

CITY OF LOS ALAMITOS

3191 Katella Avenue Los Alamitos, CA 90720

AGENDA PARKS, RECREATION, AND CULTURAL ARTS COMMISSION REGULAR MEETING

September 2, 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 August 5, 2020.

5. STAFF REPORTS

A. Virtual Community Center

This report provides the Parks, Recreation & Cultural Arts Commission with information regarding the Virtual Community Center.

Recommendation: Commission receive and file.

B. Enrichment Explorers Program

This report provides the Parks, Recreation & Cultural Arts Commission with a preview of the Enrichment Explorers Program

Recommendation: Commission receive and file.

C. Preview of September City Events

This report provides the Parks, Recreation & Cultural Arts Commission with a preview regarding September City Events

Recommendation: Commission receive and file.

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 27th day of August 2020.



Trini Zenovka, Department Secretary

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

REGULAR MEETING – WEDNESDAY, August 5, 2020

1. CALL TO ORDER

The Parks, Recreation and Cultural Arts Commission met in a Regular Session at 6:02 p.m., Wednesday, August 5, 2020, via Zoom, Vice Chair Murphy 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, Crans (late), Hill (late) Murphy, Nefulda, Orozco

Absent: Commission Members: Duran, Excused

Present: Staff: Emeline Noda, Acting Director of Recreation & Community Services
Ron Noda, Acting Deputy City Manager
Megan Shimada, Recreation Supervisor
Erika Halberg, Recreation Coordinator

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Vice-Chair Murphy opened Oral Communications.

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

4. APPROVAL OF MINUTES

Motion/Second: Bandak/Murphy

Motion Carried 4/0 (Hill, Crans Late): The Parks, Recreation and Cultural Arts Commission approved the Regular Meeting of August 5, 2020.

ROLL CALL VOTE

Chair Duran	(Excused)
Vice Chair Murphy	Aye
Commissioner Bandak	Aye
Commissioner Crans	(Late)
Commissioner Hill	(Late)
Commissioner Nefulda	Aye
Commissioner Orozco	Aye

5. STAFF REPORTS

A. Drive-Thru Senior Grocery Program

This report provides the Parks, Recreation & Cultural Arts Commission with information regarding the Drive-Thru Senior Grocery Program sponsored by Second Harvest Food Bank and Feeding America in providing free groceries to senior citizens and low-income families.

Community Services Coordinator Erika Halberg summarized the staff report.

B. Upcoming Drive-Up City Events

This reports provides the Parks, Recreation & Cultural Arts Commission provided with information regarding upcoming modified Drive-Up City Events. COVID-19 (Coronavirus) has affected all operations of public, private, and non-profit agencies. This includes community special events. According to the Orange County Health Department, only drive-up events are permitted to take place due to current health conditions state-wide.

Acting Recreation & Community Services Director summarized the staff report.

C. Scholarship Program

This report provides the Parks, Recreation & Cultural Arts Commission with revised scholarship program information to assist low-income individuals and families in participating in recreation programming. Scholarship funds are available for all ages to assist low-income individuals and families in participating in Los Alamitos Recreation and Community Services programs.

Acting Deputy City Manager Ron Noda summarized the staff report.

6. ITEMS FROM THE RECREATION & COMMUNITY SERVICES DEPARTMENT

Megan Shimada, Recreation Manager

- Announced to the PR&CA that she will be on maternity leave beginning next month until the end of the year. Wished all Commissioners Happy Holidays and a great rest of the year. Announced that Vanessa Ivie has been hired part time to fill in as a Special Projects Coordinator.
- The Department Activity Guide for Fall is delayed due to recent changes related to daily COVID-19 restrictions, a postcards will be mailed for virtual brochure. This brochure will be up to date and as accurate as possible before it goes live for

registrants in the next few weeks. Classes for the Fall will begin on September 21, 2020. We will continue to keep you updated on any changes relating to programming and events, in the event restrictions are eased.

