

MEMORANDUM

TO: RANCHO PALOS VERDES CITY COUNCIL
FROM: DOUG WILLMORE, CITY MANAGER *NZ FOR DW*
DATE: NOVEMBER 30, 2016
SUBJECT: ADMINISTRATIVE REPORT NO. 16-47

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CITY MANAGER

- **Peninsula Regional Law Enforcement Crime Statistics:** Attached are pertinent excerpts from the statistics presented at the Peninsula Regional Law Enforcement Committee meeting held on November 10, 2016. The data is for the third quarter of 2016 (July through September) and includes Part 1 Crimes (violent), Part 2 Crimes (non-violent), traffic enforcement statistics, Sheriff's response time performance, and ambulance response time performance.
- **Update on Ladera Linda Fields:** On November 18th, the Department of Toxic Substances Control (DTSC) issued the attached Letter of Determination requiring additional investigation of the stockpiled soil area at the Ladera Linda/Portuguese Bend Fields site. Based on review of background information, DTSC determined that additional investigation is required to determine whether a release or threatened release of a hazardous substance exists at the site that poses a threat to public health or the environment. DTSC instructed the Palos Verdes Peninsula Unified School District (PVPUSD) and the Palos Verdes American Youth Soccer Organization (AYSO) to submit a Preliminary Endangerment Assessment (PEA) Work Plan to DTSC by December 30th. The DTSC letter of determination and number of related documents have been posted on the DTSC website at the following link:

http://www.envirostor.dtsc.ca.gov/public/profile_report.asp?global_id=60002419

- **Draft Municipal Service Reviews for Recreation & Parks Districts:** The Los Angeles County Local Agency Formation Commission (LAFCO) performs periodic municipal service reviews (MSRs) of cities and special districts in the County. There are two (2) recreation and parks districts in the City—Miraleste and Ridgecrest Ranchos—and LAFCO has recently released its draft MSRs for these districts (see attached cover letter). LAFCO requests comments on the draft MSRs by January 9th, so Staff will be preparing draft comments for the City Council's review and consideration at its meeting on December 20th.

Attachments:

- Peninsula Regional Law Enforcement Crime Statistics – Page 29
- DTSC Letter of Determination – Page 37
- LAFCO Draft MSR cover letter – Page 42

FINANCE

- **Annual Generally Accepted Accounting Principles (GAAP) Update presentation:** Some Finance staff will take part in a 4-hour online presentation this coming Thursday, December 1, that will go over recent and future financial reporting and accounting research applications for state and local governments. Some of the specific topics that will be covered include: additional guidance on pensions and other postemployment benefits (OPEB), fiduciary funds, and a new standard for money-market type investment pools. Finance will apply this new guidance and standards as required to future Comprehensive Annual Financial Reports (CAFR) and other financial documents.

PUBLIC WORKS

- Maintenance: Personnel replaced two “Welcome to RPV” signs, one on Western which was destroyed in an auto accident and one on Hawthorne.



Received a report of a grinder pump alarm at 30 Narcissa on Friday, November 25th. Multi-W was dispatched Saturday morning to repair the pump.

The initial wet season storm drain cleaning cycle was completed. Storm drains are cleared monthly during the wet season.

- Automatic License Plate Readers: The four Automatic License Plate Reader (ALPR) cameras were installed and activated on Palos Verdes Drive West at the Northern border of the City. (See attached) The two ALPR cameras on Miraleste Drive have been calibrated and are now fully operational.



- Multi-Family Organics Recycling Outreach: On November 17th, staff sent out informational letters and a questionnaire to several multi-family (MF) complexes in the City informing them of the Mandatory Organics Recycling (AB 1826) requirements for MF complexes.

- Lexus Lace-Up PV ½ Marathon, 10K and 5K Wrap-up: On November 19th approximately 1,290 participated in the event. PW staff was on hand to monitor the traffic control plan and any last minute maintenance needs. Staff has received no complaints about the event.
- Los Angeles Regional Agency (LARA) Quarterly Meeting: Staff is hosting the 4th quarter 2016 meeting of LARA at PVIC on Thursday. LARA is an 18-city regional agency for implementation of AB 939, solid waste reduction and recycling programs. RPV has been a charter member and active in LARA since its inception over a decade ago.
- Special Event Permit: Staff has received an incomplete application for a free speech event at Founders Park on December 10th. Staff is asking the applicant for additional information.
- Storm Drain Deficiency Improvement Program FY 16-17: The design phase has begun for the first year of the 10-year program outlined in the Master Plan of Drainage (MPD). The design phase will be used for confirmation of the analysis in the MPD and to prepare construction documents. Staff has been sharing maps and data with the consultant and has requested an update to the preliminary project schedule. The first design submittal (30%) is anticipated before end of year.
- Altamira Canyon Culvert Project: The design will include modifications to the Palos Verdes Drive South drainage culvert to effectively eliminate unauthorized access into the City culvert and provide for a maintainable drainage facility. Survey crews have collected data for analysis. First design submittal (30%) is scheduled for 12/19/16.
- Residential Street Rehabilitation Project for Area 7: The design will include roadway rehabilitation for Area 7 based on the Pavement Management Program suggestions. Staff has been using GIS innovation to streamline field data collection. A test run will be performed this week before official data collection starts in the beginning of December.
- ADA Access Improvements – Bus Stop Adjacent to City Hall/Civic Center Complex: This project includes upgrading an existing bus stop and connecting the ADA compliant bus stop to City Hall with an ADA compliant concrete trail within the grassy area at Upper Point Vicente Park/City Hall. Staff currently sent out a request for proposal for design services and will begin reviewing proposals when they arrive on Wednesday December 21, 2016.
- PVIC Sunset Room Acoustical Improvements: This project consists of upgrading the Sunset Room with sound dampening improvements to reduce echoing. This project is currently in the design phase. We are at 60% design and Staff had an acoustical engineer review the proposed design. With only minor adjustments, we will have a successful plan to reduce echoing in the Sunset Room. Construction is anticipated to be in September 2017.

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- Portuguese Bend Landslide Dewatering Well Project: This project consists of drilling dewatering wells at various locations within the Portuguese Bend Landslide. We completed drilling at Well Site #3 near the North side of Ishibashi Farm Trail and are measuring a flow of 30 gallons per minute. This is a successful well site and will be fully developed for dewatering. Trail closure signs will be posted at Ishibashi Farm Trail as work moves forward to remaining sites.
- SCE Underground Work in the Miraleste Hills Neighborhood: Doty Bros. Construction Company, SCE's contractor, has started installing conduit along various roads within the Miraleste Hills Neighborhood (Crownview Dr., Knoll View Dr., Highpoint Rd., and Grandpoint Ln.). It is anticipated that this project will be completed over a four month period. For more information, please contact Doty Bros. at (818)288-4928. We appreciate your patience and cooperation.
- Hawthorne Blvd. Signal Synchronization Project: Pro-Tech Engineering continues boring and placing conduit along Hawthorne Blvd. from Rhone Drive to Crest Road. Approximately 12,400 linear feet of conduit has been placed up to this date on Hawthorne Blvd. from Palos Verdes Drive West to Rhone Drive.



COMMUNITY DEVELOPMENT

- PV Half Marathon Follow-up: The 2016 Lexus Lace-Up Palos Verdes Half-Marathon, 10K and 5K occurred on Saturday, November 19th with 1,290. Shuttles brought runners from the parking lot at City Hall to the event, and parking was also available at the Palos Verdes Interpretive Center and the Salvation Army property. Staff is pleased to report that no major complaints were received from the public regarding this year's event.
- Sol y Mar Update – Building Permit Final on Building Nos. 1 and 17: The Developer recently requested a final inspection for Building Nos. 1 and 17 of the Sol y Mar development. The City Council may recall from the October 12, 2016 Administrative Report that Staff verified that the pli-deck finish on the roof of Building No. 17 matched the color swatch agreed upon by concerned neighbors and approved by the Director. After conducting a field inspection, Staff determined that Building Nos. 1 and 17 comply with the Council-adopted conditions of approval, and signed off on both buildings on

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November 21, 2016. To date, Building Nos. 1, 8, 9, 12, 13, 17, 18 and the Community building have been finalized. A total of eleven (11) building remain under construction.

- Marymount Neighborhood Advisory Committee: Pursuant to Condition No. 138, a Neighborhood Advisory Committee (NAC) comprised of members from the surrounding five homeowners associations and two at-large representatives who live within 3,000 feet of the campus meet once during the fall term and once during the spring term, to review any campus operational and neighborhood concerns. The Fall 2016 NAC meeting is scheduled for this evening (Wednesday, November 30th). Attached is the agenda for tonight's meeting (see attachment). Staff will provide the Council with a summary report in next week's Administrative Report.
- View Restoration Permit No. 203 Update: On November 2, 2016, City Staff reported that a tree owner failed to trim view-impairing trees as part of the routine, semi-annual tree trimming obligation. It was also reported that the view-related enforcement process was initiated in order to bring the foliage in compliance with the conditions of approval. Not long after receiving the City's notice of non-compliance, the tree owner communicated to Staff that the trees would be trimmed accordingly in order to preserve the neighbor's (Mrs. Ginette Aelony) view. Last week, Staff visited the Aelony property to determine whether tree trimming maintenance had been performed. During that visit, Staff verified that the required trimming had indeed been performed and as such, the semi-annual trimming requirement has been complied with.
- LAX Roundtable: Recently, Staff received complaints about turbo propeller airplane ("turboprop") noise in the early mornings between 5 a.m.-7 a.m. Turboprops carry cargo from the Los Angeles International Airport (LAX). The Federal Aviation Administration's (FAA) standard departure procedure for turboprops is eastbound over the Torrance/Palos Verdes Peninsula area. Between 2011 and 2014, the number of turboprops flying annually over the Palos Verdes Peninsula decreased by 27%. In 2015, the overflights decreased by another 41%, resulting in a 68% overall decrease since 2011. However, after a period of the lowest annual overflights, there has been an increase in overflights in the past six months—and related noise complaints – due to the operation of a new cargo carrier, Mokulele Airlines. Although LAX does not have jurisdiction over operator departure schedules and there is no operations curfew at LAX, City Staff will continue to attend the LAX Roundtable meetings and provide further updates on any opportunities for noise mitigation.
- Follow-up Planning Commission Meeting: See the attached follow-up agenda for the PC Adjourned Regular meeting held on Tuesday, November 29, 2016.

Attachments:

- Marymount Neighborhood Advisory Committee Meeting Agenda– Page 46
- PC Follow-up Agenda – Page 47

RECREATION & PARKS

- Volunteer Event at PVIC Native Plant Garden: Twenty-two volunteers, including students from Peninsula High, West High, CSU Dominguez Hills, and some Cub Scouts, spread 4 cubic yards of mulch (that's 54 bags!) and thinned and pruned the sunflowers before the rain began on Sunday, November 20th.



- Healthy RPV Program: A total of 11 people showed up for Open Gym at the Peninsula High School Gym last Sunday afternoon. This free program, run June through November, is offered in partnership with the Palos Verdes Peninsula School District.
- Hesse Park: The facilities are rented this week for eleven indoor recreation classes, four non-profit meetings, and two Peninsula Seniors activities.
- Ladera Linda Park: The facilities are rented this week for nine indoor recreation classes and two non-profit group meetings.
- PVIC and Docents: A nonprofit group rented the Sunset Room on November 22nd. On November 17th, 74 parents and children attended the monthly enrichment program, *Little Fish Tales by the Sea*, led by City staff.



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- Ryan Park: The facilities are rented this week for three outdoor recreation classes and one non-profit group meeting. An art class from Hesse Park will meet in the activity room on Saturday morning at Ryan Park.
- REACH Therapeutic Recreation Program: On Saturday, REACH will travel to the Souplantation in Torrance for lunch, followed by an afternoon of Bocce in San Pedro.

