

**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 7:05 p.m. on Wednesday, May 11, 2005, in the West Annex meeting room at Torrance City Hall.

2. ROLL CALL

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

Absent: None.

Also Present: Recreation Services Administrator Jones and Park Services Administrator Wilson.

*Commissioner Robbins arrived at 7:13 p.m.

3. FLAG SALUTE

Dominguez Hills student Wayne Zimmerman 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 Tookey seconded the motion; a voice vote reflected unanimous approval.

5. APPROVAL OF MINUTES

5A. MINUTES OF APRIL 13, 2005

MOTION: Commissioner Smoot moved for the approval of the April 13, 2005 Parks and Recreation Commission meeting minutes as submitted. The motion was seconded by Commissioner Tookey and passed by unanimous voice vote approval (with Commissioner Perkins abstaining).

6. OLD BUSINESS

6A. BUDGET UPDATE

Park Services Administrator Wilson presented the material of record regarding Park Services Division's budget reduction proposal submitted to the City Manager's Office on May 3, 2005. He reported that currently there were five vacant positions and, in order to accomplish budget reductions, they were proposing the deletion of one senior

groundskeeper position and one semi-skilled laborer position. He stated that they hoped to fill the remaining vacant senior groundskeeper and 1.6 semi-skilled laborer positions as soon as the budget is finalized.

Responding to Chairperson McGee's inquiry, he explained that some of the maintenance responsibilities would be realigned and reprioritized, with concentration on core basics. He stated that grass, trees, and shrubs might not get trimmed as often, noting that these duties were for the most part transparent to the community.

Commissioner Tookey noted that one affected park route was located in the southwest part of the City and inquired if there would be public discussion before City Council. Park Services Administrator Wilson informed Commissioners that concerns could be voiced at two Budget Workshops on June 7 and June 14, 2005, with budget adoption expected on June 21, 2005. He added that geographical lines would be redefined and personnel shuffled as needs change.

Commissioner Robbins arrived at 7:13 p.m.

Chairperson McGee welcomed new Commissioner Perkins to the Parks and Recreation Commission.

6B. STATUS OF THE COMMUNITY SERVICES DEPARTMENT

Recreation Services Administrator Jones explained the six divisions of the Community Services Department to Commissioner Perkins. He reported that City Council was expected to adopt a finalized plan for consolidation in two weeks. He stated that the successful dinner for Parks and Recreation and Library volunteers demonstrated that the organizations worked well together.

7. NEW BUSINESS

7A. LAND MANAGEMENT TEAM'S RECOMMENDATION FOR THE UTILIZATION OF CERTAIN AREAS OF VICTOR PARK FOR THE DEVELOPMENT OF A CELL SITE

Recreation Services Administrator Jones presented the material of record recommending that the Commission review, comment, and give input to a conceptual plan to lease park property to Sprint PCS for the construction and maintenance of a cell tower at Victor Park. He stated that it would be an additional revenue opportunity, generating \$27,600 annually. He advised that the cell tower would be disguised as a palm tree, fenced, and located in the northeast corner area of Victor Park in a passive area near the border of the park and adjacent school site. He noted that the Commission had the ability to recommend where the revenue would go.

In response to Commissioner Smoot's inquiry, he stated that the Land Management Team has identified the going market rate for this type of activity and that Sprint PCS approached the City.

Responding to Commissioner Tookey, Park Services Administrator Wilson advised that there were palm trees in the area and that there would be proximity to power with easy access for service vehicles.

Commissioner Tookey suggested that the fence around the tower be reduced from eight to six feet. Park Services Administrator Wilson stated that Sprint PCS was concerned about liability, and that they may use one-inch mesh that is not climbable.

Commissioner Perkins stated that he thought the tower would intrude into a flexible, open area and expressed concern that there would be a narrow area with fences on both sides. He suggested that the cabinets be placed underground except for the vents. Recreation Services Supervisor Jones responded that it would be cost prohibitive but the issue could be explored.

MOTION: Commissioner Taniguchi moved to support the conceptual plan to lease a portion of Victor Park to Sprint PCS for the construction and maintenance of a cell tower, that the revenue generated would go to the Community Services Department, and subject to review of final plans by the Parks and Recreation Commission. Commissioner Robbins seconded the motion; a voice vote reflected unanimous approval.

