

MINUTES

PARK AND ACTIVITIES COMMISSION

AUGUST 17, 2004

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, by CHAIRMAN PEKICH.

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

COMMISSIONER ABSENT: Davis, Persichina

OTHER CITY STAFF PRESENT: David Wahba, Planning Director

Linda Fitton, Equestrian Services Supervisor

PARK AND ACTIVITIES COMMISSION MINUTES, JULY 6, 2004

COMMISSIONER ALLEN moved, seconded by COMMISSIONER PIERSON

TO APPROVE THE PARK AND ACTIVITIES COMMISSION MINUTES OF JULY 6, 2004, AS PRESENTED.

THERE BEING NO OBJECTION, CHAIRMAN PEKICH SO ORDERED.

AUDIENCE ITEMS NOT ON THE AGENDA

None.

APPEAL OF NOTICE TO REMOVE TREES PLANTED IN CITY'S RIGHT-OF-WAY

The Community Services Director reviewed the staff report per written agenda material. COMMISSIONER ALLEN asked for a brief history review of this project. Planning Director Wahba stated that simply put, Mr. Linares was never given permission to plant trees in the City's right-of-way, and never received anything in writing allowing him to plant anything in the right-of-way. Planning Director Wahba added that he, personally, never approved anything to be planted in the right-of-way. The rear yard landscaping was the only item that crossed over between the Planning Department and the PARK AND ACTIVITIES COMMISSION. Mr. Linares had knowledge that he was in violation, and the oweness is on him to comply with the City code.

Discussion ensued regarding the lengthy time involved with this project, the Planning staff changes, etc. The Community Services Director stated that in early 2000, he and the Maintenance Superintendent visited the site, noting that eleven (11) trees appeared to have been newly planted. Mr. Linares was contacted and was informed at that time to remove those trees, as they were not approved to be planted in the right-of-way. The Community Services Director added that there was no irrigation was observed on that site, at that time.

COMMISSIONER PIERSON stated that if the homeowner is in violation of the City code, and making an exception would defeat the policy. COMMISSIONER ALLEN stated the trees should be removed, as they not in keeping with the rest of the neighborhood landscaping aesthetics as they were planted too close together, and in addition, were in violation of the City's code. The Community Services Director stated

there are three (3) trees that could remain in the right-of-way that are healthy and spaced the proper distance apart, and can be maintained by the City in the future.

There being no further discussion, COMMISSIONER ALLEN moved, seconded by COMMISSION PIERSON

TO 1) DENY FRANCISCO LINARES' REQUEST TO MAINTAIN ELEVEN (11) CALIFORNIA PEPPER TREES AND AN IRRIGATION SYSTEM ON THE CITY'S RIGHT-OF-WAY IN FRONT OF 4609 PALOS VERDES DRIVE NORTH;

2) DIRECT MR. LINARES TO REMOVE EIGHT (8) TREES AND THE IRRIGATION SYSTEM UNDER THE FOLLOWING FIVE CONDITIONS: A) THE EIGHT (8) IDENTIFIED CALIFORNIA PEPPER TREES AND IRRIGATION SYSTEM MUST BE REMOVED BY SEPTEMBER 15, 2004; B) SHOULD MR. LINARES UTILIZE THE SERVICES OF A LANDSCAPE CONTRACTOR, THIS FIRM MUST HAVE A CURRENT BUSINESS LICENSE AND CERTIFICATE OF GENERAL LIABILITY INSURANCE ON FILE WITH THE CITY; C) ADVANCE TRAFFIC HAZARD WARNING DEVICES, IN CONFORMANCE WITH CURRENT CAL-TRANS STANDARDS, MUST BE UTILIZED AT ALL TIMES DURING THE TREE AND IRRIGATION REMOVAL PROCESS ALONG PALOS VERDES DRIVE NORTH; D) BRIDLE TRAIL CLOSURE SIGNS, PROVIDED BY THE CITY, MUST BE POSTED AT ALL TIMES DURING THE TREE AND IRRIGATION REMOVAL PROCESS; AND E) PROOF OF COMPLETION OF AN UNDERGROUND UTILITIES INSPECTION MUST BE SUBMITTED TO THE CITY PRIOR TO STARTING THE TREE AND IRRIGATION REMOVAL PROCESS.

