

MEMORANDUM



RANCHO PALOS VERDES

TO: RANCHO PALOS VERDES CITY COUNCIL  
FROM: CITY MANAGER *CJP*  
DATE: MARCH 6, 2013  
SUBJECT: ADMINISTRATIVE REPORT NO. 13-09

I. CITY MANAGER AND DEPARTMENT REPORTS (See Attachments)

- CITY MANAGER – Page 5
  - Kelp Forest Restoration Along City's Coastline
- FINANCE & IT – No report this week
- PUBLIC WORKS – PAGE 9
  - Construction Update – Residential Streets Improvement Project
  - Whale of a Day Booth
  - PVDE Public Workshops Update
  - Whale of a Day Update
  - Earth Day School Assembly
  - Excavation/Traffic Control/Drainage Plans
  - Permit Report
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  - Marymount College – CUP Revision “F” Letter
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II. CORRESPONDENCE AND INFORMATION RECEIVED (See Attachments)

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# March 2013

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1 10:00 am—11:00 am—Meet & Greet w/Assembly Member Muratsuchi @ Katy Geissert Library in Torrance (Brooks)	2 10:00 am—4:00 pm—Whale of a Day @ PVIC
6	4 7:30 am—Mayor's Breakfast @ Coco's (Brooks/Knight)	5 7:00 pm—City Council Meeting @ Hesse Park	6 7:00 pm—FAC Meeting @ Community Room	7 6:00 pm—8:30 pm - LCC Membership Meeting @ Luminarias/Monterey Park (Campbell)	8	9
10	11	12 7:00 pm—Planning Commission Meeting @ Hesse Park	13 7:00 pm—TSC PVDE Workshop @ The Commons Room @ Marymount College	14 6:00 pm—Salute to Business @ Trump (Lehr/Campbell/Duhovic)  7:00 pm—Vector Control Board Meeting - Culver City (Brooks)	15	16
17 5:00 pm—7:30 pm PVPLC 25th Anniversary @ PVIC	18	19 7:00 pm—City Council Meeting @ Hesse Park	20 12:00 pm—Mayor's Lunch @ The Depot (Brooks)  1:30 pm—Sanitation District Meeting (Brooks)	21 7:00 pm—EPC Meeting—Community Room	22	23
24	25 7:00 pm—Traffic Safety Meeting—Community Room	26 7:00 pm—Planning Commission Meeting @ Hesse Park	27	28	29	30
31						

# April 2013

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 <i>7:30 am—Mayor's Breakfast @ Coco's (Brooks/Misetich)</i>	2 <i>7:00 pm—City Council Meeting @ Hesse Park</i>	3	4	5	6 <i>9:30 am—11:00 am—Composting Workshop @ Hesse Park</i>
7	8	9 <i>7:00 pm—Planning Commission Meeting @ Hesse Park</i>	10 <i>7:00 pm—Oversight Committee Meeting—Community Room</i>	11	12	13
14	15	16 <i>7:00 pm—City Council Meeting @ Hesse Park</i>	17 <i>12:00 pm—Mayor's Lunch @ The Depot (Brooks)</i> <i>1:30 pm—Sanitation District Meeting (Brooks)</i> <i>7:00 pm—FAC—Community Room</i>	18 <i>7:00 pm—EPC Meeting—Community Room</i>	19	20 <i>9:00—12:00—RPV E-Waste Shredding Event @ City Hall</i>
21	22 <i>7:00 pm—Traffic Safety Commission @ Community Room</i>	23 <i>7:00 pm—Planning Commission Meeting @ Hesse Park</i>	24	25	26	27
28	29	30 <i>7:00 pm—City Council Meeting @ Hesse Park (Budget Workshop)</i>				

# May 2013

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5 <i>6:00 pm - "Forty &amp; Fabulous" - RPV 40th Anniversary Gala @ Terranea</i>	6 <i>7:30 am—Mayor's Breakfast @ Coco's (Brooks/Duhovic)</i>	7 <i>7:00 pm—City Council Meeting @ Hesse Park</i>	8 <i>7:00 pm—FAC—Community Room</i>	9 <i>8:00 am—Regional Law Enforcement Meeting @ RH City Hall (Brooks/Misetich)</i>  <i>7:00 pm—Vector Control Board Meeting - Culver City (Brooks)</i>	10	11 <i>9:00 am—3:00 pm—HHW/E-Waste Roundup @ City Hall Maintenance Yard</i>
12	13	14 <i>7:00 pm—Planning Commission Meeting @ Hesse Park</i>	15 <i>12:00 pm—Mayor's Lunch @ The Depot ((Brooks)</i>  <i>1:30 pm—Sanitation District Meeting (Brooks)</i>	16 <i>7:00 pm—EPC Meeting @ Community Room</i>	17	18
				<i>CCCA 54th Municipal Seminar—Indian Wells, CA (Brooks, Campbell, Lehr)</i>		
19	20	21 <i>7:00 pm—City Council Meeting @ Hesse Park</i>	22	23	24	25
26	27 <i>Memorial Day Holiday—City Hall Closed</i>	28	29	30	31	



# RANCHO PALOS VERDES

## MEMORANDUM

**TO:** HONORABLE MAYOR AND CITY COUNCIL  
**FROM:** CAROLYN LEHR, CITY MANAGER *CL*  
**DATE:** MARCH 6, 2013  
**SUBJECT:** WEEKLY ADMINISTRATIVE REPORT

### **KELP FOREST RESTORATION ALONG CITY'S COASTLINE**

As the City Council may recall, two (2) State marine protected areas (MPAs) were established along a portion of the City's coastline in January 2012. The MPAs are a component of the Marine Life Protection Act (MLPA) that was approved by the State legislature in 1999. Within the Point Vicente and Abalone Cove MPAs, fishing activity is now either prohibited entirely or very strictly limited.

Another component of the MLPA is the restoration of kelp forests along the coastline of the Peninsula through the relocation of sea urchins. As described in the attached *Daily Breeze* article of March 3, 2013, LA Waterkeeper divers appear to be having great success in relocating urchins and assisting the re-establishment of kelp forests on the former sites of "sea urchin barrens." The article reports that sea urchin relocation is nearly complete off the coast of the Terranea Resort, and that divers will be moving to off-shore waters near Rocky Point in Palos Verdes Estates.

## Los Angeles Waterkeeper restores kelp and marine life one urchin at a time

By Sandy Mazza, Staff Writer Daily Breeze

Posted:

DailyBreeze.com

Sixty-foot tall vines of giant kelp bob and sway up to the ocean surface off of Palos Verdes Peninsula's coves. They sit on a stretch of sea floor that was desolate of nearly all life a few years ago.

The relatively new kelp forest brought hundreds of species back to a coastal area that had become overrun with purple sea urchins, leaving little habitat for other animals or plants to thrive.

The transformation was the result of humans acting as sea otters - an urchin-eating marine mammal forcibly removed from southern California in the 1980s and 1990s. Los Angeles Waterkeeper has worked since 2005 to fill the role of the sea otter off of Palos Verdes and San Pedro, said Brian Meux, a spokesman for the nonprofit environmental advocacy group.

"Without sea otters, the urchin (population) explodes and eats all the kelp," Meux explained. "And everything dependent on kelp - about 800 species depend on it at some point in their lives - dies."

LA Waterkeeper divers have relocated urchins in the area, allowing kelp - the world's fastest growing algae - to flourish, Meux said.

Though sea otters are native to the waters off of Los Angeles, they were hunted to near extinction by the 1930s. The population recovered slightly and, in 1987, the U.S. Fish and Wildlife Service implemented a "no-otter zone" in Southern California. About 140 otters were relocated to Northern California. The relocation did not help or contain the animals, and the no-otter zone was lifted this year.

Purple sea urchins are able to live for decades with little food because they can exist in an "alternative stable state," Meux said. So, after they eat all the kelp in an area, they can settle there in massive piles of slow-moving, malnourished urchin.

"They're like urchin zombies," he said. "They go into a low metabolic state and they can survive like that."

To replace the otter's role in the ecosystem, volunteer scuba divers working with LA Waterkeeper have systematically, by hand, relocated thousands of urchin from the coastal waters to areas further out. With less predators eating it, plumes of giant kelp have thrived.

With the kelp, other life has flourished off of Palos Verdes. Kelp bass, rock fish, giant kelp fish and many species of invertebrates have made a visible comeback, said Meux.

The number of species that has returned to the area "is immense," Meux said. "It's too big to count. And there's tourism - kayakers, paddleboarders and recreational divers."

LA Waterkeeper has worked to restore the Santa Monica and San Pedro bays since 1993. In addition to kelp restoration, the organization monitors water pollution, sues governmental agencies in cases of pollution, and advocates for marine protected areas.

Last year, the state implemented marine protected areas (MPAs) in coastal waters designated as having wildlife that needed to be protected. The designated areas prohibit or restrict fishing rights.

[http://www.dailybreeze.com/news/ci\\_22706268/los-angeles-waterkeeper-restores-kelp-and-marine-life](http://www.dailybreeze.com/news/ci_22706268/los-angeles-waterkeeper-restores-kelp-and-marine-life)

The introduction of MPAs gave LA Waterkeeper workers a welcome boost. They were already working in what are now the Point Vicente and Abalone Cove MPAs. The organization became an advocate for MPAs and now hopes that the conservation areas will make their restoration work unnecessary.

"Instead of us restoring this ourselves, let's let nature do it for us," said LA Waterkeeper Outreach Coordinator Michael Quill. "That's what MPAs do."

