

CITY OF LOS ALAMITOS

3191 Katella Ave.
Los Alamitos, CA 90720

AGENDA PARKS, RECREATION, AND CULTURAL ARTS COMMISSION REGULAR MEETING Wednesday, February 3, 2016 – 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 Jempsa
Commissioner Jorge
Chair Wilson
Vice Chair Decker

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 (PR&CA). Please state if you wish to speak on an item on the Agenda. Remarks are to be limited to not more than five minutes.

5. MINUTES

Approval of the minutes for the regular meeting of December 2, 2015.

6. STAFF REPORTS

A. Pool Update

The Mayor, Mayor Pro Tem, City Manager and Recreation & Community Services Director met with Brigadier General Reddicks and his team in mid-January to receive an update on the plan for the pool located at the Joint Forces Training Base. Staff has met with BG Reddick's staff twice since and is beginning to transition the pool maintenance and operations back to the Joint Forces Training Base and Morale, Welfare and Recreation per their desire to take back control of the pool.

Recommendation: Commission receive and file.

B. Southland Credit Union 35th Annual Los Alamitos Race on the Base

This report provides the Parks, Recreation & Cultural Arts Commission with pertinent information regarding the 2016 Race on the Base.

Recommendation: Commission receive and file.

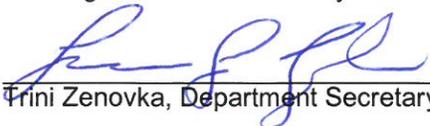
7. ITEMS FROM THE RECREATION & COMMUNITY SERVICES DEPARTMENT

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

I hereby certify, under penalty of perjury under the laws of the State of California that the foregoing Agenda was posted at the Community Center, Museum and City Hall not less than 72 hours prior to the meeting. Dated this 28th day of January 2016.


Trini Zenovka, Department Secretary

City of Los Alamitos

Agenda Report Staff Report

February 3, 2016
Item No: 6A

To: Josh Wilson, Chairperson & Members of the Parks, Recreation and Cultural Arts Commission

From: Corey Lakin, Recreation & Community Services Director

Subject: Pool Update

Summary: The Mayor, Mayor Pro Tem, City Manager and Recreation & Community Services Director met with Brigadier General Reddicks and his team in mid-January to receive an update on the plan for the pool located at the Joint Forces Training Base. Staff has met with BG Reddick's staff twice since and is beginning to transition the pool maintenance and operations back to the Joint Forces Training Base and Morale, Welfare and Recreation per their desire to take back control of the pool.

Recommendations: Receive, discuss and file.

Background

In early 1996 a Sublicense Agreement between the Military Department of the State of California and the United States Water Polo Federation (USAWP) was provided for a twenty (20) year term, after USAWP determine the JFTB pool would be a good location for training, after having been unused since 1991. In February 1998, the Mayor met with representatives from USAWP, the California National Guard, the County of Orange, the City of Cypress, Los Alamitos Unified School District, Shore Aquatics, and the private spa and pool industry to gauge support for restoring the 50 meter pool to full operational use. In October 1998, the City signed a "Modification to Sublicense" with three parties on the modification: the JFTB, USA Water Polo Federation and the City of Los Alamitos. The agreement placed responsibility on the City to assume all rights and responsibilities for the renovation, maintenance and operation of the pool for the benefit of current and potential users. The City assumed these and over the next 18 years, spent millions of dollars in upgrades, renovations, daily maintenance and operations of the pool to get it to being one of the busiest pools in Southern California with nearly 250,000 people visiting the pool annually.

