



**CITY OF LAGUNA HILLS
PARKS AND RECREATION COMMISSION
REGULAR MEETING AGENDA
APRIL 06, 2016
7:00 PM**

Chris Mackey – Chair

**Maya Douglas - Vice Chair
Victoria Auer - Commissioner**

**Daniel Cooper - Commissioner
Richard Nagle - Commissioner**

Location: City Council Chamber, 24035 El Toro Road, Laguna Hills, California 92653

Any person wishing to address the Parks and Recreation Commission on any matter, whether or not it appears on this Agenda, is asked to complete a "Request to Speak" form available on the table at the back of the Chamber. The completed form is to be submitted to the Recording Secretary prior to an individual being heard by the Parks and Recreation Commission.

Members of the public wishing to address the Parks and Recreation Commission can do so during the Public Comments portion of the Agenda with a time limitation of three minutes per person, an overall time limit of ten minutes for any one subject, and a total time limit of thirty minutes for Public Comments. If you are commenting on an Agenda item, your comments will be heard at the time that item is scheduled on the Agenda. If you are addressing the Commission on an item not listed on the Agenda, the Parks and Recreation Commission is prohibited by law from discussing or taking any action on that item.

CALL TO ORDER

Resolution No. 96-04-09-1 established rules of decorum for public meetings held by the City of Laguna Hills. Resolution No. 96-04-09-1 is available on the table at the back of the City Council Chamber.

PLEDGE OF ALLEGIANCE

ROLL CALL OF COMMISSIONER MEMBERS:

1. PUBLIC COMMENTS

This is the time to address the Parks and Recreation Commission on any matter not listed on this Agenda that is within the subject matter jurisdiction of the Commission. Public Comments are limited to three minutes per person, an overall time limit of ten minutes for any one subject, and a total time limit of thirty

minutes.

2. MINUTES

2.1 APPROVAL OF THE MINUTES OF THE REGULAR MEETING, FEBRUARY 3, 2016.

RECOMMENDATION: THAT THE PARKS AND RECREATION COMMISSION APPROVE THE MINUTES OF THE FEBRUARY 3, 2016 REGULAR MEETING.

3. PRESENTATIONS

4. ADMINISTRATIVE REPORTS

4.1 2016 4TH OF JULY CELEBRATION PRE EVENT REPORT

RECOMMENDATION: THAT THE PARKS AND RECREATION COMMISSION RECEIVE AND FILE THE REPORT.

5. INFORMATIONAL ITEMS

5.1 2016 WINTER QUARTER EVALUATION

6. COMMISSIONER COMMENTS

7. ADJOURNMENT

The next Regular Meeting of the Parks and Recreation Commission will be June 01, 2016, at 7:00 PM, in the City Council Chamber, located at 24035 El Toro Road, Laguna Hills, California.

CERTIFICATION

I, DAVID T. REYNOLDS, Deputy City Manager of the City of Laguna Hills, do hereby certify that a copy of the foregoing Agenda was posted at Laguna Hills City Hall, Laguna Hills Community Center, and the Courtyard at La Paz Center by April 1, 2016, at 5:00 PM.



DAVID T. REYNOLDS
DEPUTY CITY MANAGER

April 1, 2016

DATE

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, you should contact the office of the Deputy City Manager at (949) 707-2680. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure access.

Materials related to an item on this Agenda submitted to the Commission after distribution of the Agenda packet are available for public inspection in the Community Center at 25555 Alicia Parkway, Laguna Hills, California, during normal business hours.

CITY OF LAGUNA HILLS, CALIFORNIA
Parks and Recreation Commission
REGULAR MEETING MINUTES
FEBRUARY 3, 2016

CALL TO ORDER

Chair Auer called the Regular Meeting of the Parks and Recreation Commission of the City of Laguna Hills, California, to order at 7:00 PM in the Laguna Hills City Council Chamber, 24035 El Toro Road, Laguna Hills.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Chair Auer.

