

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, JUNE 14, 2023  
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 Candioty, 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, June 8, 2023 /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 ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS**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 May 10, 2023.

**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.

**7B. COMMUNITY SERVICES DIRECTOR – APPROVE PROCLAMATION FOR PARKS AND RECREATION MONTH**

Recommendation that Commission approve the Proclamation declaring the month of July as Parks and Recreation month in The City of Torrance.

**7C. COMMUNITY SERVICES DIRECTOR - APPROVAL OF THE 2022-2023 PARKS AND RECREATION COMMISSION ANNUAL REPORT**

Recommendation of the Community Services Director that the Commission approve the Parks and Recreation Annual Report.

**7D. COMMUNITY SERVICES DIRECTOR – APPROVAL OF THE 2020-2021 LIVING TREE DEDICATION PROGRAM ANNUAL REPORT**

Recommendation of the Community Services Director that the Commission approve the 2021-2022 Living Tree Dedication Program Annual Report.

**7E. COMMUNITY SERVICES DIRECTOR – OFF-LEASH DOG PARK SUBCOMMITTEE**

Recommendation of the Community Services Director that the Parks and Recreation Commission select up to three members to form a sub-committee to work with City staff for the study of off-leash dog parks in City parks.

**7F. COMMUNITY SERVICES DIRECTOR – REVIEW DEPARTMENT MONTHLY REPORTS.**

Recommendation of the Community Services Director that the 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, August 9, 2023 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, May 10, 2023, at the West Annex Commission meeting room, Torrance City Hall.

**ROLL CALL/MOTION FOR EXCUSED ABSENCE**

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

Absent: Commissioners Habel and Muhammed

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

**MOTION:** Commissioner Candioly moved to approve the excused absences of Commissioners Habel and Muhammed. Commissioner Mele seconded the motion; a roll call vote reflected a vote of 5-0. (Absent Commissioners Habel and Muhammed)

**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 and the City's website on Thursday, May 4, 2023.

**4. ANNOUNCEMENT OF WITHDRAWN, DEFFERED AND/OR SUPPLEMENTAL ITEMS**

Community Services Director La Rock stated that there was one supplemental item, a flyer regarding Item 7C, Community Services Director - Status of Programming and Projects.

**MOTION:** Commissioner Candioly moved to accept the supplemental item for Item 7C, Commissioner Mele seconded the motion; a roll call vote reflected a vote of 5-0. (Absent Commissioners Habel and Muhammed)

**5. ORAL COMMUNICATIONS**

None.

**6. CONSENT CALENDAR**

**6A. APPROVAL OF MINUTES: April 12, 2023**

**MOTION:** Commissioner Mele moved to approve Item 6A, as submitted. Commissioner Candioly seconded the motion; a roll call vote reflected a vote of 5-0. (Absent Commissioners Habel and Muhammed)

**7. ADMINISTRATIVE MATTERS**

**7A. COMMUNITY SERVICES DIRECTOR – SOUTH BAY TENNIS PROPOSAL FOR ADDED PICKLEBALL COURTS AND EXTENDED LEASE**

Director La Rock discussed the proposal and introduced Courtney Hance from South Bay Tennis, who spoke about the proposal from South Bay Tennis to add pickleball courts to the Las Canchas Tennis Center and the request from South Bay Tennis for a long-term extension to their operating lease.

Courtney Hance discussed the current popularity of pickleball and presented the proposal to add four to six dedicated pickleball courts to their Tennis Center. She noted that South Bay Tennis Center would consider sharing in the expenses of the capital improvement with the City with a ten-year extension to their contract as concessionaires or funding the full project with a 20-year contract extension. She reported that the South Bay Tennis Center was already in the process of converting a tennis court into four permanent pickleball courts.

In response to a question from Commissioner Candioly, Director La Rock stated that if the City chose to share the expenses of the capital improvement, it might be possible to recoup the money by running City programs at the site.

Responding to a question from Commissioner Craft, Director La Rock noted that part of the City's assessment of the project would include a study of egress and ingress of vehicles and parking capacity.

**MOTION:** Commissioner Montoya moved to recommend to the City Council for their consideration, the South Bay Tennis Proposal for added Pickleball courts and extended lease; Commissioner Craft seconded the motion; a roll call vote reflected 5-0 approval. (Absent Commissioners Habel and Muhammed)

**7B. COMMUNITY SERVICES DIRECTOR – ACCEPT DONATION FROM THE DOG OBEDIENCE CLUB**

Park Services Manager Drake reported that the Dog Obedience Club of Torrance had a long history of support for the City, through both their dog-training program and generous donations to the City.

Director La Rock noted that the Dog Obedience Club of Torrance would be included in the ongoing discussions for the development and maintenance of the off-leash dog parks and could be further recognized for their contributions to the City.

**MOTION:** Commissioner Craft moved to accept the donation from the Dog Obedience Club in the amount of \$3000. Commissioner Mele seconded the motion; a roll call vote reflected 5-0 approval. (Absent Commissioners Habel and Muhammed)

## 7C. COMMUNITY SERVICES DIRECTOR – STATUS OF PROGRAMMING AND PROJECTS

Director la Rock reported the following:

- City Council on April 25, had provided conceptual approval of a WWII internment camp memorial at Columbia Park
- City Council had approved the purchase of up to 500 additional tickets for public sale in support of Torrance Dodger Day on June 25.
- The City would hold Armed Forces Day on May 19-21 and noted that the Event flyer was included in the agenda packet.
- The City would hold a City Yard Open House on June 10 and noted that the Event flyer was included in the agenda packet.
- The Wilson Park splash pad would open on May 26.
- Park Service Day would be held on Saturday, July 22 at El Nido Park from 10:00 a.m. to 2:00 p.m. and noted that the event flyer was included in supplemental Item #1.

**MOTION:** Commissioner Craft moved to receive and file the report from the Community Services Director on the status of Programming and Projects. Commissioner Candioly seconded the motion; a roll call vote reflected 5-0 approval. (Absent Commissioners Habel and Muhammed)

## 7D. COMMUNITY SERVICES DIRECTOR- Review Department Monthly Reports

### Administrative Services

Administrative Analyst Lee presented the Administrative Services Division Report for April 2023, included in agenda packets and invited Park Ranger Supervisor Arevalo to speak on the Park Ranger Program. Park Ranger Supervisor Arevalo reported that there had been a high number of Torrance Police Department call outs in April and noted that Panther Security continued overnight security at Columbia, Wilson, Victor and Los Arboles Rocket Ship Parks. He noted that there would be a hiring fair on Saturday, May 13.

Administrative Analyst Lee highlighted completed and ongoing Home Improvement projects and noted that there had been 20 services provided. He discussed the Farmer's Market attendance numbers and revenue totals for Tuesdays and Saturdays and added that attendance was higher since there had been no rain on market days. He noted that the Community Gardens Program at Lago Seco Park continued with limited staff. He stated that there were 37 coyote encounters reported by the public, with 2 coyotes captured by the vendor. He added that there were 625 pet licenses sold for a total of \$19,346.

### Park Services

Park Services Manager Drake presented the report for the month of April 2023 and noted that storm cleanup and tree trimming continued in the Parks, as well as preparation for the summer season, with playground equipment safety checks and adjustments of security light timers and irrigation due to time changes. She reported that the mowing crews had caught up with the backlog and were now back on schedule. She discussed volunteer hours from the Live Steamers and Madrona Marsh. She added that work continued on the basketball court at Guenser Park, the replacement or repair of park signs and tree assessments. She noted that multiple tree and bench dedications had taken place now that the public ceremonies were able to be held.

She reported on Earth Day celebrations, the Nature Festival and a visit from the South Coast Botanical Gardens at the Madrona Marsh and Nature Center, as well as Whale of a Day celebration at Point Vicente Interpretative Center.

#### Recreation Services

Recreation Services Manager Craig presented the Recreation Services Monthly Report for April 2023, included in the material of record. He noted that there were 175 picnics and registrations continued for Dodger Day. He reported that recruitment continued for lifeguards at the Plunge and discussed the success of the first annual H2O Eggstravaganza on April 1. He stated that Youth Volleyball had started in April 15 and Adult softball had ended their winter season after many rainout delays. He added that the spring season for softball and basketball would start on May 14. He announced that Sea Aire golf course had had 3200 rounds played in April and noted that the expanded putting green should be ready next month. He announced that the annual Memorial Day Junior Golf Challenge would be held on May 29.

