

MINUTES
PARK AND ACTIVITIES COMMISSION
MARCH 18, 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, Davis, Pekich, Persichina, Pierson

COMMISSIONER ABSENT: Clewis, Pagliano

STAFF PRESENT: Andy Clark, Community Services Director

PARK AND ACTIVITIES COMMISSION MINUTES, FEBRUARY 5, 2008

THERE BEING NO OBJECTION, CHAIRMAN ALLEN ORDERED

THE PARK AND ACTIVITIES COMMISSION MINUTES OF FEBRUARY 5, 2008,
APPROVED AS PRESENTED.

AUDIENCE ITEMS NOT ON AGENDA

None.

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

PROPOSED REVISED TEMPORARY RIGHT-OF-WAY SIGN PROCEDURES

Planning Secretary, Hollis Jackson, reviewed the proposed changes to the Temporary Right-of-Way Sign procedures. In answer to an inquiry, the consensus of the COMMISSION was that an organization could not request hanging their sign more than two weeks per request, and that each request be not more than once in any month.

It was reiterated that the COMMISSION felt the signs should follow the guidelines and to try to have an "empty" corner once in a while rather than having a sign at every corner every day. After some discussion, it was noted that the Palos Verdes Library was given special permission from the CITY COUNCIL to have their sign up more than the maximum four times per year. The COMMISSION felt that the Palos Verdes public schools should also be exempt from the maximum four times per year.

The COMMISSION felt that an organization could apply for a temporary sign at least 60 days prior to the requested sign placement date rather than the date of the event.

The following is a recap of the changes proposed:

1. An application can be accepted 60 days prior to the requested sign placement date (in the past, an application could be accepted 60 days prior to the event date).
2. Signs must be mounted on a 3/8" thick piece of plywood (the fences at sign locations will be fitted with a device whereby the signs could be "dropped in" a metal holder rather than nailed or stapled to the fence).
3. All signs must be brought into the City Hall to be reviewed and approved by a City staff member to make sure the signs meet the specific size, color and lettering guidelines.
4. If there is an occasion where the City requires two signs at one location due to City sponsored events, the non-profit organization's sign must be removed.

5. The public Peninsula schools will be exempt from the maximum four times per year requirement, as is the Library.

COMMISSIONER DAVIS moved, seconded by COMMISSIONER PERSICHINA

TO RECOMMEND CITY COUNCIL APPROVE THE CHANGES TO THE PERMIT APPLICATION FOR TEMPORARY SIGNS IN THE PUBLI RIGHTS-OF-WAY.

THERE BEING NO OBJECTION, CHAIRMAN ALLEN SO ORDERED.

GEORGE F CANYON RIPARIAN PROJECT UPDATE

Michael Yadrick, PV Land Conservancy Stewardship Director, distributed before and after photos of the area at George F Canyon restoration project which began in 2005 until today. He added that with the last rains, the area has had numerous flowers blooming. Mr. Yadrick stated the LACC Sealab workers planted over 12,000 native plants in 2006-07 and over 2,000 this year, which included host plants for the Palos Verdes Blue Butterfly. He added that wildflowers are now in bloom and you can view the coastal sage scrubs on the hillside areas.

COMMISSIONER PIERSON inquired whether any Indian Paint Brush was planted. Mr. Yadrick stated there is an abundance of Indian Paint Brush located at the Forrestal site.

Within the next month the landscape architect will submit a design for the demonstration garden which will utilize the last of the existing monies available from the grant. The demonstration garden will be approximately one acre in size and visible from the patio of the Nature Center, will display a good example of native plants. Construction is anticipated for the summer, with plantings in the fall.

PROPOSED ADOPT-A-PARK GUIDELINES

The Community Services Director reviewed the staff report per written agenda material. The COMMISSION felt that staff should model the program after the program guidelines from the city of Grapevine, Texas. After some discussion, it was the consensus of the COMMISSION that staff draft the appropriate guidelines and have the application and guidelines reviewed by the City Attorney, and after said review, be recommended by approval by CITY COUNCIL.

It was noted that any organization could adopt a park for a two-year period.

THERE BEING NO OBJECTION, CHAIRMAN ALLEN ORDERED

THAT STAFF DRAFT THE APPROPRIATE GUIDELINES AND HAVE THE APPLICATION AND GUIDELINES REVIEWED BY THE CITY ATTORNEY, AND RECOMMEND APPROVAL TO THE CITY COUNCIL.

