

MINUTES
PARK AND ACTIVITIES COMMISSION
JANUARY 17, 2006

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 Conference Room, 4045 Palos Verdes Drive North, by CHAIRMAN PIERSON.

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

COMMISSIONER ABSENT: Clewis

STAFF PRESENT: Andy Clark, Community Services Director

PARK AND ACTIVITIES COMMISSION MINUTES, DECEMBER 6, 2005

COMMISSIONER PERSICHINA moved, seconded by COMMISSIONER ALLEN

TO APPROVE THE PARK AND ACTIVITIES COMMISSION MINUTES OF
DECEMBER 6, 2005, AS PRESENTED.

THERE BEING NO OBJECTION, CHAIRMAN PIERSON SO ORDERED

AUDIENCE ITEMS NOT ON THE AGENDA

None.

STREET ENTRYWAY BEAUTIFICATION PROGRAM FUNDING REQUEST

The Community Services Director reviewed the staff memorandum dated January 17, 2006, per written agenda material. The COMMISSION reviewed three requests for funding and one request for approval of a sign (location, sign content and dimensions of sign).

The following is a request for approval of a sign:

Academy Hill HOA - After reviewing the sign proposal, COMMISSIONER ALLEN stated the sign was too high and too much information was contained on the sign. Ms. Marilyn DiMarco-Coates, Vice President of Academy Hills HOA, addressed the COMMISSION. She stated the sign is proposed to be either 7' x 5' or 8' x 6' due to the fact that seven street names as well as Chadwick School and Academy Hill names would also be included on the same sign. The sign is proposed to be located west of where Academy Hill intersects Palos Verdes Drive North. This HOA was granted funding last year and thus is not eligible to receive funding for this request.

Discussion ensued regarding the size of the sign, the wording proposed, and the location. It was the consensus of the COMMISSION that the sign is too large and too much information is contained on the sign. It was proposed that Ms. DiMarco-Coates confer with the HOA to consider scaling down the size of the sign to other signs along Palos Verdes Drive North. The COMMISSION suggested having the information split as follows: street names to be located on the existing fencing (similar to Country Club entryway sign, with 4" lettering) and a separate sign with the wording "Academy Hill" and "Chadwick School" located on Palos Verdes Drive North just west of the Academy Hill intersection. It was suggested that the sign be wider and lower (60" x 40"), and that the sign be approximately the same height from the ground as the signs already located in the rights-of-way.

COMMISSIONER PERSICHINA moved, seconded by COMMISSIONER DAVIS

THAT ACADEMY HILL HOA COME BACK TO THE COMMISSION WITH A PROPOSAL REFLECTING THE INSTALLATION AND SIZE OF ONE SIGN CONSISTENT WITH THE OTHER SIGNS LOCATED IN THE RIGHTS-OF-WAY (60" X 40", LETTERS 5" HIGH OR LARGER) CONTAINING ""ACADEMY HILL" AND "CHADWICK SCHOOL" AND FOR A SEPARATE DRAWING DEPICTING THE SIZE AND LOCATION OF STREET NAMES ON THE EXISTING FENCE.

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

Ms. DiMarco-Coates stated she would have to go back to the HOA Board for approval of any change to their proposal.

COMMISSIONER ALLEN moved, seconded by COMMISSIONER PAGLIANO

THAT IN ACCORDANCE WITH THE ENTRYWAY GUIDELINES, NO MONEY WILL BE ALLOTTED FOR THE SIGN REQUESTS BY ACADEMY HILL SINCE THIS HOA RECEIVED FUNDING LAST YEAR FOR THEIR ENTRYWAY BEAUTIFICATION PROPOSAL, BUT THE COMMISSION WILL WORK WITH THE HOA TO APPROVE A SIGN THAT WILL BE ACCEPTABLE TO BOTH THE CITY AND THE HOA.

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

The following three Entryway Beautification requests were considered for funding:

1. Casas Verdes Townhouse Owners' Association - Mr. Mark Verre, Chairman of Casas Verdes TOA, addressed the COMMISSION. He reviewed the landscape plan in detail, which included areas outside of the City's right-of-way and in the Casas Verdes private property.

In answer to an inquiry by COMMISSIONER ALLEN, the Community Services Director stated he reviewed the proposed plan with City staff, and found no code problems with the signage requested. The plans submitted contained a large-scale project and the TOA may elect to defer the electrical portion of the design to spread out the costs. The bids ranged from \$47,895 to \$95,740. It was noted that any reimbursement from the City would be towards receipts for signage and landscaping in that portion of the City's right-of-way.

