one thought is the signage on the building she saw in one of the pictures and what it possibly looked like way back when. She stated for lack of a better word, it would look a little cheesy in the park. She stated there is a nice Little Red School House and everything is nice and green and stated the painting on the building didn't give her a good feeling. Hunter stated he understood. Commissioner Hersman then asked Hunter what he thought. Hunter stated whatever people prefer and stated the signage would be a cool historical tribute, but it could be inside the building and stated a display was planned for the interior.

He stated there could be a picture of the building in photo shop on the letters and state this is what it looked like back then. Commissioner Hersman agreed that was a good idea. She

asked if the big yellow bin in Polliwog Park would be moved and several Commissioners stated it has already been removed.

Commissioner Hersman stated Parks and Recreation was mentioned and asked about Public Works, wouldn't they be involved with utilities and would there need to be approval through the Commission. Mr. Leyman stated he received feedback from Planning and Building and he also spoke with Public Works. Public Works stated they did not have any concerns and wanted to know specific resources the project would need. Mr. Leyman stated there has been discussion about a concrete pad and stated they preferred that the renovations be done at Polliwog Park. Mr. Leyman stated Planning had no specific issues and Building did have certain conditions the project would need to meet. He stated the shed cannot obstruct a handicap spot and stated in this case it would not. He stated that when the footprint was looked at, it was one full spot, and stated it would be better to take two spots so there is a little bit of pathway if the park was being utilized. Mr. Leyman stated the shed must be ADA accessible and stated this is a new item and will have to be discussed and added into the City Council staff report and would be an additional resource that Public Works will have to look at and determine what would it take to make it ADA accessible. Commissioner Hersman stated, like a ramp, and Mr. Leyman stated, exactly. Mr. Leyman continued by stating the path of travel to the shed cannot be behind parked cars and stated he didn't think this would be an issue. Mr. Leyman stated the biggest or specific add-on would be the ADA accessibility for this project.

Commissioner Bret Bernard stated the concern Mr. Gary McAulay had, was not only the City forgive the fees, but that Public Works construct the building pad or in essence a contribution of City funds.

Commissioner Hersman asked if Cultural Arts would be involved and stated the project had a Cultural Arts spin to it and Mr. Leyman stated, no. Mr. Leyman stated if the project had an artistic element to it. Commissioner Hersman stated if you add the signage to it you would have an artistic element.

Mr. Bret Bernard stated that Mr. Gary McAulay's intent was of course, to have it ADA accessible for workers, it was to be closed and used for a storage facility where he could move items from the Little Red School House and not be accessible to the public inside. He continued by stating Gary McAulay would want to have the signage on the exterior of the building only because it would represent the historical nature of the building and that doesn't mean a compromise can't be reached, and maybe put the sign on the side facing away from the street. He stated he thinks that would be Gary's response if he were in attendance.

Commissioner Allard stated the project has the approval of the School Board and asked if Hunter had it in writing. Hunter stated he was not involved during that time and stated it wasn't an Eagle Project.

Commissioner Allard stated City Council is going to want to know that information. He continued by asking if the request is to have the City pay for the concrete pad and Hunter stated, yes. Commissioner Allard stated that City Council is going to want actual costs to do the work and materials and how much the fees are that would be waived. This should all be in a staff report to City Council.

Commissioner Cajka asked Hunter if he had a budget for the project and Hunter stated he had one, but it went over budget. He stated they had been working with David White and he had gone over budget to have an event after completion. Hunter stated he didn't have a clean perfect budget, but stated the cost of restoration was approximately \$10K.

Mr. Bret Bernard stated probably upward of \$10K to \$20K to include the value of materials and labor contributed and stated as Commissioner Rothans knows, as part of his effort for his Eagle Project, he has to get City approval as well as Boy Scout District approval to include the full estimation process, and once he gets a "thumbs-up" to proceed, then meet with a contractor who is going to help him with this and then he can get a real line item of what all the costs will be.

Commissioner Rothans stated that the estimate should include the slab and all the fees.

Commissioner Cajka commented that he hopes the Commission can push this project through for Hunter.

