



CITY OF COSTA MESA

PARKS AND COMMUNITY SERVICES COMMISSION

Agenda

Thursday, February 9, 2023

6:00 PM

The Commission meetings are presented in a hybrid format, both in-person at City Hall and virtually via Zoom Webinar. Pursuant to the State of California Assembly Bill 361 (Gov. Code §54953(b)(3)) Commission Members and staff may choose to participate in person or by video conference.

You may participate via the following options:

1. Attending in person: Attendees are encouraged to wear masks at their discretion. If you are feeling ill, or if you've been exposed to someone with COVID-19, you may still participate in the meeting via Zoom.
2. Members of the public can view the Commission meetings live on COSTA MESA TV (SPECTRUM CHANNEL 3 AND AT&T U-VERSE CHANNEL 99) or http://costamesa.granicus.com/player/camera/2?publish_id=10&redirect=true and online at [youtube.com/costamesatv](https://www.youtube.com/costamesatv).

3. Zoom Webinar:

Please click the link below to join the webinar:

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- If Zoom is not already installed on your computer, click “Download & Run Zoom” on the launch page and press “Run” when prompted by your browser. If Zoom has previously been installed on your computer, please allow a few moments for the application to launch automatically.
- Select “Join Audio via Computer.”
- The virtual conference room will open. If you receive a message reading, “Please wait for the host to start this meeting,” simply remain in the room until the meeting begins.
- During the Public Comment Period, use the “raise hand” feature located in the participants’ window and wait for city staff to announce your name and unmute your line when it is your turn to speak. Comments are limited to 3 minutes, or as otherwise directed.

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During the Public Comment Period, press *9 to add yourself to the queue and wait for city staff to announce your name/phone number and press *6 to unmute your line when it is your turn to speak. Comments are limited to 3 minutes, or as otherwise directed.

4. Additionally, members of the public who wish to make a written comment on a specific agenda item, may submit a written comment via email to the pacscomments@costamesaca.gov. Comments received by 12:00 p.m. on the date of the meeting will be provided to the Commission, made available to the public, and will be part of the meeting record.

5. Please know that it is important for the City to allow public participation at this meeting. If you are unable to participate in the meeting via the processes set forth above, please contact the City Clerk at (714) 754-5225 or cityclerk@costamesaca.gov and staff will attempt to accommodate you. While the City does not expect there to be any changes to the above process for participating in this meeting, if there is a change, the City will post the information as soon as possible to the City’s website.

Note that records submitted by the public will not be redacted in any way and will be posted online as submitted, including any personal contact information.

All pictures, PowerPoints, and videos submitted for display at a public meeting must be previously reviewed by staff to verify appropriateness for general audiences. No links to YouTube videos or other streaming services will be accepted, a direct video file will need to be emailed to staff prior to each meeting in order to minimize complications and to play the video without delay. The video must be one of the following formats, .mp4, .mov or .wmv. Only one file may be included per speaker for public comments. Please e-mail to pacscomments@costamesaca.gov NO LATER THAN 12:00 Noon on the date of the meeting.

Note regarding agenda-related documents provided to a majority of the Commission after distribution of the agenda packet (GC §54957.5): Any related documents provided to a majority of the Commission after distribution of the Agenda Packets will be made available for public inspection. Such documents will be posted on the city's website and will be available at the City Clerk's office, 77 Fair Drive, Costa Mesa, CA 92626.

All cell phones and other electronic devices are to be turned off or set to vibrate. Members of the audience are requested to step outside the Council Chambers to conduct a phone conversation.

Free Wi-Fi is available in the Council Chambers during the meetings. The network username available is: CM_Council. The password is: cmcouncil1953.

As a LEED Gold Certified City, Costa Mesa is fully committed to environmental sustainability. A minimum number of hard copies of the agenda will be available in the Council Chambers. For your convenience, a binder of the entire agenda packet will be at the table in the foyer of the Council Chambers for viewing.

In compliance with the Americans with Disabilities Act, Assistive Listening headphones are available and can be checked out from the City Clerk. If you need special assistance to participate in this meeting, please contact the City Clerk at (714) 754-5225. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR 35.102.35.104 ADA Title II]. Language translation services are available for this meeting by calling (714) 754-5225 at least 48 hours in advance.

En conformidad con la Ley de Estadounidenses con Discapacidades (ADA), aparatos de asistencia están disponibles y podrán ser prestados notificando a la Secretaria Municipal. Si necesita asistencia especial para participar en esta junta, comuníquese con la oficina de la Secretaria Municipal al (714) 754-5225. Se pide dar notificación a la Ciudad por lo mínimo 48 horas de anticipación para garantizar accesibilidad razonable a la junta. [28 CFR 35.102.35.104 ADA Title II]. Servicios de traducción de idioma están disponibles para esta junta llamando al (714) 754-5225 por lo mínimo 48 horas de anticipación.

PARKS AND COMMUNITY SERVICES COMMISSION REGULAR MEETING

FEBRUARY 9, 2023 – 6:00 P.M.

CASSIUS RUTHERFORD
District 2 - Chair

SCOTT GLABB
District 1 - Commissioner

ELIZABETH DORN PARKER
District 6 - Vice Chair

KELLY BROWN
District 5 - Commissioner

CRISTIAN GARCIA ARCOS
District 4 - Commissioner

TERRY WALL
District 3 - Commissioner

SHAYANNE WRIGHT
At-Larger - Commissioner

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENTATION:

1. [ORANGE COUNTY MODEL ENGINEERS \(O.C.M.E.\) BY HAN23-1072
CASTIGNETTI](#)

PUBLIC COMMENTS – MATTERS NOT LISTED ON THE AGENDA

Comments are limited to three (3) minutes, or as otherwise directed.

COMMISSIONER COMMENTS AND SUGGESTIONS

Comments are limited to three (3) minutes, or as otherwise directed.

OLD BUSINESS:

1. [MINUTES](#) [23-1073](#)

RECOMMENDATION:

Approval of the minutes of January 12, 2023, Parks & Community Services Commission meeting.

Attachments: [11223 PACS Draft Minutes](#)

2. [RECOMMEND THAT THE COMMISSION REVIEW AND APPROVE 23-1067 CHANGES TO THE MUNICIPAL CODE SECTION TITLE 12 PARKS AND RECREATION](#)

RECOMMENDATION:

It is the recommendation of the Parks and Community Services Director that the Commission review and approve recommended changes to the Costa Mesa Municipal Code Title 12, sections 12-1 through 12-55 regarding Park Use Regulations.

Attachments: [STAFF REPORT](#)

- [1. 120822 PACS REPORT AND ATTACHMENT](#)
- [2. EXCERPT OF CMMC- TITLE 12 PARKS AND RECREATION 12.1 THROUGH 12.55](#)

NEW BUSINESS:

1. [TREE REMOVAL REQUEST AT 3462 WIMBLEDON WAY](#) [23-1062](#)

RECOMMENDATION:

Staff recommends that the Parks and Community Services Commission deny the request to remove one (1) City owned tree growing in Wimbledon Park adjacent to 3462 Wimbledon Way.

Attachments: [1. Tree Removal Request](#)

- [2. Work Order for 10/26/22](#)
- [3. West Coast Arborist Report](#)
- [4. Various Work Orders](#)
- [5. Streetscape and Median Development Standards](#)

MONTHLY REPORTS

1. [PARK RANGER REPORT](#) [23-1074](#)

Attachments: [1. Park Ranger Report - January 2023](#)

2. [DIRECTOR'S REPORT](#) [23-1075](#)

Attachments: [1. Director's Report - January 2023](#)

ADDITIONAL COMMISSION MEMBER & STAFF COMMENTS

ADJOURNMENT

Next Regularly Scheduled Meeting: Thursday, March 9, 2023



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 23-1072

Meeting Date: 2/9/2023

TITLE:

ORANGE COUNTY MODEL ENGINEERS (O.C.M.E.) BY HANK CASTIGNETTI

DEPARTMENT:

PARKS AND COMMUNITY SERVICES



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 23-1073

Meeting Date: 2/9/2023

TITLE:

MINUTES

DEPARTMENT: PARKS AND COMMUNITY SERVICES

RECOMMENDATION:

Approval of the minutes of January 12, 2023, Parks & Community Services Commission meeting.

JANUARY 12, 2023
6:00 P.M. – UNOFFICIAL MINUTES

CALL TO ORDER by Vice Chair Dorn Parker at 6:00pm

PLEDGE OF ALLEGIANCE by Commissioner Brown

ROLL CALL

= Present = Absent

Commissioners

- Angely Andrade Vallarta
- Kelly Brown
- Scott Glabb
- Elizabeth Dorn Parker, Vice Chair
- Cassius Rutherford, Chair*
- Vacant
- Vacant

*Chair Rutherford attended via Zoom

City Staff

- Jason Minter, Parks & Community Services Director
- Ashley Thomas, Recreation Supervisor
- Laura Fautua, Executive Assistant

PUBLIC COMMENTS

Andy Campbell – District one resident and current chair of the Fairview Park Steering Committee. Acknowledged staff and their restoration efforts in the vernal pool areas. Encouraged Commission to come out Friday, January 13, to Fairview Park for Vernal Pool Planting. Another restoration effort is removing and relocating an existing container that is there. Has concerns with the exterior of the shed along with items inside the shed and activity. Would like to see support from the Commission if a motion within the Fairview Park Steering Committee comes forward to Parks and Community Services Commission.

Mat Garcia – President of the Harbor Soaring Society (HSS) and alternate on the Fairview Park Steering Committee. Confirmed the container and lawnmower being stored has no fuel, and the organization has only been flying electric Model Aircrafts at Fairview since 1964. Informed that no herbicides are used to maintain that area. The area is maintained by the City.

CKD – Member of the Fairview Park Steering Committee. The storage container is held within the watershed restoration area and vernal pools, five through seven. The issue is not the contents, but it is the container itself. Since 2004, the Committee has been working to restore this area to its natural state of vernal pool watersheds and the city has spent a lot of money on it. If the container were removed, it would allow complete restoration of the watershed area for vernal pools, five, six, and seven.

COMMISSIONER COMMENTS AND SUGGESTIONS

Commissioner Andrade Vallarta: Questioned the challenges for removing the storage piece to continue the work that the team has been doing to restore the area. Happy to see the new naming signage at Wilson Park along with a crosswalk ensuring safety for children. Most of the kids in the West Side have a problem trying to get to a safe place or trying to get to their local schools.

Commissioner Brown: Thanked the Fairview Park Steering Committee (FPSC) members for their public comments. Shared she is the liaison on the FPSC and encouraged members to attend the Commission to build a relationship between the two. Suggests a formal tour or introduction to what is going on at Fairview and restoration. Enjoyed attending Snoopy House and requests to have items that cater to all ages as it was geared to the younger youth and not adolescents. Would like to know what activities are geared towards the age group within the City.

Commissioner Glabb: Had a couple of questions regarding the storage container.

Vice Chair Dorn Parker: Thanked City Staff for the new sidewalk with flashing pedestrian light near Woodland. Wanted to let the Commission know that Jordan Park is being used by the entire community and is noticing lots of bikes with kid seats. Thanked and acknowledged Director Minter for his work and communicating with the Brentwood Park families that have been very organized.

Chair Rutherford: Hopes to keep the zoom option as a part of the meetings, so the public can have maximum accessibility for the meetings. Thanked staff for Snoopy house and Fairview Park Committee members who spoke. Would like staff follow-up regarding a project spreadsheet to have a visual on all the projects pending for more transparency with the public. Would like a follow up on the report status for group permit policies and a review of indoor facility rental rates with an opportunity to make recommendation to Council.

OLD BUSINESS

1. Minutes – 120822 Draft Minutes

MOTION/SECOND: Chair Rutherford made a motion to approve the minutes/Seconded by Commissioner Brown.

The motion carried by the following roll call vote:

Ayes: Commissioner Andrade Vallarta, Commissioner Glabb, Commissioner Brown, Vice Chair Dorn Parker, Vice Chair Dorn Parker, Chair Rutherford

Nays: none

Absent: none

Motion Carried: 5 - 0

NEW BUSINESS: NONE

MONTHLY REPORTS

1. PARK RANGER REPORT - DECEMBER 2022

Mr. Minter Presented.

Public Comment:

Andy Campbell – Asked if alternative forms of transportation could be reviewed when Park Rangers navigate the park as it indents the ground with tread marks, especially after having inclement weather.

CKD - Understands the City's collaborative efforts with Orange County and believes Talbert Park should not be the City's responsibility just because the park is within the City's district. Has a report showing the number of citations within Talbert Park causing

many from the Fairview Park Steering Committee to ask for more enforcement at Fairview Park. Raised the question of resources spent on Talbert Park vs. Fairview Park with regards to Park Rangers.

2. DIRECTOR'S REPORT - DECEMBER 2022

Mr. Minter presented. Ms. Thomas provided a recap regarding previous and upcoming events.

Vice Chair Dorn Parker thanked staff and shared appreciation for forums where the public can get involved, get educated on renovations, and provide input on the change happening within the community.

Chair Rutherford is excited for 2023 and thanked City staff for their hard work. Asked staff for a project management sheet for a better understanding on timelines like the one Vice Chair Dorn Parker has sent over.

Chair Rutherford encouraged this request for the public needs and inquired about Master Plan updates and the timeline for when the Commission will see the Open Space Master Plan return.

Chair Rutherford also inquired on the status of the group policy to return for Commission review again and reviewing the indoor rental fee rates.

Vice Chair Dorn Parker echoed on challenges and seeks more information of rental fees as it also affects users of the community.

Commissioner Andrade Vallarta is looking forward to the Art Crawl Experience. Happy to see strong attendance in Camp Costa Mesa and hopes the City explores partnerships with the District for indoor space during the hot summer months of camp and overheating concerns.

Vice Chair Dorn Parker thanked Commissioner Andrade Vallarta on her time as a Parks and Community Services Commissioner.

ADDITIONAL COMMISSIONER MEMBER & STAFF COMMENTS

ADJOURNMENT by Vice Chair Dorn Parker at 6:04pm

NEXT REGULAR ARTS COMMISSION MEETING: THURSDAY, MARCH 9, 2022 at 6:00 P.M.



City of Costa Mesa

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 23-1067

Meeting Date: 2/9/2023

TITLE:

RECOMMENDATION FOR CHANGES TO THE MUNICIPAL CODE SECTION TITLE 12 PARKS AND RECREATION

DEPARTMENT: PARKS AND COMMUNITY SERVICES

PRESENTED BY: PARKS AND COMMUNITY SERVICES DIRECTOR, JASON MINTER

CONTACT INFORMATION: PARKS AND COMMUNITY SERVICES DIRECTOR, JASON MINTER, (714) 754-5009

RECOMMENDATION:

Recommend that the Commission review and approve changes to the Costa Mesa Municipal Code Title 12, sections 12-1 through 12-55 regarding Park Use Regulations.

BACKGROUND:

In 2022, members of the Parks and Community Services Commission requested that staff bring forward for their review the City's Policy and Municipal Code section regarding the group size requirement for park permits. Included in the Municipal Code is Title 12: PARKS AND RECREATION, which includes a variety of Parks related ordinances.

In December 2022, staff brought forward a report engaging the Commission in a discussion regarding section 12-53 Park Permits. Staff presented a report with comparison data to other cities and their policies, and answered Commissioner questions regarding the report (Attachment 1).

Costa Mesa Municipal Code section 12-53 (a) Permits reads as follows:

Any lodge, society, social organization, group, sports league or team, social club or any other organization of persons having ten (10) or more members or attendees desiring to use any area of any public park, square, avenue, ground or recreation facility for a parade, picnic, game, or other purpose and where such use will exclude or interfere with use by other members of the public from such area shall obtain a permit from the administrative services director or his designee not less than three (3) business days or more than one (1) year prior to such use. (CMMC 12-53)

As mentioned during the December meeting, the ordinance referenced above was last updated in 2002, with changes made through various resolutions over the years. Here is a summary of the changes approved by City Council, the year the changes were made, and the change that was made:

Year	Group Size	Notes
1968	25	Originally set
1986	10	Reduced to 10
2002	10	No change
2023	25	<i>Recommended increase</i>

ANALYSIS

At the request of the Commission, staff have provided the Municipal Code section 12-53 with the recommended change from a ten (10) person group size to a twenty-five (25) person group size. In addition to section 12-53, staff have provided recommended changes to other sections in Title 12 that are administrative in nature and clean up the language and references that have been changed within the City over the years. A red-lined version of these sections is provided (Attachment 2). These sections include definitions and a variety of ordinances that have been approved by City Council over the years.

As referenced at the last meeting, staff contacted the Costa Mesa Police Department and requested the number of citations that had been issued for Municipal Code section 12-53 over the past 5 years. According to the Police Department there were zero (0) citations reported over that period of time.

At this time staff have reviewed the Municipal Code Title 12 Parks and Recreation and made recommendations for position titles, department references, and other administrative updates, along with the recommended change to section 12-53 Permits. Please review the attached changes and provide feedback, comments, or suggestions that can be forwarded to the City Council for approval.

ALTERNATIVES:

There were no alternatives considered at this time.

FISCAL REVIEW:

There is no fiscal impact for this review and discussion.

LEGAL REVIEW:

Legal review will be completed prior to this recommendation going before the City Council.

CONCLUSION:

It is the recommendation of the Parks and Community Services Director that the Commission review and approve recommended changes to the Costa Mesa Municipal Code Title 12, sections 12-1 through 12-55 regarding Park Use Regulations. Any changes to the Municipal Code will need to be reviewed and approved by the City Council as a part of a formal hearing process.



City of Costa Mesa

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 22-973

Meeting Date: 12/8/2022

TITLE:

DISCUSSION ON PARK RESERVATION PERMITS

DEPARTMENT: PARKS & COMMUNITY SERVICES

PRESENTED BY: JASON MINTER

CONTACT INFORMATION: (714) 754 - 5009

RECOMMENDATION:

It is the recommendation of the Parks and Community Services Director that the Commission review the Costa Mesa Municipal Code section regarding Park Use and Permits.

BACKGROUND:

Earlier in 2022, members of the Parks and Community Services Commission requested that staff bring forward for review the City's Policy and Municipal Code section regarding the requirement for park permits. Included in the Municipal Code is Title 12: PARKS AND RECREATION, which includes a variety of Parks related ordinances. Chapter 1 includes definitions, while Chapter 2 includes three (3) articles, including General Park Usage, Skate Parks and Model Aircraft. General Park Usage, in Article 1, contains 27 ordinances for Park Usage, ranging from rules and policies, to signage, to conduct, solicitation, presence in parks after dark, etc.

The section specific to Park Use and Reservations is section 12-53 Permits (Attachment 1), which states the following:

Any lodge, society, social organization, group, sports league or team, social club or any other organization of persons having ten (10) or more members or attendees desiring to use any area of any public park, square, avenue, ground or recreation facility for a parade, picnic, game, or other purpose and where such use will exclude or interfere with use by other members of the public from such area shall obtain a permit from the administrative services director or his designee not less than three (3) business days or more than one (1) year prior to such use. (CMMC 12-53)

The ordinance referenced above was last updated in 2002. However, the language identifying the size of group was originally approved in 1968 (Ordinance 68-10), which set the group number for permits at twenty-five (25) or more. Later, in 1986, this language was amended to ten (10) or more persons (Ordinance 86-19). This amended language from twenty-five (25) to ten (10) was in response to conflicts that had arisen between organizations and individuals desiring to use parks and

playing fields, concerns of residents impacted by noise, and concerns of increased trash and the use of profanity by park users.

