

CITY OF LOS ALAMITOS

3191 Katella Avenue Los Alamitos, CA 90720

AGENDA PARKS, RECREATION, AND CULTURAL ARTS COMMISSION REGULAR MEETING

March 2, 2022 – 7:00 p.m.

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 Joseph
Vice Chair Murphy
Chair A. Duran

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. APPROVAL OF MINUTES

Approval of the Minutes for the Regular Meeting of February 2, 2022.

6. STAFF REPORTS

A. Findings Required by AB 361 For The Continue Use of Teleconference for Meetings

For the Parks, Recreation & Cultural Arts Commission to continue to meet via teleconference during the pandemic, AB 361 requires the 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:

1. A state of emergency has been proclaimed by California's Governor due to the COVID-19 pandemic, and continues to be in effect; and,
2. The Commission has reconsidered the circumstances of the state of emergency; and
3. State and local officials continue to recommend measures to promote social distancing to slow the spread of COVID-19.

Special Meeting vote is required prior to next scheduled meeting in April due to AB 361. The Special meeting must be scheduled prior to March 31, 2022. This will be the only request for Special Meeting as it relates to AB 361 for calendar year 2022.

B. Summer Concert Series Preview

This report provides the Parks, Recreation & Cultural Arts Commission with a preview of the Summer Concert Series.

Recommendation: Commission receive and file.

C. Spring Carnival Preview

This report provides the Parks, Recreation & Cultural Arts Commission with a preview of the 2022 Spring Carnival.

Recommendation: Commission receive and file.

D. Laurel Park Tennis Court Renovation

This report provides the Parks, Recreation & Cultural Arts Commission upcoming park renovation project at Laurel Park Tennis Courts.

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 Los Alamitos City Hall, 3191 Katella Ave. and online at www.cityoflosalamitos.org not less than 72 hours prior to the meeting. **Dated this 24th of February 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 Sisoev, 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

City of Los Alamitos

PARKS, RECREATION, & CULTURAL ARTS COMMISSION AGENDA REPORT

MEETING DATE: March 2, 2022

ITEM NUMBER: 6A

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

Presented by: Emeline Noda, Director of Recreation & Community Services

**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 teleconference¹ during a Governor-proclaimed

¹ 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.

state of emergency² 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 distancing³.

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 [AB 361], and every 30 days thereafter..."

² 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

³ Cal Gov't Code Sec. 54953(e)(3)

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 [Parks, Recreation & Cultural Arts Commission adopt the required findings at this time and at least every 30 days thereafter, unless the Parks, Recreation & Cultural Arts Commission decides as a permanent matter that it will no longer permit teleconferencing at all (e.g., regardless of whether the state of emergency worsens).

Procedural Requirements for The Conduct of Teleconference Meetings

AB 361 contains several new requirements for the conduct of teleconference meetings with which the City has prepared to comply. Specifically, each meeting must:

1. Allow members of the public to attend and comment at the meeting via call-in option or internet-based service option;
2. Protect the statutory and constitutional rights of the parties and the public appearing before the legislative body;
3. In the event of disruption which prevents broadcasting the meeting or which prevents members of the public from offering public comments via the call-in or internet-based option, the Parks, Recreation & Cultural Arts Commission must take no further action until the disrupted public access is restored;
4. The City may not require public comments to be submitted in advance, and must offer the opportunity for the public to offer comments "in real time" during the meeting; and
5. The public must be allowed "a reasonable amount of time per agenda item to allow members of the public to provide public comment, including time for members of the public to register [to log into the teleconference], or otherwise be recognized for the purpose of providing public comment.

City of Los Alamitos

PARKS, RECREATION & CULTURAL ARTS

AGENDA REPORT

MEETING DATE: March 2, 2022

ITEM NUMBER: 6B

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

Presented By: Steve Kim, Community Services Coordinator

Via: Emeline Noda, Director of Recreation & Community Services

Subject: 2022 Summer Concert Series

SUMMARY

This report provides the Parks, Recreation & Cultural Arts Commission information on the revised format for the 2022 MemorialCare Miller Children's & Women's Hospital Long Beach Summer Concert Series.

RECOMMENDATION

Commission review and file.

BACKGROUND

The Music and Movies in the Park series was first held in the summer of 2010 as a replacement for the traditional Band in the Park event and Concerts on the Green. The City of Los Alamitos Recreation and Community Services Department annually held four (4) Music and Movies events during the summer months. This series of free events provided the community with an evening of activities including a live band or movie on select dates.

DISCUSSION

Due to the changing needs of the community, the Recreation & Community Services Department will be revising and expanding the format of the event series to go back to the original Summer Concert Series from 10+ years ago. Movie attendance has dropped in the last few years compared to the concerts. With movies requiring to begin later in the evening after dusk in summer months, it makes it difficult for families with young

children to attend. Along with changing the format, staff recommends changing the day of the week to a Thursday evening instead of Saturday. Other communities hold Thursday night concerts with very good attendance. Locally, the concerts will not compete with Rossmoor, Seal Beach or Cypress events. With MemorialCare Miller Children's & Women's Hospital Long Beach's expanded sponsorship, staff is able to double the dates to eight (8) summer dates.

The Recreation and Community Services Department, along with the Parks, Recreation, and Cultural Arts Commission, invites the community to attend the MemorialCare Miller Children's & Women's Hospital Long Beach expanded Summer Concert Series.

On dates featuring a live band, the concert will begin at 6:30 p.m. and conclude at 8:00 p.m. and guests can also enjoy vendors and food vendors.

