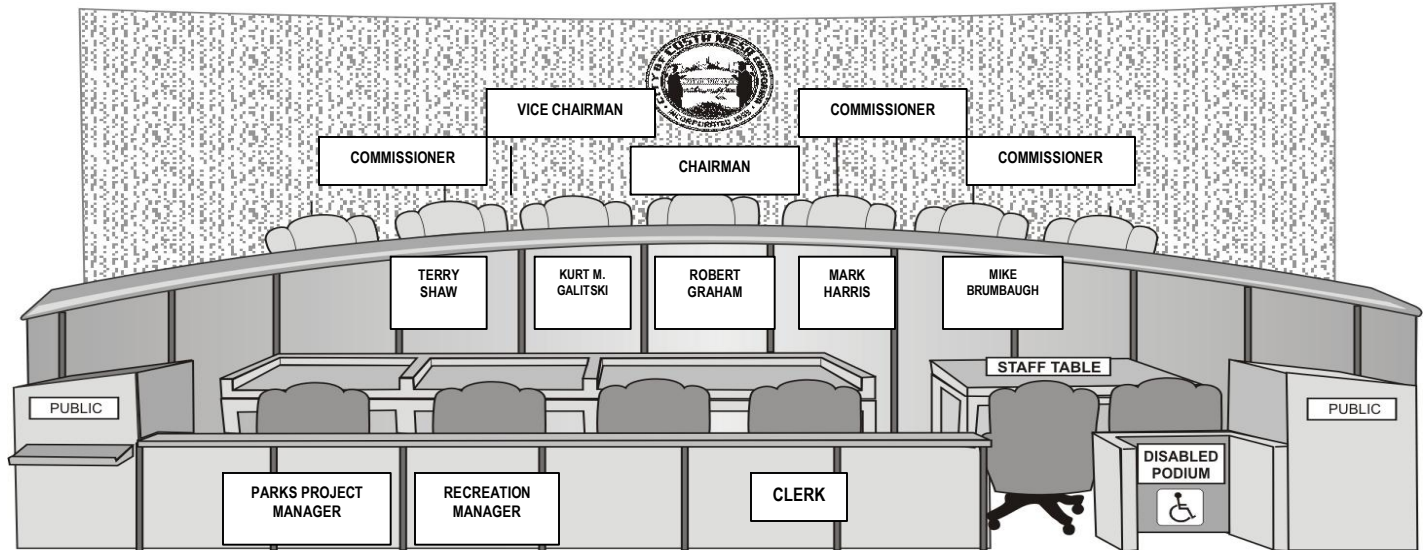


**PARKS AND RECREATION COMMISSION
ACTION AGENDA
MEETING OF: SEPTEMBER 26, 2007**



WELCOME TO THE COSTA MESA PARKS AND RECREATION COMMISSION

FOR YOUR INFORMATION:

Commission Meetings

The Costa Mesa Parks and Recreation Commission meets the fourth Wednesday of each month at 6:30 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) 754-5223.

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, to speak into the microphone, and to state their name and address 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
SEPTEMBER 26, 2007
5:15 P.M. STUDY SESSION
6:30 P.M. MEETING**

ACTION AGENDA

1. **Call to Order** . . . Chairman Robert Graham

2. **Pledge of Allegiance** . . . Commissioner Mark Harris

3. **Roll Call**

4. **Approval of the minutes of the July 25, 2007 meeting**

5. **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.

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.

Members of the public who wish to discuss Consent Calendar items should come forward to the microphone upon invitation by the Chairman, state their name, address and item number.

STAFF RECOMMENDATION

- a. [New Instructional Class Fee Proposals and Increases](#) Approve

MOTION to approve fee increases for two (2) existing instructional classes as proposed in Attachment “A” and approve fees for five (5) new contract instructional classes as proposed in Attachment “B.”

Moved by Commissioner Mike Brumbaugh, seconded by Commissioner Terry Shaw.

The motion carried by the following roll call vote:

**Ayes: Chairman Robert Graham, Commissioner Mike Brumbaugh
and Commissioner Terry Shaw**

Noes: None.

Absent: Vice Chairman Kurt Galitski and Commissioner Mark Harris

STAFF RECOMMENDATION

- b. [Donation of Two Trees and Memorial Plaques at Estancia Park](#) Accept

MOTION to accept the donation of two (2) trees and two (2) memorial plaques at Estancia Park.

