

CITY OF LOS ALAMITOS

**10911 Oak Street
Los Alamitos, CA 90720**

AGENDA PARKS, RECREATION, AND CULTURAL ARTS COMMISSION REGULAR MEETING

Wednesday, March 4, 2020 – 7:00 P.M.

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 the Recreation & Community Services Department or on the City's website at www.cityoflosalamitos.org once the agenda has been publicly posted.

Any written materials relating to an item on this agenda submitted to the Parks, Recreation & Cultural Arts Commission after distribution of the agenda packet are available for public inspection at the Recreation & Community Services Department, 10911 Oak St., Los Alamitos CA 90720, during normal business hours. In addition, such writings or documents will be made available for public review at the respective public meeting.

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 Recreation & Community Services Department at (562) 430-1073, extension 540, 48 hours prior to the meeting so that reasonable arrangements may be made. Assisted listening devices may be obtained from the Parks, Recreation & Cultural Arts Commission Secretary at the meeting for individuals with hearing impairments.

Persons wishing to address the Parks, Recreation & Cultural Arts Commission on any item on the Parks, Recreation & Cultural Arts Commission Agenda should complete a yellow "Request to Speak" card and will be called upon at the time the agenda item is called or during the Parks, Recreation & Cultural Arts Commission's consideration of the item and may address the Parks, Recreation & Cultural Arts Commission for up to three minutes.

1. CALL TO ORDER

2. ROLL CALL

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

3. PLEDGE OF ALLEGIANCE

4. INSTALLATION OF NEW COMMISSIONER

Install Jordan Nefulda as a Parks, Recreation and Cultural Arts Commissioner.

5. ORAL COMMUNICATIONS

At this time, any individual in the audience may come forward to speak on any item within the subject matter jurisdiction of the Parks, Recreation & Cultural Arts Commission (PR&CA). Please state if you wish to speak on an item on the Agenda. Remarks are to be limited to not more than five minutes.

6. MINUTES

Approval of the Minutes for the Regular Meeting of February 5, 2020.

7. STAFF REPORTS

A. Spring Carnival Preview

This report provides the Parks, Recreation & Cultural Arts Commission a preview of the 2020 Spring Carnival.

Recommendation: Commission receive and file.

B. Preview on Teen Expo

This report provides the Parks, Recreation & Cultural Arts Commission with information regarding the new Teen Expo.

Recommendation: Commission receive and file.

C. California Park & Recreation Society (CPRS) 2020 Conference and Expo

This report provides the Parks, Recreation & Cultural Arts Commission with information regarding the California Park & Recreation Society (CPRS) 2020 Conference and Expo.

Recommendation: Commission receive and file.

8. ITEMS FROM THE RECREATION & COMMUNITY SERVICES DEPARTMENT

9. COMMISSIONER REPORTS

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.

11. ADJOURNMENT

I hereby certify, under penalty of perjury under the laws of the State of California that the foregoing Agenda was posted at the Community Center, Museum and City Hall not less than 72 hours prior to the meeting. Dated this 28th day of February 2020.


Trini Zenovka, Department Secretary

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

REGULAR MEETING – WEDNESDAY, FEBRUARY 5, 2020

1. CALL TO ORDER

The Parks, Recreation and Cultural Arts Commission met in a Regular Session at 7:03 p.m., Wednesday, February 5, 2020, in the Council Chambers, 3191 Katella Ave., Chair Duran presiding.

2. ROLL CALL

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

Absent: Commission Members: Olveda

Present: Staff: Emeline Noda, Recreation Manager
Ron Noda, Recreation Manager
Trini Zenovka, Department Secretary

3. PLEDGE OF ALLEGIANCE

Chair Duran led the Pledge of Allegiance.

4. INSTALLATION OF NEW COMMISSIONERS

Recreation Manager Emeline Noda gave the Oath of Allegiance and installed William Bandak as a Parks, Recreation and Cultural Arts (PR&CA) Commissioner.

