

**AGENDA FOR THE REGULAR MEETING
OF THE COMMUNITY SERVICES COMMISSION
OF THE CITY OF LA MIRADA
JUNE 6, 2018 – 6:30 P.M.
COUNCIL CHAMBERS, CITY HALL, 13700 LA MIRADA BOULEVARD
LA MIRADA, CALIFORNIA 90638**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a City meeting or other services offered by this City, please contact the City Clerk's Office at (562) 943-0131. Notification at least 48 hours prior to the meeting or time when services are needed will assist the City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

Citizens are invited to speak on any item listed on the agenda following the staff report on the matter and prior to Community Services Commission vote. Comments on matters not on the agenda will be heard during the Public Comment period. The policy of the Community Services Commission is that individual presentations not exceed five minutes.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

Commissioner	Misty Cota
Commissioner	Rebecca Cline
Commissioner	Pete Dames
Commissioner	Diane Gramajo
Commissioner	Steve Lee
Commissioner	Michael Lord
Vice Chairman	Susan Savage

APPROVAL OF MINUTES

1. **MINUTES OF THE REGULAR MEETING OF MAY 2, 2018** - It is recommended the Community Services Commission approve the minutes of the regular meeting of May 2, 2018.

REORGANIZATION

- 2. REORGANIZATION OF THE COMMUNITY SERVICES COMMISSION** – It is recommended the Secretary initiate the procedure for the reorganization of the Community Services Commission.

UNFINISHED BUSINESS

- 3. CAPITAL IMPROVEMENT PROJECTS UPDATE-** It is recommended the Community Services Commission review and discuss the Capital Improvement Projects Update.
- 4. 2018 CONCERTS UNDER THE STARS AND NIGHT MARKET** – It is recommended the Community Services Commission review and discuss the 2018 Concerts Under the Stars and Night Market.

NEW BUSINESS

- 5. SUMMER EVENTS 2018** – It is recommended the Community Services Commission review and discuss summer events.

PUBLIC COMMENT

(The speaker is requested, but is not required, to orally state or register his or her name and/or address on the sheet located at the podium, for purposes of recording the information accurately in the minutes. Any information or materials provided are recorded in the minutes and are subject to public disclosure under the Public Records Act. No action will be taken on matters not listed on the agenda. Please observe a five minute limit to communications.)

SENIOR, HISTORICAL, AND YOUTH COUNCIL REPORTS


COMMISSION ANNOUNCEMENTS

STAFF ANNOUNCEMENTS

ADJOURNMENT

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the City Hall bulletin board not less than 72 hours prior to the meeting.

Dated this 30th day of May 2018


Micaela Diores
Community Services Secretary

**MINUTES OF THE REGULAR MEETING OF
THE COMMUNITY SERVICES COMMISSION OF
THE CITY OF LA MIRADA**

MAY 2, 2018

CALL TO ORDER

The regular meeting of the Community Services Commission was called to order at 6:30 p.m. in the Council Chambers at City Hall, 13700 La Mirada Boulevard, La Mirada, California.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

Present:

Commissioner Rebecca Cline
Commissioner Misty Cota
Commissioner Pete Dames
Commissioner Diane Gramajo
Commissioner Steve Lee
Vice Chairman Susan Savage

Absent:

Commissioner Michael Lord

Staff:

Lori Thompson, Community Services Director
Micaela Diores, Community Services Secretary

APPROVAL OF MINUTES

1. MINUTES OF THE REGULAR MEETING OF MARCH 7, 2018

Commissioner Dames moved and Commissioner Cota seconded to approve the minutes of the March 7, 2018 meeting.

MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:

AYES: Commissioners Cota, Cline, Dames, Lee, Vice Chairman Savage
NOES: None
ABSENT: Commissioner Lord
ABSTAIN: Commissioner Gramajo

NEW BUSINESS

2. VOLUNTEERS IN ACTION- JANUARY, FEBRUARY, AND MARCH 2018 REPORT

Community Services Director Lori Thompson reported 444 active Volunteers in Action (VIA) participants performed 9,455 hours of service during the months of January, February, and March 2018. She said with the VIA hours and supplemental hours served by athletic organizations, Meals on Wheels, and La Mirada advisory bodies combined, a total of 70,154 volunteer hours were contributed in the first quarter of 2018.

