



CITY OF LAGUNA HILLS

PARKS & RECREATION COMMISSION

REGULAR MEETING AGENDA

Wednesday, October 6, 2021 – 7:00 PM

Dan Cooper - Chair

Julie Nassif - Vice Chair
Don Caskey - Commissioner

Maya Carroll - Commissioner
Patricia Thee - 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

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 August 4, 2021

Recommendation: That the Parks and Recreation Commission approve the minutes for the August 4, 2021, Regular meeting.

3. PRESENTATIONS**4. ADMINISTRATIVE REPORTS****4.1 Park Quality Control Program Update**

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

4.2 Holiday Season Event Schedule

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 December 1, 2021, 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 the Courtyard at La Paz Center by September 30, 2021, at 5:00 PM.



David T. Reynolds; Deputy City Manager

September 30, 2021

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: October 6, 2021
TO: Parks and Recreation Commission
FROM: Dan Meehan
Community Services Superintendent
ISSUE: Approval of Minutes for the August 4, 2021

RECOMMENDATION: That the Parks and Recreation Commission approve the minutes for the August 4, 2021, Regular meeting.

ATTACHMENTS:

- P&R Minutes 210804

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

**REGULAR MEETING
MINUTES
Wednesday, August 4, 2021**

CALL TO ORDER

The meeting was called to order at 7:00 PM 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	Absent	
Don Caskey	Commissioner	Present	
Patricia Thee	Commissioner	Present	

1. PUBLIC COMMENTS

2. MINUTES APPROVAL

2.1 Approval of Minutes for the June 2, 2021

Recommendation: That the Parks and Recreation Commission approve the minutes for the June, 2, 2021, Regular Meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Julie Nassif, Vice Chair
SECONDER:	Dan Cooper, Chair
AYES:	Dan Cooper, Chair, Julie Nassif, Vice Chair, Don Caskey, Commissioner, Patricia Thee, Commissioner
ABSENT:	Maya Carroll, Commissioner

3. PRESENTATIONS

4. ADMINISTRATIVE REPORTS

4.1 Renovation of Hillside "LH" Display

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

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

Consulting Landscape Architect Richard Fisher, Eagle Scout Josh Hayden and resident of Laguna Hills Neel Patel, presented their proposals to the Parks and Commission and answered questions from the Commission.

A motion was made by Chair Cooper S/by Vice Chair Nassif to present Josh Hayden and Richard Fisher's proposals to the City Council in the next upcoming meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dan Cooper, Chair
SECONDER:	Julie Nassif, Vice Chair
AYES:	Dan Cooper, Chair, Julie Nassif, Vice Chair, Don Caskey, Commissioner, Patricia Thee, Commissioner
ABSENT:	Maya Carroll, Commissioner

5. INFORMATIONAL ITEMS

5.1 2021 Memorial Day 10K, and 5K Post Event Report

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

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dan Cooper, Chair
SECONDER:	Patricia Thee, Commissioner
AYES:	Dan Cooper, Chair, Julie Nassif, Vice Chair, Don Caskey, Commissioner, Patricia Thee, Commissioner
ABSENT:	Maya Carroll, Commissioner

5.2 2021 Fourth of July Post Event Report

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

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dan Cooper, Chair
SECONDER:	Patricia Thee, Commissioner
AYES:	Dan Cooper, Chair, Julie Nassif, Vice Chair, Don Caskey, Commissioner, Patricia Thee, Commissioner
ABSENT:	Maya Carroll, 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 8:00 PM.

David Reynolds, Deputy City Manager

ATTEST:

Dan Cooper, Chair

Approved at meeting of October 6, 2021



City of Laguna Hills

Parks & Recreation Commission

Staff Report

DATE: October 6, 2021
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 and file the report.

SUMMARY:

A Park Quality Control Program was reinstated at the April 7, 2021, Parks and Recreation Commission meeting. This Program involves the Commission member's inspection of the City's parks on a monthly basis. A number of park inspections have been completed and returned to the Community Services Department. In addition, information has been shared with Parks Supervisor Ryan Hanley. As the Program has been in place for six months, staff felt it now appropriate to bring an update to the Commission at the October 6, 2021, meeting on the Program. Parks Supervisor Ryan Hanley will be available to answer Commissioner's questions at the meeting.



City of Laguna Hills

Parks & Recreation Commission

Staff Report

DATE: October 6, 2021
TO: Parks and Recreation Commission
FROM: David Reynolds
Deputy City Manager/Community Services Director
ISSUE: Holiday Season Event Schedule

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

SUMMARY:

Staff is in the process of planning a holiday event schedule for the first few weeks in December leading up to December 25. It is planned to schedule several events in the plaza area of the Community Center facility where the holiday light decorations will be installed during this time. This year the holiday lights decorations will be synchronized with music for a light show. The purpose of the holiday events is to promote holiday and community spirit and to encourage people to visit and enjoy the Community Center while the holiday lights decorations are displayed. This is an idea that was suggested by the City Council.

In an effort to schedule holiday activities, Staff has reached out to the conductor of the Global Harmony Symphony, to the High School, and will be meeting with the Chamber of Commerce. Staff will also work with OC Sheriff to schedule an event presence with them. The following is a tentative schedule of events and more events are being planned. During the holiday events that are hosted at the Community Center plaza, the Community Services Department will serve refreshments such as coffee and hot cocoa. In addition to the events listed below, the Community Services Department will also host its traditional Breakfast with Santa event on December 4, 2021. Staff is requesting the Parks and Recreation Commission's input on the planning of these events.

Holiday Season Event Schedule

October 6, 2021

Page 2

December 8 (Wednesday) – Brass Choir (Global Harmony Symphony members)

December 10 (Friday) – Meet Santa Claus, a String Quartet (Global Harmony Symphony members)

December 15 (Wednesday) – Violin Duo (Global Harmony Symphony members)

December 17 (Friday) – TBD

December 22 (Wednesday) – TBD