

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's office at (310) 618-2780. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28CFR35.102-35.104 ADA Title II]

Direct questions or concerns to the Commission Liaison John La Rock, Community Services Director at (310) 618-2937 prior to submission to the Commission. Parties will be notified if the complaint will be included on a subsequent agenda.

The Parks and Recreation Commission is an advisory body to the City Council that meets on the second Wednesday of each month at 7:00 p.m. in the West Annex Commission Meeting Room. All meetings are open to the public.

**TORRANCE PARKS AND RECREATION COMMISSION AGENDA
WEDNESDAY, DECEMBER 8, 2021
REGULAR MEETING
7:00 P.M. WEST ANNEX COMMISSION MEETING ROOM**

**THE PARKS AND RECREATION COMMISSION MAY TAKE ACTION ON ANY ITEM
LISTED ON THE AGENDA**

1. CALL MEETING TO ORDER

ROLL CALL: Commission members Feliz, Korman, Mataalii, Mele, Montoya, Muhammed,
Chair Candioty

2. FLAG SALUTE: Chair Candioty

3. REPORT OF THE CITY CLERK ON THE POSTING OF THE AGENDA

The agenda was posted on the Public Notice Board at 3031 Torrance Bl. and on the City's Website on Thursday, December 2, 2021 /s/ Rebecca Poirier

4. ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS

5. ORAL COMMUNICATIONS (Limited to a 30 minute period)

This portion of the meeting is reserved for public comment on items on the agenda or on topics of interest to the general public. Under the Ralph M. Brown Act, Commissioners cannot act on items raised during public comment but may respond briefly to statements made or questions posed; request clarification; or refer the item to staff. Speakers under this Public Comment period will have no longer than 3 minutes per speaker. Speakers please turn off or leave your cellular phone when you come to the podium to speak.

6. CONSENT CALENDAR

Matters listed under the Consent Calendar are considered routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If discussion is desired, that item will be removed by a Commissioner from the Consent Calendar and considered separately.

6A. APPROVAL OF MINUTES: NO MINUTES AVAILABLE

7. ADMINISTRATIVE MATTERS

7A. Community Services Director – Status of Programming and Projects.

Recommendation of the Community Services Director that the Parks and Recreation Commission receive and file updates on the status of programming and projects in the City of Torrance:

- Pandemic Reconstitution and Reopening
- Multi-Use Sports Complex
- Suzie Wand, Recreation Senior Supervisor

- Debbie Parr, Registration Office Program Coordinator
- City Council Meetings Format Update
- 2021 Turkey Trot

7B. Community Services Director – Review Department Monthly Reports

Recommendation of the Community Services Director that the Parks and Recreation Commission review the Department Monthly Reports for:

- Administrative Services
- Park Services
- Recreation Services

8. COMMISSION ORAL COMMUNICATIONS

9. ADJOURNMENT

9A. Adjournment of the Parks and Recreation Commission Meeting to WEDNESDAY, January 12, 2022, at 7:00 p.m.

**MINUTES OF
NOVEMBER 10, 2021**

**NO MINUTES
AVAILABLE FOR
APPROVAL**

TO: PARKS AND RECREATION COMMISSION

FROM: JOHN LA ROCK, COMMUNITY SERVICES DIRECTOR

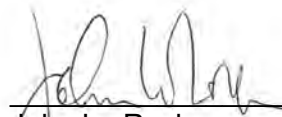
SUBJECT: STATUS OF PROGRAMMING AND PROJECTS

Recommendation of the Community Services Director that the Parks and Recreation Commission receive and file updates on the status of programming and projects in the City of Torrance:

