



CITY OF COSTA MESA

PARKS AND COMMUNITY SERVICES COMMISSION

Agenda

Thursday, April 13, 2023

6:00 PM

City Council Chambers

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- 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.

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PARKS AND COMMUNITY SERVICES COMMISSION REGULAR MEETING

April 13, 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-Large - Commissioner

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

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](#)** **[23-1168](#)**

RECOMMENDATION:

Approval of the minutes of March 9, 2023, Parks & Community Services Commission meeting.

Attachments: [03-09-2023 PACS Draft Minutes](#)

NEW BUSINESS:

1. **[APPROPRIATION OF GRANT FUNDS FOR VARIOUS PARKS PROJECTS](#)** **[23-1177](#)**

RECOMMENDATION:

Staff requests Parks and Community Services Commission provide recommendation to the City Council on the appropriation of recently-awarded State grant funds to various park projects.

Attachments: [1. Grant Funds Allocation](#)

2. **[TREE REMOVAL REQUEST - 2722 SANDPIPER DRIVE](#)** **[23-1158](#)**

RECOMMENDATION:

Staff recommends that the Parks and Community Services Commission deny the request to remove the City owned tree growing in the public right-of-way in front of 2722 Sandpiper Drive.

Attachments: [1. Email Request from Applicant](#)
[2. Streetscape and Median Development Standards](#)
[3. Previous Work Orders](#)
[4. January 24, 2019 Commission meeting](#)
[5. October 28, 2021 Commission meeting](#)
[6. West Coast Arborist Work Order](#)

3. **[COMMUNITY GARDENS UPDATE](#)** **[23-1169](#)**

RECOMMENDATION:

It is the recommendation of staff that the Parks and Community Services Commission:

1. Receive and file this update on the Community Garden program and;
2. Provide feedback on additional garden plots at the Del Mar Garden location.

Attachments: [Community Gardens Update Report](#)
[1. Community Garden Bylaws](#)

4. [COMMUNITY OUTREACH](#) [23-1170](#)

RECOMMENDATION:

It is the recommendation of staff that the Parks and Services Commission provide feedback on current community outreach methods for programs, events and capital projects.

Attachments: [Community Outreach Report](#)

MONTHLY REPORTS

1. [PARK RANGER REPORT](#) [23-1171](#)

Attachments: [Park Ranger Report - March 2023](#)

2. [DIRECTOR'S REPORT](#) [23-1172](#)

Attachments: [Director's Report - March 2023](#)

ADDITIONAL COMMISSIONER MEMBER & STAFF COMMENTS

ADJOURNMENT

Next Regularly Scheduled Meeting: Thursday, May 11, 2023



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 23-1168

Meeting Date: 4/13/2023

TITLE:

MINUTES

DEPARTMENT: PARKS AND COMMUNITY SERVICES

RECOMMENDATION:

Approval of the minutes of March 9, 2023, Parks & Community Services Commission meeting.

MARCH 9, 2023
6:00 P.M. – UNOFFICIAL MINUTES

CALL TO ORDER by Chair Rutherford at 6:00pm

ROLL CALL

= Present = Absent

Commissioners

- Kelly Brown
- Cristian Garcia Arcos
- Scott Glabb
- Terry Wall
- Shayanne Wright
- Elizabeth Dorn Parker, Vice Chair
- Cassius Rutherford, Chair

City Staff

- Jason Minter, Parks & Community Services Director
- Monique Villasenor, Recreation Manager
- Robert Ryan, Maintenance Services Manager
- Laura Fautua, Executive Assistant
- Kathia Viteri, Office Specialist I

PLEDGE OF ALLEGIANCE by Commissioner Wall

PRESENTATION

1. BICYCLE AND MOTORIZED BICYCLE LICENSE UPDATE

Lt. Wadkins presented.

Commissioner Glabb inquired about electrical bike code verbiage and if an increase in theft for electrical bikes have ocured.

Chair Rutherford inquired if Orange Coast College will have a similar policy.

Commissioner Brown asked how the app navigates the bicycle information for the public.

PUBLIC COMMENTS

Tom: Enjoys utilizing the pickle ball court at Tanager Park and requests that a fence boundary be placed to complete the court element.

Commenter 2: Asked if there have been any scheduled community input meetings for Brentwood Park and the \$250,000 allocation to upgrade the playground.

Hank Castignetti (Zoom): Encouraged the public to attend public run days at Fairview Park.

COMMISSIONER COMMENTS AND SUGGESTIONS

Commissioner Wright: Thanked Councilmember Chavez for touring the parks in his District. Inquired if there have been dates decided for community input regarding Brentwood, Shalimar, and Ketchum Libolt and if there was an update pertaining the the public comment regarding the Senior Center.

Commissioner Wall: Looking forward to serving as a Commissioner and familiar with the

District appointment from Councilmember Marr, as well as, the residents in the District.

Commissioner Brown: Thanked public commenter and expressed appreciation toward patron for joining the meeting and expressing their concern about Brentwood Park. Encouraged the public and Commissioners to utilize the *MyCostaMesa* App as it is a resource to report any maintenance issues throughout the City.

Commissioner Garcia Arcos: Would like to see more efforts in educating residents regarding tree planting.

Chair Rutherford: Thanked public commenter who spoke about Brentwood Park. I appreciate you joining us tonight and sharing your concern about Brentwood Park. Highlighted the *MyCostaMesa* App to help handle City issues throughout Costa Mesa.

OLD BUSINESS

1. Minutes – 020923 Draft Minutes

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

The motion carried by the following roll call vote:

Ayes: Commissioner Brown, Commissioner Garcia Arcos, Commissioner Glabb, Commissioner Wall, Commissioner Wright, Chair Rutherford

Nays: none

Absent: Vice Chair Dorn Parker

Motion Carried: 6 – 0

2. PROPOSED CHANGES TO THE MUNICIPAL CODE SECTION TITLE 12 PARKS AND RECREATION

Mr. Minter presented.

Chair Rutherford thanked staff for initiating municipal code changes.

Commissioner Wall inquired on the parkway and easement definition.

Public Comment:

Mat Garcia: Thanked Commissioners for the opportunity to speak and supports the changes within the ordinance.

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

The motion carried by the following roll call vote:

Ayes: Commissioner Brown, Commissioner Garcia Arcos, Commissioner Glabb, Commissioner Wall, Commissioner Wright, Chair Rutherford

Nays: none

Absent: Vice Chair Dorn Parker

Motion Carried: 6 – 0

NEW BUSINESS:

1. 2022 ANNUAL REPORT FROM MAJOR LEAGUE SOFTBALL

Ms. Villasenor presented.

MONTHLY REPORTS

1. PARK RANGER REPORT - DECEMBER 2022

Mr. Minter presented.

2. DIRECTOR'S REPORT - DECEMBER 2022

Mr. Minter and Ms. Villasenor presented.

Commissioner Garcia Arcos inquired if Shalimar Park could have doggie bags as residents tend to walk their dogs as children play on the playground. Asked if there are alternative ways for residents who cannot read or speak English to receive guidance in utilizing and navigating through the *MyCostaMesa* app.

Commissioner Brown is glad to see the Art Crawl happen and would like to see Costa Mesa's social media footprint increase similar to City of Santa Ana.

Commissioners would like to see other approaches towards community outreach, as well as, Capital Improvement Projects.

Commissioner Wright gave suggestions for increasing resident's to utilize the *MyCostaMesa* app requested an update regarding the marketing blitz for the staff hiring initiative.

Chair Rutherford inquired on the status of the Open Space Master Plan and recreational programs, fly field and the review of the community gardens.

ADDITIONAL COMMISSIONER MEMBER & STAFF COMMENTS

ADJOURNMENT by Chair Rutherford at 7:41pm

NEXT REGULAR ARTS COMMISSION MEETING: THURSDAY, April 13, 2023 at 6:00 P.M.



CITY OF COSTA MESA

77 Fair Drive
Costa Mesa, CA 92626

Agenda Report

File #: 23-1177

Meeting Date: 4/13/2023

TITLE:

APPROPRIATION OF GRANT FUNDS FOR VARIOUS PARK PROJECTS

DEPARTMENT: PUBLIC WORKS DEPARTMENT

PARKS AND COMMUNITY SERVICES DEPARTMENT

PRESENTED BY: RAJA SETHURAMAN, PUBLIC WORKS DIRECTOR

JASON MINTER, PARKS AND COMMUNITY SERVICES DIRECTOR

CONTACT INFORMATION: RAJA SETHURAMAN, PUBLIC WORKS DIRECTOR, (714) 754-5343

RECOMMENDATION:

Staff requests Parks and Community Services Commission provide recommendation to the City Council on the appropriation of recently-awarded State grant funds to various park projects.

BACKGROUND:

The annual budget of the City of Costa Mesa includes a Capital Improvement Program (CIP) focused on capital projects throughout the City. These projects represent all departments and are funded from a variety of sources. The City Council considers input from the Commissions, Committees and community while approving projects on an annual basis.

Recently, State Senator David Min, representing the 37th District that includes the City of Costa Mesa, secured an appropriation of \$10 million for park improvements in the 2022-23 California state budget. The appropriation identified four sites consisting of the Jack Hammett Sports Complex, TeWinkle Park and Athletic Complex, Fairview Park, and Shalimar Park. Per Senator Min's office "the funding allows for Citywide overhaul of key projects aimed at improving access to open space and recreation amenities throughout Costa Mesa, including the expansion of Shalimar Park, which serves disadvantaged neighborhoods lacking open space."

While the \$10 million in funding provided by the State is not itemized by site or potential projects in detail, the funding is restricted for projects at these four park sites only, and must include a few key projects on which the City and Senator Min agree are consistent with his legislative priority to fund projects that support environmental sustainability. These projects include the following:

- Athletic Field Lighting Upgrade to LED - Replace current sports field lighting at the Jack Hammett Sports Complex and the TeWinkle Athletic Complex with LED lighting, to increase total playable hours for physical fitness, recreational and competitive sports. (Tennis Center lighting)

- Funding will be utilized towards the Fairview Park Bluff Stabilization and Restoration, and the Fairview Park Mesa Restoration - The Bluff Stabilization and Restoration project includes stabilization and restoration of Fairview Park's westerly bluff slopes, which exhibit signs of progressive slope deterioration, erosion, and habitat disturbance. The Mesa Restoration project would include the removal of previously deposited fill materials and debris on the mesa, placement of an appropriate cap for the cultural resources site, and restoration of the native grassland and coastal sage scrub plant communities on the Fairview Park Mesa.
- Improvements to Shalimar Park - Includes a park expansion and/or rehabilitation of the entire park. These improvements are critical to the west side of the City given the current lack of open space.

As these projects are still in the very preliminary stages, it is not yet known how much these projects will cost, and how much will be remaining to fund additional projects at these sites, if any. However, it is important to note that at a minimum, the final application submitted to the State after City Council deliberations and public input must include these projects.

Additionally, State Assemblymember Cottie Petrie-Norris, representing the 74th District that includes the City of Costa Mesa, secured an appropriation of \$1.2 million for upgrades to Ketchum-Libolt Park for park expansion and recreation amenities. This will provide for significant expansion to the existing park space that will benefit adjacent neighborhoods.

The California Department of Parks and Recreation (CDPR) administers these allocations that were funded by the Budget Act of 2022 through the Local Assistance Specified grant program.

The City Council at its meeting on December 6, 2022, approved a resolution authorizing the preparation of formal application for projects for the above grants. CDPR will conduct a review of the submitted applications including Scope of Work, and following its acceptance, release funding to the City.

In addition, Orange County Supervisor Katrina Foley contacted the City regarding the availability of American Rescue Plan Act (ARPA) funding that may be allocated for City projects. Staff developed a list of several projects for potential funding and submitted them to the Office of Supervisor Foley for consideration. The Office of Supervisor Foley selected Lions Park Café project in the amount of \$1.2 million and Costa Mesa Skate Park Expansion in the amount of \$2 million for this funding. The City Council at their meeting of December 6, 2022, approved these projects for funding and authorized the City Manager to execute necessary agreements.

Attachment 1 provides a summary of the above grants. The state-funded grant projects have a recommended completion date of December 31, 2025, with the project completion packets due to the Office of Grants and Local Services (OGALS) no later than January 31, 2026. The ARPA-funded grant project from the County has an expenditure deadline of December 2026.

While there are three grant funding sources for various projects, the grants awarded through Assemblymember Petrie-Norris and County Supervisor Foley are very specific in terms of project scope and allocation amounts. These are listed below:

- Assemblymember Petrie-Norris
 - \$1.2 million for expansion of Ketchum-Libolt Park
- Supervisor Foley
 - \$1.2 million for Lions Park Café
 - \$2.0 million for Costa Mesa Skate Park Expansion.

The grant awarded through Senator Min's office in the amount of \$10 million is restricted by locations, but has some leeway in the funding allocations for individual sites and flexibility in considering additional improvements at the four approved locations. The locations and minimum improvements that need to be included are:

- Jack Hammett Sports Complex - LED upgrades to existing sports field lighting;
- TeWinkle Athletic Complex - LED upgrades to existing sports field lighting;
- Shalimar Park - Improvements/upgrade of existing park area; and
- Fairview Park - Bluff Stabilization and Restoration, and Mesa Restoration.

The LED upgrades to Jack Hammett Sports Complex and TeWinkle Athletic Complex are estimated to be up to \$1.75 million. The improvements to the existing Shalimar Park without any expansion is estimated to be approximately \$1 million. The restoration of Fairview Park Mesa and Bluffs are major projects. The City's Five-Year Capital Improvement Program (CIP) identifies a preliminary need for over \$8 million for these projects. The actual cost for restoration of the entire Mesa and Bluffs could be significantly higher.

ANALYSIS:

Staff presented a report on Parks grant funds to the City Council at their Study Session on March 14, 2023. As part of this report, staff proposed the following additional projects for allocation of grant funds for discussion:

- Fairview Park Pump Station and Wetlands Recirculation System Improvements - This project will evaluate and implement improvements to the Fairview Park pump station and wetlands system intended to ensure reliable water supply to the wetland pond complex. Design elements to be incorporated include recirculation components to enhance water flow through the wetland pond complex, aeration systems, and monitoring and communications equipment to enable remote operation of the diversion system and water supply facilities.
- TeWinkle Amphitheater improvements - One of the lesser known amenities at TeWinkle Park is the Amphitheater. Improvements needed at this location include new concrete, seating, lighting, performance equipment hookups and signage.
- Enhanced signage at TeWinkle Park - The signage throughout the park will be upgraded to add wayfinding and education.

- Tennis Center Improvements - Improvements that are needed at this facility include restroom, club house, shade structure and concrete surface renovations.
- Bark Park Turf Improvements - The project will renovate the Bark Park with new turf and other amenities.
- TeWinkle Lakes Renovation - The lakes are a major feature of TeWinkle Park. However, the lakes are in disrepair with significant daily loss of water. The Lakes Improvement project is currently in design and will renovate the lakes with improved and well-defined shoreline, new lining of lakes, ozone treatment of water and landscaping.
- Baseball field drainage and batting cage improvements - TeWinkle Park baseball fields have ongoing drainage issues due to underlying soil conditions. The project will address these concerns as well as provide additional amenities.
- TeWinkle Tennis Center and Bark Park LED Lighting - Improvements to convert existing lighting to LED. This will improve reliability and reduce maintenance and operation costs.
- Pickleball Courts at TeWinkle Park - This project involves adding pickleball courts adjacent to the Costa Mesa Tennis Center.

Preliminary City Council Recommendations: The City Council at their meeting on March 14, 2023, recognized that majority of \$10 million in grant funds through Senator Min would be allocated for LED upgrades at TeWinkle Athletic Fields and Jack Hammett Sports Complex, Fairview Park restoration efforts and Shalimar Park improvements. While there may be some funds available, the City Council recognized the need to limit the number of projects to ensure higher quality investments on fewer projects, and to allow for potential cost increases. If additional funding is available, the following projects were identified as priority by majority of City Council:

- TeWinkle Athletic Complex drainage and other improvements;
- TeWinkle Lakes Improvements; and
- Tennis Center and Bark Park LED upgrades.

Staff requests input from the community and the PACS Commission on potential projects for allocation of grant funds, considering the funding limitations as well as obligations. The recommendations from the PACS Commission will be considered by the City Council while providing final direction on the funding applications that will be submitted to the State.

ALTERNATIVES:

There are no alternatives suggested for this item.

FISCAL REVIEW:

The Public Works Department will return to the City Council to approve and adopt the proposed capital improvement project and include relevant information of the scope, budget, and timeline for each project, including ongoing maintenance costs, if any.

LEGAL REVIEW:

The City Attorney's Office has reviewed this agenda report and approves it as to form.

CONCLUSION:

Staff requests Parks and Community Services Commission recommendation to the City Council on the appropriation of recently-awarded State grant funds to various park projects.

		ATTACHMENT 1
NEW STATE AND COUNTY GRANT FUNDS		
Assemblywoman Cottie Petrie Norris		
	Ketchum-Libolt Park Expansion	\$1,200,000
Supervisor Katrina Foley		
	Lions Park Café	\$1,200,000
	Skate Park Expansion	\$2,000,000
	Subtotal	\$3,200,000
Senator Dave Min		
	Jack Hammett Sports Field LED Lighting	
	Tewinkle Park and Athletic Complex Sports Field Lighting	
	Shalimar Park	
	Fairview Park	
	Subtotal	\$10,000,000
GRAND TOTAL (STATE AND COUNTY GRANT FUNDS)		\$14,400,000
Notes:		
1	State grant funds from Senator Min and Assemblywoman Cottie Petrie-Norris have completion deadline of December 31, 2025.	
2	County-ARPA funding from Supervisor Foley has an expenditure deadline of December 2026.	



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 23-1158

Meeting Date: 4/13/2023

TITLE:

TREE REMOVAL REQUEST - 2722 SANDPIPER DRIVE

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 the City owned tree growing in the public right-of-way in front of 2722 Sandpiper Drive.

BACKGROUND:

The Maintenance Services Division received an e-mail from the applicant on March 13, 2023 requesting the removal of the tree growing in the City right-of-way at 2722 Sandpiper Drive (Attachment 1). The applicant states that the winds blow pine needles, flowers and the greenish-yellow pollen onto several areas of this property, which he claims, causes an excessive burden to clean. The applicant also stated that he has allergies and his wife has asthma, which requires both of them to utilize medication. The resident believes that the tree can be removed under Section 4.0.2. Accelerated Removals in the Streetscape and Median Development Standards (Attachment 2).

The City Arborist evaluated the tree and the surrounding area and determined that there was no justification for the removal of the tree at staff level. The Public Works Director reviewed the request from the applicant and agreed with the determination from the City Arborist that it did not meet the criteria for Accelerated Removal. The applicant was informed of the findings and requested that the removal be placed on the agenda for consideration by the Parks and Community Services Commission.

A search of the City's Maintenance Services internal work order system identified four (4) previous work orders (Attachment 3):

- On October 16, 2017, a resident requested that pine trees at 2722, 2725 and 2729 be trimmed. The City Arborist evaluated the three (3) trees and determined that the tree at 2729 Sandpiper was the only tree that needed trimming at that time.

- On April 3, 2018, a resident requested tree trimming. The City Arborist evaluated the tree for trimming. The tree was trimmed on June 7, 2018.
- On September 24, 2018, a resident requested additional tree trimming. The City Arborist evaluated the tree. Additional trimming was performed on December 10, 2018.
- On October 14, 2021, a resident reported that the roots from the city tree have lifted the asphalt in the street on October 6, 2021. City staff responded on October 13, 2021 and performed a dig-out to repair the affected area.

The request for removal has been presented to the Commission on two (2) prior occasions:

- The tree removal request was presented to the Parks and Recreation Commission on January 24, 2019. The Commission denied the tree removal request by a vote of 5-0 (Attachment 4).
- The tree removal request was presented to the Parks and Recreation Commission on October 28, 2021. The Commission denied the tree removal request by a vote of 5-1 (Attachment 5).

ANALYSIS:

The tree is a Canary Island Pine Tree (*Pinus canariensis*). The tree is approximately forty-five feet (45') to sixty feet (60') in height with a trunk diameter of twenty-six (26") inches. The City Arborist noted areas of epicormics growth on the tree as well as some evidence of past limb failure. However, overall, the tree is healthy and in good condition. The tree was last trimmed by West Coast Arborists on December 10, 2018 (Attachment 6).

The amount of pine needle drop beneath the tree and surrounding area appeared to be normal. There was no obvious signs of sap on the sidewalk or asphalt beneath the tree at time of inspection. The shedding of pine needles and sap drop are both natural occurrences for this type of tree and recent winds and rain have caused a significant amount of tree debris.

There were several lifts in the sidewalk beneath the tree. Sidewalk grinds have been performed in the past on several panels in front of the residence. The repairs are holding; and do not appear to be creating a significant exposure to liability for the City at this time. Additionally, there was some damage to the asphalt beneath the tree. City staff performed a localized dig out on October 13, 2021 in order to repair this issue.

The Pine tree that is requested to be removed is not dead, diseased or dying and does not appear to be causing a significant exposure to liability for the City. The pine cone productions, sap and pine needle drop appear to be normal for this type of tree.

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.

The applicant is requesting the removal of the tree as a Category 3 - Discretionary Removals. The applicant has been notified of the Parks and Community Services Commission meeting and has been sent a copy of this staff report.

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, removal cost for the tree would be \$795.60 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 \$1,336.20

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 in the public right-of-way in front of 2722 Sandpiper Drive. The tree is in good condition and has been maintained on a regular schedule. The sap and tree litter are not unusual for this type of tree. There are no existing concerns regarding liability or infrastructure. The tree does not meet the criteria required for staff approval. Therefore, staff recommends that the Commission deny the request to remove the tree.



2722 Sandpiper Drive, Costa Mesa, CA 92626

1. Our single-story house is dwarfed by the city's pine tree in our parkway, and is roughly 4 times as high as the house, and only 8 steps from the house. The tree is approx. 80 feet high and 40 feet across.
2. Offshore winds blow into and through the tree, directly at the house. Winds blow dirt and filth, pine needles, pods, greenish yellow pollen, regularly onto several areas of my property:
 - a. **Front yard** – Including the grass, planters, patio and driveway. The doors, screens and windows and mail box are part of the front yard and often covered in greenish yellow pollen. Drains and rain gutters are often clogged with the small flowers, all requiring me to clean them out. Parking a car in front of my own house always leads to sap on the cars.
 - b. **Court yard** – Inside the gray doors, an area leading to the front doors of my home. Winds easily blow the dirt and filth, needles, pods and pollen into the courtyard area, because there is an opening in the roof over the courtyard.

c. **Back yard & Side yard** – Yes, this tree is so big that winds easily blow the pine needles and pods over the house into the back yard, and side yard behind the gate.

d.

3. **Summary:** I don't like living with the dirt and filth, and I don't like cleaning up all the crap that this City owned tree continually dumps all over my property. It's too much of a physical and health burden for this to continue. My wife has asthma, and I have allergies and both of us use steroid inhalers. This doesn't need to continue. It has become a quality-of-life issue and I am asking that the tree be removed by the City.

My wife and I have lived in this house since June 2018. We like the location because our 3 children and 7 grandchildren live nearby. I will be installing artificial grass in the front yard but not until the City's pine tree is removed.

