

City of Newport Beach
Parks, Beaches & Recreation Commission
Wednesday, February 6, 2008 - 7pm– City Council Chambers

AGENDA

ORDER AND ROLL CALL

COMMUNITY SERVICE AWARD PRESENTATION TO GARY WRIGHT, AYSO 57

DIRECTOR'S COMMENTS

- Superintendent Levin
- 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 podium.

CONSENT CALENDAR

1. Minutes of the December 4, 2007 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.

INFORMATION / DISCUSSION

4. City Council Policy G-1 – Retention or Removal of City Trees – Discussion led by City Attorney Robin Clauson.

ACTION

5. Eastbluff Park – Request to install electricity for the batting cage.
Action: Approve / Deny

COMMITTEE REPORTS

- Park Development - Allen, Brown, Lugar –
- Recreation/Senior Activities - Brown, Lugar
- Budget - Garrett, Brown, Lugar
- Ad Hoc -- Community Service Award - Garrett, Ruzicka
-- Youth Sports Liaison - Ruzicka
- Other -- Santa Ana River Vision Plan - Trapp, Garrett
-- 1/1 Memorial Committee - Garrett
-- Marina Park - Garrett

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

ADJOURNED

**Parks, Beaches and Recreation Commission
Community Service Award
Nomination Form**

Name of Nominee: Gary Wright

Address: 9 Via Palladio, Newport Coast, CA 92657

Phone: (949) 644-7665 Fax(949) 644-0331 e-mail: Gary.Wright@Earthlink.net

Program involvement: AYSO Region 57 Safety director, Referee, Executive Board

Explain why you are nominating this person:

Gary Wright has been a volunteer in AYSO for about 10 years. The last 4 years, neither of his children have played in AYSO. He is one of the most trusted advisors I have as Regional Commissioner for AYSO. This year, he went above and beyond the call of duty, and single-handedly got approval of putting lights at Lincoln Athletic Center Field 3, got all the bids required, pushed the project through the city, school district, and state, and got the lights installed in a 6 month period. What he has done will benefit children for years to come, as they will have a safe, lighted field to play on. He did it without any funding from city, school district and state, and he did it without looking for glory.

(Please attach additional pages if necessary)

Your name Phillip Greenberg, Phone (949) 720-9520 home

Relationship to Nominee AYSO Supervisor

Your email RegionalCommissioner@AYSO57.org Fax (949) 673-8494

Address 3038 Carob Street, Newport Beach, CA 92660-3215

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

CITY OF NEWPORT BEACH

Parks, Beaches & Recreation Commission

Regular Meeting

December 4, 2007 - 7pm

Convened 7:10pm

ROLL CALL

Present: Tim Brown
Bill Garrett
Phillip Lugar
Marie Marston
Greg Ruzicka
Cristine Trapp

Excused: Debra Allen

Staff: Wes Morgan, RSS Director
Mark Harmon, General Services Director
Dan Sereno, Parks & Tree Superintendent
Sean Levin, Recreation Superintendent
Teri Craig, Admin Asst

DIRECTOR COMMENTS

Director Morgan stated that all the comments taken regarding the Marina Park will be provided to the Marina Park Committee that will meet tomorrow morning at 9am.

Director Harmon stated that General Services is on high tide alert and so staff is being proactive by filling sand bags and putting up some sand berms on the beach down by the Balboa Pier.

PUBLIC COMMENTS

None.

CONSENT CALENDAR

1. **Minutes of the November 6, 2007 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.

Motion by Commissioner Ruzicka to accept items 1 - 3 of the Consent Calendar. Motion carried by acclamation.

INFORMATION / DISCUSSION

4. **Fall Lighted Soccer Field Uses & Improvements** – Recreation Manager Christine Stempleski provided the commission a PowerPoint presentation and information regarding temporary and permanent lighting at Bob Henry Park, Bonita Canyon Sports Park field #5 and Lincoln Athletic Center field #3. These light requests were approved by the Commission over the last several months.
5. **Mariners Sports Field Project** – Superintendent Levin provided the commission with a PowerPoint presentation and information regarding the Mariners Park improvements. He noted that there are three phases: first – the playground which was installed over the summer; phase two is the development and movement of the ball field, with hardscape, landscape and irrigation system. He noted that AYSO 57 and Newport Harbor Baseball were part of the dialogue regarding the size and amenities of the field. He also reported that AYSO and the School District are funding the top seeding of the field since half is on school land and the other on City park land. He reported that the

grand opening for baseball is Saturday, March 1st. Phase three will include the construction of the restrooms.

6. **Sunset Ridge Park** – Superintendent Levin reported that the 1st public outreach meeting was held November 8 with 66 people in attendance. He noted that Chair Brown was in attendance representing the commission, and with Council Member Rosansky and EPT. He stated that public input was taken. He reported that there would be a follow up meeting in February.

Chair Brown asked staff if it seemed to them that the primary concerns of Newport Crest homeowners was lighting and how close activity would be to their homes.

Superintendent Levin agreed that lights and what exactly an active sports park means were their concerns. He noted that he has talked to several residents with concerns that the park would be used after 4pm during the week and on Saturdays from 8am to dusk.

Director Morgan stated that two assurances were made:

1. Sunset Ridge Park would not have lights on the sports field
2. That the City is listening and that the plan is in a draft form

Council Member Rosansky made it quite clear that the City did not spend \$5M to let the land remain vacant and that it would be an active sports park; it is named in the General Plan as an active sports park. He also noted that the City would be reasonable, considerate and caring as we strive for the greatest good.

Commissioner Garrett asked how much the West Newport HOA had been involved and is more of the concern coming from Newport Crest or generally from West Newport. He went on to ask if it would be a problem to move the parking lot away from the property lines.

Superintendent Levin stated that he and Public Works made a presentation to the West Newport HOA and they seemed to be excited. The concern seems to come mostly from Newport Crest residents that live on the edge of the park. The bottom third of the Sunset Ridge property cannot have any hardscape. He stated that this limits the architect on design of parking, restrooms and the tot lot location.

Director Morgan stated that the architect will have to work with these constraints but believes a resolution can be reached after more discussions take place.

Chair Brown opened the public discussion of items 4-6

Paul Gallele stated that he watched the Sunset Ridge town hall meeting on TV and commended staff. He believes that there are not enough parking spaces at Mariners, Bob Henry and particularly at Sunset Ridge because of the turnover times between games at active parks.

Chair Brown closed the public discussion of items 4-6

7. **Special Tree Removal!** Superintendent Sereno stated that this request is for the removal of a dead City Monterey Pine tree at Mariners Park. He stated that the tree is a dedicated tree to Frank Tallman and is listed as a Special City Tree. He noted that staff had spoken to Ms. Tallman who has agreed to remove and replace the dead tree. Superintendent Sereno reported that a new species will be planted at a new site at Mariners Park after the completion of the redevelopment of the park.

Commissioner Ruzicka asked if the plaque could be cleaned up.

Superintendent Sereno stated that staff will do the best they can.

Chair Brown opened the public discussion; seeing none the public discussion was closed.

Motion by Commissioner Ruzicka to approve the removal of the dead City Monterey Pine Tree at Mariners Park with another species and location to be decided once the Mariners Park redevelopment project is complete. Motion carried by acclamation.

8. **Marina Park.** Director Morgan stated that there are several departments along with City Council Members working on this park project. The concept plan was approved November 13 and the City Council wants to hear more from the community.

Chair Brown opened the public discussion

The following people spoke:

- Marcia Docey
- Tom Smith
- Jan Vandersloot
- Liz Bond
- Laura Curran
- Paul Balais
- Ernest McKinney
- Renee Rugo
- Bob Burger

The following comments/concerns and or suggestions were made regarding Marina Park:

- Concern about the building height and the view to the bay
- For nearby residents it is a huge monstrosity
- Tot Lot is too close to the water
- The area floods, what is being done to mitigate this
- There is continual blowing sand and that would be a problem for the water element
- There are many birds - major health issues could be a concern
- Too many restrooms. Concern of isolation and predators
- Reduction of the number of tennis courts is a problem
- City regulations are not being followed regarding the height of the building
- Type of trees are important because of view issues
- There should be more of an ecological environmental area - friendly for fish and birds
- Point cars away from homes when parking
- Redirect lights - concern of spillover
- Entrance to Marina Park should be at 15th Street not on 16th Street - too much pedestrian traffic
- Encourage natural shrubs for landscape
- Lack of parking spaces could be a problem
- Control of parking lot
- Traffic circulation is a concern
- Reduce the size of the building - is there really a need for such large meeting rooms and a restaurant
- Cost factor is a concern
- Is this building for residents or visitors to the city?

