

CITY OF LOS ALAMITOS

3191 Katella Avenue Los Alamitos, CA 90720

AGENDA PARKS, RECREATION, AND CULTURAL ARTS COMMISSION REGULAR MEETING

July 1, 2020 – 6:00 p.m.

SAFETY ALERT – NOTICE REGARDING COVID-19

Due to COVID-19, the City of Los Alamitos Parks, Recreation and Cultural Arts Commission on July 1, 2020 will be conducted by videoconference pursuant to the provisions of the Governor's Executive Orders N-25-20 and N-29-20. The public may access the meeting electronically or telephonically.

Pursuant to Executive Orders and given the current health concerns, members of the public may not attend the meeting in person. Members of the public can access the meeting by phone by dialing +1 (301) 715-8592 and enter the Meeting ID: 858 5375 5544. Your microphone will be disabled upon entry for the duration of the meeting.

The public can submit comments to rnoda@cityoflosalamitos.org with the subject line "PUBLIC COMMENT ITEM #" (insert the item number relevant to your comment) or "PUBLIC COMMENT NON-AGENDA ITEM." Comments **received by 12:00 p.m.** will be compiled, provided to the Parks, Recreation and Cultural Arts Commission and made available to the public before the start of the meeting. Staff will not read email comments at the meeting but the official record will include all email comments received until the close of the meeting.

Members of the public wishing to verbally deliver comments via the telephone conference can submit their requests to rnoda@cityoflosalamitos.org **until the close of the public comment period.** The Department Secretary will compile a list of speakers who have indicated a desire to speak. Before the close of the meeting, the Department Secretary will announce each speaker, enable the speaker's microphone, and begin the three minute timer. The speaker's microphone will automatically be disabled at the end of three minutes.

All speakers shall observe civility, decorum and good behavior. Any item submitted to the Parks, Recreation and Cultural Arts Committee during the meeting shall become public record and subject to applicable disclosure laws.

NOTICE TO THE PUBLIC – This Agenda contains a brief general description of each item to be considered. Except as provided by law, action or discussion shall not be taken on any item not appearing on the agenda. Supporting documents, including staff reports, are available for review at City Hall in the City Clerk's Office or on the City's website at www.cityoflosalamitos.org once the agenda has been publicly posted.

Each matter on the agenda, no matter how described, shall be deemed to include any appropriate motion, whether to adopt a minute motion, resolution, payment of any bill, approval of any matter or action, or any other action. Items listed as "for information" or "for discussion" may also be the subject of an "action" taken by the City Council at the same meeting.

Any written materials relating to an item on this agenda submitted to the City Council after distribution of the agenda packet are available for public inspection online at www.cityoflosalamitos.org.

It is the intention of the City of Los Alamitos to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee, or a participant at this meeting, you will need special assistance beyond what is normally provided, please contact the City Clerk's Office at (562) 431-3538, extension 220, 48 hours prior to the meeting so that reasonable arrangements may be made.

1. CALL TO ORDER

2. ROLL CALL

Commissioner Bandak
Commissioner Crans
Commissioner Hill
Commissioner Nefulda
Commissioner Orozco
Vice Chair Murphy
Chair Duran

3. ORAL COMMUNICATIONS

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4. APPROVAL OF MINUTES

A. Approval of the Minutes for the Regular Meeting of June 3, 2020.

5. STAFF REPORTS

A. Parks Make Life Better Month: July

This report provides the Parks, Recreation & Cultural Arts Commission with information regarding Parks Make Life Better (PMLB) Month. Recreation staff have coordinated programs, events, and activities for the entire family to enjoy to help celebrate PMLB in the month of July.

Recommendation: Commission receive and file.

B. 2020 Drive-Up 4th of July Fireworks Spectacular

This report recommends actions to begin facilitating the planning and implementation of the 2020 Drive-Up 4th of July Fireworks Spectacular.

Recommendation: Commission receive and file.

C. Recreation and Community Services Department Budget FY 20-21

This report provides the Parks, Recreation & Cultural Arts Commission with information regarding the Fiscal Year (FY) 2020-2021 Recreation and Community Services Department budget.

Recommendation: Commission receive and file.

D. Nomination of a Parks, Recreation & Cultural Arts Commissioner and appointment to serve on the SCAG Active Transportation Plan Community Advisory Committee

This report provides the Parks, Recreation & Cultural Arts Commission with information regarding the Southern California Association of Government (SCAG) Active Transportation Program (ATP) Grant Project. The report also requests input into the nomination and appointment of one commissioner to serve on the Community Advisory Council (CAC).

Recommendation: Commission nominate and appoint.

6. ITEMS FROM THE RECREATION & COMMUNITY SERVICES DEPARTMENT

7. COMMISSIONER REPORTS

- A. At this time, Commissioners may report on items not specifically described on the Agenda that are of interest to the community, provided no action or discussion is taken except to provide staff direction to report back or to place the item on a future Agenda.

8. ADJOURNMENT

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing Agenda was posted at the Los Alamitos City Hall, 3191 Katella Ave. and online at www.cityoflosalamitos.org not less than 72 hours prior to the meeting. Dated this 26th day of June 2020.



Trini Zenovka, Department Secretary

**MINUTES OF PARKS, RECREATION AND CULTURAL ARTS COMMISSION
OF THE CITY OF LOS ALAMITOS**

REGULAR MEETING – WEDNESDAY, JUNE 3, 2020

1. CALL TO ORDER

The Parks, Recreation and Cultural Arts Commission met in a Regular Session at 5:00 p.m., Wednesday, June 3, 2020, via Zoom, Chair Duran presiding. As a result of the State of Emergency in California due to the threat of COVID-19 and pursuant to Governor Newsom Executive Order N-25-20 issued on March 12, 2020, all members of the Parks, Recreation, and Cultural Arts Commission attended telephonically.

