

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 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, SEPTEMBER 10, 2025
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, Mayfield, Muhammed, Wright, and Chair: Mele

2. FLAG SALUTE

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

The agenda was posted on the Public Notice Board at 3031 Torrance Bl. and on the City's Website on Thursday, September 4, 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 ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS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 the Commission, please provide 10 copies to staff before speaking.*

6. CONSENT CALENDAR

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

6A. Approve Commission Minutes: August 13, 2025

7. ADMINISTRATIVE MATTERS

7A. COMMUNITY SERVICES DIRECTOR – ACCEPT AND PROVIDE INPUT ON EL NIDO PARK REDEVELOPMENT CONCEPTUAL PLAN

Recommendation of the Community Services Director that the Parks and Recreation Commission accept and provide input for the El Nido Park redevelopment conceptual plan.

7B. COMMUNITY SERVICES DIRECTOR – ACCEPT AND FILE PICKLEBALL SUBCOMMITTEE UPDATES

Recommendation of the Community Services Director that the Parks and Recreation Commission accept and file update from the pickleball subcommittee and provide direction on next steps for public outreach.

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

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

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 the Parks and Recreation Commission Meeting to Wednesday October 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, August 13, 2025, at the West Annex Commission meeting room, Torrance City Hall 3031 Torrance Boulevard

ROLL CALL/MOTION FOR EXCUSED ABSENCE

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

Absent: None

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

2. FLAG SALUTE

The pledge of Allegiance was led by Commissioner Muhammed.

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, August 7, 2025.

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

No Items.

5. ORAL COMMUNICATIONS

None

6. COMMUNITY SERVICES DIRECTOR – PRESENTATION OF SAFE AND HAPPY FUND DONATION TO ANIMAL CONTROL OF TORRANCE, CA

Administrative Analyst Ohanian and Chair Mele presented the Safe and Happy Fund donation of \$2000 to the Torrance Animal Control Program and explained that the donations had been collected through DocuPet Safe and Happy fund and would be used to help fund the services that the Torrance Animal Control Program provides.

7. CONSENT CALENDAR

7A. APPROVAL OF MINUTES: July 9, 2025

Commissioner Wright requested that the list of Commissioners present be corrected to list Commissioner Mele only once and to include Commissioner Craft.

MOTION: Commissioner Habel moved to approve the minutes of July 9 2025, as amended. Chair Mele seconded the motion; a roll call vote reflected a vote of 6-0 with Commissioner Muhammed abstaining.

8. ADMINISTRATIVE MATTERS

8A. COMMUNITY SERVICES DIRECTOR – RECEIVE AND FILE UPDATE ON PLAYGROUND REPLACEMENT PROJECT ALTA LOMA PARK

Senior Business Manager Covarrubias presented the report for the item and noted that the project was fully funded in the fiscal year 2026 with an adopted budget of \$832,471. She explained that the proposed new design reflected the input gathered through a community outreach program by South High students Hannah Lee and Maggie Gerlach which had been presented to the Commission in August 2024. She noted that staff was proposing to install new playground equipment manufactured by Landscape Structures that would feature the newly released Volo Aire structure, with a fully inclusive, accessible layout, and incorporate age-appropriate play zones, modern safety surfacing, shaded play areas and thoughtful design elements to promote exclusivity for families and caregivers. She explained that the cost had been estimated at \$832,471 and staff was proposing a 10% contingency. She noted that after this meeting, the design proposal would go to the City Council for approval and if approved, have an anticipated completion in early 2026.

Senior Business Manager Covarrubias noted that there was a potential Sister Park relationship with Loma Alta Park in Altadena, which had recently been rebuilt by Landscape Structures after the Eaton fire.

Senior Business Manager Covarrubias stated that the climbing elements had a 25-year warranty and the rubberized surface had a 10-year life and could be re-surfaced.

Community Services Director La Rock stated that he would inform the Commission when the item was to go before the Council.

