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Direct questions or concerns to the Commission Liaison at (310) 618-2935, or individual department head prior to submission to the Commission. Parties will be notified if the complaint will be included on a subsequent agenda.

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Any correspondence received after 2:00 p.m. on TUESDAY on any item on the agenda will be provided to the Commission electronically and available for public inspection in the City Clerk's Office. A copy of the correspondence will be available for public inspection in a binder at the back of the Council Chamber or Commission Meeting room.

**TORRANCE COMMISSION ON AGING AGENDA
TUESDAY, MARCH 5, 2024
REGULAR MEETING
9:30 A.M. IN THE WEST ANNEX COMMISSION MEETING ROOM
AT 3031 TORRANCE BL.**

**THE COMMISSION ON AGING MAY TAKE ACTION ON ANY ITEM
LISTED ON THE AGENDA**

1. CALL MEETING TO ORDER

ROLL CALL: Commission members: Davis, Grundhaus, Hileman, Mayfield, Dojiri, Snyder, and Chair Pryor

2. FLAG SALUTE

WORDS OF INSPIRATION

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

The agenda was posted on the Public Notice Board at 3031 Torrance Blvd. and on the City's Website on Thursday, February 29, 2024.

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 ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS

5. ORAL COMMUNICATIONS (Limited up to a 15-minute period)

*This portion of the meeting is reserved for comment on items on the Consent Calendar or not on the agenda. Under the Ralph M. Brown Act, the Commission 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. **No longer than 1 minute per speaker.** If presenting handout material to Commission, please provide 10 copies to staff before speaking.*

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 Councilmember from the Consent Calendar and considered separately.

6A. Approve Commission Minutes: February 6, 2024

7. ADMINISTRATIVE MATTERS

7A. PRESENTATION: – Accept and File the Torrance Civic Center Master Plan and Economic Feasibility Study

Recommendation of the Community Services Director that the Commission on Aging receive and file the report from staff regarding the Torrance Civic Center Master Plan and Economic Feasibility Study and Provide Feedback.

7B. DISCUSSION: SPEAKERS FOR UPCOMING MEETINGS

Recommendation of the Community Services Director that the Commission on Aging discuss and decide on speakers relevant to the senior population.

- 1) **April 2, meeting** – City of Torrance Social Services Commission, presentation by Julia Smith, Social Services Commission Liaison and Business Manager for the Community Development Department.
- 2) **May 7, meeting** – City of Torrance Library, presentation by Michael George, Reference Librarian.
- 3) **July 2, meeting** – El Camino College, presentation by Tommy Ton, Outreach & School Relations.

7C. DISCUSSION: OLDER AMERICAN AWARDS

Recommendation of the Community Services Director that the Commission on Aging discuss the 2024 Older Americans Award application process, including application deadline, criteria and qualifications.

7D. ORAL REPORTS ON SENIOR CITIZEN CONCERNS

Recommendation of the Community Services Director that the Commission on Aging report on:

- City Council Activities - Commissioner Hileman
- Housing - Chairperson Pryor
- Health - Commissioner Mayfield
- Transportation - Vice-Chairperson Snyder
- Community Programs - Commissioner Grundhaus
- Focal Point Programs - Commissioner Dojiri
- Elder Abuse/Fraud - Commissioner Davis

8. COMMISSION ORAL COMMUNICATIONS

9. ADJOURNMENT

9A. Adjournment of Commission on Aging Meeting to Tuesday, April 2, 2024, at 9:30 a.m. located in the West Annex Commission Meeting Room.



**MINUTES OF A REGULAR MEETING OF
THE TORRANCE COMMISSION ON AGING**

1. CALL TO ORDER

The meeting convened on Tuesday, February 6, 2024 at 9:30 a.m. at the West Annex Commission Meeting Room at City Hall, 3031 Torrance Boulevard.

ROLL CALL/MOTIONS FOR EXCUSED ABSENCE

Present: Commissioners Davis, Dojiri, Grundhaus, Hileman, Mayfield, Snyder and Chairperson Pryor

Absent: None.

Also Present: Recreation Services Manager Craig and Senior Recreation Supervisor Castro.

2. FLAG SALUTE

Commissioner Mayfield led the Pledge of Allegiance and Commissioner Hileman read inspirations provided by Irene Griffith.

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

Chairperson Pryor reported that the agenda was posted on the Public Notice Board at 3031 Torrance Boulevard and on the City's website on Thursday, February 1, 2024 by City Clerk Poirier.

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

No items.

5. ORAL COMMUNICATIONS

None.

6. CONSENT CALENDAR

6A. APPROVAL OF MINUTES – December 5, 2023 Commission on Aging

MOTION: Commissioner Grundhaus moved and Commissioner Mayfield seconded, to approve the minutes of the Commission on Aging meeting of December 5, 2023, as submitted. The motion passed by a 7 to 0 vote.

