



# **CITY OF COSTA MESA**

## **PARKS AND COMMUNITY SERVICES COMMISSION**

### **Agenda**

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**Thursday, March 14, 2024**

**6:00 PM**

**City Council Chambers  
77 Fair Drive**

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Please click the link below to join the webinar:

<https://us06web.zoom.us/j/99993346354?pwd=ZXgrQ0xScIBLRVBleIBHN2U3TkNpdz09>

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Enter Webinar ID: 999 9334 6354 / Password: 945795

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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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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 [pacsccomments@costamesaca.gov](mailto:pacsccomments@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.

5. 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. 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. Please e-mail to [pacscomments@costamesaca.gov](mailto:pacscomments@costamesaca.gov) NO LATER THAN 12:00 Noon on the date of the meeting.

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**

**MARCH 14, 2024 – 6:00 P.M.**

**ELIZABETH DORN PARKER**  
District 6 - Chair

**SCOTT GLABB**  
District 1 - Commissioner

**KELLY BROWN**  
District 5 - Vice Chair

**CASSIUS RUTHERFORD**  
District 2 - Commissioner

**CRISTIAN GARCIA ARCOS**  
District 4 - Commissioner

**TERRY WALL**  
District 3 - Commissioner

**SHAYANNE WRIGHT**  
At-Large - 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.

**OLD BUSINESS:**

1. **[MINUTES](#)** **[24-094](#)**

RECOMMENDATION:

Approval of the minutes of the February 8, 2024, Parks & Community Services Commission meeting.

**Attachments:** [02/08/24 PACS Draft Minutes](#)

2. [\*\*DONATION OF TWO TREES, MEMORIAL BENCH, AND PLAQUE AT 24-085 FAIRVIEW PARK\*\*](#)

RECOMMENDATION:

Staff recommends that the Parks and Community Services Commission accept the donation of two (2) trees, a memorial bench, and a plaque to be installed at Fairview Park, in memory of Dr. Anthony Caciagli.

**Attachments:** [Agenda Report](#)

1. [Agenda Report Fairview Park Steering Committee](#)

**NEW BUSINESS:**

1. [\*\*DONATION OF A MEMORIAL TREE AND PLAQUE AT LIONS PARK\*\*](#) [\*\*24-084\*\*](#)

RECOMMENDATION:

Staff recommends that the Parks and Community Services Commission accept the donation of a tree and plaque to be installed at Lions Park, in memory of Richard 'Dick' W. Jantzer.

**Attachments:** [Agenda Report](#)

1. [Applicant's Letter](#)
2. [Council Policy 800-4](#)

2. [\*\*2023 ANNUAL REPORT FROM MAJOR LEAGUE SOFTBALL\*\*](#) [\*\*24-095\*\*](#)

**Attachments:** [Agenda Report](#)

1. [Major League Softball Annual Report-2023](#)

**MONTHLY REPORTS**

1. [\*\*PARK RANGER REPORT\*\*](#) [\*\*24-096\*\*](#)

**Attachments:** [Park Ranger Report - February 2024](#)

2. [\*\*DIRECTOR'S REPORT\*\*](#) [\*\*24-097\*\*](#)

**Attachments:** [Director's – February 2024](#)

**ADDITIONAL COMMISSION MEMBER & STAFF COMMENTS**

**ADJOURNMENT**

**Next Regularly Scheduled Meeting: THURSDAY, APRIL 11, 2024**



# CITY OF COSTA MESA

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 24-094

**Meeting Date:** 3/14/2024

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**TITLE:**

**MINUTES**

**DEPARTMENT:** PARKS AND COMMUNITY SERVICES

**RECOMMENDATION:**

Approval of the minutes of the February 8, 2024, Parks & Community Services Commission meeting.

FEBRUARY 8, 2024  
6:00 P.M. – UNOFFICIAL MINUTES

**CALL TO ORDER** by Vice Chair Dorn Parker at 6:00pm.

**PLEDGE OF ALLEGIANCE** by Commissioner Wall.

**ROLL CALL**

= Present     = Absent

**Commissioners**

- Cristian Garcia Arcos
- Scott Glabb
- Cassius Rutherford
- Terry Wall
- Shayanne Wright
- Kelly Brown, Vice Chair
- Elizabeth Dorn Parker, Chair

**City Staff**

- Monique Villasenor, Recreation Manager
- Robert Ryan, Maintenance Services Manager
- Raja Sethuraman, Public Works Director
- Laura Fautua, Executive Assistant
- Kathia Viteri, Office Specialist II
- Kelly Dalton, Fairview Park Administrator

**PRESENTATION**

**1. CAPITAL IMPROVEMENT PROJECTS UPDATE**

Public Works Director, Raja Sethuraman presented.

Vice Chair Brown inquired if this was all Park projects and requested Staff to include Fairview Park Capital Improvement Projects (CIP) to the chart.

Mr. Sethuraman mentioned the goal is to have outreach meetings in March/April for the Ketchum-Libolt/Shalimar projects.

Vice Chair Brown requested the notice be available as soon as the dates become available.

**PUBLIC COMMENTS**

Andy Campbell: Member of the Fairview Park steering committee, would like to see Fairview Park CIP's on the chart as well as CIP's brought to the Fairview Park Steering Committee for review.

Kim Hendricks: Would like to share with commissioners some calendars from Fairview Park Alliance.

**COMMISSIONER COMMENTS AND SUGGESTIONS**

**Commissioner Wall:** Highlighted the City *Spotlight* and announced his 1-year anniversary on the Parks and Community Services Commission. Would also like to know how a park gets a monument sign as Tanager Park does not have one.

**Commissioner Garcia Arcos:** Highlighted Shalimar Park and the community of mom's who help families in the community in need.

**Commissioner Glabb:** None.

**Vice Chair Brown:** Attended the Butterfly Park unveiling last week and enjoyed the setup. Would like to see future unveilings be on a weekend date to help allow those who work on a weekday have an opportunity to attend the unveiling.

**Chair Dorn Parker:** Spoke about Brentwood and park space surrounding in Brentwood and looking forward to an accessible park. Thanked Park Rangers involvement with Harper Park, and there seems to be less dogs off leash, there's also conversations with the district about how to utilize the space better so that the community knows when the community can use the large fields when they can't.

## **OLD BUSINESS**

### **1. Minutes – 01/11/2024 PACS Draft Minutes**

**MOTION:** Approve the amended minutes of January 11, 2024 Commission meeting.

**MOVED/SECOND:** Vice Chair Brown/Commissioner Glabb.

The motion carried by the following roll call vote:

**Ayes:** Commissioner Garcia Arcos, Commissioner Glabb, Commissioner Wall, Vice Chair Brown, Chair Dorn Parker

**Nays:** none

**Absent:** Commissioner Wright, Commissioner Rutherford

**Motion Carried:** 5 – 0

## **NEW BUSINESS:**

### **1. DONATION OF TWO TREES, MEMORIAL BENCH AND PLAQUE AT FAIRVIEW PARK**

Mr. Robert Ryan, Maintenance Services Manager presented.

