

**MINUTES OF
A REGULAR MEETING
OF THE
CITY COUNCIL OF THE
CITY OF ROLLING HILLS, CALIFORNIA
MONDAY, FEBRUARY 10, 2020**

1. CALL TO ORDER

A regular meeting of the City Council of the City of Rolling Hills was called to order by Mayor Mirsch at 07:01p.m. in the City Council Chamber at City Hall, 2 Portuguese Bend Road, Rolling Hills, California.

2. ROLL CALL

PLEDGE OF ALLEGIANCE

Councilmembers Present:	Mayor Mirsch, Pieper, Dieringer, and Wilson.
Councilmembers Absent:	Black.
Others Present:	Elaine Jeng, P.E., City Manager. Meredith Elguira, Planning and Community Services Director Yohana Coronel, City Clerk Michael Jenkins, City Attorney Chris Sarabia, Land Conservancy Conservation Director Alfred Visco, 15 Cinchring Road Mrs. Toshiko Nakamura, 24 Cinchring Road

3. OPEN AGENDA - PUBLIC COMMENT WELCOME

NONE.

4. CONSENT CALENDAR

Matters which may be acted upon by the City Council in a single motion. Any Councilmember may request removal of any item from the Consent Calendar causing it to be considered under Council Actions.

- A. MINUTES – REGULAR MEETING OF AUGUST 27, 2018 AND REGULAR MEETING OF APRIL 09, 2018.
RECOMMENDATION: APPROVE AS PRESENTED
- B. CONSIDER AND APPROVE RESOLUTION 1248: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROLLING HILLS AUTHORIZING THE DESTRUCTION OF CERTAIN CITY RECORDS AS PROVIDED BY SECTION 34090 OF THE GOVERNMENT CODE OF THE STATE OF CALIFORNIA.
RECOMMENDATION: APPROVE AS PRESENTED

- C. CONSIDER AND APPROVE RESOLUTION 1249 THAT SUPPORTS THE RECOMMENDATION BY THE PERSONNEL COMMITTEE TO ADJUST THE MAXIMUM CITY CONTRIBUTION TO EMPLOYEE HEALTH INSURANCE PREMIUMS FOR CALENDAR YEAR 2020 THROUGH 2024.
RECOMMENDATION: APPROVE AS PRESENTED
- D. PAYMENT OF BILLS.
RECOMMENDATION: APPROVE AS PRESENTED

Councilmember Dieringer moved that the City Council approve the consent items as presented with amendments to the minutes. Mayor Pro Tem Pieper seconded the motion. The motion passed by voice vote as follows:

AYES: COUNCILMEMBERS: Mayor Mirsch, Pieper, Dieringer, and Wilson
NOES: COUNCILMEMBERS: None.
ABSENT: COUNCILMEMBERS: Black.
ABSTAIN: COUNCILMEMBERS: None.

5. COMMISSION ITEMS

NONE.

Mayor Mirsch requested that Old Business Item 7B be heard first due to a guest present in the audience.

(Out of Order)

7. OLD BUSINESS

- B. **RECEIVE AND FILE A PRESENTATION FROM THE PALOS VERDES PENINSULA LAND CONSERVANCY ON THE ACACIA AND MUSTARD PLANTS REMOVAL WORK IN THE PRESERVE.**

Land Conservancy staff Chris Sarabia introduced himself and gave an update on the removal of the Acacia and Mustard plants in the preserve via PowerPoint presentation. He reported to the Council that the project was to remove two acres of Acacia and mow over sixteen acres of Mustard plants. This was to be followed up with annual mowing for three years, beginning in 2020 and site maintenance to minimize Mustard Plant regrowth. He informed the Council that some areas were hard to reach and therefore the Conservancy had to deploy hand-crews to mow. He further stated that the Conservancy crew was trained to recognize native plants and worked carefully around them. The crew also noticed Milkweed growing back which is essential to the Monarch Butterfly's survival. Mr. Sarabia pointed out that careful measures were taken in order to prevent habitat impacts.

Mayor Mirsch asked if the Conservancy used any chemicals to prevent regrowth of certain plants and trees.

