

**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 7:03 p.m. on Wednesday, August 10, 2005, in the West Annex meeting room at Torrance City Hall.

**2. ROLL CALL**

Present: Commissioners Cook, Perkins, Robbins, Smoot,  
Taniguchi, Tookey, and Chairperson McGee.

Absent: None.

Also Present: Recreation Services Administrator Jones,  
Park Services Administrator Wilson. and  
Administrative Analyst Witzansky.

**3. FLAG SALUTE**

Dean Mayeda 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 Robbins seconded the motion; a voice vote reflected unanimous approval.

**5. APPROVAL OF MINUTES**

**5A. MINUTES OF JUNE 8, 2005**

**MOTION:** Commissioner Robbins moved for the approval of the June 8, 2005 Parks and Recreation Commission meeting minutes as submitted. The motion was seconded by Commissioner Cook and passed by unanimous voice vote approval (with Commissioner Tookey abstaining).

**6. OLD BUSINESS**

**6A. LAND MANAGEMENT TEAM'S RECOMMENDATION FOR THE UTILIZATION OF CERTAIN AREAS OF VCTOR PARK FOR THE DEVELOPMENT OF A CELL SITE**

Administrative Analyst Witzansky introduced the item and requested that the Commission review, comment, and provide input on a conceptual plan to lease park property to Sprint PCS for the construction and maintenance of a cell tower to be located

on a parking lot light standard and ground facility at the northeast corner of Victor Park's parking lot. He advised that location for the cell site originally proposed at the May 11, 2005 Commission meeting was no longer available due to an easement issue. He distributed photographs of the proposed site that would utilize an area of the parking lot where parking is not allowed and was determined by staff to be the least intrusive. He stated that the cellular company has assured staff that they would dress up the six-foot block wall or provide landscaping to upgrade the aesthetics of the perimeter. He conceded that there was a visual corridor issue and the possible loss of one parking space, but asked the Commission to consider if the \$27,600 annual revenue to be generated was worth the aesthetic alteration.

With the aid of additional photographs, he discussed three alternate sites that staff contemplated for the cell site as well as drawbacks associated with them.

He clarified that the existing light pole at the recommended site would be enlarged to house the cellular unit. He noted that the annual revenue would support a temporary groundskeeper for Park Services, restore their capital outlay budget to its original level, or to purchase several mowers.

In response to Chairperson McGee's inquiry, he explained that the original lease agreement was for five years, with four five-year options. He noted that it was in the cellular company's best interest to be at the location as long as possible.

Responding to Commissioner Robbin's inquiry, he stated that he would check with Land Management Team Chairperson Sunshine to see if the wireless company was required to remove all the equipment at the lease's termination. At Commissioner Robbin's suggestion, he stated that the possibility of partially sinking the structure could be explored.

Commissioner Tookey suggested the possibility of having a five-foot rather than six-foot high block wall.

Recreation Services Administrator Jones noted that the proposed location was not as high an activity area as the initially proposed site, and that it would not take open space away.

Commissioner Robbins suggested that the structure be installed against the Library wall, with the block wall painted to match the Library building. Recreation Services Administrator Jones expressed concern that the aesthetics of entering and exiting the Library would be affected.

Commissioner Perkins stated that he toured Victor Park and proposed that the end of the building, surrounded by landscaping, would be a preferable location for the cell site. He proposed a second location at the back of the north end of the parking lot, left of the stairs that lead to the picnic area. He stated that the structure would be approximately the same height as the existing hedges with no loss of parking spaces.

Recreation Services Administrator Jones advised that staff could explore his proposals with the cellular company.

**MOTION:** Commissioner Perkins moved to refer the item back to staff for additional consideration with the recommendation that funds generated be returned to the Park Services Division and to preserve the 3% escalator in perpetuity. Commissioner Cook seconded the motion; a voice vote reflected unanimous approval.

**7D. FARMERS' MARKET MONTHLY REPORT**

This item was considered out of order.

Administrative Analyst Witzansky presented the proposed template for a revised Farmers' Market Monthly Report as requested by the Commission at the June 8, 2005 Commission meeting. He requested that Commissioners review the document and provide additional feedback. He explained that it was difficult to provide expenditure data on a monthly basis and Commissioners agreed that the revenue to expenditure comparisons could be provided on a semi-annual or annual basis.

