

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, OCTOBER 11, 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, Hoover, Mele, Wright,  
Chair: Muhammed

**2. FLAG SALUTE:** Commissioner Hoover

**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, October 5, 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 ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS**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 September 13, 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 – 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, November 8, 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, September 13, 2023, at the West Annex Commission meeting room, Torrance City Hall.

**ROLL CALL/MOTION FOR EXCUSED ABSENCE**

Present: Commissioners Candioty, Craft, Habel, Hoover, Mele, Wright and Chair Muhammed

Absent: None.

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

**2. FLAG SALUTE**

The pledge of Allegiance was led by Commissioner Habel.

**3. REPORT ON THE POSTING OF THE AGENDA**

Community Services Director La Rock 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, September 7, 2023.

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 ANNOUNCEMENT OF WITHDRAWN, DEFERRED AND/OR SUPPLEMENTAL ITEMS**

Community Services Director La Rock stated that there were two supplemental items for Commission: Item 7E: Supplemental Material #1 and Park Services Division Report for August 2023.

**5. ORAL COMMUNICATIONS**

Torrance Youth Council Chairperson John-Milo Ernst introduced himself and other members of the Council.

Park Ranger Supervisor Arevalo introduced Park Rangers and trainees: Kaeley Becerra, Jessica Espinoza, Earl Horne, Samiullah Khan, Jareth Martin and Marcellus Tipton.

**6. CONSENT CALENDAR**

**6A. APPROVAL OF MINUTES: August 9, 2023**

**MOTION:** Commissioner Candioty moved to approve Item 6A, as submitted. Commissioner Wright seconded the motion; a roll call vote reflected a vote of 7- 0.

**7. ADMINISTRATIVE MATTERS**

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

Community Services Director La Rock announced that the Water Replenishment District groundwater test wells at La Romeria Park to collect information for future water needs would be completed with site remediation by September 22, 2023.

Community Services Director La Rock announced that the West Basin Municipal Water District recycled pipeline project had begun at Lago Seco Park and noted that there was now a fenced construction laydown area across from the Community Gardens.

Community Services Director La Rock announced that on September 12 the City Council had approved a new overnight security contract for park patrols for a one-year term for the hours of 10:00 p.m. to 6:00 a.m., with the initial parks to include Columbia, Entradero, Los Arboles, Torrance and Wilson.

**MOTION:** Commissioner Craft moved to receive and file the report. Commissioner Candioly seconded the motion; a roll call vote reflected 7- 0 approval.

**7B. COMMUNITY SERVICES DIRECTOR – RECEIVE REPORT FROM THE SUB-COMMITTEE FOR OFF-LEASH DOG PARKS**

Community Services Director La Rock provided the background for the formation of the subcommittee to survey and report on potential locations for dog park sites. He noted that the Sub Committee was comprised of Commissioners Candioly, Habel and Mele.

Commissioner Candioly discussed the Committee's reasons to limit their investigation of potential parks for dog park sites which had a sufficient flat piece of land to accommodate a dog park to District 2: Entradero Park, District 3: Lago Seco Park, District 4: Sur la Brea Park and District 6: De Portola Park. He noted that the committee meet and surveyed the land at each of the four parks for suitability for a dog park for both large and small dogs. He noted that the committee had indicated on their report where they suggested the dog park could be located for each of the parks, taking into account the location of parking and amenities so as not to be intrusive for either neighbors or park users.

Commissioner Mele added that the Committee did not think that there was sufficient space for a dog park at either Delthorne or Guenser Park.

**Commission Considerations/Concerns/Questions for Off-Leash Dog Parks:**

- The impact of ongoing construction at Lago Seco Park
- Not revenue generating - rather an amenity
- Possibility to restrict dogs in certain parks?
- Public hearings needed to be held to gather input
- Which park(s) have the most problems from off leash dogs?
- Commission's Order of priority of Parks to be considered
- Cost of the construction and how it would be financed

- Possible increase in population in any park due to the usage of dog park could impact parking
- ADA compliance cost?
- Need for data on use of the parks by dog owners
- How to maintain sanitary conditions and clean up the dog waste?
- Potential of allowing online input from the community
- How to determine cost and what is necessary for construction, location and use for any particular park/dog park
- Commission could decide that there is no viable option for a dog park
- A single dog park would not provide a regional amenity

**MOTION:** Commissioner Habel moved to recommend Lago Seco Park as the first choice for a dog park location with Entradero Park as the second choice. Commissioner Candioly seconded the motion; a roll call vote reflected 7- 0 approval.

**7C. COMMUNITY SERVICES DIRECTOR – RECEIVE UPDATE AND PROVIDE INPUT ON ENTRADERO PARK PLAYGROUND EQUIPMENT**

Community Services Director La Rock presented the item and noted that the Commission’s input was requested on suggestions for the location of the equipment. Park Services Manager Drake explained the process of sourcing and replacing playground equipment and added that the new equipment was largely funded by Measure SST. She explained that the current site of the playground was located some distance from the parking lot and restrooms. Staff was considering relocating the playgrounds so that they were contiguous with the parking lot and restrooms. She requested input from the Commission on the options: leaving the new equipment at the current site, relocating the playground closer to the parking lot or splitting the site between the old and the new suggested area. She explained that the new proposed site for the playground may impact the location of the proposed dog park.

