

**AGENDA FOR THE REGULAR MEETING
OF THE COMMUNITY SERVICES COMMISSION
OF THE CITY OF LA MIRADA
AUGUST 1, 2018 – 6:30 P.M.
COUNCIL CHAMBERS, CITY HALL, 13700 LA MIRADA BOULEVARD
LA MIRADA, CALIFORNIA 90638**

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

APPROVAL OF MINUTES

1. **MINUTES OF THE REGULAR MEETING OF JUNE 6, 2018** - It is recommended the Community Services Commission approve the minutes of the regular meeting of June 6, 2018.

UNFINISHED BUSINESS

NEW BUSINESS

2. **SPRING BEAUTIFICATION-** It is recommended the Community Services Commission review and discuss the Spring Beautification report.
3. **SUMMER CLASS PARTICIPANT SURVEY-** It is recommended the Community Services Commission review and discuss the summer class participant survey.
4. **VOLUNTEER RECOGNITION CONCERT –** It is recommended the Community Services Commission review and discuss the Volunteer Recognition Concert.
5. **HALLOWEENFEST –** It is recommended the Community Services Commission review and discuss the Halloweenfest event.

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 24th day of July 2018



Micaela Diorez
Community Services Secretary

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

JUNE 6, 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
 Oliver Osuna, Community Services Supervisor
 Liza Soto, Aquatics Manager
 Micaela Diores, Community Services Secretary

APPROVAL OF MINUTES

1. MINUTES OF THE REGULAR MEETING OF MAY 2, 2018

Commissioner Dames moved and Commissioner Cline seconded to approve the minutes of the May 2, 2018 meeting.

MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:

AYES: Commissioners Cline, Cota, Dames, Gramajo, Lee, Vice Chairman Savage

NOES: None

ABSENT: Commissioner Lord

ABSTAIN: None

REORGANIZATION

2. REORGANIZATION OF THE COMMUNITY SERVICES COMMISSION

Community Services Director Lori Thompson introduced the item. Community Services Secretary Micaela Diores opened the floor for nominations for Chairman of the Community Services Commission.

Commissioner Dames moved and Commissioner Cota seconded to elect Vice Chairman Savage as Chairman of the Community Services Commission.

MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:

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

Community Services Secretary Diores said nominations were open for the position of Vice Chairman.

Chairman Savage moved and Commissioner Cline seconded to elect Commissioner Cota to serve as Vice Chairman of the Community Services Commission.

MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:

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

UNFINISHED BUSINESS

3. CAPITAL IMPROVEMENT PROJECTS UPDATE

Community Services Director Thompson provided an update on capital improvement projects, including the Neff House, George House and Neff Barn Roof Replacement, and the Playground Equipment Replacement at Gardenhill and Windermere Parks.

Vice Chairman Cota inquired if funds from the Mina Neff Bequest would be used for the roof replacement project.

Community Services Director Thompson responded and said the project would primarily be funded through the Community Development Block Grant, but Mina Neff's bequest may be used if necessary.

Chairman Savage stressed the importance of meeting certain regulations to preserve the historical value of the Neff House.

Commissioner Cline recommended revenue from Neff Park reservations be used to aid in the preservation of the Neff Estate.

Community Services Director Thompson thanked Commissioner Cline for her recommendation and said it would be reviewed by staff.

Commissioner Lee inquired if there was a completion date set for the roof replacement project.

Community Services Director Thompson said that the project was ongoing and would be completed in phases based on prioritization.

Vice Chairman Cota reported several recommendations made by the Commission during the annual park review have been implemented at Neff Park, including the updated signage.

4. 2018 CONCERTS UNDER THE STARS AND NIGHT MARKET

Community Services Director Thompson reported on the 2018 Concerts Under the Stars and Night Market to be held on June 14 and every Thursday through August 9 at La Mirada Regional Park. She said the summer series would comprise of the newly added night market beginning at 3 p.m. and live music from 6:30 to 8 p.m.

Commissioner Cline inquired if tent cards advertising the concert dates were available.

