



# *City of Rolling Hills*

INCORPORATED JANUARY 24, 1957

NO. 2 PORTUGUESE BEND ROAD  
ROLLING HILLS, CA 90274  
(310) 377-1521  
FAX (310) 377-7288

**AGENDA**  
**Regular City Council Meeting**

**CITY COUNCIL**  
**Monday, June 28, 2021**

**CITY OF ROLLING HILLS**  
**7:00 PM**

## **SUPPLEMENTAL**

**This meeting is held pursuant to Executive Order N-29-20 issued by Governor Gavin Newsom on March 17, 2020.**

All Councilmembers will participate by teleconference. The meeting agenda is available on the City's website. A live audio of the City Council meeting will be available on the City's website. Both the agenda and the live audio can be found here: <https://www.rollinghills.org/government/agenda/index.php>.

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

Zoom access: <https://us02web.zoom.us/j/87227175757?pwd=VzNES3Q2NFprRk5BRmdUSktWb0hmUT09>

Or dial (669) 900-9128

meeting ID: 872 2717 5757      passcode: 780609

Audio recordings to all the City Council meetings can be found here:  
<https://cms5.revize.com/revize/rollinghillsca/government/agenda/index.php>

While on this page, locate the meeting date of interest then click on AUDIO. Another window will appear. In the new window, you can select the agenda item of interest and listen to the audio by hitting the play button. Written Action Minutes to the City Council meetings can be found in the AGENDA, typically under Item 4A Minutes. Please contact the City Clerk at 310 377-1521 or email at [cityclerk@cityofrh.net](mailto:cityclerk@cityofrh.net) for assistance.

*Next Resolution No. 1285*

*Next Ordinance No. 371*

### **1. CALL TO ORDER**

### **2. ROLL CALL**

### **PLEDGE OF ALLEGIANCE**

3. **OPEN AGENDA - PUBLIC COMMENT WELCOME**

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

4. **MEETING MINUTES**

4.A. **REGULAR MEETING MINUTES OF JUNE 14, 2021.**

**RECOMMENDATION: Approve as presented.**

[06.14.2021\\_CCMinutes.v3.P.docx](#)

[SUPPLEMENTAL RH 06.14.2021\\_CCMinutes.v4. Revised.docx](#)

5. **CONSENT CALENDAR**

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

5.A. **PAYMENTS OF BILLS.**

**RECOMMENDATION: Approve as presented.**

[Payment of Bills.pdf](#)

5.B. **REPUBLIC SERVICES RECYCLING TONNAGE REPORT FOR MAY 2021.**

**RECOMMENDATION: Approve as presented.**

[Rolling Hills YTD MAY Tonnage Report.pdf](#)

5.C. **APPROVE SECOND AMENDMENT FOR DESIGN OF THE EMERGENCY POWER SOLUTION (EMERGENCY STANDBY GENERATOR) FOR PACIFIC ARCHITECTURE AND ENGINEERING.**

**RECOMMENDATION: Approve as presented.**

[Second Amendment to PSA - Architectural and Engineering Services-c1 \(needs signatures\).pdf](#)

5.D. **APPROVE SECOND AMENDMENT WITH THE PALOS VERDES PENINSULA LAND CONSERVANCY FOR PHASE III FUEL LOAD REDUCTION IN THE NATURE PRESERVE IN THE AREAS ADJACENT TO THE CITY BORDER.**

**RECOMMENDATION: Approve as presented.**

[Second Amendment to Fire Fuel Abatement- FINAL.DOC](#)

5.E. **AMENDED AGREEMENT WITH JOHN HUNTER AND ASSOCIATES TO CONTINUE STORMWATER TMDL REPORTING.**

**RECOMMENDATION: Approve as presented.**

[RH1 Trash TMDL Proposal 2021 revised.pdf](#)

[5TH Amendment Time Extension to 06.30.25.pdf](#)

5.F. **AMENDED AGREEMENT WITH MCGOWAN CONSULTING TO CONTINUE TO SUPPORT THE CITY WITH STORMWATER MANDATE COMPLIANCE.**

**RECOMMENDATION: Approve as presented.**

[RH-MS4-ProposalLetter-FY2122.pdf](#)

[RH-SOW-FY2122.pdf](#)

[Draft 4th Amendment.pdf](#)

- 5.G. [DESIGNATE VOTING DELEGATE AND ALTERNATE VOTING DELEGATE TO THE LEAGUE OF CALIFORNIA CITIES ANNUAL CONFERENCE SEPTEMBER 22-24 TO BE HELD IN SACRAMENTO, CA.](#)

**RECOMMENDATION:** Staff recommends that the City Council approve the same voting delegate and alternate voting delegate as the year prior.

[Voting\\_Delegate\\_Packet.pdf](#)

- 5.H. [PROPOSAL FOR THE BLOCK CAPTAIN APPRECIATION EVENT.](#)

**RECOMMENDATION:** Approve as presented.

[Proposal from Philly Jayâ€™s Steaks.pdf](#)

## 6. COMMISSION ITEMS

- 6.A. [ZONING CASE NO. 21-04: REQUEST FOR: 1\) CONDITIONAL USE PERMITS FOR A PROPOSED SPORTS COURT AND MIXED USE STRUCTURE; AND 2\) REQUEST FOR VARIANCES FOR: ENCROACHMENT INTO THE REQUIRED SETBACKS FOR THE SPORTS COURT AND MIXED USE STRUCTURE AND PAD COVERAGE EXCEEDANCE.](#)

**RECOMMENDATION:** Receive and file as presented.

[2021-05.PC RESOLUTION 15 Upper Blackwater Canyon Signed.pdf](#)

[Development\\_Proposal\\_Table.15\\_Upper\\_Blackwater\\_Canyon.pdf](#)

[2021-0625 15 UBWC City Council Submittal \(reduced\).pdf](#)

## 7. PUBLIC HEARINGS

- 7.A. [PUBLIC HEARING AND CONSIDERATION OF RESOLUTION NO. 1281 ADOPTING THE 2021/2022 FISCAL YEAR BUDGET AND RESOLUTION NO. 1282 ESTABLISHING THE ANNUAL APPROPRIATIONS GANN LIMIT FOR THE CITY OF ROLLING HILLS.](#)

**RECOMMENDATION:** Upon the conclusion of the public hearing, staff recommends that the City Council adopt the Fiscal Year 2021-2022 Budget for all the City's Funds and the Annual Appropriations Limit.

[Fiscal Year 2021-22 Proposed Budget.pdf](#)

[General Fund Historical Revenue & Expenditure Trends.pdf](#)

[Graph Historical Revenue & Expenditure Trends.pdf](#)

[ResolutionNo 1281 FY\\_2021-22-AdoptedBudget.docx](#)

[ResolutionNo1282 FY\\_2021-22-AppropLimit.docx](#)

[SUPPLEMENTAL - CIP\\_3Years\\_2021-June-28.pdf](#)

## 8. OLD BUSINESS

- 8.A. [RECEIVE AND FILE FINAL HARDENING THE HOME EDUCATIONAL VIDEOS.](#)

**RECOMMENDATION:** Receive and file.

- 8.B. [REVIEW OVERALL PROJECT COST ESTIMATES AT 65% DESIGN PROGRESS FOR TWO LAYOUT OPTIONS FOR THE CITY HALL ADA IMPROVEMENTS PROJECT AND PROVIDE DIRECTION TO STAFF.](#)

**RECOMMENDATION:** Review additional data for the project and provide direction to staff.

rolling hills city hall \_option1\_202006008 Layout1 (1).pdf  
rolling hills city hall \_option2\_202006008d Layout1 (1).pdf  
20210519\_city hall renovation cost estimate\_two options.pdf  
20200509\_rollinghills\_costestimate10.pdf

- 8.C. VIEW CASE FEE REDUCTION (\$2,000 TO \$1,000) AS RECOMMENDED BY THE FINANCE/BUDGET/AUDIT COMMITTEE.

**RECOMMENDATION: Discuss and review.**

9. **NEW BUSINESS**

- 9.A. RECEIVE AND FILE COMMUNITY SURVEY RESULTS ON SANITARY SEWER COLLECTION SYSTEM.

**RECOMMENDATION: Receive and file.**

Sewer Survey Responses Data 5.27.21-6.23.21 (No. 4).pdf  
(Question 6 Comments) Sewer Survey Responses Data 5.27.21-6.23.21.pdf

- 9.B. STORMWATER COMPLIANCE WITH TOTAL MAXIMUM DAILY LOAD (TMDL): DECISION NEEDED ON TIME SCHEDULE ORDER (TSO) TORRANCE AIRPORT PROJECT, AND PARTICIPATION IN PENINSULA EWMP.

**RECOMMENDATION: Provide directions to staff.**

RH\_TMDL\_AlternativeCompliance\_2021-06-28.pdf

- 9.C. GIFTING OF PROPOSITION C TO ROLLING HILLS ESTATES AND RANCHO PALOS VERDES FOR REHABILITATING SILVER SPUR ROAD.

**RECOMMENDATION:**

**It is recommended that the City Council consider and approve the following:**

1. Gift a total of \$39,000 of Proposition C funds to the City of Rolling Hills Estates for resurfacing Silver Spur Road from Crenshaw Blvd. to Drybank Drive and authorize the City Manager to execute the Proposition C Funds Assignment Agreement between the City of Rolling Hills and the City of Rolling Hills Estates; and
2. Gift a total of \$26,000 of Proposition C funds to the City of Rancho Palos Verdes for resurfacing Silver Spur Road from Drybank Drive to Hawthorne Blvd and authorize the City Manager to execute the Proposition C Funds Assignment Agreement between the City of Rolling Hills and the City of Rancho Palos Verdes; and
3. Approve Resolution 1283 Approving an Agreement between the City of Rolling Hills, California and the City of Rolling Hills Estates Assigning to the City of Rolling Hills Estates its available Proposition C Transportation Funds ; and
4. Approve Resolution 1284 Approving an Agreement between the City of Rolling Hills, California and the City of Rancho Palos Verdes Assigning to the City of Rancho Palos Verdes its available Proposition C Transportation Funds.

Proposition C Fund Letters.pdf

ResolutionNo1283 Re\_Prop\_C\_Funds\_RHE.docx

ResolutionNo1284 Re\_Prop\_C\_Funds\_RPV.docx

- 9.D. RECEIVE AND FILE A REPORT ON FIRE FUEL COMMITTEE MEETING HELD ON



JUNE 16, 2021 AND APPROVE COMMITTEE'S RECOMMENDATIONS.

**RECOMMENDATION: Receive and file and approve committee's recommendations.**  
Fire Fuel Committee Agenda 06.16.2021.pdf

- 9.E. REVIEW CURRENT HEALTH ORDERS AND CONSIDER CONDUCTING CITY COUNCIL IN-PERSON MEETINGS STARTING ON JULY 12, 2021. (SUPPLEMENTAL)

**RECOMMENDATION: Provide directions to staff.**

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

- 10.A. LATEST INFORMATION ON EQUINE EVACUATION PROVIDED BY THE LOS ANGELES COUNTY DEPARTMENT OF ANIMAL CARE AND CONTROL EQUINE RESPONSE TEAM.Â (MIRSCH)

**RECOMMENDATION: None.**

- 10.B. COMMUNITY MEETING ON PUBLIC SAFETY WITH THE LOS ANGELES COUNTY SHERIFF'S DEPARTMENT LOMITA STATION, SCHEDULE FOR TUESDAY, JULY 13, 2021 AT 6:30PM. (DIERINGER)

**RECOMMENDATION: None.**

- 10.C. CONSIDER ESTABLISHING A NO CAMPING ORDINANCE. (BLACK)

**RECOMMENDATION: Consider adding to future agenda.**

**11. MATTERS FROM STAFF**

**12. CLOSED SESSION**

**13. ADJOURNMENT**

Next regular meeting: Monday, July 12, 2021 at 7:00 p.m.

via Zoom. Zoom access:

Join Zoom Meeting

<https://us02web.zoom.us/j/87227175757?pwd=VzNES3Q2NFprRk5BRmdUSktWb0hmUT09>

Meeting ID: 872 2717 5757

**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

---

**Agenda Item No.: 4.A**

**Mtg. Date: 06/28/2021**

**TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL**

**FROM: JANELY SANDOVAL, CITY CLERK**

**THRU: ELAINE JENG P.E., CITY MANAGER**

**SUBJECT: REGULAR MEETING MINUTES OF JUNE 14, 2021.**

**DATE: June 28, 2021**

---

**BACKGROUND:**

None.

**DISCUSSION:**

None.

**FISCAL IMPACT:**

None.

**RECOMMENDATION:**

Approve as presented.

**ATTACHMENTS:**

[06.14.2021\\_CCMinutes.v3.P.docx](#)

[SUPPLEMENTAL RH 06.14.2021\\_CCMinutes.v4. Revised.docx](#)

**MINUTES OF A  
REGULAR MEETING OF THE  
CITY COUNCIL OF THE  
CITY OF ROLLING HILLS, CALIFORNIA  
MONDAY, JUNE 14, 2021**

**1. CALL TO ORDER**

The City Council of the City of Rolling Hills met via Zoom Teleconference on the above date at 7:02 PM.

Mayor Bea Dieringer presiding.

**2. ROLL CALL**

Present: Mayor Dieringer, Pieper, Mirsch and Wilson.  
Absent: Mayor Pro Tem Black.  
Staff Present: Elaine Jeng, City Manager  
Meredith Elguira, Planning and Community Services Director  
Janely Sandoval, City Clerk  
Ashford Ball, Senior Management Analyst  
Michael Jenkins, City Attorney  
Terry Shea, Finance Director  
Barry Miller, Housing Consultant  
Larry Hall, Appellant Lawyer  
Vincent DiBiasi, Appellant Architect  
Jeff Lewis, Applicant Lawyer  
Alan Palermo, Project Manager  
Cris Sarabia, Palos Verdes Land Conservancy Conservation Director

**3. OPEN AGENDA PUBLIC COMMENT WELCOME**

Resident Alfred Visco, 15 Clinchring Road, commented on the status on acquiring communication devices for the Block Captains.

**4. CITY COUNCIL MINUTES**

**4A REGULAR MEETING OF MAY 24, 2021**

The City Council waited for Mayor Pro Tem Black to join the meeting. The item on City Council meeting minutes was presented out of order.

City Clerk Janely Sandoval presented minor edits to the minutes requested by Mayor Dieringer.

**MOTION:** Councilmember Pieper motioned to approve the minutes as amended and Councilmember Wilson seconded the motion.

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

NOES: COUNCILMEMBERS: None.

ABSENT: COUNCILMEMBERS: Mayor Pro Tem Black.

ABSTAIN: COUNCILMEMBERS: None.

**5. CONSENT CALENDAR**

**5A PAYMENT OF BILLS**

**5B RECEIVE AND FILE A REQUEST FOR PROPOSAL TO PROVIDE ENVIRONMENTAL ASSESSMENT FOR THE VEGETATION MANAGEMENT IN THE CANYONS GRANT PROJECT.**

**5C APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH WILL DAN ENGINEERING TO CONDUCT A SEWER FEASIBILITY STUDY (PHASE III) ON CONNECTIONS TO THE PROPOSED 8" SEWER MAIN ALONG PORTUGUESE BEND ROAD/ ROLLING HILLS ROAD.**

**MOTION:** Councilmember Pieper motioned to approve the consent items and Councilmember Wilson seconded the motion.

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

NOES: COUNCILMEMBERS: None.

ABSENT: COUNCILMEMBERS: Mayor Pro Tem Black.

ABSTAIN: COUNCILMEMBERS: None.

**6. COMMISSION ITEMS**

None.

**7. PUBLIC HEARINGS**

**7A CONSIDER AND APPROVE RESOLUTION 1276 TO CREATE ASSESSMENT DISTRICT FOR CREST ROAD EAST UNDERGROUNDING PROJECT.**

Planning and Community Services Director Meredith Elguira provided summary of the proposed resolution.

Councilmember Mirsch asked about the fiscal impact on the Rule 20A work credits and if the residents know that they are responsible for undergrounding their service line.

Planning and community Services Director Elguira provided an explanation of the Rule 20 work credits and noted that the grant cover the property owners' service lines.

**MOTION:** Councilmember Mirsch moved to approve Resolution No. 1276 to create the underground utility district and Councilmember Wilson seconded the motion.

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

**7B CONSIDER AND APPROVE RESOLUTION NO. 1277 OF THE CITY COUNCIL OF THE CITY OF ROLLING HILLS ADOPTING AMENDMENTS TO THE 2014-2021 ROLLING HILLS HOUSING ELEMENT. A NEGATIVE DECLARATION WAS PREVIOUSLY PREPARED, ADOPTED, AND FILED FOR THIS PROJECT.**

Housing Consultant Barry Miller provided summary of project and final edits to the City's Housing Element.

Discussion ensued between Councilmembers and Housing Consultant Miller on clarifications to the final Housing Element.

**MOTION:** Councilmember Pieper motioned to approve as presented and Councilmember Wilson seconded the motion.

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

**7C CONSIDER APPROVAL OF RESOLUTION NO. 1279 DENYING THE APPEAL AND UPHOLDING THE PLANNING COMMISSION'S APPROVAL OF SITE PLAN REVIEW, CONDITIONAL USE PERMIT AND VARIANCE FOR A MIXED STRUCTURE LOCATED AT 24 CINCHRING ROAD (NAKAMURA).**

Planning and Community Services Director Elguira presented project, applicant's request, and a summary of appeals made and approved prior post hoc.

Appellant Lawyer Larry Hall stated the reason behind Dr. Elliot Brunner's appeal, explained that the Nakamura's application does not follow City code due to being a conjoined structure, and informed that group that the Nakamura's project impairs his client's view.

Appellant and resident Dr. Brunner, 26 Cinchring Road provided his statement and the reasons why he believed the project is illegal.

Appellant Architect Vincent DiBiasi stated that the project cannot be completed as approved due to the elevation of the land on the property.

Councilmember Wilson asked if he should recuse himself.

Planning and Services Director Elguira explained that Councilmember Wilson's property is located beyond 500 ft. from the project and he did not need to recuse himself.

City Attorney Mike Jenkins added that if Councilmember Wilson believed it will be a conflict of interest for him to participate on this item, Councilmember Wilson can ask to recuse himself.

Councilmember Wilson recused himself and turned off Zoom camera at 7:55 PM.

Applicant Lawyer Jeff Lewis stated the legality of the applicant's project and noted that the structure is not conjoined per the appellant team.

Misty Nakamura, representing the applicant stated that appellant's goal is to delay project.

Resident Clint Patterson, 24 Georgeff Road, informed the City Council that previously, he submitted written comment and agreed that the structure is conjoined.

Resident Jim Aichele, 14 Crest Road West, expressed concern that resident Patterson was biased on the matter as the appellant's real estate agent.

Appellant Lawyer Hall stated previously that the Nakamuras have dismissed City laws and standards, and received a stop work order for their actions.

Appellant Architect DiBiasi expressed his concern that the proposed project has a higher roofline obstructing the view of the appellant.

Misty Nakamura stated that the new proposed project will have the same roofline and will not obstruct the appellant's view.

Councilmember Pieper requested City Attorney Jenkins to provide clarification on the appropriate discussions for this item.

City Attorney Jenkins clarified that the proposed resolution only pertained to the mixed-use structure.

Discussions ensued between Councilmembers.

**MOTION:** Councilmember Pieper motioned to deny the appeal of the Planning Commission's decision and to adopt the resolution in the agenda packet, and Councilmember Mirsch seconded the motion.

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

**8. OLD BUSINESS**

**8A RECEIVE AN UPDATE REGARDING A PENINSULA CITIES JOINT LETTER EXPRESSING CONCERNS REGARDING SPECIAL DIRECTIVE POLICIES IMPACTING PUBLIC SAFETY AND PROVIDE DIRECTION TO STAFF.**

Mayor Dieringer informed the group of her conflict of interest on this item and delegated Councilmember Pieper to lead the discussion. Mayor Dieringer recused herself at 8:39 PM by turning off her Zoom Camera.

Councilmember Wilson turned Zoom camera on at 8:39 PM.

City Clerk Sandoval informed the City Council that the City of Rolling Hills Estates might not participate in joint letter.

Resident Visco stated that the City Council should not sign letter all four cities do not participate.

Discussion ensued between Councilmembers.

Councilmember Pieper directed staff to bring the item back only if all four cities agree to participate in joint letter.

Mayor Dieringer turned on Zoom camera at 8:46 PM.

**8B REVIEW OVERALL PROJECT COST ESTIMATES AT 65% DESIGN PROGRESS FOR TWO LAYOUT OPTIONS FOR THE CITY HALL ADA IMPROVEMENTS PROJECT AND PROVIDE DIRECTION TO STAFF.**

**MOTION:** Councilmember Pieper motioned to reschedule the item to the next meeting and Councilmember Mirsch seconded the motion.

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

**8C CONSIDER AND APPROVE A PROPOSAL FROM PACIFIC ARCHITECTURE AND ENGINEERING FOR THE DESIGN OF THE EMERGENCY POWER SOLUTION TO REPLACE THE NON-WORKING EMERGENCY STANDBY GENERATOR.**



City Manager Elaine Jeng presented the proposal from Pacific Architecture and Engineering.

Discussion ensued between staff and Councilmembers.

Resident Visco asked for clarification on the pricing for a 5KW battery in assessment study, and asked if Tesla products were considered.

**MOTION:** Councilmember Pieper motioned approve the proposal and Councilmember Wilson seconded the motion.

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

NOES: COUNCILMEMBERS: None.

ABSENT: COUNCILMEMBERS: Mayor Pro Tem Black.

ABSTAIN: COUNCILMEMBERS: None.

## **9. OLD BUSINESS**

City Manager requested the Mayor to take items out of order in recognition of the Palos Verdes Land Conservancy guests waiting to present on their proposal..

### **9A RECEIVE AND FILE A REPORT ON THE FIRE FUEL COMMITTEE MEETING HELD ON JUNE 2, 2021; AND APPROVE THE FIRE FUEL COMMITTEE'S RECOMMENDATION TO FUND AN ANNUAL CANYON MANAGEMENT PROGRAM.**

City Manager Jeng summarized the June 2, 2021 Fire Fuel Committee meeting.

Councilmember Mirsch provided additional information on recommendations and expressed concern for the dead vegetation ordinance.

Resident Melissa McNabb, 11 Quail Ridge Road, expressed concerns over what can happen if residents do not provide consent for the abatement work, and the City simple decides to move to another project area, there will be no accomplishments. She also suggested having the City provide property owners with mitigation measures.

Resident Visco expressed concerns regarding voluntary compliance vs. mandatory compliance, and expressed interest in having Los Angeles County Fire Department provide guidance identifying areas of concern.

Discussion ensued between Councilmembers.

Councilmember Pieper requested that the Fire Fuel Committee further develop the recommendation.

**MOTION:** Councilmember Pieper motioned to receive and file the report on the Fire Fuel Committee meeting and Councilmember Mirsch seconded the motion.

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

NOES: COUNCILMEMBERS: None.

ABSENT: COUNCILMEMBERS: Mayor Pro Tem Black.

ABSTAIN: COUNCILMEMBERS: None.

**9B CONSIDER AND APPROVE PROPOSAL FROM THE PALOS VERDES PENINSULA LAND CONSERVANCY FOR ADDITIONAL FUEL LOAD REDUCTION IN THE NATURE PRESERVE IN THE AREAS ADJACENT TO THE CITY BORDER.**

Senior Management Analyst Ashford Ball presented a summary of the proposal and current projects previously commissioned by the City.

Palos Verdes Peninsula Land Conservancy (PVPLC) Conservation Director Cris Sarabia presented fuel abatement progress and the upcoming work in the Preserve.

Councilmember Pieper noted that he wants to see the resources for on-going maintenance be reduced or stabilize going forward.

Discussion ensued between Councilmembers, City Manager, and Conservation Director Sarabia.

Resident Visco expressed that he has not seen all areas of Phase 1 mowed. He expressed that Rancho Palo Verdes should provide funds for fuel abatement.

Conservation Director Sarabia responded that Phase I areas have been mowed.

Resident Aichele requested information regarding the Portuguese Canyon Creek.

Cris Sarabia responded that the creek is seasonal and only flows during a rain event.

**MOTION:** Councilmember Pieper motion to approve Phase III as presented and Councilmember Wilson seconded the motion.

AYES: COUNCILMEMBERS: Pieper, Mirsch, and Wilson.

NOES: COUNCILMEMBERS: Mayor Dieringer.

ABSENT: COUNCILMEMBERS: Mayor Pro Tem Black.

ABSTAIN: COUNCILMEMBERS: None.

**9C ACCEPT SMALL CITIES ALLOCATION FROM THE AMERICAN RESCUE PLAN ACT (ARPA).**

City Manager Jeng presented the item and the proposed plan of action.

**MOTION:** Councilmember Pieper motioned to accept \$441,363 and Councilmember Wilson seconded the motion.

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

**9D APPROVE RESOLUTION 1280 AUTHROIZING THE EXCHANGE OF PROPOSITION A FUNDS WITH THE CITY OF BEVERLY HILLS FOR GENERAL FUNDS; AND AUTHROIZE THE CITY MANAGER TO EXECUTE THE FUND EXCHANGE AGREEMENT.**

**MOTION:** Councilmember Wilson motioned to approve Resolution No. 1280 authorizing exchange of Prop A Fund with City of Beverly Hills, and Councilmember Mirsch seconded the motion.

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

**9E CONSIDER AND APPROVE RESOLUTION NO. 1278 UPDATING THE FEE SCHEDULE AND REPEALING RESOLUTION 1260.**

Planning and Community Services Director Elguira presented the report regarding the fee schedule and repealing resolution.

Discussion ensued between Councilmembers and City Manager Jeng.

Mayor Dieringer asked if a resolution is needed to assess the fees on the property tax.

City Attorney Jenkins said that he needed to confirm if the fee can be collected via the property tax roll, or more appropriate pursued through small claims court for delinquencies.

**MOTION:** Councilmember Mirsch motioned to approve Resolution No. 1278 and repeal Resolution No. 1260, and Councilmember Pieper seconded the motion.

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

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

**10A REPORT ON REGIONAL PUBLIC SAFETY AND REGIONAL CONTRACT LAW COMMITTEES MEETINGS HELD ON MAY 12, 2021.**

Mayor Dieringer presented summary of the Regional Public Safety and Regional Contract Law Committee meetings held on May 13, 2021 and reported on the upcoming logo changes to the Lomita Sheriff cars.

**11. MATTERS FROM STAFF**

**11A RECEIVE AND FILE LOS ANGELES REGIONAL WATER QUALITY CONTROL BOARD'S RESPONSE TO THE CITY'S REQUEST TO REDUCE THE MONITORING FREQUENCY TO MEET THE MACHADO LAKE TRASH TMDL.**

**MOTION:** Councilmember Pieper motioned to receive and file and Councilmember Mirsch seconded the motion.

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

**11B CALRECYCLE'S AB 939 2016-2019 JURISDICTION REVIEW UPDATE.**

**MOTION:** Councilmember Pieper motioned to receive and file and Councilmember Mirsch seconded the motion.

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

**11C CITY MANAGER ADDRESSED RESIDENT STEVE WHEELER'S REQUEST FOR UNDERGROUNDING REIMBURSEMENT TO BE AGENDIZED IN NEXT CITY COUNCIL MEETING.**

Councilmember Pieper requested clarification, as there is already a fee policy which should be used for this purpose, and recommended no need to agendize this item.

City Manager provided summary of resident's project, and request.

**12. CLOSED SESSION**

None.

**13. ADJOURNMENT**

Hearing no further business before the City Council, the meeting was adjourned at 11:21 PM.

Next regular meeting: Monday, June 28, 2021 at 7:00 p.m. via City's website's link at: <https://www.rolling-hills.org/government/agenda/index.php>

Zoom access:

<https://us02web.zoom.us/j/87227175757?pwd=VzNES3Q2NFprRk5BRmdUSktWb0hmT9> or dial (669) 900-9128, meeting ID: 872 2717 5757, passcode: 780609

Respectfully submitted,

---

Janely Sandoval  
City Clerk

Approved,

---

Bea Dieringer  
Mayor

**MINUTES OF A  
REGULAR MEETING OF THE  
CITY COUNCIL OF THE  
CITY OF ROLLING HILLS, CALIFORNIA  
MONDAY, JUNE 14, 2021**

**1. CALL TO ORDER**

The City Council of the City of Rolling Hills met via Zoom Teleconference on the above date at 7:02 PM.

Mayor Bea Dieringer presiding.

**2. ROLL CALL**

Present: Mayor Dieringer, Pieper, Mirsch and Wilson.  
Absent: Mayor Pro Tem Black.  
Staff Present: Elaine Jeng, City Manager  
Meredith Elguira, Planning and Community Services Director  
Janely Sandoval, City Clerk  
Ashford Ball, Senior Management Analyst  
Michael Jenkins, City Attorney  
Terry Shea, Finance Director  
Barry Miller, Housing Consultant  
Larry Hall, Appellant Lawyer  
Vincent DiBiasi, Appellant Architect  
Jeff Lewis, Applicant Lawyer  
Alan Palermo, Project Manager  
Cris Sarabia, Palos Verdes Land Conservancy Conservation Director

**3. OPEN AGENDA PUBLIC COMMENT WELCOME**

Resident Alfred Visco, 15 Clinchring Road, commented on the status on acquiring communication devices for the Block Captains.

**4. CITY COUNCIL MINUTES**

**4A REGULAR MEETING OF MAY 24, 2021**

The City Council waited briefly for Mayor Pro Tem Black to join the meeting. The item on City Council meeting minutes was presented out of order.

City Clerk Janely Sandoval presented minor edits to the minutes requested by Mayor Dieringer.

**MOTION:** Councilmember Pieper motioned to approve the minutes as amended and Councilmember Wilson seconded the motion.

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

NOES: COUNCILMEMBERS: None.

ABSENT: COUNCILMEMBERS: Mayor Pro Tem Black.

ABSTAIN: COUNCILMEMBERS: None.

**5. CONSENT CALENDAR**

**5A PAYMENT OF BILLS**

**5B RECEIVE AND FILE A REQUEST FOR PROPOSAL TO PROVIDE ENVIRONMENTAL ASSESSMENT FOR THE VEGETATION MANAGEMENT IN THE CANYONS GRANT PROJECT.**

**5C APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH WILL DAN ENGINEERING TO CONDUCT A SEWER FEASIBILITY STUDY (PHASE III) ON CONNECTIONS TO THE PROPOSED 8" SEWER MAIN ALONG PORTUGUESE BEND ROAD/ ROLLING HILLS ROAD.**

**MOTION:** Councilmember Pieper motioned to approve the consent items and Councilmember Wilson seconded the motion.

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

NOES: COUNCILMEMBERS: None.

ABSENT: COUNCILMEMBERS: Mayor Pro Tem Black.

ABSTAIN: COUNCILMEMBERS: None.

**6. COMMISSION ITEMS**

None.

**7. PUBLIC HEARINGS**

**7A CONSIDER AND APPROVE RESOLUTION 1276 TO CREATE ASSESSMENT DISTRICT FOR CREST ROAD EAST UNDERGROUNDING PROJECT.**

Planning and Community Services Director Meredith Elguira provided a summary of the proposed resolution.

Councilmember Mirsch asked about the fiscal impact on the Rule 20A work credits and if the residents know that they are responsible for undergrounding their service line.

Planning and community Services Director Elguira provided an explanation of the Rule 20 work credits and noted that the grant will cover the property owners' service lines.



**MOTION:** Councilmember Mirsch moved to approve Resolution No. 1276 to create the underground utility district and Councilmember Wilson seconded the motion.

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

**7B CONSIDER AND APPROVE RESOLUTION NO. 1277 OF THE CITY COUNCIL OF THE CITY OF ROLLING HILLS ADOPTING AMENDMENTS TO THE 2014-2021 ROLLING HILLS HOUSING ELEMENT. A NEGATIVE DECLARATION WAS PREVIOUSLY PREPARED, ADOPTED, AND FILED FOR THIS PROJECT.**

Housing Consultant Barry Miller provided summary of project and final edits to the City's Housing Element.

Discussion ensued between Councilmembers and Housing Consultant Miller on clarifications to the final Housing Element.

**MOTION:** Councilmember Pieper motioned to approve as presented and Councilmember Wilson seconded the motion.

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

**7C CONSIDER APPROVAL OF RESOLUTION NO. 1279 DENYING THE APPEAL AND UPHOLDING THE PLANNING COMMISSION'S APPROVAL OF SITE PLAN REVIEW, CONDITIONAL USE PERMIT AND VARIANCE FOR A MIXED STRUCTURE LOCATED AT 24 CINCHRING ROAD (NAKAMURA).**

Planning and Community Services Director Elguira presented project, applicant's request, and a summary of appeals made and approved prior post hoc.

Appellant Lawyer Larry Hall stated the reason behind Dr. Elliot Brunner's appeal, explained that the Nakamura's application does not follow City code due to being a conjoined structure, and informed that group that the Nakamura's project impairs his client's view.

Appellant and resident Dr. Brunner, 26 Cinchring Road provided his statement and the reasons why he believed the project is illegal.

Appellant Architect Vincent DiBiasi stated that the project cannot be completed as approved due to the elevation of the house as constructed on the property.

Councilmember Wilson asked if he should recuse himself.

Planning and Services Director Elguira explained that Councilmember Wilson's property is located beyond 500 ft. from the project and he did not need to recuse himself.

City Attorney Mike Jenkins added that if Councilmember Wilson believed it will be a conflict of interest for him to participate on this item, Councilmember Wilson can ask to recuse himself.

Councilmember Wilson recused himself and turned off Zoom camera at 7:55 PM.

Applicant Lawyer Jeff Lewis stated the legality of the applicant's project and noted that the mixed use structure is not conjoined, with the previously approved residence as claimed by the appellant team.

Misty Nakamura, representing the applicant stated that appellant's goal is to delay the project.

Resident Clint Patterson, 24 Georgeff Road, informed the City Council that previously, he submitted written comment and agreed that the mixed use structure is conjoined with the residence.

Resident Jim Aichele, 14 Crest Road West, expressed concern that resident Patterson was biased on the matter as the appellant's possible real estate agent.

Appellant Lawyer Hall stated previously that the Nakamuras have disregarded City laws and standards, and received a stop work order for their actions.

Appellant Architect DiBiasi expressed his concern that the proposed project has a higher roofline obstructing the view of the appellant.

Misty Nakamura stated that the new proposed project will have the same roofline and will not obstruct the appellant's view.

Councilmember Pieper requested City Attorney Jenkins to provide clarification on the appropriate discussions for this item.

City Attorney Jenkins clarified that the proposed resolution only pertained to the mixed-use structure.

Discussions ensued among Councilmembers.

**MOTION:** Councilmember Pieper motioned to deny the appeal of the Planning Commission's decision and to adopt the resolution in the agenda packet, and Councilmember Mirsch seconded the motion.

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

## **8. OLD BUSINESS**

### **8A RECEIVE AN UPDATE REGARDING A PENINSULA CITIES JOINT LETTER EXPRESSING CONCERNS REGARDING SPECIAL DIRECTIVE POLICIES IMPACTING PUBLIC SAFETY AND PROVIDE DIRECTION TO STAFF.**

Mayor Dieringer informed the group of her conflict of interest on this item and delegated Councilmember Pieper to lead the discussion. Mayor Dieringer recused herself at 8:39 PM by turning off her Zoom Camera.

Councilmember Wilson turned Zoom camera on at 8:39 PM.

City Clerk Sandoval informed the City Council that the City of Rolling Hills Estates might not participate in the joint letter.

Resident Visco stated that the City Council should not sign letter if all four cities do not participate.

Discussion ensued between Councilmembers.

Councilmember Pieper directed staff to bring the item back only if all four cities agree to participate in the joint letter.

Mayor Dieringer turned on Zoom camera at 8:46 PM.

### **8B REVIEW OVERALL PROJECT COST ESTIMATES AT 65% DESIGN PROGRESS FOR TWO LAYOUT OPTIONS FOR THE CITY HALL ADA IMPROVEMENTS PROJECT AND PROVIDE DIRECTION TO STAFF.**

**MOTION:** Councilmember Pieper motioned to reschedule the item to the next meeting and Councilmember Mirsch seconded the motion.

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

**8C CONSIDER AND APPROVE A PROPOSAL FROM PACIFIC ARCHITECTURE AND ENGINEERING FOR THE DESIGN OF THE EMERGENCY POWER SOLUTION TO REPLACE THE NON-WORKING EMERGENCY STANDBY GENERATOR.**

City Manager Elaine Jeng presented the proposal from Pacific Architecture and Engineering.

Discussion ensued between staff and Councilmembers.

Resident Visco asked for clarification on the pricing for a 5KW battery in the assessment study, and asked if Tesla products were considered.

**MOTION:** Councilmember Pieper motioned to approve the proposal and Councilmember Wilson seconded the motion.

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

NOES: COUNCILMEMBERS: None.

ABSENT: COUNCILMEMBERS: Mayor Pro Tem Black.

ABSTAIN: COUNCILMEMBERS: None.

**9. OLD BUSINESS**

City Manager requested the Mayor to take item 9B out of order in recognition of the Palos Verdes Land Conservancy Representatives waiting to present on their proposal.

**9B CONSIDER AND APPROVE PROPOSAL FROM THE PALOS VERDES PENINSULA LAND CONSERVANCY FOR ADDITIONAL FUEL LOAD REDUCTION IN THE NATURE PRESERVE IN THE AREAS ADJACENT TO THE CITY BORDER.**

Senior Management Analyst Ashford Ball presented a summary of the proposal and current projects previously commissioned by the City.

Palos Verdes Peninsula Land Conservancy (PVPLC) Conservation Director Cris Sarabia presented fuel abatement progress and the upcoming work in the Preserve.

Councilmember Pieper noted that he wants to see that the resources for on-going maintenance are reduced or stabilized going forward.

Discussion ensued among Councilmembers, City Manager, and Conservation Director Sarabia.

Resident Visco expressed that he has not seen all areas of Phase 1 mowed. He expressed that Rancho Palo Verdes should provide funds for fuel abatement.

Conservation Director Sarabia responded that Phase I areas have been mowed.

Resident Aichele requested information regarding the Portuguese Canyon Creek.

Cris Sarabia responded that the creek is seasonal and only flows during a rain event.

Mayor Dieringer noted that since the City has already committed \$84,000 city funds for fuel mitigation in the conservancy, the City should authorize only \$26,000 of the \$87,000 being proposed by the conservancy for additional fuel mitigation. She noted that the additional \$61,000 was for acacia removal that did not border our city and this money could be used for fuel mitigation projects within our city.

**MOTION:** Councilmember Pieper motion to approve Phase III as presented and Councilmember Wilson seconded the motion.

AYES: COUNCILMEMBERS: Pieper, Mirsch, and Wilson.

NOES: COUNCILMEMBERS: Mayor Dieringer.

ABSENT: COUNCILMEMBERS: Mayor Pro Tem Black.

ABSTAIN: COUNCILMEMBERS: None

**9A RECEIVE AND FILE A REPORT ON THE FIRE FUEL COMMITTEE MEETING HELD ON JUNE 2, 2021; AND APPROVE THE FIRE FUEL COMMITTEE'S RECOMMENDATION TO FUND AN ANNUAL CANYON MANAGEMENT PROGRAM.**

City Manager Jeng summarized the June 2, 2021 Fire Fuel Committee meeting.

Councilmember Mirsch provided additional information on recommendations and raised the issue regarding **reliance on voluntary efforts to mitigate fuel or use of enforcement of** the dead vegetation ordinance.

Resident Melissa McNabb, 11 Quail Ridge Road, stated that if residents do not provide consent for the abatement work, and the City simply decides to move to another project area, there will be no accomplishments. She also suggested having the City provide property owners with mitigation measures.

Resident Visco expressed concerns regarding voluntary compliance vs. mandatory compliance, and expressed interest in having the Los Angeles County Fire Department provide guidance identifying areas of concern.

Discussion ensued among Councilmembers.

Councilmember Pieper requested that the Fire Fuel Committee further develop their recommendations.

**MOTION:** Councilmember Pieper motioned to receive and file the report on the Fire Fuel Committee meeting and Councilmember Mirsch seconded the motion.

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

**9C ACCEPT SMALL CITIES ALLOCATION FROM THE AMERICAN  
RESCUE PLAN ACT (ARPA).**

City Manager Jeng presented the item and the proposed plan of action.

**MOTION:** Councilmember Pieper motioned to accept \$441,363 and Councilmember Wilson seconded the motion.

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

**9D APPROVE RESOLUTION 1280 AUTHORIZING THE EXCHANGE OF  
PROPOSITION A FUNDS WITH THE CITY OF BEVERLY HILLS FOR  
GENERAL FUNDS; AND AUTHORIZE THE CITY MANAGER TO  
EXECUTE THE FUND EXCHANGE AGREEMENT.**

**MOTION:** Councilmember Wilson motioned to approve Resolution No. 1280 authorizing exchange of Prop A Fund with City of Beverly Hills, and Councilmember Mirsch seconded the motion.

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

**9E CONSIDER AND APPROVE RESOLUTION NO. 1278 UPDATING THE  
FEE SCHEDULE AND REPEALING RESOLUTION 1260.**

Planning and Community Services Director Elguira presented the report regarding the fee schedule and repealing resolution.

Discussion ensued between Councilmembers and City Manager Jeng.

Mayor Dieringer asked if a resolution is needed to assess the fees on the property tax.

City Attorney Jenkins said that he needed to confirm if the fee can be collected via the property tax roll, or if more appropriately pursued through small claims court for delinquencies.

**MOTION:** Councilmember Mirsch motioned to approve Resolution No. 1278 and repeal Resolution No. 1260, and Councilmember Pieper seconded the motion.

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

NOES: COUNCILMEMBERS: None.

ABSENT: COUNCILMEMBERS: Mayor Pro Tem Black.

ABSTAIN: COUNCILMEMBERS: None.

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

**10A REPORT ON REGIONAL PUBLIC SAFETY AND REGIONAL CONTRACT LAW COMMITTEES MEETINGS HELD ON MAY 12, 2021.**

Mayor Dieringer presented summary of the Regional Public Safety and Regional Contract Law Committee meetings held on May 13, 2021 and reported on the upcoming logo changes to the Lomita Sheriff cars.

**11. MATTERS FROM STAFF**

**11A RECEIVE AND FILE LOS ANGELES REGIONAL WATER QUALITY CONTROL BOARD'S RESPONSE TO THE CITY'S REQUEST TO REDUCE THE MONITORING FREQUENCY TO MEET THE MACHADO LAKE TRASH TMDL.**

**MOTION:** Councilmember Pieper motioned to receive and file and Councilmember Mirsch seconded the motion.

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

NOES: COUNCILMEMBERS: None.

ABSENT: COUNCILMEMBERS: Mayor Pro Tem Black.

ABSTAIN: COUNCILMEMBERS: None.

**11B CALRECYCLE'S AB 939 2016-2019 JURISDICTION REVIEW UPDATE.**

**MOTION:** Councilmember Pieper motioned to receive and file and Councilmember Mirsch seconded the motion.

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

NOES: COUNCILMEMBERS: None.

ABSENT: COUNCILMEMBERS: Mayor Pro Tem Black.

ABSTAIN: COUNCILMEMBERS: None.

**11C CITY MANAGER ADDRESSED RESIDENT STEVE WHEELER'S REQUEST FOR UNDERGROUNDING REIMBURSEMENT TO BE AGENDIZED IN NEXT CITY COUNCIL MEETING.**



Councilmember Pieper requested clarification, as there is already a fee policy which should be used for this purpose, and recommended no need to agendize this item.

City Manager provided summary of resident's project, and request.

**12. CLOSED SESSION**

None.

**13. ADJOURNMENT**

Hearing no further business before the City Council, the meeting was adjourned at 11:21 PM.

Next regular meeting: Monday, June 28, 2021 at 7:00 p.m. via City's website's link at:

<https://www.rolling-hills.org/government/agenda/index.php>

Zoom access:

<https://us02web.zoom.us/j/87227175757?pwd=VzNES3Q2NFprRk5BRmdUSktWb0hmT9> or dial (669) 900-9128, meeting ID: 872 2717 5757, passcode: 780609

Respectfully submitted,

---

Janely Sandoval  
City Clerk

Approved,

---

Bea Dieringer  
Mayor



## *City of Rolling Hills*

INCORPORATED JANUARY 24, 1957

---

**Agenda Item No.: 5.A**

**Mtg. Date: 06/28/2021**

**TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

**FROM:** CONNIE VIRAMONTES , ADMINISTRATIVE ASSISTANT

**THRU:** ELAINE JENG P.E., CITY MANAGER

**SUBJECT:** PAYMENTS OF BILLS.

**DATE:** June 28, 2021

---

**BACKGROUND:**

NONE.

**DISCUSSION:**

NONE.

**FISCAL IMPACT:**

NONE.

**RECOMMENDATION:**

Approve as presented.

**ATTACHMENTS:**

[Payment of Bills.pdf](#)

## CITY OF ROLLING HILLS

6/16/21, 6/28/21 Check Run D, E &amp; 7/1/21 Check Run A

Check No.	Check Date	Payee	Description	Amount
27043	06/16/21	Alliant Insurance Services Inc.	Insurance Annual Premium 7/1/21 to 7/1/22	827.00
27044	06/16/21	Barry J. Miller, FAICP	April - May 2021 Srvc - RH 5th Cycle Housing Element Compli	1,950.00
27045	06/16/21	Bennett Landscape	May 2021 Gopher Control and Sprinkler Repair	45.00
27046	06/16/21	California JPIA	All Risk Property Insurance - 7/1/21 to 7/1/22	6,643.00
27047	06/16/21	File Keepers LLC	May 2021 Services	100.00
27048	06/16/21	First Call Staffing Inc.	Week Ending 5/30/21 - H. Overturf	2,149.54
27049	06/16/21	The Gas Company	Gas Usage 5/7/21 to 6/8/21	27.57
27050	06/16/21	Gladwell Governmental Services, Inc.	City Clerk Training	960.00
27051	06/16/21	Konica Minolta Business Solutions USA Inc.	June 2021 Maintenance Fee	491.49
27052	06/16/21	County of Los Angeles	Building and Safety Services	2,115.16
27053	06/16/21	LA County Sheriff's Department	May 2021 Law Enforcement Services	30,162.36
27054	06/16/21	League of California Cities	LA County Division dues 7/1/21 to 6/30/22	892.50
27055	06/16/21	ELAN Cardmember Services	Credit Card Expenses	2,200.17
27056	06/16/21	Providence Health & Services	Drug Testing - A Ball	95.00
27057	06/16/21	Palos Verdes Security Sys, Inc.	Qtrly Fire Alarm Service and July 2021 Lease Fee	360.00
27058	06/16/21	Southern Calif Assoc of Governments	Dues for FY 2021/2022	288.00
27059	06/16/21	Vantagepoint Transfer Agents - 306580	Deferred Compensation - 6/18/21	691.37
27060	6/28/2021	Abila	Monthly Accounting Software Service	192.94
27061	6/28/2021	Best Best & Krieger LLP	May 2021 Legal Services	8,007.25
27062	6/28/2021	File Keepers LLC	Annual Maintenance Contract	3,242.57
27063	6/28/2021	First Call Staffing Inc.	Week Ending 6/13/21 Temp Services - H Overturf	816.75
27064	6/28/2021	County of Los Angeles	May 2021 Animal Control Services	295.22
27065	6/28/2021	LA County Sheriff's Department	May 2021 Traffic Enforcement	3,445.45
27066	6/28/2021	NV5, INC.	Nov1 to Dec 31 & March 2021 Services-Sewer Main Upgrade	14,055.00
27067	6/28/2021	Palos Verdes Peninsula Unified School District	Business Cards	284.89
27068	6/28/2021	RINCON CONSULTANTS, INC	April 2021- RH Safety Element Update Services	1,528.00
27069	6/28/2021	Valuemandar Inc.	Cubicles	1,824.21
27070	7/1/2021	Delta Dental	July 2021 Dental Insurance	713.09
27071	7/1/2021	Standard Insurance	July 2021 Life Insurance	416.79
27072	7/1/2021	VSP Insurance	July 2021 Vision Insurance	190.82
* PR Link	06/18/21	PR LINK - Payroll & PR Taxes	Payroll Processing Fee	63.70
* PR Link	06/18/21	PR LINK - Payroll & PR Taxes	Pay Period - June 2, 2021 - June 15, 2021	23,428.47
				<u>108,503.31</u>
				85,011.14

I, Elaine Jeng, City Manager of Rolling Hills, California certify that the above demands are accurate and there is available in the General Fund a balance of \$108,503.31 for the payment of above items.

Elaine Jeng, P.E., City Manager

6/28/2021



## *City of Rolling Hills*

INCORPORATED JANUARY 24, 1957

---

**Agenda Item No.: 5.B**

**Mtg. Date: 06/28/2021**

**TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

**FROM:** CONNIE VIRAMONTES , ADMINISTRATIVE ASSISTANT

**THRU:** ELAINE JENG P.E., CITY MANAGER

**SUBJECT:** REPUBLIC SERVICES RECYCLING TONNAGE REPORT FOR MAY 2021.

**DATE:** June 28, 2021

---

**BACKGROUND:**

NONE.

**DISCUSSION:**

NONE.

**FISCAL IMPACT:**

NONE.

**RECOMMENDATION:**

NONE.

**ATTACHMENTS:**

[Rolling Hills YTD MAY Tonnage Report.pdf](#)



## CITY OF ROLLING HILLS RESIDENTIAL FRANCHISE 2021

Franchise? Y

Mth/Yr	Overall Commodity	Tons Collected	Tons Recovered	Tons Disposed	Diversion %
Jan-21	Trash	235.42	36.03	199.39	15.30%
	Greenwaste	49.43	49.43	-	100.00%
Jan-21 Total		284.85	85.46	199.39	30.00%
Feb-21	Trash	206.11	18.38	187.73	8.92%
	Greenwaste	62.07	62.07	-	100.00%
Feb-21 Total		268.18	80.45	187.73	30.00%
Mar-21	Trash	231.10	7.19	223.91	3.11%
	Recycle	3.64	0.91	2.73	24.95%
	Greenwaste	89.04	89.04	-	100.00%
Mar-21 Total		323.78	97.14	226.64	30.00%
Apr-21	Trash	239.29	34.90	204.39	14.58%
	Greenwaste	52.70	52.70	-	100.00%
Apr-21 Total		291.99	87.60	204.39	30.00%
May-21	Trash	147.58	-	147.58	0.00%
	Greenwaste	125.97	125.97	-	100.00%
May-21 Total		273.55	125.97	147.58	46.05%
Grand Total		1,442.35	476.62	965.73	33.04%

Contract Requires 30% Household - 0.00



## *City of Rolling Hills*

INCORPORATED JANUARY 24, 1957

**Agenda Item No.: 5.C**

**Mtg. Date: 06/28/2021**

**TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL**

**FROM: ALAN PALERMO, PROJECT MANAGER**

**THRU: ELAINE JENG P.E., CITY MANAGER**

**SUBJECT: APPROVE SECOND AMENDMENT FOR DESIGN OF THE EMERGENCY POWER SOLUTION (EMERGENCY STANDBY GENERATOR) FOR PACIFIC ARCHITECTURE AND ENGINEERING.**

**DATE: June 28, 2021**

---

### **BACKGROUND:**

The current emergency standby generator is outdated and no longer functioning properly. After multiple attempts of repair, it was proposed to the City Council on October 26, 2020 that a new emergency standby generator be purchased. City Council approved an amended agreement for Pacific Architecture and Engineering Inc. to assess the existing standby generator for the City Hall campus, and such drafted agreement was reviewed. Upon multiple conversations with Pacific Architecture and Engineering Inc., the final report of their findings was provide to the City Council on May 10, 2021.

The report presented on May 10, 2021 established that the existing 75 kw could be replaced with an equivalent sized system and that the existing structure housing the generator would need to be removed, replaced, or repaired for repurposing, as the current structure does not comply with current code requirements. The report also provided 3 Options for City Council to consider. Option 1b: Proposes a new 75 kW Diesel Generator and possible new electrical components at an estimated total cost of \$150,000. This option would place new generator outside and would comply with all current codes, and would require permitting through AQMD. The existing structure could be demolished or repurposed. Cost of removing the existing structure or repurposing (storage?) is not included in the cost estimate. Option 2: Proposes a Solar PV System with backup battery/storage for use in an emergency at an estimated total cost of \$225,000(final cost dependent on the size of the PV system and backup storage/battery). No AQMD permits are required and the Solar PV system would reduce the amount of the electric bill for City Hall and the RHCA building.

On May 24, 2021, after City Council discussed their 3 options, they directed staff to: 1) Pursue the Solar Option to replace the existing Emergency Stand by Generator, and; 2) Consider leasing portable generator to provide emergency standby power until the Solar option is designed and installed, and; 3) Verify the portable generator could connect to the existing Automatic Transfer Switch (ATS), and; 4)

Remove the existing non-functioning emergency standby generator, and: 5) Repair the water intrusion problem at the existing generator structure repaired. On June 14, 2021 staff presented a proposal from Pacific Architecture and Engineering Inc. specific to the Emergency Standby generator with amendments pertaining to outlined items 1 through 5 and indicating project will not exceed the cost of \$59,000. City Council approved the proposal and directed staff to have City Attorney prepare a Professional Services Agreement (PSA) to move forward with the project. Since Pacific Architecture and Engineering Inc. is overseeing the ADA improvements project, such request will be the second amendment to the proposal originally created for City Hall.

**DISCUSSION:**

At the June 14, 2021 meeting, the City Council approved the scope of work outlined in the proposal pertaining to the Emergency Standby Generator, and directed staff to engage Pacific Architecture and Engineering Inc. for service. The City Attorney prepared a Professional Services Agreement (PSA) with Pacific Architecture and Engineering Inc. based on the approved proposal.

**FISCAL IMPACT:**

The design fee is not to exceed \$58,897.425, and is recommended to be included in the Fiscal Year 2021-2022 budget.

**RECOMMENDATION:**

Approve as presented.

**ATTACHMENTS:**

[Second Amendment to PSA - Architectural and Engineering Services-c1 \(needs signatures\).pdf](#)



## **SECOND AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT**

THIS SECOND AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT ("Second Amendment") is made and entered into this \_\_\_\_ day of June 2021 in the City of Rolling Hills, County of Los Angeles, State of California, by and between the CITY OF ROLLING HILLS, a California municipal corporation (hereinafter the "CITY"), and Pacific Architecture and Engineering, Inc., a California corporation (hereinafter the "CONSULTANT").

### **1. RECITALS:**

A. On February 24, 2020, the CITY entered into a Professional Services Agreement with CONSULTANT ("Agreement") for architectural and engineering design services to prepare ADA improvement plans for the CITY; and

B. On February 22, 2021, the CITY and CONSULTANT entered into a First Amendment to expand the scope of work in the Agreement, clarify the term, and increase the cost for the CONSULTANT to provide engineering services for the replacement of the generator at City Hall (the "First Amendment"); and

C. CITY and CONSULTANT now desire to amend the Agreement to expand the scope of work, and increase the cost so that CONSULTANT may provide engineering services for (1) the installation of a photo voltaic system per the General Assessment Report dated April 18, 2019 and (2) needed upgrades to the existing structure that houses the generator; and

D. CONSULTANT is well qualified by reason of education, training, and experience to perform such services; and

E. CONSULTANT is willing to render such professional services as hereinafter defined.

Now, therefore, for and in consideration of the mutual covenants and conditions herein contained, CITY hereby engages CONSULTANT and CONSULTANT agrees to perform the services set forth in this Agreement.

1. CITY and CONSULTANT agree to supplement Exhibit A (Scope of Work) that was attached to the First Amendment with Exhibit A (Scope of Work - Supplemental) that is attached to this Second Amendment and incorporated herein by reference.

2. Paragraph 3 (COST) of the Agreement is amended to read as follows:

### **3. COST**

The CITY agrees to pay CONSULTANT for the services required by this Agreement on a Time and Materials basis as set forth in Exhibit A (Supplemental) in an amount not to exceed \$58,897.42, hereby increasing the previously approved

amount of \$40,840.59 to the current amended and increased not to exceed amount of \$99,738.01 This not to exceed amount includes all expenses, consisting of all incidental blueprinting, photography, travel, attendance at meetings, and miscellaneous costs, estimated to be accrued during that period. It also includes any escalation or inflation factors anticipated. Any increase in Agreement cost or scope of work shall be by express written amendment approved by the CITY and CONSULTANT.

3. All terms and conditions of the Agreement not amended by this Second Amendment remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Second Amendment on the date and year first above written.

**CITY OF ROLLING HILLS**

**PACIFIC ARCHITECTURE AND ENGINEERING,  
INC.**

CITY MANAGER:

PRINCIPAL PROJECT MANAGER

\_\_\_\_\_  
ELAINE JENG

\_\_\_\_\_  
JUN FUJITA HALL

ATTEST:

\_\_\_\_\_  
CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
MICHAEL JENKINS  
CITY ATTORNEY

Exhibit A  
Scope of Work (Supplemental)

**Scope of Work:**

The Scope of Work includes bid documents for the installation of a photo voltaic system per the Generator Assessment Report dated April 19, 2021. The structure that houses the current generator also requires upgrade and removal of moat and generator. This structure also has extensive water intrusion, and the waterproofing requires replacement and detailing by CONSULTANT. The new solar panels will also require waterproofing details at penetrations at the connections and penetrations and may require a replacement roof. The Solar Panel connections shall also require a structural engineer to calculate the loads and connections. Scope of work includes plans, specifications and cost estimate.

**FEES:**

<b>Rolling Hills Solar Panel Installation</b>	
<b>DESIGN DEVELOPMENT &amp; COST</b>	\$ 10,316.48
<b>CONSTRUCTION DOCUMENTS &amp; COST</b>	\$ 34,640.64
<b>PERMITTING</b>	\$ 3,461.66
<b>CONSTRUCTION ADMINISTRATION</b>	\$ 9,478.64
<b>Reimbursable</b>	\$ 1,000.00
<b>GRAND TOTAL</b>	<b>\$58,897.42</b>

**SCOPE OF WORK TASKS:**

**Generator Structure**

The structure housing the generator has failing waterproofing and needs to be replaced. CONSULTANT will detail the condition to replace the waterproofing and determine best way to eliminate moat and prepare Construction Documents.

**Roofing**

Specification of new roof and waterproofing details for penetrations through roof membrane for Solar Photovoltaic System.

**Solar**

Electrical infrastructure for Solar Photovoltaic System.

Provide Calculations for new solar system inverters and equipment.

Determine with CITY exact configuration of solar panel and prepare layout of location of solar panels

**Solar Equipment**

Locate and obtain approval from CITY for location of solar equipment  
Leave room for future battery back-up.

**Fence around Solar Equipment**

Solar equipment will need to be fenced as it is high voltage

**Temporary Power**

Examine if ATS is in use currently, and discuss with CITY further decisions for temporary power via a rented generator.

**Solar Panel Structural Load**

Calculate structural load of solar panels and detail connection to building

**Remove Generator**

Include removal of current generator in demo plans.

**Cost Estimate**

Include cost estimate in each phase.



## *City of Rolling Hills*

INCORPORATED JANUARY 24, 1957

**Agenda Item No.: 5.D**

**Mtg. Date: 06/28/2021**

**TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL**

**FROM: ASHFORD BALL, SENIOR MANAGEMENT ANALYST**

**THRU: ELAINE JENG P.E., CITY MANAGER**

**SUBJECT: APPROVE SECOND AMENDMENT WITH THE PALOS VERDES  
PENINSULA LAND CONSERVANCY FOR PHASE III FUEL LOAD  
REDUCTION IN THE NATURE PRESERVE IN THE AREAS ADJACENT  
TO THE CITY BORDER.**

**DATE: June 28, 2021**

---

### **BACKGROUND:**

Over the past three years (2019, 2020, and 2021) the City has received services from the Palos Verdes Peninsula Land Conservancy for the removal of vegetation and fuel load reduction. The Palos Verdes Peninsula Land Conservancy (Conservancy) is aware of the fire concerns on the Palos Verdes Peninsula, and have previously provided the City with excellent services. The City has already engaged in services with the Conservancy on Phase I lasting 3 years ending in 2022, Phase II lasting 3 years and ending in 2022 and Council recently recently approved the newest proposal during the last City Council meeting on June 14, 2021 for Phase III.

### **DISCUSSION:**

Phase I - Conducted vegetation mitigation and removal within the Palos Verdes Nature Preserve in a dedicated open space crossing into territorial boundaries of the City of Rancho Palos Verdes.

Phase II- Outlined for the Conservancy to conduct fire fuel reduction and removal throughout the northern portion of Portuguese Bend Reserve along the border within the City. This Phase was built to supplement the work done in Phase I covering 15 acres.

Phase III- This is planned to be the last Phase working on a total of 7.5 acres the area within the preserve has very steep slopes and must be approached with careful consideration to avoid damaging native plants.

### **FISCAL IMPACT:**

PHASE I- Fixed sum of \$34,200 plus a \$12,000 per year payment for services performed in 2020, 2021, and 2022. Total of \$70,200

PHASE II- Fixed sum of \$50,000 plus a \$28,800 per year payment for services performed in 2020, 2021, and 2022. Total of \$136,400

PHASE III- Fixed sum of \$87,000. Total of \$87,000

GRAND TOTAL- \$293,600.00

The total cost for this year's mowing services is covered under the adopted FY 2020/21 budget. The proposed service cost for Phase III is included in the FY 2021/22 budget proposal.

**RECOMMENDATION:**

Staff is recommending City Council approve the Second amendment with the Palos Verdes Peninsula Land Conservancy for PHASE III fuel load reduction.

**ATTACHMENTS:**

[Second Amendment to Fire Fuel Abatement- FINAL.DOC](#)

## CITY OF ROLLING HILLS

### SECOND AMENDMENT TO AGREEMENT FOR FIRE FUEL ABATEMENT

THIS SECOND AMENDMENT TO AGREEMENT FOR FIRE FUEL ABATEMENT is made and entered into as of \_\_\_\_\_, by and between the CITY OF ROLLING HILLS, a municipal corporation ("City") and the PALOS VERDES PENINSULA LAND CONSERVANCY, a California public benefit corporation ("Conservancy").

#### R E C I T A L S

A. City and Conservancy entered into an Agreement for Fire Fuel Abatement dated October 21, 2019 whereby Conservancy is obligated to remove the fire fuel on the land under the City's control as a fire hazard abatement measure for the direct benefit of Rolling Hills residents (the "Agreement").

B. City and Conservancy entered into a First Amendment dated June 8, 2020 in order to expand the scope of work and increase the cost of additional work and work days for acacia and non-native shrub/tree removal and mustard mowing services (the "First Amendment").

C. City and Conservancy now desire to enter into this Second Amendment to Agreement for Fire Fuel Abatement to expand the scope of work and add funds for the expanded scope of work (the "Second Amendment").

D. Conservancy has represented to City that it has the expertise, experience and qualifications to perform or cause the performance of the services.

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements set forth below, City and Conservancy agree as follows:

1. City and Conservancy agree to amend and supplement the Scope of Services, Agreement Exhibit A with the Scope of Services (Supplemental) attached to this Second Amendment as Exhibit A and incorporated herein by reference.

2. Section 2 "Compensation" of the Agreement is amended to read as follows:

A. City shall pay Conservancy the fixed sum of \$87,000 for the services described in Exhibit A (Supplemental) and rendered in 2021, and \$32,800 for mowing services, not to exceed \$98,400, representing the total compensation for all work, labor, equipment, materials and expenses incurred by Conservancy. Conservancy shall submit an invoice to City upon completion of the services and the City will make payment within 10 days of the close of the month in which work was performed.

B. Prevailing Wage. Conservancy or its contractor shall abide by the minimum prevailing rate of wages as determined by the State of California, Department of Industrial Relations for each craft, classification, or type of workman employed to carry out provisions of the Agreement. During the term of this Agreement, Conservancy shall keep on file sufficient evidence of its employee compensation to enable verification of compliance of Prevailing Wages as established by State of California, Department of Industrial Relations.

3. All terms and conditions of the Agreement not amended by this Second Amendment remain in full force and effect.

IN WITNESS WHEREOF the parties hereto for themselves, their heirs, executors, administrators, successors, and assigns do hereby agree to the full performance of the covenants herein contained and have caused this Second Amendment to be executed by setting hereunto their names, titles, hands, and seals this \_\_\_\_ day of \_\_\_\_\_, 2021.