MOTION: Commissioner Wright moved to receive and file update on playground replacement project Alta Loma Park; Commissioner Mayfield seconded the motion; a roll call vote reflected a vote of 7-0.

8B. COMMUNITY SERVICES DIRECTOR – RECEIVE AND FILE UPDATE ON NEW PICKLEBALL COURT POLICIES AT WILSON PARK AND RECOMMEND THE SUBCOMMITTEE SCHEDULE MEETINGS WITH THE PICKLEBALL COMMUNITY

Recreation Services Manager Craig presented the information on the item and noted that it was recommended that the Commission receive and file this update on new pickleball court policies and that the subcommittee schedule at least two meetings with the Pickleball community to gather feedback on the proposed court system and guidelines.

Management Aide for Recreation Division Maldonado presented the information on the proposed court system and policies for the eight new courts at Wilson Park. She noted that she had investigated policies from neighboring communities and other large cities in order to present the Commission options for policies to consider, which would work best for both the players and the City. She described the various policies and noted that courts without scheduled programming or reservations would remain available for first-come, first-served play. She added that the goal was to move from a game-based system to a time-based system to benefit multiple players with different skills levels, as well as make the court system more predictable for players and work well with the current rec scheduling platform.

Management Aide Maldonado outlined the proposed policies and listed the subcommittee areas of focus:

- **Courts 1- 4** would be on strictly first-come, first served basis, with options of 30 - or 60-minute time limits for each session.
 - Subcommittee Area of Focus: To determine effective time blocks
- **Courts 5 & 6** would be available for reservations exclusively for Torrance residents, offered at market rate fee, with a minimum booking window of 6 hours in advance and maximum of 7 days out.
 - If a court was unreserved or remained vacant for 15 minutes after the start of a scheduled reservation, it became available for walk-up use, following same guidelines as Courts 1-4. Rec QR codes currently present at Wilson courts will be modified allowing players to view the reservation calendar. (Mockup calendar would be created once feedback was gathered by Commission)
 - Reservations would be timed based, only one court per day and players would need proof of reservation upon request
 - Use of courts strictly non-commercial
 - Subcommittee Area of Focus: To determine ideal reservation time blocks
- **Courts 7 & 8** would be designated for structured programming: including lessons, tournaments and clinics managed through rec.
 - If a court had no scheduled programming, it became available for walk-up use, following same guidelines as Courts 1-4.
 - Subcommittee Area of Focus: To determine the desired percentage of programming and identify ideal days and times

There was a discussion of ways to charge to play and how to determine a competitive market fee. Recreation Services Manager Craig stated that the suggested starting fee might be \$7 per hour. He reviewed possibilities for policing the courts and noted that in the cities surveyed, self-policing by players had been effective. He noted that the reservation policy would be monitored to avoid potential problems and added that anyone who wished to make a reservation would have to have an account in the rec system. He stated that the system would limit the number of reservations an individual could make and confirmed that the reservation system was currently limited to Torrance residents only. He noted that Sur La Brea, Wilson and Walteria Parks had official pickleball courts.

Chair Mele confirmed that the Pickleball Sub Committee consisted of Commissioners Hoover, Wright and herself. Recreation Services Manager Craig explained that the Subcommittee would need to meet with the public and be ready to present their report to the Commission at the October meeting. He confirmed that he would be able to help facilitate the subcommittee meetings.

There was no public comment.

MOTION: Commissioner Wright moved to receive and file the update on new pickleball court policies at Wilson Park. Commissioner Craft seconded the motion; a roll call vote reflected a vote of 7-0.

MOTION: Commissioner Habel moved to schedule up to three meetings, to meet with the public on new pickleball court policies at Wilson Park. Commissioner Wright seconded the motion; a roll call vote reflected a vote of 7-0.

8C. COMMUNITY SERVICES DIRECTOR – RECEIVE AND FILE COMMUNITY SERVICES DEPARTMENT UPDATES

Community Services Director La Rock announced that the Spring Key Performance Indicators Report, March through May, was in the meeting packet.