Community Services Director Thompson responded and said tent cards would be distributed at the initial concert on June 14 and available at City facilities beginning June 11.

Community Services Supervisor Oliver Osuna said the night market would consist of various ready to eat food items and several craft vendors. He said Tom's Tailgate would be present during the Independence Celebration on July 3 and Stroll in the Park on July 26.

Vice Chairman Cota recommended an increase in event marketing for the concert series.

Community Services Supervisor Osuna said the event would be advertised through the *La Mirada Living*, City marquees, and social media sites. He said cross street banners

would be displayed on La Mirada Boulevard and Alondra Boulevard, La Mirada Boulevard and Leffingwell Road, and La Mirada Boulevard and Rosecrans Avenue.

Community Services Director Thompson encouraged Commissioners to volunteer as a concert emcee.

Commissioner Cline volunteered to emcee the concert on June 14.

5. SUMMER EVENTS 2018

Community Services Director Thompson reported on the City's summer events and programs, including the World's Largest Swim Lesson on June 21, Independence Celebration on July 3, Stroll in the Park on July 26, National Night Out on August 2, Family Camp on August 3 and 4, Father and Son Campout on August 17 and 18 and Swim-in Movie Nights at Splash!. She said the summer activity flyer was recently received by local schools.

Vice Chairman Cota inquired if pre-registration for the World's Largest Swim Lesson was required.

Community Services Director Thompson said pre-registration was recommended, but not required.

PUBLIC COMMENT

None

SENIOR, HISTORICAL, AND YOUTH COUNCIL REPORTS

Community Services Director Thompson introduced the new Youth Council Chairman, Adriana Perez.

Chairman Perez reported the Youth Council would provide assistance during the Concert Under the Stars series and the Father Son Campout.

Historical Preservation Advisory Council Vice Chairman Marlene Olsen discussed the replacement of missing and damaged tree plaques at Neff Park and a possible tree sponsorship program. She reported on the Historical Council's need for member recruitment and the donation of a 1953 incinerator, which is pending City approval. She said the Mother Daughter Tea event on May 12 and All That Dance on June 1 were well attended. She reported mailers advertising All That Dance were not received.

COMMISSION ANNOUNCEMENTS

Vice Chairman Cota reported on the Memorial Day event held at Oliver Lawn Memorial Park on May 28. She said the Relay for Life event held at Splash! on May 18 and 19 raised over \$111,000 benefitting the American Cancer Society.

Commissioner Lee said he attended the Study Session meeting of the La Mirada City Council on May 8 and was pleased with the proposed budget for the new fiscal year.

Commissioner Dames announced that 23 baseball players ages 10 and 11 from La Mirada's sister city of Isehara, Japan would stay with 11 host families beginning July 24 through August 3. He said the 12 day visit would include trips to local attractions and a friendly game against La Mirada Baseball League's Pony Division.

Commissioner Cline reported on the Memorial Day event on May 28 and her attendance at the Spring Beautification Awards to be held June 11.

STAFF ANNOUNCEMENTS

Community Services Director Thompson introduced new Aquatics Manager Liza Soto.

Community Services Director Thompson reported on the Little Free Library constructed and managed by Girl Scout Troop 15564 at Gardenhill Park. She said the Department conducted its annual in-service training for 230 staff members on June 3, with site specific trainings scheduled throughout the week. She reported on the FINA Synchronized Swim Meet on June 7 and the new format during this year's Spring Beautification Awards on June 11.

Community Services Director Thompson announced her retirement from the City of La Mirada on July 15. She said beginning mid-August, Community Services Supervisor Osuna would fill the position as Acting Community Services Director.

The Community Services Commission thanked Mrs. Thompson for her years of service and congratulated her on her retirement.

ADJOURNMENT

The meeting was adjourned at 7:25 p.m.

