

**MINUTES**  
**PARK AND ACTIVITIES COMMISSION**  
**JULY 1, 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., in the City Hall Council Chambers, 4045 Palos Verdes Drive North, Rolling Hills Estates, by CHAIRMAN ALLEN.

COMMISSIONERS PRESENT: Allen, Clewis, Pagliano, Pierson

COMMISSIONERS ABSENT: Davis, Persichina

STAFF PRESENT: Andy Clark, Community Services Director  
Niki Cutler, Principal Planner

**PARK AND ACTIVITIES COMMISSION MINUTES, MAY 20, 2008**

COMMISSIONER CLEWIS stated the minutes were not complete. The Community Services Director stated a new complete set will be scheduled for the next agenda and explained that the draft set of minutes were included rather than the final copy.

**AUDIENCE ITEMS NOT ON AGENDA**

Ms. Irashel Fitzgerald, a Conestoga Drive resident, thanked the City for the Community Room that Delta Signa Theta (Palos Verdes/Rolling Hills Society) uses, and thanked Ellen Shinkai for her help in scheduling the room for their use.

Ms. Fitzgerald then explained that she has watched the tree in front of her house grow for 32 years. She feels the tree is infected and added that she wrote a letter to the Community Services Director regarding her opinion. She stated that she has not received a written reply to that letter; however, she felt that she was not recognized as a citizen or given the respect of an answer to her inquiry. Ms. Fitzgerald added that the Community Services Director did tell her neighbor about the tree and the decision that the tree was not infected, but she was not told of the City's decision until later.

The Community Services Director stated staff has repeatedly inspected the tree and an arborist has tested the bark and found no insects or beetles, and no sign of disease. He added that he did not recall talking to anyone about this matter.

CHAIRMAN ALLEN asked Ms. Fitzgerald why she feels the tree is infected. Ms. Fitzgerald stated she sent pictures of the tree and documented her reasons in the letter sent to the Community Services Director.

After some discussion, CHAIRMAN ALLEN directed staff to have Bennett Landscaping check the tree in front of 27813 Conestoga Drive, and report back to the COMMISSION. Staff was also requested to include Ms. Fitzgerald's letter to the COMMISSION and to inform Ms. Fitzgerald of the findings of the second opinion from Bennett Landscaping.

**DEEP VALLEY DRIVE STREETScape PLAN**

The Community Services Director briefly reviewed the memorandum per written agenda material. Mr. Brian Hannegan, Project Manager from RRM Design, addressed the COMMISSION and reviewed the entire project concept (proposed right-of-way construction; existing and proposed view of typical street right-of-way pedestrian crossings using pavers, parkway areas suggested to be eliminated thus making a ten-foot width sidewalk, proposed tree locations and tree grate designs). Mr. Hannegan also stated the stone veneer look will be used to tie in with the mall.

CHAIRMAN ALLEN inquired as to how large planted trees will be. Mr. Hannegan stated 36" box trees will be used. He added that the tree grates shown are made out of recycled engine blocks.

COMMISSIONER PIERSON inquired whether the trees proposed are listed on the City's tree list. The Community Services Director stated some of the trees proposed are not on the list, but the COMMISSION can consider adding them to the list.

COMMISSIONER CLEWIS inquired whether the trees listed were deciduous, as she would prefer leaves throughout the year.

It was noted that the COMMISSION will have final review and approval of the detailed Streetscape Plan which will show the locations of benches, planters, trashcans, trees (and show species of trees), and sections where pavers will be used.

Jordan Wheeler, 827 Deep Valley Drive, addressed the COMMISSION and stated he was in favor of trees and asked that the City take a second look at the tree in front of his building (Plum tree) closest to the driveway. He added there may be too many trees proposed and the trees may grow to be too large.

Mr. Ted Wynne, 927 Deep Valley Drive, stated that the canopy and height of the trees proposed may be too large.

Ms. Christina Bothamley, Landscape Designer with Bennett Landscaping (and for Wynne Project), stated some of the trees proposed drop "litter" and are not appropriate for the area. The trees used should be smaller to fit into very tight spaces. She suggested using accent paving that does not require street grates. Size of trees for the Brickwalk is the main concern. There are too many trees proposed and some of the suggested tree species grow to be too large for the area.

Mr. Hannegan stated he understood the concerns raised at tonight's meeting and will incorporate the concerns into a detailed streetscape plan. There being no further discussion or objection, CHAIRMAN ALLEN ordered

THE DEEP VALLEY DRIVE STREETScape PLAN BE RECOMMENDED TO CITY COUNCIL WITH THE UNDERSTANDING THAT A DETAILED, INDEPTH PLAN INCORPORATING THE LOCATIONS AND SPECIES OF TREES (NOT USING "LITTER" TREES OR TREES WHOSE CANOPY AND HEIGHT ARE TOO LARGE FOR THE AREAS PROPOSED) TO BE USED, AND SHOWING THE PLACEMENT OF PLANTERS, BENCHES, ETC., BE BROUGHT BACK TO THE PARK AND ACTIVITIES COMMISSION FOR APPROVAL.

