

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 6:30 p.m. in the West Annex Commission Meeting Room. All meetings are open to the public.

**TORRANCE PARKS AND RECREATION COMMISSION AGENDA
WEDNESDAY, NOVEMBER 9, 2022
REGULAR MEETING
6:30 P.M. IN THE WEST ANNEX COMMISSION MEETING ROOM
AT CITY HALL, 3031 TORRANCE BOULEVARD
TORRANCE, CA 90503**

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

1. CALL MEETING TO ORDER

ROLL CALL: Commission members Candioly, Craft, Habel, Mele, Montoya, Muhammed, Chair Mataalii

2. FLAG SALUTE: Commissioner Muhammed

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, November 3, 2022 /s/ Rebecca Poirier

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 ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS

5. ORAL COMMUNICATIONS (Limited to a 15 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 1 minutes per speaker. Your comment to the Commission meeting will be recorded as part of the meeting. By staying in the meeting and making public comment during the meeting, you are agreeing to have your comment recorded.

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

Recommendation of Community Services Director that your Honorable Body approve the Parks and Recreation Commission minutes of October 12, 2022.

6B. ACCEPT DONATION FROM THE DOG OBEDIENCE CLUB

Recommendation of Community Services Director that your Honorable Body accept Dog Obedience Club Donation for Use Toward the City Parks Dog Bag program.

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
- Torrance Theatre Company – The Cordray Christmas Variety Hour
- The 44th Excellence in Arts Awards
- License Agreement with South Bay Black Sheep RC car club
- The City Hosts LA County Voting Centers

7B. COMMUNITY SERVICES DIRECTOR – DISCUSSION OF HOSTING A JOINT MEETING WITH THE TORRANCE CITY COUNCIL

Recommendation of the Community Services Director that the Parks and Recreation Commission Discuss hosting a Joint Meeting with City Council.

7C. COMMUNITY SERVICES DIRECTOR – PROVIDE INPUT REGARDING NEW SPECIAL EVENTS IN THE CITY OF TORRANCE

Recommendation of the Community Services Director that the Parks and Recreation Commission provide input on a referral from the City Council regarding new special events in the City.

7D. 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, December 14, 2022 at 6:30 p.m.

**MINUTES OF A REGULAR MEETING OF THE
TORRANCE PARKS AND RECREATION COMMISSION**

1. CALL TO ORDER

The Torrance Parks and Recreation Commission convened in regular session at 6:30 p.m. on Wednesday, October 12, 2022, at the West Annex Commission meeting room, Torrance City Hall.

ROLL CALL/MOTION FOR EXCUSED ABSENCE

Present: Commissioners Candioly, Craft, Mele, Montoya, Muhammed and Chairperson Mataalii

Absent: Commissioner Habel

Also Present: Community Services Director La Rock,
Park Services Manager Drake,
Administrative Analyst Lee,
Recreation Services Manager Craig,
Park Ranger – Program Coordinator Arevalo.

MOTION: Commissioner Candioly moved to approve the excused absence of Commissioner Habel. Commissioner Montoya seconded the motion; a roll call vote reflected 6-0 approval. (Absent Commissioner Habel)

2. FLAG SALUTE

The pledge of Allegiance was led by Commissioner Montoya.

3. REPORT ON THE POSTING OF THE AGENDA

Chairperson Mataalii stated that the agenda for the Torrance Parks and Recreation Commission was posted on the Public Notice Board on October 6, 2022.

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

Community Services Director La Rock stated that there were no items.

5. ORAL COMMUNICATIONS #1

None.

6. CONSENT CALENDAR

6A. APPROVAL OF MINUTES: June 8, 2022 and September 14, 2022

MOTION: Commissioner Mele moved to approve the Commission meeting minutes of June 8, 2022 and September 14, 2022, as submitted. Commissioner Candioly seconded the motion; a roll call vote reflected 6-0 approval. (Absent Commissioner Habel)

7. ADMINISTRATIVE MATTERS

7A. COMMUNITY SERVICES DIRECTOR – STATUS OF PROGRAMMING AND PROJECTS.

Director La Rock introduced the new City Librarian, Heather Cousin.

- Pandemic Reconstitution and Reopening
Director La Rock reported that absences due to contact to COVID or COVID cases continued to impact staffing levels and masking continued for some situations.
- Torrance Theater Company - “Paragon Springs”
Director La Rock announced that the Torrance Theater Company had opened their first show of the season, “Paragon Springs” and the Torrance Art Museum had a new exhibit with a focus on the upcoming November elections.
- The 44th Annual Excellence in Arts Awards
Director La Rock noted that on October 22, 2022 the 44th Annual excellence in Arts Award would be celebrated.
- The 42nd Annual Turkey Trot Fun Run
Director La Rock stated the 42nd Annual Turkey Trot Fun Run would take place on November 24, 2022.
- City Council, September 27, 2022 meeting - Coyote Trapping item
Director La Rock explained that the City Council, at the September 27, 2022 meeting, had voted to continue coyote trapping for another full year, with trapping possible on any day of the week.

