



## MINUTES

Recreation and Community Services Commission  
Adjourned Regular Meeting held  
September 13, 2017

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MEETING WAS CALLED TO ORDER at 6:00 p.m. by Chairperson Kirk Real

PLEDGE OF ALLEGIANCE was led by Commissioner Winnie Heiss

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

ABSENT:           Commissioner Ben Delarosa

APPROVAL OF MINUTES: A motion was made by Commissioner Winnie Heiss and seconded by Vice Chairperson Dave Allen to approve the minutes from the meeting of August 9, 2017. The motion was carried by roll call vote, with Commissioner Ted Spaseff abstaining.

### ANNOUNCEMENTS AND PRESENTATIONS:

Director Lisa Litzinger provided information regarding upcoming programs and events. She announced that the Lakewood Special Olympics Fundraiser will be held on Friday, September 15 at the Lakewood Youth Center beginning at 5:30 p.m. Registration forms and raffle tickets can be obtained from the Commission Secretary. Also on September 15, The Collaboratory Collaboration – A Musical, will provide entertainment at FUN-Tastic Family Night from 6:30 to 8 p.m. at The Centre. On September 30, the Senior Fall Craft Festival will be held from 10 a.m. to 3 p.m. at the Weingart Senior Center. Ms. Litzinger continued with events scheduled in October which include the Lakewood Education Foundation Golf Tournament on October 9 at Lakewood Country Club, the College Fair on October 10 to be held at The Centre for the first time this year, Survive for 7 also on October 10 at The Centre. The Older Adults Benefits and Information Fair will take place on October 16 at the Weingart Senior Center, and Lakewood Regional Medical Center is hosting a Head to Toe Senior Health Fair on October 18 from 9 a.m. to noon at Mayfair Park. The Lollipop Lane Craft Boutique will once again be held at Mayfair Park from 9 a.m. to 3 p.m. on October 21.

Ms. Litzinger announced that 2018 CPRS Conference will be held in Long Beach on March 13-16. There is an early bird registration price that expires on October 20. Ms. Litzinger asked commissioners to advise the secretary if they plan to attend.

Commissioner Ted Spaseff reported that his grandchildren thoroughly enjoyed participating in Monte Verde Day Camp over the summer. He was very pleased to see that Manny Perez, from Day Camp, was named Part-Time Employee of the Month. Commissioner Spaseff stated that his grandson also enjoyed participating in LYS Baseball this summer. He also noted that, as usual, the Fall/Winter Recreation Catalog is outstanding.

Vice Chairperson Dave Allen offered compliments to staff on planning a great retirement luncheon for Cam Castillo.

REPORTS:

**1. Department Annual Training Program**

Community Services Manager Chuck Martucci delivered a report on the department's annual training program, explaining that the program provides important training to part-time and full-time staff in the Program Division and in the Environmental Resources Division. The program educates staff in the areas of general safety, healthy work practices, and hazard awareness, and complies with state-mandated regulations and documentation requirements. A calendar of trainings scheduled this fiscal year was included with the written report. Mr. Martucci mentioned some of the other training sessions provided such as ladder safety, new Rec Leader training, ball field maintenance, and the Halloween Carnival in-service. He explained that some topics are presented only to specific work groups, according to relevance. Mr. Martucci stated that CPR and First Aid will once again be offered to City Hall staff in October.

Mr. Martucci confirmed for Vice Chairperson Allen proper lifting techniques is still stressed in the program.

The Commission received and filed the report.

**2. Fall Programs and Catalog Preview**

Community Services Manager Nancy Hitt displayed slides and reviewed the many programs, classes, and events offered for fall and winter by the Recreation and Community Services Department as noted in the written report. Ms. Hitt reported that the Fall/Winter Recreation Catalog, depicting a whimsical design directing residents to an eventful season, was delivered to Lakewood homes over the Labor Day weekend and includes over 600 classes offered. Some new offerings this season include a trip to a nighttime holiday experience at the L.A. Zoo Lights event, expanded gymnastics classes, a special needs hip hop class, and a beginning watercolor painting class for adults.

