



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

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

AGENDA

Regular City Council Meeting

CITY COUNCIL

Monday, August 22, 2022

CITY OF ROLLING HILLS

7:00 PM

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

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

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

Next Resolution No. 1305

Next Ordinance No. 380

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. PRESENTATIONS/PROCLAMATIONS/ANNOUNCEMENTS

- 4.A. [PRESENTATION BY CALIFORNIA WATER SERVICE ON THE DROUGHT, WATER-USE RESTRICTIONS AND CONSERVATION](#)
RECOMMENDATION: Receive and file.
[CL_AGN_220822_CC_CalWaterPresentation.pdf](#)

5. BLUE FOLDER ITEMS (SUPPLEMENTAL)

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

6. PUBLIC COMMENT ON NON-AGENDA ITEMS

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

7. CONSENT CALENDAR

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

- 7.A. [APPROVE AFFIDAVIT OF POSTING FOR THE CITY COUNCIL REGULAR MEETING OF AUGUST 22, 2022](#)
RECOMMENDATION: Approve.
[CL_AGN_220822_CC_AffidavitofPosting.pdf](#)
- 7.B. [APPROVE MOTION TO READ BY TITLE ONLY AND WAIVE FURTHER READING OF ALL ORDINANCES AND RESOLUTIONS LISTED ON THE AGENDA](#)
RECOMMENDATION: Approve.
- 7.C. [APPROVE THE FOLLOWING CITY COUNCIL MINUTES: AUGUST 8, 2022](#)
RECOMMENDATION: Approve as presented.
[CL_MIN_220808_CC_F.pdf](#)
- 7.D. [PAYMENT OF BILLS](#)
RECOMMENDATION: Approve as presented.
[CL_AGN_220822_PaymentOfBills.pdf](#)
- 7.E. [FOR SECOND READING AND ADOPTION: ADOPT BY TITLE ONLY ORDINANCE NO. 376 AMENDING CHAPTER 17.28 OF THE MUNICIPAL CODE REGARDING ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS AND FINDING THE ACTION TO BE EXEMPT FROM CEQA](#)
RECOMMENDATION: Adopt by title only Ordinance No. 376, entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ROLLING HILLS, CALIFORNIA AMENDING CHAPTER 17.28 OF THE ROLLING HILLS MUNICIPAL CODE GOVERNING ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS AND FINDING THE ACTION TO BE EXEMPT FROM CEQA."
[376_ADU_Ordinance.pdf](#)
- 7.F. [APPROVE RESOLUTION NO. 1304 MODIFYING A REIMBURSEMENT POLICY IN ACCORDANCE WITH GOVERNMENT CODE Â§Â§ 53232.2 AND 53232.3 AND REPEALING RESOLUTION NO. 1002.](#)
RECOMMENDATION: Approve as presented.
[ResolutionNo1304_AB1234_ReimbursementPolicyUpdate.pdf](#)
- 7.G. [INTERIM FINANCIAL REPORT FOR THE FISCAL YEAR ENDED JUNE 30, 2022](#)
RECOMMENDATION: That Council receive and accept the interim financial report for the fiscal year ended June 30, 2022; and approve the proposed budget adjustments as detailed in the attached Schedule of Proposed Budget Adjustments.
[CL_AGN_220822_CC_Schedule_ProposedBudgetAdjustments.pdf](#)
[CL_AGN_220822_CC_Summary_Revenues&Expenditures_BudgetvsActual.pdf](#)
[CL_AGN_220822_CC_BudgetvsActuals_GeneralFundRevenues.pdf](#)
[CL_AGN_220822_CC_BudgetvsActual_GeneralFundExpenditures.pdf](#)
[CL_AGN_220822_CC_BudgetvsActual_OtherFunds.pdf](#)

8. EXCLUDED CONSENT CALENDAR ITEMS

9. COMMISSION ITEMS

10. PUBLIC HEARINGS

11. OLD BUSINESS

- 11.A. [RECEIVE AND FILE AN UPDATE ON FUEL LOAD REDUCTION FROM THE PVP LAND CONSERVANCY FOR PHASE I, II, III, and IV.](#)

RECOMMENDATION: Receive and file.

[CL_AGN_220822_CC_PVPLC_Presentation.pdf](#)

[2022.1.24 City Council_Fuel Load Reduction Phase 4_Draft.pdf](#)

- 11.B. [RECEIVE AN UPDATE ON THE LOS ANGELES REGIONAL WATER QUALITY CONTROL BOARD'S REVIEW OF THE PROPOSED APPROACH FOR STORMWATER COMPLIANCE FOR MACHADO LAKE; AND DIRECT STAFF NOT TO PARTICIPATE IN THE TORRANCE AIRPORT STORMWATER BASIN PROJECT](#)

RECOMMENDATION: Receive report and direct staff to inform the City of Torrance on participation in the Torrance Airport Stormwater Basin project.

[StaffReport_TorranceAirportProject_2021_August.pdf](#)

12. NEW BUSINESS

13. MATTERS FROM THE CITY COUNCIL

- 13.A. [DISCUSSION ON THE TRADITION OF TAKING CITY COUNCIL PHOTOS ANNUALLY \(MIRSCH\)](#)

RECOMMENDATION: Provide direction to staff.

14. MATTERS FROM STAFF

- 14.A. [FIRE FUEL ABATEMENT ENFORCEMENT QUARTERLY REPORT FOR THE SECOND QUARTER OF 2022 \(APRIL 1 THROUGH JUNE 30\)](#)

RECOMMENDATION: Receive and file.

[Q2 2022 Opened Cases 082222.pdf](#)

[Q2 2022 Closed Cases 082222.pdf](#)

[CUMULATIVE OPEN CASES.pdf](#)

[CUMULATIVE LIST.pdf](#)

15. RECESS TO CLOSED SESSION

16. RECONVENE TO OPEN SESSION

17. ADJOURNMENT

Next regular meeting: Monday, September 12, 2022 at 7:00 p.m. in the City Council Chamber, Rolling Hills City Hall, 2 Portuguese Bend Road, Rolling Hills, California, 90274.

Notice:

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

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

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



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

Agenda Item No.: 4.A
Mtg. Date: 08/22/2022

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: CHRISTIAN HORVATH, CITY CLERK / EXECUTIVE ASSISTANT TO CITY MANAGER

THRU: ELAINE JENG P.E., CITY MANAGER

SUBJECT: PRESENTATION BY CALIFORNIA WATER SERVICE ON THE DROUGHT, WATER-USE RESTRICTIONS AND CONSERVATION

DATE: August 22, 2022

BACKGROUND:

None.

DISCUSSION:

None.

FISCAL IMPACT:

None.

RECOMMENDATION:

Receive and file.

ATTACHMENTS:

[CL_AGN_220822_CC_CalWaterPresentation.pdf](#)



California Water Service

August 22, 2022

Quality. Service. Value.®

The Drought, Water-Use Restrictions, Conservation, and You

Rolling Hills City Council Meeting

Introductions

- Agustin Baeza

Operations Manager, Rancho Dominguez

Email: Abaeza@CalWater.com

- Tammie Myers

Conservation Coordinator

Email: Tmyers@CalWater.com



Agenda

- Recent Developments
- Prohibited Uses of Water
- Be Water-wise AND Fire-wise
- Conservation Tools
- Q&A



Recent 2022 Developments

Mar 22

According to U.S. Drought Monitor, 37.69% of California now in Extreme or Exceptional Drought, up from just 1.39% on Jan. 11

Apr 15

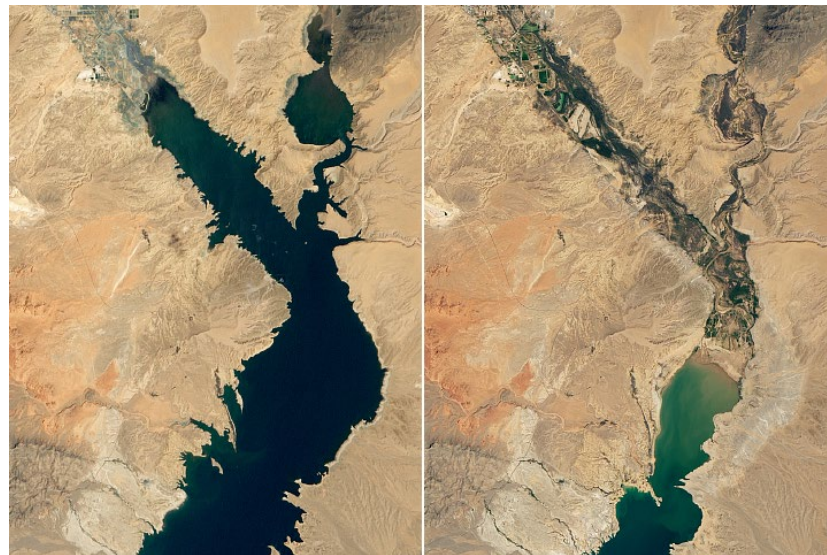
Stage 2 prohibited uses and irrigation day restrictions go into effect

June 10

State Water Resources Control Board bans the irrigation of decorative or non-functional grass with potable water in commercial, industrial and institutional properties, including homeowners' associations.

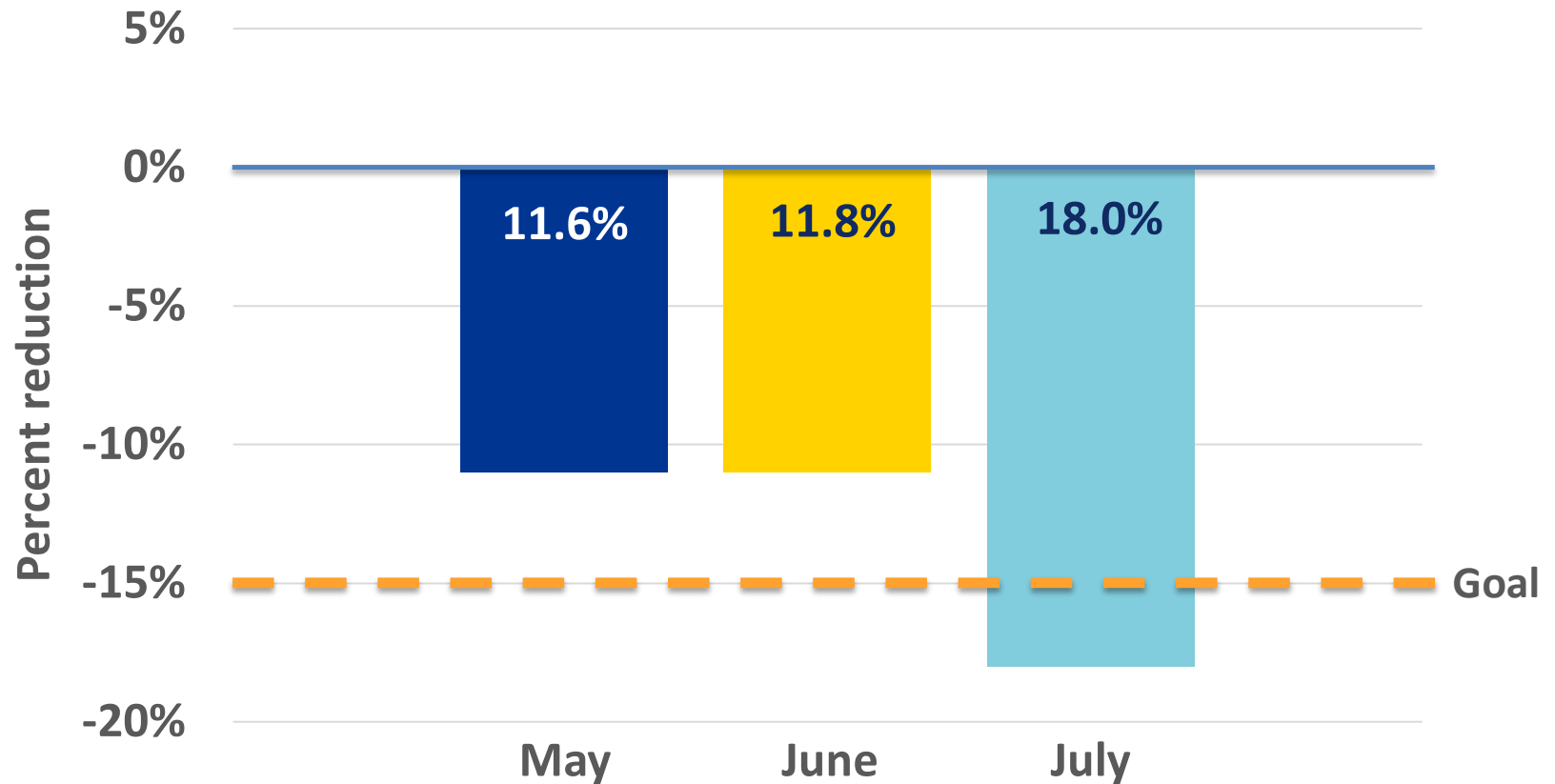


Water Supply – August 2022



Conservation Target Reduction from 2020: 15%

Palos Verdes



Prohibited Uses of Water



- Applying water to outdoor landscapes that causes runoff onto adjacent property
- Applying water to driveways and sidewalks
- Using a hose to wash motor vehicles unless hose is fitted with shut-off nozzle



Prohibited Uses of Water

- Using water in a fountain or other decorative water feature, except where water is part of a recirculating system
- Applying water to outdoor landscapes during and within 48 hours after measurable rainfall



Obligation to Fix Leaks



- All leaks, breaks, or other malfunctions in customer's plumbing fixtures must be repaired within **five** business days, unless other arrangements are made with us



Commercial and Business Requirements

- Drinking water may not be served, other than upon request, in eating or drinking establishments
- Hotel and motel guests must be provided with option of choosing not to have towels and linens laundered daily



Stage 2 Irrigation Day Restrictions

Palos Verdes District (2 days/week)

No watering between 8 a.m. – 6 p.m.

Street address ending in:	Watering days
Odd number	Tuesday and Saturday
Even number	Wednesday and Sunday
No number	Wednesday and Sunday



Irrigation Restrictions (Exceptions)



- Landscape zones that exclusively use drip and/or micro-spray irrigation systems
- Irrigating with hand-held bucket or similar container, with continuously monitored hose fitted with shut-off nozzle
- Adjusting or repairing irrigation system



Be Water-Wise AND Fire-Wise

It is possible to use less water in your yard and still safeguard your property from wildfire.

- PLAN a fire-resistant landscape
- PREPARE a defensive space
- PRESERVE & maintain your yard



Be Water-Wise AND Fire-Wise

Defensible Space Zones

- **Zone 1** extends 30 feet (check local ordinances) out from structures.
 - Remove all dead vegetation from your yard, roof and rain gutters.
 - Trim trees regularly to keep branches 10 feet from other trees and 10 feet away from your roof.
 - Remove or prune flammable plants and shrubs near windows, and items that could catch fire from around house and under decks.
- **Zone 2** extends another 70 feet.
 - Mow grass to four inches (three if it's brown).
 - Create horizontal and vertical space between shrubs, grass, and trees.
 - Remove leaves, needles, twigs, bark, cones, and small branches



Be Water-Wise AND Fire-Wise

Fire-Resistant Plants

Check your local nursery, landscape contractor or county extension service for advice on fire-resistant plants that are suited for your environment, and for help to plan your landscape. They include the following:

- hedging roses • bush honeysuckles • currant • cotoneaster • sumac • coreopsis • California fuchsia • yellow iceplant • California redbud • French lavender • California lilac • red monkey flower.



Be Water-Wise AND Fire-Wise

Prepare Your Home

Creating and maintaining defensible space is an essential first step to increasing your home's chances of surviving a wildfire. Protecting your home from flying embers is the next step.

- Clear leaves and other debris from gutters, eaves, porches and decks. This prevents embers from igniting your home.
- Cover vent openings with 1/8-in. to 1/4-in. metal mesh. Do not use fiberglass or plastic mesh because they can melt and burn.
- Remove combustible materials from underneath decks and clear trash, wood, and other flammable materials at least five feet away from the house and garage.
- Go to www.ReadyForWildfire.org for more tips on “hardening” your home



Cal Water Conservation Rebates

- High-efficiency clothes washer
- High-efficiency toilet
- Smart irrigation controller
- High-efficiency sprinkler nozzles
- Lawn-to-garden
- Spray-to-drip



CONSERVE MY
California
SAVE WATER EVERY DAY

RESIDENTIAL REBATES: MORE WAYS TO SAVE WATER

During a drought, it's more important than ever to use water wisely. That's why Cal Water is increasing residential rebates — working today and tomorrow to help our customers save water every day.

Visit calwater.com/conservation for full program details, qualified product lists, and to take advantage of our rebates and programs.

 SMART IRRIGATION CONTROLLER REBATE* Models must be EPA WaterSense-labeled. UP TO \$125 \$125 PER CONTROLLER	 HIGH-EFFICIENCY CLOTHES WASHER REBATE* Models must have an Integrated Water Factor of 3.2 or less. UP TO \$150 \$300 PER WASHER
 HIGH-EFFICIENCY SPRINKLER NOZZLE REBATE* UP TO \$5 PER NOZZLE	 HIGH-EFFICIENCY TOILET REBATE* Models must be EPA WaterSense-labeled, MaP Premium-labeled, and certified by the California Energy Commission. UP TO \$50 \$100 PER TOILET
 LAWN-TO-GARDEN REBATE Lawn removal projects that transform grassy areas into water-wise gardens and landscapes. \$3 PER SQUARE FOOT	<small>*See product list for qualified models.</small>
 SPRAY-TO-DRIP REBATE* Conversion of spray irrigation to drip irrigation. \$0.50 PER SQUARE FOOT	LEARN MORE AT CALWATER.COM/CONSERVATION

Quality. Service. Value.®

Cal Water Conservation Rebates

- High-efficiency valve-type toilet
- High-efficiency tank-type toilet
- High-efficiency urinal
- Lawn-to-garden
- Spray-to-drip
- High-efficiency sprinkler nozzles
- Spray body with integrated pressure regulation and check valve
- Large rotary nozzle
- Smart irrigation controller
- Customized incentive program

CONSERVE MY California
SAVE WATER EVERY DAY

COMMERCIAL REBATES: MORE WAYS TO SAVE WATER

During a drought, it's more important than ever to use water wisely. That's why Cal Water is increasing commercial rebates — working today and tomorrow to help our customers save water every day.