He reported that the After School Program had 228 participants at eight Torrance Unified School sites. He noted that the Recreation Services would also be recruiting at the Job Fair on May 13. He confirmed that Summer Camp registration would begin May 17 and added that the registrations would sell out quickly. He reported the Early Childhood Education program was working on their Mother's Day project and added that Adaptive Recreation partnership had held their final tournament at Gable House Bowl, as the facility was closing. He announced that the Adaptive Sports Celebration Dinner would take place on June 1, 2023 at 6:00 p.m. He noted that the ATTIC Teen center had held their Pancake breakfast on April 1 with over 300 guests in attendance. He added that the Youth Council had hosted Senior Tech Day at the Barlett Center on April 22, 2023 and had added another Senior Tech Day on May 20. He reported that the Annual "Beat the Odds" presentation would be held at the ATTIC on May 11. He noted that the Commission on Aging had honored their five Older Americans Award recipients on May 9 at the Council meeting. He confirmed that AARP would continue to offer income tax help on May 15 and noted that there had been eight volunteers that had worked 32 hours in senior services. He announced that the Summer Seasons had been published and was available online.

**MOTION:** Commissioner Candioly moved to receive and file the department monthly reports. Commissioner Craft seconded the motion; a roll call vote reflected 5-0 approval. (Absent Commissioners Habel and Muhammed)

#### **8. COMMISSION ORAL COMMUNICATIONS**

Commissioner Montoya stated that his term on the Commission would end on June 30 and thanked the Commission for their support.

Commissioner Candioly stated that he would contact the Garciaparra Baseball Group and ask them to support the Park Service Day.

Chairperson Mataalii stated that his term would end in June and he had not reapplied. He thanked the Commission and the staff for their support.

9. **ADJOURNMENT**

9A. **Adjournment of Parks and Recreation Commission meeting to Wednesday, June 14, 2023**

**MOTION:** At 8:02 p.m., Commissioner Candioly moved to adjourn the meeting to Wednesday, June 14, 2023 at 6:30 p.m., at the West Annex Commission meeting room, Torrance City Hall. The motion was seconded by Commissioner Mele and a roll call vote reflected 5-0 approval. (Absent Commissioners Habel and Muhammed)

###

Subject to Approval


For Commission Meeting  
June 14, 2023

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

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:

- Commission Appointments
  - The City Council will make Commissioner appointments at the City Council meeting on June 6. The application period has closed. The Parks and Recreation Commission has two seats to fill.
- A Park Service Day will be held at El Nido Park on July 22 from 10am-2pm Park (flyer attached).
- The Community Services Department team expresses its appreciation for the service and dedication of Commissioner Ron Mataalii and Commissioner Keith Montoya.

Respectfully submitted,



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John La Rock  
Community Services Director



For Commission Meeting  
June 14, 2023

**TO: PARKS AND RECREATION COMMISSION**

**FROM: JOHN LA ROCK, COMMUNITY SERVICES DIRECTOR**

**SUBJECT: APPROVAL OF THE PROCLAMATION DECLARING THE MONTH OF JULY  
AS PARKS AND RECREATION MONTH IN THE CITY OF TORRANCE**


**RECOMMENDATION**

Recommendation of the Community Services Director that the Parks and Recreation Commission approve the draft Proclamation declaring the month of July as Parks and Recreation Month in the City of Torrance.

**BACKGROUND/ANALYSIS**

Attached is a draft of the 2023 Proclamation to celebrate July as Parks and Recreation Month. Staff is seeking the Commission's concurrence in requesting the City Council adopt this Proclamation at its meeting of July 11, 2023.

Respectfully submitted,

  
\_\_\_\_\_  
John La Rock  
Community Services Director

Attachment: A) Draft Proclamation - July as Parks and Recreation Month

# **PROCLAMATION**

**WHEREAS,** July is National Parks and Recreation Month. Parks and recreation programs are an integral part of communities throughout this country, including Torrance, and are fundamental to the environment and well-being of our citizens; and

**WHEREAS,** parks and recreation promotes health and wellness, improving the physical and mental health of people who live near parks; and

**WHEREAS,** parks and recreation promotes time spent in nature, which positively impacts mental health by increasing cognitive performance and well-being, and alleviating illnesses such as depression, attention deficit disorders, and Alzheimers; and

**WHEREAS,** parks and recreation encourages physical activities by providing space for popular sports, hiking trails, swimming pools and many other activities designed to promote active lifestyles; and

**WHEREAS,** park and recreation programming and education activities, such as out-of-school time programming, youth sports and environmental education, are critical to childhood development; and

**WHEREAS,** our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and recreate outdoors; and

**WHEREAS,** the National Parks and Recreation Society's 2023 theme is "Where Community Grows" celebrating the vital role park and recreation professionals play in bringing people together, providing essential services and fostering the growth of our communities.

**NOW, THEREFORE, I, GEORGE K. CHEN, as Mayor of the City of Torrance,** California, do hereby proclaim the month of July 2023 as

## ***PARKS AND RECREATION MONTH***

in the City of Torrance and urge all residents to recognize the environmental and community wellness benefits derived from enjoying the open space and participating in recreational programs available in the City of Torrance.

Signed this 11<sup>th</sup> day of July 2023.

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Mayor George K. Chen

ATTEST:

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Rebecca Poirier, City Clerk

For Commission Meeting  
June 14, 2023

**TO:            PARKS AND RECREATION COMMISSION**

**FROM:        JOHN LA ROCK, COMMUNITY SERVICES DIRECTOR**

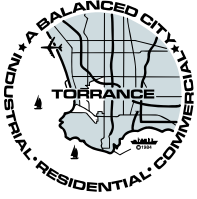
**SUBJECT:    APPROVE THE 2022-2023 PARKS AND RECREATION COMMISSION  
                 ANNUAL REPORT**

Attached is the 2022-2023 annual report attached for your consideration. With the Commission's approval staff will be forwarding the recommendation to City Council for acceptance and filing.

Respectfully submitted,

  
\_\_\_\_\_  
John La Rock  
Community Services Director

Attachments: A) 2022-23 Parks and Recreation Annual Report



**City of Torrance  
PARKS AND RECREATION COMMISSION**

**ANNUAL REPORT  
for July 2022 to June 2023**

**Chairperson:** Ron Mataalii  
**Vice-Chairperson:** Zohra Muhammed

**Commissioners:**

Ed Candioty	Chet Craft	Robert Habel	Ron Mataalii
Linda Mele	Keith Montoya	Zohra Muhammed	

The Parks and Recreation Commission completed the year with discussions on different programs and projects. Here is a summary of their meetings and activities:

**Public Meetings and Workshops:**

- Public meeting for input regarding the Riviera Little League's proposal to add batting cages at Lago Seco Park

**Public Events**

The Commission attended various Community Services events such as the Annual Turkey Trot 5K Fun Run on Thanksgiving Day, the Halloween Movie night at Wilson Park, Coastal Clean Up Day at Torrance Beach, the reopening ceremony of El Retiro Library and the Armed Forces Day Parade.

**Research and Review:**

- Commissioners are registered as members of the California Association of Parks and Recreation Commissioners and receive California Parks and Recreation Society (CPRS) quarterly publications and discounted rates for the conferences and workshops, general information regarding legislation, and other information to remain current with parks and recreation industry matters.
- The Commission reviewed and approved the proposed use of outdoor basketball courts for other recreational activities in order to create more space and opportunities for the community in addition to additional revenue, through reservations for public use, private rentals, and city contract classes.
- The Commission provided input on a referral from the City Council regarding new special events in the City as a means to increase City revenue.
- The Commission provided input between the City and the radio controlled miniature car club to construct and operate a track in El Nido Park.