Moved by Commissioner Mike Brumbaugh, seconded by Commissioner Terry Shaw.

The motion carried by the following roll call vote:

Ayes: Chairman Robert Graham, Commissioner Mike Brumbaugh and Commissioner Terry Shaw

Noes: None.

Absent: Vice Chairman Kurt Galitski and Commissioner Mark Harris

7. Public Hearing

No items

8. Old Business

No items

9. New Business

- a. [Tree Removal Request – 367 Riviera Drive](#) Deny

MOTION to authorize the removal of the palm, per the Streetscape and Median Development Standards, Section 4.0.3 – Discretionary Removals, which would require the replacement of the palm with one (1) twenty-four inch box-size tree to be replanted at 367 Riviera Drive and two (2) fifteen gallon-size trees to be provided to the City to be planted elsewhere on public property. The applicant would pay all removal and replacement costs.

The palm must be removed and replaced, with mitigation trees provided to the City within one year from the date of final approval, after which the approval expires.

Moved by Commissioner Mike Brumbaugh, seconded by Commissioner Terry Shaw.

The motion carried by the following roll call vote:

Ayes: Chairman Robert Graham, Commissioner Mike Brumbaugh and Commissioner Terry Shaw

Noes: None.

Absent: Vice Chairman Kurt Galitski and Commissioner Mark Harris

STAFF RECOMMENDATION

- b. [Tree Removal Request – 226 Albert Place](#) Deny

MOTION to authorize the removal of the tree, per the Streetscape and Median Development Standards, Section 4.0.3 – Discretionary Removals, which would require the replacement of the tree with one (1) twenty-four inch box-size tree to be replanted at 226 Albert Place and two (2) fifteen gallon-size trees to be provided to the City to be planted elsewhere on public property. The applicant would pay all removal and replacement costs.

The tree must be removed and replaced, with mitigation trees provided to the City within one year from the date of final approval, after which the approval expires.

Moved by Commissioner Terry Shaw, seconded by Commissioner Mike Brumbaugh.

The motion carried by the following roll call vote:

Ayes: Commissioner Mike Brumbaugh and Commissioner Terry Shaw.

Noes: Chairman Robert Graham.

Absent: Vice Chairman Kurt Galitski and Commissioner Mark Harris

- c. [Request by the Orange County Model Engineers to Place a Temporary Building at the Fairview Park Model Train Station](#) Review and provide comment

MOTION to recommend to City Council that the request is consistent with the Fairview Park Master Plan and for the appropriate City departments to work closely with the Orange County Model Engineers in moving forward to implement the project.

Moved by Commissioner Terry Shaw, seconded by Commissioner Mike Brumbaugh.

The motion carried by the following roll call vote:

Ayes: Chairman Robert Graham, Commissioner Mike Brumbaugh and Commissioner Terry Shaw.

Noes: None.

Absent: Vice Chairman Kurt Galitski and Commissioner Mark Harris

- d. [Fairview Park – Requested Discussion Items](#) For discussion

MOTION for a continuance of this agenda item to the next Commission meeting of October 24, 2007.

Moved by Commissioner Mike Brumbaugh, seconded by Commissioner Terry Shaw.

The motion carried by the following roll call vote:

Ayes: Chairman Robert Graham, Commissioner Mike Brumbaugh and Commissioner Terry Shaw.

Noes: None.

Absent: Vice Chairman Kurt Galitski and Commissioner Mark Harris

STAFF RECOMMENDATION

- e. [Consideration of Time Allowed for Oral and Public Comments at Commission Meetings](#)

Provide direction

MOTION to allow three minutes for any member of the public wishing to speak under Oral Communication and/or Public Comment of an agenda item. However, to allow an applicant wishing to speak on a specific agenda item an opportunity without being repetitive for an unlimited amount of time, under the discretion of the Chairman.

Also, to allow the Commission the opportunity to call back a speaker for point of clarification.

Moved by Chairman Robert Graham, seconded by Commissioner Terry Shaw.

The motion carried by the following roll call vote:

Ayes: Chairman Robert Graham, Commissioner Mike Brumbaugh and Commissioner Terry Shaw.

Noes: None.

Absent: Vice Chairman Kurt Galitski and Commissioner Mark Harris

10. **Parks Project Manager's Report**
11. **Commissioner's Comments**
12. **Adjournment**

The next regular Commission meeting is on October 24, 2007.