



## **MEMORANDUM**

**TO: RANCHO PALOS VERDES CITY COUNCIL**

**FROM: DOUG WILLMORE, CITY MANAGER**

**DATE: SEPTEMBER 19, 2018**

**SUBJECT: ADMINISTRATIVE REPORT NO. 18-37**

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### **CITY MANAGER**

2018 League of California Cities Annual Conference Resolution Follow-Up: During the General Assembly on September 14<sup>th</sup>, voting delegates approved both resolutions presented at this year's conference:

1. Calling Upon the League to Respond to the Increasing Vulnerabilities to Local Municipal Authority, Control and Revenue and Explore the Preparation of a Ballot Measure and/or Constitutional Amendment that Would Further Strengthen Local Democracy and Authority; and,
2. Declaring its Commitment to Support the Repeal of Preemption in California Food and Agriculture Code §11501.1 that Prevents Local Governments from Regulating Rodenticides.

As the City Council will recall from its August 21<sup>st</sup> meeting, it was agreed that the City would support Resolution No. 1 and take no position on Resolution No. 2.

Changes to Filming Activities at Catalina View Gardens: As Staff reported in the Weekly Administrative Report of September 5<sup>th</sup>, there is filming activity occurring at Catalina View Gardens, located at 6001 Palos Verdes Dr. S., which was originally expected to run from Sunday, September 2<sup>nd</sup> through Wednesday, October 10<sup>th</sup>. The casts and crews for two (2) reality TV shows are filming on the property.

Production of the first of these shows completed principal photography on Sunday, September 16<sup>th</sup> as scheduled. However, the second show that was supposed to begin filming on Thursday, September 20<sup>th</sup> has now been delayed until Monday, October 1<sup>st</sup>, filming for nineteen (19) days between Wednesday, October 3<sup>rd</sup> and Tuesday, October 30<sup>th</sup>. In the period between the filming of the two shows, the tent and other production equipment will remain on the property but there will be no filming activity. Each production involves a total cast and crew of 95 persons, and most filming activity will occur between 7:00 AM and 7:00 PM. However, there will be a few evenings where filming activity will not end until 9:30 PM. Production parking will continue to be provided onsite at Catalina View Gardens.

For questions about location filming in Rancho Palos Verdes, please contact the City's Film Permit Desk at (310) 544-5226 or [film@rpvca.gov](mailto:film@rpvca.gov).

AQMD Refinery Committee Meeting in Wilmington on September 22<sup>nd</sup>: As the City Council may recall, [an item appeared earlier this year on the May 15<sup>th</sup> agenda](#), seeking direction about whether or not the City Council desired to send a letter to the South Coast Air Quality Management District (AQMD) supporting rulemaking (i.e., PR 1410) to phase out the use of hydrofluoric acid (HF) and modified hydrofluoric acid (MFH) at South Bay refineries. At that meeting, the majority of the City Council decided not to send a letter to the AQMD, and asked Staff to provide any updates on this topic in the future.

Staff has learned that the AQMD Refinery Committee will be meeting this Saturday, September 22<sup>nd</sup> at Wilmington Middle School in Wilmington at 9:00 AM (see attached agenda). The Committee's agenda includes (among other topics) an update on PR 1410 from AQMD.

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Staff. Staff will provide a follow-up report on this meeting in a future Weekly Administrative Report.

### Attachments:

AQMD Refinery Committee Meeting Agenda – Page 31

## **FINANCE**

July and August 2018 Financial Reports: The City's July and August 2018 Revenue and Expenditure Financial Reports will be available to view and/or download on the City's website Friday, 9/21/18. Both reports can be found at <http://www.rpvca.gov/1066/Monthly-Financial-Reports>.

The financial data for July and August, along with the data for prior months, will be available via OpenGov as well. OpenGov presents the data using easy to read dynamic charts and graphs. Users can view information by fund, program and expense type. [Click Here](#) to learn more.

## **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 repairs. Asphalt repairs are scheduled to commence next week. Door hanger notifications will continue to be given to affected residents prior to any construction adjacent to their residence.



Abalone Cove Beach Access Road & Parking Rehabilitation: This project consists of asphalt repairs to the road joining the Abalone Cove Beach School and Palos Verdes Drive South. Construction was substantially completed on Friday September 14<sup>th</sup>.

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**Saturday Flagging Services at Forrestal/Trump National and PVDS:** On Saturday, flagging services were provided at the intersection of Forrestal/Trump National & PVDS to help alleviate AYSO/Ladera Linda related traffic flows. Staff appreciates AYSO and Ladera Linda HOA for providing the Fall soccer schedule. It was helpful in fine-tuning the scheduling of flagging hours. There was only one game on Sunday, therefore no flagging was scheduled. Staff will continue to monitor the soccer game schedule and provide Sunday flagging, when necessary.

**IMAC Meeting and Member Resignation:** IMAC held its first meeting in its new venue, City Hall/Community Room. The FY 18-19 Work Plan was discussed and members received a briefing of the options presented for the PVDS Intersection Improvement and the discussions at the 9/4/2018 City Council meeting. IMAC members and staff also said a fond adieu to Member John “Jack” Curtis who has submitted his letter of resignation effective October 1, 2018. Member Curtis has been with IMAC from its inception and provided valuable insight to discussion. Prior to IMAC he was a member of FAC and WQFP Oversight committees.



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CalRecycle and Organics Recycling Compliance: CalRecycle staff notified staff that they are looking to receive an update on the City's continued efforts to implement programs for AB 341 (Mandatory Commercial Recycling) and AB 1826 (Mandatory Commercial Organic Recycling) compliance. It appears that similar emails were sent by CalRecycle staff to other cities/jurisdictions as part of CalRecycle's preliminary review of the 2017 Annual Report submissions by various jurisdictions. Staff contacted EDCO, Waste Management, CalMet and Republic/Consolidated (the 4 subject haulers) and plans to continue working closely with them. The haulers will continue their outreach to their eligible accounts and staff has offered the City's support, when needed.

## **COMMUNITY DEVELOPMENT**

Marymount Neighborhood Advisory Committee Follow-up: On Thursday, September 13, 2018, the Marymount Advisory Committee (NAC) held a special meeting. The purpose of the meeting was to discuss the University's recent Conditional Use Permit Revision application submitted in May of this year requesting to extend Phase 3 an additional three years. At the meeting, after discussing the application and the concerns expressed by the Committee Members, the University's President, Brian Marcotte, agreed to withdraw the application. At this time, the City has not received a formal written letter withdrawing the application. Staff will update the Council when said letter is submitted to the City. Attached is the meeting agenda and summary report (see attachments).

Cal Water's Crest Road Facility Update: On August 28, 2018 and September 18, 2018, the City received letters from Cal Water's Attorney regarding the cessation of major spoils and material storage at the Crest Road site as required by Condition No. 6 of P.C. Resolution 2018-02. Some minor storage of spoils and fill material is allowed on a permanent basis as specified in Condition No. 24.i of the same P.C. Resolution.

Receiverships for Hoarding Cases: Over the past year, the City's Code Enforcement Division has received an uptick in neighborhood complaints regarding alleged hoarding cases. In light of this, the City's Code Enforcement Officers recently attended a training course to learn more about the options available to cities to address hoarding matters, including receiverships. This training course emphasized the procedures, benefits, and commonly asked questions about receiverships which essentially puts the courts in the position to ensure hoarding cases are abated and the persons involved obtain the necessary care. The City will be looking into receiverships to address some of the current hoarding cases.

LAX Roundtable Meeting Follow-up: At the September 12<sup>th</sup> meeting, Los Angeles World Airports (LAWA) distributed jet and turbo propeller Peninsula overflight and altitude data for the months of July and August 2018 as requested by the City Staff (attachment). LAWA stated that there will be individual responses to noise complaints received by LAWA for aircraft departing and arriving at LAX. LAWA's goal is to respond to noise complaints within two working days. The Roundtable received both a noise evaluation report for the 360 at South Bay Community located in the City of Hawthorne and a presentation from the Metroplex/Wide Area Ad Hoc Committee for north downwind arrival. The Roundtable continued the By-laws Ad Hoc Committee discussion to the next meeting, which will be November 14<sup>th</sup> in the City of Monterey Park.

