



CITY OF NEWPORT BEACH PARKS, BEACHES & RECREATION AGENDA

CITY COUNCIL CHAMBERS @ CIVIC CENTER
100 Civic Center Drive
TUESDAY, December 3, 2013– 6PM

PB&R Commission Members:

Tom Anderson, Chair
Ron Cole, Vice Chair
Kathy Hamilton
Walt Howald
Roy Englebrecht
Marie Marston

Staff Members:

Laura Detweiler, Recreation & Senior Services Director
Sean Levin, Recreation Superintendent
Mike Pisani, Acting Municipal Operations Director (effective 12/2/13)
Teri Craig, Administrative Assistant

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

2) ROLL CALL

3) NOTICE TO THE PUBLIC

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

4) CONSENT CALENDAR

All matters listed under **Consent Calendar 4A-4C** are considered by the PB&R Commission to be routine and will all be enacted by one motion in the form listed below. The Commission Members have received detailed staff reports on each of the items recommending approval and there will be no separate discussion of these items prior to the time the Commission votes on the motion unless members of the Commission, staff, or the public request a specific item to be discussed and/or removed from the Consent Calendar for separate action. Members of the public who wish to discuss a Consent Calendar item should come forward to the lectern upon invitation by the Chair.

A. **Minutes of the November 5, 2013 regular meeting.**

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

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

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

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

Recommendation: Receive/file Activity Report for activities for past and upcoming projects and events.

5) CURRENT / NEW BUSINESS – Staff Report

A. **Special Tree Removal — 554 Hazel Drive**

Recommendation: Consider request of MOD Staff to remove one (1) City Special tree – Neighborhood Eucalyptus (Desert Gum) tree located at 554 Hazel Drive on Poppy Avenue due to the locations of the water main and gas meter lines. Tree would be replaced with an Australian Willow due to the unavailability of the designated street tree ten feet south of the current location.

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

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

B. Special Tree Removal — 535 Hazel Drive

Recommendation: Consider request of MOD Staff to remove one (1) City Special tree – Neighborhood Eucalyptus tree located at 535 Hazel Drive due to conflicts with homeowners driveway and replaced with an Australian Willow due to the unavailability of the designated street tree ten feet south of the current location.

C. Reforestation — 1946 Port Edwards Place

Recommendation: Consider request of MOD Staff to reforest one (1) City Carrotwood street tree located at 1946 Port Edwards Place and replaced with the designated Golden Rain street tree.

D. Bench Donation — 19th Street / West Ocean Front

Recommendation: Consider bench donation request of Bill Bennett to be located along West Ocean Front at the 19th Street end in memory of Walter D. K. Gibson III.

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

7) PUBLIC COMMENTS ON NON-AGENDA ITEMS

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

8) ADJOURNMENT

CITY OF NEWPORT BEACH

Parks, Beaches & Recreation Commission Regular Meeting November 5, 2013 – 6pm

1) CONVENE MEETING OF THE PARKS BEACHES & RECREATION COMMISSION TO ORDER – 6:04 p.m.

2) ROLL CALL

Present: Ron Cole, Vice Chair
Kathy Hamilton
Walt Howald
Roy Englebrecht

Absent: Tom Anderson, Chair
Marie Marston

Staff: Laura Detweiler, Recreation & Senior Services Director
Sean Levin, Recreation Superintendent
Mike Pisani, Deputy Municipal Operations Director
Pat Thomas, Deputy Public Works Director / City Engineer
Teri Craig, Administrative Assistant

3) NOTICE TO THE PUBLIC

4) CONSENT CALENDAR

A. **Minutes of the October 1, 2013 and October 23, 2013 meeting.**

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

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

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

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

Recommendation: Receive/file Activity Report for activities for past and upcoming projects and events.

D. **Tree Donation Request – Castaways Park**

Recommendation: Approve tree donation in memory of former City Manager Kevin Murphy at Castaways Park by Tina Murphy.

E. **Community Services Award – Newport Theatre Arts Center (NTAC) Board of Directors**

Recommendation: Approve nomination to recognize NTAC Board of Directors for 35 years of providing the arts to the community and direct staff to invite the Board to a future meeting for presentation.

Motion by Commissioner Howald: seconded by Commissioner Englebrecht to accept items 4A – 4E of the Consent Calendar. Motion carried by acclamation.

5) CURRENT / NEW BUSINESS – Staff Report

A. Special Tree Removal – 619 & 621 Poppy Avenue

Recommendation: Consider request of MOD Staff to remove one (1) City Special tree – Neighborhood Eucalyptus (Desert Gum) tree located adjacent to 619 Poppy Avenue and to remove one (1) City Special tree – Neighborhood Eucalyptus (Desert Gum) trees located adjacent to 621 Poppy Avenue. These removals will mitigate potential liability due to sulfur fungus conks at 619 Poppy and a declining canopy and peeling bark at 621 Poppy Avenue.

Deputy Director Pisani provided a brief overview of the staff report to the Commission.

Discussion ensued regarding the peeling bark and why staff is recommending only one replacement tree.

Deputy Director Pisani stated they would not be replacing the tree at 621 Poppy Avenue because of the proximity to the intersection; he also stated that Council Policy G-6 discusses this as well.

Vice Chair Cole opened the public discussion.

Ron Yeo commented that it was his opinion that the City over prunes trees and that this is one of the underlying factors that many of the trees in the City are being removed.

Jim Mosher commented on the replacement tree – the Australian Willow and noting that it is not listed on the Street Tree Designation List. He urged the Commission to move forward with a recommendation to the Council to amend the list. He went on to say that he found it highly unlikely that staff could not find a suitable Coral Gum tree – the designated street tree.

Vice Chair Cole closed the public discussion.

Discussion followed regarding Council Policy G-6.

Motion by Commissioner Englebrecht; seconded by Commissioner Hamilton to remove one (1) City Special tree – Neighborhood Eucalyptus (Desert Gum) tree located adjacent to 619 Poppy Avenue and replaced with an Australian Willow tree; and remove one (1) City Special tree – Neighborhood Eucalyptus (Desert Gum) trees located adjacent to 621 Poppy Avenue with no replacement tree. Motion carried by acclamation.

B. Special Tree Removal – 1739 Candlestick Lane

Recommendation: Consider request of MOD Staff to remove one (1) City Special tree – Neighborhood tree located in the parkway at 1739 Candlestick Lane as the tree cannot be safely root pruned without incurring potential liability and possible tree failure.

Deputy Director Pisani presented details of the report reminding the Commission that it was tabled in October and they had directed staff to evaluate whether or not there were any engineering steps that could be taken to repair the damage while retaining the tree. He noted that after meeting with Public Works staff it was concluded that redesigning the street by redirecting the curb and gutter would be problematic, impact parking and it would be costly. He commented that several mitigating efforts have occurred over the years to save the tree including pruning, injecting fungicide and fertilization. He noted that the designated replacement tree is the Lemon Eucalyptus but that type of tree is too large for the parkway width

and unavailable; therefore staff recommends either the Crape Myrtle or Southern Magnolia as the replacement tree based on availability.

Discussion followed regarding the curb and gutters and agreed that the tree would be too large for its location.

Vice Chair Cole opened the public discussion.

Jim Mosher reminded the Commission that the decision had been delayed last month until more information was received including pictures and direction from City Council once a decision had been made on the appeal at 300 Poppy. He stated no decision has been made and that a decision by the Commission tonight seems premature. He also commented that the Lemon Eucalyptus is the designated replacement tree for Candlestick Lane.

Vice Chair Cole closed the public discussion.

Motion by Commissioner Englebrecht; seconded by Commissioner Howald to remove one (1) City Special tree – Neighborhood Eucalyptus tree located in the parkway at 1739 Candlestick Lane and replaced with either the Crape Myrtle or Southern Magnolia tree. Motion carried by acclamation.

C. Special Tree Removal – 330 Morning Canyon Road

Recommendation: *Consider request of MOD Staff to remove one (1) City Special tree – Neighborhood tree located at 330 Morning Canyon Road to mitigate potential liability due to internal decay.*

Deputy Director Pisani presented details of the report and noted the reason for removal is that the Kafferboon Coral tree displays evidence of decay that has progressed internally and has created a potential for tree failure. He noted that mitigating efforts have been taken over the years such as annual pruning, application of insecticide and fertilization. He noted that the designated tree – Toog – is not available and that staff and the HOA have requested the Kafferboon Coral as the replacement tree.

Discussion ensued regarding the mitigating efforts, the replacement tree and the Shorecliffs Property Owners Association request for the type of tree to be planted.

Vice Chair Cole opened the public discussion.

Phillip Case distributed a letter to the Commission describing his personal struggles with the tree and has requested that the tree be removed for several years.

Jim Mosher commented again that he finds it unlikely that staff would not be able to find the designated replacement tree (Toog) and urged the Commission to follow Council Policy.

Vice Chair Cole closed the public discussion.

Motion by Commissioner Englebrecht; seconded by Commissioner Howald to remove one (1) City Special tree – Neighborhood tree the Kaffeboom Coral located at 330 Morning Canyon and replace it with a 36” box Kafferboon Coral tree. Motion carried by acclamation.

D. Special Tree Removal— 531 Hazel Drive

Recommendation: *Consider request of MOD staff to remove one (1) City Special tree – Neighborhood tree located on Poppy Avenue behind 531 Hazel Drive due to evidence of root decay by the appearance of sulfur fungus conks.*

Deputy Director Pisani presented details of the report with recommendations to remove one Eucalyptus rudis (Desert Gum) tree located on Poppy Avenue behind 531 Hazel Drive. The tree is listed as a Special City Tree under Neighborhood Trees City Council Policy G-1. Since this is listed as a Special Tree, several mitigating efforts have occurred to prevent limb and tree failures, insect infestation, and promote the overall health of each tree such as annual pruning, application of insecticide to control psyllid infestation, and fertilization to improve the tree's overall health. He also noted that the tree has evidence of root decay by the appearance of sulfur fungus conks. Conks indicate internal decay and potential tree failure at the soil line or below ground. Deputy Director Pisani went on to say that if the removal is approved, an Australian Willow tree will be planted at the same location. He noted that the Coral Gum, the designated street tree is unavailable

Vice Chair Cole opened the public discussion; seeing none the discussion was closed.

Motion by Commissioner Englebrecht; seconded by Commissioner Howald to approve the removal of one (1) City Special tree – Neighborhood Eucalyptus tree located on Poppy Avenue behind 531 Hazel Drive and replaced with a 36” box Australian Willow tree. Motion carried by acclamation.

E. Review of the Conceptual Plan of the CdM Pocket Park

Recommendation: *Review and approve the CdM Pocket Park conceptual plan located north of the Hobie Surf Shop at 3140 East Coast Highway.*

Superintendent Levin introduced Deputy Public Works Director/City Engineer Pat Thomas to the Commission. Mr. Thomas commented on the plant materials selected and noted that Council Member Selich is an advocate of the project.

Mr. Thomas then introduced Landscape Architect Bob Borthwick of Borthwick Guy Bettenhausen, Inc. who commented that although the project is for a small space of land it would include some plantings, and a 30” retaining wall with cement seating.

In response to Commissioner Howald’s question Mr. Thomas stated that the project had a budget of \$10,000.

Discussion ensued regarding the need for seating more specifically bench type seating and the importance of receiving support from the CdM Chamber and the CdM Business Improvement District (BID).

Vice Chair Cole opened the public discussion.

Ron Yeo speaking on behalf of the CdM Business Improvement District noted that their goal with this project was to make it pedestrian friendly and believed that this design would fulfill that need.

Vice Chair Cole closed the public discussion.

Motion by Commissioner Howald; seconded by Commissioner Englebrecht to approve the CdM Pocket Park with the addition of bench style seating and for staff to meet and review the project with the CdM Chamber and BID. Motion carried by acclamation.

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

Vice Chair Cole asked for updates from the Ad Hoc Committee:

- Community Service Award – Award will be presented at a future meeting.
- Lower Castaways – Director Detweiler stated that they had met with David Volz Design and review conceptual designs to include open recreation areas; access to Upper Castaways; launch area; and a staging area for cyclists. The next step is to review potential costs and conditions over the next several months.
- G-1 Policy – Next meeting is scheduled for November 14.
- Youth Sports Liaison – Commissioner Englebrecht stated that their semi-annual meeting is scheduled for December or January.
- Blackball – Vice Chair Cole stated that a community workshop had been held on October 21 with over 150 people in attendance. He stated that the Committee will bring this item to the Commission at a future meeting.

Commissioner Howald thanked Chair Anderson and Commissioner Englebrecht for attending the OASIS tour on October 23rd.

7) PUBLIC COMMENTS ON NON-AGENDA ITEMS

None

8) ADJOURNMENT @ 7:17pm.

Submitted by:

Teri Craig, Admin Assistant

Approved by:

Ron Cole, Vice Chair



NEWPORT BEACH

PB&R Commission Staff Report

Agenda Item No. 4B
December 3, 2013

TO: Parks, Beaches & Recreation Commission

FROM: Municipal Operations Department
Mike Pisani, Deputy Municipal Operations Department Director
949 644-3055, mpisani@newportbeachca.gov

TITLE: October Activity Report – Parks and Trees, and Operations Support Divisions

PARKS MAINTENANCE:

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

Arches Interchange Landscape Enhancements

Recently, staff coordinated with City contractors to enhance the landscaping on the northwest and southeast Newport Boulevard ramps. The ramps are focal points of the much larger “Arches Interchange”, which connects Newport Boulevard to West Coast Highway. The planting replaced an iceplant-type vegetation that had become bulky and inconsistent. The project utilized ornamental grasses, smaller-sized aloes, a punch of red-blooming daylilies, and a thin edging of low-growing grey succulents. The plants selected will provide additional interest through form, flower, texture, and contrasting foliage colors, as well as being a responsible choice for water conservation. Moreover, the new landscaping will highlight the recently-installed Mediterranean Fan Palm trees rescued from the grounds at the Old City Hall.



Before



After



Landscape Plan

Kudos to Parks Maintenance Crew Chief Bob Martinez, who is responsible for the planting plan and coordinating this tremendous effort!

OPERATIONS SUPPORT:

Back Bay Science Center Parking Lot Drainage Maintenance



Before



The Storm Drain Crew recently found that the gravel drainage strips in the parking lot of the Back Bay Science Center were draining water very slowly. The Crew used a Vactor and backhoe to remove gravel, a sand layer, and two layers of filter fabric that were clogged with silt. Following the removal, they installed an improved filter fabric and clean gravel in the strips without replacing the layer of sand. This will improve the drainage and provide a significantly longer period before major maintenance is required. This job was completed in stages as to not interfere with the Center's numerous daily programs.



After



TREES:

As part of the City’s overall grid and annual trimming schedule, the City’s tree service contractor pruned trees within the Newport Heights, Balboa Peninsula, and Balboa Island areas. Additionally, annual pruning of Coral, Orchid, and Palm trees are occurring throughout the City.

<i>Month of:</i>	<i>Trees Trimmed:</i>	<i>Trees Removed:</i>	<i>Trees Planted:</i>
October	2,323	27	17

New Palms in Balboa Village

Recently, the City installed five 10+-foot *Washingtonia robusta* Palm trees in Balboa Village, near the bus parking area. These replaced King Palm trees that died, due to the species’ inherent struggles with direct coastal influence.



Significant Tree Planting

This month, West Coast Arborists (WCA) planted thirteen 36” box trees in two neighborhoods. On the 1200 and 1300 blocks of Sussex Lane, WCA planted seven *Koelreuteria bipinnata* - Chinese flame trees; on the 700 block of Heliotrope Avenue, six *Magnolia grandiflora* – Little Gem Magnolia trees were planted. The trees are a welcome addition to the neighborhoods, and staff will continue to plant trees to fill vacant sites throughout the City.

Sussex Lane



Heliotrope Avenue



Port Theater Reforestation

At the December 2012 PB&R Commission meeting, the Port Theater requested and received approval for a reforestation of the tree in front of their property, due to concerns the existing Hong Kong Orchid street tree was blocking the theater marquee. This week, WCA planted a 22-foot King Palm tree on the west side of their frontage. Due to the tree’s size and small cut-out parkway planter, the tree was difficult to find.

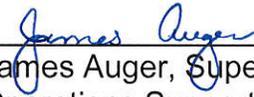


The Concrete Crew removed a section of sidewalk for the tree well and trenched for water lines, and Park West Landscape moved irrigation into position for the tree.

Prepared by:



Dan Sereno, Superintendent
Parks and Trees Division



James Auger, Superintendent
Operations Support Division

**Recreation Services
Monthly Activities Report**

To: Parks, Beaches & Recreation Commission

From: Sean Levin, Recreation Superintendent
Celeste Jardine-Haug, Senior Services Manager



Re: Recreation & Senior Services Department Monthly Activities Report

A Spooktacular time at the City Programs

The kids weren't the only ones having fun dressing up this October, Seniors in the OASIS Zumba Gold class enjoyed it as well at this popular class. The instructors even mixed up the music to include Halloween tunes such as "Monster Mash" and "Thriller." Zumba Gold classes meet every morning at OASIS and are one of the center's most popular classes. It's no wonder it's such a hit; fun instructors and students make exercising a blast!



Preschool 101 and Active Kids refuse to be left behind in these festive days and celebrated with Halloween festivities of their own which brought princesses, skeletons, witches, and dinosaurs to all the sites! The pint-sized goblins, ghouls and fairy creatures of Preschool 101 participated in a potluck where parents could bring in their favorite snacks. In the Active Kids Afterschool Program, the day was planned around a Halloween decorating contest and the classic *Ghostbusters* movie. The afterschool locations were eerily decorated with a unique spooky theme. The kids all enjoyed the day and looked great dressed in their costumes!



CARFIT EVENT AT THE OASIS!

On November 14, 2013 the OASIS Senior Center held a special clinic for older drivers called CARFIT. Unlike many senior driver safety programs, CARFIT focuses not on the *abilities* of the senior driver, but on their *proper placement* within their vehicle.

CARFIT is not a driving test or mechanical inspection. It is an opportunity for older drivers to enhance their safety by spending just 20 minutes with trained CARFIT technicians. All technicians have been trained through the collaborative efforts of AAA, AARP and AOTA (Association of Occupational Therapists). The information given is confidential and no identifying information is given to law enforcement officials or health care providers.

The CARFIT program reviewed twelve key areas of the driver fit to their personal vehicle, including:

- A clear line of sight over the steering wheel
- Adequate space between the front steering wheel/airbag
- Proper positioning on gas and brake pedals
- Proper seat belt use and fit
- Safe positioning of the mirrors

At the conclusion of the check-up an occupational therapist reviewed the checklist with the driver and offered tips on ways to overcome age related limitations. For more information, visit the CARFIT website at www.car-fit.org.

