

City of Newport Beach  
Parks, Beaches & Recreation Commission  
Tuesday, January 6, 2009- 7pm— City Council Chambers

AGENDA

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

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.

CONSENT CALENDAR

1. **Minutes of the December 2, 2008 regular meeting.** Waive reading of subject minutes, approve and order filed.
2. **Park & Operations Division Activity Report.** Receive/file monthly Activity Report for activities and upcoming projects.
3. **Recreation & Senior Services Activity Report.** Receive/file monthly Activity Report for activities and upcoming projects.

ACTION

4. **Newport Beach Little League Request to Purchase & Install Four Scoreboards at Bonita Canyon Sports Park (BCSP) #1-4.** Discussion/decision to install four scoreboards at BCSP #1-4; or install four scoreboards with sponsorship at BCSP #1-4 .

Action: Approval / Disapproval

5. **Bench Donation.** Discussion/decision of bench donation to be located at Marine Avenue - Balboa Island.

Action: Approval / Disapproval

6. **Bench Donation.** Discussion/decision of bench donation request by Sandra Rayl to be located at Cliff Drive Park and to provide future direction regarding future bench donations at Cliff Drive Park.

Action: Approval / Disapproval

7. **Special Tree Removal Request.** Discussion/decision of special tree removal request by Tom Neal located adjacent to 2030 Leeward Lane.

Action: Approval / Disapproval

8. **Reforestation Request.** Discussion/decision of tree reforestation request by Dover Shores Community Association & owner Andy Adonian located at 1630 Antiqua Way.

Action: Approval / Disapproval

9. **Flag Pole @ Castaways Park.** For information only.

COMMITTEE REPORTS

- *Park Development* - Brown, Lugar , Marston
- *Recreation/Senior Activities* - Trapp, Brown, Lugar
- *Ad Hoc*
  - Community Service Award - Garrett, Ruzicka
  - Youth Sports Liaison - Ruzicka
- Other* -- Marina Park - Garrett

— Attachment

— Attachment

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

ADJOURNED

# CITY OF NEWPORT BEACH

Parks, Beaches & Recreation Commission  
Regular Meeting  
December 2, 2008 - 7pm

Item 1  
1/6/09

Convened 7:10pm

## ROLL CALL

Present: Marie Marston, Chair  
Tim Brown  
Bill Garrett  
Kathy Hamilton  
Phillip Lugar  
Cristine Trapp, Vice Chair

Absent: Greg Ruzicka

Staff: Laura Detweiler, Recreation & Senior Services Director  
Mark Harmon, General Services Director  
Sean Levin, Recreation Superintendent  
Dan Sereno, Parks & Trees Superintendent  
Teri Craig, Admin Asst

## COMMUNITY SERVICE AWARD PRESENTATION TO ROGER MCKINNON

Superintendent Levin stated that Roger McKinnon had called the office over a year ago stating that he wanted to volunteer. After some discussion with Superintendent Sereno, Mr. McKinnon noted that he wanted to pick up trash on Ocean Boulevard everyday. A letter and nomination was received by one of Mr. McKinnon's employees, Randy Kershaw. Chair Marston presented the Community Service Award to Mr. McKinnon.

## DIRECTOR COMMENTS

Director Detweiler stated that staff had a couple of ceremonies since last month that culminated a couple of projects that the department had worked on along with General Services and Public Works. They included the Newport Theatre Arts Center ribbon cutting and Mariners Renewal and noted that several commissioners had attended along with several Council Members. She noted that at the theatre some renovation had been done and thanked Superintendent Levin and his staff for their work on that project. The ceremony at Mariners Park celebrated the completion of the restrooms and unveiling of a dedication plaque to commemorate the entire project. Director Detweiler went on to say that the Grant Howald Tennis Courts renovation had been completed. She noted that City Council recently awarded contracts with EPT Architects and Bonterra for design and EIR study respectively for the Sunset Ridge project

Director Harmon commended his staff for their work on the planters surrounding the trees at Mariners. He went on to say that they are just gearing up for the winter.

## PUBLIC COMMENTS

None

## CONSENT CALENDAR

1. Minutes of the October 7, 2008 regular meeting. Waive reading of subject minutes, approve and order filed.
2. Item removed by Commissioner Lugar
3. Recreation & Senior Services Activity Report. Receive/file monthly Activity Report for activities and upcoming projects.

Motion by Commissioner Garrett to accept 1 and 3 of the consent calendar. Motion carried by acclamation.

2. **Parks & Operations Division Activity Report.** Commissioner Lugar questioned what the cost recovery is for the various vessels that staff have taken care of and wondered if there was a way to charge back the owners.

Director Harmon stated that an expense report is filled out, the insurance is contracted and a claim is made. He noted that sometimes it does not work out for various reasons such as no insurance.

Commissioner Lugar stated he wanted to commend Park Patrol Office Craig Brown for his above and beyond service when he helped an injured teen.

Chair Marston opened Public Discussion; hearing none the Public Discussion was closed.

Motion by Commissioner Brown to accept item #2. Motion carried by acclamation.

#### ACTION

4. **Consideration of an Ordinance change amending section 7.04.050, of title 7 of the Newport Beach Municipal Code, pertaining to dogs and modifications to a planter area at 38<sup>th</sup> Street Park.** Director Detweiler stated that this item is for the Commission to consider recommending to City Council a change to ordinance 7.04.050 which essentially prohibits dogs from the fenced in areas at 38<sup>th</sup> Street Park. Also to consider some landscape modifications to the park that would essentially remove some rose bushes and replace it with turf.

Director Detweiler provided aerial maps on the screen to review the park with the Commission. She noted that the park is heavily used and surrounding housing is densely populated and many of the homes do not have yards. Therefore, there is a lot of activity that takes place in a one acre park due to the needs from the surrounding community. However it has been brought to the attention of staff that there are some concerns of dogs running loose and in some instances not being picked up after which causes concern for parents and their children regarding health and safety. She went on to say that staff has tried to come up with a happy medium that would allow the park patrons to continue to use the park and avoid the nuisances that they have been experiencing. Staff looked at two options to include Option 1 -would remove rose bushes in a small planter area (600 sq. ft.) along Balboa Blvd. and replace with turf which would allow for dogs on leash to use that area to relieve themselves. Option 1 is recommended by staff. Option 2 would be to subdivide the playground and grass area at the south end of the park. This would essentially place a fence across the area with a separate entrance so patrons with dogs could enter without going through playground. Director Detweiler stated that the area is about 3000 sf. She stated that staff has received many calls regarding the matter and residents have spoken on both sides of the issue.

Commissioner Lugar asked what the leash law was.

Director Detweiler stated that dogs must always be on leash and are prohibited on piers, on the beach between the hours of 9am and 5pm, school grounds and Balboa Island Park.

Commissioner Lugar stated that if there are patrols that allow their dogs off leash at 38<sup>th</sup> Street then they are breaking the law.

Director Detweiler stated that 45 written/verbal warnings and two citations had been given for dogs off leash and Animal Control has been called on numerous occasions.

Commissioner Lugar asked if Option 2 would promote more dogs being off leash because of the large area.

Director Detweiler stated yes and because the area in Option 2 is fenced in it makes it very attractive for dog owners to let their dog off leash. Director Detweiler stated that signage would be posted where dogs are not permitted.

Discussion ensued regarding signage, fines and monitoring.

Commissioner Garrett asked Director Harmon if Option 2 were selected would it essentially become a "Bark Park".

Director Harmon stated that yes, that was his concern that if you fence in an area and you put up a sign that says it is for dogs and possibly a bag dispenser and what you are building is basically a Dog Park.

**Chair Marston opened the public discussion.**

Steve Bates stated that he has walked his dog in that park for over 20 years and would be in favor of Option 1. He noted that since the signs had gone up that more children have begun to use the park.

Frank Mancini stated that there are many other locations for dogs to go and would recommend that no dogs be allowed in the park.

Kelly Rossen stated that he has been a dog owner for over 25 years and has on occasion allowed his dog off leash and would support Option 2 but would rather that the dogs have use of the entire park.

Mario Carcamo believes that dogs should be allowed in all locations and suggested that no change be made to the Ordinance.

Joel Stone stated that he has lived there for many years but now has children. Because of the safety and health concerns he would support Option 1 to be fair to dog owners and parents.

Theresa Gordon suggested that if both gates were removed then dog owners would not use it as a dog run. She went on to say that there are fleas on the beach and are everywhere and therefore would suggest Option 2.

Mike Burton stated that he has lived there for 28 years and noted that the park seems to have a lot more activity then it has in the past with more kids and dogs. He stated that he believes Option 2 would provide owners enough room to walk their dogs and for children to play.

**Chair Marston closed the public discussion.**

**Motion by Commissioner Brown** to forward approval of the ordinance amending Section 7.04.050, of Title 7 of the Newport Beach Municipal Code as follows and modify the park as stated in Option 1.

Commissioner Trapp stated that she would agree to the motion above but requested that more enforcement be done for those allowing their dogs to be off leash at the 38<sup>th</sup> Street Park.

Commissioner Brown stated that ticketing is a subjective judgment.

Discussion ensued regarding enforcement versus warning.

Director Detweiler stated that staff can certainly look into the enforcement issue but did not believe that additional language was needed to the ordinance.

Commissioner Trapp stated that the increased enforcement did not need to be added to the ordinance but rather to the recommendation to City Council reiterating that more tickets will be given to those that allow their dogs off leash.

Commissioner Brown stated that he still does not believe that the enforcement language should be added to the motion or the recommendation and believes it should be more specific.

Mike Teague, Animal Control Officer stated that they do not have a tolerance for leash violations but as far as this park he can make sure that all Animal Control Officers know that they should ticket for all leash violations. He noted that it does help to have Park Patrol but reminded the Commission that they usually only have one office on patrol at a time.

Discussion ensued regarding specific citations and dog and cat statistics.

**Substitute Motion by Commissioner Lugar** to forward approval of the ordinance amending Section 7.04.050, of Title 7 of the Newport Beach Municipal Code as follows and modify the park as stated in Option 1 and to add that no warning be given to those that allow their dogs of leash at 38<sup>th</sup> Street Park. Motion ties and fails:

Ayes: Lugar, Trapp, Marston  
Noes: Brown, Garrett, Hamilton

Chair Marston asked Commissioner Brown to restate his original motion.

**Motion by Commissioner Brown** to forward approval of the ordinance amending Section 7.04.050, of Title 7 of the Newport Beach Municipal Code as follows and modify the park as stated in Option 1. Motion carried by the following vote:

Ayes: Brown, Garrett, Hamilton, Marston  
Noes: Lugar  
Abstain: Trapp

5. **Tree Reforestation.** Superintendent Sereno stated that this request encompasses the reforestation of 17 trees within the Broadmoor Hills Community Association. He went on to say that they will cover the removal/replacement costs of the Fichus trees.

Superintendent Sereno paraphrased the email from David Cassidy, Broadmoor Hills Community Association President into the record as follows:

*The Association fully supports this request and asked that their absence from the meeting tonight should not be taken as a lack of interest or commitment to the project and should any questions arise please contact him.*

Chair Marston stated that the report reads that this requests meets the requirement of G-1 but noticed that the pictures do not show damage.

Superintendent Sereno agreed noting there was some annotation that there was hardscape damage but they were unable to provide that proof. However these trees are the incorrect

species (as specified in G-1) for their community and that is what they are basing their request on.

Discussion ensued regarding the pruning costs for the Fichus trees and view issues.

Commissioner Brown stated that the Community Association has held a meeting and has provided minutes and it has been approved.

Superintendent Sereno again stated that this request does meet the requirements for G-1.

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

Motion by Commissioner Garrett to approve the tree reforestation request by Broadmoor Hills Community Association. Motion carried by acclamation.

6. Tree Donation. Superintendent Sereno stated that they have received a request for a memorial tree donation for Galaxy Park by Sherry Hunter. He noted that he received one phone call requesting clarification of the location of the tree.

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

Motion by Commissioner Lugar to approve the tree donation by Sherry Hunter to be planted at Galaxy Park. Motion carried by acclamation.

#### COMMITTEE REPORTS -

Parks - Nothing to report.

RSS - Nothing to report

##### AD- Hoc

–Youth Sports Liaison - Nothing to report

–Community Services Award - Commissioner Garrett stated that applications nominating Lewis Jones would be coming in and would like the committee to review and consider Mr. Jones for the award.

##### Other

–Marina Park - Superintendent Levin stated that the EIR is scheduled to be complete in July 2009; no formal meetings have been held. Commissioner Garrett asked if any extensions had been granted to residents. Superintendent Levin stated that they are scheduled to be out by September 2009.

#### FUTURE AGENDA ITEMS

Commissioner Brown reminded the Commission that he would still like to discuss the possibility of a flagpole at the 1/1 Marine Memorial at Castaways Park. Director Harmon asked for clarification; specifically lights. Commissioner Brown asked staff to come back with an information report and then if the Commission agrees a recommendation will be brought back at a future meeting for discussion and the public would be noticed.

Commissioner Trapp asked about the “Great Ball” at McFadden Square. Director Harmon stated that there have been some issues with paint chipping on the lettering. He stated that it is going to be repainted with some sealant.

ADJOURNED- 8:36pm

Submitted by: \_\_\_\_\_  
Teri Craig, Admin Assistant



# General Services Department

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PB&R Commission Agenda  
Item No. 2  
January 6, 2009

**TO:** Parks, Beaches and Recreation Commission

**FROM:** Parks and Trees Maintenance Superintendent and Operations Support Superintendent

**SUBJECT:** *December Parks, Trees, and Operations Division Activity Report*

## **Parks Maintenance Division Activities**

1. Parks Maintenance Division staff continues working with the Public Works Department on numerous projects in planning and construction phases. The contractor for the Upper Bay View Park has been placed on the required 60 day Plant Establishment Period, which will be followed by a 90 day Maintenance Period before City takes over maintenance. The Coast Highway and Iris Avenue Median Realignment Project is completed, with the assistance of General Services Park Division staff regarding irrigation and planting modifications. Additionally, the Tennis Court Renovation Project at Grant Howald Park was completed, which also included irrigation and planting modifications.

Projects currently underway include: Coastal Peak Park, the Irvine Avenue Median Project south of Bristol Street, the installation of new sidewalk, boardwalk and some native plantings on Dover Drive adjacent to Castaways Park, and the installation of liquidamber trees on the MacArthur Boulevard medians from Ford Road to San Joaquin.

Projects that are in the planning phases include: Sunset Ridge Park, Marina Park, Oasis Senior Citizen Center, Grant Howald Community Center Renovation, and installation of new irrigation and plantings on the Westcliff and Avocado medians, as well as the southerly roadside of Bristol Street North from Jamboree Road to Irvine Avenue.

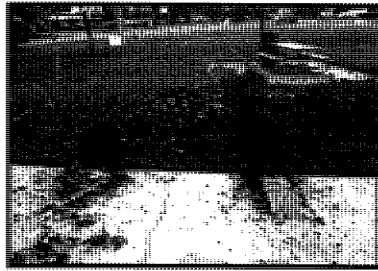
2. Ricardo (Rich) Trevino joined the Parks Division on December 8, 2008, as a Groundworker I. He formerly worked for the City of Laguna Beach, where he assisted in a number of maintenance activities, including landscape maintenance. Rich has fit in well with our existing Parks Division staff, and we look forward to his ongoing contributions to the City.

3. All City supervisory staff will be attending two 3 hour sessions of Customer Service Training. The first training was completed, and was seen as a positive experience in defining staff's relationship with not only their customers, but also in working together for the common goal of outstanding service. The second training will be completed in January 2009.
4. On Tuesday, December 2, Park Maintenance Crew Chiefs Paul Ramirez and Kim Pederson, along with Groundswoker II, Anthony Petrarca, attended a PAPA (Pesticide Applicators Professional Association) seminar at the Phoenix Club in Anaheim.

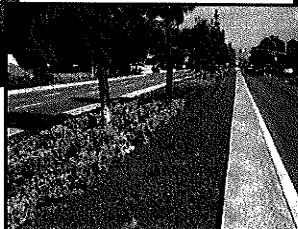
Attending seminars each year is required to keep their Qualified Applicators Certificates and continuing education credits up to date.

The seminar topics ranged from Worker Safety, Pruning of Trees, Cultural Practices of Athletic Fields and Identification, and Safe Handling of Snakes of Southern California.

5. On Sunday, December 7, the Police Department responded to a report of a vehicle driving on the turf and damaging a small tree at the Mariners Park. On Monday, Parks Division staff cleared the tree area and turf debris in order to make the site safe for park users. Repairs to the damaged turf occurred during the week, which required leveling, seeding and top-dressing.



6. Recently, the Parks Division staff landscaped a section of a median on Jamboree Road, south of Bison Ave. The renovation replaced worn out and diseased plant material with more attractive varieties that are resilient and low maintenance. Additionally, the new plant material selected are all drought tolerant and will offer a lush appearance.



## **Trees Division Activities**

During the month of November, 828 trees were trimmed, 1 tree removed, 25 trees planted, and crews responded to 6 emergency tree calls. The City's tree services contractor, West Coast Arborists, is currently pruning trees within the Newport Coast, Spyglass, and Balboa Peninsula areas, as part of the City's overall grid trimming schedule. Additionally, 455 City Ficus and 120 Eucalyptus trees are scheduled for pruning throughout the City to discourage nesting of nuisance birds and severe fruit drop.

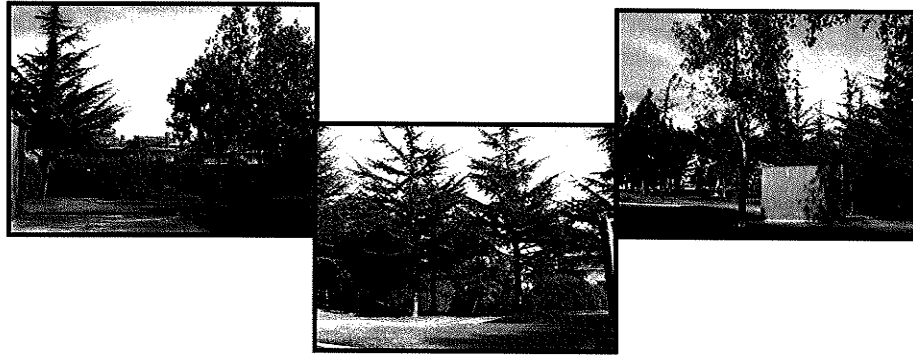
1. On November 20<sup>th</sup>, Department staff attended a Chainsaw Safety Training class presented by Fred Jacobi, Tree Maintenance Services Technician. The class focused on the correct operation and maintenance procedures, safety precautions, and personal injury safeguards. The training included a hands-on usage of chain saws to demonstrate proficiency and safety. There are dangers in operating the chainsaws, and it is vital for our staff to have proper training in order to prevent personal injuries as a result of improper use of equipment.



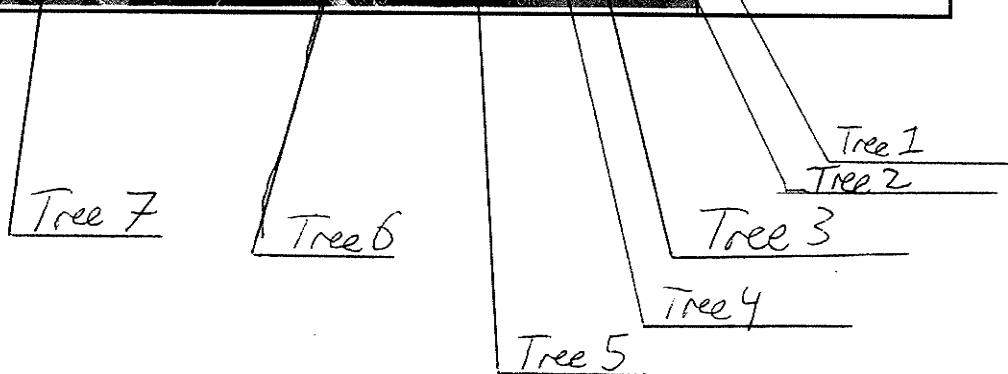
2. In August and September, 2008, General Service staff met with Mark Reader, Project Manager and Fong Tse, Senior Civil Engineer from Public Works Department regarding the removal of seven City trees (Liquidambar, Cedar, and Ficus) that are located within the Community Youth Center around Grant Howald Park.

The Community Youth Center is the second most used recreation facility in the City, and is in need of repairs and modernization. The project will entail upgrading the building for ADA Compliance, expand on the classrooms size, lobby and parking lot to adequately serve the community. However, in order to accommodate this beautification project, seven City trees will require removal.

Per Council Policy G-1, page 5, Item D, the trees can be removed in conjunction with a City Council approved City program. The General Services Deputy Director has authorized the removals of the existing seven City trees, as part of this Public Works Capital Improvement Project. The removed trees will be replaced with 36" box sized trees within the facility.



## Tree Removal Sites



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

## **Beach Maintenance Activities**

1. On November 25, crews from the Operations Support Division responded to reports of moderate street flooding that occurred on Tuesday night, due to rainfall of 1.8" in a 4-hour period. After opening all tide valves and drainage systems, crews focused their efforts in the usual slow draining areas on Balboa Island, Back Bay Drive, Coast Highway, and Newport Peninsula to protect private and public property from flooding.

The flow from the Santa Ana River and the Back Bay has slowed down since the last rain event. The Beach Maintenance Crew has switched their focus to cleaning up the ocean and bay front beaches on Balboa Island and the Newport Peninsula in preparation for the Annual Christmas Boat Parade.

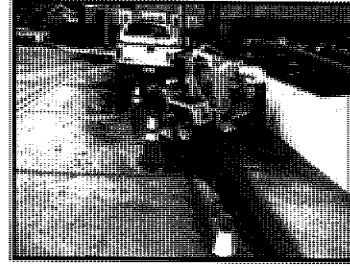
During the week of December 1<sup>st</sup>, over 78 tons of large debris were removed from the oceanfront beaches utilizing heavy equipment. Mechanical sanitizers will follow to further pick up small debris in the sand.



2. During the storm on Thursday, December 11, General Services crews responded to extreme high tides and heavy rains. Crews from Operations Support and Field Maintenance Divisions reported to work as early as 4:30 a.m., working through the morning and into the afternoon. Crew members dealt with high tides that peaked above 8'. From Monday morning, December 15th through Wednesday night, 2¼" of rain fell at the Corporation Yard, as tides ran an average of 0.5' over what was listed in the tide chart:

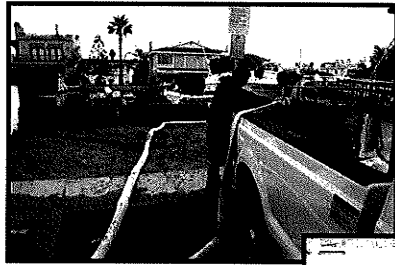
<b>Day/Date</b>	<b>High Tide Height Listed</b>	<b>Actual Height Tide Height</b>
Thursday/12-11	7.1'	7.5'
Friday/12-12	7.3'	8.0'
Saturday/12-13	7.3'	8.0'
Sunday/ 12-14	7.1'	7.5'
Monday/ 12-15	6.6'	7.2'

Storm response activities included: operating 19 pumps to stem the flow of tide and rain water that flooded area streets; assisting concerned residents in the low-lying and slow-draining areas with the moderate street flooding; and distributing over 300 sandbags at no cost to residents.



