



CITY OF COSTA MESA

PARKS AND COMMUNITY SERVICES COMMISSION

Agenda

Thursday, August 14, 2025

6:00 PM

**City Council Chambers
77 Fair Drive**

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- 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.

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Call: 1 669 900 6833 Enter Webinar ID: 999 9334 6354 / Password: 945795

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.

4. 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 pacscomments@costamesaca.gov. Comments received by 12:00 p.m. on the date of the meeting will be provided to the Commission, made available to the public, and will be part of the meeting record.

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Note regarding agenda-related documents provided to a majority of the Commission after distribution of the agenda packet (GC §54957.5): Any related documents provided to a majority of the Commission after distribution of the 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.

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

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PARKS AND COMMUNITY SERVICES COMMISSION REGULAR MEETING

AUGUST 14, 2025 – 6:00 P.M.

KELLY BROWN
Chair

SHAYANNE WRIGHT
Vice Chair

ELIZABETH DORN PARKER
Commissioner

CRISTIAN GARCIA ARCOS
Commissioner

JAKE HUSEN
Commissioner

JASON KOMALA
Commissioner

BRANDICE LEGER
Commissioner

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMENTS – MATTERS NOT LISTED ON THE AGENDA

Comments are limited to three (3) minutes, or as otherwise directed.

COMMISSIONER COMMENTS AND SUGGESTIONS

Comments are limited to three (3) minutes, or as otherwise directed.

CONSENT CALENDAR

All matters listed under the Consent Calendar are considered to be routine and will be acted upon in one motion. There will be no separate discussion of these items unless members of the Parks and Community Services Commission, staff, or the public request specific items to be discussed and/or removed from the Consent Calendar for discussion. The public can make this request via email at PACSCComments@costamesaca.gov and should include the item number to be addressed. Items removed from the Consent Calendar will be discussed and voted upon immediately following Parks and Community Services Commission action on the remainder of the Consent Calendar.

1. **[MINUTES](#)** **[25-412](#)**

RECOMMENDATION:

Approval of the minutes of the June 12, 2025, Parks and Community Services Commission meeting.

Attachments: [06/12/25 PACS Draft Minutes](#)

2. **[DEPARTMENT REPORT](#)** **[25-413](#)**

Attachments: [Department Report - June.July](#)

MONTHLY REPORTS

1. PARKS AND COMMUNITY SERVICES DIRECTOR'S UPDATE
2. PUBLIC WORKS MAINTENANCE SERVICES UPDATE

OLD BUSINESS:

1. **[PARK CAPITAL IMPROVEMENTS PRINCIPLE AND VALUES 25-414 WORKSHOP UPDATE](#)**

RECOMMENDATION:

Staff recommends the Parks and Community Services Commission continue to review, discuss, and establish core principles and values along with key criteria for the development and recommendation of future Capital Improvement Program (CIP) park projects.

Attachments: [Agenda Report](#)

NEW BUSINESS:

1. **[PARK RANGER BIENNIAL REPORT](#)** **[25-415](#)**

RECOMMENDATION:

Staff recommends the Parks and Community Services Commission receive and file the Police Department Park Ranger report.

Attachments: [Agenda Report](#)

2. [DONATION OF A MEMORIAL TREE AND PLAQUE AT TEWINKLE 25-405 PARK](#)

RECOMMENDATION:

Staff recommends that the Parks and Community Services Commission accept the donation of a memorial tree and plaque to be installed in TeWinkle Park in memory of Jim Ortiz.

Attachments: [Agenda Report](#)

[1. Correspondence](#)

[2. Council Policy 800-4](#)

[3. Proposed Location](#)

ADDITIONAL COMMISSION MEMBER & STAFF COMMENTS

ADJOURNMENT

Next Regularly Scheduled Meeting: Thursday, September 11, 2025.



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 25-412

Meeting Date: 8/14/2025

TITLE:

MINUTES

DEPARTMENT: PARKS AND COMMUNITY SERVICES

RECOMMENDATION:

Approval of the minutes of the June 12, 2025, Parks and Community Services Commission meeting.

JUNE 12, 2025
6:00 P.M. – UNOFFICIAL MINUTES

CALL TO ORDER by Chair Brown at 6:01pm.

PLEDGE OF ALLEGIANCE by Vice Chair Wright.

ROLL CALL

☒ = Present ☐ = Absent

Commissioners

- ☒ Cristian Garcia Arcos
- ☐ Jake Husen
- ☒ Jason Komala
- ☒ Brandine Leger
- ☒ Elizabeth Dorn Parker
- ☒ Shyanne Wright, Vice Chair
- ☒ Kelly Brown, Chair

City Staff

- ☒ Brian Gruner, Parks and Community Services Director
- ☒ Monique Villasenor, Recreation Manager
- ☒ Raja Sethuraman, Public Works Director
- ☒ Robert Ryan, Public Works Maintenance Manager
- ☒ Laura Fautua, Executive Assistant
- ☒ Kathia Viteri, Office Specialist II

PUBLIC COMMENTS - None

COMMISSIONER COMMENTS AND SUGGESTIONS

Commissioner Komala: Thanked East Side residents for participating in Brentwood Park outreach and shared his appreciation for the park signage, and the monkey bars. He also thanked the Public Works team for completing the new batting cages at TeWinkle Athletic Complex.

Commissioner Leger: Expressed appreciation for the affordability of the Tennis Center, which her son recently started using. She praised the Police Department for engaging with students at a school kickball game and for ensuring pedestrian safety during a high school graduation.

Commissioner Garcia Arcos: Thanked staff but raised concerns about neglect on the West Side. He also shared safety concerns following a nearby shooting and encouraged residents to report issues and check in with their neighbors.