7B. COMMUNITY SERVICES DIRECTOR- Review Department Monthly Reports

- Administrative Services

Administrative Analyst Lee presented the Administrative Services Division Report for September 2022, included in agenda packets.

Ranger Supervisor Arevalo introduced several Rangers:

Ranger Donaldson reported that the number of unhoused within the Parks has decreased since the opening of the temporary housing. She explained that she has been a part of the outreach efforts and has conducted welfare checks.

Ranger Matsumoto reported on dogs off leash violations and noted that there were 90 violations in September with 1,193 violations for this year-to-date. He noted that Miramar Park had had the highest number of violations, but the number of violations had decreased, due to increased monitoring. He stated that new signage had been installed at Miramar Park and added that El Retiro Park would be the next area of focus for the Rangers’ efforts to reinforce the leash rules.

Ranger Horne noted that Rangers can be recognized as Rangers in the Parks and added that the majority of the individuals were cooperative and appreciative of their services.

Director La Rock explained that the City was advancing administrative citations, which could be used by the Park Rangers, but noted that the Rangers did not have the legal authority to detain anyone.

Ranger Supervisor Arevalo noted that the Department was recruiting for more Rangers, as some of the current Rangers were transferring to different positions within the City.

Administrative Analyst Lee highlighted ongoing Home Improvement projects. He discussed the Farmer's Market attendance numbers for Tuesdays and Saturdays and the revenue for September. He announced that the Council had approved extending the contract with the coyote abatement services for another year and detailed coyote encounters for September. He noted that the September revenue from pet licensing was \$16,005.

- Park Services

Park Services Manager Drake presented the report for the month of September and noted that the Department was in the process of inventorying the amenities in each park to develop a master list, as well as determine need and maintenance requirements. She added that fence repairs due to tree limb failures had been completed at Wilson Park. She explained that the tree trimming was now done by in-house staff and training was on-going. She noted that two walls at Seaside Heroes Park had had to be replaced due to a car accident. She stated that staff was being cross trained across the system and larger groups of employees were being deployed to complete a large project in a shorter amount of time. She discussed the fire that had occurred at the Madrona Marsh and resultant damage to the trees. She noted that a third "Study Skins" workshop had been held at the Nature Center to teach the art of preserving ornithological skins. She invited the Commission to attend the "Make a Difference Day" on October 22 at Madrona Preserve to work on a planting project.

- Recreation Services

Recreation Services Manager Craig presented the Park Services Monthly Report for September 2022, included in the material of record. He noted that the number of bookings and reservations reports now included information on multi-purpose court reservations. He announced that Aquatics was recruiting for additional staff. He noted that Fall Youth Co-Ed Flag Football League had begun, which was joined by the Cheer participants at halftimes. He added that the Adult basketball and softball leagues had begun their seasons and noted that all four of the softball fields at Wilson Park had been laser leveled. He explained that 5:30 pm would be the last tee-off time for the winter hours at Sea-Aire Golf Course. He announced that the after-school programs were busy working on their pumpkins in preparation for the movies in the Park. He invited the Commission to the Halloween movie event on Saturday, October 29 at Wilson Park and to sign up to judge the pumpkin contest. He reported that Adaptive Recreation had participated in their first Special Olympics activity post-COVID and had finished in first place. He announced that on November 10, 2022 at 10:00 a.m. the Torrance Youth Council would excavate the TYC Time Capsule, buried 26 years ago at Delthorne Park. He discussed the Centenarian Program, which had been approved by City Council and managed by the Commission on Aging.

MOTION: Commissioner Montoya moved to accept and file the department Monthly Reports. Commissioner Candioty seconded the motion; a roll call vote reflected 6-0 approval. (Absent Commissioner Habel)

8. COMMISSION ORAL COMMUNICATIONS

The Commission thanked the Rangers for the services that they provide and their appearance and presentations at the Commission meeting.

9. ADJOURNMENT

Recording Secretary
Ellen Seaman

9A. Adjournment of Parks and Recreation Commission meeting to Wednesday, November 9, 2022

MOTION: At 7:40 p.m., Commissioner Candioly moved to adjourn the meeting to Wednesday, November 9, 2022 at 6:30 p.m., at the West Annex Commission meeting room, Torrance City Hall. The motion was seconded by Commissioner Muhammed and a roll call vote reflected 6-0 approval. (Absent Commissioner Habel)

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Subject to Approval

TO: PARKS AND RECREATION COMMISSION
FROM: TRACY DRAKE, PARK SERVICES MANAGER
SUBJECT: ACCEPT DOG OBEDIENCE CLUB DONATION FOR USE TOWARD THE CITY PARKS DOG BAG PROGRAM

Since 1958, the Dog Obedience Club of Torrance has offered an outstanding dog-training and obedience program for the community, and has continued to provide very generous donations to the City of Torrance. On October 13, 2022 staff received their recent letter of donation. (Attachment A)

In April 2009, City staff received a request from the Torrance Dog Obedience Club asking if their donation could be used toward the purchase of dog bags for the variety of Dog Bag stations located in various city parks. Staff reviewed this request and felt that this was a very appropriate usage of these donation funds as these Dog Bag stations will assist dog owners with disposing of dog waste.