- Receive and provide input on options to provide public amenities in City parks that allow for dog handlers to have their dogs off leash. These amenities are referred to as “Dog Runs” which could be considered for certain City parks in order to maintain the safety of all park users.
- The Commission heard a proposal by Riviera Little League for batting cages at Lago Seco Park.
- The Commission served on the Selections Committee for Beat the Odds Scholarship.
- Receive and provide input on a proposal from Garciaparra Baseball Group to enhance existing little league baseball fields at El Nido Park.
- Receive and provide input on a proposal from South Bay Tennis to add pickleball courts to the Las Canchas Tennis Center and a long-term extension to their operating lease.
- In addition, the Commission asked the City Council to proclaim July as “Parks and Recreation Month” in the City of Torrance.

Presentations in 2022-2023 made to the Commission included:

- Garciaparra Baseball Group (GBG) to install improvements to El Nido Park.
- Riviera Little League Batting Cages Proposal for Lago Seco Park
- Torrance Transit Department presentation for C-Line Extension to Torrance

Reports for 2022 - 2023 reviewed and accepted by the Commission included:

- Parks and Recreation Commission Annual Report
- Park Rangers Annual Report
- Living Tree Dedication Annual Report

### **Park Service Day**

In an effort to modernize the impact and connection of the Commission to the parks system, a day of service at Guenser Park took place on July 23rd 2022, from 10am - 2pm. The service day permits members of the Commission and their guests to collaborate with City staff and the community on park beautification and cleaning.

Respectfully submitted,

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Ron Mataalii, Chairperson  
Parks and Recreation Commission

CONCUR:

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John La Rock, Director  
Community Services Department

For Commission Meeting  
June 14, 2023

**TO: PARKS AND RECREATION COMMISSION**  
**FROM: TRACY DRAKE, PARK SERVICES MANAGER**  
**SUBJECT: APPROVAL OF THE 2021-2022 LIVING TREE DEDICATION PROGRAM ANNUAL REPORT**

On November 17, 1992, on the recommendation of the Parks and Recreation Commission the City Council approved the implementation of a "Living Tree Dedication Program". The purpose of the program was to offer community members an opportunity to donate living trees to commemorate the life of a loved one or other significant events such as births and anniversaries. The implementation of the Program established guidelines for donating trees and an informational brochure was made available to the public at the various counters of City buildings.

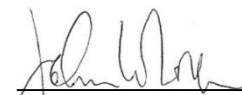
Since the inception of the program in 1992, 416 Living Dedication trees have been planted throughout the various parks. In 2021-2022, an additional three (3) trees were planted at different City parks. Park Services staff members continue to personally assist donors with the selection of park locations, tree species, coordinate the planting, and provide each donor with a Certificate of Recognition. Park Services replaces any vandalized, diseased or missing dedication trees as needed. In 2021-2022 three (3) trees were replaced.

It is staff's recommendation that the Commission approve the 2021-2022 Living Tree Dedication Program Annual Report (Attachment A). With the Commission's approval staff will be forwarding the recommendation to City Council for acceptance and filing.

Respectfully Submitted,

  
\_\_\_\_\_  
Tracy Drake  
Park Services Manager

CONCUR:

  
\_\_\_\_\_  
John La Rock  
Community Services Director

Attachment: A) 2021-22 Living Tree Dedication Program Annual Report

**ATTACHMENT A**

**Community Services Department  
LIVING TREE DEDICATIONS  
REPORTING PERIOD  
2021-2022**

<b>Donor</b>	<b>Honoree</b>	<b>Type of Tree</b>	<b>Park</b>	<b>Date</b>
COT CDD	Phil Bradshaw	Golden Senna	Zamperini Field	8.4.22
CPRS District 9	John Jones	Quercus engelmannii	Wilson Park	8.5.22
Pam & Barbara Fukumoto	Koji Fukumoto	Eastern Redbud	Wilson Park	4.15.22
Rebecca Clark	Greg Clark	Western Sycamore	Paradise Park	3.18.22
Sandy Gray & M. Hitchcock	Al Rascon	Cork Oak	DePortola Park	6.27.22
Tracy Drake, Dave Wallace & staff	Kurt Reed	Cork Oak	Wilson Park	6.17.22

For Commission Meeting  
June 14, 2023

**TO: PARKS AND RECREATION COMMISSION**

**FROM: JOHN LA ROCK, COMMUNITY SERVICES DIRECTOR**

**SUBJECT: SUB-COMMITTEE OF THE COMMISSION FOR OFF-LEASH DOG PARK STUDY**

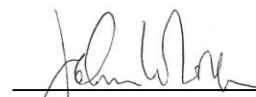
At their meeting of April 25, the City Council received a report on off-leash dog parks including potential locations, estimated costs and other details. The City Council concurred with staff's recommendation that the item be advanced by the Parks and Recreation Commission with staff for additional research and recommendations to the City Council.

Recommendation of the Community Services Director that the Parks and Recreation Commission select up to three members to form a sub-committee to work with City staff for the study of off-leash dog parks in City parks and their potential locations, features, costs and impacts.

The sub-committee tasks may include visits to various parks identified by staff as candidate locations, research of off-leash dog parks in other cities, and assessing the type of off-leash dog parks that would best serve the Torrance community.

As a reminder, Commission sub-committees must be comprised of less than a majority of the Commission. Activity by a sub-committee is not subject to the Brown Act, however, committee members and staff would maintain detailed records to support any reporting to the Commission and the City Council.

Respectfully submitted,



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John La Rock  
Community Services Director

Attachment: A) April 25 Dog Park report and supplemental to City Council



Council Meeting of  
April 25, 2023

Honorable Mayor and Members  
of the City Council  
City Hall  
Torrance, California

Members of the Council:

**SUBJECT: Community Services – Provide Direction Regarding Off-Leash Dog Park and Potential Park Locations for Off-Leash Facilities. Expenditure: None.**

### **RECOMMENDATION**

Recommendation of the Community Services Director that City Council provide direction regarding off-leash dog parks in the City and potential park locations for off-leash facilities.

### **FUNDING**

None required.

### **BACKGROUND AND ANALYSIS**

All of the City's thirty-three parks are considered "dog friendly," allowing any person to visit a park with up to three dogs tethered to a leash no longer than six feet in length. All Municipal Code regulations apply to those who bring dogs into the parks, including possession of a current pet license issued by the City, up-to-date rabies vaccination, maintaining dogs on a leash at all times, picking up and properly disposing of dog waste, and not handling a dog that is vicious, among other regulations.

In most cities, off-leash dog facilities are provided as an alternative to park policies that prohibit or limit dogs in parks. However, in Torrance, even though all parks are dog friendly, there have been numerous incidents of dog handlers releasing their dogs from a leash while in a park. The Animal Control office receives regular reporting from the community describing off-leash dogs threatening and attacking other dogs and people in the parks.

The City's Animal Control, Park Rangers, Code Enforcement and Police are able to contact dog owners to encourage compliance with park rules. Only the Police have the ability to detain and cite violators.

It is undetermined if creating park amenities that allow dog handlers to unleash and have their dogs run freely would help reduce the negative behavior of handlers allowing their dogs to run freely in any park, in violation of the Municipal Code. New off-leash dog areas, or runs, could be considered at select parks to provide balanced coverage for all Districts.

The basic elements of a dog run include 4'-6' high fenced enclosures featuring gated access for both patrons and maintenance vehicles, seating for patrons, trash receptacles and dog waste bag dispensers. The fenced enclosure is typically divided into two sections, one for small dogs usually no larger than 35 pounds and another for dogs exceeding 35 pounds. Additional amenities that can increase the cost of construction and ongoing maintenance include built-in

potable water for human and canine drinking, obstacle course elements, shade structures and double-gated transition entryways. It should be noted that Your Honorable Body approved an allocation of \$20,125 in one-time land management signing fee funding on November 15, 2022. The cost for a basic level dog park is projected at \$40,000 and could escalate based on ADA requirements and other factors.

When selecting potential locations for off-leash dog runs, the following conditions would be considered:

- Existing grading to prevent water pooling
- Proximity to existing public walkways
- ADA accessibility
- Surface materials (choice of surface material informs the rate of repair due to holes dug by dogs); ongoing maintenance includes adding and refreshing wood mulch or granular materials or allowing grass to rest and regenerate when bare areas become noticeable.