Vice Chair Wright: Expressed sadness over ICE raids and praised city leadership for showing solidarity with affected communities. She also discussed safety improvements under consideration for a dangerous crosswalk near Lions Park and looked forward to reviewing community feedback on Brentwood Park.

Chair Brown: Thanked attendees and survey participants, emphasizing the importance of community engagement, especially for those who may feel unsafe in public spaces. She commended staff for including meaningful public engagement items on the agenda and noted a need for more commission visibility on social media.

CONSENT CALENDAR

1. Minutes – MAY 8, 2025 PACS Draft Minutes
2. Department Report – May 2025

Public Comment: None.

MOTION: To approve Consent Calendar items

MOVED/SECOND: Commissioner Leger / Vice Chair Wright

The motion carried by the following roll call vote:

Ayes: Commissioner Dorn Parker, Commissioner Garcia Arcos, Commissioner Komala, Commissioner Leger, Vice Chair Wright, Chair Brown

Nays: none

Absent: Commissioner Husen

Motion Carried: 6 – 0

MONTHLY REPORTS

1. PARKS AND COMMUNITY SERVICES DIRECTOR'S UPDATE

Mr. Brian Gruner, Parks and Community Services Director presented.

Commissioner Leger inquired about Balearic court completion and TeWinkle Park Project.

Vice Chair Wright inquired update on Skate Park updates for the Arts Commission. Coffee shop request for proposal process and status of Shalimar adjacent property and if any extensions to capital improvement projects (CIP) deadlines.

Chair Brown inquired about how the Fairview Park Master Plan would interact with the Parks and Community Services (PACS) Commission. She also suggested having commissioners participate in concerts in the park by hosting engaging outreach booths to gather public input, particularly on topics like principles and values.

Commissioner Garcia Arcos asked how events impact nesting birds, particularly given the importance of February and September for bird nesting.

Public Comment: None.

Vice Chair Wright would like to see program feedback from participants and end of the summer highlights at a future meeting.

MOTION: To bring agenda item New Business 2 forward before Old Business.

MOVED/SECOND: Chair Brown / Commissioner Dorn Parker.

The motion carried by the following roll call vote:

Ayes: Commissioner Dorn Parker, Commissioner Garcia Arcos, Commissioner Komala, Commissioner Leger, Vice Chair Wright, Chair Brown

Nays: none

Absent: Commissioner Husen

Motion Carried: 6 – 0

NEW BUSINESS:

2. APPROVE PROPOSED DESIGN IMPROVEMENTS FOR BRENTWOOD PARK

Mr. Raja Sethuraman, Public Works Director and Mr. Rober Ryan, Public Works Maintenance Manager presented.

Chair Brown thanked staff for the thorough presentation and proposed that commissioners begin with only essential questions before moving to public comment, with the option to return for further discussion afterward.

Commissioner Garcia Arcos inquired about measures to minimize root damage from digging and heavy equipment and suggested establishing visual root protection zones on job sites to help prevent accidental impacts.

Vice Chair Wright requested clarification on remaining design variables, including the sand pit and cycle track, and encouraged public input on equipment features.

Commissioner Dorn Parker asked for clarification on the type of lighting proposed to avoid potential impacts on nearby homes and inquired about the use of fencing around playgrounds in relation to safety for children and off-leash dogs.

Commissioner Komala asked whether the project's grant-required completion by December 31, 2025, referred to full project completion or just equipment installation.

Commissioner Leger inquired whether it would be easy to replace wood chips with sand at a later stage.

Public Comment:

Kaya: Thanked the commission for creating wonderful playgrounds for children to enjoy.

Lynn Thuy: A resident backing the park, requested repairs to a hazardous cinder block fence and asked for careful consideration of lighting impacts on nearby homes.

Sage: 9-year-old resident, advocated for upgrading the Brentwood Park playground, highlighting accessibility needs and excitement about the proposed design.

Bob Stone: Lives across from the park, supported using DG instead of concrete for safety and expressed concern about potential noise from chimes and nighttime activities.

Speaker #5: A young speaker shared excitement about the prospect of having swings at the park.

Julia: Longtime neighborhood resident, supported the playground renovation so that current and future children could enjoy a safe and fun park, even if she may be too old to benefit herself.

Amy: Provided an aerial map to show Brentwood Park's density and diversity, emphasized the need for inclusive park design, and thanked the City for addressing long-standing community needs.

Son Ma: speaking for several (11) families, supported adding new equipment and sand instead of wood chips, opposed fencing, and emphasized the need for a safer, modern play area after years of delay.

Neil: Daily park user, supported playground upgrades and suggested adding amenities for adults such as a walking path or basketball court while voicing safety concerns about tree limbs near the proposed sand area.

Nico: Briefly thanked the City for preserving the park's trees.

Group of girls: Thanked the City for improving the park and requested swings.

Sean Crawford: House backs up to the park, supported replacing the outdated play structure, raised concerns about the park's unofficial use as a dog park, and cautioned against potential safety issues with restrooms.

Savannah Patterson: New neighborhood resident, suggested more space for trees, bathrooms, and general park improvements.

Friends of Brentwood Park Representative: Thanked staff for their efforts and urged approval of the proposed playground design to unlock grant funding, noting years of grassroots advocacy by residents and children.

Gibney: Grew up near the park, described the play structure as outdated and advocated for smoother pathways to improve access.

Joshua Bauer: Sustainability consultant, supported modernizing the playground but urged the City to preserve the park's green space and use natural materials for pathways rather than concrete.

Bob Turbio: Supports updating the play structure but opposed additions like bathrooms, new structures, and paths that could increase traffic and disrupt the current neighborhood environment.