2. ROLL CALL

Present: Commission Members: Bandak, Duran, Hill, Murphy, Nefulda, Orozco

Absent: Commission Members: Crans, Excused

Present: Staff: Emeline Noda, Recreation Manager
Ron Noda, Acting Deputy City Manager
Megan Shimada, Recreation Supervisor
Trini Zenovka, Department Secretary

3. ORAL COMMUNICATION

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Chair Duran opened Oral Communications.

Acting Deputy City Manager, Ron Noda stated no public comments were received. Chair Duran closed Oral Communications.

4. MINUTES

Roll Call Vote: Commissioner Bandak, Yes
Commission Crans, Not Present, Excused
Commissioner Hill, Yes
Commissioner Nefulda, Yes
Commissioner Orozco, Yes
Vice Chair Murphy, Yes

Chair Duran, Yes

Abstain: None

Motion Carried: The Parks, Recreation and Cultural Arts Commission approved the Regular Meeting of May 6, 2020.

5. STAFF REPORTS

A. None

6. ITEMS FROM THE RECREATION & COMMUNITY SERVICES DEPARTMENT

Megan Shimada, Recreation Supervisor

- Our Department Activity Guide for summer is available online and have a variety of virtual classes beginning June through July 5, 2020. Our in-person classes will resume to original programming beginning July 6, 2020 with some restrictions in place to keep everyone safe. We are very excited to get back into our Community Center and parks to resume some of our programming.
- We are currently working on an agreement with a new registration software for Race on The Base, called Race Roster and came highly recommended by our Timing Company, Gemini Timing. This software has built in marketing, easy registration process. We will begin shifting over to them for our FY 2020-2021 once we receive the Short-Term License Agreement (STLA) from the Military. This is also Race on the Base's 40th Anniversary and are hoping restrictions will be lifted so that we can celebrate this upcoming year's event.
- Modification to the Parks Program is underway with our new Camp in a Box to the first 50 participants. An email blast will go out to all former participants. COVID-19 restrictions have made the in-person program difficult resulting in the cancellation of the program. Modification to this program includes parents picking up the free camp in a box on Friday evenings for the following week so their children will have some activities to do.
- July is recognized by the California Parks and Recreation Society (CPRS) as "Parks Makes Life Better" month and we'll be offering modified activities with social distancing restrictions in place:
 - Parks Photography Contest, Youth and Adult Division:
 - Submit favorite park landscape photo that they have taken no later than July 15, 2020, winners will be announced on July 30, 2020.
 - Free arts & crafts workshop for children ages 3 to 12 years old, pre-registration is required for all ages).
 - A surprise self-care gift giveaway to a participating senior.
 - Yoga in the Park with one of our instructors, Shelby Donald at Little Cottonwood Park on July 25, 2020 at 8:00 a.m. We will be spacing all of the participants and required to bring their masks and mats.
 - A Jr. Ranger class will be offered online through the National Parks; children will be certified as Jr. Park Ranger once they have completed all of the activities.
 - A pop-up dog park will be offered with your furry family member at Laurel Park July 3-30, 2020 from 8:00 a.m. – 7:00 p.m. Monday through Friday. Social distancing guidelines will be in place and we will ask those participating not to pet any other dogs while they are in the dog park. We have moved the area for the pop up Dog Park to the shaded area under the trees and will offer a small and large dog section for all to enjoy.
 - A Virtual 3K Park Run for participants to complete during the month of July.

- We are encouraging a Backyard Camp Out and will be providing a list of activities in lieu of our Camp Out that they can do in the safety of their own home.
- We will continue to have our social media contest and prizes.
- We will be giving away Marigold seeds during this month so that participants can plant and watch them bloom as they grow very quickly.
- DIY video on creating floral arrangements from typical flowers you would find in your back yard or area.
- We are still working on a date (a Friday in July) with Vet Care for low cost clinic at Little Cottonwood Park or the Community Center.

Emeline Noda, Recreation Manager

- The City of Cypress is canceling their in person Cypress Run event and is now holding it virtually. The event is typically held on the fourth Saturday in July. The Cypress Run is part of the OC California Race Series along with Race on the Base and Run Seal Beach. Run Seal Beach has also cancelled their event in late March. We will all resume the OC California Race Series in 2021. We are trying to determine if this year's Race on the Base event will count or if they would have to start over due to the logistics of keeping track.
- We sent a virtual camp survey to 500 different families who participated in our programming for the past 3 years. From this survey, not many people were interested in virtual camp because the children may have been burned out on the distance learning offered through the schools. We received 140 responses back from the survey and 75 of those were interested in the in-person camp beginning in July. We normally have about 75 registrants in our day camp programming. Due to COVID-19, we are limiting registration to the first 40 campers. Typically, parents do not register for all 9 weeks as they choose different types of camps to send their children, and hope that we can accommodate the majority of these families. We do plan to begin Day Camp the week of July 6, 2020 with restrictions beginning with temperature checks and screening of symptoms. Parents will pick up and drop off in front of the Community Center. We will also accommodate each camper with individual supplies such as scissors, crayons, and markers. Other COVID-19 protocols include frequent hand washing; bring your own lunch and no use of the microwave. We will have disclaimers in our parent pamphlets and waivers to indicate the ways we are trying to reduce the exposure of COVID-19 and acknowledgement by parents that by signing up for any of our programs or coming into our facilities they acknowledge that there is a risk that there will be possible exposure.
- We have the Los Alamitos Volunteer Program (LAVP), typically 100 teens ages 11-17 that volunteer for our summer programs. This year the program will be limited due to COVID-19 restrictions, therefore, we have created along with Counselor in Training (CIT) program a 1½ hours weekly free virtual session with our staff. Today was our first meeting and we had 37 teens signed up. Sessions are designed for our staff to listen, guide conversation, and provide resources and an avenue for the teens to converse with one another. In addition, this is a great feeder into our CIT program for teens ages 13-16. These teens gain work experience in different areas of Recreation, learn teamwork, leadership, participate in job training workshops, These skills helps each youth develop their portfolio of professional skills and gain valuable training for their future.
- Senior Grocery Program - we are looking for a new location during the summer months, as we will begin in-person Community Center programs and classes on July 6, 2020 thus preventing us from utilizing the parking lot as a distribution center. Our participant numbers for the Senior Grocery Program has increased from 175 to 220 non-perishable boxes, recently added is a box of fresh produce.