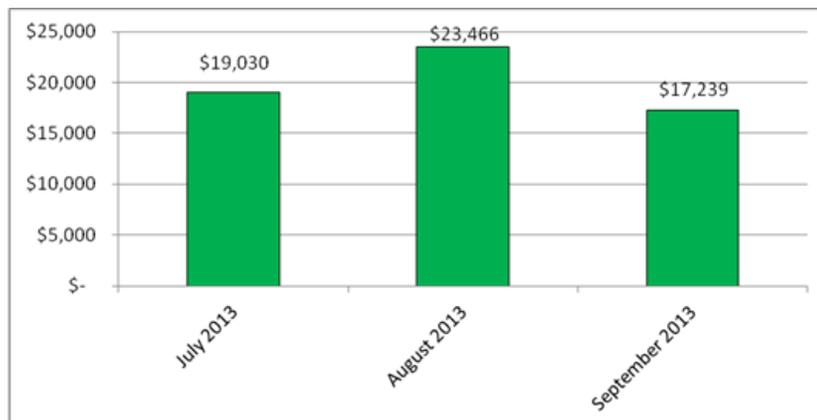
Please Welcome to Marine Protection....

Meet our new Marine Naturalist Interpreter, Jason Beitdashtoo. Jason was born and raised in Orange County, and knew in high school that he wanted to study marine biology. Jason attend Cal Poly San Luis Obispo for his undergrad where he received his Bachelor's Degree in Biological Sciences with a concentration in Marine and Fisheries. Jason's passion for the ocean grew when he gained experience in the aquarium husbandry field, and also became a certified PADI Rescue scuba diver. Upon graduation in June 2012, he was a staff member and volunteer at the Monterey Bay Aquarium. In his free time, Jason enjoys spending time at the beach, going on hikes with his dog, cooking, and running long distances for marathon training. Jason is excited to gain new experiences with the City of Newport Beach.



OASIS Fitness Center Stats

Personal training at the Fitness Center continues to grow. Approximate revenue for the 2013-2014 fiscal year through September 2013 is at \$57,735. This is a 47% increase from the same time last year. The Fitness Center offers six certified personal trainers from a variety of training backgrounds including gerokinesiology, holistic nutrition and exercise physiology.



OASIS Fitness Center Personal Training Sessions

Start making the most out of your fitness center membership!



Robert Keller



Danielle Hernandez



Khristian Firme



Amanda Brown



Stephanie Strauss



Michael Ryan

- Learn proper technique and form on equipment
- Achieve your fitness goals
- Get personal attention & professional direction with your workout routine
- Start a healthier lifestyle
- Stay motivated and on track with your routine



Nourish your mind, body and spirit.

Personal Training Rates

1 Hour Session: \$75 (includes consultation)

1 Hour Package: \$325 (5 sessions plus consultation)

30 Minute Session: \$40 (includes consultation)

30 Minute Package: \$350 (10 sessions plus consultation)



OASIS

FITNESS CENTER



801 Narcissus Ave

Corona del Mar, CA

949 718-1818

We Give Thanks to Park Patrol for Always Lending a Helping Hand

On Sunday, November 11 at about 3:00pm; Officer DJ Ferris heard a call over the PD radio about an accident involving two vehicles and a possible drunk driver. Officer Ferris, who was on patrol near San Miguel and MacArthur, was less than two blocks from the location of the incident and headed over to assist.

Once on site, the accident victim informed Officer Ferris that the suspected drunk driver was attempting to flee from the scene of the crime and pointed out the vehicle in question. Officer Ferris proceeded to radio the Newport Beach Police and informed them that he would follow the driver at a safe distance until they could respond. Minutes later, the suspect was stopped by Newport Beach Police and arrested for the hit and run and driving under the influence.

We give thanks to Officer Ferris for his quick thinking and the actions he took to help prevent the drunk driver from causing any further accidents on the roadways of Newport Beach.

We Are Thankful for Programs that Save Seniors Money

HICAP (Health Insurance Counseling and Advocacy Program) offered a clinic with eight counselors and a total of 88 appointments on Friday, November 8. Using an online computer program, the counselor reviewed the senior's current Part D coverage and compared it to other companies to find if there was a better option. One might be paying too high a premium or find that some of their drugs are not covered. Each year this program saves our seniors thousands of dollars.

We Are Thankful for all the Rentals at Newport Coast Community Center

From January-October 2013, Newport Coast Community Center (NCCC) hosted close to 100 rentals, including several for internal user groups. NCCC is a popular site for birthday parties, meetings, and sports gatherings.

We Are Thankful for the Future Construction of a New MBAC Locker Room

Construction to build a new 3000 sq foot locker room at the Marian Bergeson Aquatic Center (MBAC) at CDM High School is scheduled to begin mid-December. The project is scheduled to be completed by summer 2014. The City is happy to support Newport-Mesa Unified School District and the aquatics community with this much needed project.

We are thankful for the new planned locker rooms and the minimal impact on the City's aquatics programs during construction.

We Give Thanks for the After-Class Enrichment Programs

This last week kicked off the holiday sessions of After-Class Enrichment (ACE) programs at Mariners and Newport Elementary schools. The programs offer a unique opportunity for students to take specialty classes with some of our most popular instructors. A new Robotics class which specializes in Science, Technology, Engineering and Mathematics (STEM) education was introduced this season. STEM is a creative, fun way to engage children to these subjects. We give thanks for the success of these programs and the ability to reach out to different areas of the community!



We Give Thanks for the Ability to Offer Programs like: Healthy Brain Aging

On Wednesday, November 6, OASIS hosted a positive and encouraging presentation by Dr. William Shankle, MD, Program director, Hoag Memory and Cognitive Disorder Department. This informative discussion addressed how to prevent memory loss and other cognitive impairments due to Alzheimer's disease and related disorders. He pointed out the risk factors and their management along with how to recognize the early signs of memory loss, and what we can do about it. There was a large audience of 170 people and everyone left feeling hopeful for the future.



We Give Thanks for the Promotion of Travis Benson

The Department would like to congratulate Travis Benson on his recent promotion to Assistant Recreation Coordinator at the OASIS Senior Center. After a competitive open recruitment process, Travis, who graduated from CSULB with a Bachelor's in Kinesiology, was selected to coordinate the special events and the facility rentals at OASIS. Travis joined the department as a flag football coach in 2010 and has also worked at the Newport Coast Community Center and the Active Kids After School program. Earlier this year, he was promoted to Senior Recreation Leader at OASIS.

In his spare time, Travis likes to go to the beach, play hockey, hike, and spend time with his family and friends. When asked what he liked about working in Recreation & Senior Services, Travis replied, "I like knowing that I am making a positive difference in someone's day and I like knowing that I am helping people and serving the community. Whether I am working with children in our after school programs or at OASIS, I simply enjoy helping others and connecting with them. My favorite part about working at OASIS is that I get to meet so many different people and I love listening to their life stories."



Park Patrol

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

1. REQUESTED Calls

- 96 with Youth Sports Groups
- 15 Field related issues/checks
- 7 Park/Picnic/reservation issues/checks
- 69 Community Center issues/checks
- 30 Playground checks
- 35 other
- 0 CdM Beach Contacts

2. PUBLIC CONTACTS

- 123 Education
- 5 Alcohol
- 115 Dog related
- Written Warning Issued: 7 for parking violations
- Citations Issued – 1 issued for commercial activity at Peninsula Park.

FACILITY RENTALS & SPECIAL EVENT PERMITS

During the period of October 16 – November 15, 2013 there were:

- 10 Picnic/Park Area Rentals
- 5 Room Rentals
- 3 Field Rentals
- 8 Gym Rentals
- 10 OASIS Classroom Rentals
- 4 OASIS Event Center Rentals
- 24 Civic Center Rentals

As of November 15, 2013, there were 275 Special Event Permits processed and issued for the year. Those events of note for this period are:

Kring and Chung Triathlon- Dunes/BackBay, 10/20/2013 - Attendance: 2000

Crop Walk-Back Bay Drive, 10/27/2013, Attendance: 200

NSSA Surf Contest- 54th Street Beach, 11/2-3/2013, Attendance: 200

NAC Row Festival- Newport Aquatic Center, 11/3/2013, Attendance: 800

Fashion Island Tree Lighting- Fashion Island, 11/15-16/2013, Attendance: 5000

OASIS UTILIZATION REPORT

October 2013

PARTICIPANTS ATTENDING 12,313 CUSTOMERS

RECREATIONAL CLASSES CUSTOMERS

FITNESS CENTER 6,042 CUSTOMERS

PERSONALIZED SERVICES PROVIDED 2,204 CUSTOMERS

Includes:

Blood Pressure	40	Medical Equipment Rentals	34
Counseling-Persons	40		
Eldercare	0	All Rentals	12
Employment	25	Senior Assessment(hrs)	45
HICAP	16	Telephone Reassurance	230
Housing Counseling	30	Visual Screening	0
Information and Referral	1720	Taxes (Seasonal)	N/A
Legal Assistance	12		

SENIORS RECEIVING TRANSPORTATION SERVICES 1,342 RIDERS

Care-A-Van/Shuttle

CUSTOMERS RECEIVING NOON MEALS @ OASIS 1,627 CUSTOMERS

*includes meals on wheels

VOLUNTEER SERVICES PROVIDED AT THE CENTER 1,831 HOURS (includes Rummage Sale Volunteers)

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

PARTICIPANTS IN FRIENDS OF OASIS TRAVEL 242 CUSTOMERS

Day Trips

Inland Orange County	40
Huell Hower-Mystery Trip	50
Rose Bowl Flea Market	37
Temecula Wine Tasting	33

Day Trips

Temecula Wine Tasting	33
Harrah's Rincon Casino	47
USS Carl Vinson	35

SPECIAL EVENTS/SCREENINGS/LECTURES 856 PERSONS

Sailing, Golf, Computer		Flu Shot Clinic	221
Friends, Big Band and	510	Medicare Update Lecture	70
Let's Go Trippin'		UCI LeCture: Aging Eye	50
		Brown Bag	5

UPCOMING

RECREATION
& SENIOR SERVICES

EVENTS

DECEMBER 5

Holiday Social - 4pm for \$5

OASIS SENIOR CENTER (801 NARCISSUS AVENUE)

DECEMBER 6

Breakfast with Santa - 9:30-11am for \$15

NEWPORT COAST COMMUNITY CENTER (6401 SAN JOAQUIN HILLS DRIVE)

DECEMBER 12

Bunco - 5-7pm for \$10

OASIS SENIOR CENTER (801 NARCISSUS AVENUE)

DECEMBER 13

California Holly & Other Winter Flora - 9-11am FREE

MEETS AT OASIS SENIOR CENTER (5TH& MARGUERITE PARKING LOT)

DECEMBER 18

Holiday Show - 4-5:30pm for \$5

OASIS SENIOR CENTER (801 NARCISSUS AVENUE)

January 1, 2014

Tournament of Roses Parade Excursion - 5am-1pm \$125

MEET @ OASIS SENIOR CENTER TO BOARD DELUXE CHARTER BUS

visit www.newportbeachca.gov/recreation or call 949.644.3151



NEWPORT BEACH

PB&R Commission Staff Report

Agenda Item No. 5A
December 3, 2013

TO: Parks, Beaches & Recreation Commission

FROM: Municipal Operations Department
Mike Pisani, Deputy Municipal Operations Department Director
949 644-3055, mpisani@newportbeachca.gov

TITLE: Special Tree Removal Requests – 554 Hazel Drive (on Poppy Avenue)

RECOMMENDATION:

Staff recommends that the Parks, Beaches and Recreation (PB&R) Commission consider the removal of a Special City Tree, Neighborhood Tree at 554 Hazel Drive (on Poppy Avenue).

Staff recommends that the PB&R Commission consider the replacement tree, Australian Willow, be planted ten feet south of current tree proposed for removal due to locations of water main lines and gas meter.

DISCUSSION:

Staff is requesting approval for the removal of a Eucalyptus rudis (Desert Gum) tree located adjacent to 554 Hazel Drive (on Poppy Avenue). In September 2013, the property owner at 554 Hazel Drive requested the removal of the tree due to curb and gutter damage on Poppy Avenue. The request to remove the Special Tree was denied until the concrete repair was scheduled.

The resident recently provided staff with follow-up documentation on the sewer line issues connected to the tree, including drain cleaning and repair bills totaling \$3,181.50. The Parks and Tree Superintendent and Urban Forester found a sewer line concern around the Eucalyptus rudis (Desert Gum) tree, and are requesting approval for the tree removal, which now meet the criteria in Council Policy G-1.

The tree is listed as a Special City Tree under Neighborhood Trees. City Council Policy G-1, Retention or Removal of City Trees, Special City Trees, Neighborhood Trees, requires that the PB&R Commission approve the removal of a Special Tree (Attachment B).

Since these are listed as a Special Tree, several mitigating efforts have occurred over the years to prevent limb and tree failures, insect infestation, and promote the overall health of each tree. This has included annual pruning prior to the winter storms to

prevent limb failure, application of insecticide to control psyllid infestation, and fertilization to improve the overall health. In addition to City efforts, the property owner's attempts to clean out the sewer periodically did not stop the root intrusion that continues to occur.

If the removal is approved, an Australian Willow (Attachment C) replacement tree will be planted at 554 Hazel Drive, on Poppy Avenue, ten feet south of current location of the street tree for removal. Staff will be planting the Australian Willow due to the lack of availability of the designated street tree, Coral Gum. Staff has attached the Tree Inspection Reports, Tree Removal Reviews (Attachment D), photographs related to this request (Attachment E), and follow up sewer line related documentation (Attachment F).

NOTICING:

Adjacent homeowners and Council Member Nancy Gardner have received a copy of this report. Additionally, surrounding property owners (Attachment G) were notified of the Commission Meeting related to this removal request via postcard. The attached poster (Attachment H) was posted on the tree for removal the week of November 18, 2013.

Submitted by:



Mike Pisani, Deputy Director
Municipal Operations Department

- Attachments:
- A. G-1, Retention or Removal of City Trees, pages 1-2
 - B. Australian Willow tree photograph
 - C. Tree Inspection Report and Tree Removal Review for 554 Hazel Drive (on Poppy Avenue)
 - D. Related photographs
 - E. Sewer line related documentation
 - F. Map (highlighting surrounding property owners notified)
 - G. Tree Poster

RETENTION OR REMOVAL OF CITY TREES

GOAL OF POLICY

To establish and maintain appropriate diversity in tree species and age classes to provide a stable and sustainable urban forest with an inventory that the City can reasonably maintain in a healthy and non-hazardous condition. To require that in approving any tree removal or reforestation request the PB&R Commission shall find that the tree removal request will not adversely impact the overall inventory, diversity and age of the City's Urban Forest.

PURPOSE

The purpose of this policy is to establish definitive standards for the retention, removal, maintenance, reforestation, tree trimming standards, and supplemental trimming of City trees. City trees are an important part of the character and charm of the entire City and provide environmental benefits as well. Regular care, trimming, root pruning, maintenance, and programmed replacement are necessary to preserve this charm while at the same time protecting views consistent with Council Policy G-3 and preventing public and private property damage.

The City classifies public trees in one of three categories: Special Trees, Problem Trees, and All Other Trees.

SPECIAL CITY TREES

It is the City's policy to retain City trees categorized as Landmark, Dedicated, or Neighborhood trees, which have historical significance, and/or contribute to and give character to a location or to an entire neighborhood. Landmark, Dedicated, and Neighborhood trees are identified by species by Attachment 1, and shall hereinafter be referred to as Special Trees. Trees within these categories shall be identified, mapped, recorded and administered by staff for the Parks, Beaches & Recreation Commission ("Commission"). The Commission shall review the Special Tree list on an as needed basis and forward recommendations for additions or deletions to the City Council for approval.

Landmark Trees are identified as those individual Special Trees that possess historical significance by virtue of their size, age, location, or species.

Dedicated Trees are Special Trees donated for or in the memory of specific individuals or organizations.

Neighborhood Trees are Special Trees that by their unusual size, number, species, or location lend a special character to a residential, commercial, or business area.

Special Trees shall be retained, unless there are overriding problems, such as death, disease, or the creation of a hazardous situation, which require their removal. Prior to consideration for any removal of a Special Tree(s), the General Services Director, or designee, shall prepare a report identifying and implementing specific treatment to retain the tree(s). If specific treatment is unsuccessful or impractical in retaining a tree(s) then a full staff report shall be made to the Commission before any further action considering removal is taken. Prior to any removal of Special Tree(s), the City must comply with the noticing provisions of the Removal of City Trees section set forth in this Policy, unless a Special Tree is considered hazardous that necessitates an emergency removal. Any such removal must be recommended by the General Services Director and the Risk Manager and approved by the City Manager.

During normal sidewalk, curb, and street repair activity requiring root pruning, all steps shall be taken to retain Special Trees. If tree roots are to be pruned in association with sidewalk, curb, and gutter improvements, sufficient timing in advance must be planned to ensure that pruning will not destabilize or kill the tree. If both sides of a Special Tree's roots are to be pruned, one side should be pruned 6 months to a year in advance of the other side depending upon the species and other related factors. If root pruning methods are not practical and/or critical to the health of the tree, then alternate or special hardscape improvements should be considered by the City in order to retain the tree providing that costs are reasonable. All proposed root pruning or other tree treatment shall be assessed and approved by the Urban Forester.

Special Trees may be considered for removal in conjunction with a City Council approved beautification project utilizing the Removal of City Trees procedures noted in a subsequent section of the Policy.

PROBLEM TREES

A Problem Tree is defined as a tree that by virtue of its species causes excessive hardscape or utility damage due to its excessive root system. The following trees are defined as Problem Trees:

Geijera parviflora

gye-JER-uh
par-vih-FLOOR-uh

(Australian Willow, Wilga)
Rutaceae (Rue family)
Origin: Southern Australia

Species characteristics:

Form - Evergreen. Graceful, fine textured tree with dense, rounded crown of moderate growth to 40' and 20 - 25' spread. Pendent twigs and leaves give a weeping effect suggestive of weeping willow, but more delicate and compact.

Trunk - Smooth light gray when young, becoming roughened, and reddish brown with age.

Foliage - Leaves narrow, light olive green 3 - 6" long and 1/4" wide with slight curvature.

Flowers/fruit - Small cream-colored flowers in terminal clusters on branchlets from spring to autumn.

No significant pest problems are known at this time.

Site suitability:

Sunset zones - 8, 9, and 12 - 24.

Clearances - Suitable for 5' minimum parkways, medians or cutouts.

Good for street sides, medians, parks and lawns.

