

MINUTES

PARK AND ACTIVITIES COMMISSION

MAY 7, 2002

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 VULLO.

COMMISSIONERS PRESENT:
Clewis, Pagliano, Pekich, Pierson,
Vanden Bos, Vullo

COMMISSIONER ABSENT:
Persichina

CITY STAFF PRESENT: Andy Clark, Community Services Director

PARK AND ACTIVITIES COMMISSION MINUTES, APRIL 16, 2002

COMMISSIONER VANDEN BOS moved, seconded by COMMISSIONER PIERSON

TO APPROVE THE PARK AND ACTIVITIES COMMISSION MINUTES, MEETING OF
APRIL 16, 2002, AS PRESENTED.

THERE BEING NO OBJECTION, CHAIRWOMAN VULLO SO ORDERED.

AUDIENCE ITEMS NOT ON THE AGENDA

None.

ADJOURN TO PEPPER TREE FOUNDATION BOARD OF DIRECTORS MEETING

COMMISSIONER CLEWIS moved, seconded by COMMISSIONER PAGLIANO

TO ADJOURN TO THE PEPPER TREE FOUNDATION BOARD OF DIRECTORS
MEETING, THE TIME BEING 7:32 P.M.

THERE BEING NO OBJECTION, CHAIRWOMAN VULLO SO ORDERED.

DEVELOPMENT OF PROJECTS/PROGRAMS FOR PEPPER TREE FOUNDATION FUNDRAISING EVENTS – The COMMUNITY SERVICES DIRECTOR explained that Michael Hogue requested projects/programs that would benefit from proceeds from the upcoming Tracy Austin Tennis Tournament. After some discussion, BOARD MEMBER PAGLIANO asked staff what types of projects and programs could benefit from Pepper Tree Foundation monies. BOARD MEMBER VANDEN BOS stated that the Nature Center has numerous projects that could be accomplished with Pepper Tree monies. He inquired whether staff had knowledge of any youth-oriented programs/materials that Pepper Tree Foundation monies could support.

Discussion ensued regarding whether Pepper Tree Foundation funds could be donated to non-profit organizations.

The following item was taken out of order.

PORTABLE ROLLER HOCKEY RINK – CHAIRWOMAN VULLO described the Border Patrol rink system for in-line roller hockey, street hockey and ice hockey. After some discussion, there was a concern of liability with the fact that the portable rink was only one to two feet high, and the concern of an object being hit over the panels. There was also concern that the system was attached by Velcro straps and someone tripping over the panels.

Staff was directed to look into similar systems to expand the opportunities for youth sports.

The COMMUNITY SERVICES DIRECTOR will provide a listing of recent expenditures from the Pepper Tree Foundation fund to assist Educational Sponsorship Partners in obtaining corporate sponsorships.

LAS AMIGAS HORSE SHOW COMMITTEE REQUEST FOR FOUNDATION FUNDING – Linda Arroyo, President of Las Amigas De Las Lomas distributed a letter dated May 7, 2002, and addressed the BOARD MEMBERS. She requested the Board consider donating \$7,100 to cover the costs of the L.A. County Sheriffs for the duration of the horse show and for renting 2-way radios. The BOARD inquired as to whether Pepper Tree Foundation funds could be granted to another non-profit organization benefiting an entity (hospital) outside the City. In answer to an inquiry, the COMMUNITY SERVICES DIRECTOR stated horse show fees and park use fees for horse shows totaled approximately \$850 per day of the horse show and \$250 per day during set-up and break-down periods.

Pam Schachter, Las Amigas De Las Lomas representative, explained that the only other charitable horse show held at Ernie Howlett Park was the Portuguese Bend Horse Show and that the Las Amigas show is much smaller in scope. It was noted that the fees for the Carriage Classic were not going to be waived effective this year; however, the event was moved to northern California.

BOARD MEMBER VANDEN BOS stated he was concerned with the issue of whether the Board could grant monies from the Pepper Tree Foundation fund to the Las Amigas Horse Show. Assuming this could be done, could the Board consider waiving fees since this subject was discussed at length in the past and fees were not going to be waived for the Carriage Classic. He also questioned what other events are held at the park whose organization could also ask for a waiver of fees.