Commissioner Hersman asked Hunter if he was doing fundraising and if he had sponsors. Hunter stated his plan is to ask local Manhattan Beach business for support like Sketchers, Creamery, or small businesses.

Commissioner Hersman asked what happens if he cannot raise \$20K and Hunter stated he would try harder. Commissioner Hersman asked when would he have to get the project done and Hunter stated he is 15 ½ years old so he has a few years to complete the project.

Commissioner Rothans stated he has several questions for Hunter and understands that Hunter has been working with Mr. Gary McAulay who is the President of the Manhattan Beach Historical Society and currently on vacation and may be able to answer more of these questions. He continued by asking Hunter or his Father if it was envisioned there would be working electricity in the structure and Hunter responded yes, at least one light on the inside for the storage and maybe a security camera on the outside to make sure the building is not vandalized.

Commissioner Rothans asked if the electricity is going to be tied to the Historical Society building school house and Hunter and his Father were not clear. Commissioner Rothans asked who would be paying for the electricity the Historical Society or the City. Mr. Brett Bernard stated he did not know and stated they would need to find out. He stated, as Commissioner Allard has suggested, they would need to add that to the list. Mr. Brett Bernard stated, even though it is School District property the Little Red School house is operated by the Historical Society it is actually owned by the City as are all the collections and stated they were not aware of this until they started putting the project together. Mr. Brett Bernard asked Mr. Leyman if the City actually pays the electric bill and Mr. Leyman stated he will review the current agreement and will follow up with Public Works to determine the billing.

Commissioner Hersman stated not only with regard to electricity, but any maintenance you might anticipate for the facility might be built-in because City Council will ask who is going to maintain it, who is going to pay for the electricity, cost to the City if someone

graffiti's it, and sustainability of it. She stated it is one thing to move it, but another thing to take care of it. Hunter agreed with Commissioner Hersman.

Commissioner Rothans stated the Commission should exercise their diligence and ask all the right questions and get all the right answers so that when it is sent to the City Council for approval all the information will be provided. He also stated he didn't want it to be sent back and lose time by not asking the questions.

Commissioner Rothans stated one of the things that needs to be addressed is who is going to pay for the electricity to be installed and who is going to pay the electricity going forward and Hunter stated he understood.

Commissioner Rothans asked Hunter if he was looking to have water in the structure and Hunter stated, no. Commissioner Rothans stated bringing in plumbing issues would add additional costs.

Commissioner Rothans asked if the City is to pay for the transportation of the structure. Hunter stated the Historical Society paid to have the structure moved from next to Vons to its current location at the City yard and stated he wanted to use some of his fundraising to pay for the move from the City yard to Polliwog Park.

Commissioner Rothans asked Mr. Leyman to please include any transportation effort from the City yard to Polliwog Park would be at the expense of either the Eagle Scout fundraising or the Historical Society.

Commissioner Hersman asked who owns the building and general discussion ensued.

Commissioner Rothans stated it was his understanding, based on Mr. McAulay's appearance at the last meeting, it was donated to the Historical Society by the people who were going to demolish it.

Commissioner Hersman stated it might be a question for an attorney because if the City owns all the historic collections and the Little Red School House and stated it was a good question for the City Attorney.

Commissioner Rothans stated that his fellow Commissioners have already raised this issue, but whatever you expect the City to pay for in terms of materials, cement, and the concrete pad, there needs to be a cost estimate in the staff report so the City knows what they are approving to include an estimate for labor.

Commissioner Hersman stated she had a concern this \$20K structure was going to be used for storage and the City Council's reaction to that and stated what is the difference between this project and the little yellow bin that was there. She continued by stating in terms of her question on the signage, the thought there would be cool pictures inside of early houses and how much they cost and that type of information that is all part of the history of the City as opposed to just the outside of the building.

Commissioner Rothans agreed with Commissioner Hersman and asked Hunter to talk to Mr. McAulay and have some other options and when it goes to Council one option could

be for storage for the Historical Society another option could be a wedding chapel and stated he doesn't know what else it could be used for.

Commissioner Hersman stated it could be a little museum and the City Council might like the idea and agree to provide funds for it or may not. She also stated instead of all the big signage on the building maybe one of the walls, not facing the front, have all the historical elements with pictures so when people walk around the building they will see it.