Moderate flooding as a result of simultaneous rain and high tides also occurred on Balboa Peninsula, including Finley tract; Marcus tract; River Avenue; Balboa Boulevard at 44<sup>th</sup> Street; and on Balboa Island along North and South Bay Front.

Public and private property damage was minimized as a result of preparation by both staff and residents.



See attached General Services Department, Activities Reports for November 2008.

Very respectfully,

Dan P. Sereno  
Parks and Trees Maintenance Superintendent

Jim Auger  
Operations Support Superintendent

Attachments: (A) Tree Activity Report 2007-2008  
(C) General Services Department November 2008 Activities Reports



# General Services Department

Parks and Trees Division  
 Reforestation and Tree Removal Activity Report  
 Fiscal Year 2008-2009

	July	August	September	October	November	December	January	February	March	April	May	June	Total
Tree Removals	0	0	0	0	0	0	0	0	0	0	0	0	0
Emergency Tree Removals	*12	*47	*2	29	1								91
Claim Related Tree Removals	0	0	0	0	0								0
Reforestation Tree Removals	0	0	0	0	0								0
Problem Tree Removals	0	0	0	0	0								0

**Total Removals 91**

Trees Planted	28	0	20	11	25								84
Reforestation Requests	0	0	0	0	0								0
Reforestation Approved	0	0	0	0	0								0
Removal Requests	0	0	0	0	0								0

\* Dead trees & Potential Liability



# General Services Department

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Parks and Trees Division  
Fiscal Year 2008-2009

## Claim Removals

Month	# Trees	Location
July-08	0	
August-08	0	
September-08	0	
October-08	0	
November-08	0	

## Problem Tree Removals

Month	# Trees	Location
July-08	0	
August-08	0	
September-08	0	
October-08	0	
November-08	0	

<b>General Services Department Activities Report - November 2008</b>	<b>This Month</b>	<b>This Month Last Year</b>	<b>Total To Date</b>	<b>TTD Last Year</b>
<b>Asphalt/Concrete</b>				
Street Patching (Tons of Blacktop)	179	374	1,900	2,236
Sidewalk Repaired (sq. ft.)	1,616	3,915	16,893	25,766
Curb & Gutter Replacement (lin. ft.)	244	531	2,294	2,020
Sweeping, Beach Cleaning, Demo Materials (tons)	272	211	1,844	1,766
Asphalt/Concrete Recycled (tons)	268	470	2,430	2,170
<b>Signs &amp; Traffic Markings</b>				
Signs Made	288	81	4,885	1,044
Signs Installed	171	188	1,240	1,064
Decals	4	292	565	859
Special Purpose Signs/Banners Made	61	187	244	494
Street Striping (lin. ft.) Added/Replaced	998	145,902	213,729	438,225
Pavement Markings (including reflective)	32	423	706	1,106
Parking Stalls	1	0	1	0
Curb Painting (lin. ft.)	355	210	17,403	50,098
Thermoplastic (lin. ft.)	165	0	5,729	4
Sign Posts Installed	23	17	146	109
<b>Graffiti</b>				
Graffiti Incidents Removed by Staff	4	129	115	1,494
Graffiti Incidents Removed by Contractor	72	54	465	361
<b>Refuse Collection</b>				
Residential (tons)	2,749	3,162	15,729	16,094
Liquid HazMat Incidents	4	20	30	75
E-Waste Incidents	12	41	98	198
U-Waste Incidents	3	9	21	53
Recyclables (tons)	1,204	917	7,006	4,574
<b>Trees</b>				
Trimmed by Staff	60	245	730	964
Trimmed by Contractor	828	1,015	4,796	4,436
Removed	1	10	91	65
Planted	25	38	84	58
Roots Pruned by Contractor	34	0	57	0
Roots Pruned by Staff	22	17	99	151
<b>Automotive</b>				
Repairs	187	253	1,323	1,432
Preventive Maintenance Completed	54	63	352	366
PM Labor Hours	132	142	887	765
<b>Beach Maintenance</b>				
Beach Area Refuse (tons)	56	37	573	509
Beach Debris (tons)	58	44	374	345
<b>Sweeping/Storm Drain</b>				
Gutter Miles Swept	3,131	4,504	22,701	25,062
Sweeping Debris (cubic yards)	406	476	2,742	2,959
Storm Drain Debris (cubic yards)	9	15	254	266

## Recreation Services Monthly Activities Report

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

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### ADULT SPORTS

**ADULT SOFTBALL** - The fall season just beat the rain and finished all league games December 12. The season was filled to capacity with 95 teams, the most in the last 6 years. Softball is currently on break during the winter field renovation and rest periods. Registration is ongoing through January 9 for the spring with games beginning the week of February 9.

**ADULT SOCCER** - The fall coed soccer League ended December 12. Eleven playoff games went unplayed because of wet and rainy field conditions. The games will be rescheduled the week of February 9, one week before the kickoff of the spring season. Registration deadline is January 14 with the kickoff February 17. The early conclusion will enable General Services Parks Division to perform much-needed renovations to all adult soccer fields in December and January.

**ADULT BASKETBALL** - The winter season is filled with 73 teams competing in 11 different leagues. Games begin the week of January 5, 2009 with teams playing at West Newport, Lincoln, Ensign, and Newport Coast Gyms. Games are held Monday through Thursday evenings, beginning at 6:15pm.

### YOUTH SPORTS / YOUTH PROGRAMS

**FLAG FOOTBALL** - The youth flag football season came to a successful end on December 14. The top teams represented the City of Newport Beach at the Orange County and Southern California Championships recently with outstanding performances! The "B" division (5<sup>th</sup> and 6<sup>th</sup> graders) city championship team from Mariners Park advanced to the finals and finished 2<sup>nd</sup> at the Orange County tourney. The team, coached by Recreation Leader John Grant, also qualified for the Southern California championships in Garden Grove. The team played well in games against all-star teams from Inglewood and Azusa. The "C" division (3<sup>rd</sup> and 4<sup>th</sup> graders) winning city team also finished 2<sup>nd</sup> at the Orange County tourney. The team from Andersen School, coached by Recreation leader Vance Piggott, exhibited outstanding sportsmanship and ability in advancing to the finals. The team lost an exciting and close game to the City of San Clemente.

**GIRLS HOOPS** - The new 5<sup>th</sup>-6<sup>th</sup> grade girls basketball league will debut in February 2009, after many months of planning. Banners went up throughout the City with registration beginning December for this new program. Practices will be held mid-February with games played at Lincoln on Wednesday and Friday afternoon's in March.

**BASKETBALL - NEWPORT COAST YOUTH LEAGUE** - The winter session of youth basketball will begin January 12 through March 16 at the Newport Coast Gym. This unique Monday evening program will combine clinics and games with teams divided by age and skill level and will practice together the first 3 Mondays, followed by actual league game play during the final five weeks.

**YOUTH SPORTS COMMISSION** - The biannual meeting of the Youth Sports Commission was held December 3. In attendance were representatives from six youth sports groups in Newport Beach: AYSO Regions 57 and 97, Newport Harbor Baseball Association, Newport Beach Little League, Pacific Coast Girls Fast Pitch Softball, and Newport Mesa Junior All-American Football. Also attending were representatives from Recreation and General Services, field maintenance contractors, and a few adult sports groups as well.

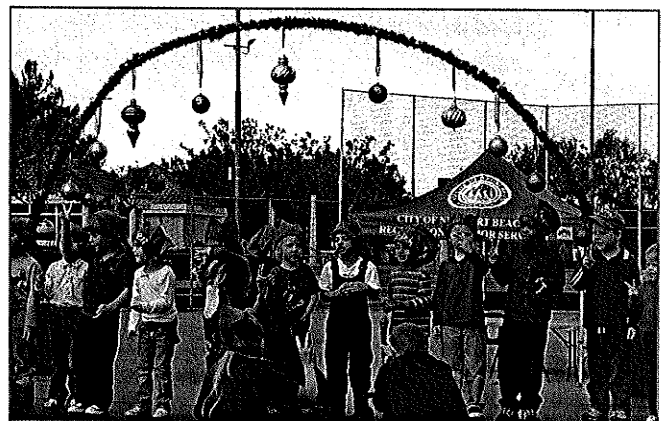
The agenda included winter field maintenance projects, updates on new park projects such as Sunset Ridge and Coastal Peak, the Home Field policy, field lighting and billing procedures, general field use policies, park patrol issues, updated rosters and insurance policies, and club/travel team procedures.

The highlight was the distribution of the *2009 Spring Field Allocation Schedule*, meticulously assembled by Recreation Supervisor Scott Williamson.

The six Youth Sports Commission groups combined will utilize 23 city fields February 2 through June 28. Over 2,500 youth will participate in over 4,000 games during that time. This data is impressive - and it doesn't include the City's adult sports leagues and groups which also play on these fields in the same time frame!

**WINTER RECESS CAMP** - Winter Recess Camp was offered in two 3-day sessions at a cost of \$50 per week. The first ran December 22 - 24; the second from December 29 - 31. On both Wednesdays the camp closed at noon. Activities included a nature hike through Castaways Park, a trip to the Environmental Nature Center, holiday crafts and Nintendo Wii Tournaments!

**PRE-SCHOOL 101 PERFORMS AT WINTER WONDERLAND** - Pre-School 101 classes from both Mariners and Newport Coast Community Center stood in front of a huge crowd and sang their little hearts out. A BIG Thank You to our pre-school teachers including Miss Melia, Miss Monika, Miss Lindsey & Miss Jennifer for bringing the two classes together for a spectacular performance!

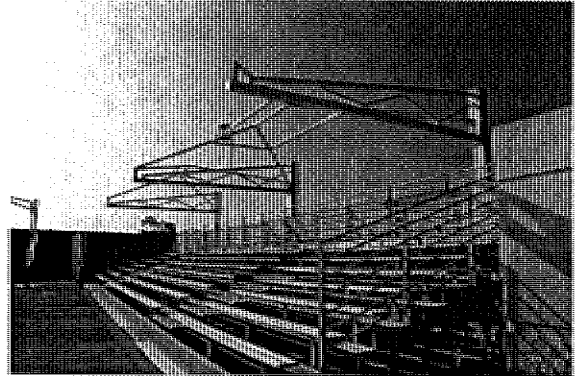


**SWAT MEMBERS VISIT YOUTH COUNCIL** - On behalf of Newport Beach's Youth Council, the Recreation Division thanks Officers Josh Comte and Justin Yee for their SWAT presentation to Youth Council on December 8. Special thanks to SWAT Commander Evan Sailor for making this visit happen. Officers Yee and Comte shared the SWAT team's objectives, mission and their training regimen. They also talked about what it takes to be a SWAT member, and how SWAT fits into the Police Department's organizational structure. They shared on-the-job stories and allowed the Youth Council to try on their equipment and gear. The Youth Council asked many questions about the job and lifestyle and sought career advice regarding police work, SWAT, and the Explorer program as well.

## AQUATICS

AQUATICS ACADEMY - Due to the overwhelming success of last year's Aquatics Training Academy, Recreation will again be hosting tryouts on March 21 at the Marian Bergeson Aquatic Center. This year's class will be smaller than last year, as the department is looking to hire only five swim instructors. Therefore, this season's class will be more competitive than ever. Potential swim instructors will undergo rigorous written and physical exams, including first aid knowledge and swimming skills.

SPRING SWIM LESSONS - In an effort to boost the revenue, the aquatics program will offer swim lessons during the spring. Lessons will be held on Saturdays, and will be directed towards ages 3 to 12 years of age. Due to a high rate of retention of staff this year, the expansion of the swim lesson program is possible, and should increase the overall popularity of Newport Beach aquatics activities.



### Pool Renovations at MBAC

Shade structures are currently being installed at the MBAC to allow for a more comfortable viewing atmosphere for residents on the bleachers during High School and City events. The structural framing of the shade structures is expected to be completed by the Holidays. Canvas canopies will then be installed thereafter. Recreation Manager Matt Lohr and Recreation Supervisor Adam Leu recently met with Angela Krause, the representative for CDM High School's fundraising program for MBAC. Discussion took place regarding Phase 3 of the on-going renovation projects of MBAC. Phase 3 will allow for multiple changes to the aquatics office and pool deck at MBAC. These changes include the relocation of City and high school athletic team storage space, and newly created private offices for boys and girls water polo coaches.

## CONTRACT CLASSES

CONTRACT CLASSES - The *Spring 2009 Newport Navigator* will be published in mid February and registration for spring classes will begin the first week of March. The *Spring Navigator* will feature a special bonus section promoting Spring Recess Camps. Information from the *Navigator* will also be available on the February Edition of "Navigator News" on NBTV.

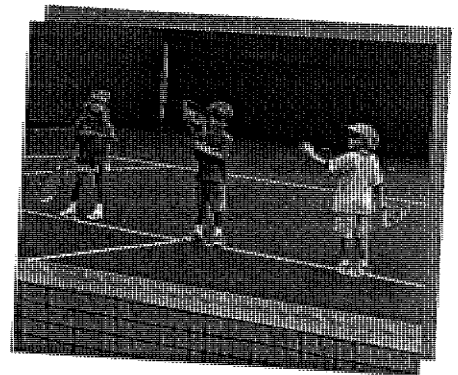
Parents can begin planning their summers in February, as [www.campnewport.com](http://www.campnewport.com) will be available for viewing the first week of February. The *Camp Newport Summer Special* will be mailed to residents and delivered to local businesses the first week of March. Summer camp early bird registration will begin the second week of March, offering camps at a 10% discount.

CLASSES & CAMPS RELOCATED - Classes and summer camps have found new locations due to the OASIS Senior Center remodel. Over the past few months staff has been working closely to manipulate class times, days, and classes have been relocated to make room for the OASIS classes. Staff is looking at this as an opportunity to develop a partnership with the school district and the Boys & Girls Club. Staff has been meeting with school officials and principals to discuss the use of school facilities during the summer months.

**TENNIS CLASSES** - The tennis program has been recharged and revamped!

- Tennis 101, owned by Greg Langdon since 1995. Greg has been teaching tennis for over 25 years and has coordinated tennis tournaments, banquets, and conventions since 1993.
- Allegra Duncan Tennis, owned by Vincent Allegra, a former professional in France and Ross Duncan, a former tennis professional in South Africa. They have been teaching and running tennis programs in Southern California and Oregon for the past seven years.
- Alfie Zappa, a contractor for the City of Tustin for the past three years.

Staff anticipates the tennis program to flourish over the next few months and will be focusing on improving the overall program.



## **NEWPORT COAST COMMUNITY CENTER**

**SOUND & LIGHTING** - Installation of sound and lighting will soon begin at NCCC. LCD projectors and a sound system with digital monitoring and remote access will be retro-fitted in classrooms and the gymnasium. NCCC staff are looking forward to these improvements for both large-scale meetings and rentals.

**ROOM RENTALS** - Due to an increase in gymnasium availability during the slower holiday period, December was a popular month for NJB and other youth basketball teams to schedule practices and games. NCCC staff have also received numerous calls and questions regarding space for holiday parties. On December 6, NCCC hosted the annual Newport Beach Public Library staff potluck. In an effort to increase interest in room rentals, staff is currently creating a new design and layout for reservation packets. They are in the process of obtaining packets from neighboring cities and other institutions that allow rentals, and should have a completed packet early next year.

**OASIS CLASSES** - Beginning January 5, many OASIS classes will make NCCC their temporary home while the OASIS Center undergoes construction. Nineteen classes will be added to NCCC's lineup, as well as a monthly membership meeting in the gymnasium on the first Friday of the month. The relocated activities will include Spanish and French, support groups, and additional fitness and bridge classes.



## **FACILITY RENTALS**

**During the period of Nov 16, 2008 -Dec 15, 2008 there were:**

- 16 Picnic/Park Area Rentals
- 14 Room Rentals
- 9 Field Rentals
- 10 Gym Rentals

**There were 0 wedding reservation rentals for this period**

## 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 Nov Park Patrol had the following contacts:

### 1. Requested Calls

- **118 with Youth Sports Groups**
- **58 Field related issues/checks-** monitored use of fields by Youth Sports organizations and club teams, turned on/off field lights, responded to a noise complaint and stopped coach at Bonita Creek using a blow horn, assisted Newport Elementary flag football team, checked and locked Peninsula Park soccer storage, resolved a field conflict at Bob Henry, assisted with flag football at Bonita Creek, advised vehicle owner to remove his vehicle from the sidewalk near the field at Bonita Creek, reported exposed tree stumps at Arroyo Field, reported unauthorized banner up at Bonita Creek, stopped late youth sports practice at Grant Howald Field, reminded softball players not to play on sidewalks, updated Mudline for field closures due to rain.
- **18 Park/Picnic/reservation issues/checks:** monitored scheduled picnic reservations at various parks, stopped skateboarding at Mariners Library, checked on the statue at Castaways Park, removed lost cat sign at West Newport Park, stopped a man flying a remote controlled plane at Bonita Creek, removed political signs at Eastbluff and Bonita Canyon Parks, reported basketball nets at San Miguel, Mariners, and 38<sup>th</sup> Street Parks need replacement, checked a birthday reservation at Bonita Creek, monitored an NBPD Animal Control event at Peninsula Park, checked on a wedding at Ensign View Park, stopped boys from shooting a pellet gun at Bonita Creek, stopped private tennis instruction at Las Arenas tennis courts, Assisted NBPD with a protest near Bonita Canyon Sports Park, reported a dead bird to Animal Control, counted number of vehicles parked at Coast Peak Park, checked on a birthday reservation at San Miguel Park.
- **54 Community Center issues/checks:** unlocked and locked various community center rooms/gyms, checked on weekly meetings at community rooms, checked on Mariners Library entry and parking lot daily for disruptive juveniles.
- **24 Playground checks** - checked all playgrounds for safety issues and vandalism.
- **27 other-**monitored a surf contest at 56<sup>th</sup> Street Beach, enforced film permit regulations at Little Corona Beach, assisted Code Enforcement by documenting a sales event at Jack's Surf Shop.
- 4 Pre-event check
- 2 Post-event checks

### 2. Public Contacts

- 42 education
- 0 alcohol
- 18 dog related

**Written Warnings Issued-** 3 for vehicles displayed in parks for sale.

**Citations Issued-** 1. for a vehicle blocking a fire hydrant at Lincoln.

**Additional Info:** With the holiday season approaching, an increase in commercial photographers using the beach and parks for photos was noticed. Many of them do not apply for the proper permits. During the month of November, Park Patrol helped monitor and enforce the photographer permit regulations at out public parks and beaches.

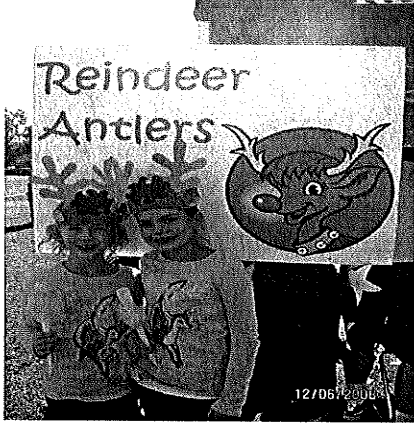
## SPECIAL EVENT PERMITS

As of Dec 15, 2008, there were 248 Special Event Permits processed and issued for the year. Those events of note for this period are:

Balboa Island Tree Lighting- Marine Ave/Balboa Island, Nov 30, 2008; Attendance: 100

CNB Winter Wonderland - Bonita Creek Park; Dec 6, 2008; Attendance: 4000 +

CDM Chamber Christmas Walk - Coast Hwy in CDM; Dec 7, 2008; Attendance: 5000



Winter Wonderland 2008

## EVENTS

WINTER WONDERLAND - The sunny day of December 6 didn't keep families and friends from enjoying 100 tons of snow at Bonita Creek Park. It was a day full of cheer, as over 4,000 residents celebrated the holidays at the 20<sup>th</sup> Annual Winter Wonderland Event, with children building snowmen, sledding, aboard the polar express, and whispering their Christmas wishes to Santa. With the increased number of participants attending the event, staff will be looking into the logistics of the event to ensure quality for next year.



FLASHLIGHT EGG HUNT - SAVE THE DATE - Friday, April 4 - 6:30-9:30pm for the 5<sup>th</sup> Annual Flashlight Egg Hunt held at Bonita Creek Park. Festivities will include spring carnival games, crafts, bouncers, and five separate egg hunts divided by age.

BREAKFAST MEETING WITH NMUSD @ NCCC - On December 3, Recreation staff attended the annual meeting with administrators from the Newport-Mesa Unified School District at the Newport Coast Community Center. This was an excellent opportunity for Recreation to outline upcoming capital improvement projects that will ultimately have an impact on both the District and children in the community. Furthermore, staff from both sides appreciated an

occasion to put names to faces, and to continue developing an already excellent working relationship.

## **PARK & CAPITAL IMPROVEMENT PROJECTS**

**SUNSET RIDGE PARK** - Staff met with Bonterra Consulting, EPT Landscape Architects and Architect Ron Yeo at the Sunset Ridge Park site on December 18<sup>th</sup> to discuss environmental impacts and design elements. The consultants were retained in November and will be working on the project.

**REMODEL OF CYC** - This project was sent out to public bid in mid-December 2008 for the remodel of the building. Bids are due by Tuesday, January 6, 2009 to the City. Staff will review bids and tentatively plans to go to the City Council for approval of the project on Tuesday, January 27, 2009 and start construction in February 2009. Staff is working closely with the Public Works Department to complete construction by the first week of June to not interrupt the popular day camp offered at this site.

**SYNTHETIC PARK TURF** Many thanks to the Public Works staff for finalizing the RFP for the preliminary study and design services for synthetic turf in Newport Beach. The RFP closes December 22 and will prioritize and identify fields most suitable for conversion to synthetic turf and design for the field deemed most appropriate for conversion. This project has been a joint effort between Public Works, General Services, Code and Water Quality and the Recreation and Senior Services Department.

**COASTAL PEAK PARK** - The project is nearing construction completion with staff monitoring the box tree planting, making sure that the trees are planted above grade to accommodate settling according to their sizes. Construction crews are amending the soils, and a copy of the soils testing has been requested, to ensure delivery of all product called out for in the test. The project is now slated to be completed by mid January, followed by a 120 day maintenance period. City takeover should occur around July 1, 2009. Coastal Peak Park will remain closed to the public until fall 2009 in order to give the grass a longer growing season before play.

