



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

**May 2, 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

March 28, 2016

E. CEREMONIAL

Certificate of Congratulations - AYSO, Region 18 GU12 Western States Champions
Recognition of outgoing Commissioners Fred Manna, Steve Rothans, Adam Enomoto

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
Selection of 2016/2017 Parks and Recreation Commission Chair

H. COMMISSION ITEMS

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

MEMORANDUM

TO: Parks and Recreation Commission

FROM: Mark Leyman, Director, Parks and Recreation

DATE: April 22, 2016

SUBJECT: Selection of 2016/2017 Cultural Arts Commission Chair

Annually, the Parks and Recreation Commission is required to select a Chair and Vice Chair for the Commission. The Commission Chair is a one year term (June to May) and is rotated amongst the Commissioners in order of their seniority on the Commission. Commissioner Russell Allen would be next in line to serve as Chair, followed by Commissioner Kathleen Paralusz.

CITY OF MANHATTAN BEACH
MINUTES OF THE PARKS AND RECREATION COMMISSION
Manhattan Beach City Hall
1400 Highland Ave.
Manhattan Beach, CA 90266
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CONTENTS

A. CALL TO ORDER

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

B. PLEDGE TO THE FLAG

C. ROLL CALL

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

Absent: Commissioner Paralusz 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 February 22, 2016 minutes with the following changes requested by Commissioner Manna. The motion was seconded by Commissioner Jones. The motion passed.

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

Nays: None

Abstain: None

Absent: Commissioners Paralusz and Enomoto

E. CEREMONIAL

Director Leyman presented a Certificate of Recognition to Recreation Manager Idris Al-Oboudi in acknowledgment of his California Parks and Recreation Society (CPRS) Service Award of Excellence/Fellowship Hall of Fame Award. Mr. Al-Oboudi made a short speech and Mr. Steve Rothans, Mr. Clint Creado, Mr. Tony Choueke, Ms. Thanaa Al-Oboudi, Dr. Keith Fulthorp, Mr. David Ibarra and Commissioner Fred Manna spoke in support of Mr. Al-Oboudi.

Director Leyman presented a Certificate of Recognition to Commissioner Tom Allard for receiving the CPRS Service Award of Excellence/Champion of the Community. Commissioner Steve Rothans and Recreation Manager Idris Al-Oboudi spoke in support of Commissioner Allard.

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 \$350 had been received in donations to date. Commissioner Manna reported that Dennis McNeil is interested in being the emcee for the event. Commissioner Allard

will follow up on securing the Air Force General to speak at the event and also James Gill for the Color Guard.

Commissioner Allard asked for assistance following up with the Veterans groups. He requested for Commissioner Allen to follow up with the larger donors from last year.

Director Leyman reported that the National Guard had sent an email expressing interest and offering to bring vehicles and displays. Commissioner Manna offered to go to the National Guard armory and speak with the commanding officer.

Commissioner Allen reported that the Dodgers are not able to donate money but may donate game tickets that can be raffled off or given away. They may be able to ask a former player to come and present the tickets.

15/1027.2 Discussion of Sunscreen Pilot Project – Director Leyman gave a status update:

- Risk management and the City attorney are reviewing the project.
- LA County has been contacted to verify that use of the comfort stations will be allowed
- met with the Public Works superintendent to determine true costs
- A conservative estimate for 90 day pilot program for refilling would be approximately \$4800. This would exceed the current proposed budget.
- The item will go to City Council on May 3rd. The Commission will discuss the item one more time before it goes to the City Council.

Commissioner Jones distributed a new timeline based on the new City Council date. She stated that Torrance Dermatology will sponsor 50%, Kaiser went to 40% and Dr. Ablon 10%. Based on the 90 day trial period, she will request 25% for the 90 days. She and Director Leyman will be meeting with the City communications person to create a PR plan.

Drafts of the dispenser wrap artwork were distributed for review.

Director Leyman recommended holding off on the downtown location until the Downtown Specific Plan is completed.

H. **COMMISSION ITEMS**

Commissioner Manna introduced Lauren Nakano and Jacqueline Sun who presented the Beach Cities Health District Living Streets presentation. The Blue Zones project is a Community Well Being initiative that started in the South Bay in 2011. It is about providing ways to engineer the community so that making healthy choices is easy. They asked that Commissions and groups take the Livability and Living streets principles and policies into consideration when making decisions and recommendations. The presentation showed that there are things that the City can do even on the busiest of corridors to make it safer for all users. Over the last 5-6 years, the City has decided to incorporate the complete streets or living streets policy into the mobility plan that will be going to the City Council in June and is a part of the adopted South Bay Bicycle master plan that incorporates over 200 bike lanes to be established in the South Bay.

I. **STAFF ITEMS** – Director Leyman gave the following updates:

- The grant funds from the County for the skate spot have been awarded. Staff is moving as quickly as possible and developing a timeline and new scope of work as the work needs to be completed by the end of 2016. Kanten Russel with Stantec

will complete the design and return at 30% completion to the City Council for approval. Staff will meet with stakeholders (Northop Grumman, Manhattan Studios, Little League, etc.) to address all concerns and make a plan before the presentation to City Council.

- Parks Master Plan – the Parks Master Plan will consider how the community has evolved, the existing amenities and the needs of the community. A timeline will be developed for the Parks Master Plan. The launch will be in the next couple of months. There have been many public outreach meetings lately. The launch will be timed to allow focus on this project and to receive the most public input possible.

J. **ADJOURNMENT**

Commissioner Jones moved to adjourn. Commissioner Manna seconded the motion. The motion passed. The meeting was adjourned at 8:00 p.m to April 25th, 2016 in the City Council Chambers.

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

Nays: None

Abstain: None

Absent: Commissioner Paralusz and Enomoto

DRAFT