Commissioner Dorn Parker clarified she was not requesting pickleball courts and asked about mulch vs. sand surfaces, water fountains, lighting, culvert upgrades, and the potential for future public art installations. She also shared a report from Long Beach on successful mobile restrooms and emphasized the value of fulfilling long-standing promises to the community regarding Brentwood Park.

Commissioner Leger proposed a QR code system for reporting off-leash dog activity and suggested using wood chips under the big kid play structure and sand around the toddler area to balance fall safety and accessibility.

Chair Brown asked for clarification on the DG pathway layout, the playground's footprint, and potential encroachment. She also expressed appreciation for the extensive community engagement and advocated for considering art and middle-aged users' needs in park planning.

Commissioner Garcia Arcos raised concerns about DG installation near mature trees and suggested using caution tape and budgeting for an arborist to evaluate tree health and safety, especially around branches overhanging structures..

Vice Chair Wright praised the playground design, highlighting its accessibility, amenities, and community-driven features. She shared survey analysis showing bathrooms were the top-requested item and emphasized including restrooms in future park planning.

Leger: Thank you. Vice Chair, Commissioner Leger, sorry, so working at a school, I could tell you that the wood when it rains swells up and is actually. Softer for falls, whereas the sand gets more compact. So would we be able to do the wood around the big kid play structure and then the sand around the toddler play structure, so they could still have that loop?

Commissioner Komala thanked staff and parents for their efforts and emphasized the importance of accessibility and green space preservation. He shared his personal support for DG paths and sand play, noting their successful use at other parks like Tanager.

Chair Brown emphasized that bathrooms should be viewed as an equity issue and that public parks should be welcoming to all, not just nearby residents. She called for future conversations around values and inclusive planning across Costa Mesa's park system.

MOTION: To approve staff recommendation and that staff explore incorporating an art component in a future stage of the project, seeking cost-effective options such as weatherproof boards for community use and modify the toddler play area design by replacing the proposed corner sand pit with a combination of rubber surfacing and sand, allowing the inclusion of a small track within the project's budget.

MOVED/SECOND: Commissioner Dorn Parker / Commissioner Komala

The motion carried by the following roll call vote:

Ayes: Commissioner Dorn Parker, Commissioner Garcia Arcos, Commissioner Komala, Commissioner Leger, Vice Chair Wright, Chair Brown

Nays: none

Absent: Commissioner Husen

Motion Carried: 6 – 0

NEW BUSINESS:

1. **DONATION OF A MEMORIAL TREE, BENCH AND PLAQUE AT TANAGER PARK**
Mr. Rober Ryan, Public Works Maintenance Manager presented.

Public Comment: None.

MOTION: To approve the donation of a memorial tree and plaque at Tanager Park.

MOVED/SECOND: Commissioner Leger / Commissioner Dorn Parker

The motion carried by the following roll call vote:

Ayes: Commissioner Dorn Parker, Commissioner Garcia Arcos, Commissioner Komala, Commissioner Leger, Vice Chair Wright, Chair Brown

Nays: none

Absent: Commissioner Husen

Motion Carried: 6 – 0

OLD BUSINESS:

1. **PARK CAPITAL IMPROVEMENTS PRINCIPLE AND VALUES WORKSHOP**

Mr. Brian Gruner, Parks and Community Services Director presented.

Commissioner Garcia Arcos identified sustainability, community-centered planning, and equity/access as key values, emphasizing the need to update plant lists and train staff on climate-resilient landscaping. He gave examples of inappropriate plant selection, such as coast live oaks in high-water areas, and called for long-term, educated planning.

Vice Chair Wright highlighted the importance of applying shared values to real-life decisions and expressed concern about the lack of structure in how the commission presents unified input to City Council. She illustrated the complexity of balancing competing community interests using examples like off-leash dogs, model airplanes, and prioritizing different types of park investments.

Chair Brown stressed the need for the commission's work to balance values-based philosophy with practical usability for City Council. She emphasized the importance of creating adaptable tools for future decisions and acknowledged the ambiguity inherent in policymaking.

Public Comment:

Roberto: Chair of the City of Santa Ana's Parks, Recreation, and Community Services Commission, thanked Costa Mesa officials for supporting immigrant communities and encouraged the city to update its Master Plan. He explained the distinction between park access and park equity, urging Costa Mesa to adopt an equity-based analysis—similar to Santa Ana's approach—to better prioritize park investments in underserved and high-need areas.

Commissioner Komala emphasized the importance of community-centered planning, echoing previous comments about balancing philosophical values with practical application. He noted that listening to residents, as demonstrated in the Brentwood Park outreach, elevates equity and ensures city projects reflect diverse definitions of safety and community needs.

Vice Chair Wright supported creating a straightforward framework to clearly convey the commission's recommendations to future commissioners and City Council. She noted the potential value of a one-page tool to supplement verbal discussions and reduce the need to review lengthy meeting recordings.

Commissioner Garcia Arcos stressed the importance of ensuring Latino community representation in equity discussions and offered himself as a resource to support that effort.

Commissioner Dorn Parker agreed that simplicity was key to the effectiveness of the final product and supported developing a clearly defined evaluation tool based on six key criteria. She emphasized recognizing diverse community needs across the city and suggested solutions like designated off-leash areas for dogs as practical compromises.

