1. CALL TO ORDER

2. ROLL CALL
   Commissioner Crans
   Commissioner Doby
   Commissioner Hill
   Commissioner Hunter
   Commissioner Murphy
   Vice Chair Duran
   Chair Olveda

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 Regular Meeting of May 1, 2019, June 5, 2019, and July 10, 2019.

6. **STAFF REPORTS**

A. **Preview of New Contract Classes Being Added Fall 2019**  
This report provides the Parks, Recreation & Cultural Arts Commission with an inside look at some of the new contract classes within the Recreation and Community Services Department.

Recommendation: Commission receive and file.

B. **Serve Los Al Debrief**  
This report provides the Parks, Recreation & Cultural Arts Commission with a report on the “Serve Los Al” Citywide Volunteer Service Event.

Recommendation: Commission receive and file.

C. **Recap of the 2019 4th of July Fireworks Spectacular**  
This report provides the Parks, Recreation & Cultural Arts Commission with a recap of the 2019 4th of July Fireworks Spectacular.

Recommendation: Commission receive and file.

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 31st day of July 2019.

[Signature]

Theri Zenovka, Department Secretary
1. **CALL TO ORDER**
The Parks, Recreation and Cultural Arts Commission met in a Regular Session at 7:01 p.m., Wednesday, May 1, 2019, in the Council Chambers, 3191 Katella Ave., Chair Olveda presiding.

2. **ROLL CALL**
   - Present: Commission Members: Crans, Doby, Hill, Hunter, Murphy, Olveda
   - Absent: Commission Members: Duran
   - Present: Staff: Ron Noda, Recreation Manager
     - Emeline Noda, Recreation Manager
     - Les Johnson Development Services Director
     - Trini Zenovka, Department Secretary

3. **PLEDGE OF ALLEGLIANCE**
   Commissioner Murphy led 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: Doby/Murphy - February 6, 2019, Doby/Hill – March 6, 2019
   - Abstain: Duran/Hill – February 6, 2019, Hunter/Murphy March 6, 2019
   - Motion Carried: The Parks, Recreation and Cultural Arts Commission approved the Regular Meeting of February 6, 2019 and March 6, 2019.

6. **STAFF REPORTS**
   
   A. **Facility and Park Maintenance Update**
      Recreation Manager Ron Noda provided the Parks, Recreation and Cultural Arts Commission with a biannual update on facility and park maintenance. 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. Development Services Director Les Johnson, was present to introduce himself to the Parks, Recreation, and Cultural Arts Commission and to answer any questions they might have.
B. **Proposition 68**  
Recreation Manager, Ron Noda provided the Parks, Recreation and Cultural Arts Commission with information on California Proposition 68 - the Parks, Environment, and Water Bond. The General Election vote supported the measure to authorize $4 billion in general obligation bonds for state and local parks, environmental protection projects, water infrastructure projects, and flood protection projects. Staff is seeking recommendations from the Parks, Recreation & Cultural Arts Commission on how they would like to utilize the money if the City of Los Alamitos was awarded any funding.

The Parks, Recreation & Cultural Arts Commission initially voted on utilizing the potential funding, if received, on enhancements to the Community Center. Staff is seeking alternative direction from the PR&CA Commission for alternative recommendations as current discussion of plans for a potential new Civic Center including the Community Center has been discussed. The PR&CA Commission voted and recommended the following (Motion/Second: Doby/Hunter):

- Re-surfacing of the Laurel Park Tennis Courts (including a Pickleball Court)
- Labourdette Park Project
- Renovation of the Little Cottonwood Softball Diamond

The PR&CA Commission requested staff a report listing the Recreation CIP List for 2019-2020 at the next scheduled meeting.

C. **Race on the Base 2019**  
Recreation Manager Emeline Noda provided the Parks, Recreation & Cultural Arts Commission with an update of the Los Alamitos Recreation and Community Services Department 2019 Race on the Base. The Los Alamitos Race on the Base is the City’s largest special event and draws thousands of people to Los Alamitos. Race on the Base events include the popular 95.9 The Fish Reverse Triathlon, Jr. Reverse Triathlon, 10K Run, Honoring Our Fallen 5K Run/Walk with the Virtual 5K, 10K Wheelchair Race, and the popular Southland Credit Union Glow in the Dark Whimsical Fun Run. This year was the 38th annual event featuring military static displays with live music throughout the course, post-race food, a two-day Health & Fitness Vendor Expo, free race clinics, and newly designed traditional finisher medals and sublimated shirts that had a patriotic theme.

Sponsors play a significant role in the Race on the Base, not only financially, but also by helping to spread the word about the event to the patrons who frequent their businesses. The final amount in cash received and in-in-kind sponsorships decreased due to Southland Credit Union’s vacancy of title sponsorship.
Staff will add the following recommendations to the 2020 ROTB Event:

1. Submit Forms to State for Military Static Displays in April/May
2. Solicit static displays once approval is received
3. See about working with a race car group for static displays to attract a different crowd in addition to current participants

The winners of the 2019 Race on the Base Council & Commission Participation Challenge was awarded to Parks, Recreation & Cultural Arts Commission with the Largest Number Attending the event of six Commissioners and Highest Percentage of Participation at 85%. A plaque was presented to the Parks, Recreation & Cultural Arts Commission at the April 15, 2019 City Council Meeting.