5. ORAL COMMUNICATION

Chair Duran opened Oral Communications. There being no one present wishing to speak, Chair Duran closed Oral Communications.

6. MINUTES

Motion/Second: Duran/Murphy – October 2, 2019.

Abstain: Crans, Orozco, Doby, Hunter – October 2, 2019.

Motion Carried: The Parks, Recreation and Cultural Arts Commission approved the Regular Meeting of October 2, 2019.

Motion/Second: Crans/Murphy - January 8, 2020.

Abstain: Orozco/Duran – January 8, 2020.

Motion Carried: The Parks, Recreation and Cultural Arts Commission approved the Special Meeting of January 8, 2020.

7. STAFF REPORTS

A. Capital Improvement Project (CIP) – Playground Structures

Recreation Manager, Ron Noda provided the Parks, Recreation & Cultural Arts Commission review of the Capital Improvement Project (CIP) list pertaining to the City of Los Alamitos playground structures. CIP is a multi-year planning

instrument that evaluates and identifies capital infrastructure projects in need of renovation, repair, and/or construction. Capital projects range from road maintenance or construction to the renovation of municipal buildings, park improvements, etc.

Public Works staff currently inspects the parks and play structure on a weekly basis. Staff provided the Parks, Recreation, and Cultural Arts Commission the installation dates of the play structures and replacement schedule once financial source is secured. Staff is in anticipation of California Proposition 68 Grants to be awarded in late 2020. When the Prop 68 is awarded and funding is secured, Labourdette Park will be the first of the aging play structures to be replaced. There is currently no budget for Sterns, Soroptimist, Stansbury and Roberts Parks. Staff recommends modern rubberized surfacing for all of the play structures surfaces except for Little Cottonwood and Orville R. Lewis Parks due to those parks already having the rubberized surface.

B. California Park & Recreation Society District 10 Volunteer Merit Award Nominee(s)

Recreation Manager, Emeline Noda provided the Parks, Recreation and Cultural Arts Commission an opportunity to consider nominees for the 2020 California Park & Recreation Society (CPRS) District 10 Volunteer Merit Award.

The California and Recreation Society (CPRS) District 10 will host their Awards and Installation Banquet themed "Time to Bloom" on Thursday, March 26, 2020. The banquet will be held in the City of Lakewood with Social Hour beginning at 5:00 p.m. and the banquet at 6:00 p.m. The awards program recognizes and honors individuals and organizations who have contributed to the recreation profession and the quality of life within CPRS District 10. Each year the City of Los Alamitos nominates an individual and/or an organization to receive the Volunteer Merit Award. Nominations were taken from individual Commissioners and voted the following.

- Grateful Hearts – Motion/Second: Duran/Hill for organization.
- Manuel Gouveia, Municipal Relationship Manager, Republic Services
Motion/Second: Duran/Hill for individual.

The PR&CA Commission recommended the following to be considered for next year's CPRS 2021 Volunteer Merit Award:

- Marilyn Poe
- MemorialCare Miller's Women & Children's Hospital Long Beach

8. ITEMS FROM THE RECREATION & COMMUNITY SERVICES DEPARTMENT

Emeline Noda, Recreation Manager

- Recreation Supervisor Megan Shimada marketed and promoted the City's offerings, the upcoming Race on the Base, and the upcoming Weekend of Arts on Seal Beach TV.