Commissioner Garcia Arcos inquired what nursery the City uses to get City trees.

Commissioner Glabb inquired how many of these types of requests get submitted yearly and if any get denied. Also acknowledged Ms. Hendricks' correspondence.

Vice Chair Brown would like to see the Fairview Park Steering Committee provide input before the Commission reviews the donation.

#### **Public Comment:**

Andy Campbell: expressed concerned with inserting a tree at Fairview Park as Fairview Park has been identified as an archaeological rich area and agreed with Commissioners this item be included for Fairview Park Steering Committee review.

Kim Hendricks: would like to see this go before the Fairview Park Steering Committee and input from the MIG Consultant who are updating the Fairview Park Master Plan.

**MOTION:** That the donation of two (2) trees, memorial bench and plaque at Fairview Park be provided to the Fairview Park Steering Committee for review and returned to the Parks and Community Services Commission at the next agenda meeting for Commission review.



**MOVED/SECOND:** Vice Chair Brown/Commissioner Wall.

The motion carried by the following roll call vote:

**Ayes:** Commissioner Garcia Arcos, Commissioner Glabb, Commissioner Wall, Vice Chair Brown, Chair Dorn Parker

**Nays:** none

**Absent:** Commissioner Wright, Commissioner Rutherford

**Motion Carried:** 5 – 0

## **MONTHLY REPORTS**

### **1. PARK RANGER REPORT JANUARY 2024**

Ms. Villasenor, Recreation Manager presented.

Chair Dorn Parker highlighted correspondence received.

Vice Chair Brown would like to have a Park Ranger attend a future meeting to present the report to help better understand the new report along with their concerns/challenges.

Chair Dorn Parker would like to see backup data of arrests and citations and see trends and bring back the Park Ranger ride along opportunity.

**Public Comment:**

Andy Campbell: Highlighted another Fairview Park Steering Committee member, Jennifer Thomas, is also in the audience.

### **2. DIRECTOR'S REPORT – January 2024**

Ms. Villasenor, presented.

**Public Comment:** None.

## **ADDITIONAL COMMISSIONER MEMBER & STAFF COMMENTS**

**ADJOURNMENT** by Chair Dorn Parker at 6:57 P.M.

**NEXT REGULAR ARTS COMMISSION MEETING: THURSDAY, April 11, 2024 at 6:00 P.M.**



# CITY OF COSTA MESA

77 Fair Drive  
Costa Mesa, CA 92626

## Agenda Report

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**File #:** 24-085

**Meeting Date:** 3/14/2024

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**TITLE:**

**DONATION OF TWO TREES, MEMORIAL BENCH, AND PLAQUE AT FAIRVIEW 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 two (2) trees, a memorial bench, and a plaque to be installed at Fairview Park, in memory of Dr. Anthony Caciagli.

**BACKGROUND:**

The City received a request from Michael and Denise Moon requesting permission from this Commission to donate two trees, a bench and a plaque at Fairview Park in memory of Dr. Anthony Caciagli. The request was presented to the Parks and Community Services Commission at their regularly scheduled meeting on February 8, 2024. A motion was made, seconded, and carried 5-0, to direct staff to seek input from the Fairview Park Steering Committee for review and return to the Parks and Community Services Commission at the next agenda meeting for Commission review.

At the February 14, 2024 Fairview Park Steering Committee meeting, Fairview Park Administrator, Kelly Dalton presented the donation request to the Committee. See (Attachment 1). After extensive discussion, a motion was made, seconded and carried 4-0, to recommend that the Parks and Community Services Commission approve the installation of a bench with a plaque on it with no concrete pads at Fairview Park and defer the two (2) trees and in ground monument to another park (s) in the City due to environmental and archaeological concerns.

**ANALYSIS:**

The original request meets the requirements as set forth by City Council Policy 800-4. Staff has reviewed the proposed locations in Fairview Park and determined that these are suitable for the donation.

The installation of the bench will require three (3) 1'x2' footings. Should the Commission still consider approving the planting of the two (2) trees, the donor would be required to select from a preapproved list of native trees including: Coast Live Oak, Cork Oak, White Alder, Western Sycamore

or California Bay.

The applicant has been notified of the Parks and Community Services Commission meeting and has been sent a copy of the staff report.

**ALTERNATIVES:**

The Commission may accept the recommendations from the Fairview Park Steering Committee in part or in whole. The Commission may deny the request for the donation of a bench and two trees, altogether, or may suggest alternate locations for the donation.

**FISCAL REVIEW:**

Upon approval by this Commission, the installation will be coordinated by City staff and will have minimal fiscal impact on the City, as the donor will incur the costs of any donated items.

**LEGAL REVIEW:**

No legal review is required for this item.

**CONCLUSION:**

Staff recommends that the Parks and Community Services Commission approve the request for the donation of a memorial bench, two (2) trees, and a plaque to be installed at Fairview Park in memory of Dr. Anthony Caciagli.



# CITY OF COSTA MESA

77 Fair Drive  
Costa Mesa, CA 92626

## Agenda Report

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**File #:** 24-085

**Meeting Date:** 3/14/2024

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**TITLE:**

**DONATION OF TWO TREES, MEMORIAL BENCH, AND PLAQUE AT FAIRVIEW 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 two (2) trees, a memorial bench, and a plaque to be installed at Fairview Park, in memory of Dr. Anthony Caciagli.

**BACKGROUND:**

The City received a request from Michael and Denise Moon requesting permission from this Commission to donate two trees, a bench and a plaque at Fairview Park in memory of Dr. Anthony Caciagli. The request was presented to the Parks and Community Services Commission at their regularly scheduled meeting on February 8, 2024. A motion was made, seconded, and carried 5-0, to direct staff to seek input from the Fairview Park Steering Committee for review and return to the Parks and Community Services Commission at the next agenda meeting for Commission review.

At the February 14, 2024 Fairview Park Steering Committee meeting, Fairview Park Administrator, Kelly Dalton presented the donation request to the Committee. See (Attachment 1). After extensive discussion, a motion was made, seconded and carried 4-0, to recommend that the Parks and Community Services Commission approve the installation of a bench with a plaque on it with no concrete pads at Fairview Park and defer the two (2) trees and in ground monument to another park (s) in the City due to environmental and archaeological concerns.

