



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

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

City Council

Monday, January 26, 2026, 7:00 PM

Regular Meeting
City of Rolling Hills

The meeting agenda is available on the City's website. The City Council meeting will be live-streamed on the City's website. View both the [agenda and the live-streamed video](#).

Members of the public may submit written comments by emailing the City Clerk's office at CityClerk@cityofrh.net. Your comments will become part of the official meeting record if received before 3pm on the meeting day. You must provide your full name, but please do not provide any other personal information that you do not want to be published.

View [recordings to City Council meetings](#) online.

AGENDA

- 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.

7.A. Supplemental Public Comment on Non-Agenda Items

RECOMMENDATION:

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 26, 2026

RECOMMENDATION: Approve.

8.B. Approve Motion to Read by Title Only and Waive Further Reading of All Ordinances and Resolutions Listed on the Agenda

RECOMMENDATION:

8.C. Approve the following Minutes of January 12, 2026: City Council Regular Meeting

RECOMMENDATION: Approve as presented.

8.D. Payment of Bills

RECOMMENDATION: Approve as presented.

8.E. Republic Services Recycling Tonnage and Complaint Reports for December 2025

RECOMMENDATION: Receive and file.

8.F. Adopt Resolution No. 1402 authorizing a Fiscal Year 2025-2026 Budget Modification to increase Appropriations by \$111,150 in Fund 40-949 from a transfer of General Fund Reserves for providing Construction Services on the City Hall Emergency Backup Dual-Fuel Generator Project

RECOMMENDATION: Approve as presented.

9. Excluded Consent Calendar Items

10. Commission Items

11. Public Hearings

12. Discussion Items

13. Matters From the City Council

13.A. Discussion on potential reconsideration of allowing Palos Verdes Peninsula Transit Authority's Dial-A-Ride services as a future option for Rolling Hills residents

RECOMMENDATION: Receive and file. Provide direction to staff.

14. Matters From Staff

14.A. Receive and file the Code Compliance Quarterly Report for the Fourth Quarter of 2025 (October 1 - December 31)

RECOMMENDATION: Receive and file.

14.B. Receive and file an update on recent legislative changes impacting key Brown Act provisions under Senate Bill 707

RECOMMENDATION: Receive and file.

14.C. Consideration of a 2026 City Council Strategic Planning Workshop

RECOMMENDATION: Discuss and provide direction to staff.

14.D. Consideration of a Civic Engagement Program for Rolling Hills

RECOMMENDATION: Discuss and provide direction to staff.

15. Recess to Closed Session

16. Reconvene to Open Session

17. Adjournment

Next regular meeting: Monday, February 9, 2026 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.



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

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

Item: 7.A.

Meeting Date: 1/26/2026

To: City Council
From:
Thru:
Subject: Supplemental Public Comment on Non-Agenda Items

Background:

Discussion:

Fiscal Impact:

Recommendation:

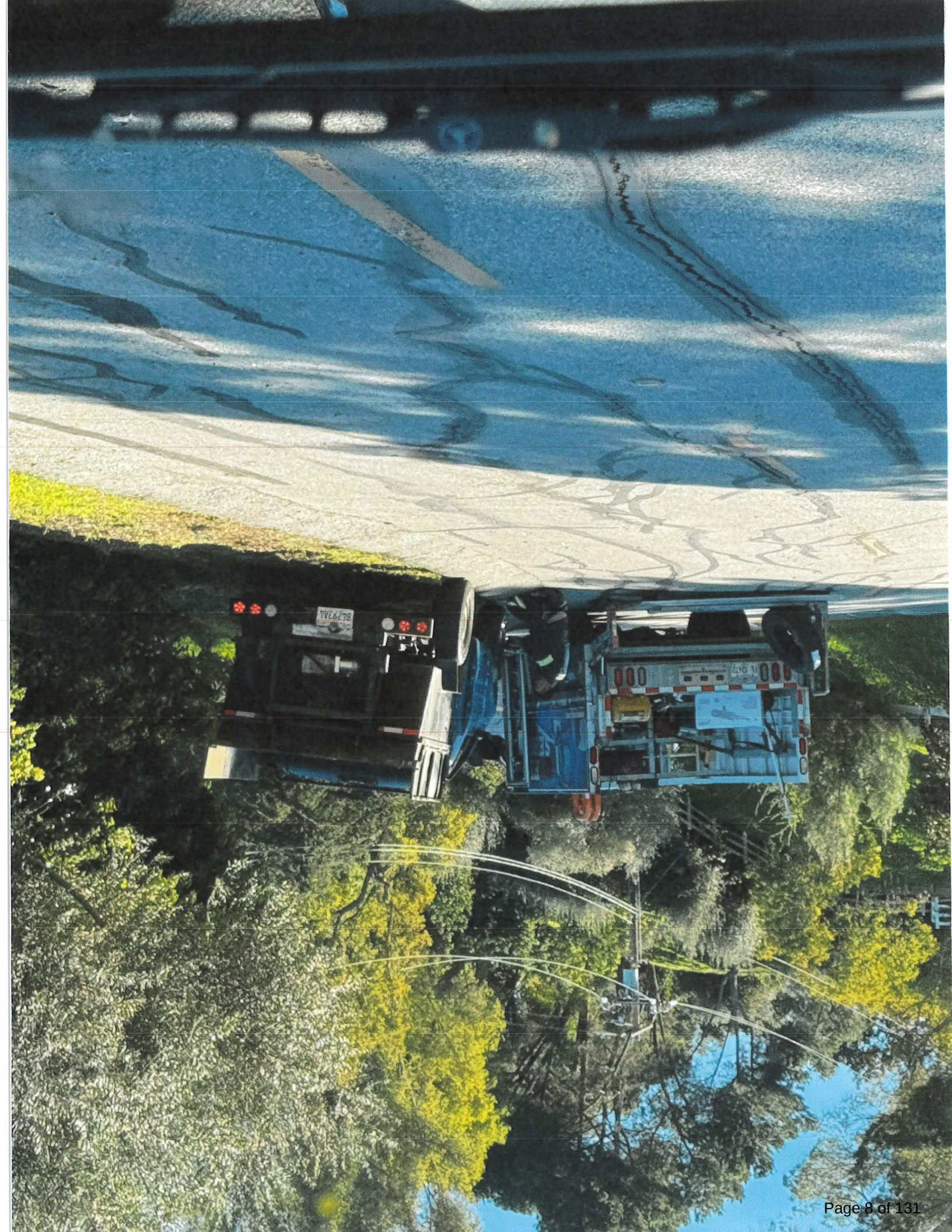
Attachments:

1. CL_AGN_260126_CC_Item7A_PublicComment01

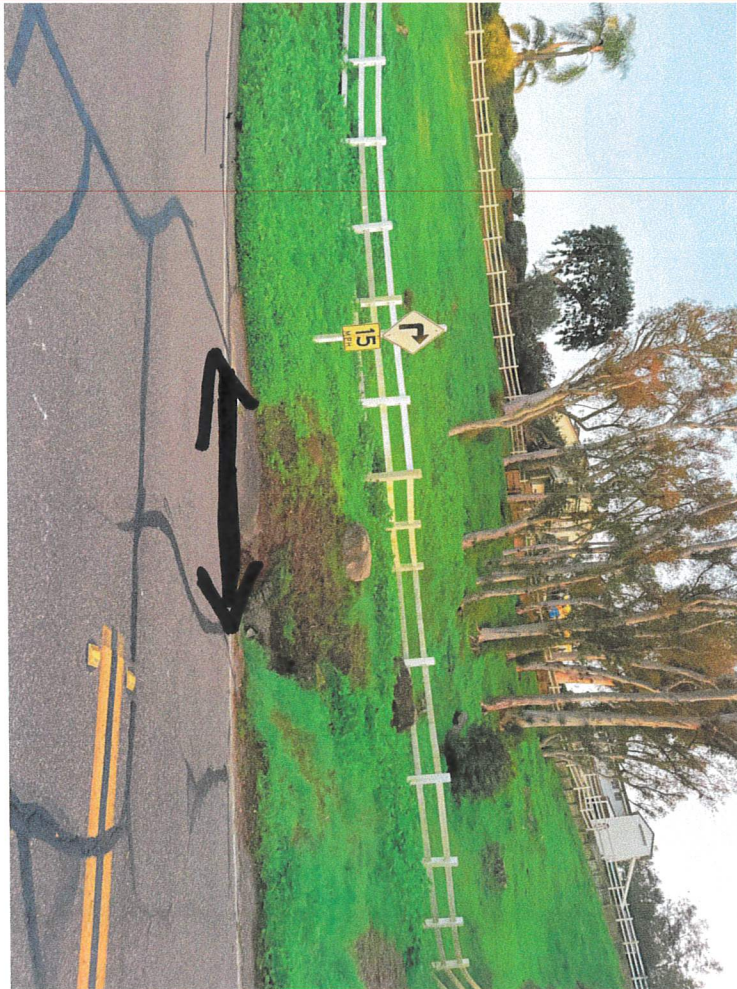
















City of Rolling Hills

INCORPORATED JANUARY 24, 1957

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

Item: 8.A.

Meeting Date: 1/26/2026

To: City Council
From: Christian Horvath, Assistant to the City Manager / City Clerk
Thru: Karina Bañales, City Manager
Subject: Approve Affidavit of Posting for the City Council Regular Meeting of January 26, 2026

Background:

None.

Discussion:

None

Fiscal Impact:

None.

Recommendation:

Approve.

Attachments:

1. CL_AGN_260126_CC_AffidavitofPosting



Administrative Report

8.A., File # 2025-248

Meeting Date: 1/26/2026

To: MAYOR & CITY COUNCIL

From: Christian Horvath, City Clerk

TITLE

APPROVE AFFIDAVIT OF POSTING FOR THE CITY COUNCIL ADJOURNED REGULAR MEETING OF JANUARY 26, 2026

EXECUTIVE SUMMARY

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS
CITY OF ROLLING HILLS)

AFFIDAVIT OF POSTING

In compliance with the Brown Act, the following materials have been posted at the locations below.

Legislative Body	City Council
Posting Type	Regular Meeting Agenda
Posting Location	2 Portuguese Bend Road, Rolling Hills, CA 90274 City Hall Window City Website: https://www.rolling-hills.org/government/agendas_meetings.php https://rollinghillsca.portal.civicclerk.com/
Meeting Date & Time	JANUARY 26, 2026 7:00pm Open Session

As City Clerk of the City of Rolling Hills, I declare under penalty of perjury, the document noted above was posted at the date displayed below.

Christian Horvath, City Clerk

Date: January 23, 2026



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

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

Item: 8.C.

Meeting Date: 1/26/2026

To: City Council
From: Christian Horvath, Assistant to the City Manager / City Clerk
Thru: Karina Bañales, City Manager
Subject: Approve the following Minutes of January 12, 2026: City Council Regular Meeting

Background:

None.

Discussion:

None.

Fiscal Impact:

None.

Recommendation:

Approve as presented.

Attachments:

1. CL_MIN_260112_CC_F



1. Call To Order

The City Council of the City of Rolling Hills met in person on the above date at 7:00 p.m. Mayor Pieper presiding.

2. Roll Call

Councilmembers Present:	Mirsch, Wilson, Black, Mayor Dieringer
Councilmembers Absent:	Pieper
Staff Present:	Karina Bañales, City Manager Christian Horvath, Assistant to the City Manager / City Clerk Samantha Crew, Management Analyst Reina Schaetzl, Willdan Contract Senior Planner Nicolas Papajohn, City Attorney

3. Pledge Of Allegiance – Councilmember Wilson

4. Presentations / Proclamations / Announcements – None

5. Approve Order of the Agenda

Mayor Dieringer requested that Item 12A be moved to the end of the agenda in case Councilmember Pieper arrived later. Without objection, so ordered.

6. Blue Folder Items (Supplemental)

Motion by Councilmember Wilson, seconded by Councilmember Mirsch to receive and file Blue Folder Item 12A. Motion carried unanimously with the following vote:

AYES:	Mirsch, Wilson, Black, Mayor Dieringer
NOES:	None
ABSENT:	Pieper

7. Public Comment on Non-Agenda Items

Public Comment: Lisa Tun

Motion by Councilmember Mirsch, seconded by Mayor Pro Tem Black to receive and file submitted images from Ms. Tun. Motion carried unanimously with the following vote:

AYES:	Mirsch, Wilson, Black, Mayor Dieringer
NOES:	None
ABSENT:	Pieper

Motion by Mayor Pro Tem Black, seconded by Councilmember Wilson to return to the original Order of the Agenda after receiving word Councilmember Pieper would be unable to attend. Motion carried unanimously with the following vote:

AYES: Mirsch, Wilson, Black, Mayor Dieringer
NOES: None
ABSENT: Pieper

Councilmember Mirsch asked if it was possible to continue Item 12A to the next meeting. Mayor Pro Tem Black advised that he would not be present.

8. Consent Calendar

8.A. Approve Affidavit of Posting for the City Council Regular Meeting of January 12, 2026

8.B. Approve Motion to Read by Title Only and Waive Further Reading of All Ordinances and Resolutions Listed on the Agenda

8.C. Approve the following Minutes of December 9, 2025: City Council Regular Meeting

8.D. Payment of Bills

8.E. Republic Services Recycling Tonnage and Complaint Reports for November 2025

8.F. Approve Republic Services' 2026 Clean-Up and Communal Bin Schedules

8.G. Approve Annual Vendor List for Calendar Year 2026

Motion by Mayor Pro Tem Black, seconded by Councilmember Mirsch to approve the Consent Calendar. Motion carried unanimously with the following vote:

AYES: Mirsch, Wilson, Black, Mayor Dieringer
NOES: None
ABSENT: Pieper

9. Excluded Consent Calendar Items – None

10. Commission Items

10.A. Receive and file Zoning Case No. 25-101: Site plan review for new construction, non-exempt grading and related improvements; variances for a detached garage within front and side yard area, detached pool house within rear yard area, deck exceeding 12", import of soil, and to exceed 40 percent disturbance; conditional use permit to exceed 200 square feet for accessory structures, and finding the project exempt from the California Environmental Quality Act for location at 10 Saddleback Road (Birkett) (LOT 17-2-RH)

Presentation by Willdan Contract Senior Planner Schaetzel
Deborah Richie-Bray

Public Comment: Deborah Richie-Bray

Motion by Councilmember Mirsch to receive and file. Motion failed for lack of a second.

Motion by Mayor Pro Tem Black, seconded by Councilmember Wilson to take the item under consideration. Motion carried unanimously with the following vote:

AYES: Mirsch, Wilson, Black, Mayor Dieringer
NOES: None
ABSENT: Pieper

11. Public Hearings

11.A. A Public Hearing for Second Reading and Adoption of Ordinance No. 389 amending Title 15 (Buildings and Construction) of the Rolling Hills Municipal Code and determining the ordinance exempt from CEQA

Presentation by City Attorney Papajohn

Motion by Mayor Pro Tem Black, seconded by Councilmember Mirsch to adopt Ordinance No. 389. Motion carried unanimously with the following vote:

AYES: Mirsch, Wilson, Black, Mayor Dieringer
NOES: None
ABSENT: Pieper

12. Discussion Items

12.A. Consideration and Discussion of the City's Outdoor Emergency Warning System Contractual Framework

Presentation by Management Analyst Crew

Public Comment: Martha Bernadette, Don Swanson

Motion by Mayor Dieringer, seconded by Councilmember Mirsch to table the item to the February 9, 2026 City Council meeting and request further information from staff. Motion carried unanimously with the following vote:

AYES: Mirsch, Wilson, Black, Mayor Dieringer
NOES: None
ABSENT: Pieper

12.B. Approve Third Amendment to the Professional Services Agreement with Bennett Landscape for a One-Year Extension providing Landscaping Services on the City Hall campus

Presentation by Assistant to the City Manager / City Clerk Horvath

Motion by Mayor Pro Tem Black, seconded by Councilmember Wilson to approve as presented. Motion carried unanimously with the following vote:

AYES: Mirsch, Wilson, Black, Mayor Dieringer
NOES: None
ABSENT: Pieper

12.C. Consideration of awarding a construction contract to Pacific Power Engineering Technology Inc. providing construction services on the City Hall Emergency Backup Dual-Fuel Generator Project No. 2025-04 in an amount not-to-exceed \$288,150.00 (inclusive of a 10% contingency); Authorize the City Manager to execute the agreement, and finding the project categorically exempt from the California Environmental Quality Act

Presentation by Assistant to the City Manager / City Clerk Horvath

Motion by Mayor Pro Tem Black, seconded by Councilmember Mirsch to approve as presented. Motion carried unanimously with the following vote:

AYES: Mirsch, Wilson, Black, Mayor Dieringer
NOES: None
ABSENT: Pieper

12.D. Consideration and Approval of Proposed Fiscal Year 2026/27 Budget Calendar

Presentation by Assistant to the City Manager / City Clerk Horvath

Motion by Councilmember Wilson, seconded by Councilmember Mirsch to approve as presented. Motion carried unanimously with the following vote:

AYES: Mirsch, Wilson, Black, Mayor Dieringer
NOES: None
ABSENT: Pieper

12.E. Approve the Proposed 2026 City Council Meeting Calendar

Presentation by Assistant to the City Manager / City Clerk Horvath

Motion by Councilmember Wilson, seconded by Mayor Pro Tem Black to approve as presented. Motion carried unanimously with the following vote:

AYES: Mirsch, Wilson, Black, Mayor Dieringer
NOES: None
ABSENT: Pieper

13. Matters From the City Council

13.A. Consider and approve the updated City Council Committee Assignments For 2026

Presentation by City Manager Bañales

Motion by Mayor Pro Tem Black, seconded by Councilmember Wilson to approve Section 1 of the Committee Assignment matrix except for Line 1H. Motion carried with the following vote:

AYES: Mirsch, Wilson, Black
NOES: Mayor Dieringer
ABSENT: Pieper

Motion by Councilmember Mirsch, seconded by Mayor Pro Tem Black to approve Section 2 of the Committee Assignment matrix and eliminate the alternate designation on Lines I and K. Motion carried unanimously with the following vote:

AYES: Mirsch, Wilson, Black, Mayor Dieringer
NOES: None
ABSENT: Pieper

Motion by Mayor Pro Tem Black, seconded by Mayor Dieringer to approve Section 3 of the Committee Assignment matrix and correct the Fire Fuel Committee assignment to note Councilmember Pieper as a member. Motion carried unanimously with the following vote:

AYES: Mirsch, Wilson, Black, Mayor Dieringer
NOES: None
ABSENT: Pieper

14. Matters From Staff

14.A. Receive and file a Verbal Update on Code Cases #443 – 77 Portuguese Bend Rd, #452 – 2 Crest Rd. E., and #453 – 6 Running Brand Rd.

Presentation by City Manager Bañales

Motion by Mayor Pro Tem Black, seconded by Councilmember Mirsch to receive and file. Motion carried unanimously with the following vote:

AYES: Mirsch, Wilson, Black, Mayor Dieringer
NOES: None
ABSENT: Pieper

Mayor Dieringer inquired about making a referral to the Planning Commission regarding the consideration of a provision for ADU set asides. Mayor Pro Tem Black opined that he was not interested. City Manager Bañales provided information on the administrative staff actions that are required within 15 days of receiving and ADU application, and some allowances for ensuring compliance or applicant appeal to the Planning Commission. She noted that staff could add a checkbox to the ADU framework and procedures that staff currently utilize.

City Attorney Papajohn noted that BB&K can evaluate if any City action may be required and inform the City Manager.

City Manager Bañales provided verbal updates on the previously expressed concerns regarding traffic signal timing at Rolling Hills Road / Palos Verdes Drive North as well as coyote management concerns.

