

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

PARKS, RECREATION AND CULTURAL ARTS COMMISSION
AGENDA
REGULAR MEETING

Wednesday, March 6, 2024 – 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 enoda@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 Singer
Commissioner Wright
Commissioner Gallagher
Commissioner Joseph
Vice Chair Bandak

Chair VACANT

3. PLEDGE OF ALLEGIANCE

Vice Chair Bandak 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. PR&CA COMMISSION REORGANIZATION

A. Annual PR&CA Commission Reorganization

This report provides relevant information for the PR&CA Commission's annual reorganization, by the election of the Chair and Vice Chair.

Recommendation: It is recommended that the Parks, Recreation, and Cultural Arts Commission nominate and elect:

1. Chair
2. Vice Chair

6. APPROVAL OF MINUTES

A. Approval of Minutes for the Regular Meeting of February 7, 2024

Approve the Minutes for the Regular Meeting of February 7, 2024.

7. STAFF REPORTS

A. 2024 Summer Concert Series Band Ranking

This report provides the Parks, Recreation & Cultural Arts Commission information on 2023 MemorialCare Miller Children's & Women's Hospital Long Beach Summer Concert Series.

Recommendation:

Commission recommendation to review options presented and vote on top eight

music categories.

B. Spring 2024 Programs and Events

This report provides the Parks, Recreation & Cultural Arts Commission with information regarding the upcoming Spring Programs and Events.

Recommendation:

Commission receive and file.

C. Preview of Contract Classes

This report provides the Parks, Recreation & Cultural Arts Commission an inside look at some of the new contract classes within the Recreation and Community Services Department.

Recommendation:

Commission receive and file.

D. Labourdette Park Project Design

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

Recommendation:

1. Commission receive file and discuss; and,
2. Choose options for the site amenities.

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.

10. ADJOURNMENT

The Parks Recreation and Cultural Arts Commission will adjourn to Wednesday, April 3, 2024.

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 29th day of February.**

Lauren Pavelec

Lauren Pavelec, Department Secretary

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

REGULAR MEETING – WEDNESDAY, February 7, 2024

1. CALL TO ORDER

The Parks, Recreation and Cultural Arts Commission met in a Regular Session at 7:02 p.m., Wednesday, February 7, 2024 in the Community Center 2, 10909 Oak St., Chair A. Duran presiding.

2. ROLL CALL

Present: Commission Members: Bandak, A. Duran, Gallagher, Wright, Beck

Absent: Commission Members: Joseph, K.Duran

Present: Staff: Emeline Noda, Director of Recreation & Community Services/Director of Intergovernmental Affairs
Jason Bruton, Recreation Manager
Jennifer Sisoiev, Recreation Manager
Irving Montenegro Jr. Development Services Manager
Samantha Kenny, Recreation Coordinator
Lauren Pavelec, Department Secretary

3. PLEDGE OF ALLEGIANCE

Chair Duran led the Pledge of Allegiance.

4. PRESENTATIONS

The Parks, Recreation and Cultural Arts Commission presented a check to Michael Yoon for the LAVP Scholarship Award in the amount of \$750.

5. ORAL COMMUNICATIONS

Chair Duran opened 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 and Cultural Arts Commission. Remarks are limited to not more than five minutes per speaker.

6. APPROVAL OF MINUTES

Motioned: Gallagher/Seconded Bandak

Motioned Carried: The Parks, Recreation and Cultural Arts Commission approved the minutes for the Special Meeting of January 11, 2024.

7. DISCUSSION

A. Neighborhood Permit Parking and Street Sweeping Survey (Development Services)

This discussion provided the Parks, Recreation and Cultural Arts Commission with a summary of the results of the online survey for the Neighborhood Permit Parking and Street Sweeping survey.

Irving Montenegro Jr. Development Services Manager summarized the report.

8. STAFF REPORTS

A. 2023 Accomplishments

This report provided the Parks, Recreation & Cultural Arts Commission with a summary of the 2023 Recreation and Community Services Department accomplishments.

