

August 14, 2013

**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 7:00 p.m. on Wednesday, August 14, 2013 in the West Annex meeting room, Torrance City Hall.

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

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

Absent: None.

Also Present: Community Services Director Jones, Senior Business Manager Minter, Park Services Manager Carson, Recreation Services Manager Brunette, and Administrative Analyst Orpe.

**3. FLAG SALUTE**

Commissioner Mayeda 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 Baxter seconded the motion; a voice vote reflected unanimous approval.

**5. APPROVAL OF MINUTES**

**5A. MINUTES OF JUNE 12, 2013**

**MOTION:** Commissioner Greenberg moved to approve the June 12, 2013 Commission meeting minutes as presented. Commissioner Love seconded the motion; a voice vote reflected unanimous approval (Commissioner Uchima abstaining).

**6. ORAL COMMUNICATIONS #1**

**6A.** The Commission welcomed guest Councilmember Kurt Weideman.

**6B.** John Ziegler, West 235<sup>th</sup> Place, softball umpire at Wilson Park, expressed concern that the league is losing teams to neighboring cities because the league fees are so high, especially the non-residency fees. He noted that they usually have 160 teams at Wilson Park and El Nido Park but now there are only approximately 91. He stated that it should not matter where you come from to play ball and urged them to consider lowering the league fees.

**6C.** Debra Corwin, West Bulova Street, inquired about the AYSO National Soccer games next year and the impact it will have on Columbia Park and parking.

Community Services Director Jones provided an overview regarding plans for the AYSO tournament scheduled for June 29–July 5, 2014 and how City businesses are expected to benefit from the event. He noted that there would not be pre-practices, that three City and one Torrance Unified School District properties would be impacted, and that Columbia Park would host the oldest category of soccer players. He stated that he is meeting with the AYSO National Chairman on August 30 to walk the fields and discuss parking issues, adding that a shuttle service from hotels is being considered.

7. **OLD BUSINESS** None.

8. **OPEN SPACE AND FACILITIES FUNDING REVIEW – AUGUST 2013**

Administrative Analyst Orpe provided background on how Open Space and Facilities Funds are allocated and the suspension of the City's Capital Budget for non-emergency projects since the economic downturn in 2008. He announced that the City is planning to implement a new five-year Capital Budget that will go before City Council in October 2013. He noted that the recommended priority list from February 2013 is still mostly valid but presented recommended changes to certain projects that are higher priority or more likely to be completed within the Capital Budget Period. Referring to the list of Open Space and Facilities projects in the Capital Budget as of August 2013, he pointed out projects that are already approved by City Council and have been assigned FEAP numbers. He called attention to Attachment B that breaks down funding recommendations to be added to existing projects, noting that the projects are not ranked in any priority order.

He stated that the Facilities Fund contains a total of \$870,064, of which \$236,820 has been allocated to existing projects, with \$633,244 remaining to be assigned to projects. He briefly described recommended projects in Attachment B that include Wilson Park Gymnasium Floor Maintenance, Pueblo Community Center and Plaza, Lago Seco Park Bathroom Replacement, and Wilson Park Gazebo. He noted that Plunge Facilities Upgrade and Walteria Eastside Picnic Area have been taken off the list to help fund these projects and that General Services is already scheduled for the Bartlett Center Air Conditioner Installation.

Administrative Analyst Orpe presented the list of projects in Attachment B being recommended for funding from Open Space Funds that has a total of \$1,460,665 remaining to be assigned. He briefly reviewed the list of projects that include Wilson Park Landscape, Park Safety Netting, Torrance Park Redevelopment, Park Security Lighting Project, El Nido Ball Diamond Lights, and Pueblo Park Renovation Project. He stated that there is no longer a need for the Maintenance Storage Building at Wilson Park and that most of the funds allocated for this project were deleted to help fund other projects.

He provided background on the Park Bench/Table Replacement as well as Playground Equipment Renovation and Parts Replacement and the commitment to move forward with installation of new systems. He presented the recommendation that \$70,064 in Facilities Funding and \$90,000 in Open Space Funding be reserved for contingencies or unexpected projects that may need attention during the five-year budget cycle.

Community Services Director Jones stated that the Department is trying to get projects completed, noting that his highest priority is moving forward with Pueblo Park.

He stated that the landscape architect is on board and will complete the design as soon as the 555 Maple Avenue project has gone out to bid. He advised that they are also moving forward as soon as possible with construction contracts for Lago Seco Park Bathroom Replacement and El Nido Ball Diamond Lights.

Responding to Commissioner Greenberg's inquiry, staff explained that generally the lowest responsible bidder for construction projects is selected; however, they work closely with General Services and a multi-departmental review team to vet out viable bids.

