



# **CITY OF LAGUNA HILLS PARKS & RECREATION COMMISSION**

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## **REGULAR MEETING AGENDA Wednesday, April 5, 2017 – 7:00 PM**

**Maya Douglas - Chair**

**Dan Cooper - Vice Chair**

**Chris Mackey - Commissioner**

**Victoria Auer - Commissioner**

**David Robbins - Commissioner**

**Location: City Council Chamber, 24035 El Toro Road, Laguna Hills, CA 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 APPROVAL**

**2.1 Minutes Approval**

**Recommendation:** That the Parks and Recreation Commission approve the February 1, 2017 regular meeting.

**3. PRESENTATIONS****4. ADMINISTRATIVE REPORTS****4.1 City of Laguna Hills Joining the Healthy Eating Active Living (HEAL) Cities Campaign**

**Recommendation:** That the Parks and Recreation Commission receive and file the report.

**5. INFORMATIONAL ITEMS****5.1 2017 Winter Quarter Recreation Activity Evaluation**

**Recommendation:** That the Parks and Recreation Commission receive and file the report.

**5.2 2017 Volunteer Connection Day and Arbor Day Recognition**

**Recommendation:** That the Parks and Recreation Commission receive and file the report.

**5.3 Garage Clean-Up and Paper Shredding Event**

**Recommendation:** That the Parks and Recreation Commission receive and file the report.

**5.4 2017 Laguna Hills Memorial Day Half Marathon, 10K & 5K Event**

**Recommendation:** That the Parks and Recreation Commission receive and file the report.

**5.5 2017 4Th of July Celebration Pre Event Report**

**Recommendation:** That the Parks and Recreation Commission receive and file the report.

**6. COMMISSIONER COMMENTS**

## 7. ADJOURNMENT

The next Regular Meeting of the Parks & Recreation Commission will be June 7, 2017, 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 March 30, 2017 at 5:00 PM.



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David T. Reynolds; Deputy City Manager

March 30, 2017

***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 accessibility to this meeting.***

***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

## Parks & Recreation Commission

### Staff Report

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**DATE:** April 5, 2017  
**TO:** Parks and Recreation Commission  
**FROM:** David Reynolds  
Deputy City Manager  
**ISSUE:** Minutes Approval

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**RECOMMENDATION:** That the Parks and Recreation Commission approve the February 1, 2017 regular meeting.

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**ATTACHMENTS:**

- Minutes

**CITY OF LAGUNA HILLS  
PARKS & RECREATION COMMISSION**

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**REGULAR MEETING  
MINUTES  
Wednesday, February 1, 2017**

**CALL TO ORDER**

The meeting was called to order at 7:00 PM by Chair Chris Mackey

**PLEDGE OF ALLEGIANCE**

**ROLL CALL OF COMMISSIONER MEMBERS**

| Attendee Name | Title        | Status  | Arrived |
|---------------|--------------|---------|---------|
| Chris Mackey  | Chair        | Present |         |
| Maya Douglas  | Vice-Chair   | Present |         |
| Victoria Auer | Commissioner | Present |         |
| David Robbins | Commissioner | Present |         |
| Dan Cooper    | Commissioner | Present |         |

**1. PUBLIC COMMENTS**

**1.1 Parks and Recreation Commission Reorganization**

**Recommendation:** That the Parks and Recreation Commission nominate and elect a Chair and Vice Chair.

Commissioner Cooper nominated Vice Chair Douglas for Chair, S/by Commissioner Auer.

Commissioner Auer nominated Commissioner Cooper for Vice Chair, S/by Commissioner Mackey.

|                |                                                                                                                                   |
|----------------|-----------------------------------------------------------------------------------------------------------------------------------|
| <b>RESULT:</b> | <b>APPROVED [UNANIMOUS]</b>                                                                                                       |
| <b>AYES:</b>   | Maya Douglas, Chair, Dan Cooper, Vice Chair, Victoria Auer, Commissioner, Chris Mackey, Commissioner, David Robbins, Commissioner |

**2. MINUTES APPROVAL**

## 2.1 Minutes Approval

**Recommendation:** That the Parks and Recreation Commission approve the December 7, 2016 regular meeting minutes.

|                  |                                                                                                                                   |
|------------------|-----------------------------------------------------------------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>                                                                                                       |
| <b>MOVER:</b>    | Victoria Auer, Commissioner                                                                                                       |
| <b>SECONDER:</b> | Dan Cooper, Vice Chair                                                                                                            |
| <b>AYES:</b>     | Maya Douglas, Chair, Dan Cooper, Vice Chair, Victoria Auer, Commissioner, Chris Mackey, Commissioner, David Robbins, Commissioner |

## 3.1 2017-4 : Eagle Scout Project at Cabot Park

**Recommendation:** That the Parks and Recreation Commission receive a presentation from Eagle Scout candidate Dawson Campbell regarding the installation of a score board at Cabot Park.

Eagle Scout candidate Dawson Campbell greeted the Commission. Mr. Campbell provided the Commission an oral presentation regarding the installation of a scoreboard at Cabot Park to be utilized by Laguna Hills Little League. Included in Mr. Campbell's presentation were project details and a letter of support from Laguna Hills Little League.

Moved by Vice Chair Cooper to approve the Eagle Scout Project at Cabot Park, S/by Commissioner Mackey.

|                  |                                                                                                                                   |
|------------------|-----------------------------------------------------------------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>                                                                                                       |
| <b>MOVER:</b>    | Dan Cooper, Vice Chair                                                                                                            |
| <b>SECONDER:</b> | Chris Mackey, Commissioner                                                                                                        |
| <b>AYES:</b>     | Maya Douglas, Chair, Dan Cooper, Vice Chair, Victoria Auer, Commissioner, Chris Mackey, Commissioner, David Robbins, Commissioner |

## 4. ADMINISTRATIVE REPORTS

### 4.1 2016 Community Services Department Year End Report

**Recommendation:** That the Parks and Recreation Commission receive and file the report.

Deputy City Manager Reynolds summarized the report for the Commission. Mr. Reynolds introduced Community Services' Leader II's

Blake Consiglio and Kaylee McDonald who greeted the Commission and provided a presentation featuring all the highlights and major accomplishments of the past year.

|                  |                                                                                                                                   |
|------------------|-----------------------------------------------------------------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>RECEIVE AND FILE [UNANIMOUS]</b>                                                                                               |
| <b>MOVER:</b>    | Victoria Auer, Commissioner                                                                                                       |
| <b>SECONDER:</b> | David Robbins, Commissioner                                                                                                       |
| <b>AYES:</b>     | Maya Douglas, Chair, Dan Cooper, Vice Chair, Victoria Auer, Commissioner, Chris Mackey, Commissioner, David Robbins, Commissioner |

#### **4.2 Parks and Recreation Commission Participation in the 2017 - 2019 Budget Process**

**Recommendation:** That the Parks and Recreation Commission propose its 2017 - 2019 Biennial Budget Major Plans for the City Council's consideration.

