

November 26, 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, November 26, 2019, by Chairperson Siegel in the Commission Room at City Hall, 24300 Narbonne Avenue.

b. Flag Salute

Commissioner Uphoff, at the request of Chairperson Siegel, led the salute to the flag.

c. Roll Call

Responding to roll call by Recording Secretary Everett were Commissioners Tamer, Uphoff and Chairperson Siegel. Commissioner Bonham was absent. Management Analyst Vida was also present.

2. APPROVAL OF MINUTES

Commissioner Uphoff moved to approve Minutes from the Parks and Recreation meeting of October 22, 2019, as submitted. Commissioner Tamer seconded the motion, and it was approved by the following vote:

YEAS Commissioners Tamer, Uphoff and Chairperson Siegel

NAYS

ABSENT Commissioner Bonham

3. ORAL COMMUNICATIONS (Public)

None.

4. ORAL COMMUNICATION (Commissioners)

Commissioner Tamer stated that the next Railroad Museum / Railroad Museum Foundation event will be the Polar Express with Santa Event at the Railroad Museum on December 15, 2019, from 12:00 p.m. – 4:00 p.m., it is \$20 per family (6 person max) and will include a Polar Express reading, pictures with Santa, refreshments, cookie decorating (minimal fee), games, arts & crafts (sponsored by Summer Studios) for the kids, balloon animals, face painter, model railroad display, museum tours and live music. Commissioner Tamer also stated that she sent Recreation & Facilities Manager Sansbury a list of what will be needed for this event from Park Staff.

Chairperson Siegel stated that he attended the Veteran's Day Ceremony, which was very nice, and also the State of the City luncheon which was very nice also and the food was very good.

5. REPORT ON CITY COUNCIL MEETINGS

Chairperson Siegel reported that at the November 5, 2019 City Council meeting, City Council noted that they appreciated the work staff put into the Veteran's Day Ceremony and at the November 19, 2019 City Council meeting, there was a presentation by the Torrance Lomita Work Force Development organization and it was said that the organization was going to be using some money for apprenticeships and areas to be focused on are Parks and Recreation and arborists.

SCHEDULED MATTERS

6. CROSSWALK FOR RAILROAD MUSEUM

Management Analyst Vida reported that Public Works Director Dillon met with a Traffic Consultant today regarding a crosswalk from the Railroad Museum to the Annex Park and Public Works Director Dillon will meet with Recreation and Facilities Manager Sansbury next week; Manager Sansbury will report back to the Commission at their next meeting (January 28, 2020).

7. DECEMBER PARKS & RECREATION COMMISSION MEETING

Commissioner Uphoff motioned to cancel the December Parks & Recreation Commission meeting since it falls on Christmas Eve. Commissioner Tamer seconded the motion, and it was approved by the following vote:

YEAS Commissioners Tamer, Uphoff and Chairperson Siegel
NAYS
ABSENT Commissioner Bonham

8. SPECIAL EVENTS UPDATE

Management Analyst Vida reported that there were over 600 participants between the Lomita Park Halloween Program and the Railroad Museum Halloween Program; the Veteran's Day Ceremony was held at Veteran's Park on Monday, November 11, 2019; the City of Lomita State of the City Luncheon was held on November 21, 2019 with over 200 hundred people in attendance; the City of Lomita Tree Lighting Ceremony will be held on the lawn at Lomita City Hall on Friday, December 6, 2019, at 5:30 p.m.; and the Polar Express Event will be held at the Railroad Museum on Sunday, December 15, 2019.

9. PARK FACILITIES UPDATE

Management Analyst Vida stated there was work done on the gymnasium doors at Lomita Park; the automatic doors at City Hall were serviced; there was a major upgrade on the key card system at City Hall; and the non-compliant chain and slide bolts were removed off the glass doors to the outside in the lounge at City Hall and a high security cylinder was installed.

10. RECREATION PROGRAMS UPDATE

Management Analyst Vida reported that all of the contract classes have ended or will be ending in December and registrations for the winter classes will begin on Monday, December 2, 2019.

11. YOUTH & ADULT SPORTS PROGRAMS UPDATE

Management Analyst Vida stated that the youth football (160) and youth volleyball (145) leagues will be concluding within the next week; the youth basketball programs will begin in early January; staff will be going through basketball training in December; winter registrations will start December 2, 2019 for residents and December 16, 2019 for non-residents; adult softball has ended; and adult basketball leagues will end the first week in December.

12. RAILROAD MUSEUM UPDATES

Management Analyst Vida stated there is nothing new to report at this time. Commissioner Tamer inquired about the computer system at the Railroad Museum; to which Secretary Everett responded that one day last week the computer receiver at City Hall was down for a while as well as the phones and the computer system was running very slow but they should be okay now.

13. MANAGEMENT ANALYST UPDATE

Management Analyst Vida reported that he met with the City Manager and Assistant City Manager to submit all the paperwork for the RFP for the plumbing issue at Hathaway Park that has the restrooms closed, the Assistant City Manager pointed out some things that need to be addressed in the paper work so it was decided to hire an engineering consultant to include all specs in the plans and this cost can be included in the fees to be reimbursed from the County; the restrooms were ADA compliant when they were built but they are not ADA compliant now and new doors and a new locking system will be addressed in the new plans as well; the goal is to have this project on the December 17, 2019, City Council Agenda so City Council can approve the consultant's plans. Management Analyst Vida also reported the State has not announced the per capita amount yet and the L.A. County Measure A funds have built up to \$132,000, these funds will probably be used to update the restrooms at Lomita Park and as soon as the Hathaway restrooms have been completed, the process will start to repair the box car at the Railroad Museum.

14. CITY COUNCIL MEETINGS ATTENDANCE

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| Commission delegate to attend the December 17, 2019: | Commissioner Uphoff |
| Commission delegate to attend the January 21, 2020: | Commissioner Tamer |
| Commission delegate to attend the February 4 and 18, 2020: | Commissioner Bonham |
| Commission delegate to attend the March 3 and 17, 2020: (1 st & 3 rd Tuesdays of the month at 6:00 p.m.) | Chairperson Siegel |

ADJOURNMENT

Meeting was adjourned at 6:23 p.m.

ATTEST:

Helen Everett
Helen Everett, Recording Secretary

Parks & Recreation Commission
November 26, 2019