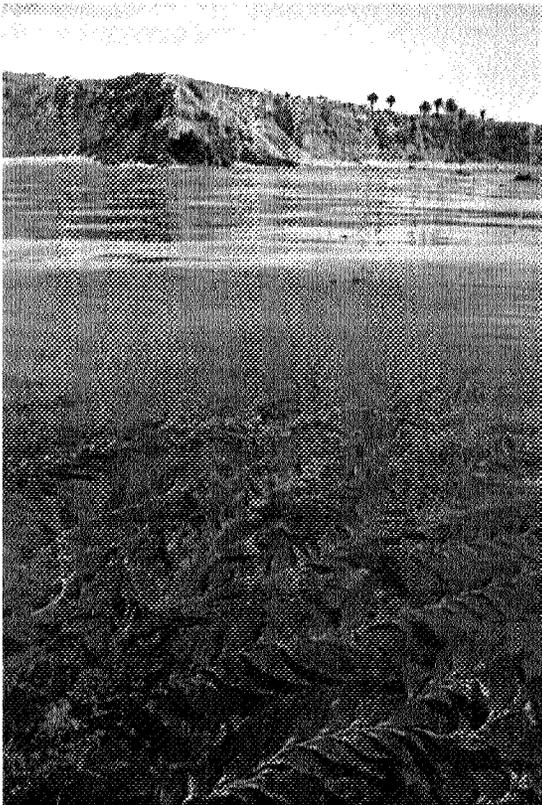
The group is nearly finished its work off of Terranea Resort, and will next continue urchin relocation slightly north of there at Rocky Point.

On a Saturday boat trip to the MPAs off of Palos Verdes, Quill stopped to tell a pair of fishers that they were illegally fishing in a marine protected area. He directed them out of the conservation area.

"A lot of people just don't know about the MPAs," Quill said. "That's why they need nonprofits to advocate for them."



An egret walks atop a restored kelp forest along the Palos Verdes coast where a project by the Los Angeles Waterkeeper is in place to remove purple sea urchins that destroy kelp. (Photo by Brad Graverson)



Los Angeles Waterkeeper has restored native kelp beds off the Palos Verdes Peninsula by relocating harmful purple sea urchins that destroy the kelp beds. (Photo by Brad Graverson)



Michael Quill, left, is the MPA Outreach Coordinator and Brian Meux is the Marine Programs Manager. Los Angeles Waterkeeper works to restore kelp and marine life to coastal regions. (Photo by Brad Graverson)



**MEMORANDUM**

**RANCHO PALOS VERDES**

**TO: CAROLYN LEHR, CITY MANAGER**

**FROM: LES M. JONES II, INTERIM DIRECTOR OF PUBLIC WORKS**

**DATE: MARCH 6, 2013**

**SUBJECT: WEEKLY ADMINISTRATIVE REPORT**

**CONSTRUCTION UPDATE ON PHASE I OF THE FY11-12 RESIDENTIAL STREETS IMPROVEMENT PROJECT, AREAS 3 AND 5**

Construction work continues this week on concrete repairs along Elkridge Dr, Longhill Dr, Delacroix Rd, Golden Arrow Dr, and Beechgate Dr in preparation for the final street resurfacing. Coordination efforts ensured that no construction work was performed near Lone Valley Dr on Tuesday, March 5<sup>th</sup>, so as not to disturb the polling place located there. Construction progress delays due to forecasted rain are anticipated towards the end of this week. An updated project schedule will be posted on the project website:

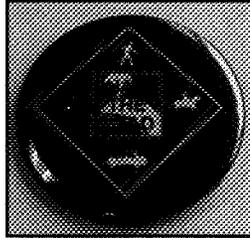
<http://palosverdes.com/rpv/publicworks/Residential-Streets-Improvement-Areas-3-5/index.cfm>



**Sidewalk Panel Repair on Browndeer Lane near Lone Valley Drive**

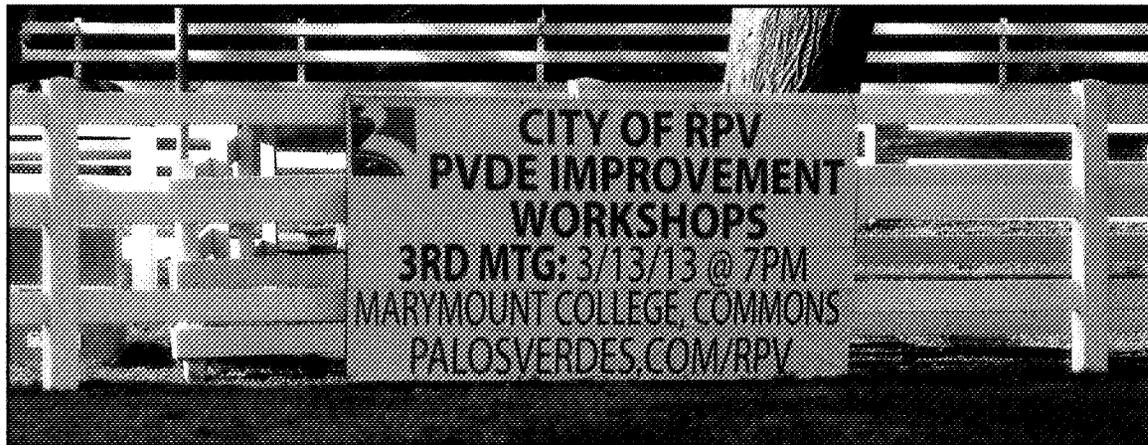
**SHARE THE ROAD MESSAGE GIVEN AT WHALE OF A DAY TRAFFIC SAFETY COMMISSION BOOTH**

At last Saturday's Whale of a Day event at the Point Vicente Interpretive Center (PVIC), Traffic Safety Commission members and Public Works Department Staff spread the message of "Share the Road" at the Traffic Safety Commission booth. The popular "Share the Road" buttons were given to those event attendees that visited the booth and helped to remind everyone to share the roadway with other users traveling in vehicles, on motorcycles, on bicycles, on horses, and on foot. Commissioners and Public Works Staff also reminded those that visited the booth of the upcoming Palos Verdes Drive East Roadway Improvements Project workshop on March 13<sup>th</sup> and discussed various traffic safety topics.



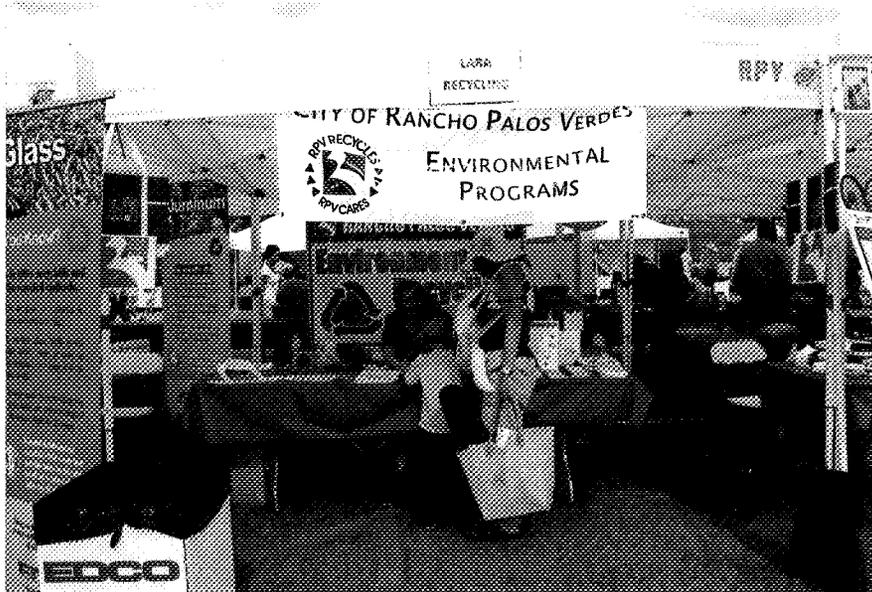
## **PALOS VERDES DRIVE EAST PUBLIC WORKSHOPS UPDATE**

The third and final public outreach workshop that will be conducted in conjunction with the design of the Palos Verdes Drive East Roadway Resurfacing and Improvements Project is coming up on Wednesday, March 13<sup>th</sup>, 2013. This workshop will be held at 7pm in the Commons Room at Marymount College located at 30800 Palos Verdes Drive East. Presented by the Rancho Palos Verdes Traffic Safety Commission and Public Works Department Staff, these workshops are intended to help inform the public of the project as well as to gather input from the community. The Palos Verdes Drive East project limits extend from the intersection at Palos Verdes Drive South to the northerly City limit near the intersection with Conestoga Drive, and the project design is nearing completion. Rancho Palos Verdes residents and any other interested members of the public are encouraged to attend.



## **WHALE OF A DAY UPDATE**

Public Works maintenance staff assisted Recreation and Park staff and other vendors during Whale of a Day. The work included set up and breakdown of traffic control, information and vendor booths, placement and removal of banners, tables, chairs, and trash and recycling receptacles. It was a beautiful day and close to 2,000 people attended. Public Works Environmental booth was popular and over 300 people dropped by. Many kids and adults took the recycling quizzes to win gifts. The grocery bags and mini recycling bins were very popular. The paper shredding, household hazardous waste roundup and composting information and fliers were well received. EDCO's booth was situated next to the PW Environmental Booth. EDCO distributed totes, and information regarding recycling and the upcoming recycling events.



### **EARTH DAY SCHOOL ASSEMBLY**

This week, in celebration of April's Earth Day 2013, PW has reached out to the PVPUSD elementary schools and invited them to participate in a fun, interactive, educational Earth Day Show in the month of April. During the show, students would learn what materials can be recycled, how the energy saved by recycling creates less pollution and how to be environmental pioneers in the classroom. This show/assembly would be appropriate for kids Kindergarten to 2<sup>nd</sup> grade. Waste Management, the PVPUSD contracted waste hauler, and Public Works are sponsoring the shows.

### **PUBLIC WORKS - EXCAVATION/TRAFFIC CONTROL/DRAINAGE PLANS RECEIVED FOR REVIEW**

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 of **February 2013**.