**REVISED FINAL LANDSCAPE PLAN FOR REAR PLANTERS:  
PLANNING APPLICATION NO. PA-15-03 (ROLLING HILLS VILLAS)**

Principal Planner Niki Cutler reviewed the memorandum per written agenda material. Ms. Christina Bothamley, Landscape Designer for Bennett Landscaping, stated the original plan had evergreen shrubs and ground cover and the owner wanted a new plan. COMMISSIONER PIERSON stated a huge effort was made to remove palms in the City and he was not in favor of planting any species of palm trees in the City. Ms. Bothamley stated she would be happy to eliminate the pigmy date palms and use more of the existing suggested plants in this landscape plan.

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

TO APPROVE THE REVISED FINAL LANDSCAPE PLAN FOR THE REAR PLANTERS FOR PA-15-03 (ROLLING HILLS VILLAS), ELIMINATING THE PIGMY DATE PALMS, AND SUBSTITUTING MORE OF THE OTHER VARIETIES OF PLANTS SHOWN ON THE PLAN.

AYES: Allen, Clewis, Pagliano, Pierson

ABSENT: Davis, Persichina

PARK AND ACTIVITIES COMMISSION  
MINUTES, JULY 1, 2008

## **NATURE CENTER DESIGN AND INTERPRETIVE CENTER PROJECT UPDATE**

Jennifer Rigby, The Acorn Group, addressed the COMMISSION and reviewed various options that would show a first-time visitor, a parent bringing a child, or a group of children what they could do and see at the Nature Center. She stated it was determined that the large black oak concealing the AC duct column should be removed. She then reviewed the constraints and opportunities (including live animal displays, retail merchandise, taxidermied specimens, etc.), the target audience, the interpretive goals and themes, as well as the interpretive principles and purpose of the building.

COMMISSIONER CLEWIS stated that she was one of the original subcommittee members of the Nature Center, and felt this report's "tone" was harsh. She inquired whether the black oak could be removed or not, as that was one of the suggestions in the report. Ms. Rigby stated it was not decided whether the AC duct column could be removed, but it would be a recommendation to remove it. She added that if it was found the duct could not be removed entirely and located elsewhere, that she would recommend a smaller cylinder to house the AC duct rather than the large black oak tree.

Discussion ensued regarding whether this was a City property or PVPLC property. COMMISSIONER CLEWIS stated she noticed cross publicizing in the report and stated there are many statements contained in the report that erroneously refer to the Nature Center as Conservancy property. She explained that the PVPLC assists in managing and maintaining the Nature Center and the City helps pay for part of that staff salary. COMMISSIONER CLEWIS stated she understands that over time, things get stale and need updating; however, she was bothered by the tone of the report and the Conservancy issue.

COMMISSIONER PAGLIANO stated the "gateway concept" was great and was in favor of expanding the porch outward.

It was the consensus of the COMMISSION that 1) major word changes need to be made to the Interim Report regarding Conservancy "lands," "property," Land Conservancy and "its efforts," etc., and this document should come back to the COMMISSION with those changes; and 2) that the concept from The Acorn Group is going in the right direction and The Acorn Group should work closely with the City and the PVPLC representatives.

Loretta Rose, Naturalist, addressed the COMMISSION and asked whether there is a definitive answer as to whether or not the oak tree design element can be taken out. She stated this question has not been answered.

THERE BEING NO OBJECTION, CHAIRMAN ALLEN ORDERED

ACCEPTANCE OF THE CONCEPTUAL DESIGN AND TO PROCEED TO THE NEXT PHASE; AND TO REVISE THE REPORT FOR REVIEW BY THE COMMISSION REGARDING THE LAND CONSERVANCY ISSUES.

## **ARTERIAL STREET MEDIANS AND PARKWAY PROJECT UPDATE**

The COMMISSION reviewed the Preliminary Project Cost Analysis and Design Concepts. Jeff Feldman, representing Blue Door Gardens, stated the survey for PVDN medians project has been completed. He stated Bolton finished approximately two weeks ago and the GPS tree information provided had been overlaid on the CAD drawings. He stated he would like to know, after the COMMISSION reviews the drawings, whether he should go ahead with a full-on design with one of the medians. The Community Services Director stated tonight was scheduled as a "cursory" look at this project, not to give approval or recommendations.

After some discussion, it was decided a subcommittee should be appointed to work with Mr. Feldman on this project before bringing this item back to the COMMISSION. COMMISSIONER PAGLIANO and CHAIRMAN ALLEN volunteered to serve on this subcommittee. A subcommittee meeting will be held next Wednesday, July 9, at 1 p.m.