## Senior Services Monthly Activities Report

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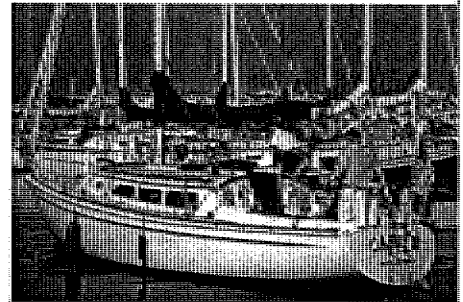
To: Parks, Beaches & Recreation Commission

From: Celeste Jardine-Haug, Senior Services Manager

Re: Senior Services Division Monthly Activities Report

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**SAILING CLUB** - Nine members of the OASIS Sailing Club sailed and coordinated movement of boats and passengers for the 19<sup>th</sup> Sail for the Visually Impaired event in Newport Harbor on October 18. Pictured is Oasis III operated by Skippers Rob Jason, and John Whitney. Oasis IV was operated by Skipper Harold Sharp and Mate Anthony Allen. Both boats took on a crew of 140 blind or partially sighted passengers and their guide dogs for a cruise through the bay and out for a short excursion at sea. Sight impaired crew members had the thrill of feeling the motion of the waves and the wind in their faces. Some took the wheel and maintained course with the feel of the wind. OSC Member Bob Gaido and Skipper Frank Reinhart coordinated movement of passengers from shore to the dock to awaiting boats. Members Jim DeClerk and George Morgan and Commodore Jim Stone assisted overall operations and loading of passengers. Support of this event is an annual outreach of the OASIS Sailing Club.



### **HAPPY HOLIDAYS FROM THE OASIS**

As always, the OASIS staff goes out of their way to make the holidays a happy time for all. This month we enjoyed the annual Wine and Cheese party with 150 people and this year we were able to provide a driver for those non-drivers to come and enjoy the event.

Social Services Coordinator Vicki Chin has been in charge of the charitable giving projects and has been busy collecting food for families in need, wrapping hand knit blankets for those OASIS friends that now live in nursing homes and making gift baskets for those that are alone during the holidays.

Staff is gearing up for the big move and has been meeting with groups in need of furniture and other supplies as they become available. The OASIS staff has been incredible in their efforts to make this work and to help the seniors through this change.



**PARTICIPANTS ATTENDING**

**9588 CUSTOMERS**

**RECREATIONAL CLASSES**

3,394 CUSTOMERS

**PERSONALIZED SERVICES PROVIDED**

1,805 CUSTOMERS

**Includes:**

Blood Pressure	75
Counseling-persons	60
Eldercare	0
Employment	25
HICAP & Part D	29
Housing counseling	45

Information/Referral	990
Legal Assistance	6
Senior Assessment(hrs)	55
Telephone Reassurance	340
Visual Screening	5
Transportation Info	175
Taxes	

**SENIORS RECEIVING TRANSPORTATION SERVICES**

Care-A-Van/Shuttle

1,296 CUSTOMERS

**CUSTOMERS RECEIVING NOON MEALS AT THE CENTER**

1,918 CUSTOMERS

**VOLUNTEER HRS. OF SERVICES PROVIDED AT THE CENTER**

1,462.50 HOURS

**Includes:**

Front Office	Kitchen & Home Delivered Meals
Gift Shop	Travel Office
Instructors	Library
Treasurer	President
Bookkeeper	Vice President
	Taxes

(\*equiv. to 9 full-time employees)

**PARTICIPANTS IN FRIENDS OF OASIS TRAVEL/ SAILING CLUB**

262 CUSTOMERS

**Day Trips**

The Nethercutt Museum	53
Barona Valley Casino	55

**Sailing Club- Sailors**

OASIS III	54
OASIS IV	86

**Long Trips**

Splendors of Croatia	6
Solvang & Santa Barbara	8

**SPECIAL**

**EVENTS/SCREENINGS/LECTURES**

913 PERSONS

Thanksgiving Luncheon	188
Trail Trekkies	39
Digital TV Lecture	11
Movie- Young at Heart	30
Big Band	65
Computer Friends	34
Flu Shots	274

OASIS Golfers	87
<b>Sunday Movies-</b>	
Blue Steel/Star Packer	30
Pot O' Gold	26
A Farwell to Arms	28
Torn Curtain	29
Absence of Malice	38

## Recreation & Senior Services Department Staff Report

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To: Parks, Beaches & Recreation Commission  
From: Sean Levin, Recreation Superintendent  
Re: Request from Newport Beach Little League (NBLL) to Purchase and Install Four Scoreboards at Bonita Canyon Sports Park (BCSP) Fields #1-4

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### RECOMMENDATIONS

1. Approve installation of Scoreboards at BCSP fields #1-4 contingent upon obtaining all necessary City of Newport Beach Building permits. All costs related to equipment, installation, and any damage associated with the installation of the scoreboards would be the sole responsibility of Newport Beach Little League.

### OR

2. Approve installation of scoreboards with sponsorship during designated season at BCSP fields #1-4 contingent upon obtaining all necessary City of Newport Beach Building permits. All costs related to equipment, installation and any damage associated with the installation of the scoreboards would be sole responsibility of Newport Beach Little League.

### BACKGROUND

The NBLL is a 100% volunteer youth serving organization that primarily serves residents on the eastside of the bay with approximately 1,200 resident participants annually and is co-sponsored by the City as part of the Youth Sports Commission. They have completed similar successful projects on City facilities in the past which include batting cages, backstops and field renovations. A scoreboard currently exists at Lincoln Athletic Center and further enhances the baseball experience for youth.

### Discussion

The NBLL is requesting to install four scoreboards at BCSP fields #1-4 (Attachment A and B) in locations that would not impede any other uses or activities at the park. Bonita Canyon Sports Park is a non-lit facility. Therefore, scoreboards would be used during daylight hours only and would not create glare. Installation is proposed for spring 2009 in preparation for the baseball season.

The NBLL would be responsible for all costs associated, completed engineering drawings and submitting plans to the Building Department for approval and proper inspection (Attachment C). In the spring the fields are primarily allocated to NBLL; in fall to AYSO 57. Staff shared the scoreboard plans with AYSO 57 and they have indicated no opposition to the proposed scoreboards as shown.

NBLL is requesting to have a sponsor displayed on each of the four scoreboards to offset costs of the new equipment. City Council Policy B-14—Temporary Signs With Sponsorship Recognition In City Parks And Beaches (Attachment D), allows for temporary signage in Parks during the designated priority season for the sport with approval from the Recreation & Senior Services Director. Newport Beach Little League is requesting a 4 x 4 (16sf) sponsorship area which is within the policy guidelines of not exceeding 24sf in size (Attachment E). The 4 x 4 sponsorship portion of the scoreboard would be displayed during the spring in accordance with City Council Policy B-14.

### Attachments:

- A. Letter from Newport Beach Little League
- B. Aerial scoreboard locations
- C. Quote for installation, scoreboard specifications
- D. City Council Policy B-14
- E. Sign diagram with sponsorship panel

## Newport Beach Little League

1280 Bison Avenue, #491  
Newport Beach, CA 92660

December 19, 2008

Mr. Sean Levin                      Via email  
Recreation Superintendent  
Cit of Newport Beach

**RE:    Installation of scoreboards  
        Bonita Canyon Sports Park  
        Fields 1, 2, 3, & 4**

Dear Mr. Levin:

Newport Beach Little League would like to install four (4) scoreboards at the Bonita Canyon Sports Park (fields #1, 2, 3, & 4) to further enhance the baseball experience for our younger levels of players and with this letter are requesting permission to do so.

Enclosed with this letter are the following documents:

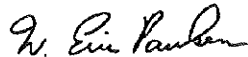
- 1) Scoreboard photos and specifications
- 2) Aerial photographs with approximate placement of the scoreboards

We have bid out the cost of purchasing and installing the boards, with pricing coming in between \$45,000 - \$55,000. To offset the cost of the boards, NBLL would like to have the scoreboards sponsored by either national corporations, local companies and/or local families. Given NBLL's kid-friendly focus, the potential sponsors would be of appropriate nature in keeping with our family oriented philosophy.

If approved, NBLL would be responsible for all costs, completed engineering drawings and submitting plans for the scoreboards to the Building Department for approval and proper inspections.

I look forward to discussing the above with you.

Sincerely,



Eric Paulsen  
NBLL - City Liason

Enclosures

Cc:    David Meckler - NBLL President

# BCSP FIELDS 1 & 2

## ATTACHMENT B

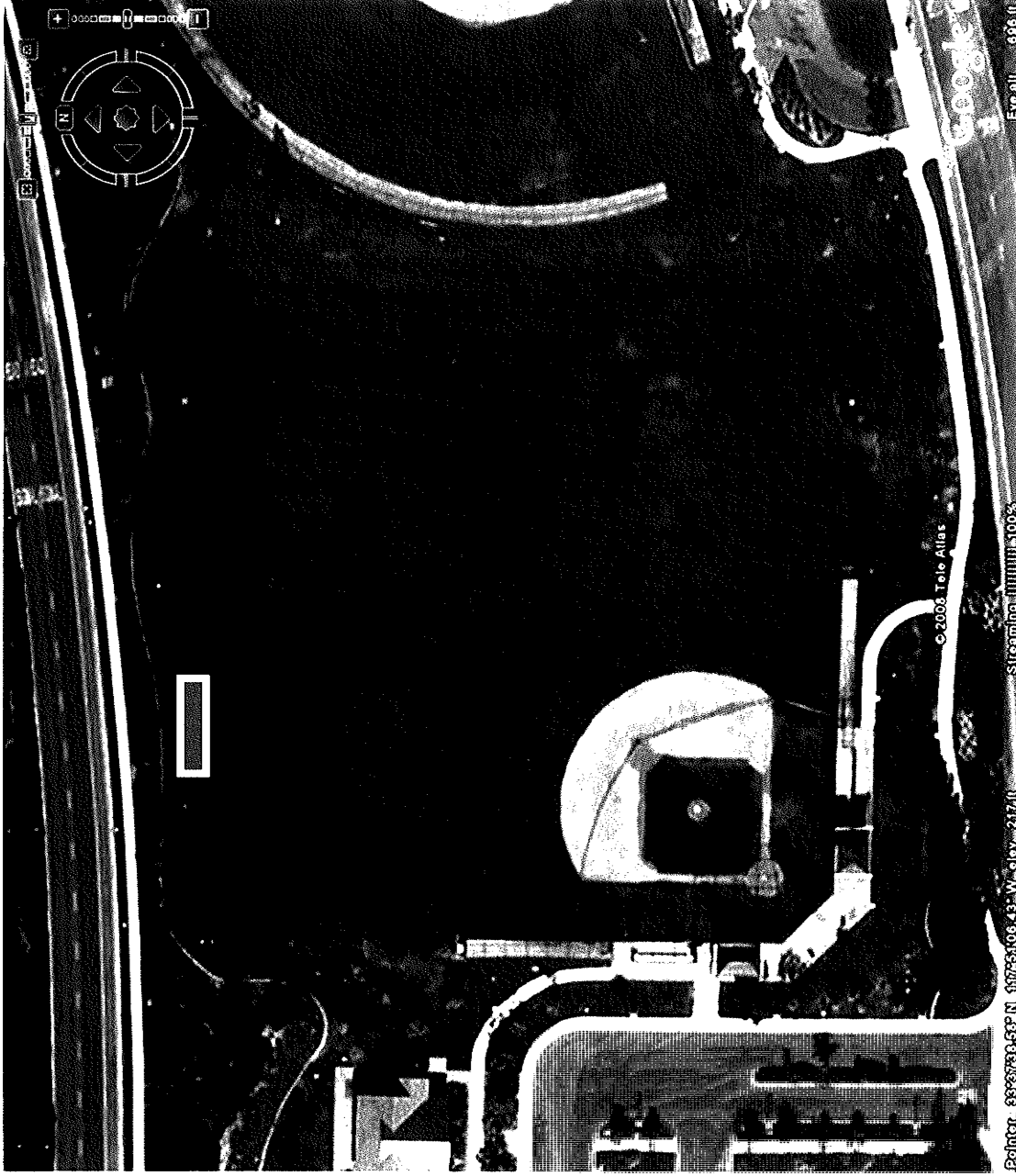


Scoreboard  
Location

Not to Scale

# BCSP FIELD 3

## ATTACHMENT B

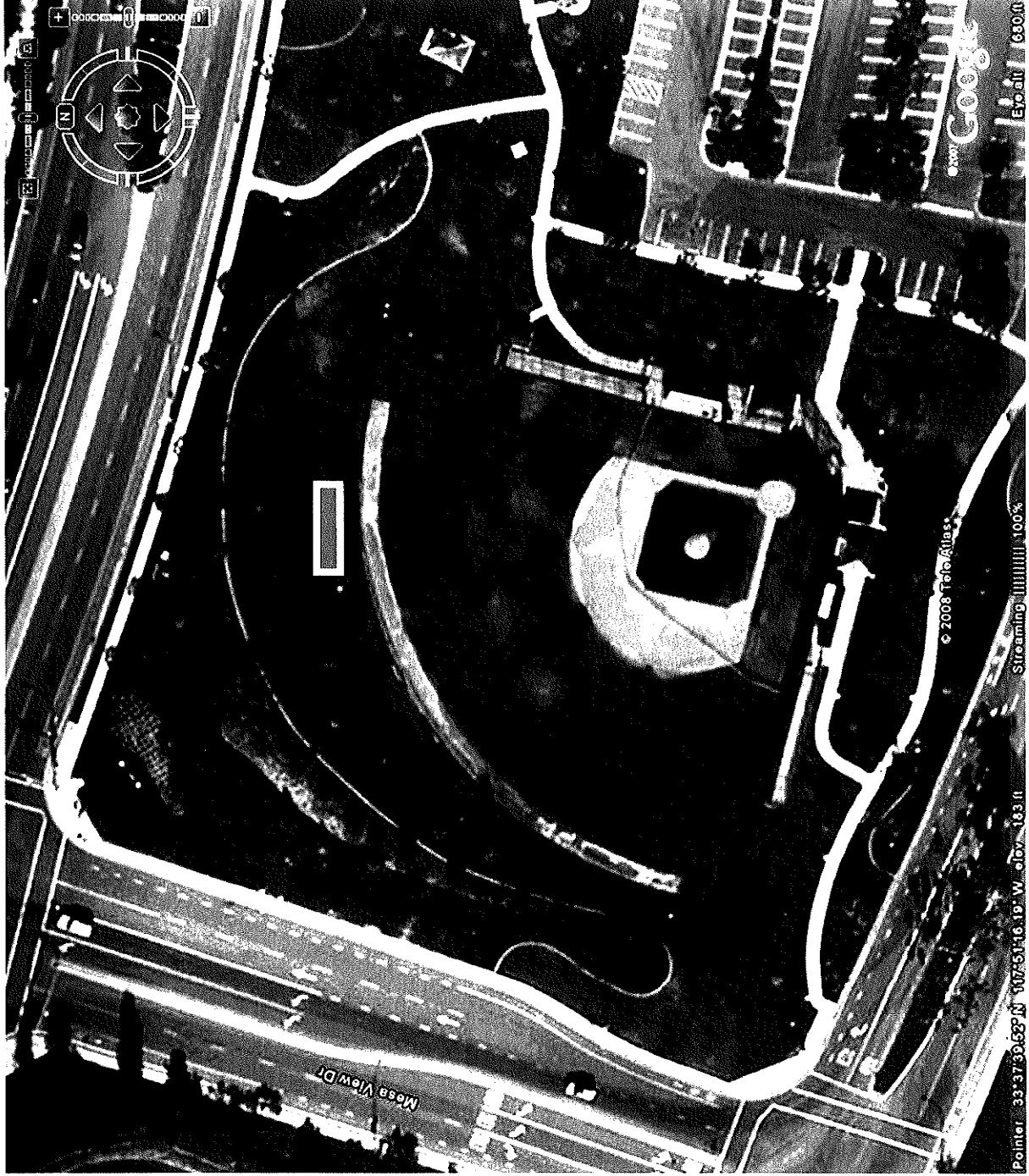


Scoreboard  
Location

Not to Scale

# BCSP FIELD 4

# ATTACHMENT B



Scoreboard  
Location

Not to Scale

## BA-518 PRODUCT SPECIFICATIONS (CONTINUED)

### ALL SPORT® 1600 CONTROL CONSOLE:

Control console electronics are housed in a rugged aluminum case. Console has a 32-character liquid crystal prompting display to verify entries and recall information currently displayed. Case and sealed membrane keyboard make console face water-resistant. Console is capable of controlling other sports through the use of keyboard inserts. A 20' (6096 mm) control cable and a 6' (1829 mm) power cord are supplied. The power cord plugs into a standard grounded 120 V AC outlet. Maximum power demand is 3 watts. All 230 V AC scoreboards use All Sport 1620 control consoles.

### OPTIONAL: RC-100 CONTROL CONSOLE:

The RC-100 is a wireless handheld device housed in an ABS plastic case. Console has a 97x32 liquid crystal display to verify entries and recall information currently displayed. Case and sealed membrane keyboard make the console face water-resistant. Console is capable of controlling other sports through the use of keyboard inserts. The handheld operates using a 900 MHz radio with internal antenna and comes with a rechargeable Ni-MH (Nickel Metal Hydride) 1500 mAh battery which provides 8-10 hours of operation. Console has a range of 500 ft. with 15 selectable channels. The controller kit includes a protective carrying case with a belt clip, wrist and neck strap. It also has an external power supply for charging and/or 120 VAC operation.

### CONTROL CABLE:

One-pair shielded cable of 22 AWG minimum is required if console is powered by standard 120 V AC outlet. Two-pair shielded cable of 22 AWG minimum is required if console is powered by scoreboard.

### JUNCTION BOX:

A cover plate with mounted connector and standard 2" x 2" x 4" (51 mm, 51 mm, 102 mm) outlet box is provided. Connector mates with connector from control console.

### SERVICE ACCESS:

Digit panels and electronics are serviced from the front of the scoreboard.

### MOUNTING:

The scoreboard is typically mounted on two vertical beams. Maximum beam width is 9" (229 mm).

### GENERAL INFORMATION:

Scoreboard provides scoring capability for two teams. 100% solid state electronics housed in an all aluminum cabinet. Scoreboard comes completely assembled. Mounting brackets are supplied. Specifications and pricing are subject to change without notice.

### WARRANT/SERVICE PLAN:

Exclusive Daktronics Gold® plan in the U.S. and Canada (see SP10093 for more information).

### OPTIONS:

1. Durable carrying case for control console
2. Logo/sponsor panels
3. Scoreboard border striping
4. Team name in place of HOME
5. Volleyball captions on changeable panels
6. Individual digit protective screens
7. Electronic message display
8. Protective netting
9. Control console can be upgraded to All Sport 3100 or 5010 controller
10. 2.4 GHz spread spectrum radio control
11. Team names on changeable panels
12. Alternate caption colors available (see S106409)
13. Slide in PERIOD caption panel
14. RC-100 Wireless Control Console in place of All Sport 1600 Control Console.

**BA-518 PRODUCT SPECIFICATIONS (CONTINUED)****OPTIONAL LOGO/SPONSOR PANELS:**

Backlit		Non-Backlit		Width
Height	Width	Height	Width	
3'-0" (914 mm)	9'-0" (2743 mm)	1'-6" (457 mm)	9'-0" (2743 mm)	9'-0" (2743 mm)
5'-0" (1524 mm)	9'-0" (2743 mm)	2'-6" (762 mm)	9'-0" (2743 mm)	9'-0" (2743 mm)
6'-0" (1829 mm)	9'-0" (2743 mm)	3'-0" (914 mm)	9'-0" (2743 mm)	9'-0" (2743 mm)
9'-0" (2743 mm)	9'-0" (2743 mm)	3'-6" (1067 mm)	9'-0" (2743 mm)	9'-0" (2743 mm)

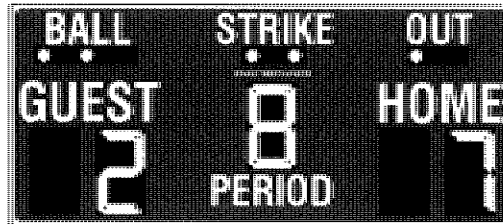
**Side Mounted Non-Backlit**

4'-0" (1219 mm) 4'-0" (1219 mm)

\* For additional information on ordering logo/sponsor panels, see SI04014.

**FOR ADDITIONAL INFORMATION REFER TO:**

1. Installation Specifications Drawing #1091-R10A-55004
2. Scoreboard Mounting Drawing #1091-R10A-55101
3. System Layout Drawing #1091-R10A-54952 and #1196-R11A-139544
4. Single-Section Outdoor Generation IV LED Scoreboards, Display Manual ED-16959



BA-518 in non baseball mode.

For additional information on Daktronics scoring/timing products, call 605-697-4300 or 800-325-8766.

*All Sport®, Gold® and PanaView® are trademarks of Daktronics, Inc. Martin Senour® is a registered trademark of its owner.*

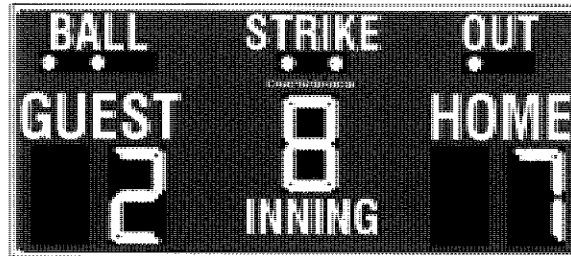
SI042508-02663 Page 3 of 3 Copyright © 2003-2008 Daktronics, Inc.

**For faster service call the appropriate sales group toll-free:**

800-DAKTRONICS (800-325-8766) General Sales  
 888-DAK SCORE (888-325-7267) High School/Park & Rec Sales  
 888-DAK SIGN (888-325-7446) Commercial Sales  
 800-558-9526 Business Communications Sales  
 888-DAK TIME (888-325-8463) College/University Sales  
 888-CHRONDEK (888-247-6633) Auto Racing Sports



# DAKTRONICS



## BA-518 BASEBALL/SOFTBALL SCOREBOARD SPECIFICATIONS

This baseball/softball scoreboard displays HOME and GUEST scores to 99, INNING to nine, and indicates BALL, STRIKE and OUT. Captions for scoring volleyball are available on changeable panels.

Model	Digit Technology	Digit Description	Max Power	Volts	Amps	Weight
BA-518-11/21	LED	7 segments (1)	150 W	120 V AC	1.3 A	96 lb (44 kg)
BA-518-12/22	LED	7 segments (1)	150 W	240 V AC	0.65 A	96 lb (44 kg)

### PRODUCT SPECIFICATIONS

#### PRODUCT SAFETY APPROVAL:

ETL listed to UL Standards 48 and 1433. Tested to CSA standards and CE labeled for outdoor use.

#### DIMENSIONS:

Height 4'-0", Width 9'-0", Depth 6" (1219 mm, 2743 mm, 152 mm)

#### CONSTRUCTION:

Alcoa aluminum alloy 5052 for excellent corrosion resistance

#### DIGITS/INDICATORS:

The nominal digit size is 18" (457mm) high. Digits and indicators can be dimmed for night viewing.

#### CAPTIONS:

HOME and GUEST captions are 9" (229 mm) high. INNING caption is 7" (178 mm) high. All other captions are 6" (152 mm) high. Captions are white vinyl, applied directly to the display face.

#### CABINET COLOR:

More than 150 colors (from Martin Senour® paint book) are available at no additional cost.

