

CITY OF TUSTIN  
COMMUNITY SERVICES COMMISSION  
REGULAR MEETING  
**MINUTES**  
Wednesday, April 15, 2015, 6:00 p.m.  
COUNCIL CHAMBER

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*"We Create Community in Tustin through People, Partnerships, Programs, and Parks."*

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- 6:00 P.M.            1. CALL TO ORDER  
Chairperson Marsh Peery called the meeting to order at 6:00 p.m.
- Given                2. PLEDGE OF ALLEGIANCE  
Chair Pro Tem Moore led the Pledge.
- Commissioners Present    3. ROLL CALL  
Chairperson Donna Marsh Peery and Chairperson Pro Tem Erin Moore; and Commissioners Amy Nakamoto, Ken Henderson, and Larry Sample
- Commissioners Absent    3. ROLL CALL  
None
- Others Present        David A. Wilson, Director, Parks & Recreation Services  
Chad Clanton, Superintendent, Parks & Recreation Services  
Alissa Birmingham, Recording Secretary
4. PUBLIC INPUT  
None
- APPROVED            5. APPROVAL OF THE MARCH 18, 2015, REGULAR MEETING MINUTES  
Chair Pro Tem Moore moved and Commissioner Nakamoto seconded to approve the regular meeting minutes of the March 18, 2015, meeting. Motion carried, 5-0.
- RECEIVED            6. COMMUNICATION AND CORRESPONDENCE  
Information received on behalf of the Commission during the month of April.
- Assorted Program Flyers
- RECOMMENDATION:  
Receive and file.
- Chairperson Marsh Peery liked the proactivity and saw flyers for future events. Reminder there is a Community Shredding Day May 16, 2015.
- REGULAR BUSINESS
- APPROVED            7. COMMISSION LIAISON POSITIONS  
Staff will provide Commissioners with a detailed overview of the liaison positions established to fulfill the Commission's responsibility to oversee and coordinate with community groups pursuant to the City Council's directive. Commissioners will select primary and alternate liaison assignments for 2015-2016.
- RECOMMENDATION:  
Review the descriptions and details of the five community groups, discuss preferences, and approve alternate liaison assignments for 2015-2016.

Community Outreach (Liaison – Donna Marsh Peery, Alternate – Erin Moore)  
Special Events Committees (Liaison – Erin Moore, Alternate – Amy Nakamoto)  
Tustin Community Foundation (Liaison – Larry Sample, Alternate – Ken Henderson)  
Senior Advisory Board (Liaison – Amy Nakamoto, Alternate – Larry Sample)  
Economic Development (Liaison – Ken Henderson, Alternate – Donna Marsh Peery)

Commissioner Henderson moved and Commissioner Nakamoto seconded to approve the Commission liaison positions. Motion carried, 5-0.

RECEIVED

#### 8. 2015 SPONSORSHIP PACKET

Staff will inform the Community Services Commission about the newly developed 2015 Sponsorship Packet being utilized by Parks and Recreation Department staff members to solicit sponsorships from the local business community.

#### RECOMMENDATION:

Receive and file.

There is a page for every event the department does. There are package bundles available which discount the sponsorship level. More successful through this packet than in past years. Continuing promotion of Sponsorship Packet through summer.

Commissioner Henderson asked if there is a discount when companies create their own packages. Commissioner Henderson asked if there can be multiple Title Sponsors, Superintendent Clanton answered that it depends on the size of the event.

Commissioner Nakamoto asked about the Big Bang Package, how do you divide the package among the events? Superintendent Clanton responded that they get the Title Sponsorship level but for a discounted amount.

Chair Pro Tem Moore asked if there is a separate account for sponsorships. There is and staff can charge the sponsorship account for their event needs.

Commissioner Henderson can present the packet at the BEDC meeting.

RECEIVED

#### 9. VICTORY PARK UPDATE

Victory Park is nearing completion and staff will provide a presentation to update the Commissioners regarding the park amenities.

#### RECOMMENDATION:

Receive and file.

The park will be opening fairly soon. It pays homage to MCAS Tustin with the design and materials.

There will be:

- Picnic shelter
- Cabanas
- Picnic Pods – first come, first served
- Restroom and shelter
- Storage behind restrooms
- Play mound

- Reflection area – replica of base insignia
- Large turf area
- Parking – 25 space lot
- Playground – over \$400,000 of play equipment in this area
- Victory Garden
- Victory Garden educational opportunities
- Victory Garden runways
- Air control focal point – more educational opportunities

Chair Pro Tem Moore asked about the runway garden, was it intended to be a vegetable garden? Director Wilson said the intent was always just grass.

Chairperson Marsh Peery asked if there would be street parking since there are only 25 spaces. Director Wilson told the Commission that it's a neighborhood park so there will not be more parking.

Commissioner Henderson asked about the punch list items still to be completed. Director Wilson said drainage, electrical issues, other small stuff needs to be completed.