Deputy City Manager Reynolds provided a summary of the report. Mr. Reynolds stated the purpose of this agenda item was to elicit input from the Parks and Recreation Commission on its proposed major plans for the next two fiscal years (FY 2017/2108 and FY 2018/2019), which begins July 1, 2017. Deputy City Manager Reynolds provided the Commission with an update on the current biennial budget cycle's major plans and work programs for the Community Services Department. Mr. Reynolds indicated the City Council would be reviewing all proposed major plans at its Budget Workshop scheduled for March 11, 2017.

The Parks and Commission moved to recommend the following as budget considerations for the next two year budget cycle:

1. Establish a dog park in the City of Laguna Hills.  
Moved by Commissioner Mackey, S/by Vice Chair Cooper.
2. Repair the existing or install a new electronic scoreboard at the Community Center and Sports Complex's Little League baseball field.  
Moved by Commissioner Mackey, S/by Commissioner Robbins.
3. Install holiday decorations within the City's medians to include lights and banners.  
Moved by Commissioner Auer, S/by Commissioner Robbins.

4. Establish a City branding campaign and incorporate the brand throughout the City such as at its entry ways and within the City Parks.

Moved by Commissioner Auer, S/by Chair Douglas.

|                |                                                                                                                                   |
|----------------|-----------------------------------------------------------------------------------------------------------------------------------|
| <b>RESULT:</b> | <b>APPROVED [UNANIMOUS]</b>                                                                                                       |
| <b>AYES:</b>   | Maya Douglas, Chair, Dan Cooper, Vice Chair, Victoria Auer, Commissioner, Chris Mackey, Commissioner, David Robbins, Commissioner |

5. **INFORMATIONAL ITEMS**

6. **COMMISSIONER COMMENTS**

7. **ADJOURNMENT**

There being no further business before the Parks and Recreation Commission at this session, Chair Mackey declared the meeting adjourned at 8:23 PM.

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David Reynolds, Deputy City Manager

ATTEST:

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Maya Douglas, Chair

Approved at meeting of April 5, 2017

Attachment: Minutes (1246 : Minutes Approval)



# City of Laguna Hills

## Parks & Recreation Commission

### Staff Report

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**DATE:** April 5, 2017  
**TO:** Parks and Recreation Commission  
**FROM:** Dan Meehan  
Community Services Superintendent  
**ISSUE:** City of Laguna Hills Joining the Healthy Eating Active Living (HEAL) Cities Campaign

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**RECOMMENDATION:** That the Parks and Recreation Commission receive and file the report.

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#### **SUMMARY:**

A Community Services Department Work Program in the 2015/2017 Budget Cycle is to: "Join the Healthy Eating Active Living (HEAL) Cities campaign, which promotes the policies of active life land use decisions, healthy food, and employee wellness." The HEAL Cities Campaign is a partnership of the League of California Cities and the Public Health Advocates. The City of Laguna Hills is eligible to join the HEAL Campaign based on existing policies and through the adoption of a Resolution. The draft Resolution that declares Laguna Hills a HEAL City is attached to this staff report. Staff is recommending that the Commission recommend to the City Council that the City of Laguna Hills join the HEAL Cities Campaign.

#### **BACKGROUND:**

A Community Services Department work program in the 2015/2017 Budget Cycle is to: "Join the Healthy Eating Active Living (HEAL) Cities campaign, which promotes the policies of active life land use decisions, healthy food, and employee wellness." The HEAL Cities Campaign is a partnership of the League of California Cities and the Public Health Advocates. Staff from the HEAL Cities Campaign currently work with 180 cities in California to adopt policies and systems that support daily physical activity and proper

## City of Laguna Hills Joining the Healthy Eating Active Living (HEAL) Cities Campaign

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nutrition. Policies considered by HEAL Campaign staff to be key to becoming a healthy community fall within these categories:

- Complete Parks – A park system that is accessible to all residents, well funded, well maintained, well programmed and well used is known as a Complete Parks System.
- Land Use – Cities’ land use tools of planning, zoning and infrastructure investment can have a positive impact on community health.
- Healthy Foods – Cities have the ability to attract and approve healthy food options such as farmer’s markets and community gardens.
- Worksite Wellness – Cities can reduce the impact of stress and poor health on their employees by creating a work environment and programs that support nutrition, physical activity, and stress reduction.

The Campaign recognizes cities that adopt healthy eating and active living policies with three designations, which are listed below:

- Eager Cities – Cities that join the campaign by resolving to focus on a HEAL Cities Campaign area or policy related to a campaign area.
- Active Cities – These cities have already adopted and implemented two policies in at least one campaign area. Active Cities join the campaign by adopting a HEAL Cities Campaign Resolution that includes at least two commitments for further policy development or by adopting an additional policy in one of the campaign areas that they have not yet addressed.
- Fit Cities – These cities have already adopted and implemented at least one policy in each of the campaign areas. Fit Cities join the campaign by adopting a HEAL Cities Campaign Resolution that includes at least two commitments for further policy development or by adopting an additional policy in one of the campaign areas.

The City of Laguna Hills’ General Plan includes policies that adhere to the above guidelines of the HEAL Campaign. These policies include Parks and Open Space conservation policies, supporting a Farmer’s Market, Transit Oriented Development and Bike and Pedestrian Plans, and the Community Services Get Fit Campaign programs. It is staff’s opinion that the City of Laguna Hills qualifies to join the HEAL Campaign at the “Active City” level. Benefits that the City will receive from the Campaign as an “Active City” include the HEAL Cities Campaign logo for display on the City’s website, a framed

## City of Laguna Hills Joining the Healthy Eating Active Living (HEAL) Cities Campaign

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campaign certificate, recognition on the HEAL Cities Campaign website, and recognition at the League of California Cities annual conference. The draft Resolution that declares Laguna Hills a HEAL City is attached to this staff report for the Commission's review. Staff is recommending that the Commission recommend to the City Council that the City of Laguna Hills join the HEAL Cities Campaign.

### **FISCAL IMPACT:**

A nominal amount of staff time will be required to administer and adhere to the campaign requirements.

### **ATTACHMENTS:**

- HEAL Cities Campaign Resolution

## RESOLUTION NO. 2017-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
LAGUNA HILLS, CALIFORNIA, THAT DECLARES LAGUNA  
HILLS A HEALTHY EATING ACTIVE LIVING (HEAL) CITY

The City Council of the City of Laguna Hills, California, hereby finds, determines, declares, and resolves as follows:

WHEREAS, in 2004, the League of California Cities adopted an Annual Conference resolution to encourage cities to embrace policies that facilitate activities to promote healthier lifestyles and communities, including healthy diet and nutrition and adoption of city design and planning principles that enable citizens of all ages and abilities to undertake exercise; and

WHEREAS, the League of California Cities has a strategic goal to promote and develop safe and healthy cities; and

WHEREAS, one in four youth between the ages of 9 and 16 in California is overweight, and

WHEREAS, more children are being diagnosed with diseases linked to overweight and obesity previously seen only in adults, such as Type 2 diabetes and heart disease, and

WHEREAS, the current generation of children are expected to have shorter lives than their parents due to the consequences of obesity, and

