



City of Costa Mesa

PARKS AND COMMUNITY SERVICES COMMISSION

Agenda

Thursday, October 13, 2022

6:00 PM

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

You may participate via the following options:

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

3. Zoom Webinar:

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/99993346354?pwd=OGhBZjViMzduSExJeFVwUEUwaGpXQT09>

Or sign into Zoom.com and “Join a Meeting”

Enter Webinar ID: 999 9334 6354 / Password: 064407

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

Participate via telephone:

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

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

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

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

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

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

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

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

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

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

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

PARKS AND COMMUNITY SERVICES COMMISSION REGULAR MEETING

OCTOBER 13, 2022 - 6:00 P.M.

CASSIUS RUTHERFORD
Chair - District 2

SCOTT GLABB
District 1 - Commissioner

ELIZABETH DORN PARKER
Vice Chair - District 6

KELLY BROWN
District 5 - Commissioner

CHARLENE ASHENDORF
At-Large - Commissioner

MICHELLE MURPHY
District 3 - Commissioner

ANGELY ANDRADE VALLARTA
District 4 - 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](#)**

[22-900](#)

RECOMMENDATION:

Approval of the minutes of September 8, 2022, Parks, Arts & Community Services Meeting.

Attachments: [1. 090822 Draft Minutes](#)

NEW BUSINESS:

1. [**TREE REMOVAL REQUEST AT 1960 SWAN DRIVE**](#) [**22-872**](#)

RECOMMENDATION:

Staff recommends that the Parks and Community Services Commission deny the request to remove three (3) City owned trees growing in the public right-of-way on the Gannett Drive side of 1960 Swan Drive.

Attachments: [1. 1960 Swan Drive](#)
[2. Maintenance Work Order](#)
[3. Criteria for Parkway Tree Removal/Replacement](#)
[4. Estimated Site Detail](#)

MONTHLY REPORTS

1. [**PARK RANGER REPORT - SEPTEMBER**](#) [**22-901**](#)

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

2. [**DIRECTOR'S REPORT - SEPTEMBER**](#) [**22-902**](#)

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

ADDITIONAL COMMISSION MEMBER & STAFF COMMENTS

ADJOURNMENT

Next Regularly Scheduled Meeting: Thursday, December 8, 2022



City of Costa Mesa

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 22-900

Meeting Date: 10/13/2022

TITLE:

MINUTES

DEPARTMENT: PARKS & COMMUNITY SERVICES

RECOMMENDATION:

Approval of the minutes of September 8, 2022, Parks, Arts & Community Services Meeting.

SEPTEMBER 8, 2022
6:00 P.M. – UNOFFICIAL MINUTES

CALL TO ORDER by Chair Rutherford at 6:00pm

PLEDGE OF ALLEGIANCE by Commissioner Ashendorf

ROLL CALL

☒ = Present ☐ = Absent

Commissioners	City Staff
<input checked="" type="checkbox"/> Angely Andrade Vallarta	<input checked="" type="checkbox"/> Jason Minter, Parks & Community Services Director
<input checked="" type="checkbox"/> Charlene Ashendorf	<input checked="" type="checkbox"/> Monique Villasenor, Recreation Manager
<input checked="" type="checkbox"/> Kelly Brown	<input checked="" type="checkbox"/> Robert Ryan, Maintenance Services Manager
<input checked="" type="checkbox"/> Scott Glabb	<input checked="" type="checkbox"/> Laura Fautua, Executive Secretary
<input checked="" type="checkbox"/> Michelle Murphy	
<input checked="" type="checkbox"/> Elizabeth Dorn Parker, Vice Chair	
<input checked="" type="checkbox"/> Cassius Rutherford, Chair	

PUBLIC COMMENTS

Steve S. – Requested review of protecting netting for foul balls at the TeWinkle Sports Complex.

COMMISSIONER COMMENTS

Commissioner Ashendorf: Appreciated the cooling center being available during the heat wave. Also appreciates the “How-To” signage at Tanager Park for pickleball play. Requested clarity for the Jordan Park ribbon cutting based on Councilmember Harlan’s comment at Tuesday’s Council meeting. Attended the ribbon cutting for the musical instruments at the Donald Dungan Library. Mentioned Costa Mesa residents, Dom Jones and Richard Kuo, who live on the East side and are competing in The Amazing Race, starting on September 21.

Commissioner Murphy: Thanked staff on finding storage space for the Newport Mesa girls’ softball. Thanked staff for addressing the Dog Park issues. Looking forward to staff resolving the foul ball issues at TeWinkle Park.

Commissioner Andrade Vallarta: Appreciates all the hard work staff have placed in summer programs. Wanted to see if an enclosed facility would be available for future summer camps as well as enrichment activities. Suggested stem exposure while being off on school break to continue to accelerate their learning.

