
**PARKS AND
RECREATION
COMMISSION**



**FEBRUARY 01, 2012
7:00 PM**

AGENDA

Mark Jones – Vice Chair

Daniel Cooper – Commissioner

Farid Tabrizy - Commissioner

Jeffrey McConnell – Commissioner

Jack Noenickx – Commissioner

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

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

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

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

ROLL CALL OF CITY COUNCIL 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.

1.1 PARKS AND RECREATION COMMISSION REORGANIZATION

REMARKS BY OUTGOING CHAIR

ELECTION OF CHAIR

RECOMMENDATION: THAT THE PARKS AND RECREATION COMMISSION NOMINATE AND ELECT A CHAIR.

1.2 ELECTION OF VICE CHAIR

RECOMMENDATION: THAT THE PARKS AND RECREATION COMMISSION NOMINATE AND ELECT A VICE CHAIR.

2. MINUTES

2.1 APPROVAL OF MINUTES OF REGULAR MEETING, DECEMBER 7, 2011

RECOMMENDATION: THAT THE PARKS AND RECREATION APPROVE THE MINUTES OF THE DECEMBER 7, 2011, REGULAR MEETING.

3. PRESENTATIONS

3.1 STOCKPORT PARK PLAYGROUND AND SLOPE RENOVATION, CIP NO. 239B

RECOMMENDATION: THAT THE PARKS AND RECREATION COMMISSION REVIEW AND RECOMMEND TO THE CITY COUNCIL THE APPROVAL OF THE STOCKPORT PARK PLAYGROUND AND SLOPE RENOVATION IMPROVEMENT PLANS, CIP NO. 239B.

4. ADMINISTRATIVE REPORTS

4.1 2012 LAGUNA HILLS HALF MARATHON, 10K & 5K EVENT

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

4.2 2011 COMMUNITY SERVICES YEAR END REPORT

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

4.3 COMMUNITY BULLETIN BOARD AT COMMUNITY CENTER

RECOMMENDATION: THAT THE PARKS AND RECREATION COMMISSION PROVIDE FEEDBACK TO STAFF ON THE ENACTMENT OF A COMMUNITY BULLETIN BOARD AT THE COMMUNITY CENTER AND THE COST TO PURCHASE AN ADDITIONAL BOARD.

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

The next Regular Meeting of the Parks and Recreation Commission will be April 04, 2012, 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 La Paz Center by January 27, 2012, at 5:00PM.



DAVID T. REYNOLDS
DEPUTY CITY MANAGER

January 27, 2012
DATE

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

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

CITY OF LAGUNA HILLS, CALIFORNIA
Parks and Recreation Commission
MINUTES
DECEMBER 7, 2011

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Vice Chair Jones.

ROLL CALL OF COMMISSION MEMBERS:

Present: Vice Chair Mark Jones, Commissioner Daniel Cooper, Commissioner Jeffrey McConnell, Jack Noenickx, Commissioner Farid Tabrizy

Absent: None

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

1. PUBLIC COMMENTS

2. MINUTES

2.1 REGULAR MEETING, OCTOBER 5, 2011

MOTION TO APPROVE THE MINUTES OF THE OCTOBER 5, 2011, REGULAR MEETING, BY COMMISSIONER JACK NOENICKX S/COMMISSIONER DAN COOPER.

APPROVED BY A VOTE OF 4-0.

3. PRESENTATIONS

4. ADMINISTRATIVE REPORTS

4.1 VOLUNTEER CONNECTION DAY 2012 PROPOSED CHANGES

Superintendent Meehan summarized some of the proposed ideas and requested feedback from the Commission on Volunteer Connection Day.

Commissioner Noenickx stated he did not feel spending \$1200 on the "Wyland Clean Water Mobile Learning Center" item would be a worthwhile endeavor and felt that would be something they could recommend to the County for "Intercoastal Watershed Day" in September. Commissioner Noenickx felt that Volunteer Connection Day is a day to get people out to volunteer and should not cost the City anything.

Vice Chair Jones suggested working with the PTA's at the local schools to attract more participants at this year's event. Vice Chair Jones and Commissioner Cooper suggested checking with the local schools regarding their vacation schedules. Vice Chair Jones suggested running an ad in the "Stage Coach" magazine. The Commission welcomed the idea of the educational expo. It was the consensus of the Commission to leave the name unchanged.

