

**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, December 9, 2009, in the West Annex meeting room at Torrance City Hall.

2. ROLL CALL

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

Absent: None.

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

3. FLAG SALUTE

Commissioner Gilbert led the Pledge of Allegiance.

4. AFFIDAVIT OF POSTING

MOTION: Commissioner Robbins 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 18, 2009

MOTION: Commissioner Gilbert moved for approval of the November 18, 2009 Commission meeting minutes as submitted. Commissioner Robbins seconded the motion; a voice vote reflected unanimous approval (with Commissioner Taniguchi abstaining).

6. ORAL COMMUNICATIONS #1

None.

7. NEW BUSINESS

7A. PROPOSED 2009-10 NON-PROFIT SOCIAL SERVICE AGENCY GRANT FUNDING

Recreation Services Manager Brunette presented the Parks and Recreation Commission Grants Committee recommendation that the Commission approve grant

funding in the amount of \$41,530 for the year 2009-10 Grant Program for Non-Profit Social Services Agencies to 19 agencies as identified in Attachment A.

Commissioner Robbins stated that grant requests from all 25 agencies were worthy of receiving funding and that the Grants Committee worked diligently to provide funding to those agencies that needed it the most.

MOTION: Commissioner Gilbert moved to approve grant funding in the amount of \$41,530 for the year 2009-10 Grant Program for Non-Profit Social Services Agencies as identified in Attachment A. Commissioner Robbins seconded the motion; a voice vote reflected unanimous approval.

7B. APPROVAL OF LEASE AGREEMENTS WITH YOUTH BASEBALL LEAGUES FOR USE OF CITY PROPERTY

Recreation Services Manager Brunette presented new lease agreements for use of City-owned properties as youth baseball fields with Torrance Little League, Riviera Little League, Torrance American Baseball League, and West Torrance Little League, for five-year terms beginning January 1, 2010 through December 31, 2014. He noted that current leases expire on December 31, 2009 and that modifications include the requirement that Leagues are responsible to pay for their own water usage.

In response to Commissioner Gilbert's inquiries about the lease with West Torrance Little League, Community Services Director Jones advised that language regarding liability comes from the Risk Manager's Office and additional requirements regarding Assignment and Subletting can be found under 14.b Liability.

Commissioner Robbins questioned the new policy allowing Leagues to have other groups on the property for fundraising purposes and Recreation Services Manager Brunette explained that these groups would probably be related to baseball and it would require approval from the Community Services Director.

Harold Marsh, Halison Street, expressed concern that West Torrance Little League (WTLL) would not create additional signage that supports the traffic flow plan. He stated that this language has been in the lease agreement for years but has never been done. He recommended holding off on this provision and revisiting it in six months if signage has not been created.

Rick Parr, Beran Street, representing WTLL board, related his understanding that only the City is allowed to install permanent traffic signage.

Community Services Director Jones, concurring with Mr. Parr, stated that WTLL would need to work with the City on this matter and assured both the League and Mr. Marsh that they would be accommodated.

Recreation Services Manager Brunette pointed out that it is difficult to enforce one-way traffic when the facility is not used only by WTLL.

Commissioner Orpe stated that he has observed WTLL endeavor to do everything they could to help direct the traffic flow.

MOTION: Commissioner Taniguchi moved to recommend approval of new lease agreements as presented for use of City-owned properties as youth baseball fields with Torrance Little League, Riviera Little League, Torrance American Baseball League, and West Torrance Little League, for five-year terms beginning January 1, 2010 through December 31, 2014. Commissioner Robbins seconded the motion; a voice vote reflected unanimous approval.

7C. APPROVAL OF DESIGN FOR PLAY EQUIPMENT AT GREENWOOD PARK

Senior Business Manager Minter provided background and requested that the Commission take public comment and approve funding in the amount of \$149,188.52 from the Capital Project Fund for the Greenwood Park Playground Equipment Project. He stated that the park is heavily used and the project cost includes a rubberized surface. He noted that the quote from Miracle Playgrounds and public notification of this meeting were included in attachments.

Responding to Commissioner Robbins' inquiry, Senior Business Manager Minter explained that there was only one bid because Miracle Playgrounds is the City's sole source vendor for playground equipment. He stated that Miracle has been an excellent vendor and using one vendor improves the City's ability to properly maintain and repair the equipment with interchangeable replacement parts.

Acting Park Services Manager Centofanti noted that Miracle's equipment is high quality and is used by most surrounding cities.

Community Services Director Jones provided additional information about Proposition A funding and the competitive bid process in the late 1980s that identified Miracle as the most reliable vendor. He stated that there are many playground equipment companies and, if directed by the Commission, the project could be put out to bid and postponed until next year.

