

City of Newport Beach  
Parks, Beaches & Recreation Commission  
Tuesday, October 7, 2008 - 7pm– City Council Chambers

**AGENDA**

**ORDER AND ROLL CALL**

**DIRECTOR'S COMMENTS**

- Director Detweiler
- Director Harmon
- City Council Actions

**PUBLIC COMMENTS**

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

**NOTICE TO THE PUBLIC**

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

**CONSENT CALENDAR**

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

**ACTION**

4. [Bench Donation Request.](#) Discussion/decision of bench donation by Pam Scalzo to be located on D Street and the Oceanfront boardwalk.  
Action: Approval / Disapproval
5. [Bench Donation Request.](#) Discussion/decision of bench donation by Richard Bobinski to be located at the Little Corona beach walkway.  
Action: Approval / Disapproval
6. [Bench Donation Request.](#) Discussion/decision of bench donation by Bennie Davis to be located at the Galaxy View Park.  
Action: Approval / Disapproval

**COMMITTEE REPORTS**

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

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

**ADJOURNED**

# CITY OF NEWPORT BEACH

Parks, Beaches & Recreation Commission

Regular Meeting

September 2, 2008 - 7pm

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Convened 7:10pm

## ROLL CALL

Present: Marie Marston, Chair  
Tim Brown  
Kathy Hamilton  
Greg Ruzicka  
Cristine Trapp, Vice Chair

Absent: Bill Garrett  
Phillip Lugar

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

## DIRECTOR COMMENTS

Director Detweiler introduced herself to the Commission noting that she has 20 years of recreation background and had begun her career as a Recreation Coordinator at the OASIS Senior Center. Since that time she has worked at the cities of Signal Hill, Long Beach and as the Director of Recreation & Community Services for the City of Cypress. She went on to say that she is looking forward to working with the fabulous staff of the department as well as with other departments within the City. Director Detweiler introduced new Recreation Manager Janet Cates stating that had left the City of La Palma after 25 years to join the Newport Beach Team and noted that she has is a leader in the recreation field and that staff is very happy to have her join the Recreation and Senior Services Department.

Director Detweiler announced that the SunDay FunDay on August 17<sup>th</sup> was a fabulous event and well attended by the residents with great entertainment and weather and congratulated staff on a job well done.

Superintendent Levin announced how happy the staff was to welcome Director Detweiler to the department and noted that she also is a recognized leader in the recreation profession.

Director Harmon also welcomed Director Detweiler to the group and noted that she had stopped by the Yard for a grand tour.

## PUBLIC COMMENTS

Bill Ficker distributed a copy of an aerial map of the City Hall lot entitled *Opportunities for Existing City of Newport Beach City Hall Site* to the commissioners. He stated that with the City Hall in the Park plan campaign many questions had arose regarding the site. He asked that the Commission request that Council permit the Commission to take public input and evaluate what should happen to the property. He also reminded the Commission that the service area 1 has a deficit of 21.6 acres and that this would be a great location for temporary events. He requested that he be allowed to address the Commission at a subsequent meeting for approximately 10-15 minutes regarding future parks and opportunities, specifically service area 3 - for Dover West and Castaways planning.

## CONSENT CALENDAR

1. Minutes of the September 2, 2008 regular meeting. Waive reading of subject minutes, approve and order filed.

2. Item pulled by member of the public
3. **Recreation & Senior Services Activity Report.** Receive/file monthly Activity Report for activities and upcoming projects.

Motion by Chair Marston to accept items 1 & 3 of the Consent Calendar. Motion carried by acclamation.

2. **Park & Operations Division Activity Report.** Jan Vandersloot asked the Commission to review the tree removal report specifically the 12 emergency tree removals with an asterik stating dead tree and/or potential liability. He stated that he had concern regarding the use of potential liability as that reason has never been part of the G-1 Policy and asked what exactly constitutes a potential liability.

Director Harmon stated that the reporting of these trees has been added to the activity report in the past couple of months because dead tree removal had not been recorded in the past.

Superintendent Sereno stated that since Director Harmon began, every tree removed is recorded and that every removal report is signed off by the Director, the City Manager and the Council Member from that particular district is notified with a letter and the picture of the dead tree before the tree is removed. He went on to say that potential liability literally means "dead tree."

Motion by Commission Brown to accept item 2 of the Consent Calendar. Motion carried by acclamation.

#### ACTION

4. **Bayside Village Homeowners Association Beautification Project.** Superintendent Sereno stated that this presentation is for information only. He went on to say that that staff had been approached by Bayside HOA because of the decline of their trees and will be requesting removal of these trees. He stated that the HOA had requested that this be accomplished all at once and not wait until all the declining trees are dead.

Director Harmon stated that there had been discussion at the Commission level when the street tree was redesignated for that block and that had included the discussion of the removal of all the trees because of the disease. He stated that at that time several Commissioners had mentioned that it might be better to remove those trees as part of a beautification program. Staff met with the HOA regarding the landscaping and irrigation and the City's role as far as the replacement of the trees.

Director Harmon stated that this is an informational report only and would not be coming back to the Commission.

#### Chair Marston opened the public discussion

Jan Vandersloot referred to the letter in the staff report from RPW stating that the preliminary results are that the trees are diseased but that the infected branches could be pruned and suggested that staff use that strategy rather than removal of the trees.

Director Harmon stated that this would certainly take the diseased part of the trees out but would not cure the tree and would continue to deteriorate.

Malcolm Reed, HOA President thanked staff for their help. He went on to say that 13 trees have been removed and the remaining trees are diseased. He went on to say that staff had asked for a commitment from Bayside Village regarding the landscaping, groundcover and irrigation along

Bayside Drive, which they have and would like to complete the entire beautification project of by winter 2009. He stated that once the 53 trees were removed that they would irrigate the area but would like to get the trees in first and then the irrigation and ground cover. So he went on to request that the City remove the 21 trees that are diseased immediately and replace with the Queen Palm and Magnolia in September or October and watering by the City for 90 days.

Director Harmon stated that as long as there is a letter of commitment that staff would be ok with this request.

**Chair Marston closed the public discussion**

5. **Request for Temporary Lights at Bonita Canyon Sports Park Field #5 by Newport-Mesa Soccer Club.** Superintendent Levin stated that staff had received this request from October 1 - November 14, 2008 & January 12 - February 27, 2009 from dusk until 7:45pm. He went on to report about field allocation and stated that club sports do not get the chance for lit fields. He stated that they had requested this last year and noted that Park Patrol was out there on a regular basis to confirm that the lights were turned off. No instances of any problems were reported. However one complaint was received last year concerning that the lights would be permanent. He went on to say that over 1300 notices were mailed out. Superintendent Levin recommended approval of this request. He stated that he did receive one letter from Lee & Pat Harkless requesting disapproval. He asked that the letter be added to the file.

In answer to Commissioner Brown's question, Superintendent Levin stated that he had received two phone calls not in favor and two in favor the regarding the placement of temporary lights..

**Chair Marston opened the public discussion**

The following people spoke regarding the temporary lights:

In Favor

Tom Anderson  
Kay Yasaguchi  
Mark Arblaster  
Judy Cipriani  
Nathan LaMorre  
Ruth Kobiashi  
Dr. Pananer  
Scott Allen  
Tara & Christa  
Chris Becham

Against

Lee & Pat Harkless (letter read by Superintendent Levin)  
John Martino  
Steven Nelson

The following comments were made:

- Nominal impact which could be mitigated by refocusing the light
- Noise Concerns
- Concern that the lights will become permanent
- 68 nights of intense light is too much
- Because of the time change - without the lights they would not be able to practice
- Practice location would be too far for most children to get there if they had to move
- Concern that the club could not continue without the time to practice.

