

CITY OF LOS ALAMITOS

3191 Katella Ave.
Los Alamitos, CA 90720

AGENDA PARKS, RECREATION, AND CULTURAL ARTS COMMISSION REGULAR MEETING

Wednesday, March 4, 2015 – 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 Bell
 - Commissioner Carvajal
 - Commissioner Decker
 - Commissioner Jempsa
 - Commissioner Wilson
 - Vice Chair Jorge
 - Chair Manning
3. **PLEDGE OF ALLEGIANCE**
4. **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. Please state if you wish to speak on an item on the Agenda. Remarks are to be limited to not more than five minutes.

5. MINUTES

Approval of the minutes for the regular meeting of February 4, 2015.

6. STAFF REPORTS

A. Los Alamitos Volunteer Program (L.A.V.P.)

This report provides the Parks, Recreation & Cultural Arts Commission an update regarding the Los Alamitos Volunteer Program (L.A.V.P.)

Recommendation: Commission receive, and file.

B. Los Alamitos Spring Carnival featuring the Egg Hunt

This report provides the Parks, Recreation & Cultural Arts Commission an update regarding the Spring Carnival.

Recommendation: Commission receive, and file.

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

This report provides the Parks, Recreation & Cultural Arts Commission the opportunity to consider nominees for the 2015 CPRS District 10 Volunteer Merit Award.

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

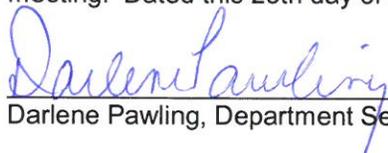
7. ITEMS FROM THE RECREATION & COMMUNITY SERVICES DEPARTMENT

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

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 25th day of February 2015.



Darlene Pawling, Department Secretary

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

REGULAR MEETING – WEDNESDAY, February 4, 2015

1. CALL TO ORDER

The Parks, Recreation and Cultural Arts Commission met in a Regular Session at 7:00 p.m., Wednesday, February 4, 2015, in the Council Chambers, 3191 Katella Ave., Chair Manning presiding.

2. ROLL CALL

Present: Commission Members: Bell, Carvajal, Decker, Jempsa, Jorge, Manning, Wilson

Absent: Commission Members: None

Present: Staff: Corey Lakin, Recreation & Community Svcs. Dir.
Ron Noda, Recreation Manager
Emeline Noda, Recreation Manager
Tony Brandyberry, Pub. Svcs. Superintendent
Darlene Pawling, Department Secretary

3. PLEDGE OF ALLEGIANCE

Chair Manning led the Pledge of Allegiance.

4. ORAL COMMUNICATIONS

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

5. MINUTES

Motion/Second: Decker/Carvajal

Unanimously Carried: The Parks, Recreation, and Cultural Arts Commission approved the minutes of the regular meeting of January 7, 2015.

6. STAFF REPORTS

A. Water Conservation

Tony Brandyberry, Public Services Superintendent, provided the Parks, Recreation & Cultural Arts Commission (PR&CA) with current information about the State of California drought and steps that the City of Los Alamitos is taking to conserve water while planning for the future. In Los Alamitos, Golden State Water is enforcing the Governor's water conservation efforts and the Public Works Department has previously self-enforced the Governor's regulations. Public Works continues to work

closely with Golden State Water Company to maintain conservation. Staff will continue to keep the Parks, Recreation and Cultural Arts Commission up to date should further water rationing need to take place.

Chair Manning would like to continue to be proactive, within the PR&CA jurisdiction, and discuss, on a future Agenda, ways to conserve water in the next 1-2 years and in the future years. Chair Manning would also like to discuss a contingency plan to prioritize water conservation within the PR&CA jurisdiction. Chair Manning would like to know at what point Golden State Water Company will implement further water restrictions and what kind of advance notice would be given.

B. Facility Usage

Staff provided the Parks, Recreation & Cultural Arts Commission with information about several facilities that are available for use and rent to the public, including the USA Water Polo National Training Center, Community Center, Tennis Courts at Laurel Park, Oak Gymnasium, McAuliffe and Oak Fields, Laurel, Orville Lewis and Little Cottonwood Parks and Picnic Shelters.