Commissioner Brown: With high community interest for pickleball courts and the installation of Tanager Park courts, which locations are next for court additions? How late are they to be open for? Enjoys the aesthetic look of the Spotlight and the organization of the layout.

Vice Chair Dorn Parker: Acknowledged the benefits of having the MyCostaMesa App and the responsiveness with staff to fix the conflict. The more community use, the stronger we will be to help resolve any items that need assistance. Requested staff to review drinking fountains and shading structure at parks. To help ensure the community is staying hydrated and not overheating during heat waves. Inquired on indoor facility use where they can meet at no charge or very little charge. Mentioned organizations such as Girls Inc. likes to utilize local spaces. Thanked staff for the meeting date change to allow commissioners to being more engaged during the month.

Chair Rutherford: Commended staff on the release of the Spotlight. Would also like to see adjustment to park facilities having shade structures for more park use on hot days. Looking forward for indoor rental facility use and getting the facilities available for public use. Thanked staff on the Jordan Park project and addressing safety concerns at Wilson Park. Shared he had an opportunity to tour Wilson Park last week. Would like to see commissioner input regarding the group permit policy for groups larger than 10 to play in the parks.

OLD BUSINESS:

1. APPROVAL OF THE MINUTES OF THE JULY 28, 2022 MEETING

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

The motion carried by the following roll call vote:

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

Nays: None

Absent: None

Motion Carried: 7-0

2. OPEN SPACE MASTER PLAN UPDATE

Mr. Minter presented.

Public Comment: No comments.

Commissioner Brown asked of when the Open Space Master Plan draft would be submitted. Would like to see a public draft document so the community has time to review and place input.

Vice Chair Dorn Parker would like to see backup material, so the public can reference information that has been provided and have a better understanding.

Chair Rutherford: Asked if there is an estimated timeline for when this will be brought up to City Council? This is for notifying the public on providing input.

NEW BUSINESS - NONE

MONTHLY REPORTS

1. Park Ranger Report – JULY/AUGUST 2022

Public Comment: No comments.

Commissioner Glabb asked the definition of off trail violation. Just what that would consist of just somebody's not on the trail, or I was looking Oh, well, I'm looking at the reports. Am I behind?

2. Director's Report – JULY/AUGUST 2022

Mr. Minter presented. Ms. Villasenor provided a recap regarding the events that occurred.

Commissioner Murphy requested if the gate for the Bark Park was now ADA compliant, as well as, the pavers.

Commissioner Andrade Vallarta enjoys seeing partnerships with organizations like Ikea and having resource fairs for the public. Requested a status on the Ketchum Libolt project.

Vice Chair Dorn Parker is looking forward for the Brentwood Park project. Many families within the community are looking forward to placing input. Wants to make sure staff are doing public outreach, since she is seeing a lot of community engagement already to make the park more ADA compliant.

Chair Rutherford asked for community input regarding ideas for more garden placement within the community.

Commissioner Murphy asked if community garden involvement potentially be at school locations. There could be school interest to have community assistance with their current gardens, schools such as, Paularino.

Chair Rutherford inquired if there are any other future plans for pickleball spaces with the high levels on interest we see at the DRC. Also commended staff on their great work on the recent park projects and is looking forward to future ones.

ADDITIONAL COMMISSIONER MEMBER & STAFF COMMENTS

ADJOURNMENT by Chair Rutherford at 7:02pm.

Next Meeting: Parks & Community Services Commission regular meeting, October 13, 2022.



City of Costa Mesa

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 22-872

Meeting Date: 10/13/2022

TITLE:

TREE REMOVAL REQUEST AT 1960 SWAN 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 three (3) City owned trees growing in the public right-of-way on the Gannett Drive side of 1960 Swan Drive.

BACKGROUND:

The Maintenance Services Division was contacted by the applicant on March 27, 2022, requesting the removal of the trees growing in the public right-of-way on the Gannett Drive side of 1960 Swan Drive (Attachment 1). The applicant cited an excessive amount of pine needle drop, which was dropping in the applicant's pool causing issues with the filtration equipment. The applicant also stated the roots from the tree were causing sidewalk lifts and had damaged a private drain from the backyard to the gutter.

Four work orders were identified relating to the subject trees (Attachment 2):

- August 27, 2012 - Maintenance Services received a report that the sidewalk had sunken 2". Maintenance staff placed one (1) asphalt ramp.
- March 16, 2015 - Maintenance Services received a request to remove a pine tree on the Gannett Drive side of the property. The arborist contacted the resident and it was agreed that the trees would be trimmed. The trees were trimmed on June 12, 2015.
- May 10, 2018 - Maintenance Services received a request to trim the trees on the Gannett Drive side of the property. The trees were trimmed on June 5, 2018.
- March 15, 2021 - Maintenance Services received a request to remove the pine tree closest to their pool on the Gannett Drive side of the property. The arborist evaluated all three (3) trees and determined that there was no justification for removal. The resident was informed of the findings.