**ANALYSIS:**

The original request meets the requirements as set forth by City Council Policy 800-4. Staff has reviewed the proposed locations in Fairview Park and determined that these are suitable for the donation.

The installation of the bench will require three (3) 1'x2' footings. Should the Commission still consider approving the planting of the two (2) trees, the donor would be required to select from a preapproved list of native trees including: Coast Live Oak, Cork Oak, White Alder, Western Sycamore

or California Bay.

The applicant has been notified of the Parks and Community Services Commission meeting and has been sent a copy of the staff report.

**ALTERNATIVES:**

The Commission may accept the recommendations from the Fairview Park Steering Committee in part or in whole. The Commission may deny the request for the donation of a bench and two trees, altogether, or may suggest alternate locations for the donation.

**FISCAL REVIEW:**

Upon approval by this Commission, the installation will be coordinated by City staff and will have minimal fiscal impact on the City, as the donor will incur the costs of any donated items.

**LEGAL REVIEW:**

No legal review is required for this item.

**CONCLUSION:**

Staff recommends that the Parks and Community Services Commission approve the request for the donation of a memorial bench, two (2) trees, and a plaque to be installed at Fairview Park in memory of Dr. Anthony Caciagli.



# City of Costa Mesa

77 Fair Drive  
Costa Mesa, CA 92626

## Agenda Report

Fairview Park Steering Committee

**Item #: 3A**

**Meeting Date: 2/14/24**

**TITLE:** DONATION OF TWO TREES, MEMORIAL BENCH AND PLAQUE

**PRESENTED BY:** KELLY DALTON, FAIRVIEW PARK ADMINISTRATOR

**CONTACT INFORMATION:** ROBERT RYAN, MAINTENANCE SERVICES MANAGER,  
(714) 327-7499

**RECOMMENDATION:**

At the request of the Parks and Community Services Commission, staff recommends that the Fairview Park Steering Committee provide feedback on the attached request for donation of the two trees, memorial bench and plaque at Fairview Park (Attachment 1). The Parks and Community Services Commission will revisit this item during its next meeting, scheduled for March 14, 2024.

**BACKGROUND:**

Please see the attached background information on this item in the attached Parks and Community Services Commission agenda report from February 8, 2024.

**RECOMMENDATION:**

Staff recommends that the Fairview Park Steering Committee provide feedback on the request for donation of the two (2) trees, memorial bench and plaque. The Parks and Community Services Commission will revisit this item during its next meeting, scheduled for March 14, 2024.



# CITY OF COSTA MESA

## Agenda Report

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File #: 24-036

Meeting Date: 2/8/2024

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**TITLE:**

**DONATION OF TWO TREES, MEMORIAL BENCH AND PLAQUE AT FAIRVIEW PARK**

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

**PRESENTED BY: ROBERT RYAN, MAINTENANCE SERVICES MANAGER**

**CONTACT INFORMATION: ROBERT RYAN, MAINTENANCE SERVICES MANAGER, (714)  
327-7499**

**RECOMMENDATION:**

Staff recommends that the Parks and Community Services Commission accept the donation of two trees, a memorial bench and a plaque to be installed in Fairview Park, in memory of Dr. Anthony Caciagli.

**BACKGROUND:**

The City is in receipt of a letter from Michael and Denise Moon (Attachment 1) requesting permission from this Commission to donate two trees, a bench, and a plaque at Fairview Park in memory of Dr. Anthony Caciagli. The request includes the following plaque language: "In Loving Memory of Dr. Anthony Caciagli".

Dr. Caciagli was born in Manhattan in 1929 and was a U.S. Army veteran who fought in the Korean War. He married his only wife Lillian and had three (3) children, including Michael's wife, Denise Moon. He graduated from Cornell University with a degree in Veterinary medicine in 1958. He loved parks, trees, and especially the birds of our town and often adopted pets that were rejected by their previous owners and pets from his office that had ailments and injuries.

Dr. Caciagli returned to California to be near his children in Costa Mesa and lived with Mike and Denise Moon for four (4) years. He liked to walk, especially around the park. As Anthony grew older, his ability to walk gradually decreased. He had to stop and rest more frequently and appreciated a bench along a walking path, especially if it had a shade tree.

Michael and Denise Moon spoke with Dr. Caciagli about his remembrance and he fully supported the idea of a memorial bench with a tree that would be provided to the City of Costa Mesa.

Michael and Denise Moon have lived in Costa Mesa since 2001. Their daughter Michelle, has resided in Costa Mesa for most of her forty (40) years. The bench and trees will provide them a spot to gather and remember their father and grandfather.

**ANALYSIS:**

The request meets the requirements as set forth by City Council Policy 800-4. (Attachment 2). Staff has reviewed the proposed locations in Fairview Park and determined that these are suitable for the donation. Staff will work with the donors to schedule the installations.

The applicant has been notified of the Parks and Community Services Commission meeting and has been sent a copy of the staff report.

**ALTERNATIVES:**

The Commission may deny the request for the donation of a bench and two trees or may suggest alternate locations.

**FISCAL REVIEW:**

Upon approval by this Commission, the installation will be coordinated by City staff and will have minimal fiscal impact on the City, as the donor will incur the costs of the donated items.

**LEGAL REVIEW:**

No legal review is required for this item.

**CONCLUSION:**

Staff recommends that the Parks and Community Services Commission approve the request for the donation of a memorial bench, two trees and a plaque to be installed at Fairview Park in memory of Dr. Anthony Caciagli.



November 6, 2023

City of Costa Mesa  
Public Services Department  
77 Fair Drive  
P.O. Box 1200  
Cost Mesa, CA 92628-1220

ATTN: Jim Ortiz

RE; request to donate bench and tree

Dear Mr. Ortiz,

We are writing once again to request the opportunity to donate a bench in honor of Dr. Anthony Caciagli at a location in Fairview Park.

