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Direct questions or concerns to the Commission Liaison at (310) 618-2937, or individual department head prior to submission to the Commission. Parties will be notified if the complaint will be included on a subsequent agenda.

Security procedures: Members of the public will be directed enter the West Annex at the front of the building through the sliding door. All other entrances will remain locked for entry. Oversized bags or backpacks will not be allowed in the Council Chamber or Commission meeting room. All bags are subject to search.

Any correspondence received after 2:00 p.m. on WEDNESDAY 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 PARKS AND RECREATION COMMISSION AGENDA
WEDNESDAY, APRIL 8, 2026
REGULAR MEETING
6:30 P.M. IN THE WEST ANNEX COMMISSION MEETING ROOM
AT 3031 TORRANCE BLVD.**

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

1. CALL MEETING TO ORDER

ROLL CALL: Commission members Craft, Habel, Hoover, Mayfield, Muhammed, Wright, and Chair: Mele

2. FLAG SALUTE

3. REPORT OF THE STAFF 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, April 2, 2026.

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 ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS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 comments 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 2 minutes per speaker**. If presenting handout material to the 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 commission member from the Consent Calendar and considered separately.

6A. Approve Commission Minutes: March 11, 2026

7. ADMINISTRATIVE MATTERS

7A. COMMUNITY SERVICES DIRECTOR – DISCUSS AND APPROVE COMMISSION DARK NIGHT FOR 2026.

Recommendation of the Community Services Director that the Parks and Recreation Commission discuss and approve the following Wednesdays as Parks and Recreation Commission dark nights for July 8, 2026 and/or November 11, 2026.

7B. COMMUNITY SERVICES DIRECTOR – RECEIVE AND FILE COMMUNITY SERVICES DEPARTMENT UPDATES

Recommendation of the Community Services Director that the Parks and Recreation Commission receive and file updates for the Community Services Department.

7C. COMMUNITY SERVICES DIRECTOR – ACCEPT AND FILE DEPARTMENT MONTHLY REPORTS.

Recommendation of the Community Services Director that the Commission accept and file 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 May 13, 2026, at 6:30 p.m. in the West Annex Commission Meeting Room.



**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, March 11, 2026, at the West Annex Commission meeting room, Torrance City Hall 3031 Torrance Boulevard

ROLL CALL/MOTION FOR EXCUSED ABSENCE

Present: Commissioners Craft, Habel, Mayfield, Wright and Chair Mele

Absent: Commissioner Hoover and Muhammed

Also Present: Community Services Director Stevens,
Recreation Services Manager Craig

2. FLAG SALUTE

The pledge of Allegiance was led by Commissioner Wright.

3. REPORT ON THE POSTING OF THE AGENDA

Community Services Director Stevens 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, March 5, 2026.

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

MOTION: Commissioner Mayfield requested an excused absence for Commissioner Muhammed; Commissioner Wright seconded the motion; a roll call vote reflected a vote of 5-0 with Commissioners Hoover and Muhammed absent.

MOTION: Commissioner Wright requested an excused absence for Commissioner Hoover; Commissioner Mayfield seconded the motion; a roll call vote reflected a vote of 5-0 with Commissioners Hoover and Muhammed absent.

5. ORAL COMMUNICATIONS

None

6. CONSENT CALENDAR

6A. APPROVAL OF MINUTES: February 11, 2026

MOTION: Commissioner Wright moved to approve the minutes of February 11, 2026, Commissioner Mayfield seconded the motion; a roll call vote reflected a vote of 4-0, with Commissioner Craft abstaining and Commissioners Hoover and Muhammed absent.

7. ADMINISTRATIVE MATTERS

**7A. COMMUNITY SERVICES DIRECTOR – RECEIVE PRESENTATION OF THE 2025
MADRONA MARSH PRESERVE AND NATURE CENTER ANNUAL REPORT**

Liz Evans, Manager/Naturalist presented the report for the item, outlined the visitor attendance for 2025, explained the various conservation activities, documented the volunteer contributions to the Center, and highlighted events and restoration activities which had occurred throughout the year. She discussed the Center's collaborations with local Native communities and highlighted upcoming events in 2026.

MOTION: Commissioner Mayfield moved to accept and file the presentation of the 2025 Madrona Marsh Preserve and Nature Center Annual Report. Commissioner Wright seconded the motion. The motion passed with Commissioners Hoover and Muhammed absent.

7B. COMMUNITY SERVICES DIRECTOR – RECEIVE AND FILE STATUS UPDATE ON COMMUNITY OUTREACH PLAN FOR THE POSSIBLE RENAMING OF COLUMBIA PARK

Management Aide Brent Abelson presented the report and discussed how the Commission's concerns on the proposed outreach plan had been addressed and listed the updates and revisions to the survey. He confirmed that planning meetings with homeowners and neighborhood associations would be scheduled and a new section for "Outreach Events" would be included on the outreach plan. He announced that the landing page would go live by March 13 with a link and a QR code to direct respondents to the survey.

In response to a question from Commissioner Habel, Community Services Director Stevens stated that the ultimate decision on the project would be made by the City Council, but confirmed that the Commission could make a recommendation to the Council.

There was no public comment.

