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**AGENDA  
CITY OF COSTA MESA  
SPECIAL PARKS AND RECREATION COMMISSION MEETING**

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**NOVEMBER 19, 2014  
CITY COUNCIL CHAMBERS, 77 FAIR DRIVE  
5:15 P.M. AGENDA REVIEW (ROOM 3A)  
6:00 P.M. MEETING**

**Byron de Arakal**  
Chairman

**Kim Pederson**  
Vice Chairman

**Donald Harper**  
Commissioner

**Dean Abernathy**  
Commissioner

**Robert Graham**  
Commissioner

**Commission Meetings**

The Costa Mesa Parks and Recreation Commission meets the fourth Thursday of each month, with the exception of no meeting held in December, at 6:00 p.m. in the Council Chambers at City Hall, 77 Fair Drive. All Parks and Recreation Commission meetings are open to the public.

**Commission Membership**

The Parks and Recreation Commission consist of five Costa Mesa Residents appointed by the City Council. The Chairperson and Vice Chairperson are elected by the Parks and Recreation Commission.

**Agenda Reports**

Written reports are available for all items on this agenda. Reports may be obtained in the office of the Recreation Department, on the third floor of City Hall, 77 Fair Drive, Costa Mesa. For further information regarding items on this agenda, please call (714) 754-5009.

**Appeals Procedure**

A decision of the Commission will become final seven days following the action, unless there is an appeal. Applications for appeals or re-hearings are available in the City Clerk's office. For further information, please call (714) 754-5221.

**Note regarding agenda-related writings or documents provided to a majority of the Parks and Recreation Commission after distribution of the City Council agenda packet (GC §54957.5):**

Any related writings or documents provided to a majority of the Parks and Recreation Commission after distribution of the Parks and Recreation Commission Agenda Packets will be made available for public inspection. Binders containing these agenda-related documents are located in the Council Chambers lobby. In addition, such writings and documents may be posted—whenever possible or as part of the agenda—on the city's website at [www.costamesaca.gov](http://www.costamesaca.gov).

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## WELCOME TO THE COSTA MESA PARKS AND RECREATION COMMISSION

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### Parks and Recreation Commission

The Parks and Recreation Commission (PRC) functions as an advisory body to the City Council and is authorized by Ordinance 90-13 to make such studies, investigations and hold public hearings as it may deem necessary for the formulation of policies or to determine the wisdom and efficiency of existing policies, plans and procedures, or to determine an action program to pursue the implementation of the City of Costa Mesa open space plan and report its finding and recommendations to the City Council, the Asst. CEO, and/or the CEO.

The Commission recommends to the City Council the acceptance or rejection of offers or donations of money, personal property, or real estate to be used for various programs; to solicit the cooperation of school authorities and other public and private agencies concerned with the parks, recreation facilities and parkways of the City; and to recommend and make findings to the City Council on the necessity for removal of parkway trees as provided in Title 15, Chapter 1, Section 15-11 (2) of this Code, and the necessity for terms and conditions for retention of trees as provided in Title 15, Chapter 1, Section 15-11 (3)(c) of this Code.

**Public Comments – Matter Not Listed On The Agenda:** If you wish to address the Parks and Recreation Commission on a matter not on the agenda, please complete and submit a blue speaker card to the PRC Secretary. Speaker cards must be submitted prior to the Public Comment period. Each speaker is limited to three minutes.

**Public Comments – Matter Listed On The Agenda:** If you wish to address the Parks and Recreation Commission on a matter listed on the agenda, please complete and submit a blue speaker card to the PRC Secretary prior to the start of Public Comments on the item. Please identify which item on the agenda you would like to address. Each speaker is limited to three minutes.

Speaker cards are located on the table at the entrance to the City Council Chambers and on the short wall directly behind the PRC Secretary. The Chairman will call speakers to the podium in the order the blue speaker cards were submitted.

For each item on the agenda, staff will present a brief description and a recommendation. The Commissioners will then have the opportunity to question staff regarding the Staff Report and the recommendation. The applicant or authorized agent will then be invited to make a presentation and to respond to any questions from the Commission. Members of the audience wishing to speak regarding the issue will then be invited by the Chairman to provide testimony. At the conclusion of the public testimony, the Chairman will close the public comments and the Commission will discuss and take action on the recommendation. No additional testimony may be given after the public comments period is closed.

Those wishing to speak on an item are asked to come forward to the podiums on either side of the Chambers, to speak into the microphone, and to state their name and address for the taped record.

It is the intention of the City of Costa Mesa to comply with California Government Code Section 54961 and the Americans with Disabilities Act ("ADA") in all respects. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at (714) 754-5225. Notification of 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR 35.102.35.104 ADA Title II].

**SPECIAL MEETING OF THE PARKS AND RECREATION COMMISSION  
COUNCIL CHAMBERS, 77 FAIR DRIVE  
November 19, 2014  
5:15 P.M. AGENDA REVIEW (Room 3A)  
6:00 P.M. MEETING**

**AGENDA**

1. **Call to Order** . . . Chair de Arakal
2. **Pledge of Allegiance** . . . Commissioner Harper
3. **Roll Call**
4. **Approval of the Minutes of the September 25, 2014 Regular Meeting of the PRC.**
5. **Public Comments** - To ensure fair and equal treatment of all who appear before the Parks and Recreation Commission, and to expedite City business, speakers will be limited to three (3) minutes during Public Comments. The three-minute per speaker time limit may be extended for good cause by the Chairman, or by majority vote of the Commission. Please fill out a blue speaker card and hand it to the Commission Secretary. Please state your name and the city in which you reside, for the record.
6. **Consent Calendar** – All matters listed under the Consent Calendar are considered to be routine and will be enacted in one motion in the form listed below. There will be no separate discussion of these items prior to the time the Commission votes on the motion, unless members of the Commission, staff, or the public request specific items to be removed from the Consent Calendar. These items will be discussed and voted upon immediately following Commission action on the remainder of the Consent Calendar.

Upon invitation by the Chairman, members of the public who wish to discuss Consent Calendar items should come forward to the microphone, state your name, the city in which you reside, and the item number.

**STAFF RECOMMENDATION**

a) [Aquatic Instructional Class Proposal](#)

Approve

7. **Public Hearing**

No items.

**STAFF RECOMMENDATION**

**8. Old Business**

- |  |         |
|--|---------|
| a) <a href="#">Tree Removal Request – 3126 Cork Lane</a>                 | Deny    |
| b) <a href="#">City Park Signage and Establishment of Park Districts</a> | Approve |

**9. New Business**

No items.

**10. Maintenance Services Manager’s Report**

**11. Recreation Manager’s Report**

**12. Report Presentation – Parks Project Manager**

**13. [Report Presentation – Fairview Park Annual Report](#)**

**14. Commissioner’s Comments**

**15. Adjournment**

**The next regular Commission meeting is Thursday, January 22, 2015**

**NOTE: Agenda related writings or documents provided to a majority of the Parks & Recreation Commission members after distribution of the Commission Agenda Packet (GC 54957.5):**

Any writings or documents provided to a majority of the Parks & Recreation Commission members regarding any item on this agenda will be made available for public inspection at the Public Services Department – Recreation Division Counter on the 3<sup>rd</sup> floor of City Hall located at 77 Fair Drive, Costa Mesa, during normal business hours. In addition, such writings and documents may be posted, whenever possible, on the City’s website at [www.costamesaca.gov](http://www.costamesaca.gov) as part of the subject agenda.