



CITY OF LAGUNA HILLS

PARKS & RECREATION COMMISSION

REGULAR MEETING AGENDA

Wednesday, February 3, 2021 – 7:00 PM

Don Caskey - Commissioner
Maya Carroll - Commissioner
Dan Cooper- Commissioner
Julie Nassif- Commissioner
Patricia Thee- 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

ELECTION OF CHAIR

Recommendation: That the Parks and Recreation Commission elect a new Chair.

ELECTION OF VICE CHAIR

Recommendation: That the Parks and Recreation Commission elect a new Vice Chair

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 Approval of Minutes for August 5, 2020**

Recommendation: That the Parks and Recreation Commission approve the Minutes for August 5, 2020, Regular Meeting.

3. PRESENTATIONS**4. ADMINISTRATIVE REPORTS****4.1 Coronavirus (COVID-19) Update on the Status of City of Laguna Hills Recreation Facilities and Recreation Programs and a Summary of 2020 Community Services Department Events.**

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

5. INFORMATIONAL ITEMS**6. COMMISSIONER COMMENTS****7. ADJOURNMENT**

The next Regular Meeting of the Parks & Recreation Commission will be April 7, 2021, 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 January 29, 2021, at 5:00 PM.



David T. Reynolds; Deputy City Manager**January 29, 2021**

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

DATE: February 3, 2021
TO: Parks and Recreation Commission
FROM: David Reynolds
Deputy City Manager
ISSUE: Approval of Minutes for August 5, 2020

RECOMMENDATION: That the Parks and Recreation Commission approve the Minutes for August 5, 2020, Regular Meeting.

ATTACHMENTS:

- P&R Minutes 200805

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

**REGULAR MEETING
MINUTES
Wednesday, August 5, 2020**

CALL TO ORDER

The meeting was called to order at 7:00 PM by Chair David Robbins

PLEDGE OF ALLEGIANCE

ROLL CALL OF COMMISSIONER MEMBERS

Attendee Name	Title	Status	Arrived
David Robbins	Chair	Present	
Victoria Auer	Vice Chair	Present	
Dan Cooper	Commissioner	Present	
Maya Carroll	Commissioner	Present	
Julie Nassif	Commissioner	Present	

1. PUBLIC COMMENTS

2. MINUTES APPROVAL

2.1 Approval of Minutes for February 5, 2020

Recommendation: That the Parks and Recreation Commission approve the Minutes for February 5, 2020, Regular Meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Victoria Auer, Vice Chair
SECONDER:	Dan Cooper, Commissioner
AYES:	David Robbins, Chair, Victoria Auer, Vice Chair, Dan Cooper, Commissioner, Maya Carroll, Commissioner, Julie Nassif, Commissioner

3. PRESENTATIONS

4. ADMINISTRATIVE REPORTS

4.1 Election of Parks and Recreation Commission Chair and Vice Chair

Recommendation: That the Parks and Recreation Commission wait until its regularly scheduled meeting of February 3, 2021, to conduct a Commission reorganization to elect the Chair and Vice Chair.

Deputy City Manager gave a brief synopsis of the report to the Parks and Recreation Commission.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Maya Carroll, Commissioner
SECONDER:	David Robbins, Chair
AYES:	David Robbins, Chair, Victoria Auer, Vice Chair, Dan Cooper, Commissioner, Maya Carroll, Commissioner, Julie Nassif, Commissioner

4.2 Coronavirus Update on Status of City of Laguna Hills' Recreation Facilities Openings and Closures

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

Mr. Reynolds presented his report to the Parks and Recreation Commission. He provided an update on the cancellation of facility reservations, recreational programs and the transition of Community Services Staff to the Coronavirus Recovery Team, per the City Manager's Executive Order effective May 18, 2020.

Mr. Reynolds explained to the Commission that the role of the Coronavirus Recovery Team includes answering calls from residents and business owners regarding Coronavirus regulations and providing information on available resources.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	David Robbins, Chair
SECONDER:	Maya Carroll, Commissioner
AYES:	David Robbins, Chair, Victoria Auer, Vice Chair, Dan Cooper, Commissioner, Maya Carroll, Commissioner, Julie Nassif, Commissioner

5. INFORMATIONAL ITEMS

6. COMMISSIONER COMMENTS

Vice Chair Auer asked if the Community Services Staff is working with our contract instructors to help offer outdoor classes in the parks, such as Yoga.