- Megan Shimada, Recreation Supervisor and I will be attending the Chamber Breakfast on Friday, February 7, 2020. PR&CA Commissioners are invited to attend the Chamber Breakfast the 1st Friday of every month.
- Two of the Recreation and Community Services staff, Community Services Coordinator Dani Cullens and Erika Halberg, attended a California State Long Beach for a presentation on how to plan and implement a special event.
- Megan Shimada, Recreation Supervisor and I will be attending the 7th annual LAEF's King & Queen of Hearts Royal Gala on Friday, February 7, 2020 honoring retired Superintendent Dr. Sherry Kropp at the Grand in Long Beach, California and in support of LAEF.
- Megan Shimada, Recreation Supervisor, Ron Noda, Recreation Manager and I presented at the District 10 Winter Recreation Leader Training Consortium to approximately 90 recreation leaders from different cities on Saturday, February 8, 2020 from 8:00 a.m. - 12:30 p.m. at the Huntington Beach Senior Center.
- The California Parks and Recreation Society (CPRS) District 10 Conference & Expo will begin March 10-13, 2020, at the Long Beach Convention Center. The Recreation & Community Services Department will be attending the expo. PR&CA Commissioners are invited to attend, please let us know who is interested in attending.
- The Department's in-service training for our core team is on February 14, 2020 at the City of Lakewood Community Center where we will engage in team building activities, set goals, review and evaluate classes, programs and community events to make them more efficient and desirable.
- Spring Brochure went to print today. We are now working on the Summer Brochure and it will be available the following month.
- If you know of anyone who is interested in teaching a class, please provide our contact information and have them reach out to us.
- Thanked PR&CA Commissioner Orozco and Chair Duran for attending the Los Alamitos Senior Club Volunteer Luncheon on Wednesday, January 29, 2020.
- The PR&CA Commissioners and City Council are invited to attend and or volunteer at the Race on the Base event in any area of interest.
- We are now also preparing for Weekend of Art March 20-21, 2020. Please look for an email next month for an invitation to be involved this two-day event.
- The City's first Teen Expo will be held on April 4, 2020, 8:00 a.m. – 3:00 p.m. at the Los Alamitos Community Center.
- We are also preparing for midyear 2019/20 and planning for next year 2020/21 budget.

Ron Noda, Recreation Manager

- Our new City Manager Chet Simmons began on Monday February 3, 2020, and comes from the City of Westminster where he served in the capacity of Assistant City Manager and Director of Community Development. Chet is enthusiastic and excited to be here and we excited to have him as our City Manager.
- There was a Fiscal Sustainability Workshop held on Monday, February 4, 2020. Discussed at the meeting was the option for either a one percent or one and one half percent sales tax increase. We will continue to provide educational meeting throughout the City to keep the communication open and transparent these next several months in providing a 20-year plan along with projections.

9. COMMISSIONER REPORTS

Commissioner Crans

- Nothing to Report.

Commissioner Bandak

- Nothing to Report.

Vice Chair Murphy

- Nothing to Report.

Commissioner Hill

- Commissioner Hill requested staff to research information pertinent to the agreement between City of Irvine and the Irvine Unified School District Pool Agreement in regards to the Woollett Aquatics Center.
- Commissioner Hill also inquired about the non-profit status of Senior Club relating to monetary gift donations. Commissioner Hill asked staff if the Senior Club would agree to receive donations designated for Recreation & Community Services programs and events then to provide the City of Los Alamitos with payment.
 - Staff stated any money donated to the Senior Club belongs to them and they are not obligated to pay the City any funds.

Commissioner Orozco

- Nothing to report.

Vice Chair Murphy

- Nothing to Report.

Chair Duran

- State of the City

10. ADJOURNMENT

The Parks, Recreation, and Cultural Arts Commission adjourned at 8:19 p.m.
Motion/Second: Duran/Hill

Attest:

Alex Duran, Chair

Emeline Noda, Recreation Manager
Recreation & Community Services Department

City of Los Alamitos

PARKS, RECREATION & CULTURAL ARTS

AGENDA REPORT

MEETING DATE: March 4, 2020

ITEM NUMBER: 7A

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

Presented By: Steve Kim, Recreation Coordinator

Subject: Spring Carnival Preview

SUMMARY

This report provides the Parks, Recreation & Cultural Arts Commission with a preview of the 2020 Spring Carnival.

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 presented by AYSO Region 159 at Little Cottonwood Park on Saturday, April 11, 2020 from 9:00-11:30am. The carnival will feature the popular egg hunt, vendor booths, carnival games, bounce houses, arts and crafts, and a photo area with Peter Rabbit.

