

**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 7:02 p.m. on Wednesday, October 10, 2012, in the West Annex meeting room at Torrance City Hall.

2. ROLL CALL

Present: Commissioners Baxter, Gilbert, Greenberg,
Hays, Ning, Taniguchi, and Chairperson Mayeda.

Absent: None.

Also Present: Community Services Director Jones, Senior Business Manager
Minter, Recreation Services Manager Brunette, Park Services
Manager Carson, Senior Analyst Orpe,
Assistant to the City Manager Sunshine, and Park Ranger
Supervisor Fujimori.

3. FLAG SALUTE

Torrance Youth Council member Grant Torre 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 Gilbert seconded the motion; a voice vote reflected unanimous approval.

5. APPROVAL OF MINUTES

5A. MINUTES OF SEPTEMBER 12, 2012

MOTION: Commissioner Hays moved for the approval of the September 12, 2012 Parks and Recreation Commission meeting minutes as presented. Commissioner Baxter seconded the motion; a voice vote reflected unanimous approval.

6. ORAL COMMUNICATIONS #1

Torrance Youth Council members Jillian Free, Minji Kim, Serena Tsay, Jeffrie Gonzalez, and Grant Torre introduced themselves.

8A. CELL SITE PROPOSAL FOR SUR LA BREA PARK

This item was taken out of order.

Assistant to the City Manager Sunshine presented a Verizon Wireless proposal to construct a cellular antenna site at Sur La Brea Park. He distributed supplemental material received after posting of the agenda and apologized for failing to send notifications to homeowners associations. He noted that this was just a proposal, that no lease is in place, and there would be two additional opportunities for public input.

With the aid of slides, he described the proposal that would utilize 375 square feet at ground level near the restrooms and a 65-foot mono-pine to house the antenna. He stated that the initial term is five years, with four five-year renewals, and would generate \$29,400 annually to the Parks and Recreation Revolving Fund. He noted that the proposal would not take away from any usable park area.

Responding to Commissioner Hays' inquiries, Mr. Sunshine stated that the equipment facility would be adjacent to the restrooms and that the lease rate is competitive and on the high end.

John Bailey, Walnut Street, representing Southeast Torrance Homeowners' Association (SETHA), expressed concern that the proposal does not include a statement of compliance with CEQA. He maintained that the proposed equipment facility is near the meeting room and that it would be better to use the space for two picnic tables. He stated that there are other usable areas at Sur La Brea Park and that SETHA intends to request an Environmental Impact Report.

David Serrato, 235th Place, voiced his objection to the proposal due to aesthetics and health concerns, adding that Verizon already has good coverage in the area.

Steve Skoll, 236h Street, stated that SETHA's Board of Directors recommends that income generated from the lease be used to make improvements at Sur La Brea Park that include the jogging trail, pedestrian walkway, and picnic tables and benches.

Dee Hardison, 236th Street, discussed the development of Sur La Brea Park, recommended placing the equipment facility in a different location in the park and, if approved, to use revenue generated from the lease to make improvements at the park.

Don Clouch, West 238th Street, questioned if there would be further lease negotiations and maintained that revenue generated should be used to make upgrades at Sur La Brea Park.

Miguel and David Sepulveda, West 237th Street, expressed concern about health risks from cell towers.

Mr. Sunshine provided clarification that there is no lease and only general terms have been negotiated. He stated that location of the equipment shed could be negotiated and that any required CEQA analysis would be conducted if the project is submitted. He noted that the purpose of this meeting was to solicit input to see if they should move forward with the proposal. He stated that the Commission could recommend that income be used for Sur La Brea Park but that it would be decided by City Council. He asked the representative from Verizon to discuss safety concerns.

Robert Perez, Venice, stated that the tree antenna would need to be at a high elevation but that the equipment facility could be relocated as long as it is within 150 feet. Referring to health concerns, he recommended researching studies on reputable Internet sites such as American Cancer Society. He added that, if necessary, Verizon could conduct a test showing exactly how much wattage the site is putting out.

Mr. Bailey suggested that the Commission recommend asking Verizon to meet with residents in the area to further clarify the need for the proposal.

