

# CITY OF LOS ALAMITOS

3191 Katella Avenue Los Alamitos, CA 90720

## **SPECIAL AGENDA** **PARKS, RECREATION, AND** **CULTURAL ARTS COMMISSION** **MEETING**

August 4, 2021 – 6:00 p.m.

**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 the Recreation & Community Services Department or on the City's website at [www.cityoflosalamitos.org](http://www.cityoflosalamitos.org) once the agenda has been publicly posted.

Any written materials relating to an item on this agenda submitted to the Parks, Recreation & Cultural Arts Commission after distribution of the agenda packet are available for public inspection at the Recreation & Community Services Department, 10911 Oak St., Los Alamitos CA 90720, during normal business hours. In addition, such writings or documents will be made available for public review at the respective public meeting.

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 Recreation & Community Services Department at (562) 430-1073, extension 540, 48 hours prior to the meeting so that reasonable arrangements may be made. Assisted listening devices may be obtained from the Parks, Recreation & Cultural Arts Commission Secretary at the meeting for individuals with hearing impairments.

Persons wishing to address the Parks, Recreation & Cultural Arts Commission on any item on the Parks, Recreation & Cultural Arts Commission Agenda should complete a yellow "Request to Speak" card and will be called upon at the time the agenda item is called or during the Parks, Recreation & Cultural Arts Commission's consideration of the item and may address the Parks, Recreation & Cultural Arts Commission for up to three minutes.

**1. CALL TO ORDER**

**2. ROLL CALL**

Commissioner Bandak  
Commissioner Beck  
Commissioner K. Duran  
Commissioner Joseph  
Commissioner Orozcó  
Vice Chair Murphy  
Chair A. Duran

**3. PLEDGE OF ALLEGIANCE**

**3. 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.

**4. APPROVAL OF MINUTES**

Approval of the Minutes for the Regular Meeting of May 5, June 2, and July 7, 2021.

**5. STAFF REPORTS**

**A. 2021 Park/Facility Tour**

This report provides the Parks, Recreation & Cultural Arts Commission with a schedule of the various parks in Los Alamitos that the Commission will be touring with City staff from the Recreation and Community Services. The Commission will receive a verbal report of potential ideas for future improvements and plans for each site.

Recommendation: Commission receive, file, proceed with site visits and provide feedback of Los Alamitos parks/facilities according to the schedule in staff report.

**6. ITEMS FROM THE RECREATION & COMMUNITY SERVICES DEPARTMENT**

**7. 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](http://www.cityoflosalamitos.org) not less than 72 hours prior to the meeting. Dated this 29th of July 2021.



Trini Zenovka, Department Secretary

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

**REGULAR MEETING – WEDNESDAY, July 7, 2021**

**1. CALL TO ORDER**

The Parks, Recreation and Cultural Arts Commission met in a Special Session at 7:00 p.m., Wednesday, July 7, 2021, online via Zoom with Chair A. 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, A. Duran, K. Duran, Murphy

**Absent:** Commission Members: Joseph, Absent  
Beck, Absent  
Orozco, Absent

**Present:** Staff: Emeline Noda, Acting Director of Recreation & Community Services  
Samantha Kenny, Community Services Coordinator  
Katie Howard, Recreation Specialist  
Alix Anderson, Senior Recreation Leader  
Connor Crook, Senior Recreation Leader  
Cassidy Given, Senior Recreation Leader  
Hagen Given, Senior Recreation Leader  
Jack Stevens, Recreation Leader

**3. ORAL COMMUNICATION**

The public can submit comments to [enoda@cityoflosalamitos.org](mailto:enoda@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 [enoda@cityoflosalamitos.org](mailto:enoda@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 A. Duran opened Oral Communications.

Acting Director of Recreation & Community Services Department Emeline Noda stated no public comments were received. Chair A. Duran closed Oral Communications.

#### 4. APPROVAL OF MINUTES

Motion/Second: N/A

Tabled: The Parks, Recreation and Cultural Arts Commission approved the Regular Meeting of May 5, 2021, and June 7, 2021, due to lack of quorum.

#### 5. STAFF REPORTS

##### A. Specialty Camps and Classes

This report provides the Parks, Recreation & Cultural Arts Commission with information regarding specialty camps and classes.

Senior Recreation Leader, Cassidy Given, summarized the staff report.

##### B. Weaver Elementary 5<sup>th</sup> Grade Year-end Event

This report provides the Parks, Recreation & Cultural Arts Commission with information regarding the Weaver Elementary 5<sup>th</sup> Grade Year-end event that took place on Wednesday, June 9 at Weaver Elementary School.

Community Services Coordinator, Samantha Kenny, summarized the staff report.

##### C. Employee of the Quarter

This report provides the Parks, Recreation & Cultural Arts Commission with information regarding the Los Alamitos Recreation & Community Services Department Employee of the Quarter.

Acting Director of the Recreation and Community Services Department, Emeline Noda, summarized the staff report.

