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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, FEBRUARY 5, 2025  
REGULAR MEETING  
8:00 P.M. IN THE GARDEN ROOM OF THE CULTURAL ARTS CENTER  
3330 CIVIC CENTER DRIVE**

**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 Thursday, January 30, 2025.

**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 ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS**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:** December 11, 2024

**7. ADMINISTRATIVE MATTERS**

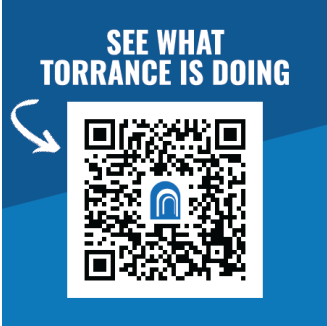
**7A. COMMUNITY SERVICES DIRECTOR - RECEIVE UPDATE ON THE OFF-LEASH  
DOG PARK AT COLUMBIA PARK**

Recommendation of the Community Services Director that the Parks and Recreation Commission receive an update on the Off-Leash Dog Park at Columbia Park.

**8. COMMISSION ORAL COMMUNICATIONS**

**9. ADJOURNMENT**

**9A.** Adjournment of the Parks and Recreation Commission Meeting to Wednesday, March 12, 2025, at 6:30 p.m. for a regular meeting 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, December 11, 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 Candioly

Absent: None

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

**2. FLAG SALUTE**

The pledge of Allegiance was led by Commissioner Craft.

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

Community Services Director La Rock stated that the agenda for the Torrance Parks and Recreation Commission was posted on the Public Notice Board and the City's website on Thursday, December 6, 2024.

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 ANNOUNCEMENT OF WITHDRAWN, DEFERRED AND/OR SUPPLEMENTAL ITEMS**

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

**5. ORAL COMMUNICATIONS**

None

**6. CONSENT CALENDAR**

**6A. APPROVAL OF MINUTES: November 13, 2024**

**MOTION:** Commissioner Wright moved to approve the minutes of November 13, 2024, as submitted. Commissioner Muhammed 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 the next pet vaccination clinic would be held at Wilson Park at the Dee Hardison Sports Center Plaza on December 22, 2024.

Community Services Director La Rock reported that the rehabilitation project was underway at Discovery Park and added that the park was closed until a projected completion date of January 15.

Community Services Director La Rock reported that: the repairs continued on the Columbia Park Bocce Court, the La Carretera Park retaining wall replacement was scheduled to begin on January 25, 2025 and noted that there were ongoing lighting upgrades at Columbia, Sunny Glen, Wilson and Descanso Parks.

There was no public comment.

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

Community Services Director La Rock explained that the City had recently launched an online dashboard with a Geographic Information System (GIS) which provided information about current and future capital projects and allowed search options for project types and departments responsible for the project. He added that the dashboard was indexed by budget source, but could also be searched by department or location. He noted that the link was included in the agenda and was also on the homepage of the City's website.

There was a discussion on how best to show progress on the projects.

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

Community Services Director La Rock presented the report for the item regarding the placement for a Little Free Library at Miramar Park, by a family to honor their child.

**MOTION:** Commissioner Wright moved to re-open Item 7A; motion was seconded by Commissioner Muhammed. The motion passed by a 7-0 vote.

**MOTION:** Commissioner Wright moved to accept and file the report for 7A: Status of Programming and Projects; motion was seconded by Commissioner Muhammed. The motion passed by a 7-0 vote.

**MOTION:** Commissioner Wright moved to re-open Item 7B; motion was seconded by Commissioner Muhammed. The motion passed by a 7-0 vote.

**MOTION:** Commissioner Wright moved to accept and file the report for 7B: accept and file Capital Projects Report; motion was seconded by Commissioner Muhammed. The motion passed by a 7-0 vote.

**MOTION:** Commissioner Mele moved to approve Item 7C: Little Free Library Location request; motion was seconded by Commissioner Muhammed. The motion passed by a 7-0 vote.

