



Marc Trocchio
Chair

Michael Zozaya
Vice Chair

Chris Bieber
Commissioner

Harry Huggins
Commissioner

Patricia Thee
Commissioner

City of Laguna Hills Parks & Recreation Commission

Regular Meeting Agenda
Wednesday, October 1, 2025 - 6:00 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, as determined by the Chair, 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 as determined by the Chair and a total time limit of thirty minutes.

2. Minutes Approval

2.1 Approval of Minutes for August 6, 2025, Regular Meeting

Recommendation: That the Parks and Recreation Commission approve the minutes for the August 6, 2025 Regular Meeting.

3. Presentations

3.1 Employee of the Quarter - Summer 2025

Recommendation: That the Parks and Recreation Commission receive a presentation recognizing the part-time Employee of the Quarter, Cade Kanno.

4. Administrative Reports

5. Informational Items

5.1 Staff Update

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

5.2 2025 Holiday Event Series Pre-Event Report

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

5.3 2025 Summer Event Series Post-Event Report

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

5.4 Tentative 2026 Schedule of Events

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 February 5, 2026, at 6:00 p.m. in the City Council Chamber, located at 24035 El Toro Road, Laguna Hills, California.

CERTIFICATION

I, Holland Gannon, Community Services Director 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 September 26, at 5:00 p.m.



Holland Gannon, Community Services Director

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 Community Services Director 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, August 6, 2025**

Call to Order

The meeting was called to order at 6:01 p.m. by Chair Trocchio.

Pledge of Allegiance

Roll Call of Commissioner Members

Present:

Chair Marc Trocchio
Vice Chair Michael Zozaya
Commissioner Patricia Thee
Commissioner Harry Huggins

Absent:

Commissioner Chris Bieber

1. Public Comments

2. Minutes Approval

A motion to approve the minutes for the February 5, 2025, Regular Meeting, the April 29, 2025, Special Meeting, and the May 28, 2025, Special Meeting was moved by Vice Chair Zozaya, seconded by Commissioner Huggins.

Result:

Yes 4, No 0, Abstained 0

Ayes: Chair Trocchio, Vice Chair Zozaya, Commissioner Thee,
Commissioner Huggins

Nays: None

Abstain: None

2.1 Approval of Minutes for February 5, 2025, Regular Meeting

Recommendation: That the Parks and Recreation Commission approve the minutes for the February 5, 2025 Regular Meeting.

2.2 Approval of Minutes for April 29, 2025, Special Meeting

Recommendation: That the Parks and Recreation Commission approve the minutes for the April 29, 2025 Special Meeting.

2.3 Approval of Minutes for May 28, 2025, Special Meeting

Recommendation: That the Parks and Recreation Commission approve the minutes for the May 28, 2025 Special Meeting.

3. Presentations

4. Administrative Reports

4.1 2025 Memorial Day Half Marathon, 5K, and 10K Honoring USMC Team Darkhorse Post-Event Report

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

A motion to receive and file the item was moved by Commissioner Thee, seconded by Commissioner Huggins.

Result:

Yes 4, No 0, Abstained 0

Ayes: Chair Trocchio, Vice Chair Zozaya, Commissioner Thee,
Commissioner Huggins

Nays: None

Abstain: None

4.2 2025 4th of July Celebration Post-Event Report

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

A motion to receive and file the item was moved by Commissioner Huggins, seconded by Vice Chair Zozaya.

Result:

Yes 4, No 0, Abstained 0

Ayes: Chair Trocchio, Vice Chair Zozaya, Commissioner Thee,
Commissioner Huggins

Nays: None

Abstain: None

4.3 Summer Kick-Off Post-Event Report

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

A motion to receive and file the item was moved by Chair Trocchio, seconded by Commissioner Thee.

Result:

Yes 4, No 0, Abstained 0

Ayes: Chair Trocchio, Vice Chair Zozaya, Commissioner Thee,
Commissioner Huggins

Nays: None

Abstain: None

5. Informational Items

5.1 2025 Mid-Summer Event Update

Recommendation: That the Parks and Recreation Commission receive a verbal report with updates regarding summer events, including Concerts in the Park, Popsicles in the Park, and the Block Party Bucks program.

6. Commissioner Comments

Commissioner Huggins gave a verbal post-event update on Laguna Terrace Beautification's 2025 Plein Air Painting Contest.

Commissioner Zozaya encouraged the Commission to apply and participate in the Block Party Bucks program.

Adjournment

The next Regular Meeting of the Parks & Recreation Commission will be October 1, 2025, at 6:00 p.m. in the City Council Chamber, located at 24035 El Toro Road, Laguna Hills, California .

There being no further business before the Parks and Recreation Commission at this session, Chair Trocchio declared the meeting adjourned at 6:28 p.m.

