

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

SPECIAL MEETING – WEDNESDAY, January 10, 2018

1. CALL TO ORDER

The Parks, Recreation and Cultural Arts Commission met in a Special Session at 7:03 p.m., Wednesday, January 10, 2018, in the Recreation and Community Service Department, 10911 Oak St., Chair Carvajal presiding.

2. ROLL CALL

Present: Commission Members: Carvajal, Doby, Hill, Murphy, Olveda

Absent: Commission Members: None

Present: Staff: Ron Noda, Recreation Manager
Emeline Noda, Recreation Manager

3. PLEDGE OF ALLEGIANCE

Chair Carvajal led the Pledge of Allegiance.

4. INSTALLATION OF NEW COMMISSIONERS

Recreation Manager Emeline Noda gave the Oath of Allegiance and installed Trisha Murphy and Dean Hill as a Parks, Recreation and Cultural Arts (PR&CA) Commissioners.

5. ORAL COMMUNICATIONS

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

6. PR&CA COMMISSION REORGANIZATION

Recreation Manager Emeline Noda provided the PR&CA Commission with information to nominate and elect a Chair and Vice Chair for the annual reorganization of the PR&CA Commission.

Recreation Manager Emeline Noda opened nominations for the position of Chair; Commissioner Hill nominated Commissioner Doby, seconded by Chair Carvajal. There being no further nominations Manager Emeline Noda closed the nominations.

Unanimously Carried: The PR&CA Commission appointed Commissioner Doby to the position of Chair.

Recreation Manager Emeline Noda opened nominations for the position of Vice Chair; Commissioner Carvajal nominated Commissioner Olveda, seconded by

Commissioner Hill. There being no further nominations Recreation Manager Emeline Noda closed the nominations.

Unanimously Carried: The PR&CA Commission appointed Commissioner Olveda to the position of Vice Chair.

7. MINUTES

Motion/Second: Doby/NA - November 1, 2017

Motion/Second: Carvajal/Doby - December 6, 2017

Abstain: Carvajal/Hill/Olveda - November 1, 2017 & Olveda - December 6, 2017

Motion Carried: The Parks, Recreation and Cultural Arts Commission approved the regular meeting of November 1, 2017 and December 6, 2017.

8. STAFF REPORTS

A. 2017 WINTER WONDERLAND AT THE PLAZA REVIEW

Recreation Manager Emeline Noda provided the Parks, Recreation & Cultural Arts Commission with a review of the 6th Annual Winter Wonderland at the Plaza Event. The City of Los Alamitos and the Los Alamitos Area Chamber of Commerce Young Professionals created Winter Wonderland at the Plaza in 2012. The event has grown in attractions and attendance every year with the 2017 event maintaining an estimated 6,000+ event attendees, filling the streets and St. Isidore Historical Plaza. The event moved to Pine Street in 2016 to accommodate the increased crowd capacity and event expansion, snowman, vendors, Santa and arts and craft areas.

The 6th Annual Winter Wonderland at the Plaza event took place on December 2, 2017, food and sales vendors, sponsor, churches, and non-profits lined Pine Street providing visitors an opportunity to shop, receive information or donate to their favorite causes. The Winter Wonderland at the Plaza is an event for residents, businesses, and neighbors of all ages to enjoy. This event continues to grow, making the Winter Wonderland one of the largest events in the City. The committee will be exploring the feasibility of hosting the event on the Los Alamitos Boulevard in the Los Alamitos Boulevard Beautification Project area. A permanent Christmas tree will be planted between the cleaners and Hof's Hut closer to Katella Avenue.

Commissioner Carvajal expressed how pleased he was with the committee's potential expansion plans of the Winter Wonderland at the Plaza to Los Alamitos Boulevard.

Commissioner Olveda recommended to keep St. Isidore Historical site involved and incorporate them into the committee's plans for expansion.