In response to a question, Park Services Manager Drake noted that the practice of removing the old playground equipment before installing the new equipment could be revised.

Community Services Director La Rock explained that the new playground equipment would be fully accessible.

Responding to a question from Commissioner Hoover, Community Services Director La Rock stated that the Commission did not need to make a decision or offer input at this point in the project. He explained the next steps would be for Park Services Manager Drake to work with the equipment manufacturer to develop the design of the new playground within the budget and then receive input from the public on the proposed design.

**MOTION:** Commissioner Wright moved to receive and file the update on Entradero Park playground equipment from Park Services Manager Drake. Commissioner Habel seconded the motion; a roll call vote reflected 7- 0 approval.

**7D. COMMUNITY SERVICES DIRECTOR – DISCUSS AND ACCEPT THE “PEOPLE WITH PURPOSE” AWARDS**

Park Services Manager Drake presented the item and discussed the criteria and nomination form.

Community Services Director La Rock explained that he was not certain whether the City would host an Award dinner or ceremony for all volunteers, but explained that the Park Volunteers had more specific areas in which they contributed and could be recognized on an as needed basis at a Parks and Recreation Commission meeting. He added that the Park staff could provide nominations for the deserving volunteers they wished to recognize.

**MOTION:** Commissioner Candiody moved to accept the program with the criteria and nomination form for the award for “People with Purpose”. Commissioner Habel seconded the motion; a roll call vote reflected 7- 0 approval.

**7E. COMMUNITY SERVICES DIRECTOR- Review Department Monthly Reports**

Administrative Services

Administrative Analyst Lee presented the Administrative Services Division Reports for August 2023, and invited Park Ranger Supervisor Arevalo to speak on the Park Ranger Program. Park Ranger Supervisor Arevalo discussed the use and problems with e-bikes in Wilson, Entradero, Paradise and Hickory Parks. He noted that the rangers had reported the locations of fallen tree limbs to the Park Services department. He reported that there were now four additional rangers who were being trained.

Administrative Analyst Lee highlighted all the Home Improvement projects and noted that there had been 21 services in August. He discussed the Farmer’s Market attendance numbers in August and revenue totals. He announced a pie contest for both baking and eating on Tuesday, October 10. He reported that the Community Gardens was preparing for their winter planting. He confirmed that there were 31 coyote encounters and 2 coyotes trapped by vendors in August. He added that there were 510 pet licenses sold in August with total fees for the month of \$15,704.

Park Services

Park Services Manager Drake presented the report for the month of August 2023 and noted that the hurricane had required special efforts because of the amount of rain and flooding. She reported that parks continued to perform storm and graffiti cleanup, conduct routine inspections, perform turf management and service baseball diamonds. She listed the events that the department had supported: Rock Around the Block, Park Service Day, Movies and Concerts in the Park and a volunteer group cleanup at Lago Seco Park and discussed the progress of grants. She listed ongoing maintenance performed throughout the parks and noted that there were 3 tree dedications. She announced that the 50<sup>th</sup> Anniversary of the Friends of Madrona Marsh would be in 2024.

### Recreation Services

Recreation Services Manager Craig presented the Recreation Services Monthly Report for August 2023. He noted that the pool continued to be busy and announced that a contractor had been secured to repair and upgrade the bulkhead. He reported that flag football registration had increased this year. He announced that Sea Aire golf course had had almost 4,800 rounds played in August and explained that there would be a ribbon cutting ceremony soon to open the newly expanded putting green and highlight the improvements at Sea Aire. He reported that the After School Program had an additional 50 participants compared to last year, due to increased staffing levels. He explained that the Summer Day Camps had concluded on August 11 with each 2-week program having 200 campers. He highlighted special events, such as the final movie *Super Mario Brothers* at Wilson Park with over 850 people. He announced that Adaptive Recreation had a new dedicated-PALS room at McMaster Park. He reported that new Youth Council members for 2023-2024 had held both their first meeting and a joint meeting with the ATTIC Advisory Committee board in August. He noted that the Senior Center was still accepting renewals and memberships for "5-0 and on the go!"

Commissioner Wright requested page numbers for reference on the reports.

**MOTION:** Commissioner Craft moved to receive and file the monthly reports. Commissioner Wright seconded the motion; a roll call vote reflected a 7-0 approval.

8. **COMMISSION ORAL COMMUNICATIONS**

Commissioners Candiody and Hoover spoke.