#### **Excavation/Maintenance Review:**

6990 W Los Verdes Dr: Sprint 4G upgrade  
7 Sea Cove Dr: New Single Family Residence  
Mustang Rd 495' s/o Bronco Dr: SCE  
Ella Rd – 240' n/o Certa Dr: PAR Electric

#### **Traffic Control Plan Review:**

6990 W Los Verdes Dr: Sprint 4G upgrade  
PVDS & Seacove Dr (north side): SCE  
Hawthorne & Crest Rd: SCE  
Crenshaw s/o Crest Rd: SCE

PVDW n/o Rue Beaupre: SCE  
30150 PVDW: SCE  
Crest Rd s/o Avenida De Rosa: PAR Electric

**Drainage Review:**

None

**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 February 2013.

**2013 February**

So Calif Edison	19
Asplundh (SCE)	3
The Gas Company	1
Verizon	1
California Water Service	1
Cox Communication	2
Dumpster	2
Miscellaneous	9
<b>TOTAL</b>	<b>38</b>



**TO:** Carolyn Lehr, City Manager  
**FROM:** Joel Rojas, Community Development Director  
**DATE:** March 6, 2013  
**SUBJECT:** Weekly Administrative Report

**Marymount College - Fee Waiver Request for the Proposed Revision to the Variance for the Athletic Field**

On February 26, 2013, Marymount College submitted a request (see attachment) for the City Council's consideration of a fee waiver (\$4,213) for the revision to the Variance Application for the proposed reconfiguration of the 2010 Council approved Athletic Field. The College's fee waiver request is pursuant to Section 17.78.010.B of the RPVMC. The City Council will be asked to consider the fee waiver request at a future meeting.

**Marymount College – CUP Revision “F” Letter**

On February 27, 2013, the City received a letter (see attachment) from Marymount College responding to the City's February 22, 2013 letter (see attachment) deeming the College's current CUP Revision “F” application request incomplete for processing due to missing information that was submitted to the City on January 25, 2013. For various reasons, the College is protesting the City's determination that the application is incomplete. City Staff intends to respond to the College's recent letter within the next few days, particularly as it relates to the College's request to revise the 2010 Council approved Athletic Field that directly impacts the build ability of the master campus plan approved by the City Council in 2010. Staff will provide the Council with a copy of its response letter via email and in next week's Administrative Report.

**Planning Commission “Draft” Agenda**

Attached is the “Draft” agenda for the Planning Commission meeting on March 12, 2013.

**Planning Division Monthly Activity Report**

Attached is the Planning Division's Monthly Activity Report for February 2013. 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 **35** new applications during the month and

**Community Development Department  
Weekly Administrative Report  
March 6, 2013**

took action on **28** previously submitted applications.

**Building and Safety Division Monthly Activity Report**

Attached is the Building and Safety Division's Monthly Activity Report for February 2013. 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 **118** permits during the month of February 2013.

**Code Enforcement Division Monthly Activity Report**

Attached is the Code Enforcement Division's Monthly Activity Report for February 2013. 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 **37** field inspections and brought **18** cases to closure.

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

Attached is the View Restoration Division's Monthly Activity Report for February 2013. 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 **3** new applications in the month of February 2013.

**Applications of Note**

Attached is a table with a summary of the applications of note that were submitted to the department between Wednesday, February 27th and Tuesday, March 5th, 2013.

**Attachments**

- February 26, 2013 Marymount College Fee Waiver Request Letter
- February 27, 2013 Marymount College CUP Revision "F" Letter
- Planning Commission "Draft" Agenda for March 12, 2013
- Planning Division Activity for February 2013
- Building & Safety Activity Summary for February 2013
- Code Enforcement Activity Summary for February 2013
- View Activity Summary for February 2013
- Applications of Note

# Marymount College

PALOS VERDES, CALIFORNIA

OFFICE OF BUSINESS SERVICES  
30800 Palos Verdes Drive East  
Rancho Palos Verdes, CA 90275  
Phone: 310-377-5501  
www.marymountpv.edu

RECEIVED

FEB 26 2013

COMMUNITY DEVELOPMENT  
DEPARTMENT

February 25, 2013

Joel Rojas, Director  
Ara Mihranian, Deputy Director  
Community Development  
City of Rancho Palos Verdes  
30940 Hawthorne Boulevard  
Rancho Palos Verdes, California 90275-5391

**Re: Request for a Fee Waiver for the Revision to the Variance for the Athletic Field Netting**

Dear Messrs. Rojas and Mihranian:

At your direction, Marymount submitted an application on January 25, 2013 for an amendment to the variance that was granted by the City Council in June 2010 under Resolution No. 2010-42, which, among other things, permits the College to install retractable netting that extends to a height of 30 feet above the field surface around portions of the proposed relocated athletic field (the "Recreational Netting Variance" or "Variance"). We understand that an amendment to the Recreational Netting Variance was deemed necessary because the College is proposing to remove the tennis courts adjacent to the field in order to expand the size of the field as part of the proposed "Revision F" to its CUP. As a result, retractable netting will need to be installed along the westerly side of the field in the proximate locations where the City approved two tennis courts that would have had 20-foot tall permanent fencing.

At this time, the College would like to request that the City Council consider waiving the fee of \$4213 that was submitted with the application to amend the Variance at the time the Council considers the application pursuant to Rancho Palos Verdes Municipal Code section 17.78.010.B. That code section authorizes the City Council to waive a land use application fee if it finds that the applicant is "a nonprofit corporation registered with the state of California" or the "use or activity proposed ... are charitable, educational or otherwise provide a substantial benefit to the public." Both of these findings can be made in that Marymount is a nonprofit institution registered in California and the Variance revision is related to the proposed relocation of the College's athletic field, which facility is an integral part of Marymount's education mission and has long been and will continue to be used by the community for a variety of recreational activities.

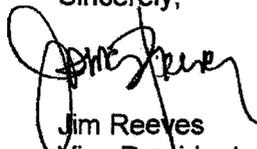
Marymount is requesting this fee waiver in large part based on our understanding of the limited nature of the Variance revision and our assumption that much of the analysis needed for the revision will be covered by the College's separate fee payment for the CUP amendment

Joel Rojas and Ara Mihranian  
February 25, 2013  
Page 2

(\$4,734) and the related reimbursement payments to the City for the staff and consultant time associated with that application, which will likely cost many thousands of dollars as well.

On behalf of Marymount College, I appreciate the City's consideration of this request.

Sincerely,

A handwritten signature in black ink, appearing to read "Jim Reeves", written over a printed name.

Jim Reeves  
Vice President, Finance & Administration



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February 27, 2013

**VIA U.S MAIL & E-MAIL**

Joel Rojas, Director  
Ara Mihranian, Deputy Director  
Community Development  
City of Rancho Palos Verdes  
30940 Hawthorne Boulevard  
Rancho Palos Verdes, California 90275-5391

**Re: Marymount College: Processing of Application for Revision "F" to CUP No. 9  
(ZON2012-00366)**

Dear Messrs. Rojas and Mihranian:

I write on behalf of Marymount College in response to the letter to President Brophy dated February 22, 2013 from Mr. Mihranian (attached) indicating that the referenced application has not been deemed "complete" by the City based on the "information or clarification" items requested in the letter. While this letter is intended to address the listed items, we strongly disagree that such items constitute grounds under the Permit Streamlining Act for the apparent inertia on the part of the City to expeditiously process the requested modifications to the College's approved plans for its relocated Athletic Field, which revisions were first presented to City staff more than 10 months ago. This recreational facility is critical not only to Marymount's programming needs, but is also a long-awaited community asset. Accordingly, we respectfully request that the City devote the time and resources necessary to act on this application without further delay.

**A. The Application should be deemed complete under the Permit Streamlining Act.**

As an initial matter, the College is extremely disappointed that City staff waited until the last possible day of the 30-day period afforded under the Permit Streamlining Act ("PSA") to respond to such a time sensitive application. The additional information or revisions provided by the College on January 25, 2013 in response to the City's first request of November 27, 2012 were not extensive and the application was itself narrowed to a single improvement – the Athletic Field.

Marymount CUP Revision "F"  
February 27, 2013  
Page 2

Turning to the requirements of the PSA, as the City is well aware,<sup>1</sup> the overall policy of the PSA, as stated in Government Code section 65921, is to "expedite decisions" on projects and to relieve permit applicants from protracted and unjustified delays in processing their permit applications.<sup>2</sup> In order for project applicants to have a clear understanding of what is required of them, the PSA mandates that "*each local agency shall compile one or more lists that shall specify in detail the information that will be required from any applicant for a development project.*"<sup>3</sup> The City's PSA information list must also "indicate the criteria which the [City] will apply in order to determine the completeness of any application submitted to it for a development project."<sup>4</sup> Furthermore, the PSA also clearly states that an applicant cannot be required to "submit with his or her initial application *the entirety of the information which a public agency may require in order to take final action on the application.*"<sup>5</sup>

With these policies and requirements in mind, the five alleged "completeness" items are not included in any City PSA "list" that I am aware of, nor could I find them posted on the City's website (which is generally a fine example of government transparency). I suspect that this is because the items are not true completeness items, but rather, as further discussed below, the items are permissible requests for clarification or supplemental information that the City may certainly request **after** an application is deemed complete based on the City's PSA list.<sup>6</sup>

The College's response and position on each specific item follows:

**1. Clarification of the College's intentions with respect to the approved facilities and improvements under Phases 1 - 3.**

Within the outer time period currently permitted under Phase 1 of Condition No. 60(a) (e.g., September 30, 2013), and as disclosed on multiple occasions in conversations with staff and before the City Council, the College has indicated that it is prepared to complete the parking improvements needed to provide the 120 additional spaces required under the CUP (currently underway) and the Athletic Field.

With respect to the remaining Phase 1 improvements, the Council's approval of the revised parking lot plans in April 2012, which provided for all required campus parking, reduced the need to concurrently commence work on the reconfiguration of the northern campus parking areas proposed under Phase 1 because such work would not add any additional parking

<sup>1</sup> I refer you to my prior letter of September 2005 outlining the City's non-compliance at the time with the PSA regarding the College revised application for CUP Revision "E" for the campus master plan. As you will recall, the City ultimately acknowledged that the application should be deemed complete under the PSA.

