



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

2 PORTUGUESE BEND ROAD
ROLLING HILLS, CA 90274
(310) 377-1521

AGENDA

Regular City Council Meeting

CITY COUNCIL

Monday, January 23, 2023

CITY OF ROLLING HILLS

7:00 PM

The meeting agenda is available on the City's website. The City Council meeting will be live-streamed on the City's website. Both the agenda and the live-streamed video can be found here:
<https://www.rolling-hills.org/government/agenda/index.php>

Members of the public may submit written comments in real-time by emailing the City Clerk's office at cityclerk@cityofrh.net. Your comments will become part of the official meeting record. You must provide your full name, but please do not provide any other personal information that you do not want to be published.

Recordings to City Council meetings can be found here: <https://www.rolling-hills.org/government/agenda/index.php>

Next Resolution No. 1325

Next Ordinance No. 383

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. PRESENTATIONS/PROCLAMATIONS/ANNOUNCEMENTS

5. APPROVE ORDER OF THE AGENDA

This is the appropriate time for the Mayor or Councilmembers to approve the agenda as is or reorder.

6. BLUE FOLDER ITEMS (SUPPLEMENTAL)

Blue folder (supplemental) items are additional back up materials to administrative reports, changes to the posted agenda packet, and/or public comments received after the printing and distribution of the agenda packet for receive and file.

7. PUBLIC COMMENT ON NON-AGENDA ITEMS

*This is the appropriate time for members of the public to make comments regarding items **not** listed on this agenda. Pursuant to the Brown Act, no action will take place on any items not on the agenda.*

8. CONSENT CALENDAR

Business items, except those formally noticed for public hearing, or those pulled for discussion are assigned to the Consent Calendar. The Mayor or any Councilmember may request that any Consent Calendar item(s) be removed, discussed, and acted upon separately. Items removed from the Consent Calendar will be taken up under the "Excluded Consent Calendar" section below. Those items remaining on the Consent Calendar will be approved in one motion. The Mayor will call on anyone wishing to address the City Council on any Consent Calendar item on the agenda, which has not been pulled by Councilmembers for discussion.

8.A. [APPROVE AFFIDAVIT OF POSTING FOR THE CITY COUNCIL REGULAR MEETING OF JANUARY 23, 2023](#)

RECOMMENDATION: Approve.

[CL_AGN_230123_CC_AffidavitofPosting.pdf](#)

- 8.B. [APPROVE MOTION TO READ BY TITLE ONLY AND WAIVE FURTHER READING OF ALL ORDINANCES AND RESOLUTIONS LISTED ON THE AGENDA](#)

RECOMMENDATION: Approve.

- 8.C. [APPROVE THE FOLLOWING CITY COUNCIL MINUTES: JANUARY 9, 2023](#)

RECOMMENDATION: Approve as presented.

[CL_MIN_230109_CC_F.pdf](#)

- 8.D. [PAYMENT OF BILLS.](#)

RECOMMENDATION: Approve as presented.

[CL_AGN_230123_CC_PaymentOfBills.pdf](#)

- 8.E. [REPUBLIC SERVICES RECYCLING TONNAGE REPORT FOR DECEMBER 2022](#)

RECOMMENDATION: Receive and file.

[CL_AGN_230123_CC_TonnageReport_Dec2022.pdf](#)

- 8.F. [ADOPT RESOLUTION 1323 AUTHORIZING THE EXCHANGE OF PROPOSITION A FUNDS WITH THE CITY OF BEVERLY HILLS FOR GENERAL FUNDS; AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE FUND EXCHANGE AGREEMENT](#)

RECOMMENDATION:

Approve as presented.

[PW_TRA_230112_FY23_PropA_FundExchangeAgrmt_BevHills_F.pdf](#)

[ResolutionNo1323_PropA_BevHills_FundExchange_F.pdf](#)

- 8.G. [ADOPT BY RESOLUTION NO. 1324 AUTHORIZING A BUDGET AMENDMENT OF \\$13,000.00 IN GENERAL FUND RESERVES FOR THE STREET AND TRAFFIC IMPROVEMENTS ON JOHNS CANYON ROAD](#)

RECOMMENDATION: Approve as presented and adopt Resolution No. 1324.