MOTION: To move forward with a PACs Ad Hoc Committee that includes Commissioners Garcia Arcos, Commissioner Leger, and Chair Brown, with the idea that they will report back at the August meeting with a preliminary discussion item slash draft report

MOVED/SECOND: Chair Brown / Commissioner Dorn Parker

The motion carried by the following roll call vote:

Ayes: Commissioner Dorn Parker, Commissioner Garcia Arcos, Commissioner Komala, Commissioner Leger, Vice Chair Wright, Chair Brown

Nays: none

Absent: Commissioner Husen

Motion Carried: 6 – 0

ADDITIONAL COMMISSIONER MEMBER & STAFF COMMENTS

Commissioner Dorn Parker shared that she and other local moms had begun enjoying daytime pickleball games, with nighttime play also going well. She mentioned upcoming instructional sessions and casual tournaments, thanked the team for their efforts, and expressed enthusiasm for the program's future.

ADJOURNMENT by Chair Brown at 8:57 PM.



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 25-413

Meeting Date: 8/14/2025



PARKS & COMMUNITY SERVICES COMMISSION REPORT

MEETING DATE: August 14, 2025

ITEM NUMBER: CC 2

SUBJECT: DEPARTMENT REPORT – JUNE/JULY 2025

DATE: AUGUST 8, 2025

FROM: BRIAN GRUNER, PARKS AND COMMUNITY SERVICES DIRECTOR

FOR FURTHER INFORMATION BRIAN GRUNER, PARKS AND COMMUNITY SERVICES

CONTACT: DIRECTOR, (714) 754 - 5009

❖ **Adult Sports**

• **Adult Sports**

- Softball League – Operated by Major League Softball
 - Winter 2025 began February 3 – April 18
- Senior Softball League – Operated by City Staff
 - Spring began February 1- August 3

Adult Basketball League - Operated by City Staff				
Season YYYY	Duration	Mon. Teams	Wed. Teams	Participant Total
Winter 2025	Feb. 4 – April 14	8	7	176

• **Fields**

Field Usage	Dec.	Jan.	Feb.	Mar.	April	May	June	July
# of Organizations	52	52	52	53	54	54	54	54
Hours	15,566	9,761	21,216	31,072	42,384	50,660	16,889	11,072

❖ **Community Gardens**

Garden Location	Parcel Quantity	Parcels Rented	Waitlisted
Del Mar	57	57	60
Hamilton	42	42	158

❖ **Contract Classes**

	Dec.	Jan.	Feb.	Mar.	April	May	June	July
Youth & Adult Totals:	199	337	290	320	349	293	362	206

❖ **Costa Mesa Senior Center**

- The June 2025 monthly newsletter was mailed to 4,713 members. This is an increase of 97 members since May 2025.
- On June 26 the Costa Mesa Senior Center hosted it's annual Independence Day Celebration. Seniors enjoyed a barbecue chicken lunch, live music, games and fellowship. A special thanks to the Costa Mesa Fire Department, Costa Mesa Police Department, and the City Manager's office for assisting to serve meals at the event.
- The July 2025 monthly newsletter was mailed to 4,795 members. This is an increase of 82 members since June 2025.
- The Costa Mesa Senior Center is accepting vendor registrations through August 22 for the 10th Annual Knowledge and Health Fair Expo, taking place on September 25 from 10 a.m. to 1 p.m. For vendor registration information, please visit www.costamesaca.gov/seniorcenter.

Senior Programs	Dec.	Jan.	Feb.	March	April	May	June	July
Meals on Wheels OC - Meals	1,234	1,250	1,297	1,332	1,286	1,213	1,122	1,367
Meals on Wheels OC - Seniors	1,169	1,235	1,130	1,332	1,158	1,255	1,157	1,287
Second Harvest Grocery Boxes	208	395	367	420	420	334	371	400
Wellness Calls	1,769	2,179	1,868	1,788	1,684	2,088	571	617
Transportation Program Trips	2,082	2,101	2,149	2,380	2,300	2,565	2,404	2,580

❖ **Downtown Aquatic Center**

Aquatics Programs	Dec.	Jan.	Feb.	March	April	May	June	July
Drop-In Participants	87	87	98	125	134	168	204	259
Total Drop-In Visits	326	322	363	500	553	592	1,016	1,162
Instructional Class Participants	0	6	5	60	233	258	390	652
Instructional Class Attendance	0	27	31	326	842	1,305	1,601	2,546

❖ **Downtown Recreation Center**

	June		July	
Gym Programs	Participants	Total Visits	Participants	Total Visits
Pickleball	134	646	149	824
Youth Open Gym	72	239	77	256
Basketball	53	136	59	147
Volleyball	104	134	74	103

❖ **Facility Rentals**

	Dec.	Jan.	Feb.	March	April	May	June	July
Number of Rentals	32	34	35	54	39	50	35	37

❖ **Fairview Park**

- The City hosts monthly 2nd Saturday restoration events in partnership with Fairview Park Alliance, and 3rd Saturday Restoration days in partnership with Coastal Corridor Alliance. The next second Saturday restoration day is scheduled for August 9th, and the next third Saturday restoration day is scheduled for August 16th.
- The Fairview Park section has initiated a new Fairview Park restoration volunteering opportunity on alternating Fridays. The City currently has openings for a limited number of committed long-term volunteers.
- The City has created a new landing page for Fairview Park Activities and Volunteer Opportunities, which includes information on all restoration volunteer opportunities: Activities and Volunteer Opportunities | City of Costa Mesa
- New technical reports have been completed and published on the City's website as part of the Fairview Park Master Plan Update. Please see the below link to the project website to review these reports, which can be found under the Technical Reports section. <https://www.costamesaca.gov/fvpmp>

❖ **Permits**

June - Park Rental Permits			
Park Location	Permits Issued		Park Location
Canyon	1		Shiffer
Del Mesa	7		Smallwood
Estancia	1		Tanager
Gisler	1		TeWinkle
Heller	4		Vista
Pinkley	1		Wakeham