Mr. Sarabia replied that very minimal chemicals were used. Rather than treating certain areas with chemicals, the Conservancy closely monitors for regrowth. Using Chemicals is not the Conservancy's first choice.

Mayor Pro Tem Pieper requested that the Conservancy submit a timeline of when the residents should mow the Acacia. He suggested that staff provide the information in the City's Blue Newsletter.

Mayor Mirsch asked for public comment.

Alfred Visco, resident of 15 Cinchring Road stated that from the view of his home some Mustard plants had not been completely removed.

Mr. Sarabia replied that the areas noted by Mr. Visco should have been mowed. He asked Mr. Visco if it was possible that the Rim Trail was in front of the Mustard line.

Mr. Visco answered that the Rim Trail winds in and out of the Mustard plants and felt that the Conservancy should have cleared the Mustard plants. He noted that the Conservancy's crew did not follow the polygon lines.

Mayor Pro Tem Pieper asked if the Conservancy could come up with a "next-phase" plan for fire reduction for Rolling Hills.

Mayor Mirsch suggested that the Conservancy remove plants for fire mitigation rather than removing them based on type.

Councilmember Wilson inquired about the difficulties of entering the site to perform the work.

Mr. Sarabia replied that the crew had entered from properties on Cinchring Road.

Councilmember Dieringer asked for clarification on the polygons referenced in Mr. Sarabia's presentation.

Mr. Sarabia showed areas where the Conservancy had mowed and removed plants and the hard to reach areas via shapes on presentation slides or polygons.

Mayor Mirsch noted that Lemonade Berry is not an endangered plant and inquired regarding the Conservancy's treatment of the plant.

Mr. Sarabia stated the Lemonade Berry would only be removed if the County Ag Commissioner viewed it as a fire hazard. If so, it would be documented, and a fee would be associated with the removal. Trimming of the Lemonade Berry is only conducted when necessary.

Mr. Visco inquired if the Conservancy was willing to map existing vegetation for the City or possibly map selected canyons. He requested the City Council consider the service.

Councilmember Black arrived at 7:34 p.m.

Mrs. Toshiko Nakamura, resident of 24 Cinchring, expressed disappointment with the community with respect to fire preparation. She requested the Council to consider a fence along the City border and grow ivy on the fence to stop the fire coming into the City. From experience she noted that residents on Cinchring are the biggest victims when it comes to wildfires.

Mayor Mirsch thanked Mrs. Nakamura for her comments.

Mr. Sarabia stated that his hope was that the efforts being made by the Land Conservancy would help with fire mitigation. He also added that RPV had doubled their enforcement by having Rangers and Volunteers actively patrol the area.

Councilmember Black added that he has never witnessed anyone patrolling the area.

Mayor Pro Tem Pieper informed Councilmember Black that the Conservancy was asked to work on a "second-phase" vegetation management plan.

Councilmember Wilson asked if the Preserve was patrolled by vehicle or on foot.

Mr. Sarabia replied both, by vehicle and on foot. Enforcement officers are in uniform and conduct random checks throughout the week. Mr. Sarabia recommended reporting issues in the Preserve to the Rangers and/or volunteers.

Mrs. Nakamura commented that she observed over 20 motorcycles in the area during the nighttime.

Mayor Mirsch thanked Mrs. Nakamura for her comments and asked that Mrs. Nakamura's comments be logged and communicated to RPV.

City Manager Jeng requested the City Council to take Item 8A-New Business out of order so as to be able to dismiss the Finance Director before the end of the Council meeting. The Mayor and City Council concurred.

(Out of Order)

8. NEW BUSINESS

A. REVIEW OF FISCAL YEAR 2018/2019 AUDITED FINANCIAL STATEMENTS.

Finance Director Terry Shea gave an overview of the Fiscal Year 2018-2019 Audited Financial Statements. Lance, Soll & Lunghard LLP (LSL) audited the City's financial records including a review of internal controls and testing procedures. Audit results were presented to the Finance/Budget/Audit Committee in December 2019. There were no issues or findings reported by the auditors

Councilmember Dieringer noted that on page 129 of the staff report that the firm was not engaged to report on several items listed. She then questioned if the Council should seek the auditors to report on those items.