9. **ADJOURNMENT**

9A. **Adjournment of Parks and Recreation Commission meeting to Wednesday, October 11, 2023**

**MOTION:** At 8:48 p.m., Commissioner Candiody moved to adjourn the meeting to Wednesday, October 11, 2023 at 6:30 p.m., at the West Annex Commission meeting room, Torrance City Hall. The motion was seconded by Commissioner Wright and a roll call vote reflected 7-0 approval.

###

For Commission meeting  
October 11, 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:

- The Water Replenishment District groundwater testing at La Romeria Park has been completed. The WRD will reimburse the City for any necessary restoration work at the Park.
- The City has commenced overnight park security patrols in select parks to enforce park closure hours from 10:00 p.m. to 6:00 a.m. The program is managed by the Community Services Department.
- On September 26 the City Council approved a one-year extension of the coyote trapping service. The program is managed by the Community Services Department.
- The Excellence in Arts Awards will be presented on Sunday, October 16 at 1:00 p.m. in the Toyota Meeting Hall.

Respectfully submitted,

  
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John La Rock  
Community Services Director



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

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

During the month of September 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.

**Parks**

- Two TPD call-outs; Minor traffic collision, no injuries and support in removing a trespassing library patron.
- Open alcohol containers and tailgating at Wilson Park Hockey Rink, Softball fields, and parking lots.
- Suspicious subject observed at Wilson Park reported to Torrance Police Department.
- All four Trainees are driving marked Ranger units and increasing level of independence by making solo contacts.
- Ranger Supervisor assisting in preparing new after-hours vendor for launch of overnight security service.
- New Lead Ranger (formerly Animal Control Officer) hired and training has begun.

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

<b>Municipal Code Violations</b>	<b>September</b>	<b>YTD</b>
Alcohol	11	273
Amplified Sound	7	92
Dog Off Leash Contacts	172	1045
Marijuana/Smoking	22	164
Parking Violations	31	268
Trespassing on Closed Fields	3	57
Unpermitted Commercial Class/Instructional Contacts	12	115
Unpermitted Food/Street Vendor Contacts	19	63

<b>Park Patron Specific Contacts</b>	<b>September</b>	<b>YTD</b>
Assisting Park Patrons	45	348
Building, Picnic, or Field Permit Conflicts	7	111
Defiant/Disruptive Subjects	3	112
Missing Subjects	0	2
Patrons Causing Building, Park or Field Damage	37	151
Skating/Biking Violations	42	218
Suspicious Subjects	3	49

<b>Building, Park, and Facility Issues</b>	<b>September</b>	<b>YTD</b>
Graffiti Hotline Report/Removal	125	608
Facility Maintenance Report	12	113
Hazard Report/Removal	38	157
Unpermitted Bouncer/Vendor Violations	6	13

<b>City Resource Support Requests</b>	<b>September</b>	<b>YTD</b>
EMT/Fire Department Call-Outs	0	4
Park Services Call-Outs	0	10
Police Department Call-Outs	2	29
Ranger Unit Call-Outs	36	183

<b>Unhoused Interactions</b>	<b>September</b>	<b>YTD</b>
Unhoused Subject Contacts and Observations	19	252
Unhoused Subject Outreach Requests	12	89
Unhoused Subject Welfare Checks	22	214

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

During the month of September, the Home Improvement Program completed projects at 7 households, with ongoing projects at 6 additional households. Total mobile home clients 3, 2 mobile home household completed.

	<b>September</b>	<b>YTD</b>
ADA	5	5
Carpentry	3	53
Electrical	3	25
Miscellaneous	2	41
Paint	0	1
Plumbing	4	48
<b>Total number of services provided</b>	<b>17</b>	<b>173</b>

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

September brought the last of the summer produce to the Farmers' Market, such as stone fruit, plums, and melons. Grapes will be in abundance through November. We will have green lychee grapes, red flame grapes, black/purple grapes. Figs were in abundance, along with summer squash. A variety of lettuces, radishes (purple, pink, and white) are starting to appear on the farm

stands. We are beginning to see apples, pomegranates, beets, winter squash, pumpkins, persimmons, etc. We are excited for fall produce and the upcoming holidays!

Farmers’ Market Manager is curating more vendors for the Prepackaged area. Staff has been busy preparing for the Inaugural World-Famous Pie Contest and the City’s Health Fair.

During the month of September, the Farmers’ Market operated on four Tuesdays and five Saturdays. Average attendance for Tuesdays was 6,908 and for Saturdays was 18,494.

<b>2023 Revenue</b>	<b>Tuesday</b>	<b>Saturday</b>	<b>Monthly Total</b>	<b>FY YTD</b>
July	\$29,845.82	\$82,444.05	112,289.87	\$112,289.87
August	\$34,931.62	\$63,640.08	\$98,571.70	210,861.57
<b>September</b>	<b>\$25,713.50</b>	<b>\$75,370.72</b>	<b>\$101,084.22</b>	<b>\$311,945.79</b>
<b>Last Year Comparison: September 2022</b>	<b>\$21,188.91</b>	<b>\$50,555.11</b>	<b>\$71,744.02</b>	<b>\$263,517.30</b>

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

Gardeners are planting for the fall and staff is weeding and getting plots ready for new gardeners. Staff is also preparing for the water project at Lago Seco.

