



# CITY OF COSTA MESA

## REGULAR CITY COUNCIL AND HOUSING AUTHORITY\*

### Agenda

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Tuesday, March 10, 2026

5:00 PM

City Council Chambers  
77 Fair Drive

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#### STUDY SESSION

##### **Announcement:**

**Pursuant to Government Code Section 54953**

**Council Member Marr will be attending the meeting remotely via Zoom Webinar from:  
Hyatt Place Arlington/Courthouse Plaza  
2401 Wilson Blvd  
Arlington, VA 22201**

The City Council meetings are presented in a hybrid format, both in-person at City Hall and as a courtesy virtually via Zoom Webinar. If the Zoom feature is having technical difficulties or experiencing any other critical issues, and unless required by the Brown Act, the meeting will continue in person.

##### **TRANSLATION SERVICES AVAILABLE / SERVICIOS DE TRADUCCIÓN DISPONIBLE**

Please contact the City Clerk at (714) 754-5225 to request language interpreting services for City meetings. Notification at least 48 hours prior to the meeting will enable the City to make arrangements.

Closed Captioning is available via the Zoom option in English and Spanish.

Los subtítulos están disponibles a través de la opción Zoom en inglés y español.

Favor de comunicarse con la Secretaria Municipal al (714) 754-5225 para solicitar servicios de interpretación de idioma para las juntas de la Ciudad. Se pide notificación por lo mínimo 48 horas de anticipación, esto permite que la Ciudad haga los arreglos necesarios.

Members of the public can view the City Council meetings live on COSTA MESA TV (SPECTRUM CHANNEL 3 AND AT&T U-VERSE CHANNEL 99) or [http://costamesa.granicus.com/player/camera/2?publish\\_id=10&redirect=true](http://costamesa.granicus.com/player/camera/2?publish_id=10&redirect=true) and online at [youtube.com/costamesatv](https://youtube.com/costamesatv).

Members of the public are welcome to speak during the meeting when the Mayor opens the floor for public comment. There is no need to register in advance or complete a comment card. When it's time to comment, line up at one of the two podiums in the room and wait for your turn. Each speaker will have up to 3 minutes (or as directed) to address the City Council.

To maintain a respectful and orderly atmosphere during the meeting, attendees shall refrain from using horns or amplified speakers. Signs and props may be brought into the Chamber, provided they do not exceed 11 inches by 18 inches in size and do not hinder the visibility of other attendees. The possession of poles, sticks, or stakes is strictly prohibited.

All attendees must remain seated while in the chamber until instructed by the Presiding Officer to approach and line up for public comment. To ensure safety and maintain order during the proceedings, standing or congregating in the aisles or foyer is strictly prohibited.

Further information regarding the City's regulations on addressing the City Council and expected conduct during meetings are available at the following links.

Title 2: Administration

§ 2-61: Conduct while addressing the council.

<https://ecode360.com/42609578>

Title 2: Administration

§ 2-64: Disorderliness by members of the audience.

<https://ecode360.com/42609598>

As a courtesy, the public may participate via the Zoom option.

Zoom Webinar:

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/84161519825?pwd=WWI5pTjMPekXxjktUmDqo16OzkdZ7h.1>

Or sign into Zoom.com and "Join a Meeting"

Enter Webinar ID: 841 6151 9825/ Password: 927364

- If Zoom is not already installed on your computer, click "Download & Run Zoom" on the launch page and press "Run" when prompted by your browser. If Zoom has previously been installed on your computer, please allow a few moments for the application to launch automatically.
- Select "Join Audio via Computer."
- The virtual conference room will open. If you receive a message reading, "Please wait for the host to start this meeting," simply remain in the room until the meeting begins.
- During the Public Comment Period, use the "raise hand" feature located in the participants' window and wait for city staff to announce your name and unmute your line when it is your turn to speak. Comments are limited to 3 minutes, or as otherwise directed.