November 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		<p><i>1</i></p> <p>7:00 pm—City Council Meeting @ Hesse Park</p>	<p><i>2</i></p>	<p><i>3</i></p> <p>6:00 pm—Sheriff's Town Hall Meeting @ Hesse Park</p>	<p><i>4</i></p>	<p><i>5</i></p> <p>8:00 am—4:00 pm—Paddle Tennis Tournament @ Ladera Linda</p> <p>11:00 am—1:00 pm—Local Author Book Signing @ PVIC</p>
<p><i>9</i></p>	<p><i>7</i></p>	<p><i>8</i></p> <p>7:00 pm—Planning Commission Meeting @ Hesse Park—CANCELLED</p>	<p><i>9</i></p>	<p><i>10</i></p> <p>8:00 am—Regional Law Committee Meeting @ RH City Hall (Brooks/Dyda)</p> <p>6:00 pm—IMAC Meeting @ Hesse Park</p>	<p><i>11</i></p>	<p><i>12</i></p> <p>8:15 am—Hike With Councilman Campbell—Families Welcome Contact b.camp@cox.net for each month starting location</p>
<p><i>13</i></p>	<p><i>14</i></p> <p>7:00 pm—Traffic Safety Committee @ City Hall Community Room</p>	<p><i>15</i></p> <p>7:00 pm—City Council Meeting @ Hesse Park</p>	<p><i>16</i></p> <p>12:00 pm—Mayor's Lunch @ The Depot (Dyda)</p> <p>1:30 pm—Sanitation District Meeting (Dyda)</p>	<p><i>17</i></p> <p>7:00 pm—Emergency Preparedness Committee @ City Hall Community Room</p>	<p><i>18</i></p> <p>7:30 am—Mayor's Breakfast @ Marie Callender's (Dyda/Duhovic)</p>	<p><i>19</i></p> <p>7:00 am - Lexus Lace-Up, 1/2 Marathon, 5K and 10K</p>
<p><i>20</i></p> <p>10:00 am—12:00 pm—Native Plant Garden @ PVIC Volunteer Event</p>	<p><i>21</i></p>	<p><i>22</i></p> <p>7:00 pm—Planning Commission Meeting @ Hesse Park—CANCELLED</p>	<p><i>23</i></p>	<p><i>24</i></p> <p>Thanksgiving Holiday—City Hall Closed</p>	<p><i>25</i></p>	<p><i>26</i></p>
<p><i>27</i></p>	<p><i>28</i></p>	<p><i>29</i></p> <p>6:00 pm—Planning Commission Meeting @ Hesse Park—</p>	<p><i>30</i></p>			

December 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3 <i>RHE Holiday Parade</i>
4	5 <i>6:00 pm—City Holiday Party @ PVIC</i>	6 <i>7:00 pm—City Council Meeting @ Hesse Park</i>	7	8 <i>6:00 pm—IMAC Meeting @ Hesse Park</i>	9	10 <i>8:15 am—Hike With Councilman Campbell—Families Welcome Contact b.camp@cox.net for each month starting location</i> <i>9:00 am—10:30 am—Breakfast with Santa (@ Hesse Park)</i>
11	12 <i>4:00 pm—7:00 pm—City of Rolling Hills Holiday Open House @ Rolling Hills City Hall</i>	13 <i>7:00 pm—Planning Commission Meeting @ Hesse Park</i>	14 <i>12:00 pm—Mayor’s Lunch @ The Depot ()</i> <i>1:30 pm—Sanitation District Meeting ()</i>	15 <i>7:00 pm—Emergency Preparedness Committee @ City Hall Community Room</i>	16 <i>7:30 am—Mayor’s Breakfast @ Marie Callender’s ()</i>	17
18 <i>10:00 am—12:00 pm—Native Plant Garden @ PVIC Volunteer Event</i>	19	20 <i>7:00 pm—City Council Meeting @ Hesse Park</i>	21	22	23	24
25	26	27	28	29	30	31
	<i>Winter Holiday Break—City Hall Closed</i>					

January 2017

Sun	Mon	Tue	Wed	Thu	Fri	Sat
<p><i>1</i> New Years Day</p>	<p><i>2</i></p>	<p><i>3</i> 7:00 pm—City Council Meeting @ Hesse Park</p>	<p><i>4</i></p>	<p><i>5</i></p>	<p><i>6</i></p>	<p><i>7</i></p>
<p><i>8</i></p>	<p><i>9</i></p>	<p><i>10</i> 7:00 pm—Planning Commission Meeting @ Hesse Park</p>	<p><i>11</i></p>	<p><i>12</i> 6:00 pm—IMAC Meeting @ Hesse Park</p>	<p><i>13</i></p>	<p><i>14</i> 8:15 am—Hike With Councilman Campbell—Families Welcome Contact b.camp@cox.net for each month starting location</p>
<p>CCCA 50th Annual Sacramento Legislative Tour</p>						
<p><i>15</i></p>	<p><i>16</i></p>	<p><i>17</i> 7:00 pm—City Council Meeting @ Hesse Park</p>	<p><i>18</i> 12:00 pm—Mayor’s Lunch @ The Depot () 1:30 pm—Sanitation District Meeting ()</p>	<p><i>19</i> 7:00 pm—Emergency Preparedness Committee @ City Hall Community Room</p>	<p><i>20</i></p>	<p><i>21</i></p>
<p><i>22</i></p>	<p><i>23</i> 7:00 pm—Traffic Safety Committee @ City Hall Community Room</p>	<p><i>24</i> 7:00 pm—Planning Commission Meeting @ Hesse Park</p>	<p><i>25</i></p>	<p><i>26</i> 6:00 pm—IMAC Meeting @ Hesse Park</p>	<p><i>27</i> 7:30 am—Mayor’s Breakfast @ Marie Callender’s ()</p>	<p><i>28</i></p>
<p><i>29</i></p>	<p><i>30</i></p>	<p><i>31</i></p>				

TENTATIVE AGENDAS*

*This list is a tool used by the City to plan and coordinate Council agendas. As a working document, items on this list are subject to frequent changes.

Note: Time Estimates include 30 minutes for the first section of the agenda (Mayor's Announcements, etc. through the Consent Calendar) and 15 minutes for the last section (Future Agenda Items through Adjournment).

December 20, 2016 – (Time Est. – 3hr 50 mins)

Closed Session:

Study Session: (15 mins)

Mayor's Announcements:

City Manager Report:

Consent

Consider Report Participation in LA County Fire District

Public Hearings

Consider Prohibition/Code Updates Short Term Rentals (30 mins)

Regular Business

Consider Appointments to City Advisory Board (IMAC 10 mins)

Consider Adoption of Urgency Ord Re: 2nd Dwelling Unit (10 mins)

Consider Council Appts to Intergovernmental/Subcommittees (15 mins)

Consider Installation of Cameras at HOA Entrances (30 mins)

Consider Adoption of Administrative Fines for Short Term Rentals (30 mins)

Consider Prop 57 Update/Action Plan (30 mins)

Consider Municipal Services Review Ridgecrest Ranchos Rec & Park (15 mins)

January 3, 2017 – (Time Est. – 1 hr)

Closed Session:

Mayor's Announcements:

City Manager Report:

Consent

Public Hearings

Regular Business

January 17, 2017 – (Time Est. –2hrs 40 mins)

Closed Session:

6:00 P.M. Adjourned Regular Meeting City Advisory Board Interviews (FAC)

Study Session: (15 mins)

Mayor's Announcements:

City Manager Report:

Consent

Consider Award of Contract to LA Conservation Corps for At-Risk Youth
Consider Award of Construction for PVDS Bicycle Compatible Lane Imp Project
Consider Award of Contract for Sewer Manhole Rehabilitation
Consider Roadway Rehab Area 2 and Area 6 NOC
Consider Amd. MDG Agmt for CDBG Admin Svcs.
Consider Easement Agmt @29425 PVDE

Public Hearings

Consider Adoption Resolution Designated Areas Underground Utility District (10 mins)

Regular Business

Consider Adoption of Employer Employee Resolutions (EER) (15 mins)
Records Retention and Destruction Schedules (30 mins)
Consider Review of Comprehensive Noise Ord (30 mins)
Consider Zone Change Initiation 6600 Beachview Drive (10 mins)
Consider Appointments to City Advisory Board (FAC) (10 mins)

February 7, 2017 – (Time Est. – hrs 45 mins)

Closed Session:

6:00 P.M. Adjourned Regular Meeting City Advisory Board Interviews (TSC)

Mayor's Announcements:

City Manager Report:

Consent

Consider Award of Contractor for Fuel Modification by Grazing
Consider Action to Review/Discuss FY15-16 CAFR

Public Hearings

Regular Business

Consider Appointments to City Advisory Board (TSC) (10 mins)

February 21, 2017 – (Time Est. –3 hrs 10 mins)

Closed Session:

Study Session: (15 mins)

Mayor's Announcements:

City Manager Report:

Consent

Consider App. Deed Restrictions Meas. A Funded City Open Space Acquisitions

Public Hearings

Consider Los Serenos de Point Vicente Docents' Proposal (1 hr)

Regular Business

Consider Update of Personnel Rules (20 mins)

Consider Revised Easy Roll Off Insurance Requirements (10 mins)

Consider Update on “Bubbles” (20 mins)

Consider Action FY 15/16 Mid-Year Financial Report (20 mins)

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

November 17, 2015 – Social Media Policy (Brooks)

January 5, 2016 & February 2, 2016 – Review of Travel Policies & Expense Reimbursement (Campbell); Travel to Conferences on City Business with the City Manager to Report to Council after the Event (Campbell)

February 2, 2016 –Council's Use of the City Email Server (Brooks); Council's Use of Cell Phones Dedicated for City Business (Campbell)

February 16, 2016 - Future Agenda Items and Study Session Process (Dyda); Modification to the Study Session Procedure regarding Staff Driven Issues (Duhovic)

March 15, 2016 – Renaming Shoreline Park (Duhovic)

Future Agenda Items Agendized or Otherwise Being Addressed

June 30, 2015 – Skate Park (Campbell) [Staff is working with Skatepark PV proponents on a long-term plan]

July 19, 2016 - Report regarding Participation in LA County Fire District (Misetich) [Staff working on report for Council] [Agendized 12/20/16]

