

CITY OF LOS ALAMITOS
Community Center
10911 Oak Street, Los Alamitos, CA 90720

PARKS, RECREATION AND CULTURAL ARTS COMMISSION
AGENDA
SPECIAL MEETING

Wednesday, July 13, 2022 – 7:00 PM

SAFETY ALERT – NOTICE REGARDING COVID-19

Pursuant to the provisions of the Governor’s Executive Orders N-25-20 and N-29-20, some members of the City of Los Alamitos City Council may participate by videoconference.

The public may access the meeting in person. If you wish to attend the Parks, Recreation, and Cultural Arts Commission meeting in person, the Council Chamber is located at 3191 Katella Ave., Los Alamitos, California 90720, will have seating for this meeting and the public shall have the right to observe and offer public comment at this location.

Masks will be required before entering the Council Chamber. Seating will be available based on six feet of social distancing. The City of Los Alamitos continues to follow the Centers for Disease Control and Prevention (CDC) guidelines and these provisions are subject change with short notice.

Please consider carefully before attending this meeting in person and keep a six foot distance from others as much as possible. Please do not attend this meeting in person if you have traveled out of state and/or you have had direct contact with someone who has travelled or tested positive for Coronavirus (COVID-19), or you are experiencing symptoms such as coughing, sneezing, fever, difficulty breathing or other flu-like symptoms.

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 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 501, 48 hours prior to the meeting so that reasonable arrangements may be made.

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 Gallagher
Commissioner Joseph
Vice Chair Murphy
Chair A. Duran

3. PLEDGE OF ALLEGIANCE

Chair Duran will lead the 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. APPROVAL OF MINUTES

Approval of the Minutes for the Regular Meeting of February 2, 2022, April 6, 2022, May 4, 2022, June 1, 2022, and Special Meeting of June 20, 2022.

6. STAFF REPORTS

A. Findings Required by AB 361 for the Continued Use of Teleconferencing for Meetings (Recreation)

For the Parks, Recreation & Cultural Arts Commission to continue to have the option to meet via teleconference during the pandemic, AB 361 requires the Parks, Recreation & Cultural Arts Commission to make specific findings at least every thirty (30) days.

Recommendation:

Make the following findings by a majority vote of the Parks, Recreation & Cultural Arts Commission:

- a. A state of emergency has been proclaimed by California's Governor due to the COVID-19 pandemic, and continues to be in effect;
- b. The Parks, Recreation & Cultural Arts Commission has reconsidered the circumstances of the state of emergency; and

- c. State and local officials continue to recommend measures to promote social distancing to slow the spread of COVID-19.

B. Recreation and Community Services Department Budget FY 22-23 (Recreation)

This report provides the Parks, Recreation & Cultural Arts Commission with information regarding the Fiscal Year (FY) 2022-2023 Recreation and Community Services Department budget.

Recommendation:

Commission receive and file.

C. Senior Needs Assessment Findings and Recommendations (Recreation)

This report provides the Parks, Recreation, & Cultural Arts Commission an update regarding the results of the Senior Needs Assessment for 2022.

Recommendation:

Commission receive and file.

D. Week of Los Al Preview (Recreation)

This report provides the Parks, Recreation & Cultural Arts Commission a preview of the Week of Los Al.

Recommendation:

Commission receive, discuss, and provide feedback and/or recommendations.

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 Los Alamitos City Hall, 3191 Katella Ave. and online at www.cityoflosalamitos.org not less than 72 hours prior to the meeting. **Dated this 7TH day of July 2022.**



Trini Zenovka, Department Secretary

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

REGULAR MEETING – WEDNESDAY, February 2, 2022

1. CALL TO ORDER

The Parks, Recreation and Cultural Arts Commission met in a Regular Session at 7:00 p.m., Wednesday, February 2, 2022, in the Council Chambers, 3191 Katella Ave., Chair Duran presiding.

2. ROLL CALL

Present: Commission Members: Beck, A. Duran, K. Duran, Joseph, Murphy

Absent: Commission Members: Bandak (excused)

Present: Staff: Emeline Noda, Director of Recreation & Community Services
Jennifer Sisoev, Recreation Manager
Joanna Contreras, Recreation Supervisor
Gilberto Arteaga-Ceja, Recreation Specialist

3. PLEDGE OF ALLEGIANCE

Chair Duran led the Pledge of Allegiance.

4. ORAL COMMUNICATION

Chair Duran opened Oral Communications. There being no one present requesting to speak, Chair Duran closed Oral Communications.

5. APPROVAL OF MINUTES

Motion/Second: Joseph/Beck

Abstain: Bandak

Motion Carried: The Parks, Recreation and Cultural Arts Commission approved the Regular Meeting of January 12, 2022.

6. STAFF REPORTS

A. Findings Required by AB 361 for the Continued Use of Teleconferencing for Meetings

For the Parks, Recreation & Cultural Arts Commission to continue to have the option to meet via teleconference during the pandemic, AB 361 requires the Parks, Recreation & Cultural Arts Commission to make specific findings at least every thirty (30) days.

Recreation Director, Emeline Noda summarized the staff report.