Participate via telephone:

Call: 1 669 900 6833 Enter Webinar ID: 841 6151 9825/ Password: 927364

During the Public Comment Period, press \*9 to add yourself to the queue and wait for city staff to announce your name/phone number and press \*6 to unmute your line when it is your turn to speak. Comments are limited to 3 minutes, or as otherwise directed.

Note, if you have installed a zoom update, please restart your computer before participating in the meeting.

Additionally, members of the public who wish to make a written comment on a specific agenda item, may submit a written comment via email to the City Clerk at [cityclerk@costamesaca.gov](mailto:cityclerk@costamesaca.gov).

Any written communications, photos, or other materials for copying and distribution to the City Council that are 10 pages or less, can be e-mailed to [cityclerk@costamesaca.gov](mailto:cityclerk@costamesaca.gov), submitted to the City Clerk's Office on a flash drive, or mailed to the City Clerk's Office. Kindly submit materials to the City Clerk AS EARLY AS POSSIBLE, BUT NO LATER THAN 12:00 p.m. on the day of the meeting.

Comments received by 12:00 p.m. on the day of the meeting will be provided to the City Council, made available to the public, and will be part of the meeting record.

Please know that it is important for the City to allow public participation at this meeting. If you are unable to participate in the meeting via the processes set forth above, please contact the City Clerk at (714) 754-5225 or [cityclerk@costamesaca.gov](mailto:cityclerk@costamesaca.gov) and staff will attempt to accommodate you. While the City does not expect there to be any changes to the above process for participating in this meeting, if there is a change, the City will post the information as soon as possible to the City's website.

Note that records submitted by the public will not be redacted in any way and will be posted online as submitted, including any personal contact information. All pictures, PowerPoints, and videos submitted for display at a public meeting must be previously reviewed by staff to verify appropriateness for general audiences. This includes items submitted for the overhead screen during the meeting. Items submitted for the overhead screen should be 1 page and provided to the City Clerk prior to the start of the meeting. No links to YouTube videos or other streaming services will be accepted, a direct video file will need to be emailed to staff prior to each meeting in order to minimize complications and to play the video without delay. The video must be one of the following formats, .mp4, .mov or .wmv. Only one file may be included per speaker for public comments, for both videos and pictures. Please e-mail to the City Clerk at [cityclerk@costamesaca.gov](mailto:cityclerk@costamesaca.gov) NO LATER THAN 12:00 Noon on the date of the meeting. If you do not receive confirmation from the city prior to the meeting, please call the City Clerks office at 714-754-5225.

Note regarding agenda-related documents provided to a majority of the City Council after distribution of the City Council agenda packet (GC §54957.5): Any related documents provided to a majority of the City Council after distribution of the City Council Agenda Packets will be made available for public inspection. Such documents will be posted on the city's website and will be available at the City Clerk's office, 77 Fair Drive, Costa Mesa, CA 92626.

All cell phones and other electronic devices are to be turned off or set to vibrate. Members of the audience are requested to step outside the Council Chambers to conduct a phone conversation.

Free Wi-Fi is available in the Council Chambers during the meetings. The network username available is: CM\_Council. The password is: cmcouncil1953.

As a LEED Gold Certified City, Costa Mesa is fully committed to environmental sustainability. A minimum number of hard copies of the agenda will be available in the Council Chambers. For your convenience, a binder of the entire agenda packet will be at the table in the foyer of the Council Chambers for viewing. Agendas and reports can be viewed on the City website at <https://costamesa.legistar.com/Calendar.aspx>. Las agendas y los informes se pueden ver en español en el sitio web de la Ciudad en <https://www.costamesaca.gov/trending/current-agendas/spanish-city-council-agendas>.

In compliance with the Americans with Disabilities Act, Assistive Listening headphones are available and can be checked out from the City Clerk. If you need special assistance to participate in this meeting, please contact the City Clerk at (714) 754-5225. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR 35.102.35.104 ADA Title II].