B. 31st Annual 4th of July

Ron Noda, Recreation Manager provided the Parks, Recreation and Cultural Arts Commission with pertinent information regarding the upcoming 31st annual 4th of July Fireworks Spectacular event scheduled for Wednesday, July

4, 2018. The annual 4th of July Fireworks Spectacular will be held at the Joint Forces Training Base (JFTB). It is co-sponsored by the cities of Los Alamitos, Cypress, Seal Beach and the Rossmoor Community Services District. Approximately 15,000 people attend the free event to celebrate America's birthday by viewing a spectacular fireworks display. Staff is working with the JFTB to negotiate a new Memorandum of Agreement (MOA). Once an agreement is reached, Staff will reach out to the City of Cypress to determine if they are still interested in partnering with Los Alamitos. Staff will also reach out to Seal Beach and the community of Rossmoor to request for their annual contribution in addition to seeking additional sponsors. JFTB will continue to provide licensing for the installation in-kind due to the patriotic nature of the event and have expressed the possibility of being a direct partner, potentially contributing funds towards some of the expenses of the event.

Commissioner Carvajal requested Staff to follow-up with City Council for direction on how to proceed for public discussion at either the PR&CA Commission or City Council meetings relating to the use of general funds to offset the deficient funds for the 4th of July event to benefit the community.

C. Recreation & Community Services Department Employee of the Quarter

Staff provided the Parks, Recreation and Cultural Arts Commission an update on the Recreation and Community Service Department Employee of the Quarter. The awards program was designed to honor individuals who have a strong work ethic, exhibit quarterly customer service to patrons, and have performed excellent work in their program or event to which they were assigned. Staff developed a STAR criteria for determining which staff member(s) should be recognized each quarter:

- S (Support of the Department Values)
- T (Teamwork)
- A (Above and Beyond)
- R (Reliable)

Commissioner Carvajal requested Staff to also consider inviting the honoree's family, provide favorite food or beverage and personalize recognition social to honoree. It was also recommended to include the previous honoree on the nomination of the next recognition recipient.

7. ITEMS FROM THE RECREATION & COMMUNITY SERVICES DEPARTMENT

Emeline Noda, Recreation Manager provided the Parks, Recreation and Cultural Arts Commission with Race on the Base (ROTB) posters and flyers to post at their place of employment, school, or to distribute to friends and family. The Parks, Recreation and Cultural Art Commission is invited to volunteer to be a judge for the ROTB Glow in the Dark Whimsical Costume Contest on February 23, 2018. Staff asked the PR&CA Commission to meet at the Community Center for the next scheduled meeting to tour the facility as part of the annual facility tours for the Commission. The Los Alamitos Senior Club invites the PR&CA Commission to attend the Senior

Club Volunteer Recognition Luncheon on Monday, January 29, 2018; please RSVP with Alyssa Olveda. Staff will notify the PR&CA Commission of the Recreation and Community Service Department Reorganization Study in the near future when it is on the City Council agenda as requested by Commissioner Carvajal.

Commissioner Carvajal requested Staff to email ROTB Challenge to the Commissions and City Council. Staff requested a PR&CA Commissioner to announce ROTB Challenge at the next scheduled Traffic and Planning Commission meetings and the next City Council meeting.

Ron Noda, Recreation Manager reminded the PR&CA Commission to submit the 700 Economic forms by March 28, 2018 and announced that McAuliffe Field is currently shut down due to maintenance. The City's Youth Basketball League has begun and the City has partnered with the Jr. Clippers who will be providing a clinic on Saturday, January 13, 2018 to all participants.

8. COMMISSIONER REPORTS

Commissioner Hill had no items to report.

Commissioner Murphy asked why the City of Los Alamitos parks do not have tracks nor lights.

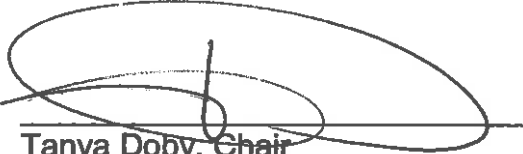
Vice Chair Olveda had no items to report.

Chair Doby had no items to report.

Commissioner Carvajal expressed how great the Winter Wonderland event was.

9. ADJOURNMENT

The Parks, Recreation, and Cultural Arts Commission adjourned at 8:54 p.m.



Tanya Doby, Chair

Attest:



Emeline Noda, Recreation Manager
Recreation & Community Services Department