Finance Director Shea replied that it was his opinion that LSL was not correct with that statement because LSL clearly stated in the letter labeled Independent Auditor's Report, page 136, providing an opinion on the governmental activities (debt and capital assets), major funds (general fund, transit fund and the underground utility fund) and all the other funds. He clarified LSL does not provide an opinion on RSI and management discussions. He assured the Council that he would follow up with LSL to clarify the language.

Councilmember Dieringer recalled the Finance Director offering an option of internal control. She recalled the option was going to be explored but did not recall if it was ever brought back to the Council.

Finance Director Shea assured the Council that the City does have effective internal control for staff. For example, the Council signs all the checks; the City Manager and/or Department Heads approve all the invoices. The Finance Department does not approve any invoices. He offered to go back to last year's City Council meeting minutes and confirm the discussion on internal control options.

Councilmember Dieringer stated best practices called for a rotation of auditors in order to have a fresh set of eyes.

Finance Director Shea shared that three years ago the City only received cost proposals from 5 firms. Three out of the 5 firms were interviewed and Councilmember Black, who sat the Finance/Budget/Audit Committee, made the decision to hire LSL. He recalled the other committee member (Mirsch) was unavailable when the decision was made. He noted that there are three years left on LSL's current contract and that LSL switched partners about two years ago. Per State law auditors must rotate partners every 6 years.

Mayor Mirsch shared that she had finance background and still had trouble with government accounting. She stated that she felt it was important for the Council to understand the audit reports since they are responsible for signing off on the documents. She inquired about training to better prepare the Council for financial decisions.

Finance Director Shea offered to conduct a workshop for the Council.

Mayor Mirsch and Councilmember Dieringer stated they would both be interested in attending the workshop.

Finance Director Shea continued to review the audit reports and highlighted pages 148-149, the City's accruals. He reported that there were no issues reported by the Internal Control Letter. He moved on to the financial statements, page 150. The page listed the City's total assets of \$5,945,000 from the General Fund. Finance Director Shea reported the total liability to be \$150,000, for a total Fund Balance of approximately \$5.7 million. He reminded the Council that

the City has three major funds. Funds are determined by size and must be 10% of the assets, 10% of the liabilities, 10% of the revenues or 10% of the expenditures and 5% of the City's franchise fund. The City's trash fund meets these criteria.

Councilmember Wilson asked if the Transit fund could be further explained. He asked is this the money the City gives away, trades, and/or sells at a discount.

Finance Director Shea replied yes and explained that the Transit Fund has to do with Prop A and Prop C funds. The City gifts the Prop C money and sells the Prop A money.

Finance Director Shea turned the Council's attention to page 152 and explained that the General Fund took in \$2,352,000 and spent \$1,858,000 resulting in an excess of revenues of \$493,000. He continued to review the rest of the reconciliation statements of revenues, expenditures, and changes in fund balances of governmental funds for the year ending June 30, 2019. He reviewed the business type activity highlighted on page 154. He explained that the City receives money through the property tax rolls twice a year. The City then pays Republic Services. He stated that as of June 30, 2019 the City owed Republic Services \$397,000. It was his understanding that amount was paid in early September 2019.

City Manager Jeng explained that RH residents are charged \$1,100 for trash services and that the City pays Republic Services approximately \$1,295 per property for the current year.

Councilmember Wilson asked what the difference was between the two fees. He further inquired if the City went by the number of parcels, because it is his understanding that there are about 685.

Finance Director Shea replied the difference between the two fees was about \$200.00.

City Manager Jeng replied that historically the City used 685 number parcels but currently there are more parcels than 685.

Councilmember Wilson stated that when he ran the math and multiplied \$200.00 by 685, he came to a total of \$13700.00. He was curious why that amount was not noted in the report and reported as a loss or reimbursement.

Finance Director Shea replied that it was his understanding that there was a difference between the numbers of parcels the City has and the number of parcels charged.

City Manager Jeng clarified that there was a difference between accounts placed on the tax roll and the Republic Service's invoices to the City.

Councilmember Wilson stated he understood but again stressed that he felt there should be representation of how much cost the City is absorbing regarding the resident's trash service subsidy fee.

Finance Director Shea replied he understood how the report could be slightly deceiving.