CONSERVANCY: \_\_\_\_\_  
\_\_\_\_\_  
(Title)

CITY: \_\_\_\_\_  
Elaine Jeng, City Manager of the City of Rolling Hills

Attested: \_\_\_\_\_  
Janley Sandoval, City Clerk of the City of Rolling Hills

Date: \_\_\_\_\_



## EXHIBIT A

### SCOPE OF WORK (SUPPLEMENTAL)

#### Fuel Load Reduction in 2021

The Conservancy is intimately aware of the fire concerns on the Palos Verdes Peninsula, and continues to discuss measures to reduce fire risk with the four peninsula cities. Conservancy staff members continue to work with City of Rolling Hills staff to implement fuel modification work as required by County Department of Agriculture Weights and Measures as part of landowner responsibilities for fuel modification near adjacent homes as well as measures above and beyond. Additionally, the Conservancy clears over 90 acres of weeds in restoration sites within the Palos Verdes Nature Preserve and clears 30+ miles of trails annually. This weeding approach is very specialized and must be accomplished while complying with the NCCP/HCP implementation guidelines and respecting the natural resources on the preserve. We understand that the city desires to continue to prioritize efforts to reduce fuel load in Preserve areas, and the Conservancy understands that vegetation exists beyond current fuel mod zones that pose fire threats. Therefore, the Conservancy is offering technical expertise to aid the City and augment city staff in the effort to continue reduce fuel load vegetation by targeting the removal of invasive plants such as Acacia and Mustard and other non-native plants, which in turn improves habitat for local wildlife, including the federally threatened coastal California gnatcatcher, the cactus wren, a state species of concern and the federally endangered Palos Verdes Blue Butterfly.

This proposal outlines the potential areas for this extra 2021 work. The areas identified in Portuguese Bend Reserve include the areas abutting and leading into Rolling Hills in Portuguese Canyon. In total, an approximate 7.5 acres are proposed for fuel load reduction in the Preserve. This work can be completed in less than 4 weeks by simultaneously removing Acacia and mowing dry brush in order to complete this work in a timely manner during fire season.

The Conservancy has identified the priority removal of tall Acacia shrubs due to their combustible nature (Acacia shrub contain an estimated 90% dry plant matter and volatile resins) and their prevalence throughout the Preserve and border areas. The locations for the proposed Acacia removal were chosen due to prior fires occurring in those areas, proximity to homes and risk to the community as well as the ecological benefits of invasive plant removal. Fire agencies agree that Acacia is a highly flammable plant and that it should be removed wherever possible. It was included as a high-hazard plant in the L.A. County Fire Department's recently published "Ready! Set! Go!" pamphlet. This proposal also includes the removal of other non-native shrubs and trees like Chinese Pistache, Myoporum and Ash trees.

Mustard when dry, continues to be a high fire risk species. The continued expansion of mowing areas is also included in this proposal.

The Conservancy, as Habitat Managers for the Preserve, has qualified experts on staff with the experience required to oversee the work to be performed and will assure the correct and safe removal of the invasive plants using the best techniques at the most efficient cost. The results of this work will be shared with the City provided at the conclusion of the work performed.

Where possible and with simpler tasks, volunteers will be deployed to augment the work volume and control costs. In ongoing maintenance activities, the Conservancy will create internship and volunteer opportunities for invasive plant management to keep the Acacia from re-invading the areas and to assist in monitoring activities. In this way, additional valuable learning opportunities will be made available to local youth.

As projects are completed and conditions are assessed, restoration in these locations may be appropriate and funding may be pursued, since this proposal does not include replanting in the Acacia removal sites.

#### Acacia Removal

Approximately 2 acres

This Acacia removal site is situated in the northern portion of Portuguese Bend Reserve along the border with the city of Rolling Hills. A fire occurred at this location in 2009 burning approximately 230 acres. Much of the vegetation was burned, including the non-native Acacia, which has since begun to grow back from stump sprouting and seed germination.

It is recommended that crews enter the area on foot as possible and remove shrubs with chainsaws and lighter equipment can be brought in via the Fire Station Trail or Ishibashi Trail as needed. Trees should be chipped in designated areas and treated to prevent regrowth. Tree stumps will need to be treated to prohibit any regrowth and the site will be monitored for seed germination and removal.

The Acacia throughout this area totals approximately 2 acres. This site is known habitat of the federally threatened coastal California gnatcatcher and the cactus wren, a state species of concern as well as other species of concern



Acacia Removal Site in Red Polygon

#### Mowing Area

Approximately 5.5 acres

There is a large stand of invasive mustard in north of Portuguese Canyon that is dry and can be mowed if access is possible. This site is adjacent to historical farmland and were disked in subsequent years, so the loose soils have provided a disturbance regime which is particularly favorable to mustard and non-native grasses and weeds. Approximately 5.5 acres of mustard is at this location. Slopes are very steep and high quality coastal sage scrub habitat is scattered throughout the slope. Careful consideration to not damage native plants and close oversight will be needed. In response to community concern about the vast expanse of dry mustard growth at Portuguese Bend Reserve, the Conservancy will oversee mowing in this area and conduct bird nesting surveys. In addition to the mowing, 5-6 Acacia trees on this southeastern facing slope will be cut and chipped.



Mowing Area in Blue Polygon

### Budget

The budget reflects a typical detailed tree and shrub removal project within the preserve with minimal disturbance to native habitat and to the surrounding vegetation, following NCCP/HCP protocols. Careful non-native tree removals proposed in this project, increase the habitat value for the federally threatened coastal California gnatcatcher and cactus wren, a state species of concern, as well as other native species while providing public benefit. These costs reflect the estimated time it would take the contractors to complete the project using hand tools and machinery to either chip tree material or haul plant material offsite, stump treat the cut Acacia to prevent regrowth were needed, and oversight and bird monitoring by Conservancy biologists to assure that best management practices are implemented (ie. minimization and avoidance measures such as nesting bird surveys are required by the NCCP/HCP).

These costs are based on best estimates provided by contractors for the Acacia removal and for mowing as two separate projects. For maximum benefit for fuel load reduction and habitat, both projects are recommended to be completed concurrently.

Project	Acres	Budget
---------	-------	--------

Acacia Cutting and Chipping	~2	\$61,000
Mowing and removal of 5-6	~5.5	\$26,000
One-time Project Total	~7.5	\$87,000





## *City of Rolling Hills*

INCORPORATED JANUARY 24, 1957

**Agenda Item No.: 5.E**

**Mtg. Date: 06/28/2021**

**TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL**

**FROM: MEREDITH ELGUIRA, PLANNING DIRECTOR**

**THRU: ELAINE JENG P.E., CITY MANAGER**

**SUBJECT: AMENDED AGREEMENT WITH JOHN HUNTER AND ASSOCIATES TO  
CONTINUE STORMWATER TMDL REPORTING.**

**DATE: June 28, 2021**

---

### **BACKGROUND:**

On June 7, 2007 the Los Angeles Regional Water quality Control Board adopted an amendment to the Water Quality Control Plan for the Los Angeles Region (also known as the Basin Plan) incorporating a Total Maximum Daily Load (TMDL) for trash in Machado Lake. The order became effective on March 6, 2008.

The order specified a numeric target of the Machado Lake Trash TMDL to be zero trash in Machado Lake within 8 years of the order. The Trash TMDL required jurisdictions to implement practices, which would lead to meeting that goal. The City selected to meet that goal through a program of minimum frequency of assessment and collection in conjunction with best management practices (MFAC/BMPs). The MFAC/BMPs program was required to include an initial minimum frequency of trash assessment and collection together with non-structural BMPs.

John Hunter and Associates prepared a plan for the City to implement practices and to assess City's current BMPs and later was awarded a contract to carry out this plan in 2009. Since then, John Hunter and Associates has been providing their services to the City, see attached revised scope of work.

In order to continue monitoring the trash in the City and submit a report to the RWQCB, the agreement with John Hunter must be extended. As described in the attached proposal, the scope of work will cover the period of July 2021 through June 2024, in a not to exceed amount of \$4,472 annually.

### **DISCUSSION:**

John Hunter and Associates' contract amount decreased from \$ to \$4,472 as a result of the latest approval from the Regional Board allowing the City to decrease its trash monitoring and reporting program from twice per year and after a significant rain event to once a year immediately following the

first major storm of the year.

**FISCAL IMPACT:**

The proposed scope of work is \$4,472 per year for three years. The proposed cost of service is included in the FY 2021/22 Budget.

**RECOMMENDATION:**

Approve as presented.

**ATTACHMENTS:**

[RH1 Trash TMDL Proposal 2021 revised.pdf](#)

[5TH Amendment Time Extension to 06.30.25.pdf](#)





June 25, 2021

Meredith T. Elguira  
City of Rolling Hills  
2 Portuguese Bend Rd.  
Rolling Hills, CA 90274

**Subject: City of Rolling Hills Trash Monitoring and Reporting Plan for the Machado Lake Trash TMDL (Resolution No. R4-2007-006), and Monitoring and Reporting for the Santa Monica Bay Marine Debris TMDL**

Dear Meredith T. Elguira:

John L. Hunter and Associates (JLHA) welcome the opportunity to continue offering our professional NPDES services to the City of Rolling Hills.

**Scope of Work**

On March 6, 2008, the Machado Lake Trash Total Maximum Daily Load (TMDL), Resolution No. R4-2007-006, became effective regulating trash discharge in the Machado Lake watershed. To fulfill the requirements of this TMDL, the City of Rolling Hills implemented a Trash Monitoring and Reporting Plan (TMRP), including a Minimum Frequency Assessment and Collection (MFAC) Program that consisted of quarterly canyon monitoring for the first two years, and immediately following the first major storm event of the year.

On March 5, 2012, the Regional Board responded to the City's presentation of monitoring data and request to be removed from the monitoring requirements of the Machado Lake Trash TMDL and Santa Monica Bay Marine Debris TMDL with a letter stating that the City of Rolling Hills remains a responsible party in the TMDLs, and therefore must continue monitoring in order to demonstrate compliance. On June 8, 2021, the Regional Board approved a decrease in the frequency of monitoring from twice a year and immediately following the first major storm event of the year to once a year immediately following the first major storm event of the year. The City is also still required to submit annual TMDL reports. Since the City has not received permission to cease trash monitoring, John L. Hunter and Associates (JLHA) proposes the City continue to implement the revised monitoring plan and submit annual reports to the Regional Board.

The timeframe of this proposal is three years. We can extend the services provided for additional years upon written agreement by the City and JLHA.

Included on the following page is a summary of the estimated costs and a Standard Rate Schedule.

If you have any questions you can reach me at [jhunter@jlha.net](mailto:jhunter@jlha.net) or 310.344.8650.

Sincerely,

John Hunter, P.E.



## Standard Rate Schedule

Principal	\$195 / hour
Director	\$175 / hour
Program Manager	\$175 / hour
Staff Engineer	\$175 / hour
Project Manager	\$165 / hour
Assistant Project Manager	\$155 / hour
Project Engineer	\$155 / hour
Compliance Specialist II	\$125 / hour
Project Analyst II	\$125 / hour
Industrial/commercial facility inspection	\$125 / unit
Compliance Specialist I	\$115 / hour
Project Analyst I	\$115 / hour
Administrative Assistant, Laborer (OSHA 40hr certified)	\$75 / hour
State Certified Laboratory Analysis	Cost + 5%
Legal Consultation, Court Appearances/Document review, etc.	\$250 / hour
Subcontracted equipment	Cost + 5%

Fee Schedule effective as of January 1, 2021

JLHA does not add charges for overhead items such as administrative copying or mileage in and around the city.

## Estimated Costs

This project will be on a time and materials basis. JLHA will provide consultant services not to exceed the budgetary amount without the City's prior authorization.

### Not-to-Exceed Cost Estimate

Task	Staff* hours					Total costs		
	PM (\$165)	aPM (\$155)	PA (\$115)	L (\$75)	Total hours	2021-22	2022-23	2023-24
Task 1: One (2) Trash Survey Event after first major storm event		10		8	18	\$2,150	\$2,150	\$2,150
Task 2: Data Compilation and Annual Reporting	3		11		14	\$1,722	\$1,722	\$1,722
Contingency Fee (approx. 10%)	Lump Sum Estimate					\$600	\$600	\$600
<b>Total</b>						<b>\$4,472</b>	<b>\$4,472</b>	<b>\$4,472</b>

**Grand Total for 3 years:** **\$13,416**

\* AA: Administrative Assistant; aPM: Assistant Project Manager, PM: Project Manager, L: Laborer

**5<sup>TH</sup> AMENDMENT  
PROFESSIONAL SERVICES AGREEMENT**

THIS AGREEMENT is made and entered into this \_\_\_\_ day of July 2021 at City of Rolling Hills, County of Los Angeles, State of California, by and between the CITY OF ROLLING HILLS, hereinafter called the ("CITY") and John L. Hunter and Associates hereinafter called the ("CONSULTANT").

**1. RECITALS**

A. The City desires to retain CONSULTANT to collect, monitor and report on trash collected at the designated canyons discharge locations to Machado Lake and monitor the Santa Monica Bay Marine Trash TMDL as identified and required by the City's Monitoring and Reporting Plan, and prepare and submit annually the Non-Stormwater Canyon Source Investigation Report to the Los Angeles Regional Water Quality Control Board, (RWQCB).

B. CONSULTANT is well qualified by reason of education and experience to perform such services; and

C. CONSULTANT is willing to render such professional services as hereinafter defined.

**NOW, THEREFORE**, in consideration of the mutual covenants and conditions herein contained, CITY hereby engages CONSULTANT and CONSULTANT agree to perform the services set forth in this Agreement.

**2. SCOPE OF WORK.** Consultant shall perform all work necessary to complete in a manner satisfactory to CITY the services set forth in the scope of work in **Not-to-Exceed Cost Estimate Task Table** attached.

**3. COST.** The CITY agrees to pay CONSULTANT for all the work or any part of the work performed under the Agreement at the rates and in the manner established in the attached **Standard Rate Schedule** attached.

A. Compensation. Total expenditure made under this Agreement shall not exceed **\$4,4722 annually for the period of this agreement, not to exceed the sum of \$13,416 for three-year term**. This fee includes all expenses, consisting of all incidental blueprinting, photography, travel, attendance at meetings and miscellaneous costs, estimated to be accrued during that period. It also includes any escalation or inflation factors anticipated.

Any increase in the compensation or scope of work shall be by express written amendment approved by the City Manager and CONSULTANT.

**4. METHOD OF PAYMENT.** CONSULTANT shall be reimbursed monthly in arrears based upon the hourly services provided. CONSULANT shall submit invoices in duplicate addressed to the CITY, c/o Planning Department, 2 Portuguese Bend Road, Rolling Hills, CA 90274 or email them to designated project manager.

## **5. SUBCONTRACTING**

CONSULTANT shall not be permitted to subcontract any portion of this contract without the express written consent of the CITY.

## **6. COMMENCEMENT OF WORK**

CONSULTANT shall commence work under this agreement upon execution of this agreement.

## **7. ACCOUNTING RECORDS**

CONSULTANT must maintain accounting records and other evidence pertaining to costs incurred which records and documents shall be kept available at the CONSULTANT's California office during the contract period and thereafter for five years from the date of final payment.

## **8. OWNERSHIP OF DATA**

All data, maps, photographs, and other material collected or prepared under the contract shall become the property of the CITY.

## **9. TERM OF CONTRACT**

This contract shall be valid for three years from execution of this Agreement. The CITY MANAGER, or her designee, may extend this contract for an additional year. Such extension shall be in writing by the CITY MANAGER and the CONSULTANT.

## **10. TERMINATION**

This contract may be terminated at any time for breach and the CITY may terminate unilaterally and without cause upon seven (7) days written notice to the CONSULTANT. All work satisfactorily performed pursuant to the contract and prior to the date of termination may be claimed for reimbursement.

## **11. ASSIGNABILITY**

CONSULTANT shall not assign or transfer interest in this contract without the prior written consent of the CITY.

## **12. AMENDMENT**

It is mutually understood and agreed that no alteration or variation of the terms of this contract, or any subcontract requiring the approval of the CITY, shall be valid unless made in writing, signed by the parties hereto, and approved by all necessary parties.

## **13. NON-SOLICITATION CLAUSE**

The CONSULTANT warrants that he or she has not employed or retained any company or persons, other than a bona fide employee working solely for the CONSULTANT, any fee, commission, percentage, brokerage fee, gifts, or any other consideration, contingent upon or resulting from the award or making of this contract. For breach or violation of this warranty, the CITY shall have the right to annul this contract without liability, or, in its discretion to deduct from the contract price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

#### **14. INDEMNITY**

CONSULTANT agrees to indemnify the CITY, its officers, employees and agents against, and will hold and save each of them harmless from, any and all actions, claims, damages to persons or property, penalties, obligations or liabilities that may be asserted or claimed by any person, firm, entity, corporation, political subdivision or other organization arising out of the negligent acts or intentional tortuous acts, errors or omissions of CONSULTANT, its agents, employees, subcontractors, or invitees, provided for herein. CONSULTANT will defend any action or actions filed in connection with any of said claims, damages, penalties, obligations or liabilities and will pay all costs and expenses, including attorneys' fees incurred in connection herewith. CONSULTANT will promptly pay any judgment rendered against CITY, its officers, agents or employees for any such claims, damages, penalties, obligations or liabilities. In the event CITY, its officers, agents or employees is made a party to any action or proceeding filed or prosecuted against CONSULTANT for such damages or other claims arising out of or in connection with the sole negligence of CONSULTANT hereunder, CONSULTANT agrees to pay CITY, its officers, agents, or employees, any and all costs and expenses incurred by CITY, its officers, agents or employees in such action or proceeding, including but not limited to reasonable attorney's fees.

#### **15. INSURANCE**

A. Without limiting CONSULTANT'S obligations arising under paragraph 14 - Indemnity, CONSULTANT shall not begin work under this Agreement until it obtains policies of insurance required under this section. The insurance shall cover CONSULTANT, its agents, representatives and employees in connection with the performance of work under this Agreement, and shall be maintained throughout the term of this Agreement. Insurance coverage shall be as follows:

i. Automobile Liability Insurance with minimum coverage of \$300,000 for property damage, \$300,000 for injury to one person/single occurrence, and \$300,000 for injury to more than one person/single occurrence.

ii. Public Liability and Property Damage Insurance, insuring CITY its elected and appointed officers, agents, and employees from claims for damages for personal injury, including death, as well as from claims for property damage which may arise from CONSULTANT'S actions under this Agreement, whether or not done by CONSULTANT or anyone directly or indirectly employed by CONSULTANT. Such insurance shall have a combined single limit of not less than \$1,000,000.

iii. Worker's Compensation Insurance for all CONSULTANT'S employees to the extent required by the State of California.

B. Deductibility Limits for policies referred to in subparagraphs A (i) (ii) and (iii) shall not exceed \$5,000 per occurrence.

C. Additional Insured. City, its elected and appointed officers, agents, and employees shall be named as additional insured on policies referred to in subparagraphs A (i) and (ii).

D. Primary Insurance. The insurance required in paragraphs A (i) (ii) and (iii) shall be primary and not excess coverage.

E. Evidence of Insurance. Consultant shall furnish CITY, prior to the execution of this Agreement, satisfactory evidence of the insurance required, issued by an insurer authorized to do business in California, and an endorsement to each such policy of insurance evidencing that each carrier is required to give CITY at least 30 days prior written notice of the cancellation of any policy during the effective period of the Agreement. All required insurance policies are subject to approval of the City Attorney. Failure on the part of CONSULTANT to procure or maintain said insurance in full force and effect shall constitute a material breach of this Agreement or procure or renew such insurance, and pay any premiums therefore at CONSULTANT'S expense.

## **16. ENFORCEMENT OF AGREEMENT**

In the event that legal action is commenced to enforce or declare the rights created under this Agreement, the prevailing party shall be entitled to an award of costs and reasonable attorney's fees in the amount to be determined by the court.

## **17. CONFLICTS OF INTEREST**

No member of the governing body of the CITY and no other officer, employee, or agent of the CITY who exercises any functions or responsibilities in connection with the planning and carrying out of the program, shall have any personal financial interest, direct or indirect, in this Agreement; and the CONSULTANT further covenants that in the performance of this Agreement, no person having any such interest shall be employed.

## **18. INDEPENDENT CONSULTANT**

The CONSULTANT is and shall at all times remain as to the CITY a wholly independent consultant. Neither the CITY nor any of its agents shall have control over the conduct of the CONSULTANT or any of the CONSULTANT's employees, except as herein set forth. The CONSULTANT shall not at any time or in any manner represent that it or any of its agents or employees are in any manner agents or employees of the CITY.

## **19. ENTIRE AGREEMENT OF THE PARTIES**

This Agreement supersedes any and all other agreements, either oral or in writing, between the parties hereto with respect to the employment of CONSULTANT by CITY

and contains all the covenants and agreements between the parties with respect such employment in any manner whatsoever. Each party to this Agreement acknowledges that no representations, inducements, promises or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which are not embodied herein, and that no other agreement or amendment hereto shall be effective unless executed in writing and signed by both CITY and CONSULTANT.

## **20. GOVERNING LAW**

This Agreement shall be governed by and construed in accordance with the laws of the State of California, and all applicable federal statutes and regulations as amended.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date and year first above written.

CITY OF ROLLING HILLS

CONSULTANT

CITY MANAGER:

JOHN L. HUNTER AND ASSOCIATES:

\_\_\_\_\_  
ELAINE JENG, P.E.

\_\_\_\_\_  
JOHN L. HUNTER

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
CITY CLERK

DATE: \_\_\_\_\_



## *City of Rolling Hills*

INCORPORATED JANUARY 24, 1957

**Agenda Item No.: 5.F**

**Mtg. Date: 06/28/2021**

**TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL**

**FROM: MEREDITH ELGUIRA, PLANNING DIRECTOR**

**THRU: ELAINE JENG P.E., CITY MANAGER**

**SUBJECT: AMENDED AGREEMENT WITH MCGOWAN CONSULTING TO  
CONTINUE TO SUPPORT THE CITY WITH STORMWATER MANDATE  
COMPLIANCE.**

**DATE: June 28, 2021**

---

### **BACKGROUND:**

Kathleen McGowan has consulted for the City since 2003. She has familiarity and understanding of the City's unique character and requirements and has been effective in negotiating on the City's behalf with Regional Board staff. McGowan Consulting, LLC (McGowan) assists City staff not only in implementing the permit requirements, but also in coordinating and leveraging efforts being implemented by other consultants and contractors so that the City's program and annual reports are comprehensive.

McGowan provides valuable and needed professional resources and depth for meeting the broad requirements of the MS4 Permit. Moreover, continuing the contract with McGowan provides other important advantages. First, McGowan is very familiar with Rolling Hills' unique characteristics. Second, McGowan continues to provide for cost sharing and economies of scale, as work products and time are shared among local clients who have similar characteristics and compliance requirements. Finally, McGowan is well regarded and recognized as knowledgeable, practical, responsive and effective in working with the RWQCB and City staff.

McGowan was instrumental in negotiating on the City's behalf for a modification to the permit requirements that allows the City to participate with the Peninsula agencies in a Coordinated Integrated Monitoring Program (CIMP) even though the City Council chose not to participate in the Peninsula Enhanced Watershed Management Program. This allowed the City to reduce the cost of monitoring by participating in a joint monitoring effort rather than implementing these requirements individually. McGowan's latest accomplishment is the approval from the Regional Board to approve the City's request to decrease its trash monitoring and reporting from three times per year down to once per year, saving the City up to \$6,000 annually.

### **DISCUSSION:**

McGowan Consulting's current proposal is approximately \$29,000 higher than last year's proposal largely due to the addition of the optional task to revise the EWMP. When the City decides to join the EWMP, the EWMP will have to be revised to include the City of Rolling Hills. McGowan Consulting will revise relevant sections of the Peninsula EWMP document to include the City as an 85th%, 24-hour stormwater capture area within the Peninsula EWMP area. This will require revision of multiple sections, tables and figures throughout this lengthy document. The technical memorandum prepared by the City's Sepulveda Canyon monitoring contractor will be added as an appendix to the Peninsula EWMP for documentation of the City's 85%, 24-hr runoff retention.

**FISCAL IMPACT:**

The cost estimate for the proposed scope of work is \$99,095 (\$23,550 to revise the EWMP), which is programmed in Fiscal Year 2021/22 Budget. Safe Clean Water Municipal Program Funds will cover \$36,100 of the \$99,095.

**RECOMMENDATION:**

Approve as presented.

**ATTACHMENTS:**

[RH-MS4-ProposalLetter-FY2122.pdf](#)

[RH-SOW-FY2122.pdf](#)

[Draft 4th Amendment.pdf](#)



June 10, 2021

Elaine Jeng, City Manager  
Meredith Elguira, Planning Director  
City of Rolling Hills  
2 Portuguese Bend Road  
Rolling Hills, CA 90274

**RE: PROPOSAL FOR MS4 PERMIT CONSULTING FY2021-22**

Dear Ms. Jeng and Ms. Elguira:

McGowan Consulting is pleased to provide the enclosed scope of services and cost estimate to assist the City of Rolling Hills (City) in implementing the requirements of the Municipal Stormwater Permit during fiscal year 2021-2022 (FY2021-22). We specialize in providing customized stormwater quality and watershed protection consulting services to small municipal clients and have an in-depth understanding of the City's particular stormwater quality challenges and constraints.

The City and other municipalities subject to the Municipal Stormwater Permit will face new challenges in FY2021-22. Two vacant positions on the Los Angeles Regional Water Quality Control Board (Regional Board) were recently filled by members who appear to have shifted the Regional Board majority sympathies toward non-governmental environmental organizations' advocacy for holding municipalities accountable to implementation schedules for meeting strict numeric limits for pollutants in stormwater runoff. Additionally, we understand that the recent court decision in the Gardena and Duarte challenges to the 2012 Municipal Stormwater Permit has resulted in a finding that the Regional Board has significant discretion in considering economic impacts when issuing Municipal Stormwater Permits. With the foregoing context, Regional Board staff recently met with the Peninsula municipalities and the City of Torrance to discuss the development of a Time Schedule Order (TSO) for the Machado Lake Total Maximum Daily Loads (TMDLs) for pollutants of concern. Meanwhile, the Regional Board staff anticipate adoption of a new Regional Municipal Stormwater Permit in July of 2021.

As a result of these developments, we anticipate an increase in intensity of effort to support the City during FY2021-22 in implementing the Municipal Stormwater Permit. This proposal provides a scope of services designed to:

- assist the City in continuing to implement its individual requirements under the Municipal Stormwater Permit
- advise and train City staff to prepare for implementation of the pending Regional Municipal Stormwater Permit following its adoption;
- update the City's stormwater code including hydromodification provisions following adoption of the Regional Municipal Stormwater Permit

- assist the City in withdrawing requests for time schedule orders for the Machado Lake TMDLs and work with City staff and its monitoring contractor to document the basis for alternative compliance with TMDLs as well as advise Regional Board staff of the City's intent;
- support decision making and review of data and reports from the Coordinated Integrated Monitoring Program (CIMP) while transitioning to a new CIMP contractor;
- jointly plan and implement watershed coordination tasks and develop public outreach content in cooperation with other Watershed Management Group members; and
- prepare the City's first report of expenditures under the Safe, Clean Water Municipal Program

Please do not hesitate to contact me if you have any questions or require additional information or scope clarification.

Thank you for the opportunity to continue to work with you and your colleagues and to serve the City of Rolling Hills.

Sincerely,



Kathleen C. McGowan, P.E., Principal  
McGowan Consulting, LLC

**Attachment:**

Scope of Services and Cost Estimate

## **Scope of Services – MS4 Permit Consulting FY2021-22**

As authorized by the Federal Clean Water Act and the California Porter-Cologne Act, the Municipal Separate Storm Sewer System Permit (MS4 Permit) identifies conditions, requirements and programs that municipalities must implement to protect regional water resources from adverse impacts associated with pollutants carried in stormwater runoff via the MS4. Although the 4<sup>th</sup> Term MS4 Permit<sup>1</sup> has expired, the City is obligated to continue to comply with the requirements of that permit, including commitments made in the Palos Verdes Peninsula Coordinated Integrated Monitoring Program (CIMP), until the new Regional MS4 Permit becomes effective (estimated to be in September 2021). Permittees must implement the requirements of the Regional MS4 Permit as of the effective date which is typically 45 days following adoption. Therefore this scope of services assumes that the City will begin implementing the Regional MS4 Permit in fiscal year year 2021-2022 (FY2021-22). The assumed effort to assist the City in preparing for and initiating implementation of the Regional MS4 Permit has been based on the requirements described in the Tentative Regional MS4 Permit issued by Regional Board staff in August 2020 and does not reflect any major differences that may arise between the Tentative Regional MS4 Permit and the final adopted Regional MS4 Permit. While the City may submit a notice of intent (NOI) to join the Palos Verdes Peninsula Enhanced Watershed Management Program (Peninsula EWMP) during FY2021-22, the City would not be required to implement the provisions of the Peninsula EWMP until the updated EWMP is approved by the Los Angeles Regional Water Quality Control Board (Regional Board), which would likely be during FY2022-23.

This scope of services is organized into tasks based on the MS4 Permit program areas.

Task 1 - Program Management, Coordination and Individual Reporting

Task 2 - Public Information and Participation Program

Task 3 - Commercial Facilities Control Program *[not applicable to the City]*

Task 4 - Planning & Land Development and Construction Programs

Task 5 - Public Agency Activities Program

Task 6 - Illicit Discharge Detection and Elimination Program

Task 7 - Watershed Planning and CIMP and TMDL Implementation

### **Task 1 Program Management, Coordination and Individual Reporting**

The MS4 Permit affects a wide range of municipal activities and requires management and coordination of pollution prevention and implementation activities across municipal functions and among co-permittees. Task 1 is focused on stormwater program management and coordination and annual reporting.

#### **Subtask 1.1 Coordination, Communication and Program Management**

This subtask provides for time to support City staff in managing and coordinating stormwater program planning and implementation throughout the year. This effort includes regular communication via email

---

<sup>1</sup> Order No. R4-2012-0175 as amended by Order WQ 2015-0075, NPDES Permit No. CAS004001 Waste Discharge Requirements for Municipal Separate Storm Sewer System (MS4) Discharges within the Coastal Watersheds of Los Angeles County, except those Discharges Originating from the City of Long Beach.

and telephone with City staff, periodic meetings with City staff on the status of work progress and to obtain direction from City staff as needed, and internal project management.

### **Subtask 1.2 MS4 Permit Individual Annual Report**

The MS4 Permit requires the City to submit an Individual Annual Report to the Regional Board by December 15<sup>th</sup> for the preceding reporting period (July 1<sup>st</sup>-June 30<sup>th</sup>). This subtask covers McGowan Consulting's preparation of the City's Individual Annual Report based on information in-hand and information to be provided by City staff covering activities implemented during the reporting year. The Tentative Regional Permit specifies that Permittees shall continue annual reporting with format and content similar to the previous permit, therefore a level of effort for this subtask similar to that expended in FY2020-21 is assumed. Within six (6) weeks following the close of the FY2020-21 reporting year, McGowan Consulting will provide City staff a list of information needed to complete the annual report. Information requested may include but is not limited to:

- Budgetary information on stormwater expenditures in each required category for FY2020-21 and projected budget for FY2021-22;
- Low impact development (LID) project information for private and public development and redevelopment projects planned or completed within the reporting year provided in the County of Los Angeles Watershed Reporting Adaptive Management and Planning System (WRAMPS) spreadsheet format or LID project information form;
- Records from contract Building & Safety storm-water related construction inspection and plan check review (including SWPPP/ESCP review and approval);
- Public works capital improvement projects related to stormwater; and
- Illicit connection and discharge incident results and records, including enforcement actions taken.

Given receipt of the requested Individual Annual Report information from City staff as well as monitoring results from the CIMP and Harbor Toxics TMDL in the necessary electronic formats by October 1st, McGowan Consulting will prepare a draft Individual Annual Report for City staff review by November 1st. Following receipt of comments from City staff on the draft report, we will revise and finalize the Individual Annual Report in the form of electronic PDF files for inclusion and submittal to the Regional Board with the Watershed Annual Report. A two-week turnaround for City staff review with a consolidated set of comments, and a single revision of the annual report are assumed. The Individual Annual Report and its supporting files will be provided in electronic format for the City's records.

#### ***Subtask 1.2 Deliverables:***

- Information request for Individual Annual Report
- Draft and final Individual Annual Report and supporting files

### **Subtask 1.3 Permit-wide Planning and Coordination**

This subtask includes time to participate in MS4 Permit Co-Permittee meetings to share information and address Co-Permittee and Watershed Group challenges cooperatively. An allocation of time is provided for attendance at six (6) bi-monthly LA Permit Group Meetings. Time is also allocated to participate in Regional Board meetings and workshops—Regional Board staff anticipates a multi-day permit adoption hearing throughout July 2021 for the new Regional Permit. This subtask also allocates time to track and

respond to regulatory actions by the Regional Board and State Water Resources Control Board (State Board). The work in this subtask such as reviewing and analyzing the final draft Regional MS4 permit, attending hearings and meetings, and tracking other regulatory actions will be performed in common for McGowan Consulting clients with similar interests and characteristics, and as such the effort assumed in this subtask is reduced based on cost-sharing among multiple municipal clients.

## **Task 2 Public Information and Participation Program**

Each Co-Permittee is responsible for developing and implementing a Public Information and Participation Program (PIPP) that addresses specific MS4 Permit requirements. Each of the required elements of the PIPP may be met by the City either through a County-wide, watershed group, or individual program approach.

### **Subtask 2.1 PIPP Implementation**

The City is individually responsible for certain elements of the PIPP that are not appropriate for joint implementation, such as providing information links on its website to stormwater websites that include educational materials and opportunities for the public to participate in stormwater pollution prevention and clean-up activities.

This subtask provides an allocation of effort for McGowan Consulting to work with City staff in updating the City's website content and developing metrics for measuring effectiveness of the PIPP objectives under the Regional MS4 Permit. This subtask also includes an allocation of time to assist City staff in disseminating information to residents through its website and Blue Newsletter to educate and involve them in storm water and non-storm water pollution prevention, outdoor water conservation and sustainable gardening.

It is assumed that the Los Angeles County Department of Public Works will continue to implement the following efforts on behalf of the Permittees: maintaining the countywide hotline (888-Clean-LA) and website (888cleanLA.com) for public reporting, broadcasting public service announcements and conducting regional advertising campaigns, maintaining the [waterforla.com](http://waterforla.com) and [safecleanwaterla.org](http://safecleanwaterla.org) websites with regional water resources information and opportunities for the public to engage in water resources planning, and implementing a County-wide K-12 outreach program. The Peninsula Watershed Management Group (Peninsula WMG) has committed to joint development of certain other elements of the PIPP which are addressed in Subtask 2.3. It is assumed that the City's solid waste franchisee will continue to disseminate information to residents on proper handling of wastes such as: vehicle waste fluids, household waste materials, construction waste materials, green waste and animal waste.

#### *Subtask 2.1 Deliverable:*

- Memo with recommendations for updating the City's website content and proposing metrics for tracking effectiveness of the City's individual PIPP

### **Subtask 2.2 Safe Clean Water Municipal Program**

The [Safe Clean Water \(SCW\) Program](#) provides dedicated funding to increase local water supply, improve water quality and protect public health with a key goal of supporting municipalities in meeting MS4 Permit water quality objectives. Note that the cost for several tasks (including the optional task) in this

scope of services are planned to be covered by these funds as denoted by a “+” in the Budget Table and as provided in the City’s SCW Annual Plan for FY2021-22. Transparency and public accountability are integral to the SCW Program.

The City receives its 40% municipal return of the revenues generated by the SCW parcel tax in August each year and by the preceding April 1 must prepare and submit an annual plan forecasting how the Municipal Program Funds will be spent on eligible expenditures in the upcoming fiscal year. The City has a five-year window to expend each tranch of funds it receives and must also submit an annual Progress/Expenditure Report to the LA County Flood Control District (LACFCD) within six months of the close of the each fiscal year. The first Progress/Expenditure Report covering the City’s SCW expenditures through June 2021 will be due in December 2021 and is expected to include the following information:

- A summary of the expenditures and Water Quality, Water Supply, and Community Investment Benefits realized through the City’s use of SCW Municipal Program Funds;
- The amount of SCW Municipal Program funds expended;
- A description of work accomplished during the reporting period;
- The milestones achieved or deliverables completed during the reporting period;
- The work anticipated to be accomplished during the next reporting period;
- Photo documentation as appropriate;
- A description of the City’s stakeholder-engagement activities during the reporting period, including documentation as appropriate

The LACFCD will review the City’s Progress/Expenditure Report to make a preliminary determination of whether and to what extent the City’s expenditures achieved SCW Program Goals, and will then forward its preliminary determination to the Regional Oversight Committee who will also review the City’s Annual Program/Expenditure Report and develop recommendations as appropriate for the LA County Board of Supervisors and the City.

This subtask provides an allocation of effort for McGowan Consulting to prepare the first Progress/Expenditure Report for the City due in December 2021 covering SCW Municipal expenditures through June 2021 and to prepare the City’s Annual Plan for FY2022-23 due by April 1, 2022 with direction, information and review by City staff. The LACFCD staff intend to provide municipalities guidance in preparing the SCW Progress/Expenditure Report and use of the online reporting tool, however this guidance and reporting tool access has not yet been provided thus the level of effort for this subtask is uncertain.

It is assumed that City staff will be responsible for adherence to the SCW Program financial documentation and audit requirements, compliance with revenue transfer agreement requirements, operation in accordance with best practices and strict accountability for funds, receipts and disbursements as delineated in the SCW Municipal Program Transfer Agreement.

#### *Subtask 2.2 Deliverables:*

- Draft and final Progress/Expenditure Report documenting actual expenditures of the City's SCW Municipal funds through June 2021.
- Draft and final Annual Plan describing SCW Municipal Program budget and planned expenditures for FY2022-23 fiscal year

### **Task 2.3 Develop and Update Joint Outreach Content**

The Peninsula WMG, jointly with the Beach Cities WMG, has been developing and posting stormwater outreach website content via the South Bay Cities Council of Governments (SBCCOG) Environmental Services Center program pages to meet MS4 Permit requirements. This outreach program has been managed and facilitated by McGowan Consulting through contracted services with the Environmental Services Center staff of the South Bay Cities Council of Governments and through contracted services for graphic design to create content and enhance the messaging and reach of the website content.

During FY2021-22 McGowan Consulting will begin working with the WMGs and SBCCOG to develop metrics for measuring effectiveness of the the joint outreach program to meet the new objectives required by the Regional MS4 Permit. Additionally, in FY2021-22 the scope of this subtask is anticipated to include development of revised webpage content and layout for the existing Environmentally Friendly Landscaping, Gardening and Pest Control webpages as a result of SBCCOG's planned change to a new website platform and layout. We also anticipate the development of new South Bay Rainwater Harvesting webpage content to accompany the South Bay Homeowner's Guide to Rainwater Harvesting which was completed in FY2020-21.

It is assumed that McGowan Consulting's level of effort and supporting contract services for this subtask will be similar to that in FY2020-21 and will be offset through combined work for the Beach Cities WMG including shared contracting costs for graphic design and website hosting. An allocation is included in the cost estimate for the City's share of contracted costs for website hosting and graphic design to support this outreach.

### **Task 4 Planning & Land Development and Development Construction Programs**

The Planning and Land Development provisions of the MS4 Permit require the City to ensure that private development and redevelopment projects provide for permanent measures to reduce storm water pollutant loads from the development site by conditioning approval of these projects with low impact development (LID) requirements. The City is also responsible for requiring that its qualifying capital improvement projects incorporate LID requirements and/or the City's Green Street Policy as applicable. Furthermore, the Development Construction provisions of the MS4 Permit require the City to ensure that development and redevelopment projects including its own capital improvement projects implement measures to reduce storm water pollutant loads from the development site during construction.

#### **Subtask 4.1 Planning & Land Development and Construction Programs Support**

Minor revisions to the Rolling Hills Municipal Code (RHMC) Chapter 8.32, Stormwater Management and Pollution Control, are anticipated following the issuance of the Regional MS4 Permit to align RHMC with

changes to MS4 Permit requirements. Additionally, as discussed in Subtask 4.2, the City is contemplating strengthening the hydromodifications control provisions in RHMC 8.32.095.B.5(b). This subtask includes time for McGowan Consulting to prepare a draft set of changes to RHMC 8.32 to incorporate proposed changes to the hydromodification provisions as well as the minor changes to align with the adopted Regional MS4 Permit. One revision based on consolidated comments received from the Director of Community Development and City Attorney is assumed.

This subtask also allocates time for conducting a training session for City staff on the Planning & Land Development and Construction Program requirements following adoption of the Regional MS4 Permit. For the Development Construction Program, this subtask includes time for McGowan Consulting to track and review reporting via the State Board's online SMARTS system by construction sites disturbing 1 acre or more within the City.

It is assumed that the City is utilizing contract Building and Safety inspectors trained in MS4 Permit inspection procedures to carry out inspections of construction sites at frequencies consistent with MS4 Permit requirements. The small site construction brochure previously developed jointly by the Peninsula and Beach Cities WMGs is targeted at small construction sites and can be used by contract Building & Safety staff and City staff to educate and enforce these requirements. Additionally, for construction sites disturbing 1 acre or greater, it is assumed that the City is utilizing Building and Safety inspectors trained in the State Board's Construction General Permit Qualified SWPPP Practitioner Program for stormwater inspections and plan reviews.

*Subtask 4.1 Deliverables:*

- Draft and final changes to the City's stormwater chapter of the municipal code
- Training for City Planning and Management staff on the Regional MS4 Permit Planning and Land Development provisions

### **Subtask 4.2 Hydromodification Control Provisions**

McGowan Consulting understands that the City intends to strengthen the hydromodification control provisions in RHMC 8.32.095.B.5(b) applicable to new and redevelopment projects in order to increase protections for downstream property owners and habitat in natural drainage courses. We previously prepared a memorandum outlining options for increasing the stringency of these provisions within the current regulatory framework of the MS4 Permit and the Los Angeles County code 12.84.445 Hydromodification.

This subtask allocates effort for McGowan Consulting to support the City's consensus-building and decision-making process for modifying the hydromodification control provisions. Under this subtask, McGowan Consulting will prepare a slide presentation to assist City staff in presenting and discussing the options with the City Council and facilitating the formation of a consensus approach.

It is assumed that City staff will conduct follow up meetings and facilitate discussions with the City Council and Planning Commission as needed to arrive at a final consensus approach to be translated as appropriate into RHMC 8.32.095.B.5(b) as discussed in Subtask 4.1.



*Subtask 4.2 Deliverable:*

- Presentation on hydromodification controls

**Task 5 Public Agency Activities Program**

The Public Agency Activities program focuses on municipal facilities and activities, requiring implementation of Best Management Practices (BMPs) to minimize water quality impacts. The City is responsible for ensuring that municipal facilities and municipal contract service providers incorporate and implement appropriate BMPs in accordance with the MS4 Permit. This includes municipal solid waste and landscape maintenance contractors as well as Rolling Hills Community Association staff with responsibility for the maintenance of City-owned and/or operated facilities.

An interactive training for management staff will be developed and delivered to familiarize staff with the modified requirements of the Regional MS4 Permit and to plan for implementation of these provisions. An allocation of time is also included for assisting management staff in implementing the new provisions.

It is assumed that municipal contract service providers whose interactions, jobs, and activities affect stormwater quality will self-certify that their staff have been provided annual MS4 Permit training, or participate in the training provided for management staff.

*Task 5 Deliverable:*

- Interactive training presentation for senior management staff

**Task 6 Support for Illicit Discharge Elimination**

During FY2021-22 this task provides an allocation of time as needed to support City staff in implementing the Illicit Discharge Detection and Elimination (IDDE) program to identify the source of reported or suspected illicit discharges as they may arise, and in taking measures to eliminate confirmed illicit discharges as needed.

Although the City's IDDE procedures manual must be updated once per permit term, it is assumed that such an update will be made during FY2022-23 in the year following adoption of the Regional MS4 Permit and is excluded from this scope of services. It is assumed that training on the requirements of the IDDE program will be included in the trainings discussed in Task 5.

**Task 7 Watershed Group Planning and CIMP and TMDL Implementation**

The Peninsula Coordinated Integrated Monitoring Program (CIMP) is being implemented cooperatively by the Peninsula WMG through an MOU and contract services administered by the City of Rancho Palos Verdes. The Peninsula WMG meets monthly to coordinate compliance monitoring, reporting, and implementation activities for both the Peninsula CIMP and TMDLs. A new CIMP contractor will be assuming responsibility for monitoring during reporting year 2021-22 while the outgoing CIMP contractor will retain responsibility for completing the Integrated Monitoring Compliance Report covering reporting year 2020-21. Additionally, work may begin on updating and adaptively modifying the CIMP plan.

The City is also participating in the Harbor Regional Monitoring Coalition MOU to meet its monitoring obligations under the Greater Los Angeles and Long Beach Harbors Toxics TMDL. The Harbor Regional Monitoring Coalition (Harbor RMC) meets quarterly to coordinate TMDL compliance monitoring and reporting in the harbors.

### **Task 7.1 Watershed Group Planning**

This subtask includes representation of the City at twelve (12) Peninsula WMG meetings, including effort for preparation and meeting attendance with McGowan Consulting time assumed to be distributed between three (3) Peninsula municipal clients. This subtask also includes effort to review results of ongoing Harbor Toxics TMDL monitoring activities and to represent the City's interests at quarterly monitoring coordination meetings with McGowan Consulting's time assumed to be distributed between two (2) municipal clients.

A level of effort similar to that expended during previous fiscal years is assumed for this subtask.

### **Task 7.2 Alternative Compliance Approach for TMDLs**

Given the historical low impact character of development standards in the City and the new Sepulveda Canyon monitoring data documenting the retentive capacity of the natural canyons that serve to convey stormwater, McGowan Consulting understands that the City intends to demonstrate compliance with TMDLs by documenting through City-specific stormwater flow and water quality monitoring that water quality targets established in applicable TMDLs are being met by the City. This subtask allocates time for McGowan Consulting to assist the City in assessing monitoring data, coordinating with Regional Board staff, and building the case to demonstrate compliance with TMDLs.

First, McGowan Consulting will draft a letter to Regional Board staff stating the City's intent to withdraw from the previously submitted joint requests for time schedule orders for the Machado Lake Nutrients and Pesticides & PCBs TMDLs submitted by the Peninsula WMG. Second, upon adoption of the Regional MS4 Permit, we will draft a letter to Regional Board staff requesting that the City receive an extension of time to submit a notice of intent to join the Peninsula Enhanced Watershed Management Program (EWMP). This request will be based on the justification that an additional year of City-specific water quality and flow monitoring is necessary to determine whether compliance can be demonstrated by meeting numeric water quality limitations in the City's runoff or whether joining the Peninsula EWMP in order to avail itself of deemed compliance with TMDLs based on retention of runoff from the 85th % 24-hr rainfall event is the appropriate action for the City. This subtask also provides an allocation of time to coordinate with the City's monitoring contractor during the second year of Sepulveda Canyon monitoring and to review and comment on a technical memorandum to be prepared by the City's monitoring contractor evaluating the hydrologic retention capacity of City's natural canyon system.

This subtask also provides an allocation of time for communication with Regional Board staff on the timing of submittal of the notice of intent and possible revision of the Peninsula EWMP to incorporate the City. Based on Regional Board staff's response and/or the results of the second year of monitoring data, and if directed by City staff, McGowan Consulting will prepare a letter notifying the Regional Board of the City's intent to join the Peninsula EWMP (Notice of Intent). This subtask also provides an allocation

of time for McGowan Consulting to prepare updates for City Council as directed by City staff on these matters.

*Subtask 7.2 Deliverables:*

- Draft letter to Regional Board withdrawing City's prior requests for time schedule orders for Machado Lake Nutrient TMDL and Machado Lake Pesticides & PCBs TMDL
- Draft letter to Regional Board requesting an extension of time to submit a notice of intent to join the Peninsula EWMP
- Draft letter notifying Regional Board of City's intent to join the Peninsula EWMP (Notice of Intent)

***Optional Subtask 7.3 Revision of Peninsula EWMP to Include City***

Preliminary results from the City's Sepulveda Canyon monitoring study initiated during FY 2020-21 indicates that this natural canyon drainage system effectively retains at least the 85<sup>th</sup> %, 24-hour storm runoff volume, and, based on the results of the second year of monitoring and the technical memorandum to be prepared by the City's monitoring contractor, this retention performance may be extrapolated to the City as a whole. The MS4 Permit provides deemed compliance with TMDLs if a Permittee retains all non-stormwater and all stormwater up to and including the volume equivalent to the 85<sup>th</sup> percentile, 24-hour event for the drainage area tributary to the applicable receiving water provided a Permittee is implementing all actions and schedules in an approved EWMP. In order to avail itself of this deemed compliance approach the City would need to join the Peninsula EWMP, and to do so the Peninsula EWMP would need to be revised to include the City. This revision would not require an update to the Reasonable Assurance Analysis (RAA) since 85<sup>th</sup> %, 24-hr storm runoff volume capture areas are excluded from the RAA modeling requirement.

If directed by City staff, i.e., at the City's option, this subtask allocates effort for McGowan Consulting to revise relevant sections of the Peninsula EWMP document to include the City as an 85<sup>th</sup> %, 24-hour stormwater capture area within the Peninsula EWMP area. This will require revision of multiple sections, tables and figures throughout this lengthy document. The technical memorandum prepared by the City's Sepulveda Canyon monitoring contractor will be added as an appendix to the Peninsula EWMP for documentation of the City's 85%, 24-hr runoff retention. It is assumed that the Peninsula WMG will provide McGowan Consulting the Microsoft Word® version of the Peninsula EWMP for our use in performing this subtask. A draft version of the Peninsula EWMP revised to incorporate the City will be provided in Microsoft Word® with changes tracked for City staff and Peninsula WMG members' review. One round of revisions to incorporate combined comments from City staff and Peninsula WMG members is assumed.

*Subtask 7.3 Deliverables:*

- Draft revision of Peninsula EWMP with changes tracked
- Final revision of Peninsula EWMP and with changes tracked

## Cost Estimate

McGowan Consulting will conduct the work effort described in the foregoing Scope of Services for an amount not to exceed **\$75,545 for all tasks exclusive of Subtask 7.3**, and for an additional cost not to exceed **\$23,550 for optional Subtask 7.3** as detailed in the attached Budget Table and Rate Schedule. In order to provide a measure of flexibility to best meet the needs of the City and given the nature of regulatory uncertainty at this time, it is understood that reallocation of level of effort between tasks and subtasks may occur so long as the total contract amount is not exceeded. When possible, consulting time for attending meetings and performing tasks in common for clients will be distributed between two or more clients, thereby reducing individual costs to each client. Tasks and subtasks where labor effort has been reduced due to an assumption of work performed in common for more than one client are identified with an asterisk (\*) in the budget table. Invoices will be submitted based on actual effort expended in accordance with the Rate Schedule for FY2021-22. Labor rates shown in the Rate Schedule include automobile mileage, parking fees, and routine printing and copying. Other direct costs chargeable to the project may include: subcontracted webpage hosting, graphic design, illustration and translation services; report reproduction and binding; courier services; and other direct project costs not specifically included in labor rates.

McGowan Consulting will inform City staff of changing requirements and emerging issues as part of regular communication. It is the nature of regulatory-driven programs to be subject to uncertainty and unpredictable events such as changes in regulatory requirements with the issuance of the Regional MS4 Permit, new/emerging regulatory issues, enforcement action, or significant additional support needed by City staff that was unanticipated. If such unpredictable event(s) or needs arise, we are prepared to assist the City and, if necessary and at City staff's direction, we will submit a request for an authorization for scope change to provide the City with additional consulting services to meet the need.

<b>Budget Table</b> <b>MS4 Permit Consulting Services FY2021-22</b>			
<b>Task</b>	<b>Description</b>	<b>Labor Hours</b>	<b>Estimated Cost</b>
1.1	Coordination, Communication and Project Management	52	\$ 8,320
1.2	MS4 Permit Individual Annual Report	50	\$ 8,000
1.3	Permit-wide Planning and Coordination *	35	\$ 5,495
2.1	Public Information & Participation Program Implementation	30	\$ 4,530
2.2	Safe Clean Water Municipal Program * +	50	\$ 7,950
2.3	Develop and Update Joint Outreach Content *	20	\$ 3,020
4.1	Planning & Land Development and Construction Support	54	\$ 8,640
4.2	Hydromodification Control Provisions +	30	\$ 4,800
5	Public Agency Activities Program	36	\$ 5,544
6	Support for Illicit Discharge Elimination	8	\$ 1,232
7.1	Watershed Group Planning *	45	\$ 7,065
7.2	Alternative Compliance Approach for TMDLs	57	\$ 8,949
Other Direct Costs - Includes subcontracted website hosting by SBCCOG and graphic design and layout for outreach materials *			\$ 2,000
<b>Total Estimated Costs (excluding optional subtask 7.3)</b>			<b>\$ 75,545</b>
7.3	(Optional) Revise Peninsula EWMP to Include City +	150	\$ 23,550
* estimate assumes cost savings due to work performed in common for more than one client + indicates costs to be covered by the SCW Municipal Program Funds			

## McGowan Consulting, LLC

### Labor Rates

Contract Year 2021-22<sup>2</sup>

#### Professional/Staff Rates

<b>Principal</b>	<b>\$168 per hour</b>
<b>Sr. Scientist</b>	<b>\$139 per hour</b>
<b>Staff Scientist</b>	<b>\$60 per hour</b>

#### Expenses

**Labor rates include:** automobile mileage within greater Los Angeles and Orange County area, parking, routine printing and copying

**Other direct costs chargeable to the project include:** graphic layout and illustration, webpage design and hosting, translation services, report reproduction and binding, courier services, blueprint services, graphics services, project-specific publications, and any other direct project costs not included in the labor rates.

---

<sup>2</sup> Labor rates to be adjusted annually based on increases in the Consumer Price Index for the Los Angeles area as calculated by the U.S. Department of Labor Bureau of Labor Statistics

## FOURTH AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT

This Fourth Amendment to Professional Services Agreement is entered into by and between the City of Rolling Hills, a municipal corporation ("City") and McGowan Consulting LLC ("Consultant") upon full, written execution by both parties.

### RECITALS

A. City and Consultant are parties to that Professional Services Agreement dated July 15, 2015 (the "Agreement") by which City engaged Consultant for environmental consulting services pertaining to the implementation of the Municipal Separate Storm Sewer System Permit (MS4) and Total Maximum Daily Load (TMDL) implementation under the requirements of the Federal Clean Water Act.

B. The Agreement has been amended by a First Amendment to the Agreement dated July 26, 2018 (the "First Amendment"), a Second Amendment to the Agreement dated April 17, 2019 (the "Second Amendment") and a Third Amendment to Agreement dated July 29, 2020 (the "Third Amendment") by which City extended Consultant's engagement to perform MS4 permit consulting services.

C. City and Consultant now desire to further amend the Agreement for a fourth time in order to engage Consultant to perform MS4 permit consulting services for the 2021-2022 fiscal year and to establish compensation for such services.

**NOW, THEREFORE**, in consideration of the foregoing, the Agreement is amended as follows:

A. Section 1 "SCOPE OF WORK" of the Agreement is amended to read as follows:

CONSULTANT shall perform all work necessary to complete in a manner satisfactory to CITY the services set forth in the scope of work attached as Exhibit A, and incorporated herein by this reference, including Optional Task 7.3 in Part 1 of the scope of work.

B. Section 3 "COST" of the Agreement is amended to read as follows:

The CITY agrees to pay CONSULTANT for all the work or any part of the work performed under this Agreement at the rates and in the manner established in the Budget Table in the attached Exhibit A. Total expenditures under this Fourth Amendment shall not exceed the sum of \$99,095.00 (inclusive of Subtask 7.3) for FY 2021-22. This fee includes automobile mileage, parking fees, routine printing and copying, photography, travel, attendance at meetings and routine miscellaneous costs incurred during the term. No increase in fees will be allowed during the life of this Fourth Amendment.

Any increase in contract amount or scope shall be by express written amendment approved by the City Manager and CONSULTANT.

Except as above modified, in all other respects the Agreement as previously amended is hereby affirmed and in full force and effect.

ATTEST

CITY OF ROLLING HILLS

\_\_\_\_\_  
Janely Sandoval, City Clerk                      Date

\_\_\_\_\_  
ELAINE JENG                                              Date

MCGOWAN CONSULTING, LLC

\_\_\_\_\_  
KATHLEEN MCGOWAN                              Date



## EXHIBIT A

### Scope of Services – MS4 Permit Consulting FY2021-22

As authorized by the Federal Clean Water Act and the California Porter-Cologne Act, the Municipal Separate Storm Sewer System Permit (MS4 Permit) identifies conditions, requirements and programs that municipalities must implement to protect regional water resources from adverse impacts associated with pollutants carried in stormwater runoff via the MS4. Although the 4<sup>th</sup> Term MS4 Permit<sup>1</sup> has expired, the City is obligated to continue to comply with the requirements of that permit, including commitments made in the Palos Verdes Peninsula Coordinated Integrated Monitoring Program (CIMP), until the new Regional MS4 Permit becomes effective (estimated to be in September 2021). Permittees must implement the requirements of the Regional MS4 Permit as of the effective date which is typically 45 days following adoption. Therefore this scope of services assumes that the City will begin implementing the Regional MS4 Permit in fiscal year year 2021-2022 (FY2021-22). The assumed effort to assist the City in preparing for and initiating implementation of the Regional MS4 Permit has been based on the requirements described in the Tentative Regional MS4 Permit issued by Regional Board staff in August 2020 and does not reflect any major differences that may arise between the Tentative Regional MS4 Permit and the final adopted Regional MS4 Permit. While the City may submit a notice of intent (NOI) to join the Palos Verdes Peninsula Enhanced Watershed Management Program (Peninsula EWMP) during FY2021-22, the City would not be required to implement the provisions of the Peninsula EWMP until the updated EWMP is approved by the Los Angeles Regional Water Quality Control Board (Regional Board), which would likely be during FY2022-23.

This scope of services is organized into tasks based on the MS4 Permit program areas.

Task 1 - Program Management, Coordination and Individual Reporting

Task 2 - Public Information and Participation Program

Task 3 - Commercial Facilities Control Program *[not applicable to the City]*

Task 4 - Planning & Land Development and Construction Programs

Task 5 - Public Agency Activities Program

Task 6 - Illicit Discharge Detection and Elimination Program

Task 7 - Watershed Planning and CIMP and TMDL Implementation

#### Task 1 Program Management, Coordination and Individual Reporting

The MS4 Permit affects a wide range of municipal activities and requires management and coordination of pollution prevention and implementation activities across municipal functions and among co-permittees. Task 1 is focused on stormwater program management and coordination and annual reporting.

##### Subtask 1.1 Coordination, Communication and Program Management

This subtask provides for time to support City staff in managing and coordinating stormwater program planning and implementation throughout the year. This effort includes regular communication via email

---

<sup>1</sup> Order No. R4-2012-0175 as amended by Order WQ 2015-0075, NPDES Permit No. CAS004001 Waste Discharge Requirements for Municipal Separate Storm Sewer System (MS4) Discharges within the Coastal Watersheds of Los Angeles County, except those Discharges Originating from the City of Long Beach.

and telephone with City staff, periodic meetings with City staff on the status of work progress and to obtain direction from City staff as needed, and internal project management.

### **Subtask 1.2 MS4 Permit Individual Annual Report**

The MS4 Permit requires the City to submit an Individual Annual Report to the Regional Board by December 15<sup>th</sup> for the preceding reporting period (July 1<sup>st</sup>-June 30<sup>th</sup>). This subtask covers McGowan Consulting's preparation of the City's Individual Annual Report based on information in-hand and information to be provided by City staff covering activities implemented during the reporting year. The Tentative Regional Permit specifies that Permittees shall continue annual reporting with format and content similar to the previous permit, therefore a level of effort for this subtask similar to that expended in FY2020-21 is assumed. Within six (6) weeks following the close of the FY2020-21 reporting year, McGowan Consulting will provide City staff a list of information needed to complete the annual report. Information requested may include but is not limited to:

- Budgetary information on stormwater expenditures in each required category for FY2020-21 and projected budget for FY2021-22;
- Low impact development (LID) project information for private and public development and redevelopment projects planned or completed within the reporting year provided in the County of Los Angeles Watershed Reporting Adaptive Management and Planning System (WRAMPS) spreadsheet format or LID project information form;
- Records from contract Building & Safety storm-water related construction inspection and plan check review (including SWPPP/ESCP review and approval);
- Public works capital improvement projects related to stormwater; and
- Illicit connection and discharge incident results and records, including enforcement actions taken.

Given receipt of the requested Individual Annual Report information from City staff as well as monitoring results from the CIMP and Harbor Toxics TMDL in the necessary electronic formats by October 1st, McGowan Consulting will prepare a draft Individual Annual Report for City staff review by November 1st. Following receipt of comments from City staff on the draft report, we will revise and finalize the Individual Annual Report in the form of electronic PDF files for inclusion and submittal to the Regional Board with the Watershed Annual Report. A two-week turnaround for City staff review with a consolidated set of comments, and a single revision of the annual report are assumed. The Individual Annual Report and its supporting files will be provided in electronic format for the City's records.

#### *Subtask 1.2 Deliverables:*

- Information request for Individual Annual Report
- Draft and final Individual Annual Report and supporting files

### **Subtask 1.3 Permit-wide Planning and Coordination**

This subtask includes time to participate in MS4 Permit Co-Permittee meetings to share information and address Co-Permittee and Watershed Group challenges cooperatively. An allocation of time is provided for attendance at six (6) bi-monthly LA Permit Group Meetings. Time is also allocated to participate in Regional Board meetings and workshops—Regional Board staff anticipates a multi-day permit adoption hearing throughout July 2021 for the new Regional Permit. This subtask also allocates time to track and

respond to regulatory actions by the Regional Board and State Water Resources Control Board (State Board). The work in this subtask such as reviewing and analyzing the final draft Regional MS4 permit, attending hearings and meetings, and tracking other regulatory actions will be performed in common for McGowan Consulting clients with similar interests and characteristics, and as such the effort assumed in this subtask is reduced based on cost-sharing among multiple municipal clients.

## **Task 2 Public Information and Participation Program**

Each Co-Permittee is responsible for developing and implementing a Public Information and Participation Program (PIPP) that addresses specific MS4 Permit requirements. Each of the required elements of the PIPP may be met by the City either through a County-wide, watershed group, or individual program approach.

### **Subtask 2.1 PIPP Implementation**

The City is individually responsible for certain elements of the PIPP that are not appropriate for joint implementation, such as providing information links on its website to stormwater websites that include educational materials and opportunities for the public to participate in stormwater pollution prevention and clean-up activities.

This subtask provides an allocation of effort for McGowan Consulting to work with City staff in updating the City's website content and developing metrics for measuring effectiveness of the PIPP objectives under the Regional MS4 Permit. This subtask also includes an allocation of time to assist City staff in disseminating information to residents through its website and Blue Newsletter to educate and involve them in storm water and non-storm water pollution prevention, outdoor water conservation and sustainable gardening.

It is assumed that the Los Angeles County Department of Public Works will continue to implement the following efforts on behalf of the Permittees: maintaining the countywide hotline (888-Clean-LA) and website (888cleanLA.com) for public reporting, broadcasting public service announcements and conducting regional advertising campaigns, maintaining the [waterforla.com](http://waterforla.com) and [safecleanwaterla.org](http://safecleanwaterla.org) websites with regional water resources information and opportunities for the public to engage in water resources planning, and implementing a County-wide K-12 outreach program. The Peninsula Watershed Management Group (Peninsula WMG) has committed to joint development of certain other elements of the PIPP which are addressed in Subtask 2.3. It is assumed that the City's solid waste franchisee will continue to disseminate information to residents on proper handling of wastes such as: vehicle waste fluids, household waste materials, construction waste materials, green waste and animal waste.

#### *Subtask 2.1 Deliverable:*

- Memo with recommendations for updating the City's website content and proposing metrics for tracking effectiveness of the City's individual PIPP

### **Subtask 2.2 Safe Clean Water Municipal Program**

The [Safe Clean Water \(SCW\) Program](#) provides dedicated funding to increase local water supply, improve water quality and protect public health with a key goal of supporting municipalities in meeting MS4 Permit water quality objectives. Note that the cost for several tasks (including the optional task) in this

scope of services are planned to be covered by these funds as denoted by a “+” in the Budget Table and as provided in the City’s SCW Annual Plan for FY2021-22. Transparency and public accountability are integral to the SCW Program.

The City receives its 40% municipal return of the revenues generated by the SCW parcel tax in August each year and by the preceding April 1 must prepare and submit an annual plan forecasting how the Municipal Program Funds will be spent on eligible expenditures in the upcoming fiscal year. The City has a five-year window to expend each tranch of funds it receives and must also submit an annual Progress/Expenditure Report to the LA County Flood Control District (LACFCD) within six months of the close of the each fiscal year. The first Progress/Expenditure Report covering the City’s SCW expenditures through June 2021 will be due in December 2021 and is expected to include the following information:

- A summary of the expenditures and Water Quality, Water Supply, and Community Investment Benefits realized through the City’s use of SCW Municipal Program Funds;
- The amount of SCW Municipal Program funds expended;
- A description of work accomplished during the reporting period;
- The milestones achieved or deliverables completed during the reporting period;
- The work anticipated to be accomplished during the next reporting period;
- Photo documentation as appropriate;
- A description of the City’s stakeholder-engagement activities during the reporting period, including documentation as appropriate

The LACFCD will review the City’s Progress/Expenditure Report to make a preliminary determination of whether and to what extent the City’s expenditures achieved SCW Program Goals, and will then forward its preliminary determination to the Regional Oversight Committee who will also review the City’s Annual Program/Expenditure Report and develop recommendations as appropriate for the LA County Board of Supervisors and the City.

