CITY OF LOS ALAMITOS
3191 Katella Avenue Los Alamitos, CA 90720

AGENDA
PARKS, RECREATION, AND
CULTURAL ARTS COMMISSION
REGULAR MEETING

October 7, 2020 – 6:00 p.m.

SAFETY ALERT – NOTICE REGARDING COVID-19

Due to COVID-19, the City of Los Alamitos Parks, Recreation and Cultural Arts Commission on July 1, 2020 will be conducted by videoconference pursuant to the provisions of the Governor’s Executive Orders N-25-20 and N-29-20. The public may access the meeting electronically or telephonically.

Pursuant to Executive Orders and given the current health concerns, members of the public may not attend the meeting in person. Members of the public can access the meeting by phone by dialing +1 (301) 715-8592 and enter the Meeting ID: 858 5375 5544. Your microphone will be disabled upon entry for the duration of the meeting.

The public can submit comments to moda@cityoflosalamitos.org with the subject line “PUBLIC COMMENT ITEM #” (insert the item number relevant to your comment) or “PUBLIC COMMENT NON-AGENDA ITEM.” Comments received by 12:00 p.m. will be compiled, provided to the Parks, Recreation and Cultural Arts Commission and made available to the public before the start of the meeting. Staff will not read email comments at the meeting but the official record will include all email comments received until the close of the meeting.

Members of the public wishing to verbally deliver comments via the telephone conference can submit their requests to moda@cityoflosalamitos.org until the close of the public comment period. The Department Secretary will compile a list of speakers who have indicated a desire to speak. Before the close of the meeting, the Department Secretary will announce each speaker, enable the speaker’s microphone, and begin the three minute timer. The speaker’s microphone will automatically be disabled at the end of three minutes.

All speakers shall observe civility, decorum and good behavior. Any item submitted to the Parks, Recreation and Cultural Arts Committee during the meeting shall become public record and subject to applicable disclosure laws.
NOTICE TO THE PUBLIC – This Agenda contains a brief general description of each item to be considered. Except as provided by law, action or discussion shall not be taken on any item not appearing on the agenda. Supporting documents, including staff reports, are available for review at City Hall in the City Clerk’s Office or on the City’s website at www.cityoflosalamitos.org once the agenda has been publicly posted.

Each matter on the agenda, no matter how described, shall be deemed to include any appropriate motion, whether to adopt a minute motion, resolution, payment of any bill, approval of any matter or action, or any other action. Items listed as “for information” or “for discussion” may also be the subject of an “action” taken by the City Council at the same meeting.

Any written materials relating to an item on this agenda submitted to the City Council after distribution of the agenda packet are available for public inspection online at www.cityoflosalamitos.org.

It is the intention of the City of Los Alamitos to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee, or a participant at this meeting, you will need special assistance beyond what is normally provided, please contact the City Clerk’s Office at (562) 431-3538, extension 220, 48 hours prior to the meeting so that reasonable arrangements may be made.

1. CALL TO ORDER

2. ROLL CALL
Commissioner Bandak
Commissioner Crans
Commissioner Hill
Commissioner Nefulda
Commissioner Orozco
Vice Chair Murphy
Chair Duran

3. ORAL COMMUNICATIONS
The public can submit comments to rmoda@cityoflosalamitos.org with the subject line “PUBLIC COMMENT ITEM #” (insert the item number relevant to your comment) or “PUBLIC COMMENT NON-AGENDA ITEM.” Comments received by 12:00 p.m. will be compiled, provided to the Parks, Recreation and Cultural Arts Commission, and made available to the public before the start of the meeting. Staff will not read email comments at the meeting but the official record will include all email comments received until the close of the meeting.

Members of the public wishing to verbally deliver comments via the telephone conference can submit their requests to rmoda@cityoflosalamitos.org until the close of the public comment period. The Department Secretary will compile a list of speakers who have indicated a desire to speak. Before the close of the meeting, the Department Secretary will announce each speaker, enable the speaker’s microphone, and begin the three minute timer. The speaker’s microphone will automatically be disabled at the end of three minutes.