## **PHENOMENEX SPORTSFIELD RENTAL REQUEST**

The Community Services Director reviewed the memorandum per written agenda material. He added that this event will mirror last year's event to hold a soccer match at Highridge Park, on August 14, from 2:00 p.m. to 6:00 p.m.

THERE BEING NO OBJECTION, CHAIRMAN ALLEN ORDERED

APPROVAL OF PHENOMENEX'S SPORTSFIELD PERMIT APPLICATION FOR A SPORTSFIELD APPLICATION FOR A SOCCER MATCH AT HIGHRIDGE PARK ON AUGUST 14, 2008.

## **PROPOSED USED EQUESTRIAN TACK SALE EVENT**

The Community Services Director reviewed the memorandum per written agenda material, noting Staff's concern that approval may set a precedent. Madeline Ryan and Laurie Burpee, representing the Happy Hoofers, stated no horses are scheduled for this event. They added that this used equestrian tack sale event would be worthwhile and provide an opportunity for new riders to purchase much needed equipment at a reasonable price, give seasoned riders an opportunity to sell riding items that are not used by them anymore.

CHAIRMAN ALLEN stated Ernie Howlett is a big park and questioned whether they would draw enough of a crowd to make this even worthwhile. The Community Services Director will verify if there would be a group already permitted to use the requested "bowl area." If the bowl area is scheduled to be used, the sale event would take place in the equestrian area.

It was the consensus of the COMMISSION that this event be approved on a one-time basis, and if the Happy Hoofers wish to hold another similar event next year, the COMMISSION will evaluate any concerns or complaints received, if any, at that time.

THERE BEING NO OBJECTION, CHAIRMAN ALLEN ORDERED

APPROVAL OF THE HAPPY HOOFERS' REQUEST TO HOLD A USED EQUESTRIAN TACK SALE EVENT AT ERNIE HOWLETT PARK ON AUGUST 2, 2008 FROM 9:00 A.M. TO 3:00 P.M. AND THAT THIS APPROVAL IS ON A ONE-TIME BASIS. THE HAPPY HOOFERS GROUP IS TO PROVIDE STAFF WITH THE APPROPRIATE INSURANCE CERTIFICATES.

## **COMMISSION ITEMS**

THE HILLS ARE ALIVE RACE UPDATE – COMMISSIONER CLEWIS updated the COMMISSION on the meeting held earlier this evening. At the meeting, the layout for registration area was discussed and changed accordingly. The Community Services Director stated there is a problem with the banners. The guidelines state green letters with white background and the signs that have been previously used have a section where the letters are white with a rectangular green background. After some discussion, the COMMISSION decided that this sign should conform to the guidelines. There will be another race subcommittee meeting on July 15 at 5:00 p.m. (COMMISSIONERS CLEWIS and PAGLIANO).

ADOPT-A-PARK REPORTS – None.

## **DIRECTOR'S ITEMS**

CCCA CONFERENCE YOUTH CAMP DEBRIEFING – CHAIRMAN ALLEN complimented staff on a well organized youth camp and added that staff did a superb job.

TRACY AUSTIN DOUBLES TENNIS TOURNAMENT KITCHEN SIGNUP – The Community Services Director stated MAYOR ZERUNYAN has secured ample sponsor funding for this event. Tracy Austin is working to have some well-known tennis players participate in this event.

CITY CELEBRATION COMMITTEE – The Community Services Director stated the next meeting will be held on July 16 at 6:00 p.m.

NEXT MEETING – The Community Services Director stated the next meeting (July 15) will include park visitations (Chandler, Pepper Wood, Rockbluff and Silver Spur). The meeting will start at 6:00 p.m.

**CITY COUNCIL ACTIONS, MEETING OF JUNE 24, 2008**

THERE BEING NO OBJECTION, CHAIRMAN ALLEN ORDERED

THE CITY COUNCIL ACTIONS OF JUNE 24, 2008, RECEIVED AND FILED.

**PLANNING COMMISSION MINUTES, MEETING OF JUNE 2, 2008**

THERE BEING NO OBJECTION, CHAIRMAN ALLEN ORDERED

THE PLANNING COMMISSION MINUTES OF JUNE 2, 2008, RECEIVED AND FILED.

**FUTURE AGENDA ITEMS**

HOLIDAY PARTY  
VIEW ORDINANCE  
MEMORIAL PLAQUE REQUEST

**ADJOURNMENT**

COMMISSIONER PAGLIANO moved, seconded by COMMISSIONER PIERSON

TO ADJOURN THE PARK AND ACTIVITIES COMMISSION MEETING, THE TIME BEING 9:32 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