



CITY OF NEWPORT BEACH
PARKS, BEACHES & RECREATION COMMISSION AGENDA
Newport Beach Council Chambers — 3300 Newport Boulevard
Tuesday — November 1, 2011 – 6pm

Commission Members:

Phillip Lugar, Chair
Kathy Hamilton, Vice Chair
Tom Anderson
Ron Cole
Roy Englebrecht
Marie Marston
Jack Tingley

Staff Members:

Laura Detweiler, Recreation & Senior Services Director
Mark Harmon, Municipal Operations Director
Sean Levin, Recreation Superintendent
Teri Craig, PB&R Secretary

ORDER AND ROLL CALL

DIRECTOR'S COMMENTS

- Director Detweiler
- Director Harmon
- City Council Actions

PUBLIC COMMENTS

Members of the public are invited to comment on non-agenda items of public interest. Speakers are limited to three minutes.

NOTICE TO THE PUBLIC

This agenda was prepared by the Office of the Recreation & Senior Services Director and staff reports are available at the Department of Recreation & Senior Services. Staff reports or other written documentation have been prepared and organized with respect to each item of business listed on the agenda. Regular meetings of the Parks, Beaches & Recreation Commission are generally held on the first Tuesday of each month at 6pm. If you have questions or require copies of any of the staff reports or other documentation regarding any item of business on the agenda, please contact the Recreation & Senior Services staff at (949) 644-3158. The agendas, minutes and staff reports are also available on the City's website at www.newportbeachca.gov.

All matters listed under **Consent Calendar 1-3** are considered by the Commission to be routine and will all be enacted by one motion in the form listed below. The Commission Members have received detailed staff reports on each of the items recommending approval and there will be no separate discussion of these items prior to the time the Commission votes on the motion unless members of the Commission, staff, or the public request a specific item to be discussed and/or removed from the Consent Calendar for separate action. The City provides a yellow sign-in card for those wishing to address the Commission to assist in the preparation of the minutes. If you do fill out the card please place it in the box at the table. Before speaking, please state your name for the record.

CONSENT CALENDAR

1. Minutes of the October 4, 2011 regular meeting.

Recommendation: Waive reading of subject minutes, approve and order filed.

2. Park & Operations Division Activity Report.

Recommendation: Receive/file monthly Activity Report for activities and upcoming projects.

3. Recreation & Senior Services Activity Report.

Recommendation: Receive/file monthly Activity Report for activities and upcoming projects.

NEW / CONTINUED BUSINESS

4. Special Tree Removal Request

Recommendation: Approve removal of the Blue Gum Eucalyptus special tree request on Holiday Road.

5. Bench Donation Process Report

Recommendation: Receive/file the Bench Donation Process Report.

6. Schedule a Joint Meeting with the City of Costa Mesa Parks & Recreation Commission

Recommendation: Schedule Joint Meeting with City of Costa Mesa Parks & Recreation Commission to discuss the Landscaping Plan for Irvine Avenue on Wednesday, December 7, 2011@ 7pm at the City of Costa Mesa Council Chambers.

7. Reforestation Request

Recommendation: Deny the reforestation request of Tiffany Klarin at 1500 Sylvia Lane.

COMMITTEE REPORTS

- | | |
|---|---|
| • Park Development – Anderson, Lugar, Marston | • Youth Sports Liaison – Anderson, Englebrecht |
| • Recreation/Senior Activities – Anderson, Hamilton, Lugar | • Ad Hoc |
| • Budget – Lugar, Marston, Tingley | • Fire Rings – Hamilton, Anderson, Marston |
| • Community Service Award – Englebrecht, Cole, Hamilton | |

FUTURE AGENDA ITEMS - Matters which Commissioners may wish to place on a future agenda or raise for discussion.

ADJOURNMENT

This committee is subject to the Ralph M. Brown Act. Among other things, the Brown Act requires that the Commission's agenda be posted at least 72 hours in advance of each meeting and that the public be allowed to comment on agenda items before the Commission and items not on the agenda but are within the subject matter jurisdiction of the Commission. The Commission may limit public comments to a reasonable amount of time, generally either three (3) or five (5) minutes per person.

It is the intention of the City of Newport Beach to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the City of Newport Beach will attempt to accommodate you in every reasonable manner. Please contact Teri Craig, PB&R Secretary, at least 72 hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible (949-644-3158 or tcraig@newportbeachca.gov).

CITY OF NEWPORT BEACH

Parks, Beaches & Recreation Commission
Regular Meeting
October 4, 2011 – 6pm

Convened 6:01pm

ROLL CALL

Present: Phil Lugar, Chair
Tom Anderson
Ron Cole
Roy Englebrecht
Kathy Hamilton
Jack Tingley

Absent: Marie Marston

Staff: Laura Detweiler, Recreation & Senior Services Director
Mark Harmon, Municipal Operations Director
Sean Levin, Recreation Superintendent
Teri Craig, Admin Assistant

DIRECTORS COMMENTS

- Director Detweiler – None
- Director Harmon stated that he would provide an oral report with no action necessary on the removal of the trees on Irvine Blvd later in the meeting.
- City Council Actions – None

PUBLIC COMMENTS

Jayne Starr inquired about the Park Patrol program and role at Big Corona and a decreased presence since the program began many years ago.

Director Detweiler stated that when the Park Patrol program originated it was to be the ambassador to the City's sports fields and did not include the beach front; but as time went on it became apparent that the program would be beneficial to expand their presence to Corona del Mar State Beach. Over the last two summers the City has had dedicated staff on the beach from Friday through Monday and has actually increased its presence at CDM State Beach. The Activity report included in tonight's agenda provides information related to the number of public contacts Park Patrol made over the summer.

Commissioner Englebrecht commented that Park Patrol is not there for crime prevention but rather make sure that the public using the fields for games are properly permitted. He went on to say that the Park Patrol is a tremendous addition to our City and that we are lucky to have them.

Commissioner Hamilton commented that maybe the reason the Park Patrol is not quite as visible on the bluff top is because they are actually out on the beach.

CONSENT CALENDAR

1. Minutes of August 2, 2011 regular meeting.

Recommendation: *Waive reading of subject minutes, approve and order filed.*

2. Pulled by a member of the audience.

3. Recreation & Senior Services Activity Report.

Recommendation: *Receive/file monthly Activity Report for activities and upcoming projects.*

4. Pulled by Commissioner Tingley

5. Pulled by Director Harmon

Motion by Chair Lugar to accept items 1 and 3 of the Consent Calendar. Motion carried by acclamation.

2. **Park & Operations Division Activity Report.** Dan Purcell asked three questions – (1) the cost of graffiti removal and how the new contractor is working out; (2) clarification on beach area refuse versus the debris and why it was so much more this year than last year; and finally (3) why is the gutter mile numbers swept so much less this year than last. He commented that the City is doing an excellent job of taking care of the graffiti and commended Jim Auger for his work and that contractor is good at removing without damaging but noted that he was concerned that in the long term if the contractor needs a little extra money; what steps are taken to prevent an interest of confluence. Mr Purcell stated that he lives on Ocean Blvd and that most on his block are very clean and take care of their streets and for a couple of months he even picked up trash and disposed of it and took note of the type or trash and stated sweeping once a week is just not enough and requested additional street sweeping specifically during the summer and on the weekends.

Director Harmon thanked Mr. Purcell for his complements of Mr. Auger and agreed that he does do a great job. Regarding street sweeping he reported that every single residential street is swept once per week and noted that might not be enough in some very congeded areas like Ocean Blvd and would be glad to look at it but commented that any additional sweeping would require additional funding. In regards to beach area refuse he stated that that there are two different categories – one is for beach trash which are from the containers on the beach and included the piers and the trash containers on the boardwalk and agrees that there has been significant increase in trash. He stated that the other type of beach debris is seaweed and driftwood that are picked up from the scrapers. Director Harmon stated that the street sweeping was contracted out about a year ago and staff has received many great comments from residents. The reason for the reduction of curb mileage is that when the contractor came on board the routes were adjusted, i.e. PCH used to be swept five days a week and now has been cut down to one time a week and no complaints have been received. He went on to say in years past staff tracked curb miles by looking at the odometer when they left the yard and when they returned. He agreed that it was not the most accurate method but we we did not have GPS systems. This contractor has a very sophisticated GPS system and their curb mile swept begins when that gutter broom hits the ground and stops when the block ends and so the number that is seen here is an accurate count of curb miles swept. Staff is actually able to confirm to the public what time the street sweeper actually hit their street. He noted that there are two approaches for graffiti – when there is offensive or vulgar language and the contractor cannot get to it immediately then staff is used but that the contractor is used more because of the reduction of staff. Director Harmon commented that the graffiti contractor is required to take a picture of the graffiti at the sight before cleaning; the real reason for the picture is not to really track his costs but rather provide the pictures to the Police Department for their data base and if the graffiti artist is caught then the City can take them to court.

Commissioner Hamilton asked how successful the graffiti program is with the Police and the recoup of costs.

Director Harmon stated that he would have to attain that information from the PD.

Chair Lugar opened the public discussion; hearing none the public discussion was closed.

4. **Dog Nuisance Dispense Donation.** Commissioner Tingley asked whether dogs were allowed on the bay side since that is where the donation will be located. He asked if the purpose was for clean-up.

Director Harmon stated yes. He stated that the dispensers are used for clean up and that the HOA is donating for the future Marina Park area as well. Director Harmon stated that the doggie bag stations really do help with clean-up.

Chair Lugar opened the public discussion; hearing none the public discussion was closed.

5. **Reforestation Request.** Director Harmon stated that he wanted to be clear on exactly what the Harbor View Hills South Homeowners Association is doing. He stated that there are a total of 11 trees that they have applied for removal and replaced; two of those trees are Carrotwoods on Keel and Outrigger Drive and those two trees will be replaced with Magnolia trees at those sites. There are also

nine Brazillian Pepper trees that are in a general shared area and those nine will be removed because of view issues and will be replanted within the Association. Staff recommends approval.

Chair Lugar opened the public discussion; hearing none the public discussion was closed.

Motion by Commissioner Marston to approve items 2, 4 and 5 of the Consent Calendar. Motion carried by acclamation.

NEW / CONTINUED BUSINESS

6. **Reforestation Request.** Director Harmon stated that staff has received a request for reforestation of one City street tree from Tiffany Klarin at 1500 Sylvia Lane. He stated that all requirements have been met but staff is requesting that this item be tabled until staff is able to discuss the issue further with the homeowner and contractor to see if something can be worked out in order to save the tree.

Chair Lugar opened the public discussion

Michael Klarin stated that the roots from this tree have caused three fences to deteriorate. He noted that their contractor believes that just moving the fence will not solve the situation and that the tree should be removed.

Director Harmon asked the homeowner to give staff just a little more time to see if they can save this 30-40 year old tree possibly by root pruning or a root barrier and would defer to the arborist regarding the recommendation and that this item would be brought back to the Commission.

Chair Lugar closed the public discussion

Motion by Chair Lugar to table the Reforestation Request of Tiffany & Michael Klarin at 1500 Sylvia Lane until November to provide staff additional time to work out an acceptable agreement with the homeowner. Motion carried by the following vote:

Ayes: Cole, Englebrecht, Lugar, Hamilton, Tingley
Abstain: Anderson
Absent: Marston

7. **Appointment of Beach Fire Rings Sub-Committee.** Director Detweiler stated that the City Council has requested the Parks, Beaches & Recreation Commission review issues related to the City's beach fire rings and examine options to remedy these concerns. Fire rings are located on the beach in two areas including Corona del Mar (27 fire rings) and the Balboa Pier area (33 fire rings). She stated that issues are related but not limited to health hazards and safety in regards to the hot ash that remains in the fire rings as well as curfew issues. She asked that the Commission designate three members to the sub-committee. The sub-committee will meet at a later date and would be publicly noticed and open to the public to attend and make comment. Following those meetings the sub-committee will bring back a recommendation to the full Commission on how to remedy those issues.

Commissioner Lugar appointed Vice Chair Hamilton as the Chair and Commissioners Anderson and Marston.

Chair Lugar opened the public discussion

Barb Peters stated that she lives on Breakers Drive and that she believed the posted signs that stated that that the beach would be closed after 10pm when they moved in about 14 years ago. She noted that over the years she has seen and heard everything from church events to stabbings to people leaping over the fires during the Persian New Year. She stated that she personally has called the police literally hundreds of times after 10pm as late night fire ring fans arrive or return after the gate has been closed.

Chair Lugar stopped Ms. Peters and noted that the Commission really wants to hear her comments and concerns but that review of the Fire Rings is not before them at this time and that these comments should be made to the sub-committee when they meet.

Ms Peters stated ok and confirmed there would be additional opportunity for public comment.

Chair Lugar asked Ms. Peters to work with Commissioner Hamilton and to get her comments to her.

Commissioner Englebrecht asked if there was a deadline for this committee to return to the Commission with their report.

Chair Lugar stated that there is not a specific date from the Council. He commented that possibly there could be progress report at the November meeting.

Commissioner Englebrecht stated that the Council is asking for some pretty drastic recommendations and are asking for options to remedy the concerns listed in the staff report. He noted that these fire rings are an icon of the City and is one of the reasons that many people come to this City and that this should not be taken lightly and believes that this issue could be one of the most important issues that this Sub-Committee and Commission has ever had to deal with.