WHEREAS, high rates of costly chronic disease among both children and adults are correlated to environments with few or no options for healthy eating and active living, and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAGUNA HILLS, CALIFORNIA, DOES RESOLVE, that the City Council has hereby recognized that obesity is a serious public health threat to the health and wellbeing of adults, children and families in Laguna Hills. While individual lifestyle changes are necessary, individual effort alone is insufficient to combat obesity's rising tide. Significant societal and environmental changes are needed to support individual efforts to make healthier choices. To that end, the City of Laguna Hills adopts this Healthy Eating Active Living resolution:

SECTION 1. Built Environment

BE IT FURTHER RESOLVED that the City of Laguna Hills planners, engineers, community services and community development personnel responsible for the design of parks, neighborhoods, streets, and business areas make every effort to:

- Plan and construct a built environment that encourages walking, biking, and other forms of physical activity;
- Encourage capital improvement projects to increase the opportunities for physical activities in existing areas;
- Continue to facilitate farmers markets to increase access to healthy food, including fresh fruit and vegetables;

## SECTION 2. Employee Wellness

BE IT FURTHER RESOLVED that in order to promote wellness within the City of Laguna Hills, and to set an example for other businesses, Laguna Hills pledges to continue and improve its employee wellness policy. The City of Laguna Hills will consider the following employee wellness concepts:

- Continue to offer an employee discount on health and wellness classes offered by the Community Services Department;
- Provide a “Wellness Newsletter” to employees each month;
- Offer healthy choices in the vending machines located in City facilities;
- Plan a wellness class or presentation during the lunch hour on a bi-annual basis

## SECTION 3. Implementation

BE IT FURTHER RESOLVED that the head of each affected department should report back to the City Council annually regarding steps taken to implement the Resolution, additional steps planned, and any desired actions that would be recommended to the City Council.

PASSED, APPROVED, AND ADOPTED this x day of x 2017.

\_\_\_\_\_  
DON SEDGWICK., MAYOR

ATTEST:

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MELISSA AU-YEUNG, CITY CLERK

STATE OF CALIFORNIA )  
COUNTY OF ORANGE ) ss  
CITY OF LAGUNA HILLS)

I, Melissa Au-Yeung, City Clerk of the City of Laguna Hills, California, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution No. 2017-xx-xx- adopted by the City Council of the City of Laguna Hills, California, at a Regular Meeting thereof held on the xxth day of xx 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

(SEAL)

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MELISSA AU-YEUNG, CITY CLERK



# City of Laguna Hills

## Parks & Recreation Commission

### Staff Report

**DATE:** April 5, 2017

**TO:** Parks and Recreation Commission

**FROM:** Dan Meehan  
Community Services Superintendent

**ISSUE:** 2017 Winter Quarter Recreation Activity 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 1,041 participants were enrolled in programs for the winter 2017 quarter. Revenue for the winter quarter totaled \$63,176.

#### **BACKGROUND:**

The Community Services Department hosted its annual Daddy Daughter Dinner Dance on Friday, February 10. Two hundred six (206) participants enjoyed the "Alice in Wonderland" theme and enjoyed pasta, salad and rolls, provided by Villa Roma. The participants were then invited to dance the night away and take funny photos with staff dressed as characters from the popular children's movie. Table 1 below provides an event attendance comparison for years 2015 through 2017.

**Table 1: Daddy Daughter Dinner Dance Attendance Comparison**

| 2015 | 2016 | 2017 |
|------|------|------|
| 206  | 208  | 206  |

## 2017 Winter Quarter Recreation Activity Evaluation

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A number of programs were also successful during the winter quarter, including “Ageless Ballet,” offered to mature adults. This new class had eleven participants during the winter quarter. Also well attended during the winter quarter was the staff led “Playtime” program, which filled to capacity with twenty seven participants.

### **ATTACHMENTS:**

- Winter Activities Enrollment totals for 2016 and 2017

## Winter 2017 Enrollment Summary

Winter 2016/2017

(Blank Cells Represent No Class/Activity Offered)

| CLASS                                               | Winter 2016 |        |       | Winter 2017 |        |       |
|-----------------------------------------------------|-------------|--------|-------|-------------|--------|-------|
|                                                     | Res         | NonRes | Total | Res         | NonRes | Total |
| Adult Open Gym Basketball                           | 14          | 12     | 26    | 0           | 0      | 0     |
| Adult Basketball League: Open League                |             |        |       | 0           | 0      | 0     |
| Adult Softball League: Men's D League               | 0           | 0      | 0     | 21          | 39     | 60    |
| Adult Table Tennis Annual Pass                      |             |        |       | 0           | 0      | 0     |
| Adult Table Tennis: 1-Day Guest Pass                |             |        |       | 0           | 0      | 0     |
| Adult Tennis- Advanced                              | 2           | 0      | 2     |             |        |       |
| Adult Tennis- Advanced Beginner                     |             |        |       | 7           | 0      | 7     |
| Adult Tennis- Intermediate                          | 0           | 0      | 0     | 0           | 0      | 0     |
| Adult Tennis- Learn to Rally                        | 0           | 0      | 0     | 0           | 0      | 0     |
| Adult Volleyball League--Womens                     | 0           | 0      | 0     |             |        |       |
| After School Sports Capture the Flag Lomarena       |             |        |       | 24          | 6      | 30    |
| After School Sports Capture the Flag San Joaquin    |             |        |       | 10          | 0      | 10    |
| After School Sports Capture the Flag Valencia       |             |        |       | 8           | 3      | 11    |
| After School Sports Coed Soccer Lomarena            | 45          | 9      | 54    |             |        |       |
| After School Sports Coed Soccer San Joaquin         | 11          | 7      | 18    |             |        |       |
| After School Sports Coed Soccer Valencia            | 15          | 2      | 17    |             |        |       |
| After School Sports School Yard Games- Lomarena     | 37          | 5      | 42    |             |        |       |
| After School Sports School Yard Games- San Joaquin  | 9           | 2      | 11    |             |        |       |
| After School Sports School Yard Games- Valencia     | 0           | 0      | 0     |             |        |       |
| Ageless Ballet (10 class pass)                      |             |        |       | 4           | 7      | 11    |
| Ageless Ballet (5 class pass)                       |             |        |       | 0           | 3      | 3     |
| Aikido (All Levels Ages 19 & older)                 | 7           | 13     | 20    | 2           | 14     | 16    |
| Aikido (Beginning Ages 6-18)                        | 20          | 2      | 22    | 9           | 3      | 12    |
| Aikido (Intermediate Ages 6-18)                     | 9           | 10     | 19    | 6           | 9      | 15    |
| All Star Tennis                                     | 0           | 0      | 0     | 6           | 2      | 8     |
| Ballet I                                            | 15          | 6      | 21    |             |        |       |
| Ballet II*                                          | 1           | 1      | 2     |             |        |       |
| Ballet II/III                                       | 2           | 4      | 6     |             |        |       |
| Ballet III                                          | 2           | 3      | 5     |             |        |       |
| Basics of Skateboarding: Beginning                  |             |        |       | 6           | 3      | 9     |
| Basics of Skateboarding: Intermediate               |             |        |       | 0           | 0      | 0     |
| Beginning Ballroom Dance                            | 6           | 17     | 23    | 4           | 22     | 26    |
| Beg/Int/Adv Drawing & Painting                      | 6           | 1      | 7     |             |        |       |
| Beginning Guitar                                    | 1           | 1      | 2     | 2           | 0      | 2     |
| Beginning Ukulele                                   | 1           | 0      | 1     | 1           | 1      | 2     |
| Belly Dancing I                                     | 3           | 15     | 18    | 5           | 11     | 16    |
| Belly Dancing II                                    | 1           | 13     | 14    | 2           | 28     | 30    |
| Belly Dancing III & IV                              | 0           | 2      | 2     | 1           | 7      | 8     |
| 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     |             |        |       |
| Children's Birthday Party Program                   | 2           | 0      | 2     | 1           | 0      | 1     |
| Christmas Tunes and Tales                           |             |        |       | 6           | 5      | 11    |
| Circle of Friends BINGO Night                       |             |        |       |             |        |       |
| Circle of Friends Bowling Night                     | 15          | 10     | 25    | 23          | 0      | 23    |
| Circle of Friends: Holiday Dinner Dance             | 30          | 20     | 50    | 37          | 0      | 37    |
| Circle of Friends: Valentine's Dance                | 35          | 22     | 57    | 44          | 0      | 44    |
| Classic Combo I (Tap & Jazz)                        | 7           | 4      | 11    |             |        |       |
| Classic Combo II (Tap & Jazz)                       | 6           | 8      | 14    |             |        |       |
| Clay Adventures                                     | 0           | 0      | 0     |             |        |       |
| Contemporary                                        | 1           | 2      | 3     |             |        |       |
| Daddy Daughter Dinner Dance                         | 83          | 125    | 208   | 85          | 121    | 206   |
| Day Hike at Palomar Mountain                        | 2           | 2      | 4     |             |        |       |
| Earbud Theatre Live: The Escape!                    |             |        |       | 63          | 7      | 70    |