COMMUNITY CENTER LANDSCAPE IMPROVEMENTS

The Community Services Director stated he attended a meeting with the Maintenance Superintendent Dave Negrete, Julie Heinsheimer and Petra from Blue Gardens, Steve Pekich (COMMISSION Member) to create a list of native and Mediterranean plants for this area. He added that 60 new plants will fill out at the corner and surrounding area, and that the existing weeds will eventually be choked out by the native and Mediterranean plants that have been added.

COMMISSION ITEMS

Mayor's Breakfast Ride – CHAIRMAN ALLEN will again lead this year's Mayor's Breakfast Ride on May 10, 2008.

Fundraising Proposal Request – Cathy Gardner addressed the COMMISSION and inquired whether the COMMISSION would be interested in having the Pepper Tree Foundation sponsor a Father/Daughter dance that could be held at Ridgecrest School which could support the equestrian facilities, 4H and the PV Pony Club. CHAIRMAN ALLEN stated this matter was denied at a previous meeting, and the feeling of the COMMISSION was that this fundraising social event perhaps could be better served by being sponsored by the school or another organization. In answer to an inquiry, it was noted that the volunteers who participated in the golf tournament were not members of an auxiliary, but were City COMMISSIONERS, spouses, or staff members. COMMISSIONER DAVIS stated she liked the concept and wished Mrs. Gardner luck with her event and finding a venue for this event.

Nature Center RFQ Results – The Community Services Director stated three firms were interviewed and COUNCIL approved an agreement with The Acorn Group.

Median Landscaping RFQ Recommendation – The Community Services Director stated the successful firm chosen was Blue Door Gardens.

Holiday Party Subcommittee Update – COMMISSIONER DAVIS stated she would like to pursue the entertainment that the subcommittee interviewed. This item will be continued to the next meeting, in order to have the entertainment present and discuss budget priorities at that time. The COMMISSION will then look at last year's budget for the holiday dinner and try to come up with alternative choices (i.e., buffet dinner, as in past years, rather than sit down dinner) in order to accommodate the entertainment/table favor budget.

The Community Services Director inquired whether the COMMISSION would like to consider inviting all members of the City's Equestrian Committee, Traffic and Safety Committee, and the newly formed Environmental Advisory Committee, in addition to the existing list of invitees, as the attendance for the holiday party is approximately 70 and the City pays for a minimum 100. After some discussion, it was the consensus of the COMMISSION not to add the suggested committee and subcommittee members. It was noted that if the attendees exceeded 100, the added expense would take away from the entertainment/table favor budget, and they felt that the room was not large enough to accommodate more than 100. It was noted that, if all invitees and their spouses attended in any given year, the increase in the costs would be high.

Tracy Austin Tennis Tournament Subcommittee Meeting – The Community Services Director stated the meeting is scheduled for March 19 at 10:30 a.m.

Adopt-A-Park Reports – COMMISSIONER DAVIS stated Chandler Park looks good. The doggie-bag dispenser is getting used. She stated the fencing around the rings is in need of washing and some painting.

COMMISSIONER PEKICH stated that at George F Canyon about half way up the trail and across the bridge area, three large Eucalyptus trees were cut down (they fell across the streambed and onto the other side) around 6-8 months ago, and they are still laying there. The Community Services Director stated he will check into this matter. He stated there is a landscape waste container in that area that is scheduled to be emptied and he will talk to the Maintenance Department to see if they can cut the trees and put them in the container before the container emptied.

DIRECTOR'S ITEMS

Reconvene Ad-Hoc Stables Design Subcommittee – The Community Services Director stated this subcommittee will be reinstated. The DTSC report should be ready within 90 days and there was a lot of interest from the Equestrian Committee to move forth with the design. The Subcommittee will review the best use for the \$1,080,000 at this time, and also will review whether the residential development units being constructed in the City could be assessed Quimby fees that could be used toward the stables operations. The only caveat in using Quimby fees would be that there needs to be a public riding ring, which could be constructed outside the present stables area.

CHAIRMAN ALLEN stated he would like to meet again with Supervisor Knabe regarding expanding the boundaries. The Community Services Director stated he did not feel there is an issue if the City requests more land for the stables at this time.

