



# CITY OF NEWPORT BEACH PARKS, BEACHES & RECREATION STUDY SESSION AGENDA

CITY COUNCIL CHAMBERS @ NEW CIVIC CENTER  
100 Civic Center Drive  
TUESDAY, May 7, 2013– 6PM

**PB&R Commission Members:**

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

**Staff Members:**

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

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## 1) CONVENE MEETING OF THE PARKS BEACHES & RECREATION COMMISSION TO ORDER

## 2) ROLL CALL

## 3) NOTICE TO THE PUBLIC

Public comments are invited on agenda items generally considered to be within the subject matter jurisdiction of the PB&R Commission. The City provides a yellow sign-in card to assist in the preparation of the minutes. The completion of the card is not required in order to address the PB&R Commission. Speakers must limit comments to three (3) minutes. Before speaking, we invite, but do not require, you to state your name for the record. The PB&R Commission has the discretion to extend or shorten the speakers' time limit on agenda or non-agenda items, provided the time limit adjustment is applied equally to all speakers. As a courtesy, please turn cell phones off or set them in the silent mode.

## 4) CONSENT CALENDAR

All matters listed under **Consent Calendar 4A-4G** are considered by the PB&R 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. Members of the public who wish to discuss a Consent Calendar item should come forward to the lectern upon invitation by the Chair.

### A. **Minutes of the March 5, 2013 regular meeting.**

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

### B. **Parks & Operations Division Activity Report.**

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

### C. **Recreation & Seniors Services Activity Report.**

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

### D. **Picnic Table Donation**

*Recommendation:* Approve donation of picnic table from the Pam O'Leary to be located at Peninsula Park.

### E. **Picnic Table Donation**

*Recommendation:* Approve donation of picnic table from the Kathy Arnold to be located at Peninsula Park.

### F. **Tree Donation**

*Recommendation:* Approve donation of one Pine tree from Sharon Wright to be located at Castaways Park

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This Parks, Beaches & Recreation Commission is subject to the Ralph M. Brown Act. Among other things, the Brown Act requires that the Parks, Beaches & Recreation Commission agenda be posted at least seventy-two (72) hours in advance of each regular meeting and that the public be allowed to comment on agenda items before the Parks, Beaches & Recreation Commission and items not on the agenda but are within the subject matter jurisdiction of the Parks, Beaches & Recreation Commission. The Parks, Beaches & Recreation Commission may limit public comments to a reasonable amount of time, generally three (3) minutes per person.

It is the intention of the City of Newport Beach to comply with the Americans with Disabilities Act ("ADA") in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the City of Newport Beach will attempt to accommodate you in every reasonable manner. If requested, this agenda will be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Please contact the Parks, Beaches & Recreation Commission Secretary at least forty-eight (48) hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible at (949) 644-3151 or [recreation@newportbeachca.gov](mailto:recreation@newportbeachca.gov).

**G. Reforestation Request**

Recommendation: Approve reforestation request of one City Carrotwood tree within the parkway in front of 1958 Port Locksleigh from the Newport Hills Community Association.

**5) CURRENT / NEW BUSINESS – Staff Report**

**A. Sunset View Park — A Discussion of the Conceptual Plans of Sunset View Park**

Recommendation: Review and provide feedback of the conceptual plans for Sunset View Park

**B. Special Tree Removal**

Recommendation: Consider removal of 13 Special City Landmark trees along the Groves Bike Trail.

**C. Special Tree Removal**

Recommendation: Consider removal of three Special City Neighborhood Trees from 207, 301 and 302 Marine Avenue.

**D. Special Tree Removal**

Recommendation: Consider removal of one Special City Neighborhood tree adjacent from 541 Hazel Drive.

**6) PARKS, BEACHES & RECREATION COMMISSION / STAFF ANNOUNCEMENTS, UPDATES OR MATTERS WHICH MEMBERS WOULD LIKE PLACED ON A FUTURE AGENDA FOR DISCUSSION, ACTION OR REPORT (NON-DISCUSSION ITEM)**

**7) PUBLIC COMMENTS ON NON-AGENDA ITEMS**

Public comments are invited on non-agenda items generally considered to be within the subject matter jurisdiction of the PB&R Commission. Speakers must limit comments to three (3) minutes. Before speaking, we invite, but do not require, you to state your name for the record. The PB&R Commission has the discretion to extend or shorten the speakers' time limit on non-agenda items, provided the time limit adjustment is applied equally to all speakers.

**8) ADJOURNMENT**

## CITY OF NEWPORT BEACH

### **Parks, Beaches & Recreation Commission Regular Meeting Minutes March 5, 2013 – 6pm**

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#### **1) CALL MEETING TO ORDER – 6:03 p.m.**

#### **2) ROLL CALL**

Present: Kathy Hamilton, Chair  
Tom Anderson, Vice Chair (Arrived at 6:10 p.m.)  
Ron Cole  
Roy Englebrecht  
Phillip Lugar  
Marie Marston  
Jack Tingley

Staff: Laura Detweiler, Recreation & Senior Services Director  
Mark Harmon, Municipal Operations Director  
Teri Craig, Administrative Assistant

#### **3) NOTICE TO THE PUBLIC**

#### **4) CONSENT CALENDAR**

##### **A. Minutes of the February 5, 2013 regular meeting.**

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

##### **B. Parks & Operations Division Activity Report.**

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

##### **C. Item pulled by Commissioner Tingley.**

##### **D. Item pulled by Director Harmon.**

##### **E. Item pulled by member of the audience.**

#### **Chair Hamilton opened the public discussion**

Jim Mosher commented that he had submitted written comments which were incorporated into the minutes.

#### **Chair Hamilton closed the public discussion**

**Motion by Commissioner Englebrecht**, seconded by Commissioner Lugar, to approve Consent Calendar items 4A & 4B. Motion carried by acclamation.

- C. Recreation & Seniors Services Activity Report.** Commissioner Tingley reported attending the Camp Expo part of the Newport Mesa Spirit Run and commented positively on the experience. He complimented staff for the success of the program.

### **Chair Hamilton opened the public discussion**

Jim Mosher asked the Recreation and Senior Services Director to comment on the City's negotiation with Michael Mooseland of the Christian Science Church for its sale or lease of West Newport Community Center and its future programming

Director Detweiler stated that she could not speak to a Closed Session item. However the improvements made at the West Newport Community Center has expanded the gymnastics program and that that it has been a great success.

### **Chair Hamilton closed the public discussion**

- D. Bench Donation.** Director Harmon stated that he pulled this item to confirm for the Commission that this bench donation will replace an existing bench. He referenced photos that show that that the existing bench is not a donated bench but will be replaced with one.

### **Chair Hamilton opened the public discussion**

Mrs. Marshall commented positively on working with Mr. Paul Ramirez who guided her throughout the process.

### **Chair Hamilton closed the public discussion**

- E. Additional Street Tree Designation** - Jim Mosher stated that he pulled this item to remind the Commission of their previous action to remove eighteen Blue Gum Eucalyptus trees on Holiday Road. Mr. Mosher stated that he hoped that the Commission will use care in its actions regarding the Groves Bike Trail noting that it is designated as a public landmark within the City's tree policy.

**Motion by Commissioner Englebrecht**, seconded by Commissioner Lugar, to approve Consent Calendar Items 4C, 4D and 4E. Motion carried by acclamation.

## **5) CURRENT BUSINESS – Staff Report**

- A. Lower Castaways – A Discussion on the Future of this City-Owned Property** - Director Detweiler introduced Harbor Commissioner Gehrling stating that he would be providing a report on Lower Castaways seeking the Commission's feedback.

Harbor Commissioner David Gehrling provided a presentation regarding the future of the Lower Castaways. He provided a brief background and commented that the property had been deeded to the City in 2008 by The Irvine Company and in return The Irvine Company would be able to develop other holdings within the City. He addressed the size and location and reported on its uniqueness and description of the property. Commissioner Gehrling went on to talk about the zoning designations of the property, as part of the General Plan and described restrictions versus the Coastal Land-Use Plan. He went on to say that the grant deed prohibited the development of commercial marinas and reported a need for a rezoning process. He addressed existing uses and presented some ideas for the property including a boat launch, an emergency ramp, having the area as a hub to connect to the Upper Castaways, public piers, boat storage, a community garden, parking overflow and a staging area for other City activities. Additionally, Mr. Gehrling invited Commission members to attend their Study Session on March 13 at 4:30pm

Discussion ensued regarding the Coastal Commission possible involvement, The Irvine Company's deed of the property to the City, the possibility of providing written comments for those unable to attend the study session and the benefits of developing a boat launch as well as related challenges. Ensuing discussion pertained to availability of funding for the various plans.

**Chair Hamilton opened the public discussion; seeing none the public discussion was closed.**

**Received & Filed.**

- B. Tree Donation Request** - Director Harmon reported that a donation request from Melissa Belanger to donate a Hong Kong Orchid tree to be planted at Cliff Drive Park. He stated that staff recommends approval of the request and that there will be no view issues related to the planting of the tree.

**Chair Hamilton opened the public discussion; seeing none the public discussion was closed.**

**Motion by Commissioner Englebrecht**, seconded by Commissioner Lugar, to approve donation of one Hong Kong Orchid tree by Melissa Belanger to be planted at Cliff Drive Park. Motion carried by acclamation.

- C. Special Tree Removal** - Director Harmon presented an update on the Blue Gum Eucalyptus removal on Groves Bike Trail and addressed replacement trees approved. He noted that staff had recommended removing and replacing the trees on a phased approach and reported that one of the trees recently fell and that it had not been one earmarked for removal because there were no visible signs of decay. He reported that removal and replacement will not be phased but that all of the trees will be removed and replaced right away. He reported that Arborist Dan Jensen will be included in the process and will be asked to reevaluate the remaining trees along the trail and report to the City Attorney's office. Director Harmon noted that no action by the Commission was needed.

Discussion followed regarding the need to act expeditiously and to consider the remaining Blue Gum Eucalyptus trees while developing an appropriate timeline to move forward.

**Chair Hamilton opened the public discussion**

Jim Mosher noted that Blue Gum Eucalyptus trees are Council-designated landmark trees accepted as a public benefit in return for development rights at the adjoining tract.

**Chair Hamilton closed the public discussion**

Received & filed.

- 6) PARKS, BEACHES & RECREATION COMMISSION / STAFF ANNOUNCEMENTS, UPDATES OR MATTERS WHICH MEMBERS WOULD LIKE PLACED ON A FUTURE AGENDA FOR DISCUSSION, ACTION OR REPORT (NON-DISCUSSION ITEM)**

Director Detweiler presented an update on the new Civic Center and addressed dates of closure when staff is scheduled to move to the new site. She reported that press releases will be issued by the PIO relative to the move. She also noted that there will be a partial closure on March 11 at 1pm to allow staff to clean out files, etc. She announced that the Grand-Opening is scheduled for Saturday, May 4 at 10am. She reported that staff will provide parking information and will set up a training session for the Commission to learn the new voting system in the new facility.

Director Detweiler stated that the Coastal Commission will consider the removal of the Fire Rings on March 6 in San Diego along with the height of the tower for Marina Park. Additionally, she commented positively on the Spirit Run and commended her staff for their work on the Camp Expo.

**7) PUBLIC COMMENTS ON NON-AGENDA ITEMS**

Jim Mosher referenced written comments he submitted related to the Commission's decision making authority.

**8) ADJOURNMENT – 6:52pm**

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

Approved by: \_\_\_\_\_  
Kathy Hamilton, Chair



## Municipal Operations Department

PB&R Commission Agenda  
Item No. 4B  
May 7, 2013

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

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

**SUBJECT:** *February and March Parks and Trees, and Operations Support Divisions Activity Report*

### Parks Maintenance Division Activities

Parks Maintenance Division staff continues working with the Public Works and the Recreation and Senior Services Departments on numerous projects in the planning and construction phases.

- Safety and Maintenance Training

Recently, the Parks and Trees Division hosted its annual Chainsaw Safety and Maintenance Training. In attendance were employees from Parks and Trees, Field Maintenance, and Operations Support Divisions. Groundswoker II Brett McCulloch and Irrigation Specialist Tom Diaz demonstrated professional expertise in the presentation.



- Lincoln Athletic Center Repair

Early in April, a 6-inch water line ruptured underground outside the lunch area at Lincoln Elementary School. After several contractors declined the job due to the time restraints (start on Saturday morning and be completed by Sunday evening, including patching the asphalt), Parks Irrigation Specialist Tom Diaz, assisted by Groundswokers Harold Link and Rich Trevino, repaired the line before school opened on Monday.



- Dugout Planters at Bonita Creek Park

Recently, Parks Division crews coordinated with the Recreation and Senior Services Department, removal of several blight-infected Escallonia hedges at Bonita Creek Park. Viburnum and Indian Hawthorn replacements were selected for their ability to grow into a low, flowering hedge quickly, which will help shelter the adjacent dugouts. The project was completed just in time for Newport Mesa Girls Softball’s Opening Day, and was enjoyed by all who participated.



*Before*



*After*

**Trees Division Activities**

<b>Month of:</b>	<b>Trees Trimmed</b>	<b>Trees Removed</b>	<b>Trees Planted</b>
February	995	7	25
March	1013	76	3

As part of the City’s overall grid and annual trimming schedule, the City’s tree service contractor pruned trees within the Balboa Peninsula, Buffalo Ranch, Newport Coast, and Newport Heights areas. Additionally, annual pruning of Ficus trees are occurring throughout the City.

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

Additionally, on removal of special trees occurred at the following sites due to eminent tree failure:

- 324 Marine Avenue, Lemon Gum
- 705 Poppy Avenue, Desert Gum

Submitted by:

Dan P. Sereno, Superintendent  
Parks and Trees Maintenance

James Auger, Superintendent  
Operations Support

Attachment: Tree Activity Report 2012-2013



# Municipal Operations Department

Parks and Trees Division  
 Reforestation and Tree Removal Activity Report  
 Fiscal Year 2012-2013

	July	August	September	October	November	December	January	February	March	April	May	June	Total
Tree Removals	14	5	18	31	19	19	31	3	75				215
Emergency Tree Removals	0	0	0	1	0	1	0	0	1				3
Reforestation Tree Removals *	0	0	7	0	0	0	0	4	0				11
Problem Tree Removals	0	0	0	0	0	0	0	0	0				0

**Total Removals 229**

Trees Planted	2	0	2	1	19	0	0	0	0				24
Replacement Trees	16	11	20	8	17	0	0	25	3				100
Reforestation Requests	0	0	1	0	0	2	0	0	0				3
Reforestation Approved	0	0	1	0	0	2	1	0	0				4



# Municipal Operations Department

## Parks and Trees Division Fiscal Year 2012-2013

### Problem Tree Removals

Month	# Trees	Location(s)
July-12	0	
August-12	0	
September-12	0	
October-12	0	
November-12	0	
December-12	0	
January-13	0	
February-13	0	
March-13	0	

### Reforestation Tree Removals

Month	# Trees	Location(s)
July-12	0	
August-12	0	
September-12	7	Quiet Cove
October-12	0	
November-12	0	
December-12	0	
January-13	0	
February-13	4	Cliff Drive Park
March-13	0	

### Replacement Trees

Month	# Trees	Location(s)
July-12	16	
August-12	11	
September-12	20	
October-12	8	
November-12	17	
December-12	0	
January-13	0	
February-13	25	
March-13	3	

**Recreation Services  
Monthly Activities Report**

To: Parks, Beaches & Recreation Commission

From: Sean Levin, Recreation Superintendent

Re: Recreation Division Monthly Activities Report



**BUCK GULLY**

The Buck Gully Reserve includes 300 acres of lush wilderness owned by the City of Newport Beach, home to numerous species of plants and animals. Miles of trails running through protected open space habitats bring residents close to nature while they walk, run, hike and bike. Thanks to the City's efforts to obtain a state Habitat Conservation Fund grant and through their partnership with Irvine Ranch Conservancy, Buck Gully now has an improved trail system and an active habitat restoration program.

The City encourages residents and visitors to become involved by participating in docent-led tours, self-guided hikes and volunteering to help with restoration activities. To find out more information about Buck Gully, click here: <http://www.newportbeachca.gov/index.aspx?page=2213>

**NEWPORT ELEMENTARY ACE SURF CLASS**

Staff is excited to offer surf lessons to the students of Newport Elementary as an after school class enrichment program. Six year old Alex Chery, who was born with cerebral palsy was given a chance to surf after-school with his classmates. He loves the water and pressed his father, Anthony Chery to take surfing lessons. Our contracted surf company, Endless Sun Surf worked closely with his father to come up with a solution for Alex to surf with a "buddy." James Newman, a 17-year-old Newport Harbor High School student, member of the surf team and sub-contract instructor paddled out with Alex. James would stand on the surfboard and gently lift Alex up to stand with him. It was such a great sight to see this boy who uses a walker on land, to be standing and surfing in the ocean with a smile that is ear-to-ear.



**PARK PATROL IN ACTION . . . AGAIN!**

On February 23 at approximately 1:45pm, while stopped at the intersection of Hospital and Newport Blvd, Park Patrol Officer John Cataldo witnessed a hit and run traffic collision. John observed the vehicle speed off after causing the accident; he followed the vehicle and reported the license plate and location of the vehicle to the Police Department. The Police Department responded and the driver of the vehicle was arrested for being under the influence of prescription medication and fleeing the scene of the accident.

## **SPRING YOUTH SPORTS STARTING NOW!**

Ah, spring .... It's time for baseball! And just like the pros reporting to spring training, Newport Beach's youth baseball and softball programs are getting underway.

Opening Day Newport Mesa Girls Fast Pitch Softball was held on March 2 at Bonita Creek and Arroyo Parks with 9 games, along with the opening of their snack bar, food, fun and games. Newport Beach Little League, the Batrays, and Elite Baseball all hosted their Opening Days on March 9.

Newport Beach's fields were ready and waiting for the crunch of thousands of youth (and adult) feet. Many fields received new sod and seed mix during the winter downtime from mid-December through February, and Bonita Creek received a dugout makeover with new plants.

Our youth groups were appreciative of the time and effort put forth by the City's Parks division staff, especially Dan Sereno, Paul Ramirez, Kevin Pekar, and Kim Pederson.

