



CITY OF COSTA MESA
PARKS AND COMMUNITY SERVICES COMMISSION
Agenda

Thursday, May 8, 2025

6:00 PM

City Council Chambers
77 Fair Drive

Vice Chair Wright will be attending the meeting via Zoom Webinar from:

13-2, Kamiyamacho, Shibuya-ku, Tokyo Prefecture 150-0047, Japan

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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. 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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PARKS AND COMMUNITY SERVICES COMMISSION REGULAR MEETING

MAY 8, 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](#) [25-294](#)

RECOMMENDATION:

Approval of the minutes of the April 10, 2025, Parks & Community Services Commission meeting.

Attachments: [041025 PACS Draft Minutes](#)

2. [DEPARTMENT REPORT](#) [25-295](#)

Attachments: [Department Report - April](#)

MONTHLY REPORTS

OLD BUSINESS:

1. [PARK CAPITAL IMPROVEMENTS PRINCIPLE AND VALUES 25-296 WORKSHOP](#)

RECOMMENDATION:

Staff recommends the Parks and Community Services Commission (PACS) review, discuss, and approve core principles and values along with key criteria for the development and recommendation of future Capital Improvement Program (CIP) park projects (Attachment 1).

Attachments: [Agenda Report](#)

[1. Park CIP Key Criteria Reference Sheet](#)

NEW BUSINESS:

1. [DONATION OF A MEMORIAL BENCH AND PLAQUE AT TEWINKLE 25-261 PARK](#)

RECOMMENDATION:

Staff recommends that the Parks and Community Services Commission accept the donation of a memorial bench and plaque to be installed in TeWinkle Park in memory of Dorothy Webster Jones.

Attachments: [Agenda Report](#)

[1. Memorial Donation Request](#)

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

[3. TeWinkle Park Proposed Location](#)

ADDITIONAL COMMISSION MEMBER & STAFF COMMENTS

ADJOURNMENT

Next Regularly Scheduled Meeting: Thursday, June 12, 2025.



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 25-294

Meeting Date: 5/8/2025

TITLE:

MINUTES

DEPARTMENT: **PARKS AND COMMUNITY SERVICES**

RECOMMENDATION:

Approval of the minutes of the April 10, 2025, Parks & Community Services Commission meeting.

APTIL 10, 2025
6:00 P.M. – UNOFFICIAL MINUTES

CALL TO ORDER by Chair Brown at 6:00pm.

PLEDGE OF ALLEGIANCE by Commissioner Komala.

ROLL CALL

= Present = Absent

Commissioners

- Cristian Garcia Arcos
- Jake Husen
- Jason Komala
- Brandine Leger
- Elizabeth Dorn Parker
- Shayanne 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

PRESENTATIONS:

1. BRIDGING THE GAP OF SOCIAL SERVICES IN AGING SERVICES

Mr. Enyelber Franco, Recreation Coordinator and Lucy Tseng, Community Social Worker presented.

Commissioners commended the City's role in aging services and discussed opportunities for training and expanding transportation support networks for seniors. Comments supported exploring grant funding and leveraging volunteer resources.

PUBLIC COMMENTS

Jay Humphrey: Spoke about Huntington Beach for excluding Costa Mesa from its EIR regarding the air show and urged the city to ensure such oversight does not continue.

Sergio Tellez: Invited the public to attend upcoming Coastal Corridor Alliance workshops.

Alisa Ochoa: encouraged integrating arts into Public Works park projects and advocated for cross-departmental collaboration using the Arts and Culture Master Plan as a guide.

COMMISSIONER COMMENTS AND SUGGESTIONS

Commissioner Leger: Spoke about her Park Ranger ride-along and highlighted issues with Harper and Fairview Park, and asked for the Coastal Corridor Alliance information be emailed to commission.

Commissioner Komala: Shared observations from his Park Ranger ride-along, highlighting tools used to address park safety. He expressed appreciation for efforts to protect natural areas and emphasized the need for social support solutions for unhoused individuals.

Commissioner Dorn Parker: Spoke about her Park Ranger ride-along observations on park activity and improvements for TeWinkle Park and skate park. She praised the City's long-term efforts to address homelessness, highlighting reduced encampments and a more strategic, humane approach. She commended the City's comprehensive response and emphasized the high level of community use at local parks.

Commissioner Husen: Talked about the skate park project process and expressed interest in partnering with the Arts Department and learning more about the outreach process.

