



## City of Costa Mesa

### REGULAR CITY COUNCIL AND SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY AND HOUSING AUTHORITY

#### Agenda

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**Tuesday, September 20, 2022**

**6:00 PM**

**City Council Chambers  
77 Fair Drive**

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**\*Note: All agency memberships are reflected in the title "Council Member"  
4:00 P.M. Closed Session**

The City Council meetings are presented in a hybrid format, both in-person at City Hall and virtually via Zoom Webinar. Pursuant to the State of California Assembly Bill 361 (Gov. Code §54953(b)(3)) the City Council Members and staff may choose to participate in person or by video conference.

You may participate via the following options:

1. Attending in person: Attendees are encouraged to wear masks at their discretion. If you are feeling ill, or if you've been exposed to someone with COVID-19, you may still participate in the meeting via Zoom.

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

3. Zoom Webinar: (For both 4:00 p.m. and 6:00 p.m. meetings)

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/98376390419?pwd=dnpFelc5TnU4a3BKWVlyRVZMallZZz09>

Or sign into Zoom.com and “Join a Meeting”

Enter Webinar ID: 983 7639 0419/ Password: 905283

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

Participate via telephone: (For both 4:00 p.m. and 6:00 p.m. meetings)

Call: 1 669 900 6833 Enter Webinar ID: 983 7639 0419/ Password: 905283

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 City Clerk at [cityclerk@costamesaca.gov](mailto:cityclerk@costamesaca.gov). Comments received by 12:00 p.m. on the date of the meeting will be provided to the City Council, 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, for both videos and pictures. Please e-mail to the City Clerk at [cityclerk@costamesaca.gov](mailto:cityclerk@costamesaca.gov) NO LATER THAN 12:00 Noon on the date of the meeting.

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

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

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

As a LEED Gold Certified City, Costa Mesa is fully committed to environmental sustainability. A minimum number of hard copies of the agenda will be available in the Council Chambers. For your convenience, a binder of the entire agenda packet will be at the table in the foyer of the Council Chambers for viewing.

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

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

**CLOSED SESSION - 4:00 P.M.**

**CALL TO ORDER**

**ROLL CALL**

**PUBLIC COMMENTS** Members of the public are welcome to address the City Council only on those items on the Closed Session agenda. Each member of the public will be given a total of three minutes to speak on all items on the Closed Session agenda.

**CLOSED SESSION ITEMS:**

1. CONFERENCE WITH LABOR NEGOTIATORS  
Pursuant to California Government Code Section 54957.6, (a)  
Agency Designated Representative: Daniel A. Stefano, Acting City Manager  
Name of Employee Organization: Costa Mesa City Employees Association (CMCEA).
2. CONFERENCE WITH LABOR NEGOTIATORS  
Pursuant to California Government Code Section 54957.6 (a)  
Agency Designated Representative: Daniel A. Stefano, Acting City Manager  
Name of Employee Organization: Costa Mesa Police Association (CMPA).



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**REGULAR MEETING OF THE CITY COUNCIL AND SUCCESSOR AGENCY  
TO THE REDEVELOPMENT AGENCY AND HOUSING AUTHORITY**

**SEPTEMBER 20, 2022 – 6:00 P.M.**

**JOHN STEPHENS**  
Mayor

**MANUEL CHAVEZ**  
Council Member - District 4

**ANDREA MARR**  
Mayor Pro Tem - District 3

**JEFFREY HARLAN**  
Council Member - District 6

**LOREN GAMEROS**  
Council Member - District 2

**ARLIS REYNOLDS**  
Council Member - District 5

**DON HARPER**  
Council Member - District 1

**KIMBERLY HALL BARLOW**  
City Attorney

**LORI ANN FARRELL HARRISON**  
City Manager

**CALL TO ORDER**

**NATIONAL ANTHEM AND PLEDGE OF ALLEGIANCE**

**MOMENT OF SOLEMN EXPRESSION**

[Per Council Policy 000-12, these presentations are made by community volunteers stating their own views. The City Council disclaims any intent to endorse or sponsor the views of any speaker.]

Pastor Phil Eyskens, Lighthouse Church

**ROLL CALL**

**CITY ATTORNEY CLOSED SESSION REPORT**

**PRESENTATIONS:**

1. Presentation: Costa Mesa Pony 14U Super Regional Champions
2. Presentation: Orange County Sustainability Decathlon – Dr. Fred Smoller

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3. [Proclamation: 2022 Hispanic Heritage Month](#) [22-870](#)

**Attachments:** [1. Proclamation: Hispanic Heritage Month](#)

4. [Proclamation: 2022 National Forensic Science Week](#) [22-871](#)

**Attachments:** [1. Proclamation: Forensic Science Week](#)

#### **PUBLIC COMMENTS – MATTERS NOT LISTED ON THE AGENDA**

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

Comments on Consent Calendar items may also be heard at this time.

#### **COUNCIL MEMBER COMMITTEE REPORTS, COMMENTS, AND SUGGESTIONS**

Each council member is limited to 4 minutes. Additional comments will be heard at the end of the meeting.

1. Council Member Harper
2. Council Member Reynolds
3. Council Member Chavez
4. Council Member Gameros
5. Council Member Harlan
6. Mayor Pro Tem Marr
7. Mayor Stephens

#### **REPORT – CITY MANAGER**

#### **REPORT – CITY ATTORNEY**

#### **CONSENT CALENDAR (Items 1-8)**

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 City Council, staff, or the public request specific items to be discussed and/or removed from the Consent Calendar for discussion.

1. **PROCEDURAL WAIVER: WAIVE THE FULL READING OF ALL 22-865 ORDINANCES AND RESOLUTIONS**

RECOMMENDATION:

City Council, Agency Board, and Housing Authority approve the reading by title only and waive full reading of Ordinances and Resolutions.

2. **READING FOLDER** **22-866**

RECOMMENDATION:

City Council receive and file Claims received by the City Clerk: Lauren Funke.

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

3. **ADOPTION OF WARRANT RESOLUTION** **22-868**

RECOMMENDATION:

City Council approve Warrant Resolution No. 2686.

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

[1. Summary Check Register Week of 8-29-22](#)

[2. Summary Check Register Week of 9-5-22](#)

4. **MINUTES** **22-869**

RECOMMENDATION:

City Council approve the Minutes of the Regular meeting of September 6, 2022.

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

[1. 09-06-2022 Draft Minutes](#)

5. **MONTHLY UPDATE OF STRATEGIC PLAN GOALS AND 22-836 OBJECTIVES**

RECOMMENDATION:

Staff recommends the City Council approve the September 2022 update to the City of Costa Mesa's Strategic Plan Goals and Objectives.

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

[1. Strategic Objectives - Update - September 2022](#)

6. [I-405 IMPROVEMENT PROJECT - AMENDMENT TO THE 22-855 PROFESSIONAL SERVICES AGREEMENT FOR CONSTRUCTION SUPPORT SERVICES](#)

RECOMMENDATION:

Staff recommends the City Council:

1. Approve Amendment No. 3 to Cooperative Agreement No. C-5-3612 between the City of Costa Mesa and the Orange County Transportation Authority (OCTA) to increase OCTA's maximum obligation to the City by \$50,000 for a total not-to-exceed amount of \$644,594.
2. Authorize the City Manager and City Clerk to execute the amendment, in a form approved by the City Attorney, and future amendments to the agreement within City Council authorized limits.
3. Approve revenue and expense appropriations in the amount of \$50,000 respectively, for the I-405 Improvement Project, per Amendment No. 3 to the Cooperative Agreement C-5-3612 between the City of Costa Mesa and OCTA.
4. Approve proposed Amendment No. 3 (Attachment 1) to the Professional Services Agreement (PSA) with Interwest Consulting Group Inc., 15140 Transistor Lane, Huntington Beach, CA 92649, increasing the maximum compensation by \$50,000 for construction support services, on an as-needed basis, for the I-405 Improvement Project, for a total not-to-exceed amount of \$400,000.
5. Authorize the City Manager and the City Clerk to execute the amendment and future authorized amendments to the Professional Services Agreement.

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

[1. Amendment No. 3 to PSA with Interwest](#)

[2. PSA and past amendments with Interwest](#)

[3. Original Cooperative Agreement with OCTA](#)

7. **REJECT ALL BIDS - WEST 19TH STREET BICYCLE IMPROVEMENTS AND STRIPING PROJECT, CITY PROJECT NO. 22-06**

RECOMMENDATION:

Staff recommends the City Council reject all bids for the West 19th Street Bicycle Improvements and Striping Project, City Project No. 22-06, and direct staff to modify the scope of the project and re-advertise.

**Attachments:** [Agenda Report](#)  
[1. Bid Analysis](#)

8. **RETAINER AGREEMENTS BETWEEN THE CITY OF COSTA MESA 22-867 AND BUCHALTER, A PROFESSIONAL CORPORATION FOR LEGAL SERVICES**

RECOMMENDATION:

It is recommended that the City Council:

1. Approve the Agreements between the City of Costa Mesa and the law firm of Buchalter, a Professional Corporation in connection with the pending lawsuits entitled *The Ohio House LLC v. City of Costa Mesa*, United States District Court for the Central District of California, Case No. 8:19-cv-01710-JVS (GJSx) and *Insight Psychology and Addiction, Inc. v. City of Costa Mesa*, United States District Court for the Central District of California, Case No. 8:20-cv-00504-MEMF-JDE.
2. Authorize the City Manager and City Clerk to execute the Retainer Agreement and future authorized amendments to the Agreements and the City Attorney to take necessary steps to associate Buchalter as co-counsel in the legal matter.
3. Authorize the City Manager to appropriate additional funding amounts, as necessary, to pay legal costs above the amount budgeted for litigation costs in Non-Departmental in the Adopted FY 2022-23 Budget from unassigned fund balance in the General Fund for attorneys' services, if needed, to represent the City in these cases through completion.

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

**AT THIS TIME COUNCIL WILL ADDRESS ANY ITEMS PULLED FROM THE CONSENT CALENDAR**

-----**END OF CONSENT CALENDAR**-----

**PUBLIC HEARINGS: NONE.**

(Pursuant to Resolution No. 05-55, Public Hearings begin at 7:00 p.m.)

**OLD BUSINESS: NONE.**

**NEW BUSINESS: (Next Page)**

1. **[COSTA MESA TENNIS CENTER: SCOPE OF SERVICES](#)** **[22-750](#)**

RECOMMENDATION:

Staff recommends that City Council:

1. Provide Direction on the proposed Scope of Services and release of a Request for Proposals (RFP) for the Operation of the Costa Mesa Tennis Center (Attachment 1).
2. Approve an extension to the agreement with Top Seed Tennis Academy for the interim operation of the Costa Mesa Tennis Center with a term of November 1 through December 31, 2022 (Attachment 2).

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

- [1. Excerpt of the RFP pertaining to the Draft Scope of Services](#)
- [2. Top Seed Tennis Academy - Third Extension](#)
- [3. Online Survey Results](#)

2. [APPOINTMENTS TO THE ARTS COMMISSION AND VARIOUS CITY 22-851 COMMITTEES](#)

RECOMMENDATION:

Staff recommends the City Council make appointments as follows:

1. Arts Commission - Seven (7) vacancies; four (4) appointments to fill vacancies with a term expiration of January 2024 and three (3) to fill vacancies with a term expiration of January 2026.
2. Animal Services Committee - Make two (2) alternate member appointments to fill the vacancies with term expiration of April 2024. Appointments by Council Member Gameros as liaison to the Committee.
3. Active Transportation Committee - Make one (1) alternate member appointment to fill the vacancy with term expiration of April 2024. Appointment by Council Member Harlan as liaison to the Committee.
4. Fairview Park Steering Committee - Make one (1) regular member appointment with a term expiration of April 2025, two (2) regular member appointments with a term expiration of April 2023, one (1) alternate member appointment with a term expiration of April 2023, and one (1) alternate member appointment with term expiration of April 2025. Appointments by Council Member Reynolds as liaison to the Committee.
5. Historical Preservation Committee - Make two (2) alternate member appointments to fill vacancies with a term expiration of April 2024. Appointments by Council Member Chavez as liaison to the Committee.
6. Mobile Home Park Advisory Committee - Make one (1) Independent Citizen At-large appointment to fill vacancy with a term expiration of April 2023. Appointment by Mayor Stephens as liaison to the Committee.

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

[1. Arts Commission Applications](#)

[2. Animal Services Committee Applications](#)

[3. Active Transportation Committee Applications](#)

[4. Fairview Park Steering Committee Applications](#)

[5. Historical Preservation Committee Applications](#)

[6. Mobile Home Park Advisory Committee Applications](#)

**ADDITIONAL COUNCIL/BOARD MEMBER COMMITTEE REPORTS, COMMENTS, AND SUGGESTIONS**

**ADJOURNMENT**



# City of Costa Mesa

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 22-870

**Meeting Date:** 9/20/2022

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**TITLE:**

Proclamation: 2022 Hispanic Heritage Month

**DEPARTMENT:** City Manager's Office





CITY OF COSTA MESA, CALIFORNIA

# Proclamation

**WHEREAS**, the Hispanic Heritage observance began in 1968 as Hispanic Heritage Week under President Lyndon Johnson and was expanded by President Ronald Reagan in 1988 to cover a 30-day period starting on September 15 and ending on October 15. It was enacted into law on August 17, 1988, on the approval of Public Law 100-402; and

**WHEREAS**, each year, Americans across the United States observe National Hispanic Heritage Month by celebrating the histories, cultures, and contributions of the Hispanics and Latinos to the United States and those American citizens whose ancestry can be traced from Spain, Mexico, Caribbean Islands, Central America, and South America; and

**WHEREAS**, the day of September 15 is significant because it is the anniversary of independence for Latin American countries Costa Rica, El Salvador, Guatemala, Honduras, and Nicaragua; in addition, Mexico and Chile celebrate their independence days on September 16 and September 18; and

**WHEREAS**, Hispanics and Latinos have deep roots in the City of Costa Mesa; and

**WHEREAS**, residents of Hispanic and Latino origin represent thirty-six percent of the City's population; and

**WHEREAS**, generation after generation, Hispanics and Latinos have enriched the Costa Mesa community through their resilience, spirit, vibrancy, leadership, investments, and entrepreneurship, advancing the many successes of our richly diverse City; and

**WHEREAS**, this year, the 2022 Hispanic Heritage Month observance theme is "Unidos: Inclusivity for a Stronger Nation" the theme encourages us to ensure that all voices are represented and welcomed to help build stronger communities and a stronger nation.

**NOW, THEREFORE**, I, Mayor John B. Stephens, do hereby proclaim September 15 – October 15, 2022, as Hispanic Heritage Month and encourage the residents of Costa Mesa to celebrate and observe this month by increasing their awareness of the valuable ways Hispanics and Latinos have contributed to our city's prosperity.

*Dated this 20th day of September 2022*



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*John B. Stephens, Mayor of the City of Costa Mesa*



# City of Costa Mesa

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 22-871

**Meeting Date:** 9/20/2022

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**TITLE:**

Proclamation: 2022 National Forensic Science Week

**DEPARTMENT:** City Manager's Office



# **P** CITY OF COSTA MESA, CALIFORNIA **Proclamation**

**WHEREAS**, forensic science is a vital public service involving scientific methods or expertise in the investigation crimes and in the examination of evidence; and

**WHEREAS**, access to quality forensic analysis is a critical element of intelligence-led policing that can exonerate the innocent, uncover crime trends, identify perpetrators, solve crimes, and enhance public safety; and

**WHEREAS**, forensic science plays a critical role in public outreach and crime prevention and is evolving in its role as an important member of the criminal justice community; and

**WHEREAS**, the Costa Mesa Police Department Crime Scene Unit forensic specialists are responsible for collecting evidence, conducting detailed analyses, communicating results in criminal court proceedings as expert witnesses, and educating stakeholders about forensic science; and

**WHEREAS**, crime scene specialists/investigators, forensic examiners, and forensic scientists provide unbiased, accurate, and reliable analyses of evidence recovered from across the nation; and

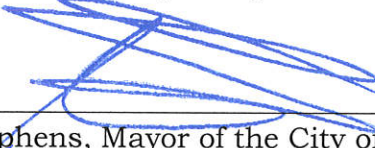
**WHEREAS**, in 2021 the Costa Mesa Police Department crime scene specialists processed over eleven hundred crime scenes and calls for service; and

**WHEREAS**, numerous professional organizations have recognized September 18-24, 2022, as National Forensic Science Week; and individuals across the country will be celebrating this incredibly important field of work; and

**WHEREAS**, the hard-working people that comprise our forensic science organizations deserve universal regard and appreciation for their commitment to proper scientific investigation for the cause of justice.

**NOW, THEREFORE**, I, John B. Stephens, Mayor of the City of Costa Mesa, do hereby proclaim September 18-24, 2022, as National Forensic Science Week in the City of Costa Mesa and invite all residents to celebrate and honor the dedicated work of those in forensic science.

**Dated** this 20<sup>th</sup> day of September 2022.



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John B. Stephens, Mayor of the City of Costa Mesa



# City of Costa Mesa

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 22-865

**Meeting Date:** 9/20/2022

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**TITLE:**

**PROCEDURAL WAIVER: WAIVE THE FULL READING OF ALL ORDINANCES AND RESOLUTIONS**

**RECOMMENDATION:**

City Council, Agency Board, and Housing Authority approve the reading by title only and waive full reading of Ordinances and Resolutions.



# City of Costa Mesa

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 22-866

**Meeting Date:** 9/20/2022

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**TITLE:**

**READING FOLDER**

**RECOMMENDATION:**

City Council receive and file Claims received by the City Clerk: Lauren Funke.





# City of Costa Mesa

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 22-866

**Meeting Date:** 9/20/2022

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**TITLE:**

**READING FOLDER**

**RECOMMENDATION:**

City Council receive and file Claims received by the City Clerk: Lauren Funke.



# City of Costa Mesa

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 22-868

**Meeting Date:** 9/20/2022

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**TITLE:**

**ADOPTION OF WARRANT RESOLUTION**

**DEPARTMENT:** Finance Department

**PRESENTED BY:** Carol Molina, Finance Director

**CONTACT INFORMATION:** Carol Molina at (714) 754-5036

**RECOMMENDATION:**

City Council approve Warrant Resolution No. 2686.

**BACKGROUND:**

In accordance with Section 37202 of the California Government Code, the Director of Finance or their designated representative hereby certify to the accuracy of the following demands and to the availability of funds for payment thereof.

**FISCAL REVIEW:**

Funding Payroll Register No. 22-18 on cycle for \$2,885,468.57, and City operating expenses for \$1,556,277.47.



# City of Costa Mesa

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 22-868

**Meeting Date:** 9/20/2022

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**TITLE:**

**ADOPTION OF WARRANT RESOLUTION**

**DEPARTMENT:** Finance Department

**PRESENTED BY:** Carol Molina, Finance Director

**CONTACT INFORMATION:** Carol Molina at (714) 754-5036

**RECOMMENDATION:**

City Council approve Warrant Resolution No. 2686.

**BACKGROUND:**

In accordance with Section 37202 of the California Government Code, the Director of Finance or their designated representative hereby certify to the accuracy of the following demands and to the availability of funds for payment thereof.

**FISCAL REVIEW:**

Funding Payroll Register No. 22-18 on cycle for \$2,885,468.57, and City operating expenses for \$1,556,277.47.



City of Costa Mesa Accounts Payable  
SUMMARY CHECK REGISTERBank: CITY  
Cycle: ANNUAL

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0238968	08/29/22	P	Jas Pacific	0000025875	22,924.50
Line Description: Bulding Inspector-Jun 22					
0238969	08/29/22	P	Wex Bank	0000014258	3,097.14
Line Description: Fuel 7/7-8/6/22					
TOTAL					\$26,021.64

0 \* \*

26,021.64 +

952,204.11 +

1,107.43 +

22,037.09 +

21,076.50 +

005

1,022,446.77 \*

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0238970	09/02/22	P	Architectural Engineering Technology Inc	0000029448	92,079.45
			Line Description: TSSP Baker/19th-June 2022		
0238971	09/02/22	P	Buchalter A Professional Corporation	0000028918	26,033.85
			Line Description: National Therapeutic Svc-Jul22		
0238972	09/02/22	P	CentralSquare Technologies LLC	0000028721	141,118.87
			Line Description: CAD/RMS Software Maint		
0238973	09/02/22	P	Dell Computer Corp	0000001962	38,738.09
			Line Description: DELL DOCKING STATION		
			SALES TAX (7.75%)		
			DELL LAPTOP		
0238974	09/02/22	P	Executive Facilities Services Inc	0000029510	97,501.65
			Line Description: Janitorial Services - FS 1-6		
			Janitorial Services - Balearic		
			Janitorial Services - Bridge S		
			Janitorial Services - City Hal		
			Janitorial Services - West Sid		
			Janitorial Services - New Corp		
			Janitorial Services - Old Corp		
			Janitorial Services - Police D		
			Janitorial Services - Senior C		
			Janitorial Services - West Sid		
			Janitorial Services - DRC		
			Janitorial Services - NHCC		
			Janitorial Services - FS 1-6		
			Janitorial Services - Balearic		
			Janitorial Services - Bridge S		
			Janitorial Services - City Hal		
			Janitorial Services - Communic		
			Janitorial Services - New Corp		
			Janitorial Services - Old Corp		

City of Costa Mesa Accounts Payable  
SUMMARY CHECK REGISTER

Bank: CITY

Run Date Sep 01,2022

Cycle: AWKLY

Run Time 3:09:27 PM

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
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*Line Description:* Janitorial Services - Police D  
 Janitorial Services - Senior C  
 Janitorial Services - NHCC  
 Janitorial Services - DRC  
 Parks Janitorial Svc-Jul 22  
 FP Janitorial Svc-Jul 22  
 Parks Janitorial Svc-Aug 22  
 FP Janitorial Svc-Aug 22  
 Janitorial Services - Communic

0238975	09/02/22	P	Jones & Mayer	0000014653	115,553.42
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*Line Description:* #111341-RDX Catalyst  
 #111347-Windward Way  
 #111298-2162 Maple St  
 #111302-840 Center St  
 #111311-City Attorney  
 #111301-544 Bernard St  
 #111303-Animal Control  
 #111313-City Clerk PRR  
 #111330-Lehman/Freeman  
 #111331-Ohio House LLC  
 #111333-One Metro West  
 #111345-Socal Recovery  
 #111295-153 Del Mar Ave  
 #111327-Human Resources  
 #111339-PD/440 Fair DR.  
 #111340-Public Services  
 #111342-Risk Management  
 #111297-2104 Wallace Ave  
 #111316-Code Enforcement  
 111324-H3 Ministries App  
 #111294-1269 & 1273 Baker  
 #111319-Development Serv.  
 #111353-Insight Psychology  
 #111337-Planning Commission  
 #111017-D'Alessio Investment  
 #111335-Parks & Community Svcs  
 #111354-Information Technology

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
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*Line Description:*

- #111318-Cruz
- #111325-Hauck
- #111321-Duncan
- #111328-Lawson
- #111329-Leaman
- #111334-Opioid
- #111336-Pepper
- #111305-Beavers
- #111309-Carrera
- #111315-Clifton
- #111317-Council
- #111322-Finance
- #111326-Housing
- #111346-Tippett
- #111308-Carranza
- #111343-Schaefer
- #111344-Shalhoub
- #111306-Camp Lila
- #111310-Cervantes
- #111320-Donaldson
- #111323-Fire Dept
- #111307-Casa Capri
- #111312-City Clerk
- #111331-NMUSD CEQA
- #111299-227 Mesa Dr
- #111338-Police Dept
- #111296-1963 Wallace
- #111300-2879 Mendoza
- #111304-Armand/Blood
- #111314-City Manager

0238976	09/02/22	P	LINA	0000015623	27,063.42
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*Line Description:*

- Life & AD&D Ins Prem-Aug 22
- LTD Ins Prem-Aug 22
- Voluntary Life Ins Prem-Aug 22
- Retiree Life Ins Prem-Aug 22

City of Costa Mesa Accounts Payable  
SUMMARY CHECK REGISTERBank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0238977	09/02/22	P	Merrimac Energy Group	0000021566	28,306.60
		<i>Line Description:</i>	Diesel-FS1 Diesel-Fs5 Diesel-FS6 Diesel-CY Diesel-FS2 Diesel-FS1 Diesel-FS5 Diesel- FS6 Diesel-CY Diesel- FS2 Diesel-FS5		
0238978	09/02/22	P	Norwood Management LLC	0000029243	25,750.00
		<i>Line Description:</i>	Rent for September 2022 Rent for July 2022		
0238979	09/02/22	P	Serving People In Need Inc	0000003992	66,470.95
		<i>Line Description:</i>	Q3 CDBG-CV Rental Assist. Q4 CDBG-CV Rental Assist.		
0238980	09/02/22	P	VincentBenjamin	0000024972	18,127.27
		<i>Line Description:</i>	Temp Staff- Erika H Temp Staff- Roy A Temp Staff-Erika H Temp Staff-Elsa Temp Staff-Elsa Temp Staff-Dust Chhum Temp Staff-Roy A Temp Staff-Roy A Temp Staff- Elsa B Temp Staff- Elsa B Temp Staff- Elsa B Temp Staff- Erika H		

## SUMMARY CHECK REGISTER

Bank: CITY

Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0238981	09/02/22	P	Wigmore Insurance Agency Inc	0000021427	29,249.00
			Line Description: Excess Wks Comp Ins 7/21-6/22		
0238982	09/02/22	P	Yunex LLC	0000029573	39,397.25
			Line Description: Callout for July 2023		
			Routine Maintenance for July23		
			Bristol&Hotel Way IISNS Misc		
			Repair MMU Fairview & Fair		
0238983	09/02/22	P	AC Pozos Electric Corp	0000017868	636.93
			Line Description: Electrical Reapirs		
0238984	09/02/22	P	ARC	0000022726	218.51
			Line Description: National Night Out Banner		
			Movies in the Park Banner		
0238985	09/02/22	P	AT & T	0000001107	1,426.66
			Line Description: Red Phone Fire Sta#2		
			Fire Emergency Line		
			Red Phone Fire Sta#4		
			Red Phone Fire Sta#5		
			NCC Fire Alarm		
			Lions Park Baseball Field		
			Sr Center DSL for Bldg Maint		
			Red Phone Fire Sta#1		
			Red Phone Fire Sta#6		
			Metro Net		
			PRI Circuit Inbound		
			Red Phone Fire Sta#3		
			Jack Hamett Sports Complex		
			DRC Fire Alarm		
0238986	09/02/22	P	AT & T Mobility	0000001107	133.08

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			<i>Line Description:</i> PD Cell Phones 6/12-7/11/22		
0238987	09/02/22	P	AT & T Teleconference Services	0000001107	516.57
			<i>Line Description:</i> Teleconference July 2022		
0238988	09/02/22	P	Adam Ereth	0000029232	800.00
			<i>Line Description:</i> Planning Comm Mtng-Jul 22 Planning Comm Mtng-Jul 22		
0238989	09/02/22	P	Air Exchange Inc	0000024177	2,162.95
			<i>Line Description:</i> Preventative and Emergency Mai Preventative and Emergency Mai Preventative and Emergency Mai		
0238990	09/02/22	P	Allstar Fire Equipment Inc	0000000986	1,146.46
			<i>Line Description:</i> Thorogood Rubber Bunker Boots		
0238991	09/02/22	P	American Alarm Systems Inc	0000008900	225.50
			<i>Line Description:</i> Service Call		
0238992	09/02/22	P	Andrea Marr	0000027012	137.00
			<i>Line Description:</i> League of CA Citities		
0238993	09/02/22	P	Atkinson Andeison Loya Ruud & Romo	0000027289	11,668.53
			<i>Line Description:</i> Litigations General Matter		
0238994	09/02/22	P	BC Traffic Specialist	0000022225	300.00
			<i>Line Description:</i> 3 Message Boards Pick Up		

City of Costa Mesa Accounts Payable  
SUMMARY CHECK REGISTERBank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0238995	09/02/22	P	Barr & Clark Environmental	0000009300	2,100.00
			Line Description: LBP Inspection-Weiss LBP Inspection-McIlwain LBP Inspection-Maso LBP Inspection-Ellis		
0238996	09/02/22	P	Beau Hossler	0000029714	120.00
			Line Description: Basketball Referee 8/29/22		
0238997	09/02/22	P	Beginners Edge Sports Training LLC	0000027270	1,723.80
			Line Description: Instructor Payment-Summer 2022		
0238998	09/02/22	P	Bound Tree Medical LLC	0000011695	2,233.47
			Line Description: EMS Supplies EMS Supplies		
0238999	09/02/22	P	Byron de Arakal	0000012401	800.00
			Line Description: Planning Comm Mtng-Jul 22 Planning Comm Mtng-Aug 22		
0239000	09/02/22	P	CALBO	0000001483	1,495.00
			Line Description: Ed Wk North Virtual Reg-Thomps Ed Wk North Virtual Reg-Thomps Ed Wk North Virtual Reg		
0239001	09/02/22	P	CBE	0000015149	1,888.81
			Line Description: Copier Maint 7/8-8/4/22 Copier Maint 7/5-8/4/22 Copier Usage 7/5-8/4 Copier Maint 6/5-7/4/22 COPIER MAINT 6/5-7/4/22 Copier Maint 8/5-9/4/22		



City of Costa Mesa Accounts Payable  
SUMMARY CHECK REGISTER

Bank: CITY

Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			Line Description: Copier Maint 7/5-8/4/22 Copier Maint 6/5-7/4/22		
0239002	09/02/22	P	California Waters Development Inc	0000029492	14,449.63
			Line Description: Retention Proj #21-08		
0239003	09/02/22	P	Canon Financial Services Inc	0000023241	5,624.36
			Line Description: Copier Lease 8/1-8/31/22 COPIER LEASE 7/1-7/31/22 COPIER LEASE-Jun 22 Copier Lease 5/20-6/16/22 Copier Lease 7/20-8/19/22 Copier Lease 6/20-7/19/22		
0239004	09/02/22	P	City of Anaheim	0000016211	2,666.66
			Line Description: Electronic Daily Status Report		
0239005	09/02/22	P	Continental Interpreting Services Inc	0000024355	1,300.00
			Line Description: Interpreters		
0239006	09/02/22	P	County of Orange	0000003486	1,129.32
			Line Description: Teletype Service July 2022		
0239007	09/02/22	P	D & R Office Works Inc	0000029056	13,233.97
			Line Description: SALES TAX (7.75%) MFG FUEL SURCHARGE SALES TAX (7.75%) LABOR DELIVERY FURNITURE REMODEL CREDENZA DELIVERY AND INSTALLATION		

City of Costa Mesa Accounts Payable  
SUMMARY CHECK REGISTER

Bank: CITY

Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0239008	09/02/22	P	Daniels Tire Service	0000001922	5,483.62
			Line Description: Warehouse Stock		
0239009	09/02/22	P	Darlene S Alcaia	0000029668	200.00
			Line Description: Event 6/29/22		
0239010	09/02/22	P	Dianne Russell	0000011606	800.00
			Line Description: Planning Comm Mtng-Jul 22		
			Planning Comm Mtng-Jul 22		
0239011	09/02/22	P	Donnoe & Associates Inc	0000010228	374.00
			Line Description: Test Rental Services		
0239012	09/02/22	P	Ecolab Pest Elimination	0000024420	1,255.75
			Line Description: Monthly Treatment Bugs 6/22		
0239013	09/02/22	P	Ferguson Enterprises Inc #1350	0000007785	1,450.80
			Line Description: Pump		
			Sink		
			Filter		
			Van Pipe		
0239014	09/02/22	P	Ford Fleet Care	0000026262	4,823.91
			Line Description: Ford Parts-Jul 22		
			Ford Fleet Repair Invoices-Jul		
0239015	09/02/22	P	Galls LLC	0000002297	884.80
			Line Description: Uniform-Roman		
			Uniform for Officer D. Truong		
			Uniform-Comm Officer J. Phipps		

City of Costa Mesa Accounts Payable  
SUMMARY CHECK REGISTER

Bank: CITY

Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0239016	09/02/22	P	General Data Company	0000023334	248.66
			Line Description: Printer Repair		
0239017	09/02/22	P	Gloria Lemus	0000017139	160.54
			Line Description: Correction Officers Course		
0239018	09/02/22	P	Grainger	0000002393	683.29
			Line Description: Parts for Comm		
			Bulb		
			Corp Yard- Bearing Ball		
			Cooler		
			Flush		
0239019	09/02/22	P	Hanks Electrical Supplies	0000002445	711.14
			Line Description: Electrical Supplies		
			Electrical Supplies		
			Ballast Kit		
			Electrical Supplies		
			Electrical Supplies		
			Electrical Supplies		
0239020	09/02/22	P	Jimmy Vivar	0000029412	800.00
			Line Description: Planning Comm Mtng-Jul 22		
			Planning Comm Mtng-Jul 22		
0239021	09/02/22	P	Joe Mar Polygraph & Investigation	0000027462	1,350.00
			Line Description: Polygraph Exam		
0239022	09/02/22	P	Jonathan Zich	0000026312	800.00
			Line Description: Planning Comm Mtng-Jul 22		
			Planning Comm Mtng-Jul 22		

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0239023	09/02/22	P	Jose Rojas	0000029411	800.00
			Line Description: Planning Comm Mtng-Jul 22		
			Planning Comm Mtng-Jul 22		
0239024	09/02/22	P	Kelly Spicers Stores	0000029500	225.63
			Line Description: Presentation Bond		
0239025	09/02/22	P	Kevin Westman	0000014096	73.94
			Line Description: PSP Driving		
0239026	09/02/22	P	Lyons Security Service Inc	0000027168	4,004.35
			Line Description: Special Event Security Svc-May		
0239027	09/02/22	P	Mad Science of West Orange County	0000029437	768.00
			Line Description: ENTERTAINMENT AGREEMENT		
			ENTERTAINMENT AGREEMENT		
0239028	09/02/22	P	Naman Vinson Cobb	0000029729	120.00
			Line Description: Basketball Referee 8/29/22		
0239029	09/02/22	P	National Safety Compliance Inc	0000020714	88.95
			Line Description: DOT Random Drug Testing		
0239030	09/02/22	P	OHD Inc	0000021884	1,380.34
			Line Description: Sales Tax		
			Qfit Annual Calibration		
			Kit 55F Scott C5 - Pure Adapte		
			Qfit annual calibration- Round		

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0239031	09/02/22	P	Orolia USA Inc	0000026938	1,317.00
			Line Description: Premium Support Package		
0239032	09/02/22	P	Paraclete K9	0000026792	4,800.00
			Line Description: K9 Patrol Training		
0239033	09/02/22	P	Paul's Pet Food Express	0000026626	57.76
			Line Description: Food for PSD Aran		
0239034	09/02/22	P	Pauline Popkin	0000029803	2,996.00
			Line Description: Injury Settlement-6/23/21		
0239035	09/02/22	P	Philip Garrett	0000029814	24.00
			Line Description: Standarized Field Sobriety		
0239036	09/02/22	P	Premier Security Services Inc	0000002633	1,620.00
			Line Description: Annual Security Services		
0239037	09/02/22	P	Rapco Industries Inc	0000019620	2,198.66
			Line Description: A3T-T-FF		
			Shipping		
			Sales Tax		
			Sales and Use Tax Payable		
0239038	09/02/22	P	Rincon Truck Center Inc	0000013236	5,339.28
			Line Description: Stock-Batteries		
			Filter Gas		
			Filter Gas- Returned Item		
			Stock-Filter & Adapter		
			Stock-Seal		
			517-Valve		

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			Line Description: Stock-Rotor		
0239039	09/02/22	P	Rockwood Communications Counsel Inc	0000029795	1,879.16
			Line Description: Criss Communication Services		
0239040	09/02/22	P	Roy Center	0000002158	2,447.25
			Line Description: Instructor Payments-Summer2022		
0239041	09/02/22	P	Russell Toler	0000029127	800.00
			Line Description: Planning Comm Mtng-Jul 22		
			Planning Comm Mtng-Jul 22		
0239042	09/02/22	P	SHI International Corp	0000016007	12,900.00
			Line Description: WEB SECURITY		
			ESSENTIAL TECHNICAL SUPPORT RE		
0239043	09/02/22	P	Scott Fazekas & Associates Inc	0000003961	1,120.38
			Line Description: Plan Check June 2022		
0239044	09/02/22	P	Segerstrom Center for the Arts	0000005321	10,702.47
			Line Description: VENUE RENTAL		
0239045	09/02/22	P	Skyhawks Sports Academy LLC	0000004040	4,176.90
			Line Description: Instructor Payments-Summer2022		
0239046	09/02/22	P	So Cal First Aid & Safety	0000026397	477.27
			Line Description: First Aid Refill-City Hall		
0239047	09/02/22	P	South Coast Emergency Vehicle Services	0000003643	1,345.83

Bank: CITY

Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
<i>Line Description:</i> Stock-Seat Belts					
0239048	09/02/22	P	Southern California Edison Company	0000004088	13,177.30
<i>Line Description:</i> 2060 Harbor 4/26-8/23/22					
1845 Park 7/29-8/28/22					
2301 Harbor 7/26-8/23/22					
3120 Manistree 7/25-8/22/22					
Sr Cntr 7/29-8/28/22					
1860 Anaheim 7/29-8/28/22					
867 Prospect 7/25-8/22/22					
348 E 17th 7/27-8/24/22					
3349/3351 Sakioka 7/27-8/24					
1570 Adams 7/22-8/22/22					
2704 Harbor 7/22-8/21/22					
2917-3171 Redhill 7/12-8/9/22					
555 1/2 Paularino 7/25-8/22/22					
1952 Newport 7/28-8/25/22					
0239049	09/02/22	P	Southern California Gas Company	0000004092	3,424.02
<i>Line Description:</i> FS #1 7/27-8/25/22					
Telecomm 7/25-8/23/22					
2310 Placentia 7/25-8/23/22					
2300 Placentia 7/25-8/23/22					
PD 7/25-8/23/22					
FS #4 7/25-8/23/22					
FS #3 7/22-8/22/22					
567 W 18th 7/22-8/22/22					
FS #5 7/25-8/23/22					
FS #2 7/26-8/24/22					
NCC 7/22-8/22/22					
DRC Pool 7/22-8/22/22					
DRC 7/22-8/22/22					
721 James 7/22-8/22/22					
717 James 7/22-8/22/22					
BCC 7/27-8/25/22					

City of Costa Mesa Accounts Payable  
SUMMARY CHECK REGISTERBank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0239050	09/02/22	P	Southern California Shredding Inc	0000025605	145.00
		<i>Line Description:</i>	ON-SITE SHREDDING SERVICES Records Destruction 8/22		
0239051	09/02/22	P	Spectrum Gas Products	0000012653	953.53
		<i>Line Description:</i>	2 Carbon Dioxide Industrial 1 Carbon Dioxide Industrial 2 Carbon Dioxide Industrial Medical LG & SM Cyl Rent Medical LG & SM Cyl Rent Medical LG Cyl Rent Medical LG Cyl Rent Hydrotest Scba Hydrotest Oxygen Portable Received Cyl for Maint 5 Oxygen Medical Size H 6 Oxygen Medical 4 Oxygen Medical Size H		
0239052	09/02/22	P	State of California Dept of Justice	0000001534	637.00
		<i>Line Description:</i>	Livescan/Fingerprinting Servic		
0239053	09/02/22	P	Susan Saxe Clifford PHD	0000003932	900.00
		<i>Line Description:</i>	Pre Employment Psych Eval Pre Employment Psych Exams		
0239054	09/02/22	P	Time Warner Cable	0000011202	1,435.04
		<i>Line Description:</i>	Internet Services CH (Data) Internet Service PD (Data) Equipment Fees for PD Area Cable Services for City Hall HVAC Alarm-Basement at CH NCC Internet (New Bldg)		



City of Costa Mesa Accounts Payable  
SUMMARY CHECK REGISTERBank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0239055	09/02/22	P	Tobias Benjamin Steinle	0000029806	50.00
			Line Description: Class C License		
0239056	09/02/22	P	Triton Technology Solutions Inc	0000021687	272.44
			Line Description: Sales Tax		
			Tesira SOC-4 CK		
			Freight Out		
0239057	09/02/22	P	United Site Services of California Inc	0000015552	60.84
			Line Description: Cleaning Service W/Hand Sani		
0239058	09/02/22	P	Universal Auto & Marine Upholstery	0000026733	500.00
			Line Description: Seat Upholstery-#331		
0239059	09/02/22	P	Urban Professional Builders Inc	0000029414	1,900.00
			Line Description: Fire Sta#3 City Proj 21-06		
0239060	09/02/22	P	Verified First LLC	0000027240	100.00
			Line Description: Pre-Employment Credit Checks		
			Pre-Employment Credit Checks		
			Pre-Employment Credit Checks		
0239061	09/02/22	P	Verizon Wireless	0000008717	14,609.87
			Line Description: 6/18-7/17/22 Cell Srvs & Eqipt		
			PD Cell Phones 6/24-7/23/22		
			7/18-8/17/22 Fire Cell Phones		
			DS Cell Phone		
0239062	09/02/22	P	Vulcan Materials Company	0000007403	682.37
			Line Description: Asphalt Potholes Sidewalk Ramp		
			Asphalt Potholes Sidewalk Ramps		

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			Line Description: Asphalt Potholes Sidewalk Ramp Asphalt Pothole Sidewalk Ramps Asphalt for Patching Potholes		
0239063	09/02/22	P	Ware Disposal Inc	0000000255	9,727.40
			Line Description: Solid Waste Collection Service		
0239064	09/02/22	P	Waterline Technologies Inc	0000014520	334.56
			Line Description: DRC- Pool Treatment		
0239065	09/02/22	P	West Coast Dance Arts	0000021602	2,030.60
			Line Description: Instructor Payments-Summer2022		
0239066	09/02/22	P	Wex Bank	0000014258	2,745.37
			Line Description: Fuel 6/6-7/6/22		
0239067	09/02/22	P	William Saylor	0000029804	1,000.00
			Line Description: Injury Claim Settlement-2/1/22		
0239068	09/02/22	P	Xerox Financial Services	0000010450	902.06
			Line Description: Annual Renewal Lease of Copier		
0239069	09/02/22	P	Youngblood & Associates	0000029630	1,400.00
			Line Description: Polygraph Exam Polygraph Exam		
TOTAL					\$952,204.11

City of Costa Mesa Accounts Payable  
SUMMARY CHECK REGISTERBank: CITY  
Cycle: APAY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0239070	09/02/22	P	CHC: Creating Healthier Communities	0000008015	10.00
			Line Description: Payroll Deduction 2218		
0239071	09/02/22	P	CalPERS Long-Term Care Program	0000006287	147.43
			Line Description: Payroll Deduction 2218		
0239072	09/02/22	P	County of Orange-Sheriff's Dept	0000003451	200.00
			Line Description: Payroll Deduction 2218		
0239073	09/02/22	P	Pameia Lilly	0000025324	750.00
			Line Description: Payroll Deduction 2218		
TOTAL					\$1,107.43

City of Costa Mesa Accounts Payable  
SUMMARY CHECK REGISTER

Bank: DDP1

Cycle: AEOM

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
014012	08/31/22	P	Alan F Kent	0000006393	2,174.79
			Line Description: 1% Supplemental Pay Sept 2022		
014013	08/31/22	P	Beckee Cost	0000016309	946.08
			Line Description: 1% Supplemental Pay Sept 2022		
014014	08/31/22	P	Chris Morris	0000007439	2,500.00
			Line Description: Monthly LTD Payment-Sept 2022		
014015	08/31/22	P	Danny Hogue	0000006802	1,137.03
			Line Description: 1% Supplemental Pay Sept 2022		
014016	08/31/22	P	Darlene Bell	0000005602	580.54
			Line Description: 1% Supplemental Pay Sept 2022		
014017	08/31/22	P	David A Dye	0000002065	260.90
			Line Description: 1% Supplemental Pay Sept 2022		
014018	08/31/22	P	Edward Dryzmala	0000006686	1,377.28
			Line Description: 1% Supplemental Pay Sept 2022		
014019	08/31/22	P	Gale Tusso	0000017460	233.08
			Line Description: 1% Supplemental Pay Sept 2022		
014020	08/31/22	P	Gary D Webster	0000004487	1,204.44
			Line Description: 1% Supplemental Pay Sept 2022		
014021	08/31/22	P	George J Yezbick Jr	0000005045	1,164.00
			Line Description: 1% Supplemental Pay Sept 2022		

City of Costa Mesa Accounts Payable  
SUMMARY CHECK REGISTER

Bank: DDP1

Cycle: AEOM

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
014022	08/31/22	P	Harlan Pauley	0000003569	232.12
			Line Description: 1% Supplemental Pay Sept 2022		
014023	08/31/22	P	James M Miller	0000007440	2,500.00
			Line Description: Monthly LTD Payment-Sept 2022		
014024	08/31/22	P	Kathleen Zuorski	0000025225	504.52
			Line Description: 1% Supplemental Pay Sept 2022		
014025	08/31/22	P	Linda Boylan	0000023340	57.98
			Line Description: 1% Supplemental Pay Sept 2022		
014026	08/31/22	P	Matthew J Collett	0000001720	856.58
			Line Description: 1% Supplemental Pay Sept 2022		
014027	08/31/22	P	Paul A Cappuccilli	0000007705	1,214.50
			Line Description: 1% Supplemental Pay Sept 2022		
014028	08/31/22	P	Phil Dickens	0000005801	511.76
			Line Description: 1% Supplemental Pay Sept 2022		
014029	08/31/22	P	Richard J Johnson	0000005620	1,255.66
			Line Description: 1% Supplemental Pay Sept 2022		
014030	08/31/22	P	Thomas J Lazar	0000002925	1,703.25
			Line Description: 1% Supplemental Pay Sept 2022		

Report ID: CCM2001

City of Costa Mesa Accounts Payable

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**SUMMARY CHECK REGISTER**

Run Date Sep 01, 2022

Bank: DDP1

Run Time 3:05:37 PM

Cycle: AEOM

<u>Payment Ref</u>	<u>Date</u>	<u>Status</u>	<u>Remit To</u>	<u>Remit ID</u>	<u>Payment Amt</u>
014031	08/31/22	P	William H Bechtel	0000001224	1,622.58
<i>Line Description:</i> 1% Supplemental Pay Sept 2022					
<b>TOTAL</b>					<b>\$22,037.09</b>

End of Report

City of Costa Mesa Accounts Payable  
SUMMARY CHECK REGISTER

Bank: DDP1

Cycle: ADIRDP

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
014032	09/02/22	P	Alma Reyes	0000021563	137.00
			Line Description: League of CA Cities		
014033	09/02/22	P	Costa Mesa Employees Association	0000006284	2,957.62
			Line Description: Payroll Deduction 2218		
014034	09/02/22	P	Costa Mesa Executive Club	0000006286	80.00
			Line Description: Payroll Deduction 2218		
014035	09/02/22	P	Costa Mesa Firefighters Association	0000001812	7,800.27
			Line Description: Payroll Deduction 2218		
014036	09/02/22	P	Costa Mesa Police Association	0000001819	7,380.00
			Line Description: Payroll Deduction 2218		
014037	09/02/22	P	Costa Mesa Police Management Assn	0000005082	200.00
			Line Description: Payroll Deduction 2218		
014038	09/02/22	P	Daniel Holl	0000023321	40.00
			Line Description: Field Training Officer		
014039	09/02/22	P	Eloisa Peralta	0000026154	40.00
			Line Description: School Resource Officer		
014040	09/02/22	P	Hank Gallegos	0000026587	146.69
			Line Description: Motorcycle Training		
014041	09/02/22	P	Isaiah Ashby	0000027738	80.00
			Line Description: Special Weapons & Tactics		

City of Costa Mesa Accounts Payable  
SUMMARY CHECK REGISTER

Bank: DDP1

Cycle: ADIRDP

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
014042	09/02/22	P	Jaime Chavez	0000029615	24.00
			Line Description: Standardized Field Sobriety		
014043	09/02/22	P	Jaime Santibanez	0000015126	333.00
			Line Description: ATF Undercover		
014044	09/02/22	P	James Haney	0000029091	155.27
			Line Description: Standardized Field Sobriety		
014045	09/02/22	P	Jenette Martinez	0000026464	510.29
			Line Description: Ntnl Night Out Exp Reimb		
014046	09/02/22	P	Joanna Phipps	0000026638	122.00
			Line Description: APCO Intl Conf		
014047	09/02/22	P	John Elliott	0000007490	40.00
			Line Description: Field Training Officer		
014048	09/02/22	P	Jonathan Smith	0000023435	500.00
			Line Description: Clothing Allowance 2022-23		
014049	09/02/22	P	Jonathan Tripp	0000023628	40.00
			Line Description: Field Training Officer		
014050	09/02/22	P	Kathleen Sapida	0000029556	155.27
			Line Description: Standardized Field Sobriety		



City of Costa Mesa Accounts Payable  
SUMMARY CHECK REGISTER

Bank: DDP1

Cycle: ADIRDP

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
014051	09/02/22	P	Kenneth Tu	0000027512	32.00
			Line Description: Background Investigation		
014052	09/02/22	P	Lindsey Olson	0000027343	40.00
			Line Description: Adv ACE-V App Fingerprint		
014053	09/02/22	P	Matthew Andersen	0000019955	80.00
			Line Description: Correction Officer Course		
014054	09/02/22	P	Reena Leffingwell	0000021326	103.50
			Line Description: Cal NENA Fall Mtng		
014055	09/02/22	P	Roxi Fyad	0000025395	40.00
			Line Description: Command Leadership Int		
014056	09/02/22	P	Scott Drapkin	0000029663	14.00
			Line Description: Parking Exp Reimb		
014057	09/02/22	P	Tony Gracia	0000029589	25.59
			Line Description: Mileage Reimb Outreach		
TOTAL					\$21,076.50

Report ID: CCM2001

City of Costa Mesa Accounts Payable  
SUMMARY CHECK REGISTER

Page No. 1

Run Date Sep 08, 2022

Run Time 1:49:39 PM

Bank: DDP1

Cycle: ADIRDP

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
014058	09/09/22	P	Sandy Soukhaseum	0000025300	175.00
Line Description: Crime Scene Investigation					
TOTAL					\$175.00

0.\*

0.\*

175.00+

553.655.70+

002

553.830.70\*

End of Report

Report ID: CCM2001

City of Costa Mesa Accounts Payable  
SUMMARY CHECK REGISTER

Page No. 1

Run Date Sep 08,2022

Run Time 1:51:10 PM

Bank: CITY

Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0239074	09/09/22	P	Bracken's Kitchen Inc	0000029468	24,434.49
			Line Description: Shelter Kitchen Meal Svc Shelter Kitchen Meal Svs		
0239075	09/09/22	P	BrightView Landscape Services Inc	0000026055	187,131.42
			Line Description: Ladscape Maint-Jul 2022		
0239076	09/09/22	P	Clean Street	0000001098	62,203.87
			Line Description: Sreet Sweeping Svc-Jul 22		
0239077	09/09/22	P	Newport Center Animal Hospital	0000025961	20,000.00
			Line Description: July 2022 Services		
0239078	09/09/22	P	Pinnacle Petroleum, Inc	0000029315	22,443.23
			Line Description: PD-Unleaded Fuel		
0239079	09/09/22	P	Sagecrest Planning & Environmental	0000025748	16,500.00
			Line Description: Consulting Services July 2022 Consulting Services July 2022		
0239080	09/09/22	P	The Code Group Inc	0000025073	32,641.88
			Line Description: Professional Services Agreemen Building Tech Services Donna D		
0239081	09/09/22	P	Vigilant LLC	0000024878	21,000.00
			Line Description: CYBERDNA ALERTING AND SUBSCRIP		
0239082	09/09/22	P	AAA Electric Motor Sales & Service Inc	0000019861	470.02
			Line Description: FAS Mount Supplies		

Bank: CITY

Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0239083	09/09/22	P	ARC	0000022726	50.43
			<i>Line Description:</i> Welcome Fire Families Banner		
0239084	09/09/22	P	AT & T	0000001107	69.55
			<i>Line Description:</i> Internet for Skate Park Camera		
0239085	09/09/22	P	Absolute Aire Flow	0000029816	262.53
			<i>Line Description:</i> Refund Permit E22-00307		
			Refund Permit M22-00127		
0239086	09/09/22	P	Allstar Fire Equipment Inc	0000000986	1,944.32
			<i>Line Description:</i> Yellow Brush Pants OC Specs		
0239087	09/09/22	P	Ana Alvarez	0000029823	349.00
			<i>Line Description:</i> Refund Rec Dep 2007156.002		
0239088	09/09/22	P	Andrew Aguiluz	0000029770	141.65
			<i>Line Description:</i> Refund Permit E22-00201		
			Refund Permit M22-00094		
0239089	09/09/22	P	Angel Auto Spa LLC	0000027465	2,796.56
			<i>Line Description:</i> City Car Wash-Jul 2022		
			PD Car Wasj-Jul 2022		
0239090	09/09/22	P	Aramark Correctional Services Inc	0000013108	570.96
			<i>Line Description:</i> Jail Food & Svc 6/30-7/20/22		
0239091	09/09/22	P	B & M Lawn & Garden Center	0000001151	602.14

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			<i>Line Description:</i> Molding, Lever, Shroud, Suppli Tank Housing, Bar, Prefilter		
0239092	09/09/22	P	CBE	0000015149	689.92
			<i>Line Description:</i> COPIER MAINT 7/5-8/4/22 COPIER MAINT 8/5-9/4/22 COPIER MAINT 8/5-9/4/22 COPIER MAINT 8/5-9/4/22		
0239093	09/09/22	P	CDW Government Inc	0000005402	591.98
			<i>Line Description:</i> Webcam		
0239094	09/09/22	P	Carla Cuellar	0000029818	403.50
			<i>Line Description:</i> Refund Citation CM020004339		
0239095	09/09/22	P	Colton Brandt	0000029822	287.04
			<i>Line Description:</i> Refund Impound Storage Fee		
0239096	09/09/22	P	Costa Mesa Lock & Key	0000001817	210.69
			<i>Line Description:</i> Locks @ Sr Cntr Keys for Facilities		
0239097	09/09/22	P	County of Orange	0000003486	1,129.32
			<i>Line Description:</i> Teletype Svc-Aug 2022		
0239098	09/09/22	P	County of Orange Health Care Agency	0000003488	224.00
			<i>Line Description:</i> DRC Aquatic-Hazmat Fee		
0239099	09/09/22	P	Daniel Gutierrez	0000029812	5.00
			<i>Line Description:</i> Refund Citation K168294		