As Newport Mesa Girls Softball representative Craig Rodewald said in a recent email:

*To Friends of Newport Mesa Girls Softball,*

*A huge thank you on your efforts to get Bonita Creek & Arroyo Park in fantastic shape for the spring youth sports season. NMGS truly appreciates the support of Newport Beach Parks & Rec. CNB city fields & facilities allow NMGS to provide a wonderful sports opportunity to girls in our community.*

*Last Saturday, NMGS held opening ceremonies & games. It was an exciting & full day of events, including 9 softball games at Bonita Creek & Arroyo, as well as operating the snack bar at Bonita Creek.*

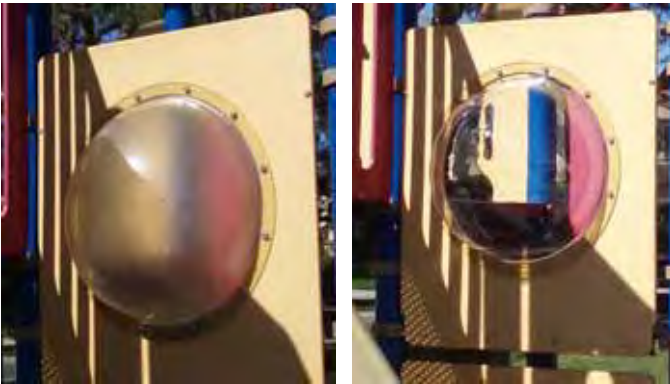
*On behalf of the Newport Mesa Girls Softball board of directors & league population, we thank you for your support. All of us look forward to a successful spring softball season.*

*Kind regards,*

*Craig Rodewald  
Director of Fields  
Newport Mesa Girls Softball*

## **PARK EQUIPMENT**

Staff coordinated the removal of the swing set equipment at Spyglass Hill Reservoir Park due to severe rust. In the near future, staff will hold a community meeting with the residents who use this park and make a decision on replacement equipment. Special thanks to Conrad Tona of the Municipal Operations Department for heading up the removal efforts.



Additionally, the "bubble" windows on the playground equipment at Bonita Creek, Cliff Drive, and 38<sup>th</sup> Street Parks were replaced. Now the children have a clear view out of the bubbles once again.

## **PERSIAN NEW YEAR**

On March 19, approximately 3000 people converged onto the CdM State Beach to celebrate the annual Persian New Year. Park Patrol Officer's assisted the Police Department with managing the event and crowd. Numerous City Departments work together each year to ensure the safety of the event participants as well as the residents nearby.



## **YOUTH GOVERNMENT DAY**

This year, Youth Government Day was held on March 14, 2013 with attendance up this year with 45 high school students from Newport Harbor High and Corona del Mar High participating. The day was divided up into three elements. Students started the day by meeting in the Council Chambers for a brief presentation by Mayor Curry and Chief Johnson. Each participant spent time with a City staff member or the Mayor, absorbing job duties and preparing for the mock City Council meeting. The day concluded with the students participating in a rousing mock City Council meeting. The mock City Council decided that the best use of the current City Hall property was a boutique hotel and retail spaces, and to support the Bike Safety program. Afterward, the participants adjourned to lunch on the lawn.



## **PLAYGROUND RESURFACING PROJECTS**

Mariners, West Newport, and Bolsa playgrounds are sporting brand-new looks, thanks to recent upgrades to their poured-in-placed playground surfacing.



The playground surfacing at Mariners Park was made up of black locking soft tile squares, which didn't



hold up well due to the constant influx of sand carried by thousands of small shoes and feet over many years. Sand got between the tile seams causing the tiles to pop up and separate, creating an uneven surface. The new poured-in-place rubber matting is seamless and

springy – and very colorful, made of small bits of rubber in every color of the rainbow. Mariners Park playground reopened March 18, and the reviews from park goers have been positive.

West Newport Park at Lugonia Street was upgraded with three new pieces of equipment specifically designed for children with disabilities. The new playground equipment includes a small playhouse, an omni spinner for up to four children, and a sensory play wall, featuring musical instruments such as bongo drums and a playground xylophone.

The playground at Bolsa Park, just off of Old Newport Road has a small launch pad of poured-in-place matting that has hardened, making it a hazard for children if they were to fall off of the playground equipment there and so the pad will be replaced with the new springy rubber matting, next week.

## **4<sup>TH</sup> ANNUAL OC FAMILY CAMP & ACTIVITIES FAIR**

On March 23, the Recreation Department hosted a booth at the 4<sup>th</sup> Annual OC Family Camp & Activities Fair, held at the Irvine Spectrum Center. City staff provided giveaways and a sneak peek at the cool camps offered this summer. In addition, there were stage performances, face painters, balloon artists, entertainment, goodie bags, and provided lots of fun for the whole family.

## **SCHOOL SITES KICK OFF THE SPRING SESSION**

The after-school programs at both Mariners and Newport Elementary schools have continued to be a success. Mariners Elementary ended the winter session with a special performance from the cheer program. Spring registration opened March 25 at both sites and included new classes such as skateboarding, Bollywood dance, and flag football.



## **INSPIRING YOUTH!**



On March 16, Marine Protection Supervisor Michelle Clemente had the opportunity provide a presentation at an exciting conference dedicated to inspire young women about to pursue degrees and careers in the sciences. Sixteen prominent female scientists from around the country interacted with high school girls from all over Orange County in a series of hands-on workshops aboard the research vessel *Sea Explorer*, and in the Ocean Institute's teaching labs. Over 100 girls with an interest in science spent the day exploring careers in areas such as ocean conservation, marine biology and ecology, oceanography, and animal husbandry.

This Conference was first created 8 years ago, because of the low number of women working in the science fields. This event is dedicated to inspire young women to pursue future science-related careers...and to inspire the scientists!

## **NEW DECALS FOR PARK PATROL VEHICLES**

Thanks go out to the sign shop for the design and installation of the permanent decals for the Park Patrol vehicles. In the past, we used magnetic signs to identify these vehicles. The new permanent decals will allow the public to more easily identify the Park Patrol Officers so that they may ask for assistance when needed.



## **ADULT CO-ED SOCCER LEAGUE SCORES MAJOR MILESTONE**

The Newport Beach Coed Soccer League is celebrating! At the beginning of its spring 2013 soccer season, the organization welcomed its 2,000<sup>th</sup> player – quite an accomplishment for a volunteer group that's been in existence for only 5 years! Congratulations to Vanessa Woods for being in the right place at the right time – she received a new soccer ball and equipment bag from Soccer Garage.

The city partners with NBCSL to offer adult soccer: they provide an all-volunteer Board of Directors, league administration and rules, and serve as the review board for disputes and issues, while the city provides the well-maintained fields, scheduling, and officials.

NBCSL is not just a “rec thing” taking up field space within the city. It has become a solace for adults seeking exercise, camaraderie and social bonding in a world focused on hand-held gadgets; an oasis for those relocating to Orange County without friends or loved ones; a classroom for parents to role model for their kids about sportsmanship and how mommy/daddy still have “it” ... and one of only a few homes whose doors remain open for local kids who grow out of AYSO/high school soccer.



## **MARINE PROTECTION REPORTS THAT SPRING HAS ARRIVED**

We have a Western Snowy Plover (WSP) nest on the Balboa Peninsula dunes!

In 1993, the Pacific coast population of the western snowy plover (*Charadrius alexandrinus nivosus*; snowy plover) was listed as a threatened species under the Endangered Species Act (ESA). The listing was due to threats such as loss of habitat, predators, and human disturbance. Under the ESA, *take* of a listed species is prohibited unless specifically authorized. The definition of take includes human actions that result in killing, harassing, or harming a listed species.

Marine Protection has been working with different agencies and the public to help share the shore with snowy plovers. We started working with Newport Elementary 3<sup>rd</sup> graders, and local scout troops. We currently are working on an Eagle Scout project to create an interpretive sign as well. The WSP is unique to all federally listed species in that they require the utilization of the sandy ocean beach for all of its life requisites, i.e., nesting, feeding, rearing of chicks, roosting, and overwintering. As such, many ocean shore activities may result in incidental take of this species.

Balboa Beach is home to a very large wintering population of Coastal WSP's which we have been monitoring on the Peninsula for four years. In 2011 we placed a temporary fence where nesting had been observed in the two previous years. To our disappointment, we had no nesting last year!

However, on April 15, 2013 at the same approximate location as 2010 and 2011, we found a nest! The unfortunate thing about this nest is that it is located in a very exposed location on a service right of way. We have made modifications to the fence and have placed a small ex-closure cage around it to protect the nest from crows, domestic cats and other predators. We are doing our best to provide protection, without stressing the birds...which is a fine line. This work has all been possible thanks to our partnerships with US Fish & Wildlife and the California Department of Fish and Wildlife, as well as the hard work and dedication of our volunteer monitors—Holly Fuhrer and Ross Griswold in particular! Now we wait for the chicks to hatch!

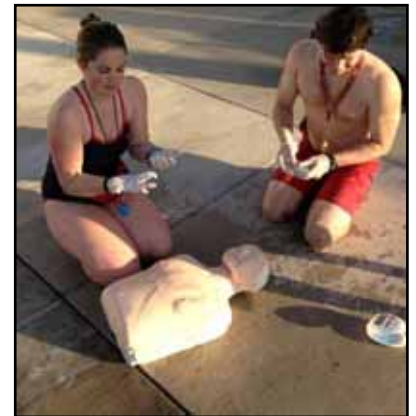


## **AQUATICS**

Aquatics staff went through training, focusing on CPR/AED/First Aid, spinal injuries and emergency action plans. Skills reviewed included proper water entry, deep/shallow water back boarding and administering CPR.



Recreation is currently recruiting pool swim instructors/lifeguards for the 2013 summer season. Online applications will be accepted until positions are filled. American Red Cross certifications in Lifeguard Training, CPR, First Aid and Water Safety Instructor are required. To view the complete job description and apply online, visit the City's website.



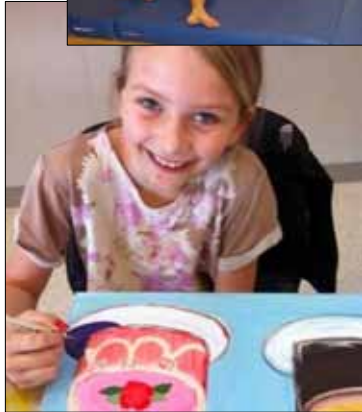
## **NEWPORT COAST COMMUNITY CENTER**



On April 9, NCCC experienced flooding due to an over-flowing toilet. Thanks to staff, Park Patrol, Tom Miller, the plumber and Irvine Ranch Water District for helping to immediately rectify the situation and assist with clean-up efforts. As a result of their actions, the Center was open for business the next day.

## **SPRING BREAK CAMPS!**

Spring Recess Camps were bustling with activity with 97 participants attending six different camps which included two art camps, Coast 2 Coast soccer camp, Camp Playball, Quiksilver & Roxy Surf Camp, and new gymnastics and beach volleyball camps. Each instructor provided a safe and fun atmosphere where participants strengthen different skill sets, build confidence, create new friendships, and inspire a love for recreation!



## **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 **February/March**, Park Patrol had the following number of contacts:

### **1. Requested Calls**

- 57 with Youth Sports Groups
- 12 Field related issues/checks
- 6 Park/Picnic/reservation issues/checks
- 60 Community Center issues/checks
- 80 Playground checks
- 15 other
- CdM Beach Contacts
  - 4 BBQ
  - 3 Tents

### **2. Public Contacts**

- 207 education
- 14 alcohol
- 280 dog related

NOV Written Warnings Issued – 5 for parking violations and dogs off leash

Citations Issued – 7 issued for parking violations; dogs off leash and commercial activity.

## **FACILITY RENTALS & SPECIAL EVENT PERMITS**

During the period of Feb 16 – Apr 15, 2013 there were:

- 19 Picnic/Park Area Rentals
- 12 Room Rentals
- 8 Field Rentals
- 9 Gym Rentals

As of Apr 15, 2013, there were 60 Special Event Permits processed and issued for the year.

Those events of note for this period are:

**Spirit Run:** Fashion Island, March 3, 2013 - Attendance: 4000

**Toshiba Classic:** Newport Beach Country Club, March 11-17, 2013 - Attendance: 75,000

## Senior Services Monthly Activities Report

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To: Parks, Beaches & Recreation Commission

From: Celeste Jardine-Haug, Senior Services Manager

Re: Senior Services Division Monthly Activities Report

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### **OASIS SENIOR CENTER**

**OASIS helps people stay healthy and informed with the following activities**

**Here is a list of some of the events/presentations that were held During March & April**

#### **March**

- **Hoag Hospital Medical Lecture** - Gastrointestinal surgeon Dr. John Lipham presented a lecture on “Groundbreaking Treatment for Those Suffering from GERD (Gastroesophageal Reflux Disease). GERD can be a life-limiting condition that many individuals battle for years without relief. Hoag is now offering the revolutionary new LINX Reflux Management System, a short outpatient procedure that treats GERD and its symptoms.
- **Veterans Benefits** - Eva Burdett offered a benefits presentation from both the US Dept of Veterans Affairs (VA) and the CA Dept of Veterans Affairs (CDVA) and will highlight VA medical care, Aid and Attendance, Compensation and Pension, home loan, life insurance, burial and the new VRAP; and CDVA veteran’s homes.
- **Braille Low Vision Wellness Seminar** - John Dunne, Specialist for Low Vision Rehabilitation discussed the latest in access technology such as video magnifiers and task lighting that will allow those with low vision to live more fulfilling lives.
- **Carotid Artery Screening** - Greater Newport Physicians provided an ultra sound Carotid Artery (stroke) screening free of charge - 96 appointments were made available and quickly filled.

#### **April**

- **Veterans Benefits** - Another Veterans Benefits lecture was held this month on the benefits that can assist the senior as they grow older.
- **Carotid Artery Screening** - Another free carotid artery screening was performed with 92 customers.
- **Concert** - The Spring Fling Concert was held with the Mike McCaffrey Trio and was very successful
- **Crime Alert Information** - The Newport Beach Police volunteers have been staffing a table in the front lobby getting people signed up for the NIXLE program to receive crime alerts via email.
- **Information on Wolves** - A presentation on “The World of Wolves” will provide information and in-depth look at Journey, the first documented wild wolf in California in over 88 years
- **New Class Offerings** - The OASIS dance room is busy morning, noon, and night! OASIS with three new classes offered.
  - *NIA: The Joy of Movement* - a non-impact aerobics technique that combines multi-cultural movements from ethnic, modern, and jazz dancing, with healing arts and three martial arts.
  - *Healthy Back* – using gentle, easy movement strategies from the Feldenkrais Method, Bones for Life Pilates to improve the brain/body connection.
  - *Barre Stretch and Strength* include stretches to increase flexibility and range of motion and reduce muscle tension while using the barre for stability.



## **MORE & MORE SENIORS ARE MELT-ING**

MELT is a gentle form of exercise that helps you reconnect, re-balance, re-hydrate and release tension. A few weeks ago, the MELT Method was featured on the Dr. Oz show. Since the show, MELT class enrollment at OASIS has tripled!



## **OASIS HAS GOT TALENT!**



The OASIS Senior Center hosted its annual Volunteer Appreciation Luncheon on April 17 with the theme ***Hats Off to OASIS Volunteers***. Over 160 OASIS volunteers enjoyed a catered meal by 24 Carrots and a hour entertainment variety show created, choreographed and performed by the OASIS staff themselves. Everyone played a part. A few highlights: the OASIS van drivers danced a Zumba number, Roger Bartholow sang “Come Fly with Me,” Justin Schmillen wowed the audience with his magic act, and the entire OASIS staff danced to “We Are Family.” Special thanks to Director Laura Detweiler for playing one of our judges, and Superintendent Sean Levin as the Master of Ceremonies, and everyone else in who helped out.

## **PARKING LOT ISSUES**

The OASIS is a very busy place with many classes filled to the brim — but with this success comes parking lot issues. The lot is filled most of the time with many pedestrians and cars buzzing through. And of course not everyone follows the signage that allows for the proper traffic pattern around the lot. There have been many near misses — so to help alleviate this situation, we used the volunteer police force for a one week period to educate the customers. They volunteer officers came in groups of two and one stood in the parking lot to stop people who were driving the wrong way and point out the signage and the other handed out flyers that provided people point by point instructions on the proper traffic pattern. Staff will continue to distribute these flyers.

## **FACILITY RENTALS**

During the period of Feb 16 – Apr 15, 2013 there were:

- 13 rental of the Event Center
- 19 rentals of classrooms

## **FITNESS CENTER UPDATE**

Attached you will find the 2d Edition of the *Fitness Center News*. Fitness Center Coordinator Justin Schmillen, puts this together to provide useful information to all 1,892 fitness center members.



**OASIS FITNESS CENTER NOTES**



The OASIS Fitness Center will be closed on Monday, May 27 in observance of Memorial Day.



Grab a Carrot! Steam some broccoli! Make a salad! June 17th is National Eat Your Veggies Day.



Reminder: There is a 30 minute time limit on all cardio equipment during our busy times or when others are waiting. Our busiest times are Monday-Friday from 8am-11am.



All Fitness Center members must bring their membership card and scan in at the front desk **BEFORE** starting your workout. If you have lost your card, replacement cards can be purchased for \$5 at the front desk.

## Dedication Leads to Transformation By Justin Schmillen

Life-long active and self proclaimed "wanna be jock", Tom Creato, age 67, has always enjoyed swimming, hiking, golfing and pick-up games of basketball. But his career working on the road and entertaining clients, coupled with a hip injury in 2006, stagnated the once active lifestyle he had always enjoyed. As Tom neared his retirement, he weighed close to 300lbs. Tom viewed his upcoming retirement as "his time" and wanted to be able to experience all the things that he loved to do. This notion became Tom's determination to no longer use injury as an excuse for the lack of activity and to lose the excess weight he had put on.

**"Amanda emphasized balance, flexibility and core training and provided a strong sense of motivation and accountability"**

As Tom neared his retirement, he joined the OASIS Fitness Center and signed up for personal training with Amanda Brown. In February 2012, Tom decided to commit to a one hour personal training session once a week. With a set appointment on his calendar each week, Tom knew that personal training would become part of his weekly routine and would minimize the excuses of not getting to the gym.