This dog bag program has been extremely successful and additional Dog Bag stations have been implemented in several parks. The Community Services Department is extremely appreciative of the dedication and cooperation of the Torrance Dog Obedience Club, as well as for its on-going donations to the City which currently total \$60,335. (Attachment B)

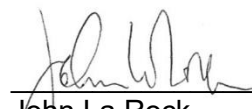
The Community Services Director is requesting that the Parks and Recreation Commission accept the donation from the Torrance Dog Obedience Club and apply this donation toward the dog bag program. After acceptance, a letter of appreciation for the donation will be sent to the Dog Obedience Club from the Community Services Director and the Parks and Recreation Commission Chair.

Respectfully submitted,



Tracy Drake
Park Services Manager

CONCUR:



John La Rock
Community Services Director

Attachment: A) Letter from the Dog Obedience Club dated October 6, 2022
B) List of Dog Obedience Club donations to the City



Dog Obedience Club of Torrance, Inc.

October 6, 2022

John La Rock
Parks & Recreation Department
City of Torrance
3031 Torrance Blvd.
Torrance, CA 90503-2970

RE: Dog Obedience Club of Torrance Donation

Dear John,

It is the privilege of the Dog Obedience Club to make a donation to the Torrance Park & Recreation Department. Enclosed is our check in the amount of \$3,000.00 in hopes it can be used towards the potty bag program.

To ensure that the Club's financial records are kept current and accurate, please deposit this donation as quickly as possible.

Sincerely,

Dog Obedience Club of Torrance

A handwritten signature in blue ink, appearing to read "Rick Jacoby". The signature is stylized and cursive.

Rick Jacoby, Trainer, and President, (310) 329-0202

Dog Obedience Club donations to the City of Torrance

TOTAL		\$60,335
Year	Month	Amount
2022	October	\$3,000
2022	April	\$3,000
2021	November	\$2,000
2019	July	\$1,500
2019	November	\$1,000
2018	August	\$1,000
2018	October	\$1,000
2017	July	\$1,000
2017	October	\$1,000
2016	February	\$1,000
2016	July	\$1,000
2015	July	\$1,000
2014	July	\$1,000
2014	October	\$1,000
2013	August	\$1,000
2013	November	\$1,000
2012	April	\$1,000
2012	September	\$1,000
2011	March	\$1,000
2011	August	\$1,000
2010	June	\$1,000
2010	October	\$1,000
2009	April	\$600
2009	August	\$800
2008	March	\$600
2008	September	\$600
2007	March	\$500
2006	February	\$800
2005	June	\$800
2004	September	\$900
2004	April	\$900
2003	June	\$800
2003	October	\$800
2002	March	\$800
2002	July	\$800
2002	October	\$800
2001	June	\$600
2001	July	\$600
2000	September	\$800

1999	April	\$800
Year	Month	Amount
1999	December	\$800
1998	April	\$1,000
1997	August	\$800
1996	April	\$1,000
1996	August	\$1,000
1995	August	\$1,000
1994	February	\$600
1993	June	\$600
1992	July	\$400
1991	January	\$400
1991	September	\$400
1990	August	\$500
1989	May	\$300
1989	September	\$300
1988	March	\$400
1988	June	\$500
1987	February	\$400
1987	August	\$500
1985	June	\$250
1983	February	\$200
1983	July	\$300
1982	July	\$400
1981	September	\$400
1980	September	\$250
1979	October	\$300
1978	November	\$250
1977	June	\$500
1976	June	\$350
1975	June	\$300
1974	July	\$400
1974	November	\$400
1973	June	\$400
1973	October	\$500
1972	June	\$400
1972	November	\$300
1971	June	\$400
1970	July	\$250
1969	July	\$250
1968	August	\$150
1967	January	\$250
1967	July	\$150

1965	February		\$250
Year	Month	Amount	
1963	September		\$250
1962	June		\$200
1962	November		\$200
1961	June		\$60
1961	July		\$325
1960	August	Tickets for P.O.P. (children Walteria Park).	
1959	September	Equipment for Walteria Park Night lighting	
1958	October	Refrigerator and Stove for Walteria Park.	