Assistant to the City Manager / City Clerk Horvath reported that the City Hall ADA parking space and striping had been repaired utilizing Metro TDA3 funds. He also noted that staff would return with a future item(s) regarding the recent passage of SB707 which affects brown act meeting rules, potential upgrades to the Council Chambers to ensure compliance, and a reminder about new and repeat required Council training or form 700 filings for the year.

15. Recess To Closed Session: 9:48 p.m.

15.A. Public Employee Performance Evaluation Pursuant to Government Code Section 54957 (B)(1) Title: City Manager

16. Reconvene To Open Session: 10:32 p.m.

17. Adjournment: 10:32 p.m.

The meeting was adjourned at 10:32 p.m. on January 12, 2026. The next regular meeting of the City Council is scheduled to be held on Monday, January 26, 2026 beginning at 7:00 p.m. in the City Council Chamber

at City Hall, 2 Portuguese Bend Road, Rolling Hills, California. It will also be available via City's website link at: <https://www.rolling-hills.org/government/agenda/index.php>

All written comments submitted are included in the record and available for public review on the City website.

Respectfully submitted,

Christian Horvath, City Clerk

Approved,

Bea Dieringer, Mayor



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

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

Item: 8.D.

Meeting Date: 1/26/2026

To: City Council
From: Christian Horvath, Assistant to the City Manager / City Clerk
Thru: Karina Bañales, City Manager
Subject: Payment of Bills

Background:

None.

Discussion:

None.

Fiscal Impact:

None.

Recommendation:

Approve as presented.

Attachments:

1. CL_AGN_260126_CC_PaymentOfBills
2. CL_AGN_260126_CheckWarrant_Abbreviations

CITY OF ROLLING HILLS

AP26-014, ACH26-014

Check Run 01/21/2026

Check No.	Check Date	Payee	Description	Amount
029142	1/21/2026	Gladwell Governmental Services, Inc.	FY25-26 Annual Rec. Ret. Legal Review	350.00
029143	1/21/2026	LA County Sheriff's Department	December 2025 Law Enforcement Services	38,145.72
029144	1/21/2026	LSL CPAs	FY24-25 Annual Audit	32,875.00
029145	1/21/2026	League of California Cities	Membership Dues for 2026	1,331.00
029146	1/21/2026	McGowan Consulting	Municipal Stormwater Consulting Serv-December 2025	2,457.60
029146	1/21/2026	McGowan Consulting	Municipal Stormwater Consulting Serv-November 2025	8,208.20
029146	1/21/2026	McGowan Consulting	Municipal Stormwater Consulting Serv-October 2025	7,123.00
CHECK TOTAL			\$ 17,788.80	
029147	1/21/2026	MV CHENG AND ASSOCIATES	Monthly Accounting Services December 2025	12,982.50
029148	1/21/2026	NV5, INC.	December 2025 Services- CORH-22-11241 Flow	976.90
029149	1/21/2026	Palos Verdes Peninsula Unified	School Security Reimbursement 09-26-25 to 12-25-25	687.04
029150	1/21/2026	PVS, Inc.	Alarm Services for February 2026	177.00
029151	1/21/2026	Willdan Inc.	December 2025 Bldg Plan Check Proj	12,022.50
029151	1/21/2026	Willdan Inc.	December 2025-Contract Sn. Planner	14,028.00
CHECK TOTAL			\$ 26,050.50	
ACH-1054	1/21/2026	Best Best & Krieger LLP	General Services-December 2025	7,918.00
ACH-1055	1/21/2026	Best Best & Krieger LLP	Legal Land Use-December 2025	988.00
ACH-1056	1/21/2026	Best Best & Krieger LLP	79 Eastfield Dr-December 2025	150.00
ACH-1057	12/1/2025	CalPERS	December 2025 Health Premium	13,228.69
ACH-1058	1/8/2026	CalPERS	CalPERS Retirement Payroll Ending 12-09-25	2,364.87
ACH-1059	1/20/2026	CalPERS	CalPERS Retirement Payroll Ending 12-23-2025	2,313.46
ACH-1060	1/18/2026	California Water Service Co.	Water Usage 11-26-25 to 12-29-25_RANCHO#74654	390.96
ACH-1061	1/18/2026	California Water Service Co.	Water Usage 11-26-25 to 12-29-25_ROLLING#54654	3,952.07
ACH-1062	1/22/2026	FirstNet/AT&T Mobility	Code Comp Mobile Phone - December 2025	52.82
ACH-1063	12/17/2025	Forum Info-Tech. Inc./Levelcloud	Setup of 4 new laptops/EOC	672.00
ACH-1064	1/18/2026	Forum Info-Tech. Inc./Levelcloud	December 2025 - AWS Usage	861.18
ACH-1065	1/22/2026	Pacific Premier Bank / FNBO	Pac Premier December 2025 Credit Card Stmt Acct	1,979.92

ACH-1066	1/22/2026	Pacific Premier Bank / FNBO	Pac Premier December 2025 Credit Card Stmt Acct	6,139.56
ACH-1067	1/18/2026	Pitney Bowes	Postage for December 2025	1,009.75
ACH-1068	1/2/2026	Southern California Edison	Electricity Usage 11-21-25 to 12-22-25 ACCT#8030	808.72
ACH-1069	12/26/2025	Vantagepoint Transfer Agents -	Deferred Comp Contributions PR Ending 12-23-25	1,668.29
PR LINK	12/12/2025	PR LINK - Payroll & PR Taxes PR26	Payroll Processing Fee PR#26_12/10/25 - 12/23/25	93.97
PR LINK	12/12/2025	PR LINK - Payroll & PR Taxes PR26	Pay Period PR#25_12/10/25 - 12/23/25	20,558.43
REPORT TOTAL				196,515.15

I, Karina Banales, City Manager of Rolling Hills, California certify that the above demands are accurate and there is available in the General Fund a balance of

\$ 196,515.15 for the payment of above items.

Karina Banales, City Manager

Abbreviations Meaning

Acct	Account
AWS	Amazon Web Services
Bldg	Building
Comp	Compliance or Compensation
CORH	City of Rolling Hills
EOC	Emergency Operations Center
FY	Fiscal Year
PR	PayRoll
Proj	Project
Rec	Records
Ret	Retention
Serv	Services
Sn	Senior
Stmt	Statement



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

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

Item: 8.E.

Meeting Date: 1/26/2026

To: City Council
From: Christian Horvath, Assistant to the City Manager / City Clerk
Thru: Karina Bañales, City Manager
Subject: Republic Services Recycling Tonnage and Complaint Reports for December 2025

Background:

On July 1, 2020, the City entered into an Amended and Restated Agreement with Republic Services for the collection, transportation, recycling, composting, and disposal of solid waste, including recyclables, green waste, bulky items, and brush. The Agreement is scheduled to expire on June 30, 2029.

As part of this partnership, the city regularly receives and reviews Recycling Tonnage and Complaint Reports from Republic Services. These reports serve several important municipal, regulatory, and community functions.

Discussion:

The primary purpose of the Republic Services Recycling Tonnage and Complaint Reports is to provide the City with oversight and transparency regarding its waste management and recycling services. These reports enable the City to monitor the volume of waste and recyclable materials collected and processed, as well as identify any recurring service issues or resident complaints. By regularly reviewing these reports, the City can ensure that Republic Services is fulfilling its contractual obligations, promptly addressing service deficiencies, and making informed decisions related to public education and operational improvements. Additionally, the reports support compliance with recycling and waste diversion, while supplying essential data for planning and reporting to regulatory agencies.

Below are highlights of the types of reports and notes included:

Recycling Tonnage Report: Documents the total weight of recyclable materials collected, helping the City measure progress toward recycling and waste diversion goals and comply with mandated requirements.

Complaint Report: Logs resident complaints related to waste and recycling services—such as missed pickups or other service issues, to enable tracking of service quality and resolution of recurring concerns.

Red Tags Report: Records instances where a "red tag" is issued at an address, indicating a violation or another issue with waste practices.

Missed Pick-Up Report: Details incidents where scheduled waste pickups were missed, including the address, date, and resolution status.

Commercial Recycling: Commercial recycling materials are hauled to various transfer facilities, with a portion separated and recovered. Recovery rates from these facilities are reported monthly and applied to servicing areas.

Greenwaste Reporting: Greenwaste data in the Non-Franchise report may fluctuate monthly due to factors like changes in customer service types, load contamination, or data entry errors.

Resident Services: Residents may request one free roll-off container for green waste disposal once a year. Monthly Residential Franchise Reports highlight usage of these bins.

Diversion Requirements: Under the current Agreement between the City and Republic Services, Republic Services is required to achieve a minimum annual Diversion Rate of 30% for Residential Solid Waste Collection Services, or such amount as may be set in accordance with other changes in law which mandate certain actions of programs for municipalities. The City currently achieves compliance with California's recycling and waste diversion requirements rate of at least 50% by diverting green waste (such as yard trimmings and plant matter) from landfills and incorporating it into its overall waste management program.

As of January 21, 2025, the City of Rolling Hills diversion rate is at 28.98% (1.02 % away from the contract goal of 30%). To date, the city has surpassed the state's per capita requirement by nearly 19%, currently at 69%. The Republic Services team continues to search for mixed waste options, and while they have a prospect that looks promising, they are trying to work through some issues before settling on their decision.

ADDITIONAL INFORMATION

Free Residential Roll-Off Bin

As mentioned, the City offers residents the opportunity to request one free roll-off container annually for green waste disposal. According to the current Residential Franchise Reports, entries labeled "Greenwaste – Free Residential Roll-Off Bin" and "Trash-Free Residential Roll-Off Bin." Although the City does not provide free roll-off bins for regular trash collection, the presence of "Trash-Free Residential Roll-Off Bin" in the report may indicate one of two possibilities:

- When Republic Services retrieves the bin and returns it to their facility, they may have identified contamination in the green waste bin, such as non-green waste disposed of improperly.
- Alternatively, this may be due to data entry or keying errors that require correction.

Republic Services continues to work on the reporting of this item. It is important to note that the City is not covering the cost associated with "trash-free" roll-off bins.

Red Tag Report Abbreviations

COMM: This column refers to Commercial service status. While Republic Services uses a standard red-tag reporting template across all its service jurisdictions, the City of Rolling Hills does not have commercial waste service. Therefore, entries under "COMM" are marked as "NO" for applicable red

tags within the City.

Fiscal Impact:

None.

Recommendation:

Receive and file.

Attachments:

1. VC_REP_260120_Dec_TonnageReport
2. VC_REP_260120_Dec_C&D_Report
3. VC_REP_260120_Dec_CallLog
4. VC_REP_260120_Dec_RedTags
5. VC_REP_260120_DecemberComplaintList
6. VC_REP_260120_DecemberRedTagList

CITY OF ROLLING HILLS RESIDENTIAL FRANCHISE 2025

Year 2025

Diversion Required

Month	Commodity	Tons Collected	Tons Recovered	Tons Disposed	Diversion %
1	Greenwaste	128.08	128.08	-	100.00%
	Greenwaste - Free Residential Roll Off Bin	1.63	1.63	-	100.00%
	Trash	189.31	-	189.31	0.00%
	Trash - Free Residential Roll Off Bin	10.51	-	10.51	0.00%
1 Total		329.53	129.71	199.82	39.36%
2	Greenwaste	102.30	102.30	-	100.00%
	Greenwaste - Free Residential Roll Off Bin	8.54	8.54	-	100.00%
	Recycle	4.35	2.02	2.33	46.46%
	Trash	181.14	-	181.14	0.00%
	Trash - Free Residential Roll Off Bin	16.57	-	16.57	0.00%
2 Total		312.90	112.86	200.04	36.07%
3	Greenwaste	110.94	110.94	-	100.00%
	Recycle	14.41	7.66	6.75	53.17%
	Trash	199.27	-	199.27	0.00%
3 Total		324.62	118.60	206.02	36.54%
4	Greenwaste	81.53	81.53	-	100.00%
	Recycle	0.28	0.13	0.15	48.11%
	Trash	201.63	-	201.63	0.00%
	Trash - Free Residential Roll Off Bin	19.37	-	19.37	0.00%
4 Total		302.81	81.66	221.15	26.97%
5	Greenwaste	85.39	85.39	-	100.00%
	Recycle	11.61	5.69	5.92	49.00%
	Trash	214.00	-	214.00	0.00%
5 Total		311.00	91.08	219.92	29.29%
6	Greenwaste	76.33	76.33	-	100.00%
	Recycle	0.83	0.43	0.40	51.54%
	Trash	236.54	-	236.54	0.00%
	Trash - Free Residential Roll Off Bin	10.97	-	10.97	0.00%
6 Total		324.67	76.76	247.91	23.64%
7	Greenwaste	49.50	49.50	-	100.00%
	Recycle	9.34	4.63	4.71	49.61%
	Trash	279.22	-	279.22	0.00%
	Trash - Free Residential Roll Off Bin	2.29	-	2.29	0.00%
7 Total		340.35	54.13	286.22	15.91%
8	Greenwaste	63.74	63.74	-	100.00%
	Greenwaste - Free Residential Roll Off Bin	2.85	2.85	-	100.00%
	Recycle	2.41	1.29	1.12	53.73%
	Trash	217.84	-	217.84	0.00%
	Trash - Free Residential Roll Off Bin	17.86	-	17.86	0.00%
8 Total		304.70	67.88	236.82	22.28%
9	Greenwaste	63.05	63.05	-	100.00%
	Trash	203.25	-	203.25	0.00%
	Trash - Free Residential Roll Off Bin	13.83	-	13.83	0.00%
9 Total		280.13	63.05	217.08	22.51%
10	Greenwaste	94.71	94.71	-	100.00%
	Greenwaste - Free Residential Roll Off Bin	6.51	6.51	-	100.00%
	Trash	240.27	-	240.27	0.00%
	Trash - Free Residential Roll Off Bin	5.05	-	5.05	0.00%
10 Total		346.54	101.22	245.32	29.21%
11	Greenwaste	82.40	82.40	-	100.00%
	Trash	163.70	-	163.70	0.00%
11 Total		246.10	82.40	163.70	33.48%
12	Greenwaste	73.12	73.12	-	100.00%
	Greenwaste - Free Residential Roll Off Bin	22.77	22.77	-	100.00%
	Trash	181.58	-	181.58	0.00%
	Trash - Free Residential Roll Off Bin	9.15	-	9.15	0.00%
12 Total		286.62	95.89	190.73	33.46%
Grand Total		3,709.97	1,075.25	2,634.72	28.98%

CITY OF ROLLING HILLS NON-FRANCHISE 2025

Year 2025
Diversion Requirement

Month	Commodity	Tons Collected	Tons Recovered	Tons Disposed	Diversion %
1	C&D	10.85	8.71	2.14	80.24%
	Greenwaste	14.33	14.33	-	100.00%
	Recycle	0.20	0.08	0.12	41.79%
	Trash	56.68	-	56.68	0.00%
1 Total		82.06	23.12	58.94	28.17%
2	C&D	5.26	4.22	1.04	80.24%
	Recycle	0.19	0.09	0.10	46.46%
	Trash	21.78	-	21.78	0.00%
2 Total		27.23	4.31	22.92	15.82%
3	C&D	3.67	2.94	0.73	80.24%
	Greenwaste	9.52	9.52	-	100.00%
	Recycle	0.33	0.17	0.16	52.66%
	Trash	58.05	-	58.05	0.00%
3 Total		71.57	12.64	58.93	17.66%
4	C&D	26.23	23.13	3.10	88.20%
	Recycle	0.21	0.10	0.11	48.11%
	Trash	18.30	-	18.30	0.00%
4 Total		44.74	23.23	21.51	51.93%
5	Recycle	0.22	0.10	0.12	46.21%
	Trash	31.39	-	31.39	0.00%
	Organics	0.04	0.03	0.01	69.07%
5 Total		31.65	0.13	31.52	0.40%
6	C&D	11.76	11.76	-	100.00%
	Recycle	0.16	0.08	0.08	51.54%
	Trash	30.42	-	30.42	0.00%
6 Total		42.34	11.84	30.50	27.97%
7	Recycle	0.25	0.12	0.13	48.54%
	Trash	65.70	-	65.70	0.00%
	Organics	0.01	0.01	0.00	70.96%
7 Total		65.95	0.13	65.82	0.19%
8	Recycle	0.18	0.10	0.09	53.73%
	Trash	35.07	-	35.07	0.00%
8 Total		35.26	0.10	35.16	0.28%
9	Greenwaste	6.48	6.48	-	100.00%
	Recycle	0.17	0.09	0.08	51.51%
	Trash	24.41	-	24.41	0.00%
9 Total		31.06	6.57	24.50	21.14%
10	Recycle	0.19	0.09	0.10	48.38%
	Trash	19.55	-	19.55	0.00%
	Organics	0.06	0.04	0.02	67.16%
10 Total		19.80	0.13	19.67	0.66%
11	C&D	10.13	7.90	2.23	78.01%
	Recycle	0.19	0.10	0.10	50.35%
	Trash	25.83	-	25.83	0.00%
	Organics	0.03	0.02	0.01	64.91%
11 Total		36.18	8.02	28.16	22.16%
12	Greenwaste	13.36	13.36	-	100.00%
	Recycle	0.24	0.12	0.12	51.41%
	Trash	39.52	-	39.52	0.00%
	Organics	0.01	0.00	0.00	66.08%
12 Total		53.13	13.49	39.64	25.39%
Grand Total		540.96	103.70	437.27	19.17%



Republic Services
C&D Report

City of Rolling Hills
Reporting Period December-25

Disposal Site	Material	Loads Taken	Tons Collected
*No C&D to report this month			

Summary	
Row Labels	Sum of Tons Collected
(blank)	
Grand Total	



Republic Services Call Log Report

City: Rolling Hills

Year: 2025

Month/Quarter: 12

Summary of Calls by Type		
Final Call		
Final Call Type	Sub-Type	Total
3.Missed Pick Up	Missed Yard Waste - Residential	1
	Missed Trash - Residential	2
	Missed Recycle - Residential	1
3.Missed Pick Up Total		4
Grand Total		4



Republic Services Call Log Report

Final Call Type	Sub-Type	Case Number	Date/Time Opened	Date/Time Closed	Created By	Request Description	Resolution Comments	Customer Category	Account Number	Site	Account Name	Site Address	Phone
3.Missed Pick Up	Missed Recycle - Residential	20251212-228026017	12/12/2025 1:21 PM	12/16/2025 11:28 PM	Nicholas Watson	(blank)	(blank)	RESI	9020003597	1	CURRENT RESIDENT	58 EASTFIELD DR ROLLING HILLS CA	(000) 000-0000
3.Missed Pick Up	Missed Trash - Residential	20251212-228025778	12/12/2025 1:19 PM	12/16/2025 11:28 PM	Nicholas Watson	(blank)	(blank)	RESI	9020003597	1	CURRENT RESIDENT	58 EASTFIELD DR ROLLING HILLS CA	(000) 000-0000
3.Missed Pick Up	Missed Trash - Residential	20251212-228025868	12/12/2025 1:20 PM	12/16/2025 11:28 PM	Nicholas Watson	(blank)	(blank)	RESI	9020003597	1	CURRENT RESIDENT	58 EASTFIELD DR ROLLING HILLS CA	(000) 000-0000
3.Missed Pick Up	Missed Yard Waste - Residential	20251205-227607951	12/5/2025 9:56 AM	12/9/2025 11:30 PM	Cynthia Benavides	(blank)	(blank)	RESI	9020003667	1	CURRENT RESIDENT	24 GEORGEFF RD ROLLING HILLS CA	(000) 000-0000



Sustainability in Action

Rolling Hills Red Tags - December 2025

DATE	ADDRESS	CODE	ISSUE	COMM
12/2/2025	16 CREST ROAD	5	ITEMS OUTSIDE CONTAINER	NO
12/2/2025	77 SADDLEBACK ROAD	7	OVERLOADED	NO

City of Rolling Hills - December 2025 Republic Services Complaint Log

Date of Issue	Time	Issue/Complaint	Resident Name	Resident Address	Republic contacted	Republic Reponse
12/1/2025	1:30 PM	Missed Trash and Green Waste		2 Lower Blackwater Canyon	Lori reyna	Lori Reyna
12/10/2025	11:20 AM	Missed Trash and Green Waste		36 Chuckwagon Rd.	Lori Reyna	Lori Reyna
12/15/2025	10:49 AM	Missed Trash and Green Waste		13 Cinchring	Lori Reyna	Lori Reyna
12/15/2025	11:49 AM	Missed Trash and Green Waste		31 Portuguese Bend Rd	Lori Reyna	Lori Reyna
12/17/2025	10:46	Missed Green Waste		9 Outrider Rd.	Lori Reyna	Lori Reyna
12/17/2025	10:46	Missed Trash Pickup		5 Ringbit Rd. W.	Lori Reyna	Lori Reyna
12/18/2025	2:03 PM	Mised Trash and Green Waste		4 Middleridge Ln S	Lori Reyna	Lori Reyna
12/22/2025	9:05 AM	Missed Trash and Green Waste		27 Portuguese Bend Rd	Lori Reyna	Lori Reyna
12/29/2025	11:09 AM	Missed Trash and Green Waste		11 Roadrunner Rd	Lori Reyna	Lori Reyna
12/29/2025	12:36	Missed Green Waste		2 Buckboard Ln	Lori Reyna	Lori Reyna

City of Rolling Hills - December2025 Republic Services Red Tag List

Republic Services - Red Tag List

Date of Issue	Time	Issue	Resident Name	Resident Address	Republic Response
12/3/2025	8:47 AM	Red Tage: Green Waste Unbundled		64 Saddleback Rd.	Lori Reyna
12/3/2025	8:47 AM	Red Tage: Green Waste Unbundled		5 Appaloosa	Lori Reyna
12/3/2025	8:47 AM	Red Tage: Green Waste Unbundled		67 Saddleback Rd.	Lori Reyna
12/3/2025	8:47 AM	Red Tage: Green Waste Unbundled		46 Saddleback	Lori Reyna



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

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

Item: 8.F.