Discussion

Several meetings between the Joint Forces Training Base (JFTB) staff and City staff and elected officials took place over the past year and a half. There were various options presented to the City for operations and maintenance of the pool including a very expensive license agreement or the JFTB MWR reassuming control of the pool starting September 1, 2016. In mid-January, Mayor Murphy, Mayor Pro Tem Hasselbrink, City Manager Plumlee, and Recreation & Community Services Director Lakin met with Brigadier General Reddicks and seven of his staff to receive a briefing on the transition of the pool back to the JFTB Morale, Welfare and Recreation (MWR). Per that discussion, JFTB MWR will be assuming maintenance and operations of the pool as of March 1, 2016. The JFTB Department of Public Works will be taking over repairs and maintenance and MWR will take over operations. MWR plans to hire two or three full time employees to manage and operate the pool. Their plan is to have a "transition" time between March 1, 2016 – August 31, 2016 that will allow the City to continue to act as the scheduler for the pool during that time at \$150/hour. Additionally, the City will need to provide lifeguards in accordance with the military regulations for all pool users at the City's expense. Mayor Pro Tem Hasselbrink asked that rather than \$150/hour, that the cost be the same as what the City is currently charging the users (\$16.48-\$62.40 depending on the group). BG Reddicks said he would get back to staff next week if there is any wiggle room. (This follow-up meeting is scheduled for Monday, February 1, 2016.) After the "transition" period (starting September 1, 2016), the full costs (including lifeguards) will be imposed on all users of the pool, likely increasing the costs for use of the pool.

City Staff met twice more with staff of the JFTB and MWR regarding various items including: staffing, user groups, contracts, equipment, programs, etc. A walkthrough of the facility took place including determining who owns what property and what property is permanently installed, becoming property of the JFTB. In the meantime, staff has been working toward determining the financial implications of continuing City-operated programs such as swimming lessons, lap swimming, water aerobics, Masters swimming, etc. Currently, the pool is revenue-direct expenditure offset (not including the Director's time nor other overhead), but with an hourly rate of \$150 to rent the pool, the costs will significantly exceed the revenues, therefore, requiring the City to offset the additional expenditures. Additionally, the City Council will need to determine how to handle the other pool users. The City can decide to subsidize the non-profit organizations who rent the pool currently from the City (i.e. International Water Polo Club rents the pool for \$62.40/hour if the new pool rent is \$150/hour, the City would offset the difference) or the City can charge the full \$150/hour or the City can tell all the groups to contract directly with MWR, leaving the City to only handle pool usage for City-operated programs. Likely, more information will come from the February 1, meeting, allowing staff to present the City Council with alternatives to determine the future of the City's aquatics program.

Staff has spoken with nearly all of the current User Groups individually who utilize the JFTB for their training, matches and meets to discuss the implications on each

organization. Most organizations have expressed their concern about the significant increase in pool rent, likely prohibiting them from continuing to use the pool at the JFTB in the near future. Some indicated they would try to stay until they could find an alternative locations, as long as they had funding available in their reserves. Rumors have already begun to impact participation in City and User Group programs, causing participants to begin looking for alternative clubs and locations for swimming lessons.

Fiscal Impact

The Recreation and Community Services Department Fiscal Year 15-16 Aquatics Division expenditure budget is estimated at \$356,000 and revenue budget is projected at \$354,000. The payments to the Joint Forces Training Base (utilities) for the pool account for 39.7% of the expenditure budget or \$134,000.

Under the initial terms presented by the JFTB Staff, if the City were to continue "renting" the pool for City-operated programs and User Group-operated programs, the average 311 hours per month would cost the City \$46,650 per month for all users to continue operations "as is" through August 31, 2016.

In February, Staff will present the City Council with various options for the City's Aquatics program to determine the best alternative(s).

Submitted & Approved By:



Corey Lakin
Recreation & Community Services Director

City of Los Alamitos Recreation & Community Services

**Agenda Report
Staff Report**

**February 3, 2016
Item No: 6B**

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

Via: Corey Lakin, Director of Recreation & Community Services

From: Emeline Noda, Recreation Manager

Subject: Southland Credit Union 35th Annual Los Alamitos Race on the Base

Summary: This report provides the Parks, Recreation & Cultural Arts Commission with pertinent information regarding the 2016 Race on the Base.

Recommendation: Commission receive and file.