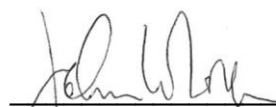
For Commission Meeting
November 9, 2022

TO: PARKS AND RECREATION COMMISSION
FROM: JOHN LA ROCK, COMMUNITY SERVICES DIRECTOR
SUBJECT: COMMUNITY SERVICES DEPARTMENT UPDATES

Recommendation of the Community Services Director that the Parks and Recreation Commission receive and file updates on the Community Services Department:

- Pandemic reconstitution and reopening
 - As per the latest LA County Department of Public Health Order, Masking is now based on Personal Preference at most City facilities and programs; Masking for City Transit is Strongly Recommended and is still required for congregant settings like the shelter facility.
 - Occasional COVID positive cases and close contacts continue to occur amongst the staff
 - Staffing and retention remain a challenge as the City competes with higher wages from other municipal and private employers
- Torrance Theater Company will present the holiday show *The Cordray Christmas Variety Hour* from December 3-18, 2022 at the theater on Cabrillo; the Torrance Art Museum has two exhibits running through December 10, 2022, *Un-Civil War! (An Election Special)* and *92 Events* by Ken Friedman
- The 44th annual Excellence in Arts Awards were held on October 22. Special thanks to Commissioner Candioly for his service as Master of Ceremonies
- An agreement between the City and the radio controlled miniature car club developing a track in El Nido Park will be presented to City Council on November 15.
- The City is hosting LA County voting centers at Dee Hardison Sports Center, George Nakano Theater, Herma Tillim Senior Center and Walteria Park Senior Center.

Respectfully submitted,



John La Rock
Community Services Director

For Commission Meeting
November 9, 2022

TO: PARKS AND RECREATION COMMISSION

FROM: JOHN LA ROCK, COMMUNITY SERVICES DIRECTOR

SUBJECT: JOINT MEETING WITH CITY COUNCIL

Recommendation of the Community Services Director that the Parks and Recreation Commission receive and provide input regarding a potential joint meeting with the City Council to be held in 2023.

The City Council has requested to begin holding joint Council / Commission meetings. The City Council has chosen to keep these joint meetings on Council meeting nights beginning at 5 pm and ending at 6 pm (regular City Council meeting will start at 6:30 pm).

The joint meeting takes place in the Commission meeting room and is untelevised. The Commission and Council eat a light dinner together half an hour before the meeting starts (4:30 pm).

The Commission may provide feedback on its interest in having a joint meeting with the City Council to highlight what the Commission is working on, has accomplished, etc.

Commissioners should indicate if they would be available on a Tuesday, at 4:30 pm. Scheduling will be determined; there are 13 City Commissions that will be coordinated with the City Clerk's office.

Respectfully submitted,



John La Rock
Community Services Director

TO: PARKS AND RECREATION COMMISSION

FROM: JOHN LA ROCK, COMMUNITY SERVICES DIRECTOR

SUBJECT: NEW SPECIAL EVENTS

Recommendation of the Community Services Director that the Parks and Recreation Commission receive and provide input on a referral from the City Council regarding new special events in the City as a means to increase City revenue.

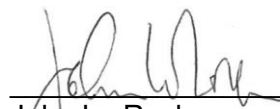
The City of Torrance currently provides a number of special events in the City of varying scale and expense. Among these are the Armed Forces Day Parade, July 4th Fireworks display, Turkey Trot 5k Fun Run, Halloween in the Park, Summer Movies in the Park, Cherry Blossom Festival and Summer Concerts in the Park. There are also a number of smaller events such as the 9-11 Remembrance at Seaside Heroes Park, Memorial Day Names on the Wall Remembrance at Civic Center, Coastal Clean-Up and Excellence in Arts Awards. All of these events are provided to the community free of charge, and although there is a registration fee to run/walk the Turkey Trot course, attendance at the overall event is free. Expenses for special events are primarily comprised of City staff from Police, Fire, Public Works, Community Services and additional Departments and staff as needed for each particular event.

At their meeting of October 11, 2022, the City Council provided direction to staff regarding new special events in the City that could be a source of revenue. In order for a special event to recover all necessary staff and materials expenses and return net revenue to the City, the following considerations would be recommended:

- Using a promoter to partner with the City and to incur upfront and operational costs in exchange for use of space
- Determine appropriate locations in the City to hold special events that could accommodate nighttime and late evening activities, which could also include live music and alcohol service
- Determine a City review process to analyze event proposals
- Establish a fee schedule for required City services at any special event, i.e. public safety, security, EMS/medical stand-by, Risk analysis, location recovery, etc.
- Establish an outreach plan to the community within a certain proximity to any proposed special event

The Commission may provide input on these recommendations, as well as provide feedback in general regarding special events and for-profit special events.

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 – OCTOBER 2022

PARK RANGER PROGRAM – Victor Arevalo, Program Supervisor

During the month of October, the Park Ranger program continued its weeknight and daytime 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 October.

	October	YTD
Alcohol Violations	18	138
Amplified Sound	7	58
Bouncer Violations	2	19
Citizen Assist	28	166
Defiant/Disruptive Subjects	5	46
Dogs Off Leash Violations	85	1278
Fire Call-Outs	1	3
Graffiti Hotline	70	648
Hazard Report/Removal	16	120
Maintenance/Park Call-Outs	7	53
Marijuana/Smoking/Vaping	3	94
Miscellaneous	0	6
Missing Subjects	0	0
Park Damage	6	61
Parking Violations	236	453
Permit Issues	6	98
Police Call-Outs	0	22
Ranger Call-Outs	39	253
Skating/Biking Violations	2	21
Suspicious Subjects	9	31
Unhoused Subject Contacts	45	269
Unhoused Subject Welfare Checks	39	224
Trespassing on Closed Fields	0	6
Unpermitted Food/Street Vendor Contacts	4	11

- Departure of Ranger Masumoto who took a position as a Management Aide in Cultural Services.
- Training opportunity for unit after a contact with a religious group passing out pamphlets and flyers.
- Uptick in hazard report as numerous branches were observed fallen city wide.
- Rangers assisted in stopping soccer players from disabling fencing and playing on closed field at McMaster Park.

