



Chris Bieber
Chair

Marc Trocchio
Vice Chair

Sanjay Mathur
Commissioner

Patricia Thee
Commissioner

Michael Zozaya
Commissioner

City of Laguna Hills Parks & Recreation Commission

**Regular Meeting Agenda
Wednesday, August 7, 2024 - 7:00 PM**

**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 twelve 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 twelve minutes for any one subject, and a total time limit of thirty minutes. Clarification questions from the Commission will not count against time limits. Speaker's responses are limited to one minute.

2. Minutes Approval

2.1 Approval of Minutes for June 5, 2024, Regular Meeting

Recommendation: That the Parks and Recreation Commission approve the minutes for the June 5, 2024, regular meeting.

3. Presentations

4. Administrative Reports

4.1 2024 City of Laguna Hills Memorial Day Half Marathon, 5K, and 10K Honoring the USMC Dark Horse Battalion - Post Event Report

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

4.2 2024 4th of July Celebration Post Event Report

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

5. Informational Items

5.1 2024 Summer Event Update

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

6. Commissioner Comments

Adjournment

The next Regular Meeting of the Parks & Recreation Commission will be October

2, 2024, 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 August 2, 2024, at 5:00 p.m.



David T. Reynolds, Deputy City Manager

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
Parks & Recreation Commission
Regular Meeting
Minutes
Wednesday, June 5, 2024**

Call to Order

The meeting was called to order at 7:03 PM by Commissioner Zozaya.

Pledge of Allegiance

Roll Call of Commissioner Members

Present:

Commissioner Sanjay Mathur
Commissioner Michael Zozaya
Commissioner Patricia Thee

Absent:

Chair Chris Bieber
Vice Chair Marc Trocchio

1. Public Comments

2. Minutes Approval

2.1 Approval of Minutes for the April 3, 2024 Regular Meeting

Recommendation: That the Parks and Recreation Commission approve the minutes for the April 3, 2024, regular meeting.

A motion to was moved by Commissioner Mathur, seconded by Commissioner Thee.

Result:

Yes 3, No 0, Abstained 0

Ayes: Commissioner Mathur, Commissioner Thee, Commissioner Zozaya
Nays: None
Abstain: None

3. Presentations

4. Administrative Reports

4.1 Update on CIP 241, General Park Improvements

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

Deputy City Manager/Community Services Director Reynolds provided a report.

A motion to Approve was moved by Commissioner Thee, seconded by Commissioner Mathur.

Result:

Yes 3, No 0, Abstained 0

Ayes: Commissioner Mathur, Commissioner Thee, Commissioner Zozaya

Nays: None

Abstain: None

4.2 Park Quality Program Update

Recommendation: That the Parks and Recreation Commission receive an update on the Park Quality Control Program

Parks Supervisor Hanley provided a report and answered Commissioner questions.

A motion to Receive and File was moved by Commissioner Thee, seconded by Commissioner Mathur.

Result:

Yes 3, No 0, Abstained 0

Ayes: Commissioner Mathur, Commissioner Thee, Commissioner Zozaya

Nays: None

Abstain: None

4.3 2024 Memorial Day Race Verbal Report

Recommendation: That the Parks and Recreation Commission receive a verbal report recapping the Memorial Day Half Marathon, 5K, and 10K Honoring the USMC Dark Horse Battalion Race Event held on May 27, 2024.

Community Services Manager Gannon provided a report.

A motion to Receive and File was moved by Commissioner Mathur, seconded by Commissioner Thee.

Result:

Yes 3, No 0, Abstained 0

Ayes: Commissioner Mathur, Commissioner Thee, Commissioner Zozaya
Nays: None
Abstain: None

4.4 Adult Sports Leagues Update

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

Recreation Coordinator Aguera provided a report.

A motion to Receive and File was moved by Commissioner Thee, seconded by Commissioner Mathur.