**7. NEW BUSINESS**

**7A. PRESENTATION TO DEAN MAYEDA**

Former Parks and Recreation Commissioner Dean Mayeda was presented with a plaque in appreciation for his service to the City from July 16, 1997 to January 15, 2005.

**7B. ACCEPTANCE OF DOG OBEDIENCE CLUB DONATION**

Recreation Services Administrator Jones requested that the Commission accept the donation of \$800 from the Dog Obedience Club. He noted that the Dog Obedience Club has been a very generous organization since 1958, with the grand total of \$29,585 donated to the Department to date.

**MOTION:** Commissioner Robbins moved to accept the \$800 donation from the Dog Obedience Club to be used for recreation equipment or programs. Commissioner Taniguchi seconded the motion; a voice vote reflected unanimous approval.

**7C. PARKS AND RECREATION COMMISSION ANNUAL REPORT FOR 2004-05**

Recreation Services Administrator Jones recommended acceptance of the Annual Report to be transmitted on to the City Council.

Commissioners Perkins and Tookey noted minor corrections.

**MOTION:** Commissioner Robbins, with a second by Commissioner Cook, moved to accept and file the Parks and Recreation Commission Annual Report for 2004-05 as amended and to forward it to City Council for approval; a voice vote reflected unanimous approval.

**8. STANDING COMMITTEE UPDATES**

**8A. OPEN SPACE COMMITTEE**

No report.

**8B. FACILITIES COMMITTEE**

No report.

**8C. PROGRAMS COMMITTEE**

No report.

**9. MONTHLY DEPARTMENT ACTIVITY**

**9A. PARK SERVICES DIVISION**

Recreation Services Administrator Jones noted that the Park Services Division Report in the material of record was for June and July 2005.

**9B. RECREATION SERVICES DIVISION**

Recreation Services Administrator Jones noted that the Recreation Services Division Report in the material of record was also for June and July 2005. He stated that this has been a very busy summer, with class registration exceeding last summers' numbers. He noted that staff was exploring different types of sports to be offered in the summers.

At Chairperson McGee's request, he discussed the remodeling of the Multi Purpose room at the ATTIC. He stated that the false ceiling has been removed and that windows will be replaced, with improvements scheduled for completion by October 2005.

Commissioner Perkins noted the 12% increase in class enrollment and requested that additional revenue generated be included in the report.

Park Services Administrator Wilson provided an update on Lago Seco Park improvements. He advised that the southern portion of the park has been fenced off and that the picnic area has been demolished.

Recreation Services Administrator Jones informed Commissioners that the universally-accessible tree house project at Wilson Park is scheduled to begin in September 2005.

**10. ORALS**

**10A.** Recreation Services Administrator Jones encouraged Commissioners to attend upcoming events that include the 50<sup>th</sup> Annual Aquacade on August 12-13, 2005, the 13<sup>th</sup> Annual Fall Boutique on September 17-18, 2005, the General Plan Update Workshop #8 on August 24, 2005, and the Harvest Health Fair on November 5, 2005.

**10B.** Commissioner Perkins congratulated the Programs Committee for the successful July 13, 2005 Awards Banquet.

**10C.** Commissioner Perkins noted the 20% decrease in graffiti on June 2005 Graffiti Report in the Recreation Services Division Report.

**10D.** Commissioner Robbins thanked staff for the revised Farmers' Market Report.

**10E.** Commissioner Robbins relayed positive comments received from teachers at Arnold Elementary School regarding Discovery Park.

**10F.** Commissioner Taniguchi stated that she enjoyed the Awards Banquet and congratulated the Programs Committee for the successful event.

**10G.** Commissioner Smoot stated that she was pleased to see the final Madrona Marsh Management Plan and commended Manager/Naturalist Drake.

**10H.** Chairperson McGee stated that he enjoyed the Awards Banquet and recognized Barbara Barker for her assistance.

**10I.** Recreation Services Administrator Jones announced that Barbara Barker was retiring effective October 31, 2005.

**11. ADJOURNMENT**

**MOTION:** At 8:07 p.m., Commissioner Robbins moved to adjourn the Parks and Recreation Commission meeting to September 14, 2005 at 7:00 p.m. The motion was seconded by Commissioner Tookey and, hearing no objection, Chairperson McGee so ordered.

Approved as Written September 14, 2005 s/ Sue Herbers, City Clerk
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