

**MEMORANDUM**

**TO: RANCHO PALOS VERDES CITY COUNCIL**

**FROM: DOUG WILLMORE, CITY MANAGER**

**DATE: SEPTEMBER 26, 2018**

**SUBJECT: ADMINISTRATIVE REPORT NO. 18-38**

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

- **CITY MANAGER – PAGE 3**
  - Arrest of Former City Building Inspector
  - Follow-Up on AQMD Refinery Committee Meeting
  - Situational Awareness Seminar Recap
  - Increase of Car Break-Ins at PVIC and Abalone Cove
- **FINANCE – PAGE 4**
  - FY2017-18 Year-End Audit
- **PUBLIC WORKS – PAGE 4**
  - Residential Streets Rehabilitation Project, Area 8 (Miraleste Area Neighborhoods)
  - Maintenance Activities
  - PVIC Outdoor Lighting Project
- **COMMUNITY DEVELOPMENT – PAGE 5**
  - General Plan Update
  - Campaign Signs
  - Marymount Formally Withdraws their CUP Revision Application
  - Planning Commission Follow-up Agenda
- **RECREATION & PARKS – PAGE 5**
  - PVIC/Docents
  - Park Events
  - Volunteer Program
  - REACH
  - Healthy RPV Program
- **CORRESPONDENCE AND INFORMATION RECEIVED (See Attachments)**
  - Calendars – Page 7
  - Tentative Agendas – Page 10

ADMINISTRATIVE REPORT

September 26, 2018

Page 2

- Channel 33 & 38 Schedule – Page 15
- Channel 35 & 39 Schedule – Page 16
- Crime Report – no report
- PRA Log – Page 17

## **CITY MANAGER**

**Arrest of Former City Building Inspector:** On September 25<sup>th</sup>, Lomita Sheriff's Station deputies arrested former City building inspector Andy Jensen on 89 counts of criminal voyeurism. The arrest was the culmination of a City employee's discovery of a hidden camera in an employee restroom at City Hall on July 5<sup>th</sup>. Staff cooperated with the Sheriff's Department in its criminal investigations and launched its own internal administrative investigation. Mr. Jensen was placed on administrative leave on August 2<sup>nd</sup>, and tendered his resignation to the City last week.

The attached press release was distributed after Staff was advised of Mr. Jensen's arrest by the Sheriff's Department on Tuesday afternoon. The story has been reported on by the [Daily Breeze](#), the [Los Angeles Times](#) and several local television stations. A link to the City's statement has been posted on our website home page and the City's social media outlets.

**Follow-Up on AQMD Refinery Committee Meeting:** The *Daily Breeze* reported that [AQMD Refinery Committee held a 7-hour public meeting](#) in Wilmington last Saturday, September 22<sup>nd</sup>. The Committee directed its staff to develop regulations to mitigate the risk—[or to possibly phase out the use](#)—of modified hydrofluoric acid (MHF) at two (2) South Bay refineries. The Committee is expected to meet again in May 2019 to consider the recommendations developed by AQMD. Staff will continue to monitor this issue and report back to the City Council in future Weekly Administrative Reports.

**Situational Awareness Seminar Recap:** All Peninsula residents were invited to attend the Situational Awareness Seminars held on September 20, 2018 at the Norris Pavilion. Approximately 70 residents attended the seminars and learned best practices for personal safety and situational awareness, an overview of "Run, Hide, Fight, and Treat" and what to expect in law enforcement situations. Erik Franco, an enforcement instructor, was the presenter. The seminar was recorded and will be aired on the local cable channel at a later date.

**Increase of Car Break-Ins at PVIC and Abalone Cove:** During the week of September 17, 2018, there were multiple car break-ins at the Point Vicente Interpretive Center (PVIC) parking lot during daylight hours and at the Abalone Cove parking lot during evening hours. Unfortunately, victims included not only park patrons, but also City Staff members and docents. Visitors are reminded to always lock their vehicles, set an alarm and to never leave valuables in plain sight. In the case suspicious activity is overserved, immediately contact the Lomita Sheriff's Station at (310) 539-1661. In the case of an emergency, call or text 9-1-1.

### **Attachment:**

Statement on the Arrest of Andy Jensen – Page 28

## **FINANCE**

**FY2017-18 Year-End Audit:** The City's independent auditor, White Nelson Diehl Evans LLP will be at City Hall the week of October 22<sup>nd</sup> to perform the year-end audit of the City's financial Schedules. The purpose of the audit is designed to ensure that the financial information used for managing budgets and reporting financial results are reliable and timely.

## **PUBLIC WORKS**

**Residential Streets Rehabilitation Project, Area 8 (Miraleste Area Neighborhoods):** This project consists of curb, gutter, sidewalk and street repairs in public, residential neighborhoods adjacent to Palos Verdes Drive East (Via Subida and north) and adjacent to Miraleste Drive. Work this week included continued concrete and asphalt repairs. Door hanger notifications will continue to be given to affected residents prior to any construction adjacent to their residence. More information on the project can be found on the City Website by typing in the following link. <http://www.rpvca.gov/800/Residential-Streets-Rehabilitation-Project>



**Maintenance Activities:** This week Public Works relocated a speed radar in the Fond Du Lac Neighborhood near Peninsula High school to help reduce speeding in that area. Public Works also responded and removed a large tree limb on Palos Verdes Drive East. Furthermore, the maintenance crew continued the watering of trees along Crest road and also worked with the local HOA in the Ladera Linda area to paint curbs red in their neighborhood and set up parking to help with visitors parking in the appropriate areas. Lastly, Public Works was able to put back a large utility vault cover near Crenshaw and Crest.

**PVIC Outdoor Lighting Project:** Staff met with the vendor and lighting manufacturer, reviewed the photometric study results, and conducted a site visit. Staff has notified the neighboring HOA, Ocean Front Estates, of the City Council approval of the project including the scope of work.

## **COMMUNITY DEVELOPMENT**

General Plan Update: With the adoption of the updated General Plan at last week's City Council meeting, the document is now in effect. Hard copies of the final document will be available in late October. As mentioned at last week's meeting, any wordsmith edits should be submitted to Staff by October 5th. Staff will soon begin the process of amending the City's Zoning Map and Development Code to reflect the updated General Plan.

Campaign Signs: Election season is upon us and as a friendly reminder, the City's Municipal Code allows campaign signs (without the need to obtain permits) so long as the following simple conditions are complied with:

- No signs shall be placed in the public right-of-way (which includes the center medians, parkways and intersections)
- Signs placed on private property shall not exceed four (4) square feet in area, nor exceed four (4) feet in overall height and must be placed at least five (5) feet inside the property line;
- Absolutely no illuminated, flashing, or moving signs, nor suspended or airborne signs such as flags, pennants, or balloons are permitted; and,
- Signs shall be displayed no more than 90 days prior to Election Day and all campaign signs should be removed immediately following Election Day.

The City's Code Enforcement Officers will remove any campaign signs placed in the public right-of-way and maintain a record of noncompliant signs. The non-compliant signs collected by the City may be retrieved at the Community Development Department's public counter.

Marymount Formally Withdraws their CUP Revision Application: As reported last week, Marymount announced the withdrawal of their Conditional Use Permit Revision application to amend the existing Conditions of Approval to extend Phase Three to June 30, 2021, or for three years. On September 20, 2018, the University submitted a letter formally withdrawing their Conditional Use Permit Revision application. The project case has been closed out by City Staff and a refund of the application fee is in process.

Planning Commission Follow-up Agenda: See attached follow-up agenda from the Planning Commission meeting on Tuesday, September 25, 2018.

### Attachments:

Marymount Withdrawal Letter – Page 30

P.C. Follow-up Agenda for September 25, 2018 – Page 31

## **RECREATION & PARKS**

PVIC/Docents: The new docent class will meet on Wednesday for training. The Sunset Room is rented on Saturday and Sunday for private events.

## ADMINISTRATIVE REPORT

September 26, 2018

Page 6

Little Fish Tales met in the Sunset Room at PVIC on September 20, 2018 from 10:30am to 11:30am. Kids enjoyed books, songs and movement with a fall and horse theme. After story time, a horse-themed collage craft was offered which offered kids an opportunity to work on fine motor skills with cutting and glue sticks. There were 20 children in attendance.



Hesse Park: The facilities are rented this week for thirteen indoor recreation classes, four non-profit group rentals, two Peninsula Seniors activities, one City meeting, two private rentals, and one outdoor sports field rental.

Ladera Linda Park: The facilities are rented this week for three recreation classes, one non-profit rental. On Tuesday, Flutterby Storytime was held.

Ryan Park: The facilities are rented this week for four indoor recreation classes, one private rental, and two youth sports leagues.

Volunteer Program: This week's Abalone Cove beach cleanup was rescheduled to Oct 27th. The cleanup will take place at the Sacred Cove area.

REACH: On Monday, REACH enjoyed a fall-themed dinner followed by an evening of arts and crafts. On Wednesday, REACH dined at In N Out burger followed by an evening at the batting cages. On Saturday, REACH enjoyed a day of mini-golf at Mulligans.

Healthy RPV Program: This is the last month Open Gym will be held until next year.

Open Gym regular schedule:

Sundays, 10am-12pm Miraleste Intermediate School

Sundays, 2-4pm, Peninsula High School

Wednesdays, 7-9pm, Miraleste Intermediate School

Open Gym had the following attendance:

Wednesday, September 19, 2018, 6 people attended @ Miraleste

Sunday, September 23, 2018, 5 people attended @ Miraleste,

8 people attended @ Peninsula High



# September 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3  <b>City Hall Closed</b>	4 7:00 pm – City Council Meeting @ Hesse Park	5 1:00 pm – PV Historical Society Meeting @ Hesse Park  6:30 pm – Traffic Safety Committee Special Meeting @ City Hall Community Room	6	7  <b>45<sup>th</sup> Anniversary of the City of Rancho Palos Verdes</b>	8
9 12:00 pm- 4:00pm- A Day in the Park @ Hesse Park. Celebrating the 45 <sup>th</sup> Anniversary of RPV	10	11 7:00 pm – Planning Commission Meeting @ Hesse Park	12 7:30 pm – ACLAD Meeting @ City Hall Community Room	13	14	15 9:00 am–12:00 pm – Coastal Cleanup Day @ Abalone Cove
16 10:00 am–12:00 pm – Native Plant Garden Volunteer Event @ PVIC	17 6:00 pm – IMAC Meeting @ City Hall Community Room	18 7:00 pm – City Council Meeting @ Hesse Park	19 11:45 am – Mayor’s Lunch @ The Depot (Mayor Brooks)  1:30 pm – Sanitation District Meeting (Mayor Brooks)	20 7:00 pm – Emergency Preparedness Committee @ City Hall Community Room	21	22
23	24 5:00 pm-Klondike Canyon Meeting @Ladera Linda Community Center	25 7:00 pm – Planning Commission Meeting @ Hesse Park	26	27 <del>6:00pm – Civic Center Advisory Committee @ City Hall Community Room</del> - CANCELLED	28 8:00 am – Mayor’s Breakfast @ Trump National Golf Club/Golfer’s Lounge (Brooks/Cruikshank)	29
30						