7. ADMINISTRATIVE MATTERS

7A. PRESENTATION: "City of Torrance Home Improvement Program (HIP)"

Shawn Plunkett, City of Torrance HIP Supervisor, distributed samples of the application, brochure as well as additional services that could be provided by County of Los Angeles County and the City of Los Angeles. He explained that HIP had been in the City for over 30 years and provided a variety of free home improvement services and repair services for disabled individuals and senior citizens who were owners /occupants of single-family residents within the City limits and who met the financial criteria as set by Housing and Urban Development Department (HUD).

He noted that the goal of HIP was to keep people safe and in their homes. He explained that in the past, before COVID, HIP had also worked with trainees who were hired and trained in house painting, tool use and customer service. He noted that the funding was no longer available for the training program and added that the HIP was currently funded by the City General Fund. He reported that HIP provided 50-60 services in homes per year, with a total of 300-400 individual tasks. He confirmed that an application would remain current for one year and once approved, would allow for multiple services. Supervisor Plunkett introduced Andres Islas and added that HIP was a part of the Community Services Department.

Supervisor Plunkett discussed possible ways that the HIP could partner with training programs to offer on the job training, as well as possible ways to secure additional funding to perform additional services and repairs.

7B. DISCUSSION: SPEAKERS FOR UPCOMING MEETINGS:

Senior Recreation Supervisor Castro announced that a speaker from City staff would speak at the March meeting at the City's Civic Center Plan and Social Services Commission staff would speak at the April meeting.

Commissioner Dojiri suggested contacting the Library for a speaker on providing book services to seniors.

7C. Oral Reports on Senior Citizens Concerns

1. City Council Activities

Commissioner Hileman reported that the City had a plan to revamp the City Center and was asking for community input through a survey. She noted that two centenarians had been honored in January. She reported that the City Clerk had discussed the possibility of combining the Environmental and Energy Conservation Commission and the Traffic Commission and added that Public Work had been approved for sidewalk repair to add disabled accessibility at corners. She noted that the City Manager and Community Services had approved a grant of \$5,000,000 from the National California Natural Resource Agency for the World War II camp wall project to be installed at Columbia Park. She explained that in January an ordinance had passed to regulate touch and go, stop and go landings and low approaches at the Torrance airport.

2. Housing

No report.

3. Health

Commissioner Mayfield reported on recent advances in cataract surgery with Light Adjustable Lens, (LAL) which offered customized prescription prescriptions, better vision and was effective for those who had had previous eye surgeries.

4. Transportation

No report.

5. Community Programs

Commissioner Grundhaus reported on the following activities: AARP Tax Aide assistance from February 1 - April 15, 2024, Restaurant Appreciation week, February 4-11, sponsored by the Torrance Chamber, Community gardens in the parks, Adult School registration, exhibit at the Torrance Art Museum, City Council elections in March, Black History month movies at the Walteria Library and the State of the Region on February 21.

Chairperson Pryor recommended signing up for Torrance Alerts.

6. Focal Point Program

Commissioner Dojiri reported the following statistics for the months of:

November 2023 - Web Inquiries were 95

December 2023

Total number of documented calls: 25	Web Inquiries: 65
Miscellaneous calls: 22	Total number of calls received: 47

Of the documented calls there were the following requests:

Requests for transportation 21%	requests for housing 24%
	Retirement 12%

January 2024

Total number of documented calls: 19	Web Inquiries: 106
Miscellaneous calls: 48	Total number of calls received: 67

Of the documented calls there were the following requests:

Legal 16%	requests for housing 26%
	Retirement 5%

Commissioner Dojiri reported that some areas of the Bartlett Center might be closed off due to roof leaks and noted that Focal Point would answer phone calls from 9:00 a.m. to 12:00 p.m.

Recreation Senior Supervisor Patti Goldenson discussed the equipment at the mini fitness center at the Bartlett Center and noted that a "blue membership packet" needed to be filled out and filed with the Center in order to use the mini fitness center.

7. Elder Abuse/Fraud

No report.

8. ORAL COMMUNICATIONS #2 Commissioners/Staff

Senior Recreation Supervisor Castro reported that there were currently three nominations for the Older American awards and noted that the deadline to submit was March 21, 2024. He stated that he would place an item on the March 5 agenda to discuss the awards and the possibility of a posthumous award or a second award to an individual. He confirmed that he would send out the list of past awards and past nominations to the Commission.

Recreation Services Manager Craig stated that the Commissioners could email City Clerk Poirier to request her to make an announcement of the Older American awards at the City Council meetings.

9. ADJOURNMENT

9A. At 10:27 a.m., Commissioner Snyder moved to adjourn the meeting to the regular meeting on Tuesday, March 5, 2024, at 9:30 a.m. at the West Annex Commission Meeting Room at City Hall, 3031 Torrance Boulevard. The motion was seconded by Commissioner Grundhaus. The motion passed by a 7-0 vote.

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Subject to Approval

Honorable Chair and Members
of the Commission on Aging
City Hall
Torrance, California

SUBJECT: City Manager – Accept and File Update on the Torrance Civic Center Master Plan and Economic Feasibility Study and Provide Feedback.