Chair Brown closed the public discussion

Commissioner Trapp asked what the height limitations on the Peninsula are for commercial/residents.

Commissioner Garrett stated that it is 31 feet for residents but that the City has a different standard.

Director Morgan stated that at the highest point, the crow's nest will be 48-50 feet high; and about 38 feet in other areas.

Commissioner Garrett stated that since he does sit on the committee he would like to address some of the concerns brought up:

- He believes that it is under-parked because of the all-day parking and the restaurant
- The tennis courts were moved because the American Legion has fundraisers. The idea of using removable fencing is so the courts could be used for parking - although oil drips could be a problem

Discussion ensued regarding the need for tot lots, basketball courts, parking, and budget.

Motion by Commissioner Garrett to agree with the conceptual plan of Marina Park with reservations regarding parking and the height of the building and that the concerns discussed tonight by residents will be forwarded to the Marina Park Committee. Motion carried by acclamation.

9. **January 2008 Meeting** - Chair Brown stated that the January meeting falls on New Years Day.

Commissioner Ruzicka suggested that the January meeting be cancelled.

Director Morgan recommended that the Park Development Committee meet sometime in January to discuss park projects.

Chair Brown also noted that the February meeting falls on election night. Director Morgan stated that Commissioner Allen would not be there on that night. Commissioner Ruzicka also stated that he would not be there that night either.

Director Morgan stated that staff would move the February meeting to another day possibly February 6th if the Chambers are available.

Motion by Commissioner Ruzicka to cancel the January 1, 2008 PB&R Commission meeting; to move the February 5 meeting to another date that week. Motion carried by acclamation.

COMMITTEE REPORTS -

Parks - Director Morgan stated that the Committee will meet in January.

RSS - Nothing to report.

Budget - Director Morgan stated that staff is awaiting instructions from the City.

AD - Hoc

—Youth Sports Liaison - Nothing to report

—Community Services Award - Superintendent Levin stated that he has an application and will forward it to the Committee and then on to the February meeting for presentation if it is approved.

Other

—Santa Ana River Vision Plan - Commissioner Trapp stated the next meeting is scheduled for December 5.

—1/1 Marine Memorial Committee - Commissioner Garrett stated that fundraising is ongoing and the memorial will be unveiled on Memorial Day at 10am.

–MarinaPark - Discussed above.

FUTURE AGENDA ITEMS

The following are new or ongoing items to be discussed:

- Fire pit discussion - safety; regulate what is burned
- Possible implementation of Parks & Rec Foundation.
- G-1 Policy Discussion
- Tree Applications - Add information regarding perjury when signing the form
- City Council Policy B-17 - Spring 2008
- Parking Signage at Back Bay View Park
- Dog Park
- Updates on Parks
- OC River Park - suggested by Laura Curran
- Donation Policy

ADJOURNMENT- 8:30pm

Submitted by: _____
Teri Craig, Admin Assistant



General Services Department

PB&R Commission Agenda

Item No. 2

February 6, 2008

TO: Parks, Beaches and Recreation Commission

FROM: Parks and Trees Maintenance Superintendent and Operations Support Superintendent

SUBJECT: *December / January, 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.
2. The landscape and irrigation at the new Santa Ana Heights Fire Station passed final inspection, and has been added to our Park and Facility Landscape Maintenance Contract.
3. The development of the new Upper Bayview Park in Santa Ana Heights is underway. The site has been grubbed, erosion control measures put into place, and grading is nearing completion.
4. New medians have been installed on Superior Avenue, from south of Ticonderoga Street to Dana Road. The landscape and irrigation passed a final inspection, and has been placed under the required Plant Establishment/Maintenance Period. The project turned out nicely, and minimized disruption to motorists due to its timely completion.
5. The two 36" box Oak tree donations that were approved by the Commission were recently installed at Castaways Park.
6. The Mariners Park/Ball Field Renovation Project was completed on schedule. Staff successfully met their goal, and will be ready for the Little League Grand Opening on March 1, 2008. The site is presently under a Plant Establishment/Maintenance Period, and the temporary chain link fencing is scheduled to be removed during the last week of February. The fence will protect the site as long as possible to give the turf a chance to root.
7. The Cliff Drive Park Stairway Replacement Project is proceeding on schedule.

8. Three Division staff attended a Field Day at the Anaheim Stadium, which provided training on the various maintenance functions required to promote healthy, attractive, safe fields and passive turf areas.
9. Parks and Trees Maintenance Superintendent Dan Sereno, and Parks Maintenance Supervisors Randy Kearns and Kevin Pekar, attended the recent Field Use Allocation Meeting. We intend to have a staff member attend these meetings to report on upcoming field renovation plans, the need for the sport groups to police the sites after games, and procedures to report any problems identified.
10. Parks and Trees Maintenance Superintendent Dan Sereno, and Parks Maintenance Supervisors Randy Kearns and Kevin Pekar, attended the National Incident Management System (NIMS) training. This was a four day training that focused on assisting during an extensive incident such as a highly damaging earthquake, tasks we may need to perform, and how the various State, County and City employees would join in the effort.
11. Parks Division staff coordinated with a contractor to spread and rake in California native seeds along the east and north facing slopes of Back Bay View Park. The seeding was recommended by biologists who are overseeing these slope areas for the City as part of a Coastal Sage Scrub Mitigation and Monitoring Plan. Following the seeding process, a “rabbit fence” will be installed along the pre-existing park railing to protect this germinating seed, as well as the other native shrubs and grasses throughout.



12. On December 12, 2007, Parks Supervisors Randy Kearns and Kevin Pekar, along with Parks and Trees Superintendent Dan Sereno attended the Youth Sports Commission meeting. Staff provided the leagues’ requirements for upcoming renovations performed by City staff and contractors during the winter on the athletic fields. In addition, City staff provided a schedule for when the fields will require rest periods when no athletic activities are scheduled. Staff also requested that each involved sports organization provide assistance in litter control before, during, and after each game.
13. On January 6, 2008, eight Parks and Trees Division staff members assisted in preparation for the Orange County Marathon. Staff worked from 4:00 a.m. until noon to provide traffic control to help ensure a safe event. The day before the event, Field Maintenance and Operations Support Crews picked up a considerable amount of palm debris and swept the course, while the Parks Crew pre-loaded trucks with the required safety equipment, and placed signs in strategic locations.

The race began at Fashion Island and ended at the Irvine Spectrum. Over 10,000 participants took part in the various races, even with rain in the forecast. A considerable amount of time and “TEAM” effort was required for this event to take place.

14. Parks Maintenance Division staff recently completed the renovation of two planter areas at Irvine Terrace Park. Old gazanias and juniper shrubs were removed and replaced with two varieties of aloes which are extremely water friendly, attractive, and also provide very distinctive seasonal flower spikes.



15. Combined efforts of the Parks Maintenance Division staff in coordination with City contractors, and with the support of the local community, completed the landscape enhancement project on the Balboa Boulevard median at Medina Way. The project integrated fragrant shrub roses and two varieties of succulents, featuring variegated and blue-green foliage. The enhancement is sure to spotlight a towering Star Pine, one of the City’s “Landmark Trees”, located within the renovated planter. In addition, this planting was designed with water conservation in mind.



Upcoming Activities for February

1. The planting of replacement shrubs and ground covers will continue Citywide.
2. Continue to work with prospective donors on tree and bench donations.
3. New landscape and irrigation will be installed around the new modular building recently installed in front of City Hall. This modular will be primarily used by the Human Resource Department during recruitment efforts.

Trees Division Activities

During the month of November, 1,015 trees were trimmed, 38 trees planted, 10 trees removed and crews responded to 11 emergency tree calls. In the month of December, 1,409 trees were trimmed, 24 trees planted, 11 trees removed and crews responded to 7 emergency tree calls.

