

MINUTES

PARK AND ACTIVITIES COMMISSION

JANUARY 21, 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 Conference Room, 4045 Palos Verdes Drive North, by CHAIRWOMAN CLEWIS.

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

COMMISSIONERS ABSENT: Vanden Bos

CITY STAFF PRESENT: Andy Clark, Community Services Director

PARK AND ACTIVITIES COMMISSION MINUTES, DECEMBER 3, 2002

COMMISSIONER PIERSON moved, seconded by COMMISSIONER PAGLIANO

TO APPROVE THE PARK AND ACTIVITIES COMMISSION MINUTES, MEETING OF DECEMBER 3, 2002, AS PRESENTED.

THERE BEING NO OBJECTION, CHAIRWOMAN CLEWIS SO ORDERED.

AUDIENCE ITEMS NOT ON THE AGENDA

None.

VIEW RESTORATION REQUEST FROM 4934 ROLLING MEADOWS ROAD

CHAIRWOMAN CLEWIS stated she visited the site and could not see a view due to fog. She suggested that the COMMISSION visit the site when the weather clears to ascertain what view Mr. Milligan had.

COMMISSIONER PIERSON stated he would like to get input from the owners of the property (Mr. and Mrs. McGuire). It was noted that Mr. and Mrs. McGuire no longer reside in the home and that it is rented out. The letter will be sent to the residence.

The Community Services Director reviewed the staff report per written agenda material. He summarized that if the COMMISSION approved the trimming of the tree, a letter would be sent to 4935 Rolling Meadows Road informing them of the request prior to any pruning. If no response is received within 10 days, the Community Services Director would set up trimming of the tree by the Maintenance Department, and Mr. Milligan would be charged \$42. If the COMMISSION did not approve trimming of the tree, it would be trimmed on the regular City tree cycle.

The COMMISSION questioned the cost to trim the tree. The Community Services Director stated that Mr. Milligan would be charged \$42 if the tree was trimmed by the City's Maintenance Department crew. Discussion ensued regarding the cost to trim the tree.

COMMISSIONER PERSICHINA inquired whether the tree in question was a replacement tree for one that was killed by overpruning. The Community Services Director stated that this Brazilian Pepper tree is the replacement tree. The COMMISSION questioned how much the tree would be pruned and to whose satisfaction. The Community Services Director stated that the tree would not be topped, and that the Maintenance Superintendent visited the site and stated he could prune the tree adequately.

COMMISSIONER PERSICHINA questioned whether the trimming would be adequate to restore the view. The COMMUNITY SERVICES DIRECTOR stated the Maintenance Superintendent stated for \$42, he

could trim it adequately.

If there is an objection by 4935 Rolling Meadows Road, this item will be brought back to the COMMISSION at the February 4th meeting.

CHAIRWOMAN CLEWIS asked Mr. Milligan if he would be content with the Maintenance Superintendent's suggested trimming. After some discussion, Mr. Milligan stated he would be content with the trimming suggested by the Maintenance Superintendent.

COMMISSIONER PIERSON moved, seconded by COMMISSIONER PAGLIANO

TO DIRECT THE COMMUNITY SERVICES DIRECTOR TO SEND CORRESPONDENCE TO 4935 ROLLING MEADOWS ROAD, INFORMING THEM OF POSSIBLE TREE TRIMMING. IF NO RESPONSE IS RECEIVED AFTER 10 DAYS, THE MAINTENANCE SUPERINTENDENT WILL REDUCE THE CROWN OF THE TREE AND LACE THE TREE OUT. MR. MILLIGAN WILL BE REQUIRED TO PREPAY \$42 BEFORE THE WORK IS COMMENCED.

AYES:Clewis, Pagliano, Pekich, Persichina, Pierson

ABSENT:Vanden Bos

ADJOURN TO PEPPER TREE FOUNDATION BOARD OF DIRECTORS MEETING

COMMISSIONER PERSICHINA moved, seconded by COMMISSIONER PAGLIANO

TO ADJOURN TO THE PEPPER TREE FOUNDATION BOARD OF DIRECTORS MEETING, THE TIME BEING 7:56 P.M.

THERE BEING NO OBJECTION, CHAIRWOMAN CLEWIS SO ORDERED.

PROPOSED PEPPER TREE FOUNDATION BYLAWS AMENDMENT

The Community Services Director reviewed the staff report per written material. Discussion ensued regarding the PARK AND ACTIVITIES COMMISSION being referred to as ADVISORY BOARD MEMBERS and the CITY COUNCIL referred to as BOARD OF DIRECTORS. The Community Services Director stated he would review the Bylaws document and clarify the difference in the entire Bylaws document.