Chair Lugar closed the public discussion

Motion by Chair Lugar to appoint Commissioner Hamilton as Chair and Commissioners Anderson and Marston to the Beach Fire Rings Sub-Committee. Motion carried by the following vote:

Ayes: Anderson, Cole, Englebrecht, Hamilton, Lugar,
Noes: Tingley
Absent: Marston

Director Harmon stated that he wanted to provide information to the Commission regarding the Irvine Avenue tree removal. He began by saying that he is aware that the Commissioner's received a letter from City Manager Kiff on the details of why the decision was made to remove the trees. He stated that there are two projects that staff is actively engaged in.

The first project is the Irvine Avenue medians and noted that there are seven medians between West Cliff and 17th and Dover where the Blue Gum Eucalyptus trees were located and there were approximately 104 trees. He stated that those trees were planted as a hedgerow to block the wind for agricultural fields which a long time ago protected fields. These trees were planted because they are an incredibly fast growing species and were planted right next to each other. He noted that the problem was that these 104 trees had basically grown together. He stated that on September 20th the decision was made to remove the all the trees and on September 21st, WCA was given the go ahead and the trees were removed on Wednesday. WCA did an incredible job with minimal interruption to Irvine Blvd. He went on to say that staff is now challenged with landscaping those medians and have committed to working with Newport Beach residents and the City of Costa Mesa. He stated that the property line between Costa Mesa and Newport Beach is right down the middle of the median. He noted that there is an agreement with the City of Costa Mesa and Newport Beach that puts the responsibility for maintenance to Newport Beach. So staff now has the job of re-landscaping those seven medians and possibly enhancing them. He stated that the first step is for staff to meet with Costa Mesa and that they will come back with options and different designs to the Commission. He stated again that this will be a very public project.

The second project is the review of the other 250+ Blue Gum Eucalyptus trees that remain in the City. He stated that the City has contracted with a private party arborist to work with the two City arborists to evaluate every one of those trees.

Commissioner Tingley stated that it looks like there is one stump left and will it go away.

Director Harmon stated that he will look into it and will talk to staff about it.

Commissioner Tingley stated that the Mariners School staff asked the Commissioner to say that the safety efforts that were taken to take down those trees to make sure that those kids were safe brought tears to their eyes and that it was amazing to see and were quite complimentary and now the kids can cross the street with full view access.

Chair Lugar thanked Director Harmon and his staff for their response. He noted that he totally understood why the trees needed to come down and was it more structural then disease and asked if that was the right road in his assumption. And if it was diseased did the arborist do anything or was there a pathology report done.

Director Harmon stated that the tree that failed on September 15 and that stump was removed and locked away at the GS yard so that testing could be done by a third party. He stated that staff sent a sample to a soil and root lab and they also visited the GS yard the next day and took their own sample. He commented that they are scheduled to have that report next week.

Commissioner Anderson stated that he wanted to go on record and that he has lived in that neighborhood near Irvine Avenue since 1988 and has raised his children on Priscilla, and the reaction that he received from his neighbors was far different than those of Commissioner Tingley. He received lots of anger, questioning Monday morning quarterbacking and that his only response to these people is that he did not have any information. He asked if Costa Mesa was even notified before the trees came down and wonders who will cover the cost for the replenishment of the trees. He stated that he looks forward to planning something that looks nice for those entering Newport Beach off Irvine Avenue. Commissioner Anderson stated that maybe this is an opportunity to put our best foot forward.

COMMITTEE REPORTS –

Parks – Nothing to report. Commissioner Anderson asked about Coastal Commission regarding Sunset Ridge. Director Detweiler stated that the application to develop Sunset Ridge Park is with the Coastal Commission and their staff just recently issued a recommendation to deny the application. She went on to say that the City has asked that hearing on this issue be delayed until November. She stated that the public has an opportunity to comment during public comments at the Coastal Commission meeting that will be held in Huntington Beach on October 5-7. She stated that when the actual item has been agendized staff will inform the Commission of the date and location. She also noted that there will be City representation at the Huntington Beach meeting as well.

Commissioner Anderson asked about the repaving of the bike paths at Castaways.

Director Harmon stated that there were some complaints about the striping and would need to talk to Public Works regarding the outcome.

Chair Lugar stated that he has received some concerns from people about the 10 speed racers on the bike paths and that the signs are too small for them to see.

Director Harmon stated that he could invite Public Works to discuss this issue at a future meeting.

RSS – Nothing to report.

Budget – Nothing to report.

Community Service Award – Nothing to report. Superintendent Levin stated that he would send the application and information to the committee.

Youth Sports – Nothing to report.

FUTURE AGENDA ITEMS

Castaways Park striping.

Commissioner Englebrecht stated that he still wants to see the park bench design.

Director Detweiler stated that staff does keep a running tally of items requested.

Director Harmon stated that this item has not been forgotten but asked that the Commission remember that this last month has not been normal and that a bench donation request will not be brought forward until a Bench Design report has been provided to the Commission.

ADJOURNED @ 7:22pm

Submitted by: _____
Teri Craig, Admin Assistant

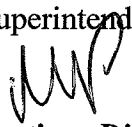
DRAFT



Municipal Operations Department

PB&R Commission Agenda
Item No. 2
November 1, 2011

TO: Parks, Beaches and Recreation Commission

FROM: Parks and Trees Maintenance Superintendent and Operations Support
Superintendent 

SUBJECT: *October Parks, Trees, and Operations Divisions Activity Report*

Parks Maintenance Division Activities

1. Parks Maintenance Division staff continues working with the Public Works Department on numerous projects in the planning and construction phases.

Projects currently underway:

- Jamboree Road Widening at Bristol
- Bitterpoint and Rocky Point Pump Stations
- Sidewalk, Curb and Gutter Contract - various locations
- Sewer Pump Station Improvements – various locations
- Civic Center
- Buck Gully Lower Canyon Stabilization

Projects that are in the planning phases:

- Sunset Ridge Park
- Marina Park
- 19th Street Tide Valve
- China Cove Slope Stabilization
- Bristol Street North and South Landscapes
- Dover Drive Median
- Irvine Ave., Westcliff to Dover
- Lido Village

2. The Municipal Operations Department and Merchants Landscape Services staff worked together to complete an irrigation upgrade project at Castaways Park. The

Park was first developed in 1998, and later, a Re-vegetation Project was completed in 2004 with Grant funding and public input.

As part of the Re-vegetation project, a native Meadow Sedge (*Carex Pansa*) grass area was planted, and the irrigation system was expanded to water these newly landscaped areas. However, due to budget restrictions, wiring for the irrigation valves was not installed, and automation of the valves relied on a remote controlled system that has recently become unreliable and antiquated.

The recent irrigation upgrade project included the installation of irrigation wires to run through all the Park's irrigation valves. As an added incentive, the new wires will make use of the City's weather-based irrigation controllers, taking full advantage of water saving techniques for all areas of the Park.



Trees Division Activities

During the month of September, 913 trees were trimmed, 117 trees removed, 8 trees planted.

The City's tree services contractor, pruned trees within the Corona Del Mar, Spyglass Hills, Buffalo Hills, Santa Ana Heights, Balboa Peninsula and Lido Isle areas, as part of the City's overall grid trimming schedule. Additionally, the annual pruning of selected Eucalyptus, Coral and Palm trees are currently taking place throughout the City.

1. During the week of September 21st, our Department was very involved in working with our tree contractor, West Coast Arborist (WCA), in the emergency removal of 104 large Eucalyptus globulus (Blue Gum) trees from the medians on Irvine Avenue. With approximately 12 hours to stage equipment and personnel, WCA removed the 104 trees in less than 8 hours. It was a JOB WELL DONE to Dan Sereno and the Parks Team, and the crew from WCA. Over the past month we have had to deal with very tough issues, and I am extremely proud of the professionalism and dedication of the MOD Team, including the Field Maintenance staff who assembled a team to shut down the street. Thank you all.

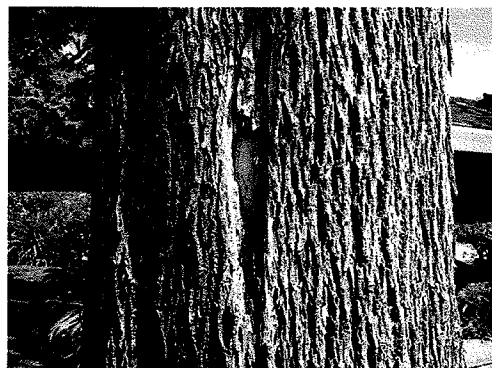
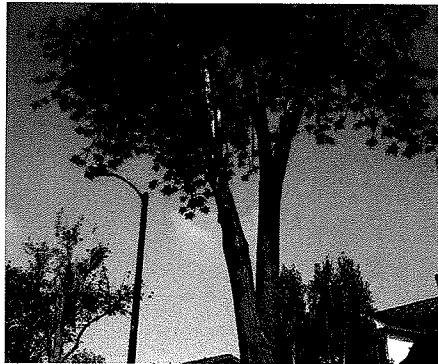
We have now turned our attention to the renovation of these Irvine medians. To that end, staff is working closely with the Parks, Beaches, and Recreation Commission to form a committee to recommend replacement trees for this area, including any remedial landscape work that will be required. We have involved the

neighboring communities in these discussions so that they have had the opportunity to weigh in on what the new “look” for that street should be. At the same time this work started, we continued our inspection program for the remaining 300+ Blue Gum eucalyptus trees in the City. Staff and contract arborists have worked together to insure that the remaining trees are safe and healthy. My sincere thanks to the City Manager’s Office, Police Department, City Attorney’s Office and Human Resources Department for all your help in addressing these tree concerns.

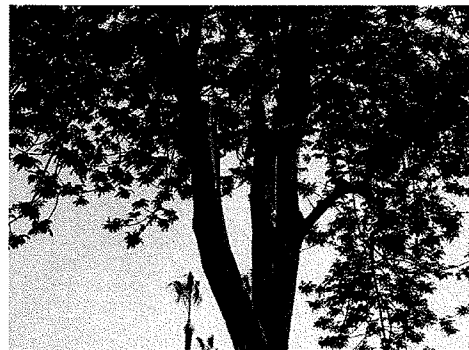
2. In October 2011, the City Manager, Risk Manager and Municipal Operations Deputy Director approved an emergency removal of two City Tomlinson Ash trees that are listed as a Special Tree, Neighborhood Tree, in accordance with the removal criteria of Council Policy G-1. The trees were inspected by a Certified Arborist, R. Dan Jensen and Association, which noted that both trees suffered from a severe crack along one of its major stems. Additionally, the trees had extensive decay in its scaffold limbs which had become structurally weak. The trees were posing an imminent danger of collapsing.

Staff concurred with the Arborist’s recommendation to remove the City trees immediately due to public safety concerns. The trees were removed on September 29, 2011.

2018 Leeward Lane



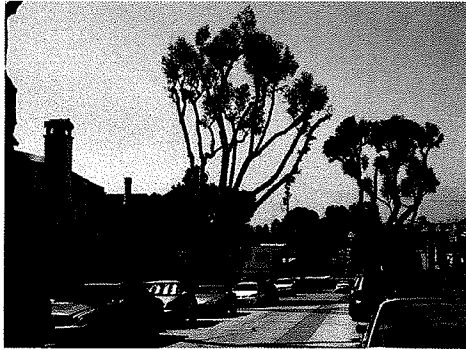
2024 Leeward Lane



3. In October 2011, the City Manager, Risk Manager and Municipal Operations Deputy Director approved an emergency removal of a City Eucalyptus tree that is listed as a Special Tree, Neighborhood Tree, in accordance with the removal criteria

of Council Policy G-1. The tree was severely root decayed at the base of the trunk. The tree was posing a potential public hazard and was removed on September 28, 2011.

430 Poppy Avenue



The attached Tree Activity Report summarizes requests and field activities performed during the past months.

Beach Maintenance Activities

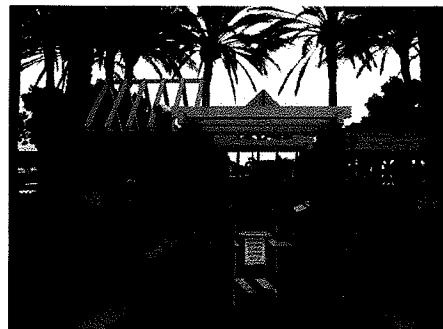
1. Department staff recorded 2,343 hours of scheduled overtime for summer activities during the 17 weekends from Memorial Day through Labor Day. Crew members from the Operations Support division continued to maintain the high level of cleanliness and safety in the beach areas and surrounding commercial districts for the summer visitors who come to enjoy the City's hospitality and beaches. Among the summer maintenance activities is the supplemental restroom cleaning program, which is in its 11th successful year. An on-site contract attendant restocks paper products, and provides continued cleaning of the facilities at Corona del Mar State Beach, Washington Street, Balboa and Newport Piers, 15th Street, and on Balboa Island. The Operations Support division overcame several challenges this summer, including the recent big surf and high tides event, the transition to a new janitorial services contractor for beach area restrooms, and the first season of beach refuse collection by a private contractor.
2. During the week of September 19th, the Storm Drain Maintenance Crew finished the removal of 435 inlet guards in front of catch basins on Balboa Island, Balboa Boulevard, and portions of Coast Highway in West Newport and Corona Del Mar to minimize the potential for flooding during the upcoming rainy season. The program was implemented nine years ago, and the inlet guards have proven to be one of the best structural improvements that the City has made in order to improve water quality and to keep debris from entering into our harbor and ocean during the dry spring and summer months.
3. The week of September 5th, Operations Support and Parks Maintenance staff were busy with the post-Labor Day weekend clean-up and the preparation for the 8th Annual Coastline Car Classic Show at Corona del Mar State Beach parking lot. The beach, park, and restroom facilities, were groomed, cleaned, and washed down.

