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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, DECEMBER 11, 2024
REGULAR MEETING
6:30 P.M. IN THE WEST ANNEX COMMISSION MEETING ROOM
AT 3031 TORRANCE BL.**

**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, Mele, Muhammed, Wright, and Chair: Candioty

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 Friday, December 6, 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 ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS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: November 13, 2024

7. ADMINISTRATIVE MATTERS

7A. COMMUNITY SERVICES DIRECTOR – ACCEPT AND FILE PROGRAMMING AND PROJECTS UPDATE

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

7B. COMMUNITY SERVICES – ACCEPT AND FILE CAPITAL PROJECTS REPORT

Recommendation of the Community Services Director that the Parks and Recreation Commission accept and file a report regarding available online information about the City’s capital improvement projects.

7C. COMMUNITY SERVICES – RECEIVE AND PROVIDE DIRECTION ON LITTLE FREE LIBRARY LOCATION REQUEST

Recommendation of the Community Services Director that the Parks and Recreation Commission receive request and provide direction regarding placement of a Little Free Library in Miramar Park, at the western end of the park among the dedication benches.

7D. 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 Parks and Recreation Commission Meeting to Wednesday, January 8, 2025, 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, November 13, 2024, at the West Annex Commission meeting room, Torrance City Hall.

ROLL CALL/MOTION FOR EXCUSED ABSENCE

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

Absent: None.

Also Present: Community Services Director La Rock,
Recreation Services Manager Craig,
Public Works Supervisor Stanojevic,
Park Ranger Supervisor Arevalo,
Administrative Analyst Ohanian.

2. FLAG SALUTE

The pledge of Allegiance was led by Commissioner Hoover.

3. REPORT ON THE POSTING OF THE AGENDA

Chair Candioty 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, November 7, 2024.

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 ANNOUNCEMENT OF WITHDRAWN, DEFERRED AND/OR SUPPLEMENTAL ITEMS

Community Services Director La Rock noted that the Park Services Division report for Item 7E was available at the meeting.

5. ORAL COMMUNICATIONS

Park Ranger Supervisor Arevalo introduced Aleksandra Rosell, Staff Assistant for Rangers/Animal Control, who had previously worked at the City.

6. CONSENT CALENDAR

6A. APPROVAL OF MINUTES: October 9, 2024

MOTION: Commissioner Mele moved to approve the minutes of October 9, 2024, as submitted. Commissioner Craft 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 reported that on October 29, 2024, the City Council had approved the transfer of \$1,250,000 in funding from an existing but undefined capital project at Wilson Park to a capital project to build eight new pickleball courts at Wilson Park.

Community Services Director La Rock announced the International Dodgers Celebration to be held at the Mary K. Giordano Regional Transit Center at 4:00 p.m. on November 20, 2024.

Community Services Director La Rock reported that the next pet vaccination clinic would be held at Wilson Park at the Dee Hardison Sports Center on November 24, 2024.

Community Services Director La Rock announced that the City had hosted a community engagement event at Paradise Park on Saturday, November 9 and added that the Commission would recess after the Department updates, to view the displays in the lobby for the planned capital improvements in the park, including playground equipment, sports facilities, accessibility and architectural landscaping. He noted that there was also a QR code link to an online survey.

Community Services Director La Rock reported on the following capital improvement projects: Columbia Park Bocce Court repairs, La Carretera Park retaining wall replacement, ongoing lighting upgrades at Columbia, Lago Seco, Wilson and Descanso Parks and the Wilson Park Annenberg Treehouse termite treatment.

Community Services Director La Rock announced that the City would hold its Excellence in Arts awards October 22 at the Toyota Meeting Hall.

There was no public comment.

MOTION: Commissioner Craft moved to receive and file Community Services Director – Status of Programming and Project; motion was seconded by Commissioner Hoover. The motion passed by a 7-0 vote.

The Commission recessed from 6:47 p.m. to 7:01 p.m. to view the displays in the lobby for the planned capital improvements in Paradise Park.

At 7:01 p.m., Community Services Director La Rock took a roll call, members which were present included: Commissioners Craft, Habel, Hoover, Mele, Muhammed, Wright and Chair Candioly.

7B. COMMUNITY SERVICES – APPOINTMENT OF MEMBER TO THE PICKLEBALL SUBCOMMITTEE

Community Services Director La Rock explained that the Commission could select one other member to serve on the sub-committee to discuss pickleball matters in the City. He noted that the current members were Commissioners Hoover and Mele.

Commissioner Wright agreed to serve on the sub-committee.

MOTION: Commissioner Muhammed to appoint Commissioner Wright as a member of the Pickleball Subcommittee; motion was seconded by Commissioner Craft. The motion passed by a 7-0 vote.

Community Services Director La Rock noted that he would be in touch with the sub-committee members to arrange a meeting with the interested stake holders.

7C. COMMUNITY SERVICES – RELOCATION OF PUBLIC ART AT COLUMBIA PARK

Community Services Director La Rock presented the report for the item and reviewed the map indicating the possible new location, recommended by Cultural Services. He noted that the Cultural Arts Commission would also review the placement, as well as the City Council.

MOTION: Chair Candioly move to accept the relocation position of public art as described in the item; Commission Hoover seconded the motion. The motion passed by a 7-0 vote.

