

**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 7:04 p.m. on Wednesday, June 11, 2014 in the West Annex Meeting Room, Torrance City Hall.

2. ROLL CALL/MOTIONS FOR EXCUSED ABSENCE

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

Absent: Commissioner Uchima.

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

MOTION: Commissioner Baxter moved to grant Commissioner Uchima an excused absence for the June 11, 2014 Commission meeting. Commissioner Baxter seconded the motion; a roll call vote reflected unanimous approval.

3. FLAG SALUTE

Commissioner Baxter led the Pledge of Allegiance.

4. AFFIDAVIT OF POSTING

MOTION: Commissioner Reilly moved to accept and file the report of the City Clerk on the posting of the agenda. Commissioner Greenberg seconded the motion; a roll call vote reflected unanimous approval (absent Commissioner Uchima).

5. APPROVAL OF MINUTES

5A. MINUTES OF MAY 14, 2014

MOTION: Commissioner Greenberg moved to approve the Commission meeting minutes of May 14, 2014. Commissioner Love seconded the motion; a roll call vote reflected unanimous approval (absent Commissioner Uchima).

6. ORAL COMMUNICATIONS #1

Adrian Kimmok, Vermont Avenue, introduced himself and stated that he was at this meeting to learn more about park development.

7. NEW BUSINESS

7A. APPROVAL OF JULY IS PARKS AND RECREATION MONTH PROCLAMATION

Community Services Director Jones pointed out the Proclamation in agenda packets and recommended that the Commission request City Council to adopt this Proclamation at its June 24 meeting. Chairperson Hays indicated that he would be at the meeting to accept it.

MOTION: Commissioner Mayeda moved to approve the July is Parks and Recreation Month Proclamation and recommend that City Council adopt it. Commissioner Baxter seconded the motion; a roll call vote reflected unanimous approval (absent Commissioner Uchima).

7B. NOMINATIONS AND ELECTION OF CHAIR AND VICE CHAIR

Community Services Director Jones suggested that the Commission follow past practice and nominate Commissioners for Chairperson and Vice-Chairperson who have the most seniority.

MOTION: Commissioner Love moved to elect Commissioner Baxter for Chairperson and Commissioner Greenberg for Vice-Chairperson for the period July 2014 through June 2015. Commissioner Mayeda seconded the motion; a roll call vote reflected unanimous approval (absent Commissioner Uchima).

8. STANDING COMMITTEE UPDATES

8A. FACILITIES COMMITTEE

Commissioner Baxter reported that the Facilities Committee met on June 11 to finalize plans for the annual Parks and Recreation Awards Banquet on July 9. He stated that Committee members reviewed nominations and unanimously agreed on honorees in each category. He offered his regrets that he will be unable to attend the Banquet.

8B. GRANTS COMMITTEE - No report.

8C. OPEN SPACE COMMITTEE - No report.

8D. PROGRAMS COMMITTEE - No report.

9. MONTHLY DEPARTMENT ACTIVITY

9A. ADMINISTRATIVE SERVICES DIVISION

Community Services Director Jones noted that the Administrative Services Division Report for May 2014 was included in agenda packets. He reported that the L.A. Galaxy organization wants to offer adult soccer leagues during non-peak hours at Toyota Sports Facility and that City Council is considering their proposal at its June 17 meeting. He informed the Commission that netting is being installed on the fields at the Facility and should be completed by the end of the week.

Responding to Commissioner Reilly's inquiry regarding common incidents observed by Rangers in City parks, he stated that he would ask Senior Business Manager Minter if they keep data and track trends.

9B. PARK SERVICES DIVISION

Park Services Manager Carson noted that the Park Services Division Report for May 2014 was included in attachments. He stated that staff is busy working at Columbia Park and Wilson Park in preparation for the 2014 AYSO National Tournament on June 29 - July 6.

9C. RECREATION SERVICES DIVISION

Recreation Services Manager Brunette noted that the Recreation Services Division Report for May 2014 was included in agenda packets. He reported that they are in the process of recruiting for a vacant Recreation Supervisor position.

10. ORAL COMMUNICATIONS #2

10A. Park Services Manager Carson stated that the Division has completed the staff assessment process and commended Administrative Analyst Orpe for a job well done. He announced that they received approval to fill the vacant Park Supervisor position as well as maintenance workers and that by October they should be fully staffed.

10B. Community Services Director Jones discussed how the Department is being reshaped for the future and that the Administrative Services Division still needs organizing. He stated that the Library has 12 vacant positions and Park Services has seven or eight, and explained that it is difficult to have continuity when there are temporary staff members. He commended all staff for working so hard under pressure to do more with less.

10C. Commissioners congratulated Chairperson Hays for his wife Debbie being selected Citizen of the Year.

10D. Commissioner thanked Chairperson Hays for leading the Commission as Chairperson and congratulated Commissioners Baxter and Greenberg on being elected.

10E. Commissioner Baxter announced that there is a volunteer opportunity to weed at Seaside Heroes Park this weekend.

10F. Chairperson Hays thanked Commissioners for their support and announced that his children are playing in the AYSO National Tournament.

11. ADJOURNMENT

MOTION: At 7:34 p.m., Commissioner Love moved to adjourn the meeting in memory of Commissioner Mayeda's father to Wednesday, August 13, 2014 at 7:00 p.m. in the West Annex Meeting Room, Torrance City Hall. Commissioner Greenberg seconded the motion and, hearing no objection, Chairperson Hays so ordered.

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Approved as amended August 13, 2014 s/ Rebecca Poirier, City Clerk
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