

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 7:00 p.m. in the West Annex Commission Meeting Room. All meetings are open to the public.

**TORRANCE PARKS AND RECREATION COMMISSION AGENDA
WEDNESDAY, OCTOBER 12, 2022
REGULAR MEETING
6:30 P.M. IN THE WEST ANNEX COMMISSION MEETING ROOM
AT CITY HALL, 3031 TORRANCE BOULEVARD
TORRANCE, CA 90503**

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

1. CALL MEETING TO ORDER

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

2. FLAG SALUTE: Commissioner Montoya

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 6, 2022 /s/ Rebecca Poirier

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 ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS

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

This portion of the meeting is reserved for public comment on items on the agenda or on topics of interest to the general public. Under the Ralph M. Brown Act, Commissioners cannot act on items raised during public comment but may respond briefly to statements made or questions posed; request clarification; or refer the item to staff. Speakers under this Public Comment period will have no longer than 1 minutes per speaker. Your comment to the Commission meeting will be recorded as part of the meeting. By staying in the meeting and making public comment during the meeting, you are agreeing to have your comment recorded.

6. CONSENT CALENDAR

Matters listed under the Consent Calendar are considered routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If discussion is desired, that item will be removed by a Commissioner from the Consent Calendar and considered separately.

6A. APPROVAL OF MINUTES

Recommendation of Community Services Director that your Honorable Body approve the Parks and Recreation Commission minutes of June 8, 2022 and September 14, 2022.

7. ADMINISTRATIVE MATTERS

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

Recommendation of the Community Services Director that the Parks and Recreation Commission receive and file updates on the status of programming and projects in the City of Torrance:

- Pandemic Reconstitution and Reopening
- Torrance Theater Company - “Paragon Springs”
- The 44th annual Excellence in Arts Awards
- The 42nd annual Turkey Trot Fun Run
- City Council, September 27, 2022 meeting - Coyote Trapping item

7B. COMMUNITY SERVICES DIRECTOR – REVIEW DEPARTMENT MONTHLY REPORTS

Recommendation of the Community Services Director that the Parks and Recreation Commission review the Department Monthly Reports for:

- Administrative Services
- Park Services
- Recreation Services

8. COMMISSION ORAL COMMUNICATIONS

9. ADJOURNMENT

- 9A.** Adjournment of the Parks and Recreation Commission Meeting to Wednesday, November 9, 2022 at 6:30 p.m.

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

1. CALL TO ORDER

The Torrance Parks and Recreation Commission convened in regular session at 6:30 p.m. on Wednesday, June 6, 2022, via teleconference or other electronic means.

ROLL CALL/MOTION FOR EXCUSED ABSENCE

Present: Commissioners Feliz, Mataalii, Mele, *Montoya, Muhammed and Chairperson Candioty

Absent: None

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

*Commissioner Montoya arrived at 6:34 p.m.

2. FLAG SALUTE

The pledge of Allegiance was led by Commissioner Feliz.

3. REPORT ON THE POSTING OF THE AGENDA

Chairperson Candioty stated that the agenda for the Torrance Parks and Recreation Commission was posted on the Public Notice Board on June 2, 2022.

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

Community Services Director La Rock requested that the Commission vote to move item Consent Calendar Item 6D from the Consent Calendar to Administrative Matters, to be considered before Item 7A.

MOTION: Commissioner Feliz moved to move item Consent Calendar Item 6D from the Consent Calendar to Administrative Matters, Item 7, to be considered before Item 7A. Commissioner Mele seconded the motion; a roll call vote reflected 5-0 approval.

(*Commissioner Montoya absent – arrived at 6:34 p.m.)

5. ORAL COMMUNICATIONS #1

Jeff and Debbie Martin presented an update the number of players for pickle ball at the park and noted that he would share the results of the survey that they had conducted with the City.

6. CONSENT CALENDAR

6A. APPROVAL OF MINUTES: May 11, 2022

Commissioner Feliz requested to correct the spelling of his last name on page 4, under adjournment.

MOTION: Commissioner Montoya moved to approve the Commission meeting minutes of May 11, 2022, as amended. Commissioner Feliz seconded the motion; a roll call vote reflected 6-0 approval.

6B. ACCEPT DOG OBEDIENCE CLUB DONATION FOR USE TOWARD THE CITY PARKS DOG BAG PROGRAM

MOTION: Commissioner Feliz moved to accept the Dog Obedience Club donation for use toward the City Parks dog bag program. Commissioner Muhammed seconded the motion; a roll call vote reflected 6-0 approval.

6C. RECOMMENDATION THAT COMMISSION APPROVE THE PROCLAMATION DECLARING THE MONTH OF JULY AS PARKS AND RECREATION MONTH IN THE CITY OF TORRANCE

Community Services Director La Rock explained that the Proclamation was part of a nationwide declaration of the month of July as Parks and Recreation Month.

MOTION: Commissioner Mele moved the recommendation that the Commission approve the Proclamation declaring the month of July as Parks and Recreation Month in the City of Torrance. Commissioner Feliz seconded the motion; a roll call vote reflected 6-0 approval.

6D. RECOMMENDATION THAT THE COMMISSION NOMINATE AND ELECT THE CHAIR AND VICE CHAIR OF THE PARKS AND RECREATION COMMISSION FOR 2021-2022.