7D. COMMUNITY SERVICES – LITTLE LEAGUE LEASES 2025-2029

Community Services Director La Rock presented the report for the item for leases for 2025-2029 for: Rivera Little League, West Torrance Little League, Torrance American Boys Baseball (TABB) and Torrance Little League. He noted that the Leagues responsibilities included maintenance of the fields, including field vegetation, bleachers and backstop; submission of annual reports, including registration numbers and water billing, with the City covering, not to exceed, 60% of average water usage.

He listed the following new terms for the leases:

- Standardize the community liaison for all leagues
- Standardize the Good Neighbor Policy
- Require additional trash management for season opening and close and any special events
- A \$500 security deposit for the agreement term
- Establish security deposit deductions for lease violations; requires Leagues to maintain deposit balance
- Requires equipment storage to be maintained inside storage units
- Updated insurance requirements as per City Risk Management
- City may utilize field locations to support its programming, including international leagues friendlies

He noted that the lease agreements would be presented to the City Council for approval on December 17, 2024. He added that the proposed batting cages at Lago Seco Park were not included in the lease and would need to be discussed separately and be approved by the City Council.

MOTION: Commissioner Wright moved to receive and file Community Services – Little League Leases 2025-2029; motion was seconded by Commissioner Habel. The motion passed by a 7-0 vote.

7E. COMMUNITY SERVICES DIRECTOR – Review Department Monthly Reports

Administrative Services

Park Ranger Supervisor Arevalo reported that the staff had been able to deter unpermitted banquet tent setups by vendors hired by permit holders and had trained permit holders in better ways to deter and de-escalate conflicts with unpermitted setups. He noted that the rangers were preparing for the Annual Turkey Trot. He reported on coyote sightings and encounters. He explained that the addition of Aleksandra Rosell, Staff Assistant for Rangers/Animal Control would contribute to an increase in pet licensing and outreach.

Park Ranger Supervisor Arevalo stated that he would provide his contact information to the Commissioners.

Administrative Analyst Ohanian presented the Administrative Services Division Reports for October 2024, included in agenda packets and highlighted completed and ongoing Home Improvement projects and noted that there had been 11 completed services. He discussed two special events in the month of October at the Farmer's Market: the 2nd Annual Pie Contest and the "Guess How Many" contest and discussed the revenue for the month of October. He reported that the Community Gardens' staff were weeding plots to maintain the plots for use next year.

Park Services

Assistant Park Services Manager Stanojevic presented the report for the month of October 2024, included in the material of record and discussed the monthly hours for maintenance for all parks. He highlighted projects completed by district: repair of irrigation lines, trimming of trees, repair of walls and equipment, facilitation of a cleanup crew of 250 volunteers at Entradero Park, weed abatements, pressure washed sidewalks and park benches, replacement of tennis court nets and gate latches, new swings and wind screens installed and new barbecue installations. He discussed activities held at the Madrona Marsh: plant sales, waterwise gardening workshop and the annual Turtle and Tortoise Day.

Recreation Services

Recreation Services Manager Craig presented the Recreation Services Monthly Report for October 2024, included in the material of record. He noted that registration had increased due to the youth basketball registrations and Turkey Trot. He discussed the floating pumpkin patch event at the pool on October 26, which was a success with over 100 members and community representatives. He noted that mini group golf lessons would soon begin at Sea Aire Golf Course and discussed the activities of the afterschool club for Halloween. He added that there were over 900 people for the movie in the park.

He thanked the nine volunteers in the Early Childhood Education (ECE) program. He discussed a \$9000 donation from Sunrider to support the Adaptive Pickleball program for equipment and uniform costs. He highlighted the line dancing program at the Bartlett Senior Center with 224 participants and ping pong at Walteria Senior Center with 96 participants. He announced that on Saturday, December 14 from 4:00 - 8:00 p.m. there would be a winter holiday event at Wilson Park.

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

8. COMMISSION ORAL COMMUNICATIONS

Community Services Director La Rock announced that the Joint meeting with the Social Services would be held on February 5, 2025 at 6:00 p.m.

9. ADJOURNMENT

Adjournment of Parks and Recreation Commission meeting to Wednesday, December 11, 2024

MOTION: At 8:22 p.m., Commissioner Wright moved to adjourn the meeting to Wednesday, December 11, 2024 at 6:30 p.m., at the West Annex Commission meeting room, Torrance City Hall. The motion was seconded by Commissioner Hoover and a roll call vote reflected 7-0 approval.

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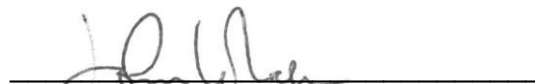
For Commission Meeting
December 11, 2024

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

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

- The City will host the next pet vaccination clinic on December 22 at the Wilson Park Dee Hardison Sports Center exterior plaza.
- Discovery Park rehabilitation project is underway. The park is closed until a projected completion by December 31.
- Capital Improvement Projects:
 - Columbia Park Bocce Courts repairs in progress ahead of new turf installation
 - La Carretera Park retaining wall replacement pending vendor contract approval
 - Wilson, Sunnyglen, and Descanso Parks lighting upgrades ongoing

Respectfully submitted,



John La Rock
Community Services Director

For Commission Meeting
December 11, 2024

TO: PARKS AND RECREATION COMMISSION
FROM: JOHN LA ROCK, COMMUNITY SERVICES DIRECTOR
SUBJECT: CAPITAL PROJECTS DASHBOARD

Recommendation of the Community Services Director that the Parks and Recreation Commission accept and file a report regarding available online information about the City's capital improvement projects.

