

**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, November 9, 2011, in the West Annex meeting room at Torrance City Hall.

**2. ROLL CALL**

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

Absent: None.

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

**3. FLAG SALUTE**

Commissioner Ning led the Pledge of Allegiance.

**4. AFFIDAVIT OF POSTING**

**MOTION:** Commissioner Gilbert moved to accept and file the report of the City Clerk on the posting of the agenda for this meeting. Commissioner Baxter seconded the motion; a voice vote reflected unanimous approval.

**5. APPROVAL OF MINUTES**

**5A. MINUTES OF OCTOBER 12, 2011**

**MOTION:** Commissioner Gilbert moved to approve the minutes of the October 12, 2011 joint meeting of the Parks and Recreation and Cultural Arts Commissions as submitted. Commissioner Hays seconded the motion; a voice vote reflected unanimous approval.

**6. ORAL COMMUNICATIONS #1**

None.

**7. NEW BUSINESS**

**7A. RECOMMENDATION FOR APPROVAL OF APPLICANTS AND APPLICATION  
PROCESS FOR THE YOUTH SPORTS "WALL OF HONOR" PROGRAM**

Community Services Director Jones introduced the item and provided background on the Youth Sports "Wall of Honor" program approved by City Council in January 2008. He reported that funding for this project was identified in May 2010 and that the City awarded a contract to Reuter & Reuter for design and construction. He announced that construction started on November 8, 2011 at the Dee Hardison Sports Center, with completion expected by December 2011. He stated that staff is planning an unveiling event during the Winter Holiday Break as that may be the best time to coordinate with the teams being home for school break.

He reported that the Programs Committee met several times to review the five applications that were submitted and scored each of them to determine if they met the criteria. He noted that the Committee recommends approval of four of the five youth organizations that were submitted for consideration. He stated that the Committee also reviewed the application process and made modifications to the application and nomination forms. He noted that modifications were highlighted on Attachment A.

Commissioner Hays expressed his appreciation to fellow Committee members. He explained that the purpose of the modifications to the application and nomination forms is to improve the evaluation process for all future applications.

Chairperson Taniguchi stated that it was an exciting process and that she is proud of what is happening in Torrance with youth sports.

Commissioner Gilbert offered minor corrections to the forms and, in response to her inquiries, Director Jones stated that there is no limit on the awards given per year, that the wall has space for 21 awardees, and that a deadline has not been put in place.

Bob Grajeda, West 220<sup>th</sup> Street, Carson, President of Torrance Babe Ruth, was given information about the application process for another team that won the World Series in 2010.

**MOTION:** Commissioner Hays moved to approve the four applicants to be included on the Youth Sports "Wall of Honor" at the Dee Hardison Sports Center and to approve the modifications that were made to the application and nomination forms. Commissioner Gilbert seconded the motion; a voice vote reflected unanimous approval.

## **8. OLD BUSINESS**

### **8A. REVIEW AND APPROVAL OF A PHILOSOPHY STATEMENT ON OFFERING CLASSES/PROGRAMS BY THE COMMUNITY SERVICES DEPARTMENT**

Community Services Director Jones provided background on City Council's request that the Parks and Recreation and Cultural Arts Commissions meet jointly to discuss and develop philosophies about classes and programs offered to the community. He reported that the meeting took place at the Parks and Recreation Commission meeting on October 12, 2011 at the West Annex meeting room. He stated that staff offered to prepare a philosophy statement based on input by Commissioners and audience members and to bring it back to both Commissions for review.

He presented a draft Philosophy Statement for the Parks and Recreation and Cultural Arts Commissions included in the material of record. He requested that the Commission review and approve the Statement and noted that, once approved, staff would confirm approval status from the Cultural Arts Commission before forwarding it to City Council for their approval. He stated that staff may need to ask for more direction in the future regarding subsidy levels, resident and non-resident rates, and the Fee Recovery Program.

Discussion centered on an individual's status or ability to pay for classes and programs; Commissioners offered minor modifications to the Philosophy Statement.

**MOTION:** Commissioner Gilbert moved to approve the Philosophy Statement for the Parks and Recreation and Cultural Arts Commissions as amended and to forward it to the Cultural Arts Commission. Commissioner Baxter seconded the motion; a voice vote reflected unanimous approval.

