

MINUTES
PARK AND ACTIVITIES COMMISSION
OCTOBER 4, 2005

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 Council Chambers, 4045 Palos Verdes Drive North, by CHAIRMAN PIERSON.

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

COMMISSIONER ABSENT: Pagliano, Pekich

STAFF PRESENT: Andy Clark, Community Services Director

PARK AND ACTIVITIES COMMISSION MINUTES, SEPTEMBER 6, 2005

COMMISSIONER DAVIS moved, seconded by COMMISSIONER PERSICHINA

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

THERE BEING NO OBJECTION, CHAIRMAN PIERSON ORDERED

AUDIENCE ITEMS NOT ON THE AGENDA

The Community Services Director introduced David Negrete, who was recently hired as Maintenance Superintendent, and stated that one of Mr. Negrete's duties will be to oversee the Maintenance Department's role in the Community Center landscape project.

YMCA SUMMER SWIM PROGRAM SURVEY RESULTS

The Community Services Director reviewed the memorandum per written agenda material. COMMISSIONER ALLEN stated at first he was reluctant to have the YMCA take over the swim program, but throughout the summer he heard many positive comments on how the program was handled. There being no further discussion, COMMISSIONER ALLEN moved, seconded by COMMISSIONER CLEWIS

TO RECOMMEND CITY COUNCIL ALLOW THE SAN PEDRO & PENINSULA
YMCA TO COORDINATE THE OPERATION OF THE SUMMER SWIM
PROGRAM AT PALOS VERDES PENINSULA HIGH SCHOOL FOR THE
SUMMER OF 2006.

AYES: Allen, Clewis, Davis, Persichina, Pierson

ABSENT: Pagliano, Pekich

Ms. Julie Tisue, Executive Director of the San Pedro & Peninsula YMCA, addressed the COMMISSION and thanked them for allowing the YMCA to run the swim program this summer. She added that the YMCA enjoyed the experience and will make this program better each year by adding to the program as needed.

**ROLLING HILLS COMMUNITY ASSOCIATION
BEAUTIFICATION PROJECT PROPOSAL**

The Community Services Director reviewed the memorandum per written agenda material. In reviewing the two letters from Beth Howell, Beautification Chair and representative for the Women's Community Club of Rolling Hills, it was noted that Ms. Howell suggested that the COMMISSION look at this project in phases, due to handicap access concerns from the bus stop to the corner signal on the west side of the entryway. The Community Services Director added that Ms. Howell is requesting the COMMISSION consider this project for funding, and even though the deadline for entryway beautification is January 2006, the Women's Club is requesting funding before the deadline.

In answer to an inquiry, the Community Services Director stated the COMMISSION has not granted funds before the deadline date previously.

Ms. Julie Heinsheimer from Blue Door Gardens reviewed the preliminary landscape concept for the entryway to the City of Rolling Hills, on the east and west sides of the intersection at Palos Verdes Drive North and Portuguese Bend Road. She explained the specific areas located in both cities, the history of the location, and the existing vegetation. It was noted that the City of Rolling Hills Estates will only consider funding expenses incurred for that portion of the project located in Rolling Hills Estates, which is approximately one third of the total project. She noted the submitted preliminary landscape concept does not identify planting materials nor the location of planting materials, and that tonight's consideration is for preliminary approval of the concept only. In answer to an inquiry, Ms. Heinsheimer stated the current sprinkler system is capped off and may not be in working condition. She added that new plans would be submitted depicting the location of the sprinkler system and plant species and location after the preliminary concept for this project is approved.

In answer to an inquiry, the Community Services Director stated that two other HOAs called him expressing interest in submitting proposals for entryway beautification funding and it was reiterated that letters were sent out notifying all HOAs that the submittal deadline is January 2006. It was also noted that three (3) bids must be received and reviewed by the COMMISSION for each HOA project. In answer to an inquiry, the Community Services Director stated that the handicap access does not have to be completed during the proposed project as it has been identified in the City's transition plan to be mitigated in the future.