- We had our first Senior Club Zoom call and 7-8 seniors participated and loved that we were offering an outlet for them to communicate with one another. We will be offering weekly Zoom calls on Thursdays from 10:00-11:00 AM.
- We attempted to provide a virtual program for preschool, but there was a lack of interest from families. Since our preschoolers did not get an in-person graduation, we emailed the parents and asked if they were interested in having a drive-thru graduation. Fourteen responded stating they were interested. We are scheduled to have a drive-thru graduation the second or third week of June and each family will receive a cap and gown for their child to wear at the graduation ceremony. The graduation ceremony will consist of the preschools families, limited to one car, driving up into the Community Center's parking lot, exiting out of their vehicles, the child walks across the stage as their name is announced, and photos being taken along with their family. Each child will receive a yearbook and goodies.
- Please check out our Social Media as the staff have been working hard to keep the public engaged and will continue after we re-open. Recently posted was a video on social distance walking as requested by Commissioner Hill at Little Cottonwood Park.

Ron Noda, Acting Deputy City Manager

- Due to the COVID-19 Pandemic Los Alamitos High School was not able to have their typical graduation and our City Council reached out to the Recreation Department, as they wanted to do something special for the graduating seniors. Staff designed a post card on the behalf of City Council congratulating the 2020 seniors.
- As part of the re-opening plan, Recreation Staff ranked each of the classes that we offered into three categories: (1) Least Risk, (2) Moderate and (3) High Risk. We will be offering classes that are ranked as a 1 or 2 when the Community Center reopens. Level 3 is the highest risk affecting at risks population and will not be able to offer these classes. We will be holding Parent and Me, Mini Super Stars and our Jr. Pee Wee Sports. We have a maximum set for each of these classes in place as they will have their own equipment and there will be no sharing of equipment.
- The governor announced a four-stage reopening process. Currently the State of California is in Stage 2, and the only location that we were able to reopen was the tennis facility at Laurel Park for one on one single play. We also allowed our instructor to provide private lessons. We established some guidelines and protocols with the instructor for social distancing. The water fountain and restroom amenities will not be available during this phase. We have also brought back some of our Recreation staff to help facilitate the sanitizing of City facilities. We have also requested City and Recreation staff to work more from the office and less telecommuting from home. We also notified the Youth Center that they may return to the facility and work from their offices.
- Tentatively on Monday, July 6, 2020, we will begin Stage 3 whereas Los Alamitos City Hall and Community Center will be open Monday through Thursday from 7:30 a.m. to 5:30 p.m. for walk-in visits and appointments. Visitors to City Hall and the Community Center will be required to wear face coverings and staff will greet all visitors at a check-in station prior to entering the buildings. The check-in station will include a temperature check and a visual check for COVID-19 symptoms. Social Distancing markers along the outside for those waiting to enter. The public is encouraged to stay at home if exhibiting any COVID-19 symptoms. City facilities will be sanitized frequently and hand sanitizers will be readily available for both City staff and the public. We have moved workstations six feet apart, placed plexiglass shields at the front counters and signage. We will train all of our employees on the proper use of personal protective equipment as well as sanitation protocols. We are also re-opening our playgrounds on July 6, 2020. A contractor will sanitize the

playground equipment twice a week as we are attempting to minimize spread of COVID-19. As for Stage 4, we currently do not know when this will occur; we will keep the commission posted on when we can begin to transition into this final stage.

- On May 18, 2020, City Council meeting approved the purchase of the 4th of July fireworks. At the June 15, 2020 City Council Meeting, staff will present a plan on how the event will look like and work in conjunction with the Joint Forces Training Base (JFTB). The concept is a drive- up and view option, similar to an outdoor drive in movie theater. Vehicles will come onto the base and park on the tarmac, east ramp and overflow areas with social distancing in place. People will be allowed to exit and sit in front of their vehicles to view the firework show.
- Music and Movies update: There are no plans to hold the event in the month of June. In the coming weeks, staff will be meeting to design a plan similar to 4th of July as a drive-in and view option. We will be emailing you an update in the coming weeks of all the logistics for this event.
- Also at the June 15, 2020 City Council Meeting, staff will do a presentation of "Parks Makes Life Better" month, which is a statewide initiative to promote parks, recreational activities, and community services for people of all ages. During July, the Los Alamitos Recreation & Community Services Department offers free activities, free admission, and social media contests to encourage residents to get out and recreate!
- City Council will be resuming in person meeting in July and the Commissions will follow in August. We will communicate with the Commissions of any changes.
- At the June 15, 2020 City Council Meeting, staff will prepare present an overview of the Department's budget. Staff will provide that same report to the Commission in July as requested by Commissioner Crans.
- We have been receiving several phone calls of the Red, White and Blue YOU ribbon across town as to when they will be removed. These items will be removed after the 4th of July along with the banners. We currently have staff replacing those that have faded torn, replaced or retied ribbon. We encourage you to continue to participate in on the Red, White Blue and YOU! To honor essential workers such as healthcare professionals, military personnel, firefighters, police officers, school employees, grocery and restaurant workers, the postal service, and bankers. We also want to do a Special Thank You to our Public Works Department employees who do not get much publicity. The crew are here every day and never missed a beat. I also want to thank the Recreation employees as well as they have been working every day and providing services as best as we can even though it has been challenging. The creativity, effort, flexibility that they have demonstrated is tremendous. I also want to do a special thank you to Emeline for taking on a greater role as Acting Director of Recreation as I have a different title of Acting Deputy City Manager. I will no longer be as involved with the Recreation Department as I have been transferred to Development Services and Public Work Department but will still be involved with Recreation in some capacity.
- Our Emergency Operation Center (EOC) has been activated for the Peaceful Protests in the cities the last couple of days as precaution.