Commissioner Lee inquired about how residents are informed of volunteer opportunities in the community.

Community Services Director Thompson responded and said the majority of volunteers first learn of the VIA program through the La Mirada Living and other City publications. Mrs. Thompson said many volunteers discover the VIA program through advisory body members, the City's website, special events, and local schools.

Commissioner Cline inquired if the Meals on Wheels (MOW) volunteer hours may be recorded similarly to those performed by other VIA programs. She recommended individual MOW volunteers with over 100 hours of service also be acknowledged during the Volunteer Recognition Concert.

Community Services Director Thompson responded and said hours performed by MOW volunteers are reported as a whole by the organization. She said hours may be recorded for individual credit, if desired.

Historical Preservation Advisory Council Member Marlene Olsen inquired how hours performed by advisory body members are reflected on the volunteer reports.

Community Services Director Thompson responded and said service hours performed by advisory body members are credited to the specific program. She added that hours performed may also be captured, without duplication, in the supplemental report.

3. 2018 VOLUNTEER APPRECIATION DAY

Community Services Director Thompson reported on the 2018 Volunteer Appreciation Day at Splash! La Mirada Regional Aquatics Center and provided an update on last year's event held October 8, 2017. She said due to the satisfactory feedback received, an increase in attendance is anticipated for 2018. Mrs. Thompson reported on staff recommendations for 2018, which include dinner being provided as a single serving and the selection of October 7, 2018 as the event date.

Commissioner Cota commended staff on last year's event and said it was a great way to celebrate volunteers.

Commissioner Dames commented on successful improvements made to the event from previous years and the potential for further enhancements. He recommended staff begin the invitation process promptly with save the date cards prior to the main invitation, in order to provide ample time for proper communication between schools, athletic groups, and their volunteers.

Commissioner Lee concurred with Commissioner Dames' recommendation. He inquired about Buccaneer Bay's capacity and how attendance is determined for the event.

Community Services Director Thompson responded and said Buccaneer Bay has a capacity of 1,200 guests for the event. She said attendance was determined through the RSVP and check in process.

Vice Chairman Savage commended staff on last year's event and encouraged additional enhancements.

The Commissioners expressed support for the 2018 Volunteer Appreciation Day to be held on October 7, 2018 and providing dinner as a single serving.

4. WATER SAFETY PROGRAMS

Community Services Director Thompson reported that the City would observe the month of May as National Water Safety Month. In an effort to reduce the risk of drowning and educate families on how to be safe in and around water, free water safety presentations would be provided for the City's Tiny Tot programs and second grade classes at local schools. She said presentations have been scheduled at multiple sites and that staff continues to arrange for additional engagements. Mrs. Thompson also reported on the annual World's Largest Swim Lesson to be held at Splash! on June 21, water safety kits provided to pool owners during visits by the Fire Department, and water watcher cards available at Splash! and during community events.

Commissioner Lee inquired about water safety information for parents.

Community Services Director Thompson responded and said parent information on water safety would be updated and available on the Splash! website.

Commissioner Gramajo inquired about the selection of second grade students as the target audience for the water safety presentation program. She recommended water safety kits, similar to those distributed by the Fire Department, be provided to local realtors for new residents who have purchased a home with a pool.

Community Services Director Thompson responded and said the target audience was selected after a discussion by the City and the Norwalk- La Mirada Unified School District.

PUBLIC COMMENT

None

SENIOR, HISTORICAL, AND YOUTH COUNCIL REPORTS

Historical Preservation Advisory Council Vice Chairman Marlene Olsen inquired about the rescheduled bid opening for the Neff House, George House and Neff Barn Roof Replacement project. She requested a temporary replacement sign for the Neff House and reported safety concerns. Mrs. Olsen also inquired if communication between the City and advisory body council members would be limited to electronic mail and said some members may not be reached through this method.

