

CITY OF LOS ALAMITOS

3191 Katella Ave.
Los Alamitos, CA 90720

AGENDA PARKS, RECREATION, AND CULTURAL ARTS COMMISSION MEETING

Wednesday, October 5, 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 Estrada
 - Commissioner Jempsa
 - Commissioner Jorge
 - Vice Chair Decker
 - Chair Wilson
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 meeting of September 7, 2016.

6. STAFF REPORTS

A. Recommended Changes for 2017 Weekend of Art in Los Alamitos

This report provides the Parks, Recreation & Cultural Arts Commission a preview of recommended changes for the Weekend of Art in Los Alamitos.

Recommendation: Commission Receive and File

B. Preview of 2016 Trunk or Treat featuring the Treasure Hunt

This report provides the Parks, Recreation & Cultural Arts Commission a preview of the upcoming Trunk or Treat featuring the Treasure Hunt event.

Recommendation: Commission Receive and File

C. City Hall Sundial

This agenda item is to provide information to the Parks, Recreation and Cultural Arts Commission on the Memorial Sundial located at City Hall.

Recommendation: Commission receive, discuss and make any recommendations to staff on additional information desired or next steps.

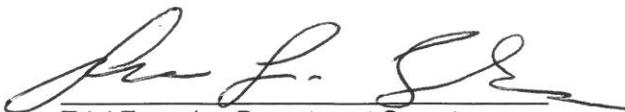
7. ITEMS FROM THE RECREATION & COMMUNITY SERVICES DEPARTMENT

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 29th day of September 2016.



Trini Zenovka, Department Secretary

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

SPECIAL MEETING – WEDNESDAY, September 7, 2016

1. CALL TO ORDER

The Parks, Recreation and Cultural Arts Commission met in a Regular Session at 7:01 p.m., Wednesday, September 7, 2016, in the Council Chambers, 3191 Katella Ave., Chair Wilson presiding.

2. ROLL CALL

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

Absent: Commission Members: Estrada

Present: Staff: Corey Lakin, Recreation & Community Svcs. Dir.
Emeline Noda, Recreation Manager
Ron Noda, Recreation Manager
Tony Brandyberry, Superintendent, Public Works

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

Motion/Second: Carvajal/Bell

Abstain: Jorge

Unanimously Carried: The Parks, Recreation, and Cultural Arts Commission approved the minutes of the regular meeting of August 3, 2016, to amend minutes and include in Commissioner Reports discussion of the Sundial.

6. STAFF REPORTS

A. Quarterly Park Maintenance Update & Facility Tour Review

Tony Brandyberry, Public Works Superintendent provided the 2016 third quarter park maintenance activity update. The report listed all maintenance and repair activities and yielding the opportunity for the Commission to provide feedback to staff on current and future maintenance concerns they may have. Staff also recognized additional maintenance and repairs that are essential and will provided an update at the next quarterly meeting.

B. 2016 4th of July Fireworks Spectacular Overview and Wrap-Up

Staff provided the Commission the opportunity to review and discuss the 2016th 4th of July Fireworks Spectacular. This event is co-produced by the cities of Los Alamitos and Cypress with financial support and police support from the City of Seal Beach and financial support from the Community of Rossmoor. The Joint Forces Training Base provides the facility for the show.

Since 2010, the 4th of July Fireworks Spectacular has been revenue-direct expenditure neutral. The balance of revenues over expenditures is moved into the City's 4th of July Liability Account and will be used for future 4th of July Fireworks Spectacular events when the revenues will not meet the direct-expenditures.

7. ITEMS FROM THE RECREATION & COMMUNITY SERVICES DEPARTMENT

Corey Lakin, Director of Recreation and Community Services Department announced to the PR&CA Commission the increase in day camp and park program attendance as well as other programs this summer. The new registration system is now live and commissioners are encouraged to take a look at the new technology. Many customers have already commented how easy it is to use the new system.

Emeline Noda, Recreation Manager reminded the Commission that registration is currently taking place for Race on the Base early bird registration ending at the end of this month.