On Sunday, September 11, crews made the final touches to the site in preparation for the 250 classic cars to be displayed. It was an extraordinary automotive and lifestyle event showcasing the craftsmanship, elegance, and sheer exhilaration of some of the most distinguished automobiles and luxury exhibitors in Southern California. Staff ensured that visitors were comfortable by cleaning and restocking the restroom facilities throughout the day.

4. During the week of September 26th, Corona del Mar State Beach was groomed and detailed by the Beach Maintenance Crew for the 50th Annual Sandcastle Contest, which was held on Sunday, October 2nd. Clear skies and warm temperatures set the stage for an enthusiastic crowd of participants and attendees who turned out for the annual event. As the contest continues to grow in popularity, so do the maintenance activities that are necessary to ensure a clean and safe environment for all involved.

38th Street Park - Shade Structure Replacement

Facility Maintenance staff discovered several cracks in the lower beams of the shade structure during a normal inspection of the restroom facility at the 38th Street Park. A temporary support was installed to stabilize the structure. City inspectors and supervisors from Public Works, Community Development, and Municipal Operations Departments, following inspections, discussions, and visualizations, agreed to remove the structure and replace it with new material.

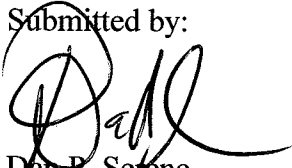


Due to the condition of the existing lumber of the beams, an emergency contract to remove the aging structure was prepared. The work is being completed by a private contractor (All Pro Builders) under the supervision of the project manager Rick Scott.

All Pro Builders safely removed and hauled away the old material on September 26. When weather permits, the contractor will be back on site to start the framing aspect of the job. Once that's completed, the new lumber will receive a primer/sealer application and a fresh coat of paint. We are all eagerly waiting to see the finished product!

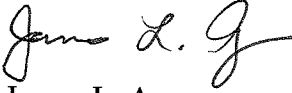
See attached Municipal Operations Department, Activities Report for September 2011.

Submitted by:



Dan P. Sereno

Parks and Trees Maintenance Superintendent



James L. Auger

Operations Support Superintendent

Attachments: (A) Tree Activity Report 2011-2012
(B) Municipal Operations Department, September 2011 Activities Report



Municipal Operations Department

Parks and Trees Division
Fiscal Year 2011-2012

Problem Tree Removals

Month	# Trees	Location(s)
July-11	0	
August-11	0	
September-11	0	

Reforestation Tree Removals

Month	# Trees	Location(s)
July-11	4	(2) trees at 321 Anade Avenue, (2) trees at Altura Drive
August-11	0	
September-11	0	

Municipal Operations Department - General Services Divisions - Activities Report - September 2011	This Month	This Month Last Year	Total To Date	TTD Last Year
Asphalt/Concrete				
Street Patching (Tons of Blacktop)	180	278	670	614
Sidewalk Repaired (sq. ft.)	2,401	3,435	8,966	10,622
Curb & Gutter Replacement (lin. ft.)	46	187	347	671
Sweeping, Beach Cleaning, Demo Materials (tons)	393	216	988	804
Asphalt/Concrete Recycled (tons)	326	280	910	752
Signs & Traffic Markings				
Signs Made	0	60	237	224
Signs Installed	226	200	600	599
Decals	5	50	6	130
Special Purpose Signs/Banners Made	6	105	25	330
Street Striping (lin. ft.) Added/Replaced	4,238	1,207	74,888	8,048
Pavement Markings (including reflective)	24	2	141	76
Parking Stalls	81	12	92	14
Curb Painting (lin. ft.)	552	251	17,057	8,205
Thermoplastic (lin. ft.)	0	0	0	0
Sign Posts Installed	7	22	47	57
Graffiti				
Graffiti Incidents Removed by Staff	15	26	31	127
Graffiti Incidents Removed by Contractor	56	50	233	164
Refuse Collection				
Residential (tons)	2,798	2,773	8,839	8,784
Liquid HazMat Incidents	18	21	50	73
E-Waste Incidents	2	18	10	48
U-Waste Incidents	3	9	22	30
Recyclables (tons)	1,161	1,166	3,687	3,735
Trees				
Trimmed by Staff	11	8	30	31
Trimmed by Contractor	913	1,070	4,545	3,355
Removed	117	18	142	39
Planted	8	0	15	10
Roots Pruned by Contractor	0	11	14	11
Roots Pruned by Staff	0	0	10	6
Automotive				
Repairs	130	282	573	861
Preventive Maintenance Completed	57	66	187	230
PM Labor Hours	140	171	488	587
Beach Maintenance				
Beach Area Refuse (tons)	122	133	529	446
Beach Debris (tons)	82	43	233	203
Sweeping/Storm Drain				
Gutter Miles Swept	3,406	4,389	10,806	13,830
Sweeping Debris (cubic yards)	594	523	1,943	1,715
Storm Drain Debris (cubic yards)	174	94	222	163

**Recreation Services
Monthly Activities Report**

To: Parks, Beaches & Recreation Commission
 From: Sean Levin, Recreation Superintendent
 Re: Recreation Division Monthly Activities Report

ALL NEWPORT BEACH LIGHTED SPORTS FIELDS AUTOMATED

In September, the final piece to the modern, online, lighting control system for Newport Beach fields was completed by Musco Sports Lighting. These updates allow staff to control the park facilities with 10 lighted sports fields from any computer.

Staff will save many hours throughout the year as all lighting schedules to these fields will be pre-programmed from City Hall instead of having to visit each individual park site.

The “control link” system automatically adjusts to “sunset” times each day. The system is now benefitting the City with savings from unneeded electricity use in addition to less staff time needed for programming.

A sample week from the City’s lighted field schedule:

Facility Name/Field	Sun 2 ON/OFF	Mon 3 ON/OFF	Tue 4 ON/OFF	Wed 5 ON/OFF	Thu 6 ON/OFF	Fri 7 ON/OFF
Arroyo Park						
Baseball		6:04p/ 10:15p	6:03p/ 10:15p	6:01p/ 10:15p	6:00p/ 10:15p	5:59p/ 10:15p
Soccer		6:04p/ 10:15p	6:03p/ 10:15p	6:01p/ 10:15p	6:00p/ 10:15p	5:59p/ 10:15p
Bonita Creek Park						
Baseball 1		6:04p/ 10:30p	6:03p/ 10:30p	6:01p/ 10:30p	6:00p/ 10:30p	5:59p/ 9:30p
Baseball 2		6:04p/ 10:30p	6:03p/ 10:30p	6:01p/ 10:30p	6:00p/ 10:30p	5:59p/ 9:30p
Night Lights	6:05p/ 6:47a	6:04p/ 6:48a	6:03p/ 6:49a	6:01p/ 6:49a	6:00p/ 6:50a	5:59p/ 6:51a
Quartz Lights						
Security	6:05p/ 6:47a	6:04p/ 6:48a	6:03p/ 6:49a	6:01p/ 6:49a	6:00p/ 6:50a	5:59p/ 6:51a
Soccer		6:04p/ 10:30p	6:03p/ 8:30p	6:01p/ 10:30p	6:00p/ 10:30p	5:59p/ 10:45p
Grant Howald Park						
Baseball			6:03p/	6:01p/	6:00p/	

AFTER-SCHOOL ENRICHMENT PROGRAMS A SUCCESS!

This past fall season the City began collaborating with the Mariners School PTA and the Newport Elementary School Foundation to operate after-school enrichment classes. The schools, parents and City staff have been extremely pleased with the first session. Recreation staff contracted with current and new instructors to develop class courses taught at the school on a quarterly basis. Programs have included a variety of classes such as, Art, Baton and Cheer, Cooking, Science, Spanish, Surf, Tennis, Tae Kwon Do and more!

Fall 2011 Recap

School	Enrollment	Revenue
Mariners Elementary School	258 participants	\$37,755
Newport Elementary School	219 participants	\$37,267



FLAG FOOTBALL CONTINUES!

Flag Football is now into their seventh week of play with 25 teams that include over 350 children practicing at the City's elementary schools learning the skills of passing, catching and running. Games continue to be played every Friday evening at Bonita Creek Park thru November 18th. After the regular season, four teams from each division will represent Newport Beach in the Orange County playoffs hosted by Newport Beach the week of November 28th.

RED CROSS SHELTER TRAINING HELD OCTOBER 6, 2011 @ WNCC

The Recreation & Senior Services (RSS) Department in partnership with the Fire Department, Red Cross, CERT and OASIS Volunteers coordinated a disaster shelter exercise on October 6 at the West Newport Community Center. The City has not conducted this type of exercise in 10 years and was developed to provide our Department the opportunity to effectively activate and set up a shelter, clarify roles our staff may be required to assume during an emergency, and refine the methods of city wide coordination during major emergencies. The day's objectives were to:

- Activate an American Red Cross approved shelter
- Deploy the American Red Cross Shelter trailer
- Register and assist shelter victims with over 50 different real life scenarios
- Provide basic needs for shelter victims

Twenty staff and twenty volunteers participated in the exercise which utilized the entire facility to provide areas for registration, feeding, sleeping, health services, children's activity and animal care. The day concluded with a debriefing which reviewed successes and areas to work on to improve our sheltering techniques. The Red Cross was on hand to observe throughout the exercise and provide critical feedback to bring awareness to areas we need to focus on in the event a real disaster takes place and we are called into action. Special thanks to RSS staff who performed with great precision, and Katie Eing and Matt Brisbois for their guidance and all the volunteers for their fabulous role playing with an extra dab of drama.



FROM MARINE PROTECTION AND EDUCATION....

The Back Bay Science Center (BBSC) Programs Committee, consisting of representatives from the City, Department of Fish and Game, County of Orange and UCI, is introducing a new process for requesting BBSC facility use. Since the new facility opened in 2008, demand continues to increase each year. Implementing this new application and review process will help the Committee gather requests quarterly, thus making planning and scheduling more manageable.

Effective this month, a BBSC Facility Use form will be required to be submitted to the BBSC Programs Committee (for review and approval) by the next approaching quarterly deadline. In addition to the Facility Use form, there is an Applicant Letter and BBSC Facility Use Guidelines to read more about the requirements and deadlines. This includes all future requests for meetings, workshops, tours, events, programs, camps, symposia, etc. It applies to all BBSC Operating Partners, Supporting Partners, and non-affiliated BBSC groups or individuals.

If you have questions or would like to receive the forms, please contact Michelle Clemente, Marine Protection and Education Supervisor/BBSC Programs Committee.

IN ADDITION...

The BBSC Programs Committee has also been busy developing curricula for a set of 12 activities designed for school groups participating in BBSC programs. The 12 activities are the first in a series of educational activities created a few years ago by the Programs Committee. These activities are currently being reviewed and will be available in time for the busy spring school field trip season. Again, for further information, please contact Michelle.

FACILITY RENTALS

During the period of Sept 16 –Oct 15, 2011 there were:

- 25 Picnic/Park Area Rentals
- 7 Room Rentals
- 8 Field Rentals
- 9 Gym Rentals

There was one wedding reservation rentals for this period — Sept 24 - Begonia Park, 70 guests

PARK PATROL

Requested calls are assigned visits by staff or schedule or phone requests. Customer Contacts are the number of times they stopped and spoke to customers other than requested calls. Due to the timing of the meeting, these monthly summaries will be two months behind (i.e. in June you will receive April summary)

During the month of **September** Park Patrol had the following number of contacts:

1. Requested Calls
 - 138 with Youth Sports Groups
 - 90 Field related issues/checks
 - 12 Park/Picnic/reservation issues/checks
 - 97 Community Center issues/checks
 - 29 Playground checks
 - 21 other
 - CdM Beach Contacts
 - BBQ's- 47
 - Tents-49
 - Charcoal- 36
 - 1 Pre-event check
 - 1 Post-event checks

2. Public Contacts
 - 192 education
 - 2 alcohol
 - 56 dog related

Written Warnings Issued – 1 for parking violation at Bonita Canyon Sports Park

Citations Issued - none

SPECIAL EVENT PERMITS

As of October 15, 2011, there were 209 Special Event Permits processed and issued for the year. Those events of note for this period are:

Taste of Newport – Newport Center Drive/Fashion Island, Sept 16-18, 2011 - Attendance: 50,000

Lido Yacht Expo – Newport Harbor, Sept 16-18 2011 - Attendance: 2400 per day

City of Newport Beach Surf Contest – 56th Street Beach, Sept 24-25, 2011 - Attendance: 150 per day

Race for the Cure – Fashion Island, Sept 25, 2011 - Attendance: 30,000

Senior Services Monthly Activities Report

To: Parks, Beaches & Recreation Commission

From: Celeste Jardine-Haug, Senior Services Manager

Re: Senior Services Division Monthly Activities Report

OASIS CLASSES AND ACTIVITIES REACH ALL-TIME HIGH

OASIS is proud to announce that we offer over 100 classes and activities for seniors. When the new building opened in October 2010, OASIS offered 76 programs. The new building has attracted new contract instructors and classes are added every month. Since May 2011, the following classes have been added:

Creative Cooking	Italian Renaissance Art History
Creative Painting with Mixed Media	MELT Method (physical therapy principles)
French Impressionism (Art History)	Memoir: Writing your Life Stories
Google 101	Rosen Method Movement (dance-based fitness)
Historic So Calif Landmarks and Early Pioneers	Sculpting
Intermediate Zumba Gold	Spanish Book Discussion Group
Intro to Publisher and Power Point	

SPECIAL EVENTS

The tradition of Oktoberfest came alive at OASIS on October 5 with 140 guests enjoying an afternoon social with bratwursts, beer, pretzels and German Oom-pah music. On November 23, a traditional Thanksgiving lunch will be served with the unique musical fusion of 30's & 40's swing and American honky-tonk performed by Western Boulevard.