- Pandemic reconstitution and reopening
 - Maintaining facial covering requirements for all interior City locations
 - Indoor youth sports require vaccination or weekly negative test results for all participants (youth/adult)
 - Outdoor competitive youth sports 12+ require vaccination or weekly negative test results for all participants (youth/adult)
 - Outdoor competitive youth sports under 12 require symptom screening and vaccination or weekly negative test results for adult participants
 - After School Club staff must comply with TUSD site personnel policies to include weekly testing or proof of vaccination
 - City Commission meetings may operate under a hybrid model similar to that of the City Council, wherein the Commissioners are present in the meeting room and the public participates virtually.
- The pathways lights at Wilson Park continue to undergo repairs to faulty wiring and conduit. Temporary lighting has been provided for a section of the perimeter trail. Additional repairs will commence following acceptance of bids from electrical contractors.
- Multi-Use Sports Complex
 - Negotiations with the Judicial Council of California are ongoing regarding term and price for a new lease with the City
 - Negotiations with interested 3rd party organizations for exclusive field use and other rights are ongoing as part of the effort to increase the City's lease package in negotiations with the Judicial Council
 - All efforts regarding the lease for the Multi-Use Sports Complex should conclude no later than the last scheduled City Council meeting of the calendar year, December 14, 2021.
 - Provided all agreements are in place prior to the expiration of the current lease extension, staff will initiate the capital improvement project to replace the artificial turf field at the Sports Complex, and anticipate completion by April 1, 2022.
- Suzie Wand, Senior Recreation Supervisor has announced her retirement from the City effective December 31, 2021, with her last day in the office being December 21. A reception in her honor will be held on December 14, 2021, 2:00pm at the West Annex Commission Meeting room.

- Debbie Parr, Registration Office Program Coordinator, has announced her retirement from the City effective December 15, 2021. A reception in her honor will be held at the Registration Office from 2:00-3:30pm on December 15.
- City Council meetings format update
 - For the foreseeable future, the public will be invited to participate in City Council open session meetings via telephone only by calling 310-618-2404. No members of the public will be admitted to the Council Chambers. Public comment can be made throughout a meeting agenda as would be done when the public is physically present at meetings. Meetings can be viewed via CitiCABLE Channel 3 (Spectrum) and Channel 31 (Frontier), streaming on TorranceCA.Gov, Facebook @ City of Torrance CA Government, and on YouTube Channel TorranceCitiCABLE. Written communication to the City Council can be made by emailing CouncilMeetingPublicComment@TorranceCA.Gov, and writing "Public Comment" in the subject line. In the body of the email include the item number and/or title of the item with your comments. All comments emailed by 2 p.m. on the date of the meeting will be included as a "Supplemental" on the City's website prior to the meeting. Comments received after 2 p.m., but prior to the end of the meeting will be added to the record.
- The 2021 Turkey Trot was held successfully on November 25, 2021. Commission Chair Candioty joined the Mayor and City Councilmembers for pre-race and starting line ceremonies.

Respectfully submitted,



John La Rock
Community Services Director

TO: PARKS AND RECREATION COMMISSION
FROM: JOHN LA ROCK, COMMUNITY SERVICES DIRECTOR
SUBJECT: ADMINISTRATIVE SERVICES DIVISION REPORT – NOVEMBER 2021

FACILITY BOOKING – Kenita Trinidad, Acting Program Coordinator

During the month of November, staff issued 76 short-term, 2 hour permits for fields. Long-term field users were issued 492 permits. There were no softball tournaments held at Wilson Park.

Picnic Reservations

- A total of 94 picnics with 2,962 guests in attendance were permitted at Torrance parks during the month of November. The breakdown is as follows:

Park	Picnics	Guests
Columbia Park	21	645
El Nido Park	8	181
El Retiro Park	9	256
Hickory Park	7	173
Lago Seco Park	6	206
McMaster Park	2	45
Paradise Park	6	200
Torrance Park	3	75
Victor Park	5	136
Walteria Park	3	151
Wilson Park	24	894

There were 27 bouncer permits issued for the month of November.

Park Building Reservations

- Park buildings were not rented by private groups.
- Non-profit organizations used the buildings on 263 occasions.

