



MINUTES
Recreation and Community Services Commission
Adjourned Regular Meeting
July 12, 2023

MEETING WAS CALLED TO ORDER at 6 p.m. by Chairperson Ted Spaseff.

PLEDGE OF ALLEGIANCE was led by Commissioner Dave Allen.

ROLL CALL: PRESENT: Chairperson Ted Spaseff
Vice Chairperson Stacy Valdez
Commissioner Dave Allen
Commissioner Veronica Lucio
Commissioner Anitza Valles

OTHER - REORGANIZATION OF COMMISSION OFFICERS

Nominations were opened for commission chairperson for a term of one year. Commissioner Veronica Lucio motioned to nominate Vice Chairperson Stacy Valdez to serve as chairperson. The motion was seconded by Commissioner Dave Allen. Upon unanimous roll call vote, the motion was carried.

Nominations were opened for commission vice chairperson for a term of one year. Commissioner Ted Spaseff motioned to nominate Commissioner Veronica Lucio to serve as vice chairperson. The motion was seconded by Commissioner Anitza Valles. Upon unanimous roll call vote, the motion was carried.

APPROVAL OF MINUTES: Meeting of June 14, 2023. A motion was made by Commissioner Dave Allen and seconded by Vice Chairperson Veronica Lucio to approve the minutes from the meeting of June 14, 2023. The motion was carried with a unanimous roll call vote with Commissioner Anitza Valles abstaining.

ANNOUNCEMENTS AND PRESENTATIONS:

Assistant Director Kevin Bright provided information regarding programming and upcoming events. Mr. Bright announced that the City of Lakewood would be partnering with Denny's to offer their Mobile Relief Diner to low income populations served in Lakewood—including clients from Project Shepherd, Human Services Association, DASH Transit, the Adaptive Recreation Program, and the three Lakewood senior apartment complexes. Mr. Bright shared that Denny's had contacted staff with an interest in serving the Lakewood community as a celebration of the location of the first Denny's Restaurant. It was said that "Breakfast for Dinner" would be available preceding the Play at Palms Movie Night under the Stars on Friday, July 14. Participants can register their families for a time slot to dine from 5:30-6:30 p.m. or 6:30-7:30 p.m., and then are invited to participate in the Play at Palms Movie Night featuring *Minions: The Rise of Gru* at 8 p.m.

Parks Superintendent Abel Andrade informed the commission that Edward Salas was recently promoted to Environmental Resources Division (ERD) Lead Worker for the Landscape and Turf

Maintenance crews, and ERD Lead Worker Kevin Arias would transfer over to the Park Maintenance crews.

Director Valarie Frost began her announcements by thanking Commissioner Spaseff for his time serving as Chairperson for the RCS Commission. She welcomed Chairperson Stacy Valdez to the role. Ms. Frost reminded the commission that the annual commission tour was scheduled for Wednesday, August 9. The commission was asked to inform their secretary of any sites they wish to visit. She asked that the commission attend the Public Safety and Emergency Preparedness Expo scheduled for Saturday, September 23 from 10:30 a.m. to 2 p.m. in the southeast parking lot of City Hall to view the Emergency Operations Center (EOC) set up.

Ms. Frost informed the commission that at the June 27 City Council meeting, Ariel Pe was named Mayor and Todd Rogers was named Vice Mayor.

Updates regarding capital improvement projects were provided by Ms. Frost. Regarding the Mayfair Pool, Ms. Frost shared that Public Works personnel had met with the city's on-call aquatics technician contractor on Monday, July 10 to assess the cause and possible solutions to restore the pool operations. It was said that both variable frequency drive (VFD) motor controllers and one motor had failed, likely due to moisture caused by a leak. Ms. Frost noted that it was still undetermined as to when the pool would be repaired. The commission was informed that all aquatics activities scheduled at Mayfair Pool were moved to McCormick Pool, and the Save a Life Event was cancelled. Ms. Frost noted that as more understanding is gained as it relates to the repair of the pool, the public and the commission would be informed.

Regarding the Rynerson Park Bridge, Ms. Frost reported that the removal of the north and south bridge over the Gridley channel was removed on Tuesday, July 11. It was said that the bridges were sent to an off-site facility to be refabricated by a skilled bridge manufacturer, and were expected to be under repair for approximately 10 weeks. The central ADA accessible bridge will remain in place during this period and provides park access from Studebaker Road.

Concerning the Public Works/Community Development Counter Improvements, Ms. Frost reported that the public counter and shared space improvements for the Community Development and Public Works departments at City Hall were well underway with the move of equipment, files and staff. It was said that construction work was scheduled to start on Monday, July 17. Both the Public Works and the Community Development operations were shifted to the Pan Am Room, so that on Monday July 17, in-person counter operations can continue in the Pan Am Room. Most of the counter plan check operations will be encouraged to be conducted online, but in-person support will still be available for residents' convenience.

Ms. Frost provided information to the commission regarding the Mini-Pitch system approved at the June 27 Council Study Session. It was said that at the study session the city accepted a grant from the United States Soccer Foundation, Inc., (USSF) to install a mini pitch soccer system (Mini Pitch) at Palms Park on the northern most basketball court. Ms. Frost shared that the Mini Pitch entails an acrylic resurfacing of the existing hardscape, installation of sideboards and goals to keep the game of soccer enclosed for small sided—typically five-vs-five to seven-vs-seven types of

soccer games. Ms. Frost shared that this opportunity was made possible by support from Jalen Neal, a professional soccer athlete from Lakewood. This project, which will also include the installation of four new basketball court standards, all new court lights and new acrylic surfacing throughout, is slated to begin in September, with a grand opening event hosted by USSF in November 2023.