7. COMMISSIONER REPORTS

Commissioner Orozco

- Nothing to report.

Commissioner Hill

- Love the ideas that the Recreation Department have come up with of physical activities during these times. Request that staff provide a report on a mutual

agreement or partnering with the Los Alamitos High School on the use of the pool on a future agenda for discussion.

Commissioner Bandak

- Asked what type of Fireworks will be shot off on the 4th of July, will they be the larger shells?
 - Response: Acting Deputy City Manager: Approval of the contract does eliminate the ground fireworks. We will go with the bigger shells, up to 8 inches, which is causing the fireworks show time to decrease to 18 minutes (originally 22 minutes).

Commissioner Nefulda

- Nothing to report

Vice Chair Murphy

- Nothing to report.

Chair Duran

- As always, commended the Recreation Department for doing amazing work. The world keeps throwing different situations and the Department is always able to come up with something that is fun and entertaining. This City is very fortunate and I, as a resident, appreciate having you be part of the team. Thank you so much for everything that you are doing, I greatly appreciate it. A shout out to the youth because they are the ones that put on the peaceful demonstration regardless of the political climate. It was free exercising of their right to speak in a peaceful and orderly manner.

8. ADJOURNMENT

The Parks, Recreation, and Cultural Arts Commission adjourned at 5:53 p.m.
Motion/Second: Duran/Bandak

Attest:

Alex Duran, Chair

Emeline Noda, Recreation Manager
Recreation & Community Services Department

City of Los Alamitos

PARKS, RECREATION & CULTURAL ARTS

AGENDA REPORT

MEETING DATE: July 1, 2020

ITEM NUMBER: 5A

To: Chair Alex Duran & Members of the Parks, Recreation and Cultural Arts Commission

Presented By: Megan Shimada, Recreation Supervisor

Subject: Parks Make Life Better Month

SUMMARY

This report provides the Parks, Recreation & Cultural Arts Commission with information regarding Parks Make Life Better (PMLB) Month. Recreation staff have coordinated programs, events, and activities for the entire family to enjoy to help celebrate PMLB in the month of July.

RECOMMENDATION

Commission receive and file.

Background

In 2009, California Parks and Recreation Society (CPRS) instituted a resolution to make July Parks Make Life Better Month. This resolution recognizes the importance of access to local parks, recreation, trails, open space, and facilities as a respite for all Californians.

Discussion

The following activities will be taking place in the month of July to engage community members in the celebration of PMLB:

- **Pop-Up Dog Park-** July 3-31 at Laurel Park from 7:00am-7:00pm. The dog park is divided into a small dog section and large dog section. Patrons are asked to bring their mask, adhere to social distancing, and refrain from petting dogs other than their own.
- **Parks Photography Contest-** Patrons are being asked to submit their favorite landscape photo in a park by July 15. Winners will be announced on July 30 for each division: youth and adult.

- Low Cost Vet Care Drive up Clinic- July 12 from 8:00-10:00am. Patrons may stop by Los Alamitos Community Center to receive low cost veterinary care and vaccines from the convenience of their own vehicle.
- Youth Arts & Crafts Workshop- July 18 from 2:30-4:30pm at the Los Alamitos Community Center. Classrooms will be broken up by age. Pre-registration is required.
- Senior Surprise Giveaway- July 21 at 1:00pm. Seniors asked to drive by the American Legion located at 3252 Florista Street in Los Alamitos during the Senior Grocery Program to receive a surprise giveaway.
- Yoga in the Park- July 25 from 8:00-9:00am at Little Cottonwood Park. Patrons may spread out throughout the park for a free hour of yoga. Mask and yoga mat are required of all participants.
- Junior Ranger Program- Explore. Learn. Protect. Youth have the opportunity to become a National Parks Service junior ranger online at <https://www.nps.gov/kids/become-a-junior-ranger.htm>. The Junior Ranger motto is recited by children around the country; each taking an oath of their own to protect parks, continue to learn about parks, and share their own ranger story with friends and family.
- Virtual Parks Run- Patrons may run with us in the month of July for a virtual 3K run throughout our City parks. We ask participants to tag us on their run and share their pics so we can highlight their accomplishment.
- Back Yard Camp Out- On July 11 we are asking the community to bust out the tent and s'mores as we camp out in their back yard! Fun educational tips and activities will be provided on our social medias to keep the whole family engaged.
- Plant a Marigold Flower- Patrons may stop by the Los Alamitos Community Center during business hours in the month of July (after July 6) to pick up a packet of marigold flower seeds to plant in your garden!
- DIY Flower Arrangement- Patrons may join Recreation staff in creating a flower arrangement from the convenience of their own garden with an instructional video produced by the Department.
- Social Media Contests & Prizes- Patrons may follow us on Facebook, Instagram, Twitter, and Tik Tok to participate in fun & engaging contests. Prizes will be awarded throughout the month of July.

Fiscal Impact

The projected cost of the activities is incorporated into the Recreation and Community Services Department general fund in various associated divisions. In kind supplies or services have been sought to offset some of the costs associated with the activities.

City of Los Alamitos

PARKS, RECREATION & CULTURAL ARTS

AGENDA REPORT

MEETING DATE: July 1, 2020

ITEM NUMBER: 5B

To: Chair Alex Duran & Members of the Parks, Recreation and Cultural Arts Commission

Presented By: Ron Noda, Acting Deputy City Manager

Subject: 2020 Drive-Up 4th of July Fireworks Spectacular

SUMMARY

This report recommends actions to begin facilitating the planning and implementation of the 2020 Drive-Up 4th of July Fireworks Spectacular.