7. ITEMS FROM THE RECREATION & COMMUNITY SERVICES DEPARTMENT
   Ron Noda, Recreation Manager
   • Thanked our newest “Creating Quality of Life” partner MemorialCare Miller Children’s & Women’s Hospital Long Beach and AYSO 150 of Los Alamitos for their partnership with Spring Carnival on April 20, 2019. He acknowledged those on the PR&CA Commission who attended as well as our staff: Recreation Supervisor - Megan Shimada, Recreation Coordinator - Steve Kim, Recreation Specialist - Samantha Kenny, Senior Recreation Leader - Samantha Todini and the rest of the recreation staff for organizing and working a great community event for all to enjoy.
   • Encouraged the PR&CA Commission to invite all of their coworkers, friends and neighbors to the Recreation & Community Services Department’s summer programs, camps, and events. The focus of the Department this summer is to improve all programs, camps, and events and the improvements that have been implemented will excite the community.

Emeline Noda, Recreation Manager
• Announced Donation Drives, Backpack, Fleece for Serve Los Al. The City of Los Alamitos collaborates with the Los Alamitos nonprofits on the Citywide volunteer service event “Serve Los Al” scheduled for June 21 and 22, 2019. Over 200 volunteers are needed to assist in a variety of service projects around the City, at several of the nonprofit locations, and City parks and facilities. We invite the PR&CA Commission to spread the word to encourage people to sign up for “Serve Los Al”.
• The City of Los Alamitos collaborated with HomeAid Essentials to host a Diapers and Wipes and local nonprofit Paper Goods Donation Drive. Mrs. Noda invited the community to join the City of Los Alamitos in this community-wide effort. Collections will be accepted Monday through Friday 7:30am to 5:30pm at the Los Alamitos Community Center through Wednesday, May 8th.
• Senior Prom’s Enchanted Forest will take place on Saturday, May 11, 2019 for Ages 50+ at the Los Alamitos Community Center. Tickets are currently on sale at the Community Center.

8. COMMISSIONER REPORTS
   Commissioner Doby
   • Nothing to report
Commissioner Hunter
• Nothing to report.

Commissioner Crans
• Nothing to report

Commission Hill
• Nothing to Report.

Commissioner Murphy
• Commissioner Murphy encouraged staff to continue to build relationship with incoming Los Alamitos Unified School District Superintendent Dr. Andrew Pulver.

Chair Olveda
• Chair Olveda was very pleased to see Vice-Chair Duran along with Superintendent Dr. Sherry Kropp and Council member Shelley Hasselbrink on the cover of Wednesday, April 24, 2019 Event-News Enterprise titled “New Era begins for Los Al Unified”.

9. **ADJOURNMENT**
The Parks, Recreation, and Cultural Arts Commission adjourned at 9:01 p.m.
Motion/Second: Commissioners Doby/Murphy.

Attest: ____________________________________________

Steven Olveda, Chair

__________________________________________________
Emeline Noda, Recreation Manager
Recreation & Community Services Department
MINUTES OF PARKS, RECREATION AND CULTURAL ARTS COMMISSION
OF THE CITY OF LOS ALAMITOS

REGULAR MEETING – WEDNESDAY, June 5, 2019

1. CALL TO ORDER
The Parks, Recreation and Cultural Arts Commission met in a Regular Session at 7:01 p.m., Wednesday, June 5, 2019, in the Council Chambers, 3191 Katella Ave., Vice Chair Duran presiding.

2. ROLL CALL

Present: 
Commission Members: Doby, Duran, Hunter, Murphy

Absent: 
Commission Members: Crans, Hill, Olveda

Present: 
Staff: Ron Noda, Recreation Manager
       Emeline Noda, Recreation Manager
       Megan Shimada, Recreation Supervisor
       Trini Zenovka, Department Secretary
       Erika Halberg, Community Service Coordinator

3. PLEDGE OF ALLEGIANCE
Vice Chair Duran led the Pledge of Allegiance.

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

5. MINUTES
Motion/Second: None
Abstain: Duran May 1, 2019, Crans/Hill/Olveda June 5, 2019
Motion Carried: The Parks, Recreation and Cultural Arts Commission deferred approval of the Regular Meeting of May 1, 2019 to the next scheduled meeting due to lack of quorum.

