

**MINUTES**  
**PARK AND ACTIVITIES COMMISSION**  
**SEPTEMBER 18, 2007**

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 PAGLIANO.

COMMISSIONERS PRESENT: Allen, Clewis, Davis, Pagliano, Pekich, Persichina, Pierson

STAFF PRESENT: Andy Clark, Community Services Director

**PARK AND ACTIVITIES COMMISSION MINUTES, SEPTEMBER 4, 2007**

THERE BEING NO OBJECTION, CHAIRMAN PAGLIANO ORDERED

THE PARK AND ACTIVITIES COMMISSION MINUTES OF SEPTEMBER 4, 2007, APPROVED AS PRESENTED.

**AUDIENCE ITEMS NOT ON AGENDA**

None.

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

**STRAWBERRY LANE HOA STREET ENTRYWAY SIGN CONCERNS**

The Community Services Director reviewed the staff report per written agenda material. He stated that both staff and some members of the COMMISSION have received complaints regarding the entry sign.

Bruce Steckel, HOA President, stated the HOA is not in favor of the City sending out a survey. He mentioned four families that he knew did not approve of the sign. He apologized for not going through the proper channels to have the sign approved before it was installed. He added that he was not aware the process was the same as before when Strawberry Lane HOA started construction of a new entryway landscaping within the City's right-of-way without City approval.

Mr. Steckel stated the residents were surveyed before and after the sign was installed. He stated that only after the COMMISSION noticed and made the sign an issue that he was made aware of families not in favor of the sign.

In answer to an inquiry, Mr. Steckel stated there are 30 homes on Strawberry Lane, and he had received 60% affirmative votes for the sign.

COMMISSIONER DAVIS informed Mr. Steckel that it was not the intention of the PARK AND ACTIVITIES COMMISSION to interfere and that the COMMISSION was "not going after the sign." She added that when she discussed the COMMISSION's concerns regarding the sign design and colors, Ms. Steckel was very cooperative, and the modified sign was well done and she would have approved it at this meeting if it weren't for the fact that the City received negative comments and letters regarding the sign.

She added that this item was being reconsidered *only* because the City had received comments and complaints; that it is the COMMISSION's duty to review and address those comments and complaints; and, she was reluctant to approve the sign until all concerns were heard.

COMMISSIONER ALLEN stated he has received comments that with strawberries on the sign, people think this is a strawberry farm. He felt the picture was dark, and that the word "Lane" needs to be spelled out.

In answer to an inquiry, Mr. Steckel stated he already has a majority of affirmative votes, and reiterated that he did not feel a survey should be sent out.

COMMISSIONER PERSICHINA stated it was the intention of the COMMISSION to make sure everyone has been heard, and added that if the HOA had gone through the proper procedure, this item would not be on the agenda tonight, but instead, the HOA decided not to come to the City for approval again as they did in the past with their entryway landscaping project. He added that he was not in favor of this sign, and still believed the sign should be "equestrian oriented."

Mr. Steckel agreed the HOA did not follow proper procedure and commented that perhaps the sign could be taken down.

COMMISSIONER ALLEN stated it was the intention of the COMMISSION to make sure the residents on Strawberry Lane approve of the sign, not to take the sign down.

COMMISSIONER DAVIS requested Mr. Steckel submit the affirmative votes he states he received. She stated that when this matter was brought to the COMMISSION, only eight (8) affirmative votes were presented, and this did not constitute a majority. She again asked Mr. Steckel if he had any other backup proving a majority of the homeowners were in favor of this sign. Mr. Steckel did not submit any other affirmative votes.

COMMISSIONER DAVIS reiterated that if Mr. Steckel had brought this item before the COMMISSION for approval before installing it, this item would not be on the agenda tonight, and that the COMMISSION was forced to get involved, and reiterated she was not happy with the Strawberry Lane HOA not coming through the proper channels.

Mr. Steckel stated it was hard to get everyone to answer their survey.

COMMISSIONER ALLEN stated he was concerned that this is the second time the Strawberry Lane HOA did not get approval before installing or constructing something in the City's right-of-way, and he was concerned that residents were contacting staff and some COMMISSIONERS regarding this sign. He felt that the COMMISSION owes it to the residents to make sure this is the sign the homeowners on Strawberry Lane want now that complaints have been received.