Ms. Frost provided the commission with updates regarding the San Martin Park field lights. It was said that staff had identified low lighting levels on field #1 at San Martin Park. Only two of four bulbs were functioning. A purchase order for the replacement of all the light bulbs has been initiated by Public Works and the contractor is slated to begin the work in the coming weeks. In the interim, Lakewood Youth Sports games and adult softball games have been temporarily relocated to other parks.

Ms. Frost provided updates on The Centre lighting and ceiling replacement project in the ballroom. It was said that the project was slated to begin on Monday, July 31. The renovation of the ballroom will include new carpeting, new banquet chairs and a fresh coat of paint. It was said that the Public Works Department estimates that all work will be done by mid-October.

Lastly, Ms. Frost displayed a Parks Makes Life Better! Month slideshow for the commission.

Commissioner Spaseff commented that he loved the Parks Makes Life Better! Month slideshow. He stated that it was amazing to see all of the staff who work behind the scenes to make parks and events great. He noted that his favorite part was seeing the many logos of the RCS events and programs. He commended staff for a job well done at the LYS Opening Day Ceremony. He mentioned that he attended several Concerts in the Park and all were amazing. He shared his appreciation for the return of the Jr. Recreation Leader Program and mentioned that his grandson was a part of the program.

Chairperson Valdez mentioned that it was awesome to drive by and see all of the chairs set out at the park in advance of the Concerts in the Park each week. She stated that it was nice to see the community's love and support for the event.

REPORTS:

1. RCS Department Annual Budget

Mr. Bright reminded the commission that the entire city budget was approved at the June 13 City Council meeting and was a revision to the second year of 2022's two-year approved budget. Mr. Bright stated that annually staff revisits the budget in March. It was said that the current year's revision left RCS with an operating budget of \$15,974,744. He shared that the department continues to spend conservatively. The commission was informed that the revised budget reflected an increase of \$391,935 compared to the originally approved budget. It was said that the bulk of the increases were a result of cost-of-living and the approval of a contract to develop a Parks, Recreation and Community Services Master Plan. Mr. Bright pointed out that the majority of the department's spending comes in human resources. Concerning department revenue, Mr. Bright shared that the department's revenue was at \$1,542,025. He informed the commission that it was typical of the

department to estimate conservatively and ultimately outperform expected revenues.

Mr. Bright pointed out that increases in the Contract Services lines of the annual budget were due to the addition of a Parks, Recreation and Community Services Master Plan development, approved by City Council, and the purchase of special event insurance for all of the department's major special events.

Concerning The Centre, Mr. Bright pointed out that capital outlay comes in at \$137,800, with the majority of that cost going towards the purchase of the new chairs for the banquet rooms, the addition of a new dance floor, and various upgrades throughout the facility.

Lastly, Mr. Bright drew the commissions' attention to the ERD Park Maintenance Division budget line 7600, noting that at the department had requested an allocation of \$19,200 to allow for the hiring of additional part-time maintenance services aides at Rynerson Park.

Vice Chairperson Veronica Lucio shared that she frequented Rynerson Park often when her daughter was young and mentioned that staff has always done a great job maintaining the park. She stated that it was great to hear that funds had been allocated to allow for additional staff at Rynerson.

Moving forward, Mr. Bright announced that the second portion of the annual budget report—where the commission gets to annually reacquaint themselves with the entire RCS management team—would begin. The RCS Department Supervisors Caitlin Cariaso, Lorraine Delarosa, Kelly Garnetti, Jonathan Gorne, Jessica Johnson, Noel Munoz, and Brianna Tavera; Park Maintenance Lead Workers Kevin Arias and Ed Salas; and Recreation Coordinator Catherine Schad each presented slides and shared a personal story with the commission on where they have been, where they are, and where they are going. Mr. Bright explained that staffs' presentations would provide the commission with insight into the RCS team.

Commissioner Allen thanked the RCS staff for all of their hard work and efforts.

Commissioner Spaseff shared that he was proud of RCS staff for all that they have accomplished. He stated that staff always goes above and beyond what is required of them and mentioned that their sacrifice was very much appreciated. He thanked staff for their hard work.

Chairperson Valdez thanked staff for their leadership and service. She noted that staffs' dedication was what sets Lakewood apart from other cities.

City Manager Thaddeus McCormack thanked the entire RCS team for their presentations and for all of their hard work and dedication to enhancing the quality of life of Lakewood residents.

The commission received and filed the report on RCS Department Annual Budget.

2. Commission Newsletter No. 1

A written report of the Recreation and Community Services Department programs, events, services and maintenance activities for the month of June and a listing of upcoming activities for August 2023.

The Commission received and filed the report.

WRITTEN COMMUNICATIONS:

1. Letter to Madison Lane, Employee of the Month for May 2023.

ORAL COMMUNICATIONS

ADJOURNMENT:

There being no further business brought before the Recreation and Community Services Commission, Chairperson Valdez adjourned the meeting at 7:18 p.m. to Wednesday, August 9, at 5 p.m. in the Executive Board Room.

Michelle Williams, Administrative Secretary
Recreation and Community Services Commission