Operating rules for off-leash dog runs would be recommended for addition to the Municipal Code. These rules would be in addition to existing park rules and include:

- Dog owners are required to have voice control over their dog(s)
- Dog owners are required to always keep their dog(s) in sight
- Dog owners are required to be present at all times
- No pet grooming is allowed
- Minimum age for dog handlers
- Dogs in heat are not allowed
- Dogs showing any signs of aggression must leave the park

Dog runs are high maintenance facilities that require sufficient staffing and continuous upkeep. Surface materials, waste bag dispensers, and trash receptacles require the most attention and time. Recommended maintenance guidelines include:

- Regular rotation of turf areas to allow for rest and regeneration
- Automatic irrigation system in all parks
- Regular turf maintenance including regular aeration and fertilization, to maintain optimum turf health
- Regular maintenance of alternative surface materials
- Enlist and encourage the help of volunteer groups to assist with park operation and maintenance tasks
- Timely replenishment of trash receptacle liners and dog bag dispensers to ensure proper clean up and disposal of dog waste.

The following parks in each District could be considered for off-leash dogs runs:

Guenser Park, District 1	Entradero Park, District 2	Delthorne Park, District 3
Sur La Brea Park, District 4	Lago Seco Park, District 5	De Portola Park, District 6

Prior to any action on these locations, it is recommended that the Parks & Recreation Commission review and provide input and that Staff perform outreach to nearby HOA's and other community stakeholder groups for their input.

Respectfully submitted,

  
\_\_\_\_\_  
John La Rock  
Community Services Director

CONCUR:

  
\_\_\_\_\_  
Aram Chaparyan  
City Manager

Council Meeting of  
April 25, 2023

Honorable Mayor and Members  
of the City Council  
City Hall  
Torrance, California

**SUPPLEMENTAL #1**

Members of the Council:

**SUBJECT: Supplemental Item #1 FOR ITEM 9A**

Councilmember Griffiths provided the following questions for agenda item 9A:

**1. Do we have any records of how many citations have been given in Torrance Parks over the past 3-5 years?**

Community Services has not issued any animal related citations in the parks as our personnel do not have the authority to detain and obtain the necessary personal information for a citation to be written. Additional information regarding citations from the Police Department may be provided in a subsequent supplemental or verbally during this report.

**2. Would a dog park have hours of operation? Or same as park hours?**

The Staff recommendation for dog park hours would be 6:00am until sun down, with no nighttime lighting provided. There is no recommendation that facilities be locked and unlocked on a daily basis.

**3. Do you have an estimate of the ongoing extra staffing and maintenance cost there would be to operate 1 dog park?**

Ongoing staff and expense considerations for one dog park would include the following:

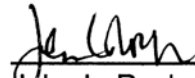
- Compostable dog waste bags (\$12,000/yr.) (Bags are not a requirement for the City to provide.)

Additional personnel expenses are informed by the type of grounds to be maintained:

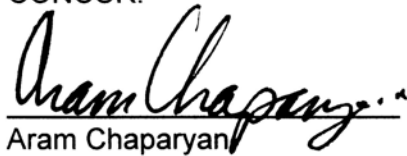
- Natural Grass:
  - Maintenance would be part of the current park grounds program and would require additional personnel.
  - Additional grounds maintenance is partially informed by the square footage of a dog park. A larger park means the dog waste is dispersed over a greater area, lessening the impact to grass systems.
  - Irrigation inside the dog park would require initial adjustment to reduce water spraying the fencing.
  - Reseeding dirt patches is common due to wear and tear.
- Wood/Fiber Material:

- An additional 0.5 Maintenance Worker would be recommended to clean, level and refurbish wood/fiber materials.
- Maintenance and supplies would be required for odor control (\$6,100/yr.)
- Artificial Turf:
  - An additional 0.5 Maintenance Worker would be recommended to rinse, flush and clean the top layer.
  - Maintenance and supplies would be required for flushing and odor control.
- Kennel Tiles:
  - An additional 0.5 Maintenance Worker would be recommended to rinse, flush and clean the top layer.
  - Maintenance and supplies would be required for flushing and odor control.
- Sand and Gravel:
  - These are not recommended due to temperature conditions, hazard to dogs and incompatibility with the clean-up of dog waste.

Respectfully submitted,

  
\_\_\_\_\_  
John LaRock  
Community Services Director

CONCUR:

  
\_\_\_\_\_  
Aram Chaparyan  
City Manager

**TO: PARKS AND RECREATION COMMISSION**  
**FROM: JOHN LA ROCK, COMMUNITY SERVICES DIRECTOR**  
**SUBJECT: ADMINISTRATIVE SERVICES DIVISION REPORT – May 2023**

**PARK RANGER PROGRAM** – Victor Arevalo, Program Supervisor

During the month of May the Ranger unit maintained a seven day a week deployment schedule.

- Weekday afternoon patrols include providing a uniformed support presence at all city libraries.
- Weeknight patrols focus on supervision of field permits and securing facilities.
- Weekend patrols include general supervision of the parks, educating patrons on rules, and facilitating building and picnic reservations.
- Currently, there are 10 active Rangers in the unit.

**Parks**

- Two trainees on schedule effective mid-May.
- Numerous contacts with adult softball and roller hockey players at Wilson Park for open alcohol and tailgating.
- Overall increase in activity when weather is good.
- Dog off leash contacts and complaints remain high at Miramar Park, El Retiro Park, and Alta Loma Park.

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

<b>Municipal Code Violations</b>	<b>May</b>	<b>YTD</b>
Alcohol	11	125
Amplified Sound	6	22
Dog Off Leash Contacts	72	425
Marijuana/Smoking	9	65
Parking Violations	18	74
Trespassing on Closed Fields	0	35
Unpermitted Commercial Class/Instructional Contacts	5	26
Unpermitted Food/Street Vendor Contacts	2	21

<b>Park Patron Specific Contacts</b>	<b>May</b>	<b>YTD</b>
Assisting Park Patrons	52	186
Building, Picnic, or Field Permit Conflicts	6	40
Defiant/Disruptive Subjects	10	58
Missing Subjects	0	1
Patrons Causing Building, Park or Field Damage	0	18

Skating/Biking Violations	0	7
Suspicious Subjects	0	22

<b>Building, Park, and Facility Issues</b>	<b>May</b>	<b>YTD</b>
Graffiti Hotline Report/Removal	44	262
Facility Maintenance Report	6	34
Hazard Report/Removal	3	84
Unpermitted Bouncer/Vendor Violations	0	0

<b>City Resource Support Requests</b>	<b>May</b>	<b>YTD</b>
EMT/Fire Department Call-Outs	0	2
Park Services Call-Outs	0	10
Police Department Call-Outs	2	19
Ranger Unit Call-Outs	8	74

<b>Unhoused Interactions</b>	<b>May</b>	<b>YTD</b>
Unhoused Subject Contacts and Observations	17	127
Unhoused Subject Outreach Requests	3	49
Unhoused Subject Welfare Checks	20	114

**HOME IMPROVEMENT PROGRAM** – Shawn Plunkett, Program Supervisor

During the month of May, the Home Improvement Program completed projects at 9 households, with ongoing projects at 5 additional households. Total mobile home clients 2, 2 mobile home households completed.

	<b>April</b>	<b>YTD</b>
Carpentry	5	35
Electrical	2	14
Miscellaneous	5	22
Paint	0	0
Plumbing	2	25
COVID-19	0	0
<b>Total number of services provided</b>	<b>14</b>	<b>96</b>

**FARMER'S MARKET PROGRAM** – Joyce Chan, Farmer's Market Manager

Spring this year has been colder than previous years, which led to seasonally popular fruits arriving later than usual. Despite the slower arrival of stone fruits and lower Tuesday sales in comparison to the previous fiscal year, prepackaged and hot food sales increased. The ECU Zone in the Market also hosted Women, Infant, Children, or WIC, who handed out Farmers' Market Coupons to over 500 families in need.