#### OPERATING TEMPERATURES:

Display: -22 to 122 degrees Fahrenheit (-30 to 50 degrees Celsius)  
Console: 32 to 122 degrees Fahrenheit (0 to 50 degrees Celsius).

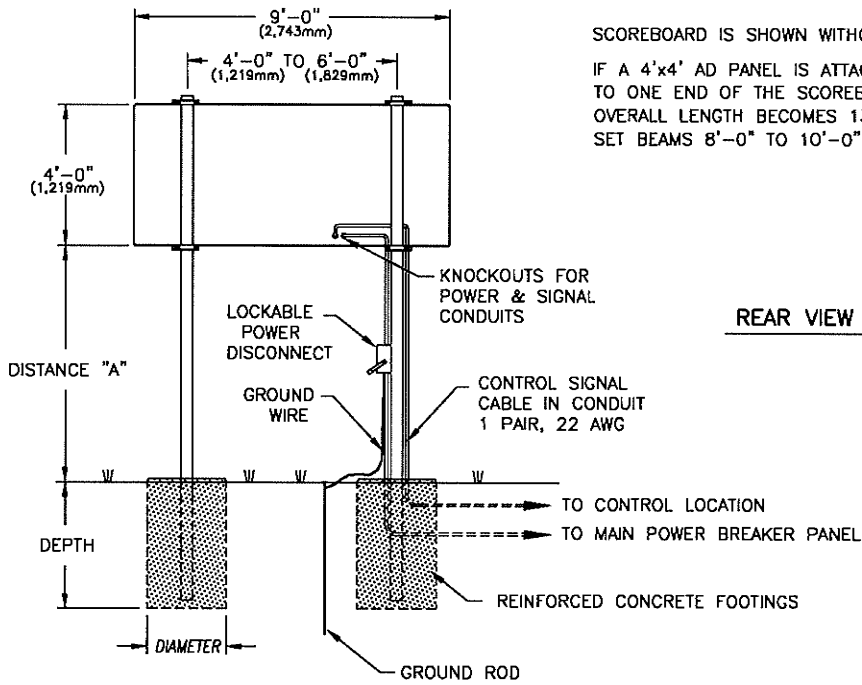
#### Notes:

- Seven bar segments per digit; red (-1) or amber (-2) PanaView® LED digits.

SLO42508-02663 Page 1 of 3

331 32nd Avenue, PO Box 5128, Brookings, SD 57006  
Phone: 800-325-8766 or 605-697-4300 Fax: 605-697-4700  
www.daktronics.com Email: sales@daktronics.com





SCOREBOARD IS SHOWN WITHOUT AD PANEL.

IF A 4'x4' AD PANEL IS ATTACHED TO ONE END OF THE SCOREBOARD, OVERALL LENGTH BECOMES 13'-0". SET BEAMS 8'-0" TO 10'-0" C-C.

REAR VIEW

MODEL BA-518 WITHOUT AD PANEL					
DISTANCE "A" (SEE FIGURE)	TOTAL DISPLAY SIZE		DESIGN WIND VELOCITY		
			70 MPH	80 MPH	100 MPH
10'-0"	9'-0" x 4'-0"	BEAM FOOTING	W6x12 3.0' x 3.4'	W4x13 3.0' x 3.8'	W5x16 3.0' x 4.4'
12'-0"	9'-0" x 4'-0"	BEAM FOOTING	W4x13 3.0' x 3.6'	W6x15 3.0' x 4.0'	W5x19 3.0' x 4.7'
14'-0"	9'-0" x 4'-0"	BEAM FOOTING	W6x15 3.0' x 3.9'	W5x19 3.0' x 4.3'	W8x24 3.0' x 5.0'

MODEL BA-518 WITH 30"-HIGH HORIZONTAL AD PANEL					
DISTANCE "A" (SEE FIGURE)	TOTAL DISPLAY SIZE		DESIGN WIND VELOCITY		
			70 MPH	80 MPH	100 MPH
10'-0"	9'-0" x 6'-6"	BEAM FOOTING	W5x16 3.0' x 4.1'	W5x19 3.0' x 4.5'	W8x24 3.0' x 5.3'
12'-0"	9'-0" x 6'-6"	BEAM FOOTING	W5x19 3.0' x 4.3'	W8x24 3.0' x 4.8'	W8x28 3.0' x 5.6'
14'-0"	9'-0" x 6'-6"	BEAM FOOTING	W8x24 3.0' x 4.5'	W8x24 3.0' x 5.0'	W8x31 3.0' x 5.9'

FOOTING = DIAMETER X DEPTH

FOOTING DIMENSIONS ARE SUGGESTIONS ONLY, PROVIDED TO ASSIST WITH ESTIMATING INSTALLATION COSTS AND ARE NOT INTENDED FOR CONSTRUCTION PURPOSES.

FOOTING DIMENSIONS ARE BASED ON ASSUMED SOIL BEARING PRESSURE OF 2000 LB/FT<sup>2</sup>

ACTUAL FOOTING DEPTH AND DIAMETER FOR A PARTICULAR INSTALLATION MUST BE DETERMINED BY A QUALIFIED STRUCTURAL ENGINEER, USING DATA FROM A SOIL SAMPLE TEST AT THE SITE.

DAKTRONICS, INC. IS NOT RESPONSIBLE FOR STRUCTURES DESIGNED AND INSTALLED BY OTHERS.

MODEL BA-518 WITH 4' SQUARE AD PANEL AT ONE END					
DISTANCE "A" (SEE FIGURE)	TOTAL DISPLAY SIZE		DESIGN WIND VELOCITY		
			70 MPH	80 MPH	100 MPH
10'-0"	13'-0" x 4'-0"	BEAM FOOTING	W4x13 3.0' x 3.8'	W6x15 3.0' x 4.2'	W5x19 3.0' x 5.0'
12'-0"	13'-0" x 4'-0"	BEAM FOOTING	W6x15 3.0' x 4.0'	W5x19 3.0' x 4.4'	W8x24 3.0' x 5.2'
14'-0"	13'-0" x 4'-0"	BEAM FOOTING	W5x19 3.0' x 4.3'	W6x20 3.0' x 4.7'	W8x28 3.0' x 5.6'

REV.	DATE	DESCRIPTION	BY	APPR.
03	24 OCT 07	ADDED MILLIMETERS DIMENSIONS	KDD	
2	19DEC00	REVISED COLUMN SECTIONS & FOOTINGS.	MVD	
1	06MAY94	CHANGED HEIGHT OF DISPLAY WITH 30" AD PANEL TO 6'-6".	AVB	AVB

DAKTRONICS, INC. BROOKINGS, SD 57006			
PROJ: OUTDOOR SCOREBOARDS			
TITLE: INSTALLATION SPECIFICATIONS, BA-518			
DES. BY: AVB		DRAWN BY: A VANBEMMEL DATE: 05FEB93	
REVISION	APPR. BY:	1091-R10A-55004	
03	SCALE: 1=50		



**QUOTE  
revised**

QUOTE # G2877  
DATE: 12/12/2008

CONTRACTORS LICENSE # 676578  
P.O. BOX 7024  
RIVERSIDE, CA. 92503

866-311-7344 (SFGI)  
PHONE: 951-351-1313  
FAX: 951-637-8406

BILL TO: NEWPORT BEACH LITTLE  
LEAGUE  
ACCTS PAYABLE  
4350 VON KARMEN AVE.  
NEWPORT BEACH CA. 92660  
PHONE: 949-885-8200  
FAX: 949-885-8501

SHIP TO: BONITA CANYON SPORTS PARK  
BASEBALL FIELDS  
  
CONTACT: ERIC PAULSEN  
PHONE: 949-885-8200  
FAX:  
EMAIL: epaulsen@LNRproperty.com

TERMS: \$5,000.00 DEPOSIT WITH ORDER, BALANCE DUE UPON  
COMPLETION.

**DESCRIPTION OF WORK TO BE PERFORMED:**

INSTALL **FOUR** CUSTOMER PROVIDED DAKTRONICS SCOREBOARDS MODEL BA-518-21 ON FIELDS ONE, TWO, AND FOUR. BOARDS TO BE LOCATED IN LEFT CENTER FIELD ON THE OUTSIDE OF THE OUTFIELD FENCE.

**INSTALLATION TO INCLUDE:** PROVIDE AND SET GALVANIZED STEEL POSTS IN CONCRETE FOOTINGS, ( TWO PER BOARD ) HANG SCOREBOARDS ON POSTS, CLEAN UP AND REMOVE DEBRIS, MAKE FINAL CONNECTIONS TO A/C/ POWER AND SET UP FOR WIRELESS COMMUNICATION. TEST SYSTEMS AND TRAIN CUSTOMER IN OPERATION.

SCOREBOARDS TO BE PLACED PER DRAWINGS PROVIDED BY THE LEAGUE OR CITY..

INSTALLATION TO BE PER MANUFACTURERS RECOMMENDATIONS... ( DRAWING PROVIDED ).

EXCAVATED SOIL TO BE REMOVED FROM SITE.

ALL ELECTRICAL BY OTHERS. SFGI TO MAKE FINAL CONNECTIONS ONLY.

UNDERGROUND UTILITY IDENTIFICATION AND REPAIR, IF ENCOUNTERED, IS THE RESPONSIBILITY OF THE CITY / LITTLE LEAGUE..

**PERMITS, AND CITY BUSINESS LICENSE IF REQUIRED ARE INCLUDED.**

**BEAMS ARE PROVIDED WITH GALVANIZED FINISH..**

INCIDENTAL TURF DAMAGE FROM HEAVY EQUIPMENT MAY OCCUR AND IS THE CITIES RESPONSIBILITY TO REPAIR.

**ENGINEERING INCLUDED**

LABOR: INCL  
PARTS: INCL  
TAX: INCL  
FREIGHT: INCL

PRICING INCLUDES THE INSTALLATION OF AD PANELS  
IF ORDERED WITH SCOREBOARDS.

TOTAL: \$27,600.00

## ATTACHMENT D

B-14

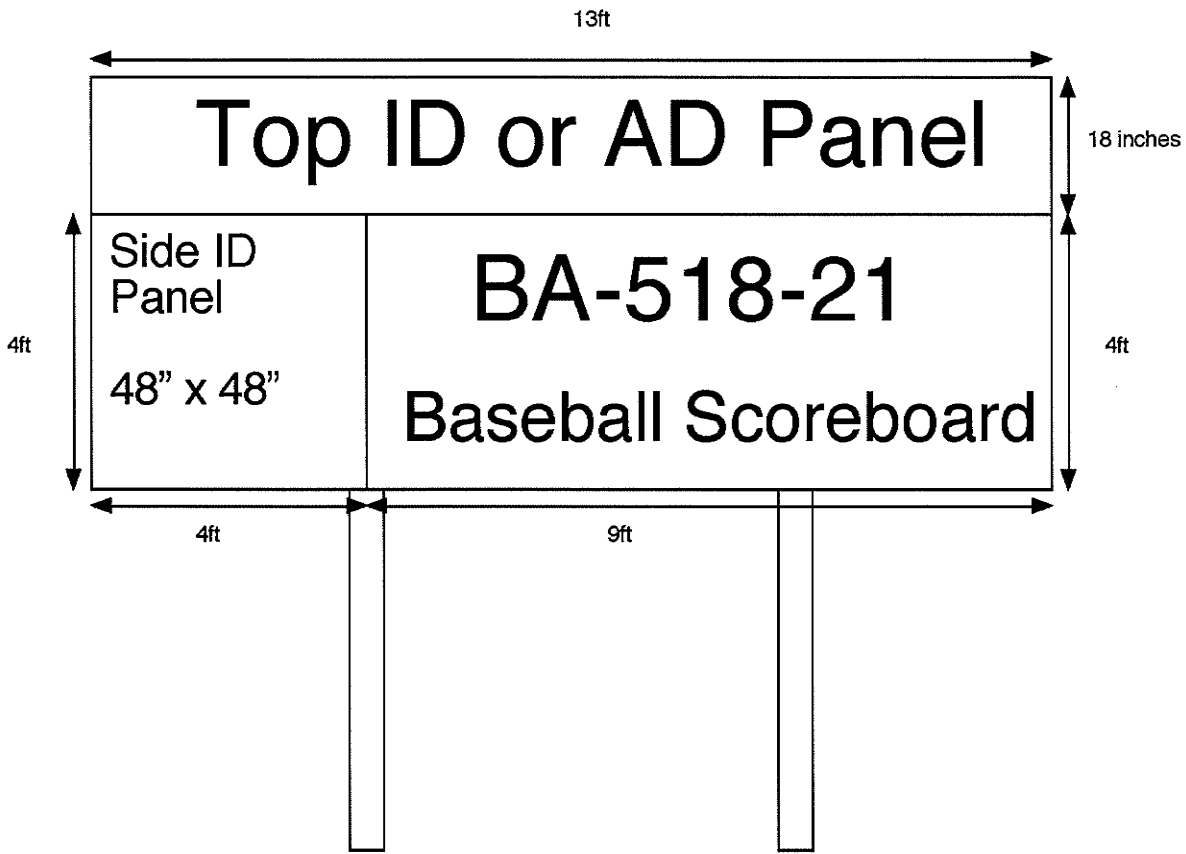
### TEMPORARY SIGNS WITH SPONSORSHIP RECOGNITION IN CITY PARKS AND BEACHES

Temporary signs which recognize sponsorship of City sponsored or co-sponsored sports programs may be posted in a City park or beach when the signage complies with the criteria set forth in this policy. The Recreation & Senior Services Director will require that sponsorship signs meet the following guidelines and that any other approvals which may be required are obtained:

- A. The signage must relate to a program sponsored or co-sponsored by the City of Newport Beach.
- B. The signage must:
  - 1. Not exceed twenty-four (24) square feet in size;
  - 2. Be posted in a location not visible from public streets and pre-approved by the Recreation & Senior Services Department;
  - 3. Be posted only during the designated priority season for that sports group;
  - 4. Be aesthetically appealing, with consideration for the surrounding area.
- C. No signage related to alcohol or tobacco is permitted.
- D. The applicant is responsible for placement and removal of signage and for storage, damage, theft, or loss of any sign posted.

**Adopted - September 14, 1998**  
**Amended & Reassigned - April 8, 2003**  
**Amended - April 13, 2004**  
**Amended - September 13, 2005**

**Formerly I-26**





# General Services Department

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PB&R Commission Agenda

Item No. 5

January 6, 2009

**TO:** Parks, Beaches and Recreation Commission

**FROM:** General Services Director

**SUBJECT:** *Bench Donation Request- Marine Avenue, Balboa Island*

## **Recommendation**

Staff recommends that the Parks, Beaches and Recreation Commission accept the bench donation requests for Marine Avenue- Balboa Island.

## **Discussion/Background**

City Council Policy B-17 establishes a fair, equitable, and uniform procedure for which gifts may be donated to the City. This policy sets forth specific criteria for donations to assure area compatibility, attractiveness, usefulness, and the capability to be maintained.

Currently, Marine Avenue on Balboa Island (between the bridge and Park Avenue) has thirty-nine (39) benches located on the public sidewalk and maintained by City contract. These benches are Jatoba wood slat with concrete frame (Attachment A shows a picture of an existing Marine Avenue bench). The benches are extremely popular during peak season times, weekends and holidays, and are normally filled to capacity with visitors from the shops and restaurants in the downtown area.

City staff was contacted several months ago by Mr. Bill Stewart, representing the Balboa Island Improvement Association (BIIA), regarding the donation of additional benches along the Marine Avenue corridor. The BIIA feels that additional benches would make this shopping area more pleasurable to Island residents as well as to visitors who support the local businesses. To this end, the BIIA solicited donation requests from business owners and residents for the purchase of the benches.

The Association was successful in obtaining donations for twelve (12) additional benches to be installed on Marine Avenue. Attachment B contains copies of the individual donation applications, as well as a list of the location/address of each new bench. The City's Traffic Engineer, Mr. Anthony Brine, has approved the proposed bench locations as it relates to traffic, pedestrian and clearance issues.

### City Council Policy B-17 Compliance

Attachment C of this report is a copy of City Council Policy B-17. Section 3(b) of the policy states: "*Bench donations within a commercial district will require notification of, and an endorsement from, the local business association, if applicable.*" Staff has obtained letters of support for these additional benches from the Balboa Island Improvement Association (BIIA), the Marine Avenue Businesses Improvement District (BID), and the Balboa Island Business Association (BIBA). These letters of support are included herein as Attachment D.

As the value of each bench is greater than \$1,000.00, each person donating may include a dedicatory plaque to be placed on their respective bench. The submitted plaque verbiage for each donation, which is listed on the individual applications, complies with City Council Policy B-17.

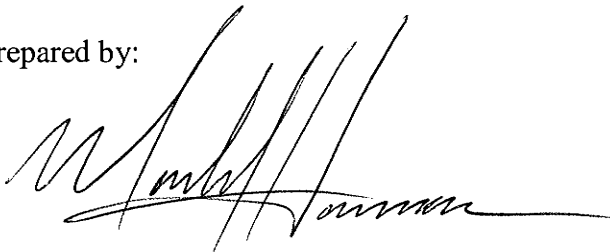
### Financial Information

The cost for each individual bench \$1,156.00 including tax and freight, with an additional \$156 for the cost of the plaque. The City also collects \$1,000.00 per bench for installation and maintenance costs. The Jatoba wood requires annual sanding and staining to preserve the finish.

### Notice

The BIIA, BIBA, Marine Avenue BID, and Mayor Ed Selich have all received a copy of this report and a notice of the Commission meeting.

Prepared by:



Mark Harmon, Director  
General Services Department

- Attachments:
- (A) Photo of an existing Marine Avenue Bench
  - (C) Copies of the individual Bench Donation Applications
  - (B) Copy of Council Policy B-17
  - (D) Letter from the Balboa Island Improvement Association (BIIA)  
Letter from the Marine Avenue Business Improvement District (BID)  
Letter from the Balboa Island Business Association (BIBA)



To: Marine Avenue Bench Applicant

①  
304

As part of a joint effort of the Balboa Island Improvement Association and the Marine Avenue Business Improvement District we are soliciting offers to purchase benches to add to those already installed on the sidewalks of Marine Avenue.

You are receiving this Bench Application because you have indicated a interest in purchasing a new bench on Marine Ave. with a bronze plaque similar to those already there.

During this past Summer and on Weekends, it has become obvious that more benches are needed on Marine Ave, especially near the food establishments where people seem to be more careful about spilling their food when siting down than when standing or walking. We hope that these additional benches will help keep our sidewalks cleaner in addition to making Marine Ave. more pleasurable to our Island residents as well as visitors who support our local businesses.

Representatives of the BIIA and the BID have surveyed Marine Ave. and selected 28 places where additional benches might be installed subject to approval by the City Traffic Engineer. and the abutting Merchant. We are not going to install 28 new benches, 10 to 15 should be plenty.

Attached is a list of all the addresses on Marine Ave at which a bench might be installed.. Unless you don't have a preference, please select your three favorite spots and enter those addresses in your application below, and we will try to accommodate your wish. Preference will be given, first to the Merchant at that address, if they order a bench, and then to others on a first-come-, first-served basis.

**APPLICATION FOR PURCHASE OF BENCH WITH BRONZE PLAQUE ON CITY PROPERTY**

The 1st line of the plaque begins: "IN RECOGNITION OF" or "DONATED BY" or "DONATED FOR" In the template below, scratch out the words you do not want shown on the first line of the plaque. Then, in each space of the two lines under the first line, enter only 24 letters, spaces or punctuation for all the names you want, but only names or initials. Use a pencil to facilitate making changes.

← 6" →																							
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
<del>IN RECOGNITION OF</del>												DONATED <del>BY</del> FOR											
LARRY				AND				PEGGY				STOUSE											
<del>CLUV</del>				JILL				- JACK				- JAY											

Donor's name(s) JILL MAINARD

Donor's address 425 E BAY AVE

City, State, Zip BALBOA CA 92661

Telephone Nos. 949-929-6666 or 949-675-6665

E-mail address: jmainard@ousd.org (We prefer e-mail contact)

Your Check No: 2361 Date 10-13-08 Tax Deductible Amount: **\$2,312.00**

Preferred Marine Ave. Addresses from list

1st 304

2nd 200

3rd 312

Make Check Payable to: **City of Newport Beach**  
 (The City will send you a letter supporting your tax deduction)

**Mail completed application & check to:** Lucy Mendicina, BIIA Beautification Chariman  
 (We will hold your checks until after 701 N. Bay Front  
 City PB&R Commission approval Balboa Island CA 92662  
 expected in 30 to 60 days)

**Questions, or need help with plaque wording? Call Bill Stewart, (949) 673-3588**

To: Marine Avenue Bench Applicant

2  
2168

As part of a joint effort of the Balboa Island Improvement Association and the Marine Avenue Business Improvement District we are soliciting offers to purchase benches to add to those already installed on the sidewalks of Marine Avenue.

You are receiving this Bench Application because you have indicated a interest in purchasing a new bench on Marine Ave. with a bronze plaque similar to those already there.

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**APPLICATION FOR PURCHASE OF BENCH WITH BRONZE PLAQUE ON CITY PROPERTY**

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← 6" →

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
<del>IN RECOGNITION OF</del>												<del>DONATED BY FOR</del>											
MING												AND KAREN HSU											

↑ 2" ↓

Donor's name(s)	Ming and Karen Hsu <i>and Chai Lin Hsu</i>	Preferred Marine Ave. Addresses from list
Donor's address	50 Linda Isle	1st 214-B <i>NA</i>
City, State, Zip	Newport Beach CA 92660	2nd 216-B <i>NA</i>
Telephone Nos.	949- <del>578</del> <sup>675</sup> -7862; Lin = 949-715-7086	3rd 218-A ✓

E-mail address: clhsu@att.net (We prefer e-mail contact)  
Your Check No: 1076 Date 9-24-08 Tax Deductible Amount: **\$2,312.00**

Make Check Payable to: **City of Newport Beach**  
(The City will send you a letter supporting your tax deduction)  
**Mail completed application & check to: Lucy Mendicina, BIIA Beautification Chariman**  
(We will hold your checks until after **701 N. Bay Front**  
City PB&R Commission approval **Balboa Island CA 92662**  
expected in 30 to 60 days) **(949) 675-7501**

**Questions, or need help with plaque wording? Call Bill Stewart, (949) 673-3588**

3

To: Marine Avenue Bench Applicant

As part of a joint effort of the Balboa Island Improvement Association and the Marine Avenue Business Improvement District we are soliciting offers to purchase benches to add to those already installed on the sidewalks of Marine Avenue.

218B

You are receiving this Bench Application because you have indicated a interest in purchasing a new bench on Marine Ave. with a bronze plaque like those already there.

During this past Summer and on Weekends, it has become obvious that more benches are needed on Marine Ave, especially near the food establishments where people seem to be more careful about spilling their food when siting down than when standing or walking. We hope that these additional benches will help keep our sidewalks cleaner in addition to making Marine Ave. more pleasurable to our Island residents and visitors who support our local businesses.

Representatives of the BIIA and the BID have surveyed Marine Ave. and selected 28 places wher they think additional bences might be installed in accordance with City Traffic rules. However, we are not going to install 28 new benches. We think 10 or 12 will be plenty.