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0239100	09/09/22	P	Daniela Serpas	0000029769	100.00
			Line Description: Refund Rec Dep 2007188.002		
0239101	09/09/22	P	Data Ticket Inc	0000010929	3,920.99
			Line Description: Prkng Citation Processng-Jul22		
0239102	09/09/22	P	ECKERSALL LLC	0000025412	1,567.50
			Line Description: GIS Svc-Jul 2022		
0239103	09/09/22	P	Ecolab Pest Elimination	0000024420	1,299.70
			Line Description: Pest Control Svc-Aug 2022		
0239104	09/09/22	P	Enrique Naranjo Paz	0000029811	0.50
			Line Description: Refund Citation CM040011996		
0239105	09/09/22	P	Evangelos Karantonis	0000029810	1,000.00
			Line Description: Refund Permit PS22-00471		
0239106	09/09/22	P	Fed Ex	0000002190	117.68
			Line Description: Ground Delivery		
			Ground Delivery		
0239107	09/09/22	P	Ferguson Enterprises Inc #1350	0000007785	1,015.00
			Line Description: Plumbing Supplies		
			Plumbing Supplies		
0239108	09/09/22	P	Freeman Law	0000029813	550.00
			Line Description: Refund Sbpn Dep 001-0035134		

Bank: CITY

Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			<i>Line Description:</i> Refund Sbpn Dep 001-00357135		
0239109	09/09/22	P	Fuel Pros Inc	0000026476	2,803.76
			<i>Line Description:</i> Fuel Level Troubleshoot DO Inspection-FS #2 DO Inspection-PD DO Inspection-FS #6		
0239110	09/09/22	P	Galls LLC	0000002297	608.99
			<i>Line Description:</i> Name Tapes for Traffic Uniform-Gamboa		
0239111	09/09/22	P	Gorilla Marketing	0000029678	974.66
			<i>Line Description:</i> Bicycle Stickers		
0239112	09/09/22	P	Grainger	0000002393	1,730.56
			<i>Line Description:</i> CH-Pump PD-Sensor Lever Chain Paper Towel Dispensers Doors Ceiling Tile		
0239113	09/09/22	P	Graphic Decisions	0000017773	696.00
			<i>Line Description:</i> Fourth July Concert Banners		
0239114	09/09/22	P	Hanks Electrical Supplies	0000002445	1,313.85
			<i>Line Description:</i> Credit-Cpver & Gaslet Fuses Supplies LED Bulbs LED Lamps Credit Return Supplies		

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0239115	09/09/22	P	Hot off the Press	0000029199	1,132.00
		<i>Line Description:</i>	Uniforms-Fire & Rescue Uniforms-Fire & Rescue		
0239116	09/09/22	P	International Code Council Inc	0000011842	223.04
		<i>Line Description:</i>	2021 IFC Commentary 2021 IFC Commentary		
0239117	09/09/22	P	Interstate Batteries of California Coast	0000002700	957.29
		<i>Line Description:</i>	Batteries		
0239118	09/09/22	P	Jackie Man Nga Choi	0000029817	65.00
		<i>Line Description:</i>	Refund Citation CM070015331		
0239119	09/09/22	P	Ji Young Shin	0000029809	44.50
		<i>Line Description:</i>	Refund Citation CM070015559		
0239120	09/09/22	P	Jones & Mayer	0000014653	12,030.22
		<i>Line Description:</i>	#111466-Moyer #111436-Lawson #111437-Learman #111440-Shalhoub #111463-Carranza #111468-Schaefer #111432-Camp Lila #111434-Donaldson #111464-Cervantes #111433-Casa Ca[ri #111439-Ohio House #111467-RDX Catlyst 111462-Armond/Blood #111435-H3 Ministies		



Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			<i>Line Description:</i> #111438-Lehman/Freeman #111465-Huntington Glazing		
0239121	09/09/22	P	K Robert Gonter Jr	0000029821	275.00
			<i>Line Description:</i> Refund Sbpn Dep001-00352576		
0239122	09/09/22	P	Keyser Marston Associates Inc	0000002824	350.00
			<i>Line Description:</i> Housing Legal Svc-Apr 2022		
0239123	09/09/22	P	Kimball Midwest	0000006819	263.64
			<i>Line Description:</i> Stock-Shop Supplies		
0239124	09/09/22	P	Knorr Systems Inc	0000005036	3,459.52
			<i>Line Description:</i> DRC Pool Chemical DRC Pool Chemical DRC Pool Chemical DRC Pool Chemical DRC Pool Chemical DRC Pool Chemical DRC Pool Chemical		
0239125	09/09/22	P	LineGear Fire & Rescue Equipment	0000026007	9,188.92
			<i>Line Description:</i> FIRE & RESCUE EQUIPMENT FIRE & RESCUE EQUIPMENT FIRE & RESCUE EQUIPMENT		
0239126	09/09/22	P	Linscott Law & Greenspan Engineers Inc	0000010877	8,878.40
			<i>Line Description:</i> 18th St HAWK TS Design		
0239127	09/09/22	P	Merrimac Energy Group	0000021566	8,763.37
			<i>Line Description:</i> CY-Diesel FS1-Diesel		

Bank: CITY

Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			<i>Line Description:</i> FS5-Diesel		
0239128	09/09/22	P	Michael Balliet	0000008858	3,121.50
			<i>Line Description:</i> Consulting July 2022		
0239129	09/09/22	P	Nancy Kellerstrass	0000029808	139.00
			<i>Line Description:</i> Refund Citation CM060012384		
0239130	09/09/22	P	Nutrien AG Solutions Inc	0000026392	72.73
			<i>Line Description:</i> Pump for Organic Materials		
0239131	09/09/22	P	Office Depot	0000003394	8,107.75
			<i>Line Description:</i> Supplies-Finance Admin		
			Supplies-Senior Center		
			Supplies-Records Police		
			Supplies-Building Safety		
			Equipment- Records Police		
			Supplies-Police Field Ops		
			Supplies-Police Operations		
			Supplies-Fire Admin		
			Supplies-Planning		
			Supplies-PS Admin		
			Equipment-Police Operations		
			Supplies-Police Training/Recrm		
			Supplies-Police Investigations		
			Supplies-Engr St Improvement		
			Supplies-Community Svs Admin		
			Supplies-Comms and Marketing		
			Supplies-City Council Admin		
			Supplies-City Manager Admin		
			Supplies-Police/Crime Scene		
0239132	09/09/22	P	Orange County Treasurer Tax Collector	0000003489	11,082.90
			<i>Line Description:</i> Parking Citation-July 2022		

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
0239133	09/09/22	P	Patina Restaurant Group	0000026468	10,872.65
			Line Description: CATERING SERVICES		
0239134	09/09/22	P	Performance Awards Marketing Inc	0000017977	2,003.80
			Line Description: Service Award Pins		
0239135	09/09/22	P	Peter Rex Allison	0000029807	200.00
			Line Description: Refund Towing Fee		
0239136	09/09/22	P	Peter Thomas	0000029820	315.00
			Line Description: Refund Rec Dep 2007189.002		
0239137	09/09/22	P	Post Alarm Systems Inc	0000026907	109.15
			Line Description: Fire Alarm System Monitoring		
0239138	09/09/22	P	Premier Security Services Inc	0000002633	2,650.37
			Line Description: CH-Security System		
0239139	09/09/22	P	Pyxis Water Systems Inc	0000015837	6,696.86
			Line Description: Replacement of a Motor TW Lake Lake Maintenance July 2022		
0239140	09/09/22	P	Rincon Truck Center Inc	0000013236	1,552.85
			Line Description: 571-Rad Pipe Stock-Belt Fan 528-Transynd & Coolant		
0239141	09/09/22	P	Roadline Products Inc USA	0000003830	562.99

Bank: CITY  
Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			<i>Line Description:</i> Glass Beads for Traffic Paint		
0239142	09/09/22	P	Robert Gagne	0000002291	43.04
			<i>Line Description:</i> Refund COBRA Ins Payment		
0239143	09/09/22	P	Roland Anderson	0000029815	131.50
			<i>Line Description:</i> Refund Citation CM040010938		
0239144	09/09/22	P	SAP America Inc	0000028709	3,377.19
			<i>Line Description:</i> SAP MAINTENANCE AND SUPPORT		
0239145	09/09/22	P	SHI International Corp	0000016007	299.55
			<i>Line Description:</i> COMPUTER EQUIPMENT		
0239146	09/09/22	P	Sanctuary World Outreach Inc	0000029819	100.00
			<i>Line Description:</i> Refund Rec Dep 2007227.002		
0239147	09/09/22	P	Sharp Electronics Corp	0000015355	188.77
			<i>Line Description:</i> COPIER LEASE July 2022 COPIER LEASE July 2022 COPIER LEASE August 2022		
0239148	09/09/22	P	SiteOne Landscape Supply LLC	0000024133	1,288.58
			<i>Line Description:</i> Wooden Tree Stakes & Arborguar		
0239149	09/09/22	P	SizeUp Inc	0000027101	4,995.00
			<i>Line Description:</i> Annual Software Subscription		
0239150	09/09/22	P	Smith Manufacturing Co Inc	0000004048	2,358.96

Bank: CITY

Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			<i>Line Description:</i> Various Parts for Repair Svcs		
0239151	09/09/22	P	Snap On Industrial	0000012101	1,068.13
			<i>Line Description:</i> Shop Tools-Modis USD (Reader)		
0239152	09/09/22	P	So Cal First Aid & Safety	0000026397	578.99
			<i>Line Description:</i> First Aid Refill Medical Supplies		
0239153	09/09/22	P	South Coast Emergency Vehicle Services	0000003643	943.71
			<i>Line Description:</i> Stock-Buckle		
0239154	09/09/22	P	Sparkletts	0000015725	417.47
			<i>Line Description:</i> WATER DELIVERY SERVICES - CCI WATER DELIVERY SERVICES - HR WATER DELIVERY SERVICES-PS WATER DELIVERY SERVICES - CCo WATER DELIVERY SERVICES-PMaint WATER DELIVERY SERVICES-Corp Y WATER DELIVERY SERVICES - CMO WATER DELIVERY SERVICES - DEV WATER DELIVERY SERVICES - AqCe WATER DELIVERY SERVICES - FINA WATER DELIVERY SERVICES - SeCe		
0239155	09/09/22	P	Susan Saxe Clifford PHD	0000003932	450.00
			<i>Line Description:</i> Pre-Employment Psych Eval		
0239156	09/09/22	P	Tillmann Forensic Investigation LLC	0000025643	402.00
			<i>Line Description:</i> Fingerprint Services June 22		
0239157	09/09/22	P	Triton Technology Solutions Inc	0000021687	2,000.00

City of Costa Mesa Accounts Payable  
SUMMARY CHECK REGISTER

Bank: CITY

Cycle: AWKLY

Payment Ref	Date	Status	Remit To	Remit ID	Payment Amt
			<i>Line Description:</i> CC Maint. Agremnt Retainer Fee		
0239158	09/09/22	P	United Site Services of California Inc	0000015552	320.00
			<i>Line Description:</i> Portable Toilet Svc		
0239159	09/09/22	P	Verizon Wireless	0000008717	11,719.66
			<i>Line Description:</i> PS Cellphones 7/18-8/17/22		
			Braodband Srvs 7/18-8/17/22		
			PD Cell Phones 7/16-8/15/22		
			Cell Phones 7/18-8/17/22		
			CELLPHONE SERVICE 7/18-8/17/22		
0239160	09/09/22	P	Vulcan Materials Company	0000007403	294.98
			<i>Line Description:</i> Asphalt Potholes and Sidewalk		
0239161	09/09/22	P	Waxie Sanitary Supply	0000004480	7,687.03
			<i>Line Description:</i> Warehouse Floor Stock		
			Warehouse Floor Stock		
			Warehouse Floor Stock		
0239162	09/09/22	P	Youngblood & Associates	0000029630	1,750.00
			<i>Line Description:</i> Polygraph Exam		
0239163	09/09/22	P	Yunex LLC	0000029573	5,270.00
			<i>Line Description:</i> Furnished Pickle Switches		
			Replace 17th/Tustin PV Head SE		
<b>TOTAL</b>					<b>\$553,655.70</b>



# City of Costa Mesa

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 22-869

**Meeting Date:** 9/20/2022

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**TITLE:**

**MINUTES**

**DEPARTMENT:** City Manager's Office/City Clerk's Division

**RECOMMENDATION:**

City Council approve the Minutes of the Regular meeting of September 6, 2022.



# City of Costa Mesa

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 22-869

**Meeting Date:** 9/20/2022

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**TITLE:**

**MINUTES**

**DEPARTMENT:** City Manager's Office/City Clerk's Division

**RECOMMENDATION:**

City Council approve the Minutes of the Regular meeting of September 6, 2022.





## **REGULAR MEETING OF THE CITY COUNCIL AND SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY AND HOUSING AUTHORITY SEPTEMBER 6, 2022 - MINUTES**

**CALL TO ORDER** – - The Closed Session meeting was called to order by Mayor Stephens at 4:00 p.m.

### **ROLL CALL**

Present: Council Member Chavez, Council Member Gameros (Arrived 5:22 p.m.), Council Member Harper, Council Member Harlan (Arrived 4:05 p.m.), Council Member Reynolds, Mayor Pro Tem Marr (Arrived 4:04 p.m.), and Mayor Stephens.

Absent: None.

**PUBLIC COMMENTS – NONE.**

### **CLOSED SESSION ITEMS:**

#### **1. CONFERENCE WITH LABOR NEGOTIATORS**

Pursuant to California Government Code Section 54957.6, (a)

Agency Designated Representative: Daniel A. Stefano, Acting City Manager

Name of Employee Organization: Costa Mesa City Employees Association (CMCEA).

#### **2. CONFERENCE WITH LABOR NEGOTIATORS**

Pursuant to California Government Code Section 54957.6 (a)

Agency Designated Representative: Daniel A. Stefano, Acting City Manager

Name of Employee Organization: Costa Mesa Police Association (CMPA).

#### **3. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION**

Pursuant to California Government Code Section 54956.9 (d)(1)

Name of Case: Penfil v. City of Costa Mesa,

Orange County Superior Court Case No. 30-2020-01147493-CU-WT-CJC

City Council recessed at 4:02 p.m. for Closed Session.

Closed Session adjourned at 5:26 p.m.

**CALL TO ORDER** - The Regular City Council and Successor Agency to the Redevelopment Agency and Housing Authority meeting was called to order by Mayor Stephens at 6:00 p.m.

**NATIONAL ANTHEM AND PLEDGE OF ALLEGIANCE**

A video of Lily Uresti performing the National Anthem was played followed by the Mayor leading the Pledge of Allegiance.

**MOMENT OF SOLEMN EXPRESSION**

Led by Pastor Jordan Hansen from Mesa Church.

**ROLL CALL**

Present: Council Member Chavez, Council Member Gameros, Council Member Harlan, Council Member Harper, Council Member Reynolds, Mayor Pro Tem Marr, and Mayor Stephens.

Absent: None.

**CITY ATTORNEY CLOSED SESSION REPORT** – No reportable action.

**PRESENTATIONS:**

Mayor Stephens presented a Commendation to Bryce Sheridan for winning the 49th Annual Will Jordan Classic.

Mayor Stephens presented a proclamation in honor of 2022 Hunger Action Month.

Mayor Stephens presented a proclamation in honor of 2022 National Child Awareness Month.

**PUBLIC COMMENTS – MATTERS NOT LISTED ON THE AGENDA**

Wendy Simao, spoke on noise problems regarding The 12 gym and shared pictures.

Jay Humphrey, spoke against Measure K, the City Council should clearly define affordable housing, and RHNA numbers.

Carrie Mizera, Executive Director of Renascence School International, spoke on the schools new location at 1600 Adams and invited citizens to informational sessions.

Jenn Tanaka, Board Member Costa Mesa Alliance for Better Streets, thanked everybody for making the Bright Lights event a success.

Claudia Tebbs, representing Master Circle residents, spoke against PA-21-27, a proposed cannabis business at 1072 Bristol Street.

John Holly, owner of Rail Makers Inc., spoke on Measure K and the language used to describe the Westside industrial area as deceptive, and spoke on overlay plans allowing residential development.

Barbara Mohiero, spoke on the Wild and Scenic Film Festival on September 24<sup>th</sup> at the Orange Coast Unitarian Universalist Church Campus.

Speaker, spoke on the Housing Element parcels that can be built on throughout the City, spoke on a vision for the planning changes, and against Measure K.

Speaker, spoke on the rushed process of adding the ballot measure to the ballot, lack of review time and lack of opportunity to comment, and opposed to Measure K.

Speaker, read a letter to the editor from Eleanor Egan against Measure K, and spoke against Measure K.

## **COUNCIL MEMBER COMMITTEE REPORTS, COMMENTS, AND SUGGESTIONS**

Council Member Harlan thanked staff for new improvements at Jordan Park, and spoke on a Kaiser Woodland PFO pickleball event on September 10<sup>th</sup>.

Council Member Reynolds spoke on Mr. Holly's comments, vehicle noise controls, private helicopters flying low on the Westside, thanked Alma Reyes and Sergio Escobar for the housing and rental assistance flyers, thanked staff and volunteers for staffing the cooling center, spoke on the Bright Lights distribution, spoke on Hunger Awareness Month and Abound Food Care Program, requested more information on the waitlist for Senior Meals on Wheels program, spoke on expanding the Community Gardens and spoke on reaching out to people in need.

Council Member Chavez requested protected bike lanes on Placentia, spoke on cooling centers, spoke on trees and shade, spoke on the Bright Lights event and thanked the community for their donations and participation, and spoke on the listening tour with Police Chief Lawrence on September 7, 2022.

Council Member Gameros spoke on being available to speak with residents on Master's Circle, and thanked staff for their hard work.

Mayor Pro Tem Marr spoke on the Bright Lights event, spoke on the new big belly trash cans and supports these at Tewinkle Park, requested updates on the following items: Short Term Rentals, Inclusionary Housing Ordinance, Additional Dwelling Unit's, and outdoor dining ordinances, spoke on the ARTventure event on September 16 and 17, attending the League of Cities Conference, and requested information on drones and what is allowed.

Mayor Stephens spoke on the new street lights at Baker and Randolph, attending the Festival of Children, attending the ribbon cutting for the Friends of the Library musical instrument dedication, the Listening tour in District 5 at the Senior Center on September 7, recognized Susan Price on her retirement, and spoke on adjourning the meeting in memory of Salvador Avila.

**REPORT – CITY MANAGER** – Chief Stefano, expressed appreciation for City Council recognizing the workforce, spoke on Ms. Farrell Harrison returning next week, spoke on the Listening Tour with Chief Lawrence on September 7th at 6:00 p.m. at Shalimar Park, and September 21<sup>st</sup> at the Senior Center, spoke on addressing homelessness, housing rental assistance programs, applying for commission and committees, Costa Mesa Chamber of Commerce State of the City luncheon on Friday September 23<sup>rd</sup>, a 9/11 remembrance at all fire stations, and Brenda Emrick, Emergency Operations Manager provided an update from the Office of Emergency Management, including Hazard Mitigation Plan, Covid-19, heat and energy alerts and cooling centers, and National Preparedness Month.

**REPORT – CITY ATTORNEY** – Ms. Hall Barlow, stated the court entered judgment in the City's favor pertaining to the Ohio House case.

### **CONSENT CALENDAR (Items 1-10)**

**MOVED/SECOND:** Council Member Reynolds/Council Member Gameros

**MOTION:** Approve recommended actions for Consent Calendar Item Nos. 1 through 10 except for 9 and 10.

The motion carried by the following roll call vote:

Ayes: Council Member Chavez, Council Member Gameros, Council Member Harlan, Council Member Harper, Council Member Reynolds, Mayor Pro Tem Marr, and Mayor Stephens.

Nays: None

Absent: None

Abstain: Mayor Stephens recused himself only on CC-3 the Warrant Resolution because he received a contribution from one of the warrant recipients.

Motion carried: 7-0

#### **1. PROCEDURAL WAIVER: WAIVE THE FULL READING OF ALL ORDINANCES AND RESOLUTIONS**

**ACTION:**

City Council, Agency Board, and Housing Authority approved the reading by title only and waived full reading of Ordinances and Resolutions.

#### **2. READING FOLDER**

**ACTION:**

City Council received and filed Claims received by the City Clerk: AAA, AA Car Rental, Victoria Baer, Cage Cramer, Joe Hernandez, Nydia Houck, Jason Jones, Kathleen Jones, Zachary Pederson, Carolyn Richardson, and Mike Schaefer.

#### **3. ADOPTION OF WARRANT RESOLUTION**

Mayor Stephens recused himself on the Warrant Resolution because he received a contribution from one of the warrant recipients.

**ACTION:**

City Council approved Warrant Resolution No. 2685.

#### **4. MINUTES**

**ACTION:**

City Council approved the Minutes of the Study Session of July 12, 2022 and Regular meetings of July 19, 2022 and August 2, 2022.

#### **5. ADOPTION OF A RESOLUTION TO ALLOW MEMBERS OF THE CITY COUNCIL, COMMISSIONS AND COMMITTEES TO PARTICIPATE IN THE MEETINGS REMOTELY, AS NEEDED, DUE TO HEALTH AND SAFETY CONCERNS FOR THE MEMBERS AND THE PUBLIC**

**ACTION:**

City Council adopted Resolution No. 2022-57 to allow the members of the City Council, Commission, and Committees to participate in the meetings remotely, as needed, via Zoom due to:

1. The current State of Emergency and global pandemic, which continues to directly impact the ability of the members of the City's legislative bodies to meet safely in person.
2. Federal, State and/or local officials continue to impose or recommend measures to promote social distancing.

#### **6. AUTHORIZE CITY MANAGER TO ENTER INTO A PURCHASE AGREEMENT FOR THE PURCHASE OF FOUR (4) AMBULANCES THROUGH THE HOUSTON-GALVESTON AREA COUNCIL OF GOVERNMENTS (H-GAC) BUY COOP WITH REDSKY EMERGENCY VEHICLES**

**ACTION:**

1. City Council authorized the City Manager or designee, to enter into a purchase agreement for four (4) ambulances through the Houston-Galveston Area Council of Governments (H-GAC) Buy Coop Purchasing contract # AM10-20 with Redsky Emergency Vehicles, and secure funding through a master lease agreement.
2. Authorized the City Manager and City Clerk to execute the necessary documents to acquire the additional ambulances.

**7. ACCEPTANCE OF THE CITYWIDE PARKWAY PROJECT - MAINTENANCE ZONES 6 AND 7, CITY PROJECT NO. 20-07**

**ACTION:**

1. City Council accepted the work performed by Nationwide Contracting Services, Inc. dba Nationwide General Construction Services ("Nationwide"), for the Citywide Parkway Project - Maintenance Zones 6 and 7, Project, City Project No. 20-07, and authorized the City Clerk to file the Notice of Completion.
2. Authorized the City Manager to release the retention monies thirty-five (35) days after the Notice of Completion filing date; release the Labor and Material Bond seven (7) months after the filing date; and release the Faithful Performance Bond one (1) year after the filing date.

**8. ACCEPTANCE OF THE 2021 EMERGENCY MANAGEMENT PERFORMANCE GRANT**

**ACTION:**

1. City Council approved the Agreement to Transfer Funds for the 2021 Emergency Management Performance Grant Program (EMPG) (the "Agreement") and authorized the City Manager to execute the agreement.
2. Adopted Resolution No. 2022-58, which authorizes the application for and acceptance of funds under the Emergency Management Performance Grant (EMPG) Program, and authorizes the City Manager or designee to accept the 2021 EMPG Program.
3. Approved revenue and expense appropriations in the amount of \$17,429 respectively, for the 2021 EMPG Program.

**ITEMS PULLED FROM THE CONSENT CALENDAR**

**9. APPROVAL TO HIRE FULL-TIME CUSTODY STAFF FOR COSTA MESA POLICE JAIL OPERATION SERVICES**

Presentation by Police Chief Lawrence and Lieutenant Casarez.

**Public Comments:**

Ralph Taboada, stated the item should not be on the Consent Calendar, and requested forecasting additional costs for the next five years.

**MOVED/SECOND:** Mayor Stephens/Council Member Gameros

**MOTION:** Approve recommended actions.

The motion carried by the following roll call vote:

Ayes: Council Member Chavez, Council Member Gameros, Council Member Harlan, Council Member Harper, Council Member Reynolds, Mayor Pro Tem Marr, and Mayor Stephens.

Nays: None

Absent: None

Abstain: None

Motion carried: 7-0

**ACTION:**

1. City Council authorized the City Manager or designee to increase the City's table of organization to account for eleven (11) full-time custody staff to facilitate Costa Mesa Jail Operations.
2. Adopted Resolution No. 2022-59, which amends Resolution Number 2022-35, establishing the new Custody Supervisor classification and corresponding salary range.
3. Authorized the appropriation of \$175,215 from the General Fund's (101) fund balance for Police Department custody staff to facilitate Costa Mesa Jail Operations.

**10. ACCEPTANCE AND ALLOCATION OF THE 2022-23 OFFICE OF TRAFFIC SAFETY GRANT FOR THE SELECTIVE TRAFFIC ENFORCEMENT PROGRAM**

Council Member Reynolds spoke on the importance of enforcement on reckless driving, spoke on distributing lights for bikes in lieu of tickets, and educational opportunities.

Public Comments:

Speaker, spoke on the grant and on educational opportunities.

Jay Humphrey spoke in support of acceptance of the grant, and planning for the increase in population.

Speaker, spoke on enforcement of the vehicle code, eliminating the requirement for a bike license, and police handing out bike lights during events such as bike rodeos.

Speaker, thanked the police for being receptive to handing out lights, and suggested the Council stand on a corner and hand out lights as it is very educational.

**MOVED/SECOND:** Council Member Reynolds/Mayor Pro Tem Marr

**MOTION:** Approve recommended actions.

Council Member Chavez requested staff to agendaize for discussion changing the code to eliminate the bike license requirement.

**MOVED/SECOND:** Council Member Reynolds/Mayor Pro Tem Marr

**MOTION:** Approve recommended actions.

The motion carried by the following roll call vote:

Ayes: Council Member Chavez, Council Member Gameros, Council Member Harlan, Council Member Harper, Council Member Reynolds, Mayor Pro Tem Marr, and Mayor Stephens.

Nays: None

Absent: None

Abstain: None

Motion carried: 7-0

**ACTION:**

1. City Council approved Resolution No. 2022-60, which ratifies the application for a grant award from the State of California - Office of Traffic Safety (OTS) for the Selective Traffic Enforcement Program (STEP) and authorizes the City Manager or designee to execute all grant documents, including the Grant Agreement, and accept and administer the grant.
2. Approved revenue and expense appropriations in the amount of \$265,000 respectively, for the 2022-23 OTS STEP grant.

-----**END OF CONSENT CALENDAR**-----

**PUBLIC HEARINGS:**

(Pursuant to Resolution No. 05-55, Public Hearings begin at 7:00 p.m.)

1. **SUBSTANTIAL AMENDMENT TO THE FISCAL YEAR 2021-2022 ANNUAL ACTION PLAN IDENTIFYING FUNDING PRIORITIES FOR THE HOME-AMERICAN RESCUE PLAN (ARP) ALLOCATION PLAN**

Presentation by Ms. Daily, Grant Administrator.

Public Comments:

Mike Rothmeier, inquired on the population to be served.

**MOVED/SECOND:** Mayor Stephens/Mayor Pro Tem Marr

**MOTION:** Approve staff's recommendation allocating 100% of the \$1,816,742 to Supportive Services.

Mayor Pro Tem Marr requested that \$100,000 be designated for Affordable Housing.

Mayor Stephens agreed to the request.



**MOVED/SECOND:** Mayor Stephens/Mayor Pro Tem Marr

**MOTION:** Approve staff's recommendation allocating \$1,716,742 to Supportive Services and \$100,000 to Affordable Housing.

The motion carried by the following roll call vote:

Ayes: Council Member Chavez, Council Member Gameros, Council Member Harlan, Council Member Harper, Council Member Reynolds, Mayor Pro Tem Marr, and Mayor Stephens.

Nays: None

Absent: None

Abstain: None

Motion carried: 7-0

**ACTION:**

1. City Council held a Public Hearing regarding the FY 2021-2022 Substantial Amendment to the Annual Action Plan.
2. Approved the recommended allocation of \$1,816,742 for the HOME-ARP Allocation Plan, a Substantial Amendment to the FY 2021-2022 Annual Action Plan.
3. Adopted Resolution No. 2022-61 in order to:
  - a. Approve the HOME-ARP Allocation Plan, a Substantial Amendment to the 2021-2022 Annual Action Plan.
  - b. Authorize the City Manager, or the City Manager's designee, to submit the 2021-2022 Annual Action Plan Substantial Amendment to the U.S. Department of Housing and Urban Development.
  - c. Designate the City Manager, or the City Manager's designee, as the official representative of the City to administer the programs and to execute and submit all required agreements, certifications, and documents required by HUD, and execute all agreements for the use of funds approved in the 2021-2022 Annual Action Plan Substantial Amendment.
4. Authorized revenue and expense appropriations, respectively, each in the amount of \$1,816,742, for the HOME-ARP Allocation Plan.

**OLD BUSINESS: NONE.**

**NEW BUSINESS:**

1. **EXECUTION OF A SUBRECIPIENT AGREEMENT WITH THE COUNTY OF ORANGE TO ACCEPT GRANT FUNDS FOR THE BENEFIT OF THE BRIDGE SHELTER**

Presentation by Mr. Robbins, Neighborhood Improvement Manager.

Ms. Hall Barlow, City Attorney, clarified the City will enter into a subrecipient agreement with Trellis.

Public Comments:

Ian Stevenson, thanked the City Council for their support.

**MOVED/SECOND:** Mayor Pro Tem Marr/Council Member Reynolds

**MOTION:** Approve staff's recommendation with the amendment to #3 to be a Subrecipient Agreement with Trellis instead of a Professional Services Agreement.

The motion carried by the following roll call vote:

Ayes: Council Member Chavez, Council Member Gameros, Council Member Harlan, Council Member Harper, Council Member Reynolds, Mayor Pro Tem Marr, and Mayor Stephens.

Nays: None

Absent: None

Abstain: None

Motion carried: 7-0

**ACTION:**

1. City Council authorized the City Manager and City Clerk to execute the Subrecipient Agreement between the City of Costa Mesa and the County of Orange to receive grant funds in the amount of \$100,000 to support shelter and support services for people experiencing homelessness.
2. Authorized revenue and expense allocations in the amount of \$100,000 respectively, in County of Orange grant funds to support shelter and support services for people experiencing homelessness.
3. Authorized the City Manager and City Clerk to execute a Subrecipient Agreement with Trellis International in a not to exceed amount of \$70,000.

**ADDITIONAL COUNCIL/BOARD MEMBER COMMITTEE REPORTS, COMMENTS, AND SUGGESTIONS – NONE.**

**ADJOURNMENT** – The Mayor adjourned the meeting at 8:43 p.m. in memory of Salvador Avila.

**Minutes adopted on this 20<sup>th</sup> day of September, 2022.**

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John Stephens, Mayor

ATTEST:

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Brenda Green, City Clerk

DRAFT



# City of Costa Mesa

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 22-836

**Meeting Date:** 9/20/2022

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**TITLE:**

**MONTHLY UPDATE OF STRATEGIC PLAN GOALS AND OBJECTIVES**

**DEPARTMENT:** CITY MANAGER'S OFFICE

**PRESENTED BY:** LORI ANN FARRELL HARRISON, CITY MANAGER

**CONTACT INFORMATION:** ALMA REYES, ASSISTANT TO CITY MANAGER

**RECOMMENDATION:**

Staff recommends the City Council approve the September 2022 update to the City of Costa Mesa's Strategic Plan Goals and Objectives.

**BACKGROUND:**

On October 16, 2021, the City Council adopted new Goals and Objectives for the 2021-2024 Three Year Strategic Plan and created a new six-month work plan covering the October 2021 through March 2022 period. The new Six Month Objectives (Attachment 1) were developed at the September 27, 2021 Strategic Planning retreat. During the workshop, the City Council developed key priorities and objectives for the next six months with staff input. Staff will continue to provide status updates to the City Council via the detailed work plan attached to this report, which is updated on a monthly basis.

A future Strategic Planning session will be scheduled where the current goals and objectives will be evaluated and the City Council and City leadership will identify new key priorities as well as new objectives for the following six months.

**ANALYSIS:**

The September 27, 2021 Strategic Planning Retreat included breakout groups where each of the five City Council Goals were discussed individually. Additionally, each breakout group developed key objectives for the next six-month period for each Goal, covering the October 2021 through March 2022 period. The matrix provides a detailed work plan with specific deliverables for each Goal including timeframes for project completion that will be updated and monitored monthly. It is important to note, deadlines may be extended for the completion of objectives due to internal and/or external factors.

**THREE-YEAR GOALS AND PRIORITIES:**

The Three Year Goals approved by the City Council are as follows (in no priority order):

- Recruit and Retain High Quality Staff
- Achieve Long-Term Fiscal Sustainability
- Strengthen the Public's Safety and Improve the Quality of Life
- Diversify, Stabilize and Increase Housing to Reflect Community Needs
- Advance Environmental Sustainability and Climate Resiliency

**ALTERNATIVES:**

The City Council can provide alternate direction to staff regarding the Strategic Plan update.

**FISCAL REVIEW:**

Many of the stated priorities and action steps were funded within the FY 21-22 Adopted Budget, and were also included in the Adopted Budget for FY 22-23.

**LEGAL REVIEW:**

The City Attorney reviewed and approved this report as to form.

**CONCLUSION:**

The City Council in collaboration with the City's leadership team revised the Three Year Goals at the September 2021 retreat, and established new objectives for the next six months. Staff is currently working on scheduling the 2022 Strategic Planning Retreat. Staff recommends that the City Council approve the September 2022 update to the Strategic Plan.



# City of Costa Mesa

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 22-836

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**DEPARTMENT:** CITY MANAGER'S OFFICE

**PRESENTED BY:** LORI ANN FARRELL HARRISON, CITY MANAGER

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A future Strategic Planning session will be scheduled where the current goals and objectives will be evaluated and the City Council and City leadership will identify new key priorities as well as new objectives for the following six months.

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**THREE-YEAR GOALS AND PRIORITIES:**

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**ALTERNATIVES:**

The City Council can provide alternate direction to staff regarding the Strategic Plan update.

**FISCAL REVIEW:**

Many of the stated priorities and action steps were funded within the FY 21-22 Adopted Budget, and were also included in the Adopted Budget for FY 22-23.

**LEGAL REVIEW:**

The City Attorney reviewed and approved this report as to form.

**CONCLUSION:**

The City Council in collaboration with the City's leadership team revised the Three Year Goals at the September 2021 retreat, and established new objectives for the next six months. Staff is currently working on scheduling the 2022 Strategic Planning Retreat. Staff recommends that the City Council approve the September 2022 update to the Strategic Plan.

**CITY OF COSTA MESA**  
**SIX-MONTH STRATEGIC OBJECTIVES**

THREE-YEAR GOAL: RECRUIT AND RETAIN HIGH QUALITY STAFF						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. Dec. 1, 2021	HR Manager	Initiate the process to map and evaluate the employee recruitment process to innovate and modernize recruitment and commence development of the succession plan and present to the City Manager.	X			Succession Plan Contract awarded to CPS Consulting Services for the development of the Citywide Succession Plan and modernization of recruitment and hiring practices. Work is underway
2. Dec. 1, 2021	City Manager	Present to the City Council for consideration the first phase of hard-to-fill positions requiring a market adjustment based on current data.	X			City Council approved Phase 1 and Phase 2 of the hard-to-fill and hard-to-retain compensation adjustments.
3. June 1, 2022	City Clerk	Perform a market analysis of City Council compensation for comparable agencies and special districts within the county and report results to the City Manager.			X	Preliminary Council Compensation Survey has been provided to the City Manager and due diligence review is in progress.
4. October 1, 2022	HR Manager	Launch the Costa Mesa University Wellness, Leadership, Training and Mentorship Program for all city employees.			X	Finalizing initial phase of training offerings for Costa Mesa "U" in conjunction with implementation of Neogov Learn module.
5. March 15, 2022	HR Manager	Develop HR staffing recommendations for inclusion in the mid-year budget to be presented to the City Council for consideration.	X			Staffing recommendations finalized and presented to the City Council for consideration during the Mid-Year Budget Study Session.



6. October 1, 2022	HR Manager, in concert with the IT Director	Update and begin implementation of the online employee onboarding, training and evaluation processes by updating the NeoGov System.			<b>X</b>	<p>NeoGov contract signed.</p> <p>Implementation process initiated for NEOGOV "Onboard", "Learn" (Training) and "Perform" (Evaluation) modules.</p> <p>"Learn" module in implementation process and scheduled to go "live" in fall 2022.</p> <p>"Onboard" implementation in progress to be followed by "Perform."</p>
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THREE-YEAR GOAL: ACHIEVE LONG-TERM FISCAL SUSTAINABILITY						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. Dec. 15, 2021	Finance Director	Develop and define a quarterly report format, including financial metrics, to improve fiscal transparency and report to the City Council and FiPAC	X			Distributed the FY 2021/2022 1st and 2nd Quarter Financial Reports to the City Council and FiPAC, and posted to the City's website.
2. June 1, 2022	Economic and Development Services Director, working with the City Attorney	Secure a consultant for the Economic Development Strategic Plan.	X			The Request for Proposals has been prepared.  6/21/22 –City Council approved PSA with Tech Coast Consulting Group (TCCG).
3. March 15, 2022	IT Director, working with the Police Chief and Finance Director	Procure and implement an upgrade of the public safety systems, subject to Dept. of Justice approval, and citywide database servers.		X		Completed: PD MDCs. Next Fire MDC Pilot project completed, gear ordered.  Began installation of Phase 3 PC Refresh for PD, Fire and PS 55% Completed.
4. March 15, 2022	Finance Dir., working with the Development Services Director	Provide an update to the City Council regarding the state of retail cannabis implementation, including revised revenue projections.		X		Mid-Year Budget Study Session provided to City Council with an update on all General Fund revenues including Retail Cannabis for current year budget. Additional updates to be provided in context of FY 2022-23 Budget.

THREE-YEAR GOAL: STRENGTHEN THE PUBLIC'S SAFETY AND IMPROVE THE QUALITY OF LIFE						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. Weekly	Asst. City Manager (lead), working with the Communications Team	Enhance the Communications and Engagement Plan to support the public's health, safety and quality of life and present results to the City Manager.			X	Weekly communication plan presented to City Manager. Additional contract resources may be acquired in order to expand existing communications during pandemic; Ongoing efforts.
2. September 1, 2022	Public Services Dir., working with the Police Chief and a consultant	Present a plan to reduce collisions and injuries on roadways, including providing 3-5 options for City Council direction.			X	<p><b>11/2/21</b> - Third stakeholder working group held to review safety countermeasures for case study locations, counter measure toolbox, and best practices.</p> <p><b>11/17/21</b> -Public outreach meeting scheduled. Consultant prepared draft Local Road Safety Plan with traffic safety countermeasures and applications to reduce collisions and injuries on roadways.</p> <p><b>3/8/22</b>- Revised report sent to Stakeholder Working Group for review. Consultant incorporated Stakeholder Working Group comments.</p> <p><b>4/6/22</b> - Stakeholder comments received on March 18. Consultant incorporated comments and submitted Local Road Safety Plan (LRSP) on April 4.</p> <p><b>5/4/22</b> - Presentation of LRSP to Active Transportation Committee.</p> <p><b>6/6/22</b>: LRSP revised based on comments received and submitted.</p> <p><b>9/1/22</b>: A memo with final LRSP report sent to City Council .</p>

3. March 15, 2022	Police Chief – lead, Asst. City Manager, Parks and Community Services Dir., and Fire Chief	Engage the community to obtain feedback on the community's sense of safety and well-being and present results to the City Council		X	<p>Police Dept. developing a community survey and potential platforms and channels of distribution.</p> <p><b>1/5/22</b> - Survey draft completed and shared with department directors for feedback and finalization. Numerous Meet and Greet opportunities have been held for new Police Chief to discuss public safety goals and measures with community groups with additional potential meetings underway.</p> <p><b>3/2/22</b> – Finalized draft community survey submitted to City Manager.</p> <p><b>4/25/22</b> – After completing a very successful five-year CMFR strategic plan, the Fire &amp; Rescue Department recently initiated a new five-year CMFR strategic planning process, which will result in a new Community Driven CMFR Strategic Plan (2022-2027), in alignment with the City Council's strategic goals and objectives. The process included obtaining feedback related to safety and services from a range of community stakeholders, as well as input from internal stakeholders. A draft report is currently being worked on and will be shared with the City Council.</p> <p><b>6/2/22</b> – Received and made edits from City Manager. Sent to PD, Fire and Parks for review. Once that is complete, will get it back to City Manager for one last review and then create and circulate survey.</p>
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						<p>Chief Lawrence hosted Listening Tour events at several locations throughout Costa Mesa with the Mayor and/or the respective Councilmember who could attend these meetings:</p> <ul style="list-style-type: none"> <li>• <b>8/3:</b> District 3 at Vanguard University</li> <li>• <b>8/17:</b> District 1 at Mesa Verde United Methodist Church</li> <li>• <b>8/22:</b> District 2 at Newport Mesa Unified School District offices</li> <li>• <b>8/24:</b> District 6 at Boys and Girls Club</li> <li>• <b>9/7:</b> District 4 meeting to be held</li> <li>• <b>9/21:</b> District 5 meeting to be held</li> </ul> <p>Each event has been attended by residents who have voiced concerns or given input. Some of the concerns that needed a follow-up were documented by staff and shared with the appropriate Unit. Two requests from the Listening Tours were handled by PAM Fyad.</p>
4. March 15, 2022	Parks and Community Services Director	Update the City Council on the Open Space Master Plan, with a focus on access to parks.			X	<p><b>12/7/21</b> - City Council approved an agreement with RJM Design Group to complete the Open Space Master Plan (not-to-exceed \$56,600).</p> <p>The Master Plan review is underway, with stakeholder interviews and phone surveys in progress. Community meetings will be next, with publicity to go out in the coming weeks. The update process is expected to be complete in fall 2022.</p> <p><b>8/29/2022</b> - Draft report is being prepared for presentation to the Parks and Community Services Commission in October. After community input at the Commission, the draft will be presented to the City Council at a study session in November for review and public comment.</p>

5. March 15, 2022	Asst. City Manager	Present options to the City Council for a behavioral health response model.			X	<p>Reviewing best practices and conducting outreach to potential providers. Made contact with 3 cities for potential opportunities to collaborate and exploring available funding streams.</p> <p>Seeking sustainable funding to develop a pilot program.</p>
6. FUTURE OBJECTIVE _____, 2022	Asst. City Manager, working with the Communications Team	Identify, develop and implement a measurement tool(s) to determine the effectiveness of the City's communications and public engagement with all segments of the community.				

THREE-YEAR GOAL: DIVERSIFY, STABILIZE AND INCREASE HOUSING TO REFLECT COMMUNITY NEEDS						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. Dec. 1, 2021	Asst. City Manager – lead, Development Services Dir., City Attorney	Present to the City Council opportunity sites for potential motel conversions with site control options.	X			<p><b>11/16/21</b>- Two proposed sites approved by the City Council.</p> <p><b>12/14/21</b> – County Board of Supervisors approved one site (Motel 6) for submission to the State by the deadline of 1/31/22.</p> <p><b>4/27/22</b> – City announced State HCD approval of \$10.7 million for motel conversion in Costa Mesa (Project Homekey).</p> <p><b>7/19/22</b> – Council approved a total award of \$5M (\$3.5M ARPA + \$1.5M HOME) to Motel 6 Project Homekey.</p> <p><b>10/4/22</b> – Staff to take Motel 6 Project Homekey Affordable Housing Agreement to Council for their consideration.</p>
2. Dec. 15, 2021	City Attorney and the Development Services Dir.	Present to the City Council for action necessary code amendments to address SB 8, 9, and 10.	X			<p><b>12/7/21</b> - City Council adopted an urgency ordinance adopting changes to Title 13 (Zoning) relating to the implementation of Senate Bill 9 for the creation of two residential units per lot and urban lot splits in single family residential zones; and declaring the ordinance an urgency measure to take effect immediately.</p>

3. Dec. 15, 2021	City Manager, working with the City Council	Initiate and convene a Citizens Advisory Group to discuss Measure Y and Housing Element compliance.			X	<p><b>10/19/21</b> – The City Council approved formation of a Housing Ad Hoc Committee to lead community outreach efforts and deliberations regarding Housing Element Compliance and Measure Y.</p> <p><b>1/11/22</b> – Community Forum was held by Ad Hoc Committee to seek input from the public.</p> <p><b>7/12/22</b> – Study Session conducted to consider the Ad Hoc Committee's recommendations.</p>
4. Feb. 1, 2022	Development Services Dir.	Present to the City Council for action the Housing Element.	X			<p><b>11/8/21</b> - The initial Housing Element presentation to the Planning Commission took place. On target for City Council discussion in January 2022 and final adoption on February 1<sup>st</sup></p> <p><b>2/1/22</b>- The City Council adopted a Resolution approving the City of Costa Mesa's 2021-2029 (Sixth-Cycle) Housing Element.</p>
5. June 1, 2022	Development Services Dir. and City Attorney	Present to the Planning Commission a draft Inclusionary Housing Ordinance.			X	<p>Keyser Marston Associates, the City's inclusionary housing consultant, has completed a draft of the required technical report. On target for presentation of options to the City Council and Planning Commission in late 2022.</p>
6. FUTURE OBJECTIVE _____, 2022	Development Services Dir. and City Attorney	Initiate a draft STR Ordinance and an evaluation of program implementation options.		X		<p><b>11/2/21</b> – City Council approved an urgency ordinance prohibiting STR's (except for home sharing). Staff will investigate opportunities for a permitting system and return to Council.</p>



7. FUTURE OBJECTIVE _____, 2022	Development Services Dir. and the City Attorney, working with Jamboree Housing	Present to the City Council for consideration a development plan and land use documentation for affordable senior housing at the Senior Center site.			<b>X</b>	Jamboree Housing has initiated meetings with staff and submitted an application for a senior housing project on the City Senior Center site 2022. The City Manager approved an extension of the ENA in mid-2022 and site planning and technical analyses are underway.
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THREE-YEAR GOAL: ADVANCE ENVIRONMENTAL SUSTAINABILITY AND CLIMATE RESILIENCY						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. Early 2023	Public Services Director	Present the Pedestrian Master Plan update to the City Council for direction.			X	<p><b>10/6/21</b> – 2nd Public Outreach meeting held.</p> <p><b>12/1/21</b> – Draft recommendations and draft Pedestrian Master Plan recommendations presented to the Active Transportation Committee (ATC).</p> <p><b>1/19/22</b> – A special meeting of the ATC focused on the Pedestrian Master Plan.</p> <p><b>3/8/22</b> - Draft recommendations and plan revised to incorporate and address comments.</p> <p><b>4/6/22</b> - Draft plan submitted on April 6. Public outreach conducted April 27 to review draft plan. Draft Plan uploaded to City website.</p> <p><b>5/4/22</b> – Draft plan posted to City website on 4/14. Public outreach meeting held on 4/27.</p> <p><b>6/6/22:</b> Comment matrix with responses sent to ATC on 5/6.</p> <p><b>6/22/22</b> – ATC voted unanimously to move the Pedestrian Master Plan forward to Planning Commission.</p> <p><b>8/30/22:</b> Pedestrian Master Plan to be scheduled for Planning Commission in Fall 2022</p>

2. 2023	Public Services Director, working with the City Manager	Develop a scope of work for the Climate Action and Adaptation Plan and present to the City Council for action.			X	<p>Staff is currently conducting research on best practices in CAAP development, including detailed review of climate action plans of several cities in California.</p> <p>Staff has also developed a draft community survey titled "Climate Ready Costa Mesa: Community Survey" to gauge Costa Mesa residents' concerns and priorities in climate change. The survey is expected to be launched in early 2022.</p> <p><b>1/5/22</b> – Staff has completed research on best practices and lessons learned, and is currently working on developing a draft scope of work for Costa Mesa.</p> <p><b>3/8/22</b> - City staff has developed a draft Climate Action and Adaptation Plan (CAAP) and it is currently being reviewed by the City Manager.</p> <p>Project on hold pending recruitment of Energy &amp; Sustainability Manager</p>
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3. July 15, 2022	Public Services Director	Provide an update of the Stormwater Management Master Plan to the City Council.	X		<p><b>Phase 1 - Existing Conditions Assessment Review (ECAR)</b></p> <ul style="list-style-type: none"> <li>• Data Collection of Record Information: <b>Completed</b></li> <li>• Site Assessment and Inspection: <b>Completed</b></li> <li>• Base maps Development: <b>Ongoing</b></li> <li>• Existing and Proposed Hydrologic/ Hydraulic Analysis (EHH): <b>Ongoing</b></li> </ul> <p><b>6/16/22</b> - Public Workshop # 1 to review Draft ECAR conducted.</p> <p><b>7/15/22</b> - ECAR &amp; Phase 1 completed and sent to City Council.</p> <p><b>Phase 2 - Storm Drain Master Plan (SDMP) Update</b></p> <p><b>July 2022:</b> Proposed Storm Water Alternatives Improvement Map (SWAIM) and hydraulic models to be incorporated.</p> <p><b>Late 2022:</b> Phase 2 expected to be completed.</p> <p><b>January 2023:</b> Public Workshop #2 to review Final SDMP.</p> <p><b>Phase 3 - Drainage System Upgrade Fees and Financing Study</b></p> <p><b>September 2022:</b> Draft fee upgrades &amp; finance study begins.</p> <p><b>Early 2023:</b> City review of fee upgrades and finance study beings. FiPAC &amp; Planning Commission meetings scheduled.</p> <p><b>Phase 4 - Westside Storm Drain Improvements</b></p> <p><b>Summer 2023:</b> Final review of Plans Specs &amp; Estimates (PS&amp;E) scheduled to begin.</p>
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4. December 31, 2022	Public Services Director, working with the Development Services Dir.	Re-evaluate the existing Municipal Sustainable Policy, including landscape, organic waste and infrastructure planning and present the results to the City Council for action.		X	<p>Staff mobilized Costa Mesa Green Team (representatives from Public Services &amp; Development Services) to review existing policy developed in 2007 and conduct research on ways to advance sustainability at City owned facilities and infrastructure.</p> <p>Staff recruited members of 'Sustainability Working Group', representatives from all City Departments to provide suggestions to improve the Sustainable Municipal Green Policy.</p> <p><b>1/5/22</b> – The Costa Mesa Green Team has conducted research on best practices in municipal sustainability and has developed preliminary goals.</p> <p>The Sustainability Working Group members, representing all City Departments, have been identified and the first internal workshop to review the policy will be held in early January.</p> <p><b>3/8/22</b> - City staff completed the draft Sustainable Municipal Green Policy (SMGP) update and it is currently being reviewed by the City Manager and other Departments.</p> <p>The Green Team celebrated Earth Day and Arbor Day while implementing the tentative policies of the SMGP.</p> <p>The SGMP update will be transmitted to Council following City Manager approval.</p>
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# City of Costa Mesa

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 22-855

**Meeting Date:** 9/20/2022

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**TITLE:**

**I-405 IMPROVEMENT PROJECT - AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT FOR CONSTRUCTION SUPPORT SERVICES**

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

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

**CONTACT INFORMATION:** JENNIFER ROSALES, TRANSPORTATION SERVICES  
**MANAGER, (714) 754-5343**

**RECOMMENDATION:**

Staff recommends the City Council:

1. Approve Amendment No. 3 to Cooperative Agreement No. C-5-3612 between the City of Costa Mesa and the Orange County Transportation Authority (OCTA) to increase OCTA's maximum obligation to the City by \$50,000 for a total not-to-exceed amount of \$644,594.
2. Authorize the City Manager and City Clerk to execute the amendment, in a form approved by the City Attorney, and future amendments to the agreement within City Council authorized limits.
3. Approve revenue and expense appropriations in the amount of \$50,000 respectively, for the I-405 Improvement Project, per Amendment No. 3 to the Cooperative Agreement C-5-3612 between the City of Costa Mesa and OCTA.
4. Approve proposed Amendment No. 3 (Attachment 1) to the Professional Services Agreement (PSA) with Interwest Consulting Group Inc., 15140 Transistor Lane, Huntington Beach, CA 92649, increasing the maximum compensation by \$50,000 for construction support services, on an as-needed basis, for the I-405 Improvement Project, for a total not-to-exceed amount of \$400,000.
5. Authorize the City Manager and the City Clerk to execute the amendment and future authorized amendments to the Professional Services Agreement.

**BACKGROUND:**

The Orange County Transportation Authority (OCTA), in cooperation with the State of California Department of Transportation (Caltrans), is implementing improvements to the I-405 Freeway between the SR-73 and I-605 Freeways. The project includes the addition of one (1) mixed-flow lane and one (1) express lane and the conversion of the existing High Occupancy Vehicle (HOV) lane to

an express lane.

In the City of Costa Mesa, major elements of the project include the direct connector ramps between the SR-73 and I-405 Freeways; reconstruction of the Fairview Bridge; realignment of the southbound I-405 onramp from Harbor Boulevard; and sound walls. The significant component of the project in Costa Mesa is the re-design and reconstruction of the Fairview Road/I-405 Interchange and approaches to Fairview Road. There will be multiple traffic detour plans for various phases of the project.

Pursuant to Cooperative Agreement No. C-5-3612 between the City and OCTA, as amended, OCTA will implement the project and ensure it meets State and City requirements and will reimburse the City for all services and costs incurred to complete the project, up to \$594,400. The Original Cooperative Agreement is provided in Attachment 3. The reimbursement to the City includes costs for review and approval of plans, specifications, reports, and oversight of construction inspection services for City facilities, review and acceptance of the transportation management plan, traffic engineering, and police services during design and construction of the project. If the City were to incur additional costs, subsequent amendments could be executed between OCTA and the City to address them. The City of Costa Mesa agreed to provide staff support and retain consultant services as needed to review the project plans and assist during the construction phase.

### **ANALYSIS:**

The construction duration of the I-405 Improvement Project has extended longer than anticipated; therefore, an amendment to the Cooperative Agreement No. C-5-3612 between the City and OCTA is needed for additional costs that would be incurred by the City. OCTA approved an additional \$50,000 to Cooperative Agreement C-5-3612 between the City of Costa Mesa and OCTA to increase the reimbursement to the City by \$50,000 for staff and consultant support services for a total up to \$644,594. OCTA is processing the amendment to increase OCTA's maximum obligation to the City by \$50,000. Staff requests approval of Amendment No. 3 to Cooperative Agreement No. C-5-3612 and approval of a budget adjustment recognizing the additional \$50,000 revenue and appropriating these funds to the I-405 Improvement Project.

Interwest Consulting Group, Inc. is currently providing construction support services for the I-405 Improvement Project. Staff anticipates expending the previously encumbered amounts by September 2022. Staff requests approval of Amendment No. 3 to the Professional Services Agreement with Interwest increasing the maximum compensation by \$50,000 for the I-405 project.

### **ALTERNATIVES:**

One alternative would be to not approve and recognize the revenue from Amendment No. 3. However, this would result in staff's inability to invoice and receive funds from OCTA for reimbursement of staff time and consultant services for work associated with the I-405 Improvement Project.