Tom also joined the UCI Weight Management Program in May 2012, a program where "weekly class sessions emphasize physical activity, nutrition, risk

factor reduction and behavior therapy for lifestyle change" and "coaches participants in the practice of long-term healthy lifestyle behaviors". For Tom and his weight loss goal, the focus became monitoring the number of calories in (eating) versus the number of calories out (exercise). This meant changing bad eating habits and the quantity and types of food he was consuming.

As Tom's plan was set in motion, he quickly learned that Amanda's personal training approach was different from what he was familiar and experienced with as a high school and recreational athlete. The approach was also very different from what he would have done if he was going to the gym on his own. "If I didn't use a personal trainer, I would've gone to the gym



**September 2011**  
**300.6 lbs**  
**(Before)**

**February 2013**  
**210.0 lbs**  
**(After)**

by myself, completed my six machine rotation and then got on the bike for 20 minutes". Amanda's training was everything but that. Amanda emphasized balance, flexibility and core training and provided a strong

STORY CONTINUED ON BACK PAGE



Enjoy the Corona del Mar Scenic 5K with other OASIS Fitness Members and join our walking group. Registration for the 5K is required. Signups for our walking group must be complete before Wednesday, May 29th at the front desk.

**“True enjoyment comes from activity of the mind and exercise of the body; the two are united.”**

**- Alexander Von Humboldt,  
Renowned Scientist, Naturalist, and Explorer of the 1800’s**

**Dedication Leads to Transformation** continued from page 1

CONTINUED FROM FRONT PAGE

sense of motivation and accountability. Her training was also “age related” and specific, which resonated well with Tom and his end goal. Tom’s transformation has been life changing. In the last year, Tom has lost over 90lbs from Amanda’s training program and his new, healthy lifestyle. Tom and Amanda

**“Now that Tom has dropped the weight, he is able to lift heavier weights to improve his strength. It’s also a lot easier for us to work on increasing Tom’s range of motion through various types of movement”**

currently focus on mobility and increasing lean body mass. Now that Tom has dropped the weight, Amanda says “he is able to lift heavier weights to improve his strength. It’s also a lot easier for us to work on increasing Tom’s range of motion through various types of movement”

Outside of personal training, Tom swims in the bay, walks 3-4 miles per day and golf’s 2-3 times per week, always

walking the course. According to Tom’s pedometer, a tool used to measure the number of steps an individual takes, he can log in another 7-8 miles of exercise if he walks the course, depending how straight his shots are.

As Tom moves forward, the most important factor for keeping the weight off is consistency. At 6’2”, 210lbs, Tom hopes to lose more weight and get down close to 200lbs. This means being diligent with the right food choices and staying away from the clubhouse lunch buffet. Tom says even after spending 13 days in Mexico, his weight fluctuated by only a few pounds by making his new habits a priority and balancing enjoyment with eating smart.



**Amanda Brown’s Top 3 “Must Watch” Documentaries On Food**



**Food, Inc.**

Where does your food come from? If you don’t know, how do you know it’s safe to consume? *Food, Inc.* sheds light onto the disturbing corporate factory farms that

produce food for most of America. The few corporations responsible for most of our nations food products more often than not place profit as a priority over health and food safety.



**Forks Over Knives**

Can a plant-based diet prevent and even cure conditions such as cancer and heart disease? Researchers in this documentary think so, and have proven it through extensive research and clinical practice. Heart disease, diabetes, obesity, and high blood pressure cost our country over \$120 BILLION EACH YEAR! Could cutting back on animal products drastically reduce this number?



**Food Matters**

Contrary to what the pharmaceutical companies would want you to believe, our bodies have the amazing ability to heal themselves, if you give it the right NUTRIENTS! Eating plenty of fresh fruits & veggies can give your body most of the nutrients it needs to maintain and heal itself. *Food Matters* highlights strong scientific evidence to the old adage, “You are what you eat.”

OASIS Fitness Center 949.718.1818 M-Th: 7am-8pm F: 7am-5pm Weekends: 8am-4pm

## OASIS Fitness Member Profile: Meet Pete! By Justin Schmillen

Over the last 9 months, I kept hearing about fitness center member, Pete Balsells, from staff, personal trainers and evening attendees. "I can't believe you've never met Pete!" they would say. All described Pete as intelligent, very sociable, and motivated. Because my work schedule and Pete's gym schedule differ, I decided to do some research and learn more about the buzz behind Pete Balsells.



### Tell us a little bit about yourself, Pete:

I am 85 years old and am a mechanical engineer. I was born in Barcelona, Spain and came to the United States as a student in engineering. I graduated from University of Colorado, married an American engineer and established Bal Seal Engineering, Inc., a company that makes electrical components for pacemakers and medical implantable devices. I don't have time for hobbies at the moment, as I am very busy working, designing implantable devices to save people's lives, which I find very rewarding.

### However, you do find time for fitness. What do you do for your fitness routine?

My wife and I walk 30 minutes a day between 5:30 and 6:00 AM. Then I go to the OASIS Fitness Center 4 nights a week and work with Kristian, my personal trainer, twice a week. On my days off and on Fridays, I have physical therapy at the Foothill Ranch Therapy. On Saturdays, I belong to a racewalk club where I train from 7 to 9 AM. On Sundays, I rest but sometimes I also work.

### Pete and Kristian's Fitness Approach

This April will mark one year since Pete and I started working together. During the course of the year, our training goals have cycled and changed. Specifically our training has focused on increasing muscle mass, strength, improving posture, rate of force development, range of motion and functional ability. Pete has made a great deal of visible, as well as measurable progress.

-Kristian Firme



### Do you have any fitness goals?

I don't have any specific goals. I just follow what I am directed to do because I think my OASIS personal trainer knows more than I do.

### What has made you successful in staying active and healthy?

In my opinion, success is having discipline to achieve the objectives that you have laid out for yourself and, of course, by staying active and eating the right food.

### Lastly, what have been the biggest benefits associated with being healthy, staying active, and being in shape?

The ability to travel, to be active, enjoy my family, my work and to keep moving.



## PROGRESS IN 60: Your Fitness Challenge For Spring 2013

**SIGNUPS  
START  
APRIL 15th  
THROUGH  
APRIL 30th**



Are you striving for results that you can't seem to achieve? Are you ready to tackle that fitness goal you keep putting off? This Spring, OASIS Fitness is here to keep you accountable and committed to achieving a SMART fitness goal through the "Progress In 60" Fitness Challenge.

A SMART goal is a specific, measurable, achievable, reasonable, and time sensitive goal.

"Progress In 60" takes care of the measurable and time sensitive

aspects of your SMART goal by providing 4 different tracks to complete in 60 days.

1. **Frequency of Attendance**
2. **Weight Loss**
3. **Distance or Time on Cardio**
4. **Cardio or Strength Progression\***

Once a track has been selected, you determine the specific, achievable and realistic aspects of your goal.

For example, if you select the weight loss track, you determine

the specifics of your own weight loss goal that is relevant and realistic to you, whether it be 5 lbs or 25 lbs.

Each track has its own specific built in accountability, so OASIS staff can monitor your progress and keep you motivated.

After 60 days, those that complete their goal, will be entered into a raffle to win fitness related prizes. See OASIS staff to join the challenge and set your "Progress In 60" goal.

*\*Progression workout plans to advance in your current strength and/or cardio routine will be made available*



### Strengthen Your Golf Game

OASIS Fitness Small Group Training  
Tuesdays and Fridays  
April 23- May 17  
7:30am-8:30am

\$120 per person  
4 Weeks/8 Sessions  
Instructor: Amanda Brown

Increase your core stability, flexibility, mobility and strength through dynamic warm-ups and mobility exercises developed to enhance your golf game.

Students will also learn and execute pre and post golf game exercises to reduce the risk of injury.

Only 6 spots are available so sign up today! For more information or to sign up, see OASIS Fitness Staff.



### Gym Essentials: 30 Minute Fitness Seminar Series

Join Robert Keller, OASIS Fitness Trainer, on the 2nd and 4th Tuesday of each month for 30-minute seminars to educate and help you maximize your health and workout routine's potential. Sessions are \$5 per person. Signups are required and must be done in person. Space is limited to 8 members per session. One lecture per member per series. Those interested in multiple topics will be added to the waitlist.

#### "Kinesis-ology" Tuesday, April 23 at 12:30pm

This session will review proper technique in utilizing the Kinesis machine to strengthen the major muscle groups. Participants will be taught how to effectively integrate the use of this very versatile machine into their exercise routine.

#### Effective Aerobic Exercise. Tuesday, May 14 at 12:30pm

Principles of cardiovascular exercise intended to improve aerobic fitness and/or reduce body fat levels will be discussed, including the importance of warming up for a bout of exercise.

#### Lower Back Pain. Tuesday, May 28 at 12:30pm

This seminar will briefly touch on some common causes of low-back pain and offer exercises that can be done to strengthen the core and alleviate pain. Participants must be comfortable getting up and down from the floor.

#### It's All About The Hips. Tuesday, June 11 at 12:30pm

Participants will be made aware of the importance of maintaining strong, stable hips to reduce fall risk and maintain or improve overall functional status. Exercises geared towards strengthening the hip/glute musculature will be taught, as well.

#### Neck and Shoulder Pain. Tuesday, June 25 at 12:30pm

This seminar will examine common postural issues that lead to poor movement and, ultimately, chronic pain. A demonstration on proper technique for typical upper body exercises will follow.

#### Flexibility Training. Tuesday, July 9 at 12:30pm

Learn the importance of stretching, as well as principles of effective stretching and proper use of OASIS's stretching machines. Participants will have the opportunity to practice static stretches targeting the major muscle groups, including those muscles most commonly associated with chronic pain.

*Robert Keller has over 30 years of experience in the health and fitness industry and is currently completing his graduate degree in Gerokinesiology at Cal State Fullerton.*



### Save The Date!

The OASIS Fitness Conference returns for 2013!

This year's conference will be held Friday morning on June 28 at the OASIS Senior Center. (Event time TBA)



Our half day conference consists of health, nutrition and wellness industry professionals speaking on a range of important and engaging topics geared for you, the active older adult. Registration for the conference can be done at the OASIS Fitness Center front desk and opens May 1st.

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May 1-31: Early Bird Registration Fee- \$5  
June 1-27: Regular Registration Fee- \$7  
June 28: At the Door Registration Fee- \$10

# FEBRUARY/MARCH 2013 OASIS UTILIZATION REPORT

**PARTICIPANTS ATTENDING** **24,430 CUSTOMERS**

**RECREATIONAL CLASSES** This number will be reported quarterly  
**FITNESS CENTER** **12,036 CUSTOMERS**  
**PERSONALIZED SERVICES PROVIDED** **5,844 CUSTOMERS**

Includes:

Blood Pressure	111	Medical Equipment Rentals	70
Counseling-persons	95	Rental Inquiries	44
Eldercare	5	Rentals (Paid)	26
Employment	45	Senior Assessment(hrs)	80
HICAP	12	Telephone Reassurance	400
Housing counseling	65	Visual Screening	0
Information and Referral	4500	Taxes (Seasonal)	376
Legal Assistance	15		

**SENIORS RECEIVING TRANSPORTATION SERVICES** **2,045 RIDERS**

Care-A-Van/Shuttle

**CUSTOMERS RECEIVING NOON MEALS @ THE CENTE** **3,326 CUSTOMERS**

\*includes meals on wheels

**VOLUNTEER SERVICES PROVIDED AT THE CENTER** **2,889 HOURS**

Includes:	Kitchen & Home Delivered Meals	(*equiv. to 9 full-time employees)
Front Office	Travel Office	
Gift Shop	Library	
Instructors	President	
Treasurer	Vice President	
Bookkeeper	Taxes	

**PARTICIPANTS IN FRIENDS OF OASIS TRAVEL** **348 CUSTOMERS**

**Day Trips**

Getty Center	50
Santa Anita Races	42
Taste of L.A.	48
Pechanga Casino	52
Norton Simon Museum	47
Uss Iowa	50

**Long Trips**

Death Valley	13
Harris Casino	34
Sierra Snow Train	12

**SPECIAL EVENTS/SCREENINGS/LECTURES** **831 PERSONS**

Sage Hill Dance	10	Hoag Lecture- Gerd	48
Spring Fling	125	VA Lecture	62
Movie "People Like Us"	60	Braille- Low Vision	18
Big Band	140	Stroke Screening	88
Big Band Seminar	75	UCI Lecture- Gallstones	15
Sage Hill Dance Workshop	40		
Movie "The Lucky One"	65		
So you're 70, So what	85		



## Municipal Operations Department


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PB&R Commission Agenda

Item No. 4D

May 7, 2013

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

**FROM:** Municipal Operations Director 

**SUBJECT:** *Picnic Table Donation Request*

### Recommendation

Staff recommends that the Parks, Beaches and Recreation Commission approve a picnic table donation request at Peninsula Park. This picnic table donation would replace an existing picnic table that is nearing the end of its service life.

### 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. Pam O'Leary (Attachment A) to donate a picnic table at Peninsula Park. The donated picnic table (Attachment B) is included on the City's Official Picnic Tables List. Attachment C shows the existing table and Attachment D depicts the location of the proposed bench donation. The cost of the donation will include the 10% maintenance fee recently approved with the revision to Council Policy B-17.

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 Memory of Jack and Julie Ansley".

Ms. O'Leary and Council Member Michael F. Henn received a copy of this report and a notice of the Commission meeting. This picnic table donation does not require staff to notice the adjoining property owners, since this is a replacement picnic table.

- Attachments: (A) Ms. Pam O'Leary's Gifts for Tomorrow Order Request Form  
(B) Picture of donated picnic table  
(C) Picture of existing picnic table  
(D) Aerial map of proposed location

Gifts for Tomorrow Order Request Form



Item # 103 Description \_\_\_\_\_

Contact Information

Name Sam O'Leary  
 Mailing Address 334 Roycroft Ave.  
Gong Beach Ca 90814

Phone 562 433 7565

Signature Sam O'Leary

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,

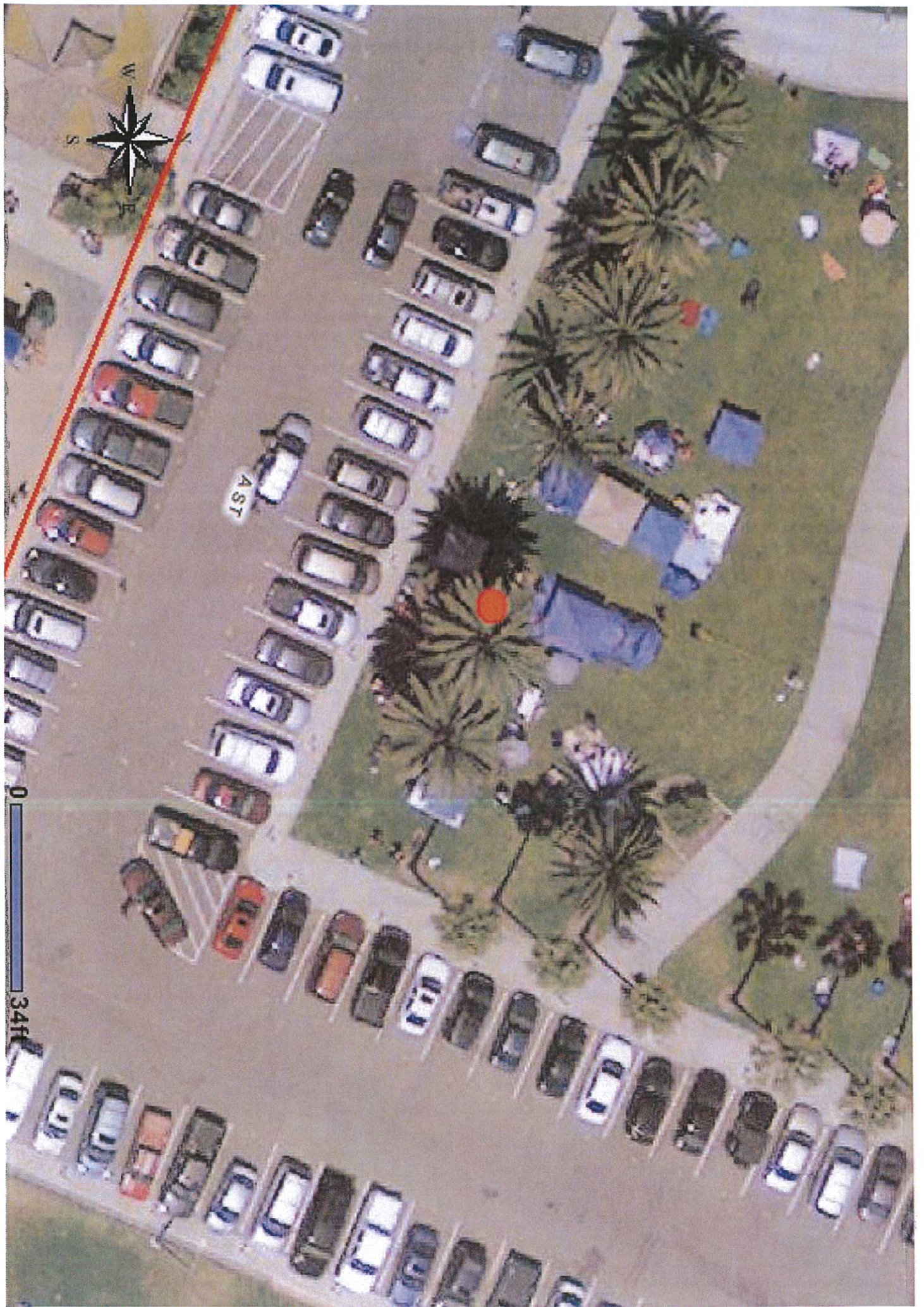
Jack & Julie Analey

First Name Last Name

"In memory of"









## Municipal Operations Department

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PB&R Commission Agenda

Item No. 4E

May 7, 2013

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

**FROM:** Municipal Operations Director

**SUBJECT:** *Picnic Table Donation Request*

A handwritten signature in blue ink, likely of the Municipal Operations Director, written over the subject line.

### **Recommendation**

Staff recommends that the Parks, Beaches and Recreation Commission approve a picnic table donation request at Peninsula Park. This picnic table donation would replace an existing picnic table that is nearing the end of its service life.

