

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

PARKS, RECREATION AND CULTURAL ARTS COMMISSION
AGENDA
REGULAR MEETING

Wednesday, October 2, 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 Wright
Commissioner Singer
Commissioner Gallagher
Commissioner Joseph
VACANT
Vice Chair Beck
Chair Bandak

3. PLEDGE OF ALLEGIANCE

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. APPROVAL OF MINUTES

A. Approval of Minutes for the Special Meeting of August 7, 2024

6. STAFF REPORTS

A. Fall Programs/Events Preview

This report provides the Parks, Recreation & Cultural Arts Commission with a preview of Recreation fall programs and events.

B. Tennis Court Resurfacing Update

This report provides the Parks, Recreation & Cultural Arts Commission with an update to the renovation project at the Laurel Park Tennis Courts.

C. CPRS District 10 Volunteer Merit Award Nominations

This report provides the Parks, Recreation & Cultural Arts Commission with an opportunity to consider nominees for the 2025 California Park & Recreation Society (CPRS) District 10 Volunteer Merit Award.

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 Parks, Recreation, and Cultural Arts Commission will adjourn to Wednesday, November 6, 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 25th day of September.**

Lauren Pavelec

Lauren Pavelec, Department Secretary

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

SPECIAL MEETING – WEDNESDAY, August 7, 2024

1. CALL TO ORDER

The Parks, Recreation and Cultural Arts Commission met in a Regular Session at 6:00 p.m., Wednesday, August 7, 2024 in the Council Chambers, 3191 Katella Ave., Chair Bandak presiding.

2. ROLL CALL

Present: Commission Members: Bandak, Gallagher, Wright, Beck, Singer

Absent: Commission Members: Joseph

Present: Staff: Emeline Noda, Director of Recreation & Community Services/Director of Intergovernmental Affairs
Jennifer Sisoiev, Recreation Manager
Jason Bruton, Recreation Manager
Lauren Pavelec, Department Secretary

3. PLEDGE OF ALLEGIANCE

Chair Bandak led the Pledge of Allegiance.

4. ORAL COMMUNICATIONS

Chair Bandak 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. Oral communications were closed.

5. APPROVAL OF MINUTES

Motioned: Singer/Seconded Wright

Motioned Carried: The Parks, Recreation and Cultural Arts Commission approved the minutes for the Regular Meeting of June 5, 2024.

A. STAFF REPORTS

A. Park Tours

This report provides the Parks, Recreation & Cultural Arts Commission with a schedule of the various parks in Los Alamitos that the Commission will tour with City staff from

the Recreation and Community Services Department. The Commission will also receive a verbal report of potential ideas for future improvements and plans for each site.

Recreation & Community Services Director Emeline Noda summarized the staff report and toured Roberts, Stansbury, Soroptimist, Laurel, Labourdette, Little Cottonwood, Sterns, and Orville Lewis Jr.

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

6. ITEMS FROM THE RECREATION & COMMUNITY SERVICES DEPARTMENT

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

- Recruiting volunteers for the upcoming Serve Los Al event on September 14, 2024, starting at 8:30 a.m. at the Oak Middle School Amphitheater.
- Veterans needed for the Veteran's Recognition at Celebrate Los Al on September 14, 2024, at 5:30 p.m. at the stage.
- Announced the Los Alamitos Community Center Grand Re-Opening on Friday, October 4, 2024, from 5:30 p.m. to 8:00 p.m.
- Announced the Elevate Women's Conference on October 9, 2024, from 8:30 a.m. to 1:00 p.m. at the Los Alamitos Community Center

Jennifer Sisoev, Recreation Manager

- Announced Senior Expo on Wednesday, August 21, 2024, from 10:00 a.m. to 12:00 p.m. at the American Legion Post 716.

Jason Bruton, Recreation Manager

- Announced Celebrate Los Al on September 14, 2024, from 4:00 p.m. to 10:00 p.m.

B. COMMISSIONER REPORTS

Commissioner Wright

Nothing to report.

Commissioner Singer

Nothing to report.

Commissioner Gallagher

Nothing to report.

Commissioner Joseph

Nothing to report.

Vice Commissioner Beck

Nothing to report.

Chair Bandak.

- Thanked city staff for the park tours

C. ADJOURNMENT

The Parks, Recreation, and Cultural Arts Commission adjourned at 8:00 p.m.

Attest:

William Bandak, 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: October 2, 2024

ITEM NUMBER: 6A

To: Chair William Bandak & Members of the Parks, Recreation and Cultural Arts Commission

Presented By: Samantha Kenny

Subject: Fall Programs/Events Preview

SUMMARY

This report provides the Parks, Recreation & Cultural Arts Commission with a preview of Recreation fall programs and events.

