

MEMORANDUM



RANCHO PALOS VERDES

TO: RANCHO PALOS VERDES CITY COUNCIL
FROM: CITY MANAGER *WJ*
DATE: DECEMBER 7, 2011 *CP*
SUBJECT: ADMINISTRATIVE REPORT NO. 11-48

- I. CITY MANAGER AND DEPARTMENT REPORTS (See Attachments)
 - A. City Manager
 - B. Finance & IT Department
 - C. Public Works Department
 - D. Community Development Department
 - E. Recreation & Parks Department

- II. CORRESPONDENCE AND INFORMATION RECEIVED (See Attachments)
 - A. Tentative Agendas
 - B. Channel 33 Programming Schedule
 - C. Channel 35 Programming Schedule
 - D. Crime Report
 - E. Correspondence

December 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2 7:30 am—Mayor's Breakfast @ Terranea (Long/Duhovic)	3 6:00 pm—Peninsula Holiday Parade—RHE Commercial District—Silver Spur & Deep Valley Drive
4	5 6:00 pm—City of RPV Holi- day Reception @ PVIC	6 7:00 pm—City Council Meet- ing @ Hesse Park	7	8 5:00 pm—6:30 pm City of PVE Holiday Reception @ PV Golf Club	9	10 9:00 am—10:30 am Break- fast With Santa @ Hesse Park 7:00 pm—9:00 pm Ranger Led Night Hikes @ Portu- guese Bend Reserve
11	12 5:00—8:00 pm - City of Rolling Hills Holiday Re- ception @ RH City Hall 7:00 pm—Traffic Safety Committee Meeting— Community Room	13 7:00 pm—Planning Commis- sion Meeting @ Hesse Park	14	15 12:00 pm—Mayor's Lunch @ The Depot (Campbell) 1:30 pm—Sanitation District Meeting (Rescheduled from 12/21) 7:00 pm—Emergency Pre- paredness Committee— Community Room	16	17
18	19 6:00 PM—City Council Adj. Meeting (Legal Issues & Labor Relations Workshop) @ Community Room	20 7:00 pm—City Council Meet- ing @ Hesse Park	21	22	23	24
25	26	27	28	29	30	31
		Winter Holiday Break—City Hall Closed				

January 2012

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3 7:00 pm—City Council Meeting @ PVIC (Short Term & Long Term Priorities Workshop)	4	5	6 7:30 am—Mayor's Breakfast Misetich/ @ Coco's	7
8	9 <div style="border: 1px solid black; padding: 5px; text-align: center;">45th Annual Sacramento Legislative Tour (Brooks, Knight)</div>	10 7:00 pm—Planning Commission @ PVIC	11	12	13	14
15	16	17 7:00 pm—City Council Meeting @ PVIC	18 12:00 pm—Mayor's Lunch @ The Depot (Misetich) 1:30 pm—Sanitation District Meeting (Misetich)	19 7:00 pm—EPC Meeting @ Community Room CANCELLED	20	21 <div style="border: 1px solid black; padding: 5px; text-align: center;">New Mayors & Council Members Academy—Sacramento (Brooks, Knight, Duhovic)</div>
22	23	24 7:00 pm—Planning Commission @ PVIC	25	26	27	28
29	30	31 7:00 pm—City Council Adj. Meeting @ PVIC				

February 2012

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3 <i>7:30 am—Mayor's Breakfast Misetich/ @ Coco's</i>	4
5	6	7 <i>7:00 pm—City Council Meeting @ Hesse Park</i>	8	9 <i>8:00 am—Regional Law Enforcement Committee Meeting—RHE City Hall</i>	10	11
12	13	14 <i>7:00 pm—Planning Commission Meeting @ Hesse Park</i>	15 <i>12:00 pm—Mayor's Lunch @ The Depot (Misetich)</i> <i>1:30 pm—Sanitation District Meeting (Misetich)</i>	16 <i>7:00 pm—EPC Meeting—Community Room</i>	17	18
19	20 <i>Tentative City Hall Clean Up Day</i>	21 <i>7:00 pm—City Council Meeting @ Hesse Park</i>	22	23	24	25
26	27 <i>7:00 pm—Traffic Safety Commission @ Community Room</i>	28 <i>7:00 pm—City Council Meeting @ Hesse Park</i>				



RANCHO PALOS VERDES

MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: CAROLYN LEHR, CITY MANAGER *CL*
DATE: DECEMBER 7, 2011 *(CL)*
SUBJECT: WEEKLY ADMINISTRATIVE REPORT

PEAFOWL CENSUS UPDATE

A team from Chino-based Animal Pest Management Services, consisting of a professional biologist and urban wildlife specialist, conducted a two-day census of peafowl in the City on Thursday, November 3rd and Friday, November 4th. Animal Pest Management Services is experienced in this field, having regularly performed peafowl censuses for other cities including Palos Verdes Estates. The census focused on five Rancho Palos Verdes neighborhoods: Portuguese Bend, Vista Grande, Crestridge, Sunnyside Ridge, and Monte Verde. The first four areas were also studied in Rancho Palos Verdes' last two peafowl censuses conducted in 2000 and 2008; the fifth area, Monte Verde, was added because of a number of reports/complaints received by staff within the past year.

The 2008 census, performed during the month of December, demonstrated a 53% increase in peafowl over the 2000 census with the majority of the increase located in the Vista Grande area. Based on those findings, Council authorized staff to implement a trap and relocate program in Vista Grande which resulted in the relocation of 71 peafowl in 2009.

2011 peafowl census numbers are lower in three of the four areas that were also surveyed in 2008: Vista Grande, Portuguese Bend, and Crestridge. Sunnyside Ridge's total increased by 127%, up from 11 in 2008 to 25 in 2011. Overall, there was a decrease of 82 peafowl counted from 2008 to 2011, representing a 39% decrease. The Monte Verde total of three peafowl is not included in the total decrease or percentage decrease figures because there is no 2000 or 2008 data for that neighborhood.

**CITY OF RANCHO PALOS VERDES
 2000, 2008, & 2011 PEAFAWL CENSUS DATA SUMMARY**

Geographical Area	2000 Peafowl Census Data	2008 Peafowl Census Data	2011 Peafowl Census Data	Increase/ Decrease (-) 2008-2011	% Increase/ Decrease (-) 2008-2011
Portuguese Bend	67	75	50	-25	-33%
Vista Grande	29	89	34	-55	-62%
Crestridge	38	30	14	-16	-53%
Sunnyside Ridge	0	11	25	14	127%
Monte Verde	n/a	n/a	3	n/a	n/a
TOTAL	134	205	126	-82*	-40%*

*Does not include Monte Verde total of three peafowl

All of the peafowl counted in the Vista Grande area were female. Animal Pest Management staff noted that this extreme gender disparity is unusual. Given the size of the female population, Animal Pest Management speculated that there were likely some males in the area, possibly roosting out of sight.

Prior to the 2011 census, staff had attempted to contact Dr. Francis Bradley of UC Davis, who conducted the 2000 census, and Michelle Palmer, a former graduate student of Dr. Bradley, who oversaw the 2008 census, to either utilize their services again, or discuss their precise census methodology in detail. Unfortunately, staff was unable to locate either Dr. Bradley or Ms. Palmer.

One difference in methodology between the 2000 and 2008 censuses conducted by UC Davis personnel and the 2011 census conducted by Animal Pest Management is that UC Davis staff counted peafowl in the morning and evening on two days, while Animal Pest Management Services counted solely in the morning hours over two days. The 2011 figures reflect the highest number of peafowl observed during a single day's count. Animal Pest Management Services' count might have been higher if additional counts were done in the evening. It is important to note that the census reflects the minimum number of birds observed in a given area, not the actual number, which is undoubtedly higher.

Due to the overall 40% decrease in peafowl numbers from 2008 to 2011 and a relatively low number of recent complaints from residents, staff is not recommending City-sponsored trapping at this time. Instead, staff intends to schedule a second census in March or April, 2012, which is the time frame recommended by Animal Pest

Management Services. A follow-up census will ensure that the same methodology is employed in assessing flock numbers in the targeted areas. Based upon the results of that census, Staff may bring forward a recommendation for targeted trapping and relocation of peafowl for Council consideration.

In the meantime, staff is referring residents to Mike Maxcy, who performed the peafowl trapping and relocation for the City in 2009. Mr. Maxcy has been willing to continue to offer his services to individual property owners who wish to remove individual peafowl. Trapping is limited to the individual's private property and is at their expense.

Councilmembers should contact Matt Waters at 310-544-5218 if you have any questions or wish to have this issue placed on a future City Council agenda.

MEMORANDUM



RANCHO PALOS VERDES

TO: CAROLYN LEHR, CITY MANAGER
FROM: DENNIS McLEAN, DIRECTOR OF FINANCE AND INFORMATION TECHNOLOGY
DATE: DECEMBER 7, 2011
SUBJECT: WEEKLY ADMINISTRATIVE REPORT

LC for DMC

MERGER OF CITY'S INDEPENDENT AUDITING FIRM

The independent CPA firm that audits the City's annual financial statements, Diehl, Evans & Company, LLP, has announced their merger with White, Nelson & Co. LLP. The combined firm, White Nelson Diehl Evans LLP (WNDE), will operate from the White Nelson headquarters in Irvine beginning December 1, and have additional offices in Carlsbad and Escondido. WNDE will have over 120 employees, making it one of the largest accounting firms headquartered in Orange County. The merger will not affect WNDE's continued service as the City's auditing firm.

DES

GOVERNOR BROWN'S 12-POINT EMPLOYEE PENSION PLAN REVIEWED

On December 1, the California Legislature got their first shot at responding to Governor Brown's 12-Point Employee Pension Plan that was introduced in late October. Key issues that were discussed were the Governor's proposed "hybrid" plan and the raising of the required retirement age. After legislators and various stakeholders got their chance to respond, the general consensus was that "it was a good start, but more details are needed." The Governor has stated that he plans to work out the details by November 2012, when he plans to release a ballot measure.

