

**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 7:02 p.m. on Wednesday, September 9, 2009, in the West Annex meeting room at Torrance City Hall.

2. ROLL CALL

Present: Commissioners Cook, Gilbert, Orpe, Robbins, Taniguchi, and Chairperson Ning.

Absent: Commissioner Hazell.

Also Present: Community Services Director Jones, Recreation Services Manager Brunette, Senior Business Manager Minter, Acting Park Services Manager Centofanti, Senior Recreation Supervisor Kelso, and Engineering Manager Ringland.

MOTION: Commissioner Gilbert moved to grant Commissioner Hazell an excused absence for the September 9, 2009 Commission meeting. Commissioner Cook seconded the motion; a voice vote reflected unanimous approval.

3. FLAG SALUTE

Commissioner Cook led the Pledge of Allegiance.

4. AFFIDAVIT OF POSTING

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

5. APPROVAL OF MINUTES

5A. MINUTES OF AUGUST 12, 2009

MOTION: Commissioner Robbins moved for approval of the August 12, 2009 Commission meeting minutes as submitted. Commissioner Taniguchi seconded the motion; a voice vote reflected unanimous approval (absent Commissioner Hazell).

6. ORAL COMMUNICATIONS #1

None.

7. NEW BUSINESS

7A. PARKS AND RECREATION COMMISSION'S CERTIFICATE OF THANKS TO TORRANCE HOME DEPOT

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

Senior Recreation Supervisor Kelso provided a presentation on the Recreation Division's Carpenter Wagon program and its partnership with Torrance Home Depot store #618. He reported that Home Depot has provided quality programming and woodworking to youth ages 6 to 14 for the past two summers at different City parks. He noted that Home Depot has provided staff, assistance, and materials for the program for over 700 participants. He presented a video segment "The Carpenter Wagon Returns for the Summer" produced by CitiCABLE that shows participants learning to saw, hammer nails, sand, and paint with the assistance of their parents.

Community Services Director Jones expressed his appreciation on behalf of the Department and presented a Certificate of Recognition to Stephanie Scheliga and store manager Chuck Messig for outstanding service to the City.

7B. ACCEPT DOG OBEDIENCE CLUB DONATION

Recreation Services Manager Brunette noted that a staff report and list of Dog Obedience Club donations to the City was included in agenda materials.

Community Services Director Jones expressed appreciation to Rick Jacobi from the Dog Obedience Club for dedication, cooperation, and generous donations since 1958. He stated that the donation would be used for the pilot program at Wilson Park to purchase dog waste bags.

In response to his inquiry, Mr. Jacobi stated that the Club has trained a total of approximately 16,000 dogs.

MOTION: Commissioner Robbins moved to accept a \$800 donation from the Dog Obedience Club of Torrance. Commissioner Taniguchi seconded the motion; a voice vote reflected unanimous approval (absent Commissioner Hazell).

7C. STATUS OF MCMASTER PARK PUMP HOUSE

Senior Business Manager Minter introduced the item and welcomed Engineering Manager Ringland from the Public Works Department.

With the aid of slides, Engineering Manager Ringland provided a presentation on the recently completed water well in McMaster Park that will replace the existing well. He discussed plans to construct a pump house in mid-November 2009 to support the new well, noting that the building appearance would be similar to the architectural features planned for the future library as developed in the master plan for McMaster Park. He stated that water would eventually be pumped to a site recently obtained behind Yukon Elementary School. He stated that the existing reservoir at McMaster Park will be removed and will become available for park development. He showed a drawing of the proposed one-story, approximately 8' x 10' well house and stated that no sound would emanate from it. He was pleased to announce that the new well will

produce more water than anticipated and that this and other planned wells will save the City approximately \$100 million over the next 45 to 50 years.

Responding to Commissioner Robbins' inquiry, he advised that the new well will serve the same areas as now and approximately 10% of the City.

7D. UPDATE ON MARKET RATE PROGRAM FEE COMPARISON STUDY

Community Services Director Jones reported that during the 2009 budget process the Department committed to conducting a Market Rate Program Fee Comparison Study and Average Cost Analysis of all classes and programs offered by the Cultural and Recreation Services Divisions. The purpose of the Study is to compare the Department's fees with similar classes and programs offered in other local municipalities that would allow staff to review and analyze the appropriate market rate fees. He advised that staff is developing a Request for Proposal (RFP) to solicit a consulting firm and, once received and reviewed, the item would come back to the Commission for funding recommendation.