Culture considerations:

So long as soils are well drained tolerant of a wide range of moisture levels and soils. Low maintenance once established. Prune young trees carefully. Maintain central leader as long as possible and avoid disturbing adjacent lateral limbs.

Comments, notes:





Municipal Operations Department

TREE INSPECTION REPORT

Name: Mrs. Edward Elowe
612 Poppy Avenue
Corona del Mar, CA 92625

Tree Location: 554 Hazel Drive / Side 2 / On Poppy Avenue

Request: The property owner at 612 Poppy Avenue requests the removal of a City Desert Gum tree due to curb/gutter damage.

Tree Species: Eucalyptus rudis – Desert Gum

Designated Street Tree: Eucalyptus torquata – Coral Gum

Estimated Tree Value: \$3,040.00

Damage: N/A

Parkway: Concrete Brick Turf (X) Other

Comments: A field inspection determined to accommodate the repairs, the tree would need to be removed due to extensive root loss and potential liability.

The tree is listed as a Special Trees, Neighborhood Trees under City Council Policy G-1. Therefore, all alternatives are to be considered before tree removal is considered.

Inspected by: John Conway **Date:** September 9, 2013
John Conway, Urban Forester

Recommendation: Deny removal of the tree until the concrete repair is scheduled. There are no plans to repair the concrete at this time

Reviewed by: Dan P. Sereno **Date:** September 9, 2013
Dan P. Sereno, Parks and Trees Superintendent

SEP 9 2013

Received by: CML



Municipal Operations Department

September 9, 2013

TO: Deputy Operations Department Director

FROM: Parks and Trees Superintendent and Urban Forester

SUBJECT: *Tree Removal Request*

PROPERTY OWNER(S) INFORMATION:	Name:	Mrs. Edward Elowe
	Tree	554 Hazel Drive / Side 2 / On
	Location:	Poppy Avenue

The property owner at 612 Poppy Avenue requests the removal of a City Desert Gum tree due to curb/gutter damage.

A field inspection determined to accommodate the repairs, the tree would need to be removed due to extensive root loss and potential liability.

The tree is listed as a Special Trees, Neighborhood Trees under City Council Policy G-1. Therefore, all alternatives are to be considered before tree removal is considered.

Deny removal of the tree until the concrete repair is scheduled. There are no plans to repair the concrete at this time

REPLACEMENT TREE: YES NO

DESIGNATED TREE: N/A

DEPUTY OPERATIONS DIRECTOR'S COMMENTS/RECOMMENDATIONS:

Retain tree. Any damage doesn't override staff's responsibility to protect special trees per G-1.

Signature: *WR* Date: 9-17-13

RISK MANAGER'S COMMENTS/RECOMMENDATIONS:

Risk Mgmt concerns with staff recommendations.

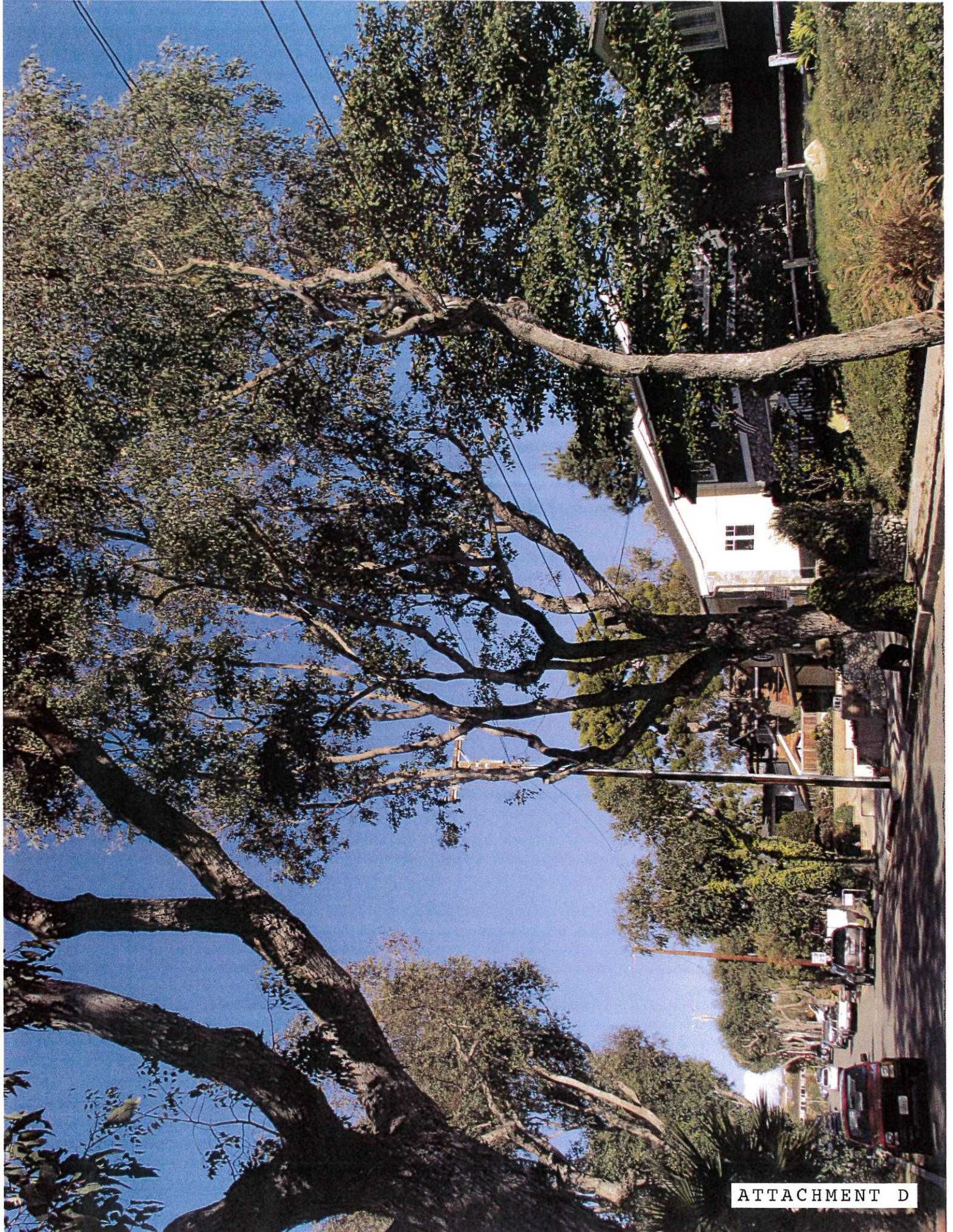
Signature: *Shari Anderson* Date: 9/26/13

CITY MANAGER'S COMMENTS/RECOMMENDATIONS:

OK

City Manager: *[Signature]* Date: 10/1/13

Attachments









CITY OF NEWPORT BEACH Municipal Operations Department

Tree Removal or Reforestation Application

Per City Council Policy G-1 (Retention or Removal of City Trees), I am **requesting** a tree removal(s) to be reviewed by staff and submitted to either the Parks, Beaches, and Recreation Commission for consideration at a future meeting or the appropriate City approving authority. Commission meetings are held on the first Tuesday of each month (expect for holidays) at 6:00 p.m. in the Council Chambers.

Indicate the number and specie(s), (if known) of tree(s).
One (1) Eucalyptus tree

Located at: 612 Poppy Ave.

Please be as specific as possible

Requestor

- Property Owner
- Community Association
- Other _____

Address/ Phone (Daytime) / Email

612 Poppy Ave
Corona Del Mar
EELOWE@LBAREALTY.COM

Signature: Edward Elowe

Date: 10-6-13

Print Name: Edward Elowe

PHONE 949-678-8092

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

Section A. For Tree Removal Requests Only

Removal Criteria (Check one or more)

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

Proven and repeated history of **damaging** public or *private, sewers, water mains, roadways, sidewalks, curbs, walls, fences, underground utilities or foundations.
(*Greater than \$500)

Repeated history of significant interference with street or sidewalk drainage.

Dying Has no prospect of recovery.

Diseased Cannot be cured by current arboricultural methods.

In advanced state of decline with no prospect of recovery.

Hazardous Defective, potential to fail, could cause damage to persons/property upon failure. Assessment by Urban Forester will identify structural defects, parts likely to fail, targets-if fails, procedures and actions to abate.

Beautification Project In conjunction with a City Council-approved City, commercial, neighborhood, or community association beautification program.

SEE ATTACHMENTS
\$3,181.50 IN REPAIRS

CURB & GUTTER

Power Lines
CABLE & Telephone Lines

SEE ATTACHED PHOTOS

Accounting of Sewer Services and Repairs at 612 Poppy

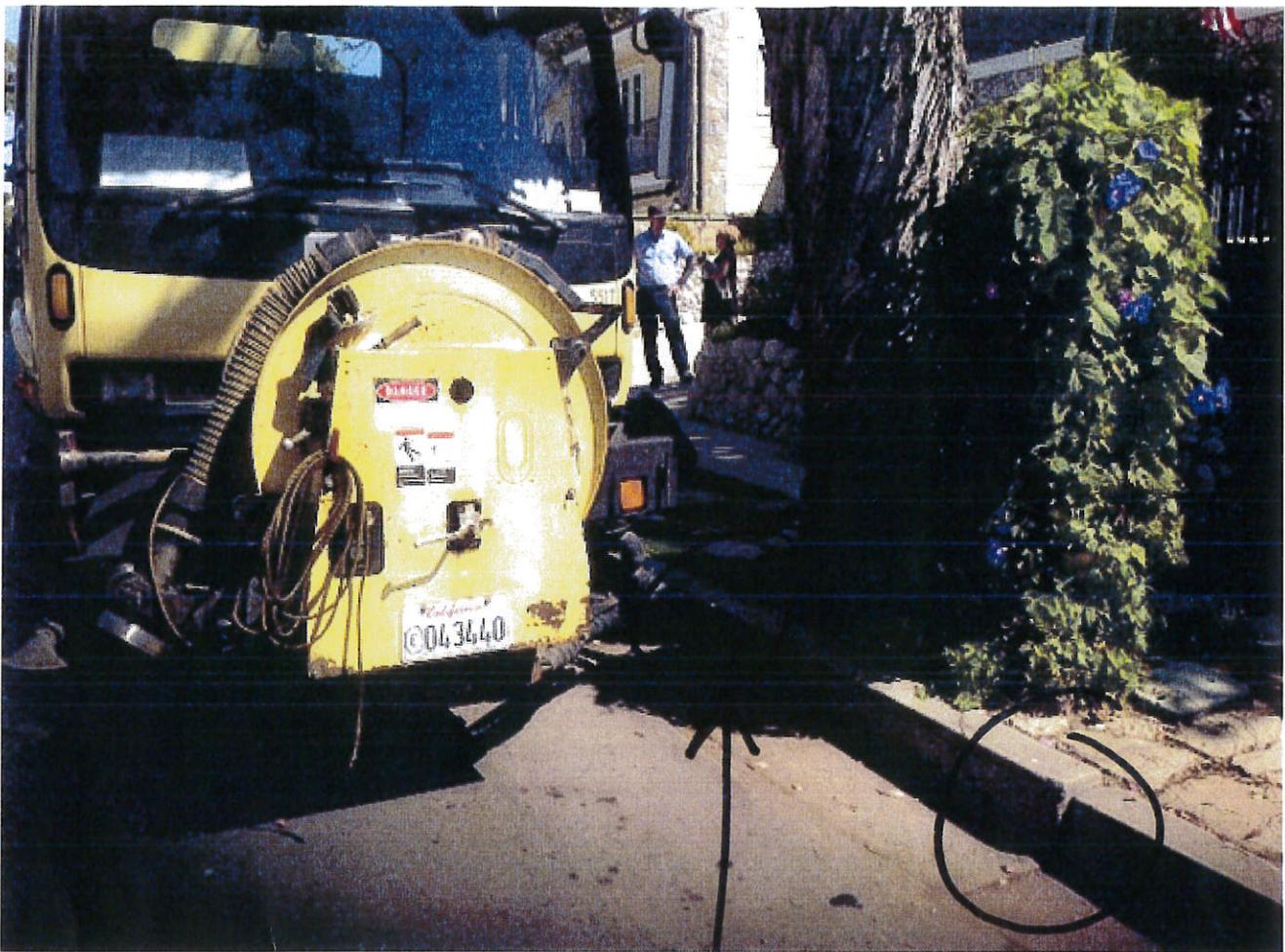
<u>Date</u>	<u>Company</u>	<u>Description</u>	<u>Cost</u>
10/1/13	City of Newport Beach	Clear roots from City Sewer	\$0.00
9/30/13	Old School Rooter	Clear roots from private sewer just before City cleanout	\$0.00 warranty
9/21/13	Old School Rooter	Clear roots from private sewer just before City cleanout	\$125.00
5/13/13	Old School Rooter	Clear roots from private sewer just before City cleanout	\$125.00
12/8/12	Cole Plumbing	Clear roots from private sewer just before City cleanout	\$79.00
10/24/11	Old School Rooter	Clear roots from private sewer just before City cleanout	\$125.00
1/6/11	Old School Rooter	Clear roots from private sewer just before City cleanout and clean upstairs shower drain	\$400.00
10/28/08	Old School Rooter	Clear roots from private sewer just before City cleanout	\$200.00
7/21/08	Old School Rooter	Clear roots from private sewer just before City cleanout	\$125.00
4/17/08	Old School Rooter	Clear roots from private sewer just before City cleanout	\$125.00
8/31/07	Roto Rooter	Clear roots from private sewer just before City cleanout	\$177.50
1/15/07	A-Always Available Plumbing	Replace portion of private sewer that connects to City sewer at City cleanout and clean roots	\$1,700.00

TOTAL = \$3,181.50



CITY SEWER NEXT TO TREE





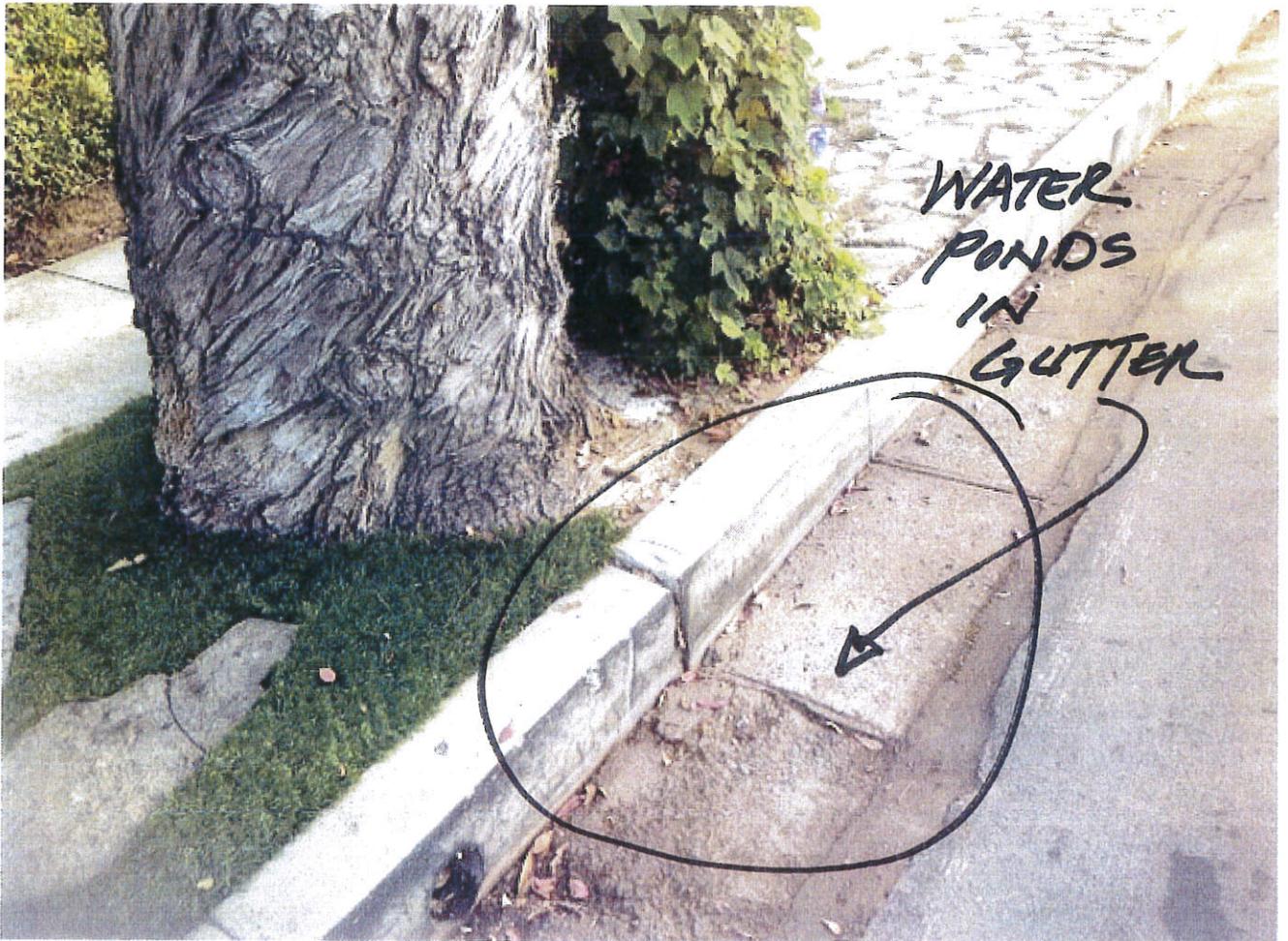
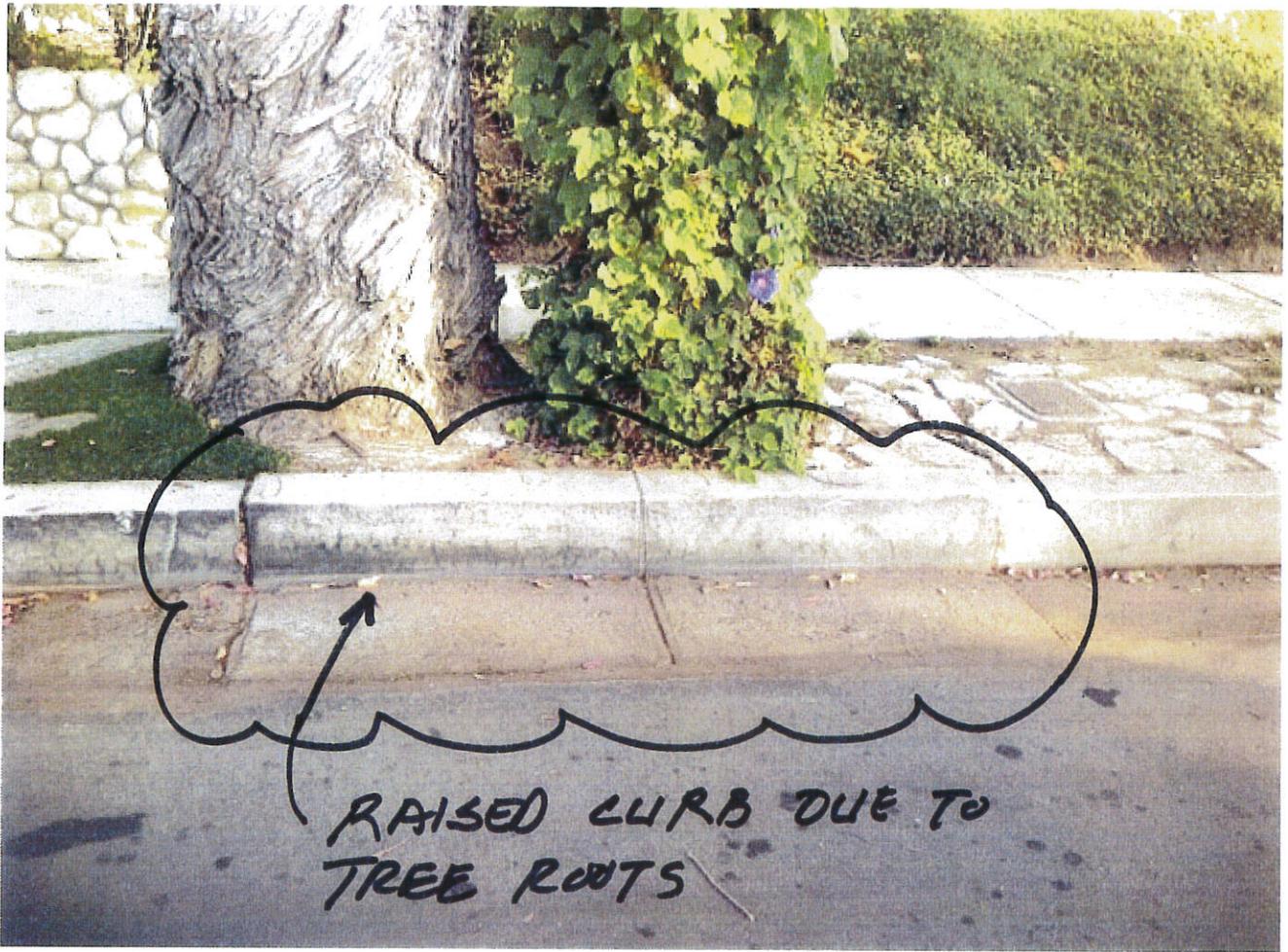
RAISED CURB + GUTTER





