

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

**REGULAR MEETING
MINUTES
Wednesday, August 1, 2018**

CALL TO ORDER

The meeting was called to order at 7:00 PM by Chair Dan Cooper

PLEDGE OF ALLEGIANCE

Pledge of Allegiance was led by Chair Cooper.

ROLL CALL OF COMMISSIONER MEMBERS

Attendee Name	Title	Status	Arrived
Dan Cooper	Chair	Present	7:00 PM
David Robbins	Vice Chair	Present	7:00 PM
Victoria Auer	Commissioner	Absent	
Chris Mackey	Commissioner	Present	7:00 PM
Maya Douglas	Commissioner	Absent	

Staff Present: Deputy City Manager; David Reynolds, Kathleen Middleton; Recreation Coordinator, Kayle McDonald; Administrative Assistant

1. PUBLIC COMMENTS

Meg Gorham of Laguna Hills greeted the Commission. Mrs. Gorham indicated she would love the Commission's approval to have her presence representing Grad Night at the National Night Out on Tuesday in the form of a booth to represent the community. Chair Cooper suggested following up with Police Services to coordinate.

2. MINUTES APPROVAL

2.1 Approval of Minutes for June 6, 2018, Regular Meeting

Recommendation: That the Parks and Recreation Commission approve the Minutes for the June 6, 2018, Regular Meeting

Commission asked Parks and Recreation Secretary to correct Brian Young's name in 4th paragraph on third page and remove Vice Chair Cooper to reflect Chair Cooper on fourth page of June 6, 2018 minutes.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Chris Mackey, Commissioner
SECONDER:	David Robbins, Vice Chair
AYES:	Dan Cooper, Chair, David Robbins, Vice Chair, Chris Mackey, Commissioner
ABSENT:	Victoria Auer, Commissioner, Maya Douglas, Commissioner

3. PRESENTATIONS

4. ADMINISTRATIVE REPORTS

4.1 Proposed City Council Policy for Display of Sponsorship Banners in City Parks for Laguna Hills Youth Sports Organizations.

Recommendation: That the Parks and Recreation Commission review and comment on the draft "Temporary Sponsorship Banners in City Parks" Policy.

Deputy City Manager Reynolds provided a verbal summary of the report to the Parks and Recreation Commission. Mr. Reynolds indicated the recommendation of the report was to illicit feedback from the Commission and to present the information to City Council during the August 28, 2018 meeting.

Vice Chair Robbins moved to recommend the adoption of the proposed City Council Policy to display sponsorship banners within City Parks, motion was seconded by Chair Cooper.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	David Robbins, Vice Chair
SECONDER:	Dan Cooper, Chair
AYES:	Dan Cooper, Chair, David Robbins, Vice Chair, Chris Mackey, Commissioner
ABSENT:	Victoria Auer, Commissioner, Maya Douglas, Commissioner

4.2 Update of City Council Reservation Policies Related to the Use of City Facilities Such as Community Center Rooms, Parks, Athletic Fields, Courts, and Gymnasium.

Recommendation: That the Parks and Recreation Commission review the attached 2nd draft of the “Public Facility Reservation & Use Policy” and provide comment to staff before it is brought to the City Council.

Deputy City Manager Reynolds provided a verbal summary of the report to the Commission.

Chair Cooper stated he felt this was a well written report and appreciated the hard work of staff, the rest of the Commissioners concurred.

Chair Cooper moved to approve Reservation Policies, Commissioner Mackey seconded.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dan Cooper, Chair
SECONDER:	Chris Mackey, Commissioner
AYES:	Dan Cooper, Chair, David Robbins, Vice Chair, Chris Mackey, Commissioner
ABSENT:	Victoria Auer, Commissioner, Maya Douglas, Commissioner

4.3 2018 Memorial Day Half Marathon, 10K, 5K, Post Event Report

Recommendation: The Parks and Recreation Commission receive and file the report

Recreation Coordinator Kathleen Middleton provided a verbal update to the Parks and Recreation Commission. Mrs. Middleton indicated we did conclude our medal series this year.

Laguna Hills resident Meg Gorham suggested that Laguna Hills Chamber of Commerce have a presence at the race.

RESULT:	RECEIVE AND FILE [UNANIMOUS]
MOVER:	Chris Mackey, Commissioner
SECONDER:	Dan Cooper, Chair
AYES:	Dan Cooper, Chair, David Robbins, Vice Chair, Chris Mackey, Commissioner
ABSENT:	Victoria Auer, Commissioner, Maya Douglas, Commissioner

4.4 Fourth of July Post Event Report 2017

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

Recreation Coordinator Kathleen Middleton provided a verbal summary of the report of the event to the Parks and Recreation Commission.

Chair Cooper complimented staff on the event.

Meg Gorham indicated she was disallowed to participate in the dippin dots booth for the 4th of July. Mrs. Gorham was advised to go thru the appropriate channels such as the school PTA to gain approval to gain permit approval.

RESULT:	RECEIVE AND FILE [UNANIMOUS]
MOVER:	Dan Cooper, Chair
SECONDER:	David Robbins, Vice Chair
AYES:	Dan Cooper, Chair, David Robbins, Vice Chair, Chris Mackey, Commissioner
ABSENT:	Victoria Auer, Commissioner, Maya Douglas, Commissioner

5. INFORMATIONAL ITEMS

6. COMMISSIONER COMMENTS

Commissioner Mackey stated there was an issue with the volleyball net at Knotty Pine Park.

Commissioner Mackey stated that the bushes on Alicia Parkway and Aliso Hills need to be trimmed back as they're creating a blind spot for drivers.

Vice Chair Robbins stated he's been very impressed with the quality of our parks. Deputy City Manager Reynolds stated he would pass that information along to our Parks Supervisor.

7. ADJOURNMENT

There being no further business before the Parks and Recreation Commission at this session, Chair Cooper declared the meeting adjourned at 7:46 P.M.

David Reynolds, Deputy City Manager

ATTEST:

Dan Cooper, Chair

Approved at meeting of October 3, 2018