

**MINUTES  
PARK AND ACTIVITIES COMMISSION  
JUNE 16, 2009**

A regular meeting of the Park and Activities Commission of the City of Rolling Hills Estates was called to order at 6:02 p.m., in the Community Center, 2500 Palos Verdes Drive North, by CHAIRWOMAN DAVIS.

COMMISSIONERS PRESENT: Boyd\*, Clewis, Davis, Pagliano, Schmitz

COMMISSIONERS ABSENT: Allen, Persichina

STAFF PRESENT: Andy Clark, Community Services Director

\*Member Boyd arrived at 6:12 p.m.

**PARK AND ACTIVITIES COMMISSION MINUTES, MAY 19, 2009**

COMMISSIONER PAGLIANO moved, seconded by COMMISSIONER CLEWIS

TO APPROVE THE PARK AND ACTIVITIES COMMISSION MINUTES OF MAY 19, 2009, AS PRESENTED.

THERE BEING NO OBJECTION, CHAIRWOMAN DAVIS SO ORDERED.

**AUDIENCE ITEMS NOT ON THE AGENDA**

The COMMISSION discussed the email from Barbara Epstein regarding Wagon Wheel Ranch. The Community Services Director noted that this item was on the agenda of the joint meeting between the Planning Commission and the Equestrian Committee on June 15. He added that the two bodies, per the direction of COUNCIL, provided guidelines for a Special Use Permit for this specific subject.

\*\*\*\*\*THE FOLLOWING WERE TAKEN OUT OF ORDER\*\*\*\*\*

**ROLLINGWOOD HOA PARK PERMIT APPLICATION**

The Community Services Director reviewed the memorandum per written agenda material. Mr. Doug Wickstrom was present, representing the Rollingwood HOA. It was noted that a portion of Rockbluff Drive will be set up for the potluck, at the end of the cul-de-sac. It was noted that the grassy area at the park will be used for children's' games.

COMMISSIONER PAGLIANO moved, seconded by COMMISSIONER SCHMITZ

TO APPROVE THE ROLLINGWOOD HOMEOWNERS ASSOCIATION'S PARK PERMIT APPLICATION FOR THE USE OF ROCKBLUFF PARK FOR A BLOCK PARTY ON SUNDAY, JULY 19, 2009 FROM 3:00 P.M. TO 6:00 P.M.

THERE BEING NO OBJECTION, CHAIRWOMAN DAVIS SO ORDERED.

**VACANT COMMERCIAL PROPERTY FENCING AND LANDSCAPING PLAN**

The Community Services Director reviewed the memorandum per written agenda material. He added that the Planning Director has reviewed the attached plan and believes it complies with the intent of the new Ordinance.

COMMISSIONER SCHMITZ moved, seconded by COMMISSIONER BOYD

TO APPROVE THE PLAN TO FENCE AND LANDSCAPE THE VACANT COMMERCIAL PROPERTY LOCATED AT 627 DEEP VALLEY DRIVE.

THERE BEING NO OBJECTION, CHAIRWOMAN DAVIS SO ORDERED.

### **ADJOURN TO PEPPER TREE FOUNDATION ADVISORY BOARD MEETING**

COMMISSIONER SCHMITZ moved, seconded by COMMISSIONER BOYD

TO ADJOURN TO THE PEPPER TREE FOUNDATION ADVISORY BOARD MEETING, THE TIME BEING 6:16 P.M.

THERE BEING NO OBJECTION, CHAIRWOMAN DAVIS SO ORDERED.

### **TRACY AUSTIN DOUBLES TENNIS TOURNAMENT UPDATE (JULY 10-12)**

The Community Services Director stated the new Bank of Palos Verdes will be a key sponsor (\$3,500). He added that mailings are out to all tennis members and those who have participated in last year's tournament, an article was included in the City's Newsletter, and the tournament is listed on Active.Com and participants can apply online.

CHAIRWOMAN DAVIS suggested the City look into whether the tournament could be included on the school's website or other organizations' website. The Community Services Director will look into this suggestion.

### **THE HILLS ARE ALIVE RACE UPDATE (AUGUST 8, 2009)**

The Community Services Director stated a major sponsor is still needed. Mr. Hogue would like the City to look into the prospect of depositing monies into Malaga Bank. Malaga Bank is willing to donate if the City holds an account at the bank. Mr. Hogue will be discussing this suggestion with the Administrative Services Director.

### **RECONVENE THE PARK AND ACTIVITIES COMMISSION MEETING**

COMMISSIONER BOYD moved, seconded by COMMISSIONER PAGLIANO

TO ADJOURN THE PEPPER TREE FOUNDATION ADVISORY BOARD MEETING AND RECONVENE THE PARK AND ACTIVITIES COMMISSION MEETING, THE TIME BEING 6:23 P.M.

THERE BEING NO OBJECTION, CHAIRWOMAN DAVIS SO ORDERED.

### **COMMISSION ITEMS**

STREET FAIR UPDATE – It was the consensus of the COMMISSIONERS who attended the Street Fair that the quality of vendors has improved, and the food was good. It was noted that the new trash containers were better than in years past. The Street Fair was well attended.

ADOPT-A-PARK REPORTS – CHAIRWOMAN DAVIS stated Chandler Park was generating dust and needs to be watered more frequently. The Community Services Director stated he will notify the trainers to water down, especially when horses are “turned out.”