FLU SHOTS & MEDICARE COUNSELING

The Flu Shot Clinic on October 19 was well attended. Hoag Hospital's Department of Community Medicine provided the flu vaccine and four nurses to administer the free vaccine to 247 individuals. Assisted by six senior volunteers, the clinic operated in an organized and efficient manner.

This is a busy time of year for HICAP (Health Insurance Counseling and Advocacy Program). Due to an early Medicare enrollment period, October 15-December 7, the Center is hosting Medicare lectures, additional counseling sessions and a full day of one on one counseling in the OASIS Computer Lab for seniors to access their Part D Medicare coverage.

OASIS FITNESS CENTER

The Fitness Center closed its first year with 2,236 members. As of October 18, 266 members have renewed with 2,016 active members. Personal training revenue continues to increase with the addition of 30 minute training packages. For the period September 13 - October 10, the revenue for personal training was \$11,840.

OASIS FACILITY RENTALS

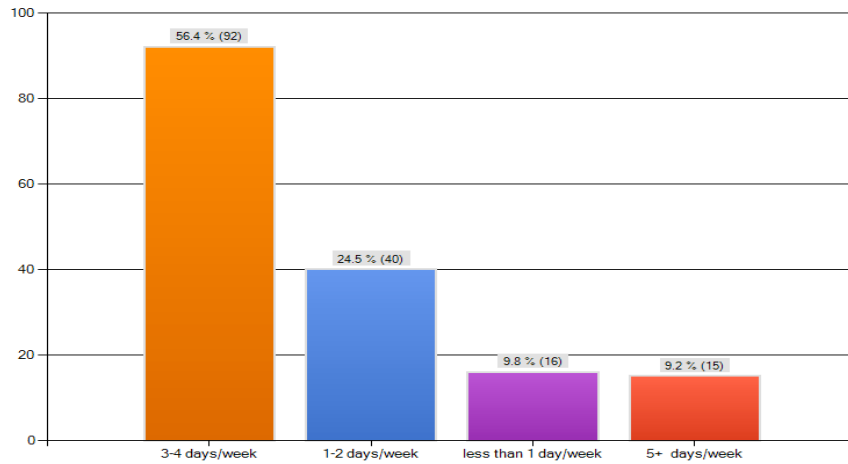
September 2011 had the highest number of facility rentals since opening in October 2010. OASIS generated more than \$9,000 in rental fees with a wedding, a cultural performance by the Iranian American Society of Engineers and Architects, a cooking demonstration & dinner hosted by the Young President's Organization and 12 nonprofit meetings.

OASIS Fitness Center Survey

The OASIS Fitness Center completed its one year anniversary with a survey using *Survey Monkey* to collect useful information. Below is a small sampling of the six pages of information gathered that staff is now analyzing to make any necessary adjustments to the program.

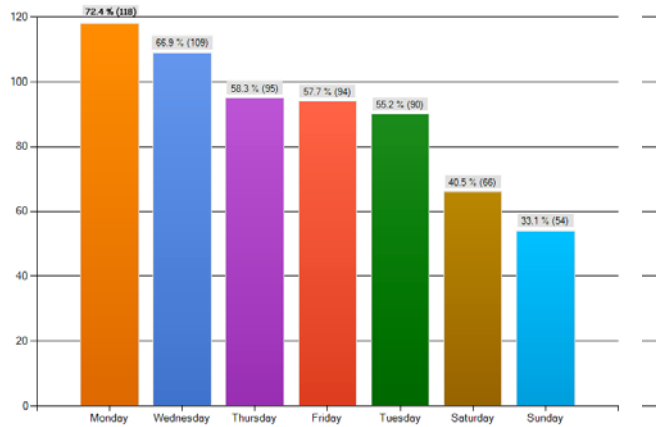
I. Frequency of Use

HOW OFTEN DO YOU USE THE CENTER?

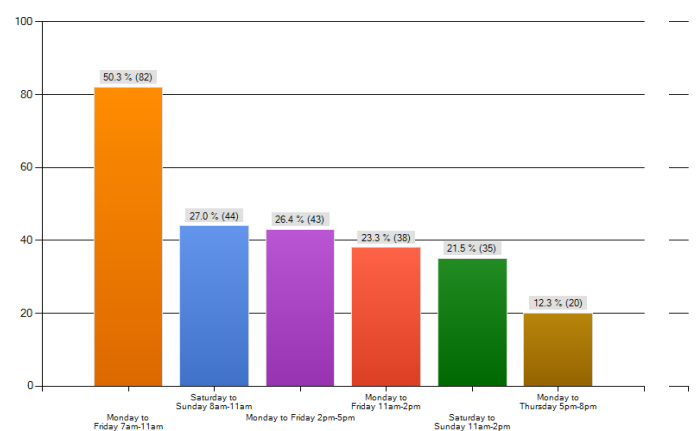


II. Day and Time of Use

WHAT DAYS DO YOU USE THE OASIS FITNESS CENTER?

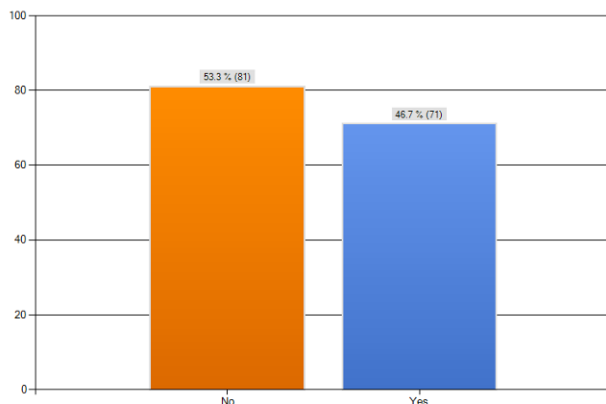


WHAT TIME OF DAY DO YOU USE THE OASIS FITNESS CENTER?

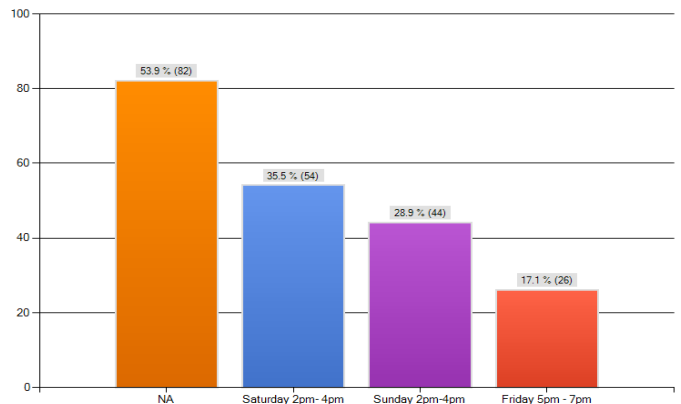


III. Expanded Hours of Operation

IF THE OASIS FITNESS CENTER EXPANDED ITS HOURS, IS THIS SOMETHING YOU WOULD TAKE ADVANTAGE OF?



IF YOU ANSWERED "YES" TO THE PREVIOUS QUESTION, AT WHAT TIME WOULD YOU USE THE FITNESS CENTER?



<u>Upcoming Events</u>	<u>Date</u>	<u>Time</u>	<u>Responsible Staff</u>	<u>Phone</u>	<u>Location</u>
<i>Hoag Hosp Medical Lecture</i>	<i>11/2</i>	<i>1pm</i>	<i>OASIS Staff</i>	<i>644-3244</i>	<i>OASIS</i>
<i>Wetland Ecology & Restoration</i>	<i>11/2</i>	<i>7pm</i>	<i>Michelle Clemente</i>	<i>644-3038</i>	<i>Back Bay Science Ctr</i>
<i>Sitting Pretty</i>	<i>11/11-12</i>	<i>8pm</i>	<i>NTAC</i>	<i>631-0288</i>	<i>NTAC</i>
<i>Medicare Part D Drug Coverage</i>	<i>11/18</i>	<i>Appointment</i>	<i>OASIS Staff</i>	<i>644-3244</i>	<i>OASIS</i>
<i>Thanksgiving Luncheon</i>	<i>11/23</i>	<i>noon</i>	<i>Justin Schmillen</i>	<i>644-3244</i>	<i>OASIS</i>
<i>Winter Break Camps</i>	<i>12/19-12/23</i>	<i>7am-6pm</i>	<i>Jon Harmon</i>	<i>644-3151</i>	<i>CYC</i>
<i>Tournament of Roses Excursion</i>	<i>01/02/12</i>	<i>5:45am</i>	<i>OASIS Parking Lot</i>	<i>718-1810</i>	<i>Friends of OASIS</i>



"Your First Choice for Connecting People, Play & Programs"

SEPTEMBER 2011 OASIS SENIOR CENTER UTILIZATION REPORT

PARTICIPANTS ATTENDING		17,457 CUSTOMERS
RECREATIONAL CLASSES		3,250 CUSTOMERS
FITNESS CENTER		5,275 CUSTOMERS
PERSONALIZED SERVICES PROVIDED		3,978 CUSTOMERS
Includes:		
Blood Pressure	55	Information/Referral 2800
Counseling-persons	55	Legal Assistance 13
Eldercare	20	Senior Assessment(hrs) 40
Employment	20	Telephone Reassurance 252
HICAP	10	Visual Screening 3
Housing counseling	10	Transportation Info 700
		Taxes (Seasonal)
SENIORS RECEIVING TRANSPORTATION SERVICES		1,438 RIDERS
Care-A-Van/Shuttle		
CUSTOMERS RECEIVING NOON MEALS @ THE CENTER*		2,497 CUSTOMERS
*includes meals on wheels		
VOLUNTEER SERVICES PROVIDED AT THE CENTER		1,225 HOURS
Includes:		(*equiv. to 9 full-time employees)
Front Office	Kitchen & Home Delivered Meals	
Gift Shop	Travel Office	
Instructors	Library	
Treasurer	President	
Bookkeeper	Vice President	
	Taxes	
PARTICIPANTS IN FRIENDS OF OASIS TRAVEL		158 CUSTOMERS
<u>Day Trips</u>		
Norton Simon Museum	44	San Manuel Casino 39
Natural History Museum	40	<u>Long Trips</u>
San Diego Sea & Land Tour	34	Ghosts & Gamblers 40
Nixon Library	40	
SPECIAL EVENTS/SCREENINGS/LECTURES		861 PERSONS
Trail Trekkies	31	PEO Meeting 25
OASIS Golfers	139	Hoag: Knee Replacement 100
Computer Friends	60	Strategies to Remember 55
Let's Go Trippin	62	
Big Band Seminar	98	
Movie: True Grit	45	
Wine & Cheese	49	
OASIS Birthday	150	
BBQ	47	



Municipal Operations Department

PB&R Commission Agenda

Item No. 4

November 1, 2011

TO: Parks, Beaches and Recreation Commission

FROM: Mark Harmon, Director of Municipal Operations

SUBJECT: *Special Tree Removal Request- Holiday Road*

Recommendation

Staff recommends that the Parks, Beaches and Recreation (PB&R) Commission approve the removal of eighteen (18) Blue Gum Eucalyptus Trees located on the 2200 block of Holiday Road.

Discussion

Following the tragic accident in September when a Blue Gum Eucalyptus (BGE) tree fell and took the life of a motorist on Irvine Avenue, the City immediately hired an outside certified arborist to work with staff arborists to evaluate the remaining BGE's in the City (250+) and determine the safety of these large trees. The contract certified arborist, R. Dan Jensen & Associates, Incorporated, was given specific areas to evaluate first given the density and location of the BGE's. These areas included Irvine Avenue, Fourth Avenue in Corona Del Mar, Holiday Road, and the Castaways Park Bike/Pedestrian Path. On October 5th, while the arborist was inspecting the trees on Fourth Avenue, another BGE failed at Fourth Avenue and Goldenrod Avenue severely damaging three cars and caused damage to a neighboring home. This tree failure was followed immediately by the emergency removal of four additional BGE's in that area.

