

CITY OF LOS ALAMITOS
Council Chamber
3191 Katella Ave., Los Alamitos CA 90720

PARKS, RECREATION AND CULTURAL ARTS COMMISSION
AGENDA
REGULAR MEETING

Wednesday, August 2, 2023 – 7:00 PM

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 the Recreation & Community Services Department 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 Parks, Recreation and Cultural Arts Commission at the same meeting.

Agenda-related documents provided to a majority of the Parks, Recreation and Cultural Arts Commission after distribution of the Parks, Recreation and Cultural Arts Commission agenda packet (GC §54957.5) will be made available for public inspection at the meeting. Such documents will also be available at the Recreation and Community Services Department, 10911 Oak St. Los Alamitos, CA 90720.

In compliance with the Americans with Disabilities Act, Assistive Listening headphones are available and can be checked out from the Recreation and Community Services Department. If you need special assistance to participate in this meeting, please contact the Recreation and Community Services Department at (562) 430-1073, ext. 501. Notification at least 42 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR 35.102.35.104 ADA Title II]. Language translation services are available for this meeting by calling the Recreation and Community Services Department Office least 42 hours in advance

If you are unable to attend this meeting in person, you may submit comments on any agenda item or on any item not on the agenda by email to enod@cityoflosalamitos.org with the subject line "PR&CA ORAL COMMUNICATIONS". Comments received by 3:00 p.m. the day of the meeting 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.

If, as an attendee, or a participant at this meeting, you will need special assistance beyond what is normally provided, please contact the Recreation and Community Services Department Office at (562) 430-1073, extension 501, 48 hours prior to the meeting so that reasonable arrangements may be made.

1. CALL TO ORDER

2. ROLL CALL

Commissioner Beck
Commissioner Cope
Commissioner K. Duran
Commissioner Gallagher
Commissioner Joseph
Vice Chair Bandak

Chair A. Duran

3. PLEDGE OF ALLEGIANCE

Chair Duran will lead the Pledge of Allegiance.

4. ORAL COMMUNICATIONS

At this time, any individual in the audience may address the Parks, Recreation, and Cultural Arts Commission and speak on any item within the subject matter jurisdiction of the Commission. Please state if you wish to speak on an item on the Agenda. **Remarks are to be limited to not more than three minutes.**

5. APPROVAL OF MINUTES

Approval of the Minutes for the Regular Meeting of June 5, 2023.

A. Approval of Minutes

6. STAFF REPORTS

A. Celebrate Los Al

This report provides the Parks, Recreation & Cultural Arts Commission a preview of the Celebrate Los Al event.

Recommendation:

Commission receive, discuss, and provide feedback and/or recommendations

B. Recreation and Community Services Department Budget FY 23-24

This report provides the Parks, Recreation & Cultural Arts Commission with information regarding the Fiscal Year (FY) 2023-2024 Recreation and Community Services Department budget.

Recommendation:

Commission receive and file.

C. Elevate Encore Senior Expo

This report provides the Parks, Recreation & Cultural Arts Commission an overview of a new senior-related event, Elevate Encore Senior Expo to feature resources and information to maneuver through the second act of life.

Recommendation:

Commission receive and file.

7. ITEMS FROM THE RECREATION & COMMUNITY SERVICES DEPARTMENT

8. 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.

9. ADJOURNMENT

The City Council will adjourn to Monday,

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 July 2023.**

Trini Zenovka

Trini Zenovka, Department Secretary

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

REGULAR MEETING – WEDNESDAY, June 7, 2023

1. CALL TO ORDER

The Parks, Recreation and Cultural Arts Commission met in a Regular Session at 7:04 p.m., Wednesday, June 7, 2023, in the Council Chambers, 3191 Katella Ave., Chair A. Duran presiding.

2. ROLL CALL

Present: Commission Members: Beck, A. Duran, K. Duran, Joseph

Absent: Commission Members: Cope, excused
Gallagher, absent
Vice Chair Bandak, absent

Present: Staff: Emeline Noda, Director of Recreation and
Community Services Department
Jason Bruton, Recreation Manager
Jennifer Sisoiev, Recreation Manager
Joanna Contreras, Recreation Supervisor
Steve Kim, Recreation Supervisor
Kristina Villaluna, Recreation Supervisor
Trini Zenovka, Department Secretary

3. PLEDGE OF ALLEGIANCE

Chair Duran led the Pledge of Allegiance.

