



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

**March 28, 2016
Manhattan Beach City Hall
1400 Highland Ave.
Manhattan Beach, CA 90266
6:30 PM**

A G E N D A

A. CALL TO ORDER

B. PLEDGE TO THE FLAG

C. ROLL CALL

Commissioner Rothans
Commissioner Allard
Commissioner Paralusz
Commissioner Allen

Commissioner Manna
Commissioner Jones
Commissioner Enomoto

D. APPROVAL OF MINUTES

February 22, 2016

E. CEREMONIAL

Certificate of Recognition – Idris Al-Oboudi
Certificate of Recognition – Tom Allard

F. AUDIENCE PARTICIPATION (3-Minute Limit)

G. GENERAL BUSINESS

15/1027.1 Discussion of Salute to the Troops 2016 Event
15/1027.2 Discussion of Sunscreen Pilot Project

H. COMMISSION ITEMS

Beach Cities Health District (BCHD) Living Streets presentation

I. STAFF ITEMS

Update on Parks and Recreation Programs and Events

J. ADJOURNMENT

TO:

Parks and Recreation Commission Members

FROM:

Mark Leyman, Parks and Recreation Director

SUBJECT:

Salute to the Troops Event and Community Sunscreen Lotion Dispensers (Parks and Recreation Director Leyman).

RECOMMENDATION:

Staff recommends that the Parks and Recreation Commission discuss the Salute to the Troops event and community sunscreen lotion dispensers to gather information and provide recommendations to the City Council.

FISCAL IMPLICATIONS:

There is no fiscal implication associated with this request.

BACKGROUND:

At the October 20, 2015 City Council meeting, the City Council approved two discussion items for the Commission to discuss: the Salute to the Troops Event and community sunscreen lotion dispensers.

DISCUSSION:

The Parks and Recreation Commission requested permission to discuss the Salute to the Troops Event so they may begin planning for the 2016 event, and the sunscreen lotion dispensers to evaluate a possible pilot program within the community (Attachment 1).

Salute to the Troops

The Commission would like to continue in their planning and support of the Salute to the Troops event, and therefore would like to begin discussions now for the 2016 event.

The Commission will continue to provide outreach for sponsorships and has proposed a 2016 event date of Sunday, July 3, 2016. For the 2015 event, the Commission raised over \$20,000 in sponsorships, which covered all of the event expenditures.

Sunscreen Lotion Dispensers

The Commission would like discuss and explore options for City Council consideration of a sunscreen lotion dispenser pilot program in the community. The Commission will research the possibility of installing the dispensers at elementary school and various locations in the City. Research will include costs, number of dispensers and sponsorship to pay for ongoing expenses.

CONCLUSION:

Staff recommends that the Parks and Recreation Commission discuss the Salute to the

Troops event and community sunscreen lotion dispensers to gather information and provide recommendations to the City Council.

Attachment:

1. Request to Discuss Salute Sunscreen Memo

CITY OF MANHATTAN BEACH
MINUTES OF THE PARKS AND RECREATION COMMISSION
Manhattan Beach City Hall
1400 Highland Ave.
Manhattan Beach, CA 90266
February 22, 2016
6:30 PM

CONTENTS

A. CALL TO ORDER

The meeting was called to order at 6:33 PM.

B. PLEDGE TO THE FLAG

C. ROLL CALL

Present: Commissioners Allard, Rothans, Manna, Paralusz, Allen, Jones, and Enomoto

Absent: Commissioners Manna and Enomoto

Others present: Director of Parks and Recreation, Mark Leyman and Linda Robb,
Recording Secretary

D. APPROVAL OF MINUTES

Commissioner Rothans moved to approve the January 25, 2016 minutes as written. The motion was seconded by Commissioner Paralusz. The motion passed.

Ayes: Commissioners Allard, Rothans, Paralusz, Allen, and Jones

Nays: None

Abstain: None

Absent: Commissioners Manna and Enomoto

E. CEREMONIAL

none

F. AUDIENCE PARTICIPATION (3-Minute Limit)

Commissioner Allard opened the floor to audience participation.

Seeing none, the floor was closed.