Attachment: Winter Activities Enrollment totals for 2016 and 2017 [Revision 1] (1237 : 2017 Winter Quarter Recreation Activity Evaluation)

## Exhibit A

(Blank Cells Represent No Class/Activity Offered)

| CLASS                                             | Winter 2016 |            |             | Winter 2017 |            |             |
|---------------------------------------------------|-------------|------------|-------------|-------------|------------|-------------|
|                                                   | Res         | NonRes     | Total       | Res         | NonRes     | Total       |
| Excursion to the Carlsbad Outlets                 | 0           | 0          | 0           |             |            |             |
| Future Tennis Stars                               | 1           | 2          | 3           | 5           | 5          | 10          |
| Gentle Yoga                                       | 5           | 7          | 12          | 5           | 9          | 14          |
| Group Voice                                       | 0           | 0          | 0           |             |            |             |
| Hiking 101                                        | 10          | 3          | 13          |             |            |             |
| Hiking Club                                       | 10          | 3          | 13          | 11          | 1          | 12          |
| Holidays with Music Together                      |             |            |             | 10          | 6          | 16          |
| Into the Woods                                    | 470         | 117        | 587         |             |            |             |
| Jazz I                                            | 7           | 5          | 12          |             |            |             |
| Jazz II                                           | 4           | 5          | 9           |             |            |             |
| Jazz III/IV                                       | 1           | 6          | 7           |             |            |             |
| Jazz V                                            | 1           | 2          | 3           |             |            |             |
| Kindergarten, Here I Come!                        | 9           | 6          | 15          |             |            |             |
| Lyrical II                                        | 1           | 2          | 3           |             |            |             |
| Lyrical III/IV*                                   | 1           | 2          | 3           |             |            |             |
| Meditation, everyone should meditate- WHY?        |             |            |             | 3           | 1          | 4           |
| Meg's Community Kitchen Workshops                 |             |            |             | 18          | 4          | 22          |
| Middle School Dance                               | 52          | 78         | 130         |             |            |             |
| More Beginning Guitar                             |             |            |             | 0           | 0          | 0           |
| Music Together                                    | 14          | 13         | 27          | 11          | 12         | 23          |
| Music Together-Free Trial                         | 11          | 2          | 13          | 4           | 8          | 12          |
| Playtime!                                         | 18          | 9          | 27          | 14          | 13         | 27          |
| Pre Ballet                                        | 6           | 2          | 8           |             |            |             |
| Primary Ballet                                    | 5           | 0          | 5           |             |            |             |
| Qigong                                            | 4           | 5          | 9           |             |            |             |
| Q3 Additional Family Member: Five Dance Classes   |             |            |             | 0           | 0          | 0           |
| Q3 Additional Family Member: Four Dance Classes   |             |            |             | 0           | 0          | 0           |
| Q3 Additional Family Member: One Dance Class      |             |            |             | 8           | 5          | 13          |
| Q3 Additional Family Member: Six Dance Classes    |             |            |             | 0           | 0          | 0           |
| Q3 Additional Family Member: Three Dance Classes  |             |            |             | 0           | 0          | 0           |
| Q3 Additional Family Member: Two Dance Classes    |             |            |             | 1           | 0          | 1           |
| Q3 First Family Member: Five Dance Classes        |             |            |             | 4           | 1          | 5           |
| Q3 First Family Member: Four Dance Classes        |             |            |             | 2           | 2          | 4           |
| Q3 First Family Member: One Dance Class           |             |            |             | 56          | 32         | 88          |
| Q3 First Family Member: Seven Dance Classes       |             |            |             | 0           | 0          | 0           |
| Q3 First Family Member: Six Dance Classes         |             |            |             | 0           | 0          | 0           |
| Q3 First Family Member: Three Dance Classes       |             |            |             | 2           | 2          | 4           |
| Q3 First Family Member: Two Dance Classes         |             |            |             | 6           | 6          | 12          |
| Qigong for All                                    |             |            |             | 1           | 0          | 1           |
| Rising Stars Tennis                               | 1           | 0          | 1           | 4           | 3          | 7           |
| Slow Pitch Adult Softball: Coed League            | 0           | 0          | 0           |             |            |             |
| Slow Pitch Adult Softball: Men's "D" League       | 1           | 1          | 2           | 0           | 1          | 1           |
| Slow Pitch Adult Softball: Men's "C" League       | 0           | 0          | 0           | 0           | 0          | 0           |
| Slow Pitch Adult Softball: Men's Lower "D" League |             |            |             | 0           | 0          | 0           |
| Slow Pitch Adult Softball: Men's Upper "D" League |             |            |             | 0           | 0          | 0           |
| Tap I                                             | 12          | 0          | 12          |             |            |             |
| Tap II/III                                        | 3           | 4          | 7           |             |            |             |
| Tap IV                                            | 0           | 3          | 3           |             |            |             |
| Tennis Stars                                      | 4           | 0          | 4           | 2           | 4          | 6           |
| Tier 1 Tennis                                     | 0           | 4          | 4           | 0           | 2          | 2           |
| Tunes and Tales                                   | 19          | 29         | 48          | 23          | 12         | 35          |
| Tutus & Twirls/ Mommy and Me Dance                | 3           | 3          | 6           |             |            |             |
| Women's Self-Defense Tactical Training            |             |            |             | 2           | 3          | 5           |
| Yoga Level I                                      | 0           | 0          | 0           |             |            |             |
| Youth Hip Hop Team                                | 7           | 5          | 12          |             |            |             |
| Zumba                                             | 27          | 5          | 32          | 34          | 4          | 38          |
| Zumba Toning                                      |             |            |             | 11          | 0          | 11          |
| Zumba (3 Month Option)                            | 5           | 0          | 5           |             |            |             |
| <b>Enrollment Totals:</b>                         | <b>1250</b> | <b>716</b> | <b>1966</b> | <b>614</b>  | <b>427</b> | <b>1041</b> |