The City recently launched an online dashboard providing information about current and future capital projects. The site allows search options for project type such as park, street, facility, as well as searches by the responsible City Department and the project type. The dashboard is connected to the budget, so projects with multiple aspects and or multiple funding sources will display multiple times to account for these aspects.

The dashboard is accessible at the following City website link. Staff will provide a demonstration of the Dashboard during the Commission meeting.

<https://torranceca.maps.arcgis.com/apps/dashboards/2fb5bf5d7df24fef9d2b286d16103532>

Respectfully submitted,



John La Rock
Community Services Director

For Commission Meeting
December 11, 2024

TO: PARKS AND RECREATION COMMISSION
FROM: JOHN LA ROCK, COMMUNITY SERVICES DIRECTOR
SUBJECT: LITTLE FREE LIBRARY LOCATION REQUEST

Recommendation of the Community Services Director that the Parks and Recreation Commission receive request and provide direction regarding placement of a Little Free Library in Miramar Park, at the western end of the park among the dedication benches.

Staff does not foresee an issue with the placement. Costing for the installation would be staff time and materials to secure the post in the ground using concrete. The proponent is in compliance with the rules for donation of a little library, having procured an official Little Free Library.

Respectfully submitted,



John La Rock
Community Services Director

Attachment: 1. Request Letter

From: [Live Like Kingston Foundation](#)
To: [La Rock John](#)
Subject: Follow-Up on Little Free Library Memorial for Kingston
Date: Monday, November 18, 2024 1:29:21 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)

You don't often get email from [REDACTED] [Learn why this is important](#)

Subject: Follow-Up on Upcoming Vote for Little Free Library Memorial

Dear Mr. La Rock and the Community Services Department,

I hope you're doing well. I am writing to follow up regarding the upcoming vote on the proposal to place a Little Free Library at Miramar Park in honor of Kingston.

We understand that this important vote will determine if the Little Free Library can serve as a meaningful memorial in place of a bench. We remain deeply grateful for the consideration of this project and are hopeful that the Commission will see the value in creating a community-focused tribute that reflects Kingston's legacy.

If there are any updates regarding the timing of the vote or any next steps we should prepare for, please let us know. We are happy to provide additional information or address any questions that may arise to ensure this project meets the City's standards and vision.

Thank you again for your time and support. We look forward to hearing the outcome of the vote and working with your team to bring this project to life.

**Warm regards,
Maile Navarro**



LiveLikeKingston.org

@LiveLikeKingston (Instagram, Facebook, Twitter)

With love & light

TEAM KINGSTON

Spelling and grammar: delightfully disastrous, courtesy of Siri—apparently, she doesn't speak *Maile*. iApologize for the chaos.

Begin forwarded message:

From: Live Like Kingston Foundation [REDACTED] >
Date: November 15, 2024 at 12:46:42 PM PST
To: John La Rock <JLaRock@torranceca.gov>
Subject: Follow-Up on Little Free Library Memorial for Kingston

Dear Mr. La Rock and the Community Services Department,

I hope this message finds you well. I am writing to follow up on our previous correspondence regarding the proposal to place a Little Free Library at Miramar Park in honor of Kingston.

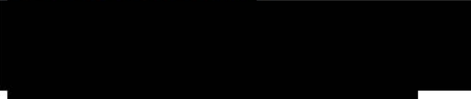
We understand that a vote is scheduled for this month to determine if the Little Free Library can be considered as a memorial in place of a traditional bench. We are hopeful that this unique tribute, which aligns with Kingston's love of learning and community, will resonate with the Parks and Recreation Commission.

If there are any additional details or materials we could provide to support the proposal, please let us know. We are fully committed to working within the City's guidelines to ensure the library is a positive and meaningful addition to the park.

Thank you again for considering this special project. We look forward to the outcome of this month's vote and hope to have the opportunity to bring this vision to life in Kingston's memory.

Warm regards,

Maile Navarro




LiveLikeKingston.org

@LiveLikeKingston (Instagram, Facebook, Twitter)

With love & light
TEAM KINGSTON

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—apparently, she doesn't speak Maile. iApologize for the
chaos.

On Oct 29, 2024, at 2:21 PM, Live Like Kingston
Foundation < > wrote:

Dear Mr. La Rock and the Community Services
Department,

Thank you so much for your prompt response and for
expressing your condolences. We are deeply grateful
for your consideration of our request to place a Little
Free Library at Miramar Park in memory of Kingston.

We appreciate that the concept will be reviewed by the
Parks and Recreation Commission during the
November meeting. This library holds special meaning
for us, as it represents a way to celebrate Kingston's life
and love of learning while giving back to the

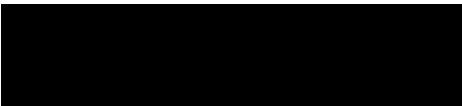
community.

Please let us know if there are any additional steps or information required from our end to assist with the approval process. We look forward to hearing the Commission's decision and working with your team to ensure that the library aligns with the City's donation guidelines.