(Moved for Consideration under Item 7)

7. ADMINISTRATIVE MATTERS

6D. RECOMMENDATION THAT THE COMMISSION NOMINATE AND ELECT THE CHAIR AND VICE CHAIR OF THE PARKS AND RECREATION COMMISSION FOR 2022-2023

Commissioner Feliz nominated Chairperson Candioly as Chair.

Commissioner Muhammed and Commissioner Montoya nominated Commissioner Mataalii as Chair.

Chairperson Candioly declined the nomination and nominated Commissioner Mataalii as Chair.

MOTION: Commissioner Feliz moved to approve the nomination of Commissioner Mataalii to Chair of the Parks and Recreation Commission for 2022-2023. Commissioner Mele seconded the motion; a roll call vote reflected 6-0 approval.

Commissioner Montoya nominated Commissioner Muhammed for Vice Chair.

MOTION: Commissioner Mataalii moved to approve the nomination of Commissioner Muhammed to Vice Chair of the Parks and Recreation Commission for 2022-2023. Chairperson Candioly seconded the motion; a roll call vote reflected 6-0 approval.

The Commission thanked Chair Candioly for his leadership as Chair.

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

- Pandemic Reconstitution and Reopening
Director La Rock reported that the City was continuing to evaluate the COVID situation and adjust to the appropriate protocol. He noted that the City was looking to restaff to maintain adequate staff levels to serve the public.
- Commission Appointments
Director La Rock announced that City Council would make Commission appointments on June 14, 2022.
- Armed Forces Day Concert
Director La Rock thanked the staff and the Commission for their support of the Armed Forces Day and concert.
- Park Service Day
Director La Rock reported that Park Service Day would take place at Guenser Park on July 23, 2022 and added that there was a flyer attached to the meeting agenda.

7D. COMMUNITY SERVICES DIRECTOR- Review Department Monthly Reports

- Administrative Services
Administrative Analyst Lee presented the Administrative Services Division Report for May 2022, included in agenda packets. He highlighted Facility Bookings and picnic and park building reservations. He discussed the Facilities Revenue report, an increase in filming permits, pool and hockey rink usage, and the Ranger Program. He discussed a continuing problem with dogs off leash and noted that Registration for summer programs had begun in May. He added that Home Improvement had spent half the month working on foundations for the tiny homes village project at the Civic Center.
- Park Services
Park Services Manager Drake presented the Park Services Monthly Report for May 2022, which was not included in the packet, but would be emailed to Commission members. She noted that 3 of the 5 of the vacant positions had been filled this month, including 2 new supervisors. She stated that Park Services had continued their support of Recreation. Her review included reports on Park/Facilities crews tree trimming projects and tree removals, repairs of lights and removal of weeds at Madrona. She added that the grant at Newton Triangle was proceeding well and included training on native plant installation. She noted that the Picnic Shelter at Torrance Park was $\frac{3}{4}$ completed and all the fields at Columbia Park would be closed for the next 2 months for turf management. She reported that Park Services had provided trenching, back filled and filled in under the tiny homes village project, as well as providing the dog run. She listed the number of volunteer hours and discussed the ongoing McCallum family conservation project at the City yard, as well as other Eagle Scout projects and reviewed the number of birds born this season. She announced that tours for schools and organizations continued at Madrona and habitat restoration days had been held.
- Recreation Services
Recreation Services Manager Craig presented the Park Services Monthly Report for May 2022, included in the material of record. He reminded the Commission that summer hours at the Plunge would begin on June 17. He noted that Youth sports summer basketball league had begun and that Youth Cheer Program would be extended into the fall. He stated that adult basketball and softball leagues were full to

capacity. He stated that the gym floor had been re-surfaced during the week of May 8. He discussed the Memorial Day tournament at Sea Aire Golf Course and noted that Senior Program Specialist Larry Johnson had been specially recognized for his 45 years of service at the course. He announced that Summer Camp registration had sold out and now had a waiting list. He stated that Recreation was looking to recruit more staff to accommodate those on the waiting list. He reported that the first Movie in the Park would be held June 25 at McMaster Park and detailed the activities of the adaptive recreation program, which included a pickle ball program. He noted that the Attic Teen Center had conducted a well-attended mental health month in May, provided another Senior Tech Day at Bartlett Center and were preparing to paint their Happy-to-Chat Park bench. He announced the three winners of the Older American Award presented by the Commission on Aging. He stated that staff hoped to re-open the Tillum Center for the summer.

8. COMMISSION ORAL COMMUNICATIONS

Chairperson Candioly thanked the staff and the Commissioners for their support.

The members of the Commission thanked Chairperson Candioly for his service and leadership as Chair of the Commission.

Commissioner Feliz thanked the Commissioners for his time on the Commission.

9. ADJOURNMENT

9A. Adjournment of Parks and Recreation Commission meeting to Wednesday, August 10, 2022

MOTION: At 7:36 p.m., Chairperson Candioly moved to adjourn the meeting to Wednesday, August 10, 2022 at 6:30 p.m., via teleconference or other electronic means. The motion was seconded by Commissioner Feliz and a roll call vote reflected 6-0 approval.

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**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 14, 2022, at the West Annex Commission meeting room, Torrance City Hall.