WOOD BLOCK TO PROTECT
POWER LINES FROM TREE

POWER LINES TOUCHING TREE



From: Mike Lynch MLynch@newportbeachca.gov
Subject: Emailing: Quest Admin City of Newport Beach
Date: October 1, 2013 at 3:50 PM
To: egelowe@gmail.com

Welcome MICHAEL | [logout](#)

QuestRequests

- >> [Admin Home](#)
- >> [Print View](#)
- >> [Recreate Request Type](#)

Share (0)

Recent Changes:

- Start date and time added as requested by multiple departments. Please ignore if you don't need to use it.
- Email notifications to employees will now include your comments if the "Make Comments Private" is unchecked.
- Marking a request as completed will autofill the Completion Date field.

Employee Information (this employee created the request)

Name: JOAN ACKERMAN

Phone #: 949-644-3011

Email: jackerman@city.newport-beach.ca.us

Request Details

Request: Wastewater - 612 POPPY AVE

Type: [Wastewater V]

Case #: 1100618689

Status: [A.S.A.P. V] [\[hist\]](#)

10/1/2013

2013-10-01-08-28-59

[Open the time view popup.](#)

Time Picker

12:00 AM	1:00 AM	2:00 AM
3:00 AM	4:00 AM	5:00 AM
6:00 AM	7:00 AM	8:00 AM
9:00 AM	10:00 AM	11:00 AM
12:00 PM	1:00 PM	2:00 PM

Location Type: [Address V]

Start Date/Time:

8:28 AM

3:00 PM	4:00 PM	5:00 PM
6:00 PM	7:00 PM	8:00 PM
9:00 PM	10:00 PM	11:00 PM

Location: 612 POPPY AVE

Compl. Date: 10/1/2013

[map it!](#) []

Case Worker: [Christopher Newton V]

Department: [Municipal Operations V]

Budget No: []

Contact Name: Ed Elowe

Fault: [--Select-- V]

Contact Phone: 949-678-8092

Division: []

[X]Customer contacted within 24 hours.

Duty Call: []

Category: [Sewer Cleanout Back Up V]

Service: [--Select Option-- V]

Agency: [CNB V]

Nearest CO/MH: []

USA #: []

Time Arrived:

USA Exp. Date: []

Time Departed:

Crew:

in Crew:

Map ID: []

Manhours:

of customers affected by water outage? []

How long were they out of water? [--Select Length of Time-- V]

[Save Changes]

+ Time Tracking

Date	Time In	Time Out	Crew	#	MH		
10/1/2013	08:45 AM	09:15 AM	Newton, Piersall	2	1	edit	delete
10/1/2013	12:15 PM	01:00 PM	Newton, Piersall	2	1.5	edit	delete

Total Manhours: **2.5**

Manage Attachments
File Attachments

Add Comments:

Comments/History

[Spell] [Add -->] **By:** Christopher Newton (cnb) 10/1/2013 1:57:27 PM [edit](#) [delete](#) **Type:** Comments

Met Mr. Elowe at residence and he explained to me the trouble he has been having. Explained to him what we did earlier and what we had found. He said whatever we did helped his system flow better. Put 1 can of Root-X in C/O and cleaned up site

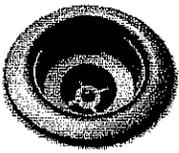
By: Christopher Newton (cnb) 10/1/2013 1:55:20 PM [edit](#) [delete](#) **Type:** Comments

Arrived at residence and inspected sewer C/O. Ran 6 hand rods to mainline and didn't pull back anything. Flushed C/O with water and dye tested it. Saw dye at downstream MH. Ran MHL20_081 to MHL20_082 with R/C and pulled back a small amount of roots. Called Mr. Elowe and left a message to have him call me back

By: Joan(user) 10/1/2013 8:28:59 AM [edit](#) [delete](#) **Type:** Assignment
Case assigned to: Christopher Newton

By: Joan(user) 10/1/2013 8:28:59 AM [edit](#) [delete](#) **Type:** Details
Plumber ran snake and found blockage on city side, told owner to call the city. There is a clean out on property. Sewage overflowed in house on 9/30/13. Note: Callback to owner on the status.

Search Tags: []



OLD SCHOOL ROOTER

Drain Cleaning & Repairs
Personally Serving Orange County Since 1983

Craig Marshall

Phone: (714) 673-4954 • Fax (714) 540-1762

P.O. Box 3072 • Costa Mesa • CA • 92628

INVOICE 2707

DATE: 9-30-13

CUSTOMER

NAME Ed Flow
JOB ADDRESS 612 Poppy
CITY CDM
STATE _____ ZIP 92628
PHONE NO. (949) 678-8092

BILL TO

NAME _____
JOB ADDRESS _____
CITY _____
STATE _____ ZIP _____
PHONE NO. (____) _____

FIXTURE CLEANED \$

MAIN LINE NC
TOILET _____
BATH TUB _____
SHOWER _____
BATH SINK _____
KITCHEN SINK _____
DISPOSAL _____
LAUNDRY _____
URINAL _____
FLOOR DRAIN _____
FLOOR SINK _____
AREA DRAIN _____

DESCRIPTION OF WORK

Redo from 9-21-13. Ran 4"
c.o. past City c.o. on S Dewalt
clears just before City c.o. rough
section
TESTED

20 days left.

GUARANTEE 30 DAYS

YES NO

OVERTIME \$

DRAIN CLEANING NC
ADDITIONAL FOOTAGE _____
ADD'L FIXTURES
PLUMBING LABOR _____
PARTS _____
HYDRO JETTING _____
CAMERA - LOCATION _____

ACCESSED VIA

DRAIN CLEAN OUT
 VENT

CAUSE OF STOPPAGE

ROOTS UNKNOWN
 GREASE Other

QTY PART-DESCRIPTION PRICE

QTY	PART-DESCRIPTION	PRICE

[SIGNATURE] _____
[PRINT NAME] _____
COMPLETION I acknowledge completion of the work described above which has been done to my complete satisfaction.
[SIGNATURE] Craig Marshall

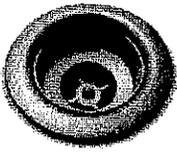
TAX \$ _____

TOTAL \$ NC

PAYMENT RECEIVED \$ NC

BALANCE DUE \$ _____

CASH CHG CK# _____



OLD SCHOOL ROOTER

Drain Cleaning & Repairs
Personally Serving Orange County Since 1983

Craig Marshall

Phone: (714) 673-4954 • Fax (714) 540-1762

P.O. Box 3072 • Costa Mesa • CA • 92628

INVOICE 2699

DATE: 9-21-13

CUSTOMER

NAME ED + JAN EDWE
JOB ADDRESS 612 Poppy
CITY CDM
STATE _____ ZIP 92625
PHONE NO. (949) 678-8092 H.
949 244-1419 JAN CELL

BILL TO

NAME _____
JOB ADDRESS _____
CITY _____
STATE _____ ZIP _____
PHONE NO. () _____

FIXTURE CLEANED \$

MAIN LINE C.O. 125.-
TOILET 3-4 Rough
BATH TUB Sections in
SHOWER Sewer line
BATH SINK _____
KITCHEN SINK _____
DISPOSAL _____
LAUNDRY _____
URINAL _____
FLOOR DRAIN _____
FLOOR SINK _____
AREA DRAIN _____

DESCRIPTION OF WORK

4" C.O. Backyard Ran 1st City.
Ran Sewer Rough Section 3-4' x 1.
TESTED:
Have been doing 2x yr. May + Nov.
1st year 2012 has happened every
4 months: 3-12, 7-12, 2-13, 5-13.
Recomm: clear every 4 months.
That would be 9-1, 5-
Sept. Jan May.

GUARANTEE 30 DAYS

YES NO

OVERTIME \$

DRAIN CLEANING 125.-
ADDITIONAL FOOTAGE _____
ADD'L FIXTURES _____
PLUMBING LABOR _____
PARTS _____
HYDRO JETTING _____
CAMERA - LOCATION _____

ACCESSED VIA

DRAIN CLEAN OUT
 VENT

CAUSE OF STOPPAGE

ROOTS UNKNOWN
 GREASE Other Rough

QTY PART-DESCRIPTION PRICE

QTY	PART-DESCRIPTION	PRICE

TAX \$

TOTAL 2592\$ 125.-

PAYMENT RECEIVED \$ 125.-

BALANCE DUE \$

CASH CHG CHECK # 2364



OLD SCHOOL ROOTER

Drain Cleaning & Repairs

Personally Serving Orange County Since 1983

COMPLETION I acknowledge completion of the work described above which has been done to my complete satisfaction.

[SIGNATURE]

[Handwritten Signature]

INVOICE

2592\$

125.-

125.-

\$

2364

CUSTOMER	BILL TO
NAME <u>ED + JAN ELIOWE</u>	NAME <u>Jan ell</u>
JOB ADDRESS <u>612 Poppy</u>	JOB ADDRESS _____
CITY <u>CM</u>	CITY <u>949) 2441419</u>
STATE _____ ZIP <u>92625</u>	STATE _____ ZIP _____
PHONE NO. <u>(949) 678-8092</u>	PHONE NO. () _____

FIXTURE CLEANED	\$
MAIN LINE <u>c.o.</u>	<u>125.-</u>
TOILET _____	_____
BATH TUB _____	_____
SHOWER _____	_____
BATH SINK _____	_____
KITCHEN SINK _____	_____
DISPOSAL _____	_____
LAUNDRY _____	_____
URINAL _____	_____
FLOOR DRAIN _____	_____
FLOOR SINK _____	_____
AREA DRAIN _____	_____

DESCRIPTION OF WORK
<u>1/2" c.o. Backyard Ran Part c.o</u>
<u>front yard to City on sidewalk.</u>
<u>Ran thru rough sections several x's</u>
<u>TESTED</u>
<u>Call November 2013</u>

GUARANTEE 30 DAYS
 YES NO

ACCESSED VIA
 DRAIN CLEAN OUT
 VENT

CAUSE OF STOPPAGE
 ROOTS UNKNOWN
 GREASE Other Building

OVERTIME	\$
DRAIN CLEANING <u>X</u>	<u>125.-</u>
ADDITIONAL FOOTAGE _____	_____
ADD'L FIXTURES: <input type="checkbox"/>	_____
PLUMBING LABOR _____	_____
PARTS _____	_____
HYDRO-JETTING _____	_____
CAMERA LOCATION _____	_____

QTY	PART-DESCRIPTION	PRICE

TAX	\$
TOTAL	\$ 125.-
PAYMENT RECEIVED	\$ 125.-
BALANCE DUE	\$ <u>0</u>

[SIGNATURE] [Signature]
 [PRINT NAME] _____
COMPLETION I acknowledge completion of the work described above which has been done to my complete satisfaction.
 [SIGNATURE] _____

CASH CHG TICK # 2320



10652 Trask Avenue
Garden Grove, CA 92843
800-563-7757
www.cole-services.com
Lic. #718978

START DATE: 17 08 12 IN #: 12120821

CUSTOMER NAME (Financially Responsible Party) *Edward Elae* CALLER NAME _____ JOB CONTACT NAME _____

JOB ADDRESS *612 Poppy Ave* CITY *Concord* STATE *CA* ZIP *92625*

BILLING ADDRESS (If Different) _____ PH1 _____ PH2 _____

E-MAIL ADDRESS _____ SERVICE PARTNER MEMBER? Yes No

ORIGINAL REASON FOR THE CALL: *Mainline Branch Master*

SUMMARY: *Recom Jetter, Camera & Spot Repair*

WARRANTY YES NO Contract Addendum See Summary of Findings sheet for additional information

WORK AUTHORIZATION: I, the undersigned, am owner/authorized representative/tenant of the premises at which the work above is being done. I hereby authorize you to perform the above recommendation, and to use such labor and materials as you deem advisable. Unless prior authorization for billing, payment for all work done is due upon completion (C.O.D.). A \$10.00 BILLING CHARGE is due thereafter. An office billing charge and/or finance charge of 1.75% per month (21% per annum) will be added after 10 days past due. I agree to pay reasonable attorney's fees, court costs and collection fees in the event of legal action. I have read this contract, including the terms and conditions on the reverse side hereof and agree to be bound by all the terms contained herein. All old parts will be removed from premises and discarded, unless otherwise specified herein.

I HEREBY AUTHORIZE YOU TO PROCEED WITH THE ABOVE WORK AT THE SERVICE CALL CHARGE OF \$ *79*

Signature: *[Signature]* Date: _____ Print Name: _____

For your peace of mind, should the repair amount exceed 25% of your system's replacement value, our technician is required to inform you of options for both repairing and replacing the equipment.

Qty	Task#	Description of Project Materials/Equipment	Contract Price
		Service Partner Membership <input type="checkbox"/> Plumbing <input type="checkbox"/> Heating <input type="checkbox"/> Air <input type="checkbox"/> All Three	
		Service Call Charge	
		<i>Level DC / Drain / NO Warranty</i>	
		<i>Mainline Pulled out</i>	
		<i>Roots</i>	<i>79⁰⁰</i>

Pre-Approved Financing Terms: Please pay from this invoice - Work performed C.O.D.

PAYMENT 1 Cash Check Check #: *2264*
 MC Visa Disc AmEx Auth #: _____
 Card #: _____ Exp: _____

PAYMENT 2 Cash Check Check #: _____
 MC Visa Disc AmEx Auth #: _____
 Card #: _____ Exp: _____

WANT TO PAY LESS?
 My Service Technician presented me with a Service Partner Program and explained the benefits.
 I want to save money and become a Service Partner YES NO
 OR
 At this time I decline the offer YES NO

DISCOUNT	
SUBTOTAL	<i>79⁰⁰</i>
CONTRACT ADDENDUM	
TOTAL CONTRACT PRICE	<i>79⁰⁰</i>

ACCEPTANCE OF WORK PERFORMED: I acknowledge satisfactory completion of the above described work and that the premises has been left in satisfactory condition. I understand that if my check does not clear, I am liable for the check and any charges from the bank. I agree to pay 1.75% per month for past due contracts (minimum charge \$15). In the event that collection efforts are initiated against me, I shall pay for all associated fees at the posted rates as well as all cost of collection fees and reasonable attorney fees. I agree that the amount set forth in the space marked "TOTAL CONTRACT PRICE" is the total price I have agreed to pay. I agree that my warranty is only valid as long as I have Cole Services perform a complete maintenance service annually for the duration of the warranty.

SIGNATURE: *[Signature]* DATE: _____

SERVICE TECHNICIAN ACKNOWLEDGEMENT
 Prior to the customer entering into the contract, I have discussed the nature of the service and cost and I have given a copy of the contract to the customer. All work I have done has been in compliance with company standards in a workmanship manner, to building codes when applicable.

PRINT NAME: *Jess* INITIAL: *[Initials]*

SERVICE PARTNER SAVINGS
 \$ _____

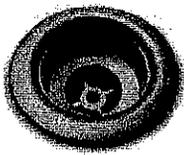
CUSTOMER SERVICE IS OUR #1 FOCUS
 If you are not completely satisfied for any reason, please call and ask to speak with the Customer Service Manager. Your feedback is very important to us.
 THANK YOU FOR CHOOSING US FOR YOUR SERVICE NEEDS!

WORK COMPLETED ON THIS DATE: *[Signature]* DATE: _____

I decline to have the recommended work performed at this time. SIGNATURE: _____ DATE: _____

Contractors are regulated by law to be licensed and regulated by the Contractor's State License Board. Any questions concerning a contractor may be referred to the registrar of the board whose address is: Contractor's State License Board, 9835 Goethe Road, Sacramento, CA 95827. On work in excess of \$500.00 YOU AS OWNER OR TENANT HAVE THE RIGHT TO REQUIRE THE CONTRACTOR TO HAVE A PERFORMANCE AND A PAYMENT BOND. The cost of procuring this bond will be paid by the purchaser and is not included in this contract price. "NOTICE TO OWNER" on reverse side.

RIGHT TO CANCEL You, the buyer, may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction.



