

**MINUTES  
PARK AND ACTIVITIES COMMISSION  
MAY 5, 2009**

A regular meeting of the Park and Activities Commission of the City of Rolling Hills Estates was called to order at 7:34 p.m., in the City Hall Council Chambers, 4045 Palos Verdes Drive North, by CHAIRWOMAN DAVIS.

COMMISSIONERS PRESENT: Allen, Boyd, Clewis, Davis, Persichina, Schmitz

COMMISSIONERS ABSENT: Pagliano

STAFF PRESENT: Andy Clark, Community Services Director

**PARK AND ACTIVITIES COMMISSION MINUTES, APRIL 21, 2009**

CHAIRWOMAN DAVIS amended the minutes as follows:

1. Page 1, first paragraph, to read "A regular meeting of.....by CHAIRWOMAN DAVIS." She also amended the minutes, Page 1, under Park and Activities Commission Minutes, February 3, 2009, to read "~~CHAIRMAN~~ COMMISSIONER PAGLIANO moved....THERE BEING NO OBJECTION, CHAIRWOMAN DAVIS SO ORDERED."
2. Wherever the minutes read CHAIRMAN DAVIS, change to read CHAIRWOMAN DAVIS.
3. Page 2, under Peter Weber Equestrian Center Renovation Project Update, last sentence, to read "CHAIRWOMAN DAVIS and COMMISSIONER ALLEN requested that the Commission review the bid packets, AND QUESTIONED WHY THE PARK AND ACTIVITIES COMMISSION DOESN'T OVERSEE THE ONGOING OPERATIONS, INCLUDING MATTERS CONCERNING THE BUDGET OF THIS ENTITY, AS THEY DO WITH THE TENNIS CENTER."

COMMISSIONER SCHMITZ amended the minutes, Page 2, under COMMISSION ITEMS, under Mayor's Breakfast Ride, to read "...COMMISSIONERS CLEWIS, BOYD, and ~~SCHMIDT~~ SCHMITZ.

There being no further amendments, COMMISSIONER CLEWIS moved, seconded by COMMISSIONER BOYD

TO APPROVE THE PARK AND ACTIVITIES COMMISSION MINUTES OF APRIL 21, 2009, AS AMENDED.

THERE BEING NO OBJECTION, CHAIRWOMAN DAVIS SO ORDERED.

**AUDIENCE ITEMS NOT ON THE AGENDA**

Melody Colbert addressed the COMMISSION regarding the February 2 Joint Planning Commission/Equestrian Committee meeting of the public hearing regarding the operation of horseback riding businesses in the City. She stated three individuals mentioned that it was difficult to rent a stall at the Equestrian Center and that it was well-known that you cannot get in unless you are "in" with the trainers. She added that she personally has not been able to rent a stall for 10 years.

She stated that the minutes of the meeting of February 2 were not fine tuned and she wrote a letter to the Planning Commission to reflect that there are improprieties of boarding. She added that PLANNING COMMISSIONER REIN stated he did not receive her letter (both Ms. Colbert and Commissioner Rein are members of the Equestrian Committee). Ms. Colbert stated she found the minutes on the website with no mention of her letter or her suggestions.

CHAIRWOMAN DAVIS reiterated her concern that the PARK AND ACTIVITIES COMMISSION should be involved with the operations of the stables, and questioned why Ms. Colbert's letter was not forwarded to the PLANNING COMMISSION. Staff noted that standard procedures would have ensured that Ms. Colbert's letter was forwarded to the Planning Commission. The Community Services Director will investigate and report back to the COMMISSION; however, he reiterated that the PARK AND ACTIVITIES COMMISSION has no involvement with Ms. Colbert's complaint with regard to the Planning Commission/Equestrian Committee minutes.

### **VACANT COMMERCIAL PROPERTY FENCING AND LANDSCAPING PLAN**

The Community Services Director reviewed the staff report per written agenda material. In answer to an inquiry from COMMISSIONER CLEWIS, Mr. Rick Edler, the developer of the Silverdes Medical Building, stated ground could be broken as soon as July, but he is awaiting finalizing the note from the bank. He added that drawings are ready, and permits have been approved.

COMMISSIONER PERSICHINA inquired whether solar irrigation that is proposed while the property is fenced would be replaced. Mr. Edler stated a drip irrigation system is proposed along with three fountains for the site.