Ms. Hitt described programs scheduled for the fall such as the Activity Zone offered at the parks, the College Fair on October 10 to be held at The Centre this year, and Lakewood Youth Sports flag football, volleytennis, and a pilot volleyball program for girl ages 12 to 17. The Patriot Day Concert was held on September 11, and residents can look forward to the Lollipop Lane Craft Boutique on October 21, as well as Halloween Carnivals at all parks on October 31.

During the winter months, the community will come together to help one another through the Lakewood Project Shepherd Holiday Assistance program. Registration for the program will be held at the Burns Community Center and Palms Park November 6-19, and then food and Teddy Bear gifts will be distributed December 14-16. Santa will visit Lakewood's parks on December 16 and kids can enjoy hot chocolate and make a holiday craft while waiting to get their picture taken with Santa. The Winter Break programs at the parks will be held on December 26 through January 5, at which staff will plan fun, holiday themed activities to keep kids busy while on winter break from school.

Vice Chairperson Allen congratulated staff on the continued success of the Lollipop Lane Craft Boutique after so many years.

Commissioner Spaseff stressed again his appreciation for an amazing catalog of classes and activities. He also complimented staff on a great job with the Patriot Day Concert, adding that staff members are always so very courteous at these events. Commissioner Spaseff commented on receiving an informational hand-out regarding concussions at LYS registration for flag football and was very pleased to see that being offered. Ms. Litzinger explained that the city is now required, under AB2007, to education program participants on this important topic.

Chairperson Real thanked staff for the great catalog with activities for all ages, adding that he was able to refer his neighbor, a newly retired person, to an art class offered in the new catalog. Chairperson Real expressed his appreciation for staff recognizing and addressing that parks and programs are not just for kids. He also was pleased to hear that volleyball is being offered as part of LYS this season. He wished success to the new program and appreciates staff's positive actions based on the Commission's comments.

The Commission received and filed the report.

### **3. Human and Senior Services Programs Annual Report**

Community Services Manager Nancy Hitt provided information regarding programs, activities, and services offered at the Weingart Senior Center and the Burns Community Center as printed in the written report. Ms. Hitt pointed out that the Burns Community Center is currently undergoing a major renovation project to provide many upgrades to the building. She explained that improvements to the lobby, restrooms, and assembly room will be made, as well as upgrading and relocating the building's elevator to comply with A.D.A. standards. Some classes normally held at the Burns Community Center have been relocated during construction. The Meals on Wheels operation has also been temporarily relocated and now operates out of the Mayfair Park snack bar. Construction of the building is expected to be completed in March of 2018, at which point, the displaced activities will be re-established in their newly renovated space.

Chairperson Real commented on the importance of the city's assistance with the funding of CDBG programs, as these programs will likely face potential struggles with federal funding in the future. He added that he appreciates the Weingart Senior Center staff so graciously working with Pathways Volunteer Hospice to provide a space for the program to offer bereavement counseling to clients.

The Commission received and filed the report.

### **4. Activities and Maintenance Report No. 3**

A written report and discussion of the Recreation and Community Services Department Programs, Services and Maintenance Activities for the month of August 2017 and a listing of upcoming activities for October 2017.

Commissioner Heiss commented on the city's ability to accommodate two very large activities, hosted by outside organizations, at the same site. She witnessed an event at The Center with 600 people participating inside and outside of the building held on the same day that the Jacoboni Library held a solar eclipse viewing event for 700 people. Commissioner Heiss also stated that she is so proud to live in Lakewood and that pride was reinforced after

attending the Patriot Day Concert. She noted that the event was fantastic and celebrated with class. She particularly enjoyed having the candle light vigil at the end of the event.

The Commission received and filed the report.

**WRITTEN COMMUNICATIONS:**

1. Letter to Co-Part-Time Employees of the Month, Lorraine Delarosa and Manny Perez, for the month of July 2017.

Chairperson Real thanked staff for the uniquely personalized letters written each month to our very special and much deserving staff.

The Commission received and filed the letter.

**ORAL COMMUNICATIONS:**

None.

**ADJOURNMENT:**

There being no further business brought before the Recreation and Community Services Commission, Chairperson Kirk Real adjourned the meeting at 6:41 p.m. to October 11, 2017, at 6:00 p.m. in the City Council Chambers.

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