This subtask provides an allocation of effort for McGowan Consulting to prepare the first Progress/Expenditure Report for the City due in December 2021 covering SCW Municipal expenditures through June 2021 and to prepare the City’s Annual Plan for FY2022-23 due by April 1, 2022 with direction, information and review by City staff. The LACFCD staff intend to provide municipalities guidance in preparing the SCW Progress/Expenditure Report and use of the online reporting tool, however this guidance and reporting tool access has not yet been provided thus the level of effort for this subtask is uncertain.

It is assumed that City staff will be responsible for adherence to the SCW Program financial documentation and audit requirements, compliance with revenue transfer agreement requirements, operation in accordance with best practices and strict accountability for funds, receipts and disbursements as delineated in the SCW Municipal Program Transfer Agreement.

#### *Subtask 2.2 Deliverables:*

- Draft and final Progress/Expenditure Report documenting actual expenditures of the City's SCW Municipal funds through June 2021.
- Draft and final Annual Plan describing SCW Municipal Program budget and planned expenditures for FY2022-23 fiscal year

### **Task 2.3 Develop and Update Joint Outreach Content**

The Peninsula WMG, jointly with the Beach Cities WMG, has been developing and posting stormwater outreach website content via the South Bay Cities Council of Governments (SBCCOG) Environmental Services Center program pages to meet MS4 Permit requirements. This outreach program has been managed and facilitated by McGowan Consulting through contracted services with the Environmental Services Center staff of the South Bay Cities Council of Governments and through contracted services for graphic design to create content and enhance the messaging and reach of the website content.

During FY2021-22 McGowan Consulting will begin working with the WMGs and SBCCOG to develop metrics for measuring effectiveness of the the joint outreach program to meet the new objectives required by the Regional MS4 Permit. Additionally, in FY2021-22 the scope of this subtask is anticipated to include development of revised webpage content and layout for the existing Environmentally Friendly Landscaping, Gardening and Pest Control webpages as a result of SBCCOG's planned change to a new website platform and layout. We also anticipate the development of new South Bay Rainwater Harvesting webpage content to accompany the South Bay Homeowner's Guide to Rainwater Harvesting which was completed in FY2020-21.

It is assumed that McGowan Consulting's level of effort and supporting contract services for this subtask will be similar to that in FY2020-21 and will be offset through combined work for the Beach Cities WMG including shared contracting costs for graphic design and website hosting. An allocation is included in the cost estimate for the City's share of contracted costs for website hosting and graphic design to support this outreach.

### **Task 4 Planning & Land Development and Development Construction Programs**

The Planning and Land Development provisions of the MS4 Permit require the City to ensure that private development and redevelopment projects provide for permanent measures to reduce storm water pollutant loads from the development site by conditioning approval of these projects with low impact development (LID) requirements. The City is also responsible for requiring that its qualifying capital improvement projects incorporate LID requirements and/or the City's Green Street Policy as applicable. Furthermore, the Development Construction provisions of the MS4 Permit require the City to ensure that development and redevelopment projects including its own capital improvement projects implement measures to reduce storm water pollutant loads from the development site during construction.

#### **Subtask 4.1 Planning & Land Development and Construction Programs Support**

Minor revisions to the Rolling Hills Municipal Code (RHMC) Chapter 8.32, Stormwater Management and Pollution Control, are anticipated following the issuance of the Regional MS4 Permit to align RHMC with

changes to MS4 Permit requirements. Additionally, as discussed in Subtask 4.2, the City is contemplating strengthening the hydromodifications control provisions in RHMC 8.32.095.B.5(b). This subtask includes time for McGowan Consulting to prepare a draft set of changes to RHMC 8.32 to incorporate proposed changes to the hydromodification provisions as well as the minor changes to align with the adopted Regional MS4 Permit. One revision based on consolidated comments received from the Director of Community Development and City Attorney is assumed.

This subtask also allocates time for conducting a training session for City staff on the Planning & Land Development and Construction Program requirements following adoption of the Regional MS4 Permit. For the Development Construction Program, this subtask includes time for McGowan Consulting to track and review reporting via the State Board's online SMARTS system by construction sites disturbing 1 acre or more within the City.

It is assumed that the City is utilizing contract Building and Safety inspectors trained in MS4 Permit inspection procedures to carry out inspections of construction sites at frequencies consistent with MS4 Permit requirements. The small site construction brochure previously developed jointly by the Peninsula and Beach Cities WMGs is targeted at small construction sites and can be used by contract Building & Safety staff and City staff to educate and enforce these requirements. Additionally, for construction sites disturbing 1 acre or greater, it is assumed that the City is utilizing Building and Safety inspectors trained in the State Board's Construction General Permit Qualified SWPPP Practitioner Program for stormwater inspections and plan reviews.

*Subtask 4.1 Deliverables:*

- Draft and final changes to the City's stormwater chapter of the municipal code
- Training for City Planning and Management staff on the Regional MS4 Permit Planning and Land Development provisions

### **Subtask 4.2 Hydromodification Control Provisions**

McGowan Consulting understands that the City intends to strengthen the hydromodification control provisions in RHMC 8.32.095.B.5(b) applicable to new and redevelopment projects in order to increase protections for downstream property owners and habitat in natural drainage courses. We previously prepared a memorandum outlining options for increasing the stringency of these provisions within the current regulatory framework of the MS4 Permit and the Los Angeles County code 12.84.445 Hydromodification.

This subtask allocates effort for McGowan Consulting to support the City's consensus-building and decision-making process for modifying the hydromodification control provisions. Under this subtask, McGowan Consulting will prepare a slide presentation to assist City staff in presenting and discussing the options with the City Council and facilitating the formation of a consensus approach.

It is assumed that City staff will conduct follow up meetings and facilitate discussions with the City Council and Planning Commission as needed to arrive at a final consensus approach to be translated as appropriate into RHMC 8.32.095.B.5(b) as discussed in Subtask 4.1.

*Subtask 4.2 Deliverable:*

- Presentation on hydromodification controls

**Task 5 Public Agency Activities Program**

The Public Agency Activities program focuses on municipal facilities and activities, requiring implementation of Best Management Practices (BMPs) to minimize water quality impacts. The City is responsible for ensuring that municipal facilities and municipal contract service providers incorporate and implement appropriate BMPs in accordance with the MS4 Permit. This includes municipal solid waste and landscape maintenance contractors as well as Rolling Hills Community Association staff with responsibility for the maintenance of City-owned and/or operated facilities.

An interactive training for management staff will be developed and delivered to familiarize staff with the modified requirements of the Regional MS4 Permit and to plan for implementation of these provisions. An allocation of time is also included for assisting management staff in implementing the new provisions.

It is assumed that municipal contract service providers whose interactions, jobs, and activities affect stormwater quality will self-certify that their staff have been provided annual MS4 Permit training, or participate in the training provided for management staff.

*Task 5 Deliverable:*

- Interactive training presentation for senior management staff

**Task 6 Support for Illicit Discharge Elimination**

During FY2021-22 this task provides an allocation of time as needed to support City staff in implementing the Illicit Discharge Detection and Elimination (IDDE) program to identify the source of reported or suspected illicit discharges as they may arise, and in taking measures to eliminate confirmed illicit discharges as needed.

Although the City's IDDE procedures manual must be updated once per permit term, it is assumed that such an update will be made during FY2022-23 in the year following adoption of the Regional MS4 Permit and is excluded from this scope of services. It is assumed that training on the requirements of the IDDE program will be included in the trainings discussed in Task 5.

**Task 7 Watershed Group Planning and CIMP and TMDL Implementation**

The Peninsula Coordinated Integrated Monitoring Program (CIMP) is being implemented cooperatively by the Peninsula WMG through an MOU and contract services administered by the City of Rancho Palos Verdes. The Peninsula WMG meets monthly to coordinate compliance monitoring, reporting, and implementation activities for both the Peninsula CIMP and TMDLs. A new CIMP contractor will be assuming responsibility for monitoring during reporting year 2021-22 while the outgoing CIMP contractor will retain responsibility for completing the Integrated Monitoring Compliance Report covering reporting year 2020-21. Additionally, work may begin on updating and adaptively modifying the CIMP plan.

The City is also participating in the Harbor Regional Monitoring Coalition MOU to meet its monitoring obligations under the Greater Los Angeles and Long Beach Harbors Toxics TMDL. The Harbor Regional Monitoring Coalition (Harbor RMC) meets quarterly to coordinate TMDL compliance monitoring and reporting in the harbors.

### **Task 7.1 Watershed Group Planning**

This subtask includes representation of the City at twelve (12) Peninsula WMG meetings, including effort for preparation and meeting attendance with McGowan Consulting time assumed to be distributed between three (3) Peninsula municipal clients. This subtask also includes effort to review results of ongoing Harbor Toxics TMDL monitoring activities and to represent the City's interests at quarterly monitoring coordination meetings with McGowan Consulting's time assumed to be distributed between two (2) municipal clients.

A level of effort similar to that expended during previous fiscal years is assumed for this subtask.

### **Task 7.2 Alternative Compliance Approach for TMDLs**

Given the historical low impact character of development standards in the City and the new Sepulveda Canyon monitoring data documenting the retentive capacity of the natural canyons that serve to convey stormwater, McGowan Consulting understands that the City intends to demonstrate compliance with TMDLs by documenting through City-specific stormwater flow and water quality monitoring that water quality targets established in applicable TMDLs are being met by the City. This subtask allocates time for McGowan Consulting to assist the City in assessing monitoring data, coordinating with Regional Board staff, and building the case to demonstrate compliance with TMDLs.

First, McGowan Consulting will draft a letter to Regional Board staff stating the City's intent to withdraw from the previously submitted joint requests for time schedule orders for the Machado Lake Nutrients and Pesticides & PCBs TMDLs submitted by the Peninsula WMG. Second, upon adoption of the Regional MS4 Permit, we will draft a letter to Regional Board staff requesting that the City receive an extension of time to submit a notice of intent to join the Peninsula Enhanced Watershed Management Program (EWMP). This request will be based on the justification that an additional year of City-specific water quality and flow monitoring is necessary to determine whether compliance can be demonstrated by meeting numeric water quality limitations in the City's runoff or whether joining the Peninsula EWMP in order to avail itself of deemed compliance with TMDLs based on retention of runoff from the 85th % 24-hr rainfall event is the appropriate action for the City. This subtask also provides an allocation of time to coordinate with the City's monitoring contractor during the second year of Sepulveda Canyon monitoring and to review and comment on a technical memorandum to be prepared by the City's monitoring contractor evaluating the hydrologic retention capacity of City's natural canyon system.

This subtask also provides an allocation of time for communication with Regional Board staff on the timing of submittal of the notice of intent and possible revision of the Peninsula EWMP to incorporate the City. Based on Regional Board staff's response and/or the results of the second year of monitoring data, and if directed by City staff, McGowan Consulting will prepare a letter notifying the Regional Board of the City's intent to join the Peninsula EWMP (Notice of Intent). This subtask also provides an allocation



of time for McGowan Consulting to prepare updates for City Council as directed by City staff on these matters.

*Subtask 7.2 Deliverables:*

- Draft letter to Regional Board withdrawing City's prior requests for time schedule orders for Machado Lake Nutrient TMDL and Machado Lake Pesticides & PCBs TMDL
- Draft letter to Regional Board requesting an extension of time to submit a notice of intent to join the Peninsula EWMP
- Draft letter notifying Regional Board of City's intent to join the Peninsula EWMP (Notice of Intent)

***Optional Subtask 7.3 Revision of Peninsula EWMP to Include City***

Preliminary results from the City's Sepulveda Canyon monitoring study initiated during FY 2020-21 indicates that this natural canyon drainage system effectively retains at least the 85<sup>th</sup> %, 24-hour storm runoff volume, and, based on the results of the second year of monitoring and the technical memorandum to be prepared by the City's monitoring contractor, this retention performance may be extrapolated to the City as a whole. The MS4 Permit provides deemed compliance with TMDLs if a Permittee retains all non-stormwater and all stormwater up to and including the volume equivalent to the 85<sup>th</sup> percentile, 24-hour event for the drainage area tributary to the applicable receiving water provided a Permittee is implementing all actions and schedules in an approved EWMP. In order to avail itself of this deemed compliance approach the City would need to join the Peninsula EWMP, and to do so the Peninsula EWMP would need to be revised to include the City. This revision would not require an update to the Reasonable Assurance Analysis (RAA) since 85<sup>th</sup> %, 24-hr storm runoff volume capture areas are excluded from the RAA modeling requirement.

If directed by City staff, i.e., at the City's option, this subtask allocates effort for McGowan Consulting to revise relevant sections of the Peninsula EWMP document to include the City as an 85<sup>th</sup> %, 24-hour stormwater capture area within the Peninsula EWMP area. This will require revision of multiple sections, tables and figures throughout this lengthy document. The technical memorandum prepared by the City's Sepulveda Canyon monitoring contractor will be added as an appendix to the Peninsula EWMP for documentation of the City's 85%, 24-hr runoff retention. It is assumed that the Peninsula WMG will provide McGowan Consulting the Microsoft Word® version of the Peninsula EWMP for our use in performing this subtask. A draft version of the Peninsula EWMP revised to incorporate the City will be provided in Microsoft Word® with changes tracked for City staff and Peninsula WMG members' review. One round of revisions to incorporate combined comments from City staff and Peninsula WMG members is assumed.

*Subtask 7.3 Deliverables:*

- Draft revision of Peninsula EWMP with changes tracked
- Final revision of Peninsula EWMP and with changes tracked

## Cost Estimate

McGowan Consulting will conduct the work effort described in the foregoing Scope of Services for an amount not to exceed **\$75,545 for all tasks exclusive of Subtask 7.3**, and for an additional cost not to exceed **\$23,550 for optional Subtask 7.3** as detailed in the attached Budget Table and Rate Schedule. In order to provide a measure of flexibility to best meet the needs of the City and given the nature of regulatory uncertainty at this time, it is understood that reallocation of level of effort between tasks and subtasks may occur so long as the total contract amount is not exceeded. When possible, consulting time for attending meetings and performing tasks in common for clients will be distributed between two or more clients, thereby reducing individual costs to each client. Tasks and subtasks where labor effort has been reduced due to an assumption of work performed in common for more than one client are identified with an asterisk (\*) in the budget table. Invoices will be submitted based on actual effort expended in accordance with the Rate Schedule for FY2021-22. Labor rates shown in the Rate Schedule include automobile mileage, parking fees, and routine printing and copying. Other direct costs chargeable to the project may include: subcontracted webpage hosting, graphic design, illustration and translation services; report reproduction and binding; courier services; and other direct project costs not specifically included in labor rates.

McGowan Consulting will inform City staff of changing requirements and emerging issues as part of regular communication. It is the nature of regulatory-driven programs to be subject to uncertainty and unpredictable events such as changes in regulatory requirements with the issuance of the Regional MS4 Permit, new/emerging regulatory issues, enforcement action, or significant additional support needed by City staff that was unanticipated. If such unpredictable event(s) or needs arise, we are prepared to assist the City and, if necessary and at City staff's direction, we will submit a request for an authorization for scope change to provide the City with additional consulting services to meet the need.

<b>Budget Table</b> <b>MS4 Permit Consulting Services FY2021-22</b>			
<b>Task</b>	<b>Description</b>	<b>Labor Hours</b>	<b>Estimated Cost</b>
1.1	Coordination, Communication and Project Management	52	\$ 8,320
1.2	MS4 Permit Individual Annual Report	50	\$ 8,000
1.3	Permit-wide Planning and Coordination *	35	\$ 5,495
2.1	Public Information & Participation Program Implementation	30	\$ 4,530
2.2	Safe Clean Water Municipal Program * +	50	\$ 7,950
2.3	Develop and Update Joint Outreach Content *	20	\$ 3,020
4.1	Planning & Land Development and Construction Support	54	\$ 8,640
4.2	Hydromodification Control Provisions +	30	\$ 4,800
5	Public Agency Activities Program	36	\$ 5,544
6	Support for Illicit Discharge Elimination	8	\$ 1,232
7.1	Watershed Group Planning *	45	\$ 7,065
7.2	Alternative Compliance Approach for TMDLs	57	\$ 8,949
Other Direct Costs - Includes subcontracted website hosting by SBCCOG and graphic design and layout for outreach materials *			\$ 2,000
<b>Total Estimated Costs (excluding optional subtask 7.3)</b>			<b>\$ 75,545</b>
7.3	(Optional) Revise Peninsula EWMP to Include City +	150	\$ 23,550
* estimate assumes cost savings due to work performed in common for more than one client + indicates costs to be covered by the SCW Municipal Program Funds			

## McGowan Consulting, LLC

### Labor Rates

Contract Year 2021-22<sup>2</sup>

#### Professional/Staff Rates

<b>Principal</b>	<b>\$168 per hour</b>
<b>Sr. Scientist</b>	<b>\$139 per hour</b>
<b>Staff Scientist</b>	<b>\$60 per hour</b>

#### Expenses

**Labor rates include:** automobile mileage within greater Los Angeles and Orange County area, parking, routine printing and copying

**Other direct costs chargeable to the project include:** graphic layout and illustration, webpage design and hosting, translation services, report reproduction and binding, courier services, blueprint services, graphics services, project-specific publications, and any other direct project costs not included in the labor rates.

---

<sup>2</sup> Labor rates to be adjusted annually based on increases in the Consumer Price Index for the Los Angeles area as calculated by the U.S. Department of Labor Bureau of Labor Statistics



## *City of Rolling Hills*

INCORPORATED JANUARY 24, 1957

**Agenda Item No.: 5.G**  
**Mtg. Date: 06/28/2021**

**TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL**

**FROM: JANELY SANDOVAL, CITY CLERK**

**THRU: ELAINE JENG P.E., CITY MANAGER**

**SUBJECT: DESIGNATE VOTING DELEGATE AND ALTERNATE VOTING DELEGATE TO THE LEAGUE OF CALIFORNIA CITIES ANNUAL CONFERENCE SEPTEMBER 22-24 TO BE HELD IN SACRAMENTO, CA.**

**DATE: June 28, 2021**

---

### **BACKGROUND:**

On June 19, 2021, staff received a letter from the California League of Cities requesting the designation of voting delegates and alternates to participate in the League's 2021 Annual Conference scheduled for September 22-24 in Sacramento, California. The Annual Business Meeting is scheduled for Friday, September 24. At this meeting, the League membership considers and takes action on resolutions that establish League policy. In order to vote at the Annual Business Meeting, the City Council must designate a voting delegate. Each city may appoint up to two alternate voting delegates, one of whom may vote in the event that the designated voting delegate is unable to serve in that capacity.

For the virtual annual conference held in October 2020, the City Council designated Mayor Bea Dieringer as the voting delegate and Councilmember Pat Wilson as the alternate. For the annual conference held in October 2019, the same members were designated as the voting delegate and alternate voting delegate.

### **DISCUSSION:**

Mayor Dieringer is currently serving as the City Council liaison to the California League of Cities. It is recommended that the City Council re-appoint Mayor Dieringer as the designated voting delegate and Councilmember Patrick Wilson as the alternate voting delegate.

### **FISCAL IMPACT:**

There is no fiscal impact to designate voting delegates. There will be a cost associated with attending the League's Annual Conference. The proposed budget for Fiscal Year 2021-2022 includes funds for Councilmembers to attend conferences.

### **RECOMMENDATION:**

Staff recommends that the City Council approve the same voting delegate and alternate voting delegate as the year prior.

**ATTACHMENTS:**

[Voting\\_Delegate\\_Packet.pdf](#)

**Council Action Advised by August 31, 2021**

June 16, 2021

**TO: City Managers and City Clerks**

**RE: DESIGNATION OF VOTING DELEGATES AND ALTERNATES  
League of California Cities Annual Conference & Expo – September 22-24, 2021**

Cal Cities 2021 Annual Conference & Expo is scheduled for September 22-24, 2021 in Sacramento. An important part of the Annual Conference is the Annual Business Meeting (during General Assembly) on Friday, September 24. At this meeting, Cal Cities membership considers and acts on resolutions that establish Cal Cities policy.

In order to vote at the Annual Business Meeting, your city council must designate a voting delegate. Your city may also appoint up to two alternate voting delegates, one of whom may vote if the designated voting delegate is unable to serve in that capacity.

**Please complete the attached Voting Delegate form and return it to Cal Cities office no later than Wednesday, September 15. This will allow us time to establish voting delegate/alternate records prior to the conference.**

**Please note:** Our number one priority will continue to be the health and safety of participants. We are working closely with the Sacramento Convention Center to ensure that important protocols and cleaning procedures continue, and if necessary, are strengthened. Attendees can anticipate updates as the conference approaches.

- **Action by Council Required.** Consistent with Cal Cities bylaws, a city's voting delegate and up to two alternates must be designated by the city council. When completing the attached Voting Delegate form, please attach either a copy of the council resolution that reflects the council action taken, or have your city clerk or mayor sign the form affirming that the names provided are those selected by the city council. Please note that designating the voting delegate and alternates **must** be done by city council action and cannot be accomplished by individual action of the mayor or city manager alone.
- **Conference Registration Required.** The voting delegate and alternates must be registered to attend the conference. They need not register for the entire conference; they may register for Friday only. Conference registration will open mid-June at [www.cacities.org](http://www.cacities.org). In order to cast a vote, at least one voter must be present at the Business Meeting and in possession of the voting delegate card. Voting delegates and alternates need to pick up their conference badges before signing in and picking up the voting delegate card at the Voting Delegate Desk. This will enable them to receive the special sticker on their name badges that will admit them into the voting area during the Business Meeting.
- **Transferring Voting Card to Non-Designated Individuals Not Allowed.** The voting delegate card may be transferred freely between the voting delegate and alternates, but

*only* between the voting delegate and alternates. If the voting delegate and alternates find themselves unable to attend the Business Meeting, they may *not* transfer the voting card to another city official.

- **Seating Protocol during General Assembly.** At the Business Meeting, individuals with the voting card will sit in a separate area. Admission to this area will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate. If the voting delegate and alternates wish to sit together, they must sign in at the Voting Delegate Desk and obtain the special sticker on their badges.

The Voting Delegate Desk, located in the conference registration area of the Sacramento Convention Center, will be open at the following times: Wednesday, September 22, 8:00 a.m. – 6:00 p.m.; Thursday, September 23, 7:00 a.m. – 4:00 p.m.; and Friday, September 24, 7:30 a.m.– 11:30 a.m. The Voting Delegate Desk will also be open at the Business Meeting on Friday, but will be closed during roll calls and voting.

The voting procedures that will be used at the conference are attached to this memo. Please share these procedures and this memo with your council and especially with the individuals that your council designates as your city's voting delegate and alternates.

Once again, thank you for completing the voting delegate and alternate form and returning it to the League's office by Wednesday, September 15. If you have questions, please call Darla Yacub at (916) 658-8254.

Attachments:

- Annual Conference Voting Procedures
- Voting Delegate/Alternate Form



**2021 ANNUAL CONFERENCE  
VOTING DELEGATE/ALTERNATE FORM**

**Please complete this form and return it to Cal Cities office by Wednesday, September 15, 2021. Forms not sent by this deadline may be submitted to the Voting Delegate Desk located in the Annual Conference Registration Area. Your city council may designate one voting delegate and up to two alternates.**

To vote at the Annual Business Meeting (General Assembly), voting delegates and alternates must be designated by your city council. Please attach the council resolution as proof of designation. As an alternative, the Mayor or City Clerk may sign this form, affirming that the designation reflects the action taken by the council.

**Please note:** Voting delegates and alternates will be seated in a separate area at the Annual Business Meeting. Admission to this designated area will be limited to individuals (voting delegates and alternates) who are identified with a special sticker on their conference badge. This sticker can be obtained only at the Voting Delegate Desk.

**1. VOTING DELEGATE**Name: Bea DieringerTitle: Mayor**2. VOTING DELEGATE - ALTERNATE**Name: Patrick WilsonTitle: Councilmember**3. VOTING DELEGATE - ALTERNATE**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**PLEASE ATTACH COUNCIL RESOLUTION DESIGNATING VOTING DELEGATE AND ALTERNATES OR****ATTEST: I affirm that the information provided reflects action by the city council to designate the voting delegate and alternate(s).**Name: Janelly Sandoval Email jsandoval@cityofrh.netMayor or City Clerk \_\_\_\_\_ Date \_\_\_\_\_ Phone \_\_\_\_\_  
(circle one) (signature)**Please complete and return by Wednesday, September 15, 2021 to:**

Darla Yacub, Assistant to the Administrative Services Director

E-mail: [dyacub@cacities.org](mailto:dyacub@cacities.org)

Phone: (916) 658-8254

## Annual Conference Voting Procedures

1. **One City One Vote.** Each member city has a right to cast one vote on matters pertaining to Cal Cities policy.
2. **Designating a City Voting Representative.** Prior to the Annual Conference, each city council may designate a voting delegate and up to two alternates; these individuals are identified on the Voting Delegate Form provided to the Cal Cities Credentials Committee.
3. **Registering with the Credentials Committee.** The voting delegate, or alternates, may pick up the city's voting card at the Voting Delegate Desk in the conference registration area. Voting delegates and alternates must sign in at the Voting Delegate Desk. Here they will receive a special sticker on their name badge and thus be admitted to the voting area at the Business Meeting.
4. **Signing Initiated Resolution Petitions.** Only those individuals who are voting delegates (or alternates), and who have picked up their city's voting card by providing a signature to the Credentials Committee at the Voting Delegate Desk, may sign petitions to initiate a resolution.
5. **Voting.** To cast the city's vote, a city official must have in their possession the city's voting card and be registered with the Credentials Committee. The voting card may be transferred freely between the voting delegate and alternates, but may not be transferred to another city official who is neither a voting delegate or alternate.
6. **Voting Area at Business Meeting.** At the Business Meeting, individuals with a voting card will sit in a designated area. Admission will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate.
7. **Resolving Disputes.** In case of dispute, the Credentials Committee will determine the validity of signatures on petitioned resolutions and the right of a city official to vote at the Business Meeting.



## *City of Rolling Hills*

INCORPORATED JANUARY 24, 1957

**Agenda Item No.: 5.H**

**Mtg. Date: 06/28/2021**

**TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL**

**FROM: JANELY SANDOVAL, CITY CLERK**

**THRU: ELAINE JENG P.E., CITY MANAGER**

**SUBJECT: PROPOSAL FOR THE BLOCK CAPTAIN APPRECIATION EVENT.**

**DATE: June 28, 2021**

---

### **BACKGROUND:**

Since January 2019, the Block Captains have been meeting six to seven times per year in which the Block Captains review information pertaining to emergency preparedness followed by at least one zone meeting with the residents within their zones. In 2019, the Block Captains had a goal of building adequate relationships with their neighbors to encourage them to provide feedback on the City's Community Wildfire Protection Plan (CWPP) and encourage them to reduce fire fuel on private properties. In 2020, the Block Captains transitioned their focus from wildfire mitigation work to focus on the special needs and the homebound population within their zone to ensure that this population can get the necessities during the lock downs. They also became a helpful resource for the community on the intent and purpose of the year and round inspections for the round brush clearance on the roadside easements that the Fire Department commenced in late 2020. The Block Captains have also served as advocates for safety measures in the community (i.e., automating Crest Road East gate and fuel reduction in the canyons). Lastly, throughout the year, the Block Captains distribute educational information to those residents within their zone to assist with their goals of reducing fire fuel areas, and have become an integral part of the community and an important resources to community on emergency preparedness.

### **DISCUSSION:**

Lead Captains suggested hosting an appreciation event to recognize the efforts, dedication and volunteers hours provided by Block Captains. The event will be open to all volunteers, their family members and first responders. If approved, the event is scheduled to be held on Saturday, July 24, 2021 at the City Hall campus parking lot from 12 noon to dusk. Sandwiches, fries, and non-alcoholic drinks from Philly Jay's Steaks (food truck) will be served. Additionally, tables and chairs will be available. The City received a quote for approximately \$2200 for 105 people. Republic Services has agreed to provide cardboard trash bins to assist with clean-up and trash collection.

### **FISCAL IMPACT:**

The estimated cost of the event is \$2,500 with miscellaneous expenses, which is covered under Fiscal Year 2020-2021 Block Captain's budget.

**RECOMMENDATION:**

Staff recommends that the City Council consider and approve the Block Captain Appreciation event.

**ATTACHMENTS:**

[Proposal from Philly Jayâ€™s Steaks.pdf](#)



**City of Rolling Hills  
7/24/2021 or 7/31/2021**

**Don't Be Silly, Try A Real Philly**

**Classic Philly Cheesesteak**

White American, Provolone Cheese, & Grilled Onions

**Pepper Cheesesteak** Sweet Peppers, Grilled Onions, White American, Provolone Cheese, Peppercinies & Fresh Basil

**Mushroom Cheesteak Hoagie Grilled** Onions, White American, Provolone Cheese, Lettuce, Tomato, Radish & Ranch

**All orders include French Fries & JJ Sauce**

**We can make Vegan, Vegetarian upon request**



# INVOICE

**"Don't be Silly try a Real Philly "**

Date: 7/24/2021 or 7/31/2021  
INVOICE # 102

To Elaine Jeng, P.E.  
City Manager  
City of Rolling Hills  
ejeng@cityofrh.net  
310 377-1521

Qty	Description	Unit Price	Line Total
105	City of Rolling Hills Catering Event	\$18.00	\$1,890.00
	Main with Side & Dessert Choice of Ice Cream Sandwiches		
	Service Fee		\$150.00
		Gratuuity 20 %	Waived
		Sales Tax Without Gratuuity	\$180.00
		Total	\$2,220.00

We accept Credit Cards, Pay Pal, Zelle, Venmo or make Check payable to RealphillyLLC 300 west Arlight, Monterey Park, Ca 91754 ,213-509-8268 chefjasonm@gmail.com

***Thank you for your business!***



## *City of Rolling Hills*

INCORPORATED JANUARY 24, 1957

**Agenda Item No.: 6.A**

**Mtg. Date: 06/28/2021**

**TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL**

**FROM: MEREDITH ELGUIRA, PLANNING DIRECTOR**

**THRU: ELAINE JENG P.E., CITY MANAGER**

**SUBJECT: ZONING CASE NO. 21-04: REQUEST FOR: 1) CONDITIONAL USE PERMITS FOR A PROPOSED SPORTS COURT AND MIXED USE STRUCTURE; AND 2) REQUEST FOR VARIANCES FOR: ENCROACHMENT INTO THE REQUIRED SETBACKS FOR THE SPORTS COURT AND MIXED USE STRUCTURE AND PAD COVERAGE EXCEEDANCE.**

**DATE: June 28, 2021**

---

### **BACKGROUND:**

#### **LOCATION AND LOT DESCRIPTION**

##### **Zoning and Land Size**

The property is zoned RAS-2 and has a net lot area of 191,262 square feet. The lot was developed with residential, garage, recreation room, observatory, and stable structures, which total 7,575 square feet. There are three existing building pads on site. The existing residence and garage are located on the primary building pad (Pad #1), which is 31,905 square feet. The secondary building pad (Pad #2) is 8,145 square feet and is located on a lower elevation behind the existing residence. The third building pad (Pad #3) is on the lowest existing building pad and is 15,168 square feet. The existing stable, which is proposed for mixed use conversion and 741 SF addition, and the proposed sports court are both located on Pad #3.

### **REQUEST AND PLANNING COMMISSION ACTION**

#### **Applicants' Project Scope**

Applicants are proposing to add 741 SF to an existing 1,069 square-foot stable and convert it into 785 square-foot office with restroom and 794 square-foot recreation room. The proposed 741 square-foot addition will be built within the boundaries of the existing roof structure. Additionally, applicants are proposing a 6,384 sports court that will replace the existing corral. The proposed uses will require Conditional Use Permit. The proposed addition and sports court also require Variances for encroachment into the required side yard setback and for exceeding the maximum building pad coverage.

#### **Applicants' Requests**

##### **Variances**

Applicants are requesting Variances for: encroachment into the side yard setback and exceedance of the 30% maximum building pad coverage.

### **Conditional Use Permit**

Applicants are requesting Conditional Use Permit (CUP) for the proposed sports court and mixed use.

## **DISCUSSION:**

### **LOCATION AND LOT DESCRIPTION**

#### **Zoning and Land Size**

The property is zoned RAS-2 and has a net lot area of 191,262 square feet. The lot was developed with residential, garage, recreation room, observatory, and stable structures, which total 7,575 square feet. There are three existing building pads on site. The existing residence and garage are located on the primary building pad (Pad #1), which is 31,905 square feet. The secondary building pad (Pad #2) is 8,145 square feet and is located on a lower elevation behind the existing residence. The third building pad (Pad #3) is on the lowest existing building pad and is 15,168 square feet. The existing stable, which is proposed for mixed use conversion and 741 SF addition, and the proposed sports court are both located on Pad #3.

### **REQUEST AND PLANNING COMMISSION ACTION**

#### **Applicants' Project Scope**

Applicants are proposing to add 741 SF to an existing 1,069 square-foot stable and convert it into 785 square-foot office with restroom and 794 square-foot recreation room. The proposed 741 square-foot addition will be built within the boundaries of the existing roof structure. Additionally, applicants are proposing a 6,384 sports court that will replace the existing corral. The proposed uses will require Conditional Use Permit. The proposed addition and sports court also require Variances for encroachment into the required side yard setback and for exceeding the maximum building pad coverage.

#### **Applicants' Requests**

##### **Variances**

Applicants are requesting Variances for: encroachment into the side yard setback and exceedance of the 30% maximum building pad coverage.

##### **Conditional Use Permit**

Applicants are requesting Conditional Use Permit (CUP) for the proposed sports court and mixed use.

### **Planning Commission Review**

The Planning Commission visited the subject property on April 20, 2021 and continued the hearing to the May 18, 2021 evening meeting, which gave the applicant additional time to work with staff to revise the project. On May 18, 2021, the Planning Commission approved Resolution 2021-05.

The applicant revised the previous proposal and relocated the proposed equestrian on the lowest pad (4<sup>th</sup> pad) on site, moved the sports court back 10 feet south of the original location, which allowed additional landscape screening of the sports court fence and the existing three rail fence. The project was approved with a unanimous vote.

## **FISCAL IMPACT:**



None.

**RECOMMENDATION:**

Receive and file as presented.

**ATTACHMENTS:**

[2021-05.PC RESOLUTION 15 Upper Blackwater Canyon Signed.pdf](#)  
[Development\\_Proposal\\_Table.15\\_Upper\\_Blackwater\\_Canyon.pdf](#)  
[2021-0625 15 UBWC City Council Submittal \(reduced\).pdf](#)

## **RESOLUTION NO. 2021-05**

**A RESOLUTION APPROVING VARIANCE REQUEST FOR 1) ENCROACHMENT INTO THE SIDE YARD SETBACK FOR THE PROPOSED SPORTS COURT AND MIXED USE WITH 741 SQUARE-FOOT ADDITION AND 2) EXCEEDANCE OF THE BUILDING PAD COVERAGE ON PAD NO. 3 BY THE 6,384 SPORTS COURT; AND CONDITIONAL USE PERMIT FOR THE MIXED USE AND SPORTS COURT LOCATED AT 15 UPPER BLACKWATER CANYON ROAD, ROLLING HILLS, CA (SERMON).**

THE PLANNING COMMISSION OF THE CITY OF ROLLING HILLS DOES HEREBY FIND, RESOLVE AND ORDER AS FOLLOWS:

Section 1. An application was duly filed by Mr. and Mrs. Sermon requesting Variances for 1) encroachment into the side yard setback for the proposed sports court and mixed use (office and recreation room) and 2) exceedance of the building pad coverage on Pad No. 3, location of the proposed development; and Conditional Use Permit for the proposed sports court and mixed use located at 15 Upper Blackwater Canyon Road.

Section 2. The Planning Commission conducted duly noticed public hearings to consider the application on May 18, 2021 including a morning field trip and an evening meeting. The applicants were notified of the public hearings in writing by first class mail. Evidence was heard and presented from all persons interested in affecting said proposal and from members of the City staff and the Planning Commission having reviewed, analyzed and studied said proposal.

Section 3. The property is zoned RAS-2 and has a net lot area of 191,262 square feet. The lot is currently developed with a single family residence with attached garage, recreation room, observatory, pool, stable and corral. There are three existing building pads on site on different elevations. The existing residence, garage and pool are located on Pad No. 1. The secondary building pad, Pad No. 2, is on a lower elevation where the observatory and recreation room are located. The lowest pad, Pad No. 3, is where the stable and corral are located and where the proposed use conversion and 741 square-foot addition will occur.

Section 4. This project is also categorically exempt from CEQA pursuant to Section 15301 (Existing Facilities) because it involves minor alteration of or addition to an existing private structure. The project consists of partial a 741 square-foot addition to an existing stable, new 6,384 square-foot sports court and conversion of the existing stable to office with a restroom, and recreation room.

Section 5. Sections 17.38.010 through 17.38.050 of the Rolling Hills Municipal Code permit approval of a Variance granting relief from the standards and requirements of the Zoning Ordinance when exceptional or extraordinary circumstances applicable to the property prevent the owner from making use of a parcel of property to the same extent enjoyed by similar properties in the same vicinity or zone. In proposing to encroach into the side yard setback for the proposed 741 square-foot addition and new 6,384 square-foot sports court and exceeding the building pad coverage, Variances are required to grant relief

from Section 17.16.110, 17.16.120, and 17.16.097 of the Zoning Ordinance.

With respect to the aforementioned request for a Variance from Zoning Ordinance, the Planning Commission finds as follows:

A. That there are exceptional or extraordinary circumstances or conditions applicable to the property that do not apply generally to other properties in the same vicinity and zone in that the property is already developed with structures that encroach into the required setback and that the proposed development will not further exceed the leading edge of the existing structures; and the proposed development within the existing footprint of existing structures will cause the least development impact onsite and to surrounding properties;

B. That such variance is necessary for the preservation and enjoyment of substantial property rights possessed by other properties in the same vicinity and zone but which is denied the property in question due to the existing topography that make it difficult to comply with the City of Rolling Hills Municipal Code's development standards;

C. That the granting of such variance will not be materially detrimental to the public welfare or injurious to properties or improvements in the vicinity in that the proposed development will comply with the required building code, will not have adverse visual impact to adjacent properties and is in keeping with the character and scale of the community;

D. That in granting the variance, the spirit and intent of this title will be observed in that the proposed development does not prevent anyone from enjoying their property rights, the improvements are visually harmonious with adjacent properties and in scale with adjacent residential development;

E. That the variance does not grant special privilege to the applicant in that the proposed addition is in character and similar in scale with existing residential development and the applicant will have the opportunity to enjoy the same amenities enjoyed by other residents in the community;

F. That the variance is consistent with the portions of the County of Los Angeles Hazardous Waste Management Plan relating to siting and siting criteria for hazardous waste facilities. The proposed location of the project will not be sited near hazardous waste facilities and is surrounded by residential land use; and

G. That the variance request is consistent with the general plan of the City of Rolling Hills in that the applicant will enjoy the same rights that residents in the community enjoy, the proposed improvements are in character and scale as the existing neighborhood, it preserves the rural character of the City.

Section 6. The Rolling Hills Municipal Code require a Conditional Use Permit for a project a mixed use structure pursuant to RHMC Section 17.16.040(A)(3) subject to certain conditions pursuant to RHMC Section 17.16.210(A)(6). The project proposes to convert an existing stable to mixed use structure consisting of a 785 square foot office with restroom and 794 square foot recreation room. The Planning Commission makes the following findings:

A. That the proposed conditional use (a mixed use structure) is consistent with the General Plan. The mixed use structure consisting of 785 square-foot office with restroom and 794 square-foot recreation room and sports court are consistent with similar uses in the community and is a permitted use with a CUP. Although the mixed use structure requires a variance to allow it in the side yard setback, the positioning of the mixed use is already within the stable's existing footprint. Therefore, it will not exceed the existing outermost configuration of the structures on the lot and will minimize the amount of disturbance on the lot. Further, adequate area remains on the property to construct a stable and corral in the future. Lastly, the proposed sports court will be surrounded by additional landscaping, which will minimize visual impact from public view.

B. That the nature, condition and development of adjacent uses, buildings and structures have been considered, and that the use will not adversely affect or be materially detrimental to these adjacent uses, building or structures. The mixed use structures will be on a lower pad than the residence but is higher than the adjacent road elevation and is almost 200 feet from nearest residence. Due to the existing development, location, and configuration of the residence, the Applicants are limited in where a sports court could be constructed. In addition, the mixed use structure blend already exists and is in the scale of the existing development in the neighborhood.

C. That the site for the proposed conditional use is of adequate size and shape to accommodate the uses proposed. The mixed use structure will be housed an existing stable that will be converted. The additional 741 square-foot addition will not exceed the existing outermost walls of the stable. Pad No. 3 will not need to be expanded to accommodate the required uses, it is the only area that will cause the least disturbance to the natural terrain of the site. There is no other location to place the proposed sports court onsite without causing significant change to the current terrain.

D. That the proposed conditional use complies with all applicable development standards of the zone district. The mixed use structure complies with all applicable development standards of the zone district as approved by this Resolution. Although the mixed use structure requires a variance to allow it in the side yard, the positioning of a majority of the mixed use structure will be located within the existing stable. Therefore, it will not change the existing configuration significantly and will minimize the amount of disturbance on the lot. The proposed location of the sports court is within the boundaries of an existing corral. Thus, the project causes minimal impact to the previously disturbed site.

E. That the proposed use is consistent with the portions of the Los Angeles County Hazardous Waste Management Plan relating to siting and siting criteria for hazardous waste facilities because the project site is not listed on the current State of California Hazardous Waste and Substances Sites List.

F. That the proposed conditional use observes the spirit and intent of this title. The construction of the sports court, and conversion and addition to the stable allows the Applicants the ability to enjoy rights enjoyed by other residents in the City. Construction of the sports court in the side yard setback, allows the Applicants to minimize the amount of grading on the lot.

Section 7. Based upon the foregoing findings, the Planning Commission hereby approves the Variance and Conditional Use Permit request in Zoning Case No. 21- 04 for 1) encroachment into the side yard setback for the proposed 741 square-foot addition to the existing stable and 6,384 square-foot sports court and 2) exceeding total building pad coverage; and Conditional Use Permit for the mixed use office and recreation room, and sports court, subject to the following conditions:

A. This approval shall expire within two years from the effective date of approval if construction pursuant to this approval has not commenced within that time period, as required by Sections 17.38.070 and 17.46.080 of the Rolling Hills Municipal Code, or the approval granted is otherwise extended pursuant to the requirements of this section.

B. If any condition of this resolution is violated, the entitlement granted by this resolution shall be suspended and the privileges granted hereunder shall lapse and upon receipt of written notice from the City, all construction work being performed on the subject property shall immediately cease, other than work determined by the City Manager or his/her designee required to cure the violation. The suspension and stop work order will be lifted once the Applicant cures the violation to the satisfaction of the City Manager or his/her designee. In the event that the Applicant disputes the City Manager or his/her designee's determination that a violation exists or disputes how the violation must be cured, the Applicant may request a hearing before the City Council. The hearing shall be scheduled at the next regular meeting of the City Council for which the agenda has not yet been posted, the Applicant shall be provided written notice of the hearing. The stop work order shall remain in effect during the pendency of the hearing. The City Council shall make a determination as to whether a violation of this Resolution has occurred. If the Council determines that a violation has not occurred or has been cured by the time of the hearing, the Council will lift the suspension and the stop work order. If the Council determines that a violation has occurred and has not yet been cured, the Council shall provide the Applicant with a deadline to cure the violation; no construction work shall be performed on the property until and unless the violation is cured by the deadline, other than work designated by the Council to accomplish the cure. If the violation is not cured by the deadline, the Council may either extend the deadline at the Applicant's request or schedule a hearing for the revocation of the entitlements granted by this Resolution pursuant to Chapter 17.58 of the Rolling Hills Municipal Code (RHMC).

C. All requirements of the Building and Construction Ordinance, the Zoning Ordinance, LA County Building Code and of the zone in which the subject property is located must be complied with unless otherwise set forth in the Permit, or shown otherwise on an approved plan.

D. The lot shall be developed and maintained in substantial conformance with the site plan on file dated April 15, 2021 except as otherwise provided in these conditions, Attachment A.

E. Prior to submittal of final working drawings to the Building and Safety Department for issuance of building permits, the plans for the project shall be submitted to City staff for verification that the final plans are in compliance with the plans approved by the Planning Commission.

F. The working drawings submitted to the Department of Building and Safety for plan check review must conform to the development plan approved with this application. A copy of the conditions of this Resolution shall be printed on plans approved when a building permit is issued and a copy of such approved plans, including conditions of approval, shall be available on the building site at all times.

G. A licensed professional preparing construction plans for this project for Building Department review shall execute a Certificate affirming that the plans conform in all respects to this Resolution approving this project and including conformance with all of the conditions set forth therein and the City's Building Code and Zoning Ordinance.

Further, the person obtaining a building permit for this project shall execute a Certificate of Construction stating that the project will be constructed according to this Resolution and any plans approved therewith.

H. Structural lot coverage shall not exceed 19,714 square feet, or 11.2% (with allowable deductions). Total lot coverage shall not exceed 18% or 19,714 square feet.

I. The disturbed area of the lot shall not exceed 31.6% (of net lot area). No further disturbance is proposed.

J. A minimum of five-foot level path and/or walkway, which does not have to be paved, shall be provided around the proposed mixed use for fire access.

K. Notwithstanding Sections 17.46.020 and 17.46.070 of the Rolling Hills Municipal Code, any modification to this project or to the property, which would constitute additional structural development, grading, excavation of dirt and any modification including, but not be limited to retaining walls, drainage devices, pad elevation and any other deviation from the approved plan, shall require the filing of a new application for approval by the Planning Commission.

L. *During construction*, conformance with the air quality management district requirements, stormwater pollution prevention practices, county and local ordinances and engineering practices so that people or property are not exposed to undue vehicle trips, noise, dust, and objectionable odors shall be required.

M. *During and after construction*, all parking shall take place on the project site. During construction, to maximum extent feasible, employees of the contractor shall car- pool into the City.

N. *During construction*, the property owners shall be required to schedule and regulate construction and related traffic noise throughout the day between the hours of 7 AM and 6 PM, Monday through Saturday only, when construction and mechanical equipment noise is permitted, so as not to interfere with the quiet residential environment of the City of Rolling Hills.

O. The property owners shall be required to conform with the Regional Water Quality Control Board and County Public Works Department Best Management Practices (BMP's) requirements related to solid waste, drainage and storm water management.

P. During construction, all parking shall take place on the project site and, If necessary, any overflow parking shall take place within nearby unimproved roadway easement adjacent to subject site. There shall be no blocking of adjacent driveways or of the roadway easement for passage of pedestrians and equestrians. During construction a flagmen shall be present to direct traffic when it is anticipated that a lane may be impeded.

Q. A minimum of 65% of the construction material spoils shall be recycled and diverted. The hauler shall secure a "Construction and Demolition Permit" from the City of Rolling Hills, and provide the required documentation. The permit shall be pulled prior to issuance of the final Planning Approval.

R. The contractor shall not use tools that could produce a spark, including for clearing and grubbing, during red flag warning conditions. Weather conditions can be found at: [http://www.wrh.noaa.gov/lox/main.php?suite=safety&page=hazard\\_definitions#FIRE](http://www.wrh.noaa.gov/lox/main.php?suite=safety&page=hazard_definitions#FIRE). It is the sole responsibility of the property owner and/or his/her contractor to monitor the red flag warning conditions. Should a red flag warning be declared and if work is to be conducted on the property, the contractor shall have readily available fire extinguisher.

S. Prior to issuance of Final Planning Approval, shall submit approved landscape plans by the Fire Department and the City's Landscape Architect.

T. Applicant shall pull Planning permit for temporary construction prior to issuance of Final Planning Approval.

U. Prior to finaling of the project, "as constructed" plans, electronic copy and certifications shall be provided to the Planning Department and the Building Department to ascertain that the completed project is in compliance with the approved plans. In addition, any modifications made to the project during construction, shall be depicted "as built/as graded".

V. Until the applicants execute an Affidavit of Acceptance of all conditions of this approval, the approvals shall not be effective. Such affidavit shall be recorded together with the resolution.

PASSED, APPROVED AND ADOPTED THIS 18<sup>th</sup> DAY OF MAY, 2021.

  
BRAD CHELF, CHAIRMAN

ATTEST:

  
JANE LY SANDOVAL  
CITY CLERK

Any action challenging the final decision of the City made as a result of the public hearing on this application must be filed within the time limits set forth in section 17.54.070 of the Rolling Hills Municipal Code and Code of Civil Procedure Section 1094.6.

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

I certify that the foregoing Resolution No. 2021-05 entitled:

A RESOLUTION APPROVING VARIANCE REQUEST FOR 1) ENCROACHMENT INTO THE SIDE YARD SETBACK FOR THE PROPOSED SPORTS COURT AND MIXED USE WITH 741 SQUARE-FOOT ADDITION AND 2) EXCEEDANCE OF THE BUILDING PAD COVERAGE ON PAD NO. 3 BY THE 6,384 SPORTS COURT; AND CONDITIONAL USE PERMIT FOR THE MIXED USE AND SPORTS COURT LOCATED AT 15 UPPER BLACKWATER CANYON ROAD, ROLLING HILLS, CA (SERMON).

was approved and adopted at a regular meeting of the Planning Commission on May 18, 2021 by the following roll call vote:

AYES: COMMISSIONERS: Cardenas, Cooley, Douglass, Kirkpatrick, and Chair Chelf.  
NOES: None.  
ABSENT: None.  
ABSTAIN: None.

and in compliance with the laws of California was posted at the following: Administrative  
Offices. -

  
JANELY SANDOVAL  
CITY CLERK





Variance and Conditional Use Permit	EXISTING	PROPOSED	TOTAL
RA-S-2 Zone Setbacks Front: 50 ft. from front easement line Side: 35 ft. from side property line Rear: 50 ft. from rear easement line	SINGLE FAMILY RESIDENCE, GARAGE, REC ROOM, OBSERVATORY, STABLE, CORRAL	EX. STABLE CONVERSION TO MIXED USE (OFFICE/REC ROOM) AND SPORTS COURT	
Net Lot Area SF			191,262
Residence/Garage SF	6,555		6,555
Swimming Pool/Spa SF	1,430	0	1,430
Pool Equipment SF	298	0	298
Observatory SF	342	0	342
Recreation Facility SF	1,935	0	1,935
ADU SF	0	0	0
Cabana SF	0	0	0
Stable/Corral	1,069	741	1,810
Stable minimum: 450 SF (set aside) Corral minimum: 550 SF (set aside)		450	450
Recreation Court SF	0	6,384	6,384
Attached Covered Porches, Entryway, Porte Cochere, Breezeways SF	593	0	593
Attached Trellis SF	598	0	598
Detached Structures: Outdoor Kitchen SF	320 SF Patio Cover 76 SF Bath 76 SF Sauna	0	472
Water Features SF	0	0	0
Service Yard SF	0	0	0
Basement Area SF	322	0	322
<b>Grading CY</b> (balanced on site)	Unknown	0	0
Total Structure Area SF	13,977	7,575	21,552
% Structural Coverage	7.3%	3.7%	11%
Total Structures SF Excluding: up to 5 legal and up to 800 SF detached structures that are not higher than 12 ft (no more than 120 SF per structure per deduction, except for trellis)	12,139	7,575	19,714
<b>Structural Lot Coverage</b> (20% maximum)	<b>6.3%</b>	<b>3.9%</b>	<b>11.2%</b>
<b>Total Structural and Flatwork Lot Coverage</b> (35% maximum)	<b>14.1%</b>	<b>3.9%</b>	<b>18%</b>
<b>Building Pad #1 Coverage</b> (30% maximum) <b>31,905 SF</b>	<b>25.9%</b>	<b>0</b>	<b>25.9%</b>
<b>Building Pad #2 Coverage</b> (30% maximum) <b>8,145 SF</b>	<b>27.9%</b>	<b>0</b>	<b>27.9%</b>
<b>Building Pad #3 Coverage</b> (30% maximum) <b>15,168 SF</b>	<b>10.4%</b>	<b>43.2%</b>	<b><u>54.2%</u></b>
<b>Total Disturbed Area SF</b>	60,453	0	60,453
<b>Total Disturbed Area</b> (40% maximum)	<b>31.6%</b>	<b>0</b>	<b>31.6%</b>
Roadway Access	Existing driveway	No change	No change



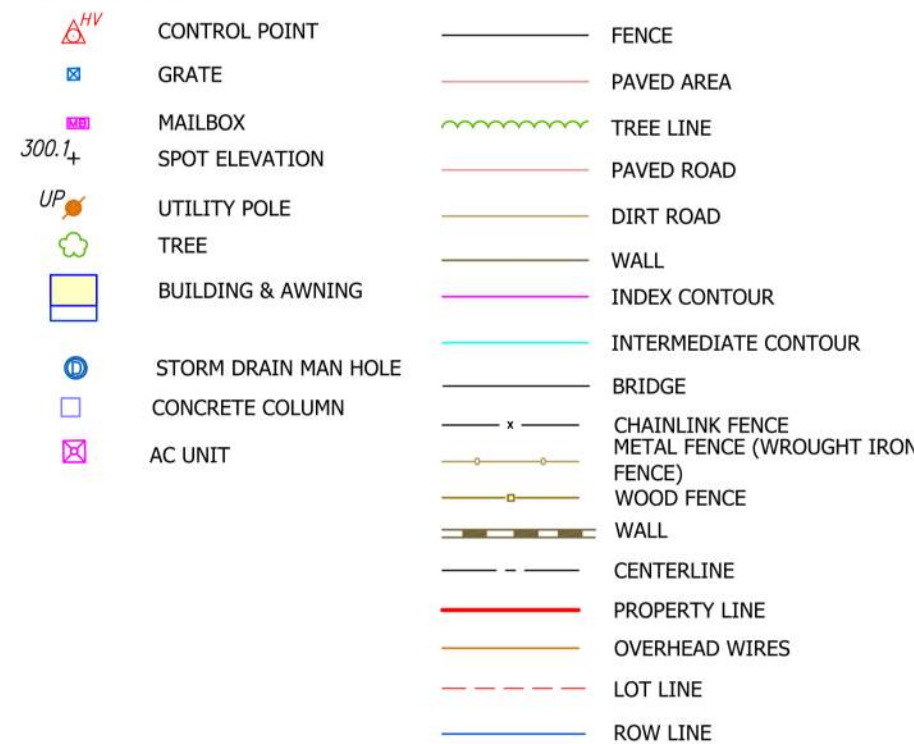
SYMBOLS		PROJECT INFORMATION		PROJECT TEAM		CODES & REGULATIONS		SHEET INDEX			
<div><div><b>BUILDING GRID LINES</b></div><div></div><div><b>WINDOW SYMBOL</b></div><div></div><div><b>DOOR SYMBOL</b></div><div></div><div><b>DETAIL</b></div><div></div><div><b>EXTERIOR ELEVATION</b></div><div></div><div><b>CEILING HEIGHT</b></div><div></div><div><b>WORK POINT OR CONTROL POINT</b></div><div></div><div><b>MISC. SYMBOLS</b></div><div><p>(D) INDICATES ITEM TO BE DEMOLISHED</p><p>(R) INDICATES ITEM TO BE REMOVED AND RELOCATED</p><p>(E) INDICATES ITEM EXISTING TO REMAIN</p><p>(N) INDICATES NEW ITEM</p></div></div>		<div><div><b>REVISION CLOUD</b></div><div></div><div><b>MATCH LINE</b></div><div></div><div><b>ROOM LABEL</b></div><div></div><div><b>SECTION</b></div><div></div><div><b>INTERIOR ELEVATION</b></div><div></div><div><b>DIMENSION STRING</b></div><div></div><div><b>NORTH ARROW</b></div><div></div></div>		<div><div><b>A. PROJECT DESCRIPTION</b></div><div><b>SCOPE OF WORK</b></div><div>REPURPOSE OF (E) BARN: 1,810 SF SPORTS COURT: 6,384 SF BARN/STABLE SET ASIDE AREA: 1,000 SF  TOTAL AREA OF WORK: 8,194 SF</div><div><b>B. LEGAL DESCRIPTION</b></div><div>15 UPPER BLACK WATER CANYON ROAD APN: 7569-011-006  ROLLING HILLS LOT COM AT MOST E COR OF LOT 100 TH N 49°54'50" W 171.12 FT TH NW ON A CURVE CONCAVE TO NE RADIUS EQUALS 300 FT 315.26 FT TH N 10°17'50" E 197.59 ... SEE MAPBOOK FOR MISSING PORTION ...LOT 100</div><div><b>C. PLANNING AND ZONING</b></div><div>LAND USE: SINGLE FAMILY RESIDENCE  ZONE: RA-S-2  RESIDENTIAL AGRICULTURE - SUBURBAN; MINIMUM LOT SIZE TWO ACRES  OVERLAY ZONE: N/A  ARCHITECTURAL REVIEW: YES: ROLLING HILLS COMMUNITY ASSOCIATION  SPECIFIC PLAN: N/A  METHANE ZONE: N/A  SOIL TESTING: N/A  CLIMATE ZONE: N/A  FIRE DISTRICT: LOS ANGELES COUNTY  ALLEY: N/A</div><div><b>D. LAND USE INFORMATION (BY RIGHT)</b></div><div>LOT AREA: 264,820 SF (6.08 AC)  NET LOT AREA: 191,262 SF (4.0 AC)  BUILDING PADS (1+2+3): 55,218 SF (1.26 AC)  TOTAL STRUCTURES: 21,102 SF (11 %)  TOTAL FLATWORK 14,841 SF (7.7 %)  TOTAL LOT COVERAGE: 35,943 SF (18.7 %)  LOT DISTURBANCE: 60,453 SF (31.6 %)  HIGHWAY DEDICATIONS: NO  STREET WIDENING: NO  HEIGHT LIMIT: N/A  MAX. BUILDING STORIES: 1-STORY  SETBACKS (RA-S-2) FRONT: 50' SIDE: 35' REAR: 50'</div></div>		<div><div><b>ARCHITECT</b></div><div>MICHAEL MACIOCIA, AIA <b>MULLER MACIOCIA</b> 101 N PACIFIC COAST HWY SUITE 301 EL SEGUNDO, CA 90245  TEL 310 363 1032 EMAIL michael@mul-mac.com</div><div><b>OWNERS</b></div><div>ALEXANDRA &amp; DANIEL SERMON 15 UPPER BLACKWATER CANYON ROAD ROLLING HILLS, CA 90274  TEL 818 991 1040 EMAIL Chris@e-surveyors.com</div><div><b>STRUCTURAL ENGINEER</b></div><div>ANDREW CHAN <b>NG, CHAN &amp; CO.</b> 1805 W COMMONWEALTH AVE #13 ALHAMBRA, CA 91803  TEL 626 215 7509 EMAIL achanla@aol.com</div><div><b>CIVIL ENGINEER / LAND SURVEYOR</b></div><div>CHRIS NELSON <b>NELSON &amp; ASSOCIATES</b> 31238 VIA COLINAS SUITE H WESTLAKE VILLAGE, CA 91362  TEL 818 991 1040 EMAIL Chris@e-surveyors.com</div><div><b>GEOTECHNICAL</b></div><div>HAMILTON &amp; ASSOCIATES <b>DAVID HAMILTON</b> 1641 BORDER AVE TORRANCE, CA 90501  TEL 310 618 2190 EMAIL dhamilton@hamilton-associates.com</div><div><b>LANDSCAPE ARCHITECT</b></div><div>ROB MADAY <b>BOSKY LANDSCAPE ARCHITECTURE</b> 590 E GUTIERREZ ST, SUITE D SANTA BARBARA, CA 93103  TEL 805 845 3251 EMAIL rob@boskyland.com</div></div>		<div><div>2020 ROLLING HILLS MUNICIPAL CODE</div><div>2017 RHCA BUILDING REGULATIONS</div><div>2019 CALIFORNIA RESIDENTIAL CODE</div><div>2019 CALIFORNIA MECHANICAL CODE</div><div>2019 CALIFORNIA ELECTRICAL CODE</div><div>2019 CALIFORNIA PLUMBING CODE</div><div>2019 CALIFORNIA FIRE CODE</div><div>2019 CALIFORNIA ENERGY CODE</div><div>2019 NFPA 72 (FIRE ALARMS)</div><div>2019 NFPA 13D (RESIDENTIAL ONE AND TWO FAMILY DWELLINGS)</div></div> <div></div> <div>VICINITY MAP 12" = 1'-0"</div> <div>11</div>		<div><div><b>00 GENERAL</b></div><div>A0.01 TITLE SHEET</div><div>A0.02 GENERAL NOTES - RESIDENTIAL</div><div>A0.03 LAND SURVEY</div><div>A0.06 EXISTING SITE PHOTOS</div><div>A0.07 EXISTING SITE PHOTOS</div><div><b>02 ARCHITECTURE</b></div><div>A1.00 SITE PLAN</div><div>A1.06 DEMOLITION PLAN</div><div>A1.11 CONSTRUCTION PLAN</div><div>A1.30 ROOF PLAN</div><div>A2.00 EXTERIOR ELEVATIONS</div><div>A2.01 EXTERIOR ELEVATIONS</div><div>A2.02 EXISTING ELEVATIONS</div><div>A2.03 EXISTING ELEVATIONS</div><div>A3.00 BUILDING SECTIONS</div><div>A4.00 BUILDING SECTIONS</div></div>	
				<div><div><b>ARCHITECT</b></div><div>MICHAEL MACIOCIA, AIA <b>MULLER MACIOCIA</b> 101 N PACIFIC COAST HWY SUITE 301 EL SEGUNDO, CA 90245  TEL 310 363 1032 EMAIL michael@mul-mac.com</div><div><b>OWNERS</b></div><div>ALEXANDRA &amp; DANIEL SERMON 15 UPPER BLACKWATER CANYON ROAD ROLLING HILLS, CA 90274  TEL 818 991 1040 EMAIL Chris@e-surveyors.com</div><div><b>STRUCTURAL ENGINEER</b></div><div>ANDREW CHAN <b>NG, CHAN &amp; CO.</b> 1805 W COMMONWEALTH AVE #13 ALHAMBRA, CA 91803  TEL 626 215 7509 EMAIL achanla@aol.com</div><div><b>CIVIL ENGINEER / LAND SURVEYOR</b></div><div>CHRIS NELSON <b>NELSON &amp; ASSOCIATES</b> 31238 VIA COLINAS SUITE H WESTLAKE VILLAGE, CA 91362  TEL 818 991 1040 EMAIL Chris@e-surveyors.com</div><div><b>GEOTECHNICAL</b></div><div>HAMILTON &amp; ASSOCIATES <b>DAVID HAMILTON</b> 1641 BORDER AVE TORRANCE, CA 90501  TEL 310 618 2190 EMAIL dhamilton@hamilton-associates.com</div><div><b>LANDSCAPE ARCHITECT</b></div><div>ROB MADAY <b>BOSKY LANDSCAPE ARCHITECTURE</b> 590 E GUTIERREZ ST, SUITE D SANTA BARBARA, CA 93103  TEL 805 845 3251 EMAIL rob@boskyland.com</div></div>		<div><div>2020 ROLLING HILLS MUNICIPAL CODE</div><div>2017 RHCA BUILDING REGULATIONS</div><div>2019 CALIFORNIA RESIDENTIAL CODE</div><div>2019 CALIFORNIA MECHANICAL CODE</div><div>2019 CALIFORNIA ELECTRICAL CODE</div><div>2019 CALIFORNIA PLUMBING CODE</div><div>2019 CALIFORNIA FIRE CODE</div><div>2019 CALIFORNIA ENERGY CODE</div><div>2019 NFPA 72 (FIRE ALARMS)</div><div>2019 NFPA 13D (RESIDENTIAL ONE AND TWO FAMILY DWELLINGS)</div></div> <div></div> <div>VICINITY MAP 12" = 1'-0"</div> <div>11</div>					
				<div><div><b>ARCHITECT</b></div><div>MICHAEL MACIOCIA, AIA <b>MULLER MACIOCIA</b> 101 N PACIFIC COAST HWY SUITE 301 EL SEGUNDO, CA 90245  TEL 310 363 1032 EMAIL michael@mul-mac.com</div><div><b>OWNERS</b></div><div>ALEXANDRA &amp; DANIEL SERMON 15 UPPER BLACKWATER CANYON ROAD ROLLING HILLS, CA 90274  TEL 818 991 1040 EMAIL Chris@e-surveyors.com</div><div><b>STRUCTURAL ENGINEER</b></div><div>ANDREW CHAN <b>NG, CHAN &amp; CO.</b> 1805 W COMMONWEALTH AVE #13 ALHAMBRA, CA 91803  TEL 626 215 7509 EMAIL achanla@aol.com</div><div><b>CIVIL ENGINEER / LAND SURVEYOR</b></div><div>CHRIS NELSON <b>NELSON &amp; ASSOCIATES</b> 31238 VIA COLINAS SUITE H WESTLAKE VILLAGE, CA 91362  TEL 818 991 1040 EMAIL Chris@e-surveyors.com</div><div><b>GEOTECHNICAL</b></div><div>HAMILTON &amp; ASSOCIATES <b>DAVID HAMILTON</b> 1641 BORDER AVE TORRANCE, CA 90501  TEL 310 618 2190 EMAIL dhamilton@hamilton-associates.com</div><div><b>LANDSCAPE ARCHITECT</b></div><div>ROB MADAY <b>BOSKY LANDSCAPE ARCHITECTURE</b> 590 E GUTIERREZ ST, SUITE D SANTA BARBARA, CA 93103  TEL 805 845 3251 EMAIL rob@boskyland.com</div></div>		<div><div>2020 ROLLING HILLS MUNICIPAL CODE</div><div>2017 RHCA BUILDING REGULATIONS</div><div>2019 CALIFORNIA RESIDENTIAL CODE</div><div>2019 CALIFORNIA MECHANICAL CODE</div><div>2019 CALIFORNIA ELECTRICAL CODE</div><div>2019 CALIFORNIA PLUMBING CODE</div><div>2019 CALIFORNIA FIRE CODE</div><div>2019 CALIFORNIA ENERGY CODE</div><div>2019 NFPA 72 (FIRE ALARMS)</div><div>2019 NFPA 13D (RESIDENTIAL ONE AND TWO FAMILY DWELLINGS)</div></div> <div></div> <div>VICINITY MAP 12" = 1'-0"</div> <div>11</div>					
				<div><div><b>ARCHITECT</b></div><div>MICHAEL MACIOCIA, AIA <b>MULLER MACIOCIA</b> 101 N PACIFIC COAST HWY SUITE 301 EL SEGUNDO, CA 90245  TEL 310 363 1032 EMAIL michael@mul-mac.com</div><div><b>OWNERS</b></div><div>ALEXANDRA &amp; DANIEL SERMON 15 UPPER BLACKWATER CANYON ROAD ROLLING HILLS, CA 90274  TEL 818 991 1040 EMAIL Chris@e-surveyors.com</div><div><b>STRUCTURAL ENGINEER</b></div><div>ANDREW CHAN <b>NG, CHAN &amp; CO.</b> 1805 W COMMONWEALTH AVE #13 ALHAMBRA, CA 91803  TEL 626 215 7509 EMAIL achanla@aol.com</div><div><b>CIVIL ENGINEER / LAND SURVEYOR</b></div><div>CHRIS NELSON <b>NELSON &amp; ASSOCIATES</b> 31238 VIA COLINAS SUITE H WESTLAKE VILLAGE, CA 91362  TEL 818 991 1040 EMAIL Chris@e-surveyors.com</div><div><b>GEOTECHNICAL</b></div><div>HAMILTON &amp; ASSOCIATES <b>DAVID HAMILTON</b> 1641 BORDER AVE TORRANCE, CA 90501  TEL 310 618 2190 EMAIL dhamilton@hamilton-associates.com</div><div><b>LANDSCAPE ARCHITECT</b></div><div>ROB MADAY <b>BOSKY LANDSCAPE ARCHITECTURE</b> 590 E GUTIERREZ ST, SUITE D SANTA BARBARA, CA 93103  TEL 805 845 3251 EMAIL rob@boskyland.com</div></div>		<div><div>2020 ROLLING HILLS MUNICIPAL CODE</div><div>2017 RHCA BUILDING REGULATIONS</div><div>2019 CALIFORNIA RESIDENTIAL CODE</div><div>2019 CALIFORNIA MECHANICAL CODE</div><div>2019 CALIFORNIA ELECTRICAL CODE</div><div>2019 CALIFORNIA PLUMBING CODE</div><div>2019 CALIFORNIA FIRE CODE</div><div>2019 CALIFORNIA ENERGY CODE</div><div>2019 NFPA 72 (FIRE ALARMS)</div><div>2019 NFPA 13D (RESIDENTIAL ONE AND TWO FAMILY DWELLINGS)</div></div> <div></div> <div>VICINITY MAP 12" = 1'-0"</div> <div>11</div>					
				<div><div><b>ARCHITECT</b></div><div>MICHAEL MACIOCIA, AIA <b>MULLER MACIOCIA</b> 101 N PACIFIC COAST HWY SUITE 301 EL SEGUNDO, CA 90245  TEL 310 363 1032 EMAIL michael@mul-mac.com</div><div><b>OWNERS</b></div><div>ALEXANDRA &amp; DANIEL SERMON 15 UPPER BLACKWATER CANYON ROAD ROLLING HILLS, CA 90274  TEL 818 991 1040 EMAIL Chris@e-surveyors.com</div><div><b>STRUCTURAL ENGINEER</b></div><div>ANDREW CHAN <b>NG, CHAN &amp; CO.</b> 1805 W COMMONWEALTH AVE #13 ALHAMBRA, CA 91803  TEL 626 215 7509 EMAIL achanla@aol.com</div><div><b>CIVIL ENGINEER / LAND SURVEYOR</b></div><div>CHRIS NELSON <b>NELSON &amp; ASSOCIATES</b> 31238 VIA COLINAS SUITE H WESTLAKE VILLAGE, CA 91362  TEL 818 991 1040 EMAIL Chris@e-surveyors.com</div><div><b>GEOTECHNICAL</b></div><div>HAMILTON &amp; ASSOCIATES <b>DAVID HAMILTON</b> 1641 BORDER AVE TORRANCE, CA 90501  TEL 310 618 2190 EMAIL dhamilton@hamilton-associates.com</div><div><b>LANDSCAPE ARCHITECT</b></div><div>ROB MADAY <b>BOSKY LANDSCAPE ARCHITECTURE</b> 590 E GUTIERREZ ST, SUITE D SANTA BARBARA, CA 93103  TEL 805 845 3251 EMAIL rob@boskyland.com</div></div>		<div><div>2020 ROLLING HILLS MUNICIPAL CODE</div><div>2017 RHCA BUILDING REGULATIONS</div><div>2019 CALIFORNIA RESIDENTIAL CODE</div><div>2019 CALIFORNIA MECHANICAL CODE</div><div>2019 CALIFORNIA ELECTRICAL CODE</div><div>2019 CALIFORNIA PLUMBING CODE</div><div>2019 CALIFORNIA FIRE CODE</div><div>2019 CALIFORNIA ENERGY CODE</div><div>2019 NFPA 72 (FIRE ALARMS)</div><div>2019 NFPA 13D (RESIDENTIAL ONE AND TWO FAMILY DWELLINGS)</div></div> <div></div> <div>VICINITY MAP 12" = 1'-0"</div> <div>11</div>					
				<div><div><b>ARCHITECT</b></div><div>MICHAEL MACIOCIA, AIA <b>MULLER MACIOCIA</b> 101 N PACIFIC COAST HWY SUITE 301 EL SEGUNDO, CA 90245  TEL 310 363 1032 EMAIL michael@mul-mac.com</div><div><b>OWNERS</b></div><div>ALEXANDRA &amp; DANIEL SERMON 15 UPPER BLACKWATER CANYON ROAD ROLLING HILLS, CA 90274  TEL 818 991 1040 EMAIL Chris@e-surveyors.com</div><div><b>STRUCTURAL ENGINEER</b></div><div>ANDREW CHAN <b>NG, CHAN &amp; CO.</b> 1805 W COMMONWEALTH AVE #13 ALHAMBRA, CA 91803  TEL 626 215 7509 EMAIL achanla@aol.com</div><div><b>CIVIL ENGINEER / LAND SURVEYOR</b></div><div>CHRIS NELSON <b>NELSON &amp; ASSOCIATES</b> 31238 VIA COLINAS SUITE H WESTLAKE VILLAGE, CA 91362  TEL 818 991 1040 EMAIL Chris@e-surveyors.com</div><div><b>GEOTECHNICAL</b></div><div>HAMILTON &amp; ASSOCIATES <b>DAVID HAMILTON</b> 1641 BORDER AVE TORRANCE, CA 90501  TEL 310 618 2190 EMAIL dhamilton@hamilton-associates.com</div><div><b>LANDSCAPE ARCHITECT</b></div><div>ROB MADAY <b>BOSKY LANDSCAPE ARCHITECTURE</b> 590 E GUTIERREZ ST, SUITE D SANTA BARBARA, CA 93103  TEL 805 845 3251 EMAIL rob@boskyland.com</div></div>		<div><div>2020 ROLLING HILLS MUNICIPAL CODE</div><div>2017 RHCA BUILDING REGULATIONS</div><div>2019 CALIFORNIA RESIDENTIAL CODE</div><div>2019 CALIFORNIA MECHANICAL CODE</div><div>2019 CALIFORNIA ELECTRICAL CODE</div><div>2019 CALIFORNIA PLUMBING CODE</div><div>2019 CALIFORNIA FIRE CODE</div><div>2019 CALIFORNIA ENERGY CODE</div><div>2019 NFPA 72 (FIRE ALARMS)</div><div>2019 NFPA 13D (RESIDENTIAL ONE AND TWO FAMILY DWELLINGS)</div></div> <div></div> <div>VICINITY MAP 12" = 1'-0"</div> <div>11</div>					
				<div><div><b>ARCHITECT</b></div><div>MICHAEL MACIOCIA, AIA <b>MULLER MACIOCIA</b> 101 N PACIFIC COAST HWY SUITE 301 EL SEGUNDO, CA 90245  TEL 310 363 1032 EMAIL michael@mul-mac.com</div><div><b>OWNERS</b></div><div>ALEXANDRA &amp; DANIEL SERMON 15 UPPER BLACKWATER CANYON ROAD ROLLING HILLS, CA 90274  TEL 818 991 1040 EMAIL Chris@e-surveyors.com</div><div><b>STRUCTURAL ENGINEER</b></div><div>ANDREW CHAN <b>NG, CHAN &amp; CO.</b> 1805 W COMMONWEALTH AVE #13 ALHAMBRA, CA 91803  TEL 626 215 7509 EMAIL achanla@aol.com</div><div><b>CIVIL ENGINEER / LAND SURVEYOR</b></div><div>CHRIS NELSON <b>NELSON &amp; ASSOCIATES</b> 31238 VIA COLINAS SUITE H WESTLAKE VILLAGE, CA 91362  TEL 818 991 1040 EMAIL Chris@e-surveyors.com</div><div><b>GEOTECHNICAL</b></div><div>HAMILTON &amp; ASSOCIATES <b>DAVID HAMILTON</b> 1641 BORDER AVE TORRANCE, CA 90501  TEL 310 618 2190 EMAIL dhamilton@hamilton-associates.com</div><div><b>LANDSCAPE ARCHITECT</b></div><div>ROB MADAY <b>BOSKY LANDSCAPE ARCHITECTURE</b> 590 E GUTIERREZ ST, SUITE D SANTA BARBARA, CA 93103  TEL 805 845 3251 EMAIL rob@boskyland.com</div></div>		<div><div>2020 ROLLING HILLS MUNICIPAL CODE</div><div>2017 RHCA BUILDING REGULATIONS</div><div>2019 CALIFORNIA RESIDENTIAL CODE</div><div>2019 CALIFORNIA MECHANICAL CODE</div><div>2019 CALIFORNIA ELECTRICAL CODE</div><div>2019 CALIFORNIA PLUMBING CODE</div><div>2019 CALIFORNIA FIRE CODE</div><div>2019 CALIFORNIA ENERGY CODE</div><div>2019 NFPA 72 (FIRE ALARMS)</div><div>2019 NFPA 13D (RESIDENTIAL ONE AND TWO FAMILY DWELLINGS)</div></div> <div></div> <div>VICINITY MAP 12" = 1'-0"</div> <div>11</div>					
				<div><div><b>ARCHITECT</b></div><div>MICHAEL MACIOCIA, AIA <b>MULLER MACIOCIA</b> 101 N PACIFIC COAST HWY SUITE  SU</div></div>							



