

**COMMUNITY SERVICES COMMISSION
MEETING MINUTES**

**City Council Chamber
Monday, September 8, 2003
6:30 p.m.**

CALL TO ORDER:

Chair Spencer called the meeting to order at 6:31 p.m.

FLAG SALUTE:

Commissioner Miller led the flag salute.

ROLL CALL:

Present: Virginia Han, George Miller, Sharon Quirk, Craig Russell, Nancy Spencer
Absent: Kathleen Baier Dalton, Neil Swanson

STAFF PRESENT: Susan Hunt, Director; Alice Loya, Senior Administrative Analyst; Randy McDaniel, Park Project Manager; Joe Felz, Community Services Manager; Joel Rosen, Chief Planner; Bob Savage, Director of Maintenance Services; Dan Sereno, Landscape Superintendent; and Patty Lambaren, Clerical Assistant III.

PUBLIC COMMENTS:

None.

STAFF COMMENTS:

Director Hunt introduced Pauline Flanders, new administrative secretary, to the Commissioners.

ACTION ITEMS:

***1. APPROVAL OF THE MINUTES OF THE MAY 12, 2003 REGULAR MEETING**

Commissioner Han MOVED to APPROVE the May 12, 2003 Minutes, and Co-Chair Miller SECONDED the MOTION.

Per Chair Spencer, the Minutes stand APPROVED AS WRITTEN.

***2. TREE REMOVAL PROPOSAL – 800 BLOCK OF DELPHINE PLACE**

Dan Sereno, Landscape Superintendent, presented the Maintenance Department's tree removal proposal at the 800 Block of Delphine Place. Removal of City ficus trees was recommended due to severe root damage to sidewalks, lateral root intrusion in the sewer system, increased maintenance costs, and increased risk of liability due to the sidewalk damage. Root intrusions in the main sewer lines could also cause sewage spills which, in turn, could cause environmental damage and beach closure, and necessitate beach cleanups, triggering possible fines from the

State or federal Environmental Protection Agency. Superintendent Sereno noted that tree removal was also recommended by the Regional Water Quality Control Board.

The Maintenance Department recommended replacement of the ficus trees with 24" box camphor trees as designated by the Master Street Tree Plan. It was also noted that there may not be tree-for-tree replacement if the trees would interfere with existing structures or sewer lines.

Postcards were sent to affected residents notifying them of the proposed removal and replacement, and two letters from residents were received. Both residents were present and spoke at tonight's meeting.

Commissioners asked for clarification on the tree removal issue, and also remarked that they had seen the pavement damage themselves. They also asked how many houses needed trees removed, what the response was to residents who did not want tree replacement, if only public trees were being removed, who was liable if someone tripped and hurt him- or herself, if there was a ficus replacement program already, the actual tree removal process, whether larger trees than the planned 24" box trees could be planted, and the timeline for removal and replacement of trees as well as removal and replacement of affected pavement by Engineering.

STAFF RESPONSE/COMMENTS:

Superintendent Sereno responded that five houses needed trees removed, that the Department would respect the wishes of homeowners if they did not want the removed trees replaced, and that only public trees were being replaced. Damage to pipes from private trees would be the homeowner's responsibility. It was confirmed that the City would be liable if someone tripped and hurt him- or herself on root-damaged sidewalks, that there is a ficus replacement program but it is being done on a case-by-case basis, and that larger trees could be planted with the homeowner paying the difference in cost. Superintendent Sereno explained the tree removal process and the timeline to complete the work. He also noted that 100% of the felled ficus trees would be recycled.

PUBLIC COMMENTS:

At 6:56, the meeting was opened to public comment.

Audrey Masai of 1715 W. Fern Drive, and Mike Woyetz of 816 Delphine Place spoke in favor of either retaining the existing trees or having replacement trees that were larger than those proposed. Both homeowners stated that they never noticed anyone having problems in negotiating the sidewalks with the root damage. Superintendent Sereno noted that larger trees could be planted if the homeowner is willing to pay the difference in cost between the proposed trees and the larger trees, in this case \$250-\$265 for the proposed 24" box tree versus over \$750 for the 36" box tree.