Submitted:

Attest:

Micaela Diores
Community Services Secretary

Susan Savage
Chairman

NEW BUSINESS

**Community Services Commission
August 1, 2018**

TO: Community Services Commission
FROM: Oliver Osuna, Community Services Supervisor
ORIGINATED BY: Veronica Luna, Senior Recreation Leader II
SUBJECT: SPRING BEAUTIFICATION

BACKGROUND

The City's annual Spring Beautification program recognizes homeowners for the upkeep and exterior maintenance of their properties. Volunteer judges canvass neighborhoods in the spring nominating homes, apartment complexes, schools, houses of worship, and businesses to be recognized as La Mirada's "Most Outstanding" properties. Homeowners and property owners/managers are then recognized by the City Council at an awards ceremony held in June at the La Mirada Theatre for the Performing Arts.

The format for the awards ceremony has remained largely unchanged for several years. In an effort to revitalize the event and increase interest in the awards ceremony, staff proposed several modifications to the 2018 awards ceremony during the City Council study session on February 13, 2018.

FINDINGS

The most notable modification to the 2018 awards ceremony, held June 11, was the relocation of the ceremony from the Theatre's auditorium to the lobby. This change was made to avoid logistical challenges for the awards ceremony created by the production set. Additionally, the 1,251-seat auditorium far exceeds the event's average attendance of 245 guests. With a move to the lobby, award recipients and guests were treated to a more intimate and modern awards ceremony. A selection of hors d'oeuvres, desserts, wine and other non-alcoholic beverages were served during the event's proceedings. Videos showcasing the winning homes, the presentation of awards by the Mayor, and photographs remained part of the ceremony. These modifications helped to invigorate and generate excitement for the Spring Beautification awards ceremony and provided a more personal and meaningful event for the award recipients.

RECOMMENDATION

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

NEW BUSINESS

**Community Services Commission
August 1, 2018**

TO: Community Services Commission
FROM: Oliver Osuna, Community Services Supervisor
ORIGINATED BY: Joshua A. Gire, Community Services Coordinator
SUBJECT: **SUMMER CLASS PARTICIPANT SURVEY**

BACKGROUND

The City of La Mirada strives to provide quality recreation and aquatic classes to members of the community. Regular feedback from class participants is critical toward meeting this goal, and is used by Community Services staff to gain insight on program satisfaction, strengths, and weaknesses. Feedback and recommendations received are also used to address possible gaps in programming and in determining which classes to offer in the future.

FINDINGS

For the summer 2018 session, staff received 371 responses to the participant survey emailed to patrons at the conclusion of a class. Surveys aim to procure suggestions on class offerings, and evaluate the quality of instruction being given. As shown in Attachment "A", of the 371 returned surveys, nearly 96 percent of class participants, or the guardians of, feel instructors are making good use of class time and providing more than adequate interaction with participants. Survey results also indicate that almost 95 percent of participants are satisfied with their class experience. When asked about the quality of the class, and value based on fees paid for the class, 93 percent of participants expressed positive feelings toward the quality of the class, with 93 percent of participants indicating they felt the value of the class matched the fees paid. Survey results also indicate 87 percent of survey respondents would recommend Community Services classes to others.

The updated participant survey is also designed to give staff insight on how to direct outreach efforts by learning how community members are hearing about classes, and how they enroll in classes. Survey results indicate that a major portion of survey respondents are still learning about class offerings through the La Mirada Living. Nearly one-third of respondents indicated they still rely on the quarterly recreation brochure. While members of the community rely on the printed Living for information on classes, they have increasingly registered for classes via the City's website. 71 percent enrolled in a class online versus 22 percent who preferred to complete an enrollment in person, and 7 percent utilized the phone registration option to complete enrollment. Survey results also indicated that participation in a recreation or aquatics class often resulted in

future enrollment. Nearly 80 percent of respondents indicated they, or their child, had previously taken a class with the City of La Mirada.