Attached is a list of all the addresses on Marine Ave at which a bench might be installed.. Unless you don't have a preference, please select your three favorite spots and enter those addresses in your application below, and we will try to accommodate your wish. Preference will be given, first to the Merchant at that address, if they order a bench, and then to others on a first come-first served basis.

**APPLICATION FOR PURCHASE OF BENCH WITH BRONZE PLAQUE ON CITY PROPERTY**

The first line of the plaque must say: "IN RECOGNITION OF" or "DONATED BY" or "DONATED FOR" In the template below, scratch out the words you **do not want** shown on the first line of the plaque. Then, in each space of the two lines under the first line, enter only 24 letters, spaces or punctuation for all the names you want, but only names or initials. Use a pencil to facilitate making changes.

←	6"	→																					
↑	2"	↓																					
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
<b>IN RECOGNITION OF</b>												<b>DONATED BY FOR</b>											

Donor's name(s) Lucy Mendicinia

Donor's address 701 W. Bay Front

City, State, Zip B.I. 92662

Telephone Nos. 675-7051

Preferred Marine Ave. Bench addresses

1st Tutti Frutti

2nd 218 B

3rd

302

Check Number 1029 Date 9/29 Amount \$ 2312

Make Check Payable to: BIIA (Balboa Island Improvement Association)

Mail this completed application with your check to:

Lucy Mendicinia, Beautification Chariman  
701 N. Bay Front  
Balboa Island CA 92662

4  
225

To: Marine Avenue Bench Applicant

As part of a joint effort of the Balboa Island Improvement Association and the Marine Avenue Business Improvement District we are soliciting offers to purchase benches to add to those already installed on the sidewalks of Marine Avenue.

You are receiving this Bench Application because you have indicated a interest in purchasing a new bench on Marine Ave. with a bronze plaque similar to those already there.

During this past Summer and on Weekends, it has become obvious that more benches are needed on Marine Ave, especially near the food establishments where people seem to be more careful about spilling their food when sitting down than when standing or walking. We hope that these additional benches will help keep our sidewalks cleaner in addition to making Marine Ave. more pleasurable to our Island residents as well as visitors who support our local businesses.

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Attached is a list of all the addresses on Marine Ave at which a bench might be installed. Unless you don't have a preference, please select your three favorite spots and enter those addresses in your application below, and we will try to accommodate your wish. Preference will be given, first to the Merchant at that address, if they order a bench, and then to others on a first-come-, first-served basis.

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← 6" →																								
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
↑ 2" ↓																								
<del>IN RECOGNITION OF</del>												DONATED BY <del>FOR</del>												
FAMILY &												FRIENDS OF												
PAUL A.												RICCATO "PAPA"												

Donor's name(s) Paul Ricatto, Betty Shultz

Donor's address 1125 Pine Bluff Dr

City, State, Zip Pasadena, CA 91107

Telephone Nos. 626-351-9641, 626-429-3477

E-mail address: Bettys@earthlink.net (We prefer e-mail contact)

Your Check No: 5075112 Date 10/7/08 Tax Deductible Amount: **\$2,312.00**

Preferred Marine Ave Addresses from list

1st 225

2nd 210A

3rd 308

Teddy Bear  
Olive Oil  
Martha's  
Books to

Make Check Payable to: **City of Newport Beach**  
(The City will send you a letter supporting your tax deduction)

**Mail completed application & check to:** Lucy Mendicina, BIIA Beautification Chariman  
(We will hold your checks until after City PB&R Commission approval expected in 30 to 60 days)

701 N. Bay Front  
Balboa Island CA 92662

Questions, or need help with plaque wording? Call Bill Stewart, (949) 673-3588

5

219A

To: Marine Avenue Bench Applicant

As part of a joint effort of the Balboa Island Improvement Association and the Marine Avenue Business Improvement District we are soliciting offers to purchase benches to add to those already installed on the sidewalks of Marine Avenue.

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← 6" →

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
<del>IN RECOGNITION OF</del>												DONATED BY <del>THE</del>											

↑ 2" ↓

Donor's name(s) <u>JIM SPRACHER</u>	Preferred Marine Ave. Addresses from list
Donor's address <u>201 CORAL AVE.</u>	1st <u>#5</u> <u>218</u>
City, State, Zip <u>BALBOA ISLAND CA 92662</u>	2nd <u>#15</u> <u>217</u>
Telephone Nos. <u>949-675-4815</u>	3rd <u>#19</u> <u>225</u>
E-mail address: _____ (We prefer e-mail contact)	
Your Check No: <u>19961</u> Date <u>09-26-2008</u> Tax Deductible Amount: <u>\$2,312.00</u>	

219A

Make Check Payable to: **City of Newport Beach**  
 (The City will send you a letter supporting your tax deduction)

**Mail completed application & check to:** Lucy Mendicina, BIIA Beautification Chariman  
 (We will hold your checks until after City PB&R Commission approval expected in 30 to 60 days)  
**701 N. Bay Front**  
**Balboa Island CA 92662**

Questions, or need help with plaque wording? Call Bill Stewart, (949) 673-3588

To: Marine Avenue Bench Applicant

①  
~~200~~  
312

As part of a joint effort of the Balboa Island Improvement Association and the Marine Avenue Business Improvement District we are soliciting offers to purchase benches to add to those already installed on the sidewalks of Marine Avenue.

You are receiving this Bench Application because you have indicated a interest in purchasing a new bench on Marine Ave. with a bronze plaque similar to those already there.

During this past Summer and on Weekends, it has become obvious that more benches are needed on Marine Ave, especially near the food establishments where people seem to be more careful about spilling their food when siting down than when standing or walking. We hope that these additional benches will help keep our sidewalks cleaner in addition to making Marine Ave. more pleasurable to our Island residents as well as visitors who support our local businesses.

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**APPLICATION FOR PURCHASE OF BENCH WITH BRONZE PLAQUE ON CITY PROPERTY**

The 1st line of the plaque begins: "IN RECOGNITION OF" or "DONATED BY" or "DONATED FOR" In the template below, scratch out the words you do not want shown on the first line of the plaque. Then, in each space of the two lines under the first line, enter only 24 letters, spaces or punctuation for all the names you want, but only names or initials. Use a pencil to facilitate making changes.

6"

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
IN RECOGNITION OF												<del>DONATED BY</del> <i>Donated By</i>											
<del>OUR LOVE FOR THE ISLAND</del>												<del>BILL AND KATHY PODLEY</del>											
BILL												AND KATHY PODLEY											

*Donated For*  
*to "Balboa Bill" Podney*

*stand address: 6 Abalone*

Donor's name(s) BILL AND KATHY PODNEY

Donor's address 1701 ORLANDO ROAD

City, State, Zip PASADENA, CA 91106

Telephone Nos. 626-792-4608

E-mail address: podney@earthlink.net (We prefer e-mail contact)

Your Check No: 1025 Date 9-27-08 Tax Deductible Amount: **\$2,312.00**

Make Check Payable to: **City of Newport Beach**

(The City will send you a letter supporting your tax deduction)

Mail completed application & check to: **Lucy Mendicina, BIIA Beautification Chariman**  
(We will hold your checks until after **701 N. Bay Front**  
City PB&R Commission approval **Balboa Island CA 92662**  
expected in 30 to 60 days) **949-675-7051**

Preferred Marine Ave. Addresses from list

1st 200

2nd 322 *as close as possible*

3rd 225

*request as close as possible*

**Questions, or need help with plaque wording? Call Bill Stewart, (949) 673-3588**

17

319

To: Marine Avenue Bench Applicant

As part of a joint effort of the Balboa Island Improvement Association and the Marine Avenue Business Improvement District we are soliciting offers to purchase benches to add to those already installed on the sidewalks of Marine Avenue.

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6"																							
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
IN RECOGNITION OF												<del>DONATED BY FOR</del>											
VIOLA												DOUGHERTY											

Donor's name(s) Devin Dougherty

Donor's address 11705 Allen

City, State, Zip Costa CA 92702

Telephone Nos. 714 544 2404

E-mail address: dougherty10@cox.net (We prefer e-mail contact)

Your Check No: \_\_\_\_\_ Date 9-26-08 Tax Deductible Amount: **\$2,312.00**

Preferred Marine Ave. Addresses from list

1st 319

2nd 307 B

3rd 301

*near America's*

Make Check Payable to: **City of Newport Beach**  
 (The City will send you a letter supporting your tax deduction)

Mail completed application & check to: **Lucy Mendicina, BIIA Beautification Chairman**  
 (We will hold your checks until after City PB&R Commission approval expected in 30 to 60 days)

**701 N. Bay Front  
 Balboa Island CA 92662  
 949-675-7051**



Questions, or need help with plaque wording? Call Bill Stewart, (949) 673-3588

81  
3074

To: Marine Avenue Bench Applicant

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←	6"	→																					
↑	2"	↓																					
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24																							
IN RECOGNITION OF <del>DONATED BY FOR</del>																							
JOAN MARIE COOPER																							
"JOANIE"																							

Donor's name(s) Balboa Island Improvement Assn

Donor's address P.O. Box 74

City, State, Zip Balboa Island CK 92662

Telephone Nos. 949-673-3588

E-mail address: bill-stewart@usa.net (We prefer e-mail contact)

Preferred Marine Ave. Addresses from list	
1st	_____
2nd	_____
3rd	_____

Your Check No: 3817 Date 11/10/08 Tax Deductible Amount: **\$2,312.00**

Make Check Payable to: **City of Newport Beach**

(The City will send you a letter supporting your tax deduction)

**Mail completed application & check to:** **Lucy Mendicna**, BIIA Beautification Chariman  
 (We will hold your checks until after **701 N. Bay Front**  
 City PB&R Commission approval **Balboa Island CA 92662**  
 expected in 30 to 60 days) **(949) 675-7501**

**Questions, or need help with plaque wording? Call Bill Stewart, (949) 673-3588**

To: Marine Avenue Bench Applicant

9  
308

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↑	2"	↓																					
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
DONATED BY																							
JASON MOORE																							
We will center the lines for you.																							

Donor's name(s) <u>Jason Moore</u>	Preferred Marine Ave. Addresses from list
Donor's address <u>P.O. Box 1169</u>	1st <u>1-200</u>
City, State, Zip <u>Corona del Mar, CA 92625</u>	2nd <u>2-205</u>
Telephone Nos. <u>(949) 500-7151</u>	3rd <u>3-210</u>
E-mail address: <u>Jmoore71@aol.com</u>	(We prefer e-mail contact)
Your Check No: _____ Date _____	Tax Deductible Amount: <b>\$2,312.00</b>

308 North  
323

Make Check Payable to: **City of Newport Beach**  
(The City will send you a letter supporting your tax deduction)  
**Mail completed application & check to: Lucy Mendicina, BIIA Beautification Chariman**  
(We will hold your checks until after **701 N. Bay Front**  
City PB&R Commission approval **Balboa Island CA 92662**  
expected in 30 to 60 days)

**Questions, or need help with plaque wording? Call Bill Stewart, (949) 673-3588**

(10)  
309

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← 6" →

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
<b>IN RECOGNITION OF</b> <del><b>DONATED BY FOR</b></del>																							
JACK			3	LILLIAN					FABREGAS														

↑ 2" ↓

Donor's name(s) <u>Jason Moore</u>	Preferred Marine Ave. Addresses from list
Donor's address <u>P.O. Box 1169</u>	
City, State, Zip <u>Corona del Mar, CA 92625</u>	
Telephone Nos. <u>(949) 500-7151</u>	
E-mail address: <u>Jmoore71@aol.com</u> (We prefer e-mail contact)	
Your Check No: _____ Date _____ Tax Deductible Amount: <b>\$2,312.00</b>	

309 Black Box

Make Check Payable to: **City of Newport Beach**  
 (The City will send you a letter supporting your tax deduction)

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 (We will hold your checks until after City PB&R Commission approval expected in 30 to 60 days)

**701 N. Bay Front  
 Balboa Island CA 92662**

Questions, or need help with plaque wording? Call Bill Stewart, (949) 673-3588

(11)  
210A

To: Marine Avenue Bench Applicant

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← 6" →

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
	<del>IN RECOGNITION OF</del>																							
	Olive Oil & Beyond																							

↑ 2" ↓

We will center the lines for you.

in Recognition of Olive Oil & Beyond

Donor's name(s) <u>Olive Oil &amp; Beyond</u>	Preferred Marine Ave. Addresses from list
Donor's address <u>210 Marine Ave, unit A</u>	1st <u>210*</u>
City, State, Zip <u>Newport Beach, CA 92662</u>	2nd _____
Telephone Nos. <u>949-566-9380</u>	3rd _____
E-mail address: <u>Matthewhp@msn.com</u> (We prefer e-mail contact)	
Your Check No: <u>1192</u> Date <u>Nov 4</u> Tax Deductible Amount: <b>\$2,312.00</b>	

Make Check Payable to: **City of Newport Beach**  
 (The City will send you a letter supporting your tax deduction)

**Mail completed application & check to:** Lucy Mendicina, BIIA Beautification Chariman  
 (We will hold your checks until after City PB&R Commission approval expected in 30 to 60 days) **701 N. Bay Front Balboa Island CA 92662**  
 Losi: 949: 675-7051

**Questions, or need help with plaque wording? Call Bill Stewart, (949) 673-3588**

(12)

204

To: Marine Avenue Bench Applicant

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← 6" →																							
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
<del>IN RECOGNITION OF</del>												DONATED BY <del>THE</del>											
MAXWELL												AND PAM PHILLIPS											
AND												AARDVARK											
↑ 2" ↓																							

Donor's name(s) MAXWELL & Pam PHILLIPS

Donor's address 527 PARK AVE.

City, State, Zip BALBOA ISLAND, CA 92662

Telephone Nos. 949-673-7211 (Business)

E-mail address: mphil@msn.com (We prefer e-mail contact)

Preferred Marine Ave. Addresses from list	
1st	<u>204 only</u>
2nd	_____
3rd	_____

Your Check No: 2153 Date 12/16/08 Tax Deductible Amount: **\$2,312.00**

Make Check Payable to: **City of Newport Beach**

(The City will send you a letter supporting your tax deduction)

**Mail completed application & check to:** Lucy Mendicina, BIIA Beautification Chariman  
 (We will hold your checks until after) 701 N. Bay Front  
 City PB&R Commission approval Balboa Island CA 92662  
 expected in 30 to 60 days) 949-675-7051

**Questions, or need help with plaque wording? Call Bill Stewart, (949) 673-3588**

Marine Ave. Bench Donors

	<u>Name and Address</u>	<u>Donation</u>	<u>Bench Address</u>
1.	Jill Mainard 425 E. Bay Ave. Balboa CA 92261	\$2,312.00	304
2.	Ming and Karen Hsu 50 Linda Isle Newport Beach CA 92660	\$2,312.00	216B
3.	Lucy Mendicina 701 N. Bay Front Balboa Island CA 92662	\$2,312.00	218B
4.	Paul Ricatto & Betty Shultz 1125 Pine Bluff Dr. Pasadena CA 91107	\$2,312.00	225
5.	Jim Spracher 201 Coral Ave. Balboa Island CA 92662	\$2,313.00	219A
6.	Bill and Kathy Podley 1701 Orlando Rd. Pasadena CA 91106	\$2,312.00	312
7.	Devon Dougherty 11705 Allen Tustin CA 92782	\$2,312.00	319
8.	Balboa Island Improvement Assn. P O Box 74 Balboa Island CA 92662	\$2,312.00	307A
9.	Jason Moore P O Box 1169 Corona del Mar CA 92625	\$2,312.00	308
10.	Jason Moore P O Box 1169 Corona del Mar CA 92625	\$2,312.00	309
11.	Olive Oil & Beyond 210 Marine Ave. Balboa Island CA 92662	\$2,312.00	210A
12.	Maxwell & Pam Phillips 527 Park Ave. Balboa Island CA 92662	\$2,312.00	204
13.	Balboa Island Business Association P O Box 74 Balboa Island CA 92662	\$2,312.00	320C

by City of N.B.	<u>No.</u>	<u>Plaque Inscription</u>	<u>Marine Ave. Location Address</u>
	1	DONATED FOR LARRY AND PEGGY STOUSE JILL - JACK - JAY	304
	2	DONATED BY MING AND KAREN HSU	216B
	3	DONATED BY LUCY MENDICINA MIKE LAUREN MORGAN ADAMS DRAKE & TINA MENDICINA	218
	4	DONATED BY FAMILY & FRIENDS OF PAUL A. RICATTO "PAPA"	225
	5	DONATED BY WINNIE SPRACHER AND THE SPRACHER FAMILY	219A
	6	DONATED FOR "BALBOA BILL" PODLEY	312
	7	IN RECOGNITION OF VIOLA DOUGHERTY	319
	8	IN RECOGNITION OF JOAN MARIE COOPER "JOANIE"	307A
	9	DONATED BY JASON MOORE	308
	10	IN RECOGNITION OF JACK & LILLIAN FABREGAS	309
	11	IN RECOGNITION OF OLIVE OIL & BEYOND	210A
	12	DONATED BY MAXWELL AND PAM PHILLIPS AND AARDVARK	204
	13	DONATED FOR "PICANTE" MARTIN DIAZ PUENTE (This bench previously approved by PB&R)	320C

PARKS, FACILITIES, AND RECREATION PROGRAM DONATIONS

PURPOSE

The City Council recognizes the need to promote community involvement and active participation in quality of life components throughout the community, and the need to establish a fair, equitable, and uniform procedure for which gifts may be donated to the City. This policy establishes criteria for donations to assure area compatibility, attractiveness, usefulness, and the capability to be maintained. Each donation considered for inclusion in the City park public improvement and street system will be subject to established limitations and guidelines for the particular area.

POLICY

A. Acceptance of donations of cash or tangible items

1. Based on the value of the donation, appropriate City staff will review the acceptability of any donation and determine if the benefits to be derived warrant acceptance of the donation.
2. Criteria for evaluation includes consideration of any immediate or initial expenditure required in order to accept the donation, the potential and extent of the City's obligation to maintain the donation, and the community benefit to be derived from the donation.

B. Types of Donations

Donations may be received in the form of cash, real, or personal property. Restricted donations are those donations that the donor specifies for a particular City location or purpose. Unrestricted donations are those donations that are given to the City for unspecified use.

1. Cash Gifts

- a. Donation of cash or items valued at below \$10,000 may be accepted by the City Manager. However, any donation considered a park facility improvement that would result in an installation of a permanent fixture in the parks must be in compliance with section B-4 of this policy, *Park and Street Improvement Donations*.

- b. Donations of \$10,000 and above may be accepted by the Parks, Beaches and Recreation Commission.
- c. Gifts of funds may be designated for restricted or unrestricted use.
- d. Gifts of funds accepted by the City imply no other obligation besides using donated funds for the specified purpose.

2. Trees

Tree donations add beauty to City parks and facilities. Trees may be donated and installed at parks and parkway locations recommended by the General Services Director and approved by the Parks, Beaches and Recreation Commission. The minimum size of tree donations must be 24" boxed containers unless waived by the Commission.

- a. Tree donations are limited to specific species and limitations identified in the City Donation Catalog.

3. Benches

Bench donations may be donated and installed in different areas of placement including parks, streets, along the beachfront, within villages, commercial districts, neighborhoods, on a specific island, etc. The Parks, Beaches, and Recreation Commission, with the assistance of General Services staff, shall designate the type, style, design, and placement of City-owned benches on City property.

- a. An inventory of designated benches and available bench locations will be maintained in the City Donation Catalog.
- b. Donation requests must be submitted to the General Services Department and meet the following requirements:
  - i. Bench donations along a city street, beachfront or other public right of way will require the approval of the General Services Director.

- ii. Bench donations within a commercial district will require notification of, and an endorsement from, the local business association, if applicable.
- iii. Bench donations for parks and facilities within a residential community will require notification of residents and an established homeowners association or common interest development, when applicable, within 300 feet of placement.

#### 4. Park, Public Improvement, and Street Amenities

Other amenities such as drinking fountains, tables, and other equipment that will improve public places in parks, in and/or around public buildings, streets, walkways, and trails may be donated to the City.

- a. Other amenities that may be donated will be identified in the City Donation Catalog.
- b. Donation of public amenities valued at below \$10,000 may be accepted by the City Manager.
- c. Donation of public amenities valued \$10,000 and above may be accepted or declined by the Parks, Beaches and Recreation Commission.
- d. Donations to be installed on public sidewalks shall meet the criteria described in Policy L-15 Encroachments on Public Sidewalks and approved by the Public Works Director and General Services Director.

#### C. Naming Rights

Donors may receive naming rights on capital improvement projects for which any donation matches or exceeds 75% of the total budgeted cost for the area benefiting from the donation. All such donations will be submitted to the City Council for acceptance of the donation and the name to be applied to the project in keeping with City Council Policy B-9 – *Naming of City Parks & Facilities*.

D. Sponsorships

Special Events are recognized as fundraising activities. Where donations or sponsorship of a special event will require some form of recognition, and, in order to provide recreational opportunities, corporate or organizational sponsors may be recognized by use of logos and name on event banners and signage. Signs and literature at all such special events would be at the discretion of the appropriate Department Director. The size, scale and location of corporate logos and names should not dominate the event facilities or area. Corporate logos and/or names should not be displayed in a manner that would, in any way, suggest the endorsement of the Department or the City. All signs must comply with the City's existing sign code and Council Policies B-3 and B-8.

E. Right to Decline

The City of Newport Beach reserves the right to decline any donation if, upon review, acceptance of the donation is determined to be not in the best interest of the City.

F. Special Privileges

Making a donation or co-sponsoring a special event does not entitle a sponsor/donor to any special privileges other than those stated in this policy such as recognition, plaques or displays at events, unless otherwise agreed upon and approved by the Department Director or the City Council when appropriate.

G. Gift Donation Catalog

The Recreation & Senior Services Director and General Services Director shall review and present to the Parks, Beaches & Recreation Commission periodically the City Donation Catalog containing ideas for public donations.

H. Acknowledgements

1. Letter of acceptance of donation will be sent to donor.
2. In some cases, recognition of donations may be given at Commission or Council Meetings.
3. Plaques are reserved for donations meeting the following criteria:

- a. Donors providing donations valued at \$1,000 to less than \$3,999 may elect to provide a dedicatory plaque not exceeding 2" x 6" with a name designated by the donor preceded by one of the following: "Donated by", "Donated for", or "In recognition of".
- b. Donors providing donations valued at \$4,000 or greater may elect to provide a dedicatory plaque not exceeding 5"x7" with name, date and dedication wording not exceeding 25 words. Plaque content must be approved by the Parks, Beaches & Recreation Commission.
- c. Donors providing donations valued at least \$1,000 that recognize individuals or organizations that have provided distinguished long term and/or significant service to the City may include a dedicatory plaque not exceeding 5"x7" with name, date and dedication wording not exceeding 25 words. Individuals can include City employees with 25 or more years of distinguished service, as determined by the PB&R Commission.
- d. Plaques are at the expense of the donor, the City will assume ownership and maintenance of the donated item and plaque however, the City does not assume replacement costs due to vandalism or theft. Plaques will remain on a donated item during its useful life. The City reserves the right to remove and/or relocate the donated item.
- e. Plaque information will be entered on the Gift Donation Catalog application form and ordered by the City.