Unanimously, the Parks, Recreation and Cultural Arts Commission approved the option to meet via teleconference during the pandemic.

B. Partnership Program Update

This report provides the Parks, Recreation & Cultural Arts Commission with an update on the 2022 My City My Los Al Partnership Program.

Recreation Manager, Jennifer Sisoiev, summarized the staff report.

C. Senior Needs Assessment

This report provides the Parks, Recreation, & Cultural Arts Commission an update regarding the implementation of the Senior Needs Assessment for 2022.

Recreation Specialist, Gilberto Arteaga-Ceja summarized the staff report.

D. 2021 Accomplishments

This report provides the Parks, Recreation & Cultural Arts Commission with a summary of the 2021 Recreation & Community Services Department accomplishments.

Recreation Director, Emeline Noda summarized the staff report.

7. ITEMS FROM THE RECREATION & COMMUNITY SERVICES DEPARTMENT

Emeline Noda, Director of Recreation & Community Services Department

- Spring Brochure has been mailed and is available online.
- The Recreation & Community Services Department will be holding its annual Weekend of Art event at the Community Center sponsored by Orange County Supervisor Katrina Foley on Friday, March 18 through Saturday, March 19 at the Los Alamitos Community Center. The exhibition will open Friday from 5:00 p.m. to 8:00 p.m. and Saturday from 10:00 a.m. to 8:00 p.m. with stage performances, art demonstrations and vendor fair set for Saturday, March 19. All ages are welcome to submit three different pieces of art in any medium. Information and applications can be found on our website, www.cityoflosalamitos.org/recreation.
- The 2022 Special Event Vendor Packet was emailed out to businesses and organizations who have previously participated in recent events. This packet allows vendors the ability to register for multiple events at once and well in advance and streamline the process.

Joanna Contreras, Recreation Supervisor

- President's Week Camp, sponsored by Southland Credit Union from February 21 – 25, 2022.
- Co-ed Youth Volleyball League to begin in March – May 2022.
- Simultaneously, Track and Field program will begin for 1st-8th Grade beginning April – May 2022.
- We are currently recruiting for Recreation Leaders, please share with your friends, family, and colleagues. More information is listed on the City's website.

8. COMMISSIONER REPORTS

Commissioner Beck

- Nothing to Report

Commissioner Joseph

- Nothing to Report

Commissioner K. Duran

- Nothing to Report

Vice Chair Murphy

- Thank the Los Alamitos Police Department for receiving a call about 2½ weeks from a police officer outside of my home to let me know that the light inside of the vehicle was left on just in case you were wondering if your vehicle would not start in the morning. This was very thoughtful to take the time to notify me, greatly appreciated.

Chair Duran

- Thanked the Los Alamitos Police Department as our diligent patrol noticed something unusual and knocked on our door to check to see if everything was alright as someone had attempted to break into one of my vehicles. The Police Department will be receiving a thank you letter in a few days.

9. ADJOURNMENT

The Parks, Recreation, and Cultural Arts Commission adjourned at 7:53 p.m.

Attest:

Alex Duran, Chair

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

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

REGULAR MEETING – WEDNESDAY, April 6, 2022

1. CALL TO ORDER

The Parks, Recreation and Cultural Arts Commission met in a Regular Session at 7:35 p.m., Wednesday, April 6, 2022, in the Council Chambers, 3191 Katella Ave., Chair Duran presiding.

2. ROLL CALL

Present: Commission Members: Bandak, Beck, A. Duran, Joseph, Murphy

Absent: Commission Members: K. Duran (excused), Joseph (excused)

Present: Staff:
Emeline Noda, Director of Recreation & Community Services
Jennifer Sisoev, Recreation Manager
Joanna Contreras, Recreation Supervisor
Steve Kim, Recreation Supervisor
Samantha Kenny, Recreation Coordinator
Lauren Pavelec, Clerical Assistant
Alix Anderson, Recreation Specialist
Gilberto Arteaga-Ceja, Recreation Specialist
Cassidy Given, Community Services Coordinator

3. PLEDGE OF ALLEGIANCE

Chair Duran led the Pledge of Allegiance.

4. ORAL COMMUNICATION

Chair Duran opened Oral Communications. There being no one present requesting to speak, Chair Duran closed Oral Communications.

5. APPROVAL OF MINUTES

Due to lack of quorum from the February meeting, the Parks, Recreation and Cultural Arts Commission deferred the approval of minutes for the Regular Meeting of February 2, 2022.

Motion/Second: Bandak/Murphy
Abstain: N/A

Motion Carried: The Parks, Recreation and Cultural Arts Commission approved the Regular Meeting of March 2, 2022.

6. STAFF REPORTS

A. Findings Required by AB 361 for the Continued Use of Teleconferencing for Meetings

For the Parks, Recreation & Cultural Arts Commission to continue to have the option to meet via teleconference during the pandemic, AB 361 requires the Parks, Recreation & Cultural Arts Commission to make specific findings at least every thirty (30) days.

Recreation Director, Emeline Noda summarized the staff report.

Motion/Second: Beck/Bandak

Abstain: N/A

Motion Carried: The Parks, Recreation and Cultural Arts Commission the option to meet via teleconference during the pandemic.