4. APPROVAL OF MINUTES
A. Approval of the Minutes for the Regular Meeting of September 2, 2020.
5. PRESENTATION
   A. Measure Y

   B. California Parks and Recreation Society (CPRS) District 10 Presentation

6. STAFF REPORTS
   A. Fall Classes, Programs, and Events
      This report provides the Parks, Recreation & Cultural Arts Commission with a preview of upcoming fall classes, programs, and events.

      Recommendation: Commission receive and file.

7. ITEMS FROM THE RECREATION & COMMUNITY SERVICES DEPARTMENT

8. COMMISSIONER REPORTS
   A. 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.

8. ADJOURNMENT

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing Agenda was posted at the Los Alamitos City Hall, 3191 Katella Ave. and online at www.cityoflosalamitos.org not less than 72 hours prior to the meeting. Dated this 1st day of October 2020.

Trini Zenovka, Department Secretary
MINUTES OF PARKS, RECREATION AND CULTURAL ARTS COMMISSION
OF THE CITY OF LOS ALAMITOS

REGULAR MEETING – WEDNESDAY, September 2, 2020

1. CALL TO ORDER
The Parks, Recreation and Cultural Arts Commission met in a Regular Session at 6:01 p.m., Wednesday, September 2, 2020, via Zoom, Chair Duran presiding. As a result of the State of Emergency in California due to the threat of COVID-19 and pursuant to Governor Newsom Executive Order N-25-20 issued on March 12, 2020, all members of the Parks, Recreation, and Cultural Arts Commission attended telephonically.

2. ROLL CALL
Present: Commission Members: Bandak, Crans, Duran, Hill, Murphy, Nefulda, Orozco
Absent: Commission Members: None
Present: Staff: Emeline Noda, Acting Director of Recreation & Community Services
Ron Noda, Acting Deputy City Manager
Steve Kim, Recreation Coordinator
Trini Zenovka, Department Secretary

3. ORAL COMMUNICATION
The public can submit comments to rmoda@cityoflosalamitos.org with the subject line “PUBLIC COMMENT ITEM #” (insert the item number relevant to your comment) or “PUBLIC COMMENT NON-AGENDA ITEM.” Comments received by 12:00 p.m. will be compiled, provided to the Parks, Recreation and Cultural Arts Commission and made available to the public before the start of the meeting. Staff will not read email comments at the meeting but the official record will include all email comments received until the close of the meeting.

Members of the public wishing to verbally deliver comments via the telephone conference can submit their requests to rmoda@cityoflosalamitos.org until the close of the public comment period. The Department Secretary will compile a list of speakers who have indicated a desire to speak. Before the close of the meeting, the Department Secretary will announce each speaker, enable the speaker’s microphone, and begin the three-minute timer. The speaker’s microphone will automatically be disabled at the end of three minutes.

Chair Duran opened Oral Communications.

Acting Deputy City Manager, Ron Noda stated no public comments were received. Chair Duran closed Oral Communications.

4. APPROVAL OF MINUTES
Motion/Second: Orozco/Murphy
Motion Carried 6/0 (Duran Abstained): The Parks, Recreation and Cultural Arts Commission approved the Regular Meeting of September 2, 2020.

ROLL CALL VOTE
Chair Duran Abstained
Vice Chair Murphy Aye
Commissioner Bandak Aye
Commissioner Crans Aye
Commissioner Hill Aye
Commissioner Nefulda Aye
Commissioner Orozco Aye

5. STAFF REPORTS

A. Virtual Community Center
   This report provides the Parks, Recreation & Cultural Arts Commission with information regarding the Los Alamitos Recreation and Community Services Department in providing a free Virtual Community Center located online and uploaded weekly with new information, activities, and classes for the community to enjoy.

   Acting Director of Recreation & Community Services Emeline Noda summarized the staff report.

