

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

**November 18, 2009**

The Parks and Recreation Commission of the City of Costa Mesa, California met in regular session at 6:00 p.m. on Wednesday, November 18, 2009, 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 Terry Shaw**

**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. Stephen N. Mandoki, Director of Administrative Services  
Mr. Bruce A. Hartley, Maintenance Services Manager  
Mr. Bart Mejia, Parks Project Manager  
Mr. Robert Staples, Fairview Park Plan Administrator  
Ms. Lisa McPherson, Recreation Supervisor  
Ms. Donna Theriault, Management Analyst  
Mr. Michael Brandenburger, Acting Recreation Supervisor  
Ms. E.J. Hartloff, Recreation Coordinator

**4. Approval of the Minutes of the September 23, 2009 Meeting**

**Motion made by Commissioner Terry Shaw, seconded by Vice Chairman Mike Brumbaugh and carried five to zero, to approve the minutes of the September 23, 2009 Parks and Recreation Commission meeting.**

**5. Presentation**

**5a. Chairperson's Award - Jim White**

**6. Oral Communications**

**7. Consent Calendar**

No items.

**8. Public Hearing**

**8a. Softball League Fee Increase**

Mr. Michael Brandenburger presented the report. Ms. Lisa McPherson was also present to answer questions by the Commission.

Discussion between Commissioner Jeff R. Mathews and Mr. Brandenburger took place on whether or not there are late fees currently in place.

Public comment was requested by Chairman Kurt M. Galitski. No public comments were received.

**Motion made by Vice Chairman Mike Brumbaugh, seconded by Commissioner Kim Pederson and carried five to zero, to approve a fee increase of \$20 per team per season for the Adult Softball Leagues.**

**9. Old Business**

No items.

**10. New Business**

**10a. New Percentage Split for Contract Classes**

Ms. Lisa McPherson presented the report. Ms. E.J. Hartloff was also present to answer questions by the Commission.

Discussion between Commissioner Kim Pederson and Ms. McPherson ensued on how this request will impact the current fees, and whether or not staff reached out to the instructors and the community on this agenda item.

Discussion between Chairman Kurt M. Galitski and Ms. Hartloff occurred on whether or not any of the instructors provided notice of their attendance for the meeting.

Public Comment:

Anja Morris  
Instructor, Gymnastics  
Ms. Morris voiced her concerns to the Commission.

Discussion between Ms. Hartloff and Ms. Morris took place on the process for the fee increases.

Discussion between Commissioner Terry Shaw and Ms. McPherson ensued on the proposed implementation for the increase in contract fees.

Discussion between Chairman Kurt M. Galitski and Ms. McPherson occurred on stating the effective date for the implementation on the increase of the contract fees in a motion.

**Motion made by Vice Chairman Mike Brumbaugh, seconded by Commissioner Terry Shaw and carried five to zero, to approve a new percentage split for contract classes: simple revenue split of 65 percent to the instructors and 35 percent to the City for classes held in or on City facilities, and 70 percent to the instructor, 30 percent to the City for classes held off of City property effective July 1, 2010.**

**10b. Commercial Use of City Parks and Facilities within the Parks**

Ms. Donna Theriault presented the report. Ms. Lisa McPherson was also present to answer questions by the Commission.

Discussion between Vice Chairman Mike Brumbaugh and Ms. Theriault occurred on the extent of discussions with the instructors and participants regarding this item, and on the degree of awareness for the instructors and participants.

Discussion between Chairman Kurt M. Galitski and Ms. Theriault took place on knowing whether or not a group was issued a commercial use permit, and on establishing a process to have the permits visible by the instructor.

Discussion between Chairman Kurt M. Galitski and Ms. McPherson ensued on providing City staff with a listing of permitted groups, and on a visible display that will identify a permitted group by issuing a proper identification badge in order to possibly save on efforts for staff verification.

Discussion between Vice Chairman Mike Brumbaugh and Ms. Theriault occurred on the City's Municipal Code for park use.

Discussion between Commissioner Terry Shaw and Ms. Theriault took place on whether or not there will be any incidental costs and required documents for a group to obtain a commercial use permit.