Background:

Over the past six years, the Race on the Base has grown to be the City's largest special event. Held annually on the fourth weekend of February, the event draws thousands of people to Los Alamitos and the Joint Forces Training Base. The race has now become a year-round planning effort involving the dedication of Recreation and Community Services full-time staff to prepare for the event. The goals for the event are:

- To create a positive image of the City of Los Alamitos and the Joint Forces Training Base
- To create a memorable community event for all participants, sponsors, vendors, volunteers, and spectators
- To create a sustainable event and program for the City and the Department

Discussion:

Registration Update

Name of Race	# of Entries as of 1/28/13	# of Entries as of 1/27/14	# of Entries as of 1/26/15	# of Entries as of 1/25/16
5K Run	362	568	515	464
10K Run	363	517	501	394
5K Walk	210	236	250	188
Glow in the Dark 1K Kids Run	50	79	65	108
10K Wheelchair	0	0	1	1
10K In-Line Skate	44	28	0	0
Reverse Triathlon	794	821	803	674
Jr. Reverse Triathlon	102	95	98	100
Total	1925	2344	2233	1929

Registration is currently down quite a bit from last year and falling similarly in line with 2013 numbers. Staff inquired with several other local races and many are experiencing lower registrations as well in the last few years likely due to many more new competing events, specialized in a variety of themes from color runs to adventure races that make it difficult for runners to decide which event to commit to. Another major factor that participants are considering this year is the possibility of inclement weather with “El Nino” weather predictions this season. Last year’s overall registration number was the highest in the event’s history at 4,444 participants. Staff is anticipating 2013 final numbers at 4,151 due to competing events and anticipated inclement weather.

Charity Campaign

This year’s campaign includes Community Charity Partners and Official Charity Partners. These two tiers will allow non-profit organizations to fundraise for their cause while participating in the event. An application process is involved with specific requirements for each category. This involvement serves to increase community participation, awareness of the event, and add military enhancements by working with military non-profit organizations.

This year the Race on the Base already has two Official Charities as seen below. The Race on the Base Crowdrise page allows individuals to donate to a cause or join one of the official charity teams: <https://www.crowdrise.com/RaceontheBase2016> Honoring our Fallen has raised approximately \$7,400 to date and Rock for Vets has raised \$1,368 to date.

Official Charity Partners:

Honoring Our Fallen – Honoring Our Fallen is an organization dedicated to serving our nation's fallen and the families these heroes have left behind by providing comprehensive support. This organization offers family support upon death of a military or first responder hero and lifetime family support through programs and services that support families during the cycles of grief and remembrance of sacrifice.

Rock For Vets – Rock For Vets is a music rehabilitation program within the Veterans Administration (VA) Health Care System, offering music therapy/instruction classes to Veterans of all ages and genders, whether they can already play an instrument, sing or if they just have the desire to learn. Rock For Vets offers Veterans returning from Iraq and Afghanistan, OIF to OEF to Vietnam Veterans and beyond suffering from post traumatic stress disorder (PTSD) and other illnesses a chance to build their social skills in a supportive and educational environment.

Strategies to Increase Participation

Staff promoted the 35th Anniversary with a contest to kick off registration. A Facebook and Twitter post on the Race on the Base pages and via email blast to the ROTB database was announced for a drawing of 35 lucky randomly selected winners to win a Race on the Base Goody Bag of ROTB giveaways. Those registered within the first week of registration were eligible. Over 100 people were registered and eligible for the contest compared to 20 people registered at the same week the previous year.