View Ordinance – The Community Services Director stated some residents had come to the Policy Development Session who were interested in a view ordinance. The Community Services Director stated some cities have hired additional staff and very in-depth process to handle the cases regarding view blockages (i.e., Rancho Palos Verdes), and some cities (i.e., Rolling Hills) hire a mediator to help resolve difficult cases. The COUNCIL was in favor of the less involved process (mediator) and asked the Community Services Director to look at the City of Rolling Hills' ordinance and to bring a draft ordinance to the PARK AND ACTIVITIES COMMISSION for review and possible approval, with a recommendation to COUNCIL.

Residential Boarding for Commercial Equestrian Purposes – The Community Services Director stated this issue came up before the COUNCIL at the Policy Development Session. It was noted that the issue of residential boarding of horses for commercial uses may come before the COMMISSION and/or the Equestrian Committee. It was felt that if COUNCIL would like the COMMISSION to review this matter, that it first be presented to the Equestrian Committee.

California Contract Cities Youth Program Tour – The Community Services Director stated some members of the COMMISSION and he should tour the facilities that would be used for the Youth Program in the near future.

CITY COUNCIL ACTIONS, MEETING OF JANUARY 22, 2008

THERE BEING NO OBJECTION, CHAIRMAN ALLEN ORDERED

THE CITY COUNCIL ACTIONS, MEETING OF JANUARY 22, 2008, RECEIVED AND FILED.

CITY COUNCIL ACTIONS, MEETINGS OF FEBRUARY 12 AND 26, 2008

THERE BEING NO OBJECTION, CHAIRMAN ALLEN ORDERED

THE CITY COUNCIL ACTIONS, MEETINGS OF FEBRUARY 12 AND 26, 2008, RECEIVED AND FILED.

PLANNING COMMISSION MINUTES, MEETINGS OF FEBRUARY 4 AND 19, 2008

THERE BEING NO OBJECTION, CHAIRMAN ALLEN ORDERED

THE PLANNING COMMISSION MINUTES, MEETINGS OF FEBRUARY 4 AND 19, 2008, RECEIVED AND FILED.

COMMISSIONER PIERSON stated he was misquoted in the February 4th minutes on page 6, under Item 9A, regarding the Ted Wynne project. Page 6, third paragraph, should read "Dave Pierson (4 Lariat Lane) stated that there is currently a traffic problem, and he can't see how adding more people is going to help. The project will create a ~~compact~~ CONFLICT BETWEEN THE bedroom community AND THE BUSINESS COMMUNITY. HE FELT THAT IF THIS ISSUE WAS PUT TO A VOTE IN ROLLING HILLS ESTATES, WE WOULDN'T EVEN HAVE THIS ISSUE."

PLANNING COMMISSION MINUTES, MEETING OF MARCH 3, 2008

THERE BEING NO OBJECTION, CHAIRMAN ALLEN ORDERED

THE PLANNING COMMISSION MINUTES, MEETING OF MARCH 3, 2008, RECEIVED AND FILED.

HOWLETT PARK QUARTERLY EVENTS CALENDAR

THERE BEING NO OBJECTION, CHAIRMAN ALLEN ORDERED

THE HOWLETT PARK QUARTERLY EVENTS CALENDAR RECEIVED AND FILED.

QUARTERLY CODE ENFORCEMENT REPORT

THERE BEING NO OBJECTION, CHAIRMAN ALLEN ORDERED

THE QUARTERLY CODE ENFORCEMENT REPORT RECEIVED AND FILED.

COMMISSIONER PEKICH inquired as to one of the code enforcement actions regarding an RV in the front yard. He states there are RVs all around the City, especially on Dapplegray, and wondered why only one case is being reviewed for action. He added that there is a person living in their RV on Palos Verdes Drive North near Dapplegray School, and he will give the address to the Community Services Director.

The Community Services Director stated there are several cases, however, these particular cases listed on the memorandum have the City Prosecutor involved.

FUTURE AGENDA ITEMS

City Entryway Equestrian Warning Signs
Tennis Club Fees
Holiday Party
View Ordinance

ADJOURNMENT

THERE BEING NO OBJECTION, CHAIRMAN ALLEN ORDERED

THE PARK AND ACTIVITIES COMMISSION MEETING ADJOURNED, THE TIME BEING 8:45 P.M.

Respectfully submitted,

Approved

Ellen Shinkai, Minutes Secretary

Douglas R. Prichard, City Clerk