**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. City Council approved of an additional one-year extension to the coyote abatement contract.

Coyote Report

Coyote Abatement Services continue to run daily, Monday through Sunday. During the month of September, there were 17 reported encounters of coyotes by the public, with 1 coyote captured by the vendor.

<b>Type of Coyote Encounter</b>	<b>September</b>	<b>Current Trapping Period (October 2022 – Present)</b>
Sighting Reported by Public	17	290
Dog Attack	0	6
Cat Attack	0	4
Dog Attack Resulting in Fatality	0	0
Cat Attack Resulting in Fatality	5	53
Wild Animal Fatality of Unknown Origins	4	17
Injured Coyote	0	5
<b>Total Encounters</b>	<b>26</b>	<b>375</b>

	<b>September</b>	<b>Current Trapping Period (October 2022 – Present)</b>
Coyotes Trapped	1	24
Carrion (non-trapped)	0	5
<b>Total</b>	<b>1</b>	<b>29</b>

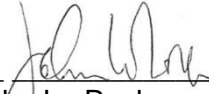
### Pet Licensing

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 September, a total of 473 licenses were sold. 441 of these were purchased through DocuPet's online portal and 32 were purchased offline by mail. Total revenue received by the City will be approximately \$14,924.18.

	<b>September</b>	<b>Year to Date (December 22 – Present)</b>
Licenses Sold	473	5,532
Donations Received	\$0	\$245.00
<b>Total Revenue less Fees</b>	<b>\$14,924.18</b>	<b>\$170,964.95</b>

For a year-over-year comparison, in September 2022, there were a total of 511 license sales resulting in revenue of \$15,948.01.

Respectfully submitted,

  
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 John La Rock  
 Community Services Director

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

### **ALL PARKS**

- Reported graffiti
- Performed playground equipment safety checks
- Performed routinely maintenance and inspections
- Adjusted security light timers and check of all irrigation clocks for time. Repairs made where needed
- Cared for dedication trees

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

- Cleaned and serviced all rental facilities and restrooms

#### ***Events***

- Maintenance services for the Downtown Torrance Antique Street Faire
- Maintenance services for Wilson Park Farmers Market
- Maintenance services for Wilson Park Concert in the Park

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

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

- Columbia, De Portola, 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

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

- Service included the fields at Guenser, Mc Master, Columbia, El Nido, La Romeria, Walteria, De Portola & Wilson parks

### **SPECIALTY CREWS**

#### ***Projects Crew***

No information available

#### ***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 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 regarding the safe use of edgers, blowers, string trimmers and hand tools

## **VOLUNTEERS and GRANT PROGRESS**

	<b>Volunteers</b>	<b>Hours</b>
Live Steamers	10 771 rides (9.3.23) 15 736 rides (9.16.23) 10 maintenance	92
Wilson Horseshoe Pits	1	15
Madrona Marsh Preserve /Nature Center	72	464.96
Cherry Trees (city wide)	11	22
Seaside Heroes Park	29	59
Civic Center Veteran's Memorial and Rose Garden	6	18
Entradero Park	2	24
Eagle Scout project completed	16	128
<b>TOTAL</b>	172	822.96

### ***Grant Progress***

- No information currently

## **PARKS BY DISTRICT**

### ***District 1 – Councilmember Kaji***

#### Guenser Park

- Performed mainline irrigation repair

#### McMaster Park

- Filled playground play surface with engineered wood fiber
- Raised trees for ADA compliance

#### Osage Park

- Raised trees for ADA compliance

### ***District 2 – Councilmember Lewis***

#### Entradero Park

- Raise tree limbs for ADA compliance
- Remove tree limbs from storm damage

#### La Romeria Park

- Performed floor drain maintenance outside of recreation/reservation rooms

#### Paradise Park

- Raise tree limbs for mower access
- Filled playground exercise area with engineered wood fiber

### Sunnyglen Park

- Mainline break
- Storm tree removal
- Raise tree limbs for ADA compliance
- Filled playground play surface with engineered wood fiber
- West Coast Arborists completed Grid trim of whole park

### Victor Park

- Replaced vandalized dedication tree
- Tree stump grinding from picnic area
- Repaired cracks in basketball court surface
- Concrete patch at picnic area
- Completed large limb removal on Elm tree in picnic area

## ***District 3 – Councilmember Sheikh***

### City Yard

- Maintained trash cans
- Maintained plants and trees in the nursery
- Performed weed abatement

### Civic Center

- Completed landscape restoration project at Human Resources
- Raised trees for ADA compliance

### Columbia Park

- AYSO fields has been renovated and irrigation fixed to properly water fields
- Dogs off leash signs put up
- Raise tree limbs for ADA compliance

