

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

March 24, 2010

The Parks and Recreation Commission of the City of Costa Mesa, California met in regular session at 6:00 p.m. on Wednesday, March 24, 2010, in the Council Chambers at City Hall, 77 Fair Drive, Costa Mesa, California.

1. Call to Order: Chairman Kurt M. Galitski

2. Pledge of Allegiance: Commissioner Jeff R. Mathews

3. Roll Call

Commissioners Present: Chairman Kurt M. Galitski
Vice Chairman Mike Brumbaugh
Commissioner Jeff R. Mathews
Commissioner Kim Pederson
Commissioner Terry Shaw

Commissioners Absent: None.

Officials Present: Mr. Peter Naghavi, Director of Public Services
Mr. Stephen N. Mandoki, Director of Administrative Services
Mr. Bart Mejia, Parks Project Manager
Mr. Bruce A. Hartley, Maintenance Services Manager
Ms. Jana M. Ransom, Recreation Manager
Mr. Robby Waite, Acting Recreation Supervisor
Mr. Michael Brandenburger, Assistant Recreation Supervisor
Ms. Lindsay Cutrell, Recreation Coordinator
Ms. E.J. Hartloff, Recreation Coordinator
Ms. Cecily Renteria, Recreation Specialist

4. Election of Chairperson and Vice Chairperson

Mr. Peter Naghavi presented the report.

Public input was requested by Chairman Kurt M. Galitski. No public input was received.

Commissioner Jeff R. Mathews nominated Mike Brumbaugh for the Chairman position.

Motion made by Commissioner Jeff R. Mathews, seconded by Commissioner Kim Pederson and carried five to zero, to approve the nomination of Mike Brumbaugh for the position of Chairman for the Parks and Recreation Commission.

Chairman Mike Brumbaugh declared the Vice Chairman position vacant and called for nominations.

Public input was requested by Chairman Mike Brumbaugh on the selection of a Vice Chairman. No public input was received.

Motion made by Commissioner Kurt M. Galitski, motion failed due to lack of second, to approve the nomination of Jeff R. Mathews for the position of Vice Chairman for the Parks and Recreation Commission.

Motion made by Chairman Mike Brumbaugh, seconded by Commissioner Jeff R. Mathews and carried five to zero, to approve the nomination of Terry Shaw for the position of Vice Chairman for the Parks and Recreation Commission.

5. **Approval of the Minutes of the January 27, 2010 Meeting**

Motion made by Vice Chairman Terry Shaw, seconded by Commissioner Kim Pederson and carried five to zero, to approve the minutes of the January 27, 2010 Parks and Recreation Commission meeting.

6. **Presentation**

6a. **Chairperson's Award: Richard Gomez**

7. **Oral Communications**

Public Comment:

Gary Parkin

Resident, Costa Mesa

Mr. Parkin voiced his concerns to the Commission in regards to the installation of trees on Fairview Road between the I-405 and Baker Street.

Discussion between Commissioner Kurt M. Galitski and Mr. Naghavi ensued on the size of trees that will be installed at the location that Mr. Parkin mentioned, and on the tree growth.

8. **Consent Calendar**

Public comment was requested by Chairman Mike Brumbaugh. No public comments were received.

8a. **Donation of Tree and Memorial Plaque at Estancia Park**

Motion made by Vice Chairman Terry Shaw, seconded by Commissioner Kurt. M. Galitski and carried five to zero, to accept the donation of a tree and memorial plaque at Estancia Park.

9. **Public Hearing**

Chairman Mike Brumbaugh stated that public comments will be accepted after the Commission hears all items listed under Public Hearing.

9a. **New Instructional Class Fee Proposals and Increases**

The report was presented by Ms. E.J. Hartloff.

Motion made by Commissioner Kim Pederson, seconded by Commissioner Kurt. M. Galitski and carried five to zero, to approve fee increases for 44 existing instructional classes as proposed in Attachments "A", "B", and "C", and approve fees for 12 new contract instructional classes as proposed in Attachments "D" and "E".

