

**MEMORANDUM**



**RANCHO PALOS VERDES**

**TO: RANCHO PALOS VERDES CITY COUNCIL**  
**FROM: CAROLYNN PETRU, ACTING CITY MANAGER**   
**DATE: FEBRUARY 5, 2014**  
**SUBJECT: ADMINISTRATIVE REPORT NO. 14-05**

**I. CITY MANAGER AND DEPARTMENT REPORTS (See Attachments)**

- **CITY MANAGER – PAGE 5**
  - Reality TV in RPV
- **FINANCE & IT – No report this week**
- **PUBLIC WORKS – PAGE 6**
  - Shredding & HHW/E-Waste Events
  - Permit Report
  - Excavation/Traffic Control/Drainage Plans Received for Review – January 2014
- **COMMUNITY DEVELOPMENT – PAGE 9**
  - Department Activity Reports
  - Planning Commission Agenda
  - Applications of Note
- **RECREATION & PARKS – PAGE 22**
  - Los Serenos de Point Vicente Welcomes Newest Members
  - Park Events

**II. CORRESPONDENCE AND INFORMATION RECEIVED (See Attachments)**

- A. Tentative Agendas – PAGE 25**
- B. Channel 33 Programming Schedule – PAGE 29**
- C. Channel 35 Programming Schedule – PAGE 30**
- D. Crime Report – PAGE 31**
- E. Miscellaneous – PAGE 33**

# February 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3 12:00 pm—3:00 pm— Stormwater MS4 Working Group Meeting—Downtown (Knight)	4 7:00 pm—City Council Meeting @ Hesse Park—	5	6 6:00 pm—LCC General Mem- bership Meeting @ Luminarias Restaurant, Monterey Park (Campbell)	7	8 8:15 am—RPV Preserve Hike— Families Welcome Contact <a href="mailto:b.camp@cox.net">b.camp@cox.net</a> for each month starting location (Campbell)
9	10 12:00 pm—SBCCOG Steering Committee @ Torrance Office (Knight)  6:30 pm—CC Infrastructure Workshop @ PVIC  6:00 pm—Northwest San Pedro Neighborhood Council @ Peck Park, San Pedro (Fox)	11 7:00 pm—Planning Com- mission Meeting @ Hesse Park	12 1:00 pm—3:00 pm Oversight Board Meeting—Community Room	13 8:00 am—Regional Law En- forcement Committee Meeting— RH City Hall (Brooks/Misetich)	14	15
16	17 Clean up Day—Tentative	18 7:00 pm—City Council Meeting @ Hesse Park	19 12:00 pm—Mayor's Lunch @ The Depot (Brooks)  1:30 pm—Sanitation District Meeting (Brooks)  7:30 pm—CHOA Meeting @ Hesse Park Fireside Room (Brooks)	20 10:00 am—Coffee with the Councilwoman—Starbucks @ Golden Cove (rain cancels) (Brooks)  7:00 pm—EPC Meeting— Community Room	21	22
23	24 7:00 pm—Traffic Safety Meeting @ City Hall Com- munity Room	25 7:00 pm—Planning Com- mission Meeting @ Hesse Park	26 1:00 pm—Oversight Board Meeting @ Community Room  7:00 pm—Finance Advisory Committee Meeting @ Commu- nity Room	27	28 7:30 am—Mayor's Break- fast @ Coco's (Duhovic/ Campbell)  8:45 am—2:30 pm SBCCOG 15th Annual General Assembly @ Car- son Community Center, Carson, CA (Pfof)	

# March 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1  10:00 am—4:00 pm—Whale of a Day @ PVIC
2	3	4  7:00 pm—City Council Meeting @ Hesse Park	5	6	7	8  8:15 am—RPV Preserve Hike—Families Welcome Contact <a href="mailto:b.camp@cox.net">b.camp@cox.net</a> for each month starting location (Campbell)
9	10  6:00 pm—Northwest San Pedro Neighborhood Council @ Peck Park, San Pedro (Fox) TENTATIVE	11  7:00 pm—Planning Commission Meeting @ Hesse Park	12	13  7:00 pm—Vector Control Board Meeting - Culver City (Sala)	14	15
16	17	18  7:00 pm—City Council Meeting @ Hesse Park	19  12:00 pm—Mayor's Lunch @ The Depot ( Missetich)  1:30 pm—Sanitation District Meeting (Missetich)  7:00 pm—Finance Advisory Committee Meeting @ Community Room	20  10:00 am—Coffee with the Councilwoman—Starbucks @ Golden Cove (rain cancels) (Brooks)  7:00 pm—EPC Meeting—Community Room	21	22
23	24  7:00 pm—Traffic Safety Meeting—Community Room	25  7:00 pm—Planning Commission Meeting @ Hesse Park	26	27  6:00 pm—9:00 pm—SBCCOG Board Meeting @ SBESC Conference Room (Knight)	28  7:30 am—Mayor's Breakfast @ Coco's (Duhovic/Brooks)	29
30	31					

# April 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 <i>7:00 pm—City Council Meeting @ Hesse Park</i>	2	3	4	5
6	7	8 <i>7:00 pm—Planning Commission Meeting @ Hesse Park</i>	9	10	11	12 <i>8:15 am—RPV Preserve Hike—Families Welcome Contact <a href="mailto:b.camp@cox.net">b.camp@cox.net</a> for each month starting location (Campbell)</i>
13	14	15 <i>7:00 pm—City Council Meeting @ Hesse Park</i>	16 <i>12:00 pm—Mayor's Lunch @ The Depot (Brooks)</i> <i>1:30 pm—Sanitation District Meeting (Brooks)</i>	17	18	19
20	21 <i>7:00 pm—Traffic Safety Commission @ Community Room</i>	22 <i>7:00 pm—Planning Commission Meeting @ Hesse Park</i>	23 <i>Time TBA—Restoration Advisory Board Meeting, defense Fuel Support Point—San Pedro (Fox)</i>	24 <i>4:00 pm—PV Transit Meeting @ RHE (Brooks)</i>	25 <i>7:30 am—Mayor's Breakfast @ Coco's (Duhovic/Misetich)</i>	26 <i>9:00 am—12:00 pm—Paper/Document/E-Waste Shredding Event @ City Hall</i>
27	28	29 <i>7:00 pm—City Council Meeting @ Hesse Park TENTATIVE</i>	30 <i>7:00 pm—Finance Advisory Committee Meeting @ Community Room</i>			



# RANCHO PALOS VERDES

## MEMORANDUM

**TO: HONORABLE MAYOR AND CITY COUNCIL**  
**FROM: CAROLYNN PETRU, ACTING CITY MANAGER**  
**DATE: FEBRUARY 5, 2014**  
**SUBJECT: WEEKLY ADMINISTRATIVE REPORT**

*CP*  
*CP*

### REALITY TV IN RPV



Fans of FOX reality television shows will have a couple of opportunities to see Rancho Palos Verdes on the small screen in the coming weeks and months. Last week, crews from "American Idol" spent two (2) days at the Terranea Resort filming scenes to be included in upcoming "Hollywood Week" episodes of the 13<sup>th</sup> season of "American Idol." These segments are expected to air within the next week or so.

Meanwhile, this week the cast and crew of the 5<sup>th</sup> season of the cooking competition show "MasterChef" are expected to spend two (2) days on the beach at the private Portuguese Bend Club filming a team competition for the series. This segment is expected to air in late spring or early summer (the series' season premiere is scheduled for May 2014).



MasterChef

TO: CAROLYN LEHR, CITY MANAGER  
 FROM: MICHAEL W. THRONE, DIRECTOR OF PUBLIC WORKS   
 DATE: FEBRUARY 5, 2014  
 SUBJECT: WEEKLY ADMINISTRATIVE REPORT

**NEXT SHREDDING AND HHW/E-WASTE EVENTS**

Mark your calendars! The City’s next free paper/document shredding event for RPV residents is scheduled for Saturday, April 26<sup>th</sup> from 9 am to noon. Additionally, the annual household hazardous waste/e-waste (HHW/E-Waste) roundup in RPV is scheduled for Saturday May 10, 2014 from 9 am to 3 pm. Both events will be held at RPV Civic Center area. The neighboring Peninsula cities have already been notified of the HHW roundup event. Outreach to residents will begin shortly and will include: billing inserts, website information, list server announcements, press releases, etc.

**PUBLIC WORKS PERMIT REPORT**

The Public Works Department is responsible for control of work performed within the City Public “Rights of Way”. An Encroachment Permit is required to insure that any applicant working in our streets or parkways is properly licensed, insured and in compliance with the NPDES requirements.

The following is the Public Works Permit Activity Report for the month of January 2014.

**2014 January**

California Water Service	2
The Gas Company	2
So Calif Edison	11
Verizon	1
AT & T	1
Asplundh	1
Crown Castle	3
Miscellaneous	10
<b>TOTAL</b>	<b>31</b>

**PUBLIC WORKS - EXCAVATION/TRAFFIC CONTROL/DRAINAGE PLANS  
RECEIVED FOR REVIEW – JANUARY 2014**

The Public Works Department is responsible for control of work performed within the City Public "Rights of Way". A review of Excavation, Traffic Control and Drainage is required to insure that any applicant working in our streets or parkways is in compliance with the City and State Standards. The following are the plans received for review and approval for the month.