En conformidad con la Ley de Estadounidenses con Discapacidades (ADA), aparatos de asistencia están disponibles y podrán ser prestados notificando a la Secretaria Municipal. Si necesita asistencia especial para participar en esta junta, comuníquese con la oficina de la Secretaria Municipal al (714) 754-5225. Se pide dar notificación a la Ciudad por lo mínimo 48 horas de anticipación para garantizar accesibilidad razonable a la junta. [28 CFR 35.102.35.104 ADA Title II].

**REGULAR STUDY SESSION MEETING OF THE CITY COUNCIL**

**MARCH 10, 2026 – 5:00 P.M.**

**JOHN STEPHENS**  
Mayor

**MANUEL CHAVEZ**  
Mayor Pro Tem - District 4

**ANDREA MARR**  
Council Member - District 3

**ARLIS REYNOLDS**  
Council Member - District 5

**LOREN GAMEROS**  
Council Member - District 2

**JEFF PETTIS**  
Council Member - District 6

**MIKE BULEY**  
Council Member - District 1

**KIMBERLY HALL BARLOW**  
City Attorney

**CECILIA GALLARDO-DALY**  
City Manager

**CALL TO ORDER**

**ROLL CALL**

**STUDY SESSION ITEM:**

1. [\*\*FACILITIES MASTER PLAN FOR CITY OWNED FACILITIES 26-161 PRESENTATION\*\*](#)

RECOMMENDATION:

This study session is intended to present the City Council with the findings from the Consultant, M. Arthur Gensler Jr. & Associates, Inc. (Gensler) and their subconsultant, Bureau Veritas for the Facilities Master Plan.



# CITY OF COSTA MESA

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 26-161

**Meeting Date:** 3/10/2026

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**TITLE:**

**FACILITIES MASTER PLAN FOR CITY OWNED FACILITIES PRESENTATION**

**DEPARTMENT:** PUBLIC WORKS DEPARTMENT/GENERAL SERVICES  
**DIVISION**

**PRESENTED BY:** RAJA SETHURAMAN, PUBLIC WORKS DIRECTOR

**CONTACT INFORMATION:** PATRICK BAUER, DEPUTY PUBLIC WORKS DIRECTOR

**RECOMMENDATION:**

This study session is intended to present the City Council with the findings from the Consultant, M. Arthur Gensler Jr. & Associates, Inc. (Gensler) and their subconsultant, Bureau Veritas for the Facilities Master Plan.

**BACKGROUND:**

The City issued a Request for Proposals (RFP) for the Facilities Master Plan on October 9, 2024. On January 21, 2025, the City Council approved a Professional Services Agreement (PSA) for Gensler for the Facilities Master Plan. The purpose of the project was to develop a Facilities Master Plan that evaluated the conditions of various City facilities and assess their current and future usage and needs. To accomplish this, the project was structured into three phases:

**Phase 1: Facility Condition Assessment**

This phase involved a comprehensive evaluation of each facility. Inspections focused on observable areas and systems, supplemented by input from City staff regarding facility conditions and historical background.

**Phase 2: Space Needs Assessment and Gap Analysis**

This phase analyzed current operations, services, and programs of identified facilities to determine their utilization. Surveys were conducted to identify present and future space requirements for current and future staffing needs for each facility.

**Phase 3: Cost Estimates and Funding Strategies**

In this final phase, cost estimates and potential funding strategies were developed for the recommended improvements, proposed implementation phases and timelines. This information will support the City in prioritizing facility improvement projects.

This phasing plan was intended to better understand the longevity of the City facilities by identifying their strengths and deficiencies, evaluating current conditions and usage, and determining opportunities to utilize the facilities more efficiently to meet future needs.

### **ANALYSIS:**

The team at Gensler began by performing in-depth interviews with City department heads to better understand and assess the current and future operational and space needs of each facility. These interviews were held with the following departments/divisions: Public Works, Fire, Police, Parks, Building and Code, Finance, Information Technology, City Clerk, and Facilities.

