

**MEMORANDUM**

**TO: RANCHO PALOS VERDES CITY COUNCIL**

**FROM: DOUG WILLMORE, CITY MANAGER**

**DATE: APRIL 12, 2017**

**SUBJECT: ADMINISTRATIVE REPORT NO. 17-15**

**TABLE OF CONTENTS - CITY MANAGER AND DEPARTMENT REPORTS**

- **CITY MANAGER – PAGE 3**
  - April is California Earthquake Preparedness Month
  - Zika Virus Emergency Response Planning Workshop
  - Advisory Board Recruitment – Point Vicente Park/Civic Center Advisory Committee (Closes April 14, 2017)
  - Update on Palos Verdes Reef Restoration Project
  - Update on Ridgecrest Ranchos Recreation & Parks District
  - Marine Protected Area Signs at the Terranea Resort
- **FINANCE – PAGE 5**
  - Upcoming Finance Advisory Committee (FAC) Meeting
- **PUBLIC WORKS – PAGE 5**
  - Household Hazardous Waste /Electronic Waste Roundup Results
  - Hawthorne Blvd. Signal Synchronization Project
  - Infrastructure Management Advisory Committee Meeting
  - PVDE Traffic Safety Guardrails Project
  - Cal Water Basswood Project
  - Special Event Permit
  - Storm Drain Lining Project
  - Maintenance Update
- **COMMUNITY DEVELOPMENT – PAGE 7**
  - Green Hills – Director Approves Upright Custom Gravestones
  - Green Hills – Appeal of Planning Commission’s Approval of Columbarium Wall
  - General Plan Update
  - Hesse Park View Restoration Project
  - Property Maintenance Abatement on Vallon Drive
  - Resident Participation in the HERO Program
  - Follow-up Planning Commission Meeting
  - Applications of Note

# ADMINISTRATIVE REPORT

April 12, 2017

Page 2

- **RECREATION & PARKS – PAGE 8**
  - Ladera Linda Park Master Plan Workshop
  - Volunteer Event
  - Egg Hunt Eggstravaganza
  - Healthy RPV Programs
  - Park Events
  - PVIC and Docents
  - REACH - Therapeutic Recreation Program
  
- **CORRESPONDENCE AND INFORMATION RECEIVED (See Attachments)**
  - Calendars – Page 11
  - Tentative Agendas – Page 14
  - Channel 33 & 38 Schedule – Page 19
  - Channel 35 & 39 Schedule – Page 20
  - Crime Report – No report this week
  - PRA Log – Page 21

## **CITY MANAGER**

April is California Earthquake Preparedness Month: This month is all about energizing citizens, businesses and local governments to take an "all hazards approach" in preparing for - and mitigating the effects of - potential disasters. This is a good time to take a break from our workday routine to reevaluate our disaster preparedness plans and restock emergency kits.

Recognizing this Earthquake Preparedness Month helps us stop 'meaning to' do the right thing, and actually carve out the time to do it. A current all-hazards disaster preparedness plan and emergency kit that allows for ten to fourteen days of reasonable self-sufficiency in terms of food, water, shelter and prescription medication is everyone's responsibility. For more information, please contact: Tracy Bonano, Emergency Manager, at: [tracyb@rpvca.gov](mailto:tracyb@rpvca.gov) or 310-544-5209.

Zika Virus Emergency Response Planning Workshop: On April 10<sup>th</sup>, City staff attended the Los Angeles County Department of Public Health Zika Emergency Response Planning Workshop for city and county emergency management planners.

The County of Los Angeles Department of Public Health held the emergency management planning workshop to strengthen plans for responding to Zika in coordination with local cities for the upcoming mosquito season. A potential Zika Virus epidemic poses significant challenges in initial emergency response. The Workshop was designed to provide an avenue for subject matter experts to provide crucial information that will help the LA County Department of Public and stakeholders enhance their response to a potential Zika epidemic. Once the LA County Department of Public Health produces a universal message, and flyers that correspond to that message, cities will then publish the information using their various media outlets. More information about this subject is coming soon!

Advisory Board Recruitment – Point Vicente Park/Civic Center Advisory Committee (Closes April 14, 2017):

Advisory Board Recruitment (Vacancies – Point Vicente Park/Civic Center Advisory Committee): We are currently conducting a recruitment to fill seats on the newly-formed Point Vicente Park/Civic Center Advisory Committee. Please see the attached Press Release regarding the recruitment. The Press Release has been sent to the Palos Verdes Peninsula News, Daily Breeze, and Los Angeles Times, and posted on the website, ListServe, Access Reader Board on Channel 35 and RPV TV Ch. 33; as well as the City's Facebook and Nextdoor sites. Notices were posted in various locations throughout the City. The deadline for applications to be filed in the City Clerk's Office is by 4:30 p.m. on Friday, April 14, 2017. Staff has tentatively reserved the 6:00 p.m. to 7:00 p.m. time frame prior to the May 2, 2017 meeting so that Council can conduct interviews of the applicants.

Update on Palos Verdes Reef Restoration Project: At its meeting on April 4<sup>th</sup>, the City Council approved a letter to the California State Lands Commission (CSLC), opposing the granting of an off-shore lease for the proposed Palos Verdes Reef Restoration Project (see attachments). Staff transmitted this letter to CSLC on April 5<sup>th</sup>. In response, CSLC Staff advised that this matter has been pulled from the Commission's April 20<sup>th</sup> agenda to allow

## ADMINISTRATIVE REPORT

April 12, 2017

Page 4

time for responses to comments on the project to be prepared. CSLC Staff now anticipates that this lease may be considered by the Commission at its meeting on June 22<sup>nd</sup>, which is scheduled to be held somewhere in the Los Angeles area.

Update on Ridgecrest Ranchos Recreation & Parks District: In December 2016, the City Council expressed openness to considering the dissolution of the Ridgecrest Ranchos Recreation & Parks District and the City's assumption of the District's duties, responsibilities and properties, provided that the District did not object. Local Agency Formation Commission (LAFCO) Executive Officer Paul Novak and Staff met with the District Board on March 14<sup>th</sup> for a preliminary discussions of this topic. The District Board had subsequent discussions with Mr. Novak, and expressed its desire to postpone any action regarding the District's future for a year. This would allow time for the District to complete a long-planned capital project to repair its entry walls and signs, and to fill an unexpected vacancy on its 5-member Board.

On April 12<sup>th</sup>, LAFCO conducted a public hearing to consider the municipal service reviews for the three (3) recreation and parks districts in the County, including Ridgecrest Ranchos (see attached LAFCO Staff report). The Commission accepted its Staff's recommendation to defer any action regarding Ridgecrest Ranchos for at least a year. Staff will keep lines of communication open with the District and LAFCO over the next year, and will report back to the City Council at a future date.

Marine Protected Area Signs at the Terranea Resort: In March 2015, Staff granted permission to the California Ocean Protection Council (COPC) to allow it to seek consolidated coastal development permit approval for nearly two hundred (200) interpretive signs for marine protected areas (MPAs) throughout California, including seven (7) signs on City property adjacent to the MPAs along the City's coastline. These signs were subsequently installed in January 2016.

As a follow-up to this initial project, COPC now seeks to revise its consolidated coastal development permit to include additional signs to supplement and fill "gaps" in the statewide MPA sign project. COPC has been working with the Terranea Resort and has identified four (4) locations on resort property that are suitable for MPA signs. On April 5<sup>th</sup>, Staff granted permission for COPC to pursue consolidated processing of a revised coastal development permit that will include the proposed MPA signs at the Terranea Resort (see attached letter).

The Coastal Commission is expected to consider this request later this year. Staff will report back to the City Council regarding this matter in a future Weekly Administrative Report.

### Attachments:

Point Vicente Park/Civic Center Advisory Committee Recruitment Press Release – Page 24  
Letter in opposition to Palos Verdes Reef Restoration Project – Page 26  
LAFCO Staff report regarding Recreation & Parks Districts MSRs – Page 27  
Letter to Coastal Commission regarding MPA signs at Terranea – Page 89

**FINANCE**

Upcoming Finance Advisory Committee (FAC) Meeting: The next FAC meeting will be held next Wednesday, April 19<sup>th</sup> at PVIC. Staff will be providing the committee with Treasury / Investment updates along with CalPERS Actuarial Reports and other information related to the City's CalPERS pension and benefit program. The final agenda and supporting materials will be available on the City's website in the coming days.

**PUBLIC WORKS**

Household Hazardous Waste/Electronic Waste Roundup Results: The Saturday April 8<sup>th</sup> event brought 825 cars to the City Hall/City Yard. Of that total, 722 cars were from the PV Peninsula! People dropped off the following unwanted HHW and obsolete E-waste:

Motor Oil	120 gallons
Antifreeze	48 gallons
Paint	2,696 gallons
Dry Cell Batteries	1,900 gallons
Oil filters	250 pounds
Sharps (medical waste)	700 pounds
Misc.	1,779 gallons (64 drums)
Car batteries	203 batteries
CRT's (Computers)	203 CRT Units (9,135 pounds)
Misc. E-Waste	21,500 pounds

Hawthorne Blvd. Signal Synchronization Project: This project is at its final stage. All necessary conduit and fiber optic cable has been installed. Pro-Tech Engineering along with its contractor, Crosstown, are making the last fiber optic cable connections.

Infrastructure Management Advisory Committee Meeting: The April IMAC meeting is on Thursday April 13<sup>th</sup> at 6 pm at Hesse Park. All residents and members of the public are invited and encouraged to attend. The link to the agenda is:  
[http://rpv.granicus.com/AgendaViewer.php?view\\_id=5&event\\_id=997](http://rpv.granicus.com/AgendaViewer.php?view_id=5&event_id=997)

PVDE Traffic Safety Guardrails Project: Staff, Sunbeam Consulting and ACE Fence Company met for a pre-construction meeting on March 23, 2017. Project items discussed included: submittals, project schedule, public notification, traffic control, work hours, etc. The project is scheduled to start on Monday, April 17<sup>th</sup>. Work will be conducted Monday through Friday from 8 am to 4 pm, completion is anticipated by mid-May 2017. The project will be conducted on PVDE from PVDS to the northerly City limits by Conestoga Drive. The project will begin near PVDS and will progress to the north. Expect traffic delays along PVDE due to construction activities. In most areas of construction only one traffic lane will be open and traffic in the area will be controlled by flag-persons. Please watch for and obey the traffic control signs and follow the flag-persons directions for your safety and the

## ADMINISTRATIVE REPORT

April 12, 2017

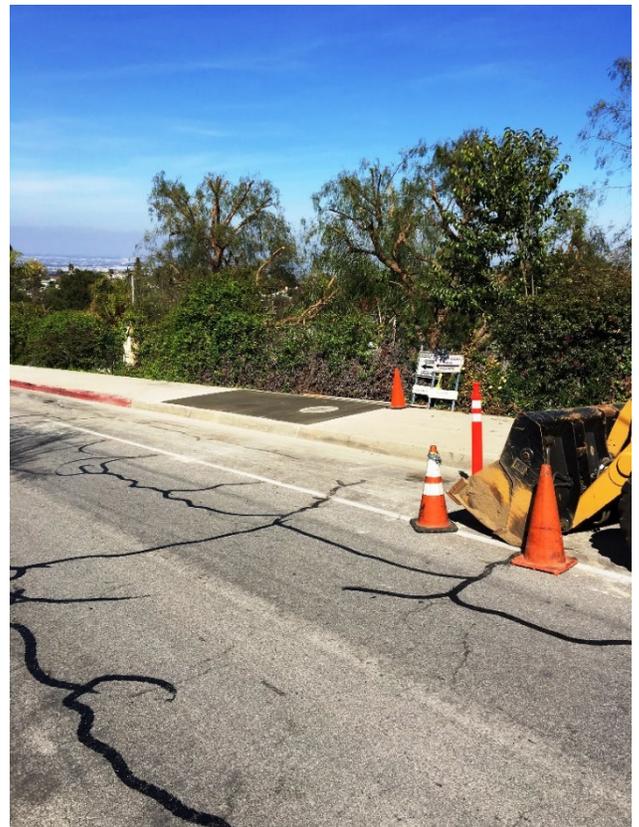
Page 6

safety of the workers. For more information, contact Sunbeam's Construction Manager, Bindu Vaish at (562)544-7102. Thank you in advance for your patience and cooperation.

Cal Water Basswood Project: Staff, Cal Water and Cal Water's contractor, Doty Bros., discussed the upcoming installation of a water main line along Shorewood Rd., Indian Peak Rd., Pembina Rd., Waupaca Rd., Eau Claire Dr., Fond Du Lac Rd. and Basswood Ave at a pre-construction meeting on April 3, 2017. Cal Water's contractor has indicated the project is scheduled to start on April 24, 2017. Work will be conducted Monday through Friday, 8 am to 4 pm, completion is anticipated by mid-summer 2017. Cal Water indicated that residents affected by this work will receive advance notifications from Cal Water/Doty Bros. several days prior to commencement of the work. Please watch for and obey the traffic control signs and follow the flag-persons directions for your safety, and the safety of the workers. For more information, contact Doty Bros. Superintendent, Fred Perez at (562) 572-2789. We appreciate your patience and cooperation.

Special Event Permit: Staff is working on an application for a pass-through bicycle ride training event on April 22<sup>nd</sup>.

Storm Drain Lining Project: Work is continuing this week on the storm drain lining project to inspect, clean, and line storm drain pipes throughout the City. Storm Drain manholes were installed on Hawthorne Boulevard and Silver Spur Road. Lining of the pipes were completed earlier this week. One other location is left for the project before completion.



Maintenance Update: Maintenance personnel and vendors completed 36 work orders this week. Issues addressed included: vegetation removal in medians and parkways, bus bench repairs, sign repairs, red curb painting, graffiti removal, and cleanup of illegally dumped items. Eight dead Eucalyptus trees were removed from the Civic Center campus. The trees were chipped and will be reutilized as mulch in landscaped areas around the City.

## **COMMUNITY DEVELOPMENT**

Green Hills - Director Approves Upright Custom Gravestones: On April 11, 2017, pursuant to Council-adopted Condition No. 2a(3), the Director of Community Development approved a Site Plan Review allowing the installation of up to 1,571 upright custom gravestones throughout the internal boundary limits of the cemetery (except St. Peter's Church yard and portions of Arroyo Vista) at a maximum height of the existing adjacent walls/hedges or 6', whichever is lower, within existing private garden or family estates areas, and up to 6' in height within the St. Peter's Church yard. The Notice of Decision (see attachment) was mailed to all property owners within a 500' radius of the cemetery, interested parties, and the applicant. Additionally, a list-serve message was sent announcing the Director's decision and the availability of the related documents on the City's Green Hills webpage <http://www.rpvca.gov/376/Green-Hills-Memorial-Park-Master-Plan>.

Green Hills – Appeal of Planning Commission's Approval of Columbarium Wall: On March 28, 2017, the Planning Commission, on a vote of 7-0, denied an appeal to overturn the Director's approval of a columbarium wall, water feature, stairways, and additional interments at Vista Del Ponte and Inspiration Slope areas. The same appellant, Ms. Sharon Loveys, submitted a timely appeal of the Planning Commission's decision. Once an appeal meeting with the City Council is scheduled, a public notice will be issued to all property owners within 500' radius.

General Plan Update: ESA, the City's environmental consultant preparing the update to the General Plan technical studies, provided a Traffic Study that includes existing peak hour traffic counts at specified intersections; existing levels of service and peak hour volumes; forecasted traffic conditions in 2040; and intersection traffic signal warrants. The Public Works Department is reviewing this information which will be reviewed by the Traffic Safety Committee on April 24, 2017 before being presented to the Planning Commission later this summer.

Hesse Park View Restoration Project: Last year, the Pacific View HOA (community north of Hesse Park) and other residents adjacent to Hesse Park who are not part of the HOA asked View Restoration Staff to address City-owned view-impairing trees within and adjacent to Hesse Park. In response to their request, Staff conducted view assessments from the affected properties and from viewing locations within Hesse Park. In consultation with the City's contract arborist, Public Works Department, and Parks and Recreation Department, a proposed tree trimming, removal and replacement plan was presented and agreed to by the HOA and concerned residents. Recently, City Staff met with the HOA representatives and offered a modified 4-phase plan to address all 100 plus view-impairing trees by the end of winter 2017 (see attached). All affected parties are in agreement with

## ADMINISTRATIVE REPORT

April 12, 2017

Page 8

the phasing of the tree work. During this month of April, the first phase of trimming (22 trees along Locklenna Lane) is scheduled to occur.

Property Maintenance Abatement on Vallon Drive: For the past several months, the Code Enforcement Division has been attempting to contact a homeowner on Vallon Drive for property maintenance violations. Specifically, the property's front yard is overrun with weeds and the rear yard is filled with weeds and debris. Several notices for compliance have been sent and Administrative Citations issued. To date, the property owner has not responded to the City. This week, a Notice of Determination of Public Nuisance and Order to Abate will be sent to the property owner. If the property owner continues to not respond, the City Attorney and Staff will go to court and ask the Judge for an Abatement Warrant to allow the City to enter the property and perform the work. Once the work is performed, a lien will be placed on the property to recover costs incurred by the City.

Resident Participation in the HERO Program: In September 2013, the City Council passed a Resolution to allow residents of the City of Rancho Palos Verdes to participate in the HERO program. Through partnership with the City of Rancho Palos Verdes, HERO is available to residential and commercial property owners as an affordable way to make energy efficient, water efficient, and renewable energy upgrades to their home or business. Residents are able to use HERO to finance renovation projects that can increase their property value, lower their monthly utility bills, and contribute to making their community more energy independent. HERO offers low-fixed interest rates, flexible payment terms including 5/10/15/20 years, and repayments are made through their property taxes. HERO is available for a wide array of home energy products, including but not limited to, windows, air conditioning, electric vehicle charging stations, etc. In total, Rancho Palos Verdes has 190 applications submitted, up from 16 applications submitted 2014, for participation in the program, with \$1.96M in funding set aside to fund these programs (see attached table).

Follow-up Planning Commission Meeting: See the attached follow-up agenda for the PC Regular meeting held on Tuesday, April 11, 2017.

Applications of Note: See attached table with a summary of the Applications of Note that were submitted to the department between Wednesday, April 5, 2017 and Tuesday, April 11, 2017.

### Attachments:

Green Hills – Site Plan Review Notice of Decision – Page 96

Phased View Restoration Plan for Hesse Park – Page 99

HERO Programs – Page 102

Follow-Up P.C. Agenda for April 11, 2017 – Page 103

Applications of Note – Page 106

## **RECREATION & PARKS**

Ladera Linda Park Master Plan Workshop: A Ladera Linda Park Master Plan public workshop is scheduled for Wednesday, April 26<sup>th</sup> at Ladera Linda from 6-8 pm. Two designs for the park and community center will be presented to the public for questions and

## ADMINISTRATIVE REPORT

April 12, 2017

Page 9

comments. A previous workshop was held in September 2016. The designs reflect both the City Council's "less is more" approach to park planning and projects and significant input from the local community. The workshop has been publicized to City residents via Listserv messages, the City's website, direct mailings, HOA notifications, Nextdoor.com, and banners.

Volunteer Event: Last Saturday, volunteers met at Ladera Linda Park to assist with the butterfly garden. We had about 9 volunteers assist with pulling out weeds, and transplanting plants and flowers into pots.



Egg Hunt Eggstravaganza: This year's annual egg-citing egg hunt will be held this Saturday at Ladera Linda Park. This sold-out event features the always-popular Big Bunny, leading the egg hunt and posing for photo ops with families.

### Healthy RPV Programs:

Cooking Class – "Spring Thyme" cooking class" for youth continues this Wednesday afternoon at Hesse Park.

Yoga in the Park – The free outdoor Yoga class is cancelled this Tuesday, April 11<sup>th</sup>. Class will resume next Tuesday, April 18<sup>th</sup>.

Open Gym – Opportunities are available for drop-in basketball on Sundays from 10:00 a.m. to noon at the Miraleste Intermediate School gym and from 2:00 p.m. to 4:00 p.m. at the Peninsula High School gym. Open Gym will also be offered on Wednesday evenings from 7:00 p.m. to 9:00 p.m. at the Miraleste Intermediate School gym. Recreation staff will be on site during all open gym hours and all participants or parents, in the case of a minor, will be required to sign a waiver to participate.

Hesse Park: The facilities are rented this week for eleven indoor recreation classes, six non-profit group rentals, three Peninsula Seniors activities, and three private rentals.

Ladera Linda Park: The facilities are rented this week for four indoor recreation classes and one non-profit group meeting.

ADMINISTRATIVE REPORT

April 12, 2017

Page 10

Ryan Park: The facilities are rented this week for three outdoor recreation classes, six youth sports league rentals, and one non-profit group meeting.

PVIC and Docents: A docent-led tour will take place on Saturday morning. The Sunset Room is rented for a non-profit group luncheon this Tuesday.

REACH - Therapeutic Recreation Program: On Wednesday night, REACH members will stop for dinner and then head to Palos Verdes Bowl for some friendly bowling competition.



