

January 22, 2019

1. OPENING CEREMONIES

a. Call Meeting to Order

A regular meeting of the Lomita Parks & Recreation Commission was called to order at 6:00 p.m. Tuesday, January 22, 2019, by Chairperson Uphoff in the Commission Room at City Hall, 24300 Narbonne Avenue.

b. Flag Salute

Commissioner Tamer led the salute to the flag.

c. Roll Call

Responding to roll call by Recording Secretary Everett were Commissioners Bonham, Ruparatne, Siegel, Tamer and Chairperson Uphoff. Interim Park Director Sansbury and Recreation Supervisor Kelley were also present.

2. APPROVAL OF MINUTES

Commissioner Bonham moved to approve Minutes from the Parks and Recreation Commission meeting of November 27, 2018, as submitted. Commissioner Ruparatne seconded the motion, and it was approved by the following vote:

YEAS	Commissioners Bonham, Ruparatne, Tamer and Chairperson Uphoff
NAYS	None
ABSTAIN	Commissioner Siegel

3. ORAL COMMUNICATIONS (Public)

None.

4. ORAL COMMUNICATION (Commissioners)

Commissioner Tamer reported that Railroad Museum and the Railroad Museum Foundation hosted their annual Polar Express event at the Railroad Museum in December; there were approximately 725 people in attendance; the event made \$1700 and there was \$400 in expenses.

Commissioner Tamer also stated that the City wants the Railroad Museum staff to clean their stuff out that is stored in the Public Works Yard Bay so a couple of members of the Railroad Museum Foundation (Trent Kalscheuer and Ron Varnell) started that process; they removed ten plastic containers which were moved to the Railroad Museum. Chairperson Uphoff inquired if there is anything in the box car at the Railroad Museum to which Commissioner Tamer responded yes and there is also a storage shed behind the red caboose.

Commissioner Bonham stated that he and his family attended the Tree Lighting Ceremony and it was awesome.

5. REPORT ON CITY COUNCIL MEETINGS

Commissioner Bonham stated there wasn't anything pertaining to parks at either December 2019 City Council meetings.

Commissioner Siegel reported that Management Analyst Vida made a recommendation to City Council for consideration of resolution amending the master fee schedule for certain independent contractor operated adult and youth classes; this item passed unanimously by City Council.

Commissioner Siegel stated that it came up at the City Council meeting that there is still a problem with dog feces in the parks.

SCHEDULED MATTERS

6. SPECIAL EVENTS UPDATE

Recreation Supervisor Kelley reported that the Railroad Museum and Railroad Museum Foundation held their Annual Polar Express event at the Railroad Museum on Sunday, December 2, 2018, and it went well with a large turnout; the Annual Tree Lighting Event was held on the front lawn at City Hall on Friday, December 7, 2018, and the turnout was really big and having four local businesses helping was a plus; and the next events will be the Lomita Park Easter Program and Founder's Day. The 2019 Schedule of Events should be out soon.

7. PARK FACILITIES UPDATE

Interim Park Director Sansbury stated that the gym floor was refinished and some painting was also completed in the gym in December; all the park's backflow units were certified by the County of Los Angeles (this has to be done annually); the AED unit in the gymnasium was replaced; and the HVAC ducting joints were all re-sealed on the roof of the Stephenson Center.

8. RECREATION PROGRAMS UPDATE

Recreation Supervisor Kelley reported that most of the winter contract classes started the first week of January and there are some that will begin in February; and staff is working on the Spring Newsletter and winter park program.

9. YOUTH & ADULT SPORTS PROGRAMS UPDATE

Recreation Supervisor Kelley reported that Youth Basketball (280 participants) has begun and Lomita Park is teaming up with the City of Torrance for Division 1 girls basketball; the winter adult basketball league will begin this month; a new men's softball league is beginning tonight; staff is working on the spring youth soccer program; and staff is getting the soccer field ready for spring soccer.

10. RAILROAD MUSEUM UPDATE

Recreation Supervisor Kelley reported that staff is working with Ron Varnell to get things at the Railroad Museum squared away; Management Analyst Vida will start preparing the RFP for refurbishment of the box car; and the restrooms at the Railroad Museum will be changed to family restrooms and a changing table will be installed in one of the family restrooms.

11. MANAGEMENT ANALYST UPDATE

Interim Park Director Sansbury reported that at the January 15, 2019 City Council meeting, Management Analyst Vida represented a recommendation to amend the City's Master Fee Schedule to City Council which was approved unanimously by City Council; this amendment will codify current practice, give staff more flexibility in program offerings and ensure the City is compliant with current tax codes defining contractor vs. employee status.

Interim Park Director Sansbury also reported that Management Analyst Vida will be presenting a recommendation from the Parks and Recreation Commission at City Council meeting on February 5, 2019, proposing to commit Proposition 68 and Measure A funds to improvements at Irene Lewis Park; he will continue work on a Solicitation for Bids for the box car refurbishment at Railroad Museum and researching the proper uses and procedures for using maintenance and servicing funds from Proposition A grant projects.

12. CITY COUNCIL MEETINGS ATTENDANCE

Commission delegate to attend the February 5, 2019 and February 19, 2019: Commissioner Rupartne
Commission delegate to attend the March 5, 2019 and March 19, 2019: Chairperson Uphoff
Commission delegate to attend the April 2, 2019 and April 16, 2019: Commissioner Tamer
(1st & 3rd Tuesdays of the month at 6:30 p.m.)

ADJOURNMENT

Meeting was adjourned at 6:17 p.m.

ATTEST:

Helen Everett
Helen Everett, Recording Secretary

Parks & Recreation Commission
January 22, 2019