Ron Noda, Recreation Manager invited the PR&CA Commission to the annual Los Alamitos Volunteer Program Appreciation Dinner and recognition by City Council, which will take place on September 19, 2016.

8. COMMISSIONER REPORTS

Commissioner Jempsa did not have an item to report.

Commissioner Bell requested to have some history and fees to restore the Sundial timepiece.

Commission Carvajal thanked staff for the site tour and the challenges of our public spaces. He also thanked Commissioner Bell for his commitment to this commission and bringing the cultural arts back into the community.

Commissioner Jorge also thanked Commissioner Bell for his tenure on the Commission and revitalizing cultural arts in the community.

Vice Chair Decker thanked staff for the site tours and asked if trash receptacles at the park sites could be changed out regularly due to condition of the containers. She asked that the website commission picture be updated to include Commissioner Estrada. Vice Chair Decker asked staff if it would be possible to split Deep Water Aerobic sessions into two short sessions as she would like to join again in the near future.

Chair Wilson thanked staff for sacrificing their time with families and for everything that they do for the community.

9. ADJOURNMENT

The Parks, Recreation, and Cultural Arts Commission adjourned at 8:45 p.m.

Josh Wilson, Chair

Attest:

Corey Lakin, Director
Recreation & Community Services Department

City of Los Alamitos

Parks, Recreation & Cultural Arts Commission

Agenda Report Staff Report

October 5, 2016
Item No: 6A

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

Via: Corey Lakin, Recreation & Community Services Director

From: Megan Shimada, Recreation Coordinator

Subject: Recommended Changes for 2017 Weekend of Art in Los Alamitos

Summary: This report provides the Parks, Recreation & Cultural Arts Commission a preview of the upcoming Weekend of Art in Los Alamitos.

Recommendation: Commission receive and file.

Background:

The Parks, Recreation, and Cultural Arts Commission and Recreation and Community Services Department held the first annual Weekend of Art in Los Alamitos on Friday, April 29 – Sunday, May 1, 2016. The three-day visual art exhibition was held at the Los Alamitos Community Center and featured 162 local artists in the following mediums: sculpture, pottery, ceramics, jewelry, photography, painting, drawing, fiber arts, wood working, and print.

Discussion:

A survey was sent out following the first annual event to all of the participants. Based on the survey responses, feedback throughout the event, discussions with Commissioner Bell, and evaluation among the staff, below are some changes that are being proposed for the 2017 event:

- Add awards for youth artists:
 - Pre-K through 5th grade: 1st, 2nd, & 3rd place
 - Middle School (6th-8th grade): 1st, 2nd, & 3rd place
 - High School (9th-12th grade): 1st, 2nd, & 3rd place

- Add adult (18+) awards: 1st, 2nd, & 3rd place
- Add a “People’s Choice” award: 1st place
- Remove all “Honorable Mention” awards
- Open visual arts category to all mediums
- Add performing arts throughout the event
- Extend the length of the demonstrations and schedule multiple at one time throughout the exhibition area
- Add more children’s interactive activities throughout the event
- Sell arts and crafts booth spaces on Sunday (awards/closing ceremony day)
- Remove requirement for 3D artists to supply pedestal

The 2017 event is recommended to continue to be held at the Community Center again, however, weekend for the event is recommended to be moved up to March 17-19, 2017 in order to avoid conflicting with other local events (Attachment 1).

Fiscal Impact:

Funding for the event is appropriated by the City Council at \$5,000 in the Recreation and Community Services Department Special Events budget. Staff will seek sponsors to supply the centerpieces and prizes for the award winners as was done for 2016. Additional sponsors will be sought to help support and expand the event.