4. Please review with me the City of Costa Mesa Criteria for Tree Removal:

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:

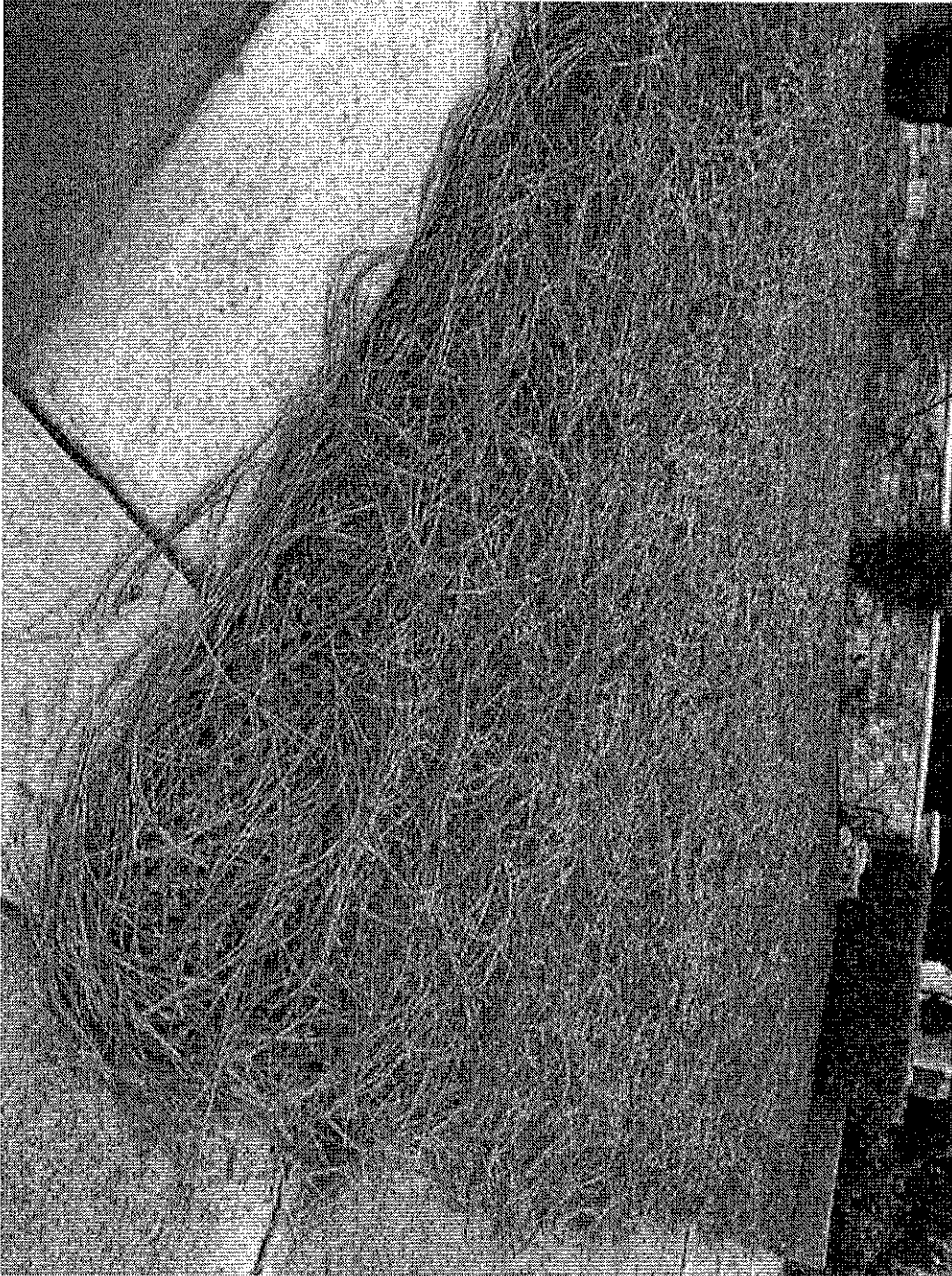
b. The Director may determine to remove a tree based on the following factors and determine the individual tree to be a nuisance and qualify for an Accelerated Removal, with all Conditions to be met in order to allow for the removal of the parkway tree:

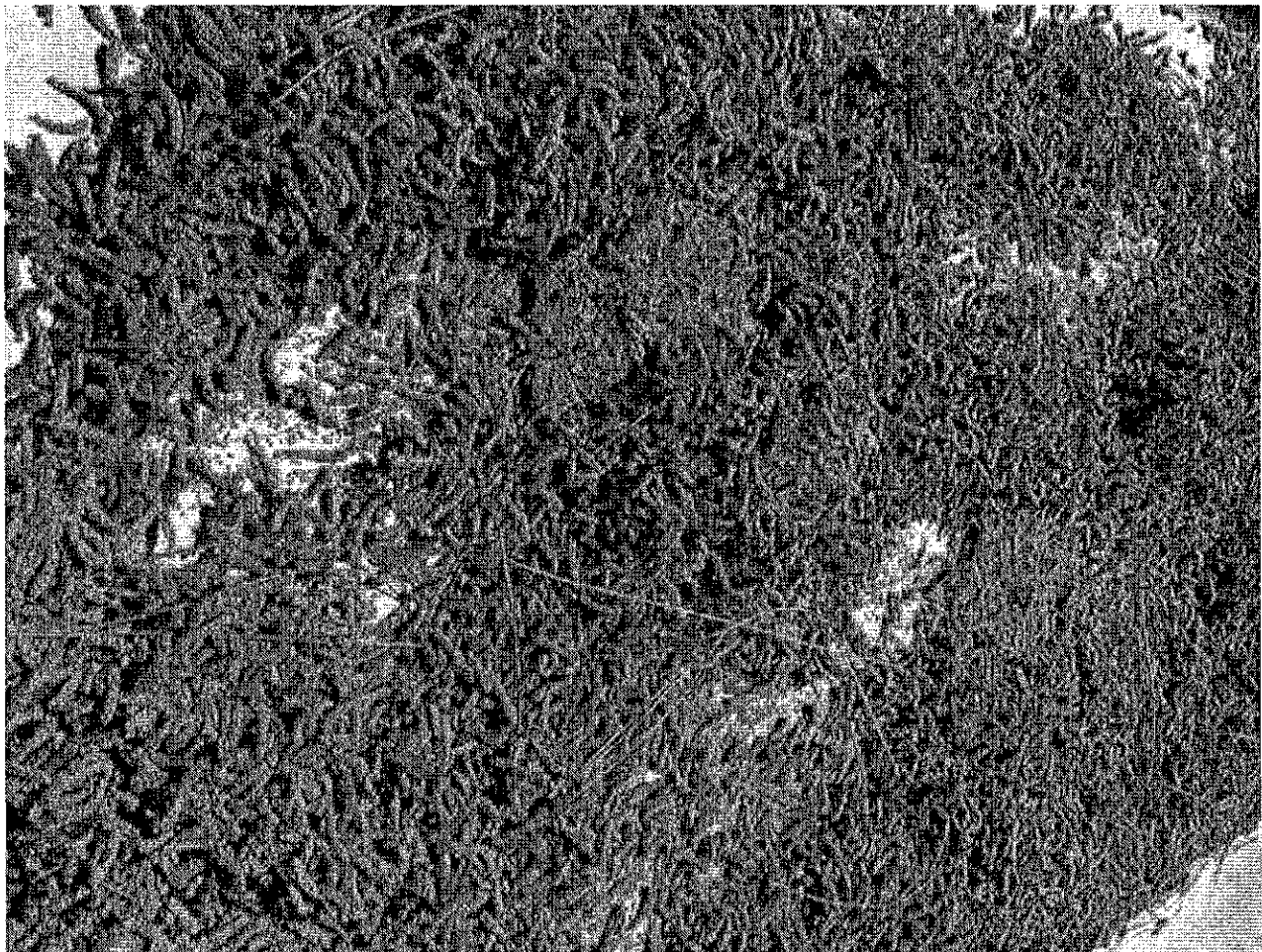
- Any tree, where the amount and/or nature of litter from the tree (pods, seeds, flowers, sap, etc.) is significantly greater than can be expected from a typical tree of that variety; or
- Any tree, where impacts on surrounding public or private property improvements (i.e. hardscape, landscape, masonry structures, etc.) are significant or potentially significant in the future; or
- The tree is causing unreasonable impacts on the property owner where it is located.

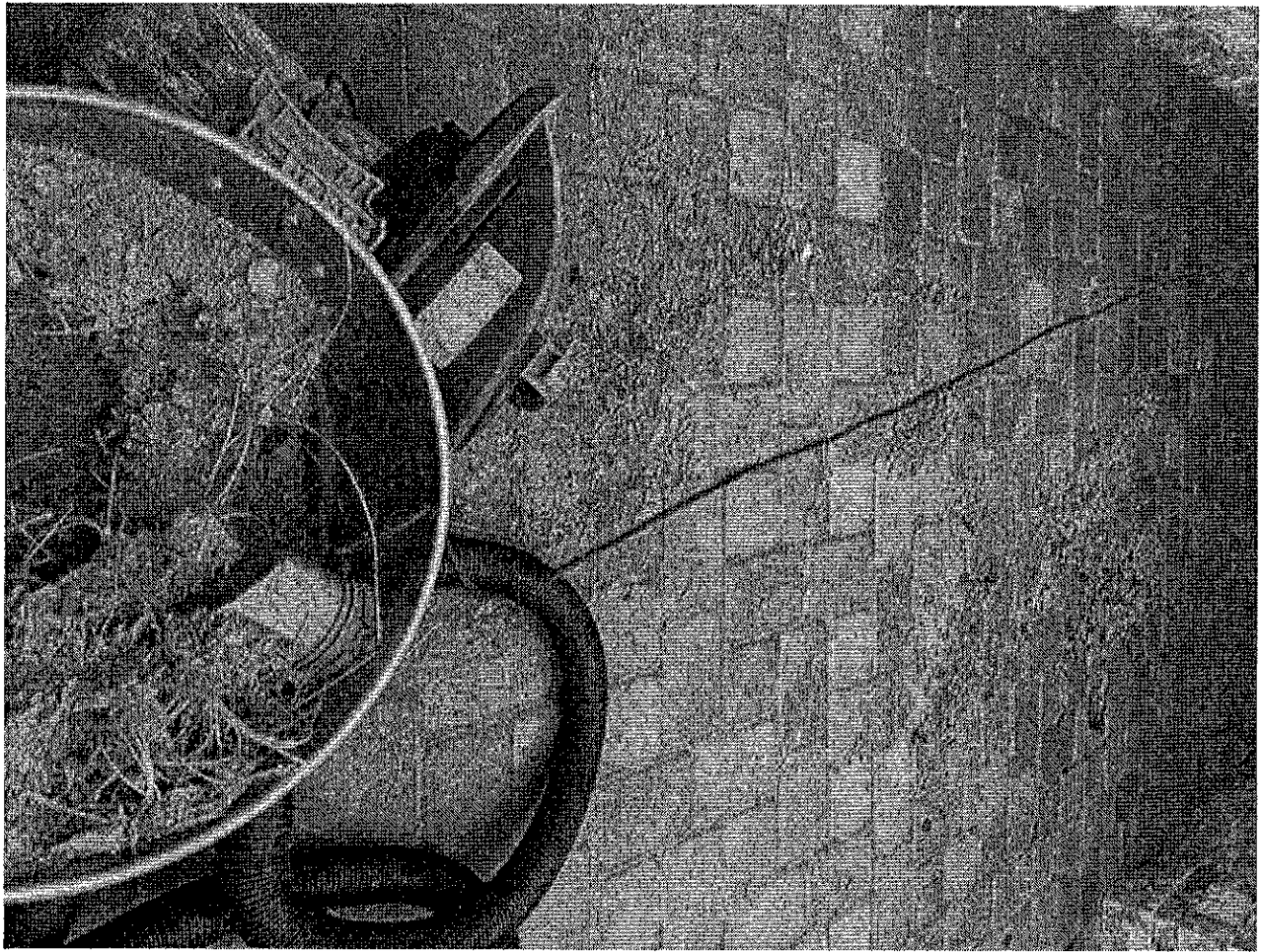
Conditions

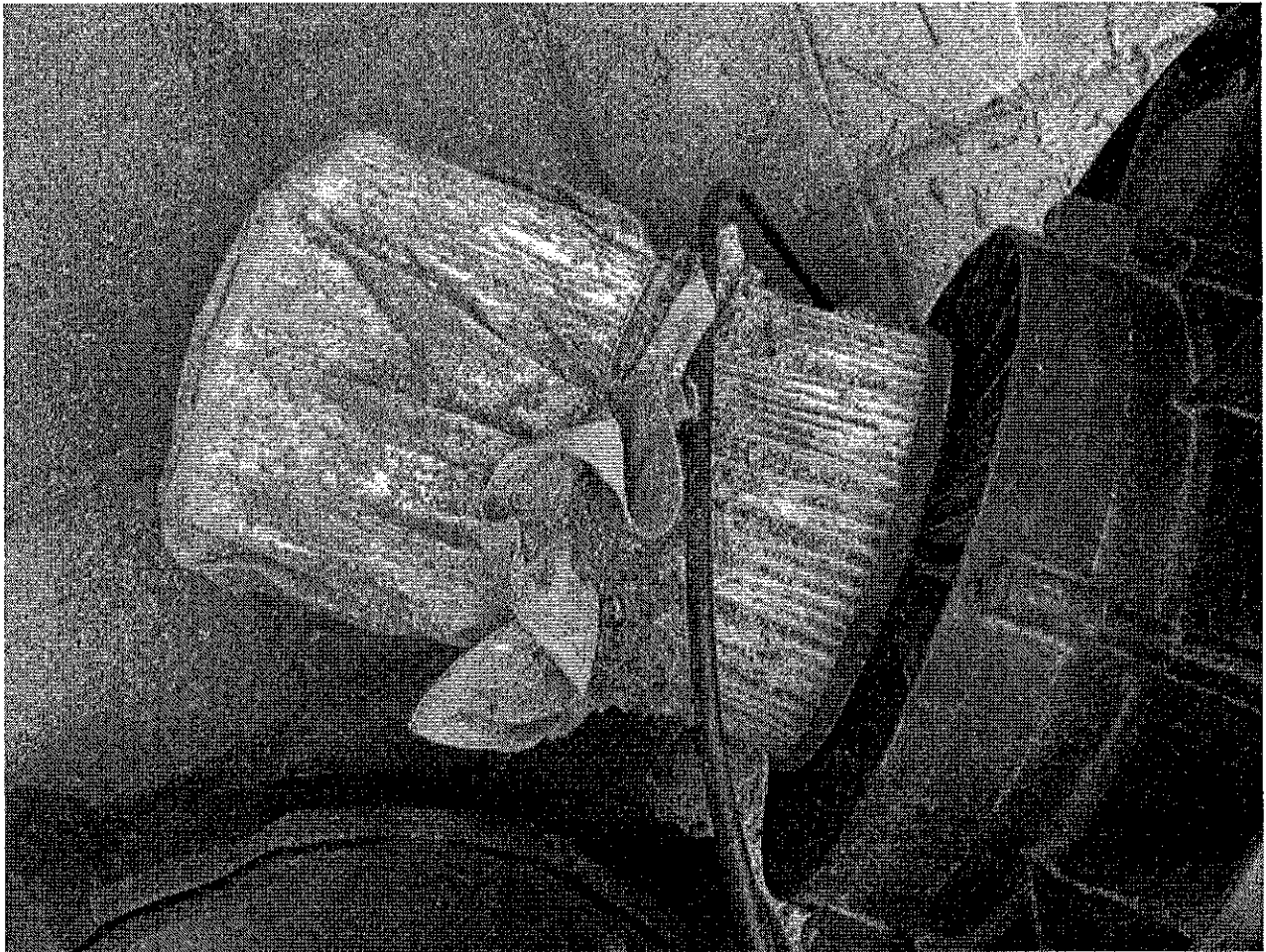
- a. If the sidewalk, curb and/or gutter are damaged by said property owner/applicant (final conditions shall be inspected by the City), the property owner/applicant agrees to pay for all damaged concrete within forty-five (45) calendar days after tree removal. If damage occurs, the property owner/applicant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

I agree to all conditions. *Bruce A. Green* March 13, 2023

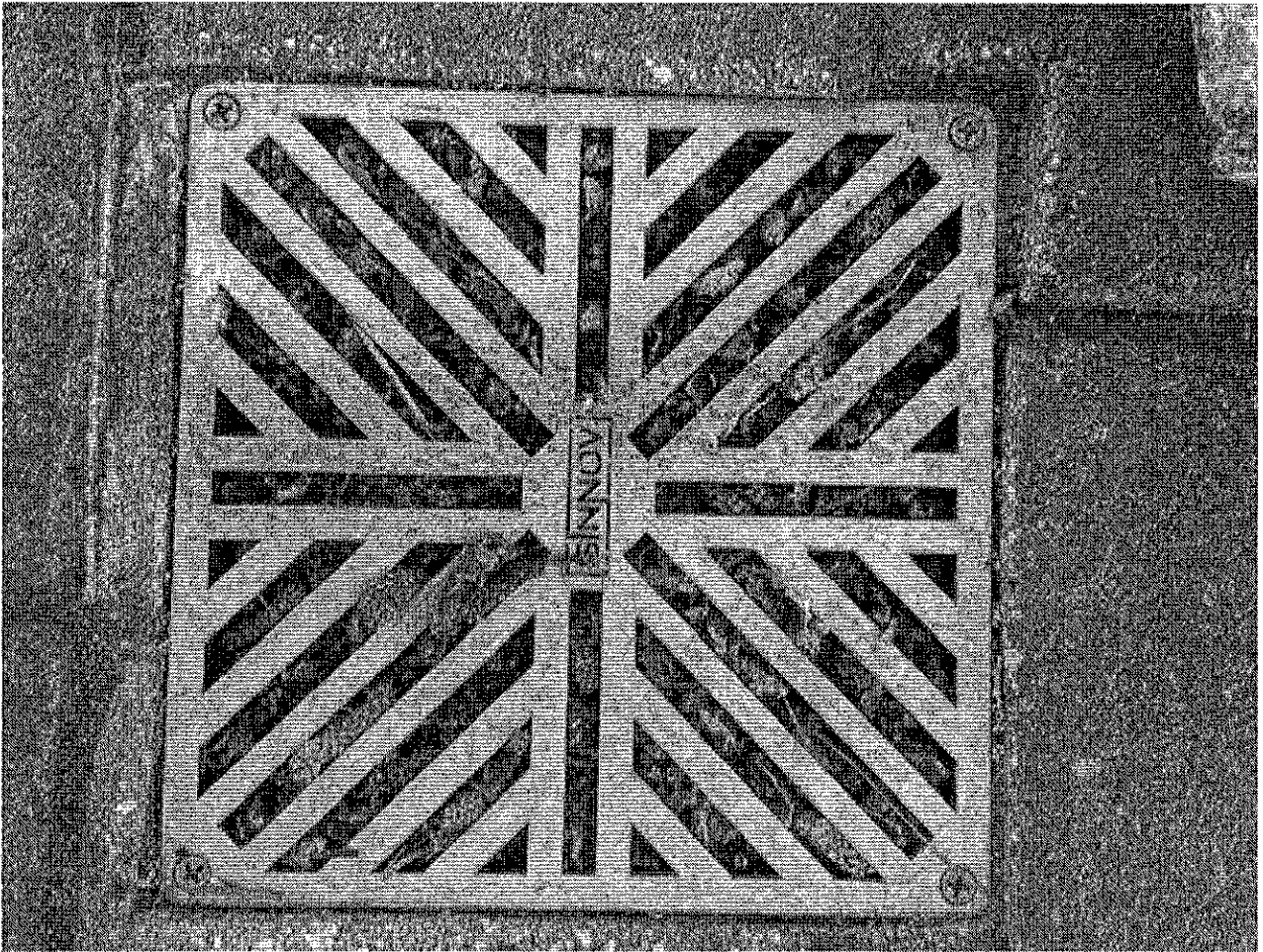


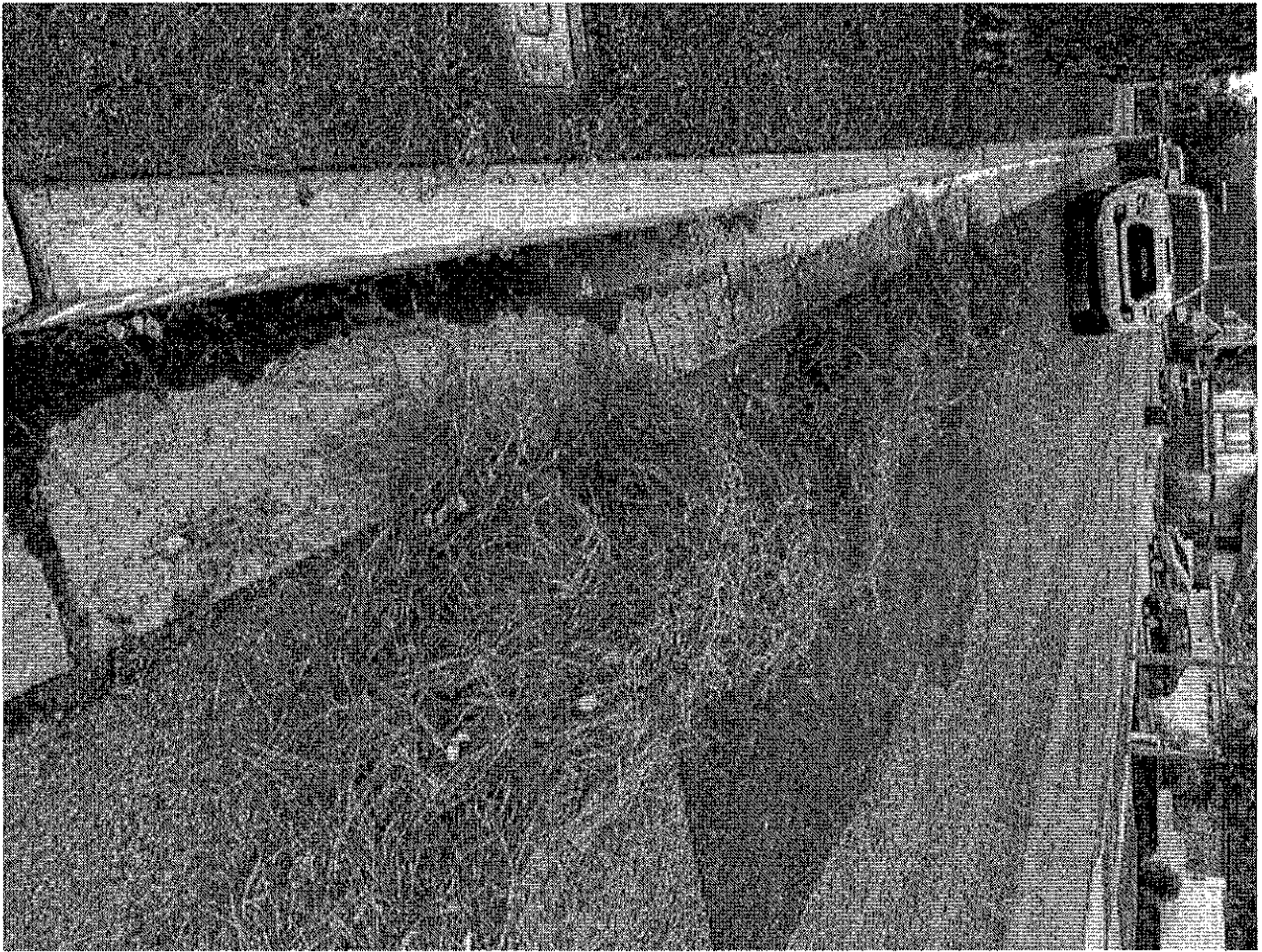


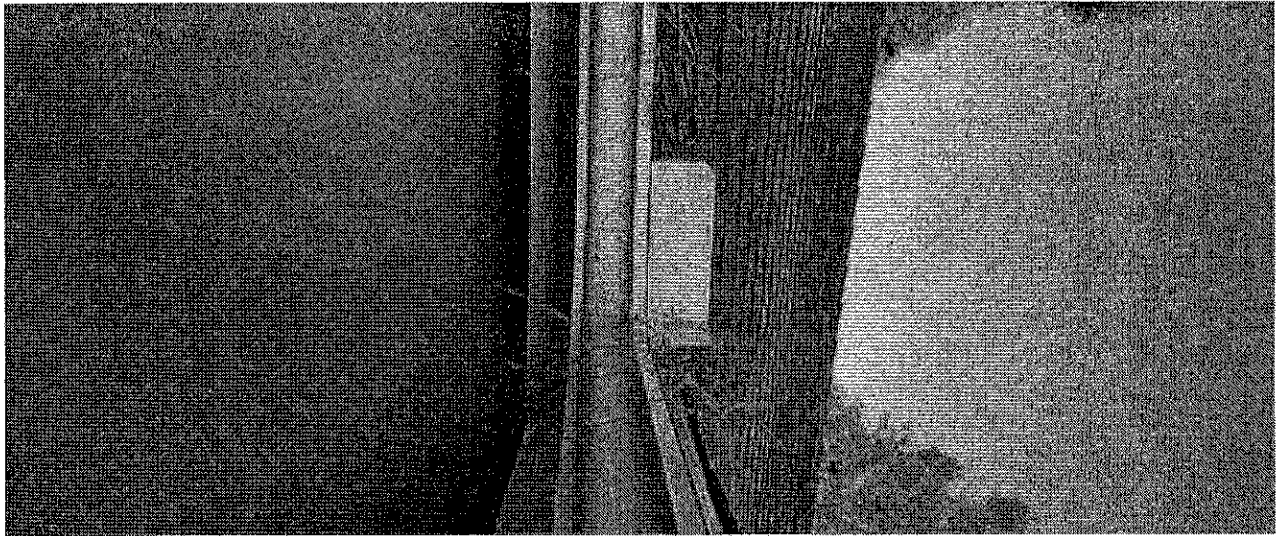












4.0 CRITERIA FOR PARKWAY TREE REMOVAL/REPLACEMENT

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?