Emeline Noda, Acting Director of Recreation & Community Services Department

- The City of Los Alamitos Recreation and Community Services Department is waiting to hear from the Los Alamitos School District update on reopening, in person classes modified classes and distance learning. Once the announcement is confirmed, this will allow us to prepare for the need of our community and provide, childcare needs, after and before schools, and working parent's needs. Our staff is currently working on designing a new enrichment program similar to day camp programming: Monday through Friday from 9:00 a.m. – 4:00 p.m. – weekly options only, similar fees, and maximum registration of 40 participants per week.
- Senior Grocery Program will be at Cottonwood Church (4505 Katella Avenue, Los Alamitos 90720) beginning August 11, 2020 from 1:00 p.m. – 2:00 p.m.
- Youth Sports, we will be offering Tennis and conditioning camps preparing for Basketball, as we are not able to conduct games due to COVID restrictions. We will provide Preschool Program M,W,F currently this class is full with 14 participants. We will be offering Tuesday and Thursday classes for the 4-5 year olds, as we did not receive much interest for the three-year-old class. Those on the MWF waitlist will be notified to register for Tuesday and Thursday class as this class will be modified with extended to mirror MWF class total hours per season.
- We are continuing to provide our Senior Club Membership with weekly zoom meetings topic discussions and well check on all of our senior registrants and members. We are currently brainstorming ideas to keep them engaged and stay connected.

Ron Noda, Acting Deputy City Manager

- At the City Council meeting of August 11, 2020, Council will vote for Consideration and Possible Approval of a Rebuttal Ballot Argument to the Argument against a Proposed One & One-half Cent (1.5%) Sales Tax (Transactions and Use) Measure. This item provides the Council with an opportunity to discuss and consider approval of a rebuttal argument to the Argument against the Measure for a proposed one and one-half cent (1.5%) Sales Tax.
- Reminded PR&CA Commission that General Municipal Election will be held on the first Tuesday in November this year to elect members of the City Council and local ballot measures. This year there are three Council seats to be filled in Districts 1, 2, and 3. Candidates elected at the November 3, 2020, election will serve a four-year term. Mayor Richard Murphy announced that he will not be participating in the election.
- The Orange County Sanitation District (OCSD) project will tentatively begin in January 2021. The project will impact traffic in Los Alamitos, specifically on Oak Street, Los Al Boulevard, and Katella Avenue. Construction work will take place both during the day and night. Please stay informed and refer to the City's website for all updates relating street constructions, COVID-19, Recreation and Community Services Departments Programs and Events, and the Los Alamitos Police Department.
- Epson is slated to occupy fully the building after Labor Day. The driveway going into the Epson and City Hall parking lot is currently Civic Center Way. There is an item for discussion on August 17, 2020 City Council meeting to discuss renaming the driveway to Epson Way.

7. COMMISSIONER REPORTS

Commissioner Hill

- Nothing to Report.

Commissioner Crans

- Nothing to Report.

Commissioner Orozco

- Nothing to report.

Commission Bandak

- Nothing to report.

Vice Chair Murphy

- Nothing to report.

Commission Nefulda

- Nothing to report.

8. ADJOURNMENT

The Parks, Recreation, and Cultural Arts Commission adjourned at 7:32 p.m.
Motion/Second: Murphy/Crans

Attest:

Trisha Murphy, Vice Chair

Emeline Noda

Acting Director of Recreation & Community Services
Recreation & Community Services Department

City of Los Alamitos

PARKS, RECREATION & CULTURAL ARTS

AGENDA REPORT

MEETING DATE: September 2, 2020

ITEM NUMBER: 5A

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

Presented By: Erika Halberg, Community Services Coordinator

Subject: Los Alamitos Virtual Community Center

SUMMARY

This report provides the Parks, Recreation & Cultural Arts Commission with information regarding the Los Alamitos Virtual Community Center.

RECOMMENDATION

Commission receive and file.

BACKGROUND

The Los Alamitos Recreation and Community Services Department provides a free Virtual Community Center located online at www.cityoflosalamitos.org/recreation that is uploaded weekly with new information, activities, and classes for the community to enjoy.

