

**AGENDA FOR THE REGULAR MEETING
OF THE COMMUNITY SERVICES COMMISSION
OF THE CITY OF LA MIRADA
DECEMBER 5, 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	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 NOVEMBER 7, 2018** - It is recommended the Community Services Commission approve the minutes of the regular meeting of November 7, 2018.

NEW BUSINESS

2. **SANTA LETTERS PROGRAM** – It is recommended the Community Services Commission review and discuss the Santa Letters program.
3. **2018 HOLIDAY TOY AND FOOD DRIVE** – It is recommended the Community Services Commission review and discuss the 2018 Holiday Toy and Food Drive.
4. **ACTIVE SHOOTER AND EMERGENCY SITUATIONS TRAINING** – It is recommended the Community Services Commission review and discuss the Active Shooter and Emergency Situations training.
5. **2019 FATHER DAUGHTER DANCE** – It is recommended the Community Services Commission review and discuss the 2019 Father Daughter Dance.

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 29th day of November 2018



Micaela Diores
Community Services Secretary

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

NOVEMBER 7, 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 Pete Dames
Commissioner Diane Gramajo
Commissioner Steve Lee
Commissioner Michael Lord
Vice Chairman Misty Cota
Chairman Susan Savage

Staff:

Oliver Osuna, Acting Community Services Director
Paul Castillo, Community Services Supervisor
Joshua Gire, Community Services Coordinator
Jorge Orozco, Community Services Coordinator
Micaela Diores, Community Services Secretary

APPROVAL OF MINUTES

1. MINUTES OF THE REGULAR MEETING OF OCTOBER 3, 2018

Commissioner Cline moved and Commissioner Gramajo seconded to approve the minutes of the October 3, 2018 meeting.

MOTION CARRIED BY THE FOLLOWING ROLL CALL VOTE:

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

NEW BUSINESS

2. COMMUNITY SERVICES SUMMER RECREATION ENROLLMENT AND REVENUE REPORT

Acting Community Services Director Oliver Osuna introduced Community Services Coordinator Joshua Gire.

Community Services Coordinator Gire said 148 recreation programs were offered during the 10-week summer session and he provided a brief overview of several recreation classes for differing age groups. Community Services Coordinator Gire said results of the participant surveys indicated an overall satisfaction in the City's recreation programs and that 32 percent of those surveyed learned of the class through the *La Mirada Living*.

Acting Community Services Director Osuna said 4,513 community members were registered in recreation programs during the summer 2018 session, generating \$461,392.

Chairman Savage stated the importance of ongoing program evaluation.

Vice Chairman Cota expressed her appreciation for the quarterly *La Mirada Living* and said it continues to be a main source of City information for many residents.

Commissioner Cline recommended Robotics and general engineering courses continue to be offered and advertised.

Commissioner Lee inquired if the participant surveys resulted in any recommendations.

Community Services Coordinator Gire responded and said a cooking class was a common suggestion and has been explored in the past. He said class recommendations are used to ensure quality and desired programs are being offered.

Commissioner Lee commended the quality of the *La Mirada Living*. He inquired of any concerns regarding costs associated with publishing the catalog in full color and if the possibility of deviating away from the physical copy to compel online viewing and registration has been considered.

Community Services Coordinator Gire responded and said there was no significant price increase in printing the catalog in full color. He said surrounding cities experienced a substantial decrease in enrollment after physical catalogs provided to their residents were discontinued.

Vice Chairman Cota said many older adults in the community continue to rely on the *La Mirada Living* for City news and class information.

3. YOUTH IN GOVERNMENT

Acting Community Services Director Osuna introduced Community Services Coordinator Jorge Orozco.

Community Services Coordinator Orozco introduced Youth in Government participants Adriana Perez, Aden Orozco, and Benjamin Coronado. He reported 22 La Mirada High School students were paired with City counterparts for the Youth in Government program. He said students would be mentored and assisted by staff in presenting a community project proposal to the La Mirada City Council on February 26.

Commissioner Lord requested a Youth in Government presentation be provided at an upcoming La Mirada Community Foundation meeting.