Commissioner Ning questioned who would benefit from the proposal, what the general expert opinion on health hazard studies of cell sites are, and whether Verizon has looked at other areas in the park to install the equipment shed.

Mr. Perez responded that the area has inadequate cell coverage and that the community and emergency responders would benefit. He maintained that the general consensus is that there are no significant health effects attributed to cell sites and urged them to research reputable studies done by universities and American Cancer Society.

When Commissioner Ning indicated that Verizon should be providing that information as part of an objective educational process, Mr. Perez stated that the public would be suspicious if Verizon presented the data. He offered to go back to the park to look for alternative sites for the equipment facility.

Commissioner Ning, with Commissioner Taniguchi concurring, directed staff to provide studies on cell site safety.

In response to Commissioner Taniguchi's inquiry, Community Services Director Jones stated that, due to limited resources, he could not recommend designating the income generated to one particular park. He noted that the revenue would go to Park Services for maintenance of parks and that staff is addressing issues at Sur La Brea Park already. He stated that he would support using the funds for immediate needs at the park but that there are other needs throughout the park system such as the tree trimming program.

Commissioner Taniguchi stated that the proposal needs further study and more discussion with the neighborhood.

Commissioner Greenberg recommended that the Verizon meet with SETHA and voiced her support for initial income being used for repairs at Sur La Brea Park.

Commissioner Ning recommended that Verizon have open discussions with the neighborhood and stated that he wants to educate himself about health issues before making an objective decision.

Mr. Sunshine stated that proposals such as this always start at the Commission level and recommended taking no action pending Verizon meeting with the neighborhood, identifying locations, and providing additional information.

MOTION: Commissioner Hays moved to postpone taking action on the proposal to allow staff and residents to work with Verizon Wireless. Commissioner Ning seconded the motion; a voice vote reflected unanimous approval.

The Commission was a recess from 7:56 to 8:00 p.m.

7. OLD BUSINESS

7A. REVIEW OF ENTERPRISE FUND SUBSIDY LEVELS WITH THE COST RECOVERY-SUBSIDY PLAN FOR COMMUNITY SERVICES DEPARTMENT

Community Services Director Jones provided background on the Commissions' Philosophy Statement, 1993 Subsidy Plan, development of the 2012 Cost Recovery/Subsidy Plan, and request by the Citizen Development and Enrichment Committee that relevant Commissions be given the opportunity to provide input on suggested subsidy levels. He noted that the purpose of the item was to set the stage for the November 14, 2012 joint meeting of the Cultural Arts and Park & Recreation Commissions. He indicated that Commissioners would have 30 days before that meeting to read through the Subsidy Plan, try to understand it, e-mail any questions, and think about what they believe should be funded by the City for services provided to the community. He informed them that Commission on Aging has already provided their input and that the Youth Council would discuss the item at their October 17 meeting.

With the aid of slides, Senior Business Manager Minter provided the Philosophy Statement adopted by the Parks & Recreation and Cultural Arts Commissions and explained the six categories of Cost Recovery & City Subsidy Guidelines for Cultural and Recreational Classes, Programs & Activities. He briefly reviewed the spreadsheets for Recreation and

Cultural Services Divisions that include titles of programs, direct and indirect costs, revenue, current and target subsidies, and deltas.

In response to Commissioner Ning's inquiry regarding Transfers In and Transfers Out in Attachment A, staff explained that it was an accounting measure to show that funds are transferred out of the General Fund and transferred into the Enterprise Fund.

Responding to Commissioner Hays' inquiry, Director Jones stated that staff is recommending that if there are Cost of Living increases for labor in the future that there needs to be equal subsidy funds added by the City. He noted that, to his knowledge, no other cities are required to recover full indirect costs in their programs.

7B. STATUS OF COLUMBIA PARK AND LAS CANCHAS PARKING LOTS

Senior Business Manager Minter expressed appreciation to Public Works for completing the parking lots at Columbia Park and Las Canchas parking lots, adding that Walteria Park, Lago Seco Park, and the east side of Wilson Park would be next in line.

8. NEW BUSINESS

8B. DOG OBEDIENCE 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 \$38,835.

