

**MINUTES
PARK AND ACTIVITIES COMMISSION
FEBRUARY 3, 2009**

A regular meeting of the Park and Activities Commission of the City of Rolling Hills Estates was called to order at 7:30 p.m., at the Rolling Hills Estates City Council Chambers, 4045 Palos Verdes Drive North, Rolling Hills Estates, by CHAIRMAN ALLEN.

FLAG SALUTE

CHAIRMAN ALLEN led the COMMISSION and audience members in the salute to the flag.

ROLL CALL

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

STAFF PRESENT: Andy Clark, Community Services Director

PARK AND ACTIVITIES COMMISSION MINUTES, JANUARY 20, 2009

THERE BEING NO OBJECTION, CHAIRMAN ALLEN ORDERED

THE PARK AND ACTIVITIES COMMISSION MINUTES OF JANUARY 20, 2009,
APPROVED AS PRESENTED.

REORGANIZATION OF PARK AND ACTIVITIES COMMISSION

The Community Services Director stated COUNCIL has appointed COMMISSIONER DAVIS as Chair of the COMMISSION and COMMISSIONER CLEWIS as Vice Chair. CHAIRMAN ALLEN thanked the COMMISSION for their assistance during his term as Chairman, adding that it was a pleasure serving as such this past year.

Newly appointed CHAIRWOMAN DAVIS thanked outgoing CHAIRMAN ALLEN for his service, and presented him with a tile plaque commemorating his term as Chair of the PARK AND ACTIVITIES COMMISSION.

AUDIENCE ITEMS NOT ON AGENDA

None.

NEW RECREATION PROGRAM PROPOSALS

The Community Services Director reviewed the staff report per written agenda material. He stated that the new recreation program proposals will focus on programs between the ages of 7-13 years old so as not to duplicate programs already in place for younger children (Pint-Sized Sports). These proposed programs would range anywhere from one week to eight weeks in length.

In answer to an inquiry, Coach Derek stated none of his coaches are teenagers. The coaches are well screened and have coaching experience, athletic knowledge and have a rapport with children. He added that he carries the required insurance coverage and all employees are certified in CPR and First Aid.

Coach Derek added that he is committed to offering quality programs. In answer to an inquiry, Coach Derek stated he has found that a ratio of 10 students to one coach works well. He added that he requires each child have either a parent or guardian present at all times.

The Community Services Director stated Highridge Park would be the likely location for these new recreation programs, and hopefully, the programs could be offered in the spring. He added that the financial breakdown would be 80/20 and that the City would require all instructors and helpers to go through the process of Livescan.

There being no further discussion, COMMISSIONER PERSICHINA moved, seconded by COMMISSIONER BOYD

TO APPROVE THE ADDITION OF COACH DEREK, INC.'S SPORTS INSTRUCTION PROGRAMS FOR YOUTH AGES 7-13 TO THE CITY'S RECREATION PROGRAM OFFERINGS; THAT ALL PERSONNEL INVOLVED WITH THESE PROGRAMS BE LIVESCANNED.

AYES: Allen, Boyd, Clewis, Davis, Pagliano, Persichina, Schmitz

HAWTHORNE BOULEVARD MEDIANS DRAFT PROJECT PLANS

The Community Services Director reviewed the staff report per written agenda material. He added that COUNCIL will discuss any funding for this project at the upcoming Policy Development Session in March. He stated COUNCIL may decide to fund this and other projects in phases.

Mr. Jeff Feldman, representing Blue Door Gardens, addressed the COMMISSION and reviewed the median landscape plans. He stated the COMMISSION'S suggestions were incorporated into this revised median landscape plan and that at the last meeting, only Median 4 was shown, and this plan is essentially the same except it includes additional plants so that the entire strip of Hawthorne Boulevard will have more of a variety.

The Community Services Director stated that due to the economy, many bids for various projects are coming in below last year's prices. In answer to an inquiry, Mr. Feldman stated that they will be competitive, but mentioned that the PVC pipe costs have risen. Mr. Feldman stated they recommend "spray" irrigation with the "state-of-the-art" computerized monitoring system to prevent overspray, and added that Bluedoor Gardens has Median 6 as the highest priority, followed by Medians 3 and 2.