# April 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4 7:00 pm – City Council Meeting @ Hesse Park	5 6:00 pm – PV Nature Preserve Subcommittee @ City Hall Community Room (Dyda/Misetich)	6	7	8 8:15 am – Hike With Mayor Campbell— Families Welcome Contact <a href="mailto:campbell.rpv@gmail.com">campbell.rpv@gmail.com</a> for each month's starting location  9:00 am–3:00 pm – HHW/E-Waste Roundup @ City Hall/City Yard
9	10 7:00 pm – Budget Study Session @ Hesse Park	11 7:00 pm – Planning Commission Meeting @ Hesse Park	12	13 6:00 pm – IMAC Meeting @ Hesse Park	14 7:30 am—Mayor's Breakfast @ Trump National Golf Club/Golfer's Lounge (Campbell/Dyda)	15 9:30 am–11:00 am – Beginning's Composting Workshop @ Hesse Park (Fireside Room)  10:00 am–11:30 am – Egg Hunt Eggstravaganza @ Ladera Linda
16	17	18 7:00 pm – City Council Meeting @ Hesse Park	19 12:00 pm – Mayor's Lunch @ The Depot (Campbell) 1:30 pm – Sanitation District Meeting (Brooks) 6:00 pm – Preserve Public Forum @ City Hall Community Room - <b>CANCELLED</b>	20 3:00 pm–6:00 pm – Earth Day Celebration @ PV Promenade  7:00 pm – Emergency Preparedness Committee @ City Hall Community Room	21	22 8:00 am–11:00 am – Document Shredding Event @ City Hall Parking Lot
23 10:00 am–12:00 pm – Native Plant Garden Volunteer Event @ PVIC	24 7:00 pm – Traffic Safety Committee @ City Hall Community Room	25 7:00 pm – Planning Commission Meeting @ Hesse Park	26 6:00 pm–8:00 pm – Ladera Lina Park Master Plan Meeting @ Ladera Linda Multi-Purpose Room	27 6:00 pm – PV Transit Authority @ RHE City Hall (Duhovic & Brooks)  6:00 pm – Tentative IMAC Meeting @ Hesse Park	28	29 10:00 am – Docent-Led Hike @ Forrestal Nature Reserve
30						



# May 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	<b>1</b> 4:00 pm – Solid Waste Subcommittee @ City Hall Community Room (Brooks & Misetich)	<b>2</b> 7:00 pm – City Council Meeting @ Hesse Park	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b> 10:00 am – 2:00 pm Happy Pets Healthy People Expo @ City Hall
<b>7</b>	<b>8</b>	<b>9</b> 7:00 pm – Planning Commission Meeting @ Hesse Park	<b>10</b>	<b>11</b> 8:00 am – Peninsula Regional Law Enforcement @ RH City Hall (Brooks & Misetich) 6:00 pm – IMAC Meeting @ Hesse Park	<b>12</b> 7:30 am – Mayor’s Breakfast @ Trump National Golf Club/Golfer’s Lounge (Campbell/Duhovic)	<b>13</b> 8:15 am – Hike With Mayor Campbell – Families Welcome Contact <a href="mailto:campbell.rpv@gmail.com">campbell.rpv@gmail.com</a> for each month’s starting location
<b>14</b>	<b>15</b>	<b>16</b> 7:00 pm – City Council Meeting @ Hesse Park	<b>17</b> 12:00 pm – Mayor’s Lunch @ The Depot (Campbell) 1:30 pm – Sanitation District Meeting (Brooks) 6:00 pm – PV Nature Preserve Subcommittee @ City Hall Community Room (Dyda/Misetich)	<b>18</b> 7:00 pm – Emergency Preparedness Committee @ City Hall Community Room	<b>19</b>	<b>20</b> 10:00 am – 12:00 pm – Docent-Led Hike @ Alta Vicente Reserve
<b>21</b> 10:00 am – 12:00 pm – Native Plant Garden Volunteer Event @ PVIC	<b>22</b> 7:00 pm – Traffic Safety Committee @ City Hall Community Room	<b>23</b> 7:00 pm – Planning Commission Meeting @ Hesse Park	<b>24</b>	<b>25</b>	<b>26</b> 6:00 pm – PV Transit Authority (if necessary for Budget Hearing) @ RHE City Hall (Duhovic & Brooks)	<b>27</b>
<b>28</b>	<b>29</b> <div style="border: 1px solid black; padding: 5px; text-align: center;"> <b>Memorial Day – City Hall Closed</b> </div>	<b>30</b>	<b>31</b>			



# June 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6 7:00 pm – City Council Meeting @ Hesse Park	7	8 6:00 pm – IMAC Meeting @ Hesse Park	9	10 8:15 am – Hike With Mayor Campbell— Families Welcome Contact <a href="mailto:campbell.rpv@gmail.com">campbell.rpv@gmail.com</a> for each month's starting location
11 10:00 am–12:00 pm – Native Plant Garden Volunteer Event @ PVIC	12	13 7:00 pm – Planning Commission Meeting @ Hesse Park	14	15 7:00 pm – Emergency Preparedness Committee @ City Hall Community Room	16 7:30 am—Mayor's Breakfast @ Trump National Golf Club/Golfer's Lounge (Campbell/Dyda)	17 10:00 am–12:00 pm – Docent-Led Hike @ Ocean Trails Reserve
18	19	20 7:00 pm – City Council Meeting @ Hesse Park	21 12:00 pm – Mayor's Lunch @ The Depot (Campbell) 1:30 pm – Sanitation District Meeting (Brooks)	22	23	24
25	26 7:00 pm – Traffic Safety Committee @ City Hall Community Room	27 7:00 pm – Planning Commission Meeting @ Hesse Park	28 6:00 pm – Preserve Public Forum @ City Hall Community Room	29	30	

## 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.  
 \*\*Time Estimates include an hour for the first section of the agenda (Mayor’s Announcements, Public Comments, etc. through the Consent Calendar) and 15 minutes for the last section (Future Agenda Items through Adjournment).

DEPARTMENT	AGENDA SECTION	AGENDA TITLE	ESTIMATED TIME	
<b>May 2, 2017 5:30 PM CITY COUNCIL ADJOURNED REGULAR MEETING</b>				
ADMIN	REGULAR BUSINESS	Interviews for the Civic Center Advisory Committee (10 applications received) - Interview one-half of total applicants		
<b>May 2, 2017 6:00 PM CITY COUNCIL REGULAR MEETING - CLOSED SESSION</b>				
	CLOSED SESSION	NONE SCHEDULED AT THIS TIME		
<b>May 2, 2017 7:00 PM CITY COUNCIL REGULAR MEETING</b>				
	MAYOR ANNOUNCEMENTS	NONE SCHEDULED AT THIS TIME	<b>2:50</b>	<b>HRS:MINS</b>
ADMIN	CONSENT CALENDAR	Minutes	1:00	
FINANCE	CONSENT CALENDAR	Warrant Register		
ADMIN	CONSENT CALENDAR	Records Retention - Finance Dept.		
	PUBLIC HEARING	NONE SCHEDULED AT THIS TIME	0:00	
ADMIN	REGULAR BUSINESS	Consider Update Council Goals and Priorities	0:30	
REC & PARKS	REGULAR BUSINESS	PVIC Lighting and Parking Solutions	0:20	
REC & PARKS	REGULAR BUSINESS	Options for Conqueror Trail Security; Special Event Enforcement Ordinance; Preserve Permitted Uses; Public Drinking Ordinance	1:00	
<b>May 16, 2017 5:30 PM CITY COUNCIL REGULAR MEETING - CLOSED/STUDY SESSION</b>				
ADMIN	REGULAR BUSINESS	Interviews for the Civic Center Advisory Committee (10 applications received) - Interview one-half of total applicants		
	CLOSED SESSION	NONE SCHEDULED AT THIS TIME		
	REGULAR BUSINESS	Study Session		

## TENTATIVE AGENDAS\*\*

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DEPARTMENT	AGENDA SECTION	AGENDA TITLE	ESTIMATED TIME	
<b>May 16, 2017</b>	<b>7:00 PM</b>	<b>CITY COUNCIL REGULAR MEETING</b>	<b>4:10</b>	<b>HRS:MINS</b>
PUBLIC WORKS	MAYOR ANNOUNCEMENTS	Public Works Week Announcement	1:00	
ADMIN	CONSENT CALENDAR	Minutes		
FINANCE	CONSENT CALENDAR	Warrant Register		
PUBLIC WORKS	CONSENT CALENDAR	Consider Initiation of Proceedings for the Annual Levy for the Existing Citywide Landscaping and Lighting Maintenance District (LLMD) for FY 17-18		
PUBLIC WORKS	CONSENT CALENDAR	Consider App. Deed Restrictions Meas. A Funded City Open Space Acquisitions		
PUBLIC WORKS	CONSENT CALENDAR	Consider Options on the Alta Mira Canyon Outlet Improvement Project		
PUBLIC WORKS	CONSENT CALENDAR	Consider Approval of Amendment to the Agreement with Hardy & Harper, Inc. for Roadway Maintenance Services for FY 16-17		
PUBLIC WORKS	CONSENT CALENDAR	Consider Approval of Amendment to the Agreement with All-City Management Services, Inc. for School Crossing Guard Services for FY 17-18		
CDD	CONSENT CALENDAR	In Lieu Park Fee for 30389 PV Drive East Final Parcel Map		
ADMIN	CONSENT CALENDAR	Annual Sheriff Services Agreement		
ADMIN	CONSENT CALENDAR	Revise Bail Schedule		
ADMIN	CONSENT CALENDAR	Records Retention - Public Works Dept.		
ADMIN	REGULAR BUSINESS	IT 5-year Strategic Plan Review	0:20	
ADMIN	REGULAR BUSINESS	Western Ave Cameras	0:30	
PUBLIC WORKS	REGULAR BUSINESS	Lower Hesse Construction Documents	0:20	
FINANCE	REGULAR BUSINESS	Preliminary Budget and CIP Update FY 2017-2018 Presentation	2:00	

## TENTATIVE AGENDAS\*\*

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DEPARTMENT	AGENDA SECTION	AGENDA TITLE	ESTIMATED TIME	
<b>June 6, 2017 6:00 PM CITY COUNCIL REGULAR MEETING - CLOSED SESSION</b>				
	CLOSED SESSION	NONE SCHEDULED AT THIS TIME		
<b>June 6, 2017 7:00 PM CITY COUNCIL REGULAR MEETING 3:30 HRS:MINS</b>				
	MAYOR ANNOUNCEMENTS	NONE SCHEDULED AT THIS TIME	1:00	
ADMIN	CONSENT CALENDAR	Minutes		
ADMIN	CONSENT CALENDAR	Warrant Register		
PUBLIC WORKS	CONSENT CALENDAR	Consider Award of Construction and Construction Engineering Contracts for the Miraleste Drive Arterial Roads Rehabilitation Project		
ADMIN	CONSENT CALENDAR	Semi-annual Border Issues Status Report		
ADMIN	CONSENT CALENDAR	Records Retention - Recreation and Parks Dept.		
FINANCE	PUBLIC HEARING	Preliminary Budget and CIP Update FY 2017-2018 Adoption	0:20	
PUBLIC WORKS	PUBLIC HEARING	Consider Approval of Annual Levy and Assessments for the Existing Citywide Landscaping and Lighting Maintenance District (LLMD) for FY 17-18	0:10	
PUBLIC WORKS	PUBLIC HEARING	Review of EDCO Performance Audit	0:10	
PUBLIC WORKS	PUBLIC HEARING	Review of EDCO Rate Adjustment	0:10	
ADMIN	REGULAR BUSINESS	Consideration of Labor MOU	1:00	
CDD	REGULAR BUSINESS	Code Amendment Initiation Request Easement Agmt	0:20	
CDD	REGULAR BUSINESS	Peafowl Census Report	0:20	

## 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.  
 \*\*Time Estimates include an hour for the first section of the agenda (Mayor’s Announcements, Public Comments, etc. through the Consent Calendar) and 15 minutes for the last section (Future Agenda Items through Adjournment).

DEPARTMENT	AGENDA SECTION	AGENDA TITLE	ESTIMATED TIME	
<b>June 20, 2017 6:00 PM CITY COUNCIL REGULAR MEETING - CLOSED/STUDY SESSION</b>				
	CLOSED SESSION	NONE SCHEDULED		
	REGULAR BUSINESS	Study Session		
<b>June 20, 2017 7:00 PM CITY COUNCIL REGULAR MEETING 2:15 HRS:MINS</b>				
7:00 PM	MAYOR ANNOUNCEMENTS	NONE SCHEDULED AT THIS TIME	1:00	
ADMIN	CONSENT CALENDAR	Minutes		
FINANCE	CONSENT CALENDAR	Warrant Register		
ADMIN	CONSENT CALENDAR	Contract for grant services with Blais & Associates		
PUBLIC WORKS	CONSENT CALENDAR	NOC for Sunnyside Ridge Segment Trail		
PUBLIC WORKS	CONSENT CALENDAR	Second Amendment to MDG Associates Agreement for FY 17/18		
FINANCE	PUBLIC HEARING	Consideration of Final Budget and CIP Update FY 2017-2018 Adoption	0:20	
CDD	PUBLIC HEARING	Overlay district 26919 Western Ave	0:20	
CDD	PUBLIC HEARING	Code Amendment Initiation of City Sign Ordinance	0:15	
ADMIN	REGULAR BUSINESS	Consideration of Labor MOU Adoption	0:20	

# 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.  
 \*\*Time Estimates include an hour for the first section of the agenda (Mayor’s Announcements, Public Comments, etc. through the Consent Calendar) and 15 minutes for the last section (Future Agenda Items through Adjournment).

DEPARTMENT	AGENDA SECTION	AGENDA TITLE	ESTIMATED TIME
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**FUTURE AGENDA ITEMS** - Identified at Council meetings & pending receipt of memo from Councilmember

Request Date:	Requested By:	Item:

**FUTURE AGENDA ITEMS AGENDIZED OR OTHERWISE BEING ADDRESSED** 0:15

Request Date:	Requested By:	Item:	Agendized Date:
3/7/2017	Brooks	Public Drinking Ordinance	5/2/2017
3/7/2017	Brooks	Special Events Permit Enforcement Ordinance	5/2/2017
3/7/2017	Brooks	Preserve Permitted Uses	5/2/2017



PVPtv Cox 35 / FIOS 39 Programming Schedule Guide  
 Schedule - 04/16/17 - 04/22/17

	Sunday 04/16	Monday 04/17	Tuesday 04/18	Wednesday 04/19	Thursday 04/20	Friday 04/21	Saturday 04/22
6:00 AM - 6:30 AM							
6:30 AM - 7:00 AM							
7:00 AM - 7:30 AM	The City of Rancho Palos Verdes Planning Commission Meeting April 11th, 2017	The City of Rancho Palos Verdes Planning Commission Meeting April 11th, 2017	The City of Rancho Palos Verdes Planning Commission Meeting April 11th, 2017	The City of Rancho Palos Verdes Planning Commission Meeting April 11th, 2017	The City of Rancho Palos Verdes City Council Meeting April 18th, 2017	The City of Rancho Palos Verdes City Council Meeting April 18th, 2017	The City of Rancho Palos Verdes City Council Meeting April 18th, 2017
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 - 10:30 AM							
10:30 AM - 11:00 AM							
11:00 AM - 11:30 AM	The City of Rancho Palos Verdes Planning Commission Meeting April 11th, 2017	The City of Rancho Palos Verdes Emergency Preparedness Committee (EPC) – LA County Sanitation District	The City of Rancho Palos Verdes Emergency Preparedness Committee (EPC) – LA County Sanitation District	The City of Rancho Palos Verdes Emergency Preparedness Committee (EPC) – LA County Sanitation District	The City of Rancho Palos Verdes Emergency Preparedness Committee (EPC) – LA County Sanitation District	The City of Rancho Palos Verdes Emergency Preparedness Committee (EPC) – LA County Sanitation District	The City of Rancho Palos Verdes Planning Commission Meeting April 11th, 2017
11:30 AM - 12:00 PM							
12:00 PM - 12:30 PM							
12:30 PM - 1:00 PM							
1:00 PM - 1:30 PM							
1:30 PM - 2:00 PM							
2:00 PM - 2:30 PM							
2:30 PM - 3:00 PM							
3:00 PM - 3:30 PM	The City of Rancho Palos Verdes Emergency Preparedness Committee (EPC) – LA County Sanitation District	Palos Verdes Library District Board of Trustees Meeting	The City of Rancho Palos Verdes Emergency Preparedness Committee (EPC) – LA County Sanitation District	The City of Rancho Palos Verdes Emergency Preparedness Committee (EPC) – LA County Sanitation District	The City of Rancho Palos Verdes Emergency Preparedness Committee (EPC) – LA County Sanitation District	The City of Rancho Palos Verdes Emergency Preparedness Committee (EPC) – LA County Sanitation District	The City of Rancho Palos Verdes Emergency Preparedness Committee (EPC) – LA County Sanitation District
3:30 PM - 4:00 PM							
4:00 PM - 4:30 PM							
4:30 PM - 5:00 PM							
5:00 PM - 5:30 PM							
5:30 PM - 6:00 PM							
6:00 PM - 6:30 PM	Palos Verdes Peninsula Coordinating Council						
6:30 PM - 7:00 PM							
7:00 PM - 7:30 PM	The City of Rolling Hills Estates City Council Meeting - April 11th, 2017	The Palos Verdes Peninsula Unified School District (PVPUSD) Board of Education Meeting, March 9th 2017	LIVE - The City of Rancho Palos Verdes City Council Meeting April 18th, 2017	The City of Rolling Hills Estates City Council Meeting - April 11th, 2017	The City of Rancho Palos Verdes City Council Meeting April 18th, 2017	The City of Rolling Hills Estates City Council Meeting - April 11th, 2017	The City of Rancho Palos Verdes City Council Meeting April 18th, 2017
7:30 PM - 8:00 PM							
8:00 PM - 8:30 PM							
8:30 PM - 9:00 PM							
9:00 PM - 9:30 PM							
9:30 PM - 10:00 PM							
10:00 PM - 10:30 PM							
10:30 PM - 11:00 PM							
11:00 PM - 11:30 PM	Community Announcements	Community Announcements		Community Announcements	Community Announcements	Community Announcements	Community 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 2017

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
12/27/2016	1/3/2017	Smart Procure	PRA for PO Vendor Info	1/3/2017 Accounting Tech Amundson provided info. Completed.
1/7/2017	1/7/2017	Bill West	PRA for attorney contracts and statements	1/16/17 DCC Takaoka sent response to requestor. Awaiting payment.
1/12/2017	1/12/2017	Center for Contract Compliance (Nick Santos)	PRA for certified payroll documents for the Pro Tech Engineering Corporation - Hawthorne Blvd. Signal Synchronization Project	1/23/17 Admin Asst. Zweizig sent email response with responsive documents. 14 day extension letter sent for remaining documents. 2/6/17 Admin Asst. Zweizig responded. Completed.
1/13/2017	1/13/2017	Center for Contract Compliance (Nick Santos)	PRA for Portuguese Bend Landslide Dewatering Wells	1/19/17 DCC Takaoka responded- completed.
1/12/2017	1/13/2017	Law Office Lisa Herzog	PRA for Willdan documents	01/16/2017 AAll Cloke sent response re Request No. 1. 01/18/2017 AAll Cloke sent 14 day extension letter. 2/2/2017 AAll Cloke sent letter to requestor with date the documents (request nos. 2 & 3) will be ready for review. 2/6/2017 PWDD Jules notified the City Clerk's office that we have no responsive documents to this request. AAll Cloke sent letter to requester. Completed.
1/17/2017	1/17/2017	Matt Pearce	PRA for Trump National Golf Course golf tax	1/25/17 DCC Takaoka responded. Completed.
1/23/2017	1/23/2017	Valencia Harkless (CA Department of Industrial Relations)	PRA for copies of any building permits for the residence: 30437 Rhone Drive	2/1/17 DCC Takaoka responded to requestor. Awaiting payment.
1/26/2017	1/26/2017	Center for Contract Compliance (Marisol Hernandez)	PRA for Abalone Cove Sewer System Cleaning and Inspection	1/31/17 Admin Asst. Zweizig responded. Completed.
1/26/2017	1/26/2017	Center for Contract Compliance (Nick Santos)	PRA for Southwest Pipeline and Trenchless Corp and Performance Pipeline Technologies	1/26/17 ACC Takaoka sent PRA to Public Works Dept for their review and action. 2/6/2017 ACE Eder found Southwest (Performance Pipeline) needs additional time. AAll Cloke sent 14-day extension letter. 2/22/2017 AAll Cloke sent second letter extending time to respond. 2/28/2017 AAll Cloke emailed records. Completed.
1/27/2017	1/27/2017	North American Procurement Council	PRA AB Cove Sewer Manhole Rehab Fy 16-17 bid docs	1/27/17 Asst Mitchell responded. Completed.
1/30/2017	1/30/2017	Roberto Ortega (Farmers Insurance)	PRA for Construction Permits from 2003-2004 for AIN 7581004020	2/8/2017 CDD responded. AAll Cloke emailed records to requestor. Completed.
2/3/2017	2/3/2017	Latham & Watkins	PRA for docs from Baron & Budd; Port of Long Beach	2/13/17 DCC Takaoka responded. Completed.

PUBLIC RECORDS ACT REQUESTS - TRACKING LOG 2017

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
2/8/2017	2/8/2017	Accutrend Data Corporation (Colin Yost)	PRA for List of NewBusiness Licenses Filed in January 2017	2/15/2017 AAll Cloke responded. Completed.
2/13/2017	2/13/2017	Carl Sheriff PE Michael Johnson	PRA for docs and plans as related to 6510 Ocean Crest Drive	2/15/2017 AAll Cloke sent CDD response. Completed. 2/27/17 resent docs using dropbox. Completed.
2/13/2017	2/15/2017	Jeanetta Wright	PRA for residential code enforcement violations written between 1/1/2016 and 2/13/2017.	2/15/2017 AAll Cloke request forwarded to CDD Director Mihranian. 2/27/17 DCC Takaoka responded. Completed.
2/23/2017	2/23/2017	Professional Finders	PRA for Uncashed checks/ bonds etc	3/6/17 DCC Takaoka responded. Completed.
2/23/2017	2/23/2017	SBA Alyssa Frank	PRA copies of plans for cell site tower	2/23/17 DCC Takaoka responded. Completed.
3/8/2017	3/8/2017	California River Watch	PRA for record relating to RPV Sewer Collection	3/13/17 City Atty is responding to the requestor
3/6/2017	3/6/2017	Matt Pearce LA Times	PRA for Film permits at Trump National	3/6/17 Senior Admin Analyst Fox responded. Completed.
3/6/2017	3/7/2017	Dennis Romero LA Weekly	PRA for records/contracts for affordable housing Trump National	3/15/17 DCC Takaoka responded. Completed. DCC Takaoka left two messages seeking clarification on latest voicemail- to date no response.
3/10/2017	3/10/2017	Lisa Herzog	PRA for Notices of Completion for Anderson-Penna Partners, Inc.	3/13/17 Admin Asst. Zweizig responded. Completed.
3/13/2017	3/13/2017	Bill Crawford	PRA for a copy of the Traffic Control Plan and the associated Encroachment Permit associated with the Edison work being performed today, March 13, 2017, on Sauna Street/Drive off of Miraleste Drive	3/23/17 Admin Asst. Zweizig responded. Completed.
3/15/2017	3/15/2017	Brian Tseng	PRA for all building permits and records for 3726 Coolheights Drive, RPV.	3/16/2017 CDD provided responsive records. AAll Cloke forwarded to Mr. Tseng via email. Complete.
3/16/2017	3/16/2017	Robert Davis (BuildZoom)	PRA for REPORT of all building permits processed by department to date. Requests REPORT covers last 10 years at a minimum.	3/16/2017 AAll Cloke forwarded request to CDD.
3/16/2017	3/16/2017	Center for Contract Compliance (Marisol Hernandez)	PRA for Palos Verdes Drive East Traffic Safety Guardrails Project	3/21/17 Asst. Engineer Carrasco responded. Complete.
3/17/2017	3/17/2017	Linda Albertoni	PRA for a certified copy of Municipal Code Section 17.76.040	3/17/17 Admin Asst. Zweizig responded. Completed.
3/24/2017	3/24/2017	Accutrend Data Corporation (Colin Yost)	PRA for List of NewBusiness Licenses Filed in January 2017	3/30/2017 Acct Supervisor Ramos provided data. AAll Cloke responded. Completed.