1. The City's tree trimming contractor, West Coast Arborists, is currently pruning trees within the Corona Del Mar area, as part of the City's overall grid trimming schedule. Approximately 252 Ficus trees, 255 Coral trees, and 1,900 palm trees throughout the City of Newport Beach have been pruned to mitigate potential limb failure during the storm season. Additionally, crews have begun to prune trees in the Newport Coast area as scheduled from October through May, which is part of the maintenance agreement between the City and the Newport Coast Community.
2. Since July 2004, under City Council direction and funding, staff has undertaken an extensive root pruning effort. Combined efforts of staff from the Field Maintenance, Tree Maintenance Division, and West Coast Arborists have resulted in the root pruning of 903 trees to date. This effort will mitigate any potential property damage from City tree roots and provide for tree longevity in the urban forest. The extensive work includes root pruning, root barrier installation, and hardscape repairs at each tree site.
3. The attached Tree Activity Report summarizes requests and field activities performed during the past two months.

Beach Maintenance Activities

1. As a result of the season's first significant rain, field crews were kept busy on the last day of November. Even though rain accumulations on that Friday were 1.10 inches, as a preventive measure crews set out flooded barricades, cleaned up mud and debris in the streets, and assured that catch basin inlets were open and flowing.

The usual low lying and slow draining areas of Newport Peninsula and Balboa Island had minor street flooding, which resulted in calls for service from concerned residents. Additionally, there were the usual reports of roof leaks in some of the City facilities.

The rain also resulted in the first flushing of the Santa Ana River bed and the upper reaches of the Back Bay. Crews removed and stockpiled over 100 tons of plastic, Styrofoam and natural vegetation, which inundated the oceanfront beaches from West of the Newport Pier to the Santa Ana River mouth. Crews also cleaned the bay beaches around Balboa Island, and on the Newport Peninsula in preparation for the annual Christmas Boat Parade that was held on December.

2. In anticipation of higher tides and probable storm activity in the coming months, the Beach Maintenance Division has built berms adjacent to the Balboa Pier and Municipal Parking Lot. With tides rising as much as four inches above what is called for in tidal charts during recent high tides series, the potential for seven and a half foot tides and above is a distinct possibility in the coming months. This in itself does not present a problem, however, if storm activity accompanies these high tides, coastal flooding could result in the low lying areas of the Newport Peninsula. The berms will be routinely maintained until late March, at which

time they will be taken down and the beach will be restored to its previous condition.

3. During the month of December 2007, Beach Maintenance staff assisted in preparing the high profile commercial districts within the City for the following special events: The Corona Del Mar Christmas Walk, Balboa Island Tree Lighting Ceremony, and Annual Parade of Lights. Staff assured that all commercial districts and beaches were squeaky clean, thus ensuring a safe and clean environment for participants and attendees.
4. During the Holiday weeks, General Services Department field staff contended with extreme high tides, high winds, rain, downed trees, and street and beach debris.

Increased maintenance activities commenced over the Christmas Holiday weekend when tide heights ranged from 7'1" to 7'5". With no rain or big surf associated with the tidal series, the low lying areas of Newport Peninsula and Balboa Island remained dry.

5. During the first week of January, field crews prepared for forecasted torrential rains, mudslides, and coastal flooding from a series of three consecutive storms. With a high tide series also predicted for the first weekend in January, Storm Drain staff set up pumps, hoses, sandbags, and barricades on Newport Peninsula and Balboa Island. In addition to the crewmembers already scheduled for Saturday morning shift, 17 additional staff members were called in to assist to operate pumps and monitor tidal valve locations that were in the closed position for the 6'5" high tide.

On January 6, 2008, crews took the same pro-active approach when tide heights reached 6'7". In comparison to inland cities which had over 5" of rain, Newport Beach fared much better with just over 1.35" of rain during the same 72 hour period. Even though high tides and rain occurred simultaneously, crews were ready to pump down systems and keep street flooding to a minimum.



6. Strong winds accompanied the storms which resulted in large amounts of branches, leaves, and palm fronds in the public right-of-ways. Mechanical street sweeping equipment, and hand sweeper crews cleared the City streets and sidewalks, including the additional clean up on Saturday, January 12, 2008 of Newport Center in preparation for the Orange County Marathon the following day.

7. With heavy rains upstream, the Santa Ana River was also flowing full force over the weekend of January 12, 2008 resulting in an excess of 500 tons of debris on oceanfront beaches. The bulk of the debris was bamboo, reeds, logs and other natural vegetation. The debris was stockpiled adjacent to the Santa Ana River, and hauled away by a contract trucking firm that utilizes 25 ton demolition trailers.



8. Staff also coordinated with the Utilities Department the removal of debris that had been collected in the log boom in the Upper Bay. Debris also started washing up along the bay front beaches throughout the harbor.
9. Crews have been performing the labor-intensive job of getting the beaches manually raked up. Over the Christmas Holiday and through the first week of January, General Service's crews worked seven days a week to keep City streets, sidewalks, parks, and beaches safe for residents and visitors. Over 307 hours of overtime was put in by staff, and their efforts are much appreciated.
10. Staff continued to focus their resources on getting all the oceanfront and bay front beaches cleaned up during the month of January.

See attached General Services Department, Activities Report for November and December 2007.

Very respectfully,

Dan P. Sereno
Parks and Trees Maintenance Superintendent

Rick Greaney
Operations Support Superintendent

Attachments: (A) Tree Activity Report 2007-2008
(B) General Services Department November and December 2007
Activities Report



General Services Department

Tree Division
Reforestation and Tree Removal Activity Report
Fiscal Year 2007-2008

	July	August	September	October	November	December	January	February	March	April	May	June	Total
Tree Removals	*5	0	0	0	0	0							5
Emergency Tree Removals	**6	0	**26	**8	**10	**9							59
Claim Related Tree Removals	0	0	0	0	0	2							2
Reforestation Tree Removals	3	0	0	***6	0	0							9
Problem Tree Removals	0	0	0	1	0	0							1
Total Removals												76	

Trees Planted	6	8	6	0	38	24							82
Reforestation Requests	3	1	1	0	0	0							5
Reforestation Approved	3	1	1	0	0	0							5
Removal Requests	0	0	0	0	0	0							0

July > * City Council approved City project, Mainers Park Improvement Project

 ** Dead trees & potential liability

Oct. > ** Dead trees & potential liability

 *** 2 Approved reforestations with 6 trees total removed

Nov. > ** Dead trees & potential liability

Dec. > ** Dead trees & potential liability

CLAIM REMOVALS

Fiscal Year 2007- 2008

<u>MONTH</u>	<u>TREE #</u>	<u>LOCATION</u>
<u>July-07</u>	0	
<u>August-07</u>	0	
<u>September-07</u>	0	
<u>October-07</u>	0	
<u>November-07</u>	0	
<u>December-07</u>	1	2000 Dover Drive
	1	425 Riverside Avenue

PROBLEM TREE REMOVALS

Fiscal Year 2007-2008

<u>MONTH</u>	<u>TREE #</u>	<u>LOCATION</u>
<u>July-07</u>	0	
<u>August-07</u>	0	
<u>September-07</u>	0	
<u>October-07</u>	1	1216 East Balboa Blvd
<u>November-07</u>	0	
<u>December-07</u>	0	



Recreation & Senior Services Department

To: Parks, Beaches and Recreation Commission

From: Wes Morgan, Recreation & Senior Services Director

Re: Recreation and Senior Services Division Monthly Activities Report

The following information is enclosed:

- Page 2 – Reports on the activities of the Recreation Division.
- Page 8 – Reports on the activities of the Senior Services Division.

RECREATION SERVICES

To: Parks, Beaches & Recreation Commission

From: Sean Levin, Recreation Superintendent

Re: Recreation Division Monthly Activities Report

SPECIAL EVENTS

Mariners Park Re-Dedication	Saturday, March 1	11am	Mariners Park
Special Olympics	Saturday, March 8	9am-1pm	CdM High School
Flashlight Egg Hunt	Friday, March 14	6-9pm	Bonita Creek Park
Youth Government Day	Thursday, March 20	8am-1pm	City Hall
City Track Meet	Friday, April 18	4-10pm	NHHS
SCMAF Track Meet	Saturday, May 10	All Day	TBA
27 th Annual CdM Scenic 5k	Saturday, June 7	8am-11am	Ocean Blvd

ADULT SPORTS

BASKETBALL - Eighty Seven teams signed up to play in the Winter Adult Basketball Leagues. January 8th was opening night and the playing at Lincoln were excited with the gym floor as it had been resurfaced over the holiday break!