<sup>2</sup> See *Bickel v. City of Piedmont* (1997) 16 Cal.4th 1040, 1046.

<sup>3</sup> Govt. Code § 65940; emphasis added.

<sup>4</sup> Govt. Code § 65941(a).

<sup>5</sup> Govt. Code § 65944(b); emphasis added.

<sup>6</sup> See Govt. Code § 65944(a).

Marymount CUP Revision "F"  
February 27, 2013  
Page 3

spaces, but would require significant and costly grading. Much of the remaining preliminary grading work in Phase 1 is associated with the construction of the proposed Athletic Building, which has always been part of Phase 2. Again, rather than do extensive preliminary grading for an improvement that was not being immediately constructed (and would thus only result in an empty building pad), the College put the City on notice in its CUP amendment application of October 2012 that Marymount would like to amend its approvals to extend the outside completion date for this grading work as well as the time periods to complete Phases 2 and 3. In the City's letter of November 27, 2012, staff requested detailed information on any proposed revisions to the grading plans and quantities associated with the application to extend the phasing schedule.

Marymount viewed this as a valid request under the circumstances, and promptly directed its engineers to provide such information. City staff was advised in December 2012 that such work was underway, but would take many weeks to complete, which is why the requested phasing amendments to the CUP in the October application were deleted from the application for Revision "F" submitted in January 2013. City staff was further advised that the phasing amendments would be resubmitted at a later date once the requested grading information was prepared.

In short, at no time has the College indicated that it intended to let the approval for the remaining Phase 1 grading and other improvements "lapse," but rather, the College has for many months been working on an extension request that the College had originally hoped when submitted in October 2012 would be considered by the City Council in advance of the current outside completion date for Phase 1, which at the time was approximately one year later (i.e., September 30, 2013).

With respect to staff's understanding, as stated in the letter, that "At a future time, the College intends to seek further approvals to ... the improvements for Phase 2 and 3," we are not entirely clear as to what you are referring to. In order to avoid any misunderstanding, let us explain the College's intentions again in our own words. In its October 2012 application, the College stated its intention to request additional time to complete construction of the approved facilities listed in these phases, so to the extent a time extension for the existing approvals is desired by the College -- that is a correct understanding. However, to be clear, Marymount has not proposed and is not intending to propose any changes to the physical locations, footprints, or features of the seven facilities included in Phases 2 and 3. Furthermore, subject to its continuing rights under the existing CUP approvals described below, Marymount's current intention is not to commence work on these facilities until action is taken by the City Council on the desired extension of the phasing schedule.

Marymount would also like to clarify what may be a misconception held by certain City staff members based on some of the comments made by staff during the February 22, 2013 conference call. That is, if the City Council for whatever reason does not act on or approve the request to extend the time period for the remaining Phase 1 grading work by September 30,

Marymount CUP Revision "F"  
February 27, 2013  
Page 4

2013, then the approval of the facilities in Phases 2 and 3 would somehow immediately become null and void. That is not a correct interpretation of the current CUP approvals. There are seven facilities approved and to be completed within the time periods provided under Phases 2 and 3. The preliminary site grading in Phase 1, however, is not associated with at least four of the improvements. Those facilities are the Administration/Admissions, Auditorium/Fine Arts Studio and the Student Union, which involve additions to existing structures, as well the Maintenance Building, because it is a minor improvement. The preliminary site grading is also arguably not a critical component of the approved Library, as the existing Phase 2 approval includes grading for this facility. In short, the College's ability to proceed with these improvements will remain valid for the current periods allowed under Phases 2 and 3 (including the permitted one year extension) regardless of any actions taken or not taken by the City Council on or before September 30, 2013 with respect to any remaining Phase 1 grading.

Marymount does acknowledge that if the Council does not timely act on an extension request for the remaining Phase 1 grading work, which is part of the College's proposed Revision "G" application, then the College will not be able to proceed with the construction of the Athletic Building and the Faculty Building, in addition to the remaining northern parking area improvements, until such an application is approved.

To summarize the College's intentions, and their ramifications on the current CUP approvals, the submitted Revision "F" requests modifications to a single facility – the Athletic Field. The application requests an expansion of the playing surface, but results in an overall reduction in new developed area because the tennis courts will be eliminated. The other requested change is that approximately the same amount of excavated material as in the approved plan will need to be exported over a three-week period because there is no place to utilize or store such material on the campus at this time. The proposal is thus, as aptly stated in the City's letter, for "discrete revisions" to a limited portion of the approved campus master plan, which will have no direct bearing on the remaining facilities other than the previously identified need to revise the preliminary site grading plans.

## **2. Completion of the Athletic Field.**

Item No. 2 in the City's letter – a request for the date by when the "construction of the athletic field will be completed" – is clearly not an appropriate PSA completeness item for the simple and ironic reason that such date is wholly dependent on when the City acts on the application, which initially requires the application to be deemed complete. According to the College's construction team, the revised Athletic Field should take approximately 3 months to complete. Because the College cannot proceed with the final construction plans until the City Council acts on the requested modifications, at least another 30-45 days will need to be added to the process. Additional pre-construction time may also be needed, but the College is cautiously optimistic that many of the delays encountered in the start up to the parking lot work have been addressed and can be avoided in the future through better communication and coordination between City staff and the College's construction team.

Marymount CUP Revision "F"

February 27, 2013

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In terms of programming needs, Marymount has long made it clear to the City that the Athletic Field needed to be relocated once the parking lot improvements were built. The fall semester begins in August and Marymount's athletic teams and students will need a field to practice on starting August 1. As such, time is of the essence, and every reasonable effort should be made to expedite this process.

### **3. Spectator information.**

Item No. 3 in the City's letter requesting information on where 70 spectators will observe games and where they will park regrettably both misconstrues and ignores the applicable information in the College's January supplemental submittal. As such, it is also not a PSA completeness item, but rather, a minor request for clarification, which could have been addressed in a 5-minute phone call many weeks ago. On pages 3 -7 of its submittal, Marymount reiterated that its plans do not call for any formal seating as spectators will, as they have for many years past, simply sit or stand on the sideline areas of the Field. The College also interviewed faculty and provided detailed estimates of historic spectator attendance, which has been and is expected to remain minimal. Of all sports played on campus, only men's soccer is likely to draw more than a few dozen spectators to any given match, and of these spectators, the College's Athletic Director believes 30 or fewer are likely to be "visitors," which the College defined on page 6 as "non-Marymount students."<sup>7</sup> Thus, as to the apparent question as to how will campus parking accommodate these 30 non-Marymount student visitors, according to some of the most recent City staff reports on campus parking, the temporary parking lot has been observed to be largely empty by late afternoon, which is precisely when the anticipated 10 men's soccer matches would be played during the course of the year. With the completion of the 120 permanent additional spaces in the new parking lot, Marymount believes there will be more than sufficient parking capacity for these 30 visitors. This understanding is based in part on the findings of the City staff recommended and City Council certified Final EIR for the campus master plan and the current conditions of approval, which allow up to 100 visitors on campus at one time.<sup>8</sup>

### **4. Update to Hydrology Report.**

Technical responses to the questions raised about potential runoff from the proposed use of synthetic turf were provided by the College in its January submittal. Again, although not a PSA completeness item, an updated hydrology report, as requested, will be provided within the next two weeks, which will allow more than sufficient time for consideration of this information before the application is acted on by the City Council.

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<sup>7</sup> Parking demands for existing Marymount students have been fully addressed in the Final EIR and current CUP.

<sup>8</sup> See Condition of Approval No. 139.

Marymount CUP Revision "F"  
February 27, 2013  
Page 6

**5. Request for landscape plan revisions to address campus areas and issues unrelated to the Athletic Field.**

The City's final "completeness" item was a request that the College's modifications to its Landscape Plan for the Athletic Field "be expanded" to address an unrelated issue regarding the College historic fire suppression practice of disking its unimproved campus areas. Marymount has acknowledged its willingness to work with the City on alternative fuel modification practices, which typically occur during the summer months. Compliance with this request is not a proper basis for deeming the application incomplete, however, because, like all of the other items listed above, it is not part of the City's PSA application list for this specific development project.

**For the reasons set forth above, Marymount requests confirmation from City staff by no later than March 4, 2013, that its application for CUP Revision "F" pertaining to a single facility – the Athletic Field – be deemed complete under the PSA, subject, like any another project, to continuing reasonable requests from the City for additional information and clarification prior to final action on the application.**

**B. Retention of CEQA consultant for CUP Revision "F".**

Marymount was also disappointed to learn in last week's conference call that the City had not taken any steps towards the retention of a CEQA consultant to do any of the necessary supplemental environmental review on the proposed modifications to the Athletic Field. We had been advised several weeks earlier that a request for proposals (RFP) would be sent to the two firms identified by the City based on the understanding that the scope of work would be limited to the Athletic Field plan revisions.

**Marymount requests that a copy of the proposed scope of work be immediately provided, and, subject to any significant concerns the College may have with respect to such scope of work, that the RFP be sent out by no later than March 4, 2013.**

**C. Assurance of adequate staffing to timely process CUP Revision "F" and oversee ongoing construction activities.**

In light of the remaining processing work to be done on Marymount's pending application and the time sensitivity of the matter, along with the need to monitor the ongoing construction activities<sup>9</sup> as well as other campus operations, the College has concerns regarding the time demands being placed on Mr. Mihranian, who clearly also has numerous other administrative

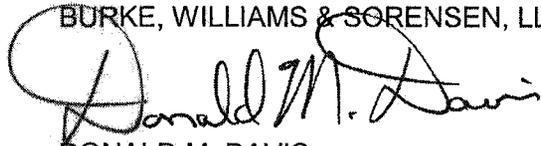
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<sup>9</sup> We note that the Marymount campus master plan remains listed on the City's website under the heading of "Proposed Development Projects." Given that work has been underway for some time, the College believes that proper public disclosure requires that the project be listed under the City's heading for "Development Projects under Construction."