Commissioner Cline recommended Los Angeles County Sheriff Jim McDonnell as a speaker during the Youth in Government luncheon. She also recommended the speech be filmed and shared with additional students.

4. 2018 CHILI HOLIDAY CELEBRATION

Acting Community Services Director Osuna introduced Community Services Supervisor Paul Castillo.

Community Services Supervisor Castillo reported on the Chili Holiday Celebration to be held December 1 at Splash!.

Vice Chairman Cota shared a community recommendation for plant based chili.

Commissioner Cline recommended synchronized swimming performances be advertised in next year's event flyer.

PUBLIC COMMENT

Resident Rick Cline thanked the City and commended staff for the Salute to Veterans event held November 5 at the La Mirada Theatre for the Performing Arts.

SENIOR, HISTORICAL, AND YOUTH COUNCIL REPORTS

Youth Council Chairman Adriana Perez said some 350 children participated in the scavenger hunt provided by the Youth Council during Halloweenfest. She said members would also volunteer during the Chili Holiday Celebration.

Historical Preservation Advisory Council Vice Chairman Marlene Olsen reported on a potential history of local government class at Biola University that may assist the Historical Preservation Advisory Council with historical tours. She reported tours of the Neff Mansion are on hiatus pending the completion of roof renovations at the Neff Estate.

Senior Council Chairperson Larry Torres commended staff on the Volunteer Appreciation Day and Salute to Veterans event. He reported on the La Mirada Art Colony's "Mirrors of your Mind" showcase and that a "Grateful for You" breakfast would be hosted by The Palms in honor of Veterans Day on November 13.

COMMISSION ANNOUNCEMENTS

Commissioner Lord reported the La Mirada Community Foundation was registered as an AmazonSmile charitable organization and eligible to receive donations through the site.

Commissioner Gramajo commended staff for a well-attended Halloweenfest event.

Vice Chairman Cota reported on La Mirada Chamber of Commerce's mentorship program with La Mirada High School and that La Mirada Theatre Director BT McNicholl and Senior Council Member Jeanette Jenkins would be highlighted during an upcoming La Mirada Ebell meeting. She said the kickoff for the Love La Mirada Day of Service on May 4, 2019 would take place at Granada Heights Friends Church. Vice Chairman Cota attended the Salute to Veterans event and recommended a decorated hero be requested as next year's Wounded Warrior speaker.

Commissioner Cline thanked the Youth Council for its volunteer efforts during community events. She recommended an increase in advertising for next year's Salute to Veterans event.

STAFF ANNOUNCEMENTS

There were no staff announcements.

ADJOURNMENT

The meeting was adjourned at 7:16 p.m.

Submitted:

Attest:

Micaela Diores
Community Services Secretary

Susan Savage
Chairman

NEW BUSINESS

**Community Services Commission
December 5, 2018**

TO: Community Services Commission
FROM: Oliver Osuna, Acting Community Services Director
ORIGINATED BY: Jorge Orozco, Community Services Coordinator
Ashley Chanman, Senior Recreation Leader I
SUBJECT: SANTA LETTERS PROGRAM

BACKGROUND

The City of La Mirada’s annual “Letters to Santa” program is taking place now through December 18. Special holiday mailboxes are located at the La Mirada Resource Center, City Hall, and Splash! La Mirada Regional Aquatics Center.

FINDINGS

The City’s Letters to Santa program invites all children to write a letter to Santa listing their Christmas wishes. Letters come from schools, either by individual student or by classrooms. Some letters indicate how the child is performing in school, their grades, and items on their wish list. ‘Santa’ responds to each letter received and individualizes it for each child.

The City recently upgraded the special holiday themed mailboxes for children to drop off their letters. The mailboxes more easily accessible for children, and allow for them to walk up and simply place their letter in the mailbox slot.

The program has been responding to children’s letters for over 15 years. In recent years, the program has seen an increase in the amount of letters received as seen below:

Year:	Letters Received:
2017	338
2016	281
2015	200

Staff will maintain efforts to respond to as many letters as possible this holiday season.

RECOMMENDED ACTION

It is recommended that the Community Services Commission review and discuss the Santa Letters program.