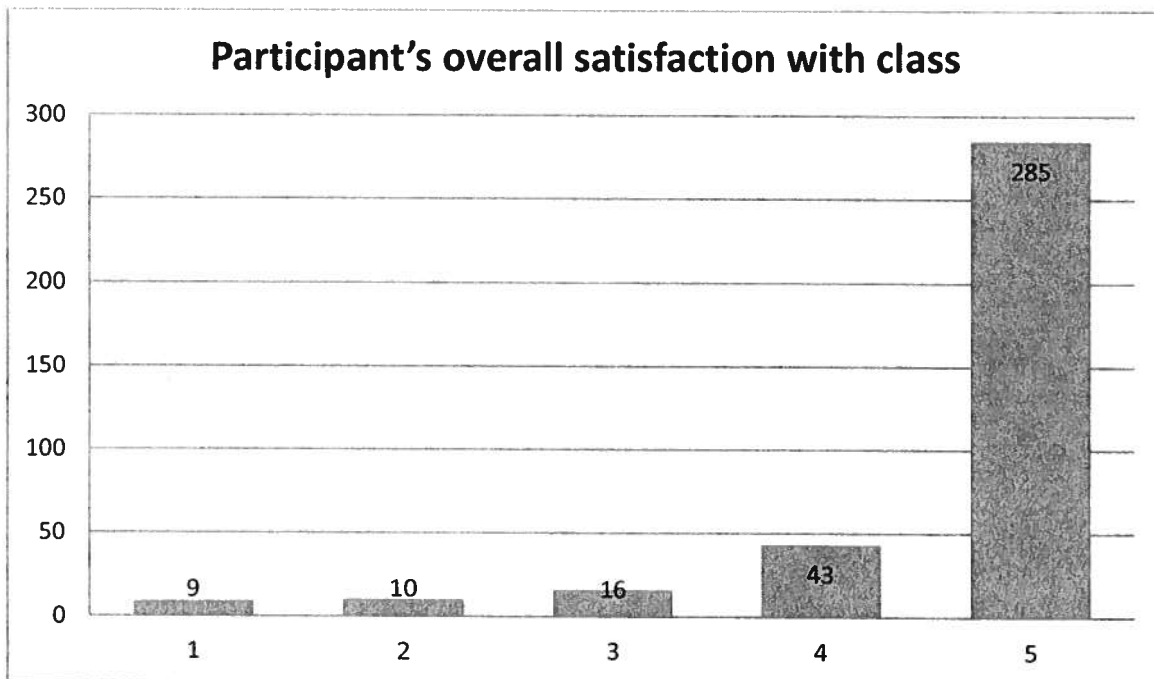
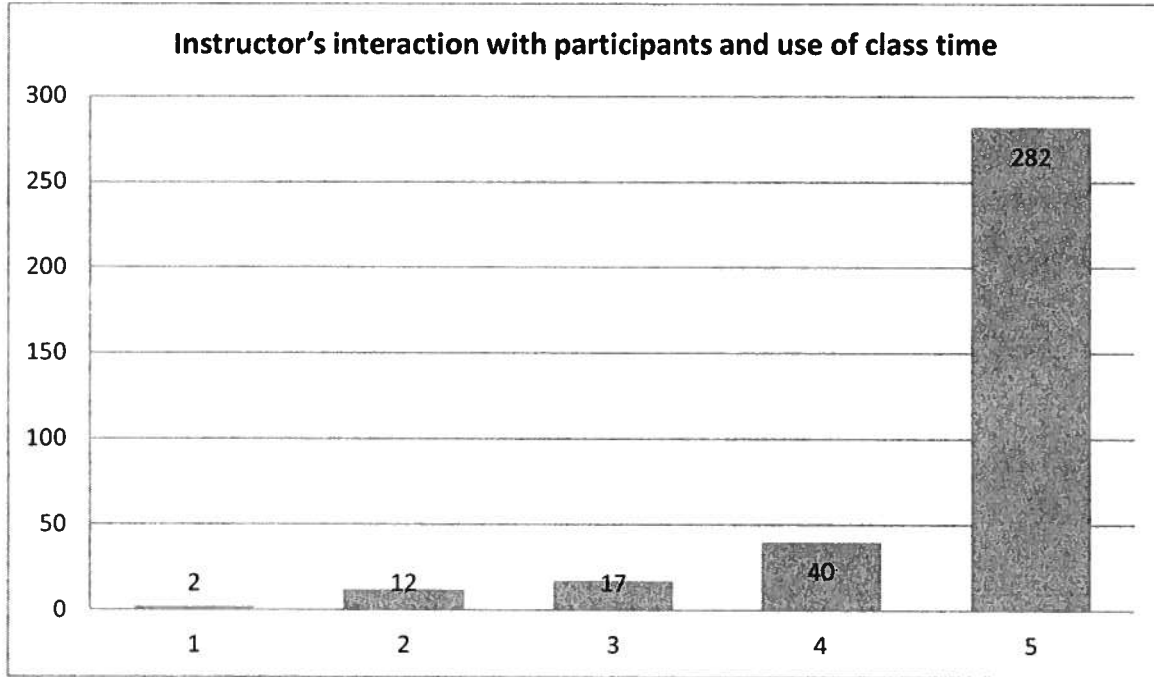
Lastly, the updated survey, the same as previous iterations of the survey, asked participants for recommendations on future classes. Recommendations included additional offerings of swim classes, cultural arts instruction, yoga classes, and more overall class offerings during the weekend and evening hours. The majority of classes offered by the City are provided through private contract instructors. Staff continually receives solicitations from potential contract instructors, and often meets with staff from neighboring cities. Through these two avenues, staff will aim to fulfill requests submitted by community members.