Submitted By:



Megan Shimada
Recreation Coordinator

Approved By:



Corey Lakin
Recreation & Community Services Director

Attachment: 1. Community Calendar

MARCH-MAY 2017 CALENDAR OF EVENTS

MARCH

APRIL

MAY

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
26 RACE ON THE BASE CLEAN UP	27	28	1	2	3	4
5	6	7	8	9	10	11
12 DAY LIGHT SAVINGS	13	14	15	16	17 ST.PATRICKS DAY WEEKEND OF ART	18 WEEKEND OF ART
19 WEEKEND OF ART	20	21	22	23	24	25 YOUTH BBALL SKILLS CON- TEST (GYM)
26	27	28	29	30	31	1
2	3	4	5 OAK MS OPEN HOUSE	6	7	8 CYPRESS SCHOLARSHIPS, RUN SEAL BEACH, Y.C. A NIGHT AMONG THE STARS
9	10	11	12	13	14	15 LOS ALAMITOS SPRING CARNIVAL
16 EASTER	17 LAUSD SPRING BREAK	18 LAUSD SPRING BREAK	19 LAUSD SPRING BREAK	20 LAUSD SPRING BREAK	21 LAUSD SPRING BREAK	22 CYPRESS ART SHOW
23 CYPRESS ART SHOW	24	25	26 CYPRESS TEEN RISING STARS	27	28	29
30 SEAL BEACH CAR SHOW ROSSMOOR FESTIVAL	1	2	3	4	5	6 LAHS SAT
7	8	9	10	11	12	13 LAHS PROM
14 MOTHERS DAY	15	16	17	18	19	20
21	22	23 CSULB GRADUATION	24 CSULB GRADUATION	25 CSULB GRADUATION	26 CSULB GRADUATION	27 CYPRESS COL- LEGE GRADUA- TION
28	29 MEMORIAL DAY	30	31			Attachment 1

City of Los Alamitos

Parks, Recreation & Cultural Arts Commission

Agenda Report Staff Report

October 5, 2016
Item No: 6B

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

Via: Corey Lakin, Recreation & Community Services Director

From: Megan Shimada, Recreation Coordinator

Subject: Preview of 2016 Trunk or Treat featuring the Treasure Hunt

Summary: This report provides the Parks, Recreation & Cultural Arts Commission a preview of the upcoming Trunk or Treat featuring the Treasure Hunt event.

Recommendation: Commission receive and file.

Background

The Los Alamitos Recreation and Community Services Department will be hosting its 5th annual Trunk or Treat featuring the Treasure Hunt at Little Cottonwood Park on Saturday, October 22, 2016 from 5:00-8:00pm. The event will feature the popular costume contest, arts and crafts, a spooky photo area, carnival game booths, age-appropriate treasure hunt areas, inflatables, trick-or-treating from trunks, food trucks, and activities for the entire family.

Discussion

An estimated 2,000 people will visit Little Cottonwood Park to enjoy the 5th Annual Trunk or Treat event. The event will have three age-divided treasure hunt areas, carnival game booths, arts and crafts, a costume contest, and a photo area.

The treasure hunt areas will be split up into three areas according to the following ages:

- 1) Ages 0 to 3
- 2) Ages 4 to 7
- 3) Ages 8 to 13

In each area, a golden pumpkin will be hidden and a special prize will be given to those who find it. The treasure hunt will begin with the youngest age group going first at 5:30pm with the other groups to follow approximately five minutes apart.

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 a great opportunity for local businesses to market themselves to approximately 2,000 residents. Those that are interested in being a trunk may find the application on the City’s website (www.cityoflosalamitos.org).

The popular costume contest will give a chance for all youngsters from infants to 13 years old to strut down the runway showing off their costume. They will be eligible to win some fabulous prizes donated by various businesses in Southern California. The costume contest will begin at 6:00pm. There are three categories that are separated according to age, similar to the treasure hunt.

New this year, the event will be moved from the parking lot onto the field in order to expand the footprint of the event. Another new attraction will be the addition of a tractor hayride that will travel along the walking path around the park.

The Parks, 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, judging the costume contest, and judging and awarding the prizes to the best trunk winner.