MOTION THAT STAFF LEAVE NAME UNCHANGED, INVOLVE ELEMENTARY SCHOOLS, WORK ON THE EDUCATIONAL EXPO, AND BE MORE DESCRIPTIVE ON THE PROJECTS AND LOCATIONS BY COMMISSIONER JACK NOENICKX S/COMMISSIONER DAN COOPER.

4.2 COMMUNITY SERVICES RECREATION ACTIVITIES EVALUATION PROJECT

Commissioner Cooper and Commissioner Jones liked the idea of holding an "Open House" to the public along with staff's suggestion of using Survey Monkey to conduct an on-line survey. It was the consensus of the Commission to advertise the "Open House" event and the on-line survey link in the next addition of City Views.

**MOTION TO EMAIL BLAST WITH LINK TO SURVEY MONKEY, ADVERTISE IN CITY VIEWS, AND CONDUCT OPEN HOUSE, BY VICE CHAIR JONES S/COMMISSIONER JACK NOENICKX.
APPROVED BY A VOTE OF 4-0.**

5. INFORMATIONAL ITEMS

5.1 PARK QUALITY CONTROL PROGRAM ANNUAL REPORT

**MOTION TO RECEIVE AND FILE THE REPORT, BY COMMISSIONER JACK NOENICKX S/COMMISSIONER DANIEL COOPER.
APPROVED BY A VOTE OF 4-0.**

6. COMMISSIONER COMMENTS

Commissioner Noenickx welcomed Commissioner Farid Tabrizy.

Commissioner Cooper asked staff if there was any follow-up to the dogs off leash issue at Mandeville Park or the athletic group and parking issue at Veeh Ranch. Deputy City Manager Reynolds indicated that staff would be bringing a staff report back to the Commission regarding a Municipal Code update for athletic group usage at local parks and that the Mandeville Park issue had been delegated to the Orange County Sheriff's Department and had not received further complaints regarding the issue.

7. ADJOURNMENT

DAVID T. REYNOLDS
DEPUTY CITY MANAGER

ATTEST:

MARK JONES, VICE CHAIR

APPROVED AT MEETING OF FEBRUARY 1, 2012

**CITY OF LAGUNA HILLS
PARKS AND RECREATION COMMISSION
AGENDA REPORT
PUBLIC SERVICES DEPARTMENT**

**ISSUE: STOCKPORT PARK PLAYGROUND AND SLOPE RENOVATION,
CIP NO. 239B**

SUMMARY:

The Stockport Park playground is scheduled for renovation this fiscal year to replace the wood fiber surface with resilient rubber surfacing, update the play equipment, and enhance the sand play feature. In addition, the easterly slope of the park is in need of landscaping improvements which will be addressed in the project as a bid alternate to verify the work will fit within the budget. The Design Landscape Architect, Richard Fisher, will present the proposed project to the Parks and Recreation Commission for comments and approval of the design concept.

BACKGROUND:

The City has a program to update and renovate its park improvements on a cyclic basis and Stockport Park is scheduled for this work in the current fiscal year. Please see the attached vicinity map. The scope of this work in Stockport Park is focused upon replacing the playground surfacing, updating the play equipment, and improving the sand feature. In addition, the landscaping on the easterly slope of the park is in need of a new irrigation system and landscaping. The Design Landscape Architect, Richard Fisher, will present the proposed project to the Parks and Recreation Commission for comments and approval of the design concept as is described below.

Playground Renovation

The Stockport Park playground equipment has been evaluated for its condition by the manufacturer's representative and the major components were found to be in a good and serviceable condition. The most heavily used parts, the ladders, handrails and play panels, have been well worn from use, as would be expected, and are due for replacement. In addition, the track slide feature is proposed to be replaced with another play feature that is accessible to all playground users. The entire play surfacing,

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REVIEW AND RECOMMEND TO THE CITY COUNCIL THE APPROVAL OF THE
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primarily composed of wood chips, will be replaced and the sand feature enhanced. The following specific playground improvements are proposed.

