

CITY OF LOS ALAMITOS

3191 Katella Avenue Los Alamitos, CA 90720

AGENDA PARKS, RECREATION, AND CULTURAL ARTS COMMISSION REGULAR MEETING

March 3, 2021 – 7:00 p.m.

SAFETY ALERT – NOTICE REGARDING COVID-19

Due to COVID-19, the City of Los Alamitos Parks, Recreation and Cultural Arts Commission on March 3, 2021 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 enoda@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 enoda@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 Beck
Commissioner K. Duran
Commissioner Joseph
Commissioner Orozco
Vice Chair Murphy
Chair A. Duran

3. ORAL COMMUNICATIONS

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4. APPROVAL OF MINUTES

Approval of the Minutes for the Regular and Special Meeting of February 3, 2021.

5. STAFF REPORTS

A. Spring Carnival Drive-Thru Preview

This report provides the Parks, Recreation & Cultural Arts Commission with a preview of the 2021 Spring Carnival Drive-Thru.

Recommendation: Commission receive and file.

B. Preview of Upcoming Toddler Town Program

This report provides the Parks, Recreation & Cultural Arts Commission a preview of the upcoming Toddler Town Program.

Recommendation: Commission receive and file

C. 5th Grade: Next Level!

This report provides the Parks, Recreation & Cultural Arts Commission a preview of the Lee Elementary 5th Grade Activities called 5th Grade: Next Level!

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 25th day of February 2021.



Trini Zenovka, Department Secretary

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

SPECIAL MEETING – Wednesday, February 3, 2021

1. CALL TO ORDER

The Parks, Recreation and Cultural Arts Commission met in a Special Session at 6:10 p.m., Wednesday, February 3, 2021 online via Zoom with Chair A. 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, Beck, A. Duran, K. Duran, Joseph, Murphy, Orozco

Absent: Commission Members: N/A

Present: Staff: Emeline Noda, Acting Director of Recreation & Community Services
Ron Noda, Acting Deputy City Manager
Jacob Leon, KTUA Landscape Architecture & Planning Consultant
Megan Shimada, Recreation Supervisor
Erika Halberg, Recreation Coordinator
Trini Zenovka, Department Secretary

3. PRESENTATION

A. Active Transportation Plan

4. ADJOURNMENT

The Parks, Recreation, and Cultural Arts Commission adjourned at 7:02 p.m.
Motion/Second: Duran/Bandak

Attest:

Alex Duran, Chair

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

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

REGULAR MEETING – WEDNESDAY, February 3, 2021

1. CALL TO ORDER

The Parks, Recreation and Cultural Arts Commission met in a Regular Session at 6:02 p.m., Wednesday, February 3, 2021, online via Zoom with Chair A. 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, Beck, A. Duran, K. Duran, Joseph, Murphy, Orozco

Absent: Commission Members: N/A

Present: Staff: Emeline Noda, Acting Director of Recreation & Community Services
Ron Noda, Acting Deputy City Manager
Jacob Leon, KTUA Landscape Architecture & Planning Consultant
Megan Shimada, Recreation Supervisor
Erika Halberg, Recreation Coordinator
Trini Zenovka, Department Secretary

3. ORAL COMMUNICATION

The public can submit comments to enoda@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 enoda@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.

Chair A. Duran opened Oral Communications.

Acting Director of Recreation & Community Services Department Emeline Noda stated no public comments were received. Chair A. Duran closed Oral Communications.

4. APPROVAL OF MINUTES

Motion/Second: Orozco/Murphy

Motion Carried 4/0: The Parks, Recreation and Cultural Arts Commission approved the Regular Meeting of February 3, 2021.

ROLL CALL VOTE

Chair Duran	Aye
Vice Chair Murphy	Aye
Commissioner Bandak	Aye
Commissioner Orozco	Aye

5. INSTALLATION OF NEW COMMISSIONERS

Acting Director of Recreation & Community Services, Emeline Noda gave the Oath of Office and installed Morgan Beck, Katelyn Duran, and Ray Joseph as Parks, Recreation and Cultural Arts (PR&CA) Commissioners.

6. RECESS FOR SPECIAL AGENDA

Recess was taken at 6:10 p.m. to begin Special Agenda Item 3. PRESENTATION: Active Transportation Plan.

Jacob Leon, KTUA Landscape Architecture & Planning Consultant provided PR&CA Commission a summarized report on Active Transportation Plan - presentation ended at 7:02 p.m. and resumed to regular meeting.