Community Services Director La Rock announced that the Torrance Theater Company would present Something Rotten! from August 9 through August 17 at the Armstrong Theater and noted that there were three remaining Summer Concerts at Wilson Park, with the closing show on August 30.

Community Services Director La Rock announced that the Torrance Art Museum would present their new exhibit on August 23 through September 27.

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

Capital Projects Updates:

Conversion of Wilson Park field 3 for high school baseball in progress.

The demolition of the Wilson Park Butler building would begin in early September.

Basketball court at Delthorne Park would be resurfaced and striped by August 23.

There was no public comment.

MOTION: Commissioner Habel moved to receive and file 8C - Community Services Department Updates. Commissioner Muhammed seconded the motion; a roll call vote reflected a vote of 7-0.

8D. COMMUNITY SERVICES DIRECTOR - ACCEPT AND FILE PROGRAMMING DEPARTMENT MONTHLY REPORTS

Administrative Services

Park Ranger Supervisor Arevalo presented the July 2025 report and noted that a Ranger had prevented a possible fire situation by alerting the Police Department of the use of fireworks. He reported that there were 61 sightings of coyotes by the public with 2 captured coyotes. He added that 589 pet licenses had been purchased in July, with \$258 in donations. He confirmed that the Rangers received very few callouts due to pickleball.

Community Services Director La Rock reported that there had been an increase in coyote sightings due to habitat disruption resulting from major construction projects in both Torrance and other surrounding cities. He announced that a large group of volunteers had performed cleanup operations at the Columbia Park Community Gardens and noted that there were two more groups of volunteers participating before the end of the year.

Park Services

Public Works Supervisor Stanojevic presented the report by districts and discussed the planting of new trees and the assistance of volunteers at Columbia Park. He announced that the Nature Center had had 513 visitors and the Preserve had seen 1698 visitors for the month and had presented a lecture by Keith Haney of the Palos Verdes/South Bay Audubon.

Recreation Services

Recreation Services Manager Craig presented the Recreation Services Monthly Report for July 2025, included in the material of record. He announced that there had been another

successful movie night at the pool with 167 attendees and noted that the Torrance Torpedoes Swim team would be extended into the the Fall Season. He noted that there were new mats and tee boxes at Sea Aire golf course and announced the Labor Day Junior Golf challenge. He explained that the Pilot program for Mini Day camp had been successful and would be expanded next year. He noted that the addition of food trucks in the parks for Movie Nights had been very successful. He explained that the mini fitness center had been closed during construction on the upstairs deck at the Bartlett Center.

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

9. COMMISSION ORAL COMMUNICATIONS

The Commission requested that the microphones/call buttons for the Commissioners be made usable.

Commissioner Muhammed requested an excused absence for the September meeting.

10. ADJOURNMENT

10A Adjournment of Parks and Recreation Commission meeting to Wednesday, September 10, 2025

MOTION: At 8:21 p.m., Commissioner Craft moved to adjourn the meeting to Wednesday, September 10, 2025 at 6:30 p.m., at the West Annex Commission meeting room, Torrance City Hall. The motion was seconded by Commissioner Mayfield and a roll call vote reflected 7-0 approval.

DRAFT SUBJECT TO APPROVAL

TO: PARKS AND RECREATION COMMISSION

FROM: JOHN LA ROCK, COMMUNITY SERVICES DIRECTOR

SUBJECT: ACCEPT AND PROVIDE INPUT ON EL NIDO PARK REDEVELOPMENT CONCEPTUAL PLAN

RECOMMENDATION

Recommendation of the Community Services Director that the Parks and Recreation Commission accept and provide input for the El Nido Park redevelopment conceptual plan.

BACKGROUND/ANALYSIS

The Torrance Unified School District (TUSD) is exploring a redevelopment of the Hamilton Adult School site. On June 17, 2025, the City Council approved a Funding Agreement between the City and TUSD that sets forth a funding structure for the park redevelopment project. The total projected cost of the proposed project is \$19,640,000, with a TUSD contribution allocation of \$11,630,000. The City and TUSD will jointly seek funding from external sources including Federal, State and County, as well as potential naming rights and other sponsorships.