It was noted that on Page 5, under "Chair" that Section 4.04 be changed to read: "The person who is elected SELECTED as Chair of the Park and Activities Commission...."

After some discussion, the BOARD MEMBERS suggested that the reference to "Secretary of the Board" (page 5) would refer to the Vice Chair of the Park and Activities Commission, and that the appointed person will change every year.

There being no further discussion, BOARD MEMBER PAGLIANO moved, seconded by BOARD MEMBER PEKICH

THAT THE COMMUNITY SERVICES DIRECTOR REVIEW THE BYLAWS DOCUMENT TO REFLECT THE CHANGES AS REQUESTED BY THE BOARD MEMBERS, AND RECOMMEND THE MEMBERS OF THE CORPORATION APPROVE THE BYLAWS AS MODIFIED.

THERE BEING NO OBJECTION, CHAIRWOMAN CLEWIS SO ORDERED.

PALOS VERDES PENINSULA GIRLS SOFTBALL LEAGUE

REQUEST FOR INCREASED FIELD RENOVATION FUNDS

The Community Services Director reviewed the staff report per written agenda material. In answer to an

inquiry, the Community Services Director stated the PVP Girls Softball League does not have an agreement with the City to use the fields, nor do they pay fees for the use of the fields as does AYSO and Little League/Pony League. It was noted that in previous years, the PVP Girls Softball League did not use Highridge for games, only for practice. The Community Services Director stated that in the future, if the fields require more intense maintenance, the subject of an agreement and fees would be brought to the COMMISSION for consideration.

Mr. Michael Tom, representing the PVP Girls Softball League, addressed the ADVISORY BOARD MEMBERS. He stated that if the ADVISORY BOARD did not approve the additional \$2,500 funds from the Pepper Tree Foundation (for cement work and upgraded fencing to the softball field at Highridge Park), that the PVP Girls Softball League was prepared to authorize an expenditure from their funds. He stated the League would drag and water the field and would leave it "game-ready" for whoever uses the field afterwards. He added that previously, the fields were only used for practice. Now that the fields are renovated, the League plans to use the fields on a regular basis for games.

It was noted that the PVP Girls Softball League would reimburse the Pepper Tree Foundation for the cement pad that will be installed after approval of a storage container is received.

Discussion ensued on the total requested from the Pepper Tree Funds. It was noted that in addition to the previous request of \$6,325.00, an additional \$2,500 would be needed, for a total request of \$8,675.00 (\$6,325 plus \$2,500 = \$8,825 - \$150.00 for the cement pad = \$8,675.00).

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

TO RECOMMEND THE BOARD OF DIRECTORS PROVIDE ADDITIONAL PEPPER TREE FUNDS FOR THE IMPROVEMENTS TO THE HIGHRIDGE PARK SOFTBALL FIELD OF \$2,500, THE TOTAL COST NOT TO EXCEED \$8,675.00.

AYES:Clewis, Pagliano, Pekich, Persichina, Pierson

ABSENT:Vanden Bos

The Community Services Director was requested to monitor the condition of the field and the use of the field by the PVP Girls Softball League; and if conditions warrant, to bring back for consideration by the ADVISORY BOARD the possibility of an agreement and annual fees.

Mr. Tom invited the ADVISORY BOARD MEMBERS to attend the Highridge Park Softball Field Dedication ceremony to be held on February 22, 2003, at 7:30 a.m. Mr. Tom stated the PVP Girls Softball League would like to thank the Pepper Tree Foundation and the City.

GEORGE F CANYON NATURE CENTER TERRARIUMS PURCHASE REQUEST

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

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

TO RECOMMEND TO THE BOARD OF DIRECTORS THE EXPENDITURE OF PEPPER TREE FOUNDATION FUNDS UP TO \$250.00, TO PROVIDE TWO ADDITIONAL TERRARIUM EXHIBITS AT THE GEORGE F CANYON NATURE CENTER.

AYES:Clewis, Pagliano, Pekich, Persichina, Pierson

ABSENT:Vanden Bos

AGREEMENT WITH EDUCATIONAL SPONSORSHIP PARTNERS

FOR TRACY AUSTIN DOUBLES TENNIS TOURNAMENT CONSULTING

The Community Services Director reviewed the staff report per written agenda material. He stated it is proposed that this be a one-year agreement to provide fundraising and marketing services for the 25th Annual Tracy Austin Doubles Tennis Tournament.