Mr. Reynolds replied saying, per the City Manager's Executive Order all recreation activities have been cancelled until September 10, 2020. Staff has contacted all contract instructors. Instructors remain hesitant offering classes with the new State and County COVID guidelines.

Staff is working on an assessment to restructure recreation activities due to the coronavirus pandemic. Staff is also visiting local businesses to determine if they remain open, and if they are following State and County Guidelines.

7. ADJOURNMENT

There being no further business before the Parks and Recreation Commission at this session, Chair Robbins declared the meeting adjourned at 7:39 PM.

David Reynolds, Deputy City Manager

ATTEST:

Approved at meeting of February 3, 2021



City of Laguna Hills

Parks & Recreation Commission

Staff Report

DATE: February 3, 2021

TO: Parks and Recreation Commission

FROM: Dan Meehan
Community Services Superintendent

ISSUE: Coronavirus (COVID-19) Update on the Status of City of Laguna Hills Recreation Facilities and Recreation Programs and a Summary of 2020 Community Services Department Events.

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

SUMMARY:

In March of 2020, the City of Laguna Hills began its efforts to close City recreation facilities and amenities and cancel recreation programs in response to the State's emergency orders to mitigate the spread of COVID-19. The City of Laguna Hills issued, on March 18, 2020, a proclamation declaring the existence of a local emergency in response to the severe public health concerns and economic impacts relating to the COVID-19 pandemic. Staff has continued to actively monitor regulations in the anticipation of safely opening up facilities and amenities. As of January 25, 2021, the State's Regional Stay-At-Home Order enacted on December 3, 2020, was lifted, placing Orange County back into the Purple Tier of the State's Blueprint to a Safer Economy. This staff report provides an update on the current status of recreation facility and amenity closures and openings and the status of current recreation activity. Also included in this report is a summary of the Community Services Department's volunteer and community events offered in 2020.

BACKGROUND:

The following is an update on the openings and closures of the City's public recreation facilities and amenities and recreation programming in light of the COVID-19 pandemic. In addition, a summary of Community Services Department's community events for 2020 is provided below. It should be noted that staff continues to monitor State and local regulations and guidelines to determine when facilities can reopen and recreation activity can resume.

Facility and Recreation Activity Update

1. Community Center & Gymnasium – CLOSED. Per Laguna Hills Executive Order No. 28, the Community Center shall remain closed to the public until further notice. Facility reservations/rentals, unless otherwise permitted by applicable public health orders and/or state and county public health guidelines, shall remain cancelled or suspended until further notice.
2. Recreation Programs – PRIMARLILY CLOSED. Recreation programs, classes and activity, unless permitted by applicable health orders and/or State and County public health guidelines, shall remain suspended until further notice (Executive Order No. 29).

Tennis lessons provided by one of the City's Contract Instructors resumed in November 2020 at MacKenzie Park.

3. Restroom facilities at Cabot and Community Center Sports Complex – OPEN. The restrooms at Cabot and the Community Center Sports Complex were originally closed with Executive Order No. 6, dated March 19, 2020, but are now open from 8:00am to 9:00pm Monday through Saturday and from 8:00am-6:00pm on Sundays for park users.

The City placed portable restroom(s) and hand-washing station(s) at the Laguna Hills Civic Center, Laguna Hills Community Center and Sports Complex, and at Cabot Park, to further promote public health and sanitation during the pandemic (Executive Order No. 13).

4. Parks (open spaces) & Trails – OPEN. The City of Laguna Hills public parks and trails were never closed during this pandemic and these openings have been in line with the State's stay-at-home order guidelines for outdoor recreation.