July - Park Rental Permits			
Park Location	Permits Issued		Park Location
Del Mesa	7		Smallwood
Estancia	1		TeWinkle
Heller	5		Vista
Jordan	1		Wakeham
Shiffer	15		

Film Permits		
	June	July
Permits Issued for the month	0	1
Permits at City Facilities	0	1
Permits at Private Commercial Property	0	0
Pending Permits on TESSA	0	0
Total Permits Issued for 2025	20	21

Special Event Permits		
	June	July
Permits Issued for the month	9	9
Permits at City Facilities	2	5
Permits at Private Commercial Property	7	4
Pending Permits on TESSA	7	11
Total Permits Issued for 2025	35	43

❖ **Youth Programs**

- **Camp Mini Explorers**

- June 9, 2024 – July 18, 2025
- Held at Balearic Community Center in 2 classrooms of 22
- Operates Monday – Friday from 8:00 AM – 1:00 PM

Age (Days)	Capacity	June
3-5 year old	44	44

- **R.O.C.K.S Afterschool Program**

- August 19, 2024 – June 6, 2025
- Registration open now for nine (9) NMUSD school sites

School Site	June
Adams	21
California	116
College Park	64
Davis	168
Killybrooke	53
Paularino	33
Sonora	44
Victoria	30
Whittier	40

- **Summer R.O.C.K.S**

- Free resident summer program from June 9 – August 15, 2025
- Held at Balearic Community Center and Downtown Recreation Center

Balearic Community Center	Enrolled
Session 1 (June 9 - July 11)	273
Session 2 (July 14 - August 8)	301
Session 3 (August 11 - 15)	272
Session 1 (June 9 - July 11)	Enrolled
Session 1 (June 9 - July 11)	98
Session 2 (July 14 - August 8)	119

- **Summer Camp Costa Mesa**

- Fee-based program during NMUSD's summer recess: June 9 – August 8, 2025
- Held at Estancia Park

Week #	Capacity	Enrolled	Waitlist
1 (June 9 - June 13)	90	90	8
2 (June 16 - June 20)	90	90	9
3 (June 23 - June 27)	90	46	—
4 (June 30 - July 3)	90	49	—
5 (July 7 - July 11)	90	47	—
6 (July 14 - July 18)	90	51	—
7 (July 21 - July 25)	90	90	32
8 (July 28 - August 1)	90	90	30
9 (August 4 - August 8)	90	90	34

- **Mobile Recreation**

- Free drop-in program providing recreation to elementary-age children at neighborhood parks with limited access to summer programs
- Registration is not required
- Attends City events to provide interactive games and crafts to the public

Day of the Week	Location	June	July
Monday	Lions Park Event Lawn	38	19
Tuesday	Lions Park Event Lawn	44	24
Wednesday	Lions Park Event Lawn	30	26
Thursday	Lions Park Event Lawn	34	21
Weekends	City Events	500	550

*Movies in the Park, Independence Day Celebration, Concerts in the Park

- **Youth Sports**

- **Happy Feet Running Club**

- Free clinic-based instruction at the Balearic Community Center and Fairview Park
 - Season: June 10 – August 2, 2025
 - End-of-season Fun Run on Saturday, August 2, 2025 at Fairview Park

Divisions / Grade level	Capacity	Enrolled
A. 6th - 8th Grade	40	39
B. 4th - 5th Grade	40	28
C. 1st - 3rd Grade	40	41

- **Teen Program**

- Free afterschool care for 7th - 12th grades from August 19, 2024 – June 5, 2025
 - Teen Centers at TeWinkle Middle School and Downtown Recreation Center (DRC)
 - Offers shuttle transportation from Ensign Inter./Newport Harbor High School to the DRC Teen Center and Save Our Youth (SOY)

Program Location	June
Downtown Recreation Center (DRC)	135
TeWinkle Middle School	-
Excursions	-
Shuttle Service	June
Downtown Recreation Center (DRC)	-
Save Our Youth (SOY)	29

- **Teen Camp**

- Fee-based program during NMUSD's summer recess: June 9 – August 8, 2025
 - Held at Downtown Recreation Center

Week #	Capacity	Enrolled	Waitlist
1 (June 9 - June 13)	27	24	-
2 (June 16 - June 20)	27	27	2
3 (June 23 - June 27)	27	27	11
4 (June 30 - July 3)	27	26	15
5 (July 7 - July 11)	27	27	22
6 (July 14 - July 18)	27	27	17
7 (July 21 - July 25)	27	27	17
8 (July 28 - August 1)	27	27	15
9 (August 4 - August 8)	27	27	13

Upcoming Events	Dates	Location
Teen Dive-In Movie Night	August 22, 2025	Downtown Aquatic Center
Community Arts Day ARTventure	September 13, 2025	Norma Hertzog Community Center
Knowledge & Health Fair Expo	September 25, 2025	Costa Mesa Senior Center
Poetry Workshop	August 16, 2025	Mesa Verde Library
Poetry in the Parks	August 25, 2025	Various Parks



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 25-414

Meeting Date: 8/14/2025

TITLE:

PARK CAPITAL IMPROVEMENTS PRINCIPLE AND VALUES WORKSHOP UPDATE

DEPARTMENT: PARKS AND COMMUNITY SERVICES

RECOMMENDATION:

Staff recommends the Parks and Community Services Commission continue to review, discuss, and establish core principles and values along with key criteria for the development and recommendation of future Capital Improvement Program (CIP) park projects.