Building	Private	Non-Profit	Building	Private	Non-Profit
Alta Loma Park	0	4	McMaster Park	0	30
El Nido Park	0	26	Sea Aire Park	8	13
El Retiro Park	0	24	Sur La Brea Park	0	16
Greenwood Park	0	107	Walteria Park	0	12
La Romeria Park	0	31	The Attic	0	0

*Sea Aire reservations for private count is for city holds not reservations.

Facilities Revenue Report

Revenue	November	2021 YTD
Attic	-	-
Facility Reservations	12,441.00	14,204.00
Field Lights/Support	8,352.50	291,391.35
Field Prep	3,037.50	30,447.75
Filming Permits	500.00	2,500.00
Hockey Rink	5,565.76	39,073.76
Picnic Reservations	865.00	29,482.75
Pool Rental	10,819.76	144,534.50
Special Events	-	5,090.00
Sports Center	5,801.00	28,043.00
Torrance Art Museum	-	-
Multi Use Sports Complex	29,145.00	386,027.50
Weddings	250.00	2,000.00
Monthly Total	\$ 76,777.52	\$ 972,794.61

PARK RANGER PROGRAM – Vic Arevalo, Program Coordinator

During the month of November, the Park Ranger program continued its weeknight and weekend patrols of all City parks with a heavy focus on assisting field permit holders and picnic reservations.

Parks

Statistics were kept of common incidents that Rangers observed during the month of November.

	November	YTD
Alcohol Violations	25	249
Amplified Sound	9	97
Bouncer Violations	0	2
Citizen Assist	23	220
Defiant/Disruptive Subjects	6	48
Dogs Off Leash Violations	90	587
Fire Call-Outs	0	4
Graffiti Hotline	31	258
Hazard Report/Removal	11	121
Maintenance/Park Call-Outs	16	74
Marijuana/Smoking/Vaping	23	157
Miscellaneous	1	27
Missing Subjects	0	5
Park Damage	5	48
Parking Violations	16	91
Permit Issues	300	2556
Police Call-Outs	2	12

Ranger Call-Outs	21	11
Skating/Biking Violations	0	42
Suspicious Subjects	2	37
Transient Contacts	30	285
Transient Welfare Checks	10	118
Trespassing on Closed Fields	0	23
Unpermitted Food/Street Vendor Contacts	0	28
COVID SPECIFIC CONTACT SECTION		
Enforcing Park Amenity Closures	0	33
Protests	0	5
Social Distancing/Mask Advises	0	95
Subjects Violating LA County Health Order	0	1334

- Two Ranger trainees have joined the unit and have been training all month long.
- Unhoused encampments growing on north side, particularly Columbia, El Nido, and Guenser Parks.
- Rangers are pleased to report that locking restrooms at WALTERIA Park has deterred negative behavior after dark.
- Rangers observed TPD responding to a deceased person on the field at McMaster Park.
- Dogs off leash continue to be an ongoing issue citywide. One dog bite issue was forwarded to TPD after a dispute at WALTERIA Park.
- TPD was called out to investigate a possible DUI after Rangers observed drinking at Lago Seco Park.

Special Events

- Rangers played heavy role in Turkey Trot 5k Fun Run by setting up and maintaining the racecourse intersection closures.

REGISTRATION – Debbie Parr, Program Coordinator

Registration processed a total of 1,239 enrollments with a net revenue of \$154,075.35 during the month of November. The breakdown is as follows:

November 2021

	Resident Enrollments	Non-Resident Enrollments	Total Enrollments	Net Revenue
Staff Enrollments	145	83	228	66,292.78
Internet	933	78	1,011	87,782.57
Totals	1,078	161	1,239	\$ 154,075.35

Adult Leagues November 2021

	Total Enrollments	Net Revenue
Basketball	0	0.00
Softball	0	0.00
Totals	0	\$ 0.00

- Staff enrollments include After School.
- Internet enrollments were mostly Turkey Trot and Resident Winter Enrollment.