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Staff Attends the Annual Monaco HOA Meeting: On Sunday, September 16, 2018, Director Mihranian and Associate Planner Nemeth attended, as guest speakers, Monaco HOA's annual meeting at Hesse Park. The HOA was presented with an overview of various programs implemented by the Community Development Department, including the General Plan update, aircraft noise over the Peninsula, wireless telecommunication facilities in the public right-of-way, the NCCP/HCP, arterial fences and walls, the City's prohibition of short-term rentals, the Peafowl Management Plan, the Coyote Management Plan, and the City's View Ordinance.

RPV Receives the Beacon Award: On September 13, 2018, the City of RPV was presented with three Beacon Spotlight Awards at the 2018 Beacon Spotlight Award Reception held at the League of California Cities Conference in Long Beach. The three awards recognize the City's efforts in the areas of community greenhouse gas reductions, agency energy savings and overall sustainability best practices. Mayor Brooks and City Staff were on-hand to receive the awards.



Planning Commission Agenda: See attached draft agenda for the Planning Commission meeting on Tuesday, September 25, 2018.

### Attachments:

Marymount NAC Meeting Agenda – Page 33

Marymount NAC Meeting Summary Report – Page 34

Mr. Marcotte's PowerPoint Presentation – Page 37

Cal Water Letters – Page 53

LAWA Peninsula Aircraft Overflight Data for July and August 2018 – Page 55

Draft Planning Commission Agenda for September 25, 2018 – Page 59

## **RECREATION & PARKS**

PVIC/Docents: The room is rented this week for one nonprofit event and two wedding receptions on Friday and Saturday. The outdoor amphitheater is rented on Friday for a wedding ceremony. The new Docent class will meet on Wednesday for training. Little Fish Tales by the Sea will be held Thursday morning.

Coastal Cleanup: The 2018 California Coastal beach cleanup at Abalone Cove was a success. 151 beach clean-up volunteers and 30 docents attended. 211 lbs of trash was collected. Representatives from California State Senator Ben Allen's office came and participated in the cleanup.

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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 staff meetings and one outdoor sports field rental. Last week Hesse Park held Little Critters story time where 5 children participated in fun arts and crafts and sing-a-long activities.



Ladera Linda Park: The facilities are rented this week for two recreation classes, and three indoor day camps.

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

Healthy RPV Program:

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 12, 2018: 6 people attended at Miraleste  
Sunday, September 16, 2018: 6 people attended Miraleste, and 9  
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>45th 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 45th 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 - CANCELLED</del>	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 7:00 pm – City Council Meeting @ Hesse Park	2 1:00 pm – PV Historical Society Meeting @ Hesse Park	3 6:00pm – Civic Center Advisory Committee Special Mtg. @ City Hall Community Room	4	5
7	8 7:00 pm – Planning Commission Meeting @ Hesse Park	9 7:30 pm – ACLAD Meeting @ City Hall Community Room	10 7:00 pm – Finance Advisory Committee Meeting @ City Hall Community Room	11	12	13
14 10:00 am–12:00 pm – Native Plant Garden Volunteer Event @ PVIC	15 7:00 pm – City Council Meeting @ Hesse Park	16 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	17 7:00 pm – Emergency Preparedness Committee @ City Hall Community Room	18	19	20
21 5:00 pm-Klondike Canyon Meeting @ Ladera Linda Community Center 7:00 pm – Traffic Safety Committee @ City Hall Community Room	22 7:00 pm – Planning Commission Meeting @ Hesse Park 7:00 pm – Finance Advisory Committee Meeting (FAC) @ City Hall Community Room	23 6:00 pm – Civic Center Advisory Committee Meeting @ City Hall Community Room	24 6:00 pm – Civic Center Advisory Committee @ City Hall Community Room 7:00 pm-All Hazards Emergency Preparedness Presentation @ Ridgecrest Intermediate School	25 8:00 am—Mayor's Breakfast @ Trump National Golf Club/Golfer's Lounge (Brooks/Duhovic)	26	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	8	9	10
		7:00 pm – City Council Meeting @ Hesse Park 7:00 pm – ACLAD Meeting @ City Hall Community Room	1:00 pm – PV Historical Society Meeting @ Hesse Park	8:00 am – Peninsula Regional Law Enforcement @ RH City Hall (Brooks & Alegria)		
11	12  <b>CITY HALL CLOSED TO PUBLIC</b>	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 	23  <b>Thanksgiving Holiday – City Hall Closed</b>	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
October 2, 2018	6:00 PM	CITY COUNCIL REGULAR MEETING - CLOSED SESSION	
	CLOSED SESSION		
October 2, 2018	7:00 PM	CITY COUNCIL REGULAR MEETING	2:50
	AGENCY MEETING	Improvement Authority Meeting	0:05
	AGENCY MEETING	Successor Agency Meeting	0:05
ADMIN, FIN, PW	CONSENT CALENDAR	Work Plans for EPC, FAC, IMAC, and TSC	
ADMIN	CONSENT CALENDAR	Minutes	
CITY ATTORNEY	CONSENT CALENDAR	6527 Eddinghill - Settlement agreement	
FINANCE	CONSENT CALENDAR	Warrant Register	
PUBLIC WORKS	CONSENT CALENDAR	Award CDBG Consultant Contract	
PUBLIC WORKS	CONSENT CALENDAR	Award Contract for Installation of Catch Basin Inserts	
PUBLIC WORKS	CONSENT CALENDAR	Amendment No. 1 Traffic Signal Maint Econolite	
			1:00
	PUBLIC HEARING	NO ITEMS SCHEDULED AT THIS TIME	
CDD	REGULAR BUSINESS	Update to Coyote Management Plan	0:45
CDD	REGULAR BUSINESS	1st Reading/Intro of amendment to Exception T Code Ordinance	0:20
CDD	REGULAR BUSINESS	1st Reading/Intro of amendment to Leaf Blower Ordinance	0:20
October 16, 2018	6:00 PM	CITY COUNCIL REGULAR MEETING - CLOSED SESSION/STUDY SESSION	
	CLOSED SESSION		
	STUDY SESSION	Study Session Discussion	
October 16, 2018	7:00 PM	CITY COUNCIL REGULAR MEETING	3:15
ADMIN	CONSENT CALENDAR	Minutes	
CDD	CONSENT CALENDAR	1st Reading/Intro of Lot Line Adjustment Title 16	
CDD	REGULAR BUSINESS	2nd Reading/Adoption of amendment to Exception T Code Ordinance	
CDD	REGULAR BUSINESS	2nd Reading/Adoption of amendment to Leaf Blower Ordinance	
FINANCE	CONSENT CALENDAR	Warrant Register	
PUBLIC WORKS	CONSENT CALENDAR	Award Contract to NV5 for Parking Lot & Lighting at Hesse Park	
REC & PARKS	CONSENT CALENDAR	Reolusion to apply for Habitat Conservation Fund grant application	
			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
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 RPF 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
November 6, 2018	6:00 PM	<b>CITY COUNCIL REGULAR MEETING - CLOSED SESSION</b>	
	CLOSED SESSION	NO ITEMS SCHEDULED AT THIS TIME	
November 6, 2018	7:00 PM	<b>CITY COUNCIL REGULAR MEETING</b>	<b>3:00</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 (tentative)	
CDD	CONSENT CALENDAR	2nd Reading/Adoption of Lot Line Adjustment Title 16	
FINANCE	CONSENT CALENDAR	Warrant Register	
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	
			1:00
	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