B. 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.

Recreation Manager, Jennifer Sisoiev summarized the staff report.

C. Preschool Age Programs

This report provides the Parks, Recreation & Cultural Arts Commission with a preview of Preschool Age Programs.

Community Services Coordinator, Cassidy Given summarized the staff report.

D. Los Alamitos Volunteer Program (L.A.V.P.), Counselors in Training (C.I.T.) and Youth In Government

This report provides the Parks, Recreation & Cultural Arts Commission upcoming programming for Los Alamitos Volunteer Program / Youth in Government / Counselors in Training.

Recreation Coordinator, Samantha Kenny summarized the staff report.

E. Labourdette Park Renovation Proposal

This report provides the Parks, Recreation and Cultural Arts Commission with the proposed renovations of Labourdette Park.

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

7. ITEMS FROM THE RECREATION & COMMUNITY SERVICES DEPARTMENT

Emeline Noda, Director of Recreation & Community Services Department

- Please join us in congratulating Steve Kim as our new Recreation Supervisor. Steve has been with the City since 2013 and started as a Recreation Leader and worked hard through the years, rising through the ranks to Recreation Supervisor.
- Thank you for coming out, judging, supporting and walking through the Weekend of Art and appreciating the art. Our creative team worked really hard on this event and the PTA Reflections Artwork was a success. We received many compliments at the district level, and they have requested to continue our partnership for this event.
- Recreation and Community Services staff along with the City Manager, Mayor, Mayor Pro Tem, and Park, Recreation & Cultural Arts Commissioners will attend the California Park and Recreation Society (CPRS) District 10 Awards and Installation Banquet on Thursday, April 7, 2022, at the Center at Founders Village in Fountain Valley. Volunteer Merit Award Winners will be recognized including Cottonwood Church and the 5th Grade Team at Lee Elementary School. The 5th Grade Team at Lee will be unable to attend due to their Open House and will be recognized at the May 16 City Council meeting.
- Parks Recreation and Cultural Arts Chair, Vice-Chair and Commissioners are invited to attend June 20, 2022, City Council Meeting at 6:00 p.m. to receive Proclamation for Parks Make Life Better Month. July is recognized by the California Parks and Recreation Society (CPRS) as "Parks Makes Life Better" month.

Joanna Contreras, Recreation Supervisor

- The Recreation team was excited for the promotion of Mackenzie Dunlop from Recreation Leader to Senior Recreation Leader. Mackenzie began working for the Recreation and Community Services Department in April 2021 and has grown her knowledge and skill level and is a fantastic team member and leader.
- We have 50 participants registered for Co-ed Youth Volleyball League and are in the fourth week of the program. The teams are very excited and have their own team banners for display. Games are every Friday at Oak Middle School Gym between 6:00 – 8:00 p.m.
- Next Tuesday we will begin our co-ed youth track and field program. The program is for participants in 1st-8th grade and consists of one practice per week at Oak Middle School from April 12 through May 24. The program currently has 35 participants enrolled. We currently have two staff that are track and field athletes and they are excited to share their wisdom.

8. COMMISSIONER REPORTS

Commissioner Bandak

- Nothing to Report

Commissioner Beck

- Nothing to Report

Vice Chair Murphy

- Nothing to Report

Chair Duran

- Amazing job as always! Thank you for everything!

9. ADJOURNMENT

The Parks, Recreation, and Cultural Arts Commission adjourned at 8:21 p.m.

Attest:

Alex Duran, Chair

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

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

REGULAR MEETING – WEDNESDAY, May 4, 2022

1. CALL TO ORDER

The Parks, Recreation and Cultural Arts Commission met in a Regular Session at 7:00 p.m., Wednesday, May 4, 2022, in the Council Chambers, 3191 Katella Ave., Chair Duran presiding.

2. ROLL CALL

Present: Commission Members: Bandak, Beck, A. Duran, K. Duran

Absent: Commission Members: Joseph (excused), Murphy (excused)

Present: Staff: Emeline Noda, Director of Recreation & Community Services Department
Jennifer Sisoiev, Recreation Manager
Anthony Vasquez, Acting Public Works Supervisor
Joanna Contreras, Recreation Supervisor
Steve Kim, Recreation Supervisor
Samantha Kenny, Recreation Coordinator
Alejandro Gonzalez Lecumberri, Recreation Coordinator
Alix Anderson, Recreation Specialist

3. PLEDGE OF ALLEGIANCE

Chair Duran led the Pledge of Allegiance.

4. ORAL COMMUNICATION

Chair Duran opened Oral Communications. There being no one present requesting to speak, Chair Duran closed Oral Communications.

5. APPROVAL OF MINUTES

Due to lack of quorum from the February meeting, the Parks, Recreation and Cultural Arts Commission deferred the approval of minutes for the Regular Meeting of February 2, 2022, and April 6, 2022.

Motion/Second: Bandak/Duran
Abstain: N/A

Motion Carried: The Parks, Recreation and Cultural Arts Commission approved the Regular Meeting of March 30, 2022.

6. INSTALLATION OF NEW COMMISSIONERS

Director of Recreation & Community Services, Emeline Noda gave the Oath of Office and installed Janet Gallagher as Parks, Recreation and Cultural Arts (PR&CA) Commissioners.

