

**MINUTES OF THE SPECIAL MEETING OF THE  
CITY OF COSTA MESA PARKS AND RECREATION COMMISSION**

**November 19, 2014**

*These meeting minutes represent an “action minute” format, with a concise summary of the meeting. A video of the meeting may be viewed on the City’s website at [www.costamesaca.gov](http://www.costamesaca.gov), or purchased on DVD, upon request.*

**1. Call to Order**

The meeting was called to order by Chairman de Arakal at 6:00 p.m. in the Council Chambers at Costa Mesa City Hall, 77 Fair Drive, Costa Mesa, California.

**2. Pledge of Allegiance - Commissioner Harper**

**3. Roll Call**

Commissioners Present: Commissioner Dean Abernathy  
Vice Chair Kim Pederson  
Chair Byron de Arakal  
Commissioner Donald Harper  
Commissioner Robert Graham

Commissioners Absent: None

Staff Present: Tammy Letourneau, Asst. CEO  
Travis Karlen, Recreation Manager  
Bart Mejia, Parks Projects Manager  
Bruce Hartley, Maintenance Services Manager  
Terri West, Recording Secretary

**4. Approval of the Minutes of the September 25, 2014 Meeting**

**MOTION** made by Commissioner Graham, seconded by Vice Chair Pederson to approve the minutes of the September 25, 2014 Meeting.

The motion carried by the following roll call vote:

Ayes: Commissioner Abernathy, Vice Chair Pederson, Chair de Arakal, Commissioner Harper, and Commissioner Graham.

Nays: None

Absent: None

Motion Carried: 5-0

**5. Public Comments**

Mark Harris – Costa Mesa Resident, thanked PRC for recent tree removal.

**6 Consent Calendar**

6a) Aquatic Instructional Class Proposal

**MOTION** made by Vice Chair Pederson, seconded by Commissioner Harper, to approve fees for one new aquatic instructional class.

**MOTION** made by Vice Chair Pederson, seconded by Commissioner Harper, to approve fees for one new aquatic instructional class. The motion carried by the following roll call vote:

Ayes: Commissioner Abernathy, Vice Chair Pederson, Chair de Arakal, Commissioner Harper, and Commissioner Graham.

Nays: None

Absent: None

Motion Carried: 5-0

**7. Public Hearing**

**None**

**8. Old Business**

**8a) Tree Removal Request – 3126 Cork Lane**

Mr. Hartley presented the staff report.

Applicant not present.

Public Comments: None

**MOTION** made by Commissioner Harper, seconded by Vice Chair Pederson, to deny request to remove tree from 2016 Arnold Street. The motion carried by the following roll call vote:

Ayes: Commissioner Abernathy, Vice Chair Pederson, Chair de Arakal, Commissioner Harper, and Commissioner Graham.

Nays: None

Absent: None

Motion Carried: 5-0

**8b) City Park Signage and Establishment of Park Districts**

Mr. Karlen presented the staff report.

Public Comments: ~~None~~

Mark Harris – Costa Mesa Resident, spoke regarding Park Ranger’s and thinks they should be under Parks and Community Services Department control and the need to add more.

**MOTION MADE** by Chair de Arakal, seconded by Commissioner Abernathy, to approve signage as shown in Attachment A, to adopt a Policy to establish 5 Park Districts and assign a Commissioner, by lottery, to each district, rotating every 2 years, to add Jack Hammett Complex to District 1 and Harper Park to District 3, to establish a procedure for a commissioner to ‘opt out’ and require twice annual reports be presented in April and October. The motion carried by the following roll call vote:

Ayes: Commissioner Abernathy, Vice Chair Pederson, Chair de Arakal, and Commissioner Graham.

Nays: Commissioner Harper.

Absent: None

Motion Carried: 4-1

**9. New Business**

No items.

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

Mr. Hartley presented the report.

**11. Recreation Manager's Report**

Mr. Karlen presented the report.

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

Mr. Mejia presented the report.

**13. Report Presentation – Fairview Park Annual Report**

Mr. Mejia presented the report.

**14. Commissioner's Comments**

Commissioner Abernathy suggested ride-along with park ranger and to get in touch with Matt Pallo

Commissioner Graham thanked staff for all their hard work.

Vice Chair Pederson asked staff to look into portable turf.

Chair de Arakal suggested that PRC also ride along with a sworn officer in the evening to see problems and security issues. Asked Mr. Hartley for a 'Broadway Tree' report.

Mr. Hartley spoke regarding lack of funds to replace all 5 trees, but since it was under \$30K, he would look into discretionary funds at end of year.

Chair de Arakal spoke of 'Quimby' money for park impact from new developments. Stressed that PRC must be involved.

Chair de Arakal Katrina Foley and Jim Righeimer on their City Council elections.

**15. Adjournment**

The meeting was adjourned at 8:03 p.m. to the next Regular Meeting of the City of Costa Mesa Parks and Recreation Commission at 6:00 p.m. in the Council Chambers.

Prepared by:

Submitted by:

---

TERRI A. WEST, SECRETARY  
PARKS AND RECREATION COMMISSION

---

TAMARA LETOURNEAU  
ASSISTANT CHIEF EXECUTIVE OFFICER