# October 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2 7:00 pm – City Council Meeting @ Hesse Park	3 1:00 pm – PV Historical Society Meeting @ Hesse Park	4 6:00pm – Civic Center Advisory Committee Special Mtg. @ City Hall Community Room	5	6
7	8	9 <del>7:00 pm – Planning Commission Meeting @ Hesse Park</del> <b>CANCELLED</b>	10 7:30 pm – ACLAD Meeting @ City Hall Community Room	11 7:00 pm – Finance Advisory Committee Meeting @ City Hall Community Room	12	13
14 10:00 am–12:00 pm – Native Plant Garden Volunteer Event @ PVIC	15	16 7:00 pm – City Council Meeting @ Hesse Park	17 11:45 am – Mayor’s Lunch @ The Depot (Mayor Brooks) 1:30 pm – Sanitation District Meeting (Mayor Brooks) 6:00 pm-Quarterly Nature Preserve Public Forum @ City Hall Community Room	18 7:00 pm – Emergency Preparedness Committee @ City Hall Community Room	19	20
21	22 5:00 pm-Klondike Canyon Meeting @Ladera Linda Community Center 7:00 pm – Traffic Safety Committee @ City Hall Community Room	23 7:00 pm – Planning Commission Meeting @ Hesse Park 7:00 pm – Finance Advisory Committee Meeting (FAC) @ City Hall Community Room	24 6:00 pm – Civic Center Advisory Committee Meeting @ City Hall Community Room	25 6:00 pm – Civic Center Advisory Committee @ City Hall Community Room 7:00 pm-All Hazards Emergency Preparedness Presentation @ Ridgecrest Intermediate School	26 8:00 am—Mayor’s Breakfast @ Trump National Golf Club/Golfer’s Lounge (Brooks/Duhovic)	27
28 12:00 pm – Annual Prepared Peninsula EXPO@ Norris Pavilion (RHE)	29	30	31			



# November 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6 7:00 pm – City Council Meeting @ Hesse Park 7:00 pm – ACLAD Meeting @ City Hall Community Room	7 1:00 pm – PV Historical Society Meeting @ Hesse Park	8 8:00 am – Peninsula Regional Law Enforcement @ RH City Hall (Brooks & Alegria)	9	10
11	12  City Hall Closed to Public	13 7:00 pm – Planning Commission Meeting @ Hesse Park	14 7:30 pm – ACLAD Board Meeting @ City Hall Community Room	15 7:00 pm – Emergency Preparedness Committee @ City Hall Community Room	16 8:00 am – Mayor’s Breakfast @ Trump National Golf Club/Golfer’s Lounge (Brooks/Dyda)	17
18 10:00 am–12:00 pm – Native Plant Garden Volunteer Event @ PVIC	19 6:00 pm – IMAC Meeting @ City Hall Community Room	20 7:00 pm – City Council Meeting @ Hesse Park	21 11:45 am – Mayor’s Lunch @ The Depot (Mayor Brooks) 1:30 pm – Sanitation District Meeting (Mayor Brooks)	22  Thanksgiving Holiday – City Hall Closed	23 	24
25	26 5:00 pm-Klondike Canyon Meeting @Ladera Linda Community Center	27 7:00 pm – Planning Commission Meeting @ Hesse Park	28	29 6:00pm – Civic Center Advisory Committee @ City Hall Community Room	30	

## TENTATIVE AGENDAS

*Agenda items listed below will be presented to the City Council for their consideration*

DEPARTMENT	AGENDA SECTION	AGENDA TITLE	ESTIMATED TIME
<b>October 16, 2018</b>	<b>6:00 PM</b>	<b>CITY COUNCIL REGULAR MEETING - CLOSED SESSION/STUDY SESSION</b>	
	CLOSED SESSION		
	STUDY SESSION	Study Session Discussion	
<b>October 16, 2018</b>	<b>7:00 PM</b>	<b>CITY COUNCIL REGULAR MEETING</b>	<b>3:15</b>
ADMIN	CONSENT CALENDAR	Minutes - 9/4/18, 9/18/18	
FINANCE	CONSENT CALENDAR	Warrant Register	
CDD	CONSENT CALENDAR	1st Reading/Intro of Lot Line Adjustment Title 16	
CDD	CONSENT CALENDAR	2nd Reading/Adoption of amendment to Exception T Code Ordinance	
CDD	CONSENT CALENDAR	2nd Reading/Adoption of amendment to Leaf Blower Ordinance	
PUBLIC WORKS	CONSENT CALENDAR	Award CBDG Consultant contract	
PUBLIC WORKS	CONSENT CALENDAR	Award Contract to NV5 for Parking Lot & Lighting at Hesse Park	
REC & PARKS	CONSENT CALENDAR	Resolution to apply for Habitat Conservation Fund grant application	
			1:00
CDD	PUBLIC HEARING	Zone change of three properties at Rue le Charlene	0:10
ADMIN	REGULAR BUSINESS	Health benefit options	0:30
PUBLIC WORKS	REGULAR BUSINESS	RFP for engineering analysis, evaluation, and design for the lower portion of the Portuguese Bend Landslide Complex and consideration of RFP for hydrologic study of the watershed in the Portuguese Bend Landslide Complex	0:20
PUBLIC WORKS	REGULAR BUSINESS	PVDE Trail Improvements at Bronco	0:40
PUBLIC WORKS	REGULAR BUSINESS	Approve Use Covenant for Measure A Grant Funded for PB Open Space Acquisitions	0:20
<b>November 7, 2018</b>	<b>6:00 PM</b>	<b>CITY COUNCIL SPECIAL MEETING - CLOSED SESSION</b>	
<b>**WEDNESDAY**</b>	CLOSED SESSION		
<b>November 7, 2018</b>	<b>7:00 PM</b>	<b>CITY COUNCIL SPECIAL MEETING</b>	<b>3:00</b>
<b>**WEDNESDAY**</b>	AGENCY MEETING	Improvement Authority Meeting	0:05
	AGENCY MEETING	Successor Agency Meeting	0:05
ADMIN	CONSENT CALENDAR	Minutes	
ADMIN	CONSENT CALENDAR	Cancel 11/20/18 CC mtg due to Thanksgiving holiday	
FINANCE	CONSENT CALENDAR	Warrant Register	
CDD	CONSENT CALENDAR	2nd Reading/Adoption of Lot Line Adjustment Title 16	
REC & PARKS	CONSENT CALENDAR	Night Hike Permit Policy	
REC & PARKS	CONSENT CALENDAR	Approve Use Covenant for Measure A Grants Acquired by PVPLC for Preserve Improvements	
		continued on next page	1:00

## TENTATIVE AGENDAS

*Agenda items listed below will be presented to the City Council for their consideration*

DEPARTMENT	AGENDA SECTION	AGENDA TITLE	ESTIMATED TIME
	PUBLIC HEARING	NO ITEMS SCHEDULED AT THIS TIME	
FINANCE	REGULAR BUSINESS	Consideration of Financing Options for Purchase of Street Lights from SCE	0:20
FINANCE	REGULAR BUSINESS	Year End FY 2017-18 Report	0:15
CDD	REGULAR BUSINESS	Consideration of parking enforcement positions	0:15
PUBLIC WORKS	REGULAR BUSINESS	Parking Station on Crenshaw and Park Place	0:45
<b>November 20, 2018 6:00 PM CITY COUNCIL REGULAR MEETING - CLOSED SESSION/STUDY SESSION</b>			
	CLOSED SESSION	NO ITEMS SCHEDULED AT THIS TIME	
	STUDY SESSION	NO ITEMS SCHEDULED AT THIS TIME	
<b>November 20, 2018 7:00 PM CITY COUNCIL REGULAR MEETING</b>			
	CONSENT CALENDAR	NO ITEMS SCHEDULED AT THIS TIME	
	PUBLIC HEARING	NO ITEMS SCHEDULED AT THIS TIME	
	REGULAR BUSINESS	NO ITEMS SCHEDULED AT THIS TIME	
<b>December 4, 2018 6:00 PM CITY COUNCIL REGULAR MEETING - CLOSED SESSION</b>			
	CLOSED SESSION	NO ITEMS SCHEDULED AT THIS TIME	
<b>December 4, 2018 7:00 PM CITY COUNCIL REGULAR MEETING 3:00</b>			
	AGENCY MEETING	Improvement Authority Meeting	0:05
	AGENCY MEETING	Successor Agency Meeting	0:05
	MAYORS ANNOUNCEMENTS	Sheriff McDonnell Award for RPV	0:05
ADMIN	CONSENT CALENDAR	Minutes	1:00
FINANCE	CONSENT CALENDAR	Warrant Register	
CDD	PUBLIC HEARING	Water Efficiency Landscape (WELO) Code Amendment	0:15
ADMIN	REGULAR BUSINESS	Council Reorganization	0:30
REC & PARKS	REGULAR BUSINESS	Preserve Online Reservation Options	0:45

## TENTATIVE AGENDAS

*Agenda items listed below will be presented to the City Council for their consideration*

DEPARTMENT	AGENDA SECTION	AGENDA TITLE	ESTIMATED TIME
<b>December 18, 2018</b>	<b>6:00 PM</b>	<b>CITY COUNCIL REGULAR MEETING - CLOSED SESSION/STUDY SESSION</b>	
	CLOSED SESSION	NO ITEMS SCHEDULED AT THIS TIME	
	STUDY SESSION	Study Session Discussion	
<b>December 18, 2018</b>	<b>7:00 PM</b>	<b>CITY COUNCIL REGULAR MEETING</b>	<b>3:40</b>
FINANCE	CONSENT CALENDAR	Warrant Register	1:00
ADMIN	CONSENT CALENDAR	Minutes	
ADMIN	CONSENT CALENDAR	Border Issues Update	
ADMIN	CONSENT CALENDAR	Cancellation of 1/2/19 CC Mtg	
ADMIN	CONSENT CALENDAR	Update on Emergency Preparedness	
PUBLIC WORKS	PUBLIC HEARING	Park Place	0:30
ADMIN	REGULAR BUSINESS	Council Committee Assignments for 2019	0:10
FINANCE/PUB WORKS	REGULAR BUSINESS	Consideration of AB Cove Sewer District Financing Solutions	1:00
REC & PARKS	REGULAR BUSINESS	1st Reading/Intro of Public Drinking Ordinance	0:15
REC & PARKS	REGULAR BUSINESS	1st Reading/Intro of Special Events Permit Enforcement Ordinance	0:15
REC & PARKS	REGULAR BUSINESS	Rattlesnake Trail Security Options	0:15
<b>January 2, 2019</b>	<b>6:00 PM</b>	<b>CITY COUNCIL REGULAR MEETING - CLOSED SESSION</b>	
	CLOSED SESSION	NO ITEMS SCHEDULED AT THIS TIME	
<b>January 2, 2019</b>	<b>7:00 PM</b>	<b>CITY COUNCIL REGULAR MEETING</b>	
	CONSENT CALENDAR	NO ITEMS SCHEDULED AT THIS TIME	
	PUBLIC HEARING	NO ITEMS SCHEDULED AT THIS TIME	
	REGULAR BUSINESS	NO ITEMS SCHEDULED AT THIS TIME	
<b>January 15, 2019</b>	<b>6:00 PM</b>	<b>CITY COUNCIL REGULAR MEETING - CLOSED SESSION/STUDY SESSION</b>	
	CLOSED SESSION	NO ITEMS SCHEDULED AT THIS TIME	
	STUDY SESSION	NO ITEMS SCHEDULED AT THIS TIME	