Tom Anderson stated that they would work with the homeowners regarding the focusing of the lights and that the lights would be turned off no later then 7:45pm.

**Chair Marston closed the public discussion**

**Motion by Commissioner Ruzicka** to approve the use of temporary lights to Newport-Mesa Soccer Club at Bonita Canyon Sports Park field #5 from October 1 - November 14, 2008 & January 12 - February 27, 2009 from dusk until 7:45pm (weekdays only). Motion carried by acclamation.

6. **Balboa Village Reforestation & City Street Tree Redesignation**. Superintendent Sereno & Arborist John Conway provided a PowerPoint presentation to the Commission. He stated that in December 1999 - A concept to revitalize the Balboa Village area was approved by the City Council. This Proposal included various improvements, including new street trees, landscaping, street furniture and street lights. He went on to say that in late late 2000 City staff held community meetings to acquaint Balboa residents and business owners of alternative tree species for Main Street. Over 75 species of street trees were displayed and discussed. As the planning process for Balboa Village continued, tree removals and replacements were discussed with various homeowner groups, such as the Balboa Peninsula Point Association, Central Newport Beach Community Association, and Balboa Village Business Improvement District. Each group concurred in the necessity to replace the existing trees within the village and participated in the selection process of alternative trees. He went on to say that in July 2001 the PB&R Commission approved change to street tree designation on Main Street to Coral Gum and on Balboa Boulevard to Willow-Leafed Peppermint. Then in May 2002 the PB&R Commission approved the Ficus tree removals and replacement trees on Main Street with Council approving it on May 28. Since that time staff has maintained a vigorous maintenance schedule on all tree sites that includes annual pruning, tree staking, fertilization, and tree replacements as necessary.

Chair Marston asked staff to comment on what 5 years of growth would look like.

Arborist Conway stated that the trees on Main Street would be about the same height but more dense with better looking foliage; the ones on Balboa Blvd would be much taller.

Chair Marston was concerned with the reasons why these failing trees were selected in the first place.

Director Harmon stated that at that time the Business District wanted trees with a big canopy and clearly that is not what we got. He went on to say that staff has spent the last several years trying to breathe life into the trees. . He stated that this would be a great beautification project for that area. He stated that this is not an immediate project because obviously there is some fundraising that must be done; probably a phased program. He went on to say that staff has not received any negative feedback.

Discussion ensued regarding size and species of the trees selected and the possibility of donations with plaques to offset the costs.

Commissioner Trapp approved the use of the Palm tree for that area. But as a follow up if these trees have 6 feet of brown trunk how much would there be in 5 years?

Arborist Conway stated that it is a slow growing tree so there would be an additional three feet of growth in 5 years.

**Chair Marston opened the public discussion**

David Muller, Newport Harbor Museum Director, and member of the Business Improvement District (BID) Board and stated that they are 100% in support of this project. He went on to say that the beautification project is much needed and has been agreed upon by all members. He stated that the BID has committed \$5,000 this year and anticipates that they will commit another \$5,000 next year.

WR Belding, Central Newport Beach HOA member and resident of the BID. He stated that that map shown does not display the entire area of the BID. He went on to say that after looking at the costs for this project and that it should be covered by the City's General Fund. He stated that the area between the piers has been overlooked by City for many years and that the BID should not have to use their money for this project. He stated that his biggest concern is that this has not come before the Board and would need to go before the City Council before it is approved.

Jan Vandersloot stated that he is concerned about the court protected Ficus tree. He commented that it does not appear that this request meets the requirements for reforestation, i.e. letters from the applicant, criteria, etc., and was concerned that the notification only went as far as Edgewater and that the Peninsula goes out beyond the Point. He stated that the Commission should not be making a decision tonight and urged that that the item be tabled.

Director Harmon stated that the one Ficus tree will remain. He went on to say that staff is asking the Commission to review the plan and support it when it goes to City Council and that they are not asking for a reforestation at this time. He stated that staff is requesting redesignation of the trees from the Commission. But because of the funding issue the project would go before the City Council. He stated that this is more of a beautification project and that the word reforestation should be crossed off the subject line of the agenda. Again he asked the Commission to redesignate the trees on Main Street and Balboa Blvd from the Coral Gum and the Eucalyptus to the Guadalupe Palm and support the plan as staff brings the project forward to City Council.

He stated that 150 notices were mailed but more will be noticed when the project is presented at City Council.

Commissioner Brown suggested that the entire Peninsula should be noticed.

In response to Chair Marston's question, Director Harmon stated that G-1 applies on the redesignation request; and then asked for the Commission support for a Beautification project and is not part of the G-1 Policy.

Ken Drellishak, member of the Balboa Point Association stated that there has been no discussion between the BID & BPPA with respect to the funding split of approximately \$50,000. They have no assessment authority; the funding is premature and is about twice the annual budget of the BPPA. He also noted that he is President of a charitable organization to could be the repository for funds for this project that would be tax deductible. He went on to say that the funding for this project seems large and possibly premature.

Cindy Doran stated that she has been meeting with staff and Council Member Henn and the president of the BID regarding the funding for this project. She stated that the project would cost about \$198,000 and that they would like to begin to solicit for funds to show the Council that they are moving forward. That they would request that the Council match the remaining portion of the project. She stated that this is premature but they would like to begin sending fliers out to residents and businesses of Balboa to show their attempt to raise these funds.

**Chair Marston closed the public discussion**

Chair Marston asked what the schedule would be for this beautification project.

Director Harmon stated that it was completely based on the successful efforts of the fundraising.

**Motion by Commissioner Brown** to approve the redesignation of the trees on Main Street and Balboa Blvd from the Coral Gum and the Eucalyptus to the Guadalupe Palm and support the beautification plan as staff brings the project forward to City Council. Motion carried by acclamation.

**COMMITTEE REPORTS -**

Parks - Commissioner Brown stated that a future meeting be set. Director Detweiler suggested that the meeting be set for 6pm on October 7. Commissioner Brown suggested that an email be sent out.

RSS - Nothing to report

AD- Hoc

–Youth Sports Liaison - Nothing to report

–Community Services Award - Nothing to report

Other

–MarinaPark - Nothing to report

**FUTURE AGENDA ITEMS**

Commissioner Brown stated that the Commission should be cognizant of what happens to the City Hall site and offer the opportunity to Mr. Ficker and others to speak about their ideas at a time when appropriate.

**ADJOURNED- 8:56pm**

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



# General Services Department

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PB&R Commission Agenda  
Item No. 2  
October 7, 2008

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

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

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

## Parks Maintenance Division Activities

1. Parks Maintenance Division staff continues working with the Public Works Department on numerous projects in planning and construction phases. The Mariners Park Restroom Project has been completed.

Projects currently underway include: Upper Bay View Park, Coastal Peak Park, and the Grant Howald Park Tennis Court Renovation Project.

Projects that are in the planning phases include: Sunset Ridge Park, Marina Park, Oasis Senior Citizen Center, Grant Howald Community Center Renovation, and the MacArthur Median Tree Planting Project from Bonita Canyon Road to San Joaquin Hills Road.

2. During the busy summer months, Parks staff inspects and cleans the City Parks seven days per week to assure the safety and enjoyment of park visitors.

The Parks Division staff coordinated numerous events over the summer that included: CdM 5K, an "Art in the Park" event, four "Concert in the Park" events, three "Shakespeare in the Park" events, the "Sunday Fun Day", and the "National Night Out".