RECOMMENDED ACTION

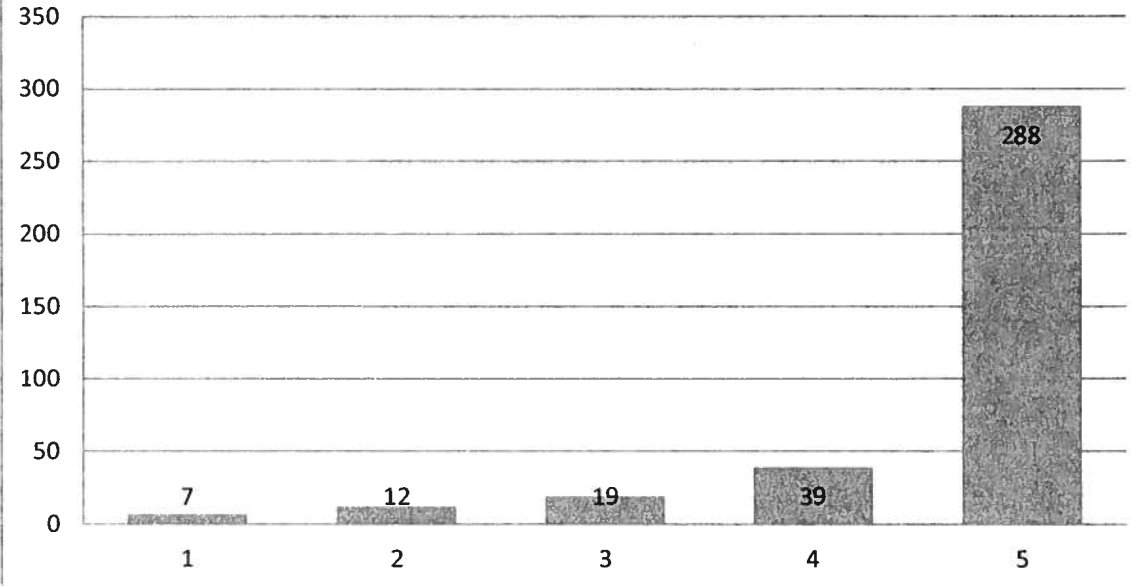
It is recommended the Community Services Commission review and discuss this report.