Discussion between Chairman Kurt M. Galitski and Ms. Theriault ensued on the required documents and fees involved for a group to obtain a commercial use permit.

Discussion between Commissioner Jeff R. Mathews and Ms. Theriault occurred on the fees involved for a group wanting exclusive use of a specific park.

Discussion between Chairman Kurt M. Galitski and Ms. Theriault took place on the difference between Item 10a (New Percentage Split for Contract Classes) and this item.

Public comment was requested by Chairman Kurt M. Galitski. No public comments were received.

**Motion made by Vice Chairman Mike Brumbaugh, seconded by Commissioner Terry Shaw and carried five to zero, to recommend to the City Council a Commercial Use of Parks Policy and establishment of a permit fee of \$20 (Proposed Policy Attachment 1).**

**Also, for staff to provide each permitted group with a visible identification badge and to provide the Park Rangers with a listing of groups that are permitted.**

**10c. Partnership Policy**

Ms. Lisa McPherson presented the report.

Discussion between Commissioner Kim Pederson and Ms. McPherson ensued on past partnership experiences.

Discussion between Chairman Kurt M. Galitski and Ms. McPherson occurred on establishing a guide for future partnership possibilities.

Discussion between Commissioner Kim Pederson and Ms. McPherson took place on whether or not an organization may address the Commission if the organization does not agree or meet the guidelines in the partnership policy.

Public comment was requested by Chairman Kurt M. Galitski. No public comments were received.

**Motion made by Vice Chairman Mike Brumbaugh, seconded by Commissioner Terry Shaw and carried five to zero, to recommend the Partnership Policy and Letter of Understanding to the City Council for consideration.**

**10d. Tree Removal Request – 365 Princeton Drive**

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

Discussion between Vice Chairman Mike Brumbaugh and Mr. Hartley ensued on whether or not the tree was root pruned in the past.

Discussion between Commissioner Kim Pederson and Mr. Hartley occurred on the estimated age of the tree.

Discussion between Chairman Kurt M. Galitski and Mr. Hartley took place on whether or not there is an inventory record of the tree.

Discussion between Commissioner Terry Shaw and Mr. Hartley ensued on whether the grid pruning of the tree was done before or after the picture was taken for the agenda report.

Discussion between Chairman Kurt M. Galitski and Mr. Hartley occurred on the grid trimming of the tree.

Discussion among Chairman Kurt M. Galitski, Commissioner Terry Shaw, and Mr. Hartley took place on the date(s) the tree was trimmed.

Public Comment:

Gary Blackney  
Applicant  
Resident, Newport Beach  
Mr. Blackney addressed the Commission on his tree removal request.

Discussion between Commissioner Terry Shaw and Mr. Blackney ensued on the tree seedlings.

Discussion among Chairman Kurt M. Galitski, Mr. Hartley, and Mr. Blackney occurred on the tree seedlings, and on the tree removal costs and policy.

Discussion between Chairman Kurt M. Galitski and Mr. Blackney took place on the Liquidambar tree found on the neighborhood street at the same location.

Discussion among Commissioner Kim Pederson, Chairman Kurt M. Galitski, and Mr. Blackney ensued on the replacement tree.

Discussion between Chairman Kurt M. Galitski and Mr. Blackney occurred on the tree removal and replacement policy.

**Motion made by Commissioner Jeff R. Mathews, seconded by Commissioner Terry Shaw and carried three to two with Vice Chairman Mike Brumbaugh and Chairman Kurt M. Galitski voting "No", to authorize the removal of the parkway tree, per the Streetscape and Median Development Standards, Section 4.0.3 – Discretionary Removals, which would require the replacement of removed tree with one (1) twenty-four inch box-size tree to be replanted at 365 Princeton Drive, or elsewhere on public property 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.**

**Additionally, to authorize staff to remove the Liquidambar tree on the public-right-of-way on Fordham Drive at the same address.**

Discussion between Commissioner Kim Pederson and Mr. Hartley took place on possibly replacing the Liquidambar tree found on the neighborhood street at this location.

Discussion among Chairman Kurt M. Galitski, Mr. Hartley, and Mr. Blackney ensued on the available tree species for replacement.