When Commissioner Gilbert noted that one-third of the cost quoted was for the rubberized surface, Community Services Director Jones advised that it would be possible to split the project and have installation of the rubberized surface put out to bid.

Commissioner Robbins stated that he would like to see additional proposals for this project.

In response to Commissioner Taniguchi's inquiry, Community Services Director Jones stated that there is no urgency and that the present equipment is 17 years old but in safe condition.

Senior Business Manager Minter provided a power point presentation on the current and proposed configuration of playground equipment for two areas for ages 2 to 5 and ages 5 to 12, also showing available options for activity panels and spring riders.

In response to Chairperson Ning's inquiry, Senior Business Manager Minter stated that it might take three or four months to complete the bid process and that Miracle would have the opportunity to submit a bid as well.

Commissioner Cook noted the many advantages of using a single source vendor. He indicated that he did want to hold up the Greenwood Park project but suggested that next time replacement of play equipment be put out to bid.

Community Services Director Jones recommended that, if Commissioners agreed that playground equipment replacement should go out to bid, it would be better to do it now in this economic time than at a later date.

MOTION: Commissioner Robbins moved to postpone investment in playground equipment as submitted until competitive bids are obtained and proposals received from alternative suppliers including Miracle Playgrounds. Commissioner Gilbert seconded the motion; the motion died as reflected in the following 2-4 roll call vote (Chairperson Ning abstaining).

AYES: Commissioners Robbins and Gilbert.

NOES: Commissioners Cook, Hazell, Orpe, and Taniguchi.

MOTION: Commissioner Cook moved to concur with staff's recommendation to approve the design concept and project cost for the Greenwood Park Playground Equipment Project with an amendment that the next time playground equipment needs replacing that it goes out to competitive bid. Commissioner Taniguchi seconded the motion, the motion passed by a 6-1 roll call vote (Commissioner Robbins dissenting).

The Commission welcomed Youth Council members Zachary Gray (West High School), Brendon Villalobos (Bishop Montgomery High School), Brett Sukaguchi (West High School), and Chie Tamada (West High School).

8. STANDING COMMITTEE UPDATES

8A. FACILITIES COMMITTEE

Has not met.

8B. GRANTS COMMITTEE

Previously discussed under Item 7A.

8C. OPEN SPACE COMMITTEE

Has not met.

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 November 2009 was included in agenda packets. He reported that the November 15, 2009 Urban Cyclocross at Entradero Park was a successful event.

9B. PARK SERVICES DIVISION

Acting Park Services Manager Centofanti noted that the Park Services Division Report for November 2009 was included in agenda materials. He reported that they are still upgrading gazebos and providing routine maintenance.

9C. RECREATION SERVICES DIVISION

Recreation Services Manager Brunette noted that the Recreation Services Division Report for November 2009 was included in agenda packets.

Responding to Commissioner Orpe's inquiry, Senior Business Manager Minter discussed the challenge of scheduling and maximizing most efficient use of the Benstead Plunge.

10. ORAL COMMUNICATIONS FROM THE PUBLIC #2

10A. Rose Hand, Doris Way, expressed concern about parking problems in the area of the Doris Way Sump Little League Fields and voiced support for staff, Torrance American Baseball League, and residents working together to find solutions to problems.

10B. Commissioners and staff wished each other a happy holiday season.

10C. Commissioner Hazell stated that he enjoyed the Turkey Trot and it was noted that there were 3,500 registered participants.

10D. Commissioner Robbins stated that he enjoyed attending the naming ceremony of the Dee Hardison Sports Center at Wilson Park.

10E. Recreation Services Manager Brunette announced the Christmas Boutique on December 13, 2009 and was pleased to note that Mary Lou Weiss, Farmers' Market Manager, received a Green Pride in Torrance Award.

10F. Senior Business Manager Minter stated that the Open Space Committee needs to meet the first week of January 2010 to discuss the dog court proposal.

10G. Community Services Director Jones expressed appreciation to the Grants Committee and all Commissioners for their time and effort in serving the citizens of Torrance and Chairperson Ning thanked staff for their support and leadership.

11. ADJOURNMENT

MOTION: At 8:16 p.m., Commissioner Gilbert moved to adjourn the meeting to January 13, 2010 at 7:00 p.m. in the West Annex meeting room. Commissioner Taniguchi seconded the motion and, hearing no objection, Chairperson Ning so ordered.

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| Approved as Submitted January 12, 2010 s/ Sue Herbers, City Clerk |
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