## TENTATIVE AGENDAS

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

DEPARTMENT	AGENDA SECTION	AGENDA TITLE	ESTIMATED TIME
November 20, 2018	6:00 PM	CITY COUNCIL REGULAR MEETING - CLOSED SESSION/STUDY SESSION	
	CLOSED SESSION	NO ITEMS SCHEDULED AT THIS TIME	
	STUDY SESSION	Study Session Discussion	
November 20, 2018	7:00 PM	CITY COUNCIL REGULAR MEETING	
	CONSENT CALENDAR	NO ITEMS SCHEDULED AT THIS TIME	
	PUBLIC HEARING	NO ITEMS SCHEDULED AT THIS TIME	
	REGULAR BUSINESS	NO ITEMS SCHEDULED AT THIS TIME	
December 4, 2018	6:00 PM	CITY COUNCIL REGULAR MEETING - CLOSED SESSION	
	CLOSED SESSION	NO ITEMS SCHEDULED AT THIS TIME	
December 4, 2018	7:00 PM	CITY COUNCIL REGULAR MEETING	3:00
	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	
FINANCE	CONSENT CALENDAR	Warrant Register	
			1:00
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
December 18, 2018	6:00 PM	CITY COUNCIL REGULAR MEETING - CLOSED SESSION/STUDY SESSION	
	CLOSED SESSION	NO ITEMS SCHEDULED AT THIS TIME	
	STUDY SESSION	Study Session Discussion	

## TENTATIVE AGENDAS

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

DEPARTMENT	AGENDA SECTION	AGENDA TITLE	ESTIMATED TIME
December 18, 2018	7:00 PM	CITY COUNCIL REGULAR MEETING	3:40
FINANCE	CONSENT CALENDAR	Warrant Register	
ADMIN	CONSENT CALENDAR	Minutes	
ADMIN	CONSENT CALENDAR	Border Issues Update	
ADMIN	CONSENT CALENDAR	Cancellation of 1/2/19 CC Mtg (tentative)	
ADMIN	CONSENT CALENDAR	Update on Emergency Preparedness	
			1:00
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
January 2, 2019	6:00 PM	CITY COUNCIL REGULAR MEETING - CLOSED SESSION	
	CLOSED SESSION	NO ITEMS SCHEDULED AT THIS TIME	
January 2, 2019	7:00 PM	CITY COUNCIL REGULAR MEETING	
	CONSENT CALENDAR	NO ITEMS SCHEDULED AT THIS TIME	
	PUBLIC HEARING	NO ITEMS SCHEDULED AT THIS TIME	
	REGULAR BUSINESS	NO ITEMS SCHEDULED AT THIS TIME	
January 15, 2019	6:00 PM	CITY COUNCIL REGULAR MEETING - CLOSED SESSION/STUDY SESSION	
	CLOSED SESSION	NO ITEMS SCHEDULED AT THIS TIME	
	STUDY SESSION	Study Session Discussion	

## TENTATIVE AGENDAS

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

DEPARTMENT	AGENDA SECTION	AGENDA TITLE	ESTIMATED TIME
January 15, 2019	7:00 PM	CITY COUNCIL REGULAR MEETING	2:00
ADMIN	CONSENT CALENDAR	Minutes	
FINANCE	CONSENT CALENDAR	Warrant Register	
			1:00
	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
February 5, 2018	6:00 PM	CITY COUNCIL REGULAR MEETING - CLOSED SESSION	
	CLOSED SESSION	NO ITEMS SCHEDULED AT THIS TIME	
February 5, 2019	7:00 PM	CITY COUNCIL REGULAR MEETING	1:45
ADMIN	CONSENT CALENDAR	Minutes	
FINANCE	CONSENT CALENDAR	Warrant Register	
			1:00
	PUBLIC HEARING	Green Hills Annual Review	0:30
	REGULAR BUSINESS	NO ITEMS SCHEDULED AT THIS TIME	
February 19, 2019	6:00 PM	CITY COUNCIL REGULAR MEETING - CLOSED SESSION/STUDY SESSION	
	CLOSED SESSION	NO ITEMS SCHEDULED AT THIS TIME	
	STUDY SESSION	Study Session Discussion	
February 19, 2019	7:00 PM	CITY COUNCIL REGULAR MEETING	1:15
ADMIN	CONSENT CALENDAR	Minutes	
FINANCE	CONSENT CALENDAR	Warrant Register	
			1:00
	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</b> - Identified at Council meetings and pending receipt of memo from Councilmember			
Request Date:	Requested By:	Item:	
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>			
Request Date:	Requested By:	Item:	Agendized Date:
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

Comments or questions? Please email us at [RPVtv@rpv.com](mailto:RPVtv@rpv.com)

PVPtv Cox 35 / FIOS 39 Programming Schedule Guide Schedule - 09/23/18 - 09/29/18								
	Sunday	Monday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	September 23, 2018	September 24, 2018	September 24, 2018	September 25, 2018	September 26, 2018	September 27, 2018	September 28, 2018	September 29, 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, September 18, 2018	The City of Rancho Palos Verdes City Council Meeting, September 18, 2018	
7:30 AM - 8:00 AM								
8:00 AM - 8:30 AM								
8:30 AM - 9:00 AM								
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9:30 AM - 10:00 AM								
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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	
11:30 AM - 12:00PM								
12:00 PM - 12:30PM								
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2:30 PM - 3:00PM								
3:00 PM - 3:30PM	Community Announcements	Community Announcements	Community Announcements	Community Announcements	Community Announcements	Community Announcements	Community Announcements	
3:30 PM - 4:00PM								
4:00 PM - 4:30PM								
4:30 PM - 5:00PM								
5:00 PM - 5:30PM								
5:30 PM - 6:00PM								
6:00 PM - 6:30PM	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	
6:30 PM - 7:00PM								
7:00 PM - 7:30PM								
7:30 PM - 8:00PM								
8:00 PM - 8:30PM	The City of Rancho Palos Verdes City Council Meeting, September 18, 2018	The Palos Verdes Peninsula Unified School District (PVUSD) Board of Education Meeting	The City of Rancho Palos Verdes LIVE Planning Commission Meeting September 25, 2018					
8:30 PM - 9:00PM								
9:00 PM - 9:30PM								
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11:30 PM - 12:00 AM								
12:00 AM - 1:00 AM								
1:00 AM - 6:00 AM								

Comments or questions? Please email us at [RPVtv@rpv.com](mailto:RPVtv@rpv.com)

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 AAII 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 AAII 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 AAII 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 AAII 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 AAII 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.

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 AAII 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 AAII Cloke responded. Completed.
1/22/2018	1/22/2018	Duncan Christopher Reid	Electronic and written correspondence - Amended original request.	1/22/2018 AAII Cloke responded. Completed.
1/23/2018	1/23/2018	SmartProcure (Ivan Kranjcec)	Purchase order information in a report format.	1/23/2018 AAII 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 AAII 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 AAII Cloke responded. 1/31/2018 Determination Emial 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 AAII 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 AAII 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 AAII Cloke responded. Provided link to City website document site. Completed.

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 Managers Employment Agreement Staff Report supporting documents.	2/8/2018 AAII 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 AAII 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.

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 Zweizig acknowledged receipt of request and forwarded on to appropriate staff. 3/6/17 AA Zweizig responded. Completed.
2/23/2018	3/2/2018	Marcella Scordelis	Contractor Preicson 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 AAII Cloke responded. Acknowledged receipt of PRA and provided contract and insurance certificate to requestor. 03/05/2018 AT Amundson provided W9. 3/13/2018 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 AAII 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 AAII 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 Zweizig acknowledged receipt of request and forwarded on to appropriate staff. 3/23/18 14 day extension sent. 4/2/18 AA Zweizig 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 Zweizig 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 Zweizig acknowledged receipt of request and forwarded on to appropriate staff. 4/2/18 AA Zweizig 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 Zweizig 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.

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 responsive 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.

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/letter 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.

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.
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.
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 Zweizig 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 Zweizig notified requestor of costs. Documents mailed out. Completed.
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.