PVPtv Cox 35 / FIOS 39 Programming Schedule Guide							
Schedule - 12/04/16 - 12/10/16							
	Sunday 12/04	Monday 12/05	Tuesday 12/06	Wednesday 12/07	Thursday 12/08	Friday 12/09	Saturday 12/10
6:00 AM - 6:30 AM	PVPtv Community Calendar & Public Announcements	PVPtv Community Calendar & Public Announcements	PVPtv Community Calendar & Public Announcements	PVPtv Community Calendar & Public Announcements	PVPtv Community Calendar & Public Announcements	PVPtv Community Calendar & Public Announcements	PVPtv Community Calendar & Public Announcements
6:30 AM - 7:00 AM							
7:00 AM - 7:30 AM	The City of Rolling Hills Estates Holiday Parade 2015	The City of Rolling Hills Estates Holiday Parade 2015	The City of Rolling Hills Estates Holiday Parade 2015	The City of Rancho Palos Verdes City Council Meeting December 6th, 2016	The City of Rancho Palos Verdes City Council Meeting December 6th, 2016	The City of Rancho Palos Verdes City Council Meeting December 6th, 2016	The City of Rancho Palos Verdes City Council Meeting December 6th, 2016
7:30 AM - 8:00 AM							
8:00 AM - 8:30 AM							
8:30 AM - 9:00 AM							
9:00 AM - 9:30 AM							
9:30 AM - 10:00 AM							
10:00 AM - 10:30AM							
10:30 AM - 11:00AM							
11:00 AM - 11:30 AM	The City of Rolling Hills Estates Holiday Parade 2015	The City of Rolling Hills Estates Holiday Parade 2015	The City of Rolling Hills Estates Holiday Parade 2015	The City of Rolling Hills Estates Holiday Parade 2015	The City of Rolling Hills Estates Holiday Parade 2015	The City of Rolling Hills Estates Holiday Parade 2015	The City of Rolling Hills Estates Holiday Parade 2015
11:30 AM - 12:00PM							
12:00 PM - 12:30PM							
12:30 PM - 1:00PM							
1:00 PM - 1:30PM							
1:30 PM - 2:00PM							
2:00 PM - 2:30PM							
2:30 PM - 3:00PM							
3:00 PM - 3:30PM	RPV Public Safety Meeting Update, November 3rd 2016	Palos Verdes Library District Board of Trustees Meeting	RPV Public Safety Meeting Update, November 3rd 2016	RPV Public Safety Meeting Update, November 3rd 2016	RPV Public Safety Meeting Update, November 3rd 2016	RPV Public Safety Meeting Update, November 3rd 2016	RPV Public Safety Meeting Update, November 3rd 2016
3:30 PM - 4:00PM							
4:00 PM - 4:30PM							
4:30 PM - 5:00PM							
5:00 PM - 5:30PM	The City of Rolling Hills Estates Holiday Parade 2015		Educator of the Year 2016	The City of Rolling Hills Estates Holiday Parade 2015	The City of Rolling Hills Estates Holiday Parade 2015	The City of Rolling Hills Estates Holiday Parade 2015	The City of Rolling Hills Estates Holiday Parade 2015
5:30 PM - 6:00PM							
6:00 PM - 6:30PM		PVP Coordinating Council					
6:30 PM - 7:00PM							
7:00 PM - 7:30PM	The City of Rolling Hills Estates Holiday Parade 2015	The Palos Verdes Peninsula Unified School District (PVPUSD) Board of Education Meeting	LIVE - The City of Rancho Palos Verdes City Council Meeting December 6th, 2016	The City of Rolling Hills Estates Holiday Parade 2015		The City of Rolling Hills Estates Holiday Parade 2015	The City of Rancho Palos Verdes City Council Meeting December 6th, 2016
7:30 PM - 8:00PM							
8:00 PM - 8:30PM							
8:30 PM - 9:00PM							
9:00 PM - 9:30PM							
9:30 PM - 10:00PM							
10:00 PM - 10:30PM	RPV City Talk: RPV Mayor Ken Dyda October 2016	RPV City Talk: RPV Mayor Ken Dyda October 2016		RPV City Talk: RPV Mayor Ken Dyda October 2016	RPV City Talk: RPV Mayor Ken Dyda October 2016	RPV City Talk: RPV Mayor Ken Dyda October 2016	RPV City Talk: RPV Mayor Ken Dyda October 2016
10:30 PM - 11:00PM							
11:00 PM - 11:30PM	PVPtv Community Calendar & Public Announcements	PVPtv Community Calendar & Public Announcements		PVPtv Community Calendar & Public Announcements			
11:30 PM - 12:00 AM							
12:00 AM - 1:00 AM							
1:00 AM - 6:00 AM							

PUBLIC RECORDS ACT REQUESTS - TRACKING LOG 2016

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
12/28/2015	1/4/2016	Dan Dave Mantiza	PRA for 2015 Storm Drain Lining Project	1/5/16 PW Staff responded. Completed.
12/31/2015	1/4/2016	Holly Autry Blackstone Consulting LLC	PRA for 6600 Beachview Drive	1/6/16 CDDD Mihranian responded. Completed.
12/22/2015	1/4/2016	Murphy Austin	PRA for 28220 Highridge Road	1/7/16 Requestor and Senior Planner Mikhail clarified request. 2/2/16 received payment from requestor. Documents shipped out. Completed.
1/7/2016	1/7/2016	Nicole Hachett TNN Top Notch Networking	PRA for IT Vendor contract and addendums.	1/7/15 DCC Takaoka responded. Completed.
1/13/2016	1/13/2016	Greg Royston	PRA for mail/house service for Storm Drain User fee mailer.	1/15/16 Senior Admin Analyst Kaufman responded to requestor that he is awaiting invoice from vendor and will provide a copy as soon as available. 2/2/16 SAA Kaufman responded. Completed.
1/14/2016	1/14/2016	Bruno Dieseldorff	PRA for Notices of Parking Violations on Del Cerro Jan 1 2016	1/14/16 DCC Takaoka responded. Completed.
1/14/2016	1/14/2016	Nicole Adler The Bond Exchange & Insurance Agency	PRA for Performance and Pymt Bonds Sunnyside Ridge Trail Improvement Project	1/14/16 Senior Engineer Winje responded. Completed.
1/17/2016	1/17/2016	Jeff Calvagna	PRA for Encroachment permits various months.	1/17/16 PW staff compiled docs- sent on to requestor. Completed.
1/20/2016	1/20/2016	Terry Henry Insituform -Aegion Comp	PRA for Bid docs 2015 Storm Drain Lining Project	2/1/16 DCC Takaoka responded. Awaiting payment. 2/4/16 received payment. Completed.
1/20/2016	1/20/2016	Marisol B. Hernandez SOCALCCC	PRA for docs re: Hawthorne Blvd ROW Beautification Phase I	1/25/16 Assistant Engineer Flannigan responded. Completed.
1/28/2016	1/28/2016	Priscella Vega c/o Daily Breeze	PRA for copies of recently filed Green Hills Claims	2/1/16 DCC Takaoka responded. Completed.
1/27/2016	1/28/2016	Diane Smith	PRA for list of sign in attendees at LACountywide Parks Needs Assessment	1/28/16 SAA Waters responded. 2/16/16 requestor came in to review documents and receive copies. Completed.
2/2/2016	2/2/2016	Southwest Pipeline & Trenchless Corp c/ Rob Bolger	PRA for Bid docs 2015 Storm Drain Lining Project	2/3/16 DCC Takaoka responded. 2/4/16 Requestor paid for and picked up documents. Completed.
2/4/2016	2/4/2016	Sharon Yarber	PRA for all electronic communications between the city and LA County re: Countywide Parks Needs Assessment	2/15/16 CC Morreale sent determination letter. 2/17/16 DCC Takaoka responded. Completed.
2/5/2016	2/5/2016	Megan Barnes	PRA for copies of recently filed Green Hills Claims	2/12/16 DCC Takaoka responded. Completed.
2/6/2016	2/8/2016	Sharon Yarber	PRA for revenue income from telecommunications companies	2/12/16 DD Jules responded. Completed.

PUBLIC RECORDS ACT REQUESTS - TRACKING LOG 2016

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
2/8/2016	2/9/2016	Jeff Calvagna	PRA for Applications from Crown Castle, NG West, ATT for wireless telecommunication facility	2/11/16 DCC Takaoka responded. Completed.
2/9/2016	2/9/2016	Ariane Nelson Open Records Data Retrieval	PRA for residential and commercial building and sub/trade permits from 1990 to present or as far back as electronically available	2/18/16 DCC Takaoka left message and emailed response to requestor. Awaiting deposit. 2/19/16 DCC send additional response. 2/23/16 DCC Takaoka sent response. 2/24/16 DCC Takaoka send additional response. Completed.
2/9/2016	2/9/2016	Marisol B. Hernandez SOCALCCC	PRA for Grayslake Road Drainage Improvements	2/10/16 Asst Engineer Flannigan responded. Completed.
2/9/2016	2/9/2016	Marisol B. Hernandez SOCALCCC	PRA for PVDW ADA Access Sidewalk Improvements	2/10/16 Asst Engineer Flannigan responded. Completed.
2/10/2016	2/10/2016	Marisol B. Hernandez SOCALCCC	PRA for 2015 Storm Drain Lining Project	2/11/16 Senior Engineer Winje responded. Completed.
2/12/2016	2/12/2016	Aaron Pearl Organizer AFSCME District Council 36	PRA for Employee Relations Ordinance	2/12/16 CC Morreale responded. Completed.
2/12/2016	2/12/2016	Sharon Yarber	PRA for Indemnity Agreement between City and Green Hills and copy of Interim CDD Rodrigue resume	2/12/16 CC Morreale responded. Completed.
2/15/2016	2/15/2016	D. Woolley & Associates	PRA for Anderson Penna Partners Inc / Kelsurveys FY 13-14 Residential Streets Rehab Project Area 9	2/19/16 DCC responded. Completed.
2/19/2016	2/19/2016	Jarel Wheaton	PRA for Input to Countywide Parks Needs Assessment	2/25/16 Sr. Admin Analyst Waters sent response. Completed.
2/22/2016	2/22/2016	Ashley Hulett	PRA for 27023 Shorewood and surrounding properties documents	2/29/16 Ms. Hulett came in to review documents today. She will return at a later time to continue her review. 3/1/16 Ms. Hulett left a message for CDD staff and she is satisfied with what she reviewed. Completed.
2/25/2016	2/25/2016	Marisol B. Hernandez SOCALCCC	PRA for Hawthorne Blvd ROW Beautification	2/26/16 Asst Engineer Flannigan responded. Completed.
2/26/2016	2/29/2016	Brad Austin	PRA for unrefunded/uncashed checks	3/3/16 DCC Takaoka responded. Completed.
2/29/2016	3/1/2016	Nadine Weeden Smart Procure	PRA for POs; line item details etc	3/3/16 DCC Takaoka responded. Completed.
3/1/2016	3/1/2016	Noel Weiss	Pra during CC Mtg of 3/1/16 for Green Hills Certificate of Acceptance of Project Conditions of Approval	3/7/16 Senior Planner Kim responded. Completed.

PUBLIC RECORDS ACT REQUESTS - TRACKING LOG 2016

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
3/2/2016	3/2/2016	Indika Jayaratna c/o United Construction Landscape Inc	PRA for Hawthorne Blvd ROW Beautification Project Lowest Bidder's Proposal (STL Landscape)	3/3/16 DCC Takaoka responded. Completed. 3/4/16 Mr. Jayaratna came in for additional documents, Staff Asst. Mitchell assisted him and DCC Takaoka provided contact information for Director Throne and Deputy Director Jules. Completed.
3/7/2016	3/7/2016	Loren J. Bialik c/o Masel Equities National Associates	PRA for Unclaimed or outstanding checks and unclaimed municipal bonds	3/8/16 DCC responded. Completed.
3/22/2016	3/22/2016	Jeff McNeil c/o AEI Consultants	PRA for building permits/ property deeds/ building code or zoning violations etc for 6507 and 6510 Ocean Crest Drive	3/29/16 requestor visited CDD; reviewed and copied information he sought. Completed.
3/24/2016	3/24/2016	Jacqueline Sessa c/o Onvica Exchange	PRA for Contract Award information for Federal Aid Highway Safety Improvement Program	3/28/16 Deputy Director Jules responded. Completed.
3/24/2016	3/24/2016	Mercedes Byrum (Zoning-Info)	PRA for variances/zoning cases etc for 6507-6510 Ocean Crest Drive (Vista Catalina Apartments)	3/25/16 City Clerk Morreale requested deposit - awaiting response and/or payment. 4/1/16 received deposit. 4/7/16 CC Morreale notified requestor of need for additional monies. 4/18/16 Additional monies received, requestor will send someone to pick up. 5/10/16 Sent email reminder and left voicemail to requestor that documents are still available but no one has repoded. 5/16/16 DCC Takaoka left voicemail asking requestor to pick up documents or arrange payment of postage. Awaiting response.
3/24/2016	3/24/2016	Mercedes Byrum (Zoning-Info)	PRA for variances/zoning cases etc for 6507-6510 Ocean Crest Drive (Ocean Crest Drive Parcels)	3/25/16 City Clerk Morreale requested deposit - awaiting response and/or payment. 4/1/16 received deposit. 4/18/16 rec'd remaining balance. Documents are ready for pick up. See notation above.
3/24/2016	3/24/2016	Nicole Adler c/o Bond Exchange	PRA for Copies of Bid Bonds & Bid Results Portuguese Bend Landslide DeWatering Wells	3/25/16 Staff member Zwiezig responded. Completed.
3/29/2016	3/29/2016	Michelle Allen c/o Engle Martin & Assoc.	PRA for documents relating to accident 10/18/14 All American Asphalt	4/8/16 CC Morreale responded. Completed.
4/7/2016	4/7/2016	Sharon Loveys	PRA for Green Hills investigation costs	4/14/16 CC Morreale responded. Completed.
4/8/2016	4/8/2016	William Garrett	PRA for parking restriction information Seacrest and Oceanaire	4/14/16 DCC Takaoka provided response. Completed.