ANALYSIS:

At the request of the Commission, staff have provided the Municipal Code section for your review. In addition, the policy information on the City’s webpage is also being provided (Attachment 2). There are designated shelter spaces and sports fields that can be requested, depending on the group size, expected use, and availability.

Many cities have ordinances in place that identify the minimum group size that would require a permit. Staff have prepared the following summary of local municipalities and their respective group sizes, if applicable:

City	Group Size	City	Group Size
Anaheim	25	Mission Viejo	No minimum
Brea	No minimum	Newport Beach	No minimum
Cypress	25	Orange	25
Fullerton	25	Rancho Santa Margarita	No minimum
Garden Grove	25	San Clemente	50
La Palma	No minimum	San Juan Capistrano	50
Laguna Hills	50	Santa Ana	No minimum
Laguna Niguel	100	Seal Beach	25
Lake Forest	50*	Stanton	20
Lakewood	No minimum	Tustin	35
Los Alamitos	No minimum	Yorba Linda	25

**Special event permit required*

In preparation for this discussion, staff contacted the Costa Mesa Police Department and requested the number of citations that had been issued for Municipal Code section 12-53 over the past 5 years. According to the Police Department there were zero (0) citations reported over that period of time.

ALTERNATIVES:

There were no alternatives considered at this time.

FISCAL REVIEW:

There is no fiscal impact for this review and discussion.

LEGAL REVIEW:

There is no legal review required with this item.

CONCLUSION:

It is the recommendation of the Parks and Community Services Director that the Commission review the Costa Mesa Municipal Code section regarding Park Use and Permits. This review can and should include public comment. There is no action required at this time, however at the conclusion of the review, should the Commission be interested in making changes to the Municipal Code, that request can be made by the Chairperson to staff to include the topic for a future Commission meeting. At that time, any recommendations made by the Commission would be forwarded to the City Council for consideration. Any changes to the Municipal Code would need to be reviewed and approved by the City Council as a part of a formal hearing process.

Excerpt from the Costa Mesa Municipal Code

12-53. Permits.

(a) Any lodge, society, social organization, group, sports league or team, social club or other organization of persons having ten (10) or more members or attendees desiring to use any area of any public park, square, avenue, grounds or recreation facility for a parade, picnic, game, or other purpose and where such use will exclude or interfere with use by other members of the public from such area shall obtain a permit from the administrative services director or his designee not less than three (3) business days or more than one (1) year prior to such use. The administrative services director and other personnel of the department may take all reasonable measures to apportion the use of any park, square, avenue, grounds and other recreational facilities fairly among individuals and groups desiring to use them. A permit fee may be charged to offset costs. Such fees shall be established by resolution of the city council.

(b) The administrative services director shall issue permits for the exclusive use of any public facility described in subsection (a) during certain times unless one of the following grounds is found to exist:

(1) The proposed use of a specified facility for a certain time is in conflict with a previously issued permit for the same facility.

(2) The proposed use will have a significant adverse impact on or present an imminent threat of damage or injury to the facility or the public health, safety, and welfare.

(3) The proposed use violated the provisions of this article or any other federal, state, county or city statute, ordinance or regulation.

(c) Before making a determination on an application for a permit, the administrative services director shall allow interested persons an opportunity to submit relevant information either orally or in writing, and the director shall give notice of his decision on the application by mail within twenty-four (24) hours of his decision. The decision of the administrative services director shall be made within three (3) business days of the filing of the application, and may be appealed to the parks and recreation commission by any interested person within seven (7) days of the date on which the notice of the decision, addressed to the groups or organizations affected, is deposited in the mail; provided, however, that the decision shall remain in effect while the appeal is pending. (Code 1960, § 10730; Ord. No. 68-10, 3-4-68; Ord. No. 86-19, § 2, 8-4-86; Ord. No. 92-12, § 2, 7-6-92; Ord. No. 99-8, § 18, 6-7-99; Ord. No. 02-10, § 1, 5-20-02)

Please review information below BEFORE making an appointment:

- Park Permits are REQUIRED for any gathering consisting of 10 or more people.
- Park Reservation permits are only given to designated park shelters/picnic areas listed below.
- Reservations can be submitted up to a year in advance and **NO** later than three days before the desired date.
- No reservations will be accepted without payment.
- All rentals that contain an outside vendor will need additional submissions at least **THREE WEEKS** prior to the event date. Items required:
 - Costa Mesa Business License
 - General Liability insurance that lists City of Costa Mesa as an additional insured. Please make sure 'Certificate Holder' states, "The City of Costa Mesa, 77 Fair Dr., CA 92626."
 - \$100.00 deposit per each vendor used
 - Proof of residency is required to receive resident rate. (Government issued I.D.)
 - If your ID does not state a Costa Mesa resident address, one of the additional documents will also be needed:
 - Current lease agreement
 - Current gas, electric, water, or waste management bill
 - Reservations are made on a first come, first paid basis.

Appointment Information

- If you would like to move forward with the park reservation permit process, please [make an appointment](#) under "Park Rental". Please note, making an appointment online does not guarantee the proposed reservation which must be made in person.
 - Appointments are in person
 - Office hours are Monday - Thursday from 8:00am - 4:30pm and alternating Friday
 - If assistance is needed for an appointment, please call (714) 754-5300 or email cmparksupport@costamesaca.gov.

*Park location/date/amount of attendees are subject to change upon staff review and park availability. Events may require additional permits depending on the usage request.

CHAPTER I. IN GENERAL

12-1. "Park" defined.

When used in this title, the word "park" shall include all grounds, roadways, avenues, parks, buildings, parking lots, school facilities when they are in use as recreational facilities, or to serve recreational facilities, and when they are under the control of the director of public ~~services~~ works or the director of ~~administrative~~ parks and community services, and areas under the control, management or direction of the director of public works or the director of parks and community services ~~director of public services or the director of administrative services~~ of the city. (Code 1960, § 10101; Ord. No. 68-10, 3-4-68; Ord. No. 99-8, § 4, 6-7-99; Ord. No. 02-10, § 1, 5-20-02)

12-2. "Employees of the department" defined.

When used in this title, the words "employees of the department" refer to those individuals appointed by the city manager, by the director of public ~~services~~ works, or by the director of ~~administrative~~ parks and community services. (Code 1960, § 10102; Ord. No. 68-10, 3-4-68; Ord. No. 99-8, § 5, 6-7-99; Ord. No. 02-10, § 1, 5-20-02)

12-3. "Director" defined.

When used in this title, the words "~~public services~~ public works director" shall refer to the department manager of the department of public works ~~public services~~ appointed by the city manager. The words "parks and community services ~~administrative services~~ director" shall refer to the department manager of the department of parks and community services ~~administrative services~~ appointed by the city manager. (Code 1960, § 10103; Ord. No. 68-10, 3-4-68; Ord. No. 99-8, § 6, 6-7-99; Ord. No. 02-10, § 1, 5-20-02)

12-4. Master plan adopted.

Attached to Ordinance 89-12 marked Exhibit "A" and made a part hereof, is a master plat designating the boundaries of one (1) zone which plat is hereby adopted as the master plan of parks for the City of Costa Mesa. The official plat of the master plan of parks for the City of Costa Mesa shall be kept on file in the office of the director of ~~administrative~~ parks and community services and a copy of the same shall be kept in the office of the city clerk for the city. Said plat is hereby declared to be a public record and shall be available for public view during the normal business hours of the City of Costa Mesa. (Ord. No. 72-46, § 2 12-4-72; Ord. No. 80-12, § 2, 7-21-80; Ord. No. 02-10, § 1, 5-20-02)

12-5. "Parkway" defined.

When used in this title, the word "parkway" shall define the area of a public street that lies between the curb and the adjacent property line or physical boundary definition, which is used for landscaping and/or passive recreational purposes. (Ord. No. 02-10, § 1, 5-20-02)

ARTICLE 1. GENERALLY

12-16. Parental responsibility.

No parent, guardian or custodian of a minor shall permit or allow such minor to do any act or thing in any park square, avenue, grounds or recreation center prohibited by the provisions of this title. (Code 1960, § 10628; Ord. No. 68-10, 3-4-68; Ord. No. 02-10, § 1, 5-20-02)

12-17. Rules and policies of department to be obeyed.

No person shall disobey or violate any of the rules, policies or regulations of the public ~~services-works~~ department or the ~~administrative-parks and community~~ services department governing the use and enjoyment by the public of any park, square, avenue, grounds or recreation center, or governing the use and enjoyment of any building, structure, equipment, apparatus or appliance thereon, which rules or regulations at the time are posted in some conspicuous place in the park, square, avenue, grounds or recreation center, or in or near the building, structure, equipment, apparatus or appliance to which the rules or regulations apply. (Code 1960, § 10205; Ord. No. 68-10, 3-4-68; Ord. No. 99-8, § 7, 6-7-99; Ord. No. 02-10, § 1, 5-20-02)

12-18. Signs and notices to be obeyed.

(a) No person shall disobey any instruction, sign or notice posted by the public ~~services-works~~ department or by the ~~administrative~~ ~~services~~ ~~department~~ ~~in any park, recreation center or building or structure thereon for its reasonable regulation and use.~~ parks and community services department in any park, recreation center or building or structure thereon for its reasonable regulation and use.

(b) No person shall disobey any reservation notice posted or issued by the ~~administrative-parks and community services~~ ~~services~~ department concerning the use of any park facility, site, tables or other public accommodations therein. (Code 1960, § 10206; Ord. No. 68-10, 3-4-68; Ord. No. 83-22, § 2, 9-6-83; Ord. No. 86-19, § 2, 8-4-86; Ord. No. 99-8, § 8, 6-7-99; Ord. No. 02-10, § 1, 5-20-02)

12-19. Public may be excluded.

In an emergency or when the city council shall determine that the public interest, health, morals or safety demand such action, any park, square, avenue, grounds or recreation center, or any part or portion thereof, may be closed against the public and all persons may be excluded therefrom until such emergency or other reason upon which such determination of the city council is based has ceased, and upon the cessation thereof the park, square, avenue, grounds or recreation center, or part or portion thereof, so closed shall again be reopened to the public by order of the city council. (Code 1960, § 10207; Ord. No. 68-10, 3-4-68; Ord. No. 02-10, § 1, 5-20-02)

12-20. Disorderly conduct.

(a) When used in this title, the words “disorderly conduct” shall include any of the following conduct in any park:

- (1) A violation of any section of the California [Penal Code](#).
- (2) A violation of any section of this Code.
- (3) Throw or cause to be launched stones or any other projectile.
- (4) Fire or carry fireworks of any kind including “safe and sane fireworks.”
- (5) Make any fire or hold any barbecue except at places designated and/or permitted by the public ~~services-works~~ director or by the ~~administrative-services~~ director [parks and community services director](#).
- (6) Conduct or cause to be conducted any business which is defined as the sale or solicitation of business including, but not limited to, the wholesale or retail provision or distribution of goods, commodities, or services, without a written permit from the ~~administrative-services-director~~ [parks and community services director](#).
- (7) Climb upon any wall, fence, shelter, seat, building, structure, tree, shrub, device or other equipment, except at play equipment designated by the public ~~services-works~~ director or by the ~~administrative-services~~ [parks and community services](#) director.
- (8) Bring, land or cause to descend or alight any aircraft, balloon, parachute or other instrumentality, machine, or apparatus for aviation or flight, except as permitted by the ~~administrative-services~~ [parks and community services](#) director pursuant to this title.

(9) Damage, deface, alter, injure, destroy or remove any tree, wood, bush, turf, flower, plant, grass, soil, rock or any similar thing or part thereof from any park or in or on any building or structure within any park.

(10) Damage, deface, alter, injure, destroy, or make, cut, paint upon, or otherwise mar or mutilate, or remove any equipment, pathway, facility, building or structure or part thereof within any park.

(11) Let loose or permit to run, or swim, at large any animal upon any park, building or structure thereon, except as permitted by the ~~administrative services director~~ parks and community services director pursuant to this title.

(12) Damage, deface, alter, injure, destroy or remove any animal in any park, except that abandoned wild or exotic animal let loose in any park in violation of this title may be removed by the public ~~services-works~~ department or by the ~~administrative services department~~ parks and community services department.

(13) Lead, drive, entice, conduct or otherwise bring or cause to bring any horse, mule, ass, cattle, goat, sheep, swine or other similar livestock animal upon any park, building or structure thereon, except as permitted by the parks and community services director ~~administrative services director~~ pursuant to this title.

(14) Place, pile, deposit, leave or cause to be deposited any building material, soil, solid waste or any other thing upon any park, and building or structure, except as permitted by the public works director ~~public services director~~, by the parks and community services ~~administrative services~~ director, or in an area or receptacle designated by the parks and community services department ~~public services department~~ pursuant to this title.

(15) Swim, bathe or wade in or pollute the waters of any fountain, lake, marsh or fishpond in any park or recreation center, and building or structure thereon.

(16) Operate a remote-controlled ground-based vehicle on or within any park, square, avenue, parkway, grounds or recreation center, except in areas as designated by the parks and community services director ~~administrative services director~~.

(17) Engaging in a sport or activity such as "paintball," whereby a projectile is launched either mechanically or through pressure, or possessing any of the equipment or paraphernalia used in such a sport or activity.

(18) Feed or cause to be fed wild animals, including but not limited to opossums, skunks, raccoons, and squirrels, or wild fowl, both migratory and nonmigratory, including but not limited to ducks, geese, and pigeons.

(19) Fishing or any attempt to catch fish or crayfish, by line, net, or other method, in any fountain, lake, marsh or fishpond in any park or recreation center, whether from shore or by wading.

(20) Pursuant to section [8-133](#) of this Code, smoking, as defined in section [8-132\(e\)](#).

(b) *Ejection.* Any person who commits any of the acts set forth in this section shall be guilty of disorderly conduct and shall be subject to ejection from the park by any city employee authorized to enforce violations of this Code or state laws.

(c) *Violations.* Three (3) or more violations of section [12-20](#) by the same individual within any twelve-month period within the same park is declared to be a public nuisance and may be abated by the city through civil proceedings by means of a restraining order, preliminary or permanent injunction, or in any other manner provided by law for the abatement of such nuisances, including but not limited to the remedies provided for in section [1-33](#) of this Code. Any such individual may be ordered to stay away from the park where the violations occurred for up to twelve (12) months following the most recent violation. (Code 1960, § 10625; Ord. No. 68-10, 3-4-68; Ord. No. 86-19, § 2, 8-4-86; Ord. No. 96-4, § 4-1-96; Ord. No. 98-6, § 1, 3-2-98; Ord. No. 02-10, § 1, 5-20-02; Ord. No. 02-18, § 1, 10-7-02; Ord. No. 10-17, § 1, 12-7-10; Ord. No. 11-12, § 2, 11-15-11)

12-21. Storage of bicycle in parks.

(a) All bicycles in city parks shall be parked pursuant to the provisions of Chapter III of Title 4 of this Code.

(b) Any bicycles left in city parks during closing hours shall be subject to the provisions of subsection [11-306\(c\)](#) of this Code. (Ord. No. 13-2, § 4, 4-2-13)

12-23. Presence in parks after dark.

No person shall enter upon or engage in any activity in any park and building or structure thereon after dark, except in these recreation facilities and park areas designated by signage or subject to a permit issued by the [parks and community services director](#) ~~administrative services director~~ pursuant to this title. (Code 1960, § 10626; Ord. No. 68-10, 3-4-68; Ord. No. 96-4, § 3, 4-1-96; Ord. No. 02-10, § 1, 5-20-02)

12-24. Riding animals, operating vehicles.

No person shall ride or drive any horse or other animal or drive or propel any automobile, truck, dune buggy, motorcycle, motor scooter or any other motor powered vehicle within any park, square, avenue, grounds, or recreation center, except upon the

roads, driveways, paths and highways provided and designated by the public ~~services department~~ works department and parks and community services department for such use, and shall ride or drive such horse or other animal or propel such automobile, truck, dune buggy, motorcycle, motor scooter or any other motor powered vehicle in a careful manner, at a lawful rate of speed, and in accordance with the rules and regulations made by the public works department and parks and community services department ~~public services department~~. (Code 1960, § 10208; Ord. No. 68-10, 3-4-68; Ord. No. 99-8, § 9, 6-7-99; Ord. No. 02-10, § 1, 5-20-02)

12-25. Parking vehicles.

(a) No person shall park any automobile or other vehicle on any lawn or planted section in any park, square, avenue, grounds or recreation center, or in any pedestrian lane therein, or any other place where the rules and regulations of the public works department and parks and community services department ~~public services department~~ prohibit vehicular parking, without a written permit from the public works ~~services~~ director or from the parks and community ~~administrative~~ services director.

(b) No automobile or other vehicle shall be parked in any road, place or highway in any park, square, avenue, grounds or recreation center, except on the extreme right side of said road, place or highway and immediately adjacent to the planted portion of the park, square, avenue, grounds or recreation center; provided, however, the public services department shall have full power and authority to set aside suitable space for the parking of any automobile or other vehicle off any road, place or highway. The extreme right side of said road, place or highway shall be deemed the right-hand side of any road, place or highway as measured or applied in the direction in which any vehicle is traveling. (Code 1960, § 10208; Ord. No. 68-10, 3-4-68; Ord. No. 99-8, § 10, 6-7-99; Ord. No. 02-10, § 1, 5-20-02)

12-26. Stopping, parking vehicles between dark and 5:00 a.m.

It is unlawful for the driver of any vehicle to stop or park the same at any place within the boundaries of any park, square, avenue, grounds or recreation center during the hours between dark and 5:00 a.m., except when attending some special event authorized to be conducted within the park during said hours by the ~~administrative services~~ parks and community services director, and then only when such person stops or parks the vehicle at an area specifically designated for such stopping or parking in connection with such special event or with a permit from the parks and community services director ~~administrative services director~~. (Code 1960, § 101042; Ord. No. 68-10, 3-4-68; Ord. No. 99-8, § 11, 6-7-99; Ord. No. 02-10, § 1, 5-20-02)

12-27. Maintaining vehicles.

No person shall wash, polish, grease or repair any automobile or other vehicle in any park, square, parkway, avenue, grounds or recreation center, except insofar as repairs may be necessary for the immediate removal of any damaged or disabled automobile or other vehicle from such park, square, avenue, grounds or recreation center, except that the ~~administrative~~ [parks and community services director](#) may allow washing by written permit. (Code 1960, § 10208; Ord. No. 68-10, 3-4-68; Ord. No. 02-10, § 1, 5-20-02)

12-28. Wheeled, self-propelled vehicles and implements.

No person shall ride or drive a bicycle, ~~skate board~~ [skateboard](#) or roller skates upon or over any tennis court, shuffleboard court, handball court, seat, bench, furniture, railing, curb, stair, or planter wall within any park, square, avenue, grounds or recreation center, without a written permit from the ~~administrative~~ [parks and community services director](#) ~~services director~~. (Code 1960, § 10208; Ord. No. 68-10, 3-4-68; Ord. No. 02-10, § 1, 5-20-02)

12-29. Trucks, drays and delivery vehicles; transporting garbage.

No dray, truck, auto truck, wagon, motor delivery vehicle, or other vehicle carrying or used in carrying goods, wares, merchandise, manure, soil, building material or other article or thing of commerce or trade shall enter into or upon any park, square, avenue, grounds or recreation center without first obtaining a permit from the ~~administrative~~ [parks and community services director](#) ~~services director~~ or from the public ~~services~~ [works](#) director. Transportation of garbage into, upon or within any park, square, avenue, grounds or recreation center is prohibited. (Ord. No. 1960, § 101040; Ord. No. 68-10, 3-4-68; Ord. No. 02-10, § 1, 5-20-02)

12-30. Advertising and commercial vehicles.