City Manager Jeng offered to work with Finance Director Shea to prepare a report that breaks down the information from year to year. She stated she would also share the break down report with the Solid Waste Committee.

Finance Director Shea continued to report on the pension's liabilities on page 187. He reported that the pension liability went down from \$627,859.00 to \$622,408.00. He pointed out how the liabilities numbers have changed throughout the years between 2015 through 2019. He stated that money was set-aside in the Pension Stabilization Trust for the increase in cost. He added the City currently had a total of approximately \$400,000 in the account. He will be recommending more deposits into the Pension Stabilization Fund. He continued to page 189 and reviewed the OPEB assets. He stated that the OPEB net liability is an asset of \$209,000.00. The last quarterly statement showed the City had over \$600,000.00 in the account.

Councilmember Dieringer asked the Finance Director if he had a recommendation for the Council as to the disparity between the Pension Stabilization Fund and the Liability Fund.

Finance Director Shea replied that it was his understanding that the consensus from the Budget/Finance/Audit Committee was to recommend to the Council that they should set aside \$150,000 for the upcoming budget. What was originally set aside was not enough and mentioned that the liabilities increased by 152%.

Mayor Pro Tem Pieper stated that it was his understanding that the City pays Republic Services in two parts. He asked if there was a way to pay Republic Services upfront and request a discount to future service rates.

Finance Director Shea stated that some of his other clients pay vendors once the money is collected. Rolling Hills however gets billed by Republic Services in July for the first six months and then again in January for the second six months. He suggested exploring the possibility of changing the timing of the payout.

Mayor Pro Tem Pieper moved that the City Council receive and file the item as presented. Councilmember Wilson seconded the motion and the motion passed by voice vote as follows:

AYES: COUNCILMEMBERS: Mayor Mirsch, Pieper, Black, Dieringer, and Wilson

NOES: COUNCILMEMBERS: None.

ABSENT: COUNCILMEMBERS: None.

ABSTAIN: COUNCILMEMBERS: None.

6. PUBLIC HEARINGS

- A. CONSIDER AND APPROVE ADOPTION OF AN URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ROLLING HILLS AMENDING CHAPTER 17.28 OF THE CITY OF ROLLING HILLS MUNICIPAL CODE RELATING TO ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS AND DETERMINE THE ORDINANCE TO BE EXEMPT FROM CEQA AND INTRODUCE AND**

APPROVE A NON-URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ROLLING HILLS AMENDING CHAPTER 17.28 OF THE CITY OF ROLLING HILLS MUNICIPAL CODE RELATING TO ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS AND DETERMINE THE ORDINANCE TO BE EXEMPT FROM CEQA.

Planning and Community Services Director Meredith Elguira gave an overview of the Urgency and Non-Urgency Ordinance via PowerPoint presentation. She stated that the item had gone before the Planning Commission on January 21, 2020. In 2019, the California Legislature and the California Governor signed into law several bills (“New ADU Laws”) that amended Government Code sections 65852.2 and 65852.22 to impose new limits on local authority to regulate ADUs and JADUs. She reported that the New ADU Laws took effect on January 1, 2020, and if the City’s ADU Ordinance does not comply with the New ADU Laws, the City’s Ordinance will become null and void on that date as a matter of law. Failure to comply with Government Code sections 65852.2 and 65852.22 (as amended) as of January 1, 2020 renders the City’s Ordinance regulating ADUs and JADUs null and void, thereby limiting the City to the application of the few default standards provided in Government Code sections 65852.2 and 65852.22 for the approval of ADUs and JADUs.