- Adult softball teams contacted at Wilson Park in evenings for alcohol violations; information shared with Adult Sports and Facility Booking.
- Weekday afternoon library patrols have increased to up to four times a week, up from twice a week.
- Daily welfare checks of Wilson Park unhoused (Adrienne/Theresa) continue.
- Continued efforts to reduce dogs off leash at Miramar Park has resulted in increased complaints about number of owners allowing animals off leash at El Retiro Park; Resources have been shifted to address the increase.
- Rangers supported one wedding permit and final Movies in the Park event on October 29, 2022.

HOME IMPROVEMENT PROGRAM – Shawn Plunkett, Program Supervisor

During the month of October, the Home Improvement Program completed projects at 13 households, with ongoing projects at 8 additional households. Total mobile home clients 10, 5 mobile home households completed.

	October	YTD
Carpentry	10	72
Electrical	6	41
Miscellaneous	3	48
Paint	0	0
Plumbing	4	67
COVID-19	0	0
Total number of services provided	23	228

FARMER’S MARKET PROGRAM – Shane Lee, Administrative Analyst

October brought fall season produce to the Farmers’ Market, such as butternut squash, spaghetti squash, kombucha squash, persimmons, and pomegranates. There continues to be an abundance of grapes, root vegetables, carrots, beets, and baby greens as well. Both the Tuesday and Saturday Markets now have hot fudge, hot butterscotch, and chocolate bombs for the season. During the last two weeks of October, the Farmers’ Market had a “Guess the Weight” pumpkin contest where the winner took home the big bumpkin.

Farmer’s Market staff are planning to introduce live cooking demonstrations as a new activity for the community to participate in and to showcase different cuisines.

During the month of October, the Farmer’s Market continued operating every Tuesday and Saturday. Average attendance for Tuesdays was 5,906 and for Saturdays was 16,063. Revenue total for Tuesdays is \$22,748.62 and for Saturdays is \$65,845.33. Including promotional revenue to the City, total revenue from the Farmer’s Market Program year-to-date through the month of October is \$352,178.75.

Revenue	Tuesday	Saturday	Monthly Total	YTD
September	\$21,188.91	\$50,555.11	\$71,744.02	\$263,584.80
October	\$22,748.62	\$65,845.33	\$88,593.95	\$352,178.75

ANIMAL CONTROL PROGRAMS – Shane Lee, Administrative Analyst

During the month of October, coyote abatement services began its Monday through Sunday trapping frequency and the City’s pet licensing program has continued servicing Torrance residents.

Coyote Report

The City’s contracted coyote abatement services vendor began its extended services in October after receiving City Council approval for additional services. Services now run daily, Monday through Sunday.

During the month of October, there were 64 reported encounters of coyotes by the public, with 2 coyote captured by the vendor.

Type of Coyote Encounter	October
Sighting Reported by Public	55
Dog Attack	1
Cat Attack	1
Dog Attack Resulting in Fatality	0
Cat Attack Resulting in Fatality	5
Wild Animal Fatality of Unknown Origins	0
Injured Coyote	2
Total Encounters	64

	October	Current Trapping Period YTD (10/11/22 - Present)
Coyotes Trapped	2	2
Carrion (non-trapped)	2	2
Total	4	4

Pet Licensing

Statistics provided below may not be finalized numbers as the official pet licensing invoices are delivered by DocuPet, the vendor, to the City at the end of the second week of each month. During the month of October, a total of 539 licenses were sold. 412 of these were purchased through DocuPet’s online portal and 127 were purchased offline by mail. Total revenue received by the City will be approximately \$16,285.45.

	September	October
Licenses Sold	511	539
Donations Received	\$40.00	\$169.00
Total Revenue less Fees	\$16,005.51	\$16,285.45

For a year-over-year comparison, in October 2021, there were a total of 469 license sales which resulted in revenue of \$12,147.20. This was with the previous pet licensing services provider, PetData.