This year the first set of four concerts will take place on Pine Street and be called "Concerts on Pine Street" on the following dates with the bands below:

- Thursday, June 16, 2022 on Pine Street – "Partywave" – Rock Cover Band
- Thursday, June 23, 2022 on Pine Street – "Woodie & the Longboards" – Beach Boys Tribute
- Thursday, June 30, 2022 on Pine Street – "Radio Royalty" – 80's Dance Band
- Thursday, July 14, 2022 on Pine Street – "Britain's Finest" – Beatle's Tribute Band

The second set of four concerts will take place alternating at Little Cottonwood Park and Orville R. Lewis Park on the following dates with the bands below:

- Thursday, July 21, 2022 at Little Cottonwood Park – "Brad Johnson & Killin Time Band" – Country
- Thursday, July 28, 2022 at Orville R. Lewis Park – "OC3 Band" – Classic Rock 70's, 80's and 90's
- Thursday, August 4, 2022 at Little Cottonwood Park – "Ortega Highway Band" – Southern Rock
- Thursday, August 11, 2022 at Orville R. Lewis Park – "Bierman Bros." – Variety 70s funk, etc.

Event information is subject to change based on COVID-19 guidelines in place at the time of the event.

FISCAL IMPACT

Funding for the event is provided by the Recreation and Community Services Department budget in the Special Events budget. MemorialCare Miller Children's & Women's Hospital Long Beach's sponsorship assists with offsetting the event budget. Funding from food trucks, vendors, and sponsors will further assist with offsetting the budget.

City of Los Alamitos

PARKS, RECREATION & CULTURAL ARTS

AGENDA REPORT

MEETING DATE: March 2, 2022

ITEM NUMBER: 6C

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

Presented By: Steve Kim, Recreation Coordinator

Via: Emeline Noda, Director of Recreation & Community Services

Subject: Spring Carnival Preview

SUMMARY

This report provides the Parks, Recreation & Cultural Arts Commission with a preview of the 2022 Spring Carnival.

RECOMMENDATION

Commission discuss and provide recommendations.

BACKGROUND

The Los Alamitos Recreation and Community Services Department will be hosting the MemorialCare Miller Children's & Women's Hospital Long Beach Spring Carnival at Little Cottonwood Park on Saturday, April 16, 2022 from 9:30 a.m. - Noon. The carnival will feature the popular egg hunt, vendor booths, carnival games, bounce houses, arts and crafts, and a photo area with Peter Rabbit.

DISCUSSION

The Los Alamitos Recreation Department creates "Quality of Life" for residents by hosting programs and events that emphasize Community, Family, Education, Safety, and Health. Spring Carnival is one of the many events in which the Recreation staff coordinate to instill "Quality of Life" directly into the Los Alamitos community by bringing the community together, creating long lasting family memories, and to allow local businesses and nonprofits to be connected to residents. Approximately 2,500 people are expected to enjoy the annual Spring Carnival event at Little Cottonwood Park.

The Spring Carnival will have four egg hunt areas that will be divided according to age. The hunt area for ages 0-2 will begin at approximately 10:00 a.m., the hunt area for ages 3-5 will begin at approximately 10:10 a.m., the hunt area for ages 6-8 will begin at

approximately 10:20 a.m., and the hunt area for ages 9-12 will begin at approximately 10:30 a.m.

In each hunt area, a Golden Egg will be hidden and a special prize will be given to the child who finds it.

Other activities that will be available include: carnival game booths, face painting, balloon twisting, live entertainment by the band Sugar Lips, a photo area with Peter Rabbit, family games, inflatables, vendors and food trucks.

Parks, Recreation and Cultural Arts (PR&CA) Commissioners are invited and encouraged to participate in this year's event. Commissioners' volunteer duties will include being the emcee for the event and awarding the prizes to the winners. Below is the schedule that Commissioners are being requested for:

- Emcee – welcome community members to the event from 9:30 a.m.– Noon
- Start the four Egg Hunt areas beginning at 10:00 a.m. and hand out awards

PR&CA Commissioners interested in attending this year's Spring Carnival should contact Steve Kim at the Recreation and Community Services Department.

FISCAL IMPACT

Funding for the event is budgeted in the Special Events Division of the Recreation and Community Services Department. The Spring Carnival will also gain additional revenue from food trucks and vendors. MemorialCare Miller Children's & Women's Hospital Long Beach has agreed to sponsor the event as title sponsor. Their sponsorship will assist in offsetting the cost of the event.

City of Los Alamitos

PARKS, RECREATION & CULTURAL ARTS

AGENDA REPORT

MEETING DATE: March 2, 2022

ITEM NUMBER: 6D

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

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

Subject: Laurel Park Tennis Courts Renovation

SUMMARY

This report provides the Parks, Recreation & Cultural Arts Commission information on the proposed renovation of the Laurel Park Tennis Courts partially funded by the California Proposition 68, the Parks, Environment, and Water Bond.

RECOMMENDATION

Commission discuss and provide recommendations.

BACKGROUND

California Proposition 68, the Parks, Environment, and Water Bond, was on the ballot in California as a legislatively referred bond act on June 5, 2018 and received voter approval. The 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 applied for the Prop 68 grant and is receiving \$184,949 to go towards resurfacing and restriping of the Laurel Park Tennis Courts, convert one tennis court into four pickleball courts, replace fencing, add benches, lighting and trash cans.

DISCUSSION

The Parks, Recreation & Cultural Arts Commission is requested to review the proposed conceptual rendering of the Laurel Park Tennis Courts renovation. This is an opportunity to provide feedback prior to finalized plans for construction.

FISCAL IMPACT

A matching 20% is required for the per capita grant. Prop 68 funds account for a portion of the proposed project in the amount of \$184,949. The total proposed cost is

approximately \$1,000,000+. The cost for the project is a projected amount and will need to go out to formal RFP (Request for Proposals).

City Council will determine where the remaining funds will be allocated from.

Attachments: A. Laurel Park Tennis Courts Park Rendering