She stated that new ADU laws were presented to the Planning Commission which comply with the State’s requirements and are also exempt from CEQA. She stated that the City had to make findings for the proposed revisions to assure that the new regulations would not cause significant impact to the community. For example, that there would be no damage to the scenic resources and that the site is not located in the vicinity of a hazardous waste site, which the City is not. Another finding, that there is no significant impact to historical resources (not currently present in the City). She reviewed the difference between ADU and JADU. A JADU is not larger than 500 square feet. It is contained entirely within an existing or proposed new single-family residence. It includes a separate sanitation facility, or it can be shared within the existing single-family residence. It also includes an efficiency kitchen, which would consist of appliances, at least 15 square feet of counter space and 30 square feet of cabinet space. An ADU is either an attached or detached residential dwelling unit. It is completely independent and can either have an efficiency unit or a manufactured unit. She proceeded to highlight the changes to the code. She stated that there are two requirements, one is a building permit and the other would require an ADU permit. A building permit is needed when an existing detached or attached unit has been converted. Any discretionary approval can be waived if the unit is at least 4 feet away from the side yard or rear yard setback. The unit must be smaller than 800 square feet and lower than 16 feet in height. She informed the Council that an ADU could be located within any part of the parcel, including the front property line. This would be an over the counter approval which would require a building permit and that the City must act within 60 days of a complete application. She added that there were certain stipulations that must be met. For example, the unit cannot be rented for less than 60 days. It cannot be sold separately from the single-family residence. There are also occupancy requirements, which she pointed out per the list on the PowerPoint presentation.

Councilmember Black left the meeting at 8:37 p.m.

PCSD Elguira pointed out that there were also deed restrictions. She proceeded to go over the development standards and informed the Council that she had received advice from the City Attorney's Office. Together they tried to develop the most stringent requirements that could be submitted to HCD for approval. The most stringent requirements that were advised to her were to make a one bedroom and/or studio a maximum of 800 square feet. For two bedrooms or more the maximum is 1000 square feet. If either unit are outside the requirements set forth (maximum 800 square feet, no taller than 16 feet), they will have to comply with the front property line set-back of 30 feet, side and rear property line of 4 feet, and maximum lot coverage of 50%. She proceeded to outline further details via the PowerPoint Presentation.

PCSD Elguira informed the Council that she confirmed with the Finance Director that the City does not have impact fees, which are usually used to defray some infrastructure cost for a new development. Finance Director Shea informed her that the City does not have enough development and usually in a built-out City you do not get impact fees from single family residential development, but rather from a large development like multi-family residential development. She explained that impact fees help pay for schools, sewer and/or roads. For any non-conforming ADU the City would require the owner go through a discretionary approval which would require a conditional use permit. She stated that she felt the most important thing to point out about the ADU/JADU Ordinance was the building permit requirements for applications regarding converted spaces. If it is an existing accessory structure, the applicant would need a building permit. This unit must meet the following requirements: independent exterior access and fire and safety access. A detached new unit must be 4 feet away from the side and rear set-back; must be 800 square feet or less and maximum 16 feet in height; and a building permit is required. There are separate requirements for multi-family lot zones, but since there are none in the City this was not reviewed; however, it was added to the ordinance because it was a State requirement. The goal was to put forth regulations in order to receive the States' approval and have the City's own regulations in place. She informed the Council that the Housing Ad Hoc Committee and the Planning Commission were informed that this item would be brought back once more information was available or if staff had additional recommendations.

PCSD Elguira added that there were discussions on adding more regulations outside of the ADU umbrella, possibly to the City's Building Code or Fire Code requirements.

Councilmember Dieringer asked about the definition of the JADU in the ordinance. A JADU was described as contained entirely within an existing or proposed single family residences however in the proposed ordinance the word "residence" was listed as "structure". She stated that the word "structure" could be interpreted as any building on a single-family lot, even an uninhabited building.

PCSD Meredith Elguira replied that she believed the definition was understood that it must be a secondary structure to the residential unit since all the City's zoning is a residential zone. She explained there must be a primary residence prior to having an accessory dwelling unit.

City Attorney Michael Jenkins commented that he believed single family structure and single-family residence means the same thing.

Mayor Pro Tem Piper suggested approving the item as is.

City Attorney Jenkins stated that he did not see any ambiguity with the word or any issues changing the word structure to dwelling. He added that once the ordinance is adopted, staff may come back with some minor changes but that would be a separate process. He stated there should be no changes between the first reading and the second reading.

Councilmember Dieringer requested the change of the word “structure” to “residence” be made to clarify that this “structure” is a dwelling unit. She also wanted to address the process and timing highlighted on page 4, regarding ADU permits. It was her understanding that the City must act on an application within 60 days of receipt and that there were only two exceptions to the rule. She inquired if the City was obligated to approve an application if the applicant fails to reply to the City’s inquiry about a concern. She asked if there was a possibility of a hybrid situation where the City would not deny the application but request a modification before approval.

