

**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, December 13, 2006, in the West Annex meeting room at Torrance City Hall.

2. ROLL CALL

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

Absent: None.

Also Present: Recreation Services Manager Jones, Park Services Supervisor Centofanti, and Senior Administrative Analyst Orpe.

3. FLAG SALUTE

Commissioner McGee led the Pledge of Allegiance.

4. AFFIDAVIT OF POSTING

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

5. APPROVAL OF MINUTES

5A. MINUTES OF NOVEMBER 8, 2006

MOTION: Commissioner Taniguchi moved for the approval of the November 8, 2006 Parks and Recreation Commission meeting minutes as submitted. Commissioner Robbins seconded the motion; a voice vote reflected unanimous approval (with Commissioner McGee abstaining).

6. NEW BUSINESS

6A. AUTHORIZATION OF FACILITIES FUNDS EXPENDITURE

Senior Administrative Analyst Orpe provided background and analysis of the material of record, and recommended that the Commission appropriate \$5,213.09 from the Parks and Recreational Facilities Funds to cover the costs of replacement parts for picnic tables and park benches at City parks. He stated that he would provide a replacement schedule at the next Commission meeting.

Responding to Chairperson Cook's inquiry, he explained that Park Services realized that they needed more parts and frames than they had anticipated after analyzing the current state of park benches and picnic tables.

Park Services Centofanti noted that as parts are switched over from wood and plastic to more durable vinyl clad metal parts, the need for replacement would be less frequent.

MOTION: Commissioner McGee moved to concur with staff recommendation to appropriate \$5,213.09 from the Parks and Recreational Facilities Fund into FEAP 552 to offset the recurring costs of picnic table and park bench replacement parts. Commissioner Smoot seconded the motion; a voice vote reflected unanimous approval.

6B. FARMERS MARKET MONTHLY REPORT INQUIRY

In response to Commissioner Robbins' inquiry at the November 8, 2006 Commission meeting, Recreation Services Manager Jones reported that Farmers Market sales were down due to rain that took place on October 18, 2005.

6C. CONSOLIDATION OF THE PARKS & RECREATION COMMISSION WITH THE COMMUNITY SERVICES COMMISSION

Recreation Services Manager Jones reported that City Council approved an Ordinance on November 14, 2006 to consolidate the Parks and Recreation Commission and the Community Services Commission. He advised that the two commissions would meet as one "super" commission, the Parks and Recreation Commission, beginning January 10, 2007. He stated that there would be 12 members until January 15, 2007 when Commissioner Adams will be terming out. He briefly discussed seating arrangement, reallocation or addition of committees, and chairperson responsibilities until elections in June 2007.

In response to Chairperson McGee's inquiry about committee numbers, he offered to check with the City Attorney's office and bring back information at the January 10, 2007 meeting. He stated that he would provide a general explanation of duties of subcommittees.

Commissioner Taniguchi suggested an introduction session and sharing of annual reports during the first part of the January 10, 2007 meeting.

7. STANDING COMMITTEE UPDATES

7A. FACILITIES COMMITTEE

Commissioner McGee reported that the Facilities Committee met briefly on November 15, 2006 to initiate discussions for a "Wall of Honor" to recognize accomplishments in youth sports.

7B. OPEN SPACE COMMITTEE

Commissioner McGee reported that the Open Space Committee plans to meet after the consolidation of commissions to discuss the Parks and Recreation Commission Awards Dinner and the proposed dog park.

7C. PROGRAMS COMMITTEE

No report.

8. MONTHLY DEPARTMENT ACTIVITY

8A. ADMINISTRATIVE SERVICES DIVISION

Senior Project Leader Orpe reported that the 27th Annual Turkey Trot had 3,137 registrations and that the change in dog participation this year worked out well. He stated that basketball registration is underway, with 1,539 registrants so far, and that registration for the Winter 2007 session began on November 29, 2006. He briefly discussed a problem that occurred with on-line registration for two hours on the first day.

8B. PARK SERVICES DIVISION

Park Services Supervisor Centofanti reported on contractual painting service and fencing repairs at City parks. He provided an update on the remodel of Building 8 at Wilson Park and installation of a gopher repellent into the irrigation system at Columbia Park.

8C. RECREATION SERVICES DIVISION

Recreation Services Manager Jones reported that the Turkey Trot was a successful event that continues to grow every year. He discussed the December 10, 2006 Christmas Boutique that had 250 to 290 vendors and announced the sold-out Breakfast with Santa on December 16, 2006. He stated that today is Gary Schmidt's first day of retirement.

Chairperson Cook welcomed Torrance Youth Council members Tanya Sepehrnia from Torrance High School and Nathan Lee from South High School.

9. ORALS

9A. Commissioner McGee stated that he enjoyed the Turkey Trot, planned to go to the Rose Parade Officials night, and wished everyone a Merry Christmas and Happy New Year.

9B. Commissioner Robbins stated that he enjoyed participating in the Turkey Trot and congratulated Commissioner Taniguchi on her election as President of the Sister City Association.

9C. Commissioner Smoot stated that the Turkey Trot was an enjoyable event and that she completed the ethics training on-line.

9D. Commissioner Taniguchi stated that she attended the ethics training session on December 5, 2006 and that City Attorney Fellows was entertaining.

9E. Chairperson Cook wished everyone a happy holiday season and congratulated Youth Council members.

10. ADJOURNMENT

MOTION: At 7:54 p.m., Commissioner Robbins moved to adjourn the meeting to January 10, 2007 at 7:00 p.m. in the West Annex meeting room. Commissioner Smoot seconded the motion and, hearing no objection, Chairperson Cook so ordered.

Approved as Submitted January 10, 2007 s/ Sue Herbers, City Clerk