Commissioner Garcia Arcos: Shared updates on several events (*Arborist Conference, Love Costa Mesa Day, and Dia de Los Niños*). He expressed appreciation for community collaborations in the Shalimar neighborhood and asked staff about follow-up on concerns related to the air show's environmental impact. He also thanked the Coastal Corridor Alliance for ongoing partnership and engagement efforts.

Vice Chair Wright: Requested revisiting the topic of park ranger data and supported more frequent updates from staff. She suggested using signage with QR codes at parks to inform the public about upcoming projects. She also expressed appreciation for the affordability and accessibility of City-run Aquatic Center programming.

Chair Brown: Thanked staff for updating the online meeting minutes. She expressed interest in receiving an update on the recent pickleball meeting and acknowledged the importance of public input in shaping future Commission discussions.

CONSENT CALENDAR

- 1. Minutes – March 13, 2025 PACS Draft Minutes**
- 2. Department Report – March 2025**

MOTION: To approve Consent Calendar items

MOVED/SECOND: Vice Chair Wright / Commissioner Dorn Parker.

The motion carried by the following roll call vote:

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

Nays: none

Absent: none

Motion Carried: 7 – 0

MONTHLY REPORTS

- 1. PARKS AND COMMUNITY SERVICES DIRECTOR'S UPDATE**

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

Commissioner Komala thanked staff for addressing Harper Park issues via the 311 App and inquired staff follow-up from the joint meeting with Newport-Mesa Unified School District.

Commissioner Wright praised the quick responsiveness of the 311 App and requested more data on its usage and public awareness.

Commissioner Leger recommended staff provide background on long-term park issues to new appointees and noted lack of institutional knowledge on Harper Park and Fairview Park.

Chair Brown complimented the 311 App's graffiti response, asked about repainting versus removal and suggested adding girls' volleyball to city programming.

Commissioner Dorn Parker highlighted a surge in girls' flag football interest and encouraged support for expanding access to school and park spaces for the sport.

Commissioner Garcia Arcos raised concerns about graffiti on private alleyways and asked how property owners could be held accountable for cleanup.

Commissioner Leger added that school district programs have made flag football popular among both boys and girls, with growing participation citywide.

Public Comment: None.

OLD BUSINESS: NONE

NEW BUSINESS:

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

Commissioner Garcia Arcos asked how the City ensures the long-term health of memorial trees and inquired about maintenance practices and tree selection criteria.

Commissioner Leger expressed her appreciation for the choice of a magnolia tree, noting its fragrance.

Commissioner Dorn Parker confirmed the selected tree and bench location would not interfere with future upgrades and praised the project design.

Public Comment:

Mike D'alessandro: Thanked the City for honoring their daughter, Sierra, and shared her legacy and connection to Tewinkle Park.

Sergio Tellez: Encouraged prioritizing native tree species for their ecological compatibility, disease resistance, and lower maintenance needs.

Commissioner Garcia Arcos asked how the City ensures the long-term health of memorial trees and inquired about maintenance practices and tree selection criteria.

Vice Chair Wright expressed gratitude to the family for their contribution and hoped the space would bring comfort and peace.

MOTION: To approve the tree, bench and plaque with the addition of a certified arborist present during the installation.

MOVED/SECOND: Commissioner Garcia Arcos / Commissioner Komala

The motion carried by the following roll call vote:

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

Nays: none

Absent: none

Motion Carried: 7 – 0

2. **CAPITAL IMPROVEMENT PROGRAM (CIP) PARK PROJECTS UPDATE**

Mr. Raja Sethuraman, Public Works Director presented.

Mr. Sethuraman requested a small change to the recommendation, asking the Commission to provide feedback on both the one-year and five-year Capital Improvement Plans (CIP), and noted that their input would be incorporated into the comments presented to City Council.

Vice Chair Wright asked about CIP funding sources and emphasized prioritizing neighborhood parks; she also suggested adding community gardens and fencing to future project lists based on public demand.

Chair Brown expressed appreciation for the presentation's transparency and advocated for reinstating West Side park development as a critical equity issue deserving of immediate funding.

Public Comment:

Ralph Taboada: commended staff and commissioners, and urged advancing delayed projects such as bike trail lighting and West Side park development and spoke about repeated deferrals of key playground upgrades.

Sergio Tellez: raised concerns about over-pruning of coast live oak trees at Lions Park and the city's pruning practices.