7. STAFF REPORTS

A. Findings Required by AB 361 for the Continued Use of Teleconferencing for Meetings

For the Parks, Recreation & Cultural Arts Commission to continue to have the option to meet via teleconference during the pandemic, AB 361 requires the Parks, Recreation & Cultural Arts Commission to make specific findings at least every thirty (30) days.

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

Motion/Second: Beck/Bandak

Abstain: N/A

Motion Carried: The Parks, Recreation and Cultural Arts Commission the option to meet via teleconference during the pandemic.

B. Summer Program Preview

This report provides the Parks, Recreation & Cultural Arts Commission a report on the upcoming summer camps, classes, and programs.

Recreation Specialist Alix Anderson, Recreation Supervisors Steve Kim and Joanna Contreras summarized the staff report.

C. Facility and Park Maintenance

The Public Works Division oversees the maintenance of facilities and park maintenance. This report provides the Parks, Recreation and Cultural Arts Commission with a bi-annual update.

Acting Public Works Supervisor Anthony Vasquez summarized the staff report.

D. Marketing Materials Highlight

This report provides the Parks, Recreation & Cultural Arts Commission with an overview of the development and implementation of social media content and additional marketing materials utilized year-round to promote seasonal programs and events.

Recreation Coordinators Samantha Kenny and Alejandro Gonzalez Lecumberri summarized the staff report.

8. ITEMS FROM THE RECREATION & COMMUNITY SERVICES DEPARTMENT

Emeline Noda, Director of Recreation & Community Services Department

- Recreation had 38 middle schoolers and high schoolers attend the very first THRIVE Teen Expo on Saturday, April 30. Los Alamitos Police Department, Orange County Health Department, Summer Harvest, Southland Credit Union, Tilly's Life Center, Los Alamitos High School, LAEF, The Youth Center, Tribe Functional Fitness, and Recreation staff.
- We would like to congratulate Sam Kenny as she has been recently promoted to full time Recreation Coordinator.
- The Los Alamitos Senior Club Board celebrated longtime resident Nancy Fagen's 101 Birthday on Thursday, April 28, 2022. The Ready, Set, Go! preschoolers made a special visit and surprised Nancy by singing Happy Birthday.
- City Council will recognize 101 year old resident Nancy Fagen, Lee Elementary School's 5th Grade Team receiving their CPRS District 10 Volunteer Merit Award, and 11 Recreation staff graduating high school or college at the May 16, 2022, City Council Meeting, please join us for this special evening.
- Parks Recreation and Cultural Arts Chair, Vice-Chair and Commissioners are invited to attend June 20, 2022, City Council Meeting at 6:00 p.m. to receive Proclamation for Parks Make Life Better Month.
- For the July meeting, would the PR&CA Commission be interested in pushing back one week due to the 4th of July Legal Holiday.

Motion/Second: A. Duran/Bandak

Abstain: N/A

Motion Carried: The Parks, Recreation and Cultural Arts Commission deferred July's meeting to the following week.

- The Summer Recreation Brochure and City News is going out in the mail this week. An online version has been available for a few weeks. Several Summer Day Camp registrations are already being received as well as summer classes and camps. This is the Department's busiest season of the year for programs.
- As requested by Commissioner Bandak, commissioners will receive business cards at the end of tonight's meeting. There is no phone number listed on the business card, you can be contacted via email or regular postal mail.

Jennifer Sisoev, Recreation Manager

- This weekend will be Los Alamitos Senior Prom to take place on Saturday, May 7 from 3:00-6:00 p.m. at the Los Alamitos Community Center to a sold-out crowd of approximately 90 guests. Event sponsors includes: MemorialCare Long Beach Medical Center, Beach Orthopaedic, Home Instead Senior Care, Alamitos West Health & Rehabilitation and Los Alamitos Senior Club. The event will feature live music from the King Salmon and the Funkyard Horns, with dinner provided by Valentino's Pizza along with dessert station, refreshments, a photo booth, and raffle prizes donated by Los Alamitos Senior Club, Madera's, Paul's Place, El Zarape and the Los Alamitos Development Services Department. Wine was donated by Los Alamitos Senior Club and centerpieces donated by Bella Rosa. Chair Duran has agreed to stop and visit with attendees for the first hour of the event.
- We are in full swing in planning for the return of the popular 4th of July Fireworks Spectacular event. Staff has secured Title sponsor for this event is UWS, eight food booths and three vendor booths. Staff are anticipating 5,000 to 7000+ attendees, Commissioners will be receiving VIP information in the coming weeks via email for this event.

9. COMMISSIONER REPORTS

Commissioner K. Duran

- Nothing to Report

Commissioner Bandak

- Nothing to Report

Commissioner Beck

- Nothing to Report

Commissioner Gallagher

- Nothing to Report

Chair Duran

- Amazing job! You are all rock stars! You should be very proud of all the hard work you do. We thank you so much.

10. ADJOURNMENT

The Parks, Recreation, and Cultural Arts Commission adjourned at 8:05 p.m.