In answer to an inquiry, the COMMUNITY SERVICES DIRECTOR stated that the fees from Las Amigas and Portuguese Bend Horse Shows go directly into the General Fund and not the Pepper Tree Foundation fund. The BOARD questioned why they were considering this item since it is not a Pepper Tree Foundation matter. The COMMUNITY SERVICES DIRECTOR stated he brought this to the Board because of its broad request and past history with the Carriage Classic.

The COMMUNITY SERVICES DIRECTOR was asked to bring back to the Board a copy of the rules/bylaws of the Pepper Tree Foundation and/or articles of incorporation, in addition to what expenditures were made from the Pepper Tree Foundation fund in the past years.

There being no further items for discussion, BOARD MEMBER VANDEN BOS moved, seconded by BOARD MEMBER PAGLIANO

TO RECONVENE TO THE PARK AND ACTIVITIES COMMISSION, THE TIME BEING 8:15 P.M.

THERE BEING NO OBJECTION, CHAIRWOMAN VULLO SO ORDERED.

It was noted that Las Amigas De Las Lomas would be informed as to the findings of the BOARD.

The following item was taken out of order.

CITY CELEBRATION EVENT CONSULTANT

The COMMUNITY SERVICES DIRECTOR reviewed the staff report per written agenda material. It was noted that the COMMISSION had two choices: to retain Conte Productions at the increased price, or try to scale down the City Celebration and have staff and the COMMISSION attempt to provide all venues for this event.

After some discussion, it was the consensus of the COMMISSION to have this item discussed and concluded at the Joint Meeting scheduled for May 21.

SILVER SPUR ROAD PARKWAY IMPROVEMENT

The COMMUNITY SERVICES DIRECTOR reviewed the staff report per written agenda material. The COMMISSION questioned the cost for the blueprints distributed to the COMMISSION and the costs for the contractor. Mr. Mendoza addressed the COMMISSION, and in answer to an inquiry stated that the drawings were taken from previous drawings from the commercial district project. After some discussion, Mr. Mendoza stated that the mobilization costs for Little Silver Spur would definitely be lowered from \$20,000 to \$5,000, as this was the cost estimated from the previous project.

COMMISSIONER PIERSON questioned the removal of the Pine trees and adding Jacaranda trees. Mr. Mendoza stated it was the intention to add the Jacarandas to provide some consistency and tie the project into the Silver Spur area. COMMISSIONER PIERSON and CHAIRWOMAN VULLO were in favor of adding ground cover only.

Mr. Mendoza felt that even just adding ground cover would only save \$7,500 out of the \$90,801 estimated cost.

COMMISSIONER PAGLIANO stated he would like to see some improvement. He inquired what amount is available to spend on this project. It was noted the project would still need irrigation and ground cover at the least.

The COMMUNITY SERVICES DIRECTOR stated COUNCIL is supportive of moving ahead with this project.

CHAIRWOMAN VULLO questioned why this project is still being reviewed if COUNCIL was supportive of completing this project in the past.

Mr. Mendoza offered the following changes to the project:

Line Item 1 – Mobilization would most likely be \$5,000 (not \$20,000)

Line Item 2 – Could be deleted if no removal of trees (save \$8,500)

Line Item 3 – Soil Prep & Fine Grading – Could be less than \$4,350 if less landscaping.

Line Item 4 – Mulch – Could be provided by City (save \$8,700)

Line Item 5 – Groundcover could be reduced.

Line Item 6 - Replace 5 gallon shrubs with 1 gallon shrubs

Line Item 7 - If only 5 trees removed and replaced with only 4 or 5 Jacarandas (save

approximately \$3,900.) Pruning remaining trees can be accomplished under the City's Tree Trimming Contract.

Line Item 8 - Irrigation (Mr. Mendoza will go through the plan more closely and

quantify the materials to obtain a closer quote)

Line Item 9 – Landscape Maintenance (remains the same)

It was the consensus of the COMMISSION that the proposed Alternate Bid Item A remain as proposed.

COMMISSIONER VANDEN BOS inquired whether the drawings depict the area as it actually is, as he measured 3' to 4-1/2' in some of the areas that actually state 8'. Mr. Mendoza stated the design is flawed and V2C used the drawings that another consultant made from the previous project (which included the Silver Spur Median Project and the Levitt Property Project). He stated he drove the area and the design will fit into the area proposed.

COMMISSIONER VANDEN BOS inquired whether V2C stopped to actually measure the area curb-to-curb while driving the area. Mr. Mendoza stated he did not measure the area, but relied on drawings provided by a landscape architect previously used by the City.