Commissioners were sympathetic to homeowners' concerns, asking whether the City has negotiated with homeowners before and what options might be available.

After consultation with Director of Maintenance Services, Bob Savage, Mr. Sereno amended the original staff recommendation of planting all 24" box trees by recommending instead to plant three 36" box trees out of the four or five trees at 1715 Fern Dr. (Lot 43), and two 36" box trees out of the three or four trees at 816 Delphine Place (Lot 42), without charging the residents. The remainder of trees planted would be the 24" box trees originally proposed. Mr. Sereno also noted that the City may not be able to replant the same number of trees currently growing on those lots. Both homeowners and the Commissioners indicated satisfaction with this compromise.

Commissioner Miller MOTIONED to approve the staff recommendation and Commissioner Russell SECONDED the motion.

AYES: Han, Miller, Quirk, Russell, Swanson
NOES: None

The MOTION carried unanimously.

***3. MUSEUM / PLAZA STORAGE BUILDING REMODEL AND RESTROOM PROJECT**

Joe Felz, Community Services Manager, presented the Museum/Plaza Storage Building Remodel and Restroom Project to the Commission with the recommendation that the Commission recommend approval of the conceptual plan to City Council and that it authorize staff to proceed with construction documents.

Manager Felz described the new construction which would have three components: 1.) a full remodel of the kitchen, 2.) minor renovation of the existing storage area as well as the addition of new storage space, and 3.) two new restrooms to primarily serve the Plaza which would be unlocked in the morning and locked in the evening. He noted that none of these areas was involved in the 1988 museum renovation, and that the new storage construction would provide greater security against theft near the patio area.

Manager Felz introduced Rick Crane, architect for the project, acknowledged the involvement of Park Project Manager Randy McDaniel, and opened the item for questions or comments from the Commissioners.

COMMISSIONER COMMENTS AND QUESTIONS:

Commissioners commented on the fact that the City had sold the building and hoped there would be no risk of the City losing its lease given the investments in renovation. They also expressed approval of the design and asked questions about placement of the bathrooms, possible vandalism, whether the kitchen would increase usage of the facility, and if there would be new drinking fountains.

STAFF RESPONSE/COMMENTS:

Director Hunt noted that the current lease will continue for 20 years, that the city anticipates continued use of the museum in the future, and that the sale of the Museum to Fullerton College predated any of the individuals who were at tonight's meeting. Manager Felz stated that

vandalism is always a factor but there will be staff monitoring, and a lot of ongoing activity in the plaza. Although there are no drinking fountains planned for the area, the south patio will be open so that its fountain can be used.

Commissioner Russell MOTIONED and Commissioner Miller SECONDED the MOTION to recommend to City Council that it approve the Museum/Plaza Storage building conceptual plans, and that it authorize staff to proceed with construction documents.

AYES: Han, Miller, Quirk, Russell, Swanson
NOES: None

The MOTION carried unanimously.

***4. AMERIGE HEIGHTS COMMUNITY CENTER CONCEPT PLAN**

Randy McDaniel, Park Project Specialist, presented the Amerige Heights Community Center preferred Craftsman-style conceptual plan to the Commissioners, requesting Commission recommendation to City Council for approval and to authorize staff to proceed with construction documents. He also introduced project architect John Silber of Silber Architects, and Dominic Oyzon of Design in Motion, the project's landscape architect, also noting that the project was a development-driven project in which Amerige Heights park fees will be used to construct a community center in the Central Park area of Amerige Heights. The project will serve Fullerton city-wide, and construction is slated to begin Summer of 2004 with completion a year later.

Susan noted that two Commissioners, Neil Swanson and Virginia Han, were part of the planning committee during the early stages of development, and provided input on the floor plan and building use. The Department is looking for review and recommendation on the exterior as the interior will remain largely the same. She also answered a query as to whether the Amerige Heights Community Center is only a working name, stating that no official name has been given.