No vehicle having thereon or attached thereto any exposed advertising matter, name of owner, name of maker of said vehicle or sign, or advertising any commodity, article, merchandise, business, activity, person or thing shall be allowed within any park, square, avenue, grounds or recreation center without first obtaining a permit as provided in this Code. Trucks, drays, wagons, motor delivery vehicles and other vehicles may use transverse roads extending across such areas and designated for passage of commercial vehicles by the public ~~services~~ [works](#) director ~~or parks and~~ [community services director](#). (Code 1960, § 10317; Ord. No. 68-10, 3-4-68; Ord. No. 99-8, § 12, 6-7-99; Ord. No. 02-10, § 1, 5-20-02)

12-31. Soliciting passengers for vehicles.

No person shall solicit, arrange, contract or make any agreement, or establish or maintain any stand or other equipment, for procuring passengers for any carriage, coach, motor wagon, automobile, auto bus, auto stage or other vehicle, let or used for hire, in any park, square, avenue, grounds or recreation center without first having obtained a permit to do so from the ~~administrative~~ [parks and community services director](#) ~~services director~~. (Code 1960, § 101041; Ord. No. 68-10, 3-4-68; Ord. No. 99-8, § 13, 6-7-99; Ord. No. 02-10, § 1, 5-20-02)

12-32. Disturbing property; performance of labor.

No person shall perform any labor in or upon any park, square, parkway, avenue, grounds, or recreation center, such as taking up or replacing soil, turf, ground, pavement, a structure, tree, shrub, plant, grass, flower and the like, except under the supervision and control of the public ~~services-works~~ [director or parks and community services director](#), and by virtue of a permit issued by the public ~~services-works~~ [director or parks and community services director](#) authorizing such labor. (Code 1960, § 10209; Ord. No. 68-10, 3-4-68; Ord. No. 99-8, § 14, 6-7-99; Ord. No. 02-10, § 1, 5-20-02)

12-36. Erecting obstructions.

No person shall build, construct, erect, put up or maintain any building, structure, fence, wall, monument, dome or other thing in or upon any park, square, avenue, grounds or recreation center without first having obtained a permit from the [parks and community services director](#) ~~PACS director~~. Any such building, structure, fence, wall, monument, dome or other thing shall not prevent, hinder or impair the full and free use and enjoyment by the public of such park, square, avenue, grounds or recreation center for park purposes. (Code 1960, § 10935; Ord. No. 68-10, 3-4-68; Ord. No. 99-8, § 15, 6-7-99; Ord. No. 02-10, § 1, 5-20-02)

12-38. Warning devices at danger points.

Every person by whom or under whose direction or authority, either as principal, contractor or employer, any part or portion of any park, square, avenue, grounds or recreation center is made dangerous, must erect and, so long as the danger continues, maintain around the portion of the park, square, avenue, grounds or recreation center or retain at both ends of such barrier during every night from sunset until daylight, such barricades and traffic and warning devices as shall be required by the public ~~services~~ [works director or parks and community services director](#) ~~PACS Director~~. (Code 1960, § 10937; Ord. No. 68-10, 3-4-68; Ord. No. 02-10, § 1, 5-20-02)

12-39. Grounds to be restored.

Where work has been done in any park, square, avenue, grounds or recreation center under any permit, the permittee shall repair, reconstruct and put the ground in as good condition in all respects when the work shall have been completed or terminated or such permit shall have expired as said ground was in when the permit was granted or the work commenced; the condition of the ground, site or place in any park, square, avenue, grounds or recreation center where any work has been done pursuant to any permit shall be made satisfactory to the public ~~services-works~~ director and parks and community services director and on the completion of the work, the permittee shall forthwith remove all buildings, structures, machinery or equipment used in connection with such work from the park. (Code 1960, § 10938; Ord. No. 68-10, 3-4-68; Ord. No. 99-8, § 16, 6-7-99; Ord. No. 02-10, § 1, 5-20-02)

12-42. Dogs generally.

(a) For purposes of this section, the following words and phrases shall have the meanings as set forth below:

Responsible person means any person who owns, has a proprietary interest in, harbors or has the care, charge, control, custody or possession of a dog.

Dog exercise area means any fenced area or other enclosed area of a city park designated by the city council by resolution or ordinance as an area where dogs may be off a leash.

(b) No responsible person shall permit his dog(s) to be in or upon any public street, sidewalk, park or other public place unless such dog(s) is upon a secure leash not more than six (6) feet long held continuously in the hands of a person capable of controlling the dog, or unless the dog is securely confined within an automobile, or in or upon any fully enclosed lot or premises; provided, however, that this subsection shall not apply to a person who is in the possession or operating within the terms of a valid permit from the city to conduct obedience classes or other types of trial or show of dogs in or upon any public place. This subsection shall not apply to dogs under the control of a responsible person in a dog exercise area.

(c) All responsible persons shall clean up after their dog(s) and remove all dog feces left by their dog(s) upon any public street, sidewalk, park or other public place, or any private property not owned by the responsible person, and dispose of it in a sanitary and proper manner.

(d) In addition to such other regulations that may be adopted from time to time by the Parks and Community Services ~~recreation-c~~Commission, the following regulations and limitations shall apply to all dog exercise areas:

- (1) No responsible person shall have more than four (4) dogs at once in a dog exercise area.
 - (2) Dog exercise areas will be open from dawn to posted closing time and closed one (1) day per week as posted for maintenance. The operational hours may be adjusted as conditions require and shall be posted as established by the Parks and ~~Recreation~~ [Community Services](#) Commission from time to time.
 - (3) All responsible persons shall, at all times, take all reasonable precautions to prevent their dog(s) from biting, attacking or attempting to bite or attack any person or dog. A responsible person shall immediately remove his dog from the dog exercise area if it bites, attacks or attempts to bite or attack any person or dog. A responsible person whose dog is bitten or attacked shall immediately remove his dog from the dog exercise area.
 - (4) Any dog over the age of four (4) months must be vaccinated and legally licensed prior to use of the any dog exercise area. Dogs under the age of four (4) months are prohibited from any dog exercise area pursuant to section 121690 of the [Health and Safety Code](#).
 - (5) Female dogs in heat are not permitted in any dog exercise area.
 - (6) There shall be no food or food products, whether intended for human or dog consumption, in any dog exercise area.
 - (7) All responsible persons using a dog exercise area must have a leash in their possession or reasonably accessible at all times for each of their dog(s) in the dog exercise area, which shall be worn by the dog(s) at all times the dog(s) is not in the exercise area. All responsible persons shall maintain control over their dog(s) at all times whether leashed or unleashed.
 - (8) All responsible persons shall also comply with all rules governing city parks and relevant parking regulations.
 - (9) Use of any dog exercise area by a responsible person and his dog(s) shall constitute implied consent of the responsible person to all of the conditions set forth in this section, a waiver of liability benefiting the City of Costa Mesa, and an agreement and undertaking to protect, indemnify, defend and hold the City of Costa Mesa harmless for any injury or damage caused by a responsible person's dog during any time that the dog is in the dog exercise area.
- (e) The provisions of this section shall be enforceable by any police officer, animal control officer, park ranger or other code enforcement officer of the city pursuant to section [1-33](#) of this Code. In addition to any other remedies, the city officer shall have the authority to eject any person who violates this section pursuant to section [12-20](#) of this title.

(f) Any dog which has been repeatedly aggressive or attempted to attack or bite another dog or a person, or whose responsible person fails on more than two (2) occasions to abide by the reasonable rules and regulations applicable to the exercise area may be barred from further use of the exercise area by an animal control officer or park ranger upon written notice. (Code 1960, § 10420; Ord. No. 68-10, 3-4-68; Ord. No. 96-13, § 1, 11-18-96; Ord. No. 98-6, § 2, 3-2-98; Ord. No. 01-26, § 1, 10-15-01; Ord. No. 02-10, § 1, 5-20-02; Ord. No. 07-16, § 2, 8-7-07)

12-43. Dogs excluded from children's playgrounds, etc.

No person having in charge any dog shall permit, allow or suffer such dog to enter upon or remain within any park area reserved for children or to enter any sandbox or play apparatus area. (Code 1960, § 10421; Ord. No. 68-10, 3-4-68; Ord. No. 02-10, § 1, 5-20-02)

12-44. Handbills and circulars; distributing and posting.

No person, association, partnership, firm, corporation or trust shall paint, mark or write on, post, attach or otherwise affix any handbill, notice, sign or similar device to or upon any park, sidewalk, parkway, crosswalk, street, alley, median, curbstone, street lamppost, bus bench or shelter, or hydrant, tree, shrub, tree stake or guard, electric light, power or telephone pole or wire or appurtenance thereof, or upon any lighting system, bridge, drinking fountain, street sign or barrier, traffic sign, fence, building or structure of any kind located on city property or any city right-of-way or easement unless a permit is obtained from the city council as provided in section [5-121\(d\)\(5\)](#) or Chapter II of Title 19. The person, association, partnership, firm, corporation or trust responsible for such sign, notice, handbill or similar device in violation of this section shall be liable for the cost incurred for the removal and disposal thereof as provided in section 5-128. (Code 1960, § 10316; Ord. No. 68-10, 3-4-68; Ord. No. 94-9, § 6, 6-6-94; Ord. No. 02-10, § 1, 5-20-02)

12-45. Sports activities.

(a) No person shall fly a kite or airplane (driven by an internal combustion engine) or participate in any games such as baseball, football, hockey, and the like in any park where such use has been prohibited by a sign posted at the entrance to the park as designated by the [parks & community](#)~~administrative~~ services department or the public ~~works~~[services](#) department.

(b) No person shall play, practice or in any way engage in the game of golf in any public park or parkway in the city, except at the times and places designated by the ~~administrative~~[parks & community](#) services director and under the supervision of a member of the staff of the [parks & community services](#) ~~administrative-services~~ department. This section shall not apply to playing of golf on any city-owned golf course.

(c) No person shall engage in any boxing contest, prizefight, combative ~~marshal~~martial arts activity or wrestling contest, or promote or participate in any such contest, in any park or recreation center without a written permit from the parks & community services ~~administrative services~~ director. (Code 1960, § 10210; Ord. No. 68-10, 3-4-68; Ord. No. 96-4, § 5, 4-1-96; Ord. No. 99-03, § 1, 4-19-99; Ord. No. 02-10, § 1, 5-20-02)

12-46. Vending merchandise.

No person shall bring or cause to be brought for the purpose of sale or barter, or have for sale, or sell or exchange, or offer for sale or exchange, any goods, wares, merchandise or other things in any park, square, avenue, grounds or recreation center, without first having obtained a permit from the parks & community~~administrative~~ services director and an appropriate business license from the director of finance. (Code 1960, § 10211; Ord. No. 68-10, 3-4-68; Ord. No. 02-10, § 1, 5-20-02)

12-51. Rubbish to be put into receptacles.

No person shall throw, place, cast, deposit, dump, or cause to be thrown, placed, cast, deposited or dumped, any ashes, refuse, offal, vegetable, garbage, dross, cinders, shells, straw, shavings, paper, scraps or dirt, or dead animal, fish, fowl, bird or reptile, glass, crockery, bones, tin cans or like matter, empty box, carton, wastepaper, remains of food, newspaper, filth or rubbish of any kind in any park, square, avenue, grounds or recreation center, except to place the same in cans or receptacles provided for such matter. (Code 1960, § 10522; Ord. No. 68-10, 3-4-68; Ord. No. 02-10, § 1, 5-20-02)

12-53. Permits.

(a) Permit is required for any gathering events that have any form of vendor service regardless of gathering size and subject to deposits and additional permitting or deniability upon review.

(b) Any lodge, society, social organization, group, sports league or team, social club or other organization of persons having ~~twenty-five~~ten (~~25~~10) or more members or attendees desiring to use any area of any public park, square, avenue, grounds or recreation facility for a parade, picnic, game, or other purpose and where such use will exclude or interfere with use by other members of the public from such area shall obtain a permit from the parks & community services ~~administrative services~~ director or his designee not less than three (3) business days or more than one (1) year prior to such use. The parks & community ~~administrative~~ services director and other personnel of the department may take all reasonable measures to apportion the use of any park, square, avenue, grounds and other recreational facilities fairly among individuals and groups desiring to use them. A permit fee may be charged to offset costs. Such fees shall be established by resolution of the city council.

(~~cb~~) The [parks & community services](#) ~~administrative services~~ director shall issue permits for the exclusive use of any public facility described in subsection (a) during certain times unless one of the following grounds is found to exist:

- (1) The proposed use of a specified facility for a certain time is in conflict with a previously issued permit for the same facility.
- (2) The proposed use will have a significant adverse impact on or present an imminent threat of damage or injury to the facility or the public health, safety, and welfare.
- (3) The proposed use violated the provisions of this article or any other federal, state, county or city statute, ordinance or regulation.

(~~ed~~) Before making a determination on an application for a permit, the [parks & community services](#) ~~administrative services~~ director shall allow interested persons an opportunity to submit relevant information either orally or in writing, and the director shall give notice of his decision on the application by mail within twenty-four (24) hours of his decision. The decision of the [parks & community services](#) ~~administrative services~~ director shall be made within three (3) business days of the filing of the application, and may be appealed to the [parks & community services](#) ~~parks and recreation~~ commission by any interested person within seven (7) days of the date on which the notice of the decision, addressed to the groups or organizations affected, is deposited in the mail; provided, however, that the decision shall remain in effect while the appeal is pending. (Code 1960, § 10730; Ord. No. 68-10, 3-4-68; Ord. No. 86-19, § 2, 8-4-86; Ord. No. 92-12, § 2, 7-6-92; Ord. No. 99-8, § 18, 6-7-99; Ord. No. 02-10, § 1, 5-20-02)

12-55. Amusements, shows, etc.; permit required.

No person shall set up or maintain any exhibition, place of amusement, concert hall, moving picture, show, showstand, performance, concert, entertainment or amusement in any park, square, avenue, grounds or recreation center without first having obtained a [special event](#) permit to do so from the [parks & community services](#) ~~parks and recreation~~ commission. (Code 1960, § 10939; Ord. No. 68-10, 3-4-68; Ord. No. 02-10, § 1, 5-20-02)



CITY OF COSTA MESA

77 Fair Drive
Costa Mesa, CA 92626

Agenda Report

File #: 23-1062

Meeting Date: 2/9/2023

TITLE:

TREE REMOVAL REQUEST AT 3462 WIMBLEDON WAY

**DEPARTMENT: PUBLIC WORKS DEPARTMENT/MAINTENANCE SERVICES
DIVISION**

PRESENTED BY: ROBERT RYAN, MAINTENANCE SERVICES MANAGER

**CONTACT INFORMATION: ROBERT RYAN, MAINTENANCE SERVICES MANAGER, (714)
327-7499**

RECOMMENDATION:

Staff recommends that the Parks and Community Services Commission deny the request to remove one (1) City owned tree growing in Wimbledon Park adjacent to 3462 Wimbledon Way.

BACKGROUND:

The Maintenance Services Division received an e-mail from the applicant on December 23, 2022 requesting the removal of the tree growing in Wimbledon Park on the west side of 3462 Wimbledon Way (Attachment 1). The applicant stated that the tree in Wimbledon Park is causing the resident to incur on-going costs of \$50 per month for the removal of pine needles from the roof and gutters of the home. The applicant also stated that the pine needles from the pine tree continuously drop in the walkways, causing a hazardous condition.

ANALYSIS:

The City Arborist evaluated the tree and the surrounding area on December 27, 2022, and determined that there was no justification for the removal of the tree at staff level. The applicant was informed of the findings. A work order related to this request dated October 26, 2022 was identified and is included as Attachment 2.

The tree is a Canary Island Pine Tree (*Pinus canariensis*). This tree is the first Canary Island Pine tree inside of Wimbledon Park, east of the walkway and approximately 16'-8" west of the block wall. The tree is approximately sixty feet (60') in height with a trunk diameter of twenty-eight inches (28"). The tree is healthy and in good condition. It was last trimmed by West Coast Arborists on January 17, 2022 (Attachment 3).

The amount of pine needle drop beneath the tree and surrounding area appeared to be normal. There was not a significant amount of pine needles on the roof at the time of inspection. The City's landscape maintenance contractor is assigned to inspect parks daily and address any safety

concerns.

Previous work orders relative to this particular tree are as follows and included as Attachment 4:

- On September 17, 2013, the resident reported that the roots from the tree in the park were causing a misalignment of the gate located on the north side of the home, which makes the gate difficult to close. Root pruning was performed on this tree on October 15, 2013 in response to this complaint. Twelve inch (12") root barriers were installed extending fifteen feet (15') north of the tree.
- On June 13, 2014, the resident reported that the roots from the city tree were cut; however, the resident felt that the roots were still affecting the private wall. The City arborist met with the resident on June 20, 2014. The arborist explained what was done in the past in order to address the issue. No additional lifting of the private wall observed at that time.
- On August 6, 2014, the resident reported that the roots are affecting the ability to open the side gate. Additional root pruning was performed on September 2, 2014. This included the installation of additional twelve inch (12") root barrier panels extending six feet (6') in either direction using the private property gate as a center point.
- On August 27, 2020, Maintenance Services received a call for tree issues. The City arborist inspected the location and contacted the resident. The City arborist provided the resident's daughter the City's criteria for parkway tree removal. The identified trees were trimmed by the City's tree contractor on February 3, 2021.
- On June 16, 2021, the resident formally requested that the pine in question be removed. The Parks and Community Services Commissioners heard the request on October 28, 2021, and voted to table this request for the resident to provide additional information. On January 27, 2022, the Parks and Community Services Commission reheard the request for tree removal and denied the request.

The Pine tree that is requested to be removed is not dead, diseased or dying; and it does not appear to be creating an exposure to liability for the City.

The tree does not meet the criteria to be removed as a Category 1 - Health and Safety Removal, according to the Streetscape and Median Development Standards. The tree does not appear to be causing damage to infrastructure; and the pine needle drop appears to be normal for this type of tree. The tree does not meet the criteria to be removed as a Category 2 - Accelerated Removal, according to the Streetscape and Median Development Standards. The request for removal falls under Category 3 - Discretionary Removals, Section 4.0.3 of the Streetscape and Median Development Standards (Attachment 5).

The City Arborist evaluated the tree for possible relocation. Relocation is not recommended due to the size of the tree, low probability of success, and the cost of relocation.

ALTERNATIVES:

The Commission could authorize the removal and replacement of the tree, per the Streetscape and

Median Development Standards, Section 4.0.2 Category 3 - Discretionary Removals, which would require the replacement of the tree at a 3 to 1 ratio. The applicant would pay all removal and replacement costs. The City arborist would determine the tree species and location for plantings.

If the tree removal is approved by the Commission, the payment for the removal of the parkway tree and any required mitigation trees must be provided to the City prior to removal and within one year from the date of final approval, after which the approval expires.

FISCAL REVIEW:

There would be no fiscal impact to the City if the request to remove the tree was denied, or approved as a Category 3 - Discretionary Removals, as the applicant would pay all costs.

For the Commission's information, the removal cost for the tree would be \$856.80 and the replanting costs for the mitigation trees (1 - 24" box size and 2-15-gallon container size) would be \$540.60. Costs are based on current City contract prices. The total cost for removal and replacement would be \$1,397.40

The value of the tree is estimated to be \$14,740.