For more information about Kingston and his legacy, please feel free to visit [LiveLikeKingston.org](https://www.LiveLikeKingston.org) or connect with us on social media.

Thank you again for your support and assistance with this meaningful project.

Warm regards,
Maile Navarro



[LiveLikeKingston.org](https://www.LiveLikeKingston.org)

@LiveLikeKingston (Instagram, Facebook)

With love & light
TEAM KINGSTON

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iApologize for the chaos.

On Oct 29, 2024, at 2:04 PM, La Rock, John
<JLaRock@torranceca.gov> wrote:

Hello Maile Navarro,

Thank you for your email and request regarding a Little Free Library at Miramar Park. Please accept our condolences for your loss. The concept for the Library and placement location will be presented for consideration by the Parks and Recreation Commission during their November meeting. With their approval, our staff would provide you with the guidelines pertaining to the box, decorations, etc. as part of the City's donation program. We look forward to working with you. Have a nice day,

JOHN LA ROCK

Community Services Director - Community Services Department

310-618-2937 | JLaRock@TorranceCA.Gov

[TorranceCA.Gov](#) |

[Facebook](#) | [X \(Formerly Twitter\)](#) |

[Instagram](#)

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contents of the information received
in error is strictly prohibited.

From: Live Like Kingston Foundation

<[REDACTED]>

Sent: Thursday, October 24, 2024 10:40 AM

To: Drake, Tracy <TDrake@TorranceCA.Gov>;

Parks and Recreation Commisson

<ParksandRecreationCommision@TORRANCECA.GOV>;

PublicWorksInfo

<publicworksinfo@torranceca.gov>;

CityCouncil <CityCouncil@torranceca.gov>

Subject: Request to Install a Free Little Library
in Honor of Kingston Navarro at Miramar Park

Some people who received this message don't
often get email from

[REDACTED] [Learn why this is
important](#)

Dear Community Services Department,

I am writing to humbly request permission to
place a free little library in honor of my late son,
Kingston Navarro, at Miramar Park. We would
like to install the library between the two benches
facing the beach along the walking path.

Kingston's love for stories—despite his inability
to read due to the effects of brain and spinal
cancer—was extraordinary. My daughter, Zuma,
and I would read to him regularly because he
cherished the magic within every story.

Miramar Park holds a special place in our hearts,
as it was where we brought Kingston on a walk

during the final week of his life to watch the sunset. The frog statue at the park is an important part of our family's story, symbolizing comfort and peace throughout Kingston's cancer battle. This spot became a safe and calm place for us after the hardest hospital days, allowing Kingston to take in the beauty of the world when life had been unkind to him. He loved the ocean and was fascinated by sharks, and the view from Miramar Park always gave him a sense of peace.

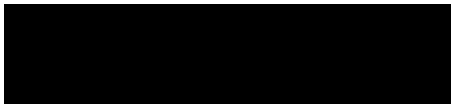
After six years of bravely fighting cancer, Kingston passed away on July 18, 2024, at home, surrounded by those who loved him most. His journey touched countless lives here in the South Bay and beyond. Following his passing, several South Bay cities honored Kingston by closing their council meetings with a dance party to his favorite song, spreading joy in his memory. Kingston's story continues to give hope to children battling the aftermath of cancer and the disease itself, inspiring them to see the light even through life's darkest challenges.

The free little library itself was graciously donated to Kingston's memory by the organization LittleFreeLibrary.org, and we have lovingly painted it in his honor. It will feature the slogan "Live Like Kingston" and the fingerprints of children who were deeply inspired by his life and courageous journey. This library will be more than just a collection of books—it will be a symbol of resilience, love, and community. It will represent what it means to live fearlessly and thrive despite adversity, just as Kingston did.

While I understand that the application fee for a park installation is \$3,500, I am kindly asking if there is a way to waive or reduce this cost. Since the library has already been generously provided, we only seek permission to install it. This small addition will honor Kingston's legacy and encourage visitors to connect through reading, reflection, and community.

I would love to work with your team to ensure the installation meets the city's guidelines. Please let me know if there are any additional steps I need to take. Thank you for your time, consideration, and support of this meaningful project.

Sincerely,
Maile Navarro



With love & light
TEAM KINGSTON

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TO: PARKS AND RECREATION COMMISSION

FROM: JOHN LA ROCK, COMMUNITY SERVICES DIRECTOR

SUBJECT: ADMINISTRATIVE SERVICES DIVISION REPORT – November 2024

PARK RANGER PROGRAM – *Victor Arevalo, Program Supervisor*

During the month of November, the Ranger Unit (15 part-time staff) maintained a consistent deployment schedule, not including holidays:

- 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.
- Support of Community Services Department Special Events

Parks:

Municipal Code Violations	November	YTD
Alcohol	4	360
Amplified Sound	3	71
Dog Off Leash Contacts	71	1490
Marijuana/Smoking	11	246
Parking Violations	27	267
Trespassing on Closed Fields	0	24
Unpermitted Commercial Class/Instructional Contacts	22	369
Unpermitted Food/Street Vendor Contacts	3	37

Park Patron Specific Contacts	November	YTD
Assisting Park Patrons	26	340
Building, Picnic, or Field Permit Conflicts	12	301
Defiant/Disruptive Subjects	6	219
Missing Subjects	0	2
Patrons Causing Building, Park or Field Damage	6	149
Skating/Biking Violations	13	356
Suspicious Subjects	3	75