[illegible]

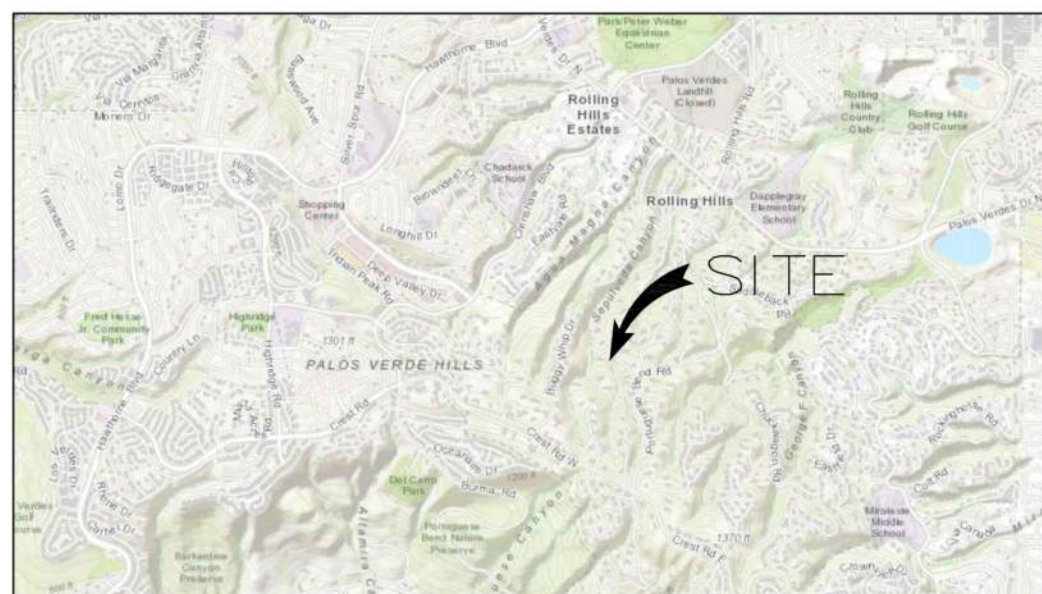


LEGEND



ABBREVIATIONS:

AC ASPHALT CONCRETE  
A/C AIR CONDITIONING  
BS BOTTOM OF STEP  
DK DECK  
EP EDGE OF PAVEMENT  
FF FINISHED FLOOR  
GFF GARAGE FINISHED FLOOR  
PM POWER METER  
RR RAIL ROAD  
SPMH SEPTIC MANHOLE  
TG TOP OF GRATE  
TS TOP OF SILL  
TW TOP OF WALL  
(TYP) TYPICAL  
RR ROOF RIDGE  
WM WATER METER



VICINITY MAP  
NO SCALE

LOT 2  
TRACT NO. 30345  
M.B. 337, PGS. 23-30  
(NOT A PART)

LOT 1  
TRACT NO. 30345  
M.B. 337, PGS. 23-30  
(NOT A PART)

POR. LOT 100  
ROLLING HILLS  
M.B. 201, PGS. 29 TO 35

NOTE:

- BOUNDARY SHOWN HEREON IS BASED ON FOUND MONUMENTS AND PER TRACT MAP OF ROLLING HILLS, M.B. 201, PGS. 29-35.
- LANDSCAPING AND LANDSCAPE IRRIGATION DEVICES MAY EXIST WITHIN THE PROPERTY AND ARE NOT SHOWN.
- TREE LINE CANOPIES ARE PICTORIAL, AND MAY NOT REFLECT TRUE DRIP LINES.
- IF RETAINING WALLS OR SIMILAR STRUCTURES ARE TO BE DESIGNED FROM TOPOGRAPHY SHOWN HEREON, THE ELEVATIONS OF CRITICAL POINTS CONTROLLING THE DESIGN MUST BE VERIFIED PRIOR TO ADOPTION OF FINAL DESIGN.
- THIS MAP WAS PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT. EXISTING EASEMENTS (IF ANY) ARE NOT SHOWN HEREON.
- ATTENTION: IF THIS MAP IS PROVIDED IN AN ELECTRONIC FORMAT (IE: CAD) AS A COURTESY TO A CLIENT, THE DELIVERY OF THE ELECTRONIC FILE DOES NOT CONSTITUTE THE DELIVERY OF OUR PROFESSIONAL WORK PRODUCT. ONLY THE SURVEYOR'S SIGNED AND SEALED PAPER PRINT OR PDF FORMATTED DRAWING CONSTITUTES OUR PROFESSIONAL WORK PRODUCT. IN THE EVENT THAT THE ELECTRONIC FILE IS ALTERED, THE SURVEYOR'S SIGNED AND SEALED PRINT OR PDF FORMATTED DRAWING MUST BE REFERRED TO FOR THE ORIGINAL AND CORRECT SURVEY INFORMATION. CHRIS NELSON AND ASSOCIATES, INC., SHALL NOT BE RESPONSIBLE FOR ANY MODIFICATION MADE TO THE PROVIDED CAD FILE, OR FOR ANY PRODUCTS THAT HAVE BEEN DERIVED FROM THE CAD FILE, WHICH ARE NOT REVIEWED, SIGNED AND SEALED BY US.

BASIS OF BEARINGS:

THE BEARING OF N 10°17'50" E OF THE CENTERLINE OF UPPER BLACKWATER CANYON ROAD, AS SHOWN ON THE MAP OF TRACT MAP ROLLING HILLS, RECORDED IN P.M.B. 201, PGS. 29-35, WAS USED AS THE BASIS OF BEARINGS FOR THIS SURVEY.

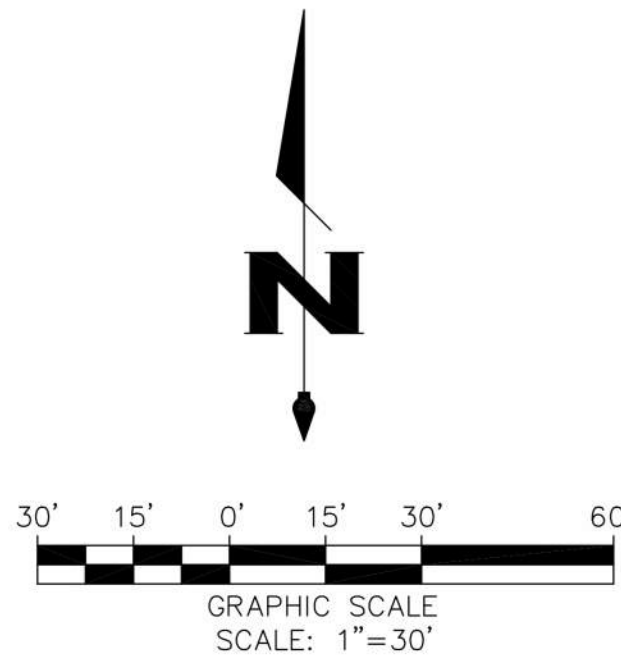
BENCH MARK:

B.M. NO. GY8549 NAVD 1988 LOS ANGELES COUNTY PUBLIC WORKS

L&RR IN CTR OF CB RET OF ISLAND @ C/L WHITLEY COLLINS DR 15.2M NLY C/L CREST ROAD  
ELEVATION = 1182.53 FEET (ADJUSTMENT 2013)



DATED: 10/28/2020



**Chris Nelson & Associates, Inc.**  
SURVEYORS AND ENGINEERS  
31238 Via Colinas Suite H, Westlake Village, CA. 91362  
P: 818.991.1040 F: 818.991.0614  
www.chrisnelsonassociates.com

PREPARED FOR:  
**MUL-MAC ARCHITECTURE & DESIGN**  
ATTN: KEITH MULLER  
420 LEXINGTON AVE #1756,  
NEW YORK, NY 10170

**AERIAL PHOTOGRAMMETRIC SURVEY**  
A PORTION OF LOT 100, OF THE ROLLING HILLS TRACT,  
BK. 201, PGS. 29-35  
15 UPPER BLACKWATER CANYON ROAD,  
PALOS VERDES ESTATES, COUNTY OF LOS ANGELES

REVISION NOTES	
DATE	DESCRIPTION

JOB NO. 20-5514  
SCALE: 1" = 30'  
DATE: OCT, 2020  
DRAFTED: SJW

SHEET NO.  
**1**  
OF 1 SHEET





EXISTING STABLE - VIEW FROM APPALOOSA



EXISTING CORRAL



EXISTING CORRAL



EXISTING STABLES - SOUTHWEST FACADE

ISSUE RECORD			
A	DATE	REASON FOR ISSUE	BY
PLANNING SUBMITTAL			
ALL DRAWINGS AND WRITTEN MATERIAL APPEARING HEREIN CONSTITUTE ORIGINAL AND UNPUBLISHED WORK OF THE ARCHITECT AND MAY NOT BE DUPLICATED, USED, OR DISCLOSED WITHOUT WRITTEN CONSENT OF ARCHITECT. COPYRIGHTED.			
KEY PLAN			
PROJECT TEAM			
MEP ENGINEER			
STRUCTURAL ENGINEER			
CIVIL ENGINEER			
LANDSCAPE ARCHITECT			
OTHER CONSULTANT			
ARCHITECT'S STAMP			
<div>MUL - MAC</div> <div>ARCHITECTURE &amp; DESIGN</div> <div>101 N. PACIFIC COAST HWY., STE 301 EL SEGUNDO, CA 90245</div> <div>W MUL - MAC.COM T (310) 363 - 1032</div>			
PRIVATE RESIDENCE			
CLIENT NAME			
SERMON RESIDENCE			
STABLE & SPORTS COURT			
15 Upper Blackwater Canyon Road, Rolling Hills, CA 90274			
SHEET NAME			
EXISTING SITE PHOTOS			
PROJECT NO.	SCALE @ ARCH 1/1	CHECKED BY	
20032.01		Approver	
SHEET NO.			
A0.06			






ISSUE RECORD			
Δ	DATE	REASON FOR ISSUE	BY

WEST LANAI VIEW 1




KEY PLAN

A key plan diagram consisting of a circle with a vertical line passing through its center. The letter 'N' is positioned at the top of the vertical line, indicating North.

PROJECT TEAM
MEP ENGINEER
STRUCTURAL ENGINEER
CIVIL ENGINEER
LANDSCAPE ARCHITECT
OTHER CONSULTANT

ARCHITECT'S STAMP

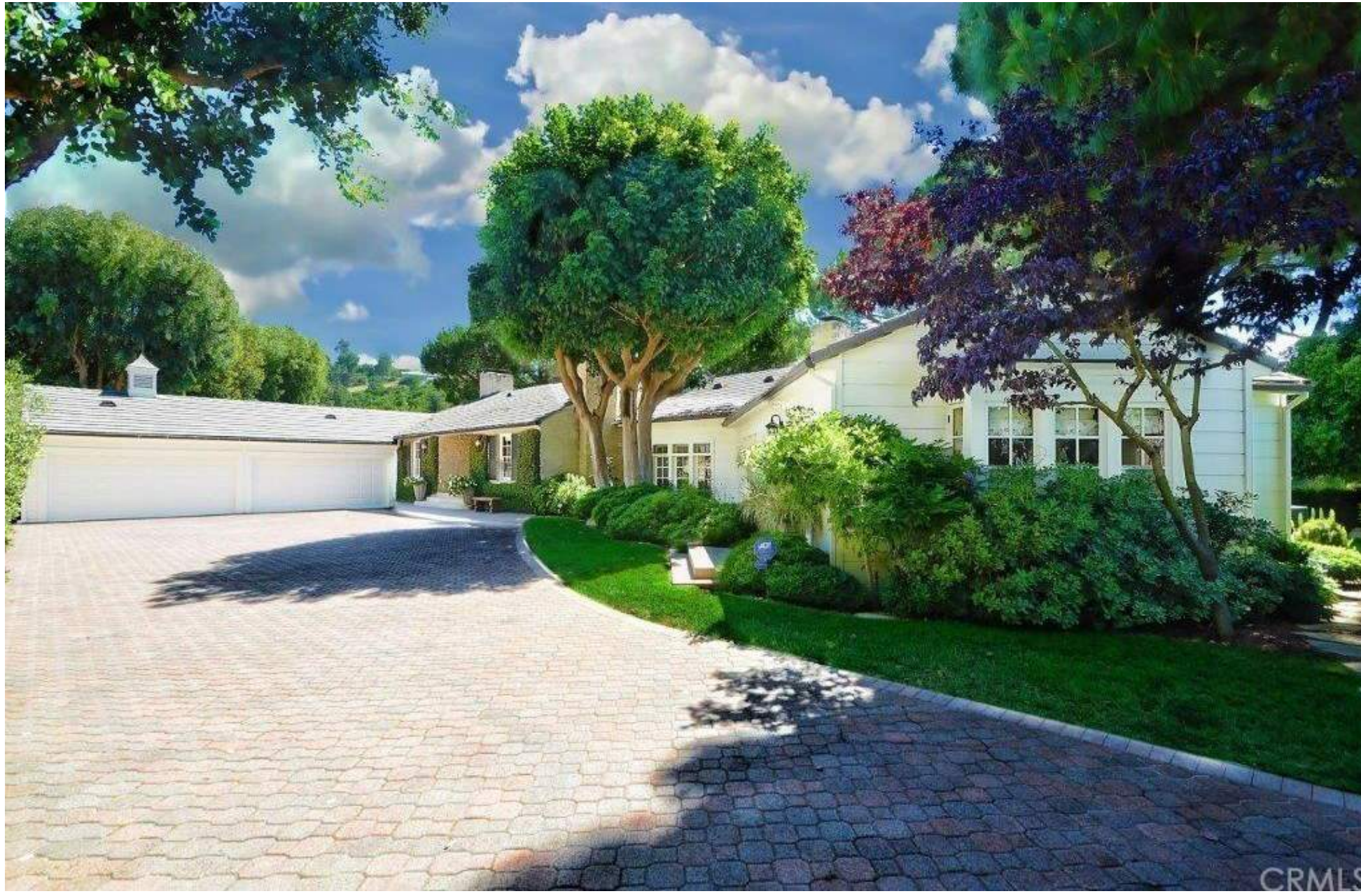
**MUL-MAC** 

ARCHITECTURE & DESIGN

101 N. PACIFIC COAST HWY., STE 301  
EL SEGUNDO, CA 90245

**W** MUL-MAC.COM  
T (310) 363-1032

EAST VIEW 1 @ AREA OF ADDITION



SOUTHEAST ENTRY VIEW 3



SOUTH VIEW @ SIDE YARD

**PRIVATE  
RESIDENCE**

CLIENT NAME

**SERMON RESIDENCE**

**STABLE & SPORTS COURT**

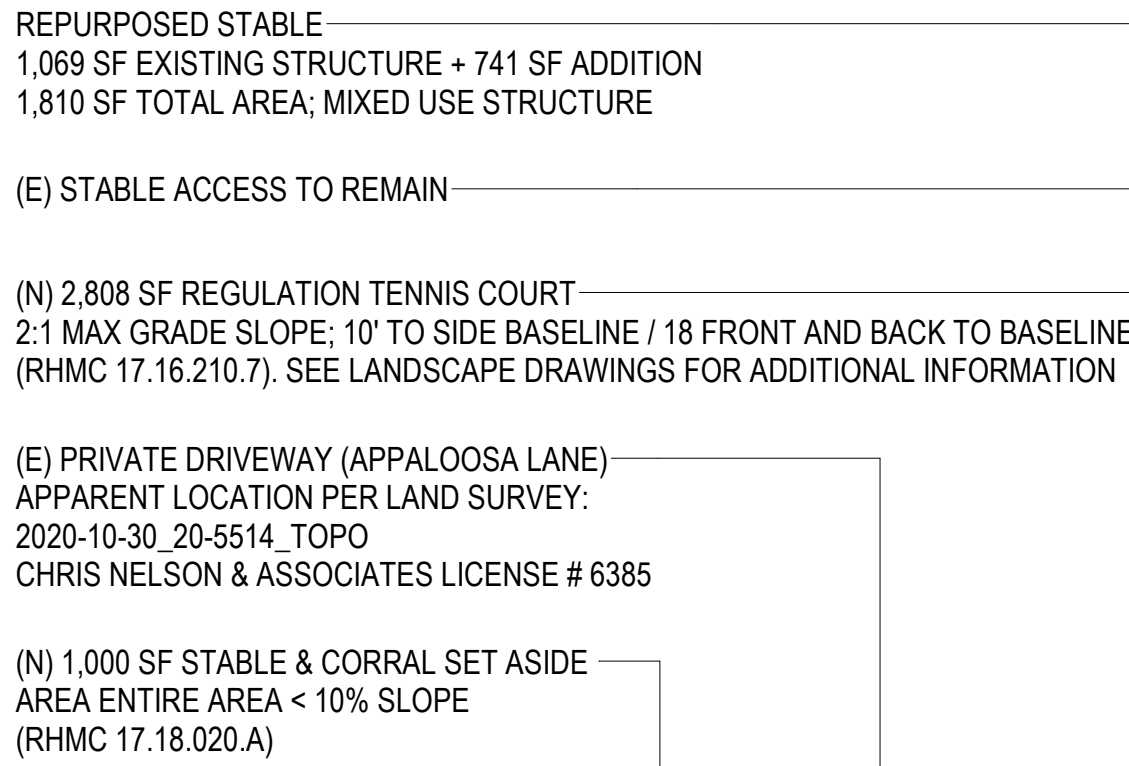
15 Upper Blackwater Canyon Road, Rolling Hills,  
CA 90274

SHEET NAME

**EXISTING SITE PHOTOS**

PROJECT NO. 20032.01	SCALE @ ARCH E1	CHECKED BY Approver
SHEET NO. <b>A0.07</b>		





ISSUE RECORD

A

DATE


REASON FOR ISSUE

BY

PLANNING SUBMITTAL

ALL DRAWINGS AND WRITTEN MATERIAL APPEARING HEREIN CONSTITUTE ORIGINAL AND UNPUBLISHED WORK OF THE ARCHITECT AND MAY NOT BE DUPLICATED, USED, OR DISCLOSED WITHOUT WRITTEN CONSENT OF ARCHITECT. COPYRIGHTED.

KEY PLAN



PROJECT TEAM

MEP ENGINEER

STRUCTURAL ENGINEER

CIVIL ENGINEER

LANDSCAPE ARCHITECT

OTHER CONSULTANT

ARCHITECT'S STAMP

MUL - MAC

ARCHITECTURE & DESIGN

101 N. PACIFIC COAST HWY., STE 301  
EL SEGUNDO, CA 90245

W MUL - MAC.COM  
T (310) 363 - 1032

PRIVATE RESIDENCE

CLIENT NAME

SERMON RESIDENCE

STABLE & SPORTS COURT

15 Upper Blackwater Canyon Road, Rolling Hills,  
CA 90274

SHEET NAME

SITE PLAN

PROJECT NO.

SCALE & ARCH. ET.

CHECKED BY

20032.01

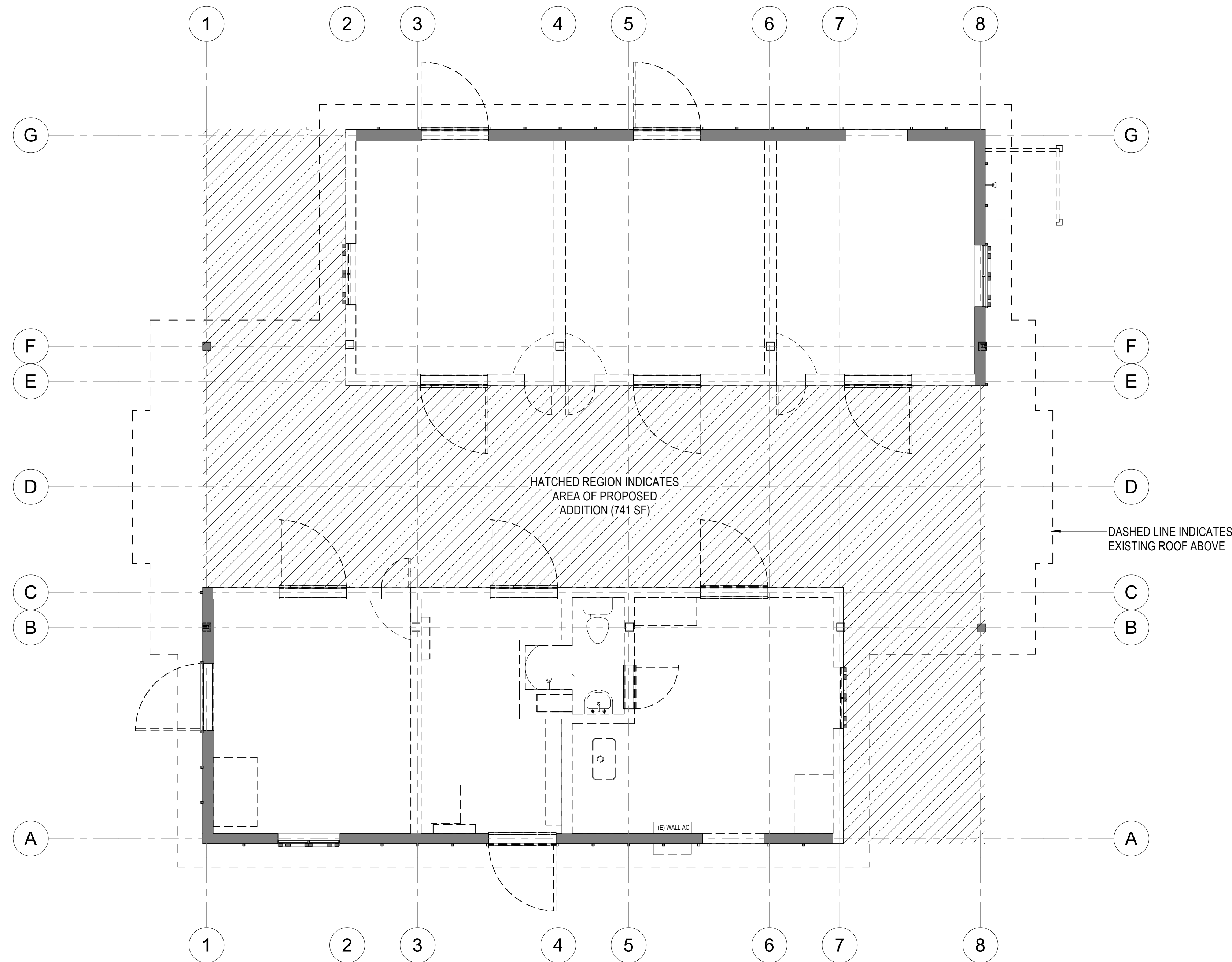
As indicated

Approver

SHEET NO.

A1.00





1. REFER TO A0.02 FOR GENERAL NOTES
2. REFER TO A0.01 FOR SYMBOL LEGEND.
3. ALL DIMENSIONS ARE FROM FACE OF FINISH TO FACE OF FINISH, UON.
4. REMOVE ALL ABANDONED POWER AND SIGNAL CABLING BACK TO SOURCE AND SAFE OFF.
5. PROVIDE PROTECTION FOR EXISTING FINISHES TO REMAIN.
6. SHALL PATCH AND REPAIR AREAS WHERE DEMOLITION OR DAMAGE OCCURRED. REPAIRS/REPAIR DISTURBED AREAS TO MATCH ADJACENT CONDITION. EXTEND PATCH TO NEAREST NATURAL BREAK POINT.
7. GO TO PATCH AND REPAIR DAMAGED FIRE PROOFING ON STRUCTURAL AND FIRE RATED ASSEMBLIES. MATCH EXISTING FIRE RATING.
8. REMOVE OR COVER ALL EXISTING PERIMETER WINDOW BLINDS PRIOR TO COMMENCEMENT OF DEMOLITION. CLEAN AND UNCOVER OR REINSTALL AT COMPLETION OF CONSTRUCTION.
9. CONSULT WITH LOCAL OR REGIONAL SALVAGE AND REUSE OF BUILDING STANDARD ELEMENTS NOT REQUIRED FOR NEW CONSTRUCTION.
10. ANY DEMOLITION DRAWINGS AND NOTES ARE PROVIDED FOR CONVENIENCE AND INFORMATION ONLY AND ARE NOT INTENDED TO REPRESENT THE COMPREHENSIVE STATE OF THE BUILDING(S). VERIFY THE EXISTING STATE OF THE BUILDING(S) FINISHES AND BUILDING SYSTEMS.
11. CONTRACTOR TO COORDINATE AND VERIFY ALL DEMOLITION WITH ALL ALTERATION PLANS.
12. FOR Ongoing DEMOLITION, ALL EXISTING DIMENSIONS AND CONDITIONS ARE TO BE CHECKED BY THE CONTRACTOR FOR CONFORMANCE WITH THE REQUIREMENTS OF THE NEW CONSTRUCTION. ANY INCONSISTENCIES OR UNFORESEEN CONDITIONS ARE TO BE SUBMITTED TO THE ARCHITECT FOR REVIEW PRIOR TO THE COMMENCEMENT OF WORK.

15. CONTRACTOR TO REMOVE ALL DEMOLISHED MATERIALS AND ITEMS FROM THE SITE IN ACCORDANCE WITH ALL APPLICABLE AGENCY CODES AND REGULATIONS
16. CONTRACTOR SHALL TAKE SPECIAL CARE TO PRESERVE THOSE ELEMENTS THAT ARE TO REMAIN. ANY ITEMS THAT ARE TO BE RE-USED MUST BE STORED AND PROTECTED AS REQUIRED FOR RE-USE.
17. CONTRACTOR SHALL TAKE ALL NECESSARY PRECAUTIONS TO ENSURE THE SAFETY OF THE EXISTING STRUCTURE.
18. CONTRACTOR SHALL PROVIDE, ERECT AND MAINTAIN ALL TEMPORARY BARRIERS AND GUARDS, AND ALL TEMPORARY SHORING AND BRACING AS REQUIRED BY ALL CITY AND STATE REGULATIONS.

### SQUARE FOOTAGE CALCULATION

EXISTING STABLES:	1,069 SF
PROPOSED ADDITIONAL SF:	741 SF
PROPOSED TOTAL SQUARE FOOTAGE:	<u>1,810 SF</u>

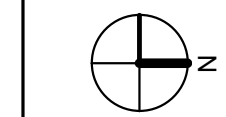
	EXISTING CONSTRUCTION
	DEMOLISHED CONSTRUCTION

SQUARE FOOTAGE CALC.	8	LEGEND	8	KEYNOTES	4
----------------------	---	--------	---	----------	---

ISSUE RECORD			
A	DATE	REASON FOR ISSUE	BY

ALL DRAWINGS AND WRITTEN MATERIAL APPEARING HEREIN CONSTITUTE ORIGINAL AND UNPUBLISHED WORK OF THE ARCHITECT AND MAY NOT BE DUPLICATED, USED, OR DISCLOSED WITHOUT WRITTEN CONSENT OF ARCHITECT. COPYRIGHTED.

## KEY PLAN



PROJECT TEAM

MEP ENGINEER

STRUCTURAL ENGINEER

CIVIL ENGINEER

LANDSCAPE ARCHITECT

OTHER CONSULTANT

ARCHITECT'S STAMP

MUL-MAC   
ARCHITECTURE & DESIGN

101 N. PACIFIC COAST HWY., STE 301  
EL SEGUNDO, CA 90245

W MUL-MAC.COM  
T (310) 363-1032

**PRIVATE  
RESIDENCE**

CLIENT NAME  
**SERMON RESIDENCE**

**STABLE & SPORTS COURT**

15 Upper Blackwater Canyon Road, Rolling Hills,  
CA 90274

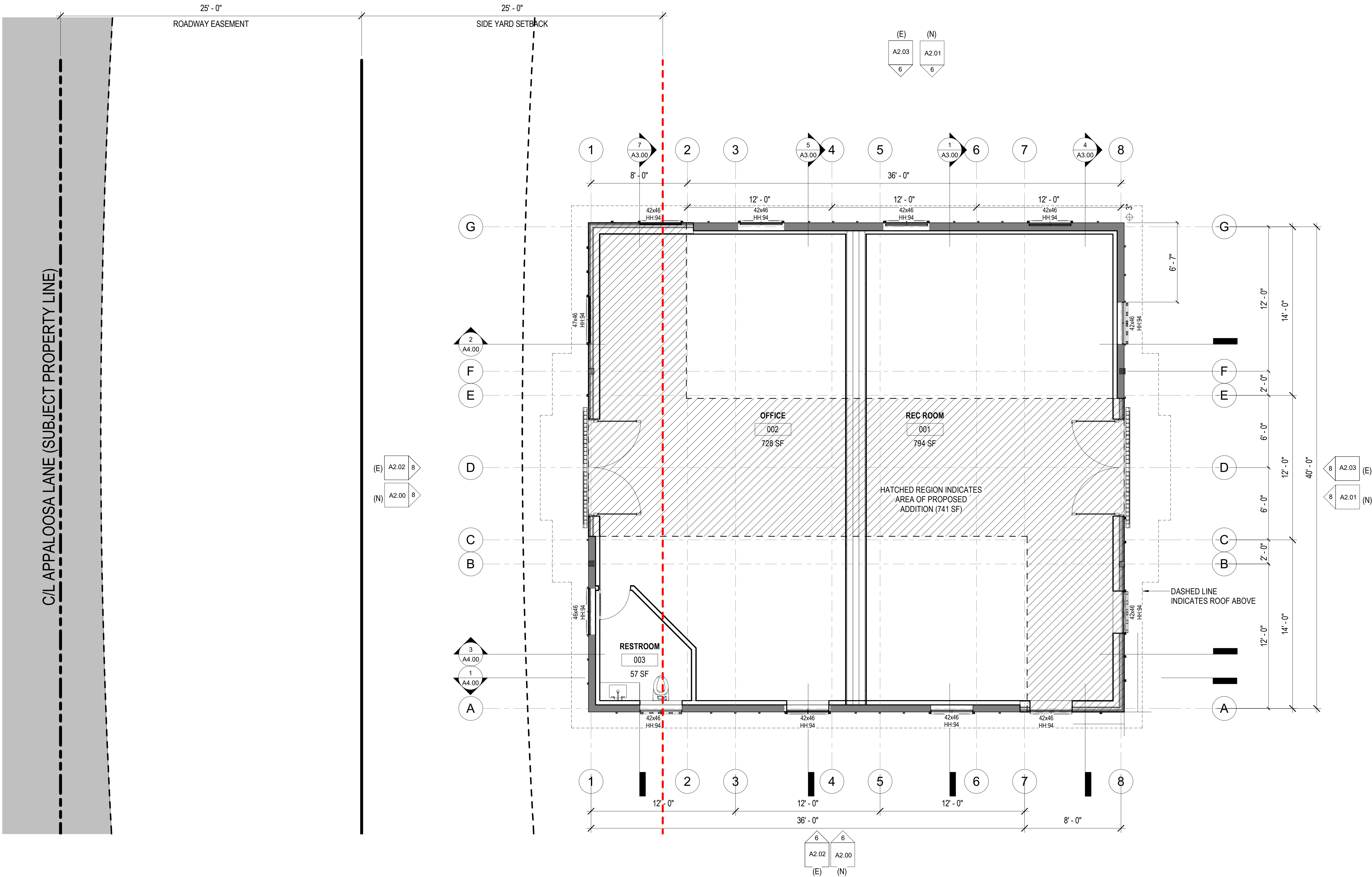
SHEET NAME

**DEMOLITION PLAN**

PROJECT NO. 20032.01	SCALE @ ARCH E1 As indicated	CHECKED BY Approver
-------------------------	---------------------------------	------------------------

SHEET NO.

**A1.06**



01 FIRST FLOOR PLAN  
1/4" = 1'-0"

ISSUE RECORD

A	DATE	REASON FOR ISSUE	BY
---	------	------------------	----

PLANNING SUBMITTAL

ALL DRAWINGS AND WRITTEN MATERIAL APPEARING HEREIN CONSTITUTE ORIGINAL AND UNPUBLISHED WORK OF THE ARCHITECT AND MAY NOT BE DUPLICATED, USED, OR DISCLOSED WITHOUT WRITTEN CONSENT OF ARCHITECT. COPYRIGHTED.

KEY PLAN

PROJECT TEAM

MEP ENGINEER

STRUCTURAL ENGINEER

CIVIL ENGINEER

LANDSCAPE ARCHITECT

OTHER CONSULTANT

ARCHITECT'S STAMP

MUL-MAC

ARCHITECTURE & DESIGN

101 N. PACIFIC COAST HWY., STE 301  
EL SEGUNDO, CA 90245

W MUL-MAC.COM  
T (310) 363-1032

PRIVATE RESIDENCE

CLIENT NAME  
SERMON RESIDENCE

STABLE & SPORTS COURT

15 Upper Blackwater Canyon Road, Rolling Hills, CA 90274

CONSTRUCTION PLAN

PROJECT NO.	SCALE @ ARCH'T	CHECKED BY
20032.01	As indicated	BN

SHEET NO.

A1.11

1. REFER TO A0.02 FOR GENERAL NOTES.

2. REFER TO A0.01 FOR SYMBOL LEGEND.

3. ALL DIMENSIONS ARE FROM FACE OF FINISH TO FACE OF FINISH, UNO.

4. REMOVE ALL ABANDONED POWER AND SIGNAL CABLING BACK TO SOURCE AND SAFE OFF.

5. PROVIDE PROTECTION FOR EXISTING FINISHES TO REMAIN.

6. GC SHALL PATCH AND REPAIR AREAS WHERE DEMOLITION OR DAMAGE OCCURRED. REFINISH DISTURBED AREAS TO MATCH ADJACENT CONDITION. EXTEND PATCH TO NEAREST NATURAL BREAK POINT.

7. GC TO PATCH AND REPAIR DAMAGED FIRE PROOFING ON STRUCTURAL AND FIRE RATED ASSEMBLIES. MATCH EXISTING FIRE RATING.

8. REMOVE OR COVER ALL EXISTING PERIMETER WINDOW BLINDS PRIOR TO COMMENCEMENT OF DEMOLITION. CLEAN AND UNCOVER OR REINSTALL AT COMPLETION OF CONSTRUCTION.

9. CONSULT WITH LANDLORD REGARDING SALVAGE AND REUSE OF BUILDING STANDARD ELEMENTS NOT REQUIRED FOR NEW CONSTRUCTION.

10. ANY DEMOLITION DRAWINGS AND NOTES ARE PROVIDED FOR CONVENIENCE AND INFORMATION ONLY AND ARE NOT INTENDED TO REPRESENT THE COMPREHENSIVE STATE OF THE BUILDING(S). VERIFY THE EXISTING STATE OF THE BUILDING(S) FINISHES AND BUILDING SYSTEMS.

11. CONTRACTOR TO COORDINATE AND VERIFY ALL DEMOLITION WITH ALL ALTERATION PLANS.

12. FOLLOWING DEMOLITION, ALL EXISTING DIMENSIONS AND CONDITIONS ARE TO BE CHECKED BY THE CONTRACTOR FOR CONFORMANCE WITH THE REQUIREMENTS OF THE NEW CONSTRUCTION. ANY INCONSISTENCIES OR UNFORESEEN CONDITIONS ARE TO BE SUBMITTED TO THE ARCHITECT FOR REVIEW PRIOR TO THE COMMENCEMENT OF WORK.

15. CONTRACTOR TO REMOVE ALL DEMOLISHED MATERIALS AND ITEMS FROM THE SITE IN ACCORDANCE WITH ALL APPLICABLE AGENCY CODES AND REGULATIONS.

16. CONTRACTOR SHALL TAKE SPECIAL CARE TO PRESERVE THOSE ELEMENTS THAT ARE TO REMAIN. ANY ITEMS THAT ARE TO BE RE-USED MUST BE STORED AND PROTECTED AS REQUIRED FOR RE-USE.

17. CONTRACTOR SHALL TAKE ALL NECESSARY PRECAUTIONS TO ENSURE THE SAFETY OF THE EXISTING STRUCTURE.

18. CONTRACTOR SHALL PROVIDE, ERECT AND MAINTAIN ALL TEMPORARY BARRIERS AND GUARDS, AND ALL TEMPORARY SHORING AND BRACING AS REQUIRED BY ALL CITY AND STATE REGULATIONS.

SHEET NOTES

16

SQUARE FOOTAGE CALCULATION

EXISTING STABLES:

1,069 SF

PROPOSED ADDITIONAL SF:

741 SF

PROPOSED TOTAL SQUARE FOOTAGE:

1,810 SF

SQUARE FOOTAGE CALC.

12

?

MATERIAL TAG

101

DOOR TAG

XX

WALL TAG

11

STOREFRONT / CURTAIN WALL TAG

11

PLUMBING, APPLIANCE; EQUIPMENT TAG

11

FLOOR DRAIN

11

CHANGE IN ELEVATION LEVEL

11

EXISTING CONSTRUCTION

11

DEMOLISHED CONSTRUCTION

11

1 HR RATED PARTITION

11

2 HR RATED PARTITION

11

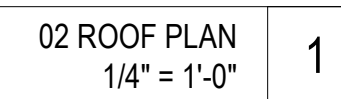
NEW MILLWORK

LEGEND

8

KEYNOTES

4



ISSUE RECORD			
Δ	DATE	REASON FOR ISSUE	BY

KEY PLAN



A key plan diagram consisting of a circle divided into four equal quadrants by a vertical line and a horizontal line. The right half of the circle (the right two quadrants) is shaded solid black. To the right of the circle, centered vertically, is the letter 'Z'.

OTHER CONSULTANT

ARCHITECT'S STAMP

W MUL-MAC.COM  
T (310) 363-1032

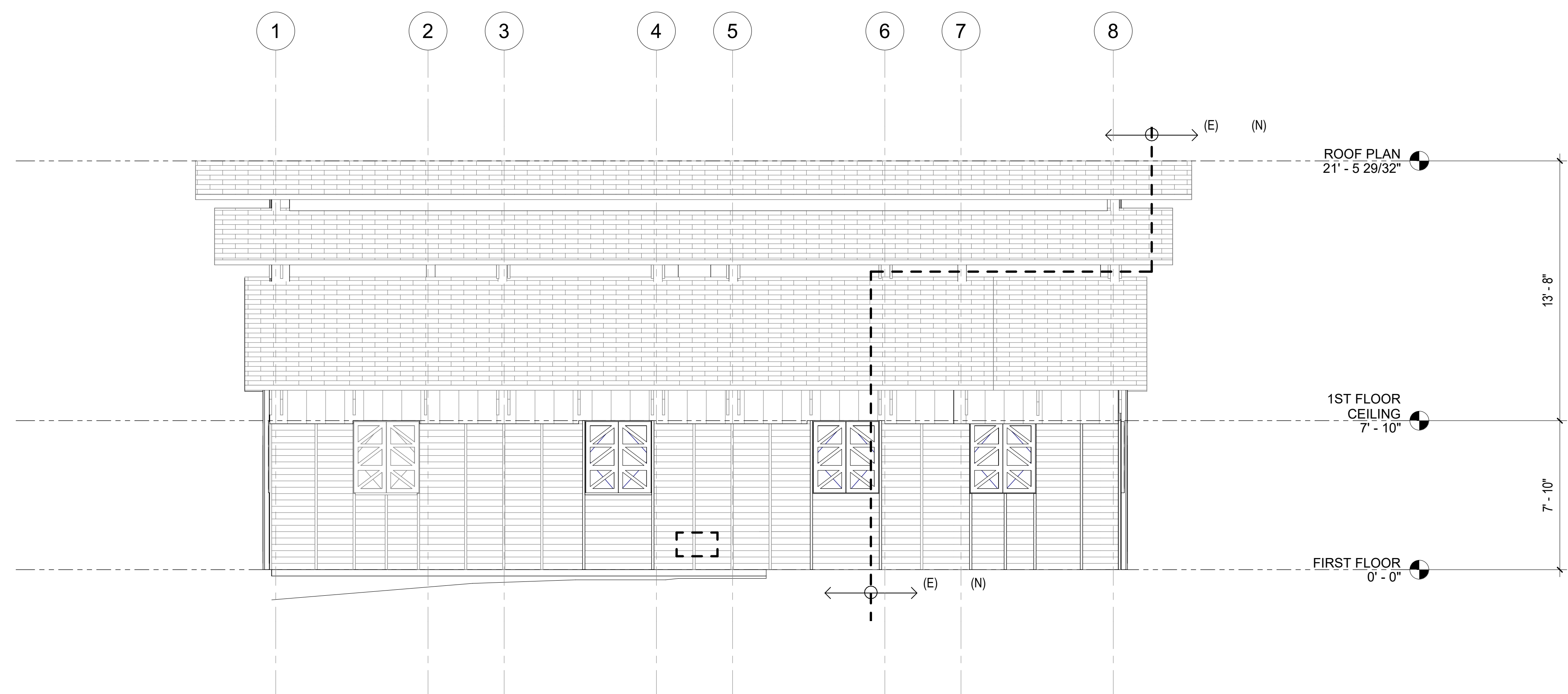
SHEET NAME

**ROOF PLAN**

SHEET NO.	
-----------	--

**A1.30**



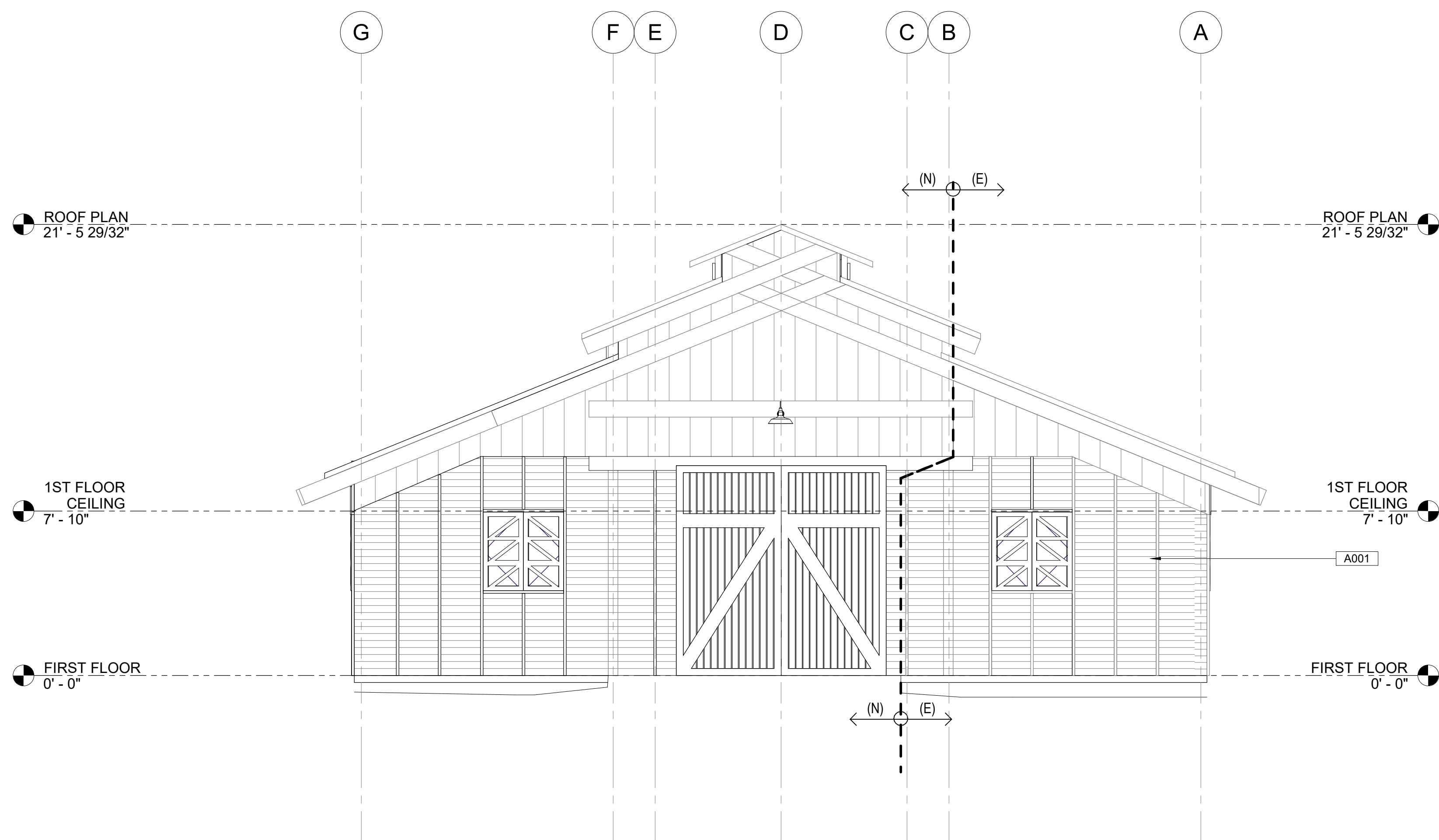


NORTH ELEVATION  
1/4" = 1'-0"

6

## KEYNOTES

A001	FACADE DESIGN SUBJECT TO CHANGE PER RHCA REVIEW, TYP.
------	-------------------------------------------------------



EAST ELEVATION  
1/4" = 1'-0"

8

ISSUE RECORD			
A	DATE	REASON FOR ISSUE	BY

## PLANNING SUBMITTAL

ALL DRAWINGS AND WRITTEN MATERIAL APPEARING HEREIN CONSTITUTE ORIGINAL AND UNPUBLISHED WORK OF THE ARCHITECT AND MAY NOT BE DUPLICATED, USED, OR DISCLOSED WITHOUT WRITTEN CONSENT OF ARCHITECT. COPYRIGHTED.

**KEY PLAN**

### PROJECT TEAM

MEP ENGINEER

**STRUCTURAL ENGINEER**

CIVIL ENGINEER

LANDSCAPE ARCHITECT

OTHER CONSULTANT

ARCHITECT'S STAMP

MUL-MAC   
ARCHITECTURE & DESIGN

101 N. PACIFIC COAST HWY., STE 301  
EL SEGUNDO, CA 90245

W MUL-MAC.COM  
T (310) 363-1032

**PRIVATE  
RESIDENCE**

CLIENT NAME

## SERMON RESIDENCE

## STABLE & SPORTS COURT

15 Upper Blackwater Canyon Road, Rolling Hills,  
CA 90274

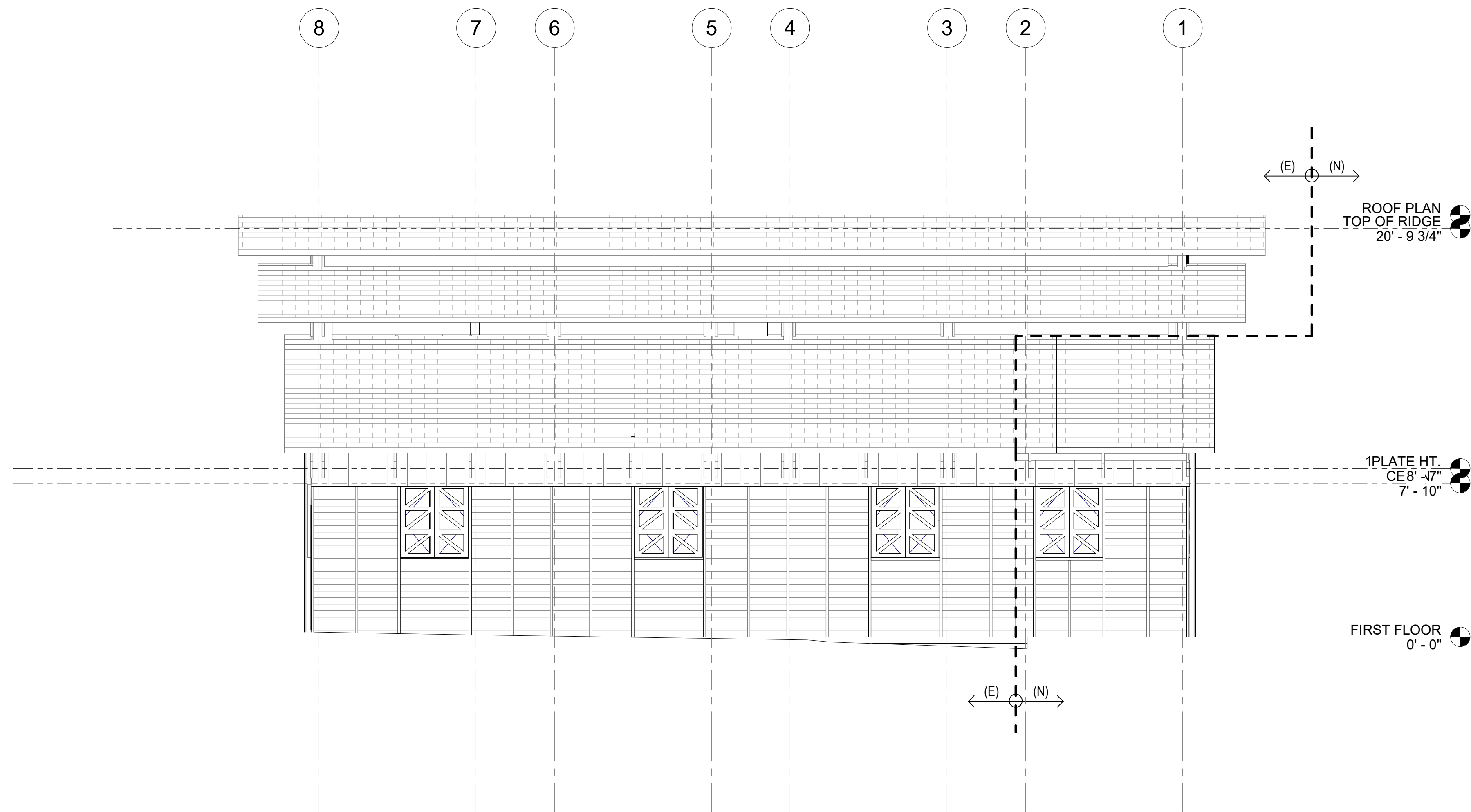
SHEET NAME

## EXTERIOR ELEVATIONS

PROJECT NO. 20032.01	SCALE @ ARCH E1 1/4" = 1'-0"	CHECKED BY BN
-------------------------	---------------------------------	------------------

SHEET NO.

**A2.00**

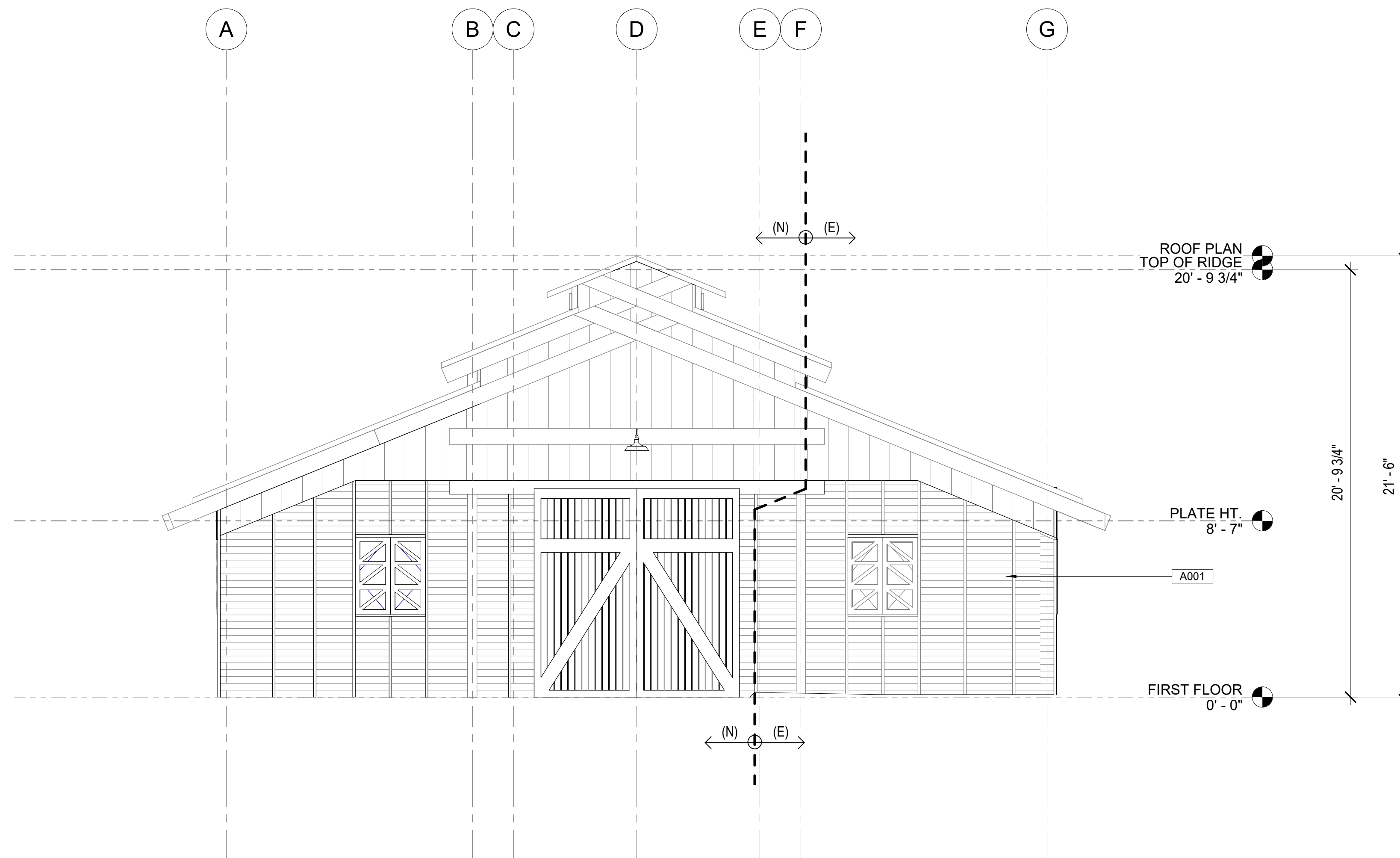


SOUTH ELEVATION  
1/4" = 1'-0"

6

## KEYNOTES

A001	FACADE DESIGN SUBJECT TO CHANGE PER RHCA REVIEW, TYP.
------	-------------------------------------------------------



WEST ELEVATION  
1/4" = 1'-0"

8

ISSUE RECORD

A

DATE

REASON FOR ISSUE

BY

PLANNING SUBMITTAL

ALL DRAWINGS AND WRITTEN MATERIAL APPEARING HEREIN CONSTITUTE ORIGINAL AND UNPUBLISHED WORK OF THE ARCHITECT AND MAY NOT BE DUPLICATED, USED, OR DISCLOSED WITHOUT WRITTEN CONSENT OF ARCHITECT. COPYRIGHTED.