ROLL CALL OF COMMISSION MEMBERS:

Present: Chair Auer, Vice Chair Nagle, Commissioner Cooper, Commissioner Douglas, Commissioner Mackey

Absent: None

STAFF PRESENT: David Reynolds; Deputy City Manager, Dan Meehan; Community Services Superintendent; Jaime Ballard, Administrative Assistant.

1. PUBLIC COMMENTS

PARKS AND RECREATION COMMISSION REORGANIZATION

ELECTION OF CHAIR

Commissioner Cooper nominated Commissioner Nagle as Chair. Commissioner Nagle respectfully declined.

MOTION TO NOMINATE COMMISSIONER MACKEY AS CHAIR, S/COMMISSIONER AUER. 5-0

ELECTION OF VICE CHAIR

MOTION TO NOMINATE COMMISSIONER DOUGLAS AS VICE CHAIR, S/COMMISSIONER AUER. 5-0

ELECTION OF VICE CHAIR

2. MINUTES

2.1 REGULAR MEETING MINUTES, DECEMBER 2, 2015

MOTION TO APPROVE THE MINUTES OF THE DECEMBER 2, 2015 REGULAR MEETING BY COMMISSIONER AUER, S/COMMISSIONER COOPER. APPROVED BY A VOTE OF 5-0.

3. PRESENTATIONS

4. ADMINISTRATIVE REPORTS

4.1 2015 COMMUNITY SERVICES DEPARTMENT YEAR END REPORT

Community Services Superintendent Meehan indicated staff had prepared a Year End report for calendar year 2015. Superintendent Meehan stated he did not have anything to add to the report but would be happy to answer any questions the Commission had.

MOTION TO RECEIVE AND FILE THE REPORT BY VICE CHAIR DOUGLAS, S/COMMISSIONER NAGLE. 5-0

4.2 2016 PATRIOTIC AND 3/5 MARINE BATTALION TRIBUTE BANNER DISPLAY

Community Services Superintendent Meehan provided a verbal summary of the report to the Commission.

Superintendent Meehan introduced Karen Robbins of from the 3/5 Committee. Mrs. Robbins greeted the Commission and stated how much the Gold Star Families have appreciated this program. Mrs. Robbins stated there is a reunion planned down at Camp Pendleton at the end of April 2016, and some of the Gold Star Families were wondering if it would be possible to have the banners up earlier this year.

MOTION TO APPROVE THE INSTALLATION OF THE 3/5 MARINE BATTALION TRIBUTE BANNERS AS RECOMMENDED BY STAFF IN ADDITION TO MODIFYING THE DATE THE BANNERS ARE RAISED TO SOMETIME IN APRIL BY COMMISISONER NAGLE, S/COMMISSIONER COOPER. 5-0

5. INFORMATIONAL ITEMS

**5.1 2016 VOLUNTEER CONNECTION DAY AND DOCUMENT SCHREDDING
PRE-EVENT REPORT**

Community Services Superintendent Meehan summarized the report for the Commission.

**MOTION TO RECEIVE AND FILE THE REPORT BY CHAIR MACKEY, S/VICE
CHAIR DOUGLAS. 5-0**

6. COMMISSIONER COMMENTS

Commissioner Nagle wanted to commend the crews that come in after the storms and clean up the park areas. Mr. Nagle stated they do an incredible job.

7. ADJOURNMENT

There being no further business before the Parks and Recreation Commission at this meeting, Chair Auer adjourned the meeting at 7:26 pm.

DAVID REYNOLDS
DEPUTY CITY MANAGER

ATTEST:

CHRIS MACKEY, CHAIR

APPROVED AT MEETING OF APRIL 6, 2016



City of Laguna Hills

Parks and Recreation Commission

Staff Report

DATE: April 6, 2016

TO: PARKS AND RECREATION COMMISSION

FROM: DAN MEEHAN
COMMUNITY SERVICES

ISSUE: 2016 4TH OF JULY CELEBRATION PRE EVENT REPORT

RECOMMENDATION: THAT THE PARKS AND RECREATION COMMISSION RECEIVE AND FILE THE REPORT.