Subject:

Trimming of 3 pine trees along street.

Detailed description:

Requesting trimming of pine trees at 2722, 2725 and 2729 Sandpiper Drive.

Req'd date:

2017-10-16 (Request entered by: MStueve)

Req'd by:

Garrett Brown

Location:

2722 Sandpiper Drive

Phone:

213-448-8183

Work Order Nr:

17101548

District:

0

Supervisor:

City Arborist

Employee:

Ortiz, Jim

Call back needed:

Y

Contacted date:

2017-10-16

OSHA safety concern:

N

Status:

Closed

Completion date:

2017-10-18

Inspection date:

2017-10-18

Hours:

0 Minutes: 30

Material cost:

0.00

Action taken:

10/18/17 - Evaluated all three (3) Canary Island Pine Trees. The trees at 2722 and 2725 Sandpiper were last trimmed on 11/5/15 and do not need to be trimmed. The tree at 2729 Sandpiper was last trimmed on 5/3/12 and needs to be trimmed. All three (3) trees did not show any visible signs of any structural defects or any active pest or diseases present during the time that I inspected the pine trees. contacted resident @ 2:21 pm and left a message asking the resident to call me back - JO

Subject:

Resident Requesting Tree Trimming

Detailed description:

Resident states that the tree needs to be trimmed due to the tree being messy.

Req'd date:

2018-04-03 (Request entered by: Jim Ortiz)

Req'd by:

Bruce Green

Location:

2722 Sandpiper Drive

Phone:

(714) 390-0847

Work Order Nr:

18040419

District:

16

Supervisor:

City Arborist

Employee:

Ortiz, Jim

Call back needed:

N

Contacted date:

2018-04-02

OSHA safety concern:

N

Status:

Closed

Completion date:

2018-06-07

Inspection date:

2018-04-04

Hours:

0 Minutes: 40

Material cost:

0.00

Action taken:

4/3/18 - Reviewed Arbor Access and Google Maps. Contacted resident and informed him that the tree is scheduled to be trimmed in this year's budget. However, the Contractor is behind and the tree might be trimmed in July or August of this year
- JO 4/4/18 - Evaluated the 40' Canary Island Pine Tree growing in a turf parkway. There were no visible structural defects or any active pest or disease activity present during the time that I inspected the tree. Tree does not need to be trimmed immediately and can wait until that district is trimmed - JO 6/7/18 - Tree trimmed by WCA - JO

Subject:

Tree Trimming Request

Detailed description:

Resident requesting additional tree trimming

Req'd date:

2018-09-24 (Request entered by: Jim Ortiz)

Req'd by:

Bruce Green

Location:

2722 Sandpiper Drive

Phone:

(714) 390-0847

Work Order Nr:

18091344

District:

16

Supervisor:

City Arborist

Employee:

Ortiz, Jim

Call back needed:

Y

Contacted date:

2018-09-20

OSHA safety concern:

N

Status:

Closed

Completion date:

2019-01-24

Inspection date:

2018-09-24

Hours:

0 Minutes: 45

Material cost:

0.00

Action taken:

9/20/18 - Contacted by resident after hours on my office phone requesting a call back - JO 9/21/18 - Contacted by resident on my office phone. Resident requested tree cut smaller to WCA tree trimming specialist. Resident did call at the time this tree was being trimmed. Wants the tree cut smaller and wants a call back - JO 9/24/18- Evaluated the 50' Canary Island Pine tree growing in a turf parkway. Tree has a slight bend in the center portion of this tree. Besides the mentioned bend. There were no other noticeable structural defects or any visible pest or disease activity present during the time that I inspected this tree. Contacted resident and he is requesting that the tree be trimmed narrower on the ends. I explained to the resident that WCA does not recommend this type of trimming for this tree species. Resident requested tree removal. I verbally explained the City's criteria for tree removal. Told resident that I would schedule the trimming of this tree to be narrower. I did mention that WCA can only trim so much off a tree and will trim accordingly. Resident to review trimming and might take the tree to a future PRC meeting. Resident is concerned about the mess from the pine needles - JO 12/10/18 - Tree trimmed by WCA - JO 1/24/19 - PRC Commissioners voted 4-0 to deny the tree removal request - JO

Subject:

Roots uplifting the asphalt

Detailed description:

Roots uplifting the asphalt

Req'd date:

2021-10-14 (Request entered by: Juan)

Req'd by:

Juan Santos

Location:

2722 Sandpiper

Phone:

Work Order Nr:

21101859

District:

0

Supervisor:

Street Section

Employee:

Carpenter, Brendan

Call back needed:

N

Contacted date:

2021-10-06

OSHA safety concern:

N

Status:

Closed

Completion date:

2021-10-13

Inspection date:

2021-10-07

Hours:

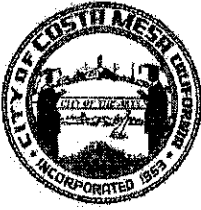
4 Minutes: 0

Material cost:

0.00

Action taken:

Resident reporting city tree roots is uplifting the asphalt on the street. On 10/13/21, Staff performed a dig-out. Staff removed the affected area and placed some new hot asphalt. Photos taken before and after.



PARKS AND RECREATION COMMISSION AGENDA REPORT

MEETING DATE: JANUARY 24, 2019

ITEM NUMBER: 10a

SUBJECT: TREE REMOVAL REQUEST - 2722 SANDPIPER DRIVE
DATE: DECEMBER 27, 2018
FROM: PUBLIC SERVICES DEPARTMENT, MAINTENANCE SERVICES DIVISION
PRESENTATION BY: BRUCE LINDEMANN, MAINTENANCE SERVICES MANAGER
FOR FURTHER INFORMATION CONTACT: JIM ORTIZ, MAINTENANCE SUPERINTENDENT
 (714) 327-7490

RECOMMENDATION

Staff recommends that the Parks and Recreation Commission deny the request to remove the City owned tree growing in the public right-of-way at 2722 Sandpiper Drive as a Category 1 and evaluate the tree as a Category 2 removal.

BACKGROUND

The Maintenance Services Division was initially contacted by the applicant via telephone on September 20, 2018, and received a letter on October 23, 2018 requesting removal of the tree due to the tree dropping excessive pine needles creating sidewalk and street issues from invasive roots and the inability to park in front of the residence due to sap dripping from the tree. See Attachment 1. On September 24, 2018, the City Arborist inspected the tree and evaluated the overall health of the tree. There were no significant issues observed. The City Arborist contacted the resident on September 24, 2018 and explained the criteria for tree removal. The tree does not meet the criteria to be removed by the City at no cost to the Applicant (Category 1 – Health and Safety Removal). See Attachment 2.

A search of the City's Maintenance Services internal work order system shows that in October 2017 a request was made to have the City maintained tree trimmed. The City Arborist inspected the tree and determined that the tree did not need to be trimmed. Attachment 2.

On April 3, 2018, an additional request to have the City maintained tree trimmed. On April 4, 2018, the City Arborist evaluated the tree for trimming and determined that the tree did not need to be trimmed at that time. See Attachment #3.

ANALYSIS

The tree is Canary Island Pine tree (*Pinus canariensis*). It was found to be in good health with no apparent structural issues or diseases present. The tree is approximately forty-five feet (45') to sixty feet (60') in height with trunk diameter of twenty-four inches (24"). It is growing in a five foot (5') parkway. The tree has been maintained by the City on a consistent 3-5 year cycle and was last trimmed on December 10, 2018. See Attachment 3.

The tree is not a risk to health and safety, it is not dead, diseased or dying and does not appear to be creating any significant exposure to liability for the City. Therefore, the tree does not meet the criteria for a staff level authorization for removal, as stated in the Streetscape and Median Development Standards. The City Arborist evaluated the tree for possible relocation, but believes due to the size, low probability of success and the cost of relocating the tree, relocation is not recommended. Supplemental root pruning is recommended to alleviate the roots growing towards the sidewalk.

The Applicant has been notified of the Parks and Recreation Commission meeting and has been sent a copy of this staff report.

ALTERNATIVES CONSIDERED

1. The Commission could authorize the removal of the tree as a Category 1 – 'Health and Safety' removal with all removal and replacement costs paid for by the City and determine if replacement tree is to be planted. Staff does not recommend this option.
2. The Commission could authorize the removal and replacement of the tree, per the Streetscape and Median Development Standards, Section 4.0.2 Category 2 – Accelerated Removals, which would require the replacement of the tree with one (1) 24-inch box size tree and two (2) fifteen gallon-size trees to be planted elsewhere on City property. The applicant would pay all removal and replacement costs.

If the request 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 2 - Accelerated Removal, as the Applicant would pay all costs.

For the Commission's information, removal cost for the tree would be \$500.40. The replanting costs for the mitigation trees (1 – 24" box size and 2 – 15-gallon container size) would be \$443.50. Costs are based on current City contract prices. The total cost for removal and replacement would be \$943.90.

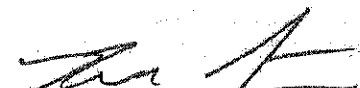
The value of the tree is estimated to be \$14,740.00

LEGAL REVIEW

No legal review is required for this item.

CONCLUSION

The City-owned tree that has been requested to be removed at the City's expense is located in the public right-of-way at 2722 Sandpiper Drive. The tree is in good condition, has been maintained appropriately on a regular schedule, and does not meet the criteria for a Category 1- Health and Safety Removal. Therefore, it is recommended that the Commission deny the request to remove the tree and evaluate the tree for Category 2 removal.



BRUCE LINDEMANN
Maintenance Services Manager



RAJA/SETHURAMAN
Public Services Director

- ATTACHMENTS:
1. Letter from Applicant and Photographs
 2. Maintenance Work Order
 3. Arbor Access Tree Information
 4. Arborist Photographs

C: Bruce Green
2722 Sandpiper Drive
Costa Mesa, CA 92626

October 23, 2018

Mr. Jim Ortiz
Maintenance Superintendent/Certified Arborist
City of Costa Mesa

Dear Mr. Ortiz,

As discussed by phone, I have recently purchased and moved into a single story house and property at 2722 Sandpiper Dr on June 1st after living in La Habra for over 40 years. Our new home is very close to where our 3 children live, and we help our kids by watching our 3 new grandchildren when they need help. My wife and I are both retired, I am 65, and my wife is 64 years old.

Our original plan was to buy this house and live there for the rest of our lives, but this may need to be re-evaluated after the meeting with the commissioners. I clearly underestimated the maintenance required to clean up the pine needles, pine cones, & sap from the city owned pine tree in our parkway.

My pine tree was trimmed in early June '18 and at the time of trimming, I asked the trimmers to cut it back 'similar to my next door neighbor's tree' but they refused, saying "call the city".

In September, after cleaning up the pine's debris on a daily basis for 4 months, I called you and asked what could be done, ie; another trimming, which you agreed to. I later called back to request that the tree be removed, that my Quality of Life was being impacted by this tree and the daily maintenance required, and hence the reason I am writing this letter.

As reference, my neighbor's pine and my pine are the only pines remaining on the east side of Sandpiper Drive. My neighbor told me he asked for his pine to be removed also, but that you offered additional trimming instead. Please note that his tree is now approx 75% smaller in volume (area), (see Photo 4) or google maps is even better) yet the same height as my tree. Wind direction is very important, as the winds blow primarily from the south west meaning everything falling out of the tree comes directly on to my front yard, planters, inside of shrubbery, driveway, roof of house, side of house, into the courtyard area, and rain gutters. Keeping the property clean and nice on a daily basis, takes 1-2 hrs per day devoted to the pine. The amount of work largely depends on the on the winds.. All the other 6 pine trees on Sandpiper are on the west side of the street, meaning the debris from those trees is blown into the street, and not onto the resident's properties.

Additionally, three other issues are 1) the sidewalk lifting in two places, and 2) the asphalt street beginning to crack in two places and lift from the root system and 3) Sap dripping - cars are unable to park in front of my house because of the sap oozing from the pine tree. I've had to spend hundreds of dollars to have my cars detailed to remove the sap.. forever damaging the clear-coat paint on my \$50,000 Acura MDX.

My strong hope is that you will agree to remove this pine, grind the stump, and plant another beautiful tree in the parkway. If you agree, I will pay the difference for the larger box tree as we discussed.

Respectfully,

Bruce Green
2722 Sandpiper Dr, Costa Mesa, CA 92626
Email: bgandpg@sbcglobal.net
Phone: 714 390-0847

Attachment 1: City Tract Diagram

Attachment 2: Property Diagram of 2722 Sandpiper Drive

Attachment 3: Photo of My Pine vs Neighbor's Pine

(4)

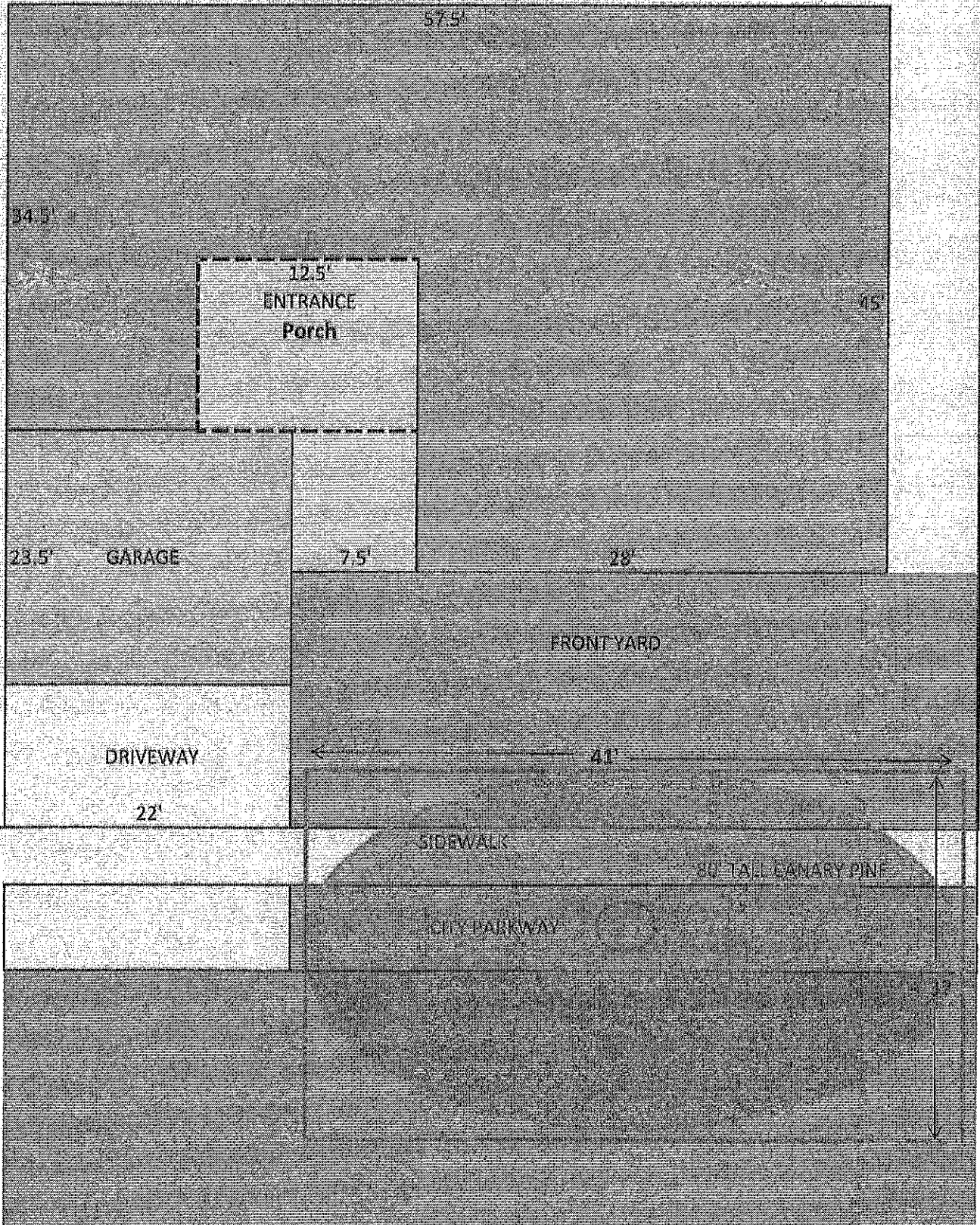
Attachment 4: Photo of subject pine vs neighbor's pine

Attachment 5: Photos of pine needles

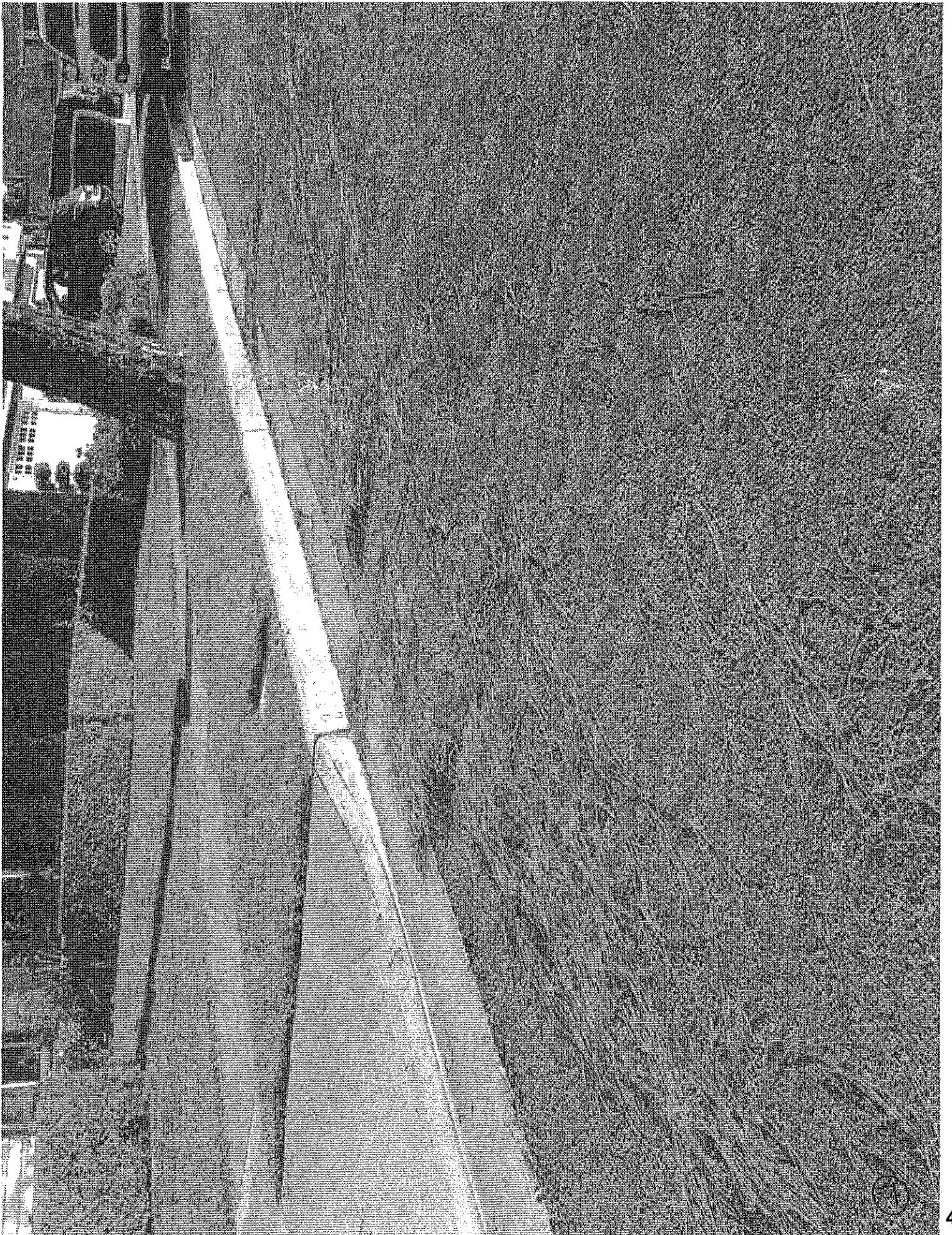
Attachment 6: Photo of sidewalk lifting/cracking