ROLL CALL/MOTION FOR EXCUSED ABSENCE

Present: Commissioners Craft, Mele, Montoya, Muhammed and Chairperson Matalii

Absent: Commissioners Candioly and Habel

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

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

2. FLAG SALUTE

The pledge of Allegiance was led by Commissioner Mele.

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 on September 8, 2022.

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

Community Services Director La Rock noted that there was a supplemental item for Item 7A; a color flyer for the Coastal Cleanup Day.

5. ORAL COMMUNICATIONS #1

None.

6. CONSENT CALENDAR

6A. APPROVAL OF MINUTES: August 10, 2022

MOTION: Commissioner Mele moved to approve the Commission meeting minutes of August 10, 2022, as submitted. Commissioner Craft seconded the motion; a roll call vote reflected 5-0 approval. (Absent Commissioners Candioly and Habel)

7. ADMINISTRATIVE MATTERS

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

- Director La Rock announced the appointment of City Council Member Bridgett Lewis to District 2.
- Pandemic Reconstitution and Reopening
Director La Rock reported that indoor restrictions would continue to be lessened, but noted that absences due to contact to COVID or COVID cases, as well as vacancies, continued to impact staffing levels.
- Coastal Cleanup Day
Director La Rock announced the Coastal Cleanup Day was scheduled for September 17 at Torrance Beach.
- El Retiro Library Reopening
Director La Rock noted that the El Retiro Library would officially reopen on Saturday September 17, after being closed for repairs, remodeling and system upgrades.
- Cooling Centers
Director La Rock noted during the heat wave there had been cooling centers open at the City libraries (Monday-Saturday) and at the Dee Hardison Sports Center on Sunday. He added that the centers would open again if the hot weather returned.

7B. COMMUNITY SERVICES DIRECTOR- Review Department Monthly Reports

- Administrative Services
Administrative Analyst Lee presented the Administrative Services Division Report for August 2022, included in agenda packets. He highlighted Facility Bookings and picnic and park building reservations. He noted that there continued to be problems of dogs off leash. He added that Home Improvement had completed 12 household projects and had an additional 6 ongoing projects. He discussed the Farmer's Market and the Community Gardens. He announced that Assembly Member Al Muratsuchi had presented the California Small Business Association Small Business of the Year award to Torrance Batting Cages at Wilson Park.
- Park Services
Director La Rock discussed the report from Park Services Manager Drake for the month of August and noted that the hours and days of operation of the Splash Pad had been extended due to the residential water restrictions. He explained that turf management for the Columbia Park soccer fields had been completed, but that the re-seeding had not been completely successful and staff continued to investigate solutions and maintain contact with the AYSO for updates and concessions when possible. He stated that new signage was on order for Columbia Park and Los Arboles Park which would list the park hours, as well as signs for Miramar Park which explained that dogs were not allowed off leash. He noted that the signage would assist in enforcing the regulations. He announced that there would be a native plant sale at Madrona Marsh on October 1.

- Recreation Services
Recreation Services Manager Craig presented the Park Services Monthly Report for August 2022, included in the material of record. He noted that the number of bookings and reservations was slightly lower due to the heat wave. He explained that August was the start of fall for the after school and Adult league sign-ups and that 1830 registrations had been processed. He noted that due to staff shortages some aquatic programs and rentals had had to be cancelled. He reviewed the success of the Summer Youth Co-Ed basketball Program. He stated that registration for Youth Flag football and Cheer programs had concluded and added that the football season was projected to begin on September 24 at Wilson Park. He added that the Adult basketball and softball leagues began their seasons the week of September 11. He reported that the rink's truss structure was being repainted and noted that the rink had acquired a set of Futsol goals, which were available for rent. He announced that the after-school program was in operation at eight TUSD elementary school campuses, currently with 206 participants enrolled, and added that staff hoped to be able to begin programs soon at the middle school sites. He invited the Commission to the Halloween movie event on Saturday, October 29 at Wilson Park. He noted that Adaptive Recreation now had over 120 members and reported that all three Senior Centers were now open.

MOTION: Commissioner Craft moved to accept and file the department Monthly Reports. Commissioner Mele seconded the motion; a roll call vote reflected 5-0 approval. (Absent Commissioners Candioly and Habel)

8. COMMISSION ORAL COMMUNICATIONS

Director La Rock announced that Mayor Chen's State of the City address would be on Friday, September 16 at the Doubletree Hotel and noted that the registration link was on the City's website.

9. ADJOURNMENT

9A. Adjournment of Parks and Recreation Commission meeting to Wednesday, September 14, 2022.