[ResolutionNo1324_Budget_Amendment_JohnsCanyonRd_Improvements_D.pdf](#)

[PW_TRA_TRF_STR_202319_Email_from_Grzywacz_Tangen_ShenSmith.pdf](#)

9. EXCLUDED CONSENT CALENDAR ITEMS

10. COMMISSION ITEMS

11. PUBLIC HEARINGS

- 11.A. [ADOPT RESOLUTION NO. 1322 TO CREATE THE UNDERGROUND UTILITY DISTRICT NO. 2 \(UDD-02\) \(EASTFIELD DRIVE\)](#)

RECOMMENDATION: Adopt Resolution No. 1322 to create Underground Utility District No. 2 (UUD-02) (Eastfield Drive)

[CL_AGN_230123_CC_ResolutionNo1322_Eastfield Dr UUDistrict Rule20A_F.pdf](#)

[CL_AGN_230123_CC_ROM_Eastfield Dr 20A Letter with Conditions and Exhibits.pdf](#)

12. OLD BUSINESS

12.A. [RECEIVE AND FILE AN UPDATE TO THE OUTDOOR SIREN PROJECT](#) **RECOMMENDATION:**

It is Staff's recommendation to identify up to four locations where the siren system could be installed.

[CL-AGN_230109_CC_22-12-21_SpecialNewsletter.pdf](#)

[CL_AGN_230123_CC_SpecialBN1-9-2023.pdf](#)

[CL_AGN_230123_CC_Block Captain Letter - draft 01 18 2023.pdf](#)

[CL_AGN_230123_CC_Siren_Comments Received from Special Blue Newsletter_1-20-2023.pdf](#)

12.B. [CONSIDER ENGAGING 4LEAF, INC. TO PROVIDE CODE ENFORCEMENT SERVICES, AND DIRECT STAFF TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT FOR AN AMOUNT NOT-TO-EXCEED \\$79,040 FOR A ONE-YEAR TERM INCLUDING \\$33,440 FOR THE REMAINDER OF THE 2022-2023 FISCAL YEAR](#)

RECOMMENDATION: Direct the City Manager to execute a Professional Services Agreement with 4LEAF, Inc. for code enforcement services.

[PL_CON_20221128_CE_4LEAF_SOQ_without_appendix.pdf](#)

[PL_CON_CE_2023_4LEAF_FeeSchedule.pdf](#)

[CA_AGR_230123_4Leaf_OnCall_CE_ContractServices.pdf](#)

12.C. [RECEIVE AND FILE SUPPLEMENTAL SEWER STUDY PREPARED BY WILLDAN ENGINEERING TO PHASE THE CONSTRUCTION OF THE 8" SEWER MAIN PROJECT AND DIRECT STAFF TO PREPARE AN AMENDED PROFESSIONAL SERVICE AGREEMENT WITH NV5 TO PREPARE CONSTRUCTION DOCUMENTS IN ACCORDANCE WITH THE PHASING OF THE PROJECT.](#)

RECOMMENDATION: 1. Receive and File the Supplemental Sewer Study from Willdan Engineering.

2. Direct staff to prepare an amended professional service agreement with NV5 in the amount of \$23,670.

[NV5_Rolling Hills Sewer Main Rolling Hills Only Additions_09.28.22.pdf](#)

[RH Sewer Area Study Supplement-1-19-2023-Final.pdf](#)

12.D. [RECEIVE AND FILE A TECHNICAL MEMORANDUM FROM PACIFIC ARCHITECTURE AND ENGINEERING INC., ON OPTIONS TO REPLACE THE EXISTING CITY HALL CAMPUS EMERGENCY STANDBY DIESEL GENERATOR AND PROVIDE DIRECTION TO STAFF.](#)

RECOMMENDATION: Receive and file technical memorandum and select a replacement option.

[20221215_Gen Vs Solar memo_V1.pdf](#)

12.E. [APPROVE REVISED FISCAL YEAR 2023/24 BUDGET CALENDAR](#)

RECOMMENDATION: Review and approve the updated budget calendar for the development of the fiscal year 2023/24 budget.

13. NEW BUSINESS

- 13.A. [AUDITED ANNUAL FINANCIAL REPORT FOR THE FISCAL YEAR ENDED JUNE 30, 2022](#)

RECOMMENDATION: Accept the audited financial statements for the fiscal year ended June 30, 2022.

[FN_AUD_230120_LSL_AuditCommunicationLetter_F.pdf](#)

[FN_AUD_230120_LSL_ReportOn_IC_F.pdf](#)

[FN_AUD_230120_LSL_ACFR_F.pdf](#)

- 13.B. [RECEIVE PRESENTATION ON FISCAL YEAR 2023/24 BUDGET DEVELOPMENT KICKOFF AND PROVIDE INPUT TO THE FINANCE/BUDGET/AUDIT COMMITTEE](#)

RECOMMENDATION: Receive a presentation on an overview of the General Fund revenues, expenditures and reserves in anticipation of initiating the budget process for the development of the fiscal year 2023/24 budget and provide input to the Finance/Budget/Audit Committee in advance of the February 13, 2023 committee meeting.