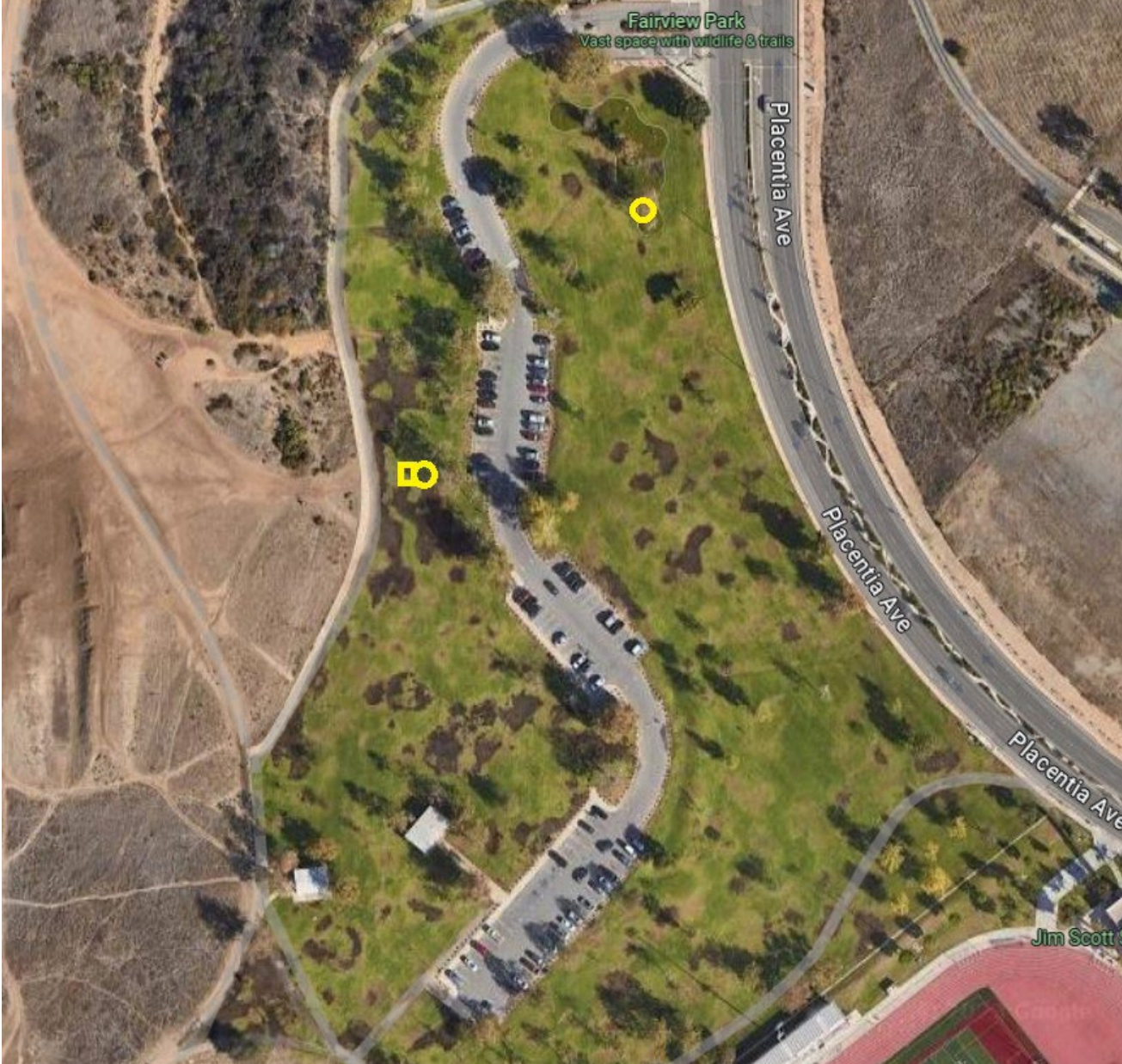
Anthony was my father in law and lived with Denise and I at our house on the west side of Costa Mesa for the last 4 years of his life. Anthony had been a veterinarian and loved parks, trees, and especially the birds of our town. Anthony was born in Manhattan in 1929 and was a US Army veteran of the Korean War. He graduated from Cornell with a degree in veterinary medicine in 1958. He married his only wife, Lillian, and had three children including my wife Denise. His love of living things and education in life science were exceptional. He often adopted pets that were rejected by their owners after those pets had come into his office with ailments and injuries. He came out to California to be near his children. He moved to Costa Mesa, to our house, because he needed help with daily living tasks.

He liked to walk, especially in or near a park. As he grew older his ability to walk gradually decreased. He had to stop and rest more often and really appreciated a bench along a path, especially if it had a shade tree. We believe older people enjoy the time walking in our park and it becomes even better if they can find a place to rest during their walks. To rest and view old Saddleback off in the distance can be a real comfort when all else is wearing out. We spoke with Anthony about his desire for remembrance, and he fully supported the 'bench with a tree' that we would like to provide the city of Costa Mesa.

Denise and I have lived in Costa Mesa since 2001. Our daughter Michelle, also lives in Costa Mesa and has for most of her 40 years.

Sincerely,

Michael & Denise Moon



## 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 Rev. 07/13/04	1 of 4

**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. 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.
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

**CITY OF COSTA MESA, CALIFORNIA**

**C O U N C I L   P O L I C Y**

<b>SUBJECT</b>	<b>POLICY NUMBER</b>	<b>EFFECTIVE DATE</b>	<b>PAGE</b>
<b>ACCEPTANCE AND RECOGNITION OF DONATION TO CITY PARKS AND PUBLIC FACILITIES AND CIRCLE OF SERVICE RECOGNITION</b>	800-4	6-17-02 12/5/02 Rev. 07/13/04	2 of 4

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”.

**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.

**CITY OF COSTA MESA, CALIFORNIA**

**C O U N C I L   P O L I C Y**

<b>SUBJECT</b>	<b>POLICY NUMBER</b>	<b>EFFECTIVE DATE</b>	<b>PAGE</b>
<b>ACCEPTANCE AND RECOGNITION OF DONATION TO CITY PARKS AND PUBLIC FACILITIES AND CIRCLE OF SERVICE RECOGNITION</b>	800-4	6-17-02 12/5/02 Rev. 07/13/04	3 of 4

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.
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.

**CITY OF COSTA MESA, CALIFORNIA**

**C O U N C I L   P O L I C Y**

<b>SUBJECT</b>	<b>POLICY NUMBER</b>	<b>EFFECTIVE DATE</b>	<b>PAGE</b>
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**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, 3<sup>rd</sup> 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.

**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.

## DONATION OF TWO TREES, MEMORIAL BENCH AND PLAQUE AT FAIRVIEW PARK

Public Works Department  
February 8, 2024



1

### Background – Donation Request



- The City received a request from Michael and Denise Moon requesting permission from this Commission to donate two (2) trees, memorial bench and plaque in honor of Dr. Anthony Caciagli.
- The trees, bench and plaque would be installed at Fairview Park
- The species of tree has not yet been determined, but will fit with the existing trees in the park.