MOTION: At 7:23 p.m., Commissioner Montoya moved to adjourn the meeting to Wednesday, October 12, 2022 at 6:30 p.m., at the West Annex Commission meeting room, Torrance City Hall. The motion was seconded by Commissioner Muhammed and a roll call vote reflected 5-0 approval. (Absent Commissioners Candioly and Habel)

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TO: PARKS AND RECREATION COMMISSION

FROM: JOHN LA ROCK, COMMUNITY SERVICES DIRECTOR

SUBJECT: COMMUNITY SERVICES DEPARTMENT UPDATES

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

- Pandemic reconstitution and reopening
 - Masking is now based on Personal Preference at City facilities and programs; Masking for City Transit is Strongly Recommended
 - COVID positive cases and close contacts continue to occur amongst the staff, causing negative workforce impacts
 - Staffing remains a challenge as the City competes with higher wages from employers seeking to capture available entry-level employees
- Torrance Theater Company has opened “Paragon Springs” at the theater on Cabrillo and the Torrance Art Museum has opened two new exhibits.
- The 44th annual Excellence in Arts Awards will be held on October 22 at 2:00pm in the Toyota Meeting Hall. Information and event RSVP available at: <https://arts.torranceca.gov/the-arts/excellence-in-arts-awards/excellence-in-arts-homepage>
- The 42nd annual Turkey Trot Fun Run will be held on November 24 at 8:00am. Volunteers are needed to work alongside City staff. Interested parties may call (310) 618-2930 for more information.
- City Council, at their meeting on September 27, approved coyote trapping for one year with the addition of weekends. Park spaces are regularly monitored for coyote activity and to minimize likely habitat and attractants.

Respectfully submitted,



John La Rock
Community Services Director

TO: PARKS AND RECREATION COMMISSION
FROM: JOHN LA ROCK, COMMUNITY SERVICES DIRECTOR
SUBJECT: ADMINISTRATIVE SERVICES DIVISION REPORT – SEPTEMBER 2022

PARK RANGER PROGRAM – Victor Arevalo, Program Supervisor

During the month of September, the Park Ranger program continued its weeknight and daytime weekend patrols of all City parks with a heavy focus on assisting field permit holders and picnic reservations.

Parks

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

	September	YTD
Alcohol Violations	10	120
Amplified Sound	8	51
Bouncer Violations	3	17
Citizen Assist	25	138
Defiant/Disruptive Subjects	6	41
Dogs Off Leash Violations	90	1193
Fire Call-Outs	0	2
Graffiti Hotline	81	578
Hazard Report/Removal	12	104
Maintenance/Park Call-Outs	6	46
Marijuana/Smoking/Vaping	5	91
Miscellaneous	0	6
Missing Subjects	0	0
Park Damage	0	55
Parking Violations	22	217
Permit Issues	9	92
Police Call-Outs	2	22
Ranger Call-Outs	33	214
Skating/Biking Violations	0	19
Suspicious Subjects	0	22
Unhoused Subject Contacts	42	224
Unhoused Subject Welfare Checks	26	185
Trespassing on Closed Fields	5	6
Unpermitted Food/Street Vendor Contacts	2	7

- Departure of Ranger Woods who accepted a position with the Attic Teen Center program.
- Rangers supported final Concert and LMU Cross Country Meet at Wilson Park.
- Rangers contacted an unpermitted business running after school activities at Lago Seco Park; no further occurrences, neighbors pleased.

- Rangers assisted in stopping soccer players from disabling fencing and playing on closed field at McMaster Park.
- Weekday afternoon Library patrols have increased to up to four times a week, up from twice a week.
- Daily welfare checks of Wilson Park unhoused, health status is shared with City Manager's Office.
- Dogs off leash and graffiti continue to register high number of occurrences.
- Outreach efforts continue at Guenser Park, La Carreterra Park, Columbia Park, and Wilson Park to assist unhoused connect with assistance programs.

HOME IMPROVEMENT PROGRAM – Shawn Plunkett, Program Supervisor

During the month of September, the Home Improvement Program completed projects at 13 households, with ongoing projects at 8 additional households.

	September	YTD
Carpentry	5	62
Electrical	5	35
Miscellaneous	4	45
Paint	0	0
Plumbing	6	63
COVID-19	0	0
Total number of services provided	20	205

FARMER'S MARKET PROGRAM – Shane Lee, Administrative Analyst

September brought the last of the summer seasonal produce to the Farmer's Market, such as stone fruits, plums, and melons. There will be more of an abundance of grapes, apples, pomegranates, beets, pumpkins, and persimmons, amongst other fruits and vegetables, in the fall season. The Tuesday Market also introduced a new vendor selling Korean marinated meats. The Farmer's Market continues review and promote farmers and vendors for both the Tuesday and Saturday Markets.

During the month of September, the Farmer's Market continued operating every Tuesday and Saturday. Average attendance for Tuesdays was 5,878 and for Saturdays was 13,529. Revenue total for Tuesdays is \$21,188.91 and for Saturdays is \$71,744.02. Including promotional revenue to the City, total revenue from the Farmer's Market Program for the month of September is \$263,598.80.

ANIMAL CONTROL PROGRAMS – Shane Lee, Administrative Analyst

During the month of September, coyote abatement services continued its Monday through Friday trapping frequency and the City's pet licensing program has continued servicing Torrance residents.

Coyote Report

At the September 27, 2022 City Council meeting, the Council directed staff to approve an amendment to the contract services agreement with the coyote abatement services vendor. This

amendment extended the contract for another year, from October 8, 2022 to October 7, 2023, and allows the City and the Vendor to continue extending the contract for two additional one-year extensions. This amendment also changed the scope of services from a Monday through Friday trapping frequency to Monday through Sunday frequency.

During the month of September, there were 29 reported encounters of coyotes by the public, with 1 coyote captured by the vendor.