B. Enrichment Explorers Program
   This report provides the Parks, Recreation & Cultural Arts Commission with information regarding the upcoming Enrichment Explorers Program. Starting this September, the Day Camp program plans to transition to an enrichment program to provide support for families during hybrid schooling. Parents working outside the home and working from home indicated the need for childcare with the hybrid school schedule.

   Community Services Coordinator Steve Kim summarized the staff report.

C. Preview of September City Events
   This report provides the Parks, Recreation & Cultural Arts Commission with a preview of the upcoming September City events. The Los Alamitos Recreation and Community Services Department has modified upcoming events according to COVID-19 restrictions to keep the community as safe as possible, while still being able to enjoy community events.

   Acting Director of Recreation & Community Services Emeline Noda summarized the staff report.

6. ITEMS FROM THE RECREATION & COMMUNITY SERVICES DEPARTMENT

Ron Noda, Acting Deputy City Manager
• The City of Los Alamitos is undertaking an Active Transportation Plan (ATP) to improve access, mobility, and safety for non –motorized modes of travel, including walking, bicycling, and riding transit. The first Community Presentation to learn more about the ATP will be via Zoom on September 3, 2020 from 5:30 p.m. – 7:00 p.m.
• A new blueprint for business sector re-opening was unveiled by Governor Newsom on August 28, 2020, which includes a color-coded, tiered system that will used to measure the COVID-19 spread rate/positive test percentage. Orange County is currently in a blended purple/red tier; and, with our numbers trending in the right direction, is on track to transition to the red tier on September 8, 2020. Counties must remain at each tier for a minimum of 21 days. Up-to-date information is available on the website at www.cityoflosalamitos.org.

• Information on the City of Los Alamitos Measure Y - The Quality of Life, 911 Police Response, Business/Job Protection Measure information is on the City’s main webpage.

• The City of Los Alamitos Grocery Program was highlighted in the California Parks & Recreation Official Magazine Summer 2020, featured It’s All About You, the City of Los Alamitos who strive to “Create Quality of Life” for its community on a daily basis during COVID. The Recreation Department created a Virtual Community Center filled with free activities, classes, education contents that patrons could enjoy from the comfort of their home. Also began a free drive through weekly grocery distribution with their Senior Grocery Program sponsored by Second Harvest Food Bank and provided groceries to over 2000 households as of June 2020.

Emeline Noda, Acting Director of Recreation & Community Services Department

• The Department Activity Guide for Fall will be available on September 15, and will be up to date and as accurate as possible before it goes live for registrants. Classes for the Fall will begin on September 21, 2020. We will continue to keep you updated on any changes relating to programming and events, in the event restrictions are eased.

• The City of Los Alamitos Recreation and Community Services Department staff designed a new enrichment program similar to day camp programming, weekly options only, similar fees, and maximum registration of 40 participants per week. We are prepared to provide childcare needs, before and after school, and working parent’s needs as schools reopens in person classes modified classes and distance learning.

Trini Zenovka, Recreation Department Secretary

• We are continuing to provide our Senior Club Membership with weekly zoom meetings topic discussions and well check on all of our senior registrants and members. We will be offering to our Senior Club Members next Thursday the FIRST Drive-Up Birthday Celebration Ice Cream Social. These celebrations will be on the second Thursday of each month from 1:00 – 1:30 p.m. Each month will be themed to keep them engaged and stay connected.

7. COMMISSIONER REPORTS

Commission Bandak
• Adapted well to the daily changing climate of COVID – thank you for your continued good work.

Commissioner Crans
• Inquired Community Center ADA and Road Construction Survey beginning January 2021.

Commissioner Hill
- Commended staff for a fantastic job.

Commission Nefulda
- Good Job! Nothing to report.

Commissioner Orozco
- Good Job, keep it going.

Vice Chair Murphy
- Nothing to report.