2

2

## Background – Donation Request



3



3

## Location – Donation Request



4



4



## Location – Donation Request

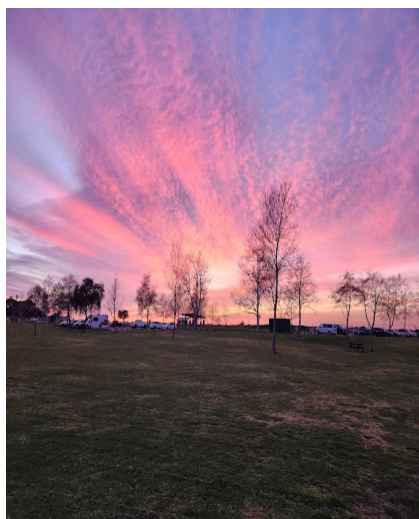


5



5

## Recommendation – Donation Request



- Staff has reviewed the suggested location and determined that it is suitable for the donated bench, plaque, and trees.
- The installation of the bench, plaque, and trees will have minimal fiscal impact on the City. The donor will incur the cost of all the donated items.
- The submitted request meets the requirements as set forth by the City Council Policy 800-4
- Therefore, it is recommended that the Commission approve the request from Mr. and Mrs. Moon for the donation of the memorial to Dr. Caciagli.



6



6



Questions?





# CITY OF COSTA MESA

77 Fair Drive  
Costa Mesa, CA 92626

## Agenda Report

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**File #:** 24-084

**Meeting Date:** 3/14/2024

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**TITLE:**

**DONATION OF A MEMORIAL TREE AND PLAQUE AT LIONS 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 tree and plaque to be installed at Lions Park, in memory of Richard 'Dick' W. Jantzer.

**BACKGROUND:**

The City is in receipt of a letter from Anita Hooper, Becky Larsen, and Stella Guild (Attachment 1) requesting approval from this Commission to donate a tree and plaque at Lions Park in memory of Richard 'Dick' W. Jantzer. The request includes the following plaque language: "In Loving Memory of Richard 'Dick' W. Jantzer."

Mr. Jantzer was a long-time Costa Mesa resident, who owned his own Real Estate and Property Management company in the city. He was a Purple Heart recipient while serving in the Army during the Vietnam War. After graduating from Penn State University, Mr. Jantzer started the Orange County Chapter of the PSU Alumni Association and was an active board member until 2023. His volunteerism continued with his long-time involvement with the Knights of Columbus where he held several positions, including Grand Knight.

Mr. Jantzer had a special place in his heart for children, especially those who came from challenging backgrounds. He served as an advocate for CASA 'Court Appointed Special Advocates' and was a long-standing supporter of Mary's Path and Project Cuddle in Costa Mesa.

For most of this life, Mr. Jantzer lived and served in the City of Costa Mesa. The requestors have chosen Lions Park as it reflects Mr. Jantzer's love for children and connection to Penn State University, whose mascot is a lion. The requestors felt it would be fitting for the memorial to be in a park with an active playground where children are experiencing carefree joy.

**ANALYSIS:**

The request meets the requirements as set forth by City Council Policy 800-4. (Attachment 2). Staff has reviewed the proposed location at Lions Park and determined that it is suitable for the donation. Staff worked with the donor to identify a New Zealand Christmas tree as the memorial tree. Staff will work with the donor to schedule the installations.

The applicant has been notified of the Parks and Community Services Commission meeting and has been sent a copy of the staff report

**ALTERNATIVES:**

The Commission may deny the request for the donation of a tree and plaque at Lions Park or may suggest alternate locations.

**FISCAL REVIEW:**

Upon approval by this Commission, the installation will be coordinated by City staff and will have minimal fiscal impact on the City as the donor will incur the cost of the donated items.

**LEGAL REVIEW:**

No legal review is required for this item.

**CONCLUSION:**

Staff recommends that the Parks and Community Services Commission approve the request for the donation of a tree and plaque for installation at Lions Park in memory of Richard 'Dick' W. Jantzer.



# CITY OF COSTA MESA

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 24-084

**Meeting Date:** 3/14/2024

---

**TITLE:**

**DONATION OF A MEMORIAL TREE AND PLAQUE AT LIONS PARK**

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

**PRESENTED BY:** ROBERT RYAN, MAINTENANCE SERVICES MANAGER

**CONTACT INFORMATION:** ROBERT RYAN, MAINTENANCE SERVICES MANAGER, (714)  
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Mr. Jantzer had a special place in his heart for children, especially those who came from challenging backgrounds. He served as an advocate for CASA 'Court Appointed Special Advocates' and was a long-standing supporter of Mary's Path and Project Cuddle in Costa Mesa.

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No legal review is required for this item.

**CONCLUSION:**

Staff recommends that the Parks and Community Services Commission approve the request for the donation of a tree and plaque for installation at Lions Park in memory of Richard 'Dick' W. Jantzer.

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**From:** bythesea08@aol.com <bythesea08@aol.com>  
**Sent:** Thursday, February 22, 2024 5:32 PM  
**To:** ORTIZ, JIM <JIM.ORTIZ@costamesaca.gov>  
**Subject:** Tree Planting Request

Hi Jim.

On behalf of Becky Larsen, Stella Guild and myself, we would like to have a tree and plaque planted in Lions Park. This donation is being made in loving remembrance of our longtime close friend, Richard "Dick" W. Jantzer Sr..

Not only was Mr. Jantzer a longtime Costa Mesa resident, he also owned his own Real Estate & Property Management company in the city. He was a Purple Heart recipient while serving in the Army during the Vietnam War. After graduating Penn State University, Mr. Jantzer started the Orange County Chapter of the PSU Alumni Association and was an active board member until his death in 2023. His volunteerism continued with his long time involvement with the Knights of Columbus, his service as an CASA advocate serving youth from challenging backgrounds and decades supporting Mary's Path and Project Cuddle in Costa Mesa.

It is because of Mr. Jantzer's love for helping children that it only seemed fitting that we chose to donate a tree that would provide shade in an area by a playground. We chose Lions Park because the PSU mascot is a Lion. We couldn't have found a more fitting place to honor Mr. Jantzer.

Thank you for your consideration of our request.

Sincerely,  
Anita Hooper

# Lions Park

Proposed location for memorial tree and plaque





## 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 Rev. 07/13/04	1 of 4

**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. 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.
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

**CITY OF COSTA MESA, CALIFORNIA**

**C O U N C I L   P O L I C Y**

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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.
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**CITY OF COSTA MESA, CALIFORNIA**

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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.
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".
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**CITY OF COSTA MESA, CALIFORNIA**

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**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, 3<sup>rd</sup> 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.

**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.



# CITY OF COSTA MESA

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 24-095

**Meeting Date:** 3/14/2024

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**TITLE:**

**2023 ANNUAL REPORT FROM MAJOR LEAGUE SOFTBALL**

**DEPARTMENT:**

**PARKS AND COMMUNITY SERVICES**



## Agenda Report

Parks and Community Services Commission

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Item #: 24-095

Meeting Date: 3/14/2024

---

**TITLE:** 2023 ANNUAL REPORT FROM MAJOR LEAGUE SOFTBALL  
**DEPARTMENT:** PARKS AND COMMUNITY SERVICES  
**PRESENTED BY:** MONIQUE VILLASENOR, RECREATION MANAGER  
**CONTACT INFORMATION:** ASHLEY THOMAS, SR. RECREATION SUPERVISOR, (714) 754-5052

### **RECOMMENDATION:**

It is the recommendation of the Recreation Manager that the Commission receive and file the 2023 Annual Report from Major League Softball.

