

**CITY OF MANHATTAN BEACH**  
**MINUTES OF THE PARKS AND RECREATION COMMISSION**  
**Manhattan Beach City Hall**  
**1400 Highland Ave.**  
**Manhattan Beach, CA 90266**  
**August 25, 2014**  
**6:30 PM**

CONTENTS

**A. CALL TO ORDER**

The meeting was called to order at 6:30 PM.

**B. PLEDGE TO THE FLAG**

**C. ROLL CALL**

Present: Chairperson Rothans, Commissioners Allen, Allard, Jones and Zaun

Absent: Commissioner Paralusz

**D. APPROVAL OF MINUTES**

Commissioner Manna moved to approve the July 28, 2014 minutes with the following correction requested by Chairperson Rothans. The motion was seconded by Commissioner Allard.

Ayes: Chairperson Rothans, Commissioners Allen, Allard, Jones and Zaun

Nays: None

Abstain: None

Absent: Commissioner Paralusz

**E. CEREMONIAL**

none

**F. AUDIENCE PARTICIPATION (3-Minute Limit)**

Chairperson Rothans opened the floor to audience participation.

Seeing none, the floor was closed.

**G. GENERAL BUSINESS**

none

**H. COMMISSION ITEMS**

- **Discussion of "Picnic to Salute our Troops"** - Chairperson Rothans met with Councilman Lesser who was in support of the idea. Chairperson Rothans reminded that the Commission is advisory in nature and that the Commission would be making a recommendation to the City Council for consideration of the event and approval to proceed with the planning of the event.

Chairperson Rothans repeated a suggestion that an event could be held in conjunction with Concerts in the Park. Commissioner Allen stated that it might take away from the focus on the Veterans. Chairperson Rothans requested that when the recommendation is made to the City Council, that it not be limited to Concerts in the Park but that making it a Concert in the Park event would be very cost effective.

Commissioner Allard stated that in the past, a military band was invited to play one of the Concerts in the Park dates.

Commissioner Manna gave consideration to all the different holidays and said that there are many things to consider. He stated that it doesn't necessarily have to be on a specific holiday but could be any day. He also stated that if it were to be a Concert in the Park event, perhaps it could be one with two bands, a military band playing first, followed by another band.

Commissioner Jones would like to get the community involved by bringing in Manhattan Beach Students and have history classes each adopt a veteran. The Veterans and students would then meet each other on the day of the event to add an extra layer of meaning to the event.

Commissioner Zaun supported Commissioner Jones' idea and also likes the idea of combining with Concerts in the Park.

Commissioner Jones asked how specific the commission should be when making the recommendation to Council. Chairperson Rothans stated that a more general recommendation is more likely to succeed.

Commissioner Manna suggested that the Armory might be a good place to hold the event. Chairperson Rothans thought that the Armory might be a little removed for the general public, Commissioner Zaun thought it might be confusing, Commissioner Allen thought it might not be a good draw for the general public and Commissioner Jones was intrigued at first but then thought the location might be more of a detriment.

Commissioner Jones suggested that Northrup Grumman would have an interest in sponsoring.

Chairperson Rothans recommended that the following options be presented to the City Council: Armed Forces Day (3<sup>rd</sup> Saturday in May), 4<sup>th</sup> of the July (Concert in the Park option) and Veteran's Day.

Commissioner Jones thought that video clips by students would be a nice addition.

Commissioner Manna asked if this would be proposed as an annual event. After discussion, it was decided that the event should be presented as a picnic with no reference as to whether it would be a one time or annual event. The success of the event would determine whether or not it would be repeated.

The Commissioners discussed the following options:

- **Potential sponsors** – Northrup Grumman, SpaceX, Rotary, Kiwanis, Lions Club, Elks Club, VFW, American Legion, MB Police Officers Association, Skechers, Chevron, SpaceX
- **Food** – Cake, shave ice, Bristol farms, Whole Foods, sundae bar, beverages, popcorn. Attendees would bring their own picnic.  
Commissioner Manna expressed concern about lines for food
- **Decorations** – banners; red, white and blue balloon gateway
- **Costs** – Commissioner Manna suggested that the commission come up with a best case scenario and then based on budget, peel away accordingly. He suggested a

display of artwork at the Creative Arts Center or Historical House. Director Leyman stated that would be under the jurisdiction of the Cultural Arts Commission that could be approached when the time comes.