7. ITEMS FROM THE RECREATION & COMMUNITY SERVICES DEPARTMENT

Staff informed the Commission that Oak field lights have been repaired and are now working. Also, McAuliffe and Laurel Field will be opening on February 16th.

Staff informed the Commission that there is a maintenance contract in place for the mowing, edging, and blowing of all medians and grass facilities except McAuliffe field.

8. COMMISSIONER REPORTS

Commissioner Bell expressed his appreciation for the improvement in the visual arts portion of the City website.

Commissioner Jempsa spoke briefly about a class for seniors regarding avoiding falls that she attended in 2009 and suggested this would be good class for the City to offer. Staff will share this with the current Balance and Fitness instructor for seniors for something possible in the future.

Commissioner Decker is excited to be a Race on the Base volunteer this year.

Commissioner Wilson will be running the Race on the Base 5K event. He attended the State of the City and was glad to hear the positive acknowledgement of the Winter Wonderland event.

Commissioner Wilson inquired about the number of Recreation classes that are cancelled. Staff informed it varies each session and could supply a report for more accurate statistics.

Commissioner Wilson also inquired about the swings at Soroptimist Park being dug out and if any City parks have infant child swings. Staff informed that Public Works does rake all

City parks regularly and that Little Cottonwood Park and possibly Labourdette Park do have infant child swings.

Commissioner Jorge and his family will be participating in the Race on the Base 5K Walk. He would like staff to provide information, on a future Agenda, regarding the re-negotiations of the JFTB pool with the Base.

Chair Manning is pleased with the response from the other Commissions regarding the Race on the Base Challenge and he informed that he will be participating in the 5K Run.

Chair Manning requested to bring back the PR&CA portion of the General Plan once it is finalized.

9. ADJOURNMENT

The Parks, Recreation, and Cultural Arts Commission adjourned at 8:49 p.m.

Samuel Manning, Chair

Attest:

Corey Lakin, Director
Recreation & Community Services Department

City of Los Alamitos Recreation & Community Services

Staff Report

6A.

Date: March 4, 2015

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

Via: Corey Lakin, Director of Recreation & Community Services

From: Ron Noda, Recreation Manager

Subject: Los Alamitos Volunteer Program (L.A.V.P.)

Summary: This report provides the Parks, Recreation & Cultural Arts Commission an update regarding the Los Alamitos Volunteer Program (L.A.V.P.)

Recommendation: Commission receive and file.

Background:

Since its inception in 2009, the Los Alamitos Recreation and Community Services Department invites youth ages 11 to 17 to join the Los Alamitos Volunteer Program (L.A.V.P.). Youth who join L.A.V.P. have an opportunity to make a positive impact in the City of Los Alamitos and the surrounding communities. Participants learn necessary job and life skills that help them in the future.

Discussion:

L.A.V.P. is designed as a program for middle and high school students to give back to their community, while assisting them in completing their community service requirements necessary for high school graduation. They have the opportunity to get involved in Los Alamitos as well as the surrounding community through the program's hands on community service projects offered year-round. These students gain experiences in the varied field of recreation, while supporting other non-profit organizations as well as the City of Los Alamitos.

L.A.V.P. participants also play a key role in enhancing the City's programs and community-wide special events. Volunteers support recreation staff in the delivery of

special events, day camps, park programs, pre-school, sport programs, and at Los Alamitos facilities such as the Community Center and pool.

Volunteers learn teamwork, develop leadership skills, develop social skills, participate in job training workshops, and become CPR/ First Aid certified. These skills help each volunteer develop his/her portfolio of professional skills and gain valuable training for college and his/her career.

