

## MINUTES

### PARK AND ACTIVITIES COMMISSION

FEBRUARY 6, 2001

A regular meeting of the Park and Activities Commission of the City of Rolling Hills Estates was called to order at 7:32 p.m., in the City Hall Council Chambers, 4045 Palos Verdes Drive North, by VICE CHAIRMAN PAGLIANO.

COMMISSIONERS PRESENT: Clewis, Frantz, Pagliano, Pekich, Vullo

COMMISSIONERS ABSENT: Persichina, Pierson

CITY STAFF PRESENT: Andy Clark, Community Services Director

### PARK AND ACTIVITIES COMMISSION MINUTES, JANUARY 16, 2001

COMMISSIONER FRANTZ moved, seconded by COMMISSIONER PEKICH

TO APPROVE THE MINUTES OF THE MEETING OF JANUARY 16, 2001, AS PRESENTED

THERE BEING NO OBJECTION, VICE CHAIRMAN PAGLIANO SO ORDERED.

### REORGANIZATION OF PARK AND ACTIVITIES COMMISSION

VICE CHAIRMAN PAGLIANO was appointed CHAIRMAN and COMMISSIONER FRANTZ was appointed VICE CHAIRMAN.

### AUDIENCE ITEMS NOT ON THE AGENDA

None.

### SILVER SPUR LITTLE LEAGUE FIELD USAGE REQUESTS

The COMMUNITY SERVICES DIRECTOR reviewed the Memorandum dated February 6, 2001, per written material.

COMMISSIONER FRANTZ inquired whether the MAINTENANCE SUPERINTENDENT had completed the additional work on the fields, and whether this work was satisfactory. The COMMUNITY SERVICES DIRECTOR stated that the work was completed to staff's satisfaction.

COMMISSIONER FRANTZ inquired whether staff's recommendation to deny the banner request from the Little League was based on the assumption the banners would not be removed after the last game of each day, and if they were taken down each day whether staff would have a problem. The COMMUNITY SERVICES DIRECTOR answered that staff would not have a problem with the banners if, after the last game of each day, the banners were completely removed.

COMMISSIONER CLEWIS asked what guarantee the City would have that the

banners would be taken down each day.

Mr. Tom Draffen, President of Silver Spur Little League, addressed the COMMISSION. He explained that the Little League needs to increase funds to replace equipment, pitching machines, etc. Participant activity has increased and the Little League has to outfit an additional five teams; therefore, more business and personal donations have been raised by insuring banner advertisements (3'x5' banners) to be attached to the outfield fencing. He noted that there was a problem last year with the changing of personnel in the Little League organization, and the signs were not taken down in a timely manner. Mr. Draffen stated the snack shack coordinator is in charge of assuring the signs will be put up and taken down each day.

Mr. Draffen stated he has been working with the COMMUNITY SERVICES DIRECTOR and the MAINTENANCE SUPERINTENDENT, together with COMMISSIONER FRANTZ regarding the field maintenance of the infield and outfield (vandalism).

Discussion ensued regarding the increase in games and practices held at Ernie Howlett due to the increase in teams. Mr. Draffen stated the perimeter security fencing needs to be increased to keep people off the fields during off-season. He added that he has met with the MAINTENANCE SUPERINTENDENT regarding securing the snack shack area, the Maintenance Yard area, and the other entrances to the park by installing telephone poles in certain strategic places.

Mr. Draffen stated that if the Little League were to request and pay for additional turf maintenance, that the Little League Board would have to have input on what company would maintain the fields.

COMMISSIONER CLEWIS stated that if the COMMISSION were to direct staff to move forward with the security measures discussed, that this item would be brought back to the COMMISSION for review.

COMMISSIONER FRANTZ questioned that if the Little League wanted to go in and totally re-sod the field, would the City have a problem with that.

Mr. Draffen stated that if the Little League did decide that they would re-sod at their expense, that the park would have to have more security measures taken to ensure the vandalism that had occurred would not occur again, and that the Little League would want to have a hand in choosing the contractor.

COMMISSIONER FRANTZ stated that the current contractor, BMC, should be given a chance first before any change is suggested. He would not be willing to approve a change without giving BMC a chance to maintain the fields.

Mr. Draffen stated he was unaware that BMC maintained the field last year, as he thought another company maintained the fields. He would not have a problem with giving BMC a chance to maintain the fields. Mr. Draffen distributed photos taken of the fields, noting the condition.

COMMISSIONER VULLO stated she visited the park and the fields did not look as bad as they do in the pictures.

It was noted that the Maintenance Department has been working on the fields, and the fields are improved.

In answer to an inquiry, it was stated that AYSO uses the outfield of the Pony and Little League fields, but not the infields.

COMMISSIONER FRANTZ stated that the weather must cooperate in order for the fields to be ready for baseball season, as everything has been done that could be done by the City. Opening Day for baseball is Saturday, March 3. He added that the security issue will be dealt with at a future meeting of the Park and Activities Commission. Regarding signage, it was his opinion that the banners be limited to eight (8); if the signs were left up, that the banners not be allowed at all.