Type of Coyote Encounter	September
Sighting Reported by Public	22
Dog Attack	0
Cat Attack	0
Dog Attack Resulting in Fatality	0
Cat Attack Resulting in Fatality	6
Wild Animal Fatality of Unknown Origins	0
Injured Coyote	1
Total Encounters	29

	September	Trapping Period YTD
Coyotes Trapped	1	31
Carrion (non-trapped)	1	7
Total	2	38

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 511 licenses were sold. 466 of these were purchased through DocuPet's online portal and 45 were purchased offline by mail. Total revenue received by the City will be approximately \$16,005.81.

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

For a year-over-year comparison, in September 2021, there were a total of 534 license sales which resulted in revenue of \$14,587.80. This was with the previous pet licensing services provider, PetData.

Respectfully submitted,



John La Rock
Community Services Director

TO: PARKS AND RECREATION COMMISSION
FROM: TRACY DRAKE, PARK SERVICES MANAGER
SUBJECT: PARK SERVICES DIVISION REPORT – September 2022

In addition to the regular maintenance of all parks and rental facilities including mowing, edging, weeding, tree trimming and maintenance of playgrounds, picnic areas, irrigation system adjustments and repairs, Splash pad maintenance, all game courts and restroom cleaning, here are some additional tasks completed by our crews:

NORTH CREW:

Civic Center

- Completed Irrigation supply lines for County Landscape Project on Civic Center Dr.
- Turf Maintenance performed weekly

Downtown

- Serviced and cleaned Kennedy Fountain Memorial

Guenser

- Multiple irrigation mainlines repaired

Torrance

- Pressure washed band shell and picnic shelter for reservations
- Trimmed hedges along Arlington and west parking lot
- Asphalt repaired in driveway

Wilson

- Turned off splash pad for end of season
- Weed abatement and cleaned up west parking lot
- Adjusted security and court light timers due to power outage
- Performed maintenance at softball fields
- Weed abatement and mulched Jefferson parkway
- Maintained and watered new trees

All Parks

- Inventory lists for each park which documents counts of several park amenities such as trash cans, barbecues, benches and tables (both dedicated and non-dedicated), picnic tables, seating benches, restroom and dog stations.

SOUTH CREW:

Bindewald

- Restored power to irrigation and path light

City Yard

- Weed abatement continued on a weekly basis
- Dump facilities maintained on a daily basis
- Irrigation installation completed and soil prepped for planting
- Nursery attended to and maintained

Columbia Park

- Community Garden hose bib repaired

El Retiro Park

- Trimmed hedges around community center

Entradero Park

- Monthly Water meter readings were recorded
- Removed damaged Elm and large downed limb from picnic area

Los Arboles Park

- Replaced 2 vandalized picnic table

Sea Aire Golf Course

- Aerated greens

Seaside Heroes Park

- Picked up resident mulch donation and delivered for monthly volunteer group

DIVISIONAL CREW:

Turf Management Monthly

- Completed Columbia park field 3 Water main break repairs additional # 27A dirt leveling was required for low wet areas from pipe break. All Fields remain open for use at this time. Recreation was notified of previous repairs.
- Mc Master park field renovation is under way. Rental and installation of temporary fence to facilitate field closure. Dirt leveling and seeding have been completed and Irrigation upgrades are being installed at the baseball field while the field is closed. Estimated opening date is October 31st .

Projects Crew Monthly

- Delthorne Park - Concrete pour at restrooms is completed. West side bridge repairs completed with placement of large boulders to mitigate dirt loss at bridge footing.
- Columbia Park - Completed large water main break at field #3.
- Guenser Park - Basketball court fencing remains in place while seeking bids for the resurfacing of the court.
- Seaside Heroes Park – completed second Right of Entry procedure for wall damage from car accident at additional north resident. Unseen damage to the wall extended to the neighboring property. Wall demolition completed and first phase of new wall install is in process. Completed acid staining of last 2 concrete balls on the west side.
- Wilson Park - Completed fence repairs due to Eucalyptus tree limb failures and subsequent damage to multiple areas along south the fence from Live Steamers to SCROC to the West baseball diamonds
- Completed gate and fence repairs at Scout center to secure the area behind the building
- Columbia Park - completed installation and removal of bleachers for Bocce ball tournament
- SunnyGlen - completed concrete preparations at south west walking path. Concrete will be ordered for truck delivery during the first week of October.
- Assisted in the completion of the Civic Center mainline water pipe installation
- Completed Tiny Homes concrete pad for new mailboxes being installed
- Began installations of signage for dog leash requirement and no bird feeding at these parks: Los Arboles, Columbia, Entradero, Miramar

Mow Crew Monthly

- All parks are currently on track with occasional delays due to staffing (COVID, sick or vacation). Crews have been redirected from their usual routes, as needed.
- Adjustments to mowing strategies in anticipation of water shut off for Sept 6th to the 20th. Mowing decks were raised to leave the grass longer during the shut off. Water and decks returned to normal settings once shut off was completed.

- Employees continue to train on Big Red and training on zero turn Toro mower.
- Spray certification candidates continue to study for future certificate testing.
- Completed multiple tree emergency tasks due to limb failures at: Descanso, Sunnyglen, La Romeria, Paradise, Sur LaBrea, Hickory, Los Arboles, Entradero, Wilson and Mc Master. Aerial truck use allowed by Public Works Department, operated by Parks staff.