DISCUSSION

The Los Alamitos Recreation and Community Services Department creates "Quality of Life" for residents by hosting programs and events that emphasize Community, Family, Education, Safety, and Health. 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 nonprofits to be connected to residents. Approximately 2,500 people are expected to enjoy the annual Spring Carnival event at Little Cottonwood Park.

The Spring Carnival will have four egg hunt areas that will be divided according to age. The hunt area for ages 0-2 will begin at approximately 9:30am, the hunt area for ages 3-6 will begin at approximately 9:35am, the hunt area for ages 7-9 will begin at

approximately 9:40am, and the hunt area for ages 10-12 will begin at approximately 9:45am.

In each hunt area, a Golden Egg will be hidden and a special prize will be given to the child who finds it.

Other activities that will be available includes carnival game booths, face painting, balloon twisting, live entertainment by the band Sugar Lips, a photo area with Peter Rabbit, family games, inflatables, vendors and food trucks.

Parks, Recreation and Cultural Arts (PR&CA) Commissioners are invited and encouraged to participate in this year's event. Commissioners' volunteer duties will include being the emcee for the event and awarding the prizes to the Golden Egg winners. Below is the schedule that Commissioners are being requested for:

- Emcee – welcome community members to the event from 8:45 – 11:30am
- Start the three Egg Hunt areas beginning at 9:30am and hand out awards

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 food trucks and display vendors. MemorialCare Miller Children's & Women's Hospital Long Beach has agreed to sponsor the event as title sponsor with AYSO Region 159 being the presenting sponsor. Their sponsorship will assist in offsetting the cost of the event.

Reviewed By: Ron Noda, Recreation Manager

City of Los Alamitos

PARKS, RECREATION & CULTURAL ARTS

AGENDA REPORT

MEETING DATE: March 4, 2020

ITEM NUMBER: 7B

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

Presented By: Emeline Noda, Recreation Manager

Subject: Preview on Teen Expo

SUMMARY

This report provides the Parks, Recreation & Cultural Arts Commission with information regarding the new Teen Expo.

RECOMMENDATION

Commission receive and file.

BACKGROUND

The Parks, Recreation and Cultural Arts Commission met on February 6, 2019 and March 6, 2019 during the regularly scheduled meetings to discuss a Recreation brainstorm that included potential teen programming. Staff proposed a teen event in conjunction with members from the Serve Los Al committee that addressed several areas of interest for teens from the ideas generated in discussion,

DISCUSSION

The Teen Expo committee is made up of representatives from the City of Los Alamitos Recreation and Community Services Department, Casa Youth Shelter, Los Alamitos Education Foundation (LAEF), Summer Harvest, and The Youth Center. Southland Credit Union has graciously agreed to become title sponsor at \$5,000 due to the financial education aspect of the event. The Los Alamitos Police Department has provided additional funding of \$5,000 through a grant from the Board of State and Community Corrections (BSCC) of California.

The Teen Expo will take place on Saturday, April 4, 2020 at the Los Alamitos Community Center and Oak Middle School Gymnasium. The theme is "THRIVE" as displayed on the flyer for the event.

THRIVE is a personal development conference for teens in middle school and high school focusing on special interest topics including:

- Life After High School
- Building Self-Confidence
- Safety
- Fitness
- Mental Health
- Photography/Graphic Design
- Painting
- Self-Care
- Public Speaking
- Healthy Relationships
- Community Skills
- Goal Setting
- Career Exploration
- Adulting 101
- Finances
- Life Skills
- Car Maintenance
- First Aid
- Conflict Resolution
- Stress Management

The cost is \$5 per student for the first 200 registered through Southland Credit Union's sponsorship with scholarships available if needed. The cost goes up to \$50/ticket after 200 registered. Lunch and snacks will be provided. Pre-registration is required. Volunteers are being recruited to assist with day of responsibilities. Planning continues to take place on a monthly and bi-monthly basis as the event approaches.