4. ORAL COMMUNICATION

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

5. APPROVAL OF MINUTES

Motion: Joseph/Second K. Duran

Motioned Carried: The Parks, Recreation and Cultural Arts Commission approved the minutes for the Regular Meeting of May 3, 2023.

6. STAFF REPORTS

A. 3rd of July

This report provided the Parks, Recreation & Cultural Arts Commission with information regarding the upcoming 36th annual Universal Waste Systems (USE) Fireworks Spectacular scheduled for Monday, July 3, 2023, at the Joint Forces Training Base.

Recreation Manager Jennifer Sisoiev summarized the staff report.

B. Parks Make Life Better Month Preview

This report provided 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 and celebrate PMLB in the month of July.

Recreation Manager Jason Bruton summarized the staff report.

A. Summer Fitness programs

This report provided the Parks, Recreation & Cultural Arts Commission with a recap of the Los Alamitos Recreation and Community Services Department's 2023 summer health and fitness programs.

Recreation Supervisor Kristina Villaluna summarized the staff report.

A. Sterns Park Project Design

This report provided the Parks, Recreation & Cultural Arts Commission with a report on the different options for site amenities for the Sterns Park Project.

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

- All Inclusive-park – Option A, keep the same natural shade, same and grading Shades A and B over shelters.
- Shade – Option C Bottle Green (fencing and fountain to include dog fountain)
- Option D Bottle Green / Turquoise
- Option B

Motion: A. Duran/Second K. Duran

Motioned Carried: The Parks, Recreation and Cultural Arts Commission approved All-inclusive Park, Shade and Equipment for the Sterns Park Project Design.

7. ITEMS FROM THE RECREATION & COMMUNITY SERVICES DEPARTMENT

Steve Kim, Recreation Supervisor

- The City has recently recreated the ball diamonds at Laurel and Little Cottonwood Parks, maintenance will be continuous as they are utilized throughout the year.
- The Los Alamitos Recreation and Community Services Department is excited to deliver great customer service and experiences all summer long through the Day Camp and Parks Programs. The restrooms were recently delivered at Orville Lewis for Park Programs and will only be available for this programming.

Joanna Contreras, Recreation Supervisor

- PR&CA Commissioners are invited to attend Little Oak Preschool graduation program on Friday, June 9, 2023, at 10:00 a.m. at the Community Center. We would love it you can join us. This year's theme is sailing off to kindergarten, the graduating class will be wearing their caps, gowns and will receive their diplomas.
- We have gone through our summer hiring and have trained our staff well.
- Day Camp is doing very well with registration, week one we are averaging 70 participants. The following week we are averaging 100, several of our excursion have already been sold out. We will also have Los Alamitos Volunteer and Councilor in Training participants assisting with programming and events throughout the summer months.
- We will also be offering youth sports camps throughout the summer as well as preschool sports programming.

Jason Bruton, Recreation Manager

- On Tuesday June 6, the Aquatics staff held their orientation, with almost the entire Aquatics team in attendance. At this orientation they went over every detail of the program, including how to set up the pool deck, expectations for the summer, staff uniform, and more. Staff is ready to take on the summer season and feel confident in their skills and abilities. Currently the Learn-to-Swim lessons have over 200 participants registered for both sessions, and registration for Adult Lap Swim and Recreation Swim just opened to the public.

Jennifer Sisoiev, Recreation Manager

- Planning for the 36th Annual Universal Waste Systems 3rd of July Fireworks continues to move forward, with staff designing signage for the event, securing the emergency services ambulance through Falck, and heading up the last meetings with military personnel from the Joint Forces Training Base.
- Planning for the MemorialCare Long Beach Elevate Senior Expo is underway, with staff securing \$4500 in sponsorships including MemorialCare Long Beach as the title sponsor. This first time event will be held Wednesday, August 23 from 10:00 a.m. to 12:00 p.m. in the Los Alamitos Community Center and features health, wellness and social service resources for those ages 50 and over in

addition to resources for their adult children. The goal is to include vendors in the following categories: housing, transportation, caregiving, legal assistance, social activities, leisure services and more. Additionally, nonprofits with opportunities for older adults to get involved are invited to participate in the volunteer fair portion of the event. Vendor applications are available on the Recreation webpage: cityoflosalamitos.org/recreation.

Emeline Noda, Director of Recreation and Community Services

- At May 2023 PR&CA Commission meeting the commission voted to go dark for the Month of July, we will see you on the 3rd of July event. The next PR&CA Commission Regular Meeting will meet on August 2, 2023.
- The City is waiting for roof project bids to be submitted along with insurance documentation. Construction is estimated to take 16 weeks. The American Legion has agreed to partner with us during the construction phases to house our older adult programming such as Balance and Fitness, Grocery Program and Senior Club and any other programs that we may need during the day. We will reshuffle our programming and we will do everything possible not to cancel programs.

