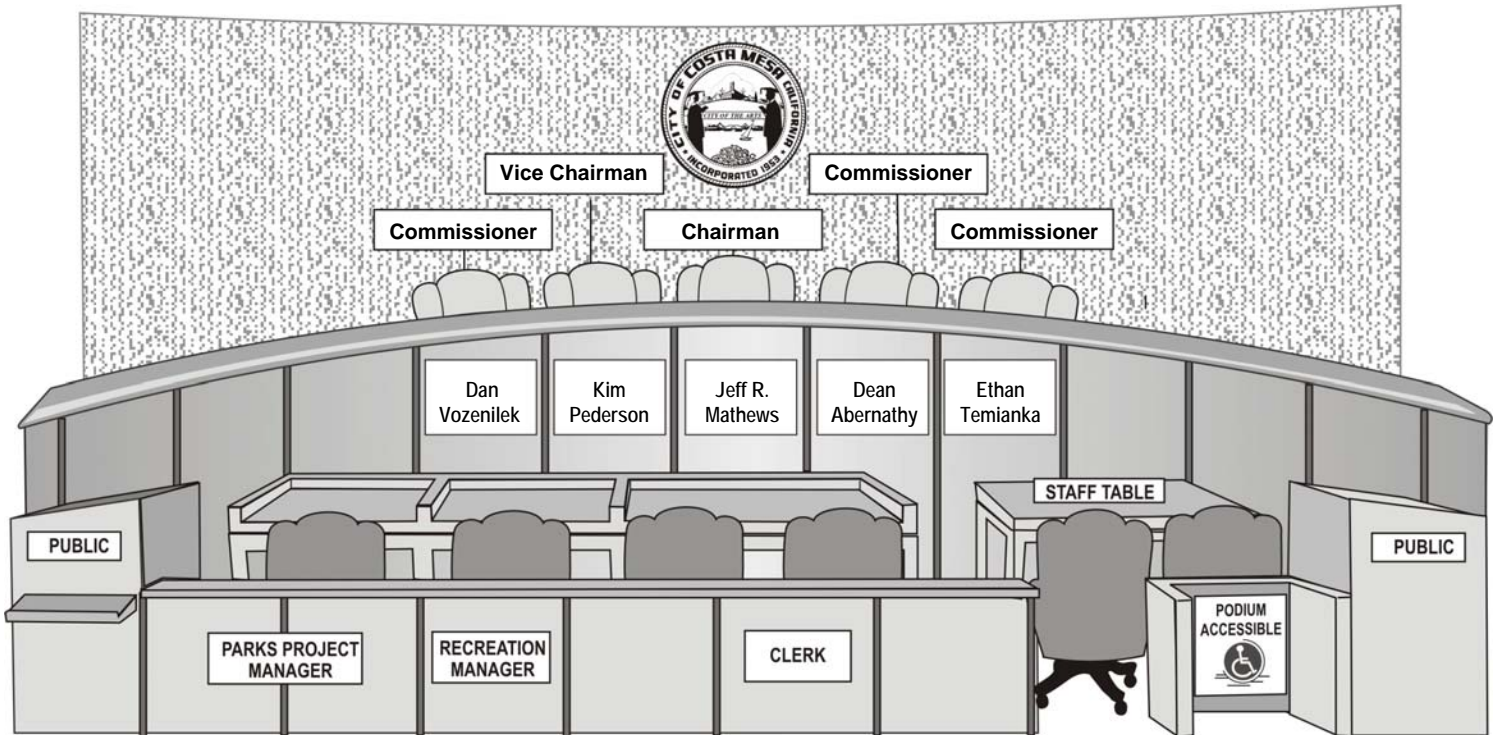


**PARKS AND RECREATION COMMISSION
AGENDA
MEETING OF: NOVEMBER 16, 2011**



WELCOME TO THE COSTA MESA PARKS AND RECREATION COMMISSION

FOR YOUR INFORMATION:

Commission Meetings

The Costa Mesa Parks and Recreation Commission meets on the fourth Wednesday of odd months 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 Administrative Services Department – Recreation Services Division, on the third floor of City Hall, 77 Fair Drive, Costa Mesa. For further information regarding items on this agenda, please call (714) 754-5300.

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.

Parks and Recreation Commission

The Parks and Recreation Commission 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 City Manager, the Administrative Services Director, or the Public Services Director.

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 Hearing Process

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 hearing and the Commission will discuss and take action on the recommendation. No additional testimony may be given after the public hearing is closed.

Those wishing to speak on an item are asked to come forward to the podiums on either side of the Chambers, speak into the microphone, state your name and city in which you reside for the taped record. The Chairman may establish time limits for speakers on those items for which a large number of people are anticipated to provide testimony.

Members of the audience who wish to speak on any item NOT on the agenda will be invited to come forward during the "Oral Communications" portion of the agenda.

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. If as an attendee or participant at the meeting, you will need special assistance beyond what is normally provided, the City of Costa Mesa will attempt to accommodate you in every reasonable manner. Please contact Julie Folcik, City Clerk, at (714) 754-5221; TDD (714) 754-5244, at least forty-eight (48) hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at the time you will need accommodations to attend or participate in meetings on a regular basis.

**PARKS AND RECREATION COMMISSION
COUNCIL CHAMBERS, 77 FAIR DRIVE
NOVEMBER 16, 2011
5:15 P.M. AGENDA REVIEW
6:00 P.M. MEETING**

AGENDA

1. **Call to Order** . . . Chairman Jeff R. Mathews

2. **Pledge of Allegiance** . . . Commissioner Dan Vozenilek

3. **Roll Call**

4. **Approval of the Minutes of the September 28, 2011 Meeting**

5. **Presentation**
 - a. Park Ranger Overview

6. **Oral Communications** – 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 Oral Communications. 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 state your name and the city, in which you reside, for the record.

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

STAFF RECOMMENDATION

No items

8. **Public Hearing**

No items

STAFF RECOMMENDATION

9. Old Business

- a. [Park Tours](#)

10. New Business

- a. [Renewal of the User Agreement with the Harbor Soaring Society and Review of Flying Field Improvements at Fairview Park](#) Recommend to City Council with conditions
 - [Agenda Related Documents](#)
- b. [Community Gardens](#) Provide staff direction
 - [Agenda Related Documents](#)
- c. [Tree Removal Request – 2822 Ellesmere Avenue](#) Deny
- d. [Pacific Arts Plaza – Request for Street Tree Removal at 655-675 Anton Boulevard](#) Approve
- e. [Tree Removal Request – 1696 Newport Boulevard](#) Provide staff direction
- f. [Athletic Field Use and Allocation Policy Recommendations](#) Provide staff direction
- g. [Fairview Park Annual Report](#) Approve
- h. [Landscape/Beautification Award Program](#)

11. [Parks Project Manager’s Report](#)

12. Commissioner’s Comments

13. Adjournment

The Joint Special Meeting of the City of Costa Mesa Parks & Recreation Commission and the City of Newport Beach Parks, Beaches & Recreation Commission on December 7, 2011.

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 Administrative Services Department – Recreation Division Counter on the 3rd 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.ci.costa-mesa.ca.us as part of the subject agenda.