COMMISSIONER SCHMITZ noted that the driveway to the Equestrian Center was dragged and evened out. In answer to an inquiry, the Community Services Director stated that the new signs have been received and will be installed as soon as possible.

COMMISSIONER PAGLIANO stated Silver Spur Park is fine.

### **DIRECTOR'S ITEMS**

Peter Weber Equestrian Center Renovation Project Update – The Community Services Director stated the Caretaker's new unit will be located near the entrance to the Crenshaw Tunnel. He added that a Draft Initial Study and Mitigated Negative Declaration, not a full-blown EIR, is expected from Willdan.

CHAIRWOMAN DAVIS stated she attended the Special Equestrian Committee meeting on June 8, 2009, and noted that Cathy Gardner had put a lot of time and effort into the report she presented regarding the budget for future on-going operations of the Equestrian Center. She added that Ms. Gardner did an outstanding job and brought a fresh view to this subject. This report had suggestions on ways to fix problems with the Equestrian Center's operations and budget. She added that a Request For Information from vendors is proposed.

CHAIRWOMAN explained that she found out the answer to the question "why does Seahorse have all extra stalls available." Seahorse stalls are rented on a monthly basis. Horses are constantly being moved.

CHAIRWOMAN DAVIS suggested a matrix floor plan with stall numbers, renter's name, price of stall, problems with the stall, etc. should be provided by MIG.

The Community Services Director stated the COMMISSION will be receiving the approved minutes from the Equestrian Committee to keep the COMMISSION abreast of the items being reviewed.

### **CITY COUNCIL ACTIONS OF MAY 26 AND JUNE 9, 2009**

THERE BEING NO OBJECTION, CHAIRWOMAN DAVIS ORDERED

THE CITY COUNCIL ACTIONS, MEETINGS OF MAY 26 AND JUNE 9, 2009, RECEIVED AND FILED.

### **PLANNING COMMISSION MINUTES, MAY 18 AND JUNE 1, 2009**

THERE BEING NO OBJECTION, CHAIRWOMAN DAVIS ORDERED

THE PLANNING COMMISSION MINUTES, MEETINGS OF MAY 18 AND JUNE 1, 2009, RECEIVED AND FILED.

### **FUTURE AGENDA ITEMS**

- A. MEMORIAL PLAQUE REQUEST
- B. MEMORIAL TREE REQUEST
- C. MEMORIAL PLAQUE POLICY

## **GEORGE F CANYON NATURE CENTER SERVICES AGREEMENT**

The Community Services Director reviewed the memorandum per written agenda material. He added that the PVPLC had conducted a salary survey and determined that a pay rate increase should be considered for the Naturalist and Assistant Naturalist. The Conservancy is requesting an increase to \$3,000 per month or \$36,000 per year.

CITY COUNCIL has previously indicated interest in providing services at the George F Canyon Nature Center at a level that matches the available funding from the LA County Regional Park and Open Space District's Maintenance and Servicing funds which end FY 2019. If the City continues to pay \$24,000 per year (currently), that the City will have a negative cash balance beginning in 2016. In order to not have a negative cash balance up through FY 2019, the City would need to reduce payments to the PVPLC to \$23,000 per year.

Several alternatives were discussed, including decreasing the hours of operation and/or the hours worked by the Naturalists; decrease the number of Naturalists; seek another agency which can provide contract Naturalist services at a lower cost.

Discussion ensued regarding the previous 5-year agreement (in 2004) whereby the City agreed to enter into an Agreement at a cost of \$24,000 per year, *with a pledge from the PVPLC to raise funds of \$10,000 by 2006 to bring the City's annual costs back to \$14,000 to match the available County reimbursement funding.* This did not occur.

The Director of Educational Programs for the PVPLC addressed the COMMISSION and showed slides of the Nature Center's programs for small children up to college age. Approximately 3,600 visitors were recorded as having visited the Nature Center. She added that service credit is available to high school individuals to earn.

It was suggested that perhaps a pedestal with a sign in sheet be provided to track how many people are visiting the Nature Center.

After some discussion, the COMMISSION suggested this item be continued to the July 7 meeting.

## **COMMUNITY CENTER VISITATION**

It was noted that the thermostat was broken and the dead bolt latch was broken.

## **GEORGE F CANYON NATURE CENTER**

The following recommendations were made:

1. Replace the entire carpeting. It was suggested that a large remnant could possibly be purchased. If funds do not permit replacement of the entire carpet, install carpeting on the "step" near the tree trunk and outline the edges of the step with a material to prevent fraying. It was also suggested that some type of outline material be installed around the tree trunk where it meets the carpet.
2. Repaint the blue handicap marking in the parking lot.
3. Improve the plantings at the corner of the intersection.

## **DAPPLEGRAY PARK**

The rings and fencing are currently being renovated.

**ADJOURNMENT**

COMMISSIONER PAGLIANO moved, seconded by COMMISSIONER BOYD

THAT THE MEETING BE ADJOURNED, THE TIME BEING 7:30 P.M.

THERE BEING NO OBJECTION, CHAIRWOMAN DAVIS SO ORDERED.

Respectfully submitted,

Approved,

Ellen Shinkai  
Human Resources Analyst

Douglas R. Prichard  
City Clerk