Also new this year to boost involvement, staff is introducing two ways charities can fundraise on behalf of their charities at Race on the Base:

Charity Participation Challenge:

- Recruitment of as many participants representing their charity to participate in one of the Race on the Base events (no minimum required, must specify which charity to benefit in registration process)
- Crowdrise fundraising page Race on the Base will provide for every registered event participant, Race on the Base will donate \$5 back to the charity

Charity Cheer Station Challenge:

- Charity will provide: At least 20 participants for a “Themed Cheer Station” on the Course
- Recruitment of as many participants representing their charity to participate in one of the Race on the Base events (no minimum required, must specify which charity to benefit in registration process)
- Crowdrise fundraising page Race on the Base will provide for every registered event participant, Race on the Base will donate \$5 back to the charity

How to Win or Fundraise more for your Charity:

- \$1,000 Extra for Highest Number of Participants representing a charity for Race on the Base
- \$1,000 Extra for Highest Number of Cheer Participant Volunteers per charity
- \$500 Extra for charity with the best themed Cheer Station by vote from ROTB participants via social media.

This challenge was created to add to the course excitement and to encourage participants during their race through creative themed cheer stations in addition to fundraising for local charities.

Staff sends out email blasts reminders of registration deadlines and promote various aspects of the race and Southland Credit Union free race entries on a consistent basis through our own 20,000+ race database, RUN Racing’s 100,000+ database, Gemini Timing database of 25,000+, and new this year through Raceplace with 50,000+ email database and a popular website and race magazine that thousands of runners look to plan their race calendars. Race on the Base full page ad will be featured on the inside cover of their January/February 2016 issue which is a distribution of 33,000 magazines distributed all over Southern California where runners frequent.

Staff is attending ten different racing events throughout the region leading up to Race on the Base to promote with the travelling Race on the Base Booth and branded ROTB promo items with an invitation to Southland Credit Union staff to attend as well.

Race on the Base posters will be printed and 50,000 brochures distributed around Los Alamitos and surrounding cities.

Staff continues to make contact with large businesses to encourage them to sign up employees as part of a healthy initiative and receive a group discount of \$5.00 off per entry. Local business Arrowhead Products participates on an annual basis with approximately 60 employees sponsored by the company.

Staff has requested JFTB tenant groups to run as a squad (which is competitive) and for more military static displays to line the course. Both assist in adding a “military feel” to the event, which many participants have requested in last year’s post-event survey.

Race on the Base’s Facebook Community page and Twitter page are both growing in popularity with over 7,911 “likes” on Facebook and 390 followers on Twitter. Periodic drawings for free race entries act as an incentive to “like” a post or follow the Race on the Base and the response has been well received as a result of the drawings.

Staff constantly evaluates marketing efforts and evaluates the return on investment when committing marketing dollars towards any publication/website calendar and is always brainstorming on ways to keep Race on the Base fresh and up to date in current trends by introducing new events like the Glow in the Dark 1K Kids Run. Depending on the success of this year’s Kids Run, staff will determine whether or not to expand the Glow Run to include families and all ages at a longer distance next year.

Sponsors

Sponsors play a significant role in the Race on the Base, not only financially, but by helping to spread the word about the event to the patrons who frequent their businesses. Staff has been working to obtain new sponsors for Race on the Base. To date, \$80,000 in cash and \$56,900 of in-kind dollars have been donated by:

Southland Credit Union
Los Alamitos Medical Center
Republic Services
OptumCare
Sir Speedy
CARE Ambulance
Ganahl Lumber
Pacific Coachways
Cottonwood Church
UPS
Kelly Paper
Trend Offset Printing
OCNN Inc.
Rotary Club of Los Alamitos/Seal Beach
Orange County Breeze
100.3 The Sound FM
Feds Get Fit
Penhall Rentals
TriZone
Trident University International

Contact with potential sponsors began in August with returning sponsors and companies or organizations that staff made contact with over the past year. Staff looks

for sponsors who will enhance the racing experience for the participants, as well as businesses from other races or events that would have a stake in the targeted market the Race on the Base provides.

The strategy when working with sponsors is to not only individualize their sponsorship package, but to focus on the return on investment for each of them, since each company or organization has a different purpose for being a part of the Race on the Base. For example, Southland Credit Union wants to be a part of the Race on the Base in order to:

- Recruit new members
- Get involved in the community
- Expand the Southland name beyond the Los Alamitos border

Southland will measure their success (return on investment) by tracking the number of new members and by seeing their name and logo on all the marketing pieces produced and publicized. This year we are promoting their credit card option to obtain a free triathlon race entry. We have also researched various races staff can attend near local Southland branches to assist in branding Southland Credit Union and inviting their staff to attend the events with us with the travelling Race on the Base Promo Booth. We strive to learn every sponsor's goals and consciously work hard to surpass them on every level. The sponsors invest in us and in our event and we invest our time and efforts into exceeding their expectations.