## TENTATIVE AGENDAS

*Agenda items listed below will be presented to the City Council for their consideration*

DEPARTMENT	AGENDA SECTION	AGENDA TITLE	ESTIMATED TIME
<b>January 15, 2019 7:00 PM CITY COUNCIL REGULAR MEETING</b>			<b>2:00</b>
ADMIN	CONSENT CALENDAR	Minutes	1:00
FINANCE	CONSENT CALENDAR	Warrant Register	
	PUBLIC HEARING	NO ITEMS SCHEDULED AT THIS TIME	
FINANCE	REGULAR BUSINESS	Business Tax Ordinance	0:30
PUBLIC WORKS	REGULAR BUSINESS	Update on underground utilities	0:15
<b>February 5, 2018 6:00 PM CITY COUNCIL REGULAR MEETING - CLOSED SESSION</b>			
	CLOSED SESSION	NO ITEMS SCHEDULED AT THIS TIME	
<b>February 5, 2019 7:00 PM CITY COUNCIL REGULAR MEETING</b>			<b>1:45</b>
ADMIN	CONSENT CALENDAR	Minutes	1:00
FINANCE	CONSENT CALENDAR	Warrant Register	
	PUBLIC HEARING	Green Hills Annual Review	0:30
	REGULAR BUSINESS	NO ITEMS SCHEDULED AT THIS TIME	
<b>February 19, 2019 6:00 PM CITY COUNCIL REGULAR MEETING - CLOSED SESSION/STUDY SESSION</b>			
	CLOSED SESSION	NO ITEMS SCHEDULED AT THIS TIME	
	STUDY SESSION	Study Session Discussion	
<b>February 19, 2019 7:00 PM CITY COUNCIL REGULAR MEETING</b>			<b>1:15</b>
ADMIN	CONSENT CALENDAR	Minutes	1:00
FINANCE	CONSENT CALENDAR	Warrant Register	
	PUBLIC HEARING	NO ITEMS SCHEDULED AT THIS TIME	
	REGULAR BUSINESS	NO ITEMS SCHEDULED AT THIS TIME	

## TENTATIVE AGENDAS

*Agenda items listed below will be presented to the City Council for their consideration*

DEPARTMENT	AGENDA SECTION	AGENDA TITLE	ESTIMATED TIME
<b>FUTURE AGENDA ITEMS - Identified at Council meetings and pending receipt of memo from Councilmember</b>			
<u>Request Date:</u>	<u>Requested By:</u>	<u>Item:</u>	
6/20/2017	Dyda	Consider study session as work session with discussion on specific topic of interest	
9/19/2017	Dyda	Revise Ordinance format to include a Statement of Intent	
<b>FUTURE AGENDA ITEMS AGENDIZED OR OTHERWISE BEING ADDRESSED</b>			0:15
<u>Request Date:</u>	<u>Requested By:</u>	<u>Item:</u>	<u>Agendized Date:</u>
3/7/2017	Brooks	Public Drinking Ordinance	12/18/2018
3/7/2017	Brooks	Special Events Permit Enforcement Ordinance	12/18/2018
1/16/2018	Cruikshank	Business License Tax Ordinance	12/18/2018
4/17/2018	Alegria	Update on Emergency Preparedness	12/18/2018
6/5/2018	Brooks	Leaf Blower Ordinance	10/2/2018
6/19/2018	Brooks	City Charter Special Meeting	TBD
8/21/2018	Alegria	City Council Strategic Plan Special Meeting	TBD
9/18/2018	Brooks	Renaming of Abalone Cove Shoreline Park	TBD

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	September 30, 2018	October 1, 2018	October 2, 2018	October 3, 2018	October 4, 2018	October 5, 2018	October 6, 2018
6:00 AM - 6:30 AM	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming
6:30 AM - 7:00 AM	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming
7:00 AM - 7:30 AM	City Talk - Mayor Susan Brooks	City Talk - Mayor Susan Brooks	City Talk - Mayor Susan Brooks	City Talk - Mayor Susan Brooks	City Talk - Mayor Susan Brooks	City Talk - Mayor Susan Brooks	City Talk - Mayor Susan Brooks
7:30 AM - 8:00 AM	Around the Peninsula - Beach Safety and Charity Golf	Around the Peninsula - Beach Safety and Charity Golf	Around the Peninsula - Beach Safety and Charity Golf	Around the Peninsula - Beach Safety and Charity Golf	Around the Peninsula - Beach Safety and Charity Golf	Around the Peninsula - Beach Safety and Charity Golf	Around the Peninsula - Beach Safety and Charity Golf
8:00 AM - 8:30 AM	Around the Peninsula -Lower Hesse Park Ribbon Cutting	Around the Peninsula -Lower Hesse Park Ribbon Cutting	Around the Peninsula -Lower Hesse Park Ribbon Cutting	Around the Peninsula -Lower Hesse Park Ribbon Cutting	Around the Peninsula -Lower Hesse Park Ribbon Cutting	Around the Peninsula -Lower Hesse Park Ribbon Cutting	Around the Peninsula -Lower Hesse Park Ribbon Cutting
8:30 AM - 9:00 AM	Around the Peninsula - Admiral Risty	Around the Peninsula - Admiral Risty	Around the Peninsula - Admiral Risty	Around the Peninsula - Admiral Risty	Around the Peninsula - Admiral Risty	Around the Peninsula - Admiral Risty	Around the Peninsula - Admiral Risty
09:00 AM - 9:30 AM	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming
9:30 AM - 10:00 AM	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming
10:00 AM -10:30AM	Lectures with Lianne	Lectures with Lianne	Lectures with Lianne	Lectures with Lianne	Lectures with Lianne	Lectures with Lianne	Lectures with Lianne
10:30 AM - 11 AM							
11:00 AM -11:30 AM	City Talk - Sheriff's Captain Dan Beringer	City Talk - Sheriff's Captain Dan Beringer	City Talk - Sheriff's Captain Dan Beringer	City Talk - Sheriff's Captain Dan Beringer	City Talk - Sheriff's Captain Dan Beringer	City Talk - Sheriff's Captain Dan Beringer	City Talk - Sheriff's Captain Dan Beringer
11:30 AM -12:00PM	Around the Peninsula - PV Artists' Studio Tour	Around the Peninsula - PV Artists' Studio Tour	Around the Peninsula - PV Artists' Studio Tour	Around the Peninsula - PV Artists' Studio Tour	Around the Peninsula - PV Artists' Studio Tour	Around the Peninsula - PV Artists' Studio Tour	Around the Peninsula - PV Artists' Studio Tour
12:00 PM -12:30PM	Battle of Darwin Part 2 & Zero Arrival	Battle of Darwin Part 2 & Zero Arrival	Battle of Darwin Part 2 & Zero Arrival	Palos Verdes Concours d'Elegance 2017 at Zamperini Field (Cars and Planes)	Palos Verdes Concours d'Elegance 2017 at Zamperini Field (Cars and Planes)	Palos Verdes Concours d'Elegance 2017 at Zamperini Field (Cars and Planes)	Palos Verdes Concours d'Elegance 2017 at Zamperini Field (Cars and Planes)
12:30 PM - 1:00PM	Rob Hertberg/Tom Nightingale	Rob Hertberg/Tom Nightingale	Rob Hertberg/Tom Nightingale				
1:00 PM - 1:30PM	Around the Peninsula - Beach Safety and Charity Golf	Around the Peninsula - Beach Safety and Charity Golf	Around the Peninsula - Beach Safety and Charity Golf	Around the Peninsula - Beach Safety and Charity Golf	Around the Peninsula - Beach Safety and Charity Golf	Around the Peninsula - Beach Safety and Charity Golf	Around the Peninsula - Beach Safety and Charity Golf
1:30 PM - 2:00PM	City Talk - Sheriff's Captain Dan Beringer	City Talk - Sheriff's Captain Dan Beringer	City Talk - Sheriff's Captain Dan Beringer	City Talk - Sheriff's Captain Dan Beringer	City Talk - Sheriff's Captain Dan Beringer	City Talk - Sheriff's Captain Dan Beringer	City Talk - Sheriff's Captain Dan Beringer
2:00 PM - 2:30PM	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming
2:30 PM - 3:00PM	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming
3:00 PM - 3:30PM	Around the Peninsula - Admiral Risty	Around the Peninsula - Admiral Risty	Around the Peninsula - Admiral Risty	Around the Peninsula - Admiral Risty	Around the Peninsula - Admiral Risty	Around the Peninsula - Admiral Risty	Around the Peninsula - Admiral Risty
3:30 PM - 4:00 PM	Around the Peninsula - PV Artists' Studio Tour	Around the Peninsula - PV Artists' Studio Tour	Around the Peninsula - PV Artists' Studio Tour	Around the Peninsula - PV Artists' Studio Tour	Around the Peninsula - PV Artists' Studio Tour	Around the Peninsula - PV Artists' Studio Tour	Around the Peninsula - PV Artists' Studio Tour
4:00 PM - 4:30PM	City Talk - Mayor Susan Brooks	City Talk - Mayor Susan Brooks	City Talk - Mayor Susan Brooks	City Talk - Mayor Susan Brooks	City Talk - Mayor Susan Brooks	City Talk - Mayor Susan Brooks	City Talk - Mayor Susan Brooks
4:30 PM - 5:00PM	Around the Peninsula - Beach Safety and Charity Golf	Around the Peninsula - Beach Safety and Charity Golf	Around the Peninsula - Beach Safety and Charity Golf	Around the Peninsula - Beach Safety and Charity Golf	Around the Peninsula - Beach Safety and Charity Golf	Around the Peninsula - Beach Safety and Charity Golf	Around the Peninsula - Beach Safety and Charity Golf
5:00 PM - 5:30PM	City Talk - Sheriff's Captain Dan Beringer	City Talk - Sheriff's Captain Dan Beringer	City Talk - Sheriff's Captain Dan Beringer	City Talk - Sheriff's Captain Dan Beringer	City Talk - Sheriff's Captain Dan Beringer	City Talk - Sheriff's Captain Dan Beringer	City Talk - Sheriff's Captain Dan Beringer
5:30 PM - 6:00PM	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming
6:00 PM - 6:30PM	City Talk - Mayor Susan Brooks	City Talk - Mayor Susan Brooks	City Talk - Mayor Susan Brooks	City Talk - Mayor Susan Brooks	City Talk - Mayor Susan Brooks	City Talk - Mayor Susan Brooks	City Talk - Mayor Susan Brooks
6:30 PM - 7:00PM	Around the Peninsula - PV Artists' Studio Tour	Around the Peninsula - PV Artists' Studio Tour	Around the Peninsula - PV Artists' Studio Tour	Around the Peninsula - PV Artists' Studio Tour	Around the Peninsula - PV Artists' Studio Tour	Around the Peninsula - PV Artists' Studio Tour	Around the Peninsula - PV Artists' Studio Tour
7:00 PM - 7:30PM	Palos Verdes Concours d'Elegance 2017 at Zamperini Field (Cars and Planes)	Palos Verdes Concours d'Elegance 2017 at Zamperini Field (Cars and Planes)	The City of Rancho Palos Verdes LIVE City Council Meeting October 2, 2018	U-2 / TR1 Pilot Rob Rowe, Colonel			
7:30 PM - 8:00PM							
8:00 PM - 8:30PM	Around the Peninsula - Admiral Risty	Around the Peninsula - Admiral Risty		Around the Peninsula - Admiral Risty			
8:30 PM - 9:00PM	City Talk - Sheriff's Captain Dan Beringer	City Talk - Sheriff's Captain Dan Beringer		City Talk - Sheriff's Captain Dan Beringer			
9:00 PM - 9:30PM	City Talk - Mayor Susan Brooks	City Talk - Mayor Susan Brooks		City Talk - Mayor Susan Brooks			
9:30 PM - 10:00PM	Around the Peninsula - Beach Safety and Charity Golf	Around the Peninsula - Beach Safety and Charity Golf		Around the Peninsula - Beach Safety and Charity Golf	Around the Peninsula - Beach Safety and Charity Golf	Around the Peninsula - Beach Safety and Charity Golf	Around the Peninsula - Beach Safety and Charity Golf
10:00 PM -10:30PM	Lectures with Lianne	Lectures with Lianne		Lectures with Lianne	Lectures with Lianne	Lectures with Lianne	Lectures with Lianne
10:30 PM -11:00PM							
11:00 PM -11:30PM	Vintage Vehicle Show	Vintage Vehicle Show	Vintage Vehicle Show	Vintage Vehicle Show	Vintage Vehicle Show	Vintage Vehicle Show	Vintage Vehicle Show
11:30 PM -12:00 AM							
12:00 AM - 1:00 AM	Community Announcements	Community Announcements	Community Announcements	Community Announcements	Community Announcements	Community Announcements	Community Announcements
1:00 AM - 6:00 AM	Community Announcements	Community Announcements	Community Announcements	Community Announcements	Community Announcements	Community Announcements	Community Announcements