PUBLIC RECORDS ACT REQUESTS - TRACKING LOG 2016

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
4/9/2016	4/9/2016	Sharon Yarber	PRA for Green Hills agreement and D Cullen resume/CV	4/11/16 CC Morreale responded re: agreement inquiry. 4/20/16 CC Morreale provided resume. Completed.
4/15/2016	4/15/2016	Hossein Shahbazian	PRA for all denied planning applications	4/18/16 Senior Planner Kim contacted requestor. Completed.
4/19/2016	4/19/2016	North American Procurement Council	PRA for list of planholders (bidders) for the Annual Sidewalk Repair Program FY 16/17	4/19/2016 Admin Asst Mitchell responded. Completed.
4/13/2016	4/13/2016	Don Iwuchuku	PRA for address file; permit file; and email re: 30032 Avenida Classica-addt'l docs requested wih subpoena	4/20/16 DCC Takaoka provided documents. Completed.
4/20/2016	4/20/2016	Noel Weiss	PRA for Green Hills documents/agreement/ emails etc	4/28/16 Mr. Weiss began review of documents.4/28/16 CA Burrows sent correspondence , Mr. Weiss subsequently narrowed scope of email search. Staff will re-do the email search and make those documents available. 5/4/16 Senior Planner Kim notified requestor copies of documents initially requested are available.
4/27/2016	4/27/2016	Jeff Lewis	PRA for Loveys Summons/Petition	4/27/16 CC Morreale responded. Completed.
4/28/2016	4/28/2016	North American Procurement Council	PRA for bid tabulation Annual Sidewalk Rpr Pgm FY 16/17	5/2/16 Amin Asst Mitchell responded. Completed.
4/30/2016	5/2/2016	Noel Weiss	PRA for Building Plans; permits etc related to construction of Memorial Terrace Mausoleum	5/2/16 Senior Planner Kim notified the requestor documents are available for his review. He will schedule an appt with her.
5/2/2016	5/2/2016	Daniel Honchariw Transparent California	PRA for Employee Compensation Report	5/3/16 Acctg Supervisor Ramos responded to requestor. Completed.
5/3/2016	5/3/2016	Jeffrey Gottlieb	PRA for Settlement documents in lawsuit between Donald Trump; Trump National Golf Club and City of RPV	5/3/16 CC Morreale responded to requestor. Completed.
5/4/2016	5/4/2016	Darin C. Koblick	PRA for Speed Zone Survey	5/4/16 DD Jules responded. Completed.
5/9/2016	5/9/2016	Jason Kandel	PRA for documents relating to Lunada Bay Boys PVE Lawsuit	5/9/16 CC Morreale responded request is for City of Palos Verdes Estates. Completed.
5/15/2016	5/16/2016	Jeff Calvagna	PRA for New Wireless Facility application	5/16/16 Principal Engineer Eder responded. Completed.
5/18/2016	5/18/2016	Megan Gomez	PRA for View Preservation Permit 2008-00005	5/19/16 DCC responded to requestor - (via email and phone msg) awaiting response. 5/20/16 Request was withdrawn. Completed.
5/18/2016	5/18/2016	Scott Craig for Gail Temianka	PRA for Building permits 5/1/05 - and newer for 6502 Via Baron	5/18/16 DCC Takaoka responded. Completed.

PUBLIC RECORDS ACT REQUESTS - TRACKING LOG 2016

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
5/18/2016	5/19/2016	Ankur Mohindra	PRA Any permitted home additions to 2141 Fairhill Dr	5/19/16 DCC Takaoka responded to requestor. Completed.
5/19/2016	5/19/2016	Barry Yudess	PRA for any and all emails from Brian Campbell to PVPUSD; Green Hills; and City Attorney (include all email addresses utilized by Mr. Campbell)	5/31/16 14 day ext letter sent. 6/14/16 Determination letter sent. 6/27/16 Revised determination letter sent: 1st production due 6/30, 2nd production due 7/19. ---- - pending response from MPT Campbell. 7/13/16 DCC Takaoka called Mr. Yudess and informed him that the second production was now available- she will leave both discs (production 1 and 2) with the cashier in CDD. 7/13/16 Joan Davidson picked up and paid for CDs. Completed.
5/20/2016	5/20/2016	Barry Hildebrand	PRA for any and all emails and correspondence from/between Brian Campbell to: PVPUSD; City Attorney re: PVPUSD; AYSO; Dan Beringer; Doug Willmore and LA County Sheriff re: Ladera Linda Upper Field and/or re: Ed HUmmel (include all email addresses utilized by Mr. Campbell)	5/31/16 14 day ext letter sent. 6/14/16 Determination letter sent. Completed production of City documents - pending response from MPT Campbell. 7/11/16 Requestor picked up and paid for disc.
5/20/2016	5/23/2016	Ellen Berkowitz (Gresham Savage Nolan & Tilden)	All communications from/to Brian Campbell re: Green Hills Memorial Park; All communications from/to David Tomblin RE: Green Hills Memorial Park	6/2/16 14 day ext letter sent. 6/16/16 Determination letter sent. 6/24/16 Requestor paid for and picked up documents produced by City. Requestor is aware that the City is awaiting MPT Campbell's response.
5/20/2016	5/23/2016	Cynthia Washicko Daily Breeze/Palos Verdes Peninsula News	PRA for emails and communications between staff or Council and any reps or employees of Green Hills Memorial Park. 5/23/16 Requestor narrowed scope to "Communication between the City Manager and Green Hills Memorial Park regarding Inspiration Slope, including the planning and building of that project, as well as the recent communication regarding Inspiration Slope"	6/2/16 14 day ext letter sent. 6/16/16 Determination letter sent. Awaiting payment/response. 6/28/16 Requestor picked up and paid for disc. Completed.
5/24/2016	5/24/2016	Kyung Lah CNN Correspondent	PRA for tax assessments for Trump National Golf Club	5/25/16 response provided to requestor. Completed.
5/27/2016	5/27/2016	Ed Pilolla PVNews	PRA for Brian Campbell's emails re: Capt. Beringer and soil at Ladera Linda Park	6/6/16 14 day ext letter sent. 6/14/16 DCC Takaoka sent response. Completed production of City documents - pending response from MPT Campbell.

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DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
5/31/2016	5/31/2016	The Dodge Data & Analytics Bidding Team	PRA re: Annual Sidewalk Repair Project dated 4/27/16 - who it was awarded to as well as start and completion dates.	5/31/16 DCC Takaoka responded. Completed.
5/26/2016	5/26/2016	Sharon Loveys	PRA for Lilley Planning Group report on Green Hills	5/31/16 CC Morreale responded. Completed.
5/31/2016	5/31/2016	Marisol B. Hernandez SOCALCCC	PRA for Hawthorne Blvd Signal Synchronization Project	5/31/16 Assistant Engineer Carrasco responded. Completed.
6/3/2016	6/3/2016	Ed Pilolla PVNews	PRA for Correspondence between Capt. Beringer and D. Willmore	6/13/16 14 day ext letter sent. 6/14/16 DCC Takaoka sent response. Completed production of City documents - pending response from MPT Campbell.
6/5/2016	6/5/2016	John Cotter -American Bridge	PRA Permits and Applications related to Trump National Golf Club	6/6/16 contacted requestor for clarification- as of now request is on hold til further notice.
6/7/2016	6/7/2016	Nadine Weeden Smart Procure	PRA for Purchase orders; Vendor ID info etc	6/10/16 DCC Takaoka responded. Completed. 6/24/16 Account Clerk Amundson provided addt'l info. Completed.
6/17/2016	6/17/2016	Cassidy Davidson, Esq. (Law Office of Seth Davidson)	PRA for repair and maintenance records for the portion of Crest Road (not the sidewalk, but the actual road) between Ganado and Avenida De Rosa, for the last five years	6/29/16 14 day ext letter sent. 7/11/16 Responsive documents sent to requestor. Completed.
6/20/2016	6/20/2016	Marisol B. Hernandez SOCALCCC	PRA for Cable Building ADA & Building Improvements	6/27/16 DCC Takaoka responded. Completed.
6/20/2016	6/20/2016	Marisol B. Hernandez SOCALCCC	PRA for 2015 Storm Drain Lining	6/22/16 Engineer Eder responded. Completed.
6/15/2016	6/21/2016	Law Office of Joseph K. Johnson PC	PRA Hawthorne Blvd Signal Synchronization Project	6/28/16 DCC Takaoka responded. Completed.
6/23/2016	6/27/2016	Irell & Manella LLP	PRA for Taxicab documents	7/5/16 DCC Takaoka responded. Completed.
7/1/2016	7/1/2016	Allison Etkin	PRA for documents relating to 32039 Sea Ridge Circle	7/11/16 DCC Takaoka responded. Awaiting pymt/response from requestor. 7/15/16 Received payment. Completed.
7/11/2016	7/11/2016	Marisol B. Hernandez SOCALCCC	PRA for Residential St. Rehab Phase 1 Area 2 Imp-AC Repair	7/12/16 DCC Takaoka responded. Completed.
7/11/2016	7/11/2016	Marisol B. Hernandez SOCALCCC	PRA for 2016-2017 Annual Sidewalk Repair	7/12/16 DCC Takaoka responded. Completed.
7/13/2016	7/13/2016	Ken DeLong	PRA for documents related to Residential Street Rehab	7/13/16 DCC Takaoka responded. Completed.
7/15/2016	7/15/2016	Jeff Butler	PRA for list of employee names and titles	7/20/16 DCC Takaoka responded. Completed.
7/15/2016	7/15/2016	Michelle Van Patten	PRA for Pizzo Masonry business license	7/19/16 CC Morreale responded. Completed.

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DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
7/21/2016	7/21/2016	Jeff Lewis (Jason R. Ebbens)	PRA for documents re: Elkmont Canyon	7/26/16 DCC Takaoka sent 14 day ext letter. 8/11/16 DCC Takaoka sent determination letter- awaiting direction from requestor and payment for first production. 8/12/16 Requestor paid for 1st production - provided direction regarding remaining production. 10/17/16 DCC Takaoka notified requestor final production available. Awaiting payment. 10/18/2016 Received Payment. Completed.
7/25/2016	7/25/2016	Partner Engineering and Science Inc Keri Winser	PRA for documents relating to Golden Cove Shopping Center	7/26/16 DCC Takaoka contacted requestor and provided Planner Silva's info- she will contact him to review docs. 8/34/16 requestor came in and reviewed documents- selected what she needed. Completed.
7/26/2016	7/26/2016	Sharon Yarber	PRA for letter Khakwani and Elkmont Canyon	7/26/16 DCC Takaoka sent response that determination for docs will be 8/15/16. 7/28/16 Director Mihranian provided some documents that were readily available. 8/11/16 DCC Takaoka sent response, 1st production is ready. 9/1/16 disc mailed of production no. 1. Received 1st production payment of \$6.00 for disk and postage. 10/17/16 DCC Takaoka notified requestor final production available. Awaiting payment.
8/2/2016	8/2/2016	Renan Zepeda	PRA for documents relating to 29050 S. Western Ave RPV	8/2/16 DCC Takaoka sent response to requestor. Completed.
8/8/2016	8/8/2016	Andrea Smerek	PRA for documents regarding RFP 2015-003 Planning, Code Enf.	8/11/16 DCC Takaoka sent determination letter via email to requestor. Completed.
8/9/2016	8/10/2016	Brad Austin	PRA for Unclaimed or outstanding checks and unclaimed municipal bonds	8/11/16 AAIL Cloke sent determination letter via email to requestor. Completed.
8/16/2016	8/16/2016	Ron Brandt	PRA for TSC mins for last twelve months	8/16/16 Deputy Director Jules responded. Completed.
8/17/2016	8/17/2016	Marisol B. Hernandez SOCALCCC	PRA for Portuguese Bend Landslide DeWatering Wells	8/18/16 Admin. Asst. Zweizig sent response to requestor. Completed.
8/17/2016	8/17/2016	Lizelle Gutierrez (Safe Clean Parks)	PRA for a list of park vendors used in the City for the past 6 years	9/1/16 Admin. Asst. Zweizig sent response to requestor. Completed.