7. PR&CA COMMISSION REORGANIZATION

Acting Director of Recreation & Community Services, Emeline Noda provided the PR&CA Commission with information to nominate and elect a Chair and Vice Chair for the annual reorganization of the PR&CA Commission.

Acting Director of Recreation & Community Services Department, Emeline Noda opened nominations for the position of Chair; Commissioner Orozco nominated Commissioner A. Duran, second by Commissioner Murphy. There being no further nominations, Acting Director of Recreation & Community Services, Emeline Noda closed the nominations.

ROLL CALL VOTE

Commissioner A. Duran	Aye
Commissioner Murphy	Aye
Commissioner Bandak	Aye
Commissioner Orozco	Aye

Commissioner Beck	Aye
Commissioner K. Duran	Aye
Commissioner Joseph	Aye

Unanimously carried: The PR&CA Commission appointed Commissioner A. Duran to the position of Chair.

Acting Director of Recreation & Community Services Department, Emeline Noda opened nominations for the position of Vice Chair; Commissioner Bandak nominated Commissioner Murphy, second by Commissioner Orozco. There being no further nominations, Acting Director of Recreation & Community Services, Emeline Noda closed the nominations.

ROLL CALL VOTE

Chair A. Duran	Aye
Commissioner Murphy	Aye
Commissioner Bandak	Aye
Commissioner Orozco	Aye
Commissioner Beck	Aye
Commissioner K. Duran	Aye
Commissioner Joseph	Aye

Unanimously carried: The PR&CA Commission appointed Commissioner Murphy to the position of Vice-Chair.

8. STAFF REPORTS

A. Film & Food Fest Movie Selection

This report provides the Parks, Recreation & Cultural Arts Commission with information on the 2021 Film and Food Fest Movie Selection.

Community Services Coordinator, Erika Halberg summarized the staff report and requested each Commissioner to nominate a movie selection for each date. Chair A. Duran opened nomination for August 20, 2021 - Chair A. Duran motioned for Remember the Titans, Vice Chair Murphy Second. Commissioner K. Duran motioned for Cars, Commissioner Orozco Second. There being no further nominations, Chair A. Duran closed the nominations.

ROLL CALL VOTE	<u>Cars</u>	<u>Remember the Titans</u>
Chair A. Duran	Nay	Aye
Vice Chair Murphy	Nay	Aye
Commissioner Bandak	Nay	Aye
Commissioner Orozco	Aye	Nay
Commissioner Beck	Nay	Aye
Commissioner K. Duran	Aye	Nay
Commissioner Joseph	Aye	Nay

The PR&CA Commission voted for: Remember the Titans 4/3

Chair A. Duran opened nomination for September 3, 2021 - Commissioner K. Duran Motioned for Zootopia, Chair A. Duran Second. There being no further nominations, Chair A. Duran closed the nominations.

ROLL CALL VOTE	<u>Zootopia</u>
Chair A. Duran	Aye
Vice Chair Murphy	Aye
Commissioner Bandak	Aye
Commissioner Orozco	Aye
Commissioner Beck	Aye
Commissioner K. Duran	Aye
Commissioner Joseph	Aye

The PR&CA Commission voted for: Zootopia 7/7

Chair A. Duran opened nomination for September 17, 2021 – Vice Chair Murphy motioned for Spider-Man: Into the Spider-Verse, Commissioner Bandak Second. Commissioner K. Duran motioned for Big Hero Six, Commissioner Joseph Second. There being no further nominations, Chair Duran closed the nominations.

ROLL CALL VOTE	<u>Spider-Man</u>	<u>Big Hero Six</u>
Chair A. Duran	Aye	Nay
Vice Chair Murphy	Aye	Nay
Commissioner Bandak	Aye	Nay
Commissioner Orozco	Aye	Nay
Commissioner Beck	Aye	Nay
Commissioner K. Duran	Nay	Aye
Commissioner Joseph	Nay	Aye

The PR&CA Commission voted for: Spider-Man: Into the Spider-Verse 5/2

Chair A. Duran opened nomination for October 1, 2021 - Commissioner K. Duran motioned for Monsters Inc, Commissioner Orozco Second. There being no further nominations, Chair A. Duran closed the nominations.

ROLL CALL VOTE	<u>Monsters Inc.</u>
Chair A. Duran	Aye
Vice Chair Murphy	Aye
Commissioner Bandak	Aye
Commissioner Orozco	Aye
Commissioner Beck	Aye
Commissioner K. Duran	Aye
Commissioner Joseph	Aye

The PR&CA Commission voted for: Monsters Inc. 7/7

Chair A. Duran opened nomination for October 15, 2021 - Commissioner Bandak motioned for Hotel Transylvania, Commissioner Joseph Second. Commissioner K. Duran motioned for Paranorman, no Second. There being no further nominations, Chair A. Duran closed the nominations.

