



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

**November 26, 2018
Manhattan Beach City Hall
Council Chambers
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 Turkmany
 - Commissioner Allard
 - Commissioner Greenberg
 - Commissioner Weiner
 - Commissioner Karger
 - Commissioner Nicholson
 - Commissioner Apostol
- D. APPROVAL OF MINUTES**
 - October 22, 2018
- E. CEREMONIAL**
 - None
- F. AUDIENCE PARTICIPATION (3-Minute Limit)**
- G. GENERAL BUSINESS**
 - 18/0326.1 Field Use and Allocation Policy
 - 18/1126.1 USA Volleyball Special Event
- H. STAFF ITEMS**
- I. COMMISSION ITEMS**
 - Donation Policy
 - Salute to the Troops 2019
- J. ADJOURNMENT**

CITY OF MANHATTAN BEACH
MINUTES OF THE PARKS AND RECREATION COMMISSION
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CONTENTS

A. CALL TO ORDER

The meeting was called to order at 6:03 PM.

B. PLEDGE TO THE FLAG

C. ROLL CALL

Present: Commissioners Turkmany, Allard, Greenberg, Weiner and Apostol

Absent: Commissioner Karger and Nicholson

D. APPROVAL OF MINUTES

Commissioner Greenberg moved to approve the July 16, 2018 minutes with the following correction:

P. 4, #8 – delete the duplicate words “10th annual” after the word “Extreme”

Commissioner Allard seconded the motion. The motion passed.

Ayes: Commissioners Allard, Weiner, Greenberg, Apostol

Noes: None

Abstain: None

Absent: Commissioners Karger and Nicholson

Commissioner Apostol moved to approve the September 17, 2018, with the following change:

P. 2, paragraph 2 – for clarity, add in “a policy that” to read “He stated that we are trying to get to a policy that is more prescriptive.

Commissioner Greenberg seconded the motion. The motion passed.

Ayes: Commissioners Allard, Weiner, Greenberg, Apostol

Noes: None

Abstain: None

Absent: Commissioners Karger and Nicholson

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

Donation Policy – Commissioner Turkmany informed the commission that the subject has been tentatively moved to December 18, 2018 City Council meeting. In the meantime, a policy that was proposed in 2002 was found, and should be considered. Two memoranda from 2000 and 2002 were distributed to the commissioners for reference. Commissioner Turkmany stated that the current draft policy incorporates most of the input from the previous meeting. Commissioner Greenberg stated that the policy does not address how the Donation List gets updated - who has the authority, does it go to City Council, etc., and it may need to be addressed in the policy. Commissioner Allard suggested that some wording should be included to suggest that the list should be reviewed periodically.

Commissioner Weiner asked about the term “memorial” being used in the Qualifying donations section. The commission agreed that the wording should be reexamined or changed to “tribute”.

Commissioner Greenberg restated his concern that the process still does not differentiate between items on the donation list vs. items that are not on the donation list. He stated that the way it is written, it reads that all donations have to go through the full process. He recommended creating a paragraph explaining that we contemplate creating special programs and projects that may have a streamlined process. Commissioner Greenberg stated that it is to everybody’s benefit for the policy to be as prescriptive as possible. The more prescriptive the policy is, the easier and more beneficial it is. He added that if there will be an appeals process, that should also be in the policy.

H. COMMISSION ITEMS

Commissioner Greenberg addressed the following topics:

Pay N Play racquetball courts and status of progress - Director Leyman stated that is on the City’s radar but the owner has not yet been approached. Commissioner Greenberg asked if some data could be requested from Finance for the racquetball. He added that with such limited resources it would be a benefit if we could better utilize that space.

Automated External Defibrillators (AEDs) at key locations - On Sunday, September 23rd a basketball player had a sudden heart attack at Live Oak Park. The paramedics were able to resuscitate on the second attempt. Commissioner Greenberg asked an on site officer if an AED might have made a difference and it is possible that it would have. The police officer on-site added that the Police Department is trying to get the cars outfitted.

Director Leyman reported that the City Manager is coordinating with the Fire Department to evaluate options.

Live Oak Hall –The recreation hall is sorely in need of some maintenance. Paint is peeling and some maintenance could make the building last much longer. Director Leyman reported that the long-term plan for Live Oak Hall is to expand the ceramics program and build venting for a new kiln. Currently, Public Works is inundated with work and doing everything they can. Commissioner Greenberg suggested that in light of the current workload, it might be shortsighted to not hire an outside contractor in order to protect the structure. An ounce of prevention is worth a pound of cure.

User Group Storage Sheds in bad condition - He believes this is an easy fix to encourage the user groups to repair and maintain the storage sheds or lose the ability store on City property. Commissioner Weiner asked if the City allowed work days in which the user group volunteers can come and work on improvements as a group project, possibly involving a local contractor who may donate materials to give back to the community.