Below is the schedule that Commissioners are being requested for:

- 4:45pm – 7:30pm – Emcee for event (announcements of activities, sponsors, vendors, etc.)
- 4:45pm: Emcee – Welcome community members to the event
- 5:45pm: Distribute awards to the finders of the golden pumpkins
- 6:00pm: Judge the costume contest
- 7:15pm: Judge the “best trunk” contest and award prizes

Commissioners who are interested in attending this year’s Trunk or Treat event are encouraged to contact Megan Shimada at the Recreation and Community Services Department.

Fiscal Impact

Funding for the event is budgeted for \$3,000 in supplies and \$2,000 in staff time all budgeted in the Recreation and Community Services Department, in the Special Events Division. Trunk or Treat featuring the Treasure Hunt will also gain revenue funds from possible food trucks and sponsors. OptumCare has already committed \$2,000 in sponsorship money toward the event and the New York Travel Club and Los Alamitos

Senior Club have each donated \$250. This additional funding will assist in offsetting the expenditures for staff and supplies.

Submitted By:



Megan Shimada
Recreation Coordinator

Approved By:



Corey Lakin
Recreation & Community Services Director

City of Los Alamitos

Parks, Recreation & Cultural Arts Commission

Agenda Report
Staff Report

October 5, 2016
Item No: 6C

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

From: Corey Lakin, Director of Recreation and Community Services

Subject: City Hall Sundial

Summary: This agenda item is to provide information to the Parks, Recreation and Cultural Arts Commission on the Memorial Sundial located at City Hall.

Recommendation: Commission receive, discuss and make any recommendations to staff on additional information desired or next steps.

Background

The Parks, Recreation and Cultural Arts Commission requested information on the Memorial Sundial located at City Hall, after Commissioner Bell requested staff look into what it would take to refinish the bronze sundial. Public Works staff cleaned the sundial, but was not able to find a polish that would bring the sundial back to its original luster. Over the next couple months, Superintendent Tony Brandyberry contacted several companies who refurbish statues and bronze pieces, but none were able or willing to travel to Los Alamitos to polish the time piece.

Discussion

After several months of no success with finding a company to polish the Sundial, Commissioner Bell provided staff with a contact for the Sculpture Conservation Studio in Los Angeles. In early September, Mr. Brandyberry and Mr. Lakin met with Andrea Morse from the Sculpture Conservation Studio and asked Ms. Morse to provide staff with an estimate to polish the piece.

She looked at the sundial, the plaque on the ground under the sundial and another plaque located at City Hall and provided the following estimates (Attachment 1) to clean and polish the pieces:

- Sundial - \$3,900-4,500 estimate
- City Hall Plaque - \$1,400-2,000 estimate

Simultaneous to the research being done on polishing the sundial, staff looked into the history of the sundial's installation and the addition of the seven names inscribed onto the sundial. Unfortunately, there are not too many details on the Sundial, other than what can be found in the action minutes from 1969-1974. The Sundial is a memorial for individuals "who gave their lives in previous wars" from Los Alamitos. The Sundial was purchased by the City and installed on a pedestal that was constructed by the City's Public Works Department. It was installed using the correct longitude and latitude in order for the Sundial to tell the accurate time. The Sundial was dedicated on November 11, 1969. Only one individual (James Ray Fry Jr.) was mentioned for his name to be included on the Sundial and that was not until 1974, so staff is under the assumption that the other individuals were included with the initial installation in 1969. Mr. Fry was killed in Vietnam in June, 1968 and according to the Department of Defense, indicated that his "home of record" was Los Alamitos. (It was not determined whether he was born in Los Alamitos.)