SUMMARY:

The City of Laguna Hills will host its annual Fourth of July celebration at the Laguna Hills Sports Complex on Monday, July 4, 2016. The special event will be held from 4:00 p.m. to 9:30 p.m. and includes a number of activities in addition to the fireworks show. At its March 8, 2016, meeting, the City Council authorized the City Manager to execute an agreement with Fireworks and Stage FX America, Inc. (FA), for the 2016 fireworks display. The proposed show for 2016 will have approximately one thousand one hundred and three (1,103) shells, and a cost of \$26,500. The show will be approximately 18 minutes in length.

BACKGROUND:

The City of Laguna Hills will host its annual Fourth of July celebration at the Laguna Hills Sports Complex on Monday, July 4, 2016. For the Fourth of July Celebration event this year, the following activities are tentatively scheduled:

Main Stage Entertainment:

- Straight 78 (70's through Contemporary Funk, Soul, and Rock)

Games:

- Soccer Kick
- Double Hoop Shot
- Football Toss

Carnival Rides:

- Two carnival rides

Activities:

- 40 foot obstacle Course
- Spacewalk-Airwalk

Children's Activities

- Face Painting
- Crafts

City Information Booth: (To Date)

- Community Services Class/Event Promotion
- Recycling Information
- City Commissions

Vendor Booths: (Contacted by Staff)

- Dippin Dots - LHHS PTSA
- Churros, candy, pretzels, & nachos - LHHS Music Boosters
- Roasted Corn, iced tea, lemonade & pizza - Boy Scout Troop 1602
- Shaved ice - LHHS Water Polo Boosters
- Hot dogs & brownies - Festival Singers
- Chili & Cornbread - AYSO 1422
- Water, soda & Gatorade - LHHS Football Boosters
- Cupcakes and iced coffee - LHHS Lacrosse Boosters
- Hamburgers and chips - LHHS Boys Basketball

The following is the tentative schedule of events:

4:00 p.m. Event Begins

Activities, games, music, food and vendor booths

8:50 P.M. Mayor's Welcome/Comments

9:00 P.M. National Anthem

9:05 P.M. Fireworks Display

In addition to the activities listed above, it is anticipated that "Team Dark Horse" will be present to support the adopted Marines of the 3/5 Battalion at this year's event. Marine's from the 3/5 Battalion may also be present.

Vendor booth rental forms were sent to all past vendors. Vendors who have participated previously in the Fourth of July Celebration have until late May to submit their request for a booth for 2016. After this date, food items that have not been secured by a past vendor may be given away to other interested Laguna Hills non-profit organizations.

At its March 8, 2016, meeting, the City Council authorized the City Manager to execute an agreement with Fireworks America for the 2015 fireworks display. The proposed show for 2016 will have approximately one thousand one hundred and three (1,103) shells, and a cost of \$26,500. The fireworks display will be approximately 18 minutes in length.

FISCAL IMPACT:

The budget for the 2016 Fourth of July event is \$53,750 which includes a fireworks budget of \$26,500. Estimated overall expenditures, including the \$26,500 fireworks show expense, total \$53,750. Estimated net costs total \$47,550, which accounts for an estimated \$5,000 in ticket sales revenue and \$1,200 in vendor booth rentals.



City of Laguna Hills

Parks & Recreation Commission

Staff Report

DATE: APRIL 6, 2016

TO: PARKS AND RECREATION COMMISSION

FROM: DAN MEEHAN
COMMUNITY SERVICES

ISSUE: 2016 WINTER QUARTER EVALUATION

RECOMMENDATION: THAT THE PARKS AND RECREATION COMMISSION
RECEIVE AND FILE THE REPORT.