RECOMMENDATIONS

Commission receive and file.

BACKGROUND

The California Department of Public Health and the Orange County Health Department currently have prohibited large public gatherings due to COVID-19. An exception to the prohibition allows for special events to proceed only in a drive-in and view format along with requirements pertaining to social distancing. The City Council voted at the June 1, 2020 City Council meeting to execute an agreement with Fireworks FX America to purchase the fireworks needed for a show and directed staff to explore the possibility of implementing the 4th of July Fireworks Spectacular on the Joint Forces Training Base (JFTB) in the drive-up and view format. The City Council directed staff to continue with the planning and implementation of the event at the June 15, 2020 City Council meeting. The JFTB has confirmed the City's access to the base for the event and has confirmed their preference for the type of operational plan described below.

DISCUSSION

Attendees in vehicles will enter the Joint Forces Training Base (JFTB) via the Lexington and Orangewood gate beginning at 7:15pm to park on the tarmac and view the fireworks show that will begin approximately at 9:00pm. No admittance to pedestrians or those on

bicycles will be allowed. Vehicle parking will be on the tarmac. A parking contractor will direct vehicles to the tarmac and instruct them to park in single-file rows with the appropriate social distancing and emergency access/driving lanes. Applying these standards, the tarmac is able to park approximately 2,300 vehicles. In addition to this primary parking area, overflow parking in the various parking lots on JFTB will allow an additional 1,000 vehicles for a max capacity of 3,300 (Attachment #1). While it is not believed to be needed at this time, staff has also requested to park overflow vehicles on the airfield's taxiways in the event it is needed. After the 18-minute fireworks show has concluded, vehicles will exit JFTB via the Lexington and Orangewood gate.

Port-a-potty units will be available for attendees to utilize. The units will be placed with the appropriate distancing between each one. The queue area will incorporate markings on the floor to ensure social distancing. The port-a-potty units will also have sanitizer and staff has ordered extra handwashing stations.

A contracted sound vendor will play an accompanying soundtrack to the fireworks show. As a backup, staff is also exploring the use of a FM transmitter that can play the soundtrack through the vehicle's radio and/or the use of Facebook live in order for those not in the vicinity of the sound vendor to enjoy the accompanying soundtrack.

Outreach

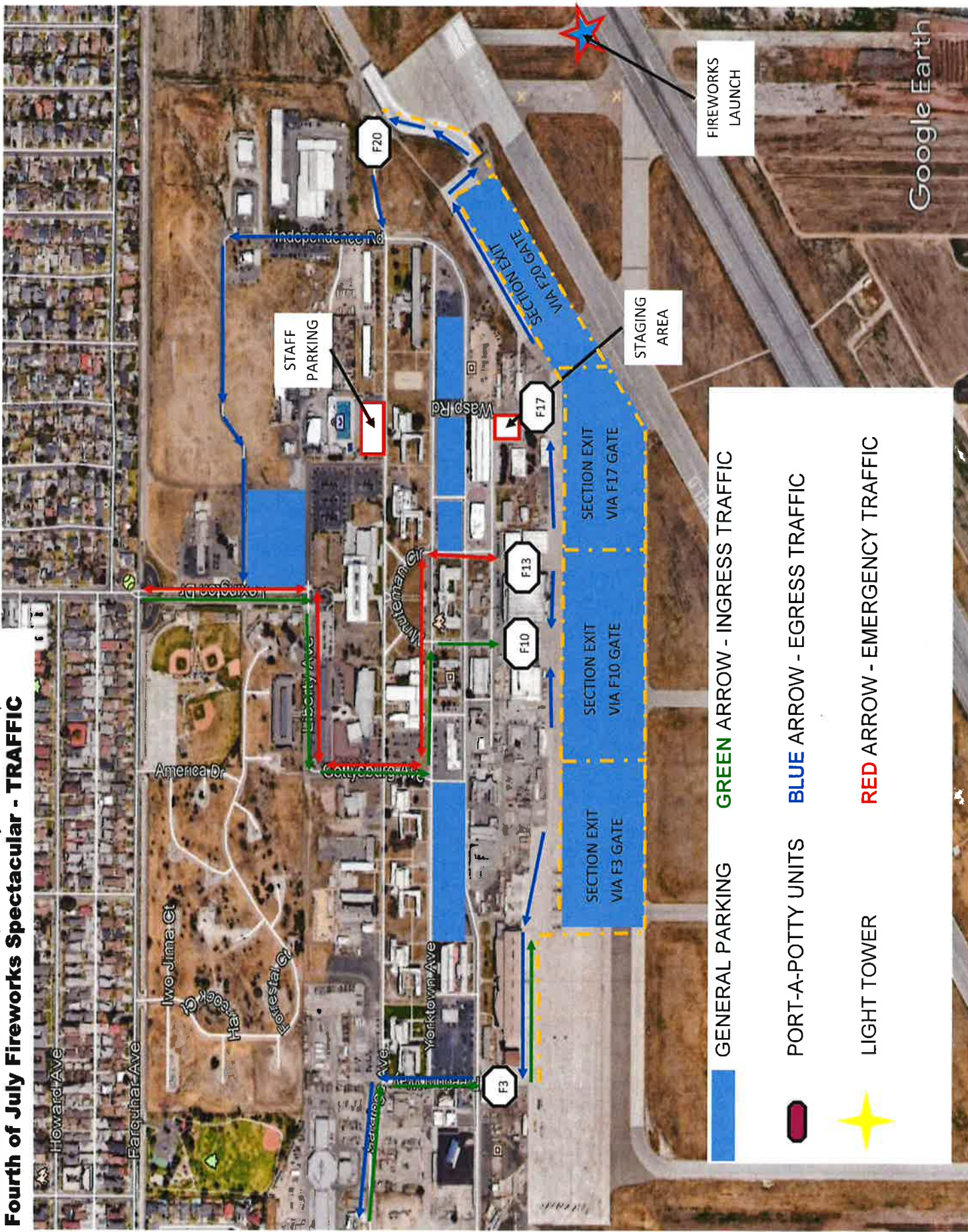
An outreach plan will be implemented to provide the public with information and guidelines for the Drive-Up 4th of July Fireworks Spectacular. Outreach prior to the event will include press releases, information on the City's website, social media, and purchasing space in the local print media outlets. Outreach at the event, which will focus on the rules of the event, will include banners, signage placed at key areas, flyers given to every vehicle that enters the JFTB, and banners on a City vehicle that will drive between vehicle lanes. A complete list of rules has been published on the City's website for the public to view prior to attending and arriving at the event.