Another alternative would be to not approve the proposed amendment to the Interwest Professional Services Agreement. However, this would result in diverting City staff resources from other critical City projects to the I-405 project. Staff does not recommend this alternative.

**FISCAL REVIEW:**

Upon execution of Amendment No. 3 to the Cooperative Agreement C-5-3612 between the City of Costa Mesa and OCTA, revenue and expense appropriations in the amount of \$50,000 respectively will be added for this project. .

**LEGAL REVIEW:**

The City Attorney's Office has reviewed this report, prepared the proposed amendment and approves them as to form.

**CITY COUNCIL GOALS AND PRIORITIES:**

This project supports the following City Council goals:

- Achieve long-term fiscal sustainability
- Strengthen the public's safety and improve the quality of life

**CONCLUSION:**

Staff recommends the City Council:

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5. Authorize the City Manager and the City Clerk to execute the amendment and future authorized amendments to the agreement.

**AMENDMENT NUMBER THREE  
TO PROFESSIONAL SERVICES AGREEMENT  
WITH  
INTERWEST CONSULTING GROUP INC.**

This Amendment Number Three ("Amendment") is made and entered into this 20th day of September, 2022 ("Effective Date"), by and between the CITY OF COSTA MESA, a municipal corporation ("City"), and INTERWEST CONSULTING GROUP INC., a Colorado corporation ("Consultant").

WHEREAS, City and Consultant entered into an agreement dated January 15, 2019 for Consultant to provide construction support services in connection with the I-405 Improvement Project (the "Agreement"); and

WHEREAS, City and Consultant increased Consultant's maximum compensation to Three Hundred Fifty Thousand Dollars (\$350,000.00) to enable City to use Consultant for additional construction support services through Amendment Number One to the Agreement, dated February 16, 2021; and

WHEREAS, Section 4.1 of the Agreement provides for a term of three (3) years, with the option to extend the term for two (2) additional one (1) year periods; and

WHEREAS, City and Consultant extended the term of the Agreement for one (1) year, through January 14, 2023, through Amendment Number Two to the Agreement, dated January 14, 2022; and

WHEREAS, City and Consultant now desire to increase Consultant's maximum compensation to Four Hundred Thousand Dollars (\$400,000.00) to enable City to use Consultant for additional construction support services for the I-405 Improvement Project.

NOW, THEREFORE, for valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. Section 2.1 of the Agreement shall be amended to reflect that Consultant's total compensation shall not exceed Four Hundred Thousand Dollars (\$400,000.00).
2. All terms not defined herein shall have the same meaning and use as set forth in the Agreement.
3. All other terms, conditions, and provisions of the Agreement shall remain in full force and effect.
4. This Amendment may be executed in one or more counterparts, each of which shall be deemed an original. All counterparts shall be construed together and shall constitute one agreement.

[Signature page follows.]

IN WITNESS WHEREOF, the parties hereto have caused this Amendment to be executed by and through their respective authorized officers, as of the date first written above.

CONSULTANT

\_\_\_\_\_  
Signature

Date: \_\_\_\_\_

\_\_\_\_\_  
Name and Title

CITY OF COSTA MESA

\_\_\_\_\_  
Lori Ann Farrell Harrison  
City Manager

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Brenda Green  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Kimberly Hall Barlow  
City Attorney

Date: \_\_\_\_\_

APPROVED AS TO INSURANCE:

\_\_\_\_\_  
Ruth Wang  
Risk Management

Date: \_\_\_\_\_

APPROVED AS TO CONTENT:

\_\_\_\_\_  
Jennifer Rosales  
Project Manager

Date: \_\_\_\_\_

DEPARTMENTAL APPROVAL:

\_\_\_\_\_  
Raja Sethuraman  
Public Works Director

Date: \_\_\_\_\_

APPROVED AS TO PURCHASING:

\_\_\_\_\_  
Carol Molina  
Finance Director

Date: \_\_\_\_\_

**CITY OF COSTA MESA  
PROFESSIONAL SERVICES AGREEMENT  
WITH  
INTERWEST CONSULTING GROUP INC.**

THIS PROFESSIONAL SERVICES AGREEMENT ("Agreement") is made and entered into this 15th day of January, 2019 ("Effective Date"), by and between the CITY OF COSTA MESA, a municipal corporation ("City"), and INTERWEST CONSULTING GROUP INC., a Colorado corporation registered to do business in California ("Consultant").

**WITNESSETH:**

A. WHEREAS, City proposes to utilize the services of Consultant as an independent contractor to provide construction support services in connection with the I-405 Improvement Project, as more fully described herein; and

B. WHEREAS, Consultant represents that it has that degree of specialized expertise contemplated within California Government Code section 37103, and holds all necessary licenses to practice and perform the services herein contemplated; and

C. WHEREAS, City and Consultant desire to contract for the specific services described in Exhibit "A" and desire to set forth their rights, duties and liabilities in connection with the services to be performed; and

D. WHEREAS, no official or employee of City has a financial interest, within the provisions of sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

**1.0. SERVICES PROVIDED BY CONSULTANT**

1.1. Scope of Services. Consultant shall provide the professional services described in the Scope of Work, attached hereto as Exhibit "A," and Consultant's Proposal, attached hereto as Exhibit "B," both incorporated herein by this reference.

1.2. Professional Practices. All professional services to be provided by Consultant pursuant to this Agreement shall be provided by personnel experienced in their respective fields and in a manner consistent with the standards of care, diligence and skill ordinarily exercised by professional consultants in similar fields and circumstances in accordance with sound professional practices. Consultant also warrants that it is familiar with all laws that may affect its performance of this Agreement and shall advise City of any changes in any laws that may affect Consultant's performance of this Agreement.

1.3. Performance to Satisfaction of City. Consultant agrees to perform all the work to the complete satisfaction of the City and within the hereinafter specified. Evaluations of the work will be done by the City Manager or his or her designee. If the quality of work is not satisfactory, City in its discretion has the right to:

- (a) Meet with Consultant to review the quality of the work and resolve the matters of concern;
- (b) Require Consultant to repeat the work at no additional fee until it is satisfactory; and/or
- (c) Terminate the Agreement as hereinafter set forth.

1.4. Warranty. Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless City from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against City for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

1.5. Non-Discrimination. In performing this Agreement, Consultant shall not engage in, nor permit its agents to engage in, discrimination in employment of persons because of their race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military or veteran status, except as permitted pursuant to section 12940 of the Government Code.

1.6. Non-Exclusive Agreement. Consultant acknowledges that City may enter into agreements with other consultants for services similar to the services that are subject to this Agreement or may have its own employees perform services similar to those services contemplated by this Agreement.

1.7. Delegation and Assignment. This is a personal service contract, and the duties set forth herein shall not be delegated or assigned to any person or entity without the prior written consent of City. Consultant may engage a subcontractor(s) as permitted by law and may employ other personnel to perform services contemplated by this Agreement at Consultant's sole cost and expense.

1.8. Confidentiality. Employees of Consultant in the course of their duties may have access to financial, accounting, statistical, and personnel data of private individuals and employees of City. Consultant covenants that all data, documents, discussion, or other information developed or received by Consultant or provided for performance of this Agreement are deemed confidential and shall not be disclosed by Consultant without written authorization by City. City shall grant such authorization if disclosure is required by law. All City data shall be returned to City upon the termination of this Agreement. Consultant's covenant under this Section shall survive the termination of this Agreement.

## **2.0. COMPENSATION AND BILLING**

2.1. Compensation. Consultant shall be paid in accordance with the fee schedule set forth in Exhibit A. Consultant's total compensation shall not exceed Two Hundred Thousand Dollars (\$200,000.00).



2.2. Additional Services. Consultant shall not receive compensation for any services provided outside the scope of services specified in the Consultant's Proposal unless the City or the Project Manager for this Project, prior to Consultant performing the additional services, approves such additional services in writing. It is specifically understood that oral requests and/or approvals of such additional services or additional compensation shall be barred and are unenforceable.

2.3. Method of Billing. Consultant may submit invoices to the City for approval on a progress basis, but no more often than two times a month. Said invoice shall be based on the total of all Consultant's services which have been completed to City's sole satisfaction. City shall pay Consultant's invoice within forty-five (45) days from the date City receives said invoice. Each invoice shall describe in detail, the services performed, the date of performance, and the associated time for completion. Any additional services approved and performed pursuant to this Agreement shall be designated as "Additional Services" and shall identify the number of the authorized change order, where applicable, on all invoices.

2.4. Records and Audits. Records of Consultant's services relating to this Agreement shall be maintained in accordance with generally recognized accounting principles and shall be made available to City or its Project Manager for inspection and/or audit at mutually convenient times from the Effective Date until three (3) years after termination of this Agreement.

### **3.0. TIME OF PERFORMANCE**

3.1. Commencement and Completion of Work. The professional services to be performed pursuant to this Agreement shall commence within five (5) days from the Effective Date of this Agreement. Failure to commence work in a timely manner and/or diligently pursue work to completion may be grounds for termination of this Agreement.

3.2. Excusable Delays. Neither party shall be responsible for delays or lack of performance resulting from acts beyond the reasonable control of the party or parties. Such acts shall include, but not be limited to, acts of God, fire, strikes, material shortages, compliance with laws or regulations, riots, acts of war, or any other conditions beyond the reasonable control of a party.

### **4.0. TERM AND TERMINATION**

4.1. Term. This Agreement shall commence on the Effective Date and continue for a period of three (3) years, ending on January 14, 2022, unless previously terminated as provided herein or as otherwise agreed to in writing by the parties. This Agreement may be extended by two (2) additional one (1) year periods upon mutual written agreement of both parties.

4.2. Notice of Termination. The City reserves and has the right and privilege of canceling, suspending or abandoning the execution of all or any part of the work contemplated by this Agreement, with or without cause, at any time, by providing written notice to Consultant. The termination of this Agreement shall be deemed effective upon receipt of the notice of termination. In the event of such termination, Consultant shall immediately stop rendering services under this Agreement unless directed otherwise by the City.

4.3. Compensation. In the event of termination, City shall pay Consultant for reasonable costs incurred and professional services satisfactorily performed up to and including

the date of City's written notice of termination. Compensation for work in progress shall be prorated based on the percentage of work completed as of the effective date of termination in accordance with the fees set forth herein. In ascertaining the professional services actually rendered hereunder up to the effective date of termination of this Agreement, consideration shall be given to both completed work and work in progress, to complete and incomplete drawings, and to other documents pertaining to the services contemplated herein whether delivered to the City or in the possession of the Consultant.

4.4. Documents. In the event of termination of this Agreement, all documents prepared by Consultant in its performance of this Agreement including, but not limited to, finished or unfinished design, development and construction documents, data studies, drawings, maps and reports, shall be delivered to the City within ten (10) days of delivery of termination notice to Consultant, at no cost to City. Any use of uncompleted documents without specific written authorization from Consultant shall be at City's sole risk and without liability or legal expense to Consultant.

## **5.0. INSURANCE**

5.1. Minimum Scope and Limits of Insurance. Consultant shall obtain, maintain, and keep in full force and effect during the life of this Agreement all of the following minimum scope of insurance coverages with an insurance company admitted to do business in California, rated "A," Class X, or better in the most recent Best's Key Insurance Rating Guide, and approved by City:

- (a) Commercial general liability, including premises-operations, products/completed operations, broad form property damage, blanket contractual liability, independent contractors, personal injury or bodily injury with a policy limit of not less than One Million Dollars (\$1,000,000.00), combined single limits, per occurrence. If such insurance contains a general aggregate limit, it shall apply separately to this Agreement or shall be twice the required occurrence limit.
- (b) Business automobile liability for owned vehicles, hired, and non-owned vehicles, with a policy limit of not less than One Million Dollars (\$1,000,000.00), combined single limits, per occurrence for bodily injury and property damage.
- (c) Workers' compensation insurance as required by the State of California. Consultant agrees to waive, and to obtain endorsements from its workers' compensation insurer waiving subrogation rights under its workers' compensation insurance policy against the City, its officers, agents, employees, and volunteers arising from work performed by Consultant for the City and to require each of its subcontractors, if any, to do likewise under their workers' compensation insurance policies.
- (d) Professional errors and omissions ("E&O") liability insurance with policy limits of not less than One Million Dollars (\$1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain, said E&O liability insurance

during the life of this Agreement and for three years after completion of the work hereunder.

5.2. Endorsements. The commercial general liability insurance policy and business automobile liability policy shall contain or be endorsed to contain the following provisions:

- (a) Additional insureds: "The City of Costa Mesa and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the City; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."
- (b) Notice: "Said policy shall not terminate, be suspended, or voided, nor shall it be cancelled, nor the coverage or limits reduced, until thirty (30) days after written notice is given to City."
- (c) Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the City of Costa Mesa, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of Costa Mesa shall be excess and not contributing with the insurance provided by this policy."
- (d) Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of Costa Mesa, its officers, officials, agents, employees, and volunteers.
- (e) The Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

5.3. Deductible or Self Insured Retention. If any of such policies provide for a deductible or self-insured retention to provide such coverage, the amount of such deductible or self-insured retention shall be approved in advance by City. No policy of insurance issued as to which the City is an additional insured shall contain a provision which requires that no insured except the named insured can satisfy any such deductible or self-insured retention.

5.4. Certificates of Insurance. Consultant shall provide to City certificates of insurance showing the insurance coverages and required endorsements described above, in a form and content approved by City, prior to performing any services under this Agreement. The certificates of insurance shall be attached hereto as Exhibit "C" and incorporated herein by this reference.

5.5. Non-Limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

## **6.0. GENERAL PROVISIONS**

6.1. Entire Agreement. This Agreement constitutes the entire agreement between the parties with respect to any matter referenced herein and supersedes any and all other prior

writings and oral negotiations. This Agreement may be modified only in writing, and signed by the parties in interest at the time of such modification. The terms of this Agreement shall prevail over any inconsistent provision in any other contract document appurtenant hereto, including exhibits to this Agreement.

6.2. Representatives. The City Manager or his or her designee shall be the representative of City for purposes of this Agreement and may issue all consents, approvals, directives and agreements on behalf of the City, called for by this Agreement, except as otherwise expressly provided in this Agreement.

Consultant shall designate a representative for purposes of this Agreement who shall be authorized to issue all consents, approvals, directives and agreements on behalf of Consultant called for by this Agreement, except as otherwise expressly provided in this Agreement.

6.3. Project Managers. City shall designate a Project Manager to work directly with Consultant in the performance of this Agreement.

Consultant shall designate a Project Manager who shall represent it and be its agent in all consultations with City during the term of this Agreement. Consultant or its Project Manager shall attend and assist in all coordination meetings called by City.

6.4. Notices. Any notices, documents, correspondence or other communications concerning this Agreement or the work hereunder may be provided by personal delivery or mail and shall be addressed as set forth below. Such communication shall be deemed served or delivered: (a) at the time of delivery if such communication is sent by personal delivery, and (b) 48 hours after deposit in the U.S. Mail as reflected by the official U.S. postmark if such communication is sent through regular United States mail.

IF TO CONSULTANT:

Interwest Consulting Group Inc.  
15140 Transistor Lane  
Huntington Beach, CA 92649  
Tel: (714) 899-9039  
Attn: James G. Ross

IF TO CITY:

City of Costa Mesa  
77 Fair Drive  
Costa Mesa, CA 92626  
Tel: (714) 754-5180  
Attn: Jennifer Rosales

Courtesy copy to:

City of Costa Mesa  
77 Fair Drive  
Costa Mesa, CA 92626  
Attn: Finance Dept. | Purchasing

6.5. Drug-Free Workplace Policy. Consultant shall provide a drug-free workplace by complying with all provisions set forth in City's Council Policy 100-5, attached hereto as Exhibit "D" and incorporated herein by reference. Consultant's failure to conform to the requirements set forth in Council Policy 100-5 shall constitute a material breach of this Agreement and shall be cause for immediate termination of this Agreement by City.

6.6. Attorneys' Fees. In the event that litigation is brought by any party in connection with this Agreement, the prevailing party shall be entitled to recover from the opposing party all costs and expenses, including reasonable attorneys' fees, incurred by the prevailing party in the exercise of any of its rights or remedies hereunder or the enforcement of any of the terms, conditions, or provisions hereof.

6.7. Governing Law. This Agreement shall be governed by and construed under the laws of the State of California without giving effect to that body of laws pertaining to conflict of laws. In the event of any legal action to enforce or interpret this Agreement, the parties hereto agree that the sole and exclusive venue shall be a court of competent jurisdiction located in Orange County, California.

6.8. Assignment. Consultant shall not voluntarily or by operation of law assign, transfer, sublet or encumber all or any part of Consultant's interest in this Agreement without City's prior written consent. Any attempted assignment, transfer, subletting or encumbrance shall be void and shall constitute a breach of this Agreement and cause for termination of this Agreement. Regardless of City's consent, no subletting or assignment shall release Consultant of Consultant's obligation to perform all other obligations to be performed by Consultant hereunder for the term of this Agreement.

6.9. Indemnification and Hold Harmless. Consultant agrees to defend, indemnify, hold free and harmless the City, its elected officials, officers, agents and employees, at Consultant's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the City, its elected officials, officers, agents and employees arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Consultant, its employees, and/or authorized subcontractors, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Consultant, its employees, and/or authorized subcontractors, and/or whenever any claim, action, complaint or suit asserts liability against the City, its elected officials, officers, agents and employees based upon the work performed by the Consultant, its employees, and/or authorized subcontractors under this Agreement, whether or not the Consultant, its employees, and/or authorized subcontractors are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the sole active negligence or willful misconduct of the City. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Consultant's Proposal, which shall be of no force and effect.

6.10. Independent Contractor. Consultant is and shall be acting at all times as an independent contractor and not as an employee of City. Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold City harmless from any

and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold City harmless from any failure of Consultant to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to City from Consultant as a result of Consultant's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

6.11. PERS Eligibility Indemnification. In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

6.12. Cooperation. In the event any claim or action is brought against City relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which City might require.

6.13. Ownership of Documents. All findings, reports, documents, information and data including, but not limited to, computer tapes or discs, files and tapes furnished or prepared by Consultant or any of its subcontractors in the course of performance of this Agreement, shall be and remain the sole property of City. Consultant agrees that any such documents or information shall not be made available to any individual or organization without the prior consent of City. Any use of such documents for other projects not contemplated by this Agreement, and any use of incomplete documents, shall be at the sole risk of City and without liability or legal exposure to Consultant. City shall indemnify and hold harmless Consultant from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from City's use of such documents for other projects not contemplated by this Agreement or use of incomplete documents furnished by Consultant. Consultant shall deliver to City any findings, reports, documents, information, data, in any form, including but not limited to, computer tapes, discs, files audio tapes or any other Project related items as requested by City or its authorized representative, at no additional cost to the City.

6.14. Public Records Act Disclosure. Consultant has been advised and is aware that this Agreement and all reports, documents, information and data, including, but not limited to, computer tapes, discs or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to City may be subject to public disclosure as required by the California Public Records Act (California Government Code section 6250 *et seq.*). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code section 6254.7, and of which

Consultant informs City of such trade secret. The City will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The City shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

6.15. Conflict of Interest. Consultant and its officers, employees, associates and subconsultants, if any, will comply with all conflict of interest statutes of the State of California applicable to Consultant's services under this agreement, including, but not limited to, the Political Reform Act (Government Code sections 81000, *et seq.*) and Government Code section 1090. During the term of this Agreement, Consultant and its officers, employees, associates and subconsultants shall not, without the prior written approval of the City Representative, perform work for another person or entity for whom Consultant is not currently performing work that would require Consultant or one of its officers, employees, associates or subconsultants to abstain from a decision under this Agreement pursuant to a conflict of interest statute.

6.16. Responsibility for Errors. Consultant shall be responsible for its work and results under this Agreement. Consultant, when requested, shall furnish clarification and/or explanation as may be required by the City's representative, regarding any services rendered under this Agreement at no additional cost to City. In the event that an error or omission attributable to Consultant occurs, then Consultant shall, at no cost to City, provide all necessary design drawings, estimates and other Consultant professional services necessary to rectify and correct the matter to the sole satisfaction of City and to participate in any meeting required with regard to the correction.

6.17. Prohibited Employment. Consultant will not employ any regular employee of City while this Agreement is in effect.

6.18. Order of Precedence. In the event of an inconsistency in this Agreement and any of the attached Exhibits, the terms set forth in this Agreement shall prevail. If, and to the extent this Agreement incorporates by reference any provision of any document, such provision shall be deemed a part of this Agreement. Nevertheless, if there is any conflict among the terms and conditions of this Agreement and those of any such provision or provisions so incorporated by reference, this Agreement shall govern over the document referenced.

6.19. Costs. Each party shall bear its own costs and fees incurred in the preparation and negotiation of this Agreement and in the performance of its obligations hereunder except as expressly provided herein.

6.20. No Third Party Beneficiary Rights. This Agreement is entered into for the sole benefit of City and Consultant and no other parties are intended to be direct or incidental beneficiaries of this Agreement and no third party shall have any right in, under or to this Agreement.

6.21. Headings. Paragraphs and subparagraph headings contained in this Agreement are included solely for convenience and are not intended to modify, explain or to be a full or accurate description of the content thereof and shall not in any way affect the meaning or interpretation of this Agreement.

6.22. Construction. The parties have participated jointly in the negotiation and drafting of this Agreement. In the event an ambiguity or question of intent or interpretation arises with respect to this Agreement, this Agreement shall be construed as if drafted jointly by the parties

and in accordance with its fair meaning. There shall be no presumption or burden of proof favoring or disfavoring any party by virtue of the authorship of any of the provisions of this Agreement.

6.23. Amendments. Only a writing executed by the parties hereto or their respective successors and assigns may amend this Agreement.

6.24. Waiver. The delay or failure of either party at any time to require performance or compliance by the other of any of its obligations or agreements shall in no way be deemed a waiver of those rights to require such performance or compliance. No waiver of any provision of this Agreement shall be effective unless in writing and signed by a duly authorized representative of the party against whom enforcement of a waiver is sought. The waiver of any right or remedy in respect to any occurrence or event shall not be deemed a waiver of any right or remedy in respect to any other occurrence or event, nor shall any waiver constitute a continuing waiver.

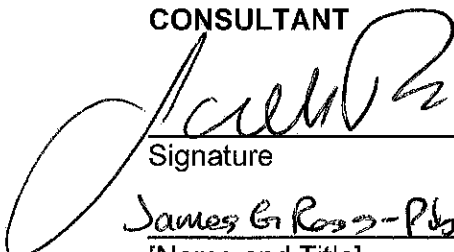
6.25. Severability. If any provision of this Agreement is determined by a court of competent jurisdiction to be unenforceable in any circumstance, such determination shall not affect the validity or enforceability of the remaining terms and provisions hereof or of the offending provision in any other circumstance. Notwithstanding the foregoing, if the value of this Agreement, based upon the substantial benefit of the bargain for any party, is materially impaired, which determination made by the presiding court or arbitrator of competent jurisdiction shall be binding, then both parties agree to substitute such provision(s) through good faith negotiations.

6.26. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original. All counterparts shall be construed together and shall constitute one agreement.

6.27. Corporate Authority. The persons executing this Agreement on behalf of the parties hereto warrant that they are duly authorized to execute this Agreement on behalf of said parties and that by doing so the parties hereto are formally bound to the provisions of this Agreement.

**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be executed by and through their respective authorized officers, as of the date first above written.

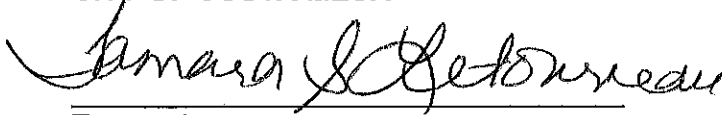
**CONSULTANT**

  
\_\_\_\_\_  
Signature  
James G. Ross - Public Works Group Leader  
[Name and Title]

Date: 1/16/19

73-1630909  
Social Security or Taxpayer ID Number

**CITY OF COSTA MESA**

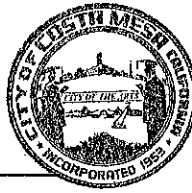
  
\_\_\_\_\_  
Tamara Letourneau  
Acting City Manager

Date: 1/24/19



ATTEST:

Brenda Green 1/28/19  
Brenda Green  
City Clerk



APPROVED AS TO FORM:

Kimberly Hall Barlow  
Kimberly Hall Barlow  
City Attorney

Date: 1/22/19

APPROVED AS TO INSURANCE:

Ruth Wang  
Ruth Wang  
Risk Management

Date: 1/17/19

APPROVED AS TO CONTENT:

Jennifer Rosales  
Jennifer Rosales  
Project Manager

Date: 1/17/19

DEPARTMENTAL APPROVAL:

Raja Sethuraman  
Raja Sethuraman  
Public Services Director

Date: 1-17-19

APPROVED AS TO PURCHASING:

Kelly Telford  
Kelly Telford  
Finance Director

Date: 1/28/19

**AMENDMENT NUMBER ONE  
TO PROFESSIONAL SERVICES AGREEMENT  
WITH  
INTERWEST CONSULTING GROUP INC.**

This Amendment Number One ("Amendment") is made and entered into this 16th day of February, 2021 ("Effective Date"), by and between the CITY OF COSTA MESA, a municipal corporation ("City"), and INTERWEST CONSULTING GROUP INC., a Colorado corporation ("Consultant").

WHEREAS, City and Consultant entered into an agreement on January 15, 2019 for Consultant to provide construction support services in connection with the I-405 Improvement Project (the "Agreement"); and

WHEREAS, City desires to increase Consultant's maximum compensation to Three Hundred Fifty Thousand Dollars (\$350,000.00) to enable City to use Consultant for additional construction support services.

NOW, THEREFORE, for valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. Section 2.1 of the Agreement shall be amended to reflect that Consultant's total compensation shall not exceed Three Hundred Fifty Thousand Dollars (\$350,000.00).
2. All terms not defined herein shall have the same meaning and use as set forth in the Agreement.
3. All other terms, conditions, and provisions of the Agreement shall remain in full force and effect.
4. This Amendment may be executed in one or more counterparts, each of which shall be deemed an original. All counterparts shall be construed together and shall constitute one agreement. Counterpart written signatures may be transmitted by facsimile, email or other electronic means and have the same legal effect as if they were original signatures.

[Signatures appear on following page.]

IN WITNESS WHEREOF, the parties hereto have caused this Amendment to be executed by and through their respective authorized officers, as of the date first written above.

CITY OF COSTA MESA

*Don Amador H.*

City Manager

Date: 3/4/21

CONSULTANT

*Terry J. Rodriguez*

Signature

Date: 2-19-21

TERRY J. RODRIGUE, PRESIDENT  
Name and Title

ATTEST:

*Brenda Green* 3/4/2021  
City Clerk



APPROVED AS TO FORM:

*Kimberly Thel Barlow*

City Attorney

Date: 3/4/21

APPROVED AS TO INSURANCE:

*Paul*

Risk Management

Date: 2/25/21

APPROVED AS TO CONTENT:

*Paul*

Project Manager

Date: 3/1/21

## DEPARTMENTAL APPROVAL:

Raja Sethuram  
Public Services Director

Date: 3-1-21

## APPROVED AS TO PURCHASING:

Robert S.  
Finance Director

Date: 2/24/21

**AMENDMENT NUMBER TWO  
TO PROFESSIONAL SERVICES AGREEMENT  
WITH  
INTERWEST CONSULTING GROUP INC.**

This Amendment Number Two ("Amendment") is made and entered into as of January 14, 2022 ("Effective Date"), by and between the CITY OF COSTA MESA, a municipal corporation ("City"), and INTERWEST CONSULTING GROUP INC., a Colorado corporation ("Consultant").

WHEREAS, City and Consultant entered into an agreement dated January 15, 2019 for Consultant to provide construction support services in connection with the I-405 Improvement Project (the "Agreement"); and

WHEREAS, City and Consultant increased Consultant's maximum compensation to Three Hundred Fifty Thousand Dollars (\$350,000.00) to enable City to use Consultant for additional construction support services through Amendment Number One to the Agreement, dated February 16, 2021; and

WHEREAS, Section 4.1 of the Agreement provides for a term of three (3) years, with the option to extend the term for two (2) additional one (1) year periods; and

WHEREAS, City and Consultant desire to extend the term for one (1) year, through January 14, 2023; and

WHEREAS, City and Consultant intend and desire that this Amendment be effective retroactive to the Effective Date.

NOW, THEREFORE, for valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. This Amendment shall be effective retroactive to the Effective Date.
2. The term of the Agreement shall be extended through January 14, 2023.
3. All terms not defined herein shall have the same meaning and use as set forth in the Agreement.
4. All other terms, conditions, and provisions of the Agreement shall remain in full force and effect.
5. This Amendment may be executed in one or more counterparts, each of which shall be deemed an original. All counterparts shall be construed together and shall constitute one agreement.

[Signature page follows.]

IN WITNESS WHEREOF, the parties hereto have caused this Amendment to be executed by and through their respective authorized officers, as of the date first written above.

CONSULTANT

Paul Maschino  
Signature

Date: 6/21/22

Paul Maschino, President  
Name and Title

CITY OF COSTA MESA

Lori Ann Farrell Harrison  
Lori Ann Farrell Harrison  
City Manager

Date: 6/30/22

ATTEST:

Brenda Green 6/30/2022  
Brenda Green  
City Clerk



APPROVED AS TO FORM:

Kimberly Hall Barlow  
Kimberly Hall Barlow  
City Attorney

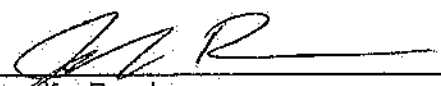
Date: 6/29/22

APPROVED AS TO INSURANCE:

Ruth Wang  
Ruth Wang  
Risk Management

Date: 6/29/22

## APPROVED AS TO CONTENT:

  
Jennifer Rosales  
Project Manager

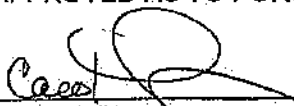
Date: 6-28-22

## DEPARTMENTAL APPROVAL:

for   
Raja Sethuraman  
Public Services Director

Date: 6/29/2022

## APPROVED AS TO PURCHASING:

  
Carol Molina  
Finance Director

Date: June 27, 2022

ATTACHMENT 3

Distributed: 517-16  
Accounting  
CMM  
FPA  
PM *Dmak-Sensu*  
Vendor  
CA *R Hashem*

COOPERATIVE AGREEMENT NO. C-5-3612

BETWEEN

ORANGE COUNTY TRANSPORTATION AUTHORITY

AND

CITY OF COSTA MESA

FOR

I-405 IMPROVEMENT PROJECT

THIS COOPERATIVE AGREEMENT (Agreement), is effective this 10<sup>th</sup> day of May, 2016, by and between the Orange County Transportation Authority, 550 South Main Street, P.O. Box 14184, Orange California 92863-1584, a public corporation of the State of California (herein referred to as "AUTHORITY") and the City of Costa Mesa, 77 Fair Drive, Costa Mesa, California 92628, a municipal corporation duly organized and existing under the constitution and laws of the State of California (herein referred to as "CITY") each individually known as "Party" and collectively known as the "Parties".

**RECITALS:**

**WHEREAS**, AUTHORITY, in cooperation and partnership with the California Department of Transportation, herein referred to as "CALTRANS", is proposing to reduce congestion and improve lane continuity through the Interstate 405 (I-405) corridor with improvements to mainline and interchanges on I-405 between State Route 73 (SR-73) and Interstate 605 (I-605).

**WHEREAS**, the improvements are generally defined as adding one general-purpose lane from Euclid Street to I-605, plus adding an additional median lane which will be combined with the existing HOV lane and operated as dual express lanes in each direction of I-405 from State Route (SR)-73 to Interstate 605 (I-605), replacing and/or widening structures, and other additional geometric and interchange improvements, including improvements to CITY-owned and operated streets, and traffic facilities hereinafter referred to as CITY FACILITIES potentially impacted by this project, all of which are hereinafter referred to as "PROJECT". AUTHORITY will use a design-build method of delivery for



1 build team (herein referred to as "CONTRACTOR"; and

2       **WHEREAS**, this Agreement defines the specific terms, conditions, and funding responsibilities  
3 between the AUTHORITY and CITY regarding the CONTRACT DOCUMENTS, and the design and  
4 construction of PROJECT in regards to CITY FACILITIES; and

5       **WHEREAS**, AUTHORITY is the sponsor and the primary funding agency for PROJECT; and

6       **WHEREAS**, CITY-owned and operated utilities will be subject to an utility agreement(s) and  
7 separate from, and outside of this Agreement; and

8       **WHEREAS**, PROJECT is located within and adjacent to the CALTRANS right-of-way in the Cities  
9 of Costa Mesa, Fountain Valley, Huntington Beach, Westminster, Garden Grove, Seal Beach, Los  
10 Alamitos, and County of Orange; and

11       **WHEREAS**, AUTHORITY has contracted with Parsons Transportation Group, Inc., as the  
12 Program Management Consultant (PMC) for this PROJECT, to assist with the administration and  
13 oversight of the procurement, and design and construction phases of PROJECT; and

14       **WHEREAS**, AUTHORITY has contracted with Jacobs Project Management Co., as the  
15 Construction Management Consultant (CMC) for this PROJECT, to assist with the administration and  
16 oversight of the procurement, and construction phases of PROJECT; and

17       **WHEREAS**, AUTHORITY agrees to acquire right-of-way necessary for the PROJECT; and

18       **WHEREAS**, AUTHORITY shall ensure CONTRACTOR's compliance with all applicable  
19 requirements contained in this Agreement; and

20       **WHEREAS**, CITY FACILITIES will potentially be impacted by PROJECT, and AUTHORITY  
21 desires to collaborate with CITY during the development of the CONTRACT DOCUMENTS for the  
22 selection of a CONTRACTOR, and during the design and construction of PROJECT; and

23       **WHEREAS**, AUTHORITY will provide contract administration for all phases of PROJECT work  
24 on CITY FACILITIES, and work within CITY right-of-way, while adhering to State, Federal, and CITY  
25 standards and requirements, as applicable; and

26 /

1       **WHEREAS**, AUTHORITY will reimburse CITY for actual costs for CITY SERVICES, as related to  
 2 improvements to CITY FACILITIES, and defined as:

- 3           • Review and approval of plans, specifications, and other pertinent engineering plans,  
 4           and reports, and for oversight construction inspection services
- 5           • Review and acceptance of Transportation Management Plan (TMP)
- 6           • Traffic engineering, and oversight detour inspections
- 7           • CITY police services; and

8       **WHEREAS**, the costs for the following elements of CITY SERVICES cannot be quantified  
 9 and priced at this time, as they will be developed by the CONTRACTOR upon CITY acceptance of TMP.  
 10 Once the costs of these elements are developed, AUTHORITY shall amend this Agreement to account  
 11 for such costs: set forth herein

12           • Costs for mitigation for reduction of pavement life related to impacts to CITY  
 13 streets along the signed, long-term detours, and alternate detour routes required by CONTRACTOR;  
 14 and

15       **WHEREAS**, CITY's City Council approved this Agreement on the 19<sup>th</sup> day of  
 16 April, 2016; and

17       **WHEREAS**, AUTHORITY's Board of Directors authorized this Agreement on the 14<sup>th</sup> day of  
 18 March, 2016.

19       **NOW, THEREFORE**, it is mutually understood and agreed by AUTHORITY and CITY as follows:

20       **ARTICLE 1. COMPLETE AGREEMENT**

21       A. This Agreement, including any attachments incorporated herein and made applicable by  
 22 reference, constitutes the complete and exclusive statement of the term(s) and conditions(s) of this  
 23 Agreement between AUTHORITY and CITY and it supersedes all prior representations, understandings,  
 24 and communications between the Parties relating to the subject matter of this Agreement. The invalidity  
 25 in whole or in part of any term or condition of this Agreement shall not affect the validity of other term(s)

26 /

1 or condition(s) of this Agreement. The above referenced Recitals are true and correct and incorporated  
2 by reference herein.

3 B. AUTHORITY's failure to insist on any instance(s) of CITY's performance of any term(s) or  
4 condition(s) of this Agreement shall not be construed as a waiver or relinquishment of AUTHORITY's  
5 right to such performance or to future performance of such term(s) or condition(s), and CITY's obligation  
6 in respect thereto shall continue in full force and effect. Changes to any portion of this Agreement shall  
7 not be binding upon AUTHORITY except when specifically confirmed in writing by an authorized  
8 representative of AUTHORITY by way of a written amendment to this Agreement and issued in  
9 accordance with the provisions of this Agreement.

10 C. CITY's failure to insist on any instance(s) of AUTHORITY's performance of any term(s) or  
11 condition(s) of this Agreement shall not be construed as a waiver or relinquishment of CITY's right to such  
12 performance or to future performance of such term(s) or condition(s), and AUTHORITY's obligation in  
13 respect thereto shall continue in full force and effect. Changes to any portion of this Agreement shall not  
14 be binding upon CITY except when specifically confirmed in writing by an authorized representative of  
15 CITY by way of a written amendment to this Agreement and issued in accordance with the provisions of  
16 this Agreement.

## 17 **ARTICLE 2. SCOPE OF AGREEMENT**

18 This Agreement specifies the roles and responsibilities of the Parties as they pertain to the  
19 subjects and projects addressed herein. AUTHORITY and CITY agree that each will cooperate and  
20 coordinate with the other in all activities covered by this Agreement and any amendments to this  
21 Agreement.

## 22 **ARTICLE 3. RESPONSIBILITIES OF AUTHORITY**

23 AUTHORITY agrees to the following responsibilities for PROJECT:

24 A. To be the sponsor and funding agency to manage and administer the contract for  
25 PROJECT, which includes preliminary engineering, right-of-way acquisition, and preparation of  
26 CONTRACT DOCUMENTS to be used in the advertisement of a design-build RFP and for the selection

1 of a CONTRACTOR to perform full design-build activities, and other related services, including  
2 improvements to CITY FACILITIES which are necessary as part of PROJECT.

3 B. To perform right-of-way acquisition and right-of-way certification for PROJECT, and  
4 specifically for CITY FACILITIES, if necessary.

5 C. To include within the CONTRACT DOCUMENTS, in regards to CITY FACILITIES, design  
6 criteria which meets acceptable CITY standards in existence at the time the design-build RFP is released.

7 D. To coordinate with CITY during the development of the CONTRACT DOCUMENTS as  
8 they relate to CITY FACILITIES, and afford the CITY the opportunity to review, and comment on the  
9 CONTRACT DOCUMENTS prior to the release of the RFP for PROJECT, and in accordance with the  
10 terms of this Agreement.

11 E. To coordinate with CITY regarding review times to be included in CONTRACT  
12 DOCUMENTS. The review times will be applicable to the design and construction of PROJECT in  
13 regards to CITY FACILITIES. AUTHORITY will hold Joint Resolution Meetings (JRT) with CITY to resolve  
14 CITY comments and obtain approvals, if applicable.

15 F. To coordinate the procurement, and design and construction of PROJECT with the CITY,  
16 and hold regular technical and partnering meetings to brief the CITY on the status of PROJECT, solicit  
17 input, and provide a forum to discuss and resolve PROJECT issues which impact the CITY.

18 G. To respond cooperatively and within a reasonable time to requests for information and  
19 documents by CITY.

20 H. To comply with all requirements of the Final Environmental Impact Report/Environmental  
21 Impact Statement (FEIR/FEIS) for the PROJECT, including but not limited to the preparation and  
22 processing of any and all supplemental environmental documents, including those required for CITY  
23 FACILITY improvements for PROJECT.

24 I. If AUTHORITY encounters hazardous, archeological, paleontological, cultural, or other  
25 protected materials and/or species within any existing or future CITY-owned right-of-way for the CITY  
26 FACILITIES, AUTHORITY shall notify the CITY and responsible control agencies of such discovery.

1 J. The costs for any remediation or protection for Article 3, Paragraph I, shall be covered as  
2 a PROJECT cost, provided that AUTHORITY may seek reimbursement from other third parties which  
3 may be jointly or severally liable for such removal or protection.

4 K. To protect in place, rearrange or relocate after CITY consultation and concurrence, CITY-  
5 owned public utility facilities found to be in conflict with PROJECT. All conditions of this clause shall be  
6 subject to utility agreements which are separate from, and outside of, this Agreement.

7 L. To secure and comply with any and all other governmental and/or regulatory approvals,  
8 permits and/or clearances required for the design and construction of CITY FACILITIES included in  
9 PROJECT.

10 M. In the event CITY requests additional improvements, they shall be evaluated and  
11 processed in accordance with Article 4, Paragraph L, of this Agreement.

12 N. To implement a Quality Management Plan during all phases of PROJECT.

13 O. To monitor all PROJECT activities to ensure compliance with the approved PROJECT  
14 schedule, quality and budget goals of PROJECT.

15 P. To obtain concurrence for permanent easements, if required, for CITY FACILITIES.

16 Q. To facilitate discussion between CITY, local agencies, and others regarding resolution of  
17 ownership, operation, and maintenance of CITY FACILITIES.

18 R. To coordinate with CALTRANS and CITY for preparation and execution of Maintenance  
19 Agreements.

20 S. To convey ownership of any property acquired by AUTHORITY for PROJECT, and which  
21 is necessary for CITY FACILITIES upon completion of the CITY FACILITIES, and title to such right-of-  
22 way having been acquired by AUTHORITY. Conveyance of such property to the CITY shall be completed  
23 through an executed Property Transfer Agreement with AUTHORITY. AUTHORITY shall convey such  
24 property in a condition acceptable to the CITY and in accordance with CALTRANS' Right of Way Manual.

25 T. To require CONTRACTOR to submit to CITY for review and approval, including but not  
26 limited to, plans, specifications, and other pertinent engineering plans, and reports, for CITY FACILITIES

1 prior to construction thereof. During construction, CITY may provide construction oversight inspection  
2 services. Such reviews and approvals, and construction oversight inspection services (CITY SERVICES)  
3 shall be in accordance with the CONTRACT DOCUMENTS, and reimbursable to CITY by this  
4 Agreement.

5 U. To require CONTRACTOR to prepare a TMP, and submit to CITY for review and  
6 acceptance, in regards to construction related impacts to CITY. The TMP will address construction-  
7 related impacts to existing CITY street traffic, and will include normal traffic handling requirements during  
8 PROJECT construction including staging, lane closures, re-striping, detours, and signalization, and will  
9 specify requirements for communicating with the public and local agencies during construction.  
10 Modifications to streets, intersections, signals, etc., required to address traffic impacts during construction  
11 will be borne as a PROJECT cost. Such review and acceptance of TMP (CITY SERVICES) shall be in  
12 accordance with the CONTRACT DOCUMENTS, and reimbursable to CITY by this Agreement.

13 V. To obtain a written acceptance of TMP from CITY.

14 W. To reimburse the CITY for its actual costs for oversight detour inspections, traffic  
15 engineering services (including staff overhead and third party traffic signal maintenance service costs  
16 contracted out by CITY), and police services (including overtime costs). Ongoing deployment of police  
17 services related to PROJECT traffic management will require prior approval by AUTHORITY. Such  
18 traffic engineering, oversight detour inspections, and police services (CITY SERVICES) shall be in  
19 accordance with the CONTRACT DOCUMENTS, and reimbursable to CITY by this Agreement.

20 X. To monitor and ensure CONTRACTOR compliance with the TMP.

21 Y. To work collaboratively with CITY, upon acceptance of TMP, to prepare an established  
22 and approved visual pavement study to evaluate the pre-detour conditions, and forecasted impacts to the  
23 CITY street pavement used for signed, long-term freeway detours, and alternate route detours based on  
24 the period of construction within the CITY limits. As the result of the study, and as agreed to by Parties,  
25 AUTHORITY will reimburse CITY the exact amount of the agreed-to mitigation costs for the reduction of  
26 pavement life for the detour routes, via an amendment to this Agreement. The dollar amount of pavement

1 mitigation (CITY SERVICES) shall be a one-time, lump sum maximum reimbursement amount, and no  
2 further payment will be made toward the mitigation costs described herein.

3 Z. To require CONTRACTOR to repair any and all damage to CITY street pavements that  
4 occurs for any reason during the period of construction, in accordance with CITY standards and  
5 requirements for removal and replacement of pavement and in accordance with the CONTRACT  
6 DOCUMENTS and this Agreement. Street repairs shall be completed and approved prior to CITY  
7 approval and acceptance of construction completion of CITY.

8 AA. To require CONTRACTOR to obtain a no fee encroachment permit from CITY prior to  
9 commencing construction of PROJECT. Provided all conditions of such permit have been fulfilled, the  
10 permits shall authorize CONTRACTOR to commence work within CITY right-of-way, or areas which affect  
11 CITY FACILITIES.

12 BB. To monitor and ensure CONTRACTOR compliance with CITY's permit.

13 CC. To implement a Public Awareness Campaign during PROJECT that advises CITY, local  
14 businesses, residents, elected officials, motorists, and media, of construction status, street detours, and  
15 ramp and freeway closures, if and where applicable.

16 DD. To provide PROJECT closeout activities, including walk-through, punch list, final payment  
17 accounting, and furnish approved "As-builts" to CITY for CITY FACILITIES.

18 EE. To develop, for CITY, a record of survey, final maps, and all necessary title transfers for  
19 CITY relative to PROJECT.

20 FF. To obtain CITY written approval and acceptance at construction completion of CITY  
21 FACILITIES.

22 GG. To reimburse CITY for combined costs identified as "CITY SERVICES", and in  
23 accordance with the attached SCHEDULE A, "REIMBURSEMENT SCHEDULE FOR COMBINED CITY  
24 SERVICES."

25 /

26 /

1 HH. To reimburse CITY for actual costs, within 30 days from receipt of each invoice that is  
2 prepared and submitted in compliance with the requirements of ARTICLE 5, REQUEST FOR  
3 REIMBURSEMENT, below.

4 II. AUTHORITY's reimbursement for CITY SERVICES will not exceed the combined  
5 maximum amount shown on SCHEDULE A.

6 JJ. To perform all work associated with the PROJECT at no cost to the CITY, unless  
7 specifically provided otherwise herein or in any amendment to this Agreement.

8 KK. To cause all contractors and vendors who perform work or provide supplies for CITY  
9 FACILITIES to name the CITY as an additional insured on policies which the AUTHORITY is an additional  
10 insured and, prior to the commencement of work, provide certificates of insurance to CITY showing the  
11 CITY as an additional insured.

12 **ARTICLE 4. RESPONSIBILITIES OF CITY**

13 CITY agrees to the following responsibilities for PROJECT:

14 A. To collaborate and cooperate with AUTHORITY during the development of the  
15 CONTRACT DOCUMENTS for the RFP, and during the design and construction of PROJECT.

16 B. To provide CITY SERVICES for PROJECT as agreed by CITY and AUTHORITY.

17 C. To review, and provide comment on, in a timely manner, and in accordance with the  
18 CONTRACT DOCUMENTS and this Agreement, all plans and other submittals related to PROJECT, and  
19 approve and/or concur with AUTHORITY or CONTRACTOR's submittals when CITY determines such  
20 submittals comply with CITY's standards and criteria to facilitate AUTHORITY's delivery of PROJECT.

21 D. To make available to AUTHORITY all necessary CITY regulations, policies, procedures,  
22 manuals, standard plans, and specifications required for the construction of PROJECT when requested  
23 by AUTHORITY.

24 E. To attend and participate in the PROJECT's regular technical and partnering meetings for  
25 AUTHORITY to brief CITY on the status of PROJECT, and to provide a forum to discuss and to resolve  
26 CITY's concerns and issues.



1 F. Upon award of a design-build contract by AUTHORITY, to make reasonable efforts and  
2 devote reasonable resources for the issuance of encroachment permits, and other necessary permits, if  
3 applicable, to CONTRACTOR at no fee, and upon CONTRACTOR's compliance with permit  
4 requirements, to not cause delay to PROJECT's construction schedule. Such permits shall authorize  
5 CONTRACTOR to commence work within CITY right-of-way, or areas which affect CITY FACILITIES.

6 G. To make necessary efforts to coordinate and cooperate with AUTHORITY, its agents, and  
7 contractors, to meet or exceed design-build schedule criteria as identified by AUTHORITY.

8 H. To waive any moratorium on the excavation or trenching work on CITY streets that were  
9 recently resurfaced where such excavation or trenching are necessary for PROJECT. CONTRACTOR  
10 will be required to adhere to CITY's requirements for the removal and replacement of pavement in  
11 accordance with the CONTRACT DOCUMENTS and this Agreement.

12 I. To cooperate with AUTHORITY and use its best efforts to cause the rearrangement or  
13 relocation of all municipal and public utility facilities, in accordance with applicable State or local franchises  
14 or laws, that may be determined by AUTHORITY and CITY to be within CITY's jurisdiction and pose a  
15 conflict with the PROJECT. CITY hereby agrees to exercise and invoke its rights under any applicable  
16 State or local franchises or laws, or any prior rights or superior rights the CITY may have to effectuate  
17 such rearrangement or relocation at the expense of the affected public utility as necessary to allow  
18 completion of PROJECT. CITY shall cooperate with AUTHORITY and provide all appropriate and  
19 necessary support to achieve this result. In the event the public utility fails to make the rearrangement  
20 or relocation or fails to agree to make the rearrangement or relocation in a timely manner, CITY shall  
21 assign to AUTHORITY its rights to rearrange or relocate said public utility under State law, or the  
22 pertinent agreement or recorded instrument that the CITY has with the public utility entity. CITY shall  
23 cooperate with AUTHORITY, provide assistance to the AUTHORITY as needed, and join with the  
24 AUTHORITY as a party in the prosecution or defense of the CITY's and the AUTHORITY's rights  
25 under the laws of the State of California to cause such rearrangements or relocations. Wherever  
26 possible, any rearrangement or relocation of a public utility shall be made to an area covered by a

1 State or local franchises or laws. All conditions of this clause shall be subject to utility agreements  
2 which are separate from and outside of this Agreement.

3 J. To agree to take ownership of property acquired by AUTHORITY for PROJECT, and  
4 which is necessary for CITY FACILITIES upon completion of the CITY FACILITIES, and title to such right-  
5 of-way having been acquired by AUTHORITY. Conveyance of such property to the CITY shall be  
6 completed through an executed Property Transfer Agreement with AUTHORITY. AUTHORITY shall  
7 convey such property in a condition acceptable to CITY and in accordance with CALTRANS Right of Way  
8 Manual.

9 K. To accept operation and maintenance of the CITY FACILITIES, or portion thereof, upon  
10 their acceptance by AUTHORITY, and based upon the AUTHORITY's written certification that the  
11 AUTHORITY has complied with all terms of the Agreement. The acceptance of the CITY FACILITIES  
12 and written certification shall not unreasonably be withheld. CITY acknowledges that CITY FACILITIES  
13 may be completed at different times and accepted in different stages of PROJECT.

14 L. In the event CITY requests additional CITY FACILITY improvements to be incorporated  
15 into PROJECT after release of the RFP, CITY shall be solely responsible for all costs and expenses  
16 related thereto, including: 1) the costs incurred to incorporate the improvements into the PROJECT's  
17 scope of work; 2) additional design, construction and oversight costs arising from or associated with  
18 the improvements, including change orders related thereto; 3) additional operations and maintenance  
19 costs arising from or associated with the improvements, including change orders related thereto; and  
20 4) costs associated with any impact on the design and construction schedule associated with the  
21 improvements, including any associated PROJECT delay costs and damages. This is not intended  
22 to eliminate mitigations for required PROJECT changes identified during construction.  
23 AUTHORITY, at its sole discretion, may agree to incorporate such CITY FACILITY improvements,  
24 via an amendment to this Agreement, identifying the CITY FACILITY improvements, estimated costs,  
25 and funding sources from CITY for these improvements.

26 /

1 M. To submit monthly invoices to AUTHORITY for work completed and actual costs incurred  
2 by CITY for CITY SERVICES, pursuant to ARTICLE 5. REQUEST FOR REIMBURSEMENT. CITY shall  
3 submit final invoice no later than ninety (90) days after final acceptance of PROJECT. Any costs in  
4 excess of the amounts specified herein shall not be incurred without a written amendment to this  
5 Agreement.

6 **ARTICLE 5. REQUEST FOR REIMBURSEMENT**

7 In order for CITY to be reimbursed for incurred costs relative to PROJECT, CITY agrees:

8 A. To prepare and submit to AUTHORITY a monthly invoice with supporting  
9 documentation. CITY's invoice shall include allowable PROJECT costs incurred and paid for by CITY.  
10 The invoice submitted by CITY shall be signed by an authorized agent who can duly certify the  
11 accuracy of the included information.

12 B. The invoice shall be submitted on CITY's letterhead.

13 C. The invoice shall be submitted by CITY, and in duplicate, to AUTHORITY's Accounts  
14 Payable Office. Each invoice shall include the following information:

- 15 1. Agreement Number C- 5-3612
- 16 2. The total of PROJECT expenditures shall specify the percent and amount of funds  
17 to be reimbursed, and include support documentation for all expenses invoiced excluding the one-  
18 time, lump sum amount for reimbursement of pavement mitigation.
- 19 3. Adequate detail describing all work completed excluding pavement mitigation.
- 20 4. Such other information as requested by AUTHORITY.

21 D. To consult with AUTHORITY's Project Manager for questions regarding non-reimbursable  
22 expenses.

23 E. That total payments shall not exceed the maximum obligation specified in ARTICLE 7.  
24 MAXIMUM OBLIGATION.

25 /

26 /

**ARTICLE 6. DELEGATED AUTHORITY**

The actions required to be taken by CITY in the implementation of this Agreement are delegated to its CITY Public Works Director, or designee, and the actions required to be taken by AUTHORITY in the implementation of this Agreement are delegated to AUTHORITY's Chief Executive Officer or designee.

**ARTICLE 7. MAXIMUM OBLIGATION**

Notwithstanding any provisions of this Agreement to the contrary, AUTHORITY and CITY mutually agree that AUTHORITY's maximum cumulative payment obligation hereunder shall be Three Hundred Forty Four Thousand, Nine Hundred Dollars (\$344,900.00) excluding street pavement obligation for pavement mitigation, unless agreed to and amended by both Parties. AUTHORITY's maximum cumulative obligation for pavement mitigation shall be addressed in a future amendment to this Agreement.

**ARTICLE 8. AUDIT AND INSPECTION**

AUTHORITY and CITY shall maintain a complete set of records in accordance with generally accepted accounting principles. Upon reasonable notice, CITY shall permit the authorized representatives of the AUTHORITY to inspect and audit all work, materials, payroll, books, accounts, and other data and records of CITY, relating to this Agreement, for a period of four (4) years after final payment, or until any on-going audit is completed. For purposes of audit, the date of completion of this Agreement shall be the date of AUTHORITY's payment of CITY's final billing (so noted on the invoice) under this Agreement. AUTHORITY shall have the right to reproduce any such books, records, and accounts. The above provision with respect to audits shall extend to and/or be included in contracts with CITY's contractor or consultant, excluding contracts with legal counsel.