Parks Division staff coordinated the renovation of several athletic fields, notably Arroyo Park Bonita Creek Park, Bonita Canyon Sports Park, and Lincoln Athletic Center. The Parks Division expended over \$65,000 in completing these projects.

3. Parks and Trees Division staff responded to calls and concerns regarding bees in the City parks and right-of-way areas. The infestations usually occur in flowering City parkway street trees. Since January, staff has responded to 25 bee calls. The City only eradicates bees in City trees and public right-of-way areas. Property owners are responsible for hives on private property. Recently, a large bee hive was found in one of the trees at the



Corporation Yard. The hive, which was located up into the tree, had to be cut out. It was determined by Bee Busters that the hive had been there for over a year.

Bees are only dangerous when they are defending their colony, not when foraging for pollen, collecting water, or swarming. Much to the dismay of some residents, exterminators are prohibited by State/Federal law(s) from disturbing bees when the insects are foraging. Residents are urged to call General Services Department at (949) 644-3055 if they come across a bee hive that may be dangerous.



4. On Tuesday, September 16, Department team members were treated to a barbeque lunch sponsored and served by the superintendents. The lunch is a way for the Department Management Team to thank everyone for their hard work during the busy season. Special guests were Council Members Don Webb and Nancy Gardner, City Manager Homer Bludau, Central Warehouse staff members Kurt Brouwer, Anthony Nguyen, and Shaun Tormey, and General Services Department retirees. Among the retirees in attendance were: Marcy Lomeli, John (and Sally) Moritz, Bill Burns, Adrian Morton, and Dan Maestas.



### **Trees Division Activities**

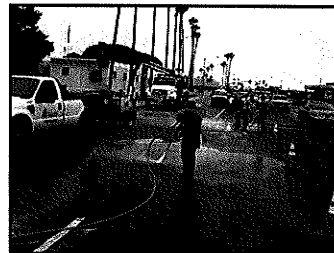
During the month of August, 743 trees were trimmed, 47 trees removed, and crews responded to 4 emergency tree calls. The City's tree services contractor, West Coast Arborists, recently completed pruning all palm and coral trees within the City of Newport Beach and will begin pruning trees within the Santa Ana Heights, Spyglass and Balboa Peninsula areas, as part of the City's overall grid trimming schedule. Additionally, 455 City Ficus trees are scheduled for pruning throughout the City to discourage nesting of nuisance birds and severe fruit drop.

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

### **Beach Maintenance Activities**

1. Operations Support crews responded to clean up a spill from a container of oil that had fallen off a truck at the corner of Newport Boulevard and Finley Avenue. Beach Maintenance Supervisor Tom Anderson was the first to arrive at the scene and quickly assessed the situation. Tom and his crews barricaded lanes of Newport Boulevard in order to safely begin the clean up process.

Following the application of absorbent material, the City's pressure washing contractor was called in to remove the remaining oil residue from the street. Finally, the City's vacor truck was brought on-scene to reclaim the wastewater from the pressure washing. By 11:00 a.m. the street was completely cleaned and safe for travel.



2. Beach Maintenance and Parks Maintenance Division staff were kept busy with the post Labor Day weekend clean up and the preparation for the 5<sup>th</sup> Annual Coastline Car Classic Show at Corona del Mar Main Beach. The beach, park, and restroom facilities, were groomed, cleaned, and washed down.

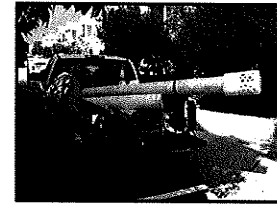
On Sunday, September 7, crews made final touches to the site in preparation for the 200 classic cars to be displayed. In addition, the restroom facilities were cleaned and re-stocked throughout the day.

3. Staff has begun the annual cleaning of the 600 plus trash receptacles which are placed throughout the beach areas and in the high profile commercial districts. These cans really take a beating during the summer months and always get some needed sanitizing this time of year.
4. The Beach Maintenance staff has been assisting the Storm Drain Crew in the removal of 435 inlet guards in front of area catch basins to reduce the potential for flooding during the upcoming rainy season. The inlet guards have proven to be one of the best structural improvements that the City has made in the fight to keep debris from washing into our harbor and ocean during the spring and summer months. The program, implemented six years ago, has continued to expand to include more high pedestrian traffic areas.



5. With the successful completion of the summer season, Beach Maintenance staff is assisting the Storm Drain Division in preparation for the coming winter season. Crews installed a new six inch, 2,750 gallon per minute watering pump at 30<sup>th</sup> Street and Lafayette Avenue, along with new hard line piping.

The pump will be utilized during periods when rain events and high tide occur simultaneously. The pumping of the water from the storm drain systems during these periods reduces the potential for street flooding and private property damage. The pump is built inside a sound reduction compartment which reduces the operational noise levels, and is a welcome change for area residents, since the pump is operated at all hours of the day and night.



The pump has been enclosed with white vinyl fence panels, its light weight design makes for easy assembly and storage, and is maintenance free. The new higher capacity pump and decorative enclosure is a welcome addition for area residents who live in one of the City's low lying area.

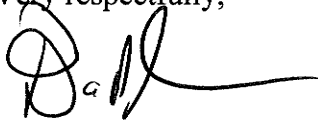


6. In order to meet the National Pollutant Discharge Elimination System mandates for the storm drain cleaning, the City's new cleaning contractor has started the labor intensive maintenance task of inspecting, cleaning 3,209 catch basins, and 16,479 lineal feet of open drainage ditches within the City.

United Storm Water, which is starting their first year of a new five year contract, will be using two vacuum trucks, as well as hand crews in order to have all drainage systems cleaned before the start of the rainy season. As a result of using contractual assistance, the Storm Drain Crew will be able to catch-up on deferred maintenance of the City's 86 tidal valves. Additionally, staff continues to maintain the inlet guard, and catch basin filter programs associated with clean water programs.

See attached General Services Department, Activities Report for August 2008.

Very respectfully,

A handwritten signature in black ink, appearing to read 'Dan P. Sereno', with a long horizontal flourish extending to the right.

Dan P. Sereno  
Parks and Trees Maintenance Superintendent

A handwritten signature in black ink, appearing to read 'Jim Auger', with a long horizontal flourish extending to the right.

Jim Auger  
Operations Support Superintendent

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



# Public Services Department

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

	July	August	September	October	November	December	January	February	March	April	May	June	Total
Tree Removals	0	0											0
Emergency Tree Removals	*12	*47											59
Claim Related Tree Removals	0	0											0
Reforestation Tree Removals	0	0											0
Problem Tree Removals	0	0											0
<b>Total Removals</b>													<b>59</b>
Trees Planted	28	0											28
Reforestation Requests	0	0											0
Reforestation Approved	0	0											0
Removal Requests	0	0											0

\* Dead trees & Potential Liability



# General Services Department

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Parks and Trees Division  
Fiscal Year 2008-2009