Meeting Date: 1/26/2026

To: City Council

From: Christian Horvath, Assistant to the City Manager / City Clerk

Thru: Karina Bañales, City Manager

Subject: Adopt Resolution No. 1402 authorizing a Fiscal Year 2025-2026 Budget Modification to increase Appropriations by \$111,150 in Fund 40-949 from a transfer of General Fund Reserves for providing Construction Services on the City Hall Emergency Backup Dual-Fuel Generator Project

Background:

On January 12, 2026, the City Council awarded a construction contract to Pacific Power Engineering Technology Inc. for providing construction services on the City Hall Emergency Backup Dual-Fuel Generator Project in an amount not-to-exceed \$288,150 including a 10% contingency and found the project categorically exempt from the California Environmental Quality Act.

Discussion:

The attached resolution authorizes a Fiscal Year 2025-2026 Budget Modification to increase Appropriations by \$111,150 in Fund 40-949 from a transfer of General Fund Reserves for providing Construction Services on the City Hall Emergency Backup Dual-Fuel Generator Project.

Staff recommends the City Council Adopt the Resolution as presented.

Fiscal Impact:

The project as bid has a not-to-exceed bid amount of \$288,150.

At the June 12, 2023 City Council meeting, the FY 23-24 budget was approved, including a capital allocation of \$250,000 to the City Hall campus back-up power project.

The City has already expended \$28,500 as a fee for services provided by SiteLogiQ in pursuit of a Design/Build Solar/Back Generator solution, a \$43,090 fee for the Dual Fuel Generator Engineering Design services by S&K, and \$1,402.50 for Alan Palermo's consulting services, totaling \$72,992.50.

There is currently \$177,007.50 allocated in the capital fund budget towards this project. Tonight's budget amendment resolution for \$111,150 includes the 10% contingency amount on the current project.

There is a second aspect of the project specific to the natural gas supply that would be constructed by Southern California Gas (SCG). Currently, SCG's project estimate is \$181,150.07. Staff is working with SCG on potential solutions to lower their cost estimates and /or evaluate if the City is eligible for any SCG grants or programs to help offset costs. Staff will return at a future meeting with updates on the SCG costs.

Recommendation:

Approve as presented.

Attachments:

1. ResolutionNo1402_DF_BackupGenereator_CIP_BudgetAmendment_F

RESOLUTION NO. 1402

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROLLING HILLS, CALIFORNIA AUTHORIZING A FISCAL YEAR 2025-2026 BUDGET MODIFICATION TO INCREASE APPROPRIATIONS BY \$111,150 IN FUND 40-949 FROM A TRANSFER OF GENERAL FUND RESERVES FOR PROVIDING CONSTRUCTION SERVICES ON THE CITY HALL EMERGENCY BACKUP DUAL-FUEL GENERATOR PROJECT

THE CITY COUNCIL OF THE CITY OF ROLLING HILLS, CALIFORNIA,
DOES HEREBY RESOLVE, DECLARE, DETERMINE, AND ORDER AS
FOLLOWS:

Section 1. Recitals.

A. It is the intention of the City Council of the City of Rolling Hills to review the adopted budget from time to time.

B. In June of 2023, the City Council adopted the fiscal year 2023-24 budget, which included funding of \$250,000 from General Fund reserves for a City Hall Solar/Battery Back-Up Project in the Capital Projects Fund (40-949).

C. On April 22, 2024, the City Council passed a motion (4/1) approving the pursuit of installing a dual-fuel emergency generator covering the entire City Hall campus.

D. On January 12, 2026 the City Council was presented with bids the City received regarding Construction Services for the City Hall Emergency Backup Dual-Fuel Generator Project, accepted the bid and approved a contract.

E. The lowest bidder meeting the Bid requirements was Pacific Power Engineering Technology Inc. with a base bid of \$288,150 including a 10% contingency.

F. The City desires to appropriate an additional One hundred eleven thousand, one hundred and fifty dollars (\$111,150) in Fund 40-949 from a transfer of General Fund Reserves for the City Hall Emergency Backup Dual-Fuel Generator Project.

Section 2. The sum of One hundred eleven thousand, one hundred and fifty dollars (\$111,150) is hereby appropriated in the Fund 40-949 from a transfer of General Fund Reserves for the City Hall Emergency Backup Dual-Fuel Generator Project.

Section 3. This Resolution shall take effect immediately upon its adoption by the City Council, and the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original resolutions.

PASSED, APPROVED, AND ADOPTED this 26th day of January, 2026

BEA DIERINGER
MAYOR

ATTEST:

CHRISTIAN HORVATH
CITY CLERK

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) §§
CITY OF ROLLING HILLS)

The foregoing Resolution No. 1402 entitled:

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF ROLLING HILLS, CALIFORNIA
AUTHORIZING A FISCAL YEAR 2025-2026
BUDGET MODIFICATION TO INCREASE
APPROPRIATIONS BY \$111,150 IN FUND 40-949
FROM A TRANSFER OF GENERAL FUND
RESERVES FOR PROVIDING CONSTRUCTION
SERVICES ON THE CITY HALL EMERGENCY
BACKUP DUAL-FUEL GENERATOR PROJECT**

was approved and adopted at a regular meeting of the City Council on the 26th
day of January 2026, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

CHRISTIAN HORVATH
CITY CLERK



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

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

Item: 13.A.

Meeting Date: 1/26/2026

To: City Council
From: Christian Horvath, Assistant to the City Manager / City Clerk
Thru: Karina Bañales, City Manager
Subject: Discussion on potential reconsideration of allowing Palos Verdes Peninsula Transit Authority's Dial-A-Ride services as a future option for Rolling Hills residents

Background:

On November 24, 2025, the City Council received and filed a public comment on non-agenda items requesting that the Council consider adopting Palos Verdes Peninsula Transit Authority's (PVPTA) Dial-A-Ride program as "an official transportation option to remove isolation and restore independence and freedom to our senior community." (Attachment B)

On December 1, 2025, Councilmember Mirsch requested that an item be agendaized to discuss potential participation in the program and provide any background information (costs, history, etc.) that could help the City Council determine what, if any, direction should be given to staff.

The City Council previously considered a proposal from the PVPTA regarding providing transit services to Rolling Hills residents on June 26, 2023 (Attachment A). At that time, PVPTA was willing to accept a transfer from the City's Proposition A Local Return funding to offset the annual costs to participate. As Rolling Hills does not utilize transit on the private roads, the City has historically exchanged its allocated Prop A Local Returns with interested agencies at \$.75 per \$1 of available funds with proceeds deposited into the Rolling Hills general fund.

Currently, the City has approximately \$141,000 in accumulated Prop A local return funds available to exchange.

Discussion:

The purpose of this agenda item is to allow the City Council to consider whether it wishes to further explore potential participation in the Palos Verdes Peninsula Transit Authority (PVPTA) Dial-A-Ride program. At this time, staff is not recommending participation in the program, nor is any action before the Council to approve funding or enter into an agreement.

Rather, this item is intended to provide information and to receive direction from the City Council on whether staff should proceed with a more detailed evaluation. Specifically, staff is seeking direction on whether to return at a future meeting with an in-depth analysis that would include, but not be

limited to, estimated costs, funding options (including the use of Proposition A Local Return funds), service parameters, administrative impacts, and potential benefits and drawbacks to the City and residents.

If directed to do so, staff would work with PVPTA to develop a comprehensive report that would allow the City Council to make an informed policy decision regarding whether participation in the Dial-A-Ride program is in the City's best interest.

Fiscal Impact:

None.

Recommendation:

Receive and file. Provide direction to staff.

Attachments:

1. Attachment A - CL_AGN_230626_CC_Agenda_Item15B_PVPTA_Dial-A-Ride
2. Attachment B - CL_AGN_251124_CC_BF_Item7A_PublicCommentNA_Redacted



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

Agenda Item No.: 15.B
Mtg. Date: 06/26/2023

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: ELAINE JENG,

THRU: DAVID H. READY

**SUBJECT: CONSIDER A PROPOSAL FROM PALOS VERDES PENINSULA
TRANSIT AUTHORITY TO PROVIDE TRANSIT SERVICES FOR
ROLLING HILLS RESIDENTS; AND PROVIDE DIRECTION TO STAFF**

DATE: June 26, 2023

BACKGROUND:

Palos Verdes Peninsula Transit Authority (PVPTA) provides mass transit services for the Peninsula serving key locations such as civic centers, schools, libraries, and shopping centers.

The current Chairman of the Board of PVPTA is Rancho Palos Verdes Councilmember David Bradley. PVPTA Administrator is Martin Gombert. Mr. Gombert reached out to staff, on behalf of Chair Bradley to discuss the city's interest in joining PVPTA.

One service offered by the PVPTA is the dial-a-ride (DAR). The DAR service goes anywhere on the Palos Verdes Peninsula that has a Palos Verdes address. The DAR service goes off the Palos Verdes Peninsula for medical purposes only. The service goes to all hospitals, medical buildings, and doctor's office in the following areas: Torrance, Harbor City, San Pedro, and Redondo Beach (primarily South Bay Medical Center on Prospect).

Included with this report is the PVPTA information sheet on the DAR service.

DISCUSSION:

To join PVPTA, Mr. Gombert provided an estimate of the participation cost as follows:

Funding per person	\$20.56
Rolling Hills Population	1,684
Rolling Hills Contribution	\$34,616

The "funding per person" was derived from the contribution from three other Peninsula cities divided by the combined population from the three cities.

FISCAL IMPACT:

Proposition A was approved by Los Angeles County voters in November 1980. It is a half-cent sales tax dedicated to transportation funding and was the first of its kind to address transportation challenges in Los Angeles County.

The Proposition A expenditure plan includes three categories: 25% to Local Return Programs, 35% to rail development and 40% to discretionary.

The City of Rolling Hills Proposition A Local Returns is approximately \$45,000 per fiscal year. If the City Council desires to participate in PVPTA to provide DAR service to the residents of Rolling Hills, PVPTA would accept the transfer of Proposition A Local Returns in lieu of cash.

In January 2023, the City Council approved an exchange involving a transfer of \$58,400 of Proposition A Local Returns to the City of Beverly Hills in exchange for \$43,800 of General Fund to the City of Rolling Hills. The exchange is in progress and should be finalized via wire transfer before June 30, 2023.

Historically, the city has exchanged Proposition A Local Returns with interested agencies, including PVPTA for General Fund (\$1 of Proposition A Local Returns to \$0.75 General Fund).

Based on Mr. Gombert's estimate for cost to participate, there is sufficient Proposition A revenue to join PVPTA commencing July 1, 2023.

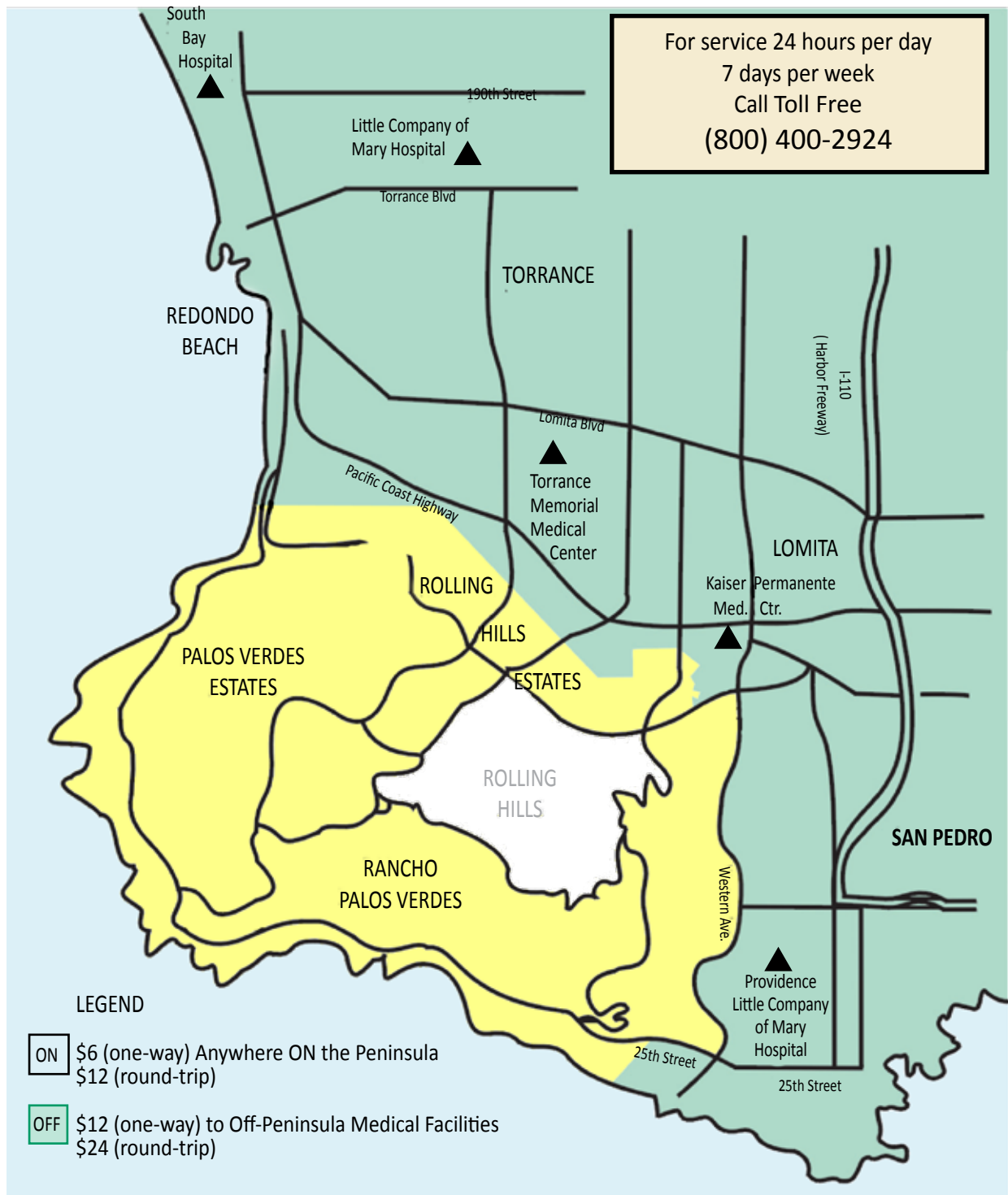
RECOMMENDATION:

Consider proposal and provide direction to staff.

ATTACHMENTS:

[route_map_2021.jpg](#)

[dial_a_ride_information_registration-2015.pdf](#)



Palos Verdes Peninsula

PVPTA

TRANSIT AUTHORITY

Your doorway to travel around the Palos Verdes Peninsula*

***OFF PENINSULA FOR MEDICAL PURPOSES ONLY**

(310) 544-7108

Serving
Seniors and Residents with disabilities in Palos Verdes Estates, Rancho Palos Verdes, Rolling Hills Estates and unincorporated Peninsula areas of Los Angeles County.

FOR MEMBERSHIP INFORMATION

www.palosverdes.com/pvtransit/



What Is the PV Transit Dial- A-Ride/ Dial- A-Lift Program?

This transportation service is a convenient way to travel around the Palos Verdes Peninsula area. Taxi cabs and ramp vans for the disabled are used to transport passengers on the Palos Verdes Peninsula and surrounding areas.

(Refer to the Service Area)

How is the service financed?

The Palos Verdes Peninsula Transit Authority (PVPTA) is an agency consisting of the cities of Rancho Palos Verdes, Palos Verdes Estates, and Rolling Hills Estates. These member cities and Los Angeles County fund the Dial- A-Ride /Dial-A-Lift services.

Who is eligible for this program?

Palos Verdes Peninsula residents who are seniors (62+) or disabled, are eligible to become members of this program and use the service. If you are under 62 years of age, you must complete a Physician's Verification Form provided by the PVPTA office.

How do I register for the program?

Before you can ride, you must register for membership and purchase rides by mail, or at the PV Transit office located at:
38 Crest Rd. West, Rolling Hills, CA 90274.
Membership takes approximately 5-10 days.

How much does it cost?

The registration fee is \$10

- When registering, and at the same time, you purchase rides for \$6.00 each, payable by check, or Visa/Master Card in the PVPTA office only. **A four (4) ride minimum applies to all new members.**
- You will be issued a TaxiCard and your purchased trips will be electronically applied to this card. Your rides never expire!
- A maximum of twenty-four rides can be purchased during a one month period. If you should need additional rides for medical reasons only, contact us – we will work with you!

Trips **ON** the Palos Verdes Peninsula:

- One ride fare is required for a one-way trip within the Palos Verdes Peninsula.
- Two ride fares are required for a round trip within the Palos Verdes Peninsula.

Trips **OFF** the Palos Verdes Peninsula are for medical purposes only into surrounding communities and back again (*see Service Area below*) and the ride fares are double as follows:

- Two ride fares are required for a one-way trip and four ride fares are required for a round trip.

Service area

Dial-A-Ride and Dial-A-Lift services are provided **ON the Palos Verdes Peninsula for any trip purpose.**

Dial-A-Ride and Dial-A-Lift service goes **OFF the Palos Verdes Peninsula for medical purposes only.** The service goes to all hospitals, medical buildings, and doctor's offices in the following

areas only: Torrance, Harbor City, San Pedro, Lomita and Redondo Beach (primarily South Bay Medical Center on Prospect Avenue).