DES

GOVERNOR BROWN'S 12-POINT EMPLOYEE PENSION PLAN REVIEWED

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MEMORANDUM

RANCHO PALOS VERDES

TO: CAROLYN LEHR, CITY MANAGER

FROM: *Tom* TOM ODOM, DIRECTOR OF PUBLIC WORKS *TD*

DATE: DECEMBER 7, 2011

SUBJECT: WEEKLY ADMINISTRATIVE REPORT

HESSE PARK BUILDING CLOSURE REMINDER

The Drop Ceiling Replacement project at Hesse Park Building will begin in January 2012. In order to have safe and fast construction activities, the building will be closed from January 2 through January 31, 2012. However, the park grounds and restrooms will remain open from 9:00 a.m. to dusk Monday Through Friday, and 10:00 a.m. to dusk Saturday and Sunday. The City Council and Planning Commission meetings scheduled for January 2012 will be relocated to PVIC. The City will send appropriate public notices for these changes. Other events will also be adjusted accordingly. The building will be open on February 1, 2012.

The existing ceiling which is made with heavy 1'X1' tiles connected through a tongue-&-groove system is aged and deteriorating. In the past portions of this heavy ceiling had failed creating an unsafe situation which had to be repaired urgently. However, the future sporadic failures can not be predicted or prevented unless the ceiling is replaced with a modern design T-bar ceiling system. The new ceiling is made with lightweight 2'X4' panels mounted on T-bars and retrofitted against lateral forces.

We thank you for your patience with any inconvenience this project may cause.

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 November 2011.

2011 November

The Gas Company	1
So Calif Edison	6
Calif Water Service	2
Verizon	1
T Mobile	10
NextG Communications	3
Dumpster	1
Miscellaneous	12
TOTAL	36

KUDOS TO EDCO

One of the City's residents sent an appreciation letter to EDCO for their outstanding services especially to the City's senior population. See attached.



Bob & Agnes Nagamoto

Rancho Palos Verdes CA 90275

RECEIVED
City of Rancho Palos Verdes

DEC 02 2011

PUBLIC WORKS DEPARTMENT

EDCO Disposal Company
6254 Paramount Avenue
Long Beach CA 90621

Dear Staff,

My wife and I would like to express our appreciation for your outstanding services. Our two adjacent neighbors and I are all in our 80's, and not able to get around physically as much anymore, but your trash collectors and drivers are very helpful and return the trash bins very neatly all in a row since we have the "pup truck" collectors on our private road. We especially like and commend "Jesus", since he worked for Waste Management before, and we are very glad that you continued to hire him; he always helps us to carry down heavy trash bags down to the bins on Monday mornings. Isn't it nice to have such great services for us "Seniors" nowadays?

Thank you and Happy Holidays!

Sincerely,

A handwritten signature in cursive script that reads "Robert & Agnes Nagamoto".

Bob & Agnes Nagamoto

cc: City of Rancho Palos Verdes



TO: Carolyn Lehr, City Manager
FROM: Joel Rojas, Community Development Director
DATE: December 7, 2011
SUBJECT: Weekly Administrative Report

Planning Division Monthly Activity Report

Attached is the Planning Division's Monthly Activity Report for November 2011. 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 **31** new applications during the month and took action on **32** previously submitted applications.

Building and Safety Division Monthly Activity Report

Attached is the Building and Safety Division's Monthly Activity Report for November 2011. 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 **119** permits during the month of November 2011.

Code Enforcement Division Monthly Activity Report

Attached is the Code Enforcement Division's Monthly Activity Report for November 2011. 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 **43** field inspections and brought **32** cases to closure.

View Restoration/Preservation Applications Monthly Activity Report

Attached is the View Restoration Division's Monthly Activity Report for November 2011. 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;

**Community Development Department
Weekly Administrative Report
December 7, 2011**

and 4) A summary of the Division's activities year-to-date. The Division received **11** new applications in the month of November 2011.

Right-of-Way Permit Monthly Activity Report

The Department issued **5** right-of-way permits in the month of November 2011.

Planning Commission Draft Agenda

Attached is the draft agenda for the Planning Commission meeting on December 13, 2011.

Applications of Note

Attached is a table with a summary of the applications of note that were submitted to the Department between November 30 and December 6, 2011.

Attachments

Planning Division's Monthly Activity Report for November 2011
Building and Safety Division's Monthly Activity Report for November 2011
Code Enforcement Division's Monthly Activity Report for November 2011
View Restoration/Preservation Division's Monthly Activity Report for November 2011
Right-of-Way Permit Monthly Activity Report for November 2011
PC draft agenda for December 13, 2011
Applications of Note



City of Rancho Palos Verdes

Monthly Planning Activity Summary

For the Month of November 2011

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
31	27	0	3	0	1	0	1	0	0

New ZON* Applications by Type

Application Type	Number
Site Plan Review	23
Foliage Analysis	5
Grading Approval	1
Sign Permit	1
Conditional Use Permit	1
Minor Exception Permit	1
Environmental Assessment	1
Special Use Permit	1
Special Construction Permit	3
Permit Revision/Amendment	1
Number of Unique Applications:	38
Number of New ZON Cases:	31

New SUB* Applications by Type

Application Type	Number
Number of Unique Applications:	
Number of New SUB Cases:	

Closed Case Summary

Staff Decisions

Number of Cases Closed: 27
Median Processing Time: 0 days

Director Decisions

Number of Cases Closed: 3
Median Processing Time: 156 days

PC/CC Decisions

Number of Cases Closed: 2
Median Processing Time: 251 days

All Planning Cases

Number of Cases Closed: 32
Median Processing Time: 68 days

* ZON = Zoning, SUB = Subdivision



City of Rancho Palos Verdes

Monthly Building & Safety Activity Summary For the Month of November 2011

New Cases Received	Permits Issued	Permit Fees (\$)	Plan Check Fees (\$)	Other Fees* (\$)	Total Valuation (\$)	New Plan Checks	New SFRs	Total Inspections	Average Daily Inspections
127	119	57,277	24,650	8,181	394,200	17	1	536	27

New BLD** Applications by Type	
Application Type	No.
Addition	2
Alteration	6
Addition & Remodel	5
Site Investigation	1
New Construction	10
Repair	4
Reroof	23
Remodel	21
Solar Panels	5
Pool/Spa	5
Tenant Improvement	2
New BLD Cases:	84

New ELE** Applications by Type	
Application Type	No.
Alteration	1
Changeout	2
New Construction	3
Remodel	1
Service Upgrade	2
New ELE Cases:	9

New MEC** Applications by Type	
Application Type	No.
Changeout	20
New Construction	3
New MEC Cases:	23

New PLM** Applications by Type	
Application Type	No.
Changeout	2
New Construction	1
Repair	7
Repipe	1
New PLM Cases:	11

Issued Permit Summary
Over-the-Counter Permits
No. of Permits Issued: 106
Median Processing Time: 0 days
Plan Checked Permits
No. of Permits Issued: 13
Median Processing Time: 18 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 November 2011

Fiscal Year 2010-2011	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 2011-2012
July	126	\$101,282.00	\$118,286.00	\$1,376,100.00	8	\$13,013.00	0	542	26	July
August	123	\$98,078.00	\$116,304.00	\$877,900.00	14	\$38,100.00	1	557	25	August
September	108	\$77,560.00	\$87,762.00	\$451,700.00	20	\$16,346.00	0	517	25	September
October	134	\$72,511.00	\$90,318.00	\$1,133,900.00	10	\$19,010.00	1	504	24	October
November	134	\$50,764.00	\$60,840.00	\$690,900.00	14	\$14,275.00	1	586	29	November
December	110	\$47,841.00	\$61,175.00	\$384,500.00	16	\$42,413.00	1	529	25	December
January-12	144	\$94,199.00	\$102,278.00	\$584,100.00	8	\$16,739.00	0	525	24	January
February	97	\$88,174.00	\$98,355.00	\$611,500.00	10	\$17,854.00	1	433	22	February
March	143	\$63,383.00	\$87,647.00	\$777,500.00	14	\$24,264.00	3	559	24	March
April	106	\$71,567.00	\$89,490.00	\$872,500.00	17	\$56,997.00	3	573	27	April
May	117	\$75,801.00	\$100,904.00	\$760,600.00	9	\$17,647.00	2	463	22	May
June	118	\$85,806.00	\$113,288.00	\$704,800.00	20	\$30,664.00	3	605	28	June
YTD	1,460	\$926,966.00	\$1,126,647.00	\$9,226,000.00	160	\$307,322.00	16	6393	301	YTD

Fiscal Year 2011-2012	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 2012-2013
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										December
January-13										January
February										February
March										March
April										April
May										May
June										June
YTD	630	\$363,640.00	\$427,475.00	\$2,830,300.00	69	\$97,378.00	1	2739	129	YTD
Previous YR	625	\$400,195.00	\$473,510.00	\$4,973,500.00	66	\$100,744.00	3	2706	129	Previous YR
<u>% Change/YTD</u>	<u>1%</u>	<u>-9%</u>	<u>-10%</u>	<u>-43%</u>	<u>5%</u>	<u>-3%</u>	<u>-200%</u>	<u>1%</u>	<u>0%</u>	<u>% Change YTD</u>



City of Rancho Palos Verdes

Monthly Code Enforcement Activity Summary For the Month of November 2011

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
30	43	13	3	1	0	0	1	32	1

Violation Category	Count
Fence, Wall & Hedge	1
Non-Permitted Construction	9
Other Violation	4
Property Maintenance	2
Illegal Signs	1
Swale Maintenance	7
Trash Cans	6
Total:	30

