



**CITY OF LAGUNA HILLS
PARKS AND RECREATION COMMISSION
REGULAR MEETING AGENDA
JUNE 04, 2014
7:00 PM**

Daniel Cooper - Chair

**Victoria Auer - Vice Chair
Chris Mackey - Commissioner**

**Richard Nagle - 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 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

- 2.1 APPROVAL OF THE MINUTES OF THE REGULAR MEETING, APRIL 2, 2014

RECOMMENDATION: THAT THE PARKS AND RECREATION COMMISSION APPROVE THE MINUTES OF THE APRIL 2, 2014 REGULAR MEETING.

3. PRESENTATIONS**4. ADMINISTRATIVE REPORTS**

- 4.1 2014 LAGUNA HILLS VOLUNTEER CONNECTION DAY, ARBOR DAY AND MULCH COLLECTION EVENT

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

- 4.2 2014 4TH OF JULY CELEBRATION: EVENT UPDATE

RECOMMENDATION: THAT THE PARKS AND RECREATION COMMISSION RECEIVE AN ORAL PRESENTATION REGARDING THE 4TH OF JULY CELEBRATION AND FIREWORKS DISPLAY.

- 4.3 2014 MEMORIAL DAY RACE: EVENT UPDATE

RECOMMENDATION: THAT THE PARKS AND RECREATION COMMISSION RECEIVE AN ORAL PRESENTATION REGARDING THE 2014 CITY OF LAGUNA HILLS MEMORIAL DAY HALF MARATHON, 5K, AND 10K HONORING THE USMC DARK HORSE BATTALION.

- 4.4 CIP 240 - COMMUNITY CENTER AND SPORTS COMPLEX SOFTBALL FIELD IMPROVEMENTS

RECOMMENDATION: THAT THE PARKS AND RECREATION COMMISSION RECEIVE THE REPORT AND PROVIDE FEEDBACK TO STAFF IN REGARDS TO A MULTI-USE SYNTHETIC TURF FIELD.

5. INFORMATIONAL ITEMS**6. COMMISSIONER COMMENTS**

7. ADJOURNMENT

The next Regular Meeting of the Parks and Recreation Commission will be August 06, 2014, 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 May 30, 2014, at 5:00 PM.



DAVID T. REYNOLDS
DEPUTY CITY MANAGER

May 30, 2014

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
APRIL 2, 2014

CALL TO ORDER

Vice Chair 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 Vice Chair Cooper.

ROLL CALL OF COMMISSION MEMBERS:

Present: Vice Chair Cooper, Commissioner Auer, Commissioner Mackey, and Commissioner Nagle

Absent: Chair Noenickx

STAFF PRESENT: David Reynolds, Deputy City Manager; Dan Meehan, Community Services Superintendent; Matt Durham, Senior Leader; Kathleen Clark, Senior Leader; Jaime Ballard, Administrative Assistant.

1. PUBLIC COMMENTS

PARKS AND RECREATION COMMISSION REORGANIZATION

ELECTION OF CHAIR

It was the consensus of the Commission to move this item to agenda Item No. 6 Commissioner Comments towards the end of the meeting.

2. MINUTES

2.1 REGULAR MEETING, FEBRUARY 05, 2014

**MOTION TO APPROVE THE MINUTES OF THE FEBRUARY 05, 2014 MEETING
BY COMMISSIONER AUER, S/COMMISSIONER MACKEY.
APPROVED BY A VOTE OF 4-0.**

3. PRESENTATIONS

None

4. ADMINISTRATIVE REPORTS

4.1 2014 WINTER QUARTER EVALUATION

Community Services Superintendent Meehan indicated Community Services Senior Leaders Matt Durham and Kathleen Clark were present and prepared a presentation and PowerPoint for the Commission which details the accomplishments and out comings of the Department for the 2014 winter quarter.

It was the consensus of the Commission to receive and file the report.

5. INFORMATIONAL ITEMS

**5.1 FINISHER MEDALS FOR THE 2014 CITY OF LAGUNA HILLS MEMORIAL
MEMORIAL DAY RACE**

Superintendent Meehan summarized the report which included samples of the emblems for this year's finisher medals.

Chair Noenickx joined the meeting at 7:08 p.m.