During the month of May, the Farmers' Market operated five Tuesdays and four Saturdays. Average attendance for Tuesdays was 8,295 and for Saturdays was 16,301. Revenue total for Tuesdays is \$32,592.29 and for Saturdays is \$65,666.27. Including promotional revenue to the City, total revenue from the Farmer's Market Program for the month of May is \$98,258.56.

Revenue	Tuesday	Saturday	Monthly Total	FY YTD
September 2022	\$21,188.91	\$50,555.11	\$71,744.02	\$263,584.80
October 2022	\$22,748.62	\$65,845.33	\$88,593.95	\$352,178.75
November 2022	\$26,660.03	\$51,810.22	\$78,470.25	\$430,649.00
December 2022	\$23,606.18	\$40,596.60	\$64,202.78	\$494,851.78
January 2023	\$20,224.03	\$49,767.24	\$69,991.27	\$564,843.05
February 2023	\$22,244.81	\$50,222.50	\$72,467.31	\$637,310.36
March 2023	\$17,480.72	\$57,901.40	\$75,382.12	\$712,692.48
April 2023	\$26,511.86	\$78,231.27	\$104,713.13	\$817,435.61
May 2023	\$32,592.29	\$65,666.27	\$98,258.56	\$916,694.17
Last Year Comparison: May 2022	\$33,296.74	\$64,175.36	\$97,472.10	

**COMMUNITY GARDENS PROGRAM** – Joyce Chan, Farmer’s Market Manager

One of the Community Gardens staff transitioned out of the position to continue her education, and recruitment is processing to fill that role now. Meanwhile, it is planting season as the gardens prepare for summer.

**ANIMAL CONTROL PROGRAMS** – Shane Lee, Administrative Analyst

Coyote abatement services continue its Monday through Sunday trapping frequency and the City’s pet licensing program has continued servicing Torrance residents.

Coyote Report

Coyote Abatement Services continue to run daily, Monday through Sunday. During the month of May, there were 34 reported encounters of coyotes by the public, with 2 coyotes captured by the vendor.

Type of Coyote Encounter	May	Current Trapping Period (October 2022 – Present)
Sighting Reported by Public	27	217
Dog Attack	0	5
Cat Attack	1	4
Dog Attack Resulting in Fatality	0	0
Cat Attack Resulting in Fatality	5	23
Wild Animal Fatality of Unknown Origins	0	9
Injured Coyote	1	5
<b>Total Encounters</b>	<b>34</b>	<b>264</b>

	May	Current Trapping Period (October 2022 – Present)
Coyotes Trapped	2	18
Carrion (non-trapped)	1	5
<b>Total</b>	<b>3</b>	<b>23</b>



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 May, a total of 632 licenses were sold. 558 of these were purchased through DocuPet's online portal and 74 were purchased offline by mail. Total revenue received by the City will be approximately \$19,093.52.

	May 2023	Year to Date (December 22 - Present)
Licenses Sold	632	3,284
Donations Received	\$43.00	\$153.00
Total Revenue less Fees	\$19,093.52	\$102,482.36

For a year-over-year comparison, in May 2022, there were a total of 815 license sales resulting in revenue of \$21,589.24.

Respectfully submitted,



John La Rock  
Community Services Director

**TO: PARKS AND RECREATION COMMISSION**  
**FROM: TRACY DRAKE, PARK SERVICES MANAGER**  
**SUBJECT: PARK SERVICES DIVISION REPORT – MAY, 2023**

### **ALL PARKS**

- Continued to perform storm clean up
- Reported graffiti
- Performed playground equipment safety checks
- Performed routinely maintenance and inspections
- Adjusted security light timers and check of irrigation clocks for time & made repairs where needed

### **SPECIALTY CREWS**

#### ***Custodial/Rental Buildings***

- Cleaned and serviced all rental facilities and restrooms

#### ***Events***

- Prepared, maintained and staffed the Armed Forces Day Parade and Static Display. Staff washed, delivered and removed police barricades and portable bleachers
- Staffed and maintained fields for USSSA Softball Tournament at Wilson Park
- Delivery, setup and pick up of portable stage at South High for Relay for life event

#### ***Turf Management***

##### **All Sports Fields:**

- Columbia, DePortola, El Nido, Guenser, La Romeria, McMaster, Walteria & Wilson are currently on track for Weekly routine maintenance
- Service to fields was increased due to availability of sports field personnel
- Assessed storms damage in many parks and changed sports field personnel
- The mowing crew has continued to assist with sports field trimming & weed abatement when available

#### ***Baseball Diamonds***

- Service included the fields at Guenser, Mc Master, Columbia, El Nido, La Romeria, Walteria, DePortola & Wilson parks
- All regular in field grooming and minor mound repairs have been completed almost daily. Field condition reports have been sent to recreation as needed based on changes in turf & diamond conditions
  - Continued watering of all sports fields with minor adjustments for current spring conditions
  - Mechanical (using a diamond dragger) weed abatement has continued weekly as part of our ball diamond routines due to reactive growth from winter storm conditions

## ***Mowing Crew***

- All mowing is currently on track with minor delays in service due to redirection of personnel for higher priority projects or emergency tasks
- Lead Maintenance workers have continued training our Maintenance Workers on the operation of large & small equipment such as Toro Big Red & Toro Zero Turn mowers in an effort to promote safe work practices and gain experience operating large equipment under direct supervision
- Groundwork training has continued for our permanent full time & permanent part time workers with regard to the safe use of edgers, blowers, string trimmers and hand tools

## **VOLUNTEERS AND GRANT PROCESS**

***Volunteers Total: 186 people worked 1,466.32 hours***

Live Steamers: 32 people worked 528 hours

On 5-7-23, 851 rides given, 14 members volunteered, on 5-20-23, 543 rides were given, 14 members volunteered.

On 5-31-23 they provided the Early Education students and parents train rides. 144 rides were given,

Ride Volunteer hours totaled 232, with 17 people working.

15 people performed maintenance - in they total worked 296 hours.

This month the steamers completed two major projects. One was having some of the largest trees at the facility timed.

The second project was replacing the flood damaged floor in the depot. This took 4 members 8 days to complete. They removed all the rutted flooring down the floor joists. They installed new plywood sub-flooring and finished with new wood laminate boards and trim. One member took a vacation week from his job to complete this project!

Wilson Horseshoe Pits: 1 person worked 22 hours

Madrona Marsh Preserve and Nature Center 98 volunteers 805.32 hrs.

Cherry Trees City-wide: This group took the month off

Guenser Park: 4 people worked 25 hours.

These volunteers worked 9 hours watering trees/bushes, 4 hours staking trees, 8 hours weeding and 4 hours adding mulch to planted areas

City Yard Nursery 1 person worked 5 hours

Seaside Heroes Park: 21 volunteers and put in 54.25 hours.

This group planted and weeded in the park

Wilson Park Dee Hardison Sports Center entrance area: 12 people worked 12 hours

These volunteers picked up trash and debris

Civic Center Veteran's Memorial and Rose Garden: 13 people worked 6 hours

The South Bay Chapter, 53 VVA in support of Torrance's Veterans Memorial Maintenance

This group cleaned around the memorial, assisted with the flag/s replacement for the Armed Forces Day Parade and assisted in the reading of the names of Torrance's fallen Heroes on Memorial Day.

Henrietta Basin: 1 volunteer worked 2.25 hours performing bird surveys.

He saw 39 species - most were residents or seasonal visitors. Three were migrants. The migrants were Warbling Vireo, Willow flycatcher, Western Wood Peewee, and Yellow Warbler.

Entradero Park 4 volunteers worked 6.5 hours performing bird surveys.

These volunteers documented 46 species. The most unusual species seen were: Yellow-Breasted Chat, Mountain Chickadee and Wilson's Warbler.

### ***Grant progress***

- Annenberg Foundation for the Tree House – the California shaped entrance sign has been routed and repair has begun on area weakened by time.
- Tar Plant Preserve at the Transit Center – staff connected with California Fish and Wildlife (CFW) and started the in investigative process of considering the Elm Street water yard as a location for a “safe harbor” agreement for the red-listed (considered endangered) Southern Tar Plant. CWF recommended this as an alternate mitigation site in case the area that is now the Tar Pant Preserve is needed for Transit Center operations.
- Discovery Park Urban Trees – Scaled plant drawings are in process, new park signs have been made as was a grant sign.