PUBLIC RECORDS ACT REQUESTS - TRACKING LOG 2017

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
9/22/2016	3/28/2017	Law Office of Lisa Herzog	PRA for Anderson Penna Partners, Inc (APP) certified payroll documents. (Also requested Contracts, Invoices, and Checks. This portion is complete.)	3/27/2017 Herzog Check (\$13.25) to APP received. 3/28/2017 Herzog Check mailed to APP Attorney Morris Polich & Purdy LLP.
3/28/2017	3/28/2017	Bill Crawford	PRA for plans, permits, and any and communications associated with Southern California Edison for work performed on March 28, 2017 on Kingsridge Drive.	4/6/2017 Asst. Engineer Carrasco responded. Complete.
3/27/2017	3/29/2017	Alfredo Roman (Dept. of Industrial Relations - Div. of Labor Standards Enforcement)	PRA for Portuguese Bend Landslide Dewatering Wells	4/3/17 Asst Engineer Flannigan responded. Completed.
	3/31/2017	Center for Contract Compliance Marisol Hernandea	PRA for Sewer Manhole Rehabilitation FY 16/17	4/5/17 Asst Engineer Carrasco responded. Completed.
4/4/2017	4/4/2017	Noel Weills	PRA for indemnity Agreement Green Hills (amounts paid)	
4/4/2017	4/7/2017	Lisa Herzog	PRA Willdan Engineering On-Call Traffic Engineering	
4/4/2017	4/4/2017	SmartProcure	PRA PO Vendor Information	4/12/17 DCC Takoka responded. Completed.
4/5/2017	4/5/2017	John Cruikshank	List of all City current city contractors for all departments including contact information.	
4/7/2017	4/7/2017	Alyssa Frank for SBA Communications	PRA for Site Plans, Permits, Applications to construct brand new Wireless Communication Towers SINCE 2/1/2017.	
4/10/2017	4/10/2017	Accutrend Data Corporation (Bela Christensen)	Business licenses filed in March 2017	
4/10/2017	4/10/2017	Robert Fellner (records@transparentcalifornia.com)	RPV Employee Compensation Report for 2016	



CITY OF RANCHO PALOS VERDES  
**OFFICIAL NEWS RELEASE**

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FOR IMMEDIATE RELEASE

**MARCH 13, 2017**

**CONTACT: CITY CLERK'S OFFICE**

**TELEPHONE NUMBER: 310 544-5217**

**E-MAIL: [CITYCLERK@RPVCA.GOV](mailto:CITYCLERK@RPVCA.GOV)**

**RECRUITMENT TO FILL SEATS ON THE CITY OF RANCHO PALOS VERDES POINT VICENTE PARK/CIVIC CENTER ADVISORY COMMITTEE**

The City of Rancho Palos Verdes has begun the recruitment process for the newly-formed Point Vicente Park/Civic Center Advisory Committee. The City's Advisory Committees generally have five to seven members. These are volunteer non-paying positions.

Point Vicente Park/Civic Center Advisory Committee

The potential scope and community importance of the Civic Center Master Plan merits the formation of a citizen's advisory committee. The guidance, advice, and expertise of a cross-section of informed and motivated residents would be of great value as this process moves forward. Advisory committee members would play a vital role in the remainder of the public outreach process, financial analysis, layout/boundary concerns, conceptual design, and other issues. The Committee will meet on a monthly basis, typically the 4<sup>th</sup> Thursday of the month, at 7:00 P.M. in the Community Room at City Hall, with authorization for staff to cancel unnecessary monthly meetings after conferring with the Chair.

Those interested in applying must submit an application to the City Clerk's Office by 4:30 p.m. on

Friday, April 14, 2017. To be considered for appointment, an applicant must be a resident of the City of Rancho Palos Verdes. An application for appointment can be requested from the City Clerk's Office, City Hall, 30940 Hawthorne Boulevard, Rancho Palos Verdes, CA 90275, telephone number (310) 544-5217 or downloaded from the City's website at the following web address: <http://www.rpvca.gov/150/6911/Advisory-Board-Recruitment>. Interviews with the City Council are anticipated to take place on May 2, 2017 prior to the regularly-scheduled City Council Meeting. The City Clerk's Office will confirm the date and time of the interviews with the applicants.

END

April 4, 2017

Betty T. Yee, Chair  
California State Lands Commission  
100 Howe Ave., Ste. 100 South  
Sacramento, CA 95825

**SUBJECT: Objection to Granting Lease for Palos Verdes Reef Restoration Project**

Dear Chair Yee and Members of the State Lands Commission:

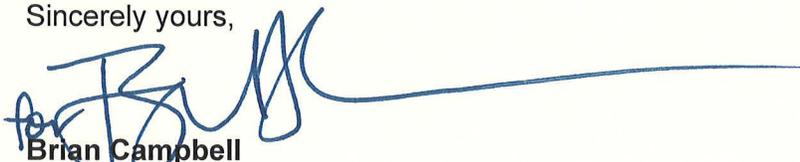
On behalf of the Rancho Palos Verdes City Council and our residents, I wish to respectfully express our opposition to the granting of a lease for the Palos Verdes Reef Restoration Project, which we understand will be appearing on the Commission's agenda on April 20, 2017. Our City Council had expected to express our objections in comments on the related Negative Declaration for the project, but were unable to do so timely due to the unexpected cancelation of our March 21, 2017, meeting.

The City of Rancho Palos Verdes is supportive of the goal of the project to restore recreational and commercial fishing resources that were destroyed by the dumping of DDTs and PCBs in the waters off the Palos Verdes Peninsula in the 1940s through 1970s. In 2011, our City Council expressed conceptual support for such a project. However, we do not support the project at its proposed location just over a quarter-mile offshore from the City's Founders Park and Rancho Palos Verdes Beach.

The location of the proposed reef is only a short distance downcoast from the toe of the active Portuguese Bend Landslide. It is primarily the silt and sediment from this landslide that has covered the reef that this project seeks to restore. However, the proposed project will do nothing to stop or redirect this downcoast flow of silt and sediment, which will likely result in any restored reef being quickly covered before any self-sustaining fishing habitat can be re-established. Furthermore, we question the wisdom of re-establishing fishing habitat in such close proximity to the DDT- and PCB-laden sediments that lie not much further off our City's coastline.

We urge the Commission to reject the proposed lease agreement, and to direct the applicant to work with environmental advocacy groups and affected local communities to develop a more effective and acceptable project.

Sincerely yours,



**Brian Campbell**  
Mayor

cc: Rancho Palos Verdes City Council  
Doug Willmore, City Manager  
Gabiella Yap, Deputy City Manger  
Kit Fox, Senior Administrative Analyst  
MSRP Trustees

## **Staff Report**

**April 12, 2017**

### **Agenda Item No. 7.b.**

#### **Municipal Service Review (MSR) and Sphere of Influence (SOI) Update for the Recreation and Park Districts (RPDs) (Miraleste Recreation and Park District, Ridgecrest Ranchos Recreation and Park District, and Westfield Recreation and Park District)**

##### Executive Summary

Municipal Service Reviews and Sphere of Influence updates have been conducted for the three cemetery districts in the County. **Staff recommends retaining the existing SOI boundaries for the Miraleste Recreation and Park District (Miraleste RPD) and the Westfield Recreation and Park District (Westfield RPD). Staff also recommends retaining the existing SOI boundaries for the Ridgecrest Ranchos Recreation and Park District, and, further, directing staff to continue its dialogue with, and/or make itself available to, representatives of the District and the City of Rancho Palos Verdes, to determine the potential feasibility of the City assuming District responsibilities, and associated timing, and report back to the Commission at a future date.**

Given the small size of the Miraleste Recreation and Park District; the limited scope of facilities and services it provides; and the fact that District representatives have no plans for infrastructure replacement and upgrades, nor plans to increase future service capacity, nor plans to file any future reorganization proposals (i.e., annexations), staff recommends that the Commission retain the existing Coterminous SOI for the Miraleste Recreation and Park District

Given the small size of the Westfield Recreation and Park District; the limited scope of facilities and services it provides; and the fact that District representatives have no plans for infrastructure replacement and upgrades, nor plans to increase future service capacity, nor plans to file any future reorganization proposals (i.e., annexations), staff recommends that the Commission retain the existing Coterminous SOI for the Westfield Recreation and Park District

With respect to the Ridgecrest Ranchos RPD, the District's board of directors has asked LAFCO to postpone consideration of a dissolution for the next year. In the future, and should staff determine that a transfer of service responsibility and associated property tax revenues is feasible, staff would likely return with a future recommendation that the Commission adopt a Zero Sphere of Influence ("Zero SOI") for the District, initiate the dissolution of the District, transfer those property tax revenues currently going to the District to the City, and/or the potential formation of a subsidiary district. Under any of these options, staff would recommend Commission actions to ensure that service responsibilities and associated property tax revenues would be concurrently assumed by the City of Rancho Palos Verdes.

### Miraleste Recreation and Park District

The Miraleste Recreation and Park District (“Miraleste RPD” or “District”) was formed on June 14, 1940. The boundaries of the Miraleste RPD include 390 parcels, 375 homes, covering 350 acres, with a population of approximately 925 people, all within the City of Rancho Palos Verdes.

The District is governed by a five-member board of directors which meets at 7:30 p.m. on the first Monday of every other month (even months). Board-members run for office or are appointed “in-lieu” (when the number of candidates who filed to run for the board is the same as the number of open board positions) by the Los Angeles County Board of Supervisors.

The District owns and maintains approximately 40 acres of undeveloped canyon areas, parks, and trails in the Miraleste neighborhood of the City of Rancho Palos Verdes.

The Commission established a Coterminous Sphere of Influence (SOI) for the District on November 9, 1983. The Commission reconfirmed the Coterminous SOI on June 23, 2004.

### Ridgecrest Rancho Recreation and Park District

The Ridgecrest Rancho Recreation and Park District (“Ridgecrest Rancho RPD” or “District”) was formed on November 13, 1961.

The boundaries of the Ridgecrest Rancho RPD include 110 parcels, 107 homes, covering 70.4 acres, with a population of approximately 315 people, all within the City of Rancho Palos Verdes.

The District is governed by a five-member board of directors. Board-members run for office or are appointed “in-lieu” (when the number of candidates who filed to run for the board is the same as the number of open board positions) by the Los Angeles County Board of Supervisors. The District’s Board meets on a quarterly basis at a local library on the first Tuesday in January, April, July, and September.

The District owns and maintains 0.78 acres of vacated former right-of-way along the Crenshaw Boulevard frontage of the Crestridge neighborhood. The District’s properties are in distinct and separate locations along Crenshaw Boulevard, both north and south of Crestridge Road (see Exhibit 4 on Page 17). According to District representatives, the District has no employees nor contractors.

The Commission established a Zero Sphere of Influence (SOI) for the District on October 26, 1983; the Commission adopted a Coterminous SOI on June 23, 2004.

### Westfield Recreation and Park District

The Westfield Recreation and Park District (“Westfield RPD” or “District”) was formed in 1957.

The boundaries of the Westfield RPD include 306 parcels, 304 homes, covering 198.4 acres, with a population of approximately 800 people, all within County unincorporated territory adjoining the City of Rolling Hills (to the south and southeast), unincorporated territory (to the north), and the City of Rolling Hills Estates (to the northeast and northwest).

The District is governed by a five-member board of directors who serve without compensation. Board-members serve terms of four years and there are no term limits. Board-members run for office or are appointed “in-lieu” (when the number of candidates who filed to run for the board is the same as the number of open board positions) by the Los Angeles County Board of Supervisors.

The Board normally meets on the third Thursday of the month at 7:00 p.m. at the Rolling Hills Estates George F. Canyon Nature Center.

The District landscapes and maintains trails, a tennis court, and an equestrian ring. According to District representatives, the District has no employees nor contractors; landscape/maintenance of the District facilities is provided by outside vendors.

The Commission established a Zero Sphere of Influence (SOI) for the District on October 26, 1983; the Commission adopted a Coterminous SOI on June 23, 2004.

### Recreation and Park Districts Draft SOI Determinations

Since 1971, LAFCOs have been required to develop and adopt a Sphere of Influence (SOI) for each city and special district. Government Code Section 56076 defines an SOI as “a plan for the probable physical boundaries and service area of a local agency, as determined by the Commission.”

Developing SOIs is central to the Commission’s purpose. As stated in Government Code Section 56425:

“In order to carry out its purposes and responsibilities for planning and shaping the logical and orderly development and coordination of local governmental agencies subject to the jurisdiction of the commission to advantageously provide for the present and future needs of the county and its communities, the Commission shall develop and determine the Sphere of Influence of each city and each special district, as defined by Section

56036, within the county and enact policies designed to promote the logical and orderly development of areas within the sphere.”

Section 56425(g) further requires that the Commission review and update SOIs “every five years, as necessary.”

Pursuant to Section 56425(e), the Commission is required to “consider and prepare a written statement of its determinations” prior to adopting or updating an SOI. Staff has prepared the following recommended SOI determinations for the Miraleste Recreation and Park District, the Ridgecrest Ranchos Recreation and Park District, and the Westfield Recreation and Park District.

#### **Miraleste Recreation and Park District**

- A. Present and planned land uses in the area: Territory within the Miraleste Recreation and Park District consists of developed single-family dwellings and recreational uses.
- B. Present and probable need for public facilities and services in the area: Local residents in the Palos Verdes Peninsula cities and unincorporated neighborhoods benefit from active recreational opportunities (trails) as well as the viewsheds afforded by permanent open space. The general public’s present and probable needs for the types of public facilities acquired, operated, and maintained by the District will continue indefinitely.
- C. Present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide: In combination with similar facilities operated by other local public agencies, the existing trails and open space areas operated and maintained by the District are adequate to serve the relatively low-density population in the Palos Verdes Peninsula.
- D. Existence of any social or economic communities of interest: There are no significant social or economic communities of interest.
- E. Present and probable need for public facilities or services related to sewers, municipal and industrial water, and structural fire protection for any disadvantaged unincorporated communities within the existing and proposed SOI: There are no unincorporated communities, and therefore no DUCs, within or adjacent to the Miraleste RPD and its SOI.

These recommended SOI determinations for the Miraleste Recreation and Park District are addressed in Section 2 (Pages 3-4) of the attached Resolution Making Determinations No. 2017-00RMD.

### **Ridgecrest Ranchos Recreation and Park District**

- A. Present and planned land uses in the area: Territory within the Ridgecrest Ranchos Recreation and Park District consists of developed single-family dwellings, entryway signage and landscaping, and public rights-of-way.
- B. Present and probable need for public facilities and services in the area: Residents of the Crestridge neighborhood, as well as visitors benefit from the entryway signage and landscaping maintained by the District. The entryway serves as a gateway to the Crestridge neighborhood and assists visitors attempting to locate this community. The general public's present and probable needs for these public facilities, and the associated benefits, will continue indefinitely.
- C. Present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide: The entryway signage and landscaping adequately provide a gateway to the Crestridge neighborhood and assist visitors attempting to locate this community.
- D. Existence of any social or economic communities of interest: There are no significant social or economic communities of interest.
- E. Present and probable need for public facilities or services related to sewers, municipal and industrial water, and structural fire protection for any disadvantaged unincorporated communities within the existing and proposed SOI: There are no unincorporated communities, and therefore no DUCs, within or adjacent to the Ridgecrest Ranchos RPD and its SOI.

These recommended SOI determinations for the Ridgecrest Ranchos Recreation and Park District are addressed in Section 2 (Pages 3-4) of the attached Resolution Making Determinations No. 2017-00RMD.

### **Westfield Recreation and Park District**

- A. Present and planned land uses in the area: Territory within the Westfield Recreation and Park District consists of developed single-family dwellings and recreational uses.
- B. Present and probable need for public facilities and services in the area: Local residents in the Palos Verdes Peninsula cities and unincorporated neighborhoods benefit from active recreational opportunities (trails, tennis courts and equestrian ring) as well as the viewsheds afforded by permanent open space. The general

public's present and probable needs for the types of public facilities acquired, operated, and maintained by the District will continue indefinitely.

- C. Present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide: In combination with similar facilities operated by other local public agencies, the existing trails, tennis courts and equestrian ring operated and maintained by the District are adequate to serve the relatively low-density population in the Palos Verdes Peninsula.
- D. Existence of any social or economic communities of interest: There are no significant social or economic communities of interest.
- E. Present and probable need for public facilities or services related to sewers, municipal and industrial water, and structural fire protection for any disadvantaged unincorporated communities within the existing and proposed SOI: There are no unincorporated communities, and therefore no DUCs, within or adjacent to the Westfield RPD and its SOI.

These recommended SOI determinations for the Westfield Recreation and Park District are addressed in Section 2 (Pages 3-4) of the attached Resolution Making Determinations No. 2017-00RMD.

### **Recreation and Park Districts Draft MSR Determinations**

In order to prepare and to update a district SOI, the Commission is required, pursuant to Section 56430, to conduct a review of the municipal services in that particular district, and, further, to "consider and prepare a written statement of its determinations." Staff has prepared the following recommended MSR determinations for the Miraleste Recreation and Park District, the Ridgecrest Ranchos Recreation and Park District, and the Westfield Recreation and Park District.

#### **Miraleste Recreation and Park District**

##### **Population Projections:**

- Territory within the Miraleste Recreation and Park District consists of developed single-family dwellings and recreational uses; the population is unlikely to grow significantly in the foreseeable future.

*Disadvantaged Unincorporated Communities:*

- There is no impact upon the location and characteristic of any Disadvantaged Unincorporated Communities (DUCs) because there are no DUCs within or adjacent to the Miraleste RPD and its Coterminous SOI.

*Present and Planned Capacity of Public Facilities:*

- Given the nature of facilities which the District manages, a relatively stable population, and predominant usage by local residents within the Palos Verdes peninsula, the present and planned capacity of public facilities is adequate.

*Financial Ability of Agencies to Provide Services:*

- The District appears to be managing limited finances reasonably well and keeping expenditures in line with revenues.
- The District should continue to maintain emergency reserves of fifteen percent (15%) of its overall budget.

*Status of, and Opportunities for, Shared Facilities:*

- There are no apparent opportunities to share facilities with other agencies.

*Accountability for Community Service Needs:*

- The District should continue to conduct open and posted board meetings every other month (even months).
- District representatives should devote resources to overhauling its website, in an effort to provide more readily-available information in an on-line format.

*Other Matters:*

No Additional Determinations:

These recommended MSR determinations for the Miraleste Recreation and Park District are addressed in Chapter Three (Pages 11-13) of the attached Draft Recreation and Park Districts Municipal Service Review.

The Miraleste Recreation and Park District's Existing Coterminous SOI was established on November 9, 1983. On June 23, 2004, the Commission reconfirmed the Coterminous SOI in the course of adopting the Miscellaneous Government Services Municipal Service Review. Given the small size of the District; the limited scope of facilities and services it provides; and the fact that District representatives have no plans for infrastructure replacement and upgrades, nor plans to increase future service capacity, nor plans to file any future reorganization proposals (i.e., annexations), staff recommends that the Commission retain the existing Coterminous SOI for the Miraleste Recreation and Park District.

### **Ridgecrest Ranchos Recreation and Park District**

#### Population Projections:

- Territory within the Ridgecrest Ranchos Recreation and Park District consists of developed single-family dwellings and public rights-of-way; the population is unlikely to grow significantly in the foreseeable future.

#### Disadvantaged Unincorporated Communities:

- There is no impact upon the location and characteristic of any Disadvantaged Unincorporated Communities (DUCs) because there are no DUCs within or adjacent to the Ridgecrest Ranchos RPD and its Coterminous SOI.

#### Present and Planned Capacity of Public Facilities:

- Given the nature of facilities which the District manages, a relatively stable population, and predominant usage by local residents within the Palos Verdes peninsula, the present and planned capacity of public facilities is adequate.

#### Financial Ability of Agencies to Provide Services:

- Over the recent few years, the District's revenues and expenditures seem to be reasonably correlated, with modest fluctuations.
- It is not clear whether there exists any long-term infrastructure needs or necessary capital improvements required to continue providing landscaping maintenance in the long-term.

#### Status of, and Opportunities for, Shared Facilities:

- There are no apparent opportunities to share facilities with other agencies.

Accountability for Community Service Needs:

- The District should continue to conduct open and posted board meetings on a quarterly basis.
- District representatives should consider establishing a website in order to provide more information to the public in an on-line format.

Other Matters:

No additional determinations.

These recommended MSR determinations for the Ridgecrest Ranchos Recreation and Park District are addressed in Chapter Three (Pages 19-21) of the attached Draft Recreation and Park Districts Municipal Service Review.

Discussion/Analysis

Amongst the service obligations, and geographic territory served, by the 53 independent special districts in Los Angeles County, the Ridgecrest Ranchos RPD has relatively limited responsibilities. The geographic area of responsibility is less than one acre; within that area, the District provides one service, which is to maintain existing landscaping.

All public agencies have certain unavoidable expenditures, including, but not limited to, the preparation and posting of agendas; retaining staff or vendors to perform work; commissioning of annual audits by a third party; and providing information to other public agencies and the public; and related expenses. In addition to these tangible expenditures, it is also reasonable to consider the time, effort, and commitment expended by board-members in volunteering to serve, and the associated responsibilities to attend meetings, formulate budgets, manage contractors, and so forth.

**The issue this presents for the Commission (LAFCO) is one of service efficiency and governance: is it within the public interest for the District to continue providing these services, or would it be more efficient and cost-effective for these services be provided by another public agency? In this particular case, the geographic area in which the District maintains landscaping, and the boundaries of the entire district, are within the City of Rancho Palos Verdes (City). In this regard, the only other likely service provider is the City itself.**

The first issue associated with a change in service providers is whether the City of Rancho Palos Verdes has the ability to assume the services currently performed by the District. Landscape maintenance is a relatively routine service performed by most cities, and financial information

available to LAFCO suggests that the City could easily assume these functions currently provided by the District. The City's 2014-2015 Comprehensive Annual Financial Report identifies \$27.8 million in expenditures for primary government activities, \$1.7 million dedicated to parks and recreation, and \$1.89 million in capital outlays for parks/trails/open space improvements.<sup>29</sup> The City currently receives 37% of its revenue from property taxes.<sup>30</sup> Further, the City is actively involved in a number of programs to acquire new open space, parks, and trails; to improve existing facilities, such as recent projects at Abalone Cove Shoreline Park and Ryan Park; and implement long-term master planning efforts, like updating the Parks Master Plan.<sup>31</sup>

Staff's initial review suggests that the City's assumption of responsibilities currently performed by the District, along with the associated transfer of the share of property taxes currently allocated to the District, would have a nominal effect on overall City operations. It would, further, eliminate the need for District elections (or in-lieu appointments), board meetings, posting of agendas, vendors under contract to the District, and the hiring of a certified public accountant to prepare annual audits. Given the modest amount of property tax received by the District, it does not seem prudent to expend these funds on audits, meetings, and regulatory compliance rather than the delivery of services; in that regard, the proposed change in service provides potentially represents a more efficient delivery of government service.