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

B. Teen Programs

This report provided the Parks, Recreation & Cultural Arts Commission with information on ongoing teen programs and events such as Elevate Teen Expo, Los Alamitos Volunteer Program (L.A.V.P), and Counselor in Training (C.I.T).

Recreation Coordinator Samantha Kenny summarized the staff report.

9. ITEMS FROM THE RECREATION & COMMUNITY SERVICES DEPARTMENT

Emeline Noda, Recreation Director

- Community Center construction started.
- 2024 CPRS Conference taking place February 28-29, March 1, 2024.
- CPRS District 10 Banquet will be March 21, 2024, accepting RSVP's.

Jennifer Sisoiev, Recreation Manager

- Asked that the Parks, Recreation and Cultural Arts Commission for judges for the upcoming Weekend of Art event.
- Announced the upcoming Senior Workshops

Jason Bruton, Recreation Manager

- Announced that registration opened for the 2024 UWS Race on the Base on January 25, 2024.

10. COMMISSIONER REPORTS

Commissioner Wright

Nothing to report

Commissioner Joseph

Absent

Commissioner Gallagher

Nothing to report

Commissioner K. Duran

Absent

Commissioner Beck

Nothing to report

Vice Chair Bandak

Nothing to report

Chair A. Duran

Nothing to report

11. ADJOURNMENT

The Parks, Recreation, and Cultural Arts Commission adjourned at 8:15 p.m.

Attest:

Alex Duran, Chair

Emeline Noda
Director of Recreation & Community Services/
Director of Intergovernmental Affairs

City of Los Alamitos

PARKS, RECREATION AND CULTURAL ARTS

COMMISSION AGENDA REPORT

MEETING DATE: March 6, 2024

ITEM NUMBER: 7A

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

Presented By: Tin Villaluna, Recreation Supervisor

Subject: 2024 Summer Concert Series Band Ranking

SUMMARY

This report provides the Parks, Recreation & Cultural Arts Commission information on 2023 MemorialCare Miller Children's & Women's Hospital Long Beach Summer Concert Series.

RECOMMENDATION

Commission recommendation to review options presented and vote on top eight music categories.

BACKGROUND

The Summer Concert Series was first held in the summer of 2022 as a replacement for the Music & Movies event series. The City of Los Alamitos Recreation and Community Services Department annually held eight (8) Summer Concert Series events during the summer months. This series of free events provided the community with an evening of live music and food on select dates.

DISCUSSION

The Summer Concert Series was well received by the public last year. The average attendance at each date was over 120 patrons. The event was able to cover a wide variety of genres along with a Beverage Garden run by the Los Alamitos Community Foundation.

Each date will feature a live band with concert beginning at 6:30 p.m. and conclude at 8:00 p.m. while guests can also enjoy vendors and food vendors and activities provided by the Los Alamitos Recreation and Community Services Mobile Rec.

This year the first set of four concerts will take place on Pine Street and be called "Concerts on Pine Street" on the following dates with the bands below:

- Thursday, June 13, 2024
- Thursday, June 20, 2024
- Thursday, June 27, 2024
- Thursday, July 11, 2024

The second set of four concerts will take place alternating at Little Cottonwood Park and Orville R. Lewis Park on the following dates with the bands below:

- Thursday, July 18, 2024 at Little Cottonwood
- Thursday, July 25, 2024 at Orville R. Lewis Park
- Thursday, August 1, 2024 at Little Cottonwood Park
- Thursday, August 8, 2024 at Orville R. Lewis Park

Attached is a voting sheet listing of various music categories. The Parks, Recreation & Cultural Arts Commission is invited to make their top eight selections to recommend to staff for this summer.

FISCAL IMPACT

Funding for the event is provided by the Recreation and Community Services Department budget in the Special Events budget. We are currently seeking a sponsor to assist with offsetting the costs for the event. Funding from food trucks, vendors, and sponsors will further assist with offsetting the budget.