Building, Park, and Facility Issues	November	YTD
Graffiti Hotline Report/Removal	44	916
Facility Maintenance Report	6	201
Hazard Report/Removal	6	157
Unpermitted Bouncer/Vendor Violations	0	9

City Resource Support Requests	November	YTD
EMT/Fire Department Callouts	1	1
Park Services Callouts	0	3
Police Department Callouts	1	24
Ranger Unit Callouts	19	170

Unhoused Interactions	November	YTD
Unhoused Subject Contacts and Observations	22	333
Unhoused Subject Outreach Requests	18	155
Unhoused Subject Welfare Checks	26	252

HOME IMPROVEMENT PROGRAM – *Shawn Plunkett, Program Supervisor*

During the month of November, the Home Improvement Program completed projects at 18 households, with ongoing projects at 4 additional households. Total mobile home clients 0, with 0 mobile home households completed.

	November	YTD
ADA	0	16
Carpentry	1	51
Electrical	2	46
Paint	0	0
Plumbing	4	69
Miscellaneous	11	59
Total number of services provided	18	225

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

The Farmers' Market was busy in preparation for the Thanksgiving Holiday. The market overflowed with plenty of seasonal produce, including persimmons (both fuyu and hachiya varieties), pomegranates, chard, lettuces, herbs, butternut squash, pumpkins, kabocha squash, potatoes, sweet potatoes, radishes, and the last of the tomatoes. Citrus fruits were just starting to appear, a bit later than in past years, with the first satsuma and kishu tangerines making their debut.

Lodge Bread, the market's favorite baker, dropped out of Saturday's market to focus on their brick-and-mortar restaurants. In their place, a husband-and-wife team from Small Axe Bakery had joined, offering what many Farmers' Market staff considered the best sourdough bread they had ever tasted. They plan to expand their repertoire with croissants, cinnamon rolls, and more. Tuesday's market also welcomed a Japanese pudding vendor offering homemade puddings and sweet Japanese mochi balls.

NHK Television from Japan came to visit the market in an effort to teach conversational English to viewers in Japan. The Market Manager was filmed answering questions like, "Where is the restroom?" and "What do I do if I lost my bag?". It was fun!

Revenue	Tuesday	Saturday	Monthly Total	FY YTD
November 2024	\$30,963.67	\$80,327.68	\$111,291.35	\$529,272.88
November 2023 Comparison	\$27,117.16	\$59,587.73	\$86,704.89	\$537,626.52

COMMUNITY GARDENS PROGRAM – Joyce Chan, Farmer's Market Manager

The gardens are in good shape for the upcoming winter planting season. Many gardeners have been tending to their plots, weeding and preparing for the next growing season.

The Community Gardens staff have been actively weeding plots and enforcing garden policies.

The gardens coordinated a focus group at Columbia Gardens, bringing together gardeners and representatives from the Kounkuey Design Initiative, a firm contracted by the City, to discuss ideas for utilizing the unused ground under the Edison electrical poles within the gardens.

ANIMAL CONTROL PROGRAMS – Edwin Ohanian, Administrative Analyst

Coyote abatement continues Monday through Sunday trapping. The City's pet licensing program with DocuPet also continues servicing Torrance residents.

Coyote Report:

During the month of November, there were 36 reported coyote encounters by the public, with 2 coyotes captured by the vendor.

Type of Coyote Encounter	November	Current Trapping Period (Oct. 2024 – Sept. 2025)
Sighting Reported by Public	24	69
Dog Attack	0	0
Cat Attack	0	1
Dog Attack Resulting in Fatality	0	0
Cat Attack Resulting in Fatality	8	13
Wild Animal Fatality of Unknown Origins	2	2
Total Encounters	36	88

	November	Current Trapping Period (Oct. 2024 – Sept. 2025)
Coyotes Trapped	2	3
Carrion (non-trapped)	2	3
Total	4	6

Pet Licensing:

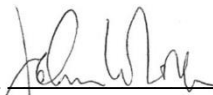
Statistics provided below may not be finalized numbers as the official pet licensing invoices are delivered by DocuPet, to the city at the end of the second week of each month.

During the month of November, a total of 340 licenses were sold. 319 of these were purchased through DocuPet's online portal and 21 were purchased offline by mail. Total revenue received by the city will be approximately \$10,279.64.

	November 2024	Year to Date (December 23 – Present)
Licenses Sold	340	5,917
Donations Received	\$161	\$3,405.00
Total Revenue less Fees	\$10,279.64	\$180,154.02

For a year-over-year comparison, in November 2023, there were a total of 337 license sales resulting in revenue of \$10,516.86.

