

**MINUTES OF A REGULAR MEETING OF THE
TORRANCE PARKS AND RECREATION COMMISSION**

1. CALL TO ORDER

The Torrance Parks and Recreation Commission convened in a regular session at 7:00 p.m. on Wednesday, August 8, 2012, in the West Annex meeting room at Torrance City Hall.

2. ROLL CALL

Present: Commissioners Baxter, Gilbert, Greenberg,
Hays, Ning, Taniguchi, and Chairperson Mayeda.

Absent: None.

Also Present: Community Services Director Jones,
Senior Business Manager Minter, and
Recreation Services Manager Brunette.

3. FLAG SALUTE

Commissioner Baxter led the Pledge of Allegiance.

4. AFFIDAVIT OF POSTING

MOTION: Commissioner Gilbert moved to accept and file the report of the City Clerk on the posting of the agenda for this meeting. Commissioner Hays seconded the motion; a voice vote reflected unanimous approval.

5. APPROVAL OF MINUTES

5A. MINUTES OF JUNE 13, 2012

MOTION: Commissioner Gilbert moved for the approval of the June 13, 2012 Parks and Recreation Commission meeting minutes as presented. Commissioner Baxter seconded the motion; a voice vote reflected unanimous approval.

6. ORAL COMMUNICATIONS #1

None.

7. OLD BUSINESS

7A. PUEBLO PARK UPDATE

Community Services Director Jones provided background regarding the selection of new play equipment for Pueblo Park. He reported that, based on input from the community and Commission, staff will be moving forward with an item to City Council for

a purchase order for Option D. He was pleased to announce that Public Works Department installed new curbing, parkway, and sidewalks in front of the park property as part of the Del Amo Extension project. He stated that a landscape design firm would provide technical specifications for the grass playing field, incorporating a walkway, turf and irrigation planning, security lighting, fencing options, and landscaping ideas. He noted that the community is delighted, that the playground equipment and bathroom will be installed in October or November, and that the entire project will be complete within one year.

8. NEW BUSINESS

8A. APPROVAL OF THE 2011 PARKS AND RECREATION COMMISSION ANNUAL REPORT

Community Services Director Jones expressed appreciation to Commissioner Taniguchi for her assistance in preparing the Annual Report.

MOTION: Commissioner Hays moved to approve the Parks and Recreation Commission Annual Report for July 2011 to June 2012. Commissioner Gilbert seconded the motion; a voice vote reflected unanimous approval.

9. STANDING COMMITTEE UPDATES

9A. FACILITIES COMMITTEE

Has not met.

9B. GRANTS COMMITTEE

Commissioner Gilbert reported that grant applications would be going out next week, with the due date in mid-September.

9C. OPEN SPACE COMMITTEE

Has not met.

9D. PROGRAMS COMMITTEE

Commissioner Hays expressed his appreciation to staff for the successful 55th Parks and Recreation Annual Awards dinner on July 11.

10. MONTHLY DEPARTMENT ACTIVITY

10A. ADMINISTRATIVE SERVICES DIVISION

Senior Business Manager Minter noted that the Administrative Services Division Reports for June and July 2012 were included in agenda packets.

Commissioner Baxter noted the decrease in registrations in June 2012 from June 2011, including on-line enrollments.

Senior Business Manager Minter explained that net revenue has decreased due to problems with camp registrations, higher fees, the Internet registration convenience fee, and general economic downturn. He pointed out that lower non-resident rates will not begin until fall and expressed hope that this would bring some of the non-residents back.

In response to Commissioner Baxter's inquiry, staff offered to check with neighboring cities to see if they are experiencing the same percentage of registration declines.

Community Services Director Jones stated that all municipalities are experiencing reduced budgets and diminishing registrations but that Torrance is doing better than most cities because of the broader spectrum of programs and classes that it offers.

10B. PARK SERVICES DIVISION

Community Services Director Jones noted that the Park Services Division Reports for June and July 2012 were included in agenda materials. He reported that an extra crew has been added to keep up with mowing and that a eucalyptus tree fell on the Wilson Park pond shed.

Senior Business Manager Minter informed Commissioners that both parking lots at Columbia Park are scheduled to be reslurried.

Commissioner Hays inquired about construction at El Prado Park at Arlington Avenue and staff offered to check into it.

10C. RECREATION SERVICES DIVISION

Recreation Services Manager Brunette noted that the Recreation Services Division Reports for June and July 2012 were included in agenda packets. He called attention to the Youth Volleyball Survey Results, Youth Volunteer Leadership Training Program, and high registration numbers for Adult Basketball in the June Report. He thanked Commissioner Gilbert for participating in the Youth Council selection process. Referring to the July Report, he highlighted the popular Henry Bibby Basketball Camp and summer day camps.

Commissioner Baxter questioned the Average Attendance figures for the Saturday Market in the Torrance Certified Farmers' Market Monthly Report in Attachment A and staff offered to check into its accuracy.

11. ORAL COMMUNICATIONS FROM THE PUBLIC #2

11A. Commissioners expressed appreciation to staff and Programs Committee for a successful 55th Parks and Recreation Annual Awards dinner on July 11.

Community Services Director Jones thanked staff and Commissioners for participating in the unique event.

11B. Senior Business Manager Minter announced the next Movie in the Park on August 25 at El Retiro Park and stated that the Fall Seasons guide has been mailed out.

11C. Recreation Services Manager Brunette encouraged Commissioners to attend the Aquacade Swim show “Splish, Splash Gotta’ Dance 100 Years of Making Waves” on August 17-18.

11D. Community Services Director Jones regrettfully informed the Commission that a volunteer at Madrona Marsh passed away on August 8.

11E. Community Services Director Jones stated that the Citizen Development and Enrichment Committee would be looking at the subsidy plan, Madrona Marsh, marketing plan, Torrance Art Museum, and senior excursions on August 13. He expressed hope that solutions would be found by the next budget process and encouraged Commissioners to provide their input.

11F. Commissioner Gilbert stated that she is looking forward to the new Downtown Torrance Farmers’ Market on August 9, 2012.

11G. Commissioners congratulated Chairperson Mayeda on his election and successful first meeting as well as to Commissioner Taniguchi for her prior service.

11H. Commissioner Greenberg stated that she is looking forward to the opening of “Fiddler on the Roof” on August 11, 2012.

12. ADJOURNMENT

MOTION: At 7:42 p.m., Commissioner Taniguchi moved to adjourn the meeting to September 12, 2012 at 7:00 p.m. in the West Annex meeting room. Commissioner Gilbert seconded the motion and, hearing no objection, Chairperson Mayeda so ordered.

Approved as Amended September 12, 2012 s/ Sue Herbers, City Clerk