9b. **Aquatic Program Fee Increase**

Ms. Cecily Renteria presented the report.

Motion made by Vice Chairman Terry Shaw, seconded by Commissioner Kurt. M. Galitski and carried five to zero, to approve fee increases for the following aquatic programs:

- Youth Swim Lesson program from \$36 a session to \$40 a session
- Adult Swim Lesson program from \$36 a session to \$43 a session
- Youth Aqua Camp program from \$26 a session to \$30 a session

9c. **Teen Camp Program Fee Increase**

The report was presented by Mr. Michael Brandenburger.

Discussion between Vice Chairman Terry Shaw and Mr. Brandenburger took place on whether or not the participant attendance will support the price increase.

Discussion between Commissioner Kurt M. Galitski and Mr. Brandenburger occurred on whether or not this program falls under the Mostly Supported Activities in the Cost Recovery Guidelines.

Motion made by Vice Chairman Terry Shaw, seconded by Commissioner Kurt. M. Galitski and carried four to one, with Chairman Mike Brumbaugh voting "No", to approve a fee increase for the Teen Camp Program (Attachment A) from \$125 a week to \$150 a week.

9d. Adult Basketball Program Fee Increase

Mr. Michael Brandenburger presented the report.

Motion made by Vice Chairman Terry Shaw, seconded by Commissioner Kurt. M. Galitski and carried five to zero, to approve the Adult Basketball League fee increase of \$20 per team per season.

9e. Ranch Summer Camp Fee Increase for Summer 2010

The report was presented by Ms. Lindsay Cutrell with Mr. Robby Waite present to answer questions by the Commission.

Motion made by Vice Chairman Terry Shaw, seconded by Commissioner Kurt. M. Galitski and carried four to one, with Chairman Mike Brumbaugh voting "No", to approve a fee increase for one (1) existing Summer Ranch Camp as proposed in Attachment "A".

Public comment was requested by Chairman Mike Brumbaugh on all items listed under Public Hearing. No public comments were received.

Discussion between Commissioner Kurt M. Galitski and Ms. Ransom ensued on the Ranch Summer Camp Program listed under the appropriate category per the Cost Recovery Guidelines.

Discussion between Commissioner Kurt M. Galitski and Ms. Ransom took place on whether or not corporate sponsors were targeted for scholarships for these programs.

Discussion between Chairman Mike Brumbaugh and Ms. Hartloff occurred on the calculations for the proposed fee increases for the various gymnastic classes.

10. Old Business

No items.

11. New Business

11a. Tree Removal Request – 248 Wake Forest Road

Mr. Bruce A. Hartley made a power point presentation.

Discussion between Commissioner Kurt M. Galitski and Mr. Hartley ensued on whether or not conditions of a meandering sidewalk exist throughout the city.

Public comment was requested by Chairman Mike Brumbaugh. No public comments were received.

Discussion between Chairman Mike Brumbaugh and Mr. Hartley took place on the root pruning process and on alternatives available.

Discussion between Chairman Mike Brumbaugh and Mr. Hartley occurred on the utility lines at the location.

Motion made by Chairman Mike Brumbaugh, seconded by Commissioner Kim Pederson and carried four to one, with Commissioner Kurt M. Galitski voting "No", to deny the request for the removal of one City owned parkway tree located at 248 Wake Forest Road. Also, for staff to root prune along the sidewalk edge at the location.

Discussion between Commissioner Kurt M. Galitski and Mr. Hartley ensued on the estimated cost for root pruning.

Discussion between Vice Chairman Terry Shaw and Mr. Hartley took place on the property owner's boundary for cutting the roots of the tree, and on whether or not root pruning and sidewalk grinding will be done at the location.

11b. Weekend Park Tours

Chairman Mike Brumbaugh made a brief presentation and requested input from the Commission.

Commissioner Kurt M. Galitski mentioned that he participated in the park tours about two years ago, and that he found the experience to be enjoyable and beneficial. He believes that the Commission should explore other avenues for cost cutting measures in order to visit the parks and get public input.