The opening could be in May.

#### 10. COMMISSIONER LIAISON REPORTS

Commissioners provided a report to the Commission on their liaison assignments as follows:

SAMPLE	<p>TUSTIN COMMUNITY FOUNDATION</p> <ul style="list-style-type: none"> <li>• Upcoming Tea at Wilcox Manor – May 9<sup>th</sup> at 2:00pm – no cost</li> </ul>
NAKAMOTO	<p>SENIOR ADVISORY BOARD</p> <ul style="list-style-type: none"> <li>• Community Yard Sale is Sat. April 25<sup>th</sup></li> <li>• April 24<sup>th</sup> is Memorial Day Luncheon</li> <li>• April 28<sup>th</sup> is the April Birthday Celebration</li> <li>• Tuesday May 5<sup>th</sup> – Volunteer Luncheon</li> <li>• May 8<sup>th</sup> – Mother's Day Luncheon</li> </ul>
HENDERSON	<p>ECONOMIC DEVELOPMENT</p> <ul style="list-style-type: none"> <li>• May 14<sup>th</sup> is Old Town Meeting</li> <li>• Centro is opening this Saturday</li> <li>• Miguel Jr's will open May 22<sup>nd</sup></li> <li>• Greenwood Park will open in late May</li> <li>• Cornerstone (office buildings) is looking for developers</li> <li>• Identity Theft Workshop in June, IRS will be guest speaker</li> </ul>
MOORE	<p>SPECIAL EVENTS</p> <ul style="list-style-type: none"> <li>• No report</li> </ul>
MARSH PEERY	<p>COMMUNITY OUTREACH</p> <ul style="list-style-type: none"> <li>• Chili meeting was postponed for today, meeting will be next week</li> </ul>
WILSON	<p>11. DIRECTOR'S REPORT</p> <p>EASTER EGG HUNT – APRIL 4, 2015</p> <ul style="list-style-type: none"> <li>• Sarah Randall put most of this event together</li> <li>• 4,800 eggs were passed out</li> <li>• Free family event</li> </ul> <p>YOUTH TRACK MEET – APRIL 11, 2015</p> <ul style="list-style-type: none"> <li>• Over 275 children participated</li> </ul>

- Karl Halili put the event together
  - Thank you to Commissioners for helping with awards
- COMMUNITY YARD SALE – APRIL 25, 2015
- Booth space is sold at a reasonable price
  - In the Tustin Area Senior Center Parking Lot
- SKATE PLAZA DESIGN FORUM
- Went well, next meeting will be Monday, April 20<sup>th</sup>
  - Will feature more above ground stairs and rails
- COMMUNITY CENTER AT THE MARKETPLACE
- Will be hosting State of the City this year – June 11<sup>th</sup>
  - Potential clients are being met on Wednesdays for tours
- VETERANS MEMORIAL
- Approved through stakeholder meetings
  - Being presented to Council April 21<sup>st</sup>

## 12. COMMISSIONER COMMENTS

- HENDERSON
- Enjoyed Egg Hunt. Track Meet was fun, worked hard. Looking forward to summer. BEDC Board Meetings may be at the new community center.
- SAMPLE
- Attended Egg Hunt working TCF pancake booth. Shout out to the City, great article in the Tustin News. It's great advertisement. One suggestion, can City look into extending reclaimed water lines to Katherine Spur area, Centennial Park, and Fig Tree Park.
- NAKAMOTO
- Sorry missed Egg Hunt. Track Meet idea, would it be possible to have a board with the results close to the award booth?
- MOORE
- Had pleasure of attending Egg Hunt. Favorite thing was being put to work this year. It would be helpful to have people directing traffic to the egg hunt areas. It was a big need. Signs can't be seen from that far away. Having the balloons was awesome. They can be seen from far away. Maybe next year there is a stronger monitoring presence for the lines; cutting in lines was an issue.
- MARSH PEERY
- Pushing heavily to be involved in disability services, did a great job last year with Alissa's help. Tustin Community Foundation and Tustin Lions are interested in participating. Maybe a disability movie night or something to get involved. Would like to explore something where Tustin is facilitating the event. Attended CPRS Conference on Instagram and Tustin is missing the boat not having an account. That is how the millennials are socializing. Recognition for Sue Robishaw – attending CPRS District 10 award. Recognition for Commissioner Nakamoto – nominated for Tustin Area Man / Woman of the Year.

Meeting was  
adjourned at 7:23  
p.m.

## 16. ADJOURNMENT

Commissioner Henderson moved and Commissioner Nakamoto seconded to adjourn the meeting at 7:23 p.m. Motion carried 5-0.

The next Regular Meeting of the Community Services Commission will be Wednesday, May 20, 2015, at 6:00 p.m. in the Council Chamber at 300 Centennial Way, Tustin.

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Donna Marsh Peery  
Chairperson

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Alissa Birmingham  
Recording Secretary