The COMMISSION approved the project in concept. Ms. Beth Howell, Women's Community Club Beautification Chair, Rolling Hills, addressed the COMMISSION. She stated there was a safety issue on the east side of the project because school children do not use the walk path that is currently located at that site, but choose to walk or ride their bikes to and from the school and the bus stop on the west side. She added that she met with the Community Services Director and the Maintenance Superintendent at the site, and the Community Services Director voiced concern regarding handicap access from the bus stop to the corner signal. She added that the City of Rolling Hills couldn't proceed unless the City of Rolling Hills Estates is okay with the walk path and preliminary concept. In answer to an inquiry from COMMISSIONER PERSICHINA regarding whether the handicapped access should be addressed and constructed at the time of the project construction, the Community Services Director stated the City's Public Works Director stated the handicapped access for this location is addressed in the transition plan, but Rolling Hills could proceed with this project, and the handicapped access portion could be completed in the future per the transition plan.

A letter from a resident of Rolling Hills, noted that during the past three years, junior high and high school students are walking on the tennis court side of Portuguese Bend Road (even though there is a path on the east side of Portuguese Bend Road) going to and from school, walking in packs and holding up traffic, which is unsafe. This resident stated they live on the property that runs on the west side of and parallel to the Rolling Hills tennis courts and the southeast corner of Portuguese Bend Road, and are willing

to work with the City of Rolling Hills to increase the safety of the students at this location.

It was noted that the proposed walk path will be four feet in width and decomposed granite will be utilized.

There being no further discussion, COMMISSIONER DAVIS moved, seconded by COMMISSIONER PERSICHINA

TO APPROVE THE PRELIMINARY CONCEPT OF THE PROJECT AND WILL REVIEW THIS PROJECT FOR FUNDING IN THE FUTURE AFTER THREE BIDS ARE SUBMITTED.

THERE BEING NO OBJECTION, CHAIRMAN PIERSON SO ORDERED.

COMMISSIONER ALLEN stated he would be willing to approve up to \$1,500 for this project before the deadline of January 2006. COMMISSIONER CLEWIS stated she would not be in favor of approving any funds until the deadline date of January 2006.

ADJOURN TO PEPPER TREE FOUNDATION ADVISORY BOARD MEETING

COMMISSIONER PERSICHINA moved, seconded by COMMISSIONER ALLEN

THE PARK AND ACTIVITIES COMMISSION MEETING BE ADJOURNED TO THE PEPPER TREE FOUNDATION ADVISORY BOARD MEETING, THE TIME BEING 8:00 P.M.

THERE BEING NO OBJECTION, CHAIRMAN PIERSON SO ORDERED.

REVISED COMMUNITY CENTER LANDCAPE PROJECT

The Community Services Director reviewed the memorandum per written agenda material. He stated the revised landscape design increases the landscaping in front of the Community Center and moves most parking to the rear of the Nature and Community Centers. No grant monies were received for this project; however, the Pepper Tree Foundation has received \$7,000 in donations from various local organizations earmarked for the future improvement of the Community Center. As the majority of labor and equipment for this project would be provided by City Maintenance staff, it was believed \$7,000 would be an ample budget to purchase the proposed project's materials (plants, trees, sign, irrigation supplies, fencing, etc.) and to cover costs from Ms. Julie Heinsheimer's firm, Blue Door Gardens.

Ms. Heinsheimer reviewed the preliminary plan for this project. She stated the corner (PVDN/PVDE) is proposed to be a "park-like" setting and that mulch or decomposed granite will be used at this site along with various native plants. She envisioned all four corners of this intersection having a similar look, as this is the entryway to the City. She reviewed the greenspace, parking and handicapped parking spaces for this project, and added that only native plants will be used. At this time, specific plants are not noted on the drawings, but after the hardscape issues are approved, she will submit a plan with the plant suggestions, and thereafter will submit three bids to accomplish this project. With the exception of one Brazilian Pepper tree, all trees at this location will remain. With regard to the number of parking spaces, it was noted that this project must have 17.5 parking spaces allotted.

ADVISORY BOARD MEMBER DAVIS stated that if the opportunity arises to reduce the number of parking spaces, she would suggest adding more greenspace to reduce the hardscape and toxins from cars that would drain into the storm drains. Ms. Heinsheimer stated that a public assembly area has specific requirements as to the number of parking spaces to be provided.