**Excavation/Grading/Maintenance Review:**

1904 MacArthur – Driveway Approach  
5601 Crestridge Rd – Street Improvement  
Blackhorse & Hawthorne – Design Work  
PVDE w/s 295' s/o Clevis – SCE relocate Facility  
30905 Marne – Driveway Approach  
Crest e/o Crenshaw - SCE Vault excavation  
3226 Dianora – remove/replace Driveway approach, Mailbox  
5531 Seaside Heights – remove/replace parkway, Hauling  
3808 PV Dr East – Gas Anode  
Sparta 110' w/o Enrose – remove/replace SCE pole

**Traffic Control Plan Review:**

27959 PVDE – Bouchard for AT&T  
Hawthorne @ Crest – SCE Vault Maintenance  
5755 PV Dr West – Gas Cathodic Protection  
6' w/e Silver Spur @ Silver Arrow - Gas Cathodic Protection  
Palos Verdes Drive East @ Clevis – SCE cable work  
Crest @ Whitley Collins – SCE Vault maintenance  
Hawthorne Blvd s/o Vallon – SCE Vault maintenance  
Hawthorne @ Indian Valley – SCE Vault maintenance  
28143 Crenshaw Blvd - SCE Vault maintenance  
Crest @ LaCroix - SCE Vault maintenance  
Crest @ Anacapa - SCE Vault maintenance  
Crest e/o Crenshaw - SCE Vault maintenance  
Hawthorne @ Blackhorse – AT&T cable  
3808 PV Dr East – Gas Anode  
2869 Calle Aventura – AT&T Hill Crane pole replacement

## **Drainage Review:**

19 Cinnamon Ln – LME, Grading, Drainage, Hydrology  
5601 Crestridge Rd – Grading, Drainage, Hydrology, Storm Drain  
40 Oceanaire – Swale, Drainage  
98 Yacht Harbor – Drainage  
31983 Emerald View – Drainage  
38 Narcissa - LME, Grading, Drainage, Hydrology  
1 Seacove – Drainage – Nantasket Villas



**TO: CAROLYN LEHR, CITY MANAGER**

**FROM: JOEL ROJAS, COMMUNITY DEVELOPMENT DIRECTOR**

A handwritten signature in black ink, appearing to read "Joel Rojas", is written over the "FROM:" line.

**DATE: FEBRUARY 5, 2014**

**SUBJECT: WEEKLY ADMINISTRATIVE REPORT**

**Planning Division Monthly Activity Report**

Attached is the Planning Division's Monthly Activity Report for January 2014. The report contains a brief summary of the Division's activities during this last month regarding: 1) New applications received; 2) Staff, Director, Planning Commission and City Council decisions rendered; and 3) Number of decisions made, including median processing time. As indicated in the report, the Division received 53 new applications during the month and took action on 47 submitted applications.

**Building and Safety Division Monthly Activity Report**

Attached is the Building and Safety Division's Monthly Activity Report for January 2014. The report provides information on: 1) The types and numbers of permits issued; 2) The number of plan checks performed; 3) The number of inspections performed; and 4) The total amount of fees collected. Each of these items is compared to the activities during the same month of the previous year. In addition, a comparison of the activities for this fiscal year to those of the previous year is also provided. As shown on the report, the Division issued 140 permits during the month of January 2014.

**Code Enforcement Division Monthly Activity Report**

Attached is the Code Enforcement Division's Monthly Activity Report for January 2014. The report contains: 1) A brief summary of the Division's activities during this last month; 2) A summary of sign abatement activity; and 3) Number of cases closed including median processing time. As indicated in the report, the Division conducted 42 field inspections and brought 70 cases to closure.

**View Restoration/Preservation Applications Monthly Activity Report**

Attached is the View Restoration Division's Monthly Activity Report for January 2014. The report contains: 1) A brief summary of the Division's activities during this last month; 2) A summary of pre-application meetings; 3) A summary of cases resolved by mediation; and 4) A summary of the Division's activities year-to-date. The Division received 4 new applications in the month of January 2014.

**Right-of-Way Permit Monthly Activity Report**

The Department issued 3 right-of-way permits in the month of January 2014.

**Planning Commission Agenda**

Attached is the "Draft" Agenda for the Planning Commission meeting on February 11, 2014.

**Applications of Note**

Attached is a table with a summary of the applications of note submitted to the department between Wednesday, January 29, 2014 and Tuesday, February 4, 2014.

**Attachments**

- Planning Division Activity for January 2014
- Building & Safety Activity Summary for January 2014
- Building Activity Report for January 2014
- Code Enforcement Activity Summary for January 2014
- View Activity Summary for January 2014
- Right-of-Way Activity Summary for January 2014
- February 11, 2014, 2014 "Draft" Planning Commission Agenda
- Applications of Note



# City of Rancho Palos Verdes

## Monthly Planning Activity Summary For the Month of January 2014

New Cases Received	Staff Approvals	Staff Denials	Director Approvals	Director Denials	Planning Commission Approvals	Planning Commission Denials	City Council Approvals	City Council Denials	Appeals Heard
53	41	0	3	0	2	0	0	0	0

New ZON* Applications by Type	
Application Type	Number
Site Plan Review	35
Foliage Analysis	11
Neighborhood Compatibility Analysis	5
Height Variation	3
Grading Approval	3
Sign Permit	10
Minor Exception Permit	1
Coastal Permit	1
Planning Certification Letter	1
General Plan Consistency Finding	1
Case Voided/Withdrawn/Canceled	1
<b>Number of Unique Applications:</b>	<b>72</b>
<b>Number of New ZON Cases:</b>	<b>53</b>

New SUB* Applications by Type	
Application Type	Number
<b>Number of Unique Applications:</b>	
<b>Number of New SUB Cases:</b>	

Closed Case Summary
<b>Staff Decisions</b>
Number of Cases Closed: 41
Median Processing Time: 0 days
<b>Director Decisions</b>
Number of Cases Closed: 3
Median Processing Time: 64 days
<b>PC/CC Decisions</b>
Number of Cases Closed: 2
Median Processing Time: 223 days
<b>All Planning Cases</b>
Number of Cases Closed: 47
Median Processing Time: 0 days

\* ZON = Zoning, SUB = Subdivision



# City of Rancho Palos Verdes

## Monthly Building & Safety Activity Summary For the Month of January 2014

New Cases Received	Permits Issued	Permit Fees (\$)	Plan Check Fees (\$)	Other Fees* (\$)	Total Valuation (\$)	New Plan Checks	New SFRs	Total Inspections	Average Daily Inspections
142	140	80,756	18,245	20,687	1,482,800	22	1	737	34

New BLD** Applications by Type	
Application Type	No.
Alteration	8
Addition & Remodel	7
Demolition	1
New Construction	5
Repair	8
Reroof	18
Remodel	18
Solar Panels	16
Pool/Spa	3
Tenant Improvement	1
<b>New BLD Cases:</b>	<b>85</b>

New ELE** Applications by Type	
Application Type	No.
Alteration	3
Changeout	1
New Construction	6
Service Upgrade	8
Temporary Power	1
<b>New ELE Cases:</b>	<b>19</b>

New MEC** Applications by Type	
Application Type	No.
Changeout	6
New Construction	1
<b>New MEC Cases:</b>	<b>7</b>

New PLM** Applications by Type	
Application Type	No.
Changeout	12
New Construction	3
Repair	13
Repipe	3
<b>New PLM Cases:</b>	<b>31</b>

Issued Permit Summary
<b>Over-the-Counter Permits</b>
No. of Permits Issued: 120
Median Processing Time: 0 days
<b>Plan Checked Permits</b>
No. of Permits Issued: 20
Median Processing Time: 50 days

\* Other fees include SMIP, data processing, historic data input and geology review fees

\*\* BLD = Building, ELE = Electrical, MEC = Mechanical, PLM = Plumbing

Building Activity Report for Rancho Palos Verdes January 2014

Fiscal Year <b>2012-2013</b>	Total # of Permits	Total Permit Fees	Total Fees	Total Valuation for Permits	Total # of New Plan Checks	Total Plan Check Fees	# of SFRs	Total # of Inspections	Average # of Inspections per Day	Fiscal Year <b>2012-2013</b>
July	124	\$79,690.00	\$103,597.00	\$1,377,300.00	20	\$32,197.00	1	522	25	July
August	123	\$135,886.00	\$144,845.00	\$695,900.00	18	\$21,180.00	3	549	24	August
September	112	\$85,925.00	\$103,809.00	\$1,266,300.00	13	\$25,969.00	1	521	27	September
October	139	\$88,378.00	\$105,492.00	\$1,201,800.00	24	\$26,100.00	0	638	28	October
November	109	\$55,395.00	\$66,978.00	\$785,800.00	24	\$30,417.00	0	543	27	November
December	72	\$76,658.00	\$100,203.00	\$657,600.00	15	\$7,813.00	2	412	24	December
January 2013	148	\$85,959.00	\$105,187.00	\$2,000,400.00	26	\$30,290.00	0	638	29	January
February	120	\$67,437.00	\$79,047.00	\$335,500.00	20	\$31,989.00	1	591	30	February
March	101	\$64,222.00	\$73,963.00	\$380,200.00	23	\$14,626.00	0	549	26	March
April	139	\$128,201.00	\$146,973.00	\$2,243,300.00	27	\$35,545.00	2	650	28	April
May	122	\$101,727.00	\$132,080.00	\$801,900.00	29	\$39,925.00	2	645	29	May
June	121	\$87,342.00	\$102,668.00	\$710,100.00	28	\$11,661.00	0	562	28	June
<b>YTD</b>	<b>1430</b>	<b>\$1,056,820.00</b>	<b>\$1,264,842.00</b>	<b>\$12,456,100.00</b>	<b>267</b>	<b>\$307,712.00</b>	<b>12</b>	<b>6820</b>	<b>325</b>	<b>YTD</b>

  

Fiscal Year <b>2013-2014</b>	Total # of Permits	Total Permit Fees	Total Fees	Total Valuation for Permits	Total # of New Plan Checks	Total Plan Check Fees	# of SFRs	Total # of Inspections	Inspections per Day	Fiscal Year <b>2012-2013</b>
July	145	\$87,798.00	\$104,670.00	\$1,193,300.00	33	\$23,791.00	1	685	31	July
August	131	\$63,562.00	\$79,842.00	\$522,200.00	26	\$27,745.00	2	715	33	August
September	108	\$62,444.00	\$79,106.00	\$909,300.00	22	\$12,536.00	0	567	28	September
October	141	\$57,847.00	\$78,464.00	\$617,400.00	24	\$34,652.00	0	619	27	October
November	122	\$72,226.00	\$80,845.00	\$806,400.00	15	\$21,052.00	0	613	32	November
December	82	\$72,239.00	\$91,775.00	\$1,641,600.00	23	\$31,024.00	2	511	28	December
January 2014	142	\$80,756.00	\$101,443.00	\$1,482,800.00	22	\$18,245.00	1	737	34	January
February										February
March										March
April										April
May										May
June										June
<b>YTD</b>	<b>871</b>	<b>\$496,872.00</b>	<b>\$616,145.00</b>	<b>\$7,173,000.00</b>	<b>165</b>	<b>\$169,045.00</b>	<b>5</b>	<b>4447</b>	<b>213</b>	<b>YTD</b>
Previous YR	827	\$607,891.00	\$730,111.00	\$7,985,100.00	140	\$173,966.00	5%	3823	184	Previous YR
% Change/YTD	5%	-18%	-16%	-10%	18%	-3%	-14%	16%	16%	% Change YTD