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DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
8/18/2016	8/18/2016	Jennifer Taggart	PRA for copies of all communications between the City, including Gabriella Yap, Doug Willmore, and any resident concerning the Ladera Linda fields soil issue from December 2015 to present. (PRA #1)	8/29/16 CC Morreale sent determination letter. 9/12/16 DCC Takaoka sent final determination letter. Awaiting response/payment. 9/15/16 Requestor picked up and paid for disc. Completed. 9/20/16 Addt'l responsive docs forwarded and 9/27/16 notified requestor addt'l docs available. 9/28/16 Completed.
8/19/2016	8/19/2016	Lauren Dillon	PRA for utility billing Trump National	8/19/16 DCC Takaoka responded. Completed.
8/24/2016	8/24/2016	PublicAssets Ltd - Skip Rudolf	PRA for City leases of commercial real property paid to a non-governmental third party	8/25/2016 AAll Cloke responded. Completed.
8/29/2016	8/29/2016	Matt Pearce LA Times	PRA for golf taxes Trump National Golf Course	8/30/16 DCC Takaoka responded. Completed.
8/29/2016	8/29/2016	Jennifer Taggart	PRA for Communications between City Manager/Dep CM/ Council/ others re: Ladera Linda fields/soil/trucks etc. (PRA #2)	9/7/16 DCC Takaoka sent 14 day ext letter. 9/22/16 DCC send final determination letter. Docs available 9/27/16. DCC Takaoka notified requestor. 9/28/16 Payment received. Completed.
9/3/2016	9/6/2016	Richard Hopp	PRA for complaint in Measure M joint lawsuit w/cities	9/6/16 DCC Takaoka responded. Completed.
9/6/2016	9/6/2016	Desire Mys	PRA Clarification re: City Manager compensation	9/6/16 Finance Director Cullen responded. Completed.
9/8/2016	9/8/2016	Ken DeLong	PRA Willmore and Yap DTSC correspondence	9/15/16 DCC Takaoka sent response. Completed.
9/8/2016	9/8/2016	Sean Rakhshani	PRA Fire Dept Records re hazardous material spills, leaks, or releases	9/19/16 DCC Takaoka responded. Completed.
9/7/2016	9/12/2016	Lauren Dillon	PRA for all campaign financial reports filed by all local elected officials in RPV from 2002 to present.	9/14/16 DCC Takaoka responded. Awaiting pymt/response. 10/3/16 payment received. AAll Cloke mailed disk. Completed.
9/15/2016	9/15/2016	Jennifer Taggart	PRA for all communications between S Brooks; Ed Hummel etc. (PRA #3)	9/27/16 DCC notified requestor docs available. 9/28/16 Payment received. Completed.

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DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
9/22/2016	9/22/2016	Lisa Herzog	PRA for Contracts Invoices Certified Payroll Anderson Penna	10/3/16 AAll Cloke notified requestor responsive documents available. 14-day extension for certified payroll portion. 10/17/2016 AAll Cloke Addtl time needed requester notified by letter. 10/21/16 AA Zweizig emailed letters as requested to Herzog Office. 10/24/16 AAll Cloke sent email recapping AndersonPenna and the City's responses to request. 11/7/2016 payment received, documents mailed. Completed.
9/23/2016	9/23/2016	Geoffrey John Tolle Const	PRA inspection and correction notices 30929 Via Rivera	9/22/16 DCC Takaoka provided response. Completed.
9/23/2016	9/23/2016	Charles Kass	PRA for uncashed checks and stale warrants	10/3/16 Admin. Asst. Zweizig sent response to requestor. Completed.
9/26/2016	9/26/2016	Smart Procure	PRA for PO info / etc	9/27/16 DCC Takaoka responded. Completed.
9/27/2016	9/27/2016	Joan Davidson	PRA for campaign financial reports - copy of Dillon PRA	9/27/16 DCC Takaoka responded. Completed.
10/3/2016	10/3/2016	Caitlin Schenck	PRA for Southern California Edison Franchise Agreement	10/3/16 Admin. Asst. Zweizig sent response to requestor. Completed.
10/4/2016	10/4/2016	Niki Adsit	PRA for Golden Cove Shopping Center project documents	10/14/2016 AAll Cloke sent 14-day extension letter. 10/20/2016 AP Silva contacted requester to review request. 11/2/2016 Completed.
10/5/2016	10/5/2016	North American Procurement Council	PRA for ADA Access Imps Del Cerro/Burma Road Project Planholders (bidders)	10/5/16 Admin Asst Mitchell responded. Completed.
10/10/2016	10/10/2016	Center for Contract Compliance	PRA for Abundant Water Wells (Portuguese Bend Landslide Dewatering Wells)Certified Payroll and Benefit Statements	10/17/2016 Per Asst City Attorney Burrows, AAll Cloke requested copy of agreement designating CCC as a Joint Labor-Management Committee. 10/20/16 Admin. Asst. Zweizig sent 14-day extension letter. 11/3/2016 payroll records received from contractor; determination letter sent to requester.
10/10/2016	10/10/2016	Jason Leung	PRA for campaign finances from 2001-present	10/11/16 DCC Takaoka responded awaiting reply. Requestor stated than he is fine now- no need for docs.

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DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
10/11/2016	10/11/2016	Christina Parrinello	PRA for campaign finances from 2001-present	10/11/16 DCC Takaoka set appt for review of docs for Wed 10/19. Staff pulled all docs one day early-requestor reviewed all on 10/18- selected some copies and paid. She will let us know if she wants more - but for now completed.
10/12/2016	10/12/2016	Bill Crawford	Re: Edison Pole Replacement Procedure. Copy of Director Throne's communications to Mr. Francisco Martinez of SCE	10/12/2016 AAll Cloke responded. Completed.
10/12/2016	10/12/2016	Jonathan Kerry (Michael Monis - EBI Consulting)	Property condition report - Golden Cove Shopping Center	10/24/2016 AP Silva emailed requester records available for review. 10/24/2016 AAll Cloke notified requester of cost to mail copies. 10/25/2016 Requester responded that payment is forthcoming.11/7/16 Payment received. Completed.
10/14/2016	10/14/2016	Adam Bouman (Dodge Data & Analytics Bidding Team)	PRA for Cable Building ADA and Building Improvements Project Information	10/20/16 Admin. Asst. Zweig sent response to requestor. Completed.
10/17/2016	10/17/2016	Victoria R. (Kasa Construction)	PRA for Abalone Cove Shoreline Park Improvements Projects Notice of Completions.	10/17/16 Admin. Asst. Zweig sent response to requestor. Completed.
10/17/2016	10/17/2016	Center for Contract Compliance	PRA for Cable Building ADA and Building Improvements Project Information	10/20/16 Admin. Asst. Zweig sent response to requestor. Completed.
10/17/2016	10/17/2016	Kurt Oetiker	PRA for Trump Settlement Agmt	10/18/2016 DCC Takaoka notified requestor doc available. Payment received, completed.
10/18/2016	10/18/2016	Daina Solomon	PRA for Trump Settlement Agreement, Tax Assessments for Trump National Golf Club, and Tax Golf Club and City of RPV	10/20/16- Partial responses provided. ACC Takaoka provided remainder of items. Completed.
10/19/2016	10/19/2016	Tom Long	PRA for Trump Settlement Agmt	10/20/16 Completed.
10/20/2016	10/20/2016	Matt Pearce LA Times	PRA for Trump Settlement Agmt	10/20/16 Completed.
10/20/2016	10/20/2016	Matt Pearce LA Times	PRA for Docs as provided to Kyung Lah for Trump National	10/20/16 Completed.
10/20/2016	10/20/2016	Matt Pearce LA Times	PRA for docs as requested by L Dillon Utility Billing Trump Natl	10/20/16 Completed.
10/20/2016	10/20/2016	Matt Pearce LA Times	PRA for docs as requested by L Dillon campaign financial rpts	10/21/16 Requestor picked up and paid for information. Completed.
10/20/2016	10/20/2016	Center for Contract Compliance (Maria Aguirre)	PRA for Certified Payroll Records and Fringe Benefit Statements for the Hawthorne Boulevard Signal Synchronization Project	10/20/16 Associate Engineer Carrasco sent response to requestor. 10/28/16 Associate Engineer Carrasco sent additional response to requestor. Completed.

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DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
10/25/2016	10/25/2016	Matt Martin	PRA for Documents related to Green Hills	11/2/16 DCC Takaoka responded. Awaiting response/payment. 11/7/16 payment received. CDD staff procuring files. 11/14/16 Senior Planner Kim provided files. Completed.
10/25/2016	10/25/2016	Matt Martin	PRA for documents related to above grounds columbariums GH	11/2/16 Senior Planner Kim awaiting clarification from requestor. 11/6/16 Requestor clarified, Senior Planner Kim Working informed requestor of procedure to reach to architect for appropriate copyright release. Completed.
10/25/2016	10/25/2016	Center for Contract Compliance (Marisol Hernandez)	PRA for 2016-2017 Roadway Maintenance	10/31/16 Associate Engineer Carrasco sent response to requestor. Completed.
10/27/2016	10/27/2016	Cynthia Washicko Daily Breeze/Palos Verdes Peninsula News	PRA for Trump Settlement Agmt	10/27/16 DCC Takaoka responded. Completed.
11/2/2016	11/2/2016	Michael Lazar	PRA Uncashed checks	11/3/16 DCC Takaoka responded. Completed.
11/1/2016	11/1/2016	Noel Weiss	PRA for billing information Aleshire & Wynder Jan 1-present and communications to Green Hills seeking reimbursement	11/11/16 DCC Takaoka sent response letter. Completed.
11/7/2016	11/7/2016	Bill Crawford	PRA for SCE information	11/9/16 Asst Engineer Carrasco responded. Completed.
11/14/2016	11/14/2016	Center for Contract Compliance (Nick Santos)	PRA for Hawthorne Blvd. Sign Synchronization Project	11/23/16 Deputy Director Jules sent email response with attachments to CCC: Nick Santos. Completed.
11/17/2016	11/17/2016	Colleen Ucag Center for Contract Compliance	PRA for AB Cove Sewer Cleaning System Inspection	11/28/16 Asst Eng Carrasco responded. Completed.
11/18/2016	11/17/2016	Ken DeLong	PRA for copies of watering schedule for Hesse Park	11/21/16 DCC Takaoka left msg on requestor voicemail for clarification. 11/22/17 DCC Takaoka left msg @ 4:07PM seeking clarification. 11/23/16 Manager Larvenz spoke to requestor- addt'l info to follow 11/28. 11/28/16 provided requested documents. Completed.