OLD SCHOOL ROOTER

Drain Cleaning & Repairs
Personally Serving Orange County Since 1983

Craig Marshall

Phone: (714) 673-4954 • Fax (714) 540-1762

P.O. Box 3072 • Costa Mesa • CA • 92628

INVOICE 2133

DATE: 10-24-11

CUSTOMER

NAME ED E/OWE
JOB ADDRESS 612 Poppy
CITY C.D.M.
STATE _____ ZIP 92625
PHONE NO. (____) _____

BILL TO

NAME _____
JOB ADDRESS _____
CITY _____
STATE _____ ZIP _____
PHONE NO. (____) _____

FIXTURE CLEANED \$

MAIN LINE C.O. 125.-
TOILET _____
BATH TUB _____
SHOWER _____
BATH SINK _____
KITCHEN SINK _____
DISPOSAL _____
LAUNDRY _____
URINAL _____
FLOOR DRAIN _____
FLOOR SINK _____
AREA DRAIN _____

DESCRIPTION OF WORK

4" C.O. Backyard Rm Pass C.O.
front lawn to City C.O.
SIDEWALK.
TESTED!
6 months due, April 2012
2 x yr April + October

GUARANTEE 30 DAYS

YES NO

OVERTIME \$

DRAIN CLEANING 125.-
ADDITIONAL FOOTAGE _____
ADD'L FIXTURES
PLUMBING LABOR _____
PARTS _____
HYDRO JETTING _____
CAMERA - LOCATION _____

ACCESSED VIA

DRAIN CLEAN OUT
 VENT

CAUSE OF STOPPAGE

ROOTS UNKNOWN
 GREASE Other _____

QTY	PART-DESCRIPTION	PRICE

[SIGNATURE] _____

[PRINT NAME] _____

COMPLETION I acknowledge completion of the work described above which has been done to my complete satisfaction.

[SIGNATURE] *[Signature]*

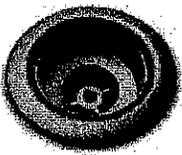
TAX \$ _____

TOTAL \$ 125.-

PAYMENT RECEIVED \$ 125.-

BALANCE DUE \$ _____

CASH CHG CK # 2100



OLD SCHOOL ROOTER

Drain Cleaning & Repairs
Personally Serving Orange County Since 1983

Craig Marshall

Phone: (714) 673-4954 • Fax (714) 540-1762

P.O. Box 3072 • Costa Mesa • CA • 92628

INVOICE

1925

DATE:

1-6-11

CUSTOMER

NAME Elouise F. Brown
JOB ADDRESS 612 Poppy
CITY CDM
STATE _____ ZIP 92628
PHONE NO. (949) 891-8719

BILL TO

NAME _____
JOB ADDRESS _____
CITY _____
STATE _____ ZIP _____
PHONE NO. (____) _____

FIXTURE CLEANED \$

MAIN LINE x Hydro 350.-
TOILET _____
BATH TUB _____
SHOWER x 50.-
BATH SINK _____
KITCHEN SINK _____
DISPOSAL _____
LAUNDRY _____
URINAL _____
FLOOR DRAIN _____
FLOOR SINK _____
AREA DRAIN _____

DESCRIPTION OF WORK

Hydro jetted lateral main from
P-trap backyard out to front.
Ran from several x's.
Ran Hydro next 4" c.o. to City c.o.
on side walk.
Cleaned upstairs MASTER shower 2 x's.
TESTED!

GUARANTEE 30 DAYS

YES NO

OVERTIME \$

DRAIN CLEANING _____
ADDITIONAL FOOTAGE _____
ADD'L FIXTURES 1 50.-
PLUMBING LABOR _____
PARTS _____
HYDRO JETTING 350.-
CAMERA - LOCATION _____

ACCESSED VIA

DRAIN CLEAN OUT
 VENT

CAUSE OF STOPPAGE

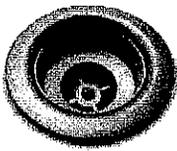
ROOTS UNKNOWN
 GREASE Other Hair

QTY	PART-DESCRIPTION	PRICE

TAX \$ _____
TOTAL \$ 400.-
PAYMENT RECEIVED \$ 400.-
BALANCE DUE \$ _____

[SIGNATURE] _____
[PRINT NAME] _____
COMPLETION I acknowledge completion of the work described above which has been done to my complete satisfaction.
[SIGNATURE] C. Marshall

CASH CHG CK # 1995



OLD SCHOOL ROOTER

Drain Cleaning & Repairs
Personally Serving Orange County Since 1983

Craig Marshall

Phone: (714) 673-4954

INVOICE

1251

DATE:

10-28-08

CUSTOMER

NAME JAN + ED ELOW
JOB ADDRESS 612 Pappu
CITY CDM
STATE _____ ZIP 92625
PHONE NO. (909) 244-1419

BILL TO

NAME _____
JOB ADDRESS _____
CITY _____
STATE _____ ZIP _____
PHONE NO. () _____

FIXTURE CLEANED \$

MAIN LINE X Hydro 200-
TOILET _____
BATH TUB _____
SHOWER _____
BATH SINK _____
KITCHEN SINK _____
DISPOSAL _____
LAUNDRY _____
URINAL _____
FLOOR DRAIN _____
FLOOR SINK _____
AREA DRAIN _____

DESCRIPTION OF WORK

Hydro jet Main Line
from Bank thru Carl-P
Trap - Ran out part
Down 4" clean-out - Frost (w/)
Ran thru 3 X'S.

30 days

GUARANTEE

YES NO

OVERTIME \$

DRAIN CLEANING 200-
ADDITIONAL FOOTAGE _____
ADD'L FIXTURES _____
PLUMBING LABOR _____
PARTS _____

ACCESSED VIA

DRAIN CLEAN OUT
 VENT

CAUSE OF STOPPAGE

ROOTS GREASE
 OTHER UNKOWN

QTY PART-DESCRIPTION paper PRICE

QTY	PART-DESCRIPTION	PRICE

TAX \$

TOTAL \$ 200-

PAYMENT RECEIVED \$ 200-

BALANCE DUE \$ _____

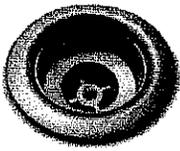
[SIGNATURE] _____

[PRINT NAME] _____

COMPLETION I acknowledge completion of the work described above which has been done to my complete satisfaction:

[SIGNATURE] [Signature]

CASH CHG CK # 1741
 CREDIT CARD/AUTH.# _____
CC# _____



OLD SCHOOL ROOTER

Drain Cleaning & Repairs
Personally Serving Orange County Since 1983

Craig Marshall
Phone: (714) 673-4954

INVOICE 1158

DATE: 7-21-08

CUSTOMER

NAME ED Elow
JOB ADDRESS 612 Poppy
CITY CDW
STATE _____ ZIP 92625
PHONE NO. (949) 678-8092 - cell

BILL TO

NAME _____
JOB ADDRESS _____
CITY _____
STATE _____ ZIP _____
PHONE NO. () _____

FIXTURE CLEANED \$

MAIN LINE 125.-
TOILET _____
BATH TUB _____
SHOWER _____
BATH SINK _____
KITCHEN SINK _____
DISPOSAL _____
LAUNDRY _____
URINAL _____
FLOOR DRAIN _____
FLOOR SINK _____
AREA DRAIN _____

DESCRIPTION OF WORK

4" C.O. Front Lawn to City/Manhole
History of Bad Spot over side
of Hill before sidewalk.
Ran thru 3x5.
TESTED!

30 Days

GUARANTEE

YES NO

OVERTIME \$

DRAIN CLEANING 125.-
ADDITIONAL FOOTAGE _____
ADD'L FIXTURES _____
PLUMBING LABOR _____
PARTS _____

ACCESSED VIA

DRAIN CLEAN OUT
 VENT

CAUSE OF STOPPAGE

ROOTS GREASE
 OTHER UNKNOWN

QTY PART-DESCRIPTION WIPES PRICE

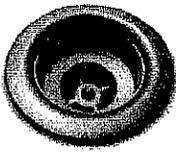
QTY	PART-DESCRIPTION	PRICE

TAX \$ _____
TOTAL \$ 125.-
PAYMENT RECEIVED \$ 125.-

BALANCE DUE \$ _____

[SIGNATURE] _____
[PRINT NAME] _____
COMPLETION I acknowledge completion of the work described above which has been done to my complete satisfaction.
[SIGNATURE] _____

CASH CHG CK # 1718
 CREDIT CARD/AUTH.# _____
CC# _____



OLD SCHOOL ROOTER

Drain Cleaning & Repairs
Personally Serving Orange County Since 1983

Craig Marshall

Phone: (714) 673-4954

INVOICE

1086

DATE:

4-17-08

CUSTOMER

BILL TO

NAME ED FLOWE

NAME _____

JOB ADDRESS 612 Poppy

JOB ADDRESS _____

CITY CA

CITY _____

STATE _____ ZIP 92625

STATE _____ ZIP _____

PHONE NO. (949) 678-8092

PHONE NO. () _____

FIXTURE CLEANED \$

MAIN LINE 0.0 125.-

TOILET _____

BATH TUB _____

SHOWER _____

BATH SINK _____

KITCHEN SINK _____

DISPOSAL _____

LAUNDRY _____

URINAL _____

FLOOR DRAIN _____

FLOOR SINK _____

AREA DRAIN _____

DESCRIPTION OF WORK

4" CO. front lawn
was past City cur. on
sidewalk 2 ft.
Note: Rough off set section

30 days
GUARANTEE
 YES NO

OVERTIME \$

DRAIN CLEANING _____

ADDITIONAL FOOTAGE _____

ADD'L FIXTURES

PLUMBING LABOR _____

PARTS _____

ACCESSED VIA

- DRAIN CLEAN OUT
 VENT

CAUSE OF STOPPAGE

- ROOTS GREASE
 OTHER UNKOWN

QTY	PART-DESCRIPTION	PRICE

TAX \$ _____

TOTAL \$ 125.-

PAYMENT RECEIVED \$ 125.-

BALANCE DUE \$ _____

[SIGNATURE] [Signature]

[PRINT NAME] _____

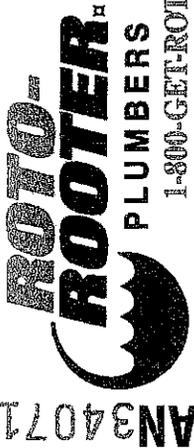
COMPLETION I acknowledge completion of the work described above which has been done to my complete satisfaction.

[SIGNATURE] [Signature]

CASH CHG CK # 1688

CREDIT CARD/AUTH.# _____

CC# _____



1183 N. Kraemer Place • Anaheim, CA 92806
(714) 630-0404 • FAX (714) 630-2243
ST CONTR # 290688

1-800-GETROTO (438-7686)

www.rotorooter.com

INVOICE AN 340710

DATE 8-31-07
TECHNICIAN Greg 27

CUSTOMER:

NAME

JOB ADDRESS

CITY

PHONE NO. ()

STATE

ZIP CODE

PHONE NO. ()

STATE

ZIP CODE

TIME IN 9:44 TIME OUT 17:10

JOB # 30

NAME

ADDRESS

CITY

PHONE NO. ()

STATE

ZIP CODE

TIME IN 9:44 TIME OUT 17:10

COURTESY INSPECTION (Y) (N)

FIXTURE OK NEED SERV. AUTH.

MAIN LINE

TOILET

BATH TUB

SHOWER

BATH SINK

KITCHEN SINK

DISPOSAL

LAUNDRY

URINAL

FLOOR DRAIN

FLOOR SINK

AREA DRAIN

WATER HEATER

ACCESSED VIA

DRAIN CLEAN OUT VENT

CAUSE OF STOPPAGE

ROOTS GREASE OTHER UNKNOWN

YES GUARANTEE NO

ESTIMATE: My estimate for performing this work is: \$

WORK ORDER AUTHORIZATION / WAIVER: I authorize Roto-Rooter to perform the described services and I agree to pay the amounts indicated. I understand that Roto-Rooter is not responsible for broken, settled, rusted, deteriorated, or lead pipes, fixtures, or clean outs and any damage resulting from cleaning or repairing such lines. I have asked Roto-Rooter to provide services. Under Section 1689.13 of the California Civil Code, in order to induce Roto-Rooter to provide these services; 1) I initiated negotiation and contract; 2) I executed this contract in connection with the making of emergency or immediate necessary repairs or services necessary for the immediate protection of persons or personal property detailed on this invoice; and 3) I expressly acknowledge and waive the right to cancel this contract within three or seven business days, whichever applies.

(PRINT NAME)

COMPLETION I acknowledge completion of the work described below which has been done to my complete satisfaction.

(SIGNATURE)

REMARKS

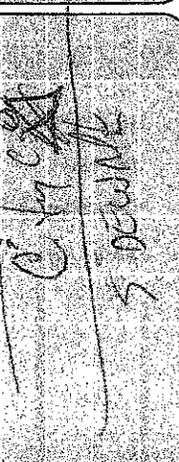
4 c.o. front lawn first city c.o. sidewalk. Bad Spot between here

CITY

PART NO.

DESCRIPTION

PRICE



OVERTIME

DRAIN CLEANING

ADDITIONAL FOOTAGE

ADD'L FIXTURES

PLUMBING LABOR

PARTS

EXCAVATION

PRODUCTS

VIDEO INSPECTION

HYDRO-JETTER

MINI-JETTER

LINE/LEAK LOCATION

TAX

TOTAL

PAYMENT RECEIVED

BALANCE DUE

TERMS: Net 10 days. An account maintenance fee of 1 1/2% of the outstanding balance per month (18% annual percentage rate) will be added to amounts not paid within 30 days of invoice date. A \$20.00 charge is added for all returned checks.

ADDITIONAL TERMS AND CONDITIONS CONTAINED ON THE REVERSE SIDE OF THIS SHEET.

CUSTOMER COPY

CASH CHG CK # 1633

CREDIT CARD / AUTH. #

CC #

CLEAN UP

EXCELLENT SATISFACTORY POOR



Sewer Manholes

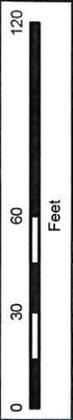
- Manhole (Green circle)
- Cleanout (Yellow circle)
- Lamphole (Orange circle)

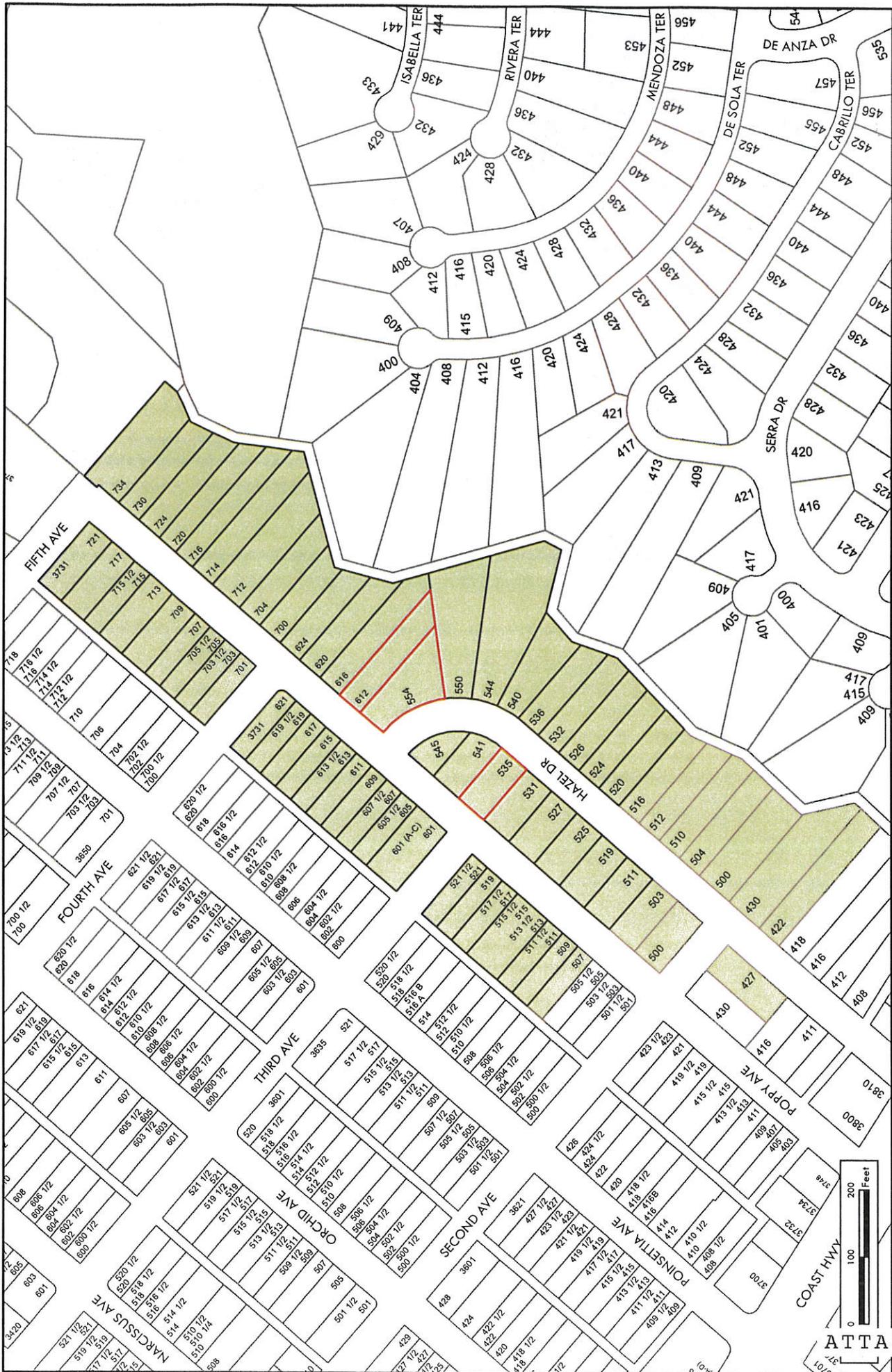
Sewer Mains

- City Gravity (Green line)
- City Laterals (Orange line)

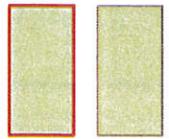
City Trees

- Trees Existing (Green circle with cross)
- Trees Vacant (Red circle with cross)





535 Hazel Drive, 612 Poppy Ave, 554 Hazel Drive



Notified Properties

535 Hazel Drive
554 Hazel Drive
612 Poppy Avenue



CITY OF NEWPORT BEACH

**THE PARKS, BEACHES AND RECREATION COMMISSION
WILL CONSIDER A REQUEST FOR**



**THE REMOVAL OF THIS TREE
AT THE December 3, 2013 (6:00PM) MEETING
AT THE CIVIC CENTER
COUNCIL CHAMBERS
100 CIVIC CENTER DRIVE
NEWPORT BEACH CA 92660**

CITY STAFF RECOMMENDS THE REMOVAL OF THE TREE.