Marymount CUP Revision "F"  
February 27, 2013  
Page 7

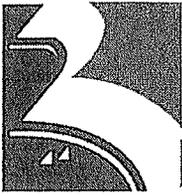
responsibilities. Accordingly, Marymount respectfully suggests that this may be an opportune time to delegate more responsibility to other staff members, and at a minimum, the College requests assurances that adequate staffing will be provided to ensure the timely and proper administration of these matters.

Sincerely,

BURKE, WILLIAMS & SORENSON, LLP  
  
DONALD M. DAVIS

DMD:ir

cc: (Via e-mail only)  
Dr. Michael Brophy, President, Marymount College  
Jim Reeves, Vice President, Marymount College  
RPV City Councilmembers  
Carolyn Lehr, City Manager  
Carol Lynch, City Attorney



CITY OF RANCHO PALOS VERDES

February 22, 2013

PLANNING, BUILDING, & CODE ENFORCEMENT

VIA EMAIL & U.S. MAIL

Dr. Michael Brophy  
President  
Marymount College  
30800 Palos Verdes Drive East  
Rancho Palos Verdes, CA 90275

Subject: Conditional Use Permit No. 9 Revision "F" et. al. (ZON2012-00366) –  
Amendments to the Council Adopted Athletic Field and Conditions of Approval

Dear Dr. Brophy,

On October 29, 2012, Marymount College submitted a request to amend its current Conditional Use Permit approved by the City Council in 2010. On January 25, 2013, in response to the City's November 27, 2012 letter, Marymount College submitted the requested additional information for its Conditional Use Permit (CUP) Revision "F" application. Included in this submittal is a Variance application to revise the Council approved location of the proposed 30-foot tall athletic field netting. The College's CUP Revision 'F' application is to modify the configuration of the Council approved athletic field and to amend specific conditions. Specifically, Marymount College seeks the following three revisions to its current Conditional Use Permit approved by the City Council in 2010:

- To remove the four tennis courts approved for the western portion of the campus in order to enlarge the playing area for the proposed Athletic Field and to change the surface material for the Athletic Field from turf grass to synthetic grass. The proposal also changes the Council approved grading quantities requiring a revision to the Grading Permit to allow export of earth material and a Variance Permit for the proposed 30-foot tall retractable nets.
- To amend Condition No. 136 to allow up to three outdoor events (including the graduation ceremonies) with amplified sound on the Athletic Field with the approval of a Special Use Permit.
- To amend Condition No. 79 to more accurately reflect the limitations on structures for primary occupancy in the identified Geologic Setback Area.

Based on Staff's review of the submitted materials, the following information or clarification is needed to deem your application complete for processing:

1. As discussed during the February 22, 2013 conference call, City Staff understands that the College intends to only complete the expanded parking lot and revised athletic field as part of Phase 1. As we understand it, the College intends to let the remaining elements authorized in Condition No. 60 regarding Phase 1 to lapse, including on-site grading that is necessary for the improvements contemplated for Phases 2 and 3. At a future time, the College intends to seek further approvals to revive the lapsed Phase 1 improvements, as well as the improvements for Phases 2 and 3. Please confirm our understanding of the College's approach on this issue, because the College's acknowledgement that the future phases require separate review and approval is necessary to enable the City to proceed to analyze the discrete revisions contemplated for the athletic field.
2. As indicated during the February 22, 2013 conference call, City Staff is concerned that the entitlement process, plan check process, and construction process (if approved by the City Council) for the proposed modifications to the Council-approved athletic field will not be completed within the Phase 1 time period. As such, please identify a realistic date by when the College believes the construction of the athletic field will be completed so that this can be considered as part of the City's review of the requested application and whether the completion date for the athletic field will need to be extended.
3. According to the information recently submitted, the College anticipates up to 70 spectators attending certain games that will be held at the proposed athletic field. Please indicate on the project plans where these spectators will be accommodated around the athletic field and where parking will be provided for spectators.
4. An updated hydrology report (with updated calculations) will be needed to account for any added runoff generated by the use of synthetic turf material for the proposed athletic field. Additionally, please demonstrate how the proposed project will or will not increase flow rates released from detention basin for the 10 and 50 year event. Include a depth-duration curve for the detention basin demonstrating that no overtopping will occur during 50 year event.
5. The College's disking of the southern slope results in a denuded hillside that causes sloughing of soil into the City's V-ditch and storm drains, which has the potential for clogging storm drain inlets and adversely impacting storm water quality. Over the past several months, this issue has been discussed with the College's design team to find a way to stabilize the slope surface soil while accomplishing any fuel modification requirements. As such, since the College is updating its landscape plan to address the modifications to the athletic field, the City requests the proposed Landscape Plan to be expanded to address this issue.

If you should have any questions or comments, please contact me at 310-544-5228 or via email at [aram@rpv.com](mailto:aram@rpv.com).

Sincerely,

A handwritten signature in black ink, appearing to be 'Ara Mibranian', written over a horizontal line.

Ara Mibranian  
Deputy Director

- c. Joel Rojas, Community Development Director
- Carol Lynch, City Attorney
- Dave Snow, Assistant City Attorney
- Don Davis, Marymount College Attorney

## AGENDA

**RANCHO PALOS VERDES PLANNING COMMISSION  
TUESDAY, MARCH 12, 2013  
FRED HESSE COMMUNITY PARK, 29301 HAWTHORNE BOULEVARD**

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

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#### *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. 2013-07**

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**CALL TO ORDER:**

**FLAG SALUTE:**

**ROLL CALL:**

**APPROVAL OF AGENDA:**

**COMMUNICATIONS:**

City Council Items:

Staff:

Commission:

SELECTION OF VICE-CHAIRMAN OF THE PLANNING COMMISSION (JR)

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

 **DRAFT**

**CONSENT CALENDAR:**

1. HEIGHT VARIATION, GRADING PERMIT, EXTREME SLOPE PERMIT & SITE PLAN REVIEW (CASE NO. ZON2012-00172): 5345 BAYRIDGE - CHANG (LM)

Request: A request to demolish the existing residence and construct a new 4,740 square foot two-story home (4,345 square foot residence with 395 square foot garage). The overall height of the residence will be 22'-5", as measured from the lowest finished grade adjacent to the foundation of the structure (elev. 95.0') to the highest ridgeline (elev. 117.4'), and 18'-9", as measured from the highest existing grade covered by the structure (elev. 98.65') to the top of the highest ridgeline. The project also includes 401 cubic yards of grading (cut) for the construction of the new residence and two 42" tall retaining walls on both sides of the property.

Action Deadline: June 9, 2013

Recommendation: Adopt P.C. Resolution No. 2013-\_\_\_, thereby approving Height Variation, Grading Permit and Site Plan Review (Case No. ZON2012-00172) for the demolition of the existing residence and the construction of a new 4,750 square foot, two-story residence and garage.

**CONTINUED BUSINESS:**

NONE

**PUBLIC HEARINGS:**

2. ANNUAL REPORT ON THE IMPLEMENTATION OF THE GENERAL PLAN (City) (LM)

Request: Review the General Plan Annual Report regarding the status of the City's General Plan and the progress on its implementation for the 2012 calendar year.

Action Deadline: April 1, 2013

Recommendation: Direct Staff, via Minute Order, to forward the City's Annual Report to the City Council regarding the status of the General Plan and the progress on its implementation during the 2012 calendar year.

3. ANNUAL REPORT ON THE IMPLEMENTATION OF THE HOUSING ELEMENT (City) (LM)

Request: Review the General Plan Housing Element Annual Report regarding the status of the City's General Plan Housing Element and the progress on its implementation for the 2012 calendar year.

Action Deadline: April 1, 2013

Recommendation: Direct Staff, via Minute Order, to forward the City's Annual Report to the City Council regarding the status of the Housing Element and the progress on its implementation during the 2012 Calendar Year.

**NEW BUSINESS:**

NONE

 **DRAFT**

**APPROVAL OF MINUTES:**

NONE

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

4. PRE-AGENDA FOR THE MEETING ON MARCH 26, 2013

**ADJOURNMENT:**

The next meeting is scheduled for Tuesday, March 26, 2013, 7:00 P.M. at Hesse Park.

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**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 agendized item.



# City of Rancho Palos Verdes

## Monthly Planning Activity Summary For the Month of February 2013

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
35	25	0	1	0	2	0	0	0	0

Application Type	Number
Site Plan Review	24
Foliage Analysis	7
Neighborhood Compatibility Analysis	7
Height Variation	1
Grading Approval	1
Sign Permit	4
Conditional Use Permit	1
Minor Exception Permit	2
Special Construction Permit	4
<b>Number of Unique Applications:</b>	<b>51</b>
<b>Number of New ZON Cases:</b>	<b>35</b>

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

<b>Staff Decisions</b>
Number of Cases Closed: 25
Median Processing Time: 1 days
<b>Director Decisions</b>
Number of Cases Closed: 1
Median Processing Time: 123 days
<b>PC/CC Decisions</b>
Number of Cases Closed: 2
Median Processing Time: 320 days
<b>All Planning Cases</b>
Number of Cases Closed: 28
Median Processing Time: 123 days

\* ZON = Zoning, SUB = Subdivision



# City of Rancho Palos Verdes

## Monthly Building & Safety Activity Summary For the Month of February 2013

New Cases Received	Permits Issued	Permit Fees (\$)	Plan Check Fees (\$)	Other Fees* (\$)	Total Valuation (\$)	New Plan Checks	New SFRs	Total Inspections	Average Daily Inspections
120	118	67,437	31,989	11,610	335,500	20	2	591	30

New BLD** Applications by Type	
Application Type	No.
Alteration	6
Addition & Remodel	11
Demolition	1
New Construction	3
Repair	4
Reroof	9
Remodel	19
Solar Panels	4
Pool/Spa	1
Tenant Improvement	1
<b>New BLD Cases:</b>	<b>59</b>