SOFTBALL - Registration closed January 4 for the 2008 Spring Adult Softball leagues. Approximately 75 teams will participate in 13 different leagues beginning the week of February 4. Games will be held at Bonita Creek Park, CYC/Grant Howald Park and Arroyo Park. During the 2007 calendar year over 4,000 played in the adult softball program.

Field maintenance staff has been hard at work, getting the fields ready for play. January is the slowest month of field use and allowed field staff to add "turface brickdust" to the infield playing surfaces. In addition the fields were laser leveled to prepare for the next 10 months of play by adult and youth teams. Over 2700 games are played annually between all the adult softball and youth baseball and teams in Newport Beach!

YOUTH SPORTS



YOUTH BASKETBALL LEAGUE - On January 14, 40 boys and girls enrolled in the Newport Coast Youth Basketball League and participated in a skills assessment of basic dribbling, passing and basketball techniques. At the conclusion of the assessment the participants were placed on teams. The coaches received positive feedback from the parents on the assessment.

FIELD ALLOCATIONS - On February 4 the 2008 Spring Field Allocations went into effect. The Youth Sports Commissioners received their allocated fields at the December 12 meeting, and Club Teams received their notice in January. The City and the Youth Sports Commissioners agreed upon one change to implement and test this year of each youth groups picking a "Home Field." With much enthusiasm they all agreed on field assignments. Staff will re-evaluate in 6 months to ensure the new policy is working well for all the user groups involved.

TEEN PROGRAMS

YOUTH GOVERNMENT DAY – Youth Government Day will be March 20. All Department Heads received an information packet outlining the one day internship, the mock Council Meeting and of course,

lunch! The Youth Council and the high school students are always excited to learn how government works in real time.

EAGLE SCOUT / YOUTH COUNCIL MEMBER - Evan Clark Dean, cordially invites you to attend and involve yourself in his Eagle Scout Project benefiting Corona del Mar High and Middle School. He is assembling seven benches, planting a shade tree and five flowering vines, and installing a granite plaque in memory of Pat Smith. The project is set for February 8 from 3-7pm and February 9 from 8am-4pm.

THANKS - Many thanks to Public Works Director Steve Badum for speaking at the December Youth Council Meeting. Steve gave an informative presentation regarding the history of Sunset Ridge. Council Member Rosansky discussed issues regarding the project and reviewed public outreach. The Youth Council offered a few suggestions to help ensure a great City park comes to fruition; including a complete new design like a three-tiered water park to accompany the current topography of the site! The presentation definitely sparked an interest among many of the engineer-minded Youth Council members, but they all benefited by learning about park development.

Also thanks to Disaster Preparedness Coordinator Katy Eing from Nbfd for speaking at the January Youth Council Meeting. Katy enlightened and educated the Council about emergency preparation and what to do during many different scenarios. The Youth Council found the presentation to be life-changing. Many of the Youth Council show interest in taking CERT classes and are planning to put together disaster kits for their homes.

YOUTH PROGRAMS



The ACTIVE-KIDZ after-school program resumed after the winter break. During the break many attended the Holiday Winter Camps during the Newport-Mesa winter break. They were able to relax and enjoy the Winter Camps with NO homework to do! Camp activities included playing games, making holiday crafts, physical exercise obstacle courses and a special visit from the *Daily Pilot*. The President's Break Camp is scheduled for the week of February 18 at the Community Youth Center. Besides engaging in games, crafts, and time at CdM State Beach, they are also going on a Field Trip to the Long Beach Aquarium.

PRE-SCHOOL 101 - The Pre-School 101 sessions for toddlers 3-5 years old are off to a great start for the New Year with both sites (Mariners & NCCC) running 5 days a week with a total of 53 young scholars! There are two more 6-week sessions before the summer break. The second winter session begins February 26, with the spring session the last week of April.

CONTRACT CLASSES

Winter classes began January 7 and continue through the month of March. New winter classes include, Playball sports for tots, drawing and sketching for youth, Spanish and Italian for Adults. As of January 2008, registration for fee-based classes generated \$199,810 in revenue, an increase of 37%.

The spring *Newport Coast Guide* will reach Newport Coast residents the second week of February, one week later the *Newport Navigator* will be mailed to all Newport Beach households. Class registration for Newport Coast classes begin February 20 and registration for all classes begins March 5. In an effort to meet the needs of the community, staff continues soliciting new instructors/companies to implement new programs. New instructors and classes for spring 2008 include

- My Pilates Studio, a company who specializes in Pilates, will teach mat Pilate classes to youth and adult at NCCC.
- Megan Matt, M.S., a teacher with a passion for “going green”, will teach preschoolers the importance of caring for our environment in a fun manner at NCCC.
- Ann Herr, an artist, will instruct an adult course on turning furniture into art at NCCC.
- Francis Greenspan, will teach adults how to sell items on eBay at NCCC.
- Amber Baur, a teacher and artist, will teach adults how to sculpt food into art at NCCC.
- Jana Samulski, a certified image consultant, will educate adults about the importance of “dressing for success” at NCCC and OASIS.
- Zoe Bertoia, who owns a franchise of “Stroller Strides”, will implement exercise programs for adults at Bob Henry Park, CdM State Beach, and Bonita Canyon Sports Park and pre-natal fitness classes for adults at NCCC.
- Kiddie Techie, a company whose main focus is computer gaming, will teach youth to develop video games and implement computer courses at NCCC, Mariners, and Cliff Drive Community Center.
- TriFytt, a corporation who specializes in youth sports, will run a track camp during spring recess at Mariners and preschool basketball classes at NCCC.
- Total Golf Adventures “TGA”, a corporation specializes in golf, will implement a youth golf camp during spring recess at Bob Henry Park and an after school golf program at Bonita Creek Park. Special equipment will be used to ensure fields are not damaged.
- Kristin Babaracki, a fitness consultant will implement adult boot camp classes at Bonita Canyon Sports Park.

Additionally, the following instructors are expanding: Ocean Adventures will run a spring recess surf camp; Craig Coffman will offer instant piano & guitar classes at NCCC; Brenda Benvinste will implement an art camp; Greg Lefever will expand the adult boot camp classes at East Bluff park, and Ronda Felton will introduce youth to acting at NCCC.

To continue community outreach, staff is working on the *2008 Summer Special* brochure and developing a new website campnewport.com a website where all instructor/company's camp will be featured on their own webpage and should be up and running in February/March timeframe. The *Summer Special* is scheduled to reach all Newport Beach households on March 12 and 2008 summer registration will begin March 19.

SAILING - Sailing programs are quite popular in Newport Beach during the summer months and to ensure the lidos and sabots owned by the city are well equipped for summer 2008 programs; staff is working with Schock Boats to renovate boats and replace boats, which cannot be repaired.

LAWN BOWLING - John Groothius was elected President of the Newport Harbor Lawn Bowling Club on December 18. The City and the Lawn Bowling Club continue renovation projects; most recently, general services ground and re-cemented cracks in the cement surrounding the greens and fixed the irrigation problem.

FACILITIES USE AND REPAIRS

FACILITY RENTALS -

During the period of Dec 16, 2007 - Jan 15, 2008 there were:

- 11 Picnic/Park Area Rentals
- 24 Room Rentals
- 5 Field Rentals
- 8 Gym Rentals

There were total of (1) wedding reservation rentals for this period:

Inspiration Point- Dec 27, 2007, Attendance: 10 people

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 Dec Park Patrol had the following contacts:

1. Requested Calls

- 26 with Youth Sports Groups
- 42 Field related issues/checks- monitored use of fields by Youth Sports organizations and club teams, turned on/off field lights, reported goal posts unlocked at Peninsula and San Miguel fields, assisted umpire with turning off lights at Arroyo Field, reported broken sprinklers at Arroyo, reported un-permitted use at Lincoln Field, advised AYSO that Bob Henry field is closed for repairs, stopped golfing at Eastbluff Field, checked on temp. light use at Bob Henry Field, assisted a youth sports group at Peninsula Field with getting an un-permitted group to leave.
- 9 Picnic/reservation issues/checks: monitored scheduled picnic reservations at various parks. Assisted at a reservation at Irvine Terrace Park, checked on reservation at Peninsula Park. Monitored wedding at Inspiration Point
- 103 Community Center issues/checks: unlocked and locked various community center rooms/gyms, checked on weekly meetings at community rooms, stopped kids running up/down stairs at West Newport CC, assisted Library staff with disruptive juveniles in front of Mariners Library, reported broken door lock at West Newport CC. Reported clogged restroom at CYC
- 9 Playground checks - checked all playgrounds for safety issues and vandalism, removed alcohol bottles from playground at Eastbluff Park, stopped kids from skateboarding on steps at Peninsula Park Gazebo, dropped off recruitment flyers for Park Patrol position at Huntington State Beach, called NBPD to assist with a disruptive juvenile at Mariners Library, removed beer cans from Las Arenas tennis courts,
- 14 other- checked and monitored film permit activities, advised a homeless man not to sleep in bushes at Channel Place Park, stopped basketball after dark at 38th Street Park, enforced leash laws for dogs at 38th Street Park. Advised man at West Newport Park tennis courts not to give private lessons on public courts, provided directions for several tourists at West Jetty View Park, advised male near West Newport Park to use a towel when changing after surfing, reported garage at City Hall unlocked, stopped male riding a motorized scooter on the tennis courts at Irvine Terrace Park. Stopped kids jumping steps with bikes at Eastbluff Park.
- 2 Pre-event check
- 1 Post-event checks

2. Public Contacts

- 31 education
- 2 alcohol
- 22 dog related

Written Warnings Issued- 0

Citations Issued- 0

Additional Information - This month, we were contacted by library staff at the Mariners branch to assist them with numerous juveniles who loiter in front of the library and disrupt the services. Our officers have responded numerous times this month to assist with this issue. We will continue to assist the library staff and make more frequent patrols of this location to prevent this activity from continuing.

SPECIAL EVENT PERMITS

As of Dec 15, 2007, there were 243 Special Event Permits processed and issued for the year. Those events of note for this period are:

NB Christmas Boat Parade - Newport Harbor - Dec 12-16, 2007 - Attendance: 1 million

OC Marathon - Fashion Island to Irvine - Jan 6 2008 -Attendance:10,000

RECREATION EVENTS / PROJECTS

MARINERS PARK - Saturday, March 1st is Opening Day for Newport Harbor Baseball Association and Newport Beach Little League. March 1st also marks the grand opening and re-dedication of Mariners Park. The *Ribbon Cutting and Dedication Ceremony* will take place at 11am with the first game scheduled for noon. The project was completed on time with the field establishing itself prior to the March 1 opening day. Many thanks to Public Works for coordinating weekly meetings that included the contractor, Environmental Design, Parks and Recreation staff. Newport Harbor Baseball Association and AYSO 97 are excited to have a new facility to help them serve their players and parents!

SUNSET RIDGE PARK - Public Works and Recreation Staff have been working with the community and EPT Design to develop a concept plan for Sunset Ridge Park. Three public meetings have been held with the fourth scheduled for Monday, February 11. All interested parties are encouraged to attend and provide input.

CYC - The second draft of the *CYC Needs Assessment* was completed January 22. Staff met with Architect Betsy Dougherty to determine areas to be improved which include the parking lot, building exterior, interior design, and the order of importance. Staff will continue to work with the architect and General Services staff to ensure that the facility meets code, and is comfortable, and safe for participants of all ages.

OTHER



CITY STAFF RECOGNITION - Congratulations to Supervisor Scott Williamson for receiving an Appreciation Award from Southern California Municipal Athletic Federation for his years of contribution! Scott was recognized with the award as he has become the "Voice of SCMAF." He has presented at numerous awards and installation banquets, training seminars and youth athletic playoffs throughout Southern California. Congratulations Scott!



TRAINING -

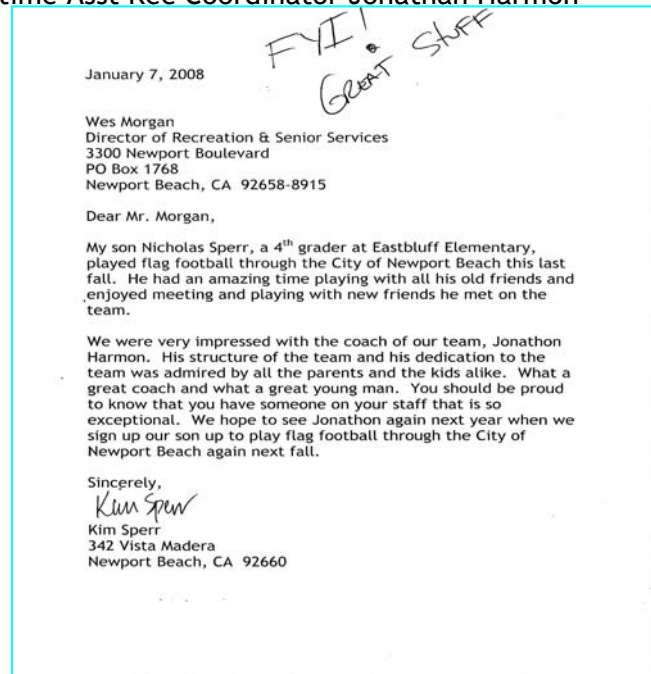
- Superintendent Sean Levin and Managers Matt Lohr and Christine Stempleski completed the mandated (NIMS) National Incident Management System Training during the month of January. Four full days of intense training were required of all City management level personnel. The training is provided by the US Department of Homeland Security.
- On January 15th, recreation staff Adam Leu, Jeremy Gordic, Ashly McPeck and Jim Skahan all attended the CPRS District X Job Coaching For Success half-day conference held in the City of Orange. Staff learned the importance of preparation steps for annual personnel reviews and gained a better understanding of their role as a job coach.

- Recreation Manager Christine Stempleski attended the Leadership Tomorrow “Water Trip” Workshop. The January workshop was a two day trip learning about the Metropolitan Water District of Southern California. She will graduate from Leadership Tomorrow in mid-June.
- On February 2nd, part-time recreation leaders attended the CPRS District X Recreation Leader Training Consortium Developing Healthy Kids Training. The workshop was designed to equip staff with the information and ideas to combat the nationwide epidemic of childhood obesity. Sessions included health and wellness activities that can be implemented into our ACTIVE KIDZ After-School, Summer Camp and Pre-school 101 programs.
- A few of our part-time and full time staff will be attending (CPRS) California Park and Recreation Society Annual Conference the week of February 26-29. This year’s conference is being held in Long Beach, California.

WELCOME - We would like to welcome Cara Lee, Chris Bustos and Vance Piggott to the Recreation Team. These 3 individuals were hired as Recreation Leaders to work in the ACTIVE kids after-school program and Youth Sports. We are very excited to have them onboard.

SUMMER PROGRAMMING - We are currently recruiting part-time personnel for our summer programs. Interviews are scheduled to begin in March and will continue until all positions are filled. We are recruiting students primarily from the local city and state colleges and from Newport Harbor, CdM and Sage Hill High School. Staff will attend numerous job fairs at the high schools and colleges during the next few months.

KUDOS - Please read letter below regarding part-time Asst Rec Coordinator Jonathon Harmon





Recreation & Senior Services Department

To: Parks, Beaches and Recreation Commission

From: Celeste Jardine-Haug, Senior Services Manager

Re: Senior Services Division Monthly Activities Report



Charitable Activities - We spent most of this month preparing for the many charitable activities that the staff at OASIS leads. We collected canned food for families at SOS, toys for the children at Someone Who Cares Soup Kitchen, homemade knitted blankets are given to nursing home residents, and we are making gift baskets for homebound seniors that need some holiday cheer. Staff leads these activities with donations for our participants.

Wine and Cheese Party - In keeping with our holiday tradition, we held our annual Holiday Wine and Cheese party that has been very successful the past few years. One hundred & eighty people took advantage of this opportunity. Music was provided by Jazz Attack.

Lectures - Dave Dickstein from Seniors Against Investment Fraud/California Dept. of Corporations, spoke about protecting yourself from investment fraud. Seniors learned about the 15 most common scams perpetrated on them. This organization targets California consumers over the age of 50 with information aimed at preventing fraudulent scams and investment and telemarketing practices.

Hoag Hospital had Dr. Michael Krychman presented *Sexual Health and Intimacy in the Golden Years*. He discussed how aging and chronic medical conditions can impact a woman's sexual health and intimacy.

Holiday Luncheon - Staff celebrated the holidays with a special luncheon for those who will be alone on Christmas day with music provided by the Candlelight Carolers.