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
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 sent 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.
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.
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="mailto:Valentina.Feoktistova">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 chrisdavismfc@gmail	2018 Business License List	6/12/18 SA Cloke responded. Completed.

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
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.
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.

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
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.
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.

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
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	Request for Green Hills maps of plots for sale in Area 4, permits - excavation in Area 4, CUP applications for earth interment 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"	
9/13/2018	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.	
9/17/2018	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.	



# South Coast Air Quality Management District

South Coast  
**AQMD** 21865 Copley Drive, Diamond Bar, CA 91765-4178  
(909) 396-2000 • [www.aqmd.gov](http://www.aqmd.gov)

## REFINERY COMMITTEE MEETING

### COMMITTEE MEMBERS

Dr. Clark E. Parker, Sr., Chair  
Mayor Larry McCallon, Vice Chair  
Mayor Ben Benoit  
Dr. Joseph K. Lyou  
Mayor Pro Tem Judith Mitchell  
Dr. William A. Burke, Ad Hoc Member

Saturday, September 22, 2018 - 9:00 a.m.

Wilmington Middle School  
Auditorium  
1700 Gulf Avenue  
Wilmington, CA 90744

### AGENDA

Members of the public may address this body concerning any agenda item before or during consideration of that item (Gov't. Code Section 54854.3(a)). Please provide a Request to Address the Committee card to the Committee Secretary if you wish to address the Committee on an agenda item. If no cards are available, please notify SCAQMD staff or a Board Member of your desire to speak. All agendas for regular meetings are posted at District Headquarters, 21865 Copley Drive, Diamond Bar, California, and Wilmington Middle School at 1700 Gulf Avenue, Wilmington, CA, at least 72 hours in advance of the regular meeting. Speakers may be limited to three (3) minutes or less each.

Items are expected to be completed in the order listed below. However, items may be taken in any order.

1. **Welcome / Opening Remarks**

*Dr. Clark E. Parker, Sr.  
Committee Chair*

2. **Introduction**

*Wayne Nastri  
Executive Officer*

3. **Staff Presentation - Status Update of  
PR1410**

*Dr. Philip Fine  
Deputy Executive Officer  
Planning and Rules*

4.	Regulatory and MOU Approach	Bayron Gilchrist General Counsel
5.	Potential Earthquake Risk	Dr. Kenneth Hudnut Science Advisor for Risk Reduction United States Geological Survey
6.	Dispersion and Water Mitigation Testing	Dr. Ronald Koopman Hazard Analysis Consulting
7.	Assessment of Additional HF/MHF Testing	John Cornwell Principal Engineer Quest Consultants, Inc.
8.	Emergency Preparedness and Treatment of HF	Michael Mastrangelo Program Director, Institutional Preparedness University of Texas, Medical Branch
9.	<b>Public Comments</b> <i>At the end of the meeting agenda, an opportunity is provided for the public to speak on any subject within the Committee's authority that is not on the agenda. Speakers may be limited to three (3) minutes or less each.</i>	
10.	Refinery Committee Discussion	Committee Members
11.	Closing Remarks	Committee Members

*Adjournment*

**Document Availability**

*All documents (i) constituting non-exempt public records, (ii) relating to an item on the agenda, and (iii) having been distributed to at least a majority of the Committee after the agenda is posted, are available prior to the meeting for public review at the South Coast Air Quality Management District Public Information Center, 21865 Copley Drive, Diamond Bar, CA 91765, and will also be available at the meeting site on the day of the meeting.*

**Americans with Disabilities Act**

*The agenda and documents in the agenda packet will be made available, upon request, in appropriate alternative formats to assist persons with a disability [Govt. Code Section 54954.2(a)]. Disability-related accommodations will also be made available to allow participation in the meeting. Any accommodations must be requested as soon as practicable. Requests will be accommodated to the extent feasible. Please contact Cristina Lopez at 909-396-2114 from 7 a.m. to 5:30 p.m. Tuesday through Friday, or send the request to [clopez@aqmd.gov](mailto:clopez@aqmd.gov).*

**MARYMOUNT CALIFORNIA UNIVERSITY  
NEIGHBORHOOD ADVISORY COMMITTEE MEETING  
30800 PALOS VERDES DRIVE EAST  
VIEW ROOM  
THURSDAY, SEPTEMBER 13, 2018  
10:00 A.M.**

- 1. Introductions**
- 2. Update of the State of Marymount California University**
- 3. Discuss Marymount's Conditional Use Permit Revision Application**
  - a. Describe the current request**
  - b. Discuss the benefit for extending Phase 3**
  - c. Provide an update on the Architect's attendance at the May meeting**
  - d. Identify the tentative City Council Meeting Date and Process**
- 4. Update on the Fall 2018 Term**
  - a. Estimated Student Enrollment**
  - b. Student Seats Cap**
- 5. Parking Management Report for Fall 2018 - Due July 1 (per the EIR)**
- 6. Athletic Membership Report for 2018-19 - Due July 1 (per the EIR)**
- 7. Why is MCU asking RPV for a Public Records search on Measure "P", which was defeated 8 years ago?**
- 8. Closing Remarks**

## **Marymount California University Neighborhood Advisory Committee Special Meeting Summary Report (September 13, 2018)**

Condition No. 138 of the University's CUP established a Neighborhood Advisory Committee (NAC) comprised of members from the surrounding five homeowners associations and two at-large representatives who live within 3,000 feet of the campus. The NAC is tasked to meet once during the fall term and once during the spring term, to review any campus operational and neighborhood concerns. A special NAC meeting on the University's recent Conditional Use Permit Revision application was held on September 13, 2018 at the Marymount campus and followed an agenda (attached) prepared by City Staff based on input from Committee representatives. The meeting was facilitated by Director Mihranian and was attended by the following individuals:

- Dwight Hangar, Seacliff Hilltop HOA
- Craig Whited Mediterrania HOA
- Lois Karp, At-large City Representative
- George Zugsmith (CCC/ME)
- Diane Smith, San Ramon HOA
- John Maniatakis, Mira Catalina HOA
- Dorothy Shackelton, El Prado HOA
- Megan Sawyer, Director of Marketing, Marymount California University
- Brian Marcotte, Marymount California University
- Hector Rodriguez, Chief of Public Safety, Marymount California University
- Amy Seeraty, Senior Planner, City of Rancho Palos Verdes

Below is a summary of the discussion that ensued based on the agenda topics:

### **Opening Statements/Introductions**

Director Mihranian welcomed everyone by stating that although the Committee typically meets at the end of each semester, he wanted to meet sooner to discuss some questions raised by the University's Conditional Use Permit Revision application submittal.

Mr. Marcotte introduced Ms. Sawyer and Mr. Rodriguez, two new Marymount employees. Ms. Sawyer was introduced as the University's new Director of Marketing, with a background in marketing and teaching. Mr. Rodriguez was introduced as the University's new Chief of Security/Public Safety, after a career which included time with the LAPD, and the Los Angeles and Santa Ana School Districts.

All other attendees then introduced themselves.

### **Marymount Update**

Mr. Marcotte, using PowerPoint (see attachment) presented updates regarding the PVDN Campus Improvements, which have recently been completed. These include an outdoor kitchen, new swimming pool, beach volleyball court, weight room, study halls and meeting rooms, and an outdoor covered social pavilion to enhance student interactions.

He also referenced changes occurring in education, which include challenges for student retention, and reviewed initiatives that the University was undertaking to address these

challenges, including increased marketing, a new data management system, and emphasizing programs such as Digital Media, which are most pertinent to today's job market.

In regards to the Waterfront/Ocean View Campus Improvements, Mr. Marcotte reported that the University has relocated certain BA and MA degree classes to the RPV campus to reduce costs. This has also resulted in a decrease in the number of trips to the RPV campus by the shuttle buses. Mr. Marcotte also stated that more freshman students are utilizing the shuttle buses than in past years.