2016 PART I - 3RD QUARTER COMPARISON

Rancho Palos Verdes

	2016	2015	2014	2013
Homicide	0	0	0	0
Rape	3	0	2	0
Robbery	1	1	1	2
Aggravated Assault	4	8	2	6
Burglary, Residence	26	52	39	35
Burglary, Other Structure	7	6	9	10
Vehicle Burglary	25	25	24	30
Theft from Vehicle	19	13	18	32
Other Larceny / Theft	33	27	27	32
Grand Theft Auto	7	8	8	13
Arson	0	0	0	0
TOTAL	125	140	130	160



PART II CRIME ACTIVITY COMPARISON

Rancho Palos Verdes 3RD Quarter

	2016	2015	2014	2013
Forgery	9	8	2	2
Fraud/ID Theft	31	34	38	46
Sex Offense, Felony	1	1	3	0
Sex Offense, Misdemeanor	2	1	1	1
Non-Aggravated Assault	5	10	5	5
Weapon Laws	2	1	0	0
Offenses Against Family	2	5	2	2
Liquor Laws	0	0	0	0
Drunk-Alcohol/Drugs	1	2	2	2
Disorderly Conduct	3	3	0	5
Vagrancy	0	0	0	0
Gambling	0	0	0	0
Drunk Driving-Vehicle/Boat	3	3	7	1
Vandalism (Non-graffiti)	15	17	23	12
Vandalism (Graffiti)	0	4	1	0
Receiving Stolen Property	1	0	0	0
Federal Offenses w/o money	0	1	0	0
Federal Offenses w/ money	3	1	2	3
Felonies, Misc	4	2	1	3
Misdemeanors, Misc	5	1	1	1
TOTAL CRIME	87	94	88	83
ARRESTS				
Part I	16	12	6	19
Part II	80	73	73	34
TOTAL ARRESTS	96	85	79	53
Burglaries	5	6	3	5
GTA's	2	0	0	0
Narco	18	8	8	6



RANCHO PALOS VERDES

Traffic Stats

	2014				2015				2016			
	July	Aug	Sept	Avg.	July	Aug	Sept	Avg.	July	Aug	Sept	Avg.
Total Collisions	9	16	14	13	18	11	18	16	22	21	6	16
Injury Collisions	3	10	3	5	5	5	6	5	10	11	2	8
Enforcement Index	87	25	65	59	48	42	33	41	10	7	55	24
Hazardous Cites	262	246	186	231	236	209	198	214	95	81	109	95
Non-Haz Cites	25	22	20	22	15	17	21	18	58	57	55	57
Parking Cites	21	8	33	21	56	59	58	58	261	135	52	149
DUI Arrests	2	2	5	3	3	1	0	1	5	1	1	2
DUI Collisions	0	0	2	1	1	0	0	0.3	2	1	0	1
Fatal Collisions	0	0	0	0	0	0	0	0	0	0	0	0

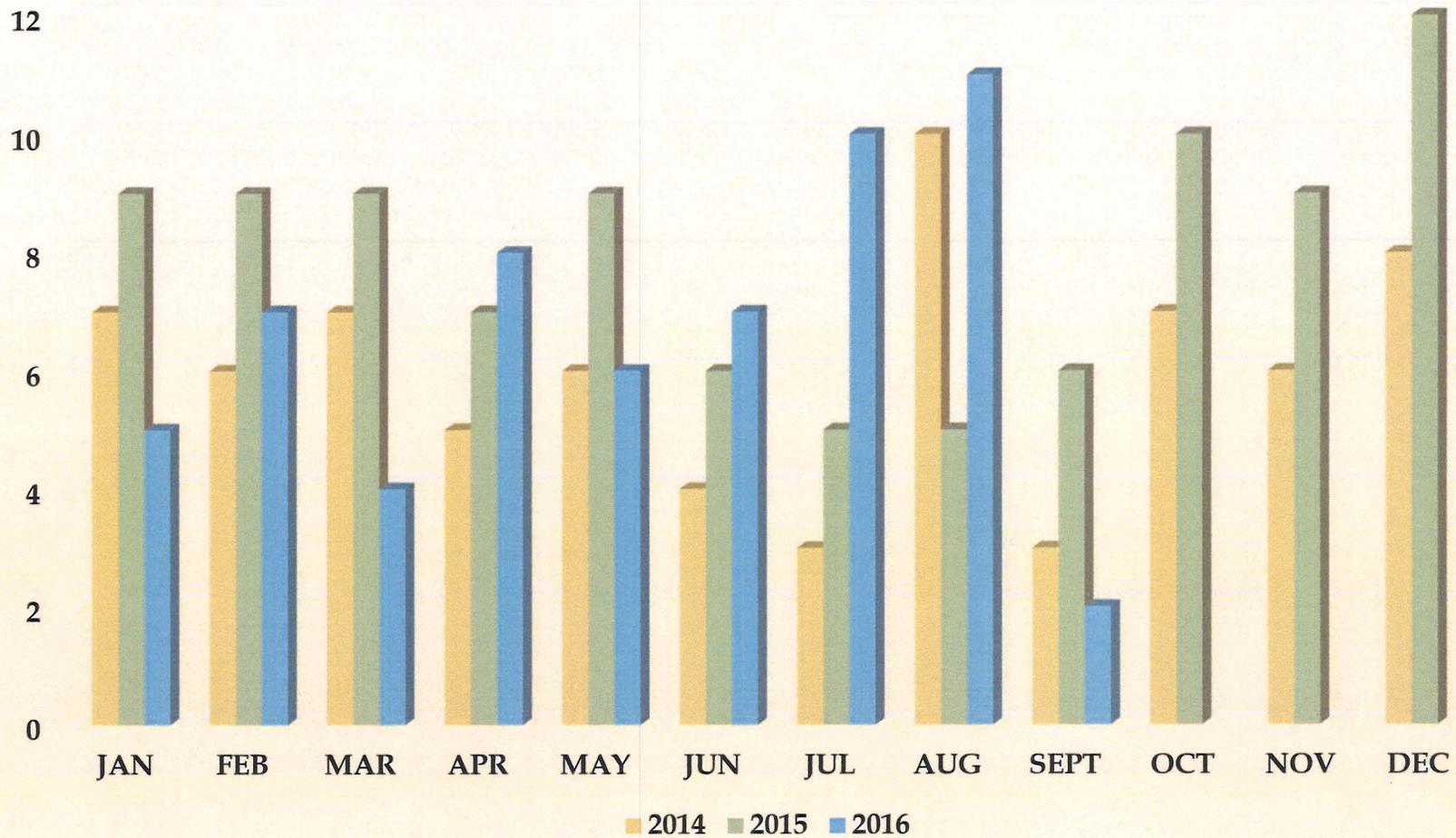
*Traffic Enforcement Index: Haz.Cites + DUI Arrests / Fatal + Injury Collisions (20:1)

3rd Quarter Comparison



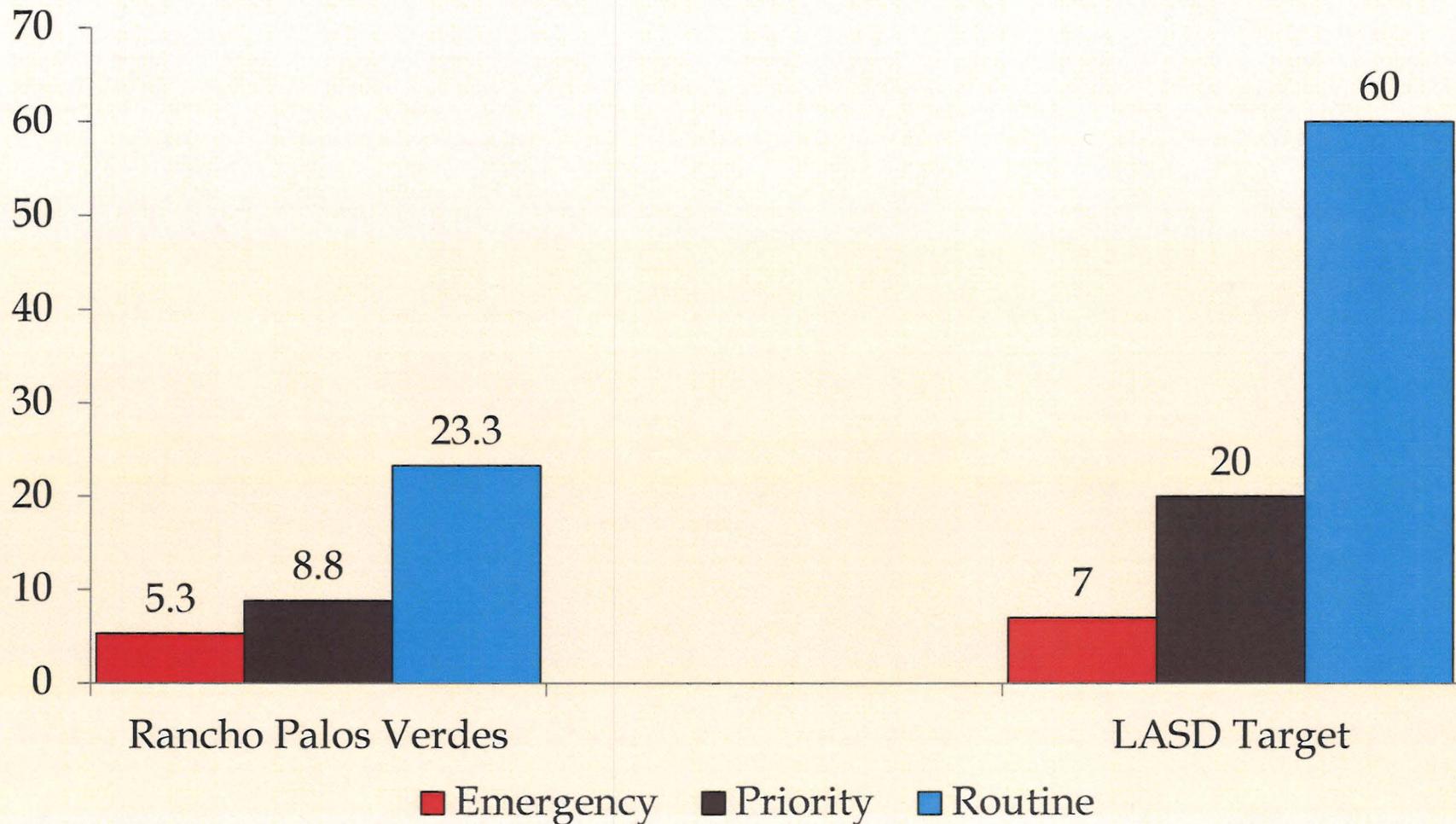
RANCHO PALOS VERDES

Injury Traffic Collisions



Rancho Palos Verdes

3RD Quarter Average Response Times





Westmed/McCormick Ambulance

Rancho Palos Verdes

July 2016

Date Period	1-2	3-9	10-16	17-23	24-30	31	
Response Period	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Total
0:00 to 8:59	10	41	43	41	52	7	194
9:00 to 14:59	0	6	5	5	11	0	27
15:00 +	0	0	0	1	0	0	1

	Week 1	Week2	Week3	Week4	Week 5	Week 6	Total
Total Responses	10	47	48	47	63	7	222
Total On Time	10	41	43	41	52	7	194
Total Late	0	6	5	6	11	0	28

Total Compliance: 87.4%



Westmed/McCormick Ambulance

Rancho Palos Verdes

August 2016

Date Period	1-6	7-13	14-20	21-27	28-31		
Response Period	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Total
0:00 to 8:59	28	39	33	38	32		170
9:00 to 14:59	6	4	5	6	1		22
15:00 +	0	0	0	0	2		2

	Week 1	Week2	Week3	Week4	Week 5	Week 6	Total
Total Responses	34	43	38	44	35	0	194
Total On Time	28	39	33	38	32	0	170
Total Late	6	4	5	6	3	0	24

Total Compliance: 87.6%



Westmed/McCormick Ambulance

Rancho Palos Verdes

SEPTEMBER 2016

Date Period	1-3	4-10	11-17	18-24	25-30		
Response Period	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Total
0:00 to 8:59	16	36	33	29	25		139
9:00 to 14:59	4	9	12	9	5		39
15:00 +	1	0	0	0	0		1

	Week 1	Week2	Week3	Week4	Week 5	Week 6	Total
Total Responses	21	45	45	38	30	0	179
Total On Time	16	36	33	29	25	0	139
Total Late	5	9	12	9	5	0	40

Total Compliance: 77.7%



Matthew Rodriguez
Secretary for
Environmental Protection



Department of Toxic Substances Control

Barbara A. Lee, Director
5796 Corporate Avenue
Cypress, California 90630



Edmund G. Brown Jr.
Governor

November 18, 2016

Mr. Terry T. Tao, AIA
Partner
Atkinson, Andelson, Loya, Ruud & Romo
12800 Center Court Drive, Suite 300
Cerritos, California 90703

Ms. Jennifer Taggart
Partner
Demetriou, Del Guercio, Springer & Francis, LLP
915 Wilshire Blvd., Suite 2000
Los Angeles, California 90017

DETERMINATION FOR ADDITIONAL INVESTIGATION AT THE LADERA LINDA SITE, STOCKPILED SOIL AREA LOCATED ADJACENT TO UPPER LADERA FIELD, 32201 FORRESTAL DRIVE, RANCHO PALOS VERDES (SITE CODE 401759-00)

Dear Mr. Tao and Ms. Taggart,

On October 14, 2016, the Department of Toxic Substances Control (DTSC) entered into a Consent Agreement (Docket No. HSA-FY 16/17-037) with Palos Verdes Peninsula Unified School District (PVPUSD) and Palos Verdes American Youth Soccer Organization (PV AYSO) to assess an area of stockpiled soil located adjacent to and north of Upper Ladera Field, located at 32201 Forrestal Drive, Rancho Palos Verdes, California (Site).

