

**MINUTES OF
A REGULAR MEETING
OF THE
CITY COUNCIL OF THE
CITY OF ROLLING HILLS, CALIFORNIA
MONDAY, FEBRUARY 24, 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 7:03p.m. in the City Council Chamber at City Hall, 2 Portuguese Bend Road, Rolling Hills, California.

2. ROLL CALL

Councilmembers Present: Mayor Mirsch, Pieper, Dieringer, 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
Alfred Visco, 15 Cinchring

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 JANUARY 13, 2020.
RECOMMENDATION: APPROVE AS PRESENTED
- B. PAYMENT OF BILLS.
RECOMMENDATION: APPROVE AS PRESENTED

Councilmember Wilson moved that the City Council approve the consent items as presented with minutes as amended. Mayor Pro Tem Pieper seconded the motion. The motion passed unanimously by voice vote.

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

5. **COMMISSION ITEMS**

NONE.

6. **PUBLIC HEARINGS**

- A. **WAIVE FULL READING AND APPROVE ADOPTION OF 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.**

PCS Director Elguira presented the item for a second reading and requested City Council approval.

Councilmember Dieringer asked City Attorney Jenkins if the issues cited in a letter received from the Californians for Homeownership could be reviewed later so the Council could proceed with the approval of the ordinance.

City Attorney Jenkins answered in the affirmative. He advised the City would be complying notwithstanding the correspondence and the Council could look at the issues presented in the letter at a later time.

Mayor Pro Tem Pieper suggested contacting the City of Los Angeles about their Accessory Dwelling Units (ADUs) rules. He is curious about their handling of the situation.

PCS Director Elguira assured the Council she would check with the City of Los Angeles and report back.

Mayor Pro Tem Pieper moved that the City Council approve the items as presented. Councilmember Wilson seconded the motion. The motion passed by voice vote.

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

- B. **WAIVE FULL READING AND ADOPT 2019 CALIFORNIA STANDARD BUILDING CODE AS ADOPTED AND AMENDED BY LOS ANGELES COUNTY AND FINDING THE ACTION EXEMPT FROM CEQA.**

PCS Director Elguira advised that the proposed ordinance was introduced for first reading at the January 27, 2020 City Council Meeting and was approved for a second reading. She recommended the Council waive the second reading and adopt the ordinance.

Councilmember Dieringer moved that the City Council approve the items as presented. Mayor Pro Tem Pieper seconded the motion. The motion passed by voice vote.

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

7. OLD BUSINESS

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

City Manager Jeng reviewed the item from the City Council workshop held on Saturday, January 25th, 2020. She summarized the Council's common priorities as Wildfire Mitigation/Emergency Preparedness, Utility Undergrounding, Drainage, and Sewer. She wants to advance these priorities as budgetary items for fiscal year 2021.

Councilmember Dieringer asked if the City was exploring the legal liability with regards to drainage, City maintained improvements, and policy changes on individual properties. She recalled concerns voiced by the City Attorney about possible legal liability and expectant costs if the Council moved forward with the idea of the City maintaining improvements to sewers or drainage on private property.

City Manager Jeng responded that there were two parts to the drainage topic. The first would be a policy change on individual properties. This could be discussed with Commissioners to place requirements on new development projects for onsite water retention. The second part would be for the City to identify capital improvement projects. She clarified the City would not own facilities, but it helps to identify and find solutions for common run-offs.

Councilmember Dieringer recalled Councilmember Black's comment from the previous meeting about installing catch basins throughout the City.

Mayor Pro Tem Pieper stated this item must start with the Planning Commission in order to change the planning rules. He prefers to use the Measure W money for City Hall projects and eventually work up towards the canyons. He requested that staff provide the Council with the overall cost for the sewer project and outline the steps so the Council could make an informed decision.

Councilmember Wilson asked if past budget items would be rolled into next year's budget. He queried how much money was available after the current projects were completed and what would be a realistic allocation for future items.

City Manager Jeng confirmed that past budget items were rolled into the current year's budget. She advised that 80% of the projects should be completed in the current year. She understood the

concern because for the last three years there has been a surplus of 50k. This was a result of incomplete capital improvement projects from past years. She explained that this year's revenue and expenses might equalize because the Council has been actively working on projects. City Manager Jeng understands the Council does not want to overspend and if the Council completes all four priorities next year, it is likely there would be more expenses than revenue. She suggested that the Council could direct staff to keep the projects at the expected revenue minus expenses.

Councilmember Wilson asked if the Council moved forward with the sewer design, how long would the design plan work for and does it have an expiration date. He asked if the Los Angeles County Sanitation District has an expiration date on design plans.

City Manager Jeng answered that the designs have expiration dates, however, the shelf life of a design plan is between three to five years depending on code changes. She added that the commitment letter from the Los Angeles County Sanitation District was also good for three to five years. If the Council were to take longer than three to five years, the City would have to redesign and check if there were any changes to the sanitation district codes.

Councilmember Dieringer asked if the amendments would cost as much as the initial design plan.

City Manager Jeng advised there was a cost associated with checking for updates, but the fees are small if the updates were minimal. She explained that the cost is relative to the amount of work that needs to be done to update the drawings.

Mayor Pro Tem Pieper suggested establishing if the Council wants to spend a million dollars on the project and if so, then move forward with the design. If the Council decides to not move forward with the sewer project, then the Council could deal with the tennis courts. He would prefer to decide on what projects the Council was willing to spend money on and move forward from there.

Councilmember Wilson asked City Manager Jeng what her expectations were from the discussion.

City Manager Jeng replied that she was seeking a path for the proposed items in order to put a plan together, however, she understands that the Council prefers to see current numbers before committing.

Councilmember Dieringer requested a menu of items with approximate costs to see how they interrelate.