RECOMMENDATION

Commission receive and file.

BACKGROUND

The Los Alamitos Recreation and Community Services Department is proud to continue its offerings of programs and events aimed to improve community quality of life. Upcoming fall programs and events are detailed in this report.

DISCUSSION

Programs

Fall Day Camp

Fall Day camp is scheduled for Monday, November 25, Wednesday, November 27, and Friday, November 29. Regular hours are 9:00 a.m. – 4:00 p.m., and extended hours are 7:00 a.m. – 6:00 p.m. Campers will be able to create crafts, participate in indoor and outdoor organized activities, and more, all catered to the fun theme of fall! Morning and afternoon snacks are provided. Registration for Fall Day Camp is currently open and can be completed at losalrecreation.myrec.com. Scholarships are available for eligible Los Alamitos residents.

Lil' Oak Preschool Program

The Fall preschool program offers two nine-week sessions. Nine participants are enrolled in the Monday, Wednesday, and Friday classes and 16 are enrolled in the Tuesday and Thursday classes. Participants look forward to a fun-filled year of crafts, activities, and field trips. This fall, participants can attend a Back to School Night, take a field trip to Tanaka Farms, and perform at Winter Wonderland. Each participant will receive a Lil' Oak Preschool Program t-shirt and tote bag.

Youth Sports

Jr. Pee Wee Flag Football

With football season happening in the fall, Jr. Pee Wee Flag Football will take place on Tuesdays from September 10 through October 8 from 5:00 – 5:45 p.m. at Little Cottonwood Park (4000 Farquhar Ave). Future football stars, ages four to seven years old, will learn basic skills such as passing, catching, and flag-pulling. This is an excellent introductory program for those starting out in football or for those looking to refine their skills!

Co-ed Youth Volleyball League

We are excited to have one of our most popular youth sports leagues, Co-ed Youth Volleyball, back for the 2024 fall season. This program is catered to grades 4-8, with practices and games occurring at the Joint Forces Training Base Gym (11360 Valley Forge Ave). This league offers two divisions: Spike Division (6th-8th grade) and the Set Division (4th-5th grade). All skill levels are welcome. Practice will be held once per week, beginning the week of September 9. The first week is dedicated to practice, with the first game scheduled on Friday, September 20, ending with the Skills Contest on Friday, November 15. Jersey and award are included in the fee.

Bump Clinic

Designed as a feeder program for the Co-ed Youth Volleyball League, Bump Clinic (1st-3rd grade) will take place from September 10 through October 15 at the Los Alamitos Joint Forces Training Base Gym. This introductory clinic will acquaint children with the basic skills and techniques of volleyball. Scholarships are available for eligible Los Alamitos residents. All participants will receive a t-shirt and certificate of completion.

Events

MemorialCare Miller Children's and Women's Hospital Long Beach Trunk or Treat

The Los Alamitos Recreation and Community Services Department will host its 12th Annual MemorialCare Miller Children's and Women's Hospital Long Beach Trunk or Treat presented by Southland Credit Union at Little Cottonwood Park on Saturday, October 26, 2024, from 5:00-7:30 p.m. An estimated 5,000 people will visit Little Cottonwood Park to enjoy the annual Trunk or Treat event. The event will feature the popular costume contest, fun photo, and selfie areas, carnival game booths, inflatables, vendors, trick-or-treating from trunks, food trucks, a festive train ride, an adult pie eating contest, a free Southland Credit Union Pumpkin Patch, a beverage garden, benefiting the Los Alamitos Community Foundation, and activities for the entire family. The event's most popular attractions include:

Pumpkin Patch

The return of the free pumpkin patch presented by Southland Credit Union continues!

Recreation Staff are currently in communication with Grocery Outlet to provide the free pumpkins. Last year, 600 pumpkins went home with happy families, and the Department hopes to offer the same amount this year. These pumpkins are free for eventgoers to enjoy on a first-come, first-served basis until supplies last. In addition, a pumpkin patch photo stand will be featured in the area for fall photo opportunities.

Train Ride

The trackless train ride route will start and end at the east end of the park near the restrooms, and the park's perimeter will be circled along the walkway. Guests on the train ride will enjoy static displays along the entire path. Train-ride stations will consist of fun and spooky Halloween-themed décor such as spider-webbed trees, skeletons in the “graveyard,” hanging bats, giant spooky inflatables, and more. The ride will consist of an ADA-accessible trackless train conducted by a rental company's driver, with 22 guests able to fit on the train simultaneously.