In accordance with Section 5.1.1 of the Consent Agreement, PVPUSD and PV AYSO submitted the following documents to DTSC:

- "Environmental Summary Report for Assessment of Imported Soil Stockpiled at Ladera Linda, 32201 Forrestal Drive, Rancho Palos Verdes, California, DTSC Docket No. HSA-FY 16/17-037," prepared by Leighton Consulting, Inc. on behalf of PVPUSD, dated November 11, 2016.
- "Initial Data Submission pursuant to Paragraph 5.1.1 of the Consent Agreement, Palos Verdes American Youth Soccer Organization, Docket No. HSA-BY 16/17-037," prepared by Jennifer Taggart on behalf of PV AYSO.

This preliminary information describes the environmental condition and pertinent history of the area of stockpiled soil. Based upon review of the submitted documents, DTSC has determined that additional investigation, in the form of a Preliminary Endangerment

Mr. Terry T. Tao and Ms. Jennifer Taggart

November 18, 2016

Page 2

Assessment (PEA), is required to determine whether a release or threatened release of a hazardous substance exists at the Site that poses a threat to public health or the environment.

The PEA shall be conducted in accordance with the Consent Agreement and DTSC PEA Guidance Manual¹. Please submit a PEA Work Plan with an associated health and safety plan by December 30, 2016, for DTSC review and approval. Additional items that should be considered during preparation of the PEA Work Plan are enclosed. For all documents submitted to DTSC, please submit one hard (paper) copy and one electronic copy in Adobe Portable Document Format (PDF), maximum file size of 30 megabytes. All submittals should include applicable signatures and certification stamps.

Additionally, please submit the following information specified in the Consent Agreement to DTSC by November 28, 2016:

1. PEA Consultant (Section 5.1.3)
2. Project Coordinator (Section 6.1)
3. Communication and Coordination Plan (Section 6.1.1)
4. Project Engineer/Geologist (Section 6.2)

The Site is currently fenced and stockpiled soil is covered with plastic sheeting to reduce the likelihood of human or animal contact. PVPUSD should continue to forward weekly documentation to DTSC that demonstrates fencing and plastic sheeting is being maintained in accordance with an Order to Fence and Post, issued by DTSC on August 1, 2016.

If you have any questions, please feel free to contact Triss Chesney, Project Manager, at (714) 484-5447 or Triss.Chesney@dtsc.ca.gov.

Sincerely,



Peter A. Garcia
Branch Chief
Brownfields Restoration and School Evaluation Branch
Brownfields and Environmental Restoration Program

kl/tc/yg/pg

Enclosure

cc: See next page.

¹ "Preliminary Endangerment Assessment Guidance Manual," State of California, Environmental Protection Agency, Department of Toxic Substances Control, revised October 2015 (https://www.dtsc.ca.gov/PublicationsForms/upload/PEA_Guidance_Manual.pdf).

Mr. Terry T. Tao and Ms. Jennifer Taggart
November 18, 2016
Page 3

cc: (via email)

Cher Snyder
Assistant Deputy Executive Officer
Compliance and Enforcement
South Coast Air Quality Management District

**ADDITIONAL DTSC REQUIREMENTS FOR
PRELIMINARY ENDANGERMENT ASSESSMENT WORKPLAN
LADERA LINDA SITE
RANCHO PALOS VERDES, CALIFORNIA**

The following items shall be considered during preparation of the PEA Workplan:

1. **Public Participation:** Public participation activities shall comply with the Consent Agreement, the DTSC PEA Guidance Manual², and the DTSC Public Participation Manual³.
2. **Soil Characterization:** The investigative work plan needs to propose a method to adequately characterize soil and debris in the stockpile and delineate the presence of hazardous substances in the stockpile for risk management. This includes:
 - a. Adequate coverage of sampling to give DTSC confidence in its representativeness of the potentially impacted stockpile.
 - b. Decision rules in the event that asbestos-containing material (ACM) is encountered, such as step-out/step down trenching and/or co-located soil sampling.
 - c. Preparation of soil samples to evaluate asbestos using California Air Resources Board (CARB) Method 435.
 - d. Use of transmission electron microscopy (TEM), rather than polarized light microscopy (PLM), for the detection of asbestos fibers in soil. TEM is more sensitive than PLM, and provides a stronger line of evidence for absence of fibers in soil.
2. **Unrestricted Land Use:** ACM cannot be left in place under unrestricted land use. Even when classified as non-friable, ACM eventually can weather over time and release asbestos fibers into surrounding soil and air and present a potential inhalation health hazard.
3. **Additional Regulatory Requirements:** The PEA must be conducted in compliance with all applicable Federal, State and local requirements including, but not limited to requirements to obtain permits and to ensure worker safety (DTSC PEA Guidance Manual⁴, Section 2.4.4). Specifically, the PEA must comply with South Coast Air Quality Management District (SCAQMD) Rule 1403. Documentation demonstrating compliance should be included in PEA documents.
4. **Potential Habitat:** Clarify if potential habitat for wildlife species is present at the Site. If present, describe how it will be addressed during PEA field activities.

² "Preliminary Endangerment Assessment Guidance Manual," State of California, Environmental Protection Agency, Department of Toxic Substances Control, revised October 2015
https://www.dtsc.ca.gov/PublicationsForms/upload/PEA_Guidance_Manual.pdf.

³ "Public Participation Manual," State of California, Environmental Protection Agency, Department of Toxic Substances Control, revised October 2001
<http://www.dtsc.ca.gov/LawsRegsPolicies/Policies/PPP/PublicParticipationManual.cfm>.

⁴ "Preliminary Endangerment Assessment Guidance Manual," State of California, Environmental Protection Agency, Department of Toxic Substances Control, revised October 2015
https://www.dtsc.ca.gov/PublicationsForms/upload/PEA_Guidance_Manual.pdf.

5. Laboratory Analyses: Future laboratory analyses should be accompanied by a Level 3 data package that includes the following information (Level 1, Level 2, and additional items listed):
 - a. Level 1 Package
 - i. Cover Letter or Case Narrative with Project Chemist Sign-Off
 - ii. Analytical Results (w/surrogates if applicable)
 - iii. Statement of Data Qualifications
 - iv. Field Chain-of-Custody Form
 - b. Level 2 Package
 - i. Analytical Batch QC Result Summaries Method Blank
 - ii. Laboratory Control Samples (LCS)
 - iii. Matrix Spike and Spike Duplicates (MS/MSD)
 - iv. Sample Duplicates (SDUP)
 - v. Metals: Post Digestion Spike (PS) (if needed)
 - vi. Metals: Serial Dilution (if needed)
 - c. Tune Summaries for GC-MS Methods
 - d. Continuing Calibration Verification (CCV) Summaries
 - e. Initial Calibration Summary (response factors, %RSD, etc.)
 - f. Metals: Blank & Interference Check Compound Summaries
 - g. Internal Standard Recovery
 - h. Retention Time Summaries
 - i. Instrument Sequence Logs
 - j. Sample Preparation Logs



Local Agency Formation Commission
for the County of Los Angeles

RECEIVED

NOV 17 2016

Commission
Jerry Gladbach
Chair

Richard H. Close
Donald L. Dear
Margaret Finlay
Don Knabe
Sheila Kuehl
Gerard McCallum
David Spence

Alternates
Michael D. Antonovich
Lori Brogin
Paul Krekorian
Judith Mitchell
Joseph Ruzicka
Greig Smith

Staff
Paul A. Novak, AICP
Executive Officer

June D. Savala
Deputy
Executive Officer

Amber De La Torre
Doug Dorado
Michael Henderson
Alisha O'Brien
Patricia Wood

80 South Lake Avenue
Suite 870
Pasadena, CA 91101
Phone: 626-204-6500
Fax: 626-204-6507

www.lalafco.org

November 16, 2016

Via Fed-Ex Overnight Delivery

Honorable Board of Directors, Miraleste Recreation and Park District
Honorable Board of Directors, Ridgecrest Ranchos Recreation and Park District
Honorable Board of Directors, Westfield Recreation and Park District

Honorable Directors:

I am writing concerning LAFCO's Draft MSR for the Recreation and Parks Districts (RPDs) in the County, a copy of which is enclosed. Please note that the first few pages of the Draft MSR provide background on the statutory authority for LAFCO's preparation of MSRs, as well as additional information about the MSR process.

As a courtesy, I provide a copy of the Draft MSR to the involved local agency in advance of public release of the document. For this MSR, I am also copying the appropriate representatives for the jurisdictions in which your respective districts are located (the City of Rancho Palos Verdes for the Miraleste RPD and the Ridgecrest Ranchos RPD, and the County of Los Angeles for the Westfield RPD).

I would be most grateful if you would review the Draft MSR and send me comments no later than Monday, January 9th, 2017. I tentatively plan to agendize the Draft MSR for the Commission (LAFCO) meeting on Wednesday, March 8th, 2017. Receiving your comments in advance of that meeting will enable me to revise the Draft MSR to reflect your input.

Should you or your staff wish to discuss the Draft MSR, I can be reached via e-mail (pnovak@lalafco.org) or by telephone (626/204-6500).

Thank you in advance for your assistance. I look forward to hearing from you.