**FOR ANY QUESTIONS PLEASE CALL
THE MUNICIPAL OPERATIONS DEPARTMENT
AT (949) 644-3055**

CITY OF NEWPORT BEACH

**THE PARKS, BEACHES AND RECREATION COMMISSION
WILL CONSIDER A REQUEST FOR**



**THE REMOVAL OF THIS TREE
AT THE December 3, 2013 (6:00PM) MEETING
AT THE CIVIC CENTER
COUNCIL CHAMBERS
100 CIVIC CENTER DRIVE
NEWPORT BEACH CA 92660**

CITY STAFF RECOMMENDS THE REMOVAL OF THE TREE.

**FOR ANY QUESTIONS PLEASE CALL
THE MUNICIPAL OPERATIONS DEPARTMENT
AT (949) 644-3055 ATTACHMENT G**



NEWPORT BEACH

PB&R Commission Staff Report

Agenda Item No. 5B
December 3, 2013

TO: Parks, Beaches & Recreation Commission

FROM: Municipal Operations Department
Mike Pisani, Deputy Municipal Operations Department Director
949 644-3055, mpisani@newportbeachca.gov

TITLE: Special Tree Removal Requests – 535 Hazel Drive, on Poppy Avenue

RECOMMENDATION:

Staff recommends that the Parks, Beaches and Recreation (PB&R) Commission consider the removal of a Special City Tree, Neighborhood Tree at 535 Hazel Drive (on Poppy Avenue).

Staff recommends that the PB&R Commission consider the replacement tree, Australian Willow, be planted ten feet south of current tree proposed for removal due to conflicts with the driveway.

DISCUSSION:

Staff is requesting approval for the removal of a Eucalyptus rudis (Desert Gum) tree located adjacent to 535 Hazel Drive (on Poppy Avenue). The tree is listed as a Special City Tree under Neighborhood Trees. City Council Policy G-1 requires that the PB&R Commission approve the removal of a Special Tree (Attachment A).

The property owner requested removal of a Desert Gum tree at 535 Hazel Drive (on Poppy Avenue). Following a field inspection, staff recommends removal of the tree due to evidence of termite infestation.

Since the tree is listed as a Special Tree, several mitigating efforts have occurred over the years to prevent limb and tree failures, insect infestation, and promote the overall health of each tree. This has included annual pruning prior to the winter storms to prevent limb failure, application of insecticide to control psyllid infestation, and fertilization to improve the overall health. Staff has attached the Tree Inspection Reports, Tree Removal Reviews (Attachment B), and photographs related to this request (Attachment C).

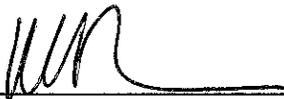
If the removal is approved, an Australian Willow (Attachment D) be planted ten feet south of current tree proposed for removal due to conflicts with the driveway. Staff will

be planting the Australian Willow due to the lack of availability of the designated street tree, Coral Gum.

NOTICING:

Adjacent homeowners and Council Member Nancy Gardner have received a copy of this report. Additionally, surrounding property owners (Attachment E) were notified of the Commission Meeting related to this removal request via postcard. The attached poster (Attachment F) was posted on the tree for removal the week of November 18, 2013.

Submitted by:



Mike Pisani, Deputy Director
Municipal Operations Department

- Attachments:
- A. G-1, Retention or Removal of City Trees, pages 1-2
 - B. Tree Inspection Report and Tree Removal Review for 535 Hazel Drive
 - C. Related photograph
 - D. Australian Willow tree photograph
 - E. Map (highlighting surrounding property owners notified)
 - F. Tree Poster

RETENTION OR REMOVAL OF CITY TREES

GOAL OF POLICY

To establish and maintain appropriate diversity in tree species and age classes to provide a stable and sustainable urban forest with an inventory that the City can reasonably maintain in a healthy and non-hazardous condition. To require that in approving any tree removal or reforestation request the PB&R Commission shall find that the tree removal request will not adversely impact the overall inventory, diversity and age of the City's Urban Forest.

PURPOSE

The purpose of this policy is to establish definitive standards for the retention, removal, maintenance, reforestation, tree trimming standards, and supplemental trimming of City trees. City trees are an important part of the character and charm of the entire City and provide environmental benefits as well. Regular care, trimming, root pruning, maintenance, and programmed replacement are necessary to preserve this charm while at the same time protecting views consistent with Council Policy G-3 and preventing public and private property damage.

The City classifies public trees in one of three categories: Special Trees, Problem Trees, and All Other Trees.

SPECIAL CITY TREES

It is the City's policy to retain City trees categorized as Landmark, Dedicated, or Neighborhood trees, which have historical significance, and/or contribute to and give character to a location or to an entire neighborhood. Landmark, Dedicated, and Neighborhood trees are identified by species by Attachment 1, and shall hereinafter be referred to as Special Trees. Trees within these categories shall be identified, mapped, recorded and administered by staff for the Parks, Beaches & Recreation Commission ("Commission"). The Commission shall review the Special Tree list on an as needed basis and forward recommendations for additions or deletions to the City Council for approval.

Landmark Trees are identified as those individual Special Trees that possess historical significance by virtue of their size, age, location, or species.

Dedicated Trees are Special Trees donated for or in the memory of specific individuals or organizations.

Neighborhood Trees are Special Trees that by their unusual size, number, species, or location lend a special character to a residential, commercial, or business area.

Special Trees shall be retained, unless there are overriding problems, such as death, disease, or the creation of a hazardous situation, which require their removal. Prior to consideration for any removal of a Special Tree(s), the General Services Director, or designee, shall prepare a report identifying and implementing specific treatment to retain the tree(s). If specific treatment is unsuccessful or impractical in retaining a tree(s) then a full staff report shall be made to the Commission before any further action considering removal is taken. Prior to any removal of Special Tree(s), the City must comply with the noticing provisions of the Removal of City Trees section set forth in this Policy, unless a Special Tree is considered hazardous that necessitates an emergency removal. Any such removal must be recommended by the General Services Director and the Risk Manager and approved by the City Manager.

During normal sidewalk, curb, and street repair activity requiring root pruning, all steps shall be taken to retain Special Trees. If tree roots are to be pruned in association with sidewalk, curb, and gutter improvements, sufficient timing in advance must be planned to ensure that pruning will not destabilize or kill the tree. If both sides of a Special Tree's roots are to be pruned, one side should be pruned 6 months to a year in advance of the other side depending upon the species and other related factors. If root pruning methods are not practical and/or critical to the health of the tree, then alternate or special hardscape improvements should be considered by the City in order to retain the tree providing that costs are reasonable. All proposed root pruning or other tree treatment shall be assessed and approved by the Urban Forester.

Special Trees may be considered for removal in conjunction with a City Council approved beautification project utilizing the Removal of City Trees procedures noted in a subsequent section of the Policy.

PROBLEM TREES

A Problem Tree is defined as a tree that by virtue of its species causes excessive hardscape or utility damage due to its excessive root system. The following trees are defined as Problem Trees:



Municipal Operations Department

TREE INSPECTION REPORT

Name: Carolyn Rush
535 Hazel Drive
Corona del Mar, CA 92625

Tree Location: 535 Hazel Drive / Rear 1 & Rear 2 / On Poppy Avenue

Request: The property owner requests the removal of two City Desert Gum trees due to them creating a nuisance.

Tree Species: Eucalyptus rudis – Desert Gum

Designated Street Tree: Eucalyptus erythrocorys – Red-Cap Gum

Estimated Tree Value: \$3,730.00 (2 trees)

Damage: N/A

Parkway: Concrete Brick Turf (X) Other

Comments: A field inspection determined the tree (Rear 1) is currently not hazardous and moderately healthy. The tree will be monitored. The field inspection determined the tree (Rear 2) has evidence of termite infestation. Furthermore, decay is also evident in the tree.

The trees are listed as a Special Trees, Neighborhood Trees under City Council Policy G-1. Need to forward to Parks, Beaches & Recreation Commission for approval.

Inspected by: John Conway **Date:** September 9, 2013
John Conway, Urban Forester

Recommendation: Continue monitoring the Desert Gum on Poppy Avenue.
Deny removal of the City tree located at Rear 1. Remove the City tree located at Rear 2.

Reviewed by: Dan P. Sereno **Date:** September 9, 2013
Dan P. Sereno, Parks and Trees Superintendent



Municipal Operations Department

Human Resources

SEP 20 2013

Received by: OML

September 9, 2013

TO: Deputy Operations Department Director

FROM: Parks and Trees Superintendent and Urban Forester

SUBJECT: *Tree Removal Request*

PROPERTY OWNER(S) INFORMATION:	Name:	Carolyn Rush
	Tree	535 Hazel Drive / Rear 1 &
	Location:	Rear 2/ On Poppy Avenue

The property owner requests the removal of two City Desert Gum trees due to them creating a nuisance.

A field inspection determined the tree (Rear 1) is currently not hazardous and in moderately healthy. The tree will be monitored. The field inspection determined the tree (Rear 2) has evidence of termite infestation. Furthermore, decay is also evident in the tree.

The trees are listed as a Special Trees, Neighborhood Trees under City Council Policy G-1. Need to forward to Park, Beaches & Recreation Commission for approval.

Staff recommends denying the removal of the City tree located in Rear 1 and removal of the City tree located in Rear 2.

REPLACEMENT TREE: YES NO

DESIGNATED TREE: N/A

DEPUTY OPERATIONS DIRECTOR'S COMMENTS/RECOMMENDATIONS:

Retain tree "1" and have PB&R Comm consider tree "2" for removal

Signature: *[Signature]* Date: 9-17-13

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

Concurs with staff recommendations

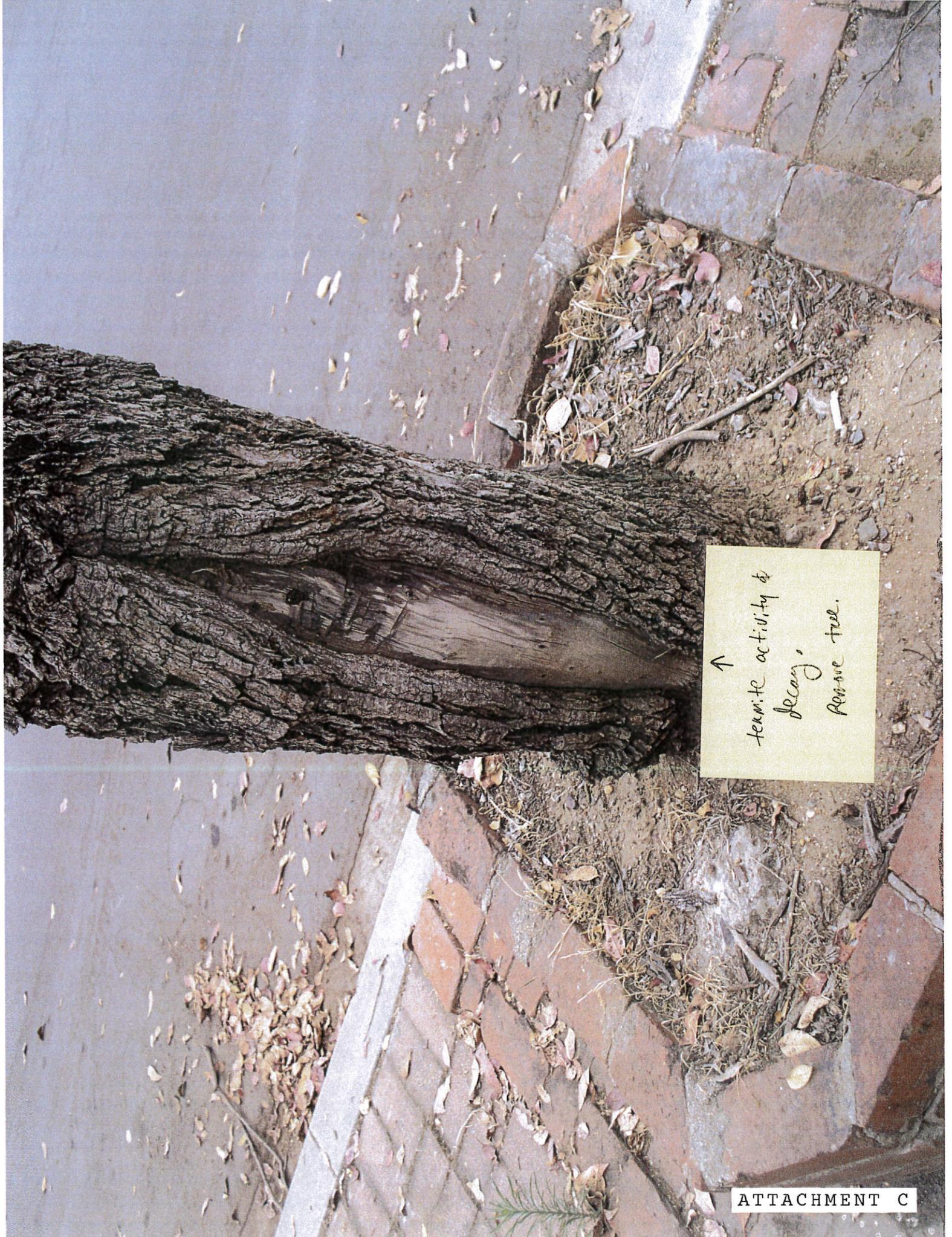
Signature: *Alex Anderson* Date: 9/26/13

CITY MANAGER'S COMMENTS/RECOMMENDATIONS:

OK

City Manager: *[Signature]* Date: 10/1/13

Attachments



↑
termite activity &
decay.
Remove tree.

Geijera parviflora

gye-JER-uh
par-vih-FLOR-uh

(Australian Willow, Wilga)
Rutaceae (Rue family)
Origin: Southern Australia

Species characteristics:

Form - Evergreen. Graceful, fine textured tree with dense, rounded crown of moderate growth to 40' and 20 - 25' spread. Pendent twigs and leaves give a weeping effect suggestive of weeping willow, but more delicate and compact.

Trunk - Smooth light gray when young, becoming roughened, and reddish brown with age.

Foliage - Leaves narrow, light olive green 3 - 6" long and 1/4" wide with slight curvature.

Flowers/fruit - Small cream-colored flowers in terminal clusters on branchlets from spring to autumn.

No significant pest problems are known at this time.

Site suitability:

Sunset zones - 8, 9, and 12 - 24.

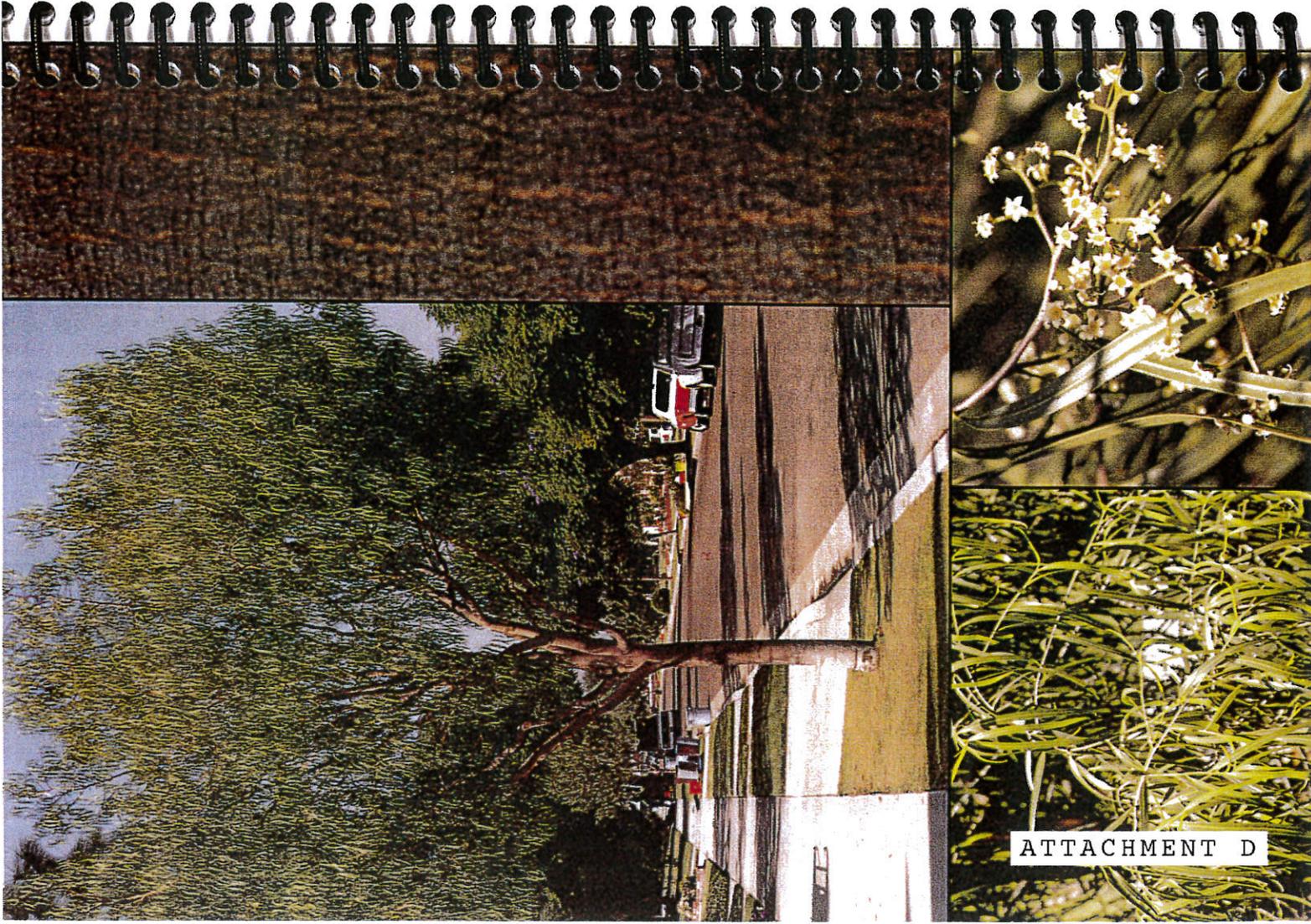
Clearances - Suitable for 5' minimum parkways, medians or cutouts.

