

MINUTES

PARK AND ACTIVITIES COMMISSION

SEPTEMBER 16, 2003

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 CHAIRWOMAN CLEWIS.

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

COMMISSIONERS ABSENT: Vanden Bos

PARK AND ACTIVITIES COMMISSION MINUTES, SEPTEMBER 2, 2003

COMMISSIONER PERSICHINA suggested correction to the minutes as follows: Page 6, second paragraph, to read

"The Community Services Director stated the monies could be taken from another fund if the COMMISSION desires. ~~but staff approved this disbursement based on an understanding that there was agreement by the COMMISSION to pay for this memorial program.~~"

There being no further corrections, COMMISSIONER PIERSON moved, seconded by COMMISSIONER ALLEN

TO APPROVE THE PARK AND ACTIVITIES COMMISSION MINUTES, MEETING OF SEPTEMBER 2, 2003, AS CORRECTED.

THERE BEING NO OBJECTION, CHAIRWOMAN CLEWIS SO ORDERED.

AUDIENCE ITEMS NOT ON THE AGENDA

Ms. Pickett and Ms. Cotter addressed the COMMISSION regarding the City's Entryway Beautification Fund. Ms. Pickett requested the COMMISSION consider funding the Dapplegray School entrance as part of their 2004 Beautification Funding. She explained that the parents and children would be working on this effort this year and next year. In response to an inquiry, it was stated that this is School District property and not part of a homeowners association entryway. Ms. Pickett distributed a picture depicting the areas for beautification at the entryway, as well as the road leading up to the school and the schoolyard. She added that a small retaining wall would also be proposed before planting.

COMMISSIONER PERSICHINA asked whether Ms. Pickett received a copy of the Entryway Beautification Guidelines. She stated that she briefly discussed this topic with the Community Services Director, and was not given a copy of the guidelines. She also stated the Community Services Director informed her she could come to the meeting and explain their request under Audience Items.

The COMMISSION stated they will review the guidelines as part of a future agenda, reiterating the fact that this would fall under the School District and suggested they go to the PVP School Board and request funds from them.

Mr. Greg Grammer, Administrative Analyst, was introduced to the COMMISSION. Mr.

Grammer will be attending PARK AND ACTIVITIES COMMISSION meetings as part of his on-going training to learn all aspects of the CITY'S COMMISSIONS and COMMITTEES.

ENTRYWAY BEAUTIFICATION FUNDING REQUESTS

CHAIRWOMAN CLEWIS distributed a chart she created showing a breakdown of funds disbursed among the HOAs that were requesting money. A lengthy discussion followed by the COMMISSION members regarding all five requests (Georgette Canyon HOA, Roanwood HOA, Rolling Hills Country Club Estates, Rollingwood HOA, and Strawberry Lane HOA).

In answer to an inquiry from COMMISSIONER ALLEN, the Community Services Director explained that from Sunnyfield Drive to the easterly City limits, under Phase II of the PVDN Reconstruction Project, sprinklers have been maintained by the City Maintenance Department. He further explained that all the HOAs having an entryway abutting PVDN are on a master controller for irrigation, and the irrigation lines can only be repaired/maintained by the City because of this fact. It was also noted that the City pays the water bill for all HOA entryway irrigation, but all other HOAs not abutting PVDN between Sunnyfield Drive and the easterly City limits must repair and maintain the irrigation at the HOA's cost.

CHAIRWOMAN CLEWIS inquired about the different fences pictured in Strawberry Lane HOA's submission. It was noted that the decorative fence costs would be borne by the HOA, and that the outside fencing abutting the trail would be maintained by the City. She also felt that clean up fees should not be included in the funding for the entryway beautification requests.

CHAIRWOMAN CLEWIS stated that when the Rollingwood HOA request was first brought to the COMMISSION, she personally talked to Mr. Rein. He informed her that the HOA was not requesting reimbursement for the sign under the Entryway Beautification funds.

COMMISSIONER PIERSON suggested giving full funding to all HOAs submitting requests except for Rolling Hills Country Club Estates, as they submitted a request and received money from this fund last year.

Andrew Rein, Rollingwood HOA representative, addressed the COMMISSION and presented overhead projection pictures to show the location of the proposed sign. COMMISSIONER ALLEN questioned whether the proposed sign could be curved to fit the area proposed. It was noted that the sign would be 3' x 6' with 6" x 6" posts. It was also noted that there is a question as to whether the sign would be on private or City easement.

The Community Services Director reviewed the staff report per written agenda material. He added that the Maintenance Superintendent reviewed the location and stated the sign may be on City property.

COMMISSIONER ALLEN inquired as to how many entryway signs does the Rollingwood area have. Mr. Rein stated they have one on Kingspine. Mr. Rein asked the COMMISSION to review whether the "No Overnight Parking" sign could be relocated.

COMMISSIONER PAGLIANO stated the amount requested is minimal and the street entrance is not seen well from Silver Spur Road.

COMMISSIONER PERSICHINA inquired whether the homeowner gave written approval. Mr. Rein stated he does not have written approval from the homeowner, but that the homeowner did agree verbally to allow installation of the sign on his property.