The report regarding the BGE trees on Holiday Road was recently completed and submitted to the City. Arborists evaluate the health and potential failure of the tree based on the following five criteria in the Tree Inspection Process:

- 1) Characteristics- size, age, and history
- 2) Health- foliage density, woundwood development, vigor
- 3) Site Conditions- landscape type, irrigation, obstructions
- 4) Potential Threats- use in failure zone, occupancy
- 5) Tree Defects- crown defects, lean

The information from this inspection process is used to rate each individual tree according to ANSI (American National Standards Institute, Inc.) A300 Tree Risk Assessment a. Tree Structure Assessment. The numerical ratings in determining the potential risk for tree failure is as follows:

- 0 - 2 points: ZERO RISK
- 3 - 5 points: LOW RISK
- 6 - 8 points: MODERATE RISK

9 - 11 points: HIGH RISK

12 points: EXTREME RISK

Trees with a risk assessment of 11 or 12 should be removed immediately (emergency removal). Trees in the 8 to 10 range should be considered for removal as soon as possible, i.e. Commission meeting, etc. Trees with a 6 or 7 rating should be monitored very closely.

The eighteen (18) BGE trees located on the 2200 block of Holiday Road were evaluated in October, and fourteen (14) of these trees received a risk assessment rating of **HIGH RISK**. The remaining four (4) trees scored in the **MODERATE RISK** category. Staff is recommending removal of all 18 trees due to the fact that given the “windrow” method of planting these trees (planting as close to each other as possible to deflect wind) removing one tree may impact the health/root structure of surrounding trees.

With Commission’s approval, staff will schedule the immediate removal of these trees. Notices will be mailed to impacted residents and posted on the trees. The BGE’s will be removed at city expense and, following removal, the city will repair damaged irrigation and place grass/sod on the disrupted area at city expense. However, the city cannot replace gardens or other custom infrastructure such as fences, brick walls, fountains, etc. Within the next 60 days, staff will work with each individual homeowner on selecting a replacement tree. The replacement trees will be supplied and planted at city expense.

Public Notice

A total of 26 homes received notice of this meeting per G-1 Policy. The mailing notice and map are attached.

Attachment: Mailing Notice and Map



Parks, Beaches, and Recreation Commission Meeting Notice

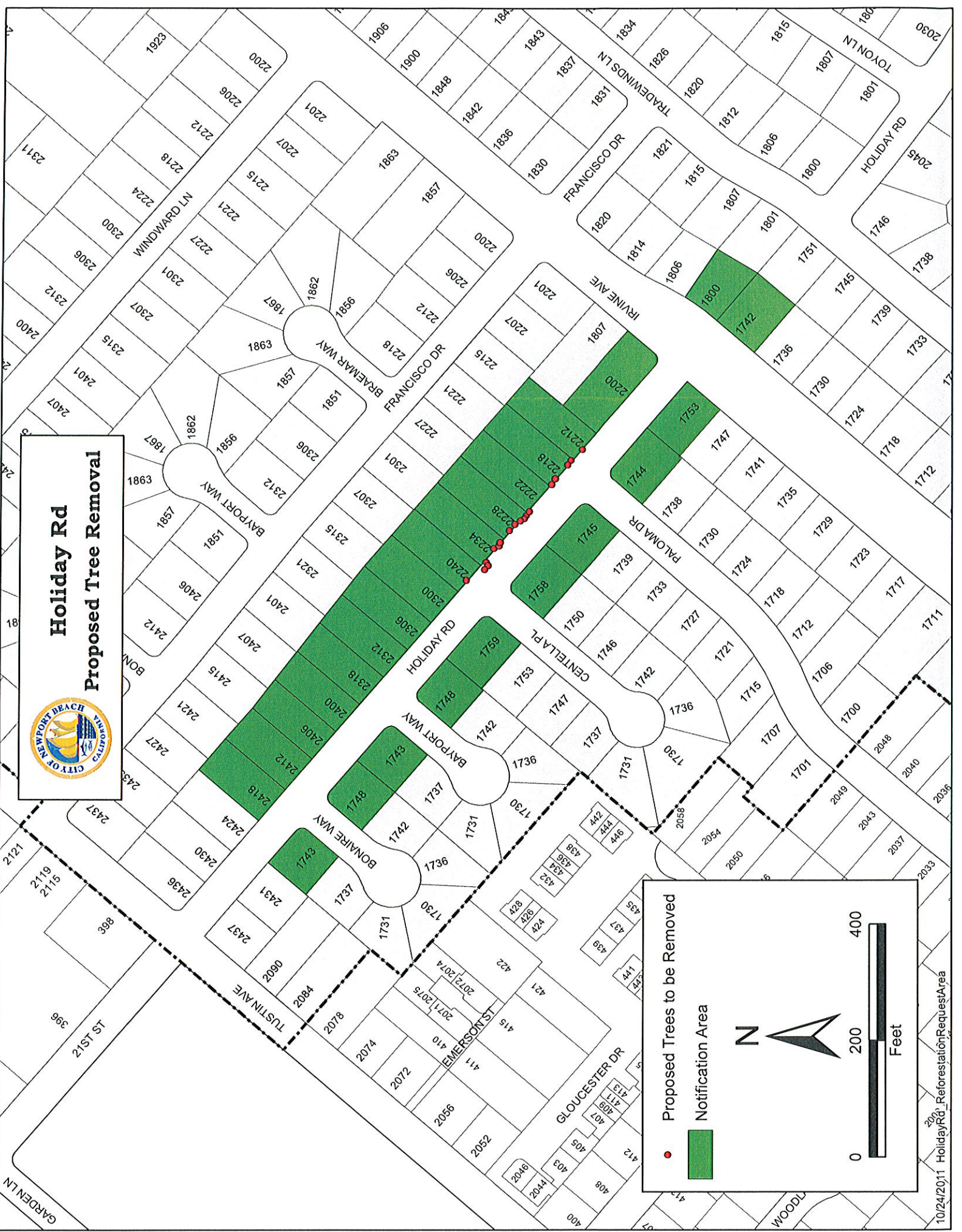
The Parks, Beaches, and Recreation Commission will consider the removal of the Blue Gum Eucalyptus trees on the 2200 block of Holiday Road in Newport Beach at its November meeting.

Attendance at the meeting is optional.

DATE: Tuesday November 1, 2011
TIME: 6:00 p.m.
LOCATION: City Council Chambers
Newport Beach City Hall
3300 Newport Blvd.
Newport Beach, CA 92663

If you have any questions regarding this meeting, you may contact the Municipal Operations Department at (949) 644-3055.

Holiday Rd Proposed Tree Removal



Proposed Trees to be Removed

Notification Area

0 200 400 Feet

The legend and scale section includes a north arrow pointing towards the top-right of the map. Below the arrow is a scale bar marked with 0, 200, and 400 feet. A red dot symbol is positioned to the left of the text "Proposed Trees to be Removed". A green rectangular symbol is positioned to the left of the text "Notification Area".



Municipal Operations Department

PB&R Commission Agenda
Item No. 5
November 1, 2011

TO: Parks, Beaches and Recreation Commission
FROM: Mark Harmon, Director of Municipal Operations
SUBJECT: *Bench Donation Process*

A handwritten signature in black ink, appearing to be "Mark Harmon", written over a horizontal line.

Recommendation

Staff recommends that the Parks, Beaches and Recreation (PB&R) Commission receive and file this report and provide staff with direction regarding the Official Bench List.

Discussion

City Council Policy B-17 establishes criteria for parks equipment, facilities, and recreation program donations within the City. The following process is followed when the Operations Department receives an inquiry regarding a donation to the City:

- Once an inquiry is received regarding the donation of a bench, staff will mail a copy of the B-17 policy, the Gifts for Tomorrow Donation Catalog, and the Donation Site Availability List to the potential donor. .
- The donor may then send the department an Order Request Form specifying the donation and location.
- Staff will prepare a report for PB&R Commission for approval.

At the August 2, 2011, PB&R Commission Meeting, staff was asked to provide information regarding the style (make/model) of benches that are selected and the cost of each type or bench. In researching this issue, staff located the attached November 16, 2004 agenda report which refers to a PB&R appointed Bench Committee that was established in May 1996. This Committee, with input from the Arts Commission, apparently coordinated the selection of the attached Official Bench List which was later adopted by the PB&R Commission. This Official Bench List with cost, park locations, and photos, is attached for review. Staff uses this list today when selecting the specific style for the various parks and other locations. By using this Official List, we maintain uniformity of hardscape within our parks and streets.

If the Commission wishes to delete certain styles, add additional bench styles if available, or make any other changes to the List, staff would recommend the appointment of a Bench Committee to work with staff on these changes.

Attachment: (A) Copy of November 16, 2004, PB&R Commission Agenda Report
(B) Copy of Official Bench List w/ attachments



General Services Department

PB&R Commission Agenda
Item No. 11
November 16, 2004

TO: Parks, Beaches and Recreation Commission
FROM: General Services Director
SUBJECT: *Official Parks Bench List*

Recommendation

None, informational report only.

Background

In May 1996, City staff developed a list of various styles of park benches for review by the Parks, Beaches and Recreation Commission.

After reviewing the list, the Commission appointed a Bench Committee who later met and coordinated the selection of the attached Official Bench List after conferring with the Arts Commission.

Discussion

Since the adoption of the attached Official Bench List by the Parks, Beaches and Recreation Commission, a number of other bench styles have been used in various City business districts after lengthy selection processes. Staff has attached photos of the new bench styles used at the Balboa Village, Corona del Mar, and Balboa Island business areas. Also attached are photos of Teak benches used on the bayfronts of Little Balboa and Balboa Island.

Staff is prepared to address further details regarding park benches.

Very respectfully,

David E. Niederhaus

Attachments: (A) Official Park Bench List with photos
(B) Photos of Corona del Mar Benches
(C) Photos of Balboa Village Benches
(D) Photos of Marine Avenue Benches
(E) Little Balboa and Balboa Island Benches



General Services Department

OFFICIAL BENCH LIST

Bench Sub-Committee recommendation

The following list of park benches have been designated as the Official Bench List for the City of Newport Beach. All area designations would thus be made from this list.

DESIGN	MANUFACTURER	TOTAL COST
Standard Park Bench	Robbins Precast	\$583.00
Wabash #SG306D	Wabash	\$662.00
Santa Monica Model	Quick Crete	\$860.00
Victoria (Backless)	Quick Crete	\$1,085.00
Huntington Beach	Quick Crete	\$1,169.00
D.M. Braun	Robbins Precast	\$1,192.00
Victoria (Back)	Quick Crete	\$1,398.00
Flex Series	Quick Crete	\$1,496.00
Columbia Cascade	Timberform Craftsmen	\$1,600.00
Medway	British American	\$2,050.00
Reading #376.270	The Reading Series	\$2,518.35
Scarborough (model SC3005-BS-72)	Landscape Forms, Inc.	\$2,713.84

All bench design costs include a \$400.00 charge for labor and installation

Benches may require an additional \$1,250.00 for a concrete slab

Please note the cost for the plaque is a separate fee

BENCH STYLES AND LOCATIONS OF AVAILABILITY

Standard Park Bench



- Bayside Park
- Bayview Park
- Buffalo Hills Park
- Eastbluff Park
- Galaxy View Park
- Grant Howald Park
- Las Arenas Park
- Mariners Park
- Rhine Wharf Park
- San Joaquin Hills Park
- Veterans Memorial Park
- West Newport Park
- Westcliff Park
- Spyglass Hill Park
- Irvine Terrace

Santa Monica Model

- 38th Street Park
- Westcliff Park
- West Newport Park
- San Miguel Park
- San Joaquin Hills Park
- Peninsula Park
- Oasis Passive Park
- Newport Shores Park
- Mariners Park
- Las Arenas Park
- Harbor View Nature Park
- Grant Howald Park
- Eastbluff Park
- Corona Del Mar State Beach Park
- Cliff Drive Park
- Channel Place Park
- Castaways Park
- Bonita Creek Park



BENCH STYLES AND LOCATIONS

Subject to Availability



- Oceanfront Boardwalk



- Bonita Canyon Sports Park



- Buffalo Hills Park
- Corona Del Mar Bluffs (Ocean Blvd)
- Oceanfront Boardwalk



D.M. Braun

▪ Balboa Island (Marine Avenue)



Victoria (Back)

▪ City Hall



Flex Series

▪ Balboa Village



Columbia Cascade

- Corona Del Mar (Inspiration Point)



Medway

- Little Balboa
- Balboa Island/Bayfronts



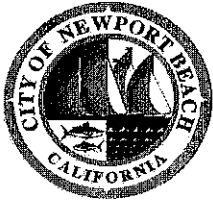
Reading #376.270

- Back Bay View Park



▪ Corona Del Mar (Pacific Coast Hwy)

Scarborough (model SC3005-BS-72)



Municipal Operations Department

PB&R Commission Agenda
Item No. 6
November 1, 2011

TO: Parks, Beaches and Recreation Commission
FROM: Mark Harmon, Director of Municipal Operations
SUBJECT: *Joint Commission Meeting with City of Costa Mesa*

A handwritten signature in black ink, appearing to be "Mark Harmon", written over a horizontal line.

Recommendation

Staff recommends that the Parks, Beaches and Recreation (PB&R) Commission reschedule their next meeting for **Wednesday, December 7, 2011 at 7:00 pm** to the City of Costa Mesa Council Chambers located at 77 Fair Drive, Costa Mesa, CA 92626.