Costume Contest

The popular costume contest for all family members, including children from infants to age 12, family groups, and a brand-new pet division to show off their costume. The costume contest will begin at approximately 5:30 p.m. and will be separated into three age divisions, along with a separate family division and a pet division. Prizes will be awarded to the top three winners of each division.

Parks, Recreation, and Cultural Arts Commissioners are invited and encouraged to judge the costume contest on the day of the event, with arrival at the stage by 5:15 p.m.

Commissioners who will be attending this year's event and would like to volunteer at the event, please get in touch with Management Analyst Megan Shimada. Additional information, along with a preferred parking pass, will be provided.

Trunks / Vendors

Community members, local organizations, and businesses are invited to decorate their vehicles and participate in the event as “trunks.” A game or activity is highly encouraged for the trick-or-treaters to engage in. This is an excellent opportunity for local businesses to market themselves to approximately 5,000 residents. Those interested in being a trunk may find the application on the City's website. Vendor and food vendor spaces for the event are sold out, including Tatay Ry's, Coda's Kettle Corn, Domino's Pizza, Shelly's Mexican Kitchen-Tres Compas, Wendy's, and Kona Ice of Cypress.

Beverage Garden

A beverage garden will be available for eventgoers ages 21 and older. Sales will include water, beer, and seltzers. All proceeds will directly benefit the Los Alamitos Community Foundation and its mission. Recreation Staff are currently securing the proper ABC liquor license and hiring private event security to ensure all safety requirements are met.

Halloween Decorating Contest

The annual Halloween Decorating Contest will be held on Tuesday, October 29. The Los Alamitos Recreation and Community Services Department will invite all City of Los Alamitos residents to participate in the 2024 Halloween Decorating Contest on Tuesday, October 29, 2024. No registration is required, however, homes must have displays and lights turned on from 7:00 to 9:00 pm to be eligible. Judges from the community will judge a first-place and second-place award for each Los Alamitos neighborhood. Winners will be acknowledged via press release, social media, the City website, and with a lawn sign at their home. Ganahl Lumber has been secured as a sponsor for this event.

FISCAL IMPACT

Costs for the majority of these events are offset by event sponsorships from MemorialCare Miller Children's and Women's Hospital Long Beach. Classes and programs are offset by program registration by participants enrolled.

Attachment: None

City of Los Alamitos

PARKS, RECREATION AND CULTURAL ARTS

COMMISSION AGENDA REPORT

MEETING DATE: October 2, 2024

ITEM NUMBER: 6B

To: Chair William Bandak & Members of the Parks, Recreation and Cultural Arts Commission

Presented By: Steve Kim, Recreation Supervisor

Subject: Tennis Court Resurfacing Update

SUMMARY

This report provides the Parks, Recreation & Cultural Arts Commission with an update to the renovation project at the Laurel Park Tennis Courts.

RECOMMENDATION

Commission receive and file.

BACKGROUND

The Laurel Park Tennis Courts provides various tennis programs and opportunities for reservations to the general public. The courts are heavily used for tennis classes, summer tennis camps, and resident reservations throughout the week. The current tennis court surface shows signs of usage and cracks in the concrete. Maintenance to the tennis courts has not been done in over 10 years. The current chain link fence and windscreen are over 10 years old and show signs of degradation from the elements.

At the recommendation by the Parks, Recreation & Cultural Arts during the Park Tour in August of 2022, two new pickleball courts will be added, with the rising demand of pickleball, by converting one tennis court into two brand-new pickleball courts. The plans include replacing the chain-link fence and resurfacing the tennis courts. A new chain-link fence and windscreen will give the courts a new look and increased visual appeal. The new benches and city-approved paint scheme will bring a new look to the tennis courts and enhance the playing experience.

DISCUSSION

The City intends to begin the project on Monday, September 16. Two different contractors will complete the project. The fencing contractor Harris Steel Fence Co., Inc. will come in to replace the fencing and windscreen, which is scheduled to take approximately three weeks. Once the fencing is complete, the resurfacing company Trueline Construction & Surfacing will come in to resurface the tennis courts and install the two new pickleball courts. The resurfacing is tentatively scheduled to begin on October 7.

The project timeline is below.

DATE

September 16, 2024 to October 4, 2024
October 7, 2024, to November 1, 2024,
November 4, 2024,

TASKS

Fencing Replacement
Court Resurfacing
Resume Tennis Classes

Once construction is complete, the Recreation & Community Services Department will resume tennis classes.