FISCAL IMPACT

The projected cost of the event will be incorporated into the 4th of July Fireworks Spectacular budget in the Recreation and Community Services Department special event division. The expenditures of the cost of the event is offset by proceeds from Race on the Base, cash and in-kind sponsorships, an in-kind contribution from the City of Seal Beach and event proceeds from previous 4th of July events.

Attachment: 1. 4th of July Fireworks Spectacular Map

Fourth of July Fireworks Spectacular - TRAFFIC



City of Los Alamitos

PARKS, RECREATION & CULTURAL ARTS

AGENDA REPORT

MEETING DATE: July 1, 2020

ITEM NUMBER: 5C

To: Chair Alex Duran & Members of the Parks, Recreation and Cultural Arts Commission

Presented By: Emeline Noda, Acting Director of Recreation & Community Services

Subject: Recreation and Community Services Department Budget FY 20-21

SUMMARY

This report provides the Parks, Recreation & Cultural Arts Commission with information regarding the Fiscal Year (FY) 2020-2021 Recreation and Community Services Department budget.

RECOMMENDATION

Commission receive and file.

BACKGROUND

The Recreation and Community Services Department presented the Department Budget for Fiscal Year (FY) 20-21 to the Los Alamitos City Council on Monday, June 15. The budget was adopted at this City Council meeting with an understanding that due to the COVID-19 pandemic, future adjustments may be proposed based on lifting program restrictions from the State of California. The Citywide budget will be reviewed on a quarterly basis and staff will address recommendations at each review.

DISCUSSION

The Recreation and Community Services Department budget presentation outlines the various divisions of the department including: Administration, Community Services, Day Camp, Parks Program, Sports, Classes, and Special Events. Following discussion on each division, a table and pie chart displays the proposed amounts per area. The remaining slides summarize how the department has adjusted due to COVID-19 in the last three months and a discussion of what future adjustments will need to be made.

FISCAL IMPACT

The Recreation and Community Services Department is budgeted in the City's General Fund.

Attachments: 1. Recreation and Community Services Department Budget Presentation



MISSION STATEMENT

To enhance the sense of community and create *Quality of Life* through people, parks, and programs.

DEPARTMENT GOALS:

- Provide valued recreational experiences for the community.
- Provide quality customer experience to all persons requesting service.
- Provide special event programs to strengthen community image and sense of place.
- Provide youth and adult sports programs to promote health and wellness.
- Foster human development through a wide selection of educational special interest classes for all ages.
- Provide programs that promote safety for all ages.
- Provide an educational, fun, and social program for preschool age children.
- Provide leadership, educational, social, and philanthropic programs for teens and young adults.
- Provide seniors with a stimulating social environment and program offering to keep them active and informed.
- Create a healthy and supportive work culture for Department employees.



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TITLE	POSITION	STAFF
ACTING DIRECTOR OF RECREATION & COMMUNITY SERVICES	1	EMELINE NODA
RECREATION MANAGER	1	(VACANT)
RECREATION SUPERVISOR	1	MEGAN SHIMADA
RECREATION COORDINATOR	1	STEVE KIM
DEPARTMENT SECRETARY	1	TRINI ZENOVKA
COMMUNITY SERVICES COORDINATORS	3	ERIKA HALBERG SAMANTHA KENNY ALEJANDRO LECUMBERRI
RECREATION SPECIALISTS	3	KATIE HOWARD DAVIKA KIM SHEENA MOORE

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DIVISIONS

SPECIAL
EVENTS

COMMUNITY
SERVICES

DAY CAMP

ADMINISTRATION

CLASSES

PARK
PROGRAM

SPORTS



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ADMINISTRATION 551



Manages the financial and logistical operations of the Recreation and Community Services Department.

The Division also provides administrative support to the Parks, Recreation and Cultural Arts Commission and other Departments in the City.



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COMMUNITY SERVICES 553

Responsible for the development and implementation of year-round programming and services for the senior population. Community Services is also responsible for scheduling reservations, policy revision, and day-to-day operations associated with the Community Center facility and surrounding complex.



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DAY CAMP 554

Responsible for the development and coordination of the Los Alamitos Day Camp program: 9 week summer camp, 2 week winter camp, 1 week Thanksgiving camp, 1 week February camp, and 1 week Spring camp.



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PARK PROGRAM 555

Provides children the opportunity to play in a safe and fun environment for the constructive use of their free time during the summer. The free drop-in program provides children an opportunity to participate in sports, games, crafts, and to go on excursions.



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SPORTS 556

Responsible for the development and administration of the City's youth and adult sports programming. This division also allocates athletic facilities throughout the City and routinely interacts with the Los Alamitos Unified School District and field user groups.



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CLASSES 557

Division provides a comprehensive selection of special interest classes for all age groups. Classes provides a positive and constructive use of free-time. Participation can develop into lifelong interests or hobbies, and encourage growth in numerous areas.



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SPECIAL EVENTS 558

Coordinates the City's annual special events that unite the community, focus on family, and strengthen community image and sense of place. Special events also give the community an opportunity to come together and celebrate the positive aspects of living in Los Alamitos.



