

September 11, 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 7:01 p.m. on Wednesday, September 11, 2013 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, Senior Business Manager Minter, Recreation Services Manager Brunette, and Administrative Assistant Rosell.

**MOTION:** Commissioner Reilly moved to grant Commissioner Uchima an excused absence for the September 11, 2013 Commission meeting. Commissioner Mayeda seconded the motion; a voice vote reflected unanimous approval.

**3. FLAG SALUTE**

Commissioner Reilly led the Pledge of Allegiance.

**4. AFFIDAVIT OF POSTING**

**MOTION:** Commissioner Mayeda moved to accept and file the report of the City Clerk on the posting of the agenda. Commissioner Greenberg seconded the motion; a voice vote reflected unanimous approval.

**5. APPROVAL OF MINUTES**

**5A. MINUTES OF AUGUST 14, 2013**

**MOTION:** Commissioner Greenberg moved to approve the August 14, 2013 Commission meeting minutes as presented. Commissioner Reilly seconded the motion; a voice vote reflected unanimous approval (absent Commissioner Uchima).

**6. ORAL COMMUNICATIONS #1 – None.**

**7. OLD BUSINESS – None.**

**8. NEW BUSINESS**

**8A. ACCEPTANCE OF DOG OBEDIENCE CLUB DONATION**

Recreation Services Manager Brunette requested that the Commission accept a \$1,000 donation from the Dog Obedience Club of Torrance and that it be used toward the dog waste bag program. He noted that this brings the grand total of their donations to date at \$39,835.

In response to Commissioner Reilly's inquiry, Community Services Director Jones stated that currently there are disposal bag sites at Wilson Park, Walteria Park, and Seaside Heroes Park, with installation of more stations planned for the future.

**MOTION:** Commissioner Baxter, seconded by Commissioner Mayeda, moved to accept the donation from the Dog Obedience Club of Torrance and that it be used towards the dog waste bag program; a voice vote reflected unanimous approval (absent Commissioner Uchima).

**8B. SUMMER 2013 "MOVIES IN THE PARK" REVIEW**

Senior Business Manager Minter reported that the Summer Movie program was very successful and that the three movies had good turnouts. He stated that he is looking forward to next year's program that will follow the theme "Paws to Read."

**8C. STATUS OF COLUMBIA PARK FIELD RENOVATION PROJECT**

Community Services Director Jones provided background on the Columbia Park Field Renovation Project approved by City Council in April 2013. He noted that all six sports fields have been renovated at a cost of approximately \$160,000, with the goal to sustain these fields in good playing condition through the 2014 AYSO National Tournament and beyond. He reported that the fields are scheduled to re-open to the community on a permit only basis on September 21. He stated that, in order to protect the fields and maintain sustainable turf, it has been determined that there can only be a designated amount of hourly usage that can take place on each field, approximately 105 hours per week. He noted that staff is developing a short-term and long-term game plan to protect the fields and plans to bring an item with staff's recommendations for the Commission's consideration. He stated that fencing the fields in a way that will still allow pedestrians and joggers to access that area is being considered as well as creating a space in the park for drop-in use.

Commissioner Mayeda stated that fencing off fields and requiring permits seems more specialized than recreational. He received clarification from staff that youth non-profit organizations do not pay for the use of fields, that the fields are not exclusively for soccer but are for any field sport, and requiring permits is necessary to change the present first come, first served basis.

Recreation Services Manager Brunette pointed out that this is not new and that Torrance is one of the few remaining cities that have not controlled field use by permit. He stated that seasons are now year round, that rugby, football, and lacrosse teams want to use fields, and there has been an explosion of club teams. He maintained that there is a huge demand and not nearly enough fields and, if unchecked usage is allowed, the fields will just be dirt. He added that fences are necessary because enforcement would be difficult.

In response to Commissioner Reilly's inquiry, Community Services Director Jones stated that initially there would be six foot temporary fences until a long-range plan is developed, and that the fences would be removed for the National Tournament.

**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 Report for August 2013 was included in agenda packets. He forewarned Commissioners to expect a change in format for Facility Booking and Registration due to the transition to a new software system. He noted that the reports would provide more representative information and give the Commission a clearer, more accurate picture.

Responding to Commissioner Greenberg's inquiry, he stated that there are different rental fees for private and non-profit organizations, adding that City Council is firm in its policy to not charge fees to Torrance based non-profits unless it is a special activity. Referring to her inquiry about amplified sound violations, he explained that amplified sound is allowed at Wilson Park gazebo and Torrance Park with a permit, noting that they cannot exceed a certain decibel reading. He added that they are working with Community Development to acquire decibel readers.

**10B. PARK SERVICES DIVISION**

Community Services Director Jones noted that the Park Services Division Report for August was included in attachments. He shared information about the new free Little Libraries at Pueblo Park community center and Discovery Park.

**10C. RECREATION SERVICES DIVISION**

Recreation Services Manager Brunette noted that the Recreation Services Division Report for August 2013 was included in agenda materials. He highlighted the heavy Plunge use and the 40 participants in the Aquacade program. He stated that the new Farmers' Market Manager, Joyce Chan, would be introduced at a future Commission meeting. He provided an update on West Nile virus detection at Madrona Marsh Preserve, noting that it is safe to be on the Preserve during daylight hours.

Community Services Director Jones stated that as a precautionary measure the Friends of Madrona Marsh fundraising event on September 21 has been cancelled.

**11. ORAL COMMUNICATIONS #2**

**11A.** Community Services Director Jones introduced Administrative Assistant Cynthia Rosell who started on July 1.

**11B.** Community Services Director Jones thanked the Commission for its support over the busy summer.

**11C.** Senior Business Manager Minter announced that the Five Year Capital Project Plan would be considered by City Council on October 15.

**12. ADJOURNMENT**

**MOTION:** At 7:56 p.m., Commissioner Mayeda moved to adjourn the meeting to Wednesday, October 9, 2013 at 7:00 p.m. in the West Annex meeting room at Torrance City Hall. Commissioner Reilly seconded the motion and, hearing no objection, Chairperson Hays so ordered.

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Approved as submitted October 9, 2013 s/ Sue Herbers, City Clerk
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