



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

**August 28, 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 Karger
 - Commissioner Greenberg
 - Commissioner Weiner
 - Commissioner Allen
 - Commissioner Allard
 - Commissioner Turkmany
 - Commissioner Tuffli
- D. APPROVAL OF MINUTES**
 - July 24, 2017
- E. CEREMONIAL**
 - None
- F. AUDIENCE PARTICIPATION (3-Minute Limit)**
- G. GENERAL BUSINESS**
- H. COMMISSION ITEMS**
- I. STAFF ITEMS**
 - Update on Parks and Recreation Programs and Events
 - Manhattan Village Returfing project update
 - Park Master Plan update
- J. ADJOURNMENT**

**CITY OF MANHATTAN BEACH
MINUTES OF THE PARKS AND RECREATION COMMISSION
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1400 Highland Ave.
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July 24, 2017
6:00 PM**

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A. CALL TO ORDER

The meeting was called to order at 6:04 PM.

B. PLEDGE TO THE FLAG

C. ROLL CALL

Present: Commissioners Greenberg, Weiner, Allen* (*arrived at 6:09), Allard, Turkmany and Tuffli

Absent: Commissioner Karger

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

D. APPROVAL OF MINUTES

Recording secretary, Linda Robb, stated that Commissioner Greenberg's name would be removed from the June 26, 2017 minutes, as the meeting occurred prior to the ratification of his appointment to the commission. She added that Commissioner Allen was absent from the June 26, 2017 meeting and the minutes will corrected to reflect the absence.

Commissioner Allard moved to approve the June 26, 2017 minutes with the following changes above. The motion was seconded by Commissioner Greenberg. The motion passed.

Ayes: Commissioners Weiner, Allard, Turkmany, Tuffli

Noes: None

Abstain: Commissioner Greenberg

Absent: Commissioners Karger and Allen

E. CEREMONIAL

None

F. AUDIENCE PARTICIPATION (3-Minute Limit)

Commissioner Turkmany opened the floor to audience participation.

Seeing none, the floor was closed to public comment.

G. GENERAL BUSINESS –

Salute to the Troops wrap up – Commissioner Turkmany began the discussion by reading absent Commissioner Karger's input, received via email.

- Dennis McNeil - great, if the commission would like to use him again next year, let's book him now.
- Food - good and adequate amount
- Bands, color guard and Boy Scouts were well done

Items for improvement:

- Booking booths for service organizations. The Soldiers Project and Sergeants Association were no shows.
- Outreach to active duty military, find best local contacts
- Set up flags along Manhattan Beach Boulevard earlier in the day.

Commissioner Karger raised the following questions:

How many Challenge Coins do we have left over? Should the order be adjusted for next year?

Is Commissioner Weiner able to reach out to start the process for a flyover now?

Should we highlight a specific branch next time around?

The commission discussed whether or not to highlight a specific branch every year and decided it would be on a case-by-case basis.

Commissioner Greenberg offered his input.

He liked the event and that it was the first Concert of the Summer Series.

Volunteers – not much need, between staff and commissioners everything can handled.

Commissioner Weiner thought that there was not that much need for the volunteers. The request for service volunteers was a bit awkward because there wasn't enough work for everyone. By his count there were about 200 coins leftover. There was a lot of downtime and no music being played before the concert began. More porters may be needed as the trash cans were overflowing. Cake was a bit messy. Commissioner Allard stated that the sound company did not get word that they were to play music before the concert.

Commissioner Allard gave the following input:

- Stage set up, need railing on left hand side of stage
- Flags and feather flags should be up much earlier in the day to let everyone know something is happening.
- Dennis McNeil was wonderful to work with and has said that he would better coordinate with the band if given more time.
- It was difficult to hear on the sides of the stage.
- Restrooms needed to be unlocked.
- Tattoo and face painting activities were a nice addition.
- Steve Rothans' coordination, with the Boy Scouts and the flags, was great.
- She agreed that there probably isn't a need for military volunteers. The USO will participate again.
- Marketing, Caskey and Caskey flags for next year.
- The band shared with Commissioner Allard that they enjoyed playing and would love to come back again for a future event but are booked for the 2018. Commissioner Allard recommended that the commission start looking for a band as soon as possible.

She recommended reducing the number of challenge coins. Commissioner Turkmany stated that it is nice to have the extra to distribute at the Veterans Day event and there is most likely a quantity discount involved so there is no waste. Director Leyman stated that the USO also likes to distribute excess coins.

Commissioner Allen stated that in the past, more volunteers were needed because the Salute was not part of the regular concert series. Now that it is incorporated, the number may be reduced. He also mentioned that on a few of the marketing pieces he had seen that were produced by local realtors, the concert series began on July 9th and the Salute was excluded.

We need to work to make sure the message is consistent.

Director Leyman thanked the commission for the feedback and shared that much of their feedback overlapped with what staff has observed. He stated that staff enjoys working with the Commission because the commissioners are out working side-by-side with them and they appreciate that.

H. **COMMISSION ITEMS –**

None

I. **STAFF ITEMS –** Director Leyman gave the following updates on programs and events:

Movie at the Library (*The Princess Bride*) was well attended.

Manhattan Beach Open Tennis Tournament – more automated this year. Supervisor Michael Hudak did a great job. It's a great community event with great tennis and great sponsors. It was held at Live Oak and Mira Costa with finals at the Country Club.