KEY PLAN

PROJECT TEAM

MEP ENGINEER

STRUCTURAL ENGINEER

CIVIL ENGINEER

LANDSCAPE ARCHITECT

OTHER CONSULTANT

ARCHITECT'S STAMP

MUL - MAC

ARCHITECTURE & DESIGN

101 N. PACIFIC COAST HWY., STE 301  
EL SEGUNDO, CA 90245

W MUL - MAC.COM  
T (310) 363-1032

PRIVATE  
RESIDENCE

CLIENT NAME

SERMON RESIDENCE

STABLE & SPORTS COURT

15 Upper Blackwater Canyon Road, Rolling Hills,  
CA 90274

SHEET NAME

EXTERIOR ELEVATIONS

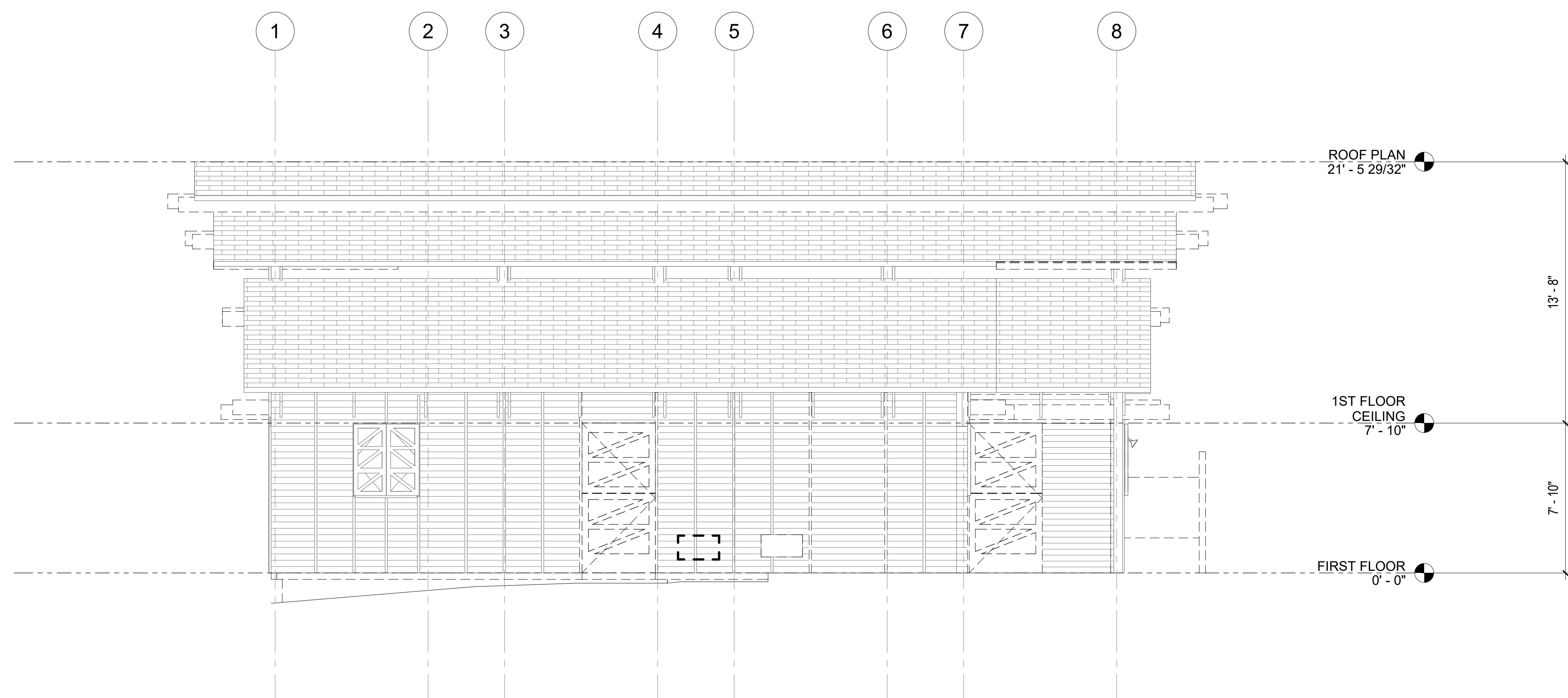
PROJECT NO.  
20032.01

SCALE & ARCH E1  
As indicated

CHECKED BY  
BN

SHEET NO.

A2.01



EXISTING NORTH ELEVATION  
1/4" = 1'-0"

	SHEET NOTES
--	-------------

ISSUE RECORD			
A	DATE	REASON FOR ISSUE	BY

ALL DRAWINGS AND WRITTEN MATERIAL APPEARING HEREIN CONSTITUTE ORIGINAL AND UNPUBLISHED WORK OF THE ARCHITECT AND MAY NOT BE DUPLICATED, USED, OR DISCLOSED WITHOUT WRITTEN CONSENT OF ARCHITECT. COPYRIGHTED.

**KEY PLAN**

#### PROJECT TEAM

MEP ENGINEER

STRUCTURAL ENGINEER

CIVIL ENGINEER

LANDSCAPE ARCHITECT

OTHER CONSULTANT

ARCHITECT'S STAMP

MUL-MAC   
ARCHITECTURE & DESIGN

101 N. PACIFIC COAST HWY., STE 301  
EL SEGUNDO, CA 90245

W MUL-MAC.COM  
T (310) 363-1032

**PRIVATE  
RESIDENCE**

CLIENT NAME  
**SERMON RESIDENCE**

**STABLE & SPORTS COURT**

15 Upper Blackwater Canyon Road, Rolling Hills,  
CA 90274

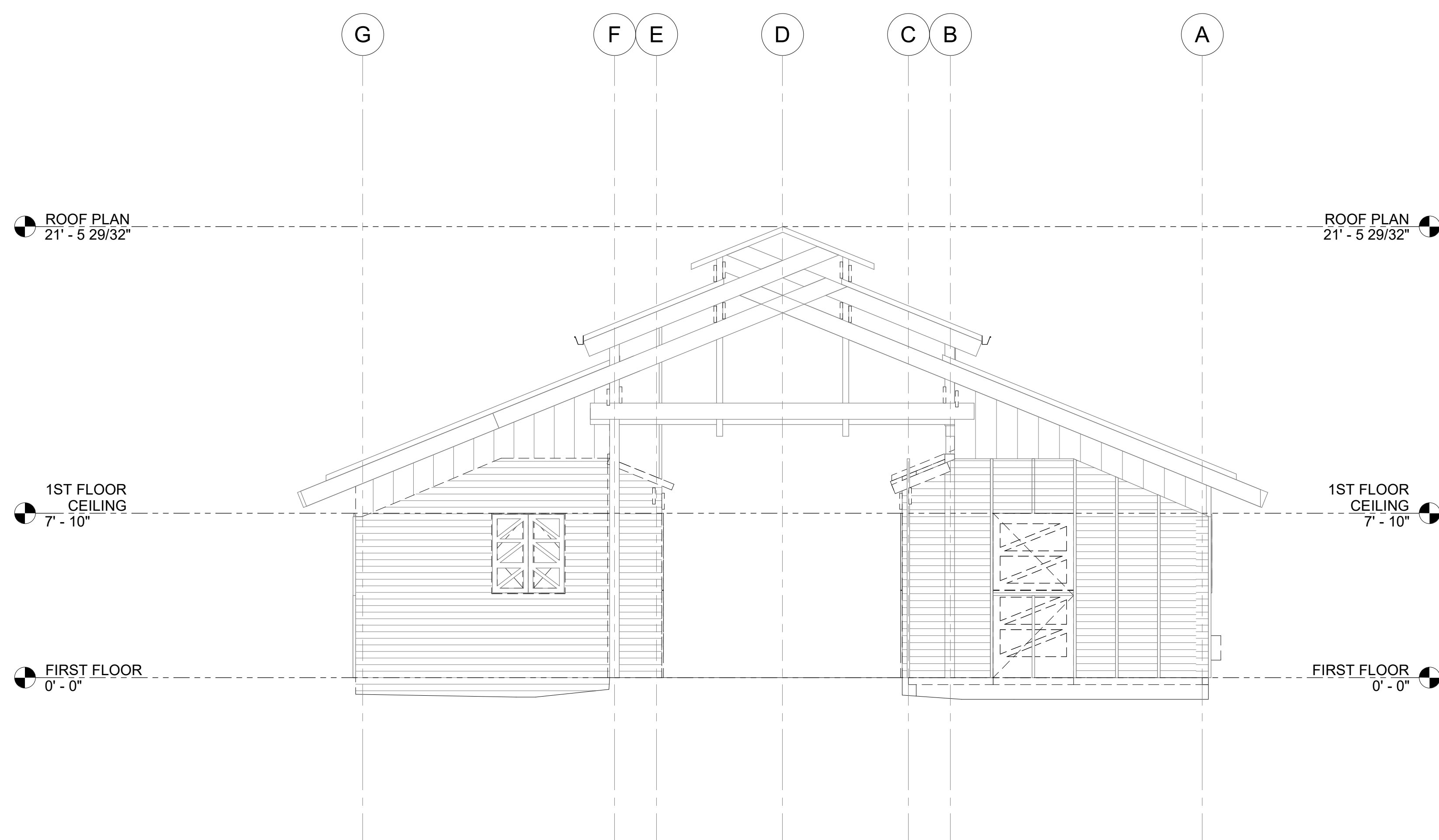
SHEET NAME

## EXISTING ELEVATIONS

PROJECT NO. 20032.01	SCALE @ ARCH E1 1/4" = 1'-0"	CHECKED BY Approver
-------------------------	---------------------------------	------------------------

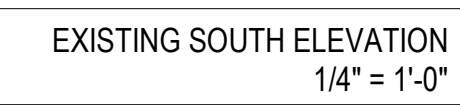
SHEET NO.

A2.02



EXISTING EAST ELEVATION  
1/4" = 1'-0"

6	KEYNOTES
---	----------



1. FINISH MATERIAL POLLUTANT CONTROL: FINISH MATERIALS, INCLUDING ADHESIVES, SEALANTS, CAULKS, AND COMPOSITE WOOD PRODUCTS MUST COMPLY WITH CGBSC 4.504.1-4.504.5. VERIFICATION OF COMPLIANCE MUST BE DOCUMENTED.

KEY PLAN

ARCHITECT'S STAMP

<div><div>PRIVATE RESIDENCE</div></div>	
CLIENT NAME	SERMON RESIDENCE

PROJECT NO. 20032.01	SCALE @ ARCH E1 As indicated	CHECKED BY Approver
SHEET NO. <b>A2.03</b>		



KEYNOTES
----------

7

ISSUE RECORD

A

DATE


REASON FOR ISSUE

BY

PLANNING SUBMITTAL

ALL DRAWINGS AND WRITTEN MATERIAL APPEARING HEREIN CONSTITUTE ORIGINAL AND UNPUBLISHED WORK OF THE ARCHITECT AND MAY NOT BE DUPLICATED, USED, OR DISCLOSED WITHOUT WRITTEN CONSENT OF ARCHITECT. COPYRIGHTED.

KEY PLAN



PROJECT TEAM

MEP ENGINEER

STRUCTURAL ENGINEER

CIVIL ENGINEER

LANDSCAPE ARCHITECT

OTHER CONSULTANT

ARCHITECT'S STAMP

MUL - MAC

ARCHITECTURE & DESIGN

101 N. PACIFIC COAST HWY., STE 301  
EL SEGUNDO, CA 90245

W MUL - MAC.COM  
T (310) 363-1032

PRIVATE RESIDENCE

CLIENT NAME

SERMON RESIDENCE

STABLE & SPORTS COURT

15 Upper Blackwater Canyon Road, Rolling Hills,  
CA 90274

SHEET NAME

BUILDING SECTIONS

PROJECT NO.

20032.01

SCALE & PROJ E1

1/4" = 1'-0"

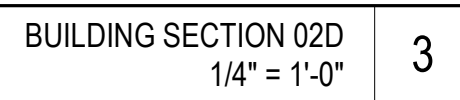
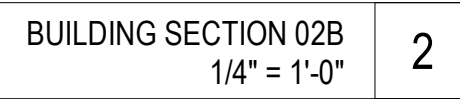
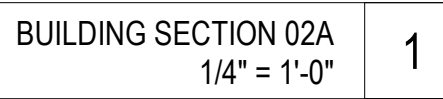
CHECKED BY

Approver

SHEET NO.

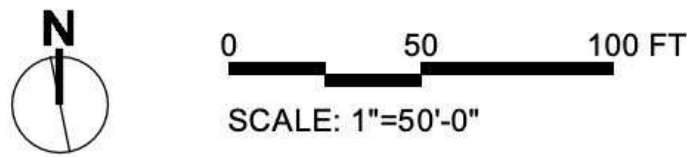
A3.00





A	DATE	REASON FOR ISSUE	BY
<div>ISSUE RECORD</div>			
<div>PLANNING SUBMITTAL</div>			
<div>ALL DRAWINGS AND WRITTEN MATERIAL APPEARING HEREIN CONSTITUTE ORIGINAL AND UNPUBLISHED WORK OF THE ARCHITECT AND MAY NOT BE DUPLICATED, USED, OR DISCLOSED WITHOUT WRITTEN CONSENT OF ARCHITECT. COPYRIGHTED.</div>			
<div>KEY PLAN</div>			
<div>PROJECT TEAM</div> <div>MEP ENGINEER</div>			
<div>STRUCTURAL ENGINEER</div>			
<div>CIVIL ENGINEER</div>			
<div>LANDSCAPE ARCHITECT</div>			
<div>OTHER CONSULTANT</div>			
<div>ARCHITECT'S STAMP</div>			
<div>MUL - MAC ARCHITECTURE &amp; DESIGN</div> <div>101 N. PACIFIC COAST HWY., STE 301 EL SEGUNDO, CA 90245</div> <div>W MUL - MAC.COM T (310) 363-1032</div>			
<div>PRIVATE RESIDENCE</div>			
<div>CLIENT NAME</div> <div>SERMON RESIDENCE</div>			
<div>STABLE &amp; SPORTS COURT</div>			
<div>15 Upper Blackwater Canyon Road, Rolling Hills, CA 90274</div>			
<div>SHEET NAME</div> <div>BUILDING SECTIONS</div>			
<div>PROJECT NO.</div> <div>20032.01</div>	<div>SCALE &amp; MOVIE</div> <div>1/4" = 1'-0"</div>	<div>CHECKED BY</div> <div>Approver</div>	
<div>SHEET NO.</div> <div>A4.00</div>			





DATE 06/25/2021 ZONING CASE NO. ADDRESS 15 UPPER BLACKWATER CANYON RD ROLLING HILLS, CA 90274

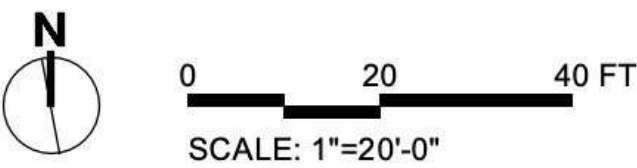
CONCEPTUAL LANDSCAPE PLAN REQUIREMENTS

THE FOLLOWING PROPOSED ELEMENTS MUST BE SHOWN ON THE SITE PLAN SUBMITTED WITH PLANNING APPLICATION

PLANTING AREA		
1. NEW AREA(S) TO BE LANDSCAPED	0	sq. ft
2. EXISTING LANDSCAPING TO BE ALTERED (RE-LANDSCAPED)	5,880	sq. ft
3. TOTAL LANDSCAPING: NEW AND ALTERED AREAS	5,880	sq. ft.

OTHER LANDSCAPE ELEMENTS

4. CHECK OFF ANY OF THE FOLLOWING ELEMENTS THAT MAY BE PROPOSED, AND SHOW LOCATIONS ON PROJECT SITE PLAN:
- |                                      |                                     |
|--------------------------------------|-------------------------------------|
| WATER FEATURE:                       | <input type="checkbox"/>            |
| GARDEN WALL (less than 3-Ft tall)    | <input type="checkbox"/>            |
| SITTING WALL / BENCH                 | <input type="checkbox"/>            |
| WALKWAY OR PATIO                     | <input type="checkbox"/>            |
| TRELLIS, CANOPY OR SIMILAR STRUCTURE | <input checked="" type="checkbox"/> |
| SEE 10' SPORT COURT FENCE            |                                     |







- PLAN LEGEND**
- PROPERTY LINE
  - ROADWAY EASEMENT
  - SET BACK
  - EXISTING CORRAL LOCATION
  - SPORT COURT FENCE

**LANDSCAPE LEGEND**

EXISTING TREES

SHRUBS

Botanical Name	Common Name	Size	Quantity	WUCOLS	Mature Size (Height x Width)
<i>Rhamnus alaternus</i>	Italian Buckthorn	15 gal	32	L	10' x 10'
<i>Heteromeles arbutifolia</i>	Toyon	15 gal	19	VL	8' x 8'
<i>Westringia fruticosa</i> 'Mundi'	Mundi Coast Rosemary	5 gal	76	L	2' x 5'
<i>Ceanothus</i> 'Yankee Point'	California Lilac 'Yankee Point'	5 gal	43	L	2' x 8'

**DESIGN NOTE:** SPORT COURT WILL NOT HAVE LIGHTING

**SOIL NOTES:**

-CONTRACTOR SHALL CONDUCT SOILS TEST AND PROVIDE RESULTS TO LA FOR REVIEW. ALL FERTILIZATION SUGGESTIONS (PRE-PLANT AND POST PLANT) SHALL BE FOLLOWED AND RECEIPTS OF AMENDMENTS PROVIDED TO LA FOR REVIEW & VERIFICATION.

**PLANTING NOTES:**

-100% OF PLANTS SPECIFIED ARE WUCOLS (L) OR (VL).  
-MATERIAL AND LAYOUT OF ALL PLANTS TO BE APPROVED IN FIELD BY LANDSCAPE ARCHITECT.  
-PLACE ALL PLANT MATERIAL IN TRIANGULAR SPACING UNLESS NOTED OTHERWISE.

**MULCH NOTES:**

-A MINIMUM 3-INCH LAYER OF MULCH SHALL BE APPLIED TO ALL EXPOSED SOIL SURFACES OF PLANTING AREAS EXCEPT TURF AREAS, CREEPING OR ROOTING GROUNDCOVERS, OR DIRECT SEEDING APPLICATIONS WHERE MULCH IS CONTRAINDICATED.

**BACKFILL MIX:**

-FOR SOILS LESS THAN 6% ORGANIC MATTER IN THE TOP 6 INCHES OF SOIL, COMPOST AT A RATE OF A MINIMUM OF FOUR CUBIC YARDS PER 1,000 SQUARE FEET OF PERMEABLE AREA SHALL BE INCORPORATED TO A DEPTH OF SIX INCHES INTO THE SOIL.

**LANDSCAPE IRRIGATION WATER EFFICIENT LANDSCAPE ORDINANCE SUPPLEMENT INFORMATION:**

I AGREE TO COMPLY WITH THE REQUIREMENTS OF THE WATER CONSERVATION IN LANDSCAPING ORDINANCE AND SUBMIT A COMPLETE LANDSCAPE DOCUMENTATION PACKAGE.

I HAVE COMPLIED WITH THE CRITERIA IN MWEL0 AND APPLIED THEM FOR THE EFFICIENT USE OF WATER IN THE LANDSCAPE DESIGN PLAN

*[Signature]*  
(Signature)

06/25/21  
(Date)



2 ELEVATION  
1/16"=1'-0"

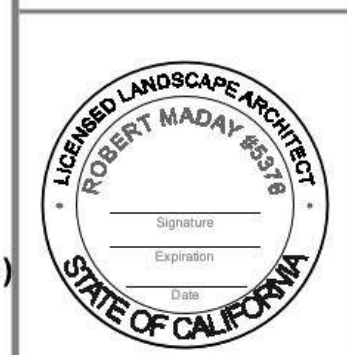
50'  
TO 13 UPPER BLACKWATER CANYON ROAD

1 SECTION ELEVATION  
1/8"=1'-0"



**SPORT COURT EXHIBIT & PLANTING PLAN**

Bosky Landscape Architecture  
E: (805) 845-3251  
F: (805) 845-3251  
www.boskyland.com



**BLACKWATER RESIDENCE**  
15 Upper Blackwater Canyon Rd  
Rolling Hills, CA 90274

DATE: 06.25.2021  
DRAWN BY:  
CHECKED BY:  
PROJECT #: 2108

REVS / SUBS  
NO. DESCRIPTION



Hydrozone No.	Description	WUCOLS Type
1	Shrubs	Low



HYDROZONE LABELS/NUMBERS CORRESPOND TO VALVE # DESIGNATIONS

Regular Landscape Area	
Total ETAFx Area	1,117.2
Total Area	5,880
<b>Sitewide ETAF</b>	0.19





## *City of Rolling Hills*

INCORPORATED JANUARY 24, 1957

**Agenda Item No.: 7.A**

**Mtg. Date: 06/28/2021**

**TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL**

**FROM: TERRY SHEA, FINANCE DIRECTOR**

**THRU: ELAINE JENG P.E., CITY MANAGER**

**SUBJECT: PUBLIC HEARING AND CONSIDERATION OF RESOLUTION NO. 1281 ADOPTING THE 2021/2022 FISCAL YEAR BUDGET AND RESOLUTION NO. 1282 ESTABLISHING THE ANNUAL APPROPRIATIONS GANN LIMIT FOR THE CITY OF ROLLING HILLS.**

**DATE: June 28, 2021**

---

### **BACKGROUND:**

On May 24, 2021 the City Council held a budget workshop to review the draft proposed 2021/22 budget which was reviewed by the City Council Finance/Budget/Audit committee on May 19, 2021. The Proposed FY 2020/21 Budget was reviewed in detail.

- City Council reviewed the General Fund FY 2021/22 draft proposed budget as presented.
- City Council reviewed the Other Funds FY 2021/22 draft proposed budget as presented.

The budget serves as the City's roadmap for allocating resources. The budget is a resource allocation plan for providing city services and achieving the priorities and goals that serve residents and the public. Importantly, the budget also represents the projections necessary for managing and monitoring annual revenue and expenditures in a fiscally responsible manner. The preparation of the fiscal year (FY) involves numerous steps.

The steps in the budget process, to date, have included:

1. January 11, 2021 – City Council received, reviewed and approved the FY 2021/22 budget calendar.
2. March 22, 2021 – City Council received and reviewed the FY 2020/21 mid-year budget report and approved the recommended budget adjustments.
3. May 3, 2021 – City Council Finance/Budget/Audit Committee reviewed Financial and Investment Policies; and reviewed and discussed the Schedule of Fees and Charges.
4. May 24, 2021 – City Council reviewed and approved Financial and Investment Policies, Schedule of Fees and Charges.
5. May 19, 2021 - City Council Finance/Budget/Audit Committee reviewed the FY 2021/22 staff

proposed budget.

6. May 24, 2021 – City Council Budget Workshop reviewed Finance/Audit Committee approved FY 2021/22 staff proposed budget.
7. June 28, 2021 City Council public hearing, adoption of the FY 2021/22 budget, and approval of GANN Limit.

## **DISCUSSION:**

In projecting revenues for fiscal year FY 2021/22 using conservative revenue forecasting, staff anticipates the continued resurgence of property values and is proposing a 5% increase in Property Taxes and Motor Vehicle in Lieu Taxes. Staff are projecting an increase in building permit and other fees of \$18,750 over the Fiscal Year 2020-21 Budget. Total projected revenues are down \$10,100 from the Adjusted Fiscal Year 2020-21 Budget. The increase in Property Tax and Motor Vehicle In-Lieu Revenues is being offset by the decrease of \$56,250 of Proposition A Exchange, Interest Income decrease of \$20,000 and CARES Act Revenue of \$50,000.

Concurrently, FY 2021/22 proposed expenditures are projected to be \$678,881 higher than the Fiscal Year 2020/21 Adjusted Budget, because of increased costs, one-time expenses for a new generator of \$250,000, an off-road vehicle of \$20,000 and proposed increases of \$152,000 in Storm Water Management costs.

## **GENERAL FUND**

The FY 2021/21 budget projects \$2,100,300 in revenues in relation to \$3,084,599 in expenditures resulting in a deficit of \$984,299 before transfers and a deficit of \$1,217,499 after transfers. FY 2021-22 revenues are based on the following assumptions.

FY 2021/22 property taxes are projected to be \$59,500 or 5.0% higher and building activity will be \$300,000 which is approximately \$20,000 more than FY 2020/21. The City will also be providing its residents a reprieve from the annual increase it imposes each July 1<sup>st</sup> for its Refuse Collection. This will equate to a \$232.41 savings for each resident in its annual rate and cost the City \$159,200 from its Refuse Collection Fund. The City will include a transfer to the Refuse Fund for the General Fund to offset this absorbed increase.

FY 2021/22 proposed expenditures before transfers are \$678,881 or 28.22% higher than the FY 2020/21 adjusted budget. The highlights of each Department are listed below:

- The differences in the City Administration Department are an increase in Salaries, as well as Benefits due to a change in where the annual PERS unfunded Liability is charged. Also, included are one-time costs of \$45,000 for records management.
- For the Finance Department there is a projected decrease of \$5,553.
- For Planning and Development, the main differences are an increase of \$152,000 for Storm Water Management and \$53,000 in legal costs.
- For Law Enforcement there is a projected increase of 3%, but an overall decrease of \$12,405 to the General Fund as the additional costs will be offset by the COPS Fund.
- For the Non-Departmental Department there is an increase in proposed expenditures of \$132,020. Part of the increase is \$16,000 for a change in where the Community Organization support are being recorded, in prior years they were in the Community Development Fund. Also, an increase of \$20,000 for the Block Captain events and training and \$87,000 for the PVP Land Conservancy.
- For the City Properties Department there is an increase in proposed expenditures of \$281,773.

This is made up of \$250,000 for a new generator (one-time cost), \$16,963 in increased Repairs and Maintenance costs and \$15,000 in increased Area Landscaping.

### **Other Funds**

The other City Funds are similar to prior years. Of note:

1. Community Facilities Fund - annually, the City asks Caballeros, the Tennis Club and the Women's Club if it has programs for which it would like to request City funding. Each club gave a formal request and for FY 21-22 staff budgeted these requests in the General Fund for the following: \$5,000 (Caballeros), and \$5,000 (Women's Club) for programs and \$5,000 for annual Tennis Maintenance Expense.
2. The Refuse Fund includes a transfer to the General Fund of (\$24,000). This transfer includes (\$12,000) for the administration of refuse services and (\$12,000) to cover staff time and costs associated with administering the storm water management program. Also, the City will be providing its residents a reprieve from the annual COLA it imposes each July 1<sup>st</sup> for its Refuse Collection and the annual General Fund subsidy is \$159,200.
3. The Traffic Safety Fund includes \$10,000 for other work outside of the annual striping. The General Fund will be budgeting a transfer of \$10,000 to the Traffic Safety Fund in FY 2021-22.
4. The COPS Fund revenues are projected to be \$160,000. Program Expenditures will be \$160,000 to cover a portion of the 2021/22 LA County Sheriff's Department law enforcement services and will cover the supplemental hours for Traffic Enforcement estimated to be \$13,200 in FY 2021-22.
5. The Utility Fund includes \$763,638 in design and construction costs for the Crest Road East Utility Undergrounding Grant Project. The project will be covered by Grant Funds and Rule 20A Funds from Edison.
6. The Capital Projects Fund will budget \$300,000 for Tennis Court Improvements. The General Fund will be transferring \$88,000 to the Capital Projects Fund in FY 2020/21 for this Project.
7. The Transit Funds for Proposition A and for Proposition C are projected to receive \$69,500, for FY 21-22 there is no gifting or exchanging of funds. For Measure R and Measure M there are no proposed expenditures or gifting as the City is accumulating these funds for the future parking lot project, estimated revenues are \$24,000 and \$26,500, respectively.
8. For the Measure W Fund the City is projecting income of \$110,000 and we are proposing an expenditure for Storm Water Management of \$38,750.
9. For the Measure A Fund the City is projecting income of \$26,100 with no proposed expenditures for Fiscal Year 2021/22.

As required by law, notice of this public hearing was posted and advertised. In addition, as is the City's practice, this hearing was referenced in the draft agenda included in the City newsletter published prior to this meeting and the agenda was emailed to residents who subscribe to the City's list serve.

The overall financial position of the City's General Fund remains strong with a projected year-end Unassigned Fund Balance of \$4,291,809 at June 30, 2022. The City staff works diligently on providing outstanding government services that will keep the quality of life good for the residents of Rolling Hills. It is now recommended that the City Council hold a public hearing and adopt the budget and appropriations limit as proposed. If changes in the budget are necessary during the fiscal year, staff will return to the City Council for consideration and approval of the modifications.

### **FISCAL IMPACT:**

The Fiscal Impact by Fund for the proposed FY 2021/22 Budget is as follows:

<u>Fund</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>Transfers In(Out)</u>	<u>Fiscal Impact</u>
General	\$ 2,100,300	\$ (3,084,599)	\$ (233,200)	\$ (1,217,499)
Community Facilities	-	-	-	-
Self-Insurance	-	-	-	-
Refuse Collections	777,500	(912,700)	135,200	-
Traffic Safety	-	(10,000)	10,000	-
Transit Prop A	38,600	-	-	38,600
Transit Prop C	32,150	-	-	32,150
Transit Measure R	25,100	-	-	25,100
Transit Measure M	27,600	-	-	27,600
COPS	160,000	(160,000)	-	-
CLEP	50	(1,100)	-	(1,050)
Capital Projects	-	(300,000)	88,000	(212,000)
Measure W	110,900	(38,750)	-	72,150
Measure A	27,000	-	-	27,000
Utility Fund	763,638	(763,638)	-	-
	<u>\$ 4,062,838</u>	<u>\$ (5,270,787)</u>	<u>\$ -</u>	<u>\$(1,207,949)</u>

#### **RECOMMENDATION:**

Upon the conclusion of the public hearing, staff recommends that the City Council adopt the Fiscal Year 2021-2022 Budget for all the City's Funds and the Annual Appropriations Limit.

#### **ATTACHMENTS:**

[Fiscal Year 2021-22 Proposed Budget.pdf](#)  
[General Fund Historical Revenue & Expenditure Trends.pdf](#)  
[Graph Historical Revenue & Expenditure Trends.pdf](#)  
[ResolutionNo 1281 FY\\_2021-22-AdoptedBudget.docx](#)  
[ResolutionNo1282 FY\\_2021-22-AppropLimit.docx](#)  
[SUPPLEMENTAL - CIP\\_3Years\\_2021-June-28.pdf](#)



**CITY OF ROLLING HILLS**  
**GENERAL FUND REVENUES & EXPENDITURES**  
**HISTORICAL ACTUAL - FY 2019/20**  
**CURRENT TREND - FY 2020/21**  
**PROPOSED BUDGET - FY 2021/22**

\*\*PROPOSED 06/28/21\*\*

	<b>HISTORICAL ACTUAL FY 19/20</b>	<b>ADJUSTED ANNUAL BUDGET FY 20/21</b>	<b>PROJECTED FY 20/21</b>	<b>Favorable (unfavorable) BUDGET FY 20/21</b>	<b>PROPOSED BUDGET FY 21/22</b>
<b>GENERAL FUND REVENUES SUMMARY</b>					
<b>BEGINNING FUND BALANCE</b>	<b>\$ 5,795,780</b>	<b>\$ 5,620,298</b>	<b>\$ 5,620,298</b>	<b>\$ -</b>	<b>\$ 5,509,308</b>
<b>GENERAL FUND REVENUES</b>					
TAXES	\$ 1,253,224	\$ 1,228,600	\$ 1,316,304	\$ 87,704	\$ 1,294,800
OTHER AGENCIES	226,033	282,500	320,127	37,627	266,100
LICENSES & PERMITS	391,035	321,550	308,535	(13,015)	337,900
USE OF PROPERTY & MONEY	284,472	168,000	119,590	(48,410)	148,000
EXCHANGE FUNDS	-	56,250	56,250	-	-
OTHER REVENUES	17,456	53,500	42,018	(11,482)	53,500
<b>TOTAL REVENUES</b>	<b>\$ 2,172,220</b>	<b>\$ 2,110,400</b>	<b>\$ 2,162,825</b>	<b>\$ 52,425</b>	<b>\$ 2,100,300</b>
<b>TOTAL GENERAL FUND REVENUES</b>					
<b>GENERAL FUND EXPENDITURES SUMMARY BY DEPARTMENT</b>					
<b>01 CITY ADMINISTRATION</b>					
EMPLOYEE SALARIES	\$ 333,768	\$ 435,100	\$ 301,068	\$ 134,032	\$ 429,100
EMPLOYEE BENEFITS	154,091	190,000	156,694	33,306	219,826
<b>TOTAL PERSONNEL</b>	<b>487,859</b>	<b>625,100</b>	<b>457,762</b>	<b>167,338</b>	<b>648,926</b>
MATERIALS & SUPPLIES	102,922	143,500	95,260	48,240	138,230
CONTRACTUAL SERVICES	169,922	213,200	258,215	(45,015)	261,400
CAPITAL OUTLAY	-	-	3,117	(3,117)	-
<b>01 TOTAL CITY ADMINISTRATION</b>	<b>\$ 760,703</b>	<b>\$ 981,800</b>	<b>\$ 814,356</b>	<b>\$ 167,444</b>	<b>\$ 1,048,556</b>
<b>05 FINANCE</b>					
MATERIALS & SUPPLIES	333	2,100	-	2,100	200
CONTRACTUAL SERVICES	116,965	120,783	119,024	1,759	117,130
CAPITAL OUTLAY	-	-	-	-	-
<b>05 TOTAL FINANCE</b>	<b>\$ 117,298</b>	<b>\$ 122,883</b>	<b>\$ 119,024</b>	<b>\$ 3,859</b>	<b>\$ 117,330</b>

**CITY OF ROLLING HILLS**  
**GENERAL FUND REVENUES & EXPENDITURES**  
**HISTORICAL ACTUAL - FY 2019/20**  
**CURRENT TREND - FY 2020/21**  
**PROPOSED BUDGET - FY 2021/22**

\*\*PROPOSED 06/28/21\*\*

	<b>HISTORICAL ACTUAL FY 19/20</b>	<b>ADJUSTED ANNUAL BUDGET FY 20/21</b>	<b>PROJECTED FY 20/21</b>	<b>Favorable (unfavorable) BUDGET FY 20/21</b>	<b>PROPOSED BUDGET FY 21/22</b>
<b>15 PLANNING &amp; DEVELOPMENT</b>					
EMPLOYEE SALARIES	\$ 223,819	\$ 212,450	\$ 207,638	\$ 4,812	\$ 237,200
EMPLOYEE BENEFITS	66,012	72,950	66,680	6,270	75,440
<b>TOTAL PERSONNEL</b>	<b>289,831</b>	<b>285,400</b>	<b>274,318</b>	<b>11,082</b>	<b>312,640</b>
MATERIALS & SUPPLIES	2,563	12,600	2,174	10,426	8,850
CONTRACTUAL SERVICES	517,011	544,400	502,275	42,125	712,800
CAPITAL OUTLAY	-	2,000	-	2,000	26,400
<b>15 TOTAL PLANNING &amp; DEVELOPMENT</b>	<b>\$ 809,405</b>	<b>\$ 844,400</b>	<b>\$ 778,767</b>	<b>\$ 65,633</b>	<b>\$ 1,060,690</b>
<b>25 LAW ENFORCEMENT</b>	<b>\$ 219,615</b>	<b>\$ 291,785</b>	<b>\$ 245,167</b>	<b>\$ 46,618</b>	<b>\$ 279,380</b>
<b>65 NON-DEPARTMENT</b>	<b>\$ 33,658</b>	<b>\$ 97,350</b>	<b>\$ 54,077</b>	<b>\$ 43,273</b>	<b>\$ 229,370</b>
<b>75 CITY PROPERTIES</b>	<b>\$ 68,110</b>	<b>\$ 67,500</b>	<b>\$ 73,437</b>	<b>\$ (5,937)</b>	<b>\$ 349,273</b>
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>\$ 2,008,789</b>	<b>\$ 2,405,718</b>	<b>\$ 2,084,828</b>	<b>\$ 320,890</b>	<b>\$ 3,084,599</b>
<b>NET REVENUES BEFORE TRANSFERS</b>	<b>\$ 163,431</b>	<b>\$ (295,318)</b>	<b>\$ 77,997</b>	<b>\$ 373,315</b>	<b>\$ (984,299)</b>
<b>TRANSFERS</b>	<b>\$ (338,913)</b>	<b>\$ (234,402)</b>	<b>\$ (188,987)</b>	<b>\$ 45,415</b>	<b>\$ (233,200)</b>
<b>NET REVENUE(DEFICIT) AFTER TRANSFERS</b>	<b>\$ (175,482)</b>	<b>\$ (529,720)</b>	<b>\$ (110,990)</b>	<b>\$ 418,730</b>	<b>\$ (1,217,499)</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 5,620,298</b>	<b>\$ 5,090,578</b>	<b>\$ 5,509,308</b>		<b>\$ 4,291,809</b>

**GENERAL FUND EXPENDITURES SUMMARY BY ACCOUNT CATEGORY**

	<b>HISTORICAL ACTUAL FY 19/20</b>	<b>ADJUSTED ANNUAL BUDGET FY 20/21</b>	<b>PROJECTED FY 20/21</b>	<b>Favorable (unfavorable) BUDGET FY 20/21</b>	<b>PROPOSED BUDGET FY 21/22</b>
EMPLOYEE SALARIES	\$ 557,587	\$ 647,550	\$ 508,706	\$ 138,844	\$ 666,300
EMPLOYEE BENEFITS	220,103	262,950	223,374	39,576	295,266
<b>TOTAL PERSONNEL</b>	<b>777,690</b>	<b>910,500</b>	<b>732,080</b>	<b>178,420</b>	<b>961,566</b>
MATERIALS & SUPPLIES	108,418	187,300	104,934	82,366	192,380
CONTRACTUAL SERVICES	891,292	973,483	979,812	(6,329)	1,220,863
LAW ENFORCEMENT	219,615	291,785	245,168	46,617	279,380
COMMUNITY PROMOTIONS	11,774	40,650	19,716	20,934	154,010
CAPITAL OUTLAY	-	2,000	3,117	(1,117)	276,400
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>\$ 2,008,788</b>	<b>\$ 2,405,718</b>	<b>\$ 2,084,828</b>	<b>\$ 320,891</b>	<b>\$ 3,084,599</b>

**CITY OF ROLLING HILLS**  
**GENERAL FUND REVENUES & EXPENDITURES**  
**HISTORICAL ACTUAL - FY 2019/20**  
**CURRENT TREND - FY 2020/21**  
**PROPOSED BUDGET - FY 2021/22**

\*\*PROPOSED 06/28/21\*\*

	<b>HISTORICAL ACTUAL FY 19/20</b>	<b>ADJUSTED ANNUAL BUDGET FY 20/21</b>	<b>PROJECTED FY 20/21</b>	<b>Favorable (unfavorable) BUDGET FY 20/21</b>	<b>PROPOSED BUDGET FY 21/22</b>
<b>GENERAL FUND REVENUES DETAIL</b>					
<b>4001 GENERAL FUND REVENUES</b>					
<b>4001 TAXES:</b>					
401 Property Taxes	\$ 1,201,368	\$ 1,190,300	\$ 1,201,183	\$ 10,883	\$ 1,249,800
405 Sales Tax	3,310	4,800	25,226	20,426	4,800
410 Real Estate Transfer Tax	48,546	33,500	89,896	56,396	40,200
<b>4001 Total</b>	<b>1,253,224</b>	<b>1,228,600</b>	<b>1,316,304</b>	<b>87,704</b>	<b>1,294,800</b>
<b>4030 OTHER AGENCIES</b>					
505 OES Grants	-	-	33,401	33,401	20,000
585 CARES ACT	-	50,000	50,000	-	-
420 Motor Vehicle in Lieu Tax-VLF	226,033	232,500	236,726	4,226	246,100
	<b>226,033</b>	<b>282,500</b>	<b>320,127</b>	<b>37,627</b>	<b>266,100</b>
<b>4050 LICENSES &amp; PERMITS</b>					
440 Building & Other Permit Fees	369,250	281,250	265,764	(15,486)	300,000
450 Variance, Planning & Zoning Fees	6,700	20,000	27,433	7,433	22,000
455 Animal Control Fees	587	1,300	658	(642)	1,000
460 Franchise Fees	14,498	19,000	14,680	(4,320)	14,900
<b>4050 Total</b>	<b>391,035</b>	<b>321,550</b>	<b>308,535</b>	<b>(13,015)</b>	<b>337,900</b>
<b>4060 FINES &amp; VIOLATIONS</b>					
480 Fines & Traffic Violations	14,722	14,300	6,411	(7,889)	14,300
<b>5000 USE OF PROPERTY &amp; MONEY</b>					
600 City Hall Leasehold RHCA	83,976	68,000	68,991	991	68,000
670 Interest Earned	200,496	100,000	50,599	(49,401)	80,000
<b>5000 Total</b>	<b>284,472</b>	<b>168,000</b>	<b>119,590</b>	<b>(48,410)</b>	<b>148,000</b>
<b>6500 EXCHANGE FUNDS</b>					
620 Proposition A	-	56,250	56,250	-	-
<b>6700 OTHER REVENUE</b>					
650 Public Safety Augmentation Fund	1,000	800	1,007	207	800
655 Burglar Alarm Responses	1,400	600	600	-	600
675 Miscellaneous	334	37,800	34,000	(3,800)	37,800
<b>6700 Total</b>	<b>2,734</b>	<b>39,200</b>	<b>35,607</b>	<b>(3,593)</b>	<b>39,200</b>
<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$ 2,172,220</b>	<b>\$ 2,110,400</b>	<b>\$ 2,162,825</b>	<b>\$ 52,425</b>	<b>\$ 2,100,300</b>

**CITY OF ROLLING HILLS**  
**GENERAL FUND REVENUES & EXPENDITURES**  
**HISTORICAL ACTUAL - FY 2019/20**  
**CURRENT TREND - FY 2020/21**  
**PROPOSED BUDGET - FY 2021/22**

\*\*PROPOSED 06/28/21\*\*

		HISTORICAL ACTUAL FY 19/20	ADJUSTED ANNUAL BUDGET FY 20/21	PROJECTED FY 20/21	Favorable (unfavorable) BUDGET FY 20/21	PROPOSED BUDGET FY 21/22
<b>GENERAL FUND EXPENDITURES DETAIL BY DEPARTMENT</b>						
<b>01</b>	<b>GENERAL FUND EXPENDITURES CITY ADMINISTRATION</b>					
<b>7001</b>	<b>Employee Salaries</b>					
<b>702</b>	Salaries Full Time	\$ 333,333	\$ 424,600	\$ 301,068	\$ 123,532	\$ 418,600
<b>703</b>	Salaries Part Time	435	10,500	-	-	10,500
<b>7001</b>	<b>Total</b>	<b>333,768</b>	<b>435,100</b>	<b>301,068</b>	<b>134,032</b>	<b>429,100</b>
<b>7005</b>	<b>Employee Benefits</b>					
<b>710</b>	Retirement CalPERS - Employer	51,501	72,400	65,246	7,154	29,000
<b>710</b>	Retirement CalPERS - Employer Unfunded Liab.	-	-	-	-	59,026
<b>715</b>	Workers Compensation Insurance	7,776	7,700	7,889	(189)	7,700
<b>716</b>	Group Insurance	39,670	47,600	27,132	20,468	55,000
<b>717</b>	Retiree Medical	30,049	30,300	33,283	(2,983)	30,300
<b>718</b>	Employer Payroll Taxes	22,695	26,800	17,104	9,696	28,400
<b>719</b>	Deferred Compensation	-	2,000	1,641	359	4,300
<b>XXX</b>	Phone Allowance	-	-	1,200	(1,200)	1,300
<b>720</b>	Auto Allowance	2,400	3,200	3,200	-	4,800
<b>7005</b>	<b>Total</b>	<b>154,091</b>	<b>190,000</b>	<b>156,694</b>	<b>33,306</b>	<b>219,826</b>
<b>7500</b>	<b>Materials &amp; Supplies</b>					
<b>740</b>	Office Supplies & Expense	25,785	60,000	44,667	15,333	38,040
<b>745</b>	Equipment Leasing Costs	7,075	4,100	5,169	(1,069)	14,850
<b>750</b>	Dues & Subscriptions	11,369	11,300	11,105	195	15,240
<b>755</b>	Conference Expense	5,041	10,000	325	9,675	10,000
<b>757</b>	Meeting Expense	2,630	2,000	998	1,002	2,000
<b>759</b>	Training & Education	3,100	2,000	-	2,000	5,000
<b>761</b>	Auto Mileage	416	500	151	349	500
<b>765</b>	Postage	15,258	15,000	16,613	(1,613)	20,000
<b>770</b>	Telephone	6,510	6,100	6,111	(11)	5,700
<b>775</b>	City Council Expense	5,181	10,000	875	9,125	10,000
<b>780</b>	Minutes Clerk Meetings	4,960	6,000	4,562	1,438	6,000
<b>785</b>	Codification	10,117	5,000	1,100	3,900	5,000
<b>790</b>	Advertising	-	1,500	825	675	1,000
<b>795</b>	Other General Administrative Expense	5,480	10,000	2,760	7,240	4,900
<b>7500</b>	<b>Total</b>	<b>102,922</b>	<b>143,500</b>	<b>95,260</b>	<b>48,240</b>	<b>138,230</b>
<b>8000</b>	<b>Contractual Services</b>					
<b>801</b>	City Attorney	81,950	90,000	88,006	1,994	91,000
<b>802</b>	Legal Expenses - Other	-	3,000	1,000	2,000	3,000
<b>820</b>	Website	13,019	6,000	31,408	(25,408)	6,000
<b>850</b>	Election Expense City Council	314	30,000	28,633	1,367	-
<b>890</b>	Consulting Fees	74,639	84,200	109,168	(24,968)	161,400
<b>8000</b>	<b>Total</b>	<b>169,922</b>	<b>213,200</b>	<b>258,215</b>	<b>(45,015)</b>	<b>261,400</b>
<b>9000</b>	<b>Capital Outlay</b>					
<b>950</b>	Capital Outlay - Equipment	-	-	3,117	(3,117)	-
<b>9000</b>	<b>Total</b>	<b>-</b>	<b>-</b>	<b>3,117</b>	<b>(3,117)</b>	<b>-</b>
<b>01</b>	<b>TOTAL CITY ADMINISTRATION</b>	<b>\$ 760,703</b>	<b>\$ 981,800</b>	<b>\$ 814,356</b>	<b>\$ 167,444</b>	<b>\$ 1,048,556</b>

**CITY OF ROLLING HILLS**  
**GENERAL FUND REVENUES & EXPENDITURES**  
**HISTORICAL ACTUAL - FY 2019/20**  
**CURRENT TREND - FY 2020/21**  
**PROPOSED BUDGET - FY 2021/22**

\*\*PROPOSED 06/28/21\*\*

		<b>HISTORICAL ACTUAL FY 19/20</b>	<b>ADJUSTED ANNUAL BUDGET FY 20/21</b>	<b>PROJECTED FY 20/21</b>	<b>Favorable (unfavorable) BUDGET FY 20/21</b>	<b>PROPOSED BUDGET FY 21/22</b>
<b>05</b>	<b>FINANCE</b>					
<b>7500</b>	<b>Materials &amp; Supplies</b>					
<b>750</b>	Dues & Subscriptions	\$ 333	\$ 2,100	\$ -	\$ 2,100	\$ 200
<b>7500</b>	<b>Total</b>	<b>333</b>	<b>2,100</b>	<b>-</b>	<b>2,100</b>	<b>200</b>
<b>8000</b>	<b>Contractual Services</b>					
<b>810</b>	Annual Audit	16,780	17,100	17,110	(10)	17,630
<b>890</b>	Consulting Fees	100,185	103,683	101,914	1,769	99,500
<b>8000</b>	<b>Total</b>	<b>116,965</b>	<b>120,783</b>	<b>119,024</b>	<b>1,759</b>	<b>117,130</b>
<b>9000</b>	<b>Capital Outlay</b>					
<b>950</b>	Capital Outlay - Equipment	-	-	-	-	-
<b>9000</b>	<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>05</b>	<b>TOTAL FINANCE</b>	<b>\$ 117,298</b>	<b>\$ 122,883</b>	<b>\$ 119,024</b>	<b>\$ 3,859</b>	<b>\$ 117,330</b>
<b>15</b>	<b>PLANNING &amp; DEVELOPMENT</b>					
<b>7001</b>	<b>Employee Salaries</b>					
<b>702</b>	Salaries Full Time	\$ 215,590	\$ 196,700	\$ 175,281	\$ 21,419	\$ 202,200
<b>703</b>	Salaries Part Time	8,229	15,750	32,357	(16,607)	35,000
<b>7001</b>	<b>Total</b>	<b>223,819</b>	<b>212,450</b>	<b>207,638</b>	<b>4,812</b>	<b>237,200</b>
<b>7005</b>	<b>Employee Benefits</b>					
<b>710</b>	Retirement CalPERS - Employer	28,668	33,800	33,512	288	17,750
<b>715</b>	Workers Compensation Insurance	3,839	3,800	3,285	515	3,800
<b>716</b>	Group Insurance	14,202	16,200	14,415	1,785	30,900
<b>718</b>	Employer Payroll Taxes	16,350	16,750	14,068	2,682	18,790
<b>719</b>	Deferred Compensation	1,103	-	-	-	1,200
	Phone Allowance	-	-	600	(600)	600
<b>720</b>	Auto Allowance	1,850	2,400	800	1,600	2,400
<b>7005</b>	<b>Total</b>	<b>66,012</b>	<b>72,950</b>	<b>66,680</b>	<b>6,270</b>	<b>75,440</b>
<b>7500</b>	<b>Materials &amp; Supplies</b>					
<b>758</b>	Planning Commission Meeting	1,036	3,000	1,655	1,345	-
<b>776</b>	Miscellaneous Expenses	250	2,000	519	1,481	2,000
<b>750</b>	Dues & Subscriptions	-	600	-	-	850
<b>755</b>	Conference Expense	1,277	5,000	-	-	5,000
<b>759</b>	Training & Education	-	2,000	-	-	1,000
<b>7500</b>	<b>Total</b>	<b>2,563</b>	<b>12,600</b>	<b>2,174</b>	<b>10,426</b>	<b>8,850</b>
<b>8000</b>	<b>Contractual Services</b>					
<b>872</b>	Property Development - Legal Expense	29,017	67,000	67,857	(857)	100,000
<b>878</b>	Build Inspection LA County/Willdan	197,815	150,000	146,506	3,494	150,000
<b>881</b>	Storm Water Management	113,945	124,000	117,753	6,247	275,800
<b>882</b>	Variance & CUP Expense	6,859	7,000	11,387	(4,387)	7,000
<b>884</b>	Special Project Study & Consultant	169,375	196,400	158,772	37,628	180,000
<b>8000</b>	<b>Total</b>	<b>517,011</b>	<b>544,400</b>	<b>502,275</b>	<b>42,125</b>	<b>712,800</b>
<b>9000</b>	<b>Capital Outlay</b>					
<b>950</b>	Capital Outlay - Equipment	-	2,000	-	2,000	26,400
<b>9000</b>	<b>Total</b>	<b>-</b>	<b>2,000</b>	<b>-</b>	<b>2,000</b>	<b>26,400</b>
<b>15</b>	<b>TOTAL PLANNING &amp; DEVELOPMENT</b>	<b>\$ 809,405</b>	<b>\$ 844,400</b>	<b>\$ 778,767</b>	<b>\$ 65,633</b>	<b>\$ 1,060,690</b>

**CITY OF ROLLING HILLS**  
**GENERAL FUND REVENUES & EXPENDITURES**  
**HISTORICAL ACTUAL - FY 2019/20**  
**CURRENT TREND - FY 2020/21**  
**PROPOSED BUDGET - FY 2021/22**

\*\*PROPOSED 06/28/21\*\*

		<b>HISTORICAL ACTUAL FY 19/20</b>	<b>ADJUSTED ANNUAL BUDGET FY 20/21</b>	<b>PROJECTED FY 20/21</b>	<b>Favorable (unfavorable) BUDGET FY 20/21</b>	<b>PROPOSED BUDGET FY 21/22</b>
<b>25</b>	<b>LAW ENFORCEMENT</b>					
<b>8200</b>	<b>Law Enforcement</b>					
<b>830</b>	Law Enforcement	\$ 197,275	\$ 232,785	\$ 224,439	\$ 8,346	\$ 220,380
<b>833</b>	Other Law Enforcement Expenses	1,221	3,000	2,272	728	3,000
<b>837</b>	Wild Life Management & Pest Control	16,445	50,000	12,562	37,438	50,000
<b>838</b>	Animal Control Expense	4,674	6,000	5,895	105	6,000
<b>8200</b>	<b>Total</b>	<b>219,615</b>	<b>291,785</b>	<b>245,168</b>	<b>46,617</b>	<b>279,380</b>
<b>25</b>	<b>TOTAL LAW ENFORCEMENT</b>	<b>\$ 219,615</b>	<b>\$ 291,785</b>	<b>\$ 245,167</b>	<b>\$ 46,618</b>	<b>\$ 279,380</b>
<b>65</b>	<b>NON-DEPARTMENT</b>					
<b>7500</b>	<b>Materials &amp; Supplies</b>					
<b>901</b>	South Bay Community Organization	\$ 2,600	\$ 4,100	\$ 2,500	\$ 1,600	\$ 20,100
<b>985</b>	Contingency	-	25,000	5,000	20,000	25,000
<b>7500</b>	<b>Total</b>	<b>2,600</b>	<b>29,100</b>	<b>7,500</b>	<b>21,600</b>	<b>45,100</b>
<b>8000</b>	<b>Contractual Services</b>					
<b>895</b>	Insurance & Bond Expense	<b>19,284</b>	<b>27,600</b>	<b>26,861</b>	<b>739</b>	<b>30,260</b>
<b>8500</b>	<b>Community Promotion</b>					
<b>915</b>	Community Recognition	7,154	11,000	581	10,419	16,000
<b>916</b>	Civil Defense Expense	627	650	-	650	650
<b>917</b>	Emergency Preparedness	3,993	29,000	19,135	9,865	137,360
<b>8500</b>	<b>Total</b>	<b>11,774</b>	<b>40,650</b>	<b>19,716</b>	<b>20,934</b>	<b>154,010</b>
<b>65</b>	<b>TOTAL NON-DEPARTMENT</b>	<b>\$ 33,658</b>	<b>\$ 97,350</b>	<b>\$ 54,077</b>	<b>\$ 43,273</b>	<b>\$ 229,370</b>
<b>75</b>	<b>CITY PROPERTIES</b>					
<b>8000</b>	<b>Contractual Services</b>					
<b>925</b>	Utilities	\$ 29,254	\$ 34,000	\$ 33,290	\$ 710	\$ 33,810
<b>930</b>	Repairs & Maintenance	23,637	20,000	20,067	(67)	36,963
<b>932</b>	Area Landscaping	15,219	13,500	20,080	(6,580)	28,500
<b>8000</b>	<b>Total</b>	<b>68,110</b>	<b>67,500</b>	<b>73,437</b>	<b>(5,937)</b>	<b>99,273</b>
<b>9000</b>	<b>Capital Outlay</b>					
<b>946</b>	Building & Equipment	-	-	-	-	250,000
<b>9000</b>	<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>250,000</b>
<b>75</b>	<b>TOTAL CITY PROPERTIES</b>	<b>\$ 68,110</b>	<b>\$ 67,500</b>	<b>\$ 73,437</b>	<b>\$ (5,937)</b>	<b>\$ 349,273</b>
	<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>\$ 2,008,789</b>	<b>\$ 2,405,718</b>	<b>\$ 2,084,828</b>	<b>\$ 320,890</b>	<b>\$ 3,084,599</b>
	<b>NET REVENUES BEFORE TRANSFERS</b>	<b>\$ 163,431</b>	<b>\$ (295,318)</b>	<b>\$ 77,997</b>	<b>\$ 373,315</b>	<b>\$ (984,299)</b>
<b>699</b>	<b>Fund Transfers (OUT) IN</b>					
	Traffic Safety Fund	\$ (99,285)	\$ (20,000)	(5,460)	\$ (14,540)	\$ (10,000)
	Capital Improvement Fund	(263,628)	(169,875)	(150,000)	319,875	(88,000)
	Community Facilities Fund	-	(11,000)	-	11,000	-
	Refuse Collection Fund - Transfer Out	-	(57,527)	(57,527)	115,054	(159,200)
	Refuse Collection Fund - Transfer In	24,000	24,000	24,000	-	24,000
<b>699</b>	<b>Total</b>	<b>\$ (338,913)</b>	<b>\$ (234,402)</b>	<b>\$ (188,987)</b>	<b>\$ 431,389</b>	<b>\$ (233,200)</b>
	<b>NET REVENUE (DEFICIT) AFTER TRANSFERS</b>	<b>\$ (175,482)</b>	<b>\$ (529,720)</b>	<b>\$ (110,990)</b>	<b>\$ 804,704</b>	<b>\$ (1,217,499)</b>

**CITY OF ROLLING HILLS**  
**GENERAL FUND REVENUES & EXPENDITURES**  
**HISTORICAL ACTUAL - FY 2019/20**  
**CURRENT TREND - FY 2020/21**  
**PROPOSED BUDGET - FY 2021/22**

**\*\*PROPOSED 06/28/21\*\***

	<b>HISTORICAL ACTUAL FY 19/20</b>	<b>ADJUSTED ANNUAL BUDGET FY 20/21</b>	<b>PROJECTED FY 20/21</b>	<b>Favorable (unfavorable) BUDGET FY 20/21</b>	<b>PROPOSED BUDGET FY 21/22</b>
<b>FUND BALANCE</b>					
Total to begin	\$ 5,795,780	\$ 5,620,298	\$ 5,620,298		\$ 5,509,308
Total to begin - Adjustment	-	-	-		-
Total to end	<u>\$ 5,620,298</u>	<u>\$ 5,090,578</u>	<u>\$ 5,509,308</u>		<u>\$ 4,291,809</u>

**CITY OF ROLLING HILLS  
COMMUNITY FACILITIES FUND  
HISTORICAL ACTUAL - 2019/20  
CURRENT TREND - FY 2020/21  
PROPOSED BUDGET - FY 2021/22**

	<b>HISTORICAL ACTUAL FY 19/20</b>	<b>ADJUSTED ANNUAL BUDGET FY 20/21</b>	<b>PROJECTED FY 20/21</b>	<b>Favorable (unfavorable) FY 20/21</b>	<b>PROPOSED BUDGET FY 21/22</b>
<b>12 COMMUNITY FACILITIES FUND</b>					
<b>4000 REVENUES</b>					
<b>670 Interest Earned</b>	\$ 277	\$ 100	\$ 100	\$ -	\$ -
<b>Total Revenues</b>	<u>\$ 277</u>	<u>\$ 100</u>	<u>\$ 100</u>	<u>\$ -</u>	<u>\$ -</u>
<b>7000 EXPENDITURES</b>					
<b>933 Equestrian Facilities Maintenance</b>	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ -
<b>938 Tennis Maintenance Expense</b>	-	5,000	5,000	-	-
<b>943 Women's Club</b>	2,341	5,000	5,000	-	-
<b>Total Expenditures</b>	<u>\$ 2,341</u>	<u>\$ 15,000</u>	<u>\$ 10,000</u>	<u>\$ 5,000</u>	<u>\$ -</u>
<b>NET REVENUES BEFORE TRANSFERS</b>	<b>(2,064)</b>	<b>(14,900)</b>	<b>(9,900)</b>	<b>5,000</b>	<b>-</b>
<b>618 Operating Transfer in/out General Fund</b>	-	11,000	11,000	-	-
<b>NET REVENUE(DEFICIT) AFTER TRANSFERS</b>	<u><b>\$ (2,064)</b></u>	<u><b>\$ (3,900)</b></u>	<u><b>\$ 1,100</b></u>	<u><b>\$ 5,000</b></u>	<u><b>\$ -</b></u>
<b>3000 FUND BALANCE</b>					
<b>398 Unassigned Fund Balance Beginning</b>	\$ 11,255	\$ 9,191	\$ 9,191		\$ 10,291
<b>398 Unassigned Fund Balance Ending</b>	<u>9,191</u>	<u>5,291</u>	<u>10,291</u>		<u>10,291</u>
<b>Less Reserves:</b>					
<b>392 Subdivision Quimby Act</b>	-	-	-		-
<b>398 Unassigned Fund Balance Ending</b>	<u>\$ 9,191</u>	<u>\$ 5,291</u>	<u>\$ 10,291</u>		<u>\$ 10,291</u>



**CITY OF ROLLING HILLS**  
**MUNICIPAL SELF INSURANCE FUND**  
**HISTORICAL ACTUAL - 2019/20**  
**CURRENT TREND - FY 2020/21**  
**PROPOSED BUDGET - FY 2021/22**

	<b>HISTORICAL ACTUAL FY 19/20</b>	<b>ADJUSTED ANNUAL BUDGET FY 20/21</b>	<b>PROJECTED FY 20/21</b>	<b>Favorable (unfavorable) FY 20/21</b>	<b>PROPOSED BUDGET FY 21/22</b>
<b>60 MUNICIPAL SELF INSURANCE FUND</b>					
<b>4000 REVENUES</b>					
<b>505</b> Disaster Grants	\$ -	\$ -	\$ -	\$ -	\$ -
<b>510</b> Settlements	-	-	-	-	-
<b>Total Revenues</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>7000 EXPENDITURES</b>					
<b>926</b> Slide Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
<b>801</b> City Attorney	-	3,000	-	3,000	-
<b>Total Expenditures</b>	<u>\$ -</u>	<u>\$ 3,000</u>	<u>\$ -</u>	<u>\$ 3,000</u>	<u>\$ -</u>
<b>NET REVENUES BEFORE TRANSFERS</b>	-	(3,000)	-	3,000	-
<b>618</b> Operating Transfer in/out General Fund	-	-	-	-	-
<b>NET REVENUE(DEFICIT) AFTER TRANSFERS</b>	<u>\$ -</u>	<u>\$ (3,000)</u>	<u>\$ -</u>	<u>\$ 3,000</u>	<u>\$ -</u>
<b>3000 FUND BALANCE</b>					
<b>398</b> Unassigned Fund Balance Beginning	\$ 260,374	\$ 260,374	\$ 260,374		\$ 260,374
<b>398</b> Unassigned Fund Balance Ending	<u>\$ 260,374</u>	<u>\$ 257,374</u>	<u>\$ 260,374</u>		<u>\$ 260,374</u>

**CITY OF ROLLING HILLS  
REFUSE COLLECTION FUND  
HISTORICAL ACTUAL - 2019/20  
CURRENT TREND - FY 2020/21  
PROPOSED BUDGET - FY 2021/22**

	<b>HISTORICAL ACTUAL FY 19/20</b>	<b>ADJUSTED ANNUAL BUDGET FY 20/21</b>	<b>PROJECTED FY 20/21</b>	<b>Favorable (unfavorable) FY 20/21</b>	<b>PROPOSED BUDGET FY 21/22</b>
<b>50 REFUSE COLLECTION FUND</b>					
<b>4000 REVENUES</b>					
665 Service Charges	\$ 789,835	\$ 770,000	\$ 770,000	\$ -	\$ 753,500
441 Construction & Demo Permits	20,154	7,000	25,000	18,000	24,000
<b>Total Revenues</b>	<b>\$ 809,989</b>	<b>\$ 777,000</b>	<b>\$ 795,000</b>	<b>\$ 18,000</b>	<b>\$ 777,500</b>
<b>7000 EXPENDITURES</b>					
815 Refuse Service Contract	\$ 825,084	\$ 905,548	\$ 905,548	\$ -	\$ 912,700
776 Miscellaneous Expense	31,060	-	-	-	-
999 Operating Transfer Out - General Fund	24,000	24,000	24,000	-	24,000
<b>Total Expenditures</b>	<b>\$ 880,144</b>	<b>\$ 929,548</b>	<b>\$ 929,548</b>	<b>\$ -</b>	<b>\$ 936,700</b>
<b>NET REVENUES (DEFICIT) BEFORE TRANSFER</b>	<b>\$ (70,155)</b>	<b>\$ (152,548)</b>	<b>\$ (134,548)</b>	<b>\$ 18,000</b>	<b>\$ (159,200)</b>
618 Operating Transfer in/out General Fund	-	57,527	57,527	-	159,200
<b>NET REVENUE(DEFICIT) AFTER TRANSFER</b>	<b>(70,155)</b>	<b>(95,021)</b>	<b>(77,021)</b>	<b>18,000</b>	<b>-</b>
<b>3000 FUND BALANCE</b>					
398 Unassigned Fund Balance Beginning	\$ 177,521	\$ 107,366	\$ 107,366		\$ 30,345
398 Unassigned Fund Balance Ending	\$ 107,366	\$ 12,345	\$ 30,345		\$ 30,345
<b>Reserves</b>					
392 Committed Fund Balance	-	-			-
398 Unassigned Fund Balance Ending	<b>\$ 107,366</b>	<b>\$ 12,345</b>	<b>\$ 30,345</b>		<b>\$ 30,345</b>