Attest:

Alex Duran, Chair

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

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

REGULAR MEETING – WEDNESDAY, JUNE 1, 2022

1. CALL TO ORDER

The Parks, Recreation and Cultural Arts Commission met in a Regular Session at 7:01 p.m., Wednesday, June 1, 2022, in the Council Chambers, 3191 Katella Ave., Chair Duran presiding.

2. ROLL CALL

Present: Commission Members: Gallagher, Joseph, Murphy, A. Duran

Absent: Commission Members: Bandak (excused), Beck (excused), K. Duran (excused)

Present: Staff: Emeline Noda, Director of Recreation & Community Services Department
Jennifer Sisoev, Recreation Manager
Joanna Contreras, Recreation Supervisor
Samantha Kenny, Recreation Coordinator

3. PLEDGE OF ALLEGIANCE

Chair Duran led the Pledge of Allegiance.

4. ORAL COMMUNICATION

Chair Duran opened Oral Communications. There being no one present requesting to speak, Chair Duran closed Oral Communications.

5. APPROVAL OF MINUTES

Due to lack of quorum from the February meeting, the Parks, Recreation and Cultural Arts Commission deferred the approval of minutes for the Regular Meeting of February 2, 2022, April 6, 2022, May 4, 2022, and June 1, 2022.

6. STAFF REPORTS

A. Findings Required by AB 361 for the Continued Use of Teleconferencing for Meetings

For the Parks, Recreation & Cultural Arts Commission to continue to have the option to meet via teleconference during the pandemic, AB 361 requires the Parks, Recreation & Cultural Arts Commission to make specific findings at least every thirty (30) days.

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

Motion/Second: A. Duran/Joseph

Abstain: N/A

Motion Carried: The Parks, Recreation and Cultural Arts Commission will hold a Special Meeting on June 29, 2022, at 7:00 p.m. to continue to have the option to meet via teleconference during the pandemic.

B. 2022 4th of July Fireworks Spectacular

This report provides the Parks, Recreation & Cultural Arts Commission with information regarding the upcoming 35th annual Universal Waste Systems (UWS) 4th of July Fireworks Spectacular scheduled for Monday, July 4, 2022, at the Joint Forces Training Base.

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

C. Parks Make Life Better Month

This report provides the Parks, Recreation & Cultural Arts Commission with information regarding Parks Make Life Better (PMLB) Month. Recreation staff have coordinated programs, events, and activities for the entire family to enjoy and help celebrate PMLB in the month of July.

Samantha Kenny, Community Services Coordinator summarized the staff report.

7. ITEMS FROM THE RECREATION & COMMUNITY SERVICES DEPARTMENT

Emeline Noda, Director of Recreation & Community Services Department

- Special Meeting for July will be held on July 13, 2022, 7:00 p.m. at the Recreation and Community Services Department 10911 Oak Street, Los Alamitos, Ca 90720.
- Concert Series on Pine will begin on June 16, 2022, at 6:30 p.m. for four weeks. Concerts in the Parks will begin on July 21, 2022, at 6:30 p.m. for four weeks as well, alternating from Little Cottonwood and Orville Lewis Parks. For more information on these concert series, please visit the website.
- Recreation Supervisor Steve Kim had his second baby, Adelyn on May 25, 2022.
- In the News Enterprise, dated today June 1, 2022, there are two articles relating to CPRS Award Recipients.
- All staff training on June 4, 2022.

- Parks Recreation and Cultural Arts Commissioners are invited to attend June 20, 2022, City Council Meeting at 6:00 p.m. to receive Proclamation for Parks Make Life Better Month.
- Friday, June 10, 2022, at 3:30 p.m., city staff will be participating along with the Los Alamitos Police Department in a Special Olympics Torch Run.

Joanna Contreras, Recreation Supervisor

- Parks Recreation and Cultural Arts Commissioners are invited to the Ready Set Go Preschool Graduation at the Community Center on Friday June 10, 2022, at 9:30 a.m.
- In addition to all staff training, on Friday, June 3, 2022, we will be providing specialized cross training for Day Camp and Park Programs staff.

8. COMMISSIONER REPORTS

Commissioner Joseph

- Nothing to report.

Commissioner Gallagher

- Congratulated staff for organizing such a wonderful Senior Prom event, all those that attended had an extraordinary time. All levels of staff worked the event and was very impressed on the overall offerings and experience to attendees.

Vice-Chair Murphy

- Nothing to report.

Chair Duran

- Nothing to report.

9. ADJOURNMENT

The Parks, Recreation, and Cultural Arts Commission adjourned at 7:37 p.m.

Attest:

Alex Duran, Chair

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

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

SPECIAL MEETING – WEDNESDAY, June 29, 2022

1. CALL TO ORDER

The Parks, Recreation and Cultural Arts Commission met in a Special Session at 7:00 p.m., Wednesday, June 29, 2022, video conference, Chair Duran presiding.

2. ROLL CALL

Present: Commission Members: Bandak, Beck, A. Duran, Gallagher, Murphy

Absent: Commission Members: K. Duran (excused), Joseph

Present: Staff: Emeline Noda, Director of Recreation & Community Services Department

3. STAFF REPORTS

A. Findings Required by AB 361 for the Continued Use of Teleconferencing for Meetings

For the Parks, Recreation & Cultural Arts Commission to continue to have the option to meet via teleconference during the pandemic, AB 361 requires the Parks, Recreation & Cultural Arts Commission to make specific findings at least every thirty (30) days.

