

**THE CITY OF COSTA MESA
STUDY SESSION OF THE
PARKS AND RECREATION COMMISSION**

October 27, 2010

The Parks and Recreation Commission of the City of Costa Mesa, California met in study session at 5:02 p.m. on Wednesday, October 27, 2010, in Conference Room 1A of City Hall, 77 Fair Drive, Costa Mesa, California.

1. Call to Order: Chairman Mike Brumbaugh

2. Roll Call

Commissioners Present: Chairman Mike Brumbaugh
Vice Chairman Terry Shaw
Commissioner Kurt M. Galitski
Commissioner Jeff R. Mathews
Commissioner Kim Pederson

Commissioners Absent: None

Officials Present: Mr. Peter Naghavi, Director of Public Services
Mr. Bruce A. Hartley, Maintenance Services Manager

3. Review of the Streetscape and Median Development Standards

Public comment was requested by Chairman Mike Brumbaugh. No public comments were received.

Mr. Bruce A. Hartley presented a brief report.

Chairman Mike Brumbaugh suggested that each Commissioner offer their individual recommendations for discussion for the Streetscape and Median Development Standards.

Chairman Mike Brumbaugh said that he would like to include additional verbiage to Section 4.01 Penalties for Illegal Removal or Destruction of Street Trees, to read as follows:

“Any person who illegally removes or destroys any street tree shall **appear before the Parks and Recreation Commission to state their case** and be subject to penalties as listed and enforced under Section 1-33 of the Costa Mesa Municipal Code.”

Discussion among Chairman Mike Brumbaugh, Mr. Naghavi, and Mr. Hartley occurred on the City’s current policy and process for resolving this type of occurrence.

Commissioner Jeff R. Mathews suggested that the City require a special type of bonding and/or licensing for Contractors that are hired by homeowners to perform tree trimmings and/or tree removals on City parkways.

Discussion among Commissioner Kurt M. Galitski, Chairman Mike Brumbaugh, Mr. Naghavi, and Mr. Hartley ensued on whether or not to require the contractor or homeowner to be bonded and licensed by the City.

Discussion among Commissioner Jeff R. Mathews, Mr. Hartley, and Mr. Naghavi took place on whether or not to penalize the contractor and/or homeowner for an illegal tree trimming and/or tree removal of a parkway tree.

Discussion between Commissioner Kim Pederson and Mr. Hartley occurred on whether or not a police report is generated for each illegal tree trimming and/or tree removal.

Chairman Mike Brumbaugh said that he would like to educate the public with information, such as an outreach program.

Discussion among Chairman Mike Brumbaugh, Commissioner Kurt M. Galitski, Commissioner Kim Pederson, Mr. Naghavi, and Mr. Hartley took place on a public outreach program for unauthorized improvements on public right-of-way.

Chairman Mike Brumbaugh suggested to include additional verbiage to Section 4.0 Criteria for Parkway Tree Removal/Replacement for trees that are required to be replanted at the same property unless special circumstances exist, which will be determined by the Parks and Recreation Commission.

Discussion among Chairman Mike Brumbaugh, Commissioner Jeff R. Mathews, Commissioner Kurt M. Galitski, Mr. Naghavi, and Mr. Hartley occurred on the current policy and process for Section 4.0 Criteria for Parkway Tree Removal/Replacement.

Discussion among Commissioner Jeff R. Mathews, Mr. Naghavi, and Mr. Hartley ensued on the typical number of tree removal requests received versus the number of requests that are forwarded to the Parks and Recreation Commission.

Commissioner Kurt M. Galitski requested that Mr. Hartley include the number of tree removal requests received and handled on staff's level on his Maintenance Manager's Report or as an information item to the Commission.

Discussion among Commissioner Kurt M. Galitski, Chairman Mike Brumbaugh, Mr. Hartley, and Mr. Naghavi took place on the assessment to determine the penalty for a contractor and/or homeowner who illegally removed or trimmed a tree on the public right-of-way. Commissioner Kurt M. Galitski believes that the Commission should review each situation to determine to appropriate penalty.

Commissioner Kurt M. Galitski suggested that a homeowner should have the opportunity to appeal staff's decision to the Commission on an illegal tree removal or trimming.

Discussion between Commissioner Kurt M. Galitski and Mr. Hartley occurred on the City's process when a car hits a tree on the public right-of-way.

Commissioner Jeff R. Mathews had no comments or suggestions at this time.

Vice Chairman Terry Shaw had no comments or suggestions at this time.

Discussion among Commissioner Kurt M. Galitski, Commissioner Kim Pederson, Mr. Naghavi, and Mr. Hartley ensued on the City's current tree trimming policy for homeowners, on the standard footage clearance, and on whether or not the City issues a tree trimming permit.

Discussion among Commissioner Kim Pederson, Mr. Naghavi and Mr. Hartley took place on whether or not a homeowner may obtain a City permit to have a public right-of-way tree trimmed by the City or by a contractor.

Commissioner Kurt M. Galitski suggested that a procedure to obtain a tree trimming permit be established for homeowners and/or contractors.

Discussion among Commissioner Kurt M. Galitski, Commissioner Kim Pederson, Mr. Naghavi, and Mr. Hartley ensued on establishing a tree trimming permit procedure for homeowners and/or contractors.

Discussion among Commissioner Kim Pederson, Mr. Naghavi, and Mr. Hartley took place on whether or not the City reviews and/or approves the installation of an irrigation system for homeowners.

Discussion between Commissioner Kim Pederson and Mr. Hartley occurred on drought tolerant materials, and on the types of materials acceptable for landscaping.

Mr. Naghavi made a brief statement on obtaining a Costa Mesa business license.

Discussion among Commissioner Jeff R. Mathews, Chairman Mike Brumbaugh, Commissioner Kurt M. Galitski, Mr. Naghavi, and Mr. Hartley ensued on the requirements and/or conditions to obtain a Costa Mesa business license to trim trees on the public right-of-way, and on providing contractors with informational materials on trimming public trees.

Commissioner Jeff R. Mathews suggested to enhancing the license process in order to reduce the amount of illegal tree trimming and/or removal on public right-of-way, and to provide the public with informational materials to increase public awareness.

Discussion between Commissioner Jeff R. Mathews and Mr. Hartley took place on the tree species palette in order to minimize future tree problems on public right-of-way.

Discussion between Commissioner Jeff R. Mathews and Mr. Hartley occurred on identified locations for tree installation and on the City's tree inventory.

Discussion between Commissioner Jeff R. Mathews and Mr. Hartley ensued on the average cost per tree.

Discussion between Commissioner Jeff R. Mathews and Mr. Hartley took place on staff's efforts to contact businesses or foundations for tree donations.

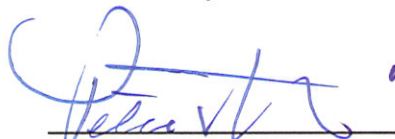
Mr. Naghavi said that the Commission's suggestions and recommendations for the Streetscape and Median Development Standards that were discussed will be agendized to the January 2011 meeting.

Discussion between Commissioner Kurt M. Galitski and Mr. Hartley occurred on recent illegal material plantings on the pubic right-of-way.

4. **Adjournment**

The meeting was adjourned at **6:16 p.m.** to the Parks and Recreation Commission and Planning Commission Joint Study Session on Monday, November 8, 2010, at 5:00 p.m. in Conference Room 1A of City Hall.

Submitted by:



PETER NAGHAVI
Director of Public Services