Visit calwater.com/conservation for full program details, qualified product lists, and to take advantage of our rebates and programs.

HIGH-EFFICIENCY VALVE-TYPE TOILET REBATE* Models must use 1.28 gallons per flush (gpf) or less. UP TO \$100 \$200 PER TOILET	LAWN-TO-GARDEN REBATE Lawn removal projects that transform grassy areas into water-wise gardens and landscapes. \$3 PER SQUARE FOOT
HIGH-EFFICIENCY TANK-TYPE TOILET REBATE* Models must be EPA WaterSense-labeled. UP TO \$100 \$200 PER TOILET	SPRAY-TO-DRIP REBATE* Conversion of spray irrigation to drip irrigation. \$0.50 PER SQUARE FOOT
HIGH-EFFICIENCY URINAL REBATE* Models must use 0.125 gpf or less. UP TO \$150 \$300 PER URINAL	HIGH-EFFICIENCY SPRINKLER NOZZLE REBATE* UP TO \$5 PER NOZZLE
	SPRAY BODY WITH INTEGRATED PRESSURE REGULATION & CHECK VALVE REBATE* UP TO \$10 PER BODY (MATERIAL) Plus up to an additional \$8 per body if installed by a C-27 contractor.
	LARGE ROTARY NOZZLE REBATE* UP TO \$30 PER NOZZLE (MATERIAL) Plus up to an additional \$8 per nozzle if installed by a C-27 contractor.
	SMART IRRIGATION CONTROLLER REBATE* Models must be EPA WaterSense-labeled. UP TO \$25 PER STATION

CUSTOMIZED INCENTIVE PROGRAM
UP TO 50% OF PROJECT COST
(Final amount based on water savings)
This item requires pre-qualification. Contact Cal Water at conservation@calwater.com to begin the process.

LEARN MORE AT CALWATER.COM/CONSERVATION

Quality. Service. Value.®



Lawn-to-Garden & Spray-to-Drip Rebates

- Lawn-to-garden program: \$3 per square foot of lawn removed, with 50% converted to drought-tolerant landscaping
- Spray-to-drip program: \$0.50 per square foot of landscaping converted from standard spray irrigation system to drip system



Smart Landscape Tune-Up Program



calwater.com/tuneup

- Evaluation of irrigation system
- Identification and improvement of irrigation leaks, broken equipment, and other water-saving opportunities
 - Installation of smart irrigation controllers
 - Installation of high-efficiency sprinkler nozzles
 - Repair of drip irrigation
 - Repair and replacement of irrigation valves
 - Repair and replacement of spray bodies



Free Conservation Kits

Each conservation kit contains:

- Two high-efficiency shower heads
- Leak detection tablets
- Two high-efficiency bathroom faucet aerators
- One garden hose nozzle
- One high-efficiency kitchen faucet aerator



Additional Customer Resources

- Fact/tip sheets
- Informational mailings
- Customer outreach
- Social media posts
- **calwater.com/conservation**
- **calwater.com/drought**





Quality. Service. Value.



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

Agenda Item No.: 7.A
Mtg. Date: 08/22/2022

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: CHRISTIAN HORVATH, CITY CLERK / EXECUTIVE ASSISTANT TO CITY MANAGER

THRU: ELAINE JENG P.E., CITY MANAGER

SUBJECT: APPROVE AFFIDAVIT OF POSTING FOR THE CITY COUNCIL REGULAR MEETING OF AUGUST 22, 2022

DATE: August 22, 2022

BACKGROUND:

None.

DISCUSSION:

None.

FISCAL IMPACT:

None.

RECOMMENDATION:

Approve.

ATTACHMENTS:

[CL_AGN_220822_CC_AffidavitofPosting.pdf](#)



Administrative Report

7.A., File # 1371

Meeting Date: 08/22/2022

To: MAYOR & CITY COUNCIL

From: Christian Horvath, City Clerk

TITLE

APPROVE AFFIDAVIT OF POSTING FOR THE CITY COUNCIL REGULAR MEETING OF AUGUST 22, 2022

EXECUTIVE SUMMARY

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

AFFIDAVIT OF POSTING

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

Legislative Body	City Council
Posting Type	Regular Meeting Agenda
Posting Location	2 Portuguese Bend Road, Rolling Hills, CA 90274 City Hall Window City Website: https://www.rolling-hills.org/government/agenda/index.php https://www.rolling-hills.org/government/city_council/city_council_archive_agendas/index.php

Meeting Date & Time	August 22, 2022	7:00pm Open Session
---------------------	-----------------	---------------------

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

Christian Horvath, City Clerk

Date: August 18, 2022



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

Agenda Item No.: 7.B
Mtg. Date: 08/22/2022

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: CHRISTIAN HORVATH, CITY CLERK / EXECUTIVE ASSISTANT TO CITY MANAGER

THRU: ELAINE JENG P.E., CITY MANAGER

SUBJECT: APPROVE MOTION TO READ BY TITLE ONLY AND WAIVE FURTHER READING OF ALL ORDINANCES AND RESOLUTIONS LISTED ON THE AGENDA

DATE: August 22, 2022

BACKGROUND:

None.

DISCUSSION:

None.

FISCAL IMPACT:

None.

RECOMMENDATION:

Approve.

ATTACHMENTS:



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

Agenda Item No.: 7.C
Mtg. Date: 08/22/2022

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: CHRISTIAN HORVATH, CITY CLERK / EXECUTIVE ASSISTANT TO CITY MANAGER

THRU: ELAINE JENG P.E., CITY MANAGER

SUBJECT: APPROVE THE FOLLOWING CITY COUNCIL MINUTES: AUGUST 8, 2022

DATE: August 22, 2022

BACKGROUND:

None.

DISCUSSION:

None.

FISCAL IMPACT:

None.

RECOMMENDATION:

Approve as presented.

ATTACHMENTS:

[CL_MIN_220808_CC_F.pdf](#)



1. CALL TO ORDER

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

2. ROLL CALL

Councilmembers Present:

Dieringer, Pieper, Mirsch, Mayor Pro Tem Wilson,

Councilmembers Absent:

Mayor Black

Staff Present:

Elaine Jeng, City Manager

Jane Abzug, Deputy City Attorney

John Signo, Planning & Community Services Director

Christian Horvath, City Clerk / Executive Assistant to the City Manager

Robert Samario, Finance Director

Vanessa Hevener, Senior Management Analyst

3. PLEDGE OF ALLEGIANCE – Councilmember Mirsch

4. PRESENTATIONS/PROCLAMATIONS/ANNOUNCEMENTS – NONE

5. BLUE FOLDER ITEMS (SUPPLEMENTAL)

Motion by Councilmember Pieper, seconded by Councilmember Mirsch to receive and file supplemental items for 7C, 7F, 7I, 10A and 11A. Motion carried unanimously with the following vote:

AYES: Dieringer, Pieper, Mirsch, Mayor Pro Tem Wilson

NOES: None

ABSENT: Mayor Black

6. PUBLIC COMMENT ON NON-AGENDA ITEMS

Public Comment: Gene Honbo

7. CONSENT CALENDAR

7.A. APPROVE AFFIDAVIT OF POSTING FOR THE CITY COUNCIL REGULAR MEETING OF AUGUST 8, 2022

7.B. APPROVE MOTION TO READ BY TITLE ONLY AND WAIVE FURTHER READING OF ALL ORDINANCES AND RESOLUTIONS LISTED ON THE AGENDA

7.C. APPROVE THE FOLLOWING CITY COUNCIL MINUTES: JULY 25, 2022

7.D. PAYMENT OF BILLS

7.E. RECEIVE AND FILE IRRIGATION SURVEY OF THE CITY HALL CAMPUS AND RECOMMENDATIONS BY EVAN SMITH LANDSCAPE ARCHITECT

7.F. PULLED BY COUNCILMEMBER MIRSCH

7.G. PULLED BY COUNCILMEMBER MIRSCH

7.H. PULLED BY COUNCILMEMBER MIRSCH

7.I. RECEIVE AND FILE AN UPDATE ON THE CREST ROAD EAST AND EASTFIELD DRIVE ELECTRIC UTILITY UNDERGROUNDING PROJECTS

7.J. RECEIVE AND FILE REPORT ON CITY AND ROLLING HILLS COMMUNITY ASSOCIATION COORDINATION MEETINGS ON MAY 31, 2022 AND JULY 18, 2022

7.K. RECOMMENDED ADJUSTMENTS TO FISCAL YEAR 2021-22 BUDGET

Motion by Councilmember Pieper, seconded by Councilmember Mirsch to approve Consent Calendar with changes or additions per Blue Folder Items, and excluding Items 7F, 7G and 7H. Motion carried unanimously with the following vote:

AYES: Dieringer, Pieper, Mirsch, Mayor Pro Tem Wilson

NOES: None

ABSENT: Mayor Black

8. EXCLUDED CONSENT CALENDAR ITEMS

7.F. FOR SECOND READING AND ADOPTION: ADOPT BY TITLE ONLY ORDINANCE NO. 377 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ROLLING HILLS, CALIFORNIA, AMENDING VARIOUS SECTIONS OF THE MUNICIPAL CODE TO ENSURE CONSISTENCY WITH STATE LAW REGARDING EMPLOYEE, SUPPORTIVE, AND TRANSITIONAL HOUSING AND FINDING THE ACTION TO BE EXEMPT FROM CEQA.

7.G. FOR SECOND READING AND ADOPTION: ADOPT BY TITLE ONLY ORDINANCE NO. 378 AMENDING SECTION 17.19.030 OF THE ROLLING HILLS MUNICIPAL CODE RELATING TO FAMILY DAY CARE HOME.

7.H. FOR SECOND READING AND ADOPTION: ADOPT BY TITLE ONLY ORDINANCE NO. 379 ADDING CHAPTER 17.62 TO THE ROLLING HILLS MUNICIPAL CODE REGARDING DENSITY BONUSES AND OTHER AFFORDABLE HOUSING INCENTIVES REQUIRED BY STATE LAW AND FINDING THE ACTION TO BE EXEMPT FROM CEQA.

Motion by Councilmember Mirsch, seconded by Councilmember Dieringer to approve Items 7F, 7G and 7H as presented. Motion carried with the following vote:

AYES: Dieringer, Pieper, Mirsch, Mayor Pro Tem Wilson

NOES: None

ABSENT: Mayor Black

9. COMMISSION ITEMS – NONE

10. PUBLIC HEARINGS

10.A. PUBLIC HEARING FOR INTRODUCTION AND FIRST READING OF ORDINANCE NO. 376 AMENDING CHAPTER 17.28 OF THE MUNICIPAL CODE REGARDING ACCESSORY

DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS AND FINDING THE ACTION TO BE EXEMPT FROM CEQA

Presentation by John Signo, Planning & Community Services Director

Motion by Councilmember Dieringer, seconded by Councilmember Pieper to introduce for first reading by title only Ordinance No. 376 which: Amends RHMC Chapter 17.28 regarding ADUs and JADUs; and Finds that the adoption of the Ordinance is statutorily exempt from review under CEQA pursuant to Public Resources Code Section 21080.17; and includes changes as presented in the Blue Folder Items. Motion carried unanimously with the following vote:

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

11. OLD BUSINESS

11.A. RECEIVE ADDITIONAL INFORMATION ON POTENTIAL SITES FOR THE OUTDOOR SIREN SYSTEM, CONSIDER OPTION D AND ENGAGE HQE FOR A FULL FEASIBILITY STUDY

Presentation by Vanessa Hevener, Senior Management Analyst
Qais Alkurdi, HQE

Public Comments: Beth Howell, Alfred Visco

Without objection, Mayor Pro Tem Wilson directed staff to check with surrounding neighbors near entrance gates and the Rolling Hills Community Association regarding the placement of potential poles; and bring back a properly agendized item for a future agenda stating what potential action should be in choosing between three options.

12. NEW BUSINESS – NONE

13. MATTERS FROM THE CITY COUNCIL

13.A. REVIEW EXISTING POLICY ON CITY COUNCIL EXPENDITURES AND CONSIDER ADDING CERTAIN PROVISIONS SPECIFIED BY THE CITY COUNCIL

Presentation by Christian Horvath, City Clerk / Executive Assistant to the City Manager

Public Comment: Jim Aichele

Motion by Councilmember Pieper, seconded by Councilmember Mirsch directing staff to prepare a revised resolution simplifying the language to reflect an allocation of \$1000.00 in duty-related expenses per councilmember without Council approval provided that each Councilmember submits receipts within 60 days of the event they seek reimbursement for; have the Finance Department re-allocate, via a unique GL Code, \$5000.00 specific to Conferences for the Council appointed delegate(s); and the removal of per diem caps as allowable. Motion carried unanimously with the following vote:

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

14. MATTERS FROM STAFF

14.A. RECEIVE AND FILE AN UPDATE ON A SECOND REVIEW BY CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT (HCD) OF THE DRAFT SIXTH CYCLE HOUSING ELEMENT

Presentation by John Signo, Planning & Community Services Director

Motion by Councilmember Pieper, seconded by Councilmember Mirsch to receive and file. Motion carried unanimously with the following vote:

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

15. RECESS TO CLOSED SESSION – NONE

16. RECONVENE TO OPEN SESSION – NONE

17. ADJOURNMENT: 9:31 P.M.

The meeting was adjourned at 9:31 p.m on August 8, 2022. The next regular meeting of the City Council is scheduled to be held on Monday, August 22, 2022 beginning at 7:00 p.m. in the City Council Chamber at City Hall, 2 Portuguese Bend Road, Rolling Hills, California. It will also be available via City's website link at: <https://www.rolling-hills.org/government/agenda/index.php>

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

Respectfully submitted,

Christian Horvath, City Clerk

Approved,

James Black, M.D., Mayor



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

Agenda Item No.: 7.D
Mtg. Date: 08/22/2022

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: CHRISTIAN HORVATH, CITY CLERK / EXECUTIVE ASSISTANT TO CITY MANAGER

THRU: ELAINE JENG P.E., CITY MANAGER

SUBJECT: PAYMENT OF BILLS

DATE: August 22, 2022

BACKGROUND:

None.

DISCUSSION:

None.

FISCAL IMPACT:

None.

RECOMMENDATION:

Approve as presented.

ATTACHMENTS:

[CL_AGN_220822_PaymentOfBills.pdf](#)

CITY OF ROLLING HILLS
AP22-082 to AP22-083, AP23-004 - AP23-006
Check Run 07-29-2022 through 08-22-2022

Check No.	Check Date	Payee	Description	Amount
027721	8/9/2022	Alliant Insurance Services Inc.	22-23 ACP Crime Renewal	868.00
027722	8/9/2022	File Keepers LLC	Annual Maintenance Contract Laserfiche	3,282.00
027723	8/22/2022	Christian Horvath	Reimbursement for March to June 2022 mileage C.Horvath	62.95
027724	8/22/2022	City of Rancho Palos Verdes	7% Monthly ALPR Camera Cnctvty - May 2022	67.67
027725	8/22/2022	Vanessa Hevener	Reimbursement for June 2022 V. Hevener	69.26
027726	8/22/2022	Abila	07-18-2022 - 08-17-2022 Accounting Software	98.38
027727	8/22/2022	Bennett Landscape	Landscape Maint Services August 2022	693.00
027728	8/22/2022	Best Best & Krieger LLP	General Services, Code Enforcement, CPUC Appeal July 22	7,083.00
027728	8/22/2022	Best Best & Krieger LLP	Land Use-Professional Services July 2022	4,864.00
027728	8/22/2022	Best Best & Krieger LLP	View Preservation - July 2022	1,236.03
CHECK TOTAL			13,183.03	
027729	8/22/2022	California JPIA	Pollution Liability Insur. FY 2022-2023	422.00
027730	8/22/2022	Civictplus	Online Hosting	550.00
027731	8/22/2022	Cox Communications	Phone Service July 26 - Aug 25 2022	154.63
027732	8/22/2022	Daily Breeze	July 2022 Advertising Legal CLS	2,523.22
027733	8/22/2022	Frontier Communications	Project 27771 Overhead Lines Hackamore Dr to Chuckwagon	30,000.00
027734	8/22/2022	Government Forms & Supplies	Stamp for Plan Check Depart	60.00
027735	8/22/2022	Konica Minolta Business Solutions USA Inc.	Monthly Maintenance 07-11-2022 - 08-10-2022	735.71
027736	8/22/2022	On Time Delivery	Delivery of documents to LA County recorder	298.50
027737	8/22/2022	Vanessa Hevener	Reimbursement August 2022 V. Hevener mileage	32.75
027738	8/22/2022	Willdan Inc.	Professional Services July 2022 Project 101749.00	115.00
ACH-084	7/17/2022	Pitney Bowes	Postage June 2022	1,005.00
ACH-085	7/29/2022	CalPERS	PERS RETIREMENT PR#15 ENDING 7/26/22	3,700.12
ACH-086	8/1/2022	Nextiva	Business Phone Service August 2022 Invoice	308.72
ACH-087	8/15/2022	Pitney Bowes	Postage July 2022	2,015.00
ACH-088	8/16/2022	California Water Service Co.	Water Usage 06-28-22 to 07-27-22_RANCHO	516.18
ACH-089	8/16/2022	California Water Service Co.	Water Usage 06-28-22 TO 07-27-22_ROLLING	683.09
PR LINK	7/29/2022	PR LINK - Payroll & PR Taxes PR#16	Payroll Processing Fee PR#16 07/27/2022 - 08/09/2022	56.76
PR LINK	7/29/2022	PR LINK - Payroll & PR Taxes PR#16	Pay Period -PR#16 07/27/2022 - 08/09/2022	22,940.27
Report Total				84,441.24

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

84,441.24 for the payment of above items.