NEW BUSINESS**Community Services Commission
December 5, 2018**

TO: Community Services Commission
FROM: Oliver Osuna, Active Community Services Director
ORIGINATED BY: Lisa Montoya, Community Services Supervisor
SUBJECT: 2018 HOLIDAY TOY AND FOOD DRIVE

BACKGROUND

The City of La Mirada annually sponsors the Holiday Toy and Food Drive collecting unwrapped toys and nonperishable food items for distribution to local children and families in need.

FINDINGS

The 2018 community-wide Holiday Toy and Food Drive began November 1 and will continue through December 14. All food and toy donations collected will be used to help prepare holiday boxes that will go toward spreading holiday cheer to local families in need.

A total of 33 donation bins have been placed at participating local businesses, organizations, and civic facilities throughout the community. All items collected will be distributed to five local partner organizations including, the La Mirada Volunteer Center, St. Paul of the Cross Catholic Church, Good Sam Pantry at Beatitudes of Our Lord Catholic Church, Interfaith Food Center, and Grace Food Bank at Grace Evangelical Free Church.

Last year a total of 3,375 non-perishable food items were collected; this included 900 food items donated by Los Coyotes Middle School students and faculty. A total of 912 new toys were also collected. La Mirada Little League contributed a large portion of the toys collected.

RECOMMENDED ACTION

It is recommended the Community Services Commission discuss the 2018 Holiday Toy and Food Drive.



City of La Mirada

Holiday Toy & Food Drive

NOVEMBER 1 through **DECEMBER 14**



New, unwrapped toys and non-perishable food items will be accepted for distribution to local children and families.

Thank you for your support
— of local families —



Items may be brought to any City facility, local partner, or the Chili Holiday Celebration on December 1 at Splash!. For more information, contact the Activity Center at (562) 902-3160.

NEW BUSINESS

**Community Services Commission
December 5, 2018**

TO: Community Services Commission
FROM: Oliver Osuna, Acting Community Services Director
ORIGINATED BY: Amanda Ponce de Leon, Community Services Coordinator
SUBJECT: **ACTIVE SHOOTER AND EMERGENCY SITUATIONS TRAINING**

BACKGROUND

The Community Service Department offers numerous programs, events and services for participants of all ages throughout the community. Within the large variety of offerings, safety remains a top priority for all staff, volunteers and program participants. In recent years, there has been an unfortunate increase in the number of active shooter or major emergency situations occurring throughout the world.

FINDINGS

In an effort to better prepare staff should a situation arise, Community Services and Public Safety staff attended an Active Shooter and Emergency Situations training on November 20 and November 27 at the Resource Center. The training was provided by the Los Angeles County Sheriff's Department and is being presented throughout the County to agencies wishing to better prepare staff members for these unfortunate types of situations. The four hour training included statistics, examples of previous incidents, signs and warnings, and best practices for barricading and seeking safe shelter.

Action plans or best practices will be discussed with each program or facility and will be tailored to meet the needs of the facility as well as the participants involved in programming of the specific locations.

RECOMMENDED ACTION

It is recommended the Commission review and discuss this report.

NEW BUSINESS

**Community Services Commission
December 5, 2018**

TO: Community Services Commission
FROM: Oliver Osuna, Acting Community Services Director
ORIGINATED BY: Samantha Coutts, Senior Recreation Leader II
SUBJECT: 2019 FATHER DAUGHTER DANCE

BACKGROUND

The City of La Mirada plans and organizes a number of special events throughout the year aimed at creating family friendly experiences for community members. Events include concerts, health and wellness fairs, and dances for community members of all ages.

FINDINGS

The 2019 Father Daughter Dance is scheduled for Friday, February 8 from 7 to 9 p.m. at the La Mirada Gymnasium. This year's dance will feature the theme "Night Among the Stars." Girls' and their guest are invited to walk the red carpet for a Hollywood awards show inspired event that will feature crafts, music, dancing, dinner and refreshments. Souvenir photos will be included in the evening's festivities. Ticket price is \$37 per couple and \$17 per additional child. Over 250 guests are expected at this year's event.

RECOMMENDED ACTION

It is recommended the Community Services Commission review and discuss the upcoming 2019 Father Daughter Dance.