**Adopted - May 9, 2006**

**Formerly G-5**



BALBOA ISLAND IMPROVEMENT ASSOCIATION

December 17, 2008

Parks, Beaches & Recreation Commission  
City of Newport Beach

Members of the Commission:

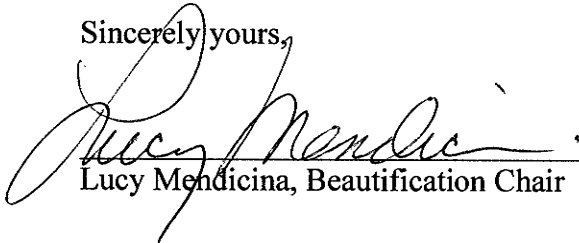
The Balboa Island Improvement Association (BIIA) has been working in conjunction with the Marine Avenue Business Improvement District (BID), the City's Traffic Engineer and Administrative Services to provide donations of up to 15 additional benches on Marine Avenue. For the BIIA, this activity has been supervised by our Beautification Chair, Lucy Mendicina, and our Treasurer Bill Stewart who serves as the Bench Chairman on Lucy's committee.

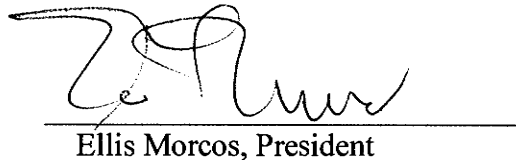
As of this writing, 13 donor applications have been submitted to Mark Harmon of Administrative Services, and Bill Stewart is holding 13 checks in the amount of \$2,312 each, including the application and check for "Picante" Martin's bench which your Committee previously approved.

Upon your approval of the additional 12 bench donations, Bill will deliver the checks to Mark Harmon, unless otherwise instructed.

The BIIA respectfully requests that your committee approve the donation of all twelve additional benches at the locations shown on the applications and the accompanying map of Marine Avenue

Sincerely yours,

  
Lucy Mendicina, Beautification Chair

  
Ellis Morcos, President

**MARINE AVENUE BUSINESS IMPROVEMENT DISTRICT**

P O Box 2295  
Newport Beach CA 92657-2295  
(949) 675-2337

December 23, 2008

Parks, Beaches and Recreation Commission  
City of Newport Beach

Members of the Commission:

On December 18, 2008. at its meeting of the Board of Directors of the Marine Avenue Business Improvement District (BID), the Board voted unanimously to approve the placement of the benches on Marine Avenue as recommended by Bill Stewart.” Bill is the Treasurer and member of the Beautification Committee of the Balboa Island Improvement Association (BIIA), and has acted as coordinator of the Marine Avenue Bench Project.

At the start of the Project, the Board of the BID voted to limit the total number of new benches to 15, not including the previously approved bench for “Picante” Martin, with the requirement that the adjacent shop owner must approve that location and be offered the opportunity to purchase that bench. Two merchants have accepted that offer, J. P Maxwell, and Olive Oil & Beyond.

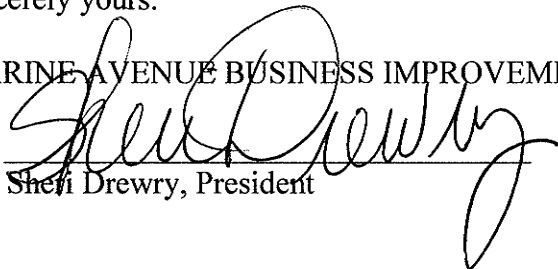
A map of Marine Avenue, bearing my signature and others, shows 14 approved locations of which twelve additional benches have been sold by the BIIA.

We hope that your committee is able to approve those bench donations for the benefit of our Island, its residents and visitors.

Sincerely yours.

MARINE AVENUE BUSINESS IMPROVEMENT DISTRICT

By:

  
Sheri Drewry, President

**BALBOA ISLAND BUSINESS ASSOCIATION**

P O Box 74  
Balboa Island CA 92662-0074  
(949) 562-8799

December 22, 2008

Parks, Beaches and Recreation Commission  
City of Newport Beach

Members of the Commission:

We of the original Business Association of Balboa Island thank you for approving our bench donation in recognition of our business associate "Picante" Martine Diaz Puente who passed away last Valentines day. We are hoping that his bench may be installed this Valentines day, but realize that it must be ordered along with at least 9 other benches to obtain it at the price of \$2,312. We have submitted to Bill Stewart, Treasurer of the Balboa Island Improvement Association, our check in the amount to \$2,312 payable to the City of Newport Beach as payment for that bench, which moneys were contributed by Martin's fellow business associates. We understand that Mr. Stewart will forward our check to the City along with the checks for the additional benches if approved by your committee.

We understand that at least twelve additional benches have been requested for Marine Avenue by the BIIA and the Marine Ave. BID subject to your Committee's approval of those donations. We respectfully request that you approve those bench donations to afford to our residents and visitors to our Island additional places to sit and rest and to enjoy the treats offered by our merchants.

Sincerely yours.

BALBOA ISLAND BUSINESS ASSOCIATION

By:   
Audrey Saxon, Treasurer

# William S. Stewart

121 Agate Ave.  
Balboa Island, CA 92662-1001  
(949) 673-3588  
Fax 723-1542  
[bill-stewart@usa.net](mailto:bill-stewart@usa.net)

December 16, 2008

Mark Harmon  
General Services Dept.  
City of Newport Beach

Subject: 14 Marine Ave. bench donations

Dear Mark,

Attached are copies of 13 checks in the amount of \$2,312.00 each with 14 applications from the donors of 13 new benches for Marine Ave, Balboa Island. Also included is a page showing the data for each plaque and the desired location of each bench, and a map of the 200 and 300 blocks of Marine Ave. showing 15 bench locations, including Martin's, as approved by Tony Brine.

Included as item 13 is the check and donor application for Martin's bench. You have said you have the plaque for that bench donation which was approved by the PB&R Commission on 8/5/08.

As of this writing, there are only two unassigned, City Engineer approved, bench locations, and they are at 306 Marine in front of the Aegir Realty, and 323 in front of Fresh Produce. We request that you clear those two locations with the merchants in case we need them as an alternates if one or two of the other locations are not approved by the merchants.

At your suggestion, I shall hold the donor's original checks until you ask for them after the donations have been approved.

Sincerely,



Bill Stewart.

Bench Chairman, Beautification Committee  
Balboa Island Improvement Association

Cc: Lucy Mendicina  
Sheri Drewry

14 DONOR APPLICATIONS FOR MARINE AVE. BENCHES

(The 14<sup>th</sup> application is from the Balboa Island Business Association for "Picante" Martin's bench previously approved by the PB&R Commission)



# General Services Department

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PB&R Commission Agenda

Item No. 60

January 6, 2009

**TO:** Parks, Beaches and Recreation Commission  
**FROM:** General Services Director  
**SUBJECT:** *Bench Donation Request*

## **Recommendation**

Staff recommends that the Parks, Beaches and Recreation Commission consider the bench donation request at Cliff Drive Park, and provide direction regarding future additional donated benches at Cliff Drive Park.

## **Discussion**

City Council Policy B-17 establishes criteria for parks, facilities, and recreation program donations within the City. The policy is structured to establish a fair and uniform procedure for making gifts to the City, and to make the donation process easier for staff and donors.

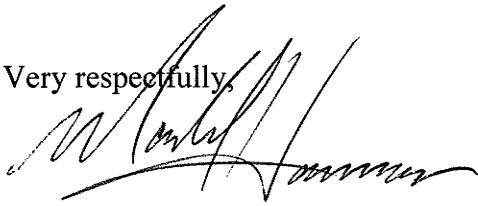
The City has received a request from Sandra Rayl (Attachment A) to donate a bench at Cliff Drive Park. The donated bench (Attachment B) is included on the City's Official Bench List. Attachment C shows the location of the proposed bench donation.

Since the value of the bench with a new concrete pad (to place the bench on) is greater than \$1,000.00, the donation is eligible to receive a dedicatory plaque that will be placed on the bench. The submitted plaque verbiage, which complies with City Council Policy B-17, is "Donated for Marian and Gerry Rayl".

There are currently 5 dedicated benches with dedicatory plaques at Cliff Drive Park. Staff reviewed this Park for additional bench donation sites, and feels that the Park may have now reached full capacity for future bench donations. Once this donation is considered, staff recommends that this site be closed to any future additional bench donations, and asks the Commission to provide direction in this regard.

Ms. Rayl, and Council Member Steven Rosansky have received a copy of this report and a notice of the Commission meeting. Additionally, as per the Council Policy B-17, all adjacent property owners within 300 feet of the donation site were also notified of the Commission meeting.

Very respectfully,

A handwritten signature in black ink, appearing to read 'Mark Harmon', with a large, sweeping flourish underneath.

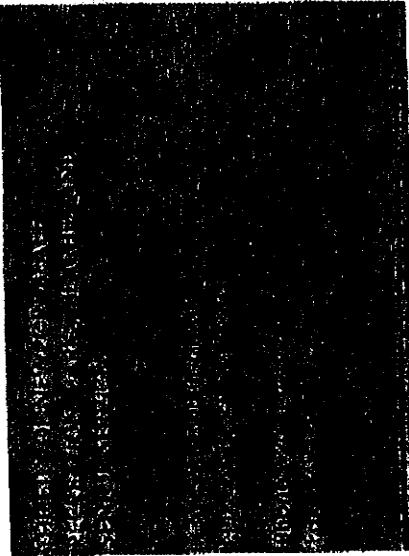
Mark Harmon

- Attachments: (A) Ms. Rayl's Gifts for Tomorrow Order Request Form  
(B) Santa Monica bench style picture  
(C) Picture of the proposed location

Fax to

949 650-5643

Randy -  
Please let me know  
about Jan. meeting  
Transfer Sandra  
Rayl



ATT: Randy Kearns

Gifts for Tomorrow Order Request Form



Item #

Park Bench  
Cliff Drive Park

Description

Contact Information

Sandra Rayl

Name

935 Deerhill Rd

Mailing Address

Oak Park, Ca 91377  
(420 San Bernardino)

Phone

(818) 312-0511

Signature

Sandra L. Rayl

DEDICATION PLAQUE INFO

Donors may elect to provide a dedicatory plaque if the value of the donation is greater than \$1,000. Contact city staff for more information.

Yes, I am interested in dedicatory plaque for my donation.

Plaque is donated for,

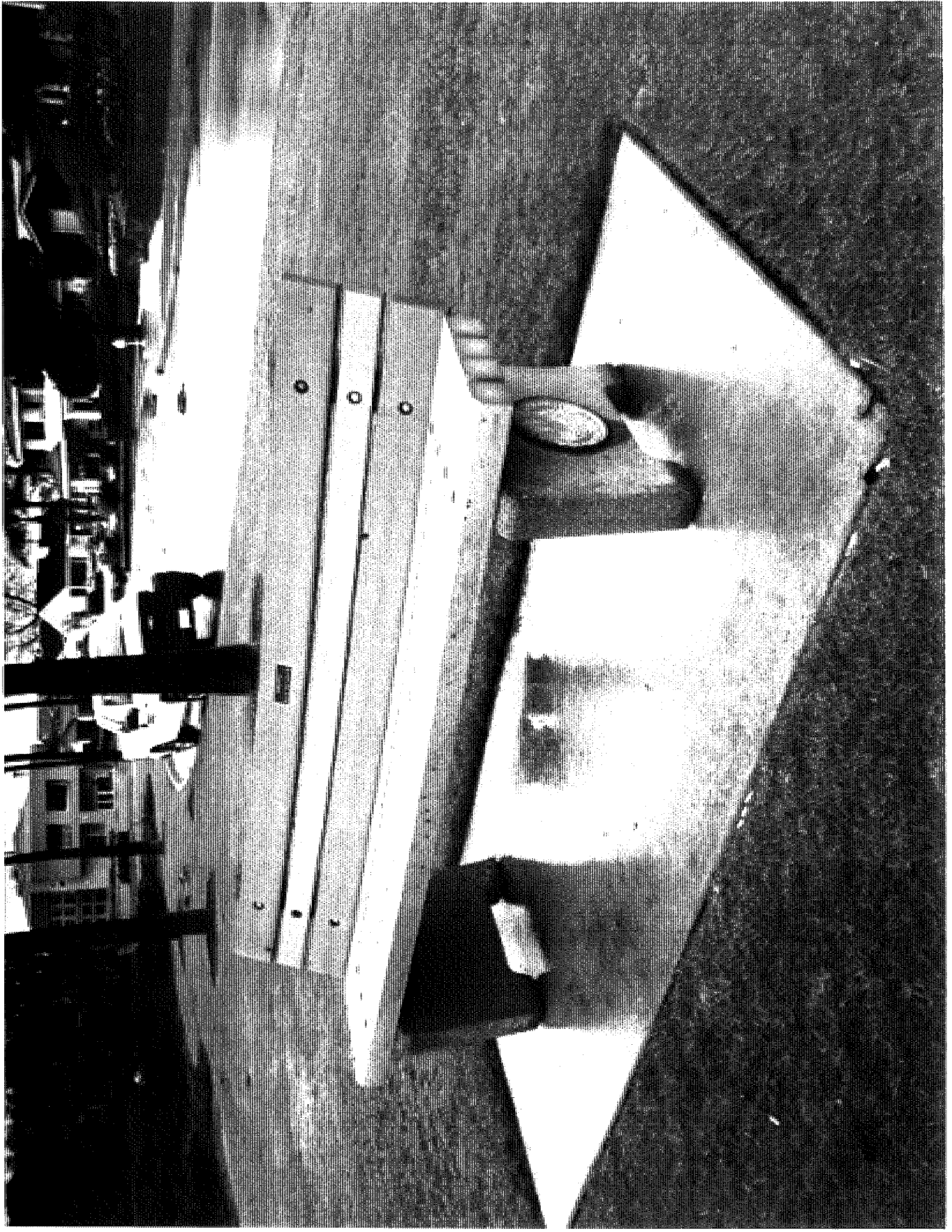
For  
Marian & Gerry  
Rayl

First Name

Last Name

LOCATIONS  
A - end of San Bernardino (RAYL)  
B - point

Per: Randy Kearns







## General Services Department

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PB&R Commission Agenda

Item No. 7  
January 6, 2008<sup>9</sup>

**TO:** Parks, Beaches and Recreation Commission  
**FROM:** General Services Director  
**SUBJECT:** *Special Tree Removal Request*

### **Recommendation**

Staff recommends that the Parks, Beaches and Recreation Commission consider the removal request of a Special City Tree, Neighborhood Tree.

### **Discussion**

City Council Policy G-1, Retention or Removal of City Trees, Special City Trees, Neighborhood Trees requires that the Parks, Beaches and Recreation Commission approve the removal of a Special Tree prior to removal.

Per City Council Policy G-1, staff is requesting the removal of a City Tomlinson Ash tree that is adjacent to 2030 Leeward Lane. The tree is listed as a Special City Tree under Neighborhood Trees.

On November 13, 2008, staff submitted on behalf of the property owner Tom Neal, a request for the removal of the City tree, after an inspection by the City's Urban Forester, which confirmed evidence that the tree was infested with tree borers, consequently, this caused the tree to severely decay. Additionally, the tree has a co-dominant trunk that is near failure, and can cause the tree to destabilize due to the severity of the decay. Unfortunately, there are no practical treatments available to retain the tree as required by Council Policy G-1, page 2. However, the tree is not posing an imminent danger, but is creating a potential liability.

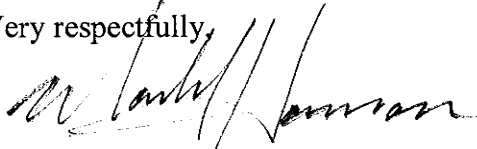
On December 8, 2008, the Urban Forester placed a tree removal notification on the tree, based on the criteria of Policy G-1, Removal of City Trees, page 5, which states that staff will post at least 30 days prior to the removal with a sign notifying the public that they have the right of appeal and staff contact.

If the removal is approved, there will be a 36" box Raywood Ash (*Fraxinus oxycarpa*) replacement tree planted.

Staff has attached the Tree Removal Report, and photographs related to the request (Attachments A & B).

Mr. Tom Neal, Council Member Don Webb and the Mariners Community Association have received a copy of this report and a notice of the Commission meeting. Additionally, notification letters related to this removal request were sent out to the surrounding property owners (Attachment C).

Very respectfully,

A handwritten signature in black ink, appearing to read "Mark Harmon". The signature is written in a cursive style with a large, sweeping initial "M".

Mark Harmon

- Attachments: (A) Tree Removal Report  
(B) Pictures  
(C) Map  
(D) City Council Policy G-1, Retention or Removal of City Trees, pages 1-6



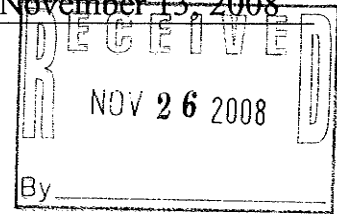
# General Services Department

Date: ~~November 13, 2008~~

**TO:** General Services Director

**FROM:** Parks and Trees Superintendent and Urban Forester

**SUBJECT:** *Tree Removal Review - Potential Liability Removal*



PROPERTY OWNER(S)  
INFORMATION:

Name: Tom Neal

Tree Location: 2030 Leeward lane

The property owner is requesting the removal of a City Tomlinson Ash tree that is severely decaying and insect infested. The tree has a co-dominant trunk that is near failure, and can cause the tree to destabilize due to the severity of the decay and insect infestation. The tree is not posing an imminent danger, and does not necessitate an emergency removal, but is creating a potential liability.

*ACTION* ~~review~~ The tree is listed as a Special Tree, Neighborhood Tree based on Council Policy G-1, which requires recommendation from the General Services Director and Risk Manager, and approved by the City Manager prior to removal. Additionally, staff will forward a report for ~~review~~ to the Parks, Beaches and Recreation Commission before any further action considering removal is taken. The City must comply with noticing provisions set forth in the Policy G-1, page 2, paragraph 3.

REPLACEMENT TREE: YES  NO

DESIGNATED TREE: Fraxinus oxycarpa 'Raywood' – Raywood Ash

GENERAL SERVICES DIRECTOR'S COMMENTS/RECOMMENDATIONS:

*AGREE with RECOMMENDATION*

Signature: [Signature]

Date: 11/25/08

The attached documents are for your review and comment(s). Sign, date, and route accordingly.

RISK MANAGER'S COMMENTS/RECOMMENDATIONS:

*Risk mgmt. concurs w/recommendation.*

Signature: [Signature]

Date: 12/1/08

FINAL ACTION TO BE TAKEN:

- Low Priority
- Moderate Priority
- High Priority – Forward memo directly to City Manager for immediate removal authority
- Emergency – Forward memo immediately to General Services Director

Conclusion: \_\_\_\_\_  
\_\_\_\_\_

	Signature	Title	Date
REMOVAL:	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	<u>Harmer L. Beck</u>	<u>12/1/08</u>
Attachments		City Manager	Date



## General Services Department

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### TREE INSPECTION REPORT

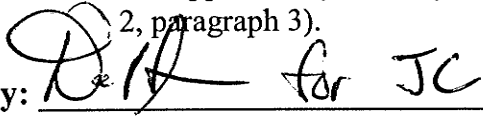
**Name:** Tom Neal  
**Tree Location:** 2030 Leeward Lane / Front -1  
**Request:** The property owner is requesting the removal of a City Tomlinson Ash tree that is severely decaying and insect infested.  
**Botanical Name:** Fraxinus uhdei 'Tomlinson '  
**Common Name:** Tomlinson Ash  
**Designated Street Tree:** Fraxinus oxycarpa 'Raywood' – Raywood Ash  
**Estimated Tree Value:** \$3,260.00

**Damage:** No apparent damage

**Parkway:** Concrete Brick Turf (X) Other

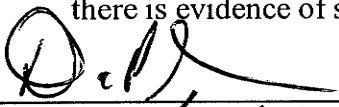
**Comments:** A field inspection confirmed a City tree that is severely decaying and insect infested. The tree has a co-dominant trunk that is near failure, and can cause the tree to destabilize due to the severity of the decay and insect infestation.

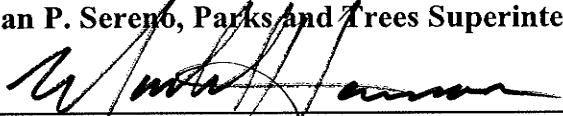
There are no practical treatments available to retain the tree as required by Council Policy G-1, page 2. The tree is not posing an imminent danger, but is creating a potential liability. However, the tree is listed as a Special Tree, Neighborhood Tree, which necessitates the recommendation of the General Services Director and Risk Manager, and approved by the City Manager prior to removal (Policy G-1, page 2, paragraph 3).

**Inspected by:**  for JC **Date:** November 13, 2008  
John Conway, Urban Forester

**Recommendation:** Remove and replace the tree to mitigate potential liability, once notification provisions have been complied with as noted within Policy

G-1. Additionally, staff recommends evaluating the entire street, since there is evidence of severe decay among many of the street trees.

Reviewed by:  Date: November 13, 2008  
Dan P. Sereno, Parks and Trees Superintendent

Reviewed by:  Date: 11/25/08  
Mark Harmon, General Services Director

Tom Neal  
2030 Leeward Lane  
Newport Beach, CA 92660  
949-515-7085

John F. Conway Jr.  
Urban Forester General Service Department  
City of Newport Beach

John,

I am writing to you in request to have tree removal in front of my residence at 2030 Leeward Lane. I am the resident and have lived at 2030 Leeward Lane for 12 years. My request to have the tree removed is as follows:

My tree was selected by the city of Newport Beach to be removed 9 years ago. The reason that was given was cost and maintenance and the liability of roots and overgrown and age. Termites were also present and a major concern.

Now, currently my tree has even more infestation of termites which is spreading and evident on my house.

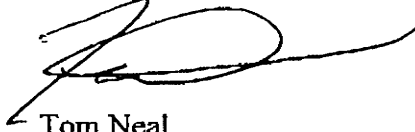
My tree has been trimmed and pruned so often that the sun exposure is causing the bark on the tree to sunburn and crack and peel which is allowing for termites to enter. Excess pruning of this type of tree is not meant for the health of the tree.

The excess removal and cutting of the root system is placing the tree in risk of falling and causing the roots to uplift the small area between the curb and the sidewalk making the appearance look unacceptable.

I am requesting for the tree to be removed as I have a number of times and once again the city of Newport Beach thought it should be removed some 9 years ago. So we need to proceed as the tree has lived its life.

I appreciate your understanding. It would be in the best interest of everyone if we can proceed urgently as the tree across the street is being removed as well. Appreciate your time and understanding.