Elaine Jeng, P.E., City Manager



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

Agenda Item No.: 7.E
Mtg. Date: 08/22/2022

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JOHN SIGNO, DIRECTOR OF PLANNING & COMMUNITY SERVICES

THRU: ELAINE JENG P.E., CITY MANAGER

**SUBJECT: FOR SECOND READING AND ADOPTION: ADOPT BY TITLE ONLY
ORDINANCE NO. 376 AMENDING CHAPTER 17.28 OF THE
MUNICIPAL CODE REGARDING ACCESSORY DWELLING UNITS AND
JUNIOR ACCESSORY DWELLING UNITS AND FINDING THE ACTION
TO BE EXEMPT FROM CEQA**

DATE: August 22, 2022

BACKGROUND:

On June 21, 2022, this item was recommended for approval by the Planning Commission. On June 24, 2022, the City received comments from the California Housing and Community Development Department (HCD) regarding its existing accessory dwelling unit (ADU) Ordinance. Staff responded to HCD that the City is in the process of amending the ADU Ordinance to be in compliance with State law, and many of the issues discussed in the letter have been addressed. However, there were a few issues mentioned by HCD that were not addressed. As such, the Ordinance was further refined to meet the concerns raised by HCD and brought back to the Planning Commission at a public hearing on July 19, 2022. At that meeting, the Planning Commission recommended to the City Council adoption of Ordinance No. 376.

On August 8, 2022, the City Council opened the public hearing, received public testimony, closed the public hearing, and introduced for first reading by title only Ordinance No. 376, which amends RHMC Chapter 17.28 regarding ADUs and JADUs and finds that the adoption is statutorily exempt from review under CEQA.

DISCUSSION:

The Ordinance's amendments to Rolling Hills Municipal Code ("RHMC") Chapter 17.28 include, but are not limited to, the following:

- Replaced minimum counter (15 sq. ft.) and storage cabinet (30 sq. ft.) size requirements for JADU kitchens with language requiring counters and storage cabinets to be of a

reasonable size in relation to the size of the JADU (RHMC Section 17.28.030(D)).

- Replaced language that allowed one converted ADU or one JADU on a single-family residential lot with language that allows one ADU and one JADU if specified conditions are met (RHMC Section 17.28.040(A)(1)).
Clarified that the fee for processing ADU applications is not an impact fee (RHMC Section 17.28.040(B)).
- Revised the City's prohibition on separate sale or conveyance to provide that no ADU or JADU may be sold or otherwise conveyed separately from the lot and primary dwelling except as provided in Government Code section 65852.26 (RHMC Section 17.28.050(D)).
- Clarified that all ADUs and JADUs must comply with all local building code requirements (RHMC Section 17.28.050(G)).
- Replaced language limiting an ADU to two bedrooms with language clarifying that there is no limit on the number of bedrooms (RHMC Section 17.28.060(A)(1)).
- Revised the architectural requirements, impact and utility fee provisions to align with HCD's guidance on the same (RHMC Sections 17.28.060(I) and 17.28.070).
- Additional minor amendments to augment clarity for staff and the general public.

HCD discussed seven bullet items in its letter to the City (Attachment 5). The Planning Commission addressed five of the items when it recommended approval of the ordinance amendment to the City Council on June 21, 2022. The revised ordinance amendment (Attachment 3) reviewed by the Planning Commission on July 19, 2022, addresses the two remaining items as follows:

- HCD's Comment: Section 17.28.060 (C)(1) – Front Property Line – The Ordinance states, “No part of any ADU... may be located within 30 feet of the front property line.” The City should be aware that this 30-foot front set back requirement must not prevent the creation of at least an 800 square foot ADU that is at least 16 feet in height with a four-foot side and rear yard setback to be constructed in compliance with all other local development standards per Government Code section 65852.2, subdivision (c)(1)(C). While not required, HCD recommends including such language.
 - Response: Section 17.28.060 (C)(1) has been revised so that an ADU may encroach into the required front yard setback as necessary to enable the construction of an eight hundred square foot unit that is no greater than sixteen feet in height.
- HCD's Comment: Section 17.28.070 (B)(2) – Utility Fees – The Ordinance states that “All ADUs and JADUs not covered by Section 17.28.070.B.1 above require a new, separate utility connection directly between the ADU or JADU and the utility.” However, all JADUs are created out of converted space within a single-family home and would therefore be covered by Section 17.28.070 (B)(1). To promote internal consistency, the City should remove the references to JADUs in Section 17.28.070 (B)(2).
 - Response: The revised ordinance amendment removes reference to JADUs from the Utility Fees section.

FISCAL IMPACT:

The ordinance amendment brings the Municipal Code into compliance with State law which protects the City from legal challenges.

RECOMMENDATION:

Adopt by title only Ordinance No. 376, entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ROLLING HILLS, CALIFORNIA AMENDING CHAPTER 17.28 OF THE ROLLING HILLS MUNICIPAL CODE GOVERNING ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS AND FINDING THE ACTION TO BE EXEMPT FROM CEQA."

ATTACHMENTS:

[376_ADU_Ordinance.pdf](#)

ORDINANCE NO. 376

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ROLLING HILLS, CALIFORNIA AMENDING CHAPTER 17.28 OF THE ROLLING HILLS MUNICIPAL CODE GOVERNING ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS AND FINDING THE ACTION TO BE EXEMPT FROM CEQA

WHEREAS, the City of Rolling Hills, California ("City") is a municipal corporation, duly organized under the California Constitution and laws of the State of California; and

WHEREAS, the Planning and Zoning Law authorizes local agencies to act by ordinance to provide for the creation and regulation of accessory dwelling units ("ADUs") and junior accessory dwelling units ("JADUs"); and

WHEREAS, in 2019, the California Legislature approved, and the Governor signed into law a number of bills ("2019 ADU Laws") that, among other things, amended Government Code section 65852.2 and 65852.22 to impose new limits on local authority to regulate ADUs and JADUs; and

WHEREAS, in February 2020, the City Council adopted Ordinance Nos. 364U and 364, which updated the City's ADU and JADU regulations (contained in Chapter 17.28 of the Rolling Hills Municipal Code) to comply with the 2019 ADU Laws; and

WHEREAS, in September 2020, the California Legislature approved, and the Governor signed into law, Assembly Bill 3182 ("AB 3182"); and

WHEREAS, AB 3182, among other things, amended Government Code section 65852.2 to: (1) expand the scenarios under which the City must allow certain ADUs and JADUs with only a building permit; and (2) provide that if City does not act on a complete ADU application within 60 days (subject to limited exceptions), the application is deemed approved; and

WHEREAS, in September 2021, the California Legislature approved, and the Governor signed into law, Assembly Bill 345 ("AB 345"); and

WHEREAS, AB 345 requires cities to allow the separate sale or conveyance of certain ADUs that satisfy the conditions set forth in Government Code section 65852.26. Such conditions include, among other things, that the ADU or the primary dwelling was constructed by a qualified nonprofit and the ADU is sold to a qualified low-income buyer; and

WHEREAS, the California Department of Housing and Community Development ("HCD") recently issued guidance with respect to local implementation of the 2019 ADU Laws, AB 3182, and AB 345; and

WHEREAS, this Ordinance updates the City's ADU and JADU regulations to comply with AB 38182 and AB 345, align with HCD's guidance, and further increase clarity for the benefit of staff and the general public; and

WHEREAS, on June 9, 2022, the City gave public notice of a Planning Commission public hearing to be held to consider this Ordinance by advertisement in a newspaper of general circulation; and

WHEREAS, on June 21, 2022, the Planning Commission held a duly-noticed public hearing to consider the staff report, recommendations by staff, and public testimony concerning this Ordinance. Following the public hearing, the Planning Commission voted to forward the Ordinance to the City Council with a recommendation in favor of its adoption; and

WHEREAS, following the June 21st Planning Commission public hearing, the City received additional written comments from HCD regarding further necessary adjustments to the City's regulations governing ADUs and JADUs. Thereafter, staff updated the Ordinance to incorporate the additional comments from HCD; and

WHEREAS, on July 8, 2022, the City gave public notice of a Planning Commission public hearing to be held to consider the Ordinance by advertisement in a newspaper of general circulation; and

WHEREAS, on July 19, 2022, the Planning Commission held a duly-noticed public hearing to consider the staff report, recommendations by staff, and public testimony concerning the Ordinance. Following the public hearing, the Planning Commission voted to forward the Ordinance to the City Council with a recommendation in favor of its adoption; and

WHEREAS, on July 29, 2022 the City gave public notice of a City Council public hearing to be held to consider this Ordinance by advertisement in a newspaper of general circulation; and

WHEREAS, on August 8, 2022, the City Council held a duly-noticed public hearing to consider the Ordinance, including: (1) the public testimony and agenda reports prepared in connection with the Ordinance, (2) the policy considerations discussed therein, and (3) the consideration and recommendation by the City's Planning Commission; and

WHEREAS, all legal prerequisites to the adoption of the Ordinance have occurred.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ROLLING HILLS DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. The foregoing Recitals are true and correct and are incorporated herein by this reference.

Section 2. CEQA. Under California Public Resources Code section 21080.17, the California Environmental Quality Act ("CEQA") does not apply to the adoption of an ordinance by a city or county implementing the provisions of section 65852.2 of the Government Code, which is California's ADU law and which also regulates JADUs, as defined by section 65852.22. Therefore, the proposed ordinance is statutorily exempt from CEQA in that the proposed ordinance implements the State's ADU law.

Section 3. General Plan. This Ordinance is, as a matter of law, consistent with the City's General Plan pursuant to Government Code Section 65852.2(a)(1)(C).

Section 4. Code Amendments. Chapter 17.28 of the Rolling Hills Municipal Code is hereby amended to read as set forth in Exhibit "A," attached hereto and incorporated herein.

Section 5. Effective Date. This Ordinance takes effect 30 days following its adoption.

Section 6. Submittal to HCD. The City Clerk shall submit a copy of this Ordinance to the Department of Housing and Community Development within 60 days after adoption.

Section 7. Custodian of Records. The documents and materials that constitute the record of proceedings on which this Ordinance is based are located at the City Clerk's office located at 2 Portuguese Bend Rd, Rolling Hills, CA 90274. The custodian of these records is the City Clerk.

Section 8. Severability. If any section, sentence, clause or phrase of this Ordinance or the application thereof to any entity, person or circumstance is held for any reason to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect other provisions or applications of this Ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are severable. The City Council hereby declares that they would have adopted this Ordinance and each section, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsections, sentences, clauses or phrases be declared invalid or unconstitutional.

Section 9. Certification. The City Clerk shall certify to the adoption of this Ordinance and cause it, or a summary of it, to be published once within 15 days of adoption in a newspaper of general circulation printed and published within the City of Rolling Hills, and shall post a certified copy of this Ordinance, including the vote for and against the same, in the Office of the City Clerk in accordance with California Government Code section 36933.

PASSED, APPROVED and ADOPTED this 22nd day of August, 2022.

James Black, Mayor

ATTEST:

Christian Horvath, City Clerk

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

I, Christian Horvath, City Clerk of the City of Rolling Hills, California, do hereby certify that the foregoing Ordinance No. 376 was adopted at a regular meeting of the City Council of the City of Rolling Hills held on the 22nd day of August, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Christian Horvath
City Clerk

EXHIBIT "A"

Chapter 17.28 ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS

Sections:

17.28.010 Purpose.

The purpose of this section is to allow and regulate accessory dwelling units (ADUs) and junior accessory dwelling units (JADUs) in compliance with California Government Code sections 65852.2 and 65852.22.

17.28.020 Effect of conforming.

An ADU or JADU that conforms to the standards in this section will not be:

- A. Deemed to be inconsistent with the City's General Plan and Zoning designation for the lot on which the ADU or JADU is located.
- B. Deemed to exceed the allowable density for the lot on which the ADU or JADU is located.
- C. Considered in the application of any local ordinance, policy, or program to limit residential growth.
- D. Required to correct a nonconforming zoning condition, as defined in Section 17.28.030(G) below. This does not prevent the City from enforcing compliance with applicable building standards in accordance with Health and Safety Code section 17980.12.

17.28.030 Definitions.

As used in this section, terms are defined as follows:

- A. "Accessory dwelling unit" or "ADU" means an attached or a detached residential dwelling unit that provides complete independent living facilities for one or more persons and is located on a lot with a proposed or existing primary residence. An accessory dwelling unit also includes the following:
 - 1. An efficiency unit, as defined by Section 17958.1 of the California Health and Safety Code; and
 - 2. A manufactured home, as defined by Section 18007 of the California Health and Safety Code.
- B. "Accessory structure" means a structure that is accessory and incidental to a dwelling located on the same lot.
- C. "Complete independent living facilities" means permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as the single-family or multifamily dwelling is or will be situated.
- D. "Efficiency kitchen" means a kitchen that includes all of the following:
 - 1. A cooking facility with appliances.

2. A food preparation counter and storage cabinets that are of a reasonable size in relation to the size of the JADU.
- E. "Junior accessory dwelling unit" or "JADU" means a residential unit that:
1. Is no more than five hundred square feet in size,
 2. Is contained entirely within an existing or proposed single-family dwelling,
 3. Includes its own separate sanitation facilities or shares sanitation facilities with the existing or proposed single-family dwelling, and
 4. Includes an efficiency kitchen, as defined in subsection D above.
- F. "Living area" means the interior habitable area of a dwelling unit, including basements and attics, but does not include a garage or any accessory structure.
- G. "Nonconforming zoning condition" means a physical improvement on a property that does not conform with current zoning standards.
- H. "Passageway" means a pathway that is unobstructed clear to the sky and extends from a street to one entrance of the ADU or JADU.
- I. "Proposed dwelling" means a dwelling that is the subject of a permit application and that meets the requirements for permitting.
- J. "Public transit" means a location, including, but not limited to, a bus stop or train station, where the public may access buses, trains, subways, and other forms of transportation that charge set fares, run on fixed routes, and are available to the public.
- K. "Tandem parking" means that two or more automobiles are parked on a driveway or in any other location on a lot, lined up behind one another.

17.28.040 Approvals.

The following approvals apply to ADUs and JADUs under this section:

- A. Building-permit Only. If an ADU or JADU complies with each of the general requirements in Section 17.28.050 below, it is allowed with only a building permit in the following scenarios:
1. Converted on Single-family Lot: One ADU as described in this subsection (A)(1) and one JADU on a lot with a proposed or existing single-family dwelling on it, where the ADU or JADU:
 - (a) Is either: within the space of a proposed single-family dwelling; within the existing space of an existing single-family dwelling; or within the existing space of an accessory structure, plus up to one hundred fifty additional square feet if the expansion is limited to accommodating ingress and egress; and
 - (b) Has exterior access that is independent of that for the single-family dwelling; and
 - (c) Has side and rear setbacks sufficient for fire and safety, as dictated by applicable building and fire codes.

2. Limited Detached on Single-family Lot: One detached, new- construction ADU on a lot with a proposed or existing single-family dwelling (in addition to any JADU that might otherwise be established on the lot under subsection (A)(1) above), if the detached ADU satisfies each of the following limitations:
 - (a) The side- and rear-yard setbacks are at least four-feet.
 - (b) The total floor area is eight hundred square feet or smaller.
 - (c) The peak height above grade is sixteen feet or less.
3. Converted on Multifamily Lot: One or more ADUs within portions of existing multifamily dwelling structures that are not used as livable space, including but not limited to storage rooms, boiler rooms, passageways, attics, basements, or garages, if each converted ADU complies with state building standards for dwellings. Under this subsection (A)(3), at least one converted ADU is allowed within an existing multifamily dwelling, up to a quantity equal to 25 percent of the existing multifamily dwelling units.
4. Limited Detached on Multifamily Lot: No more than two detached ADUs on a lot that has an existing multifamily dwelling if each detached ADU satisfies both of the following limitations:
 - (a) The side- and rear-yard setbacks are at least four-feet.
 - (b) The peak height above grade is sixteen feet or less.

B. ADU Permit.

1. Except as allowed under subsection (A) above, no ADU may be created without a building permit and an ADU permit in compliance with the standards set forth in Section 17.28.050 and Section 17.28.060.
2. The City may charge an application fee, adopted by resolution of the City Council, to reimburse it for costs incurred in processing ADU permits.

C. Process and Timing.

1. An ADU permit is considered and approved ministerially, without discretionary review or a hearing.
2. The City must act on an application to create an ADU or JADU within sixty days from the date that the City receives a completed application. If the City does not act upon the completed application within sixty days, the application is deemed approved unless either:
 - (a) The applicant requests a delay, in which case the sixty-day time period is tolled for the period of the requested delay, or
 - (b) When an application to create an ADU or JADU is submitted with a permit application to create a new single-family dwelling on the lot, the City may delay acting on the permit application for the ADU or JADU until the City acts on the permit application to create the new single-family dwelling, but the application to create the ADU

or JADU will still be considered ministerially without discretionary review or a hearing.

17.28.050 General ADU and JADU requirements.

The following requirements apply to all ADUs and JADUs that are approved under Section 17.28.040(A) or (B):

- A. Zoning.
 - 1. An ADU or JADU subject only to a building permit under Section 17.28.040(A) may be created on a lot in a residential or mixed-use zone.
 - 2. An ADU or JADU subject to an ADU permit under Section 17.28.040(B) may be created on a lot that is zoned to allow single-family dwelling residential use or multifamily dwelling residential use.
- B. Fire Sprinklers. Fire sprinklers are required in an ADU if sprinklers are required in the primary residence.
- C. Rental Term. No ADU or JADU may be rented for a term that is shorter than thirty days. This prohibition applies regardless of when the ADU or JADU was created.
- D. No Separate Conveyance. An ADU or JADU may be rented, but, except as otherwise provided in Government Code Section 65852.26, no ADU or JADU may be sold or otherwise conveyed separately from the lot and the primary dwelling (in the case of a single-family lot) or from the lot and all of the dwellings (in the case of a multifamily lot).
- E. Owner Occupancy.
 - 1. All ADUs permitted before January 1, 2020, are subject to the owner-occupancy requirement that was in place when the ADU was created.
 - 2. An ADU that is permitted after that date but before January 1, 2025, is not subject to any owner-occupancy requirement.
 - 3. All ADUs that are permitted on or after January 1, 2025, are subject to an owner-occupancy requirement. A natural person with legal or equitable title to the property must reside on the property as the person's legal domicile and permanent residence.
 - 4. All JADUs are subject to an owner-occupancy requirement. A natural person with legal or equitable title to the property must reside on the property, in either the primary dwelling or JADU, as the person's legal domicile and permanent residence. However, the owner-occupancy requirement of this paragraph does not apply if the property is entirely owned by another governmental agency, land trust, or housing organization.
- F. Deed Restriction. Prior to issuance of a building permit for an ADU or JADU, a deed restriction must be recorded against the title of the property in the County Recorder's office and a copy filed with the Director. The deed restriction must run with the land and bind all future owners. The form of the deed restriction will be provided by the City and must provide that:

1. Except as otherwise provided in Government Code Section 65852.26, the ADU or JADU may not be sold separately from the primary dwelling.
2. The ADU or JADU is restricted to the approved size and to other attributes allowed by this section.
3. The deed restriction runs with the land and may be enforced against future property owners.
4. The deed restriction may be removed if the owner eliminates the ADU or JADU, as evidenced by, for example, removal of the kitchen facilities. To remove the deed restriction, an owner may make a written request of the Director, providing evidence that the ADU or JADU has in fact been eliminated. The Director may then determine whether the evidence supports the claim that the ADU or JADU has been eliminated. Appeal may be taken from the Director's determination consistent with other provisions of this Code. If the ADU or JADU is not entirely physically removed, but is only eliminated by virtue of having a necessary component of an ADU or JADU removed, the remaining structure and improvements must otherwise comply with applicable provisions of this Code.
5. The deed restriction is enforceable by the Director or his or her designee for the benefit of the City. Failure of the property owner to comply with the deed restriction may result in legal action against the property owner, and the City is authorized to obtain any remedy available to it at law or equity, including, but not limited to, obtaining an injunction enjoining the use of the ADU or JADU in violation of the recorded restrictions or abatement of the illegal unit.