Building Code Violations
Number of Cases Closed: 2
Median Processing Time: 2,290 days
Municipal Code Violations
Number of Cases Closed: 15
Median Processing Time: 20 days
Zoning Code Violations
Number of Cases Closed: 15
Median Processing Time: 6 days

Street Name	Signs Removed
HAWTHORNE BLVD	17
PALOS VERDES DR E	17
PALOS VERDES DR S	41
PALOS VERDES DR W	4
Total Signs Removed:	79



City of Rancho Palos Verdes

Monthly View Activity Summary

For the Month of November 2011

New Cases Received	Director Approvals	Director Denials	Planning Commission Approvals	Planning Commission Denials	City Council Approvals	City Council Denials	Appeals Heard
11	0	0	0	0	0	0	0

New View Cases (MTD)	
Application Type	Number
View Restoration Permit	3
View Maintenance	8
Number of New Cases:	11

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	24
View Preservation Permit	7
City Tree Review Permit	9
View Maintenance	29
Number of New Cases:	69

Pre-Application Meetings (YTD)	
Application Type	Number
View Restoration Permit	14
Number of Pre-Application Meetings:	14

Resolved By Mediation (YTD)	
Application Type	Number
View Restoration Permit	12
Number of Cases:	12



Rancho Palos Verdes Monthly Right-of-Way Permits

Issued During November 2011 by Community Development Department

Case #	Issued	Fee	Street Address	Owner	Type	Permittee	Expires
Case Type ROW							
ROW2011-00033	11/1/11	\$98.00	30816 RUE DE LA PIERRE	BOGDANOVICH, MARK & DONNA	Dumpster/Roll-off	Waste Management	12/1/11
ROW2011-00034	11/8/11	\$98.00	7117 AVENIDA ALTISIMA	JUDY CHAI	Dumpster/Roll-off	EDCO Corporation	12/8/11
ROW2011-00035	11/21/11	\$98.00	28353 HAZELRIDGE DR	ZHENG QI	Dumpster/Roll-off	Easy Roll Off	12/21/11
ROW2011-00036	11/29/11	\$98.00	27021 WHITESTONE RD	ROBBI FERNANDEZ	Dumpster/Roll-off	Universal Waste Systems	12/29/11
ROW2011-00037	11/30/11	\$98.00	6 MARGUERITE DR	IMBACH FAMILY TRUST	Dumpster/Roll-off	EDCO Corporation	12/30/11

Number of ROW cases issued: 5

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



AGENDA

**RANCHO PALOS VERDES PLANNING COMMISSION
TUESDAY, DECEMBER 13, 2011
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. 2011-39

CALL TO ORDER:

FLAG SALUTE:

ROLL CALL:

APPROVAL OF AGENDA:

COMMUNICATIONS:

City Council Items:

Staff:

- Status Report Regarding Exterior Lighting at the Palos Verdes Animal Hospital
- Status Report Regarding the Parking Lot Improvements at Lower Point Vicente

Commission:

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

 **DRAFT**

CONSENT CALENDAR:

NONE

CONTINUED BUSINESS:

1. CODE AMENDMENT (CASE NO. ZON2010-00293): City / Citywide (SK)

Request: A request to create a new review process for hedges above 42" in height within the front yard setback and to simplify the existing intersection visibility triangle review process.

Action Deadline: None

Recommendation: Discuss and provide direction to Staff on a proposed code amendment to revise Chapters 17.48.070 (Intersection Visibility Triangle) and 17.76.030 (Fences, Walls and Hedges) of Title 17 (Zoning) of the City's Municipal Code, to 1) amend the review process for Intersection Visibility Triangle applications, and 2) establish a new process to allow hedges above 42" in height within the front yard setback of private residential properties.

PUBLIC HEARINGS:

2. HEIGHT VARIATION PERMIT (CASE NO. ZON2011-00309): 26139 Basswood Avenue / Mahajan (SK)

Request: A request to modify a portion of the roof design from mansard to a low pitched gable, thereby increasing the ridgeline by 1.5' (from 22.5' to 24').

Action Deadline: January 6, 2012

Recommendation: Adopt P.C. Resolution No. 2011-__; thereby conditionally approving a Height Variation revision (Case No. ZON2011-00309).

3. CONDITIONAL USE PERMIT REVISION (CASE NO. ZON2011-00277): 30940 Hawthorne Boulevard / Verizon Wireless (SK)

Request: A request to install a diesel powered stand-by generator to the rear of a two-story administrative building at the City Hall property.

Action Deadline: January 15, 2012

Recommendation: Adopt P.C. Resolution No. 2011-__; thereby approving a Conditional Use Permit revision (Case No. ZON2011-00277).

4. VIEW RESTORATION PERMIT (CASE NO. VRP2010-00010): Papadakis, et al / (JA)

Request: A request to trim and/or remove foliage located at 3302, 3326, and 3351 Deluna

Drive & 30619 and 30611 Lucania Drive, to restore the views from 3228 Parkhurst Drive and 30639 & 30638 Lucania Drive.

 **DRAFT**

Action Deadline: None

Recommendation: Continue the public hearing to the February 14, 2012 meeting.

5. CODE AMENDMENT – INTERPRETATION PROCEDURE: Citywide / City (AH)

Request: A City-initiated request to revise Chapter 17.90 (Interpretation Procedure) of the Rancho Palos Verdes Municipal Code (RPVMC), to allow the owners of property traversed by an Open Space Hazard Zoning District boundary line the opportunity to adjust said boundary line up to 100 when based on the submittal of geology reports reviewed and approved by the City.

Action Deadline: None

Recommendation:

6. GENERAL PLAN UPDATE – MAP CHANGES: Citywide / City (GP)

Request: A request to review and approve proposed changes to the General Plan Land Use Map to address the location of Overlay Control Districts.

Action Deadline: None

Recommendation: Approve the proposed land use changes to the General Plan Land Use Map related to Areas “1” through “15”.

NEW BUSINESS:

NONE

APPROVAL OF MINUTES:

7. MINUTES OF NOVEMBER 22, 2011

ITEMS TO BE PLACED ON FUTURE AGENDAS:

8. PRE-AGENDA FOR THE MEETING ON JANUARY 10, 2012

ADJOURNMENT:

The next meeting is scheduled for January 10, 2012, 7:00 P.M. at the Point Vicente Interpretive Center.

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.
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 December 7, 2011

Case No.	Owner	Street Address	Project Description	Submitted
VRP2011-00070	WOLF, ROBERT D & MARILYN	5014 SILVER ARROW DR	View Maintenance request for foliage located in the PROW adjacent to 5002 Silver Arrow Dr. (VRP2009-00007)	12/1/2011
<i>View Maintenance</i>				
VRP2011-00071	LORENZEN, ANGUS M & GAIL Y	15 DIAMONTE LN	View Maintenance request for foliage located at 9 Diamonte Ln. (VPP 63)	12/5/2011
<i>View Maintenance</i>				
VRP2011-00072	JOHN SKUNCA	2350 DALADIER DR	View Restoration Permit regarding foliage located at 2342 Daladier Dr. (Cooper)	12/6/2011
<i>View Restoration Permit</i>				
ZON2011-00343	NAGASUGI, CRAIG K & LEONA L	30057 AVENIDA TRANQUILA	1,620SF basement to living space conversion, 423SF courtyard to living space conversion and 2 skylights.	12/2/2011
<i>Site Plan Review</i> <i>Foliage Analysis</i>				
ZON2011-00345	CITY OF RANCHO PALOS VERDES	CITYWIDE	Zone Text Amendment to allow ancillary residential use within Commercial Zoning Districts	12/5/2011
<i>Code Amendment</i> <i>Environmental Assessment</i>				



MEMORANDUM

TO: CAROLYN LEHR, CITY MANAGER

FROM: CAROLYNN PETRU, INTERIM DIRECTOR, RECREATION AND PARKS/ DEPUTY CITY MANAGER 

DATE: DECEMBER 7, 2011

SUBJECT: ADMINISTRATIVE REPORT

Santa's Elves Finalize Preparations for Breakfast with Santa



Final preparations are underway for this year's annual Breakfast with Santa REACH Fundraiser. This popular program will be held this Saturday, December 10, from 9:00 a.m. to 10:30 a.m. at the Hesse Park Community Center. Highlights of the event include Santa's arrival on a fire truck, courtesy of Fire Station #106; a performance by Palos Verdes Strings' young violinists; a holiday story and carols; holiday-themed crafts; photo ops with Santa; and a tasty breakfast with many menu items donated by local merchants. Proceeds from this event support the City's REACH program, serving young adults with developmental disabilities.

MRCA Ranger-led Night Hikes

On Saturday evening, December 10, the Mountains Recreation and Conservation Authority (MRCA) Rangers will lead a moonlit hike in the Portuguese Bend Reserve. On these moderate hikes, park rangers share interpretive information about the Palos Verdes Nature Preserve and hiking safety tips. Interested hikers must pre-register with the City's Recreation and Parks Department by calling 310-544-5260.



Upcoming night hikes are scheduled for:

- Dec 10, 2011 7 p.m. - 9 p.m.
- Jan 14, 2012 7 p.m. - 9 p.m.
- Feb 11, 2012 7 p.m. - 9 p.m.

See you out there!

Point Vicente Interpretive Center

Whale Watch Season Begins at PVIC

On Thursday, December 1, whale watchers returned to the back patio of PVIC to kick off the official 2011-2012 Southern California gray whale watching season. Though there were some unofficial sightings in November, the first official sightings were recorded on December 3. Last year, more than 1,100 Pacific gray whales were spotted on their migration from the frigid arctic waters to the warm lagoons of Baja. The whale census takers are volunteers of Whale Watch, an organization that is co-sponsored by the American Cetacean Society and the Cabrillo Marine Aquarium. Staff is grateful to have the experienced knowledgeable organization, Whale Watch, at PVIC to share information with interested PVIC visitors.