Exhibit A

(Blank Cells Represent No Class/Activity Offered)

CLASS

| Winter 2016 |        |       | Winter 2017 |        |       |
|-------------|--------|-------|-------------|--------|-------|
| Res         | NonRes | Total | Res         | NonRes | Total |
| 64%         | 36%    |       | 59%         | 41%    |       |



# City of Laguna Hills

## Parks & Recreation Commission

### Staff Report

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**DATE:** April 5, 2017  
**TO:** Parks and Recreation Commission  
**FROM:** Dan Meehan  
Community Services Superintendent  
**ISSUE:** 2017 Volunteer Connection Day and Arbor Day Recognition

---

**RECOMMENDATION:** That the Parks and Recreation Commission receive and file the report.

---

#### **SUMMARY:**

The 2017 Volunteer Connection Day event is scheduled for Saturday, April 15, 2017 between the hours of 9:00am and 12:00pm. As the Commission may recall, for the 2016 event fifty one (51) volunteers were welcomed by Commissioners and staff before venturing off to assist in the clean-up of nearby trails and the planting of eleven (11) trees at Veeh Ranch Park in recognition of Arbor Day.

Past projects have included multiple trail clean-ups, painting projects, a Green Expo, and for 2016, a free document shredding event. Projects for 2017 include trail clean-ups and a tree planting ceremony in recognition of Arbor Day.

Projects for the 2017 event include trail clean-ups and a tree planting ceremony in recognition of Arbor Day. Staff will send volunteers to the Aliso Creek trail, Juan Avila trail, and to Veeh Ranch Park for clean-up efforts. A total of fifteen pine trees will be planted at Knotty Pine Park.

#### **FISCAL IMPACT:**

The FY 2016/17 budget for Volunteer Connection Day is \$1,000. Event expenditures totaled \$415.90 for the 2016 Volunteer Connection Day.



# City of Laguna Hills

## Parks & Recreation Commission

### Staff Report

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**DATE:** April 5, 2017  
**TO:** Parks and Recreation Commission  
**FROM:** Dan Meehan  
Community Services Superintendent  
**ISSUE:** Garage Clean-Up and Paper Shredding Event

---

**RECOMMENDATION:** That the Parks and Recreation Commission receive and file the report.

---

#### **SUMMARY:**

The City of Laguna Hills, CR&R Environmental Services, Goodwill and Paper Depot are collaborating on a "Garage Clean-Up" and paper shredding event being held on Saturday, April 15, 2007, from 8:00am-12:00pm. Laguna Hills residents can drop-off bulky items such as televisions, computers, tables, and appliances, along with trash and any items that they would like to donate in addition to having confidential documents and papers shredded. Prohibited items include chemicals, hazardous waste, trees, and cars/engines. The event will be held in the Laguna Hills High School parking lot.



# City of Laguna Hills

## Parks & Recreation Commission

### Staff Report

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**DATE:** April 5, 2017  
**TO:** Parks and Recreation Commission  
**FROM:** Dan Meehan  
Community Services Superintendent  
**ISSUE:** 2017 Laguna Hills Memorial Day Half Marathon, 10K & 5K Event

---

**RECOMMENDATION:** That the Parks and Recreation Commission receive and file the report.

---

#### **SUMMARY:**

The City of Laguna Hills Half Marathon, 10K and 5K, honoring the USMC Dark Horse Battalion is scheduled for Monday, May 29, 2017. Event registration opened on November 1, 2016, and there are approximately seven hundred runners registered for the event at this time. The 3/5 Marine Support Committee has chosen Hospital Corpsman Third Class Stuart Fuke to serve as the event Grand Marshall for 2017. Additionally, the City once again intends to donate \$3 from each 5K, 10K, and half marathon race registration to the 3/5 Marine Support Committee at the conclusion of the event per City Council direction. The proposed budget for the 2017 event is attached to this report, and an account of the financials of the 2016 race event is also attached to this report.

#### **BACKGROUND:**

The City of Laguna Hills Memorial Day Half Marathon, 10K and 5K, honoring the USMC Dark Horse Battalion is scheduled for Monday, May 29, 2017. As the Commission may recall, three thousand, six hundred ninety-six (3,696) runners participated in the event in 2016. A highlight of the 2016 event was the presence of 3/5 Battalion Marines who once again brought a number of static displays to the post race Community Expo. Based on the City Council approved pledge formula, whereby, the City's intention is to donate \$3 from each paid 5K, 10K, and half marathon registration to the 3/5 Marine Support

## 2017 Laguna Hills Memorial Day Half Marathon, 10K & 5K Event

April 5, 2017

Page 2

Committee at the conclusion of the event, \$9,858 was provided to the 3/5 Support Committee in 2016.

Members of Team Dark Horse have selected Hospital Corpsman Third Class Stuart Fuke to serve as the Grand Marshall for the 2017 event. Mr. Fuke deployed twice to Afghanistan with the 3/5 Marines. He was injured during his second deployment while caring for a wounded Marine and was awarded both the Purple Heart and the Navy and Marine Corp Achievement Medal with Valor.