G. Building & Safety. All ADUs and JADUs must comply with all local building code requirements.

17.28.060 Specific ADU requirements.

The following requirements apply only to ADUs that require an ADU permit under Section 17.28.040(B).

A. Maximum Size.

1. The maximum size of a detached or attached ADU subject to this Section 17.28.060 is eight hundred fifty square feet for a studio or one-bedroom unit and one thousand square feet for a unit with two or more bedrooms.
2. An attached ADU that is created on a lot with an existing primary dwelling is further limited to fifty percent of the floor area of the existing primary dwelling, subject to subsection (A)(3) below.
3. Application of other development standards in this Section 17.28.060, such as FAR or lot coverage, might further limit the size of the ADU, but no application of the percentage-based size limit in subsection (A)(2) above,

or of an FAR, lot coverage limit or open-space requirement may require the ADU to be smaller than eight hundred square feet.

- B. Floor Area Ratio (FAR). No ADU subject to this Section 17.28.060 may cause the total FAR of the lot to exceed forty-five percent, subject to Section 17.28.060(A)(3) above.
- C. Setbacks.
 - 1. Front Yard.
 - (a) Subject to subsection (C)(1)(b) below, no part of any ADU subject to this Section 17.28.060 may be located within thirty feet of the front property line.
 - (b) If the front yard setback is the only location on the lot where an ADU may be lawfully constructed, then the ADU may encroach into the required front yard setback as necessary to enable the construction of an eight hundred square foot unit that is no greater than sixteen feet in height.
 - 2. No part of any ADU subject to this Section 17.28.060 may be located within four feet of a side or rear property line.
- D. Lot Coverage. No ADU subject to this Section 17.28.060 may cause the total lot coverage of the lot to exceed fifty percent, subject to Section 17.28.060(A)(3) above.
- E. Minimum Open Space. No ADU subject to this Section 17.28.060 may cause the total percentage of open space of the lot to fall below fifty percent, subject to subsection Section 17.28.060(A)(3) above.
- F. Height. No ADU subject to this Section 17.28.060 may exceed sixteen feet in height above grade, measured to the peak of the structure.
- G. Passageway. No passageway, as defined by Section 17.28.030(H) above, is required for an ADU.
- H. Parking.
 - 1. Generally. One off-street parking space is required for each ADU. The parking space may be provided in setback areas or as tandem parking, as defined by Section 17.28.030(K) above.
 - 2. Exceptions. No parking under Section 17.28.060(H)(1) is required in the following situations:
 - (a) The ADU is located within one-half mile walking distance of public transit, as defined in subsection Section 17.28.030(J) above.
 - (b) The ADU is located within an architecturally and historically significant historic district.
 - (c) The ADU is part of the proposed or existing primary residence or an accessory structure under Section 17.28.040(A)(1) above.

- (d) When on-street parking permits are required but not offered to the occupant of the ADU.
 - (e) When there is an established car share vehicle stop located within one block of the ADU.
 - 3. No Replacement. When a garage, carport, or covered parking structure is demolished in conjunction with the construction of an ADU or converted to an ADU, those off-street parking spaces are not required to be replaced.
- I. Architectural Requirements.
 - 1. The materials and colors of the exterior walls, roof, and windows and doors must match the appearance and architectural design of those of the primary dwelling.
 - 2. The roof slope must match that of the dominant roof slope of the primary dwelling. The dominant roof slope is the slope shared by the largest portion of the roof.
 - 3. The exterior lighting must be limited to down-lights or as otherwise required by the building or fire code.
 - 4. The ADU must have an independent exterior entrance, apart from that of the primary dwelling.
 - 5. The interior horizontal dimensions of an ADU must be at least ten feet wide in every direction, with a minimum interior wall height of seven feet.
 - 6. Fencing, landscaping or privacy glass may be used to provide screening and prevent a direct line of sight to contiguous residential property.
 - 7. The architectural treatment of an ADU to be constructed on a lot that has an identified historical resource listed on the California Register of Historic Resources must comply with all applicable ministerial requirements imposed by the Secretary of Interior.
- J. Landscape Requirements.
 - 1. Evergreen landscape screening must be planted and maintained between the ADU and adjacent parcels as follows:
 - (a) At least one, fifteen-gallon size plant shall be provided for every five linear feet of exterior wall. Alternatively, at least one 24" box size plant shall be provided for every ten linear feet of exterior wall.
 - (b) Plant specimens for screening must be at least eight feet tall when installed. As an alternative, a solid fence of at least eight feet in height may be installed.
 - 2. All landscaping must be drought-tolerant.
 - 3. All landscaping must be from the City's approved plant list.
- K. Historical Protections. An ADU that is subject to this Section 17.28.060 and that is on or within six hundred feet of real property that is listed in the California Register

of Historic Resources is subject to all the objective standards imposed by the Secretary of Interior.

17.28.070 Fees.

The following requirements apply to all ADUs and JADUs that are approved under Section 17.28.040(A) or Section 17.28.040(B).

A. Impact Fees.

1. No impact fee is required for an ADU that is less than seven hundred fifty square feet in size. For purposes of this Section 17.28.070, “impact fee” means a “fee” under the Mitigation Fee Act (Gov. Code § 66000(b)) and a fee under the Quimby Act (Gov. Code § 66477). “Impact fee” here does not include any connection fee or capacity charge for water or sewer service.
2. Any impact fee that is required for an ADU that is seven hundred fifty square feet or larger in size must be charged proportionately in relation to the square footage of the primary dwelling unit. (E.g., the floor area of the ADU divided by the floor area of the primary dwelling, times the typical fee amount charged for a new dwelling.)

B. Utility Fees.

1. If an ADU is constructed with a new single-family home, a separate utility connection directly between the ADU and the utility and payment of the normal connection fee and capacity charge for a new dwelling are required.
2. Except as described in subsection 17.28.070(B)(1), converted ADUs on a single-family lot that are created under Section 17.28.040(A)(1) above are not required to have a new or separate utility connection directly between the ADU and the utility. Nor is a connection fee or capacity charge required.
3. Except as described in Section 17.28.070(B)(1), all ADUs not covered by Section 17.28.070(B)(2) above require a new, separate utility connection directly between the ADU and the utility.
 - (a) The connection is subject to a connection fee or capacity charge that is proportionate to the burden created by the ADU based on either the floor area or the number of drainage-fixture units (DFU) values, as defined by the Uniform Plumbing Code, upon the water or sewer system.
 - (b) The portion of the fee or charge that is charged by the City may not exceed the reasonable cost of providing this service.

17.28.080 Nonconforming ADUs and discretionary approval.

Any proposed ADU or JADU that does not conform to the objective standards set forth in Section 17.28.010 through Section 17.28.070 of this chapter may be allowed by the City with a conditional use permit, in accordance with the other provisions of this title.



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

Agenda Item No.: 7.F
Mtg. Date: 08/22/2022

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: CHRISTIAN HORVATH, CITY CLERK / EXECUTIVE ASSISTANT TO CITY MANAGER

THRU: ELAINE JENG P.E., CITY MANAGER

SUBJECT: APPROVE RESOLUTION NO. 1304 MODIFYING A REIMBURSEMENT POLICY IN ACCORDANCE WITH GOVERNMENT CODE §§ 53232.2 AND 53232.3 AND REPEALING RESOLUTION NO. 1002.

DATE: August 22, 2022

BACKGROUND:

At the July 11, 2022 City Council meeting staff was directed to prepare a policy relating to City Council expenses and bring back an agenda item for discussion. Subsequently, City Attorney Jenkins recalled drafting Resolution 1002 in 2006 that ensured the city was in compliance with the base state law requirements. The City Attorney opined that the Council could not adopt a different/updated resolution that is in violation of the base state law requirements. The City could be more restrictive but not less.

At the August 8, 2022 City Council meeting the following revisions were approved unanimously with Mayor Black absent:

Motion by Councilmember Pieper, seconded by Councilmember Mirsch directing staff to prepare a revised resolution simplifying the language to reflect an allocation of \$1000.00 in duty-related expenses per councilmember without Council approval provided that each Councilmember submits receipts within 60 days of the event they seek reimbursement for; have the Finance Department re-allocate, via a unique GL Code, \$5000.00 specific to Conferences for the Council appointed delegate(s); and the removal of per diem caps as allowable.

DISCUSSION:

The attached Resolution No. 1304 reflects the motion as passed by the City Council.

FISCAL IMPACT:

There is no fiscal impact to the existing FY 22/23 Adopted Budget.

RECOMMENDATION:

Approve as presented

ATTACHMENTS:

[ResolutionNo1304_AB1234_ReimbursementPolicyUpdate.pdf](#)

RESOLUTION NO. 1304

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROLLING HILLS ESTABLISHING A REIMBURSEMENT POLICY IN ACCORDANCE WITH GOVERNMENT CODE §§ 53232.2 AND 53232.3 AND RESCINDING RESOLUTION NO. 1002

The City Council of the City of Rolling Hills does resolve as follows:

SECTION 1. The City Council finds and declares as follows:

A. Elected and appointed City Officials are responsible for promoting and protecting public health, safety, and welfare. Among other things, these duties may require City Officials to:

1. Discuss the City's concerns with state and federal officials;
2. Participate in regional, state and national organizations that affect the City's interests;
3. Attend educational seminars designed to improve City Officials' skills and provide information; and
4. Promote public service and morale.
5. Attend meetings, ceremonial events and other activities sponsored by constituents, neighborhood groups, business organizations and similar groups.
6. Meet with constituents, civic groups and others with an interest in the City.

B. It is in the public interest to reimburse City Officials' expenses incurred in connection with these activities consistent with the provisions of this Resolution.

SECTION 2. *Declaration of Policy.* This Resolution is adopted in accordance with Government Code §§ 53232.2 and 53232.3 so that the City of Rolling Hills may reimburse appropriate expenses incurred by elected and appointed City officials while on authorized travel or otherwise engaged in the conduct of City business. Absent City Council approval, and only in extraordinary circumstances, the City will not reimburse City Officials an amount greater than allowed by this Resolution for expenses incurred during the course of conducting City business.

SECTION 3. Definitions. Unless the contrary is stated or clearly appears from the context, the following definitions govern the construction of the words and phrases used in this Resolution:

A. “City Officials” means members of the City Council and members of boards, commissions, and committees appointed by the City Council;

B. “Reimbursement” means all forms of payment for expenses incurred by City Officials in the course of their official duties whether paid directly by the City (including without limitation, with a City-issued credit card) or advanced by City Officials with personal funds and later reimbursed from City funds.

SECTION 4. City Business – Authorized Activities.

A. Expenses incurred while engaging in the following City business activities are generally authorized expenses if all requirements of this Resolution are fulfilled:

1. Communicating with representatives of regional, state and national government on City adopted policy positions;
2. Attending educational seminars designed to improve City Officials’ skill and information levels. A list of recognized conferences is attached as Exhibit “A,” and incorporated by reference;
3. Participating in regional, state and national organizations whose activities affect the City’s interests;
4. Recognizing service to the City (for example, thanking a longtime employee with a retirement gift or celebration of nominal value and cost);
5. Attending City events; and
6. Attending meetings with constituents, neighborhood groups, and business organizations.
7. Travel for City business outside of Rolling Hills.

Any questions regarding the propriety of a particular type of expense should be resolved by the City Council before the expense is incurred.

B. Notwithstanding any other portion of this Resolution, the annual limit (per fiscal year) for non-conference reimbursable expenses for each City Councilmember shall be one thousand dollars (\$1,000.00). Any expenses incurred above this limit require approval by the City Council. Further, a collective five thousand dollars (\$5,000.00) is allocated for travel to, and attendance at, eligible conferences approved by the City Council for the City Council delegate(s). All other reimbursable expenses shall be approved by the City Council.

SECTION 5. Expense Report Content And Submission Deadline.

A. All expense reimbursement requests must be submitted on an expense report form provided by the City and must explicitly list each expense eligible for reimbursement under this policy (e.g., name of conference and fee to attend, miles traveled for conference, meal at conference, etc.). Lodging and miles shall be reimbursed pursuant to Government Code 53232.2

B. City Officials must submit their expense reports within sixty (60) days after an expense is incurred, accompanied by receipts documenting each expense. Restaurant receipts, in addition to any credit card receipts, are also part of the necessary documentation. Notwithstanding the previous sentence, all reimbursement requests for each fiscal year must be submitted before June 30 of the fiscal year in which the expenses were incurred. For the avoidance of doubt, if a reimbursable expense is incurred on June 29, the City official must submit either the day of the expense (June 29) or the day after (June 30) to be eligible for reimbursement.

SECTION 6. Reports to City Council. At the City Council meeting following an activity, each City Official must briefly report on meetings attended at City expense. If multiple City Officials attended, a joint report may be made.

SECTION 7. Compliance With Laws. Some expenditures may be subject to reporting under the Political Reform Act and other laws. All agency expenditures are public records subject to disclosure under the California Public Records Act.

SECTION 8. Violation Of This Policy. Use of public resources or falsifying expense reports in violation of this Resolution may result in any or all of the following:

- A.** Loss of reimbursement privileges;
- B.** A demand for restitution to the City;
- C.** The City's reporting the expenses as income to the City Official to state

and federal tax authorities;

D. Civil penalties of up to \$1,000 per day and three times the value of the resources used; and

E. Prosecution for misuse of public resources.

SECTION 9. If any part of this Resolution or its application is deemed invalid by a court of competent jurisdiction, the City Council intends that such invalidity will not affect the effectiveness of the remaining provisions or applications and, to this end, the provisions of this Resolution are severable.

SECTION 10. Resolution No. 1002 is hereby rescinded.

SECTION 11. The City Clerk is directed to certify the passage and adoption of this Resolution; cause it to be entered into the City of Rolling Hills book of original Resolutions; make a note of the passage and adoption in the records of this meeting; and, within fifteen (15) days after the passage and adoption of this Resolution, cause it to be published or posted in accordance with California law.

SECTION 12. This Resolution will become effective immediately upon its adoption.

PASSED, APPROVED and ADOPTED this 22nd day of August, 2022.

Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney

APPROVED AS TO CONTENT:

City Manager

EXHIBIT A

Name of Conference
Any conference or travel approved in advance by the City Council.
League of California Cities Annual Conference
Annual Meeting of the Employee Relations Inst. League of California Cities
Annual League of California Cities Conference for Planning Commissioners
Annual Legislative Conference League of California Cities
National Conference of the International City/County Managers Association
Mayors and Councilmembers Institute League of California Cities
California Joint Powers Authority Annual Meeting
Annual Meeting of the California Chapter of the American Institute of Planners
National Conference of American Institute of Planners (AIP)
Annual Conference of the Urban Land Institute (ULI)
Annual Meeting of California Contract Cities Association
Legislative Orientation Tour (California Contract Cities Association)
League of California Cities Mayors and Councilmembers Department
League of California Cities Annual Redevelopment Conference
California JPIA Risk Management Conference

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

The foregoing Resolution No. 1304 entitled:

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF ROLLING HILLS ESTABLISHING A
REIMBURSEMENT POLICY IN ACCORDANCE
WITH GOVERNMENT CODE §§ 53232.2 AND
53232.3 AND RESCINDING RESOLUTION NO.
1002**

was approved and adopted at a regular meeting of the City Council on the 22nd
day of August, 2022, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

CHRISTIAN HORVATH
CITY CLERK



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

Agenda Item No.: 7.G
Mtg. Date: 08/22/2022

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: ROBERT SAMARIO, FINANCE DIRECTOR

THRU: ELAINE JENG P.E., CITY MANAGER

SUBJECT: INTERIM FINANCIAL REPORT FOR THE FISCAL YEAR ENDED JUNE 30, 2022

DATE: August 22, 2022

BACKGROUND:

Each month staff prepares a financial report showing the status of expenditures and revenues in relation to the budget. The accompanying financial reports provide the status of revenues and expenditures through June 30, 2022. Note that these are not final revenues and expenditures, but they are close enough to final to provide a sense of what the final year end results will be.

In addition, given that the numbers are close to final, we can now determine if any departments and/or funds have exceeded budget. Note that the City Council controls the General Fund budget at the department level so that if any department is expected to exceed its budget, Council must approve an adjustment to provide the budget authority needed to cover the excess costs. For other funds, Council controls expenditures at the fund level. Based on the preliminary expenditures for the fiscal year, there is one General Fund department and several funds that have expenditures over budget. As such, staff is recommending increase to those budgets to cover the overages.

DISCUSSION:

Status of General Fund Revenues

On a preliminary basis, revenues through June 30, 2022 total \$2,619,006. This exceeds the budgeted revenues of \$2,124,300 by \$494,706. Of this favorable variance, \$220,682 is due to American Rescue Plan Act revenues that were recognized during the year but were unbudgeted. The balance is largely due to strong performance in property taxes, real property transfer taxes, and building-related revenues relative to expectations.