Attachment: 1. Voting Sheet for 2024 Summer Concert Series Genres

2024 Summer Concert Series Genres

Please rate the genres on preference from 1-10 (1 being most preferred)

50's era music

60's era music

70's era music

80's era music

90's era music

Country music

Rock music

Funk music

Cover Bands

Pop music

Dance music

Other:

City of Los Alamitos

PARKS, RECREATION AND CULTURAL ARTS COMMISSION AGENDA REPORT

MEETING DATE: March 6, 2024

ITEM NUMBER: 7B

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

Presented By: Megan Shimada

Subject: Spring 2024 Programs and Events

SUMMARY

This report provides the Parks, Recreation & Cultural Arts Commission with information regarding the upcoming Spring Programs and Events.

RECOMMENDATION

Commission receive and file.

BACKGROUND

The Recreation and Community Services Department provides programs and events each quarter. This report will highlight the programs and events scheduled for the Spring season.

DISCUSSION

Weekend of Art

Weekend of Art is a two-day visual art exhibition that will be held at Oak Middle School due to the construction taking place at the Community Center. This event has featured over 300 works of art and 150 performing artists in past years. The visual art exhibition will take place in the Oak Middle School multipurpose room with performances, demonstrations, and an arts & crafts vendor fair. This year the event is scheduled for Saturday, March 16, 2024, from 12:00 p.m. to 6:00 p.m. and Sunday, March 17, 2024, from 3:00 p.m. to 7:00 p.m. Awards are also given out to the participants based on category and age division.

Spring Carnival

The MemorialCare Miller Children's & Women's Hospital Long Beach and Cal Optima Spring Carnival will take place at Little Cottonwood Park on Saturday, March 30, 2024 from 9:30 a.m. - Noon. The carnival will feature the popular egg hunt, vendor booths, carnival games, bounce houses, arts and crafts, and a photo area with Peter Rabbit. This event also allows local businesses and nonprofits to participate and get connected to residents. Approximately 4,000 people are expected to enjoy the annual Spring Carnival event at Little Cottonwood Park.

Teen Expo

Southland Credit Union Elevate Teen Expo is a personal development conference for teens in middle school and high school. Some of the topics discussed at the event include: finance, fitness, stress management, goal setting, and more. The Elevate Teen Expo committee is made up of representatives from the City of Los Alamitos Recreation and Community Services Department, Casa Youth Shelter, Summer Harvest, The Youth Center, Southland Credit Union, and the OC Health Care Agency. Elevate Teen Expo is scheduled to take place on Saturday, April 20, 2024, at the Los Alamitos Community Center and Oak Middle School Gymnasium. Southland Credit Union has agreed to be the title sponsor of the event.

Senior Prom

Senior Prom is a special event for the older adults in our community. Senior Prom will take place on Saturday, May 4 from 3:00 p.m. to 6:00 p.m. It provides an opportunity for our seniors to get out and have a little fun. Each of the senior prom events are themed and the staff encourage attendees to dress the part. This year, the event will feature a carnival-themed event. The Los Alamitos Senior Prom is held once per year and provides seniors a fun-filled evening of dancing, dining and live entertainment. Approximately 100 guests attend the event each year and enjoy a plethora of amenities with their ticket including: live music, dinner, photo booth, raffle prizes, and King & Queen ceremony.

Programs

Youth Classes - Several new contract classes will be added for the spring session. A new butterfly princess ballet class will be offered through OC Dance along with a youth multisport class for children ages 1.5-5 years. Youth Track & Field will take place from April - May for grades 1 - 8. The program will conclude with a track meet on the final day and awards for the top finishers in each event.

Adult Classes - Classes for older adults are also scheduled for the spring session as well. A new hula class and a few yoga classes specifically catered to the older adult population will be offered. As well as a technology class for older adults, CPR, First Aid and AED training, a Sound Bath class and a new Pilates class.

Preschool - The Lil' Oak Preschool Program will have their graduation ceremony for any outgoing students in May. This year's graduation theme will be a farm theme with the title of graduation being "Moooving onto Kindergarten." Preschoolers will have a chance to walk on stage to receive their preschool diploma. Family members are encouraged to attend to experience the milestone event for the preschoolers.

FISCAL IMPACT

Funding for the special events is budgeted in the Special Events Division of the Recreation and Community Services Department. The cost of several special events are offset with sponsorships, grants, and registration fees. Funding for the contract classes is budgeted in the Contract Class Division with registration fees to offset the cost.