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

Unanimously, the Parks, Recreation and Cultural Arts Commission approved the option to meet via teleconference during the pandemic.

ROLL CALL VOTE

Chair A. Duran	Aye
Vice Chair Murphy	Aye
Commissioner Bandak	Aye
Commissioner Beck	Aye
Commissioner K. Duran	Not Present (excused)
Commissioner Gallagher	Aye
Commissioner Joseph	Not Present

4. ADJOURNMENT

The Parks, Recreation, and Cultural Arts Commission adjourned at 7:04 p.m.

Attest:

Alex Duran, Chair

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

City of Los Alamitos
PARKS, RECREATION AND CULTURAL ARTS
COMMISSION AGENDA REPORT

MEETING DATE: July 13, 2022

ITEM NUMBER: 6A

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

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

Subject: Findings Required by AB 361 for the Continued Use of Teleconferencing for Meetings

SUMMARY

For the Parks, Recreation & Cultural Arts Commission to continue to have the option to meet via teleconference during the pandemic, AB 361 requires the Parks, Recreation & Cultural Arts Commission to make specific findings at least every thirty (30) days.

RECOMMENDATION

Make the following findings by a majority vote of the Parks, Recreation & Cultural Arts Commission:

- a. A state of emergency has been proclaimed by California's Governor due to the COVID-19 pandemic, and continues to be in effect;
- b. The Parks, Recreation & Cultural Arts Commission has reconsidered the circumstances of the state of emergency; and
- c. State and local officials continue to recommend measures to promote social distancing to slow the spread of COVID-19.

BACKGROUND

Assembly Bill 361 (AB 361) was signed into law by the Governor on September 16, 2021. A portion of AB 361 enacted amendments to California Government Code section 54953 regarding teleconference meetings. Those amendments authorize local agencies, like the City, to continue to conduct meetings by teleconferencing during a Governor-proclaimed state of emergency provided that certain findings are made by the legislative body, and provided that certain procedural requirements are met regarding public access to the meetings.

A new requirement in AB 361 requires specific findings be reaffirmed at least every thirty (30) days in order for the Parks, Recreation & Cultural Arts Commission to continue to have the option for one (1) or more of its members to use teleconferencing.

DISCUSSION

Required Findings

The teleconference provisions in AB 361 may only be utilized as long as a Governor-proclaimed state of emergency remains active, or while state or local officials have recommended measures to promote social distancing. When either of those is the case (both are true at this time), then in order to continue to teleconference using the new provisions of AB 361, the Parks, Recreation & Cultural Arts Commission must make the following findings by majority vote every 30 days:

- (A) The Parks, Recreation & Cultural Arts Commission has reconsidered the circumstances of the state of emergency; and
- (B) Either of the following circumstances exist:
 - i. The state of emergency continues to directly impact the ability of the members to meet safely in person; or
 - ii. State or local officials continue to impose or recommend measures to promote social distancing.

To comply with that requirement, the recommended action would have the Parks, Recreation & Cultural Arts Commission find each of the following:

- a. A state of emergency has been proclaimed by California's Governor due to the COVID-19 pandemic, and continues to be in effect;
- b. The Parks, Recreation & Cultural Arts Commission has reconsidered the circumstances of the state of emergency; and
- c. State and local officials continue to recommend measures to promote social distancing to slow the spread of COVID-19.

The "Every 30 Days Thereafter" Requirement

As noted above, AB 361 findings must be made "no later than 30 days after teleconferencing for the first time pursuant to , and every 30 days thereafter..."

In order to preserve the option for the Parks, Recreation & Cultural Arts Commission or individual members of the Parks, Recreation & Cultural Arts Commission to participate in meetings during the pandemic via teleconference in the future, the Parks, Recreation & Cultural Arts Commission will have to adopt the required findings at least every 30 days.

Potential Consequence of Not Making the Findings Every 30 Days

AB 361 does not expressly state what happens if a legislative body fails to make the required findings "every 30 days." However, it expressly requires the timely re-approval of the findings "in order to continue to teleconference" in the manner that AB 361 authorizes.

As a result, if the Parks, Recreation & Cultural Arts Commission does not adopt the required

findings every 30 days, then the Parks, Recreation & Cultural Arts Commission could be precluded from continuing to teleconference thereafter, perhaps even if the Parks, Recreation & Cultural Arts Commission was later willing to adopt the findings at a later date. For this reason, the City Attorney recommends that the , or otherwise be recognized for the purpose of providing public comment.

A "teleconference" occurs for purposes of AB 361 whenever one or more members of the Parks, Recreation & Cultural Arts Commission connect to a Parks, Recreation & Cultural Arts Commission meeting via electronic means. Thus, even if four members of the Parks, Recreation & Cultural Arts Commission meet in person, if the fifth joins the meeting via Zoom, the meeting will be a teleconference meeting that must be conducted in accordance with the requirements of AB 361.