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

TO RECOMMEND THE BOARD OF DIRECTORS APPROVE THE ONE-YEAR AGREEMENT WITH EDUCATIONAL SPONSORSHIP PARTNERS TO PROVIDE FUNDRAISING AND MARKETING SERVICES FOR THE 25TH ANNUAL TRACY AUSTIN DOUBLES TENNIS TOURNAMENT.

AYES:Clewis, Pagliano, Pekich, Persichina, Pierson

ABSENT:Vanden Bos

THE HILLS ARE ALIVE RACE UPDATE (AUGUST 2, 2003)

The Community Services Director stated that Mr. Hogue has secured Volvo as the key sponsor again and is trying to get a two-year commitment. He will update the ADVISORY BOARD MEMBERS of the progress of the event.

RECONVENE TO PARK AND ACTIVITIES COMMISSION MEETING

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

TO RECONVENE THE PARK AND ACTIVITIES COMMISSION MEETING, THE TIME BEING 8:45 P.M.

THERE BEING NO OBJECTION, CHAIRWOMAN CLEWIS SO ORDERED.

CITY COUNCIL ACTIONS, NOVEMBER 26, 2002

THERE BEING NO OBJECTION, CHAIRWOMAN CLEWIS ORDERED

THE CITY COUNCIL ACTIONS OF NOVEMBER 26, 2002, RECEIVED AND FILED.

PLANNING COMMISSION MINUTES, MEETING OF DECEMBER 16, 2002

THERE BEING NO OBJECTION, CHAIRWOMAN CLEWIS ORDERED

THE PLANNING COMMISSION MINUTES, MEETING OF DECEMBER 16, 2002, RECEIVED AND FILED.

PLANNING COMMISSION MINUTES, MEETING OF JANUARY 6, 2003

THERE BEING NO OBJECTION, CHAIRWOMAN CLEWIS ORDERED

THE PLANNING COMMISSION MINUTES, MEETING OF JANUARY 6, 2003, RECEIVED AND FILED.

QUARTERLY CODE ENFORCEMENT REPORT

THERE BEING NO OBJECTION, CHAIRWOMAN CLEWIS ORDERED

THE QUARTERLY CODE ENFORCEMENT REPORT RECEIVED AND FILED.

QUARTERLY CALENDAR – PARKS ACTIVITIES

THERE BEING NO OBJECTION, CHAIRWOMAN CLEWIS ORDERED

THE QUARTERLY CALENDAR – PARKS ACTIVITIES RECEIVED AND FILED.

DIRECTOR'S ITEMS

State Budget Impacts – The Community Services Director stated the City Manager has asked him to look at the Community Services Department's budget and make suggestions for 5% or 10% operating cuts. Discussion ensued regarding the suggestion to cancel the City Celebration event after this year, and consider having the event at major milestones (i.e. 50th).

Ginsburg Donation to PVP Land Conservancy Update – The Community Services Director stated a PV stone boulder has been chosen and will be installed at the point behind the Little League fields where it merges with the trail off of Rolling Hills Road. The plaque for this boulder has been ordered.

COMMISSION ITEMS

Rolling Hills' 2000 Bond Act Per Capita Grant Funds Approved – CHAIRWOMAN CLEWIS stated she and the Community Services Director attended the City of Rolling Hills' City Council meeting. \$35,000 of their 2000 Bond Act Per Capita Grant Funds were approved to be given to Rolling Hills Estates for the Nature Center and Canyon.

Peninsula Holiday Parade Debriefing Update – COMMISSIONER PERSICHINA stated that next year, a more stringent review of entries (standards) will be initiated, and a change in the venue for the pre-parade VIP welcome will be considered.

ADA Subcommittee Meeting, January 28, 6:00 P.M. – The meeting will be held at City Hall.

Nature Center Subcommittee Meeting, January 29, at 7:00 P.M. – The meeting will be held at City Hall.

Park Assignments – CHAIRWOMAN CLEWIS handed out a new Park Assignments sheet, noting that the only change was that she will be assigned to Dapplegray Park and Nature Center, and COMMISSIONER PEKICH will be assigned George F Canyon and Nature Center.

FUTURE AGENDA ITEMS

Pepper Tree Foundation Annual Financial Report

Rolling Hills' 2000 Bond Act Per Capita Grant Fund

ADJOURNMENT

COMMISSIONER PERSICHINA moved, seconded by COMMISSIONER PAGLIANO

THAT THE MEETING BE ADJOURNED, THE TIME BEING 9:08 P.M.

THERE BEING NO OBJECTION, CHAIRWOMAN CLEWIS SO ORDERED

Respectfully submitted, Approved,

Ellen Shinkai Douglas R. Prichard

Minutes Secretary City Clerk