



CITY OF LAGUNA HILLS

PARKS & RECREATION COMMISSION

REGULAR MEETING AGENDA

Wednesday, February 2, 2022 – 7:00 PM

Dan Cooper - Chair

Julie Nassif - Vice Chair

Sanjay Mathur - Commissioner

Patricia Thee - Commissioner

Neel Patel - 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 the December 1, 2021

Recommendation: That the Parks and Recreation Commission approve the minutes for the December 1, 2021, regular meeting.

3. PRESENTATIONS

3.1 Monument to the 3/5 and 2/4 Marines KIA During the Vietnam War

Recommendation: That the Parks and Recreation Commission receive a presentation from Team Dark Horse founder Mike Bland regarding a recommendation to place a marine monument at the Laguna Hills Community Center.

4. ADMINISTRATIVE REPORTS

4.1 Park Quality Control Program Update

Recommendation: That the Parks and Recreation Commission receive an update from Parks Supervisor Ryan Hanley.

4.2 Development of Citywide Local Hazard Mitigation

Recommendation: That the Parks and Recreation Commission discuss the development of the City's Local Hazard Mitigation Plan and provide input on any hazards of concern in the community to be evaluated and mitigated.

4.3 2021 Community Services Department Year End Report

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 6, 2022 at 7:00 p.m. 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 27, 2022, at 5:00 p.m.



David T. Reynolds; Deputy City Manager

January 27, 2022

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 2, 2022
TO: Parks and Recreation Commission
FROM: Kayle McDonald
Administrative Assistant
ISSUE: Approval of Minutes for the December 1, 2021

RECOMMENDATION: That the Parks and Recreation Commission approve the minutes for the December 1, 2021, regular meeting.

ATTACHMENTS:

- P&R minutes 211201

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

**REGULAR MEETING
MINUTES
Wednesday, December 1, 2021**

CALL TO ORDER

The meeting was called to order at 7:00 p.m. by Chair Dan Cooper.

PLEDGE OF ALLEGIANCE

ROLL CALL OF COMMISSIONER MEMBERS

Attendee Name	Title	Status	Arrived
Dan Cooper	Chair	Present	
Julie Nassif	Vice Chair	Present	
Maya Carroll	Commissioner	Present	
Patricia Thee	Commissioner	Present	

1. PUBLIC COMMENTS

2. MINUTES APPROVAL

2.1 Approval of Minutes for the October 6, 2021

Recommendation: That the Parks and Recreation Commission approve the minutes for the October 6, 2021, regular meeting.

RESULT:	APPROVED [3 TO 0]
MOVER:	Julie Nassif, Vice Chair
SECONDER:	Maya Carroll, Commissioner
AYES:	Julie Nassif, Vice Chair, Maya Carroll, Commissioner, Patricia Thee, Commissioner
ABSTAIN:	Dan Cooper, Chair

3. PRESENTATIONS

4. ADMINISTRATIVE REPORTS

4.1 2021 Recreation Activity Update

Recommendation: That the Parks and Recreation Commission receive an oral report regarding 2021 Recreation Activity Update.

Community Services Superintendent Dan Meehan provided a brief summary of the report to the Parks and Recreation Commission.

4.2 Community Center and Sports Complex Security Cameras and Lighting

Recommendation: That the Parks and Recreation Commission provide feedback to Staff on installations and lighting improvements at the Community Center and Sports Complex as described in this report.

Deputy City Manager Dave Reynolds provided a summary of the report to the Commission and asked the Commission provide feedback to staff.

Vice Chair Nassif recommended that Security Camera Zone 2 and 4 be a priority area.

The Commission was in favor of staff's plan as presented to the Parks and Recreation Commission on the installations and lighting improvements at the Community Center and Sports Complex.

5. INFORMATIONAL ITEMS

5.1 Two Unscheduled Vacancies for Parks and Recreation Commission

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

Mr. Reynolds gave a brief synopsis of the report to the Commission.

RESULT:	RECEIVE AND FILE [UNANIMOUS]
MOVER:	Dan Cooper, Chair
SECONDER:	Maya Carroll, Commissioner
AYES:	Dan Cooper, Chair, Julie Nassif, Vice Chair, Maya Carroll, Commissioner, Patricia Thee, Commissioner

6. COMMISSIONER COMMENTS

7. ADJOURNMENT

There being no further business before the Parks and Recreation Commission at this session, Chair Cooper declared the meeting adjourned at 7:46 PM.

