PARKS AND RECREATION COMMISSION

DECEMBER 07, 2011
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

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 Secretary prior to an individual being

heard by the Commission. No action will be taken on any items not on the Agenda unless the Parks and Recreation Commission makes a determination that an emergency exists or that the need to take action on the item arose subsequent to posting of the Agenda. This is the appropriate time for members of the public to make comments regarding items not listed on the agenda.

There will be a time limitation of three minutes per person, an overall time limit of ten minutes for any one subject, and a time limit of thirty minutes for the Public Comments portion of the Agenda.

Parks and Recreation Agendas may also be viewed on the City's website: www.ci.laguna-hills.ca.us

2. MINUTES

3. PRESENTATIONS

4. ADMINISTRATIVE REPORTS

4.1 VOLUNTEER CONNECTION DAY 2012 PROPOSED CHANGES

RECOMMENDATION: THAT THE PARKS AND RECREATION COMMISSION PROVIDE FEEDBACK TO STAFF ON PROPOSED CHANGES TO THE VOLUNTEER CONNECTION DAY EVENT.

4.2 COMMUNITY SERVICES RECREATION ACTIVITIES EVALUATION PROJECT

RECOMMENDATION: THAT THE PARKS AND RECREATION COMMISSION PROVIDE FEEDBACK ON STAFFS APPROACH IN CONDUCTING AN EVALUATION OF COMMUNITY SERVICES RECREATION ACTIVITIES.

5. INFORMATIONAL ITEMS

5.1 PARK QUALITY CONTROL PROGRAM ANNUAL REPORT

RECOMMENDATION: RECEIVE AND FILE THE REPORT.

6. COMMISSIONER COMMENTS

7. ADJOURNMENT

The next Regular Meeting of the Parks and Recreation Commission will be February 01, 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 December 2, 2011, at 5:00PM.

December 2, 2011

DAVID T. REYNOLDS
DEPUTY CITY MANAGER

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
OCTOBER 05, 2011

CALL TO ORDER

Chair Meyers 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 Commissioner Noenickx.

ROLL CALL OF COMMISSION MEMBERS:

Present: Chair Carol Meyers, Vice Chair Mark Jones, Commissioner Daniel Cooper, Commissioner Jack Noenickx

Absent: Commissioner Jeffrey McConnell

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, AUGUST 3, 2011

MOTION TO APPROVE THE MINUTES OF THE AUGUST 3, 2011, REGULAR MEETING, BY COMMISSIONER DANIEL COOPER S/COMMISSIONER JACK NOENICKX.
APPROVED BY A VOTE OF 4-0.

3. PRESENTATIONS

4. ADMINISTRATIVE REPORTS

4.1 FURNITURE REPLACEMENT FOR HERITAGE ROOM

Superintendent Meehan indicated the 2011/12 - 2012/13 Biennial Budget included a budget for the purchase of tables and chairs for the Heritage Room at the Community Center. Mr. Meehan stated the replacement was scheduled for the current fiscal year. Superintendent Meehan indicated the last time banquet chairs were purchased for the Heritage Room was October of 2006. Mr. Meehan provided the Commission with a PowerPoint presentation that included pictures of chairs utilized by other cities as well as four available chair options along with pricing information. It was the consensus of the Commission to choose the C-400 Classic Model Series with a dark fabric.

MOTION THAT THE PARKS AND RECREATION COMMISSION REVIEW AND PROVIDE FEEDBACK TO STAFF REGARDING THE PURCHASE OF NEW BANQUET CHAIRS FOR THE HERITAGE ROOM AT THE LAGUNA HILLS COMMUNITY CENTER BY/ M/COMMISSIONER DANIEL COOPER S/COMMISSIONER JACK NOENICKX.
APPROVED BY A VOTE OF 4-0.

5. INFORMATIONAL ITEMS

5.1 SUMMER QUARTER EVALUATION 2011

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

5.2 CITY WIDE ANNUAL TURF OVERSEEDING PROGRAM

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

5.3 RECREATION CLASS REGISTRATION TREND UPDATE REPORT

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

6. COMMISSIONER COMMENTS

Chair Meyers asked Deputy City Manager Reynolds if staff would be bringing any additional updates to the Commission regarding the Laguna Hills High School PTSA request to co-sponsor a community event and the issue that was brought up at the last Commission meeting by Mrs. Cocco regarding permits and field usage. Deputy City Manager Reynolds indicated staff was still researching both items and

would be bringing updates back to the Commission at a later date. Commissioner Cooper recommended bringing updates to the Commission on a quarterly basis regarding unfinished business.