[CL_AGN_230123_CC_FY23_BudgetedExpenditures.pdf](#)

[CL_AGN_230123_CC_FY23_SummaryOfSources&Uses_at12-31-22.pdf](#)

[CL_AGN_230123_CC_GF_ReserveStatus_AsOf_12-31-22_F.pdf](#)

- 13.C. [CONSIDER AND APPROVE THE UPDATED CITY COUNCIL COMMITTEE ASSIGNMENTS FOR 2023](#)

RECOMMENDATION: Staff recommends that the City Council consider the updated City Council committee assignments and approve the assignments as presented.

[CC_ASM_220509_2022.pdf](#)

- 13.D. [APPROVE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITIES OF RANCHO PALOS VERDES, PALOS VERDES ESTATES, ROLLING HILLS ESTATES, AND ROLLING HILLS REGARDING IMPLEMENTATION OF THE "KNOW YOUR ZONE" EVACUATION WEB PLATFORM](#)

RECOMMENDATION: Approve the Memorandum of Understanding between the Palos Verdes Peninsula Cities as approved to form by the City Attorney with the established not-to-exceed total cost of \$10,000, with Rolling Hills' estimated share in the amount of \$700 based upon the established cost allocation formula for the four Peninsula cities.

[CL_AGN_CC_230109_Zone Evacuation Website MOU 4889-3618-4637 v.4.pdf](#)

[CL_AGN_230123_CC_LA County #1 Initial Attack Slides.pdf](#)

- 13.E. [RECEIVE AND FILE CLOSED CIRCUIT TELEVISION \(CCTV\) INSPECTION OF THE MIDDLEIDGE LANE STORM DRAIN LINE PERFORMED BY THE LOS ANGELES COUNTY DEPARTMENT OF PUBLIC WORKS](#)

RECOMMENDATION: Receive and file.

[PW_DRA_221101_LACo_Middleridge_PipeRunWithImages.pdf](#)

[PW_DRA_221101_LACo_Middleridge_MainInspectionSummary.pdf](#)

[PW_DRA_221101_LACo_Middleridge_PACP_InspectionWithScoring.pdf](#)

- 13.F. RECEIVE A REPORT ON NEW SINKHOLE AT 1 MIDDLE RIDGE LANE SOUTH AND DIRECT STAFF TO ENGAGE ONWARD ENGINEERING TO PROVIDE REPAIR RECOMMENDATION BASED ON FIELD OBSERVATIONS AND LA COUNTY DEPARTMENT OF PUBLIC WORKS PIPELINE VIDEO INSPECTION.
RECOMMENDATION: Receive report and direct staff to engage Onward Engineering for providing repair recommendation.

[PW_DRA_220107_AsBuilts_MiddleridgeLane_6650 U1-B.pdf](#)

[PW_DRA_230118_1MiddleridgeLnS_Sinkhole_OE_ObservationReport.pdf](#)

[PW_PJI_221109_OnwardEng_Proposal.pdf](#)

[PW_PJI_221109_OnwardEng_RateSheet.pdf](#)

- 13.G. RECEIVE AND FILE PROGRESS UPDATE ON CREST ROAD EAST UTILITY UNDERGROUNDING PROJECT

RECOMMENDATION: Receive and file.

[Underground Utility District Limits Exhibit_Parcels_V1- addresses.pdf](#)

[GR_OES_230120_CrestRoad_UU_Rule20_SegmentMap.pdf](#)

14. MATTERS FROM THE CITY COUNCIL

- 14.A. DISCUSS CALL FOR SERVICE EMAILS GENERATED BY THE LOS ANGELES COUNTY SHERIFF'S DEPARTMENT (COUNCILMEMBER JEFF PIEPER)

RECOMMENDATION: Provide direction to staff.

15. MATTERS FROM STAFF

16. RECESS TO CLOSED SESSION

- 16.A. CONFERENCE WITH LABOR NEGOTIATOR GOVERNMENT CODE SECTION 54957.6 CITY'S DESIGNATED REPRESENTATIVE: MAYOR PATRICK WILSON
UNREPRESENTED EMPLOYEE: CITY MANAGER ELAINE JENG

RECOMMENDATION: None.

17. RECONVENE TO OPEN SESSION

18. ADJOURNMENT

Next regular meeting: Monday, February 13, 2023 at 7:00 p.m. in the City Council Chamber, Rolling Hills City Hall, 2 Portuguese Bend Road, Rolling Hills, California, 90274.

Notice:

Public Comment is welcome on any item prior to City Council action on the item.

Documents pertaining to an agenda item received after the posting of the agenda are available for review in the City Clerk's office or at the meeting at which the item will be considered.

In compliance with the Americans with Disabilities Act (ADA), if you need special assistance to participate in this meeting due to your disability, please contact the City Clerk at (310) 377-1521 at least 48 hours prior to the meeting to enable the City to make reasonable arrangements to ensure accessibility and accommodation for your review of this agenda and attendance at this meeting.