Thank you,

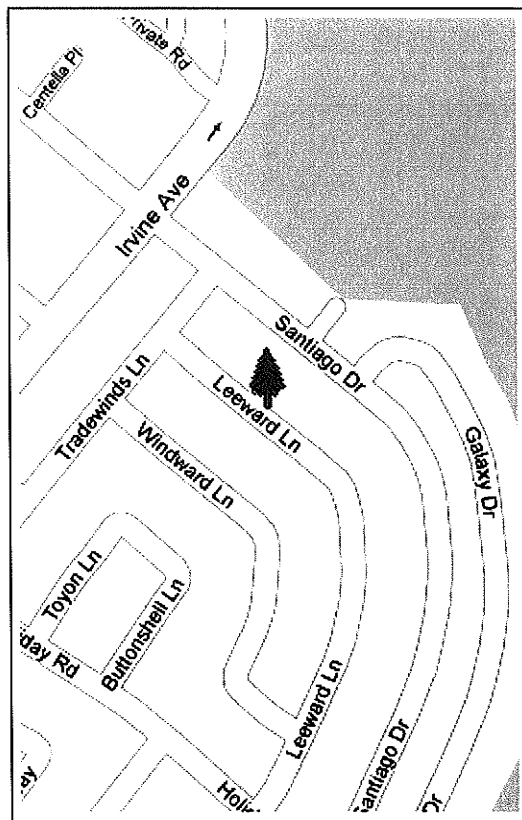


Tom Neal

Show/Hide Map    Print Report

### Inventory Detail

Dist: 16  
 Address: 2030 LEEWARD LN  
 Fictitious: No  
 Location: Front-1  
 On Address: 2030 LEEWARD LN  
 Species: *Fraxinus uhdei* 'Tomlinson', TOMLINSON ASH  
 DBH/Height: 13-18 / 30-45  
 Parkway Size: 5  
 Utility Overhead: No  
 Sidewalk Damage: No  
 Recommended Maintenance: Grid Trim  
 Estimated Value \$3,260



### WCA Work History

Date	Work Type	Amount	Job#
7/11/2008	Resident Refused	\$0.00	12665
2/15/2008	Service Request Pruning	\$39.00	11063
11/15/2005	Grid Pruning	\$39.00	8474
5/3/2004	Root Prune & 12" Barrier	\$7.00	6768
3/25/2002	Grid Trimming	\$39.00	4184
1/27/2000	Grid Trimming	\$39.00	2866

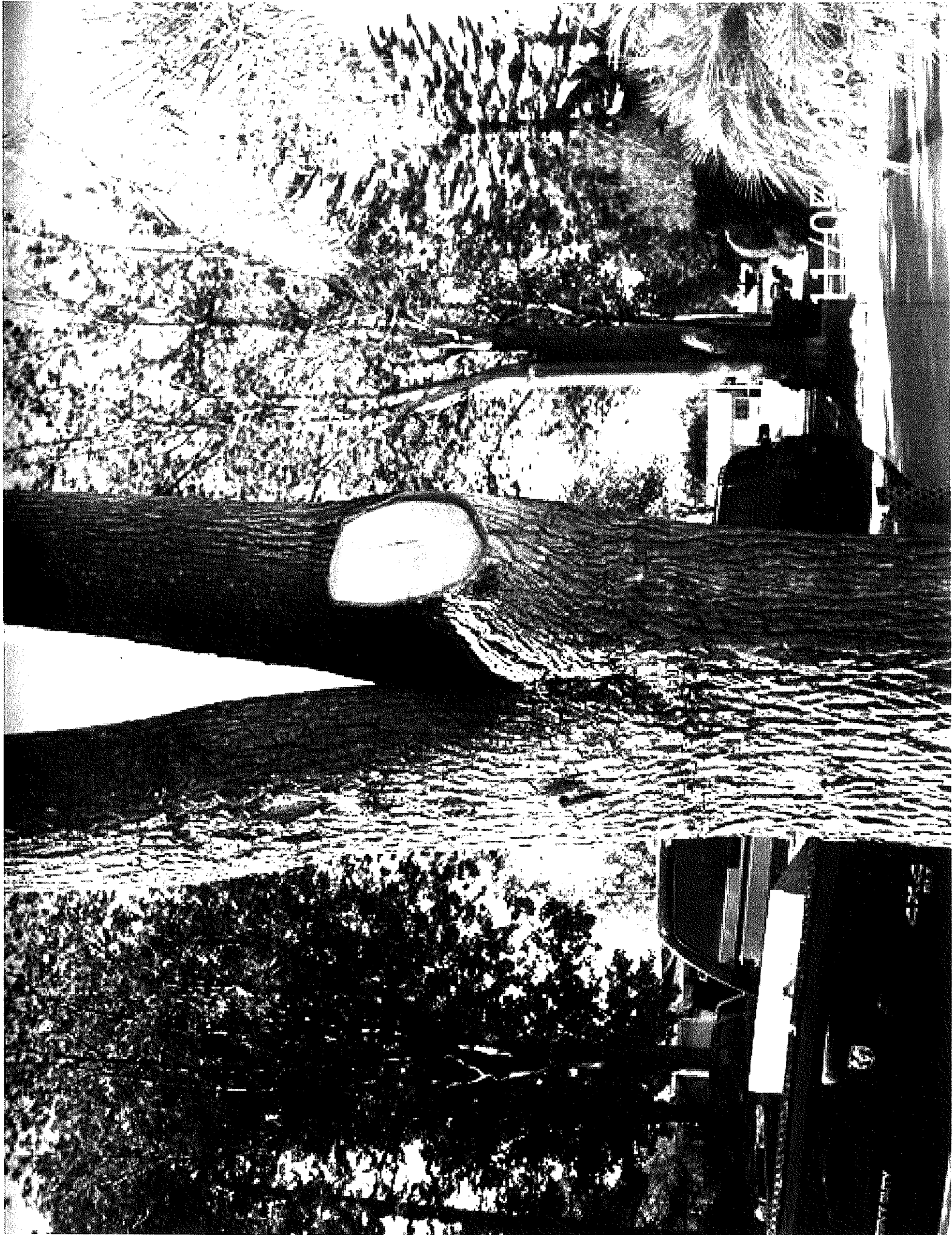
### Other Work History

Date    Work Type    Crew    Acct#    Min

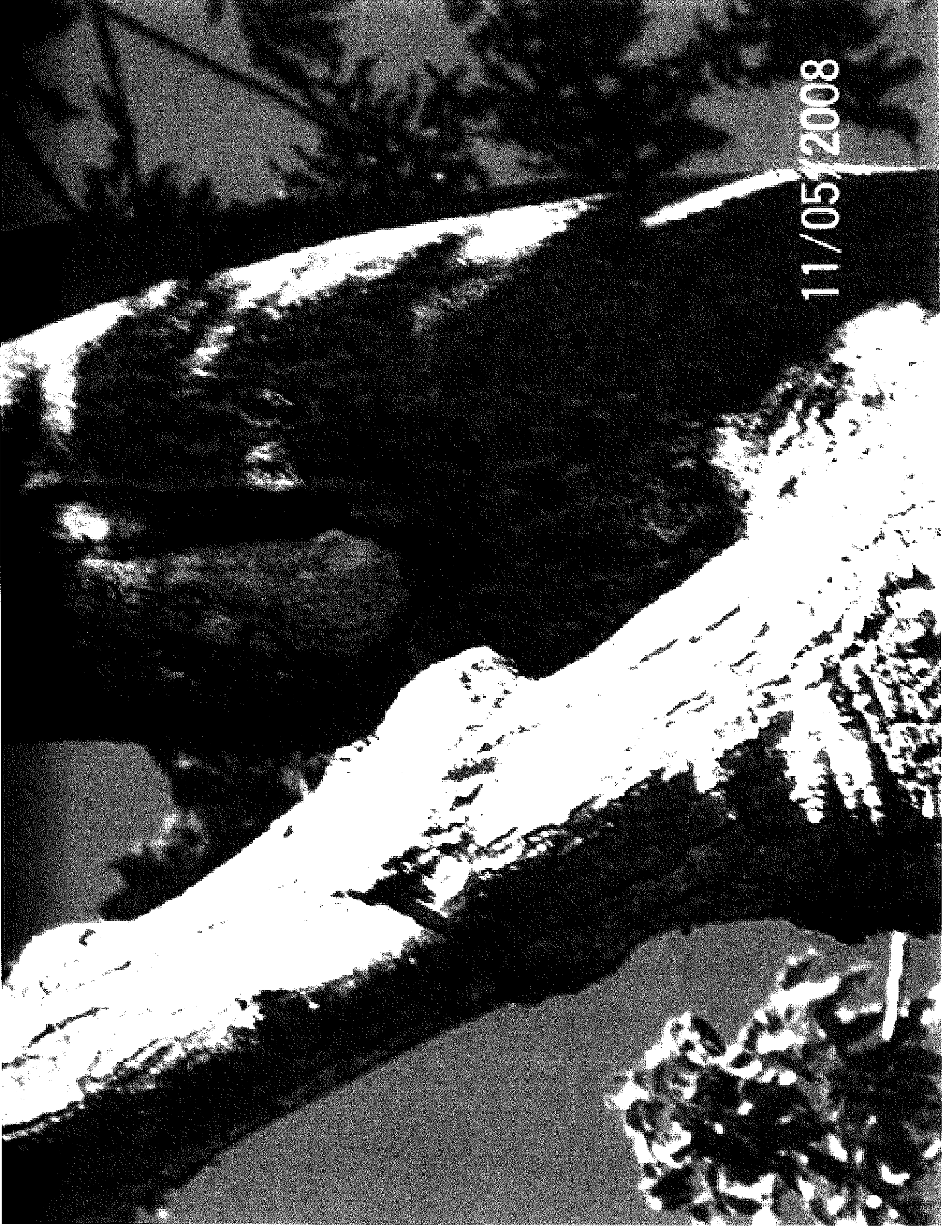


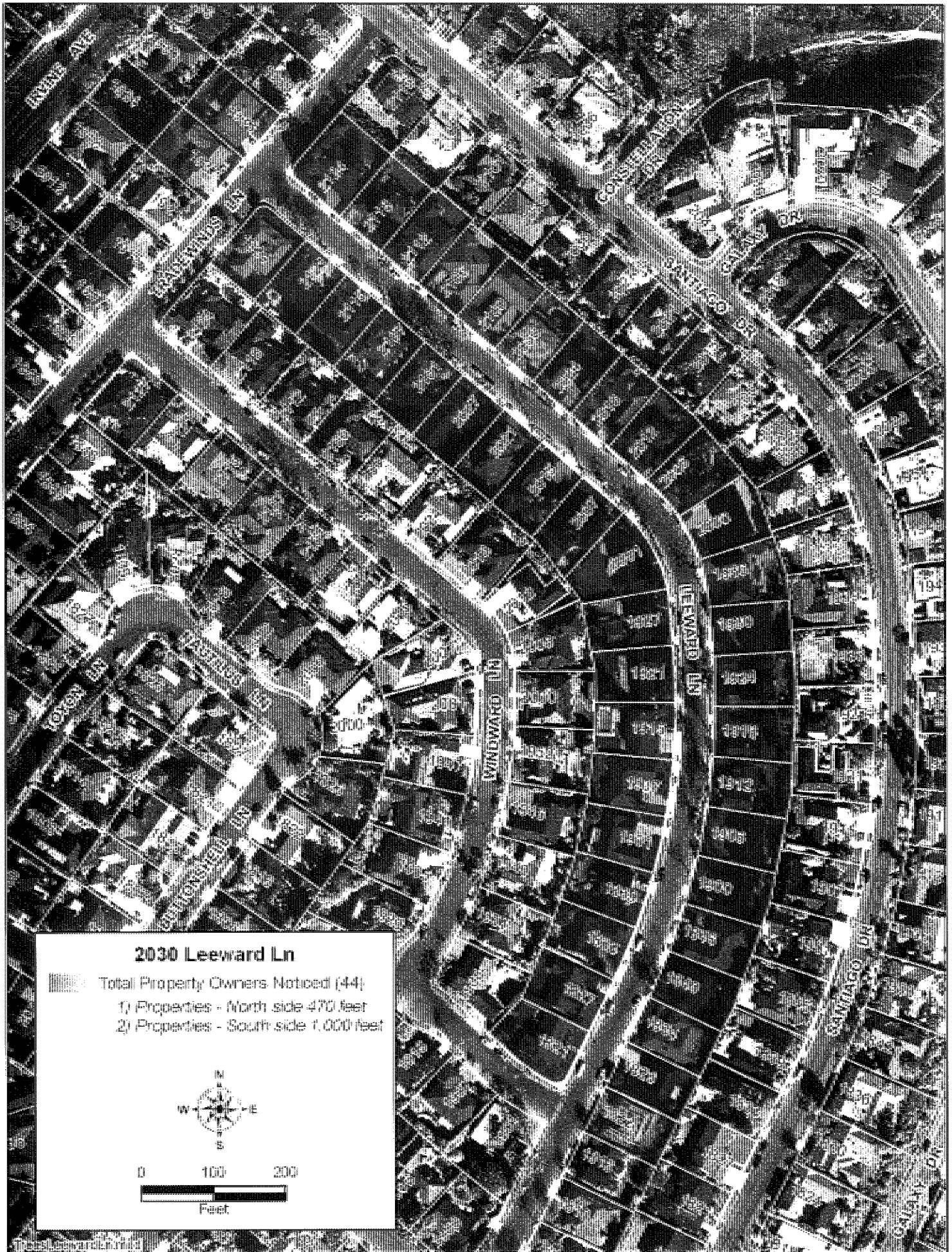
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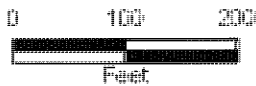
11/05/2008





### 2030 Leeward Ln

- ▨ Total Property Owners Noticed (44)
- 1) Properties - North side 470 feet
- 2) Properties - South side 1,000 feet



## RETENTION OR REMOVAL OF CITY TREES

### GOAL OF POLICY

To establish and maintain appropriate diversity in tree species and age classes to provide a stable and sustainable urban forest with an inventory that the City can reasonably maintain in a healthy and non-hazardous condition. To require that in approving any tree removal or reforestation request the PB&R Commission shall find that the tree removal request will not adversely impact the overall inventory, diversity and age of the City's Urban Forest.

### PURPOSE

The purpose of this policy is to establish definitive standards for the retention, removal, maintenance, reforestation, tree trimming standards, and supplemental trimming of City trees. City trees are an important part of the character and charm of the entire City and provide environmental benefits as well. Regular care, trimming, root pruning, maintenance, and programmed replacement are necessary to preserve this charm while at the same time protecting views consistent with Council Policy G-3 and preventing public and private property damage.

The City classifies public trees in one of three categories: Special Trees, Problem Trees, and All Other Trees.

### SPECIAL CITY TREES

It is the City's policy to retain City trees categorized as Landmark, Dedicated, or Neighborhood trees, which have historical significance, and/or contribute to and give character to a location or to an entire neighborhood. Landmark, Dedicated, and Neighborhood trees are identified by species by Attachment 1, and shall hereinafter be referred to as Special Trees. Trees within these categories shall be identified, mapped, recorded and administered by staff for the Parks, Beaches & Recreation Commission ("Commission"). The Commission shall review the Special Tree list on an as needed basis and forward recommendations for additions or deletions to the City Council for approval.

Landmark Trees are identified as those individual Special Trees that possess historical significance by virtue of their size, age, location, or species.

Dedicated Trees are Special Trees donated for or in the memory of specific individuals or organizations.

Neighborhood Trees are Special Trees that by their unusual size, number, species, or location lend a special character to a residential, commercial, or business area.

Special Trees shall be retained, unless there are overriding problems, such as death, disease, or the creation of a hazardous situation, which require their removal. Prior to consideration for any removal of a Special Tree(s), the General Services Director, or designee, shall prepare a report identifying and implementing specific treatment to retain the tree(s). If specific treatment is unsuccessful or impractical in retaining a tree(s) then a full staff report shall be made to the Commission before any further action considering removal is taken. Prior to any removal of Special Tree(s), the City must comply with the noticing provisions of the Removal of City Trees section set forth in this Policy, unless a Special Tree is considered hazardous that necessitates an emergency removal. Any such removal must be recommended by the General Services Director and the Risk Manager and approved by the City Manager.

During normal sidewalk, curb, and street repair activity requiring root pruning, all steps shall be taken to retain Special Trees. If tree roots are to be pruned in association with sidewalk, curb, and gutter improvements, sufficient timing in advance must be planned to ensure that pruning will not destabilize or kill the tree. If both sides of a Special Tree's roots are to be pruned, one side should be pruned 6 months to a year in advance of the other side depending upon the species and other related factors. If root pruning methods are not practical and/or critical to the health of the tree, then alternate or special hardscape improvements should be considered by the City in order to retain the tree providing that costs are reasonable. All proposed root pruning or other tree treatment shall be assessed and approved by the Urban Forester.

Special Trees may be considered for removal in conjunction with a City Council approved beautification project utilizing the Removal of City Trees procedures noted in a subsequent section of the Policy.

#### PROBLEM TREES

A Problem Tree is defined as a tree that by virtue of its species causes excessive hardscape or utility damage due to its excessive root system. The following trees are defined as Problem Trees:

- *Ficus nitida* (Indian Laurel Fig)
- *Ficus rubiginosa* (Rusty Leaf Fig)
- *Ficus benjamina* (Weeping Fig)
- *Erythrina caffra* (Kaffirboom Coral Tree)
- *Fraxinus uhdei* (Shamel Ash)
- *Cupaniopsis anacardioides* (Carrotwood)
- *Liquidambar styraciflua* (American Sweet Gum)
- *Schinus terebinthifolius* (Brazilian Pepper)

Problem Trees shall not be designated as parkway trees on the Designated Street Tree List.

Problem Trees that are not designated Special Trees may be removed for the following reasons:

- A. The City tree has had a repeated history of damaging public or private sewers, water mains, roadways, sidewalks, curbs, walls, fences, underground utilities, or foundations based on City records or other competent and reliable authority. Water or sewer stoppage that results from tree roots and causes significant documented private property damage (greater than \$500) shall be sufficient criterion for tree removal.
- B. The City tree has had repeated history of significant interference with street or sidewalk drainage, despite specific treatment by the City to alleviate repeated damage.
- C. The City tree has created, in the opinion of the Urban Forester, a view impediment that cannot be resolved by normal nor alternative tree trimming procedures.

Problem Trees may be proposed for removal by either staff or private property owners. The authority to remove Problem Trees rests with the City Manager. No more than 250 Problem Trees may be removed per year by staff under these criteria without special approval of the Parks, Beaches, and Recreation Commission. In removals under Sections A & B above, no more than one of three parkway trees in a continuous row may be removed in a three year period without a hearing before the Commission. Replacement trees of a 24-inch box size may be planted if funding permits. Staff is responsible for notifying the adjacent property owner, the legally established homeowners association, and the Councilperson of the district where the removal is

proposed, if applicable, of the intent to remove a Problem Tree. The decision by the City Manager to remove a problem tree is final unless called up by at least one Councilperson. The Urban Forester shall report the removal of Problem Trees on a monthly basis to the Commission. The cost to remove and replace Problem Trees will be the sole responsibility of the City based on availability of funding, with the exception of Category C (view), which is the sole responsibility of the applicant.

#### ALL OTHER CITY TREES

A City tree which is not designated as a Special or Problem Tree is designated as an All Other Tree. It is the City's policy to retain All Other Trees unless removal is necessary for one of the following reasons:

- A. The City tree has had a repeated history of damaging public or private sewers, water mains, roadways, sidewalks, curbs, walls, fences, underground utilities, or foundations based on City records or other competent and reliable authority. Water or sewer stoppage that results from tree roots and causes significant public or private property damage (greater than \$500) shall be sufficient criterion for tree removal.
- B. The City tree has had a repeated history - of significant interference with street or sidewalk drainage.
- C. The City tree is dead, diseased, dying, or hazardous, and presents a liability to the City. A dead tree is one that has been assessed by the Urban Forester and found to have deceased. Diseased trees are defined as those trees that cannot be cured by current arboricultural methods, are in an advanced state of decline, and have no prospect of recovery. Dying trees are those that have no prospect of recovery. Hazardous trees are defined as those that are defective, have a potential to fail, and would cause damage to persons and property upon failure. The Urban Forester will perform a hazard assessment whenever a tree is identified as hazardous. The assessment will identify: structural defects of the tree, parts of the tree most likely to fail, targets where imminent personal injury or property damage may result with tree failure, and procedures or actions necessary to abate the hazard. After assessment, the Urban Forester will expeditiously convey his written findings and recommendations to the Risk Manager for evaluation. If the Risk Manager agrees with the Urban Forester findings to remove a tree, the hazardous tree will be removed without further delay. In the case of imminent tree failure, the Parks and Trees Maintenance

Superintendent or the Urban Forester shall have the authority to direct the removal of a hazardous tree.

- D. The tree(s) have been requested to be removed in conjunction with a City Council-approved City, commercial, neighborhood, or community association beautification program.
- E. The City Manager, upon the advice of the General Services Director, City Attorney, Risk Manager or the Traffic Engineer, shall have the authority to remove individual Problem or All Other Trees to resolve claims or safety issues.

#### REMOVAL OF CITY TREES

The initiation to remove (Special or All Other) City tree(s) may be made by the staff of the General Services, and/or Public Works Departments, a legally established community association, or a private property owner by making application to the General Services Director, utilizing the City tree removal form. The provisions and procedures of this Section of the Policy do not apply to the Problem Tree nor Reforestation tree removal processes, which are described in other sections of this Policy. Special Trees may be considered for removal under the provisions of this Section provided a special report by the General Services Director is provided to the Commission detailing the necessity of removal and any specific previous treatment of the tree.

After receipt of the application, a Tree Inspection Report shall be prepared by the City's Urban Forester (Attachment 2) to determine if the tree(s) meets the criteria outlined in the above All Other City Trees section for consideration for removal. Simultaneously, the Urban Forester shall provide a notice of the proposed tree removal to the adjacent property owner (if not the applicant), the private property owners immediately adjacent to the applicant's property, and the appropriate community association if applicable, (not applicable to the emergency removal of hazardous trees under Item C nor to trees that meet the criteria of Item E in the preceding All Other City Trees section). The Urban Forester shall determine whether in his/her judgment additional specific treatment can be initiated to retain the tree provided the costs are reasonable. If a tree(s) is to be removed, the tree(s) will be posted at least 30 days prior to the removal with a sign notifying the public that they have the right of appeal. The sign shall also note a staff contact. Once a recommendation is made by the Urban Forester and the Parks and Trees Maintenance Superintendent to the General Services Director and the

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.



## General Services Department

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PB&R Commission Agenda

Item No. 8

January 6, 2009

**TO:** Parks, Beaches and Recreation Commission  
**FROM:** General Services Director  
**SUBJECT:** *Reforestation Request*

### **Recommendation**

Staff recommends that the Parks, Beaches and Recreation Commission consider the reforestation request of Andy Andonian, property owner at 1630 Antigua Way.

### **Discussion**

City Council Policy G-1, Reforestation of City Trees requires that individual property owners living within a legally established community association area with mandatory association membership must petition for reforestation through their respective association.