New ELE** Applications by Type	
Application Type	No.
Alteration	1
New Construction	3
Service Upgrade	9
Temporary Power	3
<b>New ELE Cases:</b>	<b>16</b>

New MEC** Applications by Type	
Application Type	No.
Changeout	10
<b>New MEC Cases:</b>	<b>10</b>

New PLM** Applications by Type	
Application Type	No.
Changeout	12
New Construction	2
Repair	13
Repipe	7
<b>New PLM Cases:</b>	<b>34</b>

Issued Permit Summary
<b>Over-the-Counter Permits</b>
No. of Permits Issued: <b>99</b>
Median Processing Time: <b>0 days</b>
<b>Plan Checked Permits</b>
No. of Permits Issued: <b>19</b>
Median Processing Time: <b>51 days</b>

\* 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 February 2013**

<b>Fiscal Year 2011-2012</b>	<b>Total # of Permits</b>	<b>Total Permit Fees</b>	<b>Total Fees</b>	<b>Total Valuation for Permits</b>	<b>Total # of New Plan Checks</b>	<b>Total Plan Check Fees</b>	<b># of SFRs</b>	<b>Total # of Inspections</b>	<b>Average # of Inspections per Day</b>	<b>Fiscal Year 2011-2012</b>
July	119	\$71,126.00	\$81,892.00	\$836,200.00	8	\$15,427.00	0	448	22	July
August	142	\$111,132.00	\$134,609.00	\$537,500.00	19	\$22,984.00	0	605	26	August
September	117	\$56,764.00	\$64,327.00	\$603,800.00	15	\$18,279.00	0	584	27	September
October	133	\$67,341.00	\$81,189.00	\$458,600.00	10	\$16,038.00	0	565	27	October
November	119	\$57,277.00	\$65,458.00	\$394,200.00	17	\$24,650.00	1	537	27	November
December	96	\$41,756.00	\$50,965.00	\$464,800.00	11	\$25,894.00	0	423	19	December
January	133	\$167,195.00	\$178,649.00	\$346,500.00	21	\$15,012.00	0	458	21	January
February	123	\$74,099.00	\$86,917.00	\$510,800.00	15	\$35,105.00	1	548	26	February
March	114	\$101,725.00	\$116,522.00	\$1,123,900.00	18	\$15,208.00	1	556	25	March
April	107	\$71,597.00	\$81,413.00	\$492,700.00	12	\$17,112.00	0	566	27	April
May	111	\$96,936.00	\$127,787.00	\$424,000.00	10	\$25,156.00	0	513	23	May
June	76	\$34,015.00	\$44,905.00	\$264,700.00	8	\$13,005.00	0	548	26	June
<b>YTD</b>	<b>1390</b>	<b>\$950,963.00</b>	<b>\$1,114,633.00</b>	<b>\$6,457,700.00</b>	<b>164</b>	<b>\$243,870.00</b>	<b>3</b>	<b>6351</b>	<b>296</b>	<b>YTD</b>

<b>Fiscal Year 2012-2013</b>	<b>Total # of Permits</b>	<b>Total Permit Fees</b>	<b>Total Fees</b>	<b>Total Valuation for Permits</b>	<b>Total # of New Plan Checks</b>	<b>Total Plan Check Fees</b>	<b># of SFRs</b>	<b>Total # of Inspections</b>	<b>Inspections per Day</b>	<b>Fiscal Year 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	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	2	591	30	February
March										March
April										April
May										May
June										June
<b>YTD</b>	<b>947</b>	<b>\$675,328.00</b>	<b>\$809,158.00</b>	<b>\$8,320,600.00</b>	<b>160</b>	<b>\$205,955.00</b>	<b>9</b>	<b>4414</b>	<b>214</b>	<b>YTD</b>

Previous YR	982	\$646,690.00	\$744,006.00	\$4,152,400.00	116	\$153,296.00	100%	4168	195	Previous YR
<b>% Change/YTD</b>	<b>-4%</b>	<b>4%</b>	<b>9%</b>	<b>100%</b>	<b>38%</b>	<b>34%</b>	<b>800%</b>	<b>6%</b>	<b>10%</b>	<b>% Change YTD</b>



# City of Rancho Palos Verdes

## Monthly Code Enforcement Activity Summary For the Month of February 2013

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
24	37	19	3	2	0	0	0	18	3

New Complaints by Violation Category	
Construction Site Maintenance	1
Fence, Wall & Hedge	2
Non-Permitted Construction	3
Property Maintenance	11
Trash Cans	7
<b>Total:</b>	<b>24</b>

Closed Case Summary
<b>Building Code Violations</b>
Number of Cases Closed: <b>1</b>
Median Processing Time: <b>13 days</b>
<b>Municipal Code Violations</b>
Number of Cases Closed: <b>14</b>
Median Processing Time: <b>22 days</b>
<b>Zoning Code Violations</b>
Number of Cases Closed: <b>3</b>
Median Processing Time: <b>15 days</b>

Illegal Sign Abatement Summary	
Street Name	Signs Removed
CREST RD	1
HAWTHORNE BLVD	10
PALOS VERDES DR W	1
SILVER SPUR RD	2
<b>Total Signs Removed:</b>	<b>14</b>



# City of Rancho Palos Verdes

## Monthly View Activity Summary For the Month of February 2013

New Cases Received	Director Approvals	Director Denials	Planning Commission Approvals	Planning Commission Denials	City Council Approvals	City Council Denials	Appeals Heard
3	0	0	0	0	0	0	0

New View Cases (MTD)	
Application Type	Number
View Restoration Permit	1
View Maintenance	2
Number of New Cases:	3

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	2
View Preservation Permit	1
View Maintenance	4
Number of New Cases:	7

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

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

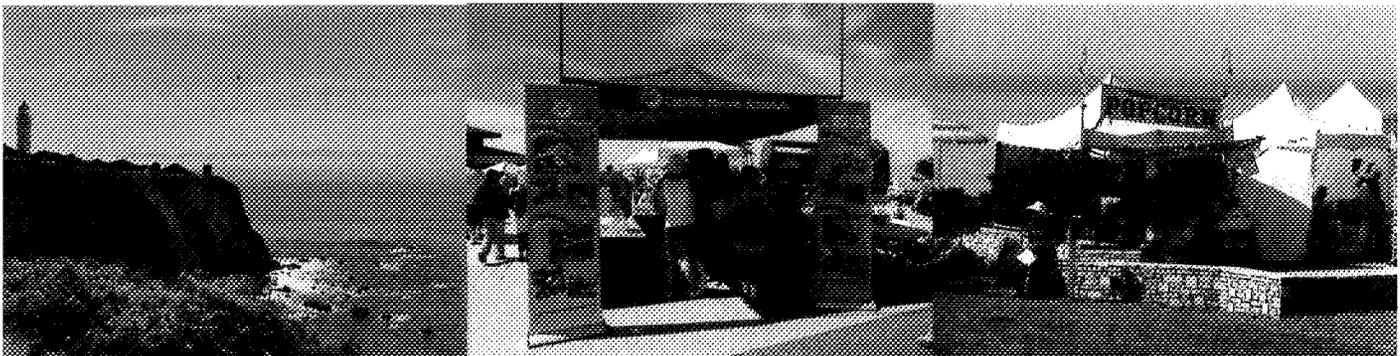
# MEMORANDUM



RANCHO PALOS VERDES

**TO:** CAROLYN LEHR, CITY MANAGER  
**FROM:** CAROLYNN PETRU, DEPUTY CITY MANAGER / INTERIM DIRECTOR,   
RECREATION AND PARKS  
**DATE:** March 6, 2013  
**SUBJECT:** ADMINISTRATIVE REPORT

## Whale of a Day Celebration Hit the High Notes!



It was a picture perfect day for last Saturday's 29<sup>th</sup> Annual Whale of a Day event at PVIC, celebrating the annual migration of the Pacific gray whale. Thousands of visitors strolled around the grounds enjoying all the sights and sounds of the day. Some of the highlights included the llamas, a golden eagle, snakes, and ferrets from the Wildlife Waystation; the rescued birds from South Bay Wildlife Rehab; and music and entertainment of the San Pedro Marching Band, Beach City Cloggers, Palos Verdes Strings, Dance4Water, and 'The Guitars' band. Children enjoyed getting their hands wet while learning about ocean animals inside the Aquarium of the Pacific's Aquarium on Wheels tide pool touch tanks. Of course, face painting, midway games, arts & crafts, and the Kids Fun Zone inflatables were very popular. Many vendors and artisans sold their specialty items, local environmental groups shared information about their programs, and food vendors sold tasty fare to visitors. This event also gave the Mayor and Councilmembers a chance to meet with members of the public and share information about the City's history and its plans to celebrate its 40<sup>th</sup> Anniversary. A special thank you to our event donors! EDCO gave a \$1,600 donation to offset event expenses and Harbor Breeze Cruises picked up the tab for the Aquarium on Wheels.