The architect, John Silber, presented the overall landscape and site plan to the Commission, noting its positioning next to the park. He described room uses and locations, noting that the spaces are configured to enhance staff supervision of public areas, with moveable partitions and meeting rooms that open onto the plaza with covered breezeways, making the Center amenable to indoor-outdoor functions.

The architect described the two exterior elevation schemes which are found historically in Fullerton: Mediterranean/Spanish style which was not recommended, and the Arts and Crafts or Craftsman style which is the recommended style.

The item was opened for questions with Director Hunt noting that the project is in the conceptual stage now with design and development next, and then more on treatments, specifics and the interior to follow. The project will be brought back to the Commission as it is refined.

COMMISSIONER COMMENTS AND QUESTIONS:

Commissioners asked questions regarding programming and room usage, whether there were possibilities for future expansion, the kitchen set up, if the center could be rented out, and square footage. They also asked if the City could use the space, how much parking is available, whether programming would overlap services other facilities are providing, and how staffing would be funded. There was also concern that there is still a serious need for services in other areas. Commissioners also asked if a gymnasium would be built at the nearby elementary school, and what kind of plantings would be used.

STAFF RESPONSE/COMMENTS:

The architect and staff described the rooms as multi-use. The Aerobics Room will not have heavy exercise equipment, but would be used, instead, as an active-use space for fitness activities such as dance, tumbling, and yoga. Expansion is possible but would have to go upwards and parking would be a consideration.

The kitchen would not be a full commercial kitchen but could be used for catering or nutrition and cooking classes. The total square footage is 8,200 s.f. versus the Senior Center which is 15,400 s.f.; thus, the new center would be about the minimum size possible for a community center. The City would be able to use the facility.

The architect noted that there should be adequate parking with about 80 parking spaces on the property plus street parking on Hughes and Goodwin. Director Hunt stated that the new center will not overlap, but rather, round out the community resources the City provides with the City also being able to utilize the space.

Director Hunt also clarified that while the developer is building the facility, the funds for the construction are coming from park dwelling fees paid by the new homes. She acknowledged that staffing is always an issue although the center will probably charge a fee-for-service to support staffing and provide free programming. Director Hunt also confirmed that the funds could only be spent in the northwest area as per the development agreement, but the center would be open to everyone. She also responded that the local elementary school will not have a gym although the school district is trying to put gyms at junior high schools.

The architect responded that it is too early in the planning to have the plantings specified; however, they will complement the nearby park. Director Hunt stated that those plans would be brought to the Commission as they are developed.

Director Hunt acknowledged the involvement and help of two of her staff, Managers Grace Miranda and Randy McDaniel as well as Chief Planner Joel Rosen, and again acknowledged Commissioner Han's and Swanson's valuable input.

Commissioner Russell MOTIONED and Commissioner Miller SECONDED the MOTION to recommend the Craftsman conceptual style to City Council for their approval and for their authorization of staff to proceed with the construction documents.

AYES: Han, Miller, Quirk, Russell, Spencer
NOES: None

The MOTION carried unanimously.

INFORMATION ITEMS (Items 5 – 8)

***5. REVISIONS TO CITY AGREEMENTS WITH FULLERTON PUBLIC EDUCATIONAL INSTITUTIONS: CAL STATE FULLERTON, LAGUNA ROAD SCHOOL, PACIFIC DRIVE SCHOOL**

Alice Loya, Senior Administrative Analyst, presented the revisions to City agreements for Cal State Fullerton, Laguna School Road and Pacific Drive Park, opening the item up for questions and comments from the Commissioners.

COMMISSIONER QUESTIONS AND COMMENTS:

Commissioners asked questions regarding the City's priority-use time of 3,162 hours at Cal State Fullerton, changes to the agreement, if lighting could be used whenever needed, and if the fields were fully used.