**ARTICLE 9. INDEMNIFICATION**

A. To the fullest extent permitted by law, CITY shall defend (at CITY's sole cost and expense with legal counsel reasonably acceptable to AUTHORITY), indemnify, protect, and hold harmless AUTHORITY, its officers, directors, employees, and agents (collectively the "Indemnified Parties"), from

1 and against any and all liabilities, actions, suits, claims, demands, losses, costs, judgments, arbitration  
2 awards, settlements, damages, demands, orders, penalties, and expenses including legal costs and  
3 attorney fees (collectively "Claims"), including but not limited to Claims arising from injuries to or death of  
4 persons (CITY's employees included), Claims for damage to property, including property owned by  
5 AUTHORITY, or from any alleged violation of any federal, state, or local law or ordinance, alleged to be  
6 caused by the negligent acts, omissions or willful misconduct of CITY, its officers, directors, employees  
7 or agents in connection with or arising out of the performance of this  
8 Agreement.

9 B. To the fullest extent permitted by law, AUTHORITY shall defend (at AUTHORITY's sole  
10 cost and expense with legal counsel reasonably acceptable to CITY), indemnify, protect, and hold  
11 harmless CITY, its officers, directors, employees, and agents (collectively the "Indemnified Parties"), from  
12 and against any and all liabilities, actions, suits, claims, demands, losses, costs, judgments, arbitration  
13 awards, settlements, damages, demands, orders, penalties, and expenses including legal costs and  
14 attorney fees (collectively "Claims"), including but not limited to Claims arising from injuries to or death of  
15 persons (AUTHORITY's employees included) and Claims for damage to property, including property  
16 owned by CITY, alleged to be caused by the negligent acts, omissions or willful misconduct of  
17 AUTHORITY, CONTRACTOR, their officers, directors, employees or agents arising out of the  
18 performance of this Agreement and/ or arising out of the condition of the CITY FACILITIES on which the  
19 PROJECT is being constructed, or from any alleged violation of any federal, state, or local law or  
20 ordinance, or from any breach of this Agreement, by AUTHORITY, CONTRACTOR, their officers,  
21 directors, employees or agents.

22 C. The indemnification and defense obligations of this Agreement shall survive its expiration  
23 or termination.

#### 24 **ARTICLE 10. ADDITIONAL PROVISIONS**

25 A. Term of Agreement: The term of this Agreement shall be in full force and effect through  
26 April 30, 2023.

1           B.     Termination: In the event either Party defaults in the performance of its obligations under  
2 this Agreement or breaches any of the provisions of this Agreement, the non-defaulting Party shall provide  
3 written notice to the defaulting Party to cure such default within 30 days of such default. If the default  
4 cannot be cured within such time, as determined by the non-defaulting Party, then the defaulting Party  
5 shall have such additional time as provided in the written notice or such time as the Parties may otherwise  
6 agree in writing. In any event, the non-defaulting Party shall promptly take such actions as are reasonably  
7 necessary to cure the default. If the default or breach is material and not cured within the time provided  
8 herein, either Party has the option, in addition to any other remedies available at law, to terminate this  
9 Agreement upon thirty (30) days' prior written notice to the other Party.

10           C.     Compliance with All Laws: AUTHORITY and CITY shall comply with all applicable federal,  
11 state, and local laws, statutes, ordinances and regulations of any governmental authority having  
12 jurisdiction over the PROJECT.

13           D.     Legal Authority: AUTHORITY and CITY hereto warrant that the persons executing this  
14 Agreement are authorized to execute this Agreement on behalf of the Parties and that by so executing  
15 this Agreement, the Parties hereto are formally bound to the provisions of this Agreement.

16           E.     Severability: If any term, provision, covenant or condition of this Agreement is held to be  
17 invalid, void or otherwise unenforceable, to any extent, by any court of competent jurisdiction, the  
18 remainder of this Agreement shall not be affected thereby, and each term, provision, covenant or  
19 condition of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

20           F.     Counterparts of Agreement: This Agreement may be executed and delivered in any  
21 number of counterparts, each of which, when executed and delivered shall be deemed an original and all  
22 of which together shall constitute the same agreement. Facsimile signatures will be permitted.

23           G.     Force Majeure: Either Party shall be excused from performing its obligations under this  
24 Agreement during the time and to the extent that it is prevented from performing by an unforeseeable  
25 cause beyond its control, including but not limited to; any incidence of fire, flood; acts of God;  
26 commandeering of material, products, plants or facilities by the federal, state or local government; national

fuel shortage; or a material act or omission by the other Party; when satisfactory evidence of such cause is presented to the other Party, and provided further that such nonperformance is unforeseeable, beyond the control and is not due to the fault or negligence of the Party not performing.

H. Assignment: Neither this Agreement, nor any of the Parties' rights, obligations, duties, or authority hereunder may be assigned in whole or in part by either Party without the prior written consent of the other Party. Absent any consent, any such attempt of assignment shall be deemed void and of no force and effect. Consent to one assignment shall not be deemed consent to any subsequent assignment, nor the waiver of any right to consent to such subsequent assignment.

I. Governing Law: The laws of the State of California and applicable local and federal laws, regulations and guidelines shall govern this Agreement.

J. Litigation fees: In the event that either Party to this Agreement shall commence any legal or equitable action to enforce or interpret this Agreement, the prevailing party shall be entitled to recover its costs of suit, including reasonable costs and attorney's fees as determined by the court.

K. Notices: Any notices, requests, or demands made between the Parties pursuant to this Agreement are to be directed as follows:

To CITY	To AUTHORITY
City of Costa Mesa	Orange County Transportation Authority
Public Works Department	550 South Main Street
77 Fair Drive	P.O. Box 14184
Costa Mesa, CA 92628	Orange, CA 92863-1584
Attention: Ernesto Munoz	Attention: Ms. Reem Hashem
Public Works Director	Principal Contract Administrator
Tel: (714) 754-5343	Tel: (714) 560-5446
Email: Ernesto.Munoz@costamesaca.gov	Email: rhashem@octa.net

/

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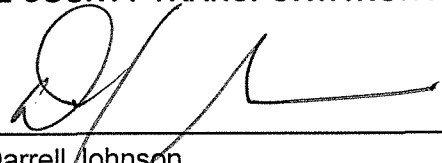
This Agreement shall be made effective upon execution by both Parties.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement No. C-5-3612 to be executed on the date first above written.

**CITY OF COSTA MESA**

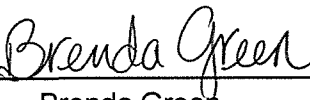
**ORANGE COUNTY TRANSPORTATION AUTHORITY**

By:   
Thomas Hatch  
Chief Executive Officer

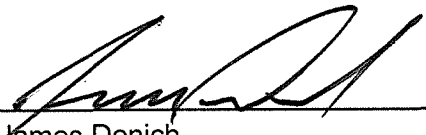
By:   
Darrell Johnson  
Chief Executive Officer

**ATTEST:**

**APPROVED AS TO FORM:**

By:   
Brenda Green  
City Clerk

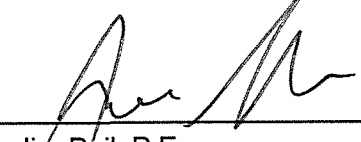


By:   
James Donich  
General Counsel

**APPROVAL RECOMMENDED**

**APPROVAL RECOMMENDED:**

By:   
Ernesto Munoz  
Public Works Director

By:   
Jim Beil, P.E.  
Executive Director, Capital Programs

**APPROVED AS TO FORM:**

By:   
Thomas Duarte  
City Attorney

Dated: 5/6/16

Dated: 04/21/16

**Attachment:**

Schedule A – Maximum Reimbursement for Combined City Services



**SCHEDULE A**

**REIMBURSEMENT SCHEDULE FOR COMBINED CITY SERVICES  
CITY OF COSTA MESA**

<i>Item No.</i>	<i>Reimbursement Description</i>	<i>Maximum Reimbursement Amount(1)</i>
1	Review and approval of plans, specifications, plans, and other pertinent engineering plans and reports, Traffic Management Plan (TMP) review and concurrence, and construction oversight inspection services related to CITY FACILITIES.	\$202,500
2	Traffic engineering and detour inspection	\$78,700
3	Police services (including overtime costs)	\$63,700
4	Pavement Mitigation	TBD (2)
	<b>TOTAL MAXIMUM REIMBURSEMENT</b>	<b>\$344,900</b>

(1) Schedule A shows estimated reimbursement amounts for each CITY SERVICES item of work. During the term of this Agreement. The CITY may redistribute funds among items of work as needed; however, the total combined amount for CITY SERVICES shall not exceed the Total Maximum Reimbursement amount shown herein.

(2) This amount will be determined after CONTRACTOR is hired by AUTHORITY, and shall be reimbursed as a one-time, lump sum amount upon execution of an amendment to this Agreement.

Cooperative Agreement

Req. By: REEM HASHEM  
Run on: 04/05/16 at: 16:31:13

OCTA PROD

\*\*\*\*\* PURCHASE REQUISITION REPRINT \*\*\*\*\*

Page: 2  
Report: MSR23CA  
Version: 5.2.37.AA9

Reg. No	Requested By: 0000000348	Priority:	Date Entered	Date Required	Material Group	Related W/H Req.	-----Authorised By	-----Date	-----Value
019301	DAVE BUI		12/02/15	12/31/15			0000004559	03/11/16	344900.00

Delivery Instruction:  
Suggested Supplier:

Purchasing Question	Purchasing Answer
Budget Year	FY 16/17
Encumbered	No
Grant Funded	No
Amendment Verified in IFAS	Not Applicable (not an Amendme

Purchasing Instructions:  
Cooperative Agreement with the City of Costa Mesa,  
in the amount of \$344,900, to reimburse City for  
plan and report reviews, traffic engineering  
services, and police services for I-405  
Improvement Project.  
Budget is proposed in FY17. PM: Dennis Mak X5826.  
Expenditures will be as follow:  
FY17 = \$14,900  
FY18 = \$45,000  
FY19 = \$80,000  
FY20 = \$80,000  
FY21 = \$80,000  
FY22 = \$45,000  
Total = \$344,900

-----Default Costing Details-----  
Equipment Reference      Project/Work Order      Account Code

Item	Quantity	UOM	Est. Price	Description/Mnemonic and Part Number	Proforma/ Order No.	Supplier	Lead Time	Frnt	Dlv	Act. Price
1	1.00	EA	344900.00	Cooperative Agreement with the City of Costa Mesa, in the amount of \$344,900, to reimburse City for plan and report reviews, traffic engineering services, and police services for I-405 Improvement Project.						0.00

Status: Not Ordered

Item Costing Details:  
Equipment Reference      Project/Work Order      Account Code      %



# City of Costa Mesa

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 22-862

**Meeting Date:** 9/20/2022

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**TITLE:**

**REJECT ALL BIDS - WEST 19TH STREET BICYCLE IMPROVEMENTS AND STRIPING PROJECT, CITY PROJECT NO. 22-06**

**DEPARTMENT:** PUBLIC WORKS DEPARTMENT/ENGINEERING DIVISION

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

**CONTACT INFORMATION:** SEUNG YANG, P.E., CITY ENGINEER, (714) 754-5633

**RECOMMENDATION:**

Staff recommends the City Council reject all bids for the West 19th Street Bicycle Improvements and Striping Project, City Project No. 22-06, and direct staff to modify the scope of the project and re-advertise.

**BACKGROUND:**

West 19th Street is a major thoroughfare in the Westside neighborhood and is classified as a primary arterial in the Orange County Transportation Authority's (OCTA's) 2022 Master Plan of Arterial Highways (MPAH).

West 19th Street bicycle facility improvements is an approved Capital Improvement Program (CIP) project. It provides enhanced bicycle facility which encourages bicycling for both commuting and recreational purposes per the City's approved Active Transportation Plan (ATP).

The bicycle facility improvements project along West 19th Street between Sundance Drive and Park Avenue were designed to include slurry seal improvements, new concrete parkway bulb-outs at the intersections of Placentia Avenue and at Wallace Avenue, new pavement striping, and markings consisting of Class II bicycle facilities with green thermoplastic conflict zones, and new crosswalks.

Public Works staff proceeded in developing the working plans, specifications, details, and estimate for this project and advertised on July 20, 2022. The public bid opening was held on August 23, 2022, when all submitted bids were announced and published.

**ANALYSIS:**

On August 23, 2022, staff received four (4) bids for this project. The bid analysis is shown as Attachment 1.

Staff has reviewed all bids and has determined that they significantly exceed the current allotted budget for this project. The Engineer's estimate was \$470,000. Therefore, staff requests that the City

Council reject all bids and direct staff to modify the scope of the project and to re-advertise the project.

Staff believes that revising the scope and re-advertising may attract more contractors to bid, resulting in bid proposals at competitive prices.

**ALTERNATIVES:**

The alternative would be to reject staff's recommendation and award to the low bidder, Falkon Construction. Staff has determined that this alternative is not recommended since the current budget does not support the amount required for the lowest bidder.

**FISCAL REVIEW:**

There is no fiscal impact at this time if all bids are rejected and the project is re-advertised as recommended.

**LEGAL REVIEW:**

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

**CITY COUNCIL GOALS AND PRIORITIES:**

This item is administrative in nature.

**CONCLUSION:**

Staff recommends the City Council reject all bids for the West 19th Street Bicycle Improvements and Striping Project, City Project No. 22-06, and direct staff to modify the scope of the project and re-advertise.



# City of Costa Mesa

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**TITLE:**

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**CONCLUSION:**

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**ATTACHMENT 1 - BID ANALYSIS**  
**WEST 19TH STREET BICYCLE IMPROVEMENTS AND STRIPING PROJECT, NO. 22-06**

Item Code	Description	Units	Quantity	Falkon Constr. Unit Price	Falkon Constr. Line Total	Onyx Paving Unit Price	Onyx Paving Line Total	All Amer Asph Unit Price	All Amer Asph Line Total	Premo Constr. Unit Price	Premo Constr. Line Total
1	Mobilization and Project Scheduling	L.S.	1	\$12,335.84	\$12,335.84	\$72,617.50	\$72,617.50	\$115,000.00	\$115,000.00	\$15,000.00	\$15,000.00
2	Additional Work Items [includes any asphalt concrete (A.C.) digouts and pavement repair]	F.A.	1	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00
3	Temporary Traffic Control	L.S.	1	\$14,558.82	\$14,558.82	\$172,000.00	\$172,000.00	\$75,000.00	\$75,000.00	\$4,000,024,165.00	\$4,000,024,165.00
4	Construct One (1) Intersection "Bulb-Out" at the Northwest Corner of West 19th St. and Placentia Ave., including All Demolition & Haul Away, Construction of Concrete Sidewalk (4-inch Concrete over 4-inch C.M.B.), A.D.A. Curb Ramps per Plan, Curb & Gutter per Plan, Asphalt Concrete (A.C.) Slot Pave, and All Other Ancillary Work Needed for Completion per Engineer's Direction.	EA	1	\$52,227.15	\$52,227.15	\$45,000.00	\$45,000.00	\$80,000.00	\$80,000.00	\$24,165.00	\$24,165.00
5	Construct Two (2) Intersection "Bulb-Outs" at the Northerly Intersection of West 19th St. and Wallace Ave., including All Demolition & Haul Away, Construction of Concrete Sidewalk (4-inch Concrete over 4-inch C.M.B.), A.D.A. Curb Ramps per Plan, Curb & Gutter per Plan, Asphalt Concrete (A.C.) Slot Pave, and All Other Ancillary Work Needed for Completion per Engineer's Direction.	EA	2	\$40,792.86	\$81,585.72	\$45,000.00	\$90,000.00	\$70,000.00	\$140,000.00	\$47,512.00	\$95,024.00
6	Construct Two (2) New A.D.A. Curb Ramps at the northerly intersection of West 19th St. and Sundance Dr. per Caltrans Standard Plan No. A88A with Yellow Truncated Domes / Detectable Warning Surface. Curb Ramps Shall be Built as 4-inch Concrete over 4-inch C.M.B. or per Engineer's Direction and this Item Shall include the Restoration of Concrete Sidewalk and Curb & Gutter, including C.M.B. This Item shall also include 18-inch Wide A.C. Slot Pave.	EA	2	\$22,708.85	\$45,417.70	\$27,000.00	\$54,000.00	\$25,000.00	\$50,000.00	\$14,340.00	\$28,680.00
7	Wet Sandblasting Existing Striping / Markings	L.S.	1	\$20,588.24	\$20,588.24	\$13,000.00	\$13,000.00	\$13,500.00	\$13,500.00	\$15,600.00	\$15,600.00
8	Slurry Seal Type II with 2.5% Latex	E.L.T.	220	\$620.94	\$136,606.80	\$600.00	\$132,000.00	\$600.00	\$132,000.00	\$116,160.00	\$25,555,200.00
9	Crack Seal	L.S.	1	\$19,529.41	\$19,529.41	\$27,000.00	\$27,000.00	\$17,000.00	\$17,000.00	\$12,000.00	\$12,000.00
10	Remove Signs	EA	5	\$41.18	\$205.90	\$35.00	\$175.00	\$45.00	\$225.00	\$200.00	\$1,000.00
11	Remove Sign Posts	EA	5	\$58.82	\$294.10	\$75.00	\$375.00	\$45.00	\$225.00	\$200.00	\$1,000.00
12	Paint 6-inch White Line	L.F.	400	\$0.59	\$236.00	\$0.35	\$140.00	\$0.60	\$240.00	\$200.00	\$80,000.00
13	Paint Street Marking / Striping per Detail 2 in Caltrans Standard Plans A20A through A20F.	L.F.	1850	\$0.59	\$1,091.50	\$0.35	\$647.50	\$0.45	\$832.50	\$925.00	\$1,711,250.00
14	Paint Street Marking / Striping per Detail 9 in Caltrans Standard Plans A20A through A20F.	L.F.	1000	\$0.59	\$590.00	\$0.35	\$350.00	\$0.45	\$450.00	\$500.00	\$500,000.00
15	Paint Street Marking / Striping per Detail 22 in Caltrans Standard Plans A20A through A20F.	L.F.	1300	\$1.00	\$1,300.00	\$1.00	\$1,300.00	\$0.75	\$975.00	\$845.00	\$1,098,500.00
16	Paint Street Marking / Striping per Detail 29 in Caltrans Standard Plans A20A through A20F.	L.F.	350	\$2.06	\$721.00	\$2.00	\$700.00	\$0.75	\$262.50	\$227.00	\$79,450.00
17	Paint Street Marking / Striping per Detail 32 in Caltrans Standard Plans A20A through A20F.	L.F.	600	\$2.06	\$1,236.00	\$1.50	\$900.00	\$0.75	\$450.00	\$390.00	\$234,000.00
18	Paint Street Marking / Striping per Detail 38 in Caltrans Standard Plans A20A through A20F.	L.F.	850	\$0.88	\$748.00	\$2.00	\$1,700.00	\$1.15	\$977.50	\$850.00	\$722,500.00
19	Paint Street Marking / Striping per Detail 38B in Caltrans Standard Plans A20A through A20F.	L.F.	300	\$0.47	\$141.00	\$3.00	\$900.00	\$1.15	\$345.00	\$300.00	\$90,000.00
20	Paint Street Marking / Striping per Detail 39 in Caltrans Standard Plans A20A through A20F.	L.F.	10500	\$0.59	\$6,195.00	\$0.35	\$3,675.00	\$0.60	\$6,300.00	\$5,520.00	\$57,960,000.00
21	Paint Street Marking / Striping per Detail 40 in Caltrans Standard Plans A20A through A20F.	L.F.	100	\$1.76	\$176.00	\$1.00	\$100.00	\$0.45	\$45.00	\$38.00	\$3,800.00
22	Paint Ladder Crosswalk (Color per Plan or per Engineer)	S.F.	800	\$3.24	\$2,592.00	\$1.85	\$1,480.00	\$1.35	\$1,080.00	\$920.00	\$736,000.00
23	Install 6-inch White Thermoplastic Crosshatch Line	L.F.	300	\$0.88	\$264.00	\$1.25	\$375.00	\$1.00	\$300.00	\$300.00	\$90,000.00
24	Install Thermoplastic Detail 39A in Caltrans Standard Plans A20A through A20F	L.F.	1625	\$0.88	\$1,430.00	\$1.00	\$1,625.00	\$1.00	\$1,625.00	\$1,625.00	\$2,640,625.00
25	Install Preformed Green Thermoplastic	S.F.	3300	\$13.53	\$44,649.00	\$7.00	\$23,100.00	\$12.00	\$39,600.00	\$43,785.00	\$144,490,500.00
26	Install Preformed Green Thermoplastic Bike Symbol with Bicyclist & Arrow	EA	20	\$794.12	\$15,882.40	\$850.00	\$17,000.00	\$1,450.00	\$29,000.00	\$24,900.00	\$498,000.00
27	Install Preformed Green Thermoplastic Sharrow	EA	17	\$676.47	\$11,499.99	\$600.00	\$10,200.00	\$1,000.00	\$17,000.00	\$14,620.00	\$248,540.00
28	Install 1-foot Wide Thermoplastic White Line	L.F.	310	\$4.41	\$1,367.10	\$2.00	\$620.00	\$3.25	\$1,007.50	\$899.00	\$278,690.00
29	Install Thermoplastic Ladder Crosswalk	S.F.	2100	\$6.76	\$14,196.00	\$3.50	\$7,350.00	\$3.25	\$6,825.00	\$6,090.00	\$12,789,000.00
30	Install Thermoplastic Continental Crosswalk	S.F.	880	\$6.76	\$5,948.80	\$3.50	\$3,080.00	\$3.25	\$2,860.00	\$2,552.00	\$2,245,760.00
31	Install Thermoplastic Bike Lane Symbol with Bicyclist	EA	13	\$58.82	\$764.66	\$125.00	\$1,625.00	\$93.00	\$1,209.00	\$1,040.00	\$13,520.00
32	Install Thermoplastic Bike Lane Arrow	EA	9	\$58.82	\$529.38	\$75.00	\$675.00	\$35.00	\$315.00	\$270.00	\$2,430.00
33	Install Thermoplastic Type IV Pavement Marking Arrow	EA	23	\$88.24	\$2,029.52	\$70.00	\$1,610.00	\$87.00	\$2,001.00	\$1,725.00	\$39,675.00
34	Install Thermoplastic Type VI Pavement Marking Arrow	EA	3	\$100.00	\$300.00	\$250.00	\$750.00	\$140.00	\$420.00	\$360.00	\$1,080.00
35	Install Thermoplastic "STOP" Pavement Marking	EA	11	\$323.53	\$3,558.83	\$120.00	\$1,320.00	\$193.00	\$2,123.00	\$1,815.00	\$19,965.00
36	Install Sign Panel	EA	28	\$147.06	\$4,117.68	\$125.00	\$3,500.00	\$152.00	\$4,256.00	\$3,640.00	\$101,920.00
37	Install Sign Post	EA	20	\$235.29	\$4,705.80	\$150.00	\$3,000.00	\$215.00	\$4,300.00	\$3,700.00	\$74,000.00
38	Install White Flexible Delineators	EA	11	\$58.85	\$647.35	\$10.00	\$110.00	\$62.00	\$682.00	\$583.00	\$6,413.00
39	Install 4-inch High-Density Polyethylene (H.D.P.E.) Conduits and Pull Boxes	L.S.	1	\$72,912.94	\$72,912.94	\$72,000.00	\$72,000.00	\$40,000.00	\$40,000.00	\$22,000.00	\$22,000.00
40	Adjust and Reset Existing Survey Monuments and Ties per California Licensed Land Surveyor	L.S.	1	\$18,870.59	\$18,870.59	\$22,000.00	\$22,000.00	\$19,000.00	\$19,000.00	\$8,500.00	\$8,500.00
	<b>GRAND TOTAL:</b>				<b>\$702,050.22</b>		<b>\$888,000.00</b>		<b>\$907,431.00</b>		<b>\$4,252,657,952.00</b>



# City of Costa Mesa

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 22-867

**Meeting Date:** 9/20/2022

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**TITLE:**

**RETAINER AGREEMENTS BETWEEN THE CITY OF COSTA MESA AND BUCHALTER, A PROFESSIONAL CORPORATION FOR LEGAL SERVICES**

**DEPARTMENT:** CITY ATTORNEY

**PRESENTED BY:** KIMBERLY HALL BARLOW, CITY ATTORNEY

**CONTACT INFORMATION:** KIMBERLY HALL BARLOW, CITY ATTORNEY, (714) 446-1400

**RECOMMENDATION:**

It is recommended that the City Council:

1. Approve the Agreements between the City of Costa Mesa and the law firm of Buchalter, a Professional Corporation in connection with the pending lawsuits entitled *The Ohio House LLC v. City of Costa Mesa*, United States District Court for the Central District of California, Case No. 8:19-cv-01710-JVS (GJSx) and *Insight Psychology and Addiction, Inc. v. City of Costa Mesa*, United States District Court for the Central District of California, Case No. 8:20-cv-00504-MEMF-JDE.
2. Authorize the City Manager and City Clerk to execute the Retainer Agreement and future authorized amendments to the Agreements and the City Attorney to take necessary steps to associate Buchalter as co-counsel in the legal matter.
3. Authorize the City Manager to appropriate additional funding amounts, as necessary, to pay legal costs above the amount budgeted for litigation costs in Non-Departmental in the Adopted FY 2022-23 Budget from unassigned fund balance in the General Fund for attorneys' services, if needed, to represent the City in these cases through completion.

**BACKGROUND:**

The City has been sued multiple times relating to sober living home ordinances for the R1 and multi-family zones. M.C. Sungaila of the Buchalter firm has handled appeals in all of the cases which have been appealed to date. The case *The Ohio House v. City of Costa Mesa* was tried to a jury in April 2022, with the jury finding in favor of the City. The court entered judgment for the City on September 6, 2022, and an appeal is anticipated. Another case, *Insight Psychology and Addiction v. City of Costa Mesa*, is pending in the trial court and is being handled by Everett and Dorey. The case is likely to go to trial and the City's position in litigation will benefit from involving appellate



counsel prior to trial.

### **ANALYSIS:**

The many legal challenges to the City's group home ordinances have been vigorously litigated with multiple cases being appealed. Ms. Sungaila successfully defended the appeal in *Yellowstone Women's First Step House, Inc., et al. v. City of Costa Mesa*, and has represented the City in connection with all other cases appealed to the Ninth Circuit Court of Appeals. Ms. Sungaila provided consulting services to assist Everett and Dorey in the trial of *The Ohio House* case, which we anticipate will be appealed. Her involvement in the trial preparation and conduct gives her an in depth knowledge of the case and positions her well to handle the appeal. Thus, staff is recommending that the City Council approve retention of Ms. Sungaila and the Buchalter firm to handle any appeal in *The Ohio House* case.

As the *Insight Psychology* and *Addiction* case moves toward trial, we believe it would be beneficial to have Ms. Sungaila work closely with the Everett and Dorey team to put the case in the best position to win and to be prepared for any appeal. Thus, staff is recommending that the City Council approve retention of Ms. Sungaila and the Buchalter firm to work with defense counsel through trial in the *Insight Psychology* matter.

The fee for Ms. Sungaila is \$775 per hour, and for Alexander Carroll is \$315 per hour. The City receives a 10% fee reduction if billings are paid within 35 days of invoicing.

### **ALTERNATIVES:**

The City Council could modify the Agreements or choose not to approve the Agreements, or either of them. Alternatively, the City Council could direct staff to solicit proposals from other law firms to join the appeal/defense team.

### **FISCAL REVIEW:**

The proposed retainer agreements reflect competitive hourly rates for legal counsel with the experience and expertise to effectively handle the appeal in *The Ohio House* case and trial consulting in *Insight Psychology*. A litigation budget will be prepared to provide the City with a better assessment of the fiscal impact of continuing to litigate these matters. The City Attorney and City staff will provide an update reflecting the proposed budget to the City Council and subsequently track actual billings and expenditures. In addition, the FY 2022-23 Budget includes funds adequate to cover the estimated litigation budgets.

### **LEGAL REVIEW:**

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

### **CITY COUNCIL GOALS AND PRIORITIES:**

This item supports the following City Council Goals:

- Strengthen the Public's Safety and Improve the Quality of Life

**CONCLUSION:**

It is recommended that the City Council:

1. Approve the Agreements between the City of Costa Mesa and the law firm of Buchalter, a Professional Corporation in connection with the pending lawsuits entitled The Ohio House LLC v. City of Costa Mesa, United States District Court for the Central District of California, Case No. 8:19-cv-01710-JVS (GJSx) and Insight Psychology and Addiction, Inc. v. City of Costa Mesa, United States District Court for the Central District of California, Case No. 8:20-cv-00504-MEMF-JDE.
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# City of Costa Mesa

## Agenda Report

77 Fair Drive  
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### **FISCAL REVIEW:**

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### **LEGAL REVIEW:**

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### **CITY COUNCIL GOALS AND PRIORITIES:**

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**CONCLUSION:**

It is recommended that the City Council:

1. Approve the Agreements between the City of Costa Mesa and the law firm of Buchalter, a Professional Corporation in connection with the pending lawsuits entitled The Ohio House LLC v. City of Costa Mesa, United States District Court for the Central District of California, Case No. 8:19-cv-01710-JVS (GJSx) and Insight Psychology and Addiction, Inc. v. City of Costa Mesa, United States District Court for the Central District of California, Case No. 8:20-cv-00504-MEMF-JDE.
2. Authorize the City Manager and City Clerk to execute the Retainer Agreements and future authorized amendments to the Agreements and the City Attorney to take necessary steps to associate Buchalter as co-counsel in the legal matter.
3. Authorize the City Manager to appropriate additional funding amounts, as necessary, to pay legal costs above the amount budgeted for litigation costs in Non-Departmental in the Adopted FY 2022 -23 Budget from unassigned fund balance in the General Fund for attorneys' services, if needed, to represent the City in these cases through completion.



# City of Costa Mesa

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 22-750

**Meeting Date:** 9/20/2022

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**TITLE:**

**COSTA MESA TENNIS CENTER: SCOPE OF SERVICES**

**DEPARTMENT:** PARKS & COMMUNITY SERVICES

**PRESENTED BY:** JASON MINTER, PARKS & COMMUNITY SERVICES DIRECTOR

**CONTACT INFORMATION:** JASON MINTER, PARKS & COMMUNITY SERVICES  
DIRECTOR, (714) 754 - 5009

**RECOMMENDATION:**

Staff recommends that City Council:

1. Provide Direction on the proposed Scope of Services and release of a Request for Proposals (RFP) for the Operation of the Costa Mesa Tennis Center (Attachment 1).
2. Approve an extension to the agreement with Top Seed Tennis Academy for the interim operation of the Costa Mesa Tennis Center with a term of November 1 through December 31, 2022 (Attachment 2).

**BACKGROUND:**

The Costa Mesa Tennis Center (CMTC) is a city-owned public facility located at TeWinkle Park, 880 Junipero Drive. The two-acre tennis center includes twelve (12) lighted courts, a pro shop, a courtyard, 55 space parking lot, and landscaped walkways. The Tennis Center is open to the public from 8:00 a.m. to 9:00 p.m., Monday through Friday, 8:00 a.m. to 5:00 p.m. on Saturdays, and 8:00 a.m. to 3:00 p.m. Sundays. This city-owned facility is operated by a private entity through an operating agreement.

For the past 25 years the tennis center was operated by Hank Lloyd (Hank Lloyd Tennis), who retired on February 28, 2022, after 24 years of service to the Costa Mesa tennis community. On March 1, 2022, City Council voted to approve an interim Tennis Center operator while staff conducted outreach specific to the scope of services for developing an RFP for the operation of the center.

**ANALYSIS:**

The Costa Mesa Tennis Center is a vital amenity for the Costa Mesa Community. The 12 courts at the CMTC are the only city owned tennis courts in Costa Mesa. For that reason, the CMTC is the primary location for all public court time, as well as lessons, tournaments, and programs. Therefore, it is critical that the CMTC meet the needs of the tennis community by providing quality facilities, a

variety of program opportunities, and experienced staff.

### Community Outreach

In an effort to ensure that the CMTC is successful in meeting the needs of the community, staff conducted community outreach requesting feedback on facility improvements and program enhancements. This outreach included the following:

- Community meetings
  - Saturday, March 12, 2022
  - Wednesday, March 16, 2022
- Online surveys - 205 received (Attachment 3)
- Community discussion
  - Parks Arts and Community Services Commission - March 24, 2022

In addition to community input, staff complete an analysis of neighboring cities that operate Tennis Centers similar to the Costa Mesa Tennis Center, including Fountain Valley, Fullerton, Huntington Beach, and Newport Beach, as well as other southern California Cities including Burbank, Fremont, Los Angeles, and Fremont.

The proposed scope of services includes the feedback received from the community meetings, the online survey results, the discussion held at the Parks, Arts and Community Services Commission meetings, and the research and outreach performed by staff.

### Scope of Services

The City is seeking a public/private partnership for the operation of the Costa Mesa Tennis Center. The City is seeking an Operator that will be responsible for the coordination and management of the public use of the tennis courts. It will be the responsibility of the Operator to provide a variety of classes, programs, tournaments, community events, and competitions for patrons, including year-round competitive and social programs that are available to the public. Competitive programs should be recognized by the respective professional associations (USTA and USAPA). The Operator will also be expected to work with the local school district and leagues for league play and tournaments. With these elements in mind, and at the direction of the City Council, staff prepared a draft scope of services and background (Attachment 1).

The following components are included in the attached Scope of Services:

- The City is seeking an operator with an innovative team that will market, advertise and expand services at the Tennis Center, enhancing its prominence as a premiere tennis destination in Orange County.
- Establishment of operating hours that maximize the public's ability to have access to the facility and programs.

- Develop and provide a website with an online reservation system for easy public access and transparency for court utilization.
- Provide Scholarship and Fee assistance programs for low-income families.
- Outreach to local non-profit organizations to provide equitable opportunities for all youth for both instruction and play.
- Priority access for Costa Mesa residents and organizations.
- Potential establishment of pickleball programming, including temporary and/or permanent court systems that can be reserved by the community for either play, lessons, and/or tournaments.
- Transparent financial accountability and reporting, including an annual report, and a certified financial audit.
- Proposed 20% of all gross monthly revenue generated by the facility, with 15% (or \$3,500 per month, whichever is greater) going to the General Fund and 5% deposited into a capital fund specific for maintenance of the Costa Mesa Tennis Center.

The initial proposed term is for five (5) years, with an option for an additional five (5) year extension. This term is subject to negotiation with the proposers based on the strength of the proposal and the level of capital investment in the Center.

The current interim agreement for operation of the Costa Mesa Tennis Center is with the Top Seed Tennis Academy through an Assignment and Assumption Agreement with the previous operator under the same terms and conditions of previous operator's agreement. The current terms include 10% of gross revenue from court use and 5% of gross revenue from the pro-shop (or \$1,000, whichever is greater). With pro-shop sales having declined over time, staff is recommending combining all revenue. Any new agreements would include additional accountability for staff to monitor the operator's performance to allow for better analysis of operations and profitability, while investing a portion of the revenue from the facility into a capital fund specific to the Tennis Center.

### Request for Proposals

The Request for Proposals (RFP process will include a mandatory pre-proposal meeting to be held at the Costa Mesa Tennis Center. All groups interested in submitting proposals will be required to have a representative in attendance at the meeting. Questions will be answered during this meeting or in written form to all parties in attendance. There will be a time period for additional questions with a cutoff date. Any questions/responses will be communicated to all parties at least a week prior to the proposal deadline.

A committee comprised of staff from various City departments such as the City Manager's Office, Finance, Public Works, and Parks and Community Services will review and evaluate all proposals and will make a selection determined by the evaluation of qualitative factors, which include:

- Qualifications of the Proposer/Organization and Key Personnel
- Prior experience operating a tennis facility



- Approach to providing the requested scope of services
- Innovative and/or creative approaches to providing services to the community that include additional efficiencies and/or increased performance capabilities

Upon completion of this process, staff will prepare a recommendation to bring forward to City Council for award of contract. Should the City Council approve the proposed scope of services, the RFP will be released according to the proposed schedule for the RFP as follows:

DATE	DESCRIPTION
September 21, 2022	RFP released
September 28, 2022	Mandatory Pre-Proposal Meeting at Costa Mesa Tennis Center
October 21, 2022	Proposals due
October 24-27, 2022	Interviews with qualifying proposal agencies
November 2022	Award of agreement

*Note: Dates are subject to change and dependent upon the release of the RFP.*

#### **ALTERNATIVES:**

The City Council may choose to modify the proposed scope of services to meet desired outcomes.

Another alternative that the Council may consider is rejecting staff's proposed scope of services and reject the proposed 2-month extension for the temporary operator and direct staff to explore assuming full responsibility for the operation of the Tennis Center. This option would include contracting with various instructors to ensure programming opportunities are available for the community, with City staff overseeing the operations and programming, similar to other City recreational facilities (e.g. Downtown Aquatic Center and Downtown Recreation Center). This alternative would require additional funding for full-time and part-time staff, as well as increased contract costs for facility maintenance and janitorial services. Estimated cost for the full operation and maintenance of the Tennis Center are \$280,000 per fiscal year plus additional startup costs. A budget adjustment to the Parks and Community Services Department during the current fiscal year would be required to assume operations in-house.

#### **FISCAL REVIEW:**

At this time, there is no fiscal impact in approving the proposed scope of services to proceed with the RFP process. If the proposed scope of the RFP is approved, staff anticipate additional revenue to the General Fund, as well as additional revenue to the Capital Fund for the Tennis Center based on the terms approved in the new operator's agreement.

#### **LEGAL REVIEW:**

The City Attorney's Office has reviewed the report, and prepared the two-month extension for the temporary and approved as to form.

**CITY COUNCIL GOALS AND PRIORITIES:**

This item supports the following City Council Goal:

- Strengthen the Public's Safety and Improve the Quality of Life

**CONCLUSION:**

Staff has conducted community outreach and comparison research regarding Tennis Center operations and developed the scope for the Request for Proposals (RFP) that will assist in determining the most qualified Tennis Center operator and concessionaire for the City Council's consideration.

At this time, staff recommends that City Council:

1. Provide Direction on the proposed Scope of Services and release of a Request for Proposals (RFP) for the Operation of the Costa Mesa Tennis Center (Attachment 1).
2. Approve an extension to the agreement with Top Seed Tennis Academy for the interim operation of the Costa Mesa Tennis Center with a term of November 1 through December 31, 2022 (Attachment 2).



# City of Costa Mesa

## Agenda Report

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Costa Mesa, CA 92626

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**DEPARTMENT:** PARKS & COMMUNITY SERVICES

**PRESENTED BY:** JASON MINTER, PARKS & COMMUNITY SERVICES DIRECTOR

**CONTACT INFORMATION:** JASON MINTER, PARKS & COMMUNITY SERVICES  
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**RECOMMENDATION:**

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**BACKGROUND:**

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**ANALYSIS:**

The Costa Mesa Tennis Center is a vital amenity for the Costa Mesa Community. The 12 courts at the CMTC are the only city owned tennis courts in Costa Mesa. For that reason, the CMTC is the primary location for all public court time, as well as lessons, tournaments, and programs. Therefore, it is critical that the CMTC meet the needs of the tennis community by providing quality facilities, a

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The proposed scope of services includes the feedback received from the community meetings, the online survey results, the discussion held at the Parks, Arts and Community Services Commission meetings, and the research and outreach performed by staff.

### Scope of Services

The City is seeking a public/private partnership for the operation of the Costa Mesa Tennis Center. The City is seeking an Operator that will be responsible for the coordination and management of the public use of the tennis courts. It will be the responsibility of the Operator to provide a variety of classes, programs, tournaments, community events, and competitions for patrons, including year-round competitive and social programs that are available to the public. Competitive programs should be recognized by the respective professional associations (USTA and USAPA). The Operator will also be expected to work with the local school district and leagues for league play and tournaments. With these elements in mind, and at the direction of the City Council, staff prepared a draft scope of services and background (Attachment 1).

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#### **FISCAL REVIEW:**

At this time, there is no fiscal impact in approving the proposed scope of services to proceed with the RFP process. If the proposed scope of the RFP is approved, staff anticipate additional revenue to the General Fund, as well as additional revenue to the Capital Fund for the Tennis Center based on the terms approved in the new operator's agreement.

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The City Attorney's Office has reviewed the report, and prepared the two-month extension for the temporary and approved as to form.

**CITY COUNCIL GOALS AND PRIORITIES:**

This item supports the following City Council Goal:

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**CONCLUSION:**

Staff has conducted community outreach and comparison research regarding Tennis Center operations and developed the scope for the Request for Proposals (RFP) that will assist in determining the most qualified Tennis Center operator and concessionaire for the City Council's consideration.

At this time, staff recommends that City Council:

1. Provide Direction on the proposed Scope of Services and release of a Request for Proposals (RFP) for the Operation of the Costa Mesa Tennis Center (Attachment 1).
2. Approve an extension to the agreement with Top Seed Tennis Academy for the interim operation of the Costa Mesa Tennis Center with a term of November 1 through December 31, 2022 (Attachment 2).

## **BACKGROUND**

The City of Costa Mesa prides itself on outstanding recreational programming and excellent customer service. One of the most popular recreational facilities in the City is the Costa Mesa Tennis Center (CMTC). The Tennis Center serves the local community through a variety of programs targeted at all levels of play. Like most municipal tennis centers, CMTC offers youth and adult leagues and tournaments, court reservations for the general public, and tennis lessons, both group and private, at all levels of play, from beginner to advanced. These programs are targeted at Costa Mesa residents, as well as players from neighboring Cities, or tourists visiting the area. The Tennis Center can also be used for larger tournaments and events that may have a regional draw as well.

The City is committed to providing accessible and affordable year-round tennis opportunities for the Costa Mesa community to engage in and enjoy. The Costa Mesa Parks and Community Services Department is seeking a tennis center operator/concessionaire that shares in these essential values and will continue to promote them throughout the various programs and activities at the Costa Mesa Tennis Center. The City is seeking an operator with an innovative team that will market, advertise and expand services at the Tennis Center, making it a premiere tennis recreation destination in Orange County.

The Costa Mesa Tennis Center is a City Owned, roughly 93,000 square foot facility located at TeWinkle Park, 880 Junipero Drive. The City of Costa Mesa owns the Park and the Tennis Center, including twelve (12) lighted courts, a pro shop, and courtyard. There are also 55 parking stalls adjacent to the Center that are designated parking for the CMTC. The recommended hours for the Tennis Center are 8:00 a.m. to 9:00 p.m. Monday through Saturday and 8:00 a.m. to 5:00 p.m. on Saturdays and Sundays.

## **SCOPE OF WORK**

The City is seeking a public/private partnership for the full operation of the Tennis Center. The Operator will be responsible for the coordination and management of the public use of courts, including the provision of a variety of classes, programs, tournaments, community events, and competitions for the community. This includes year-round competitive and social programs that are available to all members of the public. Competitive programs should be recognized by the respective professional associations (USTA and USAPA). The Operator will be expected to work with the Newport Mesa Unified School District, as well as other local school districts, private schools, and leagues for league play and tournaments.

The City's specific objectives in selecting a tennis operator include the following:

### **A. Objectives**

1. Enter into a lease agreement with an experienced and qualified entity to operate the Costa Mesa Tennis Center. The City prefers to enter into a lease agreement with a single provider.
2. Manage the Tennis Center as a revenue generating facility to provide programming opportunities to the community while providing a growing financial return to the City.
3. Establish and maintain a positive working relationship with City staff and work cooperatively to ensure the Tennis Center is properly maintained, fair



and transparent in their operation, and successful in providing programming to the community.

4. Manage the Tennis Center in a manner committed to ensuring that players of all ages, abilities and socioeconomic backgrounds are welcome and have programming options available to them.
5. Explore, evaluate, and create opportunities to incorporate Pickleball play into the Tennis Center in a way that maximizes court use and availability to the community.

## B. Responsibilities of the Operator

### Operations

1. Establish operating hours as approved by the City:
  - i. Center is to be accessible to the public from 8:00 a.m. to 9:00 p.m., Monday through Saturday and 8:00 a.m. to 5:00 p.m. Sundays, unless otherwise agreed to by City.
  - ii. Center is to be open every day throughout the year, weather permitting, with a limited number of holiday exceptions approved by City.
2. Provide all equipment necessary to operate and program the Tennis Center including but not limited to balls, racquets, sweepers, ball baskets and ball machines.
3. Accept court reservations to walk-in participants as well as over the phone.
4. Develop and provide a website with an online reservation system that will allow users to easily reserve courts and provide transparency over court utilization. The online registration system should also provide a customer relationship management system.
5. Operation of a functioning pro-shop, which can include merchandise sales, concessions and other related services as approved by City. Merchandise and concessions should serve Tennis Center patrons as well as Skatepark, Bark Park users, and park patrons.
6. Utilize point of sale registers and provide verifiable, full disclosure of financial and program data.
7. Operator has the right to set fees and charges for all activities, programs and services, merchandise and concessions, however, all fees and charges shall be competitive with comparable facilities in the area and are subject to final approval by City. Any increases must be approved by City manager or designee.
8. Establish telephone and internet utilities in Operators' name and Install/Maintain alarm system monitoring and maintenance.
9. Provide Scholarship and Fee Assistance Programs for low-income families, subject to CITY approval. Examples of this may include free/low-cost lessons, drop-in play, and/or camps.
10. Provide outreach to local non-profit organizations to create equitable opportunities for all youth for both instruction and play.

### Programming

1. Ensure provision of quality programs and services that include a balance of play and court use for all ages, user groups and ability levels including, but not limited to, lessons, league play, club use, tournaments, and court rentals that will maximize participation.
2. Provide priority access of courts to Costa Mesa residents and organizations.
3. Establish and maintain positive relationships with community and professional tennis groups, including the United States Tennis Association, USA Pickle ball Association, area schools and higher learning institutions. This also includes working with existing instructors, leagues, schools and organizations who have an established home base at the Costa Mesa Tennis Center.
4. Stay up to date on Tennis Center best management practices and bring forward new ideas for programming, activities, and maximization of the Tennis Center.
5. Promotion of the Costa Mesa Tennis Center and its programs.

### Staffing

1. Hiring, supervising and compensating all Tennis Center instructors and staff required for operation.
2. Complete background checks for all staff members and instructors that is consistent with the CA Department of Justice guidelines.

### Maintenance

1. Operator is responsible for opening and closing the facility, including the locking and unlocking of all gates and doors to the facility.
2. Maintain the courts including the following:
  - i. Court cleaning
  - ii. Net replacement and maintenance
  - iii. Touch ups to lines and striping
3. Maintain the interior of the Pro Shop including the following:
  - i. Repair/replacement of flooring and fixtures
  - ii. Maintenance of restrooms
  - iii. Maintenance of small repairs (plumbing, lighting, etc.)
  - iv. Minor paint touch ups
4. Maintain the shrubs and landscaping inside the fenced tennis center, including the planters near the pro shop and in courtyard area (see Tennis Center Facility Boundaries; Exhibit A).
5. Repair damages to the Pro Shop, interior & exterior, due to vandalism, and report to City staff/Police Department if necessary.
6. Operator to utilize and maintain any extra storage units located on site. Must meet City's approved standards, (i.e., Tuff Shed.)
7. Maintain challenge court bleachers, including periodic inspections, cleaning, and repairs.
8. Operator is to inspect and report all issues in a timely manner.
9. Tennis Court light outages should be reported when a minimum of 3 need replacing. The City is allowed 5 business days to satisfy the request.

10. Maintain, install and replace awnings, shade covers, etc. that are attached to the building or the lattice patio structure.
11. Provide for the day-to-day custodial service and basic maintenance of the Tennis Center courts and buildings.

#### Reporting

1. Submit an annual report to the Parks and Community Services Director including data and statistics of operations including but not limited to attendance, activities, improvements, programs, trends, etc.
2. Submit an annual certified financial audit by auditors approved by the City.
3. Track and record complaints from the public regarding the operation and maintenance of the Tennis Center. Provide periodic updates to City staff.

#### C. Responsibilities of the City

1. City shall provide a Pro Shop building.
2. City will identify 55 parking spaces in the parking lot nearest the center off Junipero Drive for use by Tennis Center participants.
3. City will maintain landscaping, lighting, parking lot, driveways and walkways outside of fenced Tennis Center and pro shop.
4. City will maintain fences and gates. Operator to notify the City when such maintenance is needed.
5. City will be responsible for repainting of the exterior of the pro shop as deemed necessary by City and for repair of any and all damage to tile roof unless caused by the willful misconduct of Operator's officers, employees or guests.
6. Maintenance and repair of court lighting to include bulbs, ballasts, poles, wiring, switch gear and cabinets will be the responsibility of the City. New lighting/fixtures are to be considered capital improvements.
7. Americans with Disabilities Act requirements are to be maintained by the City with proper notification from the operator.
8. Complete quarterly inspections of the Tennis Center and a facility maintenance report.

#### **TERMS OF CONTRACT**

The term is expected to be for five (5) years with two (1) one-year option to renew. Longer initial and extended terms will be considered depending upon the Proposer's submission regarding use of City facilities and equipment.

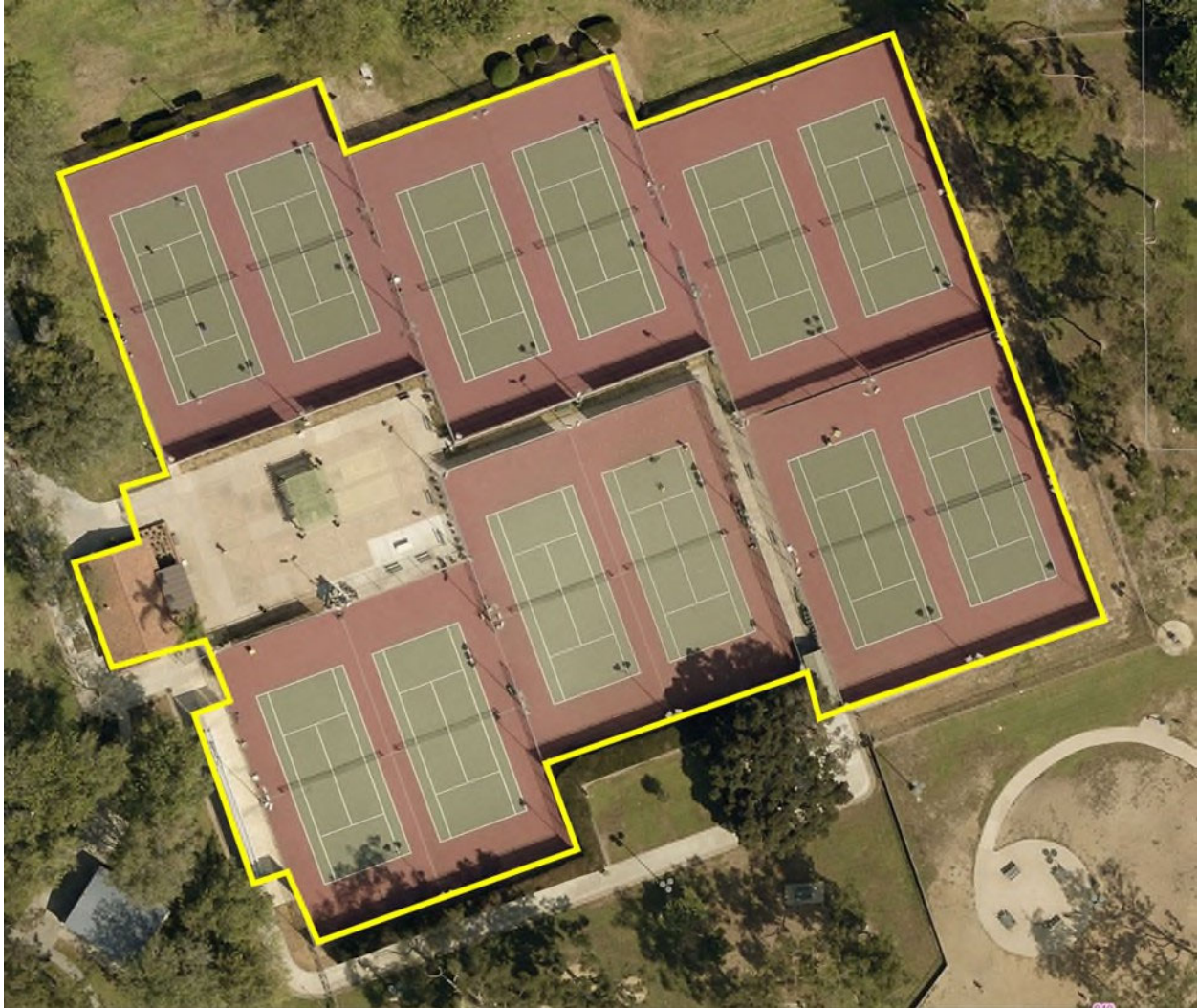
#### **FINANCIAL TERMS**

##### A. Payments and fees are as follows:

1. Operator shall pay the City a monthly fee of 20% of all gross revenue generated by the Costa Mesa Tennis Center. The fee shall be separated into two areas:
  - i. 15% of all gross monthly revenue sources (i.e. lessons, tournaments, court rentals, passes, pro shop sales, etc.) or \$3,500 per month, whichever is greater, shall be deposited as General Fund revenue.
  - ii. 5% of all gross Tennis Center revenue will be placed in the Tennis Center Maintenance Fund (see below).

2. Minimum monthly fee subject to CPI increases annually, not to exceed 3% per year.
  3. Operator will provide monthly revenue reports with a breakdown by category (i.e. lessons, tournaments, rentals, concessions)
  4. All rates and terms subject to negotiation.
- B. The City shall consider a partial or full abatement of lease payments before the start of and throughout the term of the contract during the years the Operator is performing capital improvements, subject to negotiation and the extent of the proposed improvements. Capital improvements may include court resurfacing, replacement of nets, center straps, windscreens, pro shop improvements, etc.
1. Any Capital Improvements wishing to be considered shall be submitted to the Parks and Community Services Director along with a quote from a City Approved vendor.
  2. All such capital improvements shall be considered property of CITY when completed.
- C. Payment to City will be due on or before the 15<sup>th</sup> of the following month. For example, the January payment would be made on or before the 15<sup>th</sup> of February.
- D. Operator shall reimburse City for utility charges (water and electricity) on a monthly basis, as costs are incurred; operator shall work with City staff on ways to reduce the usage of both electricity and water and to create an energy saving environment, i.e. limit lighting usage to operating courts, limit water used for court cleaning, and other changes recommended by City
- E. City shall establish a Tennis Center Maintenance Fund to cover future capital needs. The Maintenance Fund can also be used for repairing any unforeseen damage (e.g. from storms or accidents) not covered by Operator's insurance.
1. The Maintenance Fund is to be funded by 5% of the gross revenue generated by the Center. (There will not be a minimum monthly payment for the Maintenance Fund.)
  2. Expenditures from the Maintenance Fund will be controlled by the City. Operator will have no rights to the funds in the Maintenance Fund account.
  3. In the event that the Maintenance Fund is not sufficient for replacements or repairs, the Department will consider making those replacements and repairs with additional funding services. The City, in consultation with the Operator will review annually the amounts to be held in the Maintenance Fund with the goal of increasing it so that there will be sufficient funds to cover repairs and replacements over the lifecycle needs of the Center, which shall be reviewed in 5-year increments.