Commissioner Baxter inquired about funding for the new multi-sport facility at 555 Maple Avenue, and Community Services Director Jones explained that half of the funding came from General Funds that were set aside for a North Torrance Library project at McMaster Park that did not happen.

Commissioner Greenberg voiced her support for setting funds aside for a skateboard park in the City and staff indicated that they would also like to have one someday.

Mr. Ziegler stated that the City has had several skateboard parks and that there were lots of injuries, noting that he would prefer to see a skate ring built.

Lee Ybarra, Del Amo Boulevard, stated that the Pueblo Park neighborhood has long been neglected and has a good foundation of families. He expressed his appreciation to staff and stressed the need for the Pueblo Park Project to go forward as soon as possible.

**MOTION:** Commissioner Baxter moved to recommend approval of Capital Project funding levels as presented in Attachment B and to authorize the Community Services Department to use the balance of funding as contingency funds. Commissioner Greenberg seconded the motion; a voice vote reflected unanimous approval.

**8B. APPROVAL OF THE 2012 PARKS AND RECREATION COMMISSION ANNUAL REPORT**

Community Services Director Jones presented the Parks and Recreation Commission Annual Report for July 2012 to June 2013. He expressed appreciation to former Chairperson Mayeda for preparing the report and asked Commissioners to offer any corrections or additions.

**MOTION:** Commissioner Baxter moved to recommend approval of the Parks and Recreation Commission Annual Report for July 2012 to June 2013 as presented. Commissioner Greenberg seconded the motion; a voice vote reflected unanimous approval.

**9. STANDING COMMITTEE REPORTS**

**9A. FACILITIES COMMITTEE – No report**

**9B. GRANTS COMMITTEE – No report.**

**9C. OPEN SPACE COMMITTEE – No report.**

**9D. PROGRAMS COMMITTEE** – No report.

**10. MONTHLY DEPARTMENT ACTIVITY**

**10A. ADMINISTRATIVE SERVICES DIVISION**

Senior Business Manager Minter noted that the Administrative Services Division Reports for June and July 2013 were included in agenda packets. He shared information about the transition in the Registration and Facility Booking offices to a new software system. He expressed appreciation to Recreation Specialist Hume and Program Coordinator Parr for their tireless efforts as well as CIT and Treasurer's Departments for their support.

He informed the Commission about the residential slurry seal program that will affect some of the neighborhood parks. He reported that preliminary plans for McMaster Park project were submitted today and that there have been two successful Movies in the Park so far, with "Cloudy with a Chance of Meatballs" scheduled for Paradise Park on August 30. He stated that funding for the Home Improvement Project is now under the Community Development Block Grant Program, with the goal to keep seniors safely in their homes.

Chairperson Hays was pleased to note the increase of enrollments for both months and that there were no incidents reported for Shakespeare in the Park at Wilson Park on July 27.

**10B. PARK SERVICES DIVISION**

Park Services Manager Carson noted that the Park Services Division Reports for June and July 2013 were included in attachments. He reported that the first mowing of the renovated Columbia Park soccer fields has been completed and that the fields are now being mowed twice a week. He discussed new signage regulations posted at park entrances notifying the public about gopher control fumigation, noting that all fumigation takes place underground and not on the surface.

**10C. RECREATION SERVICES DIVISION**

The Recreation Services Division Reports for June and July 2013 were included in agenda materials. He pointed out an error for revenue to date figures for July in the Farmers' Market Report. He provided an update on West Nile virus detection at Madrona Marsh Preserve, noting that they hope to reopen the Preserve in two weeks if testing is negative.

**11. ORAL COMMUNICATIONS #2**

**11A.** Community Services Director Jones encouraged Commissioners to see Torrance Theatre Company's "Willy Wonka" at the Armstrong Theatre that ends August 17.

**11B.** Community Services Director Jones discussed plans to honor Mary Lou Weiss, former Farmers' Market Manager, with a tree and park bench outside the Manager's office. He informed Commissioners that a new Manager, Joyce Chan, has been hired and will begin August 26.

**11C.** Commissioner Uchima requested an excused absence for the September Commission meeting.

**11D.** Commissioners and staff congratulated Chairperson Hays for successfully leading his first Commission meeting.

**11E.** Chairperson Hays expressed concern that the Centennial Plaza has become barren and staff explained that the greenery should not be walked on, that new pavers have been installed for people to walk on, and that the area would be replanted.

**12. ADJOURNMENT**

**MOTION:** At 8:32 p.m., Commissioner Uchima moved to adjourn the meeting to Wednesday, September 11, 2013 at 7:00 p.m. in the West Annex meeting room at Torrance City Hall. Commissioner Love seconded the motion and, hearing no objection, Chairperson Hays so ordered.

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Approved as submitted September 11, 2013 s/ Sue Herbers, City Clerk
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