### **Contracts in Process**

- Brightview is expanding the practice putting green at Sea Aire
- Calderon is planting, mulching, weeding and installing a boarder in the planting area along the Madrona side City Yard

## **PARKS BY DISTRICT**

### ***District 1***

#### **Mc Master Park**

- Irrigation mainline repair completed
- Performed weed abatement in planters
- Reported facility work order for restroom door issue

### ***District 2***

#### **Entradero Park**

- Irrigation installation and repair of the valves was completion in the open grass field

#### **La Romeria Park**

- Rototilled sand in playground

#### **Victor Park**

- Trees raised and trimmed in picnic area

### ***District 3***

#### **City Yard**

- Yard landscape is still in progress with all crews on hand

- Completed new paint on the City yard Parks sign to match new paint to our City Yard buildings; installation pending

#### Civic Center

- Completed flower bed planting at West Annex
- Maintained and weeded courthouse planter beds
- Completed installation of new dedication plaques for Giordano and Ferrin benches.
- Maintained and prepared for Armed Forces Parade including service to the flag holders along Torrance Blvd as well as fence and trash service to the static display area at Del Amo Mall
- Maintained and prepared Veteran's Memorial Wall for the Reading of Names Ceremony
- Removed and relocated iron trash can at 555 maple soccer field to accommodate opening entry gate wider
- Completed installation of fountain sign
- Assisted the Library in the move a large vending machine

#### Columbia Park

- Weeded the east picnic area

#### Delthorne Park

- Completed installation of new slide assembly and concrete footing

#### El Nido Park

- Completed first phase of sinkhole repair discovered near parking lot entrance. Expected completion of full repair is 05/31/23

#### Greenwood Park

- Repaired the domestic water line

#### LA Galaxy Sports Complex

- Reported facility work order for restroom hand dryer issue

#### Pequeno Park

- Rototilled sand in playground

### ***District 4***

#### Downtown

- Performed maintenance for Antique Fair

#### Sur La Brea Park

- Performed irrigation mainline repair
- Removed dead pine tree by gazebo
- Completed Cochran bench dedication and plaque installation

#### Torrance Park

- Reported facility work order for woman's restroom plumbing issue

#### Wilson Park

- Completed installation of 50 feet of concrete expansion rubber at the Splash Pad

- Completed modifications to new base pads for recreation
- Removed 2 large tree stumps by Splash Pad
- Prepared Splash Pad for reopening
- Performed weed abatement and trimmed tennis court planters
- Completed installation of dedication plaque for Fukumoto family

### ***District 5***

#### Lago Seco Park

- Completed installation of Suzuki family plaque at dedication bench

#### Los Arboles

- Installed new swing chain and swings
- Completed installation of new parts for the see saw

#### Miramar Park

- Completed installation of four new concrete benches and plaques along front walkway

#### Seaside Heroes Park

- Trimmed a Pepper tree that was growing into neighbor's property

#### Seaside Sump/TABB

- Watering of the she-oak trees is on going

### ***District 6***

#### Alta Loma Park

- Trimmed shrub to make a better view of the city

#### DePortola Park

- Completed installation of dedication bench and plaque for the Cochran family

#### Hickory Park

- Performed irrigation repaired in south field
- Completed installation of Lawlor plaque for bench dedication

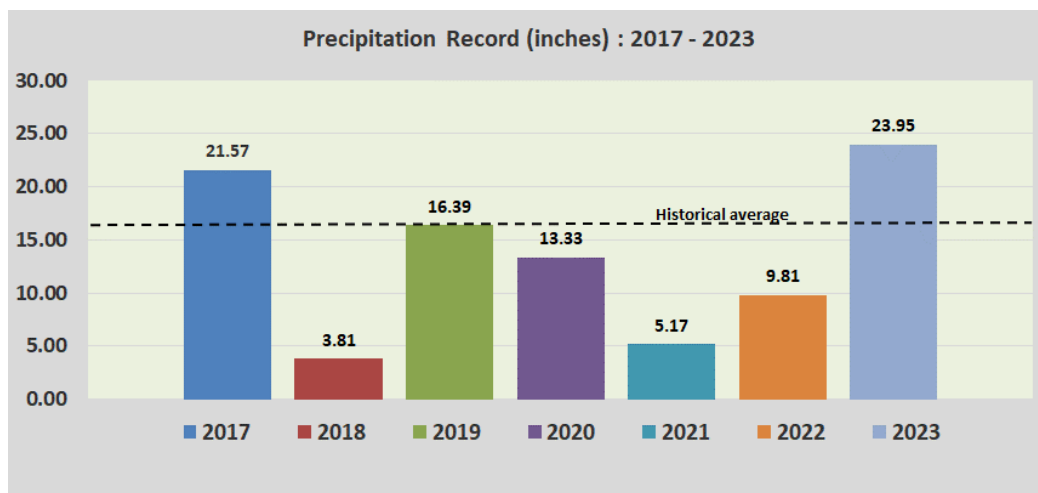
#### Walteria Park

- Completed demolition of old fire pit area after 811 (Dig Alert) response. Removed old materials and added new dirt along with leveling and grooming

### **MADRONA MARSH PRESERVE and NATURE CENTER (MMP)**

- May attendance figures (by hard count/projected count).
  - 2,250/2,560 - visitors to the Preserve.
  - 595/655 - visitors to the Nature Center.
- Hermosa Beach Garden Club celebrated their annual garden tour with a docent led visit to Madrona Marsh. HBGC supports a mission of civic beautification, gardening, and conservation throughout the South Bay

- Palos Verdes/South Bay Audubon Society presented “The Marvelous Hummingbird” with speaker Benny Isaac Jacobs-Schwartz. Benny is a renowned photographer, naturalist, educator, and bird expert
- Local school tours reached a monthly high point in May. Fifteen schools from across Torrance and the South Bay participated in docent led tours. Over 525 students, teachers, and adults attended the tours
- Restoration work on the Preserve focused on removal of invasive plants. Volunteers and staff are working on removal of Chrysanthemum and Curly dock. Both species have proliferated with the record rainfall
- May precipitation total = .39 inches. Season to date (thru May) = 23.95 inches
- Madrona Marsh rainfall history from 2017 to present shown below:

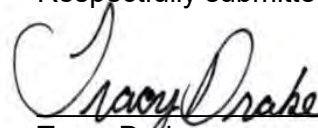


- Volunteerism during May (805.32 hrs., 98 volunteers)

Assignment	May 2023 Hours	Volunteer Count
Animal Care	13.68	3
Docent (tours/outreach)	117.32	11
Education Programs	32.28	4
Gift Shop Clerk (must be 21 or older)	31.43	4
Habitat Restoration	329.92	69
Maintenance Support	8.47	2
Native Plant Propagation	6.7	1
Preserve Entrance Greeter	77.93	7
Reception Desk Greeter	81.53	5
Restoration	11.83	3
Special Assignment	96.22	1
Total	805.32	98

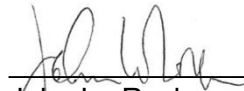
- Recent surveys by our resident waterfowl researcher Jun Saito showed a survival rate for Mallard ducklings over 60% and perhaps as high as 70%; a very high survival rate. Roughly, only 30% of ducklings survive the 1<sup>st</sup> year of life, according to Delta Waterfowl, a leading researcher in waterfowl conservation. Top predators are Crows and Ravens
- ¿WILD? Resident artist, Katie Shanks, held a weaving workshop at the Nature Center. Participants delved into the function, history, basics of weaving, including weave patterns and compositional strategies. Weavings produced by workshop participants are integrated into the community artwork to be displayed at Madrona Marsh beginning next month

Respectfully submitted,



Tracy Drake  
Park Services Manager

CONCUR:



John La Rock  
Community Services Director



**TO: PARKS AND RECREATION COMMISSION**  
**FROM: GARRETT CRAIG, RECREATION SERVICES MANAGER**  
**SUBJECT: RECREATION SERVICES MONTHLY REPORT FOR MAY 2023**

The following is information regarding Recreation Division programs and facilities for May 2023:

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

***Facility Booking:***

During the month of May:

- Field Bookings:
  - Staff issued 105 short-term, 2 hour permits for fields
  - Long-term field users were issued 505 permits
  - There was 3 softball tournament held at Wilson

<b>Multi-Purpose Court Reservations</b>	
Private	18
City Classes	0
Inquiries	4

- Picnic Reservations:
  - 12 bouncer permits were issued

Park	Picnics	Guests
Columbia Park	29	1347
El Nido Park	6	150
El Retiro Park	6	275
Hickory Park	7	250
Lago Seco Park	8	345
McMaster Park	3	73
Paradise Park	5	215
Torrance Park	6	440
Victor Park	5	165
Walteria Park	5	200
Wilson Park	40	2420
<b>Total</b>	<b>120</b>	<b>5880</b>

- Park Building Reservations:

Building	Private	Guests (Private)	Non-Profit
Alta Loma Park			20
El Nido Park			37
El Retiro Park	1	60	32
Greenwood Park			154
La Romeria Park			23
McMaster Park	2	100	33
Pueblo			
Sea Aire Park			22
Sur La Brea Park			30
Walteria Park			18
The Attic			
<b>Total</b>	<b>3</b>	<b>160</b>	<b>369</b>

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

- Facilities Revenue Report:

	May	2023 YTD
Attic	\$523.00	\$523.00
Facility Reservations	\$1,625.00	\$7,209.52
Field Lights/Support	\$5,909.02	\$39,436.02
Field Prep	\$247.50	\$540.00
Filming Permits	\$500.00	\$500.00
Hockey Rink	\$3,750.44	\$20,458.00
Picnic Reservations	\$12,055.00	\$32,530.00
Pool Rental	\$13,860.00	\$64,735.00
Special Events		\$500.00
Sports Center	\$1,452.00	\$10,528.00
Torrance Art Museum		
LA Galaxy Sports Complex	\$6,632.48	\$155,855.50
Weddings	\$250.00	\$2,000.00
<b>Monthly Total</b>	<b>\$46,804.44</b>	<b>\$334,815.04</b>

**Registration:**

Registration processed a total **3,790** enrollments for a total of **\$525,871.83** during the month of May.

	Resident	Non-Res	Total Enrollments	Total Fees
<b>Total</b>	<b>3,398</b>	<b>357</b>	<b>3,755</b>	<b>\$502,929.83</b>
Staff	240	49	289	\$39,724.59
Web	3,158	308	3,466	\$463,205.24

	<b>Resident</b>	<b>Non-Res</b>	<b>Total Enrollments</b>	<b>Total Fees</b>
<b>Total</b>	<b>8</b>	<b>27</b>	<b>35</b>	<b>\$22,942.00</b>
Basketball	4	0	4	\$2,947.64
Softball	4	27	31	\$19,994.36

- In May, enrollment started for Summer Camps, Summer classes and Summer Youth Basketball.

**YOUTH AND ADULT SPORTS / AQUATICS / SEA-AIRE** – Allison Saufua, Senior Recreation Supervisor; Kim Burgueno, Recreation Supervisor; Jacob Castillo, Recreation Supervisor

***Aquatics:***

- Recruitment continues for lifeguards at the Plunge. Skills tests and interviews were held this month and resulted in eight new hires.
- Swim Lesson registration began May 23 for Torrance Residents. Classes quickly filled, with some additional openings in the Adult Swim Lessons.
- The drop-in lap swim accounted for 1,312 pool visits. Recreational swim had 109 swimmers.
- Long-term pool rental LAPS (Los Angeles Peninsula Swimmers) Master's Swim Team accounted for 128 pool visits.
- Long-term pool rental group, Swim Torrance, had 2,574 swimmers this month.
- P.A.L.S. Swim Team on Sunday continues their weekly workouts.
- The Plunge hosted the first annual Community Water Safety Day on May 27, 2023. The community event was attended by 75 children and adults. Kids had a chance to learn water safety skills and hands only CPR. Participants also decorated swim caps and made a Summer Safety Book. Raising Canes provided refreshments and certificates for participants. Waterman Sports provided items for raffle.

***Youth Sports:***

- The 2023 Youth Volleyball league will conclude June 10.
- The Summer Youth Basketball League registration has filled with 680 participants enrolled and 167 participants on the waitlist. Grades Kindergarten through 3<sup>rd</sup> will be Co-Ed and Grades 4<sup>th</sup> through 8<sup>th</sup> will be separated between boys and girls. Games will be played on Tuesdays, Fridays, and Saturdays at the Dee Hardison Center at Charles H. Wilson Park.
- Youth Flag Football registrations begin June 13 for residents and June 20 for non-residents.

***Adult Sports:***

- Spring/Summer registration for Softball and Basketball has closed with 56 basketball teams and 84 softball teams.
- The Adult Basketball League is played on Sundays through Thursdays except for Tuesdays at the Dee Hardison Sports Center at Charles H. Wilson Park.
- Adult Roller Hockey has continued their leagues at the rink Monday - Saturday. On non-league days, rentals for practices, skate parties, etc. have been a frequent occurrence.
- Private gym and field rentals for basketball and baseball have also continued to be booked throughout the month.
- Field lights at Wilson Park are scheduled for replacement starting this June through July.

***Sea-Aire Golf Course:***

- May was another month of very heavy *Sea-Aire* golf course attendance.
- Total golf rounds played at *Sea-Aire* in May were 3,620.
- On May 24 the South High School boys' golf team held an inner squad golf match.
- Congratulations to L.J. Guerrero who won the Women's Club Month-long Spring Club championship tournament.

- On May 5 the Seniors Golf Club held a best two out of three holes tournament.
- On Memorial Day the annual Junior Golf Challenge was held and the junior golfers and parents had a terrific time. Congratulations to the winners in each of the age brackets.
  - The girl's winners were Sarah Lasiter, Mavis Li, Adelyn Kim, Sophie Lasiter, Emma Li, and Maya Graiff.
  - The boy's winners were Charlie Teano, Elijah Davis, Braydon Graiff, Hank Chambers, Sammy Petrelli, Grant Hedrick, Michael Denson, Canon Lyon, and Cole Tanningo.
- Park Services started preparations to tear out and replace the old aging putting green with a new much larger putting green.
- Starting June 1 the new last tee-off time at *Sea-Aire* will be 6:30 p.m. with the later daylight hours.
- The Park Rangers will start patrolling the *Sea-Aire* parking lot after hours on Friday and Saturday evenings.

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

***After School Club Program:***

We are wrapping up the school year with 230 participants. The children enjoyed crafts and activities with summertime themes. The program concludes on June 15, and we are looking forward to a new school year ahead! Most of our participants return year after year and follow us to the summer day camp program as well. Registration for the 2023-2024 school year will begin on Tuesday, June 6. We will offer the program at 15 school sites in Torrance and will continue to recruit and hire new staff to make this plan as successful as possible.

***Summer Day Camps:***

Camp registration for Torrance residents began on May 17 and May 30 for non-residents. Camps will run June 19 to August 11, 2023. We will be able to offer Greenwood, Sports and Teen Day Camps to our community. Campers will have a fun-filled summer with trips to Wild Rivers, Boomers and Soak City in addition to frequent walking field trips to the Plunge and Farmers Market. We have extra activities built in as well that will visit our camp sites.

***Virtual Recreation/Social Media:***

Torrance virtual recreation and social media continues to provide content for residents. This month's content included:

- Dodger Day – program spotlight and story
- Youth Volunteer Leadership Training Program – program spotlight
- ASC Community Services Project at Madrona Marsh – program spotlight
- Community Water Safety Day – program spotlight
- HIP Custom Handrails – program spotlight
- Mother's Day Craft from ASC – program spotlight
- 22<sup>nd</sup> Senior Arts & Crafts Fair – program spotlight
- Administrative Services Hiring – program spotlight and spotlight
- Summer Seasons Catalog – spotlight
- ASC Staff of the Month – spotlight
- Adult Softball Winter League Champions – spotlight
- Adult Basketball League Champions –spotlight
- Special Olympics Swim Meet – program spotlight
- Lifeguard Hiring Event – spotlight and story
- Program Leader Hiring Event – spotlight and story

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

*Jesus Castro, 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*

**Special Events:**

- None in the month of May.