### **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. Kathy Arnold (Attachment A) to donate a picnic table at Peninsula Park. The donated picnic table (Attachment B) is included on the City's Official Picnic Tables List. Attachment C shows the existing table and Attachment D depicts the location of the proposed bench donation. The cost of the donation will include the 10% maintenance fee recently approved with the revision to Council Policy B-17.

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 Memory of Marcella Robbins".

Ms. Arnold and Council Member Michael F. Henn received a copy of this report and a notice of the Commission meeting. This picnic table donation does not require staff to notice the adjoining property owners, since this is a replacement picnic table.

- Attachments:
- (A) Ms. Arnold's Gifts for Tomorrow Order Request Form
  - (B) Picture of donated picnic table
  - (C) Picture of existing picnic table
  - (D) Aerial map of proposed location



Gifts for Tomorrow Order Request Form

Item # Description  
# 103 Picnic Table



Contact Information



Name  
Kathy Arnold

Mailing Address  
15 Sun Terrace

LAGUNA NIGUEL, CA 92677

Phone  
949-661-4521



Signature  
Kathy Arnold

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.

MARCELLA Robbins  
First Name Last Name





ATTACHMENT B







## Municipal Operations Department


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PB&R Commission Agenda

Item No. 4F

May 7, 2013

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

**FROM:** Municipal Operations Director 

**SUBJECT:** *Tree Donation Request*

### **Recommendation**

Staff recommends that the Parks, Beaches and Recreation Commission approve a tree donation request at Castaways Park.

### **Discussion**

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

The City has received a donation request from Ms. Sharon Wright (Attachment A) to donate a tree at Castaways Park (Attachment C). The donated tree will be a Pine (Attachment B) and will be planted from a 36" box container. While we generally do not accept tree donations at this park, this tree will fill a vacancy outside the trail on the western edge, overlooking the intersection of Dover and Cliff Drives. It will not block any views and is well suited for the location. The cost of the donation will include the 10% maintenance fee recently approved with the revision to Council Policy B-17.

Since the value of the tree is greater than \$1,000.00, the donation is eligible to receive a dedicatory plaque. The submitted plaque verbiage, which complies with City Council Policy B-17, is "In Memory of Mary Louise Romine".

Ms. Wright and Mayor Pro Tem Rush Hill received a copy of this report and a notice of the Commission meeting.

Attachments: (A) Ms. Wright's Gifts for Tomorrow Order Request Form  
(B) Picture of proposed trees species, Torrey Pine  
(C) Aerial map and pictures of proposed location



Gifts for Tomorrow Order Request Form

Item # \_\_\_\_\_ Description \_\_\_\_\_  
 36" Box Tree - Torrey Pine  
 in Castaways Park

Contact Information

Name Sharon Wright  
 Mailing Address 1010 Westwind Way  
Newport Beach, Ca 92660  
 Phone 407-949-650-4488 Cell (714) 350-6454  
 Signature Sharon Wright

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.

Mary Louise Romine  
 First Name Last Name







## Municipal Operations Department

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PB&R Commission Agenda

Item No. 4G

May 7, 2013

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

### Recommendation

Staff recommends that the Parks, Beaches and Recreation Commission approve the reforestation request to remove and replace a City Carrotwood tree within the parkway in front of 1958 Port Locksleigh Place.

### Discussion

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

Staff has received a request from the Newport Hills Community Association Board of Directors to remove one City Carrotwood tree at 1958 Port Locksleigh Place. In addition to removing the tree, the applicant, Ms. Anne Goodwin, is proposing to incur the cost for the planting of the replacement 36-inch box Magnolia 'Little Gem' tree.

Ms. Goodwin has complied with the requirements of Policy G-1, and has agreed to assume the full cost of the removal and replacement of the City tree, approximately \$770 (\$575 for the required 36-inch box replacement tree, and \$195 for one removal).

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

The Newport Hills Community Association has received a copy of this report and a notice of the Commission meeting.

Submitted by

A handwritten signature in blue ink, appearing to read "Mark Harmon", with a long horizontal line extending to the right.

Mark Harmon

Attachments: (A) Newport Hills Community Association Board of Directors Letter of Approval  
(B) Tree Removal Request Application  
(C) Tree Inspection Report  
(D) Reforestation Checklist  
(E) Photos  
(F) Area Map

# NEWPORT HILLS COMMUNITY ASSOCIATION

February 28, 2013

City of Newport Beach  
Attn: John Conway  
3300 Newport Blvd.  
P.O. Box 1768  
Newport Beach, CA 92658

**RE: NEWPORT HILLS COMMUNITY ASSOCIATION  
STREET TREE REMOVAL REQUEST- 1958 Port Locksleigh Place**

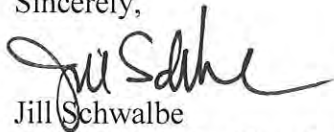
Dear Mr. Conway:

As management agent for the Newport Hills Community Association, I have been requested by the Board of Directors to contact you regarding the Rivin/Goodwin's, 1958 Port Locksleigh Place, Newport Beach, request to remove the parkway tree in front of their home.

The Newport Hills Board of Directors has approved the removal of the tree in the parkstrip in front of 1958 Port Locksleigh Place, Newport Beach, subject to the stump being grinded, the roots removed, the sod in the parkstrip being leveled with the sidewalk, and a new tree being planted.

Should you have any questions regarding the above information, please do not hesitate to contact the undersigned at (949) 721-1929, thank you.

Sincerely,



Jill Schwalbe

On Behalf of the Board of Directors



# CITY OF NEWPORT BEACH General Services Department

## Tree Removal or Reforestation Application

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

1 Carrotwood

Indicate the number and specie(s), (if known) of tree(s).

Located at: 1958 PORT LOCKSLEIGH PL.

Please be as specific as possible

### Requestor

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

### Address/ Phone (Daytime) / Email

1958 Port Locksleigh Pl  
Newport Beach

Signature: *Ira Rivin Anne Goodwin* irivin@rutan.com  
 Date: 3/1/13

Print Name: Ira Rivin ANNE GOODWIN

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

### Section A. For Tree Removal Requests Only

#### Removal Criteria (Check one or more)

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

- Proven and repeated history of **damaging** public or \*private, sewers, water mains, roadways, sidewalks, curbs, walls, fences, underground utilities or foundations.  
(\*Greater than \$500)
- Repeated history of significant interference** with street or sidewalk drainage.
- Dying** Has no prospect of recovery.
- Diseased** Cannot be cured by current arboricultural methods.
- Hazardous** In advanced state of decline with no prospect of recovery. Defective, potential to fail, could cause damage to persons/property upon failure. Assessment by Urban Forester will identify structural defects, parts likely to fail, targets-if fails, procedures and actions to abate.
- Beautification Project** In conjunction with a City Council-approved City, commercial, neighborhood, or community association beautification program.

Received  
MAR 01 2013  
M.O.D.

### Section B. For Reforestation Requests Only

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

**As initiated by:**

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

**Check all items applicable:**

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

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

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

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

Requestor Comments:

*We would love to replace it with a Magnolia like the one our neighbors, the Zipsers, have*

*Thank you*

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





# Municipal Operations Department

## TREE INSPECTION REPORT

**Name:** Anne Goodwin, Property Owner

**Tree Locations:** 1958 Port Locksleigh Place

**Request:** Property owner is requesting of the Municipal Operations Department staff for the removal of one City Carrotwood tree based on the criteria of the City Council Policy G-1, Reforestation of City Trees. Ms. Goodwin agreed to incur the cost of the one tree removal and replacement of one 36" box size Magnolia 'Little Gum' tree within the parkway.

**Botanical/Common Names:** *Cupeniopsis anacariolides* - Carrotwood

**Designated Street Tree:** *Magnolia grandiflora* 'Little Gum'

**Estimated Trees Value:** \$3,260

**Damage:** N/A

**Parkway:** Concrete Brick Turf  Other

**Comments:** A field inspection confirmed City tree within a confined area.

**Inspected by:** John Conway **Date:** March 6, 2013  
**John Conway, Urban Forester**

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

**Reviewed by:** Dan P. Sereno **Date:** March 6, 2013  
**Dan P. Sereno, Parks and Trees Superintendent**





1958 Port Locksleigh Place



2009-2011 Photos provided by Eagle Aerial Imaging [www.eagleaerial.com](http://www.eagleaerial.com)

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



== CITY OF ==

# NEWPORT BEACH

## PB&R Commission Staff Report

Agenda Item No. 5A  
May 7, 2013

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

**FROM:** Recreation & Senior Services Department  
Laura Detweiler, Director  
949-644-3157, [LDetweiler@newportbeachca.gov](mailto:LDetweiler@newportbeachca.gov)

**PREPARED BY:** Sean Levin, Recreation Superintendent  
Patrick Thomas, Deputy Public Works Director/City Engineer

**TITLE:** Review of Conceptual Plans of the Sunset View Park

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**RECOMMENDATION:**

Review and provide feedback of the conceptual plans for Sunset View Park.

**FUNDING REQUIREMENTS:**

This project is proposed to be included in the City's Capital Improvement Program (CIP) for FY 2013-14. The estimated cost of the project is \$200,000. Funding will be provided by Hoag Hospital in the amount of \$150,000 according to the May 13, 2008 Development Agreement Amendment between the City and Hoag in addition to the General Fund amount of \$50,000.

**DISCUSSION:**

City staff has initiated plans to install landscaping on approximately a 20,500sf area at Sunset View Park that is unimproved. The park site is located on the east side of Superior Avenue, north of the Hoag Memorial Hospital cogeneration facility (Attachment A). Currently, this portion of the park site is unimproved with a linear strip of turf located east of the site adjacent to an emergency access road. Other unimproved land is located southwest of the proposed landscaping. A City owned parking lot is located at the corner of Superior Avenue and Pacific Coast Highway southwest of the proposed park site. Conceptual plans for the park improvements have been prepared by the City's design consultant EPT Design including fine grading, installation of turf area, mow curb, low groundcover and shrub planting areas, irrigation, concrete walkway, pad with bench and trash receptacle (Attachment B).

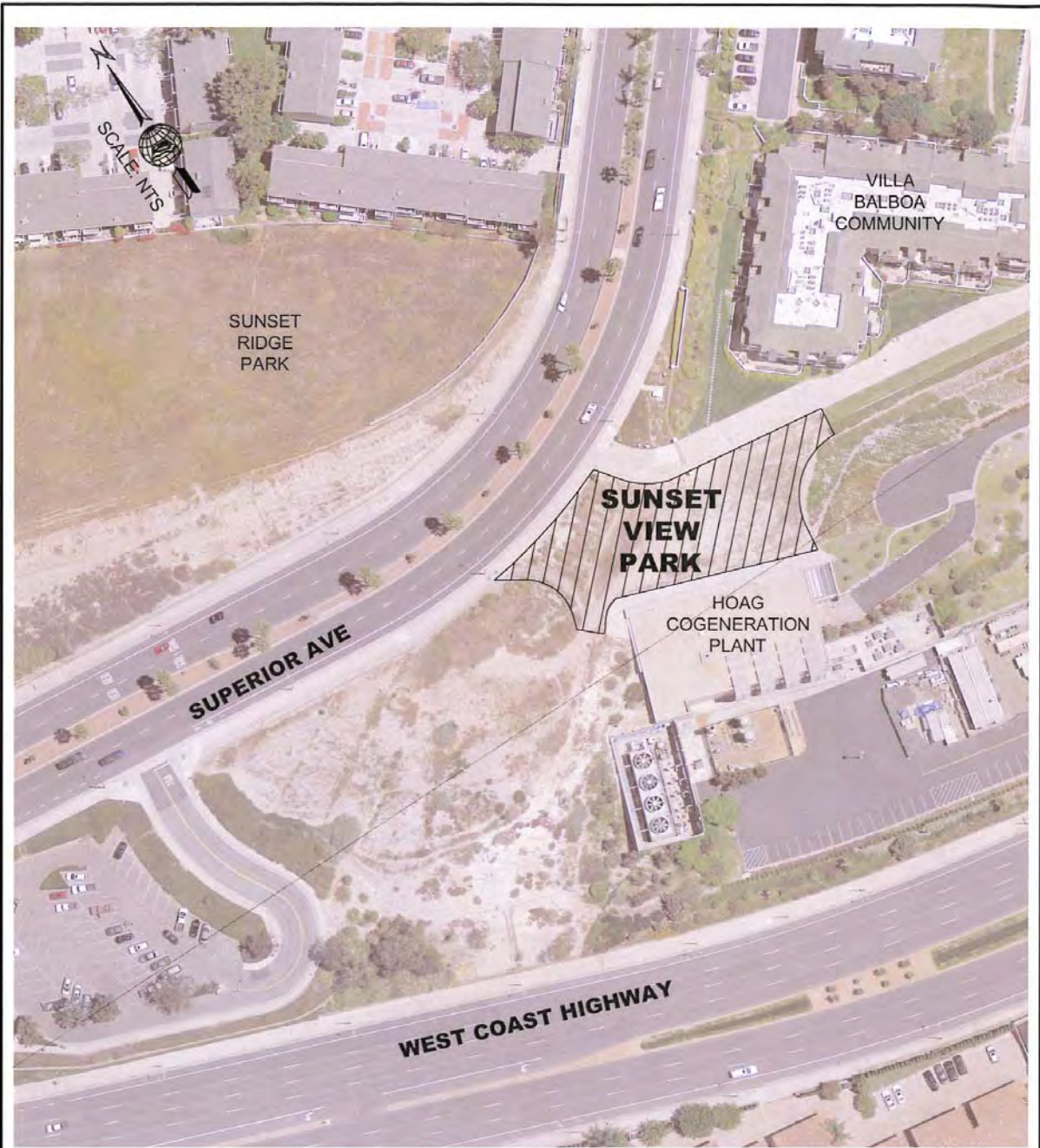
Staff presented the conceptual plans to representatives from the Villa Balboa HOA Board of Directors on April 23, 2013. The Board members indicated their support for the conceptual plans with minor comments and plan to schedule this item for formal support of the Board at their May, 2013 meeting. An environmental assessment was conducted on the property and determined that no sensitive plant species exist. Staff has determined this project is exempt from CEQA as a minor modification to existing land and will be preparing a Notice of Exemption for the project.

Following approval of conceptual plans, staff will be working with the design consultant to prepare final plans and submittal of application for permit to the California Coastal Commission. Estimated schedule for final design and permitting is six to nine months. Staff anticipates soliciting bids and beginning construction in spring 2014.

**NOTICING:**

The agenda item has been noticed according to the Brown Act (72 hours in advance of the meeting at which the Commission considers the item). Residents within 500 feet of Sunset View Park were noticed (Attachment C).

- Attachments:
- A. Vicinity Map
  - B. Design Summary
  - C. Conceptual Plan



CITY OF NEWPORT BEACH  
LOCATION MAP  
SUNSET VIEW PARK

**Sunset View Park**

Newport Beach, California  
Preliminary Opinion of Probable Construction Costs

Prepared for: The City of Newport Beach  
Prepared by: EPTDESIGN and Urban Resources  
24 April 2013

**EPTDESIGN SUMMARY**

<i>Site Work Items Subtotal</i>	<b>\$106,189</b>
<i>Landscape Items Subtotal</i>	<b>\$70,481</b>
<b>PROJECT TOTAL</b>	<b>\$176,670</b>
<i>Mobilization - 2%</i>	<b>\$3,533</b>
<b>PROJECT GRAND TOTAL</b>	<b>\$180,204</b>

**SITE WORK ITEMS**

Item	Qty	Unit	Unit Cost	Total Cost
<b>CIVIL WORK</b>				
Rough Grading and Demolition	1	LS	\$20,714.00	\$20,714
Export Unsuitable Soils	290	CY	\$30.00	\$8,700
Precise Grading	1	LS	\$7,680.00	\$7,680
Storm Drain	1	LS	\$8,000.00	\$8,000
Sidewalk Culvert	1	LS	\$2,000.00	\$2,000
Erosion Control	1	LS	\$6,875.00	\$6,875
<b>HARDSCAPE ITEMS</b>				
Natural Gray Concrete Walk	1,927	SF	\$8.00	\$15,416
Truncated Domes at Fire Access Road	1	EA	\$500.00	\$500
Concrete Stairs with Cheekwall at Superior Avenue	1	LS	\$18,000.00	\$18,000
6" Concrete Mowcurb	288	LF	\$8.00	\$2,304
<b>WALLS</b>				
Relocate Park Monument Sign to Superior Avenue	1	LS	\$2,000.00	\$2,000
<b>METALWORK</b>				
Concrete Stair Handrails	1	LS	\$10,000.00	\$10,000
<b>SITE AMENITIES</b>				
Benches	1	EA	\$2,500.00	\$2,500
Trash Receptacle	1	EA	\$1,500.00	\$1,500
<b>SITE WORK ITEMS SUBTOTAL</b>				<b>\$106,189</b>

<b>LANDSCAPE ITEMS</b>				
<b>Item</b>	<b>Qty</b>	<b>Unit</b>	<b>Unit Cost</b>	<b>Total Cost</b>
Landscape Irrigation	20,909	SF	\$1.50	\$31,364
Weed Abatement	20,909	SF	\$0.03	\$627
Soil Prep/Fine Grading	20,909	SF	\$0.20	\$4,182
Planting Areas	11,572	SF	\$2.00	\$23,144
Turf - Sodded	9,337	SF	\$0.60	\$5,602
Bark Mulch	11,572	SF	\$0.30	\$3,472
60 Day Plant Establishment and Maintenance	20,909	SF	\$0.10	\$2,091
<b>LANDSCAPE ITEMS SUBTOTAL</b>				<b>\$70,481</b>

**Basis and Exclusions of Opinion of Probable Construction Costs**

The following plans were used in preparation of this Cost Model: Concept Plans prepared by EPTDESIGN dated 03-27-2013