The sidewalk, adjacent to the trees on Gannett Drive, was replaced in July 2020 as part of the

Citywide Parkway Project #18-16.

The arborist evaluated the trees and the surrounding area on April 22, 2022 and determined that there was no justification for the removal of the trees at staff level. The applicant's request for removal was denied. The applicant requested that the removal be brought forward for the Commission's consideration as a Category 3 - Discretionary Removals, according to the Streetscape and Median Development Standards (Attachment 3).

ANALYSIS:

The three (3) trees being requested for removal are Canary Island Pine trees growing in the public right-of-way on the Gannett Drive side of the property. The trees are approximately forty-five to sixty feet (45-60') in height. They are healthy and in good condition; and were last trimmed by West Coast Arborists on June 5, 2018.

The amount of pine needle drop beneath the trees and in the surrounding area appeared to be normal at the time of inspection. The shedding of pine needles is a natural part of the growth process for healthy pine trees.

The sidewalk adjacent to the trees have been ground previously due to lifting caused by the roots of the tree. The repairs are holding; and do not appear to be creating a significant exposure to liability for the City.

The pine trees do not meet removal criteria as a Category 1 - Health and Safety Removal. The trees are not dead, diseased or dying and do not appear to be causing a significant exposure to liability for the City.

The applicant requested that the removal be brought forward for the Commission's consideration as a Category 3 - Discretionary Removals, according to the Streetscape and Median Development Standards (Attachment 3). 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 trees, 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 arborist would determine the tree species and locations for plantings.

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

FISCAL REVIEW:

There would be no fiscal impact to the City if the request to remove the trees were 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 trees would be \$1,774.80. The replanting costs for the mitigation trees (3 - 24" box size and 6 - 15 gallon container size) would be \$1,621.80. Costs are based on current City contract prices. The total cost for removal and replacement would be \$3,396.60. The value of the trees is estimated to be \$23,110.00.

LEGAL REVIEW:

No legal review is required for this item.

CONCLUSION:

The three (3) City owned trees that are being requested for removal are located in the public right-of-way on the Gannett Drive side of 1960 Swan Drive. The trees are in good condition and have been maintained on a regular schedule. The trees do not appear to be producing an unusual amount of needle drop 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 trees.

Suzanne E. Tarvin
1960 Swan Drive
Costa Mesa, CA 92626

March 27, 2022

Dear City of Costa Mesa,

The giant pine tree planted on the parkway on Gannet Street next to my backyard fence and swimming pool is dropping a great amount of damaging litter and pine needles in my backyard, pool, pool filter and equipment. (See photo)

My pool man told me that the excessive algae in my pool is caused by the filter *& skimmer* being clogged by dropping from the tree. He said he will need to clean the filter more than usual because the dropping clog the filter which causes algae build-up and could ultimately damage the filter.

In January 2019, the other giant pine tree planted next to the above tree, blocked and broke the drain at the curb that drains rain water from my backyard. (Which caused a flood in my backyard.) I paid \$525.00 to have it repaired, but it could happen again as the tree grows. (Paradise Design invoice attached.)

I have attached photos of the tree and of the amount of pine needles and litter it drops. Also, the Gannet Street sidewalk has been shaved down due to the tree lifting the sidewalk. I would greatly appreciate the city removing the trees to prevent further damage.

Thank you

Sue Tarvin



PARADISE DESIGNS INC.