Baseball field Diamonds

- Completed service to all ball diamonds at: Guenser, McMaster, Columbia, El Nido, La Romeria, Walteria, and De Portola. Staff is currently on track with regular in-field grooming and minor mound repairs. Infield watering is increased as needed.
- Employees continue training on ball field service techniques.
- Employees continue training fellow employees on all aspects of ball diamond service as time permits.

Additional Projects

- Wilson Park – Watering of Eucalyptus tree at Pavilion parking lot. Continued water service to tree wells with 55 gallons of portable clean water. This will continue bi-monthly until heat is dissipated.
- Online Harassment Training Completed by all mowing and projects staff.
- Pickup and delivery of flag donation to Katy Geissert Library from former Councilwoman Ashcraft.

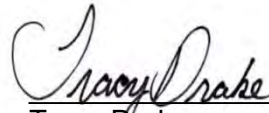
MADRONA MARSH PRESERVE AND NATURE CENTER

- Toured El Camino College Zoology class and performed a mini bio survey. Will conduct follow-up tour at conclusion of semester to compare findings from two data point calendar dates.
 - Curriculum consists of bio survey which is performed by observation at the Marsh
- Provided docent training to new and continuing docents. Course consists for a two-week curriculum.
 - Docents trained using curriculum that meets CA education standards for K-12.
 - Training in plants, birds, insects, interpretation of nature, among others.
- September attendance figures (by hard count/projected count)
 - 550 / 730 = visitors to the Preserve.
 - 193 / 351 = visitors to the Nature Center.
- Staged 1,000 plants for CA Native Plant Society (charitable org.) plant sale for October.
 - Yearly sale to benefit saving California's native plants and places.
 - CA. has 6,500 native plants, more than any other state
 - 2,428 CA. plants are considered rare.
- Fire and power outage at Marsh and surrounding area closed facility.
 - Fire occurred on Sept 20th on east side of marsh along Maple Ave about 12:30 PM.
 - Arcing observed on power lines, with one line coming down.
 - Fire extinguished by TFD.
 - Power out for rest of day. Nature Center closed as was the Preserve.
- Third "Study Skins" workshop held at the Nature Center.
 - Class teaches students the art of preserving ornithological study skins.
 - We may offer this class on periodic basis, as there are so few classes where students can obtain this knowledge.

- Clean-up work at 236th and Arlington neighborhood mini-park - ongoing.
 - Continuing with process of watering and weeding cycles to remove problem plants and grasses.
- Planning for Star Party astronomical observation program scheduled for October
 - Put on by Riverside Astronomical Society
- UCLA Sustainability Lab and The Nature Conservancy will be performing population genetics study of Coastal buckwheat.
 - This is a follow-on to last year's Coast buckwheat DNA and soil analysis study conducted by UCLA.

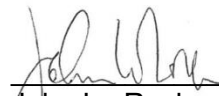
Our current active programs are: Tyke Hike, Friday Fun, Nature Stories & Crafts, Nature Walk, Audubon Bird Walk, Exploring Henrietta Basin, and Night Hike on the Preserve, Senior Stroll, Propagation Society, and Habitat Restoration.

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 SEPTEMBER 2022

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

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

Facility Booking

During the month of September:

- Field Bookings:
 - Staff issued 35 short-term, 2 hour permits for fields
 - Long-term field users were issued on 533 occasions
 - There were 0 softball tournaments held at Wilson

Multi-Purpose Court Reservations	
Private	0
City Classes	8
Inquiries	4

- Picnic Reservations:
 - A total of 178 picnic reservations with approximately 10,813 guests were permitted
 - 84 bouncer permits were issued

Park	Picnics	Guests
Columbia Park	41	2731
El Nido Park	11	472
El Retiro Park	9	399
Hickory Park	8	344
Lago Seco Park	7	291
McMaster Park	4	100
Paradise Park	10	350
Torrance Park	14	735
Victor Park	6	275
Walteria Park	7	274
Wilson Park	61	4842

- Park Building Reservations:
 - 14 private rentals with a total of 374 guests
 - 368 non-profit organizations used the buildings

Building	Private	Non-Profit
Alta Loma Park	0	16
El Nido Park	0	46
El Retiro Park	3	17
Greenwood Park	0	163
La Romeria Park	3	20
McMaster Park	5	40
Sea-Aire Park *	0	17
Sur La Brea Park	0	24
Walteria Park	3	25
The Attic	0	0

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

Facilities Revenue Report:

REVENUE

	September	2022 YTD
		\$ -
Attic	\$ -	\$ -
Facility Reservations	\$ 2,130.00	\$ 19,231.28
Field Lights/Support	\$ 10,566.25	\$ 66,100.07
Field Prep	\$ 22.50	\$ 386.25
Filming Permits		\$ 6,000.00
Hockey Rink	\$ 13,197.00	\$ 51,648.52
Picnic Reservations	\$ 1,190.00	\$ 47,548.80
Pool Rental	\$ 16,418.55	\$ 121,979.46
Special Events	\$ 300.00	\$ 4,300.00
Sports Center	\$ 5,876.00	\$ 34,704.00
Torrance Art Museum		\$ -
LA Galaxy Sports Complex	\$ 75,302.18	\$ 339,363.04
Weddings	\$ 1,250.00	\$ 5,000.00
Monthly Total	\$ 126,252.48	\$ 696,261.42

Registration

September 11 was the start of the fall classes. Registration processed **595 enrollments** with a net revenue of **\$45,126.65** during the month of September.