Loretta Rose, representing the Nature Center, stated the Nature Center currently has 10 parking spaces, but voiced her concern that it appeared some of those spaces are being eliminated.

COUNCILWOMAN SEAMANS stated the entire lot is considered as one property with shared parking. The Community Services Director stated the Nature Center requires parking on the weekends, and groups are scheduled to use the Community Room during weekdays, so parking should not be a problem.

Bridget Carman, representing the RHE Neighborhood HOA Coalition, stated this project has been considered for quite a while and many people are involved in working together to convert this space back to open space. She added that she was happy about the greenspace in front of the Community Center, and that this location is considered as one of the "scenic corridor" entry points of the City. Ms. Carman stated she would request the City to consider reducing the asphalt paving by installing pavers, if possible, and would like to see the 3-rail fencing along PVDE continued.

ADVISORY BOARD MEMBER CLEWIS noted that pavers are very expensive, and this project is a rather large area.

The Community Services Director shared emails he received from two HOA representatives, giving their preliminary approval of this proposed project.

COUNCILWOMAN SEAMANS stated Ms. Heinsheimer has done a wonderful job on this project to date, and requested Ms. Heinsheimer investigate what other materials could be used in this project (i.e., grasscrete) to address the runoff problem from the hardscape. She added that this project could be the "demonstration" project for the future, and suggested utilizing as much penetrable surface as possible to keep the "runoff" prevention topic in the forefront.

Ms. Rose, speaking on behalf of the Palos Verdes Peninsula Land Conservancy (PVPLC) stated that if and when the time comes to choose native plants and seeds for this project, that Ms. Heinsheimer and the City consider buying the local plants and seeds through the PVPLC nursery.

ADVISORY BOARD MEMBER PERSICHINA inquired as to what signage is proposed for the project. The Community Services Director stated that a sign with the information "George F Canyon Nature Center, Community Center, and Rolling Hills Estates" will be located on the corner, similar to that at the Dapplegray riding ring corner.

ADVISORY BOARD MEMBER PERSICHINA moved, seconded by ADVISORY BOARD MEMBER DAVIS

TO RECOMMEND THAT THE PEPPER TREE FOUNDATION BOARD OF DIRECTORS ACCEPT STAFF'S RECOMMENDATION TO APPROVE A BUDGET, NOT TO EXCEED \$7,000, TO FUND THE COMMUNITY CENTER LANDSCAPE PROJECT.

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

GOLF TOURNAMENT UPDATE (VERBAL REPORT)

ADVISORY BOARD MEMBER ALLEN stated the Golf Tournament Subcommittee met tonight, and the total profit was \$4,000. He added that each organization received \$680. In reviewing the tournament, the subcommittee felt that one main problem was the sports organizations did not meet their minimum foursomes, and that the subcommittee did not put forth enough effort to get extra foursomes because they thought the tournament maximum attendance was met. It was noted that one youth sports organization stated as much as 10 foursomes would be forthcoming, but only paid and registered one foursome.

The Palos Verdes Pony Club and their representative Cathy Gardner, worked hard and were paramount to the success of this tournament, as was Lee Frantz, the Community Services Director, and members of the subcommittee.

If there is still enthusiasm among different organizations to again hold this tournament next year, the following will be reviewed:

1. More publicity for this tournament is needed.
2. All organizations' minimums must be met and paid for in advance.
3. Try to change the date to a Monday or Friday in September, and keep in mind that this year's date was too close to the ending of vacation and beginning of school.
4. Look into holding the tournament at another golf course.
5. Look into different alternatives for dinner.
6. If an organization does not meet the required minimum participation, that organization does not receive any of the profit from the event.

If another date cannot be found, and if the current youth sports organizations do not want to commit and pay for the required minimum participation or have the enthusiasm to continue this event, the PEPPER TREE ADVISORY BOARD MEMBERS will look into whether there is interest in other organizations, i.e., PVPHA, Las Amigas, etc., together with the Pepper Tree Foundation and the Palos Verdes Pony Club.

ADVISORY BOARD MEMBER DAVIS stated the subcommittee made mistakes but learned from these mistakes to make a better event next year.