### Delthorne Park

- Storm tree limbs picked up
- Raise tree limbs for ADA compliance
- Concrete sidewalk demo and replacement
- Clean up of concrete sidewalk repair

## ***District 4 – Councilmember Kalani***

### Downtown

- Provided maintenance services for the Torrance Antique Street Faire

### El Prado Park

- Raised trees for ADA compliance

### Pueblo Park

- Performed mainline irrigation repair
- Replaced exterior light fixture for ADA compliance at Ruben Ordaz Community Center
- Filled playground play surface with engineered wood fiber

### Sur La Brea Park

- Filled playground play surface and workout area with engineered wood fiber

### Torrance Park

- Performed task maintenance cleanup project for Torrance High 50<sup>th</sup> Reunion Picnic
- Raised trees for ADA compliance

#### Torrance Scout Center

- Performed tree maintenance

#### Wilson Park

- Repaired drinking fountains at Softball fields 3 and 4
- Removed dead Alder south of the Community Tree House
- Performed weed abatement at the Live Steamers south strip
- Filled four playground play surface areas with engineered wood fiber
- Raised trees for ADA compliance
- Replaced fence screen by tennis courts
- Put several coats of sealer for tree house sign
- Continued path light footing repairs
- Completed cold patch repair to the central east walking path

### ***District 5 – Councilmember Mattucci***

#### El Retiro Park

- Removal of tree limb damaged during storm

#### La Paloma Park

- Filled playground play surface with engineered wood fiber
- Trim electrical meter for Edison

#### Lago Seco Park

- Tree limb removed after storm

#### Los Arboles Park

- Irrigation clock repaired
- Filled playground play surface with engineered wood fiber

#### Miramar Park

- Dogs off leash signs put in

#### Seaside Heroes Park

- Repair bollard from accident
- Path Light post assembly sent out for repair

#### Riviera Park

- Tree stump grounded down for city sign to be placed

#### Sea Aire Golf Course

- Remove temp fence from putting greens

### ***District 6 – Councilmember Griffiths***

#### Alta Loma Park

- Trim down the Calliandra hedge that was damaged from storm
- Raise tree limbs for ADA compliance
- Remove footing for four way spring toy
- Prep area for dedication bench for Theron Hill

#### De Portola Park

- Raise tree limbs for ADA compliance

#### Hickory Park

- Filled playground play surface with engineered wood fiber



### Walteria Park

- Trim hedges for access to electric car charging area meter
- Tennis and basketball Court floor repairs

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

<b>March Attendance</b>	<b>Hard Count</b>	<b>Projected Count</b>
Preserve	1,229	1,414
Nature Center	525	603

- Jess Morton of the Audubon Society; nature writer, poet, photographer, and guide presented “The Color of Small” and what life’s like to be a small creature in nature. Ours is a world full of color at every scale. Nature and its denizens exploit them all. It’s up to us to pause once in a while in our busy lives to stop and take notice of the smaller creatures. Audubon sponsored presentations are open to the public at the Nature Center. Up next, “From Arachnophobia to Arachnophilia: My Journey through the Spiderverse” by noted naturalist and artist Kim Moore.
- The California Native Plant Society with the Palos Verdes Peninsula Land Conservancy held their annual native plant sale at the Nature Center on Saturday September 30. The popular venue offers South Bay residents an opportunity to get expert advice regarding native plants plus purchase local native plants for home gardens. Over one thousand local native plants being sold, benefitting the missions of both charitable organizations.
- ClearPlan Consulting LLC, an industry program planning and controls firm, held a company restoration event on September 23<sup>rd</sup>. Employees with family and friends performed invasive plant removal. About 20 participants shared in the work. Afterward, they enjoyed a staff led tour of the Marsh.
- Held three Habitat Restoration program events during September. About 35 volunteers donated 90 hours to trimming, weeding, and invasive plant removal.
- City of Torrance and Friends of Madrona Marsh presented the International Bird Rescue (IBR) sponsored presentation “The Continuing Saga of the California Brown Pelican”. Dave Weeshoff, an expert on Brown pelicans and issues faced in rescuing and rehabilitating these amazing and loved birds was the keynote speaker. Presenting at the Nature Center, Dave held the audience captive with his stories of pelican behavior plus the role San Pedro based IBR plays when these birds and other birds are in trouble. Madrona Marsh is pleased to work with IBR, serving as a release site for IBR rehabilitated birds.
- Conducted docent training for returning and new docents. Classes presented include subjects such as: Native Plants, Interpreting Nature, Marsh Hydrology, Birds of the Marsh, Insects, Natural History, among others. About 15 docents are preparing for the upcoming tour season running from October to June.

