



2020-2022

CITY OF ROLLING HILLS ACCOMPLISHMENT SUMMARY

The last time the City Council conducted a strategic planning workshop (to establish goals and priorities for the city) was in January 2020, just before the COVID-19 pandemic.

In 2020, the City Council established four goals and priorities for Fiscal Years 2020-2021 and 2021-2022.

Fiscal Years start on July 1 and end on June 30.

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

Also important for the City Council in 2020 was the following operational categories for the City.

- Communication with residents
- Minimize legal liability
- Public safety
- Reinstate previous view ordinance
- Refund the residents

The Council and staff's activities and actions between July 1, 2020 and January 1, 2022 to support the above listed 2020 priorities and goals were summarized and presented to the City Council at the 2022 strategic planning workshop held on January 22, 2022.

The City Council wishes to share with the residents the accomplishment summary for 2020-2022. The City Council is considering a State of the City event to provide a similar report to residents annually.

2022 STRATEGIC PLANNING MEETING
JANUARY 22, 2022

PROJECTS	2020 COUNCIL'S PROJECT INPUT	ACTIVITIES TAKEN WITHIN TWO YEARS	SUGGESTIONS/STAFF'S NOTES
<p>SEWER</p>	<ul style="list-style-type: none"> • In the past, people were not interested due to high cost. • Wait for results and costs then figure out next steps. • Phased. First phase limited scope. • Supports waiting for results, costs and determining next steps from there. 	<ul style="list-style-type: none"> • Completed phase 2 feasibility study. This includes Will Serve Letters from Los Angeles County. Study provided high-level estimate for a new sewer line along Rolling Hills Road. • Hired NV5 to provide engineering design for 8" sewer main along Rolling Hills Road. Design at 100% completion and provided detailed engineering estimate of 8" sewer main. • Completed phase 3 feasibility study. Council authorized study of sewer outlets to Palos Verdes Drive North (residents' proposed project). The study provided high level of construction costs for three options to outlet the effluent. • Conducted a community survey, asking residents if they want the City to implement sewer main. Data presented to the City Council. • Requested the hire of consultant to pursue grant, low interest loans for sewer projects. • Coordinated with RHCA to keep them updated on the status of the project. They are in the holding pattern for the amenities project at the Tennis Courts pending sewer installation or septic tank replacement. • The City's Tennis Court ADA improvement is on hold pending sewer installation or septic tank replacement. 	<ul style="list-style-type: none"> • Make a decision on the 8" sewer main. • Make a decision on the residents' request to provide sewer outlet at Palos Verdes Drive North. • Sewer is an eligible expense for the American Rescue Plan Act (APPA) allocation of \$441,000.

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<p>WILDFIRE</p>	<ul style="list-style-type: none"> • City in charge of safety. • Great job clearing but need to be expanded. • City should continue Conservancy's work. • City should hire Association to clear vegetation (using striping funds). • City enforcement should include easements. Residents should clear easements. • Crest Gate should open easily. City take on enforcement responsibility. • Supports City enforcement on easement; authority over Crest Gate's accessibility; expanding vegetation clearance done by Conservancy and providing fire-break 	<ul style="list-style-type: none"> • Based on the City's advocacy, the RHCA automated the Crest Road East gate. • Staff report on dead vegetation enforcement on a quarterly basis. • Requested Council to purchase a Kubota to assist with code enforcement's work on enforcing dead vegetation ordinance. • City received grant funding from CALOES/FEMA; Vegetative Management Grant Project Performed Environmental Assessment for 30 residents • Filed CEQA Categorical Exemption • City staff met with LACFD and began forming the project design for the Vegetative Management Grant Project • Palos Verdes Peninsula Land Conservancy fuel load reduction (40+ acre area) • Drafted, adopted a Community Wildfire Protection Plan (CWPP) • City started the Fire Fuel Committee specifically to problem solve for potential wildfire community concerns • Hardening the Home Videos: instructions on how to harden your home • Canyon Management Videos: instructions on how to manage your canyons • Harden the Home inspections from the Los Angeles County Fire Department Forestry Division- Trevor Moore • Fire Works Ordinance (not passed) • Communal Bin event (Five 40-cubic yard bins) for community use to reduce vegetation • Worked with RHCA to add chipping event for the community. • Worked with LACFD to conduct roadside clearance inspections for all roads in Rolling Hills. 	