For purposes of AB 361 "...state of emergency' means a state of emergency proclaimed pursuant to Section 8625 of the California Emergency Services Act..." Cal. Gov't Code Sec. 54953(e)(4). Section 8265 of CESA in turn refers to a state of emergency proclaimed by the Governor
Cal Gov't Code Sec. 54953(e)(3)

FISCAL IMPACT

N/A

Attachment: None

City of Los Alamitos
PARKS, RECREATION AND CULTURAL ARTS
COMMISSION AGENDA REPORT

MEETING DATE: July 13, 2022

ITEM NUMBER: 6B

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

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

Subject: Recreation and Community Services Department Budget FY 22-23

SUMMARY

This report provides the Parks, Recreation & Cultural Arts Commission with information regarding the Fiscal Year (FY) 2022-2023 Recreation and Community Services Department budget.

RECOMMENDATION

Commission receive and file.

BACKGROUND

The Recreation and Community Services Department presented the Department Budget for Fiscal Year (FY) 22-23 to the Los Alamitos City Council on Monday, June 13. The budget was adopted at this City Council meeting along with the entire City's budget.

DISCUSSION

The Recreation and Community Services Department budget includes the various divisions of the department including: Administration, Community Services, Day Camp, Parks Program, Sports, Classes, and Special Events. The Recreation & Community Services Department total operational adopted expenditure budget is \$2,104,743. Revenue projections for FY 22-23 is \$644,375.

FISCAL IMPACT

The Recreation and Community Services Department is budgeted in the City's General Fund.

Attachment: None

City of Los Alamitos
PARKS, RECREATION AND CULTURAL ARTS
COMMISSION AGENDA REPORT

MEETING DATE: July 13, 2022

ITEM NUMBER: 6C

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

**Presented By: Via Emeline Noda
Director of Recreation & Community Services Department
Gilberto Arteaga-Ceja , Recreation Specialist / Senior Recreation Leader**

Subject: Senior Needs Assessment Findings and Recommendations

SUMMARY

This report provides the Parks, Recreation, & Cultural Arts Commission an update regarding the results of the Senior Needs Assessment for 2022.

RECOMMENDATION

Commission receive and file.

BACKGROUND

The City of Los Alamitos Recreation and Community Services Department conducted a Senior Needs Assessment from mid-February to the end of March 2022. The two-page questionnaire sought to gain insight into what programming the adult population desired most. A variety of topics were covered, such as health and wellness, educational workshops, special interest classes, and travel/transportation programs.

Hundreds of surveys were distributed in-house through the Los Alamitos Senior Club, Dine-In & Dough House, Senior Grocery Program, and Senior Balance & Fitness. In addition, the Needs Assessment was shared with various groups and organizations, such as the Katella Senior Living Community, Affordable Caregivers Inc, and Klein Manor Apartments, Seal Beach Leisure World, and Royal Oak Mobile Park. The survey was also created on Google forms and advertised on City social media accounts, website, and E-News, as well as for the Spring 2022 Recreation Brochure. A total of 100 responses were collected. All responses were kept confidential and only used for raffle and statistical purposes.

DISCUSSION

The results from the 2022 Senior Needs Assessment have been compiled and are as follows:

The top 5 Special Interest Classes include:

1. Arts & crafts (54%)
2. Movies (36%)
3. Cards & games (36%)
4. Educational workshops (36%)
5. Easy cooking (33%)

The top 5 Health & Wellness Activities include:

1. Low impact aerobics (50%)
2. Chair exercises (50%)
3. Fall prevention/balance & fitness (50%)
4. Senior health fair (43%)
5. Health related workshops (41%)

When it came to travel, more than half of our respondents were interested in off-site non-casino trips. A majority preferred day trips over evening and overnight excursions.

Casino Trips

- Day trips (44%)
- Extended day trips (19%)
- Overnight trips (16%)

Non-Casino Trips

- Day Trips (62%)
- Extended day trips (41%)
- Overnight trips (37%)

Overall, respondents preferred non-casino day trips, but the numbers change significantly when only observing responses submitted by Los Alamitos Senior Club members.

Casino Trips

- Day trips (74%)
- Extended day trips (26%)
- Overnight trips (23%)

Non-Casino Trips

- Day trips (58%)

- Extended day trips (42%)
- Overnight trips (39%)

All in all, members of the Senior Club indicated a higher interest in travel programs, in general, while also preferring casino day trips. In regard to non-casino trips, many respondents suggested visiting museums, zoos, and shows.

The following breakdown represents where respondents receive information about City programs:

- Senior Club Newsletter (40%)
- Recreation Brochure/flyers (40%)
- Walk-ins (22%)

Approximately 9% of respondents claimed to have never heard about City programs. Two-thirds said they also participate in senior activities outside of Los Alamitos. The majority of these are in the cities of Cypress, Long Beach, and Cerritos.

When it came to program participation, the survey results found the following:

- 93% have their own transportation
- Most participants favored morning and afternoon programming, while favorability diminished in the evening
- 36% indicated they could not participate in city events due to time constraints
- 27% had trouble participating due to limited parking

*Interesting result in the high number of participants with their own transportation considering most respondents are currently enrolled participants. Transportation could still be a great need in the community at large.