# City of Rancho Palos Verdes

## Monthly Code Enforcement Activity Summary For the Month of January 2014

Complaints Received	Field Inspections	First Notices Issued	Second Notices Issued	Final Notices Issued	Administrative Hearings Conducted	Referral to City Attorney	Other Referrals	Case Closed	Complaint Unfounded
29	42	27	3	4	0	1	0	70	1

Violation Category	Count
Animals	6
Graffiti	1
Non-Permitted Construction	11
Other Violation	2
Property Maintenance	9
Trash Cans	1
<b>Total:</b>	<b>30</b>

<b>Building Code Violations</b>	
Number of Cases Closed:	1
Median Processing Time:	6,930 days
<b>Municipal Code Violations</b>	
Number of Cases Closed:	57
Median Processing Time:	198 days
<b>Zoning Code Violations</b>	
Number of Cases Closed:	13
Median Processing Time:	68 days

Street Name	Signs Removed
<b>Total Signs Removed:</b>	



# City of Rancho Palos Verdes

## Monthly View Activity Summary For the Month of January 2014

New Cases Received	Director Approvals	Director Denials	Planning Commission Approvals	Planning Commission Denials	City Council Approvals	City Council Denials	Appeals Heard
4	0	0	0	0	0	0	0

New View Cases (MTD)	
Application Type	Number
View Restoration Permit	1
View Preservation Permit	1
City Tree Review Permit	2
Number of New Cases:	4

Pre-Application Meetings (MTD)	
Application Type	Number
Number of Pre-Application Meetings:	

Resolved By Mediation (MTD)	
Application Type	Number
Number of Cases:	

New View Cases (YTD)	
Application Type	Number
View Restoration Permit	1
View Preservation Permit	1
City Tree Review Permit	2
Number of New Cases:	4

Pre-Application Meetings (YTD)	
Application Type	Number
Number of Pre-Application Meetings:	

Resolved By Mediation (YTD)	
Application Type	Number
Number of Cases:	



# Rancho Palos Verdes Monthly Right-of-Way Permits

## Issued During January 2014 by Community Development Department

Case #	Issued	Fee	Street Address	Owner	Type	Permittee	Expires
<b>Case Type ROW</b>							
ROW2014-00001	1/6/14	\$98.00	6739 EL RODEO RD	ALMA POLTROCK	Dumpster/Roll-off	CA Waste Services	2/6/14
ROW2014-00002	1/6/14	\$98.00	6538 LA GARITA DR	HAYDEN, PAUL & DIANE	Dumpster/Roll-off	Consolidated Disposal	2/6/14
ROW2014-00003	1/20/14	\$98.00	28709 MOUNT SHASTA DR	MIRIGLIANI, GAVIN & GINA	Dumpster/Roll-off	Easy Roll Off	2/20/14

Number of ROW cases issued: 3

T:\Right-of-Way Monthly Reports\Right-of-Way Activity Summary.rpt

## AGENDA

**RANCHO PALOS VERDES PLANNING COMMISSION  
TUESDAY, FEBRUARY 11, 2014  
FRED HESSE COMMUNITY PARK, 29301 HAWTHORNE BOULEVARD**

### **REGULAR MEETING 7:00 P.M.**

---

#### SCHEDULING NOTES

*REQUESTS TO SPEAK ON AN ITEM MUST BE SUBMITTED TO THE COMMUNITY DEVELOPMENT DIRECTOR PRIOR TO THE COMPLETION OF THE REMARKS OF THE FIRST SPEAKER ON THE ITEM. NO REQUEST FORMS WILL BE ACCEPTED AFTER THAT TIME.*

*PURSUANT TO ADOPTED PLANNING COMMISSION PROCEDURE, UNLESS THE PLANNING COMMISSION AGREES TO SUSPEND ITS RULES, NO NEW BUSINESS WILL BE HEARD AFTER 11:00 P.M. AND NO ITEM WILL BE HEARD PAST MIDNIGHT. ANY ITEMS NOT HEARD BECAUSE OF THE TIME LIMITS WILL BE AUTOMATICALLY CONTINUED TO THE NEXT COMMISSION AGENDA.*

**NEXT P.C. RESOLUTION NO. 2014-07**

---

**CALL TO ORDER:**

**FLAG SALUTE:**

**ROLL CALL:**

**APPROVAL OF AGENDA:**

**COMMUNICATIONS:**

1. WEST BASIN MUNICIPAL WATER DISTRICT PRESENTATION

City Council Items:

Staff:

Commission:

**COMMENTS FROM THE AUDIENCE (regarding non-agenda items):**

**CONSENT CALENDAR:**

2. GENERAL PLAN CONSISTENCY FINDING, (CASE NO. ZONE2014-00046): 32639 NANTASKET DRIVE (APN 7573-014-013), IRELAND (ES)

Request: A finding of consistency with the Rancho Palos Verdes General Plan for the vacation of easements traversing vacant property located at 32639 Nantasket Drive (APN 7573-014-013)

Action Deadline: March 10, 2014

Recommendation: Adopt P.C. Resolution No. 2014-\_\_, finding the City's vacation of easements traversing 23639 Nantasket Drive (APN 7573-014-013) consistent with the General Plan.

**CONTINUED BUSINESS:**

3. HEIGHT VARIATION, GRADING, AND SITE PLAN REVIEW PERMIT (CASE NO. ZON2011-00280): APN 7566-006-018 / ESFAHANI (AH)

Request: A request to construct a new 2-story single-family residence and garage on an existing vacant lot located east of Knoll View Drive (APN 7566-006-018).

*(This item was continued from the December 10, 2013 Planning Commission Meeting)*

Action Deadline:

Recommendation:

**PUBLIC HEARINGS:**

4. SITE PLAN REVIEW – (CASE NO. ZON2013-00410): 2822 COLT ROAD (LM)

Request: A request to construct three (3) new skylights on the rooftop of the existing 2-story residence. The new skylights would extend 1'-0" above the 20'-0" tall main residence on the subject property.

Action Deadline: March 10, 2014

Recommendation: Adopt P.C. Resolution No. 2014-\_\_, thereby conditionally approving three (3) new skylights on the roof of the existing residence.

5. REVISION TO GRADING PERMIT & SITE PLAN REVIEW – (CASE NO. ZON2012-00141): 3344 PALOS VERDES DRIVE WEST (LM)

Request: On appeal, at their December 11, 2013 meeting, the California Coastal Commission (CCC) approved a Coastal Development Permit to allow a new 10,382 square

foot, two-story residence with a 977 square foot garage on a vacant, down sloping lot. The CCC approved project is different than the project previously approved by the Rancho Palos Verdes Planning Commission on September 25, 2012. Specifically, the project was revised to be lower on the site to increase views from Palos Verdes Drive West. While the Coastal Development Permit is final, the City of Rancho Palos Verdes development permits (Grading Permit and Site Plan Review) need to be reviewed by the Planning Commission to synchronize the City permits with the CCC's Coastal Development Permit. As such, on February 11, 2014, the Planning Commission will be considering the following changes to the Grading Permit and Site Plan Review:

- An increase in grading for a total of 3,980 cubic yards of grading (3,884 cubic yards of cut and 96 cubic yards of fill) to further lower the pad of the residence.
- A downslope garden wall located in the rear yard ranging in height from 2'-0" to 3'-0" in overall height
- A 5'-0" tall upslope retaining wall located adjacent to the proposed driveway.
- A 3'-0" to 6'-0" tall upslope retaining wall located along the south side property line.
- Various site improvements, including but not limited to, swimming pool, outdoor barbeque, driveway, mechanical equipment, etc., that are ancillary to the main residence.

Action Deadline: March 11, 2014

Recommendation: Adopt P.C. Resolution No. 2014-\_\_\_, thereby approving a Revision to a Grading Permit and Site Plan Review (Case No. ZON2012-00141) associated with the construction of a new 10,382 square foot residence with a 977 square foot garage, 3,884 cubic yards of cut, 96 cubic yards of fill, and associated retaining and garden walls.

6. CHASE BANK 6-MONTH REVIEW – (CASE NO. ZON2002-00216): 29941 HAWTHORNE BLVD (LM)

Request: A review of the effectiveness of the Conditions of Approval for the recently constructed Chase Bank office/financial building located at the corner of Crest Road and Hawthorne Blvd. As part of this review, the Planning Commission will review the applicant's compliance with the conditions of approval associated with the office/financial building and determine if the conditions are accomplishing their intended purposes. The Planning Commission may add, delete or modify any of the existing Conditions of Approval to further minimize any impacts to surrounding properties and public rights-of-way.

Action Deadline: None

Recommendation: 1) Review Staff's analysis and recommended actions related to Chase Bank's compliance with the Conditions of Approval associated with the operation of the newly constructed commercial building at the corner of Crest Road; and 2) Identify any additional issues related to the operation of the bank; and 3) continue the public hearing to February 25, 2014 to allow Staff to bring back a resolution memorializing the Commission's direction to the bank.

**NEW BUSINESS:**

NONE

**APPROVAL OF MINUTES:**

7. JANUARY 28, 2014 MINUTES

**ITEMS TO BE PLACED ON FUTURE AGENDAS:**

8. PRE-AGENDA FOR THE MEETING ON FEBRUARY 25, 2014

**ADJOURNMENT:**

The next meeting is scheduled for February 25, 2014

---

**Americans with Disabilities Act:** In compliance with the Americans with Disabilities Act of 1990, if you require a disability-related modification or accommodation to attend or participate in this meeting, including auxiliary aids or services, please call the Community Development Director at 310 544-5228 at least 48 hours prior to the meeting.