Status of General Fund Expenditures

Preliminary year end expenditures total \$2,701,423 against budgeted expenditures of

\$3,422,674 resulting in a favorable variance of \$830,561. This large variance is attributable to across the board savings in virtually every General Fund departments. The City Administration and Planning Departments had a combined savings of almost \$500,000. In addition, nothing was spent in account in 01-75-946, Capital Outlay in the City Properties Department which had a budget of \$250,000. Approximately \$90,000 in savings was in labor costs as a result of vacancies created by employee turnover.

The only exception was in the Finance Department where costs exceed budget by \$40,758. This is due to entirely for contracted finance staff costs exceeding the budget. The costs reflect a higher level of service that had been provided in the past and underbilling of services. The level of services currently provided are more accurate and reflect the level of services needed to properly run the Finance Department and meet the needs of the City Manager and Council. As a result, staff is recommending an increase to the Finance Department budget of \$41,000.

General Fund Recap

Based on preliminary revenues and expenditures through June 30, 2022, it appears the General Fund will end the year with a small deficit \$82,418. However, this amount could change slightly by the time the revenues and expenditures are finalized.

Proposed Budget Adjustments - Other Funds

As detailed in the attached Schedule of Proposed Budget Adjustments, there are a few funds in which expenditures exceed budget. In the case of the LEAP Grant Fund, this is a new fund to track certain costs related to the Housing Element Update that may be eligible for reimbursement from the California Department of Housing and Community Development. The overage in the Measure W Fund will ultimately be funded from reserves based on unspent revenues from fiscal year 2020/21. The cost in the TDA Article 3 Fund will be ultimately covered by future Article 3 allocations.

FISCAL IMPACT:

This is a simply a report of preliminary year-end results. The recommended action will have no fiscal impact, but will slightly affect budgeted expenditures.

RECOMMENDATION:

Staff recommends that: (1) Council receive and accept the interim financial report for the fiscal year ended June 30, 2022; and (2) approve the increases to the budget and presented in the attached Schedule of Proposed Budget Adjustments.

ATTACHMENTS:

[CL_AGN_220822_CC_Schedule_ProposedBudgetAdjustments.pdf](#)

[CL_AGN_220822_CC_Summary_Revenues&Expenditures_BudgetvsActual.pdf](#)

[CL_AGN_220822_CC_BudgetvsActuals_GeneralFundRevenues.pdf](#)

[CL_AGN_220822_CC_BudgetvsActual_GeneralFundExpenditures.pdf](#)

[CL_AGN_220822_CC_BudgetvsActual_OtherFunds.pdf](#)

CITY OF ROLLING HILLS
Schedule of Proposed Budget Adjustments
Fiscal Year Ended June 30, 2022

	<u>Amended Budget</u>	<u>Actuals thru 6/30/22</u>	<u>Proposed Increase</u>	<u>Adjusted Budget</u>
General Fund (01)				
Finance Department	<u>\$ 117,330</u>	<u>\$ 158,088</u>	<u>\$ 41,000</u>	<u>\$ 158,330</u>
TDA Article 3 Fund (21)				
Consulting Fees	<u>\$ -</u>	<u>\$ 5,000</u>	<u>\$ 5,000</u>	<u>\$ 5,000</u>
LEAP Grant Fund (23)				
Special Project Study & Consulting	<u>\$ -</u>	<u>\$ 44,680</u>	<u>\$ 45,000</u>	<u>\$ 45,000</u>
Measure W Fund (30)				
Storm Water Mgmnt	<u>\$ 38,750</u>	<u>\$ 129,372</u>	<u>\$ 91,000</u>	<u>\$ 129,750</u>

CITY OF ROLLING HILLS
Summary of Budgeted and Actual Revenues
GENERAL FUND
Fiscal Year Ended June 30, 2022

	Budget	Actual	Variance Fav (Unfav)
Revenues	\$ 2,124,300	\$ 2,619,006	\$ 494,706
Expenditures	3,531,984	2,701,423	830,561
Surplus (Deficit)	<u>\$ (1,407,684)</u>	<u>\$ (82,418)</u>	<u>\$ 1,325,266</u>

CITY OF ROLLING HILLS
General Fund Revenues
Fiscal Year Ended 6/30/2022

	Budget Vs Actual		
	Adopted Budget	Actual Revenues	Variance Fav (Unfav)
Property Taxes	\$ 1,249,800	\$ 1,412,734	\$ 162,934
Sales Taxes	4,800	24,551	19,751
Property Transfer Tax	40,200	120,158	79,958
Disaster Grants	20,000	-	(20,000)
Motor Vehicle In Lieu	246,100	247,231	1,131
Construction & Demo Permits	-	5,400	5,400
Building & Other Permits	300,000	397,787	97,787
Variance, Planning & Zoning	22,000	24,246	2,246
Animal Control Fees	1,000	433	(567)
Franchise Fees	14,900	13,555	(1,345)
Fines & Traffic Violations	14,300	4,798	(9,502)
COVID 19 REVENUES	-	697	697
RHCA Lease Revenue	68,000	68,991	991
Interest on Investments	80,000	7,802	(72,198)
Public Safety Aug Fund	800	1,089	289
Burglar Alarm Response	600	-	(600)
Miscellaneous Revenue	37,800	44,850	7,050
Transfers In - ARPA	-	220,682	220,682
Transfers In	24,000	24,000	-
TOTALS	\$ 2,124,300	\$ 2,619,006	\$ 494,706

CITY OF ROLLING HILLS
Summary of Expenditures
Fiscal Year Ended June 30, 2022
GENERAL FUND

Department/Object Account		Adopted Budget	YTD Expenditures	Variance Fav (Unfav)
01 - CITY ADMINISTRATOR				
702	Salaries -Full Time	\$ 429,100	\$ 400,351	\$ 28,749
710	Retirement CalPERS-Employer	29,000	35,053	(6,053)
712	CalPERS Unfunded Liability	59,026	57,063	1,963
715	Workers Compensation Insur.	7,700	8,180	(480)
716	Group Insurance	55,000	66,791	(11,791)
717	Retiree Medical	30,300	33,256	(2,956)
718	Employer Payroll Taxes	28,400	26,087	2,313
719	Deferred Compensation	4,300	3,676	624
720	Auto Allowance	4,800	5,000	(200)
721	Phone Allowance	1,300	1,815	(515)
761	Auto Mileage	500	-	500
740	Office Supplies	38,040	29,265	8,775
745	Equipment Leasing Costs	14,850	12,232	2,618
750	Dues & Subscriptions	15,240	5,930	9,310
755	Conference Expense	10,000	8,110	1,890
757	Meetings Expense	2,000	3,329	(1,329)
759	Training & Education	5,000	600	4,400
765	Postage	20,000	17,901	2,099
770	Telephone	5,700	4,052	1,648
775	City Council Expense	10,000	2,902	7,098
776	Miscellaneous Expenses	-	457	(457)
780	Minutes Clerk Meetings	6,000	2,255	3,745
785	Codification	5,000	4,057	943
795	Other Gen Admin Expense	4,900	2,347	2,553
801	City Attorney	91,000	118,947	(27,947)
820	Website	6,000	14,160	(8,160)
850	Election Expense City Council	-	2,448	(2,448)
890	Consulting Fees	161,400	66,769	94,631
955	Disaster Emergency Equipment	-	2,088	(2,088)
802	Legal Expense - Other	3,000	-	3,000
790	Advertising	1,000	-	1,000
Total City Administrator		1,048,556	935,119	109,437

CITY OF ROLLING HILLS
Summary of Expenditures
Fiscal Year Ended June 30, 2022
GENERAL FUND

Department/Object Account		Adopted Budget	YTD Expenditures	Variance Fav (Unfav)
05 - Finance				
750	Dues & Subscriptions	200	-	200
790	Advertising	-	374	(374)
810	Annual Audit	17,630	17,110	520
890	Consulting Fees	99,500	140,605	(41,105)
Total Finance		117,330	158,088	(40,758)
15- PLANNING & DEVELOPMENT				
702	Salaries	237,200	174,053	63,147
703	Salaries-Part Time	-	4,167	(4,167)
710	Retirement CalPERS-Employer	17,750	13,216	4,534
715	Workers Compensation Insur.	3,800	4,029	(229)
716	Group Insurance	30,900	21,350	9,550
718	Employer Payroll Taxes	18,790	14,776	4,014
719	Deferred Compensation	1,200	-	1,200
720	Auto Allowance	2,400	1,400	1,000
721	Phone Allowance	600	1,111	(511)
758	Planning Commission Meeting	-	1,061	(1,061)
761	Auto Mileage	-	37	(37)
765	Postage	-	39	(39)
770	Telephone	-	-	-
776	Miscellaneous Expense	2,000	-	2,000
750	Dues & Subscription	850	-	850
755	Conference Expense	5,000	-	5,000
759	Training & Education	1,000	-	1,000
790	Advertising	-	4,217	(4,217)
801	City Attorney	-	-	-
802	Legal Expenses-Other	-	-	-
860	Planning Code Enforcement	-	7,800	(7,800)
872	Property Development-Legal Exp	100,000	41,190	58,810
875	Willdan Building	-	4,685	(4,685)
878	Build Inspect. LA County/Willd	150,000	206,177	(56,177)

CITY OF ROLLING HILLS
Summary of Expenditures
Fiscal Year Ended June 30, 2022
GENERAL FUND

Department/Object Account		Adopted Budget	YTD Expenditures	Variance Fav (Unfav)
881	Storm Water Management	275,800	87,833	187,967
882	Variance & CUP Expense	7,000	10,848	(3,848)
884	Special Project Study & Consulting	180,000	88,976	91,024
950	Capital Outlay	26,400	-	26,400
Total Planning & Development		1,060,690	686,965	373,725
25 - PUBLIC SAFETY				
830	Law Enforcement	220,380	217,141	3,239
833	Other Law Enforcement Expenses	3,000	2,806	194
837	Wild Life Mgmt & Pest Control	50,000	1,412	48,588
838	Animal Control Expense	6,000	4,502	1,498
890	Consulting Fees	-	-	-
Total Public Safety		279,380	225,862	53,518
65 - NON-DEPARTMENTAL				
895	Insurance & Bond Expense	30,260	29,263	997
901	South Bay Comm. Organization	20,100	6,836	13,264
915	Community Recognition	16,000	4,218	11,782
916	Civil Defense Expense	650	-	650
917	Emergency Preparedness	137,360	163,029	(25,669)
925		-	461	(461)
985	Contingency	25,000	-	25,000
Total Non-Departmental		229,370	203,807	25,563
75 - CITY PROPERTIES				
925	Utilities	33,810	38,127	(4,317)
930	Repairs & Maintenance	36,963	28,145	8,818
932	Area Landscaping	28,500	20,815	7,685
946	Capital Outlay - Buildings & Equip	250,000	-	250,000
Total City Properties		349,273	87,087	262,186

CITY OF ROLLING HILLS
Summary of Expenditures
Fiscal Year Ended June 30, 2022
GENERAL FUND

Department/Object Account	Adopted Budget	YTD Expenditures	Variance Fav (Unfav)
TRANSFERS OUT			
999 Traffic Safety Fund (Fund 13)	10,000	4,545	5,455
999 CalOES Fund (Fund 16)	80,875	33,333	47,542
999 Transfers Out - CIP Fund	88,000	98,107	(10,107)
999 Transfers Out - Refuse Fund	268,510	268,510	-
	<u>447,385</u>	<u>404,495</u>	<u>42,890</u>
GENERAL FUND TOTALS	<u><u>\$ 3,531,984</u></u>	<u><u>\$ 2,701,423</u></u>	<u><u>\$ 826,561</u></u>

CITY OF ROLLING HILLS
Proposed Revenues and Expenditures
Other Funds

	<u>Adopted Budget</u>	<u>Amended Budget</u>	<u>Actuals</u>	<u>Variance Favorable (Unfav)</u>
10 - COPS FUND				
Revenues				
COPS Allocation	\$ 160,000	\$ 160,000	\$ 138,050	\$ (21,950)
Expenditures				
COPS Program Expenditures	<u>160,000</u>	<u>160,000</u>	<u>167,397</u>	<u>(7,397)</u>
Revenues Over (Under) Expenditures	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (29,347)</u>	<u>\$ (29,347)</u>
11 - CLEEP FUND				
Revenues				
Interest Earned	\$ 50	\$ 50	\$ 40	\$ (10)
Expenditures				
CLEEP Technology Program	<u>1,100</u>	<u>1,100</u>	<u>130</u>	<u>970</u>
Revenues Over (Under) Expenditures	<u>\$ (1,050)</u>	<u>\$ (1,050)</u>	<u>\$ (90)</u>	<u>\$ 960</u>
13 - TRAFFIC SAFETY FUND				
Revenues				
Transfers In - General Fund	\$ 10,000	\$ 10,000	\$ 4,545	\$ (5,455)
Expenditures				
Road Striping - Delineators	<u>10,000</u>	<u>10,000</u>	<u>4,545</u>	<u>5,455</u>
Revenues Over (Under) Expenditures	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

	Adopted Budget	Amended Budget	Actuals	Variance Favorable (Unfav)
15 - ARPA FUND				
Revenues				
American Rescue Plan Act	\$ -		\$ 220,682	\$ 220,682
Expenditures				
Transfers Out to General Fund	-	-	220,682	(220,682)
Revenues Over (Under) Expenditures	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
16 - CAL OES FUND				
Revenues				
Crest Road FEMA Grant - 4434-526-112R	\$ -	\$ 1,145,487	\$ -	\$ (1,145,487)
Veg. Mgmnt FEMA Grant - HMGP-4382-175-13R	-	242,625	56,667	(185,958)
Eastfield U/Grounding FEMA DR-4382-177-7R-CA	-	1,971,882	-	(1,971,882)
Safety Element Disaster Grants - DR 4344 PL0521	-	-	17,091	17,091
Transfers In - General Fund - Safety Element	-	-	7,255	7,255
Transfers In - Utility Fund - 4434-526-112R	-	381,819	-	(381,819)
Transfers In - Utility Fund - DR4382-177-7R	-	657,294	-	(657,294)
Transfers In - General Fund - HMGP-4382-175-13R	-	80,875	26,078	(54,797)
Total Revenues	<u>-</u>	<u>4,479,982</u>	<u>107,091</u>	<u>(4,372,891)</u>
Expenditures				
Crest Road East Project - 4434-526-112R	-	1,527,306	15,452	1,511,854
Eastfield Drive Utility U.G. - 4382-177-7R	-	2,629,176	-	2,629,176
Safety Element DR4344-PL0521	-	-	29,021	(29,021)
Veg. Mgmt Mitig. Proj. - HMGP-4382-175-13R	-	323,500	104,311	219,189
Total Expenditures	<u>-</u>	<u>4,479,982</u>	<u>148,784</u>	<u>4,331,198</u>
Revenues Over (Under) Expenditures	<u>\$ -</u>	<u></u>	<u>\$ (41,693)</u>	<u>\$ (41,693)</u>

	Adopted Budget	Amended Budget	Actuals	Variance Favorable (Unfav)
21 - TDA ARTICLE 3 FUND				
Expenditures				
Consulting Fees	\$ -	\$ -	\$ 5,000	\$ (5,000)
22 - SB 1383 FUND				
Revenues				
SB 1383 Grant	\$ -	\$ -	\$ 20,183	\$ 20,183
23 - LEAP Grant				
Revenues				
LEAP Grant	\$ -	\$ -	\$ -	\$ -
Expenditures				
Special Project Study & Consulting	-	-	44,680	(44,680)
Revenues Over (Under) Expenditures	\$ -	\$ -	\$ (44,680)	\$ (44,680)
25 - PROPOSITION A FUND				
Revenues				
Grant Revenues	\$ 38,000	\$ 38,000	\$ 47,384	\$ 9,384
Interest Earned	600	600	-	(600)
Total Revenues	38,600	38,600	47,384	8,784
Expenditures				
Prop A Exchange	-	-	-	-
Revenues Over (Under) Expenditures	\$ 38,600	\$ 38,600	\$ 47,384	\$ 8,784

	Adopted Budget	Amended Budget	Actuals	Variance Favorable (Unfav)
26 - PROPOSITION C				
Revenues				
Grant Revenue-Prop C	\$ 31,500	\$ 31,500	\$ 39,254	\$ 7,754
Interest Earned	650	650	200	(450)
Total Revenues	<u>32,150</u>	<u>32,150</u>	<u>39,454</u>	<u>7,304</u>
Expenditures				
Prop C Gifted	-	-	-	-
Revenues Over (Under) Expenditures	<u>\$ 32,150</u>	<u>\$ 32,150</u>	<u>\$ 39,454</u>	<u>\$ 7,304</u>
27- MEASURE R TRANSIT				
Revenues				
Measure R Grant Revenues	\$ 24,000	\$ 24,000	\$ 31,481	\$ 7,481
Interest Earned	1,000	1,000	-	(1,000)
Total Revenues	<u>25,000</u>	<u>25,000</u>	<u>31,481</u>	<u>6,481</u>
Expenditures				
Measure R Gifted	-	-	-	-
Revenues Over (Under) Expenditures	<u>\$ 25,000</u>	<u>\$ 25,000</u>	<u>\$ 31,481</u>	<u>\$ 6,481</u>
29 - MEASURE M				
Revenues				
Measure M Local Return	\$ 26,500	\$ 26,500	\$ 33,310	\$ 6,810
Interest Earned	1,100	1,100	-	(1,100)
Total Revenues	<u>27,600</u>	<u>27,600</u>	<u>33,310</u>	<u>5,710</u>
Expenditures				
Measure M Gifted	-	-	-	-
Revenues Over (Under) Expenditures	<u>\$ 27,600</u>	<u>\$ 27,600</u>	<u>\$ 33,310</u>	<u>\$ 5,710</u>

	Adopted Budget	Amended Budget	Actuals	Variance Favorable (Unfav)
30 - MEASURE W				
Revenues				
Grant Revenues	\$ 110,000	\$ 110,000	\$ 104,742	\$ (5,258)
Interest Earned	900	900	-	(900)
Total Revenues	<u>110,900</u>	<u>110,900</u>	<u>104,742</u>	<u>(6,158)</u>
Expenditures				
Storm Water Management	<u>38,750</u>	<u>38,750</u>	<u>129,372</u>	<u>(90,622)</u>
Revenues Over (Under) Expenditures	<u>72,150</u>	<u>72,150</u>	<u>(24,630)</u>	<u>\$ (96,780)</u>
35 - MEASURE A				
Revenues				
Grant Revenue	\$ 26,100	\$ 26,100	\$ -	\$ (26,100)
Interest Earned	900	900	-	(900)
Total Revenues	<u>27,000</u>	<u>27,000</u>	<u>-</u>	<u>(27,000)</u>