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

### Recreation Class Rentals (March 4<sup>th</sup> – March 10<sup>th</sup>)

- Duplicate Bridge Classes (Activity Room): Monday, Friday
- Aerobic Dance Lite Classes (Multipurpose Room, Activity Room): Monday, Wednesday
- Kuk Sool Martial Arts Classes (Fireside Room): Monday, Wednesday
- Suika Preschool Classes (Activity Room, Fireside Room): Monday, Wednesday, Friday
- Bones for Life Class (Multipurpose Room): Tuesday
- Mommy & Me Classes (Activity Room): Tuesday, Thursday
- Suika Mommy & Me Class (Fireside Room): Friday
- Tai Chi Chuan Class (Multipurpose Room): Saturday
- Basics of Fine Arts Class (Activity Room): Saturday
- Amateur Radio Class (Fireside Room): Saturday
- Palos Verdes Strings Group Music Classes (Activity Room): Sunday

### Community Groups/Private Rentals/City Programs (March 4<sup>th</sup> – March 10<sup>th</sup>)

- PVP Republican Women Federated Meeting (Fireside Room): Monday
- Palos Verdes Amateur Radio Club Board Meeting (Fireside Room): Wednesday
- Peninsula Seniors Weekly Lecture (Multipurpose Room): Wednesday
- Seniors Bridge Club Meeting (Multipurpose Room): Thursday
- Silver Spur Little League Practice (Baseball Field): Friday, Saturday
- Private Rental (Multipurpose Room): Saturday

## **Ladera Linda Community Center**

### Recreation Class Rentals (March 4<sup>th</sup> – March 10<sup>th</sup>)

- Adult Tap Dance Class (Multipurpose Room): Tuesday
- Mommy and Me Class (Room C): Wednesday

### Community Groups/Private Rentals/City Programs (March 4<sup>th</sup> – March 10<sup>th</sup>)

- Portuguese Bend Community Association Meeting (Room J): Monday
- Private Rental (Room A): Saturday
- Non-profit Organization Meeting (Multipurpose Room)

## **Point Vicente Interpretive Center (PVIC)**

On Wednesday morning, March 6<sup>th</sup>, members of the Exhibit Design Crew met to continue work on museum exhibits.

### **Los Serenos Docent-led Hikes & Tours Report**

On Wednesday, March 6<sup>th</sup>, sixty 5<sup>th</sup> graders from Abbot Elementary School, a Title I school, visited the tide pools at Abalone Cove to study the marine life.

On Thursday, March 7<sup>th</sup>, fifty-two 4<sup>th</sup> and 5<sup>th</sup> grade students from Halldale Elementary School will be returning for their second Whale of a World Scholarship docent-led tour. These students will also be hiking down to the tide pools at Abalone Cove.

On Saturday, March 9<sup>th</sup>, the Sierra Club's Inner City Outings group will bring 55 students from Broadous Elementary School to the Interpretive Center for a docent-led tour. Afterward, the group will attend a hike at Abalone Cove.

## Whale Watching Report

The Los Angeles Chapter of the American Cetacean Society conducts its annual whale census on the back patio of the Interpretive Center from December through May. Here is information about the whale sightings from the previous week, compared with data collected over the last ten years.

### As of 03/03/2013

Southbound ----- 0  
 Northbound ----- 11  
 Today Whales ---- 11  
 Cow/calves South -- 0  
 Cow/calves North -- 0

### Today in history (using last 10 Years)

Average Northbound ----- 11.8  
 Maximum Northbound ---- 29

### Season to Date in history (using 10 Years)

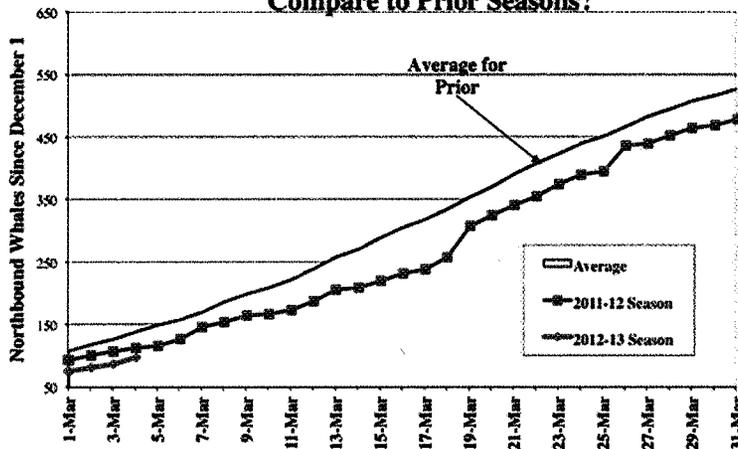
Average Northbound ----- 138.2  
 Maximum Northbound ---- 221  
 Least Northbound ----- 39

### Season to Date

Southbound ----- 748  
 Northbound ----- 98  
 Total ----- 846  
 Cow/calves South --- 21  
 Cow/calves North -- - 0

Average C/c Northbound - 0.3  
 Most C/c Northbound ---- 2  
 Least C/c Northbound ---- 0

**How Does This Season Northbound Migration Compare to Prior Seasons?**



## Robert E. Ryan Community Park

Recreation Class Rentals (March 4<sup>th</sup> – March 10<sup>th</sup>)

- Super Soccer Stars Youth Classes (Grass Field): Tuesday, Saturday

Community Groups/Private Rentals/City Programs (March 4<sup>th</sup> – March 10<sup>th</sup>)

- PVP Girls Softball League Practice (Baseball Field): Thursday, Friday
- Cub Scout Pack Meeting (Activity Room): Sunday

## REACH Program

On Wednesday evening, March 6<sup>th</sup>, REACH participants will enjoy a quick meal at Burger City, then head to Palos Verdes Bowl for some friendly bowling competition.

## TENTATIVE AGENDAS

**Note:** Time Estimates include 15 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).

### March 19, 2013 - (Time Est. – 4 hrs)

**Closed Session:**

**Study Session:** Above Ground Cellular Antenna Memorandum (Councilman Campbell)

**Mayor's Announcements:**

**City Manager Report:**

**New Business:**

#### **Consent**

Annual Report – General Plan

Annual Report – Housing Element

Approve the Purchase of Two Vehicles w/AQMD Funds for CDD

License Agreement with Palos Verdes Shores Estates Mobile Park

Richards Easement

York Trail License Agreement

Zone 2 EIR Contract Amendment

Household Hazardous and Elec. Waste Collection Program Agmt with County

#### **Public Hearings**

#### **Regular Business**

Agricultural Use @ Upper Pt. Vicente Update (30 mins)

Matrix Consulting Group - Citywide Management and Staffing Study (60 mins)

Final PUMP Approval (30 mins)

Preserve Trails Plan Enforcement (60 mins)

FY13-14 Budget Policy Issues (30 mins)

### April 2, 2013 - (Time Est. – 3 hrs)

**Closed Session:**

**Mayor's Announcements:**

**City Manager Report:**

**New Business:**

#### **Consent**

Approve Extension of Maintenance Contract for Street Sweeping

Approve Extension of Maintenance Contract for Tree Maintenance

Border Issues Status Report

**Public Hearings**

Crestridge Senior Condominium Housing Project (60 mins)

**Regular Business**

Options for Reinstating the Equestrian Committee (60 mins)

Abalone Cove Project Status Update (30 mins)

**April 16, 2013 - (Time Est. – 1 hr 40 mins)**

**Closed Session:**

**Study Session:**

**Mayor's Announcements:**

**City Manager Report:**

**New Business:**

**Consent**

Award of Contract for Rancho Palos Verdes California Coastal Trail Project  
Exten. of Fuel Modification Maintenance Contracts - LA Conserv. Corps & Fire Grazers Inc.

**Public Hearings**

**Regular Business**

Civic Center Master Plan Status Report (30 mins)

Beacon Award Resolution (10 mins)

Agreement for Enterprise Resource Planning System (15 mins)

RFP for Selection of Independent Auditors (15 mins)

**April 30, 2013 - (Time Est. – 2 hrs) – Budget Workshop – Adj. Reg. Mtg**

**New Business:**

**Regular Business**

Budget Workshop (2 hrs)

**May 7, 2013 - (Time Est. – 2 hrs 30 mins)**

**Closed Session:**

**Mayor's Announcements:**

**City Manager Report:**

**New Business:**

**Consent**

**Public Hearings**

Marymount College Time Extension (2 hrs)

**Regular Business**

**May 21, 2013 - (Time Est. – 1 hr 50 mins)**

**Closed Session:**

**Study Session:**

**Mayor's Announcements:**

**City Manager Report:**

**New Business:**

**Consent**

**Public Hearings**

**Regular Business**

Draft 2-Year Budget (45 mins)

Draft Five Year Model (15 mins)

Draft Capital Improvement Program (20 mins)

**June 4, 2013 - (Time Est. – 1 hr)**

**Closed Session:**

**Mayor's Announcements:**

**City Manager Report:**

**New Business:**

**Consent**

Border Issues Status Report

Award AB 939 Consultant Contract

**Public Hearings**

EDCO Rate Adjustment FY 13-14 (20 mins)

UWS Rate Adjustment FY 13-14 (10 mins)

**Regular Business**

### **Future Agenda Items (Identified at Council Meetings)**

**June 19, 2012** - Planning Commission's review of the Annenberg project with the purpose of developing a Lessons Learned paper for the Council (Campbell) [Pending receipt of memorandum from Councilman.]

**July 3, 2012** - Proliferation of cell towers along roadways that blanket the City and impact views (Campbell) [Pending receipt of memorandum from Councilman.]

**August 21, 2012** – Fraud, Waste and Abuse Hotline (Duhovic) [Pending receipt of memorandum from Mayor Pro Tem.]

City Maintenance Yard – View, Location and Safety Issues (Campbell) [Pending receipt of memorandum from Councilman.]

**November 20, 2012** – Compensation Value Model for Senior Management (Misetich) [Pending receipt of memorandum from Councilman.]

**December 18, 2012** – Naming Opportunity for former Mayor/Councilman John McTaggart (Duhovic) [Pending receipt of memorandum from Mayor Pro Tem.]

**February 5, 2013** – Invocation at the beginning of Council Meeting (Brooks) [Pending receipt of memorandum from Mayor.]