Director Leyman stated that probably for something like that, it would be allowed.
Commissioner Turkmany asked if it would be an appropriate Eagle Scout project.
Director Leyman stated that he believes the AYSO sheds were an Eagle Scout project.

Commissioner Weiner asked about Leadership Manhattan Beach. Commissioner Turkmany reported that the President stepped down, the implemented an oversight committee and they're cleaning up the operation. Retired Fire Chief Espinosa is currently serving as interim president until a new president is chosen. Chief Espinosa has not served on the board previously so is not eligible to serve as president, according to the bylaws.

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

1. Fitness Court – we received a \$30,000 grant for the National Fitness Campaign (NFC) Fitness Court. This has been a CIP for many years to replace the fitness equipment across from Vons. The MB10K committee has stated that they would like to support the project but the dollar amount has not yet been determined. We are hoping to partner with Redondo Beach to streamline services and to take advantage of some efficiencies with shipping and installation. The Beach Cities Health District will be involved with programming some fitness classes, especially with regards to Older Adults. The purchase is being reviewed by City Council on November 6th in order to obtain an additional \$15,000 discount, if delivered by mid-November. NFC has an installation team but Public Works may have to pour the concrete or we may have to go out to bid. There will be signage with a QR code to notice the public and obtain feedback. It is possible to put public art on the back wall. Currently, there is \$255,000 budgeted and with the grant funds we should be able to come in under budget.

Commissioner Weiner asked if there are any issues with the residents near the area.
Director Leyman stated that one of the biggest challenges we'll have is personal training.

2. Field Policy – the pricing model is not quite ready. One of the sticking points is that some of the user groups that are paying an hourly rate but then may also be paying per head, might be double dipping. Jessica is working on a remedy and hopes to have a pricing model by the November meeting. The item is tentatively scheduled to go to City Council on December 4th.

3. Pickleball – Director Leyman met with representatives from the pickleball group. Looking at the pickleball attendance numbers, the tennis numbers are higher than anticipated. Some tennis players are pushing back. Manhattan Beach is the hub of tennis in the South Bay. Looking at a few proposals, it looked like a possibility to put three courts in, east to west but the players say that the sun is right in there eyes. There will be signs showing different options to get input and we will also do a survey online to the community. Other challenges include: the elevation issue and lights for the space between the two paddleboard courts. Commissioner Greenberg commented that the data helps to show that there are significant communities for both tennis and pickleball. The commissioners had a brief discussion on sun direction during different times of the day and year. Commissioner Allard stated that the pickleball numbers would be much higher if they were able to play in the afternoon.

The Halloween carnival was very well attended. It is a great teambuilding opportunity for the REC and Teen Center staff.

Pumpkin races – the new tentative time for the Bigwig race is 1:30 p.m. Director Leyman will prep the commission pumpkin.

Manhattan Beach Art Exhibition *Mimesis* opening Friday at 6:00 p.m. – MBAC has partnered with Time 4 Art and Homeira Goldstein to present.

TEDx will be at Mira Costa High School on November 3rd. This year's theme is TrailBlazers.

Veterans Day – November 11th, Ceremony will be at 11:00 a.m. then transition to Joslyn Center for reception with the band, Rock the Vets.

VetBeerBQ – November 11th in the Kinecta parking lot on Rosecrans, 12:00 – 5:00

Pier Lighting - November 14th, 7:00 p.m. Holiday Open House 6:00-9:00 p.m.

Skechers Friendship Walk – October 28th at the Pier

J. ADJOURNMENT

Commissioner Turkmany moved to adjourn. Commissioner Greenberg seconded the motion. The motion passed. The meeting was adjourned at 7:19 pm to November 26, 2018.

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

DRAFT

TO: Parks & Recreation Commission
THROUGH: Mark Leyman, Parks and Recreation Director
FROM: Jessica Vincent, Recreation Manager
Archie Sherman, Recreation Supervisor
SUBJECT: Field Use & Allocation Policy

RECOMMENDATION: Staff recommends that Parks & Recreation Commission approve the field use fees and a per player fee for Approved Youth Sport Organizations

FISCAL IMPLICATIONS: Staff estimates the updated fees for field use will result in approximately \$100,000 per year in additional revenues for field use.

BACKGROUND: During the City Council meeting on May 15, 2018, staff presented the Parks & Recreation Commission recommendations to approve the Field Use & Allocation Policy and Field Fee. At that time, City Council directed staff to return to the Parks & Recreation Commission with alternatives for field use fees, allocation procedures, and definition of residency based on a consensus from a Sports Committee comprised of regular youth sport user groups.