Respectfully submitted,



John La Rock
Community Services Director

Park Services Monthly Report

**MATERIAL
AVAILABLE
AT
MEETING**

TO: PARKS AND RECREATION COMMISSION

FROM: GARRETT CRAIG, RECREATION SERVICES MANAGER

SUBJECT: RECREATION SERVICES MONTHLY REPORT FOR NOVEMBER 2024

The following is information regarding Recreation Division programs and facilities for November 2024:

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 November:

- Field Bookings:
 - Staff issued 60 short-term permits for fields
 - Long-term field users were issued 724 permits
 - There were 2 softball tournaments held at Wilson

- Picnic Reservations:
 - 23 bouncer permits were issued

Park	Picnics	Guests
Columbia Park	5	255
El Nido Park	3	100
El Retiro Park	5	250
Hickory Park	2	80
Lago Seco Park	3	150
McMaster Park	0	0
Paradise Park	3	130
Torrance Park	4	220
Victor Park	0	0
Walteria Park	2	100
Wilson Park	14	750
Total	41	2035

- Facilities Revenue Report:

	November 2024	2024 YTD	November 2023
Attic		\$239.75	\$629.00
Facility Reservations	\$1,680.00	\$13,016.88	(\$280.00)
Field Lights/Support	\$11,312.32	\$112,102.02	\$9,879.57
Field Prep	\$175.00	\$1,120.00	

Filming Permits	\$1,500.00	\$2,500.00	
Hockey Rink	\$5,959.77	\$46,682.00	\$7,810.00
Picnic Reservations	\$150.00	\$99,460.00	\$235.00
Pool Rental	\$13,775.00	\$103,830.00	\$20,481.25
Special Events	\$540.00	\$10,990.00	
Sports Center	\$8,055.00	\$73,422.94	\$3,462.00
LA Galaxy Sports Complex	\$27,534.66	\$439,821.86	\$32,125.00
Weddings	\$300.00	\$3,000.00	\$1,050.00
Monthly	\$70,981.75	\$906,185.45	\$102,759.14

Registration:

Registration processed a total of 7,111 enrollments for a total of \$415,214.00 during the month of November 2024:

	Resident	Non-Resident	Total Enrollments	November 2024 Total Fees	November 2023 Total Fees
Total	4722	2389	7,111	\$415,214	\$221,513.02
Staff	931	763	1,694	\$59,270	\$84,919.03
Web	3791	1626	5,417	\$355,944	\$136,593.99

YOUTH AND ADULT SPORTS / AQUATICS / SEA-AIRE – Allison Saufua, Senior Recreation Supervisor; Justin Ferneau, Recreation Supervisor; Jacob Castillo, Recreation Supervisor, Traci Fuentes, Senior Program Specialist– Youth Sports and Darius Holmes, Senior Program Specialist– Adult Sports

Aquatics:

- Registration for swim lessons opened, and the majority of classes are full. Swim Torrance and LAPS continue their daily and weekly workouts at the Plunge. We remain open to the public for recreational swimming on the weekends. We were able to expand Lap Swim to two additional sessions on Tuesday and Thursday, 11 a.m. – 2 p.m.
- Swim Torrance athletes: 2,024
- Drop-in lap swimmers: 1,512
- Recreational Swim: 53
- LAPS Masters Swim Team: 90

Youth Sports:

- The Youth Flag Football season came to an end right before Thanksgiving. The weather did not interrupt our schedule finishing with 6th-8th grade division playoffs and championships.
- Youth Basketball filled up all divisions at the end of November. The total number of players will be 1,040.
- The Cheer Program for Flag Football also concluded. Basketball season cheer is currently taking registration.
- Staff are preparing for basketball scheduled for January.

Adult Sports:

- The Adult Softball fall season is scheduled to conclude the second week of December.
- Adult Softball League registration has begun. The season will start in February of 2025.
- Wilson Park fields will continue to be rented out for use, and Park Services will perform field maintenance soon.

- The South Bay Inline Roller Hockey League has continued their rentals/leagues at the rink every Monday thru Friday but have taken a couple weeks off because of the Holidays.
- Supplies for adult softball were ordered and restocked before the big holiday season.
- 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.

Sea-Aire Golf Course:

- Even with a colder than normal November weather, Sea-Aire golf patronage was very solid all month.
- Total golf rounds played at Sea-Aire course throughout November were 2,690.
- November was a big month for the Sea-Aire Seniors golf club. The senior club played their annual four-week annual Club Champion tournament.
- The Women's golf club had their awards ceremony and Thanksgiving brunch on November 21. Congratulations go out to Lee Duncan who won the Women's Club Champion of the year.
- Thanksgiving weekend saw heavy patronage once again this year.
- The golf course greens are slowly improving. The cooler air and rainier weather, and Park Services spraying the greens for disease are helping.
- Building maintenance cleaned out all the rain gutters surrounding the Sea-Aire community room building.

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

After School Club Program:

November has been a festive month at the After School Club! The participants enjoyed field trips, and “Thankful” themed crafts and activities. This month, the participants created Thanksgiving placemats for the Bartlett Senior Center lunch. They enjoy this activity very much and it has been well received for many years by the seniors. Session two of the program began on November 18 and our total enrollment is 350 participants.

Some recent Parent Comments about the After School Club via the online survey:

- “As a working parent, the introduction of After School Club at Towers this year has been wonderful. My daughter loves going each day. She enjoys the staff and students and activities. It gives me peace of mind to know she’s well taken care of and happy after school. Thank you for this wonderful resource!!”
- “Jacci, Tesh, Ryan, and Hope have made our kids’ afternoons really fun and special! They never want to leave when we pick them up!”
- “We are so, so thrilled with Austin and Leslie, who are patient, fun and so good with the kids. We could not be happier with ASC at Victor (our son is always sad to leave at the end of the day because he’s having so much fun) and plan to have our younger daughter join when she’s old enough! Thank you for all you do for the kiddos.”