The breakdown is as follows:

	Resident	Non-Res	Total Enrollments	Total Fees
Total	261	334	595	\$45,126.65
Staff	112	106	218	\$20,986.58
Web	149	228	377	\$24,140.07

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

Aquatics:

- Fall Classes were canceled due to lack of instructors. Staff are looking into the possibility of contractors teaching swim lessons.
- Recruitment continues for lifeguards at the Plunge.
- The drop-in lap swim accounted for 1,934 pool visits. Recreational swim had 166 swimmers.
- Long-term pool rental LAPS (Los Angeles Peninsula Swimmers) Master's Swim Team accounted for 268 pool visits.
- Long-term pool rental group, Swim Torrance has resumed swimming at the Plunge. They had 2,201 swimmers this month.

Youth Sports:

- The Fall Youth Co-Ed Flag Football League began their season on Monday, September 26 with the 6, 7 and 8 grade divisions. Divisions K through 5th grade started on Saturday, October 1. The Monday night 6, 7 and 8 grade division games are played between 6:30pm and 8:30pm followed by divisions K through 5th on Saturday mornings between 9:00 a.m. and 1:00 p.m. All games are played on the softball outfield grass at Wilson Park. The season is scheduled for eight weeks with a projected end date of Saturday, November 19.
- Cheer participants in 2nd through 8th grade will participate in a variety of cheerleading skills, dances and routines. The cheerleaders are scheduled to perform at the Monday Night and Saturday Morning Flag Football games at Wilson Park throughout the season. A final performance will take place on Saturday, November 19. Practice takes place during the week at the Dee Hardison Sports Center.
- The winter 2023 Youth Basketball online registration for K through 8th grade will open on Tuesday, October 4 for City of Torrance residents and on Tuesday, October 11 for non-residents. The league is projected to register a total of 680 participants.
- The Winter Youth Basketball League is projected to begin on Saturday, January 14, 2023, and run through March 2023. Games are scheduled to be played on Tuesday and Friday evenings, Saturday mornings, and afternoons at the Wilson Park Dee Hardison Sports Center gymnasium.

Adult Sports:

- The 2022 winter adult basketball season league is currently running three leagues on Sundays, two on Mondays, two on Wednesdays and two on Thursdays, with 51 teams playing in the season.
- The 2022 winter adult softball leagues run Sunday through Friday nights at Wilson Park. A total of 16 leagues are in season, with 94 teams registered for the season.
- The adult basketball and softball leagues are currently on their 5th week of games with a projected end date of late November to early December.
- The Wilson Park softball infields will be closed from Monday, October 3 to Friday, October 7, for infield laser grade and the addition of infield dirt mix.
- Adult Roller Hockey has continued their leagues at the Rink Monday through Saturday. On non-league days, rentals for practices and skate parties have been frequent.
- A lacrosse league began renting and using the Rink for practice and games in late September on Saturdays and Sundays.
- The Rink also has acquired a set of Futsal goals, allowing for futsal rentals at the Rink.

Sea-Aire Golf Course:

- With the Sea-Aire fall golf season in September, patrons played a very impressive 2,250 rounds.
- The cell tower maintenance at Sea-Aire began in early September, a majority of the project was finished by the end of the month, allowing fairway #1 to reopen.
- Due to the shorter daylight hours, the last tee-off time has been moved to 5:30 p.m. as of September 22.
- The humidity wreaked havoc with the greens, and are struggling with an infection of dollar spot disease. Park Services are working to bring the greens back to par with a fungicide treatment.
- The water restrictions are now lifted, and the ability to water is bringing back the fairways and greens.
- Congratulations to Michael Denson, Chelsea Hickichi, Isla Tamingo, Hank Chambers, Sophie Lasiter and Xavier Dasilva, the first place winners of the Labor Day Junior Golf Challenge.
- The Seniors and Women's golf clubs played throughout September.

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

After School Club Program:

The After School Club is currently operating at 8 Torrance Unified elementary school campuses. There are 214 participants enrolled. We have kept in contact with parents of Middle School participants, and are tracking future enrollment interest. When more staff are recruited and hired, we hope to open up more sites. In the meantime, current participants and staff have gotten to know each other and have enjoyed many back to school activities, games and crafts.

The After School Club will provide decorated pumpkins for display at the Halloween Movie in the Park event. This event will take place at Wilson Park on Saturday, October 29. With the participants help, each site will submit a pumpkin in hopes of winning a ribbon and a pizza party! In the past, City Commissioners have judged the displays and chosen ribbon winners.

Virtual Recreation:

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

- Youth Flag Football-program spotlight
- ECE-program spotlight
- We're Hiring – program spotlight
- Recreation program feedback – story
- Torrance Rec Division Training – program spotlight
- ASC – program spotlight
- Turkey Trot– program spotlight
- ATTIC Open House – program spotlight
- Sea-Aire Youth Golf Tournament– program spotlight



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

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

Special Events:

- Preparations for the Halloween Movie in the Park are underway. The event is scheduled for Saturday, October 29 from 5:00-9:00 p.m. at Wilson Park. The family event will include music by DJ Ozzie, a special performance by the City of Torrance Youth Cheer, a costume parade and a special viewing of Disney's Coco. A few of the most popular food vendors from the Torrance Market will be on hand selling delicious treats. The So Cal Live Steamers will be offering Halloween train rides from 5:00-9:00 p.m. The cost of each ride is \$7.00.



