

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

REGULAR MEETING – WEDNESDAY, March 2, 2016

1. CALL TO ORDER

The Parks, Recreation and Cultural Arts Commission met in a Regular Session at 7:02 p.m., Wednesday, March 2, 2016, in the Council Chambers, 3191 Katella Ave., Chair Wilson presiding.

2. ROLL CALL

Present: Commission Members: Bell, Carvajal, Jorge, Wilson

Absent: Commission Members: Decker, Jempsa

Present: Staff: Corey Lakin, Recreation & Community Svcs. Dir.
Emeline Noda, Recreation Manager
Ron Noda, Recreation Manager
Megan Shimada, Recreation Coordinator
Trini Zenovka, Department Secretary

3. PLEDGE OF ALLEGIANCE

Chair Wilson led the Pledge of Allegiance.

4. ORAL COMMUNICATIONS

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

5. MINUTES

The Parks, Recreation, and Cultural Arts Commission deferred approval of minutes of the regular meeting of February 3, 2016 to next month due to lack of quorum.

7. STAFF REPORTS

A. Los Alamitos Spring Carnival Featuring the Egg Hunt

Megan Shimada, Recreation Coordinator, provided an overview of the Los Alamitos Recreation and Community Services Department's annual Spring Carnival at Little Cottonwood Park on Saturday, March 26, 2016. Due to the growing number of attendees, the event is now being moved out onto the field area to provide parking for guests and a larger area for families to maneuver throughout the event activities.

The carnival will feature the popular egg hunt, vendor booths, food trucks, carnival games, bounce houses, arts and crafts, and a photo area with Peter Rabbit. The coloring and drawing contest winning entries along with "honorable mentions" will be displayed the day of the Spring Carnival.

Parks Recreation and Cultural Arts (PRCA) Commissioners are invited to participate in this year's event. Commissioners' tasks include being the emcee for the event and awarding the prizes to the winners. Chair Wilson and Commissioner Bell both volunteered to assist staff in these areas.

Chair Wilson requested that staff email Commissioner Decker about this volunteer opportunity as she was not present and also inquired how staff was handling egg hunt age groups and would like to keep them as accurate as possible.

Commission Carvajal recommended to staff to provide colored paper bracelets and incorporate colored signs along with those bracelets designating each age category and location.

B. Community Center and Picnic Shelter Policy and Rentals

The attached policies and applications are in draft form and require additional revisions based on Commissioner and staff feedback as well as review by the California Joint Powers Insurance Authority and the City Attorney before it goes to the City Council for final approval. The desire is to have a new document and new fees in place by the beginning of next fiscal year (July 1, 2016). This policy was last updated in 2008 and we want to make sure that all areas are covered.

Chair Wilson, recommended that item number 4 existing language be removed and replace with "Sale of Alcohol is not permitted". Chair Wilson wanted to get some clarification on item number 13 regarding Resident vs. Non-Resident fees.

Emeline Noda, Recreation Manager, explained that these policies were in draft form waiting for fee study comprehensive report to incorporate any fees for Resident vs. Non-Resident fees.

Emeline Noda, Recreation Manager, requested input on establishing a Picnic Shelter Policy for Orville Lewis Park. After much discussion the Commission was not in favor of advertising Orville Lewis Park as facility for a picnic shelter rental.

Chair Wilson, recommended staff to list park facilities and amenities and provide a general park policy of no amplified music, no moon bounces and facilities are on a first-come first-served basis. Chair Wilson recommended staff to establish a Parks Special Events Facilities Request at the discretion/approval of the Parks and Recreation Department Director.

Commissioner Bell, recommended staff to clearly define the Holiday schedule for Picnic Shelter Policy.

Corey Lakin, Director of Recreation and Community Service Department, also requested to include City events, ROTB and 4th of July to the Picnic Shelter Policy.

Chair Wilson was pleased to see all the recommended changes and recommended staff to move forward with Picnic Shelter and Rental policies.

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

The California Parks and Recreation Society District 10 is hosting an awards and installation banquet on Thursday, April 14, 2016 at Marina Park in Newport Beach. 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. The PRCA Commission, City Council, City Manager as well as Recreation and Community Services staff are invited to attend the District 10 banquet. Each year the City of Los Alamitos nominates an individual and/or organization to receive the Volunteer Merit Award.

Corey Lakin, Director of Recreation and Community Services Department, opened discussion for recommendations.

After much discussion the PRCA Commissioners voted Sir Speedy and Karen Klabouch as an individual as this year's selection. Commissioner Bell motioned, Commissioner Carvajal second the motion and all voted in favor.

8. ITEMS FROM THE RECREATION & COMMUNITY SERVICES DEPARTMENT

Corey Lakin, Director of Recreation and Community Services Department, invited PRCA Commissioners to the Spring Carnival on March 26, 2016.

Please look for our Spring Brochure as it was mailed this week.

Provided a copy of the Art Exhibition Registration form that will be posted on the website and social media tomorrow.

Emeline Noda, Recreation Manager invited PRCA Commissioners to attend a City Council meeting on April 18, 2016 and recognize Race on the Base Sponsor at 4:45 PM at the Community Center. Staff will provide an update on ROTB 2016 event at next month's meeting.

9. COMMISSIONER REPORTS

Commissioner Bell, provide an update on Weekend of the Art and wanted staff to know what a great event ROTB was and thanked staff for a job well done.

Commissioner Jorge, attended ROTB event and it was great, unfortunately my family did not get to participate as they all had the flu.

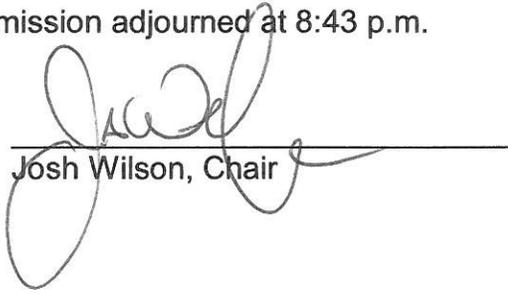
Commissioner Carvajal, was not able to attend ROTB due to illness, this was the first year that he missed in a very long time. Commissioner Carvajal received and shared some great feedback from some of his friends that participated in the Glow Run and Reverse Triathlon.

Chair Wilson attended ROTB and expressed that the event was fantastic. His two year old son participated in the Glow Run and had to carry him half way and told him that he

needed to run the rest of it to get his medal. It was a fantastic experience got my family out and he participated in the 5KRun. Looking forward to debrief meeting and go over specific tactical items.

10. ADJOURNMENT

The Parks, Recreation, and Cultural Arts Commission adjourned at 8:43 p.m.



Josh Wilson, Chair

Attest:



Corey Lakin, Director
Recreation & Community Services Department