1. CALL TO ORDER
The Parks, Recreation and Cultural Arts Commission met in a Regular Session at 7:02 p.m., Wednesday, February 6, 2019, in the Council Chambers, 3191 Katella Ave., Chair Olveda presiding.

2. ROLL CALL
Present: Commission Members: Crans, Doby, Hunter, Murphy, Olveda
Absent: Commission Members: Duran, Hill
Present: Staff: Ron Noda, Recreation Manager
Emeline Noda, Recreation Manager
Megan Shimada, Recreation Supervisor
Trini Zenovka, Department Secretary

3. PLEDGE OF ALLEGIANCE
Chair Olveda the Pledge of Allegiance.

4. ORAL COMMUNICATION
Chair Olveda opened Oral Communications. There being no one present wishing to speak, Chair Olveda closed Oral Communications.

5. MINUTES
Motion/Second: Crans/Olveda
Abstain: Duran/Hill
Motion Carried: The Parks, Recreation and Cultural Arts Commission approved the Regular Meeting of February 6, 2019.

6. STAFF REPORTS
A. Preview of Contract Classes
Recreation Supervisor, Megan Shimada provided the Parks, Recreation and Cultural Arts Commission an inside look at the acquisition and implementation of new contract classes within the Recreation and Community Services Department. The City of Los Alamitos offers the community a wide variety of specialty programs, classes and camps through contract instructors. The use of the contract instructors allows the Recreation and Community Service Department to find specialized professionals who have expertise in areas of interest to the members of the community. These specialized areas include fitness, sports, painting, performing arts, educational development, engineering, animal training, and much more. Every season, staff adds new classes to the
Recruitment and Community Services’ “Recreation Brochure” in order to keep up with program trends and public interests.

Recruitment and Community Services Department staff utilize several resources to acquire new classes and instructors. Co-sponsoring classes and camps with neighboring cities and classes listed in conjunction with local businesses are another valuable resource for acquiring new contract classes. Another resource is the City of Los Alamitos Recreation Services’ social media accounts including Facebook, Instagram, Twitter, and Nextdoor. Lastly, new instructors often reach out to the Recreation and Community Services Department. The Recreation and Community Services Department has been fortunate in acquiring many new classes through these methods.

When initial contact is made with prospective instructors, staff will request that the instructor complete a “class proposal form” and return it to be reviewed. After staff has decided to tentatively accept a class proposal, a meeting will be scheduled with the instructor. If the City and the instructor wish to proceed, a contract will be signed. After the contract is signed, the class is created in the registration system and booked in the facility schedule. The new class will be incorporated into the next issue of the Recreation Brochure, where the new class will be available for registration via online registration, walk-in, mail-in, or fax. Meetings with instructors are held bi-annually at the Community Center. These meetings are an opportunity to gather and give feedback to improve classes, customer service, facilities, marketing, and overall service to the participants.

B. Program Highlight: Youth Sports

Recreation Manager, Ron Noda provided an overview of the Youth Sports classes operated by the Recreation and Community Services Department. The youth sports program offers classes to coed ages two to fourteen years old on a year-round basis. Promoting regular physical activity is a public health priority and classes conducted by the Recreation and Community Services Department makes physical activity available, affordable, enjoyable and ultimately beneficial for the youth of the community.

The Recreation and Community Services Department offers a variety of youth sports for coed ages two to fourteen:

- Parent and Me Basketball
- Parent and Me Soccer
- Mini Superstars
- Junior Pee Wee Basketball
- Junior Pee Wee Flag Football
- Junior Pee Wee T-ball
- Junior Pee Wee Soccer
- Pee Wee Baseball
- Pee Wee Soccer
• Youth Track and Field  
• Youth Volleyball League  
• Youth Basketball League  
• After School Sports

Staff continually seeks sponsors that will assist to offset expenditures of the Youth Sports Programs throughout the year.

C. Recreation Department Offering
Recreation Manager, Emeline Noda provided the Parks, Recreation & Cultural Arts Commission with an opportunity to brainstorm future program offerings for the Recreation and Community Services Department. The Recreation and Community Services Department "Creates Quality of Life" for community members through health, safety, community, family, and education. Staff is always inquiring input from the Commission on the needs and desires from the community.

7. ITEMS FROM THE RECREATION & COMMUNITY SERVICES DEPARTMENT
Emeline Noda, Recreation Manager

- Announced and thanked Chair Olveda attended January 21, 2019 City Council and invited the City Council and other Commissions to participate in the Race on the Base Commissioner Challenge. Mrs. Noda also requested for two volunteers to judge for the Glow in the Dark Whimsical Fun Run (Commissioners Doby and Murphy volunteered to judge this event, Chair Olveda and Commissioner Hunter will be participating in the 5K Run).
- Announced that the Recreation and Community Services Department will be offering Day Camp the week of February 18-22, 2019.

Megan Shimada, Recreation Supervisor

- Weekend of Art marketing, and seeking performances has begun. Mrs. Shimada also requested for two judges from the PR&CA Commission for this event (Commissioner Murphy volunteered).
- Announced that Spring Carnival will be held on April 20, 2019 at Little Cottonwood Park. Commissioners will also be requested to volunteer at the event and a future email will be sent in regards to this.
- Announced that the Recreation & Community Services Department is currently hiring and request that the Commissioners share this with family and friends who might be interested in employment.

Ron Noda, Recreation Manager

- Informed the PR&CA Commissioners that public officials are required to take an ethics-training course to educate them on the ethical standards required of any individual who works in state or local government. Public officials may utilize free online courses available to satisfy this requirement. Cities, counties and special districts in California are required by law (AB 1234, Chapter 700, Stats. of 2005) to provide ethics training to their local officials.
- Announced that the Los Alamitos Museum will be inducting three standout residents whose accomplishments will be forever enshrined in the Museum’s Hall of Fame. The Museum honored Jake Nix, a pitcher for the San Diego Padres, Rachel Fattal, a member of the 2016 Gold Medal Olympics water polo team, and Nikki Monninger, a bass player for the music group Silversun Pickups.
• McAuliffe Field will reopen on February 22, 2019 after its 12 week rehab.
• Informed the PR&CA Commission that the City and the Los Alamitos Unified School District has begun negotiations for the Master Joint Use Agreement and the Individual Joint Use Agreements in regards to facilities.
• Announced that the Recreation & Community Services Department will be presenting to the Budget Standing Committee the Department's Fiscal Sustainability Plan on Monday, March 4, 2019 at the Council Chambers.

9. COMMISSIONER REPORTS
Commissioner Hunger
• Nothing to report.

Commissioner Dobv
• Announced that January 9, 2019 was the first meeting that she missed while serving on the Parks Recreation and Cultural Arts Commission and that she appreciates the Recreation and Community Services Department staff and all that they do.

Commissioner Crans
• Nothing to report.

Chair Olveda
• Encouraged the rest of the Parks, Recreation and Cultural Art Commissioners to participate in the upcoming Race on the Base.

Commissioner Murphy
• Requested staff to update Commissioner Hunter’s photograph and add it to the Park, Recreation and Cultural Arts Commission webpage.

10. ADJOURNMENT
The Parks, Recreation, and Cultural Arts Commission adjourned at 8:57 p.m. Motion/Second: Olveda/Hunter.

Attest: Steven Olveda, Chair

Emeline Noda, Recreation Manager
Recreation & Community Services Department