**Notes:**

1. Staff reports are available for inspection at City Hall, 30940 Hawthorne Boulevard during regular business hours, 7:30 A.M. to 5:30 P.M. Monday – Thursday and 7:30 A.M. to 4:30 P.M. on Friday. The agenda and staff reports can also be viewed at Hesse Community Park, 29301 Hawthorne Boulevard during the Planning Commission meeting.
2. Materials related to an item on this Agenda submitted to the Planning Commission after distribution of the agenda packet are available for public inspection at the front counter of the Planning Division lobby at City Hall, which is located at 30940 Hawthorne Boulevard, Rancho Palos Verdes during normal business hours as stated in the paragraph above.
3. You can also view the agenda and staff reports at the City's website [www.palosverdes.com/RPV](http://www.palosverdes.com/RPV).
4. Written materials, including emails, submitted to the City are public records and may be posted on the City's website. In addition, City meetings may be televised and may be accessed through the City's website. Accordingly, you may wish to omit personal information from your oral presentation or written materials as they may become part of the public record regarding an agenda item.



## Applications of Note as of February 5, 2014

<b>Case No.</b>	<b>Owner</b>	<b>Street Address</b>	<b>Project Description</b>	<b>Submitted</b>
ZON2014-00050	EDMOND SUNG	30917 RUE LANGLOIS	1,246SF second story addition	1/30/2014
<i>Height Variation Foliage Analysis</i>				
ZON2014-00051	KIM, SEONG-HWOON & SO-YOUNG	26842 FOND DU LAC RD	Revision to Case No. ZON2014-00030 - 782SF addition to the rear yard	1/31/2014
<i>Neighborhood Compatibility Analysis</i>				
ZON2014-00053	MARK KERNEN	9 CRESTWIND DR	New 4'-0" tall retaining wall (cubic yards unknown at this time)	1/31/2014
<i>Grading Approval</i>				
ZON2014-00055	UNION OIL CO OF CALIFORNIA	5656 CREST RD	Zone Change Initiation: RS-2(OC-4) to ?????	2/4/2014
<i>General Plan Amendment Initiation Request</i>				

t:\Forms\Applications of Note.rpt



**MEMORANDUM**

TO: CAROLYN LEHR, CITY MANAGER

FROM: CORY LINDER, DIRECTOR, RECREATION AND PARKS 

DATE: FEBRUARY 5, 2014

SUBJECT: ADMINISTRATIVE REPORT

**Los Serenos de Point Vicente Welcomes Newest Members**



Last Saturday, February 1<sup>st</sup>, members of Los Serenos Docent Class 48 attended a graduation ceremony at the Pt. Vicente Interpretive Center. In addition to the in-depth classroom training and field trips, all prospective docents are required to write a research paper and make a presentation about a topic related to the museum exhibits. Topics from this class included *History of Catalina Island*, *History of Radio Communications on the Peninsula*, and *Effects of the Fukushima Disaster on our Environment*.

**Abalone Cove Shoreline Park**

Below are the Los Serenos docent-led hikes taking place this week at Abalone Cove Shoreline Park. The students and teachers will hike down to the tide pools and learn about the fascinating marine life living in the intertidal zone.

DATE	LOCATION	TIME	SCHOOL	STUDENTS	ADULTS
FRI., FEB 7	ABALONE COVE	9:00 -11:00 AM	7TH STREET	69 (Grade 3)	12
SAT., FEB 8	ABALONE COVE	10:00 AM - NOON	WALNUT PARK	35 (Grade 7)	4

**Los Serenos Junior Docent Training**

On Saturday, February 8<sup>th</sup>, members of the new Junior Docent class will join the Los Serenos docents at Abalone Cove Shoreline Park as they lead a school group on a hike to the tide pools. This on-site training will supplement classroom materials and give them hands-on experience interacting with hike attendees.

## **Fred Hesse Jr. Community Park**

### Recreation Class Rentals (February 3<sup>rd</sup> - February 9<sup>th</sup>)

- Aerobic Dance Lite Classes (McTaggart Hall): Monday, Wednesday
- Duplicate Bridge Classes (McTaggart Hall): Monday, Friday
- Bones for Life Class (McTaggart Hall): Tuesday
- Bridge Instruction (McTaggart Hall): Tuesday
- Fit 4 Moms Stroller Strides Classes (Walking Path, Field): Tuesday, Thursday
- Mommy & Me Class (Activity Room): Thursday
- Suika Preschool Class (Activity Room): Friday
- Tai Chi Chuan Class (McTaggart Hall): Saturday
- Basics of Fine Arts Class (Activity Room): Saturday
- PVARC Ham Radio Classes (Fireside Room): Saturday
- Palos Verdes Strings Music Classes (Fireside Room): Sunday

### Community Groups/Private Rentals/City Programs (February 3<sup>rd</sup> - February 9<sup>th</sup>)

- Non-Profit Group Meeting (Fireside Room): Monday
- Non-Profit Group Meeting (Fireside Room): Tuesday
- Peninsula Seniors Weekly Lecture (McTaggart Hall): Wednesday
- Peninsula Seniors Mah Jong Class (Fireside Room): Wednesday
- Palos Verdes Bridge Club (McTaggart Hall): Thursday
- PV Amateur Radio Club Meeting (Activity Room): Thursday

## **Ladera Linda Community Center**

### Recreation Class Rentals (February 3<sup>rd</sup> - February 9<sup>th</sup>)

- Kids Music N Motion Music Class (Room A): Monday
- Mommy and Me Classes (Room A, Room E): Monday, Wednesday
- Adult Tap Dance Class (Multipurpose Room): Tuesday
- Yoga/Tai Chi Gong Class (Multipurpose Room): Wednesday, Friday
- Elite Dance Studio Youth Dance Class (Multipurpose Room): Saturday

### Community Groups/Private Rentals/City Programs (February 3<sup>rd</sup> - February 9<sup>th</sup>)

- Portuguese Bend Community Association Meeting (Room K): Monday
- Non-Profit Group Meeting (Multipurpose Room): Sunday

## **Point Vicente Interpretive Center**

### Gray Whale Census

The American Cetacean Society/Los Angeles conducts an annual whale census on the back patio of the Point Vicente Interpretive Center during whale season. Here is the latest data reported by ACS/LA:

#### Season to Date

Southbound -----	896
Northbound -----	13
Total -----	909

Season to Date in history (using 10 Years)

Average Southbound ----- 411.7

Maximum Southbound --- 644

Least Southbound ----- 216

**Robert E. Ryan Community Park**

Recreation Class Rentals (February 3<sup>rd</sup> - February 9<sup>th</sup>)

- Suika Preschool Class (Activity Room): Monday, Wednesday, Friday
- Super Soccer Stars (Grass Field): Tuesday, Saturday

Community Groups/Private Rentals/City Programs (February 3<sup>rd</sup> - February 9<sup>th</sup>)

- Cub Scout Troop Meeting (Activity Room): Sunday

## TENTATIVE AGENDAS

**Note:** Time Estimates include 45 mins. for the first section of the agenda (Mayor's Announcements, etc. through the Consent Calendar) and 15 mins. for the last section (Future Agenda Items through Adjournment).

### February 18, 2014 – (Time Est. – 4 hrs)

6:00 pm – Planning Commission Applicant Interviews (1<sup>st</sup> group)

**Study Session:**

**Ceremonial:** Whale of a Day & Poster Contest Winners

**Mayor's Announcements:**

**City Manager Report:**

**New Business:**

#### **Consent**

Award Construction Contract for PVDE-Arterial Roads Rehab. Project  
Award Construction Contract for Abalone Cove Shoreline Park Improvement  
Gifts for Parks  
Approval of the Nantasket Final Parcel Map & Subdivision Agreement

#### **Public Hearings**

Appeal of PC Denial of Vista del Mar house (20 mins)  
Marymount California University – 6 Month Review of Parking Lot (2 hrs)

#### **Regular Business**

Conclusion of City Council Goal-Setting Exercise (20 mins)  
Banking Services – Bank of the West (20 mins)

### March 4, 2014 – (Time Est. – 4 hrs 25 mins)

6:00 pm – Planning Commission Applicant Interviews (2<sup>nd</sup> group)

**Closed Session:**

**Mayor's Announcements:**

**City Manager Report:**

**New Business:**

#### **Consent**

Sunnyside Ridge Trail Grant and Project & Budget Appropriation  
Authorize the HHW Siting Agreement with the County  
Midyear Financial Review

**Public Hearings**

Marymount California University - Athletic Field Reconfiguration (3 hrs)

**Regular Business**

Appointments to the Planning Commission (10 mins)

Introduction of Ordinance for Emergency Warrants (5 mins)

Update regarding City Manager Recruitment (10 mins)

**March 18, 2014 – (Time Est. – 3 hrs 45 mins)**

6:00 pm – Committee Chair Interviews (if necessary)

**Study Session:**

**Mayor’s Announcements:**

**City Manager Report:**

**New Business:**

**Consent**

Award Consultant Contract for Residential Solid Waste Performance Audit  
Comprehensive Audited Financial Reports

**Public Hearings**

Fence, Wall and Hedges Code Amendment (15 mins)

**Regular Business**

Placement of Surveillance Cameras at City Entrances (20 mins)

Budget Policy Issues (30 mins)

San Ramon Financing (1 hr)

Appointment of Chairs to the City Advisory Boards (10 mins)

Matrix Report Status Update (30 mins)

**April 1, 2014 – (Time Est. – 4 hrs)**

**Closed Session:**

**Mayor’s Announcements:**

**City Manager Report:**

**New Business:**

**Consent**

**Public Hearings**

Zone 2 Amendments (3 hrs)

**Regular Business**

**April 15, 2014 – (Time Est. – 1 hr 50 mins)**

**Study Session:**

**Mayor's Announcements:** Upcoming Shredding Event

**City Manager Report:**

**New Business:**

**Consent**

**Public Hearings**

**Regular Business**

Foliage Analysis at Time of Property Sale (30 mins)

Establishment of an Anonymous Whistle-Blower Hotline (20 mins)