6. STAFF REPORTS
A. Facility Preview - Music and Movie Event Series
Recreation Manager Ron Noda provided the Parks, Recreation & Cultural Arts Commission a preview of the Los Alamitos Recreation and Community Services Department’s MemorialCare Miller Children’s & Women’s Hospital Long Beach 2019 Music and Movie Event Series. Four (4) Music and Movies events are held during the summer months. MemorialCare Miller Children’s & Women’s Hospital Long Beach is the title sponsor for the 2019 event series. All events are free to attend and provides the community with a fun-filled evening of activities including a live band, food vendors, children’s activities, bounce houses, photo area and arts and crafts followed by a movie. Events will begin
at 6:30pm with live entertainment with the movie beginning at approximately 8:00pm, dates and locations are as follows:

- Saturday, June 15, 2019 at Little Cottonwood Park and will feature the band Southland Mega Groove. After the live entertainment, the featured movie for the night will be Trolls. The “Crazy Hair Company” will come out and style kids with crazy hair to mimic the trolls in the movie.

- Saturday, June 29, 2019 at Sunburst Field at the Joint Forces Training Base and will have live music provided by the 4 Alarm Band. The featured movie for the night will be Star Wars: The Force Awakens. Arts & craft area will feature Star Wars Legos, and a dress up contest. Attendees are encouraged to come dressed as their favorite Star Wars character for a chance to win a prize.

- Saturday, July 13, 2019 at Orville R. Lewis Park and will have live music from the Mike Sullivan Band, presented by Randy Hill, Realtor. The band will also be raffling off a guitar to an audience member. The featured movie for the night will be Wreck-It-Ralph: Ralph Breaks the Internet and will have a video game truck from 6:30pm-8:00pm.

- Saturday, July 27, 2019 at the Los Alamitos School District Office Field and will have live music from the band – Hollywood Blonde. The featured movie for the night will be Disney’s Incredibles 2 and a visit from Elastagirl herself.

The Recreation and Community Services Department along with the Parks, Recreation, and Cultural Arts Commission invites the community to attend one or all of the MemorialCare Miller Children’s & Women’s Hospital Long Beach Music and Movies Event Series with family, neighbors, and friends.

B. Preview - 4th of July Fireworks Spectacular
Recreation Manager Ron Noda provided the Parks, Recreation & Cultural Arts Commission with information regarding the upcoming 32nd annual 4th of July Fireworks Spectacular scheduled for Thursday, July 4, 2019 at the Joint Forces Training Base. The annual 4th of July Fireworks Spectacular will be held at the Joint Forces Training Base (JFTB), marking its 32nd year of the event. Event is co-sponsored by the cities of Los Alamitos and Seal Beach and the Joint Forces Training Base. Approximately 15,000 people attend the free event to celebrate America’s birthday by viewing a spectacular firework display.

The main stage will have live entertainment provided by the 40th Infantry Division Band and The King Salmon Band. Event will be on the airfield with parking on the tarmac. The Family Area will be open from 4:00pm to 8:00pm and feature activities for the family to enjoy. A second stage will be in the family area and it will host a magic show performance beginning at 6:00pm. The second stage will also feature a donut eating and pie eating contest. Other activities will include large games such as corn hole, “Jenga”, and “Connect Four.” Free Face painters, balloon twisters, and caricature artists will also be located in the Family Area.
Staff is currently working with companies to obtain quotes for equipment rentals (light towers, port-a-potty units, traffic equipment rental, etc.) and contracted services (parking personnel, security, etc.). Due to the loss of the City of Cypress and the Community of Rossmoor sponsorship, there are increased costs in security, event staff and rental of the stage and sound this year.

Staff has submitted an amendment requesting for the Memorandum of Agreement (M.O.A.) between the Joint Forces Training Base and the City of Los Alamitos to include use of the Airfield. Also requested were static displays for aerial equipment and ground vehicles as well as the color guard and other military support. The JFTB is providing the licensing for the installation in-kind again this year due to the patriotic nature of the event and the partnership for the event. Due to some new regulations, Race on the Base net gain proceeds have been determined that they must benefit soldiers or the funds will need to go towards the U.S. Department of Treasury. Staff has determined that the 4th of July event does benefit soldiers with the patriotic holiday and the event will be offset by the Race on the Base net gain proceeds approximately $30,000.

Sponsorships are a large source of revenue to support the 4th of July Fireworks Spectacular and a total of $36,000 has been secured. Staff is currently recruiting food and commercial vendors for the 4th of July Fireworks Spectacular. The Los Alamitos City Council, Commission members and the community are invited to the Joint Forces Training Base to celebrate the 2019 4th of July event. The event will have live music, food that will be available to purchase, and concludes with a 22-minute long fireworks show beginning promptly at 9:00 pm. Entrance onto the Joint Forces Training Base will be on Lexington Drive and Orangewood Avenue.

C. Recreation & Community Services Department's Loyalty Program

Recreation Manager Emeline Noda provided the Parks, Recreation & Cultural Arts Commission a report on the Los Alamitos Recreation and Community Services Department’s Loyalty Program. The Los Alamitos Recreation and Community Services Department has developed a new Loyalty Program sponsored by MemorialCare Miller Children’s and Women’s Hospital Long Beach where participants can receive benefits year-round.

