

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

August 26, 2013
6:30 p.m.
City Hall

CONTENTS

Recap of the July 23, 2013 Joint Meeting between the City Council and Parks and Recreation Commission..... 1

ROLL CALL

- Present: Commissioners Manna, Allard, Allen, Rothans, and Miketa.
- Absent: Commissioners Hersman and Cajka.
- Others Present: Director of Parks and Recreation Mark Leyman and Recording Secretary Susan Blanco.

APPROVAL OF MINUTES

The May 20, 2013 minutes were approved with one meeting date correction.

CEREMONIAL

None.

AUDIENCE PARTICIPATION

Gary McAulay, President of the Manhattan Beach Historical Society stated he provided a presentation on this subject to the City Council recently at the joint meeting and is here this evening to make the same presentation to the Commission. He stated he sent the Commission an email package this evening with regard to this project and apologized for its late delivery. He continued by stating the Historical Society saved a 12X14 foot shed from demolition and the Historical Society wishes to restore the building to its original state as a Real Estate Office and relocate it adjacent to the Historical Society Museum building at Polliwog Park. He noted the Historical Society has already received permission for the project from the School Board who owns the property at Polliwog Park. Mr. McAulay stated the Historical Society was informed the request would need to go through the Parks and Recreation Department and that is what brings him before the Commission this evening. He stated it is fundamentally a Historical Society project and stated the work to the structure itself would be professionally done and would be managed by the Eagle Scout. However, there may be some parts that would have volunteer labor involved. He stated Eagle Scout, Hunter Bernard would manage the project and is present this evening. He also requested that the City assist with a concrete slab and electrical power lines and that the rest of the funds for the project would come from fundraising. He stated the building would be used for storage for the Historical Society Museum and as an educational structure and a focal point for visitors to come and take pictures in front of the building.

Mr. McAulay stated he was available to answer any questions and stated the Eagle Scout is also available for questions as well.

Commissioner Manna asked Parks & Recreation Director Mark Leyman if it was appropriate for the Commission to proceed with questions since the item was not agendaized and Mr. Leyman stated yes, as long as no action is taken. He also stated if the Commission wanted to discuss the item at the next meeting, it could be agendaized and recommendations could be made.

Commissioner Manna stated he wasn't sure if the item should be brought before the Commission or not based on discussion at the joint meeting.

Commissioner Rothans asked Mr. McAulay if the City Council had asked him to bring the item to the Commission and Mr. McAulay stated it was Parks and Recreation Director, Mark Leyman who made the request.

Mr. McAulay stated that it was hoped this project would be completed by now and unveil it during the Concerts in Park series and tie it all together with a big fundraising membership drive. Now the concern is the weather and restoring the building prior to the rainy season as construction would halt if that was to occur and then it would be next summer without completion of the project. He also stated that the timing also affects the fundraising efforts and wasn't sure what that cycle was. Mr. McAulay also stated the City agreed to store the structure and requested it be removed within 1 year, which would be in approximately three weeks, but noted the City has been very kind and Mr. Price, Maintenance Superintendent stated they would work with the Historical Society.

Commissioner Rothans asked Mr. McAulay to provide the spelling of his name for the record and Mr. McAulay did so.

Commissioner Rothans stated the Commission was bound by the Brown Act, which precludes the Commission from voting on any substantive issues unless the item was on the agenda which was posted last Friday and unfortunately we didn't receive your packet until 5:17 p.m. today, so it was not posted on the agenda last Friday. Commissioner Rothans stated the Eagle Scout should not have to wait around months until we place the item on next month's agenda and then on to the City Council in another 30 days or so. He stated he would be willing to hold a special meeting on Monday, September 9, 2013 for the sole purpose of hearing this request, addressing it, and passing it on to the City Council that way it would be completed before the mid-September deadline. The Commission could at least assist with a temporary reprieve if we have the votes to allow the structure to remain at the City Yard beyond the deadline. He continued by stating he would have to ask the Commission their availability and willingness to hold a special meeting on September 9, 2013.

Commissioner Manna asked if the item is put on the agenda could it be pulled off by the City Council stating it is not a Parks & Recreation issue or could the Commission put it on their agenda and then it could go before the City Council. Mr. Leyman stated the item can be put on the Commission agenda, proceed with that, and then send the recommendation to City Council. Mr. stated it is a sizable building and it would be in a prevalent place at Polliwog Park and stated it should be vetted through the public process and noted it is important for the

Commission to review it and make recommendations, and make sure the Commission is comfortable with the placement, location, and use, etc., of the Real Estate Office.

Commissioner Rothans asked Mr. McAulay if he could provide a Power Point presentation, photos, or something so the Commission could see what the structure looks like. Mr. McAulay stated he will be out of the country September 9th and stated the Eagle Scout could make the presentation in his absence. General discussion ensued with regard to a date for the special meeting. Mr. McAulay stated it is up to the Commission and their schedule when the meeting should be held. Commissioner Rothans stated Mr. Carmany had some issues, not just with putting down a slab, but building code and other issues. Commissioner Rothans stated that wasn't the concern of the Commission and could staff put together a report with building code issues, electrical issues, etc. Mr. Leyman stated yes, staff can put together report with all the various department concerns, recommendations, and options. Mr. Leyman stated that it probably would not go before the City Council until the first meeting in October.