DISCUSSION

In response to the novel coronavirus (COVID-19), the Los Alamitos Recreation and Community Services Department created a free Virtual Community Center located online at www.cityoflosalamitos.org on March 17. The Virtual Community Center is updated weekly with new content and is broken into five sections: Informational, Enrichment, Exercise and Fitness, Themed Weeks, and Entertainment.

The Informational section contains important Los Alamitos news, including COVID-19 guidelines and updates on upcoming special events, programs, and activities.

The Enrichment section contains virtual Recreation classes for all ages, abilities, and skill levels. The Recreation and Community Services Department has several video demonstrations and tutorials taught by Recreation staff for the public to enjoy.

The Exercise and Fitness section contains full-length video workouts for the public to enjoy from the comfort of their home. This section also includes workout routines, inspirational material, and additional health-related material.

The Themed Week section contains weekly activities centered on a specific theme. All activities, recipes, and enrichment content revolves around the week's theme.

The Entertainment section contains recreational activities for the public's leisure. Content includes family activities, recipes, challenges, and additional leisure activities.

Recreation staff create new content weekly to be uploaded to the Virtual Community Center. The content is also uploaded to the Recreation Department's social media accounts on Facebook, Twitter, Instagram, Nextdoor, and Youtube. To access the Virtual Community Center, please visit www.cityoflosalamitos.org/recreation

FISCAL IMPACT

Monthly expenditures for the Virtual Community Center include a \$2.99 monthly subscription for Google One. The subscription is used for storage for the Virtual Community Center. Funds for the expenditure come from the Supplies Division of the General Fund. Additional expenditures include the occasional prize for a social media contest. Prizes include a virtual gift card purchased on Amazon for various amounts, including \$15, \$20, or \$25. Contract class instructors are paid \$50/hour to teach and record virtual classes. Funds for the expenditures come from the Recreation and Community Services Division of the General Fund.

City of Los Alamitos

PARKS, RECREATION & CULTURAL ARTS

AGENDA REPORT

MEETING DATE: September 2, 2020

ITEM NUMBER: 5B

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

Presented By: Steve Kim, Recreation Coordinator

Subject: Los Alamitos Enrichment Explorers

SUMMARY

This report provides the Parks, Recreation & Cultural Arts Commission with information regarding the upcoming Los Alamitos Enrichment Explorers Program.

RECOMMENDATION

Commission receive and file.

BACKGROUND

The Los Alamitos Recreation and Community Services Department provides a Day Camp program for kids to attend during their academic breaks. The Day Camp program is a safe place for kids to come enjoy crafts and activities while parents are at work. Kids can attend day camps during the February break, Spring Break, summer break, Thanksgiving break and winter break.

DISCUSSION

The Center for Disease Control and Prevention published a list of guidelines for Youth and Summer Camps to implement to prevent the spread of the novel coronavirus (COVID-19). In conjunction with the guidelines set by the California Department of Public Health, staff created a Day Camp program to not only provide a service to the community but also meet safety standards to maintain the health and wellness of campers and staff. The summer program took place in the months of July and August and averaged 38 campers per week with the safety guidelines in place.

Starting this September, the Day Camp program plans to transition to an enrichment program to provide support for families during hybrid schooling. Parents working outside the home and working from home indicated the need for childcare with the hybrid school schedule. The registration capacity for the Enrichment Explorer Program will be the same

maximum as this past summer with 40 kids to maintain social distancing. The program will have regular hours and extended hours for a fee to accommodate parents who work beyond the regular program hours.

Staff is taking into consideration information that is released daily from the Los Alamitos Unified School District and developing the program as information is received. At this time, the program cannot accommodate distance learning for the first week of school due to increased demands on network and WiFi access at simultaneous times. The program is expected to begin Tuesday, September 8 to support the hybrid schedule and provide enrichment activities such as art, science, physical activities and sports.

Tentative daily schedule for the Enrichment Explorers program:

7:00-8:00am	Check-in/setting up personal devices and work areas/individualized activities
8:00-11:30am	Group cohort socially distanced activities for children in Hybrid Group B. Students participate in distance learning from other school districts
11:00-11:45am	Students in Hybrid Group A arrival and lunch break
11:45-3:00pm	Distance learning continue for distance learning or asynchronous. Group cohort socially distanced activities for children in Hybrid Group A
3:00-6:00pm	Afterschool cohort enrichment activities (art, science, sports)

The program is subject to change or cancellation based on COVID-19 restrictions at the time the program occurs.