The program is similar to other private industry rewards programs/customer loyalty programs. The Loyalty Program is proposed for a fee of $49 (resident) or $52 (non-resident) per family per year. Once a family signs up for the program, they will receive invitation to Loyalty Program events, waived fees, contests for experiences, swag, priority registration, discount on City merchandise and programs, and preferred parking at selected City special events.

D. Recreation Capital Improvement Project List

Recreation Manager Ron Noda provided the Parks, Recreation and Cultural Arts Commission the 2019-2020 Capital Improvement Projects (C.I.P.) list relating to the Recreation and Community Services Department. C.I.P. is a planning document that identifies projects and equipment purchases funded by the Park Development Fund. The City of Los Alamitos C.I.P. list assists with
the maintenance/improvement City infrastructure whether it is new construction, expansion, renovation, or replacement.

Staff provided a list of 2019-2020 C.I.P. projects pertaining to the Recreation and Community Services Department for the PR&CA Commission to review and discuss. The Los Alamitos City Council will review the projects at the June 17, 2019 meeting along with the entire City of Los Alamitos 2019-2020 budget planning/implementation.

7. ITEMS FROM THE RECREATION & COMMUNITY SERVICES DEPARTMENT

Ron Noda, Recreation Manager

- Encouraged the PR&CA Commissioners to attend June 17, 2019 City Council meeting to receive proclamation for Parks Make Life Better month. July is recognized by the California Parks and Recreation Society (CPRS) as “Parks Make Life Better” month which is a statewide initiative to promote parks, recreational activities, and community services for people of all ages. To celebrate the Recreation & Community Services Department is offering the following FREE programs to the community:
  - Free admission during the month of July for pick-up sports
    - Pick-up soccer at Laurel Park on Tuesdays from 7:00pm-8:30pm
    - Pick-up basketball at Oak Gymnasium on Tuesdays from 8:30pm-10:00pm
    - Pick-up pickle ball at Laurel Park Tennis Courts on Tuesdays from 9:00am-11:00am
    - Pick-up volleyball at Oak Gymnasium on Thursdays from 8:30pm-10:00pm
  - Free arts & craft workshop for children ages 5 to 12 years old at the Los Alamitos Community Center on Saturday, July 20 from 1:30pm-3:30pm. *pre-registration is required
  - Free contract classes
    - Line Dancing
    - U-Jam Fitness
    - Yoga
  - Visit the pop-up dog park with your furry family member at Laurel Park from July 8 to July 29. Pop-up dog park hours are Monday to Sunday from 8:00am-7:00pm.
  - Social media contest and prizes such as fall Friday Night Lights Flag Football registrations, fall AYSO Region 159 registrations, gift certificates from local businesses, and gift certificates for Los Alamitos Recreation & Community Services classes and programs.
- The Recreation and Community Services purchased gift items for the Police and Public Works Department to show thanks for their hard work throughout the year.
- Encouraged the PR&CA Commission to invite all of their coworkers, friends, family and neighbors to attend one or all of the MemorialCare Miller Children’s & Women’s Hospital Long Beach Music and Movies Event Series.
- Requested that the July PR&CA Commission meeting be held on Wednesday, July 10, 2019 at the Community Center due to the 4th of July Fireworks Spectacular.
Emeline Noda, Recreation Manager

- Invited the PR&CA Commission to spread the word to encourage people to sign up for Serve Los Al, visit the MemorialCare Miller Children’s & Women’s Hospital Long Beach Health Expo, and participate in the Donation, Backpack, and Fleece Drives. The City of Los Alamitos collaborates with the Los Alamitos nonprofits on the Citywide volunteer service event that is scheduled June 21 and 22, 2019. Over 200 volunteers are needed to assist in a variety of service projects around the City, at several of the nonprofit locations, and City parks and facilities. Marketing for the event included 2,500 door hangers.

- Provided an overview on the Recreation and Community Services Department annual Staff In-Service training which included a guest motivational speaker, outline the Department’s goals and objectives, scenarios to encourage sound judgement, and team building activities.

- City of Los Alamitos Staff will be presenting the Fiscal Sustainability presentation at the June 7 Los Alamitos Chamber Breakfast held at Madera’s Steakhouse and encouraged the PR&CA Commission to attend.

- Updated the PR&CA Commission on summer programs.
  - Day Camp with an average of 50-60 campers and 6-8 Counselor in Training (C.I.T.)
  - Park Program with an average of 20-25 participants at each site.
  - Summer Preschool with 20 participants in each session.
  - Los Alamitos Volunteer Program (L.A.V.P.) with 80 members this summer.

- Informed the PR&CA Commission that one of the part time recreation employees have recently been diagnosed with cancer and will begin treatment shortly. Requested the PR&CA Commission to keep the employee in their thoughts.

Megan Shimada, Recreation Supervisor

- Thanked Vice Chair Duran for being the emcee at the MemorialCare Miller Children’s and Women’s Hospital Long Beach Spring Carnival presented by AYSO Region 159.