Respectfully submitted,



John La Rock
Community Services Director

TO: PARKS AND RECREATION COMMISSION
FROM: GARRETT CRAIG, RECREATION SERVICES MANAGER
SUBJECT: RECREATION SERVICES MONTHLY REPORT FOR OCTOBER 2022

The following is information regarding Recreation Division programs and facilities for October 2022:

FACILITY BOOKING AND REGISTRATION – *Veronica Minter, Senior Recreation Supervisor and Kenita Trinidad, Facility and Registration Program Coordinator*

Facility Booking

During the month of October:

- Field Bookings:
 - Staff issued 60 short-term, 2 hour permits for fields
 - Long-term field users were issued on 704 occasions
 - There were 0 softball tournaments held at Wilson

Multi-Purpose Court Reservations	
Private	17
City Classes	4
Inquiries	4

- Picnic Reservations:
 - A total of 160 picnic reservations with approximately 8,986 guests were permitted
 - 23 bouncer permits were issued

Park	Picnics	Guests
Columbia Park	41	2837
El Nido Park	9	320
El Retiro Park	10	357
Hickory Park	6	211
Lago Seco Park	8	345
McMaster Park	5	124
Paradise Park	7	249
Torrance Park	10	830
Victor Park	6	200
Walteria Park	7	350
Wilson Park	51	3163

- Park Building Reservations:
 - 8 private rentals with a total of 405 guests
 - 398 non-profit organizations used the buildings

Building	Private	Non-Profit
Alta Loma Park	0	17
El Nido Park	0	48
El Retiro Park	3	30
Greenwood Park	0	172
La Romeria Park	1	21
McMaster Park	4	41
Sea-Aire Park *	0	16
Sur La Brea Park	0	26
Walteria Park	0	27
The Attic	0	

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

Facilities Revenue Report:

REVENUE

	October	2022 YTD
Attic		
Facility Reservations	\$1,290.00	\$20,521.28
Field Lights/Support	\$4,295.73	\$70,395.80
Field Prep		\$386.25
Filming Permits		\$6,000.00
Hockey Rink	\$3,699.00	\$55,347.52
Picnic Reservations	\$470.00	\$48,018.80
Pool Rental	\$13,147.70	\$135,127.16
Special Events	\$200.00	\$4,500.00
Sports Center	\$2,652.00	\$37,356.00
Torrance Art Museum		\$-
LA Galaxy Sports Complex	\$13,570.10	\$352,933.14
Weddings		\$5,000.00
Monthly Total	\$39,324.53	\$735,585.95

Registration

September 11 was the start of the fall classes. Registration processed **1773 enrollments** with a net revenue of **\$159,066.15** during the month of October.

The breakdown is as follows:

	Resident	Non-Res	Total Enrollments	Total Fees
Total	953	820	1,773	\$159,066.15
Staff	275	239	514	\$88,177.09
Web	678	581	1,259	\$70,889.06

	Resident	Non-Res	Total Enrollments	Total Fees
Total	0	0	0	\$0.00
Basketball	0	0	0	\$0.00
Softball	0	0	0	\$0.00

YOUTH AND ADULT SPORTS / AQUATICS / SEA-AIRE – Allison Saufua, Senior Recreation Supervisor; Jesus Castro, Recreation Supervisor; Kim Burgueno, Recreation Supervisor

Aquatics:

- Fall Classes were canceled due to lack of instructors. Staff are looking into the possibility of contractors teaching swim lessons for Winter Session.
- Recruitment continues for lifeguards at the Plunge.
- The drop-in lap swim accounted for 1,825 pool visits. Recreational swim had 166 swimmers.
- Long-term pool rental LAPS (Los Angeles Peninsula Swimmers) Master's Swim Team accounted for 242 pool visits.
- Long-term pool rental group, Swim Torrance has resumed swimming at the Plunge. They had 2,245 swimmers this month.

Youth Sports:

- The Fall Youth Co-Ed Flag Football program is currently in their sixth week of league games. The season is projected to end on Saturday, November 19, at the Wilson Park softball outfield grass area.
- The Cheer program participants have been cheering and performing at the Monday night and Saturday morning Flag Football games at Wilson Park throughout the season. A final performance will take place on Saturday, November 19, 2022.
- The winter 2023 Youth Basketball online registration for K through 8th grade opened on Tuesday, October 4 for City of Torrance residents and on Tuesday, October 11 for non-residents. The league has filled 668 of the 680 available spots. The last day to register is by 5:00 p.m. Wednesday, November 30, 2022.
- The Winter Youth Basketball League is projected to begin on Saturday, January 14, 2023, and run through March 2023. Games are scheduled to be played on Tuesday and Friday evenings, Saturday mornings, and afternoons at the Wilson Park Dee Hardison Sports Center gymnasium.

Adult Sports:

- The 2022 fall adult basketball season league is currently running three leagues on Sundays, two on Mondays, two on Wednesdays and two on Thursdays, with 51 teams playing in the season.
- The 2022 fall adult softball leagues run Sunday through Friday nights at Wilson Park. A total of 16 leagues are in season, with 94 teams registered for the season.
- The adult basketball and softball leagues are currently on their 7th week of games with a projected end date of late November to early December.
- The 2023 Winter Season adult basketball and softball leagues are projected to begin taking team registrations on Monday, December 5, and are scheduled to close by 5:00 p.m. on January 6, 2023.
- The 2023 adult basketball and softball leagues are projected to begin their season on the week of January 15, 2023.

- Adult Roller Hockey has continued their leagues at the Rink Monday through Saturday. On non-league days, rentals for practices and skate parties have been frequent.