On Monday evening, December 5, the City's annual Holiday Party was held in the Sunset Room.

On Tuesday morning, December 6, the Los Serenos docent board meeting took place in the Sunset Room, followed by the 2012 Whale of a Day planning meeting.

On Wednesday morning, December 7, the Strategic Plan Exhibit Design Committee met to discuss Lower Point Vicente Park Phase II and III interior and exterior exhibits.

On Wednesday morning, December 7, the Junior Docent Committee and candidates met to discuss upcoming 2012 January classes.

On Saturday morning, December 10, a Tai Chi Chuan class from Hesse Park will be held in the Sunset Room.

Los Serenos Docent Class 46 Training

On Wednesday, December 7, the newest Los Serenos docent class assembled for its weekly training session at PVIC. Topics included the Peninsula's unique geology, fossils, early artifacts, and a kaleidoscope of cultures, including the Tongva Native Americans, Japanese farmers and Spanish ranchers. Also discussed were the Pacific gray whale and its extraordinary annual migration.

Los Serenos Docent-led Hikes Report

On Wednesday morning, December 7, docents led 12 students from St. Timothy's Preparatory School on a tour through the Point Vicente Interpretive Center, sharing information on the Peninsula's original inhabitants and the area's unique geological history.

On Saturday afternoon, December 10, 50 students and 5 adults from Centennial College Preparatory School will visit the Point Vicente Interpretive Center and Abalone Cove. Docents will share information on the complex relationship between whales and humans, with discussion of early whaling practices, as well as highlights of the various tide pool creatures.

On Sunday afternoon, December 11, visitors will join the Los Serenos docents on a public hike to the tide pools at Abalone Cove, sharing information about this ecological reserve, including protected tide pool creatures and local wildlife. The City and the Los Serenos de Point Vicente Docent organization co-sponsor these free monthly hikes to educate the public about the Peninsula's natural and cultural history and resources.

Fred Hesse Jr. Community Park

Pet Adoption on Saturday, December 10

The City and the Los Angeles Harbor Shelter will hold a pet adoption event on Saturday, December 10 in the upper picnic area from 10:00 a.m. to 3:00 p.m. The public is invited to come see the dogs and cats and adopt a new pet, just in time for the holidays. Bring cash or check for adoption fees.

Recreation Class Rentals (Week of December 5 – 11)

- Duplicate Bridge Classes (Multipurpose Room - MPR): Monday, Friday
- Lite Impact Aerobic Dance Classes (MPR): Monday, Wednesday
- Kuk Sool Martial Arts Class for Youth (Fireside Room - FSR): Monday, Wednesday
- Bones for Life Class (MPR): Tuesday
- Mommy & Me Classes (Activity Room - ACT): Tuesday, Thursday
- Suika Preschool Class (ACT): Friday
- Basics of Fine Arts Class (ACT): Saturday
- PV Strings Violin and Viola Classes (ACT): Sunday

Community Groups/Private Rentals (Week of December 5 – 11):

- Pony League Games (Baseball Field): Sunday
- PVP Republican Women Federated Meeting (FSR): Tuesday
- Peninsula Seniors Weekly Lecture (FSR): Wednesday
- Palos Verdes Amateur Radio Club Board Meeting (FSR): Wednesday
- RPV Seniors Bridge Club Games (MPR): Thursday

Robert E. Ryan Community Park

Recreation Class Rentals (Week of December 5 – 11):

- Suika Preschool (Activity Room - ACT): Monday, Wednesday, Friday

Community Groups/Private Rentals (Week of December 5 – 11):

- Pony League Games (Baseball Field): Saturday, Sunday

Ladera Linda Community Center

Recreation Class Rentals (Week of December 5 – 11):

- Creative Energy Dance School Youth Classes (MPR, Room G and J): Mon. – Sat.
- Kids Music N Motion Music Class (Room J): Thursday

Community Groups/Private Rentals (Week of December 5 – 11):

- Private Rental (MPR): Saturday

REACH Program

On Monday, December 5, local Stampin' Up demonstrator Yoly led staff and REACH participants in a holiday craft using stamps and paper cut-outs to create beautiful cards and gifts. For dinner, everyone participated in preparing tasty burritos.

TENTATIVE AGENDAS

December 19, 2011 (Mon., 6:00 P.M.) Adj. Reg. Mtg./Council Workshop at City Hall Community Room

Regular Business

Labor Relations

Legal Requirements for Elected Officials

December 20, 2011

Closed Session: Land Acquisition

Mayor's Announcements: Resolution of Appreciation from SCE – Marvin Jackmon

City Manager Report:

New Business:

Consent

Authorize Grant Application for Beverage Container Recycling

Authorize Agmt Amendment for TEAM Econolite Name Change to Aegis ITS

Adopt Resolution Establishing Speed Limits at Various Locations

City Council Rules of Procedure

Public Hearings

Ride to Fly Permit Extension

Certification of Mitigated Negative Declaration on San Ramon Canyon Project

Regular Business

City Acquisition of Montemalaga Canyon Parcels

Council Policy No. 37-Naming Public Facilities & Placing of Monuments/Memorials

Skate Park and Dog Park Potential Site Evaluation Criteria

Mayor's Appt. to Vector Control Board

January 3, 2012 (6:00 P.M.) (PVIC) City Council Workshop

New Business:

Regular Business

Short Term and Long Term City Council Priorities

Budget Methods

January 17, 2012 (PVIC)

6:00 – Adj. Reg. Mtg. - Interviews of Planning Commission Applicants

Mayor's Announcements:

City Manager Report:

New Business:

Consent

Parking Fines

NOC – Residential Street Imp. Project FY09-10 Area 4 and 8

Award Prof Services Agmt for Calif Coastal Trail Improvement Project

Public Hearings

Trump Rev. ZZ - Hedges

Regular Business

License Agreement for 25th Street Mobile Park

Comprehensive Annual Financial Report (CAFR)

City Advisory Board Appointments – Planning Commission

Mayor's Appts. of Council Members to Intergovernmental Orgs. & Assocs.

Council Policy – Reimbursement for Travel/Meetings & Background Info. on AB1234

January 31, 2012 (PVIC) – Adj. Reg. Mtg.

6:00 – Adj. Reg. Mtg. - Interviews of Finance Advisory Committee Applicants

Mayor's Announcements:

City Manager Report:

New Business:

Consent

Public Hearings

Regular Business

City Advisory Board Appointments – Finance Advisory Committee

February 7, 2012

6:00 – Adj. Reg. Mtg. - Interviews of Oversight Committee Applicants & Chairs of Committees/Commissions

Mayor's Announcements:

City Manager Report:

New Business:

Consent

Public Hearings

Approval of Final Public Use Master Plan
Floor Area Ratio

Regular Business

City Advisory Board Appointments – Oversight Committee
Appt. of Chairs to City Advisory Boards

February 21, 2012

Mayor's Announcements:

City Manager Report:

New Business:

Consent

Public Hearings

Regular Business



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 12/12/11 - 12/19/11
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: Promenade at the Peninsula, Holiday Shopping at the Mall
6:30 AM - 7:00 AM	Cardio Strength Stretch - Moderate to Rigorous Exercise Routines	4:00 PM - 4:30 PM	Playing the Field: The 2011 L.A. Auto Show
7:00 AM - 7:30 AM	Around the Peninsula: Marea - Shopping at Terranea/ Terranea Tree Lighting	4:30 PM - 5:00 PM	USC Presents Impact - Student Programming - Episode 63
7:30 AM - 8:00 AM	Around the Peninsula: Promenade at the Peninsula, Holiday Shopping at the Mall	5:00 PM - 5:30 PM	Sit and Be Fit - Low Impact Fitness
8:00 AM - 8:30 AM	Palos Verdes Peninsula Land Conservancy Hike - Klondike Canyon	5:30 PM - 6:00 PM	Cardio Strength Stretch - Moderate to Rigorous Exercise Routines
8:30 AM - 9:00 AM	Palos Verdes Peninsula Land Conservancy (continued)	6:00 PM - 6:30 PM	Around the Peninsula: Marea - Shopping at Terranea/ Terranea Tree Lighting
09:00 AM - 9:30 AM	Playing the Field: The 2011 L.A. Auto Show	6:30 PM - 7:00 PM	Around the Peninsula: Promenade at the Peninsula, Holiday Shopping at the Mall
9:30 AM - 10:00 AM	USC Presents Impact - Student Programming - Episode 63	7:00 PM - 7:30 PM	Peninsula Seniors: Sleepy Hollow Christmas Lights
10:00 AM - 10:30AM	Armchair Traveler: The Banning Museum	7:30 PM - 8:00 PM	Peninsula Seniors (continued)
10:30 AM - 11:00 AM	Armchair Traveler: Coffee and Cars	8:00 PM - 8:30 PM	Armchair Traveler: The Banning Museum
11:00 AM - 11:30 AM	Around the Peninsula: Marea - Shopping at Terranea/ Terranea Tree Lighting	8:30 PM - 9:00 PM	Armchair Traveler: Coffee and Cars
11:30 AM - 12:00 PM	Around the Peninsula: Promenade at the Peninsula, Holiday Shopping at the Mall	9:00 PM - 9:30 PM	Playing the Field: The 2011 L.A. Auto Show
12:00 PM - 12:30 PM	Peninsula Seniors: Truman White House Memories - Cecil Fleener	9:30 PM - 10:00 PM	USC Presents Impact - Student Programming - Episode 63
12:30 PM - 1:00 PM	Peninsula Seniors (continued)	10:00 PM - 10:30 PM	The Peninsula Symphonic Winds
1:00 PM - 1:30PM	Playing the Field: The 2011 L.A. Auto Show	10:30 PM - 11:00 PM	The Peninsula Symphonic Winds
1:30 PM - 2:00 PM	USC Presents Impact - Student Programming - Episode 63	11:00 PM - 11:30 PM	The Peninsula Symphonic Winds
2:00 PM - 2:30 PM	Palos Verdes Peninsula Land Conservancy Hike - Klondike Canyon	11:30 PM - 12:00 AM	The Peninsula Symphonic Winds
2:30 PM - 3:00 PM	Palos Verdes Peninsula Land Conservancy (continued)	12:00 AM - 1:00 AM	The Peninsula Symphonic Winds
3:00 PM - 3:30 PM	Around the Peninsula: Marea - Shopping at Terranea/ Terranea Tree Lighting	1:00 AM - 6:00 AM	Community Announcements



PVPTV35 Programming Schedule Guide
Week of 12/12/11 to 12/18/11

Monday, Dec. 12

3:00PM

Palos Verdes Library Dist.