SUMMARY:

At the conclusion of each quarter, staff prepares a summary of Community Services Programs and a staff level critique of the City's quarterly offerings to keep the Commission apprised of the accomplishments and out comings of the Department. A total of 2,083 participants were enrolled in programs for the winter 2016 quarter. Revenue for the winter quarter totaled \$89,335.

BACKGROUND:

The Community Services Department hosted its annual Daddy Daughter Dinner Dance on Friday, February 12. Two hundred eight (208) participants came dressed in their "Roaring 20's" attire and enjoyed pasta, salad and rolls, provided by Villa Roma, while Nothing Bundt Cakes donated buntini's for dessert. The participants were then invited to dance the night away and take funny photos with one another. Table 1 below provides an event attendance comparison for years 2014 through 2016.

Table 1: Daddy Daughter Dinner Dance Attendance Comparison

2014	2015	2016
203	206	208

A number of programs were also successful during the winter quarter, including the After School Sports program held at the three elementary schools in Laguna Hills. A total one hundred forty-two (142) students participated in this Get Fit offering for the winter quarter. In the Cultural Arts category, On The Edge's production of "Into the Woods" was very

popular with a total of five hundred eighty-seven (587) participants attending the seven performances offered.

Finally, the Circle of Friends program continued to offer its monthly events, with the highlight of the winter season again being the Valentine's Dance which drew a crowd of fifty-seven (57) participants. Table 2 below provides an event attendance comparison for the Circle of Friends Valentine's Dance for the previous three years.

Table 2: Circle of Friends Valentine's Dance Attendance Comparison

2014	2015	2016
57	47	57

ATTACHMENTS:

- Winter Activities Enrollment totals for 2015 and 2016

Exhibit A

Winter 2016 Enrollment Summary

Winter 2015/2016

(Blank Cells Represent No Class/Activity Offered)

CLASS	Winter 2015			Winter 2016		
	Res	NonRes	Total	Res	NonRes	Total
Adult Open Gym Basketball	13	9	22	14	12	26
Adult Basketball League: Open League	0	0	0			
Adult Basketball League: Men's League				0	0	0
Adult Softball League "D"	0	0	0	12	36	48
Adult Softball League: Co-ed	0	0	0	16	56	72
Adult Softball League: Men's Lower "C"	0	0	0			
Adult Tennis- Advanced				2	0	2
Adult Tennis- Intermediate				0	0	0
Adult Tennis- Learn to Rally				0	0	0
Adult Volleyball League--Womens			0	0	0	0
After School Sports Coed Soccer Lomarena	14	2	16	45	9	54
After School Sports Coed Soccer San Joaquin	2	1	3	11	7	18
After School Sports Coed Soccer Valencia	4	0	4	15	2	17
After School Sports School Yard Games- Lomarena	46	7	53	37	5	42
After School Sports School Yard Games- San Joaquin	16	5	21	9	2	11
After School Sports School Yard Games- Valencia	19	1	20	0	0	0
Aikido (All Levels Ages 19 & older)				7	13	20
Aikido (Beginning Ages 6-18)				20	2	22
Aikido (Intermediate Ages 6-18)	17	31	48	9	10	19
All Star Tennis				0	0	0
Ballet I	10	2	12	15	6	21
Ballet II	3	8	11	1	1	2
Ballet II/III				2	4	6
Ballet III				2	3	5
Ballet Tech	2	1	3			
Beginning Ballroom Dance	9	11	20	6	17	23
Beg/Int/Adv Drawing & Painting	6	6	12	6	1	7
Beginning Guitar	5	1	6	1	1	0
Beginning Ukulele	5	2	7	1	0	0
Belly Dancing I	4	17	21	3	15	18
Belly Dancing II	2	13	15	1	13	14
Belly Dancing III & IV	1	8	9	0	2	2
Booty Blast n Core				13	1	14
Breakfast with Santa				119	56	175
Bright Beginnings/Smart Start Preschool Combo Dance				10	11	21
Budding Ballerinas				8	7	15
Childrens and Teen Open Gym Basketball	0	0	0	0	0	0
Children's Adv/Beg Tennis	4	0	4			
Children's Beginning Tennis	7	0	7			
Children's Birthday Party Program	1	0	1	2	0	2
Circle of Friends BINGO Night	26	0	26			
Circle of Friends Bowling Night				15	10	25
Circle of Friends: Holiday Dinner Dance				30	20	50
Circle of Friends: Karaoke Night	12	7	19			
Circle of Friends: Valentine's Dance	47	0	47	35	22	57
Classic Combo A-Tap, Ballet & Jazz	6	10	16			
Classic Combo B-Tap, Ballet & Jazz	3	5	8			
Classic Combo I (Tap & Jazz)				7	4	11
Classic Combo II (Tap & Jazz)				6	8	14
Clay Adventures	0	0	0	0	0	0
Contemporary	3	3	6	1	2	3
Daddy Daughter Dinner Dance	82	124	206	83	125	208
Day Hike at Palomar Mountain				2	2	4
Do, Re, Mi Musical Me	0	0	0			
Excursion to the Carlsbad Outlets				0	0	0
Excursion to the USS Midway	8	2	10			