ATTACHMENT "A"

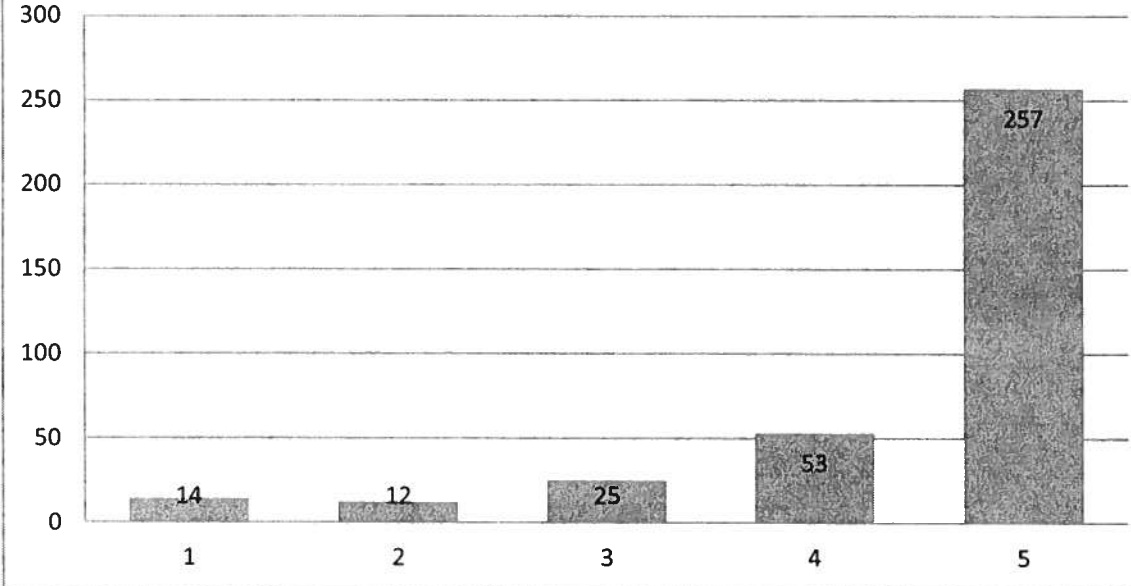
Rating is 1 through 5, with 5 being the best and 1 being poor.