Mr. Jeff Mangarpan stated he would prefer landscaping the area to improve visibility from Silver Spur Road to Little Silver Spur Road. He added that trimming up the trees to improve visibility of Little Silver Spur, placing shrubs intermittently throughout the area and adding ground cover would be a good solution. He stated he would also be in favor of removing up to 5 Pine trees and adding some Jacarandas to the area.

COMMISSIONER PEKICH stated he was not happy with the design as submitted and suggested using one gallon shrubs in place of the five gallon shrubs proposed.

Mr. Mangarpan encouraged the COMMISSION to clean up this area and add some landscaping. He added the business owners in this area have no identity at this time, and they would appreciate any project that would attract business to Little Silver Spur.

Mr. Mendoza stated he will immediately revise the estimates per the COMMISSION'S direction, and will have them ready for the Joint Meeting with COUNCIL.

COMMISSIONER VANDEN BOS moved, seconded by COMMISSIONER PAGLIANO

TO DISCUSS THIS ITEM AT THE JOINT CITY COUNCIL/PARK AND ACTIVITIES COMMISSION MEETING, TO BE HELD MAY 21.

THERE BEING NO OBJECTION, CHAIRWOMAN VULLO SO ORDERED

The estimate for the Silver Spur Road Improvement Project, Phase II was approved to be considered, with no additions or corrections, with the revised Little Silver Spur estimate.

JOINT CITY COUNCIL/COMMISSION MEETING TOPICS

The following topics will be discussed at the upcoming Joint Meeting:

1. Use of LA County Park and Open Space District Discretionary Grant funds (\$80,000) for the proposed Municipal Stables relocation project versus ADA compliance project(s).
2. Provide budget limits on projects discussed by the Commission.
3. On projects being reviewed by the Commission for recommendation to Council for approval, provide explicit direction to the Commission regarding any opposing or supporting comments by Council and clear recommendation choices (i.e., use of grant funds to stables versus ADA compliance; Westfield POA beautification project; and contract services for Tracy Austin Tennis Tournament, etc.)
4. Develop a formal orientation program for new Commission members and one for Committee members.

5. Pepper Tree Foundation – bylaws, spending funds on other non-profit organizations events, etc.
6. City Celebration Contractor – Council's direction on whether to approve Conte Productions' proposal at a high management fee increase or scaling event down and City staff and officials handling the event .
7. Silver Spur Road Projects – Council's direction and preference regarding budget for projects, and scaling down project as proposed by the Commission.

MATTERS OF INFORMATION

None.

DIRECTOR'S ITEMS (VERBAL REPORT)

The COMMUNITY SERVICES DIRECTOR updated the COMMISSION on the following items:

Joint City Council/Commission Meeting - Scheduled for May 21, at 6:00 p.m.

City Council Budget Study Session – Scheduled for June 5.

Municipal Stables Design/Engineering Services Consultant – COMMISSIONER PIERSON questioned whether the relocation will be realized, as there were several protests against the golf course.

Contract Cities Conference – Scheduled for May 30 to June 2, 2002. COMMISSIONERS CLEWIS, PEKICH AND PERSICHINA will attend.

Frank Rutkosky Plaque Ceremony – Held May 6 and was attended by many past and present Council and Commission members.

COMMISSION ITEMS

Mayor's Ride – Was held May 4 and 22 riders participated.

Tracy Austin Tennis Tournament Subcommittee Meeting – Scheduled for either May 14 or 16.

The Hills Are Alive Subcommittee Meeting – Meeting date to be announced.

Holiday Party – Scheduled for December 5 at the Rolling Hills Country Club.

Nature Center Subcommittee Meeting – The new computer is installed. The subject of volunteers was discussed. Hiring part-time positions, using General Funds, for weekends was discussed.

Upcoming Meetings – The June 4 meeting is cancelled, due to the upcoming Budget Study Session. The June 18 meeting is cancelled due to no quorum.

FUTURE AGENDA ITEMS

ADA Transition Plan

Park Visitation Schedule

ADJOURNMENT

THERE BEING NO OBJECTION, CHAIRWOMAN VULLO ORDERED
THAT THE MEETING BE ADJOURNED, THE TIME BEING 9:45 P.M.

Respectfully submitted, Approved,

Ellen Shinkai Douglas R. Prichard

Minutes Secretary City Clerk