### Outreach

On November 16, 2016, LAFCO staff transmitted a copy of the Draft MSR to members of the Ridgecrest Ranchos RPD board of directors, staff of the City of Rancho Palos Verdes, and Los Angeles County Supervisor Don Knabe. Since then, LAFCO staff has communicated with several of the district's board-members, City of Rancho Palos Verdes staff, and staff of Los Angeles County Supervisors Don Knabe (who formerly represented this area) and Los Angeles County Supervisor Janice Hahn (who currently represents this area).

On December 20, 2016, Rancho Palos Verdes Mayor Brian Campbell sent a letter to LAFCO concerning the Draft MSR and preliminary staff recommendations (copy attached), which includes the following paragraph on Page 2 of the letter:

"The City appreciates that LAFCO is charged with the duty to assess the efficiency and efficacy of the delivery of municipal services by special districts. It seems clear that, due to the limited size, real property holdings and maintenance responsibility of the District, it may now be more efficient and effective for these responsibilities to be assumed by the City. However, the City also respects the authority of the District as an independent agency that has provide services to its residents since before the City incorporated in 1973. Therefore, the City is open to considering the [preliminary] recommendation to adopt a Zero SOI for the District and to assume the

District's responsibilities, providing that the District does not object to such action." [Emphasis added]

On March 14, 2017, LAFCO staff, along with a representative of the City of Rancho Palos Verdes, met with the Ridgecrest Ranchos Park & Recreation District Board of Directors. Although the parties engaged in a candid discussion of the advantages and disadvantages of a dissolution, but no decision was reached by the board-members present in terms of the preliminary staff recommendations in the Draft MSR.

A week after the meeting, a board-member contacted LAFCO staff, and stated that the board would like to hold off on any further discussion of a district dissolution for the next year or so. The district's board is about to move forward with a project to reconstruct the existing monument walls and signage, which is expected to take several months. Additionally, the board is currently short a fifth member, due to an unexpected resignation. The director indicated that the board would like to complete their project, await the election of a new fifth director, and then proceed with further conversations with City and LAFCO representatives. Should the District decide to support a dissolution, there are some terms and conditions it would like to have all parties consider, and secure certain guarantees from the City concerning future maintenance obligations and responsibilities.

Given these considerations, the Commission may wish to consider two (2) actions:

1. Retain the existing Coterminous Sphere of Influence ("Coterminous SOI") for the District, wherein the service obligations and allocation of property tax revenues would not change. Service responsibilities and property tax revenues would remain with the District; and
2. Direct staff to continue its dialogue with, and/or make itself available to, representatives of the District and the City of Rancho Palos Verdes, to determine the potential feasibility of the City assuming District responsibilities, and associated timing, and report back to the Commission at a future date.

With respect to the second option, above, staff notes that it could lead to a future recommendation that the Commission adopt a Zero Sphere of Influence ("Zero SOI") for the District, initiate the dissolution of the District, transfer those property tax revenues currently going to the District to the City, and/or the potential formation of a subsidiary district. Under any of these options, staff would recommend Commission actions to ensure that service responsibilities and associated property tax revenues would be concurrently assumed by the City of Rancho Palos Verdes

## **Westfield Recreation and Park District**

### Population Projections:

- Territory within the Westfield Recreation and Park District consists of developed single-family dwellings, recreational uses, and public rights-of-way; the population is unlikely to grow significantly in the foreseeable future.

### Disadvantaged Unincorporated Communities:

- There is no impact upon the location and characteristic of any Disadvantaged Unincorporated Communities (DUCs) because there are no DUCs within or adjacent to the Westfield RPD and its Coterminous SOI.

### Present and Planned Capacity of Public Facilities:

- Given the nature of facilities which the District manages, a relatively stable population, and predominant usage by local residents within the Palos Verdes Peninsula, the present and planned capacity of public facilities is adequate.

### Financial Ability of Agencies to Provide Services:

- On an ongoing basis, the District appears to be managing limited finances reasonably well and keeping expenditures in line with revenues.
- The District should initiate a strategic planning effort to establish a capital improvement program, and an associated funding plan, to address deferred maintenance and the replacement of the District's infrastructure.

### Status of, and Opportunities for, Shared Facilities:

- There are no apparent opportunities to share facilities with other agencies.

### Accountability for Community Service Needs:

- The District should continue to conduct open and posted board meetings on a monthly basis.
- District representatives should consider establishing a website, in an effort to provide more information to the public in an on-line format.

Other Matters:

No additional determinations.

These recommended MSR determinations for the Westfield Recreation and Park District are addressed in Chapter Three (Pages 26-28) of the attached Draft Recreation and Park Districts Municipal Service Review.

The Commission (LAFCO) established a Zero Sphere of Influence (SOI) for the District on October 26, 1983; the Commission adopted a Coterminous SOI on June 23, 2004. Given the small size of the District; the limited scope of facilities and services it provides; and the fact that District representatives have no plans for infrastructure replacement and upgrades, nor plans to increase future service capacity, nor plans to file any future reorganization proposals (i.e., annexations), staff recommends that the Commission retain the existing Coterminous SOI for the Westfield Recreation and Park District.

**California Environmental Quality Act (CEQA)**

The recommended Recreation Park Districts MSR and SOI Update are exempt from the California Environmental Quality Act (CEQA) because it can be seen with certainty that there is no possibility that the recommended studies, periodic update, and recommended retention of the current Coterminous Spheres of Influence for the Miraleste RPD, the Ridgecrest Ranchos RPD, and Westfield RPDs will have a significant effect on the environment pursuant to State CEQA Guidelines Section 15061(b)(3). In the alternative, this recommendation is not a project for purposes of CEQA because it is an organizational activity of government with no direct nor indirect effects on the physical environment and therefore is excluded from the definition of a project, pursuant to Section 15378(b) of the State CEQA Guidelines.

**Staff Recommendation:**

In consideration of information gathered and evaluated for the proposed actions relative to the Recreation and Park Districts Draft MSR and SOI, staff recommends that the Commission:

- 1) Open the public hearing and receive testimony on the proposed Municipal Service Review and Sphere of Influence Update for the Recreation and Park Districts;
- 2) There being no further testimony, close the public hearing;
- 3) Adopt a finding that adoption of the Municipal Service Review and Sphere of Influence Update for the Recreation and Park Districts are exempt the California Environmental Quality Act because it can be seen with certainty that there is no possibility that the recommended studies, periodic update, and recommended

retention of the current Coterminous Spheres of Influence for the Miraleste RPD, the Ridgecrest Ranchos RPD, and Westfield RPDs will have a significant effect on the environment pursuant to State CEQA Guidelines Section 15061(b)(3). In the alternative, this recommendation is not a project for purposes of CEQA because it is an organizational activity of government with no direct nor indirect effects on the physical environment and therefore is excluded from the definition of a project, pursuant to Section 15378(b) of the State CEQA Guidelines;

- 4) Adopt the April 12, 2017 Recreation and Park Districts Municipal Service Review;
- 5) Adopt the recommended determinations required for a Municipal Service Review as contained in both the staff report and the MSR pursuant to Government Code Sections 56430;
- 6) Adopt the recommended determinations required for the Update of the Spheres of Influence as contained in both the staff report and the MSR pursuant to Government Code Sections 56425:
  - a) Adopt the Resolution Making Determinations, Adopting the MSR and SOI Update for the Miraleste Recreation and Park District;
  - b) Adopt the Resolution Making Determinations, Adopting the MSR and SOI Update for the Ridgecrest Ranchos Recreation and Park District;
  - c) Adopt the Resolution Making Determinations, Adopting the MSR and SOI Update for the Westfield Recreation and Park District;
- 7) Direct the Executive Officer to add the words “Reconfirmed April 12, 2017” to the official LAFCO SOI maps for the Miraleste Recreation and Park District, the Ridgecrest Ranchos Recreation and Park District, and the Westfield Recreation and Park District.

Attachments:

- Draft Resolutions
- Draft Recreation and Park Districts Municipal Service Review and Sphere of Influence Update
- Letter of December 20, 2016, from the City of Rancho Palos Verdes

**RESOLUTION NO. 2017-00RMD**  
**RESOLUTION OF THE LOCAL AGENCY FORMATION**  
**COMMISSION FOR THE COUNTY OF LOS ANGELES ADOPTING THE**  
**MUNICIPAL SERVICE REVIEW (MSR) AND THE SPHERE OF INFLUENCE**  
**(SOI) UPDATE FOR THE MIRALESTE RECREATION AND PARK DISTRICT**

WHEREAS, the Cortese-Knox-Hertzberg Local Governmental Reorganization Act of 2000 (California Government Code Section (Section) 56000 et seq) provides that a Local Agency Formation Commission (LAFCO) must adopt Spheres of Influence (SOIs) of each local governmental agency within its jurisdiction (Section 56425(a)) and that it must update, as necessary, each Sphere every five years (Section 56425(g));

WHEREAS, the SOI is the primary planning tool for LAFCO and defines the probable physical boundaries and service area of a local agency as determined by LAFCO;

WHEREAS, Section 56430 requires that in order to prepare and to update Spheres of Influence, the Commission shall conduct a Municipal Service Review prior to or in conjunction with action to update or adopt a Sphere of Influence;

WHEREAS, the Commission has undertaken the MSR and SOI Update for the Miraleste Recreation and Park District;

WHEREAS, the Executive Officer has submitted to the Commission an MSR and SOI Update, including recommendations relative to any potential changes to the existing SOI for the Miraleste Recreation and Park District;

WHEREAS staff shared a copy of the Draft MSR with representatives of the Miraleste Recreation and Park District on November 16, 2016;

WHEREAS, the MSR and SOI Update for the Recreation and Parks Districts contain the determinations required by Section 56430 for the municipal services provided

by the Miraleste Recreation and Park District;

WHEREAS, a map of the existing SOI of the Miraleste Recreation and Park District is attached as Exhibit “2” of the Recreation and Park Districts Draft MSR, attached hereto and incorporated by reference herein;

WHEREAS, a map of the proposed SOI of the Miraleste Recreation and Park District is attached as Exhibit “3” of the Recreation and Park Districts Draft MSR, attached hereto and incorporated by reference herein;

WHEREAS, the Executive Officer, pursuant to Government Code Section 56427, set April 12, 2017, as the hearing date on this MSR and SOI study proposal, and gave the required notice of public hearing pursuant to Section 56427;

WHEREAS, after being duly and proper noticed, the Commission held a public hearing on April 12, 2017, and at the hearing the Commission heard and received all oral and written protests, objections, and evidence which were made, presented, or filed, and all persons present were given an opportunity to hear and be heard;

WHEREAS, for the Miraleste Recreation and Park District, and pursuant to Section 56430(a)(2), the Commission has considered the impacts of the proposed MSR and SOI Update relative to Disadvantaged Unincorporated Communities (DUCs), noting that there are no DUCs within or contiguous to the Miraleste Recreation and Park District and its SOI;

WHEREAS, based upon staff review and the feasibility of governmental reorganization identified in Section 56425(h), staff has determined that any such reorganizations will not further the goals of orderly development and affordable service

delivery, and therefore will not recommend reorganization of the Miraleste Recreation and Park District;

WHEREAS, the proposed action consists of the adoption of the MSR and adoption of an SOI for the Miraleste Recreation and Park District; and

WHEREAS, the recommended MSR and SOI Update is exempt from the California Environmental Quality Act (CEQA) because it can be seen with certainty that there is no possibility that the recommended periodic update and recommended confirmation of the current Coterminous Sphere of Influence for the Miraleste Recreation and Park District will have a significant effect on the environment pursuant to State CEQA Guidelines Section 15061(b)(3); and, in the alternative, this recommendation is not a project for purposes of CEQA because it is an organizational activity of government with no direct nor indirect effects on the physical environment and therefore is excluded from the definition of a project, pursuant to Section 15378(b) of the State CEQA Guidelines.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The recommended actions are exempt from CEQA as set out herein.
2. The Commission adopts the Municipal Service Review for the Miraleste Recreation and Park District, as prepared and described in the staff report.
3. The Commission adopts the following written determinations and approves the Sphere of Influence Update for the Miraleste Recreation and Park District:

- A. Present and planned land uses in the area: Territory within the Miraleste Recreation and Park District consists of developed single-family dwellings and recreational uses.
  - B. Present and probable need for public facilities and services in the area: Local residents in the Palos Verdes Peninsula cities and unincorporated neighborhoods benefit from active recreational opportunities (trails) as well as the viewsheds afforded by permanent open space. The general public's present and probable needs for the types of public facilities acquired, operated, and maintained by the District will continue indefinitely.
  - C. Present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide: In combination with similar facilities operated by other local public agencies, the existing trails and open space areas operated and maintained by the District are adequate to serve the relatively low-density population in the Palos Verdes Peninsula.
  - D. Existence of any social or economic communities of interest: There are no significant social or economic communities of interest.
  - E. Present and probable need for public facilities or services related to sewers, municipal and industrial water, and structural fire protection for any disadvantaged unincorporated communities within the existing and proposed SOI:  
There are no unincorporated communities, and therefore no DUCs, within or adjacent to the Miraleste RPD and its SOI.
4. The Executive Officer's staff report and recommendations for adoption of the MSR and adoption of an SOI Update for the Miraleste Recreation and Park District are hereby incorporated by reference and adopted.
  5. The Executive Officer is hereby directed to add the words "Reconfirmed April 12, 2017" to the official LAFCO SOI map for the Miraleste Recreation and Park District.

6. The Executive Officer is hereby authorized and directed to mail copies of this resolution as provided in Section 56882 of the Government Code.

PASSED AND ADOPTED this 12<sup>th</sup> day of April 2017.

MOTION:  
SECOND:  
AYES:  
NOES:  
ABSTAIN:  
ABSENT:  
MOTION PASSES:

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PAUL A. NOVAK, Executive Officer

**RESOLUTION NO. 2017-00RMD**  
**RESOLUTION OF THE LOCAL AGENCY FORMATION**  
**COMMISSION FOR THE COUNTY OF LOS ANGELES ADOPTING THE**  
**MUNICIPAL SERVICE REVIEW (MSR) AND THE SPHERE OF INFLUENCE**  
**(SOI) UPDATE FOR THE RIDGECREST RANCHOS RECREATION AND**  
**PARK DISTRICT**

WHEREAS, the Cortese-Knox-Hertzberg Local Governmental Reorganization Act of 2000 (California Government Code Section (Section) 56000 et seq) provides that a Local Agency Formation Commission (LAFCO) must adopt Spheres of Influence (SOIs) of each local governmental agency within its jurisdiction (Section 56425(a)) and that it must update, as necessary, each Sphere every five years (Section 56425(g));

WHEREAS, the SOI is the primary planning tool for LAFCO and defines the probable physical boundaries and service area of a local agency as determined by LAFCO;

WHEREAS, Section 56430 requires that in order to prepare and to update Spheres of Influence, the Commission shall conduct a Municipal Service Review prior to or in conjunction with action to update or adopt a Sphere of Influence;

WHEREAS, the Commission has undertaken the MSR and SOI Update for the Ridgecrest Ranchos Recreation and Park District;

WHEREAS, the Executive Officer has submitted to the Commission an MSR and SOI Update, including recommendations relative to any potential changes to the existing SOI for the Ridgecrest Ranchos Recreation and Park District;

WHEREAS staff shared a copy of the Draft MSR with representatives of the Ridgecrest Ranchos Recreation and Park District on November 16, 2016;

WHEREAS, the MSR and SOI Update for the Recreation and Park Districts contain the determinations required by Section 56430 for the municipal services provided

by the Ridgecrest Ranchos Recreation and Park District;

WHEREAS, a map of the existing SOI of the Ridgecrest Ranchos Recreation and Park District is attached as Exhibit “5” of the Recreation and Park Districts Draft MSR, attached hereto and incorporated by reference herein;

WHEREAS, a map of the proposed SOI of the Ridgecrest Ranchos Recreation and Park District is attached as Exhibit “6” of the Recreation and Park Districts Draft MSR, attached hereto and incorporated by reference herein;

WHEREAS, the Executive Officer, pursuant to Government Code Section 56427, set April 12, 2017, as the hearing date on this MSR and SOI study proposal, and gave the required notice of public hearing pursuant to Section 56427;

WHEREAS, after being duly and proper noticed, the Commission held a public hearing on April 12, 2017, and at the hearing the Commission heard and received all oral and written protests, objections, and evidence which were made, presented, or filed, and all persons present were given an opportunity to hear and be heard;

WHEREAS, for the Ridgecrest Ranchos Recreation and Park District, and pursuant to Section 56430(a)(2), the Commission has considered the impacts of the proposed MSR and SOI Update relative to Disadvantaged Unincorporated Communities (DUCs), noting that there are no DUCs within or contiguous to the Ridgecrest Ranchos Recreation and Park District and its SOI;

WHEREAS, based upon staff review and the feasibility of governmental reorganization identified in Section 56425(h), staff has determined that, while a future reorganization (or reorganizations) may further the goals of orderly development and affordable service delivery, District and City of Rancho Palos Verdes representatives are

not supportive of any such reorganization or reorganizations at the present time, and would, further, like to postpone such actions for the next year;

WHEREAS, the proposed action consists of the adoption of the MSR and adoption of an SOI for the Ridgecrest Ranchos Recreation and Park District; and

WHEREAS, the recommended MSR and SOI Update is exempt from the California Environmental Quality Act (CEQA) because it can be seen with certainty that there is no possibility that the recommended periodic update and recommended confirmation of the current Coterminous Sphere of Influence for the Ridgecrest Ranchos Recreation and Park District will have a significant effect on the environment pursuant to State CEQA Guidelines Section 15061(b)(3); and, in the alternative, this recommendation is not a project for purposes of CEQA because it is an organizational activity of government with no direct nor indirect effects on the physical environment and therefore is excluded from the definition of a project, pursuant to Section 15378(b) of the State CEQA Guidelines.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The recommended actions are exempt from CEQA as set out herein.
2. The Commission adopts the Municipal Service Review for the Ridgecrest Ranchos Recreation and Park District, as prepared and described in the staff report.
3. The Commission adopts the following written determinations and approves the Sphere of Influence Update for the Ridgecrest Ranchos Recreation and Park District:

- A. Present and planned land uses in the area: Territory within the Ridgecrest Ranchos Recreation and Park District consists of developed single-family dwellings, entryway signage and landscaping, and public rights-of-way.
  - B. Present and probable need for public facilities and services in the area: Residents of the Crestridge neighborhood, as well as visitors benefit from the entryway signage and landscaping maintained by the District. The entryway serves as a gateway to the Crestridge neighborhood and assists visitors attempting to locate this community. The general public's present and probable needs for these public facilities, and the associated benefits, will continue indefinitely.
  - C. Present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide: The entryway signage and landscaping adequately provide a gateway to the Crestridge neighborhood and assist visitors attempting to locate this community.
  - D. Existence of any social or economic communities of interest: There are no significant social or economic communities of interest.
  - E. Present and probable need for public facilities or services related to sewers, municipal and industrial water, and structural fire protection for any disadvantaged unincorporated communities within the existing and proposed SOI: There are no unincorporated communities, and therefore no DUCs, within or adjacent to the Ridgecrest Ranchos RPD and its SOI.
4. The Executive Officer's staff report and recommendations for adoption of the MSR and adoption of an SOI Update for the Ridgecrest Ranchos Recreation and Park District are hereby incorporated by reference and adopted.
  5. The Executive Officer is hereby directed to add the words "Reconfirmed April 12, 2017" to the official LAFCO SOI map for the Ridgecrest Ranchos Recreation and Park District.
  6. The Executive Officer is hereby authorized and directed to mail copies of this resolution as provided in Section 56882 of the Government Code.

PASSED AND ADOPTED this 12<sup>th</sup> day of April 2017.