MOTION: Commissioner Mayfield moved to receive and file status update on Community Outreach Plan for the possible renaming of Columbia Park. Commissioner Craft seconded the motion; a roll call vote reflected a vote of 5-0, with Commissioners Hoover and Muhammed absent.

7C. COMMUNITY SERVICES DIRECTOR – RECEIVE AND FILE COMMUNITY SERVICES DEPARTMENT UPDATES

Community Services Director Stevens presented the report for the item:

- City Librarian Recruitment bulletin was live
- Movie Night Soccer Clinic had been held on Saturday March 7 at 4 p.m. at Wilson Park
- Cherry Blossom Festival – Sunday March 29, 11 a.m. to 4:00 p.m. at Columbia Park
- Torrance Dodger Day- Sunday, August 16 at 1:10 p.m. vs Brewers

Capital Projects Update:

- Wilson Park/Jefferson Street Frontage Improvements would be advertised for bid by Public Works later this month
- Columbia Park WWII Monument was now officially named WWII Japanese American Incarceration Monument
- Paradise had reached 30% in design and the CEQA would begin soon.
- El Nido Park was in the CEQA process.

MOTION: Commissioner Habel moved to receive and file the Community Services Department Updates. Commissioner Mayfield seconded the motion; a roll call vote reflected a vote of 5-0, with Commissioners Hoover and Muhammed absent.

7D. COMMUNITY SERVICES DIRECTOR - ACCEPT AND FILE DEPARTMENT MONTHLY REPORTS

Administrative Services

Park Ranger Supervisor Arevalo presented the report for the item and discussed coyote sightings and noted the number of pet licenses that had been purchased in February.

Community Services Director Stevens discussed the Farmer's Market products and revenue, and provided Community Gardens' information and HIP Program updates.

Park Services

Community Services Director Stevens presented the report for February 2026 by districts.

Recreation Services

Recreation Services Manager Craig presented the Recreation Services Monthly Report for February 2026, included in the material of record. He noted that the drop-in Pickleball program had increased to three days a week and added that there had been tree trimming at Sea-Aire golf course. He announced that there were a total of four adaptive sports basketball teams and noted that the Pancake Breakfast would be held on April 11, in support of the Beat the Odds scholarship program. He discussed the Older American Award program and noted that submission forms were now available. He reported that all Seniors at the Valentine's Day luncheon at the Bartlett Center had received a Valentine's Day card from the after-school-program participants.

MOTION: Commissioner Mayfield moved to accept and file the monthly staff reports. Commissioner Wright seconded the motion; a roll call vote reflected a vote of 5-0, with Commissioners Hoover and Muhammed absent.

8. COMMISSION ORAL COMMUNICATIONS

None

9. ADJOURNMENT

9A. Adjournment of Parks and Recreation Commission meeting to Wednesday, April 8, 2026

MOTION: At 8:04 p.m., Commissioner Habel moved to adjourn the meeting to Wednesday, April 8, 2026 at 6:30 p.m., at the West Annex Commission meeting room, Torrance City Hall. The motion was seconded by Commissioner Mayfield and a roll call vote reflected a vote of 5-0, with Commissioners Hoover and Muhammed absent. The motion passed.

TO: PARKS AND RECREATION COMMISSION
FROM: TED STEVENS, COMMUNITY SERVICES DIRECTOR
SUBJECT: DISCUSS AND APPROVE COMMISSION DARK NIGHT FOR 2026

RECOMMENDATION

Recommendation of the Community Services Director that the Parks and Recreation Commission discuss and approve the following Wednesdays as Parks and Recreation Commission dark nights for July 8, 2026 and/or November 11, 2026.

DISCUSSION

It is customary for the Parks and Recreation Commission to meet on the second Wednesday of each month. Up until 2023, the Commission was dark in July to host various community events and allow staff to focus on the summer programming. This adjustment did not affect regular commission business or community engagement.

Notably, this November, the second Wednesday of the month falls on Veteran's Day, a City observed holiday. Typically, when a commission meeting falls on a city observed holiday, the commission can select an alternative date within the same month to meet or approve a dark night for that month.

Staff is recommending that the Commission discuss and approve the designation of one or both of the following dates as Commission Dark Nights for the year 2026: July 8 and/or November 11 (Veteran's Day).

Respectfully submitted,



Ted Stevens
Community Services Director

TO: PARKS AND RECREATION COMMISSION
FROM: TED STEVENS, COMMUNITY SERVICES DIRECTOR
SUBJECT: COMMUNITY SERVICES DEPARTMENT UPDATE

RECOMMENDATION


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

- City Library Closure
- Hickory Park futsal pitch donation
- National Animal Care and Control Appreciation week (April 12-18)
- Torrance received a \$500,00 competitive grant award from LA County RPOSD for planning and design of El Nido park.
- Discussion regarding potential Dark Night (*July 8 - Summer programming; November 11 – Veterans Day*)

Capital Projects Update:

- Wilson Park pickleball court construction updates
- Columbia Park WWII Monument is out for bid
- Paradise Park is at 70% design
- Alta Loma Playground is in contract approval

Respectfully submitted,



Ted Stevens
Community Services Director

7C - MONTHLY REPORTS
MATERIALS AVAILABLE AT MEETING