	Adopted Budget	Amended Budget	Actuals	Variance Favorable (Unfav)
40 - CAPITAL PROJECTS FUND				
Revenues				
Transfers from General Fund	\$ 88,000	\$ 121,235	\$ 98,107	\$ (23,128)
Expenditures				
Consulting Fees	-	-	-	-
1 Middleridge Lane South Storm Drain	-	33,235	-	33,235
1 Middleridge Lane North Storm Drain	-	48,645	-	48,645
Outdoor Siren System - Design	-	-	-	-
Outdoor Siren System - Construction	-	-	-	-
Non-Building Improvements	300,000	300,000	79,644	220,356
City Hall Improvements	-	-	18,463	(18,463)
Total Expenditures	<u>300,000</u>	<u>381,880</u>	<u>98,107</u>	<u>283,773</u>
Revenues Over (Under) Expenditures	<u>(212,000)</u>	<u>(260,645)</u>	<u>-</u>	<u>260,645</u>
41- UTILITY FUND				
Revenues				
Rule 20A Power Utility Credits	\$ 763,638	\$ 1,039,113	\$ -	\$ (1,039,113)
Expenditures				
Legal & Other Outside Counsel	-	-	-	-
Sewer Feasibility Study	-	-	42,801	(42,801)
Underground Utility Project	763,638	763,638	5,881	757,757
Sewer Feasibility Project	-	-	-	-
Transfers Out - Cal OES Fund	-	1,039,113	-	1,039,113
Total Expenditures	<u>763,638</u>	<u>1,802,751</u>	<u>48,682</u>	<u>714,956</u>
Revenues Over (Under) Expenditures	<u>\$ -</u>	<u>\$ (763,638)</u>	<u>(48,682)</u>	<u>(324,157)</u>

	<u>Adopted Budget</u>	<u>Amended Budget</u>	<u>Actuals</u>	<u>Variance Favorable (Unfav)</u>
50 - REFUSE FUND				
Revenues				
Construction & Demo Permits	\$ 24,000	\$ 24,000	\$ -	\$ (24,000)
Service Charges	753,500	753,500	668,189	(85,311)
Transfers In - General Fund	159,200	159,200	268,510	109,310
Total Revenues	<u>936,700</u>	<u>936,700</u>	<u>936,699</u>	<u>(1)</u>
Expenditures				
Misc Expense	-	-	-	-
Refuse Service Contract	912,700	912,700	912,728	(28)
Transfers Out	24,000	24,000	24,000	-
Total Expenditures	<u>936,700</u>	<u>936,700</u>	<u>936,728</u>	<u>(28)</u>
Revenues Over (Under) Expenditures	<u>-</u>	<u>-</u>	<u>(29)</u>	<u>(29)</u>



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

Agenda Item No.: 11.A
Mtg. Date: 08/22/2022

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JOHN SIGNO, DIRECTOR OF PLANNING & COMMUNITY SERVICES

THRU: ELAINE JENG P.E., CITY MANAGER

SUBJECT: RECEIVE AND FILE AN UPDATE ON FUEL LOAD REDUCTION FROM THE PVP LAND CONSERVANCY FOR PHASE I, II, III, and IV.

DATE: August 22, 2022

BACKGROUND:

The City has received services from the Palos Verdes Peninsula Land Conservancy for vegetation removal that mitigates wildfire hazards since 2019. Conservancy staff members 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 and beyond. PVP Land Conservancy has focused on the removal of invasive plants such as Acacia, Mustard and other Non-native plants.

Phases 1 to 3

- Phase 1: Approximately 18 acres of fuel load reduction and maintenance were implemented with 16 of those acres for mowing and 2 acres for regrowth treatment.
- Phase 2: Approximately 15 acres of fuel load reduction and maintenance were implemented with 14 of those acres for mowing and 1 acre for regrowth treatment.
- Phase 3: Approximately 7.5 acres of fuel load reduction and maintenance were implemented with 5.5 of those acres for mowing and 2 acres for regrowth treatment.

This yields a total of 35.5 acres of mowing and 5 acres of treatment for re-growth for a grand total of 40.5 acres completed.

DISCUSSION:

Phase 4

In the winter of 2021, the Palos Verdes Peninsula Land Conservancy (Conservancy) proposed a fourth phase of fuel load reduction work in the Palos Verdes Nature Preserve abutting the City of Rolling Hills. On April 25, 2022, the City and the Conservancy entered into a Fourth Amendment to the Agreement for fire fuel abatement.

Phase 4 covers approximately 7 acres of fuel load reduction, including 1.5 acres of Acacia removal and 5.5 acres of mustard and non-native grasses mowing. The sites had biological monitoring surveys done before any work was implemented. Phase 4 work was completed in the late spring of 2022 and the site is currently being monitored for regrowth.

FISCAL IMPACT:

Fuel load reduction for 2022 is paid out of the General Fund in an amount not to exceed \$81,700. For 2023, the City will pay \$20,800 out of the General Fund for follow-up mustard mowing services.

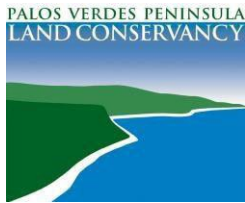
RECOMMENDATION:

Receive and file.

ATTACHMENTS:

[CL_AGN_220822_CC_PVPLC_Presentation.pdf](#)

[2022.1.24 City Council_Fuel Load Reduction Phase 4_Draft.pdf](#)



Update on Fuel Load Reduction

2022

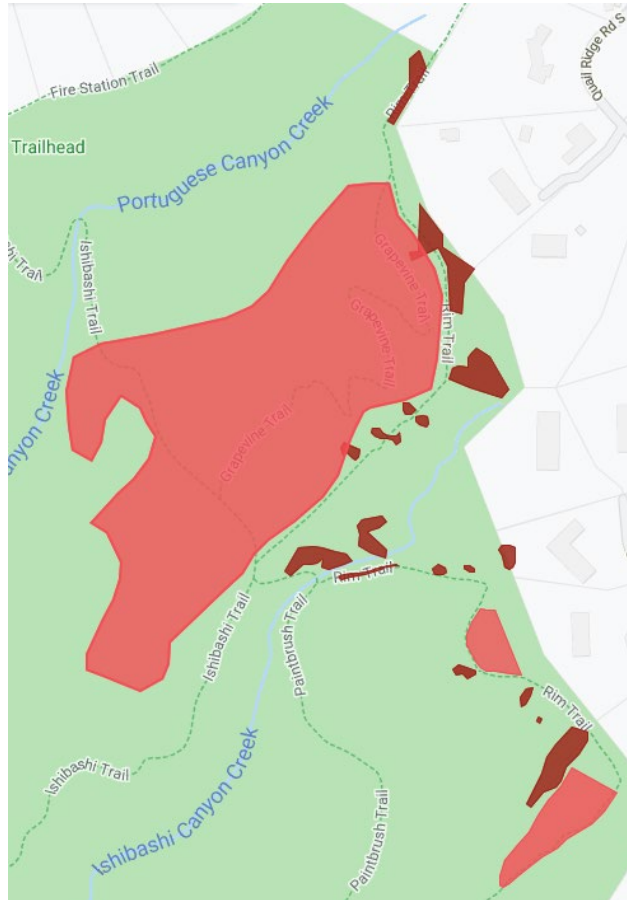
Submitted by the Palos Verdes Peninsula Land Conservancy

In the winter of 2021, The Palos Verdes Peninsula Land Conservancy (Conservancy) proposed a fourth phase of fuel load reduction work in the Palos Verdes Nature Preserve abutting the City of Rolling Hills. The fourth phase was completed in the late spring of 2022 and this document serves as a report and update of the work completed, including phase one, two and three, which were completed in the spring of 2022.



Phase I

Approximately 18 acres of fuel load reduction maintenance were implemented. Of the 18 acres, 2 acres of previously removed acacia areas were monitored for regrowth (and treated) and 16 acres of mustard and non-native grasses were mowed. All sites had biological monitoring surveys done before any work was implemented.



Mowed areas in pink. Monitored areas in red

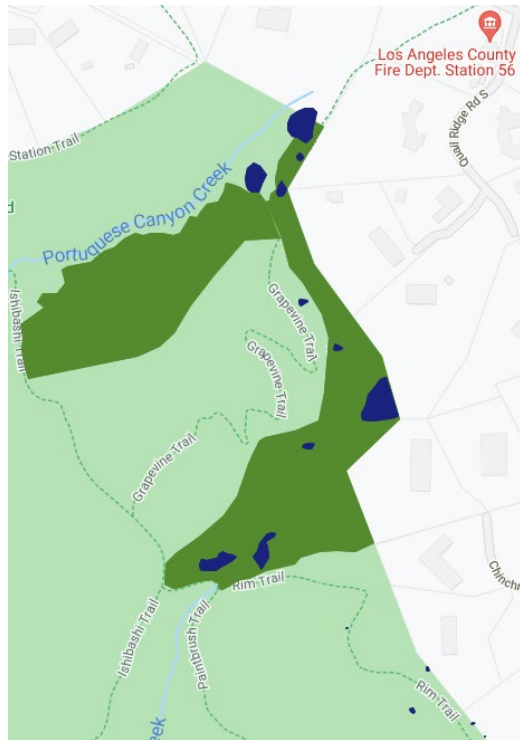




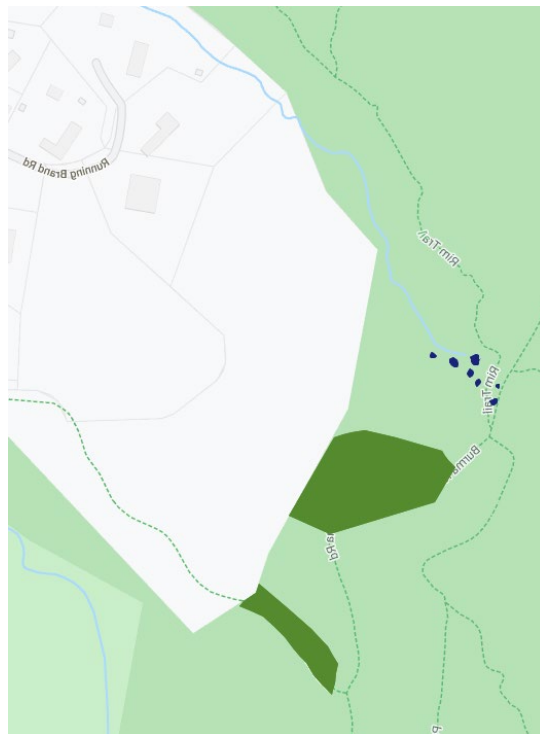


Phase 2

Approximately 15 acres of fuel load reduction maintenance were implemented. Of the 15 acres, 1 acre of previously removed acacia areas were monitored for regrowth (and treated) and 14 acres of mustard and non-native grasses were mowed. All sites had biological monitoring surveys done before any work was implemented.



Mowed areas in green. Monitored areas in dark blue



Mowed areas in green. Monitored areas in dark blue





Phase 3

Approximately 7.5 acres of fuel load reduction were implemented. Of the 7.5 acres, 2 acres were Acacia removal and 5.5 acres were mowing of mustard and non-native grasses. The site is currently being monitored for Acacia regrowth. All sites had biological monitoring surveys done before any work was implemented.



Acacia Removal Site in Red Polygon and Mowing in Blue Polygon









Phase 4

Approximately 7 acres of fuel load reduction were implemented. Of the 7 acres, 1.5 acres were Acacia removal and 5.5 acres were mowing of mustard and non-native grasses. The site is currently being monitored for Acacia regrowth. All sites had biological monitoring surveys done before any work was implemented.













