

**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 14, 2007, in the West Annex meeting room at Torrance City Hall.

2. ROLL CALL

Present: Commissioners Cook, Hazell, McGee, Ning, Numark, Robbins, and Chairperson Smoot.

Absent: Commissioners Gilbert, Orpe, and Taniguchi.

Also Present: Recreation Services Manager Jones, Senior Business Manager Minter, Park Services Manager Wilson, and Farmers' Market Manager Weiss.

MOTION: Commissioner Ning moved to grant excused absences to Commissioners Gilbert, Orpe, and Taniguchi for the November 14, 2007 Commission meeting. Commissioner Robbins seconded the motion; a voice vote reflected unanimous approval.

3. FLAG SALUTE

Farmers' Market Manager Weiss led the Pledge of Allegiance.

4. AFFIDAVIT OF POSTING

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

5. APPROVAL OF MINUTES

5A. MINUTES OF OCTOBER 10, 2007

MOTION: Commissioner Cook moved for the approval of the October 10, 2007 Commission meeting minutes as submitted. Commissioner Ning seconded the motion; a voice vote reflected unanimous approval (absent Commissioners Gilbert, Orpe, and Taniguchi).

6. ORAL COMMUNICATIONS FROM THE PUBLIC #1

None.

7. NEW BUSINESS

7A. APPROVAL OF A TORRANCE YOUTH SPORTS "WALL OF HONOR" RECOGNITION PROGRAM

Recreation Services Manager Jones introduced the material of record and noted supplemental material replacing Item 7A on page 1. He provided background on the City Council recommendation that the Commission develop a Youth Sports "Wall of Honor" Recognition Program for Torrance youth athletes and teams. He reported that the Facilities Committee, comprised of Commissioners Hazell, McGee, and Robbins, met on 11 occasions over the past year. He read the Mission Statement developed by the Committee and reviewed tasks identified to complete the assignment that include determining eligibility criteria, developing the nomination and selection procedures, and identifying a location for placement at Wilson Park Sports Center. Following completion of the tasks, the Facilities Committee drafted the Youth Sports Recognition Program outlined in Attachment A and developed approximate design construction costs for implementation. He showed an example of the black granite background and plaques that were selected with the assistance of Dean Reuter of Reuter & Reuter, Inc. He requested that the Commission approve the Youth Sports "Wall of Honor" Recognition Program with estimated costs and to forward this program to City Council for approval and appropriation of funds.

Facilities Committee Chairperson McGee noted the Facilities Committee's recommendation that nominations be submitted to the Parks and Recreation Commission and then referred to the Programs Committee for review before recommendation to the Commission for consideration.

Commissioner Robbins recognized Mr. Dean Reuter for his pro bono work in providing the Committee with sketch concepts and costs estimates for design, construction, and installation.

In response to Commissioner Cook's inquiry, Recreation Services Manager Jones stated that the Committee determined that the Recognition Program would begin with the Torrance Babe Ruth Baseball Team for winning the 2006 World Series Tournament.

Responding to inquiries by Commissioner Numark, Recreation Services Manager Jones stated that it was determined that 9" x 12" award size was the most appropriate and that up to 25 participants could fit on the "Wall of Honor," with possible expansion onto an adjacent wall. He added that the Committee also recommended that trophies and special awards be posted in the lobby area of City Council Chambers for 30 days.

MOTION: Commissioner McGee moved to approve the Youth Sports "Wall of Honor" Recognition Program and estimated costs as presented, with Torrance Babe Ruth Baseball Team as the charter recipient, and to forward this program to City Council for approval and appropriation of funds. Commissioner Robbins seconded the motion; a voice vote reflected unanimous approval (absent Commissioners Gilbert, Orpe, and Taniguchi).

7B. APPROVAL OF THE FINDINGS OF THE OPEN SPACE COMMITTEE REGARDING A DOG PARK IN TORRANCE

Chairperson Smoot read the Open Space Committee's recommendation that the Parks and Recreation Commission approve the Committee's finding that a dog park in Torrance is not an essential element of our park system due to a lack of unused open space and the absence of a grassroots community group supporting this type of park.

Park Services Manager Wilson read the background and analysis included in the material of record.

Richard Jacoby, Dog Obedience Club of Torrance, Ermanita Avenue, stated that although the idea of a dog park is wonderful, in practicality it is not. He expressed opposition to a dog park due to potential liability to the City, dog fights and injuries, and spread of diseases. He stated that he would prefer to see the funds go to the City's Animal Control.