Commissioner Allen moved to approve that the Parks and Recreation Commission seek authorization from the City Council to explore the scheduling of such an event, to be entitled, "Salute to the Troops Picnic." The motion was seconded by Commissioner Allard. The motion passed.

Ayes: Commissioners Rothans, Allen, Allard, Manna, Jones and Zaun

Nays: none

Abstain:none

Absent: Commissioner Paralusz

Chairperson Rothans will draft the proposal in order to get the item on the City Council Agenda as soon as possible.

- **Commission Employee Recognition program/event** – Commissioner Jones attended the staff appreciation BBQ and thought it was a very positive and wonderful event. Commissioner Allen agreed that it was a good event. Chairperson Rothans asked Director Leyman if there is any interest in a quarterly or annual recognition event. Director Leyman stated that it is very difficult to find a date and time for training and recognition. The goal is to have two department trainings a year. Director Leyman thanked the Commissioners for attending the BBQ and for the prize donations. Director Leyman stated that it is very difficult to find a time when all the employees can attend functions. Commissioner Manna asked if it would be possible to invite the department to a commission meeting, have pizza at the meeting and maybe do some recognition. Chairperson Rothans would like to have a separate recognition event even if it was scaled down to a pizza party at Round Table to let the staff know they are appreciated and to raise morale. Commissioner Jones likes both ideas. Commissioner Zaun liked the idea of a casual event at Round Table. Commissioner Allen asked when would be the best time. Director Leyman stated that the lunchtime hour is best because different shifts are able to attend.
  - Commissioner Jones moved to proceed to schedule a pizza party appreciation event with management consultation. Commissioner Allen seconded the motion:
    - Ayes: Chairperson Rothans, Commissioners Allen, Allard, Jones and Zaun
    - Nays: none
    - Abstain: none
    - Absent: Commissioner Paralusz

## I. STAFF ITEMS

- Update on Parks and Recreation Department programs and events – Director Leyman thanked the Commission for attending the appreciation BBQ and stated that the commission is invited to observe all events.
  - Concerts in the Park will end August 31 – Hard Day’s Night was very well attended
  - One more week of summer camps – staff is finding that as much as 25-30% of registrations are done last minute. This presents a challenge with the contractors but most were able to adapt to the last minute registrations.
  - Overall the Parks and Recreation programs had a successful summer.

Chairperson Rothans inquired about the new Neil Diamond act for Concerts in the Park. Director Leyman stated that the reviews were mixed but largely positive. Director Leyman also stated that the sound for the concerts this season was improved from years past.

Chairperson Rothans asked to be informed of the dates of the Pumpkin Race. Commissioner Allard stated that there should maybe be a challenge from the Commission to the City Council for the Pumpkin Race. Chairperson Rothans would like to discuss this at the next meeting.

Commissioner Jones asked if the department has ever done focus groups to ask moms why they might be registering so late. Director Leyman stated that Recreation Services Manager Gina Allen is reaching out to PTA's, Mom's groups, etc. to survey them.

- Update on Parks and Recreation Department program statistics – Director Leyman stated that he would like to bring updates on the different divisions on a quarterly basis.

Commissioner Zaun stated that he had asked the Zisette family if they would be open to naming the skateboard park after Mason Zisette if built. He also stated that his connection at Skechers may be able to sponsor a skateboard park. Commissioner Jones and Zaun sent an email to Mayor Howorth about naming the skateboard park after Mason but hadn't yet received a reply. Commissioner Manna stated that he believed that the City Council had been resistant to naming facilities in a memorial nature. Director Leyman stated that this could be a consideration but that the Commission is getting ahead of itself since we don't know if a skateboard park will be approved. Once direction is received from the City Council, then the Commission can raise the issue of naming the park. Chairperson Rothans suggested that the manner be directed to the City Manager to discuss with the City Council.

Commissioner Manna requested an update at the next meeting regarding the progress on the skateboard park.

Director Leyman announced that the last Movie at Metlox of the season will be held Thursday, August 28<sup>th</sup>. It has been a very successful family fundraising event.

## J. **ADJOURNMENT**

Commissioner Allen moved to adjourn. The motion was seconded by Commissioner Allard. The meeting was adjourned at 7:41 pm.

Ayes: Chairperson Rothans, Commissioners Allen, Allard, Jones and Zaun

Nays: None

Abstain: None

Absent: Commissioner Paralusz