**Scope of Project:**

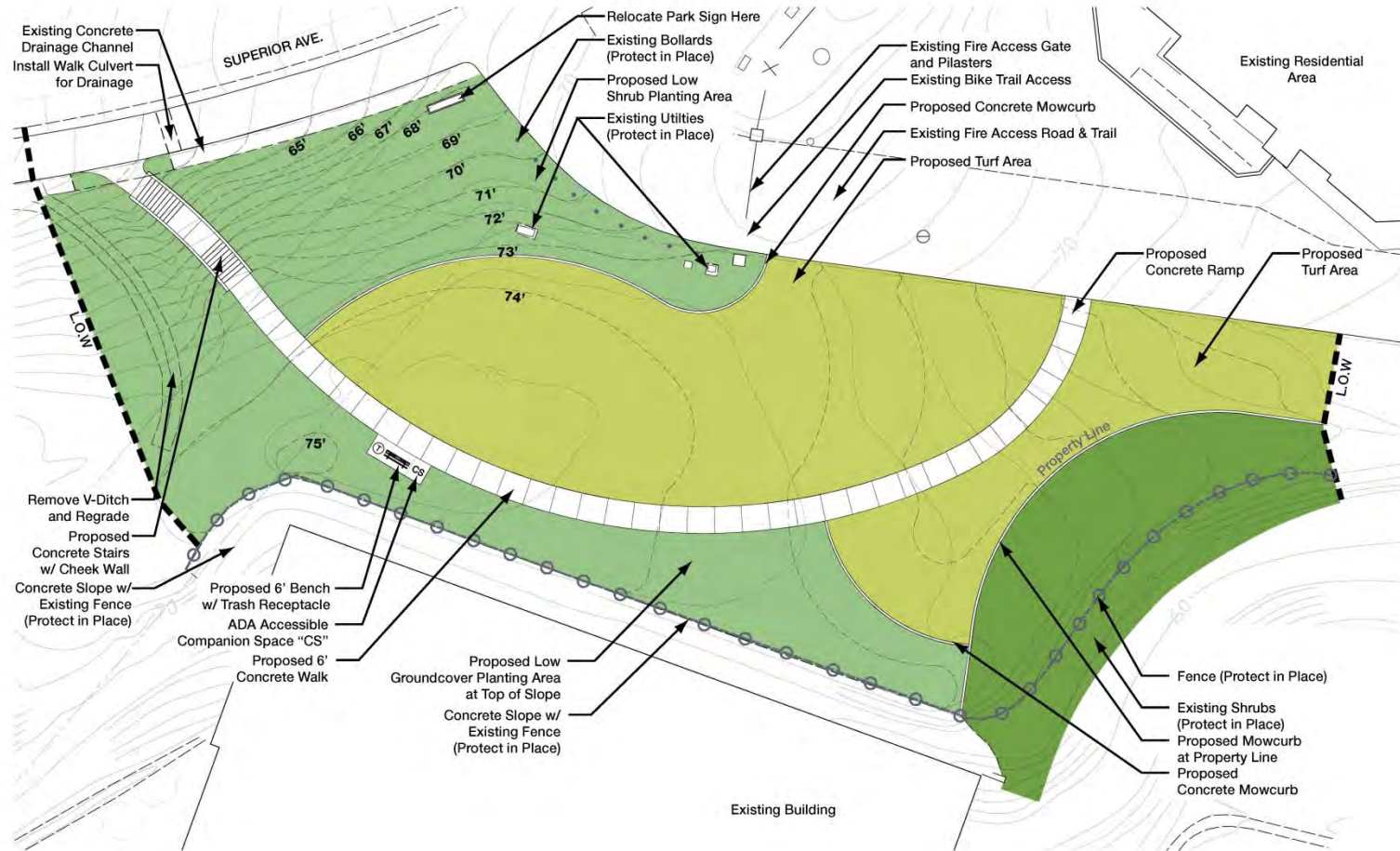
1. Since EPTDESIGN has no control over the cost of labor, inflation, materials, equipment, contractor's methods of determining prices, competitive bidding or market conditions, this statement of probability costs are made on the basis of professional experience and qualifications. This estimate represents EPTDESIGN's best judgment as a professional design consultant familiar with the construction industry. However, EPTDESIGN does not guarantee that proposals, bids or the construction cost will not vary from the cost estimate prepared by them.
2. All costs are based on prevailing rates.
3. Variations in material costs, labor efficiency, wage rates and construction practices may affect the final bid costs.
4. Triangular spacing shall apply to informal shrub and groundcover planting areas.
5. Square spacing shall apply to formal (hedge) shrub planting areas.
6. Erosion control prevention; installation of silt fencing, wattles to fence removal and cleanup.
7. Walkways shall include forms, base and installation of the following: gray concrete, colored concrete, pre-cast pavers, decomposed granite and lot-lot surfacing.
8. Upon completion and final acceptance, landscape maintenance shall be a 60 day period.

**Exclusions:**

1. Surveillance Equipment
2. Removal of unforeseen obstructions
3. Environmental impact mitigation
7. Walkway adjacent Roadway, to be installed with Street Improvement Plans

This cost estimate is an estimate only. These figures are supplied as a guide only. Experience indicates that a fewer number of bidders may result in higher bids, conversely an increased number of bidders may result in more competitive bids.

EPTDESIGN is not responsible for fluctuation in cost of material, labor components, or unforeseen contingencies. The cost estimate has been prepared, at the request of The City of Newport Beach prior to finalization of plans and specifications and, therefore, is subject to change.



**Park Concept Plan**

Sunset View Park  
 Concept Design  
 Newport Beach, California

Prepared for:  
 City of Newport Beach  
 24 April 2013



## Municipal Operations Department

PB&R Commission Agenda  
Item No. 5B  
May 7, 2013

**TO:** Parks, Beaches and Recreation Commission  
**FROM:** Municipal Operations Director  
**SUBJECT:** *Special Tree Removal Request – Groves Bike Trail*

A handwritten signature in blue ink, appearing to be "M. Hill", written over a horizontal line.

### Recommendation

Staff recommends that the Parks, Beaches and Recreation (PB&R) Commission consider the removal of 13 Special City Trees, Landmark Trees along the Groves Bike Trail.

### Discussion

City Council Policy G-1, Retention or Removal of City Trees, Special City Trees, Landmark Trees, requires that the PB&R Commission approve the removal of a Special Tree (Attachment A).

Staff is requesting approval for the removal of 13 City Eucalyptus globulus (Blue Gum) trees along the Groves Bike Trail. The trees are listed as Special City Trees under Landmark Trees.

At its December meeting, the Commission approved the removal of 54 trees along the bike trail. During the discussion, it was noted that additional trees could require removal and that staff would continue to evaluate trees along the trail. During the removals of the 54 trees in February, the City's consulting arborist evaluated the removal and remaining trees.

On March 21, staff met on site to identify and discuss the apparent evidence of severe root decay and potential liability in certain trees. The Urban Forester and the Parks and Trees Superintendent determined 13 trees were potential liabilities for possible tree failure. Consequently, staff strongly recommends the trees be removed to insure public safety and prevent property damage due to tree failure.

If the removals are approved, the replacement trees will be a combination of Torrey Pine, Coastal Live Oak and London Plane Trees. It should be noted that tree planting began during the week of April 22-26 to fill vacancies following the removals of 54 Blue Gum trees.

Staff has attached the Tree Removal Report, photographs, and related information to support the request and potential liability (Attachment B).

Council Member Rush Hill and the affected community associations have been notified and received a notice of the Commission meeting.

### Attachments

- (A) G-1 Policy
- (B) Tree Removal Report and photographs
- (C) Map (highlighting the surrounding property owners)

## 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 36" boxed trees, unless the parkway space will not accommodate a 36" 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  
Amended - October 11, 2011

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	Phoneix 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 (between Irvine Ave & Tustin Ave)	<i>Eucalyptus globulus</i> (18)
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 (Irvine Ave to St. Andrews Road)	<i>Ficus microcarpa</i> 'Nitida' (21)
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 (adjacent to Cliff Drive Park)	<i>Schinus terebinthefolius</i> (12)
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)

- 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



# Municipal Operations Department

April 23, 2013

*Human Resources*

**TO:** Municipal Operations Deputy Director

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

Received by: CML

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

PROPERTY OWNER(S) INFORMATION:	Name:	<b>Parks and Trees Division</b>
	Tree	<b>Groves Bike Trail</b>
	Location:	

The City's Urban Forester is requesting removal of 13 City Blue Gum trees based on the criteria of the City Council Policy G-1, Removal of Special City Tree.

A field inspection confirmed 13 Blue Gum City trees with severe decay and potential liability.

**Staff recommends forwarding the Special Tree Removal request to the Parks, Beaches and Recreation Commission for review and approval.**

REPLACEMENT TREE: YES  NO

DESIGNATED TREE: Quercus agaifolia – Coastal Live Oak  
Platanus acerifolia 'Bloodgood' – London Plane  
Pinus torreyana – Torrey Pine

**MUNICIPAL OPERATIONS DEPUTY DIRECTOR'S  
COMMENTS/RECOMMENDATIONS:**

*Refer removal request to PB&R for consideration.*

Signature: *MR* Date: 4-25-13

**RISK MANAGER'S COMMENTS/RECOMMENDATIONS:**

*Risk Mgmt concurs with Staff recommendation*

Signature: *Sheri Anderson* Date: 4/25/13

**CITY MANAGER'S COMMENTS/RECOMMENDATIONS:**

*DU*

City Manager: *D. Kelly* Date: 4/20/13

Attachments



## Municipal Operations Department

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### TREE INSPECTION REPORT

**Name:** Parks and Trees Division

**Tree Location:** Groves Bike Trail

**Request:** The City's Urban Forester is requesting removal of 13 City Blue Gum trees based on the criteria of the City Council Policy G-1, Removal of Special City Tree.

**Tree Species:** Eucalyptus globulus – Blue Gum

**Designated Street Tree:** Quercus agrifolia – Coastal Live Oak  
Platanus acerifolia 'Bloodgood' – London Plane  
Pinus torreyana – Torrey Pine

**Estimated Tree Value:** \$45,490.00

**Damage:** N/A

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

**Comments:** A field inspection confirmed 13 Blue Gum City trees with severe decay and potential liability.

**Inspected by:** John Conway **Date:** April 23, 2013  
John Conway, Urban Forester

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

**Reviewed by:** Dan P. Sereno **Date:** April 23, 2013  
Dan P. Sereno, Parks and Trees Superintendent

Newport Beach Blue Gum Eucalyptus Tree Data

Address	StreetName	Side	Tree Number	Probability of Failure	Size of Part	Target Rating	Overall Risk Rating	Other Factors
	GROVES 2 BIKE TRAIL	Park	3	2	2	2	6	
	GROVES 2 BIKE TRAIL	Park	7	3	2	3	8	Monitor Lean
	GROVES 2 BIKE TRAIL	Park	8	3	3	2	8	Monitor Lean
	GROVES 2 BIKE TRAIL	Park	9	2	2	2	6	
	GROVES 2 BIKE TRAIL	Park	10	2	2	3	7	
	GROVES 2 BIKE TRAIL	Park	13	2	3	2	7	
	GROVES 2 BIKE TRAIL	Park	15	2	2	2	6	
	GROVES 2 BIKE TRAIL	Park	16	2	3	2	7	
	GROVES 2 BIKE TRAIL	Park	17	2	2	2	6	
	GROVES 2 BIKE TRAIL	Park	19	2	3	2	7	
	GROVES 2 BIKE TRAIL	Park	20	3	2	2	7	
	GROVES 2 BIKE TRAIL	Park	21	3	2	2	7	
	GROVES 2 BIKE TRAIL	Park	22	2	2	2	6	
	GROVES 2 BIKE TRAIL	Park	23	2	2	2	6	
	GROVES 2 BIKE TRAIL	Park	24	2	3	2	7	
	GROVES 2 BIKE TRAIL	Park	25	2	3	2	7	
	GROVES 2 BIKE TRAIL	Park	26	2	2	2	6	

Newport Beach Blue Gum Eucalyptus Tree Data

Address	StreetName	Side	Tree Number	Probability of Failure	Size of Part	Target Rating	Overall Risk Rating	Other Factors
	GROVES 2 BIKE TRAIL	Park	27	2	2	1	5	
	GROVES 2 BIKE TRAIL	Park	28	3	2	2	7	
	GROVES 2 BIKE TRAIL	Park	30	1	2	1	4	
	GROVES 2 BIKE TRAIL	Park	31	2	2	2	6	
	GROVES 2 BIKE TRAIL	Park	32	2	2	2	6	
	GROVES 2 BIKE TRAIL	Park	33	1	1	1	3	
	GROVES 2 BIKE TRAIL	Park	34	4	2	2	8	
	GROVES 2 BIKE TRAIL	Park	35	2	2	2	6	
	GROVES 2 BIKE TRAIL	Park	36	2	3	2	7	
	GROVES 2 BIKE TRAIL	Park	37	4	2	2	8	Monitor Lean
	GROVES 2 BIKE TRAIL	Park	38	2	2	2	6	
	GROVES 2 BIKE TRAIL	Park	39	2	2	2	6	
	GROVES 2 BIKE TRAIL	Park	40	2	2	2	6	
	GROVES 2 BIKE TRAIL	Park	41	2	3	2	7	
	GROVES 2 BIKE TRAIL	Park	42	2	2	2	6	
	GROVES 2 BIKE TRAIL	Park	43	5	2	2	9	Recently Exposed, Remove
	GROVES 2 BIKE TRAIL	Park	44	5	2	2	9	Recently Exposed, Remove

Newport Beach Blue Gum Eucalyptus Tree Data

Address	StreetName	Side	Tree Number	Probability of Failure	Size of Part	Target Rating	Overall Risk Rating	Other Factors
2	GROVES BIKE TRAIL	Park	45	2	2	2	6	
2	GROVES BIKE TRAIL	Park	47	2	3	2	7	
2	GROVES BIKE TRAIL	Park	48	1	2	1	4	
2	GROVES BIKE TRAIL	Park	49	3	3	2	8	
2	GROVES BIKE TRAIL	Park	50	2	3	3	8	
2	GROVES BIKE TRAIL	Park	66	2	2	2	6	Monitor Lean
2	GROVES BIKE TRAIL	Park	67	5	2	2	9	Recently Exposed, Remove
2	GROVES BIKE TRAIL	Park	76	5	2	2	9	Recently Exposed, Remove
2	GROVES BIKE TRAIL	Park	78	5	2	2	9	Recently Exposed, Remove
2	GROVES BIKE TRAIL	Park	85	5	2	2	9	Recently Exposed, Remove
2	GROVES BIKE TRAIL	Park	88	2	3	2	7	
2	GROVES BIKE TRAIL	Park	89	3	2	2	7	
2	GROVES BIKE TRAIL	Park	90	2	3	2	7	
2	GROVES BIKE TRAIL	Park	104	3	3	2	8	