**CITY OF ROLLING HILLS**  
**TRAFFIC SAFETY FUND**  
**HISTORICAL ACTUAL - 2019/20**  
**CURRENT TREND - FY 2020/21**  
**PROPOSED BUDGET - FY 2021/22**

	<b>HISTORICAL ACTUAL FY 19/20</b>	<b>ADJUSTED ANNUAL BUDGET FY 20/21</b>	<b>PROJECTED FY 20/21</b>	<b>Favorable (unfavorable) FY 20/21</b>	<b>PROPOSED BUDGET FY 21/22</b>
<b>13 TRAFFIC SAFETY FUND</b>					
<b>4000 REVENUES</b>					
481 Fines & Forfeitures	\$ -	\$ -	\$ -	\$ -	\$ -
504 STPL Exchange - LACMTA	-	-	-	-	-
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>7000 EXPENDITURES</b>					
927 Road Striping - Delineators - Paving	\$ 94,155	\$ 20,000	\$ 5,460	\$ 14,540	\$ 10,000
928 Traffic Engineering & Survey	5,130	-	-	-	-
929 Road Signs & Miscellaneous Expense	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 99,285</b>	<b>\$ 20,000</b>	<b>\$ 5,460</b>	<b>\$ 14,540</b>	<b>\$ 10,000</b>
<b>NET REVENUES BEFORE TRANSFERS</b>	<b>(99,285)</b>	<b>(20,000)</b>	<b>(5,460)</b>	<b>14,540.00</b>	<b>(10,000)</b>
699 Transfers fr (to) General Fund	99,285	20,000	5,460	(14,540.00)	10,000
699 Transfers fr (to) Capital Projects Fund	-	-	-	-	-
<b>NET REVENUE(DEFICIT) AFTER TRANSFERS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>3000 FUND BALANCE</b>					
398 Unassigned Fund Balance Beginning	\$ -	\$ -	\$ -		\$ -
398 Unassigned Fund Balance Ending	\$ -	\$ -	\$ -		\$ -

**CITY OF ROLLING HILLS**  
**TRANSIT FUND - PROPOSITION A**  
**HISTORICAL ACTUAL - 2019/20**  
**CURRENT TREND - FY 2020/21**  
**PROPOSED BUDGET - FY 2021/22**

	<b>HISTORICAL ACTUAL FY 19/20</b>	<b>ADJUSTED ANNUAL BUDGET FY 20/21</b>	<b>PROJECTED FY 20/21</b>	<b>Favorable (unfavorable) FY 20/21</b>	<b>PROPOSED BUDGET FY 21/22</b>
<b>25 TRANSIT FUND - PROPOSITION A</b>					
<b>4000 REVENUES</b>					
<b>500</b> Grant Revenue - Proposition A	\$ 37,636	\$ 31,400	\$ 37,500	\$ 6,100	\$ 38,000
<b>670</b> Interest Earned	1,088	1,300	1,300	-	600
<b>Total Revenues</b>	<b>\$ 38,724</b>	<b>\$ 32,700</b>	<b>\$ 38,800</b>	<b>\$ 6,100</b>	<b>\$ 38,600</b>
<b>7000 EXPENDITURES</b>					
<b>905</b> Proposition A Exchange	\$ -	\$ 75,000	\$ 75,000	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 75,000</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ -</b>
<b>699 Transfers to General Fund</b>	-	-	-	-	-
<b>NET REVENUE(DEFICIT) AFTER TRANSFERS</b>	<b>\$ 38,724</b>	<b>\$ (42,300)</b>	<b>\$ (36,200)</b>	<b>\$ 6,100</b>	<b>\$ 38,600</b>
<b>3000 FUND BALANCE</b>					
<b>398</b> Unassigned Fund Balance Beginning	\$ 17,365	\$ 56,090	\$ 56,090		\$ 19,890
<b>398</b> Unassigned Fund Balance Ending	<u>\$ 56,090</u>	<u>\$ 13,790</u>	<u>\$ 19,890</u>		<u>\$ 58,490</u>

**CITY OF ROLLING HILLS**  
**TRANSIT FUND - PROPOSITION C**  
**HISTORICAL ACTUAL - 2019/20**  
**CURRENT TREND - FY 2020/21**  
**PROPOSED BUDGET - FY 2021/22**

	<b>HISTORICAL ACTUAL FY 19/20</b>	<b>ADJUSTED ANNUAL BUDGET FY 20/21</b>	<b>PROJECTED FY 20/21</b>	<b>Favorable (unfavorable) FY 20/21</b>	<b>PROPOSED BUDGET FY 21/22</b>
<b>26 TRANSIT FUND - PROPOSITION C</b>					
<b>4000 REVENUES</b>					
<b>501</b> Grant Revenue - Proposition C	\$ 31,219	\$ 26,100	\$ 31,000	\$ 4,900	\$ 31,500
<b>670</b> Interest Earned	751	1,300	1,300	-	650
<b>Total Revenues</b>	<b>\$ 31,970</b>	<b>\$ 27,400</b>	<b>\$ 32,300</b>	<b>\$ 4,900</b>	<b>\$ 32,150</b>
<b>7000 EXPENDITURES</b>					
<b>905</b> Proposition C Gifted	\$ -	\$ 60,000	\$ 60,000	\$ -	\$ -
Maintenance & Operation	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 60,000</b>	<b>\$ 60,000</b>	<b>\$ -</b>	<b>\$ -</b>
<b>699 Transfers to General Fund</b>	-	-	-	-	-
<b>NET REVENUE(DEFICIT) AFTER TRANSFERS</b>	<b>\$ 31,970</b>	<b>\$ (32,600)</b>	<b>\$ (27,700)</b>	<b>\$ 4,900</b>	<b>\$ 32,150</b>
<b>3000 FUND BALANCE</b>					
<b>398</b> Unassigned Fund Balance Beginning	\$ 9,046	\$ 41,015	\$ 41,015		\$ 13,315
<b>398</b> Unassigned Fund Balance Ending	<u>\$ 41,015</u>	<u>\$ 8,415</u>	<u>\$ 13,315</u>		<u>\$ 45,465</u>

**CITY OF ROLLING HILLS  
TRANSIT FUND - MEASURE R  
HISTORICAL ACTUAL - 2019/20  
CURRENT TREND - FY 2020/21  
PROPOSED BUDGET - FY 2021/22**

	<b>HISTORICAL ACTUAL FY 19/20</b>	<b>ADJUSTED ANNUAL BUDGET FY 20/21</b>	<b>PROJECTED FY 20/21</b>	<b>Favorable (unfavorable) FY 20/21</b>	<b>PROPOSED BUDGET FY 21/22</b>
<b>27 TRANSIT FUND - MEASURE R</b>					
<b>4000 REVENUES</b>					
<b>502</b> Grant Revenue - Measure R	\$ 23,381	\$ 19,500	\$ 23,300	\$ 3,800	\$ 24,000
<b>670</b> Interest Earned	1,980	900	900	-	1,100
<b>Total Revenues</b>	<b>\$ 25,361</b>	<b>\$ 20,400</b>	<b>\$ 24,200</b>	<b>\$ 3,800</b>	<b>\$ 25,100</b>
<b>7000 EXPENDITURES</b>					
<b>907</b> Measure R Gifted	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>699 Transfers to Capital Projects Fund</b>	-	-	-	-	-
<b>NET REVENUE(DEFICIT) AFTER TRANSFERS</b>	<b>\$ 25,361</b>	<b>\$ 20,400</b>	<b>\$ 24,200</b>	<b>\$ 3,800</b>	<b>\$ 25,100</b>
<b>3000 FUND BALANCE</b>					
<b>398</b> Unassigned Fund Balance Beginning	\$ 57,294	\$ 82,655	\$ 82,655		\$ 106,855
<b>398</b> Unassigned Fund Balance Ending	<u>\$ 82,655</u>	<u>\$ 103,055</u>	<u>\$ 106,855</u>		<u>\$ 131,955</u>

**CITY OF ROLLING HILLS  
TRANSIT FUND - MEASURE M  
HISTORICAL ACTUAL - 2019/20  
CURRENT TREND - FY 2020/21  
PROPOSED BUDGET - FY 2021/22**

	<b>HISTORICAL ACTUAL FY 19/20</b>	<b>ADJUSTED ANNUAL BUDGET FY 20/21</b>	<b>PROJECTED FY 20/21</b>	<b>Favorable (unfavorable) FY 20/21</b>	<b>PROPOSED BUDGET FY 21/22</b>
<b>29 TRANSIT FUND - MEASURE M</b>					
<b>4000 REVENUES</b>					
<b>504</b> Grant Revenue - Measure M	\$ 26,293	\$ 22,100	\$ 26,300	\$ 4,200	\$ 26,500
<b>670</b> Interest Earned	1,533	600	600	-	1,100
<b>Total Revenues</b>	<u>\$ 27,826</u>	<u>\$ 22,700</u>	<u>\$ 26,900</u>	<u>\$ 4,200</u>	<u>\$ 27,600</u>
<b>7000 EXPENDITURES</b>					
<b>909</b> Measure M Gifted	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Expenditures</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>699 Transfers to Capital Projects Fund</b>	-	-	-	-	-
<b>NET REVENUE(DEFICIT) AFTER TRANSFERS</b>	<u><u>\$ 27,826</u></u>	<u><u>\$ 22,700</u></u>	<u><u>\$ 26,900</u></u>	<u><u>\$ 4,200</u></u>	<u><u>\$ 27,600</u></u>
<b>3000 FUND BALANCE</b>					
<b>398</b> Unassigned Fund Balance Beginning	\$ 48,387	\$ 76,213	\$ 76,213		\$ 103,113
<b>398</b> Unassigned Fund Balance Ending	<u>\$ 76,213</u>	<u>\$ 98,913</u>	<u>\$ 103,113</u>		<u>\$ 130,713</u>

**CITY OF ROLLING HILLS**  
**CITIZENS' OPTION FOR PUBLIC SAFETY (COPS)**  
**HISTORICAL ACTUAL - 2019/20**  
**CURRENT TREND - FY 2020/21**  
**PROPOSED BUDGET - FY 2021/22**

	<b>HISTORICAL ACTUAL FY 19/20</b>	<b>ADJUSTED ANNUAL BUDGET FY 20/21</b>	<b>PROJECTED FY 20/21</b>	<b>Favorable (unfavorable) FY 20/21</b>	<b>PROPOSED BUDGET FY 21/22</b>
<b>10 CITIZENS' OPTION FOR PUBLIC SAFETY (COPS)</b>					
<b>4000 REVENUES</b>					
<b>570</b> COPS Allocation	\$ 155,948	\$ 155,000	\$ 156,727	\$ 1,727	\$ 160,000
<b>670</b> Interest Earned	2,271	1,500	1,500	-	-
<b>Total Revenues</b>	<b>\$ 158,219</b>	<b>\$ 156,500</b>	<b>\$ 158,227</b>	<b>\$ 1,727</b>	<b>\$ 160,000</b>
<b>7000 EXPENDITURES</b>					
<b>840</b> COPS Program Expenditures	\$ 174,499	\$ 164,898	\$ 164,898	\$ -	\$ 160,000
<b>776</b> Miscellaneous Expenses	-	-	-	-	-
<b>1209 Total expenditures</b>	<b>\$ 174,499</b>	<b>\$ 164,898</b>	<b>\$ 164,898</b>	<b>\$ -</b>	<b>\$ 160,000</b>
<b>NET REVENUES (DEFICIT)</b>	<b>\$ (16,280)</b>	<b>\$ (8,398)</b>	<b>\$ (6,671)</b>	<b>\$ 1,727</b>	<b>\$ -</b>
<b>3000 FUND BALANCE</b>					
<b>398</b> Unassigned Fund Balance Beginning	\$ 56,098	\$ 39,818	\$ 39,818		\$ 33,147
<b>398</b> Unassigned Fund Balance Ending	<u>\$ 39,818</u>	<u>\$ 31,420</u>	<u>\$ 33,147</u>		<u>\$ 33,147</u>



**CITY OF ROLLING HILLS**  
**CLEEP FUND**  
**HISTORICAL ACTUAL - 2019/20**  
**CURRENT TREND - FY 2020/21**  
**PROPOSED BUDGET - FY 2021/22**

	<b>HISTORICAL ACTUAL FY 19/20</b>	<b>ADJUSTED ANNUAL BUDGET FY 20/21</b>	<b>PROJECTED FY 20/21</b>	<b>Favorable (unfavorable) FY 20/21</b>	<b>PROPOSED BUDGET FY 21/22</b>
<b>11 CLEEP</b>					
<b>Fund - CLEEP</b>					
<b>4000 REVENUES</b>					
580 CLEEP - Technology Program	\$ -	\$ -	\$ -	\$ -	\$ -
670 Interest Earned	349	300	300	-	50
<b>Total Revenues</b>	<b>\$ 349</b>	<b>\$ 300</b>	<b>\$ 300</b>	<b>\$ -</b>	<b>\$ 50</b>
<b>7000 EXPENDITURES</b>					
845 CLEEP - Technology Program	\$ 73	\$ 2,700	\$ 2,700	\$ -	\$ 1,100
776 Miscellaneous Expenses	-	-	-	-	-
1209 <b>Total expenditures</b>	<b>\$ 73</b>	<b>\$ 2,700</b>	<b>\$ 2,700</b>	<b>\$ -</b>	<b>\$ 1,100</b>
<b>NET REVENUES (DEFICIT)</b>	<b>\$ 276</b>	<b>\$ (2,400)</b>	<b>\$ (2,400)</b>	<b>\$ -</b>	<b>\$ (1,050)</b>
<b>3000 FUND BALANCE</b>					
398 Unassigned Fund Balance Beginning	\$ 12,433	\$ 12,709	\$ 12,709		\$ 10,309
398 Unassigned Fund Balance Ending	<u>\$ 12,709</u>	<u>\$ 10,309</u>	<u>\$ 10,309</u>		<u>\$ 9,259</u>

**CITY OF ROLLING HILLS  
UTILITY FUND  
HISTORICAL ACTUAL - 2019/20  
CURRENT TREND - FY 2020/21  
PROPOSED BUDGET - FY 2021/22**

	<b>HISTORICAL ACTUAL FY 19/20</b>	<b>ADJUSTED ANNUAL BUDGET FY 20/21</b>	<b>PROJECTED FY 20/21</b>	<b>Favorable (unfavorable) FY 20/21</b>	<b>PROPOSED BUDGET FY 21/22</b>
<b>41 UTILITY FUND</b>					
<b>4000 REVENUES</b>					
550 Charges for Services	\$ 21,757	\$ -	\$ -	\$ -	
550 Rule 20A - Power Utility Grant Project	-	-	-	-	763,638
<b>Total Revenues</b>	<b>21,757</b>	<b>-</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 763,638</b>
<b>7000 EXPENDITURES</b>					
803 Legal	2,573	-	-	-	
883 Sewer Feasibility Study	39,091	-	41,905	(41,905)	
886 Underground Utility Project	12,948	150,000	4,560		763,638
887 Sewer Design	-	85,000			
<b>Total expenditures</b>	<b>\$ 54,612</b>	<b>\$ 235,000</b>	<b>\$ 46,465</b>	<b>\$ (41,905)</b>	<b>\$ 763,638</b>
<b>NET REVENUES BEFORE TRANSFERS</b>	<b>(32,855)</b>	<b>(235,000)</b>	<b>(46,465)</b>	<b>41,905</b>	<b>-</b>
699 Transfers fr (to) General Fund	-	-	-	-	-
<b>NET REVENUE(DEFICIT) AFTER TRANSFERS</b>	<b>\$ (32,855)</b>	<b>\$ (235,000)</b>	<b>\$ (46,465)</b>	<b>\$ 41,905</b>	<b>\$ -</b>
<b>41 UTILITY FUND</b>				<b>PROPOSED BUDGET FY 22/23</b>	<b>PROPOSED BUDGET FY 23/24</b>
<b>7000 EXPENDITURES</b>					
<b>Crest Road East Utility Undergrounding Grant Project (City match Rule 20A)</b>				<b>\$ 763,638</b>	<b>\$ -</b>
<b>Total expenditures</b>					
<b>3000 FUND BALANCE</b>					
398 Unassigned Fund Balance Beginning	\$ 1,463,200	\$ 1,430,345	\$ 1,430,345		\$ 1,383,880
398 Unassigned Fund Balance Ending	<u>\$ 1,430,345</u>	<u>\$ 1,195,345</u>	<u>\$ 1,383,880</u>		<u>\$ 1,383,880</u>

**CITY OF ROLLING HILLS  
CAPITAL PROJECT FUND  
HISTORICAL ACTUAL - 2019/20  
CURRENT TREND - FY 2020/21  
PROPOSED BUDGET - FY 2021/22**

	<b>HISTORICAL ACTUAL FY 19/20</b>	<b>ADJUSTED ANNUAL BUDGET FY 20/21</b>	<b>PROJECTED FY 20/21</b>	<b>Favorable (unfavorable) FY 20/21</b>	<b>PROPOSED BUDGET FY 21/22</b>
<b>40 CAPITAL PROJECT FUND</b>					
<b>4000 REVENUES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>7000 EXPENDITURES</b>					
947 Non-Building Improvements - Tennis Courts	\$ 9,508	\$ 50,000	\$ 800	\$ 49,200	\$ 300,000
948 City Hall Improvements- ADA - Design	14,355	7,000	26,701	(19,701)	
Acacia Removal	-	32,000	-	32,000	
<b>Total expenditures</b>	<b>\$ 23,863</b>	<b>\$ 89,000</b>	<b>\$ 27,501</b>	<b>\$ 61,499</b>	<b>\$ 300,000</b>
<b>NET REVENUES BEFORE TRANSFERS</b>	<b>(23,863)</b>	<b>(89,000)</b>	<b>(27,501)</b>	<b>61,499</b>	<b>(300,000)</b>
999 Transfers fr (to) General Fund	263,628	89,000	-	(89,000)	88,000
999 Transfers fr (to) Traffic Safety Fund	-	-	-	-	-
<b>NET REVENUE(DEFICIT) AFTER TRANSFERS</b>	<b>\$ 239,765</b>	<b>\$ -</b>	<b>\$ (27,501)</b>	<b>\$ (27,501)</b>	<b>\$ (212,000)</b>
<b>40 CAPITAL PROJECT FUND</b>				<b>PROPOSED BUDGET FY 22/23</b>	<b>PROPOSED BUDGET FY 23/24</b>
947 Non-Building Improvements - Tennis Courts				\$ -	\$ -
948 City Hall Improvements- ADA - Design					-
City Hall Campus Parking lot Improvement					
<b>Total expenditures</b>				<b>\$ -</b>	<b>\$ -</b>
<b>3000 FUND BALANCE</b>					
398 Unassigned Fund Balance Beginning	\$ -	\$ 239,765	\$ 239,765		\$ 212,264
398 Unassigned Fund Balance Ending	<u>\$ 239,765</u>	<u>\$ 239,765</u>	<u>\$ 212,264</u>		<u>\$ 264</u>

**CITY OF ROLLING HILLS**  
**MEASURE W FUND**  
**HISTORICAL ACTUAL - 2019/20**  
**CURRENT TREND - FY 2020/21**  
**PROPOSED BUDGET - FY 2021/22**

	<b>HISTORICAL ACTUAL FY 19/20</b>	<b>ADJUSTED ANNUAL BUDGET FY 20/21</b>	<b>PROJECTED FY 20/21</b>	<b>Favorable (unfavorable) FY 20/21</b>	<b>PROPOSED BUDGET FY 21/22</b>
<b>30 LA COUNTY - MEASURE W</b>					
<b>4000 REVENUES</b>					
<b>502</b> Grant Revenue - Measure W	\$ -	\$ 110,000	\$ -	\$ (110,000)	\$ 110,000
<b>670</b> Interest Earned	-	900	-	(900)	900
<b>Total Revenues</b>	<u>\$ -</u>	<u>\$ 110,900</u>	<u>\$ -</u>	<u>\$ (110,900)</u>	<u>\$ 110,900</u>
<b>7000 EXPENDITURES</b>					
<b>907</b> Storm Water Management	\$ -	\$ 38,750	\$ -	\$ 38,750	\$ 38,750
<b>Total Expenditures</b>	<u>\$ -</u>	<u>\$ 38,750</u>	<u>\$ -</u>	<u>\$ 38,750</u>	<u>\$ 38,750</u>
<b>699 Transfers fr (to) General Fund</b>	-	-	-	-	-
<b>NET REVENUE(DEFICIT) AFTER TRANSFERS</b>	<u>\$ -</u>	<u>\$ 72,150</u>	<u>\$ -</u>	<u>\$ (72,150)</u>	<u>\$ 72,150</u>
<b>3000 FUND BALANCE</b>					
<b>398</b> Unassigned Fund Balance Beginning	\$ -	\$ -	\$ -		\$ -
<b>398</b> Unassigned Fund Balance Ending	<u>\$ -</u>	<u>\$ 72,150</u>	<u>\$ -</u>		<u>\$ 72,150</u>

**CITY OF ROLLING HILLS**  
**MEASURE A FUND**  
**HISTORICAL ACTUAL - 2019/20**  
**CURRENT TREND - FY 2020/21**  
**PROPOSED BUDGET - FY 2021/22**

	<b>HISTORICAL ACTUAL FY 19/20</b>	<b>ADJUSTED ANNUAL BUDGET FY 20/21</b>	<b>PROJECTED FY 20/21</b>	<b>Favorable (unfavorable) FY 20/21</b>	<b>PROPOSED BUDGET FY 21/22</b>
<b>35 LA COUNTY - MEASURE A</b>					
<b>4000 REVENUES</b>					
502 Grant Revenue - Measure A	\$ -	\$ 26,100	\$ -	\$ (26,100)	\$ 26,100
670 Interest Earned	-	900	-	(900)	900
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ 27,000</b>	<b>\$ -</b>	<b>\$ (27,000)</b>	<b>\$ 27,000</b>
<b>7000 EXPENDITURES</b>					
907 Landscaping/Park Amenities/Lighting	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>699 Transfers fr (to) General Fund</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET REVENUE(DEFICIT) AFTER TRANSFERS</b>	<b>\$ -</b>	<b>\$ 27,000</b>	<b>\$ -</b>	<b>\$ (27,000)</b>	<b>\$ 27,000</b>
<b>3000 FUND BALANCE</b>					
398 Unassigned Fund Balance Beginning	\$ -	\$ -	\$ -		\$ -
398 Unassigned Fund Balance Ending	\$ -	\$ 27,000	\$ -		\$ 27,000

**CITY OF ROLLING HILLS**  
**PROJECTED - REVENUES & EXPENDITURES**  
**All Funds**  
**Year ending June 30, 2021**

	GENERAL	COMMUNITY FACILITIES	SELF INSURANCE	REFUSE	TRAFFIC SAFETY	PROP A, C & MEASURE R & M	COPS & CLEEP	UTILITY FUND	CAPITAL PROJECT	MEASURE W	TOTAL
REVENUES	\$ 2,162,825	\$ 100	\$ -	795,000	\$ -	\$ 122,200	\$158,527	\$ -	\$ -	\$ -	\$ 3,238,652
EXPENDITURES	2,084,828	10,000	-	905,548	5,460	135,000	167,598	46,465	27,501	-	3,382,400
NET REVENUE BEFORE TRANSFERS	77,997	(9,900)	-	(110,548)	(5,460)	(12,800)	(9,071)	(46,465)	(27,501)	-	(143,748)
TRANSFERS IN/(OUT)											
GENERAL FUND	-	11,000	-	33,527	5,460	-	-	-	-	-	49,987
TRAFFIC SAFETY FUND	(5,460)	-	-	-	-	-	-	-	-	-	(5,460)
CAPITAL IMPROVEMENT FUND	(150,000)	-	-	-	-	-	-	-	-	-	(150,000)
REFUSE FUND	(57,527)	-	-	-	-	-	-	-	-	-	(57,527)
UTILITY FUND	-	-	-	-	-	-	-	-	-	-	-
REFUSE FUND	24,000	-	-	-	-	-	-	-	-	-	24,000
TOTAL TRANSFERS	(188,987)	11,000	-	33,527	5,460	-	-	-	-	-	(139,000)
NET REVENUE AFTER TRANSFERS	(110,990)	1,100	-	(77,021)	-	(12,800)	(9,071)	(46,465)	(27,501)	-	(282,748)
UNASSIGNED FUND BALANCE BEGINNING	5,620,298	9,191	260,374	107,366	-	255,973	52,527	1,430,345	239,765		7,975,841
UNASSIGNED FUND BALANCE ENDING	\$ 5,509,308	\$ 10,291	\$ 260,374	\$ 30,345	\$ -	\$ 243,173	\$ 43,456	\$ 1,383,880	\$ 212,264	\$ -	\$ 7,693,092
LESS PENSION RATE STABILIZATION TRUST	\$ (390,000)			\$ -							\$ (390,000)
LESS CASH RESERVE	-			-							-
UNASSIGNED FUND BALANCE ENDING	\$ 5,119,308			\$ 30,345							\$ 7,303,092

**CITY OF ROLLING HILLS  
GENERAL FUND  
YEAR-END PROJECTED REVENUES  
FY 2020/2021  
JULY 1, 2020 to JUNE 30, 2021**

<b>REVENUES</b>	<b>PROJECTED PERCENT OF TOTAL</b>	<b>PROJECTED FY 2020/2021 AMOUNT</b>	<b>FY 2020/2021 ADJUSTED BUDGET</b>	<b>DOLLAR INCREASE (DECREASE) FROM BUDGET</b>	<b>PERCENT INCREASE (DECREASE) FROM BUDGET</b>
TAXES	60.86%	\$ 1,316,304	\$ 1,228,600	\$ 87,704	7.14%
MOTOR VEHICLE IN LIEU	14.80%	320,127	282,500	37,627	13.32%
LICENSES & PERMITS	14.27%	308,535	321,550	(13,015)	-4.05%
FINES & VIOLATIONS	0.30%	6,411	14,300	(7,889)	-55.17%
USE OF PROPERTY & MONEY	5.53%	119,590	168,000	(48,410)	-28.82%
CHARGES FOR SERVICES	0.00%	-	-	-	0.00%
EXCHANGE FUNDS - PROP A	2.60%	56,250	56,250	-	0.00%
OTHER REVENUE	1.65%	35,607	39,200	(3,593)	-9.17%
<b>TOTAL REVENUES</b>	<b>100.00%</b>	<b>\$ 2,162,825</b>	<b>\$ 2,110,400</b>	<b>\$ 52,425</b>	<b>2.48%</b>

**CITY OF ROLLING HILLS  
GENERAL FUND  
YEAR-END PROJECTED EXPENDITURES  
FY 2020/2021  
JULY 1, 2020 to JUNE 30, 2021**

<b>EXPENDITURES</b>	<b>PROJECTED PERCENT OF TOTAL</b>	<b>PROJECTED FY 2020/2021 AMOUNT</b>	<b>FY 2020/2021 ADJUSTED BUDGET</b>	<b>DOLLAR INCREASE (DECREASE) FROM BUDGET</b>	<b>PERCENT INCREASE (DECREASE) FROM BUDGET</b>
CITY ADMINISTRATION	39.06%	\$ 814,356	\$ 981,800	\$ (167,444)	-17.05%
FINANCE	5.71%	119,024	122,883	(3,859)	-3.14%
PLANNING & DEVELOPMENT	37.35%	778,767	844,400	(65,633)	-7.77%
LAW ENFORCEMENT	11.76%	245,167	291,785	(46,618)	-15.98%
NON-DEPARTMENT	2.59%	54,077	97,350	(43,273)	-44.45%
CITY PROPERTIES	3.52%	73,437	67,500	5,937	8.80%
<b>TOTAL EXPENDITURES</b>	<b>100.00%</b>	<b>\$ 2,084,827</b>	<b>\$ 2,405,718</b>	<b>\$ (320,891)</b>	<b>-13.34%</b>
<b>FUND TRANSFERS IN/(OUT)</b>					
COMMUNITY FUND		\$ -	\$ (11,000)	\$ 11,000	-
TRAFFIC SAFETY FUND		(5,460)	(20,000)	14,540	-
CAPITAL IMPROVEMENT FUND		(150,000)	(169,875)	319,875	
UTILITY FUND		-	-	-	
REFUSE FUND		(33,527)	(33,527)	-	-
<b>TOTAL TRANSFERS IN/(OUT)</b>		<b>\$ (188,987)</b>	<b>\$ (234,402)</b>	<b>\$ 345,415</b>	<b>0.00%</b>

**GENERAL FUND  
PROPOSED REVENUES  
FY 2021/2022 BUDGET  
JULY 1, 2021 to JUNE 30, 2022**

<b>REVENUES</b>	<b>PROPOSED FY 2021/2022 % OF TOTAL</b>	<b>PROPOSED FY 2021/2022 BUDGET</b>	<b>PROJECTED FY 2020/2021 AMOUNT</b>	<b>DOLLAR INCREASE (DECREASE) FROM FY 20/21</b>	<b>PERCENT INCREASE (DECREASE) FROM FY 20/21</b>
TAXES	61.65%	\$ 1,294,800	\$ 1,316,304	\$ (21,504)	-1.63%
MOTOR VEHICLE IN LIEU	11.72%	246,100	236,726	9,374	3.96%
LICENSES & PERMITS	16.09%	337,900	308,535	29,365	9.52%
FINES & VIOLATIONS	0.68%	14,300	6,411	7,889	123.05%
USE OF PROPERTY & MONEY	7.05%	148,000	119,590	28,410	23.76%
CHARGES FOR SERVICES	0.00%	-	-	-	0.00%
EXCHANGE FUNDS - PROPOSITION A	0.00%	-	56,250	(56,250)	-100.00%
OTHER REVENUE	2.82%	59,200	119,008	(59,808)	-50.26%
<b>TOTAL REVENUES</b>	<b>100%</b>	<b>\$ 2,100,300</b>	<b>\$ 2,162,825</b>	<b>\$ (62,525)</b>	<b>-2.89%</b>

**GENERAL FUND  
ADOPTED EXPENDITURES  
FY 2021/2022 BUDGET  
JULY 1, 2021 to JUNE 30, 2022**

<b>EXPENDITURES</b>	<b>PROPOSED FY 2021/2022 % OF TOTAL</b>	<b>PROPOSED FY 2021/2022 BUDGET</b>	<b>PROJECTED FY 2020/2021 AMOUNT</b>	<b>DOLLAR INCREASE (DECREASE) FROM FY 20/21</b>	<b>PERCENT INCREASE (DECREASE) FROM FY 20/21</b>
CITY ADMINISTRATION	33.99%	\$ 1,048,556	\$ 814,356	\$ 234,200	28.76%
FINANCE	3.80%	117,330	119,024	(1,694)	-1.42%
PLANNING & DEVELOPMENT	34.39%	1,060,690	778,767	281,923	36.20%
LAW ENFORCEMENT	9.06%	279,380	245,167	34,213	13.95%
NON-DEPARTMENT	7.44%	229,370	54,077	175,293	324.15%
CITY PROPERTIES	11.32%	349,273	73,437	275,836	375.61%
<b>TOTAL EXPENDITURES</b>	<b>100%</b>	<b>\$ 3,084,599</b>	<b>\$ 2,084,829</b>	<b>\$ 999,772</b>	<b>47.95%</b>
<b>FUND TRANSFERS IN/(OUT)</b>					
COMMUNITY FACILITIES FUND		\$ -	\$ -	\$ -	0.00%
TRAFFIC SAFETY FUND		(10,000)	(5,460)	(4,540)	83.15%
UTILITY FUND		-	-	-	0.00%
CAPITAL PROJECTS FUND		(88,000)	(150,000)	62,000	0.00%
REFUSE FUND		(135,200)	(33,527)	(101,673)	303.26%
<b>TOTAL TRANSFERS IN/(OUT)</b>		<b>\$ (233,200)</b>	<b>\$ (188,987)</b>	<b>\$ (44,213)</b>	<b>23.39%</b>



**CITY OF ROLLING HILLS**  
**PROPOSED REVENUES & EXPENDITURES**  
**ALL FUNDS**  
**Year ending June 30, 2022**

	GENERAL	COMM. FACILITIES	SELF INSURANCE	REFUSE	TRAFFIC SAFETY	PROP A, C & MEAS R & M	COPS & CLEEP	UTILITY FUND	CAPITAL PROJECT	MEASURE W	MEASURE A	TOTAL
REVENUES	\$ 2,100,300	\$ -	\$ -	\$ 777,500	\$ -	\$ 123,450	\$ 160,050	\$ 763,638	\$ -	\$ 110,900	\$ 27,000	\$ 4,062,838
EXPENDITURES	3,084,599	-	-	912,700	10,000	-	161,100	763,638	300,000	38,750	-	5,270,787
NET REVENUE BEFORE TRANSFERS	(984,299)	-	-	(135,200)	(10,000)	123,450	(1,050)	-	(300,000)	72,150	27,000	(1,207,949)
TRANSFERS IN/(OUT)												
GENERAL FUND	-	-	-	(24,000)	10,000	-	-	-	88,000	-	-	74,000
COMMUNITY FACILITIES FUND	-	-	-	-	-	-	-	-	-	-	-	-
CAPITAL PROJECT FUND	(88,000)	-	-	-	-	-	-	-	-	-	-	(88,000)
TRAFFIC SAFETY FUND	(10,000)	-	-	-	-	-	-	-	-	-	-	(10,000)
UTILITY FUND	-	-	-	-	-	-	-	-	-	-	-	-
REFUSE FUND (NET)	(135,200)	-	-	159,200	-	-	-	-	-	-	-	24,000
TOTAL TRANSFERS	(233,200)	-	-	135,200	10,000	-	-	-	88,000	-	-	-
NET REVENUE AFTER TRANSFERS	(1,217,499)	-	-	-	-	123,450	(1,050)	-	(212,000)	72,150	27,000	(1,207,949)
UNASSIGNED FUND BALANCE BEGINNING	5,509,308	10,291	260,374	30,345	-	243,173	43,456	1,383,880	212,264	-	-	7,693,092
UNASSIGNED FUND BALANCE ENDING	\$ 4,291,809	\$ 10,291	\$ 260,374	\$ 30,345	\$ -	\$ 366,623	\$ 42,406	\$ 1,383,880	\$ 264	\$ 72,150	\$ 27,000	\$ 6,485,143
LESS PENSION RATE STABILIZATION TRUST	\$ (390,000)											(390,000)
LESS CASH RESERVE	-											-
UNASSIGNED FUND BALANCE ENDING	<u>\$ 3,901,809</u>											<u>\$ 6,095,143</u>

CITY OF ROLLING HILLS  
GENERAL FUND HISTORICAL REVENUES & EXPENDITURES HIGHLIGHTS  
HISTORICAL ACTUAL - FY 2017/18 TO FY 2019/20  
PROJECTED - FY 2020/21  
PROPOSED BUDGET - FY 2021/22

**\*\*PROPOSED 6/28/21\*\***

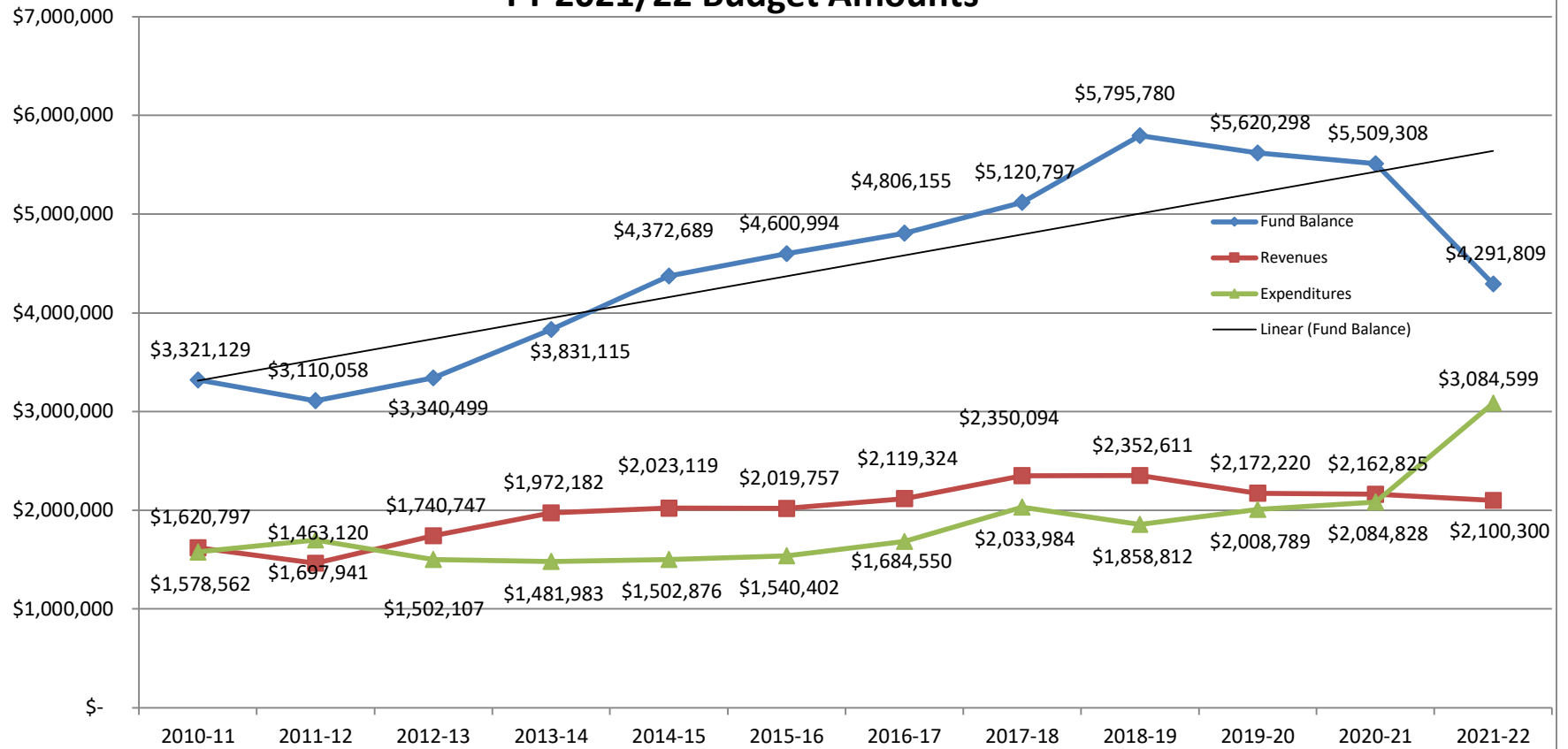
**GENERAL FUND SUMMARY OF TOP SEVEN REVENUES**

	HISTORICAL AUDITED ACTUAL			^%		^%		^%
	FY 17/18	FY 18/19	FY 19/20	FY 18/19 TO FY 19/20	FY 20/21 PROJECTED	FY 19/20	FY 21/22 PROPOSED	FY 20/21
PROPERTY TAXES	\$ 1,089,838	\$ 1,189,613	\$ 1,201,368	10.2%	\$ 1,201,183	0.0%	\$ 1,249,800	4.0%
BUILDING & OTHER PERMIT FEES	769,138	482,048	369,250	-52.0%	265,764	-28.0%	300,000	12.9%
MOTOR VEHICLE IN LIEU TAX - VLF	208,562	215,126	226,033	8.4%	236,726	4.7%	246,100	4.0%
REAL ESTATE TRANSFER TAX	44,881	56,011	48,546	8.2%	89,896	85.2%	40,200	-55.3%
VARIANCE, PLANNING & ZONING FEES	36,042	33,199	6,700	-81.4%	27,433	309.4%	22,000	-19.8%
PROPOSITION A EXCHANGE	0	56,250	-		56,250		-	
INTEREST EARNED	87,326	185,060	200,496	129.6%	50,599	-74.8%	80,000	58.1%
ALL OTHER REVENUES	114,307	135,304	119,827	4.8%	234,974	96.1%	162,200	-31.0%
TOTAL GENERAL FUND REVENUES	<u>\$ 2,350,094</u>	<u>\$ 2,352,611</u>	<u>\$ 2,172,220</u>	<u>-7.6%</u>	<u>\$ 2,162,825</u>	<u>-0.4%</u>	<u>\$ 2,100,300</u>	<u>-2.9%</u>

**GENERAL FUND SUMMARY OF TOP SEVEN EXPENDITURES**

	HISTORICAL AUDITED ACTUAL			^%		^%		^%
	FY 17/18	FY 18/19	FY 19/20	FY 18/19 TO FY 19/20	FY 20/21 PROJECTED	FY 19/20	FY 21/22 PROPOSED	FY 20/21
EMPLOYEE SALARIES	\$ 515,688	\$ 490,266	\$ 557,587	8.1%	\$ 508,706	-8.8%	\$ 666,300	31.0%
EMPLOYEE BENEFITS	391,166	207,969	220,103	-43.7%	223,374	1.5%	295,266	32.2%
BUILDING INSPECTION LA COUNTY/WILDAN	221,168	174,831	197,815	-10.6%	146,506	-25.9%	150,000	2.4%
STORM WATER MANAGEMENT	147,276	135,116	113,945	-22.6%	117,753	3.3%	275,800	134.2%
CITY ATTORNEY	150,378	131,594	110,967	-26.2%	155,863	40.5%	191,000	22.5%
LAW ENFORCEMENT	208,400	208,950	197,275	-5.3%	224,439	13.8%	220,380	-1.8%
FINANCE CONSULTING FEES	90,397	94,468	100,185	10.8%	101,914	1.7%	99,500	-2.4%
ALL OTHER EXPENDITURES	309,511	415,618	510,912	65.1%	606,273	18.7%	1,186,353	95.7%
TOTAL GENERAL FUND EXPEND BEFORE TRANSFERS	<u>\$ 2,033,984</u>	<u>\$ 1,858,812</u>	<u>\$ 2,008,789</u>	<u>-1.2%</u>	<u>\$ 2,084,828</u>	<u>3.8%</u>	<u>\$ 3,084,599</u>	<u>48.0%</u>
NET GENRAL FUND TRANSFERS	229,613	4,966	338,913		188,987		233,200	
TOTAL GENERAL FUND EXPENDITUES	<u>\$ 2,263,597</u>	<u>\$ 1,863,778</u>	<u>\$ 2,347,702</u>	<u>3.7%</u>	<u>\$ 2,273,815</u>	<u>-3.1%</u>	<u>\$ 3,317,799</u>	<u>45.9%</u>
NET REVENUE (DEFICT) AFTER TRANSFERS	\$ 86,497	\$ 488,833	\$ (175,482)	-302.9%	\$ (110,990)	-36.8%	\$(1,217,499)	997%

## City of Rolling Hills - General Fund Historical Revenue & Expenditure Trends - FY 2021/22 Budget Amounts



Fiscal years 2010/11 to 2019/20 are actual amounts, FY 2020/21 projected amounts, FY 2021/22 proposed budget amounts

RESOLUTION NO. 1281

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROLLING HILLS ADOPTING THE FY 2021-22 CITY OF ROLLING HILLS BUDGET INCLUDING THE ANNUAL REPORT ON: GENERAL FUND; COMMUNITY FACILITIES FUND; MUNICIPAL SELF INSURANCE FUND; REFUSE COLLECTION FUND; SOLID WASTE CHARGES; TRAFFIC SAFETY FUND; TRANSIT FUND-MEASURE R; TRANSIT FUND-MEASURE M; TRANSIT FUND-PROPOSITION A; TRANSIT FUND-PROPOSITION C; COPS AND CLEEP FUND; UTILITY FUND; CAPITAL PROJECT FUND; MEASURE W FUND AND MEASURE A FUND FOR FISCAL YEAR 2021-22.

WHEREAS, members of the Rolling Hills City Council opened a public hearing on Monday, June 28, 2021 to consider the recommended Fiscal Year 2021-22 City of Rolling Hills Proposed Budget; and

WHEREAS, following the public hearing on the Fiscal Year 2021-22 City of Rolling Hills Proposed Budget, members of the Rolling Hills City Council desire to adopt said document.

NOW, THEREFORE, BE IT RESOLVED BY MEMBERS OF THE ROLLING HILLS CITY COUNCIL AS FOLLOWS:

Section 1. Members of the City Council hereby adopt the Fiscal Year 2021-22 City of Rolling Hills Budget.

Section 2. Appropriations in the amount not to exceed \$3,084,599 (Budget and Budget Contingency) are authorized in the Fiscal Year 2021-22 General Fund Budget for the purpose of carrying on the business of the City for General Government, Public Safety, Public Service, and other items.

Section 3. Appropriations in the amount not to exceed \$2,186,188 are authorized in the various funds: Community Facilities Fund, Municipal Self Insurance Fund, Refuse Collection Fund, Traffic Safety Fund, Transit Fund-Measure R, Transit Fund-Measure M, Transit Fund-Proposition A, Transit Fund-Proposition C, COPS, CLEEP Fund, Utility Fund, Capital Project Fund, Measure W Fund and Measure A Fund for the purpose of carrying on the business of the City.

Section 4. The City Manager may transfer appropriations between and among all departments, as defined in the Fiscal Year 2021-22 budget in order to ensure revenue and expenditures correspond to the intent of the City Council.

The legal level of appropriated budgetary control, that is the level at which expenditures may not exceed appropriations, is at the fund level for any one fund. Supplemental appropriations during the year must be approved by the City Council. All unexpended budgetary appropriations lapse at the end of the fiscal year.

Section 5. The Mayor is hereby directed to sign this Resolution, and the City Clerk is directed to attest thereto.

PASSED, APPROVED AND ADOPTED this 28<sup>th</sup> day of June, 2021.

---

Bea Dieringer  
Mayor

ATTEST:

---

Janely Sandoval  
City Clerk

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

The foregoing Resolution No. 1281 entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROLLING HILLS ADOPTING THE FY 2021-22 CITY OF ROLLING HILLS BUDGET INCLUDING THE ANNUAL REPORT ON: GENERAL FUND; COMMUNITY FACILITIES FUND; MUNICIPAL SELF INSURANCE FUND; REFUSE COLLECTION FUND; SOLID WASTE CHARGES; TRAFFIC SAFETY FUND; TRANSIT FUND-MEASURE R; TRANSIT FUND-MEASURE M; TRANSIT FUND-PROPOSITION A; TRANSIT FUND-PROPOSITION C; COPS AND CLEEP FUND; UTILITY FUND; CAPITAL PROJECT FUND; MEASURE W FUND AND MEASURE A FOR FISCAL YEAR 2021-22.

was approved and adopted at a regular meeting of the City Council on June 28, 2021, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

---

Janely Sandoval  
City Clerk

RESOLUTION NO. 1282

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
ROLLING HILLS ESTABLISHING THE 2021-22 FISCAL YEAR  
GANN APPROPRIATION LIMIT FOR THE CITY OF ROLLING  
HILLS.

WHEREAS, the City of Rolling Hills has heretofore established its Base Year Appropriations Limit as \$256,941; and

WHEREAS, to the best of this City's knowledge and belief, the State Department of Finance figures reflect the following statistics relevant to the calculation of the 2021-22 Fiscal Year Appropriations Limit:

California per capita personal income, 5.73% (plus five point seven three percent).

Population Adjustments for City of Rolling Hills for FY 2021-22, -0.59% (less zero-point five nine percent).

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

Section 1. Based on the foregoing figures and the provision of Article XIII B of the Constitution of the State of California, the following figure accurately represents the 2021-22 Fiscal Year Appropriation Limit of the City of Rolling Hills: \$1,875,810.

Section 2. The City Clerk shall certify to the passage of Resolution No. 1282.

PASSED, APPROVED AND ADOPTED this 28<sup>th</sup> day of June, 2021.

---

Bea Dieringer  
Mayor

ATTEST:

---

Janely Sandoval  
City Clerk

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

The foregoing Resolution No. 1282 entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
ROLLING HILLS ESTABLISHING THE 2021-22 FISCAL YEAR  
GANN APPROPRIATION LIMIT FOR THE CITY OF ROLLING  
HILLS.

Was approved and adopted at a regular meeting of the City Council on June 28, 2021, by the following  
roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

---

JANELY SANDOVAL  
CITY CLERK



**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
Vegetation/Fire Fuel Management Grant Project [4]					Design [6]	\$0	Environmental/ Construction	\$975,144		
5										
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.: 8.A**

**Mtg. Date: 06/28/2021**

**TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL**

**FROM: ASHFORD BALL, SENIOR MANAGEMENT ANALYST**

**THRU: ELAINE JENG P.E., CITY MANAGER**

**SUBJECT: RECEIVE AND FILE FINAL HARDENING THE HOME EDUCATIONAL VIDEOS.**

**DATE: June 28, 2021**

---

### **BACKGROUND:**

On April 12, 2021, the City Council engaged the services of Worldwide Productions LLC. (Worldwise) to produce hardening the home education videos. Worldwide shot on location on May 3, 2021 and on May 13, 2021, the City received the first look at the final product. Block Captain Leads Gene & Arlene Honbo and Block Captain Debra Schrader met at City Hall on May 24, 2021 to showcase and review the added captions and secondary draft of the videos. And most recently at the previous Block Captain meeting held on Thursday June 17, 2021 Block Captain Educational Chair Debra Schrader showcased all 5 Hardening the Home videos to all spectators and attendees of the meeting.

### **DISCUSSION:**

This project, led by Lead Block Captain Gene Honbo and Block Captain Educational Chair Debra Shrader, in partnership with the Los Angeles County Fire Department Forestry Division Pre-Fire Engineer Trevor Moore was executed quickly and fiscally prudent. The project leads worked with Worldwide Productions, LLC to generate a finished product. Now finalized, the videos will be placed on the City's website for the public and community's viewing. The videos have already been shared with the Block Captains to encourage dissemination and they plan to be shared with the Rolling Hills Community Association Board and community clubs to generate awareness, urgency and education. View all 5 Hardening the Home Videos.

### **FISCAL IMPACT:**

The cost to produce the videos was \$9,550 and funded using the emergency preparedness account.

### **RECOMMENDATION:**

Receive and File.

### **ATTACHMENTS:**



## *City of Rolling Hills*

INCORPORATED JANUARY 24, 1957

**Agenda Item No.: 8.B**

**Mtg. Date: 06/28/2021**

**TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL**

**FROM: ALAN PALERMO, PROJECT MANAGER**

**THRU: ELAINE JENG P.E., CITY MANAGER**

**SUBJECT: REVIEW OVERALL PROJECT COST ESTIMATES AT 65% DESIGN PROGRESS FOR TWO LAYOUT OPTIONS FOR THE CITY HALL ADA IMPROVEMENTS PROJECT AND PROVIDE DIRECTION TO STAFF.**

**DATE: June 28, 2021**

---

### **BACKGROUND:**

In December 2019, the City released a Request For Proposal for Architectural and Engineering Design Services to prepare ADA Improvement Plans for the Rolling Hills City Hall, excluding building exterior path of travel.

At the January 27, 2020 City Council Meeting, City Council considered and approved a Professional Services Agreement with Pacific Architecture and Engineering, Inc. to prepare Improvement Plans (ADA and Space Planning).

A kick off meeting with Pacific Architecture and Engineering, Inc. was held February 27, 2020.

At the May 26, 2020 City Council Meeting, City Council received a presentation from staff on the options developed to bring the restrooms up to date and comply with ADA and related codes.

At the July 13, 2020 City Council Meeting, City Council received a presentation from staff with additional information to the two preferred options including opinions of probable costs of construction. At this July 13, 2021 City Council Meeting, City Council voted to move forward with the more economic Option 2 which kept the restrooms in the same location. Option 1 and Option 2 layouts presented at the July 13, 2020 City Council meeting are attached to this report.

Pacific Architecture and Engineering, Inc. has submitted the 65% plans for City review on March 9, 2021. This submittal incorporated the restroom option selected at the July 13, 2020 City Council Meeting. The City has reviewed the 65% plans with comments. Before City review comments are returned to Pacific Architecture and Engineering, Inc. to further develop the plans to 90% design, Councilmember Jeff Piper noted that the City considered the options with the cost estimate capturing the cost to improve the restrooms and not the overall project. Councilmember Pieper recommended that the City Council revisit the restroom options. In response to Councilmember Pieper's suggestion, at the April 12, 2021 meeting, the City Council directed staff to provide a comprehensive project cost

estimate for restroom layout Options 1 and 2.

**DISCUSSION:**

In July 2020, staff was directed to develop layout Option 2 to design completion. In March 2021, design development of Option 2 reached 65%. In response to the City Council's directive from the April 12, 2021 meeting, Pacific Architecture and Engineering Inc. was authorized to use budget dedicated for design of Option 2 to prepare comprehensive project cost estimates for both restroom options/layouts. To do so, Option 1 needed to be developed to the 65% level to have a project cost estimate that can be compared to the project cost estimate of Option 2.

Pacific Architecture and Engineering Inc. estimated that at 65% design completion, the overall project cost for implementing Option 2 is approximately \$784,390. At 65% design completion, the overall project cost for implementing Option 1 is approximately \$952,810. The cost difference between the two options is approximately \$168,420.

Pacific Architecture and Engineering Inc. estimated that at 10% design completion, the cost estimate to implement restroom improvements only for Option 2 was \$268,660. At 10% design completion, the cost estimate to implement restroom improvements only for Option 1 was \$671,420. The cost difference between the two restroom improvement options was \$402,760.

**FISCAL IMPACT:**

The cost of implementing the City Hall ADA improvement project is recommended to be budgeted in the Capital Improvement Program for FY 2021-2022.

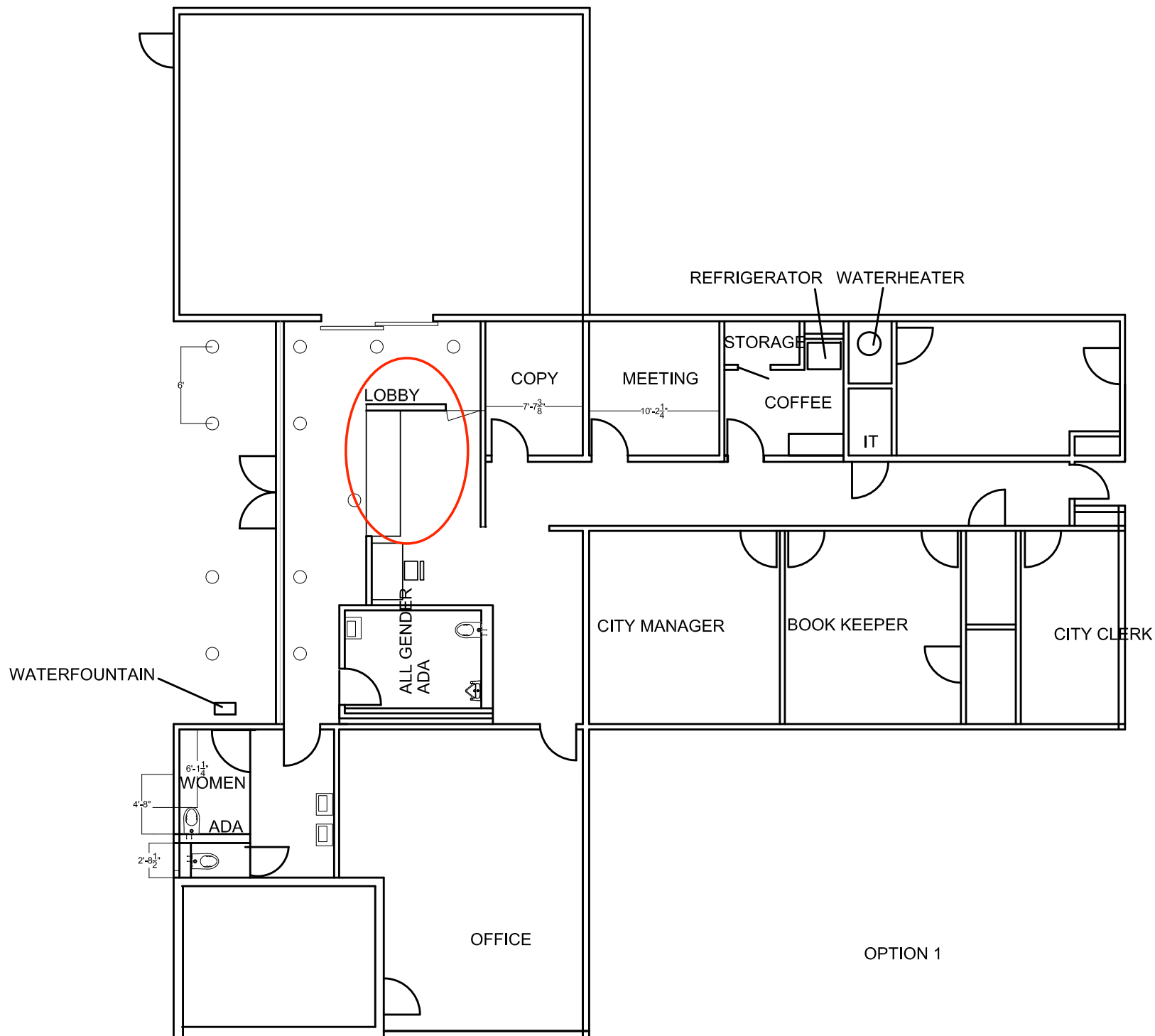
Depending on the City Council's direction after reviewing the additional cost estimates, additional budget may be needed for Pacific Architecture and Engineering Inc. to complete the design development to 100% and prepare construction documents.

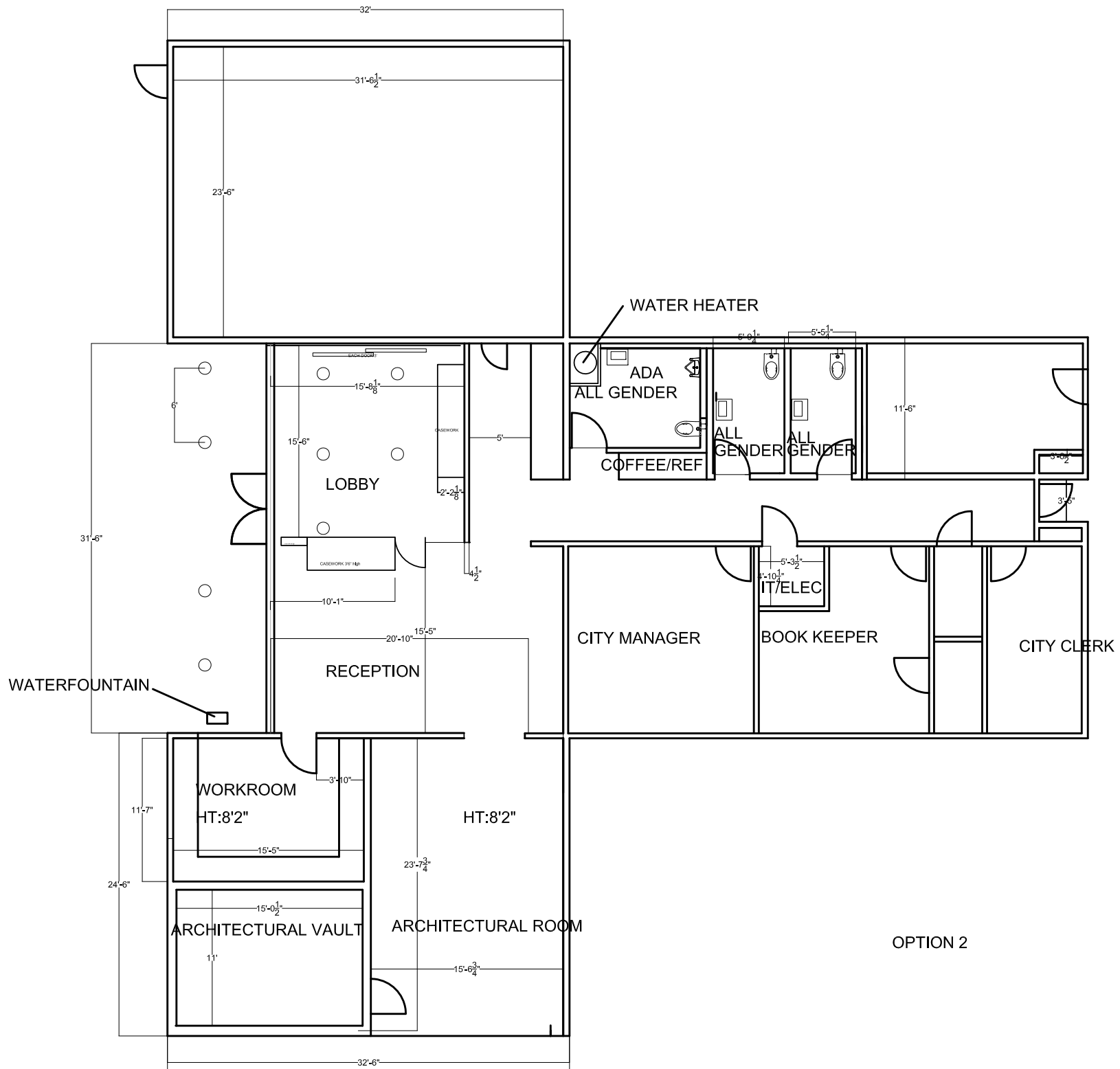
**RECOMMENDATION:**

Review additional data for the project and provide direction to staff.

**ATTACHMENTS:**

[rolling hills city hall \\_option1\\_202006008 Layout1 \(1\).pdf](#)  
[rolling hills city hall \\_option2\\_202006008d Layout1 \(1\).pdf](#)  
[20210519\\_city hall renovation cost estimate\\_two options.pdf](#)  
[20200509\\_rollinghills\\_costestimate10.pdf](#)





ROLLING HILLS CITY HALL RENOVATIONS  
2 PORTUGUESE BEND ROAD  
ROLLING HILLS, CALIFORNIA

TWO OPTIONS COMPARISON

May 17, 2021

PREPARED BY

FOR

PACIFIC ARCHITECTURE & ENGINEERING, INC.



Rev 0



PACIFIC ARCH & ENG, INC.

OFFICE: 424-3301721

DATE: 05/17/21  
NO: 20-06  
REV: 1

**PROJECT:** ROLLING HILLS CITY HALL RENOVATIONS  
2 PORTUGUESE BEND ROAD  
ROLLING HILLS, CALIFORNIA

**OWNER:** CITY OF ROLLING HILLS

**CLIENT:** CITY OF ROLLING HILLS

**DESIGN TEAM:** PACIFIC ARCHITECTURE & ENGINEERING. INC.  
ARCHITECTURAL: PACIFIC ARCH & ENG 310-405-3878  
STRUCTURAL: TBD  
MECHANICAL: TBD  
ELECTRICAL: TBD

**ESTIMATING TEAM:**  
ARCH/STRUCT: RW  
PLUMBING: RW  
ELECTRICAL: RW  
CHECKED BY: JF

**ESTIMATE LEVEL:** TWO OPTIONS COMPARISON

**ESTIMATE TYPE:** OPINION OF COST

**PLAN DATE:** 2021-05-06, 14 PAGES

**SPEC DATE:** NONE

**PROJECT TYPE:** ADA & NON-ADA UPGRADES

**PROJECT SCOPE:**  
THE CITY OF ROLLING HILLS IS MODERNIZING THEIR CITY HALL BUILDING WITH ADA UPGRADES IN THE RESTROOMS FOR OPTIONS 1 & 2 AND ADDITIONAL NON-ADA UPGRADES IN OTHER AREAS OF THE FACILITY IN OPTION 1 ONLY.

**ESTIMATE BASIS:**  
THIS COST ESTIMATE IS DEFINED AS AN "OPINION OF COST" MEANING THAT THE COSTS REFLECTED IN THE ESTIMATE ARE THE CONSIDERED OPINION OF THE ESTIMATOR BASED ON THE CURRENT COSTS OF MATERIAL AND LABOR, UPON INFORMATION AVAILABLE IN PUBLISHED REFERENCE SOURCES, HISTORICAL COST DATA, CLIENT OR VENDOR PROVIDED COST DATA AND THE PERSONAL EXPERIENCE OF THE ESTIMATOR. THE FINAL COST OF THE PROJECT MAY VARY FROM THE ESTIMATOR'S "OPINION OF COST" BASED ON FACTORS BEYOND THE CONTROL OF THE ESTIMATOR SUCH AS, BUT NOT LIMITED TO, THE NUMBER OF GENERAL CONTRACTORS AND/OR SUBCONTRACTORS PARTICIPATING IN THE BID PROCESS; SUDDEN CHANGES IN NATIONAL AND LOCAL MARKET CONDITIONS; THE NATIONAL AND LOCAL ECONOMY; AND DECISIONS MADE BY THE CLIENT.