8. ADJOURNMENT
The Parks, Recreation, and Cultural Arts Commission adjourned at 6:54 p.m.
Motion/Second: Crans/Duran

Attest: Alex Duran, Chair

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

MEETING DATE: October 7, 2020
ITEM NUMBER: 6A

To: Chair Alex Duran & Members of the Parks, Recreation and Cultural Arts Commission

Presented By: Emeline Noda, Acting Director of Recreation & Community Services

Subject: Recreation Fall Offerings

SUMMARY

This report provides the Parks, Recreation & Cultural Arts Commission with a preview of Recreation fall offerings.

RECOMMENDATION

Commission receive and file.

BACKGROUND

The Los Alamitos Recreation and Community Services Department has modified upcoming classes, programs, and events in accordance to COVID-19 restrictions. Guidelines and protocols are set to keep the community as safe as possible and to offer the community quality of life classes, programs, and events.

DISCUSSION

Outdoor/Indoor Classes - Classes are continuing outdoors and virtually in accordance with the latest Public Health guidance. Approximately 115 community members are participating in programming, including youth and adult dance, music, art, and exercise classes, and youth sports. The Community Center is planning to open on Monday, October 5 at limited capacity.
Enrichment Program transformed into Afternoon Rec and will now transition to a new T/TH only class called S.T.A.R. which stands for Science, Technology, Arts and Recreation for kids ages 5-12.
Ready, Set, Go! Preschool Program – Sponsored by Southland Credit Union, the Ready, Set, Go! Preschool Program has approximately 20 students enrolled in the Monday-Friday classes for ages 4 & 5 year olds. Per Center for Disease Control (CDC) guidelines, parents are not allowed in the preschool building and utilize the Lifecubby app to check-in/check-out their child. The Lifecubby app also contains a virtual parent board where the newsletter and curriculum are posted. Parents have provided positive feedback of the preschool program with all the changes per CDC guidelines.

Outdoor Church Rental - Grace Community Church rents the outdoor courtyard space of the Community Center from 8:00 a.m. to noon every Sunday. Currently, there is a maximum capacity for indoor facility use so the outdoor space has served as a good alternative.

Youth Sports – Youth Sports current guidelines restrict practices to clinic style only and no on-site school use is available. Staff is utilizing Little Cottonwood Park as the location for youth sports to occur. Currently, there are nine registrations for the Jr. Superstar, 15 total registrations for the basketball training camp, five registrations for the Jr. Pee Wee Basketball program, and four for the Parent & Me Basketball program. Staff is developing a Monday and Wednesday Sports and Rec for Kids class from 3:30 p.m. to 4:45 p.m. offered at Little Cottonwood Park.
Field Rentals - In order to rent a facility (field and gymnasium), a completed application, a certificate of liability insurance, and endorsement with specific verbiage pertaining to the City of Los Alamitos must be submitted. Due to COVID-19, it is also required that all field users provide a formal plan of what protocols the organization will implement to ensure the safety of their participants, spectators, and coaches based on the current CDC's youth sports training guidelines. No games, tournaments, or scrimmages are currently allowed to occur.

Friday Night Lights Flag Football currently has a permit to utilize Laurel Park on Fridays from 4:00 p.m. - 8:30 p.m. Once all required documentation is submitted, St. Hedwig's Pony Baseball will utilize the field on Mondays from 4:30 p.m. - 6:30 p.m. and AYSO Region 159 will be utilizing the field on Tuesdays and Thursdays from 4:00 p.m. - 8:30 p.m.

**Senior Grocery Program, Zoom & Wellness Calls** – The Senior Grocery Program continues to serve 160+ seniors each Tuesday at Cottonwood Church. Cottonwood Church provides the host location and additional volunteers to supplement the staff. Each week staff potentially has to bag all produce for the program. The bagging of produce requires a large number of staff and volunteers due to the short time frame from delivery to distribution.

Staff is continuing with weekly online Zoom meetings with the Senior Club and bimonthly wellness calls to all 280 seniors among all of the City's senior programs. The seniors appreciate staying connected with staff through the COVID-19 Pandemic.