**MOTION TO RECEIVE AND FILE THE REPORT BY COMMISSIONER AUER,
S/COMMISSIONER NAGLE.
APPROVED BY A VOTE OF 5-0.**

6. COMMISSIONER COMMENTS

PARKS AND RECREATION COMMISSION REORGANIZATION

ELECTION OF CHAIR

**MOTION TO NOMINATE VICE CHAIR COOPER AS CHAIR BY CHAIR
NOENICKX, S/COMMISSIONER NAGLE.
APPROVED BY A VOTE OF 5-0.**

ELECTION OF VICE CHAIR

**MOTION TO NOMINATE COMMISSIONER AUER AS VICE CHAIR BY CHAIR
COOPER, S/COMMISSIONER NOENICKX.**

APPROVED BY A VOTE OF 5-0.

Vice Chair Auer asked the status of the La Paz/Moulton park project. Deputy City Manager Reynolds indicated the area is being treated with weed killer and will be dormant for a period of time followed by a spray on treatment for the grass.

7. ADJOURNMENT

There being no further business before the Parks and Recreation Commission at this meeting, Chair Cooper adjourned the meeting at 7:55 pm.

DAVID REYNOLDS
DEPUTY CITY MANAGER

ATTEST:

DAN COOPER, CHAIR

APPROVED AT MEETING OF JUNE 4, 2014



City of Laguna Hills Parks & Recreation Commission Staff Report

DATE: JUNE 4, 2014

TO: PARKS AND RECREATION COMMISSION

**FROM: DAN MEEHAN
COMMUNITY SERVICES SUPERINTENDENT**

**ISSUE: 2014 LAGUNA HILLS VOLUNTEER CONNECTION DAY, ARBOR DAY AND
MULCH COLLECTION EVENT**

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

SUMMARY:

The City of Laguna Hills hosted its annual Volunteer Connection Day on Saturday, April 19, 2014. Fifty-three (53) volunteers participated in the trail clean-ups and tree planting project. In addition, 228 residents participated in a mulch collection event, provided by CR&R.

BACKGROUND:

The City of Laguna Hills hosted its annual Volunteer Connection Day on Saturday, April 19, 2014. Fifty-three (53) volunteers were welcomed by Council Members, Commissioners and staff before participating in the days projects.

Participants broke off into coordinated groups to assist in the clean-up of the Aliso Creek Trail, Veeh Ranch Trail, Juan Avila Trail and the Oso Parkway Trail. Volunteers also planted ten (10) trees in recognition of Arbor Day. The tree species included Podocarpus, Magnolia, and Cara Wood trees, all planted at Costeau Park. The volunteers concluded their work just before noon and were provided a thank you luncheon at the Laguna Hills Community Center. Lunch was donated by Mt. Mike's Pizza, Flamingo's, Chick-fil-A and Villa Roma. Staff from Villa Roma prepared food on site at the Community Center and helped serve lunch to the volunteers.

CR&R reported that 300 lbs of debris was collected and 50 percent of that amount was recycled.

New for the 2014 event was a free mulch collection event provided by CR&R. Laguna Hills residents drove through the Laguna Hills High School parking lots to collect two bags of mulch per vehicle. A total of 228 residents participated in the collection event.

FISCAL IMPACT:

The FY 2013/14 budget for Volunteer Connection Day was \$1,000. Event expenditures totaled \$510.13 for the 2014 Volunteer Connection Day.



City of Laguna Hills

Parks & Recreation Commission

Staff Report

DATE: JUNE 4, 2014

TO: PARKS AND RECREATION COMMISSION

**FROM: DAN MEEHAN
COMMUNITY SERVICES SUPERINTENDENT**

ISSUE: 2014 4th OF JULY CELEBRATION: EVENT UPDATE

**RECOMMENDATION: THAT THE PARKS AND RECREATION COMMISSION
RECEIVE AN ORAL PRESENTATION REGARDING THE 4TH OF JULY
CELEBRATION AND FIREWORKS DISPLAY.**

SUMMARY:

Staff will provide the Parks and Recreation Commission with an oral presentation regarding the status of the 2014 4th of July Celebration and Fireworks display.



City of Laguna Hills Parks & Recreation Commission Staff Report

DATE: JUNE 4, 2014

TO: PARKS AND RECREATION COMMISSION

**FROM: DAN MEEHAN
COMMUNITY SERVICES SUPERINTENDENT**

ISSUE: 2014 MEMORIAL DAY RACE: EVENT UPDATE

**RECOMMENDATION: THAT THE PARKS AND RECREATION COMMISSION
RECEIVE AN ORAL PRESENTATION REGARDING THE 2014 CITY OF LAGUNA
HILLS MEMORIAL DAY HALF MARATHON, 5K, AND 10K, HONORING THE USMC
DARK HORSE BATTALION.**

SUMMARY:

Staff will provide the Parks and Recreation Commission with an oral presentation regarding the 2014 City of Laguna Hills Memorial Day Half Marathon, 5K, and 10K, Honoring the USMC Dark Horse Battalion.