- The Los Alamitos Recreation & Community Services Department Fall Brochure & City News will be sent out to residence the week of July 8, 2019.

- Encouraged the PR&CA Commission to attend Serve Los Al. Informed the PR&CA Commission there are 30 volunteers registered for the Pet Shelter Blanket Service Project.

Erika Halberg, Community Services Coordinator

- School supplies donation for the quarterly donation drive will be accepted at the MemorialCare Miller Children’s & Women’s Hospital Long Beach Music and Movies Event Series.

8. COMMISSIONER REPORTS

Commissioner Doby
- Nothing to report

Commissioner Hunter
- Nothing to report.
Vice Chair Duran
- Nothing to report

Commissioner Murphy
- Nothing to report.

9. **ADJOURNMENT**
The Parks, Recreation, and Cultural Arts Commission adjourned at 8:21 p.m. Motion/Second: Commissioners Hunter/Murphy.

Attest:                                            Steven Olveda, Chair

Emeline Noda, Recreation Manager
Recreation & Community Services Department
MINUTES OF PARKS, RECREATION AND CULTURAL ARTS COMMISSION
OF THE CITY OF LOS ALAMITOS

SPECIAL MEETING – WEDNESDAY, July 10, 2019

1. CALL TO ORDER
The Parks, Recreation and Cultural Arts Commission (PR&CA) met in a Special Session at 6:12 p.m., Wednesday, July 10, 2019, 2019, in the Community Center, 10911 Oak St., Vice Chair Duran presiding.

2. ROLL CALL

Present: Commission Members: Doby, Duran, Hill, Murphy

Absent: Commission Members: Crans, Hunter, Olveda

Present: Staff: Ron Noda, Recreation Manager
Emeline Noda, Recreation Manager
Trini Zenovka, Department Secretary

3. PLEDGE OF ALLEGIANCE
Vice Chair Duran led the Pledge of Allegiance.

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

5. MINUTES
Motion/Second: None
Abstain: Duran May 1, 2019; Crans/Hill/Olveda June 5, 2019; Crans/Hunter/Olveda July 10, 2019
Motion Carried: The Parks, Recreation and Cultural Arts Commission deferred approval of the Regular Meeting of May 1, 2019 and June 5, 2019 to the next scheduled meeting due to lack of quorum.

6. STAFF REPORTS
A. 2019 Park/Facility Tour
Recreation Manager Ron Noda and Emeline Noda provided the Parks, Recreation and Cultural Arts Commission with a tour of various parks and facilities the City manages, owns, and programs. The tour provided commissioners the opportunity to become familiar with amenities at each site. The PR&CA Commission visited Roberts Park, The Youth Center, Oak Middle School Gymnasium and Field, Coyote Creek Trail and Bikeway, Stansbury Park, McAuliffe Field, Laurel Park, Labourdette Park, Little Cottonwood Park, Sterns Park, Orville R. Lewis Park, and Soroptimist Park.
The PR&CA Commission requested staff to look into the following items.
- Replace missing tools at the bike maintenance station at Coyote Creek Park.
- Recycle trash cans at all parks.
- Sterns Park not being mowed.
- Mow vendor not cleaning up after themselves properly at Orville R. Lewis Park.

7. ITEMS FROM THE RECREATION & COMMUNITY SERVICES DEPARTMENT

Ron Noda, Recreation Manager
- The next Music and Movies will be on July 13, 2018 at Orville R. Lewis Park. The final Music and Movies event will be on Saturday, July 27, 2019 at the Los Alamitos School District Office Field.
- Provided information on National Night Out at Little Cottonwood Park on Tuesday, August 6, 2019 from 5:00-8:00 p.m.
- Thanked all the PR&CA Commissioners who came to celebrate 4th of July Fireworks Spectacular at the Joint Forces Training Base.
- Announced that he and Emeline Noda, Recreation Manager will be out of the office from July 19 - August 5, 2019. During their absence, Supervisor Megan Shimada will serve in their capacity. If you have any questions or require assistance, please contact Megan via telephone or email.

Emeline Noda, Recreation Manager
- Fall planning has begun.
  - Escape Room - provided some new preliminary information on the upcoming Escape Rooms being offered at the Community Center during the months of October – November. Registration will be available soon.
  - Winter Wonderland - the City of Los Alamitos Recreation and Community Services Department is having its annual Winter Wonderland event on December 7, 2019 on Pine Street. Sponsorship opportunities will be available on the City’s website soon.
  - Family Dance – MemorialCare Miller Children’s & Women’s Hospital Long Beach Fly Me to the Moon Family Dance on Saturday, September 28, 2019 from 6:00 – 9:00 p.m. in the Oak Middle School Gymnasium.

8. COMMISSIONER REPORTS

Commissioner Doby
- Thanked staff for 4th of July.

Commissioner Murphy
- Thanked staff for 4th of July.