**COMPETITIVE BIDDING:**

THE PRICES IN THIS ESTIMATE ARE BASED ON COMPETITIVE BIDDING. COMPETITIVE BIDDING IS RECEIVING RESPONSIVE BIDS FROM AT LEAST FIVE OR MORE GENERAL CONTRACTORS AND THREE OR MORE RESPONSIVE BIDS FROM MAJOR SUBCONTRACTORS OR TRADES. MAJOR SUBCONTRACTORS ARE CONCRETE, MASONRY, STRUCTURAL STEEL, FRAMING, ROOFING, MECHANICAL, PLUMBING AND ELECTRICAL SUBCONTRACTORS AND ANY OTHER MAJOR COMPONENTS OF THE PROJECT.

WITHOUT COMPETITIVE BIDDING, CONTRACTOR BIDS CAN AND HAVE RANGED FROM 25% TO 100% AND MORE OVER THE PRICES IN THIS ESTIMATE, DEPENDING ON THE SIZE OF THE JOB. WITH COMPETITIVE BIDDING, CONTRACTOR BIDS CAN RANGE AS LOW AS 25% BELOW THE PRICES IN THIS ESTIMATE BASED ON CURRENT MARKET CONDITIONS.

**ESCALATION:**

ESCALATION IS BASED ON 3.5% PER YEAR AND CARRIED FROM THE ESTIMATE DATE TO THE MID-POINT OF CONSTRUCTION. ONE MAJOR FACTOR IN ESCALATION IS INFLATION AND WE MAY BE IN A PERIOD WITH THE POTENTIAL FOR EXTREME INFLATIONARY PRESSURES. THERE ARE TOO MANY VARIABLES TO DETERMINE HOW ESCALATION WILL IMPACT ANY SPECIFIC PROJECT. THERE MAY ONLY BE NEGLIGIBLE IMPACT OR IT MAY BE GREATER THAN PREDICTED.

**WAGE RATES:**

THIS OPINION OF COST IS BASED ON MARKET WAGE-RATES & CONDITIONS AND CURRENTLY APPLICABLE PREVAILING WAGES IN LOS ANGELES COUNTY.

**WORK SCOPE CHANGES:**

THE USER IS CAUTIONED THAT SIGNIFICANT CHANGES IN THE SCOPE OF THE PROJECT, OR ALTERATIONS TO THE PROJECT DOCUMENTS AFTER COMPLETION OF THIS OPINION OF COST ESTIMATE CAN CAUSE MAJOR COST CHANGES. IN THIS CIRCUMSTANCE, TEAM SHOULD BE NOTIFIED AND AN APPROPRIATE ADJUSTMENT MADE TO THIS OPINION OF COST ESTIMATE.

**PHASES:** NONE**PRORATES:****AREA SF:****GSF**

GENERAL CONDITIONS:	25.0%	ADA AREAS	0
DESIGN CONTINGENCY:	25.0%	NON-ADA AREAS	0
ESCALATION:	6.0%		
INSURANCE & BONDS:	1.2%		
OVERHEAD & PROFIT:	25.0%	TOTAL BUILDING AREA	0

**ESCALATION:**

ESCALATION (9 MONTHS TO MPC AT 3.5% P/A)

ESCALATION PER YEAR: 6.0%

ESTIMATE DATE: 05/17/21

START DATE: 01/15/22 CONST. LEN: 6.0 MONTHS

FINISH DATE: 07/15/22 MID-POINT: 12.0 MONTHS



PACIFIC ARCH & ENG, INC.

OFFICE: 424-3301721

DATE:	05/17/21
NO:	20-06
REV:	1

**SUPPLIER PROVIDED QUOTES & OTHER CONTACTS:**

NONE

**GENERAL EXCLUSIONS (UNLESS OTHERWISE NOTED):**

1. ARCHITECTURAL FEES, ENGINEERING FEES & OTHER SOFT COSTS.
2. THE COST OF LAND & EASEMENT ACQUISITION.
3. ASSESSMENTS, TAXES, FINANCE, LEGAL & DEVELOPMENT CHARGES.
4. COMPRESSION OF SCHEDULE & PREMIUM OR SHIFT WORK.
5. RESTRICTIONS ON THE CONTRACTOR'S WORKING HOURS.
6. BUILDER'S RISK, PROJECT WRAP-UP & OTHER OWNER PROVIDED INSURANCE PROGRAMS.
7. SUSTAINABLE DESIGN & LEED REQUIREMENTS.
8. HAZARDOUS MATERIAL HANDLING, DISPOSAL & ABATEMENT.
9. ENVIRONMENTAL IMPACT MITIGATION.
10. OWNER SUPPLIED & INSTALLED FURNITURE, FIXTURES & EQUIPMENT.
11. LOOSE FURNITURE & EQUIPMENT EXCEPT AS SPECIFICALLY IDENTIFIED.

PROJECT: **ROLLING HILLS CITY HALL RENOVATIONS**  
LOCATION: **ROLLING HILLS, CALIFORNIA**  
CLIENT: **CITY OF ROLLING HILLS**  
DESCRIPTION: **PROJECT SUMMARY**

JOB NO: **20-06**  
PREPARED BY: **RW**  
CHECKED BY: **JFH**  
ESTIMATE DATE: **05/17/21**  
REV: **0**

## TWO OPTIONS COMPARISON

TAB	DESCRIPTION	ADJ SF	UNIT	COST	TOTAL
	<b>PROJECT SUMMARY</b>				
	<b>OPT 1 - OFFICES, PUBLIC AREAS &amp; RESTROOMS</b>	<b>3,100</b>	<b>SF</b>	<b>\$307.36</b>	<b>\$ 952,810</b>
	<b>OPT 2 - OFFICES, PUBLIC AREAS &amp; RESTROOMS</b>	<b>2,590</b>	<b>SF</b>	<b>\$302.85</b>	<b>\$ 784,390</b>
	<b>DELTA</b>				<b>\$ 168,420</b>
	<b>SPECULATIVE BID RANGE FORECAST</b> <b>BASED ON CURRENT MARKET CONDITIONS</b> <b>AND GENERAL CONTRACTOR BIDDER PARTICIPATION LEVELS</b>				
			<b>%</b>	<b>OPTION 1</b>	<b>OPTION 2</b>
	<b>1 - 2 GC BIDDERS</b>		<b>100%</b>	<b>\$ 1,905,620</b>	<b>\$ 1,568,780</b>
	<b>2 - 3 GC BIDDERS</b>		<b>75%</b>	<b>\$ 1,667,420</b>	<b>\$ 1,372,690</b>
	<b>3 - 4 GC BIDDERS</b>		<b>50%</b>	<b>\$ 1,429,220</b>	<b>\$ 1,176,590</b>
	<b>4 - 5 GC BIDDERS</b>		<b>25%</b>	<b>\$ 1,191,020</b>	<b>\$ 980,490</b>
	<b>5 - 6 GC BIDDERS</b>		<b>0%</b>	<b>\$ 952,810</b>	<b>\$ 784,390</b>
	<b>6 - 7 GC BIDDERS</b>		<b>-5%</b>	<b>\$ 905,170</b>	<b>\$ 745,180</b>
	<b>7 - 8 GC BIDDERS</b>		<b>-10%</b>	<b>\$ 857,530</b>	<b>\$ 705,960</b>
	<b>8 - 9 GC BIDDERS</b>		<b>-15%</b>	<b>\$ 809,890</b>	<b>\$ 666,740</b>
	<b>10 + GC BIDDERS</b>		<b>-20%</b>	<b>\$ 762,250</b>	<b>\$ 627,520</b>
	<b>NOTE: THE BASIC CONCEPT IS THAT HISTORICALLY WITH FEWER GC BIDDERS PRICES WILL</b> <b>GENERALLY RISE AND WITH MORE GC BIDDERS PRICES WILL GENERALLY FALL.</b>				

PROJECT: **ROLLING HILLS CITY HALL RENOVATIONS**  
 LOCATION: **ROLLING HILLS, CALIFORNIA**  
 CLIENT: **CITY OF ROLLING HILLS**  
 DESCRIPTION: **OPTION 1 - OFFICES, PUBLIC AREAS & RESTROOMS**

JOB NO.: **20-06**  
 PREPARED BY: **RW**  
 CHECKED BY: **JFH**  
 ESTIMATE DATE: **05/17/21**  
 ADJUSTED GSF: **3,100**

REV 0

TWO OPTIONS COMPARISON					
ITEM #	DESCRIPTION	QUANTITY	UNIT	COST	TOTAL
<b>OPTION 1</b>					
1.10	GENERAL CONDITIONS INCLUDED IN PRORATES			-	NONE
2.10	SITWORK		5.1%	8.55	26,500
2.20	DEMOLITION		5.7%	9.57	29,670
3.10	CONCRETE		4.8%	8.04	24,910
6.10	CARPENTRY		11.3%	18.98	58,850
8.10	DOORS & WINDOWS		12.7%	21.37	66,250
9.10	FINISHES		16.4%	27.55	85,420
9.50	TILE		4.6%	7.72	23,930
10.10	SPECIALTIES		1.6%	2.72	8,430
15.10	PLUMBING		7.1%	11.94	37,000
15.20	FIRE PROTECTION		0.9%	1.50	4,650
15.30	HVAC		11.9%	20.00	62,000
16.10	ELECTRICAL		17.9%	30.00	93,000
	<b>TOTAL DIRECT COST</b>			<b>\$167.94</b>	<b>\$ 520,610</b>
	<b>PRORATES</b>				
	GENERAL CONDITIONS	20.0%			104,130
	DESIGN CONTINGENCY	25.0%			130,160
	ESCALATION	6.0%			31,240
	<b>SUBTOTAL</b>			<b>\$253.59</b>	<b>\$ 786,140</b>
	<b>CONTRACTOR BURDENS</b>				
	BONDS	1.2%			9,440
	OVERHEAD & PROFIT	20.0%			157,230
	<b>OPTION 1 - TOTAL PROJECT COSTS</b>			<b>\$307.36</b>	<b>\$ 952,810</b>

PROJECT: **ROLLING HILLS CITY HALL RENOVATIONS**  
 LOCATION: **ROLLING HILLS, CALIFORNIA**  
 CLIENT: **CITY OF ROLLING HILLS**  
 DESCRIPTION: **OPTION 1 - OFFICES, PUBLIC AREAS & RESTROOMS**

JOB NO.: **20-06**  
 PREPARED BY: **RW**  
 CHECKED BY: **JFH**  
 ESTIMATE DATE: **05/17/21**  
 ADJUSTED GSF: **3,100**

REV 0

TWO OPTIONS COMPARISON					
ITEM #	DESCRIPTION	QUANTITY	UNIT	COST	TOTAL
1.10	<b>GENERAL CONDITIONS</b> See Prorates Above.			0.00	-
	<b>SUBTOTAL 1.10</b>	<b>\$0.00</b>	<b>SF</b>		<b>NONE</b>
2.10	<b>SITework</b> Reroute (e) Sewer Line, 4" Restore Landscaping & Hardscape (Allowance)	165 1	LF LS	100.00 10,000.00	16,500 10,000 -
	<b>SUBTOTAL 2.10</b>	<b>\$8.55</b>	<b>SF</b>		<b>26,500</b>
2.20	<b>DEMOLITION</b> Mass Demolition Areas (Per SF Allowance) Power & Data Trench, 18"w Demo for New Restroom Concrete Demo Flooring Only (Per SF Allowance) Haul & Disposal Fees (Allowance) Sawcutting (Allowance)	250 41 224 2,976 1 1	SF LF SF SF LS LS	10.00 50.00 10.00 5.00 5,500.00 2,500.00	2,500 2,050 2,240 14,880 5,500 2,500 -
	<b>SUBTOTAL 2.20</b>	<b>\$9.57</b>	<b>SF</b>		<b>29,670</b>
3.10	<b>CONCRETE</b> New Restroom Sloping Concrete & Substrate Float & Level Previous Restroom Floor Concrete Curb, 6" Power & Data Trench, 18"w Misc. Concrete Work (Allowance)	224 70 96 41 1	SF SF LF LF LS	35.00 10.00 65.00 125.00 5,000.00	7,840 700 6,240 5,130 5,000 -
	<b>SUBTOTAL 3.10</b>	<b>\$8.04</b>	<b>SF</b>		<b>24,910</b>

PROJECT: **ROLLING HILLS CITY HALL RENOVATIONS**  
 LOCATION: **ROLLING HILLS, CALIFORNIA**  
 CLIENT: **CITY OF ROLLING HILLS**  
 DESCRIPTION: **OPTION 1 - OFFICES, PUBLIC AREAS & RESTROOMS**

JOB NO.: **20-06**  
 PREPARED BY: **RW**  
 CHECKED BY: **JFH**  
 ESTIMATE DATE: **05/17/21**  
 ADJUSTED GSF: **3,100**

REV 0

TWO OPTIONS COMPARISON					
ITEM #	DESCRIPTION	QUANTITY	UNIT	COST	TOTAL
6.10	<b>CARPENTRY</b>				
	<b>Rough Carpentry</b>				
	Wood Framed Walls, 2x4 x 134 lf	1,340	SF	20.00	26,800
	Wood Framed Furr Walls, 2x4 x 54 lf	540	SF	20.00	10,800
	Reframe (e) Door Openings	14	EA	500.00	7,000
	<b>Finish Carpentry</b>				
	Lobby Reception Desk	10	LF	650.00	6,500
	Misc. Finish Carpentry (Per SF Allowance)	3,100	SF	2.50	7,750
					-
	<b>SUBTOTAL 6.10</b>	<b>\$18.98</b>	<b>SF</b>		<b>58,850</b>
8.10	<b>DOORS &amp; WINDOWS</b>				
	<b>Doors, Frames &amp; Std Hardware</b>				
	New Interior Doors, SC Wood, 3'x7'	9	EA	3,250.00	29,250
	New Exterior Doors, SC Wood, 3'x7'	4	EA	3,250.00	13,000
	New Exterior Doors, SC Wood, 6'x7'	1	PR	6,000.00	6,000
	Includes Frames & Standard Hardware				
	<b>Additional Hardware</b>				
	Panic Hardware	5	EA	1,500.00	7,500
	Self Closers	14	EA	750.00	10,500
					-
	<b>SUBTOTAL 8.10</b>	<b>\$21.37</b>	<b>SF</b>		<b>66,250</b>
9.10	<b>FINISHES</b>				
	<b>Wall Finishes</b>				
	Stucco, Exterior, 3 Coats	1	LS	5,000.00	5,000
	Gypboard, Walls, Type X, 5/8"	3,220	SF	5.00	16,100
	Insulation/Sound Batts	1,880	SF	2.50	4,700
	Misc. Patch & Repair (Per SF Allowance)	3,100	SF	2.50	7,750
	Walls include gypboard, sound batts & paint.				
	<b>Flooring</b>				
	Carpet Tiles	2,536	SF	10.00	25,360
	Vinyl Base, 4"	670	LF	7.50	5,030

PROJECT: **ROLLING HILLS CITY HALL RENOVATIONS**  
LOCATION: **ROLLING HILLS, CALIFORNIA**  
CLIENT: **CITY OF ROLLING HILLS**  
DESCRIPTION: **OPTION 1 - OFFICES, PUBLIC AREAS & RESTROOMS**

JOB NO.: **20-06**  
PREPARED BY: **RW**  
CHECKED BY: **JFH**  
ESTIMATE DATE: **05/17/21**  
ADJUSTED GSF: **3,100**

REV 0

TWO OPTIONS COMPARISON					
ITEM #	DESCRIPTION	QUANTITY	UNIT	COST	TOTAL
	<b>Ceilings</b>				
	Acoustic Ceiling Tile, 2x4	1,060	SF	7.50	7,950
	Gypboard, Ceilings, Type X, 5/8"	230	SF	5.00	1,150
	<b>Painting</b>				
	Painting, Walls, 3 Coats	3,220	SF	2.50	8,050
	Painting, Ceilings, 3 Coats	230	SF	2.50	580
	Paint/Stain Doors	15	EA	150.00	2,250
	Misc. Additional Painting (Allowance)	1	LS	1,500.00	1,500
					-
	<b>SUBTOTAL 9.10</b>	<b>\$27.55</b>	<b>SF</b>		<b>85,420</b>
<b>9.50</b>	<b>TILE</b>				
	<b>Restrooms</b>				
	Ceramic Tile, Floor	224	SF	25.00	5,600
	Ceramic Tile, Wainscot, 4'	336	SF	30.00	10,080
	<b>Lobby</b>				
	Ceramic Tile, Floor	216	SF	25.00	5,400
	Ceramic Tile, Base	95	LF	30.00	2,850
					-
	<b>SUBTOTAL 9.50</b>	<b>\$7.72</b>	<b>SF</b>		<b>23,930</b>
<b>10.10</b>	<b>SPECIALTIES</b>				
	<b>Toilet Partitions &amp; Accessories</b>				
	Toilet Partition, ADA	1	EA	1,500.00	1,500
	Toilet Partition, Door & Panel	1	EA	500.00	500
	Coat Hooks	3	EA	75.00	230
	Grab Bar Sets	2	EA	350.00	700
	Mirrors	3	EA	120.00	360
	Paper Towel Dispenser & Waste Combo	2	EA	750.00	1,500
	Seat Cover Dispensers	3	EA	75.00	230
	Soap Dispensers	3	EA	75.00	230
	Toilet Paper Dispensers	3	EA	75.00	230
	<b>General Building Specialties</b>				
	Corner Guards	8	EA	75.00	600
	Markerboards, 6'x4'	1	EA	600.00	600
	TV Wall Mounting Bracket	1	EA	750.00	750
	Misc. General Building Specialties (Allowance)	1	LS	1,000.00	1,000
					-

PROJECT: **ROLLING HILLS CITY HALL RENOVATIONS**  
LOCATION: **ROLLING HILLS, CALIFORNIA**  
CLIENT: **CITY OF ROLLING HILLS**  
DESCRIPTION: **OPTION 1 - OFFICES, PUBLIC AREAS & RESTROOMS**

JOB NO.: **20-06**  
PREPARED BY: **RW**  
CHECKED BY: **JFH**  
ESTIMATE DATE: **05/17/21**  
ADJUSTED GSF: **3,100**

REV 0

TWO OPTIONS COMPARISION					
ITEM #	DESCRIPTION	QUANTITY	UNIT	COST	TOTAL
	SUBTOTAL 10.10	\$2.72	SF		8,430



PROJECT: **ROLLING HILLS CITY HALL RENOVATIONS**  
 LOCATION: **ROLLING HILLS, CALIFORNIA**  
 CLIENT: **CITY OF ROLLING HILLS**  
 DESCRIPTION: **OPTION 1 - OFFICES, PUBLIC AREAS & RESTROOMS**

JOB NO.: **20-06**  
 PREPARED BY: **RW**  
 CHECKED BY: **JFH**  
 ESTIMATE DATE: **05/17/21**  
 ADJUSTED GSF: **3,100**

REV 0

TWO OPTIONS COMPARISON					
ITEM #	DESCRIPTION	QUANTITY	UNIT	COST	TOTAL
15.10	<b>PLUMBING</b>				
	Toilets	3	EA	2,500.00	7,500
	Urinals	1	EA	1,500.00	1,500
	Lavatories	3	EA	1,000.00	3,000
	Plumbing Rough-Ins	7	EA	3,500.00	24,500
	Sterilization & Testing	1	LS	1,000.00	500
					-
	<b>SUBTOTAL 15.10</b>	<b>\$11.94</b>	<b>SF</b>		<b>37,000</b>
15.20	<b>FIRE PROTECTION</b>				
	Adjust Sprinkler Heads (Per SF Allowance)	3,100	SF	1.50	4,650
					-
	<b>SUBTOTAL 15.20</b>	<b>\$1.50</b>	<b>SF</b>		<b>4,650</b>
15.30	<b>HVAC</b>				
	Reconfigure Existing HVAC (Per SF Allowance)	3,100	SF	20.00	62,000
					-
	<b>SUBTOTAL 15.30</b>	<b>\$20.00</b>	<b>SF</b>		<b>62,000</b>
16.10	<b>ELECTRICAL</b>				
	Reconfigure Existing Electrical (Per SF Allowance)	3,100	SF	30.00	93,000
					-
	<b>SUBTOTAL 16.10</b>	<b>\$30.00</b>	<b>SF</b>		<b>93,000</b>

PROJECT: **ROLLING HILLS CITY HALL RENOVATIONS**  
 LOCATION: **ROLLING HILLS, CALIFORNIA**  
 CLIENT: **CITY OF ROLLING HILLS**  
 DESCRIPTION: **OPTION 2 - OFFICES, PUBLIC AREAS & RESTROOMS**

JOB NO.: **20-06**  
 PREPARED BY: **RW**  
 CHECKED BY: **JFH**  
 ESTIMATE DATE: **05/17/21**  
 ADJUSTED GSF: **2,590**

REV 0

<b>TWO OPTIONS COMPARISON</b>					
<b>ITEM #</b>	<b>DESCRIPTION</b>	<b>QUANTITY</b>	<b>UNIT</b>	<b>COST</b>	<b>TOTAL</b>
	<b>OPTION 2</b>				
<b>1.10</b>	GENERAL CONDITIONS INCLUDED IN PRORATES			-	<b>NONE</b>
<b>2.10</b>	SITEWORK		0.0%	-	<b>NONE</b>
<b>2.20</b>	DEMOLITION		6.1%	9.33	<b>24,170</b>
<b>3.10</b>	CONCRETE		5.1%	7.83	<b>20,290</b>
<b>6.10</b>	CARPENTRY		12.4%	19.15	<b>49,600</b>
<b>8.10</b>	DOORS & WINDOWS		11.7%	18.07	<b>46,800</b>
<b>9.10</b>	FINISHES		16.5%	25.31	<b>65,560</b>
<b>9.50</b>	TILE		4.2%	6.51	<b>16,870</b>
<b>10.10</b>	SPECIALTIES		1.2%	1.83	<b>4,730</b>
<b>15.10</b>	PLUMBING		9.3%	14.29	<b>37,000</b>
<b>15.20</b>	FIRE PROTECTION		1.0%	1.50	<b>3,890</b>
<b>15.30</b>	HVAC		13.0%	20.00	<b>51,800</b>
<b>16.10</b>	ELECTRICAL		19.5%	30.00	<b>77,700</b>
	<b>TOTAL DIRECT COST</b>			<b>\$153.83</b>	<b>\$ 398,410</b>
	<b>PRORATES</b>				
	GENERAL CONDITIONS	<b>25.0%</b>			<b>99,610</b>
	DESIGN CONTINGENCY	<b>25.0%</b>			<b>99,610</b>
	ESCALATION	<b>6.0%</b>			<b>23,910</b>
	<b>SUBTOTAL</b>			<b>\$239.98</b>	<b>\$ 621,540</b>
	<b>CONTRACTOR BURDENS</b>				
	BONDS	<b>1.2%</b>			<b>7,460</b>
	OVERHEAD & PROFIT	<b>25.0%</b>			<b>155,390</b>
	<b>OPTION 2 - TOTAL PROJECT COSTS</b>			<b>\$302.85</b>	<b>\$ 784,390</b>

PROJECT: **ROLLING HILLS CITY HALL RENOVATIONS**  
 LOCATION: **ROLLING HILLS, CALIFORNIA**  
 CLIENT: **CITY OF ROLLING HILLS**  
 DESCRIPTION: **OPTION 2 - OFFICES, PUBLIC AREAS & RESTROOMS**

JOB NO.: **20-06**  
 PREPARED BY: **RW**  
 CHECKED BY: **JFH**  
 ESTIMATE DATE: **05/17/21**  
 ADJUSTED GSF: **2,590**

REV 0

TWO OPTIONS COMPARISON					
ITEM #	DESCRIPTION	QUANTITY	UNIT	COST	TOTAL
1.10	<b>GENERAL CONDITIONS</b> See Prorates Above.			0.00	- -
	<b>SUBTOTAL 1.10</b>	<b>\$0.00</b>	<b>SF</b>		<b>NONE</b>
2.10	<b>SITEWORK</b> None				- -
	<b>SUBTOTAL 2.10</b>	<b>\$0.00</b>	<b>SF</b>		<b>NONE</b>
2.20	<b>DEMOLITION</b> Mass Demolition Areas (Per SF Allowance) Power & Data Trench, 18"w Demo for New Restroom Concrete Demo Flooring Only (Per SF Allowance) Haul & Disposal Fees (Allowance) Sawcutting (Allowance)	250 41 260 2,264 1 1	SF LF SF SF LS LS	10.00 50.00 10.00 5.00 4,700.00 1,000.00	<b>2,500</b> <b>2,050</b> <b>2,600</b> <b>11,320</b> <b>4,700</b> <b>1,000</b> -
	<b>SUBTOTAL 2.20</b>	<b>\$9.33</b>	<b>SF</b>		<b>24,170</b>
3.10	<b>CONCRETE</b> New Restroom Sloping Concrete & Substrate Concrete Curb, 6" Power & Data Trench, 18"w Misc. Concrete Work (Allowance)	186 110 41 1	SF LF LF LS	35.00 65.00 125.00 1,500.00	<b>6,510</b> <b>7,150</b> <b>5,130</b> <b>1,500</b> -
	<b>SUBTOTAL 3.10</b>	<b>\$7.83</b>	<b>SF</b>		<b>20,290</b>

PROJECT: **ROLLING HILLS CITY HALL RENOVATIONS**  
 LOCATION: **ROLLING HILLS, CALIFORNIA**  
 CLIENT: **CITY OF ROLLING HILLS**  
 DESCRIPTION: **OPTION 2 - OFFICES, PUBLIC AREAS & RESTROOMS**

JOB NO.: **20-06**  
 PREPARED BY: **RW**  
 CHECKED BY: **JFH**  
 ESTIMATE DATE: **05/17/21**  
 ADJUSTED GSF: **2,590**

REV 0

TWO OPTIONS COMPARISON					
ITEM #	DESCRIPTION	QUANTITY	UNIT	COST	TOTAL
6.10	<b>CARPENTRY</b>				
	<b>Rough Carpentry</b>				
	Wood Framed Walls, 2x4 x 80 lf	800	SF	20.00	16,000
	Wood Framed Furr Walls, 2x4 x 38 lf	380	SF	20.00	7,600
	<b>Finish Carpentry</b>				
	Lobby Reception Desk	9	LF	650.00	5,850
	Coffee Break, Base Cab	9	LF	450.00	4,050
	Coffee Break, Wall Cab	9	LF	350.00	3,150
	Misc. Finish Carpentry (Per SF Allowance)	2,590	SF	5.00	12,950
					-
	<b>SUBTOTAL 6.10</b>	<b>\$19.15</b>	<b>SF</b>		<b>49,600</b>
8.10	<b>DOORS &amp; WINDOWS</b>				
	New Interior Doors, SC Wood, 3'x7'	13	EA	3,600.00	46,800
	Includes Frames & Standard Hardware				-
	<b>SUBTOTAL 8.10</b>	<b>\$18.07</b>	<b>SF</b>		<b>46,800</b>
9.10	<b>FINISHES</b>				
	<b>Wall Finishes</b>				
	Stucco, Exterior, 3 Coats	1	LS	5,000.00	5,000
	Gypboard, Type X, 5/8"	1,980	SF	5.00	9,900
	Insulation/Sound Batts	1,180	SF	2.50	2,950
	Misc. Patch & Repair (Per SF Allowance)	2,590	SF	2.50	6,480
	Walls include gypboard, sound batts & paint.				
	<b>Flooring</b>				
	Carpet Tiles	2,264	SF	10.00	22,640
	Vinyl Base, 4"	530	LF	7.50	3,980
	<b>Ceilings</b>				
	Suspended/Framed' Gypboard Ceiling	242	SF	20.00	4,840
	Gypboard, Ceilings, Type X, 5/8"	242	SF	2.50	610

PROJECT: **ROLLING HILLS CITY HALL RENOVATIONS**  
LOCATION: **ROLLING HILLS, CALIFORNIA**  
CLIENT: **CITY OF ROLLING HILLS**  
DESCRIPTION: **OPTION 2 - OFFICES, PUBLIC AREAS & RESTROOMS**

JOB NO.: **20-06**  
PREPARED BY: **RW**  
CHECKED BY: **JFH**  
ESTIMATE DATE: **05/17/21**  
ADJUSTED GSF: **2,590**

REV 0

TWO OPTIONS COMPARISON					
ITEM #	DESCRIPTION	QUANTITY	UNIT	COST	TOTAL
	<b>Painting</b>				
	Painting, Walls, 3 Coats	1,980	SF	2.50	4,950
	Painting, Ceilings, 3 Coats	242	SF	2.50	610
	Paint/Stain Doors	13	EA	200.00	2,600
	Misc. Additional Painting (Allowance)	1	LS	1,000.00	1,000
					-
	<b>SUBTOTAL 9.10</b>	<b>\$25.31</b>	<b>SF</b>		<b>65,560</b>
<b>9.50</b>	<b>TILE</b>				
	<b>Restrooms</b>				
	Ceramic Tile, Floor	190	SF	25.00	4,750
	Ceramic Tile, Wainscot, 4'	404	SF	30.00	12,120
					-
	<b>SUBTOTAL 9.50</b>	<b>\$6.51</b>	<b>SF</b>		<b>16,870</b>
<b>10.10</b>	<b>SPECIALTIES</b>				
	<b>Toilet Accessories</b>				
	Coat Hooks	3	EA	75.00	230
	Grab Bar Sets	2	EA	350.00	700
	Mirrors	3	EA	120.00	360
	Paper Towel Dispenser & Waste Combo	3	EA	750.00	2,250
	Seat Cover Dispensers	3	EA	75.00	230
	Soap Dispensers	3	EA	75.00	230
	Toilet Paper Dispensers	3	EA	75.00	230
	<b>General Building Specialties</b>				
	Misc. General Building Specialties (Allowance)	1	LS	500.00	500
					-
	<b>SUBTOTAL 10.10</b>	<b>\$1.83</b>	<b>SF</b>		<b>4,730</b>
<b>15.10</b>	<b>PLUMBING</b>				
	Toilets	3	EA	2,500.00	7,500
	Urinals	1	EA	1,500.00	1,500
	Lavatories	3	EA	1,000.00	3,000
	Plumbing Rough-Ins	7	EA	3,500.00	24,500
	Sterilization & Testing	1	LS	500.00	500
					-
	<b>SUBTOTAL 15.10</b>	<b>\$14.29</b>	<b>SF</b>		<b>37,000</b>

PROJECT: **ROLLING HILLS CITY HALL RENOVATIONS**  
 LOCATION: **ROLLING HILLS, CALIFORNIA**  
 CLIENT: **CITY OF ROLLING HILLS**  
 DESCRIPTION: **OPTION 2 - OFFICES, PUBLIC AREAS & RESTROOMS**

JOB NO.: **20-06**  
 PREPARED BY: **RW**  
 CHECKED BY: **JFH**  
 ESTIMATE DATE: **05/17/21**  
 ADJUSTED GSF: **2,590**

REV 0

TWO OPTIONS COMPARISON					
ITEM #	DESCRIPTION	QUANTITY	UNIT	COST	TOTAL
15.20	<b>FIRE PROTECTION</b> Adjust Sprinkler Heads (Per SF Allowance)	2,590	SF	1.50	3,890 -
	<b>SUBTOTAL 15.20</b>	<b>\$1.50</b>	<b>SF</b>		<b>3,890</b>
15.30	<b>HVAC</b> Reconfigure Existing HVAC (Per SF Allowance)	2,590	SF	20.00	51,800 -
	<b>SUBTOTAL 15.30</b>	<b>\$20.00</b>	<b>SF</b>		<b>51,800</b>
16.10	<b>ELECTRICAL</b> Reconfigure Existing Electrical (Per SF Allowance)	2,590	SF	30.00	77,700 -
	<b>SUBTOTAL 16.10</b>	<b>\$30.00</b>	<b>SF</b>		<b>77,700</b>



**ROLLING HILLS CITY HALL RENOVATIONS  
2 PORTUGUESE BEND ROAD  
ROLLING HILLS, CALIFORNIA**

**10% SCHEMATIC DESIGN COST ESTIMATE**

**May 9, 2020**

**RHWCC JOB NUMBER:  
20-06**

**PREPARED BY**

**PACIFIC ARCHITECTURE & ENGINEERING, INC.  
HERMOSA BEACH, CA**



**Rev 0**



PACIFIC ARCH & ENG, INC.  
2447 PACIFIC COAST HIGHWAY, SUITE 218  
HERMOSA BEACH, CA 90254

OFFICE: 310-698-8711

DATE:	05/09/20
RHW NO:	20-06
REV:	0

**PROJECT:** ROLLING HILLS CITY HALL RENOVATIONS  
2 PORTUGUESE BEND ROAD  
ROLLING HILLS, CALIFORNIA

**OWNER:** CITY OF ROLLING HILLS

**CLIENT:** CITY OF ROLLING HILLS

**DESIGN TEAM:** PACIFIC ARCHITECTURE & ENGINEERING. INC.  
ARCHITECTURAL: PACIFIC ARCH & ENG  
STRUCTURAL: TBD  
MECHANICAL: TBD  
ELECTRICAL: TBD

**ESTIMATING TEAM:**  
ARCH/STRUCT: RW  
PLUMBING: RW  
ELECTRICAL: RW  
CHECKED BY: JFH

**ESTIMATE LEVEL:** 10% SCHEMATIC DESIGN COST ESTIMATE

**ESTIMATE TYPE:** OPINION OF COST

**PLAN DATE:** 2020-05-06, 3 PAGES

**SPEC DATE:** NONE

**PROJECT TYPE:** ADA & NON-ADA UPGRADES

**PROJECT SCOPE:**  
THE CITY OF ROLLING HILLS IS MODERNIZING THEIR CITY HALL BUILDING WITH ADA UPGRADES

**ESTIMATE BASIS:**

THIS COST ESTIMATE IS DEFINED AS AN "OPINION OF COST" MEANING THAT THE COSTS REFLECTED IN THE ESTIMATE ARE THE CONSIDERED OPINION OF THE ESTIMATOR BASED ON THE CURRENT COSTS OF MATERIAL AND LABOR, UPON INFORMATION AVAILABLE IN PUBLISHED REFERENCE SOURCES, HISTORICAL COST DATA, CLIENT OR VENDOR PROVIDED COST DATA AND THE PERSONAL EXPERIENCE OF THE ESTIMATOR. THE FINAL COST OF THE PROJECT MAY VARY FROM THE ESTIMATOR'S "OPINION OF COST" BASED ON FACTORS BEYOND THE CONTROL OF THE ESTIMATOR SUCH AS, BUT NOT LIMITED TO, THE NUMBER OF GENERAL CONTRACTORS AND/OR SUBCONTRACTORS PARTICIPATING IN THE BID PROCESS; SUDDEN CHANGES IN NATIONAL AND LOCAL MARKET CONDITIONS; THE NATIONAL AND LOCAL ECONOMY; AND DECISIONS MADE BY THE CLIENT.





PACIFIC ARCH & ENG, INC.  
2447 PACIFIC COAST HIGHWAY, SUITE 218  
HERMOSA BEACH, CA 90254

OFFICE: 310-698-8711

DATE: 05/09/20  
RHW NO: 20-06  
REV: 0

COMPETITIVE BIDDING:

THE PRICES IN THIS ESTIMATE ARE BASED ON COMPETITIVE BIDDING. COMPETITIVE BIDDING IS RECEIVING RESPONSIVE BIDS FROM AT LEAST FIVE OR MORE GENERAL CONTRACTORS AND THREE OR MORE RESPONSIVE BIDS FROM MAJOR SUBCONTRACTORS OR TRADES. MAJOR SUBCONTRACTORS ARE CONCRETE, MASONRY, STRUCTURAL STEEL, FRAMING, ROOFING, MECHANICAL, PLUMBING AND ELECTRICAL SUBCONTRACTORS AND ANY OTHER MAJOR COMPONENTS OF THE PROJECT.

WITHOUT COMPETITIVE BIDDING, CONTRACTOR BIDS CAN AND HAVE RANGED FROM 25% TO 100% AND MORE OVER THE PRICES IN THIS ESTIMATE, DEPENDING ON THE SIZE OF THE JOB. WITH COMPETITIVE BIDDING, CONTRACTOR BIDS CAN RANGE AS LOW AS 25% BELOW THE PRICES IN THIS ESTIMATE BASED ON CURRENT MARKET CONDITIONS.

ESCALATION:

ESCALATION IS BASED ON 3.5% PER YEAR AND CARRIED FROM THE ESTIMATE DATE TO THE MID-POINT OF CONSTRUCTION. ONE MAJOR FACTOR IN ESCALATION IS INFLATION AND WE MAY BE IN A PERIOD WITH THE POTENTIAL FOR EXTREME INFLATIONARY PRESSURES. THERE ARE TOO MANY VARIABLES TO DETERMINE HOW ESCALATION WILL IMPACT ANY SPECIFIC PROJECT. THERE MAY ONLY BE NEGLIGIBLE IMPACT OR IT MAY BE GREATER THAN PREDICTED.

WAGE RATES:

THIS OPINION OF COST IS BASED ON MARKET WAGE-RATES & CONDITIONS AND CURRENTLY APPLICABLE PREVAILING WAGES IN LOS ANGELES COUNTY.

WORK SCOPE CHANGES:

THE USER IS CAUTIONED THAT SIGNIFICANT CHANGES IN THE SCOPE OF THE PROJECT, OR ALTERATIONS TO THE PROJECT DOCUMENTS AFTER COMPLETION OF THIS OPINION OF COST ESTIMATE CAN CAUSE MAJOR COST CHANGES. IN THIS CIRCUMSTANCE, RHWCC SHOULD BE NOTIFIED AND AN APPROPRIATE ADJUSTMENT MADE TO THIS OPINION OF COST ESTIMATE.

PHASES: NONE

PRORATES:		AREA SF:	GSF
GENERAL CONDITIONS:	25.0%	ADA AREAS	0
DESIGN CONTINGENCY:	35.0%	NON-ADA AREAS	0
ESCALATION:	2.1%		
INSURANCE & BONDS:	1.2%		
OVERHEAD & PROFIT:	25.0%	TOTAL BUILDING AREA	0

ESCALATION:  
ESCALATION (9 MONTHS TO MPC AT 3.5% P/A)  
ESCALATION PER YEAR: 3.5%

ESTIMATE DATE:	05/09/20			
START DATE:	09/01/20	CONST. LEN:	6.0	MONTHS
FINISH DATE:	03/01/21	MID-POINT:	7.0	MONTHS



PACIFIC ARCH & ENG, INC.  
2447 PACIFIC COAST HIGHWAY, SUITE 218  
HERMOSA BEACH, CA 90254

OFFICE: 310-698-8711

DATE:	05/09/20
RHW NO:	20-06
REV:	0

**SUPPLIER PROVIDED QUOTES & OTHER CONTACTS:**

NONE

**GENERAL EXCLUSIONS (UNLESS OTHERWISE NOTED):**

1. ARCHITECTURAL FEES, ENGINEERING FEES & OTHER SOFT COSTS.
2. THE COST OF LAND & EASEMENT ACQUISITION.
3. ASSESSMENTS, TAXES, FINANCE, LEGAL & DEVELOPMENT CHARGES.
4. COMPRESSION OF SCHEDULE & PREMIUM OR SHIFT WORK.
5. RESTRICTIONS ON THE CONTRACTOR'S WORKING HOURS.
6. BUILDER'S RISK, PROJECT WRAP-UP & OTHER OWNER PROVIDED INSURANCE PROGRAMS.
7. SUSTAINABLE DESIGN & LEED REQUIREMENTS.
8. HAZARDOUS MATERIAL HANDLING, DISPOSAL & ABATEMENT.
9. ENVIRONMENTAL IMPACT MITIGATION.
10. OWNER SUPPLIED & INSTALLED FURNITURE, FIXTURES & EQUIPMENT.
11. LOOSE FURNITURE & EQUIPMENT EXCEPT AS SPECIFICALLY IDENTIFIED.

PROJECT: **ROLLING HILLS CITY HALL RENOVATIONS**  
 LOCATION: **ROLLING HILLS, CALIFORNIA**  
 CLIENT: **CITY OF ROLLING HILLS**  
 DESCRIPTION: **PROJECT SUMMARY**

RHWCC JOB NO: **20-06**  
 PREPARED BY: **RW**  
 CHECKED BY: **JFH**  
 ESTIMATE DATE: **05/09/20**  
 REV: **0**

## 10% SCHEMATIC DESIGN COST ESTIMATE

TAB	DESCRIPTION	ADJ SF	UNIT	COST	TOTAL
	<b>PROJECT SUMMARY</b>				
	<b>OPTION 1 - RESTROOMS &amp; RECONFIGURATION</b>	<b>1,390</b>	<b>SF</b>	<b>\$483.04</b>	<b>\$ 671,420</b>
	<b>OPTION 2 - RESTROOMS</b>	<b>260</b>	<b>SF</b>	<b>\$1,033.31</b>	<b>\$ 268,660</b>
	<b>SPECULATIVE BID RANGE FORECAST</b> <b>BASED ON CURRENT MARKET CONDITIONS</b> <b>AND GENERAL CONTRACTOR BIDDER PARTICIPATION LEVELS</b>				
			<b>%</b>	<b>OPTION 1</b>	<b>OPTION 2</b>
	<b>1 - 2 GC BIDDERS</b>		<b>100%</b>	<b>\$ 1,342,840</b>	<b>\$ 537,320</b>
	<b>2 - 3 GC BIDDERS</b>		<b>75%</b>	<b>\$ 1,174,990</b>	<b>\$ 470,160</b>
	<b>3 - 4 GC BIDDERS</b>		<b>50%</b>	<b>\$ 1,007,130</b>	<b>\$ 402,990</b>
	<b>4 - 5 GC BIDDERS</b>		<b>25%</b>	<b>\$ 839,280</b>	<b>\$ 335,830</b>
	<b>5 - 6 GC BIDDERS</b>		<b>0%</b>	<b>\$ 671,420</b>	<b>\$ 268,660</b>
	<b>6 - 7 GC BIDDERS</b>		<b>-5%</b>	<b>\$ 637,850</b>	<b>\$ 255,230</b>
	<b>7 - 8 GC BIDDERS</b>		<b>-10%</b>	<b>\$ 604,280</b>	<b>\$ 241,800</b>
	<b>8 - 9 GC BIDDERS</b>		<b>-15%</b>	<b>\$ 570,710</b>	<b>\$ 228,370</b>
	<b>10 + GC BIDDERS</b>		<b>-20%</b>	<b>\$ 537,140</b>	<b>\$ 214,930</b>
	<b>NOTE: THE BASIC CONCEPT IS THAT HISTORICALLY WITH FEWER GC BIDDERS PRICES WILL</b> <b>GENERALLY RISE AND WITH MORE GC BIDDERS PRICES WILL GENERALLY FALL.</b>				

PROJECT: **ROLLING HILLS CITY HALL RENOVATIONS**  
 LOCATION: **ROLLING HILLS, CALIFORNIA**  
 CLIENT: **CITY OF ROLLING HILLS**  
 DESCRIPTION: **OPTION 1 - RESTROOMS & MISC. AREAS**

RHWCC JOB NO.: **20-06**  
 PREPARED BY: **RW**  
 CHECKED BY: **JFH**  
 ESTIMATE DATE: **05/09/20**  
 ADJUSTED GSF: **1,390**

REV 0

<b>10% SCHEMATIC DESIGN COST ESTIMATE</b>					
<b>ITEM #</b>	<b>DESCRIPTION</b>	<b>QUANTITY</b>	<b>UNIT</b>	<b>COST</b>	<b>TOTAL</b>
	<b>OPTION 1</b>				
<b>1.10</b>	GENERAL CONDITIONS INCLUDED IN PRORATES			-	<b>NONE</b>
<b>2.10</b>	SITWORK		7.1%	17.99	<b>25,000</b>
<b>2.20</b>	DEMOLITION		8.2%	20.86	<b>28,990</b>
<b>3.10</b>	CONCRETE		5.5%	13.95	<b>19,390</b>
<b>6.10</b>	CARPENTRY		7.5%	19.05	<b>26,480</b>
<b>8.10</b>	DOORS & WINDOWS		10.9%	27.68	<b>38,480</b>
<b>9.10</b>	FINISHES		18.8%	47.68	<b>66,280</b>
<b>9.50</b>	TILE		4.4%	11.28	<b>15,680</b>
<b>10.10</b>	SPECIALTIES		2.4%	6.06	<b>8,430</b>
<b>15.10</b>	PLUMBING		10.5%	26.62	<b>37,000</b>
<b>15.20</b>	FIRE PROTECTION		1.0%	2.50	<b>3,480</b>
<b>15.30</b>	HVAC		9.9%	25.00	<b>34,750</b>
<b>16.10</b>	ELECTRICAL		13.8%	35.00	<b>48,650</b>
	<b>TOTAL DIRECT COST</b>			<b>\$253.68</b>	<b>\$ 352,610</b>
	<b>PRORATES</b>				
	GENERAL CONDITIONS	<b>20.0%</b>			<b>70,530</b>
	DESIGN CONTINGENCY	<b>35.0%</b>			<b>123,420</b>
	ESCALATION	<b>2.1%</b>			<b>7,410</b>
	<b>SUBTOTAL</b>			<b>\$398.54</b>	<b>\$ 553,970</b>
	<b>CONTRACTOR BURDENS</b>				
	BONDS	<b>1.2%</b>			<b>6,650</b>
	OVERHEAD & PROFIT	<b>20.0%</b>			<b>110,800</b>
	<b>OPTION 1 - TOTAL PROJECT COSTS</b>			<b>\$483.04</b>	<b>\$ 671,420</b>

PROJECT: **ROLLING HILLS CITY HALL RENOVATIONS**  
 LOCATION: **ROLLING HILLS, CALIFORNIA**  
 CLIENT: **CITY OF ROLLING HILLS**  
 DESCRIPTION: **OPTION 1 - RESTROOMS & MISC. AREAS**

RHWCC JOB NO.: **20-06**  
 PREPARED BY: **RW**  
 CHECKED BY: **JFH**  
 ESTIMATE DATE: **05/09/20**  
 ADJUSTED GSF: **1,390**

REV 0

<b>10% SCHEMATIC DESIGN COST ESTIMATE</b>					
<b>ITEM #</b>	<b>DESCRIPTION</b>	<b>QUANTITY</b>	<b>UNIT</b>	<b>COST</b>	<b>TOTAL</b>
<b>1.10</b>	<b>GENERAL CONDITIONS</b> See Prorates Above.			0.00	-
	<b>SUBTOTAL 1.10</b>	<b>\$0.00</b>	<b>SF</b>		<b>NONE</b>
<b>2.10</b>	<b>SITework</b> Sewer Line, 4" Restore Landscaping & Hardscape (Allowance)	150 1	LF LS	100.00 10,000.00	<b>15,000</b> <b>10,000</b> -
	<b>SUBTOTAL 2.10</b>	<b>\$17.99</b>	<b>SF</b>		<b>25,000</b>
<b>2.20</b>	<b>DEMOLITION</b> Mass Demolition Areas (Per SF Allowance) Demo for New Restroom Concrete Demo Flooring Only (Per SF Allowance) Haul & Disposal Fees (Allowance) Sawcutting (Allowance)	1,200 224 190 1 1	SF SF SF LS LS	15.00 10.00 5.00 5,300.00 2,500.00	<b>18,000</b> <b>2,240</b> <b>950</b> <b>5,300</b> <b>2,500</b> -
	<b>SUBTOTAL 2.20</b>	<b>\$20.86</b>	<b>SF</b>		<b>28,990</b>
<b>3.10</b>	<b>CONCRETE</b> New Restroom Sloping Concrete & Substrate Float & Level Previous Restroom Floor Concrete Curb, 6" Misc. Concrete Work (Allowance)	224 70 90 1	SF SF LF LS	35.00 10.00 65.00 5,000.00	<b>7,840</b> <b>700</b> <b>5,850</b> <b>5,000</b> -
	<b>SUBTOTAL 3.10</b>	<b>\$13.95</b>	<b>SF</b>		<b>19,390</b>

PROJECT: **ROLLING HILLS CITY HALL RENOVATIONS**  
 LOCATION: **ROLLING HILLS, CALIFORNIA**  
 CLIENT: **CITY OF ROLLING HILLS**  
 DESCRIPTION: **OPTION 1 - RESTROOMS & MISC. AREAS**

RHWCC JOB NO.: **20-06**  
 PREPARED BY: **RW**  
 CHECKED BY: **JFH**  
 ESTIMATE DATE: **05/09/20**  
 ADJUSTED GSF: **1,390**

REV 0

10% SCHEMATIC DESIGN COST ESTIMATE					
ITEM #	DESCRIPTION	QUANTITY	UNIT	COST	TOTAL
6.10	<b>CARPENTRY</b>				
	<b>Rough Carpentry</b>				
	Wood Framed Walls, 2x4	1,250	SF	10.00	12,500
	Wood Framed Walls, 2x8	200	SF	12.50	2,500
	Reframe (e) Door Openings	6	EA	500.00	3,000
	<b>Finish Carpentry</b>				
	Lobby Reception Desk, 10 lf	1	EA	5,000.00	5,000
	Misc. Finish Carpentry (Per SF Allowance)	1,390	SF	2.50	3,480
					-
	<b>SUBTOTAL 6.10</b>	<b>\$19.05</b>	<b>SF</b>		<b>26,480</b>
8.10	<b>DOORS &amp; WINDOWS</b>				
	New Interior Doors, SC Wood, 3'x7'	13	EA	2,960.00	38,480
	Includes Frames & Standard Hardware				-
					-
	<b>SUBTOTAL 8.10</b>	<b>\$27.68</b>	<b>SF</b>		<b>38,480</b>
9.10	<b>FINISHES</b>				
	<b>Wall Finishes</b>				
	New Walls, 2x4 x 125 lf	1,250	SF	20.00	25,000
	New Walls, 2x8 x 20 lf	200	SF	25.00	5,000
	Misc. Patch & Repair (Per SF Allowance)	1,390	SF	2.50	3,480
	Walls include gypboard, sound batts & paint.				
	<b>Flooring</b>				
	Resilient Flooring	570	SF	10.00	5,700
	Carpet Tiles	110	SF	10.00	1,100
	Lobby Brick (Remove & Replace)	380	SF	20.00	7,600
	Vinyl Base, 4"	410	LF	7.50	3,080
	<b>Ceilings</b>				
	Acoustic Ceiling Tile, 2x4	1,060	SF	7.50	7,950
	Suspended Gypboard Ceiling	224	SF	15.00	3,360
	Paint Gypboard Ceiling	224	SF	2.50	560

PROJECT: **ROLLING HILLS CITY HALL RENOVATIONS**  
 LOCATION: **ROLLING HILLS, CALIFORNIA**  
 CLIENT: **CITY OF ROLLING HILLS**  
 DESCRIPTION: **OPTION 1 - RESTROOMS & MISC. AREAS**

RHWCC JOB NO.: **20-06**  
 PREPARED BY: **RW**  
 CHECKED BY: **JFH**  
 ESTIMATE DATE: **05/09/20**  
 ADJUSTED GSF: **1,390**

REV 0

<b>10% SCHEMATIC DESIGN COST ESTIMATE</b>					
<b>ITEM #</b>	<b>DESCRIPTION</b>	<b>QUANTITY</b>	<b>UNIT</b>	<b>COST</b>	<b>TOTAL</b>
	<b>Additional Painting</b>				
	Paint/Stain Doors	13	EA	150.00	<b>1,950</b>
	Misc. Additional Painting (Allowance)	1	LS	1,500.00	<b>1,500</b>
					<b>-</b>
	<b>SUBTOTAL 9.10</b>	<b>\$47.68</b>	<b>SF</b>		<b>66,280</b>
<b>9.50</b>	<b>TILE</b>				
	Ceramic Tile, Floor	224	SF	25.00	<b>5,600</b>
	Ceramic Tile, Wainscot, 4'	336	SF	30.00	<b>10,080</b>
					<b>-</b>
	<b>SUBTOTAL 9.50</b>	<b>\$11.28</b>	<b>SF</b>		<b>15,680</b>
<b>10.10</b>	<b>SPECIALTIES</b>				
	<b>Toilet Partitions &amp; Accessories</b>				
	Toilet Partition, ADA	1	EA	1,500.00	<b>1,500</b>
	Toilet Partition, Door & Panel	1	EA	500.00	<b>500</b>
	Coat Hooks	3	EA	75.00	<b>230</b>
	Grab Bar Sets	2	EA	350.00	<b>700</b>
	Mirrors	3	EA	120.00	<b>360</b>
	Paper Towel Dispenser & Waste Combo	2	EA	750.00	<b>1,500</b>
	Seat Cover Dispensers	3	EA	75.00	<b>230</b>
	Soap Dispensers	3	EA	75.00	<b>230</b>
	Toilet Paper Dispensers	3	EA	75.00	<b>230</b>
	<b>General Building Specialties</b>				
	Corner Guards	8	EA	75.00	<b>600</b>
	Markerboards, 6'x4'	1	EA	600.00	<b>600</b>
	TV Wall Mounting Bracket	1	EA	750.00	<b>750</b>
	Misc. General Building Specialties (Allowance)	1	LS	1,000.00	<b>1,000</b>
					<b>-</b>
	<b>SUBTOTAL 10.10</b>	<b>\$6.06</b>	<b>SF</b>		<b>8,430</b>



PROJECT: **ROLLING HILLS CITY HALL RENOVATIONS**  
 LOCATION: **ROLLING HILLS, CALIFORNIA**  
 CLIENT: **CITY OF ROLLING HILLS**  
 DESCRIPTION: **OPTION 1 - RESTROOMS & MISC. AREAS**

RHWCC JOB NO.: **20-06**  
 PREPARED BY: **RW**  
 CHECKED BY: **JFH**  
 ESTIMATE DATE: **05/09/20**  
 ADJUSTED GSF: **1,390**

REV 0

<b>10% SCHEMATIC DESIGN COST ESTIMATE</b>					
<b>ITEM #</b>	<b>DESCRIPTION</b>	<b>QUANTITY</b>	<b>UNIT</b>	<b>COST</b>	<b>TOTAL</b>
<b>15.10</b>	<b>PLUMBING</b>				
	Toilets	3	EA	2,500.00	<b>7,500</b>
	Urinals	1	EA	1,500.00	<b>1,500</b>
	Lavatories	3	EA	1,000.00	<b>3,000</b>
	Plumbing Rough-Ins	7	EA	3,500.00	<b>24,500</b>
	Sterilization & Testing	1	LS	1,000.00	<b>500</b>
					<b>-</b>
	<b>SUBTOTAL 15.10</b>	<b>\$26.62</b>	<b>SF</b>		<b>37,000</b>
<b>15.20</b>	<b>FIRE PROTECTION</b>				
	Adjust Sprinkler Heads (Per SF Allowance)	1,390	SF	2.50	<b>3,480</b>
					<b>-</b>
	<b>SUBTOTAL 15.20</b>	<b>\$2.50</b>	<b>SF</b>		<b>3,480</b>
<b>15.30</b>	<b>HVAC</b>				
	Reconfigure Existing HVAC (Per SF Allowance)	1,390	SF	25.00	<b>34,750</b>
					<b>-</b>
	<b>SUBTOTAL 15.30</b>	<b>\$25.00</b>	<b>SF</b>		<b>34,750</b>
<b>16.10</b>	<b>ELECTRICAL</b>				
	Reconfigure Existing Electrical (Per SF Allowance)	1,390	SF	35.00	<b>48,650</b>
					<b>-</b>
	<b>SUBTOTAL 16.10</b>	<b>\$35.00</b>	<b>SF</b>		<b>48,650</b>

PROJECT: **ROLLING HILLS CITY HALL RENOVATIONS**  
 LOCATION: **ROLLING HILLS, CALIFORNIA**  
 CLIENT: **CITY OF ROLLING HILLS**  
 DESCRIPTION: **OPTION 2 - RESTROOMS ONLY**

RHWCC JOB NO.: **20-06**  
 PREPARED BY: **RW**  
 CHECKED BY: **JFH**  
 ESTIMATE DATE: **05/09/20**  
 ADJUSTED GSF: **260**

REV 0

<b>10% SCHEMATIC DESIGN COST ESTIMATE</b>					
<b>ITEM #</b>	<b>DESCRIPTION</b>	<b>QUANTITY</b>	<b>UNIT</b>	<b>COST</b>	<b>TOTAL</b>
	<b>OPTION 2</b>				
<b>1.10</b>	GENERAL CONDITIONS INCLUDED IN PRORATES			-	<b>NONE</b>
<b>2.10</b>	SITEWORK		0.0%	-	<b>NONE</b>
<b>2.20</b>	DEMOLITION		7.0%	35.38	<b>9,200</b>
<b>3.10</b>	CONCRETE		11.9%	60.04	<b>15,610</b>
<b>6.10</b>	CARPENTRY		4.6%	23.46	<b>6,100</b>
<b>8.10</b>	DOORS & WINDOWS		6.8%	34.15	<b>8,880</b>
<b>9.10</b>	FINISHES		12.3%	62.23	<b>16,180</b>
<b>9.50</b>	TILE		13.2%	66.81	<b>17,370</b>
<b>10.10</b>	SPECIALTIES		3.6%	18.19	<b>4,730</b>
<b>15.10</b>	PLUMBING		28.2%	142.31	<b>37,000</b>
<b>15.20</b>	FIRE PROTECTION		0.5%	2.50	<b>650</b>
<b>15.30</b>	HVAC		4.9%	25.00	<b>6,500</b>
<b>16.10</b>	ELECTRICAL		6.9%	35.00	<b>9,100</b>
	<b>TOTAL DIRECT COST</b>			<b>\$505.08</b>	<b>\$ 131,320</b>
	<b>PRORATES</b>				
	GENERAL CONDITIONS	<b>25.0%</b>			<b>32,830</b>
	DESIGN CONTINGENCY	<b>35.0%</b>			<b>45,970</b>
	ESCALATION	<b>2.1%</b>			<b>2,760</b>
	<b>SUBTOTAL</b>			<b>\$818.77</b>	<b>\$ 212,880</b>
	<b>CONTRACTOR BURDENS</b>				
	BONDS	<b>1.2%</b>			<b>2,560</b>
	OVERHEAD & PROFIT	<b>25.0%</b>			<b>53,220</b>
	<b>OPTION 2 - TOTAL PROJECT COSTS</b>			<b>\$1,033.31</b>	<b>\$ 268,660</b>

PROJECT: **ROLLING HILLS CITY HALL RENOVATIONS**  
 LOCATION: **ROLLING HILLS, CALIFORNIA**  
 CLIENT: **CITY OF ROLLING HILLS**  
 DESCRIPTION: **OPTION 2 - RESTROOMS ONLY**

RHWCC JOB NO.: **20-06**  
 PREPARED BY: **RW**  
 CHECKED BY: **JFH**  
 ESTIMATE DATE: **05/09/20**  
 ADJUSTED GSF: **260**

REV 0

<b>10% SCHEMATIC DESIGN COST ESTIMATE</b>					
<b>ITEM #</b>	<b>DESCRIPTION</b>	<b>QUANTITY</b>	<b>UNIT</b>	<b>COST</b>	<b>TOTAL</b>
<b>1.10</b>	<b>GENERAL CONDITIONS</b> See Prorates Above.			0.00	- -
	<b>SUBTOTAL 1.10</b>	<b>\$0.00</b>	<b>SF</b>		<b>NONE</b>
<b>2.10</b>	<b>SITework</b> None				- -
	<b>SUBTOTAL 2.10</b>	<b>\$0.00</b>	<b>SF</b>		<b>NONE</b>
<b>2.20</b>	<b>DEMOLITION</b> Mass Demolition Areas (Per SF Allowance) Demo for New Restroom Concrete Haul & Disposal Fees (Allowance) Sawcutting (Allowance)	260 260 1 1	SF SF LS LS	15.00 10.00 1,700.00 1,000.00	<b>3,900</b> <b>2,600</b> <b>1,700</b> <b>1,000</b> -
	<b>SUBTOTAL 2.20</b>	<b>\$35.38</b>	<b>SF</b>		<b>9,200</b>
<b>3.10</b>	<b>CONCRETE</b> New Restroom Sloping Concrete & Substrate Concrete Curb, 6" Misc. Concrete Work (Allowance)	210 104 1	SF LF LS	35.00 65.00 1,500.00	<b>7,350</b> <b>6,760</b> <b>1,500</b> -
	<b>SUBTOTAL 3.10</b>	<b>\$60.04</b>	<b>SF</b>		<b>15,610</b>

PROJECT: **ROLLING HILLS CITY HALL RENOVATIONS**  
 LOCATION: **ROLLING HILLS, CALIFORNIA**  
 CLIENT: **CITY OF ROLLING HILLS**  
 DESCRIPTION: **OPTION 2 - RESTROOMS ONLY**

RHWCC JOB NO.: **20-06**  
 PREPARED BY: **RW**  
 CHECKED BY: **JFH**  
 ESTIMATE DATE: **05/09/20**  
 ADJUSTED GSF: **260**

REV 0

<b>10% SCHEMATIC DESIGN COST ESTIMATE</b>					
<b>ITEM #</b>	<b>DESCRIPTION</b>	<b>QUANTITY</b>	<b>UNIT</b>	<b>COST</b>	<b>TOTAL</b>
<b>6.10</b>	<b>CARPENTRY</b>				
	<b>Rough Carpentry</b>				
	Wood Framed Walls, 2x4	120	SF	10.00	<b>1,200</b>
	Wood Framed Walls, Dbl 2x4	340	SF	12.50	<b>4,250</b>
	<b>Finish Carpentry</b>				
	Misc. Finish Carpentry (Per SF Allowance)	260	SF	2.50	<b>650</b>
					<b>-</b>
	<b>SUBTOTAL 6.10</b>	<b>\$23.46</b>	<b>SF</b>		<b>6,100</b>
<b>8.10</b>	<b>DOORS &amp; WINDOWS</b>				
	New Interior Doors, SC Wood, 3'x7'	3	EA	2,960.00	<b>8,880</b>
	Includes Frames & Standard Hardware				<b>-</b>
	<b>SUBTOTAL 8.10</b>	<b>\$34.15</b>	<b>SF</b>		<b>8,880</b>
<b>9.10</b>	<b>FINISHES</b>				
	<b>Wall Finishes</b>				
	New Walls, 2x4 x 12 lf	120	SF	20.00	<b>2,400</b>
	New Walls, Dbl 2x4 x 34 lf	340	SF	25.00	<b>8,500</b>
	Misc. Patch & Repair (Per SF Allowance)	260	SF	2.50	<b>650</b>
	Walls include gypboard, sound batts & paint.				
	<b>Ceilings</b>				
	Suspended Gypboard Ceiling	210	SF	15.00	<b>3,150</b>
	Paint Gypboard Ceiling	210	SF	2.50	<b>530</b>
	<b>Additional Painting</b>				
	Paint/Stain Doors	3	EA	150.00	<b>450</b>
	Misc. Additional Painting (Allowance)	1	LS	500.00	<b>500</b>
					<b>-</b>
	<b>SUBTOTAL 9.10</b>	<b>\$62.23</b>	<b>SF</b>		<b>16,180</b>



PROJECT: **ROLLING HILLS CITY HALL RENOVATIONS**  
 LOCATION: **ROLLING HILLS, CALIFORNIA**  
 CLIENT: **CITY OF ROLLING HILLS**  
 DESCRIPTION: **OPTION 2 - RESTROOMS ONLY**

RHWCC JOB NO.: **20-06**  
 PREPARED BY: **RW**  
 CHECKED BY: **JFH**  
 ESTIMATE DATE: **05/09/20**  
 ADJUSTED GSF: **260**

REV 0

10% SCHEMATIC DESIGN COST ESTIMATE					
ITEM #	DESCRIPTION	QUANTITY	UNIT	COST	TOTAL
9.50	<b>TILE</b>				
	Ceramic Tile, Floor	210	SF	25.00	5,250
	Ceramic Tile, Wainscot, 4'	404	SF	30.00	12,120
					-
	<b>SUBTOTAL 9.50</b>	<b>\$66.81</b>	<b>SF</b>		<b>17,370</b>
10.10	<b>SPECIALTIES</b>				
	<b>Toilet Accessories</b>				
	Coat Hooks	3	EA	75.00	230
	Grab Bar Sets	2	EA	350.00	700
	Mirrors	3	EA	120.00	360
	Paper Towel Dispenser & Waste Combo	3	EA	750.00	2,250
	Seat Cover Dispensers	3	EA	75.00	230
	Soap Dispensers	3	EA	75.00	230
	Toilet Paper Dispensers	3	EA	75.00	230
	<b>General Building Specialties</b>				
	Misc. General Building Specialties (Allowance)	1	LS	500.00	500
					-
	<b>SUBTOTAL 10.10</b>	<b>\$18.19</b>	<b>SF</b>		<b>4,730</b>
15.10	<b>PLUMBING</b>				
	Toilets	3	EA	2,500.00	7,500
	Urinals	1	EA	1,500.00	1,500
	Lavatories	3	EA	1,000.00	3,000
	Plumbing Rough-Ins	7	EA	3,500.00	24,500
	Sterilization & Testing	1	LS	500.00	500
					-
	<b>SUBTOTAL 15.10</b>	<b>\$142.31</b>	<b>SF</b>		<b>37,000</b>
15.20	<b>FIRE PROTECTION</b>				
	Adjust Sprinkler Heads (Per SF Allowance)	260	SF	2.50	650
					-
	<b>SUBTOTAL 15.20</b>	<b>\$2.50</b>	<b>SF</b>		<b>650</b>

PROJECT: **ROLLING HILLS CITY HALL RENOVATIONS**  
 LOCATION: **ROLLING HILLS, CALIFORNIA**  
 CLIENT: **CITY OF ROLLING HILLS**  
 DESCRIPTION: **OPTION 2 - RESTROOMS ONLY**

RHWCC JOB NO.: **20-06**  
 PREPARED BY: **RW**  
 CHECKED BY: **JFH**  
 ESTIMATE DATE: **05/09/20**  
 ADJUSTED GSF: **260**

REV 0

<b>10% SCHEMATIC DESIGN COST ESTIMATE</b>					
<b>ITEM #</b>	<b>DESCRIPTION</b>	<b>QUANTITY</b>	<b>UNIT</b>	<b>COST</b>	<b>TOTAL</b>
<b>15.30</b>	<b>HVAC</b> Reconfigure Existing HVAC (Per SF Allowance)	260	SF	25.00	<b>6,500</b> -
	<b>SUBTOTAL 15.30</b>	<b>\$25.00</b>	<b>SF</b>		<b>6,500</b>
<b>16.10</b>	<b>ELECTRICAL</b> Reconfigure Existing Electrical (Per SF Allowance)	260	SF	35.00	<b>9,100</b> -
	<b>SUBTOTAL 16.10</b>	<b>\$35.00</b>	<b>SF</b>		<b>9,100</b>



## *City of Rolling Hills*

INCORPORATED JANUARY 24, 1957

**Agenda Item No.: 8.C**

**Mtg. Date: 06/28/2021**

**TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL**

**FROM: MEREDITH ELGUIRA, PLANNING DIRECTOR**

**THRU: ELAINE JENG P.E., CITY MANAGER**

**SUBJECT: VIEW CASE FEE REDUCTION (\$2,000 TO \$1,000) AS RECOMMENDED BY THE FINANCE/BUDGET/AUDIT COMMITTEE.**

**DATE: June 28, 2021**

---

### **BACKGROUND:**

The proposed fee reduction was inadvertently left out of the previous fee schedule amendment proposal that raised fees for Construction and Debris Demolition Permit and False Alarms, and established a fee for Wireless Telecommunication Facility Application.