Result:

Yes 3, No 0, Abstained 0

Ayes: Commissioner Mathur, Commissioner Thee, Commissioner Zozaya
Nays: None
Abstain: None

4.5 2024 Fourth of July Celebration Pre-Event Report

Recommendation: That the Parks and Recreation Commission (Recommendation)

Community Services Manager Gannon provided a report.

A motion to Receive and File was moved by Commissioner Thee, seconded by Commissioner Mathur.

Result:

Yes 3, No 0, Abstained 0

Ayes: Commissioner Mathur, Commissioner Thee, Commissioner
Zozaya

Nays: None

Abstain: None

5. Informational Items

5.1 Schedule of Upcoming Events - 2024 Events/Activities Calendar

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

Community Services Manager Gannon provided a report.

A motion to Receive and File was moved by Commissioner Mathur, seconded by Commissioner Thee.

Result:

Yes 3, No 0, Abstained 0

Ayes: Commissioner Mathur, Commissioner Thee, Commissioner
Zozaya

Nays: None

Abstain: None

6. Commissioner Comments

The Commission expressed their appreciation for the lineup of events that the City will be hosting this summer.

7. Adjournment

The next Regular Meeting of the Parks & Recreation Commission will be at 7:00 p.m. in the City Council Chamber on August 7th, 2024, located at 24035 El Toro Road, Laguna Hills California.

There being no further business before the Parks and Recreation Commission at this session, Commissioner Zozaya declared the meeting adjourned at 7:48 p.m.

David Reynolds, Deputy City Manager

ATTEST:

Chris Bieber, Chair

Approved at meeting of August 7, 2024.



City of Laguna Hills Parks & Recreation Commission Staff Report

Date: August 7, 2024
To: Parks and Recreation Commission
From: Holland Gannon, Community Services Manager
Issue: 2024 City of Laguna Hills Memorial Day Half Marathon, 5K, and 10K Honoring the USMC Dark Horse Battalion - Post Event Report

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

Background:

The 25th annual City of Laguna Hills Memorial Day Half Marathon, 10K and 5K, honoring the USMC Dark Horse Battalion took place on Monday, May 27, 2024. Two thousand, eight hundred, and seventeen (2,817) individuals participated in the event, with 25 runners choosing to participate virtually. Table 1 below lists the top five cities with the most participants and Table 2 below provides the number of participants per race event.

Table 1: Registration totals by City

City	Total Registrations
Laguna Hills	194
Mission Viejo	194
Aliso Viejo	180
Irvine	146

Laguna Niguel	119
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Table 2: Participation Totals by Race Distance

Event Title	Total Registrations
5K	1150
10K	791
Half Marathon	712
Diaper Dash	57
Kids Run	82
Recon Challenge (Virtual Race)	25

The 2024 event saw changes to the race course, which were well-received. The new course took runners off of Alicia Parkway at Pacific Park Drive and routed them onto the Aliso Creek Riding and Hiking Trail.

The Laguna Hills High School (LHHS) PTSA was the nonprofit partner for the event for the beer garden and as such received \$500 in beer garden proceeds. As the nonprofit partner, the LHHS PTSA provided volunteers to assist at the community expo.

The 2024 community expo featured local businesses as well as Marines from the 3/5 Battalion and Team Darkhorse. The Grand Marshal of the event was Captain Michael Green (Ret). Also, the Diaper Dash and Kid's Run were popular events at the expo. Two (2) food vendors were at the expo, featuring acai bowls and tacos. Beer for the beer garden was purchased at a discount from GameCraft Brewing.

The City Council, at its October 24, 2023 meeting, directed Staff to prepare an authorizing resolution for community assistance funding in the amount of \$10,000 per year, removing the pledge formula based on number of race registrants for continued funding assistance to the 3rd Battalion, 5th Marines, 1st Division Support Committee ("Team Darkhorse"). The pledge formula was originally established by the City Council back in 2011.