	Sunday	Monday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	September 29, 2018	September 30, 2018	September 30, 2018	October 1, 2018	October 2, 2018	October 3, 2018	October 4, 2018	October 5, 2018
6:00 AM - 6:30 AM								
6:30 AM - 7:00 AM								
7:00 AM - 7:30 AM	The City of Rancho Palos Verdes City Council Meeting, September 18, 2018	The City of Rancho Palos Verdes City Council Meeting, September 18, 2018	The City of Rancho Palos Verdes City Council Meeting, September 18, 2018	The City of Rancho Palos Verdes City Council Meeting, September 18, 2018	The City of Rancho Palos Verdes City Council Meeting, September 18, 2018	The City of Rancho Palos Verdes City Council Meeting, October 2, 2018	The City of Rancho Palos Verdes City Council Meeting, October 2, 2018	The City of Rancho Palos Verdes City Council Meeting, October 2, 2018
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, September 11, 2018	The City of Rancho Palos Verdes Planning Commission Meeting, September 11, 2018	The City of Rancho Palos Verdes Planning Commission Meeting, September 11, 2018	The City of Rancho Palos Verdes Planning Commission Meeting, September 11, 2018	The City of Rancho Palos Verdes Planning Commission Meeting, September 11, 2018	The City of Rancho Palos Verdes Planning Commission Meeting, September 11, 2018	The City of Rancho Palos Verdes Planning Commission Meeting, September 11, 2018	The City of Rancho Palos Verdes Planning Commission Meeting, September 11, 2018
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	Community Announcements	Community Announcements	Community Announcements	Community Announcements	Community Announcements	Community Announcements	Community Announcements	Community Announcements
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								
6:30 PM - 7:00 PM	Palos Verdes Peninsula Coordinating Council	Palos Verdes Peninsula Coordinating Council	Palos Verdes Peninsula Coordinating Council	Palos Verdes Peninsula Coordinating Council	Palos Verdes Peninsula Coordinating Council	Palos Verdes Peninsula Coordinating Council	Palos Verdes Peninsula Coordinating Council	Palos Verdes Peninsula Coordinating Council
7:00 PM - 7:30 PM								
7:30 PM - 8:00 PM		The Palos Verdes Peninsula Unified School District (PVPUSD) Board of Education Meeting	The City of Rancho Palos Verdes LIVE City Council Meeting October 2, 2018					
8:00 PM - 8:30 PM	The City of Rancho Palos Verdes City Council Meeting, September 18, 2018							
8:30 PM - 9:00 PM		The City of Rolling Hills Estates City Council Meeting September 25, 2018	The City of Rancho Palos Verdes City Council Meeting, October 2, 2018	The City of Rolling Hills Estates City Council Meeting - September 25, 2018	The City of Rancho Palos Verdes City Council Meeting, October 2, 2018			
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								
11:30 PM - 12:00 AM								
12:00 AM - 1:00 AM								
1:00 AM - 6:00 AM								

PUBLIC RECORDS ACT REQUESTS - TRACKING LOG 2018

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
12/27/2017	1/2/2018	Accutrend Data Corp (Bela Christensen)	November 2017 New Business List (new business licenses)	01/02/2018 AAIL Cloke provided receipt of request. Provided cost of requested data on disk (disk and mailing cost). Awaiting payment. Completed.
12/26/2017	1/2/2018	K & B Engineering (Andres Amaro)	As Builts (Storm Drain, Sewer, Street Imps, Water, Traffic Signal & Streetlight Plans) along the intersection of Hawthorne Blvd and Locklenna Ave	01/02/2018 AAIL Cloke Provided receipt of request. Request forwarded to Engineering. 01/03/2018 AE Flannigan provided documents to requestor. Completed.
1/3/2018	1/3/2018	David Fahrenthold (Washington Post)	Trump National Golf Tax for Oct, Nov, Dec 2017.	01/03/2018 AAIL Cloke provided receipt of request. 01/11/2018 AC Proch provided October 2017 Trump National Golf Tax remittance amount. Information sent to requestor satisfies a portion of request. November and December Golf Tax remittance amounts remain outstanding. Amounts not received in 10-day PRA response window. Mr. Fahrenthold later requested documents on 1/29/18. Completed.
1/4/2018	1/4/2018	Christopher Hemmings	Requested RPV local police department information for 2012-2014.	01/04/2018 AAIL Cloke replied. Completed.
12/26/2017	1/2/2018	Center for Contract Compliance (Nick Santos)	Request for unredacted certified payroll and fringe benefit statements for Eastview Park Imps and Dog Park Construction project Sub-Contractor Tot Lot Pros, Inc (Horizons Construction Company International Inc)	1/5/2018 AAIL Cloke provided receipt of request. Forwarded request to PW Department. 1/9/2018 Per City Principal Engineer Dragoo, Tot Lot Pros did not provide labor on the Eastview Project, accordingly the City cannot comply with the CCC request. Completed.
1/5/2018	1/5/2018	Steve Kenny (steve@constructioninsider.net)	2017 November and December Permits Issued Reports	1/5/2018 Permit Tech Molina responded to request. Completed.
1/8/2018	1/8/2018	Center for Contract Compliance (Nick Santos)	Lower Hesse Park Improvements Project #109516 general contractor Pub Construction Inc certified payroll and fringe benefit records to include the workers' name and address.	1/9/2018 Forwarded to the Public Works dept. 1/16/2018 Received requested documents. Awaiting payment. 1/29/18 Check Received. Completed.
1/8/2018	1/8/2018	Center for Contract Compliance (Nick Santos)	ADA Access Imps Fred Hesse Park Project #022217. Bid documents.	1/9/2018 Forwarded to the Public Works dept. 1/10/2018 AE Flannigan provided the City Clerk's office with responsive docs. Docs emailed to requestor. Completed.
1/10/2018	1/10/2018	Fred Boettcher	Records regarding Michael Fantore	1/16/18 DCC responded to requestor. Docs will be picked up and paid for today. Completed.
1/12/2018	1/12/2018	Jeff Calvagna	Request for correspondence with Crown Castle regarding modifications to AT&T wireless facility located on a utility pole near Schooner Drive and Stalwart Drive	1/12/18 AA Zweizig forwarded to Public Works Dept. 1/22/18 14-day Extension Letter sent to requestor. 1/30/18 AA Zweizig responded. Completed.
1/12/2018	1/12/2018	Jeff Calvagna	Request for proposed Crown Castle AT&T wireless facility ASG69 encroachment permits	1/12/18 AA Zweizig forwarded to Public Works Dept. 1/17/18 AA Zweizig responded. Completed.

PUBLIC RECORDS ACT REQUESTS - TRACKING LOG 2018

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
1/12/2018	1/12/2018	Sharon Loveys	Request for Berkowitz (Green Hills) letters referenced in January 16, 2018 City Council Agenda Closed Session Items 6 & 7	1/12/18 AA Zweizig responded. Completed.
1/15/2018	1/15/2018	Vincent Reher	Request for Berkowitz (Green Hills) letters referenced in January 16, 2018 City Council Agenda Closed Session Items 6 & 7	1/15/18 AA Zweizig responded. Provided documents to view. Completed.
1/15/2018	1/15/2018	Claudine Anague (BuildZoom)	Report of building permits issued from July 1, 2017 to present.	1/15/2018 AAll Cloke responded. Request forwarded to Building and Safety. 1/18/18 AA Zweizig provided cost of requested data on disk (disk and mailing cost). Awaiting payment. 2/5/2018 Payment received. 2/6/2018 Disk mailed. Completed.
1/17/2018	1/17/2018	David Fahrenthold (Washington Post)	Trump National Golf Tax for Oct, Nov, Dec 2017.	1/17/18 AA Zweizig forwarded request to Finance staff. 1/29/18 AA Zweizig responded. Completed.
1/17/2018	1/17/2018	Michael Mulligan	Form from City of Rancho Palos Verdes Municipal Water Department, Field Testing & Maintenance Report Form.	1/18/18 DCC Takaoka responded. Completed.
1/19/2018	1/19/2018	Duncan Christopher Reid	Electronic and written correspondence	1/19/2018 AAll Cloke responded. Completed.
1/22/2018	1/22/2018	Duncan Christopher Reid	Electronic and written correspondence - Amended original request.	1/22/2018 AAll Cloke responded. Completed.
1/23/2018	1/23/2018	SmartProcure (Ivan Kranjcec)	Purchase order information in a report format.	1/23/2018 AAll Cloke responded. Completed.
1/23/2018	1/23/2018	Center for Contract Compliance (Marisol Hernandez)	Request for Residential Street Rehab Phase II Area 7 documents	1/23/2018 AAll Cloke responded. Senior Engineer Chan provided requested information and document. Completed.
1/24/2018	1/24/2018	Nick Santos	ADA Access Imps Fred Hesse Park Project #022217. Abny General Engineering Inc sub-contractor's certified payroll and fringe benefit statements.	1/24/2018 AAll Cloke responded. 1/31/2018 Determination Email sent. Awaiting payment. 2/9/2018 Payment received. 2/12/2018 Records mailed. Completed. 3/5/2018 Records requested a second time. 3/15/2018 Records emailed to CCC. Completed.
1/25/2018	1/25/2018	The Associated Press (Bernard Condon)	Trump National Golf Club records from 2012 to present for Greens Fees, Filming Permits, Outdoor Weddings - Founders Park.	1/25/2018 AAll Cloke responded. 1/30/2018 Completed.
1/26/2018	1/26/2018	Accutrend Data Corp (Bela Christensen)	December 2017 New Business List (new business licenses)	1/29/18 AA Zweizig forwarded request to Finance staff. Provided cost of requested data on disk (disk and mailing cost). Awaiting payment. Completed.
1/29/2018	1/29/2018	David Fahrenthold (Washington Post)	Trump National Golf Tax for Oct, Nov, Dec 2017.	1/29/18 AA Zweizig responded. Completed.
2/2/2018	2/5/2018	Henry G. MacMorran	Green Hills Memorial Park approved plans for area 5.2 etc	2/5/18 Deputy Director So responded. Completed.
2/1/2018	2/1/2018	Steve Kenny (steve@constructioninsider.net)	Monthly Permits Issued Report for January 2018.	2/5/2018 AAll Cloke responded. Report not available at this time. Requestor to resubmit after February 15, 2018. Completed.
2/1/2018	2/5/2018	David Fahrenthold (Washington Post)	New Film Permit applications.	2/5/2018 SMA Fox responded. Completed.
2/3/2018	2/5/2018	Jennifer Diciano (Hickman & Associates Environmental Services)	Electronic copy of City's current Solid Waste Franchise Agreement.	2/5/2018 AAll Cloke responded. Provided link to City website document site. Completed.