Attachment: None

City of Los Alamitos

PARKS, RECREATION AND CULTURAL ARTS

COMMISSION AGENDA REPORT

MEETING DATE: March 6, 2024

ITEM NUMBER: 7C

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

Presented By: Cassidy Figueroa, Recreation Coordinator

Subject: Preview of Contract Classes

SUMMARY

This report provides the Parks, Recreation & Cultural Arts Commission an inside look at some of the new contract classes within the Recreation and Community Services Department.

RECOMMENDATION

Commission receive and file.

BACKGROUND

The City of Los Alamitos offers the community a wide variety of specialty programs, classes and camps through contract instructors. The use of contract instructors allows the Recreation and Community Services Department to find specialized professionals who have expertise in areas of interest to the members of the community. These specialized areas include fitness, sports, painting, performing arts, educational development, engineering, animal training, and much more. Every season, staff add new classes to the Recreation and Community Services Brochure to keep up with program trends and public interest. The process of adding a new class requires several steps including recruitment, class proposal submission, meeting/interview with the instructor, signing a contract, facility booking, and finally registration.

DISCUSSION

The City of Los Alamitos currently has 40 contract instructors and offers on average 100 classes a season. City staff receive feedback from the public patrons, class registrants, and the Parks Recreation & Cultural Arts Commission in regards to the contract class offerings. There was an overwhelming response to increase programming after school and on the weekends to accommodate working families and their busy schedules. There was also a request to increase programming in education, special interest, and adapted programming. As a result the following classes have been implemented into the City brochure.

Fall 2023 – Summer 2024 Programming

Adaptive Recreation – Monthly Meet-Ups every last Wednesday of the month for all ages

Boomers to Zoomers – Monday afternoons for ages 50+

Self Defense Classes – Monday and Wednesday evenings for ages 18+

Karate Classes – Wednesday evening for ages 5-18
CPR, First Aid, and AED Training – Saturday morning for ages 12+
Sound Bath Class – Friday evening for ages 18+
Gymnastics and Cheer Classes – Wednesday evening for ages 3-6 and 7-12
Crochet Classes – Friday afternoon for ages 12+
Super Mario World Camp – Week long for ages 5-12
Summer Olympics Camp - Week long for ages 5-12
Extreme Arts and Craft Cramp - Week long for ages 5-12
Pilates on the Reformer – Monday and Thursday nights ages 18+
Basic Dog Obedience Class – Sunday mornings for ages 18+
Butterfly Princess Ballet Class – Thursday evening for ages 4-6
Youth Sign Language Class – Thursday afternoon for ages 10-14

FISCAL IMPACT

Due to the revenue sharing nature with the instructors of the contract classes, the classes and camps are a consistent source of revenue for the City that helps offset the cost of operating and maintaining the facility. Staff expenditures for coordinating the classes include: staff to recruit and organize the instructors, produce and mail the Recreation Brochure, set up and tear down for each class/camp, and staffing the facility when classes/camps take place. The percentage the City receives in revenue for the classes helps to offset these costs.

The City collects all registration fees for the classes and camps, and then process payment to the instructors according to the agreed upon commission split.

Every registration that occurs in the Recreation and Community Services Department also has a processing fee attached. The processing fee assist with offsetting the cost of the registration software.

Attachment: None

City of Los Alamitos

PARKS, RECREATION AND CULTURAL ARTS

COMMISSION AGENDA REPORT

MEETING DATE: March 6, 2024

ITEM NUMBER: 7D

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

Presented By: Steve Kim, Recreation Supervisor

Subject: Labourdette Park Project Design

SUMMARY

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

RECOMMENDATION

1. Commission receive file and discuss; and,
2. Choose options for the site amenities.

BACKGROUND

Labourdette Park is a neighborhood park located at 4401 Howard Avenue and is approximately 15,800 square feet (0.36 acres). The playground structure was last updated in April 1996. Parks and playgrounds are essential to establish and maintain the quality of life in the community, ensuring the health of families and youth, and contributing to economic and environmental well-being.