Costa Mesa Tennis Center – Facility Boundaries



**THIRD EXTENSION OF  
ASSIGNMENT AND ASSUMPTION AGREEMENT FOR  
OPERATION OF THE CITY OF COSTA MESA TENNIS CENTER**

This Third Extension of the Assignment and Assumption Agreement for Operation of the City of Costa Mesa Tennis Center ("Third Extension") is made and entered into as of September 20, 2022 by and between the City of Costa Mesa, a California municipal corporation ("City") and Top Seed Tennis Academy, Inc. ("Lessee").

**RECITALS**

WHEREAS, City owns the Costa Mesa Tennis Center ("Tennis Center") located at Tewinkle Park in the City of Costa Mesa; and

WHEREAS, City and Lessee are parties to an Assignment and Assumption Agreement dated March 1, 2022 with former Lessee Hank Lloyd dba HML Tennis ("Lloyd") for transfer of the rights and obligations for operation of the Tennis Center from Lloyd to Lessee, on an interim basis for four (4) months, with the right to extend by the City for up to two (2) additional two (2) month periods ("Agreement"); and

WHEREAS, City and Lessee extended the Agreement for a two-month period through August 31, 2022, through the First Extension of the Agreement, dated July 1, 2022 ("First Extension"); and

WHEREAS, City and Lessee extended the Agreement for a two-month period through October 31, 2022, through the Second Extension of the Agreement, dated September 1, 2022 ("Second Extension"); and

WHEREAS, City and Lessee now desire to extend the Agreement for one additional two-month period, through December 31, 2022.

NOW, THEREFORE, the parties agree as follows:

1. The Agreement shall be extended for two months, through and including December 31, 2022.
2. All terms not defined herein shall have the same meaning and use as set forth in the Agreement.
3. Except as extended, the terms of the Agreement shall remain in full force and effect.
4. This Third Extension may be executed in one or more counterparts, each of which shall be deemed an original. All counterparts shall be construed together and shall constitute one agreement. Counterpart written signatures may be transmitted by facsimile, email or other electronic means and have the same legal effect as if they were original signatures.

[SIGNATURES ON FOLLOWING PAGE.]

TOP SEED TENNIS ACADEMY, INC.

\_\_\_\_\_  
Steve McAvoy  
President

Date: \_\_\_\_\_

CITY OF COSTA MESA

\_\_\_\_\_  
Lori Ann Farrell Harrison  
City Manager

Date: \_\_\_\_\_

ATTEST:

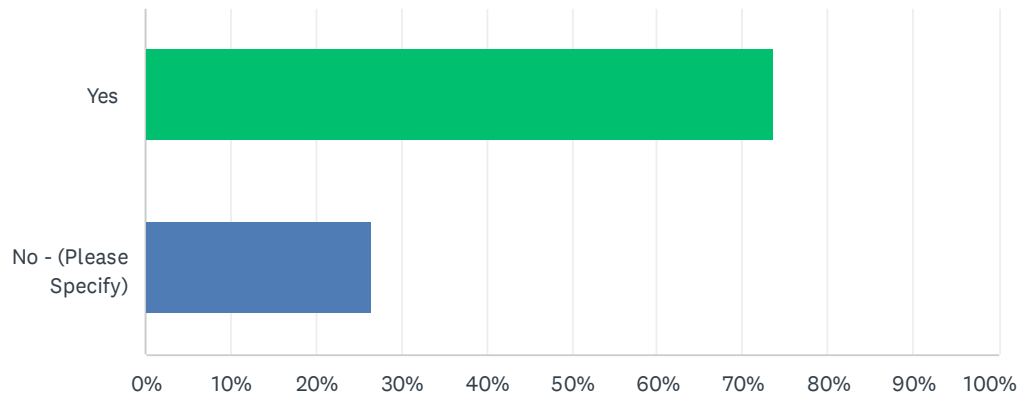
\_\_\_\_\_  
Brenda Green  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Kimberly Hall Barlow  
City Attorney

## Q1 Do you use the Tennis Center

Answered: 205   Skipped: 0

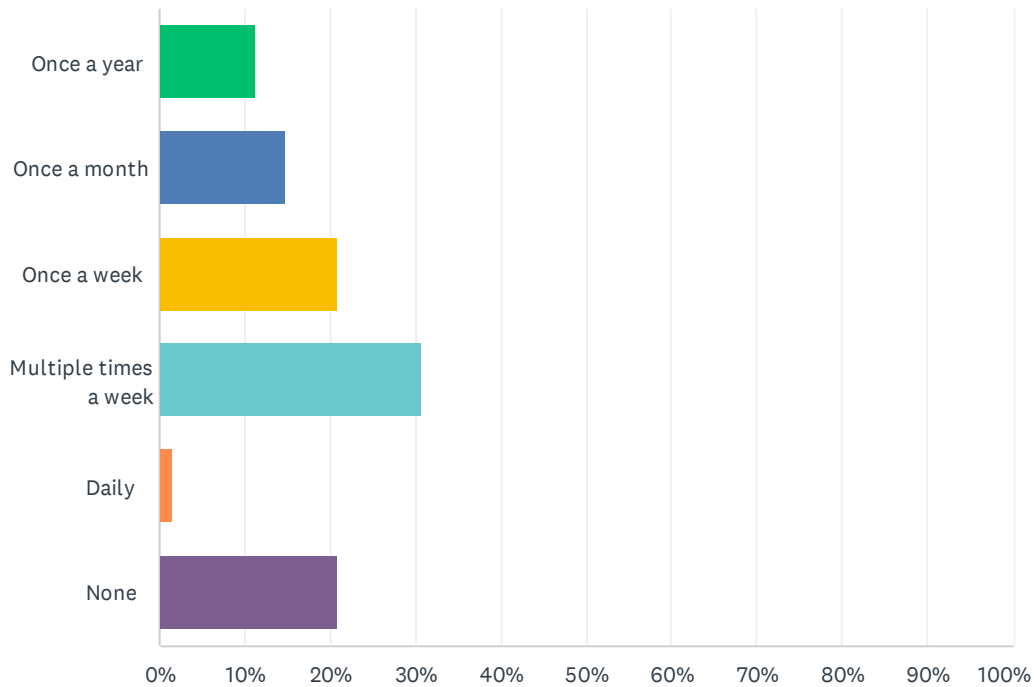


ANSWER CHOICES	RESPONSES	
Yes	73.66%	151
No - (Please Specify)	26.34%	54
TOTAL		205



## Q2 On average how often do you visit the Costa Mesa Tennis Center:

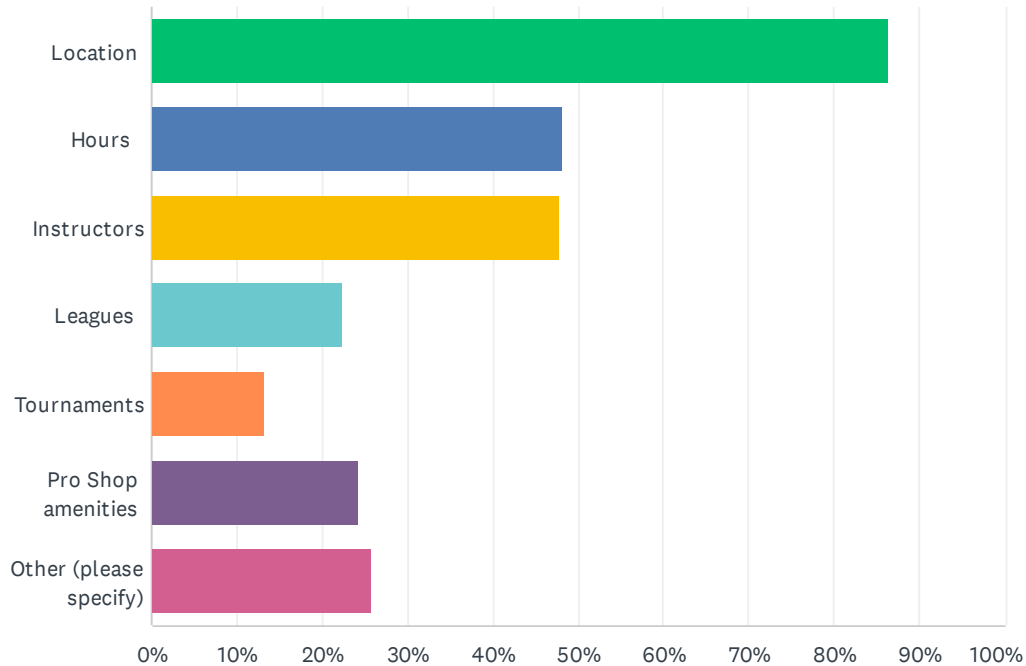
Answered: 205 Skipped: 0



ANSWER CHOICES	RESPONSES	
Once a year	11.22%	23
Once a month	14.63%	30
Once a week	20.98%	43
Multiple times a week	30.73%	63
Daily	1.46%	3
None	20.98%	43
<b>TOTAL</b>		<b>205</b>

### Q3 What do you like best about the Costa Mesa Tennis Center: (Check all that apply)

Answered: 205 Skipped: 0



ANSWER CHOICES	RESPONSES	
Location	86.34%	177
Hours	48.29%	99
Instructors	47.80%	98
Leagues	22.44%	46
Tournaments	13.17%	27
Pro Shop amenities	24.39%	50
Other (please specify)	25.85%	53
Total Respondents: 205		

## Q4 What new amenity would you add to the Tennis Center?

Answered: 205 Skipped: 0

#	RESPONSES	DATE
1	Lounge, fitness, shade, seating	3/30/2022 10:46 PM
2	Group lessons	3/30/2022 8:14 PM
3	NA	3/30/2022 5:19 PM
4	Offer a free court day once a month to allow opportunity for people who are on a budget an area to play.	3/30/2022 10:05 AM
5	Pickleball courts	3/29/2022 7:46 PM
6	better seating for watching lessons	3/29/2022 12:52 PM
7	Longer hours	3/28/2022 8:12 PM
8	Baseball batting cages and training area where rear courts are located	3/27/2022 6:39 PM
9	drop in drills	3/27/2022 2:32 PM
10	More group tennis lessons for adults and children.	3/27/2022 12:54 PM
11	More group lessons	3/26/2022 7:39 PM
12	A transparent online court schedule. Preferably on a smartphone app.	3/25/2022 3:34 PM
13	More ladies clinics	3/25/2022 3:27 PM
14	baby sitter or adults gradians at the park while playing tennis	3/25/2022 11:48 AM
15	all courts need updated lights	3/25/2022 7:46 AM
16	A new shop with lockers, kitchen, first aid area. Please visit the facility at Mission Viejo.	3/25/2022 7:37 AM
17	Better lighting	3/24/2022 11:21 PM
18	Pickleball courts	3/24/2022 6:40 PM
19	Outdoor fitness class	3/24/2022 5:43 PM
20	Nothing	3/24/2022 4:58 PM
21	Affordable adult classes & pickleball classes	3/24/2022 4:47 PM
22	more tennis courts	3/24/2022 4:27 PM
23	Pickleball, some fitness	3/24/2022 3:58 PM
24	Bathrooms and Tennis Shop Undated with fresh and makeover.	3/24/2022 3:34 PM
25	Pickleball Courts. Would use them 2-3 times a week	3/24/2022 3:32 PM
26	Pickle ball	3/24/2022 3:21 PM
27	I would like to see a few pickleball courts simillar to what has been done at the Fountain Valley Tennis Center	3/24/2022 3:21 PM
28	Add Agape tennis academy. Their instructors are very professionals. It will certainly bring up the tennis level at the center. Many players will benefit from Agape.	3/24/2022 2:56 PM
29	More classes for kids.	3/24/2022 2:27 PM
30	Additional tennis courts	3/24/2022 1:44 PM
31	It would be nice if you could get a monthly membership or something instead of paying each	3/24/2022 1:41 PM

# COMMUNITY OUTREACH SURVEY

time you want to use the court. I would come a lot more then.

32	Pickleball courts	3/24/2022 1:38 PM
33	Pickle ball	3/24/2022 1:23 PM
34	Pickleball courts	3/24/2022 1:07 PM
35	Pickleball	3/24/2022 1:01 PM
36	Nothing. NO pickleball or junior lines on courts	3/24/2022 12:59 PM
37	Pickleball	3/24/2022 12:57 PM
38	4 pickleball courts on 1 tennis court	3/24/2022 12:54 PM
39	Pickleball	3/24/2022 12:47 PM
40	Pickleball	3/24/2022 12:22 PM
41	Pickleball courts	3/24/2022 12:17 PM
42	Pickleball Courts ball courts	3/24/2022 12:15 PM
43	Pickleball	3/24/2022 12:14 PM
44	pickleball courts	3/24/2022 12:12 PM
45	Would use if it had pickleball	3/24/2022 12:12 PM
46	Pickleball!!!	3/24/2022 10:49 AM
47	Wish to have pickleball courts added	3/24/2022 10:49 AM
48	Pickleball courts with lights	3/24/2022 10:26 AM
49	Shaded, relaxation/socialization area	3/24/2022 10:24 AM
50	More hours	3/24/2022 10:15 AM
51	There should be more cover for shade.	3/24/2022 9:52 AM
52	Pickleball courts	3/24/2022 9:51 AM
53	Tennis wall	3/24/2022 9:49 AM
54	pickleball courts	3/24/2022 9:40 AM
55	Pickle Ball courts , renovated pro-shop, court cleaning service	3/24/2022 9:34 AM
56	Pickle ball courts, please!	3/24/2022 9:29 AM
57	Agape academy in Fountain Valley and Oxnard is doing a great job and has increased participation and programming Would like to see them in Costa Mesa	3/24/2022 9:11 AM
58	Better programs ( Agape has wonderful variety of programs and management so I can come more often. Additional activities like pickle ball. General upgrade in services.	3/24/2022 9:07 AM
59	Having Agape Tennis Academy as management	3/24/2022 8:52 AM
60	Can't think of one.	3/24/2022 8:31 AM
61	Pickleball courts	3/24/2022 7:20 AM
62	Agape	3/24/2022 7:09 AM
63	Pickleball	3/24/2022 6:39 AM
64	New management	3/24/2022 6:22 AM
65	Pickleball courts	3/24/2022 5:23 AM
66	Pickleball	3/24/2022 3:52 AM
67	More opportunities to play pickle ball	3/24/2022 2:15 AM

# COMMUNITY OUTREACH SURVEY

68	More courts for pickleball	3/24/2022 1:19 AM
69	Pickleball	3/24/2022 12:27 AM
70	Pickleball courts	3/24/2022 12:11 AM
71	Food	3/23/2022 11:52 PM
72	Pretty good already	3/23/2022 11:14 PM
73	Agape Tennis Academy as management	3/23/2022 10:45 PM
74	Having Agape Tennis Academy as management	3/23/2022 10:43 PM
75	Agape tennis academy!	3/23/2022 10:35 PM
76	Pickleball!	3/23/2022 10:12 PM
77	Pickleball	3/23/2022 9:38 PM
78	A competent team of instructors	3/23/2022 9:24 PM
79	Pickleball	3/23/2022 9:11 PM
80	Not sure	3/23/2022 9:09 PM
81	New lights	3/23/2022 9:07 PM
82	Pickle ball	3/23/2022 9:05 PM
83	Pickleball, better courts and programming	3/23/2022 8:59 PM
84	Pickle ball courts	3/23/2022 8:57 PM
85	Pickle ball	3/23/2022 8:50 PM
86	Planned programs, activities, and quality instruction	3/23/2022 8:45 PM
87	A more structured program offering by quality pros. I would highly recommend brining on Agape. They are talented, offer a fabulous variety of programs and events and they have a dedication and commitment to enhancing our community.	3/23/2022 8:34 PM
88	I would love to see someone take over the tennis center and actually do something good with it. The programming is very minimal and my kids would greatly benefit from having some leadership skills provided through tennis. I've heard that Agape might be submitting a proposal and I'm super excited for that after seeing what they've done at fountain valley.	3/23/2022 8:34 PM
89	Pickleball - better programs - more social events	3/23/2022 8:31 PM
90	Fun events	3/23/2022 8:28 PM
91	Pickleball - better coaching - cardio tennis - more fun and enthusiasm- online reservations and registrations	3/23/2022 8:26 PM
92	pickleball, tennis camps	3/23/2022 8:17 PM
93	Leagues and group environment	3/23/2022 8:10 PM
94	More community events, socials, mixers and teams. Having more of a community feel is very important to me.	3/23/2022 7:22 PM
95	Pickleball program	3/23/2022 4:51 PM
96	Pickle Ball	3/22/2022 6:57 PM
97	Snack bar and better bathrooms	3/21/2022 11:02 PM
98	Pickleball	3/21/2022 3:26 PM
99	NA	3/21/2022 2:17 PM
100	Orange Clay Courts	3/21/2022 12:30 PM
101	Pickleball courts	3/21/2022 8:27 AM

# COMMUNITY OUTREACH SURVEY

102	Better restroom facilities	3/20/2022 10:08 PM
103	Bathroom and shower facilities	3/20/2022 8:47 PM
104	Restaurant/bar, showers and nice outdoor sitting area	3/20/2022 8:34 PM
105	Refurbished restrooms	3/19/2022 10:48 AM
106	none	3/19/2022 9:37 AM
107	Pickle ball	3/19/2022 7:54 AM
108	pickle ball	3/19/2022 7:27 AM
109	Pickle ball courts	3/18/2022 8:32 PM
110	pickleball courts	3/18/2022 5:52 PM
111	hitting walls for racquetball, pickleball	3/18/2022 5:26 PM
112	Make facilities adequate for kids tournaments	3/18/2022 4:11 PM
113	Mens round robin	3/18/2022 4:02 PM
114	Pickleball or paddle tennis	3/18/2022 7:04 AM
115	Update bathrooms	3/17/2022 7:36 PM
116	Love to see more outdoor seating while waiting for lessons or a place for parties possibly?	3/17/2022 7:24 PM
117	Newer courts or more courts	3/17/2022 7:09 PM
118	Honestly love the way it is	3/17/2022 5:15 PM
119	Paddel Tennis and Pickleball	3/17/2022 7:51 AM
120	None	3/17/2022 1:52 AM
121	Updated facilities	3/16/2022 7:09 PM
122	I would like to see renovated bathrooms, more covered seating area, improving the lights at night	3/16/2022 5:45 PM
123	pickleball, please!	3/16/2022 5:39 PM
124	Not much. I think it's pretty great as is.	3/16/2022 4:45 PM
125	Better shop selection	3/16/2022 2:35 PM
126	All lights updated	3/16/2022 2:34 PM
127	Better lights on certain courts.	3/16/2022 2:31 PM
128	Pickleball courts, and instruction	3/16/2022 11:32 AM
129	Nothing	3/15/2022 11:40 PM
130	Improved lighting	3/15/2022 11:39 PM
131	Camps	3/15/2022 10:41 PM
132	Not necessary	3/15/2022 10:36 PM
133	NOT pickleball	3/15/2022 9:40 PM
134	Pickleball. I no longer can play tennis	3/15/2022 8:26 PM
135	Kids camps	3/15/2022 8:21 PM
136	Locker rooms	3/15/2022 8:05 PM
137	Water bottle filling station	3/15/2022 8:04 PM
138	Pickle ball could be added to 2 courts and 2 left as regular tennis	3/15/2022 8:04 PM
139	Open court times	3/15/2022 7:58 PM

# COMMUNITY OUTREACH SURVEY

140	Events for toddlers; I support Jason Leavitt, a young person with a vision, leasing/running the tennis courts	3/15/2022 7:50 PM
141	Better LED lighting for ALL courts.	3/15/2022 5:11 PM
142	Pickle ball	3/15/2022 4:48 PM
143	Pickle Ball Courts	3/15/2022 4:30 PM
144	Better Lights, they are awful. They point to the sky and they all need to be LED	3/15/2022 2:44 PM
145	None	3/14/2022 10:23 PM
146	Top spin tennis video game in lobby	3/14/2022 7:16 PM
147	Pickle ball	3/14/2022 7:04 PM
148	pickle ball	3/14/2022 12:36 PM
149	Club house which serves food and drinks	3/14/2022 11:24 AM
150	Advanced training for juniors	3/14/2022 11:24 AM
151	Nothing really but what they are already doing currently (sprucing up their pro shop). Maybe an upgrade on the bathrooms?	3/14/2022 10:57 AM
152	Cafe / clubhouse / hot food and drink.	3/14/2022 10:50 AM
153	Healthy snacks & power bars	3/14/2022 10:48 AM
154	Re-do bathrooms, Court lights	3/14/2022 10:42 AM
155	Nothing. The current operator is doing a great job!	3/14/2022 10:40 AM
156	Matchup service	3/14/2022 10:38 AM
157	A tennis team for young kids	3/14/2022 10:36 AM
158	Pickle ball	3/14/2022 10:35 AM
159	Online sign up/Later hours so working professionals can play	3/14/2022 9:59 AM
160	Online booking and sign-up system. And more courts would be nice!	3/13/2022 10:30 PM
161	fences separating the courts	3/12/2022 6:37 PM
162	Showers	3/12/2022 9:38 AM
163	Pickle ball if possible to add without removing any tennis courts.	3/12/2022 8:07 AM
164	None	3/12/2022 6:41 AM
165	updated bathrooms and pickle ball	3/12/2022 6:13 AM
166	Upgrade of restrooms and increase barrier to Skate Park.	3/11/2022 5:16 PM
167	Low cost course for children	3/11/2022 3:36 PM
168	Pickleball Courts	3/11/2022 3:34 PM
169	Lounge area in the pro shop	3/11/2022 3:26 PM
170	pickleball courts	3/11/2022 1:56 PM
171	Pickle ball	3/11/2022 1:09 PM
172	Pickleball	3/11/2022 11:19 AM
173	Nicer bathrooms	3/11/2022 11:11 AM
174	none	3/11/2022 10:37 AM
175	???	3/10/2022 11:04 PM
176	Public tennis courts on for residents of CM first come basis.	3/10/2022 10:22 PM

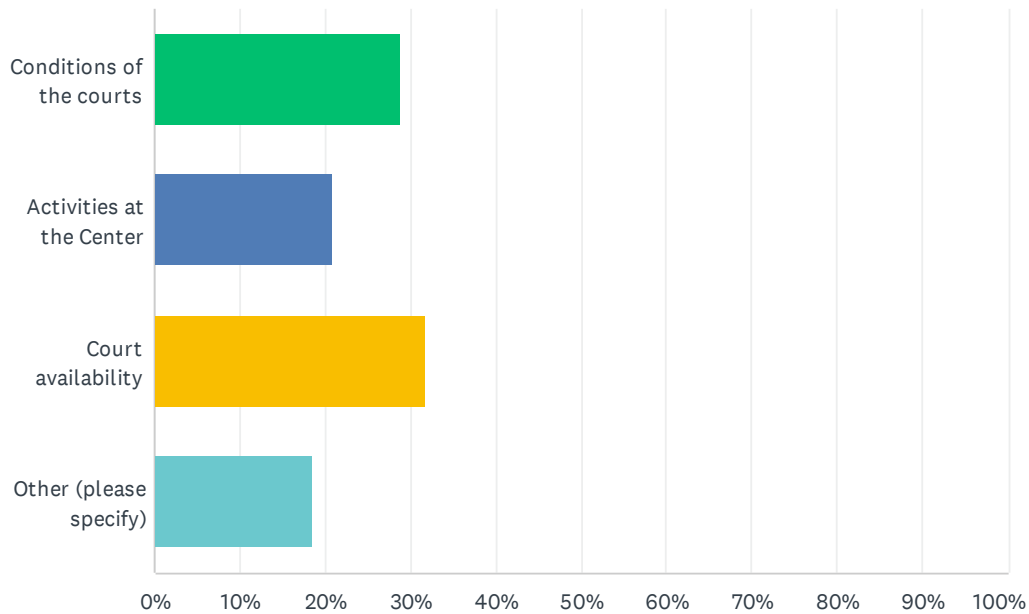
# COMMUNITY OUTREACH SURVEY

177	Pickle ball courts	3/10/2022 9:37 PM
178	Upgraded restroom/locker room facilities	3/10/2022 9:26 PM
179	Better lights	3/10/2022 8:30 PM
180	Food & beverage area	3/10/2022 8:30 PM
181	Better lighting	3/10/2022 8:12 PM
182	None	3/10/2022 7:46 PM
183	Redo the bathrooms	3/10/2022 7:44 PM
184	Pickleball or paddle tennis	3/10/2022 7:30 PM
185	Restaurant	3/10/2022 7:25 PM
186	Love it, just would like to see upgraded facilities	3/10/2022 6:51 PM
187	Better lights!! The lights are awful, very hard to see at night.	3/10/2022 6:26 PM
188	Drop in hours	3/10/2022 6:25 PM
189	More adult clinics after work hours	3/10/2022 6:01 PM
190	More classes at better times for working adults- more fun events	3/10/2022 5:44 PM
191	Partitions between courts	3/10/2022 5:36 PM
192	Upgrade bathrooms	3/10/2022 5:35 PM
193	More junior boys programs. Ages 10 to 13	3/10/2022 5:28 PM
194	Better lighting	3/10/2022 5:26 PM
195	None	3/10/2022 5:20 PM
196	Is the ball machine available?	3/10/2022 5:19 PM
197	Social tournaments	3/10/2022 5:17 PM
198	Upgraded restrooms; pickleball courts	3/10/2022 5:09 PM
199	Pickleball	3/10/2022 4:54 PM
200	NA keep as is	3/10/2022 4:54 PM
201	Pickle ball	3/10/2022 4:42 PM
202	More group classes for kids	3/10/2022 3:53 PM
203	locker room with changing areas. Remodeled bathrooms	3/10/2022 2:27 PM
204	None	3/10/2022 1:54 PM
205	Locker rooms and health facility (for players to cool down during tournament play)	3/10/2022 1:54 PM



## Q5 When visiting the Tennis Center which is more important to you?

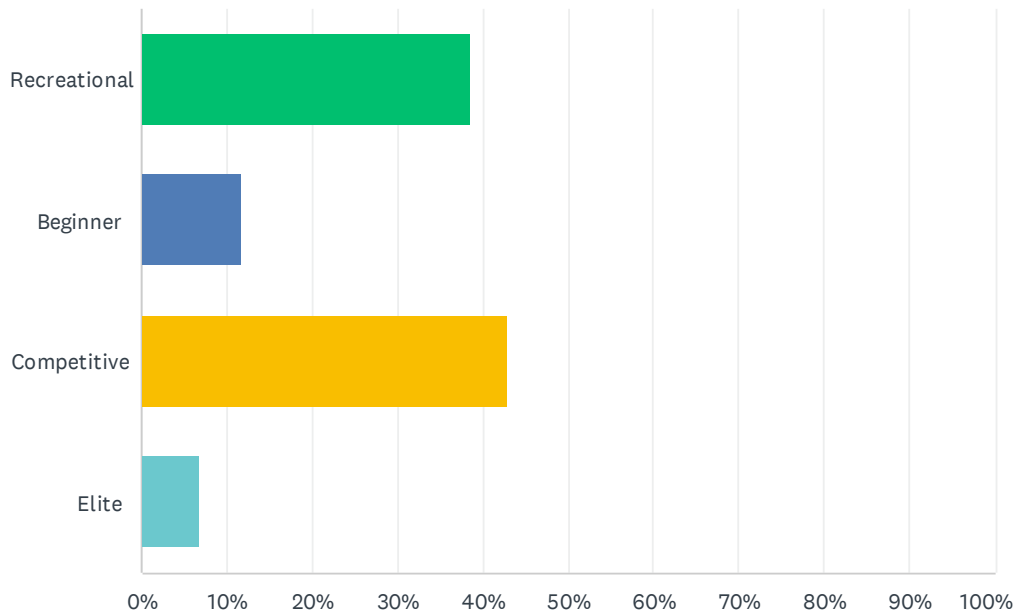
Answered: 205 Skipped: 0



ANSWER CHOICES	RESPONSES	
Conditions of the courts	28.78%	59
Activities at the Center	20.98%	43
Court availability	31.71%	65
Other (please specify)	18.54%	38
TOTAL		205

## Q6 What level of player do you consider yourself?

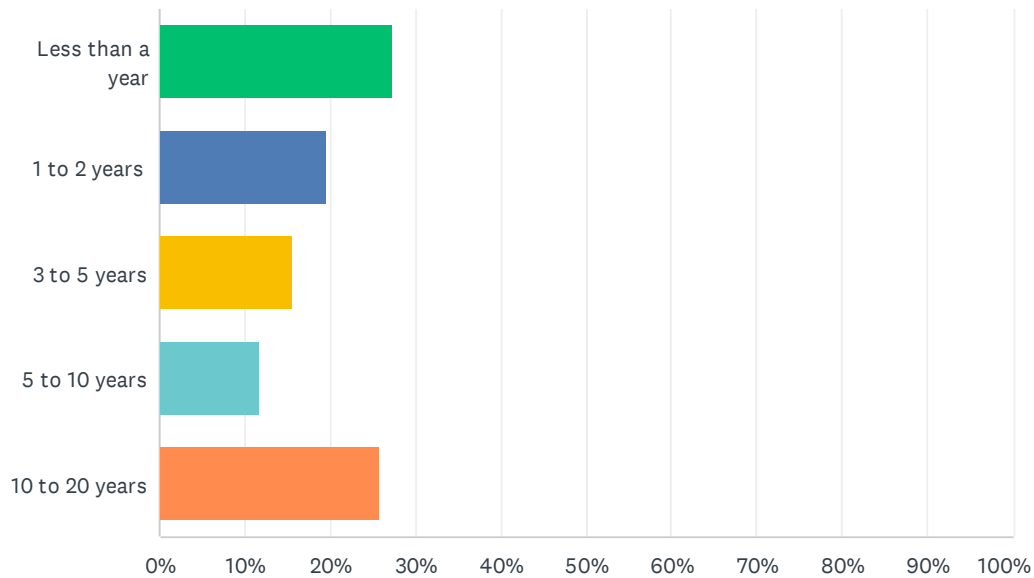
Answered: 205 Skipped: 0



ANSWER CHOICES	RESPONSES	
Recreational	38.54%	79
Beginner	11.71%	24
Competitive	42.93%	88
Elite	6.83%	14
TOTAL		205

## Q7 How long have you been coming to the Costa Mesa Tennis Center?

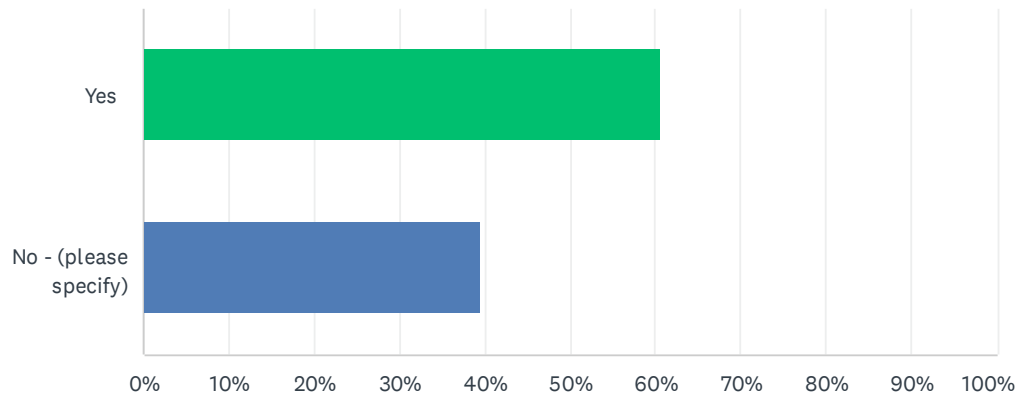
Answered: 205 Skipped: 0



ANSWER CHOICES	RESPONSES	
Less than a year	27.32%	56
1 to 2 years	19.51%	40
3 to 5 years	15.61%	32
5 to 10 years	11.71%	24
10 to 20 years	25.85%	53
TOTAL		205

## Q8 Do you support adding pickle ball to the Tennis Center?

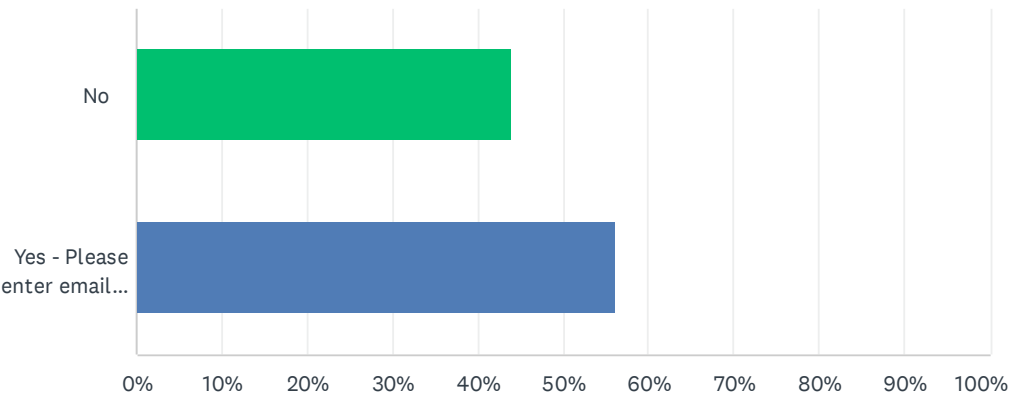
Answered: 205 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	60.49%	124
No - (please specify)	39.51%	81
TOTAL		205

## Q9 Would you like to receive Tennis Center updates via email?

Answered: 205 Skipped: 0



ANSWER CHOICES		RESPONSES	
No		43.90%	90
Yes - Please enter email address		56.10%	115
TOTAL			205



# City of Costa Mesa

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 22-851

**Meeting Date:** 9/20/2022

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**TITLE:**

**APPOINTMENTS TO THE ARTS COMMISSION AND VARIOUS CITY COMMITTEES**

**DEPARTMENT:** CITY MANAGER'S OFFICE/CITY CLERK DIVISION

**PRESENTED BY:** BRENDA GREEN, CITY CLERK

**CONTACT INFORMATION:** BRENDA GREEN, CITY CLERK, (714) 754-5221

**RECOMMENDATION:**

Staff recommends the City Council make appointments as follows:

1. Arts Commission - Seven (7) vacancies; four (4) appointments to fill vacancies with a term expiration of January 2024 and three (3) to fill vacancies with a term expiration of January 2026.
2. Animal Services Committee - Make two (2) alternate member appointments to fill the vacancies with term expiration of April 2024. Appointments by Council Member Gameros as liaison to the Committee.
3. Active Transportation Committee - Make one (1) alternate member appointment to fill the vacancy with term expiration of April 2024. Appointment by Council Member Harlan as liaison to the Committee.
4. Fairview Park Steering Committee - Make one (1) regular member appointment with a term expiration of April 2025, two (2) regular member appointments with a term expiration of April 2023, one (1) alternate member appointment with a term expiration of April 2023, and one (1) alternate member appointment with term expiration of April 2025. Appointments by Council Member Reynolds as liaison to the Committee.
5. Historical Preservation Committee - Make two (2) alternate member appointments to fill vacancies with a term expiration of April 2024. Appointments by Council Member Chavez as liaison to the Committee.
6. Mobile Home Park Advisory Committee - Make one (1) Independent Citizen At-large appointment to fill vacancy with a term expiration of April 2023. Appointment by Mayor Stephens as liaison to the Committee.

**BACKGROUND:**

**Arts, Commission** (7 Appointment)

4 Commissioners /Term Expiration of January 2024

### 3 Commissioners /Term Expiration of January 2026

The Arts Commission meets monthly, and represents the Council's desire for ongoing policy focus, along with responsible oversight of the City's investments in the Arts. To align with the motto of "City of the Arts," the City acknowledges the vital role the Arts play in the community.

The Arts Commission shall ensure that the City of Costa Mesa is a place where creativity can flourish; a place where imagination, inspiration, and innovation are held in high regard; a place where Arts Education is essential to all; and a place where Arts and Culture can promote civic pride and enrich the daily lives of the Costa Mesa community. Staff received fifteen (15) applications for vacancies to be filled (applications attached).

1. Todd Gerald Beckett-Frank - District 1
2. Charlene Ashendorf - District 1
3. Rocky Evans - District 1
4. Megan Leary - District 3
5. Justin Fong - District 4
6. Rhonda Valles - District 5
7. Allison Mann - District 5
8. Skeith DeWine - District 5
9. Philip Richard Palisoul, II - District 6
10. Alisa Ochoa - District 6
11. Samuel Abram Helm - District 6
12. Erica Luna - District 6
13. Holly McDonald - Non-Resident
14. Debora Wondercheck - Non-Resident
15. Heidi Zuckerman - Non-Resident

### **Animal Services Committee** (2 Appointments)

2 Alternate Members/Term Expiration of April 2024

Liaisons - Council Member Gameros, Alternate Council Member Harper

The Animal Services Committee meets monthly and assists with the planning of animal related events, explores and provides recommendations to improve animal services, and promotes pet licensing within the City. Staff received four (4) applications (attached) for two vacancies to be filled.

1. Emily Cummings-Nelson - District 2
2. Sarah Wilson - District 3
3. Philip Richard Palisoul, II - District 6
4. Elise Gates - District 6

### **Active Transportation Committee** (1 Appointment)

1 Alternate Member/Term Expiration of April 2024

Liaisons - Council Member Harlan, Alternate Council Member Reynolds

The Active Transportation Committee meets monthly and assists with the review, update and implementation of the City's Active Transportation Plan in order to make recommendations for their improvement to the City Council. Staff received seven (7) applications (attached) for one vacancy to be filled.

1. Aaron Snyder - District 2
2. Viraj Sinha - District 3
3. Arthur Kinzli - District 5
4. Steve Russo - District 5
5. Philip Richard Palisoul, II - District 6
6. Robert Morse - District 6
7. Jim Fitzpatrick - District 6

**Fairview Park Steering Committee** (5 Appointments)

1 Regular Member /Term Expiration of April 2025

2 Regular Members/Term Expiration of April 2023

1 Alternate Member/Term Expiration of April 2023

1 Alternate Member/Term Expiration of April 2025

Liaisons - Council Member Reynolds, Alternate Council Member Harlan and Council Member Chavez

The Fairview Park Steering Committee meets every other month and provides advice to the City Council regarding the implementation of the Fairview Park Master plan and impacts of Measure AA on Capital Improvement Program projects, maintenance and activities. Staff received fourteen (14) applications (attached) for five vacancies to be filled.

1. Todd Gerald Beckett-Frank - District 1
2. Priscilla Rocco - District 1
3. Cynthia D'Agosta - District 1
4. Joni Rolenaitis - District 1
5. Thomas Fanning - District 1
6. Daniel Joseph Baume - District 2
7. Kohl Crecelius - District 3
8. Edwin C. Glover Jr. - District 4
9. Deborah Koken - District 5
10. Dan Vozenilek - District 5
11. Mathew Garcia - District 5
12. Jeffrey Little - District 5
13. James Woodrow Erickson - District 5
14. Philip Richard Palisoul, II - District 6

**Historical Preservation Committee** (2 Appointments)

2 Alternate Members/Term Expiration of April 2024

Liaisons - Council Member Chavez, Alternate Council Member Harlan, and Council Member



## Reynolds

The Historical Preservation Committee meets monthly and serves to maintain, preserve, educate and promote the city's historical resources. Staff received five (5) applications (attached) for two vacancies to be filled.

1. Lambert Higuera - District 4
2. Philip Richard Palisoul, II - District 6
3. Elise Gates - District 6
4. Janice Hansen - District 6
5. Brian Israelson - District 6

### **Mobile Home Park Advisory Committee** (1 Appointment)

1 Independent Citizen At-large/Term Expiration of April 2023

Liaisons - Mayor Stephens, Alternate Council Member Chavez, and Council Member Reynolds

The Mobile Home Park Advisory Committee meets quarterly and addresses mobile home park issues and concerns in Costa Mesa. Staff received five (5) applications (attached) for one vacancy to be filled.

1. Wyatt Lin - District 5
2. Philip Richard Palisoul, II - District 6
3. Joy Young - District 6
4. Stacy Moffatt - District 6
5. Vienna HanselAshley - District 6

### **ANALYSIS:**

A total of 50 applicants have submitted applications for appointments to the Commissions/Committees in response to the City's press releases that were sent on August 10, 2022, August 12, 2022, August 22, 2022, and August 29, 2022.

### **ALTERNATIVES:**

City Council may choose not to make appointments to the Committees and Commission or to extend the recruitment period. City Council may also choose to phase out the alternate positions.

### **FISCAL REVIEW:**

Arts Commissioners will receive \$100.00 monthly. The stipend is included in the FY 22/23 Budget. Committee members receive no stipend.

### **LEGAL REVIEW:**

City Attorney has reviewed this report and has approved it as to form.

**CITY COUNCIL GOALS AND PRIORITIES:**

This item is administrative in nature.

**CONCLUSION:**

Staff recommends that the City Council make appointments to the Arts Commission and to the various City Committees.



# City of Costa Mesa

## Agenda Report

77 Fair Drive  
Costa Mesa, CA 92626

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**File #:** 22-851

**Meeting Date:** 9/20/2022

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**TITLE:**

**APPOINTMENTS TO THE ARTS COMMISSION AND VARIOUS CITY COMMITTEES**

**DEPARTMENT:** CITY MANAGER'S OFFICE/CITY CLERK DIVISION

**PRESENTED BY:** BRENDA GREEN, CITY CLERK

**CONTACT INFORMATION:** BRENDA GREEN, CITY CLERK, (714) 754-5221

**RECOMMENDATION:**

Staff recommends the City Council make appointments as follows:

1. Arts Commission - Seven (7) vacancies; four (4) appointments to fill vacancies with a term expiration of January 2024 and three (3) to fill vacancies with a term expiration of January 2026.
2. Animal Services Committee - Make two (2) alternate member appointments to fill the vacancies with term expiration of April 2024. Appointments by Council Member Gameros as liaison to the Committee.
3. Active Transportation Committee - Make one (1) alternate member appointment to fill the vacancy with term expiration of April 2024. Appointment by Council Member Harlan as liaison to the Committee.
4. Fairview Park Steering Committee - Make one (1) regular member appointment with a term expiration of April 2025, two (2) regular member appointments with a term expiration of April 2023, one (1) alternate member appointment with a term expiration of April 2023, and one (1) alternate member appointment with term expiration of April 2025. Appointments by Council Member Reynolds as liaison to the Committee.
5. Historical Preservation Committee - Make two (2) alternate member appointments to fill vacancies with a term expiration of April 2024. Appointments by Council Member Chavez as liaison to the Committee.
6. Mobile Home Park Advisory Committee - Make one (1) Independent Citizen At-large appointment to fill vacancy with a term expiration of April 2023. Appointment by Mayor Stephens as liaison to the Committee.

**BACKGROUND:**

**Arts, Commission** (7 Appointment)

4 Commissioners /Term Expiration of January 2024

### 3 Commissioners /Term Expiration of January 2026

The Arts Commission meets monthly, and represents the Council's desire for ongoing policy focus, along with responsible oversight of the City's investments in the Arts. To align with the motto of "City of the Arts," the City acknowledges the vital role the Arts play in the community.

The Arts Commission shall ensure that the City of Costa Mesa is a place where creativity can flourish; a place where imagination, inspiration, and innovation are held in high regard; a place where Arts Education is essential to all; and a place where Arts and Culture can promote civic pride and enrich the daily lives of the Costa Mesa community. Staff received fifteen (15) applications for vacancies to be filled (applications attached).

1. Todd Gerald Beckett-Frank - District 1
2. Charlene Ashendorf - District 1
3. Rocky Evans - District 1
4. Megan Leary - District 3
5. Justin Fong - District 4
6. Rhonda Valles - District 5
7. Allison Mann - District 5
8. Skeith DeWine - District 5
9. Philip Richard Palisoul, II - District 6
10. Alisa Ochoa - District 6
11. Samuel Abram Helm - District 6
12. Erica Luna - District 6
13. Holly McDonald - Non-Resident
14. Debora Wondercheck - Non-Resident
15. Heidi Zuckerman - Non-Resident

### **Animal Services Committee** (2 Appointments)

2 Alternate Members/Term Expiration of April 2024

Liaisons - Council Member Gameros, Alternate Council Member Harper

The Animal Services Committee meets monthly and assists with the planning of animal related events, explores and provides recommendations to improve animal services, and promotes pet licensing within the City. Staff received four (4) applications (attached) for two vacancies to be filled.

1. Emily Cummings-Nelson - District 2
2. Sarah Wilson - District 3
3. Philip Richard Palisoul, II - District 6
4. Elise Gates - District 6

### **Active Transportation Committee** (1 Appointment)

1 Alternate Member/Term Expiration of April 2024

Liaisons - Council Member Harlan, Alternate Council Member Reynolds

The Active Transportation Committee meets monthly and assists with the review, update and implementation of the City's Active Transportation Plan in order to make recommendations for their improvement to the City Council. Staff received seven (7) applications (attached) for one vacancy to be filled.

1. Aaron Snyder - District 2
2. Viraj Sinha - District 3
3. Arthur Kinzli - District 5
4. Steve Russo - District 5
5. Philip Richard Palisoul, II - District 6
6. Robert Morse - District 6
7. Jim Fitzpatrick - District 6

**Fairview Park Steering Committee** (5 Appointments)

1 Regular Member /Term Expiration of April 2025

2 Regular Members/Term Expiration of April 2023

1 Alternate Member/Term Expiration of April 2023

1 Alternate Member/Term Expiration of April 2025

Liaisons - Council Member Reynolds, Alternate Council Member Harlan and Council Member Chavez

The Fairview Park Steering Committee meets every other month and provides advice to the City Council regarding the implementation of the Fairview Park Master plan and impacts of Measure AA on Capital Improvement Program projects, maintenance and activities. Staff received fourteen (14) applications (attached) for five vacancies to be filled.

1. Todd Gerald Beckett-Frank - District 1
2. Priscilla Rocco - District 1
3. Cynthia D'Agosta - District 1
4. Joni Rolenaitis - District 1
5. Thomas Fanning - District 1
6. Daniel Joseph Baume - District 2
7. Kohl Crecelius - District 3
8. Edwin C. Glover Jr. - District 4
9. Deborah Koken - District 5
10. Dan Vozenilek - District 5
11. Mathew Garcia - District 5
12. Jeffrey Little - District 5
13. James Woodrow Erickson - District 5
14. Philip Richard Palisoul, II - District 6

**Historical Preservation Committee** (2 Appointments)

2 Alternate Members/Term Expiration of April 2024

Liaisons - Council Member Chavez, Alternate Council Member Harlan, and Council Member

## Reynolds

The Historical Preservation Committee meets monthly and serves to maintain, preserve, educate and promote the city's historical resources. Staff received five (5) applications (attached) for two vacancies to be filled.

1. Lambert Higuera - District 4
2. Philip Richard Palisoul, II - District 6
3. Elise Gates - District 6
4. Janice Hansen - District 6
5. Brian Israelson - District 6

### **Mobile Home Park Advisory Committee** (1 Appointment)

1 Independent Citizen At-large/Term Expiration of April 2023

Liaisons - Mayor Stephens, Alternate Council Member Chavez, and Council Member Reynolds

The Mobile Home Park Advisory Committee meets quarterly and addresses mobile home park issues and concerns in Costa Mesa. Staff received five (5) applications (attached) for one vacancy to be filled.

1. Wyatt Lin - District 5
2. Philip Richard Palisoul, II - District 6
3. Joy Young - District 6
4. Stacy Moffatt - District 6
5. Vienna HanselAshley - District 6

### **ANALYSIS:**

A total of 50 applicants have submitted applications for appointments to the Commissions/Committees in response to the City's press releases that were sent on August 10, 2022, August 12, 2022, August 22, 2022, and August 29, 2022.

### **ALTERNATIVES:**

City Council may choose not to make appointments to the Committees and Commission or to extend the recruitment period. City Council may also choose to phase out the alternate positions.

### **FISCAL REVIEW:**

Arts Commissioners will receive \$100.00 monthly. The stipend is included in the FY 22/23 Budget. Committee members receive no stipend.

### **LEGAL REVIEW:**

City Attorney has reviewed this report and has approved it as to form.

**CITY COUNCIL GOALS AND PRIORITIES:**

This item is administrative in nature.

**CONCLUSION:**

Staff recommends that the City Council make appointments to the Arts Commission and to the various City Committees.

#51

COMPLETE

**Collector:** Web Link 3 (Web Link)  
**Started:** Monday, August 15, 2022 2:28:41 PM  
**Last Modified:** Monday, August 15, 2022 2:51:39 PM  
**Time Spent:** 00:22:58  
**IP Address:** 99.83.4.76

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Page 1

Q1

Full Name:

Tod Gerald Beckett-Frank

Q2

Indicate the name of the Committee/Commission you are interested in serving on:

**Arts Commission (Complete Questions 9-17 on the Next Page)**

,

**Fairview Park Steering Committee**

Q3

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

Fairview Park Steering Committee: My husband and I have lived next to Fairview Park for over 26 years and we have an interest in helping to improve and maintain it. It's an incredible resource.

Q4

As a Committee/Commission member, what ideas or projects are of interest to you?

Improvement of paths through the less developed parts of the upper levels of Fairview Park, which would help preserve the wild nature of much of it.

Q5

Respondent skipped this question

Optional Resume:



**Q6**

Contact Information: Note: This contact information will not be posted on the City's website or distributed to the public. However, this information is still subject to release pursuant to the California Public Records Act.

Name: **Tod Beckett-Frank**

Address: 

City/Town: **Costa Mesa**

ZIP/Postal Code: **92626**

Email Address: 

Phone (cell): 

**Q7**

Signature Required

**By checking this box and typing my name below, I am electronically signing my application.**

**Q8**

Full Name:

Tod Gerald Beckett-Frank

Page 2: FOR ARTS COMMISSION APPLICANTS ONLY

**Q9**

Current or Most Recent Employer:

I am retired from Quest Diagnostics as of 6/2018.

**Q10**

Current of Most Recent Job Title:

Information Technology Demand Manager

**Q11**

Key Accomplishments:

I coordinated the prioritization of new software projects across Quest Diagnostics' 5 esoteric laboratories. I was the architect of the Nichols Institute SJC Laboratory Information System and managed software developers of that system.

**Q12**

Please share you background and experience or knowledge of the arts (visual and performing), arts education, arts administration and community outreach/engagement:

I have a BA in music from CSU Fullerton and am currently co-principal Horn for the Southern California Philharmonic, a community orchestra. I have been performing in various music ensembles for 50 years, including Saddleback College Symphony, Palomar College Symphony, Orange Coast College Symphony, Fullerton Civic Light Opera pit orchestra, South Coast Brass quintet and Amici d'Amelia woodwind quintet.

---

**Q13**

Why are you applying to be an Arts Commissioner for the city of Costa Mesa?

I would love to be more involved in the arts in Costa Mesa and to help preserve and expand our reputation in this area.

---

**Q14**

Please share you vision for the arts in Costa Mesa:

I would like to see further support for the arts at the community level. As a community (non-professional) musician, I have first-hand knowledge that participation in the arts continues past secondary and university education and during and after non-arts professional careers. It continues to enrich so many lives in our city.

---

**Q15**

Please share your experience in producing and or participating in arts and multicultural programming:

My experience with multicultural programming at this point is mainly as an audience member. There are opportunities to encourage more participation from those of us with and without arts backgrounds.

---

**Q16**

Please share any other relevant work experience, volunteer work, community activities or memberships:

I participated on the board of the 501(c)3 PFLAG South Orange County chapter for at least 10 years, 8 of them as treasurer. I am currently on the board for the Community Youth Orchestra of Orange County.

---

**Q17**

How did you hear about this opportunity?

I heard about this opportunity via the Costa Mesa emailed newsletter.

---

#56

COMPLETE

**Collector:** Web Link 3 (Web Link)  
**Started:** Monday, August 15, 2022 3:35:32 PM  
**Last Modified:** Wednesday, August 17, 2022 1:30:54 PM  
**Time Spent:** Over a day  
**IP Address:** 107.184.184.97

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Page 1

**Q1**

Full Name:

Charlene Ashendorf

---

**Q2**

**Arts Commission (Complete Questions 9-17 on the Next Page)**

Indicate the name of the Committee/Commission you are interested in serving on:

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**Q3**

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

Arts Commission

---

**Q4**

As a Committee/Commission member, what ideas or projects are of interest to you?

Intergenerational arts

Arts for all

Art in Public Spaces

Art incorporated in city parks, community centers and businesses

Creation of a creative art space in Costa Mesa for classes, performance, education and advancement of artists

Literary arts

---

**Q5**

**Respondent skipped this question**

Optional Resume:

---

**Q6**

Contact Information: Note: This contact information will not be posted on the City's website or distributed to the public. However, this information is still subject to release pursuant to the California Public Records Act.

Name: **Charlene Ashendorf**

Address: **[REDACTED]**

City/Town: **Costa Mesa**

ZIP/Postal Code: **92626**

Email Address: **[REDACTED]**

Phone (cell): **[REDACTED]**

**Q7**

Signature Required

**By checking this box and typing my name below, I am electronically signing my application.**

**Q8**

Full Name:

Charlene Ashendorf

Page 2: FOR ARTS COMMISSION APPLICANTS ONLY

**Q9**

Current or Most Recent Employer:

F/T community volunteer/advocate for all things Costa Mesa!

**Q10**

Current of Most Recent Job Title:

Parks And Community Services Commissioner, at-large; County of Orange Senior Citizen Advisory Council Member; State Committee Member for California P.E.O. Stella Carver Fund; Newport Mesa Unified School District Visual And Performing Arts (VAPA) Commissioner

**Q11**

Key Accomplishments:

In my recent years on the former Cultural Arts Committee: served as Chair; Successfully expanded The Exhibit at the Costa Mesa Senior Center from a display located in the stairwell to a 3-wall exhibition on the second floor; originally proposed the Arts and Culture Master Plan to the CAC; Served on the ACMP working group; as liaison to the NMUSD VAPA, I expanded community partners to include Vanguard University, Arts & Learning Conservancy, and Costa Mesa High School art educators. These relationships have increased program delivery at city art exhibits and events.

**Q12**

Please share you background and experience or knowledge of the arts (visual and performing), arts education, arts administration and community outreach/engagement:

In my 20 years as a resident of Costa Mesa, I have served on the Cultural Arts Committee for nearly 12 years in a variety of leadership roles, working groups and community events. As a four-year member of the Costa Mesa Senior Commission I not only served as chair, but also worked to create and support arts, crafts, intergenerational and cultural programming and introduced its first On PAR Social.