Agenda Report

Parks and Community Services Commission

File #: 25-414

Meeting Date: 8/8/2025

TITLE: PARK CAPITAL IMPROVEMENTS PRINCIPLE AND VALUES WORKSHOP UPDATE

DEPARTMENT: PARKS AND COMMUNITY SERVICES

PRESENTED BY: BRIAN GRUNER, PARKS AND COMMUNITY SERVICES

CONTACT INFORMATION: BRIAN GRUNER, PARKS AND COMMUNITY SERVICES DIRECTOR, (714) 754-5009

RECOMMENDATION:

Staff recommends the Parks and Community Services Commission continue to review, discuss, and establish core principles and values along with key criteria for the development and recommendation of future Capital Improvement Program (CIP) park projects.

BACKGROUND:

In previous years, PACS received updates on CIP projects in a quasi-pre-approved format, with limited opportunity to contribute to the development of Parks and Community Services Commission CIP initiatives. As a result, City Council would often adopt proposed CIP projects without receiving substantial input or recommendations from PACS.

In response, staff presented at the April 10, 2025, meeting a workshop to define core principles and values that would guide the process in developing recommendations for future CIP projects in a philosophical framework. In the beginning of the process, staff recommended the commission discuss and identify core principles and values which included questions such as, what principles and values drive the commission's decision-making.

During the May 8, 2025, Parks and Community Services Commission meeting, the Commission discussed various approaches for establishing the framework, including the use of charts, pyramids, descriptive narratives, and other formats. Following this discussion, Commissioners were invited to submit any alternative perspectives or comments on the proposed core principles and values to staff for preparation.

At the June 12, 2025, Parks and Community Services Commission meeting, the Commission formed an Ad Hoc Committee to research information to help guide the creation of the Park Capital Improvements Principle and Values.

ANALYSIS:

In response to this effort, the Ad Hoc Committee is tasked with developing and refining a framework that reflects the Commission's shared vision and values. The committee plays a key role in synthesizing input from Commissioners, identifying core evaluation criteria, and proposing a practical structure to support future CIP recommendations.

The Ad Hoc Committee will present an update to the commission from their research.

FISCAL REVIEW

There is no fiscal review at this time.

LEGAL REVIEW

There is no legal review required since this item is administrative in nature.

CONCLUSION:

Staff recommends the Parks and Community Services Commission continue to review, discuss, and establish core principles and values along with key criteria for the development and recommendation of future Capital Improvement Program (CIP) park projects.



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 25-415

Meeting Date: 8/14/2025

TITLE:

PARK RANGER BIENNIAL REPORT

DEPARTMENT: POLICE DEPARTMENT

RECOMMENDATION:

Staff recommends the Parks and Community Services Commission receive and file the Police Department Park Ranger report.



Agenda Report

Parks and Community Services Commission

Item #: 25-415

Meeting Date: 8/8/2025

TITLE: PARK RANGER BIENNIAL REPORT
DEPARTMENT: PARKS AND COMMUNITY SERVICES
PRESENTED BY: POLICE DEPARTMENT
CONTACT INFORMATION: CARLOS DIAZ, LIEUTENANT, (714) 754-5009

RECOMMENDATION:

Staff recommends the Parks and Community Services Commission receive and file the Police Department Park Ranger report.

ANALYSIS:

Staff will present a brief overview with respect to park ranger operations within the last 6-months.

FISCAL REVIEW:

There is no fiscal review at this time.

LEGAL REVIEW

There is no legal review required for this report.

CONCLUSION:

Staff recommends the Parks and Community Services Commission receive and file the Police Department Park Ranger report.



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 25-405

Meeting Date: 8/14/2025

TITLE:

DONATION OF A MEMORIAL TREE AND PLAQUE AT TEWINKLE PARK

DEPARTMENT: PUBLIC WORKS DEPARTMENT/MAINTENANCE SERVICES DIVISION

PRESENTED BY: ROBERT RYAN, MAINTENANCE SERVICES MANAGER

CONTACT INFORMATION: ROBERT RYAN, MAINTENANCE SERVICES MANAGER (714)
754-5123

RECOMMENDATION:

Staff recommends that the Parks and Community Services Commission accept the donation of a memorial tree and plaque to be installed in TeWinkle Park in memory of Jim Ortiz.

BACKGROUND:

The City is in receipt of a letter from James Ortiz, requesting permission from this Commission to donate a memorial tree and plaque to be installed in TeWinkle Park in memory of his father, Jim Ortiz, who passed in December 2024 (Attachment 1).

Jim Ortiz dedicated his career to the City of Costa Mesa; he was employed with the City for twenty-three years from 2001 to 2024. He began his career at the Costa Mesa Country Club, working in landscape maintenance and rose through the ranks. Jim held several positions in the Public Works Department including Supervisor and Superintendent. Becoming a certified arborist was by far his greatest accomplishment that he felt the most pride in achieving. He was an active participant in several community programs, notably the Neighbors for Neighbors program and Arbor Day. He built strong, positive relationships with his coworkers and the patrons he served.

Jim and his son, James, have created countless memories in the city and throughout the community. TeWinkle Park has always held a special place in their hearts, where they spent time together enjoying the ponds, the wildlife, and the trees. A memorial at TeWinkle Park would not only honor Jim's life but also serve as a place where family, friends, and community members can reflect on the joy he brought to those around him.

ANALYSIS:

The request meets the requirements set forth by City Council Policy 800-4 (Attachment 2). Staff has reviewed the proposed location in TeWinkle Park and determined a suitable location for the memorial tree and plaque (Attachment 3). Staff will work with the donor to schedule the installation.

ALTERNATIVES:

The Commission may deny the request for the donations or may suggest an alternate location.

FISCAL REVIEW:

Upon approval by this Commission, the installation of the tree and plaque will have minimal fiscal impact on the City.

LEGAL REVIEW:

No legal review is required for this item.

CONCLUSION:

Staff recommends that the Parks and Community Services Commission accept the donation of a memorial tree and plaque to be installed in TeWinkle Park in memory of Jim Ortiz.