PUBLIC RECORDS ACT REQUESTS - TRACKING LOG 2018

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
2/6/2018	2/6/2018	Nick Santos (Center for Contract Compliance)	Request for Certified Payroll and Fringe Benefit Statement for the Harris Steel Fence Co. for the Coastal Bluff Fencing Phase I Project.	2/6/18 AA Zweizig forwarded request to PW staff. 2/16/18 14-day extension letter sent. 2/27/18 AA Zweizig responded. Completed.
2/6/2018	2/6/2018	David Fahrenthold (Washington Post)	Terranea Resort Golf Tax Remittances for Calendar Year 2017	2/6/18 AA Zweizig forwarded request to Finance staff. 2/6/18 AA Zweizig responded. Completed.
2/7/2018	2/7/2018	Bob Hicks (Center for Contract Compliance)	Request for Certified Payroll and Fringe Benefit Statement for the VSS International Inc. Residential Street Rehabilitation Phase 2 Areas 2 & 6 project.	2/7/18 AA Zweizig forwarded request to PW staff. 2/19/18 AA Zweizig responded. Completed.
2/7/2018	2/7/2018	Ken DeLong	City Mangers Employment Agreement Staff Report supporting documents.	2/8/2018 AAIL Cloke acknowledged receipt of PRA and provided the requested staff report and its attachments. DCC Takaoka forwarded request to staff. 2/8/18 Director Cullen responded. Completed.
2/7/2018	2/7/2018	Shawna Nazari	Preserve Management documents.	2/8/2018 AAIL Cloke acknowledged receipt of PRA. DCC Takaoka forwarded to appropriate staff. 3/5/18 DCC responded - awaiting payment.
2/12/2018	2/12/2018	George L. Cohn	Business License request	2/12/18 DCC Takaoka forwarded request on to Finance. 2/19/18 DCC Takaoka responded no responsive docs. Completed.
2/14/2018	2/14/2018	Kristin Collett	Residential properties - etc	2/14/18 DCC acknowledged receipt of request and forwarded on to appropriate staff. 2/22/18 DCC clarified request. 3/2/18 responsive docs provided. Completed.
2/16/2018	2/19/2018	Barry Ross	Records relating to Petak - Altamira Canyon	2/19/18 DCC Takaoka acknowledged receipt of request and forwarded on to appropriate staff. 3/15/18 Final Determination letter sent. Awaiting payment. 4/2/18 payment rec'd docs sent. Completed.
2/26/2018	2/26/2018	Windy Quintanar (City of Los Alamitos)	Request for Matrix Imaging contract	2/26/18 AA Zweizig responded. Completed.
2/26/2018	2/26/2018	Accutrend Data Corp (Bela Christensen)	January 2018 New Business List (new business licenses)	2/26/18 AA Zweizig forwarded request to Finance staff. 2/27/18 Provided cost of requested data on disk (disk and mailing cost). Awaiting payment. Completed.
2/23/2016	2/26/2018	Glenn Oliver	Vendor list	2/27/18 DCC Takaoka responded. Completed.
2/27/2018	2/27/2018	Danny Friedman, California Hotel & Lodging Association	Proposed Ballot Measure Paperwork (Hospitality Initiative)	2/27/18 Emailed initiative packet. Completed.
2/27/2018	2/27/2018	Michael Saltsman, Center for Union Facts	Proposed Ballot Measure Paperwork (Hospitality Initiative)	2/27/18 Emailed initiative packet. Completed.
3/1/2018	3/1/2018	Nick Santos (Center for Contract Compliance)	Request for Bid Documents, Publications, Contract, Bonds, Specs, etc. for the Lower Hesse Park, Park Improvement Project.	3/1/18 AA Zweizig acknowledged receipt of request and forwarded on to appropriate staff. 3/6/17 AA Zweizig responded. Completed.
3/1/2018	3/1/2018	Nick Santos (Center for Contract Compliance)	Request for Inspector Logs and Daily Reports for the Lower Hesse Park, Park Improvement Project.	3/1/18 AA Zweizig acknowledged receipt of request and forwarded on to appropriate staff. 3/6/17 AA Zweizig responded. Completed.

PUBLIC RECORDS ACT REQUESTS - TRACKING LOG 2018

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
3/1/2018	3/1/2018	Nick Santos (Center for Contract Compliance)	Request for Certified Payroll and Fringe Benefit Statement for Pub Construction Inc. for the Lower Hesse Park, Park Improvement Project.	3/1/18 AA Zwezig acknowledged receipt of request and forwarded on to appropriate staff. 3/6/17 AA Zwezig responded. Completed.
2/23/2018	3/2/2018	Marcella Scordelis	Contractor Preicsion Emprise dba Precision Concrete Cutting	3/5/18 DCC responded - no records at this time. Completed.
3/5/2018	3/5/2018	M. J. Sullivan	Copy of: current janitorial contract, proposal submitted, insurance certificate, and W9	3/5/2018 AAll Cloke responded. Acknowledged receipt of PRA and provided contract and insurance certificate to requestor. 03/05/2018 AT Amundson provided W9. 3/13/3018 AA Penate provided stamped proposal. 03/13/2018 Final documents sent. Completed.
3/5/2018	3/5/2018	Center for Contract Compliance (Marisol Hernandez)	ID Number 17-602664, Sidewalk Repair Program. Copy of: bid tabulation each bidder's name and bid amount; original bid advertisement with proof of publication; complete sub-contractors list.	3/5/2018 AAll Cloke responded. Acknowledged receipt of PRA. Forwarded request to PW staff. 3/6/2018 Assistant Engineer Carrasco provided requested documents. Request Completed.
3/13/2018	3/13/2018	Open Gov Books CA (Adam Barney)	Investment Statements	3/13/2018 AAll Cloke forwarded request to Finance Dept. 3/23/2018 Treasury Report dated December 2017 provided to requestor. Completed.
3/13/2018	3/13/2018	Nick Santos (Center for Contract Compliance)	Request for Certified Payroll and Fringe Benefit Statement for American Asphalt South Inc. for the Residential Street Rehabilitation Phase II – Area 7 Project.	3/13/18 AA Zwezig acknowledged receipt of request and forwarded on to appropriate staff. 3/23/18 14 day extension sent. 4/2/18 AA Zwezig responded. Completed.
3/19/2018	3/19/2018	David Fahrenthold (Washington Post)	Request for golf taxes, filming permits, applications for new development on land owned by Trump National.	3/26/18 DCC Takaoka responded. Completed.
3/19/2018	3/19/2018	Marita Daly	Consultant report regarding telecommunications facility ASG39	3/28/18 DCC responded. Completed. 4/3/18 CDD Mihranian responded to additional questions. Completed.
3/19/2018	3/19/2018	Properant LLC	Notices of unsafe/derelict properties	3/29/18 14 day extension sent. 4/12/18 DCC Takaoka responded. Completed.
3/21/2018	3/21/2018	Miguel Marquez CNN	Trump golf fees and wedding permits	3/27/18 DCC Takaoka responded. Completed.
3/21/2018	3/21/2018	Five Brothers Management	Inquiry on vacant /distressed properties	3/22/18 AA Zwezig responded. Completed.
3/22/2018	3/22/2018	Center for Contract Compliance (Marisol Hernandez)	Request for bid documents regarding the Hawthorne Blvd. Arterial Wall Beautification project.	3/22/18 AA Zwezig acknowledged receipt of request and forwarded on to appropriate staff. 4/2/18 AA Zwezig responded. Completed.
3/26/2018	3/26/2018	Accutrend Data Corp (Bela Christensen)	February 2018 New Business List (new business licenses)	3/26/18 AA Zwezig forwarded request to Finance staff. 3/26/18 Provided cost of requested data on disk (disk and mailing cost). Awaiting payment. 4/9/18 payment received. Completed.
3/26/2018	3/26/2018	Trull	Request to view a City Council Meeting tape from the 1980s of a video or movie re: how Citizens can protest if they are unhappy with a government action. (Albert Levitt and Councilwoman Bacharach were in attendance at the meeting.)	3/26/2018 SAA Cloke responded. 3/30/18 DCC Takaoka Responded. Completed.

PUBLIC RECORDS ACT REQUESTS - TRACKING LOG 2018

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
3/27/2018	3/28/2018	Julie Marte	List of House with Code Violation	3/28/2018 SAA Cloke responded to requestor. 4/6/18 AA Zweizig sent 14 day letter. 4/12/18 DCC Takaoka responded. Completed.
3/27/2018	3/27/2018	Sharon Loveys	Request for checks, invoices/billings and correspondence regarding Green Hills and Vista Verde lawsuits.	4/3/18 Partial request completed and 14 day ext. letter given. 4/20/18 determination letter sent. 5/1/18 Ms. Loveys notified staff that for now we could hold off on production of invoices. 5/15/18 Ms. Loveys renewed her request for all invoices regarding the three lawsuits. 5/25/18 DCC sent determination letter. 7/29/18 CC Colborn sent extension letter. 8/9/18 CC Colborn sent ext letter. 9/11/18 CC Colborn sent extension letter.
3/30/018	3/30/2018	Robert Fellner	Employee compensation report	3/30/18 DCC notified Mr. Fellner report not available until 4/30/18 he may wish to request after 4/30. Completed. 6/4/18 Acct. Supervisor Ramos forwarded info to requestor.
3/30/2018	3/30/2018	Tracy Burns (No 1) - CANCELED	Emails communications from 2016 forward for various staffmembers/names/Campbell 4/3- Ms. Burns clarified PRA request.	4/6/18 - From Tracy Burns - Please cancel this PRA, I will submit a clearer version with a different start date
4/3/2018	4/3/2018	David Fahrenthold (Washington Post)	Trump Development docs	4/3/18 DD Kim responded. Completed.
4/2/2018	4/2/2018	Jennifer Weidner	Monthly Permits Issued	4/11/18 Permit Technician Molina responded. Completed.
4/2/2018	4/2/2018	Jeff Lewis	Request for emails/communications re: Green Hills, Daily Breeze, various city attys, invoices	4/12/18 14 10-day ext letter sent. 4/26/18 14-day letter sent. 5/17/18 determination letter sent. 5/25/18 Deposit received. 6/7/18 CC Colborn sent determination letter. 1st production ready. 6/8/18 DCC Takaoka mailed out first reponsive batch. 7/19/18 CC Colborn sent follow up. 7/20/18 DCC Takaoka sent final determination letter and docs. Completed.
4/2/2018	4/2/2018	Tracy Burns (No 2) - CANCELED	Emails Jeff Lewis PC Commissioner/ Brian Campbell communications	4/6/18 - From Tracy Burns - Please cancel this PRA, I will submit a clearer version with a different start date
4/3/2018	4/3/2018	Steve Dickson	Request current sweeping contract other items	4/11/18 DCC Takaoka responded. Completed.
4/5/2018	4/5/2018	Tracy Burns (No 3)	All emails from/to Brian Campbell private email account for past 8 years	4/16/18 14 day ext letter sent. 4/30/18 Ext Letter sent. 5/21/18 provided update.
4/6/2018	4/6/2018	Tracy Burns (No 2) - REVISED	PART A - emails Jeffrey Lewis sent to or received from Brian Campbell during his (Jeff's) tenure as Planning Commissioner. PART B - STR file regarding 7242 Avenida Altisima	4/16/18 14 day ext letter sent. 4/30/18 Ext Letter sent. 5/21/18 provided update.
4/6/2018	4/6/2018	Michael Huang	Brian Campbell emails from only all non-City email servers. Renewed PRA from original request on November 10, 2017	4/16/18 14 day ext letter sent. 5/1/18 Ext letter sent. 5/21/18 provided update.
4/10/2018	4/10/2018	Nick Santos (Center for Contract Compliance)	Certified Payroll and Fringe Benefit Statement for Metrocell Construction Inc. for the Hawthorne Blvd Arterial Wall Beautification project.	4/10/18 AA Zweizig forwarded request to PW staff. 4/10/18 AA Zweizig responded. Completed.