Following a public outreach phase, the conceptual design will be finalized. Following, the City would advance environmental review and produce construction documents. It should be noted that TUSD has committed to maintaining the field access for North Torrance Little League (NTLL) at the Hamilton Adult School site or at comparable locations until the new fields at El Nido Park are completed. The girls' softball program at Hamilton will be permanently relocated to TUSD facilities.

El Nido Park Conceptual Plan

El Nido Park is 12.3 acres and features a playground, basketball court, picnic tables, barbeques, radio-controlled car track, softball/little league field with nighttime lighting, walking paths, sand volleyball court, horseshoe courts, community room, restrooms, 40-space parking lot w/Kingsdale Avenue entrance/exit, and Park Services equipment storage. All structures date back to the late 1950's and park equipment is beyond its useful lifespan.

When considering the potential accommodation of NTLL at the Park, a comprehensive plan was developed that addressed improvements for all users of the park as well as configuration and circulation changes that would benefit the residents immediately to the west of the park on Kingsdale Avenue.

The conceptual redevelopment plan for the Park includes:

- 1 major and 1 minor little league field with nighttime lighting
- 4 batting cages
- Concessions and little league storage
- 2 restroom buildings

- 2 basketball courts
- 3 cricket pitch cages
- 3 pickleball courts
- Playground with 0-5 and 5-12 play zones
- Community building with patio
- Picnic area
- Parking lot with 209 spaces

In addition to these park improvements, the current entrance to the Park at Kingsdale Avenue would be permanently closed and a new entrance would be provided from 182nd Street. City Public Works would collaborate with the City of Redondo Beach for the traffic and pedestrian engineering of 182nd Street for potential turn pockets, sidewalk, and other enhancements to accommodate the new entrance/exit.

Public Outreach

The City is conducting public outreach to receive feedback from stakeholders and interested parties regarding the conceptual design of El Nido Park. This outreach includes:

- August 26, 2025 Meeting with North Torrance Little League Board
- TBD Meeting with North Torrance Little League Families
- September 10, 2025 Parks and Recreation Commission Meeting
- September 13, 2025 Community Meeting at El Nido Park
- October 9, 2025 Meeting with North Torrance Neighborhood Association

The Commission may provide input regarding the conceptual design and details. All outreach comments will be provided to the City Council and the design firm to be considered for the final design plan.

Respectfully submitted,



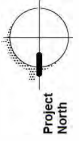
John La Rock
Community Services Director

Attachments:

- 1) El Nido Park Current Site Plan
- 2) El Nido Park Conceptual Plan



Concept Design - El Nido Park
18301 Kingsdale Avenue
Redondo Beach, California



Schematic Design Alternate Site Plan
Scale: 1" = 100'-0"

3

For Commission meeting
September 10, 2025

TO: PARKS AND RECREATION COMMISSION
FROM: JOHN LA ROCK, COMMUNITY SERVICES DIRECTOR
SUBJECT: ACCEPT AND FILE PICKLEBALL SUBCOMMITTEE UPDATE

Recommendation of the Community Services Director that the Parks and Recreation Commission accept and file update from the pickleball subcommittee and provide direction on next steps for public outreach.