Rolling Hills Fuel Load Reduction

Palos Verdes Peninsula Land Conservancy
2022 Report

Cris Sarabia
Conservation Director

Overview

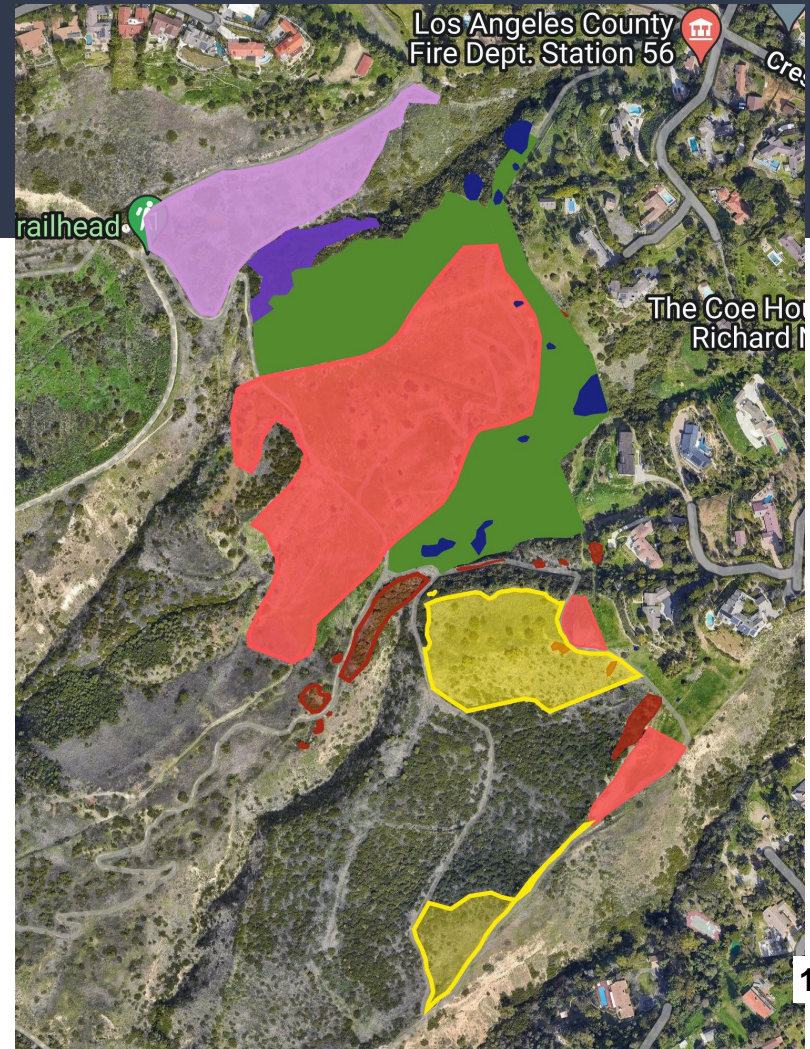
2022

Phase 1 – Mowing Maintenance and Regrowth Monitoring and Treatment

Phase 2 – Mowing Maintenance and Regrowth Monitoring and Treatment

Phase 3 – Mowing Maintenance and Regrowth Monitoring and Treatment

Phase 4 – Initial Mowing and Invasive Acacia Removal





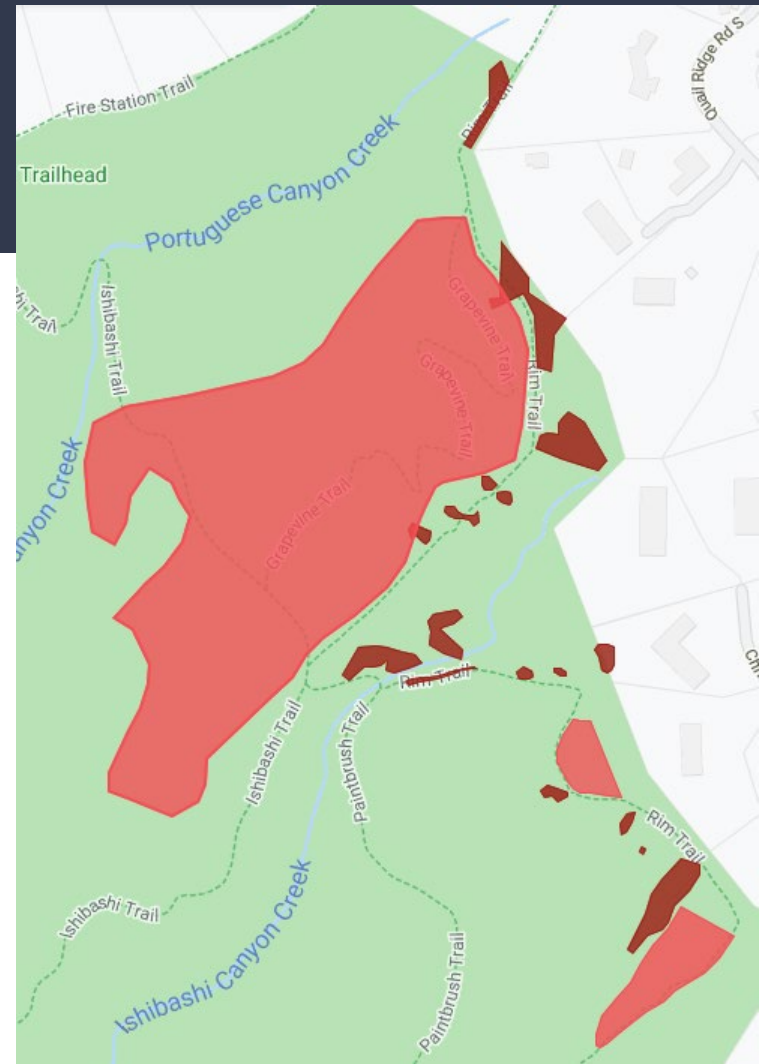
Phase 1

June 2022

Started in 2019 and 2022 will be final year of mowing

2 acres of Acacia

16 acres of mowing







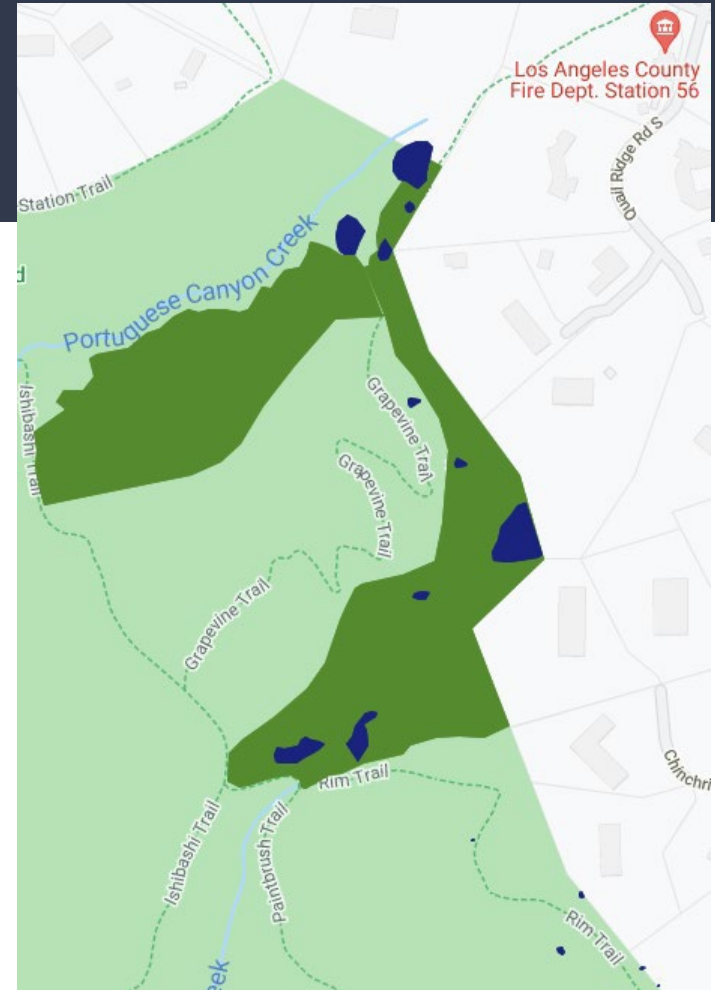
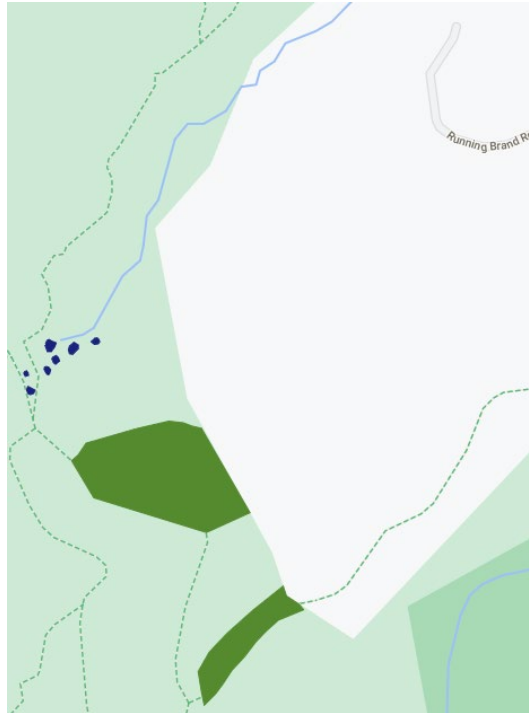


Phase 2

June 2022

Started in 2020 and 2023
will be final year of mowing

1 acres of Acacia
15 acres of mowing









Phase



Phase



Phase 3

June 2022

Started in 2021

2 acres of Acacia
5.5 acres of mowing

Maintenance consisted of Mowing
and surveying for acacia.



Phase 3



Phase 3





Phase 3









Phase 4

June 2022

5.5 Acres of mowing

1.5 Acres of Acacia removal

No plan for future
maintenance

























City of Rolling Hills

INCORPORATED JANUARY 24, 1957

Agenda Item No.: 11.B
Mtg. Date: 08/22/2022

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: ELAINE JENG, CITY MANAGER

THRU: ELAINE JENG P.E., CITY MANAGER

SUBJECT: RECEIVE AN UPDATE ON THE LOS ANGELES REGIONAL WATER QUALITY CONTROL BOARD'S REVIEW OF THE PROPOSED APPROACH FOR STORMWATER COMPLIANCE FOR MACHADO LAKE; AND DIRECT STAFF NOT TO PARTICIPATE IN THE TORRANCE AIRPORT STORMWATER BASIN PROJECT

DATE: August 22, 2022

BACKGROUND:

Almost exactly one year ago, the City Council directed staff to inform the Los Angeles County Regional Water Quality Control Board staff (RB staff) that the design volume in the tributary areas to Machado Lake is retained within the city using the Sepulveda Canyon monitoring data. Since that time, McGowan Consulting assisted the city with a detailed and comprehensive addendum to the Peninsula Enhanced Watershed Management Plan (EWMP) and joined the Peninsula Watershed Management group.

Staff was also directed to meet with the City of Torrance about a modular design for the Torrance Airport Stormwater Basin project. Presently, the Torrance Airport Stormwater Basin project does not have a discharge volume for Rolling Hills because the city was not a participant of the Peninsula EWMP in 2012. Participants of the Peninsula EWMP were required to run a model showing stormwater discharges to Machado Lake and the model results were used to design the Torrance Airport Stormwater Basin Project. Additional background information is provided in the attached August 23, 2021 City Council staff report.

DISCUSSION:

The City of Torrance was not agreeable to a modular design for the Torrance Airport Stormwater Basin project and instead asked Rolling Hills to define its stormwater volume capture.

In July and August 2022, the City of Torrance inquired about the city's participation. The latest correspondence came during the week of August 15. City of Torrance staff noted that to proceed with the project's engineering design, the volume capture for the overall project needs to be defined. If the city were to participate in the project, the City of Torrance requests a

formal letter noting participation, along with the volume capture for Rolling Hills to meet the design volume in the tributary areas to Machado Lake.

City staff has been waiting for RB staff to provide feedback on the proposed compliance approach before responding to the City of Torrance on participation. In January 2022, the city submitted an addendum to the Peninsula EWMP outlining Rolling Hills' approach for compliance. In April 2022, the RB staff provided comments on the city's addendum. In late June 2022, McGowan Consulting and city staff submitted to RB staff the Sepulveda Canyon Continuous Flow Technical Memorandum and revised sections of the EWMP addendum addressing comments. The technical memo included two complete wet seasons of flow monitoring data for the Sepulveda Canyon.

In the recent correspondence, the City of Torrance noted that there would be delays to the engineering design of the project if the group continues to wait for Rolling Hills' response on participation. During the week of August 15, 2022, on behalf of city staff, McGowan Consulting contacted RB staff and received positive feedback on city's proposed compliance approach. RB staff noted that a draft conditional approval letter was submitted to their executive staff for approval nearly a month ago. RB staff also noted that, in general, the review resulted in no substantive comments on the city's proposed approach. Based on RB staff's feedback and the City of Torrance's immediate need for response, city staff recommends that the City not participate in the Torrance Airport Stormwater Basin Project.

FISCAL IMPACT:

If the City Council decides not to participate in the Torrance Airport Stormwater Basin Project, there would be significant savings to the Measure W fund and General Fund.

The high level construction estimate at the preliminary design level for the overall project is \$18M (capital cost.) This estimate does not include design volume for Rolling Hills. The estimate could be higher taking into consideration Rolling Hill's design volume. The on-going annual operations and maintenance of the project is estimated at \$300,000 to be shared by all the participants of the project. Assuming equal split between the participants, the on-going operations and maintenance expense for Rolling Hills would be between \$50,000 to \$60,000 per year in addition to the capital cost share. Using the cost share formula for water quality monitoring with the EWMP group, Rolling Hills' share of the capital cost could vary between \$1.91M to \$2.16M based on the overall construction estimate of \$18M.

RECOMMENDATION:

Receive report and direct staff to inform the City of Torrance on participation in the Torrance Airport Infiltration Regional Project.

ATTACHMENTS:

[StaffReport_TorranceAirportProject_2021_August.pdf](#)



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

Agenda Item No.: 7.B

Mtg. Date: 08/23/2021

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: MEREDITH ELGUIRA, PLANNING DIRECTOR

THRU: ELAINE JENG P.E., CITY MANAGER

SUBJECT: RECEIVE AND FILE THE CITY'S NOTICE OF INTENT (NOI) TO PARTICIPATE IN THE PENINSULA ENHANCED WATERSHED MANAGEMENT PROGRAM (EWMP), AND DISCUSS PARTICIPATION IN THE TORRANCE AIRPORT STORMWATER BASIN PROJECT.

DATE: August 23, 2021

BACKGROUND:

On June 28, 2021, the City Council directed staff to participate in the Peninsula Enhanced Watershed Management Program (EWMP). The City Council also directed staff to discuss with the Los Angeles Regional Water Quality Control Board staff (RB staff) on the city's planned approach for compliance with the Machado Lake pollutant loading by demonstrating that the design volume in the tributary areas to the Machado Lake is retained within the City using the Sepulveda Canyon monitoring data.

As directed, staff met with RB staff on August 9, 2021 and announced the City's intent to join the Peninsula EWMP. Staff also discussed with the RB staff the City's compliance approach. RB staff advised the City to submit a formal Notice of Intent (NOI) letter outlining the City's next steps to join the EWMP. The NOI letter is attached to this report. Prior to submitting the NOI letter on August 20, 2021, City staff reached out to the Peninsula Watershed Management group for approval to join the EWMP and consent to the send the NOI letter to the Regional Board. The City received a unanimous approval from the group.

On behalf of the City, McGowan Consulting will be preparing a detailed and comprehensive addendum to the Peninsula EWMP plan and submit the addendum to the RB staff by November 1, 2021. The Peninsula Watershed Management group already submitted their plan on June 30, 2021. In lieu of resubmitting the entire document, requiring the approval of the other cities in the Peninsula EWMP, the RB staff asked for an addendum to the plan.

At the June 28, 2021 City Council meeting, staff was also directed to approach the City of Torrance about a modular design for the Torrance Airport Stormwater Basin Project. The City participated in the feasibility study for the Torrance Airport Stormwater Basin Project and the project received grant funds from Measure W, the Los Angeles County Safe, Clean Water Program for the design of the project.

Presently, the project does not include a discharge volume for Rolling Hills because the City was not a participant of the Peninsula EWMP in 2012. Participants of the Peninsula EWMP were required to run a model showing stormwater discharges to Machado Lake. The participants used the discharge volume to design the Torrance Airport Stormwater Basin Project.

The City of Torrance is preparing to release a Request for Proposal (RFP) for project design. In response to Rolling Hills' request for modular design to allow the flexibility for project participation, the City of Torrance said that Rolling Hills must decide on participation in the project before the RFP is released, anticipated at the end of August 2021. The modular design idea was not considered.

DISCUSSION:

Joining the Torrance Airport Stormwater Basin Project would provide the City of Rolling Hills a guarantee that it will comply with allowable Machado Lake pollutant levels in case the City cannot demonstrate that it can meet the retaining stormwater discharge volume. If the City is able to demonstrate that the discharge volume is retained within City boundaries, there would be no need for the City to join the Torrance Airport Stormwater Basin Project.

The addendum to the Peninsula EWMP will not be submitted to the RB staff until November 1, 2021. The RB staff may take months to review the addendum. The earliest that the City will have feedback from the RB staff on the proposed compliance approach would be towards the end of the year while the City of Torrance is requiring the City to provide direction on participation in the Torrance Airport Stormwater Basin Project by August 2021.

McGowan Consultant discussed with staff that the City may elect to provide a design volume to the City of Torrance and be included in the project RFP while it waits for the results of the hydrologic analysis and response from the RB staff on the Peninsula EWMP. If positive results are received from the RB staff, the City can pull out of the project prior to final design or construction.

FISCAL IMPACT:

The FY 2021-2022 adopted budget includes \$40,000 for participating in the Peninsula EWMP. The anticipated cost of participation is between \$20,000 and \$40,000, depending on the iterations of reviews by the Regional Board staff. There is no cost to the City to continue participation in the Torrance Airport Stormwater Basin Project RFP for design services.

RECOMMENDATION:

Receive and file the City's NOI to join the Peninsula EWMP and discuss the City's participation in the Torrance Airport Stormwater Basin Project.

ATTACHMENTS:

[2021.09.19EWMP Ltr.pdf](#)



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

Agenda Item No.: 13.A
Mtg. Date: 08/22/2022

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: CHRISTIAN HORVATH, CITY CLERK / EXECUTIVE ASSISTANT TO CITY MANAGER

THRU: ELAINE JENG P.E., CITY MANAGER

SUBJECT: DISCUSSION ON THE TRADITION OF TAKING CITY COUNCIL PHOTOS ANNUALLY (MIRSCH)

DATE: August 22, 2022

BACKGROUND:

The City Council has photographs taken annually to memorialize the body. A photo session to capture the make up of the body for Fiscal Year 2021-2022 and Fiscal Year 2022-2023 is scheduled for Monday, September 12, 2022. Councilmember Leah Mirsch requested to discuss the tradition of taking City Council photos annually and recommends to cancel the photo session scheduled for September 12, 2022 in light of the city's anticipated deficit budget for the current fiscal year.

DISCUSSION:

None.

FISCAL IMPACT:

The FY 22/23 Budget accounts for an allocation to cover the expense.

RECOMMENDATION:

Provide direction to staff.

ATTACHMENTS:



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

Agenda Item No.: 14.A
Mtg. Date: 08/22/2022

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JOHN SIGNO, DIRECTOR OF PLANNING & COMMUNITY SERVICES

THRU: ELAINE JENG P.E., CITY MANAGER

SUBJECT: FIRE FUEL ABATEMENT ENFORCEMENT QUARTERLY REPORT FOR THE SECOND QUARTER OF 2022 (APRIL 1 THROUGH JUNE 30)

DATE: August 22, 2022

BACKGROUND:

The Code Enforcement division provides quarterly updates on fuel abatement cases which consist of active and closed cases. The attachments show active and closed cases consisting of dead vegetation and other code violations for the second quarter of 2022. Also included are a list of open cases and a cumulative list of all cases.

DISCUSSION:

During the second quarter of 2022, there were a total of 5 cases closes, including 4 dealing with dead vegetation; 3 cases were opened, including 2 that dealt with unpermitted construction. In total, code enforcement is working on 19 open cases, of which 6 deal with dead vegetation.

The Code Enforcement Division is continuing to use iWorQ to generate quarterly updates and track code enforcement and fire fuel abatement cases. Those reports are attached.

Arthur Minter is the new code enforcement officer serving from Willdan Engineering. Arthur started on July 26, 2022 and has since opened several cases that will be included in the next quarterly report.

FISCAL IMPACT:

None.

RECOMMENDATION:

Receive and file.

ATTACHMENTS:

[Q2 2022 Opened Cases 082222.pdf](#)

[Q2 2022 Closed Cases 082222.pdf](#)

CUMULATIVE OPEN CASES.pdf
CUMULATIVE LIST.pdf



SECOND QUARTER 2022 - 04/01/2022 - 06/30/2022

Case #	Case Date	Address of Violation	Description	Main Status	Case Closed
273	6/9/2022	4 Spur Ln	Dead/Dry vegetation	Open	
268	5/17/2022	5 Sagebrush Ln	Unpermitted Construction	Open	
265	4/7/2022	79 Eastfield Dr	Unpermitted Construction	Open	

Total Records: 3

8/17/2022



SECOND QUARTER 2022 - 04/01/2022 - 06/30/2022

Case Date	Address of Violation	Description	Main Status	Case Closed
3/8/2022	74 Saddleback Road	Dead Eucalyptus tree/pine trees, accumulatn of dead vegetation	Closed	5/19/2022
2/15/2022	17 Bowie Road	Dead Vegetation	Closed	4/26/2022
8/23/2021	38 Crest Road West	Dead Vegetation	Closed	4/14/2022
6/11/2021	8 Crest Road East	Illegal export of dirt	Closed	4/14/2022
2/23/2021	74 Saddleback Road	Dead Vegetation	Closed	5/19/2022

Total Records: 5

8/17/2022



CUMULATIVE OPEN CASES

Case Date	Address of Violation	Description	Main Status
7/6/2021	1 Chestnut Lane	Illegal structure	Open
8/11/2022	1 Crest Road East	Dead Tree	Open
6/3/2021	1 Hackamore Road	Illegal construction, unpermitted. Boat stored in prohibited location.	Open
8/10/2021	1 Ranchero Road	Illegal construction	Open
8/16/2022	1 Sagebrush Lane	Dead Trees	Open
8/11/2022	16 Buggy Whip Drive	Trees in violation of condition	Open
11/23/2021	2 Acacia Lane	Unpermitted replacement of roof on guest house, unpermitted demolition of pool deck, and no C&D permit.	Open
4/21/2021	2 Buggy Whip Drive	broken fence and trash	Open
8/16/2022	20 Portuguese Bend Road	Dead Trees	Open
8/16/2022	24 Portuguese Bend Road	Dead Trees	Open
3/11/2020	2950 Palos Verdes Drive	Expired Permit	Open
8/16/2022	30 Portuguese Bend Road	Dead Trees	Open
6/9/2022	4 Spur Ln	Dead/Dry vegetation	Open
5/17/2022	5 Sagebrush Ln	Unpermitted Construction	Open
6/24/2020	61 Eastfield Drive	Grading and Drainage	Open
5/16/2019	67 Portuguese Bend Road	Illegal Construction	Open
7/7/2022	7 Crest Rd. West	Unpermitted construction to the interior of resident	Open
6/1/2019	77 Saddleback Road	Drainage	Open
4/7/2022	79 Eastfield Dr	Unpermitted Construction	Open