Commissioner Leger inquired about festival grant funding, coordination with police on vandalism prevention, and expressed gratitude for having CIP information to share with constituents.

Commissioner Husen requested clarification on project funding cycles, reallocation of surplus funds, and how current maintenance levels compare to previous years.

Commissioner Komala asked how long projects have been deferred, whether reprioritization is possible, and if smaller repairs fall outside the CIP scope.

Commissioner Dorn Parker recommended allocating \$250,000 toward West Side park development and stressed the need to track the age of playground equipment to inform replacement priorities.

Commissioner Garcia Arcos questioned the clarity of CIP funding for specific parks, raised tree maintenance concerns, and supported reallocating funds based on actual needs in the field.

MOTION: To approve the updated report, with an added recommendation to allocate \$250,000 as a starting investment towards the West Side Park Development Plan. The motion also recommends establishing appropriate annual disbursements to support the continued development and implementation of the plan.

MOVED/SECOND: Commissioner Dorn Parker / Chair Brown

The motion carried by the following roll call vote:

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

Nays: none

Absent: none

Motion Carried: 7 – 0

MOTION: To take a ten-minute recess.

MOVED/SECOND: Commissioner Dorn Parker / Chair Brown

The motion carried by the following roll call vote:

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

Nays: none

Absent: none

Motion Carried: 7 – 0

MOTION: To return to the meeting from the ten-minute recess.

MOVED/SECOND: Commissioner Dorn Parker / Commissioner Husen

The motion carried by the following roll call vote:

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

Nays: none

Absent: none

Motion Carried: 7 – 0

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

Mr. Brian Gruner, Parks and Community Services Director and Mr. Raja Sethuraman, Public Works Director presented.

Chair Brown encouraged the Commission to treat the discussion as the beginning of an ongoing, creative, and collaborative process to identify park priorities. She proposed staffing a booth at the upcoming Earth Day event to engage the public and gather feedback, reminded staff to use existing tools for documentation to minimize extra work, and suggested a more free-flowing, thematic discussion style to foster deeper conversation and consensus. She also emphasized the importance of inviting and hearing from the public at this early stage.

Public Comment:

David Martinez: Advocated equity in park access, particularly for Westside residents, and advocated for intersectional CIP projects that address environmental sustainability, stormwater, and multi-use public spaces. He urged the Commission to reference existing master plans and prioritize both outdoor and indoor public spaces like community centers.

Ralph Taboada: Supported Mr. Martinez's comments and praised staff and commissioners for advancing CIP engagement. Noted that differences of opinion are part of the process and ultimately decided by the City Council.

Commissioner Leger emphasized that equity means meeting park needs regardless of who attends meetings, and highlighted outdated signage at Paularino Park as an example of unequal attention.

Commissioner Dorn Parker advocated for integrating shade, drinking fountains, and solar elements into park upgrades to ensure climate-resilient and equitable spaces.

Commissioner Garcia Arcos proposed including native tree replanting and long-term tree health strategies in the CIP, citing lessons learned from Shalimar Park.

Chair Brown described community gardens as an equity issue tied to basic needs and climate resilience, and recommended adding them as a concrete CIP line item.

Vice Chair Wright noted that investing in underserved neighborhoods improves property values and called for CIP priorities that reflect the needs of renters, seniors, and diverse communities. Vice Chair also suggested a values-based framework tailored to available funding each year.

Chair Brown recapped major themes raised: maintenance/safety, community engagement, innovation, and optimization, and proposed grouping priorities by principle to aid planning and consensus-building.

Commissioner Leger suggested organizing agenda items under broad principles like equity and safety, with subtopics grouped beneath them for clarity.

Commissioner Dorn Parker urged greater collaboration across local institutions to optimize public space use and highlighted interrelated safety issues like off-leash dogs, bike storage, and park infrastructure.

Commissioner Komala emphasized that community-centered planning must guide equity and sustainability efforts, noting that different neighborhoods have different priorities.

Chair Brown supported Commissioner Komala's call for community-minded planning and stressed engaging youth, multilingual communities, and incorporating arts into park spaces.

Vice Chair Wright proposed developing a funding spectrum framework to prioritize safety and maintenance during lean budget years and innovation during well-funded cycles.

Commissioner Leger clarified that equity is about meeting actual park needs, not just responding to the most vocal or well-resourced communities.

Chair Brown encouraged a balance of short-, medium-, and long-term projects in the CIP to prevent long-term equity goals from being indefinitely deferred.