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<p>EMERGENCY PREPAREDNESS EVACUATION</p>	<ul style="list-style-type: none"> • Devote money to education, planning and dissemination of information. • Supports increasing budget next year. 	<ul style="list-style-type: none"> • Block Captain/Emergency Preparedness budget in 17/18 was \$4,500. In 18/19, the budget was \$8,000, in 19/20 the budget was \$14,875. The budget for 20/21 was \$29,000 and the budget for 21/22 is \$137,360. • Council was asked to consider hiring a marketing firm to provide an Evacuation procedures brochure drafted by the Block Captains and place the company on-call for educational material on emergency preparedness. • Block Captain communication project: outdoor alert system (HQE feasibility study). • Emergency Information System (EIS) online database for city contact with residents • Communications Project (RHCA Improving Wi-fi) • City participation in the Prepared Peninsula Expo • Peninsula Wide Evacuation Map . 	<ul style="list-style-type: none"> • Conduct citywide emergency drill.

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<p align="center">UTILITY UNDERGROUNDING</p>	<ul style="list-style-type: none"> • Have grant cover costs. • Buy SCE rights. • Supports undergrounding and expanding to other areas. 	<ul style="list-style-type: none"> • Staff conducts monthly meetings with utility companies for progress updates on the Eastfield Assessment District project. • Staff conducts monthly meetings with residents to educate them on the process to create an assessment district. • Completed design to the Eastfield Assessment District project. • Completed numerous meetings with residents in the Eastfield Assessment District area with subject matter experts including financial advisors. • Brought the project to a vote and the project was voted down. • Council approved resolution on the city's contribution to single pole undergrounding, and assessment district projects. • Processed one reimbursement for single pole undergrounding project. • Awarded by CalOES/FEMA approximately \$1.5M grant funds for Crest Road East Undergrounding project. Preliminary Drawing/Design began. Confirmed Rule 20A with Utility Companies. Monthly status meetings with all stakeholders (SCE, utilities, engineers, etc.) will commence in February 2022. • Worked with Cal/OES on potential Eastfield Drive Utility Undergrounding grant award. Council approved environmental clearance documents for the said project and agreed to adhere to constructions provisions if the city was awarded funds. Waiting to hear from CalOES/FEMA. 	<ul style="list-style-type: none"> • Focus on completing Cal/OES grant project on Crest Road East • Consider a utility underground masterplan for the entire city.

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<p>DRAINAGE</p>	<ul style="list-style-type: none"> • Improve civic center campus. • Install catch basins at key locations. • Try to eliminate flow outside of the City. • Figure out a way to use money being paid to consultants on infrastructure that will eliminate the need to participate in MS4. Find Exit strategy. • Educate residents on drainage and erosion. • Make it standard requirement to retain 100% of water on site and enforced by PC. Figure out exit strategy from MS4 reporting and divert money paid to consultant to help build infrastructure. Educate resident about drainage and erosion 	<ul style="list-style-type: none"> • Submitted a revised TMRP to requested the LA Regional Water Quality Control Board to reduce the frequency of trash monitoring to comply with the trash TMDL. Reduction in frequency was grant but not at the level requested by the City. • Review diversion project (Bent Springs Canyon) as a strategy to comply with MS4 permit. • Initiated the Sepulveda Canyon monitoring. Council approved to release the first year data (no flow) to the LA Regional Water Quality Control Board to consider that the City does not discharge to impair waters of the US. • Council conducted a workshop with the Planning Commission in September 2021 to direct PC to find ways to retain more stormwater discharge on private property. • Council authorized joining the Peninsula EWMP and directed staff to prepare addendum. • Consulted directed staff to ask City of Torrance to design Torrance Airport infiltration project increments should the Regional Board reject City's approach to compliance with TMDL (no flow or clean flow from Sepulveda monitoring data). • Council and staff looking at creative ways to spend Measure W local returns to implement impactful clean water projects. • The City has been an outlet for residents to voice drainage issues experienced in the community (Mayor Dieringer's recent meeting with resident of 2 Wrangler Road). 	<ul style="list-style-type: none"> • Investigate outstanding agreements with County to maintain drains in the community. • Work plan to meet obligations of the drainage maintenance agreement.

