

**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.

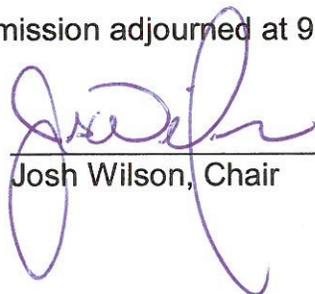
10. ADJOURNMENT

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

Attest:



Corey Lakin, Director
Recreation & Community Services Department



Josh Wilson, Chair