

**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, December 8, 2010, in the West Annex meeting room at Torrance City Hall.

2. ROLL CALL

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

Absent: None.

Also Present: Community Services Director Jones, Senior Business Manager Minter, Recreation Services Manager Brunette, Park Services Manager Carson, Recreation Services Senior Supervisor Kelso, and Recreation Specialist II Thompson.

*Commissioner Robbins arrived at 7:05 p.m.

3. FLAG SALUTE

Commissioner Ning led the Pledge of Allegiance.

4. AFFIDAVIT OF POSTING

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

5. APPROVAL OF MINUTES

5A. MINUTES OF NOVEMBER 10, 2010

MOTION: Commissioner Mayeda moved for the approval of the November 10, 2010 Commission meeting minutes as submitted. Commissioner Taniguchi seconded the motion; a voice vote reflected unanimous approval.

6. ORAL COMMUNICATIONS #1

Torrance Youth Council members Serena Tsay from CAMS and Matthew Yu from South High School introduced themselves.

7. OLD BUSINESS

7B. RECOMMENDATION TO APPROVE A “NO SMOKING” ORDINANCE IN CITY PARKS

This item was taken out of order.

Commissioner Hays, Chairperson of the Open Space Committee, provided background and requested that the Commission approve the “No Smoking” Ordinance in City Parks included in agenda attachments. He stated that the Open Space Committee met on September 8, September 29, and November 10, 2010 to develop the Ordinance and that the City Attorney’s Office has approved its final revision.

Community Services Director Jones expressed his appreciation to the Open Space Committee and as well as Ms. Joan Waddell, Program Director for the NCADD/South Bay. He stated that the Ordinance would prohibit all tobacco products in or on City parks to include walkways, parking lots, Benstead Plunge, Madrona Marsh and Nature Center, and Sea Aire Golf Course.

MOTION: Commissioner Mayeda moved to concur with the Open Space Committee recommendation to approve the “No Smoking” Ordinance in City Parks as presented and to forward it to City Council for consideration. Commissioner Taniguchi seconded the motion; a voice vote reflected unanimous approval.

7A. SEASIDE HEROES PARK STATUS UPDATE

Senior Business Manager Minter provided a slide presentation on construction progress at Seaside Heroes Park. He reported that construction is nearing completion and next steps are to complete the irrigation and landscaping, install sod in four turf areas, and final cleanup. He noted that construction of the Memorial Wall is complete and that staff is working with the community to approve the layout and coordinate the installation of tile on the Wall. He showed slides of the unique play equipment that includes a climbing wall and multi-colored rubberized surface. He stated that there will be a job walk on December 14, 2010 and encouraged Commissioners to attend the official ribbon cutting ceremony on January 22, 2011.

Commissioner Robbins complimented the mission-style lighting.

Commissioner Taniguchi commended staff and offered her opinion that Seaside Heroes Park will be one of the most beautiful parks in Torrance.

In response to Commissioner Hays’ inquiry, Senior Business Manager Minter described the two bronze dedication plaques that will be placed on the pilasters at the Kathryn Avenue entrance.

Responding to Commissioner Ning’s inquiry, he advised that the budget was approximately \$1 million, with 80% funded through Proposition 40.

8. NEW BUSINESS

8A. APPROVAL OF 2010-2011 GRANT FUNDING FOR NON-PROFIT SOCIAL SERVICES AGENCIES

Recreation Services Manager Brunette introduced the item and welcomed Recreation Services Senior Supervisor Kelso.

Senior Supervisor Kelso presented the Grants Committee recommendation to approve grant funding in the amount of \$20,942.06 for 13 non-profit social services agencies for the 2010-2011 Grant Program. He stated that 24 applications were received and that the unused 2009 grant funds from Enrichment Through Employment in the amount of \$942.06 were rolled over to this year's Grant Program. He noted that, if approved by the Commission, the recommendation would be forwarded to City Council for consideration along with an independent review of the applicants' requests prepared by a staff committee.

In response to Commissioner Baxter's inquiry, Commissioner Gilbert and staff members explained the interviews that were conducted with agency representatives and the selection process used by Committee members in making their recommendations.