Hours of service

Dial-A-Ride/Dial-A-Lift service operates 24 hours a day, seven days a week.

How to use the service

After you have received your membership confirmation and membership materials, you can now call for service. The Taxi Company phone number is located on the back of your TaxiCard and is: 1-800-400-2924. Identify yourself as a Palos Verdes Dial-A-Ride or Dial-A-Lift member and request service. You may also request a return ride at the same time, or simply call the 800 number again when you are ready to return. Passengers may have to wait 15-20 minutes for a ride. **Caretakers and/or escorts ride for free!**

REMINDER: One cannot travel between more than one point off the Palos Verdes Peninsula without returning to the original pick-up point in Palos Verdes, most commonly the members home address. If you do request an additional ride to the driver, it will be the members responsibility to personally pay for this portion of your trip. The driver cannot accept your TaxiCard for this extra added on service.

PLEASE REMEMBER: Your rides are prepaid! **Never** pay the Taxi driver cash for your ride except for tip. The Taxi driver only needs to swipe your TaxiCard **once** regardless of poor transmission on a given day, or due to the Palos Verdes terrain. The Taxi transmission will go into the Taxi memory to be retrieved after leaving the area!

PV TRANSIT

P.O. Box 2656

Palos Verdes Peninsula, CA 90274-7109

Tel: (310) 544-7108 Fax (310) 544-7109

Last Name

First Name

M.I.

Street Address

City

Zip

Telephone No. () _____

Cell Phone No. () _____

Age _____ Birthdate _____/_____/_____

PERSON TO CALL IN CASE OF EMERGENCY:

Name _____

Relationship _____

Telephone No. () _____

NOTE:

To avoid your registration form being returned back to you, please enclose your personal check for payment along with your COMPLETED form

PLEASE CHECK ALL THE APPLICABLE BOXES BELOW:

- | | |
|---|---|
| ☐ Wheelchair bound | ☐ Hearing Impaired |
| ☐ Wheelchair folds
to ride in car | ☐ Visually Impaired |
| ☐ Cane / Crutches | ☐ Alzheimer's Disease |
| ☐ Walker | ☐ Travels with Caretaker |
| ☐ Ambulatory | ☐ Disabled |
| | ☐ Age under 62 years |

SPECIAL INSTRUCTIONS

For PVPYA USE ONLY:

DAR/DAL REG:# _____

TaxiCard # _____

388



P rogram Information

The Palos Verdes Transit Authority Dial-A-Ride/Dial-A-Lift Card Program was established to assist program members with a quick and easy way to travel. Once you are registered to be a member of the program you should receive your new Taxi Swipe Card within 5-10 business days.

Do Not Lose Your Card !
Keep it in a Safe Place.

N ew Program Benefits

- No more lost coupons
- You always know how many trips are left on the swipe card
- You can manage your trips more effectively
- You do not need to buy a new set of vouchers if your card is lost
- Better tracking of trips

F requently asked Questions

How do I schedule a pick-up?

You will call the designated number located on the back of your swipe card to schedule a trip.

How do I use my card?

Your card must be presented at the pick up and drop off. If your card does not have a picture, the driver will require you to show your identification. Please be sure to carry your card or you may be denied service.

Can I share a ride with someone?

Dial-A-Ride/Dial-A-Lift does allow for you to share a ride at no charge (caretaker, escort) but you must meet the following criteria:

- Are picked up and dropped off at the same point
- You cannot lend your card to a friend or family member

Can my cab wait for me?

No. Sorry! The service does not allow any wait time. You will have to call again for another cab to pick you up. Round trips are not allowed on one swipe.

Should I get a receipt?

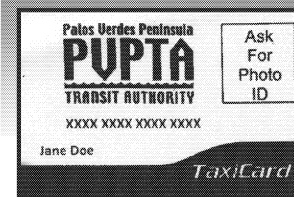
Yes! This allows you and the driver to know that the trip was authorized and how many trips are remaining on your account.

Who should I call if I have questions or comments?

The PV Transit office at (310) 544-7108.

DIAL-A-RIDE and DIAL-A-LIFT

NOTICE: NEW PROGRAM INFORMATION



Palos Verdes Peninsula
PVRTA
TRANSIT AUTHORITY

www.palosverdes.com/pvtransit/

Dial-A-Ride/Dial-A-Lift

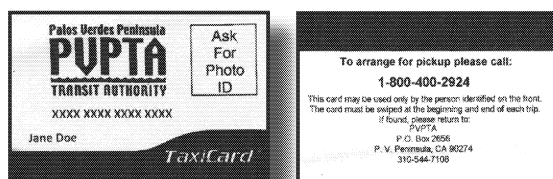
Safe...Reliable...Convenient

How the Program Works

The purpose of the Dial-A-Ride/Dial-A-Lift Swipe Card Program is to increase program efficiencies and assist riders with a convenient and easy, convenient way to travel.

- When you become a member of the program, you will be issued a swipe card.
- Trips may be purchased in person at the PV Transit office located at 38 Crest Road West, Rolling Hills, CA 90274, or by mailing your check to: P.O. Box 2656, PVP, CA 90274.
- Your purchased trips will be applied to your new swipe card immediately.
- You will be able to call a designated 800 number shown on the back of your new swipe card to make reservations and taxi or van service will be provided as requested.

- Simply present the swipe card to the driver and it will be used to pay for taxi or van within approved boundaries.
- The driver will stop at the boundaries and swipe your card. The trips will then be immediately deducted from your card and you will receive a receipt.
- Always make sure you get your card back from the driver!
- If you have any questions or comments, please call the PV Transit office at (310) 544-7108.



NOTICE: DAR/DAL service goes off the Palos Verdes Peninsula for medical purposes only. The service goes to all hospitals, medical buildings, and doctors offices in the following areas: Torrance, Harbor City, San Pedro, Lomita and Redondo Beach (primarily South Bay Medical Center on Prospect).

To get to your destination

1. Call (800)400-2924 to reserve a ride
2. Present your new swipe card for proof of membership
3. Allow the driver to swipe your card
4. Always make sure the driver gives your card back to you



Once you get to your destination

1. Present your card again to the driver
2. Allow the driver to swipe your card
3. Sign the receipt
4. Keep a copy of the receipt
5. Always make sure the driver gives your card back to you



From: [Elizabeth R](#)
To: [City Clerk](#)
Cc: [REDACTED]
Subject: For Council meeting 11/24/15, public input on issues: Removing isolation and restoring freedom to seniors
Date: Monday, November 24, 2025 2:59:37 PM
Attachments: [PV Dial A Ride Fact Sheet GRAPHIC.pdf](#)

Caution: The sender name (Elizabeth R) is different from their email address (ealrussell@gmail.com), which may indicate an impersonation attempt. Verify the email's authenticity with the sender using your organization's trusted contact list before replying or taking further action.

Secured by Check Point

Good evening Mayor, Council Members, and Staff.
Thank you for the opportunity to speak tonight.

I am writing on behalf of my [REDACTED] mother who has been a resident of Rolling Hills for over 25 years. I'm here to respectfully request that the Council consider adopting **PV Dial-A-Ride** as an official transportation option to remove isolation and restore independence and freedom to our senior community.

1. Rolling Hills Has an Aging Resident Base — and Real Mobility Needs

Rolling Hills is a community with a notably older population. A third of our residents are over 65 (half over 55) years old, many of whom wish to age in place and continue living independently. Yet as we get older, driving becomes more difficult, and alternatives become more essential—for mobility, for medical care, and for dignity.

2. A Personal Story — Why This Matters Now

I'd like to share briefly why this issue is so important to me personally.

My mother is [REDACTED] **years old**. She is deaf and partially blind—she recently did not pass the vision portion of her DMV test. When her caregiver is here, she can get to her doctor appointments, her pharmacy, even small social outings. But when her caregiver takes a vacation, my mother becomes **effectively housebound**. She cannot drive. She cannot simply call an Uber—she needs assistance, consistency, and predictable costs.

A service like **PV Dial-A-Ride** would enable her to continue attending medical appointments **safely, reliably, and at a cost she can afford**. And I know my mother is not the only resident in this city who faces this challenge.

3. PV Dial-A-Ride Is Low-Cost and Highly Accessible

PV Dial-A-Ride is already operating successfully across the Peninsula. For residents:

- Registration is **\$10 per year**
- Rides are **\$6 each way** on the Peninsula
- It offers **door-to-door service**
- And it is designed **specifically for seniors and people with disabilities**

This is one of the most affordable transportation options available to seniors anywhere in the county.

4. No Operational Burden to Rolling Hills

Importantly, adopting PV Dial-A-Ride does *not* require Rolling Hills to run its own transportation system.

It is already operated by the Palos Verdes Peninsula Transit Authority and used by our neighboring cities—Rancho Palos Verdes, Rolling Hills Estates, and Palos Verdes Estates.

We would be joining an existing, functioning regional program that already serves our area.

5. A Small Change with Big Benefits

By joining PV Dial-A-Ride, the City would:

- Expand mobility for seniors
- Reduce isolation
- Support medical access
- Provide a lifeline for residents who cannot drive
- And demonstrate that Rolling Hills cares about the well-being of its aging community

All at a very modest cost.

6. Closing

I respectfully ask the Council to agendize this issue and direct staff to explore the steps needed for Rolling Hills to participate in PV Dial-A-Ride. This service would be life-changing for my mother—and profoundly beneficial for many other residents like her.

Thank you for your time and for your commitment to supporting all members of our community.

(END of ORAL PORTION)

Dear City Clerk,

Please print out the attached info graphic "PV Dial A Ride Fact Sheet" to distribute to the public.

Thank you,

Elizabeth R [REDACTED]

[REDACTED] landline

On behalf of [REDACTED]

[REDACTED]

Rolling Hills, CA 90274

FACT SHEET: Why Rolling Hills Should Adopt PV Dial-A-Ride

Prepared for: Rolling Hills City Council

Prepared by: Elizabeth Russell

Date: November 24, 2025

■ What Is PV Dial-A-Ride?

PV Dial-A-Ride is a door-to-door transportation service operated by the Palos Verdes Peninsula Transit Authority (PVPTA). It serves seniors, individuals with disabilities, and residents needing mobility assistance. It is already used in Rancho Palos Verdes, Rolling Hills Estates, and Palos Verdes Estates.

Cost Snapshot

\$10	Annual Registration
\$6	Per One-Way Peninsula Trip
Free	Caregivers / Escorts
7 Days/Week	Extended Hours

■ Why Rolling Hills Needs This Service

Rolling Hills has a senior population well above the county average. Many residents aged 65+ wish to age in place but face transportation barriers. Without a safe, reliable option, residents are at risk of isolation, limited mobility, and reduced access to essential services.

■ A Real Resident Case

A 93-year-old resident—deaf, partially blind, and no longer able to drive—becomes housebound whenever her caregiver is unavailable. PV Dial-A-Ride would allow her to attend medical appointments, pick up prescriptions, and maintain independence.

■ Benefits to the City of Rolling Hills

• No operational burden (managed by PVPTA) • No need to create a city-run program • Improves safety for seniors who should no longer drive • Supports health care access and reduces isolation • Aligns with neighboring cities • Low-cost, high-impact investment

■ Requested City Council Action

1. Place PV Dial-A-Ride on a future agenda. 2. Direct staff to explore partnership with PVPTA. 3. Evaluate costs, logistics, and potential impact. 4. Conduct community outreach to determine resident demand.

■ Key Takeaway

PV Dial-A-Ride is a low-cost, high-impact mobility solution supporting Rolling Hills' aging population without requiring new city infrastructure. For many seniors, it is essential.



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

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

Item: 14.A.

Meeting Date: 1/26/2026

To: City Council
From: Benjamin Johnson , Code Compliance Officer / Planning Technician
Thru: Karina Bañales, City Manager
Subject: Receive and file the Code Compliance Quarterly Report for the Fourth Quarter of 2025 (October 1 - December 31)

Background:

The Code Compliance Division provides quarterly updates on cases, including dead vegetation and other code violations. The attached reports summarize cases opened and closed during the fourth quarter (October 1 through December 31), as well as a cumulative list of open cases.

Discussion:

During the fourth quarter of 2025, two new code cases were opened (Attachment A). Since the last quarterly update, the Code Compliance Officer has been managing three open cases (Attachment B). When property owners remain unresponsive and fail to comply, cases are referred to the City Attorney's Office for further action. As a result, five cases have been assigned to the City Attorney for review (Attachment C), bringing the total to eight active cases.

A total of one case was closed during this quarter (Attachment D). Since January 2025, thirty-six cases have been closed, including one that originated in 2023 (Attachment E).

Fiscal Impact:

None.

Recommendation:

Receive and file.

Attachments:

1. Attachment A - CE_QRP_2025_FourthQuarter_260121_OpenCases
2. Attachment B - CE_QRP_2025_FourthQuarter_260121_ALL_OpenCases
3. Attachment C - CE_QRP_2025_FourthQuarter_260121_CityAttorney
4. Attachment D - CE_QRP_2025_FourthQuarter_260121_ClosedCases
5. Attachment E - CE_QRP_2025_FourthQuarter_260121_ALL_ClosedCases



City of Rolling Hills
Open Cases
Fourth Quarter Update

Case #	Case Date	Case Status	Address of Violation	Description
472	10/24/25	Open	8 Possum Ridge Rd	Aggressive dog
467	11/26/25	Open	65 Portuguese Bend Rd	House in disrepair

Total: 2



City of Rolling Hills
All Open Cases
Fourth Quarter Update

Case #	Case Date	Case Status	Address of Violation	Description
467	11/26/25	Open	65 Portuguese Bend Road	Property in disrepair
472	10/24/25	Open	8 Possum Ridge Road	Aggressive dog
465	8/21/25	Open	6 Saddleback Road	Portable toilet, dead trees, dilapidated fence

Total: 3



City of Rolling Hills
City Attorney Cases
Fourth Quarter Update

Case #	Case Date	Case Status	Address of Violation	Description	Notes
367	7/13/23	City Attorney	79 Eastfield Dr	Unfinished construction	Demolition company are in the process of finishing the demolition and clean-up.
453	5/1/25	City Attorney	6 Running Brand Road	Attractive nuisance	Owner & architect are working on repairing wall and removing debris.
443	2/27/25	City Attorney	77 Portuguese Bend Road	Dried & overgrown vegetation	Owners have made clean-up progress; City Staff are working to schedule an inspection.
421	8/27/24	City Attorney	7 Portuguese Bend Road	Unpermitted storage container	Code Compliance Officer is working with City Attorney to figure out next steps.
407	5/28/24	City Attorney	10 Flying Mane Road	Illegal grading & retaining walls	Code Compliance Officer is working with City Attorney to reinspect and figure out next steps.

Total: 5



City of Rolling Hills
Closed Cases
Fourth Quarter Update

Case #	Case Date	Case Status	Address of Violation	Description
452	04/22/25	Closed	2 Crest Road East	Dead tree

Total: 1



City of Rolling Hills
All Closed Cases
Fourth Quarter Update

Case #	Case Date	Address of Violation	Description	Case Closed
452	4/22/2025	2 Crest Rd E	Dead tree	1/6/2025
466	9/4/2025	2 Bowie Rd	Sewage Odor	10/10/25
364	6/22/2023	4 Possum Ridge Rd	Unpermitted work & grading	10/8/25
464	8/21/2025	5 Ringbit Rd	Overnight parking	8/26/25
463	8/12/2025	5 Ringbit Rd	Unpermitted construction	8/21/2025
462	8/5/2025	11 Saddleback Rd	Unpermitted construction	8/14/2025
460	6/24/2025	14 Caballeros Rd	Overgrown vegetation/broken fence	7/8/2025
459	6/24/2025	12 Caballeros Rd	Overgrown vegetation	7/24/25
457	6/24/2025	91 Crest Rd E	Overgrown vegetation	6/17/2025
456	6/3/2025	4 Spur Lane	Overgrown vegetation	7/17/2025
455	6/3/2025	2910 Palos Verdes Dr N	Overgrown vegetation	6/24/2025
454	5/6/2025	35 Eastfield Dr	Unpermitted Storage container	5/27/2025
451	4/10/2025	26 Cinching Rd	Illegal draining down driveway	6/12/2025
450	4/8/2025	Teddy's Trail	Fallen electrical cable	4/8/2025
449	4/3/2025	35 Chuckwagon Rd	Unpermitted structure	10/23/2025
448	3/27/2025	6 Ringbit Rd W	Dead tree located on a slope	4/22/2025
447	3/27/2025	8 Bowie Rd	Misc. Debris Fire Hazard	8/28/2025
446	3/20/2025	4 Maverick Ln	Dead tree	5/22/2025
445	3/11/2025	28 Caballeros Rd	Overnight Parking	3/31/2025
454	5/6/2025	35 Eastfield Dr	Unpermitted storage container	5/27/2025
440	2/20/2025	67 Saddleback Rd	Overgrown palm fronds	4/15/2025
439	2/6/2025	6 Saddleback Rd	Dead trees on the property	7/15/2025
417	8/20/2024	74 Portuguese Bend Rd	Unpermitted storage container	4/22/2025
416	8/20/2024	56 Portuguese Bend Rd	Unpermitted storage container	4/22/2025
438	2/6/2025	1 Acacia Ln	Dead vegetation	6/19/2025
437	2/4/2025	48 Saddleback Rd	Overgrown palm fronds	2/20/2025
436	1/30/2025	88 Saddleback Rd	Dead tree along the roadside	3/6/2025



City of Rolling Hills
All Closed Cases
Fourth Quarter Update

435	1/30/2025	44 Portuguese Bend Road	Dead tree along roadside	4/1/2025
434	1/23/2025	12 Crest Road E	Pine trees sprouted on property	3/25/2025
433	1/21/2025	59 Eastfield Dr	Dead vegetation	3/20/2025
425	11/19/2024	15 Bowie Rd	Miscellaneous debris in front of property	3/6/2025
432	1/14/2025	25 Portuguese Bend Rd	Dead Tree	1/24/2025
401	1/14/2025	8 Quail Ridge Rd N	Unpermitted building	10/23/2025
431	1/7/2025	74 Saddleback Rd	Overgrown/dried vegetation	1/14/2025
361	6/13/2023	7 Chuckwagon Rd	Aggressive animal (Dog)	10/23/2025

Total: 36



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

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

Item: 14.B.

Meeting Date: 1/26/2026

To: City Council
From: Christian Horvath, Assistant to the City Manager / City Clerk
Thru: Karina Bañales, City Manager
Subject: Receive and file an update on recent legislative changes impacting key Brown Act provisions under Senate Bill 707

Background:

On October 3, 2025, Senate Bill 707 (SB 707) was signed by Governor Newsom, bringing significant changes to many public agencies' meetings in 2026. SB 707 is intended to diversify and increase public engagement in local government, and to modernize the Ralph M. Brown Act in light of technological advancements.

SB 707 amends numerous provisions of the Brown Act and places new restrictions, expectations, and duties upon legislative bodies. The changes are best understood in terms of what only applies to "eligible legislative bodies" versus what generally applies to all legislative bodies.

Rules Specific to Eligible Legislative Bodies

The most significant changes in SB 707 will apply to an "eligible legislative body," which is defined as any of the following:

1. A city council of a city with a population of 30,000 or more,
2. A board of supervisors of a county, or a city and county, with a population of 30,000 or more,
3. **A city council of a city located in a county with a population of 600,000 or more, and**
4. A board of directors of large special districts meeting certain thresholds based on boundary areas, population, number of employees and/or revenues.

Practical Considerations:

It should be noted that the requirements applying to "eligible legislative bodies" only impact the main governing body of those agencies, **not** all legislative bodies that are part of the agency. By example, the requirements would only affect the City Council, **not** the Planning Commission, Traffic Commission or other standing and advisory committees.