FISCAL IMPACT

No fiscal impact to the General Fund will take place due to funding secured by staff to cover the entire cost of the event. Southland Credit Union is the title sponsor of the event at an amount of \$5,000. Through the Los Alamitos Police Department, additional funding has been secured of \$5,000 through a grant through the Board of State and Community Corrections (BSCC) of California. These monies are granted through the Youth Reinvestment Grant Program.

Attachments:

1. *Schedule of the Day*
2. *Speaker Line Up*
3. *Teen Expo Flyer*

Attachment 1

2020 Teen Expo Schedule

8:00 – 8:45 am	Continental breakfast and sign in
8:45 – 9:00 am	Ice breaker & Instructions
9:00 – 9:45 am	Key Note Speaker I – Gayle Gorke (Confirmed)
9:45 – 9:50 am	Passing period
9:50 – 10:20 am	Break out session I (Life After High School)
10:20 – 10:25 am	Passing period
10:25 – 10:55 am	Break out session II (Self-Confidence)
10:55 – 11:00 am	Passing period
11:00 – 11:30 am	Break out session III (Safety)
11:30 – 12:15 pm	Lunch – How to get involved in your community (Youth Engagement Resource Fair) (Lawn Games) (Photo booth)
12:15 – 12:45 pm	Break out session IV (Special Interests)
12:45 – 1:45 pm	Life Skills Rotation (Adulting 101) (Oak Field)
1:45 – 3:15 pm	Bite of Reality – Southland Credit Union & America's First Federal Credit Union (Confirmed)
3:15 – 3:30 pm	Drawing and Closing

Attachment 2

Teen Expo Session Topics

Saturday, April 4, 2020

In partnership with:

Southland Credit Union, City of Los Alamitos, Casa Youth Shelter, The Youth Center, BSCC, Summer Harvest, & LAEF

1. Life After High School
 - a. Personality test & career exploration (True Colors Test)- Pamela Sepulveda (Confirmed)
 - b. Resumes, job application, interview skills- Dani Cullens (Confirmed)
 - c. Goal setting/career requirements/Different types of careers – job fair speaker panel, Marianne Schaeffer (Los Al High School) (Need to confirm)
 - d. Renting your first apartment- Chantel Rothenburger (Casa) (Confirmed)
2. Self-confidence, self-worth, self-care
 - a. Public speaking- Carrie Logue (LAEF)- (Need to confirm)
 - b. Healthy Relationships- Women's Shelter LB- Jenni Barbosa (Confirmed)
 - c. Communication Skills, Social Media- Tillies Life Center (Confirmed)
 - d. Stress Management/Therapy/Mental Health De-stigmatization – Ryan Hill (Confirmed)
 - e. Yoga/Mindfulness – Sarah Sack (Casa-Confirmed)
3. Safety
 - a. Emergency preparedness/resourcefulness- SRO, Kevin Steinhauser (Confirmed)
 - b. Prescription Drugs/Vaping- OC Health Care Agency- Della Lisi and Victoria vanTwist (Confirmed)
 - c. Mental health/Suicide- Ginger Klee (Casa) (Confirmed)
 - d. Help a Friend in Need- Casa – Youth Leadership Program (Casa) (Confirmed)
4. Special Interests
 - a. Digital photography/Graphic Design/Video Editing-Emeline Noda (Confirmed)
 - b. Painting/Creative Writing- Jayme Smith/Dani Cullens (Confirmed)
 - c. Succulent arrangements- Davika Kim (Confirmed)
 - d. Fitness- Tribe Functional Fitness- Adam Salas & Noel Tejada (Confirmed)
5. Adulting 101
 - a. Life Skills (Field)
 - Rotate speed dating style
 - i. Car maintenance- Jayme Smith
 - ii. Basic first aid- Youth Center
 - iii. Emotions- Dani Cullens
 - iv. Conflict resolution – Lina Lumme
 - v. Inclusion – Amy Lakin
 - vi. How to make a good first impression – Megan Shimada
 - vii. Social Media – Ginger Klee
 - viii. Organization/Time Management – Erika Halberg
 - ix. Communication Skills – Sarah Sack
 - x. Nutrition/Cooking – Junior League LB (Pam looking into)
 - xi. How to engage with law enforcement – SRO, Kevin Steinhauser
 - xii. Truths/Lies – Emeline Noda