In-kind sponsorship is also very valuable because this can enhance the experience for the participants and/or save money for the City. This year for post race food, staff will be looking for items to put into a post race goody bag for all participants to be distributed at the finish line and avoid long lines after their event.

Registration & Expo

There will be a large Registration and Vendor Expo Tent, adjacent to the Start and Finish again this year. Hundreds of local companies and organizations have been contacted to join the sponsors in the Vendor Expo. There is space for approximately 70-80 vendors depending on their footprint, which for several years in a row, has sold out. The expo is going to include:

- Giveaways
- Sampling booths
- Sponsor booths
- Race shirt distribution (New long-sleeved sublimated race shirts)
- Stage with entertainment and awards

The tent provides protection from the elements in rain or shine and an opportunity to corral the participants and spectators, funneling them through the expo to provide them

with numerous opportunities to interact with the vendors. This tent is the focal point for the event offering a centralized area for participants, spectators, and volunteers.

Continued from last year is an expansion of the health and wellness component of the event with the expansion of the Los Alamitos Medical Center Health and Wellness Expo. This expansion of the vendor expo will provide the participants an opportunity to meet local medical, wellness and health-related businesses and organizations who want to be a part of the event, with a smaller footprint. Companies can utilize a 6-foot table or just provide us with literature about their company to have a presence at the Expo.

Parking

Parking will be handled by City staff, volunteers from the Civil Air Patrol and contracted parking personnel from 24/7 Event Services in order to maximize efficiency. The majority of parking for vendors, volunteers, participants, and spectators will be on the tarmac again this year. Placing the Expo Tent off of the airfield also enables more cars to park on the tarmac, hopefully accommodating all participants' and spectators' vehicles. Traffic into the base will be through both the Lexington gate and exiting will take place through the Orangewood gate.

Event Schedule

Friday, February 26, 2016	
1:30 pm	Health & Fitness Expo / Packet Pick Up Opens
5:30 pm	Live Band Begins
6:30 pm	NEW! Glow in the Dark 1K Kids Run (ages 14 and under)
7:30 pm	Health & Fitness Expo / Packet Pick Up Closes
Saturday, February, 27, 2016	
6:50 am	Opening Ceremonies: National Anthem and Color Guard (for 5K/10K)
6:55 am	10K Handcycle/Wheelchair Start (max 1 hr 30 min)
7:00 am	10K Run Start (max 1 hr 30 min)
7:00 am	Jr. Reverse Triathlon Start (Ages 7 to 8) (Mandatory meeting 15 min. prior to Start)
7:10 am	5K Run Start (max 1 hr 30 min)
7:15 am	5K Walk Start (max 1 hr 30 min)
7:30 am	Jr. Reverse Triathlon Start (Ages 9 to 12) (Mandatory meeting 15 min. prior to Start)
8:15 am	Wave 1 Reverse Triathlon Mandatory Meeting

8:45 am	Wave 1 Reverse Triathlon Start (Finishers with max time of 1 hr 30 min and Relay Teams)
9:45 am	Wave 2 Reverse Triathlon Mandatory Meeting
10:15 am	Wave 2 Reverse Triathlon Start (Finish times over 1 hour 30 min+, Athena, Clydesdale, Challenged Athletes, and Beginner Triathletes)

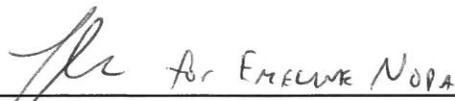
Park, Recreation and Cultural Arts Commission Race on the Base Challenge:

The Parks, Recreation and Cultural Arts Commission challenged the City Council and the other City Commissions to the Race on the Base Challenge. The friendly competition and Participation Award Recognition takes place among the City Council and each of the Commissions in two categories: 1) largest number of representatives and 2) the highest percentage of representatives per group. This provides for an opportunity to discuss the criteria and methods to spread the word about the challenge to the other Commissions and the City Council. Last year, the Parks, Recreation and Cultural Arts Commission placed first in both categories.