## Claim Removals

Month	# Trees	Location
July-08	0	
August-08	0	

## Problem Tree Removals

Month	# Trees	Location
July-08	0	
August-08	0	

<b>August 2008 General Services Department Activities Report</b>	<b>THIS MONTH</b>	<b>THIS MONTH LAST YEAR</b>	<b>TOTAL TO DATE</b>	<b>TTD LAST YEAR</b>
<b>ASPHALT/CONCRETE</b>				
Street Patching (Tons of Blacktop)	375	504	840	751
Sidewalk Repaired (sq. ft.)	3,650	4,535	7,110	12,620
Curb & Gutter Replacement (lin. ft.)	577	630	819	773
Sweeping, Beach Cleaning, Demo Materials (tons)	314	475	718	813
Asphalt/Concrete Recycled (tons)	560	320	964	745
<b>SIGNS &amp; TRAFFIC MARKINGS</b>				
Signs Made	2,110	78	4,113	119
Signs Installed	171	163	619	381
Decals	185	329	485	529
Special Purpose Signs/Banners	17	175	117	227
Street Striping (lin. ft.) Added/Replaced	3,731	174,188	9,155	174,891
Pavement Markings (including reflective)	115	292	151	310
Parking Stalls	0	0	0	0
Curb Painting (lin. ft.)	4,482	10,609	14,846	29,479
Thermoplastic (lin. ft.)	0	0	0	4
Sign Posts Installed	25	23	60	40
<b>GRAFFITI</b>				
Graffiti Incidents Removed by Staff	12	295	19	742
Graffiti Incidents Removed by Contractor	115	103	233	186
<b>REFUSE COLLECTION</b>				
Residential (tons)	3,224	3,467	6,869	6,843
Liquid HazMat Incidents	7	21	14	27
E-Waste Incidents	24	51	48	91
U-Waste Incidents	6	12	12	25
Recyclables (tons)	921	850	1,962	1,868
<b>TREES</b>				
Trimmed by Staff	259	288	415	421
Trimmed by Contractor	743	846	2,391	1,573
Removed	47	0	59	14
Planted	0	8	28	14
Roots Pruned by Contractor	0	0	0	0
Roots Pruned by Staff	3	21	23	87
<b>AUTOMOTIVE</b>				
Repairs	274	322	573	584
Preventive Maintenance Completed	82	85	162	153
PM Labor Hours	236	193	432	336
<b>BEACH MAINTENANCE</b>				
Beach Area Refuse (tons)	187	137	345	288
Beach Debris (tons)	76	89	204	219
<b>SWEEPING/STORM DRAIN</b>				
Gutter Miles Swept	4,566	5,443	9,948	10,731
Sweeping Debris (cubic yards)	521	602	1,180	1,206
Storm Drain Debris (cubic yards)	40	45	75	85

**Recreation & Senior Services Department**  
**Monthly Activities Report**

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To: Parks, Beaches & Recreation Commission

From: Laura Detweiler, Recreation & Senior Services Director

The following information is enclosed:

- Page 2 – Reports on the activities of the Recreation Division.
- Page 9 – Senior Services Division Program.

# RECREATION SERVICES

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

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## ADULT SPORTS

SAFETY IMPROVEMENTS ADDED TO ENSIGN GYM - Brand new protective wall padding was recently installed at the Ensign



Junior High School Gym by the Recreation & Senior Services



Department. The padding was installed under both baskets on the north and south walls of the full court to protect players from injuries as they charge down the court. Tomark Sports, the approved vendor, used a complex set of graphics and cutouts to form the padding professionally around existing fixtures. The pads sport the Ensign Seabees flying bee logo and title. This

improved feature will be enjoyed by all the adult basketball teams. The Ensign gym is used for City adult basketball leagues 44 weeks a year, approximately 600 games and involve 7,200 players!

ANOTHER RECORD-BREAKING SOFTBALL SEASON BEGINS - Staff was surprised and pleased with the response to the fall softball season registration. Ninety-five coed and men's teams signed up and squeezed into the lineup. The cry of "batter up!" was heard the week of September 8 as all the teams began their 10-game season. In order to fit this many teams on the fields, many of the leagues feature 8-team "double bye" schedules, in which 6 teams play and 2 teams are off on a given league night. These unique leagues require 13 weeks to complete the 10-game per season requirement. The department hopes that no rain will fall during these special fall leagues and can conclude before the holiday season.

VOLLEYBALL - Contractor Ric Jennings' popular co-ed volleyball program continues to fill the Lincoln Gym on Thursday nights with 21 teams playing during the fall season. Teams rotate by playing matches and officiating other matches each Thursday night. The most unusual problem with this program is that volleyballs get stuck in the rafters of the gym. Maintenance Workers Scott Amend and Eric Foley use the City lift to remove these stuck volleyballs.

SOCCER - The rousing adult co-ed 11 vs 11 soccer league kicked off on September 2<sup>nd</sup> with 41 teams competing in 3 divisions across the city at Bonita Creek, Arroyo Park and 2 fields at Lincoln Athletic Center. The majority of adult soccer games begin at 8:30pm to accommodate the youth sports user groups.

BASKETBALL - Basketball season tipped off on September 9<sup>th</sup> with 77 teams competing with teams scheduled to play at Lincoln gym, Newport Coast, West Newport Community Centers, and the Ensign School gym.

## YOUTH SPORTS / YOUTH PROGRAMS

FLAG FOOTBALL - *Kick off is finally here - let the games begin!* Over 300 participants have registered for Flag Football and been placed on a record 24 teams, which have been formed from the City's elementary schools. Team practices began the week of September 15, with *Friday Night Lights* games played on Friday evenings at Bonita Creek Park beginning September 26. These youth games are very popular, attracting parents, friends and entire families out to the park to watch their favorite players play the great American sport of football. Games begin on three different fields from 4-8pm. Come on down - you don't want to miss the fun and excitement!

YOUTH SPORTS COMMISSION IN ACTION - Even though the Youth Sports Commission meets twice per year (their next meeting is scheduled for December), their positive influence is already being felt. The busy fall sports season began September 2 for the City's six youth sport commission groups. It is a credit to the volunteers of these groups who coach, schedule, train, and officiate a variety of sports programs that involve over 3,000 of the youth of Newport Beach. The commission member groups include AYSO Regions 57 and 97, Newport Harbor Baseball Association, Newport Beach Little League, Junior All American Football, and Pacific Coast Girls Fast Pitch. Their representatives assist City staff with coordination of field use and maintenance, and equipment storage. Many thanks to the Parks staff from General Services who prepared the fields during the summer maintenance period

ACTIVE Kidz After-School Program - With the beginning of school, ACTIVEKidz is back in session at Mariners Park, West Newport Community Center and CYC. ACTIVEKidz provides a fun, safe, and educational after school environment for youth from school dismissal until 6pm daily. Children enjoy planned indoor and outdoor activities, homework assistance, and creative arts. This program is designed for the participants to have fun, gain a sense of confidence, develop interests and improve skills. Healthy snacks are provided daily. Prior to the start of school, staff negotiated with the Newport-Mesa Unified School District (NMUSD) to provide bus transportation from Newport Elementary School to the West Newport Community Center. A bus pass (\$200 for the entire year) is required for this service payable to NMUSD.

In preparing to open ACTIVEKidz, Supervisor Racquel Valdez and Assistant Coordinator Angela Ernst met with the principals from Mariners, Harbor View, Newport Heights and Newport Elementary to welcome them back to school and discuss any potential challenges and opportunities for the program. The principals then welcomed Recreation staff to their *Back to School* nights in order to promote the program.



PRE-SCHOOL 101 - The start of the new school year has been exciting with Pre-School 101 held at Mariners and Newport Coast. The first six week session began September 8 at Mariners with 20 three and four year olds and 25 enrolled at Newport Coast Community Center. This program assists children on their road to kindergarten readiness!

NEW TRAINING RESOURCE IDENTIFIED FOR PRE-SCHOOL STAFF - Thanks to Seanior Recreation Leader Melia Fernandez and one of the Pre-School 101 site leaders, all staff involved in this program will have access to a new training resource: the California Preschool Instructional Network (CPIN), developed by the California Department of Education's Child Development Division in corroboration with the Center for Child and Family Studies and the California County Superintendents Educational Services Association. They disseminate information, training and resources through online and direct seminars such as *Numbers and Counting*, *Writing Development from Scribbles to Script*, *Shapes and Space: Preschool Geometry*, *Preschool English Learners*, and *Construction Zone: Numbers Sense*. Membership is free, and staff members are eager and willing to learn more in order to make Pre-School 101 an even better program.