Below is an email received by staff from a Senior Club participant on great feedback of the Zoom social hour below:

**From:** gail wells  
**Sent:** Thursday, September 24, 2020 3:39 PM  
**To:** Trini Zenovka <TZenovka@cityoflosalamitos.org>  
**Subject:** Thursday are GREAT

*Looking at your list of today's topic, it was amazing. Thank you for taking notes (so do I).*

*Thursday has been for over 2 1/2 years, a day to look forward to. Catered lunch, seeing friends from the center, seeing Bingo friends, then getting to play Bingo, oh yeah, special day.*

*Having things close down was at first a little unbelievable. Not sure of what was going on. How long would it last, how serious was it??
Having Los Al’s community center friends calling to see if I was okay and needed anything, really helped. Not sure about our Zoom meetings and how they would go, but it has proven to be a really fun time to look forward to and has made Thursday a special day again. Our Zoom Senior Club members have gotten to know each other, gotten to laugh with each other, and just enjoyed being with each other. We were acquaintances before, now we are friends. And Los Al’s comm ctr is a part of that.

I so look forward to Thursday. I plan everything around it. Now, you’ve added "ice cream social". How special!!! Thennnnnnnn Bingo!! 15 minutes, 45 minutes, however many minutes we play it is an added bonus.

Thank you Trini

Los Alamitos Senior Club Drive-Up Ice Cream Social – Staff organized a Drive-Up Ice Cream Social for Los Alamitos Senior Club members on Thursday, September 10 to celebrate September birthdays. Approximately 25 seniors attended and expressed appreciation to see other members and staff after six months of not being able to visit the Community Center. The ice cream was a welcomed treat for the seniors on a hot September day. Staff will continue the drive-up ice cream social each month on the second Thursday and will add a small Bingo game with gift bags as prizes at the next event.
Escape Los Al – Starting in mid-October, Escape Los Al will be taking reservations. This year the Recreation Department has put together one room based on the popular movie "Hocus Pocus". The room will be transformed into the witch sisters' cottage for the participant to solve a variety of puzzles and brainteasers to make their way out each room to the escape the witches' lair.

Winter Camp – Winter Camp will be offered this year between the weeks of December 21-31. Day Camp is sponsored by Southland Credit Union and are for youth ages 5 to 12 years old. Participants can receive 20% off their registration by becoming a member of Southland Credit Union.
Events

Drive-Up Film & Food Fest - The Los Alamitos Recreation and Community Services Department is planning a new series of events called “Los Alamitos Drive-In Film and Food Fest” on specific Fridays that will take place at the Los Alamitos Youth Baseball Parking Lot (awaiting approval). The event series consists of a drive-in movie with food vendors and food trucks. In order to protect public health and slow the transmission of novel coronavirus (COVID-19), the event is taking place via drive-in. Registration is required for this event and the cost of admission is $10 per vehicle. The price also includes a free, themed goodie bag. Staff will be seeking sponsors for the event.

Below is the tentative list of films for the event series:

- October 16 - The Sandlot
- October 30 - Hocus Pocus
- November 6 - Aladdin Live Action
- November 20 - Free Birds
- December 4 - The Grinch
- December 18 - Elf
**Drive-Thru Trunk or Treat ("Judges needed for vehicle parade")** – The MemorialCare Millers Children’s and Women’s Hospital of Long Beach Drive-Thru Trunk or Treat will be held on Saturday, October 24 from 6:00-9:00pm. Reservations are required for the event, as any drive-up vehicles without a reservation will not be admitted. The community can begin to reserve their spot starting on October 1 through Eventbrite.

The free event is a fun, safe alternative for families with participants wearing face covering and remaining in their vehicles during the entire event. Families are encouraged to decorate their vehicles to participate in the contest for best-decorated vehicles for prizes sponsored by MemorialCare.

---

**Los Alamitos**

**Recreation & Community Services**

Creating Quality of Life

---

**Drive-Thru Trunk-or-Treat**

Free Admission!