Sea-Aire Golf Course:

- October Fall golf season at *Sea-Aire* golf course saw 2,330 rounds.
- The Friday Seniors golf club held its annual Halloween golf tournament on October 28.
- The Thursday morning Ladies Golf Club held their two-week fall club champion tournament on October 20 and 27.
- The contractor completed the cell tower upgrade project at *Sea-Aire* on October 16. In addition, the contractors also completed the replacement and painting of all the wood trim around the cell tower electrical room. The number one green reopened on October 25 for everyday use once the tower was completed.
- On Sunday, November 6, the new last tee-off time at *Sea-Aire* will be 3:30 p.m., which is the end of Daylight Savings time.
- With the slower fall golf play and the cooler weather, the greens are slowly bouncing back from dollar spot disease.
- Evening Community Room rentals with Scouts and groups continued throughout the month.

AFTER SCHOOL CLUB / PARK DROP-IN / DAY CAMPS/ VIRTUAL RECREATION– *Veronica Minter, Senior Recreation Supervisor and Nicole Madera, Recreation Supervisor*

After School Club Program:

The After School Club continues to operate at 8 Torrance Unified elementary school campuses. There are 219 participants enrolled. Participants have enjoyed various fall crafts, games and activities. Pumpkins decorated by the After School Clubs will be on display at the Halloween Movie in the Park event on Saturday, October 29.

The After School Club is still actively recruiting more staff, and attempting to spread the word on current job openings. Most recently, our Senior Program Specialist attended a Recreation and Leisure Studies class at Cal State Long Beach, via Zoom. The professor was kind enough to offer an opportunity to speak to the students and hopefully gain some applicants as a result. We have also promoted our Program Leader position for the After School Club to El Camino College and Cal State Dominguez.

Parents have provided constructive feedback on their experience at the After School Club via an online survey made available to them. Some comments given are as follows: *“All Edison ASC staff members are amazing! They always greet parents with a smile and friendliness. Whenever I pick my child up at 5 p.m. they don’t want to leave.” “All the staff I interact with are friendly and communicative, I would recommend them anytime!” “Thank you Victor ASC team, you do a great job and we appreciate you.”*

Winter Day Camp:

Winter Day Camp will take place December 19-23 at Greenwood Park. Campers ages 6-11 will participate in winter themed activities, crafts and a field trip to the movies at Del Amo Mall. Registration for Winter Camp begins on November 15. We have advertised the camp at our After School Programs as well as on our City website. We are hopeful that many campers will sign up and spend their winter break with us!

Virtual Recreation:

Torrance virtual recreation and social media continues to provide content for residents. October’s content included:

- Halloween Movie Night-program spotlight
- Torrance Cheer – program spotlight

- TYC Time Capsule-program spotlight
- Turkey Trot Shirt Design – program spotlight
- HIP Porch Project – program spotlight and story
- Youth Basketball Registration – program spotlight
- Special Olympics Softball Tournament – program spotlight
- Flag Football– program spotlight



**TEENS/CO-REC / YOUTH COUNCIL / SENIOR CITIZENS / COMMISSION ON AGING
EARLY CHILDHOOD EDUCATION / ADAPTIVE PROGRAMS / SPECIAL EVENTS –**

Jesus Castro, Interim Senior Recreation Supervisor; Patti Goldenson Recreation Supervisor Senior Programs; Charlene Walker, Program Coordinator; Linda Wilson-Gray, Senior Program Specialist; Senior Programs, Nena Davis; Senior Program Specialist, Teen Programs; Vacant, Recreation Supervisor

Special Events:

- The Halloween Movie in the Park and costume parade was a very spirited and community oriented evening. DJ Ozzie kept the festivities fun with his enthusiasm and wide range of kid friendly music. A huge thank you to the Torrance Cheer program, Early Child Education, Library Services, the Farmers Market, Raising Canes and the dedicated Torrance staff that made the event a success!



Early Childhood Education (ECE):

- Early Childhood Education classes are running very smoothly, the participants are all comfortable with the classroom setting; they are making friends and learning.
- Both classes are continuing to work on writing and cutting skills.
- We have many volunteers cleared to help and more going through the process. This month we had 5 volunteers sign up to help.

- Early Childhood Education program is participating in the Halloween Event at Wilson Park. We will be setting up a booth with flyers for our program and we will have games and candy to hand out as well.



Adaptive Recreation:

- Social activities for the month of October included pizza night at Shakey's in Torrance on Monday, October and a Halloween themed movie. Both social activities have averaged over 25 participants in attendance, which includes four new members. On October 29, PALS met up Gable House Bowl. This activity had 31 bowlers. This is truly one of the most loved activities for participants because it can be adapted to all abilities. Three members who use wheelchairs and the bowling alley has a mechanical lift that lowers them down to the lanes and a ramp for them to use while they bowl.



- Fall Special Olympics softball, soccer, and golf are going strong. The Torrance United Soccer team participated in a tournament on Saturday, October 22. The team won both games and awarded- First Place! The next tournament will be held on Saturday, November 5 at South Gate Park. A huge congratulation goes to the athletes and the awesome volunteer coaches.