Dan Meehan, Community Services Superintendent

ATTEST:

Approved at meeting of February 2, 2022

Attachment: P&R minutes 211201 (2735 : Approval of Minutes for the December 1, 2021)



City of Laguna Hills

Parks & Recreation Commission

Staff Report

DATE: February 2, 2022
TO: Parks and Recreation Commission
FROM: Dan Meehan
Community Services Superintendent
ISSUE: Monument to the 3/5 and 2/4 Marines KIA During the Vietnam War

RECOMMENDATION: That the Parks and Recreation Commission receive a presentation from Team Dark Horse founder Mike Bland regarding a recommendation to place a marine monument at the Laguna Hills Community Center.

SUMMARY:

Former Laguna Hills resident and 3/5 Marine Support Committee founder Mike Bland will provide a presentation regarding a recommendation to place an existing monument to the 3/5 and 2/4 Marines that lost their lives in the Vietnam War in the plaza area of the Laguna Hills Community Center. A history of this monument is attached to this report for reference.

ATTACHMENTS:

- A History of the Monument

USMC 5th Regiment Vietnam Memorial at Camp Pendleton - Panel # 14

On Memorial Day of 2018, a magnificent Memorial to the United States Marines was dedicated at Camp San Mateo on Marine Corps Base Camp Pendleton. The Memorial honors Marines of the 1st Division, 5th Regiment who gave their lives in the Vietnam conflict. The 5th Regiment Vietnam Memorial occupies a space of over 2000 sq. ft. in the Camp San Mateo Memorial Garden is comprised of six massive slabs of polished granite (over 5000 lbs. per panel). Each slab is engraved with the names of several hundred Marines for a total of 2,706 Marines. The idea to create a 5th Regiment Vietnam Memorial was conceived by Vietnam Veteran Steve Colwell (1st Batt. 5th Marines) several years ago and the process of bringing the memorial to fruition was a long and expensive process. Design, fabrication and installation of the memorial was contracted to Rock of Ages Corp. (RoA) of Vermont.



At some point during the installation of the Memorial, Rock of Ages and their subcontractor(s) determined that one of the six panels (2nd from the right above) was not cut to the correct dimensions. The out-of-spec piece, known as Panel #14, was cut too short in the horizontal dimension and therefore did not physically fit into the framework defined by the adjacent panels. A decision was made by RoA to remove the non-spec Panel #14 and replace it with a new panel

of the correct size. A replacement Panel #14 was fabricated by RoA and subsequently installed to complete the Memorial site.

The Panel 14 story really begins with the replacement step because apparently no provisions were made for disposition of the original Panel 14. The original Panel #14, although removed from the display, remained intact and still carried the engraved names of 432 KIA Marines. To date, none of the parties involved in the Panel #14 replacement step can explain what transpired with the original piece after it was removed from the Memorial site. Apparently, neither the manufacturer, their contractor(s) nor the military had a plan or instructions for disposition of the original Panel #14

What we do know is that a granite memorial stone, later determined to be the original Panel # 14, was found over two years later in Ramona, California, some 70 miles away from the Camp Pendleton memorial. The Ramona Memorial stone was discovered lying flat on a trailer, apparently abandoned, in an outdoor equipment storage. Further, the Memorial had suffered serious physical damage/defacement, probably from a grinder.

September 2020 – Discovery of Panel 14

The first time I saw Panel 14 it was resting on a trailer that was parked in an equipment storage yard in Ramona, California. It appeared to be just a gray slab lying flat at eye level. It was obviously a big block with square corners, maybe a foot thick by about six feet long, lying flat on the trailer with another smaller black block lying on top of it. From the side you could not really determine what it was. Only the matte edges of the gray block were visible but on the black piece some brightly colored insignias stood out. The blocks on the trailer had obviously been there for a while as evidenced by a layer of dirt and debris while some boxes and lumber piled on top of the blocks added to the disguise. The insignia caught my eye but I could not identify it. Perhaps military, perhaps a clue to something? Curiosity got the best of me so I climbed up onto the trailer, (someone else's property) to get a better look at these mysterious pieces. What I saw was a shock. Hard to explain but I somehow felt strangely embarrassed to have stumbled into someone's funeral or private gravesite. I felt that I had invaded someone's privacy, it was not was not proper to see this – nor should anyone else stumble into this. What I saw was a huge block of polished granite engraved with hundreds of names. The block was a 6' x 6' square slab of polished granite and it