Exhibit A

(Blank Cells Represent No Class/Activity Offered)

CLASS	Winter 2015			Winter 2016		
	Res	NonRes	Total	Res	NonRes	Total
Fossil Finder Fossil Fixer	66	44	110			
Funk Fitness	8	2	10			
Future Tennis Stars				1	2	3
Gentle Yoga	7	7	14	5	7	12
Group Voice				0	0	0
Hiking 101				10	3	13
Hiking Club				10	3	13
Hip Hop I	5	3	8			
Hip Hop II	4	1	5			
Hip Hop III	3	1	4			
How to Sell on eBay!	0	0	0			
Into the Woods (On the EdgeTheater Productions)				470	117	587
Jazz I	9	3	12	7	5	12
Jazz II				4	5	9
Jazz III	0	6	6			
Jazz IV	3	2	5			
Jazz III/IV				1	6	7
Jazz V	2	2	4	1	2	3
Kindergarten, Here I Come!	7	7	14	9	6	15
Leaps & Turns	0	3	3			
Lyrical I	0	5	5			
Lyrical II				1	2	3
Lyrical III/IV	1	3	4	1	2	3
Mediterranean Hand Drumming: Level I	0	11	0			
Mediterranean Hand Drumming: Level II	0	3	3			
Middle School Dance	162	108	270	52	78	130
Music Together	8	9	17	14	13	27
Music Together-Free Trial				11	2	13
Nonsense (On the Edge Theater Productions)	302	201	503			
Playtime!	12	12	24	18	9	27
Pre Ballet	5	4	9	6	2	8
Preschool Dance I	11	8	19			
Preschool Dance II - Tap, Ballet & Pre-Jazz Combo	7	11	18			
Primary Ballet				5	0	5
Qigong	2	2	4	4	5	9
Rising Stars Tennis				1	0	1
Slow Pitch Adult Softball: Coed League				0	0	0
Slow Pitch Adult Softball: Men's "D" League				1	1	2
Slow Pitch Adult Softball: Men's "C" League				0	0	0
Tap I				12	0	12
Tap II/III				3	4	7
Tap IV				0	3	3
Tap and Jazz II	2	2	4			
Tap III/IV	3	4	7			
Teen and Adult Intermediate Tennis	0	0	0			
Tennis Stars				4	0	4
Tier 1 Tennis				0	4	4
Tunes and Tales	18	22	40	19	29	48
Tutus & Twirls/ Mommy and Me Dance				3	3	6
Voice Lessons	4	1	5			
Yoga Basics	8	7	15			
Yoga Flow	0	0	0			
Yoga Level I				0	0	0
Youth Hip Hop Team				7	5	12
Zumba	29	2	31	27	5	32
Zumba (3 Month Option)	6	1	7	5	0	5
Enrollment Totals:	1071	773	1833	1278	808	2083
	58%	42%		61%	39%	