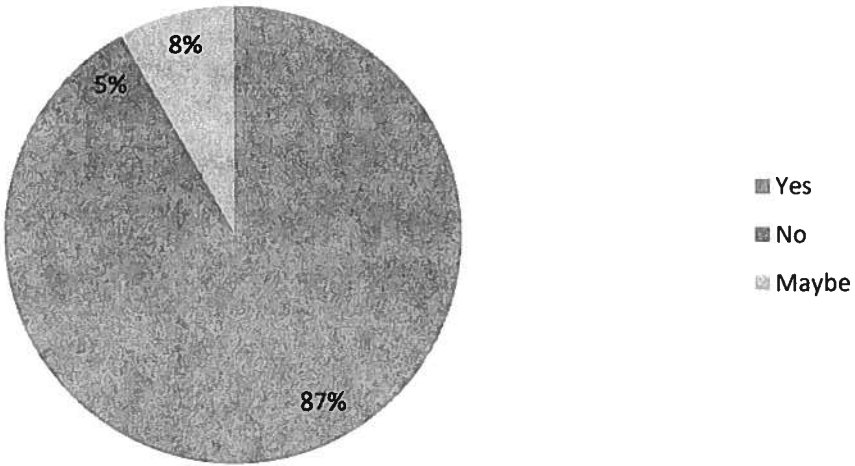
Overall quality of the class



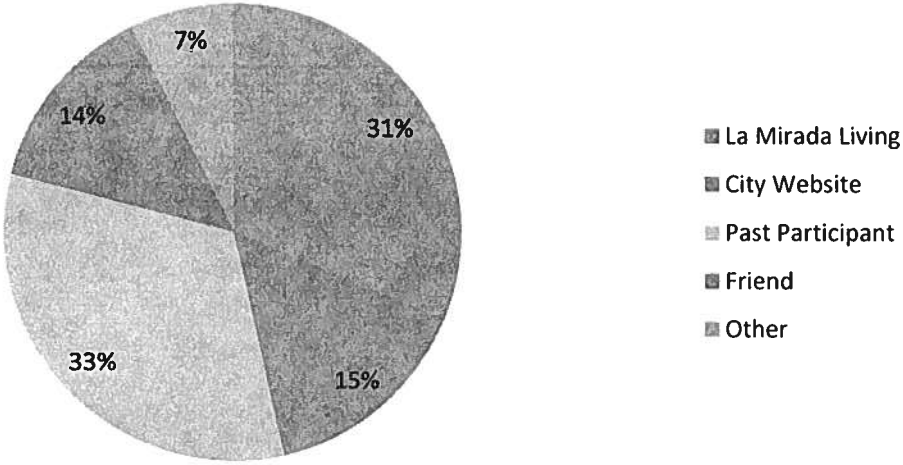
Value of class based on fees charged



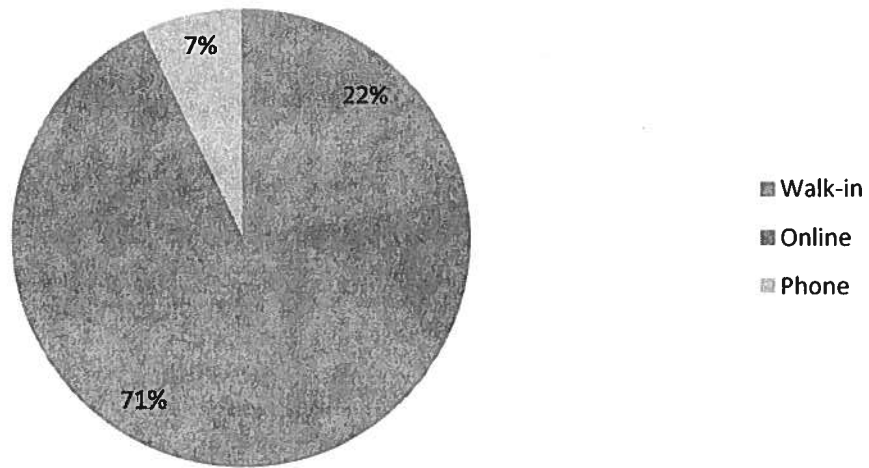
Would you recommend the class to others?



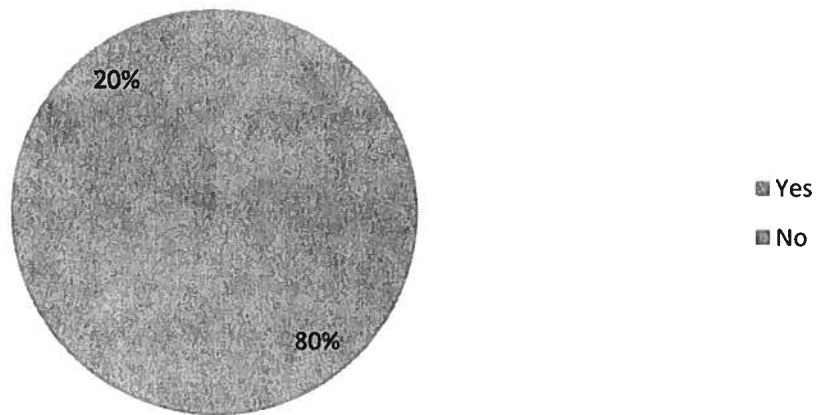
How did you hear about this class?