**9. STANDING COMMITTEE UPDATES**

**9A. FACILITIES COMMITTEE**

Has not met.

**9B. GRANTS COMMITTEE**

Commissioner Gilbert reported that the Grants Committee will be conducting interviews on November 10, 2011 and selecting awardees on November 17, 2011.

**9C. OPEN SPACE COMMITTEE**

Has not met.

**9D. PROGRAMS COMMITTEE**

Previously discussed in Item 7A.

**10. MONTHLY DEPARTMENT ACTIVITY**

**10A. ADMINISTRATIVE SERVICES DIVISION**

Senior Business Manager Minter noted that the Administrative Services Division Report for October 2011 was included in agenda packets. He reported that the picnic shelter at Paradise Park is complete and that there were three picnic reservations in October at the park. He compared registration totals for October 2011 and October 2010 and noted that Torrance Seasons were mailed out.

**10B. PARK SERVICES DIVISION**

Park Services Manager Carson noted that the Park Services Division Report for October 2011 was included in agenda materials. He reported that the tree trimming maintenance program with West Coast Arborist began on November 8 at DePortola Park. He noted that approximately 770 trees will be trimmed in the next two months and that every tree trimmed is documented. He stated that they are also doing some play equipment parts replacement and, if approved, next year they will resurface some sports courts and upgrade the irrigation system at Sea Aire Golf Course.

Responding to Commissioner Baxter's inquiry, he stated that cork oak trees are scattered throughout City parks but that the most beautiful one is at Hickory Park.

**10C. RECREATION SERVICES DIVISION**

Recreation Services Manager Brunette noted that the Recreation Services Division Report for October 2011 was included in agenda packets. He reported that the Adult Basketball program is very successful and that there are 49 teams participating in Adult Roller Hockey. He stated that South Bay Tennis has asked to exercise their option for a two-year renewal of their contract for Las Canchas Tennis Center and that Sea Aire Golf Course has been very busy. He thanked Commissioners Mayeda and Baxter and Janet Payne for participating in the pumpkin judging contest at the Halloween Carnival.

He announced plans for the 40<sup>th</sup> anniversary of Sister City ties between Torrance and Kashiwa, the 32<sup>nd</sup> annual Turkey Trot, and December 11 Annual Christmas Boutique.

In response to Chairperson Taniguchi's inquiry, Director Jones stated that the little flags outside Madrona Marsh Preserve mark new native plantings.

**11. ORAL COMMUNICATIONS FROM THE PUBLIC #2**

**11A.** Commissioner Ning apologized for needing to miss the last two Commission meetings.

**11B.** Commissioner Gilbert stated that “Lights, Camera, Action!” was a successful event and encouraged participation at the Turkey Trot.

**11C.** Chairperson Taniguchi agreed to shoot the starting pistol for the Turkey Trot.

**11D.** Commissioner Mayeda stated that he enjoyed judging pumpkins on Halloween and challenged fellow Commissioners to beat him at the Turkey Trot.

**11E.** Commissioner Greenberg announced the 3<sup>rd</sup> annual Rotary USC vs. UCLA Tailgate Luncheon on November 22, 2011 and stated that she has been enjoying learning to golf.

**11F.** Commissioner Hays commended Business Manager Minter for his hard work at “Lights, Camera, Action!”

**11G.** Director Jones was pleased to announce that Recreation Supervisor Dill will be installed as President of Southern California Municipal Athletic Federation on November 10, 2011.

**11H.** Chairperson Taniguchi stated that she enjoyed attending the Excellence in Arts Awards ceremony and was impressed with the organization at “Lights, Camera, Action!”

**11I.** Park Services Manager Carson extended his best wishes for a happy Thanksgiving.

**11J.** Business Manager Minter stated that “Lights, Camera, Action!” was a collective effort, that everyone worked well together, and that the public was accommodating and happy to be part of it. He recognized Recreation Supervisor Dill and Park Rangers for their hard work at the event.

**11. ADJOURNMENT**

**MOTION:** At 8:07 p.m., Commissioner Gilbert moved to adjourn the meeting to December 14, 2011 at 7:00 p.m. in the West Annex meeting room. Commissioner Mayeda seconded the motion and, hearing no objection, Chairperson Taniguchi so ordered.

Approved as Submitted December 14, 2011 s/ Sue Herbers, City Clerk
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