FISCAL IMPACT

This renovation project is part of the Council-approved FY 23-24 Capital Improvement Project list. The project budget for tennis court fence replacement was bid at \$86,412 by Harris Steel Fence Co., Inc. and approved at the Regular City Council Meeting on June 24, 2024. The project budget for resurfacing the tennis courts and the implementation of new pickleball courts was bid at \$188,338.40 by Trueline Construction & Surfacing and approved at the Regular City Council Meeting on June 24, 2024.

Cost recovery for pickleball court reservations, similar to surrounding cities, may be implemented at a future date in early 2025 based on the approval of the City Council. The tennis courts also bring in revenue for year-round tennis classes and private lessons.

Attachment: None

City of Los Alamitos

PARKS, RECREATION AND CULTURAL ARTS

COMMISSION AGENDA REPORT

MEETING DATE: October 2, 2024

ITEM NUMBER: 6C

To: Chair William Bandak & Members of the Parks, Recreation and Cultural Arts Commission

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

Subject: CPRS District 10 Volunteer Merit Award Nominations

SUMMARY

This report provides the Parks, Recreation & Cultural Arts Commission with an opportunity to consider nominees for the 2025 California Park & Recreation Society (CPRS) District 10 Volunteer Merit Award.

RECOMMENDATION

Commission receive, consider, select nominee(s), and file.

BACKGROUND

The California Park and Recreation Society (CPRS) District 10 regularly hosts an awards and installation banquet each spring. The awards program is designed to recognize and honor those individuals and organizations who have contributed to the recreation profession and the quality of life within CPRS District 10, whose boundaries include portions of Los Angeles and all of Orange County.

Each year the City of Los Alamitos nominates an individual and/or an organization to receive the Volunteer Merit Award.

DISCUSSION

The Volunteer Award nomination process is open to all agency members of District 10. In 2024, Los Alamitos Unified School District (LAUSD) and Amy Payne with Summer Harvest were honored by the City of Los Alamitos, Parks, Recreation & Cultural Arts Commission, and CPRS District 10. The award banquet was held Thursday, March 21, 2024, at The Center of Founders Village in Fountain Valley.

This item is presented to the Commission for you to discuss worthy individuals and/or groups that you would like to nominate. Nominations will be taken from individual Commissioners, and a final vote will be made at the conclusion of the discussion due to the upcoming nomination deadline.

The Parks, Recreation and Cultural Arts Commission will be notified and invited to the Awards and Installation Banquet with a date TBD sometime in spring 2025. The City Council will also

be invited to attend along with the City Manager and Recreation and Community Services staff.

FISCAL IMPACT

The Recreation and Community Services Department will support the cost of the award(s) and the banquet for the recipient(s) and his/her/their guest(s), and the banquet for all Parks, Recreation and Cultural Arts Commissioners, Staff and City representatives who wish to attend.

Attachment: 1. CPRS District Ten Volunteer Award Recipients List

**CPRS District 10 Volunteer Award
Past Award Winners**

1996	Walter Ackerman, Commissioner of AYSO Region 159
1997	Los Alamitos Senior Citizens' Club
1998	Los Alamitos Rotary Club
1999	George Briggeman, Jr.
2000	Brigadier General Guido J. Portante, Jr.
2001	Los Alamitos Youth Center, Inc.
2002	None
2003	Tom Kneeshaw
2004	Ganahl Lumber
2005	Major Lisa Kutschera
2006	Trend Offset Printing
2007	Mark Wagner – Retiree Recognition Award
2007	Patti Haney & Rand Watkins - Seal Beach Swim Club
2008	Verna Burns – Sr. Club
2008	Beth Piburn & Candace Drucker – Parks, Recreation and Cultural Arts Commissioners
2009	Keyanus Price, Trend Offset Printing
2009	Lu Morgan, Senior Meals Program volunteer
2010	Fred Freeman, AYSO Volunteer
2010	Revolution Church
2011	50 th Anniversary Committee
2012	Nancy Karmelich, Banners of Honor Maria Teresa Diaz, St. Isidore Historical Plaza
2013	Tom Rothwell Southland Credit Union
2014	Tom Stretz Sunburst Youth Academy
2015	Los Alamitos Medical Center Erin Henkhaus
2016	Sir Speedy of Los Alamitos Karen Klabough
2017	Dr. Russel Chang Michael Bell
2018	Teri Nugent – Sr. Club Friday Night Lights (FNL) Flag Football
2019	Dr. Sherry Kropp Joint Forces Training Base
2020	Manuel Gouveia Grateful Hearts
2021	Marilynn Poe MemorialCare Miller Children & Women's Hospital Long Beach
2022	Cottonwood Church Lee Elementary School 5 th Grade Teachers
2023	Universal Waster Systems (UWS) Blair Pietrini