Pancake Breakfast - The Friends had a fun pancake breakfast in December with one of the City's Rent-a-Santa in attendance. The breakfast is a fun place to bring grandchildren so having Santa made it a very special day. The breakfasts usually have about 225 people in attendance.

Car Fit - OASIS offered a program that is sponsored by AARP and the AAA which assesses how good a driver fits into their car. One thing older drivers can do to adapt to factors that affect their driving is to make changes to their vehicle to make it "fit" better. These adjustments make drivers more comfortable and in control of their vehicles.

Grief Support Group - A new grief support group began this month that is being led by Heartland Hospice. The group will meet for 10 weeks and will provide an opportunity to meet with others who have experienced similar losses.

Tax Season begins - Sign up for the free tax preparation program began in January and as usual the appointment schedule is filling up fast. The appointments begin in February and will run through April 15. Eight tax counselors and this year they will all be doing returns via the internet. Our program is for people of all ages, but are limited to incomes of \$60,000 or less.

Irvine Valley College Emeritus Program - Staff has now established a relationship with Irvine Valley College. They will be providing emeritus classes for seniors at the Newport Coast Community Center. The classes began in mid-January and so far they are being well received. We are using them instead of Coastline College, who we use for Emeritus class at OASIS, because NCCC is located in Irvine's district. Staff is working with the students and staff at NCCC to make the transition smooth.

**CITY OF NEWPORT BEACH
OFFICE OF THE CITY ATTORNEY**

TO : Chair and Members of the Parks, Beaches & Recreation Commission

FROM: Robin L. Clauson, City Attorney

RE : Interpretation and Implementation of Reforestation Procedures in Council Policy G-1

DATE : January 30, 2008



This memo will provide my interpretation of the G-1 Policy with direction for future reforestation requests involving homeowner associations (“HOA’s”). It appears that as often happens over a period of years, practice takes over and one loses sight of the basic goals and purposes of the policy. Policy G-1 was adopted by the City Council as direction to staff and the Commission on how to maintain the City’s urban forest and provides findings and considerations for making decisions regarding removal or reforestation of City trees.

When interpreting the policy the Commission and staff should be mindful of the policy’s goal and purpose:

“Goal of Policy. To establish and maintain appropriate diversity in tree species and age classes to provide a stable and sustainable urban forest within 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 supplement 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 program replacement are necessary to preserve this charm while at the same time protecting views consistency with Council Policy G-3 and preventing public and private property damage.”

The 2004 G-1 Policy revisions succeeded in clarifying the various processes for removing City trees and recognized the need to allow for reforestation of trees under certain

circumstances. In areas with legally recognized HOAs it was the City Council's intent to allow for reforestation of City trees of certain species that were not, or are no longer, a designated tree for the area and the natural spread or height of the tree caused an impact to blue water views that could not be improved without excessive municipal trimming.

The revisions also clarified procedures for removal and replacement of trees that were designated special trees, problem trees, trees that were diseased or created a hazardous condition; or trees that had grown to such an extent that the tree roots caused repeated hardscape or structural damage to both above and below ground improvements.

The City Council has not and may not legally delegate decision making authority to any private party or HOA. As a result, it should be clear that the Commission and staff are the only decision makers regarding the City trees unless the matter is appealed to the City Council. With this limitation in mind, Commissioner's Allen's recollection of the intent of G-1 is important as it relates to the City Council's desire to balance the interest of protecting the City's urban forest and the interest of residents in retaining their blue water views.

It is my advice to staff and to the Commission that for future reforestation requests, the Commission make their decisions based upon the following process:

1. Before processing a reforestation request from either a HOA or by petition, staff should confirm and/or be able to report to the Commission the following:
 - i. That the reason for the removal is authorized under G-1 and that the procedures outlined in the request have been followed.
 - ii. Any information related to history of damage cause by the tree; history of repairs or trimming; staff recommendations and the opinion of the Urban Forrester, as may be applicable;
2. At the hearing the Commission should consider the following after any testimony is given:
 - i. The Commissioner's own observations, if any, of the site of the tree(s) to be replaced and the stated reasons for the reforestation;
 - ii. All available information that the G-1 procedures were followed and the conditions for reforestation have been met, including staff analysis. *(Note the G-1 Policy requires that for Reforestation applications by HOAs there must be a resolution of the Board of Directors formally requesting the 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.)*

Chair and Members of PB&R Commission
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January 30, 2008

3. If the Commissioners find the procedures were followed and the conditions have been met to reforest the tree for one of the stated, authorized reasons, then the presumption will be that the application may be approved and should not be denied without evidence to rebut the presumption. In other words, opposition alone from others outside the HOA's community is not sufficient for the Commission to deny the application.

Hopefully this will be helpful to the Commission and to Staff for future reforestation requests. I will be available at the Commission meeting on February 6th to answer any questions.

RC:da

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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.

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.

TREE TRIMMING STANDARDS

The City Council has adopted tree trimming cycles for trees of different ages and species. Tree trimming cycles and trimming standards shall represent the maximum feasible frequency given current fiscal conditions. Except as provided in the Supplemental Trimming Section below, trimming shall be in accordance with the standards of the International Society of Arboriculture (ISA). In those communities with a legally established community association, periodical tree trimming with an emphasis on height reduction will be considered by the City Urban Forester upon written request by the association.

SUPPLEMENTAL TREE TRIMMING

The City will consider, and as a general rule approve, requests to trim certain trees more frequently or to trim trees consistent with practices applied prior to the adoption of ISA standards (to enhance public and private views, preserve required sight/distance standards, or other public purposes) which are submitted by affected private property owners or the board of a legally established community association and the request is accompanied by a completed "Supplemental Tree Trimming Form" and full payment for the requested tree trimming. However, since these practices often require 'topping' or possible disfiguring of a tree(s) and are often aesthetically displeasing and injurious to a tree, reforestation shall only be considered when supplemental tree trimming is impractical or infeasible as determined by the Urban Forester.

The General Services Director shall establish procedures to implement the supplemental trimming provisions of this Policy. An approval must be obtained from a legally established association by the requestor of supplemental tree trimming in areas with an active homeowners' association if the requested trimming is to be undertaken within the association area.

[Attachment 1- Special Trees]

[Attachment 2- Tree Inspection Report]

Adopted - May 9, 1966
Amended - August 14, 1967
Amended - November 9, 1976
Amended - November 12, 1985
Amended - November 28, 1988
Amended - March 14, 1994

Amended - April 11, 1994
Amended - February 26, 1996
Amended - July 14, 1997
**Amended (Administratively) -
November 24, 1997**
Amended - August 10, 1998
Amended - February 22, 2000
Amended - April 27, 2004

Formerly I-9

ATTACHMENT 1

SPECIAL TREESLANDMARK
TREES

Balboa Library	Eucalyptus globulus (3)
Balboa Library	Phoenix canariensis (2)
West Jetty View Park (near Historical Marker)	Phoenix canariensis (2)
Dover Drive at Westcliff	Liquidambar styraciflua (4)
Ocean Blvd. Corona del Mar	Phoenix canariensis (5)
Westcliff & Dover (Groves) Bike Trail	Eucalyptus globulus (134)
Main Street	Ficus microcarpa 'Nitida' (1)
City Hall	Ficus microcarpa 'Nitida' (2)
Balboa Boulevard Median	Araucaria heterophylla (1)
Ensign View Park	Erythrina caffra (1)
Lido Isle Medians	Pinus pinea (4)
Bob Henry Park	Ficus rubiginosa (1)
Castaways Park	Phoenix canariensis (1)
Wedge Area	Myoporum laetum (6)
Dover Drive east of Irvine Avenue	Erythrina caffra (1)

DEDICATED
TREES

No. Mariners Park (Marcie Schrouder)	Pinus radiata
Mariners Park (Frank Tallman)	Pinus radiata
No. City Hall grounds (Billy Covert)	Ficus benjamina
City Hall grounds (Walter Knott)	Pinus halepensis
City Hall grounds (Calif. Bicentennial)	Pinus halepensis
Las Arenas Park (Ed Healy)	Melaleuca linarifolia
Mariners Park (Isy Pease)	Pinus halepensis
City Hall grounds (U.S. Bicentennial Freedom Tree)	Harpephyllum kaffrum
Buffalo Hills Park (Bahia Community Earth Day Celebration)	Erythrina caffra
Peninsula Park (Gray Lunde Tree)	Chamaerops humilis
Cliff Drive Park (Gary Lovell)	Quercus agrifolia

DEDICATED
TREES (contd.)