Fiscal Impact:

Expenditures allocated for the Race on the Base are funded through the City's General Fund. Revenue from the Race on the Base is derived from participant registration, sponsor participation, and the Vendor Expo booth rentals. The Race on the Base produces more revenues than direct expenditures; however, the only question this time of year is how much. There are several elements to the event this year which add to the expenditure side of the ledger including: the race management company, the large tent in which to house the registration, higher quality shirts and medals, and the parking company. More revenue than direct expenditures is expected, but is difficult to determine this early in the planning stages as sponsors and vendors are currently still being sought and registration is currently taking place.

Submitted By:



 Emeline Noda
 Recreation Manager

Approved By:



 Corey Lakin
 Recreation & Community Services Director

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

REGULAR MEETING – WEDNESDAY, January 6, 2016

1. CALL TO ORDER

The Parks, Recreation and Cultural Arts Commission met in a Regular Session at 7:04 p.m., Wednesday, January 6, 2016, in the Council Chambers, 3191 Katella Ave., Chair Jorge presiding.

2. ROLL CALL

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

Absent: Commission Members: Carvajal

Present: Staff: Corey Lakin, Recreation & Community Svcs. Dir.
Emeline Noda, Recreation Manager
Ron Noda, Recreation Manager
Rick Moore, Police Captain
Tony Brandyberry, Superintendent Public Works
Trini Zenovka, Department Secretary

3. PLEDGE OF ALLEGIANCE

Chair Jorge led the Pledge of Allegiance.

4. ORAL COMMUNICATIONS

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

5. PR&CA COMMISSION REORGANIZATION

- A. Nominated New Chairperson - Josh Wilson
- B. Nominated New Vice-Chairperson - Julie Decker

6. MINUTES

Motion/Second: Jorge /Decker

Unanimously Carried: The Parks, Recreation, and Cultural Arts Commission approved the minutes of the regular meeting of January 6, 2016, with revision "Aladdin".

7. STAFF REPORTS

A. How to Respond to an Active Shooter

Recreation and Community Service Department staff worked with Los Alamitos Police Department on how to respond to an active shooter. A short video depiction of an active shooter situation was shown with Police Captain Rick Moore providing recommendations on how to respond.

The Parks, Recreation and Community Services Department will continue to work with Los Alamitos Police Department to educate and provide training to staff and instructors on how to respond to an active shooter.

Corey Lakin, Director of Recreation and Community Services requested Parks Recreation and Cultural Arts Commission to move item D to be next in order.

PR&CA Commission agreed to move item D.

D. Quarterly Park Maintenance Update

Public Services Superintendent Tony Brandyberry provided a quarterly update on all maintenance activities under the purview of the Parks, Recreation and Cultural Arts Commission for 2016. The intent of the update is to inform the Commission on previous maintenance, repairs, future repairs, and any changes in regulations pertaining to parks, sports fields, or playgrounds. Commissioners have the opportunity to provide feedback to Staff on current or future maintenance concerns they may have. Drought related updates will be contained in a standalone report.

Chair Wilson requested for an update on the replacement equipment for Stansbury Park.

Corey Lakin, Director of Recreation and Community Services Department and Tony Brandyberry, Superintendent of Public Service Department are currently seeking grants to replace playground equipment at Los Alamitos parks and hope to have an update in the near future.

Vice-Chair Decker requested to be part in selecting water resistant/drought plants.

Chair Wilson requested an update on Banners of Honor.

Corey Lakin, Director of Recreation and Community Services Department is waiting to receive Banners of Honor professional services agreement and will provide an update in the near future.