218



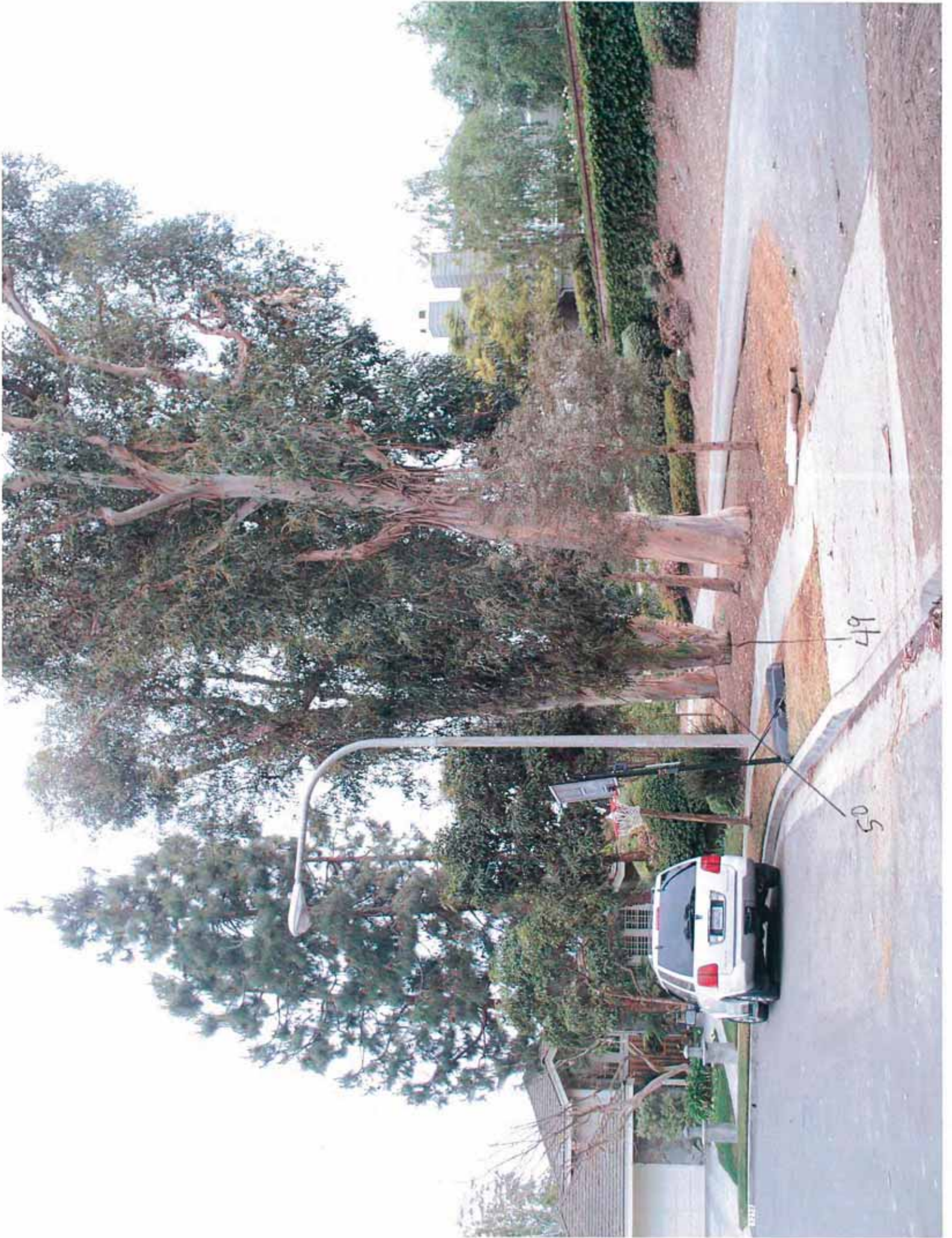
44 43

37

34

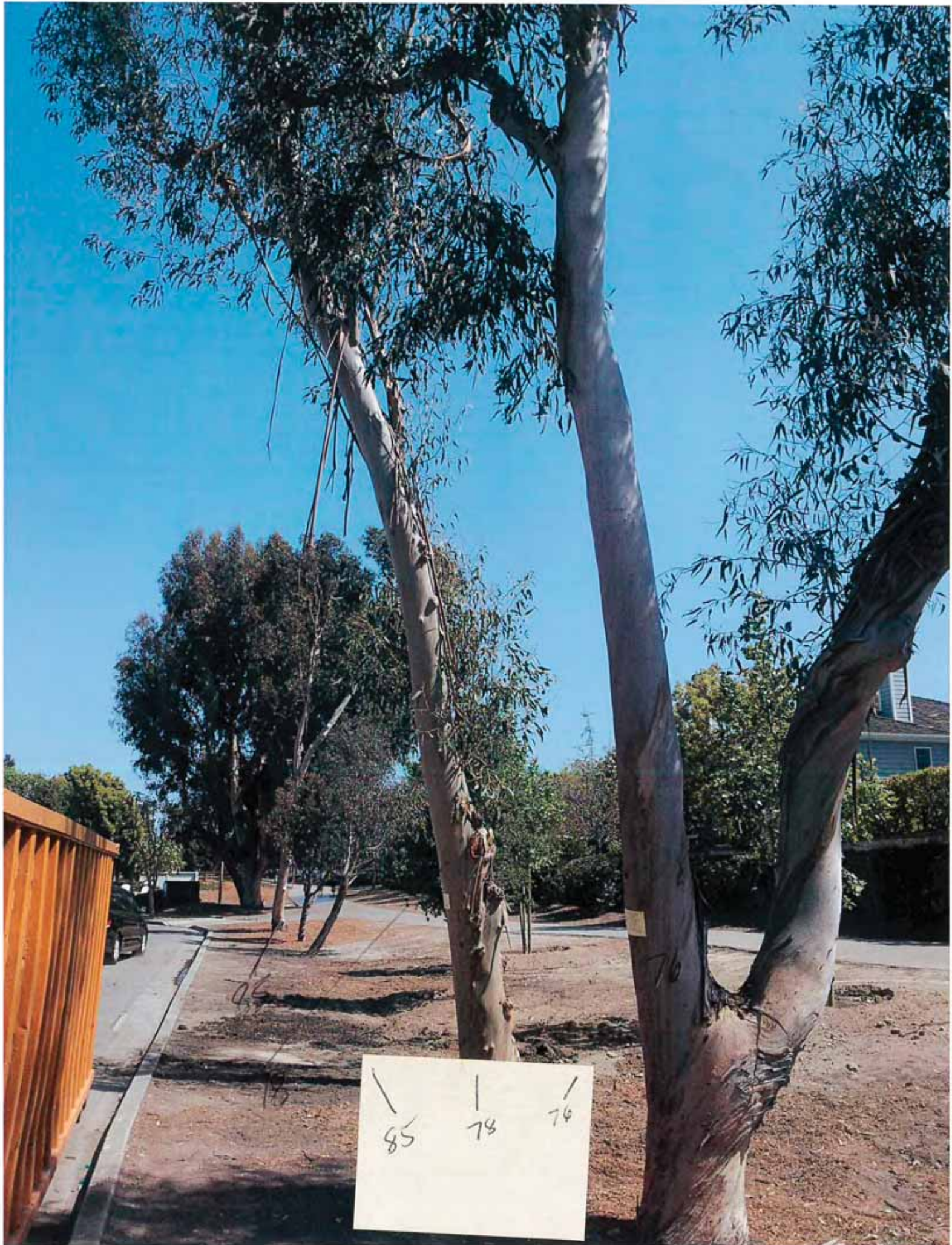


44 - 144





67



85 78 74



104



**Proposed Tree Removal  
Grove Bike Trail**

- Proposed Removal
- Trees to be Retained


0 80 160 Feet

Date: 04/04/2013 | N:\na\GroveBikeTrail\_TreeRemoval\_OVERVIEW



**Proposed Tree Removal  
Grove Bike Trail**

- Proposed Removal
- Trees to be Retained

  
 0 20 40 Feet



**Proposed Tree Removal  
Grove Bike Trail**

- Proposed Removal
- Trees to be Retained

0 20 40 Feet





## Municipal Operations Department

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PB&R Commission Agenda  
Item No. 5C  
May 7, 2013

**TO:** Parks, Beaches and Recreation Commission  
**FROM:** Municipal Operations Director  
**SUBJECT:** *Special Trees Removal Request – Marine Avenue*

A handwritten signature in blue ink, appearing to be "M. J. ...", is written over the subject line and extends into the right margin.

### Recommendation

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

### Discussion

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

Per City Council Policy G-1, staff is requesting the removal of City Eucalyptus trees that are adjacent to 207, 301, and 302 Marine Avenue. The trees are listed as a Special City Tree under Neighborhood Trees.

On September 19, 2012, staff submitted a request for the removal of several City Eucalyptus trees after an inspection by the City's Urban Forester confirmed decay and potential liability in front of 207, 301, and 302 Marine Avenue. If the removals are approved, *Tristania laurina* replacement trees will be planted as soon as possible before the busy summer season on the Island.

Staff has attached the Tree Removal Report, and photographs related to the request (Attachment C). In addition, another eucalyptus tree in front of 324 Marine Avenue, was removed on March 14, 2013 on an Emergency Removal basis. Two large cracks had appeared in the main trunk and caused a tree branch to fall and damage two vehicles.

The property owners, Council Member Edward Selich and the Balboa Island Business Association have received a copy of this report and a notice of the Commission meeting. Additionally, notification letters related to this removal request were sent out to the surrounding property owners (Attachment D). The trees were posted, per Policy G-1, 30 days prior to any removals occurring.

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

## 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.



# Municipal Operations Department

October 10, 2012

**TO:** Deputy Municipal Operations Director

**FROM:** Parks/Trees Superintendent

**SUBJECT:** *Tree Removal Review – Special Trees*

**PROPERTY OWNER(S) / REQUESTER INFORMATION:**

**Name:** City Urban Forester

**Tree Location(s):** **Marine Avenue:** 207 – Front 1, 301 – Front 1, 302 – Front 1

The Urban Forester is requesting removal of three City trees that are decaying and creating a potential liability.

The trees are listed as Special Trees, Neighborhood Trees, which necessitates the recommendation of the Municipal Operations Director and Risk Manager, and approval of the City Manager prior to removal (Policy G-1, page 2, paragraph 3).

**REPLACEMENT TREE(S):**       **YES**                       **NO**

**DESIGNATED TREE(S):**

**DEPUTY MUNICIPAL OPERATIONS DIRECTOR – COMMENTS / RECOMMENDATIONS:**

*Recommend that the PBTR Commission consider the removal of these special trees, per G-1 Policy.*

Signature: *[Signature]*                      Date: 4-18-13

**RISK MANAGER – COMMENTS / RECOMMENDATIONS:**

*Risk Mgmt concurs with tree removal*

Signature: *[Signature]*                      Date: 4/22/13

**CITY MANAGER – COMMENTS / RECOMMENDATIONS:**

*Concur*

Signature: *[Signature]*                      Date: 4/23/13



# Municipal Operations Department

## TREE INSPECTION REPORT

**Name:** Parks and Trees Division

**Tree Locations:** **Marine Avenue:**

- 207 - Front 1, Eucalyptus viminalis/Manna Gum
- 301 - Front 1, Eucalyptus rudis/Desert Gum
- 302 - Front 1, Eucalyptus rudis/Desert Gum

**Request:** The City's Urban Forester is requesting removal of three City trees that are decaying and creating a potential liability.

**Botanical/Common Names:** *as noted above*

**Designated Street Tree:** *Tristania laurina - Water Gum*

**Estimated Trees Value:** \$14,500

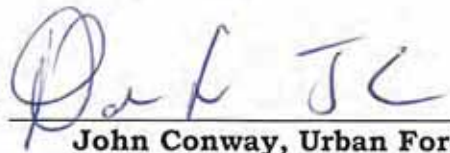
**Damage:** N/A

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

**Comments:** A field inspection confirmed City trees are within a confined area.

The trees are listed as Special Trees, Neighborhood Trees, which necessitates the recommendation of the Municipal Operations Director and Risk Manager, and approval of the City Manager prior to removal (Policy G-1, page 2, paragraph 3).