**April 29, 2014 – Calif. Joint Powers Ins. Authority Workshop - (Time Est. – 4 hrs)**

**Study Session:**

**Mayor's Announcements:**

**City Manager Report:**

**New Business:**

**Consent**

**Regular Business**

CJPIA Workshop

**May 6, 2014 – (Time Est. – 1 hr)**

**Closed Session:**

**Mayor's Announcements:** Household Hazardous Waste Roundup

**City Manager Report:**

**New Business:**

**Consent**

Initiate Proceedings/Prep of Engineer's Rept–Citywide Landscaping & Lighting Maint. District

**Public Hearings**

**Regular Business**

**May 20, 2014 – (Time Est. – 1 hr)**

**Closed Session:**

**Mayor's Announcements:** Public Works Week

**City Manager Report:**

**New Business:**

**Consent**

First Amdt. to Agmt. - Community Development Block Grant Administration Services

**Public Hearings**

**Regular Business**

**Future Agenda Items (Identified at Council Mtgs & pending receipt of memo from Councilmember)**

**July 3, 2012** – Consideration of Implementation of a Wireless Master Plan (Campbell)

**August 21, 2012** –City Maintenance Yard – View, Location and Safety Issues (Campbell)

**March 19, 2013** – Explore outreach program to residents to incorporate 100% participation in Neighborhood Watch Program (Misetich)

**April 2, 2013** - Transparency regarding Labor Negotiations (Campbell)

Revisit Policy regarding Naming of Public Facilities and establish a protocol for acknowledging the passing of former City officials, civic leaders, and military personnel (Campbell)

Revisiting the Skateboarding Ordinance (Brooks)

**April 30, 2013** – Council Allocations & Expense Reimbursement (Brooks)

**June 4, 2013** – Clean-up language regarding the City Council Rules of Procedure (Campbell)

**July 16, 2013** – Policy regarding use of the City Attorney's time (Brooks)

**October 15, 2013** – Policy re: responses to significant correspondence received by Council (Brooks)  
Road kill pick-up procedures (Brooks)

**December 17, 2013** – Senior Mgmt hires – Council to have an advise and consent role (Duhovic)

**February 4, 2014** - Potential Plan for the Alta Mira Canyon project (Knight)

Transparency regarding Labor Negotiations (Campbell) [From April 2, 2013]

Tri-Party Agmt. between the City, PVPUSD, and Marymount California University regarding use of Miraleste Intermediate School Athletic Field (Duhovic)

**Future Agenda Items Agendized or Otherwise Being Addressed**

**November 6, 2013** – Feasibility to Incorporate the Private Storm Drain on Rockinghorse Road into the City's Storm Drain System (Misetich) [Staff to address.]

**November 19, 2013 (Study Session)** - City Street Tree Maintenance Practices (To be placed on a future agenda.)

## RPVtv Channel 33 Programming Schedule Guide

Sign up for the RPV ListServ to get the updated program guide sent right to your inbox!

Week of 02/05/14 - 02/11/14  
Wednesday through Tuesday

6:00 AM - 6:30 AM	Peninsula Fitness with DeDe Daniels	3:30 PM - 4:00 PM	RPV City Talk - Jerry Duhovic, Rancho Palos Verdes Mayor January 2014
6:30 AM - 7:00 AM	Cardio Jazz Fitness	4:00 PM - 4:30 PM	Armchair Traveler: 12 Million Year Old Fossil Discovery at Chadwick School
7:00 AM - 7:30 AM	Armchair Traveler: 12 Million Year Old Fossil Discovery at Chadwick School	4:30 PM - 5:00 PM	Armchair Traveler: LAX Airbus
7:30 AM - 8:00 AM	Armchair Traveler: LAX Airbus	5:00 PM - 5:30 PM	Peninsula Fitness with DeDe Daniels
8:00 AM - 8:30 AM	RPV City Talk - Jerry Duhovic, Rancho Palos Verdes Mayor January 2014	5:30 PM - 6:00 PM	Cardio Jazz Workout
8:30 AM - 9:00 AM	RPV City Talk - Jerry Duhovic, Rancho Palos Verdes Mayor January 2014	6:00 PM - 6:30 PM	Armchair Traveler: 12 Million Year Old Fossil Discovery at Chadwick School
09:00 AM - 9:30 AM	Armchair Traveler: Classes at PV Net	6:30 PM - 7:00 PM	Armchair Traveler: LAX Airbus
9:30 AM - 10:00 AM	Peninsula Beat 29 - Carolyn Lehr, RPV Mayor Duhovic, PV High Cross Country, Local artist Don Crocker, Medelity	7:00 PM - 7:30 PM	Peninsula Seniors: Been There, Done That with Bob Johnson
10:00 AM - 10:30 AM	Armchair Traveler: 12 Million Year Old Fossil Discovery at Chadwick School	7:30 PM - 8:00 PM	Peninsula Seniors (continued)
10:30 AM - 11:00 AM	Armchair Traveler: LAX Airbus	8:00 PM - 8:30 PM	Armchair Traveler: Classes at PV Net
11:00 AM - 11:30 AM	RPV City Talk - Jerry Duhovic, Rancho Palos Verdes Mayor January 2014	8:30 PM - 9:00 PM	Peninsula Beat 29 - Carolyn Lehr, RPV Mayor Duhovic, PV High Cross Country, Local artist Don Crocker, Medelity Medical
11:30 AM - 12:00 PM	RPV City Talk - Jerry Duhovic, Rancho Palos Verdes Mayor January 2014	9:00 PM - 9:30 PM	RPV City Talk - Jerry Duhovic, Rancho Palos Verdes Mayor January 2014
12:00 PM - 12:30 PM	Peninsula Seniors: History of Mattel - Bob Eckert	9:30 PM - 10:00 PM	RPV City Talk - Jerry Duhovic, Rancho Palos Verdes Mayor January 2014
12:30 PM - 1:00 PM	Peninsula Seniors (continued)	10:00 PM - 10:30 PM	The City of Rancho Palos Verdes City Council Meeting Tuesday - February 4th, 2014
1:00 PM - 1:30 PM	RPV City Talk - Jerry Duhovic, Rancho Palos Verdes Mayor January 2014	10:30 PM - 11:00 PM	The City of Rancho Palos Verdes City Council Meeting Tuesday - February 4th, 2014
1:30 PM - 2:00 PM	RPV City Talk - Jerry Duhovic, Rancho Palos Verdes Mayor January 2014	11:00 PM - 11:30 PM	The City of Rancho Palos Verdes City Council Meeting Tuesday - February 4th, 2014
2:00 PM - 2:30 PM	Armchair Traveler: Classes at PV Net	11:30 PM - 12:00 AM	The City of Rancho Palos Verdes City Council Meeting Tuesday - February 4th, 2014
2:30 PM - 3:00 PM	Peninsula Beat 29 - Carolyn Lehr, RPV Mayor Duhovic, PV High Cross Country, Local artist Don Crocker, Medelity Medical	12:00 AM - 1:00 AM	The City of Rancho Palos Verdes City Council Meeting Tuesday - February 4th, 2014
3:00 PM - 3:30 PM	RPV City Talk - Jerry Duhovic, Rancho Palos Verdes Mayor January 2014	1:00 AM - 6:00 AM	Community Announcements



**PVPTV35 Programming Schedule Guide**  
**Week of 02/10/14 to 02/16/14**

**Monday, February 10**

**3:00PM**

**Palos Verdes Library Dist.**

**6:00PM**

**PVP Coordinating Council**

**7:00PM**

**PVPUSD Board Meeting**

**Tuesday, February 11**

**7:00PM**

**City of RHE City Council Meeting - Live**

**Wednesday, February 12**

**7:30PM**

**City of PVE Council Meeting , 02/11/14**

**Thursday, February 13**

**7:00PM**

**Friday, February 14**

**6:00PM**

**PVP Land Conservancy Nature Walk**

**7:00PM**

**City of RHE City Council Meeting, 02/11/14**

**Saturday, February 15**

**10:00AM**

**7:00PM**

**City of RPV Planning Commission, 02/11/14**

**Sunday, February 16**

**7:00PM**

**City of RHE City Council Meeting, 02/11/14**

**LOS ANGELES COUNTY SHERIFF'S DEPARTMENT- LOMITA STATION  
REPORTED CRIMES & ARRESTS BETWEEN 1/26/2014 - 2/1/2014**

**LOMITA:**

CRIME	FILE #	RD	DATE	TIME	LOCATION	METHOD OF ENTRY	LOSS	ADDITIONAL INFORMATION
BURGLARY (VEHICLE)	14-00351	1711	1/28/2014	1630-1830	24600 BLK PENNSYLVANIA AV	DAMAGE TO LOCKS ON REAR WINDOW OF CAMPER SHELL	"HP" LAPTOP, "LITTLE GIANT" EXTENSION LADDER, OXYGEN & ACELYNE TANKS, "MILWAUKEE" ELECTRIC HAND DRILL, "GARMIN" GPS, RED PLASTIC CASE CONTAINING MISC HAND TOOLS	SUSPECT(S) UNKNOWN
GRAND THEFT (AUTO)	14-00296	1713	1/28/2014	1100-1130	26200 BLK OAK ST	UNK	2007 SUZUKI GSXR-600 BLU/WHI MOTORCYCLE	SUSPECT(S) UNKNOWN
BURGLARY (BUSINESS)	14-00317	1711	1/29/2014	1315	2100 BLK LOMITA BL	OPEN FOR BUSINESS	PACK OF MARLBORO SPECIAL BLEND CIGARETTES	SUSPECT: MB/49/602/245/BLK HAIR ENTERED THE LOC AND ASKED FOR CIGARETTES. THE VICT HANDED THE SUSPECT THE CIGARETTES. SUSPECT ASKED VICT FOR MORE AND AS THE VICT TURNED AROUND THE SUSP LEFT THE LOC.
BURGLARY (RESIDENTIAL)	14-00320	1713	1/29/2014	1200-1600	2000 BLK VIA ENCANTO	UNLOCKED FRONT WINDOW, SCREEN FORCED IN	COSTUME JEWELRY, MISC ITEMS	SUSPECT(S) UNKNOWN
PETTY THEFT	14-00346	1711	1/30/2014	1000-1500	2300 BLK 246TH ST	N/A	"BELLEEK" PORCELAIN TEA POT	SUSPECT(S) UNKNOWN. VICT HAD AN ESTATE SALE AND UNK SUSPECT STOLE THE TEA POT THAT WASN'T FOR SALE.
PETTY THEFT	14-00345	1711	1/31/2014	1033	2300 BLK 246TH ST	N/A	"LOREX" VIDEO CAMERA	VICT HAD AN ESTATE SALE AND SUSPECT: MH/40-50/508/170/BRO HAIR/BRO EYES STOLE THE VIDEO SURVEILLANCE FROM THE VICT'S BACKYARD. SUSPECT WAS L/S IN A WHI JEEP RUBICON VEH.
<b>ARRESTS: DRUGS-4, UNLICENSED DRIVER-1</b>								