HOME IMPROVEMENT PROGRAM – Shawn Plunkett, Program Supervisor

During the month of November, the Home Improvement Program completed projects at 17 households, with ongoing projects at 6 additional households.

	November	YTD
Carpentry	12	88
Electrical	5	53
Miscellaneous	8	59
Paint	0	0
Plumbing	8	83
COVID-19	0	0
Total number of services provided	33	283

Respectfully submitted,



John La Rock
Community Services Director

Park Services Monthly Report

**MATERIAL
AVAILABLE
AT THE MEETING**

TO: PARKS AND RECREATION COMMISSION

FROM: GARRETT CRAIG, RECREATION SERVICES MANAGER

SUBJECT: RECREATION SERVICES MONTHLY REPORT FOR NOVEMBER 2021

The following is information regarding Recreation Division programs and facilities for November 2021:

YOUTH SPORTS / AQUATICS / EARLY CHILDHOOD EDUCATION – Allison Saufua, Sr. Recreation Supervisor; Patti Goldenson, Recreation Supervisor; Kim Hubbard, Aquatics Program Coordinator

Aquatics:

- The drop-in lap and recreational swim accounted for 1,838 pool visits.
- Long-term pool rental and Swim Torrance accounted for 2,080 pool visits.
- Long-term pool rental LAPS (Los Angeles Peninsula Swimmers) Master's Swim Team accounted for 632 pool visits.
- Winter classes will begin in January 2022.
- Fall classes ended, and parent surveys were conducted. Some of their comments are below:
 - *"Our two kids loved all of the instructors they worked with! We're so excited to take more lessons. The class exceeded our expectations! Thank you!"*
 - *"Ms. Erin was awesome! My daughter Sienna really liked her and loved her class. She puts a lot of passion and enthusiasm to teaching the kids and we are so lucky to have her reach Sienna how to feel comfortable in the water. Thank you!"*
 - *"My daughter enjoyed her classes with Coach Chris and always looked to going with them (even on cold days!)"*

Early Childhood Education (ECE):

- The 12-week fall session of ECE continues at Greenwood Park. Participants celebrated Veteran's Day and Thanksgiving with crafts and activities. Parents and family members were treated to a special Thanksgiving performance complete with costumes and songs.
- Fun and Friends, ages 3.5 to 5 years old, has 19 participants enrolled. Lollipop Tree, ages 3 to 4 years old, has 10 enrolled.
- An Open House took place to give potential parents and participants a chance to meet the staff and tour the classroom.

Youth Sports:

- Parents were invited to complete a survey for the Fall Cheerleading program that concluded in November. Some comments are below:
 - *"Thankful and grateful for both coaches and their overall commitment to these children. Love the program in its entirety and glad to have my daughter a part of it. Prayerfully, she can be a part of this program for the next few years."*
 - *"Coach Rita and Coach Dominique are amazing. They are patient, fast and efficient. My daughter has learned so much and was able to remember every*

routine. This was the best decision that was made for her to be active and involved in curriculum activities. She will attend winter, she loves cheer now. As a parent I'm grateful for this."

- Parents were invited to complete a survey for the Flag Football program that concluded in November. Some comments are below:
 - *"The staff is consistently friendly, professional and overall great with the kids. My son always has a great time, and we appreciate Torrance for offering the program!"*
 - *"My son's coaches were excellent!! He learned a lot, gained self-confidence, and most importantly had fun!! Thank you!!"*
 - *"Coaches were awesome!! I felt like my son's first football experience was good. We just wish they could've played games. But we understand. Thanks so much for offering the skills and drills!! My son didn't want it to end!"*
- Registration for the 2022 Co-Ed Indoor Basketball Clinic and Cheerleading Clinics has begun. Seasons are scheduled to begin in January 2022.