7E. REPORT ON AD HOC COUNCIL COMMITTEE FOR COMMISSION REVIEW FOR DISCUSSION AND RECOMMENDATIONS

Senior Business Manager Minter reported that the Council Committee met on August 24, 2009 to initiate discussions in determining whether efficiencies could be created by reorganizing or consolidating City Commissions. He noted that History and Background of City Commissions, correspondence, and Minutes from the August 24, 2009 meeting were included in attachments. He stated that staff has been asked to calculate the annual cost of the Commission and to receive recommendations from Commissioners.

Commissioner Robbins stated his point of view that the Parks and Recreation Commission is active, is a good bridge between residents and staff/City Council, and that he would like to see it continue as it is now.

Commissioner Gilbert stated that she attended the August 24, 2009 meeting and was impressed by the passion of most Commissioners there, adding that many offered to give up their Commissioner compensation.

Commissioner Taniguchi stated that she has served on three Commissions and can see differences in responsibilities among the groups. She expressed support for keeping the Parks and Recreation as it is now and added that she was willing to give up her compensation as she considers herself a volunteer.

Commissioner Orpe concurred and stated that in good faith the Commissioners should offer to give up their compensation.

Chairperson Ning noted that Commissions are key ways that future leaders are born in the City.

MOTION: Commissioner Orpe moved to recommend that Parks and Recreation Commissioners give up their \$10/month Commissioner compensation. Commissioner Taniguchi seconded the motion; a roll call vote reflected unanimous approval (absent Commissioner Hazell).

Chairperson Ning welcomed Youth Council members Jasmine Park, North High School, and Brendon Villalobos, Bishop Montgomery High School.

8. STANDING COMMITTEE UPDATES

8A. FACILITIES COMMITTEE

Has not met.

8B. GRANTS COMMITTEE – GRANT PROGRAM

Commissioner Gilbert reported that grant applications are due September 16, 2009 and that October 13 and November 3, 2009 have been tentatively scheduled for hearings and November 4, 2009 for deliberations. She stated that she had the opportunity to monitor three of the five agencies that she was assigned to: Y.M.C.A., National Council on Alcoholism, and the Assistance League's "Operation Hug."

8C. OPEN SPACE COMMITTEE

Commissioner Gilbert reported that the Open Space Committee met on September 9, 2009 to discuss the dog court proposal and will meet again on October 14, 2009.

8D. PROGRAMS COMMITTEE

Has not met.

9. MONTHLY DEPARTMENT ACTIVITY

9A. ADMINISTRATIVE SERVICES DIVISION

Senior Business Manager Minter noted that the Administrative Services Division Report for August 2009 was included in agenda packets. He stated that it was a busy August, that classes start in a week and a half, and that he is looking forward to the fall season.

Commissioner Ning commended the Park Ranger program.

9B. PARK SERVICES DIVISION

Acting Park Services Manager Centofanti noted that the Park Services Division Report for August 2009 was included in supplemental materials. He stated that staff has been busy this summer supporting special events, tree dedications, providing park maintenance, and upgrading gazebos at Torrance and Osage Parks.

Commissioner Orpe requested that staff provide estimate costs for constructing and maintaining a dog court.

Community Services Director Jones advised that a potential location would need to be identified before determining costs and that it would be discussed at the October 14, 2009 Open Space Committee meeting.

9C. RECREATION SERVICES DIVISION

Recreation Services Manager Brunette noted that the Recreation Services Division Report for August 2009 was included in agenda packets and distributed Summer 2009 in Review at Madrona Marsh Preserve.

In response to Commissioner Robbins' inquiry, Community Services Director Jones explained that monitoring wells are being drilled at Columbia Park and Madrona Marsh Preserve to determine the extent of the saline plume.

10. ORAL COMMUNICATIONS FROM THE PUBLIC #2

10A. Commissioner Gilbert announced the Cultural Arts Foundation season opening on September 26, 2009 and the Public Library Foundation's presentation of Raising the Perfect Child Through Guilt and Manipulation with author Elizabeth Beckwith on October 7, 2009.

10B. Commissioner Robbins shared his positive observations of park usage at Delthorne Park.

10C. Commissioner Taniguchi noted how active the Commission is and expressed appreciation to the Dog Obedience Club for its donation.

10D. Chairperson Ning commented that there is a television program "Parks and Recreation."

10E. Senior Business Manager Minter announced the Employee Variety Show on September 12, 2009.

10F. Community Services Director Jones expressed appreciation to Commissioners for being advocates in the community and for supporting the Department.

11. ADJOURNMENT

MOTION: At 8:11 p.m., Commissioner Robbins moved to adjourn the meeting to October 14, 2009 at 7:00 p.m. in the West Annex meeting room. Commissioner Gilbert seconded the motion and, hearing no objection, Chairperson Ning so ordered.

Approved as Submitted October 14, 2009 s/ Sue Herbers, City Clerk