Commissioner Dorn Parker expressed concerns on focusing too quickly on funding constraints, emphasizing the importance of defining a clear long-term vision and advocating early to attract external support.

Commissioner Garcia Arcos suggested embedding engagement in existing community spaces and events to gather more inclusive and efficient public input.

Vice Chair Wright proposed setting annual Commission priorities to better align values with realistic financial conditions and project scopes.

Chair Brown emphasized that this process should remain visionary and unconstrained by budget until values are clearly established, so future CIP decisions are grounded in consensus and equity.

Commissioner Komala agreed and suggested developing structured surveys for Earth Day to gather quantifiable public input on parks priorities and values.

ADDITIONAL COMMISSIONER MEMBER & STAFF COMMENTS - None

ADJOURNMENT by Chair Brown at 9:50 PM.



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 25-295

Meeting Date: 6/12/2025



PARKS & COMMUNITY SERVICES COMMISSION REPORT

MEETING DATE: APRIL 10, 2025

ITEM NUMBER: CC 2

SUBJECT: DEPARTMENT REPORT – APRIL 2025

DATE: APRIL 4, 2025

FROM: BRIAN GRUNER, PARKS AND COMMUNITY SERVICES DIRECTOR

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

❖ Adaptive Programming

- Access Costa Mesa hosted the all-abilities Wild West Dance on Friday, April 11 from 6:30-8:30 pm. Over 60 friends attended and enjoyed making friendship bracelets, dancing to music by DJ Noah, and posing in the photo booth.

❖ 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	169

• **Fields**

Field Usage	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April
# of Organizations	51	51	51	52	52	52	53	54
Hours	37,518	45,604	30,672	15,566	9,761	21,216	31,072	42,384

❖ Community Gardens

Garden Location	Parcel Quantity	Parcels Rented	Waitlisted
Del Mar	57	57	148
Hamilton	42	42	49

❖ Contract Classes

	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April
Youth & Adult Totals:	319	381	282	199	337	290	320	349

- New classes for March: Spring Break Rollerskating & Skateboarding Camp

❖ **Costa Mesa Senior Center**

- The March 2025 monthly newsletter was mailed to 4,484 members. This is an increase of 161 members since February 2025.
- On Tuesday, March 18, Senior Center members learned all about preventative care and risk factors for colorectal cancer from the UCI Chao Family Comprehensive Cancer Center.
- On Wednesday, March 19, 2025, Community Outreach Worker, LCSW Lucy Tseng and Recreation Coordinator Enyelber Franco took the stage at the highly anticipated Connections CPRS Conference and Expo in Sacramento. Their presentation, Bridging the Gap of Social Services in Aging Services, addressed a critical need in the aging services sector. With a packed room of 80 attendees, Lucy and Enyelber explored practical solutions for local agencies that lack on-site social workers but wish to establish social services programs for seniors.

Senior Programs	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April
Meals on Wheels OC - Meals	1,627	1,268	1,384	1,234	1,250	1,297	1,332	1,286
Meals on Wheels OC - Seniors	1,519	1,154	1,291	1,169	1,235	1,130	1,332	1,158
Second Harvest Grocery Boxes	422	379	420	208	395	367	420	420
Wellness Calls	2,111	1,790	1,903	1,769	2,179	1,868	1,788	1,684
Transportation Program Trips	2,517	1,829	2,252	2,082	2,101	2,149	2,380	2,300

❖ **Downtown Aquatic Center**

Aquatics Programs	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April
Drop-In Participants	124	141	124	87	87	98	125	134
Total Drop-In Visits	549	534	482	326	322	363	500	553
Instructional Class Participants	429	238	9	0	6	5	60	233
Instructional Class Attendance	1,192	502	78	0	27	31	326	842

- Of the 233 instructional class participants, 81 participants were part of the new Swim Safe Initiative providing free swimming and water safety lessons to Costa Mesa youth:

Participants	Program
24	Camp Splashdown (Spring Break Swim & Water Safety Camp)
9	SOY Swim
48	NMUSD After-School Swim & Water Safety

- Camp Splashdown ran during NMUSD’s spring break (April 7th-11th) and provided daily, free swim and water safety lessons to participants ages 6-14. Participants were also able to learn all about the importance of sun protection from Hoag Hospital, ocean safety tips and tricks from the Newport Beach Lifeguards, and even visited Costa Mesa Fire Station #3 for a lesson on emergency response!