Ms. Marianne Marcott, Rolling Hills Country Club Estates Representative, addressed the COMMISSION. She clarified that the request is for replacement of the original street name signs that have been maintained for the last 30 years. The signs identify the four streets in the Country Club area and are located on either side of the entrance (facing north and south). She added that the Rolling Hills Country Club Estates HOA submittal met all guidelines and was also submitted in a timely manner. She stated the other HOA requests were not held to meet the guidelines, were submitted after the Country Club Estates request, and were still being considered. She felt that her HOA should not be penalized for utilizing the funds last year, and that the request is for a different part of the entryway from last year's request.

There being no further audience input, the COMMISSION discussed all five requests. The Community Services Director stated that according to his calculations, if each HOA is awarded 42% of their request, all five HOA requests could be funded, as follows:

Georgette Canyon HOA – Total Cost - \$2,940 (50% = \$1,470) @ 42% = \$1,234.80

Roanwood HOA – Total Cost - \$630 (50% = \$315) @ 42% = \$264.60

Country Club HOA – Total Cost - \$4,320 (50% = \$2,160) @ 42% = \$1,963.25

Rollingwood HOA – Total Cost - \$700 (50% = \$350) @ 42% = \$294.00

Strawberry Lane HOA – Total Cost – 2,900 (50% = \$1,450) @ 42% = \$1,218.00

COMMISSIONER ALLEN moved, seconded by COMMISSIONER PIERSON

TO APPROVE FUNDING, UNDER THE STREET ENTRYWAY BEAUTIFICATION PROGRAM, AS FOLLOWS: GEORGETTE CANYON HOA – NOT TO EXCEED \$1,234.80; ROANWOOD HOA – NOT TO EXCEED \$264.60; COUNTRY CLUB HOA – NOT TO EXCEED \$1,963.25; ROLLINGWOOD HOA – NOT TO EXCEED \$294.00; AND STRAWBERRY LANE HOA – NOT TO EXCEED \$1,218.00. IN ADDITION THE FOLLOWING STIPULATIONS SHOULD BE MET: 1) ALL HOAs MUST SUBMIT VALID RECEIPTS FOR APPROVAL BEFORE ANY FUNDING IS DISBURSED; 2) DAY LABORERS WILL NOT BE HIRED (I.E., STRAWBERRY LANE HOA); 3) ROLLINGWOOD HOA MUST SUBMIT WRITTEN LETTER OF APPROVAL BY THE HOMEOWNER (MR. ESPINOSA).

AYES: ALLEN, CLEWIS, PAGLIANO, PEKICH, PERSICHINA, PIERSON

ABSENT: VANDEN BOS

ADJOURN TO THE PEPPER TREE FOUNDATION ADVISORY BOARD MEETING

COMMISSIONER PIERSON moved, seconded by COMMISSIONER PAGLIANO

TO ADJOURN THE PARK AND ACTIVITIES COMMISSION MEETING TO THE PEPPER TREE FOUNDATION ADVISORY BOARD MEETING, THE TIME BEING 8:33 P.M.

THERE BEING NO OBJECTION, CHAIRWOMAN CLEWIS SO ORDERED.

TRACY AUSTIN DOUBLES TENNIS TOURNAMENT

AND THE 2003 HILLS ARE ALIVE RACE DEBRIEFING

The Community Services Director reviewed the staff memoranda per written materials. He added that the final accounting for both of these events might be available by the next meeting.

LAS AMIGAS HORSE SHOW REQUEST TO CHANGE DATE OF EVENT

The Community Services Director stated he received a request from Priscilla Regur to change the Las Amigas Horse Show date to the same date as the Tracy Austin Tennis Tournament. He stated that Tracy Austin has already set her schedule for next year and the third weekend in July has already been set aside for the tournament. In answer to an inquiry, the Community Services Director stated he has not received a response from Tracy Austin as to whether she would approve of the horse show being allowed at Ernie Howlett Park on the same day as the tennis tournament.

Ms. Regur addressed the ADVISORY BOARD and requested they consider allowing the horse show event to be held at Ernie Howlett Park on the same weekend as the tennis tournament. She added that the horse show was not given any alternative date by USA Equestrian, and if they do not hold the horse show on that weekend, they will lose their ratings.

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

TO ALLOW THE LAS AMIGAS HORSE SHOW EVENT TO BE MOVED TO THE SAME WEEKEND AS THE TRACY AUSTIN TENNIS TOURNAMENT (THIRD WEEKEND IN JULY), CONTINGENT UPON THE COMMUNITY SERVICES DIRECTOR OBTAINING APPROVAL FROM TRACY AUSTIN; AND THAT THIS EVENT DATE CHANGE WILL BE REVIEWED NEXT YEAR.

THERE BEING NO OBJECTION, CHAIRWOMAN CLEWIS SO ORDERED.

RECONVENE TO THE PARK AND ACTIVITIES COMMISSION MEETING

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

TO ADJOURN THE PEPPER TREE FOUNDATION ADVISORY BOARD MEETING AND RECONVENE THE PARK AND ACTIVITIES COMMISSION MEETING, THE TIME BEING 8:46 P.M.