COMMISSIONER PEKICH stated he, personally, likes the sign; however, he would like to have the homeowners on Strawberry Lane let the COMMISSION know they approved of the sign and this could be accomplished through a survey.

COMMISSIONER PIERSON and COMMISSIONER CLEWIS were in favor of sending out a survey. COMMISSIONER CLEWIS recommended the return date for the survey should be bold and underlined. It was the consensus of the COMMISSION to have two choices on the survey and to change the return date from October 5 to October 9.

COMMISSIONER ALLEN moved, seconded by COMMISSIONER PEKICH

TO SEND THE SURVEY, AS MODIFIED, TO ALL STRAWBERRY LANE RESIDENTS.

AYES: Allen, Clewis, Davis, Pagliano, Pekich, Persichina, Pierson

COMMISSIONER DAVIS excused herself from the meeting.

### **COMMUNITY CENTER NATIVE LANDSCAPING CONCERNS**

The Community Services Director stated Ms. Julie Heinsheimer was present to address any of the COMMISSION'S concerns regarding the landscaping at the Community Center and GFC Nature Center.

COMMISSIONER ALLEN stated he was not so much concerned with having native landscaping as he was with the care and maintenance of the landscaping. Ms. Heinsheimer stated the landscaping did not look good, and contributed some of the dead leaves and slow growth of the plants to not receiving enough water. She added that with the City's budget constraints, the plant material sizes were small and the small native plants need lots of water. She agreed the landscaping looked "shabby" and suggested planting more evergreens throughout.

COMMISSIONER ALLEN inquired whether larger native plants could be planted. Ms. Heinsheimer stated that native plants usually come in smaller sizes, and stated the plants do not propagate.

An audience member, Barbara Dye, addressed the COMMISSION and stated water must be the problem for the plants not growing and the landscaping looking as it does now. She stated more plants need to be installed along with fine tuning the watering. In answer to an inquiry, Ms. Dye stated the native plants are grown by seed, and are grown when they receive an order, thus, the plants are not larger than 5 gallons when planted.

In answer to an inquiry, Ms. Heinsheimer stated after planting a few more plants, and watering them enough through the fall, the landscaping should be very much improved.

COMMISSIONER PEKICH commented that the landscaping needs "dead heading", needs more watering, and asked for additional "color" plants to be installed.

Ms. Heinsheimer stated a certain native poppy was considered, but it is a tall plant. COMMISSIONER ALLEN suggested considering planting this poppy in the location between the Nature Center and the Community Center. Ms. Dye stated the Yarrows looked fabulous and native buckwheat also looks good (for color).

The COMMISSION addressed the concern that the sign from the Nature Center is being left out in the landscaping. COMMISSIONER CLEWIS stated the Nature Center is aware that the sign should be taken in, but continues to leave it out. Ms. Dye stated she is working on having employees bring in the sign.

The Community Services Director stated some Eucalyptus trees are scheduled to be removed in the rear parking lot and informed the COMMISSION that staff in the Nature Center requests they not be removed as they provide shade. The COMMISSION was in favor of leaving the Eucalyptus trees near the back patio area. Staff will work with PVPLC and Ms. Heinsheimer in selecting some replacement plants and bring back the list and costs for COMMISSION consideration.

### **STREET ENTRYWAY BEAUTIFICATION PROGRAM FUNDING REQUESTS**

The Community Services Director reviewed the staff report per written agenda material. He reviewed the two funding requests received, and added that there is a potential third request, but he has not received any information to date regarding this third request. The Community Services Director reported that DLPOA is proposing to install new lighting and to remove and replace the existing brick pilasters/walls, fencing, and landscaping.

Mr. Grant Mogford, representing Dapplegray Property Owners Association, addressed the COMMISSION and reviewed the proposed entryway landscaping project.

COMMISSIONER ALLEN stated his concern that two of the bids were very broad and did not itemize materials to be used, construction plans, what existing pilasters/walls/fencing will be removed and replaced, etc. He requested a thorough description when the bid is approved.

In answer to an inquiry, Mr. Mogford explained that veneer rock will be used to replace two brick pilasters, and the two-rail fence will be replaced with a three-rail fence. He added that the taller pilasters closest to the street will be removed and replaced with shorter ones. He stated Trex materials will be used for the fencing.

COMMISSIONER ALLEN stated there are many types of veneer rock and a big difference in the price, and the rock to be used was not specified.

