



## MINUTES

Recreation and Community Services Commission

Adjourned Regular Meeting held

September 14, 2016

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MEETING WAS CALLED TO ORDER at 5:29 p.m. by Chairperson Winnie Heiss

PLEDGE OF ALLEGIANCE was led by Vice Chairperson Kirk Real

ROLL CALL: PRESENT:     Chairperson Winnie Heiss  
                                  Vice Chairperson Kirk Real  
                                  Commissioner Dave Allen  
                                  Commissioner Ben Delarosa  
                                  Commissioner Ted Spaseff

APPROVAL OF MINUTES: Meeting of August 10, 2016. A motion was made by Vice Chairperson Kirk Real and seconded by Commissioner Dave Allen to approve the minutes. The motion was carried by unanimous roll call vote.

### ANNOUNCEMENTS AND PRESENTATIONS:

Director Lisa Litzinger previewed upcoming programs and events which include the annual Lakewood Special Olympics fundraiser on September 16 at the Lakewood Youth Center, and the 35<sup>th</sup> Senior Fall Craft Festival at the Weingart Senior Center on September 24 from 10 a.m. to 3 p.m. In October, the College Fair will be held at Mayfair Park on October 4 from 6 to 8 p.m., and on October 5 at the Burns Community Center, the Survive for 7 program will educate participants on survival during the first week following a catastrophe. Ms. Litzinger also explained that RCS staff and the city's Emergency Management Committee are working with a consultant to update the city's Emergency Operations Plan to ensure that the city is properly prepared and organized to respond in case of a disaster in the community. Then, on October 10, the Lakewood Education Foundation will once again hold a golf tournament to raise funds for Lakewood schools. This year, the event will have fun new components such as on-course small bites and beverages, and a few hole-in-one contests with various prizes including one, \$5,000 gift card prize. October 15 will be a busy day with the Lollipop Lane Craft Boutique at Mayfair Park from 9 a.m. to 3 p.m., and the grand opening of the two new playgrounds at Bolivar Park at 10 a.m. A Head-to-Toe Senior Health Fair, sponsored by Lakewood Regional Medical Center, will be held on October 20 from 9 a.m. to 12 p.m. in the Activity Room at Mayfair Park. To close out the month, a Fun-Tastic Family Night featuring a juggler will take place at The Centre on October 28.

Ms. Litzinger announced a few personnel changes that have recently occurred in the department. Administrative Clerk, Deborah Giemont accepted a promotional position in the city's Personnel Department. Duties and responsibilities of the remaining Administrative Clerks have been adjusted and a new Administrative Clerk assigned to the front counter in RCS should be named by the end of the week. Recreation Program Coordinator, Abraham Joven has accepted a position with a private organization close to his home. His last day at work is September 15 and the promotional recruitment to fill his position closes next week. Lastly, Community Services

Manager, Karen Plantz announced her intent to retire at the end of this year. A retirement luncheon will be held in her honor on December 14 at Fuddruckers.

Commissioner Ted Spaseff praised the Fall/Winter Recreation Catalog calling it “Top Knotch” especially when compared to other cities. He commented that the Patriot Day event was very nice and added that the performance by the choir was a bit hard to hear. Commissioner Spaseff continued by expressing thanks to the staff for a job well done with Monte Verde Day Camp. His grandchildren participated, one as a camper and one as a junior counselor, and they both loved it.

Vice Chairperson Kirk Real commented on how large the crowds were this year at the Summer Concerts in the Park. He also expressed his pleasure with the orientation and location of the stage.

Ms. Litzinger announced that the Facility/Program Tour under Reports will be heard at the end of the agenda.

**REPORTS:**

**1. Activities and Maintenance Report No. 3**

A written report was provided describing the Recreation and Community Services Department Programs, Services and Maintenance Activities for the month of August 2016, and a listing of upcoming activities for October 2016.

The Commission received and filed the report.

**WRITTEN COMMUNICATIONS:**

1. Letters to Part-Time Co-Employees of the Month of June, Caitlynn Brown and Robert Villanueva.

The Commission received and filed the report.

**ORAL COMMUNICATIONS:**

None.

**REPORTS:**

**2. Facility/Program Tour**

The Commission went on their annual tour of the following facilities:

**Bolivar Park** – The group boarded a DASH bus and proceeded to Bolivar Park where the progress of the installation of the school-age playground was previewed and described by staff. Valarie Frost explained that both the pre-school and school-age playgrounds will be completed, including the required safety audits on both, prior to the October 15 grand opening celebration. The park monument sign will be replaced at the corner of Del Amo Boulevard and Downey Avenue in time for the grand opening as well.

Prior to departing to the next stop on the tour, the group circled Bolivar Park in the bus. Ms.

Litzinger pointed out areas of the park that will be affected by a Stormwater Capture Project, including leveling the turf along Del Amo Boulevard, adding a t-ball backstop, relocating one picnic shelter, and replacing all three existing shelters.

**San Martin Park** – At San Martin Park, the group saw the newly resurfaced basketball courts. Then the group was shown the park office and activity room to see the new floor, interior paint and window shades. The park restrooms were also toured to show the new paint, light fixtures and epoxy floors. Before leaving, the group was able to witness the many youth sports teams and groups utilizing the field space for practices.

**Rynerson Park** – The bus drove slowly passed the entire length of Rynerson Park. The group was able to see the many patrons at Home Run Dog Park as well as those utilizing the new playground and fitness equipment.

**Palm Park** – The Commission had the opportunity to see the changes made at Palms Park since last year's tour of the facility. The windows to the gymnasium have been extended to the floor, and the planters in front of the windows have been filled in with stained concrete to match the existing flooring in the lobby. The group got to witness parents watching their children participate in a gymnastics class from this revitalized area.

A tour of the renovated DASH office was provided by Community Transportation Supervisor Janet Mondragón. In the space there is a reception area where clients are greeted, and a separate quiet dispatch room where staff schedules appointments and assists clients over the phone. A break room has been added for DASH staff and a private office was incorporated for the supervisor.

Since the DASH office now utilizes the space that was once the park supervisor's office, a new office space was created. The Commission toured the new office created for the Community Services Supervisor assigned to Palms Park as well as the reorganized space dedicated to storage for Project Shepherd food and supplies. They also saw the Zone Activity Room which was refreshed with new carpet and a Parks Make Life Better-themed paint design on the walls making it an inviting and fun space for kids to enjoy activities.

**ADJOURNMENT:**

There being no further business to be brought before the Recreation and Community Services Commission, Chairperson Winnie Heiss adjourned the meeting at 7:28 p.m. to October 12, 2016, at 6:00 p.m. in the City Council Chambers.

Barbara Di Iorio, Secretary to the  
Recreation and Community Services Commission