3) SHOULD MR. LINARES REQUEST THAT THE CITY REMOVE THE EIGHT (8) IDENTIFIED CALIFORNIA PEPPER TREES AND IRRIGATION SYSTEM, HE MUST SUBMIT A REMOVAL SERVICES FEE OF \$467.00 TO THE CITY BY SEPTEMBER 15, 2004; AND

4) DIRECT STAFF TO SCHEDULE AND PROVIDE ALL FUTURE MAINTENANCE OF THE REMAINING CALIFORNIA PEPPER TREES IN THE RIGHT-OF-WAY IN FRONT OF 4609 PALOS VERDES DRIVE NORTH.

THERE BEING NO OBJECTION, CHAIRMAN PEKICH SO ORDERED.

2500 PVDN RIGHT-OF-WAY LANDSCAPE IMPROVEMENTS

The Community Services Director reviewed the staff report per written agenda material and attached drawing. It was suggested that a planter box be added behind the three rail fencing along PVDE, and that two trees and some shrubs be added to the southwest corner landscaping.

COMMISSIONER PAGLIANO moved, seconded by COMMISSIONER ALLEN

TO APPROVE THE PROPOSED LANDSCAPE PLAN IN THE RIGHTS-OF-WAY AT THE SOUTHWEST CORNER OF PALOS VERDES DRIVE NORTH AND PALOS VERDES DRIVE EAST IN ORDER TO PROVIDE LANDSCAPE SCREENING FOR THE FUTURE COMMUNITY CENTER BUILDING.

THERE BEING NO OBJECTION, CHAIRMAN PEKICH SO ORDERED.

TENNIS CLUB MEMBERSHIP UPDATE

The Community Services Director stated that as of July 15, approximately 75% of past members had paid their membership fee. Since then, more members have paid their memberships and the City may exceed prior membership numbers.

CITY CELEBRATION UPDATE

The COMMISSION reviewed the Schedule of Events for the City Celebration and the sign up sheets for the Pepper Tree booth and the Golf Tournament booth.

POTENTIAL NEW HORSE SHOW

Equestrian Services Supervisor Linda Fitton addressed the COMMISSION. She stated this year's Pony Camp has been very successful, and camp attendance has surpassed last year's total. She added this is the most successful recreation program offered by the City.

Ms. Fitton stated she received a request from a private company (not a non-profit group) to host a new horse show at Ernie Howlett Park, the week before the Las Amigas Horse Show (this same company also manages the Las Amigas Horse Show). The benefit of allowing this private company to hold this horse show are that the private company will be responsible for the costs to set up and take down the portable stalls, the cost to provide electricity and water, set up for port-o-potties, shavings and the parking requirements (shuttle, etc.). The set up will be configured (stalls, tents, canopies, parking) exactly as the Las Amigas Horse Show. The private company is willing to pay for the initial set up at the beginning of their horse show, and is agreeable to postponing the take down until after the Las Amigas Horse Show.

The disadvantage of allowing this private horse show is that the portable stalls would be present in the park for two weeks rather than one week.

In answer to an inquiry, the Equestrian Services Supervisor stated the private company is willing to pay for set up and take down for the portable stalls and is also willing to pay for all related horse show fees.

It was the general consensus of the COMMISSION to direct the Equestrian Services Supervisor to continue discussions with the private company and report back all the findings on a future agenda, will a full staff report for a formal request and recommendation.

ADJOURN TO PEPPER TREE FOUNDATION ADVISORY BOARD MEETING

THERE BEING NO OBJECTION, CHAIRMAN PEKICH ORDERED

THE PARK AND ACTIVITIES COMMISSION MEETING BE ADJOURNED TO THE PEPPER TREE FOUNDATION ADVISORY BOARD MEETING, THE TIME BEING 8:20 P.M.

GOLF TOURNAMENT SUBCOMMITTEE UPDATE

The Community Services Director stated the application is due to Los Verdes Country Club on September 1, to request a Monday or Tuesday date in Fall 2005 for the tournament. He will update the COMMISSION as information becomes available.

THE HILLS ARE ALIVE RACE UPDATE

The Community Services Director asked for any suggestions the COMMISSION had for next year's event be written and given to him. He stated that 561 runners participated in this year's run. He added that CITY COUNCIL adopts fees for City programs, and that \$25 is the registration fee on the day of the race, and also for pre-registration.