#### Conditional Use Permit Revision Application Update

Mr. Marcotte explained that the University submitted a Conditional Use Permit Revision request in May 2018 to request the City Council's consideration to amend the existing Conditional Use Permit (CUP) to extend Phase Three to June 30, 2021, or for three years. He stated that the main purpose for the request was to allow the University additional time to determine whether the additions to the Admissions and Fine Arts Buildings, as approved in the Master Plan, could be built and to assess the long-term vision of the University.

Questions were raised why the University is requesting the time extension, when, for various factors, it is unlikely they will be able to complete the improvements detailed in Phase Three within that time especially since the supporting grading was to occur in Phase One which expired several years ago. The Committee Members stated that the current Master Plan was supposed to expire in June 2018, and that it should be allowed to expire. Several members of the Committee also clarified that they wouldn't be opposed to entertaining a new proposal to further develop the existing campus in the future. After further discussion, Mr. Marcotte indicated that he would withdraw the CUP revision application, acknowledging that the University would likely not have the funds to proceed with Phase Three within the three year timeframe. Mr. Marcotte also stated that in the near future, the University would be spending money on much smaller projects, such as creating additional community space areas at the RPV campus. After inquiries about the next steps, Director Mihranian clarified that Marymount would need to formally withdraw the project in writing, and then would be refunded their application fee.

Director Mihranian clarified that the Conditions of Approval of the CUP are divided into two categories, construction-related and operational-related conditions. He stated that with the application withdrawal, the construction-related conditions will no longer be in effect, including the mitigation measures, but the operational-conditions and related mitigation measures will still apply.

#### Enrollment

Mr. Marcotte indicated that the Fall 2018 numbers are not final yet, but provided the following draft enrollment numbers:

- 728 Traditional Students (will be adjusted for online and hybrid students); and,
- 37 Non-Traditional Students.

18/19 Special Use Permit

Mr. Marcotte mentioned that City Staff had brought two traffic/parking related incidents which occurred at the 2018 graduation to his attention, and that his staff would be working to ensure those issues would be resolved for the 2019 graduation.

Gala – This year's gala will be to celebrate the University's 50<sup>th</sup> anniversary and will be held entirely within the interior of the auditorium on September 29<sup>th</sup>. The University expects approximately 150 guests.

Annual Reports

- a. Parking Management Strategies – Mr. Mihranian indicated that the Parking Management Strategies report was due to the City by July 1<sup>st</sup>. Mr. Marcotte and Mr. Rodriguez described the various measures being implemented to ensure street parking does not occur.
- b. Athletic Associations – Mr. Marcotte described the University's involvement in the CalPac of the National Associations of Intercollegiate Athletics. He noted that the University participates in soccer, golf, cross country, track, baseball, softball, tennis and volleyball. Mr. Mihranian indicated that the Athletic Associations report was due the City by July 1<sup>st</sup>.

Question about Public Records Search Regarding Measure "P"

Mr. Marcotte stated that the University did not request any information from the City relating to Measure "P", and does not know the political consultant who actually requested the information.

Closing Remarks

The next NAC meeting will be scheduled in November for the Fall 2018 term.

Marymount California University

City of Rancho Palos Verdes  
Neighborhood Advisory Council

September 13, 2018

Marymount's Campus  
Improvements and Programs

## Progress at the Residential Villas is Going Well

- ▶ The Villas Outdoor Kitchen is completed
- ▶ Swimming Pool is completed
- ▶ Sand Volleyball Court is completed
- ▶ Front Entrance modification in progress
- ▶ Additional renovation of townhouses is underway with Two of Three Phases Completed
- ▶ We have a two-year residency requirement (waivers for certain circumstances)

3

## A Pool is a Great New Addition



4

We Have Tried to Create a Resort-Style Living Experience for our Residents



5

An Outdoor Cooking and Eating Area Gives our Residents New Options



6

## Outdoor Eating Areas Create a Community Area for our Residents



7

## Our Pavillion is our Outdoor Multi-Purpose Community Area



8

We have installed a  
Beach Volleyball Court



9

What is Happening in Higher  
Education Today?

10

## After Hundred's of Years, the Educational Landscape is Shifting

- Historically—a class setting with the teacher lecturing, explaining and taking questions.
- Technology has changed all that
- Today, increased competition for a shrinking pool of prospective students
- There is a “battle” between Liberal Arts educators and “career-oriented” professional curriculum
- Debate between On-line, traditional and Hybrid courses

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## Other Issues are In-Play

- University Demographics are Changing
- High School Graduation Rates are in Decline
- California HS Graduation is expected to decline by 10% by the year 2030
- Universities are struggling to keep admissions high and retention as well—not just recruit but retain to graduation.
- Students who struggle academically are hard to retain
- Since 2011, 50% of private, non-profit colleges have reported declining enrollment
- Parents and students are questioning the value of higher education. The discussion is now about ROI (Return on Investment)
- Student Debt is a national issue with Student Load Debt now exceeding \$1.4 Trillion

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## What are Student's Looking For?

- ▶ **Affordability**
  - Cost of Higher Education has saddled students with high debt
- ▶ **Accessibility**
  - Traditional students used to be 18–22 years old and graduated in four years
  - Now are older, take up to six years to graduate and may attend up to five schools during that time
- ▶ **Accountability**
  - Are students getting what they are paying for? Regulations and reporting requirements are burdening colleges with increased administrative costs without increasing educational benefits
- ▶ **In short, this is a changing environment and we must be flexible and innovative in our approach**

13

Major Initiatives  
are Underway at MCU

14

## Campus Consolidation for Waterfront Campus and Ocean View is Moving Forward

- ▶ Move upper division classes and Digital Communications from San Pedro Waterfront to Main Oceanview Campus
- ▶ Our MBA program will move to our Ocean View Campus in the Fall creating new efficiencies. These students are new to Ocean View
- ▶ Improved student efficiency, effectiveness and convenience with a better overall experience
- ▶ Will require minimal facilities and infrastructure alterations for the new strategy
- ▶ Reduces bus/shuttle traffic

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## New Data System will Transform Operations, Student Experience and Data Analytics

- ▶ Implementation of Campus Management has begun; replaces outdated software which is inadequate and no longer supported
- ▶ Many Benefits of new system:
  - Students will be able to monitor their progress online
  - Faculty and Advisors will be able to focus on student success rates and can act proactively when risk is identified
  - Timely communications with students should improve enrollment and retention rates
  - Operational efficiencies for admissions, financial aid, registrar actions, student accounts, and advising will be realized
  - Enables broadly informed decisions
  - Integrated system allows tracking of students from “prospects-to-alumni”
  - Highlighting student career internships, employer contacts, placements and community support for desired student outcomes

16

## Branding & Marketing Work is Underway

- ▶ **New Marketing and PR Director has “hit the ground running”**
- ▶ **Selected Zehno as our marketing and branding firm and work is well underway**
  - Have developed a marketing platform and plan
  - Brand development and messaging
  - Creative strategy and graphic identity
- ▶ **Creative implementation will follow**
  - Website redesign
  - New admissions photos and materials are nearing completion
  - Advertising and Social Media Strategy to be implemented

17

## Enrollment Management will be a Key Priority—We Are Focused on Doing Better

- ▶ **Enrollment Management is an issue facing all of higher education**
- ▶ **We are initiating a new approach to enrollment through industry expertise**
  - Ruffalo Noel and Levitz (RNL) is a highly recognized resource
- ▶ **We must be successful in terms of net tuition growth and expense management**
- ▶ **RNL has created an Advanced Financial Aid Solution model to optimize enrollment and net tuition**

18

## New Programs Have Been Successful

19

### Our 2018 Graduation was Very Successful

- ▶ 240 Graduates of Associate of Arts and Science, Bachelor of Arts and Science and Master of Business and Community Psychology
- ▶ Approximately 2000 attended the ceremony
- ▶ Commencement Speaker was Bret Johnsen, CFO of SpaceX gave an inspirational address
- ▶ The ceremony was uplifting and encouraging

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## Curriculum in Digital Media is Targeted for the Job Market