Community Services Director Thompson thanked Vice Chairman Olsen for reporting her safety concerns to City staff and said the bid opening for the roof project was moved to May 2, pending results of an asbestos test. She said all communication may be sent through electronic and regular mail.

COMMISSION ANNOUNCEMENTS

Commissioner Cota reported on the annual La Mirada Mayor's Prayer Breakfast held May 13, where Los Angeles County Supervisor Janice Hahn was the speaker and Marlene Olsen was awarded the Myllie Taylor Community Service Award. She said 575 volunteers assisted with 45 community projects during the Love La Mirada Day of Service held April 28, and thanked staff for their support. Commissioner Cota added that she was selected as the Executive Director for the La Mirada Chamber of Commerce.

Commissioner Lee said he attended the reorganization meeting of the La Mirada City Council on April 10 and the Love La Mirada event on April 28. He commented that the Mayor's Prayer Breakfast was a great testament of La Mirada's religious community and City leaders' collaboration.

Commissioner Cline reported on the Neighborhood Watch event to be held on May 17 at Los Coyotes Middle School and the Spring Beautification Awards on June 11 at the La Mirada Theatre. Commissioner Cline said she attended the City Council reorganization and the La Mirada Mayor's Prayer Breakfast. She congratulated Mrs. Olsen for receiving the Myllie Taylor Community Service Award. She reported the La Mirada Ebell awarded four scholarships to high school seniors. Commissioner Cline also reported several homeless persons under the overpass located on Beach Boulevard and Rosecrans Avenue. She inquired about the results of the recent homeless count.

Community Services Director Thompson responded and said the homeless count located some eight individuals in La Mirada. She said due to the count taking place in

the late evening, the result does not account for those who are only present during daytime hours.

Commissioner Lee reported on a possible rebate for the SkyBell WiFi Doorbell and other similar products in the future.

Vice Chairman Savage helped recognize winners of the "Love a Tree" poster contest during the City Council meeting on April 24.

STAFF ANNOUNCEMENTS

Community Services Director Thompson reported on the Friends of the La Mirada Library book sale to be held May 5, Mother Daughter Tea on May 12, the Concerts Under the Stars and Farmers Market beginning on June 14, and the Independence Celebration on July 3. Mrs. Thompson provided updates on summer hiring for recreation and aquatic positions, available sponsorships for various community events, and the Splash! slide project.

Commissioner Gramajo inquired about the completion date for the slide project.

Community Services Director Thompson responded and said the slide project was scheduled for completion by summer of 2019.

ADJOURNMENT

The meeting was adjourned at 7:45 p.m.

Submitted:

Attest:

Micaela Diores
Community Services Secretary

Susan Savage
Vice Chairman

REORGANIZATION

**Community Services Commission
June 6, 2018**

TO: Community Services Commission
FROM: Lori Thompson, Community Services Director
ORIGINATED BY: Micaela Diores, Community Services Secretary
SUBJECT: REORGANIZATION

BACKGROUND

The Community Service Commission Bylaws provide for an annual selection of a Chairman and Vice Chairman to represent the Commission.

FINDINGS

Commissioners serving on the Commission as designated representatives of other organizations, including the Community Services Foundation and the Athletic Council, are not eligible to serve as officers of the Community Services Commission.

In February 2018, Steve Soto was appointed to the City's Planning Commission. Currently, the Chairman position remains vacant and Susan Savage serves as the Vice Chairman. In recent years the following members have represented the Commission:

YEAR	CHAIRMAN	VICE CHAIRMAN
2017-2018	Steve Soto	Susan Savage
2016-2017	Rebecca Cline	Steve Soto
2015-2016	Susan Savage	Dustin Dahl
2014-2015	Edward Eng	Zurich Lewis
2013-2014	Jennifer Cole-Gutierrez	Edward Eng
2012-2013	Rebecca Cline	Jennifer Cole- Gutierrez
2011-2012	Susan Savage	Rebecca Cline
2010-2011	Susan Savage	Martin Sandoval
2009-2010	Stephen De Ruse	Susan Savage

RECOMMENDATION

It is recommended that the Community Services Commission select a Chairman and Vice Chairman to represent the Commission.