landscape design | build | maintain

INVOICE

Date	Invoice #
1/21/2019	2019-0120

950 Calle Negocio
San Clemente, CA 92673
949-498-2155

PAID
02/13/2019

Bill To

Sue Tarvin
1960 Swan Drive
Costa Mesa, CA 92626

Terms

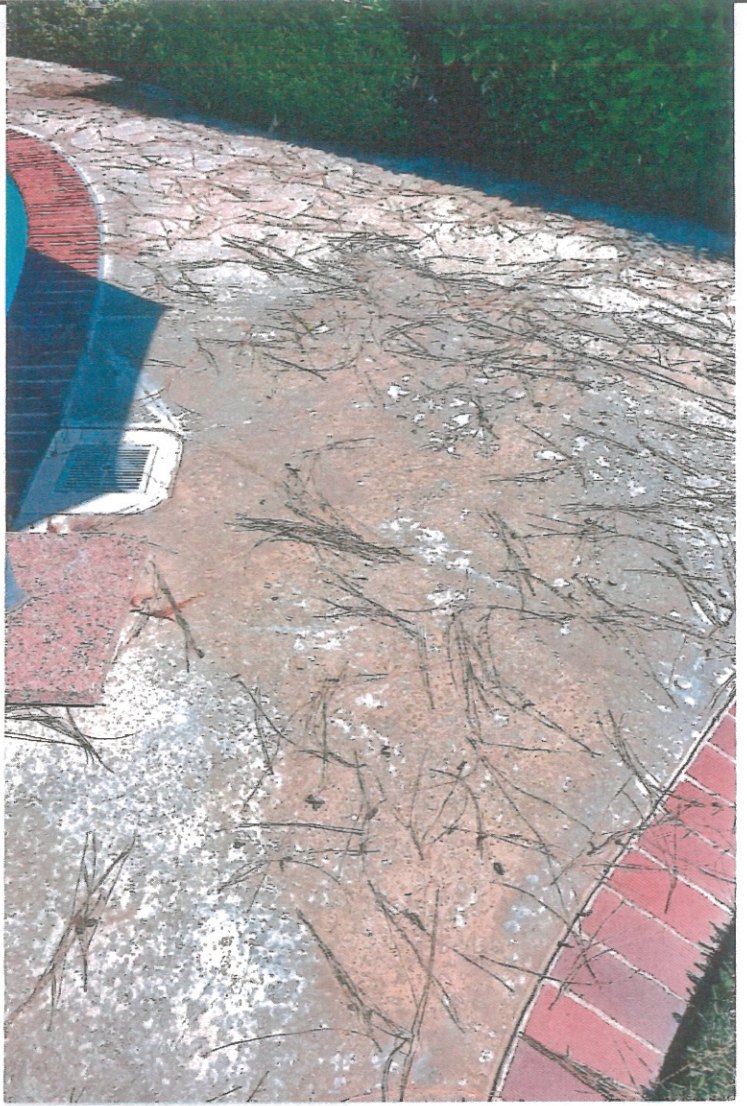
Due On Receipt

Description	Amount
Cleaned existing backyard drains with electric snake and repaired where needed:	525.00
Total labor, materials, rental ,and clean up:	
Ca Sales tax	0.00
<i>Pine tree roots blocked + damaged the drain that lets rain water out at the curb. Needed to dig out + repair the drain. The backyard flooded from the drain being blocked off.</i>	

Thank You and We Appreciate Your Business.....
Interest will be charged on accounts that are 30 days or older. Our annual interest rate is 20%. There is a return check fee of \$25.00.
We accept Visa & Mastercard credit cards for your convenience.
Contact our office to pay by credit card.

TOTAL

\$525.00





Subject:

Sidewalk sunken 2"; grand daughter tripped & fell.

Detailed description:

Sidewalk sunken 2"; grand daughter tripped & fell.

Req'd date:

2012-08-27 (Request entered by: MStueve)

Req'd by:

Sue Tarvin

Location:

1960 Swan Drive

Phone:

714-751-4416

Work Order Nr:

12081491

District:

0

Supervisor:

Street Section

Employee:

Czenze, Peter

Call back needed:

N

Contacted date:

2012-08-27

OSHA safety concern:

N

Status:

Closed

Completion date:

2012-09-06

Inspection date:

2012-09-06

Hours:

1 Minutes: 0

Material cost:

0.00

Action taken:

One 2" ramp done

Subject:

Tree removal request.

Detailed description:

Pine located on Gannet side of property is a hazard to her pool maintenance. Requesting removal.

Req'd date:

2015-03-16 (Request entered by: MStueve)

Req'd by:

Suzanne Tarvin

Location:

1960 Swan Drive

Phone:

714-751-4416

Work Order Nr:

15030315

District:

16

Supervisor:

City Arborist

Employee:

Kokesh, Douglas

Call back needed:

Y

Contacted date:

2015-04-02

OSHA safety concern:

N

Status:

Closed

Completion date:

0000-00-00

Inspection date:

2015-03-30

Hours:

0 Minutes: 25

Material cost:

0.00

Action taken:

Resident called for status on 4/28/15. States she received no follow-up and is requesting that if tree cannot be removed, please at least trim tree (MS). Spoke with Ms. Tarvin several times around Arbor Day when I was in the area auditing locations to plant trees in the neighborhood. Ms. Tarvin also has a work order that involves planting a tree at her rental on Littleton. Her desire is not really remove the trees, but to see if the City can accommodate her by having the S-1, S-2 & S-3 Pinus canariensis (13-18"dsh) trimmed back from overhanging into her backyard. Trees were last trimmed by WCA, Inc. on 7/9/12. I informed her that I would not allow for the trees to be stripped on one side, but that I would create a work order with the City's tree services contractor (WCA, Inc.) and coordinate what I thought would be an appropriate trimming prescription. Ms. Tarvin was appreciative. WCA, Inc. to perform trimming in July 2015. Refer to Arbor Access for the trimming completion date. No further action. DK

Subject:

Tree trimming request.