There being no further discussion, COMMISSIONER SCHMITZ moved, seconded by COMMISSIONER CLEWIS

TO ACCEPT THE DRAFT HAWTHORNE BOULEVARD MEDIANS PROJECT PLANS AND SPECIFICATIONS WITH THE SUGGESTED PLANT PALLETTE, AND RECOMMEND CITY COUNCIL AUTHORIZE CAPITAL IMPROVEMENT PROJECT FUNDING FOR THE HAWTHORNE BOULEVARD MEDIANS IMPROVEMENT PROJECT.

AYES: Allen, Boyd, Clewis, Davis, Pagliano, Persichina, Schmitz

TEMPORARY FENCING AND LANDSCAPING REQUIREMENTS FOR VACANT COMMERCIAL PROPERTIES

The Community Services Director reviewed the staff report from Principal Planner Cutler which explained that newly adopted Ordinance No. 649 would require fencing and temporary landscaping and irrigation be provided to any vacant site within 30 days of those sites becoming vacant.

It was noted that it is expected the landscape and irrigation plans would be presented to the PARK AND ACTIVITIES COMMISSION for review.

There being no further discussion, CHAIRWOMAN DAVIS received and filed this report.

COMMITTEE/SUBCOMMITTEE ASSIGNMENTS

After discussion and review, CHAIRWOMAN DAVIS ordered the Committee/Subcommittee assignment list approved as presented, with the deletion of the Holiday Party Subcommittee.

COMMISSION ITEMS

ADOPT-A-PARK REPORTS – There were no complaints or notations of any park report.

DIRECTOR'S ITEMS

PETER WEBER EQUESTRIAN CENTER PROJECT UPDATE – The Community Services director updated the COMMISSION on the Peter Weber Equestrian Center Project. He stated the City received an appraisal report for the small rectangle land parcel where the Stable Caretaker unit will be located.

The Community Services Director stated the City is looking into systems that could change the manure into compost.

HOWLETT EQUESTRIAN CENTER PROJECTS UPDATE – The Community Services Director stated the grant money (\$29,000) previously earmarked for the Community Center restroom modification (estimated to cost in excess of \$50,000) now be proposed for the renovation of the Howlett Park Barn (painted, improve electrical and lighting, and wiring to the announcer's booth). The proposal to change earmarking of funds from the Community Center restroom modification to Howlett Park barn and announcer's booth refurbishment, will be reviewed by COUNCIL at the February 10, 2009 meeting.

The Community Services Director stated Joan Davidson presented the City with 9 Coastal Live Oak seedlings. These seedlings will be nurtured by the Maintenance Department, and when larger, will be planted at various locations within the City.

The Community Services Director stated that Ascension Lutheran Church has invited the COMMISSION to attend their 50th Anniversary picnic at Howlett Park on September 20, 2009, and to enjoy a hamburger lunch with them.

The Community Services Director stated there are several Eagle Scout projects that involve new signs on the City's trails.

The Community Services Director informed the COMMISSION of dumped debris found on the George F Canyon trail. The Sheriff's Department notified the City that the debris left behind contained several items with the name of the owner of the debris and that they will be following up and charges will be filed.

CITY COUNCIL ACTIONS OF JANUARY 27, 2009

THERE BEING NO OBJECTION, CHAIRWOMAN DAVIS ORDERED

THE CITY COUNCIL ACTIONS, MEETING OF JANUARY 27, 2009, RECEIVED AND FILED.

PLANNING COMMISSION MINUTES, JANUARY 20, 2009

THERE BEING NO OBJECTION, CHAIRWOMAN DAVIS ORDERED

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

FUTURE AGENDA ITEMS

Memorial Plaque Request (Ken Mitchell)
Tree Memorial Request (Grimes)
Rules/Policy for Memorial Plaques

ADJOURNMENT

COMMISSIONER PERSICHINA moved, seconded by COMMISSIONER SCHMITZ

TO ADJOURN THE MEETING, THE TIME BEING 8:28 P.M.

THERE BEING NO OBJECTION, CHAIRWOMAN DAVIS SO ORDERED.

Respectfully submitted

Approved

Ellen Shinkai, Minutes Secretary

Douglas R. Prichard, City Clerk