FISCAL IMPACT

Staffing is offset by program fees is derived from the General Fund in the Recreation and Community Services Department Day Camp division.

City of Los Alamitos

PARKS, RECREATION & CULTURAL ARTS

AGENDA REPORT

MEETING DATE: September 2, 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: September City Events

SUMMARY

This report provides the Parks, Recreation & Cultural Arts Commission with a preview of the upcoming September City events.

RECOMMENDATION

Commission receive and file.

BACKGROUND

The Los Alamitos Recreation and Community Services Department has modified upcoming events according to COVID-19 restrictions to keep the community as safe as possible, while still being able to enjoy community events that the community is accustomed to in contributing to Los Alamitos' quality of life.

DISCUSSION

90720 Celebration

The Los Alamitos Recreation and Community Services Department is celebrating its zip code "90720" on 9/07/20! Join us for the first-ever Southland Credit Union My City My Los Al 90720 Celebration Event presented by MemorialCare Miller Children's & Women's Hospital Long Beach on Monday, September 7. This event features three parts:

1) Bikes and Bites- a socially distanced, self-paced restaurant tour around Los Alamitos. Purchase tickets at <https://losalbikesandbites.eventbrite.com> to taste and enjoy a variety of food and support your favorite Los Alamitos restaurants or try some new ones from 3:00pm to 7:00pm. Proceeds benefit the restaurants and the Los Alamitos Recreation and Community Services Department Scholarship Program for families in need.

2) End the night with a FREE drive-up concert featuring Flyer Band from 6:00pm-7:30pm at the Los Alamitos Youth Baseball Parking Lot! Reservations are required at <https://90720drive-upconcert.eventbrite.com>.

3) Follow us on all our social media platforms for some amazing contests and giveaways to celebrate 90720 @losalrecreation!

The Los Alamitos Recreation and Community Services Department would like to thank Southland Credit Union and MemorialCare Miller Children's & Women's Hospital Long Beach for helping make this community event a reality. The Los Alamitos Recreation & Community Services Department is currently accepting applications for restaurant vendors.

NEW EVENT! CELEBRATING 90720 ZIP CODE!

Southland CREDIT UNION

My City My Los Al

Celebrating 90720 60th Anniversary

Social Media Contests
Follow @losalrecreation

Social distanced & with face coverings

Family-Friendly!

Monday, September 7, 2020

Bike or Walk!
Choose your own route

3:00 p.m. to 7:00 p.m.

Bikes & Bites

Los Alamitos Restaurant Tour

Presented by: **MemorialCare**
Miller Children's & Women's Hospital Long Beach

50th Anniversary

Ticket bundle packages are available for purchase at <https://losalbikesandbites.eventbrite.com>

For more info >>> www.cityoflosalamitos.org/recreation

Los Alamitos Recreation & Community Services
Creating Quality of Life

Drive-Up Concert!
Reservations Required

6:00 p.m. to 7:30 p.m.

Los Alamitos Youth Baseball Parking Lot
4370 Farquhar Ave, Los Alamitos

- Flyer Band
- Concessions
- Giveaways
- Free entry
- Pre-register

Pre-register at <https://90720drive-upconcert.eventbrite.com>

Participating Los Al Restaurants

A LA WATER

FLAME & BROILER

Wahoo's

TACO PALS

SUBWAY

Wendy's

Hortencias

JJ

***Event subject to changes or cancellation based on restrictions in place at the time of event.**

Serve Los Al

The inaugural Serve Los Al event took place on June 29-30, 2018 and was successful with 200 volunteers in its first year and a first annual Health Fair Clinic. From the first year event, the committee expanded the second annual Serve Los Al to include resident projects and a shelter animal projects, and a new outdoor Health Expo, in addition to the nonprofit and City projects and indoor Health Fair. The third Serve Los Al event is

scheduled for September 11-12, 2020 and has been modified due to COVID-19 to include the following:

- Volunteer Service Projects (sign ups at www.servealos.org) – September 11-12
- Vet Care Drive-Up Clinic and Pet Supply Donation Drive at the Community Center – September 12
- Health Goodie Bag Pick Up at Little Cottonwood Park – September 12
- Hygiene Item Donation Drive at Little Cottonwood Park – September 12
- Dumpster Day at St. Isidore Historical Plaza – September 12

Details can be found in the graphics below:

Citywide Volunteer Service Event
SEPTEMBER 11-12, 2020
 volunteers needed!