5. Fields (organized sports play) – CLOSED to competitive play. OPEN for drills and practices per guidelines. Practices and clinics are permitted with appropriate social distancing and masks in accordance to State and Orange County guidelines. Athletic Field Use Permits were issued for, drills and practices to AYSO, Pateadores Soccer Club, and Elite Soccer Club for use of the Community Center and Sports Complex soccer fields and the upper High School fields beginning in August of 2020.
6. Picnic Shelters – CLOSED – Picnic Shelter at Community Center and Sports Complex; OPEN – picnic tables at neighborhood parks.
7. Playgrounds – OPEN. Playgrounds were closed during the pandemic but were reopened to the public on October 8, 2020, per Executive Order No. 30. Disinfecting of playground equipment is occurring until further notice. Signs have been posted on social distancing requirements per California Department of Public Health (CDPH) guidelines.
8. Skateboard park - OPEN. The skate park re-opened in October of 2020. Signs have been posted on social distancing requirements per California Department of Public Health (CDPH) guidelines.

 The skateboard park is an unsupervised public facility and signs are posted that skaters skate at their own risk.
9. Hockey Rink – OPEN. Per City Council direction on November 24, 2020, staff opened the hockey rink for pickle ball play on December 1, 2020.
10. OC Tech Library – OPEN. The library opened for patrons with modifications in October of 2020. Current library hours are Monday through Friday from 10:00am to 4:00pm.
11. Tennis Courts – OPEN. Tennis courts were never closed during the pandemic and are currently open.
12. Outdoor basketball, handball, and volleyball courts – OPEN. These recreation amenities were never closed during the pandemic and are currently open.

2020 Community Services Department Events

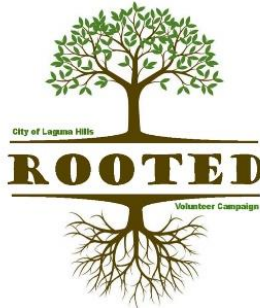
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As the Commission may recall, per Emergency Executive Order No. 22, issued May 18, 2020, Community Services Department full-time staff were transitioned to the Coronavirus Recovery Team. Five staff members serve as the point of contact for the public for COVID-19 related questions and assistance. The Coronavirus Recovery Team responds to emails and phone calls, connects the public with appropriate services, notifies the public of grant opportunities, and reviews all County and State guidelines. In addition, regular updates are made to the Coronavirus page on the City's website to keep the public abreast of new information.

Unfortunately, all part-time recreation staff were furloughed effective May 25, 2020, with the issuance of Executive Order No. 21.

While the pandemic put a hold on recreation activity and events in 2020, including the cancellation of Volunteer Connection Day, the Memorial Day Half Marathon, 10K, and 5K event, the 4th of July Celebration, and Breakfast with Santa staff offered other events for volunteerism opportunities and community assistant events during 2020. A summary of these events is provided below.

- Rooted Volunteer Campaign – The City of Laguna Hills Rooted Volunteer Campaign was created in 2020 to provide a sense of community involvement through year-round volunteer opportunities. A number of planting and beautification projects were planned, with the first being held on Saturday, October 24, 2020. Twenty-three participants helped with the planting of more than 500 plants at two locations



in the City (Largo and Sunburst and the Laguna Hills Sports Complex). The Rooted Campaign events planned for November through January were cancelled due to an uptick in positive cases and the enactment of the Regional Stay-At-Home Order on December 3, 2020. Staff is hopeful that the campaign can resume in late February or March this year.

- South County Outreach Food Drive – Two drive through food donation events were held at the Laguna Hills Sports Complex in 2020, benefitting South County Outreach. Event dates were Saturday August 31, 2020, and Saturday, October 24, 2020, and took place between 8:00 am and 10:00am. Nearly 600 lbs. of food were donated.

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- American Red Cross Blood Drive – The Laguna Hills Community Center hosted the American Red Cross Blood Drive on Wednesday, August 26, 2020 between the hours of 10:00am and 4:00pm. Forty-eight individuals donated blood. The event was sponsored by Senator Patricia Bates. A second blood drive event will take place on Wednesday February 3, 2021 at the Community Center, again between the hours of 10:00am and 4:00pm.

Staff continues to evaluate the possibility of safely reopening facilities, resuming classes and recreation activity, and hosting our signature community events as we progress through the State's tiered Blue Print for a Safer Economy in 2021. It should be noted that the City Council provided direction to staff, on December 8, 2020, to host both an in-person and virtual race event for the 2021 Memorial Day Race event. In the event that an in-person race event is not permitted by the State in May of this year, the race will only be a virtual race event.