Mr. Mogford stated he will pursue a more detailed bid from GS Brothers, Inc, and also from Sun West. In answer to an inquiry, Mr. Mogford stated the landscaping will be furnished and installed by landscapers.

The COMMISSION discussed approving the proposal in concept. COMMISSIONER CLEWIS questioned the fact that the budget allows for \$5,000, yet the two proposals will be over \$5,000, if both were approved at one-half the bid price up to \$3,500. The Community Services Director stated that in any event, all of the bids were in excess of \$7,000, and the COMMISSION could approve at least \$2,500 and request the COUNCIL to consider an additional \$1,000 (which would be the maximum amount allowed to any one HOA in the Entryway Beautification Program budget).

The Community Services Director stated COUNCIL'S direction was that if the PARK AND ACTIVITIES COMMISSION deemed more than \$5,000 was necessary, that the COMMISSION bring the item to COUNCIL for more monies to be deposited for this budget item. He added that COUNCIL originally considered allocating up to \$10,000 in this budget and therefore did not feel this was going to be an issue.

After some discussion, COMMISSIONER PIERSON moved, seconded by COMMISSIONER CLEWIS

TO APPROVE THE REQUEST BY DAPPLEGRAY LANES POA FOR FUNDING AS FOLLOWS: DAPPLEGRAY POA TO BE AWARDED \$2,500, AND THAT DPOA SUBMITS A MORE DETAILED BID TO THE COMMISSION FOR REVIEW; AND THAT CITY COUNCIL BE REQUESTED TO ALLOCATE ENOUGH FUNDING TO COVER AN ADDITIONAL \$1,000 FOR THIS PROJECT.

AYES: Clewis, Pagliano, Pekich, Pierson  
ABSTAIN: Allen, Persichina  
ABSENT: Davis

The Community Services Director reviewed the request from the Harbor Sight HOA and stated they are proposing to make improvements to its two (2) brick entryway columns, upgrade the irrigation system, install decorative rock borders around both planters, improve the entryway lighting, and replace the signage and landscaping. Mr. Art Vieweg was present to answer any questions of the COMMISSION. In answer to an inquiry, the Community Services Director stated staff was not in favor of adding the advance monument sign as a street entryway beautification project for funding. He added that the COMMISSION should, however, inform Harbor Sight HOA whether this sign could be approved and installed at HOA expense. The Community Services Director stated that there is no visibility or safety issue with respect to the location of the proposed sign, and added that half of the project's expenses, not including the advance monument sign, would equal \$2,850.

Mr. Vieweg requested the City continue the fencing along PVDE in the area of the proposed modifications. The Community Services Director stated the City has plans to continue the fencing in that area in the future.

COMMISSIONER CLEWIS moved, seconded by COMMISSIONER ALLEN

TO APPROVE THE REQUEST BY HARBOR SIGHT HOA FOR FUNDING AS FOLLOWS: \$2,500 FOR THEIR PROJECT; AND THAT THE CITY COUNCIL BE REQUESTED TO ALLOCATE ENOUGH FUNDING TO COVER AN ADDITIONAL \$349.07 FOR THIS PROJECT.

AYES: Allen, Clewis, Pagliano, Pekich, Persichina, Pierson  
ABSENT: Davis

Discussion ensued regarding the advanced sign request from Harbor Sight HOA. It was noted that this sign will be identical in size, style and color as all the other advance street signs in the City.

COMMISSIONER ALLEN moved, seconded by COMMISSIONER PEKICH

TO APPROVE THE ADVANCED SIGN REQUEST FOR HARBOR SIGHT HOA, AT THE HARBOR SIGHT HOA'S EXPENSE.

AYES: Allen, Clewis, Pagliano, Pekich, Persichina, Pierson  
ABSENT: Davis

### **PENINSULA HOLIDAY PARADE AGREEMENT**

The Community Services Director reviewed the staff report per written agenda material. He stated that the only difference in this agreement is the new date, and the cost is up \$100.

COMMISSIONER PIERSON stated that in the past, Pageantry Productions provided for parade announcers. The Community Services Director stated that in the Agreement, the City would prefer to supply announcers for this parade.

COMMISSIONER PERSICHINA moved, seconded by COMMISSIONER PEKICH

TO RECOMMEND CITY COUNCIL ENTER INTO THE ATTACHED AGREEMENT WITH PAGEANTRY PRODUCTIONS TO PROVIDE PARADE MANAGEMENT SERVICES FOR THE PENINSULA HOLIDAY PARADE ON DECEMBER 1, 2007.