Detailed description:

Requesting the tree get a significant trim, as the debris is overwhelming in her backyard, pool, etc.

Req'd date:

2018-05-10 (Request entered by: MStueve)

Req'd by:

Sue Tarvin

Location:

1960 Swan Drive

Phone:**Work Order Nr:**

18050623

District:

15

Supervisor:

City Arborist

Employee:

Ortiz, Jim

Call back needed:

Y

Contacted date:

2018-05-10

OSHA safety concern:

N

Status:

Closed

Completion date:

2018-06-06

Inspection date:

2018-05-11

Hours:

0 Minutes: 55

Material cost:

0.00

Action taken:

5/10/18 - Reviewed Arbor Access. The three (3) Canary Island Pine trees were last trimmed on 6/12/15. Reviewed Costa Maintenance and there was one (1) additional tree trimming request for this address in 2015. Contacted resident @ 12:55 pm and told resident that I would inspect the trees and schedule the tree trimming in the next 30 days. It has been three almost three (3) years since the trees have been trimmed and Canary Island Pines at that maturity should be trimmed every 2 years - JO 5/11/18 - Evaluated the trees and the three (3) trees do need to be trimmed. I am also scheduling the pine tree across the street to be trimmed. Generated WCA service request. Contacted resident @ 12:39 pm and told the resident that I generated a WCA service request for the trees to be trimmed in the next 30 days - JO 6/5/18 - Trees trimmed by WCA - JO

Subject:

Tree removal request.

Detailed description:

Resident states the pine tree needles are causing constant issues and requesting removal of tree.

Req'd date:

2021-03-15 (Request entered by: MStueve)

Req'd by:

Sue Tarvin

Location:

1960 Swan Drive

Phone:**Work Order Nr:**

21030354

District:

16

Supervisor:

City Arborist

Employee:

Ortiz, Jim

Call back needed:

Y

Contacted date:

2021-03-15

OSHA safety concern:

N

Status:

In Progress

Completion date:

0000-00-00

Inspection date:

2021-03-16

Hours:

1 Minutes: 25

Material cost:

0.00

Action taken:

3/15/21 - Reviewed Arbor Access. There are three (3) Canary Island Pine Trees on the Gannett Drive side of this property. Contacted the resident @ 9:57 am and left a message asking for a call back. These three (3) trees were last trimmed on 6/6/18. There were five (5) additional work orders with this address. Resident called back. After discussion. The resident only wants the furthest pine tree from Swan Drive removed. This tree is identified as S3. Provided my e-mail address to provide the City's criteria for tree removal and other tree related documents. Stated that I would be out this week to evaluate the health of this tree - JO 3/16/21 - Inspected the tree S3. The tree is a 50' Canary Island Pine tree growing in a turf parkway. There a sidewalk grind behind this tree. Rippling in the street was noticed. A new curb was also noticed. The tree appeared stable, there were no noticeable structural defects or any visible signs of any pest or disease activity present during the time that I inspected this tree. Contacted resident @ 12:26 pm and stated that the tree is deemed healthy - JO 3/03/22 Resident was at City Hall to request tree removals, as she disagreed with the evaluation that the tree is healthy (MStueve). Contacted resident @ 2:37 pm to discuss tree removal requirements. Resident provided her e-mail address [REDACTED] and I e-mailed the resident the City's criteria for parkway tree removal - JO 3/27/22 - Received formal request for the removal of the City maintained trees. Reviewed document and provided pictures. Noticed that the letter does not indicate a formal request to remove trees by the PACS Commission. Contacted resident and discussed the tree removal process and the need to formally request to have the tree removal requests be formally heard by the PACS Commission. The resident verbally requested that the tree removal requests be formally heard by the PACS Commission - JO 4/22/22 - Inspected the three (3) trees growing in turf parkways on the Gannett Drive side of this address. The tree identified to be removed is identified as S3. The tree is a 45'-60' Canary Island Pine Tree. The DBH measured at 19". There was one (1) noticeable area where the sidewalk was ground, there is minor curb separations and minor rippling in the street in front of and to the north of this tree. The tree appeared to be stable, there were no noticeable structural defects or any visible signs of any pest or disease activity present during the time that I inspected this tree. The CAT II removal costs will be \$ 581.40 for the tree and stump removal. The 3 to 1 replacement ratio costs is \$ 540.60. The total costs are \$ 1,122.00. This tree was last trimmed on 6/5/18. There were five additional work orders with this address. The two (2) other Canary Island Pine Trees were also inspected and there were no issues found on these two (2) trees. E-mailed City's Engineering Division to see when the last time any street work was performed on both sides of this address- JO 7/1/22 - Resident called back asking for a call back. I verbally explained the PACS commission and that the resident will be receiving a report one (1) week prior to the PACS meeting. Resident wants three (3) trees removed but is willing to have the one (1) tree closest to the pool removed - JO

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 agendized for review and determination by the Parks and Recreation Commission.