## 7D. COMMUNITY SERVICES DIRECTOR – REVIEW DEPARTMENT MONTHLY REPORTS

### Administrative Services

Administrative Analyst Ohanian presented the Administrative Services Division Reports for November 2024, included in agenda packets and discussed items such as municipal code violations, park patron contacts for Park Rangers, graffiti hotline reports and interactions with unhoused. He highlighted completed and ongoing Home Improvement projects and noted that there had been 18 completed services.

He discussed that Lodge Bread had moved out of the Farmer's Market and their place had been taken by Small Axe Bakery. He noted that NHK Television had visited the Farmer's Market to teach conversational English to viewers in Japan. He stated that the total revenue for Farmer's Market for November 2024 was \$111,291, which was 25% more than last year. He reported that there was a focus group at Community Gardens to discuss ideas for utilizing the unused ground under the Edison electrical poles within the garden. He discussed the coyote report, noted that 340 pet licenses had been sold in November and added that there were donations in the DocuPet account, which could be disbursed.

### Park Services

Assistant Park Services Manager Stanojevic presented the report for the month of November 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 at Guenser Park and rubber repairs to the children's play area, irrigation repairs to La Carretera to mitigate puddling and installation of a cyclone slide at Paradise Park. He discussed landscape maintenance at the Cultural Arts Center, tree services at the Civic Center and the installation of flags on Torrance Boulevard for Veterans Day. He noted that there had been four volunteer group cleanup events at Wilson Park, as well as tree trimming and flag pole repair in front of the Dee Hardison Sports Center. He explained that Park Services had provided staff support and stage setup for the Annual Thanksgiving Day Turkey Trot and at Discovery Park had trimmed trees and shrubs in preparation for planting of new plants and ground cover.

### Recreation Services

Recreation Services Manager Craig presented the Recreation Services Monthly Report for November 2024, included in the material of record. He noted that registration department had processed over 7000 registrations for the month, which included both youth basketball with 1040 participants and Turkey Trot. He added that the Turkey Trot had had a record number of attendees, with over 4700 registrants, and an additional 2000 observers and added that there might be a need to move the event next year, if the number of participants increased. He reported that the After School program had completed placemats for the 80 participants at the Thanksgiving luncheon for Seniors at the Bartlett Center. He announced that the Torrance soccer team at the Special Olympics had brought home the gold medal and the softball team had won the silver medal. He noted that the Holiday Snow Day event would be held at Wilson Park on December 14 and announced that the Youth Council would begin their Senior Tech Days at the Bartlett Center on December 7.

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

**8. COMMISSION ORAL COMMUNICATIONS**

In response to a question from Commissioner Hoover, Community Services Director La Rock indicated that the department could share the Key Performance Indicators (KPI) in the monthly report and the Strategic Plan specific to the department.

Community Services Director La Rock stated that a meeting for the Pickleball subcommittee would be scheduled early next year.

Commissioner Wright discussed attending the SST meetings.

**9. ADJOURNMENT**

**9A. ADJOURNMENT OF PARKS AND RECREATION COMMISSION MEETING TO WEDNESDAY, JANUARY 8, 2025**

**MOTION:** At 7:36 p.m., Commissioner Wright moved to adjourn the meeting to Wednesday, January 8, 2025 at 6:30 p.m., at the West Annex Commission meeting room, Torrance City Hall. The motion was seconded by Commissioner Habel and a roll call vote reflected 7-0 approval.

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For Commission Meeting  
February 5, 2025

**TO: PARKS AND RECREATION COMMISSION**

**FROM: JOHN LA ROCK, COMMUNITY SERVICES DIRECTOR**

**SUBJECT: RECEIVE UPDATE ON THE OFF-LEASH DOG PARK AT COLUMBIA PARK**

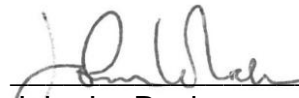
Following a site selection process involving the community, a Commission sub-committee, the Parks and Recreation Commission, and the City Council, the City Council provided direction that a new off-leash dog park be created in Columbia Park.

Staff engaged an engineering firm to provide site planning and a cost estimate for a new, off-leash dog park at Columbia Park. The site planning revealed that significant and costly improvements would be required at the park to construct and operate a dog park in compliance with ADA and building code.