The cost to participate in the program is \$35 per year and includes a volunteer shirt, sweatshirt, and bag. Based on availability of volunteer shifts, the volunteer will be placed in one of the following programs and/or event(s):

Special Events: Holiday Bazaar, Race on the Base, Music and Movies in the Park, 4th of July Fireworks Spectacular

Pre-School Program: Assist staff with classroom duties

Youth Sports: Scorekeeping, assisting staff with field preparation, a variety of youth sports activities

Community Center: Assist with front desk including clerical tasks such as filing and assisting staff with set-up and breakdown of classes

Summer/Winter/Spring Day Camp: Assist staff with leading campers in games, art and crafts, tournaments, special events and excursions for an additional cost

Summer Park Program: Assist staff with games, arts and crafts, tournaments, special events

Community Service Projects: Once a month, L.A.V.P. members will venture outside the Recreation and Community Services Department to assist with various projects that will benefit the community

Aquatics: Assist staff with Learn-to-Swim lessons

Over the last six years, the program has undergone revisions to make volunteering and learning year-round. Workshops are held four times a year and include a job interview workshop that provides tips for an interview such as how to dress and how to express oneself and a career workshop where various professionals are invited to sit on a discussion panel to talk about their line of work.

Community Services Projects have been introduced to the program to keep the participants active. Held once a month (sometimes more), community service projects assist the Recreation and Community Services Department as well as other organizations in and around Los Alamitos. Volunteers are always supervised by City staff members and are never left alone with program participants. Past community services projects include:

- Seal Beach's Beach Cleanup
- Los Alamitos/Rossmoor Library
- Youth Center – Haunted House
- Can Food Drive
- Toy Drive
- Paper Recycling Project
- St. Isidore Historical Plaza
- Seal Beach Run
- Cypress Run
- Cypress Boys & Girls Club
- Spring Cleaning at the Community Center
- Planting of Trees at Little Cottonwood Park

The Los Alamitos Volunteer Program requires participants to be active on a year-round basis. At a minimum during the year, all participants must:

- Attend one special event shift for the City of Los Alamitos Recreation and Community Services Department
- Attend one L.A.V.P. workshop
- Attend two community services projects per calendar year
- Volunteer at Los Alamitos Race on the Base

Staff is seeking assistance from the Recreation and Cultural Arts Commissioners in seeking community service projects and topics for workshops. Please contact staff with ideas, suggestions, and/or contact information.

Youth of today are very social and enjoy interacting and learning about other youths in the community. Members of the program come from different schools across the Los Alamitos Unified School District and span ages 11-17 years old. Staff is trying to create a social part of the program by implementing four social events throughout the year. Hosting a social event is also providing select members of the L.A.V.P. program leadership skills and a more hands-on approach of planning and implementing an event. Volunteers meet on a monthly basis to brainstorm event ideas, plan and then implement the event.

Approximately 200 young adults have volunteered approximately 10,000 hours over the past six years. The program continues to receive more and more dedicated youth who enjoy giving back to their community. When the program began in 2009, there were approximately 25 volunteers who volunteered over the summer break. Now, approximately 65 L.A.V.P. volunteers participate year-round and find that their experience in the program is both rewarding and beneficial personally, professionally, and to the community.

In addition to providing valuable community service, one of the goals for the Los Alamitos Volunteer Program is to train these youth to learn a variety of skills to become a great candidate for an entry level Recreation Leader position for the Los Alamitos

Recreation and Community Services Department. The Department has hired four former L.A.V.P. members as Recreation Leaders. Volunteers who are over the age of 16 are guaranteed an interview for a Recreation Leader position as they become available. Although, it is not guaranteed that all volunteers who interview will obtain a paid position, L.A.V.P. volunteers will have the knowledge and tools to stand out with the experience they gain through this volunteer program.

Fiscal Impact:

Funding for this program is offset by participant fees of \$35 per year with both the revenues and expenditures funded through the Recreation and Community Services Department's General Fund budget.

City of Los Alamitos

Recreation & Community Services

Staff Report

6B.

Date: March 4, 2015

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

Via: Corey Lakin, Director of Recreation & Community Services

From: Ron Noda, Recreation Manager

Subject: Los Alamitos Spring Carnival featuring the Egg Hunt

Summary: This report provides the Parks, Recreation & Cultural Arts Commission an update regarding the Spring Carnival.

Recommendation: Commission receive and file.

Background:

The Los Alamitos Recreation and Community Services Department will be hosting its annual Spring Carnival at Little Cottonwood Park on Saturday, April 4, 2015 from 9:00-11:00 am. The carnival will feature the popular egg hunt, arts and crafts, a photo area with Peter Rabbit, carnival game booths, bounce houses, and activities for the entire family. A craft boutique and a drawing contest will also be a highlight to the event for the second consecutive year.