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DEPARTMENT STATUS

EXPENDITURES

ADMINISTRATION	\$609,344
COMM. SRVCS.	\$37,819
DAY CAMP	\$76,435
PARKS PROGRAM	\$30,216
SPORTS	\$132,241
SPECIAL CLASSES	\$148,667
SPECIAL EVENTS	\$269,734
TOTAL - \$1,304,456	

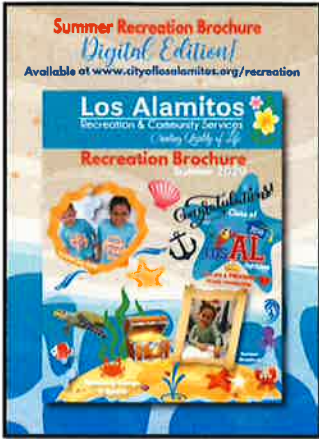
EXPENDITURES



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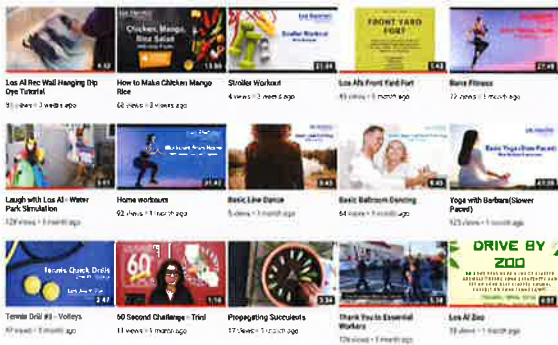
HOW WE HAVE ADJUSTED WITH COVID-19

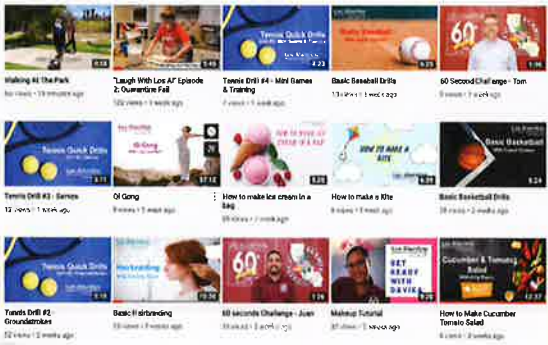




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Community Health Family Safety Education

HOW WE HAVE ADJUSTED WITH COVID-19





Los Alamitos Recreation 

Los Alamitos
 Recreation & Community Services
Creating Quality of Life

Community Health Family Safety Education

HOW WE HAVE ADJUSTED WITH COVID-19



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DRIVE BY ZOO

DO YOUR KIDS HAVE A LOT OF STUFFED ANIMALS? BRING YOUR CREATIVITY AND SET UP YOUR BEST STUFFED ANIMAL EXHIBIT ON YOUR FRONT LAWN!

FRIDAY, APRIL 17TH
2:00 PM - 5:00 PM

DRIVE AROUND YOUR NEIGHBORHOOD & SEE THE LOS ALAMITOS ZOO!



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Community Health Family Safety Education

HOW WE HAVE ADJUSTED WITH COVID-19

Senior Grocery Program







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Community Health Family Safety Education

HOW WE HAVE ADJUSTED WITH COVID-19

Senior Wellness Calls and Zoom Meetings





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HOW WE HAVE ADJUSTED WITH COVID-19



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Summer Day Camp
REGISTER NOW! SPOTS LIMITED

On-Site Camp: July 6 - August 21, Los Alamitos Community Center

Sponsored by: Southland Credit Union

7 weeks, Ages 6-12, Crafts, Games, Activities, & Fun!

Session Rates: REG: \$105, NON-REG: \$110
Extended On-Site (7am-6pm) Weekly Rate: REG: \$137, NON-REG: \$163
(*Includes Regular Rates)

Safety Guidelines:
*No one session weeks YES, NO! schedule any excursions. All activities will remain on site (SHEET Oak 14.1) with safety protocols in place. Staff will wear masks and routinely check temperature, and multiple hand hygiene times. Limited equipment in the room, and maintain social distancing guidelines. Masks are OBLIGATORY for campers. On-site session weeks may change due to the guidelines recommended by the California Department of Public Health and Orange County Health Department.

(562)430-1073 • cityoflosalamitos.org/recreation



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SUMMER PARKS PROGRAM
July 3 - July 31

Free Camp in a Box to the first 50 participants registered online each week!

Pick up every Friday at the Los Alamitos Community Center from 3:00pm-7:00pm

Arts & Crafts
Games
Activities
Enrichment

SPONSORED BY: Southland Credit Union

Register online at www.cityoflosalamitos.org/recreation



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CIT
July 6 - July 31
Teens age 13-16

Counselor in Training (CIT) will gain valuable work experience and work alongside the Los Alamitos Day Camp Staff to prepare camp activities, organize games, arts & crafts, and assist staff with special events. They will learn what it takes to be a Day Camp Counselor. Each session will also feature training workshops aimed to develop and strengthen professional skills for teens. **NO REFUND** and/or transfer.

Session Rates for CIT:
No Excursions scheduled:
Session 1: 7/6 - 7/17
Session 2: 7/20 - 7/31

Regular Hours:
Mon-Fri 8am-4pm
Extended Hours:
Mon-Fri 7am-6pm
Saturday 9am-12pm
Summer Session CANNOT be split up.