Day Camp:

Our Winter Camp program, titled Frost Fest, will take place December 23, 24 and 27! Winter themed crafts and activities are planned, and we anticipate a successful program. Registration for Torrance residents began, and non-residents can enroll starting on Tuesday, December 3.

Virtual Recreation/Social Media:

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

- Turkey Trot- program spotlight
- ASC Handcrafted Placemats–spotlight

- Special Olympics-program spotlight
- Golf Lessons-project spotlight
- Winter Seasons-program spotlight and story
- Youth Basketball Registration -story
- Turkey Trot Registration-program spotlight and story
- Sea Aire Golf Course-story
- We're Hiring-spotlight and story
- ASC Staff of the Month-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, Cindy Tapp, Senior Program Specialist Early Childhood Education.

Special Events:

- The City of Torrance 44th Annual Turkey Trot Fun Run was hugely successful. This community tradition continues to be one of the year's highlights for many Torrance families. There were over 4,700 registered participants this year, plus over 2,500 spectators! A huge thank you to the Community Services Staff, Forrest Hunt, Sam's Club, Police, Fire, Cable, Parks Services, Turkey Trot sponsors, and all volunteers and everyone involved in making this a memorable event!

Early Childhood Education (ECE):

- **Fun and Friends:** Participants learned the alphabet letters "G" through "I" and their corresponding sounds. They also engaged in fall-themed activities, creating turkey costumes and crafting seasonal decorations while preparing for their Thanksgiving performance. Families attended the show on November 22, where the children performed wonderfully, and parents were thrilled to watch their little ones in costume.
- **Lollipop Tree:** Participants crafted scarecrows, fall wreaths, and painted autumn trees while also practicing counting and shape recognition.
- Both classes enjoyed music, story time, and a Friendsgiving party filled with games, crafts, and a special viewing of a Dora Thanksgiving movie, complete with popcorn.
- We are thankful for the support of six dedicated volunteers who contributed a total of 17.5 hours this month.
- Both classes took a well-deserved break during Thanksgiving week to relax and spend time with their families.

Adaptive Recreation:

- On Monday, November 4, PALS members enjoyed a fun evening at Shakey's Pizza in Torrance. Over 25 members came together to have pizza and watch Monday Night Football.
- On November 18, everyone met at McMaster Park for an early Thanksgiving celebration. Games were played, prizes were given away and dessert was made throughout the evening. It was a very nice opportunity to show PALS members how thankful we are of them. This year brought many new PALS members from the communities and as a result, many new friendships have been formed.
- The highly anticipated Special Olympics Fall Games took place in Fountain Valley over the weekend of November 16 and 17. Thousands of athletes who traveled from all over Southern California participated in the sports including softball, soccer, and golf. Torrance brought teams from soccer and softball and multiple golf athletes. The soccer team brought home the gold medal while the softball team brought home the silver. All the athletes and coaches worked very hard throughout the weekend along with the whole season that led up to the competitions. Coach Menah Martinez was recognized as Coach of the Season! It was a very

positive weekend overall. For a few athletes, it was the first time they have stayed in a hotel before!

- On Wednesday, November 20, the teams along with parents got together to celebrate the successful season with a pizza party. It was a very enjoyable evening with friends.

THE ATTIC Teen Center:

- THE ATTIC was closed to students on Friday, November 11, and November 25 – 29.
- For November, THE ATTIC Teen Center had a total attendance of 790; this includes guests and members.
- ATTIC staff held “Game Day Mondays” for the members to participate in each week. Monday games were “Chess” and “Exploding Kittens.”
- Staff held different activities throughout the month to give participants further recreational opportunities. Activities included: Ryan Locano- “Nerf Wars” Ben Vega- “Finish the Lyrics” Joanne Kato- “Friendship Bracelets.”
- THE ATTIC gym was open to students every Wednesday 4-5 p.m. with an attendance of 6 or more students each week.
- Friday Movie days featured “Coco” and “Monty Python.”

ATTIC Advisory Committee:

- On Monday, November 4, 2024, THE ATTIC *Advisory Committee* held their monthly meeting at THE ATTIC at 6 p.m. There were committee 11 members and 1 Torrance Youth Council guest present.
- Agenda items included October Movie Night debrief, Holiday Mixer, and preparation for the November Friendsgiving Scavenger Hunt event.
- ATTIC Advisory Committee members made a scrapbooking page to represent themselves to the 2024-2025 Committee board members. Committee members brought their and pictures and provided the rest of the materials.
- THE ATTIC Advisory Committee hosted a Friendsgiving Scavenger Hunt on November 22 at 6 p.m. Students joined in on a fun interactive Thanksgiving themed scavenger hunt and enjoyed a festive treat at THE ATTIC with 33 people in attendance.
- The next *Advisory Committee* meeting will be held on Monday, December 2, 2024, at 6 p.m. in THE ATTIC multi-purpose room.

Torrance Youth Council (TYC):

- The Youth Council met for their regular scheduled meetings on Wednesday, November 6, and 20, at the West Annex Commission room.
- The Youth Forum, Senior Events and ATTIC Advisory Committee/Happy to Chat Committees met before their meeting on Wednesday, November 6 to begin discussion and preparation for their events. The same committees are scheduled to meet again before their next meeting in December.
- The next meeting is scheduled for Wednesday, December 18, 2024, at 7 p.m. in the West Annex Commission Meeting Room.
- Senior Tech Days are back and currently have one scheduled for Saturday, December 7, at the Bartlett Senior Center.