ADVISORY BOARD MEMBER ALLEN stated he would not recommend going ahead with a golf tournament next year if there is not interest from organizations as was the case this year.

RECONVENE TO THE PARK AND ACTIVITIES COMMISSION MEETING

ADVISORY BOARD MEMBER PERSICHINA moved, seconded by ADVISORY BOARD MEMBER ALLEN

TO ADJOURN THE PEPPER TREE FOUNDATION ADVISORY BOARD MEETING, AND TO RECONVENE TO THE PARK AND ACTIVITIES COMMISSION MEETING, THE TIME BEING 8:40 P.M.

THERE BEING NO OBJECTION, CHAIRMAN PIERSON SO ORDERED.

CITY COUNCIL ACTIONS, MEETINGS OF SEPTEMBER 13 AND 27, 2005

THERE BEING NO OBJECTION, CHAIRMAN PIERSON ORDERED

THE CITY COUNCIL ACTIONS, MEETINGS OF SEPTEMBER 13 AND 27, 2005, RECEIVED AND FILED.

COMMISSIONER CLEWIS inquired as to whether the PLANNING COMMISSION members were required to attend CITY COUNCIL meetings.

PLANNING COMMISSION MINUTES, MEETINGS OF SEPTEMBER 6 AND SEPTEMBER 19, 2005

THERE BEING NO OBJECTION, CHAIRMAN PIERSON ORDERED

THE PLANNING COMMISSION MINUTES, MEETINGS OF SEPTEMBER 6 AND SEPTEMBER 19, 2005, RECEIVED AND FILED.

DIRECTOR'S ITEMS

Proposed HOA Fencing Program - The Community Services Director stated that the CITY COUNCIL requested the PARK AND ACTIVITIES COMMISSION be informed that a new homeowners' association program will be established, and matching funds will be available and disbursed similar to that of the Entryway Beautification program, involving 3-rail fencing. It was noted that any new construction of fencing should require the end grains of the fencing be painted (with material such as roof lap cement) which will lengthen the life of the fencing materials.

2005 City Celebration Debriefing Dinner, November 1, 2005 - The dinner will be held at Giorgio's Restaurant at 6:00 p.m. COMMISSIONER ALLEN stated the high school children did a great job with children's games in the absence of the Children's Games chair.

COMMISSION ITEMS

Holiday Party - A menu should be selected for this year's holiday party. COMMISSIONERS CLEWIS, DAVIS and PEKICH serve on the Holiday Party Subcommittee. The Community Services Director stated the casino night equipment has been ordered. The COMMISSION suggested having holiday music softly piped in during dinner. The COMMISSION was reminded that each COMMISSIONER should donate a basket for this event.

Parade Subcommittee Meeting - This meeting will be held on October 11, 2005 at 6:00 p.m. COMMISSIONER PERSICHINA and PEKICH are on this subcommittee.

2006 Calendar Photos - The COMMISSIONERS were advised that the PARK AND ACTIVITIES COMMISSION photo for this year's calendar will be taken on October 18, 2005, at 7:00 p.m. in the Council Chambers.

Adopt-A-Park Reports - COMMISSIONER DAVIS requested the Port-A-Potty be moved from it's location at Chandler Park, and also replace the blue unit with a brown colored unit. Another location was agreed upon with the Community Services Director.

COMMISSIONER DAVIS reported that a neighbor has a baby colt that jumps and leaps in the air, and she was concerned about other horses and riders in the ring and the trails. Also, this same neighbor allows his sheep to roam the trails. The Community Services Director will have the Zoning and Code Administrator look into this.

Nature Center - COMMISSIONER CLEWIS stated she received a request by the Nature Center staff for a digital camera.

FUTURE AGENDA ITEMS

Chandler Park Re-Design Proposal

ADJOURNMENT

COMMISSIONER PERSICHINA moved, seconded by COMMISSIONER ALLEN

TO ADJOURN THE PARK AND ACTIVITIES COMMISSION MEETING, THE TIME BEING 9:13 P.M.

THERE BEING NO OBJECTION, CHAIRMAN PIERSON SO ORDERED.

Respectfully submitted,

Approved,

Ellen Shinkai
Human Resources Analyst

Douglas R. Prichard
City Clerk