Commissioner Rothans stated his concern that the item was not agendized for this meeting and the Commission needs to address the issue and move it on or reject it as the case may be. Mr. McAulay stated that he only thought he would be speaking for the 3-minute time period and stated the email packet was provided so the Commission could review the background of the project. He stated there is some City Council support and stated he hadn't done blueprints and so forth and that a green light is need from the City before moving forward.

General discussion ensued by the Commission to determine the way forward.

MOTION: Commissioner Rothans made a motion to agendize the item at a special meeting to be held Monday, September 9, 2013, at 6:30 p.m., and the sole item to be the Manhattan Beach Historical Society request for approval by the Parks and Recreation Commission to hear a presentation by Mr. Hunter Bernard regarding a prospective Eagle Scout Project to restore a Real Estate Office to be located at Polliwog Park. The Commission requests that Mr. Bernard, and possibly members of his troop, provide a presentation and some sort of visual item so the Commission could see what the structure looks like and where it is proposed to be installed and anything else that would benefit the Commission in their consideration recognizing the Commission will not be getting into the nuances of the building code or planning issues, simply the placement of the building in concept. The motion was seconded by Commissioner Allard.

Ayes: Commissioner Manna, Allard, Allen, Rothans, and Miketa.
Noes: None.
Abstain: None.
Absent: Commissioners Hersman and Cajka.

Mr. Leyman stated there is a Library Commission meeting the same evening, but he would find a suitable location for the meeting.

GENERAL BUSINESS

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Commissioner Manna asked Mr. Leyman to provide comments and Mr. Leyman stated that Ms. Blanco passed along the Facilities Strategic Plan and the community resources

element of the General Plan documents to the Commission for review as well as the staff memorandum from the meeting. He stated that from the meeting there wasn't specific direction for moving forward other than categorizing the strategic, tactical and immediate need. So with that, and the Commission digesting all of the information, what are the Commission's priorities, and what are the 1, 2 or 3 items the Commission would like to see on next month's agenda to discuss and make recommendations to the City Council.

Commissioner Allard stated that going back to his first meeting he recalled the Parks and Recreation Commission passed a Resolution to proceed with Skateboard Park public hearings and that was the priority. Commissioner Manna agreed and stated he looked at both documents and both mention a Skate Park. Commissioner Manna stated he also noted that in the documents facility safety was a priority.

Commissioner Allard asked if there was a staff report on the Skate Park. Mr. Leyman stated he will have to research it and if there was he would provide it to the Commission prior to the next Commission meeting.

General discussion ensued regarding possible items to discuss such as the background of the Skate Park item and what location would be suitable. Mr. Leyman asked if they visited any Skate Parks and Commissioner Manna stated a group visited Skate Parks in El Segundo, Hermosa and possibly Gardena. He stated he did general research on-line as well. General discussion ensued regarding the past history of the Skate Park in the General Plan. He also stated there had been discussion of movies on the beach or at Polliwog Park. He stated that the season has probably passed and is probably a low priority.

Mr. Leyman stated that after the Commission's review of the material if anything jumped out and the Commission felt it was a community priority or a discussion item for the Commission, absolutely this is the time for the Commission to bring it up.

Commissioner Allard stated there is a greater need today than 5 years ago for a Senior Center and stated whether the Commission wanted to discuss it. Commissioner Manna stated that when the Parks Master Plan was discussed they were informed to ignore the structures and stated they would have to get into the footprint of the parks and how the open spaces are used, etc.

Commissioner Allard asked for clarification on what the Commission can discuss based on what they think is important and then come up with a short list of items the Commission would like to take on and ask City Council's permission to do so. Mr. Leyman stated that is correct and stated that the larger items the Commission would like to take on should wait until after the CIP process and Council's way in on that to see what funds are available and where there priorities are will help dictate what the future discussion items are as well.

Commissioner Rothans stated that subsequent to the joint meeting in July, Councilmember Burton reached out to him and they met last week and he requested that the Commission look at the Dial-A-Ride Program. He stated that Councilmember Burton felt there are some issues and concerns. Commissioner Rothans stated he didn't know why or what the issues are, and stated he was meeting with Phyllis Kramer on

Wednesday of this week and is quite anxious for that meeting. He stated Councilmember Burton requested that the Commission meet with Eve Kelso, Phyllis Kramer, and others about some issues related to Dial-A-Ride. Commissioner Rothans requested the Parks and Recreation Director, Mark Leyman to place the Dial-A-Ride presentation on the agenda for the September meeting and have Eve Kelso make a presentation on the Dial-A-Ride program, what the status is, and what the issues and concerns are. Mr. Leyman stated absolutely and stated he would like to suggest that the different divisions such as Aquatics and Cultural Arts provide an overview at future meetings.