AYES: Allen, Clewis, Pagliano, Pekich, Persichina, Pierson  
ABSENT: Davis

### **PROPOSED PVDN AND HAWTHORNE BOULEVARD MEDIAN LANDSCAPING**

The Community Services Director reviewed the staff report per written agenda material. He stated that there is no budget at this time, and that he would like direction from the COMMISSION regarding the scope of the project, determine the method to select a landscape consultant, and make a recommendation to COUNCIL.

Barbara Dye addressed the COMMISSION and stated the grass currently growing in the median on PVDN is evasive and she would be in favor of removing the grass.

After a lengthy discussion, COMMISSIONER PIERSON moved, seconded by COMMISSIONER PERSICHINA

TO RECOMMEND TO CITY COUNCIL: 1) THE SCOPE OF THE PROJECT SHALL INCLUDE ALL THE MEDIANS ON PALOS VERDES DRIVE NORTH AND HAWTHORNE BOULEVARD WITHIN THE CITY'S LIMITS; AND 2) TO SELECT A QUALIFIED LANDSCAPE DESIGN FIRM THROUGH THE RFQ PROCESS.

AYES: Allen, Clewis, Pagliano, Pekich, Persichina, Pierson

ABSENT: Davis

### **ADJOURN TO THE PEPPER TREE FOUNDATION ADVISORY BOARD MEETING**

COMMISSIONER PIERSON moved, seconded by COMMISSIONER PERSICHINA

TO ADJOURN TO THE PEPPER TREE FOUNDATION ADVISORY BOARD MEETING, THE TIME BEING 8:57 P.M.

THERE BEING NO OBJECTION, CHAIRMAN PAGLIANO SO ORDERED.

### **RFP FOR NATURE CENTER INTERPRETIVE AND DESIGN SERVICES**

The Community Services Director reviewed the staff report per written agenda material. He stated the PVPLC has developed a list of potential interpretive design firms to send the RFP when approved, and the PVPLC is requesting the Pepper Tree Foundation fund up to \$7,500 to assure that an ample funding is available to select the most qualified firm and proposal to meet the objectives of the City and Conservancy.

Ms. Kristina Darberi addressed the ADVISORY BOARD. She stated the challenges are that the area is dark, the flow doesn't tell the story of the canyon as it could, and the gift shop and interpretive space bleeds into one another. She would like the GFC Nature Center to have more interactive exhibits and customize the space based on what is there now.

ADVISORY BOARD MEMBER ALLEN asked Ms. Dye what are the dollar parameters for this project. Ms. Dye stated it could be \$50,000 to \$150,000, but that by allowing a firm to give their expert suggestions and form a proposal, it would be easier to solicit donors for a project. She added that with the commitment of \$7,500 to complete an RFP, the PVPLC could then come back to the ADVISORY BOARD with a proposal and funding requirements with the hope that a donor (i.e., geology firms) would help with respect to the cost. She stated the Land Conservancy's Development Director is very good at fundraising. Ms. Dye stated that the Land Conservancy is willing to donate Kristina Darberi's time to manage this project, if approved.

ADVISORY BOARD MEMBER PERSICHINA stated this project sounds expensive. He questioned whether the City would hire a full time worker at this location.

ADVISORY BOARD MEMBER PEKICH stated it was hard to envision the building holding any more without adding on to the building.

Ms. Darberi gave a slide presentation of exhibits she has visited.

After some discussion, ADVISORY BOARD MEMBER PEKICH moved, seconded by ADVISORY BOARD MEMBER CLEWIS

TO RECOMMEND THE PEPPER TREE FOUNDATION BOARD OF DIRECTORS TO ALLOCATE \$7,500 TO SEEK PROPOSALS FROM QUALIFIED CONSULTING FIRMS FOR INTERPRETIVE PLANNING AND CONCEPTUAL DESIGN PLAN SERVICES FOR THE GEORGE F CANYON NATURE CENTER TO TRANSFORM ITS MISSION TOWARD A "GEOLOGICAL PORTAL" FACILITY.