### **BACKGROUND:**

Major League Softball, Inc. ("MLS") has provided the City of Costa Mesa ("City") with an Adult Softball Program on a year-round basis since August 10, 2015. Operations include league marketing services, program administration and coordination, officiating services, and a computerized scoring system. Three seasons are offered annually: spring, summer, and fall.

### **ANALYSIS:**

The current registration fees are \$360 for returning teams and \$395 for new teams. The pre-Covid agreement stipulated that MLS would pay the City 40 percent (40%) of all registration fees. Due to the challenges presented by the pandemic, however, MLS and the City negotiated the terms to provide MLS with additional resources to return to play and be in compliance with all health regulations. For the period of January 1, 2022 through December 31, 2022, MLS retained seventy percent (70%) of each team's registration fee, while the City received the remaining thirty percent (30%) of each team's registration fee. These terms returned to the pre-Covid rates of 60/40 in 2023.

Per the most recent agreement, MLS is required to submit an annual report to the City detailing the following information: number of teams, percentage of Costa Mesa residents, list of complaints from participants, report of major injuries, list of incidents related to field play, participant feedback, etc. This report is included for the Commission's review (Attachment 1).

### **FISCAL REVIEW:**

There are currently no costs associated with this process.

**LEGAL REVIEW:**

There is no legal review required for this report.

**CONCLUSION:**

The Recreation Manager recommends that the Commission receive and file the 2023 Annual Report from Major League Softball.



**MEMORANDUM**

**DATE:** JANUARY 25, 2024  
**TO:** CITY OF COSTA MESA PARKS AND RECREATION DEPARTMENT  
**FROM:** DAVE JOHNSON, PRESIDENT, MAJOR LEAGUE SOFTBALL *D.J.*  
**SUBJECT:** ANNUAL REPORT FOR THE 2023 COSTA MESA ADULT SOFTBALL PROGRAM

**BACKGROUND**

Major League Softball, Inc. (“MLS”) has provided the City of Costa Mesa (“City”) with an Adult Softball Program on a year round basis since August 10, 2015. Operations include league marketing services, program administration and coordination, officiating services, computerized scoring system as well as the design, procurement and distribution of individual awards for 1st-Place and 2nd-Place teams. The Costa Mesa Adult Softball Program positioned online at [www.mlsoftball.com](http://www.mlsoftball.com) and participants are able to register their teams, make payments, pick up players, view their game schedules and access League Standings, Individual Statistics and League Leader lists.

The Adult Softball Program is conducted at the TeWinkle Park Athletic Complex 970 Arlington Dr. Costa Mesa, CA 92626. The program is offered three (s) seasons per calendar year with each season consisting of eight (8) regular league games followed by playoffs. Teams are guaranteed one playoff game. Leagues are available Sunday through Friday nights. Coed play is offered Sunday, Monday and Tuesday evenings with Men's play on Monday, Wednesday, Thursday and Friday, and during 2023, we also made Men’s play available on Tuesday evenings which resulted in all the fields being full on Tuesdays.

**ANALYSIS**

The chart below provides the seasonal team participation numbers calendar 2023. The Summer League was severely impacted due to the very long and wet winter that prolonged the Spring 2023 season. It was necessary to truncate the Summer League and that prompted a significant number of teams to take the season off. The traditional Fall season followed the maintenance closure and a relatively dry fall the season was completed before the holidays in December. We received excellent cooperation and communication from Recreation Division staff and we appreciate this very much.

The Royalty Percentage has been back to 40 percent and collected royalties for these three seasons as follows:

Season	Calendar Year	Actual Team #	Royalty Received	Notes
Spring	2023	90	\$14,040.00	
Summer	2023	76	\$10,640.00	
Fall	2023	83	\$12,948.00	
Totals		249	\$37,628.00	

**Major League Softball, Inc.**

371 E. River Ave. • Orange • CA 92866 • (714) 289-1983, Ext. 2



We are seeing some reduction in participation, mainly from teams that have older players. However, 2023 Royalty revenue was almost 24 percent greater than 2022. This was due to having all three seasons back at the 40 percent royalty rate and a City approved fee increase that was in affect for the entire year.

The year was fairly uneventful with respect to serious incidents such as poor sportsmanship that escalates to the need for police assistance. There were a total of five (5) ejections during the entire year and the players served their rule mandated one week suspensions during the week following the ejections.

There were approximately 1,120 games conducted during 2023 and a total of 10 injuries where a player had to come out of the game (a log of Injuries and Ejections appears below). Here is the log:

**SPRING 2023**

**7 Injuries:**

- 3/9/23 Matt Freman, Enterribles (head, thrown ball)
- 3/27/23 Nick Logan, Double Doublez (knee)
- 4/6/23 Mike Tuckness, Pitch Please (finger)
- 4/17/23 Haylee Westerman, Double Doublez (ankle)
- 4/18/23 Joe Cristo, Shake n Bake (ankle)

**1 Ejection:**

- 5/2/23 Keith Scheberg, Fifty Shades of Gray

**SUMMER 2023**

**2 Injuries:**

- 6/1/23 David Ives, Snafu (ankle)
- 6/2/23 Wyatt Williams, Pace (shin/knee)

**2 Ejections:**

- 6/26/23 Mark Miller, Hard Men Soft Balls
- 6/28/23 Conrad Gallegos, Wasted Talent
- 6/28/23 Ty Kaufman, Low Ballers

**FALL 2023**

**1 Injury:**

- Will Meinke, SACC Life (hamstring)

**2 Ejections:**

- 10/26/23 Jake Ponsford, Kenwoods on Deck
- 11/6/23 James Johnson, OC Havoc

\*\*\*No 911 calls were made per the reports\*\*\*

**CONCLUSION**

Customer satisfaction remains at a high level. Our Customer Service Desk received a small number of complaints mostly demanding that teams be removed from the league because in the opinion of the complainant the team was too strong for the level of competition. We do not view complaints of this nature to be serious because we are vigilant with respect to monitoring team classification and league parity and deal with this issue routinely as a matter of course. There was some frustration during the Spring League due to weather and the fields not recovering after rain. This has been an ongoing issue and we suggest the City explore the various methods available to improve/lessen recovery time. We also receive occasional complaints about the conditions of the infields and have to explain that we are coming in after the youth baseball and softball programs have conducted hours of practice and/or games.