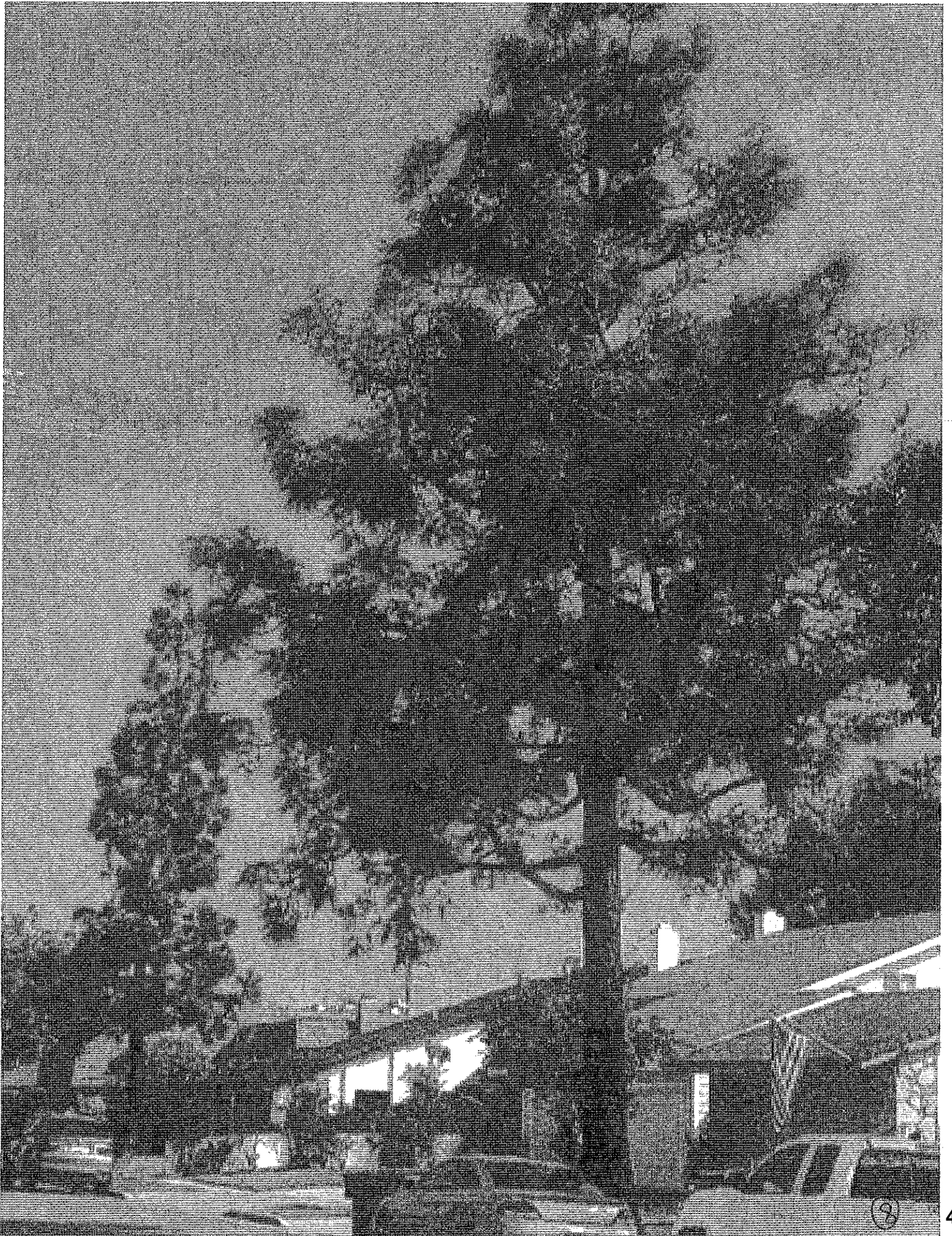
Attachment 7: Photo of street lifting/cracking

2722 SANDPIPER DRIVE
PROPERTY DIAGRAM

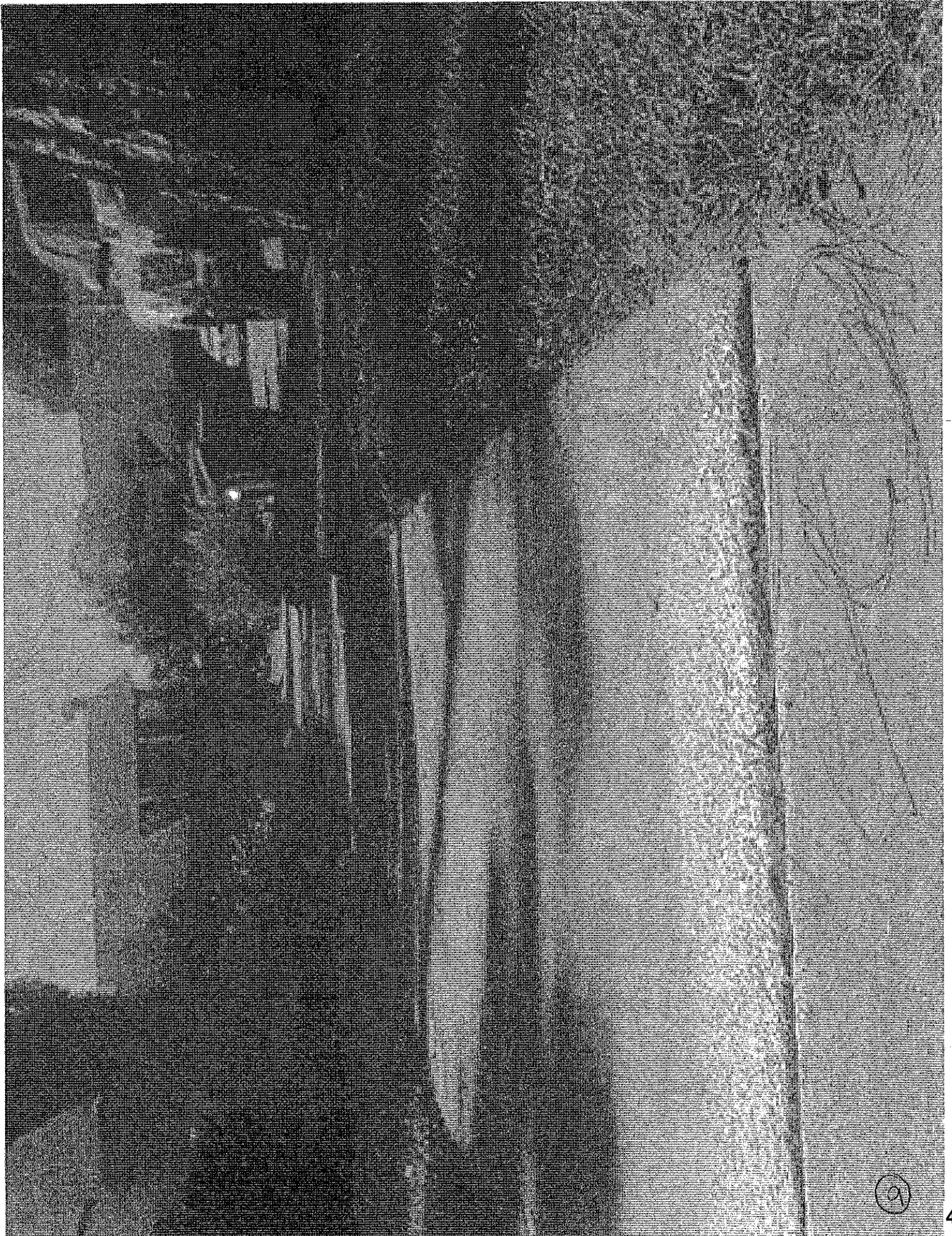


6





8



9



10



Subject:
Trimming of 3 pine trees along street.
Detailed description:
Requesting trimming of pine trees at 2722, 2725 and 2729 Sandpiper Drive.

Req'd date:
2017-10-16 (Request entered by: MStueve)
Req'd by:
Garrett Brown
Location:
2722 Sandpiper Drive
Phone:
213-448-8183

Work Order Nr:
17101548
District:
0
Supervisor:
City Arborist
Employee:
Ortiz, Jim
Call back needed:
Y
Contacted date:
2017-10-16
OSHA safety concern:
N
Status:
Closed
Completion date:
2017-10-18
Inspection date:
2017-10-18
Hours:
0 Minutes: 30
Material cost:
0.00

Action taken:
10/18/17 - Evaluated all three (3) Canary Island Pine Trees. The trees at 2722 and 2725 Sandpiper were last trimmed on 11/5/15 and do not need to be trimmed. The tree at 2729 Sandpiper was last trimmed on 5/3/12 and needs to be trimmed. All three (3) trees did not show any visible signs of any structural defects or any active pest or diseases present during the time that I inspected the pine trees. contacted resident @ 2:21 pm and left a message asking the resident to call me back - JO

Costa Maintenance©2006 - 2018- City of Costa Mesa

12

Subject:

Resident Requesting Tree Trimming

Detailed description:

Resident states that the tree needs to be trimmed due to the tree being messy.

Req'd date:

2018-04-03 (Request entered by: Jim Ortiz)

Req'd by:

Bruce Green

Location:

2722 Sandpiper Drive

Phone:

(714) 390-0847

Work Order Nr:

18040419

District:

16

Supervisor:

City Arborist

Employee:

Ortiz, Jim

Call back needed:

N

Contacted date:

2018-04-02

OSHA safety concern:

N

Status:

Closed

Completion date:

2018-06-07

Inspection date:

2018-04-04

Hours:

0 Minutes: 40

Material cost:

0.00

Action taken:

4/3/18 - Reviewed Arbor Access and Google Maps. Contacted resident and informed him that the tree is scheduled to be trimmed in this year's budget. However, the Contractor is behind and the tree might be trimmed in July or August of this year - JO 4/4/18 - Evaluated the 40' Canary Island Pine Tree growing in a turf parkway. There were no visible structural defects or any active pest or disease activity present during the time that I inspected the tree. Tree does not need to be trimmed immediately and can wait until that district is trimmed - JO 6/7/18 - Tree trimmed by WCA - JO

13

Subject:
Tree Trimming Request
Detailed description:
Resident requesting additional tree trimming

Req'd date:
2018-09-24 (Request entered by: Jim Ortiz)
Req'd by:
Bruce Green
Location:
2722 Sandpiper Drive
Phone:
(714) 390-0847

Work Order Nr:
18091344
District:
0
Supervisor:
City Arborist
Employee:
Ortiz, Jim
Call back needed:
Y
Contacted date:
2018-09-20
OSHA safety concern:
N
Status:
In Progress
Completion date:
0000-00-00
Inspection date:
2018-09-24
Hours:
0 Minutes: 30
Material cost:
0.00

Action taken:
9/20/18 - Contacted by resident after hours on my office phone requesting a call back - JO 9/21/18 - Contacted by resident on my office phone. Resident requested tree cut smaller to WCA tree trimming specialist. Resident did call at the time this tree was being trimmed. Wants the tree cut smaller and wants a call back - JO 9/24/18- Evaluated the 50' Canary Island Pine tree growing in a turf parkway. Tree has a slight bend in the center portion of this tree. Besides the mentioned bend. There were no other noticeable structural defects or any visible pest or disease activity present during the time that I inspected this tree. Contacted resident and he is requesting that the tree be trimmed narrower on the ends. I verbally explained the City's criteria for tree removal. Told resident that I would schedule the trimming of this tree to be narrower. I did mention that WCA can only trim so much off a tree and will trim accordingly. Resident to review trimming and might take the tree to a future PRC meeting. Resident is concerned about the mess from the pine needles - JO 12/10/18 - Tree trimmed by WCA - JO

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Site Detail (33.669502626488,-117.94445644855)(WCA InventoryID: 1957819)					
District	Address	Location	Species	DBH	Height
16	2722 SANDPIPER DR	Front-1	<i>Pinus canariensis</i> CANARY ISLAND PINE	25-30	45-60
Maintenance	Condition	Est. Value	Utility	Parkway	PSHB
Grid/Routine Trim	Good	\$14,740	No	5	
Priority	Valid	PW Type			
N/A	Yes	Parkway			

Crew	Date	Work Type / Comments	Job # / Acct #	Amount
WCA	12/10/2018	Prune Backup - Crew	46548	Hourly
WCA	06/07/2018	Work Already Performed	39725	Inspection
WCA	06/06/2018	Prune Backup - Crew	39725	Hourly
WCA	11/05/2015	Prune Backup - Crew	31556	Hourly
WCA	04/10/2009	Grid Pruning	12656	\$46.60
WCA	01/15/2007	Grid Pruning	9754	\$41.50
WCA	03/31/2004	Grid Trimming	6173	\$41.50
WCA	05/10/2001	Grid Trimming	3569	\$40.10

15

ATTACHMENT #4



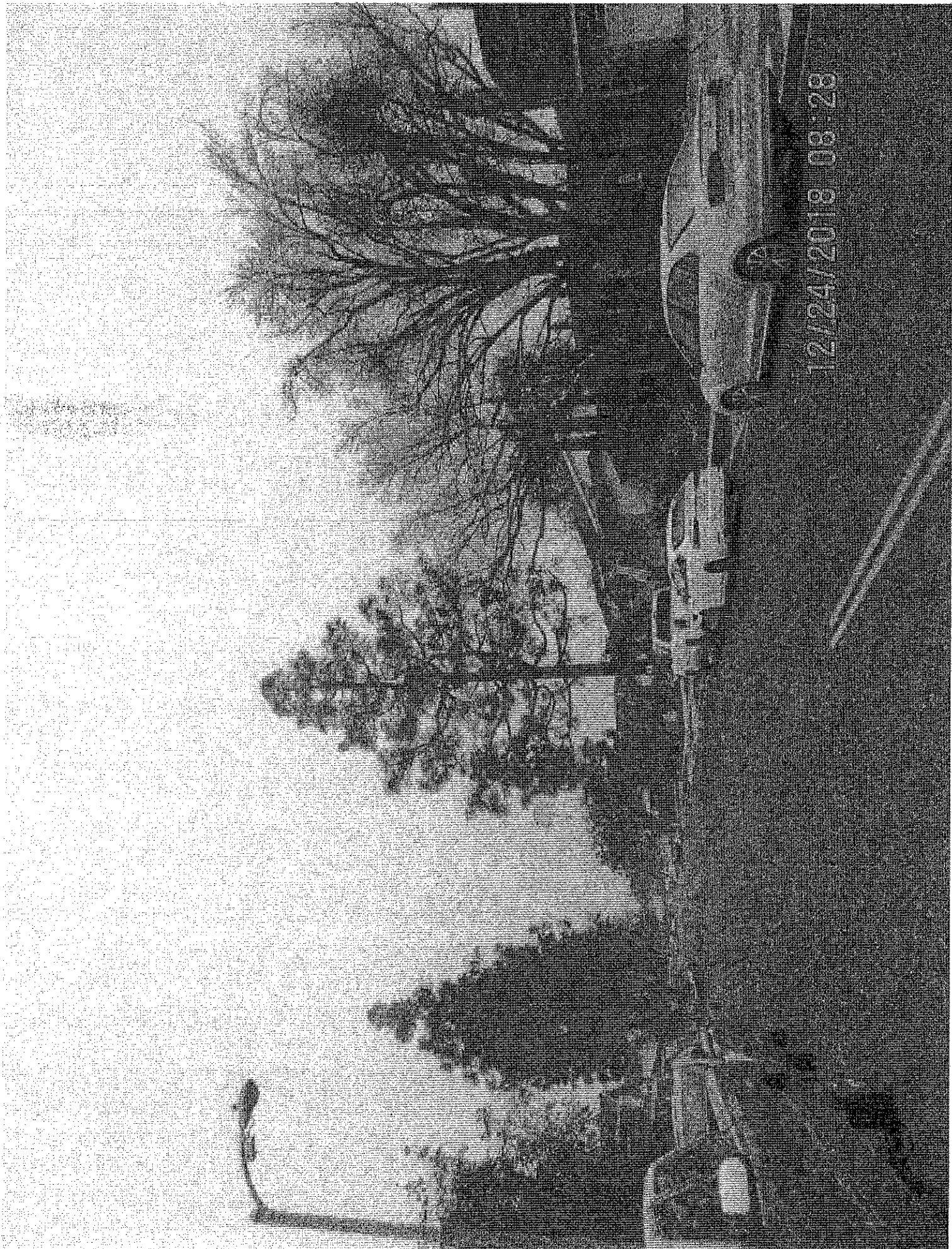
12/24/2018 08

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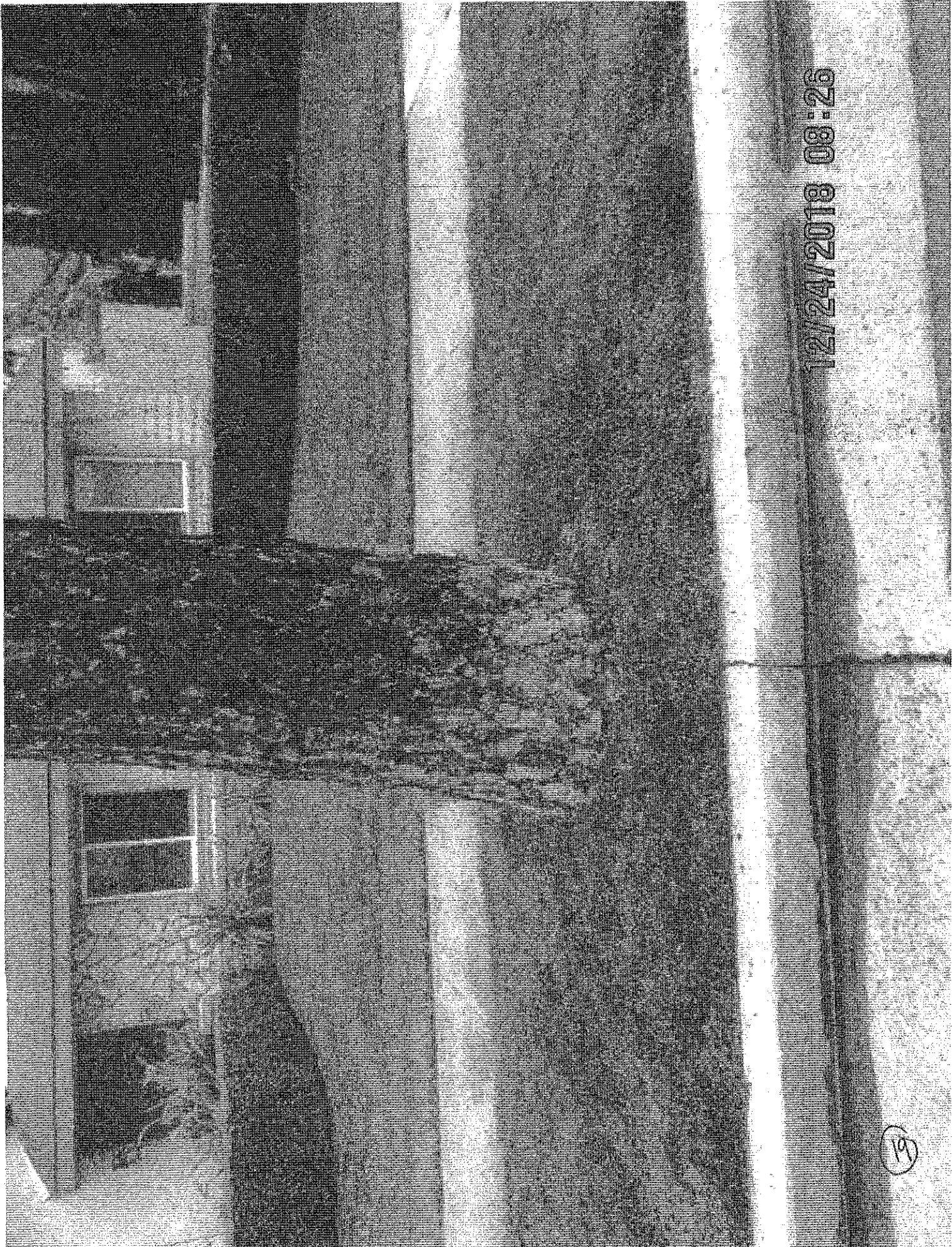


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1



12/24/2018 08:28



12/24/2018 09:26

19

PARKS AND RECREATION COMMISSION
 COSTA MESA SENIOR CENTER, 695 W. 19th Street
 JANUARY 24, 2019
 MEETING ACTION MINUTES

	Staff Recommendation	Action Minutes
3. Roll Call		Chair McNabb: Present Commissioner Bogner: Present Commissioner Erickson: Present Commissioner Ersoylu: Present
5. Approval of the Minutes of the November 29, 2018 Special Meeting of the PRC		MOTION/SECOND: Chair McNabb moves to approve the minutes/Seconded by Commissioner Bogner. The motion carried by the following roll call vote: Ayes: Chair McNabb, Commissioner Bogner, Commissioner Erickson Nays: None Absent: None Abstain: Commissioner Ersoylu Motion Carried: 3-0-1
7. Consent Calendar		
a) Instructional Class Proposals b) Donation of a Memorial Plaque at Estancia Park	Approve	MOTION/SECOND: Chair McNabb moves to approve the Consent Calendar/Seconded by Commissioner Erickson. The motion carried by the following roll call vote: Ayes: Chair McNabb, Commissioner Bogner, Commissioner Erickson, Commissioner Ersoylu Nays: None Absent: None Abstain: None Motion Carried: 4-0
10. New Business		
a) Tree Removal Request – 2722 Sandpiper Drive	Deny	MOTION/SECOND: Commissioner Ersoylu moves to deny the tree removal request/Seconded by Commissioner Erickson. The motion carried by the following roll call vote: Ayes: Chair McNabb, Commissioner Bogner, Commissioner Erickson, Commissioner Ersoylu Nays: None Absent: None Abstain: None Motion Carried: 4-0

**THE CITY OF COSTA MESA
MEETING OF THE PARKS AND RECREATION COMMISSION
JANUARY 24, 2019; 6:00 P.M.**

1. **Call to Order:** The Parks and Recreation Commission meeting was called to order by Chair McNabb at 6:00 p.m. on January 24, 2019 at the Costa Mesa Senior Center, 695 W. 19th Street, Costa Mesa, California.

2. **Pledge of Allegiance:** Commissioner Bogner

3. **Roll Call**

Present: Chair McNabb, Commissioner Bogner, Commissioner Erickson, Commissioner Ersoylu

Absent: None

Staff Present: Bruce Lindemann, Maintenance Services Manager; Yvette Aguilar, Recreation Manager; Marianna Peña, Recreation Coordinator; Jim Ortiz, Maintenance Superintendent; Allison Burch, Executive Secretary

4. **Approval of the Minutes of the Special November 29, 2018 Meeting of the PRC**

MOTION/SECOND: Chair McNabb moves to approve the minutes/Seconded by Commissioner Bogner. The motion carried by the following roll call vote:

Ayes: Chair McNabb, Commissioner Bogner, Commissioner Erickson

Nays: None

Absent: None

Abstain: Commissioner Ersoylu

Motion Carried: 3-0-1

5. **Public Comments**

Chair McNabb closed Public Comments.

6. **Commissioner Comments**

Chair McNabb – Spoke about the recent rain benefiting Costa Mesa and of the Fire Department’s recent “Barn Push” ceremony; thanked staff for the winter special events and high-level customer service; and congratulated Priceless Pet Rescue for their successful grand opening in Costa Mesa.

Commissioner Bogner – Encouraged the community to attend the community open house meeting for addressing homelessness in Costa Mesa; reminded the public of the rescheduled Diego Sepulveda Adobe plaque dedication event; thanked Chair McNabb for giving her the opportunity to attend Fairview Park Steering Committee meetings; and spoke about the partnership between the Fairview Park Steering Committee and the Newport Mesa Unified School District.

Commissioner Erickson – Spoke about attending the afternoon tea event hosted by the Orange County Museum of Art and thanked all volunteers for assisting in the Point-in-Time homeless count.

Commissioner Ersoylu – Thanked staff and local advocates; and announced the end of her term as a Parks and Recreation Commissioner, as her term is expiring.

7. Consent Calendar

- a) Instructional Class Proposals
- b) Donation of a Memorial Plaque at Estancia Park

MOTION/SECOND: Chair McNabb moves to approve the Consent Calendar/Seconded by Commissioner Erickson. The motion carried by the following roll call vote:

Ayes: Chair McNabb, Commissioner Bogner, Commissioner Erickson, Commissioner Ersoylu

Nays: None

Absent: None

Abstain: None

Motion Carried: 4-0

Chair McNabb acknowledged the memorial plaque applicant and provided an opportunity for him to say a few words.

8. Presentation

a) 2018 Senior Center Programs & Services Review

Ms. Marianna Peña presents.

Commissioner Bogner asked what the minimum age for membership is.

Commissioner Erickson asked for more information regarding the intergenerational events.