B. Community Center and Picnic Shelter Policy and Rentals

Recreation and Community Services Department staff requested PR&CA commissioners to review the current policy and discuss recommended amendments to the document as it is outdated with the last revision completed in July 2008. The recommendation will include splitting the Community Facility and Shelter Use Policy in to two separate documents. With a City-wide fee study presently under review, now is an appropriate time to update the current policy, implement new policies and recommend a possible fee increase to the City Council. In an effort to make the reservation process more efficient for both patrons and staff, staff presented preliminary recommendations which will be included in a more detailed future report for the Commission.

Chair Wilson wanted to include to the fee Schedule, Attachment A, to Civic Category add a state/government sponsored entities that are for the public benefit as being a

free service. Would like to also recommend a Resident Category for both polices to allow Los Alamitos residents a lower rate.

C. 2015 Winter Wonderland at the Plaza Review

The 4th Annual Winter Wonderland at the Plaza presented by Arrowhead Products was collaboratively developed by members of the Los Alamitos Area Chamber of Commerce Young Professionals and the City of Los Alamitos. The event is took place on Saturday, December 5, 2015 at St. Isidore Historical Plaza along Reagan Street between Florista Street and Katella Avenue.

Event attendees enjoyed a bigger and better event this year with a main stage full of several performances. A new feature this year was a Contract Class demonstration area, with six contract class instructors highlighting the classes and camps they offer through the Recreation and Community Services Department.

Arrowhead Products' generous contribution allowed the event to remain revenue-direct expenditure-neutral for the City and the Chamber. The City and the Chamber thank all of our sponsors and vendors for another wonderful holiday event.

8. ITEMS FROM THE RECREATION & COMMUNITY SERVICES DEPARTMENT

Staff provided PR&CA Commission spring brochure art work for Weekend of the Art, tentatively scheduled for April 29 - May 1, 2016. This item is schedule to go to City Council on January 19, 2016 for financial support.

Commissioner Jorge offered to provide URL for a stationary page for Weekend of the Art.

We have a Facbook and Twitter Contest for Race On the Base, you must visit our webpage share and like the post. Please share this with your friends and network to win a free entry.

We would like to continue the ROTB Commissioners Challenge City Council Members and other Commission that would require a PR&CA Commissioner to challenge on behalf of the Parks, Recreation and Cultural Arts Commission to volunteer or participate in our event.

Chair Wilson accepted the challenge will also bring it up at January 19, 2016, City Council Meeting and requested a list of other commission dates and emails for the Personnel Appeals and Cable Commissions.

We are going out to other Races to promote our Race On the Base event and need your assistance in promoting this event.

McKenzie Ricks last day will be January 15, 2016, she has been with the City of Los Alamitos Recreation and Community Services Department for the past 12 years. We are really sad to see her go and wish her the best.

We are currently hiring for Recreation Leaders and Swim Instructors, if you know of anyone who is interested please have them apply online.

9. COMMISSIONER REPORTS

Commissioner Jempsa would like to share some award ideas for the Weekend of the Arts participants.

Commissioner Jorge inquired about vacant commissioner position and wanted to know when it will be reopening as he has two individuals who may be interested.

Corey Lakin, Director of Recreation and Community Services Department will follow-up with the City Clerk as to when this position will reopen.

Commissioner Bell expressed his interested in volunteering at ROTB at packet pick up for him and his family.

Vice Chair Decker attended Winter Wonderland and was very pleased with the Cousins Food Truck. She also volunteered at the Holiday Decorating Contest and had a great time. Commissioner Decker requested staff to update PR&CA Commission webpage.

Chair Wilson attended the Winter Wonderland spectacular event and is looking forward to his son's first swim class at the Joint Forces Training Base.

10. ADJOURNMENT

The Parks, Recreation, and Cultural Arts Commission adjourned at 9:28 p.m.

Josh Wilson, Chair

Attest:

Corey Lakin, Director
Recreation & Community Services Department