Holland Gannon, Director of Community Services

ATTEST:

Marc Trocchio, Chair

Approved at meeting of October 1, 2025.



City of Laguna Hills Parks & Recreation Commission Staff Report

Date: October 1, 2025
To: Parks and Recreation Commission
From: Holland Gannon, Community Services Director
Issue: Employee of the Quarter - Summer 2025

Recommendation: That the Parks and Recreation Commission receive a presentation recognizing the part-time Employee of the Quarter, Cade Kanno.

Background:

The Employee of the Quarter program was developed to celebrate and highlight the outstanding contributions of part-time Community Services staff members who demonstrate exceptional commitment, teamwork, and service. The program provides employees with the opportunity to nominate their peers for recognition, ensuring that awardees are selected through a process that reflects the respect and appreciation of their colleagues.

By spotlighting individual achievements, the Employee of the Quarter program supports a positive workplace culture, boosts morale, and reinforces the values of dedication and excellence that guide Community Services operations.

We are pleased to announce that Cade Kanno has been selected as the Employee of the Quarter, as chosen by his peers.

Cade is recognized for his consistent professionalism, reliability, and willingness to go above and beyond to assist both coworkers and community members. His positive attitude and dedication to service set an example for others and reflect the City's commitment to excellence. His peers noted that he is always approachable, dependable, and plays a vital role in supporting the success of his team.

Fiscal Impact:

Employees that win Employee of the Quarter receive special Community Services uniform items valued at approximately \$50, amounting to approximately \$200 per year.

Attachments:

None



City of Laguna Hills Parks & Recreation Commission Staff Report

Date: October 1, 2025
To: Parks and Recreation Commission
From: Holland Gannon, Community Services Director
Issue: Staff Update

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

Background:

The Community Services Department has recently undergone staffing changes to enhance operational efficiency and better serve the community.

Recreation Coordinator, Brandon Aguera, will now be in charge of field allocation, outdoor facility reservations, and facility maintenance, along with other duties.

In addition, the Department is pleased to introduce Brooke Grimes. Ms. Grimes is the Community Services Department's new Recreation Coordinator who will be taking the lead on facility reservations, assisting with contract classes, and other duties.

These changes are intended to provide improved service delivery, strengthen operational oversight, and support the Department's ability to meet community needs effectively.

Fiscal Impact:

Both of these positions are fully funded by the City's biennial budget.

Attachments:

None



City of Laguna Hills Parks & Recreation Commission Staff Report

Date: October 1, 2025
To: Parks and Recreation Commission
From: Holland Gannon, Community Services Director
Issue: 2025 Holiday Event Series Pre-Event Report

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

Background:

The City of Laguna Hills will host a series of holiday events throughout December 2025 to celebrate the season, foster community spirit, and provide family-friendly opportunities for residents to come together. Events include the annual Tree Lighting Ceremony, Breakfast with Santa, Holiday Toy Drive, Holiday Dance Extravaganza, and Movie Series.

Tree Lighting Ceremony

Date/Time: Friday, December 5, 6:00 p.m. – 8:00 p.m.

The Tree Lighting Ceremony will feature the arrival of Santa Claus, refreshments, carolers, community partner booths, and the opportunity for families to enjoy snow play. This annual tradition is designed to bring residents together for a festive kickoff to the holiday season.

Breakfast with Santa

Date/Time: Saturday, December 13, 9:00 a.m. – 11:00 a.m.

Families will enjoy a pancake breakfast, take photos with Santa, and participate in holiday craft activities. This event provides a warm and engaging atmosphere for children and families to celebrate the holidays.

Holiday Toy Drive

Date/Time: Sunday, December 14, time TBD

In partnership with Christ Community Church, the City will host a Holiday Toy Drive to support families in need. The event will include photos with Santa, crafts, carolers, and refreshments. This program reflects the City's commitment to community service and outreach during the holiday season.

Holiday Dance Extravaganza

Date/Time: Friday, December 19, time TBD

The Holiday Dance Extravaganza will showcase local singers and dancers in a festive performance. Guests will enjoy dinner along with holiday entertainment, creating a unique opportunity for the community to celebrate the arts during the holiday season.

Holiday Movie Series

Join the Community Services Team in two distinct movie screenings inside the Heritage Room.

Elf - Family Movie Night

Date/Time: Wednesday, December 10, doors open at 6, movie begins at 6:30pm

Wear pajamas, and bring blankets for a cozy movie night!

Miracle on 34th Street - Senior Afternoon Movie

Date/Time: Monday, December 15th, doors open at 11:30am, movie begins at 12pm

Calling all seniors! Bring your lunch and join the Community Services Team for an afternoon showing of *Miracle on 34th Street*.

Additionally, there will be holiday light tours, the return of the Wishing Tree, a chance for hot chocolate and cookie decorating at the Community Center, wreath workshops, and more!