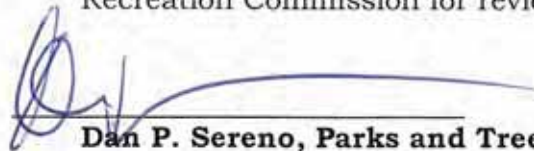
**Inspected by:**

  
John Conway, Urban Forester

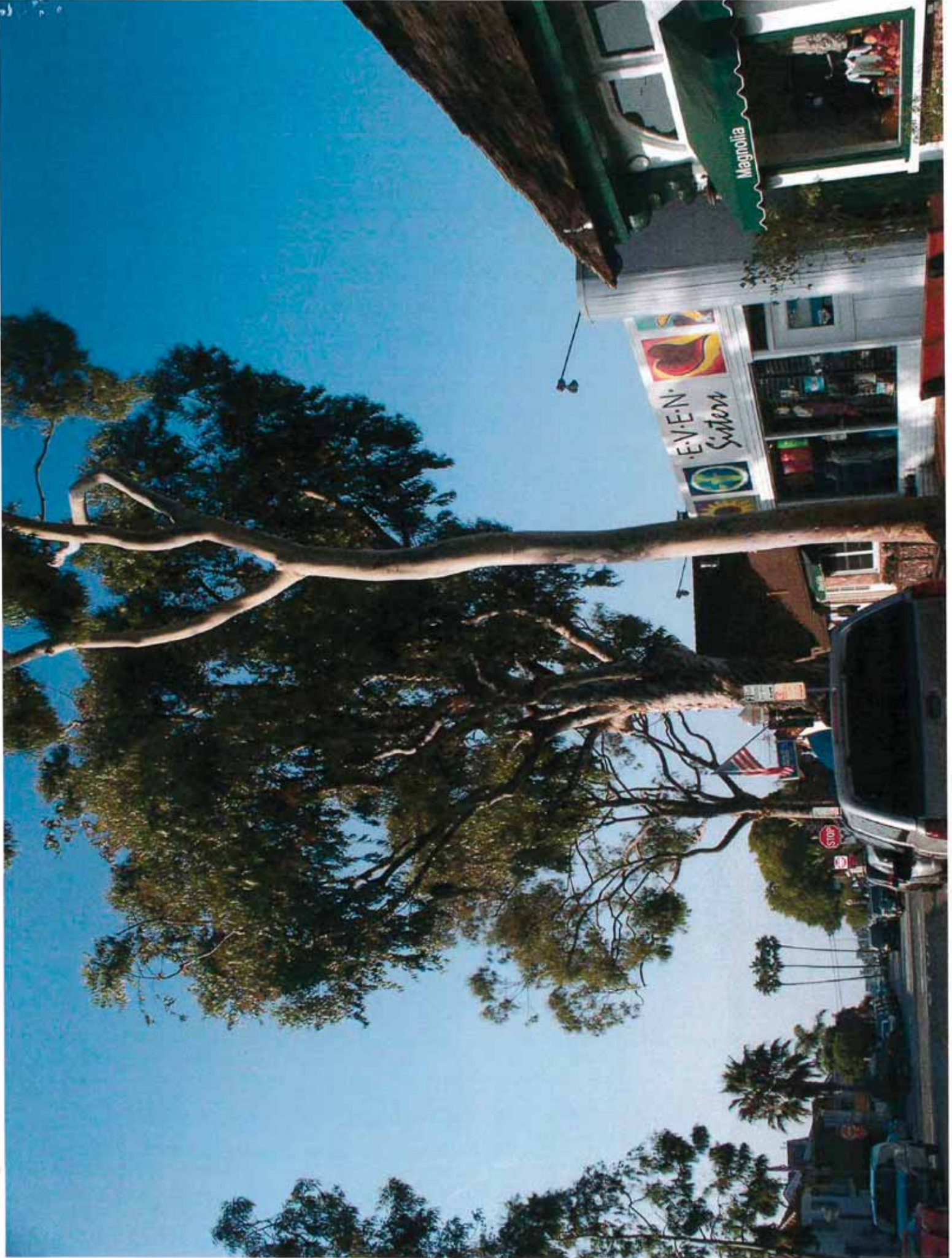
**Date:** March 6, 2013

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

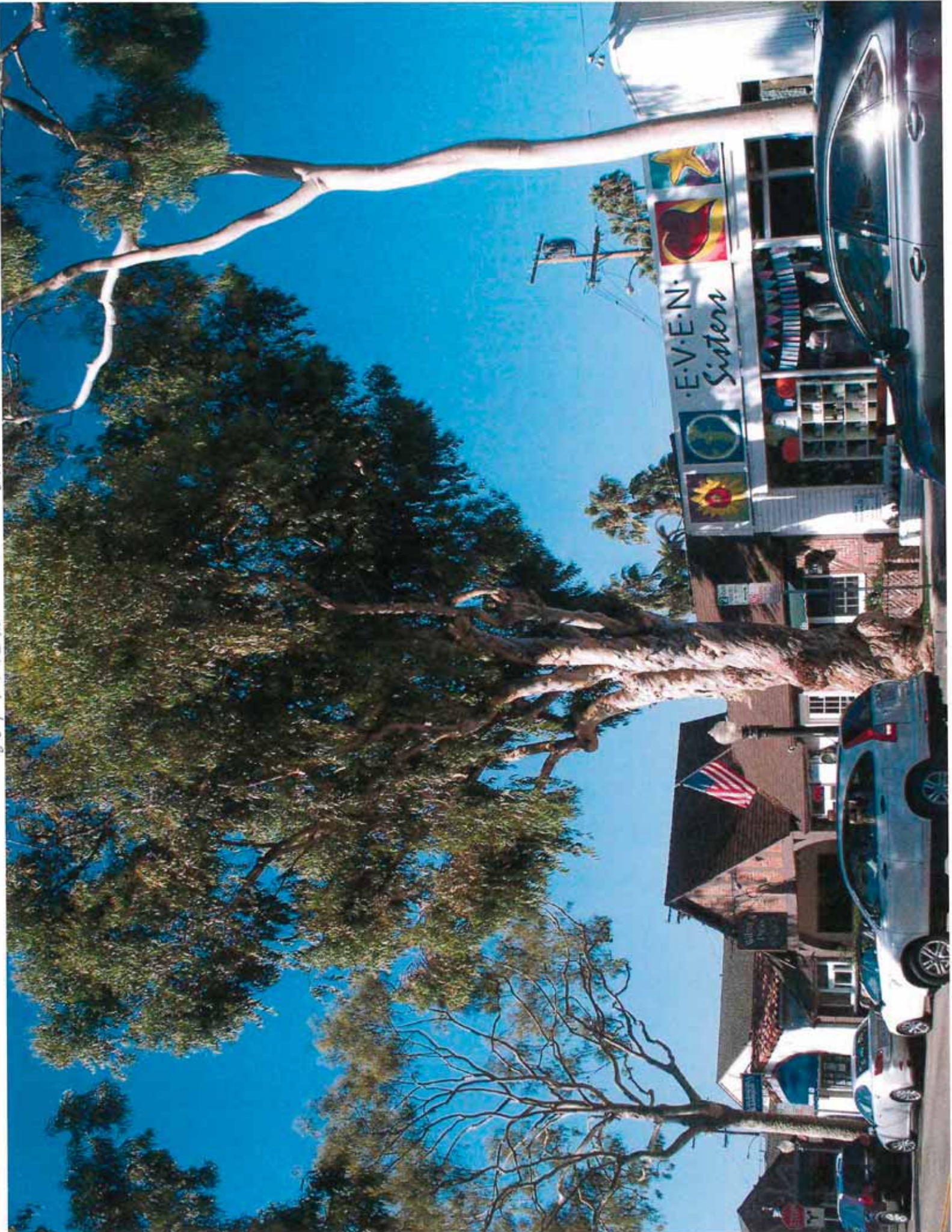
**Reviewed by:**

  
Dan P. Sereno, Parks and Trees Superintendent

**Date:** March 6, 2013



2012  
207 Main St N



1 207 Marine Av. SOC. Vinalon. 2011

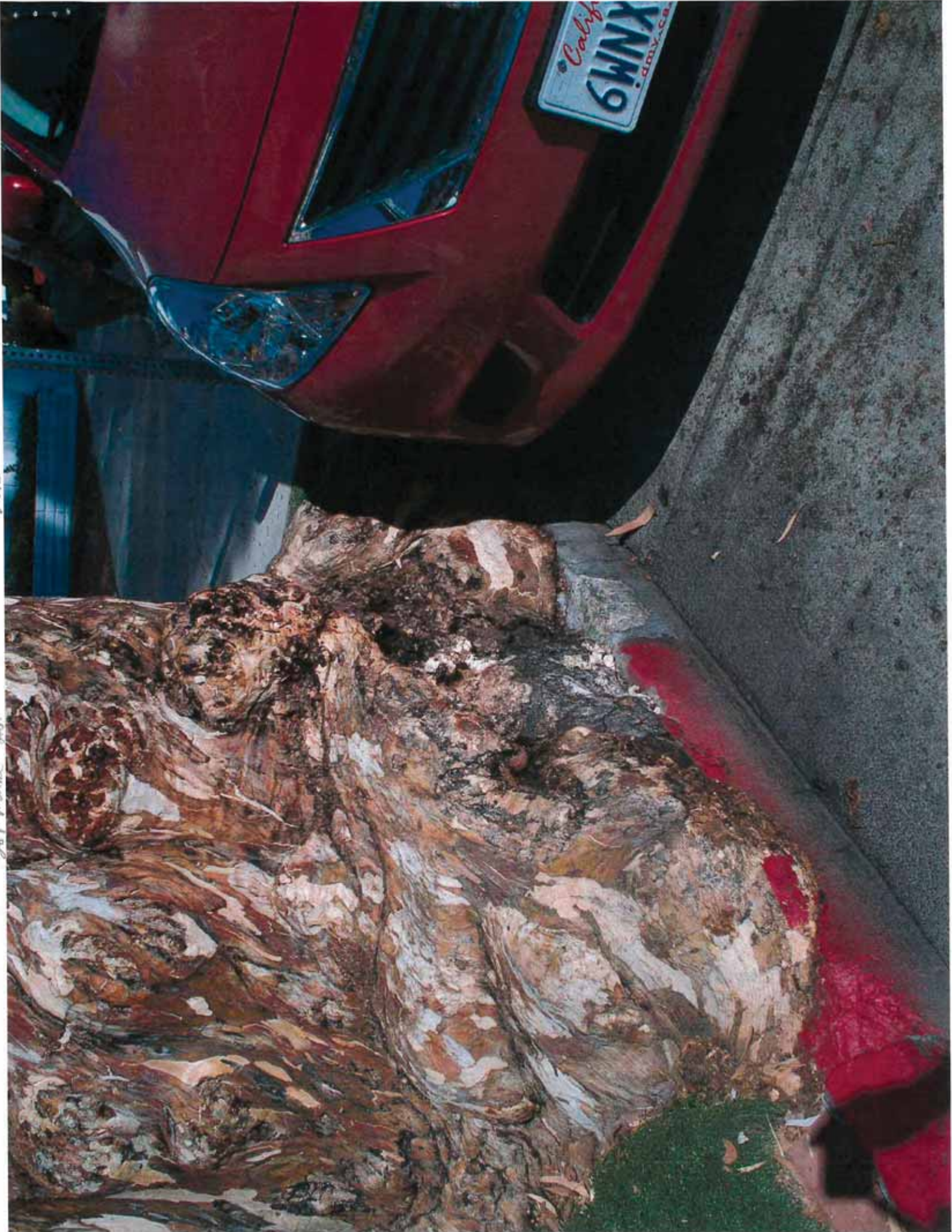


207 Marine Av.

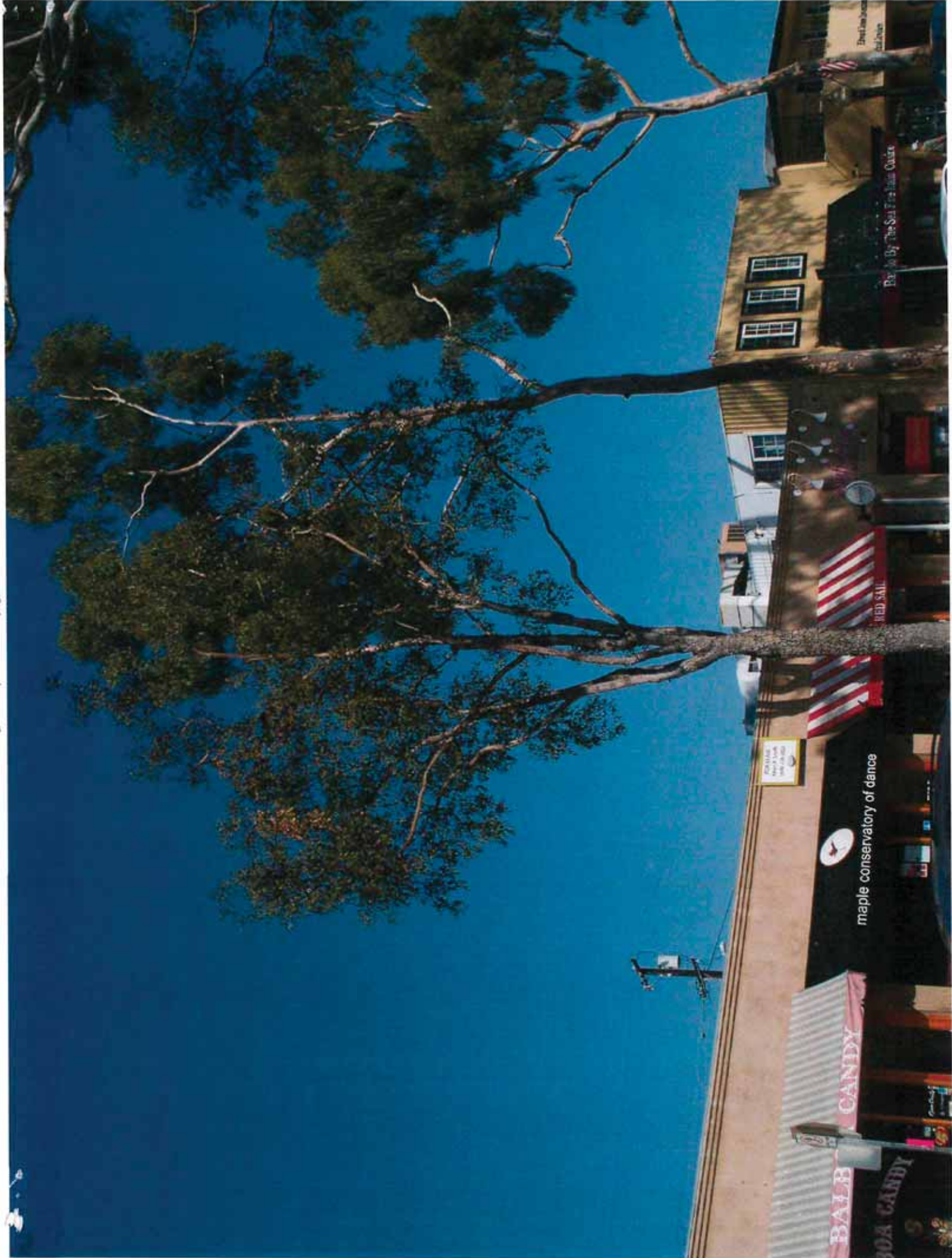


2012

2017 Pacific Ave.



301 Marine Ave.



maple conservatory of dance



BAER CANDY



Play By The Sea Free Hair Course

OFFICIAL PARTNER  
OF THE

The Playhouse  
Theater

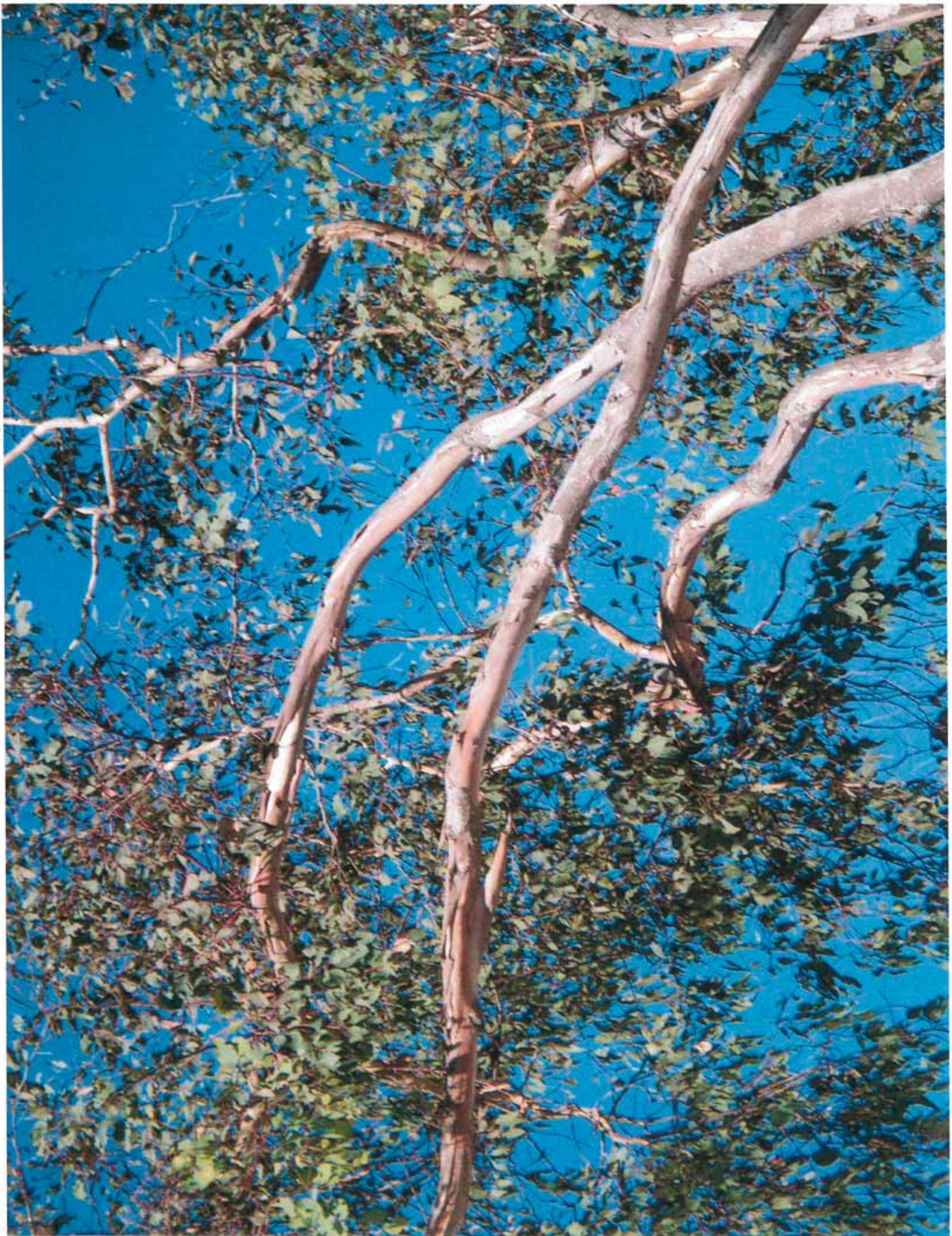
✓ 301 Marine Av. - Soc. Audis  
2011



2012



2012

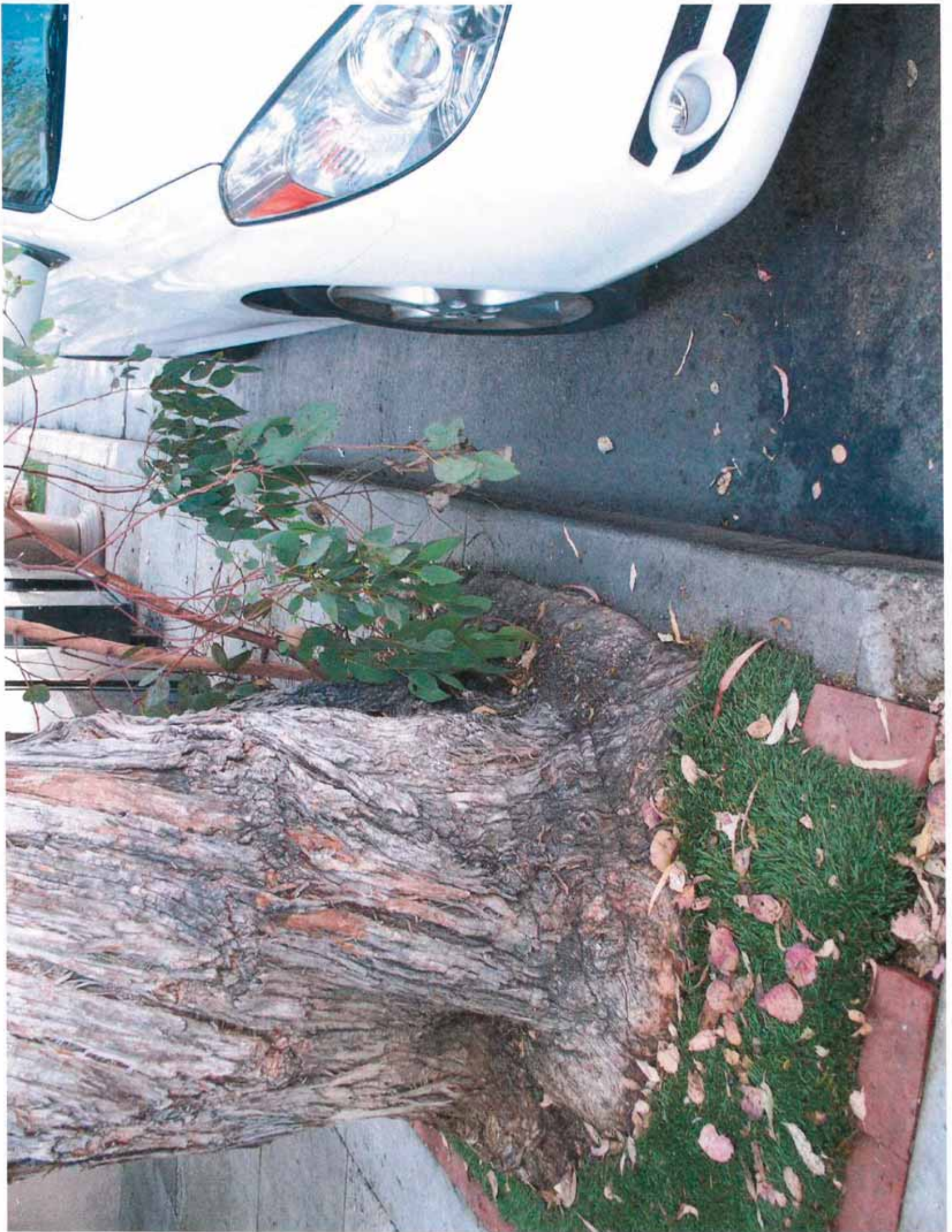


302 MAIN ST



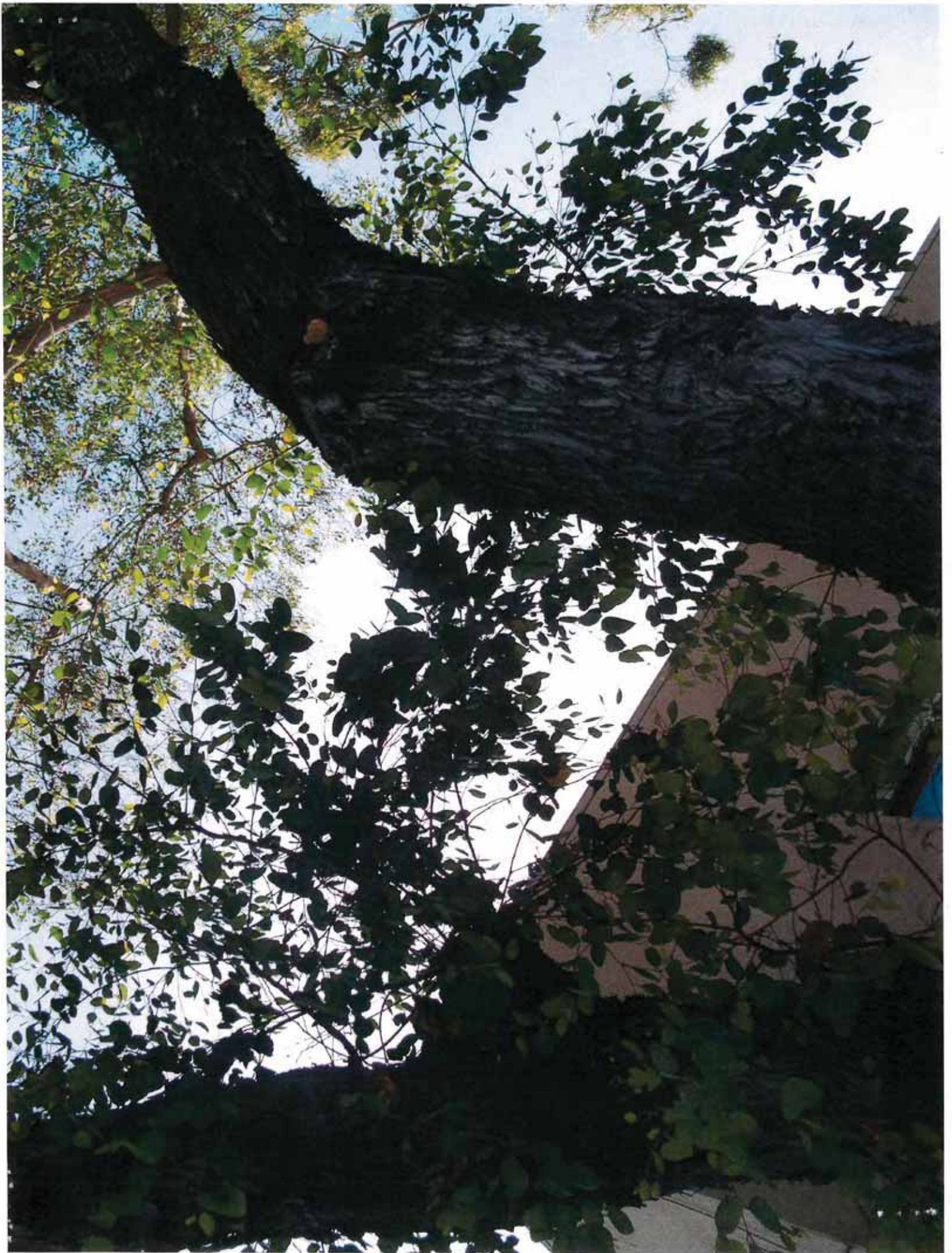
308 Marine Av - San. Podis, F-1 2011





2012






324  
Maine Av. ↗

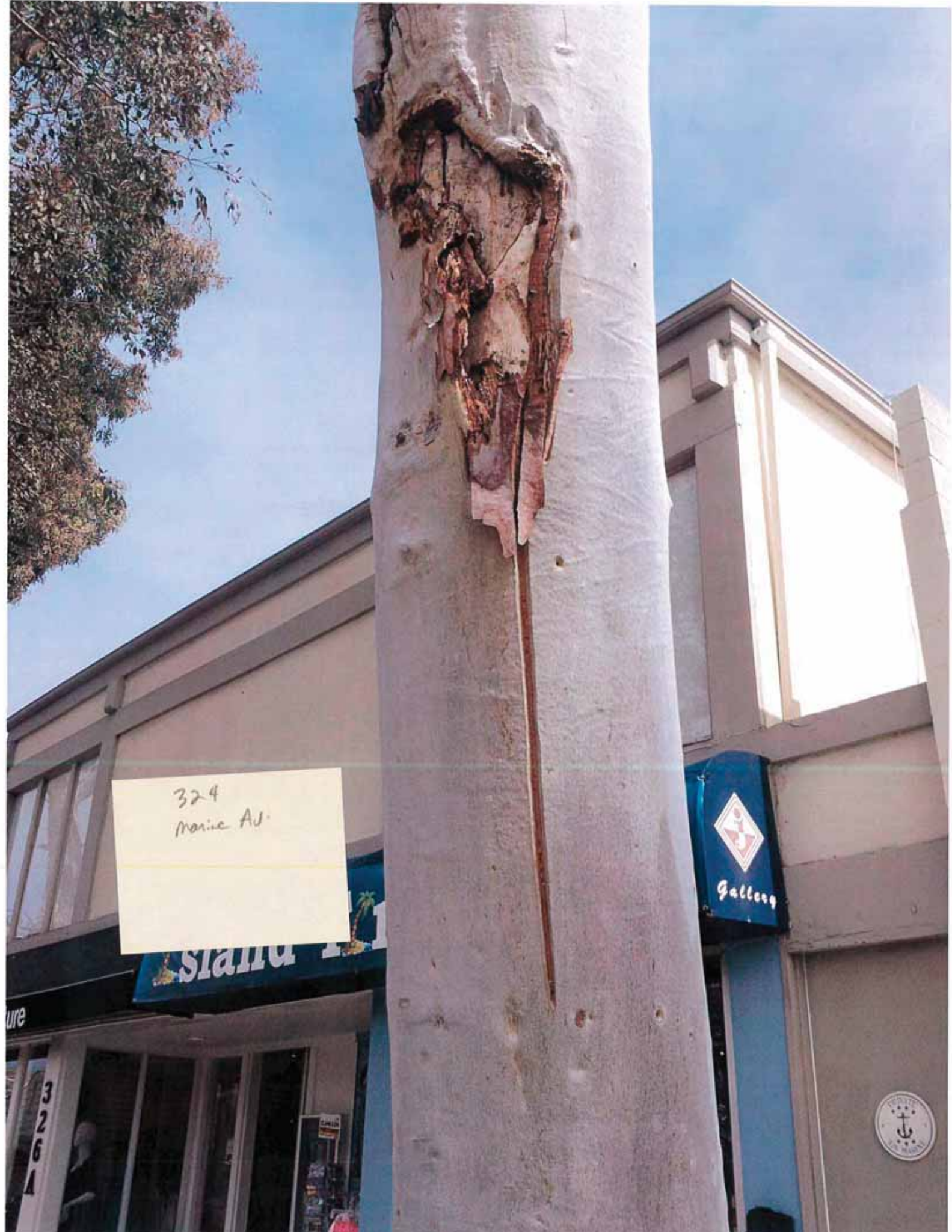
BALEGA ISLAND





324  
Native Av.

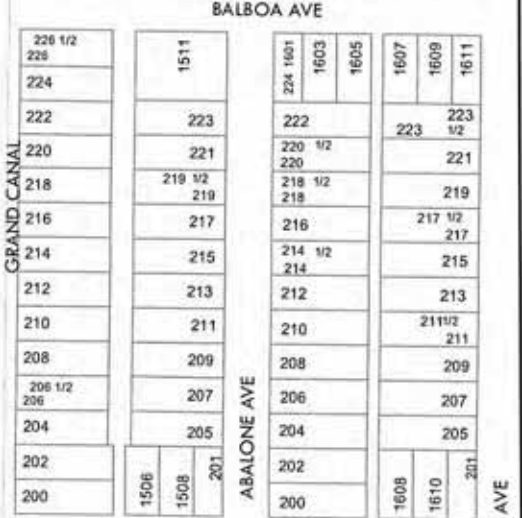
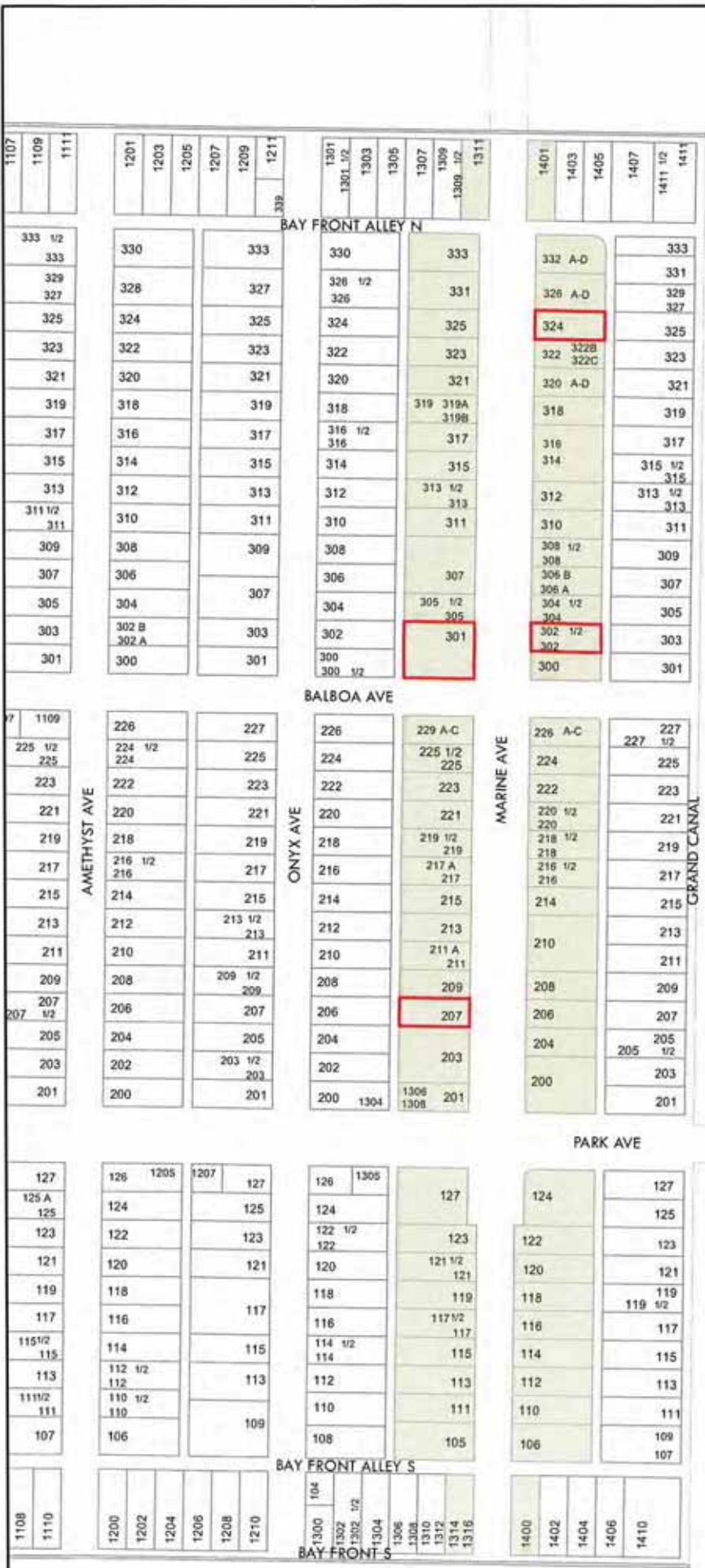
324  
Marie Av.



Gallego



3264



**Properties Notified**

- 207 Marine Ave.
- 301 Marine Ave.
- 302 Marine Ave.
- 324 Marine Ave.

**North Arrow**

**0 50 100 200 Feet**



## Municipal Operations Department

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PB&R Commission Agenda

Item No. 5D

May 7, 2013

**TO:** Parks, Beaches and Recreation Commission  
**FROM:** Municipal Operations Director  
**SUBJECT:** *Special Trees Removal Request – 541 Hazel Drive on Poppy Avenue*

A handwritten signature in blue ink, appearing to read "M. J. [unclear]", is written over the subject line.

### Recommendation

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

### Discussion

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

Staff is requesting the removal of City Eucalyptus tree that is located on Poppy Avenue adjacent to 541 Hazel Drive.

The tree is listed as a Special City Tree under Neighborhood Trees. On March 6, 2013, staff submitted a request for the removal of this tree after an inspection by the City's Urban Forester confirmed decay in the tree and it being a potential liability. If the removal is approved, the replacement tree will be a *Tristania laurina*.

Staff has attached the Tree Removal Report and photographs related to the request (Attachment C).

The property owner and Council Member Nancy Gardner have received a copy of this report and a notice of the Commission meeting. Additionally, notification letters related to this removal request were sent out to the surrounding property owners (Attachment D). The trees were posted, per Policy G-1, 30 days prior to any removal occurring.

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

## 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.



# Municipal Operations Department

March 12, 2013