Commissioner Hill
- Nothing to report.
Vice Chair Duran
- Thanked staff for 4th of July and for assisting resident that approach him at Music and Movie event about the dead tree.

9. ADJOURNMENT
The Parks, Recreation, and Cultural Arts Commission adjourned at 8:23 p.m. Motion/Second: Commissioners Doby/Hill.

Attest:                      Steven Olveda, Chair
__________________________

Emeline Noda, Recreation Manager
Recreation & Community Services Department
City of Los Alamitos
PARKS, RECREATION & CULTURAL ARTS
AGENDA REPORT

MEETING DATE: August 7, 2019
ITEM NUMBER: 6A

To: Chair Steven Olveda & Members of the Parks, Recreation and Cultural Arts Commission

Presented By: Emeline Noda, Recreation Manager

Via: Megan Shimada, Recreation Supervisor

Subject: Preview of New Contract Classes Being Added Fall 2019

SUMMARY

This report provides the Parks, Recreation & Cultural Arts Commission an inside look at some of the new contract classes within the Recreation and Community Services Department.

RECOMMENDATION

Commission receive and file.

BACKGROUND

The City of Los Alamitos offers the community a wide variety of specialty programs, classes and camps through contract instructors. The use of contract instructors allows the Recreation and Community Services 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 Recreation and Community Services Recreation Brochure in order to keep up with program trends and public interest. The process of adding a new class requires several steps including recruitment, class proposal submission, meeting/interview with the instructor, signing a contract, facility booking, and finally registration.

DISCUSSION

City staff received some feedback from the public patrons, class registrants, and the Parks Recreation & Cultural Arts Commission in regards to the contract class offerings. There was an overwhelming response to increase programming after school and on the weekends to accommodate working families and their busy schedules. There was also
a request to increase programming in education, special interest, and teen programming. As a result the following classes have been coordinated to begin taking place in the Fall 2019 season and Winter 2020 season.

Fall 2019 Weekend Programming

Ballet/Tap Combo- Saturdays for ages 5-7
Hip Hop- Saturdays for ages 5-12
Music & Movement- Saturdays for ages 1-2 & parents
Music & Movement- Saturdays for ages 2-3 & parents
Palette Up! Parent & Me-Painting & Pastries- Saturdays for ages 11+ & parents
Petit Ballet- Saturdays for ages 2.5-5
Preschool Art Innovators- Saturdays for ages 3.5-5
Youth Art Innovators- Saturdays for ages 6-11
Woodshop Holidays Gifts- Saturdays for ages 5-9
Woodshop Holidays Gifts- Saturdays for ages 10+

Fall 2019 Afterschool Programming

Creative Sculpture- Tuesdays for ages 5-12
Lego Mind Storm Robotics- Thursdays for ages 5-12
Robot Building Workshop- Thursdays for ages 5-12
Self Defense Karate Class- Tuesdays for ages 14+
Woodshop Holidays Gifts-Tuesdays for ages 5-9
Woodshop Holidays Gifts-Tuesdays for ages 10+

Winter 2020 Programming Goals

Dream Board/Goal Setting for youth and teens
Drum Circle Class for youth and teens
Fitness Classes in partnership Tribe Functional Fitness for adults
Guitar Class for youth and teens
Jiu Jitsu for all ages
Navigating Social Media in partnership with the OC Health Department for parents/teens
Parenting in Today’s Society in partnership with the OC Health Department for parents
Piano Class for youth and teens
Positive Principles for Youth in partnership with the OC Health Department for parents
Stroller “Parent & Me” Fitness

FISCAL IMPACT

Due to the revenue sharing nature with the instructors of the contract classes, the classes and camps are a consistent source of revenue for the City that helps offset the cost of operating and maintaining the facility. Staff expenditures for coordinating the classes include: staff to recruit and organize the instructors, produce and mail the Recreation Brochure, set up and tear down for each class/camp, and staffing the facility
when classes/camps take place. The percentage the City receives in revenue for the classes helps to offset these costs. The City collects all registration fees for the classes and camps, and then cuts a check to the instructors according to the agreed upon commission split. Every registration that occurs in the Recreation and Community Services Department also has a processing fee attached. The $4.00 processing fee assist with the offsetting of city staff to complete the registration process.
City of Los Alamitos  
PARKS, RECREATION & CULTURAL ARTS  
AGENDA REPORT  

MEETING DATE: August 7, 2019  
ITEM NUMBER: 6B  

To: Chair Steven Olveda & Members of the Parks, Recreation and Cultural Arts Commission  

Presented By: Emeline Noda, Recreation Manager  

Subject: Serve Los Al Debrief  

SUMMARY  
This report provides the Parks, Recreation & Cultural Arts Commission with a report on the “Serve Los Al” Citywide Volunteer Service Event.  

RECOMMENDATION  
Commission receive and file.  

BACKGROUND  
The Los Alamitos Recreation and Community Services Department offers a wide variety of events and programs for all ages. Social service programs fall under the umbrella of the Community Services element of the Department.  