Commissioner Kurt M. Galitski suggested a ride-along with a Park Ranger, which he will do on his own time. He believes that the ride-along will be educational by providing the Commission with a better understanding of what they experience on a daily basis and because they have daily interaction with park goers. He also suggested that the Commission go in groups of two, and to explore this avenue with the Park Rangers.

Public comment was requested by Chairman Mike Brumbaugh. No public comments were received.

Chairman Mike Brumbaugh agreed with Commissioner Kurt M. Galitski's comments on factoring in cost cutting measures and for the Commission to look into inventive ways to visit the parks.

Chairman Mike Brumbaugh said that he and Commissioner Jeff R. Mathews partook in a ride-along with a Park Ranger, which he believes to be a valuable asset. He mentioned that the experience made him realize that open communication is important between the Park Rangers and the Commission. Chairman Mike Brumbaugh stated that there is a time constraint with the ride-along, which limits public interaction.

Chairman Mike Brumbaugh mentioned that the Commission may need to meet in groups of two to tour the parks in order to solicit comments from the public; however, he is unsure of the process to notify the public that members of the Commission will be touring the parks.

Mr. Naghavi briefly clarified staff's position on the Commission's request for holding park tours.

Chairman Mike Brumbaugh requested that staff provide him with notes and schedules of the park tours held in the past. He also requested input and suggestions from the Commission.

Commissioner Kim Pederson agreed with Mr. Naghavi's comment on staff's position for this request. He went on to suggest that the Commission may announce several dates and times for each park tour as a non-agendize meeting before the Commission meeting is adjourned.

Commissioner Kim Pederson also mentioned that when staff receives input and/or comments, from the public in-between meetings, about parks, facilities, or areas within the Commission's purview for staff to forward them to the Commissioners so that Commission members may consider visiting that particular location.

Commissioner Kurt M. Galitski suggested that staff informally invite the Commission for staff meetings to walk a park, to assess a field's condition, or to respond to a work order for a park facility. He believes that this will better inform the Commission on what staff deals with on a daily basis.

Mr. Naghavi further explained staff's daily work schedule to the Commission. He suggested that staff may plan an hour project meeting for different purposes to tour a park with two Commissioners during the weekdays.

Commissioner Kurt M. Galitski believes that Mr. Naghavi's suggestion is helpful and a step in the right direction without taking up too much staff time.

Commissioner Kim Pederson stated that the Commission would like to be involved in the community and to be invited to a meeting in a larger scale. He also agreed with Commissioner Kurt M. Galitski's suggestion on a Park Ranger ride-along.

Vice Chairman Terry Shaw stated that he is open to all the suggestions that were mentioned. He also suggested that the Commission may also visit the parks after working hours during weekdays because of daylight savings time.

Commissioner Jeff R. Mathews said that he agreed with all the ideas mentioned and that it is a great step in the right direction.

Discussion between Commissioner Jeff R. Mathews and Mr. Naghavi occurred on the number of staff that needs to be in attendance at a park tour.

Mr. Naghavi mentioned that he will consult with the City Attorney on the avenues available for the Commission to tour the parks without staff being in attendance and to possibly post a schedule on the City's website that two Commissioners will be touring a specific park. Mr. Naghavi will report back to the Commission on the outcome.

Commissioner Kurt M. Galitski mentioned that the park tour may consist of two Commissioners meeting at two different parks on the same day; an informal gathering to meet your Commissioner and to share your concerns. He believes that by doing this the Commission will be an avenue for the public to communicate their concerns and ideas.

11c. Field Use and Allocation Report

Ms. Jana M. Ransom presented the report with Mr. Robby Waite also available to answer questions by the Commission.

Discussion between Commissioner Kurt M. Galitski and Ms. Ransom ensued on clarifying the user group definitions, and on whether or not the user groups will take ownership of their fields.

Public comment was requested by Chairman Mike Brumbaugh. No public comments were received.

Discussion between Commissioner Kim Pederson and Ms. Ransom took place on the maintenance of The Farm fields, and on whether or not a percentage of user group fees are directly put into a maintenance fund.