AYES: Allen, Clewis, Pagliano, Pekich, Persichina, Pierson  
ABSENT: Davis

#### **LA COUNTY 4<sup>TH</sup> SUPERVISORIAL DISTRICT GRANT MATCHING FUNDS**

The Community Services Director reviewed the staff report per written agenda material. He stated that matching grant funds are required for the George F Canyon nature Preserve habitat restoration project recently awarded to the City from Los Angeles County 4<sup>th</sup> Supervisorial District. He added that with the assistance of the PVPLC who is managing the riparian habitat restoration project for the City, it was determined that \$70,170.21 would be needed for this project. Thus, the required 15% match would be \$10,525.53 to be combined with \$59,644.68 in grand funding from the County.

After some discussion, ADVISORY BOARD MEMBER ALLEN moved, seconded by ADVISORY BOARD MEMBER PERSICHINA

TO RECOMMEND THE PEPPER TREE FOUNDATION BOARD OF DIRECTORS ALLOCATE \$10,525.53 IN FOUNDATION FUNDING AS THE REQUIRED FUNDING MATCH FOR THE LOS ANGELES COUNTY 4<sup>TH</sup> SUPERVISORIAL DISTRICT GRANT PROGRAM TO EXPAND HABITAT RESTORATION IN THE GEORGE F CANYON NATURE PRESERVE.

AYES: Allen, Clewis, Pagliano, Pekich, Persichina, Pierson  
ABSENT: Davis

#### **THE 2007 HILLS ARE ALIVE RACE DEBRIEFING AND FOUR-YEAR FINANCIAL COMPARISON REPORT**

The Community Services Director reviewed the staff report per written agenda material.

THERE BEING NO OBJECTION, CHAIRMAN PAGLIANO ORDERED

TO RECEIVE AND FILE THIS REPORT.

#### **THE 2007 TRACY AUSTIN DOUBLES TENNIS TOURNAMENT DEBRIEFING AND FOUR-YEAR FINANCIAL COMPARISON REPORT**

The Community Services Director reviewed the staff report per written agenda material.

THERE BEING NO OBJECTION, CHAIRMAN PAGLIANO ORDERED

TO RECEIVE AND FILE THIS REPORT.

## **RECONVENE TO THE PARK AND ACTIVITIES COMMISSION MEETING**

ADVISORY BOARD MEMBER PIERSON moved, seconded by ADVISORY BOARD MEMBER PEKICH

TO ADJOURN THE PEPPER TREE FOUNDATION ADVISORY BOARD MEETING AND RECONVENE TO THE PARK AND ACTIVITIES COMMISSION MEETING, THE TIME BEING 9:31 P.M.

THERE BEING NO OBJECTION, CHAIRMAN PAGLIANO SO ORDERED.

## **COMMISSION ITEMS**

The Community Services Director stated the Parade Subcommittee meeting will be held on October 2, 2007, at 6:00 p.m.

The Community Services Director stated the City Celebration Debriefing meeting will be held on November 6, 2007, at 6:00 p.m. at Giorgio's Restaurant.

The Community Services Director updated the COMMISSION on improvements after park visitations to the various parks in the City.

## **DIRECTOR'S ITEMS**

The Community Services Director stated the COMMISSION will be reviewing a proposal by the current Lead Tennis Clerk to set up a Junior Tennis Academy to be held in the afternoons. This will be new revenue for the City.

## **CITY COUNCIL ACTIONS, SEPTEMBER 11, 2007**

THERE BEING NO OBJECTION, CHAIRMAN PAGLIANO ORDERED

THE CITY COUNCIL ACTIONS OF SEPTEMBER 11, 2007, RECEIVED AND FILED.

## **PLANNING COMMISSION MINUTES, AUGUST 20, 2007**

THERE BEING NO OBJECTION, CHAIRMAN PAGLIANO ORDERED

THE PLANNING COMMISSION MINUTES OF AUGUST 20, 2007, RECEIVED AND FILED.

## **FUTURE AGENDA ITEMS**

Junior Tennis Academy Proposal



**ADJOURNMENT**

COMMISSIONER ALLEN moved, seconded by COMMISSIONER PERSICHINA

TO ADJOURN THE PARK AND ACTIVITIES COMMISSION MEETING, THE  
TIME BEING 9:37 P.M.

THERE BEING NO OBJECTION, CHAIRMAN PAGLIANO SO ORDERED.

Respectfully submitted,

Approved

---

Ellen Shinkai, Minutes Secretary

---

Douglas R. Prichard, City Clerk