



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

May 22, 2017
Manhattan Beach City Hall
1400 Highland Ave.
Manhattan Beach, CA 90266
6:00 PM

A G E N D A

- A. CALL TO ORDER**
- B. PLEDGE TO THE FLAG**
- C. ROLL CALL**
 - Commissioner Allen
 - Commissioner Paralusz
 - Commissioner Karger
 - Commissioner Jones
 - Commissioner Allard
 - Commissioner Turkmany
 - Commissioner Lauson
- D. APPROVAL OF MINUTES**
 - April 24, 2017
- E. CEREMONIAL**
 - None
- F. AUDIENCE PARTICIPATION (3-Minute Limit)**
- G. GENERAL BUSINESS**
 - Discussion of Salute to the Troops Event
 - Selection of 2017/2018 Commission Chair
 - Discussion of work plan items for City Council consideration
- H. COMMISSION ITEMS**
- I. STAFF ITEMS**
 - Update on Parks and Recreation Programs and Events
- J. ADJOURNMENT**

CITY OF MANHATTAN BEACH

MEMORANDUM

TO: Parks and Recreation Commission

FROM: Mark Leyman, Director, Parks and Recreation

DATE: May 18, 2017

SUBJECT: Selection of 2017/2018 Parks and Recreation 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 Karger would be next in line to serve as Chair, followed by Commissioner Turkmany.

CITY OF MANHATTAN BEACH
MINUTES OF THE PARKS AND RECREATION COMMISSION
Manhattan Beach City Hall
1400 Highland Ave.
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A. CALL TO ORDER

The meeting was called to order at 6:07 PM.

B. PLEDGE TO THE FLAG

C. ROLL CALL

Present: Commissioners Allen, Jones, Allard, Karger, Turkmany and Lauson;
Commissioner Paralusz arrived at 6:29 PM.

Absent: None

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

D. APPROVAL OF MINUTES

Commissioner Turkmany requested the following deletion as they are duplicate paragraphs that appear on page 2:

P. 3, paragraph 6 & 7 “Commissioner Karger reported that she is...kids in attendance”

Commissioner Jones moved to approve the March 27, 2017 minutes with the requested changes. The motion was seconded by Commissioner Turkmany. The motion passed.

Ayes: Commissioners Allen, Paralusz, Jones, Allard, Turkmany, Karger and Lauson

Nays: None

Abstain: None

Absent: None

E. CEREMONIAL

None

F. AUDIENCE PARTICIPATION (3-MinuteLimit)

Commissioner Allen opened the floor to audience participation.

Seeing none, the floor was closed to public comment.

G. GENERAL BUSINESS –

15/1027.1 Discussion of Salute to the Troops Event –

Commissioner Allen reported that the Lakers and the Pipkin Family are likely to sponsor again. Commissioner Turkmany has secured Lakers, Kings and Rams tickets. Commissioner Lauson may also be able to secure some Lakers tickets.

Commissioner Karger reported that the Air Force commander has agreed to attend and the Commission need to send a letter of acceptance to the presenter and information about who is presenting the plaque. Commissioner Karger met an ex-Air Force pilot who has agreed to help coordinate a flyover. She is putting together a formal request through the public affairs office.

Commissioner Karger described the process for requesting a flyover. The request is sent out nationwide and once accepted, application is made to the FAA to put up a temporary air restriction. Once the FAA air restriction is in place, a pilot and maintenance crew need to be secured. The last step is to meet once again with Air Force public affairs. As the process comes into place, Commissioner Karger will reach out to General Greeves so there are no conflicts. Commissioner Karger is still pursuing interactive activities from the Air Force. Commissioner Allard inquired if there is a cost associated with the flyover. Commissioner Karger stated that she did not get the sense that it would be, but will find out. She also reported that James Gill reached out to her and is involved with an Air Force S.A. chapter that would be willing to volunteer. Volunteers may be needed to pass out water, cake, etc. The Air Force personnel will be more likely to come if they are able to volunteer and be fed.