- On May 17th, we will be holding the first-ever Safe Splash Bash from 2:00-4:00 p.m. This free, family-friendly water safety event will allow participants of all ages to learn about water safety, practice hands-only CPR, and participate in interactive demos to make strides towards a water smart Costa Mesa.

❖ **Downtown Recreation Center**

Gym Programs	April	
	Participants	Total Visits
Pickleball	124	712
Youth Open Gym	66	148
Basketball	41	97
Volleyball	100	162

❖ **Facility Rentals**

	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April
Number of Rentals	31	42	30	32	34	35	54	39

❖ **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 May 10, and the next third Saturday restoration day is scheduled for May 17 in conjunction with Love Costa Mesa Day. The City has created a new landing page for Fairview Park Ecological Restoration, which includes information on both Saturday restoration volunteer opportunities: <https://www.costamesaca.gov/community/fairview-park/habitat-restoration>
- The Fairview Park section is initiating a new Fairview Park restoration volunteering opportunity on alternating Fridays. The City currently has openings for a limited number of committed long-term volunteers. Please see the Fairview Park page of the City website for more details.

❖ **Permits**

April - Park Rental Permits			
Park Location	Permits Issued	Park Location	Permits Issued
Del Mesa	7	Smallwood	2
Estancia	2	TeWinkle	17
Heller	3	Vista	1
Jordan	2	Wakeham	5
Shiffer	4		

Film Permits	
	April
Permits Issued in April	6
Permits at City Facilities	0
Permits at Private Commercial Property	6
Pending Permits on TESSA	2
Total Permits Issued for 2025	16

Special Event Permits	
	April
Permits Issued in April	11
Permits at City Facilities	5
Permits at Private Commercial Property	6
Pending Permits on TESSA	4
Total Permits Issued for 2025	25

❖ **Youth Programs**

- **L.E.A.P. Program**

- August 19, 2024 – May 23, 2025
- Held at Balearic Community Center in 2 classrooms of 22
- Operates Monday – Friday for all ages

Age (Days)	Capacity	April
3-5 year old	40	36

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

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

School Site	April
Adams	33
California	117
College Park	63
Davis	187
Killybrooke	59
Paularino	30
Sonora	46
Victoria	34
Whittier	41

- **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	April
Monday	Shalimar Park	8
Tuesday	Shalimar Park	10
Wednesday	Shalimar Park	9
Thursday	Shalimar Park	10
Weekends	City Events	210

- **Youth Sports**

- **BeFIT Basketball**

- Free clinic-based instruction at the Downtown Recreation Center Gym
- Season: January 14 – March 15, 2025
- Due to an extensive waitlist, there are two C-Division groups

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

- **BeFIT Volleyball**

- Free clinic-based instruction at the Downtown Recreation Center Gym
- Season: March 25 – May 24, 2025

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

- **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	April
Downtown Recreation Center (DRC)	180
TeWinkle Middle School	243
Excursions	25
Shuttle Service	April
Downtown Recreation Center (DRC)	145
Save Our Youth (SOY)	107
Teen Camp (February 18-21)	April
Downtown Recreation Center (DRC)	50

Upcoming Events	Dates	Location
Access Costa Mesa’s 2025 All-Abilities Resource Fair	Saturday, May 3	Costa Mesa Senior Center
Safe Splash Bash	Saturday, May 17	Downtown Aquatic Center



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 25-296

Meeting Date: 6/12/2025

TITLE:

PARK CAPITAL IMPROVEMENTS PRINCIPLE AND VALUES WORKSHOP

DEPARTMENT: PARKS AND COMMUNITY SERVICES

RECOMMENDATION:

Staff recommends the Parks and Community Services Commission (PACS) review, discuss, and approve core principles and values along with key criteria for the development and recommendation of future Capital Improvement Program (CIP) park projects (Attachment 1).



Agenda Report

Parks and Community Services Commission

File #: 25-296

Meeting Date: 5/8/2025

TITLE: PARK CAPITAL IMPROVEMENTS PRINCIPLE AND VALUES WORKSHOP

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 (PACS) review, discuss, and approve core principles and values along with key criteria for the development and recommendation of future Capital Improvement Program (CIP) park projects (Attachment 1).

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.

ANALYSIS:

The next step of this process is to finalize the principles and values and to identify key criteria for each. This could include cost-effectiveness, environmental impact, public demand, or long-term benefits.