I began my writing career with a short story published in a children's publications at the age of 10. I have several award-winning poems and a published book of poetry and was named California Senior Citizen Poet Laureate. Professionally, I spent my career as a grant writer for nonprofit organizations.

---

**Q13**

Why are you applying to be an Arts Commissioner for the city of Costa Mesa?

I have invested the last several years in the arts, the master plan process as well as deepening connections, relationships and programs for arts for all. I believe in the value of arts, creatives and that Costa Mesa is a destination for the arts. I believe with a diverse commission, together we will engage, elevate and enthusiastically change the face of arts in our city.

---

**Q14**

Please share you vision for the arts in Costa Mesa:

I have been part of the visioning process for the Cultural Arts Committee as well as the Master Plan, I share the vision that Costa Mesa will be known as the city that promotes creativity, provides lifelong learning and celebrates visual and performing arts for all; in its neighborhoods, parks, walkways, businesses. My vision is that a city of the arts, its history and diverse culture will be a source of pride for all and in all we do.

---

**Q15**

Please share your experience in producing and or participating in arts and multicultural programming:

While there have been many experiences highlighted above, three experiences come to mind: 1) Serving as the Chair of the Cultural and Historical committee of the city's 60th Anniversary, I was able to unite groups to highlight the multifaceted art and talent in Costa Mesa; 2) As Chair, organized the first Bring Back the Scarecrow Festival to Goathill Junction; and 3) Five years ago, launched a program, Center 4 Creative Arts that program creative art programming to high-density communities in Costa Mesa.

---

**Q16**

Please share any other relevant work experience, volunteer work, community activities or memberships:

Friends of the Costa Mesa Libraries, Member; Costa Mesa Historical Society, Member; Costa Mesa Womens Club, Member; P.E.O. State Committee Member; Leadership Tomorrow.

---

**Q17**

How did you hear about this opportunity?

Because I have been involved in the formation of the Arts & Culture Master Plan prior to its adoption, I have followed this development of the Arts Commission from my time on the former City of Costa Mesa Cultural Arts Committee. I also saw the announcement on Instagram. Facebook, the Weekly City of Costa Mesa News as well as the city's website.

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#76

COMPLETE

**Collector:** Web Link 3 (Web Link)  
**Started:** Tuesday, September 06, 2022 1:30:18 PM  
**Last Modified:** Tuesday, September 06, 2022 1:57:51 PM  
**Time Spent:** 00:27:32  
**IP Address:** 76.91.68.236

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Page 1

**Q1**

Full Name:

Rocky Evans

---

**Q2**

**Arts Commission (Complete Questions 9-17 on the Next Page)**

Indicate the name of the Committee/Commission you are interested in serving on:

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**Q3**

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

I am a former Cultural Arts Committee Member, and I'd like to continue to donate my time to promote art and artists in our community. I have been fairly involved with the art community in our area for the past few years.

---

**Q4**

As a Committee/Commission member, what ideas or projects are of interest to you?

I'm an advocate for public art displays and events. I really like being on the subcommittee for Action Arts in the Park and ArtVenture.

---

**Q5**

**Respondent skipped this question**

Optional Resume:

---

**Q6**

Contact Information: Note: This contact information will not be posted on the City's website or distributed to the public. However, this information is still subject to release pursuant to the California Public Records Act.

Name: Rocky Evans  
Address: [REDACTED]  
Address 2: [REDACTED]  
City/Town: Costa Mesa  
ZIP/Postal Code: 92626  
Email Address: [REDACTED]  
Phone (cell): [REDACTED]

**Q7**

Signature Required

By checking this box and typing my name below, I am electronically signing my application.

**Q8**

Full Name:

Rocky Evans

Page 2: FOR ARTS COMMISSION APPLICANTS ONLY

**Q9**

Current or Most Recent Employer:

Dolbey and Company

**Q10**

Current of Most Recent Job Title:

Lead Senior Technical Engineer, Interface Analyst

**Q11**

Key Accomplishments:

At my main job? I fix more problems than I create. Created standards and procedures



**Q12**

Please share you background and experience or knowledge of the arts (visual and performing), arts education, arts administration and community outreach/engagement:

I've always been drawn to art. Got in trouble as a kid. I've taken visual arts and typography classes at Baker College in Flint and U of M Flint. I've been screen printing for decades and have taught screen printing, silicone mold making, woodworking, and welding. I've been a maker working out of Urban Workshop since 2015. I mostly make beer stuff because hey I like beer - and have worked with several breweries in OC and beyond to develop designs and create tap handles and other goods. I have learned a ton while on the Cultural Arts Committee - organizing and running an event, fundraising, advertising.

---

**Q13**

Why are you applying to be an Arts Commissioner for the city of Costa Mesa?

Hard to let go, eh? I enjoy participating in the community.

---

**Q14**

Please share you vision for the arts in Costa Mesa:

Artists getting paid by the City of the Arts is #1. Fun stuff to look at is #2.

---

**Q15**

Please share your experience in producing and or participating in arts and multicultural programming:

Most of my programming experience came from the Cultural Arts Committee. I'd often get assigned to different tasks for each project/event. A lot of it is brainstorming and thinking through the event, identifying options to investigate, and putting your action plan to work. With the Action Arts in the Park and ArtVenture events, we were pioneering some new territory at the time, so there was more discovery and guesswork in there. It's a bit easier with established events.

---

**Q16**

Please share any other relevant work experience, volunteer work, community activities or memberships:

I sat through a bunch of Parks & Recs meetings back in the day. Done quite a few Public Comments there and at City Council.

---

**Q17**

How did you hear about this opportunity?

It was on the final CAC agenda.

---

#44

COMPLETE

**Collector:** Web Link 3 (Web Link)  
**Started:** Wednesday, August 10, 2022 1:29:30 PM  
**Last Modified:** Wednesday, August 10, 2022 1:41:36 PM  
**Time Spent:** 00:12:05  
**IP Address:** 107.184.165.143

---

Page 1

**Q1**

Full Name:

Megan Leary

---

**Q2**

**Arts Commission (Complete Questions 9-17 on the Next Page)**

Indicate the name of the Committee/Commission you are interested in serving on:

---

**Q3**

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

I have a 3 year old daughter and I want her to grow up in a city that values and promotes the arts however feasible. Knowing I might be able to play a role in that would be especially meaningful. I am also a member of the local Costa Mesa/Santa Ana Chapter of the Moms Club and would love to be able to promote art as way for the children in that group to express themselves and plan more outings with art in mind.

---

**Q4**

As a Committee/Commission member, what ideas or projects are of interest to you?

Comedy in the park, quarterly plays in the community, promoting/starting an art walk

---

**Q5**

Optional Resume:

**Megan Leary Resume.pdf (165.3KB)**

---

**Q6**

Contact Information: Note: This contact information will not be posted on the City's website or distributed to the public. However, this information is still subject to release pursuant to the California Public Records Act.

Name: **Megan Leary**

Address: [REDACTED]

Address 2: [REDACTED]

City/Town: **Costa Mesa**

ZIP/Postal Code: **92626**

Email Address: [REDACTED]

Phone (cell): [REDACTED]

**Q7**

Signature Required

By checking this box and typing my name below, I am electronically signing my application.

**Q8**

Full Name:

Megan Leary

Page 2: FOR ARTS COMMISSION APPLICANTS ONLY

**Q9**

Current or Most Recent Employer:

Nextgen Healthcare

**Q10**

Current of Most Recent Job Title:

Contract Admin

**Q11**

Key Accomplishments:

While in the facility manager role for the company I successfully donated hundreds of dollars of office supplies to local schools and teachers during the pandemic

**Q12**

Please share you background and experience or knowledge of the arts (visual and performing), arts education, arts administration and community outreach/engagement:

I only have a background in my love of the arts: growing up watching musicals with my father, attending different art galleries with friends, going on dates with my husband to art museums and writing one of my college theses on the differences in dance techniques of Fred Astaire vs Gene Kelly.

---

**Q13**

Why are you applying to be an Arts Commissioner for the city of Costa Mesa?

I want to make sure Costa Mesa stays a City of the Arts and in fact grows in the role for my daughters educational career.

---

**Q14**

Please share you vision for the arts in Costa Mesa:

I'd like to start a monthly comedy night in the park, expand art walks in the area and make community plays more common.

---

**Q15**

Please share your experience in producing and or participating in arts and multicultural programming:

N/A

---

**Q16**

Please share any other relevant work experience, volunteer work, community activities or memberships:

I am secretary of the local chapter of the Moms Club. I volunteer with my current employer on a quarterly basis or when opportunities arise. I also volunteer with multiple voting rights advocacy groups, most recently VoteRiders, doing snail mail campaigns as well as text banks.

---

**Q17**

How did you hear about this opportunity?

Email from the City of Costa Mesa

---

# Megan Leary

Southern California • (714) 473-1452 • megan.marie.118@gmail.com

## Profile:

**Confident, Goal Oriented and Eager** with a talent for building relationships and mindfulness to details. Diversified skills and experience in management, facilities, healthcare, and customer service. A dedicated self-starter with distinct focus on creating a better work environment for the entire office team. Excellent organizational aptitudes and proven ability to positively influence co-workers.

## Employment History:

### **Office Coordinator/Facilities, NextGen: July 2017 - present**

- Work with national facility manager to arrange all work and repairs needed around the office
- Following office workflow procedures to ensure maximum efficiency
- Input facility vendor orders and purchase requisitions for facilities vendors
- Maintaining files and records with effective filing systems
- Supporting other teams with various administrative tasks
  - Redirecting calls, disseminating correspondence, scheduling meetings etc.
- Work with furniture vendors and staff to order and update furniture and supplies for office.
- Perform general maintenance of the facility and office equipment.
- Provide support duties to the organization as needed.
- Greet vendors, customers, job applicants and other visitors, and arrange for transportation services, when needed.
- Monitor office expenditures and handle all office contracts (rent, service etc.)
- Perform basic bookkeeping activities and update the accounting system
- Monitor office supplies inventory and place orders
- Assist in vendor relationship management

### **Billing Specialist, Front Office & Client Relations, Magnolia Medical: December 2015 – July 2017**

- Clinic work
  - Answer phones to schedule appointments for patients
  - Front desk: check in patients, collect payment, check out patients
  - Collections, facilities, etc.
  - Call in prior authorizations for prescriptions and verify insurance eligibility
- Direct marketing to doctor offices and addiction centers via visitations and marketing emails
- Weekly billing
  - Create and manage medical superbills for insurance billing
  - Organize and manage lab screens to send with superbills when applicable
- Work on Excel Spreadsheets for billing data tracking & QuickBooks
- Help build procedures and best practices
- Manage weekly metrics list
  - Generate reports to track patients and billing statistics for opening new offices

### **Office Coordinator/Executive Assistant, 10-4 Systems: January 2016 – January 2017**

- Managed the receptionist area, including greeting visitors and responding to telephone and in-person requests for information.
- Organize meetings and schedules
- Create Office Directory: list of employees, position, and picture
  - Worked on Microsoft Access to create an editable database with important and helpful employee information
- Organize travel and reservations for multiple executives in office
  - Book flights, hotels, register conferences, and reserve events at shows
  - Contact other executives to make sure they are registered & work with their travel accommodations when needed
- Create Culture & Company Handbook
  - Work with marketing manager to design a book to describe what it means to work for 10-4
  - Build up with feedback from long time employees & what makes 10-4 such a great company to work for
  - Arrange and plan company outings once a quarter
- Contracts for clients
- Work alongside Controller/Accounting Manager
  - Enter vendor bills and invoices into NetSuite and Zoho
  - Tracked payment schedule for various vendors to make sure payments were made on time

- Used Expensify, Excel and Certify to submit expense reports for multiple employees every month
- PTO Tracking
  - Created multiple Microsoft Excel Spreadsheets to track all of the employees requested days off
- Applicant Tracking System (ATS)
  - Data entry on ClearCompany.com
- New hire assistance

**Administrative Assistant, Vulcan Engineering: May 2015 – January 2016**

- Answer phones for sales leads and other internal customer service requests
- Grow other companies under the larger umbrella of Vulcan
- Working with existing steel and hydraulics customers and reaching out to new leads
- Organizing and managing orders and schedules
- Drawing up quotes for customers and businesses in the oil, gas and steel industries
- Managing current ordering processes and shipping deadlines
- Collaborating with vendors and contractors to get the best possible pricing and inventory for sales and shipping purposes
- Contacting our overseas manufacturer to custom build parts and fittings

**Manager, SalonCentric a L’Oreal Company: November 2010 – May 2015**

- Increased growth of partner companies of L’Oreal through the storefront of SalonCentric
- Managed staff, sales, merchandising and customer relations on an everyday basis.
- Hired and trained an ongoing number of employees within the company.
  - Used PowerPoint slides to help train new hires on policies and procedures with accompanying slides
- Tracked inventory to help move sales and stay on top of product that needed to be stocked more frequently to avoid losing sales
- Worked with staff and other management teams to work within scheduling expectations and keeping labor hours within proposed guidelines.
- Kept up with current monthly promotions in the company to further drive sales and profits in the company.
- Worked with our salon representatives to increase sales for them as well as drive business forward in the surrounding area

**Customer Service, Crate & Barrel: June 2005 – April 2011, and October 2017 – June 2019**

- Worked in the customer service office to answer customer’s phone calls which included but not limited to diffusing volatile situations, arranging deliveries around hectic schedules and working with vendors to issue credit and refunds to help save the company money
- Generated an average of \$60,000 every month in sales
- Customer Service Training: Diffusing Volatile Situations, Handling Objections
- Merchandising and product placement
- Holiday Department Manager for three years

Education & Development:

**B.A. Sociology – June 2008**

- University of California at Irvine – Irvine, CA
  - Relevant coursework: Human Studies, Gender Relations, and Political Science

Additional Skills

- Very proficient in Microsoft Word, Excel, Outlook and PowerPoint
- Types on average 70 words per minute
- Excellent customer service skills in person and on calls.
- Strong people skills
- Extremely good at time management and multitasking

#79

COMPLETE

**Collector:** Web Link 3 (Web Link)  
**Started:** Tuesday, September 06, 2022 9:34:20 PM  
**Last Modified:** Tuesday, September 06, 2022 9:44:36 PM  
**Time Spent:** 00:10:15  
**IP Address:** 201.174.135.52

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Page 1

**Q1**

Full Name:

Justin Fong

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**Q2**

**Arts Commission (Complete Questions 9-17 on the Next Page)**

Indicate the name of the Committee/Commission you are interested in serving on:

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**Q3**

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

My name is Justin Fong and I am interested in serving on the Arts Commission. I graduated from UCSD, majoring in International Studies and minoring in Photography, and received my JD/MBA from Washington University in St. Louis. I am currently the General Counsel of a mortgage lender and have experience in legal matters including real estate, commercial litigation, employment, and intellectual property. I am also a Board of Director for the Orange County Asian American Bar Association. I believe that based on my background in law, business, and community service, I have the necessary hard skills to serve on the Committee and help execute the necessary planning to help our community thrive.

Much more importantly though, I have a strong affinity for the arts and community service. During my college years I spent much time in the arts, as I spent my first summers working as a Getty Intern and helped with my local art institute. Additionally, I served on the Arts Committee this past year before it was dissolved.

---

#### Q4

As a Committee/Commission member, what ideas or projects are of interest to you?

If chosen to be a member of the committee, my goal would be to help supplement the great work the committee has already done. Here are a few ideas I have.

##### 1) Large Outdoor Art Classes

One idea would be to have once a month or a quarter a large scale art event where we have a local artist, or I was thinking of potentially one of the cities muralists (we could make this a condition of being accepted as a muralist), give a short 30min-1hour art lesson outside. I think it would be a great way to introduce people to the arts and also give them a connection to the murals that are painted.

##### 2) Connecting Generations

Events with elder people and young people. I think that there is a disconnect between the generations and it would be great to have events where young people get to learn from older folk. It could be potentially skill-oriented (elders teaching skills like woodworking or knitting).

#### Q5

Respondent skipped this question

Optional Resume:

#### Q6

Contact Information: Note: This contact information will not be posted on the City's website or distributed to the public. However, this information is still subject to release pursuant to the California Public Records Act.

Name:	Justin Fong
Address:	
City/Town:	COSTA MESA
ZIP/Postal Code:	92627
Email Address:	
Phone (cell):	

#### Q7

Signature Required

By checking this box and typing my name below, I am electronically signing my application.

#### Q8

Full Name:

Justin Fong



**Q9**

Current or Most Recent Employer:

AmWest Funding Corp.

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**Q10**

Current of Most Recent Job Title:

General Counsel

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**Q11**

Key Accomplishments:

Developing and reviewing legal operations, contracts, litigation, and policies for the company

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**Q12**

Please share you background and experience or knowledge of the arts (visual and performing), arts education, arts administration and community outreach/engagement:

I received a minor in Photography from UCSD and worked as a Getty intern. I was on the Costa Mesa Art Committee and am on the board for the Orange County Asian American Bar Association, several committees for the Orange County Bar Association, and the Association of Corporate Counsel.

---

**Q13**

Why are you applying to be an Arts Commissioner for the city of Costa Mesa?

I am applying to be an Arts Commissioner for the city of Costa Mesa because I have a strong affinity for the arts. I believe that Costa Mesa has done great things in the arts like the art galleries and utility boxes, and would love to further develop the arts within our city.

---

**Q14**

Please share you vision for the arts in Costa Mesa:

I would love to see more art throughout the city and more public galleries that are easily accessible. As a member of the arts committee, I know that it is not easy for the general public to reach several of the amazing galleries that the city has and think it would be great if there was a more public permanent location.

---

**Q15**

Please share your experience in producing and or participating in arts and multicultural programming:

I worked as member of the Costa Mesa Arts Committee in reviewing the utility box art and art galleries such as Art on the Fifth.

---

**Q16**

Please share any other relevant work experience, volunteer work, community activities or memberships:

I received a minor in Photography from UCSD and worked as a Getty intern. I was on the Costa Mesa Art Committee and am on the board for the Orange County Asian American Bar Association, several committees for the Orange County Bar Association, and the Association of Corporate Counsel.

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**Q17**

How did you hear about this opportunity?

As a member of the arts committee I was aware of it as part of the transition

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#54

COMPLETE

**Collector:** Web Link 3 (Web Link)  
**Started:** Monday, August 15, 2022 6:54:19 PM  
**Last Modified:** Monday, August 15, 2022 8:50:16 PM  
**Time Spent:** 01:55:56  
**IP Address:** 47.148.56.164

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Page 1

**Q1**

Full Name:

Rhonda valles

---

**Q2**

Indicate the name of the Committee/Commission you are interested in serving on:

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**Arts Commission (Complete Questions 9-17 on the Next Page)**

### Q3

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

Arts committee

As a lifelong Costa Mesa resident, current home owner, business owner and a professional recording and touring musician I would love to participate in the cities art committee.

I grew up in the bird streets in Mesa Verde, attended St Johns the Baptist, Adams Elementary, TeWinkle middle school, Estancia High and OCC.

I have always enjoyed supporting artists as I believe art can both define and direct a society. I believe the arts can invoke and inspire positivity and is a way to develop a harmonious positive engaged community.

As a resident and home owner I would like to contribute my time and insight to come up with and support ideas and events that promote local artists in their expression and their businesses. I am a big supporter of Local Business and keep it local.

I myself am an artist, a professional guitar player having performed at venues all around the region including OC Fair, Verizon Amphitheater, Honda Center and Universal Amphitheater to name a few., as well as radio appearances with the likes of the local legendary Poorman ( Jim Trenton), I would love to encourage and support local music events. Especially for young aspiring artists. My business career is rooted in the surf apparel industry. Raised and growing up amongst the Velcro Valley surf apparel pioneers my lineage includes direct roots to brands like Quiksilver, Gotcha, OP, Billabong, Jacks Surf and Vans to name a few. With this history I enjoy watching the new generation of young apparel designers and apparel artists continue the Costa Mesa legacy. Coming up with events and local ideas to support these artists and brands as well would be great!

I love inspiring positivity through the arts. I love seeing how the utility boxes have been painted and I'd like to participate in these types of ideas and decisions. I believe in positivity inspiring art that is unbiased and inclusive to all. Inspiring every type of person.

My music career details can be found on my website: [www.GuitarRhonda.com](http://www.GuitarRhonda.com)

My professional business career details can be found at: [www.RhondaV.com](http://www.RhondaV.com)

More details and letters of recommendations are available upon request.

Thank you for your consideration.

Rhonda

### Q4

As a Committee/Commission member, what ideas or projects are of interest to you?

Live music events in the parks or library. Participating in selecting for public art displays.

### Q5

Respondent skipped this question

Optional Resume:

**Q6**

Contact Information: Note: This contact information will not be posted on the City's website or distributed to the public. However, this information is still subject to release pursuant to the California Public Records Act.

Name: Rhonda vales  
Address: [REDACTED]  
Address 2: [REDACTED]  
City/Town: Costa Mesa  
ZIP/Postal Code: 92627  
Email Address: [REDACTED]  
Phone (cell): [REDACTED]

---

**Q7**

Signature Required

By checking this box and typing my name below, I am electronically signing my application.

---

**Q8**

Full Name:  
Rhonda valles

---

Page 2: FOR ARTS COMMISSION APPLICANTS ONLY

**Q9**

Current or Most Recent Employer:  
RhondaValles Inc.

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**Q10**

Current of Most Recent Job Title:  
Consultant

---

**Q11**

Key Accomplishments:  
Performer at many large concert venues throughout California. Television and radio performances.

---

**Q12**

Please share you background and experience or knowledge of the arts (visual and performing), arts education, arts administration and community outreach/engagement:

I was influential in organizing and orchestrating live performances and public relations events for my band. I have not participated in any events with the city however I would like to now that I have much free time due to my open and more relaxed work schedule.

---

**Q13**

Why are you applying to be an Arts Commissioner for the city of Costa Mesa?

Because I would like to participate in selecting events and artists who can both represent our amazing city it's history and it's growth. I am excited about our progress and passionate about our history. I would like to do some encourage perhaps the indigenous history of the city and all of our wonderful parks and nature. I strongly believe in community and encouraging our residents to be active and highlight the wonderful diversity we have and all the new amazing artistic people in many mediums from music, creative art to even culinary artists.

---

**Q14**

Please share you vision for the arts in Costa Mesa:

As noted above I love the growing diversity the community participation as well as exploring our amazing indigenous history. I believe that encouraging local interests buying shopping local, walking cycling, nature preservation and perhaps art exhibitions. I have ideas like walk through installations or museum activities or interactive exhibits.

---

**Q15**

Please share your experience in producing and or participating in arts and multicultural programming:

I'm interested in learning more about local events, helping guide and create new events and embracing our diversity while also educating the amazing indigenous history. This would be my first real involvement in producing programs.

---

**Q16**

Please share any other relevant work experience, volunteer work, community activities or memberships:

I'm my business I'm involved with military uniform production both here in OC and in other states. I have received high level small business certifications and have spoken at conferences to support native Americans and disability work programs for government business opportunities.

---

**Q17**

How did you hear about this opportunity?

Arlis Reynolds twitter post. :)

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#58

**COMPLETE**

**Collector:** Web Link 3 (Web Link)  
**Started:** Friday, August 19, 2022 1:34:54 PM  
**Last Modified:** Friday, August 19, 2022 2:47:08 PM  
**Time Spent:** 01:12:14  
**IP Address:** 104.28.85.168

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Page 1

**Q1**

Full Name:

Allison Mann

**Q2**

**Arts Commission (Complete Questions 9-17 on the Next Page)**

Indicate the name of the Committee/Commission you are interested in serving on:

**Q3**

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

I'm an avid patron of the Arts. I grew up in Los Angeles next door to my parents 49 seat Equity Waiver Theatre (The MET Theatre) from 1973-1985, and then the Theater moved to East into Hollywood (Santa Monica & Western) where the board of Directors consisted of my father James Gammon, Holly Hunter, Ed Harris, Beth Henley, Martin Kove and John Ashton among others. I worked have worked in every part of a 99seat and below Equity Waiver theatre. I was also an Ovation voter. I took over the Theater in 2000-2005. I built up a theater company to include: writers, directors, actors & actresses, improv and music directors as well as being a part of showcasing what I believed to be up-incoming talent to the likes of String Theory and Musical Acts. We did classical theater such as King Lear as well as new work by many new playwrights. We were also home to the Great Writers Series for many years. I also love opera, classical music, art museums and especially art openings. My husband has studied Art in College, so we both cherish any conversations that include past & present artistic motivation, artist history & possible meaning and symbolism. We are going to Segerstrom Arts Center tonight to see Hadestown and are looking forward to "To Kill a Mockingbird" in December. I was also actively involved in my childrens elementary school (Victoria Elementary) as a PTA member as well as VP and President. My passion runs deep when it comes to the Arts. I have 1 son at Mater Dei (freshman), 1 son at Ensign and 1 daughter at St. John the Baptist

**Q4**

As a Committee/Commission member, what ideas or projects are of interest to you?

Theatre, Art Shows, Classical Music Conservatory, Jazz, Concert Halls, Museums, Artist Q & A's, Movies, TV, SCFTA, SCR and living on the Westside of Costa Mesa gives me an opportunity to see young talent all over.

**Q5**

Respondent skipped this question

Optional Resume:

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**Q6**

Contact Information: Note: This contact information will not be posted on the City's website or distributed to the public. However, this information is still subject to release pursuant to the California Public Records Act.

Name: Allison Mann

Address: [REDACTED]

City/Town: Costa Mesa

ZIP/Postal Code: 92627

Email Address: [REDACTED]

Phone (cell): [REDACTED]

---

**Q7**

By checking this box and typing my name below, I am electronically signing my application.

Signature Required

---

**Q8**

Full Name:

Allison Mann

---

Page 2: FOR ARTS COMMISSION APPLICANTS ONLY

**Q9**

Current or Most Recent Employer:

Stay at home Mom for 15 years. Actress in LA for 20 years. And before that was an Owner & Designer with a denim Company called Ranahan Jeans.

---

**Q10**

Current of Most Recent Job Title:

Mom

---

**Q11**

Key Accomplishments:

3 children, Married to retired Orange County Sheriffs Sergeant. Also, the many plays produces and acted in and my past denim line.

---



## Q12

Please share you background and experience or knowledge of the arts (visual and performing), arts education, arts administration and community outreach/engagement:

I believe I put that in a previous box. I grew up in a theatre my parents (James & Nancy Gammon) owned and ran in LA from 1973-1985. In 1990 the theatre came back to life with the likes of Holly Hunter, Ed Harris, Beth Henley to name a small few of the many. We had the Great Writers Series and Radio Plays and many highly successful playwrights including Sam Shepard (whom my Dad was named as his muse in an interview for a magazine). After 10 years and a change over, I took the helm in 2000-2005 adding a theatre company to the mix with my sister Amy Gammon, Paul Koslo, Silas Weir Mitchell & Harris Fishman. After the theatre I started a denim line in LA's Fahion District called Ranahan Jeans. In 2008 I got married to Jason Mann and moved to Costa Mesa to raise our family.

---

## Q13

Why are you applying to be an Arts Commissioner for the city of Costa Mesa?

I feel I have a lot of experience and knowledge around so many forms of Art... and I miss being in that industry and would love to contribute what I can.

---

## Q14

Please share you vision for the arts in Costa Mesa:

I feel the Arts area in Costa Mesa (by Segerstrom Center for the Arts) is a wonderful area already... I would want to work on Art projects and building the community in Westside Costa Mesa... which already houses small artists lofts and galleries. I would love to help bring more life and vibrancy through Art to this area. Many small businesses are here with up and coming designers in all areas (fashion & home design) ... also, bring Music, Murals (by local artists) and there is also a Dance Studio as well as Surf/Skate Companies galore that work in the medium of Art, Music, Fashion and the like... it could be overflowing here right now.

---

## Q15

Please share your experience in producing and or participating in arts and multicultural programming:

I was also a PTA member on many committees as well as VP & President. SOY was a great organization that helped us with some multi cultural planning. We also had Heritage Days where kids were involved in bring custom dress, traditional recipes, etc... to school to share their unique Family perspective. I think ALL Art should at some point be referenced and celebrated from ALL Cultures past & present. It's so fun to see a real Indian Pow Wow or how Art was first painted on Rocks or Statues carved of wood or out of rock. Also variations in music and influences from all over the world that inspire our artists of today. Multi Cultural and Multi-Lingual Art is fascinating and is melding into the most interesting stars of today.

---

## Q16

Please share any other relevant work experience, volunteer work, community activities or memberships:

I'm a mother of 3 athletes. 2 boys, 1 girl. I was always an artist and my Family really only lived in that World. My father did plays in New York for Sam Shepard and was nominated for a Tony Award. I've been present for so many amazing artistic moments and experiences that I find prized beyond many things. I've worked for many non- profits, been an active fundraiser for our schools and individuals as well as causes. I believe it takes a village to raise a family and life would be so boring without Art.

---

**Q17**

How did you hear about this opportunity?

The Costa Mesa weekly snapshot by email.

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#73

COMPLETE

**Collector:** Web Link 3 (Web Link)  
**Started:** Friday, September 02, 2022 7:30:15 PM  
**Last Modified:** Friday, September 02, 2022 8:28:29 PM  
**Time Spent:** 00:58:14  
**IP Address:** 174.195.139.42

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Page 1

Q1

Full Name:

Skeith Sean Keith DeWine

---

Q2

**Arts Commission (Complete Questions 9-17 on the Next Page)**

Indicate the name of the Committee/Commission you are interested in serving on:

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Q3

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

1. My name is Skeith DeWine. I have been an artist and arts activist my entire life. I have been art arts educator both in art history and teaching various disciplines of arts either at local museums, community outreach programs or in the Los Angeles Juvenile Detention Camps working with youth at risk. I created my own art startup company Called the Leonardo Da Vinci Institute of Discovery where I teach other the benefits of combining science and art and naturalistic observations in order to create new technologies. I fought for artist affordable housing both at the regional and state levels for the City of Santa Ana. I am currently a real estate gent where one of my objectives is to help artists procure art space either for living, working or retail. I have done fund raising in various capacities for art exhibitions. I have exhibited at multiple museums and art galleries throughout California during my career. Additionally I have run one of the longest running operational art galleries in Orange County called T.S.A.G.I.C or "The Smallest Art Gallery In California. Many significant California Artists had their very first art exhibitions out of my space and our now in Museum collections throughout the United States and around the world.

---

#### Q4

As a Committee/Commission member, what ideas or projects are of interest to you?

To Bring a college of fashion to Costa Mesa. The city is the sports apparel capital of the world and I would like to spotlight that and bring the sports, apparel and art world into closer proximity utilizing a fashion college as the catalyst for starting a new direction for the city.

Create an affordable artist housing project for the city.

Create a community digital art and technology learning center where people can learn about making computer games, documentary film making and 3-D Printing and the latest trending technologies with applications in the fine arts and design.

A learning center at Banning Ranch where we teach our youth the combine studies of art, nature and science. A place where our youth can imagine, envision and create new technological breakthroughs through their closer connections and understandings of nature. I want our youth to have the opportunity to learn new skill sets in order to handle issues like global warming or instilling the abilities to understand the natural world at a higher degree and develop new technologies from those naturalistic studies. One oyster can clean five gallons of water a day but most people don't know that simple fact or how to apply it to clean contaminates in our soils?!?? This is just one example that I am setting down for this application.

#### Q5

Optional Resume:

!\_SDewine\_Arts\_resume (1) OC\_MASTER B.pdf (142.5KB)

#### Q6

Contact Information:Note: This contact information will not be posted on the City's website or distributed to the public. However, this information is still subject to release pursuant to the California Public Records Act.

Name:	Skeith DeWine
Address:	[REDACTED]
City/Town:	Costa Mesa
ZIP/Postal Code:	92627
Email Address:	[REDACTED]
Phone (cell):	[REDACTED]

#### Q7

Signature Required

By checking this box and typing my name below, I am electronically signing my application.

#### Q8

Full Name:

s.k.dewine

Page 2: FOR ARTS COMMISSION APPLICANTS ONLY

**Q9**

Current or Most Recent Employer:

Coldwell Banker, Newport Beach

---

**Q10**

Current of Most Recent Job Title:

Real Estate Agent

---

**Q11**

Key Accomplishments:

Key Accomplishments Founding member of the Santa Ana Artists Village Founder of the Santa Ana Artists Walk Revitalizing the Abbot Kinney, Venice Beach Artists District Creating the children art and design art program at the Peterson Museum of Automotive History Creating my own art/technology startup company and obtaining museum exhibitions and global media attention for my efforts. Having one of the longest operating art galleries in Orange County. Being a working thriving artist for over 25 years! Creation of the Lavender Underground – Smuggling Contraband or censored art into Russia and Iran along with other humanitarian endeavors.

---

**Q12**

Please share you background and experience or knowledge of the arts (visual and performing), arts education, arts administration and community outreach/engagement:

I have been an educator both in the science and art for the city of Los Angeles. In issues with Santa Ana I had to coordinate regularly with city council and media outlets in order to help establish the city as a major arts destination. The rigor of constant community outreach, event planning are a necessity in order to attract new artist to Orange County for the past 25 years.

I was the first to identify the Peterson Museum of Auto History need an arts education program and went about it myself to start the ball rolling with close communications with the LA Times and KCRW in order to garner support for efforts. And make the board see that they had a larger responsibility to the community then displaying expensive automotive.

I have a background in Italian Renaissance art history especially in the area of urban planning and design with coursework at Hard University and the Rhode Island School of Design. Over the years I have become adept at understanding and creating art cities or, the very least arts districts. Its a special skill where one needs to demonstrate to merchants that the arts are a vital tool to attract new commerce to a city and the privileges and hospitality requirements that brings. I come from a family of jazz musicians, screen writers and scenic and set designers.

I have over 60 museum or gallery exhibitions under my belt. Additionally, I have been a regular curator of gallery owner with exhibitions with artist from varied cultures, social and economic demographics. I have participated in a great many panel discussions on the fine arts over the years. I have been a civil rights activist utilizing my skill and knowledge of arts as my main tool to bring about social changes and justices.

I was employed at the Laguna Museum of art for over three years in the exhibition and display department.

---

### Q13

Why are you applying to be an Arts Commissioner for the city of Costa Mesa?

In the early 1990's I felt Costa Mesa did a very poor job supporting their arts community and spent the majority of it's time and financial efforts devoted to the development of it's Orange County Performing Arts Center. I felt left out in the cold and neglected as a visual artist in the city. When I lodged complaints with the city council of Costa Mesa it fell on deaf ears. So, I left and went onto to put all my efforts into the City of Santa Ana. The city was respectful and excited to have me. Years later the owner, of Juxtapose Art Magazine, Greg Escalante had seen my arts activism in Venice Beach, Ca and Santa Ana. He asked me to return to Costa Mesa and help bring fashion, sports and the fine arts into closer proximity of one another in order to formulate a new vibrant unexpected art scene. Greg wasn't only an arts entrepreneur but, an avid surfer. He was aware of my past arts activism. And, I figured since I am in Costa Mesa I can be one of many people to guide the city in a positive direction for artists so others do not leave the city out of disappointment like I did in the past. It's an opportunity to come full circle, rewrite history and empower other artists with the knowledge I have learned to apply towards grassroots art city community planning and development.

---

### Q14

Please share your vision for the arts in Costa Mesa:

I believe my vision of Costa Mesa falls into three categories. The first is to embrace, enhance and accelerate the overlooked fashion component of the city and spotlight it through the arts and upcoming Olympics the intersection that art can supply to support that. The second is to place Costa Mesa into a leadership role of environmental activism by utilizing the fine arts and Banning Ranch as a catalyst to initiate change or participation and heightened knowledge about our environment through fine art studies. Finally, to increase awareness and branding of Costa Mesa as a key art city within the Pacific Rim and extend invitations to other countries and cultures of the Pacific Rim to share their artistic and cultural customs within the city of Costa Mesa.

---

### Q15

Please share your experience in producing and or participating in arts and multicultural programming:

Participant in Media Arts Santa Ana - (MASA)

Educator and volunteer for the Los Angeles Unified School System working in the "Pregnant Minor Program".

Helping create an underground organization called the "Lavender Mafia" where we smuggled censored or controversial artwork on the back of postage stamps to be enlarged at later date and connect insular art communities to the outside world. Later through our work we were given locations of safe houses and encoded their locations in drawings and paintings. This work helped save lives in both Russia and Iran. You learn a few tricks when you grow up in a Jewish household.

On multiple occasions showcased trans and LGBTQ individuals artwork out of my art gallery.

Exhibited artwork of artists dealing with addictions and gave them a space to tell their personal narratives through art and utilize it as a source of therapy.

Exhibitions with key Native American and Latino artists out of my art gallery like Richard Vargas and political cartoonist Lalo Alcaraz.

---

**Q16**

Please share any other relevant work experience, volunteer work, community activities or memberships:

Media Arts Santa Ana, Urban Land Institute, member of the Newport Beach Chamber of Commerce, Ran workshops out of my art studio regarding art making or social/community projects for over 20 years.

Taught science and art in the LACOE Juvenile Detention Camps. Worked as a volunteer for "Poor Boy Industries", Worked in the Direct Mail Industry with family business. Designed backdrops and scenic designs for plays. Hosted fashion shows out of my art studios. Networked for years to bring the OC and LA art scenes closer together with many varied special events. Created the Leonardo Da Vinci Institute of Discovery - (combining science art and tech together into one single bundle, practicing architectural design and industrial design, grant writing. Currently working on a body of paintings and sculptures that capture Socal and Costa Mesa's skateboarding and surfing scenes.

---

**Q17**

How did you hear about this opportunity?

A roundabout way from Richard Stein in conjunction with Pocha Pena and Victor Payan and Lisa Berman. Some additional credit needs to go to Greg Escalante for talking me into coming back to the city. He got me fired up about accentuating Costa Mesa skateboard and surfing scene and have fun with it in the public spotlight if I was ever given the opportunity. You never really think of art as an "OPPORTUNITY" But, rather an obligation to help make changes with god gifted skill sets. Art changes everything and brings out the best qualities in humanity.

---



# SKEITH DEWINE

## ARTS ACTIVIST AND PLANNER

🏠 : 233 E. Bayfront  
Balboa Island, CA. 92662  
☎ : 310.804.5841  
✉ : dewine9@aol.com

### INTRODUCTION

---

I am an arts activist. Most recently advising and developing art live/workspaces for the City of Santa Ana and Orange County. Additionally, I have run a modest art gallery for over 10 years in Orange County. I was also an arts and science educator in the Los Angeles juvenile detention camps for youth at risk for five years. I am one of a small group of founding member of the Santa Ana Arts District and the cities monthly Santa Ana Arts Walk. I am looking to provide originality and innovation in a strategic way to an arts and culture institution in the areas of marketing and community engagement and positive interactions with the public and branding a city through its unique and diverse collective community.

I come from a family of jazz musicians and song writers. I, myself, have contributed to the development and success of the Orange County Fine Arts Scene for two decades. I would welcome the opportunity to meet with you to share the projects I have completed that will be a benefit to your institution's current needs for an arts supervisor. Some of my art related activism projects for Southern California have been featured on Spectrum News One and the LA Times. I am a champion for community engagement, all-inclusive arts programming and strengthening the vitality and longevity of a city through varied communications and the fine arts. I look forward to hearing from you and hope to set a mutually convenient time for a meeting.

Sincerely,  
Skeith DeWine





# SKEITH DEWINE

## ARTS AND ARTS ACTIVISM

🏠 : 233 E Bayfront  
Balboa Island, CA. 92662  
☎ : 310.804.5841  
✉ : dewine9@aol.com

### EDUCATION

#### RHODE ISLAND SCHOOL OF DESIGN

Architectural Design  
Painting & Drawing  
Art History

#### HARVARD UNIVERSITY

Urban City Planning & Dev  
of the Italian Renaissance  
Art history w/course work  
at M.I.T. Applied Design Dept.

#### CAL STATE UNIVERSITY OF FULLERTON

BA: Art History  
BA: Greek & Roman Philosophy

### CURRENT PROJECTS IN DEVELOPMENT

- Los Angeles Greenline Transportation Corridor
- Concepts/Designs for LA homeless crisis
- Green pedestrian corridors
- Outdoor cinemas for community engagement & economic development

\* Please see appendix for further details and references

### EXPERIENCE

#### META AFFORDABLE ARTIST HOUSING PROJECT

Orange County, CA / 2013 - 2021

- Educate city council and planning commission about new rules and regulations for new types of housing and available federal funding opportunities
- Define benefits of artists housing in a sanctuary city & opportunities for promoting ethnic diversity, and incorporating a children's art education facility into housing project.
- Organize committees for input about housing needs from cities residents and artists.
- Strong communications with city, state and federal government officials.
- Model making, designs and drawings to convey overview of project and facilities.

#### SANTA ANA COMMUNITY ARTS CITY PROJECT

Santa Ana, CA / Completed

- Re-branding the City of Santa Ana as an arts city by emphasizing the cities ethnic and social diversity. Consistent outreach to media outlets, exhibition programming and hosting artists from around the world in the city.
- Regular meetings with Santa Ana's City Council & Department of Economic development to communicate & procure necessary amenities to ensure the success of the city's arts programs.
- Established Santa Ana's Art Walk. In charge of P.R. & Marketing for the first 5 years to ensure its ongoing success. Invited new artists to the city & helped them establish new art bases.
- Opened and operated one of Santa Ana's first and longest running art galleries in the city.
- Regular exchange of ideas and information with the California Arts Council and museum curators for city wide arts programming and to bring the High School of the Arts to the city.
- Lead mentor/advisor in developing Santa Ana's Arts Master Plan.

#### CALIFORNIA DA VINCI INSTITUTE OF DISCOVERY

Costa Mesa / Venice Beach, CA / Current

- Educational workshops out of my design space how to integrate art & science together (S.T.E.A.M.)
- Grant writing for museum exhibitions and specialty projects.
- Developed children's art & automotive design program at Peterson Museum of Auto History.
- Research and preservation of Italian Renaissance Art and Cultural Histories.
- Cost and analysis for specialty projects for museum and gallery exhibitions.
- Feature stories and P.R. with KCRW's Artbound, Spectrum News and Los Angeles Times.
- Lecturer at So Cal Universities on designing new technologies by studying nature. (Biomimicry)
- Interactions with CA college architecture departments and M.I.T.s Logistic Depart.
- U.C.R Museum exhibition for housing designs in non-terrestrial environments.
- Concepts and designs to tackle Los Angeles homeless crisis.
- Creating outdoor cinema center for community engagement.

### SKILLS/CERTIFICATIONS/OTHER

- California Department of Real Estate License CalDRE # 02093079
- Regular communications with politicians and city planners of Los Angeles and OC.
- Create specialty projects that enhance community engagement, economic development, and children's education opportunities for a city. These projects lay the foundations for a city to go through revitalization and redevelopment processes.
- Member of OC chapters of ULI and Chamber of Commerce.
- Regular studies in sustainable building and construction technologies.
- Writing and Harvard University Research Assistant.
- Created the art/design outreach program for the Peterson Museum of Auto History.
- Regular contributor to housing elements of coastal cities of OC for the past year.
- Family business compilers of real estate transaction data in CA for past 30 years.
- Extensive R&D in homeless housing solutions.
- Specialist in direct mail for strategic marketing

#49

COMPLETE

**Collector:** Web Link 3 (Web Link)  
**Started:** Monday, August 15, 2022 1:12:07 PM  
**Last Modified:** Monday, August 15, 2022 1:34:04 PM  
**Time Spent:** 00:21:56  
**IP Address:** 209.198.211.126

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Page 1

**Q1**

Full Name:

Philip Richard Palisoul, II

---

**Q2**

Indicate the name of the Committee/Commission you are interested in serving on:

**Arts Commission (Complete Questions 9-17 on the Next Page)**

,

**Animal Services Committee,**

**Active Transportation Committee,**

**Fairview Park Steering Committee,**

**Historical Preservation Committee,**

**Mobile Home Park Advisory Committee**

---

**Q3**

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

I'd love to be able to give back to the Community in anyway possible and thing this would be a great way to start. As a resident of Costa Mesa for the last 15+ years and as a father of two, I'd love to help make Costa Mesa safer through the Active Transportation Committee.

---

**Q4**

As a Committee/Commission member, what ideas or projects are of interest to you?

Anything to help make Costa Mesa a safer place for the residents.

---

**Q5**

Optional Resume:

**PhilPalisoulResumeAugust2022.docx (19.5KB)**

---

**Q6**

Contact Information:Note: This contact information will not be posted on the City's website or distributed to the public. However, this information is still subject to release pursuant to the California Public Records Act.

Name:	<b>Phil Palisoul</b>
Address:	<b>[REDACTED]</b>
City/Town:	<b>Costa Mesa</b>
ZIP/Postal Code:	<b>92627</b>
Email Address:	<b>[REDACTED]</b>
Phone (cell):	<b>[REDACTED]</b>

---

**Q7**

Signature Required

**By checking this box and typing my name below, I am electronically signing my application.**

---

**Q8**

Full Name:

Philip Richard Palisoul, II

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Page 2: FOR ARTS COMMISSION APPLICANTS ONLY

**Q9**

Current or Most Recent Employer:

Omnia Pacific Construction

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**Q10**

Current of Most Recent Job Title:

Director of Business Development and Project Management

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**Q11**

**Respondent skipped this question**

Key Accomplishments:

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**Q12**

Please share you background and experience or knowledge of the arts (visual and performing), arts education, arts administration and community outreach/engagement:

In college, I took numerous art history classes. I have also been lucky enough to travel to numerous art museums all throughout the US and Europe.

---

**Q13**

Why are you applying to be an Arts Commissioner for the city of Costa Mesa?

To help the Costa Mesa Art Community be protected and celebrated and to provide citizens of this city access to the arts.

---

**Q14**

Please share you vision for the arts in Costa Mesa:

I would love to see Costa Mesa be City where arts flourish. I think this would be a huge benefit not only to the art community but also to all the citizens of this City that art touches.

---

**Q15**

Please share your experience in producing and or participating in arts and multicultural programming:

Unfortunately, none. However, I love all forms of art and would love to help in anyway I can.

---

**Q16**

Please share any other relevant work experience, volunteer work, community activities or memberships:

I have uploaded my resume for my work and educational experience. I am also a volunteer for AYSO and have been for the last three of four years.

---

**Q17**

How did you hear about this opportunity?

I saw it online.

---

# PHIL R. PALISOUL

458 Flower Street – Costa Mesa CA 92687 • palisoul@gmail.com • 949-887-2954

## EXPERIENCED BUSINESS DEVELOPMENT AND PROJECT MANAGER

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### PROFESSIONAL EXPERIENCE

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#### Director of Business Development and Project Management

**Omnia Pacific Construction, Orange, CA** <http://www.omniapacific.com> April 2019 to Present

- Increase sales from \$200,000 to over \$1.9 million in multi-family/retail/office projects
- Develop marketing strategy with Executive Team for company moving forward
- Create new relationships and foster existing relationships to drive sales
- Work with company President to identify new business opportunities and revenue streams
- Manage all projects from bid to completion to ensure satisfied clients and to create future opportunities
- Attend (in person and virtual) industry events as primary representative for company

#### Project Manager

**Jones Lang LaSalle, Irvine, CA** <http://www.jll.com/>

March 2018 to April 2019

- Manage multiple retail location developments throughout Southern California from project kickoff to close out
- Coordinate tenant improvement projects including selection of contractors at Manhattan Village Shopping Center
- Lead multiple construction teams to complete concurrent tenant improvement projects and new construction projects
- Develop project construction budgets and schedules to maximize profitability and pace of work
- Maintain excellent relationships between vendors, key stakeholders and the client

#### Managing Director/COO

**Gen Next, Newport Beach CA** <http://www.gennext.com>

November 2013 to March 2018

- Director level Manager overseeing remote team of Regional Directors focus on expansion across United States
- Directly responsible for increasing membership buy-in of C level executives into organization nationwide
- Responsible for routine updating and presentations to Board of Directors and key stakeholders
- Project Management in efficiency changes such as complete rollout of Salesforce CRM

#### Senior Project Manager

**Craig Realty Group, Newport Beach CA** <http://www.craigrealtygroup.com/>

January 2011 to November 2013

- Managed large expansion and development projects for Off-Price Retail Centers
- Budgeted complete project – developed, monitored and controlled all budget aspects
- Managed entitlement process – worked to get all necessary permits and government approvals for zoning and municipalities
- Redeveloped and managed bid process for new construction projects including negotiations with General Contractors
- Project List: Woodburn Phase Four Development 78,000sf, Citadel Phase Four 60,000sf., preplanning and entitlement for Outlets at San Clemente, entitlement for Cabazon

#### Project Manager

**Craig Realty Group, Newport Beach CA** <http://www.craigrealtygroup.com/>

March 2008 to January 2011

- Off-Price Retail Center Project Management and Development
  - Tenant improvement and property management
  - Managed various construction projects on site with subcontractors including roofing, fire and safety systems, parking lot replacements, etc.
  - Analyzed all bids and negotiated contracts with contractors on all projects
  - Project List: Managed leasing and tenant improvement for Green River property with 20 tenant spaces and approximately 176,000sf, Citadel Phase Three 77,000sf.

**Construction Department Assistant**

**Craig Realty Group, Newport Beach CA** <http://www.craigrealtygroup.com/>

2006 to March 2008

- Off-Price Retail Center Construction Assistant
  - Effectively managed multiple retail and industrial centers including negotiating and writing leases
  - Signage review and approvals
  - Streamlined the bidding process to ensure more accurate hard bids and to meet budget targets

**Executive Director**

**Non-profit political organization, Los Angeles CA**

2004 to 2006

- Coordinated county party activities, fundraising and Get Out The Vote efforts for the largest county in the United States
- Managed a team of 10 employees and interns to maximize communication and efficiency with party volunteers
- Organized over 600 county-wide precinct captains, district chairmen and coalition chairmen resulting in 100,000 more voters

**West Coast Director**

**Leadership Institute San Diego CA** <http://www.leadershipinstitute.org/>

2003 to 2004

- Served as the charter leader, organizing the network throughout the West and Pacific Northwest
- Advanced the infrastructure and network support, provisioning resources and a 24 hour rapid response program
- Authored curriculum for the accelerated leadership program; developed training and facilitated learning

---

**EDUCATION**

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**Master's Degree in Business Administration, University of California at Irvine**

**2009**

- **Marketing Project Leader:** Verizon Wireless Integration Project: created the sales consolidation and implementation plan
- **Advanced Coursework included:** Project Management in a Changing Culture, Organizational Development, Technology in Project Management, Sustaining Output Methodology and Statistical Methodology in Project Management

**Bachelor of Arts Degree in International Relations, University of California at San Diego**

**2003**

- Captain of the Men's Varsity Crew Team

**CONTINUING EDUCATION**

**PRESENT**

- **Project Management Professional Certification (in progress), Project Management Institute**
  - <http://www.pmi.org/Certification>

**VOLUNTEER WORK**

**Salvation Army**, [www.salvationarmy.org](http://www.salvationarmy.org) - collection of food for families in need

**Toys for Tots**, [www.toysfortots.org](http://www.toysfortots.org) - collection of Christmas gifts for families in need

#57

COMPLETE

**Collector:** Web Link 3 (Web Link)  
**Started:** Thursday, August 18, 2022 2:04:33 PM  
**Last Modified:** Thursday, August 18, 2022 9:21:46 PM  
**Time Spent:** 07:17:13  
**IP Address:** 104.178.236.55

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Page 1

**Q1**

Full Name:

Alisa Ochoa

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**Q2**

**Arts Commission (Complete Questions 9-17 on the Next Page)**

Indicate the name of the Committee/Commission you are interested in serving on:

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**Q3**

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

I am an artist, visual art professional, and parent living in Costa Mesa. In my 10+ years working in the visual arts, I have helped private clients build collections, coordinated public art installations, and advocated for youth arts education programs. Additionally, I am a practicing artist have exhibited nationally with reviews online and in print, including The Los Angeles Times.

---

**Q4**

As a Committee/Commission member, what ideas or projects are of interest to you?

If our city positions itself as "City of the Arts," then I think we need to do better bolstering the visual arts. I love the Segerstrom Center, and am excited for the re-opening of Orange County Museum of Art— but it should not exist in one center but instead, spread like a rhizome, enriching and reflecting all the neighborhoods within Costa Mesa. There is so much talent here, and not enough opportunity and pathways for support. I have so many ideas to make visual arts more fully integrated our cityscape in meaningful ways. One idea is to commission public art (in partnership with local businesses and public school art programs).

---

**Q5**

**Respondent skipped this question**

Optional Resume:

---

**Q6**

Contact Information: Note: This contact information will not be posted on the City's website or distributed to the public. However, this information is still subject to release pursuant to the California Public Records Act.

Name: **Alisa Ochoa**

Address: 

City/Town: **Costa Mesa**

ZIP/Postal Code: **92627**

Email Address: 

Phone (cell): 

**Q7**

Signature Required

By checking this box and typing my name below, I am electronically signing my application.

**Q8**

Full Name:

Alisa Ochoa

Page 2: FOR ARTS COMMISSION APPLICANTS ONLY

**Q9**

Current or Most Recent Employer:

Self-employed with clients in Switzerland, New York, Texas, and Los Angeles

**Q10**

Current of Most Recent Job Title:

Curator and Collections Manager

**Q11**

Key Accomplishments:

I established protocols for organizing and handling thirty years worth of data, and implemented museum standards for maintaining objects in the collection. In an inventory audit, I recovered artworks valued at \$2.5M. Required international travel took me to Switzerland, France, and Germany, where I worked with curatorial and exhibition staff from major art museums such as, Beyeler Foundation, Schirn Kunsthalle Frankfurt, and Whitney Museum of American Art.



**Q12**

Please share you background and experience or knowledge of the arts (visual and performing), arts education, arts administration and community outreach/engagement:

I consult with clients on best strategies for collections preservation, presentation, and growth; Oversee installation and handling of art in private residences and major museum retrospectives in US and abroad.

---

**Q13**

Why are you applying to be an Arts Commissioner for the city of Costa Mesa?

I love Costa Mesa and am passionate about visual art.

---

**Q14**

Please share you vision for the arts in Costa Mesa:

The most prominent public mural in my neighborhood was created by an artist living outside of Costa Mesa. While pretty, I think a lot of residents, myself included, long for authenticity that reflects us. In doing so, this would increase both our cultural capital but community engagement.

---

**Q15**

Please share your experience in producing and or participating in arts and multicultural programming:

See 12 and 16 for detailed experiences. I am thrilled by the possibility of using my professional and personal expertise to grow and support our community.

---

**Q16**

Please share any other relevant work experience, volunteer work, community activities or memberships:

I am a member of Tiger Strikes Asteroid, a 501c3 non-profit network of independently programmed, artist-run exhibition spaces with locations in Philadelphia, New York, Los Angeles, Chicago, and Greenville, SC. We strive to foster relationships between artists from all career stages, lifting up underrepresented work and voices.

I am also a member of Kaiser Woodland Elementary Parent Faculty Organization and classroom volunteer.