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<p>EASE PERMIT PROCESS</p>	<ul style="list-style-type: none"> • No change 	<ul style="list-style-type: none"> • Previously, applicants of development projects subjected to discretionary review had to complete the entitlement process over four Planning Commission meetings (a duration of a minimum of four months). • Staff cut down the entitlement process to two Planning Commission meetings but drafting resolutions of approval ahead of time to be reviewed by the Planning Commission. 	<ul style="list-style-type: none"> • Improvements where possible, staff is always evaluating. Operational improvements are within the purview of the staff. • Proposed staffing change for efficiency. Current Planning Department: Director, Code Enforcement officer, part-time Admin Clerk. Proposed Planning Department: Director, Assistant Planner. Eliminate Code Enforcement officer and part-time Admin Clerk. Out source code enforcement to utilize the resources of companies. • Additional planner to help process develop applications and work with applicants to provide guidance on approvable projects.

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<p align="center">COMMUNICATION WITH RESIDENTS</p>	<ul style="list-style-type: none"> • Keep Blue Newsletter. Periodically increase content, quarterly. • Explore other medium dissemination. • Explore costs to outsource production. • Explore additional information provided. • Keep Blue Newsletter. Periodically increase content; quarterly. Come back with costs regarding outsourcing. 	<ul style="list-style-type: none"> • 47 Blue Newsletters produced in calendar year 2020. • 45 Blue Newsletters produced in calendar year 2021. • In contrast, 24 Blue Newsletters produced in calendar year 2017; 25 Blue Newsletter produced in calendar year 2016. • Approximately \$24,000 per year (material, postage, production time excluding time to produce contents) to produce Blue Newsletter in house. • Launched new website with continuous improvements for functionality. Pushing info out via Blue Newsletter to ask residents to refer to the website for more information. • Launched Granicus with audio and video recordings of City Council meetings. Agendas are achieved on the City's website. • Regional Law, and Public Safety Committee agendas achieved on the City's website. • Block Captain meeting agendas, minutes, and or recordings are available on the City's website. • Home hardening education videos are on City's website. • Joined AlertSouthBay using the Everbridge Platform. Residents can get alerts. • Roll out of Emergency Information System (EIS) on the City's website. • Council authorized the creation of a database on the City's website. In 2022, to have contact information for all residents for emergency purposes. 	<ul style="list-style-type: none"> • Outsource production of Blue Newsletter would allow internal staff to be available for other impactful assignments. • Residents like the Blue Newsletter format. Received many compliments on the Blue Newsletter. CONSIDER POSTING THE BLUE NEWSLETTER ON THE CITY'S WEBSITE. • CONSIDER USING SOCIAL MEDIA TO REACH RESIDENTS – NEXTDOOR, FACEBOOK, TWITTER, AND ETC.

