

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

**REGULAR MEETING – WEDNESDAY, October 4, 2017**

**1. CALL TO ORDER**

The Parks, Recreation and Cultural Arts Commission met in a Regular Session at 7:01 p.m., Wednesday, October 4, 2017, in the Council Chambers, 3191 Katella Ave., Chair Carvajal presiding.

**2. ROLL CALL**

**Present:** Commission Members: Carvajal, Chirco, Doby, Estrada, Hill, Jorge, Olveda

**Absent:** Commission Members: None

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

**3. PLEDGE OF ALLEGIANCE**

Chair Carvajal led the Pledge of Allegiance.

**4. ORAL COMMUNICATIONS**

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

**5. MINUTES**

Motion/Second: Estrada/Olveda – August 2, 2017

Abstain: Carvajal, Hill and Jorge

Motion/Second: Carvajal/Chirco – September 6, 2017

Abstain: Estrada/Jorge/Olveda

Motion Carried: The Parks, Recreation, and Cultural Arts Commission approved the special meeting minutes August 2, 2017 and regular meeting of September 6, 2017.

**6. STAFF REPORTS**

**A. Los Alamitos Street Light Pole Banner Guidelines**

Steven Mendoza, Development Services Director provided the Parks, Recreation and Cultural Arts Commission research and background information for developing guidelines, processes, and procedures for the street light poles located within the center median of Los Alamitos Boulevard between Cerritos and Katella Avenues. The PR&CA Commission has been requested to provide a uniform and consistent policy for the use and permitting of the banners.

The Commission agreed to use Redding California Street Light Banner Application and Program document as a working draft in developing the city's policy. After the

Commission provides input to staff, the City Attorney's office will be consulted to provide analysis of the program and then forward to the City Council.

Chair Carvajal recommended the following to be included in the draft:

- Who is allowed to apply for permits (categorize by groups)?
- Blackout dates?
- Dates available to applicants (how will this be determined if different groups requested the same dates)
- Duration (consistent start and end date)
- Cost (application, permit, cost for art work, review, approval, installation, take down and advertisement fees)
- Patriotic Banners – No advertisement allowed
- Annual Review of Policy

Commissioner Jorge recommended a surcharge fee for replacement cost of the banners.

**B. Preview of 2017 Trunk or Treat featuring the Treasure Hunt**

Megan Shimada, Recreation Coordinator provided the Parks, Recreation & Cultural Arts Commission a preview of the 6<sup>th</sup> Annual Trunk or Treat featuring the Treasure Hunt event at Little Cottonwood Park on Saturday, October 28, 2017. The event will feature the 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. Newly added this year is a spooky hayride circling the perimeter of the park along the sidewalk and guests will enjoy static displays of sponsored "hayride stations". Another new addition this year will be an adult pumpkin pie eat contest.

Community members, local organizations, and businesses are invited to decorate their vehicles and participate in the event as "trunks" to market themselves to approximately 2,500 residents.

The Parks, Recreation and Cultural Arts Commissioners are invited and encouraged to participate by emceeing the event, judge the costume contest, announce treasure hunt, judge and award prizes to the best trunk winners. Commissioner Doby, Olveda and Vice Chair Estrada volunteered for any area as needed.

**C. 2017 4th of July Fireworks Spectacular Overview & Wrap-Up**

Ron Noda, Recreation Manager provided the Parks, Recreation, and Cultural Arts Commission an update and overview of the 2017 4<sup>th</sup> of July Fireworks Spectacular. This event is co-produced by the cities of Los Alamitos, and Cypress, with financial support from the city of Seal Beach and the Community of Rossmoor. The Joint Forces Training Base provided the facility for the show. The 2017 event went back to a Memorandum of Agreement (MOA) with increased stipulations that the cities of Los Alamitos and Cypress had to abide by such as a decrease in food and sales vendors, elimination of the Kids Fun Zone and the fee for parking was eliminated in accordance with the MOA. Staff will do all that is possible to maintain 4<sup>th</sup> of July and Race on the Base to keep these events alive.

**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 3, 2017, email Megan Shimada, Recreation Coordinator and sign up to volunteer for Trunk or Treat event on October 28, 2017, and email your policy recommendations to begin establishing Los Alamitos Street Light Pole Banner Guidelines to me within the next two weeks. Corey Lakin, Director of Recreation and Community Services Department announced that he accepted a position with Culver City as Director of Parks, Recreation and Community Services an opportunity that was difficult to pass up in his career and future endeavor. He gave a heartfelt thank you to each commissioner for their support.

Ron Noda, announced that he will be out of the office beginning November 1, 2017 through January 5, 2018, Emeline Noda, Recreation Manger will return to the office on November 1, 2017.

**8. COMMISSIONER REPORTS**

Commissioner Olveda, Hill and Vice Chair Estrada congratulated Corey Lakin, Director of Recreation and Community Services Department on his new position.

Commissioner Jorge, stated that for the past three years he has been marveled on how great your dream team is to the City, congratulation on your new opportunity. I am very sad for the City as it will be difficult to replace you, wishing you the best. As you all know the Chambers cancelled Wing Wheels and Rotors event this year due to JFTB increased situations, we will regroup and offer a new version of this event next year. On October 30, 2017 the Chambers will host Silver Cup Challenge Golf Tournament at the Navy Golf Course

Commissioner Doby stated that she was very happy for Corey and wished him much success.

Commissioner Chirco thanked Commissioner Jorge for the update on Wings Wheels and Rotors, congratulated Corey on his new position and thanked him for all that he has done.

Chair Carvajal, said that what you have done in this department is GREAT in consideration with the budget constraints, it is miraculous. The experience that you are taking from this and all of the challenges that you faced are going to serve you very well. I am beyond proud of your accomplishments.

**10. ADJOURNMENT**

The Parks, Recreation, and Cultural Arts Commission adjourned at 8:47 p.m.

  
\_\_\_\_\_  
Pete Carvajal, Chair

Attest:

  
\_\_\_\_\_  
Corey Lakin, Director  
Recreation & Community Services Department