was clearly a Memorial Stone. The engraved names were arranged in three columns. Before each name was a military rank consistent with what I recognized as US Marine Corps rank structure. Beside each name was a calendar date with names and dates were arranged chronologically from 2-7-1968 at the upper left of the panel to 3-6-1969 at the bottom right. I was hit by the realization that this was a Memorial to Vietnam KIAs. And here I am inspecting it with the soles of my shoes! Get your feet off of it. Now! A better look at the colorful insignia confirmed it was from the Second Battalion 4th Marines, The Magnificent Bastards. Punch in the gut! I am looking at and standing on KIA Memorial Stone made to honor US Marines who made the ultimate sacrifice in Vietnam! Adding Injury to Insult. Several areas on the Panel showed the marks from where a grinding tool had been applied to it. The grinder damage was severe to the extent that the names of some twenty Marines had been completely obliterated.

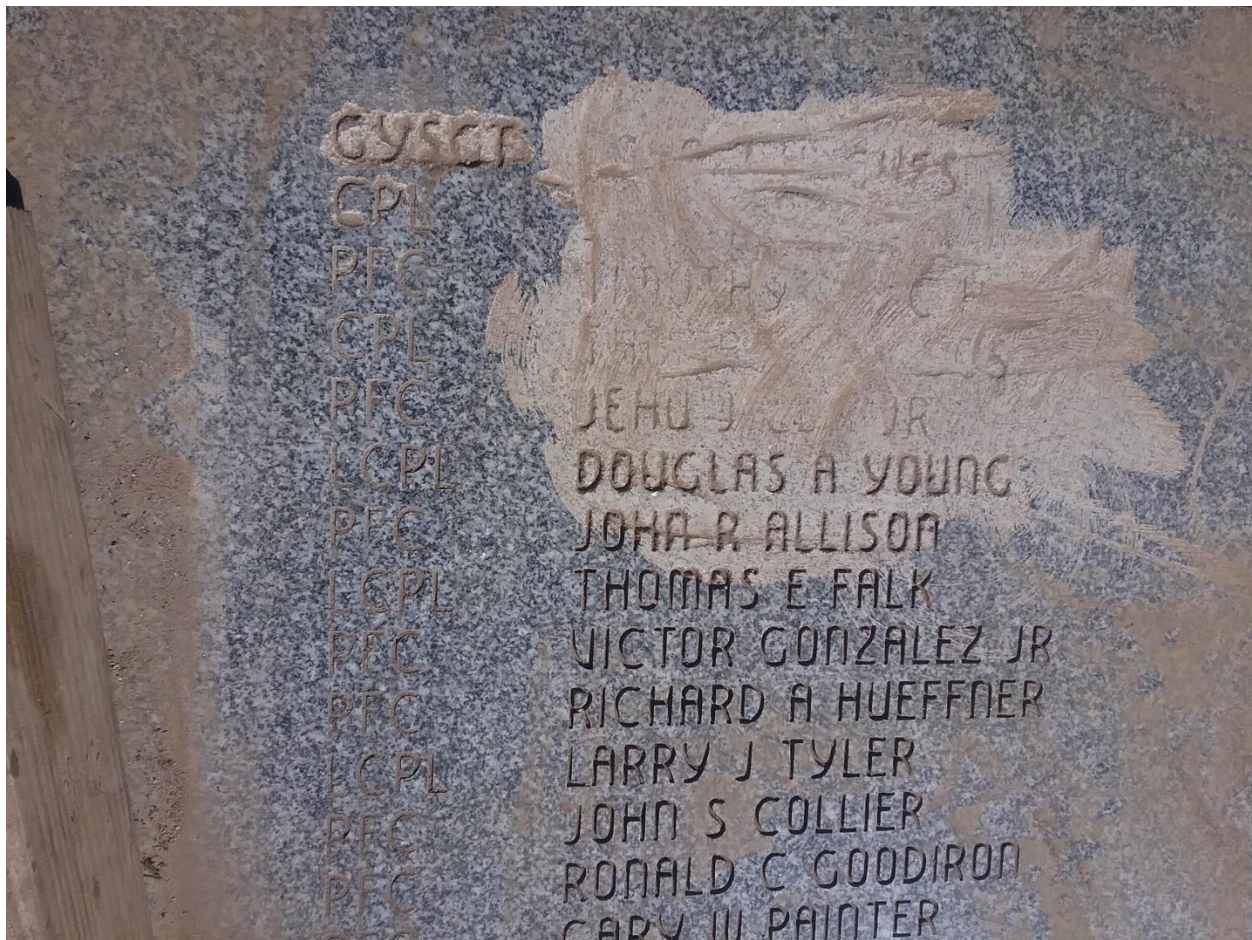
I knew this situation was wrong. Anyone having a reasonable level of awareness would know that this was wrong. What is this Memorial doing on a trailer in Ramona? Why is this Memorial here in such a state of disrespect? What? Who? Why? Many questions so I started to ask around. Regulars in the equipment yard estimated that the trailer had been parked in the same spot for a year or two and the block had been on top of it from the start. A local search led me to the trailer's owner, a Ramona businessman. He explained that the granite slab was incidental cargo that happened to be strapped to the flatbed trailer that he had purchased from a party in Oceanside in 2019. The new owner expressed to me that he recognized the significance of the Memorial Stone and was surprised and concerned at its current state of affairs. He readily agreed when I volunteered to Investigate the Stone.