Begonia Park (Cheryl Bailey Ringwald)	<i>Prunus cerasifera</i>
Castaways Park (Jan Vandersloot) (Jean Watt)	<i>Quercus agrifolia</i>
Peninsula Park (Don Perdue)	<i>Ravenea rivularis</i>
Grant Howald Park (Pete Munro) (Mark Munro)	<i>Metrosideros excelsus</i>
Bob Henry Park (Bob Henry)	<i>Ficus rubiginosa</i>
Cliff Drive Park (Dr. Vandersloot)	<i>Quercus agrifolia</i>
Veterans Park (Rosemary Rae Hill Hansen)	<i>Lagenstroemia indica faueri</i>
Mariners Park (N. Beach Sunrise Rotary Club) (Christopher & Marisha Thomposn) (Meghan & Camielle Thompson)	<i>Stenocarpus sinuatus</i> <i>Pinus eldarica</i> <i>Pinus eldarica</i>
West Newport Park (Brownie Girl Scout Troop 2072)	<i>Spathodea campanulata</i>
Buffalo Hills Park (N. Beach Sunrise Rotary Club)	<i>Stenocarpus sinuatus</i>
Castaways Park (Nancy & Jack Skinner) (Bob & Susan Caustin)	<i>Quercus agrifolia</i>
Bayside Park (Newport-Irvine Rotary Club)	<i>Pyrus calleryana</i>
Castaways Park (Eva Victoria Najera)	<i>Quercus agrifolia</i>
Begonia Park (Dr. Leo V. Turgeon)	<i>Bauhinia blakeana</i>
L Street Park (Tim Van Ostenbridge)	<i>Cassia leptophylla</i>
Castaways Park (John D. Woodruff)	<i>Platanus racemosa</i>
Grant Howald Park (Jean & Coalson Morris)	<i>Cassia leptophylla</i>

DEDICATED
TREES (contd.)

Old School Park (Jean & Coalson Morris)	<i>Cassia leptophylla</i>
Mariners Park (Sierra Beth)	<i>Bauhinia variegata</i>
Cliff Drive Park (Francis P. Hemenway)	<i>Cassia leptophylla</i>
Grant Howald Park (Skipper Mark Howes)	<i>Hymenosporum flavum</i>
Castaways Park (Michael F. Gustin)	<i>Platanus racemosa</i>
(Yen Chu Kuo)	<i>Quercus agrifolia</i>
(Grover Stephens, PH.D.)	<i>Platanus racemosa</i>
(Logan David Burley)	<i>Quercus agrifolia</i>
(Sawyer Dean Burley)	<i>Quercus agrifolia</i>
(Virginia Najera)	<i>Quercus agrifolia</i>
(Joe Clarkson)	<i>Quercus agrifolia</i>
(Sawyer Dean Burley)	<i>Quercus agrifolia</i>
Eastbluff Park (Lucy Huntsman)	<i>Hymenosporum flavum</i>
Irvine Terrace Park (Dana Harmon)	<i>Liquidambar styraciflua</i>
(Sister City of Okazaki)	<i>Pinus nigra</i>
Bonita Canyon Sports Park (Fern Pirkle)	<i>Melaleuca linariifolia</i>
Gateway Park (Virginia Herberts)	<i>Cassia leptophylla</i>
West Coast Highway & Superior Ave City Parking Lot (Louise Greeley)	<i>Cassia leptophylla</i>
Bayview Park (Gene Atherton)	<i>Cinnamomum camphora</i>
West Newport Park (Russell Marc Beaumont)	<i>Erythrina caffra</i>
(Jeff Steven Reinker)	<i>Erythrina caffra</i>

NEIGHBORHOOD

TREES

Shorecliffs Entrance	<i>Erythrina caffra</i> (51)
Marguerite Avenue	<i>Phoenix canariensis</i> (109)
Goldenrod Avenue	<i>Washingtonia robusta</i> (144)
Dover Drive (Mariners to Irvine)	<i>Eucalyptus globulus</i> (3)
15th Street (Newport Heights)	<i>Eucalyptus cladocalyx</i> (29)
Irvine Avenue Median	<i>Eucalyptus globulus</i> (130)
Holiday Road	<i>Eucalyptus globulus</i> (18)
(between Irvine Ave & Tustin Ave)	
Along Avon Avenue	<i>Eucalyptus globulus</i> (8)
Via Lido Bridge	<i>Eucalyptus globulus</i> (14)
Marine Avenue (Balboa Island)	<i>Eucalyptus</i> (Various Species) (34)
Seaview Avenue (Corona del Mar)	<i>Pinus radiata</i> (19)
Poppy Avenue (Corona del Mar)	<i>Eucalyptus rudis</i> (73)
Heliotrope Avenue (Corona del Mar)	<i>Pinus radiata</i> (18)
Candlestick Lane (Baycrest)	<i>Eucalyptus citriodora</i> (21)
Commodore Road	<i>Eucalyptus citriodora</i> (2)
Starlight Circle	<i>Eucalyptus citriodora</i> (11)
Glenwood Lane	<i>Eucalyptus citriodora</i> (7)
Sandalwood Lane	<i>Eucalyptus citriodora</i> (7)
Newport Center Drive	<i>Washingtonia robusta</i> (363)
Fourth Avenue	<i>Eucalyptus globulus</i> (48)
Clay Street	<i>Ficus microcarpa</i> 'Nitida' (21)
(Irvine Ave to St. Andrews Road)	
Leeward Lane	<i>Fraxinus uhdei</i> "Tomlinson" (43)
L Street Park	<i>Quercus suber</i> (39)
M Street Park	<i>Pinus pinea</i> (1)
West Newport Park	<i>Metrosideros excelsus</i> (55)
Santa Ana Avenue	<i>Eucalyptus robusta</i> (33)
Eastbluff Park	<i>Ficus macrophylla</i> (1)
Vista Del Oro Median	<i>Erythrina caffra</i> (6)
Rhine Wharf Park	<i>Archontophoenix cunninghamiana</i> (12)
Mariners Drive	<i>Jacaranda mimosifolia</i> (52)
Along Riverside Avenue	<i>Schinus terebinthefolius</i> (12)
(adjacent to Cliff Drive Park)	
Cliff Drive Park	
(Scout House)	<i>Ficus benjamina</i> (1)
Buena Vista and Lindo Avenue	<i>Erythrina caffra</i> (1)
128 Kings Road	<i>Roystonea regia</i> (1)
128 Kings Road	<i>Pseudobombax ellipticum</i> (1)

NEIGHBORHOOD

TREES (contd.)	Cliff Drive (north side, west of Dover Drive) 725 St. James Road 601 Dover Drive Margaret Drive Median Corona Del Mar State Beach	Agathus robusta (4) Eucalyptus ficifolia (1) Eucalyptus ficifolia (1) Erythrina caffra (1) Washingtonia robusta (74)
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Adopted - May 9, 1966

Amended - November 9, 1976

Amended - November 28, 1988

Amended - October, 1993

Amended - July 14, 1997

Amended - January 25, 1999

Amended - February 22, 2002

Amended - April, 23, 2002

Amended - April 27, 2004

Amended - May 10, 2005

ATTACHMENT 2

CITY OF NEWPORT BEACH
GENERAL SERVICES DEPARTMENT
TREE INSPECTION REPORT

Name _____

Address _____

Phone Number _____

Request _____

Botanical Name _____

Common Name _____

Designated Street Tree _____

Estimated Tree Value _____

Damage _____

Parkway: Concrete ___ Brick ___ Turf ___ Other ___

Comments _____

Inspected by _____ Date _____

Recommendation _____

Reviewed by _____ Date _____



Recreation & Senior Services Department

To: Parks, Beaches and Recreation Commission
From: Sean Levin, Recreation Superintendent
Re: Eastbluff Park – Request to Install Electricity for the Batting Cage

RECOMMENDATION

Approve the proposed project at Eastbluff Park to run electricity from the restroom building to the batting cage.

BACKGROUND

The batting cage at Eastbluff Park is utilized by Newport Harbor Baseball Association during their season and by the Bat Rays Baseball Program in the off season.

The batting cage at Eastbluff Park does not presently have electricity. The batting cage requires an extension chord to run from the batting cage to the restroom each time the cage is utilized. This creates an electrical safety concern.