Chair McNabb asked how often flu vaccines are offered at the Senior Center.

9. Old Business

No Items

10. New Business

a) Tree Removal Request – 2722 Sandpiper Drive

Mr. Jim Ortiz presents report.

Public Comments:

Resident: Spoke in favor of the tree removal request.

Chair McNabb closed Public Comments.

Commissioner Bogner spoke about her inclination to deny the tree removal request and suggested the resident use a sap remover when necessary.

Commissioner Erickson asked for clarification regarding the height of the tree.

Commissioner Ersoylu asked for clarification regarding the age of the existing tree and the age of the tree that would replace it if it were approved to be removed.

Chair McNabb asked for clarification regarding the value of the tree.

MOTION/SECOND: Commissioner Ersoylu moves to deny the tree removal request/Seconded by Commissioner Erickson. The motion carried by the following roll call vote:

Ayes: Chair McNabb, Commissioner Bogner, Commissioner Erickson, Commissioner Ersoylu

Nays: None

Absent: None

Abstain: None

Motion Carried: 4-0

Chair McNabb informed the applicant that he is able to reapply for a tree removal in one year.

b) Tree Removal Request – 3117 Killarney Lane

Mr. Jim Ortiz presents report.

Public Comments:

Resident 1: Spoke in favor of the tree removal request.

Resident 2: Spoke in favor of the tree removal request.

Chair McNabb closed Public Comments.

Commissioner Erickson asked staff if there was a way to suppress the tree pod droppings.

Commissioner Ersoylu asked how often the tree had been pruned and how often the tree blossoms.

Chair McNabb asked for clarification regarding the value of the tree.

Commissioner Bogner asked staff if there are records of other resident's concerns and if there are any recommendations for the residents while waiting for results from injecting the tree.

Commissioner Ersoylu asked the residents about the tree at the time of the property purchase.

MOTION/SECOND: Commissioner Erickson moves to deny the tree removal request with the stipulation that the City Arborist work with the resident to provide maintenance to the tree in order to lessen the effect of the droppings/Seconded by Chair McNabb. The motion carried by the following roll call vote:

Ayes: Chair McNabb, Commissioner Bogner, Commissioner Erickson, Commissioner Ersoylu

Nays: None

Absent: None

Abstain: None

Motion Carried: 4-0

c) Tree Removal Request – 3084 Murray Lane

Mr. Jim Ortiz presents report.

Public Comments:

None.

Chair McNabb closed Public Comments.

MOTION/SECOND: Chair McNabb moves to deny the tree removal request/Seconded by Commissioner Ersoylu. The motion carried by the following roll call vote:

Ayes: Chair McNabb, Commissioner Bogner, Commissioner Erickson, Commissioner Ersoylu

Nays: None

Absent: None

Abstain: None

Motion Carried: 4-0

11. Maintenance Manager's Report

Item pulled from the agenda.

12. Parks and Community Services Director's Report

Ms. Yvette Aguilar presents report.

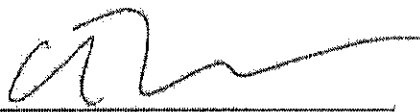
Commissioner Ersoylu gave suggestions regarding the youth basketball and cheer program.

Commissioner Erickson asked for clarification regarding the clean-up events happening in the spring.

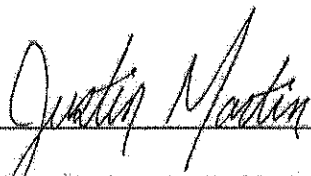
13. Adjournment

The meeting was adjourned by Chair McNabb at 7:01p.m.

**The Next Regular Meeting of the Parks and Recreation Commission
is on Thursday, February 28, 2019**

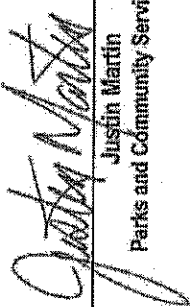


Prepared by Allison Burch
PRC Secretary



Submitted by Justin Martin
Parks and Community Services Director

b) Tree Removal Request – 3117 Killarney Lane	Deny	<p>MOTION/SECOND: Commissioner Erickson moves to deny the tree removal request with the stipulation that the City Arborist work with the resident to provide maintenance to the tree in order to lessen the effect of the droppings/Seconded by Chair McNabb. The motion carried by the following roll call vote: Ayes: Chair McNabb, Commissioner Bogner, Commissioner Erickson, Commissioner Ersoylyu Nays: None Absent: None Abstain: None Motion Carried: 4-0</p>
c) Tree Removal Request – 3084 Murray Lane	Deny	<p>MOTION/SECOND: Chair McNabb moves to deny the tree removal request/Seconded by Commissioner Ersoylyu. The motion carried by the following roll call vote: Ayes: Chair McNabb, Commissioner Bogner, Commissioner Erickson, Commissioner Ersoylyu Nays: None Absent: None Abstain: None Motion Carried: 4-0</p>


Justin Martin
Parks and Community Services Director

3/7/19
Date

Subject:

Tree Removal Request

Detailed description:

Resident is requesting that the City tree in front of this address be removed.

Req'd date:

2021-08-05 (Request entered by: Jim Ortiz)

Req'd by:

Bruce Green

Location:

2722 Sandpiper Drive

Phone:

(714) 300-0847

Work Order Nr:

21081355

District:

16

Supervisor:

City Arborist

Employee:

Ortiz, Jim

Call back needed:

N

Contacted date:

2021-07-17

OSHA safety concern:

N

Status:

Closed

Completion date:

2021-11-03

Inspection date:

2021-08-02

Hours:

1 Minutes: 5

Material cost:

0.00

Action taken:

7/17/21 - Received e-mail from resident to discuss tree removal - JO 7/19/21 - E-mailed resident asking for a phone call to discuss the City's tree removal criteria. Reviewed City's website to locate last tree removal request was on January 24 2019 - JO 7/20/21 - Resident called and we discussed the City's criteria for tree removal - JO 7/21/21 - Received formal request to remove tree via e-mail - JO 7/2/21 - Replied to resident that I received the tree removal request - JO 8/2/21 - Evaluated the 50' Canary Island Pine Tree growing in a turf parkway. The turf parkway measures 4'-8" W X 42'-8" L. The water meter is 16'-7" from the tree. The tree appeared stable, there were no signs of any structural issues or any visible signs of any pest or disease activity present during the time that I inspected this tree. Noticed two (2) areas that were ground in the sidewalk - JO 8/11/21 - Contacted resident and discussed the letter. The resident states that the cars and hardwood floors are being damaged from the sap from the tree. Upon discussion. The resident could not provide any bills or estimates for the sap issue. Number 2. Also discussed the issues with the street, sidewalk and sewer line. Resident says that the street is damaged and the water flow collects instead of flowing down the curb line. The sidewalk has been ground in two (2) places. The resident could not provide and documentation or photographic evidence with the tree causing issues to the sewer line - JO 10/28/21 - PACS commission denied this removal request - JO 11/3/21 - E-mailed resident the denial letter - JO



PARKS, ARTS AND COMMUNITY SERVICES COMMISSION AGENDA REPORT

MEETING DATE: OCTOBER 28, 2021

ITEM NUMBER: 9b

SUBJECT: TREE REMOVAL REQUEST - 2722 SANDPIPER DRIVE

DATE: OCTOBER 14, 2021

FROM: PUBLIC SERVICES DEPARTMENT, MAINTENANCE SERVICES DIVISION

PRESENTATION BY: ROBERT RYAN, DIVISION SERVICES MANAGER

FOR FURTHER INFORMATION CONTACT: ROBERT RYAN, DIVISION 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 public right-of-way in front of 2722 Sandpiper Drive.

BACKGROUND

The Maintenance Services Division was contacted by the applicant via e-mail on July 17, 2021, requesting the removal of the tree growing in the public right-of-way in front of 2722 Sandpiper Drive. The applicant is requesting removal due to the amount of pollen, debris and sap that is being produced by the tree. The applicant states that the pollen from this tree is causing allergy issues for himself and his wife. The applicant also stated the tree roots are causing damage to the street, sidewalk and sewer lines; and sap drops onto cars that park beneath the tree.

The City Arborist evaluated the tree and the surrounding area on July 18, 2021 and determined that there was no justification for the removal of the tree at staff level. The applicant was informed of the findings.

The Maintenance Services Division received an electronic letter from the applicant on July 21, 2021 (Attachment 1) requesting the removal be placed on the agenda for consideration by the Parks, Arts and Community Services Commission as a Category 3 – Discretionary Removals, according to the Streetscape and Median Development Standards (Attachment 2).

A search of the City's Maintenance Services internal work order system identified three (3) previous work orders (Attachment 3):

- October 16, 2017 – Maintenance Services received a request to have the tree trimmed. The City Arborist evaluated the tree and determined that the tree did not need to be trimmed at that time.

- April 3, 2018 – Maintenance Services received a request to have the tree trimmed. The City Arborist evaluated the tree and determined that the tree did not need to be trimmed at that time.
- September 24, 2018 – Maintenance Services received a request to have the tree removed. The Parks, Arts and Community Services Commission reviewed the above request from the resident on January 24, 2019. The Commission approved the recommendation from staff to deny the request for removal. (Attachment 4).

ANALYSIS

The City Arborist inspected the tree on August 2, 2021. The tree is a Canary Island Pine Tree (*Pinus canariensis*). The tree was found to be healthy and in good condition. The tree is approximately forty five to sixty feet (45'-60') in height with a trunk diameter of twenty-four and a half (24.5") inches. The tree is growing in a City owned, five foot (5') parkway. The tree was last trimmed by West Coast Arborists on December 10, 2018 (Attachment 5).

The amount of pine needle drop beneath the tree and surrounding area appeared to be normal. There was no obvious signs of sap on the sidewalk or asphalt beneath the tree at the time of inspection. The shedding of pine needles and sap drop are both natural occurrences for this type of tree. There are three (3) other *Pinus canariensis* within 100 feet or less of 2722 Sandpiper Drive as well as other trees on private property. It is impossible to determine whether this particular tree is causing the applicant's allergy issues.

There were several lifts in the sidewalk beneath the tree. Sidewalk grinds have been performed in the past on several panels in front of the residence. The repairs are holding; and do not appear to be creating a significant exposure to liability for the City at this time. Additionally, there was some damage to the asphalt adjacent to the tree. City staff performed a localized digout on October 13, 2021 in order to repair this issue (Attachment 6).

The Pine tree that is requested to be removed is not dead, diseased or dying and does not appear to be causing a significant exposure to liability for the City. The pine cone productions, sap and pine-needle drop appear to be normal for this type of tree.

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.

The applicant is requesting the removal of the tree as a Category 3 – Discretionary Removals. The Applicant has been notified of the Parks, Arts and Community Services Commission meeting and has been sent a copy of this staff report.

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 \$735.00. The replanting costs for the mitigation trees (1 – 24" box size and 2–15-gallon container size) would be \$530.00. Costs are based on current City contract prices. The total cost for removal and replacement would be \$1,265.00.

The value of the tree is estimated to be \$14,740.00.

LEGAL REVIEW

No legal review is required for this item.

CONCLUSION

The City-owned tree that has been requested for removal is located in the public right-of-way in front of 2722 Sandpiper Drive. The tree is in good condition and has been maintained on a regular schedule. The sap and tree litter are not unusual for this type of tree. There are no existing concerns regarding liability or infrastructure. Therefore, staff recommends that the Commission deny the request to remove the tree.



ROBERT RYAN
Division Services Manager



RAJA SETHURAMAN
Public Services Director

- ATTACHMENTS:**
1. Letter and photographs from the Applicant
 2. Streetscape and Median Development Standards
 3. Maintenance Work Orders
 4. Parks and Recreation Commission Agenda Report (1/24/19)
 5. Arbor Access Tree Information
 6. Maintenance Work Order for asphalt repair

C: Bruce Green
2722 Sandpiper Drive
Costa Mesa, CA 92626

July 21, 2021

Mr. Jim Ortiz
Maintenance Superintendent/Certified Arborist
City of Costa Mesa

Dear Mr. Ortiz,

As discussed by phone, it has been 2-1/2 years since I first asked the commissioners to remove the pine tree in front of my house. In addition to issues raised back in Oct. 2018, my wife's asthma has worsened and I also now use a prescription steroid inhaler for pollen, dust and debris that is caused by the pine tree. I've attached photos of the medicines, inhalers, and breathing machines she (and I) now use.

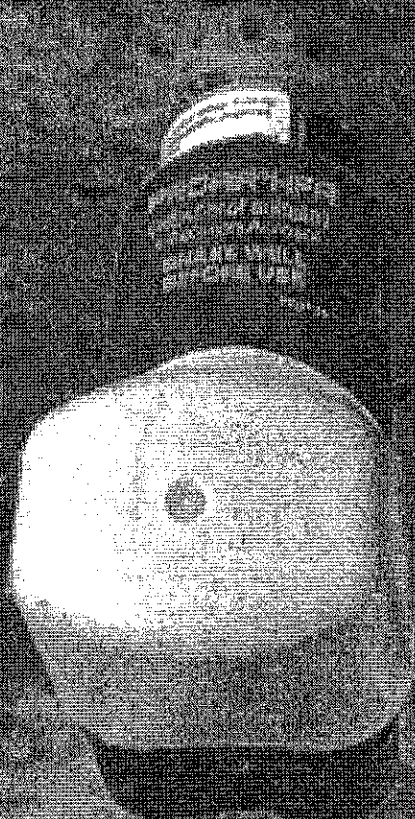
There are several quality of life problems:

- 1). Breathing issues from the pollen, dust and debris coming from the pine – constant winds coming from the southwest blow pollen, dust, needles, onto our house, into our courtyard, into our house, and into our back yard.
- 2). The tree drops sap onto cars parked under it. Glue remover takes off the sap but also damages the clearcoat paint. People have stepped in the sap, and brought it into our house on the bottom of their shoes damaging our hardwood floors.
- 3). Since the tree is 70 ft high, approx 4x taller than my house, the debris blows onto and over my house into the front yard, courtyard and back yard so it's constant work.
- 4). The tree roots are causing damage to the street, sidewalk, and sewer lines.

We ask that you schedule the pine tree for removal as soon as possible.

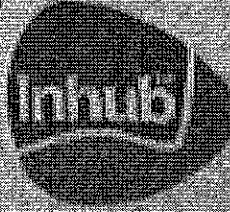
Thank you,

Bruce & Pam Green
2722 Sandpiper Dr.
Costa Mesa, CA 92626
714 390-0847



NDC 0210-0321-52 Rx only

Wixela
(fluticasone
propionate
and salmeterol
inhalation powder, USP)



250/50

FOR ORAL INHALATION ONLY

Each dose of inhalation powder contains 250 mcg of fluticasone propionate, USP and 72.5 mcg of salmeterol inhalate, USP equivalent to 50 mcg of active ingredient, with lactose.

One Inhub[®] Inhalation Device
Containing 60 Doses of Inhalation Powder





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 agendize 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?

Subject:
Trimming of 3 pine trees along street.
Detailed description:
Requesting trimming of pine trees at 2722, 2725 and 2729 Sandpiper Drive.

Req'd date:
2017-10-16 (Request entered by: MStueve)
Req'd by:
Garrett Brown
Location:
2722 Sandpiper Drive
Phone:
213-448-8183

Work Order Nr:
17101548
District:
0
Supervisor:
City Arborist
Employee:
Ortiz, Jim
Call back needed:
Y
Contacted date:
2017-10-16
OSHA safety concern:
N
Status:
Closed
Completion date:
2017-10-18
Inspection date:
2017-10-18
Hours:
0 Minutes: 30
Material cost:
0.00

Action taken:
10/18/17 - Evaluated all three (3) Canary Island Pine Trees. The trees at 2722 and 2725 Sandpiper were last trimmed on 11/5/15 and do not need to be trimmed. The tree at 2729 Sandpiper was last trimmed on 5/3/12 and needs to be trimmed. All three (3) trees did not show any visible signs of any structural defects or any active pest or diseases present during the time that I inspected the pine trees. contacted resident @ 2:21 pm and left a message asking the resident to call me back - JO

Costa Maintenance©2006 - 2021- City of Costa Mesa

Subject:

Resident Requesting Tree Trimming

Detailed description:

Resident states that the tree needs to be trimmed due to the tree being messy.

Req'd date:

2018-04-03 (Request entered by: Jim Ortiz)

Req'd by:

Bruce Green

Location:

2722 Sandpiper Drive

Phone:

(714) 390-0847

Work Order Nr:

18040419

District:

16

Supervisor:

City Arborist

Employee:

Ortiz, Jim

Call back needed:

N

Contacted date:

2018-04-02

OSHA safety concern:

N

Status:

Closed

Completion date:

2018-06-07

Inspection date:

2018-04-04

Hours:

0 Minutes: 40

Material cost:

0.00

Action taken:

4/3/18 - Reviewed Arbor Access and Google Maps. Contacted resident and informed him that the tree is scheduled to be trimmed in this year's budget. However, the Contractor is behind and the tree might be trimmed in July or August of this year - JO 4/4/18 - Evaluated the 40' Canary Island Pine Tree growing in a turf parkway. There were no visible structural defects or any active pest or disease activity present during the time that I inspected the tree. Tree does not need to be trimmed immediately and can wait until that district is trimmed - JO 6/7/18 - Tree trimmed by WCA - JO

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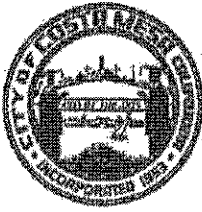
Subject:
Tree Trimming Request
Detailed description:
Resident requesting additional tree trimming

Req'd date:
2018-09-24 (Request entered by: Jim Ortiz)
Req'd by:
Bruce Green
Location:
2722 Sandpiper Drive
Phone:
(714) 390-0847

Work Order Nr:
18091344
District:
0
Supervisor:
City Arborist
Employee:
Ortiz, Jim
Call back needed:
Y
Contacted date:
2018-09-20
OSHA safety concern:
N
Status:
Closed
Completion date:
2019-01-24
Inspection date:
2018-09-24
Hours:
0 Minutes: 45
Material cost:
0.00

Action taken:
9/20/18 - Contacted by resident after hours on my office phone requesting a call back - JO 9/21/18 - Contacted by resident on my office phone. Resident requested tree cut smaller to WCA tree trimming specialist. Resident did call at the time this tree was being trimmed. Wants the tree cut smaller and wants a call back - JO 9/24/18- Evaluated the 50' Canary Island Pine tree growing in a turf parkway. Tree has a slight bend in the center portion of this tree. Besides the mentioned bend. There were no other noticeable structural defects or any visible pest or disease activity present during the time that I inspected this tree. Contacted resident and he is requesting that the tree be trimmed narrower on the ends. I verbally explained the City's criteria for tree removal. Told resident that I would schedule the trimming of this tree to be narrower. I did mention that WCA can only trim so much off a tree and will trim accordingly. Resident to review trimming and might take the tree to a future PRC meeting. Resident is concerned about the mess from the pine needles - JO 12/10/18 - Tree trimmed by WCA - JO 1/24/19 - PRC Commissioners voted 4-0 to deny the tree removal request - JO

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PARKS AND RECREATION COMMISSION AGENDA REPORT

MEETING DATE: JANUARY 24, 2019

ITEM NUMBER: 10a

SUBJECT: TREE REMOVAL REQUEST - 2722 SANDPIPER DRIVE

DATE: DECEMBER 27, 2018

FROM: PUBLIC SERVICES DEPARTMENT, MAINTENANCE SERVICES DIVISION

PRESENTATION BY: BRUCE LINDEMANN, MAINTENANCE SERVICES MANAGER

FOR FURTHER INFORMATION CONTACT: JIM ORTIZ, MAINTENANCE SUPERINTENDENT
(714) 327-7490

RECOMMENDATION

Staff recommends that the Parks and Recreation Commission deny the request to remove the City owned tree growing in the public right-of-way at 2722 Sandpiper Drive as a Category 1 and evaluate the tree as a Category 2 removal.

BACKGROUND

The Maintenance Services Division was initially contacted by the applicant via telephone on September 20, 2018, and received a letter on October 23, 2018 requesting removal of the tree due to the tree dropping excessive pine needles creating sidewalk and street issues from invasive roots and the inability to park in front of the residence due to sap dripping from the tree. See Attachment 1. On September 24, 2018, the City Arborist inspected the tree and evaluated the overall health of the tree. There were no significant issues observed. The City Arborist contacted the resident on September 24, 2018 and explained the criteria for tree removal. The tree does not meet the criteria to be removed by the City at no cost to the Applicant (Category 1 – Health and Safety Removal). See Attachment 2.

A search of the City's Maintenance Services internal work order system shows that in October 2017 a request was made to have the City maintained tree trimmed. The City Arborist inspected the tree and determined that the tree did not need to be trimmed. Attachment 2.

On April 3, 2018, an additional request to have the City maintained tree trimmed. On April 4, 2018, the City Arborist evaluated the tree for trimming and determined that the tree did not need to be trimmed at that time. See Attachment #3.

ANALYSIS

The tree is Canary Island Pine tree (*Pinus canariensis*). It was found to be in good health with no apparent structural issues or diseases present. The tree is approximately forty-five feet (45') to sixty feet (60') in height with trunk diameter of twenty-four inches (24"). It is growing in a five foot (5') parkway. The tree has been maintained by the City on a consistent 3-5 year cycle and was last trimmed on December 10, 2018. See Attachment 3.

The tree is not a risk to health and safety, it is not dead, diseased or dying and does not appear to be creating any significant exposure to liability for the City. Therefore, the tree does not meet the criteria for a staff level authorization for removal, as stated in the Streetscape and Median Development Standards. The City Arborist evaluated the tree for possible relocation, but believes due to the size, low probability of success and the cost of relocating the tree, relocation is not recommended. Supplemental root pruning is recommended to alleviate the roots growing towards the sidewalk.

The Applicant has been notified of the Parks and Recreation Commission meeting and has been sent a copy of this staff report.

ALTERNATIVES CONSIDERED

1. The Commission could authorize the removal of the tree as a Category 1 – 'Health and Safety' removal with all removal and replacement costs paid for by the City and determine if replacement tree is to be planted. Staff does not recommend this option.
2. The Commission could authorize the removal and replacement of the tree, per the Streetscape and Median Development Standards, Section 4.0.2 Category 2 – Accelerated Removals, which would require the replacement of the tree with one (1) 24-inch box size tree and two (2) fifteen gallon-size trees to be planted elsewhere on City property. The applicant would pay all removal and replacement costs.

If the request 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 2 - Accelerated Removal, as the Applicant would pay all costs.

For the Commission's information, removal cost for the tree would be \$500.40. The replanting costs for the mitigation trees (1 – 24" box size and 2 – 15-gallon container size) would be \$443.50. Costs are based on current City contract prices. The total cost for removal and replacement would be \$943.90.

The value of the tree is estimated to be \$14,740.00

LEGAL REVIEW

No legal review is required for this item.

CONCLUSION

The City-owned tree that has been requested to be removed at the City's expense is located in the public right-of-way at 2722 Sandpiper Drive. The tree is in good condition, has been maintained appropriately on a regular schedule, and does not meet the criteria for a Category 1- Health and Safety Removal. Therefore, it is recommended that the Commission deny the request to remove the tree and evaluate the tree for Category 2 removal.