COMMISSIONER CLEWIS stated that there has to be a consequence if the banners were not taken down, i.e., have the banners confiscated and charge the Little League for the cost of taking them down.

After some discussion, COMMISSIONER VULLO moved, seconded by COMMISSIONER PEKICH

THAT THE SILVER SPUR LITTLE LEAGUE BE ALLOWED TO PLACE BANNERS ON THE OUTFIELD FENCING (3' X 5' BANNERS); THAT THESE BANNERS BE TAKEN DOWN AFTER THE LAST GAME OF EACH DAY; AND THAT IF THE BANNERS WERE NOT TAKEN DOWN AFTER THE LAST GAME OF EACH DAY, THAT THE SILVER SPUR LITTLE LEAGUE BE CHARGED \$300 ANY TIME THE BANNERS ARE NOT TAKEN DOWN, TO COVER CITY MAINTENANCE AND ADMINISTRATIVE TIME.

AYES: Clewis, Frantz, Pagliano, Pekich, Vullo

ABSENT: Persichina, Pierson

The COMMISSION agreed with the recommendation of staff that found Ernie Howlett Park sportsfields safe and adequate for baseball play, and that any additional turf maintenance costs be paid for by the Silver Spur Little League, under the supervision of the MAINTENANCE SUPERINTENDENT.

The COMMISSION directed staff to investigate and report back regarding the security measures that should be taken at the park to deter vandalism of the fields at Ernie Howlett Park.

Mr. Ed Querol, Silver Spur Little League coach, reiterated the growing concerns from other coaches and parents regarding the safety of the fields. He stated he appreciated the COMMISSION'S cooperation.

### **AYSO AGREEMENT**

The COMMUNITY SERVICES DIRECTOR reviewed the staff report dated February 6, 2001, per written material. After some discussion, the COMMUNITY SERVICES DIRECTOR stated that in discussing this agreement with the ASSISTANT CITY MANAGER, it was staff's opinion that an agreement gave AYSO more power versus having them renew annually for a permit. The COMMUNITY SERVICES DIRECTOR

stated that the arrangement to have AYSO fill out a permit every year has worked well.

After some discussion, it was the consensus of the COMMISSION that staff ask the City Attorney his opinion on whether a permit or agreement was needed. The COMMUNITY SERVICES DIRECTOR stated he will check with the City Attorney and report back at the next meeting. He added that all insurance and mandatory items were contained in the permit process.

### **ADJOURN TO PEPPER TREE FOUNDATION BOARD OF DIRECTORS MEETING**

COMMISSIONER CLEWIS moved, seconded by COMMISSIONER VULLO

TO ADJOURN TO THE PEPPER TREE FOUNDATION BOARD OF DIRECTORS MEETING, THE TIME BEING 8:16 P.M.

THERE BEING NO OBJECTION, CHAIRMAN PAGLIANO SO ORDERED.

### **2001 CROSS COUNTRY RUN**

The COMMUNITY SERVICES DIRECTOR reviewed the staff report per written material. He added that for a number of years, the race has been very demoralizing as far as number of participants and the loss of revenue.

Mr. Michael Hogue addressed the BOARD MEMBERS regarding his background and his company. He reviewed a proposed Memorandum of Agreement between the City of Rolling Hills Estates and Educational Sponsorship Partners. He stated he reviewed handling the Cross Country Run as a business opportunity. He reviewed the reasons for changing the date, potential sponsors, advertising strategies, and the fact that the main target would be high school track runners, and perhaps also targeting elementary schools. He stated he has contacted numerous high school track coaches, and they unanimously have stated that August 4 would be an ideal day for the run to be held so that their school's track members could participate.

BOARD MEMBER CLEWIS stated her concerns: 1) changing the date after noting it on the City calendar; 2) notifying previous participants of the date change; and 3) whether the trails could handle 500+ runners.

Mr. Hogue stated that the Cross Country Run's numbers were not large, and encouraged the COMMISSION to change the date, as the race would probably have at least the same number of runners attend if they changed the date.

In answer to an inquiry, Mr. Hogue stated it was not his intention to accept handling this event to not have it successful. He would devote his time to this event to make a profit with an increase in participants and sponsorship dollars.

BOARD MEMBER FRANTZ suggested having a subcommittee similar to that of the Parade or City Celebration Subcommittees, to review the race course, insurance, t-shirts, volunteers, potential safety issues, etc.

BOARD MEMBER VULLO stated she would be in favor of Mr. Hogue handling the Cross Country Run, and suggested the City notify the runners from last year of the

date change.

BOARD MEMBER FRANTZ stated that in addition to notifying schools, how did Mr. Hogue intend to advertise to attract adults, as only high school runners have been mentioned.

Mr. Hogue stated he intends to have some type of advertisement in running shops, notifying various running clubs, and utilizing the Daily Breeze as a promotional sponsor..

BOARD MEMBER FRANTZ asked whether the compensation package percentage was negotiable. Mr. Hogue stated that the percentages may be negotiable.