Discussion between Commissioner Kim Pederson and Ms. Ransom occurred on whether or not user groups are encouraged to hold on-site meetings.

Motion made by Vice Chairman Terry Shaw, seconded by Commissioner Kim Pederson and carried five to zero, to allow The Farm fields 1 through 4 to be considered separately from fields 5 and 6 when determining playability due to inclement weather. To also accept the policy as written.

11d. Committee Appointments

The report was presented by Mr. Peter Naghavi.

Public comment was requested by Chairman Mike Brumbaugh. No public comments were received.

Motion made by Commissioner Jeff R. Mathews, seconded by Vice Chairman Terry Shaw and carried five to zero, to have the current appointees and alternates remain on the same committee, as follows:

- **City/School District Liaison**
Appointee- Kim Pederson
Alternate- Kurt M. Galitski
- **Skate Park**
Appointee- Kurt M. Galitski
Alternate- Terry Shaw

12. Parks Project Manager's Report

Mr. Bart Mejia made a power point presentation on the following:

- Fairview Park:
 - Wetlands and Riparian Habitat Project
 - Fairview Channel Bike Trail
- Master Planning of Certain Newport-Mesa Unified School District Fields
- Brentwood Park
- Costa Mesa Farm Sports Complex-Athletic Field Lighting

- Smallwood Park Design and Improvements

Discussion between Chairman Mike Brumbaugh and Mr. Mejia ensued on the status of the Talbert Nature Preserve Area, near Fairview Park.

13. Commissioner's Comments

Commissioner Kurt M. Galitski congratulated Chairman Mike Brumbaugh and Vice Chairman Terry Shaw on their positions.

Commissioner Kurt M. Galitski announced that the Costa Mesa United Foundation plans, to facilitate through the Costa Mesa Youth Sports Council, for the user groups to set aside funds by a donation and that the funds will be applied to field or facility improvements.

Commissioner Kurt M. Galitski said that he had a wonderful two year term as Chairman of the Commission.

Commissioner Jeff R. Mathews had no comment.

Commissioner Kim Pederson also congratulated Chairman Mike Brumbaugh and Vice Chairman Terry Shaw on their positions and that he is looking forward to their leadership for the Commission.

Commissioner Kim Pederson congratulated Mr. Richard Gomez on being the recipient of the Chairperson's Award and for all his hard work.

Commissioner Kim Pederson thanked staff.

Commissioner Kim Pederson invited the community to attend a golf tournament on April 19, which is sponsored by the Costa Mesa United or Costa Mesa Youth Sports Council, and that donations are still being accepted.

Vice Chairman Terry Shaw congratulated Chairman Mike Brumbaugh on his position and thanked his fellow Commissioners for his nomination.

Vice Chairman Terry Shaw announced the following:

- Costa Mesa Community News & Recreation Guide is now available, which offers many activities for the community
- More community events and information may be found on the City's website at www.ci.costa-mesa.ca.us
- 3rd Annual Costa Mesa Community Run and Expo will be on April 24 at Fairview Park. For more information, visit www.costamesacommunityrun.com
- Epilepsy Walk-2010 Orange County will be on April 24 at TeWinkle Park. To register go to www.EpilepsySupportNet.org or call (714) 916-0456
- The Civil War Re-Enactment Event will be at Fairview Park on May 15 & 16
- On May 16, the Community Summer Safety Expo will be held at the Costa Mesa Fire Station 4 from 10:00 a.m. to 2:00 p.m.

Chairman Mike Brumbaugh thanked his fellow Commissioners and staff.

Chairman Mike Brumbaugh challenged his fellow Commissioners to find creative ways for the Commission to be more involved and united with the community.

Chairman Mike Brumbaugh also congratulated Mr. Richard Gomez.

14. Adjournment

The meeting was adjourned at **8:35 p.m.** to the next regular scheduled agenda review on Wednesday, May 26, 2010, at 5:30 p.m. in Conference Room 1A, followed by the Commission meeting at 6:00 p.m. in the Council Chambers.

Submitted by:

PETER NAGHAVI
Director of Public Services