Discussion

The landscaped medians that traverse the center of Irvine Avenue, between 17th Street/Westcliff Drive and Dover Drive, are unique in that the property line between the cities of Newport Beach and Costa Mesa is located in the middle of the medians. As such, both cities share a common interest in the landscape design as Irvine Avenue is a very important thoroughfare for both cities.

Since the removal of the Eucalyptus trees in September, staff from both cities has been discussing the re-landscaping of these medians. We will work over the next several weeks with a contract landscape architect to develop a draft plan for the new design of these medians. Our plan is to bring this design to the December 7, 2011 meeting for review and comment.

Holding a joint meeting with the Parks and Recreation Commission of Costa Mesa will allow for mutual dialogue and a coordinated effort as we move forward.



Municipal Operations Department

PB&R Commission Agenda
Item No. 7
November 1, 2011

TO: Parks, Beaches and Recreation Commission
FROM: Mark Harmon, Director of Municipal Operations
SUBJECT: *Reforestation Request- 1500 Sylvia Lane*

A handwritten signature in black ink, appearing to be "Mark Harmon", written over a horizontal line.

Recommendation

Staff recommends that the Parks, Beaches and Recreation (PB&R) Commission deny the reforestation application request for 1500 Sylvia Lane.

Discussion

At the October 4, 2011 PB&R Commission Meeting, staff presented the attached agenda report asking the Commission to consider the reforestation application request from Ms. Tiffany Klarin, property owner at 1500 Sylvia Lane.

Staff requested that the item be deferred until the November meeting to allow time for staff to work with the applicant, Ms. Klarin, to try and resolve the fence location issue and save the healthy tree from removal. On October 10, 2011, staff (Mark Harmon, Director, Dan Sereno, Parks & Trees Superintendent, and John Conway, City Arborist) met with the applicant on-site to discuss this issue. As stated in the October agenda report, the applicant's fence was installed outside of the property line on city property. Staff's recommendation to the applicant was to have the fence relocated back to the property line which would negate the removal of the city tree. Superintendent Sereno and Arborist Conway both opined that the relocation of the fence to the property line would eliminate root damage to the fence and allow the city to retain the tree.

Ms. Klarin did not approve of that solution and continued with her request to have the tree removed citing impacts to the current landscape if the fence were relocated.

The October 4th staff report including attachments and the draft minutes from that meeting are attached.

Attachment: (A) Copy of October 4, 2011, PB&R Commission Agenda Report
(B) Copy of October 4, 2011, DRAFT PB&R Commission Minutes

CITY OF NEWPORT BEACH

Parks, Beaches & Recreation Commission
 Regular Meeting
 October 4, 2011 – 6pm

Convened 6:01pm

ROLL CALL

Present: Phil Lugar, Chair
 Tom Anderson
 Ron Cole
 Roy Englebrecht
 Kathy Hamilton
 Jack Tingley

Absent: Marie Marston

Staff: Laura Detweiler, Recreation & Senior Services Director
 Mark Harmon, Municipal Operations Director
 Sean Levin, Recreation Superintendent
 Teri Craig, Admin Assistant

****** BEGINNING OF EXCERPT******

NEW / CONTINUED BUSINESS

6. **Reforestation Request.** Director Harmon stated that staff has received a request for reforestation of one City street tree from Tiffany Klarin at 1500 Sylvia Lane. He stated that all requirements have been met but staff is requesting that this item be tabled until staff is able to discuss the issue further with the homeowner and contractor to see if something can be worked out in order to save the tree.

Chair Lugar opened the public discussion

Michael Klarin stated that the roots from this tree have caused three fences to deteriorate. He noted that their contractor believes that just moving the fence will not solve the situation and that the tree should be removed.

Director Harmon asked the homeowner to give staff just a little more time to see if they can save this 30-40 year old tree possibly by root pruning or a root barrier and would defer to the arborist regarding the recommendation and that this item would be brought back to the Commission.

Chair Lugar closed the public discussion

Motion by Chair Lugar to table the Reforestation Request of Tiffany & Michael Klarin at 1500 Sylvia Lane until November to provide staff additional time to work out an acceptable agreement with the homeowner. Motion carried by the following vote:

Ayes: Cole, Englebrecht, Lugar, Hamilton, Tingley
 Abstain: Anderson
 Absent: Marston

****** END OF EXCERPT******



Municipal Operations Department

PB&R Commission Agenda

Item No. 6

October 4, 2011

TO: Parks, Beaches and Recreation Commission
FROM: Mark Harmon, Director of Municipal Operations
SUBJECT: *Reforestation Request*

A handwritten signature in blue ink, appearing to be "Mark Harmon", written over a vertical line.

Recommendation

Staff recommends that the Parks, Beaches and Recreation Commission consider for approval the reforestation request for Ms. Tiffany Klarin, property owner at 1500 Sylvia Lane.

Discussion

City Council Policy G-1, Reforestation of City Trees requires that individual property owners not residing within a legally established community association area may submit individual requests for single or multiple tree reforestations. The applicant must submit a petition signed by a minimum of 60% of property owners within the area defined for reforestation (see attached Council Policy G-1, pages 6-9, Reforestation of City Trees). The defined area (see attached color map) included a total of **32** property owners. This required the applicant to obtain **19** signatures in favor of the reforestation request of which **20** were obtained.

Per City Council Policy G-1, the City has received a petition from Ms. Tiffany Klarin with the required property owner signatures approving the removal of a City Brisbane Box parkway tree adjacent to 1500 Sylvia Lane.

The property owner is requesting removal of the City tree in order to accommodate the repair of her private fence and resolve the continuous plumbing problem as a result of the tree roots. However, upon inspection by City staff, it was determined the fence was installed 18" into public right-of-way. Staff informed the property owner to relocate the fence back to the property line rather than remove a healthy tree specimen.

The property owner has complied with the requirements of Policy G-1 and has agreed to assume the full costs of the removal and replacement of the City tree, approximately \$355.00 (\$160.00 for one 24" box replacement tree and \$195.00 for removal).

The designated parkway street tree is a *Tristania conferta* (Brisbane Box) tree which is a suitable specimen for the parkway.

Staff has attached a Tree Inspection Report, Tree Inventory Detail, and photographs related to the request.

Ms. Tiffany Klarin, Council Member Rush Hill and Mariners Community Association have received a copy of this report and a notice of the Commission meeting. Adjacent property owners were also notified of the Commission meeting.

- Attachments:
- (A) Reforestation Check List
 - (B) City Council Policy G-1, Reforestation of City Trees
 - (C) Tree Removal Request Application
 - (D) Tree Inspection Report
 - (E) Petitions
 - (F) Tree Inventory Detail
 - (G) Designated Street Tree Picture
 - (H) Picture of existing City trees
 - (I) Map of reforestation area



Municipal Operations Department

TREE INSPECTION REPORT

Property Owner: Tiffany Klarin
1500 Sylvia Lane
Newport Beach, CA 92660

Tree Location: 1500 Sylvia Lane, Side 2 on Deborah Lane

Request: The property owner is requesting removal of a City Brisbane Box tree in accordance with the removal criteria of City Council Policy G-1, Reforestation of City Trees.

Tree Species: Tristania conferta, Brisbane Box

Designated Street Tree: Tristania conferta, Brisbane Box

Estimated Tree Value: \$380.00

Damage: Damage to private fence and underground utilities damage

Work History: The Field Maintenance Division has no record of work history recorded for this site.

Parkway: Concrete Brick Turf (X) Other

Comments: The property owner is requesting removal of the City tree in order to accommodate the repair of her private fence and resolve the continuous plumbing problem as a result of the tree roots. She noted the wrong tree species was planted for this location. See attached Tree Removal application.

A field inspection determined the fence was installed 18" into the City right-of-way. Staff informed the property owner to relocate the fence back to the property line rather than remove a healthy tree specimen. This tree species is a suitable size specimen for the parkway.

In order to accommodate the repair of the fence, the tree would require severe root pruning, however, this will jeopardize the stability of the tree and create a potential hazard.

Estimated costs for reforestation of one City tree:

- o Removal – \$195.00
- o Replacement tree , 24" box - \$160.00

Total Costs - \$355.00

Inspected by:  Date: September 12, 2011
John Conway, Urban Forester

Recommendation: Forward the reforestation request to the Parks, Beaches and Recreation Commission for review.

Reviewed by:  Date: September 12, 2011
Dan P. Sereno, Parks and Trees Superintendent

Reviewed by:  Date: 9-15-11
Mike Pisani, Deputy Municipal Operations Director



Municipal Operations Department

Reforestation Check List

	Verified by:	Urban Forester	Parks and Trees Superintendent	General Services Director
<input type="checkbox"/> Legally Established Homeowners Association		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Individual Private Property Owner(s)		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Reforestation Application		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> (90) days Reforestation Request Compliance		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Resolution of the Board of Directors, Minutes, Notices (Legally Established Homeowners Association)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Damage/Impact

<input type="checkbox"/> Blue Water View Impact	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Incorrect Tree Species	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Hardscape Damage:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Curb/Gutter			
<input type="checkbox"/> Sidewalk			
<input checked="" type="checkbox"/> Utility			

Individual Private Property Owner(s) ONLY

	Verified by:	Urban Forester	Parks and Trees Superintendent	General Services Director
<input type="checkbox"/> Written Agreement by Individual Property Owner(s)		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Staff Approved Petition		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Property Owners Signatures Verified		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Meets 60% Reforestation Criteria:		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

32 Property owners notified % 62 Agreed with removal

Meets **Minimum** Reforestation Requirements: YES NO

Department Signature: [Signature]

Date: 9-26-11

City Attorney Reviewed: _____

Date: _____

General Services Director or designee concurs, then the applicant, the adjoining owners, private property owners on either side of the street within 500' in each direction of the tree location and a legally established community association, if applicable, shall be notified of the decision to remove or retain the tree within 30 days of the proposed removal. A legally established community association is responsible for notification of all association members pursuant to their established procedure. The General Services Director, or a designee, shall prepare a staff report for a regularly scheduled PB&R Commission meeting of all trees recommended for removal, except for those trees categorized in Paragraph C. (dead, diseased, or dying trees) or Paragraph E (claims and safety issues) in the preceding section on All Other City Trees. Only an applicant, an adjoining property owner, or a legally established community association, the City Manager, a PB&R Commissioner, or a Councilmember may appeal the decision of the General Services Director not to remove a tree to the Commission. The Commission, in considering any appeal, shall determine whether the removal meets the criteria outlined in this Policy, as well as any unique factors which may be pertinent to the removal or retention of tree(s). The decision of the Commission will be considered final unless called up by at least one Councilmember or the City Manager.

The General Services Department will delay any tree removal(s) for at least 14 calendar days following the date of the Commission decision in order to allow time for a Councilmember or the City Manager to call the item.

The City will replace all trees removed in accordance with the All Other City Trees removal criteria on a one for one basis. Replacement trees will be a minimum of a 36" boxed size. If 36" boxed trees are not available, or funding, or space constraints prevent planting of a large tree, then a minimum of a 24" boxed tree will be planted. The full costs of removal and replacement of Special or All Other Tree(s) will be the sole responsibility of the City, unless an applicant voluntarily pays for a new tree(s).

REFORESTATION OF CITY TREES

The concept of systematically replacing Problem or All Other Trees which are creating hardscape and/or view problems and cannot be properly trimmed, pruned or modified to alleviate the problem(s) they create, or those which have reached their full life, and are declining in health, or are simply the wrong species of trees for the planted location is referred to as reforestation. The Urban Forester shall make a finding for the latter category of inappropriate tree species for a specific location. His determination may be appealed to the General Services Director whose decision will be final.

It is recognized and acknowledged that City trees were planted many years ago and in some cases were planted with specific species that when fully mature cause damage to curb, gutter, sidewalk or underground utilities. Within the geographical boundaries of certain view neighborhoods, City street trees may encroach into blue water views from public and private property depending on the length of time since the trees were last trimmed, or the age and height of the trees. In other cases, the wrong species of tree was planted originally and simply does not conform to the current treescape or represents a safety hazard.

Arborists continue to develop lists of tree species which will grow in restricted parkway areas without causing significant damage to curb, gutter, sidewalk, utilities or loss of views. The City Street Tree Designation List, which specifies a species for each City street reflects an effort by the City to prescribe appropriate tree species that will not cause future problems.

As a City which understands the importance of trees and the beauty they bring to a community, the City desires to continually improve the urban forest through reforestation. In areas where City trees have been removed through City initiation, the City will endeavor to replace the trees with the appropriate designated City tree.

Individual private property owners, as well as legally established community associations, may apply for single or multiple tree reforestations in their respective area by submitting a request to the General Services Director for consideration by the Commission that meets the following requirements:

- A. The proposed area must have clearly defined contiguous geographical boundaries that include the tree(s) proposed for removal and replacement, street address(es), block number(s), or other geographical information. This section applies to individual and group requests.
- B. Residential communities, neighborhoods, or business organizations who apply for reforestation must submit a petition signed by a minimum of 60% of the property owners within the area defined for reforestation. The petition content must be approved and dated by City staff prior to distribution by the petitioner. The staff-approved petition must be distributed by the petitioner to a maximum of 30 private property owners (up to 15 contiguous private property owners on both sides of the street up to 500' in either direction from the location of the proposed reforestation). Signatures by non-property owners are not acceptable for petition purposes. All petition signatures shall be verified by City staff for

property owner status of the person(s) signing the petition. As an alternative to the above requirements, areas represented by a legally established community association, may submit a resolution of the Board of Directors formally requesting a reforestation with a statement that all members of the community association having their residential views affected, have been officially notified and given an appropriate opportunity to respond before the Board voted on the request. Individual private property owners living within a legally established community association area with mandatory association membership must petition for reforestation through their respective association.