UNFINISHED BUSINESS

**Community Services Commission
June 6, 2018**

TO: Community Services Commission
FROM: Lori Thompson, Community Services Director
ORIGINATED BY: Micaela Diores, Community Services Secretary
SUBJECT: CAPITAL IMPROVEMENT PROJECTS UPDATE

BACKGROUND

Preserving an attractive community through infrastructure improvements remains a top priority for the City of La Mirada. A number of capital projects are currently under construction or are in the design phase and scheduled to begin construction in 2018.

FINDINGS

The Public Works Department has continued to provide the Commission with information and status updates on several capital projects, including the Neff House, George House and Neff Barn Roof Replacement, and the Play Area Rehabilitation at Gardenhill and Windermere Parks.

Neff House, George House and Neff Barn Roof Replacement

All three historic buildings located at the Neff Estate are in need of complete roofing replacement. Van Dijk & Associates, Inc. Roofing & Waterproofing Consulting Service prepared plans and specifications for the required work, estimating the project cost at \$322,960. The cost of most work will be covered by Community Development Block Grant funding. On June 27, 2017 the City Council approved plans and specifications for the project. The sealed bids were initially opened on July 27, 2017, but due to irregularities in the low bid and major deviation of the bids from the estimate, the bids received, ranging from \$570,918 to \$634,058, were rejected by the City Council on August 22, 2017 and scheduled to be re-advertised for sealed bids at a later date. The roof project bid opening was rescheduled for May 2, 2018.

On May 2, 2018, one bid was received by Best Contracting Services for \$446,314. The bid is currently being reviewed to ensure it meets all City and CDBG funding requirements. If approved, it will move forward for City Council approval and the project would begin in late summer.

Playground Equipment Replacement at Gardenhill and Windermere Parks

The playgrounds at Gardenhill and Windermere Parks have exceeded their useful life and are in need of replacement. Additional upgrades are also required to meet playground equipment safety standards and Americans with Disabilities Act regulations. Improvements include the removal and replacement of the existing play equipment, installation of new resilient rubber surfacing to conform to current safety standards, Title 24 Accessibility Codes, and the installation of a replacement walkway at Gardenhill Park to provide compliant access to the play area and sports courts. The project was properly advertised and sealed bids were opened on April 30, 2018. Eight bids were received ranging from a low of \$777,594 to a high of \$996,762. During the La Mirada City Council meeting on May 22, the City Council awarded the contract for Play Area Rehabilitation at Gardenhill and Windermere Parks, to R.E. Schultz Construction Inc, who submitted the low bid of \$777,594. Construction is estimated to begin in late July 2018.

Neff Park Improvements

Repairs have been completed to the porch at the Neff House and the gazebo. In addition, a park cleanup was performed during the 2018 Love La Mirada Day of Service. Volunteers assisted in general landscaping and cleaning the interior of the Neff House.

RECOMMENDED ACTION

It is recommended the Community Services Commission review and discuss the report.

UNFINISHED BUSINESS

**Community Services Commission
June 6, 2018**

TO: Community Services Commission
FROM: Lori Thompson, Community Services Director
ORIGINATED BY: Micaela Diores, Community Services Secretary
SUBJECT: **2018 CONCERTS UNDER THE STARS AND NIGHT MARKET**

BACKGROUND

The City of La Mirada's annual summer concert series returns June 14 and continues every Thursday through August 9. The Concerts Under the Stars series will be held 6:30 to 8 p.m. at La Mirada Regional Park. The Stroll in the Park event will take place on July 26 at Creek Park. The concert series provides the community with the opportunity to socialize with family and friends while enjoying the summer nights with live music in a park setting.