6:00PM

PVP Coordinating Council

7:00PM

PVPUSD Board Meeting

Tuesday, Dec. 13

7:30PM

City of RHE City Council Meeting - Live

Wednesday, Dec. 14

7:30PM

City of PVE City Council Meeting 12/13/11

Thursday, Dec. 15

7:00PM

RHE - 2011 Holiday Parade

Friday, Dec. 16

6:00PM

PVP Land Conservancy Nature Walk

7:30PM

City of RHE City Council Meeting 12/13/11

Saturday, Dec. 17

10:00AM

RHE - 2011 Holiday Parade

7:00PM

City of RPV Planning Commission 12/13/11

Sunday, Dec. 18

10:00AM

RHE - 2011 Holiday Parade

7:30PM

City of RHE City Council Meeting 12/13/11

**LOS ANGELES COUNTY SHERIFF'S DEPARTMENT- LOMITA STATION
REPORTED CRIMES & ARRESTS BETWEEN 11/27/11 & 12/03/11**

LOMITA:

CRIME	FILE #	RD	DATE	TIME	LOCATION	METHOD OF ENTRY	LOSS	ADDITIONAL INFORMATION
GRAND THEFT AUTO	11-04115	1711	11/25/11- 11/27/11	2000- 0900	2200 BLOCK 248TH ST	UNKNOWN	SUNGLASSES	ATTEMPT. VICTIM SAW A SPARE IGNITION KEY INSERTED INTO THE IGNITION. LOCATION TYPE- RESIDENTIAL STREET
ROBBERY	11-04139	1710	11/28/11	2210	2400 BLOCK LOMITA BL	N/A	CELLPHONE, MONEY, LAPTOP	S1- MH, 20-25, 509, 170, BRO HAIR, RED "W" ON LFT SIDE OF NECK S2- MH, 20-25, 507, 140, SHORT BRO HAIR LAST SEEN IN A DARK COLOR (POSSIBLY GREEN) COMPACT CAR VICTIM WAS IN VEHICLE WHEN S1 AND S2 APPROACHED. S1 ASKED TO BORROW VICTIM'S CELLPHONE. WHEN VICTIM ATTEMPTED TO GET THE CELLPHONE BACK, S1 EXPOSED A GUN IN HIS WAIST BAND. S1 SAW THE VICTIM HAD MONEY AND TOOK IT. VICTIM THEN SAW S2 APPROACHING HIM WITH HIS LAPTOP THAT HE KEPT IN HIS CAR.
RESIDENTIAL BURGLARY	11-04163	1713	11/30/11- 12/01/11	1700- 0830	1800 BLOCK 260TH ST	FENCE, CUT	14 BOXES OF WOOD PANELS	SUSPECT(S) UNKNOWN. RESIDENCE IS UNDER CONSTRUCTION.
ARRESTS:INDECENT EXPOSURE-1,DUI-2,WARRANT-1,BATTERY-1,FIREARM-1								

RANCHO PALOS VERDES:

CRIME	FILE #	RD	DATE	TIME	LOCATION	METHOD OF ENTRY	LOSS	ADDITIONAL INFORMATION
VEHICLE BURGLARY	11-04110	1735	11/26/11- 11/27/11	1900- 1200	6500 BLOCK OCEAN CREST DR	WINDOW, FORCED	JACKET, CD'S, SUNGLASSES, GARAGE REMOTE	SUSPECT(S) UNKNOWN. LOCATION TYPE- RESIDENTIAL PARKING SPACE.
RESIDENTIAL BURGLARY	11-04132	1745	11/28/11	1500- 1800	4000 BLOCK LORRAINE RD	FRONT DOOR, FORCED	WATCH	SUSPECT(S) UNKNOWN.
RESIDENTIAL BURGLARY	11-04133	1745	11/28/11	0900- 1900	4000 BLOCK LORRAINE RD	FRONT DOOR, FORCED	UNKNOWN	SUSPECT(S) UNKNOWN.
RESIDENTIAL BURGLARY	11-04134	1744	11/28/11	1730- 1915	3000 BLOCK CROWNVIEW DR	DOOR, FORCED	UNKNOWN	SUSPECT(S) UNKNOWN.
COMMERCIAL BURGLARY	11-04155	1746	11/18/11- 11/22/11	1730- 1200	28900 BLOCK S. WESTERN AVE	ENTRY DOOR	2 LAPTOPS	SUSPECT(S) UNKNOWN.
GRAND THEFT (VEHICLE)	11-04097	1744	11/26/11	0100- 0230	2500 BLOCK SUNNYSIDE RIDGE RD	UNLOCKED VEHICLE	LAPTOP, GIFT CARDS, MONEY, PURSE, CDL	SUSPECT(S) UNKNOWN. LOCATION TYPE- PARKING LOT
RESIDENTIAL BURGLARY	11-04161	1734	11/29/11	0830- 0945	2800 BLOCK DOVERIDGE DR	WINDOW SCREEN, CUT	LAPTOP, CELLPHONE, AND MISC. JEWELRY	SUSPECT(S) UNKNOWN.
RESIDENTIAL BURGLARY	11-04132	1735	11/27/11- 11/30/11	1700- 1330	28200 BLOCK AMBER GATE DR	OPEN WINDOW	TV	SUSPECT(S) UNKNOWN.
VEHICLE BURGLARY	11-04190	1747	12/03/11	1300- 1315	1700 BLOCK WESTMONT AVE	REAR PASSENGER WINDOW, SMASHED	PURSE, CAMERA, CELLPHONE, WALLET, MONEY	SUSPECT(S) UNKNOWN. LOCATION TYPE- PARKING LOT
NO ARRESTS								

ROLLING HILLS:

NO CRIMES OR ARRESTS OCCURRED DURING THIS TIME.

ROLLING HILLS ESTATES:

NO CRIMES OR ARRESTS OCCURRED DURING THIS TIME.

SAN PEDRO:

CRIME	FILE #	RD	DATE	TIME	LOCATION	METHOD OF ENTRY	LOSS	ADDITIONAL INFORMATION
RESIDENTIAL BURGLARY	11-04120	1750	11/22/11-11/27/11	1515-1725	900 BLOCK W. 5TH ST	WINDOW, SHATTERED	MICROWAVE OVEN	SUSPECT(S) UNKNOWN.
ARSON	11-04148	1750	11/29/11	2052	900 BLOCK 1ST ST	N/A	N/A	SUSPECT(S) UNKNOWN. LOCATION TYPE- ALLEY
COMMERCIAL BURGLARY	11-04179	1750	12/02/11	2145	1400 BLOCK W 7TH ST	DOOR	GUITAR (RECOVERED)	S- MW/A, 601, DARK HOOD SWEATER, BLUE JEANS
NO ARRESTS								

PALOS VERDES PENINSULA:

CRIME	FILE #	RD	DATE	TIME	LOCATION	METHOD OF ENTRY	LOSS	ADDITIONAL INFORMATION
VEHICLE BURGLARY	11-04136	1753	11/28/11	1100-1200	3600 BLOCK ESTATES LN	UNLOCKED VEHICLE	BLACK POUCH, LAPTOP CHARGER, CELLPHONE CHARGER, BLACK BAG, STETHOSCOPE, BLOOD PRESSURE CUFF, MISC. CD'S, GLASSES, MISC. PENS AND PENCILS, MISC. PAPERS	SUSPECT(S) UNKNOWN. LOCATION TYPE- RESIDENTIAL PARKING SPACE.
VEHICLE BURGLARY	11-04186	1753	12/02/11-12/03/11	1900-0900	3600 BLOCK ESTATES LN	DRIVER WINDOW, SMASHED	CD CASE	SUSPECT(S) UNKNOWN. LOCATION TYPE- RESIDENTIAL PARKING SPACE.
NO ARRESTS								