2. Georgette Canyon HOA - Mr. Kirk Mueller, representing Georgette Canyon HOA, addressed the COMMISSION regarding the proposed entryway sign for Hitching Post Drive. It was the consensus of the COMMISSION that a more professional, detailed drawing should be submitted, showing dimensions, wording and logo. Mr. Mueller stated the proposal was to use a dark background and gold wording and accents. The COMMISSION requested that the proposed 2' x 6' sign panel (using the existing posts) use similar colors (green and white) and lettering as the City's other signs.

COMMISSIONER ALLEN stated he would like to see an entirely new sign rather than replacing just the panel, to have more consistency with other City entryway signs. It was noted that the Empty Saddle Club and Country Club entryway signs were completely replaced but were not new designs, merely updating the original sign.

In answer to an inquiry, the Community Services Director stated a panel of that size would cost approximately \$1,500. CHAIRMAN PIERSON stated he would like to set aside money for the Hitching Post Drive sign first and then split the remaining funding among Casas Verdes and the Women's Community Club of Rolling Hills.

COMMISSIONER ALLEN moved, seconded by COMMISSIONER PEKICH

TO AUTHORIZE UP TO \$1,000 FOR THE GEORGETTE CANYON HOA TO REPLACE THE EXISTING 2' X 6' SIGN PANEL FOR HITCHING POST DRIVE. GEORGETTE CANYON HOA MUST SUBMIT FOR APPROVAL A DRAWING DEPICTING DIMENSIONS, MATERIAL, COLORS AND WORDING AT A FUTURE MEETING. FUNDING WILL BE DISBURSED UPON SUBMITTAL OF VALID RECEIPTS.

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

ABSENT: Clewis

3. Women's Community Club of Rolling Hills - Ms. Beth Howell, Beautification Chairman for the Women's Community Club of Rolling Hills, addressed the COMMISSION. She reviewed the revised plan of the Main Gate entrance to the City of Rolling Hills. She added that a major portion of the entrance is located within the City of Rolling Hills Estates' right-of-way on the south side of Palos Verdes Drive North at the intersection of Portuguese Bend Road. Ms. Howell stated the plan has been revised to include the suggested changes by the City's Traffic Engineer and the Certified Arborist.

The COMMISSION approved, in concept, the plan submitted by the Women's Community Club of Rolling Hills.

COMMISSIONER PEKICH moved, seconded by COMMISSIONER DAVIS

TO AUTHORIZE UP TO \$2,000 FOR THE CASAS VERDES TOWNHOUSE OWNERS' ASSOCIATION AND UP TO \$2,000 FOR THE WOMEN'S COMMUNITY CLUB OF ROLLING HILLS, FOR THE ENTRYWAY BEAUTIFICATION REQUESTS SUBMITTED; FUNDING WILL BE DISBURSED UPON SUBMITTAL OF VALID RECEIPTS.

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

ABSENT: Clewis

PVP LAND CONSERVANCY SIGNAGE REQUEST

The Community Services Director reviewed the staff report dated January 17, 2006, per written agenda material. Ms. Barbara Dye, PVPLC Executive Director, addressed the COMMISSION and asked the COMMISSION for their suggestions to develop new promotional methods to encourage increased use of the Nature Center's programs, services, gift shop and special events.

The COMMISSION discussed, at length, options for signage for the Nature Center's programs throughout the year. COMMISSIONER ALLEN suggested the use of magnetic signage that could be changed whenever needed for new programs and events, i.e., "Nature Walk on Wednesday", etc. Another suggestion was to use the new sign that will be located on the corner, and have several different signs that could be attached or hung from the corner sign to point out a specific event or program that is being offered. Ms. Dye stated she did research a monument-style sign, but the costs were high and the monument-style sign was not preferred.

It was the consensus of the COMMISSION that they are basically supportive of the concept to publicize new programs and special events for the Nature Center. Ms. Dye will research more options, and COMMISSIONER ALLEN and the Community Services Director volunteered to assist Ms. Dye for other options. This item will be brought back to the COMMISSION for further review.

PROPOSED PEPPER WOOD PARK DEVELOPMENT

The Community Services Director reviewed the staff report dated January 17, 2006, per written agenda material.