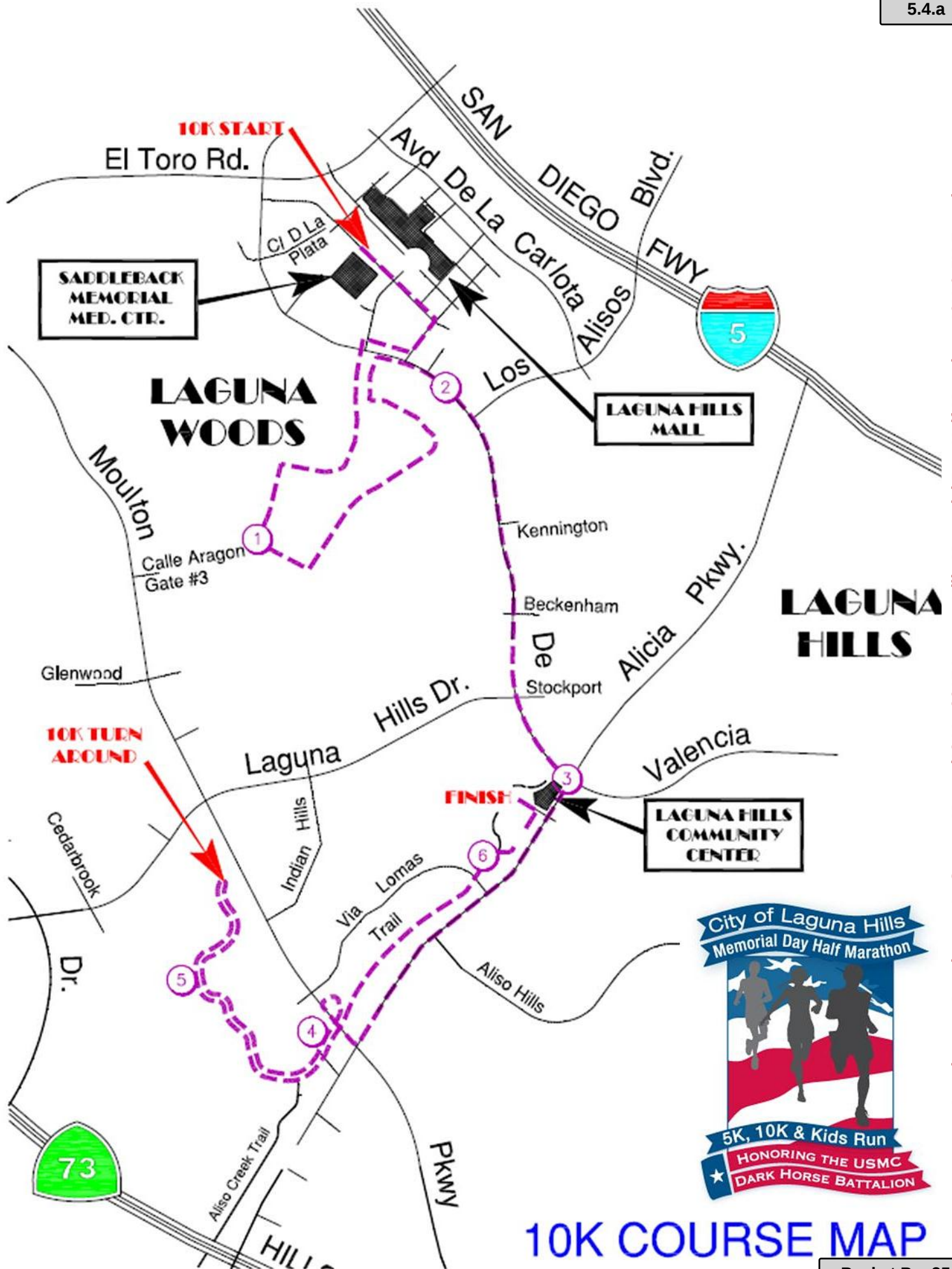
The City intends to once again partner with South County Outreach to promote a food drive for the 2017 event. In addition, a portion of the beer garden ticket sale proceeds will again be donated to South County Outreach. In 2016, one hundred forty pounds of food were donated and \$500 of beer garden ticket sale proceeds were provided to South County Outreach. Race participants and spectators will again be encouraged to bring canned goods and non-perishable food items. Collection stations will be available at the race start line and the community expo on Monday, May 29. Another collection station will be located at Road Runner Sports in Laguna Hills during pre-race packet pick up on both Saturday, May 27 and Sunday May 28 from 11:00 a.m. – 4:00 p.m.

All course maps are attached to this staff report. Staff will provide the Commission with a synopsis of the event including the results of the charity outreach activity when the post event report is brought to the Commission at its August 2017 meeting.

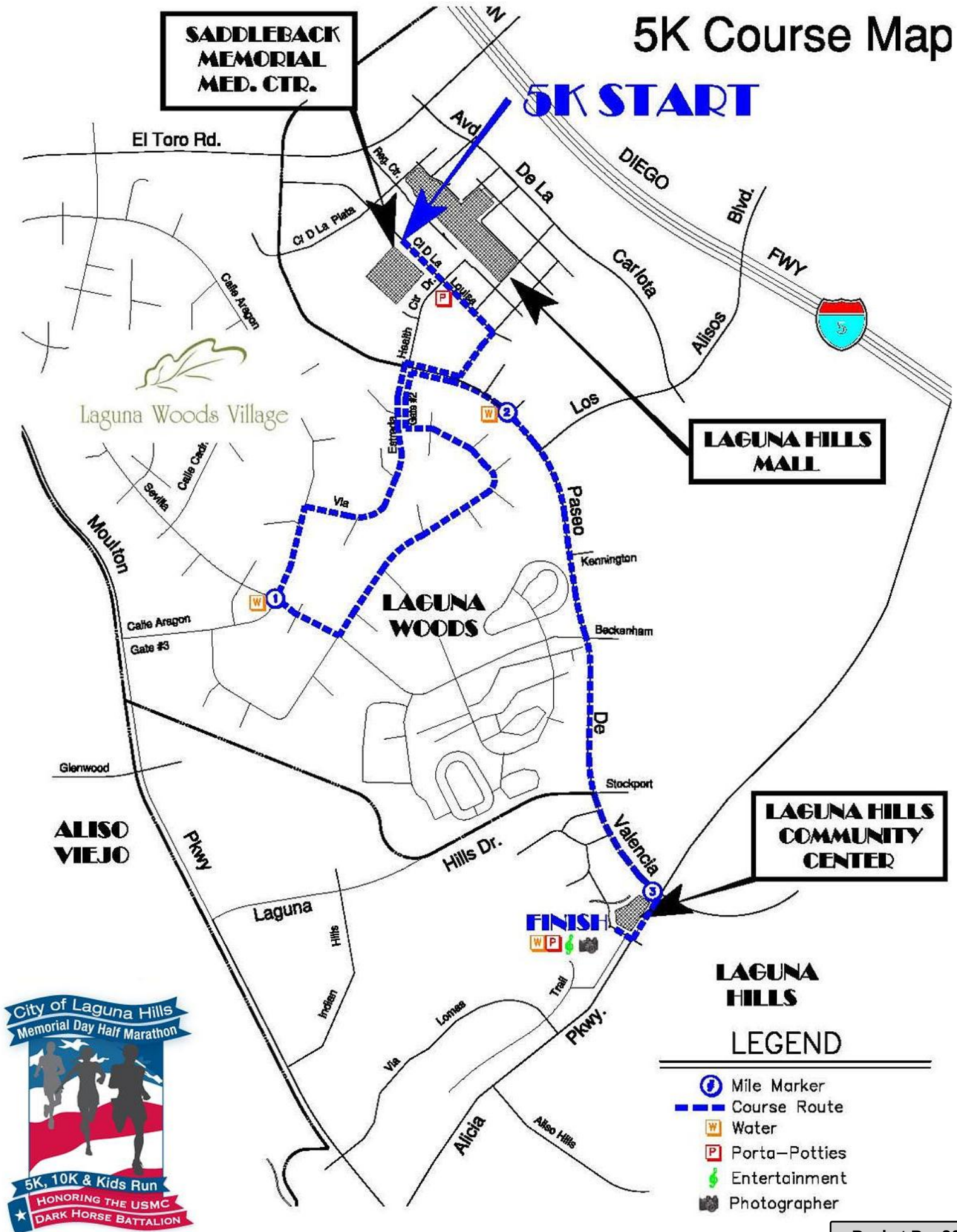
### **ATTACHMENTS:**

- Attachment 1 - Course Maps
- Attachment 2 - 2017 Event Budget
- Attachment 3-2016 Event Expense and Revenue Summary