H. COMMISSION ITEMS –

Commissioner Paralusz commended staff on the Earth Day event and how well it was organized. She commented that the hours of the event were ideal and the layout seemed to be better than in the past.

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

Thursday, April 27 - LIVE Open Mic night open to teens and adults.

The Earth Day event, April 22 was a success. It was a great collaboration between Public Works and Parks and Recreation.

Friday, April 29th Art opening – Shane Guffog at the Manhattan Beach Art Center

May 20 – 21 Family Campout, Movie Night, Fishing Derby

May 19 Older Adult Health Fair

Commission Handbook – Changes were made to the approval process for discussion items by introducing work plans to streamline the approval process. The joint meeting between the commission and City Council has been reinstated. The joint meeting is an opportunity to have a dialogue with City Council to bring up ideas of items the Commission would like to speak about throughout the year. Director Leyman state that there is some concern with the amount of staff time that might be required for work plan items. The Parks and Recreation Commission is a great model for how commissions should handle their ideas. Director Leyman encouraged commissioners to look at other work plans for commissions in other cities.

Director Leyman reported that if the City Council approves the process it, the department will be developing a Parks Master Plan which will probably take a lot of the time and resources of the Commission. Commissioner Allard asked if the Commission should come together with a list of possible items to talk about. Director Leyman encouraged putting together an informal list of ideas to discuss with City Council. The proposed work plan development process joint meeting is tentatively scheduled for June 5, 2017. At the June 5 meeting, the commission may present their ideas and receive direction from the City Council. Based on that direction, the commission will prepare a more formal list at their June meeting which will be discussed by City Council on July 18th. If the work plan is approved at the July 18th meeting, the commission is able to start working on their plan at their August meeting. Commissioner Jones asked if the ideas that applicants include on their applications are harvested. Director Leyman stated that the information could be shared with the commission if shared by the City Clerk, and realistic.

All commission meetings will now start at 6:00 p.m. Director Leyman stated that there are still items within the handbook that the City Council would like to further discuss so it is not completely approved and formally adopting.

Student representatives have been added to the Library and Cultural Arts Commissions. All high school aged residents will now be eligible to apply as a student representative to be appointed by the City Council.

Commissioner Jones asked about the commission process for compiling a list of things to talk about at the joint meeting. Commissioner Allen stated that any idea should be considered no matter how small or big. Commissioner Jones liked the process of physically listing ideas that was employed at the joint commission meeting. Director Leyman stated that since this is a new process it will be based on City Council direction but it would be good to have a short list of ideas to present.

Commissioner Turkmany asked if there is a deadline for the Parks Master Plan to roll out. Director Leyman explained that the process has been intentionally delayed because of the all of the other projects that have been happening that required public input. He stated that he didn't want the public to be overloaded with too many public meetings at the same time.

Director Leyman described the Parks Master plan provides direction, vision, road map for community needs for parks moving forward: For example, the City wanted to put more amenities on the Veterans Parkway but public input for the Veteran's Parkway Master Plan revealed that the community wanted a passive park with no additional amenities. Without a vision and master plan, we end up doing one-off additions or changes that may not really fit the needs of the community. Our challenge will be setting down a solid request for proposal. The amount of money that has been approved for the Parks Master Plan is fairly low for a comprehensive plan.

Commissioner Allen inquired about possible changes to field allocation that may result from the renegotiation of the school district joint-use agreement. Director Leyman stated that the current joint-use agreement is still in force and new council representatives have been appointed to the District Ad-hoc committee to talk about collaborative opportunities and field use opportunities.

J. ADJOURNMENT

Commissioner Turkmany moved to adjourn. Commissioner Allard seconded the motion. The motion passed. The meeting was adjourned at 6:48 pm to May 22, 2017 in the City Council Chambers.

Ayes: Commissioners Allen, Paralusz, Jones, Allard, Karger, Turkmany and Lauson
Nays: None
Abstain: None
Absent: None