Mayor Mirsch opened the item for public comments.

Alfred Visco, 15 Cinchring Road, referred to his letter submitted to the Council on February 17th, 2020. The letter suggested ways that the Council could leverage allocated money. He informed the Council that he had a representative from the California Fire Safety Council that was willing to give a presentation to the Council and/or the RHCA during an open meeting. He felt this could be a great source of information and urged the Council to take advantage of the representative's expertise.

Mayor Mirsch thanked Mr. Visco for his comments.

B. UPDATE ON COX OPEN HOUSE AT HESSE PARK. FEBRUARY 27, 2020, TWO SESSIONS FROM 3PM TO 5PM AND 6PM TO 8PM. (ORAL).

City Manager Jeng informed the Council that COX is hosting a Pop House to hear customer service issues from the Peninsula on February 27, 2020 from 3pm-5pm and 6pm-8pm. This item was advertised in the City's Blue Newsletter and required no action from the Council.

8. NEW BUSINESS

A. CONSIDER AND APPROVE THE REQUEST FOR PROPOSAL (RFP) FOR CITY HALL CAMPUS SITE AND LANDSCAPE MAINTENANCE SERVICES.

City Manager Jeng gave an overview of the landscaping services for City Hall. In 2015 Pacific Coast Landscape Services (PCL) was selected in response to the City's request for proposal. Their contract included landscape maintenance services for the City Hall campus and the tennis courts for three years from on January 1, 2016 through December 31, 2019. In November 2019 PCL's contract was terminated for failure to meet the agreement terms, conditions, and requirements. City staff then contracted with Bennett Landscape Services on an interim basis. She informed the Council that staff was ready to seek competitive pricing and release a request for proposal (RFP).

Councilmember Dieringer commented staff added items to the contract to ensure there was more accountability from the vendor. She asked if staff listed everything needed.

City Manager Jeng replied in the affirmative and added that Councilmember Wilson made an excellent suggestion to add cleaning the rain gutters.

Mayor Pro Tem Pieper requested that the trash enclosure also be maintained.

City Manager Jeng stated that she had renamed the title to read "Site and Landscape Maintenance," versus "Landscaping Maintenance."

Councilmember Dieringer moved that the City Council approve the RFP for the site and landscaping maintenance for the City Hall Campus and direct staff to advertise this proposal. Councilmember Wilson seconded the motion. The motion passed by voice vote.

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

Minutes
City Council Meeting
02-24-20

Councilmember Dieringer gave a report about the Regional Law Committee meeting that was held on February 13th, 2020. She stated that the School Resource Officers (SRO) were present and gave an overview of their workday. According to the SROs, they walk around all day at Palos Verdes High School. The SROs mentioned they would be attending the Regional Law Meeting when the time came to renew their Memorandum of Understanding (MOU). She warned she needed more information about their daily routine before renewing their MOU.

Councilmember Wilson expressed concerns about one SRO stating he does traffic control in the morning at the high school. He feels that volunteers should oversee traffic control and because that is not the best use of the SROs time. He added that it did not seem the SROs had a schedule and/or supervision during the day.

Mayor Mirsch requested that the Regional Law Committee members follow up with the concerns expressed before the Council signs off on the renewal of the SROs MOU.

Mayor Pro Tem Pieper asked when the Council would vote to renew their MOU.

City Manager Jeng responded that the MOU was just signed and that copies were distributed about two weeks ago. The City is supposed to be billed on a quarterly basis, but issues arose with the School District when reviewing the cost for security. She was informed that the School District is sorting out the issues before invoicing the cities for last year's bill. There was talk about creating another MOU or extending the existing MOU to future years. The Superintendent's Office wants to make that decision within a month and then submit it to the Regional Law Committee.

Mayor Pro Tem Pieper asked if the other cities were present at the Regional Law Meeting and if they had the same concerns the Rolling Hills Committee members had expressed.

Councilmember Dieringer replied that she felt other members knew something needed to be done but were comfortable with knowing something was in place.

Councilmember Black wondered if the SROs visited other schools during the day. Councilmember Wilson stated that the SROs mentioned that they had been to the middle schools, but he could not determine if it happened more than once. It is his belief that the SROs had not visited any elementary schools.

Councilmember Dieringer stated that it seemed to her that the SROs only monitor the two high schools (Palos Verdes High and Peninsula High). She would find it helpful if they list examples of things their presence has averted.

Mayor Pro Tem Pieper asked for a status on coyote activity and if the City was still allocating money for the program.

City Manager Jeng replied Fernando Barrera, the Wildlife Specialist and State Licensed Trapper, just reported catching a female coyote in Rolling Hills and that staff keeps a tally of the captured coyotes. City staff also requests consent forms when residents call City Hall about coyote

sightings. She reminded the Council Wildlife Specialist Barrera has been able to service the City and Peninsula because the Office of Janice Hahn specifically allocated money to the Peninsula. She advised the allocation needs to continue beyond June 30, 2020 in order to keep the service.

Mayor Mirsch asked if this was an item, she should bring up at a future Contract Cities and County Board of Supervisors meetings.

City Manager Jeng replied yes.

Councilmember Wilson asked what the budget cycle was for the County.

City Manager Jeng replied the County is on the same fiscal calendar as the City and they make budget decisions around the month of April.

10. MATTERS FROM STAFF

NONE.

11. ADJOURNMENT

THE MEETING WILL BE ADJOURNED IN MEMORY OF FLORENCE HORN, A LONG TIME RESIDENT OF ROLLING HILLS. SHE PASSED AWAY ON FEBRUARY 20, 2020.

Hearing no further business before the City Council, Mayor Mirsch adjourned the meeting at 7:49 p.m. The next regular meeting of the City Council is scheduled to be held on Monday, March 9, 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