Prior to the May 15 Meeting, during the City Council Budget Study Session on May 4, 2017, City Council directed staff to conduct a comprehensive field fee study. The current fee structures for facility, parks and field fees were last updated July 1, 2008. Over the past ten years, market rates and maintenance costs have risen. However, the fees charged by the City have remained unchanged. Shortly after the meeting, an ad hoc committee comprised of three members of the Parks & Recreation Commission was formed.

Initially, the Ad hoc committee and City staff met 15 times to develop the Field Use & Allocation Policy and pricing schedule. The Committee developed the primary focus of the Field Use & Allocation Policy to:

- Ensure City residents have priority and access to City facilities
- Provide seasonal priority to sports as defined by each youth sport organization
- Develop field allocations based on priority and availability
- Clearly define classifications
- Set strict deadlines for field requests and relinquishing fields
- Develop an appeal process
- Set an hourly rate for field reservations based on desirability of the field

Historically, user groups have been divided into two categories: 1) Recreation Based Groups - which include Manhattan Beach Little League, Beach Softball, American Youth Soccer Organization (AYSO) and Pony Baseball; and 2) Club Groups - including Sand & Surf Soccer Club, Beach Cities Sports Flag Football, South Bay Lacrosse Club and Trident Lacrosse Club. Recreation-based groups currently pay \$15 per player each season, while club groups pay the rates of \$100 per hour for turf fields and \$25 per hour for all other fields.

Initially, the Parks & Recreation ad hoc committee developed field fees for “market rate” or standard rate for commercial use. This took into account; size of the field, playability, lights, and field type. For Youth Sports Organizations (YSO), that utilize approximately 80% of available field space on an annual basis, the ad hoc committee recommended fees with a discounted rate for residents, and developed a formula to further discount the “market rate”. The greatest discount an organization could receive was a 95% discount from the standard use fee or “market rate”. Additionally, the ad hoc committee proposed a \$10 per player fee for non-resident players to encourage YSOs to increase resident youth participation. The YSOs providing the most opportunity for youth would receive the greatest discount.

DISCUSSION: Per City Council direction on May 15, 2018, staff formed a Sports Committee comprised of up to two board members from the 2018 approved YSOs, including, Manhattan Beach Little League, Beach Softball, American Youth Soccer Organization (AYSO) Pony Baseball, Sand & Surf Soccer Club, Beach Cities Sports Flag Football, South Bay Lacrosse Club and Trident Lacrosse Club. The Committee discussed the potential changes to the Field Use, which was approved by the Parks & Recreation Commission on September 17, 2018. After approval of the use policy, staff met with the Youth Sports Committee and agreed upon a per player fee for all approved Youth Sport Organizations. The updated per player model will begin at \$25 per player and increase based upon the Organizations qualifications.

TO: Parks and Recreation Commission

THROUGH: Mark Leyman, Parks and Recreation Director

FROM: Jessica Vincent, Recreation Manager

SUBJECT: Request from USA Volleyball to Host the Youth Beach Volleyball National Championships July 18 through 23, 2019. APPROVE

RECOMMENDATION: Staff recommends that the Parks and Recreation Commission approve the USA Volleyball Youth Beach Volleyball National Championships July 16 through July 23, 2019.

FISCAL IMPLICATIONS: Any necessary City services will be billed to organizer at fully burdened rates as set forth in the User Fees and Cost Allocation Study.

BACKGROUND: On July 17, 2018 City Council approved the updated Special Events policy. The policy dictates that all events held in the summer, lasting 3 or more days are categorized as Level III events. Level III events must be reviewed and approved by City Council after review by the Special Events Committee and Parks and Recreation Commission.

USA Volleyball met with Staff in August, then submitted their application on September 30, 2018 to hold the beach volleyball tournament. USA Volleyball is the National Governing Body for volleyball and devoted to providing opportunities for all to participate in the sport of volleyball in a safe and positive environment.

DISCUSSION: USA Volleyball is proposing to host the Junior National Beach Volleyball Junior Championships, July 18-23 with the set up beginning on July 16 and the breakdown concluding on July 23. The event will be held on the Southside of the pier from 7:00am to 5:30pm, taking into consideration and accommodating City beach classes. The event will feature approximately 450 teams, 20x20 and 10x10 tents and the designated drop off locations will be decided with the Traffic Engineer.

This event was reviewed by the Special Event Committee on November 6, 2018. The Special Events Committee is moving the event forward to the Parks and Recreation Commission with the following concerns and requirements:

Police: Requires staffing from private security company, CSC and staff to assist with parking.

Fire: None

Public Works: None

Community Development: Permits will be needed for all tent structures larger than 10 x 10. Organizers will be encouraging uber/lyft/taxi ridesharing to reduce parking concerns and will have a designated drop-off/pick-up zone for the event.

Parks and Recreation: Provide porta potties, dumpsters and trash services.

PUBLIC OUTREACH/INTEREST: Staff determined that public outreach was not required for this issue.