MOTION: Commissioner Hays moved to recommend funding for the 2011 Grant Program to the following non-profit agencies: The Beacon House - \$1,300; Behavioral Health Services, Inc. - \$2,000.06; The Children's Dental Center - \$1,500; Enrichment Through Employment - \$1,500; Harbor Interfaith Services - \$2,000; National Council on Alcoholism - \$1,500; New Life Advocacy - \$2,000; Pregnancy Help Center - \$1,742; South Bay Literacy Council - \$2,500; St. Paul's United Methodist Church - \$2,000; Su Casa - \$600; Switzer Learning Center - \$1,300; and The Wellness Community - \$1,000. Commissioner Taniguchi seconded the motion; a voice vote reflected unanimous approval.

8B. DOG OBEDIENCE CLUB DONATION

Recreation Services Manager Brunette requested that the Commission accept a \$1,000 donation from the Dog Obedience Club. He noted that this donation brings the grand total of donations from the Dog Obedience Club to date to \$34,585. He stated that the Club is requesting that the funds be used toward the purchase of dog waste bags at Walteria Park.

MOTION: Commissioner Robbins moved to accept a \$1,000 donation from the Dog Obedience Club to be used toward the purchase of dog waste bags at Walteria Park. Commissioner Hays seconded the motion; a voice vote reflected unanimous approval.

9. STANDING COMMITTEE UPDATES

9A. FACILITIES COMMITTEE

Has not met.

9B. GRANTS COMMITTEE

Previously discussed in Item 8A.

9C. OPEN SPACE COMMITTEE

Previously discussed in Item 7B.

9D. PROGRAMS COMMITTEE

Has not met.

10. MONTHLY DEPARTMENT ACTIVITY

10A. ADMINISTRATIVE SERVICES DIVISION

Senior Business Manager Minter noted that the Administrative Services Division Report for November 2010 was included in agenda packets. He reported that the first week of walk-in registration was last week. He was pleased to introduce Recreation Specialist Annie Thompson who began in her position in late June 2010.

Recreation Specialist Thompson discussed some of the projects she has been working on that include touring City parks and a wedding at Miramar Park.

In response to Commissioner Hays' inquiry, Senior Business Manager Minter explained that the monthly facilities revenue totals vary each month by timing and when checks are deposited.

10B. PARK SERVICES DIVISION

Park Services Manager Carson noted that the Park Services Division Report for November 2010 was included in agenda materials. He reported that the picnic shelter at Columbia Park will be completed by mid-January 2011 and will be a nice enhancement to the Park.

10C. RECREATION SERVICES DIVISION

Recreation Services Manager Brunette noted that the Recreation Services Division Report for November 2010 was included in agenda packets. He reported that the Turkey Trot was a great event, with a 10% increase in participation from last year. He expressed appreciation to Chairperson Gilbert for shooting the starting pistol as well as Youth Council members for their assistance.

Commissioner Robbins commended Nature Center Manager Tracy Drake for the passion that she puts into Madrona Marsh reports.

11. ORAL COMMUNICATIONS FROM THE PUBLIC #2

11A. Joan Waddell, Program Director for the NCADD/South Bay expressed appreciation to the Commission for recommending the approval of the "No Smoking" Ordinance in City Parks. She announced that she has a funding source that can provide the "No Smoking" signage at no cost to the City.

11B. Commissioners and staff wished each other a happy holiday season.

11C. Commissioner Hays stated that he enjoyed the Turkey Trot and announced the Historical Society's reading of "'Twas the Night Before Christmas" on December 12, 2010.

11D. Commissioner Ning expressed his appreciation to staff members, fellow Commissioners, and Youth Council members for a fulfilling year.

11E. Commissioner Robbins thanked staff for the work they have done on Seaside Heroes Park and shared information about the December 8, 2010 State of the County luncheon that he attended.

11F. Commissioner Mayeda relayed his regrets that he was unable to participate in the Turkey Trot this year.

11G. Commissioner Baxter commended staff for their efforts on Seaside Heroes Park and reminded the Commission that he will be absent at the January 2011 Commission meeting.

11H. Chairperson Gilbert stated that she and her family enjoyed the Turkey Trot and mentioned that the Centennial Committee is working on a brochure of events planned.

12. ADJOURNMENT

MOTION: At 7:50 p.m., Commissioner Mayeda moved to adjourn the meeting to January 12, 2010 at 7:00 p.m. in the West Annex meeting room. Commissioner Hays seconded the motion and, hearing no objection, Chairperson Gilbert so ordered.

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