COMMISSIONER PERSICHINA moved, seconded by COMMISSIONER BOYD

TO APPROVE THE PLAN INCLUDED WITH THE STAFF REPORT TO FENCE AND LANDSCAPE THE VACANT COMMERCIAL PROPERTY LOCATED AT 828 SILVER SPUR ROAD.

THERE BEING NO OBJECTION, CHAIRWOMAN DAVIS SO ORDERED.

### **PETER WEBER EQUESTRIAN CENTER RENOVATION PROJECT 90% PLAN REVIEW**

CHAIRWOMAN DAVIS and COMMISSIONER ALLEN questioned the Community Services Director as to why the PARK AND ACTIVITIES COMMISSION does not oversee the operations of the Equestrian Center since the Equestrian Center is part of the recreation section of the City. COMMISSIONER SCHMITZ also asked why wouldn't the COMMISSION does not oversee the equestrian operations or have any input on managing and budget matters, as the COMMISSION could be an additional advisory body to the COUNCIL.

The Community Services Director suggested that if the COMMISSION felt strongly regarding being involved in the operations, budget and management of the Equestrian Center that a motion be made to reflect that concern.

COMMISSIONER CLEWIS asked why the COMMISSION is looking at these plans tonight. The Community Services Director stated that CHAIRWOMAN DAVIS had requested he bring this item to the COMMISSION.

COMMISSIONER PERSICHINA inquired as to what, specifically, CHAIRWOMAN DAVIS is concerned about. CHAIRWOMAN DAVIS stated she is concerned that the Equestrian Center should also produce revenue, and there seems to be no explanation as to why the Equestrian Center continues to lose money. She added that perhaps the COMMISSION could review and give input to help manage the facility.

COMMISSIONER BOYD inquired what issues should come to PARK AND ACTIVITIES COMMISSION and whether future agenda items from the Equestrian Committee should be brought to this COMMISSION.

CHAIRWOMAN DAVIS stated PARK AND ACTIVITIES COMMISSION should review the Equestrian Center's budget and be more involved.

It was suggested that the Equestrian Committee's representative (Dale Allen) report back to the COMMISSION the meeting after he attends the Equestrian Committee meeting. It was also suggested that the draft Equestrian Committee minutes be included with the PARK AND ACTIVITIES COMMISSION packet.

There were several questions regarding the plan:

1. Why is the stable office proposed so large (28' x 24')? It was noted that the current office is normally locked and no one is usually in the office.
2. What is the office used for to validate the large square footage?
3. The office should be downsized, and storage units should be provided (units that could be rented out and provide revenue).
4. Restrooms should be provided in the vicinity of the office.
5. There should be a line item breakdown.

The Community Services Director will bring these concerns to the attention of MIG for answers.

### **TENNIS FUND FEES REVIEW**

The Community Services Director reviewed the staff report per written agenda material. He added that the Tennis Club has a cash balance of approximately \$150,000, and that one year from now, the cash balance should be \$28,000 less.

COMMISSIONER ALLEN stated something needed to be done now and not wait to try to recover some of these losses. These losses should be minimized whenever possible.

In answer to an inquiry, the Community Services Director stated the difference in the FY 08-09 Tennis Club Balance to a negative was due to the fact that total costs were not previously included in the budget (staff time, benefit costs, etc).

COMMISSIONER SCHMITZ inquired as to why the Office Supplies line item is proposed to go higher. She asked the Community Services Director to monitor the supplies provided and the overtime hours at the Tennis Club.

Discussion ensued regarding the letter from Dorothy Laird, Marine League Coordinator, requesting a decrease in the daily fee. It was noted that Tennis Club fees have not been raised for 5 years.

After some discussion, it was the consensus of the COMMISSION to raise the Tennis fund fees. COMMISSIONER ALLEN moved, seconded by COMMISSIONER BOYD

TO INCREASE THE TENNIS FUND FEES AS FOLLOWS: 1) \$5 INCREASE IN MEMBERSHIP FEES; 2) \$1 PER HOUR INCREASE FOR COURT RATES; 3) \$5 INCREASE IN MARINE LEAGUE FLAT DAILY FEE FROM \$63 TO \$68; AND 4) ASSESS THE TRACY AUSTIN TENNIS TOURNAMENT 25% OF ANY PROFIT TO BE USED TO OFFSET THE TENNIS FUND BUDGET.