The initial capital project budget for the dog park was \$60,000. Following the work of the project engineer, the revised project cost is \$750,000. The increased cost reflects creating the dog park, the path of travel to/from the dog park and the immediate parking area for the dog park ADA and code compliant. Also included are prevailing wage, significant regrading of the dog park site.

The Commission may provide feedback regarding the priority of locating a dog park in Columbia Park based on the cost and existing park needs, as well as an option to locate alternative dog amenities in other locations.

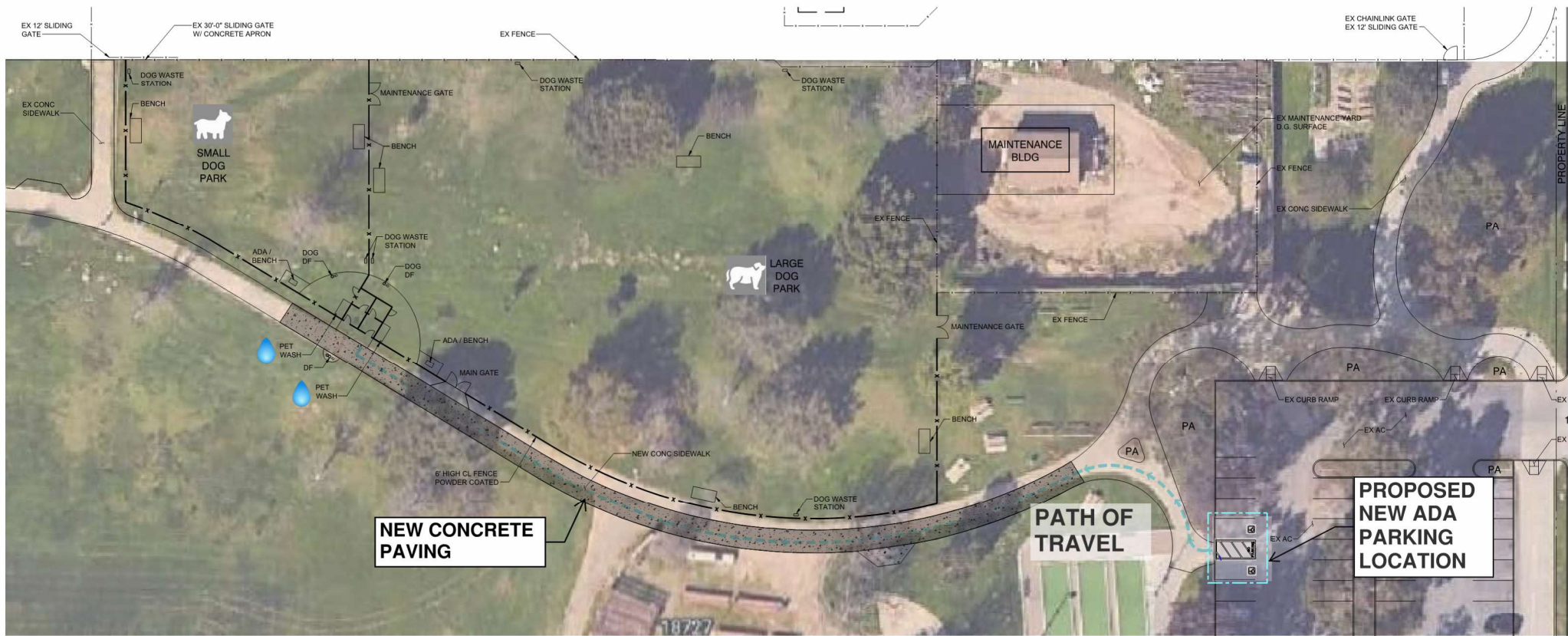
Respectfully submitted,



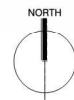
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John La Rock  
Community Services Director

Attachment: 1. Dog Park Layout



**PARTIAL SITE PLAN**



Rev 1: 11/07/24

**ATTACHMENT A**