**10e. Tree Removal Request – 1731 Labrador Drive**

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

Discussion between Chairman Kurt M. Galitski and Mr. Hartley took place on the date of when the ramp was grounded, on the water pooling on the curb and gutter, and on whether or not the street markings were done by City staff.

Discussion between Commissioner Jeff R. Mathews and Mr. Hartley ensued on the results of a fully grown Liquidambar tree that has outgrown the parkway.

Discussion between Vice Chairman Mike Brumbaugh and Mr. Hartley occurred on the date the tree was root pruned and on the installation of the barrier, and on whether or not there was damage to the curb at that time.

Discussion between Vice Chairman Mike Brumbaugh and Mr. Hartley took place on whether or not the root growth of the tree will lift the sidewalk, on the specifications for grinding a sidewalk lift, and on whether or not there is a solution to repair the curb and gutter due to the root growth.

Discussion between Commissioner Kim Pederson and Mr. Hartley ensued on the type of work scheduled for the site because of the USA markings.

Public Comment:

Josh Feldman  
Resident, Costa Mesa  
Mr. Feldman voiced his concerns to the Commission on his tree removal request.

Discussion between Chairman Kurt M. Galitski and Mr. Feldman occurred on the tree removal and replacement costs.

Discussion between Commissioner Terry Shaw and Mr. Hartley took place on the seedlings from the Liquidambar tree, and on the various types of Liquidambar tree species available.

**Motion made by Commissioner Terry Shaw, seconded by Commissioner Jeff R. Mathews and carried four to one with Vice Chairman Mike Brumbaugh voting "No", to authorize the removal of the parkway tree, per the Streetscape and Median Development Standards, Section 4.0.3 – Discretionary Removals, which would require the replacement of the removed tree with one (1) twenty-four inch box-size tree to be replanted at 1731 Labrador Drive, or elsewhere on public property, 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.**

**To also have the sidewalk repaired by the On-Call Contractor.**

**10f. Tree Removal Request – 126 and 136 East 23rd Street**

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

Discussion between Chairman Kurt M. Galitski and Mr. Hartley ensued on the specific types of trees considered for removal in this agenda report.

Public Comment:

1. Richard Garin  
Board Member, Elden Seven Homeowners Association  
Mr. Garin addressed the Commission on the tree removal request.

Discussion between Commissioner Terry Shaw and Mr. Garin occurred on the expense for maintenance of the trees, and on the future plans of the association for the parkway.

Discussion between Chairman Kurt M. Galitski and Mr. Garin took place on the costs that may be incurred by the association for the removal of the trees.

Discussion between Commissioner Kim Pederson and Mr. Garin ensued on the damage caused to the water main because of the tree roots, and on the replacement trees.

Discussion among Commissioner Kim Pederson, Mr. Hartley, and Mr. Garin occurred on whether or not there is a planting record for the trees at this site, and on the date the trees were first installed at the location.

Discussion between Chairman Kurt M. Galitski and Mr. Hartley occurred on the City's streetscape standards.

Public Comment Reopened:

2. Amy Jo Padoni  
Board Member, Elden Seven Homeowners Association  
Ms. Padoni voiced her concerns to the Commission on the tree removal request.

Discussion between Chairman Kurt M. Galitski and Mr. Hartley took place on the maintenance involved on several tree species.

**Motion made by Commissioner Terry Shaw, seconded by Commissioner Kim Pederson and carried five to zero, to authorize the removal and replacement of the four trees, per the Streetscape and Median Development Standards, Section 4.0.3 – Discretionary Removals, which would require the replacement of each tree with one**

**(1) twenty-four inch box-size tree and two (2) fifteen gallon-size trees to be planted elsewhere on City property. The applicant would pay all removal and replacement costs.**

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

**Also, for staff to root prune and install root barriers adjacent to the remaining parkway trees.**

**10g. Tree Removal Request – 3107 Warren Lane**

At 7:47 p.m., Vice Chairman Mike Brumbaugh recused himself from the meeting for this agenda item.

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

Discussion between Chairman Kurt M. Galitski and Mr. Hartley ensued on whether or not there are water sprinklers in the parkway, on the growth conditions of the trees, and on surface rooting of the trees.

Discussion between Chairman Kurt M. Galitski and Mr. Hartley occurred on the number of times a water truck is sent to the location in order to water the trees, and on the costs involved.