- Volunteerism during September: 464.96 hours, 72 volunteers

<b>Assignment</b>	<b>Hours</b>	<b>Volunteer Count</b>
<b>Advanced Restoration Crew</b>	<b>27.37</b>	<b>3</b>
<b>Animal Care</b>	<b>17.92</b>	<b>4</b>
<b>Docent (tours/outreach)</b>	<b>16.32</b>	<b>6</b>
<b>Education Programs</b>	<b>41.58</b>	<b>5</b>
<b>Gift Shop Clerk (must be 21 or older)</b>	<b>32.55</b>	<b>5</b>
<b>Habitat Support &amp; Maintenance</b>	<b>11.75</b>	<b>1</b>
<b>Preserve Entrance Greeter</b>	<b>88.33</b>	<b>7</b>
<b>Reception Desk Greeter</b>	<b>56.67</b>	<b>5</b>
<b>Restoration Program</b>	<b>152.55</b>	<b>30</b>
<b>Special Assignment</b>	<b>172.47</b>	<b>6</b>
<b>Total</b>	<b>464.96</b>	<b>72</b>

- Dusk to dawn access restrictions resulting from a single West Nile Virus positive sample taken in early August have ended, as no new positive samples have tested. Our night hike event planned for the second Saturday in October will take place.

Respectfully submitted,

*Unavailable for Signature*

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 SEPTEMBER 2023**

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

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

***Facility Booking:***

During the month of September:

- Field Bookings:
  - Staff issued 86 short-term permits for fields
  - Long-term field users were issued 700 permits
  - There were 0 softball tournament held at Wilson

<b>Multi-Purpose Court Reservations</b>	
Private	17
City Classes	0
Inquiries	4

- Picnic Reservations:
  - 55 bouncer permits were issued

<b>Park</b>	<b>Picnics</b>	<b>Guests</b>
Columbia Park	33	1933
El Nido Park	11	395
El Retiro Park	7	350
Hickory Park	6	215
Lago Seco Park	9	450
McMaster Park	1	20
Paradise Park	6	325
Torrance Park	12	755
Victor Park	2	75
Walteria Park	6	300
Wilson Park	46	2839
<b>Total</b>	<b>139</b>	<b>7657</b>

- Park Building Reservations:

<b>Building</b>	<b>Private</b>	<b>Guests (Private)</b>	<b>Non-Profit</b>
Alta Loma Park			3
El Nido Park			26
El Retiro Park	1	65	22
Greenwood Park			122
La Romeria Park			22
McMaster Park	2	100	5
Pueblo			0
Sea Aire Park			12
Sur La Brea Park			21
Walteria Park			30
The Attic	1	40	
<b>Total</b>	<b>4</b>	<b>205</b>	<b>263</b>

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

- Facilities Revenue Report:

	<b>September 2023</b>	<b>2023 YTD</b>	<b>September 2022</b>
Attic	\$1,096.00	\$1,619.00	\$-
Facility Reservations	\$2,170.00	\$15,433.52	\$2,130.00
Field Lights/Support	\$5,731.50	\$73,248.33	\$10,566.25
Field Prep	\$35.00	\$807.50	\$22.50
Filming Permits	\$-	\$2,000.00	\$-
Hockey Rink	\$9,852.00	\$42,183.00	\$13,197.00
Picnic Reservations	\$5,140.00	\$69,555.00	\$1,190.00
Pool Rental	\$23,091.25	\$110,296.25	\$16,418.55
Special Events	\$-	\$5,500.00	\$300.00
Sports Center	\$12,146.00	\$33,324.00	\$5,876.00
Torrance Art Museum	\$-	\$-	\$-
LA Galaxy Sports Complex	\$35,091.03	\$331,385.73	\$75,302.18
Weddings	\$300.00	\$1,800.00	\$1,250.00
<b>Monthly Total</b>	<b>\$94,652.78</b>	<b>\$687,152.33</b>	<b>\$126,252.48</b>

**Registration:**

Registration processed a total of 603 enrollments for a total of \$51,312.69 during the month of September 2023:

	Resident	Non-Res	Total Enrollments	September 2023 Total Fees	September 2022 Total Fees
<b>Total</b>	<b>278</b>	<b>325</b>	<b>603</b>	<b>\$51,312.69</b>	<b>\$45,126.65</b>
Staff	104	122	226	\$24,514.71	\$20,986.58
Web	174	203	377	\$26,797.98	\$24,140.07

In September, Fall Classes and Youth Flag Football began.

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

**Aquatics:**

- Fall Swim Lessons for children and adults have begun, with most classes full.
- The drop-in lap swimmers accounted for 1,717 pool visits.
- Recreational swim had 184 swimmers.
- Long-term pool rental LAPS (Los Angeles Peninsula Swimmers) Master's Swim Team accounted for 133 pool visits.
- Long-term pool rental group, Swim Torrance, had 2,677 swimmers this month.
- P.A.L.S. Swim Team continues their weekly workouts on Sunday.
- The bulkhead remains out of the pool, and repairs are expected to begin soon.

**Youth Sports:**

- The Flag Football season has kicked off! Participants and staff are all excited about the season. Games are scheduled for Monday Nights and Saturday mornings for 8 weeks at Wilson Park.
- The Cheer program also had its first half-time performance Saturday cheering for the morning games. They will also be cheering for some Monday night games during half-time.
- Registration for the Winter 2024 Basketball League will begin in October.