PUBLIC RECORDS ACT REQUESTS -TRACKING LOG 2011

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN	APPROX. STAFF COSTS INCURRED
8/22/2011	8/22/2011	Brad Austin	PRA request for unrefunded deposits and uncashed checks, and overpayment of foreclosures.	8/23/2011 - Request forwarded to all employees via email. 8/31/2011 Finance reviewed and provided documentation for item 3 of the request. 9/01/2011 Sent determination letter to Mr. Austin via email noting total cost of production \$30.27. 10/4/11 to date no response has been received.	Total: 6 hours, 52 mins. (City Clerk's Office: prepare memo, track staff response, write determination letter, PDF documents - 4 hours, 46 mins; Finance: discussion, review and printing of documents - 1 hour, 59 mins; Planning: document search and review - 7 mins).
8/31/2011	8/31/2011	Gates, O'Doherty, Gonter & Guy LLP	PRA Request for documents re construction at Golden Cove	Planning and PW are compiling documents. 9/29/11 Representative from firm reviewed files and concluded only needed 1 copy of sheet of grading plans. Copied at requestor's request-completed.	
9/10/2011	9/14/2011	Kevin McBride- McBride Law	Potential Litigation re: 20 Rockinghorse Road	Community Development will tag appropriate files and retain for potential future litigation.	
9/21/2011& 9/22/2011	9/21/2011& 9/22/2011	Valerie Blitz	Storm Drains and Channels (Oceanfront Estates/Lower Point Vicente)	9/29/2011 - Fourteen Day extension letter sent to Ms. Blitz with. Determination letter due October 14, 2011.Sent letter with 1st production date 10/20/11; and 2nd production 11/23/11.	
10/6/2011	10/6/2011	Law Offices of Beck & Browning for Janet M. Behrendt	Lot Line Dispute between 29075 Palos Verdes Drive East and 29065 Palos Verdes Drive East	10/06/2011 Memo to Staff requesting records. 10/11/11 Sent letter via USPS and Fax stating documents are ready for review and held in Planning department.	
10/17/2011	10/17/2011	Michel & Associates P.C.	Requesting copy of DVD from Ch 33 of documentary titled "Friday Under the Lights" regarding stadium lighting at Palos Verdes Peninsula High School	10/19/11 Sent email (and left voice mail) stating dvd is ready- total cost is \$11.71 (\$10.00 for dvd \$1.71 for postage)- 10/24/11 Received check mailed dvd. Completed	
11/11/2011	11/14/2011	Bond Exchange and Insurance Company	Copies of Bid Bonds/Bid Security for all contractors that bid referenced project Miraleste Access Ramp-ADA Compliance	11/22/11 RWG Staff provided feedback to Nicole regarding production of documents. 11/22/11 Contacted requestor for payment, awaiting check.	
11/18/2011	11/21/2011	Neopost Bob Buck	Request for copy original PO or vendor agreement for Pitney Bowes	11/22/11 Kathryn sent response letter- we do not own a Pitney- Bowes machine.	Less than 20 minutes
12/2/2011	12/2/2011	Ken DeLong	PVNet Agreement Insurance Certificates	Carla provided response to Ken DeLong on 12/5/11. Completed.	Less than 20 minutes

PUBLIC RECORDS ACT REQUESTS -TRACKING LOG 2011

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN	APPROX. STAFF COSTS INCURRED
8/9/2011	8/9/2011	City of Sun Valley	Possible PRA for Cable Franchise Agmt	Carla responded to requestor with page count and amount owed..to date no response	
8/10/2011	8/10/2011	Dina Gorneshteyn	PRA for water rates/water sold/number of family accounts	Directed requestor to CA Water Co. Completed.	
8/11/2011	8/11/2011	Lenee Bilski	PRA Request for letter sent from Tom Long to NPS's David Sieganthaler or any other NPS official.	8/15/11 - Carla responded to requestor with page count and amount owed via email. 8/16/11 requestor paid and picked up copies. Completed.	
8/11/2011	8/20/2011	Center for Contract Compliance	PRA San Ramon Canyon Storm Sewer Relocation	Completed by Andy on 8/31/11.	
8/15/2011	8/15/2011	Sharon Yarber	PRA Request for dates and times discussions occurred re: an email which the topic was "General Plan analysis update: Foundation attorneys to discuss general plan issues with City Attorney". Also to provide all notes, memoranda, emails or other writings in whatever format they may be in, which reflect the content of those discussions.	Completed	
8/19/2011	8/19/2011	Valerie Blitz	PRA request for correspondence regarding Annenberg; NPS; OGALS	10/3/11 Ms. Blitz picked up and paid for cds. She will also come in after October 17th on a yet to be determined date to review late correspondence. Gena Stinnett sent letter to Ms. Blitz with following production schedule: 5th production 10/20/11; 6th production 11/23/11; 7th production 12/22/11; and 8th production 1/26/12.	

PUBLIC RECORDS ACT REQUESTS -TRACKING LOG 2011

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN	APPROX. STAFF COSTS INCURRED
6/15/2011	6/15/2011	Jiyun Cho for AP Wireless Infrastructure	PRA Request for executed lease agreements between RPV and cellular carriers	6/23/11 contacted Ms. Cho she will be sending a remittal check for \$53.93 (copies of all leases and amendments as well as two pages from PW). Red'd check 7/25/11 \$53.93- mailed documents. Completed.	under an hour
6/10/2011	6/10/2011	Center for Contract Compliance	PRA request for certified payrolls for Hesse and Ryan Park Athletic Fields Improvement Project	Bindu coordinating payment with requestor- 6/27/11 received check for \$10.81. Completed.	one hour
7/4/2011	7/5/2011	Sharon Yarber	PRA request for documents provided to Tom Long in regards to his request for all communications between staff and Sharon Yarber	7/5/11 - Determination letter sent; Ms Yarber reviewed the documents on 7/7 and then completed her review on 7/22. Completed.	7/7/11 - Nathan sat with Ms. Yarber for 3 hours (2-5pm). Carla assisted as well. Nathan and Teri took turns and sat with her from 2pm-4pm while she reviewed these documents and the OGALSAnnenberg docs.
7/7/2011	7/7/2011	Sharon Yarber	PRA request to review Hatano file	Ms. Yarber reviewed this file while she was here reviewing the files produced for Tom Long on 7/7/11. Ms. Yarber selected items to be copied. Completed.	under an hour
7/8/2011	7/8/2011	Barry Hildebrand	PRA request - June 2011 Inspection Report of Ladera Linda Community Center	Emailed Mr. Hildebrand the website link to the requested report. Completed.	
7/29/2011	7/29/2011	Sharon Yarber	PRA request for correspondence regarding Annenberg; NPS; OGALS "Team Communications Blog" etc- extending timeline from March 30, 2011 - through 7/29/11.	8/8/11 Determination letter sent with the following production dates: 8/30/11; 9/22/11; 10/20/11. Ms. Yarber will continue the review of documents on 10/10/11 she was unable to come in on 9/29/11. Ms. Yarber rescheduled her review to 2pm on 10/12/11.	9/23/11 - Sat with Nathan and also sat at the reception desk for 1 hour and 15 mins (1:15-2:30) while she reviewed the 1st and 2nd productions.
8/1/2011	8/2/2011	Caleb Chen	PRA for solid waste and street sweeping contracts	8/4/11 Lauren has emailed Mr. Chen three times to inform of page count and amount due- but to date no response received.	
8/2/2011	8/2/2011	Ken DeLong	PRA copies of 460s and 470s filed for this period	8/4/11 Mr. DeLong picked up copies- 78pgs @ .10 cents=7.80. paid. Completed.	
8/3/2011	8/3/2011	Center for Contract Compliance	PRA for Information regarding America West Landscape Hesse and Ryan Park	8/3/11 Bindu has requested documents from contractors. 8/11/11 per Bindu completed.	
8/3/2011	8/4/2011	Katzman Trial Lawyers for Judy Willis	Request for Preservation of Evidence- reflector sign at La Rotonda Drive	PW staff is working with attorneys- photo w/image missing from attorney's initial request. 8/11/11 Carol Lynch responded via email to requestor.	

PUBLIC RECORDS ACT REQUESTS -TRACKING LOG 2011

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN	APPROX. STAFF COSTS INCURRED
5/4/2011	5/4/2011	Barry J. Hildebrand	PRA request to add PVPLC to Ladera Linda Community Center	5/10/11 14-Day extension letter sent. On 5/27/11 determination letter sent with following production dates: 7/7/2011;-8/4/11; 9/1/11. 6/10/11 Clarification letter sent. Mr. Hildebrand reviewed the first batch of documents on 7/8/11 and selected 14 pgs for copying. On July 11, 2011 contacted Mr. Hildebrand to clarify that the batch he reviewed was the only batch that will be produced- (city attorneys were able to review all documents no need for second batch). Completed.	7/8/11 Nathan sat with Mr. Hildebrand and Bob Mucha (sic) for one hour and 10 mins.
5/8/2011	5/11/2011	Michael Khosravifard	Informal Discovery Request for engineering and traffic survey	5/19/11 sent responsive documents- Completed.	two and half hours
5/16/2011	5/16/2011	Rollin Sturgeon	PRA Request for Ordinance Prop M missing page and Carl Warren inquiry	5/24/11 sent response letter and complete document for Prop M. Completed	under an hour
6/14/2011	6/14/2011	Kathy Nichols with HK&C	PRA Request for Terranea documents relating to financials/TOT/ etc	6/24/11 Sent 14 day letter to requestor - deadline to reply is July 8, 2011. 7/8/11 sent determination letter with production dates 30 days out once production of 2009 is reviewed. On 7/20/11 Ms. Nichols reviewed 2 bankers boxes and paid \$42.09 for copies. 8/23/11 Ms. Nichols requested to have the 3rd production mailed to her in full - \$72.02 with postage. Cost adjusted being overcharged \$0.69 from last production. Awaiting payment. On 9/15/11 emailed with Ms. Nichols that more documents are available- we await her response. 9/22/11 the 4th production was mailed out after receiving \$140.40 for cost of copies and postage. Next due date 10/14/11	Planning Staff provided two boxes that had previously been produced in 2009 but never reviewed.