Clarification was needed on the location of the Laguna Road School property, if it was a public park and if it would be mostly the school that would be using the play equipment funded in part by the City.

Commissioners were concerned about possibly losing park space to put in a parking lot although the site plan made sense. They also asked for more specifics on the use agreement.

STAFF RESPONSE/COMMENTS:

Analyst Loya explained how the hours and usage of the fields at Cal State Fullerton are monitored, and assured Commissioners that the City has prime time usage and can use the lights whenever needed. She also noted the changes to the Memorandum of Understanding including an agreement not to use the fields in August due to maintenance needs, pointing out that the City operates its own fields in this manner, also.

Director Hunt explained the history of the Laguna Road School agreement and how excess school property was developed and maintained by the City with joint use by the school and the public. With the revised agreement, the City will be funding part of the play equipment, but will transfer responsibility for maintenance from the City to the school.

Director Hunt also clarified that the property on which Pacific Drive School is proposing to build a parking lot is school district property, not City property. Analyst Loya noted that the Fullerton Rangers soccer league also supports the new parking lot because there is no parking near that area of the field. Director Hunt clarified that the City has, according to the original agreement, first right to use of the property and that with the amendment, is agreeing to allow the school district to put in a parking lot and provide maintenance at their expense. Analyst Loya noted

that the Pacific Drive agreement is a use agreement whereas the Laguna Road agreement is a lease agreement.

The Revisions to Agreements with Fullerton Educational Institutions report was received and filed.

***6. LANDSCAPE DIVISION MONTHLY MAINTENANCE REPORTS FOR JUNE, JULY AND AUGUST 2003**

The Landscape Division Monthly Reports for June, July and August 2003 were received and filed.

***7. BUILDING AND MAINTENANCE DIVISION MONTHLY REPORTS FOR JUNE, JULY AND AUGUST 2003**

The Building and Maintenance Division's Monthly Reports for June, July and August 2003 were received and filed.

Superintendent Sereno answered Commissioner questions regarding monthly tree plantings, tree infestation prevention efforts, and the Bastanchury Avenue landscaping near the Turnleaf Homes.

Commissioner Quirk asked about the status of the possible tree removal at the Museum Plaza due problems with the root system. Superintendent Sereno noted that last year, Commissioners had concerns regarding the slow growth of the cassia trees, and deferred to Randy McDaniel, Park Project Manager. Manager McDaniel said that the department is conducting a yearly assessment, scheduled this year for October, to look at the trees. He concurred that the trees are looking good, so most likely, no action will be taken at this time. Another assessment will be conducted the following year. It was confirmed that no action would be taken on the trees without first informing the Commission.

COMMISSIONER QUESTIONS AND COMMENTS:

Commissioners noticed many kids and parents enjoying Plaza Park, stating that the Park was a "worthwhile endeavor". There was also concern that although the recent events at Panorama Park certainly require a response, that maintenance service was being moved to Panorama Park, possibly at the expense of other parks. The possibility of using court-ordered community service workers was mentioned as a solution to the current hiring freeze on maintenance workers.

STAFF COMMENTS:

A discussion ensued regarding the use of court-referred community service workers as an alternative due to the hiring freeze. Superintendent Sereno responded that his department already utilizes paid Orange County Probation workers because, unlike court-ordered community service workers, supervision is provided, reducing the problems of supervision and theft of equipment and materials.

8. REPORT ON CITY COUNCIL AGENDA ITEMS:

Director Hunt shared the framed Resolution from City Council declaring July Parks and Recreation Month, thanking Commissioner Spencer for accepting the resolution from the City Council.