City Attorney Jenkins replied that the City was not obligated to approve an incomplete application or if insufficient information was provided. The applicant would have to come back and reapply. In a hybrid situation, the City could approve the application if the corrections are made and submitted. If changes needed to be made, the applicant would be asked to agree to a delay; if the applicant does not agree, the application would be denied.

Councilmember Dieringer wanted to confirm that the City would not permit anything over two bedrooms for any ADUs.

PCSD Elguira replied that State code allows up to 1200 square feet and can be more than 1 bedroom. The City’s ordinance proposes a maximum of 1000 square feet to deter applicants from exceeding 1 bedroom. However, she reminded the Council that the Planning Department does not conduct post-construction inspections.

City Attorney Jenkins confirmed that the City would not allow more than two bedrooms.

Councilmember Dieringer asked for the definition of a right-of-way line and clerestory. She also asked if the City could collect impact fees since it was in the language of the proposed ordinance.

PCSD Elguira replied that the right-of-way line was referring to an easement. Clerestory refers to a bank of windows.

City Attorney Jenkins replied that there was a difference between filing fee and impact fee. He explained that imposing an impact fee requires a study. That study must demonstrate that the ADU is creating an impact on the community and that the community must be compensated. The fee would then be used to mitigate that impact. The City currently does not have impact fees for Single family residences. Furthermore, the City would have a hard time placing an impact fee on ADUs.

Mayor Pro Tem Piper predicted that the septic issue would slow the process down. He shared that his neighbors, the Shumaker’s were quoted \$120,000 to install a new septic tank.

Councilmember Dieringer stated she did not understand the issue regarding utility fees and how that is detailed in the proposed ordinance.

PCSD Elguira explained that if a unit exists and it is being converted, it is assumed that there are utilities in place. For new detached ADU's the applicant would have to pay for a connection fee. The typical building permit would be required to connect. If this connection would require an upgrade to an electrical panel, then the City could require undergrounding per the City's code.

Councilmember Wilson asked if a resident has an attached garage and they wanted to convert to a JADU, was the resident obligated to have an efficiency kitchen in place. He then asked what would happen if the efficiency kitchen was removed in later years? How would that unit be viewed?

PCSD Elguira replied yes, the resident would be obligated to have an efficiency kitchen in place. She then added that policing ADUs and JADUs would be difficult. She explained that the unit would be considered illegal because the owner would have signed a deed declaring the unit as an accessory dwelling unit with efficiency kitchen and that the unit is self-sufficient. Once those elements are removed and the unit no longer is self-sufficient, the unit would no longer be considered a JADU.

Councilmember Wilson suggested that when advertising information about ADUs and JADUs in the Blue Newsletter to spell out the acronyms (ADUs and JADUs) for those residents that are not familiar with the language.

Mayor Pro Tem Pieper requested a list of requirements be given to all applicants of ADU and JADUs in order to try and curb the growth of potential units.

Mayor Mirsch requested to discuss solid fencing and vegetation as screens.

PCSD Elguira replied that she is working with the RHCA, and Assistant City Attorney Todd Leishman to address those issues in addition to issues regarding opaque glass.

Councilmember Dieringer asked if the City's code allowed for multi-family dwellings. Her concern was that multiple ADUs could be erected on one parcel.

City Attorney Jenkins answered no.

Mayor Mirsch opened the item to public comment.

Alfred Visco, 15 Cinchring Road, asked about the eligible structures to which ADUs could be attached. He also asked if he converted his 1000 square foot garage to an ADU, would he be obligated to provide additional parking spaces.

PCSD Elguira replied that an attached ADU can be attached to an existing barn, single car garage or a single-family house. He would not be required to provide additional garage or parking spaces.

Mayor Pro Tem Pieper moved that the City Council approve waiving a full reading and adopt the

Urgency Ordinance Number 364U. Councilmember Wilson seconded the motion and the motion passed by voice vote as follows:

AYES: COUNCILMEMBERS: Mayor Mirsch, Pieper, Dieringer, and Wilson
NOES: COUNCILMEMBERS: None.
ABSENT: COUNCILMEMBERS: Black.
ABSTAIN: COUNCILMEMBERS: None.