AYES: ALLEN, BOYD, CLEWIS, DAVIS, SCHMITZ  
NOES: PERSICHINA  
ABSENT: PAGLIANO

## **COMMISSION ITEMS**

MAYOR'S BREAKFAST RIDE – MAY 9, 2009 – COMMISSION ALLEN stated Jim Moore can provide horses for the upcoming Mayor's Breakfast Ride, and to call Mr. Moore if there is a need to rent a horse.

COMMISSIONER ALLEN stated the Stable Budget shows \$102,000 deficit. He stated he sat in on a Stable Budget Committee meeting earlier tonight. Information is being collected from Equestrian Committee members, as well as boarders at the Stables to gather information and suggestions regarding the Equestrian Stables management and budget concerns. He added that information is being collected from other stables throughout the State. Some suggestions brought out at the meeting were to raise the stall fees, have a surcharge for those boarders who live outside the City; charge for services such as blanketing; provide a "walking" fee to walk horses when the owner is out of town; charge for storage rentals; and increasing the trailer parking fee.

The Community Services Director stated that hay fees are now quite high which has added to the deficit.

## **ADOPT-A-PARK REPORTS**

COMMISSIONER ALLEN stated Dapplegray Park looks good.

COMMISSIONER PERSHICHINA stated Ernie Howlett Park is fine.

COMMISSIONER SCHMITZ stated that she visited the Stables and found trailers parked with flat tires. She added that there was a lot of debris left around the trailer parking area which made the area look like a dump. It was noted that perhaps a penalty charge for unkempt trailer areas should be assessed when the new Equestrian Center is built. The jumping ring has a sign that needs to be replaced.

## **DIRECTOR'S ITEMS**

DTSC 5-YEAR REVIEW OF PALOS VERDES LANDFILL UPDATE – The Community Services Director updated the COMMISSION on the meeting he attended regarding this issue.

STREET FAIR BOOTH – JUNE 6-7, 2009 – The Community Services Director asked the COMMISSION to sign up, if they could, to man the Pepper Tree Foundation booth at the Street Fair.

TRACY AUSTIN DOUBLES TENNIS TOURNAMENT – JULY 10-12, 2009 – The Community Services Director stated sponsor letters have gone out. To date, the City does not have a key sponsor, or any commitments. He stated that the kitchen sign up sheet will be forthcoming.

THE HILLS ARE ALIVE RACE SUBCOMMITTEE MEETING – The Community Services Director stated Mr. Hogue could not make the May 19 proposed date. COMMISSIONERS CLEWIS, PAGLIANO and SCHMITZ serve on this subcommittee. The new meeting date would be May 12 at 6:30 p.m.

The Community Services Director stated the City Manager recommended the Equestrian Committee and the PARK AND ACTIVITIES COMMISSION should plan a joint meeting regarding the trail riding business issue. This joint meeting is tentatively set for May 19.

The Community Services Director stated the City Manager suggested that the Equestrian Committee and the Design Committee have a joint meeting regarding finalizing the Equestrian Center renovation project plans, tentatively set for May 18.

**CITY COUNCIL ACTIONS OF APRIL 28, 2009**

THERE BEING NO OBJECTION, CHAIRWOMAN DAVIS ORDERED

THE CITY COUNCIL ACTIONS OF APRIL 28, 2009, BE RECEIVED AND FILED.

**PLANNING COMMISSION MINUTES, APRIL 20, 2009**

THERE BEING NO OBJECTION, CHAIRWOMAN DAVIS ORDERED

THE PLANNING COMMISSION MINUTES, MEETING OF APRIL 20, 2009, BE RECEIVED AND FILED.

**FUTURE AGENDA ITEMS**

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

**ADJOURNMENT**

COMMISSIONER PERSICHINA moved, seconded by COMMISSIONER ALLEN

THAT THE MEETING BE ADJOURNED, THE TIME BEING 9:32 P.M.

THERE BEING NO OBJECTION, CHAIRWOMAN DAVIS SO ORDERED.

Respectfully submitted,

Approved,

Ellen Shinkai  
Human Resources Analyst

Douglas R. Prichard  
City Clerk