**RANCHO PALOS VERDES:**

CRIME	FILE #	RD	DATE	TIME	LOCATION	METHOD OF ENTRY	LOSS	ADDITIONAL INFORMATION
BURGLARY (RESIDENTIAL)	14-00285	1737	1/26/2014-1/27/2014	1300-1220	30900 BLK VIA LA CRESTA	WINDOW SCREEN REMOVED	NOTHING REPORTED DURING TIME OF REPORT	SUSPECT(S) UNKNOWN
GRAND THEFT	14-00344	1731	1/29/2014-1/30/2014	1830-1030	26500 BLK DEEPBROOK DR	N/A	WOMEN'S ENGAGEMENT RING W/FLOWER AND LEAF DESIGN, BLK OPAL AND DIAMOND WOMEN'S RING	SUSPECT(S) UNKNOWN
PETTY THEFT (UNLOCKED VEHICLE)	14-00334	1747	1/29/2014-1/30/2014	1900-0710	27900 BLK PONTEVEDRA DR	UNLOCKED VEHICLE	BLK LEATHER BAG, (30) USB FLASH DRIVES, PORTABLE HARD DRIVE, MISC DOCUMENTS	SUSPECT(S) UNKNOWN. VEH PARKED IN DRIVEWAY.
PETTY THEFT (UNLOCKED VEHICLE)	14-00335	1744	1/30/2014-1/31/2014	1700-0750	30600 BLK GANADO DR	UNLOCKED VEHICLE	"GARMIN" GPS, GARAGE DOOR REMOTE, \$5, CELL PHONE CHARGER	SUSPECT(S) UNKNOWN

PETTY THEFT (UNLOCKED VEHICLE)	14-00341	1744	1/30/2014	2100- 2359	20600 BLK GANADO DR	UNLOCKED VEHICLE	"GARMIN" NUVI 2370 GPS, "GARMIN" NUVI 270 GPS, "RAYBAN" SUNGLASSES, "RAYBAN" PRESCRIPTION GLASSES, \$20	SUSPECT(S) UNKNOWN
ROBBERY / BURGLARY	14-00347	1746	1/31/2014	1911	28900 BLK WESTERN AV	OPEN FOR BUSINESS	(2) "MICHAEL KORS" PURSES, CARGO PANTS, "ADIDAS" SOCKS, SHIRT, (2) "DOLCE GABBANA" SUNGLASSES	3 SUSPECTS ARRESTED. ITEMS RECOVERED.
<b>ARRESTS: BATTERY-1, DRUGS-2, ROBBERY/BURGLARY-3</b>								

**ROLLING HILLS:**

CRIME	FILE #	RD	DATE	TIME	LOCATION	METHOD OF ENTRY	LOSS	ADDITIONAL INFORMATION
NO CRIMES DURING THIS TIME								
<b>NO ARRESTS DURING THIS TIME</b>								

**ROLLING HILLS ESTATES:**

CRIME	FILE #	RD	DATE	TIME	LOCATION	METHOD OF ENTRY	LOSS	ADDITIONAL INFORMATION
PETTY THEFT (VEHICLE)	14-00337	1721	10/26/201- 1/31/2014	UNK	SADDLEHORN LN	UNK, NO SIGNS OF FORCED ENTRY	VEH REGISTRATION CARD, VEH INSURANCE CARD	SUSPECT ARRESTED BY PVE PD. ITEMS RECOVERED.
BURGLARY (VEHICLE)	14-00283	1724	1/26/2014	1330- 1650	500 BLK DEEP VALLEY DR	UNK	"KODAK" DIGITAL CAMERA, "NOKIA" CELLPHONE, (4) KEYS	SUSPECT(S) UNKNOWN. VEH PARKED AT TOP OF PARKING STRUCTURE.
PETTY THEFT (SHOPLIFTING)	14-00352	1724	2/1/2014	1649	PENINSULA CENTER	OPEN FOR BUSINESS	HYGIENE PRODUCTS	SUSPECT ARRESTED.
<b>ARRESTS: PETTY THEFT-1</b>								

**SAN PEDRO:**

CRIME	FILE #	RD	DATE	TIME	LOCATION	METHOD OF ENTRY	LOSS	ADDITIONAL INFORMATION
NO CRIMES DURING THIS TIME								
<b>NO ARRESTS DURING THIS TIME</b>								

**PVP:**

CRIME	FILE #	RD	DATE	TIME	LOCATION	METHOD OF ENTRY	LOSS	ADDITIONAL INFORMATION
NO CRIMES DURING THIS TIME								
<b>NO ARRESTS DURING THIS TIME</b>								



PUBLIC RECORDS ACT REQUESTS -TRACKING LOG 2013

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
1/1/2013	1/2/2013	Ken Dyda	PRA request for Employee name/title/salary and additional payroll information	1/11/13 14-day extension letter sent. 1/12/13 Mr. Dyda sent response letter. 1/18/13 Staff sent follow up letter to Mr. Dyda's 1/12 letter. 1/19/13 Mr. Dyda sent follow up email & hardcopy letter. 1/25/13 Determination letter sent calling out production dates. 1/29/13 Received response letter from Mr. Dyda. 2/7/13 sent response letter to Mr. Dyda- received response from Mr. Dyda on 2/8/13. 2/19/13 sent response letter to Mr. Dyda regarding third/final production. 2/21/13 Mr. Dyda picked up and paid for 3rd/final production. Completed. On 3/11/13 Mr. Dyda submitted questions regarding his initial PRA request. Completed. **Note- On 6/25/13 Kathryn posted the 2012 State Controller's Compensation report to the City Manager's webpage.
1/3/2013	1/3/2013	Krista Johnson	PRA request for information regarding employee hours/ wellness accrual/ comp time etc	1/11/13 14-day extension letter sent. 1/21/13 City Clerk Morreale sent email to Ms. Johnson asking if she would be coming in soon to reiew samples as stated in 14 day letter- Ms. Johnson came in later that day. 1/25/13 Determination letter sent calling out production dates. 2/19/13 sent email with details of production- awaiting payment and response. 3/4/13 Ms. Johnson met with staff at City Hall- all productions provided. Ms. Johnson selected 370 pgs, paid \$85.10. Completed.
1/22/2013	1/22/2013	Edward Teyssier	PRA requests regarding Processing fee on business licenses.	1/30/13 Emailed letter - awaiting response. 2/7/13 received payment-mailed documents. Completed.
1/30/2013	1/30/2013	Horner & Associates	PRA for documents relating to Highridge Road and Crest Road	Compiling documents. 2/8/13 Provided documents to requestor. Completed.
2/6/2013	2/6/2013	Ruthee Goldkorn	PRA for copy of charter on ballot in 2011.	Provided copy. Completed.
2/12/2013	2/12/2013	Brad Austin	PRA for unrefunded checks.	2/19/13 sent response letter via email and USPS awaiting clarification from requestor.
3/1/2013	3/4/2013	Paul Seeley with Sheppard, Mullin, Richter & Hampton LLP	Employment Records for Aladdin Dinaali	3/5/13 Sent letter. Completed.

**PUBLIC RECORDS ACT REQUESTS -TRACKING LOG 2013**

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
3/25/2013	3/25/2013	SmartProcure LLC	PRA for PO Vendor Information	4/4/13 14-day extension letter sent. 4/18/13 received payment for requested documents. Completed.
3/28/2013	3/28/2013	Ken DeLong	PRA request for Vehicle Purchase information	4/5/13 14-day extension letter sent. 4/16/13 Final determination letter sent awaiting response from requestor. 4/18/13 Requestor met with City Clerk, reviewed documents, and paid for those selected. Completed.
4/1/2013	4/1/2013	Brad Austin	PRA request for unclaimed checks/ tax overpayments/ unclaimed funds	4/3/13 Final determination letter sent. Completed.
4/1/2013	4/1/2013	Brad Austin	PRA request for excess proceeds due to foreclosure / excess proceeds due to probate	4/3/13 Final determination letter sent. Completed.
4/2/2013	4/2/2013	John Freeman	PRA request regarding Lower Hesse Park Improvement Project	4/8/13 Emailed that no records exist. Completed.
3/28/2013	4/5/2013	Augustin Barragan with Center for Contract Compliance	PRA request regarding Ryan Park Restrooms Improvement & ADA Compliance. Requesting copy of original bid advertisement with proof of publication; signed contract; complete subcontractors list; payment & performance bond information; and project manager information.	4/8/13 PW Associate Engineer responded that this was completed on 4/4/13 - requestor had incorrect contractor listed. 4/10/13 Requestor contacted the City Clerk for an update and was informed that this was completed on 4/4/13. Requestor called back on 4/11/13 and was directed to speak to Bindu Vaish (Assoc. Eng). 4/15/13 City Clerk confirmed wth requestor information received. Completed.
4/8/2013	4/8/2013	Lawrence P. Adamsky Esq.	PRA request for Business Tax Applications, or current Business Tax Licenses, or Tax Certificates issued for businesses in five different categories.	4/18/13 14-day extension letter sent. 4/30/13 Final Determination letter sent - awaiting payment from requestor. 5/2/13 Received payment. Completed.
4/8/2013	4/10/2013	Thomas Fanchild	PRA Request for a list of all unclaimed "stale dated" checks which are 6-36 months old and over \$1,500.00 in value; and a City form which can be used to apply for ownership.	4/15/13 Sent letter to requestor that no records exist. Completed.