Saturday, October 24 | 6:00-9:00PM

Entrance starts on Pine & Florista

---

**Reservation Required**

No drive-ups without prior reservation

**Reservations available October 1st**

https://drive-thrutrunktreat.eventbrite.com

---

A fun, SAFE Halloween event for families |
Face coverings are required during the entire event |
Participants must remain in vehicles |

---

JOIN US BY DRESSING UP & DECORATING YOUR VEHICLE FOR A CHANCE TO WIN A SPOOKY PRIZE!

---

*Event subject to change or cancellation due to COVID-19 guidelines based on restrictions in place at the time of event.*

www.cityoflosalamitos.org/recreation
**Halloween Decorating Contest (‘Judges needed October 27) –** A new Halloween Decorating Contest will be held on Tuesday, October 27. Judges from the community will judge a first place and second place award for each Los Alamitos neighborhood. Winners will receive their award by the end of the week before Halloween.

**Alternatives to Trick-or-Treating –** As an alternative to trick-or-treating, staff is creating Spooky Egg Hunt Halloween kits with 15 confetti eggs (donated by Grateful Hearts), Halloween stickers, bubbles from MemorialCare, and a branded Los Alamitos Recreation & Community Services Department flashlight. Bags are suggested for $10 donation to the Los Alamitos Recreation & Community Services Department scholarship fund to assist Los Alamitos families in need to be able to participate in Recreation programs and classes.
**Family Day** - Staff are planning a Family Day in place of Family Gala. The event is scheduled to take place in the Community Center on Saturday, November 14 with limited participants and social distancing. Face coverings will also be required. Pending COVID-19 guidelines, staff will be prepared to postpone the date if needed. Activities include rotating activities/rooms including: an Art Workshop, Cooking Demo, Instagram Backdrop Photoshoot, Escape Room, Kahoot Trivia, and Minute to Win It Games. Each room will be sanitized between each use. Tickets are $10 per person and a max of six per family may book a time slot. Points will be assigned for each room and a $300 family prize will be awarded following the event. Staff will also conduct a community family scavenger hunt and the winning family will win $150. This event is sponsored by MemorialCare Miller Children & Women’s Hospital Long Beach. This is another example of the Recreation & Community Services Department’s creativity in modifying and adjusting existing programming to continue to keep the community engaged during COVID-19.

![Family Day Poster]

**Santa Calls & Holiday Decorating Contest** - The annual Holiday Decorating Contest will be held on Wednesday, December 16. Judges from the community will judge a first place and second place award for each Los Alamitos neighborhood. Winners will receive their award that they may place in their yard the week of December 21.

On Thursday, December 17, Santa Calls are scheduled to take place at the Community Center. Letters are requested to be dropped off to the Community Center that included the child’s name, age, interests, sibling names and phone number. Santa along with Rudolph and the elves will call to greet each child Happy Holidays and encourage them to stay on the nice list all year long.
**Toy Drive** - The third annual Toy Drive presented in cooperation with Southland Credit Union is scheduled to take place as a Drive-Up Donation Toy Drive on Wednesday, December 2 from 4:00 p.m. to 7:00 p.m. at the Los Alamitos Community Center. This drive benefits the Nonprofit Network Group, as they are the recipients of the donated items.
**Winter Wonderland** – Winter Wonderland is typically held the first Saturday of the month at St. Isidore Historical Plaza and Pine Street. Due to COVID-19, the event is proposed to take place as a Drive-Up Winter Wonderland Light Show with tree lighting, carolers, a holiday movie, and food trucks. Staff is trying to secure the host location and currently working with Epson to see if it might fit to be a good partnership opportunity with Epson’s large parking lot. The parking lot could accommodate up to 300 cars socially distanced. The event would not require reservations due to the capacity. MemorialCare Miller Children’s and Women’s Hospital is the current title sponsor and staff will be seeking other sponsorships once the location is secured.

![Winter Wonderland Poster]

**FISCAL IMPACT**

Costs for the majority of these events are offset by event sponsorships from MemorialCare Miller Children's and Women's Hospital Long Beach and Southland Credit Union. Classes and programs are offset by program registration by participants enrolled.