LEGAL REVIEW:

No legal review is required for this item.

CONCLUSION:

The City-owned tree that has been requested for removal is located inside Wimbledon Park near the west side of 3462 Wimbledon Way. The tree is in good condition and has been maintained on a regular schedule. The pine needle drop is not unusual for this type of tree and the tree is not currently causing any damage to existing infrastructure. The request does not meet the criteria required for staff approval. Therefore, staff recommends that the Commission deny the request to remove the tree.

ORTIZ, JIM

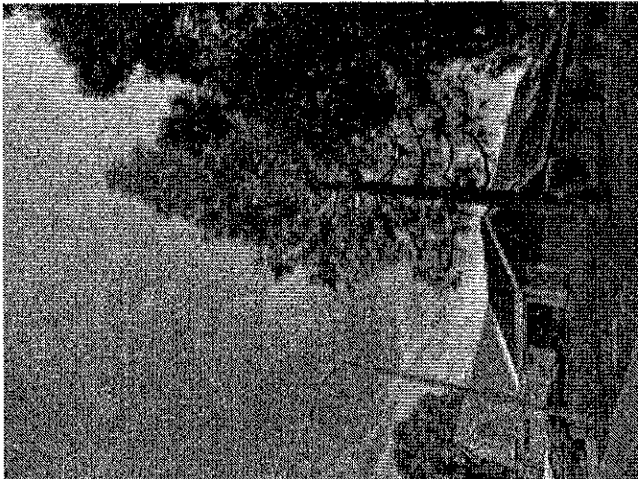
From: Mary Helen Frake-Minar <[REDACTED]>
Sent: Friday, December 23, 2022 3:02 PM
To: ORTIZ, JIM
Cc: RYAN, ROBERT S.
Subject: Tree at 3462 Wimbledon Way

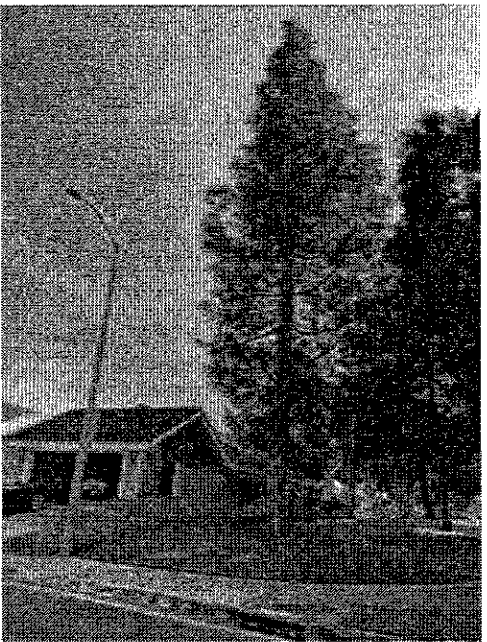
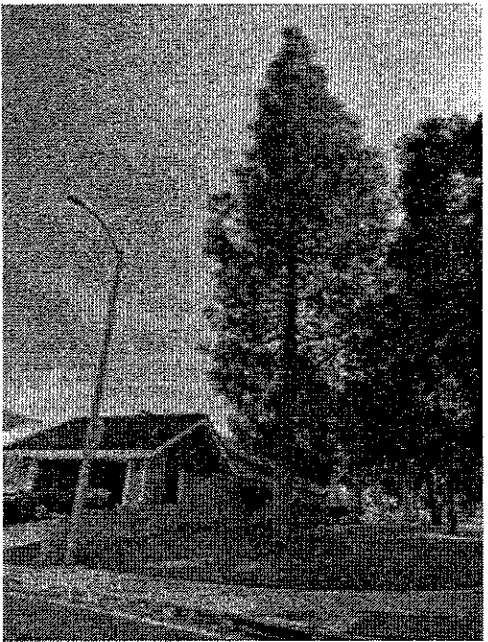
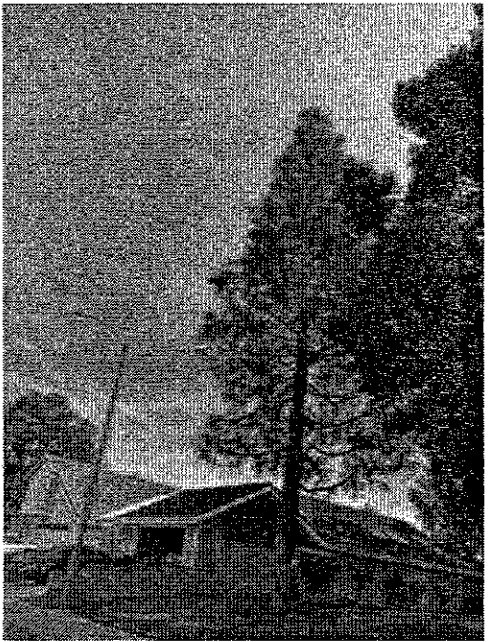
Hi Jim:
Per your request I'm submitting pictures for the commission to be able to identify the particular location of the tree causing havoc to the property at 3462 Wimbledon Way. It is the tree on the right side exactly next to the wall, if looking at the front of the house. This is the tree that is causing my mom to incur costs for the continuous removal of needles from the gutters and the roof as well as the needles on her property. This overgrown tree is continuously dropping needles on the walkways as well which are an accident waiting to happen should someone slip on these needles. We would like the tree removed. Thank you and have a great holiday.

Regards,

Mary Helen Frake-Minar
[REDACTED]

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. Report any suspicious activities to the Information Technology Department.





Sent from my iPhone

ORTIZ, JIM

From: Mary Helen Frake-Minar <[REDACTED]>
Sent: Thursday, January 5, 2023 9:03 PM
To: ORTIZ, JIM
Cc: RYAN, ROBERT S.
Subject: RE: Tree at 3462 Wimbledon Way

Hi Jim:
My mom doesn't have any invoices. She pays her gardener \$50 every month extra just to clean up the needles from the roof and the gutters.

Regards,

Mary Helen Frake-Minar

From: ORTIZ, JIM <JIM.ORTIZ@costamesaca.gov>
Sent: Thursday, January 05, 2023 2:25 PM
To: Mary Helen Frake-Minar <[REDACTED]>
Cc: RYAN, ROBERT S. <ROBERT.RYAN@costamesaca.gov>
Subject: RE: Tree at 3462 Wimbledon Way

Good afternoon Mary Helen,

Can you please provide any out of pocket expenses for any services needed from this tree? Roof cleaning, etc. Please provide any invoices for any work needed.

Respectfully,

Jim Ortiz



Maintenance Superintendent/Certified Arborist
Public Works Department
Maintenance Services Division

(714) 327-7490 – Office phone number
(714) 327-7558 – Fax phone number
jim.ortiz@costamesaca.gov

From: Mary Helen Frake-Minar <[REDACTED]>
Sent: Friday, December 23, 2022 3:02 PM
To: ORTIZ, JIM <JIM.ORTIZ@costamesaca.gov>
Cc: RYAN, ROBERT S. <ROBERT.RYAN@costamesaca.gov>
Subject: Tree at 3462 Wimbledon Way

Subject:

Tree Removal Request

Detailed description:

The Daughter of the homeowner at this address is requesting that the City tree be removed that is located in Wimbledon Park

Req'd date:

2022-10-26 (Request entered by: Jim Ortiz)

Req'd by:

Mary Helen Frake Minor

Location:

3462 Wimbledon Way

Phone:**Work Order Nr:**

22102226

District:

2

Supervisor:

City Arborist

Employee:

Ortiz, Jim

Call back needed:

N

Contacted date:

2022-10-13

OSHA safety concern:

N

Status:

In Progress

Completion date:

0000-00-00

Inspection date:

2022-11-21

Hours:

1 Minutes: 30

Material cost:

0.00

Action taken:

10/13/22 - Received e-mail from Resident's daughter for attending another Zoom Meeting - JO 10/17/22 -Division Services Manager e-mailed resident back. Arborist e-mailed resident with - JO 10/19/22 - Resident's daughter e-mailed back stating that she will call me sometime this week to discuss. Received letter with pictures from homeowner - JO 10/20/20 - Provided copy of letter and pictures to Division Services Manager. This was from 2021 -JO 10/21/22 - Reviewed letter and there is nothing new in the letter. The PACS Commission - JO 11/18/22 - Resident's daughter has not e-mailed or called me as of this date - JO 11/21/22 - Inspected tree P17. The tree has been trimmed on 1/17/22. The tree was trimmed aggressively and does not need another tree trimming at this tree. The tree appeared stable, there were no noticeable structural defects or any visible signs of any pest or disease activity present during the time that I inspected this tree - JO 11/28/22 - Resident's daughter called back. Resident's daughter to e-mail both me and Rob reasons why the tree needs to be removed - JO 12/22/22 - Received email formally requesting the removal the closest Canary Island Pine Tree (p17) to the common wall - JO 12/27/22 - Inspected the trees close in proximity to this address growing in Wimbledon Park. The tree numbers are P17, P15, P14, P12, P13, P11 & P9. Tree numbers P14, P15 & P17 are Canary Island Pine Trees. P9, P11, P12, & P13 are Cajeput Trees. Upon inspection of the common wall only one (1) area appeared separated. The root only had minor Cajeput Tree leaves from tree number P12. All six (6) trees that were evaluated are deemed healthy. Tree P17 is a minor slope and there is a slight lean in this tree. P17 (Canary Island Pine Tree) is east of a SCE light pole. SCE light pole number # 219805 E. The distance from the trees to the common wall are the following: P9 - 9'-6" P12 - 27'-2" P13 - 23'-6" P14 - 4'-3" P15 - 16'-6" P17 - 16'-8" The DBH of tree P17 is 28". The removal cost would be \$ 856.80.

Site Detail (33.694612434691,-117.90529778089)(WCA InventoryID: 2204841)

District	Address	Location	Species	DBH	Height
PARKS	2 X WIMBLEDON PARK	Park-17	<i>Pinus canariensis</i> CANARY ISLAND PINE	25-30	60+

Maintenance	Condition	Est. Value	Utility	Parkway	PSHB
Grid/Routine Trim	Good	\$14,740	No	99	
Priority	Valid	PW Type			
N/A	Yes	Other			

Crew	Date	Work Type / Comments	Job # / Acct #	Invoice#	Amount
WCA	01/17/2022	Prune Backup - Crew	65951	182240	Hourly
WCA	01/05/2018	Grid Prune - 15% thinning	39725	133217	\$46.70
WCA	10/01/2014	Grid Prune - 15% thinning	28318	100477	\$46.00
WCA	09/02/2014	Root Prune/12" RB Installation (CANARY ISLAND PINE)	28318	99700	\$77.00
WCA	10/15/2013	Root Prune/12" RB Installation (CANARY ISLAND PINE)	25119	91971	\$105.00
WCA	11/12/2012	Root Prune/12" RB Installation (WEeping INDIAN LAUREL FIG)	22986	84115	\$210.00
WCA	06/13/2011	Grid Pruning	16780	73231	\$46.60
WCA	02/05/2008	Grid Pruning	11049	51207	\$45.10
WCA	08/18/2004	Grid Pruning	7329	33721	\$41.50
WCA	09/10/2001	Service Request	4219		\$41.50

Subject:

Roots Damaging Gate

Detailed description:

Roots from the pine tree are causing the gate to his property to not close. Inspect roots.

Req'd date:

2013-09-17 (Request entered by: Daniel Dominguez III)

Req'd by:

Edward Frake

Location:

3462 Wimbledon

Phone:

~~XXXXXXXXXX~~

Work Order Nr:

13091677

District:

2

Supervisor:

City Arborist

Employee:

Dominguez, Dan

Call back needed:

N

Contacted date:

2013-09-17

OSHA safety concern:

N

Status:

Closed

Completion date:

2013-10-30

Inspection date:

2013-09-17

Hours:

0 Minutes: 15

Material cost:

0.00

Action taken:

9/17/13 Pinus canariensis park-17 23"dsh x 50' in good condition. Tree roots growing under wall. Root prune 15' on north side of the tree along the wall. Site is marked. WCA Inc. Spoke to resident. DD 10/29/13 Verified work completed. DD

Subject:

Roots were cut, but still affecting private wall.

Detailed description:

Roots were cut, but still affecting private wall. Reference previous work order 9/17/13.

Req'd date:

2014-06-13 (Request entered by: MStueve)

Req'd by:

Edward Frake

Location:

3462 Wimbledon Way

Phone:

[REDACTED]

Work Order Nr:

14061006

District:

2

Supervisor:

City Arborist

Employee:

Dominguez, Dan

Call back needed:

Y

Contacted date:

2014-06-20

OSHA safety concern:

N

Status:

Closed

Completion date:

2014-06-20

Inspection date:

2014-06-20

Hours:

0 Minutes: 15

Material cost:

0.00

Action taken:

6/20/14 Tree in question has been previously root pruned. I met the resident on site and probed the root prune area to show him what was done. I did not observe any additional raising of the wall. No action required. DD

Subject:

Roots causing inability to open side yard gate.

Detailed description:

Resides adjacent to Wimbledon Park. The roots from a tree in the park are affecting the ability to open his side gate. States the roots were cut some time ago, but currently having issues again.

Req'd date:

2014-08-06 (Request entered by: MStueve)

Req'd by:

Edward Frake

Location:

3462 Wimbledon Way

Phone:

~~XXXXXXXXXX~~

Work Order Nr:

14081334

District:

2

Supervisor:

City Arborist

Employee:

Kokesh, Douglas

Call back needed:

Y

Contacted date:

2014-08-12

OSHA safety concern:

N

Status:

Closed

Completion date:

2014-10-01

Inspection date:

2014-08-15

Hours:

0 Minutes: 45

Material cost:

0.00

Action taken:

Met with resident regarding tree concern. States that the roots from a tree in Wimbledon Park are pushing on the block wall leading to his side yard. This is causing the gate to have difficulty closing. Proposed 12' of root pruning and linear barrier installation to the tree in question. Resident satisfied. WCA, Inc. to be scheduled to install barrier along and in as close as possible proximity to block wall opposite side gate and using the gate as the center point going 6' in each direction. DK Work completed by WCA, Inc. on 10/1/14. Subsequent work orders received from this resident regarding the same issue (3 work orders on the same issues over the last 3 years) should be scrutinized on the basis of whether the tree really needs to be removed or not. Moving forward, treat issue by having the resident follow-through with a Category 3 removal request to the PRC. If denied by the PRC, resident will need to look into making the necessary repair on his end that allows for the gate to shut properly.

Subject:

Tree issues.

Detailed description:

8/26/20 Resident called on behalf of 90 year old mother, states the tree is very overgrown, the enormous amount of pine needles on the roof pose a fire hazard and the roots are uplifting the property. Requesting removal and states her mother is very upset to continue to deal with their request for removal.

Req'd date:

2020-08-27 (Request entered by: MStueve)

Req'd by:

Joann Frake-Minar

Location:

3462 Wimbledon

Phone:

██████████

Work Order Nr:

20081222

District:

2

Supervisor:

City Arborist

Employee:

Ortiz, Jim

Call back needed:

Y

Contacted date:

2020-08-27

OSHA safety concern:

N

Status:

Closed

Completion date:

2021-02-03

Inspection date:

2020-08-27

Hours:

0 Minutes: 55

Material cost:

0.00

Action taken:

8/27/20 - Received e-mail from Division Secretary. There are three Canary Island Pine Trees and one (1) Cajeput tree adjacent to this address. The Canary Island Pine tree numbers are P14, P15 and P18. These trees were last trimmed on 1/4/18&1/5/18. The tree number for the Cajeput tree is P12 and was last trimmed on 1/5/18. All four (4) trees appeared to be stable, there were no noticeable structural defects or any visible signs of any pest or disease activity present during the the time that I inspected these trees. Contacted resident's daughter @ 9:44 am and verbally explained the City's criteria for tree removal. Resident provided e-mail address (mhf-minar@cox.net). E-mailed resident's daughter City's criteria for tree removal and other tree related documents. Will schedule the trimming of the trees in that area - JO 9/4/20 - Received e-mail from City Hall -JO 9/8/20 - Contacted resident @ 1: 13 pm and left message asking for a call back. E-mailed City Hall back stating that I am in contact with this resident - JO 2/3/21 - Trees trimmed by WCA - JO

Subject:

Tree Removal Request

Detailed description:

Provided forwarded information for the removal request of City trees in Wimbledon Park

Req'd date:

2021-06-16 (Request entered by: Jim Ortiz)

Req'd by:

Joann Frake

Location:

3462 Wimbledon Way

Phone:

E-mail

Work Order Nr:

21060940

District:

2

Supervisor:

City Arborist

Employee:

Ortiz, Jim

Call back needed:

N

Contacted date:

2021-06-15

OSHA safety concern:

N

Status:

Closed

Completion date:

2022-01-31

Inspection date:

2021-06-16

Hours:

1 Minutes: 55

Material cost:

0.00

Action taken:

6/15/21 - Received forwarded e-mail for tree removal. No phone number or e-mail address was provided-- JO 6/16/21 - Inspected the location.. The house is on the very north east corner of the park. The tree in question is between the walkway and this home. The tree is identified as P17. The trees species is a Canary Island Pine Tree. This tree was last trimmed 1/5/18. I have generated a work order to have this tree trimmed. The CAT III removal costs are the following: P17 - Canary Island Pine Tree. Closest to Wimbledon Way. The DSH is 27". The removal cost and the 3 to 1 replacement ratio is \$ 1,340.00. This tree is 13'-7" from the common wall. The tree appeared to be stable, the tree has a slight lean. There were no visible signs of any pest or disease activity present during the time that I inspected this tree. Pine needles were noticed on the north side of the roof. Reviewed Arbor Access. There were five (5) additional work orders with this address: The work orders were for the following: 8/27/20 - CM work order # 20081222 - Tree Issues. 8/6/14 - CM work order # 14081334 - Roots causing inability to open side yard gate. 6/13/14 - CM work order # 14061006 - Roots were cut. But still affecting private wall. 9/17/13 - CM work order # 13091677 - Roots damaging gate. 9/4/12 - CM Work order # 12091548 - Park tree damaging wall. Contacted resident's daughter who provided me the resident's phone number (714) 241-0610. Contacted resident @ 11:22 am. Confirmed that the tree that is requested to be removed is closest to Wimbledon Way (P17). Verbally explained the tree removal process and the PACS commission meetings. Asked resident if will provide pictures. Resident will provide pictures at a later date - JO 7/16/21 - Contacted resident @ 10:42 am and left a message stating that I had a few questions in regards to the information provided for the tree removal request - JO 1/17/22 - P17 trimmed by WCA - JO 1/25/22 - Contacted resident @ 9:18 am and could not leave message. Phone kept ringing - JO 1/27/22 - PACS Commission voted to deny this tree removal request - JO 1/31/22 - Denial letter e-mailed to daughter - JO



PARKS, ARTS AND COMMUNITY SERVICES COMMISSION AGENDA REPORT

MEETING DATE: OCTOBER 28, 2021

ITEM NUMBER: 9a

SUBJECT: TREE REMOVAL REQUEST - 3462 WIMBLEDON WAY

DATE: OCTOBER 28, 2021

FROM: PUBLIC SERVICES DEPARTMENT, MAINTENANCE SERVICES DIVISION

PRESENTATION BY: ROBERT RYAN, MAINTENANCE SERVICES MANAGER

FOR FURTHER INFORMATION CONTACT: ROBERT RYAN, MAINTENANCE SERVICES
MANAGER (714) 327-7499

RECOMMENDATION

Staff recommends that the Parks, Arts and Community Services Commission deny the request to remove one (1) City owned tree growing in the Wimbledon Park side of 3462 Wimbledon Way.