When asked how participants would rate the City of Los Alamitos:

- 64% indicated "very good"
- 32% indicated "good"
- 4% indicated "fair"
- 0% indicated "poor"

Demographics

- 83% of respondents are 65 or older
- 56% of submissions were made by Los Alamitos residents, followed by Seal Beach (12%), Long Beach (8%), and Rossmoor (5%)
- 31% of respondents are members of the Los Alamitos Senior Club

In summary, the survey results found the following:

1. The need to expand activities involving health & wellness, excursion programs, educational workshops, and arts & crafts.
2. Transportation is not an issue for current participants, but parking limitations are an issue. Having said that, seniors currently not participating may lack transportation.
3. There is moderate outreach with Senior Club Newsletter and Recreation Brochure, but there is a need for increased outreach to surrounding communities.
4. Senior sentiment about the City of Los Alamitos' programs & services is overall good.

Staff has broadened senior programming since resuming operations to include: expanded art programs for adults, a chair exercise offering, a knitting & needlepoint class taught by North Orange Continuing Education (NOCE) and more. Partnerships are in the works with the Orange County Health Department, MemorialCare Miller Children's & Women's Hospital Long Beach, and Optum Care to provide health lectures as well as Health Insurance Counseling and Advocacy Program (HICAP) to provide Medicare workshops. Furthermore, the Los Alamitos Senior Club Board has begun talks about resuming day trips and is working to secure a location for parking or have a drop off policy only.

At the February/March 2019 Parks, Recreation & Cultural Arts Commission meetings, staff conducted a brainstorm of gaps in service for each population. The Commission determined the following programs to be considered for future offerings to expand services for older adults:

- Water Aerobics
- Swim
- Pickleball
- Walking Club
- Music
- Low Impact Dancing
- Speed Dating
- Grief Counseling
- Cooking Classes for Restricted Diets
- Grandparent/Grandkid Classes
- Reading / Drama Club
- Shopping (clothes) Spree
- More Aerobic Classes
- Ready for Retirement Planning

Staff will continue to assess current offerings of programs and observe current trends for this population to use information gathered from this survey as a tool to provide a higher quality service tailored to the needs of participants. The Recreation & Community Services Department will continue to expand on programs through existing and new partnerships with local businesses and organizations.

FISCAL IMPACT

No additional funding was required for the development and distribution of the assessment. All costs were absorbed in the current FY 2021-2022 Recreation and Community Services Department budget. City Council approved the Fiscal Year 2022-2023 budget which includes increased part-time hours for senior services. This includes expanding support for current programs and the development of new programs and/or events.

Attachment: None

City of Los Alamitos
PARKS, RECREATION AND CULTURAL ARTS
COMMISSION AGENDA REPORT

MEETING DATE: July 13, 2022

ITEM NUMBER: 6D

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

**Presented By: Via Emeline Noda
Director of Recreation & Community Services Department
Jason Bruton, Special Project Coordinator / Special Events Supervisor**

Subject: Week of Los Al Preview

SUMMARY

This report provides the Parks, Recreation & Cultural Arts Commission a preview of the Week of Los Al.

RECOMMENDATION

Commission receive, discuss, and provide feedback and/or recommendations.

BACKGROUND

The inaugural MemorialCare Miller Children's & Women's Hospital Long Beach Week of Los Al presented by Southland Credit Union took place in September of 2021 with the 40th Anniversary of Race Los Al back on the streets of Los Alamitos. It was a successful first year combining events such as Serve Los Al, Family Day, Race Los Al and the My City My Los Al Street Fair. The Week of Los Al celebrates Los Alamitos as a community and encourages residents to take part in all the events with their family and neighbors.

DISCUSSION

Kicking off with Serve Los Al on September 16-17, which will be the 5th annual Citywide Volunteer Service Event, Serve Los Al will begin the week-long celebration of the Week of Los Al followed by Bikes and Bites the same late morning/afternoon of September 17. Participants in the event are encouraged to bike or walk to the Bikes and Bites event.

Family Day takes place at the Community Center for a small fee with a variety of activities for the family to enjoy on Sunday, September 18.

Race Los Al with the 5K/10K and Glow in the Dark Run will take place September 23-24 through the streets of Los Alamitos starting on Florista and Pine Street. All participants will receive a shirt and a medal.

My City My Los Al Street Fair will take place with Race Los Al September 23-24 including a vendor fair, food and beverage booths, live bands, stage entertainment, and children's activities.

FISCAL IMPACT

Sponsors are currently being sought for the Week of Los Al and Race Los Al events. To date, MemorialCare Miller Children's & Women's Hospital Long Beach and Southland Credit Union has committed to \$45,000 as title and presenting sponsor which covers the costs of a majority of the events. Universal Waste Systems has agreed to title sponsor of Race Los Al at \$25,000 as well as \$5,000 from Southland Credit Union for the Glow in the Dark Run. Following the large scale sponsor opportunities, staff will be seeking other lower level sponsors to support the events. Race Los Al will be offset by participant entry fees. Any proceeds of the events go towards offsetting the 4th of July Fireworks Spectacular.

Attachment: None