MOTION:  
SECOND:  
AYES:  
NOES:  
ABSTAIN:  
ABSENT:  
MOTION PASSES:

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PAUL A. NOVAK, Executive Officer

**RESOLUTION NO. 2017-00RMD**  
**RESOLUTION OF THE LOCAL AGENCY FORMATION**  
**COMMISSION FOR THE COUNTY OF LOS ANGELES ADOPTING THE**  
**MUNICIPAL SERVICE REVIEW (MSR) AND THE SPHERE OF INFLUENCE**  
**(SOI) UPDATE FOR THE WESTFIELD RECREATION AND PARK DISTRICT**

WHEREAS, the Cortese-Knox-Hertzberg Local Governmental Reorganization Act of 2000 (California Government Code Section (Section) 56000 et seq) provides that a Local Agency Formation Commission (LAFCO) must adopt Spheres of Influence (SOIs) of each local governmental agency within its jurisdiction (Section 56425(a)) and that it must update, as necessary, each Sphere every five years (Section 56425(g));

WHEREAS, the SOI is the primary planning tool for LAFCO and defines the probable physical boundaries and service area of a local agency as determined by LAFCO;

WHEREAS, Section 56430 requires that in order to prepare and to update Spheres of Influence, the Commission shall conduct a Municipal Service Review prior to or in conjunction with action to update or adopt a Sphere of Influence;

WHEREAS, the Commission has undertaken the MSR and SOI Update for the Westfield Recreation and Park District;

WHEREAS, the Executive Officer has submitted to the Commission an MSR and SOI Update, including recommendations relative to any potential changes to the existing SOI for the Westfield Recreation and Park District;

WHEREAS staff shared a copy of the Draft MSR with representatives of the Westfield Recreation and Park District on November 16, 2016;

WHEREAS, the MSR and SOI Update for the Recreation and Park Districts contain the determinations required by Section 56430 for the municipal services provided

by the Westfield Recreation and Park District;

WHEREAS, a map of the existing SOI of the Westfield Recreation and Park District is attached as Exhibit "6" of the Recreation and Park Districts Draft MSR, attached hereto and incorporated by reference herein;

WHEREAS, a map of the proposed SOI of the Westfield Recreation and Park District is attached as Exhibit "7" of the Recreation and Park Districts Draft MSR, attached hereto and incorporated by reference herein;

WHEREAS, the Executive Officer, pursuant to Government Code Section 56427, set April 12, 2017, as the hearing date on this MSR and SOI study proposal, and gave the required notice of public hearing pursuant to Section 56427;

WHEREAS, after being duly and proper noticed, the Commission held a public hearing on April 12, 2017, and at the hearing the Commission heard and received all oral and written protests, objections, and evidence which were made, presented, or filed, and all persons present were given an opportunity to hear and be heard;

WHEREAS, for the Westfield Recreation and Park District, and pursuant to Section 56430(a)(2), the Commission has considered the impacts of the proposed MSR and SOI Update relative to Disadvantaged Unincorporated Communities (DUCs), noting that there are no DUCs within or contiguous to the Westfield Recreation and Park District and its SOI;

WHEREAS, based upon staff review and the feasibility of governmental reorganization identified in Section 56425(h), staff has determined that any such reorganizations will not further the goals of orderly development and affordable service

delivery, and therefore will not recommend reorganization of the Westfield Recreation and Park District;

WHEREAS, the proposed action consists of the adoption of the MSR and adoption of an SOI for the Westfield Recreation and Park District; and

WHEREAS, the recommended MSR and SOI Update is exempt from the California Environmental Quality Act (CEQA) because it can be seen with certainty that there is no possibility that the recommended periodic update and recommended confirmation of the current Coterminous Sphere of Influence for the Westfield Recreation and Park District will have a significant effect on the environment pursuant to State CEQA Guidelines Section 15061(b)(3); and, in the alternative, this recommendation is not a project for purposes of CEQA because it is an organizational activity of government with no direct nor indirect effects on the physical environment and therefore is excluded from the definition of a project, pursuant to Section 15378(b) of the State CEQA Guidelines.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The recommended actions are exempt from CEQA as set out herein.
2. The Commission adopts the Municipal Service Review for the Westfield Recreation and Park District, as prepared and described in the staff report.
3. The Commission adopts the following written determinations and approves the Sphere of Influence Update for the Westfield Recreation and Park District:

- A. Present and planned land uses in the area: Territory within the Westfield Recreation and Park District consists of developed single-family dwellings and recreational uses.
  - B. Present and probable need for public facilities and services in the area: Local residents in the Palos Verdes Peninsula cities and unincorporated neighborhoods benefit from active recreational opportunities (trails, tennis courts and equestrian ring) as well as the viewsheds afforded by permanent open space. The general public's present and probable needs for the types of public facilities acquired, operated, and maintained by the District will continue indefinitely.
  - C. Present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide: In combination with similar facilities operated by other local public agencies, the existing trails, tennis courts and equestrian ring operated and maintained by the District are adequate to serve the relatively low-density population in the Palos Verdes Peninsula.
  - D. Existence of any social or economic communities of interest: There are no significant social or economic communities of interest.
  - E. Present and probable need for public facilities or services related to sewers, municipal and industrial water, and structural fire protection for any disadvantaged unincorporated communities within the existing and proposed SOI: There are no unincorporated communities, and therefore no DUCs, within or adjacent to the Westfield RPD and its SOI.
4. The Executive Officer's staff report and recommendations for adoption of the MSR and adoption of an SOI Update for the Westfield Recreation and Park District are hereby incorporated by reference and adopted.
  5. The Executive Officer is hereby directed to add the words "Reconfirmed April 12, 2017" to the official LAFCO SOI map for the Westfield Recreation and Park District.
  6. The Executive Officer is hereby authorized and directed to mail copies of this resolution as provided in Section 56882 of the Government Code.

PASSED AND ADOPTED this 12<sup>th</sup> day of April 2017.

MOTION:  
SECOND:  
AYES:  
NOES:  
ABSTAIN:  
ABSENT:  
MOTION PASSES:

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PAUL A. NOVAK, Executive Officer

**DRAFT Municipal Service Review  
Recreation and Park Districts  
April 12, 2017**

**Chapter One: LAFCO Background**

*Municipal Boundaries*

The State of California possesses the exclusive power to regulate boundary changes. Cities and special districts do not have the right to change their own boundaries without State approval.

The California Constitution (Article XI, Section 2.a) requires the Legislature to “prescribe [a] uniform procedure for city formation and provide for city powers.” The Legislature also has the authority to create, dissolve, or change the governing jurisdiction of special districts because they receive their powers only through State statutes.

The Legislature has created a “uniform process” for boundary changes for cities and special districts in the Cortese Knox-Hertzberg Local Government Reorganization Act of 2000 (California Government Code Section 56000 *et seq.*, or “Act”). The Act delegates the Legislature’s boundary powers over cities and special districts to Local Agency Formation Commissions (LAFCOs) established in each county in the State. The Act is the primary law that governs LAFCOs and sets forth the powers and duties of LAFCOs.

In addition to the Act, LAFCOs must comply with the following State laws:

- California Revenue and Taxation Code Sections 93 and 99. LAFCO considers the revenue and taxation implications of proposals and initiates the property tax negotiation process amongst agencies affected by the proposal.
- California Environmental Quality Act (CEQA) (California Public Resources Code Section 21000 *et seq.*) and the related CEQA Guidelines (Title 14, California Code of Regulations Section 15000 *et seq.*). Applications before LAFCO are considered to be “projects” under CEQA, which requires that potential environmental impacts be analyzed prior to Commission action.
- Ralph M. Brown Act (California Government Code Section 54950 *et seq.*). Commonly known as the State’s “open meeting law,” the Brown Act insures that the public has adequate opportunity to participate in the LAFCO process.
- Political Reform Act (California Government Code Section 81000 *et seq.*). Commissioners, some LAFCO staff, and legal counsel are subject to the Political Reform Act, which requires the filing of annual reports of economic interests.

*What are LAFCO's?*

LAFCOs are public agencies with county-wide jurisdiction for the county in which they are located. LAFCOs oversee changes to local government boundaries involving the formation and expansion of cities and special districts.

In creating LAFCOs, the Legislature established four priorities: encourage orderly growth and development, promote the logical formation and determination of local agency boundaries, discourage urban sprawl, and preserve open space and prime agricultural lands.

Created by the State but with local (not State) appointees, each of the 58 counties in the State of California has a LAFCO. Each LAFCO operates independently of other LAFCOs, and each LAFCO has authority only within its corresponding county.

While a LAFCO may purchase services from a county (i.e., legal counsel, employee benefits, payroll processing), LAFCO's are not County agencies.

Local Agency Formation Commission for the County of Los Angeles ("LA LAFCO")

LA LAFCO regulates the boundaries of all 88 incorporated cities within the County of Los Angeles. LAFCO regulates most special district boundaries, including, but not limited to:

- California water districts
- Cemetery districts
- Community service districts ("CSDs")
- County service areas ("CSAs")
- County waterworks districts
- Fire protection districts
- Hospital and health care districts
- Irrigation districts
- Library districts
- Municipal utility districts
- Municipal water districts
- Reclamation districts
- Recreation and park districts
- Resource conservation districts
- Sanitation districts
- Water replenishment districts

LAFCO does not regulate boundaries for the following public agencies:

- Air pollution control districts
- Bridge, highway, and thoroughfare districts
- Community college districts
- Community facility districts (aka "Mello-Roos" districts)
- Improvement districts
- Mutual water companies
- Private water companies
- Redevelopment agencies
- School districts
- Special assessment districts
- Transit and transportation districts

LAFCO does not regulate the boundaries of counties. County boundary adjustments are within the purview of the boards of supervisors for the involved counties.

State law specifically prohibits LAFCOs from imposing terms and conditions which “directly regulate land use, property development, or subdivision requirements.” In considering applications, however, State law requires that LAFCO take into account existing and proposed land uses, as well as General Plan and zoning designations, when rendering its decisions.

The Local Agency Formation Commission for the County of Los Angeles (LA LAFCO, the Commission, or LAFCO) is composed of nine voting members:

- Two members of the Los Angeles County Board of Supervisors (appointed by the Los Angeles County Board of Supervisors);
- One member of the Los Angeles City Council (appointed by the Los Angeles City Council President);
- Two members of city councils who represent the other 87 cities in the county other than the City of Los Angeles (elected by the City Selection Committee);
- Two members who represent independent special districts (elected by the Independent Special Districts Selection Committee);
- One member who represents the San Fernando Valley (appointed by the Los Angeles County Board of Supervisors); and
- One member who represents the general public (elected by the other 8 members).

LAFCO also has six alternate members, one for each of the six categories above.

The Commission holds its “regular meetings” at 9:00 a.m. on the second Wednesday of each month. The Commission periodically schedules “special meetings” on a date other than the second Wednesday of the month. Commission meetings are held in Room 381B of the Kenneth Hahn Hall of Administration, located at 500 West Temple Street in downtown Los Angeles. Public notice, including the Commission agenda, is posted at the Commission meeting room and on LAFCO’s web-site ([www.lalafco.org](http://www.lalafco.org)).

The Commission appoints an Executive Officer and Deputy Executive Officer. A small staff reports to the Executive Officer and Deputy Executive Officer.

LAFCO’s office is located at 80 South Lake (Suite 870) in the City of Pasadena. The office is open Monday through Thursday from 7:00 a.m. to 5:00 p.m. The office is closed on Fridays.

#### What are LAFCO’s responsibilities?

LAFCO oversees changes to local government boundaries involving the formation and expansion of cities and special districts. This includes annexations and detachments of territory to and/or from cities and special districts; incorporations of new cities; formations of new special districts; consolidations of cities or special districts; mergers of special districts with cities; and dissolutions of

existing special districts. LAFCO also approves or disapproves proposals from cities and special districts to provide municipal services outside their jurisdictional boundaries (these public agencies can provide services outside of their boundaries under very limited circumstances).

An important tool used in implementing the Act is the adoption of a Sphere of Influence (SOI) for a jurisdiction. An SOI is defined by Government Code Section 56425 as "...a plan for the probable physical boundary and service area of a local agency." An SOI represents an area adjacent to a city or special district where a jurisdiction might be reasonably expected to provide services over the next twenty (20) years. The SOI is generally the territory within which a city or special district is expected to annex.

LAFCO determines an initial SOI for each city and special district in the County. The Commission is also empowered to amend and update SOIs.

All jurisdictional changes, such as incorporations, annexations, and detachments, must be consistent with the affected agency's Sphere of Influence, with limited exceptions.

#### Municipal Service Reviews

State law also mandates that LAFCO prepares Municipal Service Reviews (MSRs). An MSR is a comprehensive analysis of the municipal services, including an evaluation of existing and future service conditions, provided in a particular region, city, or special district. Related to the preparation of MSRs, and pursuant to State Law, LAFCOs must review and update SOIs "every five years, as necessary." The Commission adopted MSRs for all cities and special districts in the County prior to the January 1, 2008 deadline (Round One).

Some LAFCOs prepare MSRs for each city and special district in their region every five years. Other LAFCOs do not prepare MSRs proactively; rather, when a city, special district, or petitioner wants to expand the boundaries of an SOI, the LAFCO requires that the applicant pay for the preparation of an MSR in advance of the SOI determination. Most LAFCOs take an intermediate approach, above, preparing MSRs for a select group of cities and special districts every five years. This is the approach taken by the Commission (LA LAFCO) at its meeting of March 9, 2011. Staff is currently preparing MSR's for 9 cities and 14 special districts (Round Two). Staff has completed MSRs for four cities (Compton, Cudahy, Gardena, and Santa Clarita) and three special districts (Huntington Municipal Water District, Palmdale Water District, and Sativa County Water District), all of which have been adopted by the Commission.

In preparing MSRs, LAFCOs are required to make seven determinations:

- Growth and population projections for the affected area;
- The location and characteristics of any disadvantaged unincorporated communities (DUCs) within or contiguous to a city or district's SOI;
- Present and planned capacity of public facilities, adequacy of public services, and infrastructure needs of deficiencies;
- Financial ability of agencies to provide services;

- Status of, and opportunities for, shared facilities;
- Accountability for community service needs, including governmental structure and operational efficiencies; and
- Any other matter related to effective or efficient service delivery.

Although State law requires the preparation of MSRs, the State does not provide funding to LAFCOs to perform this work. Some MSRs are prepared utilizing existing LAFCO staff; in other instances, LAFCO retains a consultant. When consultants are required, LAFCOs utilize a portion of its existing annual budget; additionally, LAFCO may request voluntary contributions from the involved city or special district.

(Report continues on Page 6)

## **Chapter Two: Recreation & Park District Enabling Act** *(Public Resource Code Sections 5780-5791.7)*

Recreation and park districts (“Districts” or “RPDs”) were first authorized by the California State Legislature in 1931. The Recreation and Park District Act was modified in 1957 and again in 2002.

### **Formation**

Territory, whether incorporated or unincorporated, contiguous or noncontiguous, may be included in a recreation and park district. The formation process is initiated by adoption of a resolution of application by the legislative body of any county or city that contains territory proposed to be included in the district, or by a petition presented to LAFCO signed by 25% of the registered voters within the boundaries of the proposed district.

After the formation proceedings have been initiated, LAFCO is required to conduct a noticed public hearing. After hearing public testimony, the Commission may either approve, modify, or deny the proposed formation. If the formation of the district is approved, the Commission also will adopt terms and conditions for the formation and establish a sphere of influence for the new district. The proposed formation is then scheduled for a protest hearing where no further modifications may be made. At the protest hearing, the Commission will do one of the following:

1. Terminate the proceedings if LAFCO receives written protests from 50% or more of the registered voters residing within the district;
2. Order the formation subject to approval by registered voters residing within the district; or
3. Order the formation subject to approval by the registered voters residing within the district of a special tax or by landowners within the district of a special benefit assessment.

### **Governing Body**

Recreation and park districts are governed by a five-member board of directors. Due to a change in the law in 2002, the initial board of directors for a district formed after January 1, 2002 may be elected or appointed (boards in existence in 2002 were to remain elected or appointed, as each was constituted at that time).

### **Functions**

Specified powers that a district may exercise are to “[o]rganize, promote, conduct, and advertise programs of community recreation, including, but not limited to, parks and open space, parking, transportation, and other related services that improve the community’s quality of life; establish systems of recreation and recreation facilities, including, but not limited to, parks and open space; and acquire, construct, improve, maintain, and operate recreation facilities, including, but not limited to, parks and open space, both inside and beyond the district’s boundaries.<sup>1</sup>

### **Annexation**

After the district has been formed, the boundaries of the district may be altered and outlying

incorporated or unincorporated territory in one or more counties may be annexed into the district. Proposals to annex territory must conform to the requirements of the Cortese Knox-Hertzberg Local Government Reorganization Act of 2000 (Government Code Section 56000 *et seq*).

### **Recreation and Park Districts in the County of Los Angeles**

There are three (3) recreation and park districts located in the County of Los Angeles:

- Miraleste Recreation and Park District;
- Ridgecrest Recreation and Park District; and
- Westfield Recreation and Park District.

(Report continues on Page 8)

### Chapter Three: Miraleste Recreation and Park District

The Miraleste Recreation and Park District ("Miraleste RPD" or "District") was formed on June 14, 1940.<sup>2</sup> The boundaries of the Miraleste RPD include 390 parcels, 375 homes, covering 350 acres, with a population of approximately 925 people, all within the City of Rancho Palos Verdes.<sup>3</sup>

The District is governed by a five-member board of directors which meets at 7:30 p.m. on the first Monday of every other month (even months). Board-members run for office or are appointed "in-lieu" (when the number of candidates who filed to run for the board is the same as the number of open board positions) by the Los Angeles County Board of Supervisors.

The District owns and maintains approximately 40 acres of undeveloped canyon areas, parks, and trails in the Miraleste neighborhood of the City of Rancho Palos Verdes, which includes:

- Frog Pond Park (near the intersection of Palos Verdes Drive East & Via Colinita);
- Harter Park (near the intersection of Via Colinita & Via La Paloma);
- Miltenberger Park (near the intersection of Palos Verdes Drive East and Miraleste Drive);
- Miraleste Park (near the intersection of Miraleste Drive & Via Colinita);
- Canada Park (near the terminus of Via Canada);
- Colinita Trail (0.67 miles: accessed from Palos Verdes Drive East near Via Subida);
- Frascati Trail (.033 miles: accessed from Palos Verdes Drive East near Via Frascati);
- Siena Loop Trail (0.72 miles: accessed from Via La Paloma);
- Miraleste Median (0.58 miles: runs along the Miraleste Drive median);
- Canada S. Trail (0.52 miles: accessed from the intersection of Palos Verdes Drive East and Miraleste Drive);
- Canada N. Trail (0.56 miles: accessed from Via Canada near Palos Verdes Drive East); and
- Lorraine Trail (0.42 miles: accessed from Lorraine Road or the Canada S. Trail).<sup>4</sup>

The District has an office located at 19 Miraleste Plaza in the City of Rancho Palos Verdes.<sup>5</sup> A map of the District's facilities is included as Exhibit 1 on Page 9.

The District has two contract employees (gardeners).<sup>6</sup>

The Commission (LAFCO) established a Coterminous Sphere of Influence (SOI) for the District on November 9, 1983 (see Exhibit 2 on Page 10). The Commission reconfirmed the Coterminous SOI on June 23, 2004.

(Report continues on Page 9)

**Exhibit 1**  
**Miraleste Parks and Trails Map<sup>7</sup>**



According to a report prepared by the City of Rancho Palos Verdes, “[t]he purpose of the District is to: Provide for the development, operation, and maintenance of parklands; provide residents with public park maintenance of landscape improvements that include medians, parking parcels, cul-de-sacs, and other open spaces; maintain and develop parkland areas in accordance with the needs and wishes of the residents; provide fire prevention and clearing of parkland areas; provide improvement of the trail system accessibility; and balance and preserve woodland atmosphere.”<sup>8</sup>

(Report continues on Page 10)



## Miraleste Recreation and Park District

### Discussion and Determinations

Government Code Section 56430 requires LAFCO to “conduct a service review of the municipal services” and to “prepare a written statement of its determinations” relative to several factors. This chapter addresses these factors and includes the recommended determinations.

#### Population Projections

According to the United States Census Bureau, the 2010 population within the Miraleste RPD is 925 people.<sup>9</sup>

Given that the territory consists of developed single-family dwellings and recreational uses (parks, trails, and open space), the population within the boundaries of the Miraleste RPD is unlikely to grow significantly in the foreseeable future.

#### **Determination:**

- **Territory within the Miraleste Recreation and Park District consists of developed single-family dwellings and recreational uses; the population is unlikely to grow significantly in the foreseeable future.**

#### Disadvantaged Unincorporated Communities

Pursuant to the State's passage of Senate Bill 244, as of January 1, 2012, LAFCOs are required to make determinations regarding Disadvantaged Unincorporated Communities (DUCs) for an Update of a Sphere of Influence. The law defines a DUC as a community with an annual median household income that is less than eighty percent (80%) of the statewide annual median household income. The law also requires that LAFCOs consider “the location and characteristics of any disadvantaged communities within or contiguous to the sphere of influence” when preparing an MSR.

There are no unincorporated communities, and therefore no DUCs, within or adjacent to the Miraleste RPD and its SOI.

#### **Determination:**

- **There is no impact upon the location and characteristic of any Disadvantaged Unincorporated Communities (DUCs) because there are no DUCs within or adjacent to the Miraleste RPD and its Coterminous SOI.**

#### Present and Planned Capacity of Public Facilities

The District owns and maintains approximately 40 acres of undeveloped canyon areas, parks, and trails in the Miraleste neighborhood of the City of Rancho Palos Verdes. The District has managed

these areas for several decades, utilizing funds from a share of the property taxes allocated to the District. District representatives represent, that land use plans and growth patterns within its service area are “not affecting” service demand.<sup>10</sup> District representatives indicate that there are no plans for infrastructure replacement and upgrades, nor plans to increase future service capacity, nor plans to file any future reorganization proposals (i.e., annexations).<sup>11</sup>

Given the nature of facilities which the District manages, a relatively stable population, and predominant usage by residents within the Palos Verdes peninsula, the present and planned capacity of public facilities is adequate.

**Determination:**

- **Given the nature of facilities which the District manages, a relatively stable population, and predominant usage by local residents within the Palos Verdes peninsula, the present and planned capacity of public facilities is adequate.**

*Financial Ability of Agencies to Provide Services*

The Miraleste RPD received \$318,475 in property taxes in Fiscal Year 2012-2013 (the most recent year for which data was available).<sup>12</sup> In reviewing the 2012-2013 audit and financial statements, as well as similar documents for previous years, it appears that management has successfully matched expenditures to revenues, with very modest deviations year-to-year. The Board also maintains emergency reserves of fifteen percent (15%) of its overall budget.<sup>13</sup>

**Determinations:**

- **The District appears to be managing limited finances reasonably well and keeping expenditures in line with revenues.**
- **The District should continue to maintain emergency reserves of fifteen percent (15%) of its overall budget.**

*Status of, and Opportunities for, Shared Facilities*

Given the nature of the services provided, there are no apparent opportunities to share facilities with other agencies.

**Determination:**

- **There are no apparent opportunities to share facilities with other agencies.**

*Accountability for Community Service Needs*

The District is governed by a five-member board of directors which meets at 7:30 p.m. on the first Monday of every even month. District representatives note that the monthly meeting is a “posted and open board meeting.”<sup>14</sup>

In terms of financial transparency, and as noted in the District audit:

The Board of Trustees approves each year's preliminary budget submitted by the District prior to the beginning of the new fiscal year. The Board conducts public hearings prior to the adoption of the final budget on or before October 1 of each year. The Board, where required during the period, also approves supplemental appropriations. In most cases, expenditures may not exceed appropriations at the department level. At fiscal year-end, all operating budget appropriations lapse.<sup>15</sup>

District representatives have continually retained an auditor who prepares audits and financial statements on an annual basis.

Although there is a website for the District, the website is under construction and contains minimal information. The District should develop a more complete website which included board meeting agendas, copies of recent audits and financial statements, and similar materials.

**Determinations:**

- **The District should continue to conduct open and posted board meetings every other month (even months).**
- **District representatives should devote resources to overhauling its website, in an effort to provide more readily-available information in an on-line format.**

Other Matters

None.