Vice Chair Jones stated the snack bar at Cabot Park has rust all over it. Deputy City Manager Reynolds indicated the snack bar window is in the process of being renovated for Laguna Hills Little League.

Chair Meyers announced that she will be resigning from the Parks and Recreation Commission and moving to Kansas City to be with her family. Chair Meyers stated it was a pleasure to serve, and wished everyone her best.

7. ADJOURMENT

DAVID T. REYNOLDS
DEPUTY CITY MANAGER

ATTEST:

MARK JONES, VICE CHAIR

APPROVED AT MEETING OF DECEMBER 7, 2011

12/7/2011 ITEM NO. 2.

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

ISSUE: VOLUNTEER CONNECTION DAY 2012 PROPOSED CHANGES

SUMMARY:

Volunteer Connection Day is scheduled for Saturday April 21, 2012, and will once again take place from 9:00 a.m. to 12:00 p.m. and include a "thank you" lunch for participants. Past projects have included multiple trail clean-up projects, a disaster preparedness day, painting utility boxes throughout the City, and painting the backside of the Adult Softball outfield wall. Staff is considering changing the name of the event, along with the associated projects and activities in an effort to increase event attendance.

BACKGROUND:

Volunteer Connection Day is scheduled for Saturday April 21, 2012, and will once again take place from 9:00 a.m. to 12:00 p.m. Last year's event included the following projects:

- Tree Planting in recognition of Arbor Day (15 Podocarpus trees) along Aliso Hills and Alicia Parkway. West Coast Arborists assisted with the tree planting and had a booth at the event as well.
- Trail Clean Up, including the Aliso Creek trail, the Veeh Ranch trail, the Juan Avila trail, and the Oso Parkway trail.

As the Parks and Recreation Commission will recall, attendance for the 2011 event was significantly lower than previous years with only forty-nine (49) participants attending the event. This may have been due in part to the event falling on the first day of the SVUSD spring break. However, staff is considering changing the event name and the activities that are provided in an effort to increase participation for 2012. Ideas for potential projects or activities include the following:

RECOMMENDATION: THAT THE PARKS AND RECREATION COMMISSION PROVIDE FEEDBACK TO STAFF ON PROPOSED CHANGES TO THE VOLUNTEER CONNECTION DAY EVENT.

- Increase the number of trees that are planted, and add additional planting projects throughout the City, to include slopes and parks.
- Host a "Green Expo" as part of the event, with a variety of vendors that will promote the importance of conservation and recycling. Nurseries may display native plant species. The "Surfrider Foundation," CR&R, and the "Wyland Clean Water Mobile Learning Center" (flyer attached to the staff report) have all been contacted regarding participating in the event for 2012.
- Add crafts and other art projects to actively engage the younger children in attendance.

The Laguna Hills Volunteer Connection Day event has taken place on the third Saturday of each April in an attempt to coincide with "Earth Day," which is acknowledged on April 22 of each year. Staff is considering changing the name of the event to better align the days projects and theme with the national "Earth Day" recognition. Potential event titles for the Parks and Recreation Commissions consideration include:

- Laguna Hills Earth Day Celebration
- Earth Day Laguna Hills

At this time staff is requesting additional input from the Commission regarding the projects and name change for the 2012 event.

The current budget for the Volunteer Connection Day event is $1,000. There may be an increase in costs for the event if more trees or plants need to be purchased and additional activities are included in the event. For example, the cost for the "Wyland Clean Water Mobile Learning Center is $1,200. The other vendors contacted thus far would participate in the event at no charge.

RECOMMENDATION: THAT THE PARKS AND RECREATION COMMISSION PROVIDE FEEDBACK TO STAFF ON PROPOSED CHANGES TO THE VOLUNTEER CONNECTION DAY EVENT.