# 5K Course Map



## Event Budget for 2016/2017/2018 Half Marathon, 10K and 5k

### Income

|              | Estimated    | Actual      |
|--------------|--------------|-------------|
| Total income | \$200,179.00 | \$56,220.00 |

| Admissions                                                                                | Estimated | Actual | Fee | Fee late | Estimated    | Actual      |
|-------------------------------------------------------------------------------------------|-----------|--------|-----|----------|--------------|-------------|
| 1/2 marathon                                                                              | 1440      | 1157   | 75  | 105      | \$109,500.00 | 25,500.00   |
| 10K                                                                                       | 650       | 878    | 32  | 43       | \$22,500.00  | 17,200.00   |
| 5K                                                                                        | 1200      | 1692   | 27  | 38       | \$33,500.00  | 11,575.00   |
| Kids Run                                                                                  | 200       | 148    | 19  | 21       | \$3,800.00   | 1,050.00    |
| Diaper Dash                                                                               | 45        | 110    | 15  | 15       | \$700.00     | 265.00      |
| Total                                                                                     | 3535      |        |     |          |              |             |
| Total race registration, including early-bird, team discounts, and race day registration: |           |        |     |          | \$170,000.00 | \$55,590.00 |

| Sponsors          | Amount      | Number of | Totals      | Estimated   |        |
|-------------------|-------------|-----------|-------------|-------------|--------|
| SMMC/Presenting*  | \$15,000.00 | 1         | \$15,000.00 | \$15,000.00 |        |
| Road Runner       | \$3,500.00  | 1         | \$3,500.00  | \$3,500.00  |        |
|                   |             | 1         |             |             |        |
| AG Laguna Hills   | \$500.00    | 1         | \$500.00    | \$500.00    |        |
| Laguna Hills Mall | \$2,500.00  | 1         | \$2,500.00  | \$2,500.00  |        |
| Total             |             |           | \$21,500.00 | \$21,500.00 | \$0.00 |

| Exhibitors/vendors     |  |                    |          |            |          |
|------------------------|--|--------------------|----------|------------|----------|
| Ameriprise Financial   |  | Large booths @     | \$450.00 | \$450.00   |          |
| True Drinks            |  | Large booths @     | \$500.00 | \$350.00   |          |
| Renewal by Anderson    |  | Large booths @     | \$350.00 | \$350.00   |          |
| Nutrishop              |  | Large booths @     | \$350.00 | \$350.00   |          |
| Orange Theory Fitness  |  | Large booths @     | \$350.00 | \$350.00   |          |
| Total Training         |  | Large booths @     | \$350.00 | \$350.00   |          |
| NG Urgent Care         |  | Large Booth+@      | \$600.00 | \$600.00   |          |
| TDH                    |  | Canopy Tent        | \$100.00 | \$100.00   |          |
| Raceforce LLC          |  | Booth and Bag      | \$550.00 | \$550.00   |          |
|                        |  | Booth and Bag      | \$500.00 |            |          |
| Lifeworks Chiropractic |  | Large booths @     | \$425.00 | \$425.00   |          |
| DAWG                   |  | Large booths @     | \$350.00 | \$350.00   | \$350.00 |
| Farm Fresh To You      |  | Large booths @     | \$350.00 | \$350.00   |          |
| Renewal                |  | Large booths @     | \$350.00 | \$350.00   |          |
| Crohn's & Colitis      |  | Large booths @     | \$350.00 | \$350.00   | \$280.00 |
| Henry Kim DMD          |  | Booth & Canopy     | \$450.00 | \$450.00   |          |
| Veshkini Ortho         |  | Booth & Goodie Bag | \$350.00 | \$350.00   |          |
| Big Air                |  | Virtual Goodie Bag | \$250.00 | \$250.00   |          |
| My Open Road           |  | Large booths @     | \$350.00 | \$350.00   |          |
| Alicia Pkway Dental    |  | Large booths @     | \$350.00 | \$350.00   |          |
| Horizon Solar          |  | Booth              | \$250.00 | \$250.00   |          |
| Viking Truck           |  | Food Truck         | \$150.00 | \$150.00   |          |
| Porko Rico             |  | Food Truck         | \$150.00 | \$150.00   |          |
| The Cut                |  | Food Truck         | \$150.00 | \$150.00   |          |
| Devilicious            |  | Food Truck         | \$150.00 | \$150.00   |          |
| Dos Chinos             |  | Food Truck         | \$150.00 | \$150.00   |          |
|                        |  | Food Truck         | \$150.00 |            |          |
| Beach Bus Bistro       |  | Shaved Ice         | \$150.00 | \$150.00   |          |
|                        |  | Donation           | \$175.00 |            |          |
|                        |  | Hotel Sponsor @    | \$0.00   | \$0.00     | \$0.00   |
|                        |  |                    |          | \$8,175.00 | \$630.00 |

|             |   |          |          |          |        |
|-------------|---|----------|----------|----------|--------|
|             |   | Donation | \$0.00   | \$0.00   |        |
| Donations   | 0 |          | \$0.00   | \$0.00   | \$0.00 |
| OCSD-Cadets | 0 |          | \$504.00 | \$504.00 |        |
|             | 0 |          |          | \$0.00   | \$0.00 |
|             | 0 |          |          | \$504.00 | \$0.00 |

# Event Budget for 2016/2017/2018 Half Marathon, 10K & 5k

## Expenses

|                       |  | Estimated           | Actual             |
|-----------------------|--|---------------------|--------------------|
| <b>Total Expenses</b> |  | <b>\$193,301.00</b> | <b>\$42,159.98</b> |

|                          |                    | Estimated | Actual        |
|--------------------------|--------------------|-----------|---------------|
| <b>Permits</b>           |                    |           |               |
| Laguna Hills High School | \$125.00           |           |               |
| Laguna Woods             | \$300.00           |           |               |
| Health Dept.             | \$160.00           |           |               |
| ABC Permit               | \$25.00            |           |               |
| Laguna Niguel            | \$0.00             |           |               |
| OC Permits               | \$1,200.00         |           |               |
| OCFA                     | \$210.00           |           |               |
| Police-OCSD              | \$16,000.00        |           |               |
| <b>Totals</b>            | <b>\$18,020.00</b> |           | <b>\$0.00</b> |

|                       |                   | Estimated | Actual            |
|-----------------------|-------------------|-----------|-------------------|
| <b>Advertising</b>    |                   |           |                   |
| Race Grader           | \$1,000.00        |           |                   |
| VGB                   | \$900.00          |           |                   |
| Race Place            | \$850.00          |           | \$180.00          |
|                       | \$0.00            |           |                   |
| Facebook              | \$1,000.00        |           |                   |
| Booth Space/Bags      | \$1,600.00        |           | \$1,082.66        |
| Misc event reimb.     | \$1,200.00        |           |                   |
| Runners on the Go     | \$800.00          |           |                   |
| Active.com web/e-news | \$1,700.00        |           |                   |
| <b>Totals</b>         | <b>\$9,050.00</b> |           | <b>\$1,262.66</b> |