**Early Childhood Education (ECE):**

- The Spring Session started on March 27. Both of the classes are full and have a waitlist.
- The participants are all doing well. They are all growing and learning so much.
- In Lollipop Tree, They continue working on cutting, counting, colors, shapes, and number recognition.
- They had a Mother's Day performance for their mommies, which included several songs that they sang and a tea party. The mommies were excited and enjoyed the performance and their time with their children.
- In Fun & Friends, they have also been learning the letters X, Y, and Z, as well as the sounds they make. They have made crafts that are associated with the letters learned. They had a performance for their moms and gave them gifts that they had made.
- Both classes are going to Wilson Park On May 31 for train rides.
- This month we had a total of 4 volunteers volunteering a total of 10 hours this month.



**Adaptive Recreation:**

- Social programs for May comprised of a walk to Bruster's Ice Cream from Wilson Park on Monday, May 1. Tuesday, May 9, twenty (20) PALS members met at the Del Amo AMC to watch *The Guardians of the Galaxy*. Finally, on Monday, May 22, a large group met at the Bartlett Senior Citizens Center for an evening of Bingo games. Bingo is always a fun and competitive game for the participants.

**Adaptive Sports:**

- The Torrance swim and basketball teams participated in tournaments in Santa Monica, the San Fernando Valley, and Downey. The basketball team medaled in both tournaments, and the swimmers took home multiple medals in various heats. A huge congratulations to all the athletes and coaches for a fantastic season!



### **THE ATTIC Teen Center:**

A total of 630 students were in attendance for the month of May, this included guests and members.

- On May 12, 2023, Leah had a special treat Friday which included Iced Mocha and Caramel Lattes for the students. Followed by Karaoke hosted by Joel and Ryan.
- May is Mental Health Month. ATTIC Advisory Committee members lead practical and engaging events that offer various tools to help cope with stress, anxiety, depression and more. Activities for the students in the Torrance community for May Mental Health Month included: Kindness Act Monday, Health and Fitness Tuesday, Kindness Acts reflection on Friday. Along with a variation of activities for Wednesday and Thursday activities included: Future Me, color therapy, DIY stress relievers, Gratitude Jar, origami, music therapy, vision board, and word art. May Mental Health month was a great success with a minimum of 10 or more in attendance for each activity.
- This month's additional recreation activities included: Neah - "Speed Connect Four," Joel and Darius - "Pool Tournament" Ryan - "Timed Chest Tournament" Darius - "Fitness Fit Tuesday & Fridays"
- Movie Fridays featured: "Venom," "The Lego," and "Dodgeball."

### **ATTIC Advisory Committee:**

The monthly meeting was held on Monday, May 1, 2023, in THE ATTIC multi-purpose room at 6:00 pm. There were 9 committee members were present. The agenda included:

- Discussed the upcoming May Mental Health Month as well as reviewing sources on the benefits of the activities. The month of May we focused on promoting the importance of mental health. Committee members lead practical and engaging events that offer various tools to help cope with stress, anxiety, depression and more. Activities for the teens in the Torrance community for May Mental Health Month included: Kindness Act Monday, Health and Fitness Tuesday, Kindness Acts reflection on Friday. Along with a variation of activities for Wednesday and Thursday activities included: Future Me, color therapy, DIY stress relievers, Gratitude Jar, origami, music therapy, vision board, and word art. May Mental Health month was a great success with a minimum of 10 or more in attendance for each activity.
- **S.P.I.N. (Serving People in Need):** (Not currently meeting/no Co-Rec events)
- **Co-Rec (Co-Recreation):** No programming through Fall 2023

### **Torrance Youth Council (TYC):**

- The TYC board met on Wednesday, May 3, 2023, for their regularly scheduled board meeting at the Commission Meeting Room located at City Hall West Annex.
- The last Senior Tech Day of the School year took place at the Bartlett Senior Citizens Center on Saturday, May 20, from 8:30 a.m. – 11:30 a.m. TYC commissioners and students from

Torrance Unified School District (TUSD) high schools assisted seniors on their computers and smartphones.

- The Senior Tech Day allows older adults to bring in their phones or laptop and ask any questions they might have about their devices. Technology can intimidate older adults, and teens display patience, professionalism, and compassion when working one-on-one with their students. After each event date, the older adults leave grateful with a smile, and the youth council members also appreciate the opportunity to help. This program will return in the fall once the new 2023/2024 TYC students have been selected and sworn in.
- The Torrance Youth Council celebrated its 27th Annual "Beat the Odds" scholarship awards presentation at THE ATTIC Teen Center on Thursday, May 11, 2023, at 7:00 p.m. This year's theme was "Creating a Better Tomorrow" and six Torrance Unified School District high school senior students were honored and received college scholarships.



### ***Commission on Aging (COA):***

- The COA board met on Tuesday, June 6, 2023. Patricia Logan, M.A., Gerontology, from Providence Little Company of Mary Medical Center of San Pedro presented on their "Helping Patients/Families Manage the Obstacles" program.
- The Torrance Older Americans Award presentation took place at the Tuesday, May 9, 2023, City Council Meeting honoring the selected winners.
- The COA board conducted their annual Chair and Vice Chair elections at the June 6, board meeting for the 2023/2024 fiscal year.
- COA board will be going dark the month of July due to the 4<sup>th</sup> of July holiday.

### ***Focal Point on Aging:***

- The Focal Point meeting was held on May 19, 2023. The speakers for the meeting were Shawn Plunkett and Andres Islas with Torrance Improvement. This program has a variety of home improvement services, i.e., light plumbing, ramps, minor repairs, etc., and is specifically for seniors and disabled persons.
- Staff also discussed the Tiny Village program for people experiencing homelessness and learned the full scope of support and referrals to provide housing once they leave the village.
- Focal Point had 79 phone calls.
- Focal Point is not accepting walk-ins. The office continues to operate from 9:00 a.m. to noon. However, in-person consultations are only available with an appointment.
- Some volunteers continue to pick up messages from home and make referrals from home during the remaining hours of 12:00 p.m.-3:00 p.m.
- Focal Point staff continues to make birthday calls to seniors in the community.
- Focal Point has eight volunteers who worked 46 hours this last month.
- Focal Point had 102 Web inquiries.

**Senior Citizens Programs (Bartlett Center, Tillim, Walteria)**

- The Center is still accepting renewal and new 5-0 and on the go! Membership dues are \$5 per person per year.
- Non-Torrance residents are welcome to join. Your membership includes the bi-monthly 5-0 and on the go! Newsletter announcing special events, exercise classes, Senior Center schedules, activities, lunch menus, and more.
- Bartlett Senior Center crafting group now meets in the Hobby Shop every Friday for two hours. There are 10 - 12 crafty ladies each week. All kinds of crafts and all levels of crafting are welcome.
- Creative Crafters, formally known as "Sew it's Tuesday," meet from 11:00 a.m. to 3:00 p.m. on Tuesdays at the Tillim Senior Center. This group focuses on making crochet Dolls for Miller's Children's Hospital, LA Children's Hospital, and hospice. There are currently 22 members.
- The beading workshop meets on Wednesdays at the Bartlett Center from 8:00 a.m. to 12:30 p.m. The beading class has 12 to 13 members. All levels of participants are welcome.
- The painting workshop meets at Tillim Senior Center on Wednesdays from 1:00 p.m. to 3:00 pm. All levels are welcome.



- Bartlett Computer Training Program continues to be well attended. Training will be moved into the computer lab set up in the Russ Nolte Annex and offered every Monday and Wednesday of the month. Training is in great demand; staff is taking reservations for June and July classes. Participants may bring their cell phone, tablet, laptop, or any other device they wish to become more familiar with and learn to send and receive an email, navigate the internet, or any different topic of interest.

- This month at all three Senior Centers, we celebrated Mother's Day with cookies and roses, and everyone had a wonderful time.

Respectfully Submitted,

Garrett Craig  
Recreation Services Manager

CONCUR:

John La Rock  
Community Services Director