Fiscal Impact:

The budget for the Holiday Event Series is \$21,500.

Attachments:

None



City of Laguna Hills Parks & Recreation Commission Staff Report

Date: October 1, 2025
To: Parks and Recreation Commission
From: Holland Gannon, Community Services Director
Issue: 2025 Summer Event Series Post-Event Report

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

Background:

The Community Services Department hosted a wide variety of community events this summer, with the intent to engage with the community and foster relationships between community members.

Parks Make Life Better Month - Popsicles in the Park

To celebrate Parks Make Life Better Month, staff visited each City park to provide outreach and community engagement opportunities. Activities included free Popsicle giveaways, games, and music for park visitors. On average, approximately 20 people participated each day.

Concerts in the Park

The City hosted three summer concerts:

Radio Royalty – July 18 at the Community Center, approximately 500 attendees

Family Style – August 1 at the Community Center, approximately 400 attendees

Symphony on the Go! presented by the Pacific Symphony and sponsored by

Congressman Dave Min – August 29 at Cabot Park, approximately 200 attendees

The July 18th Radio Royalty concert also featured a Children's Entrepreneur Market, in which over 45 children sold items. The market is completely run by kids; they decide what to sell, create a booth, talk to customers, and handle money.

Movies in the Park

Three Movies in the Park were held in August at various City locations:

The Sandlot – August 8 at the Community Center, presented with Laguna Hills Little League; approximately 100 attendees.

The Wild Robot – August 15 at Beckenham Park; approximately 150 attendees.

Inside Out 2 – August 22 at Santa Vittoria Park; approximately 75 attendees.

Community Outreach - Nellie Gail Ranch Summer Concerts

In addition to City-hosted events, staff attended the Nellie Gail summer concerts to connect with residents outside of traditional City programs. Staff hosted a booth with giveaways, crafts, and information on upcoming classes and events. This provided a valuable opportunity to reach numerous community members, strengthen visibility, and encourage participation in City programs.

Fiscal Impact:

The various events came out of three (3) different line items for the 2025/2026 fiscal year.

Concerts in the Park: The allocated funds for Concerts in the Park are \$19,000. Actual expenditures total \$17,295.

Movies in the Park: The allocated funds for Movies in the Park are \$5,000. Staff is still collecting invoices, but it is expected that expenditures total approximately \$3,350.

Special Events: The allocated funds for special events (Popsicles in the Park and Nellie Gail Ranch Concerts) are \$39,000. Actual expenditures total \$450.

Estimated Staff Costs: \$8,720.

Attachments:

None



City of Laguna Hills Parks & Recreation Commission Staff Report

Date: October 1, 2025
To: Parks and Recreation Commission
From: Holland Gannon, Community Services Director
Issue: Tentative 2026 Schedule of Events

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

Background:

Attached is the tentative 2025 Special Events calendar for the Commission's review. Please note that this schedule is provisional and subject to change.

Fiscal Impact:

Funding for the City's special events is allocated in the City's biennial budgets.

Attachments:

1. 2026 Tentative Event Calendar

2026 EVENTS/ACTIVITIES CALENDAR

Late Feb. – Late July– LHLL Season

Feb. – May – AYSO Spring Season

July – September - Soccer Fields Closed for Renovations

September – late November – AYSO Fall Season

December

GHS – Global Harmony Symphony

(Dates for Event/Activities italicized not confirmed and are tentative. Dates for events after June 30 are pending budget approval)

-----2026-----

JANUARY

FEBRUARY

2/20 – Daddy Daughter Dinner Dance (6:30-8:30p) @ LHCC

MARCH

3/21 – Rooted Campaign Event (TBD)

3/28 – Hoppin’ Hills 9a-11a

APRIL

4/25 – Rooted Campaign Event (TBD)

MAY

5/25 – Memorial Day Race

JUNE

6/6 – Rooted Campaign Event (TBD)

-----FY 26/27-----

JULY

7/4 – 4th of July Celebration 4-9:30pm @LHCC

7/10 - Summer Concert Series: *TBD*

7/17 - Summer Concert Series: *TBD*

7/24 - Summer Concert Series: *TBD*

7/31 – Movie in the Park: *TBD*

AUGUST

8/7 – Movie in the Park: *TBD*

8/14 – Movie in the Park: *TBD*

8/21- *Symphony on the Go!* Tentative

SEPTEMBER

TBD – Coastal Cleanup 9a-12p

OCTOBER

TBD – Circle of Friends Halloween Dance

10/17 – Harvest in the Hills 4p-6p

NOVEMBER

DECEMBER

12/4 – Tree Lighting 6-8p

12/12 – Breakfast with Santa

12/13 – Holiday Toy Drive TBD

12/18 – Holiday Dance Extravaganza

*Compost and Shredding events are TBD