**PUBLIC RECORDS ACT REQUESTS -TRACKING LOG 2013**

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
5/3/2013	5/3/2013	Ken DeLong	PRA re: Gala Event ticket sales etc.	5/13/13 Emailed 14 day extension letter. 5/28/13 Sent determination letter to requestor. Mr. DeLong will meet with City Clerk Morreale on 6/3/13 at 10AM. Mr. DeLong reviewed the documents and selected and paid for one copy. Completed.
5/3/2013	5/3/2013	Nima Bahrami	PRA re: new businesses (hotels/restaurants/bars) for SiRV's information gathering - they are a Digital Signage Products company	5/13/13 Emailed 14 day extension letter. 5/15/13 Emailed final determination letter. Completed.
5/8/2013	5/13/2013	Center for Contract Compliance	Inspection Logs/Daily reports and Certified Payroll records for the Ryan Park Restroom Improvements/ADA Compliance	5/16/13 Sent certified letter to ZK Construction regarding requests. 5/23/13 Sent final determination letters - awaiting payment from requestor. 6/6/13 Payment received. Completed.
5/23/2013	5/23/2013	Laura Connolly	PRA for City Manager employment agreement	5/23/13 Sent requestor link to website. Completed.
5/23/2013	5/23/2013	Sharon Yarber	PRA #1 San Ramon Canyon pipe issues/writings etc.	5/31/13 Emailed and mailed 14 day extension letter. 6/13/13 Letter sent via email and USPS 1st production due 6/13/13; 2nd production due 6/27/13. Ms. Yarber reviewed 1st production of documents and paid for those selected. On 6/28/13 Ms. Yarber reviewed 2nd production of documents and paid for those selected. Completed.
5/28/2013	5/28/2013	Sunshine	PRA request for ICLEI and Subgroup information	5/29/13 Associate Planner Mikhail emailed response to questions. Completed.
5/29/2013	5/29/2013	Edgepoint/Nick Jacobs	PRA request for unclaimed checks/ tax overpayments/ unclaimed funds	6/3/13 Completed sent determination letter. Completed.
5/30/2013	5/30/2013	Sharon Yarber	PRA #2 San Ramon Harris & Assoc Engineering Change/ Bids from all contractors etc.	6/7/13 Emailed and mailed 14 day extension letter. 6/13/13 Letter sent via email and USPS 1st production due 6/13/13; 2nd production due 6/27/13. Ms. Yarber reviewed 1st production of documents and paid for those selected. On 6/28/13 Ms. Yarber reviewed 2nd production of documents and paid for those selected. Completed.
5/31/2013	5/31/2013	Sharon Yarber	PRA #3 Questions regarding Kennedy Jenks	6/10/13 Emailed and mailed 14 day extension letter, 1st production due 6/13/13; 2nd production due 6/20/13. Ms. Yarber reviewed 1st production of documents and paid for those selected. On 6/20/13 email sent to Ms. Yarber no additional records available for 2nd production. Completed.
6/3/2013	6/3/2013	Joe Olivares c/o Richardson Haran Ober	PRA Any and all records relating to 20 Rockinghorse Lane APN No. 7556-014-008	6/13/13 letter sent awaiting response from requestor. 6/21/13 Requestor paid and picked up documents. Completed.

PUBLIC RECORDS ACT REQUESTS -TRACKING LOG 2013

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
6/5/2013	6/15/2013	Sharon Yarber	PRA #4-1. Please provide a copy of the contract between the City and Kennedy/Jenks (excluding all exhibits). As I am sure this is readily available I would like to pick up a copy tomorrow morning. Please advise me today if this will be ready by around 7:45 A.M. tomorrow. If not available tomorrow please let me know when it will be available as soon as possible;	6/13/13 Emailed and mailed 14 day extension letter. 6/27/13 Letter sent via email and regular mail, documents are available today 6/27/13. Ms. Yarber will be in tomorrow 6/28/13 to review. On 6/28/13 Ms. Yarber reviewed production of documents and paid for those selected. Completed.
6/5/2013	6/5/2013	Sharon Yarber	PRA #4-2 Please produce for me the letters from the attorney for Mike Bubalo Construction regarding the rejection of its bid as late and the all correspondence (in paper or electronic form) or other writings from the City or the City Attorney in response thereto;	6/13/13 Emailed and mailed 14 day extension letter. 6/27/13 Letter sent via email and regular mail, documents are available today 6/27/13. Ms. Yarber will be in tomorrow 6/28/13 to review. On 6/28/13 Ms. Yarber reviewed production of documents and paid for those selected. Completed.
6/5/2013	6/5/2013	Sharon Yarber	PRA#4-3. Please provide a copy of the portion of the bid package that sets forth the date and time deadline by which bids had to be received by the City;	6/13/13 Emailed and mailed 14 day extension letter. 6/27/13 Letter sent via email and regular mail, documents are available today 6/27/13. Ms. Yarber will be in tomorrow 6/28/13 to review. On 6/28/13 Ms. Yarber reviewed production of documents and paid for those selected. Completed.
6/5/2013	6/5/2013	Sharon Yarber	PRA #4-4 Please provide a copy of all notes, correspondence, memoranda or other writings (in electronic or in paper form) reflecting communication of any nature between anyone on staff and anyone at Kennedy/Jenks or anyone at L.H. Woods with regard to retaining the services of Kennedy/Jenks. Please provide me with a copy of any invoices that have been received by Kennedy/Jenks and copies of any checks or wire transmittals in payment of same.	6/13/13 Emailed and mailed 14 day extension letter. 6/27/13 Letter sent via email and regular mail, documents are available today 6/27/13. Ms. Yarber will be in tomorrow 6/28/13 to review. On 6/28/13 Ms. Yarber reviewed production of documents and paid for those selected. Completed.

**PUBLIC RECORDS ACT REQUESTS -TRACKING LOG 2013**

<b>DATE OF REQUEST</b>	<b>DATE RECEIVED</b>	<b>REQUESTOR</b>	<b>SUBJECT</b>	<b>ACTION TAKEN</b>
6/5/2013	6/5/2013	Sharon Yarber	PRA #4-5 Please provide for me copies of all written information in possession of the City that discloses that Harris & Associates is not a steel pipe specialist, including reports, articles, communication to or from Harris & Associates or any other documentation or materials that supports the statement in the staff report.	6/13/13 Emailed and mailed 14 day extension letter. 6/27/13 Letter sent via email and regular mail, documents are available today 6/27/13. Ms. Yarber will be in tomorrow 6/28/13 to review. On 6/28/13 Ms. Yarber reviewed production of documents and paid for those selected. Completed.
6/5/2013	6/5/2013	Sharon Yarber	PRA #4-6 Please provide all written materials that discuss the condition of the pipe or the pipe lining installed at McCarrell Canyon from January 1, 2011 through today's date, together with all records of all inspections of the pipe and its lining by City staff or anyone retained by the City during that timeframe, including dates performed and observations noted.	6/13/13 Emailed and mailed 14 day extension letter. 6/27/13 Letter sent via email and regular mail, documents are available today 6/27/13. Ms. Yarber will be in tomorrow 6/28/13 to review. On 6/28/13 Ms. Yarber reviewed production of documents and paid for those selected. Completed.
6/5/2013	6/5/2013	Sharon Yarber	PRA #4-7. Please provide all reports, writings, notes, correspondence and other documentation between Permalok and the City with regard to the damage to the pipes for McCarrell Canyon sustained during transport.	6/13/13 Emailed and mailed 14 day extension letter. 6/27/13 Letter sent via email and regular mail, documents are available today 6/27/13. Ms. Yarber will be in tomorrow 6/28/13 to review. On 6/28/13 Ms. Yarber reviewed production of documents and paid for those selected. Completed.
6/5/2013	6/5/2013	Sharon Yarber	PRA #4-8. Please provide all reports, writings, notes, correspondence or other documentation between the City and Harris & Associates regarding whether the proposed pipe was an exact equal of the Permalok pipe.	6/13/13 Emailed and mailed 14 day extension letter. 6/27/13 Letter sent via email and regular mail, documents are available today 6/27/13. Ms. Yarber will be in tomorrow 6/28/13 to review. On 6/28/13 Ms. Yarber reviewed production of documents and paid for those selected. Completed.
6/5/2013	6/5/2013	Sharon Yarber	PRA #4-9. Please provide a copy of all records pertaining to the dates upon which inspections, if any, were made and the dates when any calibrations were performed on the date and time stamp used by the City to record when the bids were received on this project.	6/13/13 Emailed and mailed 14 day extension letter. 6/27/13 Letter sent via email and regular mail, documents are available today 6/27/13. Ms. Yarber will be in tomorrow 6/28/13 to review. On 6/28/13 Ms. Yarber reviewed production of documents and paid for those selected. Completed.