Give back Service Community

Serve LOS AL
philanthropy deeply rooted in the community

Give back Service Community

Serve LOS AL Sign up to volunteer at www.servealos.org

VET CARE

DRIVE-THRU VACCINE CLINIC

Rabies \$12

LOS ALAMITOS COMMUNITY CENTER
 10911 OAK ST.

SAT. SEPT. 12TH
 8:00 - 10:00 AM

Vehicle and face mask required

Vaccines, Microchipping, Flea Control, & Wellness Services
 Accepting: Cash, Visa, MasterCard, Amex, & Discover
 • \$5 Medical Waste Disposal Fee

FOR MORE INFO CALL: 1 (800) 986-VETS

Pet Supplies Donation Drive

DONATIONS ACCEPTED
 Until **September 12th at Noon** at the
Los Alamitos Community Center

Pet food, toys, blankets, beds, cat litter,
 cat towers, litter boxes, leashes, treats, etc.

All donations will benefit local rescues. For more information, please call or visit us at:

(562) 430-1073
cityoflosalamitos.org/recreation

FREE DUMPSTER DAY **SATURDAY, SEPTEMBER 12**
FROM 9:00AM-3:00PM



REPUBLIC SERVICES



ST. ISIDORE HISTORICAL PLAZA

FOR LOS ALAMITOS RESIDENTS ONLY

PLEASE NO FURNITURE LARGE ITEMS E-WASTE



DUMPSTERS WILL BE LOCATED AT:
ST. ISIDORE HISTORICAL PLAZA
(10961 Reagan St, Los Alamitos 90720)

50th MemorialCare Mary Children's & Women's Hospital Long Beach

Health Goodies Giveaway!

Drive-up style only
NO pedestrians or bikes allowed

SATURDAY, SEPTEMBER 12 @ Little Cottonwood Park
FROM 9:00AM-12:00PM 4000 Farquhar Avenue Los Alamitos 90720

FREE GOODIE-BAG
TO THE FIRST 200 PARTICIPANTS AT THE EVENT
Goodie-bags contain health-related items and promotional items from local health organizations

Serve LOS AL
philanthropy deeply rooted in the community
servealos.org

DRIVE-UP DONATION PROJECT
SATURDAY SEPT. 12, 2020 9am-12pm

Donate **HYGIENE SUPPLIES** that will be distributed to families in need. Donations can be dropped off at:
SPONSORED BY: Southland
Little Cottonwood Park Parking Lot
4000 Farquhar Ave, Los Alamitos
SATURDAY, SEPTEMBER 12 FROM 9:00 A.M. TO 12:00 P.M.

EXAMPLES INCLUDE:
Travel size containers or larger items are acceptable.
Please make sure all items are purchased new.

- Shampoo
- Conditioner
- Toothpaste
- Dental floss
- Tooth brush
- Mouthwash
- First aid kit
- Sewing kit
- Deodorant
- Travel soap or body wash
- Hand sanitizer
- Wipes
- Lotion
- Chapstick
- Toilet Paper
- Paper Towels
- Razors
- Shave cream
- Sunscreen
- Nail clippers
- Cleaning supplies
- Trash bags

YOUR DONATION IS VERY MUCH APPRECIATED AND WILL BE DISTRIBUTED TO THOSE WHO ARE MOST IN NEED.

FISCAL IMPACT

Costs for these events are offset by event sponsorships from Southland Credit Union, MemorialCare Miller Children and Women's Hospital Long Beach, Cottonwood Church, and Republic Services.