Discussion:

A projected 1,700 people are expected to come out to Little Cottonwood Park to enjoy the annual Spring Carnival. The Spring Carnival will have three egg hunt areas that will be divided according to age, carnival game booths, arts and crafts, activities, and a photo area with Peter Rabbit.

The egg hunt areas will be split up into three areas according to age:

- 1) Ages 1 to 3
- 2) Ages 4 to 7
- 3) Ages 8 to 14

In each area, a Golden Egg will be hidden and a special prize will be given to the individuals who find it. Past prizes have been a bicycle or tickets to Universal Studios.

Once again, craft boutique vendors will be allowed to sell their wares. In the past, the Los Alamitos Senior Club hosted the annual Holiday Bazaar in November, but cancelled the event two years ago due to low participation. The craft boutique at Spring Carnival will provide the community a small craft fair with a built-in audience present at the spring time event.

Children in grades K – 5th grade are again invited to participate in the “Coloring & Drawing Contest.” The contest will be split into two divisions: one division will be kindergarten through 2nd grade and the second division will be from 3rd grade to 5th grade. The K – 2nd grade division will color the cover of the spring 2015 Los Alamitos Recreation & Community Services Activities Guide. The 3rd – 5th grade division will submit a drawing that reflects the theme “Springtime in Los Alamitos.” The Recreation and Cultural Arts Commissioners has been requested to judge the entries at the April Commission Meeting and choose the top three entries for each division. The top entries along with “honorable mentions” will be displayed the day of the Spring Carnival.

The Recreation and Cultural Arts Commissioners are invited and encouraged to participate in this year’s event. Commissioners’ tasks will include being the emcee for the event and awarding the prizes to the winners. Below is the schedule that Commissioners are being requested for:

- 8:45 – 10:15 am
 - Emcee – welcome community members to the event
 - Start the three Egg Hunt areas
 - Hand out awards to the finders of the Golden Egg

Recreation and Cultural Arts Commissioners who are interested in attending this year’s Spring Carnival, please contact staff at the Recreation and Community Services Department.

Fiscal Impact:

Funding for the event will be provided by the Recreation and Community Services Department budget. The Spring Carnival will also gain revenue funds from possible food trucks and vendors. To date, AYSO Region 159 has contributed \$2,000, the Los Alamitos Senior Club has contributed \$250, and the New York Travel Club has contributed \$250 for a total of \$2,500 to offset expenses for the event.

City of Los Alamitos Recreation & Community Services

Staff Report

6C.

Date: March 4, 2015

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

From: Corey Lakin, Director, Recreation & Community Services

Subject: California Park & Recreation Society District 10 Volunteer Merit Award Nominee(s)

Summary: This report provides the Parks, Recreation and Cultural Arts Commission the opportunity to consider nominees for the 2015 CPRS District 10 Volunteer Merit Award.

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

Background:

The California Parks and Recreation Society District 10 is scheduled to host their awards and installation banquet on Thursday, April 16, 2016 in Mission Viejo. 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 recently opened to all agency members of District 10. Last year Sunburst Youth Academy and Tom Stretz were honored by the City of Los Alamitos, Parks, Recreation & Cultural Arts Commission and CPRS District 10.

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 made at the conclusion of the discussion due to the upcoming nomination deadline.

The Parks, Recreation and Cultural Arts Commission is invited to attend the District 10 banquet which will be held starting at 5:30 p.m. on Thursday, April 16, 2015, at the Norman P. Murray Community and Senior Center in Mission Viejo. The City Council will be invited to attend along with the City Manager as well as Recreation and Community Services staff.

Fiscal Impact:

The Recreation and Community Services Department will support the cost of the banquet for all Parks, Recreation and Cultural Arts Commissioners who wish to attend.

Attachments: 1. *Previous CPRS District 10 Volunteer Merit Awardees*

**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 Karemlich, Banners of Honor Maria Teresa Diaz, St. Isidore Historical Plaza
2013	Tom Rothwell Southland Credit Union
2014	Tom Stretz Sunburst Youth Academy