- ▶ This is a Bachelor of Science Curriculum based on STEM Learning and replaces our conventional Film curriculum
- ▶ Designed to teach digital media and technology driven communication
- ▶ Students study Video Production and Interactive Media Skills and Concepts
- ▶ Students learn traditional communication theory
- ▶ Hands-on experience is integral to the program

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## Conditional Use Permit Revision

22

## CUP Revision Application

- ▶ The Application is for a Time Extension of 3-years
- ▶ Phase 3 Projects are limited to area near Commons (admissions extension and fine arts area)
- ▶ Phase 3 does not include Athletic building, Library or Athletic Field
- ▶ Architect (Cunningham Group) looked at various ways to create student-centered areas on campus to enhance student experience
- ▶ Tentative City Council Meeting Arrangements have been delayed

23

## Update on Fall 2018 Enrollment

24

## Fall 2018 Numbers are Not Final Yet

- ▶ Traditional Day Students 728\*  
(Will be adjusted for on-line and hybrid)
- ▶ Non-Traditional Evening Students 37\*\*

### CUP Limits:

*Traditional Day Students	793
**Non-Traditional Primarily Evening	150
Seat Cap	655

25

## Parking Management and Strategy Report

26

## Parking Management and Strategies

- Largely unchanged for 2017 Submittal
- Reduction in on-street parking has been successful
- Parking fees reduced two-years ago
- Increased enforcement
- Eliminated need for shuttling from Waterfront
- Shuttle now between Residences and Ocean View campus
- Larger Shuttles reduce student vehicles on campus
- Increased Advertising and campus-wide electronic billboards promote campus parking and shuttles
- Park and Ride program
- Telephone App for Shuttle services
- Review procedures for large events such as graduation. Two complaints for last graduation on May 10, 2018

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## Athletic Membership Report

28

## Marymount Now Offers a Range of Athletic Competition in the National Association of Intercollegiate Athletics (NAIA)

- ▶ Men's Baseball
- ▶ Women's Fast-Pitch Softball
- ▶ Men's Soccer
- ▶ Women's Soccer
- ▶ Men's and Women's Track and Field
- ▶ Men's and Women's Cross-Country
- ▶ Men's Golf
- ▶ Women's Golf
- ▶ Lacrosse
- ▶ Women's Indoor Volleyball (new)
- ▶ Women's Beach Volleyball (new)

29

## MCU Athletics Have Been Successful Over the Past Academic Year

- ▶ Cal Pac Division of the National Association of Intercollegiate Athletics (NAIA)
  - Men's Soccer finished 3<sup>rd</sup> Nationally in the NAIA
  - Men's Soccer Cal Pac Coach of the Year
  - Men's Golf 1<sup>st</sup> in Cal Pac and 24<sup>th</sup> nationally
  - Individual Golfer ranked nationally
  - Men's Golf Cal Pac Coach of the Year
  - Cross Country individual qualifier to NAIA Nationals
  - Women's Track individual qualifier to NAIA Nationals
  - Baseball and Softball both made Cal Pac Conference Playoffs
  - 60 Student Athletes on Spring Dean's List
  - 10 Teams had Average GPA of greater than 3.0
  - 2 NAIA All-Americans, 1 Honorable Mention
  - 2 Cal Pac players of the year
  - 11 Cal Pac players of the Week

30

## Why is MCU Searching Public Records on Measure “P”?

- ▶ We are not doing this. A political consultant initiated a search for reasons unknown to us and not directed by us
- ▶ The request was for information on Measure P campaign contributions according to the City Clerk

31

## We have a Fundraiser Gala on September 29, 2018

- ▶ This will be a fundraiser and celebration of Marymount’s 50<sup>th</sup> Anniversary
- ▶ The 2018 Gala will be held on campus
- ▶ We will use our auditorium rather than a tent or outside venue
- ▶ We anticipate approximately 150 guests
- ▶ Entertainment will be a concert pianist rather than a dance band—David Benoit concert
- ▶ We will honor Sister Antoine Marie Baurier, an educator at Marymount for nearly 50 years

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August 28, 2018

VIA US MAIL

Ara Mihranian  
Amy Seeraty  
City of Rancho Palos Verdes  
Community Development Department  
30940 Hawthorne Blvd.  
Rancho Palos Verdes, CA 90275

Re: *California Water; 5837 Crest Road; Case No. ZON2015-00230*

Dear Mr. Mihranian and Ms. Seeraty:

As you know, on January 9, 2018, the Rancho Palos Verdes Planning Commission adopted Resolution No. 2018-02 approving a Conditional Use Permit revision at the above referenced site. While the original application for the revision related to the installation of an above-ground diesel storage tank, other issues were also addressed.

One of those issues concerned the ongoing intermediate storage of spoils from off-site excavations conducted by California Water during repair and maintenance operations. Specifically, the City imposed Condition of Approval Number 6 which allowed California Water to continue use of its spoils facility through July 9, 2018. Condition 6 also granted California Water the opportunity to apply for a six-month extension for use of the spoils facility.

The purpose of this letter is to inform you that California Water discontinued its use of the spoils facilities at the Crest Road site as of July 9, 2018. Further, California Water will not seek an extension of time for use of the spoils facilities pursuant to Condition 6.

California Water appreciates the efforts of you and your staff in this matter. We look forward to working with you in the near future. If you have any questions, please call.

Very truly yours,

DEVANEY PATE MORRIS & CAMERON, LLP

Randy J. Risner  
Partner

RJR/ss

September 18, 2018

VIA EMAIL & US MAIL

Ara Mihranian  
Amy Seeraty  
City of Rancho Palos Verdes  
Community Development Department  
Rancho Palos Verdes, CA 90275  
AmyS@rpvca.gov  
AraM@rpvca.gov

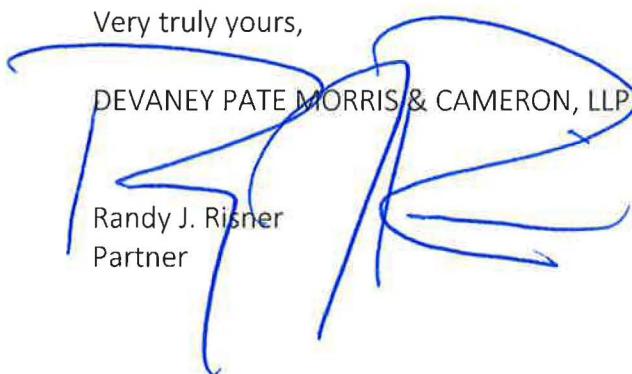
Re: *California Water; 5837 Crest Road; Case No. ZON2015-00230*

Dear Mr. Mihranian and Ms. Seeraty:

This letter is an addendum to my August 28, 2018 letter to you concerning the Conditional Use Permit for the California Water facility located at 5837 Crest Road in Rancho Palos Verdes. In that letter I informed you that California Water has ceased the intermediate storage of spoils from off-site excavations. This letter is to inform you that California Water has also ceased the storage of fill materials with the exception of small amounts needed for small maintenance projects such as the repair of water meters. This conforms with the requirements of Condition 6 in the CUP which allows California Water to store small amounts of both spoils and fill materials for small maintenance activities.

If you have any questions, please call.