ROLL CALL VOTE	<u>Hotel Transylvania</u>
Chair A. Duran	Aye
Vice Chair Murphy	Aye
Commissioner Bandak	Aye
Commissioner Orozco	Aye
Commissioner Beck	Aye
Commissioner K. Duran	Nay
Commissioner Joseph	Aye

The PR&CA Commission voted for: Hotel Transylvania 6/1

B. Adaptive Programming Preview

This report provides the Parks, Recreation & Cultural Arts Commission a preview on Adaptive programming development.

Recreation Supervisor Megan Shimada summarized the staff report.

C. Week of Los Al, My City My Los Al Street Fair, Bikes & Bite Event, & Race Los Al

This report provides the Parks, Recreation & Cultural Arts Commission with a preview on the Week of Los Al, My City My Los Al Street Fair, Bikes & Bites event, and Race Los Al events.

Acting Director of the Recreation and Community Services Department, Emeline Noda, summarized the staff report.

9. ITEMS FROM THE RECREATION & COMMUNITY SERVICES DEPARTMENT

Megan Shimada, Recreation Supervisor

- The Department Activity Guide for spring will be mailed out the second week of March. Due to the COVID-19 restrictions, issues with the type of programming that can be offered has surfaced. Currently, only outdoor sports programming may be offered with all indoor programming on hold. Staff will continue to keep the commission updated on any changes relating to programming and events as restrictions are eased.
- Staff is holding off on promoting the Weekend of Art and will provide an update at an upcoming PR&CA meeting to allow more time for COVID-19 restrictions to be lifted. Applications for art submissions, performers, and arts/craft vendors will be available on the City's website.

Emeline Noda, Acting Director of Recreation & Community Services Department

- Staff have been hard at work giving the Community Center Lobby a much-needed DIY (do-it-yourself) upgrade. All the carpet and wallpaper has been removed from the lobby walls. The walls have been painted a light gray, the upper wooden trim has been painted white, and the floor tile will be painted a medium gray. The

old front desk was removed. In place will be a small seating area for patrons. The new wall will also enclose the two current offices in that area of the building. Lastly, the doorway to the old meeting room has been framed in with dry wall to provide additional storage for the new front desk area.

- While there are still more projects, staff are extremely excited to see these updates come to fruition. These updates are a major improvement to the overall functionality and aesthetic of the Community Center. When entering the facility, the new trim brightens the lobby and patrons will be able to notice the upgrades immediately.
- Senior Grocery Program is held weekly at Cottonwood Church (4505 Katella Avenue, Los Alamitos 90720), Tuesdays from 1:00 p.m. – 2:00 p.m. The program takes place on a first-come, first-serve basis and the program provides groceries to 180 seniors/low-income families.
- The Recreation Department is continuing to provide the Senior Club Membership with weekly Zoom meetings, topic discussions, and wellness checks on all our senior registrants and members to keep them engaged and stay connected.
- Staff is continually updating the Virtual Community Center with new content. New content has been added on YouTube such as Lego, Guitar Basics, American Sign Language and Hair Braiding to keep the community engaged while having fun. Pre-pandemic, the Department's YouTube channel had one video and we currently have over 100 with over 11,000 views. An e-newsletter has also been sent out weekly by email.

10. COMMISSIONER REPORTS

Commissioner Bandak

- Nothing to Report

Commissioner Orozco

- Nothing to Report

Commission K. Duran

- Nothing to Report

Commission Beck

- Nothing to Report

Commission Joseph

- Nothing to Report

Vice Chair Murphy

- Nothing to Report

Chair A. Duran

- Chair A. Duran thanked staff for being so creative in everything that they do for the community. Also thanked staff for their dedication to the seniors, as they are a large part of our community and is easy for them to be forgotten.

11. ADJOURNMENT

The Parks, Recreation, and Cultural Arts Commission adjourned at 8:00 p.m.
Motion/Second: A. Duran/Bandak

Attest:

Alex Duran, 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: March 3, 2021

ITEM NUMBER: 5A

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

Presented By: Steve Kim, Recreation Coordinator

Subject: Spring Carnival Drive-Thru Preview

SUMMARY

This report provides the Parks, Recreation & Cultural Arts Commission with a preview of the 2021 Spring Carnival Drive-Thru.

RECOMMENDATION

Commission receive and file.

