



**CITY OF LAGUNA HILLS
PARKS AND RECREATION COMMISSION
REGULAR MEETING AGENDA
JUNE 03, 2015
7:00 PM**

Victoria Auer – Chair

**Richard Nagle - Vice Chair
Chris Mackey - Commissioner**

**Maya Douglas - Commissioner
Daniel Cooper - 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 1, 2015

RECOMMENDATION: THAT THE PARKS AND RECREATION COMMISSION APPROVE THE MINUTES OF THE APRIL 1, 2015 REGULAR MEETING.

3. PRESENTATIONS

3.1 LAGUNA HILLS LITTLE LEAGUE'S REQUEST TO REPLACE THE SCOREBOARD AT THE LITTLE LEAGUE BASEBALL FIELD LOCATED AT THE COMMUNITY CENTER AND SPORTS COMPLEX

RECOMMENDATION: THAT THE PARKS AND RECREATION COMMISSION RECEIVE AN ORAL PRESENTATION.

4. ADMINISTRATIVE REPORTS

4.1 2015 LAGUNA HILLS VOLUNTEER CONNECTION DAY, ARBOR DAY AND PAPER SHREDDING

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

4.2 SPRING QUARTER EVALUATION

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

5. INFORMATIONAL ITEMS

5.1 2015 MEMORIAL DAY RACE: EVENT UPDATE

RECOMMENDATION: THAT THE PARKS AND RECREATION COMMISSION RECEIVE AN ORAL PRESENTATION REGARDING THE 2015 CITY OF LAGUNA HILLS MEMORIAL DAY HALF MARATHON, 5K, AND 10K, HONORING THE USMC DARK HORSE BATTALION.

5.2 2015 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.

6. COMMISSIONER COMMENTS**7. ADJOURNMENT**

The next Regular Meeting of the Parks and Recreation Commission will be August 05, 2015, 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 29, 2015, at 5:00 PM.



DAVID T. REYNOLDS
DEPUTY CITY MANAGER

May 29, 2015

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
REGULAR MEETING MINUTES
APRIL 1, 2015

CALL TO ORDER

Chair Auer 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 Chair Auer.

ROLL CALL OF COMMISSION MEMBERS:

Present: Chair Auer, Vice Chair Nagle, Commissioner Cooper, Commissioner Douglas

Absent: Commissioner Mackey

STAFF PRESENT: Dan Meehan, Community Services Superintendent; Jaime Ballard, Administrative Assistant.

1. PUBLIC COMMENTS

2. MINUTES

2.1 REGULAR MEETING MINUTES, APRIL 01, 2015

**MOTION TO APPROVE THE MINUTES OF THE APRIL 1, 2015 REGULAR MEETING BY COMMISSIONER COOPER, S/VICE CHAIR NAGLE.
APPROVED BY A VOTE OF 4-0.**

3. PRESENTATIONS

4. ADMINISTRATIVE REPORTS

4.1 2015 4TH OF JULY CELEBRATION PRE EVENT REPORT

Community Services Superintendent Meehan provided an oral summary of the

report.

Let the record reflect the arrival of Commissioner Mackey at 7:03 pm.

Chair Auer stated in year's past there were architectural renderings of projects throughout the City that were a big hit with the public in the City's Information Booth and suggested them for this year's event. Commissioner Cooper suggested updates or renderings of the Laguna Hills Mall project.

IT WAS THE CONSENSUS OF THE COMMISSION TO RECEIVE AND FILE THE REPORT.

5. INFORMATIONAL ITEMS

5.1 2015 WINTER QUARTER EVALUATION

Superintendent Meehan provided an oral summary of the report.

IT WAS THE CONSENSUS OF THE COMMISSION TO RECEIVE AND FILE THE REPORT.

6. COMMISSIONER COMMENTS

Vice Chair Nagle summarized an email sent by Deputy City Manager Reynolds relative to the "Holiday and Banner Program" and asked staff if the Parks and Recreation Commission needs to bring this item in front of the City Council in the next Fiscal Year for approval. Superintendent Meehan indicated staff would bring this item to City Council as next year's event approaches. Mr. Meehan indicated he was preparing a policy on the banner program specific to the "Tribute Banners" which included the same location and length of time as this year's event. Superintendent Meehan indicated the completed policy would be presented to the City Council in June of 2015.

Commissioner Mackey asked if there would be a staff report responding to the public's request for a list of chemicals and pesticides used within the City of Laguna Hills. Superintendent Meehan stated he would follow up with the City's Parks Supervisor; Jan Frainie to see if an email had been drafted and sent out.

Chair Auer requested a list of usage for reclaimed water throughout the City of Laguna Hills.

Commissioner Cooper thanked staff for their hard work and expressed how thankful he was for their hard work.