Commission on Aging (COA):

- The commission did not meet in November due to lack of quorum and will go dark in December. They are back on Tuesday, January 7, 2025, for their first meeting of the year.

Focal Point on Aging:

- The board met on Friday, November 15, 2024, a Collaborative Housing program. S.H.A.R.E. (Self-help and Recovery Exchange) offers collaborative housing, self-help support groups, peer training, recovery retreats, and various volunteer and employment opportunities. S.H.A.R.E. collaborative housing is a public-private partnership providing

affordable, permanent supportive housing to disabled individuals (such as those with mental health issues, veterans, people with PTSD, etc.) throughout Los Angeles County.

- Focal Point had 14 phone calls and 111 web inquiries in November.
- Focal Point does not take walk-ins. It operates from 9 a.m. to noon, with in-person consultations available by appointment only. Some volunteers work remotely, pick up messages, and make referrals from 12 to 3 p.m.
- Focal Point has eight volunteers who collectively worked 140 hours in November.

Senior Citizens Programs (Bartlett Center, Tillim, WALTERIA)

- At the City of Torrance senior centers, everyone 50 and older is welcome. Members can access numerous benefits for just five dollars a year, including the bi-monthly "5-0 and On-the-Go!" Newsletter, which keeps them updated on special events, exercise classes, senior center schedules, activities, lunch menus, and more. The staff have noted an increase in registrations each month.
- Mondays at Bartlett Senior Center: At 12:30, Conversational Spanish is in the hobby shop. Also, in the hobby Shop every Friday from 8 a.m. to noon is the Bartlett Crafting group. This group is open to all levels of crafters. It is a beautiful group of generous ladies.
- The Creative Crafters group at Tillim Senior Center meets on Tuesdays from 11 a.m. to 3 p.m. This group is always looking for new ideas and offers instruction to beginners. Currently, there are 34 participants per month, and all levels of crafters are welcome.
- The Senior Gardening Club harvested carrots, lettuce, tomatoes, squash, beets and herbs. The seniors enjoyed snacking on their hard work.
- The Bartlett Gardening Club met for the final time on Wednesday, November 6, 2024, and will begin again in the spring of 2025.
- The beading workshop is not just about making jewelry; it's about learning a new skill and being social. With 25 members, this workshop at the Bartlett Senior Center meets on Wednesdays from 8 a.m. to 12 p.m.
- The Mini-Fitness Center at the Bartlett Senior Center is open Monday through Friday from 8:30 to 11 a.m. and 1:30 to 3:30 p.m.
- The Senior Citizen Walking Club meets on Mondays from 9:30 a.m. at the Bartlett Senior Center and on Fridays at several venues. The first Friday of the month, the group will meet at Lago Seco Park; the second Friday of the month, they will meet at Veterans Park; the third Friday of the month, the group will meet at Madrona Marsh Nature Center; the fourth Friday of the month meet at Delthorne Park, and if there is a fifth Friday the group will meet back at the Madrona Marsh. All levels are welcome.
- The meditation workshop is on Fridays from 9:15 to 10:15 a.m. Everyone is welcome. Meditation helps one find peace in this wild world.
- On Tuesday, there is a discussion group called Conversations with Maxine for women and brave men. The group averages 12 to 15 people a week.
- On Thursday, November 21, the seniors at the Bartlett Senior Center gathered for their annual holiday Thanksgiving meal, enjoying a festive atmosphere filled with warmth and friendship. The event was a great success, with 80 participants coming together to celebrate the season and share a delicious meal.

BARTLETT SENIOR CENTER PROGRAMS AND CLASS ATTENDANCE

PROGRAM	ATTENDANCE
Beading Workshop	60
Cards	93
Craft Workshop	32
Drop-ins	74
Table, Games, and Puzzles	15
Lapidary	36
Line Dancing	210
Paid Lunches	352

Pool	63
Senior Discussion (Coffee with Maxine)	34
Telephone Log	403
Television	20
OLEF Chair Fusion	42
OLEF Fitness Difference	74
OLEF Salsa for Seniors	46
OLEF Spanish Class	22
Walking Club	15
Gardening Club	Out of season
Mini-Fitness Center	5
Meditation	8
English/Spanish Book Club	5
Volunteers	8
Radio Club	8
TOTALS	1,625

TILLIM SENIOR CENTER

PROGRAM	ATTENDANCE
Cards	25
Creative Crafters	32
Drop-ins	10
Games	24
Pool	6
Telephone	14
Volunteers	0
Watercolor workshop	11
TOTALS	122

WALTERIA SENIOR CENTER


PROGRAM	ATTENDANCE
Games	5
Ping Pong	72
Drop-ins	5
TOTALS	82

Respectfully Submitted,



Garrett Craig
Recreation Services Manager

CONCUR:



John La Rock
Community Services Director



ECE Children creating Thanksgiving crafts.



ECE Children standing wearing their Thanksgiving craft project.



Torrance ADAPTIVE Soccer Team at the Special Olympics Tournament.



ATTIC members at their Friendsgiving Event.