

**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 7:01 p.m. on Wednesday, March 9, 2016 in the West Annex meeting room, Torrance City Hall.

**2. ROLL CALL/MOTIONS FOR EXCUSED ABSENCE**

Present: Commissioners Hays, Love, Mayeda,  
Reilly, Uchima, and Chairperson Greenberg.

Absent: Commissioner Baxter.

Also Present: Senior Business Manager Minter and  
Park Services Manager Carson.

**MOTION:** Commissioner Reilly moved to grant Commissioner Baxter an excused absence for the March 9, 2016 Commission meeting. Commissioner Love seconded the motion; a roll call vote reflected 6-0 approval.

**3. FLAG SALUTE**

Commissioner Uchima led the Pledge of Allegiance.

**4. AFFIDAVIT OF POSTING**

**MOTION:** Commissioner Hays moved to accept and file the report of the City Clerk on the posting of the agenda. Commissioner Uchima seconded the motion; a roll call vote reflected 6-0 approval (absent Commissioner Baxter).

**5. APPROVAL OF MINUTES**

**5A. MINUTES OF FEBRUARY 10, 2016**

**MOTION:** Commissioner Uchima moved to approve the Commission meeting minutes of February 10, 2016 as presented. Commissioner Love seconded the motion; a roll call vote reflected 6-0 approval (absent Commissioner Baxter).

**6. ORAL COMMUNICATIONS #1**

The Commission welcomed Torrance Youth Council member Daniel Chae.

**7. OLD BUSINESS**

**7A. TOYOTA SPORTS COMPLEX 2015 ANNUAL REPORT**

Senior Business Manager Minter presented the Annual Report for the Toyota Sports Complex for calendar year 2015 included in Attachment A. He provided background and reviewed a chart showing the numbers of hours that organizations used the fields during the year, noting that soccer is the dominant use. He described organizations that used the fields, adding that FRAM Soccer Club, LA Galaxy South Bay, and AYSO Area 1F were the top users. He noted that the facility has the ability to grow and that they have received requests to extend past 10:00 p.m.

He reviewed revenue and expenditure budgets and noted that the facility generated \$243,614 in excess revenue during 2015. He stated that actual field rentals were higher than projected and light fees were less than projected. He noted that they hope to have day camps during the summer months to generate additional revenue. Referring to the chart of expenditures, he stated that salaries exceeded the budgeted amount, and that they plan to enhance the staffing budget to reflect a minimum of two staff at all times. He noted that \$222,056 was transferred to the Capital Improvement Fund at the end of FY2015 for the replacement of the synthetic turf. He stated that currently the turf is in excellent condition; however, it has an expected life span of eight to ten years. He added that they are also considering adding a shaded eating area.

Commissioner Hays suggested providing easy-ups for shade, and Senior Business Manager Minter stated that they are available for tournaments but have caused problems when there is wind.

**8. NEW BUSINESS**

**8A. MADRONA MARSH PRESERVE AND NATURE CENTER ANNUAL PRESENTATION**

Park Services Manager Carson relayed Naturalist/Manager Drake's request that her presentation be deferred to the May 2016 Commission meeting.

**8B. DOG OBEDIENCE CLUB DONATION AND USE TOWARD DOG BAG PROGRAM**

Park Services Manager Carson requested that the Commission accept a \$1,000 donation from the Dog Obedience Club of Torrance and that it be used toward the dog waste bag program. He noted that this donation brings the grand total of their donations to date at \$44,835 as listed in Attachment B.

**MOTION:** Commissioner Hays, seconded by Commissioner Mayeda, moved to accept the donation from the Dog Obedience Club of Torrance and that it be used towards the dog waste bag program; a roll call vote reflected 6-0 approval (absent Commissioner Baxter).

**8C. PROPOSED IMPROVEMENTS TO PLAYGROUND EQUIPMENT AT LOS ARBOLES "ROCKETSHIP" PARK**

Senior Business Manager Minter provided background and presented staff's recommendation that the Commission support the selection of option A-2 for new playground equipment at Los Arboles Park. He called attention to supplemental correspondence received after agenda packets were prepared. He reported that three equipment options A, B, and C were presented at community meetings on February 18 and 20 at Los Arboles Park. He stated that staff and a representative from Dave Bang & Associates evaluated the feedback and developed option A-2 (Attachment C). He noted that this option incorporates elements from all three designs and includes a teeter totter and monkey bars. With the aid of slides, he described current equipment and options A, B, C, and A-2. He noted that the rocket ship, moon lander, and sand pit are staying and that surfacing of the play equipment area would be engineered wood chips.

In response to an inquiry from Commissioner Mayeda, he stated that the estimated cost of the project is \$125,000. He added that construction would take six to eight weeks from the time the equipment is ordered and that it should be completed by summer.

Responding to Commissioner Uchima's inquiry, staff explained advantages of wood chips and disadvantages of rubber or sand surfacing.

Chairperson Greenberg inquired about the request for restrooms in the supplemental correspondence, and Senior Business Manager Minter stated that neighbors are opposed to it.

Commissioner Reilly commended Dave Bang & Associates for their creativity, noting that the final rendition is better than any of the three original options.

**MOTION:** Commissioner Mayeda moved to recommend that City Council approve the selection of option A-2 for playground equipment at Los Arboles Park. Commissioner Uchima seconded the motion; a roll call vote reflected 6-0 approval (absent Commissioner Baxter).

**9. STANDING COMMITTEE UPDATES**

**9A. GRANTS COMMITTEE**

Chairperson Greenberg reported that the Grants Committee met on March 9 and reviewed the 2015 Financial and Narrative Statements from nine award recipients for the Non-Profit Social Service Agency Grant Program. She stated that staff was asked to provide award letters for each Statement and would bring back a recommendation for approval at the April Commission meeting.

**10. MONTHLY DEPARTMENT ACTIVITY**

**10A. ADMINISTRATIVE SERVICES DIVISION**

Senior Business Manager Minter noted that the Administrative Services Division Report for February 2016 was included in agenda packets.

**10B. PARK SERVICES DIVISION**

Park Services Manager Carson noted that the Park Services Division Report for February 2016 was included in agenda packets. He reported that staff has been occupied with cleanup from the January 31 wind event, with the majority of damage at Wilson Park. He noted that a total of 34 trees were lost, 24 at Wilson Park, and that replacement would be considered after the drought has ended.

**10C. RECREATION SERVICES DIVISION**

Senior Business Manager Minter noted that the Recreation Services Monthly Report for February 2016 was included in agenda materials. He reported that the Youth Basketball season is coming to an end.

**11. CORRESPONDENCE FOR COMMISSION REVIEW**

**11A.** Chairperson Greenberg relayed a request from the Youth Council requesting that a Commissioner participate on the selection committee on March 31 for the Beat the Odds scholarship program. Commissioner Reilly expressed interest in participating, and Chairperson Greenberg offered to serve as a backup.

**11B.** Chairperson Greenberg announced the 17<sup>th</sup> annual Pancake Breakfast at the ATTIC on April 2.

**12. ORAL COMMUNICATIONS #2**

**12A.** Commissioners Hays and Reilly spoke.

**13. ADJOURNMENT**

**MOTION:** At 8:10 p.m., Commissioner Mayeda moved to adjourn the meeting to April 13, 2016 at 7:00 p.m. at the West Annex meeting room. Commissioner Hays seconded the motion; a roll call vote reflected unanimous approval.

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Approved as submitted April 13, 2016 s/ Rebecca Poirier, City Clerk
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