Very truly yours,  
DEVANEY PATE MORRIS & CAMERON, LLP  
Randy J. Risner  
Partner



RJR/ss

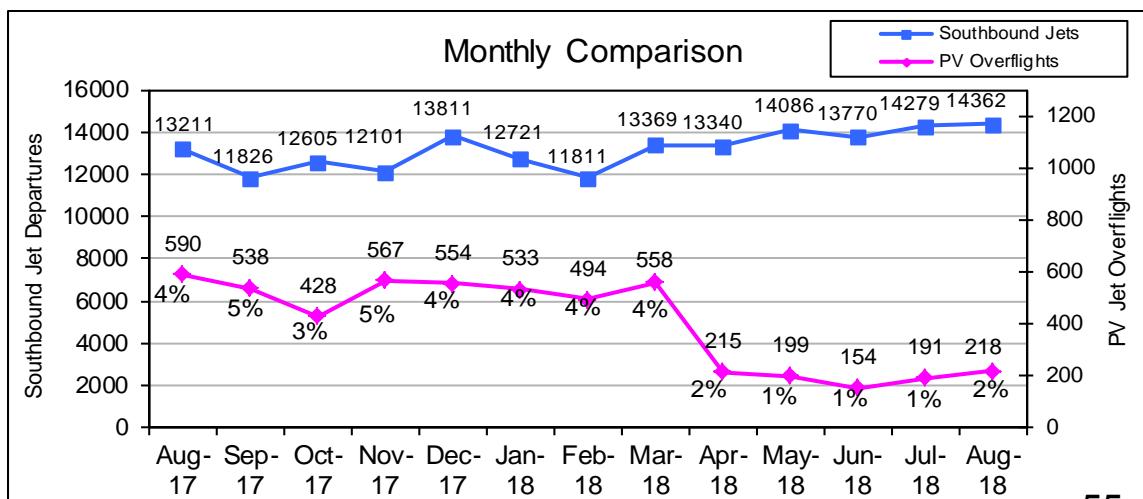
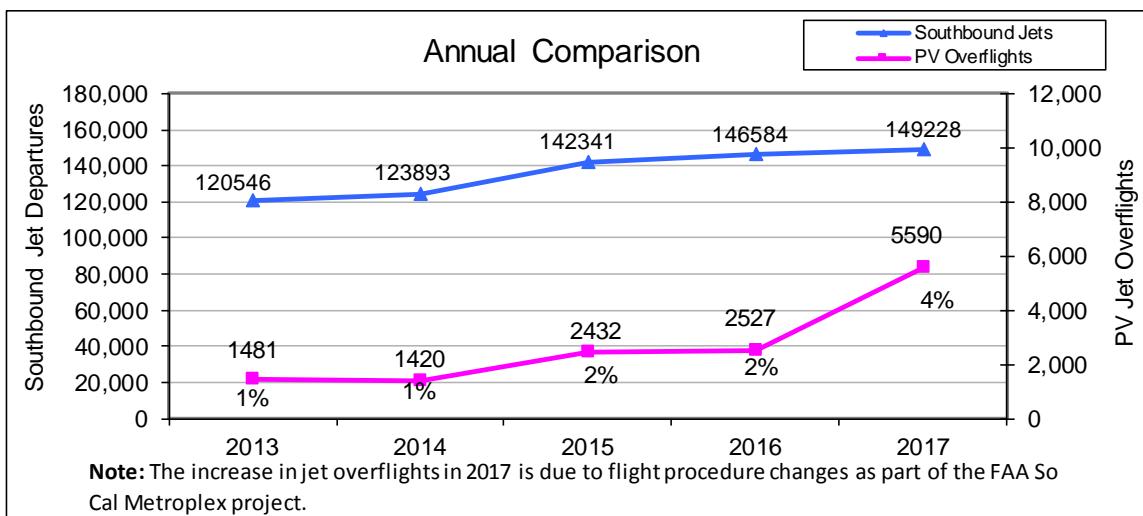
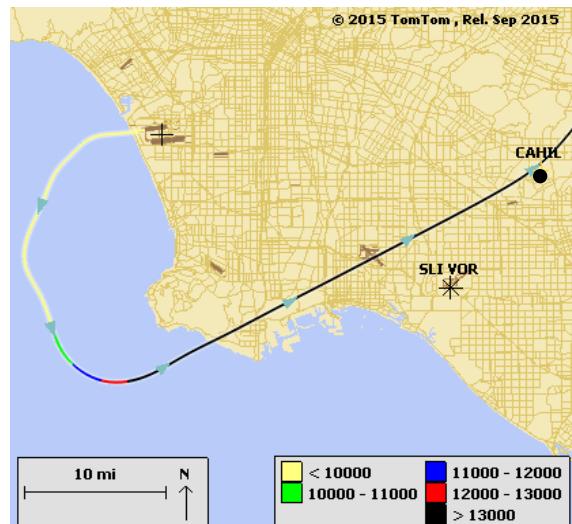
# Palos Verdes Peninsula – Jet Overflights



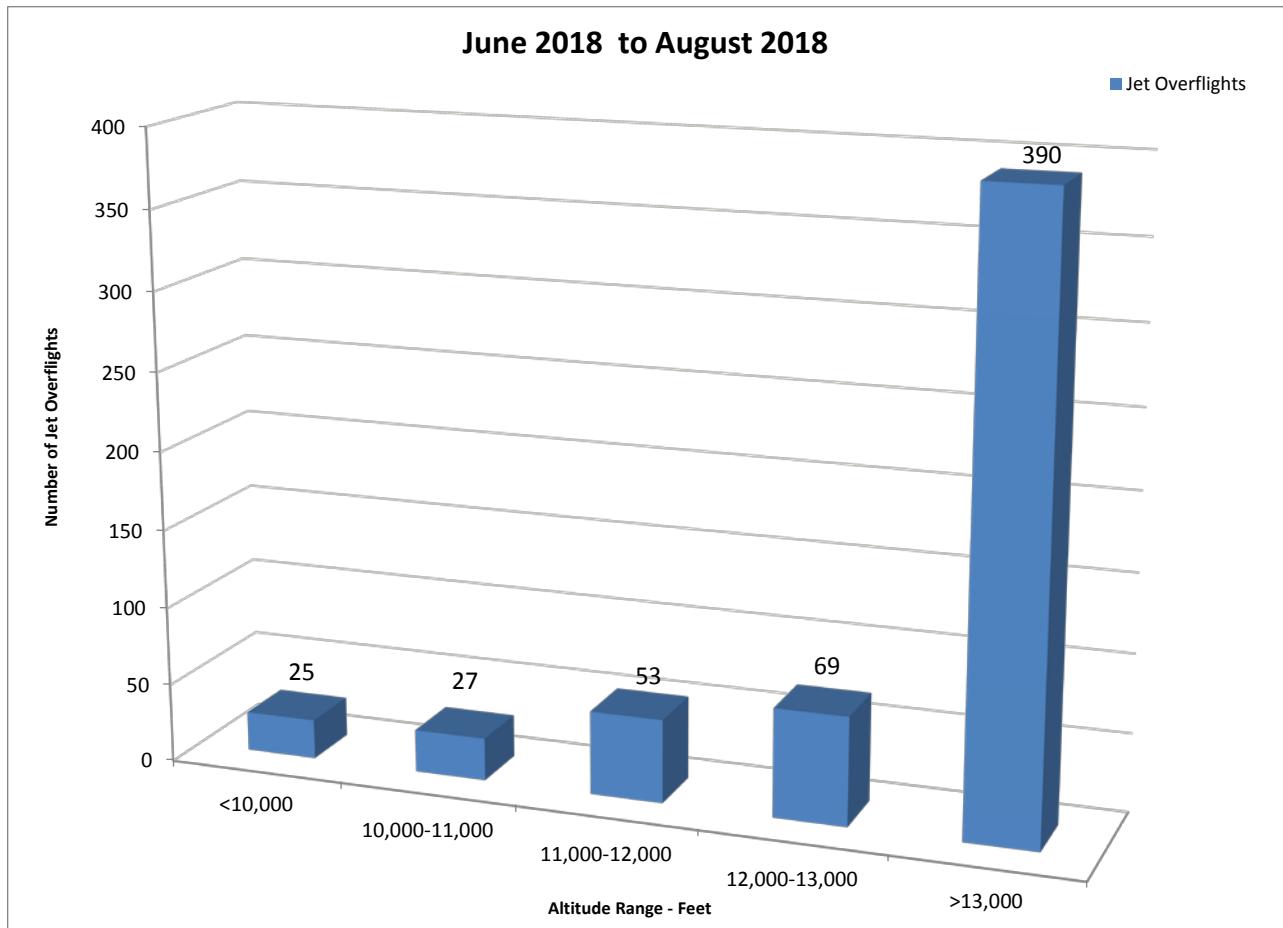
Los Angeles  
World Airports

The graphs below show the total number of jets turning south upon departure from LAX and the number of those departures that fly over the Palos Verdes Peninsula.