Once again during 2023, the Costa Mesa Adult Softball Program outperformed the surrounding area programs. During 2023, team registration numbers exceeded those posted by Newport Beach, Fountain Valley and even Huntington Beach. We have seen a significant influx of teams from Huntington Beach as the City contracted out the operation of their Central Park Sports Complex and the contractor had no experience with conducting Adult Softball Leagues and has shifted the focus to serving youth sports at the Complex.

We (MLS) continue to receive excellent support and cooperation from Recreation Division staff and have not had difficulty with communication and response. We look forward to a continued long and mutually beneficial relationship. We are happy to answer any questions or provide any additional information the City may desire. Feel free to contact me directly and I will assist.



# CITY OF COSTA MESA

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 24-096

**Meeting Date:** 3/14/2024

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**TITLE:**

**PARK RANGER REPORT**

**DEPARTMENT:**

**POLICE DEPARTMENT**

# Costa Mesa Police Department

## Memorandum



DATE: March 05, 2024

TO: Bryan Wadkins, Field Operations Captain

FROM: Jason Bush, Park Ranger

RE: **PARK RANGER MONTHLY REPORT  
February 2024**

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### **Fairview Park Activities/Highlights:**

- Harbor Soaring Society Flying Field was open on Saturday the 3<sup>rd</sup> and 17<sup>th</sup> of February. Park Rangers were present during the events. No violations were observed, and there were no complaints made to the Park Rangers.
- An increase in calls for service referencing the use of e-bikes and e-motorcycles in the “Dinosaur hill” area of the park has been noted. Upon further investigation, Park Rangers have documented that the makeshift jumps have been built bigger using the surrounding soil, causing large holes around the area.
- Park Rangers and maintenance crews continue to address homelessness issues and unlawful camp sites. There were four encampments located this month.

### **Park Activities/Highlights:**

- Increased enforcement on leash law violations: a reduction in violations was observed this month.
- Park Rangers located two small fires within Talbert Park caused by unhoused persons living within the park.
- Costa Mesa Park Rangers collaborated with OC Park Rangers to address new encampments at Talbert Park North, Talbert Park South, and along the Santa Ana River Bike Trail. Four encampments were located this month. Due to weather and dirt road conditions, Rangers were limited in seeking out encampments and removal efforts by OC Parks was also hindered.

### **Harper Park Update:**

- Park Rangers began all day patrols at Harper Park/ Harper School on November 10th. During February, while Park Rangers were on patrol the number of subjects contacted for dog off leash violations has decreased to near zero. Park Rangers continue to actively engage the public to educate them on the schools shared use agreement and rules and restrictions. Several parents have voiced concerns over the safety of their children while at school, without a fully enclosed perimeter fence.

# MONTHLY PARKS ACTIVITY / ENFORCEMENT SUMMARY

Location	Calls for Service	Patrol Checks	Citations	Arrests	Reports	Total
Talbert Regional Park	4	19	16	0	11	50
Joann Street Bike Trail	3	7	5	3	3	21

## District 1

Location	Calls for Service	Patrol Checks	Citations	Arrests	Reports	Total
Balearic Park	12	6	1	0	0	19
Estancia Park	2	14	0	0	0	16
Mesa Verde Park	1	6	0	0	0	7
Moon Park	0	14	0	0	0	14
Smallwood Park	0	7	0	0	0	7
Suburbia Park	0	6	0	0	0	6
Tanager Park	2	6	0	0	3	11
Wakeham Park	1	5	0	0	0	6
Wimbledon Park	2	4	0	0	0	6
<b>Total</b>	<b>20</b>	<b>68</b>	<b>1</b>	<b>0</b>	<b>3</b>	<b>92</b>

## District 2

Location	Calls for Service	Patrol Checks	Citations	Arrests	Reports	Total
Del Mesa Park	0	5	0	0	0	5
Gisler Park	3	35	0	0	1	39
Shiffer Park	2	11	1	0	0	14
Paularino Park	1	4	0	0	1	6
<b>Total</b>	<b>6</b>	<b>55</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>64</b>

## District 3

Location	Calls for Service	Patrol Checks	Citations	Arrests	Reports	Total
Neth Park	1	16	0	0	0	17
TeWinkle Park	14	34	2	0	1	51
Bark Park	3	13	0	0	0	16
Skate Park	4	16	0	0	0	20
Wilson Park	7	49	1	1	1	59
Jack Hammet Sports Complex	1	1	0	0	0	2
<b>Total</b>	<b>30</b>	<b>129</b>	<b>3</b>	<b>0</b>	<b>2</b>	<b>165</b>

## District 4

Location	Calls for Service	Patrol Checks	Citations	Arrests	Reports	Total
Ketchum-Libolt Park	2	18	10	1	9	40
Shalimar Park	0	1	0	0	0	1
<b>Total</b>	<b>2</b>	<b>19</b>	<b>10</b>	<b>1</b>	<b>9</b>	<b>41</b>

## District 5

Location	Calls for Service	Patrol Checks	Citations	Arrests	Reports	Total
Canyon Park	8	18	10	1	7	44
Fairview Park	6	15	2	0	1	24
Lions Park	10	41	4	3	6	64
Marina View Park	2	16	0	0	0	18
Vista Park	2	12	0	0	0	14
<b>Total</b>	<b>28</b>	<b>102</b>	<b>16</b>	<b>4</b>	<b>14</b>	<b>164</b>

## District 6

Location	Calls for Service	Patrol Checks	Citations	Arrests	Reports	Total
Brentwood Park	4	15	0	0	0	19
Harper Park	4	43	1	0	0	48
Heller Park	6	11	1	0	1	19
Jordan Park	1	13	0	0	0	14
Lindbergh Park	1	14	0	0	1	16
Pinkley Park (Ogle)	8	13	0	0	0	21
Perez Park	0	0	0	0	0	0
<b>Total</b>	<b>24</b>	<b>109</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>137</b>



# CITY OF COSTA MESA

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 24-097

**Meeting Date:** 3/19/2024

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# **PARKS & COMMUNITY SERVICES COMMISSION REPORT**

MEETING DATE: MARCH 14, 2024

ITEM NUMBER: MR – 2.2

**SUBJECT: DIRECTOR’S REPORT – FEBRUARY 2024**

**DATE: MARCH 11, 2024**

**FROM: ALMA REYES, DEPUTY CITY MANAGER**

**FOR FURTHER INFORMATION CONTACT: MONIQUE VILLASENOR, RECREATION  
MANAGER (714) 754 - 5009**

## ❖ Adaptive Programming

- **Forever in our Friendship Era**

- Access Costa Mesa hosted a Friendship Dance on Friday, February 9 at the Costa Mesa Senior Center and it felt like the perfect night. Over 30 attendees made and traded friendship bracelets, danced the night away to beats spun by DJ Noah, and made more friends (in our place, where we make the rules). If you missed the epic night, join us for the next dance on Friday, April 19 as we embrace our wildest dreams in a Wild and Wacky fashion that will never go out of style.