Commissioner Rothans stated he was unavailable for the regular meeting of September 23rd and asked if the meeting could be moved to the 30th. Discussion ensued with regard to the Commission's availability and several others were not available on the 30th as well. Commissioner Rothans stated he really wanted to hear the presentation on the Dial-A-Ride program especially since Councilmember Burton asked him to bring it to the Commission's attention.

Commissioner Manna stated he was also contacted by Councilmember Burton regarding Dial-A-Ride and stated he was meeting with him tomorrow. In preparation for that meeting he stated he met with Eve Kelso and Jan Buike to talk about Dial-A-Ride and the Older Adults Program and the Beach Cities Health District involvement with the Older Adults Program. He stated he was very familiar with the program and stated he thought it was a great program and noted he was on the Senior Advisory Committee prior to the Commission. He stated he got into the nitty-gritty with Eve Kelso and felt he could answer questions. He stated he felt Councilmember Burton was on a fact finding effort.

Commissioner Rothans stated the City give \$1M dollars a year to the Health District and felt Councilmember Burton's concern is to get more back from services and learn more about how City government works and about funding. He is also very much in favor of the Older Adults Program and wants to see it grow as we all would. Commissioner Rothans stated he met with Councilmember Burton a week ago Friday for almost 2 hours and knows he met with Jan Buike last week for 2 hours and he has a meeting either this week or next week with Eve Kelso. Commissioner Rothans stated Councilmember Burton is trying to get everyone on the same page.

Student Commissioner Miketa requested a brief explanation of the Dial-A-Ride program and Commissioner Manna asked Mr. Leyman to provide an explanation. Mr. Leyman stated it is a door-to-door service for people with disabilities and older adults 55 and over. He stated it is a really wonderful service and stated earlier in his career with the City he oversaw the Dial-A-Ride program and what he saw first and foremost was the connection the drivers and the dispatchers have with the older adults. He stated they are an extension of their immediately family. He stated if there are any health concerns, or whatever it is, the older adults are getting that immediate feedback. For example if they don't call in for a regular pickup and don't answer if the dispatcher calls. The staff is following up with that older adult to find out what's going on with them and if they need assistance. Mr. Leyman stated the most important part of the program is the connection the older adults have with the staff at Dial-A-Ride.

Commissioner Manna stated it is very similar to a taxi curb-to-curb or door-to-door service and stated a one-way trip for anyone 55 and older costs 25 cents anywhere in

Manhattan Beach and Mr. Leyman stated for a medical appointment it is 50 cents. Commissioner Manna stated the return trip would also be 25 cents. He also stated the service also goes to the Metro Station at Marine and back. He stated essentially you call and reserve an appointment and stated there are 2 or 3 buses per day. Mr. Leyman stated there is extended hours on Thursday for those wanting to go out to dinner with services into the evening to 9:00 p.m. Commissioner Manna stated there are only 20 seats available on the bus so seating is limited. It is also recommended that you reserve in advance. The benefit is the drivers know who the older adults are and stated it is more than just a ride. He also stated that based on his discussions it is beneficial for people over 55 to at least try it so if they were to need it they would know how to access the service. He also stated that for medical appointments that may take several hours the driver would return later to pick the person up.

Commissioner Allen stated his 80 year old neighbor uses the Dial-A-Ride Service and they help her get in and out with her packages He stated it is a great program.

Commissioner Manna asked Mr. Leyman to place the Dial-A-Ride presentation and the Skateboard Park on the agenda for the next meeting and Mr. Leyman agreed.

COMMISSION ITEMS

Commissioner Allard stated that last year the Older Adults Program had a joint project with the High School Students at Mira Costa to put together a living history of people who were born and raised here in Manhattan Beach in the 20s, 30s, 40s, and 50s and still live here and have lived here all their lives. He stated the students ask questions and the seniors answer the questions. The project is a 20-minute video and Commissioner Allard asked the Commission if they would like to see it. The Commission agreed and the video was played.

Commissioner Allard stated there is another project with Mr. Hernandez's video class. It is a short promotional for the Older Adults Program about 14-16 minutes that will hopefully be done in the next couple months. In fact, Mr. Mark Leyman was interviewed last week for the project.

Mr. Leyman stated the video was well done and thanked Commissioner Allard for sharing it with the Commission.

There was general discussion regarding changing the date of the Commission meeting to September 16th and Commissioner Manna stated he was not sure how flexible the City was with changing the dates of Commission meetings and Mr. Leyman stated that it is a good point and stated it could be a concern for the general public if they are relying on the standing meeting date.

General discussion ensued and Mr. Leyman stated he didn't see a problem with adjusting the schedule for a special meeting, however, there is a meeting in the Council Chamber on September 16th from 6-8 p.m. and suggested Susan Blanco could send out an email to confirm a date and location to accommodate the presentation.

STAFF ITEMS

None.

ADJOURNMENT

The meeting was adjourned at 7:54 p.m.

DRAFT