Respectfully submitted,



John La Rock
Community Services Director

Attachment:
1) Pickleball Committee Report

PICKLEBALL COMMITTEE REPORT

PUBLIC OUTREACH FOR ADDITION OF EIGHT (8) PICKLEBALL COURTS AT WILSON PARK

September 3, 2025

Pickleball Player Feedback on new Wilson Courts

- Conversations were cordial and informative. Pickleball players at Torrance parks are eager to have these 8 new courts available.
- There was a general sense of disappointment that 4 of the 8 new courts at Wilson Park have play restrictions on 4 of them (2 for Instruction, 2 for First Come First Serve)
 - The concern for First Come/First Served is that most people do not honor a time limit.
 - Consider more Open Play courts with paddle saddles, rather than First Come First Served.
 - Open Play with Paddle Saddles is very successful and is highly preferred over First Come First Served. The paddle saddle system is a standard Pickleball ethic that is honored.
 - Prefer 30 minute time limit for First Come First Serve.
 - Some questioned if 2 courts for lessons are needed.
 - The question was posed: “Why not keep lessons where they are now?” (Or are we ADDING capacity for lessons?)
- There were questions on how Resident Priority for reservations can be enforced.
 - Garrett Craig explained that ONLY a resident can make the reservation. Reservation system can identify a resident.
 - Players prefer 60 minute time limit for Reservation.
 - The approximate cost of a reservation of less than \$10 was received positively. Will there be a Senior rate?
 - Most players at Walteria are not looking for reserved courts.
- Players expressed desire to have Courts separated into Intermediate/beginner and Intermediate/advanced so as not to overwhelm beginners and not frustrate the better players. This play etiquette is currently self-enforced at both Walteria and Wilson Parks.

Pickleball Observations and Feedback from Walteria Park players (2 Courts)

- Visited Walteria park in the morning, early afternoon, and evening. Very busy in the morning and evening. Not heavily utilized in the afternoon. Walteria courts on a Wednesday at 2:30 were almost deserted.
- There were only 6 people playing at Walteria Park on two courts. One couple was very new at it and chose this time so they could have the courts to themselves. There were only 4 people playing at Wilson on one court.
- Monday/Thursday morning groups are a very friendly group of people who have been playing together for a long time (courts set up by Ambassadors).
- Concern about the condition of the courts which has resulted in 3 incidents of trip/fall reported – told that court repair was planned for near future.
- Expressed desire to have permanent lines and nets at the courts. Currently, players bring temporary nets and make temporary markings on those courts. Garrett Craig explained the City Code.
- Expressed desire for shade. Using temporary pop-up tents for shade.
- Street parking is an issue. Street sweeping conflicts (11am -1pm) with Monday mornings busy time. Any way to postpone sweeping one hour?
- Low interest in leagues or tournaments.
- Some players thought that a grandstand at the proposed Wilson courts was a waste of space – many of them bring their own chairs.

Pickleball Observations and Feedback from Wilson Park players (2 courts)

- Desire for shade at the new Wilson Park courts.
- Garrett Craig brought us to the site of the new courts, explained the layout and gave an update on the status of construction. Grading and Concrete will start soon. The work is out to bid.
- Pickleball Ambassador recently built and delivered a Saddle Paddle for the existing Wilson Park courts, an example of how the Pickleball community addresses their own needs.
- The players at Wilson Park appeared to be more local to Torrance and preferred the Wilson location very much. They are very excited for the new courts to be completed.
- Wilson courts on Wednesday at 2:30 were almost deserted
- High interest in leagues or tournaments. In favor of grandstand.
- A Pickleball player with mobility issues noted some accessibility issues at existing Pickleball courts.

Pickleball Committee Members:

- Commissioner Hoover
- Commissioner Mele
- Commissioner Wright

For Commission Meeting
September 10, 2025

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

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

- Summer Concerts has one show remaining on August 30 (Tom Petty tribute)
- The new Torrance Art Museum exhibit opened August 23 and runs through September 27
- The Wilson Park Splash Pad will close for the season on September 29.
- The City will host the next pet vaccination clinic on September 28 at the Wilson Park Dee Hardison Sports Center plaza

Capital Projects Update:

- Site preparation work began at Wilson Park for the new pickleball courts
- Madrona Marsh sump pumps are installed, retaining wall in construction
- Guenser Park little league facility connection to City sewer complete by 9/5
- Paradise Park conceptual design will be presented to City Council on 9/9
- Conversion of Wilson Park field 3 for high school baseball in progress
- Demolition of the Wilson Park butler building (building 8) begins early September

Respectfully submitted,



John La Rock
Community Services Director

7D - MONTHLY REPORTS
MATERIALS AVAILABLE AT MEETING