BACKGROUND

The Maintenance Services Division received a letter from the applicant on June 15, 2021, requesting the removal of the tree growing in Wimbledon Park on the west side of 3462 Wimbledon Way (Attachment 1). The applicant states that the tree in Wimbledon Park is damaging the roof of the home; and that the roof and gutters require cleaning every three (3) months, as she believes that the pine needles on the roof are a potential fire hazard. The applicant further stated that the cracks in the garage floor are becoming larger due to the roots from the tree; and that the roots could damage concrete in the backyard and the City owned wall separating the park from the private property.

ANALYSIS

The City Arborist evaluated the tree and the surrounding area on June 16, 2021 and determined that there was no justification for the removal of the tree at staff level (Attachment 2). The tree is a Canary Island Pine Tree (*Pinus canariensis*). This tree is the first Canary Island Pine Tree inside of Wimbledon Park, east of the walkway and west of the block wall. The tree is approximately sixty feet (60') in height with a trunk diameter of twenty-seven (27") inches. The tree is healthy and in good condition; it was last trimmed by West Coast Arborists on January 5, 2018 (Attachment 3). The applicant was informed of the findings. A second work order related to this request dated August 27, 2020 was identified and is attached (Attachment 4).

The amount of pine needle drop beneath the tree and surrounding area appeared to be normal. There was not a significant amount of pine needles on the roof at the time of inspection.

There were no visible signs of cracks or movement of the common wall or driveway at the time on inspection. City staff did request photos of the garage floor and concrete in the backyard; however none were provided.

Previous work orders relative to this address are as follows:

- On September 17, 2013, resident reporting that the roots from the tree in the park were causing a misalignment of the gate located on the north side of the home, which makes the gate difficult to close (Attachment 5). Root pruning was performed on this tree on October 15, 2013 in response to this complaint; and twelve inch (12") root barriers were installed extending fifteen feet (15') north of the tree.
- On August 6, 2014, resident reporting that the roots are affecting the ability to open the side gate; and that the roots were cut some time ago, but currently having issues again (Attachment 6). Additional root pruning was performed on September 2, 2014 which included the installation of an additional twelve-inch root barrier panels extending six (6) feet in either direction using the private property gate as a center point.

The Pine tree that is requested to be removed is not dead, diseased or dying; and it does not appear to be creating an exposure to liability for the City.

The tree does not meet the criteria to be removed as a Category 1 – Health and Safety Removal, according to the Streetscape and Median Development Standards. The tree does not appear to be causing damage to infrastructure; and the pine needle drop appears to be normal for this type of tree. The tree does not meet the criteria to be removed as a Category 2 – Accelerated Removal, according to the Streetscape and Median Development Standards. The request for removal falls under Category 3 – Discretionary Removals, Section 4.0.3 of the Streetscape and Median Development Standards (Attachment 7).

The City Arborist evaluated the tree for possible relocation. Relocation is not recommended due to the size of the tree, low probability of success and the cost of relocation.

ALTERNATIVES CONSIDERED

The Commission could authorize the removal and replacement of the tree, per the Streetscape and Median Development Standards, Section 4.0.2 Category 3 – Discretionary Removals, which would require the replacement of the tree at a 3 to 1 ratio. The applicant would pay all removal and replacement costs. The City Arborist would determine the tree species and location for plantings.

If the tree removal is approved by the Commission, the payment for the removal of the parkway tree and any required mitigation trees must be provided to the City prior to removal and within one year from the date of final approval, after which the approval expires.

FISCAL REVIEW

There would be no fiscal impact to the City if the request to remove the tree was denied, or approved as a Category 3 - Discretionary Removals, as the applicant would pay all costs.

For the Commission's information, removal cost for the tree would be \$810. The replanting costs for the mitigation trees (1 – 24" box size and 2–15-gallon container size) would be \$530. Costs are based on current City contract prices. The total cost for removal and replacement would be \$1,340.

The value of the tree is estimated to be \$14,740.

LEGAL REVIEW

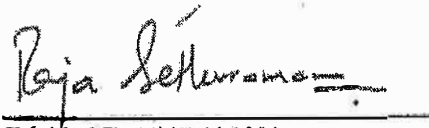
No legal review is required for this item.

CONCLUSION

The City-owned tree that has been requested for removal is located inside Wimbledon Park near the west side of 3462 Wimbledon Way. The tree is in good condition and has been maintained on a regular schedule. The tree litter is not unusual for this type of tree; and the tree is not currently causing any damage to existing infrastructure. The request does not meet the criteria required for staff approval. Therefore, staff recommends that the Commission deny the request to remove the tree.



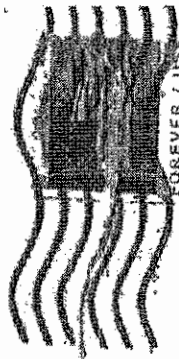
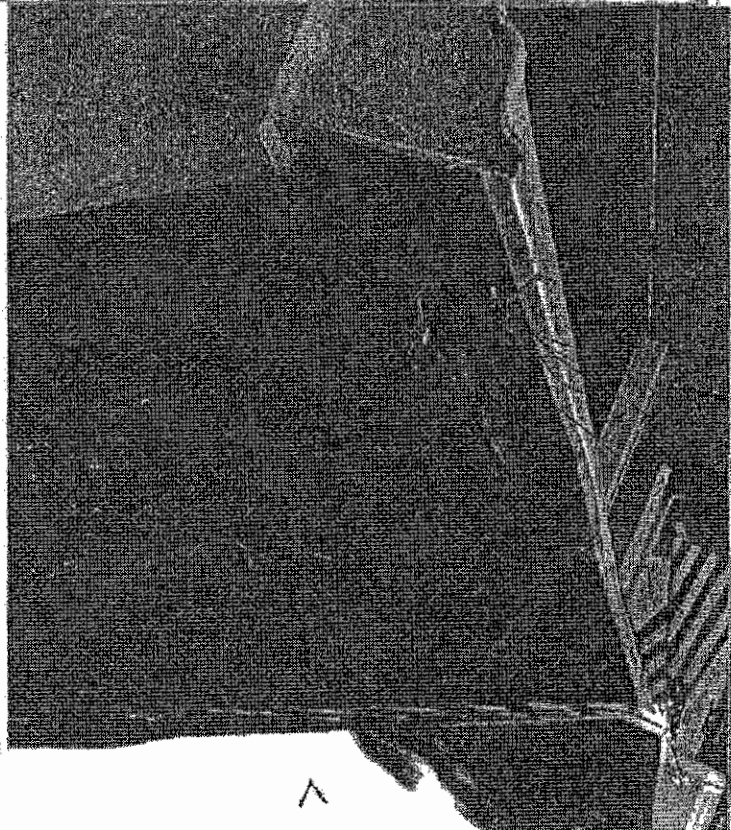
ROBERT RYAN
Maintenance Services Manager



RAJA SETHURAMAN
Public Services Director

- ATTACHMENTS:
1. Applicant Letter and Photographs
 2. Maintenance Services Work Order (06/16/21)
 3. Arbor Access Tree Maintenance Information (West Coast Arborists)
 4. Maintenance Services Work Order (08/27/20)
 5. Maintenance Services Work Order (09/17/13)
 6. Maintenance Services Work Order (08/06/14)
 7. Streetscape and Median Development Standards, Section 4.0
Criteria for Parkway Tree Removal/Replacement
 8. Arborist Photographs

C: Joanne Frake
3462 Wimbledon Way
Costa Mesa, CA 92626



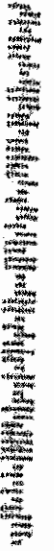
FOREVER / USA

SANTA ANA, CA 926

7 JUN 2021 PM 5 L

ATTACHMENT 1

*Parks and Community Services
P.O. Box 1300
Costa Mesa, California
92628-1300*



92628-120000

June 1, 2021

Parks and Community Services
P. O. Box 1200
Costa Mesa, California 92628-1200

Attention: Laura Gomez

In 2014, my husband and I talked with the City of Costa Mesa about removing a tree that is very close to our home. Consequently, this tree was never removed, and now has become so large and tall that it is damaging our roof. Consequently, we also have to have our gutters cleaned to remove the needles and leaves every few months.

When the park was developed there were three trees planted very close to our home. My husband, a retired firefighter was very concerned that these trees could be a fire hazard in the future. He requested that the trees be removed, because trimming hadn't helped in the past. If anyone accidentally threw a cigarette or a match down on the ground, a fire would instantly start in the neighborhood.

Now due to the tree roots, the cracks on my garage floor have become larger and more apparent. I am worried about the brick fence around my house becoming cracked due to the adjacent trees. There is also a lot of concrete in my backyard that could crack and be affected as well.

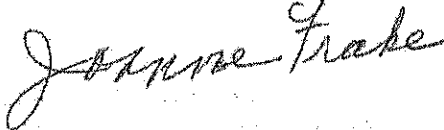
I have written many letters and attached pictures over the years regarding these trees and their impact on our home. I have also made calls to the city and the Parks and Community Services and requested the office document my correspondence.

The Orange County Fire Authority always reminds homeowners to remove the brush and trees away from their homes, especially during fire season but also year-round as well. Does an accident have to occur to prove their point?

I would like to request once again for the city to please remove the largest tree which is leaning over the roof of our home. Also, I would like to request this letter be documented. The last letter and pictures I submitted were never received.

I hope the city addresses these issues before these trees completely crack my foundation or worse yet start a fire around my home.

I look forward to hearing from you,



Joanne Frake
3462 Wimbledon Way
Costa Mesa, California 92626

Subject:

Tree Removal Request

Detailed description:

Provided forwarded information for the removal request of City trees in Wimbledon Park

Req'd date:

2021-06-16 (Request entered by: Jim Ortiz)

Req'd by:

Joann Frake

Location:

3462 Wimbledon Way

Phone:

E-mail

Work Order Nr:

21080940

District:

2

Supervisor:

City Arborist

Employee:

Ortiz, Jim

Call back needed:

N

Contacted date:

2021-06-15

OSHA safety concern:

N

Status:

In Progress

Completion date:

0000-00-00

Inspection date:

2021-06-16

Hours:

1 Minutes: 30

Material cost:

0.00

Action taken:

6/15/21 - Received forwarded e-mail for tree removal. No phone number or e-mail address was provided-- JO
 6/16/21 - Inspected the location.. The house is on the very north east corner of the park. The tree in question is between the walkway and this home. The tree is identified as P17. The trees species is a Canary Island Pine Tree. This tree was last trimmed 1/5/18. I have generated a work order to have this tree trimmed. The CAT III removal costs are the following: P17 - Canary Island Pine Tree. Closest to Wimbledon Way. The DSH is 27". The removal cost and the 3 to 1 replacement ratio is \$ 1,340.00. This tree is 13'-7" from the common wall. The tree appeared to be stable, the tree has a slight lean. There were no visible signs of any pest or disease activity present during the time that I inspected this tree. Pine needles were noticed on the north side of the roof. Reviewed Arbor Access. There were five (5) additional work orders with this address: The work orders were for the following: 8/27/20 - CM work order # 20081222 - Tree Issues. 8/6/14 - CM work order # 14081334 - Roots causing inability to open side yard gate. 6/13/14 - CM work order # 14061006 - Roots were cut. But still affecting private wall. 9/17/13 - CM work order # 13091677 - Roots damaging gate. 9/4/12 - CM Work order # 12091548 - Park tree damaging wall. Contacted resident's daughter who provided me the resident's phone number (714) 241-0610. Contacted resident @ 11:22 am. Confirmed that the tree that is requested to be removed is closest to Wimbledon Way (P17). Verbally explained the tree removal process and the PACS commission meetings. Asked resident if will provide pictures. Resident will provide pictures at a later date - JO

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Site Detail (33.694612434691,-117.90529778089)(WCA InventoryID: 2204841)						
District	Address	Location	Species	DBH	Height	
PARKS	2 X WIMBLEDON PARK	Park-17	<i>Pinus canariensis</i> CANARY ISLAND PINE	25-30	60+	
Maintenance	Condition	Est. Value	Utility	Parkway	PSHB	
Grid/Routine Trim	Good	\$14,740	No	99		
Priority	Valid	PW Type				
N/A	Yes	Other				
Crew	Date	Work Type / Comments	Job # / Acct #	Invoice#	Amount	
WCA	01/05/2018	Grid Prune - 15% thinning	39725	133217	\$46.70	
WCA	10/01/2014	Grid Prune - 15% thinning	28318	100477	\$46.00	
WCA	09/02/2014	Root Prune/12" RB Installation (CANARY ISLAND PINE)	28318	99700	\$77.00	
WCA	10/15/2013	Root Prune/12" RB Installation (CANARY ISLAND PINE)	25119	91971	\$105.00	
WCA	11/12/2012	Root Prune/12" RB Installation (WEEPING INDIAN LAUREL FIG)	22986	84115	\$210.00	
WCA	06/13/2011	Grid Pruning	16780	73231	\$46.60	
WCA	02/05/2008	Grid Pruning	11049	51207	\$45.10	
WCA	08/18/2004	Grid Pruning	7329	33721	\$41.50	
WCA	09/10/2001	Service Request	4219		\$41.50	

Subject:

Tree issues.

Detailed description:

8/26/20 Resident called on behalf of 90 year old mother, states the tree is very overgrown, the enormous amount of pine needles on the roof pose a fire hazard and the roots are uplifting the property. Requesting removal and states her mother is very upset to continue to deal with their request for removal.

Req'd date:

2020-08-27 (Request entered by: MStueve)

Req'd by:

Joann Frake-Minar

Location:

3462 Wimbledon

Phone:

714-606-6410

Work Order Nr:

20081222

District:

2

Supervisor:

City Arborist

Employee:

Ortiz, Jim

Call back needed:

Y

Contacted date:

2020-08-27

OSHA safety concern:

N

Status:

Closed

Completion date:

2021-02-03

Inspection date:

2020-08-27

Hours:

0 Minutes: 55

Material cost:

0.00

Action taken:

8/27/20 - Received e-mail from Division Secretary. There are three Canary Island Pine Trees and one (1) Cajeput tree adjacent to this address. The Canary Island Pine tree numbers are P14, P15 and P18. These trees were last trimmed on 1/4/18&1/5/18. The tree number for the Cajeput tree is P12 and was last trimmed on 1/5/18. All four (4) trees appeared to be stable, there were no noticeable structural defects or any visible signs of any pest or disease activity present during the the time that I inspected these trees. Contacted resident's daughter @ 9:44 am and verbally explained the City's criteria for tree removal. Resident provided e-mail address (mhf-minar@cox.net). E-mailed resident's daughter City's criteria for tree removal and other tree related documents. Will schedule the trimming of the trees in that area - JO 9/4/20 - Received e-mail from City Hall -JO 9/8/20 - Contacted resident @ 1: 13 pm and left message asking for a call back. E-mailed City Hall back stating that I am in contact with this resident - JO 2/3/21 - Trees trimmed by WCA - JO

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Maintenance Services Work Order

Subject:

Roots Damaging Gate

Detailed description:

Roots from the pine tree are causing the gate to his property to not close. Inspect roots.

Req'd date:

2013-09-17 (Request entered by: Daniel Dominguez III)

Req'd by:

Edward Frake

Location:

3462 Wimbledon

Phone:

Work Order Nr:

13091677

District:

2

Supervisor:

City Arborist

Employee:

Dominguez, Dan

Call back needed:

N

Contacted date:

2013-09-17

OSHA safety concern:

N

Status:

Closed

Completion date:

2013-10-30

Inspection date:

2013-09-17

Hours:

0 Minutes: 15

Material cost:

0.00

Action taken:

9/17/13 Pinus canariensis park-17 23"dsh x 50' in good condition. Tree roots growing under wall. Root prune 15' on north side of the tree along the wall. Site is marked. WCA Inc. Spoke to resident. DD 10/29/13 Verified work completed. DD

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Subject:
Roots Damaging Gate
Detailed description:
Roots from the pine tree are causing the gate to his property to not close. Inspect roots.

Req'd date:
2013-09-17 (Request entered by: Daniel Dominguez III)
Req'd by:
Edward Frake
Location:
3462 Wimbledon
Phone:
[REDACTED]

Work Order Nr:
13091677
District:
2
Supervisor:
City Arborist
Employee:
Dominguez, Dan
Call back needed:
N
Contacted date:
2013-09-17
OSHA safety concern:
N
Status:
Closed
Completion date:
2013-10-30
Inspection date:
2013-09-17
Hours:
0 Minutes: 15
Material cost:
0.00

Action taken:
9/17/13 Pinus canariensis park-17 23"dsh x 50' in good condition. Tree roots growing under wall. Root prune 15' on north side of the tree along the wall. Site is marked. WCA Inc. Spoke to resident. DD 10/29/13 Verified work completed. DD

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Subject:

Roots causing inability to open side yard gate.

Detailed description:

Resides adjacent to Wimbledon Park. The roots from a tree in the park are affecting the ability to open his side gate. States the roots were cut some time ago, but currently having issues again.

Req'd date:

2014-08-06 (Request entered by: MStueve)

Req'd by:

Edward Frake

Location:

3462 Wimbledon Way

Phone:

[REDACTED]

Work Order Nr:

14081334

District:

2

Supervisor:

City Arborist

Employee:

Kokesh, Douglas

Call back needed:

Y

Contacted date:

2014-08-12

OSHA safety concern:

N

Status:

Closed

Completion date:

2014-10-01

Inspection date:

2014-08-15

Hours:

0 Minutes: 45

Material cost:

0.00

Action taken:

Met with resident regarding tree concern. States that the roots from a tree in Wimbledon Park are pushing on the block wall leading to his side yard. This is causing the gate to have difficulty closing. Proposed 12' of root pruning and linear barrier installation to the tree in question. Resident satisfied. WCA, Inc. to be scheduled to install barrier along and in as close as possible proximity to block wall opposite side gate and using the gate as the center point going 6' in each direction. DK Work completed by WCA, Inc. on 10/1/14. Subsequent work orders received from this resident regarding the same issue (3 work orders on the same issues over the last 3 years) should be scrutinized on the basis of whether the tree really needs to be removed or not. Moving forward, treat issue by having the resident follow-through with a Category 3 removal request to the PRC. If denied by the PRC, resident will need to look into making the necessary repair on his end that allows for the gate to shut properly.

4.0 CRITERIA FOR PARKWAY TREE REMOVAL/REPLACEMENT

Based on guidelines established by City Council ordinance, the Public Services Director is authorized to approve or deny all tree removal requests, or may agendaize any removal request for review by the Parks and Recreation Commission.

Any removal decision made by the Public Services Director may be appealed to the Parks and Recreation Commission for review. Decisions made by the Parks and Recreation Commission are final and may not be appealed to the City Council. The Public Services Director will notify the property owner/applicant of every decision to ensure that any appealed decision will not be implemented until after the appeal is heard.

Decisions made by the Parks and Recreation Commission are valid for a period of one year. All requests for removal and specified mitigation measures approved by the Parks and Recreation Commission must be completed by the applicant within one year from the date of approval. If tree removal and/or mitigation is not completed within one year, the approval is rescinded.

Tree removal denials made by the Parks and Recreation Commission may not be reconsidered for a period of one year from the date of denial.