MOTION: Commissioner Gilbert, seconded by Commissioner Taniguchi, 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.

8C. PARK RANGER ANNUAL REPORT

Senior Business Manager Minter noted that the Park Ranger Program 2011-12 Annual Report was included in agenda packets and welcomed Park Ranger Supervisor Fujimori.

In response to Commissioner Greenberg's inquiry, Supervisor Fujimori stated that the Park Rangers work under the Administrative Services Division.

Commissioner Hays inquired about the use of pepper spray and Supervisor Fujimori responded that the Park Rangers carry it only in case of emergency.

Senior Business Manager Minter noted that four parks have been added for permitting and the Rangers' duties have expanded greatly. He stated that the Department hopes to review and develop a complete Plan of Service to determine long-range goals for the program.

8D. FY 2011-2012 RECREATION DEVISION YEAR-END PROGRAMS REPORT

Recreation Services Manager Brunette noted that the Year-End Recreation Division Programs Report for fiscal year 2011-12 was included in agenda materials. He stated that the Division has been working on the Report for two years and that it is a good educational tool for determining program goals, objectives, accomplishments, and outcomes. He noted

that staff is conducting several surveys of participants and plan to prepare a year-end report every year.

Commissioner Hays received clarification that goals listed as “not achieved” were because staff was unable to survey participants by the year-end and that they want to receive a rating of four to five on a scale of one to five.

9. STANDING COMMITTEE UPDATES

9A. FACILITIES COMMITTEE Has not met.

9B. GRANTS COMMITTEE

Commissioner Gilbert reported that 16 applications have been accepted and that hearings will take place on October 25, with deliberations on November 7.

9C. OPEN SPACE COMMITTEE Has not met.

9D. PROGRAMS COMMITTEE Has not met.

10. MONTHLY DEPARTMENT ACTIVITY

10A. ADMINISTRATIVE SERVICES DIVISION

Senior Business Manager Minter noted that the Administrative Services Division Report for September 2012 was included in agenda packets.

Commissioner Greenberg offered her observation that there are many picnics at De Portola Park and Manager Minter explained that it is a first come, first serve park, adding that the policy states that any group over 25 should have a permit.

10B. PARK SERVICES DIVISION

Park Services Manager Carson noted that the newly formatted Park Services Division Report for September 2012 was included in agenda materials.

At Commissioner Hays’ request, he provided an update on the Wilson Park Pond. He stated that the concrete has been repaired, they are enlarging cracks to epoxy them, and they may decide to put the lines on top of the shotcrete liner. He advised that there would be water in the pond by the October 28 Birthday Bash.

10C. RECREATION SERVICES DIVISION

Recreation Services Manager Brunette noted that the Recreation Services Division Report for September 2012 was included in agenda packets. He encouraged Commissioners to participate in the Turkey Trot and thanked Commissioner Greenberg for offering to judge the pumpkin carving contest at the Halloween Carnival.

11. ORAL COMMUNICATIONS FROM THE PUBLIC #2

11A. Commissioner Ning congratulated Chairperson Mayeda on a wonderfully chaired meeting.

11B. Commissioner Gilbert stated she was pleased so many Youth Council members attended this meeting and announced a Historic Homes Tour on October 13-14.

11C. Commissioner Hays stated that he enjoyed Moonlight Magic at Madrona Marsh.

11D. Commissioner Greenberg stated that she enjoyed participating in the Centennial Parade and is looking forward to the Birthday Bash. She offered her regrets that she would be unable to attend the November 14 joint Commission meeting.

11F. Commissioner Taniguchi stated that 39 guests are arriving from Kashiwa, Japan on October 11 and encouraged Commissioners to attend the City Hall Welcome on October 12.

12. ADJOURNMENT

MOTION: At 8:55 p.m., Commissioner Gilbert moved to adjourn the meeting to November 14, 2012 at 7:00 p.m. for a joint meeting with the Cultural Arts Commission in the West Annex meeting room. Commissioner Baxter seconded the motion and, hearing no objection, Chairperson Mayeda so ordered.

Approved as Submitted November 14, 2012 s/ Sue Herbers, City Clerk
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