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

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

Site Detail (33.6691131836,-117.93859970469)(WCA InventoryID: 5549637)

District	Address	Location	Species	DBH	Height
16	1960 X SWAN DR On: 2701 GANNET DR	Side-1	<i>Pinus canariensis</i> CANARY ISLAND PINE	19-24	60+

Maintenance	Condition	Est. Value	Utility	Parkway	PSHB
Grid/Routine Trim	Good	\$9,110	No	5	
Priority	Valid	PW Type			
N/A	Yes	Parkway			

Crew	Date	Work Type / Comments	Job # / Acct #	Invoice#	Amount
WCA	06/06/2018	Work Already Performed	39725	137571	Inspection
WCA	06/05/2018	Prune Backup - Crew	39725	137571	Hourly
WCA	06/12/2015	Full Prune - Hardwood 7-24 DSH	28318	106340	\$58.00
WCA	07/09/2012	Grid Pruning	22374	81492	\$46.60
WCA	04/10/2009	Grid Pruning	12656	58534	\$46.60
WCA	01/15/2007	Grid Pruning	9754	45292	\$41.50
WCA	05/11/2001	Grid Trimming	3569		\$40.10

Site Detail (33.669218830703,-117.93861332205)(WCA InventoryID: 5549636)

District	Address	Location	Species	DBH	Height
16	1960 X SWAN DR On: 2701 GANNET DR	Side-2	<i>Pinus canariensis</i> CANARY ISLAND PINE	13-18	45-60

Maintenance	Condition	Est. Value	Utility	Parkway	PSHB
Grid/Routine Trim	Good	\$4,890	No	5	
Priority	Valid	PW Type			
N/A	Yes	Parkway			

Crew	Date	Work Type / Comments	Job # / Acct #	Invoice#	Amount
WCA	06/06/2018	Work Already Performed	39725	137571	Inspection
WCA	06/05/2018	Prune Backup - Crew	39725	137571	Hourly
WCA	06/12/2015	Full Prune - Hardwood 7-24 DSH	28318	106340	\$58.00
WCA	07/09/2012	Grid Pruning	22374	81492	\$46.60
WCA	04/10/2009	Grid Pruning	12656	58534	\$46.60
WCA	01/15/2007	Grid Pruning	9754	45292	\$41.50
WCA	05/11/2001	Grid Trimming	3569		\$40.10

Site Detail (33.66932576459,-117.93863337248)(WCA InventoryID: 5549635)

District	Address	Location	Species	DBH	Height
16	1960 X SWAN DR On: 2701 GANNET DR	Side-3	<i>Pinus canariensis</i> CANARY ISLAND PINE	19-24	45-60

Maintenance	Condition	Est. Value	Utility	Parkway	PSHB
Grid/Routine Trim	Good	\$9,110	No	5	
Priority	Valid	PW Type			
N/A	Yes	Parkway			

Crew	Date	Work Type / Comments	Job # / Acct #	Invoice#	Amount
WCA	06/06/2018	Work Already Performed	39725	137571	Inspection
WCA	06/05/2018	Prune Backup - Crew	39725	137571	Hourly
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WCA	01/15/2007	Grid Pruning	9754	45292	\$41.50
WCA	05/11/2001	Grid Trimming	3569		\$40.10



City of Costa Mesa

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 22-901

Meeting Date: 10/13/2022

TITLE:

PARK RANGER REPORT

DEPARTMENT:

POLICE

City of Costa Mesa Police Department

Memorandum



DATE: October 1st, 2022

TO: Lieutenant J. Chamness

FROM: Park Ranger Jeff Vaughn

RE: **PARKS COMMISSION MONTHLY REPORT
September 2022**

<u>INCIDENT</u>	<u>TOTALS</u>
• Alcohol Violations	2
• Smoking Violations	3
• Camping Violations	10
• Off trail Violations	11
• Leash Law Violations	0
• Parking Cites	7
• Miscellaneous Code Violations	10
• Reports	4
• Park Disturbance Calls	18
• Picnic Permit Checks	0
• City Assist Calls	13
• Foot Patrol Checks	79
• Bike Patrol Checks	0
• Vehicle Checks	314

CITY OF COSTA MESA
Park Ranger Unit
Enforcement Summary

Talbert Park **2 Arrests, 3 report and 21 Citations Issued**

1298 and 1299 Victoria St.	1 citation CMMC 12-23 2 Misdemeanor Bench Warrant arrest 8 citations CMMC 11-304(a)(3) 1 citation CMMC 12-20(a)(7) 11 citations OCCO 2-5-46(a) 1 citation CMMC 8-133(b) 2 PC 148(a) 1 Found Property report
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Fairview Park **3 Citations Issued**