- **Two-Way Remote Attendance and Disruption Procedures**

Unlike earlier versions of the Brown Act, the new law now requires eligible legislative bodies to offer hybrid meetings. This means the public must be able to participate through a two-way

phone or video platform, unless the technology is not available at the meeting location or the meeting qualifies for an exemption, such as a field trip.

On or before July 1, 2026, an eligible legislative body must also approve in an open session a policy regarding disruption of the above-mentioned services or platform and efforts to restore service. If a disruption prevents the public from attending a meeting, the body must take a recess and try to restore service for at least one hour. Afterward, it must adopt a finding by roll call vote confirming that good-faith efforts were made to fix the issue and that resuming the meeting serves the public interest more than delaying it further.

Furthermore, this bill allows a legislative body or its presiding officer to also remove or limit participation from individuals engaging in disruptive behavior, regardless of whether the individual is attending in-person or via two-way audiovisual or telephonic services.

- **Outreach**

This bill will now require eligible legislative bodies to take specific actions to encourage residents to participate in public meetings, including:

- Provide a system for electronically accepting and fulfilling requests for meeting agendas;*
- Have an accessible internet web page dedicated to information concerning public meetings and how members of the public may participate, including a link to the page on the agency's home page;* and
- Make reasonable efforts to invite groups that do not traditionally participate in public meetings to attend those meetings, such as outreach to media organizations serving non-English-speaking communities or civic engagement organizations. The legislative body has broad discretion to implement these efforts.

- **Language Translation and Interpretation**

Eligible legislative bodies must also:

- Translate the agenda and instructions on how to participate in meetings into any language spoken jointly by 20 percent or more of an applicable population that also speaks English less than "very well" according to the American Community Survey;
- Provide reasonable assistance to members of the public who wish to use personal interpreters, such as arranging space for interpreters and allowing extra time for interpretation;
- The new web page requirements for web pages dedicated to information concerning public meetings must be translated into any language spoken jointly by 20 percent or more of an applicable population that also speaks English less than "very well" according to the American Community Survey;*
- Make a physical location, within reasonable proximity to the location where the agenda is posted, freely accessible to the public so the public may post additional translations of that agenda.

Note: Currently, Rolling Hills does not meet the above threshold per the most recent U.S. Census Data (English only: 74.8%, Spanish: 2.7%, Other Indo-European languages: 7.7%, Other languages: .5%)

Rules Applicable to Legislative Bodies in General

While the rules above apply to eligible legislative bodies, the following rules apply to legislative bodies more broadly and generally.

- **Teleconferencing Updates**

SB 707 reorganizes and expands the teleconferencing provisions of the Brown Act, adding some uniformity to noticing, disclosure, accessibility, and public comment requirements for certain types of teleconferencing. For example, SB 707 revises and restates the existing teleconferencing provisions for states of emergency, just cause, and emergency circumstances, and expands coverage to include:

1. States of emergency declared by localities, and
2. Just cause allowances, including physical or family medical emergencies preventing in-person attendance, and military service. The new law also continues the availability of teleconferencing for neighborhood councils, student body community college associations, and student-run community college organizations.

In addition, SB 707 would allow agencies to permit attendance by a member of the legislative body via teleconferencing as a reasonable accommodation under applicable law, including the Americans with Disabilities Act (ADA). Those attending in accordance with this section must still disclose any present adults and their relationship to them and participate via audio and camera, unless their disability prevents such.

The new law also authorizes remote teleconference meetings by “eligible subsidiary bodies” of local agencies, as long as the subsidiary bodies comply with certain requirements. This compliance is defined as having at least one physical location for the meeting, requiring that members attending remotely appear on camera, and requiring the legislative body that created the subsidiary body to make certain findings prior to authorizing fully remote meetings and at least every six months thereafter. Under SB 707, an “eligible subsidiary body” includes only advisory bodies that cannot take certain final actions and do not have primary subject matter jurisdiction on elections, budgets, police oversight, privacy, library material restrictions, or taxing or spending proposals.

Similarly, SB 707 allows remote teleconference meetings by “eligible multi-jurisdictional bodies” if certain requirements are met, including at least a quorum of the body participating from one or more physical locations that are open to the public, and that members who participate remotely do not receive compensation for attendance. There are also limits on the number of times a member may participate remotely. Under the law, an “eligible multi-jurisdictional body” means a legislative body that includes representatives from more than one local agency, or a legislative body of a joint powers agency.

Finally, SB 707 clarifies that the term “teleconference” does not apply when one or more members of a legislative body watch or listen to a meeting via webcasting, without the ability to interactively speak or discuss.

Note: The limits for just cause teleconferencing applicable to Rolling Hills Councilmembers allow a member to attend up to five meetings per year remotely due to the Council meetings held twice a month.

- **Other Changes**

Copies of the Brown Act: Existing law encourages agencies to provide copies of the Brown Act to each member of a legislative body. SB 707 will now require agencies to provide a copy of the Brown Act to any person elected or appointed as a member of a legislative body.*

Harsher Restrictions: Removes a requirement that members of an appointed legislative body must be appointed by or under the authority of the elected legislative body in order for the legislative body to impose harsher open and public meeting requirements.

Special & Emergency Meetings: Removes a requirement that only specified legislative bodies must comply with the internet website posting and notice requirements for special or emergency meetings, and thus imposes the same posting and notice requirements on all legislative bodies.

Extends the Social Media Rules Indefinitely: Existing law permits a member engaging in separate conversations or communications outside of a meeting with any other person using an internet-based social media platform for specified purposes. However, this is provided that the majority of members do not use the platform to discuss business of a specific nature that falls within the subject matter jurisdiction of the legislative body. This bill makes this exception indefinite.

Notably, some other updates or changes enacted by SB 707 do not actually alter the substance of the law, but simply move and regroup the information into a more readable and trackable format within the Brown Act. These changes were intended to address common complaints and overall feedback on the organization of the Brown Act.

Please note that most updates to the Brown Act under SB 707 will become effective on January 1, 2026, while those specifically applying to eligible legislative bodies will take effect on July 1, 2026. Further, some provisions of SB 707 will expire on January 1, 2030, unless later extended by the Legislature.

**The City of Rolling Hills is already compliant.*

Discussion:

None.

Fiscal Impact:

Staff is working on solutions to upgrade and improve the Council Chambers audio/visual system and functionality to comply with SB707, but also to ensure future-proofing, potential Emergency Operations Center needs, and improve systems for general use of the room.

Staff will return at a future meeting with a report on potential changes to share with the Council.

Recommendation:

Receive and file.

Attachments:

None



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

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

Item: 14.C.

Meeting Date: 1/26/2026

To: City Council
From: Karina Bañales, City Manager
Thru: Karina Bañales, City Manager
Subject: Consideration of a 2026 City Council Strategic Planning Workshop

Background:

In January 2022, the City Council conducted a Strategic Planning Workshop to evaluate the City's progress on priorities established in 2020 and to identify policy and operational priorities for the following two fiscal years (Attachment A). That workshop provided a forum for the Council to review major initiatives related to wildfire mitigation and emergency preparedness, utility undergrounding, drainage compliance, sewer planning, capital improvements, staffing, and resident services. The workshop also allowed the Council to assess how prior strategic goals had been implemented and to adjust the City's work program based on changing regulatory, financial, and operational conditions.

Since that time, the City has continued to advance many of those initiatives, including wildfire risk reduction, infrastructure planning, compliance with state and federal mandates, and improvements to City facilities and services. However, the City is now approaching a new year, which allows the City Council to revisit emergency preparedness, infrastructure investments, regulatory compliance, and long-term service delivery.

As the City prepares for Fiscal Years 2026-2027 and beyond, a new strategic planning effort would provide the Council and staff with an opportunity to review the status of ongoing projects, assess emerging challenges, and establish updated priorities to guide budget development, staffing, and capital planning.

Discussion:

For the purposes of this evening's discussion, staff is seeking direction from the City Council on whether to convene another Strategic Planning Workshop in 2026. A workshop would allow the Council to engage in focused, policy-level discussion on the City's current projects, fiscal outlook, regulatory obligations, and long-term priorities, and to identify areas where adjustments or new initiatives may be warranted.

If the City Council expresses interest in proceeding, staff will return to a future City Council meeting with proposed dates and a draft agenda framework. The proposed workshop would be structured to include an overview of current City projects and initiatives, a review of financial and staffing

considerations, and a facilitated discussion on future priorities and policy direction for the City.

Fiscal Impact:

None.

Recommendation:

Discuss and provide direction to staff.

Attachments:

1. Attachment A - CL_AGN_22.01.22_CC_SP_Agenda_Items6ABC



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

Agenda Item No.: 6.A

Mtg. Date: 01/22/2022

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: ELAINE JENG, CITY MANAGER

THRU: ELAINE JENG P.E., CITY MANAGER

SUBJECT: REVIEW CITY COUNCIL ESTABLISHED PRIORITIES FROM THE 2020 STRATEGIC PLANNING WORKSHOP; AND EVALUATE CITY ACTIONS AND ACTIVITIES SINCE JANUARY 2020 SUPPORTING THE ESTABLISHED PRIORITIES.

DATE: January 22, 2022

BACKGROUND:

In January 2020, the City Council held a strategic planning workshop. Included with this staff report is the presentation provided to the Council at the workshop, and notes from the workshop. At the end of the workshop, the Council established four priorities for the city for fiscal years 2020-2021 and 2021-2022 as follows:

1. Wildfire Mitigation/Emergency Preparedness
2. Utility Undergrounding
3. Drainage
4. Sewer

The staff report from the April 27, 2020 City Council meeting expanded on the priority categories above and listed budget items for FY 2020-2021 to support the priorities. As a part of the FY 2020-2021 budget adoption, and FY 2021-2022, the Council also approved a three year Capital Improvement Plan (CIP) to support the priorities.

DISCUSSION:

WILDFIRE MITIGATION/EMERGENCY PREPAREDNESS

In 2020, the Council adopted a Community Wildfire Protection Plan (CWPP). The CWPP was in the works eight years prior but never got off the ground. The CWPP is a guiding document for getting the community involved in being emergency prepared. The Council also allocated between \$50K to \$65K to the emergency preparedness budget, including the Block Captain Program for FY 2020-2021, and FY 2021-2022. Also in 2020, the City received grant funds for three projects all supporting wildfire mitigation: CWPP, Crest Road East Utility Undergrounding, and Vegetation Management in the Canyons. (The CWPP was prepared in-house by staff, resulting in an overall savings to the City. The grant was returned.) The Council also allocated additional funds to eliminate fuel/create a fire break in

the Nature Preserve in the areas closest to the the Rolling Hills border (Phase 1 maintenance, Phase 2 capital and maintenance and Phase 3 capital), an approximate 40 acre area.

In 2021, the Council funded hardening the home education videos. Staff worked with the Los Angeles County Fire Department to commence the roadside vegetation clearance inspections, and complimentary home hardening inspections. The Council also funded vegetation management education videos, the Emergency Information System (EIS - collection of contact information for all residents in Rolling Hills), feasibility of an outdoor alert (siren) system, and the evacuation procedures brochure. Staff worked with the Rolling Hills Community Association (RHCA) to improve cell communication throughout the community by the way of Crown Castle. Staff also worked with adjacent Peninsula Cities via the Public Safety Committee, and the Regional Law Committee to prepare an evacuation map for the Peninsula. The Council also directed the Fire Fuel Committee to find additional approaches to engage the community on wildfire mitigation measures. Staff engaged Republic Services to hold two communal events per year. In support of wildfire mitigation, the RHCA holds two chipping events per year and automated the Crest Road East gate. The Fire Fuel Committee is working on hiring experts to provide education site tours on fuel management for properties abutting canyons. The Fire Fuel Committee is also working on an ordinance aimed to reduce fire fuel in the community.

UTILITY UNDERGROUNDING

In 2020, staff continued hold monthly meetings with utility companies to monitor the progress of the Eastfield Assessment District to underground approximately ten utility poles. Staff also worked with expert consultants to educate the residents in the district on the project process, and project funding options. The City Council established a resolution specifying the amount of contribution from the city to single pole undergrounding, and assessment district projects. The City Council also executed an memorandum of understanding (MOU) with the RHCA on contribution amounts from both organizations for assessment district projects. The City was awarded approximately \$1.5M grant to underground approximately ten utility poles along Crest Road East. Staff worked with CalOES and FEMA personnel to supply information to the City's other grant for Eastfield Drive Utility Undergrounding Project that will underground approximately 16-18 utility poles along Eastfield Drive.

In 2021, staff continued the monthly meetings with utility companies and also held educational workshops for residents interested in creating an assessment district to underground utility poles. Staff worked with residents of the Eastfield Utility Assessment District, the experts, and the City Council to bring the project to a vote. The project was voted down by the residents. Design work commenced on the Crest Road East Utility Undergrounding Project with Southern California Edison (SCE) and other communication companies. Frontier is disputing the Crest Road East project qualifies for CPUC Tariff 33 where the ratepayers pay for the undergrounding. The City Attorney is corresponding with Frontier. Staff continued to work with CalOES and FEMA personnel to supply information to the City's other grant for Eastfield Drive Utility Undergrounding Project that will underground approximately 16-18 utility poles along Eastfield Drive. In 2021, the environmental assessment for the Eastfield Drive Utility Undergrounding Project was completed, and the Council executed a MOU with FEMA to comply with specified requirements during construction of the project. FEMA informed the City that the city's grant application has been moved to the fund award phase.

DRAINAGE

In 2020, the City Council received a proposal from an expert on diverting stormwater discharge from the City to Machado Lake (Bent Springs Canyon Project). The strategy discussed was to diver all the discharges to the receiving waters to eliminate the need for the City to comply with water quality standards in the Harbor, Machado Lake, and the Santa Monica Bay. The review of the Bent Springs

Canyon project showed the project was too costly and the Council took a different approach. The Council allocated funds to investigate the amount of stormwater discharge, and the water quality of discharges if any, to the receiving waters. The Council authorized a monitoring station in the Sepulveda Canyon. To minimize stormwater discharge, the City Council also discussed the need to retain additional stormwater discharge beyond Low Impact Development (LID) requirements per parcel. McGowan Consulting prepared a hydromodification technical memo and this led to the planning of a Planning Commission, and City Council workshop.

In 2021, after one year of monitoring data, and with no flow, the Council directed staff to present the data to the Regional Water Quality Board for consideration. Additionally, with a new stormwater (MS4) permit in effect, the compliance provision that the City elected in 2001 was revisited. The Council directed staff to participate in the Peninsula Enhanced Watershed Management Program (EWMP) and appealed to the Regional Water Quality Control Board to use the lack of flow in the Sepulveda Canyon as compliance strategy for Machado Lake. The City Council also directed staff to seek the City of Torrance's concurrence to design the Torrance Airport Infiltration Project in increments to allow Rolling Hills to participate if the Water Quality Control Board rejects the approach that Rolling Hills has zero or minimal stormwater discharges out of the city. In September 2021, the Planning Commission and the City Council held a workshop. At the workshop, the City Council directed the Planning Commission to find opportunities to retain additional stormwater on private property to minimize overall stormwater discharges from the City. McGowan Consulting is working with staff on conditions of approval language or possible code amendment to support this directive.

SEWER

In 2020, the City Council accepted the Phase 2 Sewer Feasibility Study as complete. The study secured two Will-Serve Letters from the Los Angeles County Sanitation District. The first Will Serve Letter allowed the City to discharge effluent from the City Hall campus including the Tennis Courts and Main Guard House. The second Will Serve Letter allowed the City to discharge effluent from 235 homes in the community. The Council authorized the released a Request for Proposal for the design of the 8" sewer main along Rolling Hills Road and NV5 was hired. The engineering design commenced and was coordinated with adjacent cities.

In 2021, the engineering design of the 8" sewer main progressed to 100% completion. The design is being commented by adjacent cities. Staff presented the City Council with a proposal for a firm to seek grants to fund the construction of the 8" sewer main but the proposal was placed on hold. In the meantime, two residents along Williamsburg Lane and Middleridge Lane proposed to construct private sewer mains along these two streets, and requested the City to conduct a feasibility study to discharge the effluent. The residents expressed that they were interested in such project years ago but because the lack of Will Serve Letters from the Los Angeles County prevented the residents' project to progress. The Council authorized a third feasibility study on discharge options for the residents' proposed project and the final study was presented to Council in January 2022. The Council also authorized staff to release a community survey on the City implementing sewer mains. The results of the survey was presented to the City Council in June 2021.

The above is a brief summary of the activities and events in 2020 and 2021 that took place in support of the Council's established priorities. That are other priorities such as communicating with the residents, shorter City Council meetings, revisit the view ordinance, minimize risk and potential liabilities (ADA compliance, Housing Element compliance, and SB 9 compliance), and refund the residents (how to best spend the General Fund surplus). Staff will have data relating to these other sub-priorities at the workshop.

FISCAL IMPACT:

There is no fiscal impact to holding a strategic planning workshop as the workshop will be facilitated by internal staff.

RECOMMENDATION:

Review with staff.

ATTACHMENTS:

[SP_PPStrategicPlanningWorkshop_2020-01-25.pptx](#)
[SP_2020-Jan-25_StrategicPlanningNotes.pdf](#)
[SP_2020-Jan-25_StrategicPlanningNotes2.pdf](#)
[SP_2020-04-27_StaffReport.pdf](#)
[StrategicPlanningWorkshopBudgetItems_2020-04-27.pdf](#)
[1_SP_2022_OpeningPresentation.pdf](#)
[7_SP_2022staffPresentation.pdf](#)
[4_FY 2022 Expenditures by Department.pdf](#)
[3_SP_StrategicItems_F.pdf](#)

STRATEGIC PLANNING WORKSHOP

SATURDAY, JANUARY 25, 2020

CITY OF ROLLING HILLS

WORKSHOP GUIDELINES

1. Efficient use of time
2. Respect other perspectives
3. Allow others to fully convey their ideas
4. Your priority is not an argument nor is the workshop a forum for your arguments
5. Be open minded
6. You represent your constituents
7. Staff is here to support you. Ask questions of staff.

THE GOAL OF THE WORKSHOP

- Goal: general intention or direction
- Honest dialog between the five members on the future of the city
- Discussion topics can be focused on the priorities specified by members OR on any other areas (such as expanding services to the community by providing car services)

OBJECTIVE OF THE WORKSHOP

- Objective: specific/precise
- Establish a minimum of one priority and a maximum of three priorities agreeable among the members to establish the City's work plan for the next two fiscal years 2020-2021 and 2021-2022

STRATEGIC PLANNING BEYOND TODAY

- Report out at the City Council meeting on Monday, January 27, 2020
- Strategic Planning Session #2 at February 10, 2020 City Council meeting; use the establish priorities to define action items
- Strategic Planning Session #3 at February 24, 2020 City Council meeting; continue to use the established priorities to define action items
- April 13, 2020 City Council discuss FY 2020-2021 budget priorities; translate action items to budget items

CITY COUNCIL COMMON PRIORITIES

- Wildfire Mitigation/Emergency Preparedness
- Sewer
- Utility Undergrounding
- Drainage

CITY COUNCIL OTHER SPECIFIED PRIORITIES

- Improve communications with residents
- Shorter City Council meetings
- Ease the permitting and building process for residents
- Minimize legal liability
- Public safety
- Revise view ordinance
- Purchase properties for open space
- Refund the residents

WORKSHOP STAFF

- Elaine – facilitator/staff member
- Meredith and Yohana – scribes
- Terry and Jim – money guys

Sewer – review study and wait for cost to figure out how to move forward

- Wait for first results and see if residents are interested

- Not citywide because is too expensive

- Certain distance- too expensive to be citywide

- Cheaper for residents to connect in the long run

- Septic tank by the Association could offset some of sewer costs

- Middleridge may fund their own sewer connection

- Very limited scope for sewer

Mirsch/Pieper – wait for results and costs then figure out next steps

Dr. Black-residents won't buy into it. Two-three times hostile to sewer. Cost prohibitive.