- The 1,886 square foot playground area for 2 -5 year-olds is composed of a wood chip surface with a 108 square foot, L-shaped boxed in sand play area within the play area. All of the play space will be upgraded to new resilient rubber surfacing as is currently offered throughout the other City's park playgrounds. The sand play area will be re-designed and upgraded to feature a new 200-square-foot play area, separated from the new resilient surfacing of the remaining playground by a 4-foot-wide sidewalk along with a 16-foot-long seat wall. This new seat wall will offer immediately-adjacent seating for adult supervision of sand play activities. The new sand play feature, unique to only this park within the city-wide park system with the addition of dual elevated-sand tables, will provide an improved full accessibility opportunity for children. Please see the attached graphic of the proposed sand feature.
- The 4,195 square foot playground for 5 - 12 year olds is currently all wood chip surfacing. All of the play surfacing will be renovated to feature new resilient surfacing throughout the playground.
- All play equipment, at both age levels, will remain in the current locations. One exception to the 5 -12 year olds play equipment will be the removal of the track ride play feature which will be replaced with an S-shaped beam that curves from left to right, helping kids develop balance and depth perception while stepping between multi-level discs. Please see attached graphic of the new play feature.
- All play equipment, for both age groups, will receive new replacement activity panels, safety barrier and railing panels, ladders, fire poles, trapeze and chinning bars, handholds, and rotating hardware.

Slope Renovation

The Stockport Park slope renovation is focused on the aesthetic upgrading of the easterly down-slope separating the multi-family residential homes from the park areas. The landscaping on this slope has not established sufficiently to provide full coverage of the ground surface and is in need of new landscaping and an irrigation system. The slope is apparently used by some children as a play feature as there are paths cut through the slope which inhibits landscape growth. Full landscape cover of the slope is important for long-term slope maintenance. This playground-adjacent 2:1 slope will receive new landscape planting of shrubs, groundcover, and trees, a new supporting irrigation system, and a new decorative barrier fence running along the toe of the slope from the Wilkes Place end of the slope to 130-feet beyond the playground. In anticipation that some of the mature trees will, in the future, need to be removed, the new tree plantings will assure good long-term tree coverage on the slope.

Area residents have been informed of this project through written notification advising of this Parks and Recreation Commission meeting. This project is anticipated to be ready to begin construction in late spring 2012. The Parks and Recreation Commission is requested to review the Stockport Park playground and slope renovation project, provide comments to the designer, and recommend approval of the improvement concept plan.

FISCAL IMPACT:

The renovation of the Stockport Park playground is included in the current fiscal year budget in the amount of \$200,000. The slope renovation work may or may not fit within that budget subject to the bid results.

RECOMMENDATION: THAT THE PARKS AND RECREATION COMMISSION REVIEW AND RECOMMEND TO THE CITY COUNCIL THE APPROVAL OF THE STOCKPORT PARK PLAYGROUND AND SLOPE RENOVATION IMPROVEMENT PLANS, CIP NO. 239B.

ATTACHMENTS:

- Vicinity Map
- Step and Balance Play Feature
- Sand Feature



City of Laguna Hills

STOCKPORT PARK

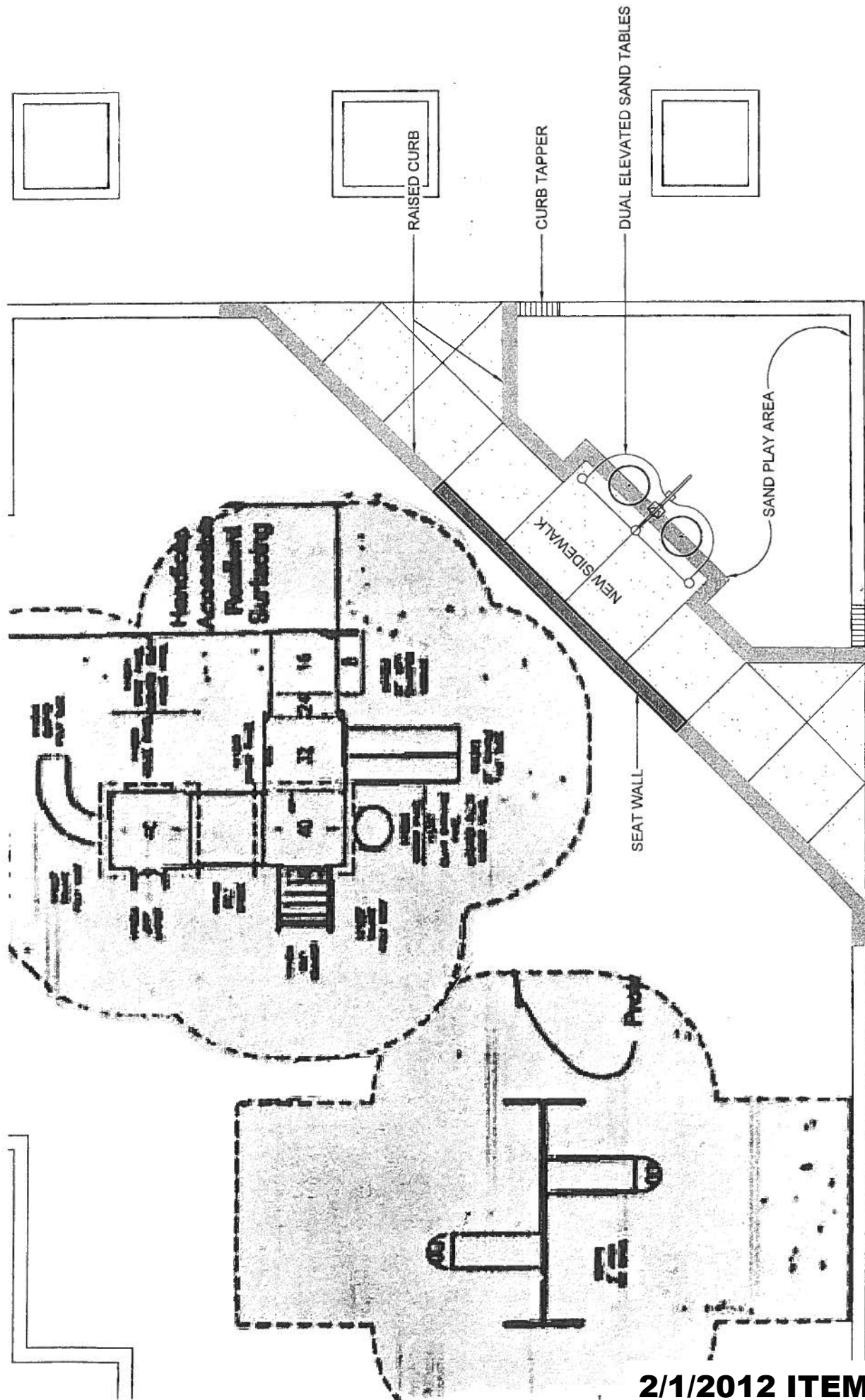


80 0 80 Feet

Date Created: 1/24/2012



2/1/2012 ITEM NO. 3.1



SAND PLAY FEATURE LOCATION IN "2 TO 5 YEAR OLD" PLAYGROUND AREA

CITY OF LAGUNA HILLS

PARKS AND RECREATION COMMISSION AGENDA REPORT COMMUNITY SERVICES DEPARTMENT

ISSUE: 2012 LAGUNA HILLS HALF MARATHON, 10K & 5K EVENT

SUMMARY:

The City of Laguna Hills Half Marathon, 10K and 5K is scheduled for Monday, May 28, 2012. Registration is open, and there are currently more than seventy runners registered. A Community Services Department work program for FY 2011/12 is to "Implement a 10K race as part of the City's Half Marathon Memorial Day Event." The 10K has been added to the 2012 event, and will utilize a portion of the half marathon course. Each race course map is attached to this report. Per City Council direction, the name of the event has been changed to the "City of Laguna Hills Memorial Day Half Marathon, 10K, and 5K, Honoring the United States Marine Corps Dark Horse Battalion." Additionally, the City 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.

BACKGROUND:

The City of Laguna Hills Memorial Day Half Marathon, 10K and 5K is scheduled for Monday, May 28, 2012. At its meeting of November 8, 2011, the City Council directed staff to change the name of the event to the "City of Laguna Hills Memorial Day Half Marathon, 10K and 5K, Honoring the United States Marine Corps Dark Horse Battalion." A new 10K run has also been added to the event for 2012 as part of a work program of the CS Department. The new 10K course map is attached to this report, and it will utilize a portion of the existing half marathon course.