After some discussion, BOARD MEMBER FRANTZ moved, seconded by BOARD MEMBER VULLO

TO RECOMMEND TO THE CITY COUNCIL: 1) TO CHANGE THE DATE OF THE CROSS COUNTRY RUN FROM APRIL 29 TO AUGUST 4, 2001; 2) REVIEW AND APPROVE THE AGREEMENT BETWEEN THE CITY OF ROLLING HILLS ESTATES AND EDUCATIONAL SPONSORSHIP PARTNERS WITH ANY MODIFICATIONS REGARDING COMPENSATION/RETAINER FEES; AND 3) APPOINT A MEMBER OF CITY COUNCIL TO THE SUBCOMMITTEE IF DEEMED NECESSARY.

AYES: Clewis, Frantz, Pagliano, Pekich, Vullo

ABSENT: Persichina, Pierson

It was recommended that a subcommittee be appointed from the BOARD MEMBERS to discuss issues regarding feasibility of items on the Agreement and aspects of the race, and that the COMMUNITY SERVICES DIRECTOR, Mr. Hogue and a member of the running community be added to the subcommittee.

BOARD MEMBERS volunteering to serve on the subcommittee were: BOARD MEMBERS CLEWIS, PEKICH and VULLO.

It was noted that if the CITY COUNCIL approves the date change and agreement, that notices will be sent to last year's race participants notifying them of the date change.

This item will be included on the next agenda.

### **RECONVENE TO PARK AND ACTIVITIES COMMISSION MEETING**

BOARD MEMBER FRANTZ moved, seconded by BOARD MEMBER CLEWIS

TO ADJOURN THE PEPPER TREE FOUNDATION BOARD OF DIRECTORS MEETING AND RECONVENE TO THE PARK AND ACTIVITIES COMMISSION MEETING, THE TIME BEING 8:54 P.M.

THERE BEING NO OBJECTION, CHAIRMAN PAGLIANO SO ORDERED.

### **CITY COUNCIL ACTIONS, MEETING OF JANUARY 23, 2001**

THERE BEING NO OBJECTION, CHAIRMAN PAGLIANO ORDERED

THE CITY COUNCIL ACTIONS, MEETING OF JANUARY 23, 2001, RECEIVED AND FILED.

### **PLANNING COMMISSION MINUTES, MEETING JANUARY 16, 2001**

THERE BEING NO OBJECTION, CHAIRMAN PAGLIANO ORDERED

THE PLANNING COMMISSION MINUTES, MEETING OF JANUARY 16, 2001, RECEIVED AND FILED.

### **DIRECTOR'S ITEMS**

A. Quarterly Code Enforcement Report – Received and filed.

B. Council, Commission and Committee Assignments – Received and filed.

C. Planning Commission Vacancy - The COMMUNITY SERVICES DIRECTOR stated that there is a vacancy in the Planning Commission, and if any PARK AND ACTIVITIES COMMISSIONER was interested, to call the Deputy City Clerk.

D. Highridge Park Vandalism – The COMMUNITY SERVICES DIRECTOR stated the maintenance garage at Highridge Park was vandalized. Regarding the Howlett Park vandalism of the fields, the COMMUNITY SERVICES DIRECTOR updated the COMMISSION, stating that the MAINTENANCE SUPERINTENDENT managed to take a picture of the vehicle and license plate. The Sheriff's Department is investigating this suspect.

E. Nature Center Naturalist Vacancy – The COMMUNITY SERVICES DIRECTOR stated that the Naturalist, Mary Mitchell, will be relocating with her family, and that her position will soon be vacant.

### **COMMISSION ITEMS**

COMMISSIONER CLEWIS stated she will not be attending the March COMMISSION meetings, as she will be in Alaska. It was noted that the second meeting in March would be cancelled due to the Community Services Director's vacation. She would like staff to look into clean up of the section between the Church and MWD, along the fencing on PVDN/PVDE. She asked for staff to look into clean up of the erosion area on PVDE at the entrance of the water company, just passed George F Canyon.

COMMISSIONER CLEWIS brought a sample of the insects that are invading various trees and bushes in her area. The COMMUNITY SERVICES DIRECTOR will give the sample to the MAINTENANCE SUPERINTENDENT.

COMMISSIONER VULLO asked the COMMUNITY SERVICES DIRECTOR what measures can be taken for dogs off their leash at Ernie Howlett Park and George F Canyon. She requested the COMMUNITY SERVICES DIRECTOR to check the deep ruts in the Silver Spur Road parkway.

COMMISSIONER PEKICH asked the COMMUNITY SERVICES DIRECTOR to check

into the clean up/maintenance of the area on PVDE between PVDN and the RPV city limits (fence painting, clean up, etc.)

### **FUTURE AGENDA ITEMS**

Cross Country Run Date for 2002

AYSO Soccer Agreement

Howlett Park Security Issues

### **ADJOURNMENT**

COMMISSIONER FRANTZ moved, seconded by COMMISSIONER VULLO

THAT THE MEETING BE ADJOURNED, THE TIME BEING 9:25 P.M.

THERE BEING NO OBJECTION, CHAIRMAN PAGLIANO SO ORDERED.

Respectfully submitted, Approved,

Ellen Shinkai Douglas R. Prichard

Minutes Secretary City Clerk