PUBLIC RECORDS ACT REQUESTS - TRACKING LOG 2018

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
4/10/2018	4/10/2018	Jeff Lewis (No. 2)	Expense reimbursements to Trump National Golf Club	4/17/18 14 day ext letter sent. 4/27/18 DCC Takaoka responded. Awaiting payment. Completed.
4/10/2018	4/10/2018	Marita Daly	Reports by consultant regarding wireless telecommunications	4/11/18 DCC Takaoka responded. Completed. 4/16/18 Addtl docs provided by CDD Director Mihranian. Completed. 4/20/18 Ms. Daly emailed additional questions. 4/28/18 Director Mihranian responded. Completed.
4/13/2018	4/13/2018	George Henry	Request for all solution proposals relating to Implementation of Community Engagement Strategy and Software Applications from the September 26, 2017 City Council meeting. (Palos Verdes Estates)	4/18/18 AA Zweizig responded. Completed.
4/16/2018	4/16/2018	Dreams Reality (Christopher Spencer)	List of top ten highest paid employees	4/16/2018 DCC Takaoka l/m list not available for all employees until 4/30 he can reach to us at that time. Completed.
4/18/2018	4/18/2018	Kim Warren	Organizational Chart and contact information for the City's Information Technology division	4/18/18 AA Zweizig responded. Completed.
4/23/2018	4/23/2018	Brian Campbell PRA No. 1	Councilman John Cruikshank emails	5/3/18 CC Colborn sent 14 day ext letter. 5/17/18 CC Colborn sent determination letter. 7/20/18 DCC Takaoka sent ext letter. Awaiting deposit.
4/22/2018	4/23/2018	Robin Blanchard	Seeking original dates of construction and building size, zoning, any open cases for 28901 Western Boulevard, Suite 107	4/23/18 AA Zweizig forwarded request to CDD Staff. 5/2/18 AA Zweizig responded. Completed.
4/23/2018	4/23/2018	Ken DeLong	Mayor Susan Brooks emails	5/3/18 CC Colborn sent 14 day ext letter. 5/17/18 CC Colborn sent determination letter. Awaiting payment. 5/18/18 CC Colborn provided documents electronically. Completed.
4/24/2018	4/24/2018	Lori Trull	Review of Admin Hearing files 2017	5/2/18 DCC Takaoka responded. File available for review awaiting response from requestor. Requestor scheduled time to meet with staff-5/21 between 1pm - 3pm. Staff has reached out to requestor to reschedule after a no-show. To date no response. 7/10/18 Requestor came in reviewed file with Le and Takaoka in CDD then made new PRA request (see below). This PRA is completed.
4/25/2018	4/25/2018	Dodge Data Analytics	Plans Holders for Coastal Bluff Fencing Phase II	4/26/18 SA Penate responded. Completed.
4/25/2018	4/25/2018	Brian Campbell PRA No. 2	Emails between Mayor Susan Brooks and Mayor Pro Tem Jerry Duhovic	5/7/18 CC Colborn sent 10 day ext letter. 5/21/18 CC Colborn sent determination letter. 6/11/18 CC Colborn sent follow up letter. 6/20/19 CC Colborn sent email/leter to Mr. Campbell - docs available for pick up after payment. 8/2/18 CC Colborn replied to requestor - disc is available for pick up after payment. 8/3/18 requestor paid for and received disc.

PUBLIC RECORDS ACT REQUESTS - TRACKING LOG 2018

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
4/26/2018	4/26/2018	Susan Carter	Elkmont Canyon	5/7/18 14 day ext letter sent. 5/21/18 CC Colborn sent determination letter. 6/11/18 CC Colborn sent follow up letter. 7/23/18 CC Colborn sent ext letter. 7/23/18 CC Colborn sent extension letter. 8/13/18 CC Colborn sent ext letter. 9/20/18 CC Colbron responded with batch of documents.
4/26/2018	4/26/2018	Jeff Lewis	Elkmont Canyon	5/7/18 14 day ext letter sent. 5/21/18 CC Colborn sent determination letter. 6/11/18 CC Colborn sent follow up letter. 8/13/18 CC Colborn sent ext letter. 9/20/18 CC Colborn responded with batch of documents.
4/26/2018	4/26/2018	Susan Carter	Elkmont Canyon minutes	4/26/18 DCC Takaoka responded. Completed.
4/27/2018	4/27/2018	Bryant Moy	Susan Brooks emails	5/7/18 CC Colborn sent letter. 5/21/18 CC Colborn sent determination letter- awaiting deposit. 6/7/18 requestor withdrew request.
4/30/2018	4/30/2018	Valerie Osier	Copy of Berkowitz letter dated 12/21/18	4/30/18 DCC Takaoka responded. Requestor will come in to review/purchase. 5/10/18 requestor picked up and paid for docs. Completed.
5/1/2018	5/1/2018	Brian Campbell PRA No. 3	Email for G Yap re: AYSO	5/10/18 14 day ext letter sent. 5/25/18 DCC sent determination letter. 6/7/18 CC Colborn sent ext letter. 7/19/18 CC Colborn sent ext letter. 8/9/18 CC Colborn sent ext letter. 9/11/18 CC Colborn sent extension letter.
5/2/2018	5/2/2018	SmartProcure (David Freed)	PO report log	5/2/18 Acct Tech Amundson responded. Completed.
5/2/2018	5/2/2018	Accutrend Data Corp (Alyssa Tabar)	April 2018 New Business List	5/2/18 AA Zwezig notified the requestor that the list will be available at the end of the month and it will need to be requested at that time. Completed.
5/2/2018	5/2/2018	Brian Campbell PRA No. 4	Documents as provided to Green Hills; update on Cruikshank emails	request clarification. 5/7/18 rec'd clarification. 5/7 DCC Takaoka responded disc available. Awaiting payment. 5/10/18 Requestor picked up and paid for disc. Completed.
5/3/2018	5/3/2018	Rollin Sturgeon	November 7, 1989 Voter's Pamphlet (Measures L & M) and Guidelines and Procedures for Restoration/Preservation of Views Where Foliage is Involved	5/8/18 AA Zwezig notified requestor of costs. Documents mailed out. Completed.

PUBLIC RECORDS ACT REQUESTS - TRACKING LOG 2018

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
5/4/2018	5/4/2018	David Fahrenthold (Washington Post)	(1) Electronic copies of any correspondence between the City of Rancho Palos Verdes and the Trump Organization and/or Trump National Golf Club over pending Final Tract Map 50666. (2) Any documents detailing changes made, or approvals granted, to that pending Final Tract Map since 1/1/2017. (3) Any documents showing when the city will hold its next public hearing on this tract map – if such a meeting has been scheduled.	5/4/18 AA Zweizig forwarded request to staff. 5/8/18 CDD Deputy Director Kim responded. Completed.
5/4/2018	5/4/2018	David Fahrenthold (Washington Post)	(1) Golf tax for Trump National Golf Club & Terranea for February, March and April 2018. (2) Filming Permit applications at Trump National Golf Club, submitted since 2/5/2018.	5/4/18 AA Zweizig forwarded request to staff. 5/14/18 AA Zweizig responded. Completed.
5/7/2018	5/7/2018	Diane Wheeler (Waste Control, Inc.)	Current approved commercial solid waste and recycling rates	5/7/18 AA Zweizig forwarded request to staff. 5/7/18 SAA Ramezani Responded. Completed.
5/9/2018	5/9/2018	Jennifer Salayich Construction Gold	Monthly Permit report	5/14/18 Permit Tech Molina responded. Completed.
5/15/2018	5/15/2018	Brian Campbell No. 5	Emails/texts between G Yap and Duhovic, Brooks, Aleshire, Huang, Burns 6/16/07-05/14/08	5/25/18 DCC sent 10 day response letter. 6/7/18 CC Colborn send 14 day letter. 7/19/18 CC Colborn sent ext. letter. 8/9/18 CC Colborn sent ext. letter. 9/11/18 CC Colborn sent extension letter. 9/24/18 CC Colborn responded. Completed.
5/15/2018	5/15/2018	Ying Sai	26815 Fond du Lac and 26810 Fond du Lac documents	5/24/18 CC Colborn sent 10 day response. 6/6/18 CC Colborn sent 14 day determination letter. Awaiting deposit. 7/19/18 CC Colborn reached out again to requestor after two additional attempts. To date no response- consider this PRA completed at this time.
5/16/2018	5/16/2018	Matt Pearce (LA Times)	Request for golf taxes for Trump National Golf Course from 2005 to present	5/16/18 AA Zweizig forwarded request to staff. 5/21/18 AA Zweizig responded. Completed.
5/16/2018	5/16/2018	Zeke Jackson	Copies of code enforcement violations or summary reports between 4/15/18 and 5/15/18. Financial report for any special assessments on properties with an outstanding balance to the City	5/16/18 DCC Takaoka forwarded request to staff. 5/29/18 DCC responded to requestor. Completed.
5/14/2018	5/18/2018	Helena Schecter (IPC USA, Inc.)	Request for information regarding any current bulk fuel contracts, award/bid information, and/or contact information for the fuel buyer if no contract.	5/18/18 AA Zweizig forwarded request to staff. 5/21/18 AA Zweizig responded. Completed.
5/21/2018	5/21/2018	Virginia Lortz	Does city collect utility taxes and if so what are the percentages	5/21/18 AA Zweizig forwarded request to staff. 5/23/18 AA Zweizig responded. Completed.
5/21/2018	5/21/2018	Nick Santos (Center for Contract Compliance)	Request for Certified Payroll (#25 through final) and Fringe Benefit Statement for Pub Construction Inc. for the Lower Hesse Park, Park Improvement Project.	5/21/18 AA Zweizig acknowledged receipt of request and forwarded on to appropriate staff. 5/22/18 AA Zweizig responded. Completed.
5/22/2018	5/22/2018	Christopher Carlucci EMC Solutions	Uncashed checks	5/23/18 DCC Takaoka responded. Completed.
5/22/2018	5/22/2018	Five Brothers Management	Inquiry on vacant /distressed properties	5/22/18 DCC Takaoka responded. Completed.
5/22/2018	5/22/2018	David Fahrenthold (Washington Post)	Information regarding Trump National home sites that are unsold	5/22/18 CDD Deputy Director Kim responded. Completed.