As the Parks and Recreation Commission will recall for the 2011 event, a custom question was added to the online registration and hard copy form which allowed race participants to donate \$5 to the 3/5 Battalion. A total of \$1,405 in proceeds were provided to the 3/5 Marine Support Committee to benefit the 3/5 Battalion at the conclusion of the event. This process has changed for the 2012 event. Rather than requesting a donation during the registration process a pledge formula was established

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

by City Council direction, whereby, the City intends to donate \$3 from each 5K, 10K, and half marathon registration to the 3/5 Marine Support Committee at the conclusion of the event.

Another charity benefactor of the race event for 2012 is South County Outreach. The City of Laguna Hills will again work with South County Outreach to promote a Food Drive over the Memorial Day Weekend. In addition, the beer garden ticket sale proceeds will again be donated to South County Outreach. In 2011, 115 pounds of food were donated and \$850 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 28. Another collection station will be located at Road Runner Sports in Laguna Hills during pre-race packet pick up on both Saturday, May 26 and Sunday May 27 from noon – 4:00 p.m.

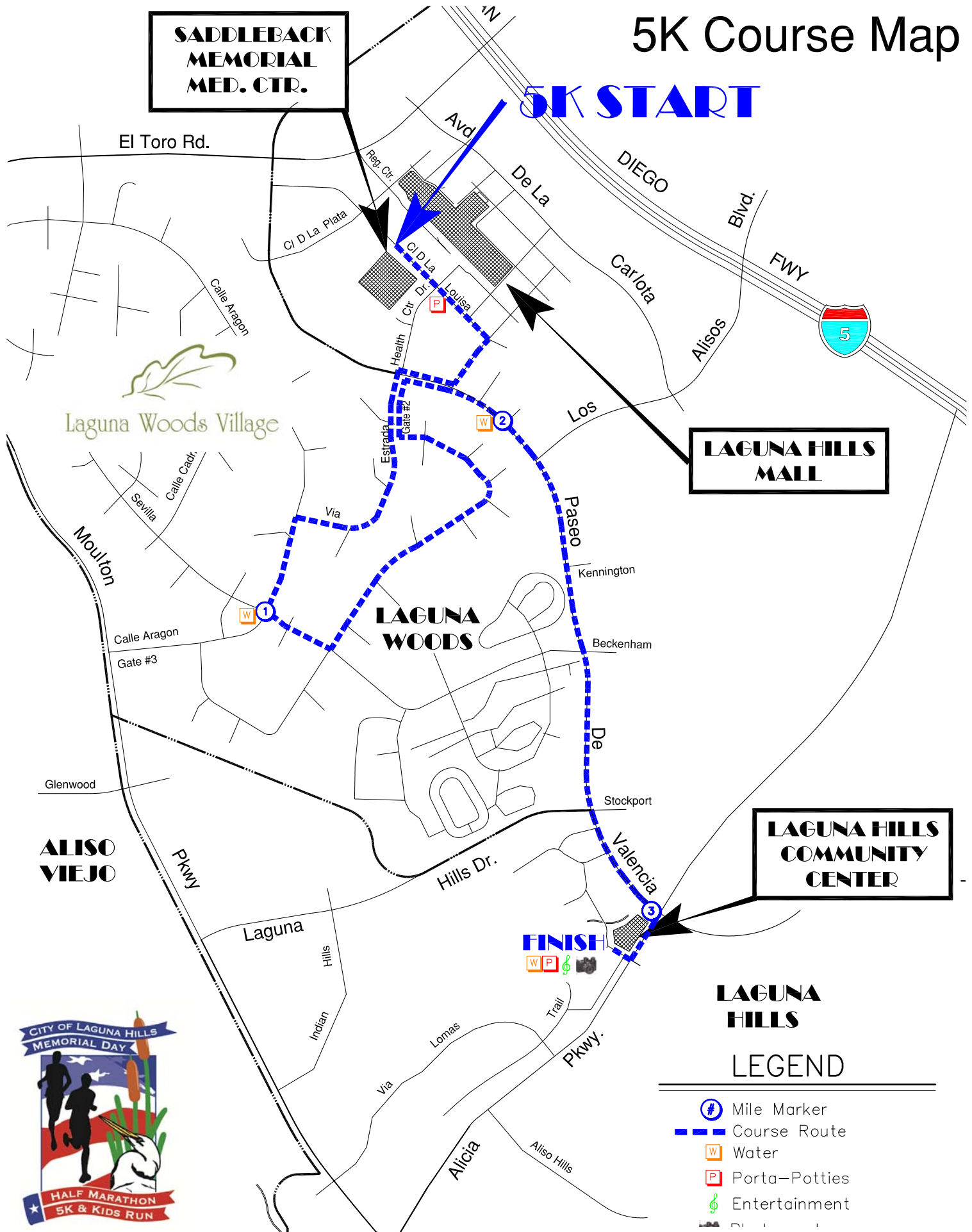
Staff will provide the Commission with a synopsis of the event including the results of the charity outreach activity when the post event report is brought to the Commission at its August 2012 meeting.