Staff plans on presenting a recap video of the 2024 race event to the Commission on August 7, 2024.

Fiscal Impact:

A summary of the 2024 race event expenditures and revenue is provided in the table below. Net event revenues are \$14,758 which will decrease to \$4,758 upon the City Council's approval of community assistance funding resolution for Team Darkhorse in the amount of \$10,000.

Revenues for the race event were budgeted at \$175,000 (including \$5,000 in sponsorships) and expenses at \$200,000 in the City's biennial budget for the 2024 event.

Table 3: Race Revenues and Expenses

A) Event Revenue:		
Race Registrations	\$	210,703
Sponsors	\$	3,500
Total Revenue	\$	214,203
B) Event Direct Expenses:		
Advertising and Website	\$	6,845
Awards & Finisher Medals	\$	8,405
Beer Garden	\$	292
Electrical	\$	2,000
Event Management Services	\$	44,350
Event Supplies (Radios, Bibs, etc)	\$	3,210
LHHS PTSA	\$	500
Medical Support	\$	2,310
Permits	\$	686
Police Services	\$	31,046
Race Services (DJ, Pacing Team, Kids Run)	\$	7,468
Race Shirts	\$	18,925
Rentals (Expo, Portables, Jumpers, etc)	\$	25,047
Runner Insurance	\$	1,980
Security	\$	1,026
Shuttle buses & Parking Services	\$	5,085
Signage & Banners	\$	9,166
Timing Services	\$	1,375
Traffic Control	\$	19,432
Trucks & Storage	\$	2,474
Videography	\$	2,750
Water & Food Supplies	\$	5,073
Total Expenses	\$	199,445
C) Net Event Revenue	\$	14,758

Attachments:

None



City of Laguna Hills Parks & Recreation Commission Staff Report

Date: August 7, 2024
To: Parks and Recreation Commission
From: Holland Gannon, Community Services Manager
Issue: 2024 4th of July Celebration Post Event Report

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

Background:

The City of Laguna Hills hosted its annual 4th of July celebration at the Laguna Hills Sports Complex on Thursday, July 4, 2023. Staff estimates that it was one of the largest 4th of July Celebrations in the past several years. The event began at 4 pm and provided the following family-fun entertainment:

Event Schedule

4:00 PM – 8:50 PM	Activities, games, food, and vendor/information booths
4:00 PM – 6:00 PM	Music provided by sound equipment vendor functioning as DJ with recorded music. Band setup.
6:00 PM – 8:50 PM	Identity Theft: The Band live music
8:50 PM	Mayor's Welcome/Comments

9:00 PM National Anthem

9:05 PM – 9:28 PM Firework show

The elements for the event are further described below:

Activities/Games: Two (2) inflatable obstacle courses were rented this year, "Adrenaline Rush" and "360 Extreme Obstacle Course".

Two (2) carnival rides were rented for this year. The rides were "The Zipper" and "Gravitron".

City staff secured face painters for the event through OC Fun Events. Additionally, staff supplied a temporary tattoo station, crafts, and glow sticks.

Additionally, a Laguna Hills High School student, Ryah Stefani, sang the National Anthem.

Music: This year, staff arranged for Identity Theft: The Band to provide musical entertainment. The music was well-received by attendees and the band played from 6 pm to approximately 8:45 pm.

New this year was a mobile event stage that was set up on the soccer field. This allowed for more speakers and a better sound quality. The sound company hired for this event provided music to the audience from 4 pm – 6pm while Identity Theft: The Band set up their equipment on the stage.

Additional Entertainment: This year, historical actors Abraham and Mary Todd Lincoln as well as Ulysses Grant, James Madison, and Betsy Ross attended the event. The actors were very popular and families enjoyed taking pictures and interacting with them. The characters were stationed under the gazebo with the flag as their backdrop.

