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

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**MARCH 28, 2019  
COSTA MESA SENIOR CENTER, 695 W. 19<sup>TH</sup> STREET  
5:15 P.M. AGENDA REVIEW (ROOM 102)  
6:00 P.M. MEETING (ROOM 101)**

**Liz McNabb**  
Chair

**Derek DeCicco**  
Commissioner

**Jim Erickson**  
Commissioner

**Cassius Rutherford**  
Commissioner

**Sara Fahy**  
Commissioner

**Commission Meetings**

The Costa Mesa Parks and Recreation Commission meets the fourth Thursday of each month, at 6:00 p.m. in Room 101 at the Costa Mesa Senior Center, 695 W. 19<sup>th</sup> Street with the exception of no meeting held in December. 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 Parks & Community Services 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 Parks & Community Services Department. 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)

**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 Assistant City Manager, and/or the City Manager.

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:** Members of the public desiring to speak during the Public Comments period on a matter not on the agenda are not required to submit a speaker card but may choose to voluntarily complete a card for facilitation of the minutes and possible follow-up to their comments. Members of the public shall only address the Parks and Recreation Commission one time at any given meeting for non-agenda items. Each speaker is limited to three minutes. Any written communications, photos, or other material for presentation, copying and/or distribution to the Parks and Recreation Commission must be submitted to the Commission Secretary NO LATER THAN NOON. If the public wishes to submit written communication, photos, or other material for distribution to the Parks and Recreation Commission at the meeting AFTER NOON, 10 copies will need to be provided for distribution. Please note that NO copies will be made AFTERNOON. **Please note that there is not an overhead projector available for this meeting.**

**Public Comments – Matter Listed On The Agenda:** Members of the public desiring to speak during the Public Comments period on a matter listed on the agenda are not required to submit a speaker card but may choose to voluntarily complete a card for facilitation of the minutes and possible follow-up to their comments. Each speaker is limited to three minutes.

Speaker cards are located on the table at the entrance to the meeting room. The Chair 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 Chairperson to provide testimony. At the conclusion of the public testimony, the Chairperson 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. Any written communications, photos, or other material for presentation, copying and/or distribution to the Parks and Recreation Commission must be submitted to the Commission Secretary NO LATER THAN NOON. If the public wishes to submit written communication, photos, or other material for distribution to the Parks and Recreation Commission at the meeting AFTER NOON, 10 copies will need to be provided for distribution. Please note that NO copies will be made AFTER NOON. **Please note that there is not an overhead projector available for this meeting.**

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 of 1990, Assistive Listening headphones located inside the Council Chambers are available at all Costa Mesa City Council meetings and can be checked out from the City Clerk. If you need special assistance to participate in this meeting, please contact the City Clerk at (714) 754-5225. Notification at least 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]. Language translation services are available for this meeting by calling (714) 754-5225 at least 48 hours in advance. Habrá servicio de interpretación disponible para éstas juntas llamando al (714) 754-5225 por lo menos con 48 horas de anticipación.

**MEETING OF THE PARKS AND RECREATION COMMISSION**  
**COSTA MESA SENIOR CENTER, 695 W 19<sup>th</sup> Street (Room 101)**  
**MARCH 28, 2019**  
**5:15 P.M. AGENDA REVIEW (Room 102)**  
**6:00 P.M. MEETING**

**AGENDA**

1. **Call to Order** . . . Chair McNabb
2. **Pledge of Allegiance** . . . Commissioner Rutherford
3. **Roll Call**
4. [Approval of the Minutes of the February 28, 2019 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 Chairperson, 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. **Commissioner Comments**
7. **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 Chairperson, 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) [Instructional Class Proposal](#)

Approve

8. **Old Business**

No Items

9. **New Business**

a) [Donation of Outdoor Musical Instrument Equipment at the Mesa Verde Library](#)

Approve

10. [Parks & Community Services Director's Report](#)
11. Adjournment

**The Next Regular Meeting of the Parks and Recreation Commission  
is Thursday, April 25, 2019 at the Costa Mesa Senior Center, 695 W. 19<sup>th</sup> Street**