Superintendent Meehan provided an update on Volunteer Connection Day projects

and indicated the City would be hosting a shredding event in conjunction with Volunteer Connection Day. Mr. Meehan stated the City will not be hosting the mulch give-a-way this year in conjunction with Volunteer Connection Day.

7. ADJOURNMENT

There being no further business before the Parks and Recreation Commission at this meeting, Chair Auer adjourned the meeting at 7:21pm.

DAVID REYNOLDS
DEPUTY CITY MANAGER

ATTEST:

VICTORIA AUER, CHAIR

APPROVED AT MEETING OF JUNE 3, 2015



City of Laguna Hills Parks & Recreation Commission Staff Report

DATE: June 3, 2015

TO: PARKS AND RECREATION COMMISSION

FROM: DAN MEEHAN
COMMUNITY SERVICES SUPERINTENDENT

ISSUE: 2015 LAGUNA HILLS VOLUNTEER CONNECTION DAY, ARBOR DAY AND
PAPER SHREDDING

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 18, 2015. Sixty (60) volunteers participated in the trail clean-ups and tree planting project. In addition, 130 participants dropped off 3,150lbs of documents for shredding during a four hour time period from 8am-12pm.

BACKGROUND:

The City of Laguna Hills hosted its annual Volunteer Connection Day on Saturday, April 18, 2015. Sixty (60) volunteers were welcomed by Council Member Carruth, Commissioners and staff before participating in the day's 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 Edison Easement 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 Mandeville 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 1,380 lbs of debris was collected and 50 percent of that amount was recycled.

FISCAL IMPACT:

The FY 2014/15 budget for Volunteer Connection Day was \$1,000. Event expenditures totaled \$261.13 for the 2015 Volunteer Connection Day.



City of Laguna Hills

Parks & Recreation Commission

Staff Report

DATE: JUNE 3, 2015

TO: PARKS AND RECREATION COMMISSION

FROM: DAN MEEHAN
COMMUNITY SERVICES

ISSUE: SPRING QUARTER EVALUATION

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

SUMMARY:

At the conclusion of each quarter, staff prepares a summary of Community Services Programs and a staff level critique of the City's quarterly offerings to keep the Commission apprised of the accomplishments and out comings of the Department. A total of 1,089 participants were enrolled in programs for the spring 2015 quarter. Revenue for the winter quarter totaled \$63,442.

BACKGROUND:

A number of recreation programs were successful during the spring quarter. In the Excursion category, the Star Party at the Griffith Observatory Excursion was sold out, for the third year in a row, with twenty (22) participants attending

The Circle of Friends program continued to offer its monthly events, with the highlight of the spring season again being the Bowling Night with twenty-four (24) participants. Table 3 provides an event attendance comparison for the Circle of Friends Bowling Nights for the previous three years.

Table 1: Circle of Friends Bowling Night Attendance Comparison

2013	2014	2015
21	15	24

Efforts are being made to raise money for the 2015 Special Olympics World Games Host Town efforts. To date, two restaurant fundraisers have been held. Participating restaurants have included Mountain Mike's Pizza (Laguna Hills & Lake Forest), Ruby's Diner (Laguna Hills), Rubio's Baja Grill (Laguna Hills/Lake Forest), and Buffalo Wild Wings (Lake Forest). Another fundraiser is scheduled for Wednesday, June 10. Staff are also reaching out to local service organizations to provide volunteers as well as help us in our fundraising efforts.

ATTACHEMENTS:

- Spring Activities Enrollment totals for 2014 and 2015

Exhibit A

Spring 2015 Enrollment Summary

Spring 2014/2015

(Blank Cells Represent No Class/Activity Offered)