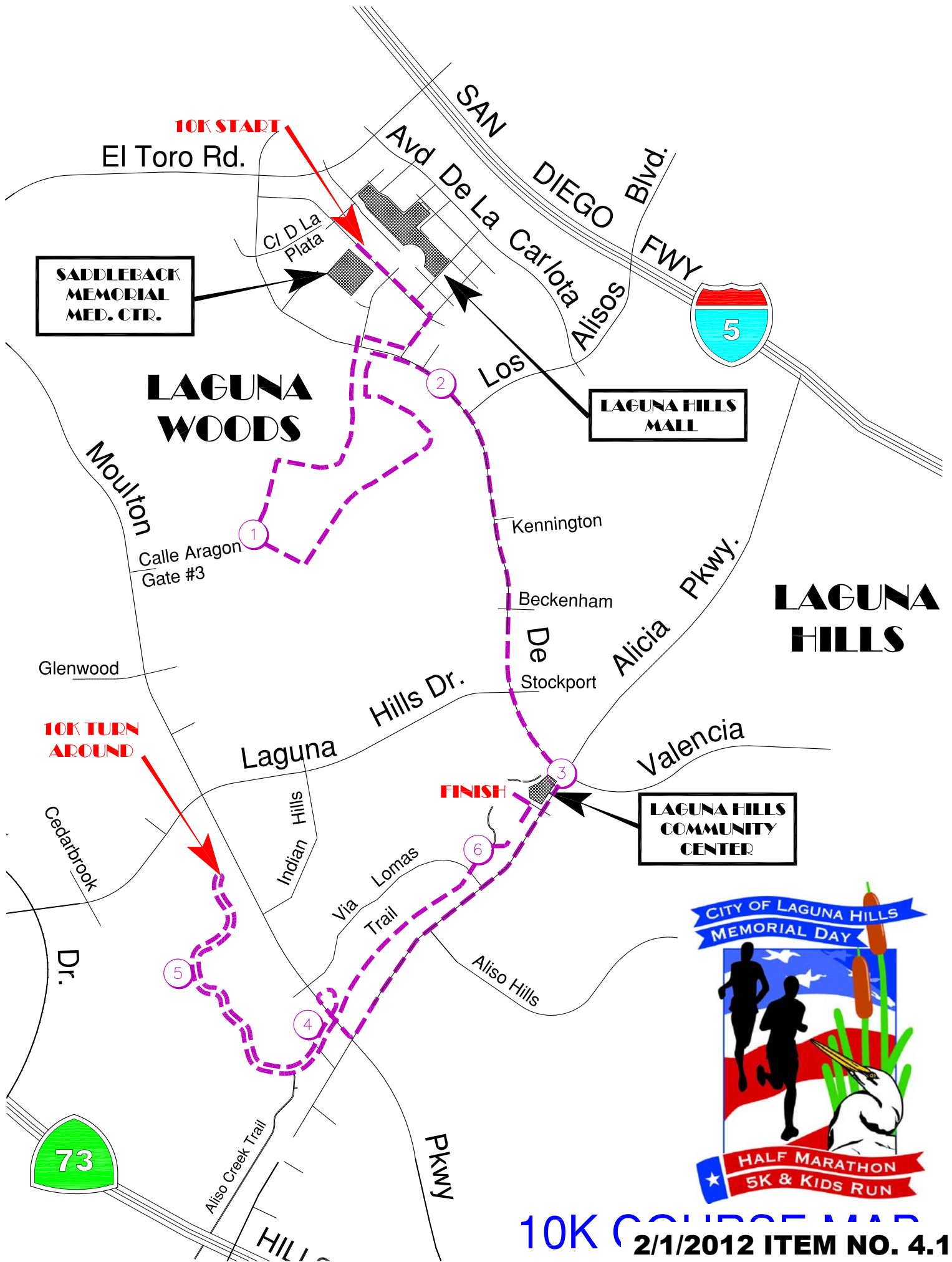
**RECOMMENDATION: THAT THE PARKS AND RECREATION COMMISSION
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ATTACHMENTS