RECOMMENDATION

Recommendation of the City Manager that the Commission on Aging:

- 1) Accept and File an Update on the Torrance Civic Center Master Plan and Economic Feasibility Study; and
- 2) Provide feedback on the development of the Torrance Civic Center Master Plan and Economic Feasibility Study.

BACKGROUND

The Torrance Civic Center has been an integral part of the community since its development in 1956. Originally comprising City Hall, a Police Station, and the Victor E. Benstead Plunge (City Pool), the Civic Center has evolved over time with the addition of essential public facilities. These include a Municipal Courthouse (now Human Resources Building), Library, Torrance Cultural Arts Center, City Hall Annex (East and West), and Police Headquarters. The State of California has also been a presence, operating a Superior Courthouse and Traffic Court/Probation Annex on-site since the 1960s, making the Civic Center a hub for civic activities.

OVERVIEW

With approximately 40-acres spread across seven parcels, the Civic Center is a significant part of Torrance's landscape. However, the aging facilities are now reaching a condition that necessitates either replacement or extensive refurbishment. Recognizing this, the City Council initiated the process of developing a new master plan to address the challenges posed by the aging infrastructure. The master plan aims to assess various factors, including costs, building conditions, operational issues, aesthetics, maintenance costs, and community programming needs.

In pursuit of a reimagined Civic Center, the City Council awarded a Consulting Services Agreement to Gruen Associates of Los Angeles, California. Gruen Associates will play a pivotal role in developing the Civic Center Master Plan and Economic Feasibility Study. This comprehensive plan will not only address the aging structures but also explore opportunities to efficiently utilize the Civic Center campus.

The master plan aims to enhance the Civic Center's functionality, creating a cohesive and modernized aesthetic appeal. Through a comprehensive public outreach program, the City of Torrance seeks community input to ensure the reimagined Civic Center meets the needs and aspirations of its residents.

The City of Torrance, in collaboration with consultants, is committed to realizing the community's vision for a reimagined Civic Center. The Master Plan and Economic Feasibility Study will lay the groundwork for a new, modern center that provides space for community activities, aligning with Torrance's aesthetic aspirations and enhancing City pride. This transformation will carefully consider projected land uses, densities, economic returns, and the necessary Zoning and General Plan amendments. The Torrance Civic Center Master Plan will be a community-driven planning document that is poised to evolve our existing campus into a vibrant and sustainable hub, reflecting the values and aspirations of the community it proudly serves.

As an essential note, it's crucial to understand that the master plan represents the initial phase of a multi-step process to realize the campus's revitalization. This may include zone changes and general plan amendments before any aspect of the vision is materialized. The City of Torrance, alongside consultants, is dedicated to transparency and collaboration throughout this transformative journey, ensuring that the community's vision guides each subsequent phase of this exciting initiative.

MASTER PLAN PROGRESS

Over the past four months, City Manager's Office staff and Gruen Associates completed a series of interviews with City departments and City Council to obtain their feedback on existing conditions and space planning needs for the City-operated public facilities. A Lunch and Learn session was held on November 13, 2023 to obtain feedback from our employee groups regarding the project. Our real estate economic sub-consultant, LandEconGroup, has conducted interviews with business stakeholders including adjacent commercial properties to obtain feedback on the Civic Center Master Plan. Furthermore, LandEconGroup is concurrently completing a real estate market analysis to determine which land uses have the potential to generate significant land value and land lease revenue. The analysis will also review historical trends for market context and will forecast market outlook over the next 10 years. The deliverable would be a memorandum report that should be completed within the next four weeks and will serve to inform the creation of planning design alternatives for the master plan.

Within this next quarter, the City will begin the community engagement strategy for the visioning portion of the master planning process. The purpose of this visioning process is to obtain public feedback on the existing conditions of the Civic Center and determine interest for potential renovation/redevelopment of the campus for other land uses and public services. The strategy will be completed by City staff, who will host one community open house event; a minimum of four community pop-up events; and an online/in-person community survey. Additionally, City staff intends to meet with each Commission at one of their regularly scheduled meetings to provide the opportunity to solicit feedback and comments on the development of the Torrance Civic Center Master Plan. At the conclusion of the visioning process, staff intends to provide a formal update to City Council and present preliminary design alternatives for the Civic Center campus. Subsequently, City staff intends to complete another round of community engagement to obtain public input on the design alternatives that will aid in preparing a draft master plan for City Council consideration by Fall 2024.

CONCLUSION

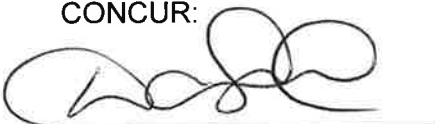
The purpose of this item is to provide the Commission on Aging with an update on the City's progress on the Civic Center Master Plan and Economic Feasibility Study; in addition, to request feedback from your Honorable Body on the visioning goals and objectives that the City should include in developing the Torrance Civic Center Master Plan & Economic Feasibility Study.

Respectfully submitted,

ARAM CHAPARYAN
CITY MANAGER

By 
Carlos Huizar
Management Associate

CONCUR:



Aram Chaparyan
City Manager