THE ATTIC Teen Center:

A total of 1,043 students were in attendance for the month of October, this included guests and members.

- Staff held different activities throughout the month to give participants further recreational opportunities. Activities included Neah - “What’s in the Box”. Joel - “Halloween Trivia” and Darius Basketball Tournament.
- On October 28, a Scary Movie Night was held from 6:00 - 8:00pm where 25 students enjoyed an evening with treats, popcorn and friends.
- On October 31, a Halloween Costume party and activities was held for students. Movie days featured, “Scream”, “The Grudge”, “Jeepers Creepers”, and “Friend Request”.



ATTIC Advisory Committee:

The monthly meeting was held on Monday, October 3, 2022 in THE ATTIC multi-purpose room at 6:00 pm. There were 9 committee members present. The Agenda included:

- Discussed and approved the movie for the Halloween Movie night scheduled for October 28.
- Discussed and voted on the November “Friends-Giving Mixer”
- Discussed and prepared for the Holiday Mixer Event.

Youth Council (TYC): The TYC board met on Wednesday, October 5, 2022 and October 19, 2022. Discussion and approval to excavate the TYC Time Capsule have been approved and scheduled for Thursday, November 10, 2022, at 10:00 a.m. at the site location, Delthorne Park. In addition, the board discussed the 2022/2023 Committees, and each member signed up for the committee they will be guiding for the year. Finally, the TYC began discussing their contribution to the 42nd Annual Harry Sutter Memorial Turkey Trot Fun Run scheduled for November 24.

Commission on Aging (COA):

- The COA meeting was held Tuesday, October 4, 2022 at 9:30 a.m. at the West Annex Commission Room.
- The discussion for upcoming speakers has resulted in speakers for October and November.
 - October will be Map Charities
 - November will be Jerry Gaines from the Los Angeles County Commission for Older Adults to discuss the mission and purpose of the County Commission as well as the City and State Commissions.

Focal Point on Aging:

- Focal Point had an in-person meeting on October 21, 2022 at 9:30 a.m.
- The speaker was Fabiola Alvarez, from the “Independence at Home” program. This program provides complete management of needs for MediCal clients who are frail and elderly. Another program they offer for seniors not on MediCal, offers behavioral health and managing of medications. If a client has other needs the Resource Department will offer referrals even for housing.
- Staff remarked that this was the best speaker Focal Point has ever had.

- Focal Point had 95 web inquiries.
- 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.
- Some of the volunteers continue to pick up messages from home and make referrals from home during the remaining hours of 12:00pm-3:00pm.
- Focal Point staff continue to make birthday calls to seniors in the community.
- Focal Point has 8 volunteers who worked 42 hours this last month.

Senior Citizens Programs (Bartlett Center, Tillim, Walteria)

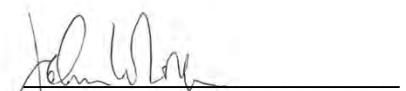
- Bartlett's crafting group now meets in the Hobby Shop every Friday for two hours. There are 6 - 11 crafty ladies each week. All kinds of crafts and all levels of crafting are welcome.
- Creative Crafters formally known as "Sew Its Tuesday," the quilt, crochet, or any "cloth art" medium, group. They meet from noon to 2:30 p.m. on Tuesdays at the Tillim Senior Center. There are currently 16 members.
- The beading workshop meets from 8:00 a.m. to 12:30 p.m. at the Bartlett Center. The beading class has 12 to 13 members. All levels of participants are welcome.
- The painting workshop now meets at Tillim Senior Center on Fridays from 1pm to 3pm. All levels are welcome.
- Bartlett's Computer Training Program continues to be very well attended. Training is offered every Thursday of the month, with two appointments available each session. Trainings are in great demand; already there are reservations for October classes. We will be adding 2 new volunteers the first of the year, which will make 6 appointments a week. Participants may bring their cell phone, tablet, laptop, or any other device they wish to become more familiar with and learn to use it to send and receive email, navigate the internet, or any other topic that is of interest.
- Card playing (Bridge) continues to be well attended. Participants of all levels are welcome at the card tables and everyone is encouraged to come and try it out and to learn the game.
- Walteria Park Senior center offers Ping Pong, Card making, and card playing on Mondays and Thursdays out at Walteria Park 11:00 a.m. until 3:00 p.m.
- TUSD Friday Cardio Salsa classes for seniors at the Ken Miller Recreation Center has returned and is the well-attended.
- The OLEF Fitness Difference and Chair Yoga classes are very popular, all levels welcome.
- The Bartlett Senior Center will begin a Line-Dancing class beginning November 3, 2022 at 8:30 a.m. All levels welcome.
- The lunch program continues to draw new seniors each day. For this past month, the program have had mostly "all sold out days!" Bartlett Center is very lucky to have Chef Augustin who prepares some of the best lunches in the South Bay.

Respectfully Submitted,



Garrett Craig
Recreation Services Manager

CONCUR:



John La Rock
Community Services Director

**PARK SERVICES
REPORT**

**AVAILABLE
AT THE MEETING**