Playground equipment typically has a service life of twenty years, making the existing play structure 27 years old. The proposed design will transform the park into a themed park and fitness area that will allow children to play and adults to stay healthy for many years to come.

DISCUSSION

It is requested that the Parks, Recreation & Cultural Arts Commission discuss and recommend approval of the various options presented tonight. Attachment No. 1 will provide options for park amenities (benches, trash receptacles, bicycle racks, hydration station), shade shelters, play equipment, and fitness equipment. Park design concept was developed taking into consideration the Parks, Recreation & Cultural Arts Park Wish List that was developed in the last several years during the August Commission Park Tours.

The Parks, Recreation & Cultural Arts Commission recommendation along with the various site amenities option will be presented to City Council at an upcoming meeting for final approval.

FISCAL IMPACT

The Labourdette Park Project is a Capital Improvement Project (CIP), and funding will be expended from the CDGB account number 19-570-5501.2400 and the General Fund account number 10-570-5501.2400 for Fiscal Year 2023-2024.

Attachment: 1. Labourdette Park Options



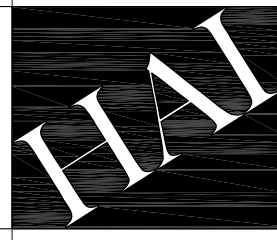
PLAY
EQUIPMENT

OPTION A
EQUIPMENT AND SHADE \$264,000
INCLUDES TAX, FREIGHT, AND INSTALLATION



LABOURDETTE PARK: CONCEPT SITE AMENITIES

2-15-2024



HIRSCH & ASSOCIATES, INC.
LANDSCAPE ARCHITECTURE & PLANNING
2221 EAST WINSTON ROAD, SUITE A
ANAHEIM, CALIFORNIA 92806
PHONE 714-776-4340 FAX 714-776-4395
WWW.HAILANDARCH.COM LA#1710



PLAY
EQUIPMENT

OPTION B
EQUIPMENT AND SHADE \$271,000
INCLUDES TAX, FREIGHT, AND INSTALLATION



LABOURDETTE PARK: CONCEPT SITE AMENITIES



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OPTION A

Fairway 6' table FWTP-6S-WI-P: \$3850
Fairway 6' ADA FWTP-6HCS-WI-P: \$3581
Fairway 8' table FWTP-8S-WI-P: \$4479
FWR-6-WI-P: \$1713 Fairway 8' ADA FWTP-8HCS-WI-P: \$4173 Langdon LATR-32-WI-P: \$1940 Heavy Duty Winder: \$1172



Fairway 6' Bench with Back
Manufactuer: Thomas Steele



Fairway Table with Seats 6', 6' ADA, 8', 8' ADA
Manufactuer: Thomas Steele



Langdon Receptacle 32 gallon
Manufactuer: Thomas Steele



Bicycle Rack - capacity 7
Manufactuer: Thomas Steele

10145SMSSFA with pet fountain \$12,330
INCLUDES TAX + FREIGHT



DRINKING FOUNTAIN/HYDRATION STATION

OPTION B

Table 525-60TMR 6': \$6070
Table 525-663 TMR ADA: \$5665
Bench 522-60TMR \$3110
Table 525-80TMR: \$7165



505 Bench 6' steel with armrests
Manufactuer: Dumor



72 Table 6', ADA, 8' ADA
Manufactuer: Dumor

Receptacle 286-32SH: \$1998



286 Receptacle 32 gallon
Manufactuer: Dumor

Metro Bicycle Rack (3): \$1600



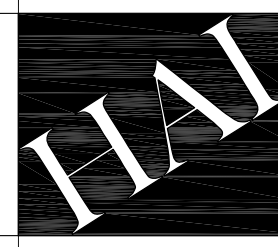
Bicycle Rack - capacity 6
Manufactuer: Dumor

1 Drinking Fountain + 1 ADA Drinking
Fountain (Front Access)
with Bottle Filler
and Attached Pet Fountain
Manufactuer: MDF

NOTE: ALL COSTS INCLUDE TAX AND FREIGHT



LABORDETTE: CONCEPT SITE AMENITIES



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