City of Rolling Hills

INCORPORATED JANUARY 24, 1957

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

AGENDA | **CITY COUNCIL** | **CITY OF ROLLING HILLS**
Regular City Council Meeting | **Monday, February 12, 2024** | **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. 1358 *Next Ordinance No. 385*

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. PRESENTATIONS/PROCLAMATIONS/ANNOUNCEMENTS

5. APPROVE ORDER OF THE AGENDA

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

6. BLUE FOLDER ITEMS (SUPPLEMENTAL)

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

7. PUBLIC COMMENT ON NON-AGENDA ITEMS

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

8. CONSENT CALENDAR

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

8.A. APPROVE AFFIDAVIT OF POSTING FOR THE CITY COUNCIL REGULAR MEETING OF FEBRUARY 12, 2024

RECOMMENDATION: Approve.
CL_AGN_240212_CC_AffidavitofPosting.pdf

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

8.C. APPROVE THE FOLLOWING CITY COUNCIL MINUTES: JANUARY 22, 2024 REGULAR MEETING
RECOMMENDATION: Approve as presented.
CL_MIN_240122_CC_F.pdf

8.D. PAYMENT OF BILLS
RECOMMENDATION: Approve as presented.
CL_AGN_240212_CC_PaymentOfBills.pdf

8.E. REPUBLIC SERVICES RECYCLING TONNAGE AND COMPLAINT REPORTS FOR DECEMBER 2023
RECOMMENDATION: Receive and file.
VC_REP_240122_Dec_YTD_TonnageReport.pdf
VC_REP_240122_Dec_C&D Report.pdf
VC_REP_240122_Dec_ComplaintLog.pdf
VC_REP_240212_ComplaintsList2024_Redacted.pdf

8.F. CONSIDER AND APPROVE THE PLANNED EXPENDITURES FOR FISCAL YEAR 2024-2025 SAFE, CLEAN WATER (MEASURE W) MUNICIPAL PROGRAM FUNDS FOR SUBMISSION TO LOS ANGELES COUNTY FLOOD CONTROL DISTRICT
RECOMMENDATION: Approve as presented.
PW_MS4_240208_RH_AnnualPlan2024-25_SCW_Expenditures_F_rev.pdf

8.G. ADOPT RESOLUTION NO. 1355 AUTHORIZING A FISCAL YEAR 2023-2024 BUDGET MODIFICATION TO INCREASE APPROPRIATIONS BY $577,069.90 IN THE GRANTS CAPITAL PROJECTS FUND BY A TRANSFER FROM GENERAL FUND RESERVES FOR PROVIDING CONSTRUCTION SERVICES ON THE 20C PORTION OF THE CREST ROAD EAST FIRE PREVENTION POWER LINE UNDERGROUNDING PROJECT
RECOMMENDATION: Approve as presented.
ResolutionNo1355_CrestRoad20C_ConstructionProject_BudgetAmendment_F.pdf
GR_OES_240108_CrestRd_Extension_ApprovalLetter_Scan.pdf

8.H. ADOPT BY RESOLUTION NO. 1356 AUTHORIZING A FISCAL YEAR 2023-2024 BUDGET MODIFICATION TO APPROPRIATE $11,500.00 IN THE CAPITAL PROJECTS FUND FUNDED FROM A TRANSFER FROM GENERAL FUND RESERVES AND APPROVE FOURTH AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT WITH PACIFIC ARCHITECTURE AND ENGINEERING INC. COVERING ADDITIONAL DESIGN AND ENGINEERING SERVICES FOR THE CITY HALL ADA IMPROVEMENT PROJECT
RECOMMENDATION: Approve as presented.

ResolutionNo1356_CityHallADA_PAE_BudgetAmendment_F.pdf
CA_AGR_240212_PacificArchitecture&Engineering_4thAmendment_F.pdf

9. EXCLUDED CONSENT CALENDAR ITEMS

10. COMMISSION ITEMS

10.A. RECEIVE AND FILE ZONING CASE NO. 22-91: A REQUEST FOR THE APPROVAL OF A SITE PLAN REVIEW FOR A 264-SQUARE-FOOT COVERED PATIO AND OUTDOOR KITCHEN, CONDITIONAL USE PERMIT FOR THE USE OF SUCH STRUCTURE, AND A VARIANCE REQUEST TO CONSTRUCT IN THE FRONT YARD AND WAIVE THE REQUIREMENT FOR A STABLE AND CORRAL SET ASIDE AREA LOCATED AT 1 CHESTNUT LANE (ICARUS LP, MITTAL)(LOT 239-A-6-MS), ROLLING HILLS, CA, AND FINDING THE PROJECT CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

RECOMMENDATION:

Receive and file.