City of Laguna Hills Parks & Recreation Commission Staff Report

DATE: JUNE 4, 2014

TO: PARKS AND RECREATION COMMISSION

**FROM: DAN MEEHAN
COMMUNITY SERVICES SUPERINTENDENT**

**ISSUE: CIP 240 - COMMUNITY CENTER AND SPORTS COMPLEX SOFTBALL
FIELD IMPROVEMENTS**

**RECOMMENDATION: THAT THE PARKS AND RECREATION COMMISSION
RECEIVE THE REPORT AND PROVIDE FEEDBACK TO STAFF IN REGARDS TO A
MULTI-USE SYNTHETIC TURF FIELD.**

SUMMARY:

CIP 240 calls for improvements to the softball field to “enhance maintenance operations, player enjoyment and spectator safety.” These improvements include an infield irrigation system, hooded backstop and extended foul ball screens, along with padding on the outfield wall. Potential funding from appropriate Water Agencies that offer incentives for turf removal and synthetic turf installation has created the possibility of also installing a multi-use (baseball and softball) synthetic turf field. Staff has invited community stakeholders to attend this meeting, along with a subject matter expert to address any questions or concerns that the Commission might have regarding synthetic turf. Staff is requesting that the Parks and Recreation Commission provide feedback on the possible installation of a multi-use synthetic turf field.

BACKGROUND:

The City of Laguna Hills Capital Improvement Project 240 calls for improvements to the softball field at the Community Center and Sports Complex. Scheduled improvements include an infield irrigation system, hooded back stop and extended foul ball screens, and padding being added to the outfield wall. The work is scheduled for FY 2014/2015. Potential funding from Water Agencies that offer incentives for the removal of turf and the installation of synthetic turf has created the possibility of also installing a multi-use synthetic field, which could be used for both baseball and softball.

Currently, the field is utilized primarily for softball play, however, there are some other recreational uses taking place on the field. The Community Services Department currently runs four nights of adult softball leagues. The Girls Softball team at Laguna Hills High School also utilizes the field for game play. Laguna Hills Little League currently reserves the field for practices on Thursday evenings, and a youth softball team has occasionally practiced on the field on Saturday mornings. Finally, there are two groups that provide flag football leagues and camps that are run on the outfield portion of the field.

As the potential funding of a multi-use synthetic field surfaced, staff thought that it was important to invite community stake holders to this evenings meeting. Team managers from the City's adult softball leagues were notified about the meeting. In addition, Laguna Hills Little League was contacted, along with Laguna Hills High School Principal Brian Ferguson. A resident of Laguna Hills contacted staff about the possible upgrade to the field, along with the renovation taking place at Laguna Hills High School, and how that might create the opportunity to bring a girls softball league to the City. This individual was also invited to attend this meeting. Finally, staff contacted a representative from Field Turf (the company that is installing the synthetic turf at Laguna Hills High School) to answer questions from the public and the Commission about synthetic turf.

FISCAL IMPACT:

CIP 240 has a budget of \$200,000.

ATTACHMENT:

- CIP 240 Project Description

City of Laguna Hills Capital Improvement Project

Program: Parks

Project Name: Community Center and Sports Complex Softball Field Improvements

Project No.: 240



Description: Improvements to the softball field to enhance maintenance operations, player enjoyment and spectator safety. Additions of an infield irrigation system, hooded backstop/extended foul ball screens, and pads onto the outfield wall.

Purpose / Justification: Enhance the recreational value of this field

Other Agencies Involved: None

Outside Agencies/Entities Clearance or Coordination Needs: None

Operating Budget Impact: The infield irrigations system should reduce the staff time necessary to prepare the fields for daily use.

Source of Cost Estimates: Preliminary ☒ Based on Design ☐ Actual Bid ☐

Schedule: FY 2014-2015

Project Name: Softball Field Improvements - Community Center/Sports Complex
Project Number: 240

Site Map



Project Costs and Project Funding

	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	Future	Total
Project Costs:								
Planning/Design		25,000						25,000
Admin/Inspection		15,000						15,000
Land Acquisition								-
Construction		160,000						160,000
Equipment								-
Total Cost	-	200,000	-	-	-	-	-	200,000
Project Funding:								
General Fund								-
Gas Tax								-
Measure M2 - Local Fair Share								-
Measure M2 - Competitive								-
CARITS								-
Capital Reserve Funds								-
STIP Federal Grant								-
Other - Quimby		200,000						200,000
Other								-
Unfunded								-
Total Funding	-	200,000	-	-	-	-	-	200,000