**Determinations:**

(No additional determinations)

(Report continues on Page 14)

**Miraleste Recreation and Park District**  
**SOI Recommendations**

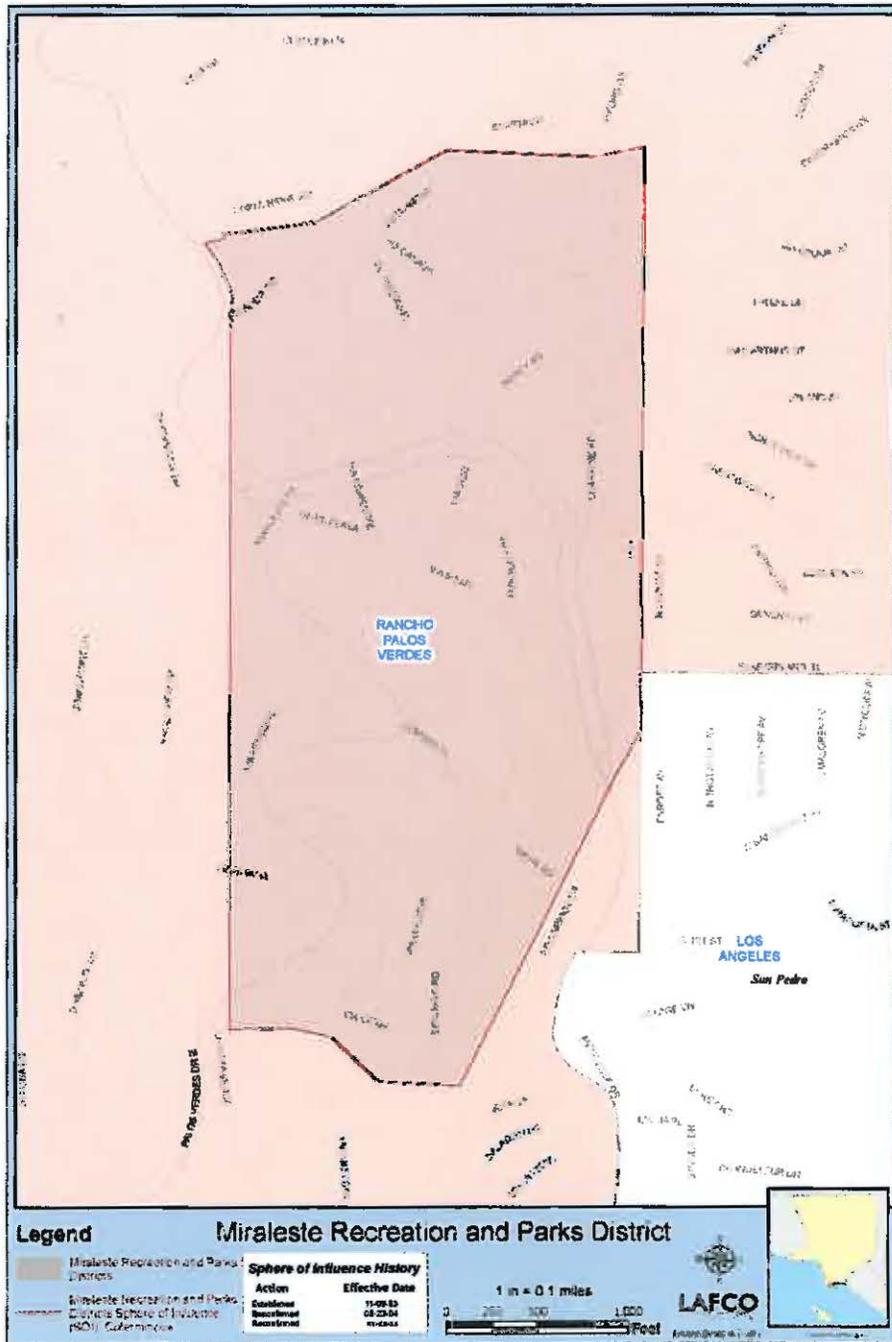
*Miraleste Recreation and Park District Sphere of Influence SOI Recommendations:*

1. **Retain the Miraleste Recreation and Park District's Existing Coterminous Sphere of Influence.** The Miraleste Recreation and Park District's Existing Coterminous SOI was established on November 9, 1983. On June 23, 2004, the Commission reconfirmed the Coterminous SOI in the course of adopting the Miscellaneous Government Services Municipal Service Review. Given the small size of the District; the limited scope of facilities and services it provides; and the fact that District representatives have no plans for infrastructure replacement and upgrades, nor plans to increase future service capacity, nor plans to file any future reorganization proposals (i.e., annexations), staff recommends that the Commission retain the existing Coterminous SOI for the Miraleste Recreation and Park District (see map in Exhibit 3 on Page 15).

(Report continues on Page 15)

Exhibit 3

**Proposed Miraleste Recreation and Park District Sphere of Influence**



#### Chapter Four: Ridgecrest Ranchos Recreation and Park District

The Ridgecrest Ranchos Recreation and Park District ("Ridgecrest Ranchos RPD" or "District") was formed on November 13, 1961.<sup>16</sup>

The boundaries of the Ridgecrest Ranchos RPD include 110 parcels, 107 homes, covering 70.4 acres, with a population of approximately 315 people, all within the City of Rancho Palos Verdes.<sup>17</sup>

The District is governed by a five-member board of directors. Board-members run for office or are appointed "in-lieu" (when the number of candidates who filed to run for the board is the same as the number of open board positions) by the Los Angeles County Board of Supervisors. The District's Board meets on a quarterly basis at a local library on the first Tuesday in January, April, July, and September.<sup>18</sup>

The Board's mission "is to maintain park land at the entrance to the Ridgecrest development in Rancho Palos Verdes, Los Angeles County, California so as to provide and protect the quality of life for the residents of the district."<sup>19</sup> The District "owns and maintains 0.78 acres of vacated former rights-of-way along the Crenshaw Boulevard frontage of the Crestridge neighborhood."<sup>20</sup> The District's properties are in distinct and separate locations along Crenshaw Boulevard, both north and south of Crestridge Road (see Exhibit 4 on Page 17).<sup>21</sup>

According to District representatives, the District has no employees nor contractors.<sup>22</sup>

The Commission (LAFCO) established a Zero Sphere of Influence (SOI) for the District on October 26, 1983; the Commission adopted a Coterminous SOI on June 23, 2004 (see Exhibit 5 on Page 18).

(Report continues on Page 17)

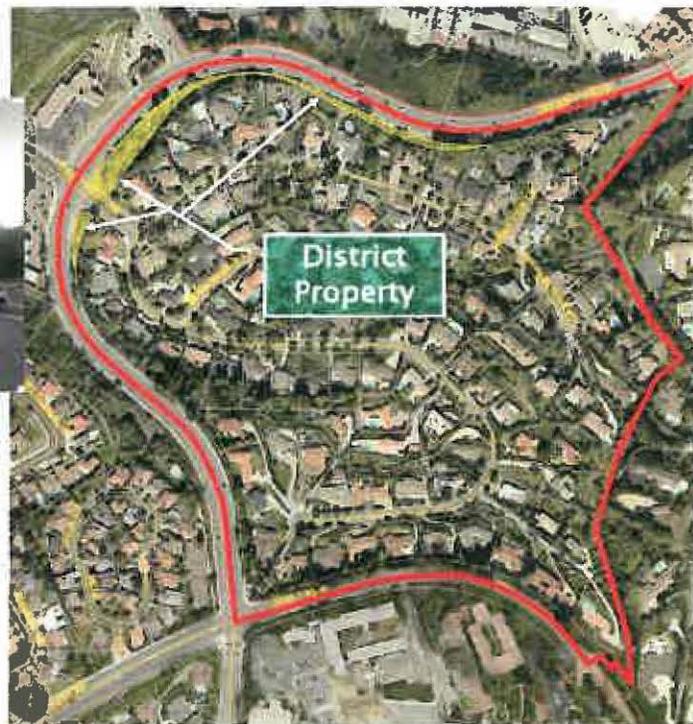
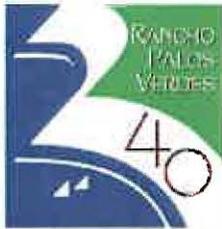
Exhibit 4

Miraleste Park and Recreation District: Location of District Property

# Location of District Property



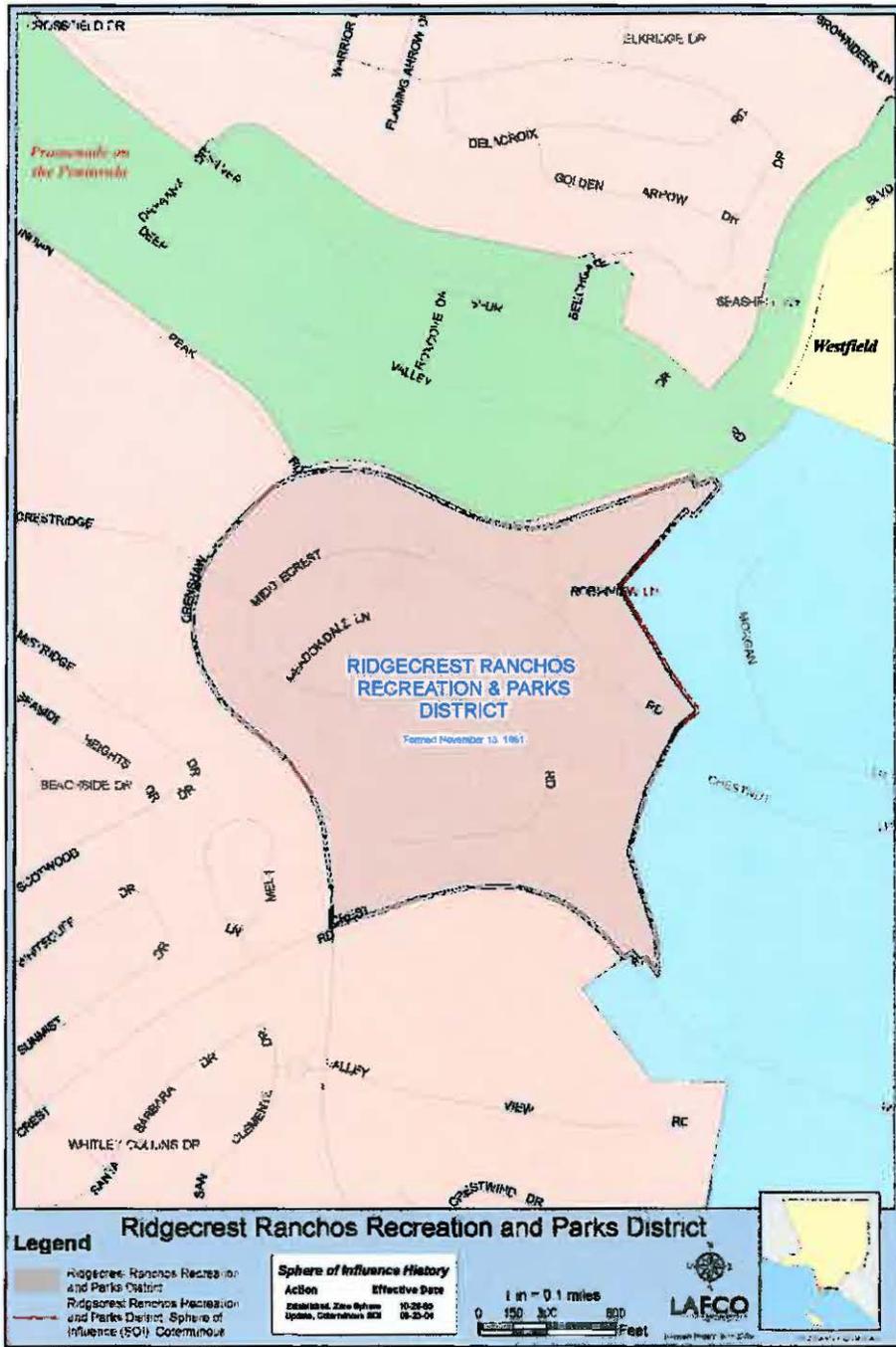
Entry to *Ridgcrest*  
at Crenshaw Blvd.



(Report continues on Page 18)

Exhibit 5

Existing Ridgecrest Ranchos Recreation and Park District Sphere of Influence



## Ridgecrest Ranchos Recreation and Park District

### Discussion and Determinations

Government Code Section 56430 requires LAFCO to “conduct a service review of the municipal services” and to “prepare a written statement of its determinations” relative to several factors. This chapter addresses these factors and includes the recommended determinations.

#### Population Projections

According to the United States Census Bureau, the 2010 population within the Ridgecrest Ranchos RPD is 315 persons.<sup>23</sup>

Given that the territory consists of developed single-family homes and public rights-of-way, the population within the boundaries of the Ridgecrest Ranchos RPD is unlikely to grow significantly in the foreseeable future. District representatives indicate that the “[s]ervice area is fully developed; no growth or population increases are expected.”<sup>24</sup>

#### **Determination:**

- **Territory within the Ridgecrest Ranchos Recreation and Park District consists of developed single-family dwellings and public rights-of-way; the population is unlikely to grown significantly in the foreseeable future.**

#### Disadvantaged Unincorporated Communities

Pursuant to the State’s passage of Senate Bill 244, as of January 1, 2012, LAFCOs are required to make determinations regarding Disadvantaged Unincorporated Communities (DUCs) for an Update of a Sphere of Influence. The law defines a DUC as a community with an annual median household income that is less than 80% (eighty percent) of the statewide annual median household income. The law also requires that LAFCOs consider “the location and characteristics of any disadvantaged communities within or contiguous to the sphere of influence” when preparing an MSR.

There are no unincorporated communities, and therefore no DUCs, within or adjacent to the Ridgecrest Rancho RPD and its SOI.

#### **Determinations:**

- **There is no impact upon the location and characteristic of any Disadvantaged Unincorporated Communities (DUCs) because there are no DUCs within or adjacent to the Ridgecrest Ranchos RPD and its SOI.**

#### Present and Planned Capacity of Public Facilities

The District “owns and maintains 0.78 acres of vacated former right-of-way along the Crenshaw Boulevard frontage of the Crestridge neighborhood, located in two distinct and separate locations along Crenshaw Boulevard, both north and south of Crestridge Road.

District representatives indicate, further, that land use plans and growth patterns within its service area are “not affecting” service demand.<sup>25</sup> District representatives indicate, further, that there are no plans for infrastructure replacement and upgrades, nor plans to increase future service capacity, nor plans to file any future reorganization proposals (i.e., annexations).<sup>26</sup>

Given the limited nature of facilities which the District manages, as well as a relatively stable population served by the District, the present and planned capacity of public facilities is adequate.

**Determination:**

- **Given the limited nature of the facilities which the District manages, as well as a relatively stable population served by the District, the present and planned capacity of public facilities is adequate.**

Financial Ability of Agencies to Provide Services

For the years 2010 through 2015, property tax revenues range from a low of \$17,733 (in 2012) to \$24,326 (2015), but typically falling in the \$22,000 to \$23,000 range; expenses range from a high of \$22,013 (2012) to a low of \$14,931 (in 2015), generally falling in the \$16,000 to \$17,000 range.<sup>27</sup> The data indicate that the District has a primary source of revenues (share of the 1% of property taxes), which fluctuates modestly year-to-year; the District also receives an \$80 per parcel assessment on all properties located within the District. In terms of expenditures, the District’s sole responsibility (landscape maintenance for a relatively small geographical area) is relatively inexpensive, and also fluctuates modestly year-to-year. It is not clear whether there exists any long-term infrastructure needs or necessary capital improvements required to continue providing landscaping maintenance in the long-term.

**Determinations:**

- **Over the recent few years, the District’s revenues and expenditures seem to be reasonably correlated, with modest fluctuations.**
- **It is not clear whether there exists any long-term infrastructure needs or necessary capital improvements required to continue providing landscaping maintenance in the long-term.**

Status of, and Opportunities for, Shared Facilities

Given the nature of the services provided, there are no apparent opportunities to share facilities with other agencies.

**Determination:**

- **There are no apparent opportunities to share facilities with other agencies.**

Accountability for Community Service Needs

The District’s five-member board of directors meets on a quarterly basis on the first Tuesday in January, April, July, and September. District representatives indicate that “[t]hese meetings are

noticed by signage at the exit to the development which is contiguous with the District,” and “[i]n addition, notices are published in the local newspaper and on the information board of the local public library.<sup>28</sup>

The District does not have a website.

**Determination:**

- **The District should continue to conduct open and posted board meetings on a quarterly basis.**
- **District representatives should consider establishing a website, in order to provide more information to the public in an on-line format.**

Other Matters

None.

**Determinations:**

(No additional determinations)

Discussion Analysis

Amongst the service obligations, and geographic territory served, by the 53 independent special districts in Los Angeles County, the Ridgecrest Ranchos RPD has relatively limited responsibilities. The geographic area of responsibility is less than one acre; within that area, the District provides one service, which is to maintain existing landscaping.

All public agencies have certain unavoidable expenditures, including, but not limited to, the preparation and posting of agendas; retaining staff or vendors to perform work; commissioning of annual audits by a third party; and providing information to other public agencies and the public; and related expenses. In addition to these tangible expenditures, it is also reasonable to consider the time, effort, and commitment expended by board-members in volunteering to serve, and the associated responsibilities to attend meetings, formulate budgets, manage contractors, and so forth.

**The issue this presents for the Commission (LAFCO) is one of service efficiency and governance: is it within the public interest for the District to continue providing these services, or would it be more efficient and cost-effective for these services be provided by another public agency? In this particular case, the geographic area in which the District maintains landscaping, and the boundaries of the entire district, are within the boundaries of the City of Rancho Palos Verdes (City). In this regard, the only other likely service provider is the City itself.**

The first issue associated with a change in service providers is whether the City of Rancho Palos Verdes has the ability to assume the services currently performed by the District. Landscape maintenance is a relatively routine service performed by most cities, and financial information available to LAFCO suggests that the City could easily assume these functions currently provided by the District. The City’s 2014-2015 Comprehensive Annual Financial Report identifies \$27.8 million in

expenditures for primary government activities, \$1.7 million dedicated to parks and recreation, and \$1.89 million in capital outlays for parks/trails/open space improvements.<sup>29</sup> The City currently receives 37% of its revenue from property taxes.<sup>30</sup> Further, the City is actively involved in a number of programs to acquire new open space, parks, and trails; to improve existing facilities, such as recent projects at Abalone Cove Shoreline Park and Ryan Park; and implement long-term master planning efforts, like updating the Parks Master Plan.<sup>31</sup>

Staff's initial review suggests that the City's assumption of responsibilities currently performed by the District, along with the associated transfer of the share of property taxes currently allocated to the District, would have a nominal effect on overall City operations. It would, further, eliminate the need for District elections (or in-lieu appointments), board meetings, posting of agendas, vendors under contract to the District, and the hiring of a certified public accountant to prepare annual audits. Given the modest amount of property tax received by the District, it does not seem prudent to expend these funds on audits, meetings, and regulatory compliance rather than the delivery of services; in that regard, the proposed change in service provides potentially represents a more efficient delivery of government service.

Given these considerations, the Commission may wish to consider two (2) actions:

1. Retain the existing Coterminous Sphere of Influence ("Coterminous SOI") for the District, wherein the service obligations and allocation of property tax revenues would not change. Service responsibilities and property tax revenues would remain with the District; and
2. Direct staff to continue its dialogue with, and/or make itself available to, representatives of the District and the City of Rancho Palos Verdes, to determine the potential feasibility of the City assuming District responsibilities, and associated timing, and report back to the Commission at a future date.

With respect to the second option, above, staff notes that it could lead to a future recommendation that the Commission adopt a Zero Sphere of Influence ("Zero SOI") for the District, initiate the dissolution of the District, transfer those property tax revenues currently going to the District to the City, and/or the potential formation of a subsidiary district. Under any of these options, staff would recommend Commission actions to ensure that service responsibilities and associated property tax revenues would be concurrently assumed by the City of Rancho Palos Verdes

(Report continues on Page 23)

## Ridgecrest Ranchos Recreation and Park District

### SOI Recommendations

#### Ridgecrest Ranchos Recreation and Park District Sphere of Influence (SOI) Recommendations:

- 1. Retain the existing Coterminous Sphere of Influence (“Coterminous SOI”) for the District, wherein the service obligations and allocation of property tax revenues would not change.  
Service responsibilities and property tax revenues would remain with the District; and**
- 2. Direct staff to continue its dialogue with, and/or make itself available to, representatives of the District and the City of Rancho Palos Verdes, to determine the potential feasibility of the City assuming District responsibilities, and associated timing, and report back to the Commission at a future date.**

If staff determines that a transfer of service responsibility and associated property tax revenues is feasible, staff would likely return with a future recommendation that the Commission adopt a Zero Sphere of Influence (“Zero SOI”) for the District, initiate the dissolution of the District, transfer those property tax revenues currently going to the District to the City, and/or the potential formation of a subsidiary district. Under any of these options, staff would recommend Commission actions to ensure that service responsibilities and associated property tax revenues would be concurrently assumed by the City of Rancho Palos Verdes.

(Report continues on Page 24)

## Chapter Five: Westfield Recreation and Park District

The Westfield Recreation and Park District (“Westfield RPD” or “District”) was formed in 1957.<sup>32</sup>

The boundaries of the Westfield RPD include 306 parcels, 304 homes, covering 198.4 acres, with a population of approximately 800 people, all within County unincorporated territory adjoining the City of Rolling Hills (to the south and southeast), unincorporated territory (to the north), and the City of Rolling Hills Estates (to the northeast and northwest).<sup>33</sup>

The District is governed by a five-member board of directors who serve without compensation. Board-members serve terms of four years and there are no term limits. Board-members run for office or are appointed “in-lieu” (when the number of candidates who filed to run for the board is the same as the number of open board positions) by the Los Angeles County Board of Supervisors.<sup>34</sup>

The Board normally meets on the third Thursday of the month at 7:00 p.m. at the Rolling Hills Estates George F. Canyon Nature Center.<sup>35</sup>

The District landscapes and maintains trails, a tennis court, and an equestrian ring. According to District representatives, the District has no employees nor contractors; landscape/maintenance of the District facilities is on a “month-to-month agreements” with outside vendors.<sup>36</sup>

The Commission (LAFCO) established a Zero Sphere of Influence (SOI) for the District on October 26, 1983; the Commission adopted a Coterminous SOI on June 23, 2004 (see Exhibit 6 on Page 25).

(Report continues on Page 25)

Exhibit 6

**Existing Westfield Recreation and Park District Sphere of Influence**



### Population Projections

According to the United States Census Bureau, the 2010 population within the Westfield RPD is 800 persons.<sup>37</sup>

Given that the territory consists of developed single-family homes and public rights-of-way, the population within the boundaries of the Westfield RPD is unlikely to grow significantly in the foreseeable future. District representatives indicate that the “[s]ervice area is fully developed; no growth or population increases are expected.”<sup>38</sup>

#### **Determination:**

- **Territory within the Westfield Recreation and Park District consists of developed single-family dwellings, recreational uses, and public rights-of-way; the population is unlikely to grown significantly in the foreseeable future.**

### Disadvantaged Unincorporated Communities

Pursuant to the State’s passage of Senate Bill 244, as of January 1, 2012, LAFCOs are required to make determinations regarding Disadvantaged Unincorporated Communities (DUCs) for an Update of a Sphere of Influence. The law defines a DUC as a community with an annual median household income that is less than eighty percent (80%) of the statewide annual median household income. The law also requires that LAFCOs consider “the location and characteristics of any disadvantaged communities within or contiguous to the sphere of influence” when preparing an MSR.