Public Comment:

Cynthia Staudigel  
Applicant  
Resident, Costa Mesa

Ms. Staudigel addressed the Commission on her tree removal request. Ms. Staudigel also provided pictures of the trees for the Commission to view.

Discussion between Commissioner Kim Pederson and M. Staudigel occurred on the tree removal and replacement costs.

Discussion among Commissioner Terry Shaw, Chairman Kurt M. Galitski, and Mr. Hartley took place on the City's streetscape standards for tree removal requests.

Discussion between Commissioner Terry Shaw and Mr. Hartley ensued on future repairs for the sidewalk lift at the location.

Discussion between Commissioner Terry Shaw and Ms. Staudigel occurred on the preferred location for the replacement trees.

Discussion between Chairman Kurt M. Galitski and Mr. Hartley took place on whether or not the parkway is over-forested at this location.

**Motion made by Chairman Kurt M. Galitski, seconded by Commissioner Kim Pederson and carried four to zero with Vice Chairman Mike Brumbaugh being recused, to authorize the removal of four City-owned parkway trees located in the public right-of-way at 3107 Warren Lane, and for each tree removed, one (1) twenty-four inch box-size tree will be replanted at the same address. Also, for two (2) fifteen gallon-size trees to be planted elsewhere on City property for each tree removed. The applicant would pay all removal and replacement costs.**

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

Vice Chairman Mike Brumbaugh returned to the Commission meeting at 8:15 p.m.

**10h. Fairview Park Annual Report**

Mr. Robert Staples made a power point presentation.

Discussion between Chairman Kurt M. Galitski and Mr. Staples ensued on Phase 2 of the project in regards to water being added to the lakes.

Discussion between Commissioner Kim Pederson and Mr. Staples occurred on scheduling a tour of the project site at Fairview Park.

Public comment was requested by Chairman Kurt M. Galitski. No public comments were received.

**Motion made by Commissioner Kim Pederson, seconded by Commissioner Terry Shaw and carried five to zero, to approve the Fairview Park Master Plan goals for 2010.**

**11. Parks Project Manager's Report**

Mr. Bart Mejia presented the report on the following projects:

- Fairview Park Wetlands and Riparian Habitat Project
- Fairview Channel Bike Trail Project
- Joann Street Bike Trail
- Newport Mesa Unified School District Fields
- Brentwood Park
- Lions Park: Davis Field Lighting System

**12. Commissioner's Comments**

Commissioner Terry Shaw announced the 2009 Holiday Care Package Program for the 1/5 Marine Regiment USMC (Camp Peddleton). He also wished everyone a Happy Thanksgiving, Happy Hanukkah, and a Merry Christmas.

Commissioner Jeff R. Mathews provided the Commission with an update on the Historic Preservation Committees' project to display historic photos at the Neighborhood Community Center. He also brought in 13 photographs so that the Commissioners may select 9 pictures to be considered for the display.

Commissioner Jeff R. Mathews commended the City Council for their support for the Orange County Fairgrounds and on the adoption of the nation's motto.

Commissioner Jeff R. Mathews also wished the community a Happy Thanksgiving and a Merry Christmas.

Commissioner Kim Pederson congratulated Jim White on receiving the Chairperson's Award.

Commissioner Kim Pederson provided the Commission with an update on the School-City Liaison meeting, which was cancelled due to lack of agenda items.

Commissioner Kim Pederson wished the community a Happy Thanksgiving and a wonderful holiday season.

Chairman Kurt M. Galitski also congratulated Mr. Jim White on being nominated for the Chairperson's Award.

Chairman Kurt M. Galitski announced the 3rd Annual Polar Express event scheduled for December 5 from 2:00 p.m. to 4:00 p.m. at Goat Hill Junction (Fairview Park). Weichman Associates has joined forces with Costa Mesa Fire to support Orange County's toy collaborative in conjunction with ABC7's Spark of Love and Toys for Tots Toy Drive.

**13. Adjournment**

The meeting was adjourned at **8:45 p.m.** to the next regular scheduled agenda review on Wednesday, January 27, 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:



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**PETER NAGHAVI**  
Director of Public Services