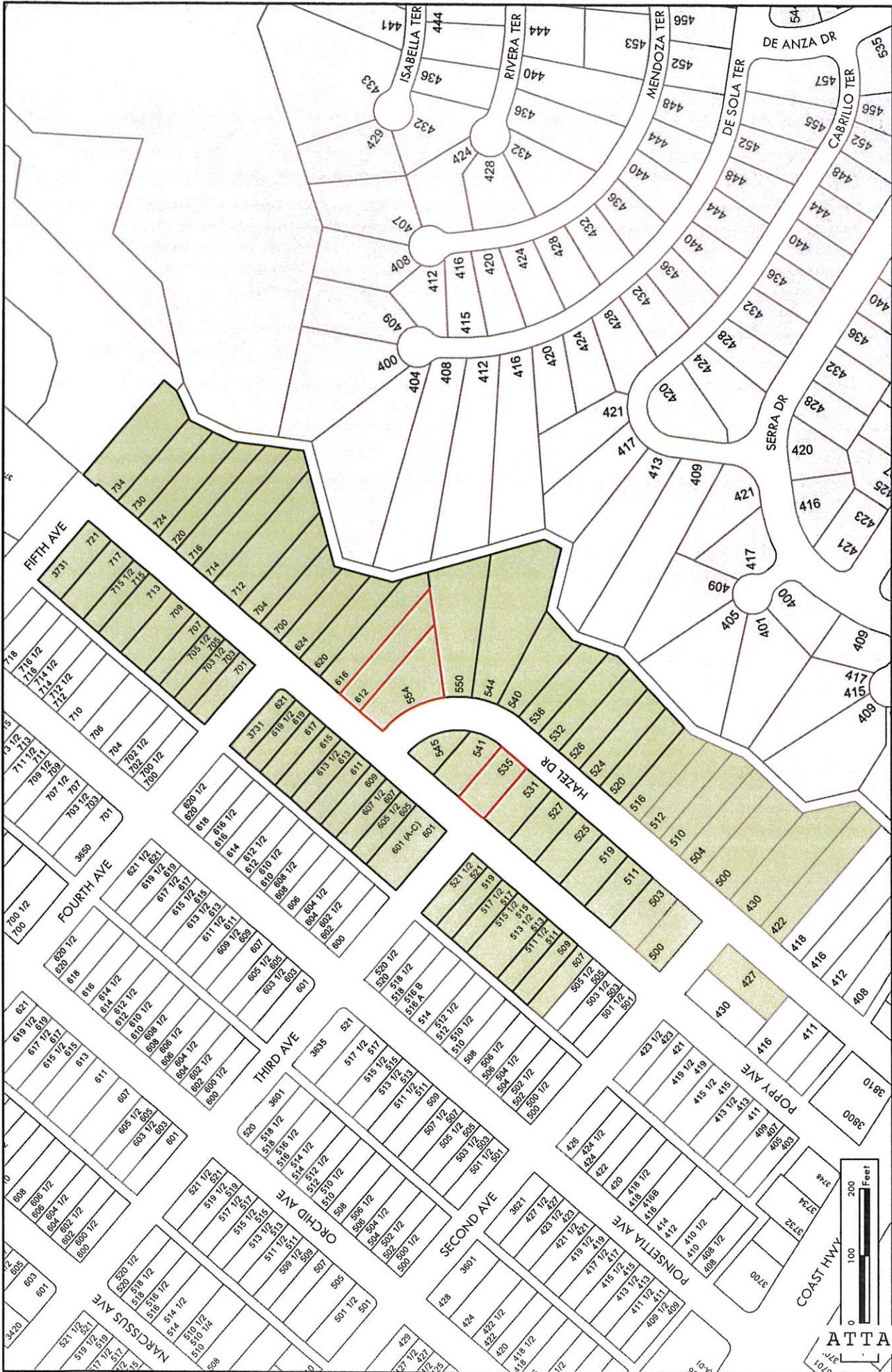
Good for street sides, medians, parks and lawns.

Culture considerations:

So long as soils are well drained tolerant of a wide range of moisture levels and soils. Low maintenance once established. Prune young trees carefully. Maintain central leader as long as possible and avoid disturbing adjacent lateral limbs.

Comments, notes:





535 Hazel Drive, 612 Poppy Ave, 554 Hazel Drive

Notified Properties

535 Hazel Drive
554 Hazel Drive
612 Poppy Avenue



CITY OF NEWPORT BEACH

**THE PARKS, BEACHES AND RECREATION COMMISSION
WILL CONSIDER A REQUEST FOR**



**THE REMOVAL OF THIS TREE
AT THE December 3, 2013 (6:00PM) MEETING
AT THE CIVIC CENTER
COUNCIL CHAMBERS
100 CIVIC CENTER DRIVE
NEWPORT BEACH CA 92660**

CITY STAFF RECOMMENDS THE REMOVAL OF THE TREE.

**FOR ANY QUESTIONS PLEASE CALL
THE MUNICIPAL OPERATIONS DEPARTMENT
AT (949) 644-3055**

CITY OF NEWPORT BEACH

**THE PARKS, BEACHES AND RECREATION COMMISSION
WILL CONSIDER A REQUEST FOR**



**THE REMOVAL OF THIS TREE
AT THE December 3, 2013 (6:00PM) MEETING
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CITY STAFF RECOMMENDS THE REMOVAL OF THE TREE.

**FOR ANY QUESTIONS PLEASE CALL
THE MUNICIPAL OPERATIONS DEPARTMENT
AT (949) 644-3055**



NEWPORT BEACH

PB&R Commission Staff Report

Agenda Item No. 5C
December 3, 2013

TO: Parks, Beaches & Recreation Commission

FROM: Municipal Operations Department
Mike Pisani, Deputy Municipal Operations Department Director
949 644-3055, mpisani@newportbeachca.gov

TITLE: Reforestation – 1946 Port Edward Place

RECOMMENDATION:

Staff recommends that the Parks, Beaches and Recreation Commission consider approval of the reforestation request to remove and replace a City Carrotwood tree within the parkway in front of 1946 Port Edward Place.

DISCUSSION:

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

Staff has received a request from the Newport Hills Community Association Board of Directors (Attachment B) to remove one City Carrotwood tree at 1946 Port Edward Place. In addition to removing the tree, the applicant, Mr. Leslie Weaver, is proposing to incur the cost for the planting of the replacement 36-inch box Goldenrain tree. An information sheet on the replacement tree is attached (Attachment C).

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

Staff has attached the Tree Inspection Report (Attachment E), Reforestation Check List (Attachment F), and photographs and map (Attachment G) related to the request.

NOTICING:

Adjacent homeowners, Council Member Edward Selich, and the Newport Hills Community Association have received a copy of this report and a notice of the Commission meeting.

Submitted by:



Mike Pisani, Deputy Director
Municipal Operations Department

- Attachments:
- A. G-1, Retention or Removal of City Trees, pages 6-9
 - B. Newport Hills Community Association Board of Directors Letter of Approval
 - C. Replacement Tree Information Sheet
 - D. Reforestation Application
 - E. Tree Inspection Report
 - F. Reforestation Checklist
 - G. Related photographs and map

private property owners on either side of the street within 500' in each direction of the tree location and a legally established community association, if applicable, shall be notified of the decision to remove or retain the tree within 30 days of the proposed removal. A legally established community association is responsible for notification of all association members pursuant to their established procedure. The General Services Director, or a designee, shall prepare a staff report for a regularly scheduled PB&R Commission meeting of all trees recommended for removal, except for those trees categorized in Paragraph C. (dead, diseased, or dying trees) or Paragraph E (claims and safety issues) in the preceding section on All Other City Trees. Only an applicant, an adjoining property owner, or a legally established community association, the City Manager, a PB&R Commissioner, or a Councilmember may appeal the decision of the General Services Director not to remove a tree to the Commission. The Commission, in considering any appeal, shall determine whether the removal meets the criteria outlined in this Policy, as well as any unique factors which may be pertinent to the removal or retention of tree(s). The decision of the Commission will be considered final unless called up by at least one Councilmember or the City Manager.

The General Services Department will delay any tree removal(s) for at least 14 calendar days following the date of the Commission decision in order to allow time for a Councilmember or the City Manager to call the item.

The City will replace all trees removed in accordance with the All Other City Trees removal criteria on a one for one basis. Replacement trees will be a minimum of a 36" boxed size. If 36" boxed trees are not available, or funding, or space constraints prevent planting of a large tree, then a minimum of a 24" boxed tree will be planted. The full costs of removal and replacement of Special or All Other Tree(s) will be the sole responsibility of the City, unless an applicant voluntarily pays for a new tree(s).

REFORESTATION OF CITY TREES

The concept of systematically replacing Problem or All Other Trees which are creating hardscape and/or view problems and cannot be properly trimmed, pruned or modified to alleviate the problem(s) they create, or those which have reached their full life, and are declining in health, or are simply the wrong species of trees for the planted location is referred to as reforestation. The Urban Forester shall make a finding for the latter category of inappropriate tree species for a specific location. His determination may be appealed to the General Services Director whose decision will be final.

It is recognized and acknowledged that City trees were planted many years ago and in some cases were planted with specific species that when fully mature cause damage to curb, gutter, sidewalk or underground utilities. Within the geographical boundaries of certain view neighborhoods, City street trees may encroach into blue water views from public and private property depending on the length of time since the trees were last trimmed, or the age and height of the trees. In other cases, the wrong species of tree was planted originally and simply does not conform to the current treescape or represents a safety hazard.

Arborists continue to develop lists of tree species which will grow in restricted parkway areas without causing significant damage to curb, gutter, sidewalk, utilities or loss of views. The City Street Tree Designation List, which specifies a species for each City street reflects an effort by the City to prescribe appropriate tree species that will not cause future problems.

As a City which understands the importance of trees and the beauty they bring to a community, the City desires to continually improve the urban forest through reforestation. In areas where City trees have been removed through City initiation, the City will endeavor to replace the trees with the appropriate designated City tree.

Individual private property owners, as well as legally established community associations, may apply for single or multiple tree reforestations in their respective area by submitting a request to the General Services Director for consideration by the Commission that meets the following requirements:

- A. The proposed area must have clearly defined contiguous geographical boundaries that include the tree(s) proposed for removal and replacement, street address(es), block number(s), or other geographical information. This section applies to individual and group requests.
- B. Residential communities, neighborhoods, or business organizations who apply for reforestation must submit a petition signed by a minimum of 60% of the property owners within the area defined for reforestation. The petition content must be approved and dated by City staff prior to distribution by the petitioner. The staff-approved petition must be distributed by the petitioner to a maximum of 30 private property owners (up to 15 contiguous private property owners on both sides of the street up to 500' in either direction from the location of the proposed reforestation). Signatures by non-property owners are not acceptable for petition purposes. All petition signatures shall be verified by City staff for property owner status of the person(s) signing the petition. As an alternative to

the above requirements, areas represented by a legally established community association, may submit a resolution of the Board of Directors formally requesting a reforestation with a statement that all members of the community association having their residential views affected, have been officially notified and given an appropriate opportunity to respond before the Board voted on the request. Individual private property owners living within a legally established community association area with mandatory association membership must petition for reforestation through their respective association.

- C. Individual private property owners not residing within a legally established community association area may submit individual requests for single or multiple tree reforestations. The applicant must submit a petition signed by a minimum of 60% of a maximum of 30 private property owners (up to 15 contiguous private properties on both sides of the street up to 500' in either direction from the location of the proposed reforestation site) as well as the endorsement of the appropriate homeowners' association, if applicable. The petition content must be approved and dated by staff prior to distribution. All petition signatures shall be verified by City staff for private property owner status of the person(s) signing the petition.
- D. A written agreement must be submitted to the Parks, Beaches, and Recreation Commission by the petitioning sponsor (individual private property owner(s) or group) to pay 100% of the costs of the removal and replacement of the public tree(s) in advance of any removal activity. The actual removal and replanting will be coordinated by the General Services Department. The total costs shall include only the contractor's removal and replacement costs and be paid in advance of any removal actions.
- E. The replacement tree(s) for reforestation shall be the Designated Street Tree(s) as prescribed by City Council Policy G-6, or the organization must request and obtain approval from the Commission of the designation of a different tree species prior to submitting any reforestation request for a tree species other than the designated street tree. This section applies to individual or group requests.
- F. There shall be a minimum of a one-for-one replacement of all trees removed in reforestation projects. Replacement trees shall be a minimum size of 36" boxed trees, unless the parkway space will not accommodate a 36" boxed tree or a tree cannot be planted due to planting restrictions contained in Council Policy G-6. If there is not room for the replacement tree(s) at a specific site as prescribed by City Council Policy G-6, then the replacement tree(s) shall be planted in a public

area in the same neighborhood at the option of the petitioner. This section applies to individual or group requests.

- G. Reforestation requests must be completed and submitted in a timely manner by the petitioner. Petitions that are dated more than 90 days in arrears from date stamped by staff before distribution will not be forwarded to the PB&R Commission for consideration.

The decision of the Commission on reforestation requests will be considered final unless called up by at least one Councilmember or the City Manager.

TREE MAINTENANCE

The City shall require the proper care and watering of replacement trees by the reforestation petitioner to ensure their proper growth and development as outlined in City Council Policy G-6. Furthermore, no person shall tamper with City trees in violation of Section 13.08.040 of the Municipal Code. Further, the City will endeavor to fund the care of the Urban Forest to the highest level possible through the efficient use of regular tree trimming, root pruning, root barrier and pesticide programs.

ENCROACHMENT AND DEMOLITION PERMITS

All encroachment permits (permits for private property development which are proposed to encroach upon the City right of way) or demolition permits that involve the removal or replacement of City tree(s) must be specifically noticed by the property owner to City staff prior to the building and/or demolition permit process whenever possible. The proposed construction plans must indicate preservation of existing City trees wherever possible (exempt: dead, dying, or in an advanced state of decline). If the proposed development, as deemed by the General Services Director, requires the removal of City trees, the property owner must submit a tree removal request to the General Services Director, shall pay all related tree removal and replacement costs (one for one replacement) and meet all provisions of Council Policies L-2 and L-6 and City Ordinances 13.08 and 13.09. Approval or disapproval of all tree removal/replacement requests associated with encroachment and demolition permits will be the responsibility of the General Services Director or a designee.

NEWPORT HILLS COMMUNITY ASSOCIATION

October 8, 2013

Leslie E. Weaver
9831 Raritan Avenue
Fountain Valley, CA 92708

City of Newport Beach
Attn: John Conway
100 Civic Center Drive
Newport Beach, CA 92660

**RE: NEWPORT HILLS COMMUNITY ASSOCIATION
STREET TREE REMOVAL REQUEST- 1946 Port Edward Place, Newport Beach**

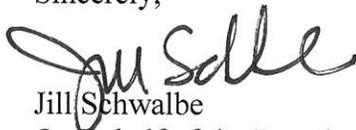
To Whom it May Concern:

As management agent for the Newport Hills Community Association, I have been requested by the Board of Directors to contact you regarding Mr. & Mrs. Weaver's, 1946 Port Edward Place, Newport Beach, request to remove the parkway tree in front of their home, and replace with a city approved street tree.

The Newport Hills Board of Directors has approved the removal of the carrotwood tree in the park strip in front of 1946 Port Edward Place, Newport Beach, subject to the stump being grinded, the roots removed, and a new city approved street tree being planted in the park strip with a minimum box size of 36".

Enclosed is a copy of the executed minutes from the September 10, 2013 Board of Directors meeting, where the Board approved this request. Should you have any questions regarding the above information, please do not hesitate to contact the undersigned at (949) 721-1929, thank you.

Sincerely,



Jill Schwalbe
On Behalf of the Board of Directors

ATTACHMENT B

NEWPORT HILLS COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
SEPTEMBER 10, 2013

MINUTES

NOTICE OF MEETING

Upon due notice, had and received, the Board of Directors of the Newport Hills Community Association, a California non-profit corporation, met for a Board Meeting on Tuesday, September 10, 2013, at the Association's Clubhouse, 1900 Port Carlow, Newport Beach, California. The meeting was called to order at 6:25 p.m.

DIRECTORS PRESENT

Brook Morris, President
Paul Cousens, Secretary
Charles Roy, Treasurer
Gary Smith, Member at Large

DIRECTORS ABSENT

Len Cannatelli, Vice President (Previously Advised)

ALSO ATTENDING

Jill Schwalbe, Property Manager

Summary of Executive Session

The Board of Directors met for an Executive Session Meeting on Tuesday, September 10, 2013 from 6:05 p.m. to 6:25 p.m. The following items were addressed:

The July 9, 2013 Executive Meeting Minutes were approved.

The Board of Directors reviewed legal matters.

A Hearing was held regarding a property in Violation of the CC&R's and Architectural Guidelines.

Third Party Contracts were reviewed.

ADMINISTRATIVE

A motion was duly made by Brook Morris and seconded by Charlie Roy to approve the minutes of the July 9, 2013 Regular Board of Directors Meeting. The motion was approved unanimously.

Action Items

The Board of Directors reviewed the Action items and responses generated from the July 9, 2013 board meeting and agreed that all items had been completed as requested.

Annual Meeting Material

The Board of Directors reviewed the Annual Meeting material to be mailed to the membership. Following review, a motion was duly made, seconded, and unanimously passed to approve the Annual Meeting material subject to any candidate forms being submitted, and mail the material to the membership no later than October 5, 2013.

FINANCIAL

A motion was duly made by Gary Smith and seconded by Charlie Roy to approve the financial material for the period ended June 30, 2013 and July 31, 2013, subject to audit review. The motion was approved unanimously.

Reserve Study

Management was requested to provide a second report on the Reserve Study to the Board of Directors at the next meeting.

Drafted 2014 Budget

The Board of Directors reviewed the drafted proposed 2014 budget. Following review, management was requested to make minor changes to the budget and include the complete proposed 2014 budget in the October management report for final approval.

Pre-lien fees

A motion was duly made by Charlie Roy and seconded by Brook Morris to increase the Pre-lien fee for delinquent accounts from \$60.00 to \$95.00 effective January 1, 2014. The motion was approved unanimously.

Late Fee Requests

A motion was duly made by Paul Cousens and seconded by Charlie Roy to waive the late fees in the amount of \$59.50 assessed on July 18, 2013 for the following accounts, one time only: 01-427, 02-185, 03-437. The motion was approved unanimously.

Reserve Transfer 2013

A motion was duly made by Charlie Roy and seconded by Brook Morris to complete the 2013 annual reserve transfer in the

amount of \$194,955.00 and deposit the funds into a 6 month CD with First Citizen's Bank. The motion was approved unanimously.

LANDSCAPE
San Miguel Slope Area

The Board of Directors reviewed a proposal from O'Connell Landscape to install a privet hedge at the top of the slope beginning at the south end of Port Sutton to the end of the open area along San Miguel. Following review, the Board of Directors and management agreed to consider other options for the areas and present ideas at a future meeting.

