

**MINUTES  
PARK AND ACTIVITIES COMMISSION  
DECEMBER 2, 2008**

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.

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

COMMISSIONER ABSENT: Davis

STAFF PRESENT: Andy Clark, Community Services Director

**PARK AND ACTIVITIES COMMISSION MINUTES, OCTOBER 7, 2008**

THERE BEING NO OBJECTION, CHAIRMAN ALLEN ORDERED

THE PARK AND ACTIVITIES COMMISSION MINUTES OF OCTOBER 7,  
2008, APPROVED AS PRESENTED.

**ADJOURNED CITY COUNCIL/REGULAR PARK AND ACTIVITIES COMMISSION  
MINUTES, NOVEMBER 4, 2008**

THERE BEING NO OBJECTION, CHAIRMAN ALLEN ORDERED

THE ADJOURNED CITY COUNCIL/REGULAR PARK AND ACTIVITIES  
COMMISSION MINUTES OF NOVEMBER 4, 2008, APPROVED AS  
PRESENTED.

**AUDIENCE ITEMS NOT ON AGENDA**

None.

**TEMPORARY RIGHT-OF-WAY BANNER LOGOS**

The Community Services Director reviewed the staff report per written agenda material. He stated COUNCILMAN ZUCKERMAN inquired whether the COMMISSION should review whether there should be a limit to the size and color of a logo on the right-of-way banners. In answer to an inquiry, the Community Services Director stated there have not been any complaints regarding logo size or color. It was the consensus of the COMMISSION that this item did not need review or revision.

The Community Services Director, in answer to an inquiry, stated CHAIRMAN ALLEN relayed a complaint regarding the banners promoting equestrian training and the fact that they are allowed to stay at the same locations month after month. Linda Fitton, Equestrian Services Supervisor, addressed the COMMISSION. She informed the COMMISSION that there are five Pony Camp banners located in the City's rights-of-way, from March to August every year, that promote the City's Summer Pony Camp. Three of the Pony Camp banners are hung permanently from March to August within the seven locations allowed for "temporary signs in the rights-of-way" in the City. Of the two remaining Pony Camp banners, one is hung at the entrance to Howlett Park and the other is located on the 3-rail fence at the Levitt property. After some discussion, it was suggested that the three banners hung within the City's seven rights-of-way locations (between March and August every year) be rotated every month within the seven locations to prevent the sign from being seen as "irrelevant" to drivers who pass those locations on a daily basis.

The Equestrian Services Supervisor noted that there are also three equestrian training banners that are hung permanently from September to February every year in the City's rights-of-way. She added that there is also an equestrian training banner hung at the entrance to Howlett Park from September to February.

The COMMISSION suggested the three equestrian training banners be rotated among the seven rights-of-way locations, similar to what will be done with the Summer Pony Camp banners. It was noted that these two signs are not hung at the same time. Equestrian training banners are hung from September to February, and Summer Pony Camp banners are hung from March to August every year.

The COMMISSION did not feel three banners at any one time was excessive as long as they are rotated among the seven locations.

\*\*\*\*\*THE FOLLOWING ITEM WAS TAKEN OUT OF ORDER\*\*\*\*\*

### **COMMERCIAL BOARDING CONCERNS**

After reviewing the letter from Ms. Barbara Epstein and Family, discussion ensued regarding the complaint. Ms. Fitton stated that Mr. Murnane (who is referred to in the letter) has been very cooperative any time he was informed of a complaint. There being no further discussion regarding this matter, this letter was received and filed.

### **PROPOSED AMENDMENT TO STREET TREE ORDINANCE**

The Community Services Director reviewed the staff report per written agenda material. He stated the concern raised by the COMMISSION regarding the Municipal Code section "Removal at the property owner's request" was whether tree removals should have a public review, which would give neighbors, neighborhoods and/or HOAs an opportunity to support or oppose the removal and/or replacement of City street trees for the convenience of and at the cost of residents. Staff proposed drafting an application form which could include items such as the reason(s) for requesting the street tree removal(s), signatures of approval from neighbors/HOA President, and requested replacement tree species. These applications would then be reviewed by the COMMISSION with the addition of notifying neighbors within a 500' radius.

It was the consensus of the COMMISSION to request the Community Services Director research the policies from other cities regarding street tree ordinances and replacing of trees in the City's rights-of-way (i.e., Palos Verdes Estates). The Community Services Director will bring back a draft application and potential guidelines/policies including parameters of notice mailing (i.e., send notices to residents within a 500' radius).

### **COMMISSION ITEMS**

Holiday Parade – December 6, 2008 – The pre-parade reception will be at Marmalade Café at 4:30 p.m.

Adopt-A-Park Reports – CHAIRMAN ALLEN stated he received a request from a resident to condition (drag) the rings before a rain. He added that he also received a complaint that the rings have not been dragged for two weeks.

COMMISSIONER SCHMITZ inspected the Stables along with CHAIRMAN ALLEN.

### **DIRECTOR'S ITEMS**

The Community Services Director stated that the December 16, 2008 COMMISSION meeting will be cancelled unless an urgent item needs to be heard.

Entryway Beautification Program Update – The Community Services Director stated that due to economic constraints, COUNCIL has decided not add extra funding to this program, and therefore, the Rolling Meadows HOA entryway beautification application cannot be funded.

**CITY COUNCIL ACTIONS OF OCTOBER 14 AND 28, 2008**

THERE BEING NO OBJECTION, CHAIRMAN ALLEN ORDERED

THE CITY COUNCIL ACTIONS, MEETINGS OF OCTOBER 14 AND OCTOBER 28, 2008, RECEIVED AND FILED.

*COMMISSIONER PAGLIANO reiterated his dismay that the CITY COUNCIL (October 14, page 2) disregarded the Subcommittee's decision regarding the median project priorities, and the disappointment felt by both he and CHAIRMAN ALLEN that they were not notified of this decision at that time.*

**PLANNING COMMISSION MINUTES, OCTOBER 20, 2008**

THERE BEING NO OBJECTION, CHAIRMAN ALLEN ORDERED

THE PLANNING COMMISSION MINUTES OF OCTOBER 20, 2008, RECEIVED AND FILED.

**PLANNING COMMISSION MINUTES, NOVEMBER 3 AND 17, 2008**

THERE BEING NO OBJECTION, CHAIRMAN ALLEN ORDERED

THE PLANNING COMMISSION MINUTES OF NOVEMBER 3 AND NOVEMBER 17, 2008, RECEIVED AND FILED.

**QUARTERLY CODE ENFORCEMENT REPORT**

THERE BEING NO OBJECTION, CHAIRMAN ALLEN ORDERED

THE QUARTERLY CODE ENFORCEMENT REPORT RECEIVED AND FILED.

**FUTURE AGENDA ITEMS**

None.

**ADJOURNMENT**

COMMISSIONER PERSICHINA moved, seconded by COMMISSIONER CLEWIS

TO ADJOURN THE MEETING, THE TIME BEING 8:23 P.M.

THERE BEING NO OBJECTION, CHAIRMAN ALLEN SO ORDERED.

Respectfully submitted

Approved

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Ellen Shinkai, Minutes Secretary

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Douglas R. Prichard, City Clerk