BACKGROUND

The Los Alamitos Recreation and Community Services Department will be hosting the MemorialCare Miller Children's & Women's Hospital Long Beach Spring Carnival Drive-Thru on Pine Street on Saturday, April 3, 2021 from 10:00am-12:30pm. The carnival will feature a drive-thru style event with spring themed trunks/vendors stationed along the path.

DISCUSSION

The Los Alamitos Recreation and Community Services Department finds creative ways to create "Quality of Life" for residents in any situation. Spring Carnival is one of the many events in which the Recreation Staff coordinate to instill "Quality of Life" directly into the Los Alamitos community by bringing the community together, creating long lasting family memories, and to allow local businesses and non-profits to be connected to residents. Approximately 1,000 people are expected to enjoy the annual Spring Carnival event on Pine Street.

Reservations are required for the event, as any drive-up vehicles without a reservation will not be admitted. The residents can begin to reserve their spot starting on March 15 through Eventbrite. Reservations will be open to non-residents starting March 16 if spots are still available. The free event is a fun, safe alternative for families with participants wearing face coverings and remaining in their vehicles during the entire event. Vendors will also be required to wear face coverings and gloves during the event.

FISCAL IMPACT

Funding for the event is budgeted in the Special Events Division of the Recreation and Community Services Department. The Spring Carnival will also gain additional revenue from display vendors. MemorialCare Miller Children's & Women's Hospital Long Beach has agreed to sponsor the event as title sponsor. Since the event did not occur in 2020, their sponsorship has rolled over to the 2021 drive-thru event to assist in offsetting the costs of the event.

City of Los Alamitos

Parks, Recreation, & Cultural Arts Commission

Agenda Report

MEETING DATE: March 3, 2021

ITEM NUMBER: 5B

To: Members of the Parks, Recreation and Cultural Art Commission

Presented By: Megan Shimada, Recreation Supervisor

Subject: Preview of Upcoming Toddler Town Program

SUMMARY

This report provides the Parks, Recreation & Cultural Arts Commission a preview of the upcoming Toddler Town program.

RECOMMENDATION

Commission receive and discuss.

BACKGROUND

The Recreation & Community Services Department staff has had a successful preschool program in the Ready, Set, Go! Preschool Program over the last several decades. The classes are offered Monday through Friday in the morning for ages 3 to 5 years old with Mondays, Wednesdays and Fridays for 4 and 5 years old and Tuesdays and Thursdays for 3 years old. Many years ago, afternoon classes were offered and discontinued due to several reasons. Recreation staff feel it is time to once again offer additional programming in the afternoon to serve the community and provide extended services.

DISCUSSION

Recreation staff have created a new program titled Toddler Town for 3 to 5 year old's. This program will be planned and taught by experienced Recreation staff and will begin in the Spring 2021 season. Toddler Town will take place in the current preschool building on Mondays, Wednesdays, and Fridays from 1:00 to 4:00 p.m. and Tuesdays and Thursdays from 2:00 to 4:00 p.m. These times are set around the Ready, Set, Go Preschool program so that this program can serve as an extension for the families that desire additional exposure to fun and developmental recreation programming for their children. A wide variety of learning styles will be nurtured through fun activities such as bodily-kinesthetic, spatial, musical, interpersonal, intrapersonal, intuitive, and the traditional linguistic and logical-mathematical (reading, writing and math). Toddler Town will consist of enrichment activities such as music, art, crafts, sports, science, games, gardening, language, sensory activities, and sign language.

Los Alamitos
Recreation & Community Services
Creating Quality of Life

My City ♥ My Los Al

TODDLER TOWN

Bring your child to toddler town where they will be able to learn and grow in a fun, creative environment!

SPORTS • SCIENCE • ART • LANGUAGE • MUSIC

AGES 3-5

SESSION 1: 4/12/2021 - 5/7/2021
SESSION 2: 5/10/2021 - 6/4/2021

4 WEEK SESSIONS
TUESDAY/THURSDAY
2:00PM-4:00PM

\$93 RESIDENTS/ \$96 NON-RESIDENTS
MONDAY/WEDNESDAY/FRIDAY
1:00PM - 4:00PM

\$205 RESIDENTS/\$208 NON-RESIDENTS

LOS ALAMITOS COMMUNITY CENTER: 10911 OAK ST.



CITYOFLOSALAMITOS.ORG/RECREATION

FISCAL IMPACT

Program registration fees will be charged per participant in order to recover costs for staffing and supplies.

City of Los Alamitos

Parks, Recreation, & Cultural Arts Commission

Agenda Report

MEETING DATE: March 3, 2021

ITEM NUMBER: 5C

To: Members of the Parks, Recreation and Cultural Art Commission

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

Subject: 5th Grade: Next Level!