Staff defined a comprehensive list of principles and values based on the commissioner's discussion at the April 10, 2025, meeting. In addition, staff identified some preliminary key defining criteria for each value and principle. Once finalized staff will develop a rubric and worksheet for prioritization based on these decided elements.

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 (PACS) review, discuss, and approve core principles and values along with key criteria for the development and recommendation of future Capital Improvement Program (CIP) park projects.

Key Criteria for Park Capital Improvements

Equity & Access

- Serves underserved or marginalized communities.
- Improves ADA accessibility and reduces disparities.
- Reflects actual community needs beyond vocal input.

Sustainability

- Uses native plants and climate-resilient infrastructure.
- Includes solar, stormwater, and water-saving elements.
- Promotes long-term environmental health.

Community-Centered Planning

- Incorporates broad, inclusive public engagement.
- Engages youth and multilingual populations.
- Built upon feedback from events, surveys, or local partners.

Safety & Maintenance

- Improves safety features like lighting and signage.
- Considers long-term maintenance and durability.
- Addresses current safety concerns in the park.

Innovation & Optimization

- Provides multi-use, cross-functional solutions.
- Includes innovative design or technology.
- Leverages partnerships or shared spaces.

Economic and Social Benefit

- Enhances local economic vitality and property values.
- Serves renters, seniors, and lower-income groups.
- Creates inclusive and welcoming community spaces.



CITY OF COSTA MESA

77 Fair Drive
Costa Mesa, CA 92626

Agenda Report

File #: 25-261

Meeting Date: 5/8/2025

TITLE:

DONATION OF A MEMORIAL BENCH 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 bench and plaque to be installed in TeWinkle Park in memory of Dorothy Webster Jones.

BACKGROUND:

The City is in receipt of a letter from Linda Jones Clough, requesting permission from this Commission to donate a memorial bench and plaque to be installed in TeWinkle Park in memory of her mother, Dorothy Webster Jones (Attachment 1).

Mrs. Jones was born in Oregon on March 31, 1907. She attended the University of Oregon, where she served as president of the Kappa Alpha Theta sorority during her senior year. Following college, she moved to Southern California and worked as Executive Secretary to the head of a prominent Hollywood animation studio. It was there she met and later married renowned animation director, Chuck Jones. Together, they had one daughter, Linda, born in 1937.

In the 1960's, she moved to Newport Beach to be closer to her daughter and her grandchildren. While never a resident of Costa Mesa, she was an enthusiastic supporter of the Costa Mesa arts world, maintaining long-time subscriptions to both South Coast Repertory and the Segerstrom Performing Arts Center. She spent countless hours in Costa Mesa parks with her grandchildren and frequently cared for them at their home in College Park. Mrs. Jones passed in 1978. Today, her great, great granddaughter, Olivia Kausen (age one and daughter of her grandson, Charles and Natalie Kausen) lives near TeWinkle Park; and Ms. Clough would like for her to have the company of her great, great grandmother's memory.

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 bench 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 bench and plaque will have minimal fiscal impact on the City, as the donor will incur the cost of the items.

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 bench and plaque to be installed in TeWinkle Park in memory of Dorothy Webster Jones.



CITY OF COSTA MESA

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In the 1960's, she moved to Newport Beach to be closer to her daughter and her grandchildren. While never a resident of Costa Mesa, she was an enthusiastic supporter of the Costa Mesa arts world, maintaining long-time subscriptions to both South Coast Repertory and the Segerstrom Performing Arts Center. She spent countless hours in Costa Mesa parks with her grandchildren and frequently cared for them at their home in College Park. Mrs. Jones passed in 1978. Today, her great, great granddaughter, Olivia Kausen (age one and daughter of her grandson, Charles and Natalie Kausen) lives near TeWinkle Park; and Ms. Clough would like for her to have the company of her great, great grandmother's memory.

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LEGAL REVIEW:

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CONCLUSION:

Staff recommends that the Parks and Community Services Commission accept the donation of a memorial bench and plaque to be installed in TeWinkle Park in memory of Dorothy Webster Jones.

LINDA JONES CLOUGH

October 9, 2024

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

ATTN: Valente Martinez

Dear M. Martinez:

I am writing to request the opportunity to donate a bench in memory of my mother, Dorothy Webster Jones (1907-1978) in Tewinkle Park, Costa Mesa.