Early Childhood Education (ECE):

- Early Childhood Education is in full swing with 2 classes at Greenwood Park.
- We are lucky to have Shannon Gonzales, who was recently hired. Welcome Shannon!
- Fun and Friends have begun 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.
- Lollipop Tree class is learning how to recognize the alphabet, how to sit on a mat, raise their hands and be good listeners.

Adaptive Recreation:

- Social activities for the month of September included a walk along the Wilson Park walking path and a stop for ice cream at Bruster's Ice Cream. This was a really fun activity and a first time visit to the local ice cream shop. On Monday, September 26, a large group of 25

participants gathered at the Bartlett Senior Center for Bingo Night. The high enthusiasm during Bingo is always present. Fun prizes are awarded to the winners!

- On Saturday, September 24, bowling was held at Gable House Bowl with twenty-five bowlers. Bowling is one of the most popular social activities and is always well attended.
- Fall Special Olympics softball, soccer, and golf are underway. The City of Torrance Marvels softball team participated in the LA/SGV Special Olympics tournament at Mayfair Park in Lakewood on Saturday, October 1. The team won both games and awarded- First Place! The next tournament will be held on Saturday, November 5 at South Gate Park. A huge congratulation goes to the athletes and the awesome volunteer coaches.



- The Friends of Torrance Exceptional Athletes (FTEA) held the annual walkathon and picnic for all PALS members for the first time in two years. The turnout was fantastic and the Torrance Fire Department did not disappoint. All of the willing participants made a special visit to “cool down!” The picnic was held on Sunday, September 25, from 10:00 a.m. to 2:00 p.m. at El Nido Park.



THE ATTIC *Teen Center*:

A total of 704 students were in attendance for the month of September, this included guests and members. Students took advantage of THE CAFÉ for refreshing snacks to help endure the fall heat.

- September events included an Open House, Volleyball Tournament, Human Scavenger Hunt, Basketball Tournament and a Welcome Back Ice Cream Party.
- On September 14, the annual Open House was held from 4:00-6:00pm where 25 students/parents toured the facility and experienced what THE ATTIC has to offer.
- Movie days featured, “The Bee Movie” and “Spider-man”.



ATTIC Advisory Committee:

The monthly meeting was held on Monday, September 12 in THE ATTIC multi-purpose room at 6:00 pm. There were 10 committee members present.

- The Agenda items included reviewing the training day, Officer Elections and reviewing upcoming events.
- Committee members shared program proposal to host for the 2022-2023 school year as well as voted and discussed potential dates for events/mixers.

Youth Council (TYC): The TYC board met on Wednesday, September 7, 21, and October 5, 2022. Discussion and approval to excavate the TYC Time Capsule have been approved and scheduled for Thursday, November 10, 2022, at 10:00 a.m. at the site location, Delthorne Park. In addition, the board discussed the 2022/2023 Committees, and each member signed up for the committee they will be guiding for the year. Finally, the TYC began discussing their contribution to the 42nd Annual Harry Sutter Memorial Turkey Trot Fun Run scheduled for November 24.

Commission on Aging (COA):

- The COA meeting was held Tuesday, September 6, 2022 at 9:30 a.m. at the West Annex Commission Room.
- The discussion for upcoming speakers has resulted in speakers for October and November.
 - October will be Map Charities
 - November will be Jerry Gaines from the Los Angeles County Commission for Older Adults to discuss the mission and purpose of the County Commission as well as the City and State Commissions.

Focal Point on Aging:

- Focal Point had an in-person meeting on September 16, 2022 at 9:30 a.m.
- The speaker was Doris Herzog, a HICAP representative. HICAP provides health insurance counseling, advice on HMO's, medical claims, and comparisons of private medical and Medicare supplemental plans for persons 65 years and older.
- Focal Point had 157 September web inquiries.
- The Focal Point office continues to operate from 9:00am-noon. They now have full staffing in the office. However, in-person consultations are not available without an appointment. Focal Point is not accepting walk-ins.
- Some of the volunteers continue to pick up messages from home and make referrals from home during the remaining hours of 12:00pm-3:00pm.
- Focal Point staff continue to make birthday calls to seniors in the community.
- Focal Point has 8 volunteers who worked 45 hours this last month.

Senior Citizens Programs (Bartlett Center, Tillim, Walteria)

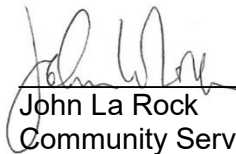
- Bartlett's crafting group now meets in the Hobby Shop every Friday for two hours. There are 6 - 11 crafty ladies each week. All kinds of crafts and all levels of crafting are welcome.
- Creative Crafters formally known as "Sew Its Tuesday," the quilt, crochet, or any "cloth art" medium group. They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

Respectfully Submitted,



Garrett Craig
Recreation Services Manager

CONCUR:



John La Rock
Community Services Director