Sincerely,

Paul A. Novak, AICP
Executive Officer

Enclosure

Copy W/ Enclosure to:

The Honorable Don Knabe, Supervisor, 4th District, (ATTN: Ms. Rebekah Kim Field Deputy, San Pedro Field Office)

Mr. Kit Fox, Senior Administrative Analyst, City of Rancho Palos Verdes

Mr. Douglas Willmore, City Manager, City of Rancho Palos Verdes

Ms. Alisha O'Brien, Government Analyst, LAFCO

Via FedEx Overnight Delivery

Ridgecrest Ranchos Recreation and Park District
ATTN: Ms. Kathy Hesse
5201 Middlecrest Road
Rancho Palos Verdes, CA 90275

Ridgecrest Ranchos Recreation and Park District
ATTN: Mr. John Polen
5365 Middlecrest Road
Rancho Palos Verdes, CA 90275

Westfield Recreation and Park District
ATTN: Mr. Glenn Smith
26610 Eastvale Road
Palos Verdes Peninsula, CA 90274

Westfield Recreation and Park District
ATTN: Mr. Fred Tramm
26610 Eastvale Road
Palos Verdes Peninsula, CA 90274

Westfield Recreation and Park District
ATTN: Mr. Fred Tramm
27024 Sunny Ridge Road
Palos Verdes Peninsula, CA 90274

Westfield Recreation and Park District
ATTN: Ms. Gloria Gammell
26963 Eastvale Road
Palos Verdes Peninsula, CA 90274

Westfield Recreation and Park District
ATTN: Ms. Leslie Criswell
27039 Sunny Ridge Road
Palos Verdes Peninsula, CA 90274

Miraleste Recreation & Park District
ATTN: Mr. Keith Harter
19 Miraleste Plaza
Rancho Palos Verdes, CA 90275

Miraleste Recreation & Park District
ATTN: Mr. Carol Swets
19 Miraleste Plaza
Rancho Palos Verdes, CA 90275

Miraleste Recreation & Park District
ATTN: Mr. John Letcher
19 Miraleste Plaza
Rancho Palos Verdes, CA 90275

Miraleste Recreation & Park District
ATTN: Mr. Pete Glusac
19 Miraleste Plaza
Rancho Palos Verdes, CA 90275

Miraleste Recreation & Park District
ATTN: Mr. Nancy Otto
19 Miraleste Plaza
Rancho Palos Verdes, CA 90275

**MARYMOUNT CALIFORNIA UNIVERSITY
NEIGHBORHOOD ADVISORY COMMITTEE MEETING
30800 PALOS VERDES DRIVE EAST
PRESIDENT'S CONFERENCE ROOM (CECILIA HALL 211A)
WEDNESDAY, NOVEMBER 30, 2016
6:00 P.M.**

- 1. Welcoming Statements**
 - a. Introductions of Kathleen Ruiz and Kelly Curtis Intagliata**
- 2. Marymount's Campus Improvements and Programs**
 - a. Update on RPV Campus Improvements**
 - i. Southern Slope**
 - ii. Tree Replacements**
 - b. Update on PVDN Campus Improvements**
 - c. Update on Waterfront/Ocean View Campus Improvements**
 - i. What Student Programs are offered**
 - ii. What Students will utilize the RPV Campus**
- 3. Enrollment Report:**
 - a. Fall 2016**
- 4. Graduation Numbers**
 - a. AA Degrees**
 - b. BA Degrees**
 - c. MA Degrees**
- 5. Update on Traditional and Non-Traditional Degree Programs**
- 6. 16/17 Special Use Permit**
 - a. Graduation (parking, tent, locations, etc.)**
- 7. San Ramon Concerns**
 - a. Student and Bus Parking on PVDE**
 - b. Campus Garden**
 - c. Littering and Smoking**
- 8. Implementation of the Parking Management Strategies Update**
 - a. Parking Permit Fees for 16/17 Academic Year**
 - b. Mini Cooper Program and its impacts on Traffic and Parking**
- 9. Campus Security Personnel**
 - a. How many?**
 - b. Hours on Campus?**
- 10. Communication between Marymount and Residents**
- 11. Closing Remarks**

FOLLOW - UP AGENDA

**RANCHO PALOS VERDES PLANNING COMMISSION
TUESDAY, NOVEMBER 29, 2016
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. 2016-14

CALL TO ORDER: 6:12 PM

PLEDGE OF ALLEGIANCE: LED BY COMMISSIONER JAMES

ROLL CALL: ALL PRESENT

APPROVAL OF AGENDA: APPROVED AS PRESENTED

COMMUNICATIONS:

City Council Items: DIRECTOR MIHRANIAN REPORTED THAT SINCE THE LAST PLANNING COMMISSION MEETING HELD ON OCTOBER 25TH, THE CITY COUNCIL AT ITS NOVEMBER 1ST MEETING ADOPTED THE UPDATED CALIFORNIA BUILDING CODE THAT WILL GO INTO EFFECT ON JANUARY 1, 2017 AND ADOPTED AN URGENCY ORDINANCE, IN RESPONSE TO PROPOSITION 64, ALLOWING THE INDOOR CULTIVATION OF MARIJUANA AND PROHIBITING THE OUTDOOR CULTIVATION; AND AT THE NOVEMBER 15TH MEETING, THE COUNCIL AUTHORIZED PUBLIC WORKS TO ADDRESS THE TRAFFIC CONCERNS WITH THE LEFT-TURN LANE INTO LOWER POINT VICENTE FROM PALOS VERDES DRIVE SOUTH.

Staff: DIRECTOR MIHRANIAN REPORTED THAT HE ATTENDED THE NOVEMBER 16TH CHOA MEETING TO DISCUSS, AMONG OTHER THINGS, THE CITY'S ARTERIAL FENCE 47

AND WALL PROGRAM, THE PEAFOWL MANAGEMENT PLAN, THE COYOTE MANAGEMENT PLAN, AND SHORT-TERM RENTALS. HE ALSO REPORTED THAT STAFF AND THE COMMISSION'S SUB-COMMITTEE HAS MET ON TWO OCCASIONS TO REVIEW DRAFT LANGUAGE ON THE MINOR MODIFICATION CODE AMENDMENT AND THIS WILL LIKELY BE CONSIDERED BY THE COMMISSION IN JANUARY.

Commission: CHAIRMAN TOMBLIN REPORTED THAT HE ALONG WITH DIRECTOR MIHRANIAN AND ASSISTANT CITY ATTORNEY BURROWS SPOKE TO VANESSA WALKER WITH THE STATE BOARD ON CEMETERIES THIS EVENING; COMMISSIONER NELSON REQUESTED THAT TONIGHT'S MEETING ADJOURN IN MEMORY OF THOUSANDS OF SAILORS, SOLDIERS, AIRMEN AND CITIZENS WHO DEFENDED OUR COUNTRY 75 YEARS AGO ON DECEMBER 7TH AND DECEMBER 8TH AT PEARL HARBOR AND THE PHILIPPINES.

COMMENTS FROM THE AUDIENCE (regarding non-agenda items): **THREE MEMBERS OF THE PUBLIC DISCUSSED CONCERNS RELATED TO GREEN HILLS' COMPLIANCE WITH ITS CONDITIONAL USE PERMIT.**

CONSENT CALENDAR:

1. APPROVAL OF OCTOBER 25, 2016 MINUTES

ACTION: APPROVED AS PRESENTED

CONTINUED PUBLIC HEARINGS:

2. SHORT-TERM RENTAL CODE AMENDMENT- (CASE NO. ZON2016-00188): City (OS)

Request: Code Amendment to affirm the prohibition of short-term rentals and to prohibit the advertisement of short-term rentals in the City's Single-Family Residential Districts.

ACTION: ADOPTED P.C. RESOLUTION NO. 2016-14 THEREBY RECOMMENDING TO THE CITY COUNCIL THAT AN ORDINANCE BE ADOPTED AMENDING CHAPTER 17.02 (SINGLE-FAMILY RESIDENTIAL DISTRICTS) AND CHAPTER 17.96 (DEFINITIONS) OF TITLE 17 OF THE CITY'S DEVELOPMENT CODE TO AFFIRM THE PROHIBITION OF SHORT-TERM RENTALS AND TO PROHIBIT THE ADVERTISEMENT OF SHORT-TERM RENTALS IN THE CITY; TO EXCLUDED BED AND BREAKFAST INNS; AND RECOMMENDING THAT THE CITY COUNCIL EXPAND THE PROHIBITION TO MULTI-FAMILY ZONED PROPERTIES.

CONTINUED BUSINESS:
NONE

NEW PUBLIC HEARINGS:

3. CUP REVISION - (CASE NO. ZON2014-00332): 5500 Palos Verdes Drive South - Heritage Castle (SK)

Request: Time extension request for Coastal Permit, Conditional Use Permit and Environmental Assessment for the conversion of a portion for the Harden Estate Gatehouse into the "Heritage Castle Museum".

ACTION: ADOPTED P.C. RESOLUTION NO. 2016-15, AMENDING CONDITION NO. 6 OF P.C. RESOLUTION NO. 2014-32, THEREBY GRANTING A ONE-YEAR TIME EXTENSION RESULTING IN A NEW DEADLINE OF DECEMBER 9, 2017 FOR THE VALIDITY OF THE PLANNING APPLICATION APPROVALS AND AMENDING CONDITION NO. 21 OF P.C. RESOLUTION NO. 2014-32 BY ADDING LANGUAGE THAT INDEMNIFIES THE CITY.

4. HEIGHT VARIATION, GRADING PERMIT, MINOR EXCEPTION PERMIT, VARIANCE & SITE PLAN REVIEW- (CASE NO. ZON2016-00090): 29425 Palos Verdes Drive East (OS)

Request: A request to construct a new 3,709 square foot (garage included), split-level, residence with an attached 720 square foot deck, as well as associated grading to accommodate proposed improvements. Additionally, a Height Variation is requested to exceed the established height requirements for a building pad lot, a Minor Exception Permit is requested to allow for a 2½' reduction of the required front yard setback, and a Variance is requested to allow construction over an extreme slope.

ACTION: ADOPTED P.C. RESOLUTION NO. 2016-16; THEREBY CONDITIONALLY APPROVING A HEIGHT VARIATION, MAJOR GRADING PERMIT, MINOR EXCEPTION PERMIT, VARIANCE AND SITE PLAN REVIEW (CASE NO. 2016-00090) TO ALLOW FOR THE CONSTRUCTION OF A NEW 3,709 SQUARE FOOT (GARAGE INCLUDED), SPLIT-LEVEL, RESIDENCE WITH A 720 SQUARE FOOT ATTACHED DECK, A REDUCTION OF THE REQUIRED FRONT YARD SETBACK BY 2½ FEET, CONSTRUCTION OVER AN EXTREME SLOPE, AND 741 CUBIC YARDS OF ASSOCIATED GRADING.

5. VIEW RESTORATION- (CASE NO. 2016-00013): 6520 & 30523 Palos Verdes Dr. East (JA)

Request: A request to restore a view taken from 6520 Palos Verdes Drive East that is significantly impaired by foliage located at 30523 Palos Verdes Drive East.

ACTION: CONTINUED THE PUBLIC HEARING ITEM TO JANUARY 23, 2017 TO ALLOW TIME FOR THE APPLICANT AND THE FOLIAGE OWNER TO RESOLVE THE VIEW IMPAIRING TREE ISSUE PRIVATELY.

6. APPEAL OF SITE PLAN REVIEW- (CASE NO. ZON2016-00322) : 27501 Western Ave. (SK)

Request: Overturn the Director's approval of a Site Plan Review for the construction of a combination wall up to 14.9' in height to accommodate an additional burial area and niches in the eastern edge of Vista Del Ponte; a water feature; a stairway that will provide access to the

upper existing burial area at Vista Del Ponte and the upper area of Inspiration Slope; and 793yd³ of grading to support the proposed improvements.

ACTION: CONTINUED THE PUBLIC HEARING TO JANUARY 24, 2017 TO ALLOW THE APPLICANT TO PROVIDE THE NUMBER OF NICHES IN THE PROPOSED RETAINING WALL AND THE NUMBER OF EARTH INTERMENTS IN THE AREA ADJACENT TO THE RETAINING WALL AND TO CLARIFY WHETHER THE AREA IN QUESTION IS PART OF VISTA DEL PONTE OR AREA II AS SHOWN ON THE 2007 COUNCIL-ADOPTED MASTER PLAN.

NEW BUSINESS:
NONE

ITEMS TO BE PLACED ON FUTURE AGENDAS:

7. PRE-AGENDA FOR THE MEETING ON DECEMBER 13, 2016

ACTION: DIRECTED STAFF TO ADD AN ITEM PROVIDING THE COMMISSION A STATUS UPDATE ON WHO WILL BE CONDUCTING THE GREEN HILLS CONDITIONAL USE PERMIT ANNUAL REVIEW.

ADJOURNMENT: ADJOURNED AT 12:20AM

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 Fred 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.rpvca.gov.
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.