

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

**REGULAR MEETING – WEDNESDAY, November 1, 2017**

**1. CALL TO ORDER**

The Parks, Recreation and Cultural Arts Commission met in a Regular Session at 7:14 p.m., Wednesday, November 1, 2017, in the Council Chambers, 3191 Katella Ave., Vice Chair Estrada presiding.

**2. ROLL CALL**

**Present:** Commission Members: Chirco, Doby, Estrada, Jorge

**Absent:** Commission Members: Carvajal, Hill, Olveda

**Present:** Staff: Corey Lakin, Recreation & Community Svcs. Dir.  
Steven Mendoza, Development Services Director  
Emeline Noda, Recreation Manager  
Megan Shimada, Recreation Coordinator

**3. PLEDGE OF ALLEGIANCE**

Vice Chair Estrada led the Pledge of Allegiance.

**4. ORAL COMMUNICATIONS**

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

**5. MINUTES**

Motion/Second: Jorge/Chirco

Unanimously Carried: The Parks, Recreation, and Cultural Arts Commission approved the minutes of the regular meeting of October 4, 2017.

**6. STAFF REPORTS**

**A. Preview of 2018 Weekend of Art in Los Alamitos**

Megan Shimada, Recreation Coordinator provided the Parks, Recreation & Cultural Arts Commission a preview of 2018 Weekend of Art in Los Alamitos. The third annual Weekend of Art in Los Alamitos is scheduled for Friday, March 16, 2017 from 5-8pm and Saturday, March 17, 2017 from 10am–8pm. This event is now a two-day visual art exhibition and will be held at the Los Alamitos Community Center, featuring all performing and visual arts mediums, demonstrations, vendors, and mini activities throughout the event. Based on 2017 survey responses and feedback on the event suggested including the medium to the note cards next to each artwork and place like mediums together to improve the overall event. The PR&CA Commission approved the recommended change of the notecards but overruled the recommendation to place like mediums together.

The Parks, Recreation and Cultural Arts Commissioners are invited to attend the event on Friday, March 16<sup>th</sup> to select the winners of the Commissioner's Awards and Saturday March 17<sup>th</sup> for the Awards Ceremony.

**B. Los Alamitos Streetlight Banner Policy Development**

Steven Mendoza, Development Services Director provided the Parks, Recreation and Cultural Arts Commission a working draft to review a uniform policy for the attachment of banners to the new street light poles located within the center median of Los Alamitos Boulevard between Cerritos and Katella Avenues. The PR&CA Commission approved the recommended changes below on the working draft for Streetlight Banner Program for Los Alamitos:

- City, Non-Profit and LAUSD
- Monthly (30-day) minimum/maximum
- Twice a Year (maximum)
- Banner Grouping: City, Non-Profit and LAUSD):
  - (4 Poles 8 Banners) Seasonal Generic
  - (2 Poles 4 Banners) City Seasonal
  - (2 Poles 4 Banners) Non-Profit Seasonal
  - (2 Poles 4 Banners) LAUSD Seasonal
- Uniform Banner both Sides (Front and Back), Color and Size based on Santa Clara
- Priority Groups
- Must Meet Banner Specification Required (if not purchased through City's approved companies/contractor)
- Banners will only be hung by City contractor or City staff
- Appeal Process
- Financial Deposit Damages/Replacement/Vandalism/Liability Insurance
- Add FAQ

PR&CA Commission provided direction to Steven Mendoza, Development Services Director to finalize the working draft and forward to City Attorney's office for analysis of the program and then forward to the City Council.

**7. ITEMS FROM THE RECREATION & COMMUNITY SERVICES DEPARTMENT**

Corey Lakin, Director of Recreation and Community Services Department reminded Commissioners to RSVP for the Commissioner Dinner on December 5, 2017 at Old Ranch Country Club, Winter Wonderland at the Plaza on December 2, 2017 at St. Isidore Plaza. Commissioner Carvajal, Estrada, Jorge and Hill terms for PR&CA Commission will expire in December 2017 and they were invited to apply again for the next term.

Emeline Noda, Recreation Manager announced that she is back in the office as of November 1, 2017 and Ron Noda, Recreation Manager will be out of the office November 1, 2017 through January 5, 2018.

Corey Lakin asked to move the January Commission meeting to January 10, 2018 at the Community Center and the Commission unanimously agreed.

**8. COMMISSIONER REPORTS**

Commissioner Jorge, announced that his term with the PR&CA Commission will end December 2017 and he will not reapply for another next term nor for the Los Alamitos Area Chamber of Commerce as he will assume more responsibility with Casa Youth Shelter.

Vice Chair Estrada and Commissioners Chirco and Doby did not have any item to report.

**10. ADJOURNMENT**

The Parks, Recreation, and Cultural Arts Commission adjourned at 8:40 p.m.



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Pete Carvajal, Chair

Attest:



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Emeline Noda, Recreation Manager  
Recreation & Community Services Department