

**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, September 14, 2011, in the West Annex meeting room at Torrance City Hall.

**2. ROLL CALL**

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

Absent: Commissioner Ning.

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

**3. FLAG SALUTE**

Commissioner Mayeda 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 Mayeda seconded the motion; a voice vote reflected unanimous approval.

**5. APPROVAL OF MINUTES**

**5A. MINUTES OF AUGUST 10, 2011**

**MOTION:** Commissioner Gilbert moved to approve the August 10, 2011 Commission meeting minutes as submitted. Commissioner Hays seconded the motion; a voice vote reflected unanimous approval (absent Commissioner Ning).

**6. ORAL COMMUNICATIONS #1**

The Commission welcomed Torrance Youth Council members Matthew Yu from South High School, Grant Torre from West High School, Joo Hee Pak from Torrance High School, and Gloria Kang from North High School.

June Lee, Vanderhill Road, expressed her appreciation to the Commission for honoring her with a service award at the Parks and Recreation Commission Annual Awards Banquet on July 13, 2011.

She distributed photographs of vandalism that occurred at Seaside Heroes Park on September 11, 2011. She recognized Park Services staff for removing the graffiti within two and a half hours of reporting the incident.

**7. NEW BUSINESS**

**7A. COMMUNITY SERVICES DEPARTMENT'S PROMOTIONAL VIDEO PRESENTATION**

Senior Business Manager Minter showed a promotional video made by CitiCABLE, airing on Channel 3, and linked to the City's website. The video shows Vision, Mission, and Value Statements as well as activities offered by the Department that include Library programs, classes, Torrance Art Museum, Farmers' Market, Madrona Marsh Preserve, Cultural Arts Center, Park Services, Benstead Plunge, and Movies in the Park.

**8. NEW BUSINESS**

**8A. DOG OBEDIENCE CLUB DONATION**

Recreation Services Manager Brunette requested that the Commission accept another generous donation from the Dog Obedience Club of Torrance and recommend that the donation be used to buy replacement bags for the dog waste bag program. He noted that the grand total of their donations to date is \$36,835.

Park Services Manager stated that it costs \$2,000 per year to purchase replacement bags.

**MOTION:** Commissioner Hays moved to accept a \$1,000 donation from the Dog Obedience Club of Torrance and to recommend that the donation be used for the dog waste bag program. Commissioner Gilbert seconded the motion; a voice vote reflected unanimous approval (absent Commissioner Ning).

**8B. SCHEDULING OF JOINT MEETING WITH CULTURAL ARTS COMMISSION**

Community Services Director Jones provided background on City Council's request that the Parks and Recreation Commission and Cultural Arts Commission meet to discuss and develop philosophies about classes and programs offered to the community. He stated that discussion would include the types of classes and programs offered, the benefits of offering them, and whether they should be offered to generate revenue or to serve citizens. He recommended that the joint meeting take place at the next Parks and Recreation Commission meeting on October 12, 2011 at the West Annex meeting room. He offered to provide an agenda item and stated that the two Chairpersons would facilitate the meeting.

**MOTION:** Commissioner Mayeda moved to schedule a joint meeting of the Parks and Recreation Commission and Cultural Arts Commission at the regularly scheduled Parks and Recreation Commission meeting on October 12, 2011 at the West Annex meeting room. Commissioner Greenberg seconded the motion; a voice vote reflected unanimous approval (absent Commissioner Ning).

**9. STANDING COMMITTEE UPDATES**

**9A. FACILITIES COMMITTEE**

Has not met.

**9B. GRANTS COMMITTEE**

Commissioner Gilbert reported that City Council approved the Financial and Narrative Reports on September 13, 2011 and noted that 25 applications were received by the September 14, 2011 deadline for next year's Grants program.

**9C. OPEN SPACE COMMITTEE**

Has not met.

**9D. PROGRAMS COMMITTEE**

Commissioner Hays reported that the Programs Committee met on September 14, 2011 to discuss criteria for the Sports Wall of Honor recipients and that the Committee will meet again in two weeks.

**10. MONTHLY DEPARTMENT ACTIVITY**

**10A. ADMINISTRATIVE SERVICES DIVISION**

Senior Business Manager Minter noted that the Administrative Services Division Report for August 2011 was included in agenda packets. He distributed the new Miramar Park Weddings brochure and commented that there was a wedding two weeks ago. He reviewed the comparison of registrations in the Report for summer 2010 versus summer 2011.

**10B. PARK SERVICES DIVISION**

Park Services Manager Carson noted that the Park Services Division Report for August 2011 was included in agenda materials. He reported that the picnic shelter at Paradise Park should be complete on September 15, 2011. He discussed gopher and ground squirrel control with the use of Fumitoxin, noting that in October 2011 the City will be required to post warning signs at park entrances.

In response to Commissioner Hays' inquiry, he explained that the domestic water line break at Pueblo Park was for potable water.

**10C. RECREATION SERVICES DIVISION**

Recreation Services Manager Brunette noted that the Recreation Services Division Report for August 2011 was included in agenda packets.

Commissioner Baxter commended Nature Center Manager/Naturalist Drake for her beautifully written report.

**11. ORAL COMMUNICATIONS FROM THE PUBLIC #2**

**11A.** Commissioner Greenberg stated that she attended the September 11, 2011 memorial service.

**11B.** Commissioner Hays stated that he also attended the September 11, 2011 memorial service and that he and his family were impressed with the Aquacade swim show and volunteers.

**11C.** Chairperson Taniguchi announced the 19<sup>th</sup> Annual Salvation Army Torrance Corps and Community Services Department Health and Resource Fair on September 17, 2011.

**11D.** Community Services Director Jones announced the 19<sup>th</sup> Annual Fall Bazaar at the Cultural Arts Center as well as a Coastal Clean Up at Torrance Beach on September 17, 2011.

**11E.** Community Services Director Jones discussed changes in the parks and recreation industry and noted that Torrance is often the frontrunner. He stated that the City of Fresno has begun charging Little Leagues for maintenance of fields, noting that in Torrance not only are Little Leagues responsible for maintaining fields but are charged for their water use.

**11F.** Commissioner Gilbert encouraged Commissioners to register for the Centennial kick off event "Lights, Camera, Action" on November 6, 2011.

**11G.** Senior Business Manager Minter announced that City Council approved the design concept for the Centennial Plaza at El Prado Park on September 13, 2011 with only minor modifications. He distributed copies of California Summer 2011 Parks and Recreation magazines.

**11H.** Recreation Services Manager Brunette stated that box lacrosse teams will be using the roller rink at Wilson Park. He encouraged everyone to attend the Thursday downtown Torrance Farmers' Market, adding that the six-month trial period ends this month.

**11I.** Recreation Services Manager Brunette announced an upcoming California Parks and Recreation Society roundtable in the City of Manhattan Beach and encouraged Commissioners to visit the CPRS website.

**11. ADJOURNMENT**

**MOTION:** At 7:50 p.m., Commissioner Gilbert moved to adjourn the meeting to October 12, 2011 at 7:00 p.m. in the West Annex meeting room. Commissioner Mayeda seconded the motion and, hearing no objection, Chairperson Taniguchi so ordered.

Approved as Submitted October 12, 2011 s/ Sue Herbers, City Clerk
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