PUBLIC RECORDS ACT REQUESTS -TRACKING LOG 2011

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN	APPROX. STAFF COSTS INCURRED
4/6/2011	4/6/2011	Lenée Bilski	Request to review Hatano Agreement File (Lower Nike Site Agricultural)	Reviewed file- purchased some copies - Completed.	Under an hour
4/7/2011	4/7/2011	Scott Nelson Access Advocates	PRA request for employee roster including name, position or job title, direct work telephone number, and work email.	On 4/15/11 PDFs of documents were sent to the requestor. Completed. .	under an hour
4/7/2011	4/7/2011	Lenée Bilski *	PRA request for all materials that accompanied the "draft" applications submitted to OGALS in connection with the Annenberg Project at Lower Point Vicente.	Ms. Bilski and *Ms. Yarber reviewed these documents and selected those desired. The each paid for copies respectively - Completed .	
4/4/2011	4/8/2011	Neopost Bob Buck	Request for copy original PO or vendor agreement for Pitney Bowes	Finance sent letter- we do not have a Pitney Bowes mail machine- completed	Under an hour
4/19/2011	4/19/2011	Ken DeLong	Request for PV on the Net Contract file	Mr. DeLong reviewed documents on 4/25. Copies provided for those selected. Completed	Under an hour
4/22/2011	4/22/2011	Elizabeth Nelson with David Lee Rice APLC	PRA Request for technology vendors/ Emer Prep Info/ Website Streaming costs incurred etc	PRA was retracted on the same date- no information provided to requestor.	
4/28/2011	4/28/2011	Karen Flaherty	PRA Request for speed zone survey for 29900 block of Hawthorne (Cross Street Crest)	5/4/11 Notified requestor of total cost (\$4.10) she will be sending check. Completed.	Under an hour
5/2/11(fax)	5/3/2011	Jeff Falbo (EdgePoint)	PRA Request for uncashed checks (older than six months)	5/12/11 14-Day extension letter sent. On 5/26/11 sent determination letter. 6/20/11 received check for 1.24 sent documents. Completed.	3 hours
5/2/2011	5/2/2011	Ken DeLong	PRA Request for PVNet Invoices for 2010	5/11/11 14-Day extension letter sent via email. 5/26/11 email sent stating production of documents due on 6/16/2011. On 6/16/11 Mr. DeLong reviewed documents - selected those he desired (total payment received \$48.07). Completed.	2 hours 2 mins
5/3/2011	4/29/2011	Thomas D. Long	Request for all email and written correspondence between Staff or City Council and Sharon Yarber	5/13/11 Extension letter sent. 7/6/11 received documents for production, informed Mr. Long, he paid via check on July 15, 2011. Completed.	
5/3/2011	5/3/2011	Barry J. Hildebrand	PRA request for any and all Ladera Linda Community Center writings	5/10/11 14-Day extension letter sent. On 5/27/11 determination letter sent with following production dates: 7/7/2011; 8/4/11; 9/1/11. 6/10/11 Clarification letter sent. On July 11, 2011 contacted Mr. Hildebrand to clarify that the batch he reviewed was the only batch. Completed.	7/8/11 Nathan sat with Mr. Hildebrand and Bob Mucha for one hour and 10 mins.

PUBLIC RECORDS ACT REQUESTS -TRACKING LOG 2011

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN	APPROX. STAFF COSTS INCURRED
3/4/2011	3/4/2011	Sharon Yarber	PRA request for Additional RWG invoices for months of January and February 2011. Deposit estimated by requestor at \$30.00.	3/4/11 requestor submitted deposit of \$100.00 for RWG invoices requests from PRA dated 3/3 and PRA dated 3/4/2011. Sent determination letter 3/14/10- with due date first batch 3/31/11. Sent email and letter 3/31 records available - Ms. Yarber responded would like to review records first. 4/6/11 Docs reviewed & produced those requested - Per discussion with City Clerk, any additional requests for RWG invoices will need to be resubmitted for clarity due to numerous modifications. Completed. Balance remaining \$18.81 out of 100.00 as of 7/22/11. ON 7/29/11 Ms. Yarber selected additional documents new balance remaining is \$15.82. Ms. Yarber had additional copies produced for various requests- which brought her remaining balance to 0.	
3/4/2011	3/4/2011	Sharon Yarber	PRA request for Councilmembers financial information regarding themselves and agencies for which they act as liasions.	see below	Under an hour
3/4/2011	3/4/2011	Sharon Yarber	PRA request for City Manager and City Attorney 700 Filing Forms	3/14/11 Ms. Yarber picked up the forms and paid cash \$3.80 - Completed	Under an hour
3/8/2011	3/8/2011	HF&H Consultants	PRA for proposal SCS Engineers for Source Reduction and Recycling Element Implementation Used Oil Block Grant Services	Received copy of proposal from Lauren, contacted Debbie (On 3/15/11) at HF&H she will send 6.90 then we will mail out to her.- Received check for 6.50 (#290). Completed.	
3/29/2011	3/29/2011	Sharon Yarber	PRA request for correspondence regarding Annenberg; NPS; OGALS "Team Communications Blog" etc	4/7/11 14-day extension letter sent. Determination letter sent 4/22/11. First production due June 23, 2011; 2nd production due July 21, third due Aug 18 2011. On 6/28/11 Ms. Yarber reviewed documents, selected those she desired. On 7/22/11 Ms. Yarber reviewed documents and selected those she desired. On 7/29/11 Ms. Yarber re-reviewed the 1st batch of these documents and selected a few pages to be copied.	On 6/28/11 Nathan sat with Ms. Yarber for 2 hours and 15 mins. On 7/22/11 Nathan and Teri spend 2 hours with Ms. Yarber from 2pm-4pm. ON 7/29/11 Ms. Yarber re-reviewed the first batch of documents from 1:55 pm-3:15 pm.

PUBLIC RECORDS ACT REQUESTS -TRACKING LOG 2011

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN	APPROX. STAFF COSTS INCURRED
2/21/2011	2/21/2011	Sharon Yarber	PRA Request-Emails and correspondence to and from each of the following persons wherein the subject matter includes the issue of Measure C: Carolyn Lehr, Sara Singer, Carol Lynch, Carla Morreale and any Council Member (clarification to request from 2/15/11)	3/03/11 14-day ext letter sent. 3/17/11 Sent determination letter that first production to occur 3/31/11; second production 4/14/11; third production 5/19/11. On 4/6/11 Ms. Yarber reviewed what was available and purchased those desired. 2nd production due 4/14. Contacted Ms. Yarber on 4/14 - she will review documents on 4/18/11. Third production due 5/19/11. Ms Yarber was to come in on 5/26 at 1pm to review- but she did not come in. Ms. Yarber came in on 5/31/11 - reviewed and selected documents she desired (paid by using part of balance remaining on file with us). Additional production dates added: 6/23; 7/21; and 8/18/11. 6/9/11 Subsequent letter sent to Ms. Yarber based on clarification of PRA. On 6/28/11 Ms. Yarber reviewed documents, selected those she desired.	On 5/31/11 Ms. Yarber spent 1 hr and 15 minutes reviewing the documents with staff member Nathan. On 6/28/11 Nathan sat with Ms. Yarber for 2 hours and 15 mins. On 7/29/11 Ms. Yarber spent 15 mins reviewing documents with Nathan. On 9/9/11 Ms. Yarber spent 1 hour and 15 mins
2/23/2011	2/23/2011	Sharon Yarber	Verbal Request: PRA Request for Councilman Campbell's written CC oral reports (no paperwork)	2/23/11 Provided requestor reports for 12/7/2010 & 1/18/2011. Completed.	Under an hour
2/23/2011	2/25/2011	Sharon Yarber	PRA Request for name of Federal Agency's whose funds were used on the McCarrell Canyon Cedro contract	3/1/11 14-day ext letter sent. 3/17/11 sent determinaton letter that no federal funds were used. Completed.	
3/3/2011	3/3/2011	Sharon Yarber	PRA request for RWG for invoices in first batch which will include June 1, 2010-October 31, 2010. Deposit estimated \$69.00.	3/3/2011 Emailed request for deposit. 3/4/11 received check # 5997 for \$100.00. Sent email and letter 3/31 records available - Ms. Yarber responded would like to review records first. On 4/6/11 Ms. Yarber reviewed documents and purchased those desired. Completed	

PUBLIC RECORDS ACT REQUESTS -TRACKING LOG 2011

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN	APPROX. STAFF COSTS INCURRED
2/14/2011	2/14/2011	Sharon Yarber	PRA Request for copies of all communications that all city staff, Council Members and City Attorney received with regards to Measure C	2/24/11 14-day Ext Letter sent. Sent email 3/31 records available - Ms. Yarber responded would like to review records first. On 4/6/11 Ms. Yarber reviewed the documents - selected those she desired. Second production due 4/14/11. Contacted Ms. Yarber on 4/14 - she will review documents on 4/18/11. 4/18/11 Purchased copies she desired. Third production due 5/19/11. Ms Yarber was to come in on 5/26 at 1pm to review- but she did not come in. Ms. Yarber came in on 5/31/11 - reviewed and selected documents she desired (paid by using part of balance remaining on file with us). Additional production dates added: 6/23; 7/21; and 8/18/11. 6/9/11 Subsequent letter sent to Ms. Yarber based on clarification of PRA. On 6/28/11 Ms.Yarber reviewed documents, selected those she desired. On 7/29/11 Ms. Yarber reviewed documents and selected those she desired.	On 5/31/11 Ms. Yarber spent 1 hr and 15 minutes reviewing the documents with staff member Nathan. On 6/28/11 Nathan sat with Ms. Yarber for 2 hours and 15 mins. On 7/29/11 Ms. Yarber spent 15 mins reviewing documents with Nathan. On 9/9/11 Ms. Yarber spent 1 hour and 15 mins
2/15/2011	2/15/2011	Sharon Yarber	PRA Request (sent to Carol, not a city PRA request) for "residents' or third parties' comments you received, directly or through staff and/or Council Members regarding the Charter City efforts"; and "cause your clients, the City Council Members and staff ... to forward all communications received from residents [n]or third parties with respect to the Charter City matter."	2/24/11 14-day Ext Letter sent. Sent email and letter 3/31. Ms. Yarber responded would like to review records first. On 4/6/11 Ms. Yarber reviewed the documents - selected those she desired. Second production due 4/14/11. Contacted Ms. Yarber on 4/14 - she will review documents on 4/18/11. Third production due 5/19/11. Ms Yarber was to come in on 5/26 at 1pm to review- but she did not come in. Ms. Yarber came in on 5/31/11 - reviewed and selected documents she desired (paid by using part of balance remaining on file with us). Additional production dates added: 6/23; 7/21; and 8/18/11. On 6/28/11 Ms.Yarber reviewed documents, selected those she desired.	On 5/31/11 Ms. Yarber spent 1 hr and 15 minutes reviewing the documents with staff member Nathan. On 6/28/11 Nathan sat with Ms. Yarber for 2 hours and 15 mins
2/21/2011	2/21/2011	Sharon Yarber	PRA Request - Invoices from RWG 2009 to present	3/03/11 Determination letter sent. Requestor will review a portion of redacted records and may revise request. Revised request see line dated 3/3/11.	