8. COMMISSIONER REPORTS

Commissioner Joseph

Inquired about the status to resurface the tennis courts. Staff provided an update on the progress of resurfacing project and information on how to reserve the tennis courts and lighting requests. Staff will provide an update for online reservation of tennis courts options.

Commissioner Beck

Nothing to report.

Commissioner K. Duran

Nothing to report.

Chair A. Duran

Reported on an article in the local paper 100% of the Los Alamitos High School Senior Class graduated, unprecedented. Congratulation to the Los Alamitos Unified School District on this extraordinary achievement. Chair Duran attended Lee Elementary graduation ceremony and expressed his excitement of his youngest graduation. Chair Duran volunteered to attend Little Oak Preschool on Friday, June 9, 2023. Chair Duran expressed his gratitude and thanked staff for their hard work and dedication and looks forward to seeing everyone on the 3rd of July event.

9. ADJOURNMENT

The Parks, Recreation, and Cultural Arts Commission adjourned at 8:02 p.m.

Attest:

Alex Duran, Chair

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

City of Los Alamitos

PARKS, RECREATION AND CULTURAL ARTS

COMMISSION AGENDA REPORT

MEETING DATE: August 2, 2023

ITEM NUMBER: 6A

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

Presented By: Jason Bruton, Recreation Manager

Subject: Celebrate Los Al

SUMMARY

This report provides the Parks, Recreation & Cultural Arts Commission a preview of the Celebrate Los Al event.

RECOMMENDATION

Commission receive, discuss, and provide feedback and/or recommendations

BACKGROUND

The inaugural MemorialCare Miller Children's & Women's Hospital Long Beach Week of Los Al presented by Southland Credit Union took place in September of 2021 with the 40th Anniversary of Race Los Al back on the streets of Los Alamitos. It was a successful first year, combining events such as Serve Los Al, Family Day, Race Los Al and the My City My Los Al Street Fair. The Week of Los Al celebrates Los Alamitos as a community and encourages residents to take part in all the events with their family and neighbors. This year the week is being consolidated to expand into one mega event day to celebrate the City of Los Alamitos.

DISCUSSION

Come join us on September 16th to commemorate the MemorialCare Miller Children's & Women's Hospital Long Beach's annual, "Celebrate Los Al" event! We are starting off the day with, 'Serve Los Al', a citywide volunteer service event, where dedicated residents can stay committed to making our City thrive. You can participate by supporting one of the many projects offered, such as serving local non-profits, aiding senior residents in need or giving back to the community. Projects can be viewed soon at www.servealosal.org.

Following 'Serve Los Al', the 'UWS Race Los Al' returns for its 42nd Anniversary. UWS Race Los Al takes off bright and early at 7:30am and gives runners a unique and exciting way to explore your City. You'll get the chance to lace up your running shoes and sign up for the 5K Run/Walk and 10K Run. Registration is now open at www.racelosal.com.

After the UWS Race Los Al, join your community at 4:00pm for the My City, My Los Al "Celebrate Los Al Street Fair." Here, we are featuring the Los Al Carnival where the whole

family can partake in carnival games and rides, all while enjoying Pine strEATs which offers a variety of food tastings from local restaurants. Proceeds will benefit the Los Alamitos Community Foundation.

Come and explore our Public Safety Fair featuring Los Alamitos Police Department, OCFA, CERT, and so much more. Grab a drink and relax while listening to live music from 4:00pm to 10:00pm. To finish off the celebration, we are ending the night with our Los Alamitos Glow Run, where more than 1,500 participants will unite in their most eccentric neon outfits and experience the magic of glow tunnels. Register now at www.racelosal.com. Don't miss out on these exciting activities and events highlighting our beautiful City of Los Alamitos! We can't wait to see you, your family and friends.

FISCAL IMPACT

Sponsors and vendors are currently being sought for the Celebrate Los Al and Race Los Al events. To date, MemorialCare Miller Children's & Women's Hospital Long Beach has committed to \$25,000 as title sponsor, which covers the costs of a majority of the events. Universal Waste Systems has agreed to be title sponsor of Race Los Al at \$25,000. Following the large scale sponsor opportunities, staff will be seeking other lower level sponsors to support the events. Race Los Al will be offset by participant entry fees. Any proceeds of the events go towards offsetting the 3rd of July Fireworks Spectacular. The cost of Pine StrEats grants are using ARPA (American Rescue Plan) funds to offset costs of restaurants to participate.