ATTACHMENTS:

1) Wyland Clean Water Mobile Learning Center Flyer

Bring The Wonder Of Water To Your School!

Wyland Clean Water Mobile Learning Center

The Clean Water Mobile Learning Center is a state of the art 1,000 square foot bio-diesel learning exhibition about the world of water. It features a multisensory theater and five (5) interactive stations that allow students to explore different watershed habitats and understand the impact humans have on these habitats. The exhibit clearly delivers the message that the choices we make directly affect the water quality and aquatic ecosystems.

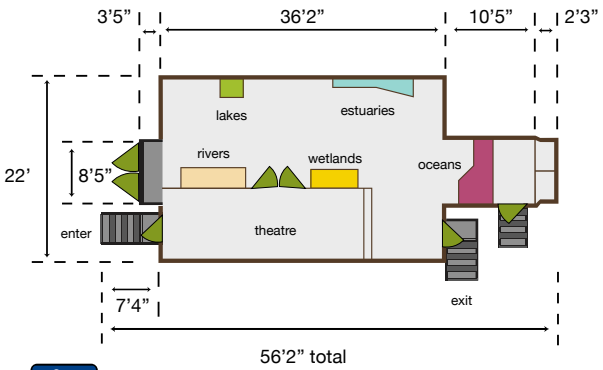
Classes of approximately 30 students can move through each half hour starting with the movie theater for a 7 minute movie, followed by a short question and answer session and explanation of the work stations.

After experiencing the exhibit, students will be able to:

- Name the three main parts of the water cycle (evaporation, condensation, precipitation)
- Describe at least three types of pollutants, how they enter a watershed, and how they impact that watershed
- Define the term "watershed" generally as an area of land through which water travels from the highest point to the lowest lying point
- Understand and explain at least one way in which humans impact aquatic ecosystems
- State at least three ways in which they can help conserve water, keep water clean, or help protect aquatic life

In bringing the Wyland Clean Water Mobile Learning Center to students we hope to instill an understanding of how the quality of water affects the quality of life.

Mobile Learning Center layout



ADA compliant

Specifications

- Trailer size:
  56'2" long
  13' 6" tall
  8' 5" wide (Expands to 22' total)
  Total length with tractor: 83' 2"
  Total weight: 80,000 lbs.
  Parking lot allowance: 26 car spaces (2 rows of 13)

- Electrical:
  Can run on tractor generator.
  Requirements for shore power hook up:
  - 208/3phase
  - 120amp minimal
  - 200amp max
  - Air Conditioned
  - ADA accessible
  - Quick setup time

To inquire about rental availability and pricing, email cleanwater@wylandfoundation.org or call 949.643.7070. Special rates for non-profits, schools, and public events are available.

Watch a video of the Wyland Clean Water Mobile Learning Center in action at www.vimeo.com/6038692.

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www.wylandfoundation.org

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EXPERIENCE IS THE TEACHER
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PLEASE

12/7/2011 ITEM NO. 4.1

12/7/2011 ITEM NO. 4.1

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

ISSUE: COMMUNITY SERVICES RECREATION ACTIVITIES EVALUATION PROJECT

SUMMARY:

The 2011/12 – 2012/13 Biennial Budget includes a work program to "Evaluate the City's recreation activities and classes on meeting the needs of different demographic groups in the community and address any deficiencies." To accomplish this goal staff is considering utilizing an on-line survey tool to conduct a survey. Staff is also proposing hosting an "Open House" event at the Community Center, which would allow patrons to observe brief demonstrations of both staff led and contract instructor led classes. Staff is looking for input from the Parks and Recreation Commission regarding current recreation program evaluation methods, along with the proposed survey and "Open House" ideas.

BACKGROUND:

A Community Services Department work program for the 2011/12 – 2012/13 Biennial Budget is to "Evaluate the City's recreation activities and classes on meeting the needs of different demographic groups in the community and address any deficiencies." Currently, Community Services staff distributes and collects program evaluations at the conclusion of staff led classes to obtain feedback from participants along with suggestions for new classes or events. Staff also collects evaluations for contract instructor led classes. These evaluation forms are attached to the staff report for the Commission's review. The evaluation documents provide valuable information to the staff regarding the quality of existing classes or programs, but do not necessarily touch on the needs of different demographic groups in the City and those individuals that have not participated in the City's recreational activities.