My mother was born in Mosier, Oregon on March 31, 1907. Her father, Albert Webster, M.D., was a prominent physician in Portland where she attended public schools through high school. She attended the University of Oregon where she was president of her sorority, Kappa Alpha Theta in her senior year. She graduated in 1929 with a degree in Sociology. Following college, she moved to Southern California and was an Executive Secretary to the head of a prominent Hollywood animation studio. There she met and married her husband, animation director, Chuck Jones. They had one daughter, Linda, born in 1937. In the 1960s, she moved to Newport Beach to be nearer her daughter and and grandchildren. She was never a resident of Costa Mesa, but was an enthusiastic supporter of the Costa Mesa arts world including long-time subscriber to SCR and the Segerstrom Performing Arts Center. She spent hundreds of hours in Costa Mesa public parks with her grandchildren, including Tewinkle and what she called the "Jet Park" on 18th Street. She also spend days and weeks minding her

grandchildren who lived in Costa Mesa College Park. She died in her home in Corona del Mar in 1978.

Her great, great granddaughter, Olivia Kausen (age 1, daughter of my grandson, Charles and his wife Natalie) is now living near Tewinkle Park. As she will most probably grow up enjoying this park as she already does, I would like for her to have the "company" of her great, great grandmother's memory.

I have read and understand the policies.

I would like to know the cost of a park bench and if there is anywhere in the park that is available for one to be installed with the plaque nearby as described.

Sincerely,

Linda J. Clough

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

COUNCIL POLICY

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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

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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

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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.
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CITY OF COSTA MESA, CALIFORNIA

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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.

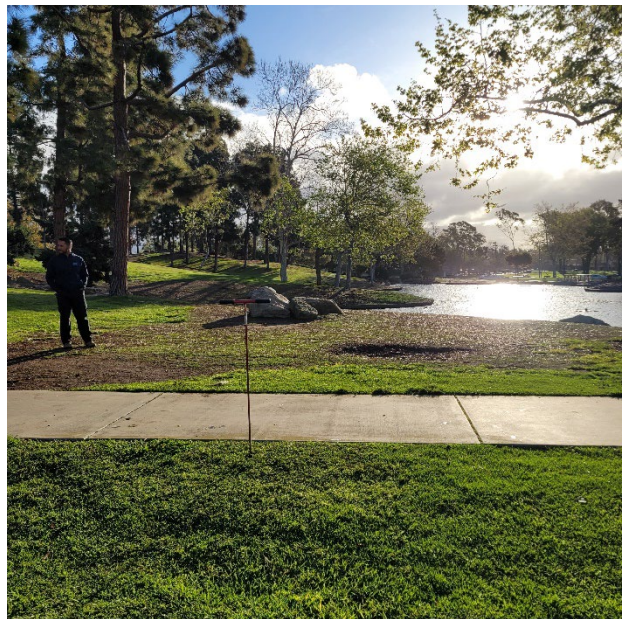
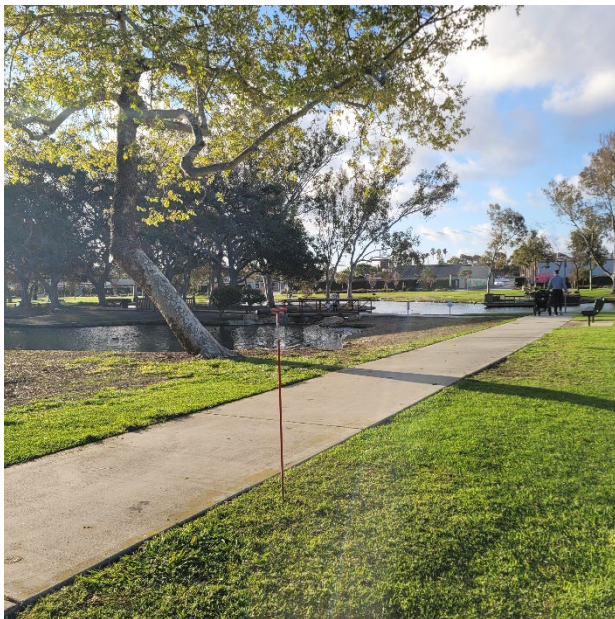
TeWinkle Park Memorial Bench and Plaque Donation

Proposed Locations

Option 1 ●



Option 2 ●



Option 3 ●



CITY OF COSTA MESA, CALIFORNIA

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K-9 CLEANUP PROGRAM

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TeWinkle Park Memorial Bench and Plaque Donation

Proposed Location ●