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



# 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 03/11/13 -03/17/13  
Monday through Sunday

6:00 AM - 6:30 AM	Sit and Be Fit - Low Impact Fitness	3:30 PM - 4:00 PM	Around the Peninsula: Whale of a day March 2nd 2013 Event
6:30 AM - 7:00 AM	Cardio Strength Stretch - Moderate to Rigorous Exercise Routines	4:00 PM - 4:30 PM	Armchair Traveler: Peninsula Past
7:00 AM - 7:30 AM	Around the Peninsula: Cooking tips with Trump National Executive Chef Jean-Pierre Vincent	4:30 PM - 5:00 PM	Around the Peninsula: View From the Hill
7:30 AM - 8:00 AM	Around the Peninsula: Whale of a day March 2nd 2013 Event	5:00 PM - 5:30 PM	Sit and Be Fit - Low Impact Fitness
8:00 AM - 8:30 AM	Armchair Traveler: Peninsula Past	5:30 PM - 6:00 PM	Cardio Strength Stretch - Moderate to Rigorous Exercise Routines
8:30 AM - 9:00 AM	Around the Peninsula: View From the Hill	6:00 PM - 6:30 PM	Around the Peninsula: Cooking tips with Trump National Executive Chef Jean-Pierre Vincent
09:00 AM - 9:30 AM	RPV City Talk: RPV Mayor Susan Brooks, Update March 2013	6:30 PM - 7:00 PM	Around the Peninsula: Whale of a day March 2nd 2013 Event
9:30 AM - 10:00 AM	RPV City Talk: RPV Mayor Susan Brooks, Update March 2013	7:00 PM - 7:30 PM	Peninsula Seniors Programming: USAF Ace BG Steve Ritchie
10:00 AM - 10:30AM	Palos Verdes Symphonic Band Concert Series	7:30 PM - 8:00 PM	Peninsula Seniors (continued)
10:30 AM - 11:00 AM	Palos Verdes Symphonic Band Concert Series	8:00 PM - 8:30 PM	Armchair Traveler: Peninsula Past
11:00 AM - 11:30 AM	Palos Verdes Symphonic Band Concert Series	8:30 PM - 9:00 PM	Around the Peninsula: View From the Hill
11:30 AM - 12:00 PM	Palos Verdes Symphonic Band Concert Series	9:00 PM - 9:30 PM	RPV City Talk: RPV Mayor Susan Brooks, Update March 2013
12:00 PM - 12:30 PM	Peninsula Seniors: Impressionist & Apres Art Dr. Laszlo Gyermek	9:30 PM - 10:00 PM	RPV City Talk: RPV Mayor Susan Brooks, Update March 2013
12:30 PM - 1:00 PM	Peninsula Seniors (continued)	10:00 PM - 10:30 PM	The City of Rancho Palos Verdes Planning Commission Meeting from March 12, 2013
1:00 PM - 1:30PM	RPV City Talk: RPV Mayor Susan Brooks, Update March 2013	10:30 PM - 11:00 PM	Palos Verdes Symphonic Band Concert Series
1:30 PM - 2:00 PM	RPV City Talk: RPV Mayor Susan Brooks, Update March 2013	11:00 PM - 11:30 PM	Palos Verdes Symphonic Band Concert Series
2:00 PM - 2:30 PM	Peninsula Fitness with DeDe Daniels: Chair Exercises	11:30 PM - 12:00 AM	Palos Verdes Symphonic Band Concert Series
2:30 PM - 3:00 PM	Armchair Traveler - PVPLC Chandler Preserve	12:00 AM - 1:00 AM	Palos Verdes Symphonic Band Concert Series
3:00 PM - 3:30 PM	Around the Peninsula: Cooking tips with Trump National Executive Chef Jean-Pierre Vincent	1:00 AM - 6:00 AM	Community Announcements



**PVPTV35 Programming Schedule Guide**  
**Week of 03/11/2013 to 03/17/2013**

**Monday, March 11**

**3:00PM**

**Palos Verdes Library Dist.**

**6:00PM**

**PVP Coordinating Council**

**7:00PM**

**PVPUSD Board Meeting**

**Tuesday, March 12**

**7:00PM**

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

**Wednesday, March 13**

**7:00PM**

**City of PVE City Council Meeting 03/12/13**

**Thursday, March 14**

**7:30PM**

**Friday, March 15**

**6:00PM**

**PVP Land Conserancy Nature Walk**

**7:30PM**

**City of RHE City Council Meeting 03/12/13**

**Saturday, March 16**

**7:00PM**

**City of RPV Planning Commission 03/12/13**

**Sunday, March 17**

**7:30PM**

**City of RHE City Council Meeting 03/12/13**

**LOS ANGELES COUNTY SHERIFF'S DEPARTMENT- LOMITA STATION  
REPORTED CRIMES & ARRESTS BETWEEN 2/24/2013 - 3/2/2013**

**LOMITA:**

CRIME	FILE #	RD	DATE	TIME	LOCATION	METHOD OF ENTRY	LOSS	ADDITIONAL INFORMATION
BURGLARY (VEHICLE)	13-00698	1713	2/24/13	0537-0621	25800 BLK OAK ST	FRONT DRIVER'S DOOR	UNKNOWN	SUSPECT: MB/20-25/510-511
BURGLARY (RESIDENTIAL)	13-00705	1711	2/24/13	1530-1930	25600 BLK PENNSYLVANIA AVE	UNKNOWN	7 HARD DRIVES, 2 ADAT MAIN FRAME MACHINES	SUSPECT(S) UNKNOWN
BURGLARY (BUSINESS)	13-00708	1714	2/25/13	1113-1115	2100 BLK PACIFIC COAST HWY	REAR DOOR	PURPLE PURSE CONTAINING APPLE IPAD & CASE, \$300	SUSPECT: MW/18-20/506-508/130-140LBS/BLONDE HAIR
PETTY THEFT	13-00709	1714	2/24/13	1720	2100 BLK PACIFIC COAST HWY	N/A	40 CONTAINERS OF ENFAMIL BABY FORMULA	SUSPECT1: FB/20-25/504-506/150-175LBS/BLK HAIR SUSPECT2: FB/20-25/504-506/120-130LBS/ BLK HAIR
BURGLARY (STORAGE SHED)	13-00725	1713	2/26/13	1100-1400	26200 BLK ALTA VISTA AV	UNKNOWN	BLUE TRAY, TUNA FISH VACCUMED WORTH \$300	SUSPECT(S) UNKNOWN
ASSAULT WITH A DEADLY WEAPON	13-00739	1712	2/26/13	1600	25400 BLK WALNUT ST	N/A	N/A	SUSPECT ARRESTED. LA SCHOOL PD WILL HANDLE
BURGLARY (VEHICLE)	13-00753	1711	2/27/13-2/28/13	1800-0430	2400 BLK W 247TH ST	UNKNOWN	VARIOUS CREDIT CARDS, CDL, WALLETS	SUSPECT ARRESTED
BURGLARY (VEHICLE)	13-00760	1711	2/27/13-2/28/13	2200-0750	2300 BLK W 247TH ST	UNKNOWN	\$60, CREDIT CARDS	SUSPECT(S) UNKNOWN
PETTY THEFT	13-00785	1711	3/2/13	1500-1520	25600 BLK PENNSYLVANIA AV	N/A	MAGNUM CD CHANGER	SUSPECT(S) UNKNOWN
<b>ARRESTS: BATTERY-1, DOMESTIC VIOLENCE-2, DRUGS-3, SUSPENDED LICENSE-1, BURGLARY-1, DRUG/PAROLE VIOLATION-1</b>								

**RANCHO PALOS VERDES:**

CRIME	FILE #	RD	DATE	TIME	LOCATION	METHOD OF ENTRY	LOSS	ADDITIONAL INFORMATION
BURGLARY (RESIDENTIAL)	13-00731	1747	2/26/13	0900-2045	1900 BLK SANTA RENA DR	FRONT DOOR DAMAGED	UNKNOWN	SUSPECT(S) UNKNOWN
GRAND THEFT (EMBEZZLEMENT)	13-00738	1734	2/19/13-2/27/13	1300-0900	28600 BLK MEADOWMIST	N/A	MISC PAPERS, LAPTOP COMPUTER MAC BOOK PRO	SUSPECT NAMED
BURGLARY (RESIDENTIAL)	13-00743	1743	2/27/13	1015-1357	31200 BLK GANADO DR	GARAGE SIDE DOOR	JEWELRY BOX CONTAINING GOLD PENDANT ON CHAIN	SUSPECT(S) UNKNOWN
BURGLARY (CONSTRUCTION SITE-STORAGE SHED)	13-00758	1733	2/27/13-2/28/13	1000-0800	5400 BLK CREST RD	LOCKS WERE CUT TO STORAGE SHED	TOOLS	SUSPECT(S) UNKNOWN
ROBBERY (STRONG ARM)	13-00774	1746	3/1/13	1524	28900 BLK WESTERN AV	N/A	QUICKSILVER SHIRT, JOCKEY SPORTS BRA	SUSPECT: FW/20-25
<b>NO ARRESTS DURING THIS TIME</b>								

**ROLLING HILLS:**

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

**ROLLING HILLS ESTATES:**

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

**SAN PEDRO:**

CRIME	FILE #	RD	DATE	TIME	LOCATION	METHOD OF ENTRY	LOSS	ADDITIONAL INFORMATION
NO CRIMES DURING THIS TIME								
ARRESTS: DRUGS-2								

**WESTFIELD:**

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

**THE ESTATES:**

CRIME	FILE #	RD	DATE	TIME	LOCATION	METHOD OF ENTRY	LOSS	ADDITIONAL INFORMATION
BURGLARY (ATTACHED CARPORT)	13-00710	1753	2/24/13- 2/25/13	0100- 1200	3600 BLK W HIDDEN LN	FRONT DOORS	GPS NAVIGON UNIT, 2 PHONE CHARGERS, 6 SILVER EARRING SETS, VALET KEY	SUSPECT(S) UNKNOWN
BURGLARY (RESIDENTIAL)	13-00729	1753	2/26/13	1630- 1700	3600 BLK HIDDEN LN	NO FORCED ENTRY	14K GOLD NECKLACE, SEVERAL MISC. JEWELRY NECKLACES, EARRINGS, SILVER RING	SUSPECT(S) UNKNOWN
NO ARRESTS DURING THIS TIME								

PUBLIC RECORDS ACT REQUESTS -TRACKING LOG 2013

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN	APPROX. STAFF COSTS INCURRED
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.	
1/3/2013	1/3/2013	Krista Johnson	PRA request for information regarding employee hours/ wellness acrual/ 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 reievw 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 check	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.	

Provided For Your Information Only