THERE BEING NO OBJECTION, CHAIRWOMAN CLEWIS SO ORDERED.

CITY COUNCIL ACTIONS, SEPTEMBER 9, 2003

THERE BEING NO OBJECTION, CHAIRWOMAN CLEWIS ORDERED

THE CITY COUNCIL ACTIONS OF SEPTEMBER 9, 2003, RECEIVED AND FILED.

PLANNING COMMISSION MINUTES, MEETING OF SEPTEMBER 2, 2003

THERE BEING NO OBJECTION, CHAIRWOMAN CLEWIS ORDERED

THE PLANNING COMMISSION MINUTES, MEETING OF SEPTEMBER 2, 2003, RECEIVED AND FILED.

DIRECTOR'S ITEMS

George F Canyon Nature Center Budget – The Community Services Director stated the CITY COUNCIL postponed this item to their next meeting. He added that a subcommittee might be appointed which would include members of the CITY COUNCIL to help in resolving the budget issues.

PVDN HOA Entryway Irrigation Systems – This item was discussed under the Entryway Beautification item.

Day Laborers – The Community Services Director stated he misinformed the COMMISSION at the last meeting regarding the use of day laborers. The City does not use day laborers, but that in the past, day laborers were interviewed for part-time positions with the City, and the day laborers were pre-screened as to documentation. He added that the Strawberry Lane HOA informed him that they would not use day laborers in their entryway project.

City Celebration Debriefing, November 4, 2003 – The COMMISSION asked the Community Services Director to check the new restaurant, 727 for the Debriefing Dinner.

Chandler Preserve Trails – The Community Services Director stated that the Equestrian Committee would be reviewing this item at their September 22 meeting. COMMISSIONER ALLEN reiterated concern between dedicated trails vs. designated trails. COMMISSIONER ALLEN inquired whether the City could insure that any decision to "abandon or close" any acknowledged trails in the future, be reviewed by both the City and PVPLC agencies.

Public Workshop – Hesse Park – The Community Services Director distributed a copy of the notice of a public workshop at Hesse Park to explore alternative uses for several park sites in RPV. He stated he would most likely attend this meeting.

COMMISSION ITEMS

City Celebration Update - The members of the COMMISSION commended the Community Services Director for the success of the City Celebration at the Empty Saddle Club. It was noted that many attendees approved of moving the celebration back to the Empty Saddle Club. Suggestions for next year were:

1. No trick roper.
2. Have pony rides.
3. Keep the balloon person.
4. Order more food.

Peninsula Holiday Parade – COMMISSIONER PERSICHINA stated the subcommittee will be holding monthly meetings and the planning is going smoothly, and this year's theme will be a "holiday" theme. Any suggestions for a grand marshal should be given to the Community Services Director.

COMMISSIONER PERSICHINA stated that the COMMISSION is trying to follow the guidelines for entryway beautification funding. He requested the Community Services Director to not approve, *at the staff level (administratively)*, those requests not meeting the criteria, and to perhaps inform the COMMISSION of his actions and not encourage audience to show up and address the COMMISSION when clearly they are not eligible. He added that he personally did not feel comfortable with not only the request from Dapplegray School tonight, but also from the Strawberry Lane HOA's request that did not follow the guidelines. He added that the sprinkler maintenance matter confused the COMMISSION and no answers were available. In the future, it was the consensus of the COMMISSION that any guidelines should be followed before being brought before the COMMISSION for consideration.

The COMMISSION discussed the Dapplegray School request regarding the guidelines being strictly used for residential (City HOA) requests. It was suggested that if there is any "gray" area in any future requests to be brought before the COMMISSION, that staff brings to the COMMISSION a complete report and recommendation, and any pertinent background information included.

It was also suggested that the Community Services Director preview at a prior meeting, any matters that may have a "gray" area before they are included on a agenda requiring COMMISSION approval.

COMMISSIONER PERSICHINA requested the Community Services Director to agendize the contracts/agreements the City has with all sports leagues using City parks. He added that with the growing population of young people and many sports groups wishing to use the City's fields, the fee and overall agreements the City has with current leagues exclusively using the City's parks should be reviewed.

COMMISSIONER PEKICH inquired as to whether the City has received complaints regarding coyotes. The Administrative Analyst stated that the situation is being monitored by staff, in conjunction with the County Agricultural Department. He added that at this time no resolution to this problem exists. The City has been dealing with this subject using a "pubic education approach" and including articles in the City's Newsletter. The City is not undertaking any trapping at this time.

CHAIRWOMAN CLEWIS stated she noticed three new trash receptacles along PVDN. She inquired whether that subject should have been brought to the COMMISSION. She also reported a rail down at Rockbluff Park.

ADJOURNMENT

COMMISSIONER PIERSON moved, seconded by COMMISSIONER PAGLIANO

TO ADJOURN THE PARK AND ACTIVITIES COMMISSION MEETING, THE TIME
BEING 9:22 P.M.

THERE BEING NO OBJECTION, CHAIRWOMAN CLEWIS SO ORDERED

Respectfully submitted, Approved,

Ellen Shinkai Douglas R. Prichard

Minutes Secretary City Clerk