## TEEN PROGRAMMING

YOUTH COUNCIL - Applications for the 2008-09 Youth Council have been available at all Newport Beach high schools with a due date to apply of September 24. The first meeting is scheduled for October 13. The first meeting will include a presentation by Arlene Greer, a member of the Mayor's Green Task force, with a challenge to the Youth Council to develop and implement a possible green project for the school year that will involve the youth of Newport Beach. Approximately 20 youth will be selected to serve on the Council, whose purpose is to connect the youth to their community. The Youth Council will meet once per month for the school year, and will produce Challenge Day and Youth Government Day in addition to service projects and other assignments.

TEENS - Staff is developing the new teen drop-in program for 7<sup>th</sup> through 10<sup>th</sup> grade teens, appropriately called *Friday Night Lights*, which will begin October 3 and run for 7 weeks through November 21. The program at Newport Coast Community Center will run from 7-10pm and will feature Wii tournaments, movies on the big screen, music, basketball contests, and more. The price for admission is \$5 per visit or \$30 for the entire season. Promotional postcards will be distributed during lunchtime at the high schools during the week of September 22-26.

## AQUATICS

Thanks to the Summer Olympics, residents have been signing their children up into the City's youth water polo and swim team programs. This coming weekend, Olympian Genai Kerr hosted a water polo clinic for the CdM youth water polo club at the Marian Bergeson Aquatic Center.

## CONTRACT CLASSES

RECAP SUMMER 2008 - To show appreciation to the Summer Camp Instructors, staff hosted the *End of Summer Wrap-up Meeting* at the Arches Restaurant on September 17. Topics of the evening included program brainstorming, areas of success and improvement in 2008, and marketing trends and the economy in 2009. Staff has begun recruiting new camps and updating marketing material for summer 2009 to ensure another successful summer exists.

WINTER CLASSES - To boost December registration, a Special December Brochure will be produced and will include accelerated programs holiday workshops and camps. Additionally, staff has been working on the redesign of the *Newport Navigator* & *NCCC Guide*, scheduled to hit stands the last week of October.

## NEWPORT COAST COMMUNITY CENTER

Senior Classes a Success at NCCC - With the upcoming closure of OASIS for construction, the NCCC has begun taking on many senior classes. In addition to regularly scheduled bridge and Irvine Valley College programs, new classes for fall and winter will include Spanish and other languages, additional bridge activities and support groups. As more residents become aware of the facility, the NCCC should see a rise in participants for senior activities, with courses like Mat Pilates, Oil Painting and Ballroom Dancing filling rooms to the brim.

Sound & Lighting Update - NCCC staff met with the Utilities Department to discuss sound and lighting concepts drawn up by Cibola this week. These changes will update the existing theatrical stage with top notch sound and lighting equipment this winter.

Safety is Top Priority at NCCC - Special thanks to Deputy General Services Director Mike Pisani staff for installing guardrails along the ground of the handicap ramps. The handrails were not to code, and were potentially a danger to residents with wheelchairs. All our residents can now be assured of the highest safety standards at NCCC.



## FACILITY RENTALS

During the period of Aug 16, 2008 - Sept 15, 2008 there were:

- 20 Picnic/Park Area Rentals
- 12 Room Rentals
- 11 Field Rentals
- 10 Gym Rentals

There was 1 wedding reservation— Peninsula Park Gazebo- 8-17-08, 50 guests

## PARK PATROL

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

During the month of August - Park Patrol had the following contacts:

1. Requested Calls
  - 69 with Youth Sports Groups
  - 61 Field related issues/checks- monitored use of fields by Youth Sports organizations and club teams, turned on/off field lights, stopped golfing on Bonita Creek Field, assisted staff with soccer tournament at Lincoln Fields, stopped adults

- drinking alcohol at Bonita Creek Field, advised youth sports coaches that they were on the wrong field at Eastbluff Park, reported dead grass spots at Mariners Field.
- 21 Park/Picnic/reservation issues/checks: monitored scheduled picnic reservations at various parks, assisted a group with a reservation at Peninsula Park, checked on picnic reservation at Irvine Terrace Park, monitored a wedding at Peninsula Park and a birthday party at Irvine Terrace Park, checked West Newport Park for a racquetball tournament.
  - 166 Community Center issues/checks: unlocked and locked various community center rooms/gyms, checked on weekly meetings at community rooms, checked on Mariners Library entry and parking lot daily for disruptive juveniles.
  - 28 Playground checks - checked all playgrounds for safety issues and vandalism. Reported basketball nets needing replacement at Cliff Drive Park, stopped kids from skateboarding on the gazebo at Peninsula Park, advised a boy not to hang on the basketball rim at 38<sup>th</sup> Street Park, stopped youth skateboarding on the playground at Channel Place Park, stopped men from playing basketball after dark at 38<sup>th</sup> Street Park.
  - 27 other- checked on a group of men break dancing at the Newport Pier for money, assisted the lifeguards with illegal vendors at Cdm Beach, reported tire track damage at Begonia Park, stopped kids constructing a bmx track near Grant Howald Park, advised a catering truck that they could not conduct business in City parks, provided directions for a lost tourist, reported a damaged handicapped sign at Bonita Creek, stopped numerous groups from barbequing illegally at CDM Beach, checked on 1/1 Memorial Statue at Castaways Park, assisted City Tidepool rangers at Little Corona Beach, Monitored new Centennial sculpture daily at Newport pier.
  - 3 Pre-event check
  - 2 Post-event checks

## 2. Public Contacts

- 56 education
- 4 alcohol
- 22 dog related

Written Warnings Issued - 12 for bbq's on the beach at CDM Beach.

Citations Issued - 5. Two were issued for private instruction at Arroyo Field, one for no permit at Lincoln, one for a man who refused to pick up after his dogs at Cliff Drive Park, and one for a parking violation at City Hall.

**Additional Info:** On July 11<sup>th</sup> Lead Park Patrol Officer Craig Brown was called to the Summer Camp at CYC/Grant Howald Park by our staff. The staff reported to Craig that one of the participants, Daniel was injured while playing on the playground equipment and had possibly broke his arm. Craig responded right away and quickly assessed the situation. Craig administered minor precautionary 1st aid to Daniel and monitored him while his father drove to the camp location. A short time later, Daniel's father arrived and it was determined that he should be taken to the hospital. Craig escorted Daniel and his father to the hospital and made sure they arrived safely and that Daniel got inside quickly to receive the medical care he needed. Daniel's father was very appreciative and wrote a letter to his supervisors thanking him. We commend Craig for his professional service and caring attitude!

## SPECIAL EVENT PERMITS

As of Sept. 15, 2008, there were 219 Special Event Permits processed and issued for the year. Those events of note for this period are:

Sunday-Funday- BCSP - Aug 17, 2008 Attendance:2000

CDM 1 Mile Swim- CDM Beach - Aug 23, 2008 Attendance: 250

Pacific Coast Triathlon- Crystal Cove State Park - Sept. 7, 2008 Attendance: 1300

CDM Car Show- CDM Beach - Sept. 7, 2008 Attendance: 2000

Lido Yacht Expo- Newport Harbor - Sept. 11-14, 2008 Attendance: 2400

## PARK & CAPITAL IMPROVEMENT PROJECTS

SUNSET RIDGE PARK - Recreation and Public Works staff met with a sub-committee of the Crest Homeowners Association to discuss design details for the approved Sunset Ridge Park concept. This was the first meeting with the Crest to discuss issues that include access from the Crest and design considerations for the property line between the Park and the Crest.