G. GENERAL BUSINESS –

15/1027.1 Discussion of Salute to the Troops 2016 Event – Commissioner Allard reported that sponsorship and participation letters have been sent to last year's sponsors, military groups, veterans groups and sports teams and that the 300th Army Band has been secured. Commissioner Allard mentioned that it would be nice to have the Girl Scouts involved. Commissioner Paralusz will check with her troop to make sure that they can help out. Commissioner Rothans reported that the challenge coins will be numbered making them more collectible.

15/1027.2 Discussion of Sunscreen Pilot Project – Director Leyman thanked Commissioner Jones for all of the work she has done on the project. Moving forward, he would like the commission to solidify the locations. Director Leyman will touch base with the Downtown Business Association regarding the downtown dispenser location. Based on the conversations this evening, Director Leyman will gather feedback from Public Works, the City Attorney and the Downtown Business Association with an aim to put this item on

the April 19th City Council agenda. Director Leyman suggested adding in a trial period of 60 or 90 days to the Commission's recommendations in order to be able to return to the City Council with public feedback on the dispensers.

Commissioner Paralusz is concerned that if Commissioner Jones' family is sponsoring the dispensers, perhaps she shouldn't be voting on the issue. Commissioner Jones stated that at this time, it appears that the dispensers will be funded by outside sponsors. Commissioner Jones reported that sponsorship letters were sent out to Manhattan Beach Dermatologists and medical centers in the South Bay. A sponsorship pledge was received from Kaiser Permanente to sponsor 5 dispensers with \$12,500 and Manhattan Beach Dermatologist Dr. Ablon pledged \$2,500 for 1 dispenser. Previously a Torrance dermatologist had expressed interest in sponsoring all 10 dispensers. Commissioner Jones stated that she has also been in conversation with Murad and they are very interested in donating all of the sunscreen. She stated that on the surface, this is very generous however Murad's sunscreen can not be used in the two sample dispensers. Commissioner Jones mentioned that the 3rd dispenser company she researched, based in Malibu does not supply their own sunscreen so they would be a possibility if Murad was allowed to donate.

Locations for the dispensers were discussed.

Logos – The commission will present two options to the City Council for logo presentation.
Option A: all sponsors presented on all dispensers logo size proportional to the size of the donation

Option B: one sponsor per dispenser with locations chosen in a blind draw.

Timeline -

Option A – trial period, Memorial Day through Labor Day with assessment after

Option B – one full year

Commissioner Paralusz mentioned that if Murad donates the sunscreen, the Malibu dispenser company may be the one to go with. She asked what would happen if Murad later does not want to sponsor; would the dispensers still work? Commissioner Jones stated that the Malibu company has used many different types of sunscreen in the dispensers.

Director Leyman asked if Murad has its own hardware. Commissioner Jones stated that they do not.

Commissioner Paralusz asked if the Torrance dermatologist is aware that other sponsors were being sought. Commissioner Jones stated he was not and that she will speak with his office to update and confirm whether or not he would like to participate.

Commissioner Jones asked if press releases originate from City Hall. Director Leyman confirmed that City Hall will initiate all press releases.

Director Leyman stated that by next meeting, the options need to be decided along with the Commission's recommendations to the City Council.

Commissioner Paralusz recommended removing all language pertaining to the school district, from the proposal.

The Commission decided unanimously to move forward with presenting the Sunscreen Project to the City Council.

H. **COMMISSION ITEMS**

none

- I. **STAFF ITEMS** – Director Leyman gave the following updates:
March 5th – Little League annual parade – the Parks and Rec Summer Camp expo will be held the same day at American Martyrs
March 7th, registration begins for Summer camps starts
CPRS Conference awards dinner – March 11th to honor Commissioner Allard and Idris Al-Oboudi

Commissioner Allard inquired about the skateboard park. Director Leyman reported that there should be notification of the grant award in early March.

J. **ADJOURNMENT**

Commissioner Paralusz moved to adjourn. Commissioner Allen seconded the motion. The motion passed. The meeting was adjourned at 7:20 p.m to March 28th, 2016 in the City Council Chambers.

Ayes: Commissioners Allard, Rothans, Allen, Paralusz and Jones

Nays: None

Abstain: None

Absent: Commissioner Enomoto and Manna

DRAFT