**PUBLIC RECORDS ACT REQUESTS -TRACKING LOG 2013**

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
6/5/2013	6/5/2013	Sharon Yarber	PRA #4-10. Please provide me with a copy of all documents that detail how the savings of \$630,000 (approx.) was calculated, including all breakdown information as between pipe, lining, labor, etc.	6/13/13 Emailed and mailed 14 day extension letter. 6/27/13 Letter sent via email and regular mail, documents are available today 6/27/13. Ms. Yarber will be in tomorrow 6/28/13 to review. On 6/28/13 Ms. Yarber reviewed production of documents and paid for those selected. Completed.
6/5/2013	6/5/2013	Sharon Yarber	PRA #4-11. Please provide me with a copy of the formal submittal, if any, received by the City from L.H. Woods requesting approval of the value engineering revision, together with a copy of the submittal of same to Harris for review.	6/13/13 Emailed and mailed 14 day extension letter. 6/27/13 Letter sent via email and regular mail, documents are available today 6/27/13. Ms. Yarber will be in tomorrow 6/28/13 to review. On 6/28/13 Ms. Yarber reviewed production of documents and paid for those selected. Completed.
6/10/2013	6/10/2013	Sharon Yarber	PRA #5 Value Engineering change orders for McCarrell Canyon	6/13/13 Emailed and mailed letter. Completed.
6/17/2013	6/17/2013	Sharon Yarber	PRA #6 Request for information relating to rejected bids.	6/25/13 City Clerk Morreale sent email response. Completed.
6/19/2013	6/19/2013	Sharon Yarber	PRA #7 Costs associated with San Ramon PRA	6/20/13 Response emailed to Ms. Yarber. Completed.
6/27/2013	6/27/2013	Devin Ralston	PRA Employee Salary Reporting information	7/3/13 Emailed response to requestor. Completed.
6/30/2013	6/30/2013	Dillan Betts SmartProcure	Preprogrammed Software reports for purchasing	7/8/13 Sent email to requestor. Awaiting response/payment. 7/18/13 received payment. Completed.
7/3/2013	7/3/2013	Daniel Simon	PRA request for transcripts or video for Dr. Roth from the late 80s	7/3/13 Administrative Analyst Cloke emailed requestor for clarification. Awaiting response/payment.
7/7/2013	7/8/2013	Professional Finders Jeff Koch	PRA request for stale/uncashed checks; Cash deposits/Perf Bonds Prop Tax Overpayment	7/17/13 Sent letter via email/USPS. Completed.
7/7/2013	7/8/2013	John Jensen	PRA- 4th of July Helicopter flyovers	7/17/13 Sent letter via email/USPS. Awaiting response. 7/19/13 Requestor met with Deputy City Clerk Takaoka today. Completed.
7/9/2013	7/9/2013	Allison Faris	PRA Ocean Trails	7/22/13 Requestor reviewed documents, selected some and will pick up and pay for them week of 7/29/13. 8/1/13 Requestor paid and picked up documents. Completed.
7/12/2013	7/12/2013	Donahoo & Associates Letitia Sorensen	PRA Records pertaining to Unique Performance Generator System Installation	7/22/13 Letter sent to requestor via email and USPS. Awaiting response/payment. 7/31/13 Payment received. Completed. 9/27/13 Requesor asked for copy of recorded Notice of Completion. Completed.
7/15/2013	7/15/2013	Sungard Karen Colvin	PRA for proposals or ERP Systems	7/23/13 Response letter sent via email and USPS. Response pending.
7/18/2013	7/18/2013	City of Torrance Gillian S. Studwell	PRA for residential street inspection	7/22/13 Sent letter to requestor via email and USPS. Completed.

PUBLIC RECORDS ACT REQUESTS -TRACKING LOG 2013

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
7/19/2013	7/19/2013	Center for Contract Compliance	PRA for Contractor information regarding RPV California Coastal Trail	7/22/13 Letter sent to requestor - completed (Vaish).
7/15/2013	7/22/2013	Great West Financial	PRA or service agreements; /Assets/457s	8/1/13 sent 14 day extension letter to requestor. 8/8/13 Final Determination letter sent. Awaiting payment. Check Payment of \$2.53 received 8/12/2013. Mailed 8/13/2013. Check for \$2.48 received 9/13 mailed documents. Completed.
7/18/2013	7/22/2013	Center for Contract Compliance	PRA Certified Payroll records for ZK Cnstruction	8/1/13 sent determination letter to requestor - awaiting payment. 8/19/13 Received payment. Completed.
7/18/2013	7/22/2013	Center for Contract Compliance	PRA Certified Payroll records for ZK Cnstruction's subcontractor Service First Contractors Network	8/1/13 sent 14 day extension letter to requestor. 8/15/13 Final determination letter sent. Awaiting payment. 9/17/13 Completed.
8/19/2013	8/26/2013	Center for Contract Compliance	PRA for Contract information regarding RPV California Coastal Trail	9/5/13 Final Determination letter sent. Awaiting payment. 10/7/13 Received payment. Completed.
8/27/2013	8/27/2013	Donald Davis (Marymount College)	PRA request for writings regarding Marymount College from 8/1/10 to present.	9/6/13 sent 14 day extension letter to requestor. 9/20/13 Letter sent to requestor confirming that the request has been placed on hold. See revised PRA dated 12/16/13.
8/30/2013	8/30/2013	Madhusudan Ravi (California Common Sense)	PRA request for publicly available financial data such as tax revenues, expenditures, salary and benefits, and annual pension contributions for FY's 97-98; 02-03; 07-08; 12-13; 13-14	9/9/13 Sent determination letter via email and USPS. Awaiting response/payment.
8/30/2013	8/30/2013	Sara Boyer (US Bureaus Veritas)	PRA request for Building Permits for 5539 Crenshaw Blvd	9/9/13 City Clerk Morreale left voicemail for requestor- address not in our City. Completed.
9/5/2013	9/5/2013	Adam Kaupert (Multi-National Business Solutions)	PRA request for business licenses issued in last 3 months including owner contact info, in Excel format.	9/13/13 Determination letter sent. Completed.
9/15/2013	9/16/2013	Barry Allen (Vanguardians)	PRA request for total compensation for tp 10 employees and all departments for 2012.	9/20/13 Final Determination letter sent. Completed.
9/19/2013	9/19/2013	Ken Dyda	PRA Number of dewatering wells installed in Portuguese Bend Slide.	9/19/13 Senior Engineer Dragoo sent response. Completed.
9/19/2013	9/19/2013	Ken Dyda	PRA City's expenditures re: Portuguese Bend Slide remedial effort	9/26/13 Determination letter sent- awaiting response from Mr. Dyda. 10/3/13 Mr. Dyda met with staff this evening. Completed.
9/30/2013	9/30/2013	Jon Wren	PRA request for documents re: 6942 Loft Grove Drive	10/3/13 Determination letter sent - awaiting response/payment. 10/4/13Requestor paid for and picked up documents. Completed.

PUBLIC RECORDS ACT REQUESTS -TRACKING LOG 2013

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
10/7/2013	10/7/2013	Terelle Jerricks	PRA request for financial records for Cynthia Smith Campaign 2011	10/8/2013 City Clerk Morreale responded. Now awaiting response from requestor. 10/15/13 Requestor came in and reviewed documents. Completed.
10/2/2013	10/7/2013	Center for Contract Compliance	PRA for Contractor information regarding RPV California Coastal Trail certified payroll records	10/17/13 Determination letter sent - awaiting payment. 10/25/13 Payment received. Completed.
10/2/2013	10/7/2013	Center for Contract Compliance	PRA for Contractor information regarding RPV California Coastal Trail - Inspectors logs and daily reports.	10/10/13 Final determination letter sent. Completed.
10/15/13	10/16/2013	Smart Procure c/o Dillan Betts	PRA for PO/Vendor Information June 2013-present	10/21/13 Response sent to requestor. Completed.
10/22/2013	10/22/2013	Lisa Shusto Exponent Failure Analysis Associates	PRA or documents relating to 3467 Newridge Drive	10/28/13 Sent determination letter- awaiting response/payment. 11/1/13 requestor paid for and picked up documents. Completed.
10/25/2013	10/25/2013	State of CA Rory Allen - CA State Parks	PRA request- Beach Parking	10/30/13 Completed.
10/31/2013	12/17/2013	Chris Del Moro	PRA requests for accident requests; equestrian field incidents-but requestors phone had long periods of silence- I asked resident to send a quick email with locations of request and timeline - to date no email received or follow up call. 12/17/13- received PRA request.	12/19/13 14 day letter sent. Awaiting response from requestor. 1/10/14 Sent determination letter - awaiting response. 1/24/14 Mr. Del Moro reviewed and paid for selected documents. Completed.
11/4/2013	11/5/2013	Tara S. Kaushik Manatt, Phelps, Phillips, LLP	PRA Southern California Edison records	11/13/13 14 day extension letter sent. 11/27/13 Determination letter sent to requestor, awaiting payment. 12/6/13 received payment. Completed. <b>Note- copies of cds of meeting dates are in PRA file folder .</b>
11/4/2013	11/5/2013	Ken Dyda	PRA re: meeting of 10/3/13 ref. PRA for Portuguese Bend Slide remedial effort (9/19/13)	11/12/13 City Clerk Morreale contacted Mr. Dyda and referred to determination letter of 9/26/13- after clarification this PRA is complete.
11/10/2013	11/10/2013	Mickey Rodich	PRA PVDS Roadway Maintenance Project	11/19/13 City Clerk Morreale emailed response letter to requestor. Completed. 12/19/30 Mr. Rodich requested clarification on responses received. 12/20/13 City Attorney Lynch responded to Mr. Rodich. Completed.
11/11/2013	11/12/2013	Scott Cooper Cal Coast Companies LLC	PRA for Multi Family Residential Construction Inspection Fee and Mechanical Electrical Plumbing Review Fee	11/19/13 City Clerk Morreale emailed response letter to requestor. Awaiting response/payment.
11/25/2013	11/25/2013	Charlotte Radtke So Cal Office Technologies	PRA request for all agreements re: copier/multifunction contract	12/5/13 Response sent to requestor. Awaiting payment. 12/17/13 picked up and paid for copies. Completed.

PUBLIC RECORDS ACT REQUESTS -TRACKING LOG 2013

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
12/3/2013	12/3/2013	R Fierro	Franchise Agreement between City and Waste Management	12/5/13 Deputy City Clerk Takaoka responded to requestor-Completed.
12/6/2013	12/6/2013	Wallin, Kress, Reisman, & Kranitz LP	PRA for Multi Family Residential Construction Inspection Fee and Mechanical Electrical Plumbing Review Fee	12/16/13 14 day extension letter sent. 12/18/13 Requestor came in reviewed documents, purchased 2 cds and asked to hold off on further research for bullet items 5 and 6 until further notice.
12/6/2013	12/6/2013	Douglas Beck	PRA regarding property at 41 Cherryhill Lane	12/16/13 14 day extension letter sent. 12/20/13 Final determination letter sent awaiting payment. 1/2/14 received payment. Completed.
12/12/2013	12/12/2013	Eric Steele	PRA Code Violations	12/20/13 14 day extension letter sent. 1/10/14 documents are available, contacted requestor-awaiting payment. 1/16/14 received payment. Completed.
12/16/2013	12/16/2013	Marymount California University	Revised PRA request- writings to Concerned Citizens Coalition	12/20/13 14 day extension letter sent. 1/9/14 sent determination letter. Awaiting response. 1/14/14 Mr. Davis reviewed the 1st production. 1/24/14 Emailed Mr. Davis 2nd production is ready for his review.