Last summer I taught visual art and design courses at the state-sponsored program California Summer School for the Arts. It was a delight to serve high school students.

---

**Q17**

How did you hear about this opportunity?

Instagram

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#72

COMPLETE

**Collector:** Web Link 3 (Web Link)  
**Started:** Thursday, September 01, 2022 4:06:59 PM  
**Last Modified:** Thursday, September 01, 2022 5:54:36 PM  
**Time Spent:** 01:47:36  
**IP Address:** 104.34.18.60

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Page 1

**Q1**

Full Name:

Samuel Abram Helm

---

**Q2**

**Arts Commission (Complete Questions 9-17 on the Next Page)**

Indicate the name of the Committee/Commission you are interested in serving on:

---

**Q3**

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

I have attended numerous Art Commission meetings. I have found the people there to be a wonderful group of dedicated, civic-minded individuals striving to support local artists and the whole spectrum of arts in the city. I would like to be a part of their efforts and that of the city's.

I am now retired. I am an artist and an author of numerous poetry books. I am continuing my local political activism (Dem. Club-former board member, helping with campaigns, etc.).

I have three university degrees (BS, MA, MPA) in political science/economics/political philosophy and public affairs management. In addition, aside from a highly diverse, early life in small business operations/ownership, I have held various positions in local and state government (Indiana), local, state, and Congressional campaign management and consulting, plus about two decades as a new products design and development consultant (numerous US and Asian clients).

---

**Q4**

As a Committee/Commission member, what ideas or projects are of interest to you?

Aside from advancing the Commissions general plan, (1) I would like to see the city and community provide more opportunities for local artists to advance their art careers/practices, including more opportunities to display their art.

(2) I would like to see advancement of a program for local artists who make use of the computer to composed their art.

(3) I would like to see advancement of city and community support for performance opportunities for the numerous, avocational type, local performing artists.

(4) In addition, I would like to see more advancement of the city's profile as the "city of the arts," especially by involving local, regional and state interested parties, both private and public.

**Q5**

Respondent skipped this question

Optional Resume:

**Q6**


Contact Information:Note: This contact information will not be posted on the City's website or distributed to the public. However, this information is still subject to release pursuant to the California Public Records Act.

Name: **Samuel Abram Helm**

Address: 

City/Town: **Costa Mesa**

ZIP/Postal Code: **92627**

Email Address: 

Phone (cell): 

**Q7**

By checking this box and typing my name below, I am electronically signing my application.

Signature Required

**Q8**

Full Name:

Samuel Abram Helm

**Q9**

Current or Most Recent Employer:

Retired for numerous years. Was a new product designer and development consultant for about two decades.

---

**Q10**

Current of Most Recent Job Title:

Retired - now an avocational artist and writer

---

**Q11**

Key Accomplishments:

Professionally speaking, my education, my social work early in life, my work as Program Director at the Commission of Public Records for the State of Indiana, my new product development work with numerous US and Asian region manufacturers and wholesalers, my work in political campaigns, my voluminous pieces of fine art, and my five books of poetry

---

**Q12**

Please share you background and experience or knowledge of the arts (visual and performing), arts education, arts administration and community outreach/engagement:

I have had a life-long interest in all of the arts. The last several years I have created scores of pieces of art drawings (I use the computer to do this). In addition, I have written numerous books (self-published) of poetry. From my high school years on, I have created numerous, highly innovative pieces of experimental art. Early in life I had a light-show oriented night club in which I employed numerous rock bands.

I have organized, while in state government, numerous computer expos/exhibits. I am presently working on a website to support poetry performances. I have also done work for the Hope Initiative organization (Indiana) for a few years, one of its projects was promotion of local arts/crafts practitioners.

---

**Q13**

Why are you applying to be an Arts Commissioner for the city of Costa Mesa?

Aside from the foregoing explanations, I have moved to Costa Mesa for my retirement; I have lived here six years. I am becoming increasingly involved the community, trying to do my part, doing my civic duty. I can further that endeavor as a member of the Arts Commission.

---

**Q14**

Please share you vision for the arts in Costa Mesa:

Aside from my foregoing explanations, I support the Arts Commission's general plan. I would only add that I would like to assist with raising the visibility of art in the city, as well as improving its business side for local artists.

---

**Q15**

Please share your experience in producing and or participating in arts and multicultural programming:

One of the wonderful aspects of the city of Costa Mesa is that it is the very model of success through diversity. My experience is limited in multicultural programming, but not my enthusiasm for it. Aside from my foregoing responses on this topic, I have displayed many of my art pieces in the community, including several pieces at the Art Venture and a large exhibit at the Senior Center, some of which focused on diversity issues. My art, and most of my poetry, focuses seriously on issues with the human condition.

---

**Q16**

Please share any other relevant work experience, volunteer work, community activities or memberships:

I will leave it with my foregoing numerous responses.

---

**Q17**

How did you hear about this opportunity?

I have attended numerous Art Commission meetings (not since the pandemic, though), I am familiar with numerous local officials and their announcements, one of which is this position.

---

If you **DO NOT** receive a confirmation, please contact our office as soon as possible at  
(714) 754-5225.

## City of Costa Mesa Application for Commission/Committee Appointment

All information on this page only, is considered public information and will be released to the public, including being posted on the City's website.

Name: Erica Lucia

Indicate the name of the Commission or Committee you are interested in serving on:  
Arts Commission



City of Costa Mesa  
77 Fair Drive, Costa Mesa, CA 92626

1. Indicate why you wish to serve on this Commission/Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Commission/Committee. A resume (optional) may be attached. (Note: All information contained on the resume is public information, will be distributed to the public and posted on the City's website).

As a lifelong lover of the arts, one of the key attributes that stood out to me when I first considered moving to Costa Mesa was the vibrant presence that the arts has within the City's fabric. Through beautification projects in public spaces to premiere performing arts venues, Costa Mesa's dedication to being the "City of Arts" interweaves a shared sense of identity across its varied neighborhoods.

It is that sense of community that welcomes residents and visitors to our City to live and learn alongside one another. In a continuously fractured society, the arts are the vehicle to connect community members through shared cultural experiences.

It is through my deep appreciation for the arts and reverence for public service that I wish to serve on the Arts Commission. If selected, I will advocate for the fostering of arts education and implementation of programs in our City, and work diligently to oversee the City Council's arts investments. My professional background in public service as the District Director for a California State Senator, and my educational foundation from Dodge College of Film and Media Arts at Chapman University provide with the necessary experience to serve on this commission.

2. As a Commission/Committee member, what ideas or projects are of interest to you?

I am greatly interested in serving on the Arts Commission and working to advise the City Council on investments that can be made to fulfill the City's Arts and Culture Master Plan. My background in local government equips me with the tools to conduct studies and hearings to inform the creation of policies and plans to meet these goals. I have experience in partnering with private companies and organizations, and in studying public grant funding opportunities, which I would apply in a role on the Arts Commission.

**3. FOR ARTS COMMISSION APPLICANTS ONLY**

Please complete the additional Arts Commission questionnaire and include with this application.

**Note:** This contact information will not be posted on the City's website or distributed to the public. However, this information is still subject to release pursuant to the California Public Records Act.

**4. Contact Information:**

**Name:** Erica Lucia  
**Street:** [REDACTED]  
**City:** Costa Mesa **Zip:** 92627  
**Phone (cell):** [REDACTED] **(home):**                       
**E-mail Address:** [REDACTED]

**Note:** Once appointed, Commission/Committee members must complete an Oath of Allegiance, administered by the City Clerk, required by Article XX, Section 3, of the Constitution of the State of California.

☒ By checking this box and typing my name below, I am electronically signing my application.

**Signature:** Erica Lucia **Date:** 09-07-2022

**Please submit application by mail, email or deliver in person to City Hall (77 Fair Drive) no later than 5 p.m. on Wednesday, September 7, 2022.**

**Mailing Address:** **City Clerk's Office**  
**City of Costa Mesa**  
P.O. Box 1200  
Costa Mesa, CA 92628-1200  
Phone: (714) 754-5225  
Fax: (714) 754-4942  
[cityclerk@costamesaca.gov](mailto:cityclerk@costamesaca.gov)



## City of Costa Mesa Arts Commission Questionnaire

### FOR ARTS COMMISSION APPLICANTS ONLY

1. Current or Most Recent Employer: California State Senate (December 2020-present)
  
2. Current or Most Recent Job Title: District Director (current)
  
3. Key Accomplishments: Promoted from District Representative position to District Director to oversee team of seven district staff and serve constituency of over 900,000 residents.  
Direct community events, press conferences, and programs for Senate District.
  
4. Please share your background and experience or knowledge of the arts (visual and performing), arts education, arts administration and community outreach/engagement:  
  

My arts education began at a young age with dance and theatre programs, and visual arts courses. I continued my theatre training while I was a young adult, studying acting, directing, and theatre technology, and held various positions in the performing arts industries. I obtained my Bachelor of Arts in Public Relations and Advertising from Chapman University's Dodge College of Film and Media Arts, and minored in Political Science.

While in college, I worked as a Student Theater Technician at Musco Center for the Arts, where I learned the disciplines of stage management, lighting and sound design, event production, and marketing. I also had the chance to work as the Finance Director and then Communications and Promotions Radio for Chapman Radio, the University's largest on-campus organization and Princeton Review's highest ranked online-online college radio program. This afforded me the opportunity to oversee the program budget and work with artist and venue managers to plan music events. Additionally, I worked as a Production Assistant at the B.E.T. Awards, and held internships in International Marketing and Publicity at NBCUniversal.

My love of civics and passion for local government led me to work on a number of local political campaigns and causes, one of which resulted in my current position as the District Director for a California State Senator. In this role I have the privilege of serving constituents in 16 Southern California cities, engaging with key stakeholders and conducting community outreach in order to best serve our district.
  
5. Why are you applying to be an Arts Commissioner for the City of Costa Mesa?  
  

I feel a strong sense of duty to serve one's community, and I believe my professional and educational background has equipped me with the necessary knowledge and training to serve on the Arts Commission. I want to be a part of Costa Mesa's next chapters, and represent my generation at the tables where decisions are being made about where to invest in our community. Our City should continue to serve as an arts and cultural hub not in Orange County, and beyond. Our families should know that by raising their children here, they are making an investment in their futures, with the opportunity to become well-rounded, engaged citizens with an appreciation for the cultures around them.
  
6. Please share your vision for the arts in Costa Mesa:  
  

I see "The City of Arts" serving as a focal point for residents and visitors of Orange County to engage in arts education, whether that be in a walk by a beautiful public art display, or with their family at a community art showcase or event. Costa Mesa will be the place that people in Southern California flock to for positive, culturally enriching entertainment. This can be accomplished through partnerships with incredible local artists and organizations to provide opportunities and experiences to the community. Acquiring support and funding through partner organizations or grant programs will be a key role that the Arts Commission plays.



**7. Please share your experience in producing and or participating in arts and multicultural programming:**

In my current professional role, I have had the privilege on working on a number of cultural and art-related events and programs, most recently supporting our office's partnership with Chosun University, the California Taekwondo Committee, and Dosan Ahnchangho Memorial Foundation of the Americas to host an educational program for Taekwondo Day. This event celebrated beloved traditions in Korean culture and included dance and choir performances and was attended by many community members, public officials, and the Consul General of South Korea. Additionally, I am working with our team to host the third annual Mid-Autumn Moon Festival, which provides traditional Vietnamese performances and customs to the community. These types of events invite members of that culture and neighbors alike to partake in cultural and arts programming. These sorts of experiences can bridge cultural divides and foster appreciation for one another's customs and traditions.

Additionally, my experience extends to programming radio show content during my time with Chapman Radio, and coordinating music festival events. I also have been able to direct performances in theater and enter those pieces at competition. I co-directed a one-act play about gun violence in schools at the Lenaea Festival, where I previously received a Gold Award for a Monologue Performance.

**8. Please share any other relevant work experience, volunteer work, community activities or memberships:**

In addition to the aforementioned experiences I worked as an intern in the Public Outreach division at Orange County Transportation Authority. This role allowed me the opportunity to learn about community outreach from the ground-up through public information meetings and hearings, digital communications, and citizens advisory commissions.

I am currently a member of the SheShares program, which runs in partnership with the California Center for Civic Participation and provides mentorship and networking opportunities for women.

In my free time, I love attending our local venues for museum exhibits, concerts, dance shows, plays, and other performances. I am a current member of MyStage, Costa Mesa's own South Coast Repertory program for young theatre-goers. I recently attended their showing of Million Dollar Quartet and Segerstrom Center's feature of Hadestown.

**9. How did you hear about this opportunity?**

Cassius Rutherford  
Chair - Costa Mesa Parks & Community Services Commission

#46

COMPLETE

**Collector:** Web Link 3 (Web Link)  
**Started:** Friday, August 12, 2022 6:13:38 PM  
**Last Modified:** Friday, August 12, 2022 6:27:17 PM  
**Time Spent:** 00:13:39  
**IP Address:** 104.35.193.5

---

Page 1

**Q1**

Full Name:

Holly

---

**Q2**

**Arts Commission (Complete Questions 9-17 on the Next Page)**

Indicate the name of the Committee/Commission you are interested in serving on:

---

**Q3**

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

As someone who has lived in Costa Mesa and represents residents with their real estate, I see so much value in the arts being part of our reputation. I was a drama major in high school and worked in the entertainment industry for several years in Los Angeles as well.

---

**Q4**

As a Committee/Commission member, what ideas or projects are of interest to you?

I would like to help highlight more of the variety we have in Costa Mesa pertaining to the arts.

---

**Q5**

**Respondent skipped this question**

Optional Resume:

---

**Q6**

Contact Information: Note: This contact information will not be posted on the City's website or distributed to the public. However, this information is still subject to release pursuant to the California Public Records Act.

Name: **Holly McDonald**

Address: **[REDACTED]**

City/Town: **Huntington Beach**

ZIP/Postal Code: **CA**

Email Address: **[REDACTED]**

Phone (cell): **[REDACTED]**

**Q7**

Signature Required

**By checking this box and typing my name below, I am electronically signing my application.**

**Q8**

Full Name:

Holly McDonald

Page 2: FOR ARTS COMMISSION APPLICANTS ONLY

**Q9**

Current or Most Recent Employer:

Compass

**Q10**

Current of Most Recent Job Title:

Realtor

**Q11**

Key Accomplishments:

Helping Buyers and sellers with their local real estate needs. Costa Mesa Pod podcast - which highlights the lifestyle in our city. Working in the entertainment industry as a TV producer. Social media related to Costa Mesa.

**Q12**

Please share you background and experience or knowledge of the arts (visual and performing), arts education, arts administration and community outreach/engagement:

I was schooled in Drama as that was my major in high school.

I received a degree in Communications from Boston University with a focus on TV production.

I was a casting producer and TV producer for several TV shows (mostly realty shows for HGTV).

I did social media for a local brand and continue to do social media for my real estate brand.

I was on the video production team at The Crossing for a couple of years.

I host a podcast called the Costa Mesa Pod.

---

**Q13**

Why are you applying to be an Arts Commissioner for the city of Costa Mesa?

I love the arts. That is one of the unique things that initially attracted me to Costa Mesa from LA. I also think it is a great feature in terms of the reputation our city has to offer.

---

**Q14**

Please share you vision for the arts in Costa Mesa:

I would like to see more community events and engagement. The arts should not just be the high-end productions, there should be more local opportunities for the youth and all residents who are interested.

---

**Q15**

Please share your experience in producing and or participating in arts and multicultural programming:

I was a producer for reality TV

I was on the video team for The Crossing

---

**Q16**

Please share any other relevant work experience, volunteer work, community activities or memberships:

NA

---

**Q17**

How did you hear about this opportunity?

Facebook

---

#47

COMPLETE

**Collector:** Web Link 3 (Web Link)  
**Started:** Wednesday, August 10, 2022 9:57:34 PM  
**Last Modified:** Saturday, August 13, 2022 1:25:52 PM  
**Time Spent:** Over a day  
**IP Address:** 45.51.0.179

---

Page 1

**Q1**

Full Name:

Debora Wondercheck

---

**Q2**

**Arts Commission (Complete Questions 9-17 on the Next Page)**

Indicate the name of the Committee/Commission you are interested in serving on:

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**Q3**

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

As a former NMUSD music teacher, current Costa Mesa business owner, Adjunct professor of music, and CEO of the Arts & Learning Conservatory, I would be honored to serve on the city's Arts Commission. My desire is to see to the "City of the Arts" thrive in that title not just at the established performing arts center but right here in the heart of town, with local artists. I see the Arts Commission as the arts community's collective "voice" on a multi-generational level. If selected, my focus will be to bring a balanced perspective and solid commitment to the commission while creating sustainable and foundational arts opportunities that our youth and citizens will have in tact generationally for years come.

---

**Q4**

As a Committee/Commission member, what ideas or projects are of interest to you?

Projects/ideas that interest me are 1)Raising awareness regarding the value of the arts 2)Enhancing the artistic quality of local arts activities 3)Preserving diverse cultural and artistic traditions 4)Creating resources that enable local artists to flourish and business to grow.

---

**Q5**

Optional Resume:

**Arts Commission Resume 2022, Debora Wondercheck.docx (349.8KB)**

---

**Q6**

Contact Information: Note: This contact information will not be posted on the City's website or distributed to the public. However, this information is still subject to release pursuant to the California Public Records Act.

Name: **Debora Wondercheck**

Address: **[REDACTED]**

City/Town: **Garden Grove**

ZIP/Postal Code: **92843**

Email Address: **[REDACTED]**

Phone (cell): **[REDACTED]**

**Q7**

Signature Required

**By checking this box and typing my name below, I am electronically signing my application.**

**Q8**

Full Name:

Debora Wondercheck

Page 2: FOR ARTS COMMISSION APPLICANTS ONLY

**Q9**

Current or Most Recent Employer:

Arts & Learning Conservatory

**Q10**

Current of Most Recent Job Title:

CEO/Founder

**Q11**

Key Accomplishments:

Founder of performing arts school, Arts & Learning Conservatory. Established arts programs in over 40 schools throughout Orange County/San Bernadino/LA County where the arts were lacking or non-existent. Named Woman of the Year City of Costa Mesa, 2022 and 74th District, CA Legislature Assembly Woman of Distinction, 2022. Recently awarded (Feb) Annenberg Alchemy cohort participant . Board Member of ArtsOC. Named Arts Organization of the Year from the OC Leadership Institute (2019)at Segerstrom in (2015)

## Q12

Please share you background and experience or knowledge of the arts (visual and performing), arts education, arts administration and community outreach/engagement:

NMUSD Music Teacher  
Strings Specialist at IUSD  
Master Teacher (CSFU/Vanguard University/LBSU)  
Adjunct Professor of Music  
Director of Music, Waldorf School of OC  
Masters Degree, Education Administration  
OC Dept ED, Arts Administrator  
CEO Arts & Learning Conservatory  
Cellist  
Orchestral Conductor  
Arts Advocate  
Arts Leader

Boards: OC Theatre Guild, OC Philharmonic Society, ArtsOC, OneOC, OC Leadership Institute (Passkeys), Cooper Tree Management,

---

## Q13

Why are you applying to be an Arts Commissioner for the city of Costa Mesa?

My desire is to see to the "City of the Arts" thrive in that title not just at the established performing arts center but right here in the heart of town, with local artists. I see the Arts Commission as the arts community's collective "voice" on a multi-generational level. If selected, my focus will be to bring a balanced perspective and solid commitment to the commission while creating sustainable and foundational arts opportunities that our youth and citizens will have in tact generationally for years come.

---

## Q14

Please share you vision for the arts in Costa Mesa:

1)Raising awareness regarding the value of the arts 2)Enhancing the artistic quality of local arts activities 3)Preserving diverse cultural and artistic traditions 4)Creating resources that enable local artists to flourish and business to grow.

---

## Q15

Please share your experience in producing and or participating in arts and multicultural programming:

I have produced over 65 musicals in the past 18 years. In the past 27 I have designed curriculum and selected music for orchestra and school music programs impacting the lives of over 10,000 students. I have produced culturally sensitive and uplifting musical works for youth with accurate representation. This past June (6.19.22), the Arts & Learning Conservatory partnered and performed a Juneteenth Concert with Chapman University at their Musco Center of the Arts. This event was called "Gospel Voices of OC" and was a community unifier, celebrating the artistic accomplishments of African Americans from 1865 to present day through the art form of Gospel Music and inspired works with over 100 singers, musicians, dancers, and theatre artist on stage at one time. The event was so impactful that it will now be seen as a staple, being performed annually here in the OC.

---

**Q16**

**Respondent skipped this question**

Please share any other relevant work experience,  
volunteer work, community activities or memberships:

---

**Q17**

How did you hear about this opportunity?

Mayor John Stephens

---





# DEBORA WONDERCHECK

## OBJECTIVE

To use my strategic management expertise on a board in public or private education services, arts education, and related industries. Track record of being an essential and insightful, value adding member to corporate and non-profit board of directors.

## SUMMARY

Award winning corporate professional with eighteen years of accomplishments as an effective business leader building company infrastructure from scratch and spearheading profitable growth. Developed arts programs in over 40 schools throughout Southern California with a culturally sensitive arts curriculum. Strong interpersonal skills, successful fundraiser, and participatory manager. Woman of integrity with a passion to broaden access to education,

## CONTACT

PHONE:  
714.638.8194

LINKEDIN:  
[www.linkedin.com/in/artsandlearning](http://www.linkedin.com/in/artsandlearning)

EMAIL:  
[debora@artsandlearning.org](mailto:debora@artsandlearning.org)

## ACTIVITIES AND INTERESTS

Cellist  
Orchestra Conductor  
Travel  
Great Food  
Sports/Basketball  
Church Youth Arts Volunteer

## WORK EXPERIENCE

### **Arts & Learning Conservatory, Founder/CEO** **Costa Mesa, CA**

2004- present

Oversight of leadership in all activities. Directs expansive educational programming and community engagement, guiding collaborative relationships with county partners to advance arts and cultural education in the public and private sector. Builds a more diverse, globally creative culture around educational programming through innovation. Expanded the organization from the ground up and currently operates arts programs under institutions with revenues of \$10+million annually.

## BOARD EXPERIENCE

### **Orange County Philharmonic Society** **Newport Beach, CA**

July 2021- Present

Fostering an appreciation for music of the highest quality while providing dynamic and innovative music education programs for youth of all ages.

### **Orange County Theatre Guild**

November 2020-Present

Responsible for approving Guild plans and activities. Advocate for theatre community while providing the public with information, access and opportunities relating to live theatre events in Orange County.

### **Arts Orange County** **Irvine, CA**

2019-Present

Bringing decades' worth of expertise and leadership to countywide nonprofit arts council. Programs and services include advocacy, professional development, fiscal sponsorship, grantmaking, annual Arts Awards events, month-long arts festivals, and competitions.

## EDUCATION

### **California State Fullerton University**

June 2000

Master of Science in Education Administration

### **Vanguard University of Southern California**

May 1994

Bachelor of Arts in Music Education

## RECENT HONORS & RECOGNITIONS

- California Assembly 74th District, Woman of Distinction April 2022
- City of Costa Mesa, Woman of the Year May 2022
- Annenberg Alchemy Fellow, Graduate February 2022
- OC Leadership Institute, Organization of the Year November 2019
- Arts Orange County, Arts Organization of the Year October 2017

*References available upon request*

#74

COMPLETE

**Collector:** Web Link 3 (Web Link)  
**Started:** Monday, September 05, 2022 5:34:57 PM  
**Last Modified:** Monday, September 05, 2022 5:42:27 PM  
**Time Spent:** 00:07:30  
**IP Address:** 68.101.107.199

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Page 1

**Q1**

Full Name:

Heidi Zuckerman

---

**Q2**

**Arts Commission (Complete Questions 9-17 on the Next Page)**

Indicate the name of the Committee/Commission you are interested in serving on:

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**Q3**

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

Biography attached.

---

**Q4**

As a Committee/Commission member, what ideas or projects are of interest to you?

Part of my philosophy is to put art in front of people when they are least expecting it. Sometimes people feel like art is scary or "not for" them," but if they encounter art unexpectedly, we might be able to capture the curiosity, and they can have this potentially transcendent moment. I'm interested in projects that offer this kind of opportunity. In the context of the the Arts Commission of Costa Mesa, "unexpected" could mean so many things-- location, type of discipline, timing-- but projects that might reach and touch a new audience, excite me.

---

**Q5**

Optional Resume:

70B1918C-41B3-4A51-9239-BD6309BC6325.jpeg (604KB)

---

**Q6**

Contact Information: Note: This contact information will not be posted on the City's website or distributed to the public. However, this information is still subject to release pursuant to the California Public Records Act.

Name: **Heidi Zuckerman**

Address: 

City/Town: **Laguna Beach**

ZIP/Postal Code: **92651**

Email Address: 

Phone (cell): 

**Q7**

Signature Required

By checking this box and typing my name below, I am electronically signing my application.

**Q8**

Full Name:

Heidi Zuckerman

Page 2: FOR ARTS COMMISSION APPLICANTS ONLY

**Q9**

Current or Most Recent Employer:

Orange County Museum of Art

**Q10**

Current of Most Recent Job Title:

CEO and Director

**Q11**

**Key Accomplishments:**

I was the CEO and Director of the Aspen Art Museum for fourteen years, where I completed a capital campaign and oversaw the construction of a new building raising over \$130 mm. As part of OCMA's Capital and Endowment Campaign, I have secured major gifts, including a \$2.5 million gift for free admission to the museum for the next 10 years, and over \$1.5 million in endowment support of educational programming. Since my arrival I have added fifteen new Board members, and under my leadership, the museum was recently the recipient of a prestigious Bank of America Art Conservation Project grant to restore three works by female artists in the OCMA collection. I also host a podcast Conversations About Art, which includes close to one hundred interviews with renowned artists, curators, architects, CEOs, and other thinkers. I also recently released Volume III of my book series Conversations with Artists.

---

**Q12**

**Please share you background and experience or knowledge of the arts (visual and performing), arts education, arts administration and community outreach/engagement:**

I received my Honors BA in European History from the University of Pennsylvania, and received my MA in Art History from CUNY Hunter College and am a graduate of Harvard Business School Executive Education, Women on Boards. Since arriving at OCMA in January 2021, I have spearheaded the \$120 mm Capital and Endowment Campaign, and will complete the \$94 mm building project this fall.

---

**Q13**

**Why are you applying to be an Arts Commissioner for the city of Costa Mesa?**

I believe access to art is a basic human right, not a privilege, and I have spent the past twenty-five years of my career trying to connect as many people to art and artists as possible. I admire what the Arts Commission does hugely, and it would be my honor to be able to help facilitate providing access to art in Costa Mesa beyond my work at OCMA.

---

**Q14**

**Please share you vision for the arts in Costa Mesa:**

I believe we are at a critical moment for the City-- with the addition of the museum located on the Segerstrom Center for the Arts campus-- we now have a center that is activated during both the day and the night. This kind of energy and vitality is contagious. My vision is to build on the already robust commitment the City has made to raise awareness of the arts here, by deepening the exciting and inspirational programming in this central spot, and also extending it beyond to surprising and unlikely places peppered around the City.

---

**Q15**

Please share your experience in producing and or participating in arts and multicultural programming:

Under my leadership, OCMA has focused on increasing access to the visual arts and art making for all of Orange County, which includes working with cities, other nonprofits and schools, such as the Santa Ana Unified School District (SAUSD) and public libraries. I am committed to eliminating barriers for under-resourced schools by supplementing transportation costs and providing a healthy lunch. Additionally, I am overseeing the development of Spanish language family programs at the museum, and am spearheading innovative job recruitment strategies to help lessen the barriers entering the workforce, investing in the local community talent, and creating opportunities for ongoing professional development for young adults.

---

**Q16**

Please share any other relevant work experience, volunteer work, community activities or memberships:

I am an active member of the California Coast chapter of YPO. I also served as the Chair of the YPO Art Network for three years. I am an active mentor for women and working moms.

---

**Q17**

How did you hear about this opportunity?

The Mayor of Costa Mesa asked that I apply.

---



**HEIDI ZUCKERMAN, CEO AND DIRECTOR  
ORANGE COUNTY MUSEUM OF ART**



Heidi Zuckerman is CEO and Director of the Orange County Museum of Art (OCMA) and a globally recognized leader in contemporary art. She is host of the podcast [Conversations About Art](#) and author of the [Conversation with Artists](#) book series.

Appointed in January 2021, Zuckerman is leading OCMA as the institution prepares to open a new home in October 2022 designed by Morphosis Architects under the direction of Pritzker Prize winner Thom Mayne. The state-of-the-art 53,000 square foot building is double the size of the museum's former location in Newport Beach. In a salute to OCMA's 13 female founders, the opening collection exhibition will be *Thirteen Women*, organized by Zuckerman.

Zuckerman is the former 14-year CEO and Director of the Aspen Art Museum. After re-imagining the museum as a world-class institution, she founded its annual ArtCrush gala, raised more than \$130 million, and built a new, highly acclaimed museum with Shigeru Ban, the 2014 Pritzker Prize winner for architecture. At the Aspen Art Museum, Heidi Zuckerman curated the exhibitions *Wade Guyton Peter Fischli David Weiss* (2017), *Yves Klein David Hammons/David Hammons Yves Klein* (2014), *Lorna Simpson: Works on Paper* (2013), *Mark Grotjahn* (2012), and *Fred Tomaselli* (2009).

From 1999 to 2005 she was the Phyllis Wattis MATRIX Curator at the University of California, Berkeley Art Museum and Pacific Film Archive, where she curated more than forty solo exhibitions of international contemporary artists such as Peter Doig, Shirin Neshat, Teresita Fernández, Julie Mehretu, Doug Aitken, Cai Guo-Qiang, Tacita Dean, Wolfgang Laib, Ernesto Neto, Simryn Gill, Sanford Biggers, Ricky Swallow, and Tobias Rehberger. Formerly she was the Assistant Curator of 20th-century Art at The Jewish Museum, New York, appointed in 1993, and curated *Light x Eight: The Hanukkah Project*, *Contemporary Artist Project: Kristin Oppenheim*, and *Louis I. Kahn Drawings: Synagogue Projects* which traveled to The Israel Museum, Jerusalem.

She has curated more than 200 exhibitions during her career and is the author of numerous books including a widely loved children's book *The Rainbow Hour* with artist Amy Adler.

Zuckerman earned a BA in European History from the University of Pennsylvania, an MA in Art History from Hunter College at CUNY and holds a Harvard Business School Executive Education certification.

#80

COMPLETE

**Collector:** Web Link 3 (Web Link)  
**Started:** Monday, September 05, 2022 8:59:46 PM  
**Last Modified:** Tuesday, September 06, 2022 10:37:12 PM  
**Time Spent:** Over a day  
**IP Address:** 45.51.127.9

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Page 1

Q1

Full Name:

Emily Cummings-Nelson

Q2

Animal Services Committee

Indicate the name of the Committee/Commission you are interested in serving on:

---

Q3

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

My interest of joining this committee stems from my love of animals and wanting to be part of a group that cares for animals and gives back to our community of dog and cat parents and all animal lovers.

---

Q4

As a Committee/Commission member, what ideas or projects are of interest to you?

I would like to focus on projects and/or programs centered around dogs, from providing resources for care of stray/homeless dogs as well as to dog owners, particularly new dog owners. I'm also interested in projects of maintaining and expanding upon outdoor places for dogs to play and socialize with other dogs and people.

---

Q5

Respondent skipped this question

Optional Resume:

#45

COMPLETE

**Collector:** Web Link 3 (Web Link)  
**Started:** Thursday, August 11, 2022 10:09:25 AM  
**Last Modified:** Thursday, August 11, 2022 10:23:15 AM  
**Time Spent:** 00:13:50  
**IP Address:** 104.34.25.240

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Page 1

**Q1**

Full Name:

Sarah Wilson

---

**Q2**

**Animal Services Committee**

Indicate the name of the Committee/Commission you are interested in serving on:

---

**Q3**

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

I would love to be involved in local government and have been looking for the perfect entry point. I served in student government and held roles from elementary school through high school and have plans to run for City Council one day.

The animal services committee would blend two passions of mine: animal welfare and community leadership.

I currently support many local, national and international animal rescues and have two rescue dogs of my own.

As a business owner, I possess very strong leadership skills and could bring a lot of valuable experience to the table.

I own and operate a boutique marketing agency and live in District 3.

Thank you for the consideration.

---

**Q4**

As a Committee/Commission member, what ideas or projects are of interest to you?

I would love to find new and fresh ways to reach and educate community members on our available animal services and welfare needs.

With my marketing experience I believe I would be a valuable asset in ideating campaigns and supporting the committee's initiatives.

---



#49

COMPLETE

**Collector:** Web Link 3 (Web Link)  
**Started:** Monday, August 15, 2022 1:12:07 PM  
**Last Modified:** Monday, August 15, 2022 1:34:04 PM  
**Time Spent:** 00:21:56  
**IP Address:** 209.198.211.126

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Page 1

### Q1

Full Name:

Philip Richard Palisoul, II

---

### Q2

Indicate the name of the Committee/Commission you are interested in serving on:

**Arts Commission (Complete Questions 9-17 on the Next Page)**

,

**Animal Services Committee,**

**Active Transportation Committee,**

**Fairview Park Steering Committee,**

**Historical Preservation Committee,**

**Mobile Home Park Advisory Committee**

---

### Q3

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

I'd love to be able to give back to the Community in anyway possible and thing this would be a great way to start. As a resident of Costa Mesa for the last 15+ years and as a father of two, I'd love to help make Costa Mesa safer through the Active Transportation Committee.

---

### Q4

As a Committee/Commission member, what ideas or projects are of interest to you?

Anything to help make Costa Mesa a safer place for the residents.

---

**Q5**

Optional Resume:

**PhilPalisoulResumeAugust2022.docx (19.5KB)**

---

**Q6**

Contact Information:Note: This contact information will not be posted on the City's website or distributed to the public. However, this information is still subject to release pursuant to the California Public Records Act.

Name:	<b>Phil Palisoul</b>
Address:	<b>[REDACTED]</b>
City/Town:	<b>Costa Mesa</b>
ZIP/Postal Code:	<b>92627</b>
Email Address:	<b>[REDACTED]</b>
Phone (cell):	<b>[REDACTED]</b>

---

**Q7**

Signature Required

By checking this box and typing my name below, I am electronically signing my application.

---

**Q8**

Full Name:

Philip Richard Palisoul, II

---

Page 2: FOR ARTS COMMISSION APPLICANTS ONLY

**Q9**

Current or Most Recent Employer:

Omnia Pacific Construction

---

**Q10**

Current of Most Recent Job Title:

Director of Business Development and Project Management

---

**Q11**

Respondent skipped this question

Key Accomplishments:

---

**Q12**

Please share you background and experience or knowledge of the arts (visual and performing), arts education, arts administration and community outreach/engagement:

In college, I took numerous art history classes. I have also been lucky enough to travel to numerous art museums all throughout the US and Europe.

---

**Q13**

Why are you applying to be an Arts Commissioner for the city of Costa Mesa?

To help the Costa Mesa Art Community be protected and celebrated and to provide citizens of this city access to the arts.

---

**Q14**

Please share you vision for the arts in Costa Mesa:

I would love to see Costa Mesa be City where arts flourish. I think this would be a huge benefit not only to the art community but also to all the citizens of this City that art touches.

---

**Q15**

Please share your experience in producing and or participating in arts and multicultural programming:

Unfortunately, none. However, I love all forms of art and would love to help in anyway I can.

---

**Q16**

Please share any other relevant work experience, volunteer work, community activities or memberships:

I have uploaded my resume for my work and educational experience. I am also a volunteer for AYSO and have been for the last three of four years.

---

**Q17**

How did you hear about this opportunity?

I saw it online.

---

# PHIL R. PALISOUL

458 Flower Street – Costa Mesa CA 92687 • palisoul@gmail.com • 949-887-2954

## EXPERIENCED BUSINESS DEVELOPMENT AND PROJECT MANAGER

---

### PROFESSIONAL EXPERIENCE

---

#### Director of Business Development and Project Management

**Omnia Pacific Construction, Orange, CA** <http://www.omniapacific.com> April 2019 to Present

- Increase sales from \$200,000 to over \$1.9 million in multi-family/retail/office projects
- Develop marketing strategy with Executive Team for company moving forward
- Create new relationships and foster existing relationships to drive sales
- Work with company President to identify new business opportunities and revenue streams
- Manage all projects from bid to completion to ensure satisfied clients and to create future opportunities
- Attend (in person and virtual) industry events as primary representative for company

#### Project Manager

**Jones Lang LaSalle, Irvine, CA** <http://www.jll.com/>

March 2018 to April 2019

- Manage multiple retail location developments throughout Southern California from project kickoff to close out
- Coordinate tenant improvement projects including selection of contractors at Manhattan Village Shopping Center
- Lead multiple construction teams to complete concurrent tenant improvement projects and new construction projects
- Develop project construction budgets and schedules to maximize profitability and pace of work
- Maintain excellent relationships between vendors, key stakeholders and the client

#### Managing Director/COO

**Gen Next, Newport Beach CA** <http://www.gennext.com>

November 2013 to March 2018

- Director level Manager overseeing remote team of Regional Directors focus on expansion across United States
- Directly responsible for increasing membership buy-in of C level executives into organization nationwide
- Responsible for routine updating and presentations to Board of Directors and key stakeholders
- Project Management in efficiency changes such as complete rollout of Salesforce CRM

#### Senior Project Manager

**Craig Realty Group, Newport Beach CA** <http://www.craigrealtygroup.com/>

January 2011 to November 2013

- Managed large expansion and development projects for Off-Price Retail Centers
- Budgeted complete project – developed, monitored and controlled all budget aspects
- Managed entitlement process – worked to get all necessary permits and government approvals for zoning and municipalities
- Redeveloped and managed bid process for new construction projects including negotiations with General Contractors
- Project List: Woodburn Phase Four Development 78,000sf, Citadel Phase Four 60,000sf., preplanning and entitlement for Outlets at San Clemente, entitlement for Cabazon

#### Project Manager

**Craig Realty Group, Newport Beach CA** <http://www.craigrealtygroup.com/>

March 2008 to January 2011

- Off-Price Retail Center Project Management and Development
  - Tenant improvement and property management
  - Managed various construction projects on site with subcontractors including roofing, fire and safety systems, parking lot replacements, etc.
  - Analyzed all bids and negotiated contracts with contractors on all projects
  - Project List: Managed leasing and tenant improvement for Green River property with 20 tenant spaces and approximately 176,000sf, Citadel Phase Three 77,000sf.

**Construction Department Assistant**

**Craig Realty Group, Newport Beach CA** <http://www.craigrealtygroup.com/>

2006 to March 2008

- Off-Price Retail Center Construction Assistant
  - Effectively managed multiple retail and industrial centers including negotiating and writing leases
  - Signage review and approvals
  - Streamlined the bidding process to ensure more accurate hard bids and to meet budget targets

**Executive Director**

**Non-profit political organization, Los Angeles CA**

2004 to 2006

- Coordinated county party activities, fundraising and Get Out The Vote efforts for the largest county in the United States
- Managed a team of 10 employees and interns to maximize communication and efficiency with party volunteers
- Organized over 600 county-wide precinct captains, district chairmen and coalition chairmen resulting in 100,000 more voters

**West Coast Director**

**Leadership Institute San Diego CA** <http://www.leadershipinstitute.org/>

2003 to 2004

- Served as the charter leader, organizing the network throughout the West and Pacific Northwest
- Advanced the infrastructure and network support, provisioning resources and a 24 hour rapid response program
- Authored curriculum for the accelerated leadership program; developed training and facilitated learning

---

**EDUCATION**

---

**Master's Degree in Business Administration, University of California at Irvine**

**2009**

- **Marketing Project Leader:** Verizon Wireless Integration Project: created the sales consolidation and implementation plan
- **Advanced Coursework included:** Project Management in a Changing Culture, Organizational Development, Technology in Project Management, Sustaining Output Methodology and Statistical Methodology in Project Management

**Bachelor of Arts Degree in International Relations, University of California at San Diego**

**2003**

- Captain of the Men's Varsity Crew Team

**CONTINUING EDUCATION**

**PRESENT**

- **Project Management Professional Certification (in progress), Project Management Institute**
  - <http://www.pmi.org/Certification>

**VOLUNTEER WORK**

**Salvation Army**, [www.salvationarmy.org](http://www.salvationarmy.org) - collection of food for families in need

**Toys for Tots**, [www.toysfortots.org](http://www.toysfortots.org) - collection of Christmas gifts for families in need

#50

COMPLETE

**Collector:** Web Link 3 (Web Link)  
**Started:** Monday, August 15, 2022 2:28:11 PM  
**Last Modified:** Monday, August 15, 2022 2:30:54 PM  
**Time Spent:** 00:02:43  
**IP Address:** 104.178.238.25

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Page 1

**Q1**

Full Name:

Elise Gates

---

**Q2**

**Animal Services Committee,**

Indicate the name of the Committee/Commission you are interested in serving on:

**Historical Preservation Committee**

---

**Q3**

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

I am a life long animal lover, and would like to work to improve the lives of our animal friends.

---

**Q4**

As a Committee/Commission member, what ideas or projects are of interest to you?

Improving animal parks and recreation.

---

**Q5**

Optional Resume:

**Resume\_Elise\_Gates.docx (22.5KB)**

---

## ELISE GATES

(714) 887-4893 | egates0424@gmail.com | www.linkedin.com/in/ebieb

### **SUMMARY**

Ambitious team player with solid multi-tasking and leadership abilities and experience across a broad range of business areas with an enthusiastic, energetic, upbeat attitude. Strong ability to be proactive and self-motivated and takes initiative to complete and anticipate office administrative needs. Able and eager to learn the substance of the work involved to be an effective facilitator within the business unit.

### **SKILLS & ABILITIES**

- Strong verbal, written and interpersonal skills
- Attentive to detail
- Problem Solving
- Organization and Time Management
- Resource Management
- Process Improvement
- Microsoft Office Suite (Word, Excel, PowerPoint, Outlook)

### **EDUCATION**

The University of Arizona, Tucson, Arizona  
Bachelor of Arts in Secondary Education, 3.6 GPA

### **EXPERIENCE**

#### **09/2020 to Present Financial Advisor, Prudential Financial, Orange, California**

- Completes fact-finding process to allow for thorough understanding of clients' financial goals and needs
- Offering strategic advice on products and services, such as investments, insurance coverage and debt management tools
- Specializes in helping clients meet their protection needs through a variety of insurance products
- Performing market research to stay current with financial trends
- Maintaining compliance with all rules and regulations in the financial industry

#### **11/2017 to 08/2019 Administrative and Marketing Assistant, Geocon West, Inc., Irvine, California**

- Screening and routing phone calls, arranging conference calls/web-based meetings, ordering supplies, photocopying, scanning, and mailing documents
- Prepared and execute proposals for contract bid opportunities with a 60% success rate
- Review, analysis and reconciliation of invoices and expense reports submitted by staff and outside vendors
- Planned, implemented, and maintained strategic marketing social media strategy; extract consumer insights from social media plan; increased followers by 5% in first month of project execution

**02/2016 to 10/2017 Receptionist, Westminster Veterinary Group, Westminster, California**

- Screening and routing phone calls, Managing appointment and surgery calendars
- Preparing responses to correspondence containing routine inquiries regarding pet health and safety
- Contributed to coordination and execution of hospital Rewards Program, with 75% sales success rate
- Maintaining various files, databases, and filing systems

**03/2015 to 02/2016 Veterinary Technician, Beach Garfield Veterinary Hospital, Huntington Beach, California**

- Initiated and assisted in treatments of patients in conjunction with daily appointments
- Demonstrated technical knowledge to clients, including medication effectiveness and instructions

**10/2013 to 04/2014 Senior Recruiter, College Works Painting, Irvine, California**

- Evaluated candidates for acceptance into company internship program by effectively building, increasing, and maintaining a continuous pipeline of qualified and available talent
- Interviewing and registering suitable candidates via various recruiting and sourcing tools with 80% success

**06/2012 to 10/2013 Administrative and Recruiting Assistant, Global IT Resources, Huntington Beach, California**

- Assisting in review and analysis of searches for qualified individuals via computer databases, networking, internet recruiting resources, cold calls, and employee referrals
- Successfully develop and implemented sourcing and outreach strategies to maximize the applicant pool and meet organizational workforce needs to exceed sales goals by 15%
- Develop and delivered on boarding training for new employees by providing general team and systems orientation; Trained new and tenured employees on systems and all business functions
- Conducted market research, assembled and interpret data to prepare reports and documents
- Established clear objectives for lessons and delivered concise communications of those objectives to students, kept accurate records, and evaluated progress based on achievement of performance competencies

**CERTIFICATIONS AND LICENSES**

FINRA Security License Series 6, 63, and 65

CA Insurance License 4050828

TEFL Institute, Teaching English as a Foreign Language



#48

COMPLETE

**Collector:** Web Link 3 (Web Link)  
**Started:** Monday, August 15, 2022 9:36:47 AM  
**Last Modified:** Monday, August 15, 2022 10:04:48 AM  
**Time Spent:** 00:28:00  
**IP Address:** 4.71.107.196

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Page 1

Q1

Full Name:

Aaron Snyder

Q2

Active Transportation Committee

Indicate the name of the Committee/Commission you are interested in serving on:

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Q3

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

The city of Costa Mesa is a wonderful city that I dream of raising a family in one day with my wife. It has been a dream of mine to call the city my home; now that is the case, I want to become involved in the community and give back to it. I have been in telecommunications and real estate development for 10 years. During that timeframe, I worked extensively with local jurisdictions in planning, permitting and government relations. I can take those experiences and cumulative background and share with the committee in a advisory capacity ideas about alleviating traffic/transportation issues in and around the community. My overarching goal is to alleviate traffic congestion while providing alternative transportation in and around the city, while preserving both residential neighborhoods and a growing commercial sector.

---

Q4

As a Committee/Commission member, what ideas or projects are of interest to you?

The city has taken a serious of steps to begin developing wireless infrastructure throughout the city (small cells installations on new street light poles). I would like to continue that process especially in and around major arterial roadways on both new and existing street light poles and utility poles) and install smart traffic management systems. These systems are more responsive to traffic demand and are known to more quickly alleviate traffic congestion. In addition, I would like to install small cell installations and Wifi access points in and around bus stops, schools, libraries, etc. to allow individuals to more quickly access various applications to use buses or rideshare applications like Uber and Lyft. Providing city Wifi access points at certain public points will encourage the use of alternative transportation routes, that may lead to less cars on the road throughout each day. Other ideas I have is to the continue to development of bike paths on non-arterial roadways going to and from the beaches and work to create a summer time trolley system that can take Costa Mesa Residents to and from the beaches (from city hall to the beach for example).

---

#63

COMPLETE

**Collector:** Web Link 3 (Web Link)  
**Started:** Tuesday, August 23, 2022 10:53:48 AM  
**Last Modified:** Tuesday, August 23, 2022 11:18:17 AM  
**Time Spent:** 00:24:28  
**IP Address:** 192.184.141.96

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Page 1

Q1

Full Name:

Viraj Sinha

---

Q2

Active Transportation Committee

Indicate the name of the Committee/Commission you are interested in serving on:

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Q3

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

I'm interested in updating our cities and communities to being safe walkable and bike-able places so that we can feel good and comfortable about raising children without feeling afraid.

Professionally, I work in the tech industry as an engineer, and spend a lot of time reading and editing technical documents, and discussing the minutiae of complex technical projects. I think this kind of planning and verbal ability will be useful in a local planning context.

At a previous company I worked on software to assist with Vision Zero projects, using traffic intersection cameras to measure flow through intersections and bike lanes, and to do before-and-after testing of various city planning improvements, asking questions like: How did adding this protected bike lane change traffic flow, or What are the busiest times of day for this particular intersection? While I don't expect to be writing software for the city of Costa Mesa, I do think it shows my interest in the area of transportation and safety.

I'm a new homeowner in Costa Mesa, and plan to have children soon. I want to live in a place that is safe and enjoyable to go for walks and take my kids to the park. I want to have a hand in making our physical surroundings more beautiful and enjoyable for all members of the community at all ages.

I want to become more involved in local government, to help shape my community in positive ways. Transportation in particular is an important area to me, and something which has been evolving quite quickly across the country. I think it's a place where we can make real tangible improvements to people's quality of life, and improve the experience and enjoyment of moving around our physical community.

---

**Q4**

As a Committee/Commission member, what ideas or projects are of interest to you?

Evaluating the safety of existing bike lanes, building protected bike lanes.

Exploring converting dangerous and high-collision intersections to roundabouts, or using other safety-improving features.

Installing pedestrian safety devices such as bulb outs and curb extensions where appropriate.

Exploring projects such as planting shade trees and creating car-free zones so that it's comfortable and inviting to walk places.

Learning about how local government functions, what the process is like, and making connections within the community.

**Q5**

Respondent skipped this question

Optional Resume:

**Q6**

Contact Information: Note: This contact information will not be posted on the City's website or distributed to the public. However, this information is still subject to release pursuant to the California Public Records Act.

Name:

Viraj Sinha

Address:

[REDACTED]

City/Town:

Costa Mesa

ZIP/Postal Code:

92626

Email Address:

[REDACTED]

Phone (cell):

[REDACTED]

**Q7**

By checking this box and typing my name below, I am electronically signing my application.

Signature Required

**Q8**

Full Name:

Viraj Sinha

Page 2: FOR ARTS COMMISSION APPLICANTS ONLY

**Q9**

Respondent skipped this question

Current or Most Recent Employer:

#55

**Collector:** Web Link 3 (Web Link)  
**Started:** Sunday, August 14, 2022 10:53:50 AM  
**Last Modified:** Wednesday, August 17, 2022 8:02:33 AM  
**Time Spent:** Over a day  
**IP Address:** 70.95.252.124

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Page 1

**Q1**

Full Name:

L A (Arthur) Kinzli

---

**Q2**

**Active Transportation Committee**

Indicate the name of the Committee/Commission you are interested in serving on:

---

**Q3**

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

Why: I fervently believe in the need and community benefits proposed by our Bicycle Master Plan of 2017. However, much work and education remains for our citizens to fully enjoy all the potential benefits, thereof.

Qualifications: As a former adjunct university professor, I understand and appreciate that implementation is a complex process that requires vision, work, promotion, and education. As a educated pragmatist, I am prepared to commit my time and energy towards achieving the Plans goals.

---

**Q4**

As a Committee/Commission member, what ideas or projects are of interest to you?

Education: Utilize existing programs such as SafeMoves.org, as we did years ago.

Government grants: Explore, apply, and obtain any viable government grants.

Budget: If not already completed, conduct a Cost/Benefit analysis to help determine where and how our current funds may best be effectively utilized to obtain maximum efficiency and benefit to our citizens.

---

**Q5**

**Respondent skipped this question**

Optional Resume:

---

#77

COMPLETE

**Collector:** Web Link 3 (Web Link)  
**Started:** Tuesday, September 06, 2022 7:44:27 PM  
**Last Modified:** Tuesday, September 06, 2022 7:53:10 PM  
**Time Spent:** 00:08:43  
**IP Address:** 23.124.252.25

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Page 1

**Q1**

Full Name:

Steve Russo

---

**Q2**

**Active Transportation Committee**

Indicate the name of the Committee/Commission you are interested in serving on:

---

**Q3**

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

As an avid cyclist and father of three, I'd love to influence transit around the community. In my professional life, I have a history of strong presentation skills, negotiation, and development experience. I work for a technology company known for innovation, and look for ways to actively include that in my life and work.

---

**Q4**

As a Committee/Commission member, what ideas or projects are of interest to you?

I love anything related to cycling, and creating safe routes for families and solo riders alike.

---

**Q5**

**Respondent skipped this question**

Optional Resume:

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#49

COMPLETE

**Collector:** Web Link 3 (Web Link)  
**Started:** Monday, August 15, 2022 1:12:07 PM  
**Last Modified:** Monday, August 15, 2022 1:34:04 PM  
**Time Spent:** 00:21:56  
**IP Address:** 209.198.211.126

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Page 1

### Q1

Full Name:

Philip Richard Palisoul, II

---

### Q2

Indicate the name of the Committee/Commission you are interested in serving on:

**Arts Commission (Complete Questions 9-17 on the Next Page)**

,

**Animal Services Committee,**

**Active Transportation Committee,**

**Fairview Park Steering Committee,**

**Historical Preservation Committee,**

**Mobile Home Park Advisory Committee**

---

### Q3

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

I'd love to be able to give back to the Community in anyway possible and thing this would be a great way to start. As a resident of Costa Mesa for the last 15+ years and as a father of two, I'd love to help make Costa Mesa safer through the Active Transportation Committee.

---

### Q4

As a Committee/Commission member, what ideas or projects are of interest to you?

Anything to help make Costa Mesa a safer place for the residents.

---

**Q5**

Optional Resume:

**PhilPalisoulResumeAugust2022.docx (19.5KB)**

---

**Q6**

Contact Information: Note: This contact information will not be posted on the City's website or distributed to the public. However, this information is still subject to release pursuant to the California Public Records Act.

Name:	<b>Phil Palisoul</b>
Address:	<b>[REDACTED]</b>
City/Town:	<b>Costa Mesa</b>
ZIP/Postal Code:	<b>92627</b>
Email Address:	<b>[REDACTED]</b>
Phone (cell):	<b>[REDACTED]</b>

---

**Q7**

Signature Required

**By checking this box and typing my name below, I am electronically signing my application.**

---

**Q8**

Full Name:

Philip Richard Palisoul, II

---

Page 2: FOR ARTS COMMISSION APPLICANTS ONLY

**Q9**

Current or Most Recent Employer:

Omnia Pacific Construction

---

**Q10**

Current of Most Recent Job Title:

Director of Business Development and Project Management

---

**Q11**

**Respondent skipped this question**

Key Accomplishments:

---

**Q12**

Please share you background and experience or knowledge of the arts (visual and performing), arts education, arts administration and community outreach/engagement:

In college, I took numerous art history classes. I have also been lucky enough to travel to numerous art museums all throughout the US and Europe.

---

**Q13**

Why are you applying to be an Arts Commissioner for the city of Costa Mesa?

To help the Costa Mesa Art Community be protected and celebrated and to provide citizens of this city access to the arts.

---

**Q14**

Please share you vision for the arts in Costa Mesa:

I would love to see Costa Mesa be City where arts flourish. I think this would be a huge benefit not only to the art community but also to all the citizens of this City that art touches.

---

**Q15**

Please share your experience in producing and or participating in arts and multicultural programming:

Unfortunately, none. However, I love all forms of art and would love to help in anyway I can.

---

**Q16**

Please share any other relevant work experience, volunteer work, community activities or memberships:

I have uploaded my resume for my work and educational experience. I am also a volunteer for AYSO and have been for the last three of four years.

---

**Q17**

How did you hear about this opportunity?

I saw it online.