Deringer – questions about priority; how to set it up?

- Public safety – funding towards city's own effort

- Minimize legal liabilities

Wildfire

Black – mitigations going well and excellent in some areas

- Brush clearance and complaints continue

- Some areas not great, need to determine boundaries,

- Hire Associations to clear some

- Jim, school, Fire Dept, Nakamura areas need clearance

- Shift funds for more robust firebreak

- Whiteball area needs to be addressed; RPV also working on it

Pieper – City continue Conservancy's work the next 2-3 years

- Add firebreak between where clearing ends and fences would be best way to spend money

Mirsch- visible to residents, concept great

Terry - \$55K for striping towards Wildfire

Pieper – code enf.

Jeng – Association easement not their obligation

Mirsch – Association waiting for decision until then, they're hands off

- Ordinance not excluding easement so City in charge

Black – agrees with Association

Pieper – residents will get used to taking care of all dead vegetation

Crest Gate – should open easily

Wilson – Committee 50/50

Black – City should provide a solution in regards to safety

Pieper – address one at a time

Get every resident on warning system and get people's information so they can be included in mass text messages

Wilson – Ring subsidize communication system to provide access to information

Gate authority

Jeng – Committee inconsistent with decisions

Primary concern: permanently open

Fire says it's hard to maneuver; need to motorize and clear brush

Is CC amenable to City taking enforcement? CC agrees to taking over authority.

Mirsch – area one lane road. Fire wants it one lane outgoing. Not wide enough for two-way road. Emergency exit only. Gate very difficult to open.

Jeng – question about easement. Residents need path to going out that needs to be maintained and cleared. Assoc claims it's City's job and residents' job to clear easements. Re. easements,

Pieper – easements clear of all dead vegetation

Association needs to figure out the Gate.

Needs to happen.

Jeng – responsible party. Gate is clear to City who takes authority. Re. Easements, residents should take responsibility-CC answered yes. Per, Assoc, Crest Eastfield PBend: live vegetation on evac route for purpose of public safety should be cleared.

Wilson- all inclusive.

Mirsch – Assoc. in charge of trees on roadside only

Wilson – clarify authority on easements. All inclusive.

Walker – road, who's on the hook on the liability. Needs a paper trail on who's responsible on the road due to liability.

Jeng – Clarification

Black – gate open. Not care about liability.

Deringer – no access presents greater liability. But gate needs to be secured.

Emergency Preparedness – Evac Route

Deringer – needs money devoted. Have training. People need to be informed. Have plans in place and educate residents.

Mirsch – Block Cap and City has plans in regards to evacuation plan. Deringer's concerns addressed in BC Program. Might need to increase funding.

Jeng – plans in CWPP

Wilson – Emergency person was given an offer but didn't accept. Interviewing second candidate. Start mid-February. 2-3 months before anything is implemented-actions not until May

Walker – went over budget on Emer. Preparedness

Wilson – what is cost-sharing formula? City's share is smaller.

Jeng – formula depends on what RH's request

4% share – consistent regional law

Mirsch – is there concurrence to increase next year's budget WM/EP? Answer yes

Terry – there's money available

Pieper – yes including

Sewer

Pieper – how much from here to here? Then decide if \$1.1M is okay

Utility underground

Pieper – grants status

Jeng – announced field survey on 1/29

Black – grant requires completion of crest then eastfield

Inform grantor what we want

Pieper – buy SCE's

Terry – we have some money \$

Pieper – we have about \$4M then add more money and grants

ADU requires undergrounding

Mirsch - \$100k/year funding on-going, should we continue?

Should we move money

Pieper – Rule 20 \$1.1M move money

Undergrounding \$800k

Wilson \$250 transfer from GF surplus/year towards undergrounding

Terry – confirms \$250/year done past two years

Jeng – not specific to one area

Fund other projects

CC in support of undergrounding – supports other areas, CC yes.

Pieper – now have a road map based on Eastfield

Better understanding after first project, improve odds

Walker - \$150 utility fund (withing \$250 GF surplus)/undergrounding project

Deringer – Schottle’s project included in Eastfield

Jeng – there’s no separation of projects under the grant request

Crest to Eastfield to gates

Drainage

Peiper – Spend Measure W. All stormwater stay on campus. Can we make parking lot nicer. Campus first-keep rainwater here; then onto canyon improvements.

Black – easy areas. Catch basin saddleback and behind Pieper. Only thing to Worry about saddleback to PV Dr. Here in City drain or seepage pit. Other side of the hill, more difficult due to slide. Crest north capture all drainage.

Pieper – solve ADA and runoff. Study options and durable and looks good.

Then catch basin to be properly engineered behind Pieper’s house

Black – agrees

Wilson – feasible if no stormwater runoff then no need for further study

Jeng – MS4 discharge to waterbodies then required for water quality but very difficult to meet

Eliminate flow, no flow out of City, then no need to participate in MS4

Drain to canyon so there’s no discharge.

85th percentile retain in the City-no MS\$

Pieper - \$150k pay to consultant

What does it take to not pay consultant and keep water on site and use that money to mitigate drainage on site. What's the exit strategy and what it's going to cost? Fix all the drainage instead.

Mirsch – stormwater not leaving the City?

Deringer- make sure it's feasible and no loophole

Black – improve environment instead of wasting \$150k

Pieper – can we get rid of taxing residents through an exit strategy

If none, then let's improve water quality

Jeng – minimize MS4

Cover drainage problem

Mirsch – stormwater management needs feasibility study

Inside the city on private property – we don't own drains but they damage other people's property. Don't want the city to own private storm drains. Educate residents about storm drains. When they have a problem they go to Assoc or City so they need to be educated about drainage. Resident come to City to build it for them. Would like some education to occur.

Wilson – variety of storm drains. Concrete, manholes others just opening in the asphalt and on roadway easements

Mirsch – org subdivision required drainage. Cul de sac gets all the water.

Black – agrees on education. Grade to address erosion damage. Install seepage pit. Unfair. Help issue to direct PC to require to maintain drainage on site 100%.

Wilson – large stream draining to his property.

Black – similar to what came down onto his property. Seepage pit solved it

Deringer – if City builds it, City liable. Doesn't mean not to go forward.

Black – it can sheet flow to other property or street.

Deringer – owner responsible

Black – not agree

Pieper – it poured onto canyon

Jeng – CC not build system

Black – wants to build system

Pieper – we will need to build

Black – property responsible

Other parts capture rest

Jeng – City has ownership on last catchment system

Pieper – City and Assoc not own drain so owner responsible for it

Mirsch – does not want to own drains

Drainage in the perimeter, city responsible

If legal requires City to catch, then we address

Pieper – we get insurance for system

Mirsch – potential issues with ownership and allowable

Deringer – take land and pay money or agreement on private lands

Black – CC can have PC direct owner retain on site immediately***

Jeng – all in agreement to address drainage: MS4 and resident mitigations

Wilson – resident retain then discharge

Pieper – dispersion field

Keep water on site

Jeng – not capturing 25 or 50-year event

Goal is to prohibit nuisance

Wilson – can size system to address on site drain

Jeng – details to be studied and discussed later

Mirsch – particular property increased requirements

Make it standard requirements

Talk to PC

2nd page

Ease permit process – keep as is

Communications with residents

Mirsch – blue newsletter has a lot of information; not restrict it to one page; add more meaningful information

Pieper – get email, cell, and send out e-info. A lot of publications confusing. Reach out electronically. Paper is antiquated.

Deringer – modernize communication. Others might not have access to tech. allow owners to decide how and content. Contact info needed

Mirsch – is there a need to improve communication?

Tailor to need

Black – newsletter make city feel smaller

Expanded to include advertising sales

Form of communication like paper format – not computer

Expand periodically

Pieper – no big deal to make it better

Keep it efficient and corky

Periodic larger publication

Deringer – Association should include sales info

Mirsch – next door

Jeng – keep blue newsletter, expand once in a while, look at other forms of communications

Wilson – likes content not repetitious

Mirsch – more meaningful

Pieper – first goal email address, cell phones, landline

Secondary is more to talk about

Managing who gets it is time consuming

Deringer – get information now

Assoc has info

Jeng – Assoc won't release it

BC has rapport with residents

Prioritize contacts, keep newsletter, expand periodically

Walker – software to tract users that's fairly cheap

Outsourced to third party

Make local feel the more receptive people are

Jeng less frequency

Black – can't be less than now

Pieper – keep also

Wilson – how much time

Coronel – approx. 5 hours, assemble

Jeng – assemble, content info timing, top topics

Pieper – outsource, could be cheaper thru stamp cost

Time use is better

Black – spend time and money on

Mirsch – get staff involved

Black – time could be a factor

Jeng – try to find a more efficient way to produce

Shorter CC meetings

Jeng – feedback on Agenda

Limit number?

Mirsch – behavioral

Pieper – behavioral, we talk a lot,

Jeng – how can staff facilitate

Walker – time talking period

Mirsch – not done well to manage time. Timer would not work.

Pieper – time for speakers not a good idea

Mirsch – CC responsible for time

Pieper – CC responsible to control time

Wilson – have staff bring back CC to topic to focus them on point and move meeting along. Agenda is unpredictable but CM can bring it back

Deringer – may repeat ideas already mentioned because taking notes

Mirsch – ask Deringer to go earlier in the process

Minimize legal liability

Deringer – continue to minimize it. Put money towards items to minimize liability.

Jeng – we are going to be a polling place. City is obligated to provide voting polls. City Hall is not ADA compliant. 7-8 pm

Mirsch – 7-8 pm, must accommodate all. Provisional voting

Deringer – polling opens door to liability

Mirsch – why not go to Dapplegray. Code states there must be one polling place in a City.

This coming election we cannot address but November we might be able to address.

Jeng – County will send inspector to survey the building for ADA compliance

Mirsch – County will review City's request re ADA concerns. Directed to have City's legal to review request. One station and ADA parking satisfy Code requirements.

Black – we have budget to address ADA. Portable ADA restrooms to be compliant during election. Now we have to address ADA to accommodate new laws.

Black – legal costs going up due to so many questions. Some relevant others may be due to CC calling too much.

Terry – identify what to talk to attorney for to minimize cost.

Wilson – does CC have the right to call attorney

Jeng – set up under CM. Attorney works for CC.

Curtail what goes to attorney. Some unavoidable. We are narrowing/define what we go to attorney for. We can also list what we work on.

Pieper – what should we be spending City money on? Identify out of scope work.

Wilson – how much has rates gone up?

Jeng – Mike bills at \$190/hr similar to staff however, time may vary on same topic.

Pieper – blended rate =

Deringer – incorporate in decision making

Walker – JPA is a great resources and know about liability issues.

Public Safety

Deringer – priority. Improve coordination with Assoc. identify needs. What's happening in other communities? Possible additional community policing – ticket item to supplement the sheriffs. Try to make sure incorporate safety features. Add cameras and what is seen, not limited to license plate.

Pieper – huge deal to put security. Cameras cause privacy issues-residents not comfortable with having more security. Next door not aggressively looking at security and mitigations. Community not ready for heightened security due to privacy but will get eventually get there.

Deringer – if we're in charge of public safety but we no authority and city gets blamed. how can city address public safety with limited tools.

Jeng – if CC needs more authority over the gates, then CC may need to do it. Is that the direction?

Deringer – may need that authority but advocacy for now.

Black – now has armed police officer. CC with certain expectations. Armed officer sits and hasn't visited other schools. Have a presentation on status update and job description requirements.

Wilson – has description in contract

Pieper – agrees with Black and we may pull out if it's not to CC's standard unless they fix it.

Deringer – agendize item. She'll take lead.

Jeng – MOU received. Update coming up.

Reinstate View Ordinance

Black – view important. Measure B ... Measure C... Resident with money wins. View blocked by trees need to be addressed and CC should address it.

Mirsch – not just advisory. Measure C not intended to turn around after two years. Right to enforce the law, even when we have the ability, it takes forever to get things done. Residents concern spending money on litigation. Every resident incur cost of lawsuit. Is it better with enforcement powers.

Black – much better with enforcement. 1 of 5 or 8 would get to CC. People knew they would lose. Cited lawsuit that judge decided that it should be trimmed not removed. People didn't bother suing.

Mirsch – perception of how to enforce Ordinance. Be able to enforce it and not make it advisory. Perception to circumvent and go back to old ways. Is two years enough to renege Measure C.

Black – look at the property not the person.

Mirsch – concerned about perception so wait a little bit longer till cases go to CC and determine it there

Pieper – let's wait

Purchase property for OS

Black – if Crest happens great

Refund the residents

Black – refund \$300-500K,

How do we get money back to people

Pieper – provide more services instead of refund

How do we leverage staff? How do we provide more service? Give it back in services

Mirsch – undergrounding, drainage. If we have the money, as oppose to give it back, and pooled it together to do projects.

Black – this is extra money. We have too much money. Surplus 3 and 4 years.

Wilson – trash subsidized .

Jeng – surplus handled differently in every city.

Terry – reserve \$4.5M

Jeng – certain reserves

Fund programs

Terry – we’ve funded potential liabilities

Mirsch – funded PARS

Jeng – CC discretion on surplus

Wilson – not spend on services not needed

Pieper – pay large sum money so prefer services instead of \$500 refund

Mirsch – undergrounding instead 1/3 increase it.

CC put more money on projects to subsidize projects

Black 1/3 for each party for undergrounding

Mirsch pay at the end of the project

Fund other projects

Black tangible way to give people money back

Jeng surplus act – housing then open space

Check on services and potentially cut a check

Deringer – agree with Leah. Other projects not budgeted for that could use the money. Not good to reduce the surplus could be used for emergency and other projects or use for rainy days

Terry we have two years of surplus

Jeng come back in the future

Surplus to help out the community going forward

Drainage and firebreak will cost money

Re-visit after fiscal year.

Black every year the same decision to table

Terry every year has gone up. Some CIP not moved forward

Jeng pricing determines when projects happen

Black sewer depends on the residents

ADA independent of residents; necessary improvements and they will get done

Pieper parking lot came in \$200k so cost prohibitive

Black must do projects will get done but still have \$500k left

Terry to go two years below surplus is not safe

Jeng surplus what you're getting vs what obligations have been eliminated

ADA plans architectural and engineering cost \$40K

Walker committing fund balance to specific projects beyond 2021 so it's in the financial statement

Big CIP budget identified and budgeted

Black sewer \$1.1 Larriat to tennis court

Pieper not connecting to sewer might be missed opportunity if city don't connect now due to capacity

Deringer sewer important for the community because tennis court will intensify use for parties and social events

Jeng is Black amenable to committing funds to projects

Mirsch include Black in the committee decision

Black sewer if helpful could be possible

Pieper Prop 13 could cause property value to decline.

Open Space

Black not acquire

Refund Residents

Not now but how do we offer benefits

Terry trash will have significant gap

Black City subsidizes

Resident \$1100

City \$300x675=

Walker – transition CM & staff

Sewer	In the past, people were not interested due to high cost Wait for results and costs then figure out next steps Phased. First phase limited scope. Supports waiting for results, costs and determining next steps from there
Wildfire	City in charge of safety Great job clearing but need to be expanded City should continue Conservancy's work City should hire Association to clear vegetations (use striping funds) City enforcement should include easements. Residents should clear easements. Crest Gate should open easily. City take on enforcement responsibility. Supports City enforcement on easements; authority over Crest Gate's accessibility; expanding vegetation clearance done by Conservancy and providing firebreak
Emergency Preparedness Evacuation	Devote money to education, planning and dissemination of information Supports increasing budget next year
Utility Undergrounding	Have grant cover costs Buy SCE rights Supports undergrounding and expanding to other areas
Drainage	Improve civic center campus Install catch basins at key locations Try to eliminate flow outside of the City Figure out a way to use money being paid to consultant on infrastructure that will eliminate the need to participate in MS4. Find Exit strategy. Educate residents on drainage and erosion Make it standard requirement to retain 100% of water on site and enforced by PC. Figure out exit strategy from MS4 reporting and divert money paid to consultant to help build infrastructure. Educate residents about drainage and erosion.
Ease Permit Process	no change
Communication with Residents	Keep Blue Newsletter. Periodically increase content; quarterly. Explore other medium of dissemination Explore costs to outsource production Explore additional information provided Keep Blue Newsletter. Periodically increase content; quarterly. Come back with costs regarding outsourcing.
Shorter Council Meetings	Behavioral. Have staff bring CC back to focus to keep meeting moving forward Have staff bring CC back to focus to keep meeting moving forward
Minimize Legal Liability	Put money to minimize liability ADA compliance moving forward Legal costs keep going up. Limit inquiries to legal questions. JPA a great resource Supports ADA project to decrease potential liabilities. Staff to define and narrow breadth of legal inquiries.
Public Safety	Improve coordination with the Association. Add camera but privacy issues. How can City enforce public safety with limited tools Armed school officer not meeting terms of contract. City will pull out of Agreement if required job not performed. Use advocacy to promote safety; if needed CC will exercise more authority in the future. Ensure armed officer meeting terms of contract.
Reinstate View Ordinance	Have City protect and enforce view ordinance Wait to process two complaints in the queue and determine if there's a need for city to change ordinance Supports waiting for outcome of current complaints before changing current process
Purchase Property for OS	not acquire
Refund the Residents	Refund yearly surplus to residents Use money for programmatic services that will benefit larger community Identify CIP to fund in next two to three years to really see if there's surplus Not connecting to sewer might be missed opportunity. Staff coming back with recommendations on how to spend surplus: services, drainage, firebreak, etc. Come back after fiscal year. CC committing money TBD.



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

Agenda Item No.: 8.C

Mtg. Date: 04/27/2020

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: ELAINE JENG, CITY MANAGER

THRU: ELAINE JENG P.E., CITY MANAGER

SUBJECT: STRATEGIC PLANNING WORKSHOP DISCUSSION #3.

DATE: April 27, 2020

BACKGROUND:

In May 2019, the City Council approved staff's recommendation to hold a Strategic Planning Workshop discussing the work plan for the next three years. The Strategic Planning Workshop was held on Sunday, January 25, 2020. The City Council also used the regular City Council meetings on February 10 and February 24, 2020 to provide guidance for staff to develop budget items for next fiscal year.

At the Strategic Planning Workshop, the City Council developed four priorities for the City of Rolling Hills:

1. Wildfire Mitigation/Emergency Preparedness
2. Utility Undergrounding
3. Drainage
4. Sewer

Wildfire Mitigation/Emergency Preparedness

Under this priority, the City Council discussed allocating funds to create fire breaks on either side of the border between the City of Rolling Hills and the Preserve. The City Council also discussed continuing with the active enforcement of the Fire Fuel Abatement Ordinance including taking action on the Rolling Hills Community Association, if necessary.

Utility Undergrounding

Under this priority, the City Council discussed the goal of placing all utility lines within the City underground. This could be accomplished via a combination of grant funds and individual assessment district projects. The City currently has two grant applications with CalOES to underground a segment of Crest Road East near Eastfield Drive, as well as a segment along Eastfield Drive. Staff has heard positive news on the City's application for the segment on Crest Road East and anticipates the award of the grant.

Drainage

Under this priority, the City Council discussed two action items: the first action is to implement policy change on parcels to require stormwater detention/retention pits or basins to slow down discharge or infiltrate onsite beyond LID requirements to eliminate runoffs in the canyons within the City; and the second action is to identify capital improvement projects to address stormwater runoff from common areas within the City to achieve the same purposes as the first action.