BRUCE LINDEMANN
Maintenance Services Manager



RAJA/SETHURAMAN
Public Services Director

- ATTACHMENTS:
1. Letter from Applicant and Photographs
 2. Maintenance Work Order
 3. Arbor Access Tree Information
 4. Arborist Photographs

C: Bruce Green
2722 Sandpiper Drive
Costa Mesa, CA 92626

ATTACHMENT #1

October 23, 2018

Mr. Jim Ortiz
Maintenance SuperIntendent/Certified Arborist
City of Costa Mesa

Dear Mr. Ortiz,

As discussed by phone, I have recently purchased and moved into a single story house and property at 2722 Sandpiper Dr on June 1st after living in La Habra for over 40 years. Our new home is very close to where our 3 children live, and we help our kids by watching our 3 new grandchildren when they need help. My wife and I are both retired, I am 65, and my wife is 64 years old.

Our original plan was to buy this house and live there for the rest of our lives, but this may need to be re-evaluated after the meeting with the commissioners. I clearly underestimated the maintenance required to clean up the pine needles, pine cones, & sap from the city owned pine tree in our parkway.

My pine tree was trimmed in early June '18 and at the time of trimming, I asked the trimmers to cut it back 'similar to my next door neighbor's tree' but they refused, saying "call the city".

In September, after cleaning up the pine's debris on a daily basis for 4 months, I called you and asked what could be done, ie; another trimming, which you agreed to. I later called back to request that the tree be removed, that my Quality of Life was being impacted by this tree and the daily maintenance required, and hence the reason I am writing this letter.

As reference, my neighbor's pine and my pine are the only pines remaining on the east side of Sandpiper Drive. My neighbor told me he asked for his pine to be removed also, but that you offered additional trimming instead. Please note that his tree is now approx 75% smaller in volume (area), (see Photo 4) or google maps is even better) yet the same height as my tree. Wind direction is very important, as the winds blow primarily from the south west meaning everything falling out of the tree comes directly on to my front yard, planters, inside of shrubbery, driveway, roof of house, side of house, into the courtyard area, and rain gutters. Keeping the property clean and nice on a daily basis, takes 1-2 hrs per day devoted to the pine. The amount of work largely depends on the on the winds.. All the other 6 pine trees on Sandpiper are on the west side of the street, meaning the debris from those trees is blown into the street, and not onto the resident's properties.

Additionally, three other issues are 1) the sidewalk lifting in two places, and 2) the asphalt street beginning to crack in two places and lift from the root system and 3) Sap dripping - cars are unable to park in front of my house because of the sap oozing from the pine tree. I've had to spend hundreds of dollars to have my cars detailed to remove the sap, forever damaging the clear-coat paint on my \$50,000 Acura MDX.

My strong hope is that you will agree to remove this pine, grind the stump, and plant another beautiful tree in the parkway. If you agree, I will pay the difference for the larger box tree as we discussed.

Respectfully,

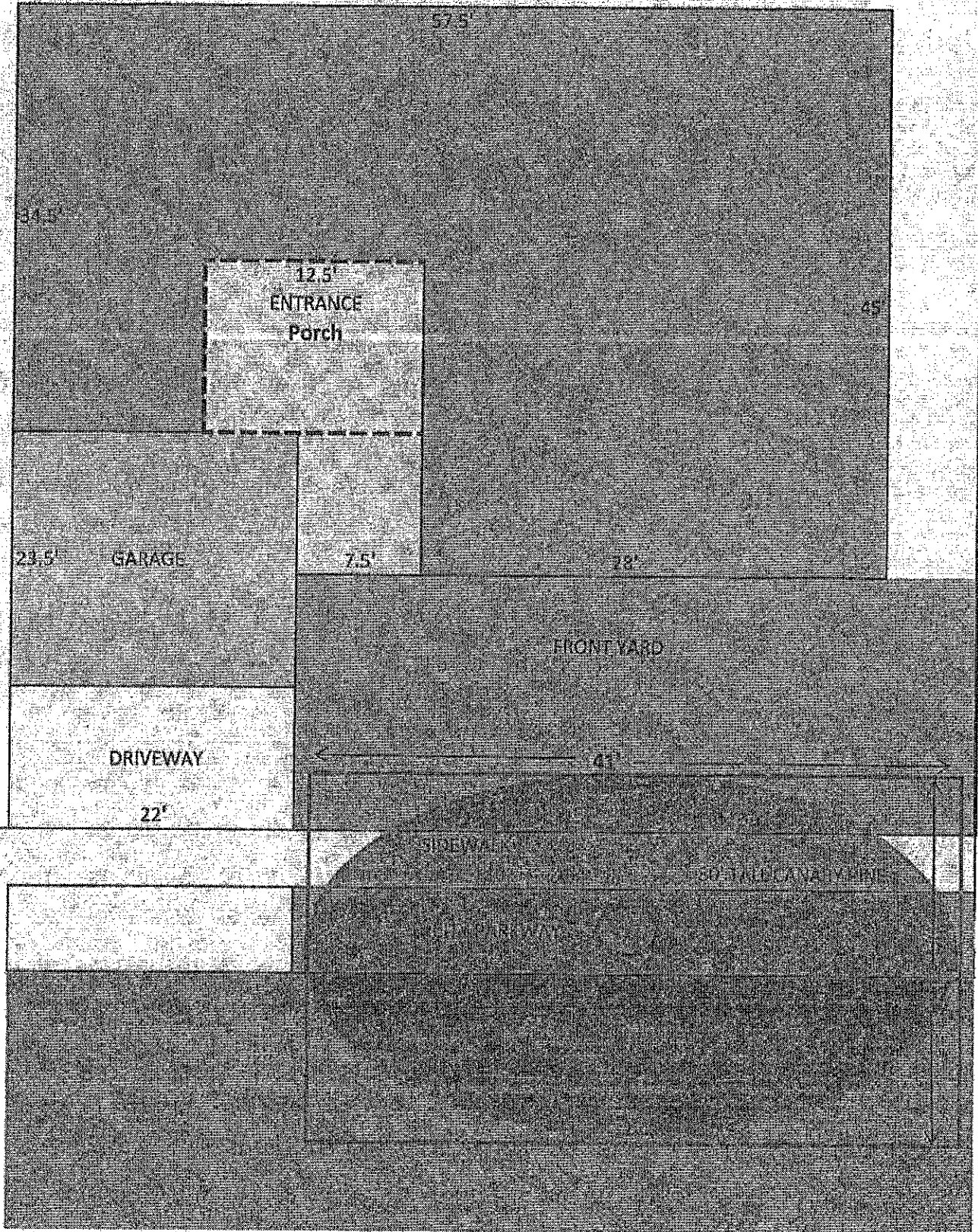
Bruce Green
2722 Sandpiper Dr, Costa Mesa, CA 92626
Email: bgandpg@sbcglobal.net
Phone: 714 390-0847
Attachment 1: City Tract Diagram
Attachment 2: Property Diagram of 2722 Sandpiper Drive
Attachment 3: Photo of My Pine vs Neighbor's Pine

(4)

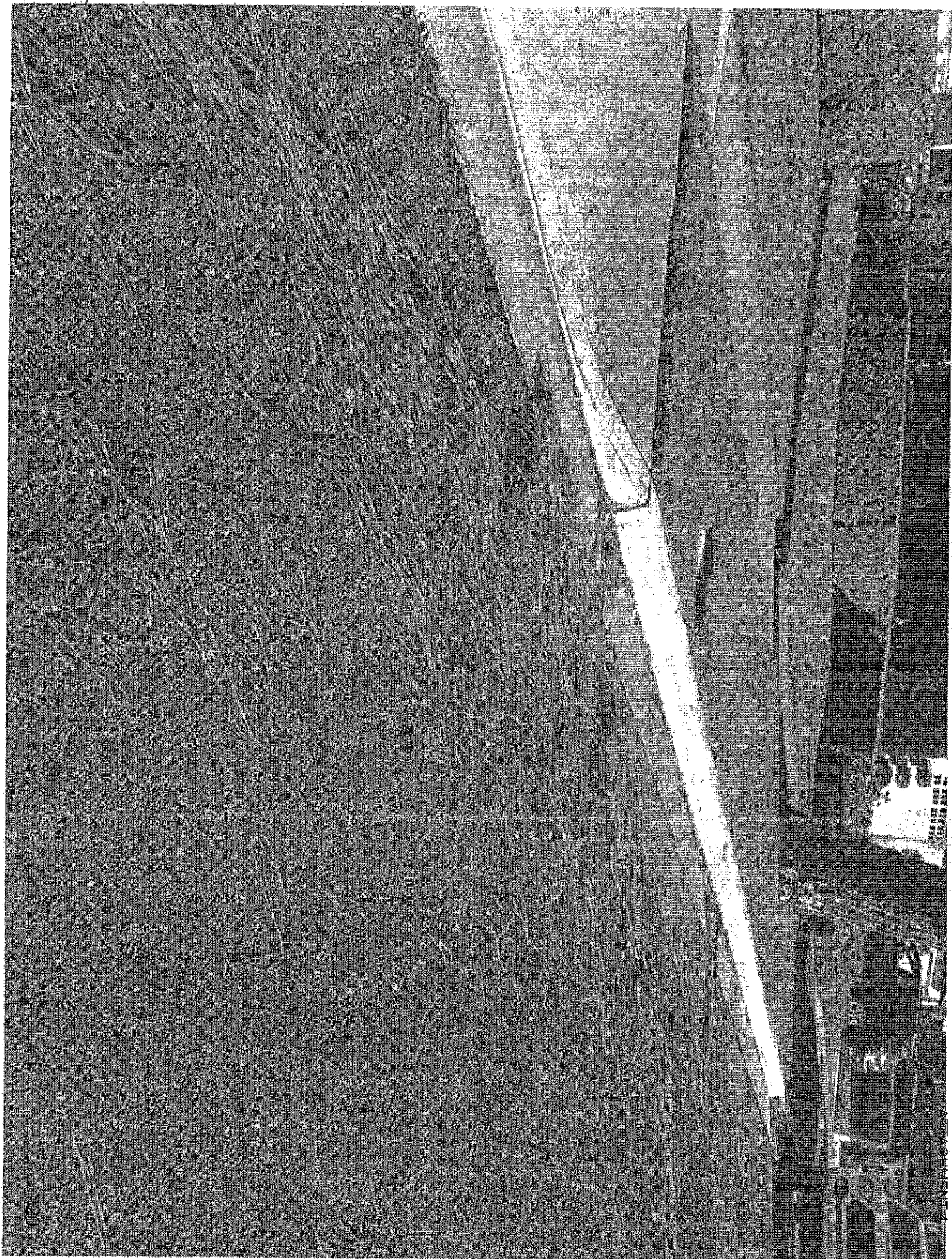
17

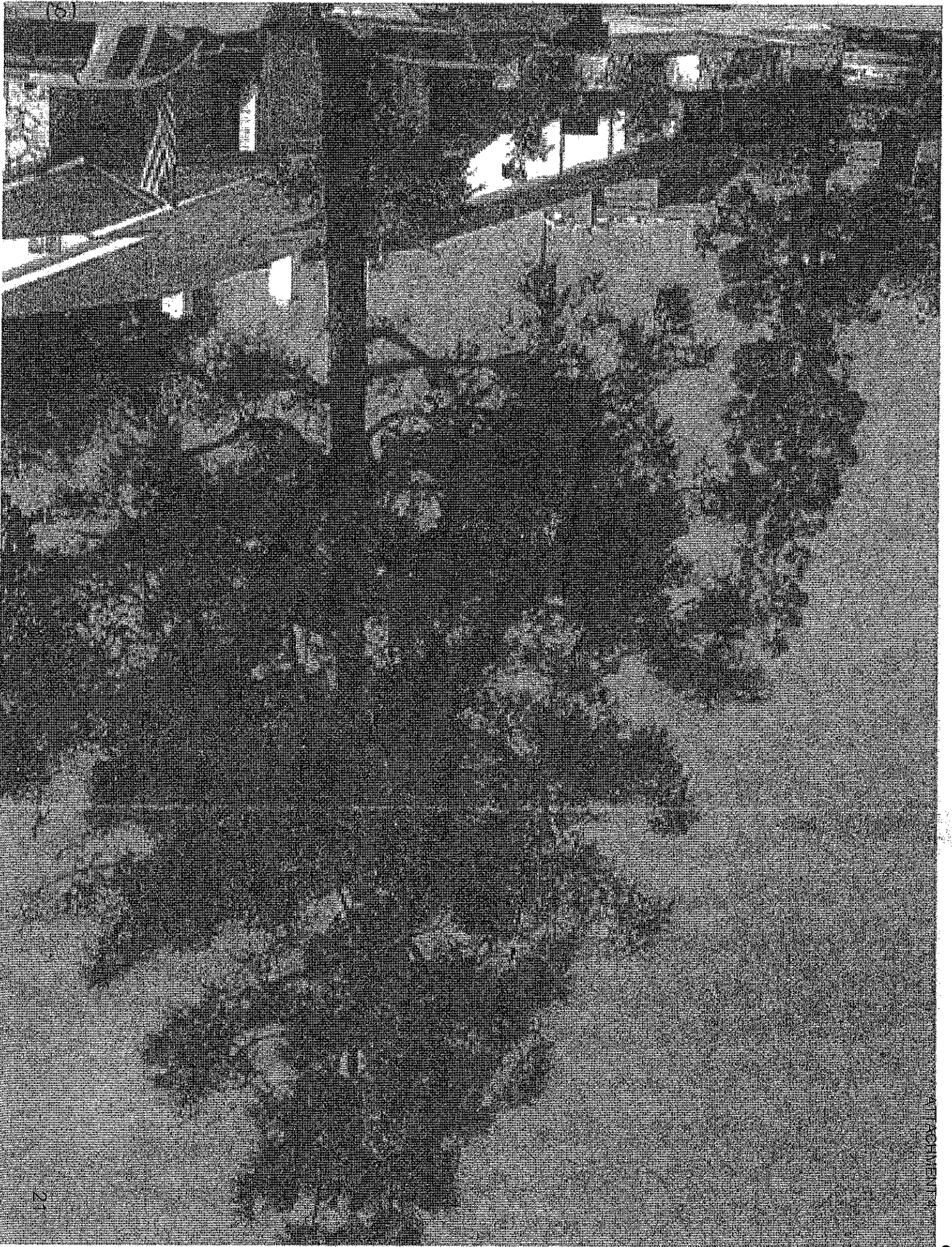
- Attachment 4: Photo of subject pine vs neighbor's pine
- Attachment 5: Photos of pine needles
- Attachment 6: Photo of sidewalk lifting/cracking
- Attachment 7: Photo of street lifting/cracking

2722 SANDPIPER DRIVE
PROPERTY DIAGRAM



(6)

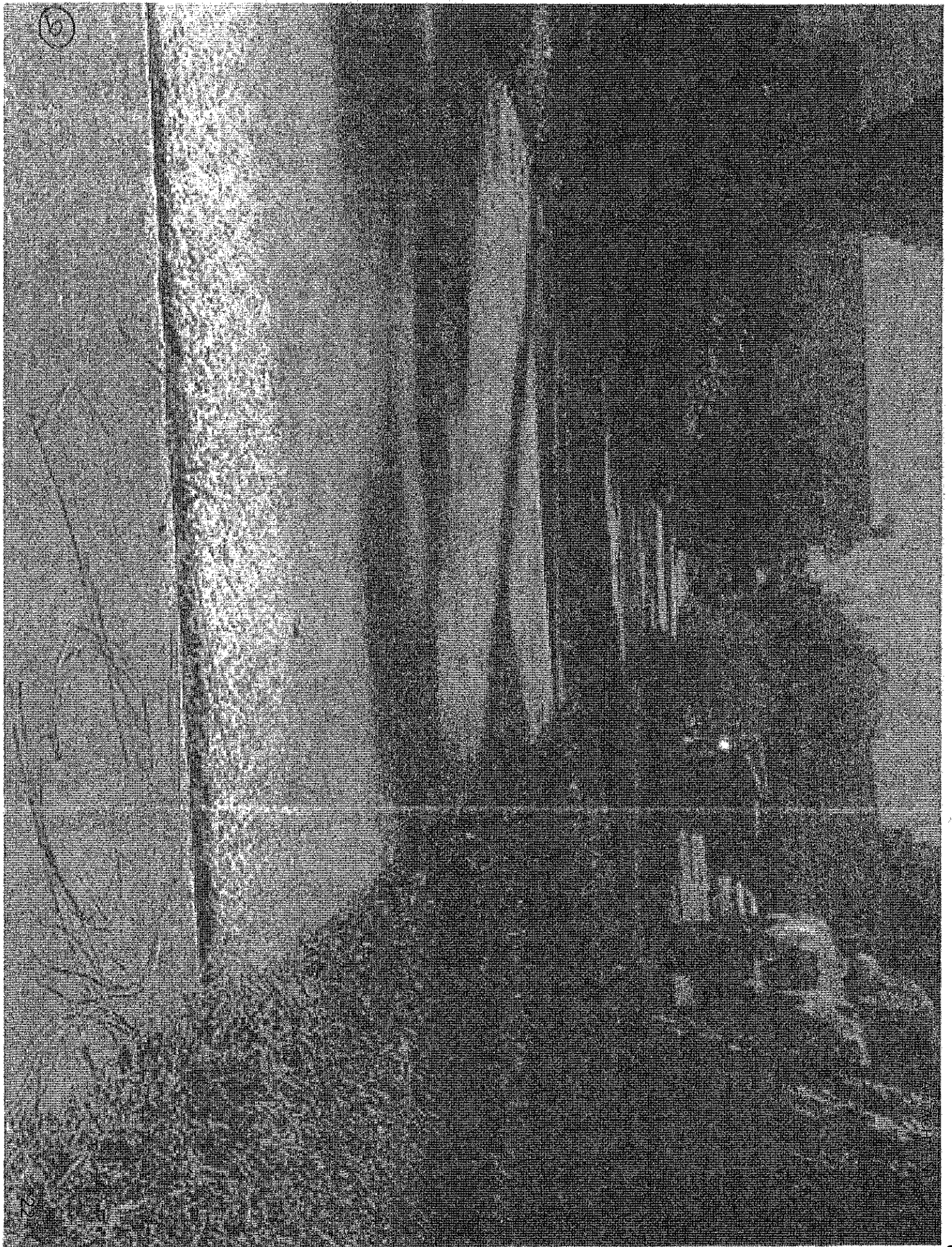


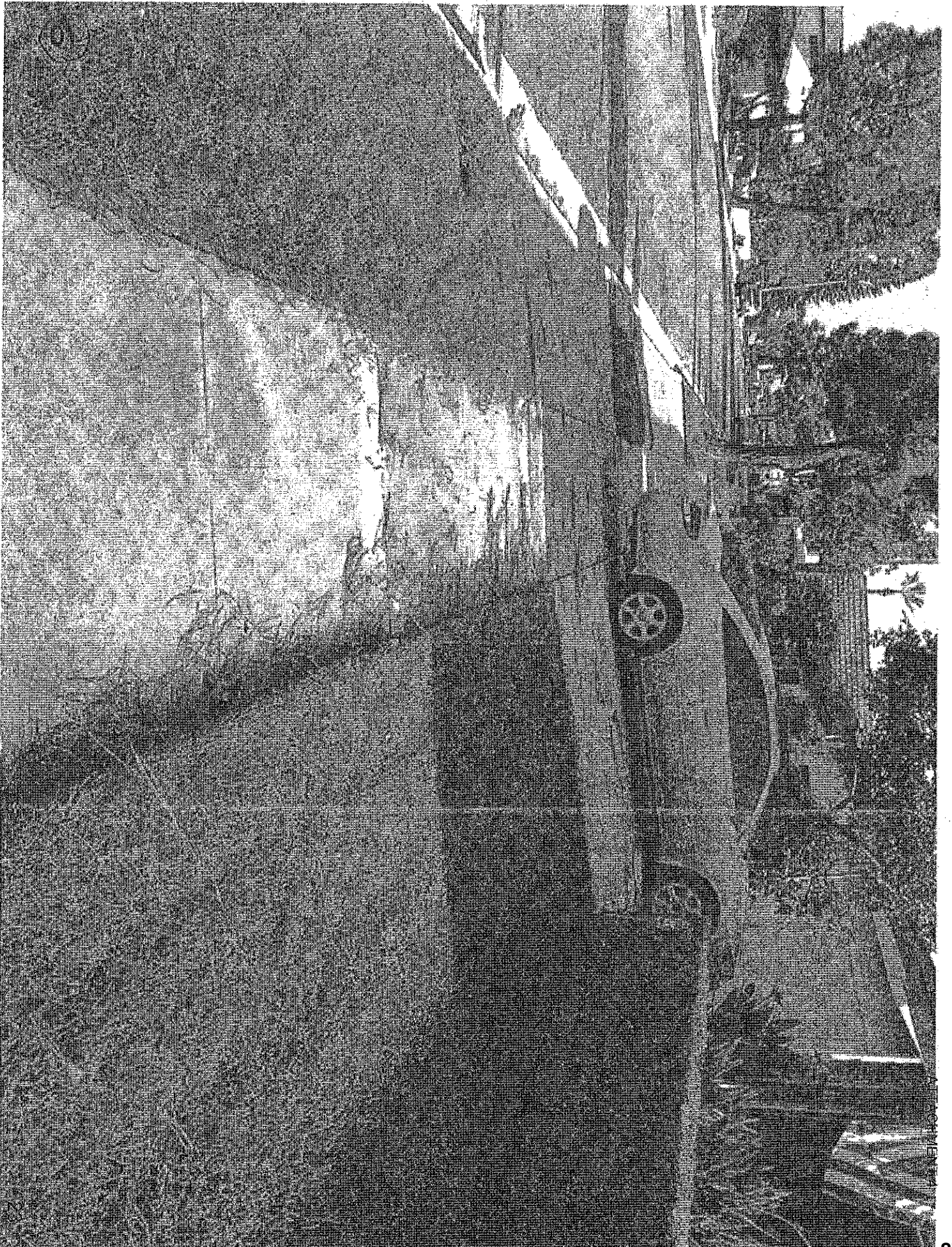


21

ATTACHMENT 2

(6)







Subject:
Trimming of 3 pine trees along street.
Detailed description:
Requesting trimming of pine trees at 2722, 2725 and 2729 Sandpiper Drive.

Req'd date:
2017-10-16 (Request entered by: MStueve)
Req'd by:
Garrett Brown
Location:
2722 Sandpiper Drive
Phone:
213-448-8183

Work Order Nr:
17101548
District:
0
Supervisor:
City Arborist
Employee:
Ortiz, Jim
Call back needed:
Y
Contacted date:
2017-10-16
OSHA safety concern:
N
Status:
Closed
Completion date:
2017-10-18
Inspection date:
2017-10-18
Hours:
0 Minutes: 30
Material cost:
0.00

Action taken:
10/18/17 - Evaluated all three (3) Canary Island Pine Trees. The trees at 2722 and 2725 Sandpiper were last trimmed on 11/5/15 and do not need to be trimmed. The tree at 2729 Sandpiper was last trimmed on 5/3/12 and needs to be trimmed. All three (3) trees did not show any visible signs of any structural defects or any active pest or diseases present during the time that I inspected the pine trees. contacted resident @ 2:21 pm and left a message asking the resident to call me back - JO

Subject:
Resident Requesting Tree Trimming
Detailed description:
Resident states that the tree needs to be trimmed due to the tree being messy.