BEGONIA PARK - A big thank you to General Services staff for heading up a joint project to repair and improve landscaping at Begonia Park. The landscaping will greatly improve the look adjacent to the play areas and reduce erosion and run-off from the hill above the park.



REMODEL OF CYC - Plans were submitted to the Building Department on September 12 and returned to City staff and the architect in 4 business days! The architect is making the revision to the plans and staff hopes to have the project out to bid by early October with a mid-November start date. Staff is anticipating that the center will be closed from November 2008 - February 2009.



PENINSULA PARK SWINGS - The harsh marine environment at Peninsula Park requires ongoing maintenance for the play equipment to retain its safety and esthetics. Staff recently sanded and repainted the swing hardware, replaced the swing chains and seats.

**GRANT HOWALD PARK TENNIS COURTS RE-FENCING PROJECT** - On September 22, Harris Fencing began to replace the fencing at the Grant Howald Park. The project will be completed by mid November and will include new fencing and poles, resurfacing of courts, windscreens and a new entry off the parking lot next to Harborview Elementary School. Staff is working closely with Public Works and General Services Department on this project.



**MARINA PARK** - Over the past month staff has worked with Bundy/Finkle Architects to refine the interior layout of the Community Center and Sailing Center to best meet the anticipated programming needs of the facilities. Special attention has also been paid to designing to make the facility as safe as possible from the perspective of lines of sight and elimination of blind spots in the facilities. Staff will visit the Long Beach Aquatic Center and the US Sailing Center in October to tour their facilities and discuss programming and partnership models with their staff.

## **STAFF TRAINING & UPDATES**

**PARK DESIGN & MAINTENANCE TRAINING** - Recreation and General Services staff attended the 2008 Park Design & Maintenance Mini-Conference held on September 3 in Ranch Cucamonga. Presented by the California Park and Recreation Society's Districts X and XI, the conference was attended by over 170 park professionals from Orange County, Los Angeles County, Riverside and San Bernardino Counties. Recreation Manager Matt Lohr and Department Assistant Ashly McPeck served on the planning committee and handled registration for the event. Sessions included Playground Construction, the Park Development Process, Conserving Water, Native Plants in Our Parks, Landscape Management, and Organic Fertilizer for Parks & Landscape. One of the session highlights was entitled *The Do's and Don't of Synthetic Turf*. Five staff members attended and returned with ideas, notes, answers and references on the topic.

## **SPECIAL EVENTS**

**WINTER WONDERLAND** - Sleigh bells will be ringing and snow falling in Newport Beach on December 6 at the 20<sup>th</sup> Annual Winter Wonderland Event. Festivities will take place between 10:30am and 1pm at Bonita Creek Park.

**NEWPORT THEATER ARTS CENTER RIBBON CUTTING CEREMONY** - A ceremony to celebrate the renovation of the NTAC will be held Sunday, October 19 from 4-6pm at the theatre. Hors d'oeuvres and refreshments will be served. The renovation included expansion of the lobby, new windows throughout the facility and repair of water damaged prop storage room.

**MARINERS PARK RENEWAL** - On October 30 at noon a plaque celebrating the renewal of Mariners Park will be unveiled. The renewal included the complete renovation of the tot lot, ball fields, hardscape and restrooms. Please join us for hot dogs, popcorn and cotton candy!

# SENIOR SERVICES

To: Parks, Beaches & Recreation Commission  
From: Celeste Jardine-Haug, Senior Services Manager  
Re: Senior Services Division Monthly Activities Report

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SPECIAL EVENT - Catch the Age Wave event was a great success! The food was fantastic and the reception was a great opportunity for everyone to network and socialize. Tom Johnson acted as the MC and did a fabulous job. Speakers, Dr. Fernando Torres-Gil and Dr. Ken Dychtwald were dynamic and extremely well received by the crowd. This event stimulated interest in the new building project as well as a better understanding of the new wave of aging.



FALL LUNCHEON - The Fall Luncheon on September 17 consisted of lasagna, salad and cheesecake for dessert. The food was prepared by staff and the entertainment provided by the *Crazy Rhythm Hot Society Orchestra*.

RUMMAGE COLLECTION / SALE - Collection for the Rummage Sale began the week of September 15. This was a busy time for the volunteers who were receiving and pricing the items in the storage room. The Annual Rummage Sale was held September 26-27. This sale was run by volunteers with a lot of help from Maintenance Worker Roger Bartholow. This was the last sale until the new Center is up and running. This fundraiser for the Friends usually brings in about \$15,000 to \$20,000.

PANCAKE BREAKFAST - The pancake breakfast returned this month with a good turn out of 130 people enjoying the Saturday morning breakfast and socialization. As always a large crew of local high school students volunteered at the event.

VOLUNTEER HRS. OF SERVICES PROVIDED AT THE CENTER

1,233.50 HOURS

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

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

PARTICIPANTS IN FRIENDS OF OASIS TRAVEL/ SAILING CLUB

126 CUSTOMERS

Day Trips

Sailing Club

Sycuan Casino 56  
 Adamson House 23  
 Coronado 37

OASIS II  
 OASIS III

Long Trips

San Francisco 8  
 U.S. & Canadian National Parks 2

SPECIAL EVENTS/SCREENINGS/LECTURES

693 PERSONS

Self-Improvement Finale 106  
 Brain Power 101 60  
 UCI -Urinary Incontinence 30  
 Big Band Seminar 60  
 Movie- Bucket List 50  
 Down with Falls 20  
 Trail Trekkies 32

OASIS Golfers 162  
**Sunday Movies-**  
 Summer Stock 28  
 Talk of the Town 31  
 Road to Rio 31  
 Daddy Long Legs 33  
 Here Come the Waves 30



# General Services Department

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PB&R Commission Agenda  
Item No. 4  
October 7, 2008

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

## Recommendation

Staff recommends that the Parks, Beaches and Recreation Commission consider the bench donation request at D Street and the Oceanfront boardwalk.

## Discussion

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

The City has received a request from Pam Scalzo (Attachment A) to donate a bench at D Street and Oceanfront boardwalk. The donated bench (Attachment B) is included on the City's Official Bench List. Attachment C shows the location of the proposed bench donation.

Since the value of the bench is greater than \$1,000.00, the donation is eligible to receive a dedicatory plaque that will be placed on the bench. The submitted plaque verbiage, which complies with City Council Policy B-17, is "In Recognition of Hurricane Hank and Bodysurfing Barb Nuetzel".

Mr. and Mrs. Scalzo, Council Member Michael F. Henn, and the Balboa Peninsula Point Association have received a copy of this report and a notice of the Commission meeting. Additionally, as per the Council Policy B-17, all adjacent property owners within 300 feet of the donation site were also notified of the Commission meeting.

Very respectfully,

A handwritten signature in black ink, appearing to read "Mark Harmon".