Comment cards are distributed at each concert for the purpose of evaluating performances and receiving general feedback. Frequent suggestions received include additional food vendors and greater variety of food offerings at to each weekly concert. In an effort to meet the community's request for more varied food options and increase concert attendance, staff recommended working with Enriched Farms for the addition of a night market to the weekly events.

FINDINGS

During the Study Session held April 10, the La Mirada City Council expressed support for adding a night market to the 2018 Concerts Under the Stars.

The night market will take place at each weekly concert from 3 to 8 p.m. Market vendors will offer a variety of unique dishes before and during the concert. Several produce and craft vendors will also be in attendance. Currently, there are no additional food vendors for the concert season.

Members of the Commission are requested to volunteer as the host emcee at each concert and assist during the Volunteer Recognition Concert on August 9.

2018 Concerts Under the Stars and Farmers Market
Community Services Commission Meeting of June 6, 2018

Concert Date	Band	Genre	Emcee
June 14	The Kings of 88	Classic Piano Rock	
June 21	Sgt. Peppers	Beatles Tribute Band	Commissioner Cota
June 28	Tom Nolan Band	Motown / Soul	
July 12	L.A. Vation	U2 Tribute Band	
July 19	The Breakfast Club	80's	
August 2	The Suffragettes	Modern Pop Music	Commissioner Cline
August 9	Retro Station	50's & 60's Hits	

RECOMMENDED ACTION

It is recommended the Commission review and discuss this report.

NEW BUSINESS

**Community Services Commission
June 6, 2018**

TO: Community Services Commission
FROM: Lori Thompson, Community Services Director
ORIGINATED BY: Micaela Diores, Community Services Secretary
SUBJECT: SUMMER EVENTS 2018

BACKGROUND

Summer at the City of La Mirada is a time to celebrate! There are many opportunities to spend time outdoors and enjoy free, low cost and exciting events with family, friends and neighbors all summer long. The City continues to provide events that promote community engagement and foster a welcoming and allied community.

FINDINGS

THE WORLD’S LARGEST SWIM LESSON: Community members are invited to join others around the world to participate in the World’s Largest Swim Lesson at Splash! The free and annual event will be held June 21 at 9 a.m.

SWIM-IN-MOVIE NIGHTS: Swim-in-Movie Nights returns to Splash! on select Sundays from 7:30 to 9 p.m., beginning June 24. Admission is \$9 and \$6 for deck seating.

June 24	Coco
July 22	Despicable Me 3
August 12	Finding Dory
September 2	Moana

INDEPENDENCE CELEBRATION: The festive Independence Day celebration will take place July 3 from 4 to 9 p.m. at La Mirada Regional Park. The annual event will feature live music from Soul Kitchen and Country Club, a selection of food and treats sold by local service organizations, a patriotic program and a spectacular fireworks display.

STROLL IN THE PARK: Stroll in the Park will be held July 26 from 6:30 to 8 p.m. at Creek Park. The event will feature three musical acts including Upstream, Kulayd, and a sponsored band from Los Angeles County Supervisor Janice Hahn.

NATIONAL NIGHT OUT: Residents and members of law enforcement join together on National Night Out to heighten crime and drug prevention and to build participation in

local anti-crime programs. The event will take place August 2 from 6:30 to 8 p.m. at La Mirada Regional Park during the weekly summer concert.

SPLASH! FAMILY CAMP: On August 3-4, families are invited to a fun night of camping at Buccaneer Bay waterpark. Activities include swimming in Buccaneer Bay, s'mores around a campfire, singing camp songs, dinner, dessert, and a continental breakfast.

FATHER AND SON CAMPOUT: Campers of all ages are invited to enjoy an evening under the stars, complete with s'mores, crafts, games, and a movie. Participants may grill their own food or purchase a meal for a nominal fee. The Father and Son Campout will be held August 17-18 at Neff Park.

RECOMMENDED ACTION

It is recommended that the Community Services Commission review and discuss summer events.