(as I found it in 2020)



Damage from grinder?



Recovery of Panel 14?

After determining that something ought to be done about Panel 14, I began looking for help with the notion that some mistake had occurred and that some governmental/military authority would step in to take responsibility. A thorough description of the many and varied approaches to recovery of Panel 14 will only frustrate the reader I will just say that many attempts to generate interest and support for restoring Panel 14 to a place of respect went nowhere. Finally, I decided that if no one else was interested, then it would be my mission to see panel 14 gets back to place of dignity and respect.

Repairs

All credit to the Honor Life team in Vista California for repairing Panel 14. Their skill and perseverance and Patriotism were key to the restoration.



Attachment: A History of the Monument (2736 : Monument to the 3/5 and 2/4 Marines KIA During the Vietnam War)





Attachment: A History of the Monument (2736 : Monument to the 3/5 and 2/4 Marines KIA During the Vietnam War)



City of Laguna Hills

Parks & Recreation Commission

Staff Report

DATE: February 2, 2022
TO: Parks and Recreation Commission
FROM: Dan Meehan
Community Services Superintendent
ISSUE: Park Quality Control Program Update

RECOMMENDATION: That the Parks and Recreation Commission receive an update from Parks Supervisor Ryan Hanley.

SUMMARY:

A Park Quality Control Program was reinstated at the April 7, 2021 Parks and Recreation Commission meeting. At its October 6, 2021 meeting, the Parks and Recreation Commission requested quarterly updates regarding the parks throughout the City. Parks Supervisor Ryan Hanley will provide an update and be available to answer Commissioner questions at the February 2, 2022, meeting to begin his quarterly updates to the Commission for calendar year 2022.



City of Laguna Hills

Parks & Recreation Commission

Staff Report

DATE: February 2, 2022

TO: Parks and Recreation Commission

FROM: Dan Meehan
Community Services Superintendent

ISSUE: Development of Citywide Local Hazard Mitigation

RECOMMENDATION: That the Parks and Recreation Commission discuss the development of the City's Local Hazard Mitigation Plan and provide input on any hazards of concern in the community to be evaluated and mitigated.

SUMMARY:

The City is the recipient of a Grant for the preparation of the Local Hazard Mitigation Plan (LHMP). The purpose of a Local Hazard Mitigation Program is to engage the public, perform risk assessments and develop mitigation strategies to reduce the significant impact of natural disasters on the community. This planning effort is a prerequisite for accessing both Federal and State mitigation funding to address the impacts of disasters. There is, therefore, as the result of this program, the potential for great economic assistance should there be a significant local disaster. By participating in the LHMP development process, the Parks and Recreation Commission will consider the hazards in our community, the impact of those hazards on life and property, actions that need to be taken to reduce that impact, and the priority of these actions. The LHMP Planning Team will consider all input from the Commission and integrate it into the plan where appropriate.

BACKGROUND:

The Federal Emergency Management Agency (FEMA) states that disasters, which can cause loss of life, damage buildings and infrastructure, and have devastating consequences for a community's economic, social, and environmental well-being,

Development of Citywide Local Hazard Mitigation

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should be anticipated and addressed through hazard mitigation. Hazard mitigation is the effort to reduce loss of life and property by lessening the impact of disasters. Hazard mitigation has the potential to keep natural hazards from becoming natural disasters. Hazard mitigation is best accomplished when based on a comprehensive, long-term plan developed before a disaster strikes.