To address the work program of evaluating the City's recreation activity offerings and meeting the needs of the entire community, staff has researched the use of an on-line survey tool: Survey Monkey. Survey Monkey will provide the following:

RECOMMENDATION: THAT THE PARKS AND RECREATION COMMISSION PROVIDE FEEDBACK ON STAFF'S APPROACH IN CONDUCTING AN EVALUATION OF COMMUNITY SERVICES RECREATION ACTIVITIES.

- Survey questions can be selected from a "Question Bank" based on the type of survey and the target audience.
- The survey will be distributed in a variety of manners, including the email database that staff currently utilizes to promote classes.
- All results will be collected, analyzed, and formatted in graphs and tables, to then be presented to the Parks and Recreation Commission and City Council.

Staff has drafted some sample survey questions, which are also attached to the staff report. To reach those residents that are not currently participating in Community Services Department classes or programs, staff can also advertise the survey in the quarterly "City Views" publication.

Staff is also proposing to host an "Open House" event at the Community Center on Saturday, March 24, 2012. Patrons will be provided the opportunity to observe brief class demonstrations and talk to the instructors. In addition, staff will provide those in attendance the chance to make suggestions for future Community Services Department offerings. The entire Community Center facility will be utilized for the event and is proposed to take place between the hours of 1:00-3:00pm. The contract instructors that have been notified by staff about the possibility of such an event are looking forward to the marketing opportunity that the event will provide.

Both the survey and the proposed "Open House" event will fit into the current Community Services Department budget.

RECOMMENDATION: THAT THE PARKS AND RECREATION COMMISSION PROVIDE FEEDBACK ON STAFF'S APPROACH IN CONDUCTING AN EVALUATION OF COMMUNITY SERVICES RECREATION ACTIVITIES.

ATTACHMENTS:

- Attachment 1 – Staff led class evaluation form
- Attachment 2 – Contract Instructor led class evaluation form
- Attachment 3 – Sample questions
- Attachment 4 – Open House event flyer

Attachment 1

City of Laguna Hills
Community Services Department
Class Evaluation

In order to provide the best programs for our community, evaluations are given periodically to participants of classes. Please take a few moments to complete this evaluation form. Your comments are greatly appreciated.

Program Title: _____ Today's Date: _____

1. How did you find out about this program?
   City Brochure __ Flyer __ Newspaper __ Friend __ Instructor __ Other _____

2. Please circle the rating that you feel best describes your evaluation of the program. Ten (10) being excellent and one (1) being very poor:
   a. Program/Class Content
      10 9 8 7 6 5 4 3 2 1
   b. Organization/Preparedness of Instructor
      10 9 8 7 6 5 4 3 2 1
   c. Suitability and Condition of Facility
      10 9 8 7 6 5 4 3 2 1
   d. Overall Evaluation of Class/Program
      10 9 8 7 6 5 4 3 2 1

3. What did you like most about this class?

   _____

   _____

   _____

4. What did you like least about this class?

   _____

   _____

   _____

5. What other programs and/or age groups would you like to see included in the City of Laguna Hills class offerings?

   _____

   _____

   _____

6. What City do you live in? _____

7. Additional Comments:

Attachment 2

City of Laguna Hills Community Services Department
Program/Class Evaluation

In order to provide the best programs for our community, evaluations are given periodically to participants of classes. Please take a few moments to complete this evaluation form. Your comments are greatly appreciated.

Please circle the class(es) you or your child has participated in:

Dance Guitar Tunes & Tales

1. How did you find out about this program?
   City Brochure __ Flyer __ Newspaper __ Friend __ Instructor __ Other _____
2. Please circle the rating that you feel best describes your evaluation of the program. Ten (10) being excellent and one (1) being very poor:
   a. Program/Class Content
      10 9 8 7 6 5 4 3 2 1
   b. Organization/Preparedness of Instructor
      10 9 8 7 6 5 4 3 2 1
   c. Suitability and Condition of Facility
      10 9 8 7 6 5 4 3 2 1
   d. Overall Evaluation of Program/Class
      10 9 8 7 6 5 4 3 2 1
3. What did you like most about this class?