Mayor Pro Tem Pieper moved that the City Council introduce and approve on first reading the Non-Urgency Ordinance Number 364. Councilmember Wilson seconded the motion and the motion passed by voice vote as follows:

AYES: COUNCILMEMBERS: Mayor Mirsch, Pieper, Dieringer, and Wilson
NOES: COUNCILMEMBERS: None.
ABSENT: COUNCILMEMBERS: Black.
ABSTAIN: COUNCILMEMBERS: None.

7. OLD BUSINESS

A. ANNOUNCE COX “POP-UP” OPEN HOUSE AT HESSE PARK. TWO SESSIONS BETWEEN 3PM AND 8PM TO ACCOMMODATE RESIDENT’S SCHEDULES. DATE TO BE DETERMINED (ORAL).

PCSD Elguira stated that other Peninsula Cities have service issues with COX. The City of Rolling Hills Estates advised that COX would hold an open house tentatively scheduled for March 4th, 2020. Two sessions of the open house will be held; one at 3pm and the other at 8pm. PCSD Elguira stated that she planned to come back to the Council with a confirmed date at the next City Council meeting.

City Manager Jeng offered to announce the event in the City’s Blue Newsletter.

Mayor Pro Tem Pieper moved that the City Council receive and file the item as presented. Councilmember Dieringer seconded the motion and the motion passed by voice vote as follows:

AYES: COUNCILMEMBERS: Mayor Mirsch, Pieper, Dieringer, and Wilson
NOES: COUNCILMEMBERS: None.
ABSENT: COUNCILMEMBERS: Black.
ABSTAIN: COUNCILMEMBERS: None.

C. DISCUSS FISCAL YEAR 2021-2022 AND 2022-2023 POTENTIAL BUDGET ITEMS TO SUPPORT THE CITY COUNCIL PRIORITIES DEVELOPED AS A PART OF THE STRATEGIC PLANNING WORKSHOP.

Mayor Pro Tem Pieper moved that the City Council move Item 7C to the next City Council Meeting of February 27, 2020. Councilmember Wilson seconded the motion and the motion passed by voice vote as follows:

AYES: COUNCILMEMBERS: Mayor Mirsch, Pieper, Dieringer, and Wilson
NOES: COUNCILMEMBERS: None.
ABSENT: COUNCILMEMBERS: Black.
ABSTAIN: COUNCILMEMBERS: None.

9. **MATTERS FROM THE CITY COUNCIL AND MEETING ATTENDANCE REPORTS**

NONE.

10. **MATTERS FROM STAFF**

Councilmember Dieringer inquired about having someone review the internal control of the City.

Mayor Pro Tem Pieper recalled Finance Director Shea provided this service for other cities. He suggested asking Finance Director Shea for a quote to add the service to his scope of work.

Mayor Mirsch mentioned that the Council packets have been produced and posted on the City's website by Thursdays. She asked Councilmember Dieringer if she has found the postings of the agenda by Thursdays helpful.

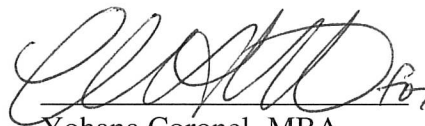
Councilmember Dieringer stated that she appreciated being able to download the agenda but is frustrated that the attachments cannot be found on the same page as the agenda. She would prefer to download one document with everything included.

Mayor Mirsch remarked that all Councilmembers could benefit from one downloaded document.

11. **ADJOURNMENT**

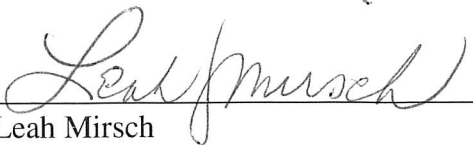
Hearing no further business before the City Council, Mayor Mirsch adjourned the meeting at 9:06p.m. The next regular meeting of the City Council is scheduled to be held on Monday, February 24, 2020 beginning at 7:00 p.m. in the City Council Chamber at City Hall, 2 Portuguese Bend Road, Rolling Hills, California.

Respectfully submitted,



Yohana Coronel, MBA
City Clerk

Approved,


Leah Mirsch
Mayor