2501 Placentia Ave.	1 citation CMMC 12-18(a) 1 citation CMMC 12-24 1 citation B&P 25620(a)
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Vista Park **1 Citation Issued**

1200 Victoria St.	1 citation CMMC 8-133(b)
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Wilson Park **1 Arrest and 1 report**

360 W Wilson St.	1 Graffiti report 1 Misdemeanor Bench Warrant arrest
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Kethum-Libolt Park **2 citations Issued**

1250 Maple St.	1 citation CMMC 8-133(b) 1 citation B&P 25620(a)
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Joann Bicycle Trail **3 citations Issued**

558 Joann St.	1 citation CVC 21211(a) 2 citations CMMC 11-304(a)(2)
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COSTA MESA MUNICIPAL CODE (CMMC)

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

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

B&P 25608	Possession of alcohol on school grounds
B&P 25620(a)	Open alcoholic beverage
B&P 25662(a)	Minor in possession of alcohol

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



City of Costa Mesa

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 22-902

Meeting Date: 10/13/2022

TITLE:

DIRECTOR'S REPORT

DEPARTMENT:

PARKS & COMMUNITY SERVICES



PARKS & COMMUNITY SERVICES COMMISSION REPORT

MEETING DATE: September 13, 2022

ITEM NUMBER: MR - 2

SUBJECT: PARKS AND COMMUNITY SERVICES DIRECTOR'S REPORT

DATE: October 5, 2022

FROM: JASON MINTER, PARKS & COMMUNITY SERVICES DIRECTOR

FOR FURTHER INFORMATION CONTACT: (714) 754 - 5065

❖ **Animal Care Services**

2022 Services	March	April	May	June	July	Aug.	Sept.
Impounded animals	38	58	40	47	64	92	36
Returned to owner	19	20	8	17	6	20	7
Transferred to adoption center	11	23	22	28	40	39	48
Adopted	15	15	21	17	35	25	31
Animal License Issued/Renewed	303	237	279	295	292	247	245

❖ **Arts in Costa Mesa**

• **Arts Commission**

- First Arts Commission meeting is scheduled for November 3, 2022

• **Arts Grants**

- Open up this month with \$5,000 in awards

• **ARTventure**

- 115 participating artists (Southern California)
- 275 works of art (photography, fiber art, mixed media, 3-D sculpture, representational & abstract art, youth art)
- 8 cash awards (categories above and 1 award presented by the Mayor)
- 10 honorable mentions with gifts

• **Exhibit Spaces**

- The Exhibit at the Senior Center
 - October 7-December 31, 2022
 - *The Wabi Sabi of the Natural World* by artist Bonnie Matthews

• **Public Art**

- A draft of the Art in Public Places Program and Policies Recommendations document is currently being reviewed by staff (1st draft)

• **Utility Art Box Program**

- A new utility art box (Box #1) has been completed and is located on the corner of Victoria St. & Canyon Dr.
- The artwork is by artist, Zach Beckemeyer and is entitled: Newport Pier

❖ **Community Gardens**

Garden Location	Parcel Quantity	Parcels Rented	Waitlisted
Del Mar	57	57	80
Hamilton	42	42	30

❖ **Costa Mesa Senior Center**

- The monthly newsletter is mailed out to over 1,880 members each month
- On September 15, Senior Center staff transported 10 seniors in the Center's electric shuttle, to Angel's Stadium for a behind the scenes tour. This trip concluded the Summer Community Trip Program. The program will return in late fall/early winter.
- The Costa Mesa Senior Center has continued its mission of enriching seniors lives through health and wellness by organizing the return of Active Aging Week (September 26-30). Seniors enjoyed activities such as Laughter Yoga, Active Power Hour, Nutrition Bingo, Melt & Pour Soap Making, and Paint N' Sip.
- After a three-year hiatus, the Costa Mesa Senior Center held its Knowledge and Health Fair Expo on September 28 to provide seniors in the community resources. The expo had more than 280 participants in attendance with three (3) event partners and more than 30 vendors on site. Participants and vendors remarked that the event was excellent and glad it returned.