Per City Council Policy G-1, the Dover Shores Community Association, Board of Directors approved the removal of the City Eucalyptus citriodora parkway tree adjacent to 1630 Antigua Way (Attachment B).

The property owner has complied with the requirements of Policy G-1, and has agreed to assume the full cost of the removal and replacement of the City tree, approximately \$598.00 (\$195 for a 24" box replacement tree and \$403 removal).

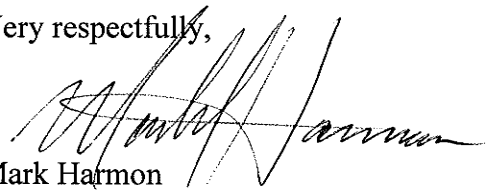
Mr. Andonian has been prepared to submit his reforestation request since September 2008, however, due to the volume of agenda items pending discussion before the Commission, a cancelled meeting, and review and resubmission of incomplete documents, has delayed this reforestation request.

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

Mr. Andy Andonian, the Dover Shores Community Association, Council Member Don Webb, have received a copy of this report and a notice of the Commission meeting.

Very respectfully,

Mark Harmon

- 
- Attachments:
- (A) Reforestation Check List
  - (B) Dover Shores Community Association, Board of Directors Meeting Minutes, dated September 16, 2008
  - (C) Tree Removal Request Application
  - (D) Dover Shores Architectural Report Application
  - (E) Tree Inspection Report
  - (F) Tree Inventory Detail
  - (G) Policy G-1, Retention or Removal of City Trees, Reforestation of City Trees, pages 6 - 9
  - (H) Pictures
  - (I) Aerial Map



# General Services Department

## Reforestation Check List

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

### 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 checked="" type="checkbox"/> <i>pc</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <i>AA</i>
<input type="checkbox"/> Hardscape Damage:	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> <i>AA</i>
<input type="checkbox"/> Curb/Gutter			
<input type="checkbox"/> Sidewalk			
<input 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Staff Approved Petition		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Property Owners Signatures Verified		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Meets 60% Reforestation Criteria:		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

# \_\_\_ Property owners notified % \_\_\_ Agreed with removal

Meets **Minimum** Reforestation Requirements:  YES  NO

Department Signature: *[Handwritten Signature]*

Date: *12/16/08*

City Attorney Reviewed: \_\_\_\_\_

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

DOVER SHORES COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
GENERAL SESSION- SEPTEMBER 16, 2008  
Page 1 of 3

BOARD OF DIRECTORS PRESENT: Anders Folkedal  
Tony Khoury  
Rob Grice  
Esther Fine  
Tim Carr  
Tammy Keilch  
John O'Donnell  
Ron Meer  
Bert Ohlig

BOARD OF DIRECTORS ABSENT: None

MANAGEMENT REPRESENTATIVE: Susan Baker  
Keystone Pacific

GENERAL COUNSEL: David Cane  
Cane, Walker, & Harkins

CALL TO ORDER

The General Session meeting of the Dover Shores Community Association Board of Directors was called to order by President, Anders Folkedal at 5:00 p.m. at the Newport Aquatic Center at 1 White Cliffs, Newport Beach, CA.

HOMEOWNER FORUM

The following homeowners attended the meeting: 1) 1842 Santiago attended the meeting to express concern regarding the height that the trees planted at 1900 Santiago will exceed established height limits. The Board responded that correspondence had been sent by legal counsel; and 2) homeowner 1630 Antigua Way attended with diagram of backyard with proposed pool, and that new plans were being submitted to be reviewed by the Architectural Committee.

MANAGEMENT REPORT

A motion was made, seconded and carried to approve the following items from the consent calendar, with further discussion: 9/0

- A. Resolved, to approve the General Session Meeting Minutes as recorded on July 15, 2008 and to accept the Architectural Reports for June and July 2008.
- B. Approval of the June through August Financial Statements as submitted, with request that Management verify water utility payment schedule.

DOVER SHORES COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
GENERAL SESSION- SEPTEMBER 16, 2008  
Page 2 of 3

UNFINISHED/NEW BUSINESS

Committee Reports – Chairpersons for the Architectural, Budget, Beach and Landscape, Dredging and Airport Committees provided updates to the Board:

- 1) Architectural – Committee Chair, Bert Ohlig, provided Board with an update on the current files.
- 2) Budget – Committee Chair, Rob Grice. Decision on proposal by Reserve Data Analysis to provide update report without site inspection for the 2008/2009 Reserve study will be referred to the Budget Committee.
- 3) Landscape and Beach – Committee Chair, Tony Khoury, provided updates as follows: a) 1630 Antigua Way- the committee supports request for removal of the tree and replacement at the homeowner's expense; b) tree trimming has been completed on three streets and three semi circles will be planted during October; c) committee has reviewed landscape installation at 1106 Santiago which will be approved; d) discussion of poor exterior condition of 1000 Westwind. After discussion, a motion was made, seconded and carried 9/0 to authorize the Landscape Committee to contact Greenscape Landscape to hand water property and provide basic maintenance. The Board requested legal counsel to send letter to owner of record of need to maintain exterior of property, and requested Management to send correspondence to 1016 Westwind Way thanking them for their correspondence and communicate Board actions; e) estimates are being obtained to paint the doors at Larry's Beach and add water faucet at Fisherman's Beach; and f) four umbrellas were purchased.
- 4) Dredging – Chair, Tim Carr. Provide the following updates: a) permit has been signed; b) continuing to monitor the sediment that is accumulating by the Army Core of Engineers barges on the way out are running over weight limits and are churning the channel enough to increase silt level; c) requested Management to provided cost breakdown between the two engineering firms, Atlas Engineering and Anchor Engineering; and d) recommended that the Board approve additional cost proposal by Anchor Engineering. A motion was made, seconded and carried 9/0 approving additional expense.
- 5) Welcome and Airport– Chair, Esther Fine. No update.
- 6) Social Committee - Chair, Tammy Keilch. Requested that additional trash bins with lids be obtained, and that the next social event is the Halloween Party.

Revised Fine Schedule –A motion was made, seconded and carried to adopt the revised fine schedule policy as previously submitted. 9/0

Parking in Cul de Sacs– After discussion, the Board requested Management to reply to the homeowner that the Board had discussed the matter and the issue will be discussed with the adjoining neighbors.

Next Meeting Date – The next meeting will be held on Tuesday, November 18, 2008 at 5:00 p.m. The location is the Newport Aquatic Center, 1 White Cliffs, Newport Beach, CA. The meeting schedule for 2008 has been changed to the third Tuesday, the Annual Election meeting will be held on October 21, 2008.

DOVER SHORES COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
GENERAL SESSION- SEPTEMBER 16, 2008  
Page 3 of 3

ADJOURNMENT

There being no further General Session business to come before the Board, the meeting is adjourned to Executive Session at 6:05 pm.

APPROVED: *Esther Fine*

DATE: *11/25/08*



# 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 (expect for holidays) at 7PM at the Council Chambers.

1 Lemon-Scented Gum - Eucalyptus Citriodora  
Indicate the number and specie(s), (if known) of tree(s).

Located at: 1630 Antigua Way Newport Beach CA 92660

Please be as specific as possible

### Requestor

- Property Owner
- Community Association
- Other \_\_\_\_\_

### Address/ Phone (Daytime) / Email

1630 Antigua Way  
Newport Beach CA 92660  
AANDON@DISCOUNTTIRECENTERS.COM

Signature: \_\_\_\_\_

Date: 8-20-08

Print Name: ANDY ANDONIAN

**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.

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:**

<input checked="" type="checkbox"/>	Tree(s) causing curb, gutter, sidewalk or underground utilities damage.
<input type="checkbox"/>	Wrong tree species for location
<input type="checkbox"/>	View encroachment
<input type="checkbox"/>	Area has clearly defined contiguous boundaries that include the tree(s) proposed.
<input type="checkbox"/>	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.
<input type="checkbox"/>	Areas represented by a legally established community association, may submit a resolution of the Board of Directors formally requesting a reforestation.
<input type="checkbox"/>	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:** \_\_\_\_\_

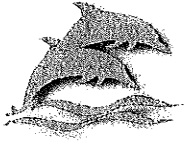
\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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



# Dover Shores Architectural Request Application

Homeowner's Name: Mary & Allen Mooradian  
 Address: 1630 Antigua Way, Newport Beach CA 92660  
 Phone: (949) 646-8044 / Home (714) 861-9024 or 2101 Office  
 Fax: (714) 899-4923 / Email: AANDON@DISCOUNTTIRECENTERS.COM  
KSEITZ@DISCOUNTTIRECENTERS.COM  
 Estimated Project Starting Date: ASAP Estimated Time Required: ASAP (Months)  
 Contractor Name: HERMAN GULEZYAN Address: \_\_\_\_\_  
 Phone: ( ) \_\_\_\_\_ Cell: (818) 288-2805

### Description of Modification or Improvement:

REMOVAL of CITY TREE (1 Lemon scented Gum  
EUCALYPTUS CITRIODORA) DUE to tree is  
LEANING & BRINGING UP SIDEWALK AREA

### Agreement & Certification:

I/we certify that I/we have read and understand all pertinent sections of the applicable CC&RS and the Architectural and Landscaping Rules. I/we believe that the information on this application, including the plans and any other attachment are accurate and complete. I/we understand that I/we are responsible for the actions of our contractors.

I/we agree that my/our home improvement, if approved will not result in any future maintenance costs whatsoever to the Dover Shores Community Association, and I/we understand that all construction, maintenance and insurance of the improvements shall be the sole responsibility of myself/ourselves.

I/we agree that any changes to the landscaping of the slopes during home improvement, shall be my/ours responsibility to replant and restore to its original look within a maximum period of one year from the date of approval of my application.

I/we understand that building permits for these improvements may be required and the cost of any permits and the responsibility for obtaining permits and subsequent City inspection will be the responsibility of the undersigned. I/we acknowledge that architectural approval is not intended to be, nor shall it be considered, a substitute for approval by the necessary and appropriate City agencies. I/we further agree that no construction will begin until the written approval of the association has been received pursuant to the Association's CC&RS.

I/we understand that the Association will inspect the improvement or modification during and after construction to verify conformance. I/we understand and agree that any failure to complete the improvement/modification in accordance with the approved application, plans, and schedule may result in reconstruction at my/our expense, forfeiture of fees, additional fines, and future action as deemed appropriate by the Association.

[Signature] \_\_\_\_\_ Date 8-20-08

Legal Homeowner's Signature



# Dover Shores Community Association Neighbor Awareness Form

Since your proposed improvements may affect your neighbors, it is important that they be appraised of your plans. As a part of your submission of improvement plans, you must include a completed and fully signed copy of this Neighbor Awareness form indicating that your facing, adjacent and impacted neighbors have seen the draft of your plans and are aware of your intentions.

The neighbors' agreement is not a condition to the Architectural Committee's approval of your plans nor does an objection from any of your neighbors automatically mean that your plans will be disapproved. Such an objection is merely one of the many factors that the Architectural Committee will consider in the review process. As used in this form, the following terms shall have the following meanings:

**Facing Neighbor.** The three (3) homes most directly across the street from your home.

- (a) **Adjacent Neighbor.** All homes with adjoining property lines to yours.
- (b) **Impacted Neighbor.** All homes in the immediate area of your home that would be affected by the construction of any improvement. The impact may be views or other attributes covered by the CC&R's. The Architectural Committee reserves the right to require include additional homes be notified that the Committee believes will be impacted by the proposed plans, even if you disagree that such homeowner(s) will be affected.

Any neighbor is entitled, upon his or her request to Villageway Management, Inc., to be notified of the time and date of the meeting at which the Architectural Committee will consider your plans and to appear and comment on your plans at that meeting.

If an applicant can not obtain a required signature, the applicant must attempt to notify the neighbor by certified mail and the proof of the applicant's efforts to contact the neighbor must be submitted with the architectural application package.

You can comment below or by:


- 1) Email on the [www.DoverShoresNB.com](http://www.DoverShoresNB.com) Architectural page.
- 2) In writing to:  
KPPM  
16845 Von Karman, Ste.200  
Irvine, CA 92606
- 3) By Fax to:  
Keystone Pacific Property  
Management  
Fax: (949) 833-0919

NEIGHBOR NAME (PRINT)	ADDRESS (PRINT)	DATE REVIEWED	NEIGHBOR SIGNATURE (Acknowledge that I have seen the plans)	COMMENTS (OPTIONAL) (Request for meeting notice if desired)
HELEN BARKER	1700 ANTIQUA WAY	7-23-08	Helen R Barker	
Kristi Kupiak	1701 Antigua Way	7-23-08	Kristi Kupiak	
MARIE WILLIAMS	1623 Antigua Way	7-23-08	Marie A. Williams	
EMMY ROLLIN	1629 Antigua (WA)	7-30-08	Emmy Rollin	
CHARLES SPAIN	1624 Antigua	8/19/08	Charles Spain	



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

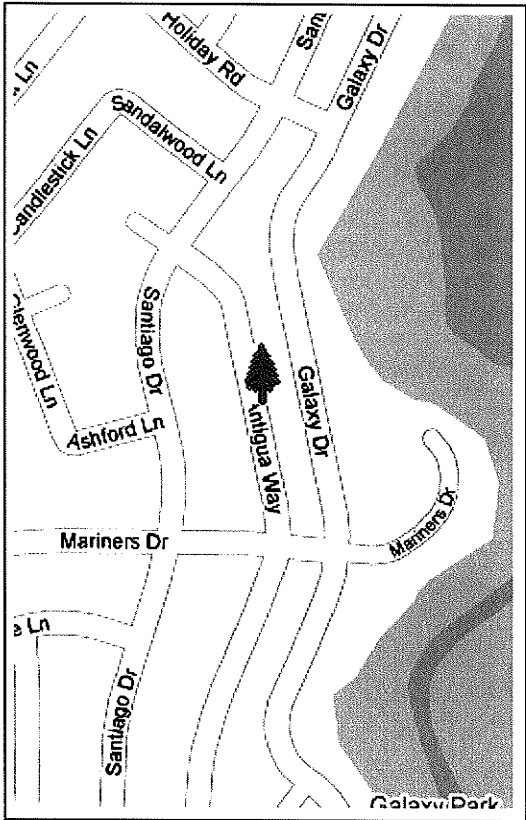
**Reviewed by:**  **Date:** December 16, 2008  
**Dan P. Sereno, Parks and Trees Superintendent**

**Reviewed by:**  **Date:** 12/16/08  
**Mark Harmon, General Services Director**

Show/Hide Map    Print Report

### Inventory Detail

Dist: 16  
 Address: 1630 ANTIGUA WY  
 Fictitious: No  
 Location: Front-1  
 On Address: 1630 ANTIGUA WY  
 Species: *Eucalyptus citriodora*, LEMON-SCENTED GUM  
 DBH/Height: 19-24 / 60+  
 Parkway Size: 5  
 Utility Overhead: No  
 Sidewalk Damage: No  
 Recommended Maintenance: Grid Trim  
 Estimated Value \$6,080



### WCA Work History

Date	Work Type	Amount	Job#
7/9/2008	Grid Pruning	\$39.00	12665
10/7/2005	Grid Pruning	\$39.00	8474
1/10/2003	Grid Trimming	\$39.00	5154
1/3/2000	Grid Trimming	\$39.00	2866

### Other Work History

Date	Work Type	Crew	Acct#	Min
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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.



12/16/2008







800-777-1008

CHINA

1630 Antigua Way



-  Selected Features
-  City Boundary
-  Trees
-  Vacant Tree Site

# Summary Schedule

## Marina Park Schematic Design and EIR

12-12-2008

<u>Milestone</u>	<u>Date</u>
Distribute Initial Study and NOP.....	May 23, 2008
<i>Scoping Meeting</i> .....	<i>June 12, 2008</i>
Schematic Design Plans due to City for review.....	October 15, 2008
Administrative Draft EIR to City.....	November 17, 2008
Newfields Drilling.....	December 8, 2008
City Comments ADEIR to MBA.....	December 17, 2008
Newfields Summary for EIR.....	February 8, 2009
Newfields Report Submitted to City.....	February 20, 2009
EIR Submittal, begin 45 day review period.....	February 23, 2009
PB&R Commission Project Update.....	March 3, 2009
Harbor Commission Project Update.....	March 11, 2009
End of Review Period.....	April 2, 2009
Response to comments and findings due .....	April 16, 2009
City comments due.....	May 2, 2009
<i>City Council Hearing</i> .....	<i>May 12, 2009</i>
Final EIR.....	June 15, 2009

*Italics indicate formal public input, informal input will continue at Steering Committee Meetings*

Under Cmty Svc Award

Parks, Beaches and Recreation Commission  
Community Service Award  
Nomination Form

Name of Nominee Lewis Jones

Address 210 30TH STREET

Phone (949) 673-3004 Fax \_\_\_\_\_ e-mail \_\_\_\_\_

Program involvement Adopt A Beach (29th 30th & 31st)

Explain why you are nominating this person

"LOUIE" JONES HAS BEEN INVOLVED IN THE ADOPT-A-BEACH PROGRAM FOR APPROXIMATELY 2 YEARS. HE ASSISTS THE BEACH CAPTAIN IN CLEANING OF THE BEACH FROM 28<sup>TH</sup> ST. TO 31ST. HE CLEANS THE BEACH AT LEAST ONCE PER WEEK AND MORE OFTEN IN THE SUMMER. HE ALSO ALWAYS FILLS OUT THE "REPORT CARD" AND TURNS IT IN. THIS ALLOWS ADOPT-A-BEACH TO MONITOR THE DEBRIS FOUND ON OUR BEACHS. HE IS A GREAT ASSET TO OUR COMMUNITY.

(Please attach additional pages if necessary)

Your name Bill GARRETT PBR Commissioner 675.0842  
Phone (949) ~~525-0842~~

Relationship to Nominee NEIGHBOR

Your email bgarrett@interpacificmgmt.com Fax \_\_\_\_\_

Address 209 30TH STREET NB. 92663

Please submit this application for consideration to:

Community Service Awards  
C/O Recreation & Senior Services Dept.  
3300 Newport Blvd.  
Newport Beach, CA 92663  
For questions please call: 949-644-3151

Parks, Beaches and Recreation Commission  
Community Service Award  
Nomination Form

Name of Nominee Lewis Jones

Address 210 30th St. N.B

Phone 949 673-3004 Fax \_\_\_\_\_ e-mail \_\_\_\_\_

Program involvement Adopt A Beach (29th 30th & 31st)

Explain why you are nominating this person

LIVING NEXT DOOR TO LEWIS IS SUCH A PLEASURE. NOT ONLY DOES HE TAKE PRIDE IN OUR BEAUTIFUL BEACHES, BUT THE STREETS & PARKING AREAS AS WELL. LEWIS IS CONSTANTLY TEACHING HIS YOUNG GRANDCHILDREN ON THE IMPORTANCE OF PRESERVING OUR BEACHES PARKS, MARINE & WILDLIFE. IT IS WITH GREAT PLEASURE THAT WE CALL HIM OUR FRIEND & NEIGHBOR.

(Please attach additional pages if necessary)

Your name Steve & Tammi Nicholson Phone 9) 675-6939

Relationship to Nominee NEXT DOOR NEIGHBOR

Your email BCHNICK@PACPELL.NET Fax 9) 675-6836

Address 212 30TH ST. NPB.

Please submit this application for consideration to:

Community Service Awards  
C/O Recreation & Senior Services Dept.  
3300 Newport Blvd.  
Newport Beach, CA 92663  
For questions please call: 949-644-3151

Parks, Beaches and Recreation Commission  
Community Service Award  
Nomination Form

Name of Nominee Lewis Jones

Address 210 30th ST. NPB, CA 92663

Phone (949) 673-3004 Fax \_\_\_\_\_ e-mail \_\_\_\_\_

Program involvement Adopt A Beach (29th 30th & 31st)

Explain why you are nominating this person

~~MY FATHER HAS ALWAYS HAD THAT COMMUNITY SPIRIT IN HIM. HE ALWAYS MEETS HIS NEIGHBORS AND KEEPS THE ENVIRONMENT AROUND HIM CLEAN. HE IS A HUGE NATURE LOVER. I THINK HIS DESIRE TO KEEP THE COMMUNITY CLEAN IS TO PROTECT THE PLANTS AND ANIMALS IN THE AREA. SINCE MOVING TO NEWPORT BEACH, HE HAS CLEANED THE BEACH AND STREET JUST ABOUT EVERY WEEK. HE DOES THE CLEANING BECAUSE HE WANTS TO DO IT AND HE ENJOYS IT. HE IS A WONDERFUL MAN AND FATHER.~~

Your name HOLLY WETHERHOLT Phone (949) 675-3447

Relationship to Nominee DAUGHTER

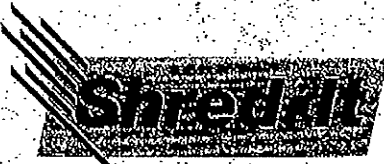
Your email WETHERHOLT@SBCGLOBAL.NET Fax \_\_\_\_\_

Address 217 30th ST. NPB, CA 92663

Please submit this application for consideration to:

Community Service Awards  
C/O Recreation & Senior Services Dept.  
3300 Newport Blvd.  
Newport Beach, CA 92663  
For questions please call: 949-644-3151

# INVOICE



Shred-It  
Campos Enterprises Inc., P. O. Box 2077  
Vista, CA 920852077  
PHONE 760-598-5700

INVOICE NO 0910351615

DATE: 8/29/2008

EXTRA SHRED

TO: A SECURIT COMPANY  
City Of Newport Beach  
3300 Newport Blvd.  
Newport Beach, CA 92863

BILL TO: LIVE INVOICE  
FORWARD TO ACCOUNTING  
PROCESS PAYMENT IMMEDIATELY

TAX ID 33-0816873

### DESTRUCTION DECLARATION

ON THE DATE SHOWN, DESIGNATED CONFIDENTIAL DATA WAS SHREDDED AND DESTROYED AS PER CUSTOMER'S INSTRUCTIONS.

TRUCK NO.: 487 TRUCK NO.: \_\_\_\_\_ TOTAL TIME \_\_\_\_\_ HRS. \_\_\_\_\_ MIN. 23  
TIME IN: 201 TIME IN: \_\_\_\_\_ CLIENT SIGNATURE [Signature]  
TIME OUT: \_\_\_\_\_ TIME OUT: \_\_\_\_\_ MOBILE CUSTOMER SERVICE REP: [Signature] FRANCHISEE NAME: [Signature]

0004881

NET 30 DAYS, 2% PER MONTH ON OVERDUE ACCOUNTS

AG00008



WE RECYCLE



THIS YEAR YOUR FIRM'S SHARE OF WOOD SAVED THROUGH SHRED-IT'S RECYCLING PROGRAM AMOUNTS TO 34 TREES.

THANK YOU FOR YOUR BUSINESS.

Shredding	3.85	60.00
2 BAYS @ 5.00		10.00
Page / \$7 each if not returned		
Fuel Charge		15.00
<b>TOTAL CHARGES</b>		<b>85.00</b>

Thank you  
Bib  
760-421-7473

75/25