**Adult Sports:**

- Adult Softball and Basketball programs began their seasons this month, both programs are off to a great start, and league participants are happy to be back.
- Recent field work done by Park Services on our softball/baseball diamonds at Wilson Park during the off season has greatly improved the quality of our fields, and all patrons and league participants have expressed their happiness and gratitude for the work that was done. Continuing to drag, and water fields each day will greatly help to upkeep conditions.
- The South Bay Inline Roller Hockey League has continued their rentals/leagues at the rink every Monday through Friday. On non-league days, rentals for pickle ball and lacrosse practices have been a frequent occurrence.
- Lacrosse leagues started up again at the rink every Saturday and Sunday. Staff has been doing an excellent job scorekeeping, and preparing the rink each weekend. The director of the Lacrosse league has mentioned that he is thrilled with how well staff is doing for their group.

- Private gym and field rentals for basketball, baseball, softball, and AYSO soccer have also continued to be strong throughout the month, and all patrons have shown, or expressed their satisfaction.
- Judo, and youth cheerleading have been using the MPR frequently this month, and all have been enjoying their time while at our facility. Kendo has also returned to the MPR this month, and has expressed their happiness to be back at our facility.

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

- The summer golf season at Sea-Aire golf course wound down in August with a terrific amount of attendance. Total rounds of August golf played at Sea-Aire was a very impressive 4,810.
- The newly planted enlarged putting green is slowly taking root and is still about six weeks from being playable.
- Sign-ups for the end of summer annual Labor Day Junior Golf Challenge filled up and was a great way to celebrate the holiday.
- The Seniors Sea-Aire golf club held a "Best Ball" tournament on August 4.
- The Sea-Aire Women's golf club held their "Millie's Memorial Putting Championship" on August 24.
- With the shorter daylight hours the new last tee-off time is 5:30 p.m.

**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:***

The After School program has 277 participants enrolled and is receiving some additional sign ups each week. Participants have been engaging in fall activities and have become acclimated to their new daily routine. We are pleased to report that Victor After School Club will start on October 16. Many parents expressed interest and subsequently, disappointment when this was cancelled at the start of the school year. We have worked hard to hire and train additional staff in addition to communicating with faculty at Victor Elementary. Enrollment began on Monday; September 25 and we believe it may be a slow start but remain confident that enrollment will increase as the year progresses.

Our recognition of staff working the program has begun, and we will continue to highlight this on the Torrance Recreation

***Winter Day Camps:***

Winter Camp will take place January 2-5, 2024, at Greenwood Park. Day Camp and Teen Camp will both be offered, and we are hopeful for high enrollment. Registration begins November 15 for Torrance residents and on November 29 for non-residents.

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

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

- After School Club – program spotlight and story
- Flag Football – program spotlight and story
- ASC Staff of the Month - spotlight
- DIY Boat Races – program reel
- Back to School for ASC - spotlight
- Adaptive Recreation and Sports – program spotlight and story
- ASC Now Hiring – story
- Labor Day Youth Golf Tournament – spotlight
- Turkey Trot Registration – program spotlight
- Youth Basketball Summer Champions – program spotlight
- Lap Swim Hours – program spotlight
- Adult Basketball League – program spotlight

### **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 September 2023
- The annual Halloween Spooktacular Movie Night is scheduled for Saturday, October 28, at Wilson Park, beginning at 5:00 pm. The event includes various activities such as a costume parade, a pumpkin carving competition with the local afterschool programs, a Youth Torrance Cheer Program performance, and, to close out the night, a special movie viewing of "THE GOONIES" (1985) on a large outdoor movie screen beginning at approximately 7:00 p.m.

#### ***Early Childhood Education (ECE):***

- Early Childhood Education is in full swing with two classes at Greenwood Park.
- Classes resumed on Monday, September 11, 2023. Program staff is back and ready for a fun and exciting year.
- Fun and Friends have started learning the alphabet letters A-G. They are working on how to write them and pronouncing each letter. They are also learning how to hold a pencil and safely use scissors.
- The Lollipop Tree class is learning how to recognize the alphabet, how to sit on a mat, raise their hands, and be good listeners.
- We have five volunteers signed up and going through the volunteer process.

#### ***Adaptive Recreation:***

- PALS Bingo was held on September 18 in the newly dedicated room at McMaster Park. Everyone had a perfect time and looks forward to many more fun programs in their new space.
- Special Olympics Soccer, Softball, and Golf season is in full swing. The teams are preparing for the upcoming tournaments around LA County. The first tournament will take place at Mayfair Park in Lakewood on Saturday, October 7.
- PALS swim season will be taking a break for the upcoming holiday season. The team will resume practices in January 2024. The team practices ten months out of the year. The athletes and coaches show true dedication to swimming.