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

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Jim and his son, James, have created countless memories in the city and throughout the community. TeWinkle Park has always held a special place in their hearts, where they spent time together enjoying the ponds, the wildlife, and the trees. A memorial at TeWinkle Park would not only honor Jim's life but also serve as a place where family, friends, and community members can reflect on the joy he brought to those around him.

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The Commission may deny the request for the donations or may suggest an alternate location.

FISCAL REVIEW:

Upon approval by this Commission, the installation of the tree and plaque will have minimal fiscal impact on the City.

LEGAL REVIEW:

No legal review is required for this item.

CONCLUSION:

Staff recommends that the Parks and Community Services Commission accept the donation of a memorial tree and plaque to be installed in TeWinkle Park in memory of Jim Ortiz.

July 17th, 2025

City of Costa Mesa
Public Services Department
77 Fair Drive
P.O. Box 1200
Costa Mesa, CA 92628

To whom it may concern,

My name is James Ortiz, and I am reaching out in hopes of having a tree planted to honor my father, Jim Ortiz. My father was the embodiment of resilience and determination. He began his career with the city before I was born in the golf division. I have very fond memories of waking up early on Saturdays with my dad to go and turn on the water system for the golf course, as well as setting up the flags for the day. My dad rose up the parks division ranks and became (I don't know the title.) My dad was also a very active participant in the neighbors for neighbors program. I was fortunate enough to attend events with him when I was in high school. After each event, he would always express how great it felt to give back to the community.

Becoming an arborist was by far the accomplishment that he felt the most pride in achieving. I remember him staying up late studying and I quizzed him during his prep for his licensing. My father was elated when he was able to include "certified arborist" whenever someone asked him what he did for a living.

Whenever we drove anywhere, his favorite game to play was "what kind of tree is that?" it was always a very one-sided game, but I knew how much it meant to him. The place he loved playing the game the most was TeWinkle park. TeWinkle park was without a doubt his happy place. We spent many weekends at TeWinkle park enjoying the ponds, the wildlife, and the trees. I truly cannot think of a better way to honor my father's memory, than to have a tree planted in his honor.

Thank you for your consideration,

James Ortiz

CITY OF COSTA MESA, CALIFORNIA

COUNCIL POLICY

SUBJECT	POLICY NUMBER	EFFECTIVE DATE	PAGE
ACCEPTANCE AND RECOGNITION OF DONATION TO CITY PARKS AND PUBLIC FACILITIES AND CIRCLE OF SERVICE RECOGNITION	800-4	6/17/02 12/5/02 7/13/04 6/21/05 REV. 12/1/09	1 of 5

BACKGROUND

The City of Costa Mesa has, over a period of many years, received donations of time, money, materials, and park furniture/equipment, as well as requests for the placement of memorial plaques at City parks and public facilities. No formal process has existed for the acceptance of same, which has led to a disjointed, confusing practice. Due to the lack of a consistently applied policy, there are few records available to substantiate the basis upon which donations and/or the placement of memorial plaques were accepted.

PURPOSE

The purpose of this policy is to establish a consistent procedure for the acceptance and recognition of donations to City parks and public facilities and requests for memorial plaques and Circle of Service recognition.

POLICY

It is the policy of the City of Costa Mesa to encourage donations by individuals, civic groups, and businesses for the purpose of improving City parks and public facilities. Such donations, including the placement of memorial plaques and volunteer efforts for clean-up projects, shall be accomplished in a consistent fashion in accordance with this policy. Any donation of equipment, park furniture, or plantings that include a request for a donor or memorial plaque shall be submitted to the Parks and Recreation Commission for consideration or approval before installation. The exception to this is sponsorships and donations to the K-9 Cleanup program for dog dispensers and bags. Donations and sponsorships to the K-9 Cleanup program can be made to the K-9 Cleanup account through the Costa Mesa Community Foundation. Circle of Service nominations will be reviewed by the Parks and Recreation Commission and approved by the City Council. Financial donations or payments for donated items can be made to the City of Costa Mesa or the Costa Mesa Community Foundation. The Foundation Chair will acknowledge the donation in writing for those donations received by the Costa Mesa Community Foundation.

PROCEDURES AND GUIDELINES**TREE DONATIONS AND THE PLACEMENT OF DONOR OR MEMORIAL PLAQUES**

1. All donations of trees or other planting shall be in accordance with the Parks and Open Space Master Plan and/or comply with the approved park-planting palette. Donated trees shall be a minimum 15-gallon size.

CITY OF COSTA MESA, CALIFORNIA

C O U N C I L P O L I C Y

SUBJECT	POLICY NUMBER	EFFECTIVE DATE	PAGE
ACCEPTANCE AND RECOGNITION OF DONATION TO CITY PARKS AND PUBLIC FACILITIES AND CIRCLE OF SERVICE RECOGNITION	800-4	6/17/02 12/5/02 7/13/04 6/21/05 REV. 12/1/09	2 of 5

2. All requests for placement of plaques memorializing individuals shall be submitted to the Parks and Recreation Commission for approval before installation. Memorial plaques for pets are not allowed within City Parks. However, trees and/or park furniture may be donated in memory of a pet without a plaque.
3. Donor and memorial plaques shall be circular, bronze with a maximum size of six (6) inches in diameter. All plaques shall have standard wording to include "Donated By", "In Memory Of" or "In Honor Of". Donors are responsible for the acquisition and cost of the plaque. The City will incur the cost of installation.
4. All donor and memorial plaques for tree donations shall be located in areas specifically designated for this purpose at each park. In the event an area has not been designated for this purpose, plaques may be installed on concrete pads at the base of donated trees. Plaques will be installed flush with the ground for ease of maintenance and liability purposes.