## ❖ Adult Sports

- **Adult Sports**

- Softball League – Operated by Major League Softball
  - Spring 2024 begins Feb. 1 – April 29
- Senior Softball League – Operated by City Staff
  - Spring 2024 begins Feb. 1 – Aug. 3

Adult Basketball League - Operated by City Staff				
Season YYYY	Duration	Mon. Teams	Wed. Teams	Participant Total
Winter 2024	Jan. 8 – Mar. 25	6	5	106

- **Fields**

Field Usage	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.
# of Organizations	48	48	44	44	44	44	47	47
Hours	11,265.75	12,601	32,222	18,418	13,462	11,978	6,443	9,372

## ❖ Community Gardens

Garden Location	Parcel Quantity	Parcels Rented	Waitlisted
Del Mar	57	57	117
Hamilton	42	42	27

❖ **Contract Classes**

	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.
Youth & Adult Totals:	598	339	351	393	291	132	356	362

- New classes for February: Go to College Abroad: Save Time and Money with This Once in a Lifetime Experience (Free), Build a College List That Rocks (Free)

❖ **Costa Mesa Senior Center**

- The February monthly newsletter was mailed to 3,207 members. This is an increase of 124 members since January 2024.
- On February 8, Senior Center Members celebrated Lunar New Year with delicious dumplings from Din Tai Fung and green tea. 80 seniors stopped by the sunroom to celebrate and to have fellowship with their friends and CMSC staff.

Senior Programs	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.
Meals on Wheels OC - Meals	3,196	4,929	3,841	4,075	4,511	4,098	3,528	3,381
Meals on Wheels OC - Seniors	1,609	2463	1,941	2,084	2,245	2,018	1,732	1,127
Second Harvest Grocery Boxes	134	447	335	174	330	347	180	398
Wellness Calls	1,264	1,833	1,256	1,652	1,741	1,711	1,356	1,972
Transportation Program Trips	1,164	1,595	705	743	1,453	1,374	1,079	1,775

❖ **Downtown Aquatics Center**

Aquatics Programs	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.
Adult Lap Swim Participants	456	657	135	114	106	90	119	119
Total Lap Swim Visits	510	893	994	599	508	445	441	481
Instructional Class Participants	293	427	272	225	176	N/A	N/A	27
Instructional Class Attendance	688	1,667	1,257	570	196	N/A	N/A	88

❖ **Facility Rentals**

	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.
Number of Rentals	17	16	16	19	24	17	33	36

❖ **Fairview Park**

- The Fairview Park Master Plan Update project team is preparing for its next community outreach session. The next meeting is anticipated to be held in Spring 2024; time and location details will be provided to the Commission and distributed on the City’s social media platforms once meeting details are confirmed.



- The City hosted its Second Saturday restoration day on Saturday, March 9, in partnership with the Fairview Park Alliance, focusing on non-native vegetation removal in the vernal pool 5/6/7 buffer area. The next Second Saturday restoration day is scheduled for Saturday, April 13.
- The City has partnered with the Banning Ranch Conservancy (BRC) in hosting monthly restoration days on the 3<sup>rd</sup> Saturday of each month. These 3<sup>rd</sup> Saturday Restoration days focus on the coastal sage scrub areas in the upper canyon. The next third Saturday restoration day is scheduled for Saturday, March 16.

❖ **Permits**

Park Rental Permits				
Park Location	Permits Issued		Park Location	Permits Issued
Del Mesa	2		Smallwood	2
Estancia	3		Tanager	1
Heller	3		TeWinkle	14
Pinkley	1		Vista	2
Shiffer	2		Wakeham	4

Film Permits	
Permits Issued for February	0
Permits at City Facilities	0
Permits at Private Commercial Property	0
Pending Permits on TESSA	1
Total Permits Issued for 2024	1

Special Event Permits	
Permits Issued for February	2
Permits at City Facilities	1
Permits at Private Commercial Property	0
Pending Permits on TESSA	8
Total Permits Issued for 2024	2

❖ **Youth Programs**

- **L.E.A.P. Program**
  - August 21, 2023 – May 24, 2024
  - Held at Balearic Community Center in 2 classrooms of 20
  - Operates Monday – Friday for all ages

Age (Days)	Capacity	January	February
3-5 year old	40	34	37

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

- August 22, 2023 – June 9, 2024
- Registration open now for nine (9) NMUSD school sites

School Site	January	February
Adams	43	39
California	102	103
College Park	47	44
Davis	165	160
Killybrooke	58	59
Paularino	26	25
Sonora	39	37
Victoria	48	47
Whittier	35	37

- **Youth Sports**

- **Basketball**

- Free clinic-based instruction at the Downtown Recreation Center Gym
- Season: January 16 – March 16, 2024

Divisions / Grade level	Capacity	Enrolled
A. 6th - 8th Grade	40	27
B. 4th - 5th Grade	40	27
C. 1st - 3rd Grade	40	40

- **Cheer**

- Free clinic-based instruction at the Balearic Community Center
- Season: January 17 – March 16, 2024

Divisions / Grade level	Capacity	Enrolled
A. 6th - 8th Grade	40	2
B. 4th - 5th Grade	40	20
C. 1st - 3rd Grade	40	38

- **Mobile Recreation**

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

Day of the Week	Location	Monthly Attendance
Monday	Paularino Park	36
Tuesday	Shalimar Park	11
Wednesday	Ketchum-Libolt Park	6
Thursday	Wilson Park	3
Weekends	City Events	N/A

- **Camp Costa Mesa**

- **Presidents Camp**

- Occurs during NMUSD Presidents’ recess
    - Held at Balearic Community Center
    - Registration began on October 31, 2023

Dates	Capacity	Enrolled
February 20-23, 2024	50	50

- **Teen Program**

- Free afterschool care for 7<sup>th</sup> - 12<sup>th</sup> grades from August 21, 2023 – June 6, 2024
  - 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	January	February
Downtown Recreation Center (DRC)	61	41
TeWinkle Middle School	241	167
Shuttle Service	January	February
Downtown Recreation Center (DRC)	61	41
Save Our Youth (SOY)	63	39

Upcoming Events	Dates	Location
Spring Fest	Saturday, March 30	Lions Park Event Lawn
Wild & Wacky Dance	Friday, April 19	Costa Mesa Senior Center
Color Wars! Capture the Flag for Teens	Thursday, April 27	Downtown Recreation Center