Attachment: None

City of Los Alamitos

PARKS, RECREATION AND CULTURAL ARTS

COMMISSION AGENDA REPORT

MEETING DATE: August 2, 2023

ITEM NUMBER: 6B

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

Presented By:

Subject: Recreation and Community Services Department Budget FY 23-24

SUMMARY

This report provides the Parks, Recreation & Cultural Arts Commission with information regarding the Fiscal Year (FY) 2023-2024 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) 23-24 to the Los Alamitos City Council on Monday, June 20, 2023. The budget was adopted at this City Council meeting along with the entire City's budget.

DISCUSSION

The Recreation and Community Services Department budget includes the various divisions of the department including: Administration, Community Services, Day Camp, Parks Program, Sports, Classes, and Special Events. The Recreation & Community Services Department's total operational adopted expenditure budget is \$2,458,757. Revenue projections for FY 23-24 is \$751,823.

FISCAL IMPACT

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

Attachment: None

City of Los Alamitos

PARKS, RECREATION AND CULTURAL ARTS

COMMISSION AGENDA REPORT

MEETING DATE: August 2, 2023

ITEM NUMBER: 6C

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

Presented By: Jennifer Sisoiev, Recreation Manager

Subject: Elevate Encore Senior Expo

SUMMARY

This report provides the Parks, Recreation & Cultural Arts Commission an overview of a new senior-related event, Elevate Encore Senior Expo to feature resources and information to maneuver through the second act of life.

RECOMMENDATION

Commission receive and file.

BACKGROUND

The Recreation and Community Services Department senior services team conducted a Senior Needs Assessment early 2022 to gauge the desires and needs of the local older adult community. A top response from the community was a desire for additional health, wellness and social service programs to provide information and referral on common needs of the aging population including housing, legal, caregiving and medical services. Since launching the survey last year, staff has made a concerted effort to expand senior programming with additional fitness classes including chair yoga, senior fitness and a walking group, expanding workshops for seniors on topics such as fraud, memory loss, health insurance and travel.

DISCUSSION

In response to the desire for additional programming for seniors, staff scheduled a new, first time event for the older adult community to be held August 23, 2023 at the Los Alamitos Community Center. The MemorialCare Elevate Encore Senior Expo aims to provide an informational fair to the older adult community in addition to their adult children seeking resources and information on the second act of life. The event will feature a vendor fair, light breakfast, giveaways and lots of resources including a portion of the fair for local and regional nonprofits seeking volunteers.

Staff has secured \$5000 in sponsorships including MemorialCare Long Beach as the title sponsor, Alignment Health Plan, Jar Insurance Services, Home Instead and Goodlife Physical Medicine as Community Sponsors. Vendors secured include a wide variety including housing, caregiving services, medical facilities, insurance services and nonprofits.

Scheduled for Wednesday, August 23 from 10:00 a.m. to 12:00 p.m., the goal of the event is to provide health, wellness and social service resources for those ages 50 and over in addition to resources for their adult children. Vendor applications are available on the Recreation webpage: cityoflosalamitos.org/recreation.

Senior-related businesses and organizations are encouraged to apply to become a vendor. Vendors will be accepted on a first come, first served basis until spaces are full. The number of vendors for each industry is limited to prevent over saturation in any specific industry in addition to ensure a variety of vendors, and staff reserve the right to have full discretion upon vendor selection.

The event is free to the general public and encouraged to attend by all.



FISCAL IMPACT

Cost for the events will be absorbed into the Recreation and Community Services Department's annual budget, with sponsorship funds secured covering the entirety of event expenses.

Attachment: 1. Senior Expo Vendor Application

Applications will be accepted on a first come, first served basis. Staff reserve the right to have full discretion upon selecting or rejecting vendors.