ADULT SPORTS / SEA-AIRE GOLF COURSE – Garrett Craig, Recreation Services Manager

Adult Sports:

- The Adult Softball Program fall season crowned its champions the final week of November. Leagues were offered Sunday – Friday evenings at Wilson Park. Winter season registration will open Monday, December 6, 2021. Games set to begin January 16, 2022.
- Our fall Adult Basketball leagues are gearing up for playoffs with 59 total teams in the program. Leagues are offered Sundays, Mondays, Wednesdays and Thursdays at the Dee Hardison Sports Center at Wilson Park. Winter season registration is set to open Monday, December 6, 2021.
- Adult Roller Hockey leagues have returned to the rink Monday-Saturday. On Sundays, the rink also stay busy with private rentals.
- Private gym rentals continue to be strong with over 40+ rentals in November.

Sea-Aire Golf Course:

- Total golf rounds played at Sea-Aire in November were 2,580.
- The Sea-Aire Women's Golf Club and the Seniors Golf Club kept busy with a number of events throughout the month.
- The Thanksgiving week was especially busy with families spending time together on the golf course, taking advantage of the beautiful weather.

AFTER SCHOOL CLUB / ADAPTIVE PROGRAMS / SPECIAL EVENTS – Suzie Wand, Senior Recreation Supervisor; Charlene Walker, Program Coordinator; Nicole Madera, CSL IV

After School Club Program:

- The program continues to operate successfully at 11 sites: Arnold, Carr, Edison, Fern/Greenwood, Torrance, Victor, Walteria and Yukon Elementary Schools; and Jefferson, Madrona and Richardson Middle Schools.
- The program has not yet resumed at the following sites: Bert Lynn, Casimir, Hull and Magruder Middle Schools. Parents who had remained enrolled for the fall session

received full refunds for their payments.

- Participants enjoyed a number of Thanksgiving and fall-themed crafts and activities throughout the month.
- Participants created Thanksgiving-themed placemats for the lunch program participants at the Bartlett Senior Center. These were very well received and also made for a cute addition to the Torrance Recreation Instagram page.

Winter Camp:

- Winter Camp will be held December 27-30 at Greenwood Park.
- Camp registration began on November 30 for Torrance residents and December 7 for non-residents.

Adaptive Recreation:

- Virtual programming continues via Zoom for PALS (People Actively Learning and Sharing) members. An average of 15 - 20 members attend each activity.
- Zoom activities included Show and Share on November 1, Trivia Night on November 8 and Bingo Night on November 15.
- A Wilson Park Walking Club began in November and had an average of 12 members each Saturday. This new activity was met with a lot of positive energy with the members requesting more walks in the future!
- The PALS Swim and Softball seasons ended in November. Big thanks to the volunteer parents who continue to devote their time and energy to these programs!



Special Events:

- The 41st Annual Harry Sutter Memorial Turkey Trot Fun Run was held on Thanksgiving morning, November 25 with over 3,400 registered participants.
- The weather was glorious and those present enjoyed the race followed by the ever-popular Opportunity Drawing. We are grateful to our generous sponsors, many who have been donating every year.
- Special thanks to Commissioner Candioly for being the official race starter!



TEENS/CO-REC / YOUTH COUNCIL / SENIOR CITIZENS / COMMISSION ON AGING

VIRTUAL RECREATION – *Deborah Reed, Senior Recreation Supervisor; Veronica Minter, Recreation Supervisor; Vacant Position, Recreation Supervisor*

THE ATTIC Teen Center:

- THE ATTIC continued regular hours throughout the month of November and had a total of 543 in attendance, this includes guests and members.
- On Tuesdays, ATTIC staff held Trivia Tuesday activities for the members to participate in each week. This month’s trivia themes were Ocean, Reptile, Geography, and Pop Music.
- Staff held different activities throughout the month to give participants further recreational opportunities. Activities included: Neah - “Who’s the faker?” and marshmallow challenge, Emily - karaoke and friendship bracelets, and Joel - knock out tournament and dodgeball tournament.
- Movie Fridays featured, “Billy Madison,” “Black Widow,” and “Stanger’s.”