Mark Harmon

Attachments: (A) Ms. Scalzo's Gifts for Tomorrow Order Request Form  
(B) Huntington Beach bench style picture  
(C) Picture of the proposed location

08/26/2008 TUE 9:04 FAX 49 650 0747

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08/20/2008 12:25 9099836520  
08/20/2008 WED 10:06 FAX 949 650 0747

AMBERFIELD

Gifts for Tomorrow Order Request Form

Item #	Description
	BENCH DONATION - D STREET & OCEANFRONT BOARDWALK

Contact Information

PAMELA SCALZO  
 Name  
2101 E. OCEAN BLVD  
 Mailing Address  
NEWPORT BEACH, CA 92661  
949-375-7391  
 Phone

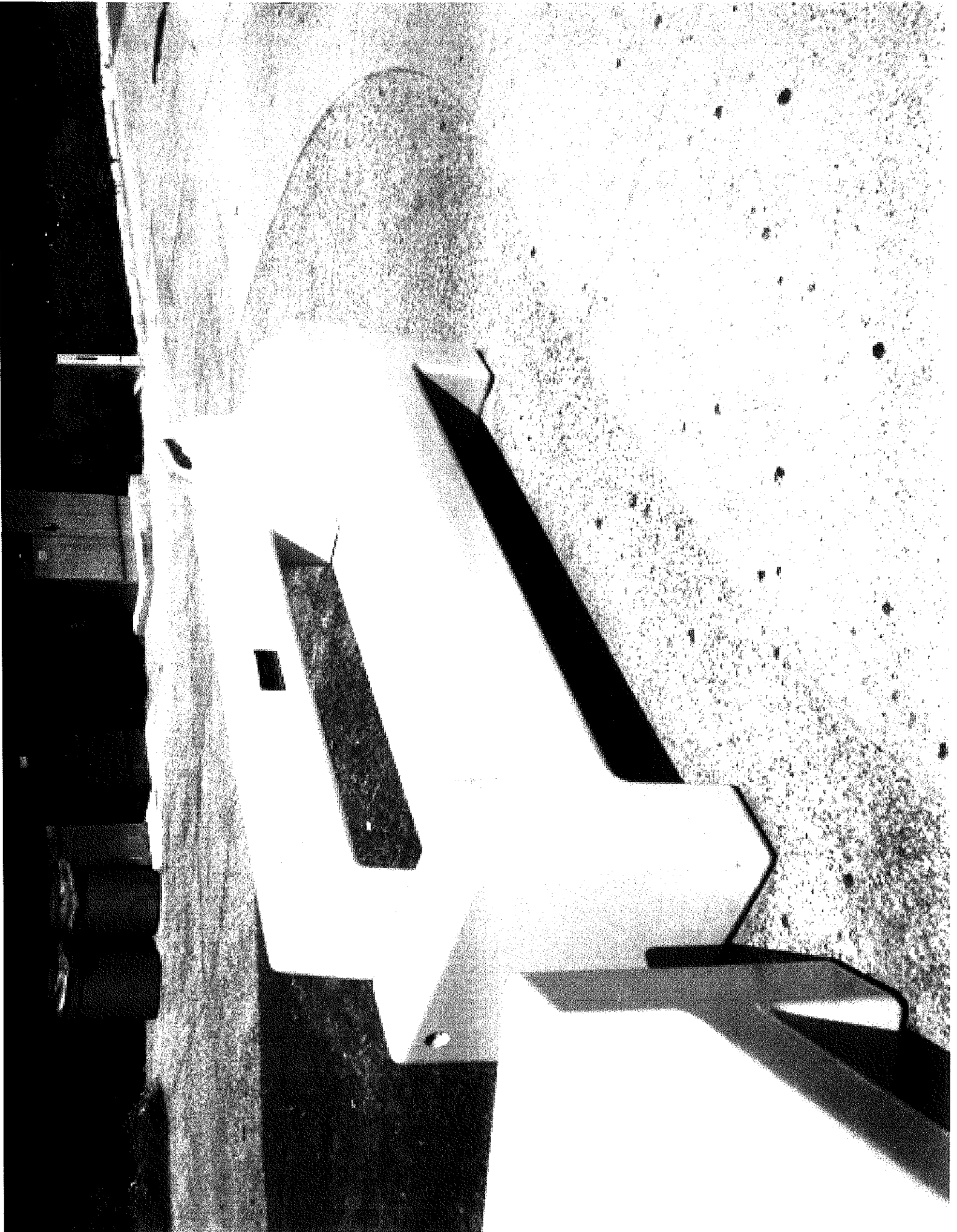
  
 Signature

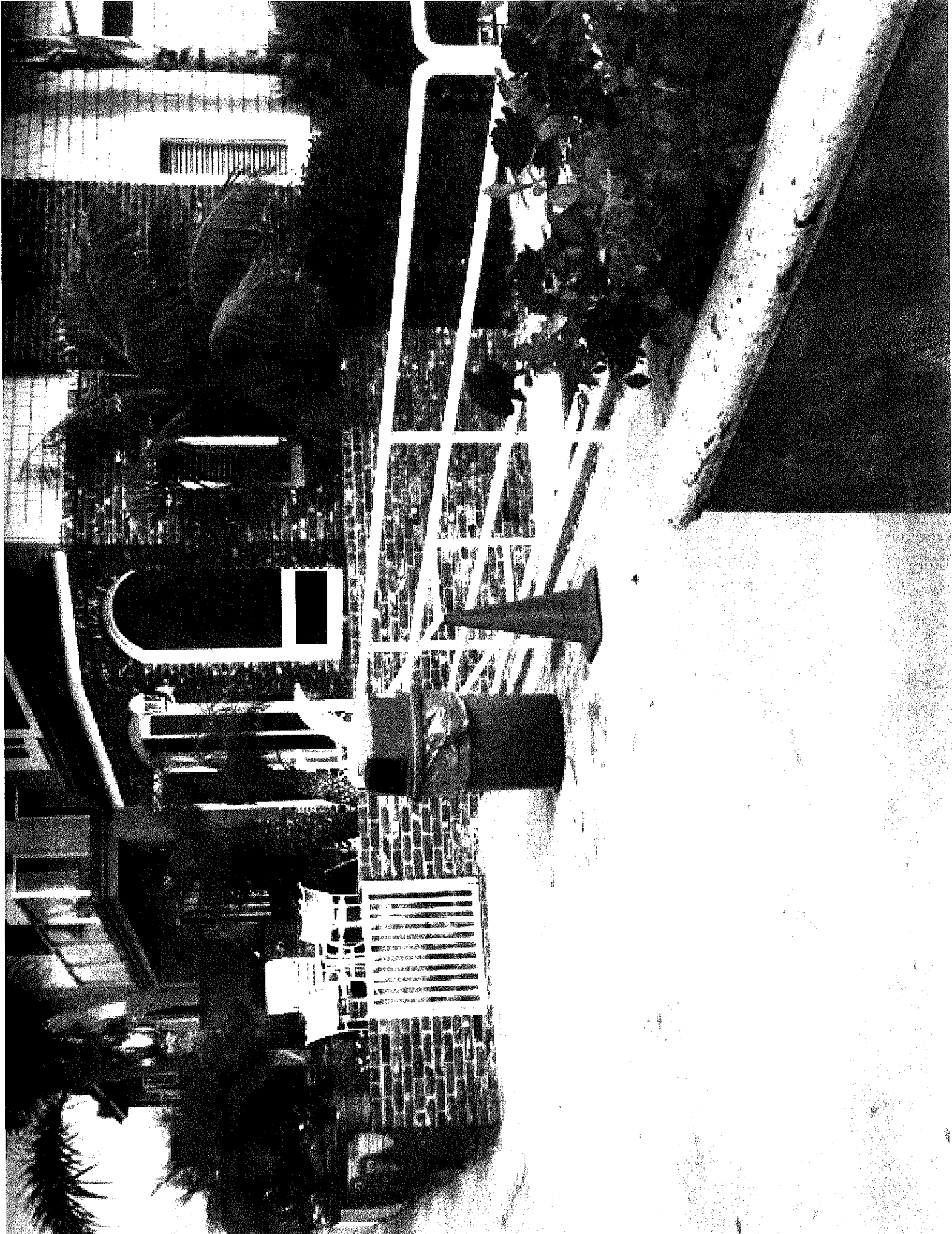
DEDICATION PLAQUE INFO

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

Yes, I am interested in a dedication plaque for my donation.