Attachment 3

Teen Expo Flyer

REGISTER NOW

thriveteenexpo.eventbrite.com

8am-3pm
Los Alamitos
Community
Center
10911 Oak St.

~~\$50~~
entry
Discounted to:
\$5
First
200
Participants!
Scholarships
available

Southland
CREDIT UNION



THRIVE

teen expo

Middle School & High School

Saturday, April 4, 2020

Life After High School • Building Self-Confidence • Safety • Fitness
Mental Health • Photography/Graphic Design • Painting • Self-Care
Public Speaking • Healthy Relationships • Communication Skills
Goal Setting • Career Exploration • Adulting 101 • Finances • Life Skills
Car Maintenance • First Aid • Conflict Resolution • Stress Management

RSVP Deadline: March 15, 2020 Participation limited to age appropriate youth only



Casa Youth Shelter LOS ALAMITOS EDUCATION FOUNDATION SUMMER HARVEST THE YOUTH CENTER BSCC CALIFORNIA

City of Los Alamitos

PARKS, RECREATION & CULTURAL ARTS

AGENDA REPORT

MEETING DATE: March 4, 2020

ITEM NUMBER: 7C

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

Presented By: Ron Noda, Recreation Manager

Subject: California Park & Recreation Society (CPRS) 2020 Conference and Expo

SUMMARY

This report provides the Parks, Recreation & Cultural Arts Commission with information regarding the California Park & Recreation Society (CPRS) 2020 Conference and Expo.

RECOMMENDATION

Commission receive and file.

BACKGROUND

The California Parks and Recreation Society (CPRS) annual conference and expo is held on Tuesday, March 10 through Friday, March 13, 2020 in Long Beach, California. The conference allows members of the Recreation & Community Services Department staff the opportunity to network and keep current on a wide range of issues.

DISCUSSION:

California Parks and Recreation Society (CPRS) is a nonprofit, professional and public interest organization with approximately 4,000 members in the state of California who creates community by:

- Providing recreational experiences to individuals, family, and communities
- Fostering human development
- Promoting health and wellness
- Increasing cultural unity
- Facilitating community problem solving
- Protecting natural resources

- Strengthening safety and security
- Strengthen community image and a sense of place
- Supporting economic development

CPRS annually holds a conference and expo that rotates between northern and southern California. The 2020 conference and expo will be held in Long Beach, California from Tuesday, March 10 through Friday, March 13, 2020. The conference will have over 100 education sessions that will be led by industry experts and fellow recreation professionals from up and down the state of California. An expo will also be available with hundreds of companies that services the recreation field. Members of the Los Alamitos Recreation & Community Services Department will attend the 2020 conference to network with fellow recreation professionals and to be educated on the current trends of the profession.

Recreation Managers Emeline Noda and Ron Noda along with Recreation Supervisor Megan Shimada will be presenting a session at the CPRS Conference & Expo on Thursday, March 12. Their session, "Building Self-Confidence and Overcoming Self-Doubt Personally and Professionally" will identify and apply techniques to increase confidence and overcome fears so that a person can achieve a positive mindset and thus become a better person and employee.

The session has been presented locally at the CPRS District 10 Consortium and will now be presented statewide at the upcoming Conference & Expo.

FISCAL IMPACT:

Funding for the 2020 Conference & Expo tickets for staff is budgeted out of the Recreation and Community Services Department's budget – administration division.

Attachments: 1. CPRS Conference & Expo Program