PUBLIC RECORDS ACT REQUESTS - TRACKING LOG 2018

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
5/22/2018	5/22/2018	Jeff Calvagna	Cell tower /cell sites info	5/23/18 Director Sassoon responded. Completed.
5/23/2018	5/23/2018	<a href="mailto:info@segmentreturnllc">info@segmentreturnllc</a>	Uncashed checks	5/23/18 DCC Takaoka responded. Completed.
6/6/2018	6/6/2018	Jennifer Salayich (Construction Insider)	Monthly Permits Issued Report for May 2018	6/6/18 AA Zweizig acknowledged receipt of request and forwarded on to appropriate staff. 6/8/18 SA Bailiff responded. Completed.
6/7/2018	6/7/2018	<a href="#">Valentina Feoktistova</a>	Closed session items 5 and 6 for CC meeting 1/16/18	6/7/18 DCC Takaoka responded. Completed.
6/8/2018	6/8/2018	Chris Davis chrisdavis@mc@gmail	2018 Business License List	6/12/18 SA Cloke responded. Completed.
6/11/2018	6/11/2018	David Fahrenthold (Washington Post)	Golf tax for Trump National Golf Club & Terranea Resort for May 2018.	6/11/18 AA Zweizig forwarded request to staff. 6/21/18 AA Zweizig responded. Completed.
6/15/2018	6/15/2018	Collen Hamil	List of Job titles/type of position and department	6/26/18 DCC Takaoka responded. Completed.
6/22/2018	6/22/2018	Marisol Hernandez CC	Bid info re: Coastal Bluff Fencing Phase II	6/26/18 Asst Eng Flannigan provided responses. Completed.
6/22/2018	6/22/2018	David Fahrenthold (Washington Post)	Golf tax for Trump National Golf Club for May 2018.	6/25/18 AA Zweizig responded. Completed.
6/25/2018	6/25/2018	Accutrend Data Corp (Bela Christensen)	March-May 2018 New Business License List	6/25/18 AA Zweizig responded. Completed.
6/26/2018	6/26/2018	Jeremy Blasi Unite Here Local 11	Correspondence from Trump National or Terranea from 1/8/18	7/6/18 DCC Takaoka sent 10 day letter. 7/20/18 DCC sent ext letter. 9/18/18 CC Colborn responded. Completed.
6/29/2018	7/2/2018	Zeke Jackson	Open code enforcement cases (blight/vacant etc)	7/10/18 DCC Takaoka responded. Completed.
7/1/2018	7/2/2018	Steve Kenny (steve@constructioninsider.net)	Monthly Permit Report	7/2/18 Permit Tech Molina responded. Completed.
7/5/2018	7/5/2018	Marisol Hernandez (Center for Contract Compliance)	Bid Documents for the Residential Street Rehabilitation Phase I Project	7/16/18 AA Zweizig responded. Completed.
7/5/2018	7/5/2018	Marisol Hernandez (Center for Contract Compliance)	Bid Documents for the Palos Verdes Drive West Median Beautification Project	7/16/18 AA Zweizig responded. Completed.
7/9/2018	7/9/2018	Carolina Chavez (Falcon Fuels Inc.)	Request for information regarding any current bulk fuel contracts and/or contact information regarding spot sales.	7/9/18 AA Zweizig responded. Completed.
7/10/2018	7/10/2018	Lori Trull	Review of Admin Hearing files 2017	7/19/18 DCC Takaoka left message for requestor-and sent her an email as to same- CDD has docs available for her review beg 7/24. Provided contact info for CDD staff to schedule convenient appt. 7/31/18 requestor emailed she will come in sometime in August.
7/12/2018	7/12/2018	Cameron Slovic	Request for resolutions declaring a fiscal emergency from 2000-present.	7/18/18 AA Zweizig responded. Completed.
7/16/2018	7/16/2018	Susan Rust, State Labor Commissioner, Department of Industrial Relations, Division of Labor Standards Enforcement	Request for Information for the Pedestrian Safe Bus Stop Linkage on Hawthorne Blvd. Project with the contractor California Landscape & Design Inc.	7/19/18 AA Zweizig mailed requested documents. Completed.
7/20/2018	7/20/2018	David Fahrenthold (Washington Post)	Golf fees Terranea and Trump National June	7/30/18 DCC Takaoka responded. No responsive documents. Completed.
7/27/2018	7/27/2018	Lawrence Delevingne (Reuters)	Golf fees Trump/property appraisals	8/3/18 DCC Takaoka responded. Completed.
8/1/2018	8/1/2018	Samantha Lemessy (Smart Procure)	Request for Purchase Order/Vendor Information from 5/2/18 to present.	8/1/18 AA Zweizig forwarded request to staff. 8/10/18 AA Zweizig responded. Completed.

PUBLIC RECORDS ACT REQUESTS - TRACKING LOG 2018

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
8/1/2018	8/1/2018	Steve Kenny (Construction Insider)	Monthly Permits Issued Report for July 2018	8/1/18 AA Zweizig forwarded request to staff. 8/1/18 Permit Tech Molina responded. Completed.
8/2/2018	8/2/2018	Brandon Ronquillo	Major Donor filings	8/3/18 DCC Takaoka responded. Awaiting response from requestor as to appt times to view files.
8/7/2018	8/7/2018	Lawrence Delevingne (Reuters)	Golf fees Trump/property appraisals calculations	8/16/18 Accounting Supervisor Ramos responded. Completed.
8/8/2018	8/8/2018	Lawrence Delevingne (Reuters)	Founders Park Rentals and film permits	8/10/18 AA Zweizig responded. Completed.
8/9/2018	8/9/2018	Steven Petropoulos	Operation and maintenance services and costs related to low pressure sewer/grinder pumps	8/9/18 AA Zweizig forwarded request to staff. 8/20/18 AA Zweizig responded. Completed.
8/10/2018	8/10/2018	Nick Santos (Center for Contract Compliance)	Request for Certified Payroll and Fringe Benefit Statement for Metrocell Construction Inc. for the Hawthorne Blvd. Arterial Wall Beautification Project	8/10/18 AA Zweizig forwarded request to staff. 8/13/18 AA Zweizig responded. Completed.
8/14/2018	8/14/2018	Tom Shortridge	Request for Measure P Campaign Statements	8/15/18 AA Zweizig notified requestor records will be ready for pick-up on 8/16/18. 8/17/18 Requestor picked up documents. Completed.
8/16/2018	8/16/2018	Lawrence Delevingne (Reuters)	Request for Trump National Golf Club number of rounds of golf played annually and green fees for the past 10 years.	8/16/18 AA Zweizig notified the requestor the City does not have this info and to contact the LA County Assessor's office. Completed.
8/16/2018	8/16/2018	Claudine Anague (BuildZoom)	Report of building permits issued from January 1, 2018 to present.	8/16/18 AA Zweizig forwarded request to staff. 8/27/18 AA Zweizig sent 14-Day extension letter. 8/28/18 Permit Tech Molina responded to request. Completed.
8/17/2018	8/17/2018	Jeff Lewis	Copies of documents requested by Susan Carter on 4/26/18	8/17/18 DCC Takaoka responded. Provided sets of mins as provided to Ms. Carter and noted the ext date of 9/13/18 for additional documents related to first PRA. Mr. Lewis clarified request is only for the actual PRA itself - not documents. DCC copied Mr. Lewis on request. Completed.
8/20/2018	8/20/2018	David Fahrenthold (Washington Post)	Golf taxes for Trump National Golf Club & Terranea Resort for June and July 2018	8/20/18 AA Zweizig forwarded request to staff. 8/21/18 Provided requestor with Terranea remittances. 8/28/18 Provided requestor with Trump remittances. Completed.
8/21/2018	8/21/2018	Nushin Sullivan (Asset Management Consultants)	Three requests for copies of refund checks and supporting documentation regarding deductions for Crown Castle USA Inc.	8/21/18 AA Zweizig forwarded request to staff. 8/27/18 AA Zweizig responded. Completed.
8/22/2018	8/22/2018	Five Brothers Management	Inquiry on vacant /distressed properties	8/22/18 AA Zweizig responded. Completed.
8/27/2018	8/27/2018	Amanda Ramond (Synergy, Advantage Engineers)	Land Use Permit/Plan Review for a wireless telecommunications facility on Palos Verdes Drive E between Coral Ridge Road and Picardie Road	8/27/18 AA Zweizig forwarded request to staff. 8/30/18 AA Zweizig responded. Completed.
8/27/2018	8/27/2018	Jeff Calvagna	Documents relating to Zerizon Telecommunication Facility located at Ganado Drive and Floweridge Drive	8/27/18 AA Zweizig forwarded request to staff. 8/30/18 AA Zweizig responded. Completed.
8/28/2018	8/28/2018	Kate Castagne	Request for Umberg Reports from Unite Here 11 Hotel Initiative Group	8/30/2018 DCC Takaoka responded -no responsive documents.