Plaque is dedicated for, **IN RECOGNITION OF**  
**HURRIKANE**  
**HANK & BODYSURFIN BARB**  
 First Name Last Name **NUETZEL**







## General Services Department

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PB&R Commission Agenda

Item No. 5

October 7, 2008

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

### Recommendation

Staff recommends that the Parks, Beaches and Recreation Commission consider the bench donation request at Little Corona beach walkway. This bench donation would replace an existing wooden bench.

### Discussion

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

The City has received a request from Richard Bobinski (Attachment A) to donate a bench at Little Corona beach walkway. The donated bench (Attachment B) is included on the City's Official Bench List and will match the existing benches at this site. Attachment C shows the location of the proposed bench donation.

Since the value of the bench is greater than \$1,000.00, the donation is eligible to receive a dedicatory plaque that will be placed on the bench. The submitted plaque verbiage, which complies with City Council Policy B-17, is "Donated for Andrea Gordon Bobinski".

Mr. Bobinski, and Council Member Nancy Gardner have received a copy of this report and a notice of the Commission meeting.

This bench donation does not require staff to notice the adjoining property owners, since this is a replacement bench.

Very respectfully,

A handwritten signature in black ink, appearing to read "Mark Harmon".

Mark Harmon

Attachments: (A) Mr. Bobinski's Gifts for Tomorrow Order Request Form  
(B) Huntington Beach bench style picture  
(C) Picture of the proposed location

Attention: Randy Kearns



FAX 949-650-0747

Gifts for Tomorrow Order Request Form

Per discussion with you.

Item #	Description
	Beach donation for little Corona beach walkway

Contact Information

Richard Bobinski

15 Hillgass

Irvine 92603

949-370-8075

Richard Bobinski

DEDICATION PLAQUE INFO

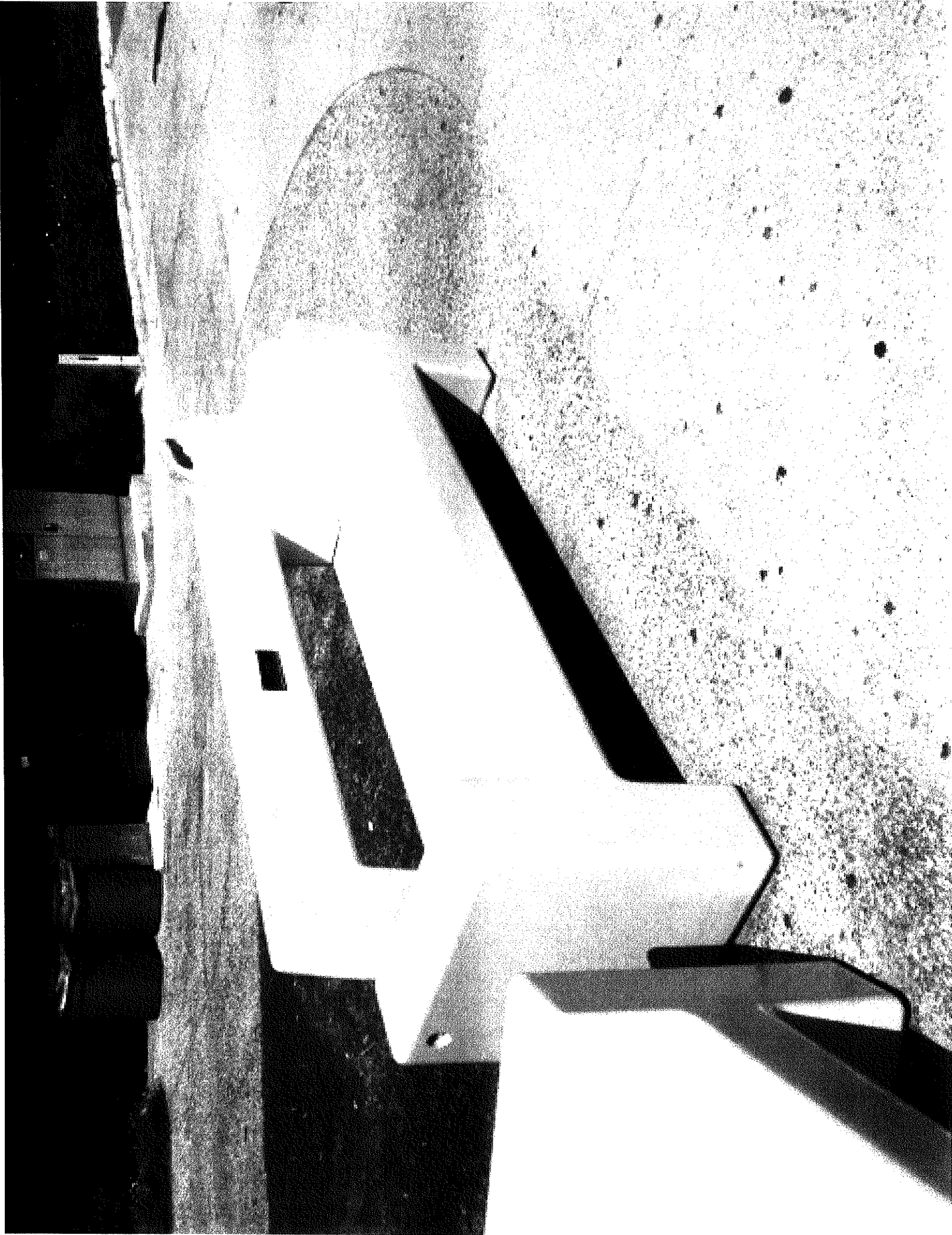
Donors may elect to provide a dedicatory plaque if the value of the donation is greater than \$1,000. Contact city staff for more information.

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

Plaque is donated for, Andrea Gordon Bobinski

First Name Last Name

Thank you!







# General Services Department

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PB&R Commission Agenda

Item No. 10

October 7, 2008

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

## Recommendation

Staff recommends that the Parks, Beaches and Recreation Commission consider the bench donation request at Galaxy View Park. This bench donation would replace an existing wooden bench.

## Discussion

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

The City has received a request from Ms. Bennie J. Davis (Attachment A) to donate a bench at Galaxy View Park. The donated bench (Attachment B) is included on the City's Official Bench List. Attachment C shows the location of the proposed bench donation.

There are presently four benches at this park. If approved, this bench donation will be the first donated at this site. Additionally, the existing wooden bench will be used elsewhere within our parks system.

Since the value of the bench is greater than \$1,000.00, the donation is eligible to receive a dedicatory plaque that will be placed on the bench. The submitted plaque verbiage, which complies with City Council Policy B-17, is "Donated for Pauline Frederick".

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

This bench donation does not require staff to notice the adjoining property owners, since this is a replacement bench.

Very respectfully,

A handwritten signature in black ink, appearing to read "Mark Harmon".

Mark Harmon

Attachments: (A) Ms. Davis's Gifts for Tomorrow Order Request Form  
(B) Huntington Beach bench style picture  
(C) Picture of the proposed location

### Gifts for Tomorrow Order Request Form

Item # 100 Description

Concrete Bench  
to be placed at  
Galaxy View Park

#### Contact Information

BENNIE J. DAVIS  
Name

1945 ANAHEIM - 13B  
Mailing Address

COSTA MESA - 92627

949-642-2649  
Phone

Bennie J. Davis  
Signature

#### DEDICATION PLAQUE INFO

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

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

Plaque is donated to:

PAULINE FREDERICK  
First Name Last Name