MOTION: Commissioner McGee moved to approve the Open Space Committee's finding that a dog park in Torrance is not an essential element of the City's park system. Commissioner Cook seconded the motion; a voice vote reflected unanimous approval (absent Commissioners Gilbert, Orpe, and Taniguchi).

7C. ACCEPTANCE OF THE DOG OBEDIENCE CLUB DONATION

Recreation Services Manager Jones introduced the item and requested that the Commission accept an \$800 donation from the Dog Obedience Club of Torrance. He noted that total donations from the Club to date are over \$31,000 and that donations from the organization continue to be used to enhance the Community Services Department's youth recreation programs.

Chairperson Smoot presented a letter of appreciation to Mr. Richard Jacoby.

7D. APPROVAL OF THE FARMERS' MARKET ANNUAL REPORT

Farmers' Market Manager Weiss provided a brief history of the Farmers' Market since 1985 and discussed special events, field trips, and donations. She presented the Torrance Certified Farmers' Market 2006-2007 Fiscal Year Report, noting the \$205,910.54 total revenue to the City. She discussed the recent addition of a trailer and distributed promotional items and reviews posted on www.yelp.com.

MOTION: Chairperson Smoot moved to accept the 2006-2007 Torrance Certified Farmers' Market Annual Report as presented. Commissioner Robbins seconded the motion; a voice vote reflected unanimous approval (absent Gilbert, Orpe, and Taniguchi.).

8. STANDING COMMITTEE UPDATES

8A. FACILITIES COMMITTEE – WEST TORRANCE LITTLE LEAGUE PROPOSAL

No report.

8B. OPEN SPACE COMMITTEE

Previously considered.

8C. PROGRAMS COMMITTEE

No report.

8D. GRANTS COMMITTEE – GRANT PROGRAM

Commissioner Numark reported that the Grants Committee would present its recommendations for the Grant Program funding at the next Commission meeting.

9. MONTHLY DEPARTMENT ACTIVITY

9A. ADMINISTRATIVE SERVICES DIVISION

Senior Business Manager Minter reported that the on-line Citywide Event Calendar is on schedule to begin in December 2007.

In response to Commissioner Numark's inquiry, he advised that local non-profit organizations would be able to apply to submit events through the Public Information Officer.

9B. PARK SERVICES DIVISION

Park Services Manager Wilson reported that the quarterly Graffiti Report was included in the agenda material.

Responding to Commissioner McGee's inquiry, he discussed efforts to prevent vandalism at the Wilson Park tree house, noting that approximately \$250,000 is spent annually to eradicate graffiti throughout the City.

9C. RECREATION SERVICES DIVISION

Recreation Services Manager Jones expressed appreciation to Commissioners McGee, Numark, Robbins, and Smoot for participating as judges at the Halloween Carnival.

Commissioner McGee noted the increase of revenue at the Skate Park, Batting Cages, and Sea Aire Golf Course.

10. ORAL COMMUNICATIONS FROM THE PUBLIC #2

10A. Senior Business Manager Minter thanked Commissioners Hazell, Robbins, and Chairperson Smoot for attending the October 27, 2007 Commissioner Training at Costa Mesa Neighborhood Community Center.

10B. Recreation Services Manager Jones encouraged Commissioners to participate in the 27th Annual Turkey Trot Fun Run on Thanksgiving morning.

10C. Recreation Services Manager Jones expressed gratitude to the Facilities Committee for its hard work on the "Wall of Honor" Recognition Program.

10D. Commissioner Hazell in turn thanked staff for their assistance and stated that he enjoyed the Commissioner Training.

10E. Commissioner McGee stated that he enjoyed “Nonsense” and assisting at the Halloween Carnival.

10F. Commissioner Numark thanked Commissioner Ning for inviting him to attend the U.C.L.A. event to encourage international students.

10G. Commissioner Ning stated that Commissioner Numark was successful in representing the City at the U.C.L.A. event where he had the opportunity to meet Congresswoman Harman.

10H. Chairperson Smoot stated that the Commissioner Training was interesting and informative and that she is looking forward to participating in the Turkey Trot.

10I. Commissioner Cook shared information about his reunion trip to Northern California.

10J. Commissioner Robbins stated that he enjoyed the Halloween Carnival and the Commissioner Training. He mentioned that he found it difficult to register for the Turkey Trot on-line and that he was impressed with the Madrona Marsh Preserve report.

11. ADJOURNMENT

MOTION: At 8:17 p.m., Commissioner Ning moved to adjourn the meeting to December 12, 2007 at 7:00 p.m. in the West Annex meeting room. Commissioner Robbins seconded the motion and, hearing no objection, Chairperson Smoot so ordered.

Approved as Submitted December 12, 2007 s/ Sue Herbers, City Clerk
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