- The annual FTEA (Friends of Torrance Exceptional Athletes) held the yearly walkathon fundraiser, picnic, and softball game on Sunday, September 24, at El Nido Park. The event was a huge success! The highlight of the day was the visit from the Torrance Fire Department. They walked with the athletes and cooled everyone off after breaking a sweat from all the walking they did! Over 60 athletes, parents, and friends came out to enjoy the day and participate in the fun activities.



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

- The ATTIC was closed to students on September 4th and September 25th.
- THE ATTIC Teen Center had a total attendance of 923, including both guests and members.
- On Wednesday, September 13th, THE ATTIC staff held an "Open House," providing students with the opportunity to visit the facility, meet staff, play games, and spend time with friends.
- On Wednesday, September 20th, Nena Davis and ATTIC staff organized a Human Scavenger Hunt, where ATTIC members had the chance to get to know their fellow ATTIC members. The first three students to achieve a blackout BINGO won a candy bar.
- Staff organized various activities throughout the month to offer participants additional recreational opportunities. These activities included a Dodgeball Tournament hosted by Joel Gaxiola, an Air Hockey Tournament hosted by Ryan Locano, and Karaoke Time hosted by both Ryan Locano and Joel Gaxiola.
- Friday Movie days featured: *Rio*, *Up*, *Monster's Inc.*, *Simpsons Gone Wild*, and *Coco*.





**ATTIC Advisory Committee:**

- On Monday, September 11, 2023, the ATTIC Advisory Committee held their monthly meeting at THE ATTIC at 6:00 p.m. There were 16 committee members present. Agenda items included a review of the ATTIC Advisory Committee and Torrance Youth Council training day. Elections were held for ATTIC Advisory Officers for the 2023-2024 year. Committee members also shared program proposals for events/mixers to be hosted during the 2023-2024 school year, and a vote was held to decide on these events/mixers.
- The next Advisory Committee meeting is scheduled for Monday, October 2, 2023, at 6:00 p.m. in THE ATTIC multi-purpose room.

**Torrance Youth Council (TYC):**

- The TYC met on Wednesday, September 6 and September 20 to conduct their regular business.
- During the meeting on Wednesday, September 6, the commission held their annual elections and appointed their 2023/2024 officers.
- On Wednesday, September 20, the commission selected their 2023/2024 committees. Additionally, TYC members discussed matters such as their attire and logo for the 2023/2024 term, as well as their roles at the 2023 City of Torrance 43rd Annual Harry Shutter Memorial Turkey Trot Fun Run event.

**Commission on Aging (COA):**

- The COA board didn't meet in the month of September due to a lack of quorum.
- The COA board met on Tuesday, October 3, at the West Annex Commission meeting room.
- Heather Baker from Caring Transitions was in attendance at this meeting and presented a presentation titled "The Space Diet" to the COA and the public.

**Focal Point on Aging:**

- The Focal Point meeting was held on September 15, 2023. The speaker for this meeting was Jocelyn Fu from CalAim, a new Medi-Cal funded program aimed at advancing and innovating healthcare services in California. The goal is to extend support and services beyond hospitals and healthcare settings, providing enrollees with benefits that address their physical, behavioral, developmental, dental, and extended care needs.
- Focal Point received 77 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 available by appointment only.
- Some volunteers are working remotely, picking up messages and making referrals from 12:00 p.m. to 3:00 p.m.
- Focal Point staff continues to make birthday calls to seniors in the community.
- Focal Point has eight volunteers who collectively worked 49 hours last month.
- Focal Point received 114 web inquiries.

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

- Everyone aged 50 and older is welcome at the City of Torrance Senior Centers. A five-dollar membership includes the bi-monthly 5-0 and On-the-Go! Newsletter, which announces special events, exercise classes, Senior Center schedules, activities, lunch menus, and more.
- The Bartlett Senior Center crafting group meets in the Hobby Shop every Friday from 9:00 a.m. to noon. There are 10-12 crafty ladies each week. All kinds of crafts and all levels of crafting are welcome.

- The Creative Crafters group meets 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, creating leis, aprons, pillowcases, and members are available to instruct and help beginners. The group also explores sewing, quilting, and other craft mediums. There are currently 27 members, and all levels are welcome.
- The beading workshop meets on Wednesdays at the Bartlett Center from 8:00 a.m. to 12:30 p.m. The beading workshop has 12 to 13 members, and participants of all levels are welcome.
- The painting workshop meets at the Tillim Senior Center on Wednesdays from 1:00 to 3:00 p.m. All levels are welcome.
- The senior centers celebrated Milton Hershey's 88th birthday this month by eating chocolate and playing chocolate-themed games. Everyone had a great time. Below is the Tillim winner of the "Guess the Candy Bar Game."



Respectfully Submitted,

A handwritten signature in black ink, appearing to read "G. Craig", is written over a horizontal line.

Garrett Craig  
Recreation Services Manager

CONCUR:

A handwritten signature in black ink, appearing to read "John La Rock", is written over a horizontal line.

John La Rock  
Community Services Director