Commissioner Cajka asked what was inside the historic Little Red School House and Commissioner Allard stated there are historical documents, furniture, pictures, and china of the history of Manhattan Beach.

General discussion ensued with regard to placing the structure and its historic value.

Commissioner Cajka stated he would not support the project unless it was an historic building dating back to 1912.

General discussion ensued as to restoring the inside and the outside of the building and all the Commission agreed.

Commissioner Rothans stated who would be in charge of maintenance and this needs to be included in the cost.

Commissioner Hersman stated plantings should be included as well.

Commissioner Rothans asked would the Parking and Public Improvement Commission (PPIC) need to be consulted or would they be insulted if they are not included in this analysis if 2 parking spots would be taken away for the project.

Mr. Leyman stated he would check with the Community Development Director but did not believe the PPIC would need to be contacted.

Commissioner Hersman stated if two spots are being taken away is that going to impact the percentage of the handicap spaces.

Commissioner Rothans stated so if the parking spaces were on the street like Manhattan Beach Blvd and 2 spaces were being removed then would PPIC be consulted and Mr. Leyman stated, correct.

Commissioner Allard stated that prior to this item going to City Council that along with the staff report, documentation is going to be needed from the School District authorizing the placement of the structure.

Commissioner Cajka stated along with ADA accessibility, if the structure is going to be used for storage, is the ADA accessibility necessary and stated if the public would be going inside it would need a ramp and hand rails, and the UBC requirements.

Commissioner Rothans stated that logistically the reason the Commission is holding this special meeting is because Mr. Gary McAulay signed something on behalf of the Historical

Society with the Public Works Director by which he agreed to remove it from the City yard within one year and that one year will expire the end of this month September.

Commissioner Rothans stated that is why this meeting was scheduled sooner and asked his fellow Commissioners to agree to ask Mr. Leyman to ask the Public Works Director to see if they could get a 90-day extension allowing the structure to stay at the City yard while this is still being reviewed at the Parks and Recreation Commission level and then submitted to the City Council.

General discussion ensued regarding the 90-day extension and what the provision was between Mr. McAulay and the Public Works Director and Mr. Leyman stated he would contact the Public Works Director and report back to the Commission.

The Commission took a brief recess.

MOTION: Commissioner Rothans asked the Commission for a consensus to agendize this item for the next formal meeting September 23<sup>rd</sup>, and asked Brett Bernard and his son Hunter Bernard to return for that meeting along with Gary McAulay and make another presentation filling in the gaps of what was missing today, primarily the cost issue for Hunter and his Scout Troop, the cost issue from the City's perspective for the cement or concrete pad, provide documentation of who owns the building, maintenance costs of the building going forward depending on who owns the building, bring the actual documentation from the School District authorizing approval to place the structure at the location, and address all issues raised at this meeting. Commissioner Allard seconded the motion.

Ayes: Commissioner Rothans, Cajka, Allard, Hersman.  
Noes: None.  
Abstain: None.  
Absent: Commissioners Allen, Manna, Miketa.

Commissioner Hersman made a suggestion to Hunter with regard to fundraising that perhaps he could provide a plan with regard to his fundraising effort and suggested he get commitments with a timeline and a plan with structure and provide that to the Commission. Hunter agreed.

Commissioner Rothans suggested to also bring the Troop approval as well.

Mr. Leyman requested that prior to bringing the item to City Council that the Eagle Scout project be vetted and formally approved. Also, the current Historical Society agreement language could be updated to reflect the new buildings on site.

Commissioner Rothans requested that the minutes be provided to the Commission as soon as possible prior to the next meeting. Mr. Leyman suggested action minutes could be provided and stated that Ms. Blanco is working several sets of minutes at this time and it was a tall order. Commissioner Rothans suggested Hunter provide a hard copy of the Power Point presentation to attach to the minutes.



General discussion ensued and it was suggested that full minutes be provided to the Commission as soon as possible prior to the next meeting.

**COMMISSION ITEMS**

None.

**STAFF ITEMS**

None.

**ADJOURNMENT**

The meeting was adjourned at 7:58 p.m.