The Finance/Budget/Audit Committee, at its last meeting, proposed to reduce the current fee to file a Committee on Trees and Views Application from \$2,000 to \$1,000.

### **DISCUSSION:**

The Committee on Trees and Views Application fee covers staff time, newspaper publication, public notice mailers, legal counsel's time, and capital costs. Staff could spend up to one year or more processing CTV cases. Numerous hours are spent on the phone, at the counter and on site discussing the complaint with the complainant and vegetation owner. Additional hours are spent reviewing the case file, requesting information, preparing reports, visiting the sites, talking with legal counsel, talking with neighbors, holding field trips and evening meetings. Prior to the application submittal, staff also spends numerous hours meeting with complainant and vegetation owners trying to facilitate reconciliation.

### **FISCAL IMPACT:**

The adopted fee will be included in the Fee Schedule, which will be included in the proposed FY 2021/22 Budget.

### **RECOMMENDATION:**

Provide directions to staff on the proposed fee reduction.

### **ATTACHMENTS:**



## *City of Rolling Hills*

INCORPORATED JANUARY 24, 1957

**Agenda Item No.: 9.A**

**Mtg. Date: 06/28/2021**

**TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL**

**FROM: ASHFORD BALL, SENIOR MANAGEMENT ANALYST**

**THRU: ELAINE JENG P.E., CITY MANAGER**

**SUBJECT: RECEIVE AND FILE COMMUNITY SURVEY RESULTS ON SANITARY SEWER COLLECTION SYSTEM.**

**DATE: June 28, 2021**

---

### **BACKGROUND:**

The community of Rolling Hills has been considering a collection system for the past 30 years and feasibility studies have been conducted numerous times over this period. The previous approach to implementation included a citywide effort but this required all residents to commit to connecting to the system simultaneously. In the current approach, the City Council is looking at building the collection system for the entire City incrementally, starting with collecting the sewage discharge from the City Hall campus to include the main gate house, City Hall, the RHCA building and future restrooms and kitchen at the tennis courts.

Since then many residents have expressed to City Hall staff the desire to transition from septic tanks to sewer lines and have inquired about the status of the 8" sewer main. In 2019, the Los Angeles County Public Works and Sanitation District approved the discharge of effluent (sewage) for 235 homes within the City of Rolling Hills through an 8" sewer main. In 2020, the City Council engaged the services of an engineering team to design 1,300-1,500 linear feet of the 8" sewer main from the main gate along Portuguese Bend Road/Rolling Hills to an existing manhole near Lariat Lane.

### **DISCUSSION:**

The City conducted a survey in order to provide Council a better understanding of interest regarding a sanitation sewer collection system, the funding and construction of a 8" sewer main line. Based upon the responses and comments of the community City Council will take the results of this survey in consideration to eventually make a community informed decision of whether or not to approve funding and construction.

**The Survey will end on Sunday June 27, 2021 at 5:00pm.**

### **Below is a brief summary of the survey responses:**

- There were a total of 107 responses to survey on 6/23/2021.
- 77 out of the 106 responses septic tanks are older than 20 years and 19 out of the 106 are between 10 and 20 years old.



- 86 out of 103 responses or 83% want the city to implement additional sewer collection lines within the city.
- Another 86 out of 103 responses or 83% said if the city constructed a sewer collection line on their street that they would disconnect from their septic and pay to connect to a sewer main.
- 82 of 99 responses or 83% wants the City Council to fund the construction of the 8" sewer main line.

**FISCAL IMPACT:**

The cost to conduct the community survey is included in the operational budget for Fiscal Year 2020-2021.

**RECOMMENDATION:**

Receive and file.

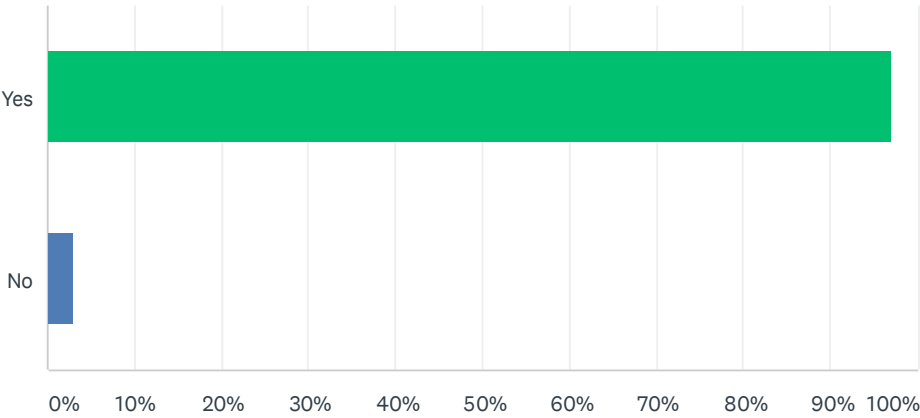
**ATTACHMENTS:**

[Sewer Survey Responses Data 5.27.21-6.23.21 \(No. 4\).pdf](#)

[\(Question 6 Comments\) Sewer Survey Responses Data 5.27.21-6.23.21.pdf](#)

Q1 Is your property served by a septic tank?

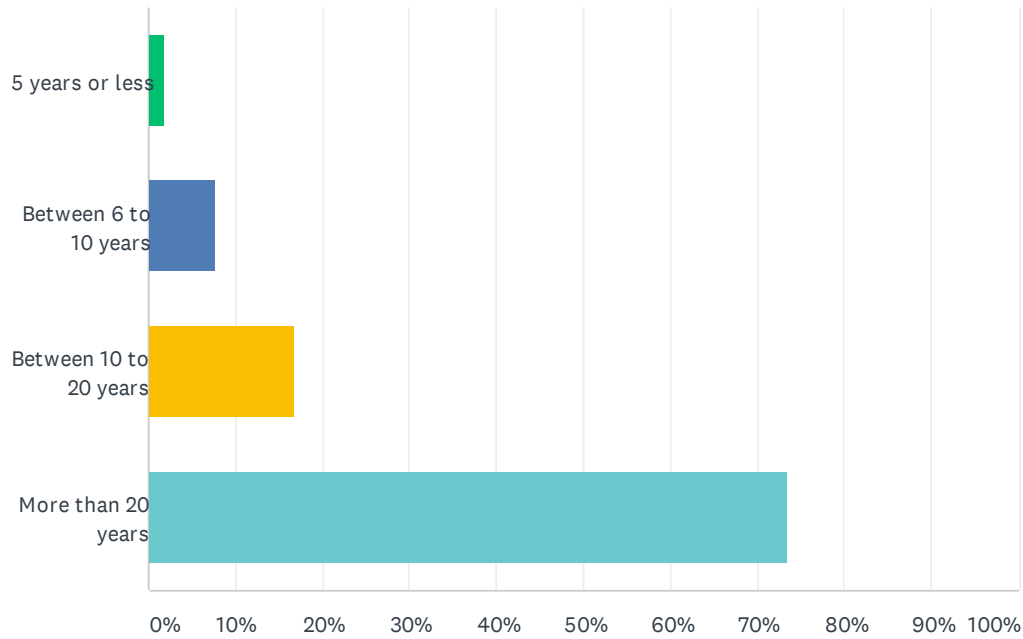
Answered: 103    Skipped: 0



ANSWER CHOICES		RESPONSES	
Yes		97.09%	100
No		2.91%	3
Total Respondents: 103			

## Q2 How old is your septic tank?

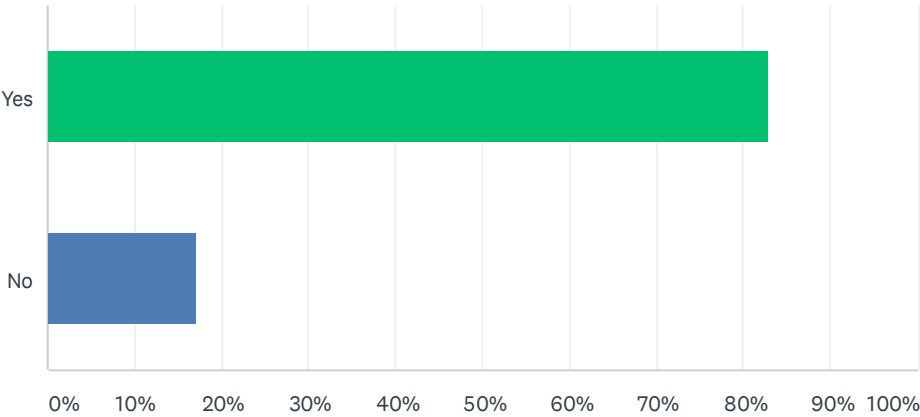
Answered: 102 Skipped: 1



ANSWER CHOICES	RESPONSES	
5 years or less	1.96%	2
Between 6 to 10 years	7.84%	8
Between 10 to 20 years	16.67%	17
More than 20 years	73.53%	75
TOTAL		102

Q3 Do you want the City Council to fund the construction of the 8” sewer main along Portuguese Bend Road/Rolling Hills Road?

Answered: 99    Skipped: 4

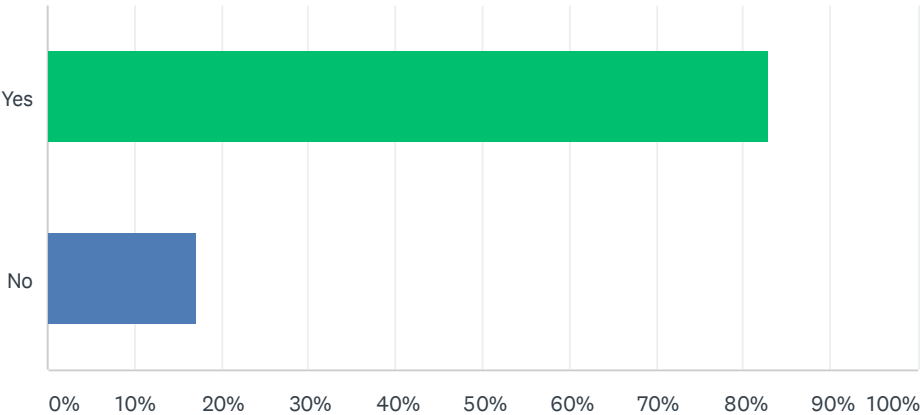


ANSWER CHOICES	RESPONSES	
Yes	82.83%	82
No	17.17%	17
Total Respondents: 99		



Q4 Do you want the City Council to implement additional sewer collection lines within the City?

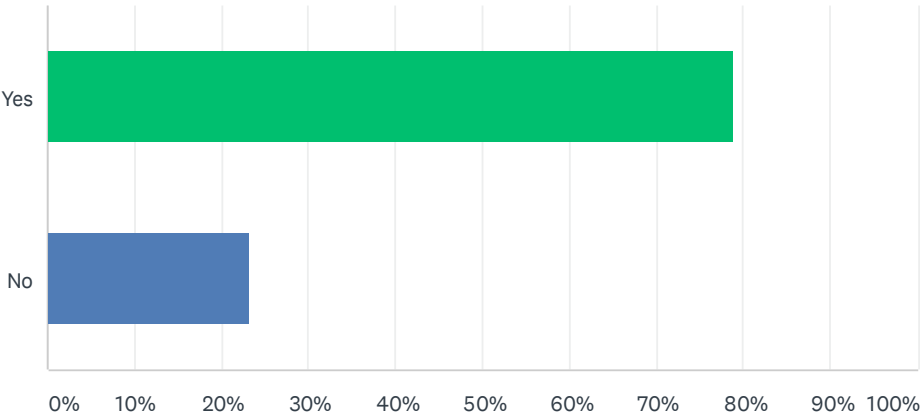
Answered: 99    Skipped: 4



ANSWER CHOICES	RESPONSES	
Yes	82.83%	82
No	17.17%	17
Total Respondents: 99		

Q5 If the City constructs a sewer collection line along your street, would you disconnect from your existing septic tank and pay to connect to the sewer main?

Answered: 99    Skipped: 4



ANSWER CHOICES	RESPONSES	
Yes	78.79%	78
No	23.23%	23
Total Respondents: 99		

## Q6 If the answer to question 5 is no, why not?

Answered: 34   Skipped: 69

## Q6 If the answer to question 5 is no, why not?

Answered: 34 Skipped: 69

#	RESPONSES	DATE
1	I answered YES! and I can not hit the done button until I put something in this box. I would gladly pay anything to be on the sewer system in ALL of Rolling Hills	6/23/2021 8:52 AM
2	My tank is relatively new.	6/22/2021 11:48 AM
3	The cost of doing this would obviously need to be considered as it is not a quick YES. I would like to say YES, but given the uncertainty of cost of doing this, I cannot commit to saying YES as this time. Are there cost estimates of doing this or what it would take to connect for a residence?	6/21/2021 1:42 PM
4	It does not sound feasible to come all the way up to the top of crest. What would the expense be? Right now I pay \$120 a year to service my septic. I'm assuming the assessment for this will be more.	6/21/2021 11:34 AM
5	Septic works fine	6/21/2021 11:32 AM
6	City Council - First let me thank each of you for your service to city! To explain, in part, my answer to Question #3 is because I have very strong feelings that providing this service to 235 properties, and excluding the other approximately 425 properties is only inviting a huge conflict in our beautiful community! As I understand it your vote will provide sewer lines to property at no cost to the 235 properties. Then perhaps at a later time the council will "consider providing"; sewer service to the other 425 properties. I further understand that the original 235 properties will pay nothing to have the lines to their properties and the remaining properties will be responsible for the entire cost of the complete sewer use. If this is true, my vote how is the infrastructure could cost the entire property owners...to benefit only the 235 residents. I would consider changing my vote on this of if the city would , at this time, included approval for the remaining parcels at a cost distributed to the entire at a cost distributed to the entire city residents. By approving this the entire city residents would be therefore equally, at the same time and not require a future vote for the 425 properties that would no doubt not be approved by the 235 property owners. What correspondence has been forwarded to LA County Office of Public Works to request the approved money be allocated to the entire city, to list a few.	6/15/2021 11:55 AM
7	would like to know the approximate cost.	6/14/2021 9:55 AM
8	can't answer all these questions because I'm not clear on if my area would be served or not. If the entire city is being done then I'm ok. But if t'sonly going to be a few homes then I don't think it's fair everyone else has to pay.	6/12/2021 12:28 PM
9	Not unless the ejection system was paid and maintained by the city.	6/10/2021 10:58 AM
10	I am fine with the connection of the sewer line on Portuguese Bend Rd. My septic works perfectly fine and I am not willing to pay for something I don't need. I know it will be be very expensive.	6/10/2021 10:53 AM
11	Need more information regarding the cost of doing this versus remaining on septic	6/10/2021 9:09 AM
12	I can't agree to pay for the connection without knowing the cost. In order to make this decision I need to know how much it	6/8/2021 12:14 PM



## ROLLING HILLS COMMUNITY SURVEY SANITATION SEWER COLLECTION SYSTEM

would cost, and what it takes to route the line and restore property's vegetation, hardscape, etc.

13	Septic tanks functions very well.	6/7/2021 2:01 PM
14	Why do I need to pay? I pay fees to live here and I wasn't required to pay fees at my last location for sewer.	6/7/2021 1:20 PM
15	Obvious question is how much will i be paying. I'm willing to pay, but the price could be too high - so how much? We need an estimate!	6/7/2021 11:17 AM
16	Cost and sewers lines if not properly maintained are a greater risk for leaking and causing land movement	6/6/2021 5:44 PM
17	septic tanks work fine - the additional costs for a sewer system are not justified	6/6/2021 4:41 PM
18	concerned about extra cost	6/6/2021 1:53 PM
19	My septic system has been properly maintained and functions perfectly. Dual tanks and dual seepage pits allow this system to operate properly for at least another fifty years. I think IF a new system is installed it should be funded only by the residents who benefit from the cost of installation similar to undergrounding costs for electricty.	6/6/2021 11:56 AM
20	It would be good to know the estimated cost.	6/6/2021 11:13 AM
21	Our answer yes to connecting to a sewer line depends on the cost.	6/5/2021 11:00 AM
22	It would require an expensive pump system to replace the septic tank since the tank is at least 40' below street level.	6/5/2021 10:08 AM
23	It damages and ruins Rolling Hills' country style living. Damage environment. Unnecessary cost to residents.	6/4/2021 4:02 PM
24	I only agree for the City to pay for the sewer line if EVERYONE will be able to be connected. It is NOT fair if only the homes near the Main gate receive this benefit. Like when you undergrounded the utilities only on Portuguese Bend & Crest. What about the homes off Eastfied????	6/4/2021 1:16 PM
25	unknown costs	6/4/2021 10:40 AM
26	Answer is actually "maybe". It depends fully on costs.	6/4/2021 8:34 AM
27	City should help cover that cost through General Find budget	6/3/2021 7:09 PM
28	I'll wait until it's no longer sufficient. It also depends on cost.	6/3/2021 2:54 PM
29	N/A. We hate the septic tank and would be happy to get rid of it.	6/3/2021 8:59 AM
30	The dollars spent would be better invested -- if invested at all -- in undergrounding Edison lines, which reduces the risk of fires; vastly improves the cosmetics of the community; and increases property values. An extensive sewer system in the community reduces the impediment to high-density housing, which conflicts with the community's rural atmosphere and could compromise our valued privacy, safety, and security. Septic tanks are not particularly expensive to maintain; work satisfactorily for many years; and are cost-effective in communities where the family sizes are relatively modest in numbers, reducing the need for higher capacity sewer systems. I would fully expect the cost of installing and connecting to sewers would be extremely high; the trenching would damage existing landscaping and driveways; and might compromise the affordability of some of the older, retired residents to continue living in the community. The buying and selling of such homes would no doubt benefit those realtors conducting business in the community, which I do not regard a "good reason" for residents to incur these expenses (directly or through assessments) to financially benefit realtors. This community has a waste disposal system in the community that is not "broken," I see no compelling reason to "fix it." Leaving the septic	6/2/2021 1:20 PM

## ROLLING HILLS COMMUNITY SURVEY SANITATION SEWER COLLECTION SYSTEM

system, as it is, might deter some of the State's increasing demands for low income housing. As the City of Los Angeles has experienced, over half of the County's fires 54 percent have been caused by the homeless, incepting at their encampments. As a designated "extreme high fire risk" community, managing fire risk is a far more compelling objective than a sewer system that no one sees, or feels, except for the cost to which residents will be subjected.

31	Depends on the cost. It could be 1,000 or 100,000. You can't ask such an open ended question.	5/31/2021 7:17 PM
32	What would the connection fee be for homeowners to connect. Please provide more financial information.	5/31/2021 2:07 PM
33	I'm on a sewer I paid for.	5/31/2021 12:37 PM
34	It would have to not cost much for water and sewer highbhere in this town	5/31/2021 8:43 AM



## *City of Rolling Hills*

INCORPORATED JANUARY 24, 1957

**Agenda Item No.: 9.B**

**Mtg. Date: 06/28/2021**

**TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL**

**FROM: MEREDITH ELGUIRA, PLANNING DIRECTOR**

**THRU: ELAINE JENG P.E., CITY MANAGER**

**SUBJECT: STORMWATER COMPLIANCE WITH TOTAL MAXIMUM DAILY LOAD (TMDL): DECISION NEEDED ON TIME SCHEDULE ORDER (TSO) TORRANCE AIRPORT PROJECT, AND PARTICIPATION IN PENINSULA EWMP.**

**DATE: June 28, 2021**

---

### **BACKGROUND:**

Recent developments have occurred that could impact the City's alternative compliance methods with stormwater Total Maximum Daily Loads (TMDL). TMDL represents the maximum amount of a pollutant that a body of water can receive without violating water quality standards. The City has reached a point that requires it to inform its partner agencies and the Water Regional Board on whether or not the City will join the Torrance Airport Project and Enhanced Watershed Management Program (EWMP), and decide on the City's request for Time Schedule Order (TSO) for Machado Lake. Consequently, submittal of a formal notification to join the EWMP to the Regional Board, submittal of revised EWMP that includes Rolling Hills and revision to the Coordinated Integrated Monitoring Program (CIMP) will need to be prepared.

### **DISCUSSION:**

The latest developments below will help inform the City's path forward in complying with TMDLs: results from the Sepulveda Canyon monitoring, the Regional Board's decision to not extend the Machado Lake TSO and deadline to join the EWMP.

- Sepulveda Canyon: No flow was observed during any of the rain events throughout 2020-2021. The City can use this finding to show its natural terrain combined with the City's Low Impact Development help retain the 85th percentile/24-hour design storm. However, a rainy season could yield different results therefore the Regional Board may ask for an additional year of flow monitoring to bolster this data.
- TSO: Machado Lake TMDLs was not included in the group of TMDLs extended in March 2021. The Board prefers TSO to allow additional time for compliance and would like to know if agencies are planning to submit a TSO. If the City can prove it is in compliance with TMDLs, there is no need to request a TSO. Based on the current findings, the City will meet its TMDLs.

- EWMP: If the Mechado Lake, Santa Monica Bay, and LA Harbor TMDLs are not met, the City's alternative compliance options are only available if the City joins the EWMP. The PVP Cities and LA County have finalized and approved their EWMP but the City of Rolling Hills has not confirmed its plan to participate. Lastly, if the City is planning to join the EWMP, the City must notify the Board soon.

The resulting decisions from above will inform subsequent decisions on revising the EWMP and CIMP.

**FISCAL IMPACT:**

None.

**RECOMMENDATION:**

Provide directions to staff on actions to pursue to meet Total Maximum Daily Load (TMDL) compliance.

**ATTACHMENTS:**

[RH\\_TMDL\\_AlternativeCompliance\\_2021-06-28.pdf](#)





# TMDL Compliance Moving Forward

City of Rolling Hills | June 2021 | McGowan Consulting

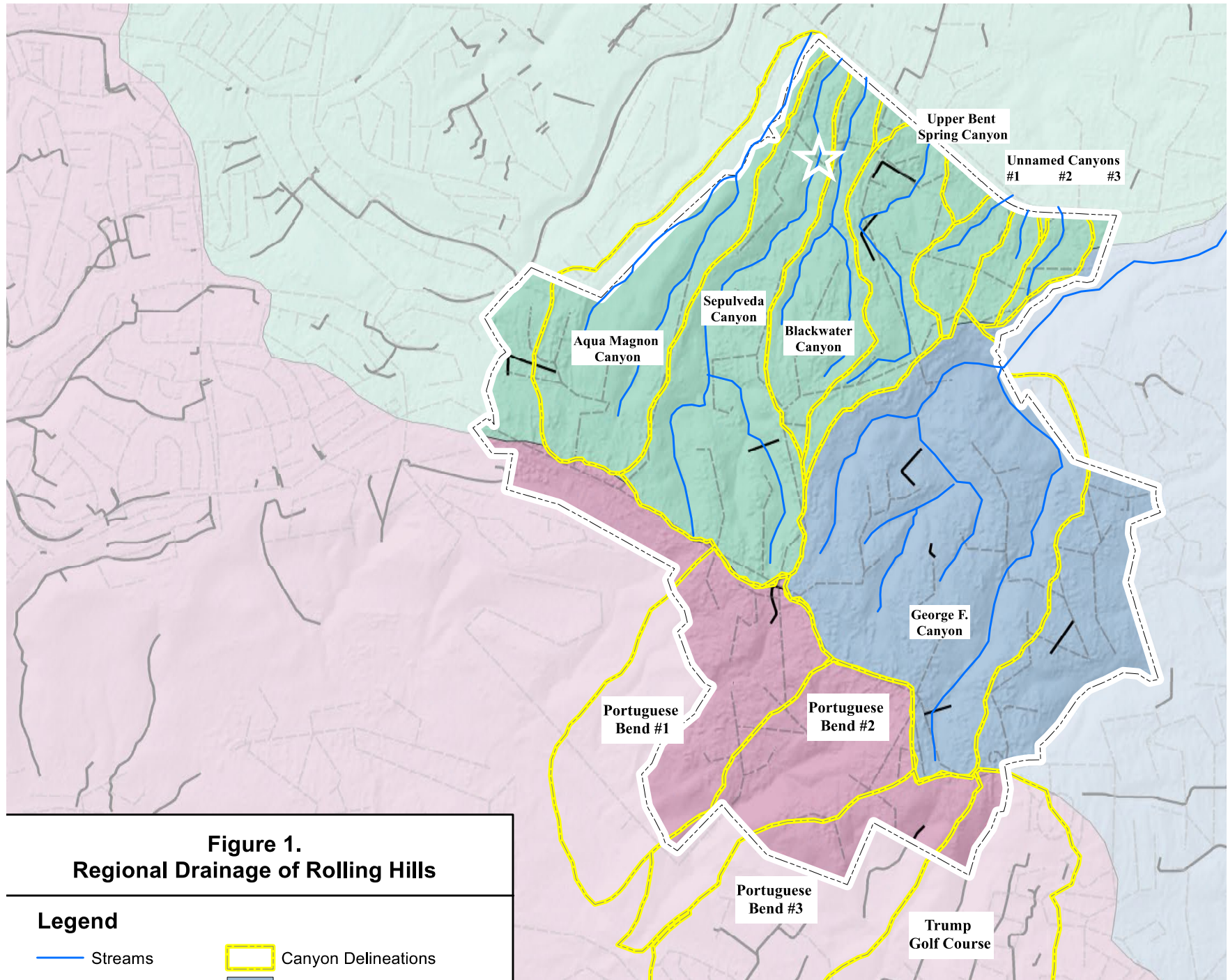
# Outline

- 1<sup>st</sup> year Monitoring Results
- Regulatory Update
- Alternative Compliance via EWMP
- Timeline of Actions & Staff Recommendation

# Sepulveda Canyon Monitoring



24-Hr Period	Rainfall Depth *
12/28-29/2020 12am – 12am	1.2 inches
1/23-24/2021 2am – 2am	0.32 inches
1/28-29/2021 2pm – 2pm	1.13 inches
3/10-11/2021 1am – 1am	0.89 inches
3/14-15/2021 10am – 10am	0.22 inches
85 <sup>th</sup> % - 24-hr rainfall depth is between 1.0 – 1.1 inches	
Total Seasonal Rainfall as of 6/23/21 has been 4.61 inches	
Average annual rainfall is 12.46 inches for Peninsula	
*County rain gauge at Rolling Hills Fire Station	



**Figure 1.**  
**Regional Drainage of Rolling Hills**

**Legend**

Streams

Canyon Delineations



## Regulatory update

---

Regional Board will not modify Machado Lake TMDL to extend schedule via a Basin Plan Amendment

---

Time Schedule Orders instead

---

Regional Permit adoption anticipated by end of July 2021

# Compliance Options

## **Baseline: monitor to show TMDLs & other pollutant limits are met**

Water quality monitoring meets all pollutant limits:

- Machado Lake
  - Phosphorus, nitrogen, pesticides & PCBs
- Los Angeles Harbor Toxics
  - Metals, pesticides & PCBs
- Santa Monica Bay
  - DDT, PCBs

## **Alternative Compliance Options via joining EWMP:**

1. City's canyons retain the design storm (85%, 24-hr runoff volume)  
or
2. Enhancement of City's canyons and/or downstream regional projects to meet the TMDL  
(only if 1 is not demonstrated)



Recommended Actions	Time Frame
1. Notify Torrance and PVP WMG that City will not be participating in Torrance Airport Project	July 2021
2. Contact Regional Board staff regarding City’s plan to join the Peninsula EWMP	August 2021
3. Withdraw City’s Requests for Time Schedule Order for Machado Lake TMDLs	August 2021
4. Formally notify Regional Board of intent to participate in Peninsula EWMP	TBD
5. Submit revised EWMP Submittal to include Rolling Hills	TBD
6. Revise CIMP to substitute Sepulveda Canyon monitoring site for Lariat CIMP monitoring site (with other changes)	FY2022/23

# Questions & Discussion

Thank You





## *City of Rolling Hills*

INCORPORATED JANUARY 24, 1957

**Agenda Item No.: 9.C**

**Mtg. Date: 06/28/2021**

**TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL**

**FROM: TERRY SHEA, FINANCE DIRECTOR**

**THRU: ELAINE JENG P.E., CITY MANAGER**

**SUBJECT: GIFTING OF PROPOSITION C TO ROLLING HILLS ESTATES AND RANCHO PALOS VERDES FOR REHABILITATING SILVER SPUR ROAD.**

**DATE: June 28, 2021**

---

### **BACKGROUND:**

The City annually receives countywide tax disbursements from Proposition A, Proposition C, Measure R and Measure M funds to be used for transportation and transit-related purposes. Proposition A and C funds are dedicated to transit and major arterial improvements; they are not eligible for use in Rolling Hills due to the roads within the City being privately owned and maintained. Measure R and Measure M funds are eligible for transportation improvement projects on public properties. In years past, the City would accumulate local return funds and solicit interest in exchanging the local return funds for General Fund monies or gift funds towards other transportation-related purposes with another public agency. These funds have a five year spend down period.

Since 2019 the City has accumulated \$65,000 in Proposition C Funds. On January 27, 2021, a letter was sent to the neighboring Peninsula cities and PVP Transit inquiring as to their interest in an exchange of Proposition A funds and gifting of the Proposition C funds.

### **DISCUSSION:**

The City of Rolling Hills Estates (RHE) and Rancho Palos Verdes (RPV) responded to Rolling Hills' solicitation.

City of Rolling Hills Estates is interested in Proposition C funds to resurface Silver Spur Road from Crenshaw Blvd. to Drybank Drive. The City of Rancho Palos Verdes is interested in Proposition C funds to resurface Silver Spur Road from Drybank Drive to Hawthorne Blvd. Silver Spur Road is a major arterial serving the residents of Rolling Hills. The Silver Spur Road resurfacing is a joint project between RHE and RPV and both Cities agreed to receive a portion of the Proposition C funds based on the lineal feet of Silver Spur Road within their respective boundaries. Silver Spur Road has 2,970 lineal

feet in RHE and 2,000 lineal feet in RPV, so 60% is RHE and 40% is in RPV. Staff recommends gifting of the City's available Proposition C funds to Rolling Hills Estates and Rancho Palos Verdes to supplement the Silver Spur Road resurfacing project.

## **FISCAL IMPACT:**

### Proposition C

Fiscal Year (FY)	Amount	Benefiting Agency	Exchange Rate	General Fund Revenue
2002/2003	\$ 46,146.50	RH Estates	N/A	N/A
2002/2003	\$ 46,146.50	Rancho PV	N/A	N/A
2005/2006	\$ 83,000	RH Estates	N/A	N/A
2008/2009	\$ 38,174	Rancho PV	N/A	N/A
2008/2009	\$ 38,174	RH Estates	N/A	N/A
2010/2011	\$ 9,000	RH Estates	N/A	N/A
2010/2011	\$ 18,000	Rancho PV	N/A	N/A
2010/2011	\$ 3,000	PVP Transit	N/A	N/A
2012/2013	\$ 40,000	RH Estates	N/A	N/A
2014/2015	\$70,000	RH Estates	N/A	N/A
2016/2017	\$65,000	RH Estates	N/A	N/A
2018/2019	\$65,000	RH Estates	N/A	N/A
<b>2020/2021 Proposed</b>	<b>\$39,000</b>	<b>RH Estates</b>	<b>N/A</b>	<b>N/A</b>
<b>2020/2021 Proposed</b>	<b>\$26,000</b>	<b>Rancho PV</b>	<b>N/A</b>	<b>N/A</b>

## **RECOMMENDATION:**

It is recommended that the City Council consider and approve the following:

1. Gift a total of \$39,000 of Proposition C funds to the City of Rolling Hills Estates for resurfacing Silver Spur Road from Crenshaw Blvd. to Drybank Drive and authorize the City Manager to execute the Proposition C Funds Assignment Agreement between the City of Rolling Hills and the City of Rolling Hills Estates; and
2. Gift a total of \$26,000 of Proposition C funds to the City of Rancho Palos Verdes for resurfacing Silver Spur Road from Drybank Drive to Hawthorne Blvd and authorize the City Manager to execute the Proposition C Funds Assignment Agreement between the City of Rolling Hills and the City of Rancho Palos Verdes ; and
3. Approve Resolution 1283 Approving an Agreement between the City of Rolling Hills, California and the City of Rolling Hills Estates Assigning to the City of Rolling Hills Estates its available Proposition C Transportation Funds ; and
4. Approve Resolution 1284 Approving an Agreement between the City of Rolling Hills, California and the City of Rancho Palos Verdes Assigning to the City of Rancho Palos Verdes its available Proposition C Transportation Funds.

## **ATTACHMENTS:**

Proposition C Fund Letters.pdf  
ResolutionNo1283 Re\_Prop\_C\_Funds\_RHE.docx  
ResolutionNo1284 Re\_Prop\_C\_Funds\_RPV.docx



# City of Rolling Hills

INCORPORATED JANUARY 24, 1957

NO. 2 PORTUGUESE BEND ROAD  
ROLLING HILLS, CALIF. 90274  
(310) 377-1521  
FAX: (310) 377-7288

January 27, 2021

Mr. Greg Grammer  
City Manager  
Rolling Hills Estates  
4045 Palos Verdes Drive N.  
Rolling Hills Estates, CA 90274

RE: PROPOSITION C FUNDS

Dear Mr. Grammer:

The City of Rolling Hills has accumulated \$60,000 in Proposition C Local Return Funds that we are unable to utilize within the City. With this letter, we are inquiring if your agency would be interested in a portion or all the City's funds, which may only be "gifted" to another jurisdiction for transportation/transit-related projects that would also benefit the City of Rolling Hills.

Please advise us of the project(s) you can use with the use of the gifted funds.

Please contact Elaine Jeng, City Manager at [ejeng@cityofrh.net](mailto:ejeng@cityofrh.net) or (310) 377-1521 by Friday, February 26, 2021 and let her know if you be interested in these funds.

Sincerely,

Elaine Jeng, P.E.  
City Manager

CC: Terry Shea, Finance Director

EJ:cv  
Proposition C-Gifting fund





# City of Rolling Hills

INCORPORATED JANUARY 24, 1957

NO. 2 PORTUGUESE BEND ROAD  
ROLLING HILLS, CALIF. 90274  
(310) 377-1521  
FAX: (310) 377-7288

January 27, 2021

Mr. Ara Mihranian  
City Manager  
City of Rancho Palos Verdes  
30940 Hawthorne Blvd.  
Rancho Palos Verdes, CA 90275

RE: PROPOSITION C FUNDS

Dear Mr. Mihranian:

The City of Rolling Hills has accumulated \$60,000 in Proposition C Local Return Funds that we are unable to utilize within the City. With this letter, we are inquiring if your agency would be interested in a portion or all the City's funds, which may only be "gifted" to another jurisdiction for transportation/transit-related projects that would also benefit the City of Rolling Hills.

Please advise us of the project(s) you can use with the use of the gifted funds.

Please contact Elaine Jeng, City Manager at [ejeng@cityofrh.net](mailto:ejeng@cityofrh.net) or (310) 377-1521 by Friday, February 26, 2021 and let her know if you be interested in these funds.

Sincerely,

Elaine Jeng, P.E.  
City Manager

CC: Terry Shea, Finance Director

EJ:cv  
Proposition C-Gifting fund



# City of Rolling Hills

INCORPORATED JANUARY 24, 1957

NO. 2 PORTUGUESE BEND ROAD  
ROLLING HILLS, CALIF. 90274  
(310) 377-1521  
FAX: (310) 377-7288

January 27, 2021

Ms. Laura Guglielmo  
City Manager  
City of Palos Verdes Estates  
340 Palos Verdes Drive West  
Palos Verdes Estates, CA 90274

RE: PROPOSITION C FUNDS

Dear Ms. Guglielmo:

The City of Rolling Hills has accumulated \$60,000 in Proposition C Local Return Funds that we are unable to utilize within the City. With this letter, we are inquiring if your agency would be interested in a portion or all the City's funds, which may only be "gifted" to another jurisdiction for transportation/transit-related projects that would also benefit the City of Rolling Hills.

Please advise us of the project(s) you can use with the use of the gifted funds.

Please contact Elaine Jeng, City Manager at [ejeng@cityofrh.net](mailto:ejeng@cityofrh.net) or (310) 377-1521 by Friday, February 26, 2021 and let her know if you be interested in these funds.

Sincerely,

Elaine Jeng, P.E.  
City Manager

CC: Terry Shea, Finance Director

EJ:cv  
Proposition C-Gifting fund



# City of Rolling Hills

INCORPORATED JANUARY 24, 1957

NO. 2 PORTUGUESE BEND ROAD  
ROLLING HILLS, CALIF. 90274  
(310) 377-1521  
FAX: (310) 377-7288

January 27, 2021

Mr. Martin Gombert  
Administrator  
Palos Verdes Peninsula Transit Authority  
PO Box 2656  
P.V. Peninsula, CA 90274

RE: PROPOSITION C FUNDS

Dear Mr. Mihranian:

The City of Rolling Hills has accumulated \$60,000 in Proposition C Local Return Funds that we are unable to utilize within the City. With this letter, we are inquiring if your agency would be interested in a portion or all the City's funds, which may only be "gifted" to another jurisdiction for transportation/transit-related projects that would also benefit the City of Rolling Hills.

Please advise us of the project(s) you can use with the use of the gifted funds.

Please contact Elaine Jeng, City Manager at [ejeng@cityofrh.net](mailto:ejeng@cityofrh.net) or (310) 377-1521 by Friday, February 26, 2021 and let her know if you be interested in these funds.

Sincerely,

Elaine Jeng, P.E.  
City Manager

CC: Terry Shea, Finance Director

EJ:cv  
Proposition C-Gifting fund

RESOLUTION NO. 1283

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
ROLLING HILLS, CALIFORNIA ASSIGNING TO THE CITY OF  
ROLLING HILLS ESTATES ITS AVAILABLE PROPOSITION C  
TRANSPORTATION FUNDS

WHEREAS, the City of Rolling Hills has a fund balance of approximately \$65,000 in Proposition C Local Return Funds for transportation projects; and

WHEREAS, the City of Rolling Hills does not have projects that are eligible for funding with Proposition C Local Return Funds; and

WHEREAS, the City of Rolling Hills Estates has identified projects that qualify for funding with Proposition C Local Return Funds; and

WHEREAS, the City of Rolling Hills has a general interest in supporting eligible projects for transportation, to maintain traffic flow and to improve bicycle and pedestrian facilities on the Palos Verdes Peninsula; and

WHEREAS, the City of Rolling Hills has the specific interest in improving and resurfacing Silver Spur Road from Crenshaw Blvd. to Dry bank Drive since Silver Spur Road is a major arterial serving the residents of the City of Rolling Hills.

WHEREAS, at this time the City wishes to the allocate Proposition C Local Return Funds to another public agency to be utilized for an eligible use;

NOW, THEREFORE, the City Council of the City of Rolling Hills, California, does hereby resolve as follows:

Section 1. The City of Rolling Hills hereby assigns to the City of Rolling Hills Estates \$39,000 in Proposition C Local Return Funds for Silver Spur Road Resurfacing Project.

Section 2. The City Council approves an Agreement for the assignment of said funds. Said Agreement is hereto attached as Exhibit “A” and is made a part hereof by reference.

Section 3. The City of Rolling Hills will submit its documentation for the Los Angeles Metropolitan Transportation Authority to allocate these funds to the City of Rolling Hills Estates for the appropriate eligible programs in the City.

Section 4. The City Clerk shall certify to the adoption of this Resolution and shall forward certified copies to the Los Angeles County Metropolitan Transportation Authority and the City of Rolling Hills Estates.

Section 5. The City Manager is hereby directed and authorized to execute any necessary documents, including, but not limited to agreements, amendments, forms, and applications to follow through with this transfer of funds.

Section 6. The City Clerk, or duly appointed deputy, is directed to attest thereto.

PASSED, APPROVED, AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF  
ROLLING HILLS ON THIS 28th DAY OF JUNE 2021.

---

Bea Dieringer  
Mayor

ATTEST:

---

City Clerk



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

The foregoing Resolution No. 1283 entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
ROLLING HILLS, CALIFORNIA ASSIGNING TO THE CITY  
OF ROLLING HILLS ESTATES ITS AVAILABLE  
PROPOSITION C TRANSPORTATION FUNDS

was approved and adopted at a regular meeting of the City Council on June 28, 2021 by the  
following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
City Clerk

PROPOSITION C FUNDS ASSIGNMENT AGREEMENT

This Assignment Agreement is made and entered into this 28 day of June, 2021 by and between the City of Rolling Hills and the City of Rolling Hills Estates, with respect to the following facts:

- A. The City of Rolling Hills Estates maintains the roadways and plans to resurface Silver Spur Road from Crenshaw Blvd. to Drybank Drive.
- B. The City of Rolling Hills has an accumulation of uncommitted Proposition C Local Return funds which could be made available to the City of Rolling Hills Estates to assist in providing the services described in Paragraph A of this Agreement. The City of Rolling Hills is willing to assign uncommitted Proposition C Local Return funds to the City of Rolling Hills Estates for the purpose identified in Paragraph A.

Now, therefore, in consideration of the mutual benefits to be derived by the parties and of the premises herein contained, it is mutually agreed as follows:

1. Gifting.

The City of Rolling Hills agrees to assign \$39,000 of its uncommitted Proposition C Local Return funds to the City of Rolling Hills Estates in Fiscal Year 2020/2021.

2. Consideration.

The City of Rolling Hills shall assign the agreed upon Proposition C Local Return funds to the City of Rolling Hills Estates in one payment no later than July 15, 2021.

3. Term.

This Agreement is effective on the date above written and for such time as is necessary for both parties to complete their mutual obligations under this Agreement.

4. Termination.

Termination of this Agreement may be made by either party before the date of approval of the project description covering the funds in question by the Metropolitan Transportation Authority, so long as written notice of intent to terminate is given to the other party at least five (5) days prior to the termination.

5. Notices.

Notices shall be given pursuant to this Agreement by personal service on the party to be notified, or by written notice upon such party deposited in the custody of the United States Postal Service addressed as follows:

- a. Elaine Jeng, City Manager  
City of Rolling Hills  
2 Portuguese Bend Road  
Rolling Hills, California 90274
- b. Greg Grammer, City Manager  
City of Rolling Hills Estates  
4045 Palos Verdes Drive North  
Rolling Hills, California 90274

6. Assurances.

- a. The City of Rolling Hills Estates shall use the assigned Proposition C Local Return funds only for the purpose of providing the project discussed in Paragraph A of this Agreement and within the time limits specified in Metropolitan Transportation Authority’s Proposition C Local Return Guidelines.

- b. Concurrently with the Execution of this Agreement, the City of Rolling Hills Estates shall provide the Metropolitan Transportation Authority with the Standard Assurances and Understandings Regarding Receipt of Use of Proposition C Funds specified in the Guidelines regarding the use of the assigned Proposition C Local Return Funds.

IN WITNESS WHEREOF, the parties hereto have caused this Assignment Agreement to be executed by their respective officers, duly authorized, on the day and year written above.

CITY OF ROLLING HILLS ESTATES

CITY OF ROLLING HILLS

By: \_\_\_\_\_  
City Manager

By: \_\_\_\_\_  
City Manager

ATTEST

ATTEST:

By: \_\_\_\_\_  
City Clerk

By: \_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

By: \_\_\_\_\_  
City Attorney

By: \_\_\_\_\_  
City Attorney

RESOLUTION NO. 1284

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
ROLLING HILLS, CALIFORNIA ASSIGNING TO THE CITY OF  
RANCHO PALOS VERDES ITS AVAILABLE PROPOSITION C  
TRANSPORTATION FUNDS

WHEREAS, the City of Rolling Hills has a fund balance of approximately \$65,000 in Proposition C Local Return Funds for transportation projects; and

WHEREAS, the City of Rolling Hills does not have projects that are eligible for funding with Proposition C Local Return Funds; and

WHEREAS, the City of Rancho Palos Verdes has identified projects that qualify for funding with Proposition C Local Return Funds; and

WHEREAS, the City of Rolling Hills has a general interest in supporting eligible projects for transportation, to maintain traffic flow and to improve bicycle and pedestrian facilities on the Palos Verdes Peninsula; and

WHEREAS, the City of Rolling Hills has the specific interest in improving and resurfacing Silver Spur Road from Drybank Drive to Hawthorne Blvd. since Silver Spur Road is a major arterial serving the residents of the City of Rolling Hills.

WHEREAS, at this time the City wishes to the allocate Proposition C Local Return Funds to another public agency to be utilized for an eligible use;

NOW, THEREFORE, the City Council of the City of Rolling Hills, California, does hereby resolve as follows:

Section 1. The City of Rolling Hills hereby assigns to the City of Rancho Palos Verdes \$26,000 in Proposition C Local Return Funds for Silver Spur Road Resurfacing Project.

Section 2. The City Council approves an Agreement for the assignment of said funds. Said Agreement is hereto attached as Exhibit "A", and is made a part hereof by reference.

Section 3. The City of Rolling Hills will submit its documentation for the Los Angeles Metropolitan Transportation Authority to allocate these funds to the City of Rancho Palos Verdes for the appropriate eligible programs in the City.

Section 4. The City Clerk shall certify to the adoption of this Resolution and shall forward certified copies to the Los Angeles County Metropolitan Transportation Authority and the City of Rancho Palos Verdes.

Section 5. The City Manager is hereby directed and authorized to execute any necessary documents, including, but not limited to agreements, amendments, forms, and applications to follow through with this transfer of funds.

Section 6. The City Clerk, or duly appointed deputy, is directed to attest thereto.

PASSED, APPROVED, AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF  
ROLLING HILLS ON THIS 28th DAY OF JUNE 2021.

---

Bea Dieringer  
Mayor

ATTEST:

---

City Clerk



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

The foregoing Resolution No. 1284 entitled:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
ROLLING HILLS, CALIFORNIA ASSIGNING TO THE CITY  
OF RANCHO PALOS VERDES ITS AVAILABLE  
PROPOSITION C TRANSPORTATION FUNDS

was approved and adopted at a regular meeting of the City Council on June 28, 2021 by the  
following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
City Clerk

PROPOSITION C FUNDS ASSIGNMENT AGREEMENT

This Assignment Agreement is made and entered into this 28 day of June, 2021 by and between the City of Rolling Hills and the City of Rancho Palos Verdes, with respect to the following facts:

- A. The City of Rancho Palos Verdes maintains the roadways and plans to resurface Palos Silver Spur Road from Drybank Drive to Hawthorne Blvd.
- B. The City of Rolling Hills has an accumulation of uncommitted Proposition C Local Return funds which could be made available to the City of Rancho Palos Verdes to assist in providing the services described in Paragraph A of this Agreement. The City of Rolling Hills is willing to assign uncommitted Proposition C Local Return funds to the City of Rancho Palos Verdes for the purpose identified in Paragraph A.

Now, therefore, in consideration of the mutual benefits to be derived by the parties and of the premises herein contained, it is mutually agreed as follows:

1. Gifting.

The City of Rolling Hills agrees to assign \$26,000 of its uncommitted Proposition C Local Return funds to the City of Rancho Palos Verdes in Fiscal Year 2020-2021.

2. Consideration.

The City of Rolling Hills shall assign the agreed upon Proposition C Local Return funds to the City of Rancho Palos Verdes in one payment no later than July 15, 2021.

3. Term.

This Agreement is effective on the date above written and for such time as is necessary for both parties to complete their mutual obligations under this Agreement.

4. Termination.

Termination of this Agreement may be made by either party before the date of approval of the project description covering the funds in question by the Metropolitan Transportation Authority, so long as written notice of intent to terminate is given to the other party at least five (5) days prior to the termination.

5. Notices.

Notices shall be given pursuant to this Agreement by personal service on the party to be notified, or by written notice upon such party deposited in the custody of the United States Postal Service addressed as follows:

- a. Elaine Jeng, City Manager  
City of Rolling Hills  
2 Portuguese Bend Road  
Rolling Hills, California 90274
- b. Ara Michael Mihranian, City Manager  
City of Rancho Palos Verdes  
30940 Hawthorne Blvd.  
Rancho Palos Verdes, California 90275

6. Assurances.

- a. The City of Rancho Palos Verdes shall use the assigned Proposition C Local Return funds only for the purpose of providing the project discussed in Paragraph A of this Agreement and within the time limits specified in Metropolitan Transportation Authority’s Proposition C Local Return Guidelines.

- b. Concurrently with the Execution of this Agreement, the City of Rancho Palos Verdes shall provide the Metropolitan Transportation Authority with the Standard Assurances and Understandings Regarding Receipt of Use of Proposition C Funds specified in the Guidelines regarding the use of the assigned Proposition C Local Return Funds.

IN WITNESS WHEREOF, the parties hereto have caused this Assignment Agreement to be executed by their respective officers, duly authorized, on the day and year written above.

CITY OF RANCHO PALOS VERDES

CITY OF ROLLING HILLS

By: \_\_\_\_\_  
City Manager

By: \_\_\_\_\_  
City Manager

ATTEST

ATTEST:

By: \_\_\_\_\_  
City Clerk

By: \_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

By: \_\_\_\_\_  
City Attorney

By: \_\_\_\_\_  
City Attorney



## *City of Rolling Hills*

INCORPORATED JANUARY 24, 1957

**Agenda Item No.: 9.D**

**Mtg. Date: 06/28/2021**

**TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL**

**FROM: ASHFORD BALL, SENIOR MANAGEMENT ANALYST**

**THRU: ELAINE JENG P.E., CITY MANAGER**

**SUBJECT: RECEIVE AND FILE A REPORT ON FIRE FUEL COMMITTEE MEETING HELD ON JUNE 16, 2021 AND APPROVE COMMITTEE'S RECOMMENDATIONS.**

**DATE: June 28, 2021**

---

### **BACKGROUND:**

The Fire Fuel Committee met on Wednesday, June 16, 2021 at 6:30pm. 6 members of the public attended the meeting. The Committee met for two hours and 30 minutes and discussed current enforcements on residents of the dead vegetation ordinance outlined by the municipal code Chapter 8.30 Fire Fuel Abatement. There was much discussion regarding what the proper way to uphold accountability of each residents' contribution to fire fuel abatement was and whether or not they would enforce the code's verbatim content or take another approach. The Committee also discussed the comments received from Council at the previous City Council meeting on June 14, 2021 and deliberated about funding an annual fire fuel abatement project per year. Lastly, the committee continued dialogue on potential programs and projects to encourage fire fuel abatement in the canyons.

### **DISCUSSION:**

#### **The committee took the following actions at the June 16, 2021 meeting:**

1. Made the decision to enforce the municipal code's outlining of resident's failing to properly maintain their property's vegetation declaring it a nuisance via 8.30.010 and 8.30.020
  - The Fire Fuel Committee is then suggesting that henceforth the following actions outlined in 8.24.100 be carried out which also includes The provisions of Sections 8.24.070, 8.24.080 and 8.24.090 excluding the resident taking on criminal charges and potentially going to jail.
2. Make recommendation to Council for the City to get chippers down on the trails and pay for another chipping day as a short term resolution to the annual fire fuel abatement project and to further develop a long-term plan for the annual fire fuel abatement.

#### **The Committee requested Staff to provide the following information for the next meeting:**

1. Get clarification on the potential violation on usage of public funds on private property contributing money towards some people's property and not others and re-consider during next meeting



2. Find out if the RHCA can add chipping events.
  3. Contact the California Department of Fish and Wildlife to see if they could provide us a buffer of distance to work away from Blue Line Streams and areas of habitat.
- Staff is working with Republic Services on details relating to the Committee's recommendation to provide communal 40 yard bins for residents to deposit green waste.

**FISCAL IMPACT:**

The cost to hold Fire Fuel Committee meetings is included in the operational budget for Fiscal Year 2020-2021. The ten communal green waste bins per year will be provided by Republic Services free of charge to the City. The proposed additional chipping event(s) is expected to be paid for by the RHCA.

**RECOMMENDATION:**

Receive and file report and approve the Fire Fuel Committee's recommendation.

**ATTACHMENTS:**

[Fire Fuel Committee Agenda 06.16.2021.pdf](#)



# *City of Rolling Hills*

INCORPORATED JANUARY 24, 1957

2 Portuguese Bend Road  
Rolling Hills, CA 90274

**AGENDA**  
**Special Fire Fuel Management**  
**Committee Meeting**

**FIRE FUEL MANAGEMENT**  
**COMMITTEE**  
**Wednesday, June 16, 2021**

**CITY OF ROLLING HILLS**  
**6:30 PM**

## **Executive Order**

This meeting is held pursuant to Executive Order N-29-20 issued by Governor Gavin Newsom on March 17, 2020. All Committee members will participate by teleconference.

Public Participation: City Hall will be closed to the public until further notice. A live audio of the City Council meeting will be available on the City's website (<http://www.rolling-hills.org/>). The meeting agenda is on the City's website.

Join Zoom Meeting

<https://us02web.zoom.us/j/83444907576?pwd=UHhpMGtIczlZUDhyNmJTVW9tMXJoQT09>

Or dial (669) 900-9128

Meeting ID: 834 4490 7576; Passcode: 906138

Members of the public may submit comments in real time by emailing the City Clerk at [cityclerk@cityofrh.net](mailto:cityclerk@cityofrh.net). Your comments will become part of the official meeting record. Please provide your full name, but please do not provide any other personal information (i.e., phone numbers, addresses, etc.) that you do not want to be published.

## **1. PARTICIPANTS**

## **2. ITEMS FOR DISCUSSION**

- 2.A. **DISCUSS CURRENT ENFORCEMENT OF THE DEAD VEGETATION ORDINANCE.**  
**RECOMMENDATION: Discuss vegetation ordinance and develop recommendation for City Council consideration.**
- 2.B. **DISCUSS COMMENTS RECEIVED FROM COUNCIL AND PUBLIC DURING THE CITY COUNCIL MEETING ON JUNE 14, 2021 RESPONDING TO THE COMMITTEE'S RECOMMENDATION OF FUNDING ONE FIRE FUEL ABATEMENT PROJECT PER YEAR.**  
**RECOMMENDATION: Discuss potential options to develop and fund one fire fuel abatement project per year.**
- 2.C. **CONTINUE DISCUSSIONS ON POTENTIAL PROGRAMS AND PROJECTS TO**

**ENCOURAGE FIRE FUEL ABATEMENT IN THE CANYONS.**

**RECOMMENDATION: Discuss topic and develop recommendations for City Council consideration.**

**3. COMMENTS WILL BE TAKEN BY EMAIL IN REAL TIME - PUBLIC COMMENT WELCOME**

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.

**4. ADJOURNMENT**

**Documents pertaining to an agenda item received after the posting of the agendas 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

---

**Agenda Item No.: 2.A**

**Mtg. Date: 06/16/2021**

**TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

**FROM:** JANELY SANDOVAL, CITY CLERK

**THRU:** ELAINE JENG P.E., CITY MANAGER

**SUBJECT:** DISCUSS CURRENT ENFORCEMENT OF THE DEAD VEGETATION ORDINANCE.

**DATE:** June 16, 2021

---

**BACKGROUND:**

Council Member Mirsch asked to discuss ordinance regarding regulation.

**DISCUSSION:**

None.

**FISCAL IMPACT:**

None.

**RECOMMENDATION:**

Discuss vegetation ordinance and develop recommendation for City Council consideration.

**ATTACHMENTS:**





## *City of Rolling Hills*

INCORPORATED JANUARY 24, 1957

---

**Agenda Item No.: 2.B**

**Mtg. Date: 06/16/2021**

**TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL**

**FROM: JANELY SANDOVAL, CITY CLERK**

**THRU: ELAINE JENG P.E., CITY MANAGER**

**SUBJECT: DISCUSS COMMENTS RECEIVED FROM COUNCIL AND PUBLIC DURING THE CITY COUNCIL MEETING ON JUNE 14, 2021 RESPONDING TO THE COMMITTEE'S RECOMMENDATION OF FUNDING ONE FIRE FUEL ABATEMENT PROJECT PER YEAR.**

**DATE: June 16, 2021**

---

**BACKGROUND:**

None.

**DISCUSSION:**

None.

**FISCAL IMPACT:**

None.

**RECOMMENDATION:**

Discuss potential options to develop and fund one fire fuel abatement project per year.

**ATTACHMENTS:**



## *City of Rolling Hills*

INCORPORATED JANUARY 24, 1957

---

**Agenda Item No.: 2.C**

**Mtg. Date: 06/16/2021**

**TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

**FROM:** JANELY SANDOVAL, CITY CLERK

**THRU:** ELAINE JENG P.E., CITY MANAGER

**SUBJECT:** CONTINUE DISCUSSIONS ON POTENTIAL PROGRAMS AND PROJECTS TO ENCOURAGE FIRE FUEL ABATEMENT IN THE CANYONS.

**DATE:** June 16, 2021

---

**BACKGROUND:**

None.

**DISCUSSION:**

None.

**FISCAL IMPACT:**

None.

**RECOMMENDATION:**

Discuss topic and develop recommendations for City Council consideration.

**ATTACHMENTS:**



## *City of Rolling Hills*

INCORPORATED JANUARY 24, 1957

**Agenda Item No.: 9.E**

**Mtg. Date: 06/28/2021**

**TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL**

**FROM: ASHFORD BALL, SENIOR MANAGEMENT ANALYST**

**THRU: ELAINE JENG P.E., CITY MANAGER**

**SUBJECT: REVIEW CURRENT HEALTH ORDERS AND CONSIDER CONDUCTING CITY COUNCIL IN-PERSON MEETINGS STARTING ON JULY 12, 2021. (SUPPLEMENTAL)**

**DATE: June 28, 2021**

---

### **BACKGROUND:**

As of June 15, 2021 and in connection with the State terminating the Blueprint for a safer economy and entering into a new phase of the COVID-19 pandemic, this Order replaces the prior health order, Reopening Safer at Work and in the Community, in its entirety. Based on increasing COVID-19 vaccination coverage and the success of Los Angeles County and the State in lowering transmission of the virus that causes COVID-19, this Order removes the local capacity limits on business and other sectors, local physical distancing requirements, and many other previously required safety modifications. Businesses are no longer required to prepare and post protocols or in most instances submit plans or notifications of events to the Los Angeles County Department of Public Health. Also, except for youth, healthcare, and other high-risk congregate settings, prior sector-specific guidance under local health protocols are not longer required.

This Order, which aligns with the State Public Health Officer Order of June 11, 2021, continues to place certain safety requirements on individuals, including making requirements in some settings, consistent with the federal and state rules. And it places some requirements on businesses and government entities, such as a general requirement to report positive cases in the workplace and in schools, a new and much more limited requirement for signage, and a proof of vaccination or testing negative for COVID-19 requirements to admit people to attending indoor mega-events largely consistent with state rules. Also, this Order includes best practice recommendations to reduce COVID-19 risk, but not requirements for individuals, businesses, and government entities.

### **DISCUSSION:**

#### **Per the new Health Order, Staff took the following actions:**

1. Proper postage and visibility of COVID-19 prevention/cautionary signage at all entry points for patrons within the facility.

2. Change of verbiage on signage informing the public of full vaccination requirement in order to not have to wear a mask indoors rather than wearing a mask at all times regardless of vaccination.
3. Proper signage providing contact information for the Los Angeles County Department of Public Health in the event of three or more COVID-19 cases at workplace facilities.
4. Provided each staff member a copy of Best Practices for COVID-19 prevention in offices.
5. Met with all staff providing information and understanding of updated regulations of the health order.
6. Placed masks at front counter in order to provide protection for patrons/employees who have not yet been fully vaccinated or would like to wear a mask.
7. Reached out to City Attorney to include new health order changes in Employee Handbook.

The actions taken to date allow City Hall to accommodate in person meeting moving forward.

**Per the new health order and in-person meetings, the City will continue to allow:**

1. Call-in and Live-Stream options for individuals to attend meetings.
2. Submit emails of comments and questions during meetings to [cityclerk@cityofrh.net](mailto:cityclerk@cityofrh.net).

**FISCAL IMPACT:**

None.

**RECOMMENDATION:**

Staff is recommending that the Council provide directions on in-person meetings starting July 12, 2021.

**ATTACHMENTS:**





## *City of Rolling Hills*

INCORPORATED JANUARY 24, 1957

---

**Agenda Item No.: 10.A**

**Mtg. Date: 06/28/2021**

**TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL**

**FROM: CONNIE VIRAMONTES , ADMINISTRATIVE ASSISTANT**

**THRU: ELAINE JENG P.E., CITY MANAGER**

**SUBJECT: LATEST INFORMATION ON EQUINE EVACUATION PROVIDED BY THE LOS ANGELES COUNTY DEPARTMENT OF ANIMAL CARE AND CONTROL EQUINE RESPONSE TEAM. (MIRSCH)**

**DATE: June 28, 2021**

---

**BACKGROUND:**

None.

**DISCUSSION:**

None.

**FISCAL IMPACT:**

None.

**RECOMMENDATION:**

None.

**ATTACHMENTS:**



## *City of Rolling Hills*

INCORPORATED JANUARY 24, 1957

---

**Agenda Item No.: 10.B**

**Mtg. Date: 06/28/2021**

**TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL**

**FROM: CONNIE VIRAMONTES , ADMINISTRATIVE ASSISTANT**

**THRU: ELAINE JENG P.E., CITY MANAGER**

**SUBJECT: COMMUNITY MEETING ON PUBLIC SAFETY WITH THE LOS ANGELES COUNTY SHERIFF'S DEPARTMENT LOMITA STATION, SCHEDULE FOR TUESDAY, JULY 13, 2021 AT 6:30PM. (DIERINGER)**

**DATE: June 28, 2021**

---

**BACKGROUND:**

None.

**DISCUSSION:**

None.

**FISCAL IMPACT:**

None.

**RECOMMENDATION:**

None.

**ATTACHMENTS:**



## *City of Rolling Hills*

INCORPORATED JANUARY 24, 1957

---

**Agenda Item No.: 10.C**

**Mtg. Date: 06/28/2021**

**TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL**

**FROM: CONNIE VIRAMONTES , ADMINISTRATIVE ASSISTANT**

**THRU: ELAINE JENG P.E., CITY MANAGER**

**SUBJECT: CONSIDER ESTABLISHING A NO CAMPING ORDINANCE. (BLACK)**

**DATE: June 28, 2021**

---

**BACKGROUND:**

None.

**DISCUSSION:**

None.

**FISCAL IMPACT:**

None.

**RECOMMENDATION:**

None.

**ATTACHMENTS:**