CLASS	Spring 2015			Spring 2014		
	Res	NonRes	Total	Res	NonRes	Total
Adult Basketball League: Open League	0	0	0	0	0	0
Adult Basketball League: 30 & Over			0			
Adult Open Gym Basketball	7	18	25	3	5	8
Adult Softball - Comp Co-Ed			0	0	0	0
Adult Softball League: "D" Level			0	66	44	110
Adult Softball League--Men's Lower D			0			
Adult Softball League--Men's Upper C			0			
Adult Softball League--Men's Upper D			0			
Adult Volleyball Co-Ed			0			
Adult Volleyball League--Womens	0	0	0	0	0	0
After School Sports Track & Field-Lomarena	35	10	45	27	2	29
After School Sports Track & Field-San Joaquin	6	0	6	8	5	13
After School Sports Track & Field-Valencia	46	1	47	28	1	29
Aikido	12	29	41	21	18	39
All Sorts of Sports				6	4	10
Animal Safari				0	0	0
Ballet				8	6	14
Ballet I	10	1	11			
Ballet II*	5	8	13			
Beginning Ballroom Dance	4	24	28	0	2	2
Beginning Guitar	1	0	1			
Beginning Ukulele	0	0	0			
Beg/Int/Adv Drawing & Painting	7	3	10	6	2	8
Belly Dancing I	0	6	6	3	17	20
Belly Dancing II	4	8	12	2	6	8
Belly Dancing III & IV	0	6	6	0	11	11
Ceramics Creations				0	0	0
Children & Teen Open Gym	9	7	16	0	0	0
Children's Adv/Beg Tennis				6	0	6
Children's Beginning Tennis				4	1	5
Children's Running Program	17	5	22	20	11	31
Children's Spring Concert			0			
Circle of Friends Bowling Night	15	9	24	8	7	15
Circle of Friends Pizza & Movie Night	16	10	26	8	6	14
Circle of Friends Spring Dance/Summer Kick-Off Dance			0	20	18	38
Classic Combo A	5	9	14	7	13	20
Classic Combo B	4	4	8	3	8	11
Classic Combo C				3	7	10
Clay Adventures	0	0	0			
Community Dance Troupe				2	5	7
Contemporary	3	3	6			
Dance Badge Workshop for Brownies	7	45	52			
Do, Re, Mi Musical Me				0	0	0
Earth Day Laguna Hills						
Fossil Finder Fossil Fixer (School Tour)	57	38	95			
Fossil Finders Fossil Fixers (EC Class)			0			
Funk Fitness	0	0	0	9	4	13
Gentle Yoga	10	9	19	5	5	10
Hip Hop				14	9	23
Hip Hop I	4	2	6			
Hip Hop II*	3	1	4			
Hip Hop III*	2	1	3			
How to Sell on eBay!	0	0	0	0	0	0
Jazz I	7	3	0			
Jazz II*	0	0	0			
Jazz III*	0	6	0			

Exhibit A

(Blank Cells Represent No Class/Activity Offered)

CLASS	Spring 2015			Spring 2014		
	Res	NonRes	Total	Res	NonRes	Total
Jazz IV*	3	2	0			
Jazz V*	1	1	0			
Jazz III				2	3	5
Kindergarten, Here I Come!	7	8	15	6	10	16
Kundaline Yoga				2	4	6
Late Night Flashlight Egg Hunt				69	53	122
Lyrical I*	0	5	5			
Lyrical III/IV*	1	2	3			
Lyrical II				6	3	9
Lyrical (Level III)				2	3	5
Mediterranean Hand Drumming: Level I	0	5	5	0	1	1
Mediterranean Hand Drumming: Level II	0	3	3	0	3	3
Messy Muddy Hands and Toes				0	0	0
Middle School Dance	109	128	237	195	130	325
Mini Excursion to the Getty Villa				5	5	10
Mr. Bunny and Friends				40	14	54
Music Together	11	14	25	5	14	19
My First Classroom				5	5	10
Parent and Tot Clay Time				0	0	0
Parents Night WITHOUT the Kids!				9	2	11
Performance Technique-Instructor Approval Required				3	0	3
Play Dough Picasso				1	4	5
Playtime!	13	13	26	17	15	32
Pre Ballet	4	4	8			
Preschool Dance I	11	7	18	10	8	18
Preschool Dance II - Tap, Ballet & Pre-Jazz Combo	6	10	16	10	11	21
Qigong for All	3	2	5			
Sing Dance and Play Music Class	0	0	0			
Soccer Starters				6	4	10
Star Party at the Griffith Observatory	18	4	22	16	6	22
Supersitters				0	0	0
Tap II*	2	2	4			
Tap III/IV*	3	4	7			
Tap/Jazz II- Instructor Approval Required				3	5	8
Tap & Jazz III				5	2	7
Teen and Adult Intermediate Tennis				0	0	0
Tunes and Tales	12	8	20	22	20	42
Voice Lessons	4	1	5			
Volunteer Connection Day	43	17	60	30	20	50
Walking Tour of Union Station & Olvera Street	7	4	11			
Yoga Basics	12	4	16	10	5	15
Zumba	21	3	24	27	2	29
Zumba (3 Month Option)	7	1	8	7	1	8
Enrollment Totals:	594	518	1089	800	570	1370
	55%	48%		58%	42%	
Total Classes offered:			103			114



City of Laguna Hills

Parks & Recreation Commission

Staff Report

DATE: JUNE 3, 2015

TO: PARKS AND RECREATION COMMISSION

**FROM: DAN MEEHAN
COMMUNITY SERVICES SUPERINTENDENT**

ISSUE: 2015 MEMORIAL DAY RACE: EVENT UPDATE

RECOMMENDATION: THAT THE PARKS AND RECREATION COMMISSION RECEIVE AN ORAL PRESENTATION REGARDING THE 2015 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 2015 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 3, 2015

TO: PARKS AND RECREATION COMMISSION

**FROM: DAN MEEHAN
COMMUNITY SERVICES SUPERINTENDENT**

ISSUE: 2015 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 2015 4th of July Celebration and Fireworks display.