There are no unincorporated communities, and therefore no DUCs, within or adjacent to the Westfield RPD and its SOI.

#### **Determination:**

- **There is no impact upon the location and characteristic of any Disadvantaged Unincorporated Communities (DUCs) because there are no DUCs within or adjacent to the Westfield RPD and its SOI.**

### Present and Planned Capacity of Public Facilities

The District landscapes and maintains trails, a tennis court, and an equestrian ring.

District representatives indicate that there is no “anticipated” growth in the foreseeable future, and there are no plans to file any future reorganization proposals (i.e., annexations).<sup>39</sup>

Given the limited nature of facilities which the District manages, as well as a relatively stable population served by the District, the present and planned capacity of public facilities is adequate.

#### **Determination:**

- **Given the nature of the facilities which the District manages, a relatively stable population, and predominant usage by local residents within the Palos Verdes Peninsula, the present and planned capacity of public facilities is adequate.**

Financial Ability of Agencies to Provide Services

The District's most recent financial information from budgets and audited financial statements show revenues of approximately \$75,000 per year, and expenses in the range of approximately \$35,000 per year.<sup>40</sup> Revenues (from a share of the 1% of property taxes) appear to be relatively stable year-to-year. Expenses show nominal increases from year-to-year, but within reasonable parameters.<sup>41</sup>

Financial statements from 2015 show a balance of \$52,604 in the District's bank account.<sup>42</sup>

In the longer term, it is possible that inflationary increases in expenses could constrain the District's ability to continue to maintain existing service levels. At this point in time, however, the significant surplus of annual revenues over expenditures suggests that this is unlikely to occur in the short-term. The more critical challenge to the District is the need for the "replacement of infrastructure" and "deferred maintenance," circumstances which District officials concede is caused by a "lack of funds."<sup>43</sup>

**Determinations:**

- **On an ongoing basis, the District appears to be managing limited finances reasonably well and keeping expenditures in line with revenues.**
- **The District should initiate a strategic planning effort to establish a capital improvement program, and an associated funding plan, to address deferred maintenance and the replacement of the District's infrastructure.**

Status of, and Opportunities for, Shared Facilities

Given the nature of the services provided, there are no apparent opportunities to share facilities with other agencies.

**Determination:**

- **There are no apparent opportunities to share facilities with other agencies.**

Accountability for Community Service Needs

Members of the District's board of directors serve without compensation. Going back several years, the Board has been meeting on a monthly basis in the same location.

The District does not have a website.

**Determinations:**

- **The District should continue to conduct open and posted board meetings on a monthly basis.**

- **District representatives should consider establishing a website, in an effort to provide more information to the public in an on-line format.**

Other Matters

None.

**Determinations:**

(No additional determinations)

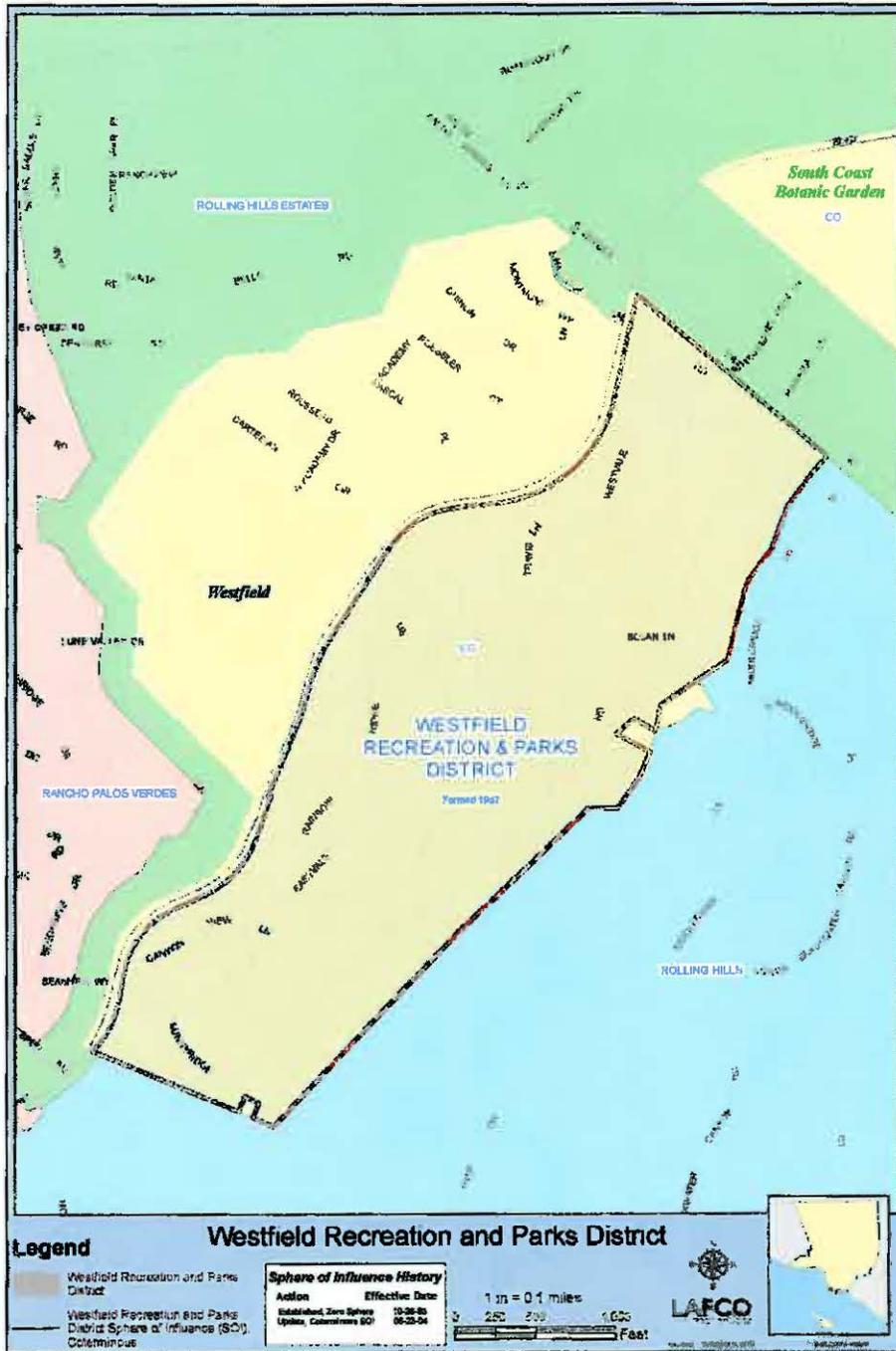
(Report continues on Page 29)

**Westfield Recreation and Park District****SOI Recommendations***Westfield Recreation and Park District Sphere of Influence (SOI) Recommendations:*

- 1. Retain the Westfield Recreation and Park District's Existing Coterminous Sphere of Influence.** The Commission (LAFCO) established a Zero Sphere of Influence (SOI) for the District on October 26, 1983; the Commission adopted a Coterminous SOI on June 23, 2004. Given the small size of the District; the limited scope of facilities and services it provides; and the fact that District representatives have no plans for infrastructure replacement and upgrades, nor plans to increase future service capacity, nor plans to file any future reorganization proposals (i.e., annexations), staff recommends that the Commission retain the existing Coterminous SOI for the Westfield Recreation and Park District (see map in Exhibit 7 on Page 29).

Exhibit 7

**Proposed Westfield Recreation and Park District Sphere of Influence**



**Park & Recreation Districts  
DRAFT Municipal Service Review**

**Footnotes**

Chapter Two:

1. Public Resources Code Section 5786.

Chapter Three (Miraleste RPD):

2. Response to Municipal Service Review – Special Districts, Supplemental Request for Agency Information; April 2, 2014; Page 1.
3. The number of parcels derived is from Los Angeles County Assessor Website; the number of homes is from a response to the Municipal Service Review – Special Districts, Supplemental Request for Agency Information; Page 6; Acreage is a calculation from LAFCO map data; and Population is a LAFCO calculation utilizing 2010 Census (Block Group) data.
4. City of Rancho Palos Verdes Newsletter, Spring 2012, “Hidden Gems in Your Backyard: The Miraleste Recreation and Park District,” Page 3.
5. Ibid.
6. Response to LAFCO Municipal Service Review Request for Information Part I; April 2, 2014; Page 2.
7. Map of Miraleste Parks and Trails, Miraleste Park and Recreation District Website, October 5, 2016.
8. City of Rancho Palos Verdes, City Council Meeting of July 6, 2004, Staff Report, Page 1.
9. LAFCO calculation utilizing 2010 Census (Block Group) data; January 29, 2015.
10. Response to LAFCO Municipal Service Review Request for Information Part I; April 2, 2014; Page 4.
11. Ibid.; Pages 5-6.
12. Miraleste Recreation and Park District Financial Statements; June 30, 2013; Henry P. Eng, Certified Public Accountant; Statement of Activities and Governmental Revenues, Expenditures and Changes in Fund Balance, Period Ended June 30, 2013; Exhibit B, Page 3.
13. Response to LAFCO Municipal Service Review Request for Information Part I; April 2, 2014; Page 7.
14. Ibid.; Page 14.

**Footnotes (continued)**

15. Miraleste Recreation and Park District Financial Statements; June 30, 2013; Henry P. Eng, Certified Public Accountant; Note 2: Stewardship, Compliance and Accountability, Subsection "a," General Budget Policies; Page 8.

Chapter Four (Ridgecrest Ranchos RPD):

16. Response to LAFCO Municipal Service Review Survey; March 7, 2014, Page 1.
17. Number of parcels is from Los Angeles County Assessor Website; Number of homes and Acreage is from Miscellaneous Government Services Spheres of Influence & Municipal Services Reviews; June 23, 2004; Page 99; and Population is a LAFCO calculation utilizing 2010 Census (Block Group) data.
18. Response to LAFCO Municipal Service Review Survey; March 7, 2014, Page 1.
19. Mission Statement, Ridgecrest Ranchos Recreation and Park District.
20. City of Rancho Palos Verdes; City Council Meeting of November 6, 2013; Item "C" Staff Report, Page 2.
21. Ibid., Page 3.
22. Response to LAFCO Municipal Service Review – Special Districts Supplemental Request for Information; March 7, 2014; Page 2.
23. LAFCO calculation utilizing 2010 Census (Block Group) data; January 29, 2014.
24. Response to LAFCO Municipal Service Review Request for Information Part I; March 7, 2014; Page 3.
25. Ibid.
26. Ibid.
27. State Controller's Office, Government Financial Reports, Special Districts, JPAs and Nonprofits, Ridgecrest Ranchos Recreation and Park District; Report printed on November 15, 2016.
28. Response to LAFCO Municipal Service Review Request for Information Part I; March 7, 2014; Page 14.
29. City of Rancho Palos Verdes Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2015; Pages 20 and 83.
30. Ibid., Page 13.
31. Ibid., Pages 31 and 33.

**Footnotes (continued)**

Chapter Five (Westfield RPD):

32. Response to LAFCO Municipal Service Review – Special Districts Supplemental Request for Information; August 18, 2016; Page 1.
33. Number of parcels is from Los Angeles County Assessor Website; Number of homes is from Response to LAFCO Municipal Service Review – Special Districts Supplemental Request for Information; March 14, 2011; Page 6; Acreage is a LAFCO calculation; and Population is a LAFCO calculation utilizing 2010 Census (Block Group) data.
34. Response to LAFCO Municipal Service Review – Special Districts Supplemental Request for Information; March 14, 2011; Page 6.
35. Response to LAFCO Municipal Service Review – Special Districts Supplemental Request for Information; August 18, 2016; Page 1.
36. Ibid., Pages 1-2.
37. LAFCO calculation utilizing 2010 Census (Block Group) data.
38. Response to LAFCO Municipal Service Review Survey, Request for Information Part I; July 5, 2016; Page 2.
39. Ibid., Page 3.
40. Westfield Park Recreation and Parkways District #12 (sic) State Controller's Office Special Districts Financial Transactions and Compensation Report for 2015; Westfield Park Recreation and Parkways District #12 (sic) 2016-17 Budget; and Donald A. Young Jr., Accredited Tax Advisor and Enrolled Agent, Statement of Revenue & Expenditures; June 20, 2015.
41. Donald A. Young Jr., Accredited Tax Advisor and Enrolled Agent, Statement of Revenue & Expenditures; June 20, 2015; Page 3.
42. Ibid., Page 2.
43. Response to Response to LAFCO Municipal Service Review – Special Districts Supplemental Request for Information; March 14, 2011; Page 16; Page 39.

April 5, 2017

Cassidy Teufel  
California Coastal Commission  
45 Fremont St., Ste. 2000  
San Francisco, CA 94105

**SUBJECT: Consent for Consolidated Coastal Permitting of Marine Protected Area (MPA) Interpretive Signs in the City of Rancho Palos Verdes**

Dear Mr. Teufel:

The Ocean Protection Council has informed the City of Rancho Palos Verdes that it is seeking to install additional MPA regulatory, educational and interpretive signs throughout the California coastal zone, including four (4) signs at the following location within the City of Rancho Palos Verdes:

Location	Description	Approx. Coordinates
Terranea Resort, 100 Terranea Way	Public parking lot (Sign #1)	33.739409° N, 118.396544° W
	Beach Cove Trail before the stairs and ramp (Sign #2)	33.738196° N, 118.395782° W
	Native Trails in front of The Spa (Sign #3)	33.736343° N, 118.397641° W
	Beach Cove entrance (Sign #4)	33.738740° N, 118.394165° W

A diagram and photographs of the location of each of these proposed signs is enclosed.

The proposed project requires coastal development permits from the Coastal Commission and from the City of Rancho Palos Verdes, among other local governments. Section 30601.3 of the California Coastal Act allows for consolidation of coastal development permitting requirements with the Coastal Commission under these circumstances, if the applicant, local government and Coastal Commission agree to such consolidation. In order to simplify and expedite the permitting process for these signs, the City of Rancho Palos Verdes hereby requests and agrees that the Coastal Commission consolidate the coastal development permit process for this project and

**Cassidy Teufel**  
**April 5, 2017**  
**Page 2**

serve as the permitting agency for the coastal development permit required to implement the proposed project in the City of Rancho Palos Verdes.

If you have any questions or need additional information, please feel free to contact Senior Administrative Analyst Kit Fox at (310) 544-5226 or [kittf@rpvca.gov](mailto:kittf@rpvca.gov).

Sincerely,



**Doug Willmore**  
City Manager

enclosure

cc: Gabriella Yap, Deputy City Manager  
Ara Mihranian, Director of Community Development  
Kit Fox, Senior Administrative Analyst  
Lauren Bergloff, Terranea Resort

# MARINE PROTECTED AREA SIGNAGE



**PUBLIC PARKING LOT #1**

**GPS Coordinates:** Latitude: 33.739409 Longitude: -118.396544

**Type of Sign:** Interpretive Panel

**Type of Installation:** pedestal

**Special Qualities:** high visitation, high traffic, safe location

**Survey:** sent



BEACH COVE TRAIL BEFORE THE STAIRS & RAMP #2

GPS Coordinates: Latitude: 33.738196 Longitude: -118.395782

Type of Sign: Interpretive Panel with gray whale, brown pelican, and harbor seal

Type of Installation: Pedestal

Special Qualities: high visitation, high traffic, interpretive opportunity

Survey: Sent



## NATIVE TRAILS IN FRONT OF THE SPA #3

**GPS Coordinates:** Latitude: 33.736343 Longitude: -118.397641

**Type of Sign:** "You Are Here" Regulatory Sign

**Type of Installation:** Fence mount, we have a fence already that it can attach to, but a pedestal might be better

**Special Qualities:** high visitation, high traffic, risk to resources, enforcement problem area      **Survey:** Sent



BEACH COVE ENTRANCE #4

GPS Coordinates: Latitude: 33.73874 Longitude: -118.394165

Type of Sign: No fishing/no collecting sign

Type of Installation: post mount, we have a post already that it can attach to.

Special Qualities: high visitation, high traffic, enforcement problem area, risk to resource

Survey: Sent!



April 11, 2017

**NOTICE OF DECISION**

NOTICE IS HEREBY GIVEN that the Community Development Director of the City of Rancho Palos Verdes has **approved, with conditions**, a request to allow the installation of up to 1,571 upright custom gravestones throughout the internal boundary limits of the cemetery, except St. Peter's Church yard and portions of Arroyo Vista, at a maximum height of the existing adjacent walls/hedges or 6', whichever is lower, within existing private garden or family estates areas, and up to 6' in height within the St. Peter's Church yard (ZON2017-00060).

**LOCATION: 27501 Western Avenue**

**APPLICANT/LANDOWNER: Green Hills Memorial Park**

Said decision is subject to the Conditions of Approval set forth below.

**General Conditions:**

1. Prior to the submittal of plans into Building and Safety plan check, the applicant and the property owner shall submit to the City a statement, in writing, that they have read, understand, and agree to all conditions of approval contained in this Exhibit "A". Failure to provide said written statement within ninety (90) days following the date of this approval shall render this approval null and void.
2. The applicant shall indemnify, protect, defend, and hold harmless, the City, and/or any of its officials, officers, employees, agents, departments, agencies, and instrumentalities thereof, from any and all claims, demands, lawsuits, writs of mandamus, and other actions and proceedings (whether legal, equitable, declaratory, administrative or adjudicatory in nature), and alternative dispute resolutions procedures (including, but not limited to arbitrations, mediations, and other such procedures) (collectively "Actions"), brought against the City, and/or any of its officials, officers, employees, agents, departments, agencies, and instrumentalities thereof, that challenge, attack, or seek to modify, set aside, void, or annul, the action of, or any permit or approval issued by, the City and/or any of its officials, officers, employees, agents, departments, agencies, and instrumentalities thereof (including actions approved by the voters of the City), for or concerning the project.
3. The Conditions of Approval stated under Resolution No. 2017-03 shall remain in full force and effect, unless amended in the future by the City Council in which those Conditions of Approval shall remain in full force and effect, in combination with the conditions set forth herein.
4. Approval of this permit shall not be construed as a waiver of applicable and appropriate zoning regulations, or any Federal, State, County and/or City laws and regulations. Unless otherwise expressly specified, all other requirements of the City of Rancho Palos Verdes Municipal Code shall apply.
5. Pursuant to Council-adopted Condition No. 2.a(1), the Community Development Director is authorized to make minor modifications through a Site Plan Review to the approved plans and any of the conditions that will achieve substantially the same results as would strict compliance with such plans and conditions. Any substantial change to the project shall require approval of a revision by the final body that approved the original project, which may require new and separate environmental review.

6. The project development on the site shall conform to the specific standards contained in these Conditions of Approval or, if not addressed herein, shall conform to the cemetery development standards of the City's Municipal Code, Conditions of Approval, including but not limited to height, setback and lot coverage standards.
7. Failure to comply with and adhere to all of these Conditions of Approval and the Conditions of Approval set forth in City Council-adopted Resolution No. 2017-03 or future related Council-adopted Resolutions, may be cause to revoke the approval of the project pursuant to the revocation procedures contained in Section 17.86.060 of the City's Municipal Code or administrative citations as described in Section 1.16 of the City's Municipal Code.
8. In the event that any of these conditions conflict with the recommendations and/or requirements of another permitting agency or City department, the stricter standard shall apply.
9. Unless otherwise designated in these Conditions of Approval, all construction shall be completed in substantial conformance with the plans stamped APPROVED by the City with the effective date of this Exhibit "A".
10. This approval is only for the items described within these Conditions and identified on the stamped APPROVED plans and is not an approval of any existing illegal or legal non-conforming structures on the property, unless the approval of such illegal or legal non-conforming structure is specifically identified within these conditions or on the stamped APPROVED plans.
11. All construction sites shall be maintained in a secure, safe, neat and orderly manner, to the satisfaction of the City's Building Official. All construction waste and debris resulting from a construction, alteration or repair project shall be removed on a weekly basis by the contractor or property owner. Existing or temporary portable bathrooms shall be provided during construction. Portable bathrooms shall be placed in a location that will minimize disturbance to the surrounding property owners, to the satisfaction of the City's Building Official.
12. The construction site and adjacent public and private properties and streets shall be kept free of all loose materials resembling trash and debris in excess of that material used for immediate construction purposes. Such excess material may include, but is not limited to: the accumulation of debris, garbage, lumber, scrap metal, concrete, asphalt, piles of earth, salvage materials, abandoned or discarded furniture, appliances or other household fixtures. All landscape pruning, including but not limited to grass, leaves, branches, fertilizer, etc., shall be properly stored in areas with minimal visual impact to adjacent homeowners, and shall be stored in appropriate containers and disposed of in a lawful manner.
13. When not being used in the daily operations of the cemetery, equipment and supplies shall be stored in areas with minimal visual impact to adjacent homeowners or in the maintenance yard if possible. Equipment and supplies shall be neatly stacked so they do not pose a safety hazard or become a property maintenance issue. All landscaping equipment and vehicles, and all vehicles used for maintenance and/or burial preparation shall be stored in the maintenance yard.
14. Construction and grading activities, including but not limited to equipment warm up, geologic investigations, interments excavation for placement of vaults and installation or removal of large landscape materials or landscaping maintenance shall be limited to 7:00 a.m. to 4:00 p.m. on weekdays only. Notwithstanding the foregoing, within 120 feet of any property line abutting a Residential Zoning District, no construction or grading, including grading operations to prepare sites for earth interments, shall occur before 9:00 a.m. or after 3:30 p.m. All equipment shall be equipped with a muffler to reduce on-site grading and construction noise levels.
15. Excavation for removal and replacement of vault tops and earth for preparation of interment sites, individual placement of vaults for funeral services and operation of landscape maintenance equipment shall be allowed in any area of the park between the hours of 7:00 a.m. and 6:00 p.m.

Monday through Friday, and between 8:00 a.m. and 5:00 p.m. on Saturday, Sunday, and federally observed holidays.

Project Specific Conditions:

16. This approval shall allow the installation of up to 1,571 upright custom gravestones throughout the internal boundary limits of the cemetery, except St. Peter's Church yard and portions of Arroyo Vista, at a maximum height of 1) the existing adjacent walls/hedges or 6', whichever is lower, within existing private garden or family estate areas; and 2) up to 6' in height within the St. Peter's Church yard.
17. The following limitations shall be memorialized as a policy implemented by Green Hills for the placement of upright custom gravestones within the lawn area of St. Peter's Church yard area:
  - No more than 50% of the existing lawn area of the St. Peter's Church yard shall be permitted to have an upright custom gravestone;
  - Of the 50% allocated for upright custom gravestones for the St. Peter's Church yard, a maximum of 50% (25% of total spaces) shall be authorized for placement of monuments up to 6' in height;
  - With the exception of existing monuments, any monument 6' in height shall allow for a monument 36" or less in height on either side; and,
  - The earth interments with upright custom gravestones shall be located in alternating rows from the north to the south of the development;

This decision may be appealed, in writing, to the Planning Commission. The appeal shall set forth the grounds for appeal and any specific action being requested by the appellant. Any appeal letter must be filed within fifteen (15) calendar days of the date of this notice, or by **5:30PM on Wednesday, April 26, 2017**. A \$2,275.00 appeal fee must accompany any appeal letter. If no appeal is filed timely, the Director's decision will be final at **5:30PM on Wednesday, April 26, 2017**.