All property owners/applicants wishing removal of a parkway tree(s) shall complete the "Request for Tree Removal" application available from the Public Services Department. Removal requests will fall into one of three categories:

- Category 1 – Health and Safety Removals
- Category 2 – Accelerated Removals
- Category 3 – Discretionary Removals

4.0.1 Category 1 – Health and Safety Removals

Removal of a street tree at no cost to the property owner/applicant may be considered on the following basis, and in accordance with Public Services policies:

- If the tree is dead, dying, critically diseased, or damaged beyond reasonable repair.
- If the tree is causing a safety hazard (such as significant sidewalk and curb uplifting), and root pruning is determined not to be a viable option. Root pruning, sidewalk shaving, and sidewalk rerouting shall be considered as alternative options when evaluating the removal of trees that are causing safety hazards.

- If the tree presents a foreseeable risk of injury and liability to the public.

If the tree is damaging vital infrastructure (such as sewer, water, gas, electrical conduit) or other major structural damage, proof of damage must be submitted by the property owner/applicant prior to the final approval and scheduling by the Public Services Director.

4.0.2 Category 2 – Accelerated Removals

The City may remove or allow a street tree to be removed, as a "convenience" to property owners or other City departments, if the tree meets the "Accelerated Removal Criteria" and the property owner agrees to the following Criteria and Conditions:

Criteria

- a. The tree(s) is a City designated "Problem Tree Species" (*Ficus microcarpa* or *F. retusa*, *F. nitida*, *Fraxinus uhdei*, *Schinus terebinthifolius*, *Cupaniopsis anacardioides* or other tree species so designated by the Parks and Recreation Commission), or...
- b. The Director may determine to remove a tree based on the following factors and determine the individual tree to be a 'nuisance' and qualify for an Accelerated Removal, with all Conditions to be met in order to allow for the removal of the parkway tree:
 - Any tree, where the amount and/or nature of litter from the tree (pods, seeds, flowers, sap, etc.), is significantly greater than can be expected from a typical tree of that variety; or
 - Any tree, where impacts on surrounding public or private property improvements (i.e. hardscape, landscape, masonry structures, etc.) are significant or are potentially significant in the future; or
 - The tree is causing unreasonable impacts on the property owner where it is located.

Conditions

- a. If the sidewalk, curb and/or gutter are damaged by said property owner/applicant (final conditions shall be inspected by the City), the property owner/applicant agrees to pay for all damaged concrete within forty-five (45) calendar days after tree removal. If damage occurs, the property owner/applicant agrees to obtain all permits and provide a bond for completion, and securing a licensed contractor.

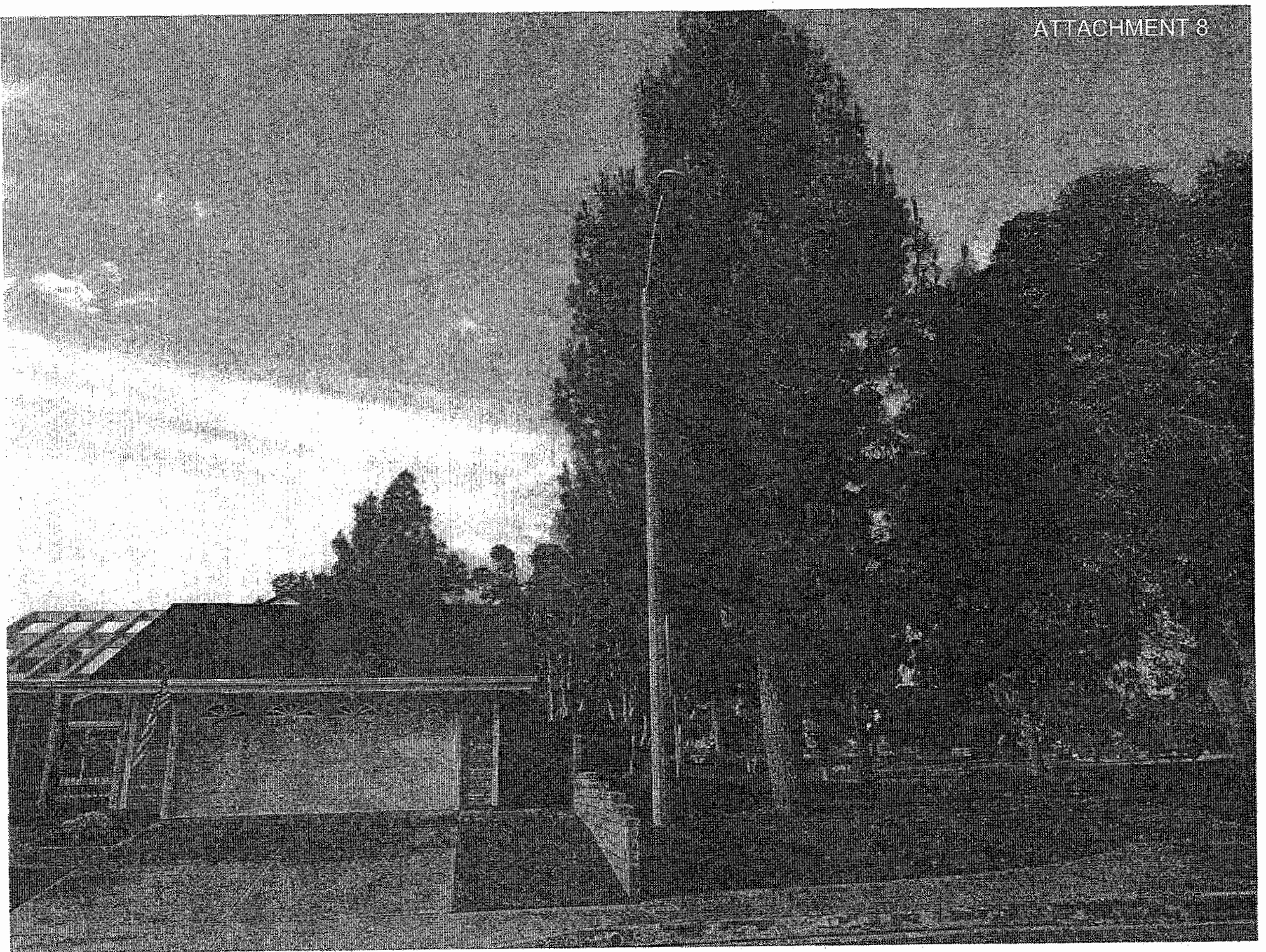
- b. If tree is to be removed by City, City staff will prepare a cost estimate for removal based on established contract prices. The property owner/applicant agrees to pay for the service by check or cash. If tree is to be removed by property owner/applicant, the City will require an approved licensed, bonded and insured contractor to remove the tree and stump. Date of removal shall be approved by the Public Services Department.
- c. The property owner/applicant agrees to pay the Public Services Department for tree replacement costs based upon the adopted City Council 3:1 tree replacement ratio. For every one mature tree removed, three (3) new trees consisting of one (1) 24" box tree and two (2) 15-gallon trees shall be planted, with tree locations to be determined by the Public Services Department. Property owner/applicant agrees that the Public Services Department will select the tree species and determine minimum acceptable tree species height, trunk caliper, and crown development criteria.

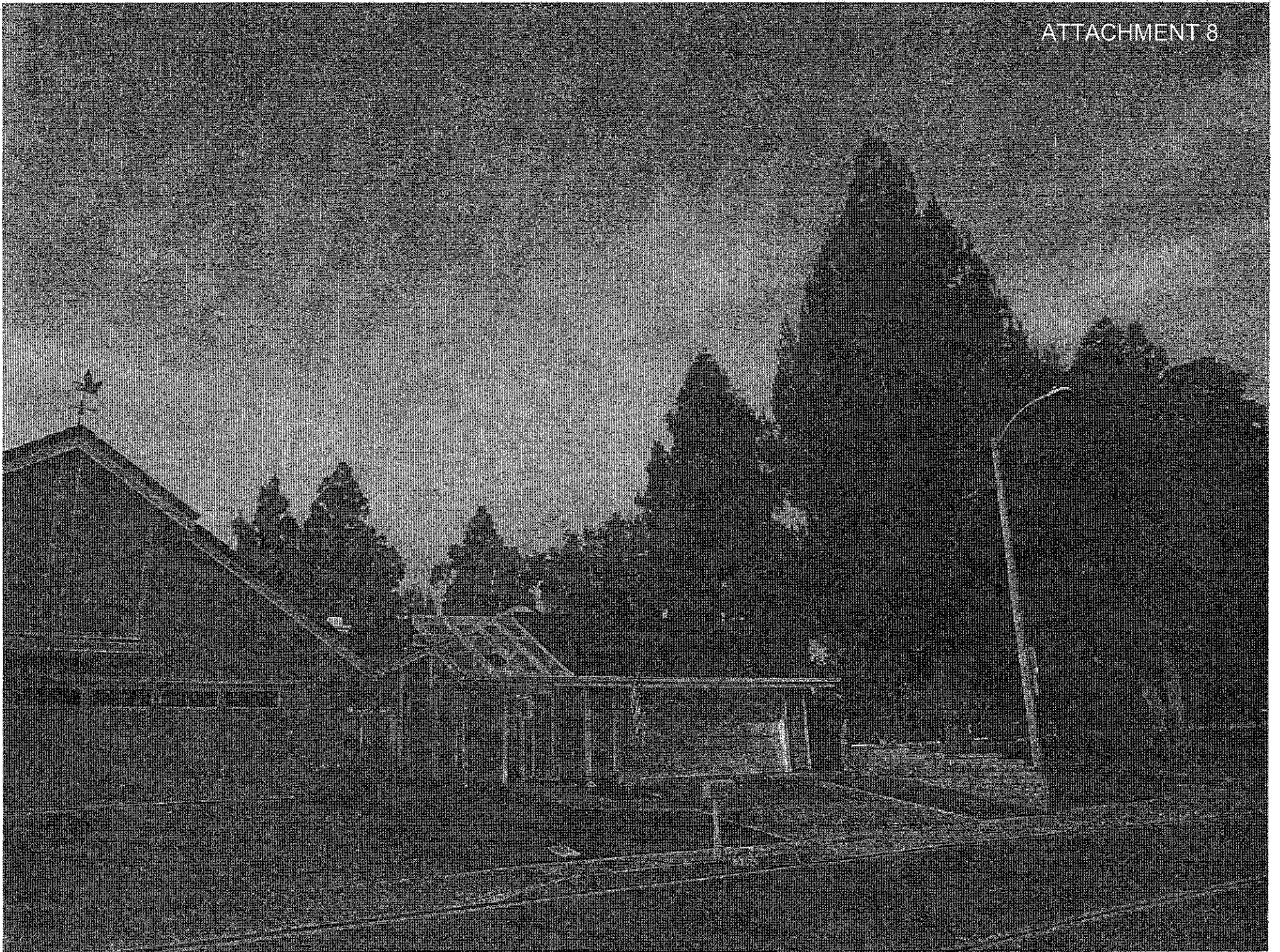
4.0.3 Category 3 – Discretionary Removals

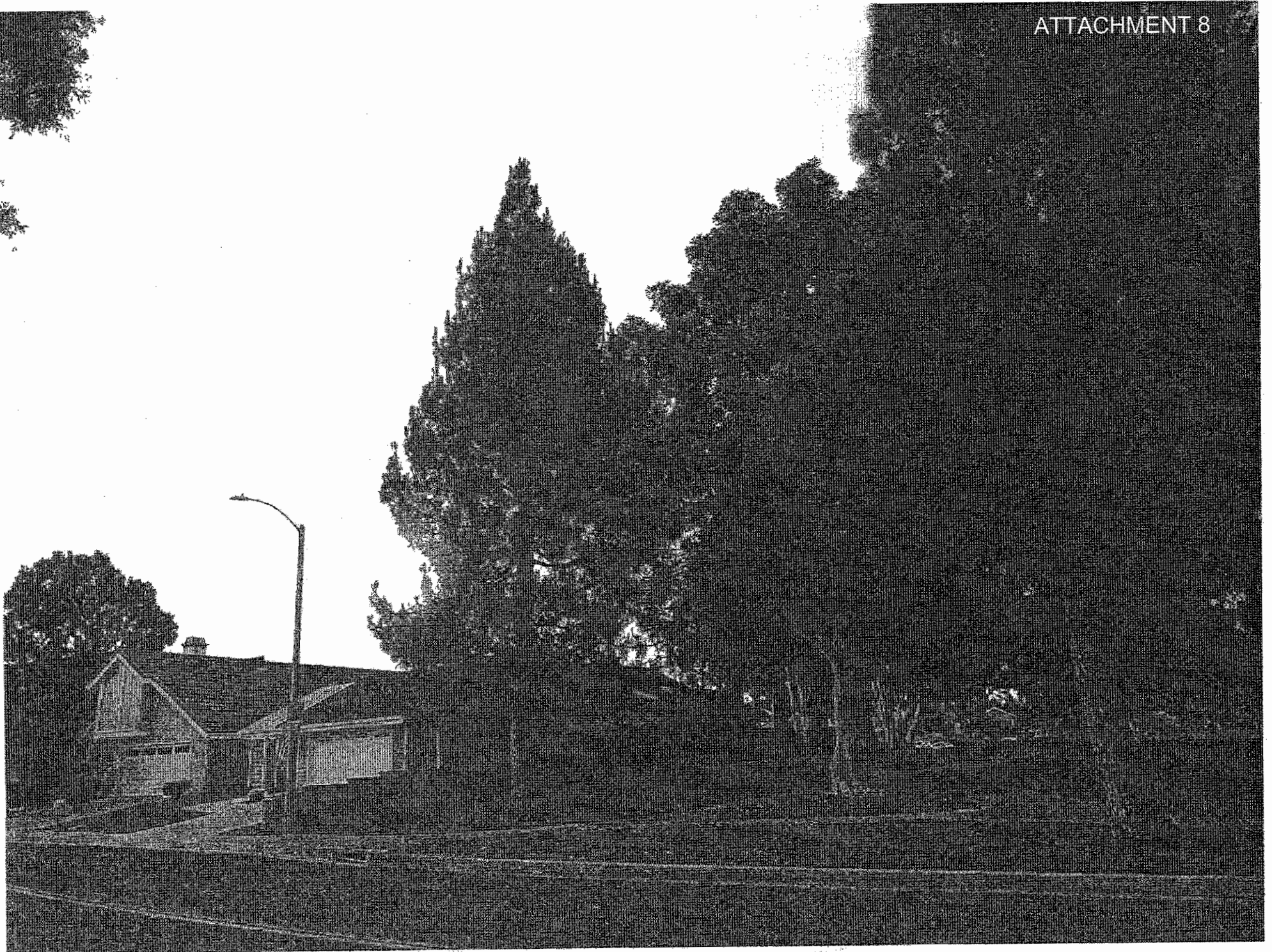
Requests for removal of City-owned trees in parks, parkways, or rights-of-way not covered under Category 1 or Category 2 shall be agendized for review and determination by the Parks and Recreation Commission.

Final determination by the Parks and Recreation Commission will be based on information provided by the property owner/applicant as well as the following:

- 1) Is the request from City staff, commercial applicant, or residential property owner/tenant?
- 2) Are there alternatives to removal which have not been considered?
- 3) Who will bear the financial responsibility for removal/transplanting/replacement?
- 4) Is transplanting a viable option from the standpoint of tree survivability?
- 5) Is "in-kind" replacement or 3:1 replacement (1-24" box, plus 2-15 gallon) more appropriate?
- 6) What are the aesthetic impacts to the neighborhood or to existing planting themes?
- 7) Does the removal pose any adverse impacts to adjacent property owners?



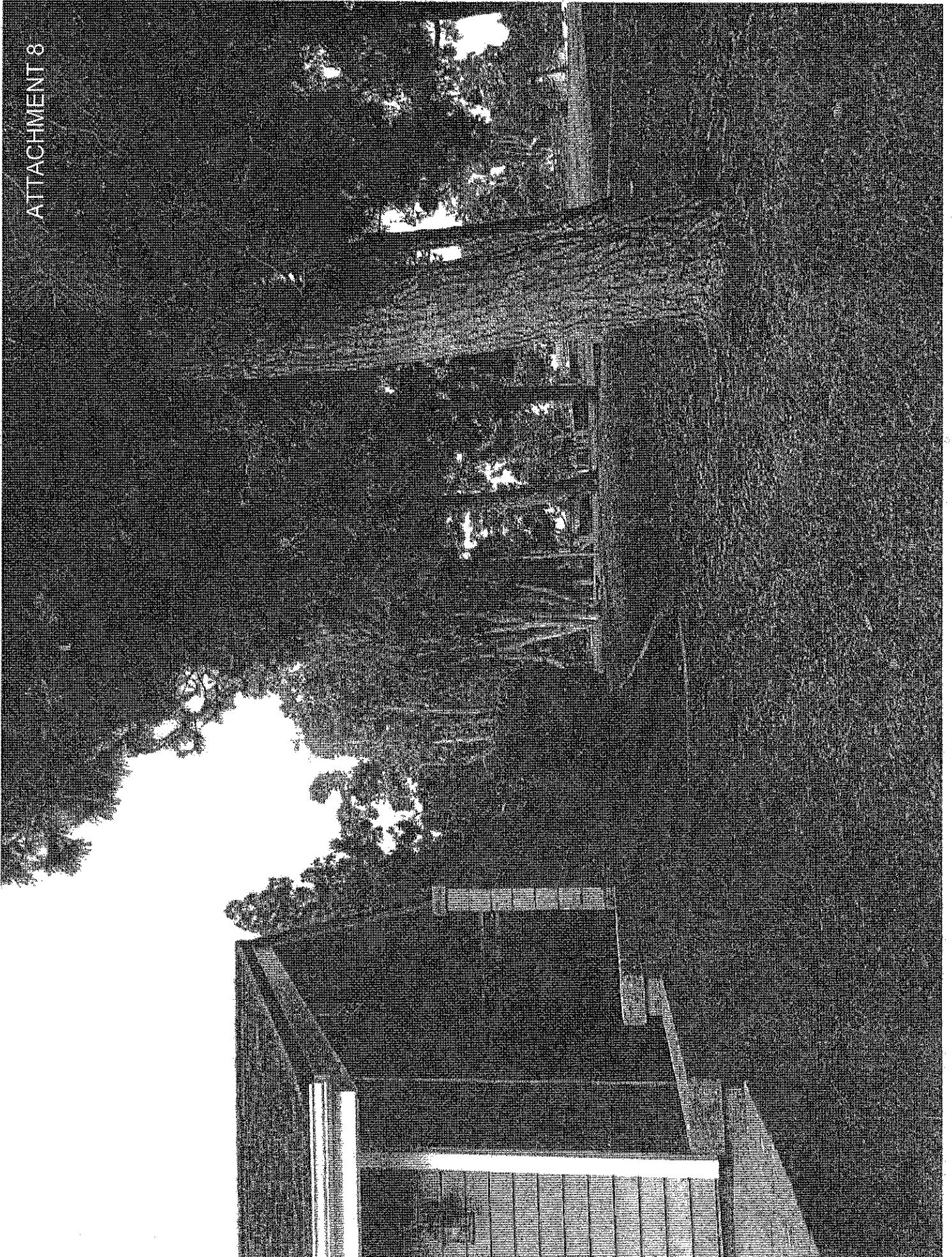








ATTACHMENT 8



WELCOME TO THE COSTA MESA PARKS, ARTS & COMMUNITY SERVICES COMMISSION

**OCTOBER 28, 2021
4:00 P.M. – UNOFFICIAL MINUTES**

1. **CALL TO ORDER...**Chairperson Ashendorf at 4:01pm
2. **PLEDGE OF ALLEGIANCE** by Vice Commissioner Brown
3. **ROLL CALL**

= Present = Absent

Commissioners

- Angely Andrade Vallarta
- Kelly Brown
- Elizabeth Dorn Parker
- Scott Glabb
- Cassius Rutherford, Vice Chair
- Charlene Ashendorf, Chair

City Staff

- Jason Minter, Parks & Community Services Director
- Raja Sethuramen, Public Services Director
- Seung Yang, City Engineer
- Monique Villasenor, Recreation Manager
- Robert Ryan, Maintenance Services Manager
- Laura Fautua, Executive Secretary

4. **APPROVAL OF THE MINUTES OF THE SEPTEMBER 23, 2021 MEETING**
MOTION/SECOND: Commissioner Dorn-Parker made a motion to approve the minutes with Ms. Fautua's correction of her name/Seconded by Commissioner Brown.