9. COMMISSIONER COMMENTS

Commissioner Russell mentioned that he had called Susan today regarding the problems near Panorama Park, and had pictures to share with the other Commissioners. He said he was made aware of the problems because he lives nearby and because there will be a community meeting this Thursday night with the Police and two City Council members. Commissioner Russell noted that Panorama Park is located off of Skyline Drive, is part of the Fullerton trail system, and has "the greatest view of all of Orange County" with views to Downtown Los Angeles and Catalina Island. In the past three to four weeks, however, there have been four shootings, resulting in a bullet in the back of an automobile, and another through a resident's front door, ending in the refrigerator. Police have picked up patrols in the past few weeks.

Commissioner Russell stated that word of mouth and the photos seem to indicate that Panorama Park and its surrounds have been "discovered" as a place to hang around, resulting in vandalism and other illicit activities, camping, and people in the parking lot at night, even though the area should be closed at night. He noted that some homeowners believe part of the problem is that the area cannot be seen from the street. Commissioner Russell suggested a proactive approach, and while not expecting any decisions tonight, would like to get feedback from staff, learn more about their normal maintenance routine, and the possibilities of greater monitoring.

STAFF COMMENTS:

Director Hunt confirmed that she was made aware of the problem last week when she received a call from Commissioner Russell. Her department, Police, Maintenance Services, and Development Services are involved in a multi-departmental effort to address the problem. She then invited Superintendent Sereno to provide a report from Maintenance.

Supervisor Sereno stated that he was made aware of the problems last week from Sgt. Gillette. The City's responsibility in the area is maintaining the trail and fencing. Habitat areas are maintained through Unocal and Coyote Hills Golf Course. The golf course superintendent is supposed to open and close the three gates at Skyline, Bastanchury Trail, and Ladera Vista. A park sign is posted regarding closure from dusk to dawn, the maintenance crew will put another sign out, and a fencing contractor will fix the fence. Currently, there is a maintenance patrol once a week, and Supervisor Sereno has instructed staff to clean out the areas. Police are very involved and are also stepping up patrols. He noted that Skyline Drive has been known as a "Lovers' Lane" for many years.

Supervisor Sereno reported that he has sent an e-mail to all affected departments regarding his meeting with Sgt. Gillette, and his short term priorities of signage, cleanup and patrols. He offered twice weekly patrols which is difficult due to the hiring freeze and could affect maintenance in other areas. He also agreed to report any signs of unusual activity to the police and has instructed the golf course superintendent and his staff to do the same when opening and closing the gate.

COMMISSIONER QUESTIONS AND COMMENTS:

Commissioners asked questions about access to the area by car and on foot, suggesting that more regular maintenance patrols would help to keep the area under control in the future, also. They received confirmation that Unocal is responsible for cleaning outside the fencing and trails, and that the brush there cannot be removed as it is a gnatcatcher habitat and, therefore, protected. Staff also confirmed that the Thursday night community meeting on this issue will be managed by the Police Department.

Chair Spencer asked about a way to honor Priscilla Stead of Fullerton Beautiful who planted the garden space in front of the Fullerton Police Department ten years ago and has been maintaining and watering it ever since, even at the age of 86. Director Hunt agreed that she would follow through with Landscape Superintendent Dan Sereno and any others who are interested in honoring Ms. Stead.

Commissioner Quirk commended the staff for the Concerts in the Park and the Fullerton Market, both of which she enjoyed greatly. Commissioner Spencer concurred, noting that the Market's popularity has caused problems with parking although Fullerton College parking is also to blame. Director Hunt noted that when the apartments nearby open up, there will be 100 non-resident public parking spaces available, helping to alleviate the current problem for community events.

Director Hunt also pointed out the new Community Services newsletter, copies of which were given to Commission members. She commended the staff who put the newsletter together, particularly Manager Grace Miranda and Clerical Assistant II, Carol Whitaker, with the Commission agreeing.

Director Hunt also thanked Commissioner Han for noting that the October 13th Commission Meeting will adjourn to the Fullerton Municipal Golf Course at 5:30 for a barbecue dinner and a tour of city improvements.

Chair Spencer adjourned the meeting at 8:46 p.m.

Respectfully Submitted,

Susan Hunt, Secretary

SH: pf