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<p>MINIMIZE LEGAL LIABILITY</p>	<ul style="list-style-type: none"> • Put money to minimize liability. • ADA compliance moving forward. • Legal costs keep going up. Limit inquiries to legal questions. • JPA a great resource. • Support ADA project to decrease potential liabilities. Staff to define and narrow breadth of legal inquiries. 	<ul style="list-style-type: none"> • Conducted countless meetings on City Hall ADA improvement project at the Council level and staff level to finalize the best way to bring City Hall to comply with accessibility regulations. • Council authorized a loan application to the CJPIA to fund the construction of the City Hall ADA improvement project. • Mitigated liability relating to non-complaint 5th cycle housing element. • On the path to comply with the 6th cycle housing element. • Complied with SB9 with local ordinance adoption. • Complied with ADU mandate with local ordinance adoption. • Applied and achieved SB1383 (organics) waiver to implement a organics collection program. 	<ul style="list-style-type: none"> • On-call consultants: geologist, soils engineer, hydrologist, and civil engineer. • On-call contractors: general contractor, piping contractor, tree trimming contractor, and paving contractor. • On-call expertise to support the city when needed. Landslides, drainage/erosion.
<p>PURCHASE PROPERTY FOR OS</p>	<ul style="list-style-type: none"> • Not acquire 		

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<p>PUBLIC SAFETY</p>	<ul style="list-style-type: none"> • Improve coordination with the Association. Add camera put privacy issues. • How can City enforce public safety with limited tools? • Armed school officer not meeting terms of contract. City will put out of Agreement. If required job not performed. • Use advocacy to promote safety; if need CC will exercise more authority in the future. Ensure armed officer meeting terms of contract. 	<ul style="list-style-type: none"> • Monthly meetings with Captain Powers and other Regional Law City Managers on policing issues. • Twice a month call with Captain Powers to discuss Rolling Hills matters. • Quarterly report from school district on the performance of the School Resource Officer funded by jointly by the school district and Peninsula cities. • Quarterly reports from Captain Powers on crime stats and crime trends for the Peninsula. • Use Lomita Sheriff's Department CORE Team to address neighbor issues in the community and for educating the community. • Sheriff's Department and Fire Department attend all zone meetings, and all Block Captain meetings. They also attend coyote forums, and public safety forms whenever they are held. • Operations visibility. Councilmember Pieper asked the Sheriff's Department to show presence in the community by having Black and Whites drive in the community often. 	

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<p>REINSTATE VIEW ORDINANCE</p>	<ul style="list-style-type: none"> • Have City protect and enforce view ordinance. • Wait to process two complaints in the queue and determine if there's a need for City to change ordinance. • Supports waiting for outcome of current complaints before changing current process. 	<ul style="list-style-type: none"> • Processed one view case under new code: Juge (view seeker) and Tamayo (vegetation owner). Long process, no mediation, findings by the Committee on Trees and View. Currently in the appeal period. • A second pending view case just getting started on the process (view case against four properties) • A third pending view case submitted (2 El Concho – vegetation owner). 	<ul style="list-style-type: none"> • \$2,000 application fee is far below the amount of money needed to recover the cost: staff and attorney. City Attorney's office is intimately involved and \$2,000 only pays for 10 hours of work for the City Attorney's office. Consider increasing to cover the cost of the City Attorney's time. • View case against 4 properties, code only allows the charge of one application fee. Consider changing code so that each address has an application fee.
<p>REFUND THE RESIDENTS</p>	<ul style="list-style-type: none"> • Refund yearly surplus to residents. • Use money for programmatic services that will benefit larger community. • Identify CIP to fund in next year to three years to really see if there's surplus. • Not connecting to sewer might be missed opportunity. • Staff coming back with recommendations on how to spend surplus: services, drainage, firebreak, etc. Come back after fiscal year. CC committing money TBD. 	<ul style="list-style-type: none"> • FY21-22, Council adopted a deficit budget. Reserves are needed for capital improvement projects, operation improvements, cost of service to residents and meeting mandates. 	<ul style="list-style-type: none"> • Expenditures throughout the year are monitored by staff to prevent overspending. • Can use reserves to hire a Notary to be at City Hall one day a week and offer free service to the residents of Rolling Hills. • Can use reserve funds to start a public access channel to communication with residents and can broadcast public meetings, fill contents with educational videos. • Provide passport service at City Hall.