   _____

   _____
4. What did you like least about this class?

   _____

   _____
5. What other programs and/or age groups would you like to see included in the City of Laguna Hills class offerings?

   _____

   _____
6. What City do you live in? _____
7. Additional Comments:

   _____

   _____

Thank you for taking the time to complete this evaluation form. Please return in the enclosed envelope.

Sincerely,
City of Laguna Hills Community Services Staff

Attachment 3

Sample Survey Questions

What is your present age?

- A. 20 years or younger
- B. 21-35 years
- C. 36-50 years
- D. 51-65 years
- E. 66 years or older

If there are children in your household, what are their ages? (Mark all that apply)

- A. 0-2 years of age
- B. 3-5 years
- C. 6-10 years
- D. 11-14 years
- E. 15-18 years

Has any member of your household participated in activities offered by the Community Services Department?

- Yes
- No

If Yes, what type of program or activity was it?

- Sports League
- Special Event
- Early Childhood Program
- Personal Development (Music, First Aid, etc)
- Summer Camps

If No, did the costs of the program keep you from participating?

- Yes
- No

Do the times of the classes/programs meet your needs?

- Yes
- No

If No, please explain in the space provided below:

What would you say are the most important programs or services that the Community Services Department does or could provide to the public?

Are there demographic groups that are underserved through the current Community Services Department offerings?

- Yes
- No

If Yes, which groups? (Mark all that apply)

- Early Childhood (2-5 years)
- School Aged (6-10 years)
- Pre-Teens (11-12 years)
- Teens
- Adults
- Seniors

What types of programs or activities would you like to see more of for these demographic groups?

Using a scale of 0 to 10, where zero means not at all important and ten means very important, please rate the importance for each of the following types of recreation programs offered by the Community Services Department:

Adult Sports Leagues

Rating:

Teen Programs

Rating:

Early Childhood Programs

Rating:

Senior Activities

Rating:

Youth Summer Camps

Rating:

Special Events

Rating:

12/7/2011 ITEM NO. 4.2

Attachment 4

Sports & Fitness

Open Gym
Hiking Club
Zumba
Tennis
Belly Dancing
Adult Leagues

Personal Development

Public Speaking
eBay
Veggie Kitchen
Supersitters

Cultural Arts

Drawing and Painting
Young Rembrandts
Hand Drumming
Piano
Guitar

Early Childhood

Art
Dance
Cooking
Sports
Fitness
Music

OPEN HOUSE

The Laguna Hills Community Services Department is hosting an "Open House at the Community Center" on **Saturday, March 24, 2012** from **1:00-3:00 PM**. Since we will be celebrating 10 years of offering classes and programs at the Community Center, we feel this is a great opportunity for the Community Services Department to showcase our classes and give you the opportunity to ask questions or voice your suggestions of what you would like to see us offer.

Laguna Hills Community Center

25555 Alicia Parkway
Laguna Hills, CA 92653
949-707-2680
www.ci.laguna-hills.ca.us

12/7/2011 ITEM NO. 4.2

12/7/2011 ITEM NO. 4.2

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

ISSUE: PARK QUALITY CONTROL PROGRAM ANNUAL REPORT

SUMMARY:

The park quality control program was re-introduced to the Parks and Recreation Commission on June 3, 2009. As a suggested Community Services Department practice, staff is presenting to the Parks and Recreation Commission an annual summary of the Commission's park checks. A total of eight park checks were completed during calendar year 2011. Attached to the staff report is this year's "Park Quality Control Annual Report," which provides the average park check ratings for each park visited as well as park check comments for 2011. The park check lists and comments are shared with the Parks Division and park safety concerns are addressed first. Also attached is a revised inspection schedule to reflect the change to the Parks and Recreation Commission with a newly appointed Commissioner and also attached is a sample of the park checklist form.