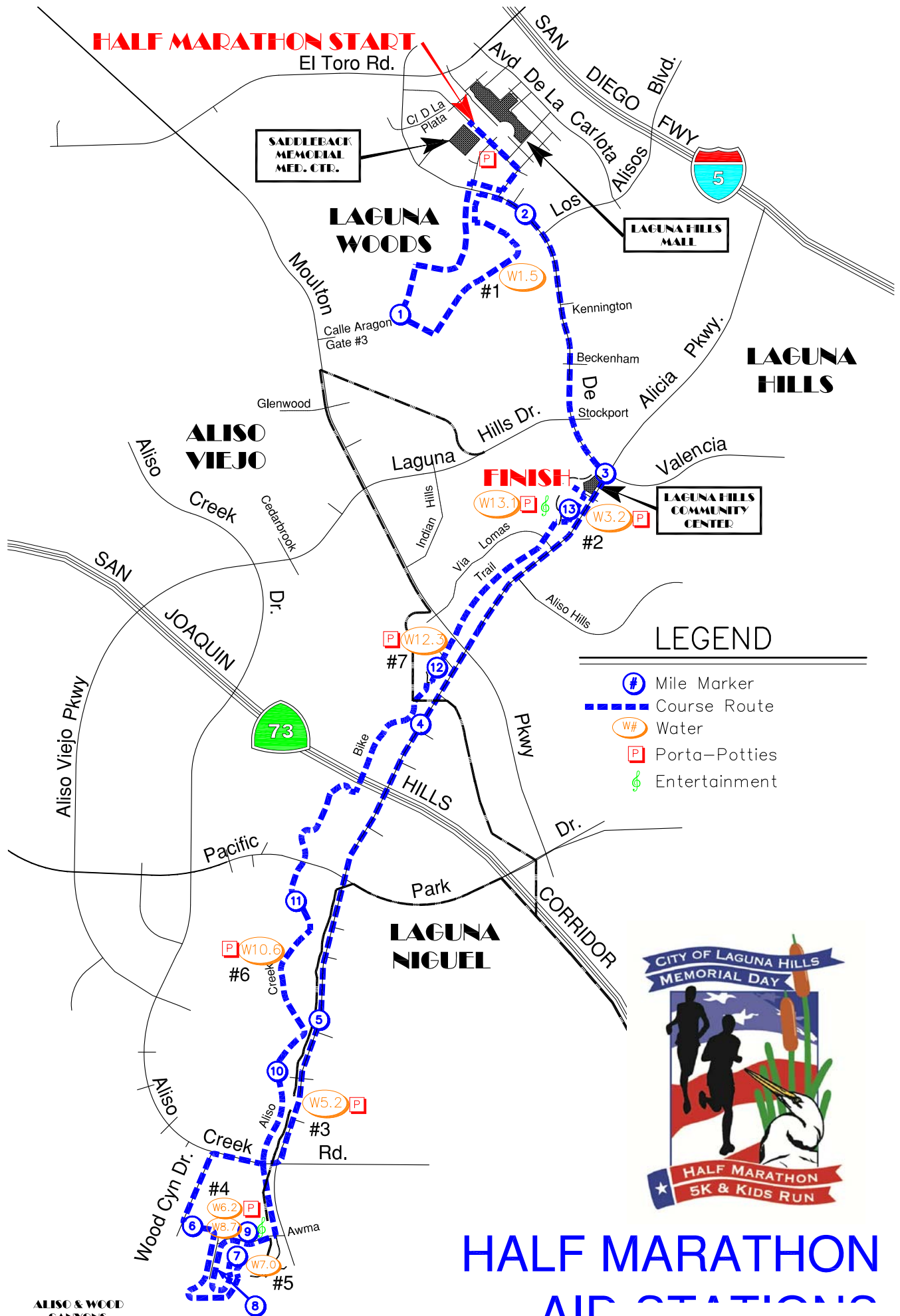
- Attachment 1 – Course Maps

5K Course Map





10K GOLD MEDAL RACE
2/1/2012 ITEM NO. 4.1



HALF MARATHON

AIC STATIONS

2/1/2012 ITEM NO. 4.1

CITY OF LAGUNA HILLS

PARKS AND RECREATION COMMISSION AGENDA REPORT COMMUNITY SERVICES DEPARTMENT

ISSUE: 2011 COMMUNITY SERVICES YEAR END REPORT

SUMMARY:

Staff has completed a Year End Report for calendar year 2011. The purpose of the report is to highlight the major accomplishments of the past year, along with providing information on facility reservations, program registration, and costs associated with the maintenance of the Community Center building.

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

- Attachment – 2011 Community Services Year End Report

The Attachments referenced in
the Agenda Report:

2011 Community Services Year End
Report

Is available for review in the
Community Services Department.

CITY OF LAGUNA HILLS
PARKS AND RECREATION COMMISSION
AGENDA REPORT
COMMUNITY SERVICES DEPARTMENT

ISSUE: COMMUNITY BULLETIN BOARD AT COMMUNITY CENTER

SUMMARY:

The establishment of a "Community Bulletin Board" at the Community Center is of interest to the City Council. This board could be used for posting notices of community interest that are not City event or activity related. Currently the City will only allow City or City co-sponsored event information, services, or activities to be displayed at the Community Center. Staff is requesting the Commission's feedback on the installation of a Community Bulletin Board and if the Commission is in favor of recommending to the City Council such an installation.

BACKGROUND:

The City Council has an interest in the possible installation of a "Community Bulletin Board" at the Laguna Hills Community Center to accommodate the requests made by individuals and groups to post announcements of community interest. The current practice of the Community Center is to only display information about City or City co-sponsored activities, services, or events. Staff is aware of a government's ability to regulate constitutionally protected speech and the restrictions placed on a government on controlling the content of postings and who can post once a public forum is established. This is why the City follows its current practice.

However, by establishing a policy and guidelines for notice posting unto a City "Community Bulletin Board," the City could define what type of notices that could be displayed. For example, the board may be restricted only for the display of notices advertising educational, social, civic, charitable, cultural, and recreational activities. Personal, commercial, and political endorsements, for example, could be restricted from posting in the written policy.

The O.C. Technology Branch Library located within the Community Center currently allows flyers to be displayed on its counter space dependent on its posting policies and

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PROVIDE FEEDBACK TO STAFF ON THE ENACTMENT OF A COMMUNITY
BULLETIN BOARD AT THE COMMUNITY CENTER AND THE COST TO PURCHASE
AN ADDITIONAL BOARD.**

guidelines. Materials, per the Library's policy, that are about local interests and community organizations are allowed to be displayed.

If the direction from the City Council is to enact a "Community Bulletin Board" at the Community Center, staff suggests a board that is enclosed in glass to ensure that the board is appropriately administered per posting guidelines. The cost of a bulletin board (4' tall and 6' wide) is \$3,000. A glass encased bulletin board, affixed to the wall in the Community Center front counter lobby area, is currently used by the City Clerk's department to post City Council and Commission agendas and City public notices. The dimensions of this board are 4' tall and 6' wide. An option in the establishment of a "Community Bulletin Board" is to use half of this board for this purpose and determine if there is a need to purchase an additional posting board depending on use. However, staff anticipates that the volume of posting requests may require the installation of a separate board.

Attached to this staff report is an image that provides the locations of the existing City Clerk's posting board and the proposed location of a new "Community Bulletin Board."

Staff is requesting the Commission's feedback on the installation of a Community Bulletin Board. Specifically, staff is interested in the Commission's opinion on recommending the enactment of a "Community Bulletin Board" at the Community Center to the City Council. Also, staff is requesting the Commission's opinions on the cost to install a board for such a purpose. Although the cost of a new board has not been formally included in the City's budget, the cost could be absorbed into the Community Services' operating budget.

RECOMMENDATION: THAT THE PARKS AND RECREATION COMMISSION PROVIDE FEEDBACK TO STAFF ON THE ENACTMENT OF A COMMUNITY BULLETIN BOARD AT THE COMMUNITY CENTER AND THE COST TO PURCHASE AN ADDITIONAL BOARD.

ATTACHMENTS:

1. Image of Bulletin Board Locations