The City received grant funding from the California Governor's Office of Emergency Services for the preparation of a Local Hazard Mitigation Plan (LHMP) and has retained the services of De Novo Planning Group for assistance with the development of this plan. The LHMP presents a strategy for reducing the City's vulnerability to the impacts of natural hazard events such as earthquakes, flooding, and wildfire. The LHMP also provides a framework that guides our community in making decisions and developing policies to reduce or eliminate risk to life and property. The plan identifies the types of hazards that threaten our community, evaluates our vulnerability to those threats, and outlines a strategy to reduce or eliminate the risk posed by those threats, as well as to reduce the potential cycle of repeated destruction by natural hazard events.

Public participation in the process is important because it helps raise awareness of the hazards we face in Laguna Hills and the actions needed to mitigate those hazards. By participating in this process, the Parks and Recreation Commission will consider the hazards in our community, the impact of those hazards on life and property, actions that need to be taken to reduce that impact, and the priority of these actions. The LHMP Planning Team will consider all input from the Commission and integrate it into the plan where appropriate. Opportunities for the community to provide input, ask questions, and review/comment on draft documents will be provided throughout the planning process. A PowerPoint presentation will be provided to help guide this discussion.

FISCAL IMPACT:

The 2021-2022 Fiscal Year Budget for the development of the local hazard mitigation plan is \$40,000, consisting of a \$30,000 State/Federal grant and \$10,000 in City matching funds.



City of Laguna Hills

Parks & Recreation Commission

Staff Report

DATE: February 2, 2022
TO: Parks and Recreation Commission
FROM: Dan Meehan
Community Services Superintendent
ISSUE: 2021 Community Services Department Year End Report

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

SUMMARY:

Staff has completed a Year End Report for calendar year 2021. The purpose of the report is to highlight the impacts of the nearly two year-long pandemic on the Community Services Department by providing three years of comparative data on facility reservations, program registration, and costs associated with the maintenance of the Community Center building.

BACKGROUND:

Facility Maintenance and Repair

The Community Services Department manages the 18-acre Community Center and Sports Complex. The Community Center facility is maintained by Essex Property Management. In addition to general maintenance repair costs, routine services associated with the facility include the following:

- Indoor plant service
- Elevator service
- Pest control service
- Air conditioning service

2021 Community Services Department Year End Report

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- Plumbing and electrical service
- Fire alarm testing
- Security system

The Community Center facility maintenance costs for 2021 totaled \$48,839. The table below provides a comparison of the Maintenance and Repairs expenditures for the previous three years. The budget for FY 2020/21 was \$80,000.

Table 1: Maintenance and Repair Costs per Calendar Year

2019	2020	2021
\$82,567	\$45,502	\$49,839

Facility Reservations

Since its opening in 2002, the Laguna Hills Community Center and Sports Complex has served the community for numerous facility reservation needs, which include wedding receptions, memorials, business seminars, quinceaneras, and HOA meetings. The Sports Complex fields, picnic shelters and paleo themed playground are also busy throughout the year. The tables below present a comparison for facility and field rental revenue for 2019 through 2021, and show reduced rental revenue due to the closure of the facility and cancelled reservations during the pandemic as noted in Table 3.

Table 2: Reservation Revenue Comparison

Total Revenue	2019	2020	2021
	\$334,244	\$56,671	\$92,218

Table 3: Reservation Stats by Rental Category

		2019		2020 (Jan. 1 - Mar. 13)		2021 (Sep. 1 - Dec. 31)	
		Number of Reservations	Percentage of Reservations	Number of Reservations	Percentage of Reservations	Number of Reservations	Percentage of Reservations
		76	19%	19	23%	10	10%
Resident	Non-Profit						

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Resident Private	189	48%	28	33%	48	48%
Non-Resident Non-Profit	28	7%	8	10%	7	7%
Non-Resident Private	54	14%	18	21%	29	29%
Commercial	49	12%	11	13%	5	5%
Totals	396		84		99	

Program Registration

The City offered approximately 370 recreation classes during 2019. In addition, the senior fitness and cultural arts programming, offered at the Laguna Hills Community Center, is managed by the Emeritus program at Saddleback College, and had 3,864 participants in 2019. The Emeritus Program suspended all classes in April of 2020, and is scheduled to return in late February of 2022. Community Services offered classes and programs were very limited in 2020 and 2021. For a means of comparison, enrollment and revenue totals for 2019 through 2021 are provided in the Tables below. These tables demonstrate a significant reduction in participation and revenues during the last two years.

Table 3: Program Registration Revenue

2019	2020	2021
\$82,567	\$53,942	\$86,703

Table 5: Resident vs. Non-Resident Participation

	2019	2020	2021
Resident	2608	503	548
Non-Resident	1516	342	256
Total	4688	845	804