Senior Programs	March	April	May	June	July	Aug.	Sept.
Meals on Wheels OC - Meals	8,004	6,882	7,692	5,401	5,000	5,918	4,053
Meals on Wheels OC - Seniors	1,772	1,588	1,723	1,578	1,578	1,721	1,351
Second Harvest Grocery Boxes	280	280	280	280	280	85	170
Wellness Calls	1,387	1,072	981	1,249	1,249	1,001	1,017
Transportation Program Trips	790	702	628	746	746	862	745

❖ **Downtown Recreation Center**

Gym Programs	Pickleball	Youth Open Gym	Basketball	Volleyball
Participants	175	37	6	96
Visits	537	69	6	131

❖ **Downtown Aquatic Center**

2022 Aquatics Programs	March*	April	May	June	July	Aug.	Sept.
Adult Lap Swim Participants	90	N/A	N/A	94	108	121	113
Total Lap Swim Visits	167	N/A	N/A	254	381	520	353
Instructional Class Participants	N/A	N/A	N/A	70	168	255	50
Instructional Class Attendance	N/A	N/A	N/A	566	568	469	298
Swimming Lesson Spectators	N/A	N/A	N/A	816	1107	1051	372

**The pool closed on March 17 for the replaster project and reopened in June*

❖ **Contract Classes**

2022 Enrollment	March	April	May	June	July	Aug.	Sept.
Youth & Adult Totals:	223	239	156	494	439	170	183

❖ **Fairview Park**

- The City hosted its "Second Saturday" restoration day on Saturday, September 10, in partnership with Fairview Park Alliance. There were approximately 20 members of the public in attendance supporting the City's non-native plant removal in the canyon.

❖ Adult Sports

• **Adult Sports – September**

- Adult Softball League – Operated by Major League Softball
 - Summer 2022 Season began July 25- August 7 with 92 teams and a total 1,104 participants enrolled.
- Adult Basketball League – Operated by City Staff
 - Summer 2022 Season began July 25- September 26 with 8 teams and a total 66 participants enrolled.
 - Will be starting second league night in Fall 2022
- Senior Softball League – Operated by City Staff
 - Spring and Summer 2022 Season began February 3 to August 7 with a total of 30 participants enrolled.

• **Fields**

Field Usage	# of Organizations	Hours
September	39	33,580

❖ Park Reservations

September 2022			
Park Location	Permits Issued		Park Location
Brentwood	1		Shalimar
Del Mesa	4		Shiffer
Estancia	5		Smallwood
Heller	3		TeWinkle
Jordan	1		Vista
Paularino	1		Wakeham
Moon	1		

❖ Youth Programs

• **1-Day Camp Costa Mesa**

- Occurs during NMUSD non-holiday school closures
- Held at Balearic Community Center
- Registration began on August 29, 2022

Date	Capacity	Enrolled
September 28	50	21
October 26	50	10
November 1	50	28

• **Winter Camp Costa Mesa**

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

Week #	Capacity	Enrolled
1 (December 27-30)	50	15
2 (January 3-6)	50	25

- **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	24
3-4 year old (T/Th)	40	27

- **Teen Program**

- Free afterschool care for 7th - 12th grades from August 22, 2022 – June 8, 2023
- Teen Centers located at TeWinkle Middle School and Downtown Recreation Center
- Offers transportation from Ensign Inter./Newport Harbor HS to DRC Teen Center
 - DRC: 17 students
 - TeWinkle: 65 students
 - Shuttle/Van pickup to DRC: 13 students

- **Youth Sports – Fall Volleyball**

- Free clinic-based instruction at Downtown Recreation Center Gym
- Season: September 12 – November 19, 2022
 - Registration began August 8, 2022

Divisions / Grade level	Capacity	Enrolled
A. 6th - 8th Grade	40	26
B. 4th - 5th Grade	40	36
C. 1st - 3rd Grade	40	30

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

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

School Site	Capacity	Enrolled
Adams	40	40
California	60	60
College Park	40	40
Davis Magnet	80	80
Killybrooke	40	40
Paularino	40	37
Sonora	40	39
Victoria	40	40
Whittier	40	34

❖ **Special Event Permits**

2022 Permits	
Total Permits Issued as of May 2022	38
Permits at City Facilities	18
Permits at Private Commercial Property	20
Pending Permits	4

❖ **Capital Project Updates**

- The Musical Instruments have been installed at the Donald Dungan Library. This project was funded through the Friends of the Costa Mesa Libraries was officially opened with a ribbon cutting ceremony on September 1.
- The Norma Hertzog Center patio project is now complete. The patio is now concrete, with a seating wall and decorative lighting. This space is a great addition to the remodeled Community Center.
- The Brentwood Park playground replacement project is still in preliminary design. Staff are currently planning for community meetings that will be announced later this month.
- The Fairview Park Master Plan Update process will begin in early 2023. Staff are preparing to bring a Professional Services Agreement consultant services to City Council later this year. The Commission will host community meetings for the Fairview Park Master Plan Update.

Upcoming Events	Dates	Location
Scarecrow Festival	October 15, 2022	Lions Park Event Lawn
Barktoberfest	October 22, 2022	TeWinkle Park
Halloween Bash	October 26, 2022	Costa Mesa Senior Center
Trunk or Treat (partner)	October 29, 2022	IKEA Costa Mesa
International Food Fair	November 10, 2022	Costa Mesa Senior Center
Thanksgiving Lunch	November 17, 2022	Costa Mesa Senior Center