Sample Jet Departure Flight Track Over PV Peninsula



## Jet Altitudes over PV Peninsula



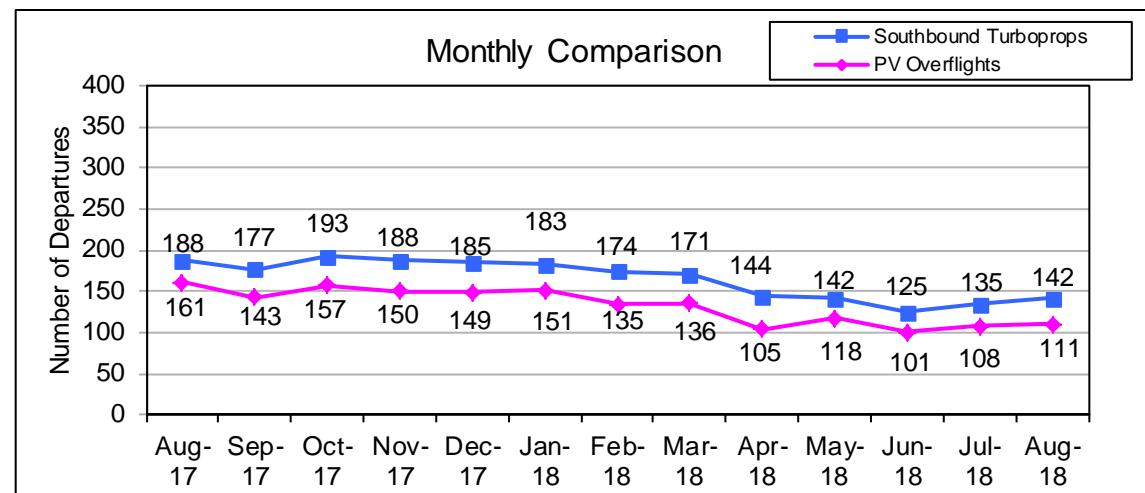
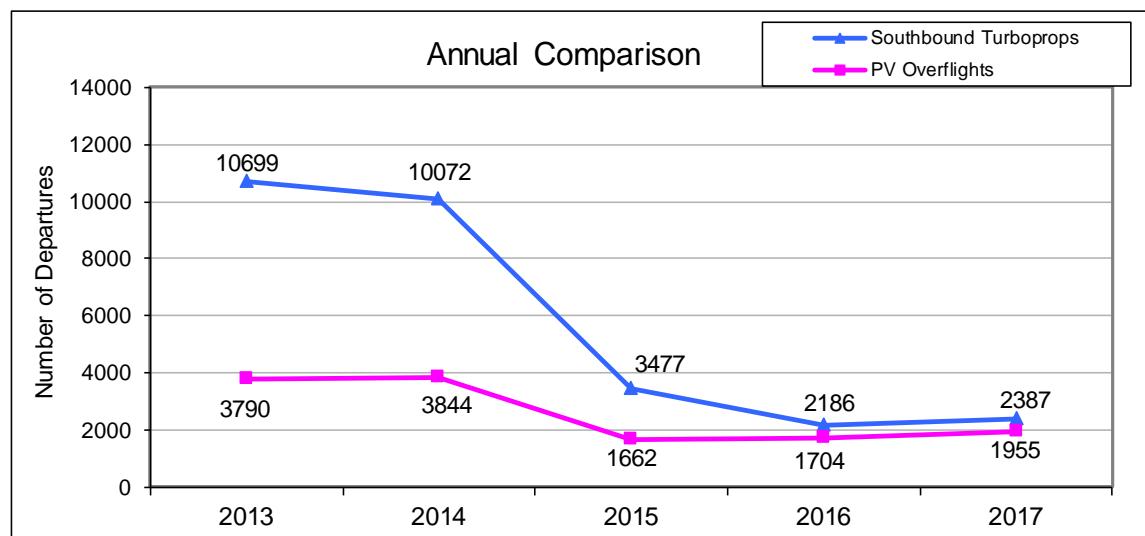


# Palos Verdes Peninsula – Turboprop Overflights

The graphs below show the number of southbound turboprop aircraft that depart from LAX and fly over the Palos Verdes Peninsula, following an established FAA departure route.

**Note:** Note: Prior to SkyWest's fleet mix change (turboprop to jet aircraft) in early 2015, the number of southbound turboprop departures were about 800 per month, with around 300 aircraft flying over the PV Peninsula.

Sample Turboprop Departure Flight Track





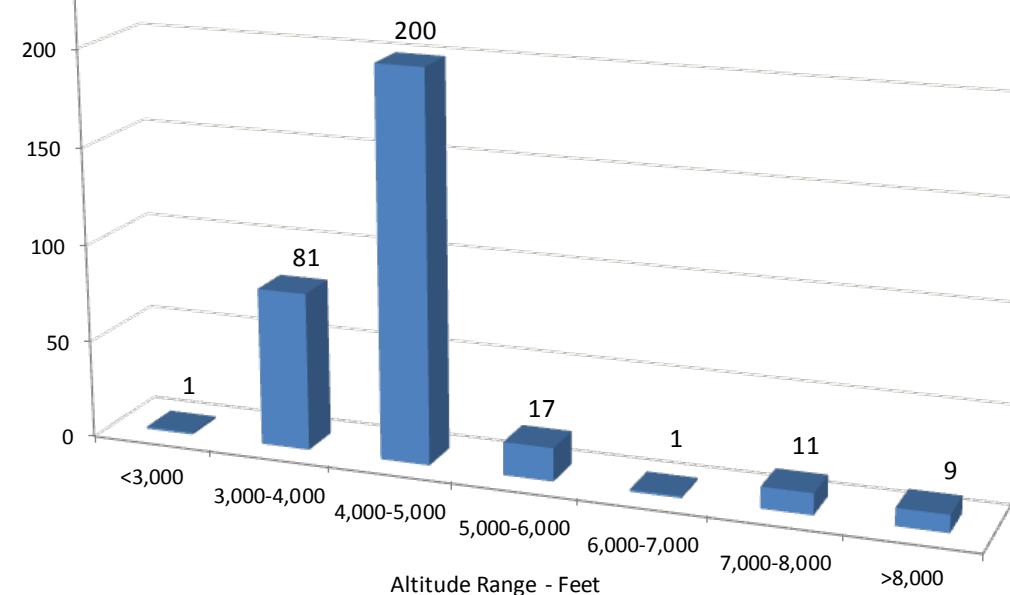
# Palos Verdes Peninsula – Turboprop Overflights

## Turboprop Altitudes over PV Peninsula

June 2018 to August 2018

■ Turboprop Overflights

Number of Turboprop Overflights



**Note:** Most aircraft flying under 5,000 feet are Mokulele's Cessna C208 aircraft. An FAA altitude restriction is in place for this aircraft type due to its different performance capabilities.



## DRAFT 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:**

### **PLEDGE OF ALLEGIANCE:**

### **ROLL CALL:**

### **APPROVAL OF AGENDA:**

### **COMMUNICATIONS:**

City Council Items:

Staff:

Commission:

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

**CONSENT CALENDAR:**

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

**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.

Recommendation: Adopt P.C. Resolution No. 2018-\_\_ 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 30' in height as measured to the top of the antenna canister with vaulted mechanical equipment for a wireless telecommunication facility.

**NEW BUSINESS:**

NONE

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

3. PRE-AGENDA FOR THE MEETING ON OCTOBER 9, 2018
4. PRE-AGENDA FOR THE MEETING ON OCTOBER 23, 2018

**ADJOURNMENT:**

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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 agendized item.

DRAFT