---



# PHIL R. PALISOUL

458 Flower Street – Costa Mesa CA 92687 • palisoul@gmail.com • 949-887-2954

## EXPERIENCED BUSINESS DEVELOPMENT AND PROJECT MANAGER

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### PROFESSIONAL EXPERIENCE

---

#### Director of Business Development and Project Management

**Omnia Pacific Construction, Orange, CA** <http://www.omniapacific.com> April 2019 to Present

- Increase sales from \$200,000 to over \$1.9 million in multi-family/retail/office projects
- Develop marketing strategy with Executive Team for company moving forward
- Create new relationships and foster existing relationships to drive sales
- Work with company President to identify new business opportunities and revenue streams
- Manage all projects from bid to completion to ensure satisfied clients and to create future opportunities
- Attend (in person and virtual) industry events as primary representative for company

#### Project Manager

**Jones Lang LaSalle, Irvine, CA** <http://www.jll.com/>

March 2018 to April 2019

- Manage multiple retail location developments throughout Southern California from project kickoff to close out
- Coordinate tenant improvement projects including selection of contractors at Manhattan Village Shopping Center
- Lead multiple construction teams to complete concurrent tenant improvement projects and new construction projects
- Develop project construction budgets and schedules to maximize profitability and pace of work
- Maintain excellent relationships between vendors, key stakeholders and the client

#### Managing Director/COO

**Gen Next, Newport Beach CA** <http://www.gennext.com>

November 2013 to March 2018

- Director level Manager overseeing remote team of Regional Directors focus on expansion across United States
- Directly responsible for increasing membership buy-in of C level executives into organization nationwide
- Responsible for routine updating and presentations to Board of Directors and key stakeholders
- Project Management in efficiency changes such as complete rollout of Salesforce CRM

#### Senior Project Manager

**Craig Realty Group, Newport Beach CA** <http://www.craigrealtygroup.com/>

January 2011 to November 2013

- Managed large expansion and development projects for Off-Price Retail Centers
- Budgeted complete project – developed, monitored and controlled all budget aspects
- Managed entitlement process – worked to get all necessary permits and government approvals for zoning and municipalities
- Redeveloped and managed bid process for new construction projects including negotiations with General Contractors
- Project List: Woodburn Phase Four Development 78,000sf, Citadel Phase Four 60,000sf., preplanning and entitlement for Outlets at San Clemente, entitlement for Cabazon

#### Project Manager

**Craig Realty Group, Newport Beach CA** <http://www.craigrealtygroup.com/>

March 2008 to January 2011

- Off-Price Retail Center Project Management and Development
  - Tenant improvement and property management
  - Managed various construction projects on site with subcontractors including roofing, fire and safety systems, parking lot replacements, etc.
  - Analyzed all bids and negotiated contracts with contractors on all projects
  - Project List: Managed leasing and tenant improvement for Green River property with 20 tenant spaces and approximately 176,000sf, Citadel Phase Three 77,000sf.

**Construction Department Assistant**

**Craig Realty Group, Newport Beach CA** <http://www.craigrealtygroup.com/>

2006 to March 2008

- Off-Price Retail Center Construction Assistant
  - Effectively managed multiple retail and industrial centers including negotiating and writing leases
  - Signage review and approvals
  - Streamlined the bidding process to ensure more accurate hard bids and to meet budget targets

**Executive Director**

**Non-profit political organization, Los Angeles CA**

2004 to 2006

- Coordinated county party activities, fundraising and Get Out The Vote efforts for the largest county in the United States
- Managed a team of 10 employees and interns to maximize communication and efficiency with party volunteers
- Organized over 600 county-wide precinct captains, district chairmen and coalition chairmen resulting in 100,000 more voters

**West Coast Director**

**Leadership Institute San Diego CA** <http://www.leadershipinstitute.org/>

2003 to 2004

- Served as the charter leader, organizing the network throughout the West and Pacific Northwest
- Advanced the infrastructure and network support, provisioning resources and a 24 hour rapid response program
- Authored curriculum for the accelerated leadership program; developed training and facilitated learning

---

**EDUCATION**

---

**Master's Degree in Business Administration, University of California at Irvine**

**2009**

- **Marketing Project Leader:** Verizon Wireless Integration Project: created the sales consolidation and implementation plan
- **Advanced Coursework included:** Project Management in a Changing Culture, Organizational Development, Technology in Project Management, Sustaining Output Methodology and Statistical Methodology in Project Management

**Bachelor of Arts Degree in International Relations, University of California at San Diego**

**2003**

- Captain of the Men's Varsity Crew Team

**CONTINUING EDUCATION**

**PRESENT**

- **Project Management Professional Certification (in progress), Project Management Institute**
  - <http://www.pmi.org/Certification>

**VOLUNTEER WORK**

**Salvation Army**, [www.salvationarmy.org](http://www.salvationarmy.org) - collection of food for families in need

**Toys for Tots**, [www.toysfortots.org](http://www.toysfortots.org) - collection of Christmas gifts for families in need

#59

COMPLETE

**Collector:** Web Link 3 (Web Link)  
**Started:** Monday, August 22, 2022 4:35:00 PM  
**Last Modified:** Monday, August 22, 2022 4:45:49 PM  
**Time Spent:** 00:10:49  
**IP Address:** 76.87.78.54

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Page 1

**Q1**

Full Name:

Robert Morse

---

**Q2**

**Active Transportation Committee**

Indicate the name of the Committee/Commission you are interested in serving on:

---

**Q3**

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

This senior/ disabled citizen uses an ebike as his sole personal transportation vehicle. This brings a unique perspective to city travel.

---

**Q4**

As a Committee/Commission member, what ideas or projects are of interest to you?

Interested in any ways that reduce wasted time sitting in traffic

---

**Q5**

**Respondent skipped this question**

Optional Resume:

---

**City of Costa Mesa**  
**Application for Commission/Committee Appointment**

All information on this page only, is considered public information and will be released to the public, including being posted on the City's website.

Name: **Jim Fitzpatrick**

Indicate the name of the Commission or Committee you are interested in serving on:

**Active Transportation Committee**



City of Costa Mesa  
77 Fair Drive, Costa Mesa, CA 92626

1. Indicate why you wish to serve on this Commission/Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Commission/Committee. A resume (optional) may be attached. (Note: All information contained on the resume is public information, will be distributed to the public and posted on the City's website)

**I love Costa Mesa and have been successful in achieving active transportation outcomes in our City. Not the activity of talking about it, but the actual accomplishment. Before I became a Planning Commissioner for 6 years, 2 of them as Chair, I worked 3 years to accomplish the City's first attempt at a "Complete Street". This project was the featured project of the year, demonstrating successful traffic calming measures, completing full length sidewalks , bike lanes and adding 40 new trees to the urban forest. Funded by Safe Routes to School. This after a decade of talk and no material action. I also petitioned the City to get SRTS funding to add a traffic signal and cross walk across Irvine Ave to Mariners Elementary, preventing children from going to 17<sup>th</sup> or 19<sup>th</sup> from jaywalking to school. There were many other little things like working with the community to repurpose an Estancia bike rack at Mother's Market. Getting many Eastside businesses to introduce bike racks to make their business a bike and walk destination.**

**As a Planning Commissioner, there are numerous accomplishments. Many subtle, like requiring the project at 1500 Adams that oriented to Harbor Blvd, but ignored the residential neighborhood to the rear, on Elm. The project was modified to include pedestrian access, bike access and a magnificent mural welcoming the community. I was the one who introduced the City Policy, to give credit for one parking space to any project who introduced a bike rack. Stuff like this was accomplished not by spending taxpayer money, but by providing incentives to private industry. I could go on and on.**

**I have a deep understanding of the City and important relationships that can help the ATC form and accomplish goals. Relationships with City Council, Commissioners, Business, Residents and leaders of our community.**

**I am watching the current ATC meeting now. There was just a discussion on Walk to School support. And a School in Newport Beach that our Eastside Costa Mesa kids attend, was not included. Because the school is in Newport Beach?**

**This is a passion issue that dove me to successfully petition for a signal cross walk across Irvine Ave.**

2. As a Commission/Committee member, what ideas or projects are of interest to you?

I love Costa Mesa and am proud of my accomplishments. However, I am disappointed I did not achieve some important outcomes.

I focus energy on the kids and am appalled at the unsafe conditions of our Middle School and High School Students, riding their bikes to and from school. Westside kids headed to Ensign or Newport Harbor High School have to come a long distance, cross a dangerous Newport Blvd, and navigate challenging streets. Eastside kids have to come down Irvine Ave, Tustin Ave, all extremely busy streets that have had tragic results.

I would like to bring focus and energy to this important child safety issue necessity. With my relationships and tenacity, we can get this improved.

Connectivity is an issue in Costa Mesa. When I look at the Bike Routes Map, we have way too many paths to no where, that abruptly end, with no safe solution for last mile requirements.

I secured significant funding for the Paularino River Trail, against significant opposition, to study the issue. When I left the Commission, Staff removed the funding and it never got studied. Connectivity needs to.

Going North & South to the beach is achievable. Going East and West is a real safety issue.

Crossing Newport Blvd on a bike or a pedestrian is a real issue. Suggestions I am aware of do little for safety and often give a false sense of safety to pedestrians and those on bikes. We need real leadership to bring about necessary political will to get this complex issue improved.

I am a big fan of Active Transportation and look forward to shaping and implementing the goals of the Committee and working collaboratively with all involved. We need more community involvement.

Lastly, I want to be a voice and energy that balances goals of Active Transportation Committee initiatives with those of Property Rights and Business Interests.

I have attended the last several ATC meetings and I do not see these important balancing of interests.

We can implement policy and improvements that can and will work to improve our community.

I look forward to serving with fellow ATC members and members of our community.

#51

COMPLETE

**Collector:** Web Link 3 (Web Link)  
**Started:** Monday, August 15, 2022 2:28:41 PM  
**Last Modified:** Monday, August 15, 2022 2:51:39 PM  
**Time Spent:** 00:22:58  
**IP Address:** 99.83.4.76

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Page 1

Q1

Full Name:

Tod Gerald Beckett-Frank

Q2

Indicate the name of the Committee/Commission you are interested in serving on:

**Arts Commission (Complete Questions 9-17 on the Next Page)**

,

**Fairview Park Steering Committee**

Q3

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

Fairview Park Steering Committee: My husband and I have lived next to Fairview Park for over 26 years and we have an interest in helping to improve and maintain it. It's an incredible resource.

Q4

As a Committee/Commission member, what ideas or projects are of interest to you?

Improvement of paths through the less developed parts of the upper levels of Fairview Park, which would help preserve the wild nature of much of it.

Q5

Respondent skipped this question

Optional Resume:

If you DO NOT receive a confirmation, please contact our office as soon as possible at  
(714) 754-5225.

## City of Costa Mesa

### Application for Commission/Committee Appointment

All information on this page only, is considered public information and will be released to the public, including being posted on the City's website.

Name: Friscilla Rocco

Indicate the name of the Commission or Committee you are interested in serving on:

Fairview Park Steering Committee



City of Costa Mesa  
77 Fair Drive, Costa Mesa, CA 92626

1. Since 2015, I've written letters and attended meetings, trying to help keep Fairview a passive use park, so families have one place in the city where they can get away from noise and concrete and walk in nature. Kim Hendricks has asked me to join the commission, knowing that I've been a life-long environmentalist and gardener and that I love Fairview Park. Nature is more important than ever, as children and their parents spend more of their lives on their phones and computers than they do outside.

lay  
ed.  
the

I bought my home in Costa Mesa 30 years ago. Five years later, I took out my lawns and put in a drip system. I planted mandarin orange, tangelo, and lemon trees; artichoke, boysenberry, and grapes. I compost and mulch everything well, and plant a vegetable garden in the front where I have the most sun. Of course I have flowers, although most are drought tolerant, I am giving away some to save water. And I have dozens of native milkweed plants, which bring butterflies into my garden all summer long. I have nesting doves now, and nesting hummingbirds every spring. All manner of critters find their way to my door. Basically, my garden, specifically, and nature, generally, is my sanity and my solace. Lastly, my email address tells you all you need to know about why I want to work for Fairview Park: [dementedgardensprite@gmail.com](mailto:dementedgardensprite@gmail.com).

2. As a Commission/Committee member, what ideas or projects are of interest to you?

I would like to work with the folks who are clearing the non-natives, and restoring the native plants and vernal pools. I want to work to keep out the motorized model plane enthusiasts. Fairview Park is a place to commune with nature, to walk in silence and listen to the birds, to soothe your soul. No one soothes their soul by walking under an airport - even a model-sized one.

#71

COMPLETE

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**Last Modified:** Thursday, September 01, 2022 12:50:57 PM  
**Time Spent:** 00:20:16  
**IP Address:** 99.189.109.140

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Page 1

**Q1**

Full Name:

Cynthia D'Agosta

---

**Q2**

**Fairview Park Steering Committee**

Indicate the name of the Committee/Commission you are interested in serving on:

---

**Q3**

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

I retired one year ago after serving for four years as the City's FVP Administrator; as such, I was the staff support to this committee. I'd like to continue to contribute my knowledge of the park, Master Plan Update, and specific projects, to the Committee's planning efforts.

I am a Costa Mesa resident with a 35 year career as a Landscape Architect, leading and supporting communities in preserving and planning for, meaningful places/landscapes. My experiences include working with regulatory and municipal agencies to develop land management plans that include public engagement processes.

I hold a Masters Degree in Landscape Architecture from the Harvard School of Design, and am a new Board Member of the Banning Ranch Conservancy.

---

**Q4**

As a Committee/Commission member, what ideas or projects are of interest to you?

- Completion of the Master Plan to include natural and cultural resource management plans.
  - Development of an educational/docent program for FVp.
  - City prioritization of mesa and bluff restoration plans.
- 

**Q5**

**Respondent skipped this question**

Optional Resume:

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#67

**Collector:** Web Link 3 (Web Link)  
**Started:** Monday, August 29, 2022 8:44:04 PM  
**Last Modified:** Monday, August 29, 2022 8:49:34 PM  
**Time Spent:** 00:05:29  
**IP Address:** 107.184.188.165

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Page 1

**Q1**

Full Name:

Joni Rolenaitis

---

**Q2**

**Fairview Park Steering Committee**

Indicate the name of the Committee/Commission you are interested in serving on:

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**Q3**

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

As a resident of Mesa Verde, I'm close to and regularly enjoy Fairview Park and am interested in maximizing the benefits of this exquisite urban oasis. As a long-term executive I can bring my experience maximizing decisions to benefit multiple constituencies, especially for a public good as necessary as this park.

---

**Q4**

As a Committee/Commission member, what ideas or projects are of interest to you?

I'm interested in projects that maintain the natural beauty and wildlife refuge of the reserve while still providing other multi-use, public recreation.

---

**Q5**

**Respondent skipped this question**

Optional Resume:

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#86

COMPLETE

**Collector:** Web Link 3 (Web Link)  
**Started:** Wednesday, September 07, 2022 4:41:36 PM  
**Last Modified:** Wednesday, September 07, 2022 4:44:48 PM  
**Time Spent:** 00:03:12  
**IP Address:** 107.184.173.231

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Page 1

**Q1**

Full Name:

Thomas Fanning

---

**Q2**

**Fairview Park Steering Committee**

Indicate the name of the Committee/Commission you are interested in serving on:

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**Q3**

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

I am a father of 2, and along with my wife, we use the park regularly for all the available regular, outdoor activities as well as the train rides, and concerts. We've been in the area for almost 10 years, have invested in a home, and plan to be around for a long time. This opportunity is a good way to use my professional training to help out in the community.

Professionally, let's start at the beginning:

I graduated from the University of Notre Dame, School of Architecture.

Afterward, I lived in Seattle, WA and worked in Architecture, with projects focusing on historic preservation /restoration, master planning, and environmental design. After moving to Orange County, I became the director of construction for a local development and property management firm. My goal in doing this was to take my Architectural knowledge and use it to learn more about the development and construction side of the world. In both of these positions, I spent a lot of time interfacing with city planners, officials, and staff, as well as organizing public outreach.

---

**Q4**

As a Committee/Commission member, what ideas or projects are of interest to you?

Finding new ways to balance preservation with public access/need.

Continued outreach to opportunities to host local events.

Clarity to public on why paths are closed with information on duration.

---

#61

COMPLETE

**Collector:** Web Link 3 (Web Link)  
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**Last Modified:** Monday, August 22, 2022 5:09:30 PM  
**Time Spent:** 00:05:00  
**IP Address:** 76.251.108.203

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Page 1

**Q1**

Full Name:

Daniel Joseph Baume

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**Q2**

**Fairview Park Steering Committee**

Indicate the name of the Committee/Commission you are interested in serving on:

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**Q3**

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

I've been involved with the Fairview park alliance for several years. I continually show up for the non native plant removal events.

---

**Q4**

As a Committee/Commission member, what ideas or projects are of interest to you?

Very interested in continuing the beautification of Fairview park and other parks.

---

**Q5**

**Respondent skipped this question**

Optional Resume:

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#70

COMPLETE

**Collector:** Web Link 3 (Web Link)  
**Started:** Wednesday, August 31, 2022 10:08:16 AM  
**Last Modified:** Wednesday, August 31, 2022 10:17:30 AM  
**Time Spent:** 00:09:14  
**IP Address:** 104.34.15.253

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Page 1

**Q1**

Full Name:

Kohl Crecelius

---

**Q2**

**Fairview Park Steering Committee**

Indicate the name of the Committee/Commission you are interested in serving on:

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**Q3**

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

First and foremost, I am an avid runner and I find myself in Fairview Park every week as I live nearby. I am a small business owner in Costa Mesa and I also have over a decade of experience in non-profit work as well, so I know what it means to articulate an important message and get people behind a movement.

---

**Q4**

As a Committee/Commission member, what ideas or projects are of interest to you?

I first want to learn about the history of the committee and past successes and failures that people perceive when it comes to Fairview Park. My hope would be to see the park conserved and improved, which I believe would come as a result of community interest and involvement.

---

**Q5**

Optional Resume:

Kohl Crecelius - Profile.pdf (47.3KB)

---

## Contact

kohl@knownsupply.com

[www.linkedin.com/in/kohlgreyson](http://www.linkedin.com/in/kohlgreyson)  
(LinkedIn)

[www.knownsupply.com](http://www.knownsupply.com) (Company)

[www.krochetkids.com](http://www.krochetkids.com) (Company)

[everythingisinspiration.com](http://everythingisinspiration.com) (Blog)

## Top Skills

Social Entrepreneurship

Social Enterprise

Marketing Strategy

## Languages

Spanish

## Publications

Cool Hunting

# Kohl Crecelius

Co-founder at KNOWN SUPPLY & Krochet Kids intl.

Orange County, California, United States

## Summary

For the last 14 years I have been passionately pursuing the intersection between social impact, business, and fashion. My work at KNOWN SUPPLY -- inclusive of Krochet Kids intl. -- is pushing the boundaries of what it means to be an apparel brand and a human-centered business.

I am constantly learning, always a work in progress, and I rely on an amazing community of friends, mentors, and family to help me continue to take steps toward becoming the best version of myself.

---

## Experience

### KNOWN SUPPLY

Co-Founder

January 2017 - Present (5 years 8 months)

Costa Mesa, CA

KNOWN SUPPLY is here to humanize the apparel industry by celebrating the people who make our clothing, and the people who wear it. We want to democratize ethical apparel and make it available to more people, brands and companies.

Order your own t-shirt or partner with us to outfit your larger organization.

### Krochet Kids intl.

Co-Founder

2007 - Present (15 years)

Costa Mesa, CA

We are a lifestyle brand rooted in headwear & accessories. We exist to empower makers and introduce customers to the people who make their products in an effort to better connect our world.

We are a brand of KNOWN SUPPLY.

## Connecting Things

Co-Founder

September 2014 - Present (8 years)

Costa Mesa, CA

With the motivation to connect and inspire, some friends and I created a rotating monthly speaker series that takes place throughout Orange County, CA and highlights some of the most innovative groups and individuals who are creating what's new in our area and their industry as a whole.

Join us the first Wednesday of every month!

## Everything Is Inspiration (Personal Blog)

Writer

September 2009 - Present (13 years)

Costa Mesa, CA

I believe that all aspects of our lives and experiences can serve as inspiration. Some things expose our passions and gifts, while others serve as an example of what not to become. Either way we can learn to live increasingly inspired lives.

---

## Education

University of Washington, Michael G. Foster School of Business

BA, International Business · (2004 - 2008)

#75

COMPLETE

**Collector:** Web Link 3 (Web Link)  
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**Last Modified:** Tuesday, September 06, 2022 1:25:16 PM  
**Time Spent:** 00:30:37  
**IP Address:** 12.220.22.74

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Page 1

**Q1**

Full Name:

Edwin C. Glover Jr. (Bo Glover)

---

**Q2**

**Fairview Park Steering Committee**

Indicate the name of the Committee/Commission you are interested in serving on:

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**Q3**

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

I am a resident of Costa Mesa who utilizes Fairview Park and recognizes its value to our community. I have been Executive Director of the Environmental Nature Center (ENC) in Newport Beach since 1995. The ENC opened its Nature Preschool in 2019 and since 2021 is the owner of ENC Tucker Wildlife Sanctuary in Modjeska Canyon. In my role at ENC, I have provided past tours of Fairview Park for the general public and provided consultation for various entities regarding restoration efforts within the park. When I'm not hiking or camping with my family, I affiliate myself with a number of worthwhile community organizations. I'm Past-President of the Association of Nature Center Administrators (ANCA) where I served on the Board of Directors from 2001-2010. I am also past-President of the California Society for Ecological Restoration (SERCAL) where I served on the Board of Directors from 1999 to 2010. I was also a member of the Orange County CREEC Network Advisory Committee from 1999 to 2016, Chairman of the City of Newport Beach Castaways Park Advisory Committee from 1999 – 2003, a member of the Newport-Mesa Schools Foundation Grants Allocations Committee from 1996-2012, served on the Environmental Board of the City of Huntington Beach from 2009 to 2012, and was member of the Market Leader Advisory Board of the Orange County US Green Building Council from 2016 to 2021. I'm a LEED Accredited Professional and currently serve on the Board of Directors of Orange Coast River Park Inc. in the role of Treasurer. In December 2017, I was the recipient of the Lakers Community Champion Award, presented by the Los Angeles Lakers and LG Solar on the Court at halftime, to recognize my work at the ENC. I received the 2018 Leadership Award from the Association of Nature Center Administrators in September 2018.

---

**Q4**

As a Committee/Commission member, what ideas or projects are of interest to you?

Establishing best practices throughout all operations of Fairview Park.

---

#62

COMPLETE

**Collector:** Web Link 3 (Web Link)  
**Started:** Monday, August 22, 2022 6:21:08 PM  
**Last Modified:** Monday, August 22, 2022 6:33:55 PM  
**Time Spent:** 00:12:46  
**IP Address:** 209.203.79.108

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Page 1

**Q1**

Full Name:

Deborah Koken

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**Q2**

**Fairview Park Steering Committee**

Indicate the name of the Committee/Commission you are interested in serving on:

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**Q3**

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

Fairview Park is Costa Mesa's only natural park. My interest in nature has led me to many years of involvement with the Sierra Club, Back To Natives, Fairview Park Alliance and many other environmental organizations, and I want to participate in beautifying Fairview Park and educating my fellow Costa Mesans about its resources.

---

**Q4**

As a Committee/Commission member, what ideas or projects are of interest to you?

I am interested in habitat restoration and preservation and in encouraging volunteer-based habitat restoration programs in Fairview Park.

---

**Q5**

**Respondent skipped this question**

Optional Resume:

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#81

COMPLETE

**Collector:** Web Link 3 (Web Link)  
**Started:** Wednesday, September 07, 2022 10:04:28 AM  
**Last Modified:** Wednesday, September 07, 2022 10:21:11 AM  
**Time Spent:** 00:16:42  
**IP Address:** 104.178.238.176

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Page 1

Q1

Full Name:

Dan Vozenilek

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Q2

Fairview Park Steering Committee

Indicate the name of the Committee/Commission you are interested in serving on:

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Q3

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

I want to ensure that this rare open space park is preserved and enjoyed by the public. I grew up down the street from Fairview park and still visit it often these days. I think it is important to have a diverse group of people as members of the Fairview Park Steering Committee. I previously served on the City of Costa Mesa's Parks and Recs Commission, that opportunity has given me a good understanding of Costa Mesa's parks and open space and the need to preserve Fairview Park for future generations to enjoy.

---

Q4

As a Committee/Commission member, what ideas or projects are of interest to you?

As a member of the steering committee I would be focused on learning as much as possible about the current uses of the park and any planned/future projects or uses. I think it's important that Costa Mesa residents are able to enjoy this wonderful space, I'd like to ensure that we explore and thoroughly discuss all opportunities for the park, without conversation our park will not be the best it can be.

---

Q5

Optional Resume:

3A96C85F-6FD3-4479-B075-05BE2773F1F9.jpeg (427.2KB)

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## External Affairs

AT&T · Full-time

Sep 2021 - Present · 1 yr 1 mo

South Bay



## Area Manager

ATT Mobility

Apr 2018 - Sep 2021 · 3 yrs 6 mos

Greater Los Angeles Area



## AT&T Mobility

3 yrs 3 mos



### Sr. Tech Project Manager, PMO Office

Jul 2016 - 2017 · 7 mos

Cerritos

CRAN (small cell) west region program manager.



### Sr. Tech Project Manager

Nov 2013 - Jun 2016 · 2 yrs 8 mos

Tustin

Small cell and oDAS project manager



## Project Manager

Cortel

Feb 2009 - Nov 2013 · 4 yrs 10 mos

Project manager for LA market Clearwire project.



## Commissioner, Parks and Recreation

City of Costa Mesa

Mar 2011 - Jan 2013 · 1 yr 11 mos

#83

COMPLETE

**Collector:** Web Link 3 (Web Link)  
**Started:** Wednesday, September 07, 2022 12:22:34 PM  
**Last Modified:** Wednesday, September 07, 2022 12:58:54 PM  
**Time Spent:** 00:36:19  
**IP Address:** 107.195.71.209

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Page 1

Q1

Full Name:

Mathew Garcia

---

Q2

Fairview Park Steering Committee

Indicate the name of the Committee/Commission you are interested in serving on:

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Q3

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

I have been a user of the park since the late 1990's. A resident of Costa Mesa, just south of the Fairview Park (Continental Ave) since 2012. I voted for Measure AA in 2016 and desire to see the park endure. I am a father of two small boys that love Costa Mesa parks, and I especially care for preserving open spaces for our future generations to use, as well as ensuring safe places for all of our community to benefit from. I would like to share my time supporting this committee in order to give back to the community.

I am a working professional with 15 years of experience in business operations, including specific focus on the disciplines of engineering, accounting, human resources, quality assurance, information technology, and facilities/maintenance.

---

Q4

As a Committee/Commission member, what ideas or projects are of interest to you?

I am interested in helping support park activities and restoration work. I have participated in over 6 of the last 8 Fairview Park restoration events in 2022 and have encouraged other members of the community to participate as well. I am a big believer in dialogue and understanding the perspectives of others. I would like to support general improvements to the park especially activities supported by community volunteers. Specifically, supporting kiosk upgrade projects and community events at the park come to mind. By enabling community engagement at the park, the community themselves will help ensure the success of the park, and possibly grow engagement in other city activities. I am interested in pushing forward a monthly event at the park that brings together the community with the goal of building understanding through dialogue about the different uses of the park.

---

## Summary

Working professional with 15 years of broad experience in a wide variety of business/engineering/manufacturing disciplines. Advanced educational degrees with a passion for being useful. Dedicated to my family; my wife and two young boys. Passion for community engagement. Interested in getting more involved in order to give back to others with the goal of leaving things better than I found them.

## Experience

*January, 2020 – current* | Head of Business Operations – **Overair, Inc.**

Lead a 16-member team responsible for accounting, information technology, human resources, quality assurance, security, facilities, and maintenance at a start-up company looking to change urban aerial mobility with an all-electric vertical takeoff and landing 5-passenger aircraft. Been with the company since day one. Have helped grow the organization from 5 employees to 135 employees. Headquartered in Santa Ana, CA. Raised \$170M in funding through Series-B.

*May 2010 – January 2020* | Multiple Positions – **Karem Aircraft, Inc.**

Made myself useful anyway possible at a small, but extremely ambitious and challenge-seeking company developing next-generation tilt-rotor aircraft and applicable technologies.

 **Karem Aircraft, Inc.**  
9 yrs 9 mos  
Lake Forest, CA

- **Head of Administration, Quality Assurance, and Infrastructure**  
Jul 2017 - Jan 2020 · 2 yrs 7 mos
- **Quality Assurance Manager**  
Jan 2013 - Jul 2017 · 4 yrs 7 mos
- **Mechanical Engineering Manager**  
Jan 2015 - Oct 2016 · 1 yr 10 mos
- **Engineering Integration**  
May 2010 - Jan 2013 · 2 yrs 9 mos

*May 2009 – May 2010* | Flight Test Engineer – **The Boeing Co.**

Worked on a team flight testing a 6,000-pound, 36-foot rotor diameter, advanced autonomous helicopter developed under DARPA and the US Army.

## Education

- *University of California, Irvine* – MS Mechanical and Aerospace Engineering, 2009
  - Specialization in flight control systems
- *University of California, Irvine* – BS Aerospace Engineering, 2007

## Hobbies and Organizational Involvement

- Volunteer President of Harbor Soaring Society, a 501(c)(3) non-profit organization
- Volunteer Coach for my son's AYSO Soccer Team
- Passionate about STEAM outreach activities supporting the youth of our community
- Love for the outdoors, nature, and camping with my family

#84

COMPLETE

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**Last Modified:** Wednesday, September 07, 2022 2:26:21 PM  
**Time Spent:** 01:19:25  
**IP Address:** 107.195.71.209

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Page 1

**Q1**

Full Name:

Jeffrey Little

---

**Q2**

**Fairview Park Steering Committee**

Indicate the name of the Committee/Commission you are interested in serving on:

---

**Q3**

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

I am passionate about my community, and I want to do my part to help Fairview Park stay as amazing a park that I have come to know and love. I live on Canyon Drive and frequently walk the park with my wife in the evenings. I enjoy volunteer work and have participated in some of the City's restoration events at Fairview Park.

---

**Q4**

As a Committee/Commission member, what ideas or projects are of interest to you?

I am interested in any project supported by the community.

---

**Q5**

**Respondent skipped this question**

Optional Resume:

---

#85

COMPLETE

**Collector:** Web Link 3 (Web Link)  
**Started:** Wednesday, September 07, 2022 2:16:42 PM  
**Last Modified:** Wednesday, September 07, 2022 2:29:40 PM  
**Time Spent:** 00:12:58  
**IP Address:** 108.255.45.110

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Page 1

**Q1**

Full Name:

James Woodrow Erickson

---

**Q2**

**Fairview Park Steering Committee**

Indicate the name of the Committee/Commission you are interested in serving on:

---

**Q3**

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

I am a lifelong resident and frequent user of the park. Our kids and I love riding around to see different areas of the park, and connecting the park with Talbert and Canyon Parks on bike rides. I have previous service experience on the CM PACS commission, and Active Transportation Committee.

---

**Q4**

As a Committee/Commission member, what ideas or projects are of interest to you?

I would love to create an interpretive program for 4th grade students that incorporates park visits which are led by a representative of a local Native American tribe. There is a lot of California history at Fairview Park and this would be a wonderful supplement to the CA history lessons students learn in 4th grade.

---

**Q5**

**Respondent skipped this question**

Optional Resume:

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#49

COMPLETE

**Collector:** Web Link 3 (Web Link)  
**Started:** Monday, August 15, 2022 1:12:07 PM  
**Last Modified:** Monday, August 15, 2022 1:34:04 PM  
**Time Spent:** 00:21:56  
**IP Address:** 209.198.211.126

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Page 1

### Q1

Full Name:

Philip Richard Palisoul, II

---

### Q2

Indicate the name of the Committee/Commission you are interested in serving on:

**Arts Commission (Complete Questions 9-17 on the Next Page)**

,

**Animal Services Committee,**

**Active Transportation Committee,**

**Fairview Park Steering Committee,**

**Historical Preservation Committee,**

**Mobile Home Park Advisory Committee**

---

### Q3

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

I'd love to be able to give back to the Community in anyway possible and thing this would be a great way to start. As a resident of Costa Mesa for the last 15+ years and as a father of two, I'd love to help make Costa Mesa safer through the Active Transportation Committee.

---

### Q4

As a Committee/Commission member, what ideas or projects are of interest to you?

Anything to help make Costa Mesa a safer place for the residents.

---

# PHIL R. PALISOUL

458 Flower Street – Costa Mesa CA 92687 • palisoul@gmail.com • 949-887-2954

## EXPERIENCED BUSINESS DEVELOPMENT AND PROJECT MANAGER

---

### PROFESSIONAL EXPERIENCE

---

#### Director of Business Development and Project Management

**Omnia Pacific Construction, Orange, CA** <http://www.omniapacific.com> April 2019 to Present

- Increase sales from \$200,000 to over \$1.9 million in multi-family/retail/office projects
- Develop marketing strategy with Executive Team for company moving forward
- Create new relationships and foster existing relationships to drive sales
- Work with company President to identify new business opportunities and revenue streams
- Manage all projects from bid to completion to ensure satisfied clients and to create future opportunities
- Attend (in person and virtual) industry events as primary representative for company

#### Project Manager

**Jones Lang LaSalle, Irvine, CA** <http://www.jll.com/>

March 2018 to April 2019

- Manage multiple retail location developments throughout Southern California from project kickoff to close out
- Coordinate tenant improvement projects including selection of contractors at Manhattan Village Shopping Center
- Lead multiple construction teams to complete concurrent tenant improvement projects and new construction projects
- Develop project construction budgets and schedules to maximize profitability and pace of work
- Maintain excellent relationships between vendors, key stakeholders and the client

#### Managing Director/COO

**Gen Next, Newport Beach CA** <http://www.gennext.com>

November 2013 to March 2018

- Director level Manager overseeing remote team of Regional Directors focus on expansion across United States
- Directly responsible for increasing membership buy-in of C level executives into organization nationwide
- Responsible for routine updating and presentations to Board of Directors and key stakeholders
- Project Management in efficiency changes such as complete rollout of Salesforce CRM

#### Senior Project Manager

**Craig Realty Group, Newport Beach CA** <http://www.craigrealtygroup.com/>

January 2011 to November 2013

- Managed large expansion and development projects for Off-Price Retail Centers
- Budgeted complete project – developed, monitored and controlled all budget aspects
- Managed entitlement process – worked to get all necessary permits and government approvals for zoning and municipalities
- Redeveloped and managed bid process for new construction projects including negotiations with General Contractors
- Project List: Woodburn Phase Four Development 78,000sf, Citadel Phase Four 60,000sf., preplanning and entitlement for Outlets at San Clemente, entitlement for Cabazon

#### Project Manager



**Craig Realty Group, Newport Beach CA** <http://www.craigrealtygroup.com/>

March 2008 to January 2011

- Off-Price Retail Center Project Management and Development
  - Tenant improvement and property management
  - Managed various construction projects on site with subcontractors including roofing, fire and safety systems, parking lot replacements, etc.
  - Analyzed all bids and negotiated contracts with contractors on all projects
  - Project List: Managed leasing and tenant improvement for Green River property with 20 tenant spaces and approximately 176,000sf, Citadel Phase Three 77,000sf.

**Construction Department Assistant**

**Craig Realty Group, Newport Beach CA** <http://www.craigrealtygroup.com/>

2006 to March 2008

- Off-Price Retail Center Construction Assistant
  - Effectively managed multiple retail and industrial centers including negotiating and writing leases
  - Signage review and approvals
  - Streamlined the bidding process to ensure more accurate hard bids and to meet budget targets

**Executive Director**

**Non-profit political organization, Los Angeles CA**

2004 to 2006

- Coordinated county party activities, fundraising and Get Out The Vote efforts for the largest county in the United States
- Managed a team of 10 employees and interns to maximize communication and efficiency with party volunteers
- Organized over 600 county-wide precinct captains, district chairmen and coalition chairmen resulting in 100,000 more voters

**West Coast Director**

**Leadership Institute San Diego CA** <http://www.leadershipinstitute.org/>

2003 to 2004

- Served as the charter leader, organizing the network throughout the West and Pacific Northwest
- Advanced the infrastructure and network support, provisioning resources and a 24 hour rapid response program
- Authored curriculum for the accelerated leadership program; developed training and facilitated learning

---

**EDUCATION**

---

**Master's Degree in Business Administration, University of California at Irvine**

**2009**

- **Marketing Project Leader:** Verizon Wireless Integration Project: created the sales consolidation and implementation plan
- **Advanced Coursework included:** Project Management in a Changing Culture, Organizational Development, Technology in Project Management, Sustaining Output Methodology and Statistical Methodology in Project Management

**Bachelor of Arts Degree in International Relations, University of California at San Diego**

**2003**

- Captain of the Men's Varsity Crew Team

**CONTINUING EDUCATION**

**PRESENT**

- **Project Management Professional Certification (in progress), Project Management Institute**
  - <http://www.pmi.org/Certification>

**VOLUNTEER WORK**

**Salvation Army**, [www.salvationarmy.org](http://www.salvationarmy.org) - collection of food for families in need  
**Toys for Tots**, [www.toysfortots.org](http://www.toysfortots.org) - collection of Christmas gifts for families in need

If you DO NOT receive a confirmation, please contact our office as soon as possible at  
(714) 754-5225.

## City of Costa Mesa Application for Commission/Committee Appointment

All information on this page only, is considered public information and will be released to the public, including being posted on the City's website.

Name: Lambert Higuera

Indicate the name of the Commission or Committee you are interested in serving on:

The Historical Committee



City of Costa Mesa  
77 Fair Drive, Costa Mesa, CA 92626

1. Indicate why you wish to serve on this Commission/Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Commission/Committee. A resume (optional) may be attached. (Note: All information contained on the resume is public information, will be distributed to the public and posted on the City's website).

As a Costa Mesa native, I am deeply interested in the history that has effected the development and trajectory of this beautiful city. Having been raised on Shalimar Drive, a historically underrepresented community, I am prepared to look at this city from a nuanced perspective, lending an attentive eye toward neighborhoods that would benefit the most from city-wide care. As a UC Irvine graduate, I majored in both Cognitive Psychology and Philosophy, which have prepared me to manage complex and detailed information regarding a variety of topics. During the majority of my time as a student, I served as a tutor at Orange Coast College, where I become sensitive to the needs of others, effectively mentoring and educating students about psychology, philosophy, mathematics, linguistics, and writing. This helped me become an effective communicator and careful advocate to those in need.

2. As a Commission/Committee member, what ideas or projects are of interest to you?

As a committee member, I am interested in developing a project that interviews Costa Mesa residents about their experience living in Costa Mesa. I hope to bring awareness to the events that have shaped Costa Mesa on a personal and collective level. Specifically, I am excited to learn about and bring awareness to the positive changes that have already occurred in Costa Mesa's historically underrepresented communities.

# Lambert Gonzalez Higuera

Costa Mesa, CA | (949) 873-1664 | [Lamberthiguera@gmail.com](mailto:Lamberthiguera@gmail.com)

## Education

**University of California, Irvine** — Psychology and Philosophy Irvine, CA | 2018 — 2022  
GPA: 3.659 | Completed a Dual BA with an emphasis in Learning & Cognition and Cognitive Neuroscience. Awarded Dean's Honor List 6 times. Elected as the Social Media Manager at the UCI Philosophy Club.

**Orange Coast College** — Psychology and Liberal Arts Costa Mesa, CA | 2016 — 2018  
GPA: 3.770 | Received the M.F. Johnston & Monia Johnston Philosophy Scholarship and the Basil Peterson Scholarship. Participated in Study Abroad Cambridge, a program that allows students the opportunity to spend the summer at the University of Cambridge.

## Experience

**Tutor/Professional Expert** — Orange Coast College Costa Mesa, CA | 2019 — 2020

- Coordinated with faculty to promote effective student learning as an embedded tutor, focusing on mediating closely between professor and student in a class of more than 40 students.
- Organized weekly study groups, consisting of 5 to 20 students, where detailed reviews of relevant course material took place, along with student test-preparation, class-specific study plan building, and personalized student proficiency assessments.
- Diversified tutoring center enrollment by giving monthly classroom presentations and expanding my course load to include courses within disciplines such as linguistics, philosophy, and psychology.

**Tutor/Student Assistant** — Orange Coast College Costa Mesa, CA | 2017 — 2018

- Provided one-on-one assistance to more than 20 students on a weekly basis, facilitating homework completion, concept clarification, and test preparation.
- Engaged in frequent course material review to address relevant questions regarding statistical concepts and methodology, as well as how to implement the most effective study regimen.
- Fostered long-term relationships with students and instructors, building an instinct for student individual needs and instructor expectations.

## Leadership

**Social Media Manager** — UCI Philosophy Club Irvine, CA | 2020 — 2021

- Composed all online written communication, which included designing online posts, expanding social media outreach, and replying to interested students on Twitter, Facebook, and Instagram.
- Participated in weekly club meetings, planned future meetings and events during bi-weekly board meetings, and collaborated with board members to create new ways engage club members.
- Led a variety of club meetings discussions and spoke at interclub events to broaden club outreach, which often required public speaking and one-on-one debate.

**Volunteer** — MIKA Community Development Corp. Costa Mesa, CA | 2008 — 2016

- Guided youth community members through the proper procedure and safety precautions involved in surfing for 8 consecutive summers as a Volunteer Surf Instructor for MIKA Surf Club.
- Codeveloped a community clean-up program that reduced furniture dumping and other street waste in Costa Mesa, participating in community cleaning and city council meetings with the sanitary district.
- Assisted the community learning center by tutoring kids on the weekdays, as well as aided the corporate office by organizing file cabinets and supply closets.

## Skills

**Language:** English and Spanish (Fluent)

**Technical:** Python, SPSS, Microsoft Word, PowerPoint, Excel, Data Collection, Data Analysis, and Qualtrics

**Certifications:** CITI Program: Responsible Conduct of Research, Community-Based Researchers, Social/Behavioral Investigators, Vulnerable Subjects – Research Involving Children, and Consent in the 21<sup>st</sup> Century

#49

COMPLETE

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**Time Spent:** 00:21:56  
**IP Address:** 209.198.211.126

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Page 1

**Q1**

Full Name:

Philip Richard Palisoul, II

---

**Q2**

Indicate the name of the Committee/Commission you are interested in serving on:

**Arts Commission (Complete Questions 9-17 on the Next Page)**

,

**Animal Services Committee,**

**Active Transportation Committee,**

**Fairview Park Steering Committee,**

**Historical Preservation Committee,**

**Mobile Home Park Advisory Committee**

---

**Q3**

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I'd love to be able to give back to the Community in anyway possible and thing this would be a great way to start. As a resident of Costa Mesa for the last 15+ years and as a father of two, I'd love to help make Costa Mesa safer through the Active Transportation Committee.

---

**Q4**

As a Committee/Commission member, what ideas or projects are of interest to you?

Anything to help make Costa Mesa a safer place for the residents.

---

# PHIL R. PALISOUL

458 Flower Street – Costa Mesa CA 92687 • palisoul@gmail.com • 949-887-2954

## EXPERIENCED BUSINESS DEVELOPMENT AND PROJECT MANAGER

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### PROFESSIONAL EXPERIENCE

---

#### Director of Business Development and Project Management

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- Attend (in person and virtual) industry events as primary representative for company

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- Organized over 600 county-wide precinct captains, district chairmen and coalition chairmen resulting in 100,000 more voters

**West Coast Director**

**Leadership Institute San Diego CA** <http://www.leadershipinstitute.org/>

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- Served as the charter leader, organizing the network throughout the West and Pacific Northwest
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- Authored curriculum for the accelerated leadership program; developed training and facilitated learning

---

**EDUCATION**

---

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- Captain of the Men's Varsity Crew Team

**CONTINUING EDUCATION**

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  - <http://www.pmi.org/Certification>

**VOLUNTEER WORK**

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**Toys for Tots**, [www.toysfortots.org](http://www.toysfortots.org) - collection of Christmas gifts for families in need

#50

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**Time Spent:** 00:02:43  
**IP Address:** 104.178.238.25

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Page 1

**Q1**

Full Name:

Elise Gates

---

**Q2**

**Animal Services Committee,**

Indicate the name of the Committee/Commission you are interested in serving on:

**Historical Preservation Committee**

---

**Q3**

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

I am a life long animal lover, and would like to work to improve the lives of our animal friends.

---

**Q4**

As a Committee/Commission member, what ideas or projects are of interest to you?

Improving animal parks and recreation.

---

**Q5**

Optional Resume:

**Resume\_Elise\_Gates.docx (22.5KB)**

---

## ELISE GATES

(714) 887-4893 | egates0424@gmail.com | www.linkedin.com/in/ebieb

### **SUMMARY**

Ambitious team player with solid multi-tasking and leadership abilities and experience across a broad range of business areas with an enthusiastic, energetic, upbeat attitude. Strong ability to be proactive and self-motivated and takes initiative to complete and anticipate office administrative needs. Able and eager to learn the substance of the work involved to be an effective facilitator within the business unit.

### **SKILLS & ABILITIES**

- Strong verbal, written and interpersonal skills
- Attentive to detail
- Problem Solving
- Organization and Time Management
- Resource Management
- Process Improvement
- Microsoft Office Suite (Word, Excel, PowerPoint, Outlook)

### **EDUCATION**

The University of Arizona, Tucson, Arizona  
Bachelor of Arts in Secondary Education, 3.6 GPA

### **EXPERIENCE**

#### **09/2020 to Present Financial Advisor, Prudential Financial, Orange, California**

- Completes fact-finding process to allow for thorough understanding of clients' financial goals and needs
- Offering strategic advice on products and services, such as investments, insurance coverage and debt management tools
- Specializes in helping clients meet their protection needs through a variety of insurance products
- Performing market research to stay current with financial trends
- Maintaining compliance with all rules and regulations in the financial industry

#### **11/2017 to 08/2019 Administrative and Marketing Assistant, Geocon West, Inc., Irvine, California**

- Screening and routing phone calls, arranging conference calls/web-based meetings, ordering supplies, photocopying, scanning, and mailing documents
- Prepared and execute proposals for contract bid opportunities with a 60% success rate
- Review, analysis and reconciliation of invoices and expense reports submitted by staff and outside vendors
- Planned, implemented, and maintained strategic marketing social media strategy; extract consumer insights from social media plan; increased followers by 5% in first month of project execution



**02/2016 to 10/2017 Receptionist, Westminster Veterinary Group, Westminster, California**

- Screening and routing phone calls, Managing appointment and surgery calendars
- Preparing responses to correspondence containing routine inquiries regarding pet health and safety
- Contributed to coordination and execution of hospital Rewards Program, with 75% sales success rate
- Maintaining various files, databases, and filing systems

**03/2015 to 02/2016 Veterinary Technician, Beach Garfield Veterinary Hospital, Huntington Beach, California**

- Initiated and assisted in treatments of patients in conjunction with daily appointments
- Demonstrated technical knowledge to clients, including medication effectiveness and instructions

**10/2013 to 04/2014 Senior Recruiter, College Works Painting, Irvine, California**

- Evaluated candidates for acceptance into company internship program by effectively building, increasing, and maintaining a continuous pipeline of qualified and available talent
- Interviewing and registering suitable candidates via various recruiting and sourcing tools with 80% success

**06/2012 to 10/2013 Administrative and Recruiting Assistant, Global IT Resources, Huntington Beach, California**

- Assisting in review and analysis of searches for qualified individuals via computer databases, networking, internet recruiting resources, cold calls, and employee referrals
- Successfully develop and implemented sourcing and outreach strategies to maximize the applicant pool and meet organizational workforce needs to exceed sales goals by 15%
- Develop and delivered on boarding training for new employees by providing general team and systems orientation; Trained new and tenured employees on systems and all business functions
- Conducted market research, assembled and interpret data to prepare reports and documents
- Established clear objectives for lessons and delivered concise communications of those objectives to students, kept accurate records, and evaluated progress based on achievement of performance competencies

**CERTIFICATIONS AND LICENSES**

FINRA Security License Series 6, 63, and 65

CA Insurance License 4050828

TEFL Institute, Teaching English as a Foreign Language

#64

COMPLETE

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**IP Address:** 172.226.7.54

---

Page 1

**Q1**

Full Name:

Janice Hansen

---

**Q2**

**Historical Preservation Committee**

Indicate the name of the Committee/Commission you are interested in serving on:

---

**Q3**

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

I am a 23 year long resident of 427 16th Place, Costa Mesa, and am a mostly retired physician. I am originally from Hinsdale, Illinois, and I have a keen interest in historically important locations, homes, parks and points on different freedom trails in our area. I've worked with a genealogist toward preservation of a home on the Underground Railroad in Illinois. We have local areas of interest in Costa Mesa that have been sanctuary locations for travel. I would like to help these places be recognized.

---

**Q4**

As a Committee/Commission member, what ideas or projects are of interest to you?

Locations of interest on migrant trails, original homes, original settlers and future plans for preservation.

---

**Q5**

**Respondent skipped this question**

Optional Resume:

---

#68

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Last Modified: Monday, August 29, 2022 9:04:40 PM  
Time Spent: 00:14:38  
IP Address: 104.34.20.29

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Page 1

**Q1**

Full Name:

Brian Israelson

---

**Q2**

**Historical Preservation Committee**

Indicate the name of the Committee/Commission you are interested in serving on:

---

**Q3**

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

I am a history nerd, nothing gets me more excited then learning, teaching and discovering history. I was born at Hoag and my family home has always been Costa Mesa. Mesa Verde is where My grandparents bought in the 50's and the Diego Sepulveda Adobe was my first introduction to the history around me as a child. I've been fascinated with our local history since, the businesses that have come and gone. We do have a great past that must be carried on to future generations.

---

**Q4**

As a Committee/Commission member, what ideas or projects are of interest to you?

A separate museum at the Diego Sepulveda Adobe to expand on the whole history of our native past good and bad. The conquistadors and the Spaniards, the exploration and the first settlers, so much more we can do to expand the minds of our neighbors.

---

**Q5**

**Respondent skipped this question**

Optional Resume:

---

#60

**COMPLETE**

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**Last Modified:** Monday, August 22, 2022 4:55:53 PM  
**Time Spent:** 00:02:50  
**IP Address:** 73.70.115.30

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Page 1

**Q1**

Full Name:

Wyatt Lin

**Q2****Mobile Home Park Advisory Committee**

Indicate the name of the Committee/Commission you are interested in serving on:

---

**Q3**

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

Real estate management specifically to owning and managing mobile home parks

---

**Q4**

As a Committee/Commission member, what ideas or projects are of interest to you?

Mobile home parks and affordable housing

---

**Q5****Respondent skipped this question**

Optional Resume:

---

#49

COMPLETE

**Collector:** Web Link 3 (Web Link)  
**Started:** Monday, August 15, 2022 1:12:07 PM  
**Last Modified:** Monday, August 15, 2022 1:34:04 PM  
**Time Spent:** 00:21:56  
**IP Address:** 209.198.211.126

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Page 1

### Q1

Full Name:

Philip Richard Palisoul, II

---

### Q2

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I'd love to be able to give back to the Community in anyway possible and thing this would be a great way to start. As a resident of Costa Mesa for the last 15+ years and as a father of two, I'd love to help make Costa Mesa safer through the Active Transportation Committee.

---

### Q4

As a Committee/Commission member, what ideas or projects are of interest to you?

Anything to help make Costa Mesa a safer place for the residents.

---

# PHIL R. PALISOUL

458 Flower Street – Costa Mesa CA 92687 • palisoul@gmail.com • 949-887-2954

## EXPERIENCED BUSINESS DEVELOPMENT AND PROJECT MANAGER

---

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#65

COMPLETE

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**Time Spent:** 00:22:45  
**IP Address:** 104.178.223.178

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Page 1

**Q1**

Full Name:

Joy Young

---

**Q2**

**Mobile Home Park Advisory Committee**

Indicate the name of the Committee/Commission you are interested in serving on:

---

**Q3**

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

I am a current resident of a Mobile Home Park in Costa Mesa and served as the unofficial interim coordinator to unite and educate the residents during our park's recent purchase. I researched law, gathered information and consulted with the members of the community who were able to provide insight into our situation including a former Costa Mesa mayor/city councilman and MHPAC member, both of whom are personal connections of mine (and could serve as references).

During our Park's transition there were a lot of questions and uncertainty for the residents. I would like to join this committee to help other residents be protected and educated regarding their unique housing situation.

I have a graduate degree in Business with many years of work experience in Workers' Compensation and HR. This experience has taught me to objectively evaluate a situation, review and apply corresponding law, and remember that there are people on the other side of the paperwork.

Currently I am serving the Costa Mesa community in the role of the Children's Director at a local church.

---

**Q4**

As a Committee/Commission member, what ideas or projects are of interest to you?

The sell of our park made me realize how vulnerable a position Mobile Home Owners are actually in, and I would like to join the committee to help protect these Costa Mesa Residents. Since Mobile Home Parks represent a portion of the city's more affordable housing they are vital to our community.

---



#66

COMPLETE

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**Last Modified:** Tuesday, August 23, 2022 10:51:02 PM  
**Time Spent:** 00:22:34  
**IP Address:** 76.87.66.238

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Page 1

Q1

Full Name:

Stacy Moffatt

---

Q2

Mobile Home Park Advisory Committee

Indicate the name of the Committee/Commission you are interested in serving on:

---

Q3

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

I would like the opportunity to be apart of the Mobile Home Park Advisory Committee because the business of housing is a topic that endlessly fascinates me. Especially since I live in a mobile home park. I feel I could offer valuable insight as a resident, and help bridge the gap on all of the aspects of what it means to have mobile home parks in our amazing city. I feel my small business background, and passion for housing makes me a strong advocate for this committee.

---

Q4

As a Committee/Commission member, what ideas or projects are of interest to you?

As a committee member, I would like to work toward resolutions between land owners, management, and the security of the residents. When people feel safe, they can contribute to their community at their best, and that is what I would like to be a part of.

---

Q5

Respondent skipped this question

Optional Resume:

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#82

COMPLETE

**Collector:** Web Link 3 (Web Link)  
**Started:** Wednesday, September 07, 2022 11:28:26 AM  
**Last Modified:** Wednesday, September 07, 2022 11:35:06 AM  
**Time Spent:** 00:06:39  
**IP Address:** 208.184.161.156

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Page 1

**Q1**

Full Name:

Vienna HanselAshley

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**Q2**

**Mobile Home Park Advisory Committee**

Indicate the name of the Committee/Commission you are interested in serving on:

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**Q3**

Indicate why you wish to serve on this Committee/Commission. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee/Commission. A resume (optional) may be attached.

I have been a apartment owner /landlord of a 44 unit complex for over 30 years and have helped many seniors in mobile home parks understand their By Laws in different counties. I'm a hard worker and clear thinker and love helping people.

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**Q4**

As a Committee/Commission member, what ideas or projects are of interest to you?

I'm interested in helping people and the City.

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**Q5**

**Respondent skipped this question**

Optional Resume:

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