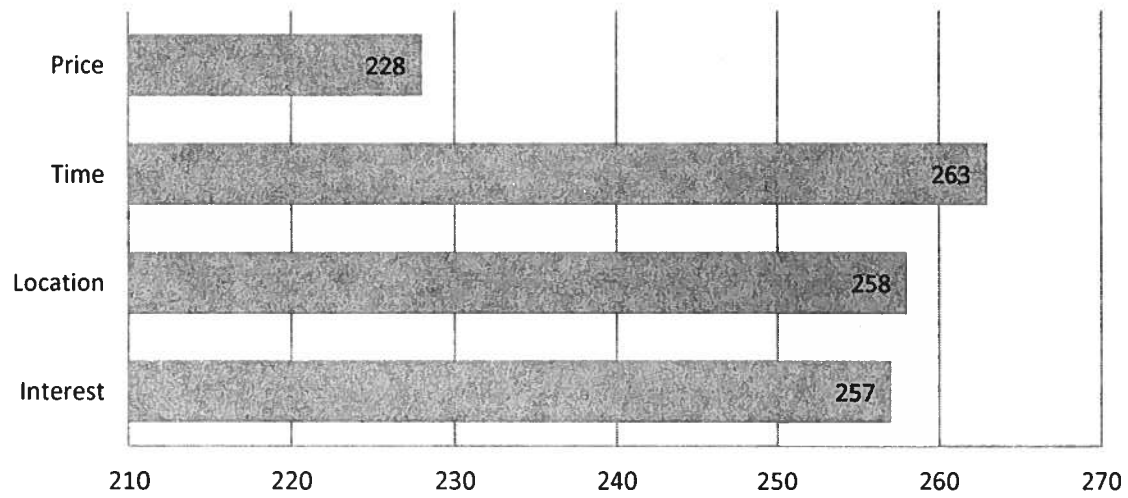
How did you register for this class?



Have you, or your child, previously taken a class through the City of La Mirada?



Which factors were the most important to you in considering enrolling in this class?



NEW BUSINESS

**Community Services Commission
August 1, 2018**

TO: Community Services Commission
FROM: Oliver Osuna, Community Services Supervisor
ORIGINATED BY: Samantha Salazar, Senior Recreation Leader II
SUBJECT: **VOLUNTEER RECOGNITION CONCERT**

BACKGROUND

Since 2012, the City has coordinated an annual Volunteer Recognition Concert in conjunction with the Concert Under the Stars series. This event recognizes participants in the City's Volunteers in Action and Leaders in Training programs.

FINDINGS

The 2018 Volunteer Recognition Concert is scheduled for Thursday, August 9 at La Mirada Regional Park. The band Retro Station will perform musical hits from the 1950's and 1960's. 81 City volunteers who have contributed 100 or more service hours between August 2017 and July 2018 were invited to attend. Those in attendance will receive a complimentary meal provided by Lascari's, Italian ice cream provided by BFF Italian Ice, and a token of appreciation.

Festivities will also include onstage acknowledgement of 14 volunteers with 300 service hours served within the 12 month time period by the Community Services Commission prior to the start of the concert. Recipients of this recognition are listed below.

Robert Barreda
Lucy Crabb
Jill R. Edenfield
Mariann Hampton
Terry Hartshorne
Mary Herdy
Patricia Hernandez

Michael Hilland
Anna Kaopuiki
Norwin Katzen
Michele Pisa-Jones
Sharlene Ricker
Martha Rojas
Shirley Russo

RECOMMENDED ACTION

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

NEW BUSINESS

**Community Services Commission
August 1, 2018**

TO: Community Services Commission
FROM: Oliver Osuna, Community Services Supervisor
ORIGINATED BY: Jorge Orozco, Community Services Coordinator
SUBJECT: HALLOWEENFEST

BACKGROUND

The City of La Mirada's annual Halloweenfest event will be held on Wednesday, October 31, from 4:30 to 8 p.m.

FINDINGS

Halloweenfest is traditionally held at the Neff Estate and features costume contests, crafts, games, bounce houses and a haunted maze located inside the Neff Barn. A trick or treat area geared for younger attendees and tours of the historic Neff Mansion is also available during the event.

The Neff House, George House and Neff Barn Roof Replacement project is scheduled to begin this fall and continue through October and November. During the scheduled construction, members of the public will not be permitted to enter the Barn, which houses the "haunted maze" during the Halloweenfest event. As a result, staff is exploring other possibilities including alternative locations for the event, utilization of a portable haunted house, or possibly the omission of this year's haunted maze.

RECOMMENDED ACTION

It is recommended that the Commission review and discuss this report.