Food: Staff reached out to the non-profit groups that have previously sold food items at the event. Laguna Hills High School Music Booster and Water Polo Booster participated in the event and sold the following items:

- LHHS Music Boosters: nachos, churros, popcorn, and candy
- LHHS Water Polo Boosters: shaved ice and water

To ensure that there was an adequate amount of food for those in

attendance, staff secured six (6) food vendors for 4th of July event. The food vendors in attendance included:

- Balvina's Mexican Kitchen
- The Family Ice Cream
- MC Kabob Grill
- Bigfoot Loaded Corndogs
- Yummy Bird LLC
- Fried Out

Information Booths & Displays: Informational booths at the event included the City of Laguna Hills booth, Chamber of Commerce booth, and 3/5 Support Committee booth and 3/5 Marine displays.

Firework Display: At the April 23rd City Council meeting, Council members directed staff to approve the Fireworks Display Agreement between Fireworks and Stage FX America, LLC, and the City of Laguna Hills for 2024 and authorized the City Manager to proceed with the proposed agreement, providing that more length was added to the fireworks show. The final agreement allowed for a 23-minute show for a cost of \$41,500. The firing location for the show was the grass area between the football field and the baseball field on the Laguna Hills High School campus. City staff arranged for cleaning and removing firework debris from the high school property the day after the event. City staff has also been working with Laguna Hills High School staff to determine any damage and correct any issues.

Fiscal Impact:

The budget for the 2024 4th of July event is \$105,500. The Community Services Department is gathering remaining invoices. To date, event expenses are estimated to be \$104,720. Ticket sales totaled \$5,017. Current event expense estimates are in Table 1 below:

Table 1: 4th of July Celebration Event Expenditures

Band	\$ 2,500
Sound	\$ 16,000
Inflatables	\$ 2,367
Carnival Rides	\$ 15,000
Historical Reenactors	\$ 1,100
Electrician	\$ 825
Fireworks Display	\$ 41,500
Misc/Supplies	\$ 1,410
Janitorial and HS Custodial	TBD
OC Sherrif	\$ 14,210
Security	\$ 3,143
Rentals	\$ 4,796
Portables	\$ 1,869
Face painters	\$ 2,000
Total Expenses	\$ 104,720

Attachments:

1. 4th Photos

FOURTH OF JULY CELEBRATION



CITY OF LAGUNA HILLS

SUMMER

Concert Series

July 19 - Paperback Writer: The Beatles Experience

July 26 - Stone Soul

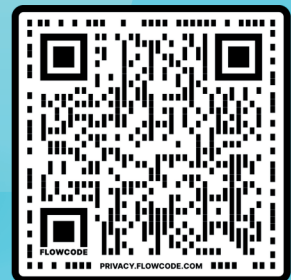
August 2 - Family Style

August 9 - Yachty by Nature

August 31 - *Symphony on the Go!* (6pm at Cabot Park)

All concerts will be held outdoors at the Laguna Hills Community Center from 6:30-8:30pm with the exception of 8/31

25555 Alicia Pkwy
949-707-2680



SPONSORED BY:



CITY OF LAGUNA HILLS Movies *in the* Park



August 16

Costeau
Park



August 23

El Conejo
Park



August 30

Santa Vittoria
Park



September 6

Beckenham
Park

Bring your chairs, blankets, and picnic for a family fun movie night!

Movies will begin about 10 minutes after sunset.

8/16: National Hawaiian Shirt Day: wear your best Hawaiian shirt and have a shave ice

8/23: National Ride the Wind Day: bring your kites for a kite party before the movie

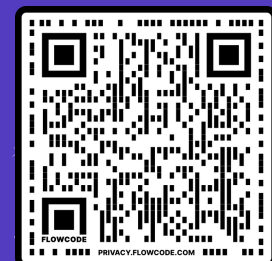
8/30: National Beach Day: ice cream giveaway

9/6: End of Summer Celebration

Sponsors:



Scan QR
code for
more event
information:



SUMMER *Concert Series*