Sewer

Under this priority, the City Council discussed installing sewer main lines to transition the community from using septic tanks. To achieve this priority, based on lessons learned from past efforts, discussed seeking implementation via small segments of projects similar to the extension of the Johns Canyon line and installing the proposed 8" main along Portuguese Bend Road/Rolling Hills Road.

DISCUSSION:

Staff developed the following budget items to support the City Council's priorities for next fiscal year.

Wildfire Mitigation/Emergency Preparedness

1. Block Captain Program
2. Fire Fuel Reduction in the Preserve
3. Fire Fuel Reduction in Rolling Hills
4. CWPP Development/Adoption
5. Arborist to support enforcement of Fire Fuel Abatement Ordinance

Utility Undergrounding

1. Crest Road Undergrounding Cal OES grant
2. Eastfield Drive Undergrounding Cal OES grant
3. Assessment District support continuous workshops for neighborhood groups
4. Pursue grants for projects

Drainage

1. Parcel based hydromodification policy development to minimize impacts to surrounding canyons and downstream parcels
2. Bend Springs capital improvement project feasibility study to include City Hall campus stormwater discharge
3. Masterplan to eliminate stormwater discharge from the City

Sewer

1. Investigate extension of existing sewer mains into the City of Rolling Hills
2. Design of 8" sewer main along Portuguese Bend Road/Rolling Hills Road to connect with County truck line on Crenshaw Boulevard
3. Pursue grants for capital improvement projects

Included with this report is a spreadsheet with high level cost estimates for the budget items listed above.

FISCAL IMPACT:

The preparation of this report is a part of the City's operating budget for Fiscal Year 2019-2020.

It is unknown at this time the impacts the COVID-19 pandemic will have on the City's finances in future fiscal years. Conservatively, staff anticipates that the revenue level for next fiscal year will be

lower than years past. However, if there is an economic downturn, the City stands to benefit from reduced prices from all sectors including professional services, construction and materials. In this regard, staff recommends the City Council consider programming projects for the next fiscal year.

RECOMMENDATION:

Staff recommends that the City Council receive and file proposed budget items for Fiscal Year 2020-2021 developed as a part of the strategic planning workshop from January 2020.

ATTACHMENTS:

[StrategicPlanningWorkshopBudgetItems_2020-04-27.xlsx](#)

CITY COUNCIL
STRATEGIC PRIORITIES
Proposed Budget Items for Fiscal Year 2020-2021

Wildfire Mitigation/Emergency Preparedness		Utility Undergrounding		Drainage		Sewer	
Budget Item	Cost	Budget Item	Cost	Budget Item	Cost	Budget Item	Cost
1 Block Captain Program	\$50,000	Crest Road Undergrounding - CalOES grant	City match provided by Rule 20A purchased credits	Parcel based hydromodification policy development*	\$8,000	Investigate extension of existing sewer mains into the City of Rolling Hills	\$30,000
2 Fire Fuel Reduction in the Preserve	\$100,000	Eastfield Undergrounding - CalOES grant	City match provided by Rule 20A purchased credits	Bend Springs capital improvement project feasibility study to include City Hall campus*	\$80,000	Design of 8" sewer main along Portuguese Bend Road/Rolling Hills Road to connect with County truck line on Cresshaw Blvd.	\$90,000
3 Fire Fuel Reduction in Rolling Hills in the areas adjacent to the Preserve	\$50,000	Assessment District Project Support - workshops for neighborhood groups and supple technical experts for Q/A	\$15,000	Masterplan: eliminate stormwater discharge from the City*	\$50,000	Pursue grants for capital improvement projects	\$20,000
4 CWPP - Development/Adoption	\$5,000	Pursue grants for projects	\$10,000				
5 Arborist to support enforcement of Fire Fuel Abatement	\$5,000						
	\$210,000		\$25,000	*Eligible to use Measure W local returns	\$138,000		\$140,000
						Grand Total	\$513,000

STRATEGIC PLANNING WORKSHOP

SATURDAY, JANUARY 22, 2022

CITY OF ROLLING HILLS

WORKSHOP GUIDELINES

1. Efficient use of time
2. Respect other perspectives
3. Allow others to fully convey their ideas
4. Your priority is not an argument nor is the workshop a forum for your arguments
5. Be open minded
6. You represent your constituents
7. Staff is here to support you. Ask questions of staff.

THE GOAL OF THE WORKSHOP

- Goal: general intention or direction
- Honest dialog between the five members on the future of the city

OBJECTIVE OF THE WORKSHOP

- Objective: specific/precise
- Establish a minimum of three priorities to a maximum of five priorities agreeable among the members to establish the City's work plan for the next two fiscal years 2022-2023 and 2023-2024

STRATEGIC PLANNING BEYOND TODAY

- Report out at the City Council meeting on Monday, February 14, 2022
- Strategic Planning Session #2 at February 28, 2022 City Council meeting; use the establish priorities to define action items
- Strategic Planning Session #3 at March 14, 2022 City Council meeting; continue to use the established priorities to define action items
- April 11, 2022 City Council discuss FY 2022-2023 budget priorities; translate action items to budget items

2020

CITY COUNCIL COMMON PRIORITIES

- Wildfire Mitigation/Emergency Preparedness
- Sewer
- Utility Undergrounding
- Drainage

2020

CITY COUNCIL OTHER SPECIFIED PRIORITIES

- Improve communications with residents
- Shorter City Council meetings
- Ease the permitting and building process for residents
- Minimize legal liability
- Public safety
- Revise view ordinance
- Purchase properties for open space
- Refund the residents

WORKSHOP STAFF

- Elaine – facilitator/staff member
- John and Christian – scribes
- Ashford and Connie – workshop support

2022 STRATEGIC PLANNING WORKSHOP

Saturday, January 22, 2022

City of Rolling Hills

2022 COUNCILMEMBER'S PRIORITIES

- Balance the need for fire fuel reduction with concerns and reservations of residents as well as mitigating the financial impact on residents.
- Compliance with Affordable housing requirements while maintaining the traditional Rolling Hills community expectations.
- Developing an understanding of the City's obligations and responsibilities regarding storm drains and the impact on the budget.
- Completion of the City Hall campus improvements.

2022 COUNCILMEMBER'S PRIORITIES (cont.)

- Fire Safety – implement all programs (videos, work in conservancy, vegetation management, incentives, etc) to continue to support fire safety.
- Storm drain – what role can the city play to encourage and support RHCA's efforts to address?
- ADA at City Hall – need to make decision to minimize exposure to complaints and lawsuits.
- Sewer – continue with existing City Hall campus project?
- City staffing – what can the city do to attract, retain, and develop top quality employees to support Council's visions/goals?

ADDITIONAL GOALS AND PRIORITIES?

- Council discussion.

CITY OF ROLLING HILLS
Summary of Expenditures
July 1 to December 31, 2021

	<u>Adopted Budget</u>	<u>YTD Expenditures</u>	<u>Available</u>
GENERAL FUND			
01 - CITY ADMINISTRATOR			
702 Salaries -Full Time	\$ 429,100.00	\$ 227,038.49	\$ 202,061.51
710 Retirement CalPERS-Employer	29,000.00	20,599.73	8,400.27
710 CalPERS Unfunded Liability	59,026.00	57,063.00	1,963.00
715 Workers Compensation Insurance	7,700.00	4,089.96	3,610.04
716 Group Insurance	55,000.00	41,506.67	13,493.33
717 Retiree Medical	30,300.00	19,789.11	10,510.89
718 Employer Payroll Taxes	28,400.00	12,680.22	15,719.78
719 Deferred Compensation	4,300.00	2,400.00	1,900.00
720 Auto Allowance	4,800.00	2,550.00	2,250.00
XXX Phone Allowance	1,300.00	-	1,300.00
761 Auto Mileage	500.00	-	500.00
740 Office Supplies	38,040.00	9,255.49	28,784.51
745 Equipment Leasing Costs	14,850.00	6,175.34	8,674.66
750 Dues & Subscriptions	15,240.00	1,490.00	13,750.00
755 Conference Expense	10,000.00	5,429.96	4,570.04
757 Meetings Expense	2,000.00	5,843.00	(3,843.00)
759 Training & Education	5,000.00	-	5,000.00
765 Postage	20,000.00	7,500.00	12,500.00
770 Telephone	5,700.00	3,180.22	2,519.78
775 City Council Expense	10,000.00	1,785.00	8,215.00
776 Miscellaneous Expenses	-	111.03	(111.03)
780 Minutes Clerk Meetings	6,000.00	2,254.99	3,745.01
785 Codification	5,000.00	1,446.09	3,553.91
795 Other Gen Admin Expense	4,900.00	1,441.18	3,458.82
801 City Attorney	91,000.00	64,408.00	26,592.00
820 Website	6,000.00	9,764.00	(3,764.00)
850 Election Expense City Council	-	166.85	(166.85)
890 Consulting Fees	161,400.00	43,775.12	117,624.88
925 Utilities	-	1,473.69	(1,473.69)
955 Disaster Emergency Equipment	-	1,392.00	(1,392.00)
802 Legal Expense - Other	3,000.00	-	3,000.00
790 Advertising	1,000.00	-	1,000.00
Total City Administrator	<u>1,048,556.00</u>	<u>554,609.14</u>	<u>489,946.86</u>

CITY OF ROLLING HILLS
Summary of Expenditures
July 1 to December 31, 2021

	<u>Adopted Budget</u>	<u>YTD Expenditures</u>	<u>Available</u>
05 - Finance			
750 Dues & Subscriptions	200.00	-	200.00
810 Annual Audit	17,630.00	-	17,630.00
890 Consulting Fees	99,500.00	62,709.15	36,790.85
Total Finance	<u>117,330.00</u>	<u>62,709.15</u>	<u>54,620.85</u>
15- PLANNING & DEVELOPMENT			
702 Salaries	\$ 237,200.00	115,656.91	121,543.09
710 Retirement CalPERS-Employer	17,750.00	8,702.01	9,047.99
715 Workers Compensation Insurance	3,800.00	2,014.50	1,785.50
716 Group Insurance	30,900.00	11,721.41	19,178.59
718 Employer Payroll Taxes	18,790.00	8,990.92	9,799.08
719 Deferred Compensation	1,200.00	-	1,200.00
720 Auto Allowance	2,400.00	1,100.00	1,300.00
XXX Phone Allowance	600.00	-	600.00
758 Planning Commission Meeting	-	988.12	(988.12)
761 Auto Mileage	-	37.24	(37.24)
770 Telephone	-	960.82	(960.82)
776 Miscellaneous Expense	2,000.00	-	2,000.00
750 Dues & Subscription	850.00	-	850.00
755 Conference Expense	5,000.00	-	5,000.00
759 Training & Education	1,000.00	-	1,000.00
790 Advertising	-	2,405.65	(2,405.65)
801 City Attorney	-	608.00	(608.00)
802 Legal Expenses-Other	-	17,376.60	(17,376.60)
872 Property Development-Legal Exp	100,000.00	4,060.85	95,939.15
878 Build Inspect. LA County/Willd	150,000.00	36,138.07	113,861.93
881 Storm Water Management	275,800.00	143,037.85	132,762.15
882 Variance & CUP Expense	7,000.00	5,913.95	1,086.05
884 Special Project Study & Consulting	180,000.00	179,792.64	207.36
950 Capital Outlay	26,400.00	-	26,400.00
Total Planning & Development	<u>1,060,690.00</u>	<u>539,505.54</u>	<u>521,184.46</u>
25 - Public Safety			
830 Law Enforcement	220,380.00	85,015.79	135,364.21
833 Other Law Enforcement Expenses	3,000.00	1,129.73	1,870.27
837 Wild Life Mgmt & Pest Control	50,000.00	1,412.40	48,587.60

CITY OF ROLLING HILLS
Summary of Expenditures
July 1 to December 31, 2021

	Adopted Budget	YTD Expenditures	Available
838 Animal Control Expense	6,000.00	2,204.45	3,795.55
890 Consulting Fees	-	17,264.35	(17,264.35)
Total Public Safety	279,380.00	107,026.72	172,353.28
65 - NON-DEPARTMENTAL			
895 Insurance & Bond Expense	30,260.00	11,025.46	19,234.54
901 South Bay Comm. Organization	20,100.00	1,200.00	18,900.00
915 Community Recognition	16,000.00	4,718.25	11,281.75
916 Civil Defense Expense	650.00	-	650.00
917 Emergency Preparedness	137,360.00	18,988.58	118,371.42
985 Contingency	25,000.00	-	25,000.00
Total Non-Departmental	229,370.00	35,932.29	193,437.71
75 - CITY PROPERTIES			
925 Utilities	\$ 33,810.00	\$ 18,684.92	15,125.08
930 Repairs & Maintenance	36,963.00	8,615.00	28,348.00
932 Area Landscaping	28,500.00	7,238.91	21,261.09
Capital Outlay - Buildings & Equip	250,000.00	-	250,000.00
Total City Properties	349,273.00	34,538.83	314,734.17
GENERAL FUND TOTAL	\$ 3,084,599.00	\$ 1,334,321.67	\$ 1,746,277.33

CITY OF ROLLING HILLS
Summary of Expenditures
July 1 to December 31, 2021

	<u>Adopted Budget</u>	<u>YTD Expenditures</u>	<u>Available</u>
10 - COPS FUND			
COPS Program Expenditures	\$ 161,100.00	\$ 89,712.28	\$ 71,387.72
	<u> </u>	<u> </u>	<u> </u>
14 - Traffic Safety Fund			
Road Striping-Delineators/Pavement	\$ 10,000.00	\$ 2,500.00	\$ 7,500.00
	<u> </u>	<u> </u>	<u> </u>
16 - CAL/OES			
Safety Element DR4344-PL0521	\$ -	\$ 4,261.00	\$ (4,261.00)
Vegetation Magmnt DR4382-PJ0175	-	83,950.43	(83,950.43)
	<u>\$ -</u>	<u>\$ 88,211.43</u>	<u>\$ (88,211.43)</u>
25 - Prop A Transportation Fund			
Prop A Exchange	\$ -	\$ 84,000.00	\$ (84,000.00)
	<u> </u>	<u> </u>	<u> </u>
40 - Capital Projects Fund			
City Hall Improvements	\$ 300,000.00	\$ 12,952.50	\$ 287,047.50
	<u> </u>	<u> </u>	<u> </u>
41 - Utility Fund			
Legal Other & Outside Council		\$ 1,452.00	
Sewer Feasibility Project		7,280.00	
	<u>\$ 763,638.00</u>	<u>\$ 8,732.00</u>	<u>\$ 754,906.00</u>
50 - Refuse Collection Fund			
Refuse Service Contract		\$ 456,348.00	
Operating Transfer Out		12,000.00	
	<u>\$ 912,700.00</u>	<u>\$ 468,348.00</u>	<u>\$ 444,352.00</u>

2022 STRATEGIC PLANNING MEETING

JANUARY 22, 2022

PROJECTS	2020 COUNCIL'S PROJECT INPUT	ACTIVITIES TAKEN WITHIN TWO YEARS	SUGGESTIONS/STAFF'S NOTES
SEWER	In the past, people were not interested due to high cost. Wait for results and costs then figure out next steps. Phased. First phase limited scope. Supports waiting for results, costs and determining next steps from there.	- Completed phase 2 feasibility study. This includes Will Serve Letters from Los Angeles County. Study provided high-level estimate for a new sewer line along Rolling Hills Road. - Hired NV5 to provide engineering design for 8" sewer main along Rolling Hills Road. Design at 100% completion and provided detailed engineering estimate of 8" sewer main. - Completed phase 3 feasibility study. Council authorized study of sewer outlets to Palos Verdes Drive North (residents' proposed project). The study provided high level of construction costs for three options to outlet the effluent. - Conducted a community survey, asking residents if they want the City to implement sewer main. Data presented to the City Council. - Requested the hire of consultant to pursue grant, low interest loans for sewer projects. - Coordinated with RHCA to keep them updated on the status of the project. They are in the holding pattern for the amenities project at the Tennis Courts pending sewer installation or septic tank replacement. - The City's Tennis Court ADA improvement is on hold pending	- Make a decision on the 8" sewer main. - Make a decision on the residents' request to provide sewer outlet at Palos Verdes Drive North. - Sewer is an eligible expense for the American Rescue Plan Act (APPA) allocation of \$441,000.

2022 STRATEGIC PLANNING MEETING

JANUARY 22, 2022

		sewer installation or septic tank replacement.	
WILDFIRE	City in charge of safety. Great job clearing but need to be expanded. City should continue Conservancy's work. City should hire Association to clear vegetation (using striping funds). City enforcement should include easements. Residents should clear easements. Crest Gate should open easily. City take on enforcement responsibility. Supports City enforcement on easement; authority over Crest Gate's accessibility; expanding vegetation clearance done by Conservancy and providing firebreak.	- Based on the City's advocacy, the RHCA automated the Crest Road East gate. - Staff report on dead vegetation enforcement on a quarterly basis. - Requested Council to purchase a Kubota to assist with code enforcement's work on enforcing dead vegetation ordinance. - City received grant funding from CALOES/FEMA; Vegetative Management Grant Project Performed Environmental Assessment for 30 residents Filed CEQA Categorical Exemption - City staff met with LACFD and began forming the project design for the Vegetative Management Grant Project - Palos Verdes Peninsula Land Conservancy fuel load reduction (40+ acre area) - Drafted, adopted a Community Wildfire Protection Plan (CWPP) - City started the Fire Fuel Committee specifically to problem solve for potential wildfire community concerns - Hardening the Home Videos: instructions on how to harden your home - Canyon Management Videos: instructions on how to manage your canyons - Harden the Home inspections from the Los Angeles County Fire	

2022 STRATEGIC PLANNING MEETING

JANUARY 22, 2022

		Department Forestry Division- Trevor Moore - Fire Works Ordinance (not passed) - Communal Bin event (Five 40-cubic yard bins) for community use to reduce vegetation - Worked with RHCA to add chipping event for the community. - Worked with LACFD to conduct roadside clearance inspections for all roads in Rolling Hills.	
EMERGENCY PREPAREDNESS EVACUATION	Devote money to education, planning and dissemination of information. Supports increasing budget next year.	- Block Captain/Emergency Preparedness budget in 17/18 was \$4,500. In 18/19, the budget was \$8,000, in 19/20 the budget was \$14,875. The budget for 20/21 was \$29,000 and the budget for 21/22 is \$137,360. - Council was asked to consider hiring a marketing firm to provide an Evacuation procedures brochure drafted by the Block Captains and place the company on-call for educational material on emergency preparedness. - Block Captain communication project: outdoor alert system (HQE feasibility study). - Emergency Information System (EIS) online database for city contact with residents - Communications Project (RHCA Improving Wi-fi) - City participation in the Prepared Peninsula Expo - Peninsula Wide Evacuation Map	- Conduct citywide emergency drill.