The motion carried by the following roll call vote:

Ayes: Commissioner Andrade Vallarta, Commissioner Brown, Commissioner Dorn-Parker, Commissioner Glabb, Vice Chair Rutherford, Chair Ashendorf

Nays: None

Absent: None

Motion Carried: 6-0

5. **PUBLIC COMMENTS**

Jenn Tanaka: Asked for Harper Park to be considered for renovation. Wondered if there is a surplus of funds available for renovation. Inquired if there is a way to incorporate a dog park on the East side and for more inclusive play equipment for all.

Jim: Asked if more signage advertising this meeting where the public can place more input on play equipment for parks. Asked if the commission can look into more pickleball and zip lining equipment at parks.

Bob Amerend: Was asked to move his comments to the item section he wanted to discuss.

Bruce Green: Requested to speak for a later item and his hand raised was by accident.

6. **COMMISSIONER COMMENTS**

Vice Chair Rutherford: Thanked City staff on City events and encouraged the public to continue to have conversation with people who are unvaccinated to get vaccinated.

Commissioner Glabb: Attended the Barktoberfest and really enjoyed the event even though there was a drizzle.

Commissioner Andrade Vallarta: Attended the scarecrow festival and had a great time. Also went to the trains at the OCME lot in Fairview Park

Commissioner Brown: Also attended the Scarecrow event and is curious how we can implement more art within the parks. Asked to take a less traditional approach and hold sessions at coffee shops to spread city information. Announced the arts specialist position to her colleagues regarding hiring.

Commissioner Dorn Parker: Will continue to work with the community to increase the access and use of the parks. Requested for City Council to review the current bicycling rules and make amendments in regard to e-bikes.

Chair Ashendorf: Is looking forward to having the Art Specialist on board to support the arts in the City. She announced her attendance at the 21st Orange County Arts Awards at the Samuelli Theater. She recognized Tom Titus as a strong advocate for the Civic Playhouse and a pillar in the community. As a member of the Steering Committee for the County of Orange and Charitable Ventures she announced there is funding for robotic pets, iPads, and technology training for seniors.

Mr. Minter congratulated Chair Ashendorf for her article about little free libraries and little free canvases being featured in the paper. Reminded the Commission they must be on camera during the duration of the meeting.

7. **CONSENT CALENDAR** – None

8. **OLD BUSINESS**

- a) Tree Removal Request - 1777 Oriole Drive Update
Mr. Ryan presented to the Commission on what staff is doing regarding this tree review.

9. **NEW BUSINESS**

- a) Tree Removal Request - 3462 Wimbledon Way
Mr. Ryan presented.

Public commenter, Mary Helen Frake-Minar had technical difficulties.

Chair Ashendorf inquired regarding the tree causing roof damage to a homeowner.

MOTION/SECOND: Commissioner Dorn-Parker made a motion to move this item to a later time so we can attempt to get the homeowner on/Seconded by Vice Chair Rutherford.

The motion carried by the following roll call vote:

Ayes: Commissioner Andrade Vallarta, Commissioner Brown, Commissioner Dorn-Parker, Commissioner Glabb, Vice Chair Rutherford, Chair Ashendorf

Nays: None

Absent: None

Motion Carried: 6-0

[Comments after 9b motion.]

Mary Helen Frake-Minar: has provided many photos sent via mail. Pine needles cannot be moved with the lawn mowers because they are so thick. Rats use them for nesting. Pines clog gutters.

Commissioner Dorn Parker asked if there can be a movement to January's item for a better review.

MOTION/SECOND: Vice Chair Rutherford made a motion to move this item to a later time so we can attempt to get the homeowner on/Seconded by Chair Ashendorf.

Commissioner Dorn Park then made a substitute motion to move the item for a later date. Seconded by Commissioner Glabb.

The motion carried by the following roll call vote:

Ayes: Commissioner Andrade Vallarta, Commissioner Brown, Commissioner Dorn-Parker, Commissioner Glabb

Nays: Vice Chair Rutherford, Chair Ashendorf

Absent: None

Motion Carried: 4-2

Mr. Minter provided meeting assistance to Public Commenter Mr. Green and Commissioners regarding how motions work and public comment.

[Moved to Item 9c.]

- b) Tree Removal Request - 2722 Sandpiper Drive
Mr. Ryan presented.

Public Comment:

Bruce Green: resident has concerns of the tree regarding the debris that contributes to allergies, regular maintenance and damage to cars, sidewalks and streets.

MOTION/SECOND: Chair Rutherford made a motion to approve staff's recommendation/Seconded by Commissioner Dorn-Parker.

The motion carried by the following roll call vote:

Ayes: Commissioner Andrade Vallarta, Commissioner Brown, Commissioner Dorn-Parker, Vice Chair Rutherford, Chair Ashendorf

Nays: Commissioner Glabb

Absent: None

Motion Carried: 5-1

[Returned to item 9a.]

- c) Design of Playground, Fitness Equipment, and Surface Replacement at Tanager Park
Mr. Ryan presented and answered any questions commissioners had regarding the designs.

Commissioner Dorn-Parker requested how to turn physical spaces into other opportunities such as pickleball courts. Mr. Ryan mentions that Tanager Park is currently in a design phase to convert the basketball courts into pickleball courts.

Public Comment:

Derek Weiss Bender: has concerns about the updates and regarding less functional play space with equipment reduction.

Commissioner Brown asked if the item can be moved to a later meeting for a better outreach approach.

Mr. Ryan clarified the concerns for moving this to a later date since costs will increase throughout January and will likely to continue to increase as more time passes. Also clarified where sand will remain and where rubberized surfaces will be placed.

MOTION/SECOND: Chair Rutherford made a motion to approve staff's recommendation option 1/Seconded by Commissioner Dorn-Parker.

The motion carried by the following roll call vote:

Ayes: Commissioner Andrade Vallarta, Commissioner Brown, Commissioner Dorn-Parker, Commissioner Glabb, Vice Chair Rutherford, Chair Ashendorf

Nays: None

Absent: None

Motion Carried: 6-0

- d) Design of Playground Equipment and Surface Replacement at Jordan Park
Mr. Ryan presented.

Commissioner Dorn Parker is excited to see the new installation in her district. Many people from the public utilize this park space

Public Comment:

Barbara: Asked if there is a way to get a drinking fountain at this location

Mr. Ryan mentioned that we are looking to install fountains in the future at park locations without fountains.

MOTION/SECOND: Commissioner Dorn-Parker made a motion to approve staff's recommendation option one/Seconded by Commissioner Brown.

The motion carried by the following roll call vote:

Ayes: Commissioner Andrade Vallarta, Commissioner Brown, Commissioner Dorn-Parker, Commissioner Glabb, Vice Chair Rutherford, Chair Ashendorf

Nays: None

Absent: None

Motion Carried: 6-0

- e) Donation of a Concrete Pad at the Mesa Verde Library
Supplemental received – updated on 10/28 11:00am

Mr. Yang presented.

Public Comment:

Bob Ooten: Looking forward to having an ADA pad and looking forward to the several adult and youth programs that will be utilizing the space.

Vice Chair Rutherford thanked the friends of the library regarding a private fund to help push city development.

Chair Ashendorf encouraged the public to visit the library and check out the children's area.

MOTION/SECOND: Chair Ashendorf made a motion to approve staff's recommendation to approve the installation of a concrete pad at front patio area of the Mesa Verde Library/Seconded by Commissioner Dorn Parker.

The motion carried by the following roll call vote:

Ayes: Commissioner Andrade Vallarta, Commissioner Brown, Commissioner Dorn-Parker, Commissioner Glabb, Vice Chair Rutherford, Chair Ashendorf

Nays: None

Absent: None

Motion Carried: 6-0

- f) Donation of Outdoor Musical Instrument Equipment at the Donald Dungan Library in Lions Park

Supplemental received – updated on 10/28 11:00am

Mr. Minter presented.

Public Comment:

Donna Stapleton: Requested that outdoor musical instruments be installed near the Donald Dungan library to help encourage musical creativity within the public.

MOTION/SECOND: Chair Ashendorf made a motion to approve staff's recommendation to approve the donation of the outdoor musical instrument equipment at the Donald Duncan Library. /Seconded by Commissioner Glabb.

The motion carried by the following roll call vote:

Ayes: Commissioner Andrade Vallarta, Commissioner Brown, Commissioner Dorn-Parker, Commissioner Glabb, Vice Chair Rutherford, Chair Ashendorf

Nays: None

Absent: None

Motion Carried: 6-0

- g) Commission Request for ride-alongs with the Costa Mesa Park Rangers
Mr. Minter gave background for park ranger ride-alongs.

Commissioners selected their ride along dates for touring, from the dates in the report. There was a correction made.

Commissioners scheduled their ride along times with the exception of Commissioner Glabb and Vice Chair Rutherford.

10. MONTHLY REPORTS

- a) **Park Ranger Report - September 2021**
Supplemental received – updated on 10/28 11:00am

Mr. Minter informed the Commission, patrols at the park have increased. More citations have been issued and will most likely show in the next meetings report. He recommends deferring to the Bikeway and Walkability Committee in regards to bike laws and e-bikes.

Commissioner Brown would like to see updates to the bike laws in regards to bike licensing. She also mentioned she conversed with David Martinez and acknowledges citations are happening primarily in the west side.

Commissioner Andrade Vallarta supports Commissioner Brown's Comment and would like to ask if there is a follow up to the camping citations in regards to providing social services.

Mr. Minter informed the Commission when it comes to the issue of homelessness they are potentially referred to the outreach program. He also mentioned the Police Department is exploring different opportunities for bike licensing. He can ask Lieutenant Watkins to present hard data and a breakdown of the citations.

Commissioner Dorn Parker mentioned the Bikeway and Walkability Committee has asked for the Commission's support in regards to bringing up bike licensing to Council.

Mr. Minter mentioned that the Police Department is working with the legal team to provide safer e-Bike laws and regulations and will look into what appropriate actions the commission can take.

- b) **Director's Report - September 2021**
Mr. Minter presented. Ms. Villasenor provided a recap regarding the events that occurred.

11. CORRESPONDENCE None

12. ADJOURNMENT by Chair Ashendorf at 6:41pm

NEXT REGULAR MEETING: JANUARY 27, 2022 AT 6:00P.M., VIA ZOOM WEBINAR

JANUARY 27, 2022
6:00 P.M. – UNOFFICIAL MINUTES

1. **CALL TO ORDER** by Chairperson Ashendorf at 6:00pm
2. **PLEDGE OF ALLEGIANCE** by Commissioner Glabb
3. **ROLL CALL**

= Present = Absent

Commissioners

- Angely Andrade Vallarta*
- Kelly Brown
- Elizabeth Dorn Parker
- Scott Glabb
- Cassius Rutherford, Vice Chair
- Charlene Ashendorf, Chair

City Staff

- Jason Minter, Parks & Community Services Director
- Monique Villasenor, Recreation Manager
- Robert Ryan, Maintenance Services Manager
- Ashley Thomas, Recreation Supervisor
- Laura Fautua, Executive Secretary

*Commissioner Andrade Vallarta entered the meeting at 6:17pm.

4. **APPROVAL OF THE MINUTES OF THE OCTOBER 28, 2021 MEETING**

MOTION/SECOND: Commissioner Dorn-Parker made a motion to approve the minutes/Seconded by Vice Chair Rutherford.

The motion carried by the following roll call vote:

Ayes: Commissioner Brown, Commissioner Dorn-Parker, Commissioner Glabb, Vice Chair Rutherford, Chair Ashendorf

Nays: None

Absent: Commissioner Andrade Vallarta

Motion Carried: 5-0

5. **PUBLIC COMMENTS**

Bronwyn Jones: would like to have a vending machine at the Costa Mesa Skate Park and offered to provide and manage the vending machine.

6. **COMMISSIONER COMMENTS**

Vice Chair Rutherford: Would like to get the 10 people group size for park permits addressed sometime this year. Gave kudos to City staff with all the work they do for the community.

Commissioner Glabb: No comments.

Commissioner Brown: Thanked City Staff and Park Ranger Anderson for the City ride-along opportunity. Learned a lot about park management and areas that are patrolled. Noticed recent activity with Costa Mesa's Social Media accounts and has enjoyed seeing artwork and historical building information.

Commissioner Dorn Parker: Also thanked Park Ranger Anderson and Vaughn. The ride-along gave her an understanding of the parks reports, how Rangers work to ensure the parks are well used and perform outreach towards some of the members outreach to some of the

members of our community that find themselves unhoused experienced trauma or in crisis. Mentioned the Costa Mesa Historical Society put out a calendar about the historic homes from the East Side, for a \$10 donation. Explained it would be wonderful opportunity to understand the history of our City. Thanked everybody for the work they have done for the parks. Mentioned the upcoming year will be innovative due to the pandemic, thanked staff and Commissioners for the work in advance. Wants to thank the staff and all the commissioners for the work we have ahead this year.

Chair Ashendorf: The Mesa Verde Library concrete pad that was approved in October has been completed and is looking forward to seeing future activities at the library. Excited to have Art on the Fifth artist, Karen Nguyen, displaying her art until the end of March. Happy to also see a new art installation at TeWinkle Middle School, as well as, the Youth Art Gallery up and going again at City Hall. The Exhibit, at the Costa Mesa Senior Center is featuring Michael Wards is on display. Observed many park users at Fairview Park and wants to remind the public there is a Fairview Park sign that states all motorized and remote control vehicles are prohibited. Request for staff to take a look at some of the outdated signage that that is on display at Fairview Park and updating the information kiosks.

7. **CONSENT CALENDAR** – None

8. **OLD BUSINESS**

- a) Tree Removal Request – 3462 Wimbledon Update
Mr. Ryan presented to the Commission

Commissioner Andrade Vallarta entered the meeting.

Public Comment:

Mary Helen Frake-Minar: explained the background of the photos that were provided to the Commission and the excess of pine needles that drop from the tree. Would like the Commission to reconsider taking out this tree.

Commissioner Glabb inquired what the City Arborist said about the tree. Mr. Ryan responded and with the health of the tree.

Vice Chair Rutherford recommended to move forward with staff's recommendation, since the tree does not need to be removed because there is no threat and the tree is healthy.

Commissioner Dorn-Parker thanked staff for the Commission additional time to evaluate the report and allow the resident to provide more information and details. Mentioned that when walking the area, she found it to be a really great healthy tree.

Commissioner Glabb asked if the resident could hire another arborist to get a second opinion and can she file a claim with the City to have somebody come out and clean up the pine needles?

Mr. Ryan addressed the questions and mentioned that it is possible, however, it may be a onetime cleanup and would not alleviate any ongoing maintenance.

MOTION/SECOND: Chair Ashendorf made a motion to approve staff's recommendation/Seconded by Vice Chair Rutherford.

The motion carried by the following roll call vote:

Ayes: Commissioner Andrade Vallarta, Commissioner Brown, Commissioner Dorn-Parker, Vice Chair Rutherford, Chair Ashendorf

Nays: Commissioner Glabb

Absent: None

Motion Carried: 5-1

9. NEW BUSINESS

- a) Major League Baseball Annual Report
Ms. Thomas presented.

Commissioner Rutherford acknowledge the team registration numbers exceeded those posted by Irvine, Newport Beach, Fountain Valley, and even Huntington Beach.

MOTION/SECOND: Chair Ashendorf made a motion to receive and file/Seconded by Commissioner Dorn-Parker.

The motion carried by the following roll call vote:

Ayes: Commissioner Andrade Vallarta, Commissioner Brown, Commissioner Glabb, Commissioner Dorn-Parker, Vice Chair Rutherford, Chair Ashendorf

Nays: None

Absent: None

Motion Carried: 6-0

- b) Tree Removal Request – 1107 Visalia Drive
Mr. Ryan presented.

Commissioner Dorn Parker thanked Mr. Ryan for explaining the process. Informed the Commissioners, when reviewing the tree onsite, it looks healthy.

Commissioner Glabb reviewed past agenda from 2018 to 2021 and noticed there were 21 tree removal requests and 17 of those were by residents. The Commission denied all 17 resident requests. The other four requesting removal were in front of businesses and all were approved by the City and the Commission. Asked if a business takes precedence over residents for tree removal. Mr. Ryan informed the Commission, business do not take precedence over tree removals.

Vice Chair Rutherford appreciates this open and collaborative forum. Reminisced on some of the public benefits of previous tree removal, such as you the Merrimac Way project, Which resulted in a protected bike lane, so users like children can bike from Joanne Street to Merrimac Way and over to OCC. Also the removal of the dying trees at Lions park made room for a new reimaged space for the community.

No public comments.

MOTION/SECOND: Commissioner Dorner Parker made a motion to approve staff's recommendation/Seconded by Chair Ashendorf.

The motion carried by the following roll call vote:

Ayes: Commissioner Andrade Vallarta, Commissioner Brown, Commissioner Dorn-Parker, Vice Chair Rutherford, Chair Ashendorf

Nays: Commissioner Glabb

Absent: None

Motion Carried: 5-1

- c) Memorial Donation Kiernan Patrick Locke
Mr. Ryan presented and answered any questions commissioners had regarding the designs.

Public Comment:

Mat Garcia: As a resident, thinks this donation is a great idea and supports it.

Bronwyn Jones: Finds this gesture very beautiful and shows a lot of compassion for other kids and families who walk by and get to experience this tribute.

MOTION/SECOND: Chair Ashendorf made a motion to approve the memorial Donation for Kiernan Patrick Locke/Seconded by Vice Chair Rutherford.

The motion carried by the following roll call vote:

Ayes: Commissioner Andrade Vallarta, Commissioner Brown, Commissioner Dorn-Parker, Commissioner Glabb, Vice Chair Rutherford, Chair Ashendorf

Nays: None

Absent: None

Motion Carried: 6-0

10. MONTHLY REPORTS

- a) Park Ranger Report - October through December 2021
- b) Director's Report – October through December 2021
Mr. Minter presented. Ms. Villasenor provided a recap regarding the events that occurred.

11. CORRESPONDENCE

- 12. ADJOURNMENT** by Chair Ashendorf at 6:41pm.

NEXT REGULAR MEETING: FEBRUARY 24, 2022 AT 6:00P.M., VIA ZOOM WEBINAR

4.0 CRITERIA FOR PARKWAY TREE REMOVAL/REPLACEMENT

Based on guidelines established by City Council ordinance, the Public Services Director is authorized to approve or deny all tree removal requests, or may agendaize any removal request for review by the Parks and Recreation Commission.

Any removal decision made by the Public Services Director may be appealed to the Parks and Recreation Commission for review. Decisions made by the Parks and Recreation Commission are final and may not be appealed to the City Council. The Public Services Director will notify the property owner/applicant of every decision to ensure that any appealed decision will not be implemented until after the appeal is heard.