ADOPT-A-BENCH PROGRAM AND DONATION OF PARK FURNITURE

1. Donated park benches or picnic tables shall be of the type specified in the approved Streetscape and Median Development Standards.
2. The donated park benches or picnic tables will be used to replace old benches and picnic tables at existing locations or placed at new locations that are already Americans with Disabilities Act (ADA) accessible. The Maintenance Services Manager will give the donor the choice of existing locations with approval of the ultimate location by the Maintenance Services Manager.
3. Donor is responsible for the cost of the bench or picnic table. Upon receipt of payment, City staff will acquire the furniture and install it.
4. Donor or Memorial plaques shall be circular, bronze with a maximum size of six (6) inches in diameter. Plaques will be imbedded flush in the concrete pad near the park bench and/or picnic table and are not allowed to be attached to the bench. All plaques shall have standard wording to include, "Donated By", "In Memory Of", or "In Honor Of".

CITY OF COSTA MESA, CALIFORNIA

C O U N C I L P O L I C Y

SUBJECT	POLICY NUMBER	EFFECTIVE DATE	PAGE
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ADOPT-A-PARK PROGRAM

1. The Adopt-A-Park Program is open to interested individuals, businesses, or groups for the clean up and beautification of the City's parks. Adopt-A-Park events are limited to half or one-half day events for litter pick-up, painting and planting projects.
2. The participating individual or group is responsible for providing gloves and tools, such as paintbrushes, trowels, shovels, etc.
3. The City will provide paint, planting materials, trash bags, the removal of filled trash bags, and a staff person for supervision at the event.
4. All participants will be required to complete and sign a Registration and Waiver and Release of Liability form as provided in the application package. Applications are subject to review by the Maintenance Services Manager and approval by the Public Services Director.

CIRCLE OF SERVICE

1. The Circle of Service has been established in Lions Park to commemorate citizens who have provided significant service to the City; made an extraordinary contribution to the City; or contributed to the history of Costa Mesa.
2. The nominee must have been deceased a minimum of one (1) year prior to being nominated and considered by the Parks and Recreation Commission.
3. The nominee must have been a resident of Costa Mesa for a minimum of ten (10) years.
4. The nominee must have been involved in community service for a minimum of seven (7) consecutive years or have given their life in the service of the nation or community.
5. The application shall be completed by a family member, a member of the community, a member of a non-profit organization, or someone from the business community. If service to an organization is identified, corresponding written support from the organization served by the applicant is required.
6. The applicant is responsible for the cost of the plaque and payment must be submitted with the application.

CITY OF COSTA MESA, CALIFORNIA

C O U N C I L P O L I C Y

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7. Circle of Service plaques shall be circular, bronze and be twelve (12) inches in diameter. All plaques shall have standard wording to include "In Memory Of" or "In Honor Of".
8. Plaques shall be installed at Lions Park for candidates approved by City Council once a year in July.

PROCEDURE TO NOMINATE CIRCLE OF SERVICE HONOREES

1. Application forms are available at the Recreation Division Counter. Submit the completed application to the Recreation Division, City Hall, 3rd Floor for review by the Parks and Recreation Commission. The Commission will make a recommendation to the City Council to deny or approve an application. Commission meetings are held on the fourth Wednesday of the month. Agenda items require three weeks to prepare and mail for each meeting. Therefore, information must be received during the first week of the month in order to be placed on the agenda for that month.
2. If the City Council approves the request, the plaque will be purchased by the requesting party and installed by City staff. Staff will also arrange for a dedication ceremony for Circle of Service inductees and notification of all interested parties.
3. The City assumes no liability for the replacement or repair of plaques, but will assume responsibility for normal maintenance.

K-9 CLEANUP PROGRAM

Sponsorships

1. Sponsorship information for dog dispensers and bags and application forms are available in the City Manager's Office. Submit the completed forms to the City Manager's Office, along with the sponsorship donation, made payable to the Costa Mesa Community Foundation. Sponsorship tiered funding amounts shall be adjusted, as necessary, by the Community Foundation. The Public Services staff will purchase the dispenser and bags, create the sponsorship sign, and assign the location of the dispenser. The applicant will be advised of the location of the dispenser.
2. The City assumes no liability for the replacement or repair of the sponsorship sign, but will assume responsibility for normal maintenance.

CITY OF COSTA MESA, CALIFORNIA

C O U N C I L P O L I C Y

SUBJECT	POLICY NUMBER	EFFECTIVE DATE	PAGE
ACCEPTANCE AND RECOGNITION OF DONATION TO CITY PARKS AND PUBLIC FACILITIES AND CIRCLE OF SERVICE RECOGNITION	800-4	6/17/02 12/5/02 7/13/04 6/21/05 REV. 12/1/09	5 of 5

Donations

Donations to the K-9 Cleanup program shall be submitted to the Costa Mesa Community Foundation. The donations may also be submitted at the Finance Department counter. Each donation shall be placed in the K-9 Cleanup account for future use to offset costs for bags, dispensers, costs for stocking dispensers, and/or repairs.

PROCEDURE TO ACCEPT FINANCIAL DONATIONS

1. Any donation of a strictly financial nature shall be submitted to the City Council or the Costa Mesa Community Foundation. The donation shall be placed in a special account for future use.
2. Donors may specify that the money be used for a specific project or for purchase of a specific item.
3. If the donor does not identify the donation for a specific project, it shall be used as deemed appropriate by the City Council or the Foundation Board.
4. The Foundation Chair shall acknowledge all donations to the Foundation in writing.

TeWinkle Park Memorial Tree and Plaque Donation

Proposed Location