After some discussion, it was the consensus of the COMMISSION that Pepper Wood Park not be further developed, and that the triangle-shaped park site be left as natural and with as much open green space as possible, without addition of any benches, tables or signage.

2006 COMMITTEE ASSIGNMENTS

The only additions or changes to the Committee Assignments from 2005 were the following:

50th Anniversary Subcommittee - COMMISSIONERS ALLEN, DAVIS AND PERSICHINA

Golf Tournament Subcommittee - the Community Services Director will contact Cathy Gardner from the PV Pony Club, advising her that the three other youth groups dropped out of holding this tournament and to ask if she would like to still pursue this event.

CITY COUNCIL ACTIONS, MEETING OF DECEMBER 13, 2005

THERE BEING NO OBJECTION, CHAIRMAN PIERSON ORDERED

THE CITY COUNCIL ACTIONS, MEETING OF DECEMBER 13, 2005
RECEIVED AND FILED.

PLANNING COMMISSION MINUTES, MEETING OF DECEMBER 5, 2005

THERE BEING NO OBJECTION, CHAIRMAN PIERSON ORDERED

THE PLANNING COMMISSION MINUTES, MEETING OF DECEMBER 5, 2005,
RECEIVED AND FILED.

QUARTERLY CODE ENFORCEMENT REPORT

THERE BEING NO OBJECTION, CHAIRMAN PIERSON ORDERED

THE QUARTERLY CODE ENFORCEMENT REPORT RECEIVED AND FILED.

HOWLETT PARK QUARTERLY CALENDAR

THERE BEING NO OBJECTION, CHAIRMAN PIERSON ORDERED

THE QUARTERLY CODE ENFORCEMENT REPORT RECEIVED AND FILED.

DIRECTOR'S ITEMS

CPRS CONFERENCE IN ONTARIO, MARCH 16-18, 2006 - The Community Services Director reviewed the conference and requested the COMMISSION advise him whether they wished to attend this conference.

GOLF TOURNAMENT DATES - The Community Services Director stated the Los Verdes Golf Course set aside Monday, September 11, 2006 for the golf tournament, and Monday, October 8, 2007. The COMMISSION was advised that the City received a letter from the Rolling Hills Little League, Peninsula Pony-Colt League, and the Silver Spur Little League, stating they will no longer be able to participate in the golf tournament. The COMMISSION requested the Community Services Director to contact Cathy Gardner (PV Pony Club) advising her of this change, and to hold an emergency Golf Tournament Subcommittee meeting.

COMMISSION ITEMS

PARADE SUBCOMMITTEE DEBRIEFING - COMMISSIONER PERSICHINA stated the Parade Subcommittee met earlier this evening and the 2005 parade held in the evening was a success. This year's evening parade will be held on Saturday, December 2.

ADOPT-A-PARK REPORTS - COMMISSIONER DAVIS stated she noticed Chandler Park is being used by quite a large number of dogs in the evening. She requested whether the water fountain that will be installed could also accommodate a lower fountain for dogs. The Community Services Director stated that he would look into pre-made water fountains that are handicapped accessible and have a water outlet for dogs.

COMMISSIONER PEKICH noted that George F Canyon has had over 60 palms removed and the view is wide open now.

COMMISSIONER ALLEN questioned whether the property at 4609 Palos Verdes Drive North had permits to construct the wall and build the driveway as it is presently constructed. He added that the dirt is piled up to the height of the wall and the tree that is at that location will probably die because of that. He added that the wall should not have been allowed to be built right up to the easement, as it blocks the horse/bike trail. The Community Services Director stated an Equestrian Committee meeting will be held on Monday, January 23, at 7:00 a.m. at that location to review the construction and its impact on the horse trail, and said the COMMISSION is invited to attend the meeting.

FUTURE AGENDA ITEMS

Chadwick/Academy Hill Sign Request
Hitching Post Drive Entryway Beautification Funding Request
PVP Land Conservancy Signage Request

ADJOURNMENT

COMMISSIONER PERSICHINA moved, seconded by COMMISSIONER PAGLIANO

TO ADJOURN THE PARK AND ACTIVITIES COMMISSION MEETING, THE
TIME BEING 9:03 P.M.

THERE BEING NO OBJECTION, CHAIRMAN PIERSON SO ORDERED.

Respectfully submitted,

Ellen Shinkai
Human Resources Analyst

Approved,

Douglas R. Prichard
City Clerk