

**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, January 13, 2016 in the West Annex meeting room, Torrance City Hall. Due to the absence of Chairperson Greenberg, Vice-Chairperson Reilly led the meeting.

2. ROLL CALL/MOTIONS FOR EXCUSED ABSENCE

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

Absent: Chairperson Greenberg.

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

*Commissioner Mayeda arrived at 7:02 p.m.

MOTION: Commissioner Uchima moved to grant Chairperson Greenberg an excused absence for the January 13, 2016 Commission meeting. Commissioner Love seconded the motion; a roll call vote reflected unanimous approval.

3. FLAG SALUTE

Commissioner Hays led the Pledge of Allegiance.

4. AFFIDAVIT OF POSTING

MOTION: Commissioner Love moved to accept and file the report of the City Clerk on the posting of the agenda. Commissioner Hays seconded the motion; a roll call vote reflected unanimous approval (absent Chairperson Greenberg).

5. APPROVAL OF MINUTES

5A. MINUTES OF DECEMBER 9, 2015

MOTION: Commissioner Hays moved to approve the Commission meeting minutes of December 9, 2015 as presented. Commissioner Love seconded the motion; a roll call vote reflected unanimous approval (absent Chairperson Greenberg).

6. ORAL COMMUNICATIONS #1

Torrance Youth Council members Saaketh Tirumala and Daniel Chae introduced themselves.

7. OLD BUSINESS

7A. STATUS OF LOS ANGELES COUNTY SPLASH PAD GRANT

Director Jones provided background on the item and informed the Commission that on December 22, 2015 City Council adopted a resolution approving the application for grant funding for the Splash Pad Project at Wilson Park. He reported that staff has submitted the application and anticipate putting out an RFP in February to secure a landscape architect to design the pond project.

7B. STATUS OF MCMASTER PARK USAGE AND PROGRAMMING

Senior Business Manager Minter reported that the Grand Re-Opening for McMaster Park on January 12 was successful. He expressed appreciation to Commissioners who attended the event as well as Director Jones and General Services. He presented a list of programs located at the Park and their estimated start dates.

7C. PARK ASSESSMENT UPDATE

Senior Analyst Orpe provided an update on the Los Angeles Countywide Parks and Recreation needs assessment to evaluate parks, recreation, and open space needs within the County. He stated that the County requested that all cities invite residents to attend community workshops to determine park improvements for local parks. He stated that Torrance is hosting two workshops each within the North and South areas of the City, with Torrance Boulevard as the boundary, and noted that meeting notices are included as Attachments A. He stated that there have been two community meetings so far: Victor Elementary School on January 6 and Walteria Elementary School on January 7. He announced future meetings at McMaster Park on January 21 and Wilson Park on January 25. He noted that the draft presentation for the meetings has been included as Attachment B.

He stated that suggestions and recommendations would be compiled and brought back to the Commission for review before presentation to City Council. He noted that a list of proposed amenities would be submitted to the Los Angeles County Board of Supervisors in hopes of receiving a bond to help fund future projects. He expressed appreciation to Park Services staff for rating facilities and to Commissioner Baxter for attending the meeting at Walteria Park.

Commissioner Hays inquired about parks per capita data compared to other County cities, and Senior Analyst Orpe offered to provide that information at the February 10 Commission meeting.

Director Jones commended Senior Analyst Orpe for all his efforts on this task.

8. STANDING COMMITTEE UPDATES

8A. GRANTS COMMITTEE

Committee Chair Baxter announced the next Grants Committee meeting on February 10 at 6:00 p.m.

Manager Minter informed the Commission that its recommendation for Non-Profit Social Services Grants awards was approved by City Council on January 12.

9. MONTHLY DEPARTMENT ACTIVITY

9A. ADMINISTRATIVE SERVICES DIVISION

Senior Business Manager Minter noted that the Administrative Services Division Report for December 2015 was included in agenda packets. He called attention to the summary of enrollments and revenue for the last two fall seasons on page 5.

9B. PARK SERVICES DIVISION

Park Services Manager Carson noted that the Park Services Division Report for December 2015 was included in agenda packets.

9C. RECREATION SERVICES DIVISION

Recreation Services Manager Brunette noted that the Recreation Services Monthly Report for December 2015 was included in agenda materials. He reported that the Youth Basketball season has started, noting the 2,050 participants on 229 teams. He informed the Commission that Recreation Supervisor Landon has resigned and moving out of state. He called attention to a letter from Torrance Memorial Medical Center thanking the After School Club.

10. CORRESPONDENCE FOR COMMISSION REVIEW – None.

11. ORAL COMMUNICATIONS #2

11A. Commissioners and staff wished each other a Happy New Year.

12. ADJOURNMENT

MOTION: At 7:27 p.m., Commissioner Hays moved to adjourn the meeting to February 10, 2016 at 7:00 p.m. at the West Annex meeting room. Commissioner Mayeda seconded the motion; a roll call vote reflected unanimous approval.

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Approved as submitted February 10, 2016 s/ Rebecca Poirier, City Clerk
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