|                         |                   | Estimated | Actual            |
|-------------------------|-------------------|-----------|-------------------|
| <b>Graphics</b>         |                   |           |                   |
| Website                 | \$1,200.00        |           | \$1,150.00        |
| Post card printing 20K  | \$0.00            |           |                   |
| Postcard printing 7.5K  | \$568.00          |           | \$558.44          |
| Postcard printing 10K   | \$900.00          |           | \$783.13          |
| RaceBanners/Signs       | \$1,500.00        |           | \$587.34          |
| Flyer Distribution/PCRT | \$1,000.00        |           | \$100.91          |
| Domain Fees             | \$65.00           |           |                   |
| Web Hosting             | \$103.00          |           |                   |
| Mail Fee-Custom Quick   | \$2,300.00        |           |                   |
| Sponsor materials       | \$500.00          |           |                   |
| <b>Totals</b>           | <b>\$8,136.00</b> |           | <b>\$3,179.82</b> |

|                         |                    | Estimated | Actual            |
|-------------------------|--------------------|-----------|-------------------|
| <b>Miscellaneous</b>    |                    |           |                   |
| Insurance               | \$1,420.00         |           | \$1,710.00        |
| Ritz Day Porter         | \$300.00           |           |                   |
| Ice Truck               | \$500.00           |           |                   |
| Trucks/Gas              | \$1,500.00         |           |                   |
| Labor Ready             | \$500.00           |           | \$0.00            |
| Distrobution            | \$600.00           |           |                   |
| Virtual Goodie Bag      | \$500.00           |           | \$500.00          |
| Kids Zone-L. Murray     | \$250.00           |           |                   |
| Wristbands              | \$100.00           |           |                   |
| Traffic Control         | \$500.00           |           | \$250.00          |
| Ads (Sinta)             | \$2,000.00         |           | \$682.50          |
| Scaffolding             | \$500.00           |           |                   |
| EMT Services            | \$800.00           |           |                   |
| Volunteer Food          | \$300.00           |           |                   |
| Security-Expo Overnight | \$500.00           |           |                   |
| Security-Beer Garden    | \$145.00           |           |                   |
| Comm./sponsors 20%      | \$5,000.00         |           |                   |
| <b>Totals</b>           | <b>\$15,415.00</b> |           | <b>\$3,142.50</b> |

|                            |                    | Estimated | Actual        |
|----------------------------|--------------------|-----------|---------------|
| <b>Race Expenses</b>       |                    |           |               |
| Food/Water/Cups            | \$1,500.00         |           |               |
| Course Cert.               | \$500.00           |           |               |
| Awards Div/Kids Medals     | \$650.00           |           |               |
| Medals or Drinking Glasses | \$8,000.00         |           |               |
| Busses                     | \$1,500.00         |           |               |
| T-Shirts/Hats              | \$32,500.00        |           |               |
| Walkie Talkies             | \$600.00           |           |               |
| Bibs                       | \$1,767.50         |           |               |
| <b>Totals</b>              | <b>\$45,250.00</b> |           | <b>\$0.00</b> |

|                                    |                    | Estimated | Actual             |
|------------------------------------|--------------------|-----------|--------------------|
| <b>Services</b>                    |                    |           |                    |
| Timing Services base               | \$800.00           |           |                    |
| Timing Services \$3 per registered | \$10,605.00        |           | \$4,575.00         |
| Electrical & sound                 | \$3,000.00         |           |                    |
| Banner Install/Removal             | \$8,600.00         |           |                    |
| Portable Restrooms/Fencing         | \$3,500.00         |           |                    |
| Announcer                          | \$400.00           |           |                    |
| American Barr./Traffic Plan        | \$15,000.00        |           |                    |
| Renegade Racing                    | \$48,000.00        |           | \$30,000.00        |
| RR over 3500 part. Bonus \$2       | \$500.00           |           |                    |
| <b>Totals</b>                      | <b>\$90,405.00</b> |           | <b>\$34,575.00</b> |

|                       |                   | Estimated | Actual        |
|-----------------------|-------------------|-----------|---------------|
| <b>Expo</b>           |                   |           |               |
| Bounce Houses         | \$825.00          |           |               |
| Balloons              | \$1,200.00        |           |               |
| tents, tables, chairs | \$5,000.00        |           |               |
| <b>Totals</b>         | <b>\$7,025.00</b> |           | <b>\$0.00</b> |

## Attachment 3

## 2016 Event Expense and Revenue Summary

|                                                     | \$ Amount       |
|-----------------------------------------------------|-----------------|
| <b>A) Event Revenue:</b>                            |                 |
| Race Registrations                                  | 161,357         |
| Sponsors                                            | 21,500          |
| Expo Vendors                                        | 4,690           |
| Less 3/5 Battalion Donation                         | (9,858)         |
| <b>Total Revenue</b>                                | <b>177,679</b>  |
|                                                     |                 |
| <b>B) Event Direct Expenses:</b>                    |                 |
| Permits                                             | 1,787           |
| Advertising                                         | 8,937           |
| Graphics                                            | 4,475           |
| Miscellaneous ( <i>Truck rentals, Scaffolding</i> ) | 12,469          |
| Race Shirts/Awards/Bibs                             | 40,309          |
| Services                                            | 85,211          |
| Expo                                                | 8,063           |
| Police Services                                     | 12,951          |
| <b>Total Event Direct Expenses</b>                  | <b>174,202</b>  |
|                                                     |                 |
| <b>C) Direct Expenses (over)/under Revenue</b>      | <b>3,477</b>    |
|                                                     |                 |
| <b>D) Event Staff Expenses:</b>                     |                 |
| Planning (pre-event)                                | 13,170          |
| Pre-packet Pickup                                   | 1,035           |
| Event Day                                           | 6,472           |
| <b>Total Staff Expenses</b>                         | <b>20,677</b>   |
|                                                     |                 |
| <b>E) Total Event Expenses</b>                      | <b>194,879</b>  |
| <b>F) Total Event Expenses (over)/under Revenue</b> | <b>(17,200)</b> |



# City of Laguna Hills

## Parks & Recreation Commission

### Staff Report

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**DATE:** April 5, 2017  
**TO:** Parks and Recreation Commission  
**FROM:** Dan Meehan  
Community Services Superintendent  
**ISSUE:** 2017 4Th of July Celebration Pre Event Report

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**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 Tuesday, 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 April 11, 2017, meeting, staff will recommend that the City Council authorize the City Manager to execute an agreement with Fireworks America for the 2017 fireworks display. The proposed show for 2017 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.

#### **BACKGROUND:**

The City of Laguna Hills will host its annual Fourth of July celebration at the Laguna Hills Sports Complex on Tuesday, July 4, 2017. 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)

## 2017 4Th of July Celebration Pre Event Report

April 5, 2017

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### **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
- Vector Control Display

### **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.

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 2017. 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 April 11, 2017, meeting, staff will recommend that the City Council authorize the City Manager to execute an agreement with Fireworks America for the 2017 fireworks display. The proposed show for 2017 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 2017 Fourth of July event is \$58,450 which includes a fireworks budget of \$26,500. Estimated overall expenditures, including the \$26,500 fireworks show expense, total \$58,450. Estimated net costs total \$52,250, which accounts for an estimated \$5,000 in ticket sales revenue and \$1,200 in vendor booth rentals.