2022 STRATEGIC PLANNING MEETING

JANUARY 22, 2022

UTILITY UNDERGROUNDING	Have grant cover costs. Buy SCE rights. Supports undergrounding and expanding to other areas.	- Staff conducts monthly meetings with utility companies for progress updates on the Eastfield Assessment District project. - Staff conducts monthly meetings with residents to educate them on the process to create an assessment district. - Completed design to the Eastfield Assessment District project. - Completed numerous meetings with residents in the Eastfield Assessment District area with subject matter experts including financial advisors. - Brought the project to a vote and the project was voted down. - Council approved resolution on the city's contribution to single pole undergrounding, and assessment district projects. - Processed one reimbursement for single pole undergrounding project. - Awarded by CalOES/FEMA approximately \$1.5M grant funds for Crest Road East Undergrounding project. Preliminary Drawing/Design began. Confirmed Rule 20A with Utility Companies. Monthly status meetings with all stakeholders (SCE, utilities, engineers, etc.) will commence in February 2022. - Worked with Cal/OES on potential Eastfield Drive Utility Undergrounding grant award. Council approved environmental clearance documents for the said	- Focus on completing Cal/OES grant project on Crest Road East - Consider a utility underground masterplan for the entire city.
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2022 STRATEGIC PLANNING MEETING

JANUARY 22, 2022

		project and agreed to adhere to constructions provisions if the city was awarded funds. Waiting to hear from CalOES/FEMA.	
DRAINAGE	Improve civic center campus. Install catch basins at key locations. Try to eliminate flow outside of the City. Figure out a way to use money being paid to consultants on infrastructure that will eliminate the need to participate in MS4. Find Exit strategy. Educate residents on drainage and erosion. Make it standard requirement to retain 100% of water on site and enforced by PC. Figure out exit strategy from MS4 reporting and divert money paid to consultant to help build infrastructure. Educate resident about drainage and erosion.	- Submitted a revised TMRP to requested the LA Regional Water Quality Control Board to reduce the frequency of trash monitoring to comply with the trash TMDL. Reduction in frequency was grant but not at the level requested by the City. - Review diversion project (Bent Springs Canyon) as a strategy to comply with MS4 permit. - Initiated the Sepulveda Canyon monitoring. Council approved to release the first year data (no flow) to the LA Regional Water Quality Control Board to consider that the City does not discharge to impair waters of the US. - Council conducted a workshop with the Planning Commission in September 2021 to direct PC to find ways to retain more stormwater discharge on private property. - Council authorized joining the Peninsula EWMP and directed staff to prepare addendum. - Consulted directed staff to ask City of Torrance to design Torrance Airport infiltration project increments should the Regional Board reject City's approach to compliance with TMDL (no flow or clean flow from Sepulveda monitoring data).	- Investigate outstanding agreements with County to maintain drains in the community. - Work plan to meet obligations of the drainage maintenance agreement.

2022 STRATEGIC PLANNING MEETING

JANUARY 22, 2022

		- Council and staff looking at creative ways to spend Measure W local returns to implement impactful clean water projects. - The City has been an outlet for residents to voice drainage issues experienced in the community (Mayor Dieringer's recent meeting with resident of 2 Wrangler Road).	
EASE PERMIT PROCESS	No change	- Previously, applicants of development projects subjected to discretionary review had to complete the entitlement process over four Planning Commission meetings (a duration of a minimum of four months). - Staff cut down the entitlement process to two Planning Commission meetings but drafting resolutions of approval ahead of time to be reviewed by the Planning Commission.	- Improvements where possible, staff is always evaluating. Operational improvements are within the purview of the staff. - Proposed staffing change for efficiency. Current Planning Department: Director, Code Enforcement officer, part-time Admin Clerk. Proposed Planning Department: Director, Assistant Planner. Eliminate Code Enforcement officer and part-time Admin Clerk. Out source code enforcement to utilize the resources of companies. - Additional planner to help process develop applications and work with applicants to provide guidance on approvable projects.
COMMUNICATION WITH RESIDENTS	Keep Blue Newsletter. Periodically increase content, quarterly. Explore other medium dissemination. Explore costs to outsource production. Explore additional information provided. Keep Blue Newsletter. Periodically increase content; quarterly. Come back with costs regarding outsourcing.	- 47 Blue Newsletters produced in calendar year 2020. - 45 Blue Newsletters produced in calendar year 2021. - In contrast, 24 Blue Newsletters produced in calendar year 2017; 25 Blue Newsletter produced in calendar year 2016.	- Outsource production of Blue Newsletter would allow internal staff to be available for other impactful assignments. - Residents like the Blue Newsletter format. Received many compliments on the Blue Newsletter. CONSIDER POSTING

2022 STRATEGIC PLANNING MEETING

JANUARY 22, 2022

		- Approximately \$24,000 per year (material, postage, production time excluding time to produce contents) to produce Blue Newsletter in house. - Launched new website with continuous improvements for functionality. Pushing info out via Blue Newsletter to ask residents to refer to the website for more information. - Launched Granicus with audio and video recordings of City Council meetings. Agendas are achieved on the City's website. - Regional Law, and Public Safety Committee agendas achieved on the City's website. - Block Captain meeting agendas, minutes, and or recordings are available on the City's website. - Home hardening education videos are on the City's website. - Joined AlertSouthBay using the Everbridge Platform. Residents can get alerts. - Roll out of Emergency Information System (EIS) on the City's website. - Council authorized the creation of a database on the City's website. In 2022, to have contact information for all residents for emergency purposes.	THE BLUE NEWSLETTER ON THE CITY'S WEBSITE. - CONSIDER USING SOCIAL MEDIA TO REACH RESIDENTS – NEXTDOOR, FACEBOOK, TWITTER, AND ETC.
MINIMIZE LEGAL LIABILITY	Put money to minimize liability. ADA compliance moving forward. Legal costs keep going up. Limit inquiries to legal questions. JPA a great resource.	- Conducted countless meetings on City Hall ADA improvement project at the Council level and staff level to finalize the best way	- On-call consultants: geologist, soils engineer, hydrologist, and civil engineer. - On-call contractors: general contractor, piping contractor, tree

2022 STRATEGIC PLANNING MEETING

JANUARY 22, 2022

	Support ADA project to decrease potential liabilities. Staff to define and narrow breadth of legal inquiries.	to bring City Hall to comply with accessibility regulations. - Council authorized a loan application to the CJPIA to fund the construction of the City Hall ADA improvement project. - Mitigated liability relating to non-complaint 5th cycle housing element. - On the path to comply with the 6th cycle housing element. - Complied with SB9 with local ordinance adoption. - Complied with ADU mandate with local ordinance adoption. - Applied and achieved SB1383 (organics) waiver to implement a organics collection program.	trimming contractor, and paving contractor. - On-call expertise to support the city when needed. Landslides, drainage/erosion.
PUBLIC SAFETY	Improve coordination with the Association. Add camera put privacy issues. How can City enforce public safety with limited tools? Armed school officer not meeting terms of contract. City will put out of Agreement. If required job not performed. Use advocacy to promote safety; if need CC will exercise more authority in the future. Ensure armed officer meeting terms of contract.	- Monthly meetings with Captain Powers and other Regional Law City Managers on policing issues. - Twice a month call with Captain Powers to discuss Rolling Hills matters. - Quarterly report from school district on the performance of the School Resource Officer funded by jointly by the school district and Peninsula cities. - Quarterly reports from Captain Powers on crime stats and crime trends for the Peninsula. - Use Lomita Sheriff's Department CORE Team to address neighbor issues in the community and for educating the community. - Sheriff's Department and Fire Department attend all zone	

2022 STRATEGIC PLANNING MEETING

JANUARY 22, 2022

		meetings, and all Block Captain meetings. They also attend coyote forums, and public safety forms whenever they are held. - Operations visibility. Councilmember Pieper asked the Sheriff's Department to show presence in the community by having Black and Whites drive in the community often.	
REINSTATE VIEW ORDINANCE	Have City protect and enforce view ordinance. Wait to process two complaints in the queue and determine if there's a need for City to change ordinance. Supports waiting for outcome of current complaints before changing current process.	- Processed one view case under new code: Juge (view seeker) and Tamayo (vegetation owner). Long process, no mediation, findings by the Committee on Trees and View. Currently in the appeal period. - A second pending view case just getting started on the process (view case against four properties) - A third pending view case submitted (2 El Concho – vegetation owner).	- \$2,000 application fee is far below the amount of money needed to recover the cost: staff and attorney. City Attorney's office is intimately involved and \$2,000 only pays for 10 hours of work for the City Attorney's office. Consider increasing to cover the cost of the City Attorney's time. - View case against 4 properties, code only allows the charge of one application fee. Consider changing code so that each address has an application fee.
PURCHASE PROPERTY FOR OS	Not acquire		
REFUND THE RESIDENTS	Refund yearly surplus to residents. Use money for programmatic services that will benefit larger community. Identify CIP to fund in next year to three years to really see if there's surplus. Not connecting to sewer might be missed opportunity. Staff coming back with recommendations on how to spend surplus: services, drainage, firebreak, etc. Come back after fiscal year. CC committing money TBD.	- FY21-22, Council adopted a deficit budget. Reserves are needed for capital improvement projects, operation improvements, cost of service to residents and meeting mandates.	- Expenditures throughout the year are monitored by staff to prevent overspending. - Can use reserves to hire a Notary to be at City Hall one day a week and offer free service to the residents of Rolling Hills. - Can use reserve funds to start a public access channel to communication with residents and

2022 STRATEGIC PLANNING MEETING

JANUARY 22, 2022

			can broadcast public meetings, fill contents with educational videos. - Provide passport service at City Hall.
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City of Rolling Hills

INCORPORATED JANUARY 24, 1957

Agenda Item No.: 6.B

Mtg. Date: 01/22/2022

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: ELAINE JENG, CITY MANAGER

THRU: ELAINE JENG P.E., CITY MANAGER

SUBJECT: REVIEW THE CAPITAL IMPROVEMENT PLAN APPROVED AS A PART OF THE FISCAL YEARS 2020-2021 AND 2021-2022 BUDGET ADOPTION.

DATE: January 22, 2022

BACKGROUND:

The City Council adopted a three year Capital Improvement Plan (CIP) for FY 2020-2021 and FY 2021-2022.

DISCUSSION:

Atypical to the adoption of a CIP, the City Council opted not to allocate funds to the projects listed in the three year CIP for FY 2020-2021 and FY 2021-2022. The adopted CIP served as a work plan and as each project progressed, the City Council was requested to allocate line item budget at different phases for each project. For example, the City Hall ADA Improvement Project was discussed with the City Council extensively in 2020 and 2021, including allocation of funds for design work, and alternative spacing planning. The engineering design of the 8" sewer main was also allocated budget in 2020. The acceptance of the grant funds for the Crest Road East Utility Undergrounding project and the Vegetation Management in the Canyons were acted on by the Council individually.

Typically, the adoption of a CIP would allocate a certain dollar amount to the project for a period of one to five years. Expenditures for the projects would be allowed as long as the expenses are within the allocated amount for the specified period.

FISCAL IMPACT:

None

RECOMMENDATION:

Review with staff.

ATTACHMENTS:

[CIP_3Years_2020.pdf](#)

[CIP_3Years_2021-June-28.pdf](#)

**PROPOSED 3-YEAR CAPITAL IMPROVEMENT PLAN
CITY OF ROLLING HILLS
FY2020-2021 TO FY 2022-2023**

		Current Year		Year 1		Year 2		Year 3			
Project Description		FY 2018-2019		FY 2019-2020		FY 2020-2021		FY 2021-2022		FY 2022-2023	
		Phase	Cost	Phase	Cost	Phase	Cost	Phase	Cost	Phase	Cost
1	8" Sewer Main along Rolling Hills Road*	Feasibility Study Phase I	\$11,391	Feasibility Study Phase II	\$30,000	Design/Construction	\$400,000	Construction	\$700,000		
2	Tennis Courts ADA Improvements**					Design	\$50,000	Construction	\$250,000		
3	City Hall ADA Improvements**			Design	\$30,000	Design	\$7,000	Construction	\$300,000		
4	City Hall campus parking lot improvements***	Design	\$21,000					Design	\$50,000	Construction	\$500,000
Total			\$40,391		\$60,000		\$457,000		\$1,300,000		\$500,000

* Possible offset of General Fund with successful grant pursuits.

** Low interest rate financing available through CJPIA for ADA projects with 5 year repay plan.

*** Eligible to be funded using a combination of accumulated local returns from Measures R and M transportation funds, Measure A County Park fund, and Measure W Clean Water fund.

SCHEDULE

		FY 2018-2019		FY 2019-2020		FY 2020-2021		FY 2021-2022		FY 2022-2023	
Project Description		Phase	Timeframe	Phase	Timeframe	Phase	Timeframe	Phase	Timeframe	Phase	Timeframe
1	8" Sewer Main along Rolling Hills Road*	Feasibility Study Phase I	Feb 18 - Oct 18	Feasibility Study Phase II	May 19- May 20	Design/Construction	July20- Feb21, May 21 - Sept 21	Construction	May 21 - Sept 21		
2	Tennis Courts ADA Improvements**	Design				Construction	May 21 - Sept 21	Construction	May 21 - Sept 21		
3	City Hall ADA Improvements**			Design	Jan 20 - Sept 20	Design	Jan 20 - Sept 20	Construction	July 21 - Nov 21		
4	City Hall campus parking lot improvements***	Design						Design	Feb 22 - Jun 22	Construction	Aug 22 - Dec 22

**PROPOSED 3-YEAR CAPITAL IMPROVEMENT PLAN
CITY OF ROLLING HILLS
FY2020-2021 TO FY 2022-2023**

			Year 0		Current Year		Year 2		Year 3	
Project Description	FY 2018-2019		FY 2019-2020		FY 2020-2021		FY 2021-2022		FY 2022-2023	
	Phase	Cost	Phase	Cost	Phase	Cost	Phase	Cost	Phase	Cost
1 8" Sewer Main along Rolling Hills Road [1]	Feasibility Study Phase I	\$11,391	Feasibility Study Phase II	\$30,000	Design	\$81,196	Construction	\$1,700,000		
2 Tennis Courts ADA Improvements	Design	\$8,000					Construction	\$300,000		
3 City Hall ADA Improvements [2]					Design	\$37,000	Construction	\$784,390		
4 Crest Road East Utility Undergrounding Grant Project [3]					Design		Design/Construction	\$763,638	Construction	\$763,638
5 Vegetation/Fire Fuel Management Grant Project [4]					Design [6]	\$0	Environmental/ Construction	\$975,144		
6 City Hall campus parking lot improvements [5]									Design	\$50,000
Total		\$19,391		\$30,000		\$118,196		\$4,523,172		\$813,638

[1] Off-set of general fund (\$350,000) using American Rescue Fund

[2] Low interest rate financing secured (\$300,000) through CJPIA for ADA projects with 5 year repay plan.

[3] Grant requires 25% local match. City will use Rule 20A credit for local match.

[4] Only phase 1 has been awarded. Phase 2 approval will depend on the completion of phase 1.

[5] Eligible to be funded using a combination of accumulated local returns from Measures R and M transportation funds, Measure A County Park fund, and Measure W Clean Water fund.

[6] No cost to the City; contribution by the Los Angeles County Fire Department

SCHEDULE

Project Description	FY 2018-2019		FY 2019-2020		FY 2020-2021		FY 2021-2022		FY 2022-2023	
	Phase	Timeframe	Phase	Timeframe	Phase	Timeframe	Phase	Timeframe	Phase	Timeframe
1 8" Sewer Main along Rolling Hills Road [1]	Feasibility Study Phase I	Feb 18 - Oct 18	Feasibility Study Phase II	May 19- May 20	Design	Sept '20 - Jun '21	Construction	Jul '21 - Nov '21		
2 Tennis Courts ADA Improvements	Design						Construction	Nov '21 - Apr '22		
3 City Hall ADA Improvements [2]					Design	Mar '20 - May '21	Construction	Oct '21 - Feb '22		
4 Crest Road East Utility Undergrounding Grant Project [3]					Design	Jan '21 - Jun '22	Design/Construction	Jul '21 - Jun '22	Construction	Jul'22 - Sept '22
5 Vegetation/Fire Fuel Management Grant Project [4]					Design	Dec '20 - Mar '21	Environmental/ Construction	May '21 - Nov '21; Jan '22 - Apr '22		
6 City Hall campus parking lot improvements [5]									Design	Jun '22 - Dec '22



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

Agenda Item No.: 6.C
Mtg. Date: 01/22/2022

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: ELAINE JENG, CITY MANAGER

THRU: ELAINE JENG P.E., CITY MANAGER

SUBJECT: DISCUSS AND ESTABLISH PRIORITIES INCLUDING CAPTIAL AND NON CAPTIAL PROJECTS FOR THE NEXT TWO FISCAL YEARS (FY 2022-2023 AND FY 2023-2024).

DATE: January 22, 2022

BACKGROUND:

In preparation of the 2020 strategic planning workshop, the City Council was requested to submit priorities for the city. The submitted priorities were compared to identify common priorities. Similar to the preparation for the workshop two years ago, the City Council was asked to provide priorities for the 2022 workshop.

DISCUSSION:

Priorities received from the Council at the time of agenda publishing are as follows:

1. Balancing the need for fire fuel reduction with the concerns and reservations of residents as well as mitigating the financial impact on residents.
2. Compliance with Affordable Housing requirements while maintaining the traditional Rolling Hills community expectations.
3. Developing an understanding of the City's obligations and responsibilities regarding storm drains and the impact on the budget.
4. Completion of City Hall Campus improvements
5. Fire Safety - Implement all programs (videos, work in conservancy, vegetation management, incentives, etc.) to continue to support fire safety.
6. Storm drains - What role can we play to encourage and support RHCA efforts to address?
7. ADA at City Hall - Need to make decision to minimize exposure to complaints and lawsuits.
8. Sewers - Continue with existing City Hall campus project?
9. City staffing - What can we do to attract, retain, and develop top quality employees to support Council's visions/goals?

The City Council can provide and specify additional priorities at the workshop. Staff and Council will review Council's current priorities together, and compare the list to the 2020 priorities to identify

adjustments to the city's workplan for the next two years.

FISCAL IMPACT:

None.

RECOMMENDATION:

Discuss and provide direction to staff.

ATTACHMENTS:



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

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

Item: 14.D.

Meeting Date: 1/26/2026

To: City Council
From: Karina Bañales, City Manager
Thru: Karina Bañales, City Manager
Subject: Consideration of a Civic Engagement Program for Rolling Hills

Background:

Both the City of Rancho Palos Verdes and the City of Palos Verdes Estates have used community education programs as tools to increase civic engagement and help residents better understand how their local governments operate.

The City of Rancho Palos Verdes currently operates a Leadership Academy, which provides residents with an in-depth overview of how the City functions through presentations by department staff and City leadership. Topics typically include municipal governance, budgeting, public safety, community development, infrastructure, and recreation services. The program is designed to build informed community members and encourage participation in advisory bodies, volunteer opportunities, and future civic leadership roles.

The City of Palos Verdes Estates has also offered a Citizens Academy in prior years with similar objectives. That program focused on educating residents about City services, public safety, budgeting, governance, and the City's history, with the goal of improving transparency and fostering a stronger connection between residents and City Hall. While the structure and frequency of the program has varied over time, it reflects a regional interest in using resident education programs as a tool for community engagement.

These types of programs are commonly used by local governments to provide residents with a better understanding of municipal operations, clarify how decisions are made, and help build trust and communication between the community and City staff and officials.

Discussion:

For the purposes of this evening's discussion, staff is seeking direction from the City Council on whether the City of Rolling Hills should explore developing a similar resident education or leadership program focused on the City's operations, services, and governance. Given Rolling Hills' unique governance structure, small staff size, and highly engaged community, such a program could provide residents with greater insight into how the City functions, the challenges it faces, and the roles of the City Council, commissions, and staff.

If the City Council expresses interest in moving forward, staff would return at a future meeting with a more detailed analysis, including potential program structures and formats, recommended topic areas, staffing and resource needs, estimated costs, and potential schedules or delivery methods. This would allow the City Council to evaluate the feasibility, scope, and benefits of a Rolling Hills–specific program before determining whether to proceed with implementation.

At this time, no action is requested beyond providing direction to staff on whether to conduct this additional research and return with options for Council consideration.

Fiscal Impact:

None.

Recommendation:

Discuss and provide direction to staff.

Attachments:

None