7B. RESPONSE TO QUESTIONS RE FARMERS' MARKET ACCOUNTING

Recreation Services Supervisor Jones reported that Mary Lou Weiss, Farmers' Market Manager, stated that in comparing this year with last year, in the Tuesday Market they have increased three farmers and that customer numbers have increased by 158. Referring to the Saturday Market, they have decreased one farmer, with customer numbers decreasing 270. He advised that there was a typographical error on the Financial Report and that the total gross sales for 2003/2004 should have read \$1,694,031.49.

In response to Commissioner Perkins' inquiry, he stated that reporting was tied to the fiscal year, and that the City receives 6% agricultural space fee and 10% non-agricultural space fee. He estimated that approximately \$350,000 goes into the enterprise fund from the Farmers' Market annually. He offered to invite Mary Lou Weiss to speak at a Commission meeting.

8. STANDING COMMITTEE UPDATES

8A. OPEN SPACE COMMITTEE

No report.

8B. FACILITIES COMMITTEE

It was announced that Commissioner Guyton was now on the Planning Commission and that Commissioner Perkins would take his place on the Facilities Committee.

8C. PROGRAMS COMMITTEE

July 13, 2005 was selected as the date for the Community Services Awards Banquet. Recreation Services Supervisor Jones stated that the Committee could decide if other Community Services divisions were to be invited.

9. MONTHLY DEPARTMENT ACTIVITY

9A. CULTURAL SERVICES DIVISION

No report.

9B. PARK SERVICES DIVISION

Park Services Administrator Wilson reported that installation of play equipment at Walteria Park was completed on May 11, 2005 and that Guenser Park would reopen on May 14, 2005. He stated that they would be completing the sidewalk installation and upgrading security lighting at Walteria Park.

9C. RECREATION SERVICES DIVISION

Recreation Services Administrator Jones noted that there were 1,500,000 users at Wilson Park on an annual basis.

Park Services Administrator Wilson advised that the universally-accessible tree house to be constructed at Wilson Park was currently in plan check, with a ten-week construction period to begin immediately after July 4, 2005.

Recreation Services Administrator Jones discussed the successful Tip-A-Cop fundraiser at Claim Jumper on April 28, 2005.

He encouraged Commissioners to attend the Special Olympics track meet at West High School on May 14, 2005.

In response to Chairperson McGee's inquiry, he stated that the Batting Cages were now averaging \$8,000 per month. He advised that staff would prepare a year-end review for presentation to the Commission in August 2005.

10. ORALS

10A. Torrance Youth Council member Nina Sawhney invited Commissioners to attend the Beat the Odds scholarship banquet on May 12, 2005. She expressed concern about lost toys and vandalism at Victor Park if the proposed cell tower was constructed.

10B. Commissioners and staff welcomed Commissioner Perkins.

10C. In response to Commissioner Perkins' inquiry regarding Lago Seco Park, Recreation Services Administrator Jones stated that the two bids received came in high and that staff was seeking additional funding.

10D. Commissioner Perkins questioned why the fence on the east side of the Entradero channel was not replaced.

10E. Commissioner Taniguchi thanked Commissioners for attending the April 16-17, 2005 Japanese Cultural Festival.

10F. Commissioner Robbins apologized for being late for this meeting.

10G. Commissioner Taniguchi stated that she enjoyed attending the City's volunteer recognition dinner.

10H. Commissioner Smoot thanked Torrance Youth Council member Nina Sawhney for attending tonight's meeting.

10I. Chairperson McGee stated that he enjoyed attending the Youth Forum, Bunka-Sai Japanese Cultural Festival, and the Discovery Park dedication ceremony.

10J. Recreation Services Administrator Jones confirmed that the community meeting for Pueblo Park was May 19, 2005 and that Commissioner Taniguchi would attend.

11. ADJOURNMENT

MOTION: At 8:10 p.m., Commissioner Tookey moved to adjourn the Parks and Recreation Commission meeting to June 8, 2005 at 7:00 p.m. The motion was seconded by Commissioner Taniguchi and, hearing no objection, Chairperson McGee so ordered.

Approved as Written June 8, 2005 s/ Sue Herbers, City Clerk