There are seven additional names listed on bronze tags on the Sundial, with those whose information can be found have a "Home of Record" listed as Los Alamitos. Some information about the individuals was found online. The names include:

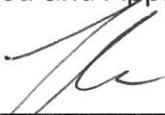
- Delphino Marin, Marines – Died in 1942
 - According to "losalamitospost716.org" first name is spelled Delfino
- Lonnie Davis, Army – Died in 1944
- Donald Micheal Gralla, Army – Died November 19, 1967
- Barry William Van Horn, Army – Died May 1, 1968
- Jesse Junior Taylor, Navy – Died November 11, 1965
- Lea Everett Niebbelink, Marines – Died March 29, 1969
 - According to "virtualwall.org" last name is spelled Nibbelink
- David Eugene Watkins, Army – Died May 25, 1968

In seeking additional information on the Sundial and the individuals memorialized, staff spoke with members of the Los Alamitos Museum and since the Sundial was installed before they were instituted, the Museum does not have any historical information on the Sundial. However they indicated they were interested in adding an exhibit into the Museum regarding the Sundial and the memorialized soldiers. Staff also spoke with a representative from the American Legion Post 716 who expressed an interest in assisting the City with further research and possibly funding or fundraisers to assist in the refurbishment of the memorial. The representative indicated that there was a board meeting approaching for the Legion and that he would discuss the possibilities of fundraising and seek information on the soldiers whose names are currently installed and others who might be missing.

Fiscal Impact

There is no fiscal impact for the research and the estimate to refinish the Sundial. Currently, there is no funding budgeted for conservation work of the Sundial.

Submitted and Approved By:



Corey Lakin
Recreation & Community Services Director

Attachment: 1. Treatment Proposal from Sculpture Conservation Studio

*Sculpture
Conservation
Studio*

*1946 S La Cienega Blvd.
Los Angeles, CA 90034
T: 310 839 5300
F: 310 839 5044
sculpcons@gmail.com*

TREATMENT PROPOSAL

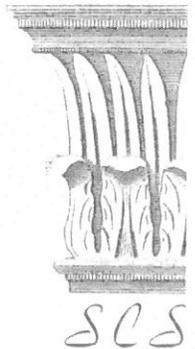
Date: September 28, 2016

Client: City of Los Alamitos
3191 Katella Avenue
Los Alamitos, CA 90720-5600

Attn: **Tony Brandyberry**
Public Works superintendent
tbrandyberry@cityoflosalamitos.com

Re: Bronze Sun Dial
Aluminum plaque in planter

Location: **Sun Dial is at the front entrance to City Hall (Katella Avenue)**
Aluminum plaque is in the front patio of City Hall



All of our work conforms to the strictest conservation standards and the guidelines specified by the American Institute for Conservation of Historic and Artistic Works and with the United States Department of the Interior's Standard for Historic Buildings.

I. SUN DIAL:

Examination Report:

The bronze medallion sundial sits on a concrete base at the entrance to City Hall, between the sidewalk and the flagpole, with Katella Avenue in front of it. The Sun Dial sits on 4 cylindrical cast concrete legs approximately 3' tall. Above the top of the legs is a 12" concrete octagonal (8 sided) pad, onto which the bronze sundial is mounted. The sundial design is a bas-relief hourglass form with a wing on either side of the hourglass at the front of the medallion, along with a circle of raised thin rectangular lines that represent 15 minute increments. The outside ring has 13 Roman numerals on the upper outer ring. The left side of the sundial begins with VI, with XII directly above the winged hourglass. The triangular bronze pointer (also known as a Gnomon) is pointed directly at the XII. The pointer has a filigree design of an owl/pheasant like bird in the center of the triangular piece.

The lower half of the outer ring has raised letters saying "MAY IT BE A TIME OF REVERANT HONOR TO THOSE WHOSE NAMES APPEAR HEREON AS THE GNOMON CASTS IT SHADOW ON THAT NAME EACH DAY".

There are 8 thin rectangular plaques with names etched into each small plaque. The plaques are screwed in between the raised rectangular lines designating the minutes. (5 on the proper left side an 3 on the proper right side).