If you would like the opportunity to review the approved Staff Report and the application package, they are on file in the Community Development Department at 30940 Hawthorne Boulevard, Rancho Palos Verdes, and are available for review from 7:30 AM to 5:30 PM Monday through Thursday, and from 7:30 AM to 4:30 PM Friday. Additionally, said documents are also available for viewing on the City's website (<http://www.rpvca.gov/376/Green-Hills-Memorial-Park-Master-Plan>).

If you have any questions regarding this application, please contact Deputy Director/Planning Manager So Kim, at (310) 544-5222, or [sok@rpvca.gov](mailto:sok@rpvca.gov) for further information.

Sincerely,



Ara Mihranian, AICP  
Community Development Director

**NOTE: STATE GOVERNMENT CODE SECTION 65009 NOTICE:** If you challenge this application in court, you may be limited to raising only those issues you or someone else raised in written correspondence delivered to the City of Rancho Palos Verdes during the public review period described in this notice.

**1<sup>st</sup> Phase:** Trim the Locklenna Lane Italian Stone Pine trees in April 2017. The end of dormant season is fast approaching but trimming in April is feasible provided cooler weather conditions continue throughout April. Due to the close proximity to the Locklenna Lane Pine trees, two Chinese Elm trees also located on Locklenna Lane will also be trimmed (22 trees).

Tree ID	Tree Type	Trimming?	Removal?	Replacement	When?	Where?
84	Italian Stone Pine	Crown raise approx. 20 ft from base			April 2017	Locklenna Lane
85	Italian Stone Pine	Crown raise approx. 20 ft from base			April 2017	Locklenna Lane
86	Italian Stone Pine	Crown raise approx. 20 ft from base			April 2017	Locklenna Lane
87	Italian Stone Pine	Crown raise approx. 20 ft from base			April 2017	Locklenna Lane
88	Italian Stone Pine	Crown raise approx. 20 ft from base			April 2017	Locklenna Lane
89	Italian Stone Pine	Crown raise approx. 20 ft from base			April 2017	Locklenna Lane
88	Italian Stone Pine	Crown raise approx. 20 ft from base			April 2017	Locklenna Lane
89	Italian Stone Pine	Crown raise approx. 20 ft from base			April 2017	Locklenna Lane
90	Italian Stone Pine	Crown raise approx. 20 ft from base			April 2017	Locklenna Lane
91	Italian Stone Pine	Crown raise approx. 20 ft from base			April 2017	Locklenna Lane
92	Italian Stone Pine	Crown raise approx. 20 ft from base			April 2017	Locklenna Lane
93	Italian Stone Pine	Crown raise approx. 20 ft from base			April 2017	Locklenna Lane
94	Italian Stone Pine	Crown raise approx. 20 ft from base			April 2017	Locklenna Lane
95	Italian Stone Pine	Crown raise approx. 20 ft from base			April 2017	Locklenna Lane
96	Italian Stone Pine	Crown raise approx. 20 ft from base			April 2017	Locklenna Lane
97	Italian Stone Pine	Crown raise approx. 20 ft from base			April 2017	Locklenna Lane
98	Italian Stone Pine	Crown raise approx. 20 ft from base			April 2017	Locklenna Lane
99	Italian Stone Pine	Crown raise approx. 20 ft from base			April 2017	Locklenna Lane
100	Italian Stone Pine	Crown raise approx. 20 ft from base			April 2017	Locklenna Lane
101	Italian Stone Pine	Crown raise approx. 20 ft from base			April 2017	Locklenna Lane
108	Chinese Elm	Reduce 1/3 of crown			April 2017	Locklenna Lane
109	Chinese Elm	Reduce 1/3 of crown			April 2017	Locklenna Lane

2<sup>nd</sup> Phase: Perform extensive tree trimming and removal with replacement next to and west of the Community Building, including Lower Hesse park area, during the summer months (46 trees).

Tree ID	Tree Type	Trimming?	Removal?	Replacement	When?	Where?
1	Podocarpus		Remove	TBD	Summer 2017	Next to Community Bldg
2	Podocarpus		Remove	TBD	Summer 2017	Next to Community Bldg
3	Podocarpus		Remove	TBD	Summer 2017	Next to Community Bldg
4	Podocarpus		Remove	TBD	Summer 2017	Next to Community Bldg
5	Podocarpus		Remove	TBD	Summer 2017	Next to Community Bldg
6	Podocarpus		Remove	TBD	Summer 2017	Next to Community Bldg
7	Podocarpus		Remove	TBD	Summer 2017	Next to Community Bldg
14	Pear	Reduce to old cut			Summer 2017	Next to Community Bldg
15	Pear	Reduce to old cut			Summer 2017	Next to Community Bldg
16	Pear	Reduce to old cut			Summer 2017	Next to Community Bldg
17	Pear	Reduce 1/2 crown			Summer 2017	Next to Community Bldg
18	Pear	Reduce to old cut			Summer 2017	Playground Area
19	Pear	Reduce to old cut			Summer 2017	Next to Community Bldg
20	Melaleuca	Trim to roofline			Summer 2017	Next to Community Bldg
21	Melaleuca	Trim to roofline			Summer 2017	Next to Community Bldg
22	Melaleuca	Trim to roofline			Summer 2017	Next to Community Bldg
23	Melaleuca	Trim to roofline			Summer 2017	Next to Community Bldg
24	Eucalyptus		Remove	TBD	Summer 2017	Next to Community Bldg
25	Eucalyptus	Crown raise			Summer 2017	Next to Community Bldg
26	Shrub	Trim to fence height			Summer 2017	Next to Community Bldg
27	Eucalyptus		Remove	TBD	Summer 2017	Next to Community Bldg
28	Eucalyptus		Remove	TBD	Summer 2017	Next to Community Bldg
30	Canary Pine		Remove	TBD	Summer 2017	Picnic Area
34	Canary Pine		Remove	TBD	Summer 2017	Picnic Area
35	Canary Pine		Remove	TBD	Summer 2017	Picnic Area
40	Short Pine		Remove	TBD	Summer 2017	Verde Ridge Buffer
45	Canary Pine		Remove	TBD	Summer 2017	Picnic Area
48	Canary Pine		Remove	TBD	Summer 2017	Picnic Area
60	Sycamore	Reduce 1/3 of crown			Summer 2017	Picnic Area
67	Sycamore	Reduce 1/3 of crown and Shape			Summer 2017	Playground Area
68	Eucalyptus	Crown raise			Summer 2017	Baseball Field
69	Eucalyptus	Crown raise			Summer 2017	Baseball Field
70	Large Pine		Remove	TBD	Summer 2017	Playground Area
71	Eucalyptus	Crown raise			Summer 2017	Picnic Area
72	Eucalyptus		Remove	TBD	Summer 2017	NW Slope
73	Eucalyptus	Crown raise			Summer 2017	NW Slope
74	Eucalyptus	Crown raise			Summer 2017	Baseball Field
75	Eucalyptus	Lace			Summer 2017	NW Slope
82	Canary Pine		Remove	TBD	Summer 2017	NW Slope
83	Canary Pine		Remove	TBD	Summer 2017	NW Slope
102	Sycamore		Remove	TBD	Summer 2017	Lower Hesse Park
103	Sycamore	Reduce 1/3 of crown			Summer 2017	Lower Hesse Park
104	Carrotwood	Reduce 1/3 of crown			Summer 2017	Lower Hesse Park
105	Sycamore	Reduce 1/3 of crown			Summer 2017	Lower Hesse Park
106	Pittosporum		Remove	TBD	Summer 2017	Lower Hesse Park
107	Pittosporum	Reduce 1/2 of crown			Summer 2017	Lower Hesse Park

**3<sup>rd</sup> Phase:** Crown reduce the Ficus trees in the Picnic area in September 2017 (11 trees)

Tree ID	Tree Type	Trimming	Removal?	Replacement	When?	Where?
49	Ficus	Reduce ½ crown			September 2017	Picnic Area
50	Ficus	Reduce ½ crown			September 2018	Picnic Area
51	Ficus	Reduce ½ crown			September 2019	Picnic Area
52	Ficus	Reduce ½ crown			September 2020	Picnic Area
53	Ficus	Reduce ½ crown			September 2021	Picnic Area
54	Ficus	Reduce ½ crown			September 2022	Picnic Area
55	Ficus	Reduce ½ crown			September 2023	Picnic Area
56	Ficus	Reduce ½ crown			September 2024	Picnic Area
57	Ficus	Reduce ½ crown			September 2025	Picnic Area
58	Ficus	Reduce ½ crown			September 2026	Picnic Area
59	Ficus	Reduce ½ crown			September 2027	Picnic Area

**4<sup>th</sup> Phase:** Perform Aleppo and Canary Island Pine tree trimming during the start of the 2017 winter season (25 trees).

Tree ID	Tree Type	Trimming?	Removal?	Replacement	When?	Where?
29	Canary Pine	Heavily lace			Winter 2017/18	Next to Community Bldg
31	Canary Pine	Reduce 1/3 crown			Winter 2017/18	Picnic Area
32	Canary Pine	Heavily lace			Winter 2017/18	Picnic Area
33	Canary Pine	Heavily lace			Winter 2017/18	Picnic Area
37	Short Pine	Reduce 1/3 crown			Winter 2017/18	Verde Ridge Buffer
38	Short Pine	Reduce 1/3 crown			Winter 2017/18	Verde Ridge Buffer
39	Short Pine	Reduce 1/3 crown			Winter 2017/18	Verde Ridge Buffer
41	Canary Pine	Crown raise			Winter 2017/18	Verde Ridge Buffer
42	Canary Pine	Crown raise			Winter 2017/18	Verde Ridge Buffer
43	Canary Pine	Reduce ½ crown			Winter 2017/18	Verde Ridge Buffer
44	Canary Pine	Reduce 1/3 of crown			Winter 2017/18	Picnic Area
46	Canary Pine	Crown raise			Winter 2017/18	Picnic Area
47	Canary Pine	Heavily lace			Winter 2017/18	Picnic Area
61	Pine	Reduce 1/3 of crown			Winter 2017/18	Picnic Area
62	Pine	Reduce 1/3 of crown			Winter 2017/18	Picnic Area
63	Pine	Reduce 1/3 of crown			Winter 2017/18	Picnic Area
64	Pine	Reduce 1/3 of crown			Winter 2017/18	Picnic Area
65	Aleppo Pine	Reduce 1/3 of crown			Winter 2017/18	Playground Area
66	Aleppo Pine	Reduce 1/3 of crown			Winter 2017/18	Playground Area
76	Canary Pine	Reduce 1/3 of crown			Winter 2017/18	NW Slope
77	Canary Pine	Reduce 1/3 of crown			Winter 2017/18	NW Slope
78	Canary Pine	Reduce 1/3 of crown			Winter 2017/18	NW Slope
79	Canary Pine	Reduce 1/3 of crown			Winter 2017/18	NW Slope
80	Canary Pine	Reduce 1/3 of crown			Winter 2017/18	NW Slope
81	Canary Pine	Reduce 1/3 of crown			Winter 2017/18	NW Slope

# Rancho Palos Verdes

**66** Homes Improved

05/23/2014

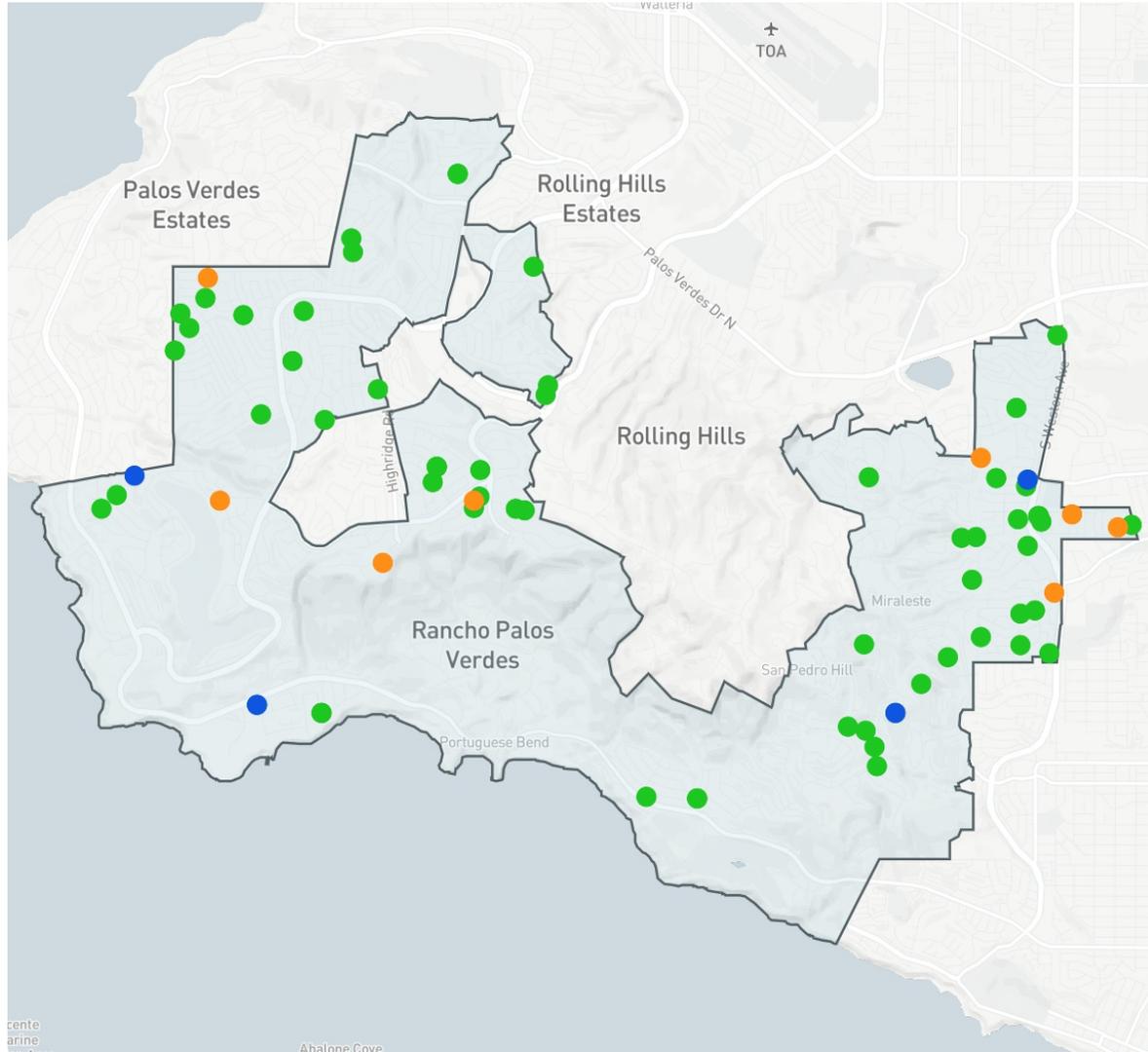
HERO Launch Date

14,759

Housing Count

05/23/2014 - 04/11/2017

Report Range



## Improvements

Type	Total Installed	Bill Savings
Energy	109	\$1.09M
Solar	16	\$770K
Water	5	\$15.3K

## Lifetime Impact

Applications Submitted	190
Applications Approved	168
Funded Amount	\$1.96M
Economic Stimulus	\$3.39M
Jobs Created	17
Energy Saved	9.76M kWh
Emissions Reduced	2,413 tons
Water Saved	2.11M gal

Learn how these numbers are calculated at <https://www.herogov.com/faq>

## FOLLOW-UP AGENDA

**RANCHO PALOS VERDES PLANNING COMMISSION  
TUESDAY, APRIL 11, 2017  
FRED HESSE COMMUNITY PARK, 29301 HAWTHORNE BOULEVARD**

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

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*SCHEDULING NOTES*

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

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

NEXT P.C. RESOLUTION NO. 2017-12

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**CALL TO ORDER: 7:03 PM**

**ROLL CALL: COMMISSIONER BRADLEY EXCUSED ABSENCE**

**PLEDGE OF ALLEGIANCE: LED BY COMMISSIONER NELSON**

**APPROVAL OF THE AGENDA: APPROVED AS PRESENTED**

**COMMUNICATIONS:**

**City Council Items: DIRECTOR MIHRANIAN REPORTED THAT AT THE APRIL 4, 2017 MEETING, THE CITY COUNCIL DIRECTED STAFF TO EXPLORE BRINGING IN-HOUSE CERTAIN ANIMAL CONTROL RESPONSIBILITIES FOR THE COUNCIL'S CONSIDERATION AT A FUTURE MEETING, DIRECTED STAFF TO FILE WITH THE STATE THE 2016 GENERAL PLAN ANNUAL REPORT AND HOUSING ELEMENT ANNUAL REPORT, AND ADOPTED AN APPLICATION FEE AND A REDUCED APPEAL FEE FOR MINOR MODIFICATION REQUESTS. HE REPORTED THAT AT LAST NIGHT'S BUDGET WORKSHOP, THE COUNCIL EXPRESSED AN INTEREST IN FUNDING A FULL-TIME AND PART-TIME CODE ENFORCEMENT OFFICER AND AT ITS APRIL 18, 2017 MEETING, THE COUNCIL WILL CONSIDER THE CONDITIONAL LARGE DOMESTIC ANIMAL PERMIT FOR THE RIDE-TO-FLY PROGRAM.**

**Staff: DIRECTOR MIHRANIAN INTRODUCED ASSISTANT CITY ATTORNEY ELENA GERLI.**

**Commission: COMMISSION NELSON MENTIONED THAT HE ATTENDED THE COUNCIL BUDGET WORKSHOP AND THAT THE INTERIM PUBLIC WORKS DIRECTOR IS TERRY RODRIGUE.**

**COMMENTS FROM THE AUDIENCE (regarding non-agenda items): MR. NOEL WEISS AND MS. SHARON LOVEYS SPOKE ON THE PENDING SETTLEMENT AGREEMENT THAT IS SCHEDULED FOR THE APRIL 18, 2017 CITY COUNCIL MEETING.**

CONSENT CALENDAR:

1. APPROVAL OF THE MARCH 28, 2017 MINUTES

**ACTION: APPROVED, AS AMENDED, ON A VOTE OF 6-0.**

CONTINUED PUBLIC HEARINGS:  
**NONE**

CONTINUED BUSINESS:  
**NONE**

NEW PUBLIC HEARINGS:

2. GRADING PERMIT AND SITE PLAN REVIEW- (CASE NO.ZON2016-00176): 5375 Rollingridge Road (OS)

**Request:** A request to demolish an existing 5,356 square foot single-family residence to accommodate the construction of a new 7,199 square-foot (attached and detached garage included), split level residence with 1,887 cubic yards of associated grading.

**ACTION: ADOPTED P.C. RESOLUTION NO. 2017-12; THEREBY CONDITIONALLY APPROVING, WITH AN AMENDMENT TO CONDITION NO. 28, A GRADING PERMIT AND A SITE PLAN REVIEW TO ALLOW FOR THE DEMOLITION OF AN EXISTING 5,356 SQUARE FOOT SINGLE-FAMILY RESIDENCE TO ACCOMMODATE THE CONSTRUCTION OF A NEW 7,199 SQUARE FOOT (ATTACHED AND DETACHED GARAGE INCLUDED) SPLIT-LEVEL SINGLE-FAMILY RESIDENCE AT A MAXIMUM HEIGHT OF 26'-6", AS MEASURED FROM THE LOWEST FINISHED GRADE ADJACENT TO THE STRUCTURE (ELEV. 88.00') TO THE HIGHEST ROOF RIDGELINE (ELEV. 114.5') FOR THE MAIN RESIDENCE AND A MAXIMUM HEIGHT OF 16'-0", AS MEASURED FROM THE LOWEST PRECONSTRUCTION GRADE ADJACENT TO THE FOUNDATION WALL (ELEV. 93.86') TO THE ROOF RIDGELINE (ELEV. 109.86') FOR**

**THE DETACHED GARAGE, WITH RELATED SITE IMPROVEMENTS AND 1,887 CUBIC YARDS OF ASSOCIATED GRADING, ON A VOTE OF 6-0.**

NEW BUSINESS:

**3. WESTERN AVENUE CORRIDOR STREET ENHANCEMENT STRATEGY STATUS REPORT (LM)**

Request: Receive a status report on the Western Avenue Corridor Street Enhancement Strategy.

**ACTION: RECEIVED AND FILED A STATUS REPORT ON THE WESTERN AVENUE CORRIDOR STREET ENHANCEMENT STRATEGY, ON A VOTE OF 6-0.**

ITEMS TO BE PLACED ON FUTURE AGENDAS:

**4. PRE-AGENDA FOR THE MEETING ON APRIL 25, 2017**

**ACTION: ACCEPTED AS PRESENTED ON A VOTE OF 6-0 WITH DIRECTOR MIHRANIAN REPORTING THAT THE APPEAL OF VIEW PRESERVATION PERMIT BY THE RANCHO PALOS VERDES ESTATES HOA WILL BE CONTINUED TO JUNE 13, 2017 AT THE REQUEST OF BOTH PARTIES.**

**ADJOURNMENT: 9:35PM**

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

Notes:

1. Staff reports are available for inspection at City Hall, 30940 Hawthorne Boulevard during regular business hours, 7:30 A.M. to 5:30 P.M. Monday – Thursday and 7:30 A.M. to 4:30 P.M. on Friday. The agenda and staff reports can also be viewed at 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](http://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.



## Applications of Note as of April 12, 2017

<b>Case No.</b>	<b>Owner</b>	<b>Street Address</b>	<b>Project Description</b>	<b>Submitted</b>
<b>VRP2017-00030</b>	OETIKER, KURT & ILSE J	6504 VIA BARON	View Analysis request for foliage located within the Vanderlip Park.	4/11/2017
<i>City Tree Review Permit</i>				
<b>ZON2017-00135</b>	KLINK, DANIEL B & COURTNEY M	27104 SHOREWOOD RD	This approval is for a 368sf addition and interior remodel (less than 50%) to an (E) single family residence.	4/6/2017
<i>Site Plan Review Foliage Analysis</i>				

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