Business Name: _____

Main Contact Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____

Email: _____

Description of services offered or merchandise sold:

If you will be providing a donated door prize for the event, please list here:

Booth Type: ☐ Nonprofit \$25 ☐ Commercial/Business \$100

I fully understand that my participation in City of Los Alamitos events exposes me to the risk of personal injury, death or property damage. I hereby acknowledge that I am voluntarily participating in this event and agree to assume any such risks. I hereby release, discharge and agree not to sue the City of Los Alamitos or Military Department of the State of California and each of their respective officers, agents, employees, representatives, board members, volunteers and sponsors for any injury, death or damage to or loss of personal property arising out of, or in connection with my participation in the event from whatever cause, including the active or passive negligence of City of Los Alamitos or Military Department of the State of California and each of their respective officers, agents, employees, representatives, board members, volunteers and sponsors, or any other participants in the event. The parties to this agreement understand that this document is not intended to release any party from any act or omission of "gross negligence," as that term is used in applicable case law and/or statutory provision. In consideration for being permitted to participate in the event I hereby agree, for myself, my heirs, administrators, executors, assigns, and agents that I shall indemnify and hold harmless City of Los Alamitos or Military Department of the State of California and each of their respective officers, agents, employees, representatives, board members, volunteers and sponsors, from any and all claims, demands, actions or suits arising out of or in connection with my participation in the event. I also grant my irrevocable right and permission with respect to photographs, videos, motion pictures, and/or sound recordings being taken of myself/my employees. I further certify that said person/minor is in good health and has no physical or other impediment which would endanger him/her from participating in such an activity. I hereby consent to any x-ray, examination, anesthetic, medical or surgical diagnosis or treatment and hospital care to be rendered to myself by a physician or hospital selected by staff for any injury or incident arising out of or connect with this event. The City of Los Alamitos has put into place preventative measures and protocols to protect event participants from the spread of COVID-19; however, the City of Los Alamitos cannot guarantee that you will not become infected with COVID-19. Further, attending the event could increase your risk of contracting COVID-19. By signing this Liability Release and Assumption of Risk, I acknowledge the contagious nature of COVID-19 and voluntarily assume the risk that I may be exposed to or infected by COVID-19 by attending the event and that such exposure or infection may result in personal injury, illness, permanent disability, and death. I understand that the risk of becoming exposed to or infected by COVID-19 at the event may result from the actions, omissions, or negligence of myself and others, including, but not limited to, the City of Los Alamitos, its officers, agents, and employees, and other event participants and their families. I voluntarily agree to assume all the foregoing risks and accept sole responsibility for any harm, injury, or damage that may befall my attendance to the event. I hereby release, covenant not to sue, discharge, and hold harmless the City of Los Alamitos, its officers, agents, and employees (collectively "Released Parties") from any and all claims, including all liabilities, actions, damages, costs or expenses of any kind arising out of the event ("Claims"). I understand and agree that this Liability Release and Assumption of Risk includes any Claims based on the actions, omissions, or negligence, whether passive or active, of the Released Parties and irrespective of whether a COVID-19 infection occurs before, during, or after my attendance at the event. I, the undersigned, represent the listed organization and do hereby agree to contribute the agreed upon dollar amount and to participate in the aforementioned activity. I further agree to abide by and enforce the rules of the City of Los Alamitos. My booth or food truck may be shut down by officials at anytime if they deem my product or marketing supplies to be unsuitable for the event participants if they will cause damage or problems to city property. I hereby certify that, on behalf of our organization, we shall be personally responsible for any damage or unnecessary abuse of booth, grounds, or equipment by our organization. The City of Los Alamitos reserves the right to approve the groups that want to have a booth at a City sponsored event to ensure that the services and merchandise offered are consistent with the family-oriented entertainment event. The City funds a portion of the costs for the event and State Law prohibits the City from expending funds to support a campaign. As a result, no booths supporting or opposing candidates for public office, ballot measures, or other election activities other than voter registration will be permitted. Location of booth space will be made at the discretion of the City of Los Alamitos. Because of aisle clearance requirements between booths and emergency vehicle lanes, vendors will not be allowed to extend their booth beyond the allotted space. **High risk vendors must submit a certificate of Liability Insurance and Additional Insured Specific Endorsement prior to event date, for the following certificate holder: City of Los Alamitos, and its officers, employees, agents and volunteers (3191 Katella Avenue., Los Alamitos, CA 90720).**

I HAVE CAREFULLY READ THIS WAIVER, RELEASE, HOLD HARMLESS AND AGREEMENT NOT TO SUE AND FULLY UNDERSTAND ITS CONTENTS. I AM AWARE THAT THIS IS A FULL RELEASE OF ALL LIABILITY AND SIGN IT ON MY OWN FREE WILL.

Signature: _____

Date: _____

Method of Payment

Print Name: _____

Total Charge:

Method of Payment: ☐ Cash ☐ Mastercard ☐ Visa ☐ Discover ☐ Check (Make payable to the City of Los Alamitos)

Credit Card: Expiration: / CW2:

Billing Address:

Signature: _____ Date: _____

Pay to the City of Los Alamitos