ATTACHMENTS

- Attachment 1: Park Quality Control Annual Report-2011
- Attachment 2: Park Inspection Schedule
- Attachment 3: Park Quality Control Checklist

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

12/7/2011 ITEM NO. 5.1

Park Quality Control Checklist Ratings
2011 Annual Summary

Rating Legend

Poor		Acceptable		Good
1.00	2.00	3.00	4.00	5.00

	Beckenham	Cabot	Clarington	Costeau	El Conejo	Knotty Pine	Mackenzie	Mandeville	Mendocino	San Remo	Santa Vittoria	Stockport	Veeh Ranch	LHCC & SC
Turf														
Edging/Mowing	4.00	5.00	4.50			5.00	5.00				5.00		4.00	5.00
Clippings Removed	4.00	5.00	4.50			4.50	4.00				5.00		4.00	5.00
Color	2.00	5.00	4.50			5.00	5.00				5.00		3.00	5.00
Weed Control	2.00	5.00	4.50			5.00	5.00				5.00		3.00	5.00
Overall Appearance	3.00	5.00	4.50			**5.00**	**5.00**				**5.00**		4.00	5.00
Shrubs and Ground Covers														
Trimming	3.00	5.00	5.00			5.00	5.00				5.00		4.00	5.00
Coverage	3.00	5.00	5.00			5.00	5.00				5.00		3.00	5.00
Weed Control	3.00	5.00	5.00			5.00	5.00				5.00		4.00	5.00
Litter Control	4.00	5.00	3.00			5.00	5.00				5.00		4.00	5.00
Overall Appearance	4.00	5.00	4.00			**5.00**	**5.00**				**5.00**		4.00	5.00
Trees														
Trimming	4.00	5.00	5.00			5.00	5.00				5.00		4.00	5.00
Raising	4.00	5.00	5.00			5.00	5.00				5.00		4.00	5.00
Overall Appearance	4.00	5.00	5.00			**5.00**	**5.00**				**5.00**		4.00	5.00
Trash Receptacles														
Emptied	3.00	5.00	4.50			5.00	5.00				5.00		4.00	4.00
Liner in Place	4.00	5.00	4.50			5.00	5.00				5.00		5.00	5.00
Litter control	4.00	5.00	3.00			5.00	5.00				5.00		4.00	5.00
Overall Appearance	4.00	5.00	3.00			**5.00**	**5.00**				**5.00**		4.00	4.00
Play Equipment														
Apearance	4.00	4.00	5.00			5.00	5.00				5.00		5.00	5.00
Condition	4.00	4.00	5.00			5.00	5.00				5.00		5.00	5.00
Surfacing	4.00	4.00	5.00			5.00	5.00				5.00		4.00	5.00
Drinking Fountain														
Operational	**5.00**	**5.00**	**5.00**			**5.00**	**1.00**				**5.00**		5.00	**5.00**
Tennis Courts														
Apearance														
Condition														
Surfacing														
Netting														
Overall Appearance														
Basketball Courts														
Apearance														
Condition														
Surfacing														
Netting														
Overall Appearance														
Overall Average of Park	**3.62**	**4.86**	**4.50**			**4.98**	**4.76**				**5.00**		**4.05**	**4.90**

Attachment 1

12/7/2011 ITEM NO. 5.1

Park Quality Control Checklist Comments

2011 Annual Summary

Cabot Park

Safety Concerns

- (6/26/11) Gate post knocked over.
- (9/12/11) Glass broken on playground light covers.
- (9/12/11) Parking lot lights covered by trees.
- (9/12/11) Lower ball field has broken board in backstop

General Comments

- (6/26/11) Trash in parking lot.
- (9/12/11) Building at playground in need of paint.

Clarington Park

Safety Concern

- (2/8/11) Tree removed, leaving a hole in it's place.

General Concerns

- (2/8/11) Trash receptacles and park benches in bad shape.

Costeau Park

Safety Concern

- (6/12/11) Bottom of backstop fencing needs repair.
- (6/12/11) End caps on benches missing or bent.

General Comments

- (6/12/11) Recommend larger backboards on hoops.

Knotty Pine

General Comments

- (2/18/11) All of the lights have at least one pane of glass that is broken.
- (8/7/11) Park looks good.

Mandeville Park

Safety Concerns

- (9/12/11) Lowest step in "step up" area is loose.

General Comments

- (2/18/11) Beautiful Park.

San Remo Park

General Comments

- (2/18/11) Red paint needs to be better removed from curb.

