



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

**March 5, 2018
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**
 - January 22, 2018
- E. CEREMONIAL**
- F. AUDIENCE PARTICIPATION (3-Minute Limit)**
- G. GENERAL BUSINESS**
 - Salute to the Troops July 1, 2018 planning discussion
- H. COMMISSION ITEMS**
 - Field Policy update
- I. STAFF ITEMS**
- J. ADJOURNMENT**

CITY OF MANHATTAN BEACH
MINUTES OF THE PARKS AND RECREATION COMMISSION
Manhattan Beach City Hall
1400 Highland Ave.
Manhattan Beach, CA 90266
January 22, 2018
6:00 PM

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A. CALL TO ORDER

The meeting was called to order at 6:02 PM.

B. PLEDGE TO THE FLAG

C. ROLL CALL

Present: Commissioners Karger, Turkmany, Allen, Allard, Weiner, Greenberg, Tuffli
Absent: None

D. APPROVAL OF MINUTES

Commissioner Karger moved to approve the November 27, 2017 minutes as written.
Commissioner Weiner seconded the motion. The motion passed.

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

E. CEREMONIAL

None

F. AUDIENCE PARTICIPATION (3-Minute Limit)

Commissioner Karger opened the floor to audience participation.

Seeing none, the floor was closed.

**G. GENERAL BUSINESS –
Special Event Policy discussion**

Commissioner Weiner asked about events falling into 2 or more categories. Management Analyst, Linda Robb replied that if an event falls into multiple categories, the highest qualifying impact level would apply.

Commissioner Greenberg expressed concern about limiting the number of annual events. He would not like to create a policy that says we are at capacity. The policy should leave it open for discussion. Director Leyman stated that the reality is that we are at capacity for larger events, especially in the Downtown area and City Council still has the option to approve any new event and allocate additional resources. We can change the language to read that any new event would need to be considered and approved by City Council. Commissioner Greenberg stated that there are many events that do not occur in the downtown area so it is reasonable to assume that events can be requested in other areas and that there may be opportunities to be creative and bring in outside resources. He is concerned that the policy with an event cap is not welcoming and may discourage an excellent event from applying. Director Leyman stated that

the cap of 15 only applies to current established annual events. The policy still leaves it open for additional one-off events. Commissioner Greenberg countered that usually if the event is successful, the organizers will want to do it again. Ms. Robb stated that those events would need to go through the process every year and may be approved if they can be supported. Commissioner Allen requested that the language regarding the limit be altered. Director Leyman stated that the language can be changed to reflect that approval of events will be based upon availability of city resources, and City Council approval allocating additional resources, if necessary.

Commissioner Weiner asked about the definition of a Manhattan Beach Resident organization, for event prioritization the required percentage of Manhattan Beach residents in an organization to qualify as a resident organization. Director Leyman confirmed that the percentage should be consistent with the Field use policy. The percentage for Manhattan Beach residents is to be determined by the Field policy ad-hoc committee and will be carried forward to the special events policy.

Commissioner Turkmany moved to approve to recommend the special event policy to the City Council with stated changes. Commissioner Allard seconded the motion. The motion passed unanimously.

H. **Salute to the Troops** –

Commissioner Weiner reported that he reached out to the Tiger Squadron, a 3-plane formation flyover group to cue the National Anthem and then circle around 90 seconds later. The cost would be \$250 per plane. The group sends an invoice afterwards, there is no contract prior to the event. Ms. Robb requested contact details to prepare a contract.

Commissioner Karger stated that there is a discount on challenge coins if ordered by 2/15/18. There is no charge for design change with current quantity of 500. Staff will request that graphic artist, Kristin Yamauchi develop new designs for approval. Director Leyman asked the commission for creative input. After some discussion, the Commission decided to order 400 coins with the year and numbering.

Commissioner Tuffli reported that she had spoken with a high school club called Any Soldier. They could have a booth at the event for people to write letters to troops stationed overseas. A booth will be reserved for Any Soldier.

Commissioner Weiner stressed the importance of making sure the booths are in order. The event needs better preparation for booth participants. Commissioner Allard stated that the USO will definitely be there with a booth.

Commissioner Turkmany asked if there is an R.O.T.C. group at Mira Costa High School. Commissioner Tuffli will check and report back.

Commissioner Karger will research the Gold Star Families Network Foundation.

I. **COMMISSION ITEMS** –

Commissioner Greenberg reported that he spoke with some councilmembers regarding the 2028 Summer Olympics and volleyball in Manhattan Beach and they were generally supportive.

Commissioner Greenberg reported that he and Commissioner Tuffli had updated the School Board on Commission work plan activities and he had given an update on the Field use and allocation Policy ad-hoc committee meetings. MBUSD expressed interest in further coverage for field policy (pools, tennis courts, etc.) and asked that the ad-hoc committee meet with

MBX and the general community as well as the user groups.

Commissioner Allen asked about a flag at one of the fields that was flying after dark. He asked if that was an oversight. Director Leyman stated that the flags should be removed at dusk if not lit.

- J. **STAFF ITEMS** – Director Leyman gave the following program and event updates:
Community Budget meeting, January 30th, Joslyn Community Center-will highlight how money is spent within the departments.

Media Kit – Michele Stoll in the Cultural Arts program area has brought this project forward and has done a great job increasing sponsorships. OneWest Bank has committed to Presenting Sponsor for Concerts in the Park again this year.

California Parks and Recreation Society (CPRS) – the department submitted 5 entries for CPRS awards and has won three so far for Social Media, Manhappenings, and Coffee, Technology and you. The Banquet will be in Long Beach on Friday, March 16th.

In March, a donation policy will be presented to the commission for review. Director Leyman requested Commissioners to share if they see policies from other municipalities. Both the Strand Alcove and Tree and Bench donation programs have been placed on hold. Director Leyman asked the Commission to focus on alternatives to the tree and bench donation program. The policy is due to go to the City Council on the first meeting in April.

Park Master Plan – Park tour will take about three hours and will be done on a Dial a Ride bus. Director Leyman will send out a request via Doodle for availability.

Park Master Plan Timeline – The City recently did a community-wide phone survey. Unfortunately, the department was not able to include any questions regarding the Park Master Plan with the tight timeline. The good news is that we can put together survey questions and hopefully have a vendor on board by April to help refine the survey. They would present at a Commission meeting and help us refine the survey questions.

- K. **ADJOURNMENT**

Commissioner Greenberg moved to adjourn. Commissioner Allen seconded the motion. The motion passed. The meeting was adjourned at 7:08 pm.

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