Condition:

The sundial is structurally stable and secure on the concrete base. The base is secure on the octagonal concrete pad in the dirt/grass on the front lawn of City Hall. The sundial has accumulated dirt and tree debris over its surface. The bronze surface color is dull and no longer shiny. There are white minerals visible between all of the raised lines and on the outer ring between the Roman numerals. There is a white ring of dried minerals in the center of the sundial and around the pointer (gnomon). The hourglass and its wings have very little bronze color visible over its surface with the proper right wing covered with white minerals and the proper left wing dark and dull with slight minerals. The raised letters, Roman numerals, and raised lines are dull and have either darkened in color or have been covered with white minerals. The pointer (gnomon) has visible white minerals at the bottom of the piece (where it is securely attached to the dial) with a spotty surface of darkened areas between some colored bronze. The edge of the dial has a spotty surface with bronze showing through the darkened surface.

The concrete base and legs:

The exterior of the octagonal base, which the sundial is secured onto, has bird guano and water run-off in dark vertical lines. There is also visible white streaking of minerals. The lower corner below the "V" has some small surface coating loss. There does not appear to be any other concrete losses. The base is in good condition but very dirty. The legs are also dirty, with dark staining and excess concrete visible on the back legs. The concrete pad is extremely dirty, with dirt, leaves, seeds, and other environmental debris. There appears to be some copper color staining visible on the backside pad (This could be caused from the seeds). The concrete area around the plaque (in the front of the sundial) has visible green algae, along with piles of dirt and seeds.

Plaque: The plaque is securely attached on its pad, but in very poor condition. It appears to be pink in color on the surface with areas of dark, dull metal. There are spots of light blue-green corrosion over the entire surface. The raised letters are dark and dull. It has the date of November 1969.

Proposed Treatment:

Sundial concrete base and legs

This conservation treatment is expected to take 2 trained people, 3 days.

1. The artwork will be documented before and after treatment with digital photography. Written condition reports will be made, along with Treatment Reports after the conservation has been completed.
2. The sundial will be dusted and cleaned of all surface dirt and debris.
3. All mineral deposits and accretions will be reduced or removed mechanically using sharpened wooden sticks.

4. The artwork will be washed with Orvus, a pH balanced biodegradable detergent, and distilled water. It will then be rinsed with distilled water and dried with cotton clothes.
5. Any possible biological growth in the concrete around the plaque will be removed using D2 Biological Solution, which will be sprayed onto the surface and allowed to soak for five minutes before rinsing off.
6. Concrete base will be pressure washed.

Plaque

This conservation treatment is expected to take 2 trained people, 1 day.

1. The plaque will be dusted, cleaned with Orvus, and dried. Any degraded lacquer coatings will be removed with solvents. Any remaining corrosion will be mechanically removed. The raised lettering and edges will be polished and returned to a bright finish. A new coat of lacquer will be applied.
2. A protective coating of butchers paste wax will be applied and buffed with cotton clothes.

Estimated Costs:

1 Assistant Conservator @ \$650 per day for 3 days	\$ 1950.00
1 Senior Technician @ \$600 per day for 3 days	\$ 1800.00
Materials and Documentation	\$ 100.00
Travel Time	\$ 50.00

Estimated Total Costs: \$3,900 – 4,500

II. Plaque set into planter in patio of City Hall

Estimated Costs:

1 Assistant Conservator @ \$650 per day for 1 day	\$ 650.00
1 Senior Technician @ \$600 per day for 1 day	\$ 600.00
Materials and Documentation	\$ 100.00
Travel Time	\$ 50.00

Estimated Total Costs: \$1,400 – 2,000

Notes:

SCS will require access to water and electricity

The estimated cost is quoted based on information supplied by the client, or upon conditions existing at time of photographs. As artwork conditions vary, the estimated cost is subject to revision pending actual commencement of proposed treatment.

Submitted by:

I approve of the treatment and estimated costs described in this proposal.

Authorized Representative:

Date:

Sculpture Conservation Studio requires a signed treatment proposal agreeing to the proposed treatment and estimated costs before beginning work on a project.

Please return a signed copy (by fax, scan or mail) of the treatment proposal to:

Sculpture Conservation Studio
1946 La Cienega Blvd.
Los Angeles, CA 90034.
fax: 310.839.5044
sculpcons@gmail.com