Bureau Veritas followed the department interviews by performing in-person building assessments. These assessments gathered data that was obtained through the Facilities team, department heads and leads that had familiarity with the buildings, and from the visual inspections performed by Bureau Veritas. Building assessment reports were then created compiling all the information obtained and ranked the buildings based on their current conditions. Information in the assessment includes architectural elements, mechanical, electrical, plumbing and fire systems. Location analysis, building siting and accessibility were also reviewed. The reports also included data on how the building and building systems will age with and without performance of any repairs to identified facilities.

Gensler compiled the data after all interviews and building assessments were completed and all additional information was gathered from City personnel. The information is intended to present key recommendations, such as facilities and maintenance issues based on priorities, expanding service access to different parts of the City, upgrading the service experience that the City staff can provide to residents, repurposing underutilized assets, introducing efficient space standards and potential renovations, and presenting potential costs for facilities based on priority and necessity and when those upgrades/renovations/maintenance are enacted. The potential costs are to assist the City in better understanding the cost difference that could occur if certain items are neglected or postponed, as well as costs for upgrading facilities for better efficiency and future space needs.

The assessment documented that approximately 54% of the City building spaces are over 50 years old, and approximately 80% of the building spaces are over 30 years old. Therefore, investments are needed on an annual basis to maintain/replace systems to extend the serviceable life of facilities.

As an example, the City Hall building will need an average of \$1.4 million every year over the next ten years in order to maintain the current Facilities Conditions Index and operations. It was determined that approximately 75% of systems in City Hall are “Aged but Functional” condition.

Facility Condition Assessment for each of the facilities that were part of the study is available at: <https://www.costamesaca.gov/government/departments-and-divisions/public-works/maintenance-services/facilities-maintenance/facility-condition-assessment/-fsiteid-1#!<https://www.costamesaca.gov/government/departments-and-divisions/public-works/maintenance-services/facilities-maintenance/facility-condition-assessment/-fsiteid-1>>.

Key findings of the Facilities Needs Assessment study include:

- The City needs to continue to make investments strategically over the next 10 years to maintain/replace facilities.

- Some key facilities constructed in the past code requirements no longer align with current building, safety and accessibility standards.
- There are existing space constraints.
- City Hall remains a central hub for in-person engagement with opportunities to improve service delivery.
- Space standards vary across departments, and existing facilities do not fully reflect modern way of working.
- The City has invested in underserved areas, including Westside, but service gaps remain.
- Existing facilities do not fully support operational continuity during emergencies.
- Sustainability is emerging as a priority in areas like solar power, EV infrastructure, and energy-efficient systems.

In order to address the above findings, the study identified maintenance and facility infrastructure investment needs over a 20-year period. The ongoing maintenance costs are expected to increase with inflation. In addition, it is estimated that there is a need for investment in the range of \$12-\$26 million every five years for deferred maintenance and lifecycle replacement reserves. The Facilities Master Plan provides an implementation timeline and projected Facility Infrastructure Investment needs over a 20-year period to meet the needs of the City's residents and business community, consistent with City Council goals and priorities.

Staff is requesting City Council review the facility conditions assessment and provide input on the presented findings. A final report incorporating City Council feedback will be presented at a future meeting.

**ALTERNATIVES:**

As this is an information item, there are no recommended alternatives.

**FISCAL REVIEW:**

The funding for the Facilities Master Plan report was funded out of the operational expenses budget in Capital Improvement Fund (Fund 401). Funding to address the long-term maintenance plan of city-owned facilities will be incorporated into future years' capital improvement budget development process.

**LEGAL REVIEW:**

The City Attorney's Office has reviewed this staff report and approves it as to form.

**CITY COUNCIL GOALS AND PRIORITIES:**

This project works toward achieving all City Council goals and priorities:

- Recruit and retain high-quality staff.
- Strengthen the Public's Safety and Improve the Quality of Life.
- Maintain and Enhance the City's Facilities, Equipment and Technology.
- Diversify, stabilize & increase housing to reflect community needs.
- Achieve long-term fiscal sustainability.
- Advance environmental sustainability and climate resiliency.

**CONCLUSION:**

This study session is intended to present the City Council with the findings from the Consultant Gensler and their subconsultant, Bureau Veritas for the Facilities Master Plan.