International Surf Festival – The 6-Man Volleyball tournament will be held Friday and Saturday August 4-5, Jr. 6-Man on Sunday the 6th. 50 teams so far are registered with a goal of 60. The goal for the Jr. 6-Man is 60 teams.

Update on Commission work plan City Council approved

- Salute to the Troops – ongoing
- Commissioners attend and support Parks and Recreation events acting as ambassadors
- Park Master Plan – currently sifting through existing plans, one of City Council's priorities is to have a joint meeting with the commission to talk about the Facilities Strategic Plan. This will kick off the process. There is a lot of reading material. Staff will send out the Facilities Strategic Plan, Park Master Plan, Community-wide survey of 2015, General Plan, Urban Land Institute plan, Downtown Specific Plan, Polliwog Park master plan, LA County Parks & Recreation needs assessment 2016 (tied into Measure A funds), Mobility Plan, Veterans Parkway and Facility Assessment. There will be recommendations on which ones should be read cover to cover, or which sections are important to read. The first action item would be to develop the Community survey to develop the scope of the Parks Master Plan. Commissioner Greenberg inquired of a rough timeframe for the joint meeting. Director Leyman stated that he hoped it would be in the next couple of months. Commissioner Greenberg asked Director Leyman his experience with the various plans as far as how they are used, once developed. Commissioner Greenberg stated that he was struck with how few of the recommendations from the 1988 Park Master Plan have actually been implemented. Director Leyman stated that in his experience, most of the plans are shelved. It is his hope that this commission will work with the community to gain some statistically valid data to develop a true roadmap to present to City Council. Commissioner Greenberg stated that his understanding now is that this Plan would be a tool for decision making in the short term and not necessarily a long term plan. Director Leyman stated that with regard to capital projects, the information would likely be used for 5-10 years due to the nature of CIP projects.
- User group field allocation policy – staff has already been meeting with user groups for Manhattan Village to talk about paying for returfing. Commissioner Greenberg asked if a sub-committee would be recommended to assist with the discussions. Director Leyman stated that it would be a good idea. Commissioner Greenberg asked how the user groups are being addressed. Director Leyman stated that anyone who has rented a field will be invited to give their feedback and input. The priority will be city/school

district use, community based, resident based. Will be bringing recommendations to the commission in October and present to City Council in November for adoption. We need a more specific defined policy due to the growth of many of the club and community based sports groups. Commissioners Greenberg, Allen and Weiner volunteered to serve on the sub-committee.

- Scout House will be presented to City Council on August 1st. Based on Council direction, there may or may not be a commission role.
- Updates on CIPs, make recommendations to City Council as requested. – been meeting with user groups for Manhattan Village. Currently \$700,000 will be coming from user groups and we are at about 95% on the allocation. Everything should be solidified by next month's update. The item will need to go to City Council for approval of additional funding and adoption of field allocation plan and user group contributions. Commissioner Weiner referenced a proposed parking structure with a playing field on top. Director Leyman stated that is still only a proposal. Commissioner Greenberg asked how a new field might affect the old field. Director Leyman stated that they would be complimentary but separate. Commissioner Greenberg asked if a longer term 10 year agreement with the user groups would preclude new groups from coming along and getting into Manhattan Beach. Director Leyman affirmed the statement that it would preclude them from that particular field. As new fields are turfed, similar agreements will be made. He stated that there is a little wiggle room to program through the city using the city's allocated time. Commissioner Greenberg asked if a sport is declining and not filling the fields, will the city have the opportunity to take the time away and give it to another group. Director Leyman reported that currently, the City does do this but once an agreement is made, each group would have their committed time slot and the City would only be able to reprogram the time allotted for City programming.

Commissioner Turkmany asked Director Leyman what he sees the commission working on for the next couple of months. Director Leyman stated that the commissioners should start reading the various plans to prepare for the Park Master Plan. He stated that there may be a couple of months when the agenda will not be heavy and commission meetings could be used to discuss the various plans. He also mentioned that the department is short one full-time manager and staffed is stretched to capacity and realistically does not have the resources to commit to the Park Master Plan right now. Commissioner Allen suggested that it might be more efficient if each commissioner took a different plan to read and report back to the group.

Regarding attendance at department events, Commissioner Weiner stated that it would be good if staff knows that there will be commissioners present so they are not surprised. Staff will send commissioners a list of upcoming events; attendance to be discussed at the next meeting. Commissioner Greenberg asked about the Commissioners' role at the events. He stated that he is concerned about representing the City properly. Commissioner Weiner stated that his understanding is that they would be a presence ready to solicit/receive thoughts and feedback. Director Leyman stated that the more they are present at the events, the more they will learn about who the proper contacts are in the City and what programs and activities are available. Also, the public will start to recognize them as commissioners and begin to freely offer feedback.

J. **ADJOURNMENT**

Commissioner Allard moved to adjourn. Commissioner Allen seconded the motion. The motion passed. The meeting was adjourned at 7:13pm to August 28, 2017 in the City Council

Chambers.

Ayes: Commissioners Weiner, Allard, Allen, Turkmany, Greenberg and Tuffli
Noes: None
Abstain: None
Absent: Commissioner Karger

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