Street Tree Replacement

A motion was duly made by Gary Smith and seconded by Charlie Roy to approve the street tree removal/replacement request received from Mr. & Mrs. Weaver, 1946 Port Edward Place, Newport Beach, to remove the tree in the park strip in front of their home and replace it with a City approved street tree, with a minimum box size of 36". The motion was approved unanimously.

Gas Landscape Blowers

The Board of Directors reviewed a request from a homeowner to send a vote to the membership regarding use of gas blowers by the landscape crews. Following review, the Board of Directors agreed to include a request in the Buffalo Hills Echo for homeowners to talk with their gardeners about use of battery powered blowers instead of gas blowers.

FACILITIES
Pool Equipment

The Board of Directors reviewed the report from the electrical test for the panel that serves the pool area. Following review it was noted that the test came back normal. The Board of Directors discussed several possibilities for why the pump is not getting primed, one of them being that there may be getting into the pump, or the impellers may not be balanced. Management was requested to research this issue further and report back to the Board at the next meeting.

Pool Compliance

The Board of Directors reviewed correspondence from James Reed regarding the pool not complying with NCAA pool requirements. Following lengthy review the Board of Directors agreed that the tiles for the touch pads on the side walls will be replaced, and the lane line marker connections adjusted. The Board agreed to discuss the lengthening of the lane line markers on the bottom of the pool at the next meeting, in hopes of determining the other issues the Association may have regarding the pool and equipment. It was noted that all work to the pool will be scheduled to begin in mid November 2013. At this time, a motion was duly made, seconded, and unanimously passed to release ½ of the final retention to Outdoor Concepts in the amount of \$9,231.09.

Harbor View Use of Pool

The Board of Directors reviewed correspondence from Stephanie Gabert, HVCA, requesting use of the Newport Hills pool for the USA- Swimming club practices during the pool renovation at Harbor View. Following review of the request and the regular swim programs already run at the Newport Hills pool the Board of Directors agreed to deny the request. The Harbor View Board of Directors should be advised that their lap swimmers may use the pool during the renovation.

Halloween Light Towers

A motion was duly made, seconded, and unanimously passed to rent light towers for the port streets for Halloween night to help light the park; and to share the cost of the light tower rentals with Harbor View Community Association, if approved by them.

Entrance Light Fixtures

A motion was duly made by Brook Morris and seconded by Charlie Roy to approve the proposal from ABM Electric to replace (4) light fixtures at the entries around the trees, in the amount of \$785.24. The motion was approved unanimously.

Schimmelfennig- Fitness

A motion was duly made, seconded, and unanimously passed to

Class

allow use of the Activity room on Tuesday and Thursday mornings to Mrs. Schimmelfennig, for a fitness class, at a reduced rate of \$15.00 per use, for a 90 day trial period, subject to the instructor providing proof of insurance and inclusion of the association as an additional insured on the policy.

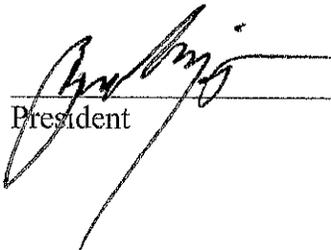
NEXT MEETING

The Board of Directors agreed to hold the next Regular Board of Directors Meeting on Tuesday, November 12, 2013 directly following the Annual, Organizational, and Executive meetings which begin at 6:00 p.m. at the clubhouse, 1900 Port Carlow Place, Newport Beach, CA.

ADJOURNMENT

There being no further business to come before the Board of Directors at this time, the Meeting of the Newport Hills Community Association was adjourned at 8:00 p.m.

ATTEST



President



Secretary

Koelreuteria paniculata

kole-roo-TEER-ee-uh
pa-NIK-you-lah-tuh

(Goldenrain Tree)

Sapindaceae (Soapberry family)

Origin: China, Korea and Japan, 1763

Species characteristics:

Form - Deciduous. Small and informal, slow to moderate growth to 25' and 15 - 25' spread with rounded crown. Dense branching.

Trunk - Bark is light brown, ridged and furrowed.

Foliage - Leaves to 15" long, imparipinnately compound, with 7 - 15 leaflets, each 1 - 3" long and 1½" wide, may be toothed or lobed.

Flowers/fruit - Small yellow summer flowers ½" long grow in showy terminal panicles 8 - 20" long. The fruits are papery-walled green, then salmon capsules, resembling lanterns, oblong-ovoid, 1 - 2' long, turning buff to brown in fall, persisting into winter.

No significant pest problems are known at this time.

Site suitability:

Sunset zones - 2 - 21.

Clearances - Suitable for 5' minimum parkways, medians or cutouts. Suitable under utility lines.

Good for street sides, medians, parks and lawns.

Culture considerations:

Best in neutral to acidic, well-drained soils. Drought tolerant with age. Chlorosis in exceedingly alkaline soils.

Comments, notes:

Tough, showy tree for difficult sites.





CITY OF NEWPORT BEACH General Services Department

Tree Removal or Reforestation Application

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

1 CARROTWOOD TREE

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

Located at: 1946 PORT EDWARD PLACE, NEWPORT BEACH

Please be as specific as possible

Requestor

- Property Owner
- Community Association
- Other _____

Address/ Phone (Daytime) / Email

9831 RARITAN AVE FOUNTAIN VALLEY
714 531-1007 92708
weavers2@earthlink.net

Signature: LE Weaver

Date: 10-15-13

Print Name: LESLIE WEAVER

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

Section A. For Tree Removal Requests Only

Removal Criteria (Check one or more)

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

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

Section B. For Reforestation Requests Only

Revised 05/2004

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

As initiated by:

- Property Owner
- Community Association
- Other _____

Check all items applicable:

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

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

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

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

Requestor Comments:

PLEASE SEE ATTACHED.

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

Requestor Comments:

We are requesting reforestation of the 42-year-old overgrown Carrotwood tree in our parkway strip as an important step in upgrading our landscape. Our plan is to install a new front and parkway lawn together with a smaller, more compatible tree. As it is, the size of the tree together with the overgrown roots and raised ground level makes it impossible to achieve any lasting improvement. Thank you.

A handwritten signature in cursive script that reads "L & J Weaver".

Leslie and Jessica Weaver
1946 Port Edward Place
Newport Beach



Municipal Operations Department

TREE INSPECTION REPORT

Property Owner: Leslie Weaver Trust
9831 Raritan Avenue
Fountain Valley, CA 92708

Tree Location: 1946 Port Edward Place / Front 1

Request: The property owner requests the removal of a City Carrotwood tree due to concern of fallen debris which he considers a hazard.

Tree Species: Cupaniopsis anacardioides – Carrotwood

Designated Street Tree: Koelreuteria paniculata – Goldenrain Tree

Estimated Tree Value: \$3,260.00

Damage: N/A

Parkway: Concrete Brick Turf (X) Other

Comments: A field inspection determined the tree is currently not hazardous and in good health.

There is no evidence of a potential hazard or liability in accordance with the removal criteria of Policy G-1. The City Carrotwood tree should be retained.

Inspected by: John Conway **Date:** September 9, 2013
John Conway, Urban Forester

Recommendation: Deny removal of the City tree.

Reviewed by: Dan P. Sereno **Date:** September 9, 2013
Dan P. Sereno, Parks and Trees Superintendent



Municipal Operations Department

September 9, 2013

TO: Deputy Operations Department Director

FROM: Parks and Trees Superintendent and Urban Forester

SUBJECT: *Tree Removal Request*

Human Resources

SEP 11 2013

Received by: CML

PROPERTY OWNER(S) INFORMATION:	Name:	Les Weaver
	Tree	1946 Port Edward Place /
	Location:	Front 1

The property owner requests removal of a City Carrotwood tree due to concern of fallen debris which he considers a hazard.

A field inspection determined the tree is currently not hazardous and in good health.

There is no evidence of a potential hazard or liability in accordance with the removal criteria of Policy G-1.

Staff recommends denying the removal of the City tree.

REPLACEMENT TREE: YES NO

DESIGNATED TREE: N/A

DEPUTY OPERATIONS DIRECTOR'S COMMENTS/RECOMMENDATIONS:

No damage noted, retain tree at this time.

Signature: [Signature]

Date: 9-17-13

RISK MANAGER'S COMMENTS/RECOMMENDATIONS:

Risk mgmt concurs w/ tree retention

Signature: [Signature]

Date: 9/26/13

CITY MANAGER'S COMMENTS/RECOMMENDATIONS:

OK

City Manager: [Signature]

Date: 10/1/13

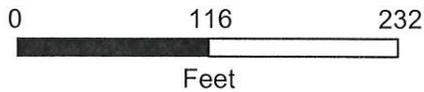
Attachments







Newport
Beach
GIS



Disclaimer: Every reasonable effort has been made to assure the accuracy of the data provided, however, The City of Newport Beach and its employees and agents disclaim any and all responsibility from or relating to any results obtained in its use.

Imagery: 2009-2012 photos provided by Eagle Imaging www.eagleaerial.com



NEWPORT BEACH

PB&R Commission Staff Report

Agenda Item No. 5D
December 3, 2013

TO: Parks, Beaches & Recreation Commission

FROM: Municipal Operations Department
Mike Pisani, Deputy Municipal Operations Department Director
949 644-3055, mpisani@newportbeachca.gov

TITLE: Bench Donation Request – West Ocean Front at 19th Street

RECOMMENDATION:

Staff recommends that the Parks, Beaches and Recreation Commission consider a bench donation request along West Ocean Front at 19th Street in memory of Walter D. K. Gibson III.

DISCUSSION:

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

The City has received a donation request from Bill Bennett (Attachment A) to donate a bench along West Ocean Front at the 19th Street end (Attachment B). The donated bench will be a Boardwalk Bench. The cost of the donation will include the 10% maintenance fee as required by Council Policy B-17 (Attachment C). The donation request and proposed bench location were approved by the Municipal Operations Department Deputy Director.

Since the value of the bench is greater than \$1,000.00, the donation is eligible to receive a dedicatory plaque. The submitted plaque verbiage, which complies with City Council Policy B-17, is "In Memory of Walter D. K. Gibson III".

NOTICING:

Mr. Bennett, Council Member Michael Henn, and the Central Newport Beach Community Association have received a copy of this report and a notice of the

Commission meeting. Surrounding residents were notified of the Commission Meeting related to this donation request via postcard (Attachment D).

Submitted by:

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke extending to the right.

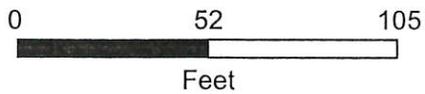
Mike Pisani, Deputy Director
Municipal Operations Department

- Attachments:
- A. Bench Donation Application and bench photo
 - B. Location map and photos
 - C. City Council Policy B-17, pages 1-3
 - D. Map (highlighting surrounding residents notified)





Newport
Beach
GIS



Disclaimer: Every reasonable effort has been made to assure the accuracy of the data provided, however, The City of Newport Beach and its employees and agents disclaim any and all responsibility from or relating to any results obtained in its use.

Imagery: 2009-2011 photos provided by Eagle Imaging www.eagleaerial.com

PARKS, FACILITIES, AND RECREATION PROGRAM DONATIONS

PURPOSE

The City Council recognizes the need to promote community involvement and active participation in quality of life components throughout the community, and the need to establish a fair, equitable, and uniform procedure for which gifts may be donated to the City. This policy establishes criteria for donations to assure area compatibility, attractiveness, usefulness, and the capability to be maintained. Each donation considered for inclusion in the City park public improvement and street system will be subject to established limitations and guidelines for the particular area.

POLICY

A. Acceptance of donations of cash or tangible items

1. Based on the value of the donation, appropriate City staff will review the acceptability of any donation and determine if the benefits to be derived warrant acceptance of the donation.
2. Criteria for evaluation includes consideration of any immediate or initial expenditure required in order to accept the donation, the potential and extent of the City's obligation to maintain the donation, and the community benefit to be derived from the donation.
3. The cost of a tangible donation shall include a 10% maintenance fee paid for in full by the donor. This maintenance fee is in addition to any other fees or charges.

B. Types of Donations

Donations may be received in the form of cash, real, or personal property. Restricted donations are those donations that the donor specifies for a particular City location or purpose. Unrestricted donations are those donations that are given to the City for unspecified use.

1. Cash Gifts

- a. Donation of cash or items valued at below \$10,000 may be accepted by the City Manager. However, any donation considered a park

facility improvement that would result in an installation of a permanent fixture in the parks must be in compliance with section B-4 of this policy, *Park and Street Improvement Donations*.

- b. Donations of \$10,000 and above may be accepted by the Parks, Beaches and Recreation Commission.
- c. Gifts of funds may be designated for restricted or unrestricted use.
- d. Gifts of funds accepted by the City imply no other obligation besides using donated funds for the specified purpose.

2. Trees

Tree donations add beauty to City parks and facilities. Trees may be donated and installed at parks and parkway locations recommended by the General Services Director and approved by the Parks, Beaches and Recreation Commission. The minimum size of tree donations must be 24" boxed containers unless waived by the Commission.

- a. Tree donations are limited to specific species and limitations identified in the City Donation Catalog.

3. Benches

Bench donations may be donated and installed in different areas of placement including parks, streets, along the beachfront, within villages, commercial districts, neighborhoods, on a specific island, etc. The Parks, Beaches, and Recreation Commission, with the assistance of General Services staff, shall designate the type, style, design, and placement of City-owned benches on City property.

- a. An inventory of designated benches and available bench locations will be maintained in the City Donation Catalog.
- b. Donation requests must be submitted to the General Services Department and meet the following requirements:

- i. Bench donations along a city street, beachfront or other public right of way will require the approval of the General Services Director.
- ii. Bench donations within a commercial district will require notification of, and an endorsement from, the local business association, if applicable.
- iii. Bench donations for parks and facilities within a residential community will require notification of residents and an established homeowners association or common interest development, when applicable, within 300 feet of placement.

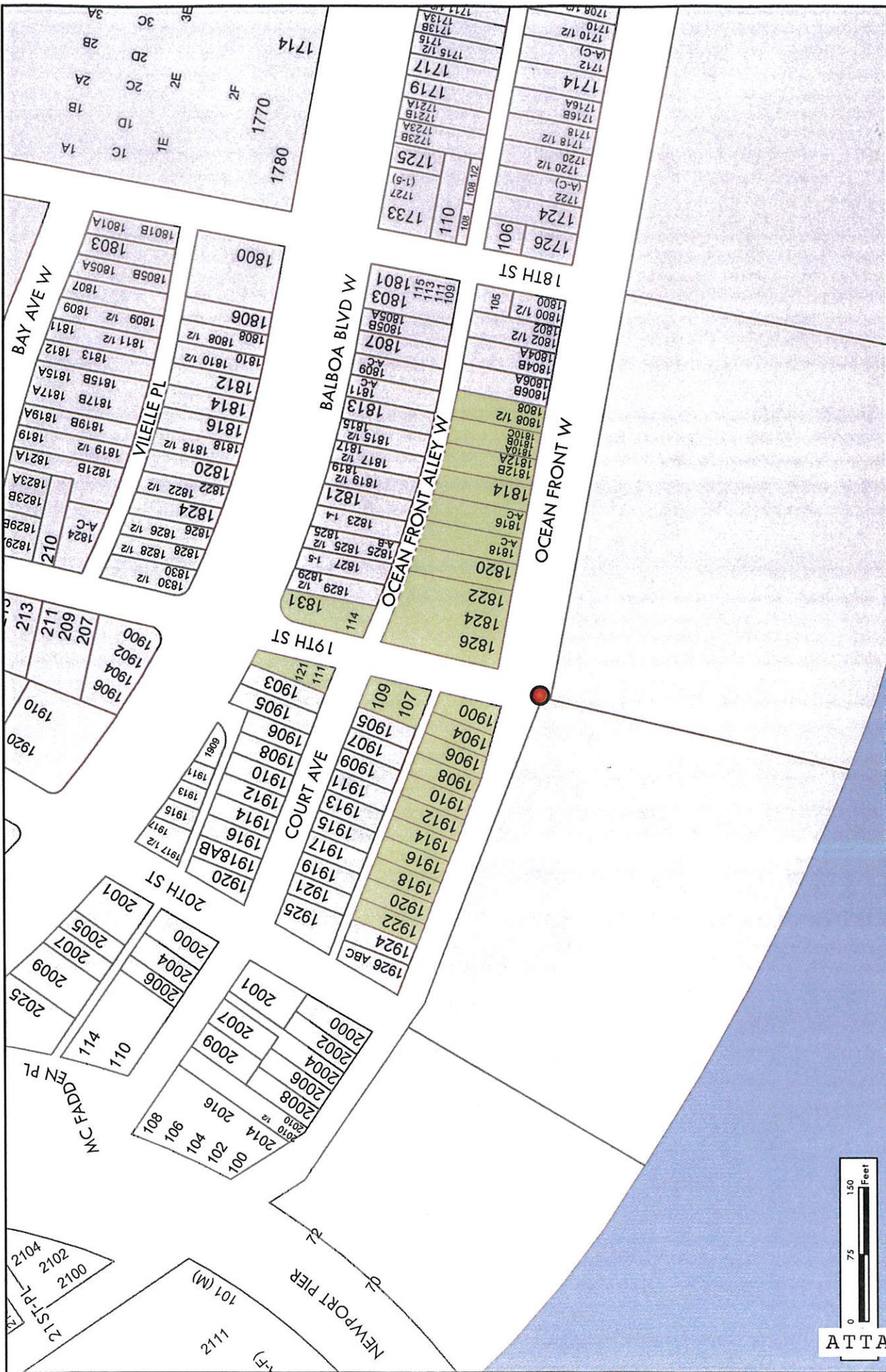
4. Park, Public Improvement, and Street Amenities

Other amenities such as drinking fountains, tables, and other equipment that will improve public places in parks, in and/or around public buildings, streets, walkways, and trails may be donated to the City.

- a. Other amenities that may be donated will be identified in the City Donation Catalog.
- b. Donation of public amenities valued at below \$10,000 may be accepted by the City Manager.
- c. Donation of public amenities valued \$10,000 and above may be accepted or declined by the Parks, Beaches and Recreation Commission.
- d. Donations to be installed on public sidewalks shall meet the criteria described in Policy L-15 Encroachments on Public Sidewalks and approved by the Public Works Director and General Services Director.

C. Naming Rights

Donors may receive naming rights on capital improvement projects for which any donation matches or exceeds 75% of the total budgeted cost for the area benefiting from the donation. All such donations will be submitted to the City



West Ocean Front at 19th Street



Notified Properties



W Ocean Front at 19th Street