- C. Individual private property owners not residing within a legally established community association area may submit individual requests for single or multiple tree reforestations. The applicant must submit a petition signed by a minimum of 60% of a maximum of 30 private property owners (up to 15 contiguous private properties on both sides of the street up to 500' in either direction from the location of the proposed reforestation site) as well as the endorsement of the appropriate homeowners' association, if applicable. The petition content must be approved and dated by staff prior to distribution. All petition signatures shall be verified by City staff for private property owner status of the person(s) signing the petition.
- D. A written agreement must be submitted to the Parks, Beaches, and Recreation Commission by the petitioning sponsor (individual private property owner(s) or group) to pay 100% of the costs of the removal and replacement of the public tree(s) in advance of any removal activity. The actual removal and replanting will be coordinated by the General Services Department. The total costs shall include only the contractor's removal and replacement costs and be paid in advance of any removal actions.
- E. The replacement tree(s) for reforestation shall be the Designated Street Tree(s) as prescribed by City Council Policy G-6, or the organization must request and obtain approval from the Commission of the designation of a different tree species prior to submitting any reforestation request for a tree species other than the designated street tree. This section applies to individual or group requests.
- F. There shall be a minimum of a one-for-one replacement of all trees removed in reforestation projects. Replacement trees shall be a minimum size of 24" boxed trees, unless the parkway space will not accommodate a 24" boxed tree or a tree cannot be planted due to planting restrictions contained in Council Policy G-6. If

there is not room for the replacement tree(s) at a specific site as prescribed by City Council Policy G-6, then the replacement tree(s) shall be planted in a public area in the same neighborhood at the option of the petitioner. This section applies to individual or group requests.

- G. Reforestation requests must be completed and submitted in a timely manner by the petitioner. Petitions that are dated more than 90 days in arrears from date stamped by staff before distribution will not be forwarded to the PB&R Commission for consideration.

The decision of the Commission on reforestation requests will be considered final unless called up by at least one Councilmember or the City Manager.

TREE MAINTENANCE

The City shall require the proper care and watering of replacement trees by the reforestation petitioner to ensure their proper growth and development as outlined in City Council Policy G-6. Furthermore, no person shall tamper with City trees in violation of Section 13.08.040 of the Municipal Code. Further, the City will endeavor to fund the care of the Urban Forest to the highest level possible through the efficient use of regular tree trimming, root pruning, root barrier and pesticide programs.

ENCROACHMENT AND DEMOLITION PERMITS

All encroachment permits (permits for private property development which are proposed to encroach upon the City right of way) or demolition permits that involve the removal or replacement of City tree(s) must be specifically noticed by the property owner to City staff prior to the building and/or demolition permit process whenever possible. The proposed construction plans must indicate preservation of existing City trees wherever possible (exempt: dead, dying, or in an advanced state of decline). If the proposed development, as deemed by the General Services Director, requires the removal of City trees, the property owner must submit a tree removal request to the General Services Director, shall pay all related tree removal and replacement costs (one for one replacement) and meet all provisions of Council Policies L-2 and L-6 and City Ordinances 13.08 and 13.09. Approval or disapproval of all tree removal/replacement requests associated with encroachment and demolition permits will be the responsibility of the General Services Director or a designee.



CITY OF NEWPORT BEACH General Services Department

Tree Removal or Reforestation Application

Per City Council Policy G-1 (Retention or Removal of City Trees), I am requesting a tree removal(s) to be reviewed by staff and submitted to either the Parks, Beaches, and Recreation Commission for consideration at a future meeting or the appropriate City approving authority. Commission meetings are held on the first Tuesday of each month (except for holidays) at 7PM at the Council Chambers.

one purple leaf plum tree
Indicate the number and specie(s), (if known) of tree(s).

Located at: 1500 Sylvia Lane 92660

Please be as specific as possible

Requestor

- Property Owner
- Community Association
- Other _____

Address/ Phone (Daytime) / Email

1500 Sylvia Lane 92660
949 642-7584
TKlarin@sbcglobal.net

Signature: [Handwritten Signature]

Date: 7/31/11

Print Name: Tiffany Klarin

If this is a reforestation request proceed to the reverse side of this form →

Section A. For Tree Removal Requests Only

Removal Criteria (Check one or more)

Please provide copies of photos, bills, documents or any other related material that will verify the checked items.

Proven and repeated history of **damaging** public or *private, sewers, water mains, roadways, sidewalks, curbs, walls, fences, underground utilities or foundations.
(*Greater than \$500)

Repeated history of **significant interference** with street or sidewalk drainage.

Dying Has no prospect of recovery.

Diseased Cannot be cured by current arboricultural methods.

Hazardous In advanced state of decline with no prospect of recovery.

Hazardous Defective, potential to fail, could cause damage to persons/property upon failure. Assessment by Urban Forester will identify structural defects, parts likely to fail; targets-if fails, procedures and actions to abate.

Beautification Project In conjunction with a City Council-approved City, commercial, neighborhood, or community association beautification program.

Section B. For Reforestation Requests Only

Reforestation is the concept of systematically replacing Problem or All Other Trees which are creating hardscape and/or view problems and cannot be properly trimmed, pruned or modified to alleviate the problem(s) they create, or those which have reached their full life, and are declining in health, or are simply the wrong species of tree(s) for the planted location.

As initiated by:

<input checked="" type="checkbox"/>	Property Owner
<input type="checkbox"/>	Community Association
<input type="checkbox"/>	Other _____

Check all items applicable:

- Tree(s) causing curb, gutter, sidewalk or underground utilities damage.
- Wrong tree species for location
- View encroachment
- Area has clearly defined contiguous boundaries that include the tree(s) proposed.
- Residential communities, neighborhoods, or business organizations who apply for reforestation must submit a petition signed by a minimum of 60% of the property owners within the area defined.
- Areas represented by a legally established community association, may submit a resolution of the Board of Directors formally requesting a reforestation.
- Individual property owners must submit a petition signed by a minimum of 60% of a maximum of 30 private property owners (up to 15 contiguous private properties on both sides of the street up to 500' in either direction from the location of the proposed reforestation site) as well as the endorsement of the appropriate homeowners' association, if applicable.

*A request for reforestation requires a written agreement submitted to the Parks, Beaches, and Recreation Commission by the petitioning sponsor (Individual private property owner(s) or group) to pay 100% of the costs of the removal and replacement of the public tree(s) in advance of any removal activity. The actual removal and replanting will be coordinated by the General Services Department using the City tree maintenance contractor.

*There shall be a minimum of a one-for-one replacement of all trees removed in reforestation projects. Replacement trees shall be a minimum size of 24" boxed trees and cost \$195 per tree, unless the parkway space will not accommodate a 24" boxed tree or a tree cannot be planted due to planting restrictions contained in City Council Policy G-6.

This form does not replace the requirements of any of the City tree policies. Its use is intended to expedite the tree removal or reforestation requests and to ensure compliance with all City requirements. Please refer to individual City Council Policy G-1 for additional information.

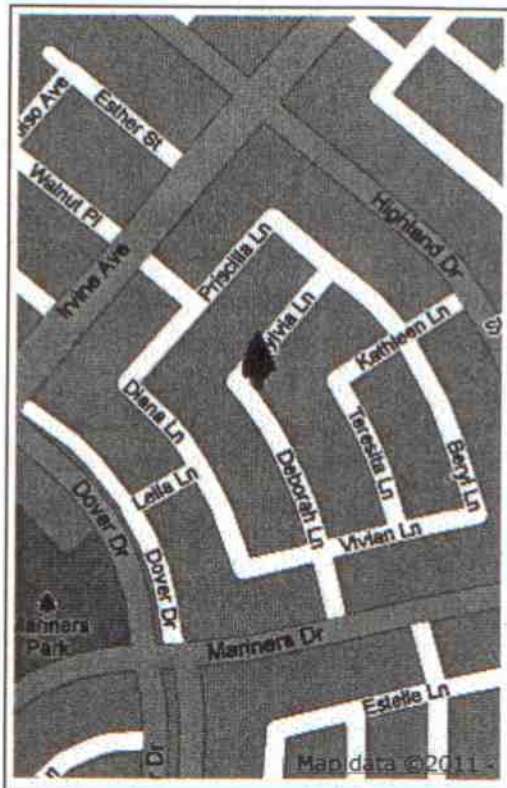
Requestor Comments: Thank you for the opportunity to participate in the Reforestation Program. We are anxious to contribute to the ecological beautification of our city. We look forward to planting a new tree that will add to the beauty of the area and solve the continuous problems we have had with plumbing and our fence as a result of the tree that is currently there.

Removals, except emergency, will be subject to the notification processes, time frames and authority as specified in the City Council G-1 Policy.

Show/Hide Map Print Report

Inventory Detail

Dist: 16
 Address: 1500 SYLVIA LN
 Fictitious: Yes
 Location: Side-1
 On Address: 2020 DEBORAH LN
 Species: *Lophostemon confertus*, BRISBANE BOX
 DBH/Height: 07-12 / 30-45
 Parkway Size: 99
 Utility Overhead: No
 Sidewalk Damage: No
 Recommended Maintenance: Grid Trim
 Estimated Value \$2,070



WCA Work History

Date	Work Type	Amount	Job#
7/6/2011	Grid Pruning	\$39.00	19262
4/29/2008	Grid Pruning	\$39.00	11060
4/15/2002	Grid Trimming	\$39.00	4184
1/28/2000	Grid Trimming	\$39.00	2866

Other Work History

Date Work Type Crew Acct# Min

Please list the address of the property(s) owned within the surrounding area of the proposed reforestation request (see attached map)

July 11, 2011

① Property Owner First and Last Name (please print): MARY ANN McGRATH

Business Name (if applicable): _____

Address: 1506 SYLVIA LN.

Phone #: 949 548-5901

Mary Ann McGrath _____
Signature Date 7-31-11

In favor of tree removal MAM (initial) Oppose tree removal _____ (initial)

Comments: _____

② Property Owner First and Last Name (please print): Marshall + Maria Solomon

Business Name (if applicable): _____

Address: 1539 SYLVIA LN

Phone #: 949-631-6753

Maria Sol _____
Signature Date 7-31-11

In favor of tree removal MMS (initial) Oppose tree removal _____ (initial)

Comments: _____

③ Property Owner First and Last Name (please print): SUSAN M. CONWAY

Business Name (if applicable): _____

Address: 1507 Sylvia Ln.

Phone #: 949-646-1159

Susan M Conway _____
Signature Date 7/31/11

In favor of tree removal SMC (initial) Oppose tree removal _____ (initial)

Comments: _____

1) Please list the address of the property(s) owned within the surrounding area of the proposed reforestation request (see attached map)

July 11, 2011

Property Owner First and Last Name (please print):

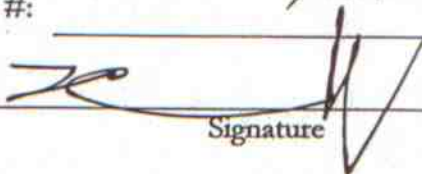
Kelly McCunniff

Business Name (if applicable):

Address:

1512 Sylvia Lane, NB CA 92660

Phone #:



Signature

7/31/11

Date

In favor of tree removal

KA (initial)

Oppose tree removal

(initial)

Comments:

2) Property Owner First and Last Name (please print):

Todd Bashore

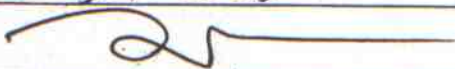
Business Name (if applicable):

Address:

2021 Deborah Lane

Phone #:

515-7550



Signature

7/31/11

Date

In favor of tree removal

TB (initial)

Oppose tree removal

(initial)

Comments:

3) Property Owner First and Last Name (please print):

LINDA FLEMING

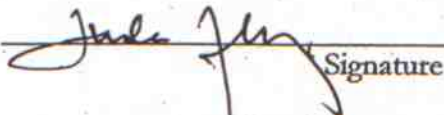
Business Name (if applicable):

Address:

2027 DEBORAH LN.

Phone #:

949.645.5337



Signature

7/31/11

Date

In favor of tree removal

LF (initial)

Oppose tree removal

(initial)

Comments:

Please list the address of the property(s) owned within the surrounding area of the proposed reforestation request (see attached map)

July 11, 2011

7 Property Owner First and Last Name (please print):

Wendy Leggett

Business Name (if applicable):

Address: 2018 Deborah Lane Newport Beach, CA 92660

Phone #: 949-722-8222

W Leggett
Signature

7/31/11
Date

In favor of tree removal _____ (initial)

Oppose tree removal _____ (initial)

Comments:

8 Property Owner First and Last Name (please print):

ERIK WEIGAND

Business Name (if applicable):