Santa Vittoria Park

Safety Concerns

- (2/18/11) Cracks in cement of handball court

General Comments

- (2/28/11) Drinking fountain could use paint.
- (2/28/11) Green retaining wall could use paint.
- (2/28/11) Park sign could use paint.

Stockport Park

Safety Concerns

- (6/12/11) Concrete coping broken by benches. Volleyball net ripped.

LHCC

Safety Concerns

- (7/26/11) Coping missing on both ball fields.

General Comments

- (7/26/11) Graffiti near Majors Field.

Attachment 2

Park Inspection Schedule

Park	Acres	Jan. - Mar.	Apr. - June	July - Sep.	Oct. - Dec.
Veeh Ranch	11	1 2	3 4	5 1	2 3
San Remo	1.6	4 5	1 2	3 4	5 1
Santa Vittoria	2.87	2 3	4 5	1 2	3 4
Mendocino	3.93	5 1	2 3	4 5	1 2
Mandeville	3.34	3 4	5 1	2 3	4 5
Clarington	3.49	1 2	3 4	5 1	2 3
Beckenham	2.75	1 2	3 4	5 1	2 5
Stockport	3.99	4 5	1 2	3 4	5 1
Cabot Park	8.8	2 3	4 5	1 2	3 4
El Conejo	2	5 1	2 3	4 5	1 2
Knotty Pine	3.85	3 4	5 1	2 3	4 5
Mackenzie	2.85	1 2	3 4	5 1	2 3
Costeau	3.67	4 5	1 2	3 4	5 1
LHCC & SC	18	2 3	4 5	1 2	3 4

Commissioner Codes:

Commissioner Cooper	**1**
Commissioner Jones	**2**
Commissioner Tabrizy	**3**
Commissioner McConnell	**4**
Commissioner Noenickx	**5**

12/7/2011 ITEM NO. 5.1

CITY OF LAGUNA HILLS
PARK QUALITY CONTROL CHECKLIST

PARK _____

DATE OF OBSERVATION _____

OBSERVATION BY _____

			Poor		Acceptable		Good
I.	Turf						
	a)	Mowing/Edging:	1	2	3	4	5
	b)	Clippings Removed:	1	2	3	4	5
	c)	Color:	1	2	3	4	5
	d)	Weed Control:	1	2	3	4	5
	e)	Overall appearance:	1	2	3	4	5

Comments: _____

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II.	Shrubs & Ground Covers						
	a)	Trimming:	1	2	3	4	5
	b)	Coverage:	1	2	3	4	5
	c)	Weed Control:	1	2	3	4	5
	d)	Litter Control	1	2	3	4	5
	e)	Overall Appearance:	1	2	3	4	5

Comments: _____

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III.	Trees						
	a)	Trimming:	1	2	3	4	5
	b)	Raising:	1	2	3	4	5
	c)	Overall Appearance:	1	2	3	4	5

Comments: _____

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		Poor		Acceptable		Good
IV.	Trash Receptacles					
a)	Emptied:	1	2	3	4	5
b)	Liner in Place:	1	2	3	4	5
c)	Litter Control:	1	2	3	4	5
d)	Overall Appearance:	1	2	3	4	5

Comments: _____

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V.	Playground					
a)	Appearance:	1	2	3	4	5
b)	Condition:	1	2	3	4	5
c)	Surfacing:	1	2	3	4	5

Comments: _____

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VI.	Drinking Fountain					
a)	Appearance:	1	2	3	4	5
b)	Condition:	1	2	3	4	5
c)	Surfacing:	1	2	3	4	5

Comments: _____

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VII.	Tennis Courts					
a)	Appearance:	1	2	3	4	5
b)	Condition:	1	2	3	4	5
c)	Surfacing:	1	2	3	4	5
d)	Netting:	1	2	3	4	5

Comments: _____

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		Poor		Acceptable		Good
VIII.	Basketball Courts					
a)	Appearance:	1	2	3	4	5
b)	Condition:	1	2	3	4	5
c)	Surfacing:	1	2	3	4	5
d)	Surfacing:	1	2	3	4	5

Comments: _____

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IX. Safety Concerns

Comments: _____

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X. General Comments

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12/7/2011 ITEM NO. 5.1