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HOW WE HAVE ADJUSTED WITH COVID-19



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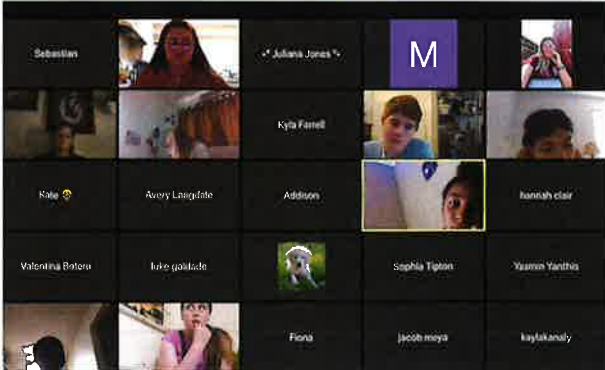
NEW PROGRAM!
JUNE 3 - JULY 1

FREE VIRTUAL CIT PROGRAM

VIRTUAL CLASSES - AGES 11-17
ONCE A WEEK ON WEDNESDAYS FOR FIVE WEEKS. 1.5 HOUR SESSIONS COVERING FIVE DIFFERENT TOPICS, INCLUDING:

- WEEK #1 - INTRODUCTION
- WEEK #2 - SPECIAL INTEREST
- WEEK #3 - SELF-CONFIDENCE
- WEEK #4 - COMMUNICATION
- WEEK #5 - ADULTING 101

PARTICIPATION COUNTS AS LAYV SERVICE HOURS



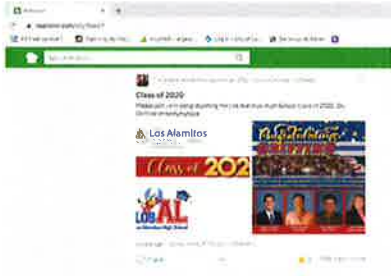
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Community Health Family Safety Education

HOW WE HAVE ADJUSTED WITH COVID-19







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Community
Health
Family
Safety
Education

HOW WE HAVE ADJUSTED WITH COVID-19



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Health
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Safety
Education

HOW WE HAVE
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My City  My Los Al



Shop Local  Donate & Volunteer  Support

 www.cityoflosalamitos.org 

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PARKS, RECREATION & CULTURAL ARTS

AGENDA REPORT

MEETING DATE: July 1, 2020

ITEM NUMBER: 5C

To: Chair Alex Duran & Members of the Parks, Recreation and Cultural Arts Commission

Presented By: Ron Noda, Acting Deputy City Manager

Subject: Nomination of a Parks, Recreation & Cultural Arts Commissioner and appointment to serve on the SCAG Active Transportation Plan Community Advisory Committee

SUMMARY

This report provides the Parks, Recreation & Cultural Arts Commission with information regarding the Southern California Association of Government (SCAG) Active Transportation Program (ATP) Grant Project. The report also requests input into the nomination and appointment of one commissioner to serve on the Community Advisory Council (CAC).

RECOMMENDATION

1. Discuss the Active Transportation Program (ATP) Grant Project; and,
2. Nominate and appoint a representative from the Parks, Recreation, and Cultural Arts Commission for the Community Advisory Council (CAC).

Background

Since 2005, the Sustainability Planning Grants Program (formerly known as Compass Blueprint) has strengthened partnerships with cities and local municipalities by providing consultant services as well as financial and technical resources for selected projects, free of charge. The Southern California Association of Governments (SCAG) accepted applications for the Sustainability Planning Grants Program in 2016. City of Los Alamitos staff and interns applied for this SCAG Grant in November 2016. The City was not immediately awarded the grant and was placed on a waitlist until 2019 when the City was notified that the grant is now funded.

With the grant, the City desires to establish a bike and pedestrian-friendly environment throughout the City through the creation of a Community-wide Active Transportation Plan (ATP). The ATP will support and inform ActiveOC, Orange County's Bike and Pedestrian Plan being developed by the Orange County Transportation Authority (OCTA). It will address specific issues related to bicycle elements, pedestrian elements, Safe Routes to School (SRTS), and regional connections. Improving conditions for walking and bicycling within the City of Los Alamitos would provide residents with greater access to jobs, goods, and services without the use of an automobile. Increasing the percentage of trips made by bicycling and walking will reduce overall VMT (Vehicle Miles Travelled) and GHG (Greenhouse Gas) emissions.

The SCAG grant award to the City is for \$150,000.00. The City does not receive those funds directly. SCAG pays those monies, as well as a \$15,000.00 match that the City provided, directly to a consultant who will conduct the work under the supervision of City Staff. The Consulting firm selected for this project by SCAG is KTUA, and Latino Health Access assists them. Tonight, KTUA requests that the Parks, Recreation, and Cultural Arts Commission nominate and appoint a Commissioner as a member of the Community Advisory Committee (CAC) for the SCAG ATP Grant.

Discussion

The City of Los Alamitos, along with the consultant KTUA, has recently launched the planning process for the Los Alamitos Active Transportation Plan (ATP). The goal of the ATP is to evaluate the City's streets so that it can successfully plan for safe and accessible walking, biking, and "rolling" environments.

One member of the Parks, Recreation and Cultural Arts Commission is invited to participate in a Community Advisory Committee (CAC) where the Commissioner, on behalf of the PR&CA Commission will have an opportunity to share their knowledge and experience with anything related to active transportation. The Commissioner will be asked to attend (in-person or virtually pending COVID-19 health guidelines) approximately six (6) meetings during the ATP's 10-month process. Each meeting will cover a different topic and the feedback collected will help shape the final ATP.

The role of CAC members will include:

- Providing feedback at each meeting
- Representing the values and viewpoints of the community
- Sharing ATP-related information to friends, neighbors, and social networks
- Encouraging others to participate in outreach events

Below is the tentative CAC schedule:

CAC #1 Mid/Late July 2020

- Topic: Introductions, ATP Overview/Goals, Outreach Feedback

CAC #2: Mid/Late August 2020

- Topic: Present Existing Conditions Analysis, Outreach Feedback, Walk Audit

CAC #3: Late September 2020

- Topic: Review Potential List of Projects, Outreach Feedback, Walk Audit

CAC #4: Late October 2020

- Topic: Review Design Concepts

CAC #5: Mid November/Early December 2020

- Topic: Review ATP Programs and Implementation Strategies

CAC #6: Mid January 2021

- Topic: TBD

Fiscal Impact

The grant has been provided by SCAG with a City matching fund of \$15,000.