ADVISORY BOARD MEMBER ALLEN manned Water Station #1. He stated this station requires at least five (5) people. He added that more security is needed around certain "hot spots", i.e., he tried to discourage people with strollers and children to get off the trail as the runners were approaching. Some of the people he approached did not heed his advice. He also stated there was conflict between 10K and 5K runners at the turn around location.

Michael Hogue addressed the ADVISORY BOARD and stated in the pre-race introductory, he will address issues such as stay to the right, and inform the participants of certain "hot spots" where special attention is needed. In answer to an inquiry, Mr. Hogue stated he will also mention that when it is very sunny and participants are wearing sunglasses, that special attention is needed in the tunnel, as it will appear very dark.

Mr. Hogue will investigate whether August 6 has any conflicts, as that may be next year's proposed date. He will inform the Community Services Director as to his findings. He suggested a tent/canopy be provided over the area where late registration and awards are held.

Mr. Hogue stated it was his decision to give various special discount rates for school teams, fundraising groups, and other training teams. It was noted that the late registration volunteers did not have knowledge of any discounts and therefore did not have change for the various different discounted rates. It was suggested that discounts should be limited, and should be handled through pre-registration only, and that on the day of the race, every participant should pay \$25.

TRACY AUSTIN TENNIS TOURNAMENT UPDATE

The Community Services Director asked for suggestions for next year's tournament. It was noted that there was ample publicity given this event by the Daily Breeze.

ADVISORY BOARD MEMBER ALLEN stated hot dogs did not sell well this year. The Community Services Director stated the tournament has a capacity for 130 teams, and this year 115 teams played.

The Community Services Director stated that in place of the sponsors' dinner, a luncheon was held at Ernie Howlett Park and should be considered again next year.

RECONVENE TO THE PARK AND ACTIVITIES COMMISSION MEETING

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

THAT THE PEPPER TREE FOUNDATION ADVISORY BOARD MEETING BE ADJOURNED TO THE PARK AND ACTIVITIES COMMISSION MEETING, THE TIME BEING 8:55 P.M.

THERE BEING NO OBJECTION, CHAIRMAN PEKICH SO ORDERED.

CITY COUNCIL ACTIONS, JUNE 29 AND AUGUST 3, 2004

THERE BEING NO OBJECTION, CHAIRMAN PEKICH ORDERED

THAT THE CITY COUNCIL ACTIONS OF JUNE 29 AND AUGUST 3, 2004, BE RECEIVED AND FILED.

PLANNING COMMISSION MINUTES, MEETINGS OF MAY 17, JUNE 21, JULY 6, AND JULY 19, 2004

THERE BEING NO OBJECTION, CHAIRMAN PEKICH ORDERED

THAT THE PLANNING COMMISSION MINUTES, MEETINGS OF MAY 17, JUNE 21, JULY 6, AND JULY 19, 2004, BE RECEIVED AND FILED.

QUARTERLY CODE ENFORCEMENT REPORT

THERE BEING NO OBJECTION, CHAIRMAN PEKICH ORDERED

THE QUARTERLY CODE ENFORCEMENT REPORT RECEIVED AND FILED.

DIRECTOR'S ITEMS (VERBAL REPORTS)

The Community Services Director stated the next scheduled meeting (September 7) will be cancelled, unless the COMMISSION has any pending issues they feel need to be heard. The Joint City Council/Planning Commission meeting is scheduled for September 7. The next regularly scheduled Park and Activities Commission meeting will be held September 21.

The Community Services Director suggested the due date for entryway beautification applications be extended through September 15, rather than September 1, for this year.

COMMISSION ITEMS (VERBAL REPORTS)

None.

FUTURE AGENDA ITEMS

Street Entryway Beautification Program Proposals

ADJOURNMENT

COMMISSIONER PAGLIANO moved, seconded by COMMISSIONER ALLEN

TO ADJOURN THE PARK AND ACTIVITIES COMMISSION MEETING, THE TIME BEING 9:15 P.M.

THERE BEING NO OBJECTION, CHAIRMAN PEKICH SO ORDERED.

Respectfully submitted, Approved,

Ellen Shinkai Douglas R. Prichard

Minutes Secretary City Clerk