PUBLIC RECORDS ACT REQUESTS - TRACKING LOG 2018

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
8/29/2018	8/29/2018	Dee Wang	Geologic and soil engineer reports, grading plans, compaction reports, and any soil reports for 5360 Middlecrest Drive and its surrounding lots	8/29/18 AA Zweizig forwarded request to staff. 8/30/18 Building and Safety staff notified the requestor that the files are available to view at CDD counter. Completed.
8/31/2018	8/31/2018	Marita Daly	Site Plan Mossbank& Grayslake- ASG 39 Wireless Telecom- incl cross section of tower structure	9/10/18 CDD Director Mihranian responded. Completed.
8/31/2018	8/31/2018	Marita Daly	Coverage Analysis reprot Mossbank & Grayslake -ASG 39desc geographic area proposed facility	9/10/18 CDD Director Mihranian responded. Completed.
8/31/2018	8/31/2018	Marita Daly	Report on ASG39 Mossbank & Grayslake city's RF Consultant	9/10/18 CDD Director Mihranian responded. Completed.
8/31/2018	8/31/2018	Marita Daly	Alternative site analysis for co-located site	9/10/18 CDD Director Mihranian responded. Completed.
9/4/2018	9/4/2018	Steve Kenny	Monthly Permits Issued Report	9/4/18 Permit Tech Molina responded. Completed.
8/31/2018	9/4/2018	David Leeper	Request for documents relating to 42 Peppertree Drive	9/5/18 AA Zweizig forwarded request to staff. 9/12/18 14-day extension letter sent.
9/5/2018	9/5/2018	Barbara Navarro	Inquired whether the Catch Basin Maintenance agreement with Ron's Maintenance was renewed effective July 1, 2018	9/5/18 AA Zweizig forwarded request to staff. 9/18/18 AA Zweizig responded. Completed.
9/5/2018	9/5/2018	Barbara Navarro	Requested the name and contract term of the City's current Catch Basin Maintenance contractor.	9/5/18 AA Zweizig forwarded request to staff. 9/18/18 AA Zweizig responded. Completed.
9/11/2018	9/11/2018	Sharon Loveys No. 2	Request for Green Hills maps of plots for sale in Area 4, permits - excavation in Area 4, CUP applications for earth internment in Area 4, correspondence between Green Hills and RPV re: "mornning light valley" or inspiration view", and correspondence between Council and Planning Commission re: "mornning light valley" or inspiration view"	9/24/18 DCC provided partial response.
9/13/2018	9/13/2018	Marisol Hernandez (Center for Contract Compliance)	Request for bid documents relating to the Residential St Rehab- Area 8 Pavement Rehab Phase II project.	9/19/18 DCC responded. Completed.
9/17/2018	9/17/2018	Michael A. Long	Request for submitted plans by Von Hagens for 7251 Rue La Fleur; Any correspondence between Von Hagens and City; identification of individuals who made or authorized approvals by the City; identification of all individuals who submitted any proposed plans.	
9/20/2018	9/20/2018	Ana Ramirez (Labor Management Compliance Council)	Bid and Contract Information for the Fred Hesse Park ADA Access Improvements Project	9/20/18 AA Zweizig forwarded request to staff. 9/24/18 AA Zweizig responded. Completed.
9/20/2018	9/20/2018	Ana Ramirez (Labor Management Compliance Council)	Request for Certified Payroll and Fringe Benefit Statement for ABNY General Engineering Inc. for the Fred Hesse Park ADA Access Improvements Project	9/20/18 AA Zweizig forwarded request to staff. 9/24/18 AA Zweizig responded. Completed.
9/20/2018	9/20/2018	Ana Ramirez (Labor Management Compliance Council)	Bid and Contract Information for the Lower Hesse Park Improvements Project	9/20/18 AA Zweizig forwarded request to staff. 9/24/18 AA Zweizig responded. Completed.
9/20/2018	9/20/2018	Ana Ramirez (Labor Management Compliance Council)	Request for Certified Payroll and Fringe Benefit Statement for Pub Construction Inc. for the Lower Hesse Park Improvements Project	9/20/18 AA Zweizig forwarded request to staff. 9/24/18 AA Zweizig responded. Completed.
9/24/2018	9/24/2018	Five Brothers Management	Inquiry on vacant /distressed properties	9/24/18 AA Zweizig responded. Completed.
9/25/2018	9/25/2018	Jeff Lewis	Elkmont Canyon	



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

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FOR IMMEDIATE RELEASE

**September 25, 2018**

**CONTACT: Gabriella Yap, Deputy City Manager**

**TELEPHONE NUMBER: (310) 544-5203**

**E-MAIL: [gyap@rpvca.gov](mailto:gyap@rpvca.gov)**

**CHARGES FILED IN CASE OF HIDDEN CAMERA FOUND ON CITY PROPERTY**

On September 25, 2018, the District Attorney's Office filed a criminal complaint against Andrew Jensen, alleging that he placed a hidden camera in an employee restroom at Rancho Palos Verdes City Hall and a local business establishment. The charges include 89 counts of Voyeurism (California Penal Code 647(J)(1)). If convicted of multiple counts, Jensen could face jail time. The miniature camera was discovered on July 5<sup>th</sup>, 2018, by a City of Rancho Palos Verdes employee in a staff restroom located at City Hall, where Jensen worked as a Building Inspector. The City immediately reported the incident to the Lomita Sheriff's Station and a criminal investigation was promptly opened. The City has fully cooperated with the Sheriff's Department and assisted them by providing information and evidence. The City also began its own investigation into the matter.

The City is gravely concerned and disturbed by this betrayal of trust and violation of privacy against our employees and the community. However, we are confident that justice will be served in the criminal courts. While the City cannot comment on confidential personnel matters, the City

can confirm that Mr. Jensen has not been at City Hall since August 2, 2018, and has tendered his resignation with the City.

Should any members of the public have additional information on the case, they are asked to contact Detective Terence Peterson at [TMPeters@lasd.org](mailto:TMPeters@lasd.org).

END

September 20, 2018

Mr. Ara Mihranian  
Community Development Director  
City Hall  
30940 Hawthorne Blvd.  
City of Rancho Palos Verdes, California 90275

Dear Mr. Mihranian,

On behalf of Marymount California University (MCU), I would like to follow-up on recent conversations and our meeting with the RPV Neighborhood Advisory Council on September 13, 2018. Pursuant to those conversations and on behalf of MCU, we hereby withdraw our application for time extension of the current Conditional Use Permit Resolution 2010-41 and Resolution 2014-25. This extension project was designated in your letter of May 15, 2018 as PLCU2018-0005.

This withdrawal takes into account issues and concerns raised by the advisory council and recognizes the intrinsic limitations of the Phase 3 project description (the last of three defined phases). As agreed by all, this does not preclude us from requesting permission on projects that may be developed for the University as we strive to optimize our space and make our campus more appealing to our students. It is our hope that we can modernize and create gathering spots for student activities and learning experiences.

I appreciate the dialogue you encouraged and hope that MCU and our neighbors will have a friendly and cooperative relationship as we go forward.

Please let me know if there are any further formalities we need to accomplish to implement this formal withdrawal of our application.

Sincerely,



Brian W.G. Marcotte  
President

## FOLLOW-UP AGENDA

**RANCHO PALOS VERDES PLANNING COMMISSION  
TUESDAY, SEPTEMBER 25, 2018  
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. 2018 - 25

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CALL TO ORDER: **7:01 P.M.**

PLEDGE OF ALLEGIANCE: **LED BY VICE-CHAIRMAN BRADLEY**

ROLL CALL: **ALL PRESENT**

APPROVAL OF AGENDA: **APPROVED AS PRESENTED**

COMMUNICATIONS:

City Council Items: **DIRECTOR MIHRANIAN REPORTED THAT AT ITS SEPTEMBER 18, 2018 MEETING, THE CITY COUNCIL: 1) ADOPTED THE UPDATED GENERAL PLAN AS RECOMMENDED BY THE PLANNING COMMISSION; 2) ENTERED A PROFESSIONAL SERVICE AGREEMENT WITH RINCON CONSULTANTS TO RE-INITIATE THE ZONE 2 EIR TO AMEND EXCEPTION CATEGORY 'P' TO INCLUDE THE REMAINING 31 NON-MONKS LOTS; 3) ADOPTED ORDINANCE NO. 609 APPROVING AN AMENDED AND RESTATED DEVELOPMENT AGREEMENT BETWEEN THE CITY AND THE TRUMP NATIONAL ORGANIZATION; AND 4)**

DESIGNATED THE CHAIR AND VICE-CHAIR OF THE PLANNING COMMISSION, AMONG OTHER COMMITTEE CHAIRS AND VICE-CHAIRS, TO SERVE AS STANDBY OFFICERS FOR THE CITY COUNCIL DURING A STATE OF EMERGENCY. MR. MIHRANIAN THEN REPORTED THAT THE CITY COUNCIL, AT ITS UPCOMING OCTOBER 2, 2018 MEETING WILL CONSIDER: 1) AMENDING THE CITY'S WEED AND DEBRIS BLOWER ORDINANCE TO PROHIBIT GAS-POWERED BLOWERS ON DEVELOPED RESIDENTIAL LOTS; 2) AMEND EXCEPTION CATEGORY 'T' OF TITLE 15.20 TO CLARIFY THE ALLOWABLE SQUARE FOOTAGE LIMITATION FOR THE TWO ZONE 1 LOTS; AND 3) TO RECEIVE AND FILE A REPORT ON THE CITY'S IMPLEMENTATION MEASURES OF THE COYOTE MANAGEMENT PLAN.

Staff: DIRECTOR MIHRANIAN REPORTED THAT LATE CORRESPONDENCE HAS BEEN HANDED OUT FOR AGENDA ITEM NO. 2 AND REMINDED THE COMMISSION THAT THE CITY HAS RECEIVED A PUBLIC RECORDS REQUEST FOR GREEN HILLS AND THAT ANY RECORDS INCLUDING EMAILS FROM PERSONAL EMAIL ACCOUNTS ARE DUE TO THE CITY CLERK BY NOON ON WEDNESDAY.

Commission: VICE-CHAIRMAN BRADLEY INQUIRED ON WHEN THE COUNCIL PLANS ON FILLING THE VACANT SEAT; COMMISSIONER SAADATNEJADI NOTED THAT SHE WILL MISS THE OCTOBER 23<sup>RD</sup> MEETING; AND CHAIRMAN JAMES NOTED THAT HE ATTENDED THE SEPTEMBER 18<sup>TH</sup> CITY COUNCIL MEETING AND RESPONDING TO THE COUNCIL'S QUESTIONS PARTICULARLY RELATED TO THE ACTIVE AND PASSIVE DEFINITIONS IN THE GENERAL PLAN.

COMMENTS FROM THE AUDIENCE (regarding non-agenda items): LORI BROWN COMMENTED ON DRAINAGE COMING FROM THE PACIFIC TERRACE MAUSOLEUM.

CONSENT CALENDAR:

1. APPROVAL OF THE SEPTEMBER 11, 2018 P.C. MINUTES

ACTION: APPROVED THE SEPTEMBER 11, 2018 MINUTES, ON A VOTE OF 4-0-2 WITH COMMISSIONER SAADATNEJADI AND VICE-CHAIRMAN BRADLEY ABSTAINING SINCE THEY WERE ABSENT FROM THE MEETING.

CONTINUED PUBLIC HEARINGS:

**NONE**

CONTINUED BUSINESS:

**NONE**

NEW PUBLIC HEARINGS:

2. MAJOR WIRELESS TELECOMMUNICATIONS FACILITY PERMIT ASG NO. 39:  
Northwest intersection of Grayslake Road and Mossbank Drive adjacent to 26851 Grayslake Road. (AB)

Request: To allow the installation of antennas encased in a canister measuring 2' tall and 14.6" in diameter mounted on replacement streetlight pole not to exceed 30' in height as measured to the top of the antenna canister with vaulted mechanical equipment for a wireless telecommunication facility.

**ACTION: ADOPTED P.C. RESOLUTION NO. 2018-25 APPROVING, WITH CONDITIONS, MAJOR WIRELESS TELECOMMUNICATIONS FACILITY PERMIT ASG NO. 39 TO ALLOW THE INSTALLATION OF ANTENNAS ENCASED IN A CANISTER MEASURING 2' TALL AND 14.6" IN DIAMETER MOUNTED ON REPLACEMENT STREETLIGHT POLE NOT TO EXCEED 28' IN HEIGHT AS MEASURED TO THE TOP OF THE ANTENNA CANISTER WITH VAULTED MECHANICAL EQUIPMENT AND AUTHORIZING THE DIRECTOR TO APPROVE A SLIMMER CANISTER DESIGN FOR A WIRELESS TELECOMMUNICATION FACILITY, ON A VOTE OF 6-0.**

NEW BUSINESS:

**NONE**

ITEMS TO BE PLACED ON FUTURE AGENDAS:

3. PRE-AGENDA FOR THE MEETING ON OCTOBER 9, 2018

**ACTION: THE COMMISSION UNANIMOUSLY AGREED TO CANCEL THIS MEETING DUE TO A LACK OF ITEMS.**

4. PRE-AGENDA FOR THE MEETING ON OCTOBER 23, 2018

**ACTION: APPROVED AS PRESENTED.**

ADJOURNMENT: **8:12 P.M.**

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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.