Total Records: 19

8/17/2022



CODE ENFORCEMENT CASES

CUMULATIVE LIST

	Case Date	Address of Violation	Description	Main Status
1	3/11/2020	1 Acacia Road	Expired Permit	Closed
2	3/11/2020	1 Appaloosa Lane	Expired Permit	Closed
3	7/6/2021	1 Chestnut Lane	Illegal structure	Open
4	8/11/2022	1 Crest Road East	Dead Tree	Open
5	9/1/2021	1 Crest Road East	Tumbleweeds	Closed
6	2/23/2021	1 Crest Road East	Dead Vegetation	Closed
7	7/21/2021	1 Crest Road West	Dead Vegetation	Closed
8	10/19/2021	1 Hackamore Road	Barking Dog	Closed
9	6/3/2021	1 Hackamore Road	Illegal construction, unpermitted. Boat stored in prohibited location.	Open
10	3/11/2020	1 Lower Blackwater Canyon Road	Expired Permit	Closed
11	4/7/2021	1 Middleridge Lane North	Old Code Case	Closed
12	11/8/2019	1 Packsaddle Road West	Lighting	Closed
13	6/22/2021	1 Pinto Road	Dead Vegetation	Closed
14	7/6/2020	1 Portuguese Bend Road	Expired Permit	Closed
15	8/10/2021	1 Ranchero Road	Illegal construction	Open
16	7/6/2020	1 Reata Lane	Expired Permit	Closed
17	8/16/2022	1 Sagebrush Lane	Dead Trees	Open
18	3/11/2020	1 Sagebrush Lane	Expired Permit	Closed
19	7/23/2020	1 Williamsburg Lane	Dead Vegetation	Closed
20	3/11/2020	10 Johns Canyon Road	Expired Permit	Closed
21	8/3/2020	10 Pine Tree Lane	Dead Vegetation	Closed
22	3/11/2020	10 Southfield Drive	Expired Permit	Closed
23	3/11/2020	11 Poppy Trail	Expired Permit	Closed
24	2/3/2021	11 Upperblackwater Canyon Road	BMP	Closed
25	6/25/2020	12 Bowie Road	Expired Permit	Closed
26	10/16/2019	12 Caballeros Road	Dead Vegetation	Closed
27	7/1/2020	12 Eastfield Drive	Expired Permit	Closed
28	7/2/2020	12 Georgeff Road	Expired Permit	Closed
29	7/22/2020	12 Upper Blackwater Canyon Road	Lighting	Closed

30	2/3/2021	12 Upperblackwater Canyon Road	Dead Vegetation	Closed
31	2/6/2020	14 Buggy Whip Drive	Dead Vegetation	Closed
32	7/6/2020	14 Cinchring Road	Expired Permit	Closed
33	6/14/2019	14 Upper Blackwater Canyon Road	Dead Vegetation	Closed
34	7/6/2020	15 Buggy Whip Drive	Expired Permit	Closed
35	10/22/2020	15 Portuguese Bend Road	View	Closed
36	2/26/2019	15 Upper Blackwater Canyon Road	Dead Vegetation	Closed
37	8/11/2022	16 Buggy Whip Drive	Trees in violation of condition	Open
38	7/26/2021	16 Cinchring Road	Tumbleweeds	Closed
39	9/24/2019	16 Cinchring Road	Dead Vegetation	Closed
40	8/13/2020	16 Cinchring Road	Dead Vegetation	Closed
41	3/11/2020	16 Portuguese Bend Road	Expired Permit	Closed
42	2/15/2022	17 Bowie Road	Dead Vegetation	Closed
43	10/5/2020	17 Buggy Whip Drive	Lighting	Closed
44	6/17/2021	17 Cinchring Road	Dead Vegetation	Closed
45	8/20/2020	17 Eastfield Drive	Illegal construction	Closed
46	3/11/2020	17 Eastfield Drive	Expired Permit	Closed
47	3/11/2020	17 Portuguese Bend Road	Expired Permit	Closed
48	3/11/2020	17 Wideloop Road	Expired Permit	Closed
49	3/11/2020	18 Bowie Road	Expired Permit	Closed
50	9/4/2019	18 Cinchring Road	Dead Vegetation	Closed
51	3/11/2020	18 Eastfield Drive	Expired Permit	Closed
52	8/12/2019	18 Poppy Tail	Expired Permit	Closed
53	9/1/2020	18 Portuguese Bend Road	Dead Vegetation	Closed
54	3/11/2020	18 Portuguese Bend Road	Expired Permit	Closed
55	3/11/2020	19 Chuckwagon Road	Expired Permit	Closed
56	7/23/2021	19 Wideloop	Dead Vegetation	Closed
57	11/23/2021	2 Acacia Lane	Unpermitted replacement of roof on guest house, unpermitted demolition of pool deck, and no C&D permit.	Open
58	7/26/2021	2 Acacia Lane	Dead Vegetation	Closed
59	7/6/2020	2 Acacia Lane	Expired Permit	Closed
60	8/11/2020	2 Appaloosa Lane	Dead Vegetation	Closed
61	4/21/2021	2 Buggy Whip Drive	broken fence and trash	Open
62	10/13/2021	2 El Concho	Illegal structure	Closed
63	6/8/2021	2 El Concho Road	Planting trees, illegal construction	Closed
64	7/6/2020	2 Flying Mane	Expired Permit	Closed
65	7/6/2020	2 Hillside Lane	Expired Permit	Closed

66	3/11/2020	2 Lower Blackwater Canyon Road	Expired Permit	Closed
67	3/11/2020	2 Pheasant Lane	Expired Permit	Closed
68	7/17/2020	2 Pinto Road	Dead Vegetation	Closed
69	11/18/2019	2 Portuguese Bend Road	Lighting	Closed
70	1/21/2020	2 Portuguese Bend Road	Dead Vegetation	Closed
71	2/23/2021	2 Possum Ridge Road	Dead Vegetation	Closed
72	7/6/2020	2 Quail Ridge North	Expired Permit	Closed
73	3/11/2020	2 Quail Ridge North	Expired Permit	Closed
74	11/16/2020	2 Runningbrand Road	Dead Vegetation	Closed
75	6/16/2021	2 Spur Lane	Import of gravel; unpermitted	Closed
76	2/25/2021	2 Spur Lane	17.16.230 - Import and export of soil.	
77	3/29/2021	2 Spur Lane	Dead Vegetation	Closed
78	3/11/2020	20 Buggy Whip Drive	Expired Permit	Closed
79	8/16/2022	20 Portuguese Bend Road	Dead Trees	Open
80	7/16/2020	20 Portuguese Bend Road	Dead Vegetation	Closed
81	3/11/2020	20 Portuguese Bend Road	Expired Permit	Closed
82	7/22/2021	20 Upper Blackwater Canyon Road	Dead vegetation, palm tree fronds, and dead trees	Closed
83	7/11/2019	21 Buggy Whip Drive	Illegal Construction	Closed
84	5/18/2021	21 Chuckwagon Road	Illegal work & no C&D permit	Closed
85	7/16/2020	21 Portuguese Bend Road	Dead Vegetation	Closed
86	7/16/2020	22 Portuguese Bend Road	Dead Vegetation	Closed
87	4/7/2021	23 Middleridge Lane North	Old Code Case	Closed
88	7/16/2020	23 Portuguese Bend Road	Dead Vegetation	Closed
89	3/11/2020	24 Eastfield Drive	Expired Permit	Closed
90	8/16/2022	24 Portuguese Bend Road	Dead Trees	Open
91	3/11/2020	25 Portuguese Bend Road	Expired Permit	Closed
92	11/17/2020	26 Cinchring Road	Drainage	Closed
93	3/11/2020	26 Cinchring Road	Expired Permit	Closed
94	7/6/2020	2720 Palos Verdes Drive North	Expired Permit	Closed
95	9/14/2021	28 Portuguese Bend Road	Dead Vegetation	Closed
96	3/3/2020	2862 Palos Verdes Drive	Expired Permit	Closed
97	3/11/2020	2900 Palos Verdes Drive	Expired Permit	Closed
98	3/11/2020	2950 Palos Verdes Drive	Expired Permit	Open
99	3/11/2020	2958 Palos Verdes Drive	Expired Permit	Closed
100	12/30/2021	3 Appaloosa Lane	Dead Tree	Closed
101	6/18/2018	3 Appaloosa Lane	Dead Vegetation	Closed
102	4/6/2020	3 Chuckwagon Road	Lighting	Closed

103	7/21/2020	3 Chuckwagon Road	Lighting	Closed
104	7/6/2020	3 Flying Mane	Expired Permit	Closed
105	4/28/2021	3 Johns Canyon	Pine tree obstructing view	
106	4/1/2021	3 Lower Blackwater Canyon	Dead Vegetation	Closed
107	7/16/2020	3 Maverick Lane	Dead Vegetation	Closed
108	3/11/2020	3 Middleridge Lane North	Expired Permit	Closed
109	3/4/2021	3 Spur Lane	Dead Vegetation	Closed
110	6/9/2022	3 Spur Ln	Dead/Dry vegetation	Closed
111	3/11/2020	3 Wrangler Road	Expired Permit	Closed
112	8/16/2022	30 Portuguese Bend Road	Dead Trees	Open
113	4/7/2021	30 Portuguese Bend Road	Old Code Case	Closed
114	4/7/2021	32 Portuguese Bend Road	Old Code Case	Closed
115	3/22/2021	32 Portuguese Bend Road	Dead Vegetation	Closed
116	3/22/2021	32 Portuguese Bend Road	Dead Vegetation	Closed
117	3/11/2020	34 Crest Road East	Expired Permit	Closed
118	4/7/2021	34 Portuguese Bend Road	Old Code Case	Closed
119	2/12/2019	34 Portuguese Bend Road	Dead Vegetation	Closed
120	2/18/2020	35 Saddleback Road	Lighting	Closed
121	3/11/2020	35 Saddleback Road	Expired Permit	Closed
122	8/23/2021	38 Crest Road West	Dead Vegetation	Closed
123	4/7/2021	38 Portuguese Bend Road	Old Code Case	Closed
124	4/7/2021	4 Middleridge Lane South	Old Code Case	Closed
125	7/20/2021	4 Pine Tree Lane	Dead Vegetation	Closed
126	2/23/2021	4 Possum Ridge Road	Dead Vegetation	Closed
127	4/26/2021	4 Ranchero Road	Dead Vegetation	
128	3/11/2020	4 Ranchero Road	Expired Permit	Closed
129	3/11/2020	4 Ranchero Road	Expired Permit	Closed
130	9/24/2019	4 Ranchero Road	Dead Vegetation	Closed
131	9/2/2020	4 Ringbit West	Illegal construction	Closed
132	6/9/2022	4 Spur Ln	Dead/Dry vegetation	Open
133	7/18/2020	40 Eastfield Road	Illegal Construction	Closed
134	7/6/2020	40 Portuguese Bend Road	Expired Permit	Closed
135	3/29/2022	42 Portuguese Bend Rd	Dead Tree	Closed
136	1/27/2021	42 Portuguese Bend Road	Dead Vegetation	Closed
137	3/11/2020	47 Eastfield Drive	Expired Permit	Closed
138	3/11/2020	48 Eastfield Drive	Expired Permit	Closed
139	2/18/2020	48 Saddleback Road	Lighting	Closed
140	2/26/2020	49 Eastfield Road	Illegal Construction	Closed
141	3/17/2021	49 Saddleback Road	Dead Vegetation	Closed

142	12/20/2019	5 Buggy Whip	Illegal Construction	Closed
143	3/11/2020	5 Buggy Whip Dive	Expired Permit	Closed
144	8/18/2021	5 Caballeros Road	Dead vegetation	Closed
145	9/1/2020	5 Chestnut Lane	Noise	Closed
146	5/25/2021	5 Chuckwagon Road	Dead vegetation	
147	7/21/2021	5 Crest Road East	Tumbleweeds	Closed
148	7/6/2020	5 Hillside Lane	Expired Permit	Closed
149	6/17/2021	5 Johns Canyon Road	View	Closed
150	8/19/2020	5 Morgan Lane	Dead Vegetation/Litter	Closed
151	11/3/2020	5 Pine Tree Lane	BMP	Closed
152	6/18/2020	5 Pine Tree Lane	Dead Vegetation	Closed
153	3/11/2020	5 Reata Lane	Expired Permit	Closed
154	3/11/2020	5 Ringbit Road	Expired Permit	Closed
155	5/17/2022	5 Sagebrush Ln	Unpermitted Construction	Open
156	3/11/2020	50 Saddleback Road	Expired Permit	Closed
157	8/3/2021	53 Portuguese Bend Road	View Impairment	Closed
158	3/17/2021	55 Saddleback Road	Dead Vegetation	Closed
159	3/17/2021	57 Saddleback Road	Dead Vegetation	Closed
160	2/1/2021	59 Eastfield Drive	Nuisance	Closed
161	11/2/2020	59 Eastfield Drive	Lighting	Closed
162	9/1/2020	59 Eastfield Drive	Sign	Closed
163	12/11/2019	6 Chuckwagon Road	Dead Vegetation	Closed
164	7/21/2021	6 Open Brand Road	Dead fronds	Closed
165	7/6/2020	6 Outrider Road	Expired Permit	Closed
166	2/14/2020	6 Packsaddle East	Dead Vegetation	Closed
167	5/25/2021	6 Pine Tree Lane	Dead Vegetation	Closed
168	6/14/2019	6 Pine Tree Lane	Dead Vegetation	Closed
169	3/11/2021	6 Possum Ridge Road	Dead Vegetation	Closed
170	3/11/2020	6 Ringbit Road West	Expired Permit	Closed
171	7/1/2021	6 Saddleback Road	Dead Tree	Closed
172	3/11/2020	6 Saddleback Road	Expired Permit	Closed
173	6/24/2020	61 Eastfield Drive	Grading and Drainage	Open
174	7/22/2021	62 Eastfield Drive	Dead palm tree fronds	Closed
175	1/21/2020	62 Portuguese Bend Road	Dead Vegetation	Closed
176	1/21/2020	64 Portuguese Bend Road	Dead Vegetation	Closed
177	3/26/2021	65 Eastfield Road	Dead Vegetation	Closed
178	7/17/2020	65 Portuguese Bend Road	Property Maintenance	Closed
179	7/6/2020	65 Portuguese Bend Road	Expired Permit	Closed
180	3/11/2020	65 Portuguese Bend Road	Expired Permit	Closed

181	9/9/2021	66 Portuguese Bend Road	Tumbleweeds	Closed
182	1/20/2020	66 Portuguese Bend Road	Dead Vegetation	Closed
183	3/11/2020	67 Eastfield Drive	Expired Permit	Closed
184	5/16/2019	67 Portuguese Bend Road	Illegal Construction	Open
185	7/1/2020	68 Saddleback Road	Dead Vegetation	Closed
186	4/27/2021	7 Chuckwagon Lane	Animal complaint	Closed
187	7/7/2022	7 Crest Rd. West	Unpermitted construction to the interior of resident	Open
188	8/18/2021	7 Crest Road East	Tumbleweeds	Closed
189	4/7/2021	7 Crest Road East	Old Code Case	Closed
190	11/18/2019	7 Crest Road East	Dead Vegetation	Closed
191	3/11/2020	7 Eastfield Drive	Expired Permit	Closed
192	2/11/2020	7 Georgeff Road	Dead Vegetation	Closed
193	3/11/2020	7 Outrider Road	Expired Permit	Closed
194	3/11/2020	7 Packsaddle East	Expired Permit	Closed
195	3/11/2020	7 Packsaddle Road East	Expired Permit	Closed
196	6/21/2021	7 Pine Tree Lane	Dead Vegetation	Closed
197	4/20/2020	7 Roundup Road	Fence	Closed
198	7/16/2020	71 Saddleback Road	Dead Vegetation	Closed
199	3/11/2020	73 Eastfield Drive	Expired Permit	Closed
200	11/8/2019	73 Portuguese Bend Road	Lighting	Closed
201	9/9/2020	74 Portuguese Bend Road	Lighting	Closed
202	3/8/2022	74 Saddleback Road	Dead Eucalyptus tree/pine trees, accumulation of dead vegetation	Closed
203	2/23/2021	74 Saddleback Road	Dead Vegetation	Closed
204	3/11/2020	75 Eastfield Drive	Expired Permit	Closed
205	4/7/2021	76 Eastfield Drive	Old Code Case	Closed
206	3/11/2020	76 Eastfield Drive	Expired Permit	Closed
207	3/3/2022	76 Saddleback Road	Dead Eucalyptus tree in power lines and dead pine tree	Closed
208	2/23/2021	76 Saddleback Road	Dead Vegetation	Closed
209	6/28/2021	77 Portuguese Bend Road	Dead Vegetation	Closed
210	11/16/2020	77 Portuguese Bend Road	Dead Vegetation	Closed
211	11/6/2020	77 Portuguese Bend Road	Dead Vegetation	Closed
212	9/9/2020	77 Portuguese Bend Road	Water	Closed
213	3/25/2021	77 Saddleback Road	Dead Vegetation	Closed
214	6/1/2019	77 Saddleback Road	Drainage	Open
215	4/7/2022	79 Eastfield Dr	Unpermitted Construction	Open
216	3/11/2020	8 Bowie Road	Expired Permit	Closed

217	6/14/2021	8 Crest Road East	Importing dirt from 11 Upper Blackwater Canyon Road	Closed
218	6/11/2021	8 Crest Road East	Illegal export of dirt	Closed
219	4/7/2021	8 Flying Mane Road	Old Code Case	Closed
220	4/18/2019	8 Georgeff Road	Property Maintenance	Closed
221	7/2/2020	8 Hackamore Road	Expired Permit	Closed
222	9/28/2021	8 Midderidge Lane	Dead Vegetation	Closed
223	3/11/2020	8 Morgan Lane	Expired Permit	Closed
224	7/6/2020	8 Packsaddle Road West	Expired Permit	Closed
225	4/20/2020	8 Pine Tree Lane	Dead Vegetation	Closed
226	4/6/2020	8 Reata Lane	Dead Vegetation	Closed
227	10/1/2020	8 Upperblackwater Canyon Road	Lighting	Closed
228	6/29/2021	80 Saddleback Road	Dead vegetation	Closed
229	3/11/2020	80 Saddleback Road	Expired Permit	Closed
230	3/11/2020	86 Saddleback Road	Expired Permit	Closed
231	1/27/2021	87 Crest Road East	Dead Vegetation	Closed
232	7/20/2021	88 Saddleback Road	Dead Vegetation	Closed
233	7/6/2020	9 Johns Canyon Road	Expired Permit	Closed
234	3/11/2020	9 Middleridge Lane South	Expired Permit	Closed
235	7/6/2020	9 Quail Ridge Road South	Expired Permit	Closed
236	3/11/2020	91 Crest Road East	Expired Permit	Closed
237	3/11/2020	92 Saddleback Road	Expired Permit	Closed
238	9/14/2020	Georgeff Road & Crest Road East	B M P	Closed
239	3/4/2021	Spur Lane	Dead Vegetation	Closed
240	7/14/2020	Spur Lane	Dead Vegetation	Closed

Total Records: 240

8/17/2022