SUMMARY

This report provides the Parks, Recreation & Cultural Arts Commission a preview of the Lee Elementary 5th Grade Activities called 5th Grade: Next Level!

RECOMMENDATION

Commission receive and discuss.

BACKGROUND

Lee Elementary Principal Amy Vento, and the 5th grade teachers did not want the current 5th graders to miss out on a memorable 5th grade year due to COVID-19 restrictions. Lee Elementary staff reached out to City staff to request a brainstorm meeting to assist in enhancing the 5th Grade experience with events to help build memories for Lee Elementary kids.

DISCUSSION

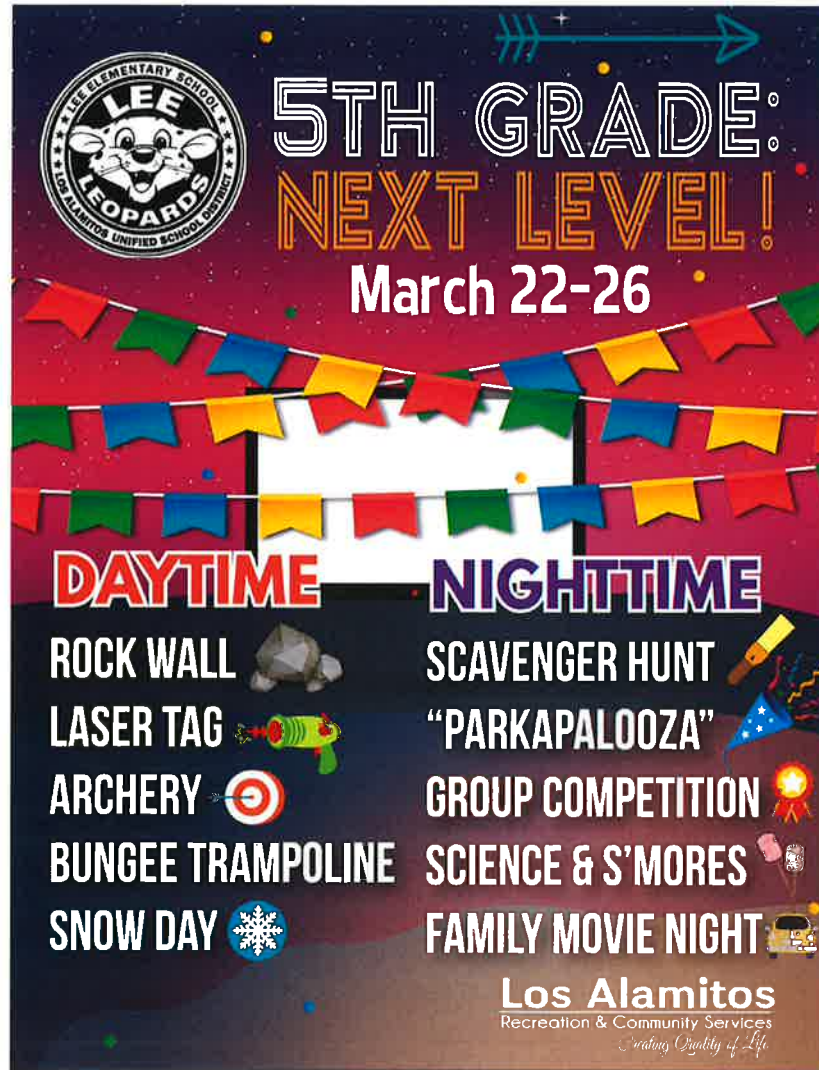
City staff and the Lee Elementary 5th grade team along with Principal Amy Vento met on Zoom to discuss and brainstorm week-long in-person activities to be held March 22 through March 26 locally at Lee Elementary School, Rossmoor Park, and Little Cottonwood Park.

The activities include week-long activities during hybrid school day and evening activities such as:

- Rock Wall and Laser Tag
- Snow Day
- Bungee Trampoline
- Team building on-campus activities
- Craft and science on-campus activities

- Night Hike and Scavenger Hunt at Rossmoor Park
- "Parkapalooza" at Little Cottonwood Park
- Movie Night at Little Cottonwood Park

The Los Alamitos Recreation & Community Services Team is excited for this opportunity to partner with Lee Elementary School to provide a wide variety of camp activities for the 100+ 5th graders to enjoy. The Department hopes to begin a relationship with the school to encourage future partnerships for events and activities that the City can assist in enhancing the student experience at Lee Elementary School.



FISCAL IMPACT

Event fees will be offset by Lee Elementary School.