Decisions made by the Parks and Recreation Commission are valid for a period of one year. All requests for removal and specified mitigation measures approved by the Parks and Recreation Commission must be completed by the applicant within one year from the date of approval. If tree removal and/or mitigation is not completed within one year, the approval is rescinded.

Tree removal denials made by the Parks and Recreation Commission may not be reconsidered for a period of one year from the date of denial.

All property owners/applicants wishing removal of a parkway tree(s) shall complete the "Request for Tree Removal" application available from the Public Services Department. Removal requests will fall into one of three categories:

- Category 1 – Health and Safety Removals
- Category 2 – Accelerated Removals
- Category 3 – Discretionary Removals

4.0.1 Category 1 – Health and Safety Removals

Removal of a street tree at no cost to the property owner/applicant may be considered on the following basis, and in accordance with Public Services policies:

- If the tree is dead, dying, critically diseased, or damaged beyond reasonable repair.
- If the tree is causing a safety hazard (such as significant sidewalk and curb uplifting), and root pruning is determined not to be a viable option. Root pruning, sidewalk shaving, and sidewalk rerouting shall be considered as alternative options when evaluating the removal of trees that are causing safety hazards.

- If the tree presents a foreseeable risk of injury and liability to the public.

If the tree is damaging vital infrastructure (such as sewer, water, gas, electrical conduit) or other major structural damage, proof of damage must be submitted by the property owner/applicant prior to the final approval and scheduling by the Public Services Director.

4.0.2 Category 2 – Accelerated Removals

The City may remove or allow a street tree to be removed, as a “convenience” to property owners or other City departments, if the tree meets the “Accelerated Removal Criteria” and the property owner agrees to the following Criteria and Conditions:

Criteria

- a. The tree(s) is a City designated “Problem Tree Species” (Ficus microcarpa or F. retusa, F. nitida, Fraxinus uhdei, Schinus terebinthifolius, Cupaniopsis anacardioides or other tree species so designated by the Parks and Recreation Commission), or...
- b. The Director may determine to remove a tree based on the following factors and determine the individual tree to be a ‘nuisance’ and qualify for an Accelerated Removal, with all Conditions to be met in order to allow for the removal of the parkway tree:
 - Any tree, where the amount and/or nature of litter from the tree (pods, seeds, flowers, sap, etc.), is significantly greater than can be expected from a typical tree of that variety; or
 - Any tree, where impacts on surrounding public or private property improvements (i.e. hardscape, landscape, masonry structures, etc.) are significant or are potentially significant in the future; or
 - The tree is causing unreasonable impacts on the property owner where it is located.

Conditions

- a. If the sidewalk, curb and/or gutter are damaged by said property owner/applicant (final conditions shall be inspected by the City), the property owner/applicant agrees to pay for all damaged concrete within forty-five (45) calendar days after tree removal. If damage occurs, the property owner/applicant agrees to obtain all permits and provide a bond for completion, and securing a licensed contractor.

- b. If tree is to be removed by City, City staff will prepare a cost estimate for removal based on established contract prices. The property owner/applicant agrees to pay for the service by check or cash. If tree is to be removed by property owner/applicant, the City will require an approved licensed, bonded and insured contractor to remove the tree and stump. Date of removal shall be approved by the Public Services Department.
- c. The property owner/applicant agrees to pay the Public Services Department for tree replacement costs based upon the adopted City Council 3:1 tree replacement ratio. For every one mature tree removed, three (3) new trees consisting of one (1) 24" box tree and two (2) 15-gallon trees shall be planted, with tree locations to be determined by the Public Services Department. Property owner/applicant agrees that the Public Services Department will select the tree species and determine minimum acceptable tree species height, trunk caliper, and crown development criteria.

4.0.3 Category 3 – Discretionary Removals

Requests for removal of City-owned trees in parks, parkways, or rights-of-way not covered under Category 1 or Category 2 shall be agendaized for review and determination by the Parks and Recreation Commission.

Final determination by the Parks and Recreation Commission will be based on information provided by the property owner/applicant as well as the following:

- 1) Is the request from City staff, commercial applicant, or residential property owner/tenant?
- 2) Are there alternatives to removal which have not been considered?
- 3) Who will bear the financial responsibility for removal/transplanting/replacement?
- 4) Is transplanting a viable option from the standpoint of tree survivability?
- 5) Is "in-kind" replacement or 3:1 replacement (1-24" box, plus 2-15 gallon) more appropriate?
- 6) What are the aesthetic impacts to the neighborhood or to existing planting themes?
- 7) Does the removal pose any adverse impacts to adjacent property owners?



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 23-1074

Meeting Date: 2/9/2023

TITLE:

PARK RANGER REPORT

DEPARTMENT:

POLICE DEPARTMENT

City of Costa Mesa Police Department

Memorandum



DATE: February 1st, 2023

TO: Lieutenant J. Chamness

FROM: Park Ranger Jeff Vaughn

RE: **PARKS AND COMMUNITY SERVICES COMMISSION
MONTHLY REPORT January 2023**

<u>INCIDENT</u>	<u>TOTALS</u>
• Alcohol Violations	0
• Smoking Violations	0
• Camping Violations	10
• Off trail Violations	9
• Leash Law Violations	0
• Parking Cites	32
• Miscellaneous Code Violations	5
• Reports	5
• Park Disturbance Calls	9
• Picnic Permit Checks	0
• City Assist Calls	9
• Foot Patrol Checks	46
• Bike Patrol Checks	0
• Vehicle Checks	251

CITY OF COSTA MESA
Park Ranger Unit
Enforcement Summary

Talbert Park **15 Citations Issued & 1 report**

1298 and 1299 Victoria St. 6 citations CMMC 11-304(a)(3)
8 citations OCCO 2-5-46(a)
1 citation CMMC 12-20(a)(5)
1 found property report

Arlington Park **1 report**

970 Arlington Ave 1 burglary report RA459C

Fairview Park **1 Citation Issued**

2501 Placentia Ave 1 citation CMMC 12-18(a)

COSTA MESA MUNICIPAL CODE (CMMC)

3-112	Leash Law
4-3	Bike license required
4-36(a)	Bicycle not parked within bicycle rack
8-83(d)	Scavenging trash
8-133(b)	Smoking prohibited in parks
9-1	Business license required
9-114	Permit required for certain business
9-191(a)	Vending pushcarts prohibited
10-194	Sleeping in a parked vehicle
11-3	Drinking in public
11-4(a)	Urinating/ defecating in public
11-304(a)	Unlawful camping
11-306(a)	Storage of personal property in public places
12-18 (a)	Signs and notices to be obeyed
12-20(a) (4)	Possession or firing of fireworks in park
12-20(a) (5)	Hold illegal fire
12-20(a) (7)	Climb on building, facility
12-20(a) (9)	Damage, deface... plants, trees, shrubs... in park
12-20(a) (10)	Deface park property
12-20(a) (16)	Operate remote controlled ground based vehicle
12-20(a) (19)	Fishing in city park prohibited
12-23	Presence in parks after dark
12-24	Riding animals, Operating Vehicles
12-26	Stopping, parking vehicles between dusk and 0500 hours
12-32	Performing labor in parks prohibited
12-42(b)	Dog off leash
12-43	Dogs excluded from children's playgrounds
12-51	Rubbish to be put into receptacles
12-53(a)	Permits needed for groups of 10 or more persons
12-57(b)	Safety equipment required at Skate Park
12-65(a)	Model aircraft may not be flown higher than 400 feet
2-5-46(a)	Off Trail in County Park. OCCO (Orange County Code)
2-5-37	Firearms, BB guns, fireworks, or any other weapon prohibited.

Business and Professions, Health & Safety, Penal Codes & Vehicle Codes

B&P 25608	Possession of alcohol on school grounds
B&P 25620(a)	Open alcoholic beverage
B&P 25662(a)	Minor in possession of alcohol
B&P 22435.2(b)	Misuse of shopping cart
H&S 11357(b)	Possession of marijuana less than 1 oz.
H&S 11364(a)	Possession of drug paraphernalia
H&S 11377(a)	Possession of controlled substance
PC 308(b)	Minor in possession of a tobacco product
PC 148(a)	Resist /delay/obstruct a law enforcement officer
CVC 21211(a)	No stopping, standing, sitting, loitering, or impeding bicycle traffic.
CVC 21211(b)	No parking or placing any object on a class one bikeway.



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 23-1075

Meeting Date: 2/9/2023

TITLE:

DIRECTOR'S REPORT

DEPARTMENT:

PARKS AND COMMUNITY SERVICES



PARKS & COMMUNITY SERVICES COMMISSION REPORT

MEETING DATE: February 9, 2023

ITEM NUMBER: MR – 2.1

SUBJECT: DIRECTOR’S REPORT FOR JANUARY 2023

DATE: FEBRUARY 3, 2023

FROM: JASON MINTER, PARKS & COMMUNITY SERVICES DIRECTOR

FOR FURTHER INFORMATION CONTACT: (714) 754 - 5065

❖ **Animal Care Services**

	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.
Impounded animals	47	64	92	36	60	49	47	33
Returned to owner	17	6	20	7	9	6	11	3
Transferred to adoption center	28	40	39	48	28	27	34	26
Adopted	17	35	25	31	30	4	39	7
Animal License Issued/Renewed	295	292	247	245	244	195	201	249

❖ **Arts in Costa Mesa**

• **Art Crawl Experience**

- An Art Crawl experience is set for March 11, 2023 (2pm-8pm), celebrating Women’s History month. Participants will be shuttled to three locations, including two Costa Mesa artist’s studios, Gabrielle McLean and Kate Ryan, with a final stop at the Orange County Museum of Art. The event is free and a registration process will be available online in about two weeks.

• **Arts Grants**

- New Arts Grant Guidelines were presented to the Arts Commission for review on February 2, 2023. An online application will be posted on the website by the end of February.

• **Exhibit Spaces**

- Marion Vail, the artist who is currently exhibiting her artwork at the Senior Center, will be hosting a collage workshop at the Senior Center on February 16, 2023.
- The Youth Art Gallery has artwork from TeWinkle Middle School, Costa Mesa Middle School and Corona Del Mar Middle School in the lobby and conference room on the first floor of City Hall.

• **Utility Art Box Program**

- Nine (9) new boxes brought to the Arts Commission on February 2, 2023 of which six are sponsorship boxes (vinyl wraps in process):

#	Artwork By:	Box #	Location
1	Melody Avena*	29	Wilson St. and Harbor Blvd.
2	Melody Avena*	30	Fair Dr.
3	Kevin Holder**	120	Fairview Rd. & Monitor Way
4	Christopher Yageraman**	97	Fairview Rd. & Adams Ave.
5	Alicia Triche**	25	Fairview Rd. & Arlington Dr.
6	Chauncey Bayes**	26	Fairview Rd. & Merrimac Way
7	Ryan Nichols	65	Santa Isabel Ave. & Newport Blvd.
8	David Levy	17	Harbor Blvd. & Baker St.
9	Craig Barker	124	Adams Ave. & Mesa Verde Dr. East

*Graphic Designer Orange County Fair

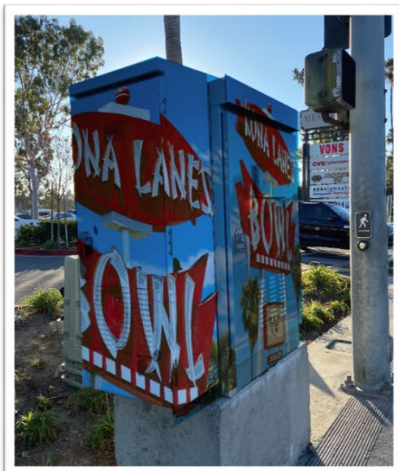
**Graphic Designer student at Orange Coast College

- Three (3) completed vinyl wraps in the last two weeks:

1. Michael Ward

2. Ronald Chee

3. Ana Cadwell



❖ **Community Gardens**

Garden Location	Parcel Quantity	Parcels Rented	Waitlisted
Del Mar	57	57	84
Hamilton	42	42	35

❖ **Contract Classes**

	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.
Youth & Adult Totals:	494	439	170	183	233	157	84	205

❖ **Costa Mesa Senior Center**

- The monthly newsletter is mailed out to over 2,085 members each month
- On January 12, the Senior Center hosted a reception for artist Marion Vail. Marion’s artwork will be on display on the Senior Center’s second floor and staircase. Seniors enjoyed refreshments and meeting with Marion to learn about her style of art.

Senior Programs	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.
Meals on Wheels OC - Meals	5,401	5,000	5,918	4,053	4,317	4,335	3,091	2,450
Meals on Wheels OC - Seniors	1,578	1,578	1,721	1,351	1,439	1,425	1,287	1,085
Second Harvest Grocery Boxes	280	280	85	170	170	110	141	110
Wellness Calls	1,249	1,249	1,001	1,017	1,213	1,155	1,168	1,066
Transportation Program Trips	746	746	862	745	941	830	727	553

❖ **Downtown Recreation Center**

Gym Programs	Pickleball	Youth Open Gym	Basketball	Volleyball
Participants	145	81	21	55
Visits	475	171	25	89

❖ **Downtown Aquatic Center**

2022 Aquatics Programs	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.
Adult Lap Swim Participants	94	108	121	113	69	71	112	81
Total Lap Swim Visits	254	381	520	353	402	216	249	341
Instructional Class Participants	70	168	255	50	71	0	0	0
Instructional Class Attendance	566	568	469	298	235	0	0	0
Swimming Lesson Spectators	816	1,107	1,051	372	215	0	0	0

❖ **Contract Classes**

	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.
Youth & Adult Totals:	494	439	170	183	233	157	84	205

❖ **Facility Rentals – January**

Facility	Non-Profit	Private Resident	Private Commercial	Non-Resident Commercial
DD Library – Adams Room	1	0	0	0
BCC	0	2	0	0
DRC - Gym	2	2	0	0
NHCC	0	0	0	0

❖ **Fairview Park**

- The City hosted its “second Saturday” restoration day on Friday, January 13, due to expected rainfall on Saturday. There were over 50 members of the public in attendance to help plant natives around the Vernal Pools 5, 6, and 7. These plantings (600 in total) were a part of the larger Vernal Pool Restoration Project for the site. Huge thank you to everyone that joined in the planting fun.
- The next Second Saturday Restoration day is scheduled for Saturday, February 11. This restoration day will include non-native removals around the vernal pools.

❖ **Adult Sports**

• **Adult Sports – January**

- Adult Softball League – Operated by Major League Softball
 - Winter 2023 Season began September 12- January 26 with 90 teams and a total 989 participants enrolled.
- Adult Basketball League – Operated by City Staff
 - Winter 2022 Season began January 9 – March 22
 - Monday nights were enrolled with 8 teams and Wednesday nights were enrolled with 6 teams with a total 180 participants enrolled.
- Senior Softball League – Operated by City Staff
 - Season break during the month of January and resumes back in February

• **Fields**

Field Usage	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.
# of Organizations	61	61	61	39	45	45	45	45
Hours	78,558	3,879	6,304	33,580	36,881	31,666	8,648	7,705

❖ **Park Reservations**

January 2023			
Park Location	Permits Issued		Permits Issued
Del Mesa	2		Marina View 1
Estancia	1		TeWinkle 11
Heller	2		

❖ **Youth Programs**

• **Winter Camp Costa Mesa**

- Fee-based program from during NMUSD’s winter recess
- Held at Balearic Community Center
- Registration began on August 29, 2022

Week #	Capacity	Enrolled
1 (December 27-30)	50	50
2 (January 3-6)	50	50

• **L.E.A.P. Program**

- Fee-based program from August 22, 2022 – May 26, 2023
- Held at Balearic Community Center in 2 classrooms
- Registration began on July 20, 2022

Age (Days)	Capacity	Enrolled
4-5 year old (M/W/F)	40	30
3-4 year old (T/Th)	40	23

- **Teen Program**

- Free afterschool care for 7th - 12th grades from August 22, 2022 – June 8, 2023
- Teen Centers located at TeWinkle Middle School and Downtown Recreation Center (DRC)
- Offers shuttle transportation from Ensign Inter./Newport Harbor High School to the DRC Teen Center and Save Our Youth (SOY)

Program Location	Students
Downtown Recreation Center (DRC)	19
TeWinkle Middle School	90
Shuttle Service	Students
Downtown Recreation Center (DRC)	10
Save Our Youth (SOY)	3

- **R.O.C.K.S Afterschool Program**

- Fee-based program from August 22, 2022 – June 9, 2023
- Held at nine (9) NMUSD elementary schools
- Capacity limits and may vary per session

School Site	Capacity	Enrolled
Adams	40	37
California	60	65
College Park	40	40
Davis Magnet	80	85
Killybrooke	40	40
Paularino	40	36
Sonora	40	37
Victoria	40	43
Whittier	40	38

- **Youth Sports – Basketball**

- Free clinic-based instruction at the Downtown Recreation Center Gym
- Season: January 17 – March 18, 2023
 - Registration began November 2, 2022

Divisions / Grade level	Capacity	Enrolled
A. 6th - 8th Grade	40	25
B. 4th - 5th Grade	40	33
C. 1st - 3rd Grade	40	40

- **Youth Sports – Cheer Squad**

- Free clinic-based instruction at the Balearic Community Center
- Season: January 17 – March 18, 2023
 - Registration began November 2, 2022

Divisions / Grade level	Capacity	Enrolled
A. 6th - 8th Grade	40	5
B. 4th - 5th Grade	40	11
C. 1st - 3rd Grade	40	39

❖ **Special Event Permits**

2023 Permits	
Total Permits Issued for 2023	1
Permits Issued for December	0
Permits at City Facilities	0
Permits at Private Commercial Property	1
Pending Permits	3

❖ **Capital Project Updates**

- The Brentwood Park playground replacement project is in preliminary design. Staff are coordinating community meetings to be held at the park and at a Parks and Community Services Commission meeting.
- The Fairview Park Master Plan Update process will begin in early 2023. City Council approved a Professional Services Agreement with MIG Inc. on January 17, 2023, for the completion of the Master Plan update.
- The Jack Hammett Sports Complex field light repairs on field 1 are now complete. Improvements to the conduit connecting the three light poles was necessary to restore connectivity to the lights. Additional work was completed on the rolling gate near the roundabout
- The TeWinkle Lakes project is still in design, with the finalization of plans in progress. This included final review from staff.
- Two capital projects have been designated funding through Orange County Supervisor Katrina Foley’s Office. The projects include the expansion of the Costa Mesa Skatepark and the completion of the Café at Lion’s Park. Both projects are currently in the pre-design phase, which included the creation of the scope of work for a future design Request for Proposals (RFP).
- One capital project, the Expansion of Ketchum-Libolt Park, has been designated funding through Assemblywoman Cottie-Petrie Norris’ Office. This project is also in pre-design, with an RFP to be released in February.
- Four other sites have been designated as locations for funding provided through Senator Dave Min’s Office. These project sites include the Jack Hammett Sports Complex, TeWinkle Park, Fairview Park, and Shalimar Park. Actual project scope for each site is still under review, with public comment opportunities currently in the works.

Upcoming Events	Dates	Location
Mardi Gras (Fat Tuesday) Social	Tuesday, February 21	Costa Mesa Senior Center
Wedding Expo - FREE	Sunday, February 26	Norma Hertzog Community Center
Art Crawl	Saturday, March 11	TBA
Spring Fest	Saturday, April 8	Lion’s Park Event Lawn
Imaginology	Sat./Sun., April 15-16	OC Fairgrounds
Spring Bark Bash	Saturday, April 29	TeWinkle Park