Req'd date:
2018-04-03 (Request entered by: Jim Ortiz)
Req'd by:
Bruce Green
Location:
2722 Sandpiper Drive
Phone:
(714) 390-0847

Work Order Nr:
18040419
District:
16
Supervisor:
City Arborist
Employee:
Ortiz, Jim
Call back needed:
N
Contacted date:
2018-04-02
OSHA safety concern:
N
Status:
Closed
Completion date:
2018-06-07
Inspection date:
2018-04-04
Hours:
0 Minutes: 40
Material cost:
0.00

Action taken:
4/3/18 - Reviewed Arbor Access and Google Maps. Contacted resident and informed him that the tree is scheduled to be trimmed in this year's budget. However, the Contractor is behind and the tree might be trimmed in July or August of this year - JO
4/4/18 - Evaluated the 40' Canary Island Pine Tree growing in a turf parkway. There were no visible structural defects or any active pest or disease activity present during the time that I inspected the tree. Tree does not need to be trimmed immediately and can wait until that district is trimmed - JO
6/7/18 - Tree trimmed by WCA - JO

Costa Maintenance©2006 - 2018- City of Costa Mesa

Subject:
Tree Trimming Request
Detailed description:
Resident requesting additional tree trimming

Req'd date:
2018-09-24 (Request entered by: Jim Ortiz)
Req'd by:
Bruce Green
Location:
2722 Sandpiper Drive
Phone:
(714) 390-0847

Work Order Nr:
18091344
District:
0
Supervisor:
City Arborist
Employee:
Ortiz, Jim
Call back needed:
Y
Contacted date:
2018-09-20
OSHA safety concern:
N
Status:
In Progress
Completion date:
0000-00-00
Inspection date:
2018-09-24
Hours:
0 Minutes: 30
Material cost:
0.00

Action taken:
9/20/18 - Contacted by resident after hours on my office phone requesting a call back - JO 9/21/18 - Contacted by resident on my office phone. Resident requested tree cut smaller to WCA tree trimming specialist. Resident did call at the time this tree was being trimmed. Wants the tree cut smaller and wants a call back - JO 9/24/18 - Evaluated the 50' Canary Island Pine tree growing in a turf parkway. Tree has a slight bend in the center portion of this tree. Besides the mentioned bend. There were no other noticeable structural defects or any visible pest or disease activity present during the time that I inspected this tree. Contacted resident and he is requesting that the tree be trimmed narrower on the ends. I verbally explained the City's criteria for tree removal. Told resident that I would schedule the trimming of this tree to be narrower. I did mention that WCA can only trim so much off a tree and will trim accordingly. Resident to review trimming and might take the tree to a future PRC meeting. Resident is concerned about the mess from the pine needles - JO 12/10/18 - Tree trimmed by WCA - JO

14

ATTACHMENT #3

Site Detail (33.669502626488,-117.94445644855)(WCA InventoryID: 1957819)						
District	Address	Location	Species	DBH	Height	
16	2722 SANDPIPER DR	Front-1	<i>Pinus canariensis</i> CANARY ISLAND PINE	25-30	45-60	
Maintenance	Condition	Est. Value	Utility	Parkway	PSHB	
Grid/Routine Trim	Good	\$14,740	No	5		
Priority	Valid	PW Type				
N/A	Yes	Parkway				

Crew	Date	Work Type / Comments	Job # / Acct #	Amount
WCA	12/10/2018	Prune Backup - Crew	46548	Hourly
WCA	06/07/2018	Work Already Performed	39725	Inspection
WCA	06/06/2018	Prune Backup - Crew	39725	Hourly
WCA	11/05/2015	Prune Backup - Crew	31556	Hourly
WCA	04/10/2009	Grid Pruning	12656	\$46.60
WCA	01/15/2007	Grid Pruning	9754	\$41.50
WCA	03/31/2004	Grid Trimming	6173	\$41.50
WCA	05/10/2001	Grid Trimming	3569	\$40.10

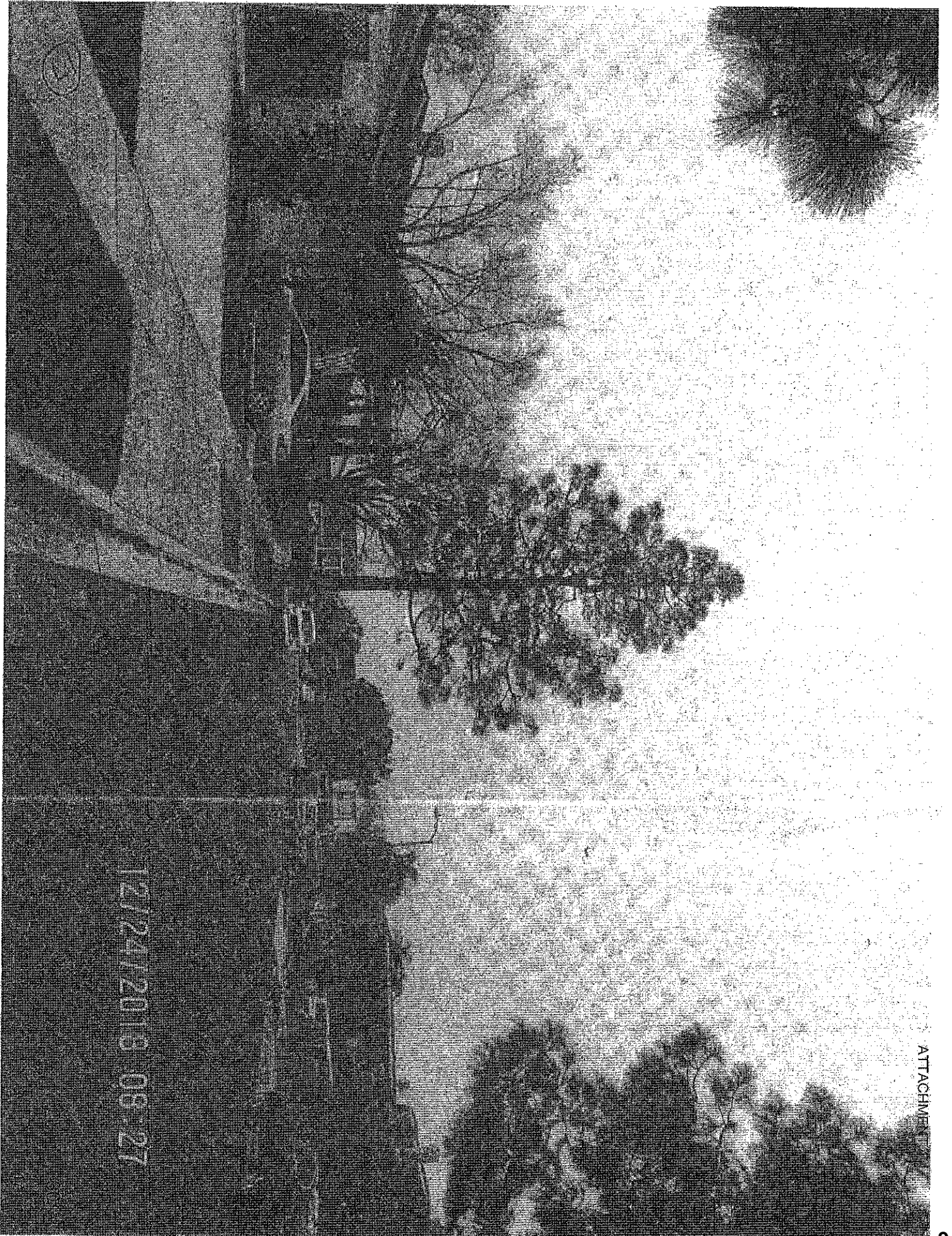
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12/24/2018 08

ATTACHMENT #4

16 29





19

12/24/2018 08:26

THE CITY OF COSTA MESA
MEETING OF THE PARKS AND RECREATION COMMISSION
JANUARY 24, 2019; 6:00 P.M.

1. **Call to Order:** The Parks and Recreation Commission meeting was called to order by Chair McNabb at 6:00 p.m. on January 24, 2019 at the Costa Mesa Senior Center, 695 W. 19th Street, Costa Mesa, California.
2. **Pledge of Allegiance:** Commissioner Bogner
3. **Roll Call**

Present: Chair McNabb, Commissioner Bogner, Commissioner Erickson, Commissioner Ersoylu

Absent: None

Staff Present: Bruce Lindemann, Maintenance Services Manager; Yvette Aguilar, Recreation Manager; Marianna Peña, Recreation Coordinator; Jim Ortiz, Maintenance Superintendent; Allison Burch, Executive Secretary

4. **Approval of the Minutes of the Special November 29, 2018 Meeting of the PRC**

MOTION/SECOND: Chair McNabb moves to approve the minutes/Seconded by Commissioner Bogner. The motion carried by the following roll call vote:

Ayes: Chair McNabb, Commissioner Bogner, Commissioner Erickson

Nays: None

Absent: None

Abstain: Commissioner Ersoylu

Motion Carried: 3-0-1

5. **Public Comments**

Chair McNabb closed Public Comments.

6. **Commissioner Comments**

Chair McNabb – Spoke about the recent rain benefiting Costa Mesa and of the Fire Department's recent "Barn Push" ceremony; thanked staff for the winter special events and high-level customer service; and congratulated Priceless Pet Rescue for their successful grand opening in Costa Mesa.

Commissioner Bogner – Encouraged the community to attend the community open house meeting for addressing homelessness in Costa Mesa; reminded the public of the rescheduled Diégo Sepulveda Adobe plaque dedication event; thanked Chair McNabb for giving her the opportunity to attend Fairview Park Steering Committee meetings; and spoke about the partnership between the Fairview Park Steering Committee and the Newport Mesa Unified School District.

Commissioner Erickson – Spoke about attending the afternoon tea event hosted by the Orange County Museum of Art and thanked all volunteers for assisting in the Point-in-Time homeless count.

Commissioner Ersoylu – Thanked staff and local advocates; and announced the end of her term as a Parks and Recreation Commissioner, as her term is expiring.

7. Consent Calendar

- a) Instructional Class Proposals
- b) Donation of a Memorial Plaque at Estancia Park

MOTION/SECOND: Chair McNabb moves to approve the Consent Calendar/Seconded by Commissioner Erickson. The motion carried by the following roll call vote:

Ayes: Chair McNabb, Commissioner Bogner, Commissioner Erickson, Commissioner Ersoylu

Nays: None

Absent: None

Abstain: None

Motion Carried: 4-0

Chair McNabb acknowledged the memorial plaque applicant and provided an opportunity for him to say a few words.

8. Presentation

- a) 2018 Senior Center Programs & Services Review

Ms. Marianna Peña presents.

Commissioner Bogner asked what the minimum age for membership is.

Commissioner Erickson asked for more information regarding the intergenerational events.

Chair McNabb asked how often flu vaccines are offered at the Senior Center.

9. Old Business

No Items

10. New Business

- a) Tree Removal Request – 2722 Sandpiper Drive

Mr. Jim Ortiz presents report.

Public Comments:

Resident: Spoke in favor of the tree removal request.

Chair McNabb closed Public Comments.

Commissioner Bogner spoke about her inclination to deny the tree removal request and suggested the resident use a sap remover when necessary.

Commissioner Erickson asked for clarification regarding the height of the tree.

Commissioner Ersoylu asked for clarification regarding the age of the existing tree and the age of the tree that would replace it if it were approved to be removed.

Chair McNabb asked for clarification regarding the value of the tree.

MOTION/SECOND: Commissioner Ersoylu moves to deny the tree removal request/Seconded by Commissioner Erickson. The motion carried by the following roll call vote:

Ayes: Chair McNabb, Commissioner Bogner, Commissioner Erickson, Commissioner Ersoylu

Nays: None

Absent: None

Abstain: None

Motion Carried: 4-0

Chair McNabb informed the applicant that he is able to reapply for a tree removal in one year.

b) Tree Removal Request – 3117 Killarney Lane

Mr. Jim Ortiz presents report.

Public Comments:

Resident 1: Spoke in favor of the tree removal request.

Resident 2: Spoke in favor of the tree removal request.

Chair McNabb closed Public Comments.

Commissioner Erickson asked staff if there was a way to suppress the tree pod droppings.

Commissioner Ersoylu asked how often the tree had been pruned and how often the tree blossoms.

Chair McNabb asked for clarification regarding the value of the tree.

Commissioner Bogner asked staff if there are records of other resident's concerns and if there are any recommendations for the residents while waiting for results from injecting the tree.

Commissioner Ersoylu asked the residents about the tree at the time of the property purchase.

MOTION/SECOND: Commissioner Erickson moves to deny the tree removal request with the stipulation that the City Arborist work with the resident to provide maintenance to the tree in order to lessen the effect of the droppings/Seconded by Chair McNabb. The motion carried by the following roll call vote:

Ayes: Chair McNabb, Commissioner Bogner, Commissioner Erickson, Commissioner Ersoylu

Nays: None

Absent: None

Abstain: None

Motion Carried: 4-0

c) Tree Removal Request – 3084 Murray Lane

Mr. Jim Ortiz presents report.

Public Comments:

None.

Chair McNabb closed Public Comments.

MOTION/SECOND: Chair McNabb moves to deny the tree removal request/Seconded by Commissioner Ersoylu. The motion carried by the following roll call vote:

Ayes: Chair McNabb, Commissioner Bogner, Commissioner Erickson, Commissioner Ersoylu

Nays: None

Absent: None

Abstain: None

Motion Carried: 4-0

11. Maintenance Manager's Report

Item pulled from the agenda.

12. Parks and Community Services Director's Report

Ms. Yvette Aguilar presents report.

Commissioner Ersoylu gave suggestions regarding the youth basketball and cheer program.

Commissioner Erickson asked for clarification regarding the clean-up events happening in the spring.

13. Adjournment

The meeting was adjourned by Chair McNabb at 7:01p.m.

**The Next Regular Meeting of the Parks and Recreation Commission
is on Thursday, February 28, 2019**



Prepared by Allison Burch
PRC Secretary

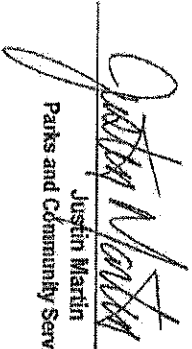


Submitted by Justin Martin
Parks and Community Services Director

PARKS AND RECREATION COMMISSION
COSTA MESA SENIOR CENTER, 695 W. 19th Street
JANUARY 24, 2019
MEETING ACTION MINUTES

	Staff Recommendation	Action Minutes
3. Roll Call		Chair McNabb: Present Commissioner Bogner: Present Commissioner Erickson: Present Commissioner Ersoylu: Present
5. Approval of the Minutes of the November 29, 2018 Special Meeting of the PRC		MOTION/SECOND: Chair McNabb moves to approve the minutes/Seconded by Commissioner Bogner. The motion carried by the following roll call vote: Ayes: Chair McNabb, Commissioner Bogner, Commissioner Erickson Nays: None Absent: None Abstain: Commissioner Ersoylu Motion Carried: 3-0-1
7. Consent Calendar	Approve	MOTION/SECOND: Chair McNabb moves to approve the Consent Calendar/Seconded by Commissioner Erickson. The motion carried by the following roll call vote: Ayes: Chair McNabb, Commissioner Bogner, Commissioner Erickson, Commissioner Ersoylu Nays: None Absent: None Abstain: None Motion Carried: 4-0
10. New Business	Deny	MOTION/SECOND: Commissioner Ersoylu moves to deny the tree removal request/Seconded by Commissioner Erickson. The motion carried by the following roll call vote: Ayes: Chair McNabb, Commissioner Bogner, Commissioner Erickson, Commissioner Ersoylu Nays: None Absent: None Abstain: None Motion Carried: 4-0

<p>b) Tree Removal Request – 3117 Killarney Lane</p>	<p>Deny</p>	<p>MOTION/SECOND: Commissioner Erickson moves to deny the tree removal request with the stipulation that the City Arborist work with the resident to provide maintenance to the tree in order to lessen the effect of the droppings/Seconded by Chair McNabb. The motion carried by the following roll call vote: Ayes: Chair McNabb, Commissioner Bogner, Commissioner Erickson, Commissioner Ersoylyu Nays: None Absent: None Abstain: None Motion Carried: 4-0</p>
<p>c) Tree Removal Request – 3084 Murray Lane</p>	<p>Deny</p>	<p>MOTION/SECOND: Chair McNabb moves to deny the tree removal request/Seconded by Commissioner Ersoylyu. The motion carried by the following roll call vote: Ayes: Chair McNabb, Commissioner Bogner, Commissioner Erickson, Commissioner Ersoylyu Nays: None Absent: None Abstain: None Motion Carried: 4-0</p>


 Justin Martin
 Parks and Community Services Director

3/7/19
 Date

Site Detail (33.669502626488,-117.94445644855)(WCA InventoryID: 1957819)					
District	Address	Location	Species	DBH	Height
16	2722 SANDPIPER DR	Front-1	<i>Pinus canariensis</i> CANARY ISLAND PINE	25-30	45-60
Maintenance	Condition	Est. Value	Utility	Parkway	PSHB
Grid/Routine Trim	Good	\$14,740	No	5	
Priority	Valid	PW Type			
N/A	Yes	Parkway			
Crew	Date	Work Type / Comments	Job # / Acct #	Invoice#	Amount
WCA	12/10/2018	Prune Backup - Crew	46548	143341	Hourly
WCA	06/07/2018	Work Already Performed	39725	137571	Inspection
WCA	06/06/2018	Prune Backup - Crew	39725	137571	Hourly
WCA	11/05/2015	Prune Backup - Crew	31556	110572	Hourly
WCA	04/10/2009	Grid Pruning	12656	58534	\$46.60
WCA	01/15/2007	Grid Pruning	9754	45292	\$41.50
WCA	03/31/2004	Grid Trimming	6173	31828	\$41.50
WCA	05/10/2001	Grid Trimming	3569		\$40.10

Subject:
Roots uplifting the asphalt
Detailed description:
Roots uplifting the asphalt

Req'd date:
2021-10-14 (Request entered by: Juan)
Req'd by:
Juan Santos
Location:
2722 Sandpiper
Phone:

Work Order Nr:
21101859
District:
0
Supervisor:
Street Section
Employee:
Carpenter, Brendan
Call back needed:
N
Contacted date:
2021-10-06
OSHA safety concern:
N
Status:
Closed
Completion date:
2021-10-13
Inspection date:
2021-10-07
Hours:
4 Minutes: 0
Material cost:
0.00

Action taken:
Resident reporting city tree roots is uplifting the asphalt on the street. On 10/13/21, Staff performed a dig-out. Staff removed the affected area and placed some new hot asphalt. Photos taken before and after.

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 Samueli 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

Site Detail (33.669502626488,-117.94445644855)(WCA InventoryID: 1957819)

District	Address	Location	Species	DBH	Height
16	2722 SANDPIPER DR	Front-1	<i>Pinus canariensis</i> CANARY ISLAND PINE	25-30	45-60

Maintenance	Condition	Est. Value	Utility	Parkway	PSHB
Grid/Routine Trim	Good	\$14,740	No	5	
Priority	Valid	PW Type			
N/A	Yes	Parkway			

Crew	Date	Work Type / Comments	Job # / Acct #	Invoice#	Amount
WCA	12/10/2018	Prune Backup - Crew	46548	143341	Hourly
WCA	06/07/2018	Work Already Performed	39725	137571	Inspection
WCA	06/06/2018	Prune Backup - Crew	39725	137571	Hourly
WCA	11/05/2015	Prune Backup - Crew	31556	110572	Hourly
WCA	04/10/2009	Grid Pruning	12656	58534	\$46.60
WCA	01/15/2007	Grid Pruning	9754	45292	\$41.50
WCA	03/31/2004	Grid Trimming	6173	31828	\$41.50
WCA	05/10/2001	Grid Trimming	3569		\$40.10



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 23-1169

Meeting Date: 4/13/2023

TITLE:

COMMUNITY GARDENS UPDATE

DEPARTMENT: PARKS AND COMMUNITY SERVICES

PRESENTED BY: ASHLEY THOMAS, SENIOR RECREATION SUPERVISOR

CONTACT INFORMATION: ASHLEY THOMAS, SENIOR RECREATION SUPERVISOR (714)
754-5009

RECOMMENDATION:

It is the recommendation of staff that the Parks and Community Services Commission:

1. Receive and file this update on the Community Garden program and;
2. Provide feedback on additional garden plots at the Del Mar Garden location.



Agenda Report

File #: 23-1169

Meeting Date: 4/13/23

TITLE: COMMUNITY GARDENS UPDATE

DEPARTMENT: PARKS AND COMMUNITY SERVICES

PRESENTED BY: ASHLEY THOMAS, SENIOR RECREATION SUPERVISOR

**CONTACT INFORMATION: ASHLEY THOMAS, SENIOR RECREATION SUPERVISOR
(714) 754-5009**

RECOMMENDATION:

It is the recommendation of staff that the Parks and Community Services Commission:

1. Receive and file this update on the Community Garden program and;
2. Provide feedback on additional garden plots at the Del Mar Garden location.

BACKGROUND:

The City of Costa Mesa has two (2) community gardens, the Del Mar Community Garden on Del Mar Avenue, and the Hamilton Community Garden on Hamilton Street. Between the two garden locations there are 99 parcels total. The Del Mar Community Garden has been in existence for over 20 years and has 57 garden parcels approximately 13 feet wide by 15 feet long. The Hamilton Community Garden was established in 2004 and has 42 parcels of the same dimensions. The parcels are rented by residents to grow vegetables, fruits, flowers and plants for their consumption and use.

The annual cost to rent a parcel is \$60, plus a one-time \$20 key deposit and a \$100 clean-up deposit. Each calendar year, gardeners pay the annual fee and sign an acknowledgement that they have read and will abide by the current Community Garden Rules and Agreement (Attachment 1). In November, staff prepares renewal packets that are sent to all gardeners. If the parcel is not renewed by the December deadline date, the parcel will be assigned to the next person on the waitlist. Currently, Del Mar Community Garden has an average two-year waitlist with 75-80 names and Hamilton Community Garden has an average nine-month waitlist with 40-45 names.

The Community Gardens were designated by the City as a self-governed entity monitored by the Parks & Community Services Department, with support provided by one (1) City part-time employee. This staff member is responsible for oversight of the gardens, including on site communication with gardeners, ensuring trash is picked up and portable restrooms are cleaned, and monitoring the tools, equipment, and water in use at the gardens.

ANALYSIS:

On an annual basis, staff explore opportunities to maintain and enhance the gardens. This year staff performed a major clean-up, disposing of items in the common area deemed unsafe or unclaimed by current gardeners. Additionally, they purchased and installed new heavy-duty metal garden hose holders to better organize the shared hoses.

As indicated by the more than 100 interested residents on the waitlist, there is a high demand for parcel space. Staff researched viable options to increase the number of available parcels within both community gardens. Unfortunately the Hamilton Garden is fully maximized, but there is an opportunity at the Del Mar Garden to increase the number of parcels. Staff are planning to install twelve (12) new elevated garden beds (6' L x 2' W x 2.5' H) along the exterior walls of the north and west side. These beds are raised which can allow access to a variety of potential gardens. And while this doesn't solve the waiting list issue, it is still a positive use of that space and an opportunity that doesn't currently exist.

In addition to these parcels, staff evaluated the area nearest to Del Mar Avenue. This is a large space that currently holds mulch and tools. It has not previously been developed as garden parcels as there are two large shade trees that cover the area with shade most of the day. Shaded areas traditionally do not serve as successful garden parcels, as evidenced by the back corner of the Del Mar garden that has had the same issues.

Staff have also evaluated the installation of windscreen on the chain link fencing along Del Mar Avenue. This would provide more privacy to the gardens and a consistent appearance along Del Mar Avenue. In preparation for this meeting, staff notified all current gardeners including those on the wait list to attend the meeting to share any thoughts, commendations, or concerns regarding either the Del Mar Community Garden or the Hamilton Community Garden.

ALTERNATIVES:

The alternative would be to not install the raised garden beds at Del Mar Community Gardens.

FISCAL REVIEW:

Funds for the raised garden beds and windscreen are available in the current fiscal year budget.