PUBLIC RECORDS ACT REQUESTS -TRACKING LOG 2011

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN	APPROX. STAFF COSTS INCURRED
1/10/2011	1/10/2011	Sharon Yarber	PRA Request for comments received by residents pertaining to proposed Charter; late correspondence from CC meetings through adoption of Charter language by CC	1/10/11 Partial documents produced. 1/19/11 emailed Determination Letter. Completed	
1/17/2011	1/17/2011	Tom Preston	PRA Request for electric bills relating to municipal roadway lighting	1/27/11 Emailed & Mailed Determination Letter. Still waiting to hear back from requestor (4/13/11) Documents in PRA pending file.	
1/19/2011	1/20/2011	Wei and Loretta Ho	PRA Request for Planning, Building, Code Enforcement information/documents re: the real property at 27046 Freeport Road, RPV	11/28/11 14-day Ext Letter sent. 2/14/11 Determination Letter and FAX sent. Received check on 3/28/11 - Completed	
1/21/2011	1/21/2011	Professional Finders	PRA Request for Stale-dated Check and non-refunded monies	1/31/11 14-day Ext Letter sent. 2/14/11 Determination Letter sent. As of 4/13/11 still waiting to hear back from requestor. Documents in PRA pending file.	
1/24/2011	1/24/2011	Benjamin R. Fuller	PRA Request for signal control type, timing charts, turning statistics, and AADTT.	1/24/11 Documents produced by PW. Completed.	
1/31/2011	2/1/2011	Tanya Sierra	PRA Redevelopment Agency	2/2/11 Completed by Email.	
2/3/2011	2/3/2011	Barbara Zuli	PRA Request for information on a donation to city made in January 2008	2/11/11 Determination letter sent with info redacted from check. Completed.	Under an hour
2/14/2011	2/14/2011	Sharon Yarber	PRA Request for Bid and other info re: McCarrell Canyon Project from 2009	2/23/11 Determination Letter for parts 1 and 2 of request sent. Contracts were provided but still waiting for prevailing wage info. Sent email 3/31 records available - Ms. Yarber responded would like to review records first. On 4/6/11 Ms. Yarber reviewed documents - selected those she desired (198 pages). Completed.	

Carolynn Petru

From: MyMy.Lu@cox.com
Sent: Tuesday, December 06, 2011 11:39 AM
Cc: Arthur.Yoon@cox.com; Lori.Zimmerman@cox.com
Subject: Cox Product and Services Update - Universal Sports - PV



Cox Communications is committed to providing our customers the best in entertainment and communication services. Please note the below change to your service area.

Cox Communications announces the following changes to our line up in our Orange County and Palos Verdes service areas. Effective on or about January 1, 2012: Cox will no longer carry 'Universal Sports', channel 805.

Sincerely,

Art Yoon
Director, Government Affairs
Cox Communications-California
949-546-2405 phone
art.yoon@cox.com

Sent on behalf of Art Yoon

MyMy Lu

COX

Public Affairs

5651 Copley Dr., San Diego, CA 92111

858.836.7315 office

619.534.1623 cell

www.cox.com

PLEASE NOTE NEW ADDRESS & PHONE NUMBER

12/6/2011



Dear FiOS TV Customer,

At Verizon we strive hard to provide the best experience for our customers by keeping you informed of programming and content-related changes that occur on our network.

We are sending this notification to let you know that on or after January 15, 2012, the Channel Lineup is going to be changed for all business customers subscribing to FiOS TV Premier for Business. If you no longer subscribe to the FiOS TV Premier for Business package, you can disregard this notice.

This programming change will not affect your monthly pricing for the FiOS TV Premier for Business package or affect any of your other FiOS TV subscription services.

The following channels will be added to your subscription:

Channel Name	Number	Channel Name	Number
Sino.TV Network	281	Spike HD	554
Fox College Sports Atlantic	300	ESPN Buzzer Beater HD	571
Fox College Sports Central	301	Fox Soccer Channel HD	584
Fox College Sports Pacific	302	Golf Channel HD	593
Golf Channel	304	bio: The Biography Channel HD	629
Fox Deportes	311	National Geographic Wild HD	632
Big Ten 1	330	Syfy HD	680
Big Ten 2	331	VH1 HD	717
Big Ten 3	332	CMT HD	721
Big Ten 4	333	Nickelodeon HD	752

The following channels will be removed from your subscription:

Channel Name	Number	Channel Name	Number
Gospel Music Channel	224	MyDestination.TV	674
Retirement Living	245	Recipe.TV	676
RFD.TV	247	Comedy.TV	695
ES.TV	558	Hallmark Movie Channel HD	739
Cars.TV	599	MGM HD	744
Pets.TV	633		

We thank you for being a FiOS TV customer and apologize in advance for any inconvenience this may cause.

To view your new Channel Lineup, please visit verizon.com/fiosvpremierchannels.

If you have any questions about your FiOS TV account, please feel free to contact us at 888.280.8037 and a customer service representative will assist you.

Sincerely,

Stephen Greene
Customer Relationship Marketing



Dear FiOS TV Customer,

At Verizon we strive hard to provide the best experience for our customers by keeping you informed of programming and content-related changes that occur on our network.

We are sending this notification to let you know that on or after January 15, 2012, the Channel Lineup is going to be changed for all business customers subscribing to FiOS TV Enhanced for Business. If you no longer subscribe to the FiOS TV Enhanced for Business package, you can disregard this notice.

Programming changes implemented as a result of this notification will not affect your monthly pricing for the FiOS TV Enhanced for Business package or affect any of your other FiOS TV subscription services.

The following channels will be added to your subscription:

Channel Name	Number	Channel Name	Number	Channel Name	Number
ESPN	70	ESPN2 HD	574	HSN HD	651
ESPNU	73	Speed Channel HD	583	Travel Channel HD	670
ESPN2	74	Versus HD	590	Syfy HD	680
Speed Channel	83	CNN HD	600	Bravo HD	685
Versus	90	CNBC HD	602	Comedy Central HD	690
Hallmark Movie Channel	239	MSNBC HD	603	ABC Family HD	699
RFD TV	247	FOX News HD	618	Fuse HD	716
Sino TV Network	281	The Weather Channel HD	619	VH1 HD	717
USA Network HD	550	Science Channel HD	622	CMT HD	721
TNT HD	551	History Channel HD	628	AMC HD	731
TBS HD	552	Animal Planet HD	630	Hallmark Movie Channel HD	739
FX HD	553	TLC HD	639	Nickelodeon HD	752
Spike HD	554	Lifetime HD	640	Disney Channel HD	780
ESPN HD	570	WE tv HD	649	Disney XD HD	781
ESPNU HD	573	QVC HD	650		

In addition to the above channels, FiOS TV Enhanced for Business customers that are currently not receiving Regional Sports Networks will start receiving them as a result of this change. The following Sports Networks are subject to Regional Availability: MASN, FSN, ROOT Sports, Comcast Sportsnet, NESN, YES, MSG, SportsNet New York, and Sun Sports. For a complete listing of all Verizon FiOS TV channels available in your area, visit verizon.com/bizfiostvchannels.



The following channels will be removed from your subscription:

Channel Name	Number	Channel Name	Number	Channel Name	Number
CNN International	105	Crime & Investigation Network	182	FUNimation	262
CNBC World	106	GSN [Game Show Network]	184	PBS Kids Sprout	263
BBC World News	107	Sleuth	186	TV One	271
ABC News Now	108	Ovation	188	Galavisión	274
Fox Business Network	117	BBC America	189	Mun2	275
Investigation Discovery	123	G4	191	SíTV	276
Pentagon Channel	124	FUEL TV	198	CCTV News	277
Military Channel	125	mtvU	212	Bridges TV	278
Military History Channel	126	MTV Jams	213	HITn	279
History International	127	MTV Hits	214	Halogen TV	287
Bio [The Biography Channel]	129	VH1 Soul	219	BYU Television	290
FiOS TV Information	131	CMT Pure Country	222	Three Angels Broadcasting	291
Lifetime Real Women	142	Great American Country	223	Smile of a Child	294
Style	160	BET Gospel	225	Universal HD	567
OWN: Oprah Winfrey Network	161	Fox Movie Channel	232	HD Net	569
Veria Television	162	Family Net	242	Investigation Discovery HD	623
Cooking Channel	166	You Too	243	HD Theater	631
DIY [Do It Yourself]	167	Nick 2	253	Wealth TV HD	669
Planet Green	168	Boomerang	258	Palladia HD	711
Wealth TV	169	The Hub	259	HD Net Movies	746

We thank you for being a FiOS TV customer and apologize in advance for any inconvenience this may cause.

To view your new Channel Lineup, please visit verizon.com/fiosvenhancedchannels.

If you have any questions about your FiOS TV account, please feel free to contact us 888.280.8037 and a customer service representative will assist you.

Sincerely,

Stephen Greene
Customer Relationship Marketing