Address: 1918 DEBORAH LANE, NEWPORT BEACH, CA 92660

Phone #: 949 836-4845

EK Weigand
Signature

7/31/11
Date

In favor of tree removal EKW (initial)

Oppose tree removal _____ (initial)

Comments:

9 Property Owner First and Last Name (please print):

THOMAS DAMIANI

Business Name (if applicable):

Address: 1900 DEBORAH LN

Phone #: 949 548 1971

Thomas Damiani
Signature

07/31/11
Date

In favor of tree removal TDA (initial)

Oppose tree removal _____ (initial)

Comments:

Please list the address of the property(s) owned within the surrounding area of the proposed reforestation request (see attached map)

July 11, 2011

10) Property Owner First and Last Name (please print): ✓ MARY PEARSON

Business Name (if applicable): _____

Address: ✓ 1709 DEBORAH LANE, N.B 72640

Phone #: ✓ (949) 646-8671

✓ [Signature]
Signature

✓ 7/31/11
Date

✓ In favor of tree removal MP (initial)

Oppose tree removal _____ (initial)

Comments: _____

11) Property Owner First and Last Name (please print): ✓ Andre Roschows

Business Name (if applicable): _____

Address: ✓ 1921 Deborah Lane

Phone #: ✓ 949/722-0983

✓ [Signature]
Signature

✓ 7/31/11
Date

✓ In favor of tree removal [Initials] (initial)

Oppose tree removal _____ (initial)

Comments: _____

12) Property Owner First and Last Name (please print): ✓ Lora Glendinning

Business Name (if applicable): _____

Address: ✓ 1915 Deborah Lane

Phone #: ✓ 949 646 6856

✓ [Signature]
Signature

✓ 7/31/11
Date

✓ In favor of tree removal LG (initial)

Oppose tree removal _____ (initial)

Comments: _____

Please list the address of the property(s) owned within the surrounding area of the proposed reforestation request (see attached map)

July 11, 2011

13) Property Owner First and Last Name (please print):

✓ GUENTER H. GUTHOFF

Business Name (if applicable):

Address: ✓ 2007 DEMORAH LANE, NEWPORT BEACH, CA 92660

Phone #: ✓ (949) 548-5023

✓ Q. H. Guthoff
Signature

✓ 7-31-2011
Date

✓ In favor of tree removal

GHG (initial)

Oppose tree removal

(initial)

Comments:

14) Property Owner First and Last Name (please print):

✓ ROSEMARY GUESMAN

Business Name (if applicable):

Address: ✓ 1518 SYLVIA LANE

Phone #: ✓ 949-548-5440

✓ Rosemary Guesman
Signature

✓ 7-31-11
Date

✓ In favor of tree removal

RSG (initial)

Oppose tree removal

(initial)

Comments:

15) Property Owner First and Last Name (please print):

✓ Mary Orton

Business Name (if applicable):

Address: ✓ 1530 Sylvia Lane, N.B.

Phone #: ✓ (949) 548 6496

✓ Mary Orton
Signature

✓ 7/31/11
Date

✓ In favor of tree removal

MO (initial)

Oppose tree removal

(initial)

Comments:

Please list the address of the property(s) owned within the surrounding area of the proposed reforestation request (see attached map)

July 11, 2011

Property Owner First and Last Name (please print): ✓ Chris Felfe

Business Name (if applicable):

Address: ✓ 1524 Sylvia Ln Newport Beach CA 92660

Phone #: ✓ 949 836 1915

✓  Signature

✓ 7/31/2011 Date

✓ In favor of tree removal CF (initial) Oppose tree removal _____ (initial)

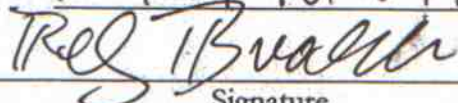
Comments:

Property Owner First and Last Name (please print): ✓ Reg Brockhaus

Business Name (if applicable):

Address: ✓ 1521 Sylvia Lane

Phone #: ✓ 949 701 6466

✓  Signature

✓ 7 30 2011 Date

✓ In favor of tree removal RB (initial) Oppose tree removal _____ (initial)

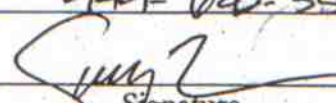
Comments:

Property Owner First and Last Name (please print): ✓ Sherry Keatman

Business Name (if applicable):

Address: ✓ 1515 Sylvia Lane, NB

Phone #: ✓ 949-642-3536

✓  Signature

✓ 7-31-2011 Date

✓ In favor of tree removal SK (initial) Oppose tree removal _____ (initial)

Comments:

Please list the address of the property(s) owned within the surrounding area of the proposed reforestation request (see attached map)

July 11, 2011

1) Property Owner First and Last Name (please print):

DAVE SWANSON

Business Name (if applicable):

Address: ✓ 2015 DEBORAH LANE NB CA 92660

Phone #: ✓ 949 631-8589

Dave Swanson
Signature

✓ 7/31/11

Date

✓ In favor of tree removal DS (initial)

Oppose tree removal (initial)

Comments:

2) Property Owner First and Last Name (please print):

PAUL PRIOLEAU

Business Name (if applicable):

Address: ✓ 1505 SYLVIA LANE, NEWPORT BCH 92660

Phone #: ✓ 949 645 5910

Paul Prioleau
Signature

✓ 7/31/11

Date

✓ In favor of tree removal PP (initial)

Oppose tree removal (initial)

Comments:

3) Property Owner First and Last Name (please print):

Michael Klarin

Business Name (if applicable):

Address: 1500 Sylvia Lane Newport Beach CA 92660

Phone #: 949 642-7584

Michael Klarin
Signature

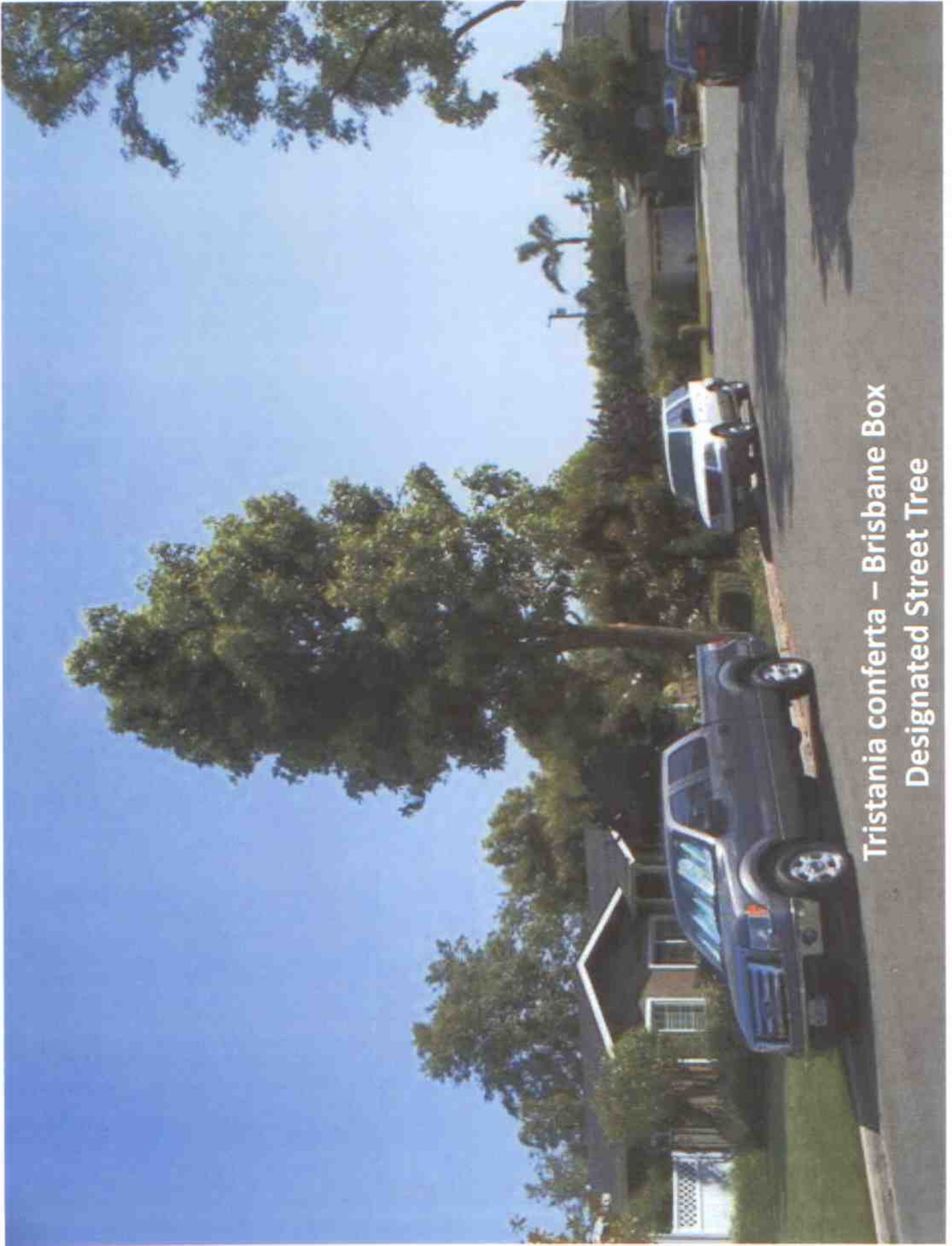
7/31/11

Date

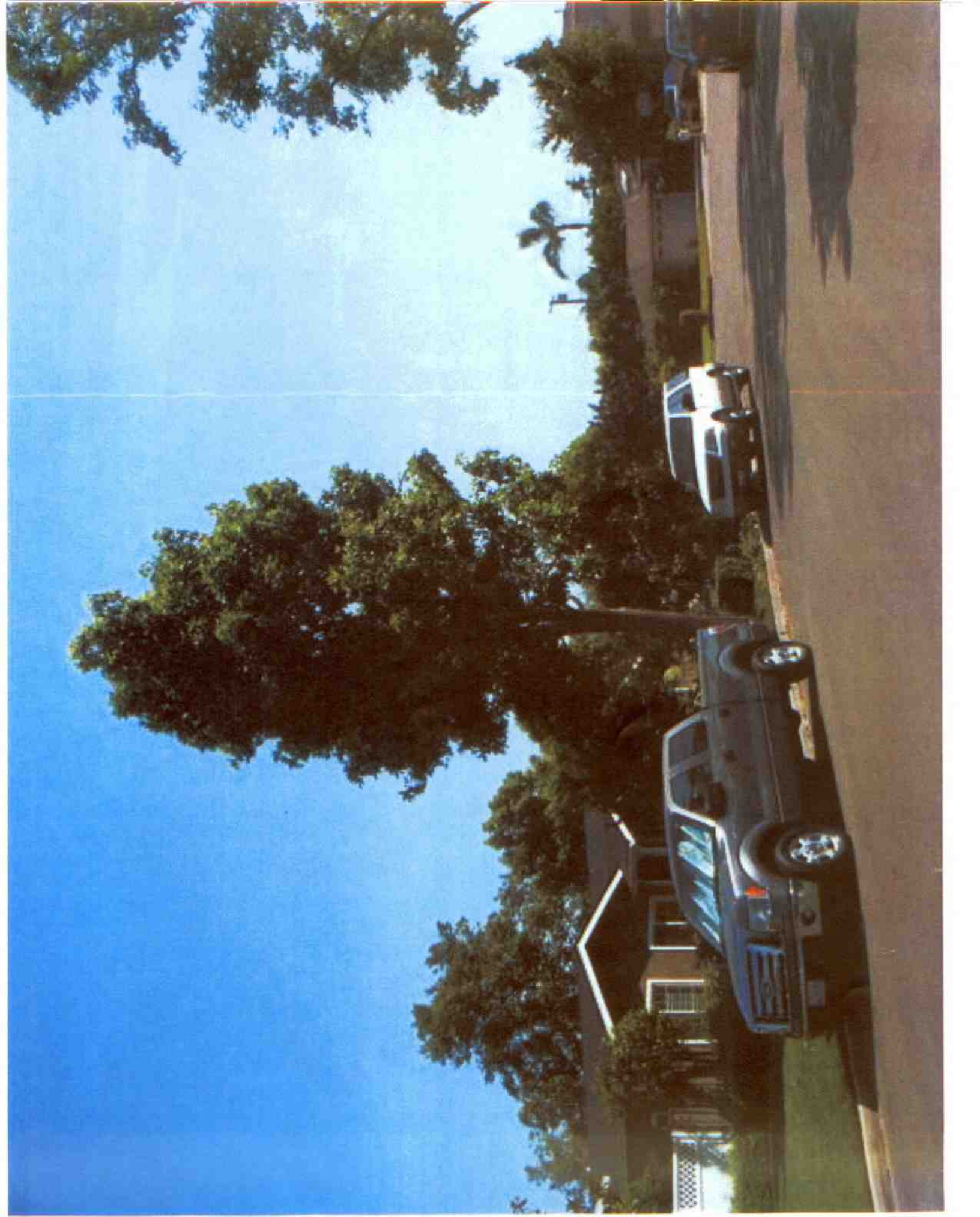
In favor of tree removal MK (initial)

Oppose tree removal (initial)

Comments:



**Tristania conferta – Brisbane Box
Designated Street Tree**







1500 Sylvia Ln Reforestation Request