In recent years, the Partners for Progress nonprofit organization that was once made up of the Executive Directors of the local nonprofits dissolved. This group was the avenue to network and work together to discuss community calendars and create information sharing opportunities. Since this left a gap in the community, Mrs. Noda had the goal to organize an informal group among the nonprofits and the City and work towards a common goal, share knowledge and resources and host a citywide calendar.  

Recreation Manager Emeline Noda met with Amy Payne from Summer Harvest and Amy Lakin from Casa Youth Shelter to brainstorm how to kick off the Nonprofit Network Collaborative Group and came up with a Citywide Day of Service Event. The service event would entail a variety of service projects coordinated on one day throughout the City and would incorporate large labor type projects that large groups of volunteers from the community can participate in, developed by the non-profits and the City. This idea is modeled after the City of Huntington Beach Week of Service. It is a great way for the community to connect with local nonprofits and for bigger projects to get completed.
Amy Payne invited the local nonprofit leaders to a meeting on February 16, 2018 at 9:00 a.m. in the Community Center. The overall goal was to continue collaborative service type projects year round such as the Canned Food Drive at Winter Wonderland and develop a Citywide calendar to better coordinate among the groups and the City when scheduling events. The hope was that the group would naturally develop into an informal network type group that can meet on a regular basis and work together to do positive projects for the City as a whole.

The inaugural Serve Los Al Event was developed from this group and took place on June 29-30, 2018 and was successful with 200 volunteers in its first year and a first annual Health Fair Clinic. From the first year event, the committee expanded the second annual Serve Los Al to include resident projects and a shelter animal projects, and a new outdoor Health Expo, in addition to the nonprofit and City projects and indoor Health Fair. Since the first meeting in February 2018, the group has met on a monthly basis to network and share roundtable discussion on each organization’s programs, events and activities. The three donation drives the City developed which is sponsored by Southland Credit Union have all been successful as well to benefit all the nonprofits.

**DISCUSSION**

The last Serve Los Al event just recently occurred on Saturday, June 21-22, 2019. The event had approximately 200 volunteers over two days with more projects than the first year event. The following notes were discussed for consideration at the Serve Los Al Debrief meeting:

- **Time of Year**
  - Change to September due to summer vacations for the Los Alamitos Unified School District
- **Projects**
  - Mobile Home Park – Window Washing
    - Need different equipment
    - Feel good activity for volunteers that is not too taxing
    - Delivery of succulent plant was well received
    - Possible additions to project:
      - Maybe minor repairs
      - Mobile pet grooming – Royal Oak
      - Dog walking
  - Most volunteers would like to volunteer for 2 hours
  - Large yardwork projects needs
    - Safety glasses
    - Masks
  - Blue List – Find families that need additional assistance
  - Pet Expo
- Vendors, food, training, collars
- Free spay and neuter
- Free vaccinations on site
- Pet parade – costume contest
- OC Sherriff – K9 demonstration or Long Beach
- Pet projects – blanket making
- OC Parks – wild animals demonstration
- Pet adoption
  - Health Clinic
    - Discard medications - Police
  - Corporate
    - Property Owners
  - Care packages to military
  - Honoring Our Fallen project
  - Second Harvest Food Bank Distribution
- Sponsorships
  - Product sponsors – Ganahl
  - Trash – Republic Services
  - Small Businesses – sponsor a project – lawn sign
- Involvement
  - Need more business involvement through the Chamber
    - Corporate Challenge
  - School District
  - Youth Sports Organizations
  - Church organizations
  - Challenge
    - Categories
    - Most People involved
    - Award - Money back to a charity of their choice
      - Need judges
- Create more community awareness
  - Banners
  - Similar to Relay for Life – ribbons
  - Presentation – Slideshow to Chamber, School District, community groups, etc.
- Identify Projects
  - Code enforcement – identifying people who are not able to take care of their property
  - Application process – submit photos, letters, screen projects, beautifying the City
  - Base – identify Veterans
- Serve Los Al Branding to include
  - Health Expo
    - Massage, Blood Donation, cheek swab
    - MemorialCare – Breast Exams
    - Heart Monitoring Service – Kids Screening
- Pet Expo
  - Develop Database of volunteers that can work year round

FISCAL IMPACT

Serve Los Al supplies total approximately $3,800 for shirts, Love Our Cities website, and miscellaneous supplies. Staffing costs is approximately $1,350 for a total budget of $5,150.

Sponsors for the event include: MemorialCare Miller Children’s & Women’s Hospital Long Beach at $2,500 towards the Health Expo, Southland Credit Union at $3,000 for the shirts, and Cottonwood Church at $250 for insurance totaling: $5,750 that covers the entire cost of the event. Additional sponsors will be sought for future expansion of the event.
City of Los Alamitos
PARKS, RECREATION & CULTURAL ARTS
AGENDA REPORT

MEETING DATE: August 7, 2019
ITEM NUMBER: 6C

To: Chair Steven Olveda & Members of the Parks, Recreation and Cultural Arts Commission

Presented By: Ron Noda, Recreation Manager

Subject: Recap of the 2019 4th of July Fireworks Spectacular

SUMMARY

This report provides the Parks, Recreation & Cultural Arts Commission with a recap of the 2019 4th of July Fireworks Spectacular.