**TO:** Municipal Operations Deputy Director

*Human Resources*

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

RECEIVED by: *ICek*

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

PROPERTY OWNER(S)  
INFORMATION:

Name: **Parks and Trees Division**  
Tree Location: **541 Hazel Drive / Rear 1 / On Poppy Avenue**

The City's Urban Forester is requesting removal of a City Desert Gum tree in the rear on Poppy Avenue that is declining and creating a potential liability.

A field inspection the tree is declining with a potential for tree failure.

The trees are listed as a Special Trees, Neighborhood Trees under City Council Policy G-1. Parks, Beach and Recreation Commission should be notified of tree removal.

**Staff recommends removal of the City tree.**

REPLACEMENT TREE: YES  NO

DESIGNATED TREE: **Tristania laurina – Water Gum**

MUNICIPAL OPERATIONS DEPUTY DIRECTOR'S COMMENTS/RECOMMENDATIONS:

*Declining tree - recommend removal to PB&R Commission.*

Signature: *UJR*

Date: *4-17-13*

RISK MANAGER'S COMMENTS/RECOMMENDATIONS:

*Risk Mgmt concurs with staff recommendation*

Signature: *Sheri Anderson*

Date: *4/17/13*

CITY MANAGER'S COMMENTS/RECOMMENDATIONS:

City Manager: *OU*  
*Jockey*

Date: *4/23/13*

Attachments



# Municipal Operations Department

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## TREE INSPECTION REPORT

**Name:** Parks and Trees Division

**Tree Location:** 541 Hazel Drive / Rear 1 / On Poppy Avenue

**Request:** The City's Urban Forester is requesting removal of a City Desert Gum tree in the rear on Poppy Avenue that is declining and creating a potential liability.

**Tree Species:** Eucalyptus rudis – Desert Gum

**Designated Street Tree:** Tristania laurina – Water Gum

**Estimated Tree Value:** \$3,040.00

**Damage:** N/A

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

**Comments:** A field inspection determined the tree is declining with a potential for tree failure.

The trees are listed as a Special Trees, Neighborhood Trees under City Council Policy G-1. Parks, Beach and Recreation Commission should be notified of tree removal.

**Inspected by:** John Conway **Date:** March 12, 2013  
John Conway, Urban Forester

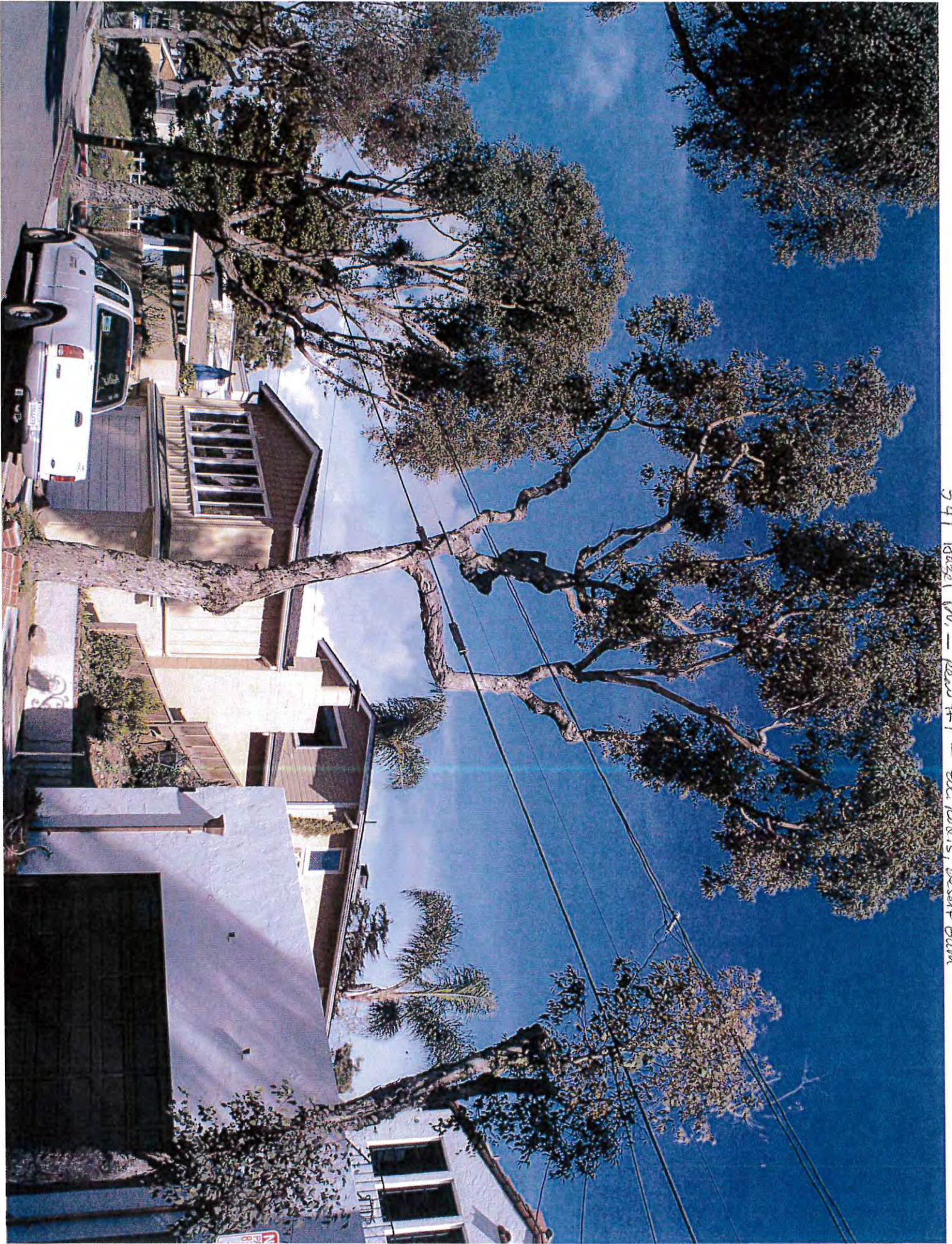
**Recommendation:** Remove the City tree in order to mitigate a potential liability.

**Reviewed by:** Dan P. Sereno **Date:** March 12, 2013  
Dan P. Sereno, Parks and Trees Superintendent



Recent sidewalk  
Replacement with  
foot privacy.





541 Hazel Dr. - Row #1 - See Rollis, Desert Glen



main trunk  
girdled by  
utility line  
& potential site  
for limb failure



lacuna  
↓

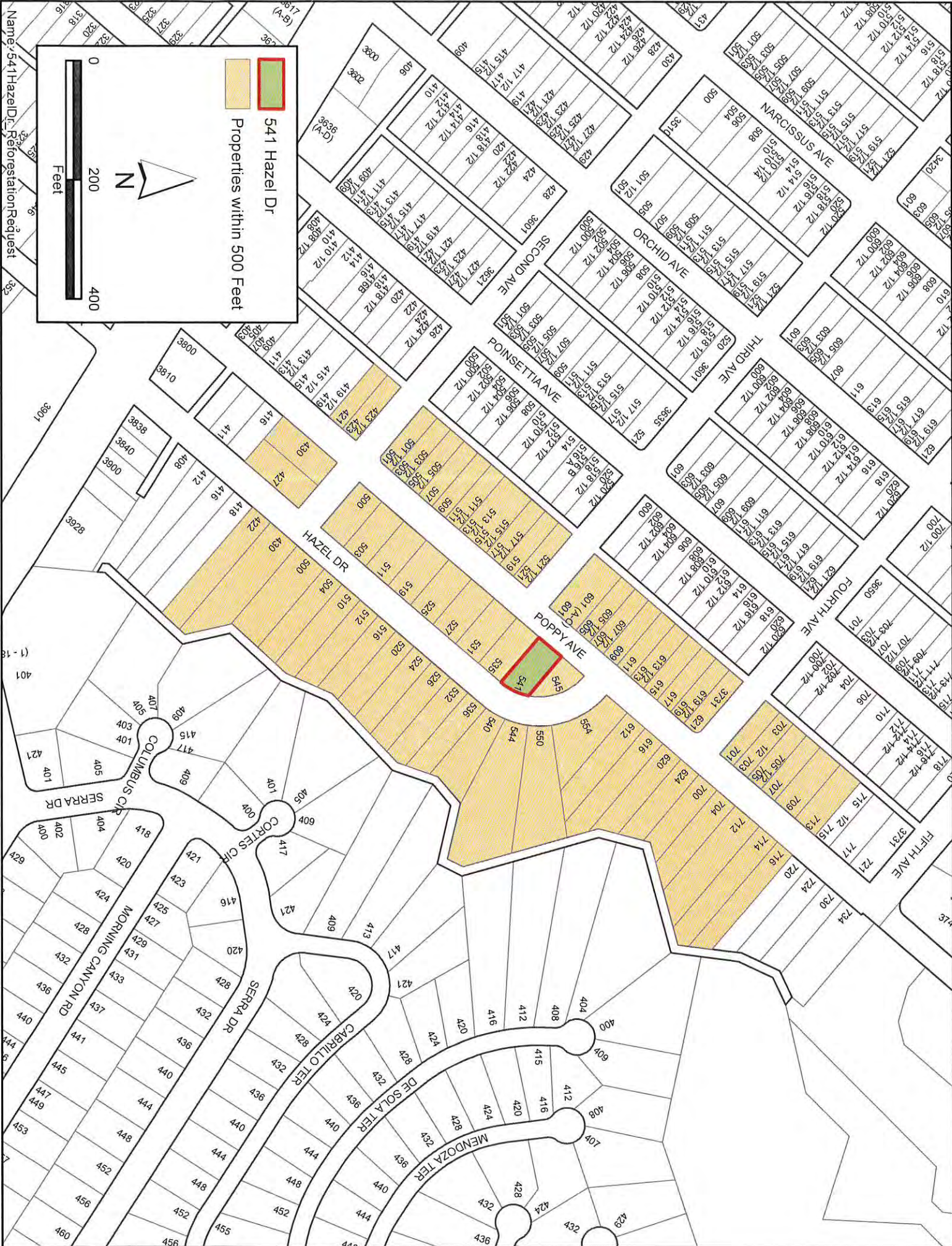


↓  
evidence of  
cank & decay.



↑  
tree below grade





Name: 541 Hazel Dr, Reforestation Request

0 200 400 Feet

N

541 Hazel Dr

Properties within 500 Feet