ATTIC Advisory Committee:

- On Monday, November 1st THE ATTIC *Advisory Committee* held their monthly meeting, which took place at THE ATTIC at 6:00pm. There were 14 committee members present. Agenda items included reviewing the Outdoor Movie Night, preparing for the November event, and signing up for sub-committees. A Thanksgiving Scavenger Hunt throughout THE ATTIC was held November 17 at 5:00 pm with 22 people in attendance.

S.P.I.N. (Serving People in Need): (Not currently meeting)

Co-Rec (Co-Recreation): Co-Rec is on hold due to COVID-19

Virtual Recreation:

- Torrance virtual recreation and social media continues to grow. We have transitioned to encourage recreation and promote our programs.
- This Month:
 - THE ATTIC – spotlight program
 - Turkey Trot Packet Pick Up – program announcement
 - Car Races – spotlight ASC program
 - National Recycling Day 11/15/21 – encourage recycling
 - Holiday Tree Can Food Donation – program highlight

- ASC Staff of the month – program highlight
- ECE Open House – program highlight
- Indoor Basketball Skills Clinic – event promotion/sign-ups
- Cheerleading Clinic – event promotion/sign-ups

Youth Council (TYC):

- The Youth Council continues to meet in committees planning upcoming events.
- Twelve members showed up early Thanksgiving morning to cut oranges and put bottled water and bananas out for the runners. Great bonding opportunity for all.

RECREATION DIVISION VOLUNTEER INFORMATION FOR JANUARY:

LOCATION/PROGRAM	NUMBER of VOLUNTEERS	VOLUNTEER HOURS
Adaptive Sports		
Bartlett Senior Center	1	40
Early Childhood		
Focal Point	9/in office 1/home	204
AARP Tax Aide		
S.P.I.N.		
Youth Sports		

Commission on Aging (COA):

- The Commission continues to research and gather information and planning for making Torrance an AARP age-friendly city.
- The COA is dark for the month of December. Returning in January, meetings will be located at the West Annex Commission Room the first Tuesday of each month.

Focal Point on Aging:

- The Focal Point office continues to operate from 9:00am-noon. They now have full staffing in the office; however, in-person consultations are not available without an appointment. Focal Point is not accepting walk-ins.
- Focal Point staff continue to make birthday calls to seniors within the community.

Senior Citizens Programs (Bartlett Center, Tillim, Walteria)

- Bartlett Center’s pool tables continue to stay busy. Reservations, masks, and social distancing are required.
- Bartlett’s lunch program continues to sell-out (30 max) and has a waitlist almost every day, depending on the menu. Staff have extended the counts to accommodate up to 45 participants in the lunchroom. This has alleviated the wait list.
- The Lapidary workshop continues to have the maximum amount each session.
- Bridge has grown from two tables each session to a possible three as the word gets out that the game has returned. Lately we have received a few calls from seniors who wish to learn the game in a friendly environment. We welcome players of all levels.
- Bartlett Thanksgiving luncheon was a huge success with 52 seniors attending. Chef Agustin served up turkey, gravy, dressing, almandine green beans, cranberry sauce, dinner rolls and pumpkin pie with a dollop of whipped cream. The placemats were designed and donated by the Afterschool Programs from the various middle and elementary schools in Torrance.


- The Tillim Senior Center and Walteria Park Senior programs remain closed.
- Staff continue to work on winter classes, which are scheduled to begin in January at the Bartlett Center.
- Staff is discussing the Tax Program for 2022 with AARP tax representatives. Staff hope to have dates, times and a flyer by the end of the month.
- On Saturday, November 6, the seniors held their annual Arts and Crafts Sale at the Ken Miller Recreation Center. Due to COVID protocols and out of cautiousness for our seniors we were limited to 85 vendors, making sure there was 3ft of space between each booth. It was a great turnout of shoppers purchasing one of kind handmade gifts. D.J. Ozzie provide the entertainment throughout the day.

Respectfully Submitted,



Garrett Craig
Recreation Services Manager

CONCUR:



John La Rock
Community Services Director