If this project is approved it will be subject to Section XIII of the *Field Allocation & Use Policy*,

“Any request to modify or improve any City facility shall be submitted for review to the City Parks and Recreation staff for consideration. No permanent structures or equipment shall be erected on City facilities unless approved by the City and dedicated for community use.”

Proposal – Newport Harbor Baseball Association and the Bat Ray’s are proposing to run electricity from the restroom facility. Newport Harbor Baseball Association submitted plans for the project which were routed to the Utilities Department for a preliminary review. The review resulted in no suggested changes to the plan. The Bat Ray’s program and Newport Harbor Baseball Association propose to fund the project and will be responsible for obtaining all necessary permits and replacement of any landscaping that is damaged as a result of the project. Correspondence from both organizations is attached. The work should be completed by February/March if approved.

Attachments: 1. Request from Newport Harbor Baseball Association President Fred Cornwell
2. Email from Bat Rays President Duane Hastings
3. Site photos

NEWPORT HARBOR BASEBALL ASSOCIATION

To whom it may concern:

Please allow Bayshore Electric to submit plans, on behalf of Newport Harbor Baseball Association, for electrical outlets at Eastbluff baseball field. We are proposing to correct the previously improperly installed electrical system. We are attempting to correct the system before the upcoming season, so your attention to this matter is greatly appreciated. This project is being funded by the "Bat Ray" baseball organization and we have agreed to allow the use of our pitching machine when we are out of season. We will dedicate all the facilities to the City once they are installed and City inspections confirm their completeness.

Regards,

Fred Cornwell
President, N.H.B.A.

Levin, Sean

From: dhasting@wellsfargo.com
Sent: Wednesday, January 16, 2008 5:20 PM
To: jim@lawsonmarketing.com; Levin, Sean
Cc: Stempleski, Christine; Dingwall, Matt; fcornwell@pca1.net
Subject: Re: RE: RE:

To all those on this e-mail. The Newport Beach Bat Rays are donating the money necessary to fund the electrical project at Eastbluff. The project will be dedicated to the city upon completion as stipulated in Section XIII of the Field Allocation and Use Policy (I listed below). We are glad to be a part of the improving of the facilities for the kids of Pony League. Let me know if you need any additional acknowledgments.

Duane Hastings
President
Newport Beach Bat Rays
949-433-4981

-----Original Message-----

From: Jim Lawson (Lawson Marketing) <Jim@LawsonMarketing.com>
To: 'Levin, Sean' <SLevin@city.newport-beach.ca.us>; Hastings, Duane D.
CC: 'Stempleski, Christine' <CStempleski@city.newport-beach.ca.us>; 'Dingwall, Matt' <MDingwall@city.newport-beach.ca.us>; 'Fred Cornwell' <fcornwell@pca1.net>
Sent: Wed Jan 16 19:08:26 2008
Subject: RE: RE: RE:

Duane, can you please respond.

Jim Lawson
The Lawson Marketing Group, Inc.
24 Corporate Plaza, Suite 100, Newport Beach, CA 92660 P (949) 474-5006 C (949) 887-4711
F (949) 975-0700

<mailto:Jim@lawsonmarketing.com> Jim@lawsonmarketing.com
<<http://www.lawsonmarketing.com/>> www.lawsonmarketing.com

From: Levin, Sean [mailto:SLevin@city.newport-beach.ca.us]
Sent: Wednesday, January 16, 2008 2:57 PM
To: Jim@LawsonMarketing.com
Cc: Stempleski, Christine; Dingwall, Matt; Fred Cornwell
Subject: RE: RE: RE:

Jim I read the revised letter from NHBA after I sent this email and did not realize you were with Bat Rays and my understanding is the Bat Ray's are funding this project. If this is the case I will need a letter from Bat Ray president with the following information:

1. That the league will be funding the electrical project.
2. That the project will be dedicated to the city upon completion as stipulated in Section XIII of the Field Allocation and Use Policy (I listed below).

XIII. MODIFICATIONS

Any request to modify or improve any City facility shall be submitted for review to the City Parks and Recreation staff for consideration. No permanent structures or equipment shall be erected on City facilities unless approved by the City and dedicated for community use.

Thank you

From: Jim Lawson (Lawson Marketing) [mailto:Jim@LawsonMarketing.com]
Sent: Wednesday, January 16, 2008 1:32 PM
To: Levin, Sean
Subject: RE: RE: RE:

good, thanks for making it happen.

Jim Lawson
The Lawson Marketing Group, Inc.
24 Corporate Plaza, Suite 100, Newport Beach, CA 92660 P (949) 474-5006 C (949) 887-4711
F (949) 975-0700

<mailto:Jim@lawsonmarketing.com> Jim@lawsonmarketing.com
<<http://www.lawsonmarketing.com/>> www.lawsonmarketing.com

From: Levin, Sean [mailto:SLevin@city.newport-beach.ca.us]
Sent: Wednesday, January 16, 2008 1:21 PM
To: Jim@LawsonMarketing.com
Subject: RE: RE: RE:

Jim received the plans today! Our City Electrician is on his way over to review the plans. At this point I have everything I need. The only hold up would be if there was an issue with the plans. I will let you know ASAP if anything comes up. We are on track.

Thanks

From: Jim Lawson (Lawson Marketing) [mailto:Jim@LawsonMarketing.com]
Sent: Wednesday, January 16, 2008 1:16 PM
To: Levin, Sean
Subject: RE: RE: RE:

Do you have everything you need to get this submitted on time?

Jim Lawson
The Lawson Marketing Group, Inc.
24 Corporate Plaza, Suite 100, Newport Beach, CA 92660 P (949) 474-5006 C (949) 887-4711
F (949) 975-0700

<mailto:Jim@lawsonmarketing.com> Jim@lawsonmarketing.com
<<http://www.lawsonmarketing.com/>> www.lawsonmarketing.com

From: Levin, Sean [mailto:SLevin@city.newport-beach.ca.us]
Sent: Monday, January 14, 2008 8:17 AM
To: jim@lawsonmarketing.com
Cc: Fred Cornwell; Stempleski, Christine
Subject: sp: RE: RE:

So we are all on the same page on this I will reiterate the process. Plans and written request from NHBA to be submitted to me and I will route to city electrician for comment. I will then prepare a report for the Parks, Beaches and Recreation Commission meeting. Commission will make the decision to accept or deny the project. In order to make the February 6th meeting I will need the plans by this Thursday, January 17th. If not we are looking at the March 4th PBR meeting.

The earliest work on this project could begin would be February 7th if we make the February PBR meeting and project is approved.

Please contact me should you have any questions.

Thank you.

From: Jim Lawson [mailto:jim@lawsonmarketing.com]
Sent: Friday, January 11, 2008 6:24 PM
To: Levin, Sean
Subject: RE: RE:

Sean, thanks.

Please help us process this ASAP. We need this operating by Feb. 1st.

Jim Lawson
The Lawson Marketing Group, Inc.
24 Corporate Plaza, Suite 100, Newport Beach, CA 92660 P (949) 474-5006 C (949) 887-4711
F (949) 975-0700

<mailto:Jim@lawsonmarketing.com> Jim@lawsonmarketing.com
<<http://www.lawsonmarketing.com/>> www.lawsonmarketing.com

From: Levin, Sean [mailto:SLevin@city.newport-beach.ca.us]
Sent: Friday, January 11, 2008 11:25 AM
To: Fred Cornwell; jim@lawsonmarketing.com
Subject: sp: RE:

He called me yesterday, he is going to come by today to pick up some plans to assist him.

From: Fred Cornwell [mailto:fcornwell@pcal.net]
Sent: Friday, January 11, 2008 11:23 AM
To: jim@lawsonmarketing.com; Levin, Sean
Subject:

Jim - Recreation contact is Sean Leven.

Sean - Jim's electrical contractor is submitting plans to rectify past sins at Eastbluff - please go easy on them.

Thanks,

Fred Cornwell, P.E.

PCA Engineering

18551 Von Karman Ave., Ste. 140

Irvine, Ca. 92612

(949) 724-9480; fax. (949) 724-9484

No virus found in this incoming message.

Checked by AVG Free Edition.

Version: 7.5.516 / Virus Database: 269.19.2/1223 - Release Date: 1/13/2008 8:23 PM

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Version: 7.5.516 / Virus Database: 269.19.5/1228 - Release Date: 1/16/2008 9:01 AM