LEGAL REVIEW:

There is no legal review required for this report.

CONCLUSION:

It is the recommendation of staff that the Parks and Community Services Commission:

1. Receive and file this update on the Community Garden program and;
2. Provide feedback on additional garden plots at the Del Mar Garden location.



COMMUNITY GARDEN RULES AND AGREEMENTS

General Contact Information:

City Hall: Monday – Thursday, between 8:00am to 4:30pm
(714) 754-5300
CMgardens@costamesaca.gov

Garden Locations and Hours

Del Mar 170 Del Mar Avenue
Hamilton 532 Hamilton Avenue

Garden Hours

*Monday - Saturday, 8:00 a.m. to dusk; Sunday, 9:00 a.m. to dusk.
Motorized equipment cannot be used before 9:00 a.m. on Saturday and 11:00 a.m. on Sunday.*

I. INTRODUCTION

The City of Costa Mesa has established an area for a Community Garden on property owned by the City at the addresses noted above. The Community Garden will be divided into parcels in an area of approximately 13 feet by 15 feet. Gardeners entering into this agreement are subject to the terms and conditions herein contained. Violation of this agreement and/or Community Garden Rules shall be grounds for termination of privileges afforded to the Gardener by this Agreement.

II. GARDEN PURPOSE

The Community Garden Program has been developed to provide gardeners the opportunity to actively grow food, flowers, and plants for personal enjoyment.

III. ELIGIBILITY REQUIREMENTS

A. To become a member and maintain membership, you must:

1. Maintain *current* residency of the City of Costa Mesa. Business addresses and post office boxes are not accepted. Proof of residency must be provided at the time of application and upon annual renewal. Acceptable forms of verification are:
 - i. California driver’s license, California identification card, AND
 - ii. A current utility bill (within 60 days of application or renewal) with a Costa Mesa address. Acceptable utility bills include: gas, water, electricity, or refuse.
2. Sign a Community Garden Agreement and abide by the current Rules and Agreements of the Costa Mesa Community Gardens.
3. Be assigned a parcel and actively garden the parcel (refer to sections IV, V, VI).
4. Perform a minimum of four (4) hours of community service at the Community Gardens annually (refer to section VII).
5. Remain current with dues and fees (refer to section XIII).

B. Special Notes Regarding Membership

1. Parcels will be assigned by Parks and Community Services Department staff.
2. There is a limit of one (1) garden parcel per Costa Mesa household address per person.
3. The City may assign parcels to community/charitable organizations as appropriate.



COMMUNITY GARDEN RULES AND AGREEMENTS

4. Gardeners are not permitted to sell, transfer, or sublet their assigned parcel to another person.
5. Each member shall keep the City notified of his/her most current contact information, including address, telephone number, and email address. Any correspondence mailed or emailed to the members' address on file (physical or email) is considered delivered. Gardeners that move outside Costa Mesa may not renew the following renewal period, forfeiting their parcel.
6. Upon the death of a member, the spouse or partner at the same address only (no exceptions) may take over the parcel and becomes a member in their own right.

IV. MEMBER CODE CONDUCT

A. Members shall:

1. Abide by all hours of operation. Garden Hours: Monday - Saturday, 8:00 a.m. to dusk; Sunday, 9:00 a.m. to dusk. Motorized equipment cannot be used before 9:00 a.m. on Saturday and 11:00 a.m. on Sunday.
2. Read email and mail correspondence for current information.
3. Supervise children and stay with them at all times.
4. Use community garden equipment with care, and return clean, and wheelbarrows empty.
5. Conserve water at all times.
 - i. Stay with the hose while watering.
 - ii. Must be done by hand using ONLY nozzles with automatic shut-off.
 - iii. All watering must be contained within the parcel boundary, with no overflow.
 - iv. Ensure water is turned off before leaving.
 - v. Report problems with water and hoses to the City immediately by calling P&CS at (714) 754-5300 during normal business hours, or during evenings and weekends, the Costa Mesa Police Department non-emergency line at (714) 754-5252.
6. Be allowed, with prior approval from Parks and Community Services staff, to bring private vehicles to load/unload supplies or equipment in the common area only and only for the time needed to load/unload.

B. Members shall not:

1. Sell or use garden produce for profit.
2. Bring vehicles into the aisles at any time.
3. Bring animals into the garden, including animals on leashes.
4. Allow children or guests to wander into neighbors' gardens or common areas.
5. Enter another member's garden without explicit written permission. Removal of any item (crop, plant, tool, etc.) that is not yours is considered theft and cause for permanent loss of membership. The City is not responsible for the theft of crops, tools, or personal belongings.
6. Destroy or damage any other member's property or property of the Community Garden.
7. Consume alcoholic beverages or smoke in the garden.
8. Loiter in the garden after dusk.



COMMUNITY GARDEN RULES AND AGREEMENTS

V. GARDEN PARCEL REQUIREMENTS

A. Members shall:

1. Keep garden parcel completely planted and harvested with new vegetables of the season (volunteer plants and cover crops are not allowed); do not allow crops to go to rot.
2. Plant at least 80 % of their parcel with edible crops (up to 10% beneficial flowers). The other 20% may include:
 - i. Pathways;
 - ii. one plastic storage container;
 - iii. two made-for-garden plastic or composite garden chairs or one small bench;
 - iv. two approved composting containers (refer to section X).
NOTE: if an item such as a trellis is used to support a growing crop it is considered part of a planted crop. If not in use it will be counted as part of your 20% unplanted parcel.
3. Keep their parcel in a clean, neat and weed free condition at all times. To avoid the spread of disease, take reasonable steps to prevent and control disease and pests by
 - i. Removing weeds and grasses by hand;
 - ii. Trimming or removing diseased and/or pest-infested plants.
4. Be allowed to use neutral fertilizers only. Packaged soil amendments must be labeled as organic and/or must not list any synthetic ingredients. No chemical products allowed.
5. Keep all personal items such as: gardening materials, plants, pots, supplies, tools, bins, branches, vines, etc. within the parcel boundary at all times.
6. Keep parcel boundaries and pathways at their original placement and width.
 - i. Garden parcels are limited to approximately 13' x 15' boundaries; the City shall, at City convenience, re-stake and verify parcel boundaries as needed.
7. Keep boarder boards visible at all times and free of soil, chips, and plants; keeping parcel markers clear and readable as well.
8. Maintain the north and east aisle way surrounding their parcel and keep them in a clean, neat and weed free condition. Please see City staff for a detailed map of your designated area of responsibility.
 - i. Keep all aisles free and clear of all objects including tools, pots, and plants.
 - ii. Must trim any plants whose growth extends out of the parcel boundary and extends into the aisle way.
9. Place refuse in dumpsters provided. Any materials larger than container must be cut down to fit inside dumpster.
10. Arrange for someone to care for your parcel when necessary (i.e., during vacation or illness). The City is not responsible for maintaining any member's assigned parcel.

B. Members shall not:

1. Extend their garden or encroach into the common area or into another parcel.
2. Leave their parcel unkempt; parcels not actively gardened for thirty (30) days will be reassigned.
3. Use any type of chemical product on any parcel including:
 - i. Synthetic pesticides, fungicides, and fertilizers
 - ii. Herbicides
4. Keep all items, including trees, plants, trellis, and archways, in the parcel shorter than six (6) feet in height.



COMMUNITY GARDEN RULES AND AGREEMENTS

- 5. Allow any plant or item to cast shade onto any other parcel. If any item does cast shade or impact another parcel in any way, the Parks and Community Services staff will ask the gardener of the shade-casting item to trim and/or adjust the heights or take other necessary measures to eliminate the impact on the other parcel.
- 6. Place any item, plant or grow any seed, plant, shrub, tree, or vine on or near the garden fencing or common areas without the City’s permission.

VI. EQUIPMENT AND SPECIFIC PLANT RULES

A. Members are allowed to:

- 1. Build or use frames constructed of simple stakes, string, or prefabricated lightweight wire frames available at nurseries;
- 2. Store one (1) storage container within their parcel for tools and supplies and must be designed for outdoor use, weather resistant, and be no taller than 3.5 feet.

B. Members are not allowed to:

- 1. Build or use trellises and plant supports taller than six (6) feet tall; trellises or supports creating too much shade on neighboring parcels will need to be removed.
- 2. Bring or use household items such as baby gates, tires, bookcases, shelves, construction material, screen doors, mailboxes or other similar items.

C. Seasonal rule: To help control diseases that can persist from overwintering plants, all tomatoes, peppers, and eggplants must be removed from all parcels before December 1 and are not to be planted until after March 1.

D. Plants and vegetables that are invasive, toxic, have the potential for spreading plant diseases, harboring damaging insects, or causing physical harm are NOT ALLOWED for use in the Costa Mesa Community Garden. These plants include but are not limited to:

Bamboo	Datura	Passion Fruit	Mint
Cactus/Succulents*	Four O’Clock	Petunia	Morning Glory
Castor Oil Plant	Horseradish	Plumeria*	Sugar Cane
Calendula	Illegal Plants	Potato*	Trees*
Dandelion	Poisonous Nightshade	Roses*	Volunteer Tomatoes
Datura	Citrus**		

*Cactus, succulents, roses, potatoes, plumeria, and trees that were planted in a garden parcel prior to 2015 will be grandfathered in and removed as members leave the garden. The City may require removal of any of these grandfathered plants in the event that they are not properly maintained.

**A plant disease (Huanglongbing or citrus greening) that kills citrus trees has been found in California. Our gardens are located inside an HLB (Huanglongbing or citrus greening) quarantine area. As result, the transport or growth of any citrus plant is regulated to prevent the spread of this disease.

VII. COMMUNITY SERVICE

- A. Community service work parties are scheduled throughout the year to help maintain the common areas of the community gardens.
- B. Each member (parcel) must attend two (2) work parties per year per parcel, giving at least four (4) hours of service to the common areas.
 - 1. Hours are prorated if joining after July 1 each year, those members (parcels) will be required to give two (2) hours of community service to the common areas.



COMMUNITY GARDEN RULES AND AGREEMENTS

C. Community service work parties will:

1. Be scheduled at least four (4) times per year and will be posted on the bulletin boards, online, and via email at least three (3) weeks in advance.
2. Be scheduled on various days of the week for two (2) hours.
3. Check-in will begin 15 minutes before the two hours begins. Members must stay the entire two hours to earn credit for service. At the end of two hours, members will be provided with a receipt of service.
4. No one under the age of 18 may be present during or working during work parties unless directly supervised by their parent or guardian throughout the event.
5. No personal gardening is allowed during work parties.
6. Members will be required to wear closed-toed shoes, gloves, and appropriate clothing during work parties.
7. Community service must be completed on or before the final work party of the year which will usually be held at the beginning of December each year, time and weather permitting. There will be no carry over from year(s) prior, and there will be no grace period or waiver allotted for any members.

VIII. GARDEN INSPECTIONS

- A. A garden inspection will be conducted by City staff periodically to identify any parcels out of compliance with the Community Garden Rules and Agreements.
- B. Parcels that are not compliant shall receive notification via email or US Postal Service if email is not available of non-compliance. Notice may be a correction notice, or notice of termination (due to repeated correction notices).
 - i. Correction notices will allow for two (2) weeks for correction from the date of the notice, at which point a correction inspection will take place.
 - ii. Termination notices (see section XII) will be emailed or mailed to members.

IX. HOSE USE AND REPLACEMENT

- A. Maximum length of 50' hoses are allowed.
- B. Hoses must be stored, wound and hung properly on hose hangers without kinks and in concentric rings at all times when not in use.
- C. Report problems with hoses, hose hangers, and water sources to the City immediately.
- D. Hose replacement (purchase and cost) is the responsibility of the gardeners that share a common water source.

X. COMPOST CONTAINERS AND COMPOSTING

- A. Composting must be done in covered containers. Open composting (in soil) is not permitted.
- B. Members shall not have more than two (2) compost containers per parcel.
- C. All crops in composter must be covered with dirt or manure to deter insects and animals.
- D. Members shall not use meat scraps or weeds in composters.
- E. Compost is considered part of your 20% non-planted area of the parcel.

XI. COMMON AREAS

- A. Please respect your fellow garden members and surrounding garden neighborhood(s):
 1. No amplified music is allowed in garden.



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 23-1170

Meeting Date: 4/13/2023

TITLE:

COMMUNITY OUTREACH

DEPARTMENT:

PARKS AND COMMUNITY SERVICES

PRESENTED BY:

MONIQUE VILLASENOR, RECREATION MANAGER

CONTACT INFORMATION:
5679

MONIQUE VILLASENOR, RECREATION MANAGER (714) 754-

RECOMMENDATION:

It is the recommendation of staff that the Parks and Services Commission provide feedback on current community outreach methods for programs, events and capital projects.



Agenda Report

File #: 23-1170

Meeting Date: 4/13/23

TITLE: COMMUNITY OUTREACH

DEPARTMENT: PARKS AND COMMUNITY SERVICES

PRESENTED BY: MONIQUE VILLASENOR, RECREATION MANAGER

**CONTACT INFORMATION: MONIQUE VILLASENOR, RECREATION MANAGER (714)
754-5679**

RECOMMENDATION:

It is the recommendation of staff that the Parks and Services Commission provide feedback on current community outreach methods for programs, events and capital projects.

BACKGROUND:

At the March 9th Parks and Community Services Commission meeting, the Commission requested information regarding the City's current outreach methods for programs, events and capital projects. Staff provided a brief verbal update during the meeting, with additional information included in this report.

ANALYSIS:

The City utilizes various outreach methods to solicit community input on programs, events and capital projects. These methods are used to enhance awareness of services, engage new stakeholders, and improve overall knowledge of what's happening in and around the City. While the methods may vary depending on the reason for outreach and its specific goals and objectives, the City typically conducts outreach and encourages engagement in a phased approach which consists of the following:

Listening: includes using staff background research, data collection and initial input to conduct:

- Kick-off/Pop-up community meetings and events
- Public Surveys (online/phone)
- Videos/Social media
- Open Houses/Site tours (on-site/virtual)
- Stakeholder small group meetings
- Resource/Information tables at special events

Sharing: includes information collected from the above to conduct:

- Community Workshops
- Public Hearings at commission and council meetings

- E-blasts (constant contact/listservs)
- Mailers
- Resource/Information tables at special events

Finalizing: includes incorporating all previous information into preliminary plan to:

- Present draft plans to committees, commissions or council for final adoption or additional feedback.
- Market final project/program plan

The City and staff are always open to exploring ideas and opportunities to enhance engagement through community outreach. If members of the public or the Commission would like to provide suggestions for additional opportunities, please share them during the discussion for potential inclusion in future program, event and capital project outreach.

FISCAL REVIEW

There is no fiscal review at this time.

LEGAL REVIEW

There is no legal review required for this report.

CONCLUSION:

It is the recommendation of staff that the Parks and Services Commission provide feedback on current community outreach methods for programs, events and capital projects.



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 23-1171

Meeting Date: 4/13/2023

City of Costa Mesa Police Department

Memorandum



DATE: April 1st, 2023

TO: Lieutenant C. Dieball

FROM: Park Ranger Stanley Garcia

RE: **PARKS COMMISSION MONTHLY REPORT
March 2023**

<u>INCIDENT</u>	<u>TOTALS</u>
• Alcohol Violations	0
• Smoking Violations	0
• Camping Violations	0
• Storage Violations	2
• Leash Law Violations	3
• Parking Cites	14
• Miscellaneous Code Violations	5
• Reports	6
• Park Disturbance Calls	40
• Picnic Permit Checks	0
• City Assist Calls	9
• Foot Patrol Checks	52
• Bike Patrol Checks	0
• Vehicle Checks	640

CITY OF COSTA MESA
Park Ranger Unit
Enforcement Summary

Gisler Park **2 arrests**
1646 Corsica Place 2 arrests – CMMC 12-20(a)(7) and CMMC 12-20(a)(9)

Joann Bikeway **3 Citations Issued**
558 Joann Street 3 citations – CVC 21211(a)

Lindberg Park **2 Citations Issued**
220 23rd Street 2 citations – CMMC 12-42.

Heller Park **1 Citation Issued**
257 E16th Street 1 citation – CMMC 12-42

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	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)

CVC 21211(a)

CVC 21211(b)

Resist /delay/obstruct a law enforcement officer

No stopping, standing, sitting, loitering, or impeding bicycle traffic.

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 #: 23-1172

Meeting Date: 4/13/2023



PARKS & COMMUNITY SERVICES COMMISSION REPORT

MEETING DATE: April 13, 2023

ITEM NUMBER: MR – 2.1

SUBJECT: DIRECTOR'S REPORT FOR MARCH 2023

DATE: APRIL 10, 2023

FROM: JASON MINTER, PARKS & COMMUNITY SERVICES DIRECTOR

FOR FURTHER INFORMATION CONTACT: (714) 754 - 5009

❖ **Animal Care Services**

	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.
Impounded animals	92	36	60	49	47	33	37	44
Returned to owner	20	7	9	6	11	3	9	12
Transferred to adoption center	39	48	28	27	34	26	9	24
Adopted	25	31	30	4	39	7	7	17
Animal License Issued/Renewed	247	245	244	195	201	249	211	251

❖ **Community Gardens**

Garden Location	Parcel Quantity	Parcels Rented	Waitlisted
Del Mar	57	57	68
Hamilton	42	42	23

❖ **Contract Classes**

	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.
Youth & Adult Totals:	170	183	233	157	84	205	183	366

- New classes for Spring include: 4 youth dance, 6 youth tumbling, and 2 adult yoga classes

❖ **Costa Mesa Senior Center**

- The monthly newsletter was mailed out to 2,114 members.
- On March 21, Mayor John Stephens visited the Costa Mesa Senior Center, Meals On Wheels Lunch Café Program. The Costa Mesa Senior Center partners with Meals on Wheels Orange County to provide a hot lunch for seniors Monday through Friday at 11:30a.m. Meals on Wheels Orange County CEO Holly Hagler and her team were on-site to meet with the Mayor and to discuss how the Meals On Wheels Lunch Café program operates. Seniors were excited to chat with Mayor Stephens and the Meals on Wheels Orange County team.
- On March 31, Seniors were transported in the Senior Center Electric Shuttle by City Staff to the Orange County Museum of Art (OCMA). Seniors enjoyed viewing the art and socializing outside of the Senior Center.

Senior Programs	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.
Meals on Wheels OC - Meals	5,918	4,053	4,317	4,335	3,091	2,450	3,023	3,465
Meals on Wheels OC - Seniors	1,721	1,351	1,439	1,425	1,287	1,085	1,405	1,724
Second Harvest Grocery Boxes	85	170	170	110	141	110	255	280
Wellness Calls	1,001	1,017	1,213	1,155	1,168	1,066	1,457	1,288
Transportation Program Trips	862	745	941	830	727	553	758	842

❖ **Downtown Recreation Center**

Gym Programs	Pickleball	Youth Open Gym	Basketball	Volleyball
Participants	146	96	15	89
Visits	598	162	18	164

❖ **Downtown Aquatic Center**

2022 Aquatics Programs	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.
Adult Lap Swim Participants	121	113	69	71	112	81	88	92
Total Lap Swim Visits	520	353	402	216	249	341	305	350
Instructional Class Participants	255	50	71	0	0	0	10	52
Instructional Class Attendance	469	298	235	0	0	0	33	200
Swimming Lesson Spectators	1,051	372	215	0	0	0	14	134

❖ **Facility Rentals – March**

Facility	Non-Profit	Private Resident	Private Commercial	Non-Resident Commercial
DD Library – Adams Room	1	0	1	0
BCC	4	0	0	0
DRC - Gym	0	0	0	0
NHCC	6	6	1	0

❖ **Fairview Park**

- The City hosted its *Second Saturday* restoration day on Saturday, April 8, in partnership with the Fairview Park Alliance. The focus for the day was the vernal pool 5/6/7 watershed buffer area. There were approximately 50 members of the public in attendance to support non-native plant removal activities. This post-planting site maintenance is an essential part of the overall restoration, and promotes successful establishment of the native plants and seeds. The next *Second Saturday* restoration day is scheduled for Saturday, May 13.
- The City has partnered with the Banning Ranch Conservancy in hosting additional monthly restoration days. These 3rd Saturday Restoration days will focus on the coastal sage scrub areas in the upper canyon.
- On Saturday, March 25, the City hosted a nature walk, drawing over 30 attendees to take part in learning and exploring the park's unique natural ecosystems, including vernal pools, grasslands, coastal sage scrub and riparian habitats. During the tour, participants were led through a portion of the Fairview Park mesa to view the largest vernal pool, where the City's contracted biologist discussed the geological and ecological context about these rare amphibious ecosystems.

❖ **Adult Sports**

• **Adult Sports – March**

- Adult Softball League – Operated by Major League Softball
 - Spring 2023 Season began February 13 with 92 teams and a total 1,300 participants enrolled.
- Adult Basketball League – Operated by City Staff
 - Winter 2022 Season began January 9
 - Monday night: 8 teams
 - Wednesday night: 6 teams
 - Total of 180 participants enrolled
- Senior Softball League – Operated by City Staff
 - Spring 2023 Season began February 6 with a total of 24 participants enrolled

• **Fields**

Field Usage	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.
# of Organizations	61	39	45	45	45	45	48	48
Hours	6,304	33,580	36,881	31,666	8,648	7,705	14,241	24,385

❖ **Park Reservations**

March 2023			
Park Location	Permits Issued		Permits Issued
Brentwood	1		Tanager
Estancia	1		TeWinkle
Heller	1		Vista
Shiffer	2		Wakeham
Smallwood	1		

❖ **Youth Programs**

• **1-Day Camp Costa Mesa**

- Fee-based program during NMUSD’s conference day
- Held at Balearic Community Center
- Registration began on November 2, 2022

Day	Capacity	Enrolled
Wednesday, March 15	50	50

• **Spring Camp Costa Mesa**

- Fee-based program from during NMUSD’s spring recess
- Held at Balearic Community Center
- Registration began on February 6, 2023

Week #	Capacity	Enrolled
1 (April 10-14)	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	32
3-4 year old (T/Th)	40	24

- **Teen Program**

- Free afterschool care for 7th - 12th grades from August 22, 2022 – June 8, 2023
- Teen Centers 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)	20
TeWinkle Middle School	96
Shuttle Service	Students
Downtown Recreation Center (DRC)	18
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	39
California	60	64
College Park	40	40
Davis Magnet	80	82
Killybrooke	40	40
Paularino	40	35
Sonora	40	36
Victoria	40	41
Whittier	40	37

- **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	40

- ❖ **Special Event Permits**

2023 Permits	
Total Permits Issued for 2023	9
Permits Issued for March	3
Permits at City Facilities	1
Permits at Private Commercial Property	2
Pending Permits	5

- ❖ **Capital Project Updates**

- The Brentwood Park playground replacement project is in preliminary design. It will be included in the upcoming Capital Improvement Program (CIP) review.
- The Fairview Park Master Plan Update is ongoing. Staff have been meeting with representatives from the MIG team, exchanging information, and discussing the timeline for public meetings.
- 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.
- 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. Staff have met with a potential project manager that would likely focus on community outreach for the project.
- Four (4) 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 undertermined as the projects undergo review by the City Council.
- The Capital Improvement Program (CIP) is being discussed at a City Council Study session on April 11, and during the PACs meeting on April 13.

Upcoming Events	Dates	Location
Imaginology	Sat./Sun., April 15-16	OC Fairgrounds
Earth Day	Saturday, April 22	City Hall
Spring Bark Bash	Saturday, April 29	TeWinkle Park
Love Costa Mesa Day	Saturday, May 20	Kick-Off is at City Hall