RECOMMENDATION

Commission receive and file.

BACKGROUND

The annual 4th of July Fireworks Spectacular is produced by the city of Los Alamitos with financial support from the City of Seal Beach and hosted by the Joint Forces Training Base (JFTB).

The 4th of July Fireworks Spectacular offered the attendees a wide selection of food options, vendors, live music entertainment, and a 22-minute firework show. This year, the 4th of July Fireworks Spectacular brought out an estimated 14,000 people onto the Joint Forces Training Bases with several residents being able to view the firework show off the base in neighborhoods that surrounds the instillation.

DISCUSSION

There were several highlights to the 4th of July Fireworks Spectacular:

Sponsors

Sponsorships continue to be a priority of the Recreation and Community Services staff even though it poses a significant challenge with the number of other events and
programs the Department seeks donations for, in addition to the other non-profits in town who also compete for these dollars. Last year, $28,500 was secured and this year a total of $28,000 was raised. Below is the list of sponsors for 2019:

- Premier Community Partner
  - Republic Services - $15,500
- Super Star
  - Orange County Supervisor, Michelle Steel - $5,000
- Shining Star
  - Golden State Water - $2,500
- Rising Star
  - Charles Abbot Associates - $1,000
  - Shops at Rossmoor - $1,000
  - The Gas Company - $1,000
  - Sea Air Federal Credit Union - $1,000
  - Run Seal Beach - $1,000

Donations

The 2018 4th of July Fireworks Spectacular was co-produced with the city of Cypress with donations received from the city of Seal Beach, the Community of Rossmoor, and the JFTB Non-Appropriated Funds-Marine, Welfare, and Recreation (NAF-MWR).

This year, the City of Cypress vacated the 4th of July Fireworks Spectacular event and implemented their own event held on July 3 at Cypress City College. The City of Cypress provided in-kind resources such as police officers, recreation and public works employees, and the stage utilized for the event. Contracted services, rental equipment and extra Los Alamitos Recreation & Community Services Department staff was brought on for the 2019 event due to the departure of Cypress.

The Community of Rossmoor Board voted to not support the 4th of July Fireworks Spectacular citing a minimum number of Rossmoor residences do not view the firework show or attend the event. Rossmoor’s contribution to the 2018 event was in the amount of $8,000.

The JFTB NAF-MWR did not support the 2019 4th of July Fireworks Spectacular. Their contribution in 2018 was in the amount of $5,000.

Fireworks

The Fireworks Display shot by Fireworks America totaled $32,000. Shell sizes of 5", 6", 8" and 10" were fired off, giving a fuller and higher show and allowing residents not on the JFTB to see the fireworks display better. The 22-minute show lit up the night sky for thousands inside and outside of the Base to view. Many participants visited sites that surrounds the Joint Forces Training Base such as Arbor Park, the fields at St. Hedwig, Orville R. Lewis Park, and Little Cottonwood Park to name a few.
Family Fun Area

The family fun zone was expanded for the 2019 event. Free activities included two caricature artists, three balloon twisters, and three face painters. The family fun zone also increased the number of giant board games, provided a 45 minute magic show, and held a pie eating contest.

Main Stage

The King Salmon Band kicked off the event by providing entertainment on the main stage from 4:00 – 6:00 p.m. The 40th Infantry I.D. Band followed up until the firework show at 9:00 p.m.

Vendors

The 4th of July Fireworks Spectacular partners with the Army & Air Force Exchange Services (AAFES) for the vendors. There were a total of nine food vendors and five commercial vendors that were present for the event. The Los Alamitos Recreation & Community Services Department also sold light up toys and balloons.

FISCAL IMPACT

The budget for the 4th of July Fireworks Spectacular stems from the city of Los Alamitos General Fund for Public Works employees’ overtime, part-time Recreation Leaders, supplies, fireworks, and contracts. Revenue is sought to offset the direct costs for the event and are also accounted for in the city of Los Alamitos General Fund. Indirect costs for Recreation and Community Services full-time staff, overhead for the departments and other City departments are not included in the figures listed below and are a part of the contributions the city provide to support the event.

The following figures are estimates. The 4th of July Fireworks Spectacular netted $76,479 in revenues with a direct expense of $75,806 resulting in the event having a surplus of $673. The surplus will be deposited into a 4th of July Reserve Account to be utilized for future 4th of July Fireworks Spectacular events.

The majority of the revenue ($30,996) was money carried over from the 2018 Race on the Base event. Surplus from the Race on the Base event are utilized for the 4th of July Fireworks Spectacular to benefit the Joint Forces Training Base and soldiers.