#### 6. ITEMS FROM THE RECREATION & COMMUNITY SERVICES DEPARTMENT

Emeline Noda, Acting Director of Recreation & Community Services Department

- August 4, 2021, we will be meeting in person for the annual Facility/Park Tour meet at City Council chambers, dinner will be provided at 5:30 p.m.
- Announced the Week of Los Al, Serve Los Al, Race of Los Al is in full planning mode, currently have 100+ registered for the Race event. Jason Bruton, Special Events Supervisor is overseeing the entire week of events.
- For Serve Los Al online community projects, we are looking for senior resident homes, if you have any neighbors that require some assistance in minor repair, painting, and landscaping projects. Please provide name, address and contact phone number and we will contact to schedule the service project.

- Announced new Recreation Supervisor, Joanna Contreras, who comes from the City of Tustin will begin working July 19, 2021.
- Senior Club will resume in person on July 15, 2021 and Dine N Dough House on August 10, 2021.
- Masks are no longer required if you are fully vaccinated indoors.
- Thank you to Chair Duran and Commissioner K. Duran for attending Bingo Birthday Celebration Drive Up event on June 10, 2021, at 10:00 a.m. at the Community Center parking lot. The seniors really enjoyed seeing and being able to have conversations with the each of you.
- Recap, we had 3,500 in attendance for the 4<sup>th</sup> of July event at the Joint Forces Training Base. It was a successful event and those who attended had a great time.
- Day Camp is full on a weekly basis with 90 to 100 children per day, we are currently at \$92,000 in revenue, pre-COVID goal was \$95,000. We are doing amazing! The children are good listeners and are having a blast!
- Parks Programs is working out really well with Monday, Wednesday, and Friday at Little Cottonwood Park and Tuesday and Thursday at Orville Lewis Park. The children go to the different sites and they are loving the change. Currently, we have 60 children attending Little Cottonwood and 30 at Orville Lewis Parks.
- Preschool we are currently at 14 registrants per class.
- Music and Movies Event Series, we increased our capacity due to no show rate. Spots are available for July 10 and July 24, 2021, both events will be at Little Cottonwood Park.

## 7. COMMISSIONER REPORTS

### Commissioner Bandak

- The 4<sup>th</sup> of July event was great, and we had a lot of fun, getting onto the base was smooth. Requested staff for additional lighting in the VIP area as well as improving sound and exiting procedures.

### Commissioner K. Duran

- Nothing to Report

### Vice Chair Murphy

- Experienced the same concerns as Commissioner Bandak at the 4<sup>th</sup> of July events. The parking was a challenge for those attending with an SUV. Also recommended to improve exiting procedure for the VIP designated area. We loved the show and very excited to be there with our kids and with other families. I love attending all activities from the City of Los Alamitos along residents, friends, other families, the community, and everything! Thank you for doing this event every year!

### Chair A. Duran

- Chair A. Duran recommended to fellow Commissioners to attend a Bingo Birthday Celebration Drive Up event if their schedule permits as it is a rewarding experience.

**8. ADJOURNMENT**

The Parks, Recreation, and Cultural Arts Commission adjourned at 8:14 p.m.  
Motion/Second: A. Duran/Bandak

Attest:

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Alex Duran, Chair

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Emeline Noda  
Acting Director of Recreation & Community Services  
Recreation & Community Services Department

# **City of Los Alamitos**

## **PARKS, RECREATION & CULTURAL ARTS**

### **AGENDA REPORT**

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**MEETING DATE: August 4, 2021**

**ITEM NUMBER: 5A**

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

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

**Subject: 2021 Park/Facility Tour**

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#### **SUMMARY**

This report provides the Parks, Recreation & Cultural Arts Commission with a schedule of the various parks in Los Alamitos that the Commission will be touring with City staff from the Recreation and Community Services Department and Development Services Department.

#### **RECOMMENDATION**

Commission receive, file, proceed with site visits and provide feedback of Los Alamitos parks/facilities according to the schedule in staff report.

#### **BACKGROUND**

The Parks, Recreation and Cultural Arts Commissioners has visited the parks and facilities that are owned, operated, and/or utilized by the City for programs, events and/or passive recreation for the past several years. The goals is for the Commissioners to become more familiar with the sites and amenities provided at each location. The Commission will receive a verbal report of potential ideas for future improvements and plans for each site.

#### **DISCUSSION**

In order for the Parks, Recreation and Cultural Arts Commissioners to make the informed recommendations to the City Council, it is important for the Commissioners to be familiar with the various parks and facilities the City manages, owns, and programs, as well as the amenities at each site. Staff from the Recreation and Community Services Department and Development Services Department will provide the

Commission with a tour of the following sites the Commission determined would be beneficial for Commissioners to visit.

Tonight's site visit schedule will be as follows:

- Orville R. Lewis Park (3662 Kempton Drive)
- Stansbury Park (3711 Toland Avenue)
- Laurel Park (10862 Bloomfield Street)
- Labourdette Park (4401 Howard Avenue)
- Little Cottonwood Park (4000 Farquhar Avenue)
- Sterns Park (3811 Farquhar Avenue)
- Soroptimist Park (10822 Pine Street)
- Roberts Park (10911 Oak Street)
- The Youth Center (10909 Oak Street)
- Oak Middle School Gymnasium & Field (10821 Oak Street)
- Community Center (10911 Oak Street)

**Fiscal Impact:**

Future improvements and plans for the parks will be incorporated into the CIP projects in future fiscal years.