Attachment1_PL_ADR_1Chestnut_ZC22-91_VicinityMap.pdf
Attachment2_PL_ADR_1ChestnutLn_ZC22-91_DevelopmentTable.pdf
Attachment3_2024-01_PC_Resolution_1ChestnutLn_ZC22-91_F_E.pdf
Attachment4_PL_ADR_1ChestnutLane_ZC22-91_240104_GazeboPlan.pdf
Attachment5_PL_ADR_1ChestnutLn_ZC22-91_221005_1ChestnutLn_ZC22-91_Pictures.pdf
Attachment6_1ChestnutLane_ZC22-91_231204_PathLight.pdf

11. PUBLIC HEARINGS

12. OLD BUSINESS

13. NEW BUSINESS

13.A. CONSIDERATION OF A PROFESSIONAL SERVICES AGREEMENT WITH WILDLIFE SPECIALIST AND CONSULTANT TO PROVIDE ADDITIONAL COYOTE EDUCATIONAL OR ABATEMENT SERVICES ON AN EMERGENCY BASIS FOR A NOT-TO-EXCEED AMOUNT OF $10,000 COVERING A TRIAL PERIOD OF UP TO SIX-MONTHS

RECOMMENDATION: Approve as presented. Direct the City Attorney to draft a Professional Services Agreement and authorize the City Manager to sign; direct staff to return with a Budget Amendment Resolution.

A. PS_COY_240126_WSC_Proposal.pdf
B. PS_COY_240129_CWPS_AbatementProgram&Services_Proposal.pdf
C. PS_COY_240130_APMS_Proposal_.pdf

13.B. CONSIDERATION AND POSSIBLE ACTION TO PROCEED WITH IRS CODE SECTION 170(C)(1) FOR CHARITABLE CONTRIBUTIONS

RECOMMENDATION: Receive and file. Direct staff to return at a future Council meeting with a refined 170(C)(1) program for consideration and implementation.

13.C. ADOPT RESOLUTION NO. 1357 AUTHORIZING A FISCAL YEAR 2023-2024 BUDGET MODIFICATION TO INCREASE APPROPRIATIONS BY $8,010 IN THE GENERAL FUND AREA LANDSCAPING ACCOUNT FUNDED FROM AVAILABLE GENERAL FUND RESERVES FOR BENNETT LANDSCAPE PROPOSAL TO TRIM TREES AROUND THE TENNIS COURTS

RECOMMENDATION: Approve as presented.

ResolutionNo1357_BennettLandscape_TreeTrimmimng_BudgetAmendment.pdf
CL_AGN_240212_CC_Bennett_TreeTrimming_Proposal_TC.pdf

14. MATTERS FROM THE CITY COUNCIL

14.A. VERBAL REPORT OUT FROM THE PENINSULA PUBLIC SAFETY COMMITTEE AND REGIONAL CONTRACT LAW COMMITTEE ON THE FEBRUARY 1, 2024 MEETINGS (MAYOR MIRSCH, COUNCILMEMBER WILSON)

RECOMMENDATION: Receive and file.

CL_AGN_240201_PPSC_AgendaPacket_Redacted.pdf
CL_AGN_240201_RCL_AgendaPacket.pdf

15. MATTERS FROM STAFF

16. RECESS TO CLOSED SESSION

17. RECONVENE TO OPEN SESSION

18. ADJOURNMENT

Next regular meeting: Monday, February 26, 2024 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.: 8.A
Mtg. Date: 02/12/2024

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

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

THRU: **KARINA BAÑALES, CITY MANAGER**

SUBJECT: **APPROVE AFFIDAVIT OF POSTING FOR THE CITY COUNCIL REGULAR MEETING OF FEBRUARY 12, 2024**

DATE: **February 12, 2024**

BACKGROUND:
None.

DISCUSSION:
None.

FISCAL IMPACT:
None.

RECOMMENDATION:
Approve.

ATTACHMENTS:
CL_AGN_240212_CC_AffidavitofPosting.pdf

Administrative Report

8.A., **File #** 2188 **Meeting Date**: 2/12/2024

To: MAYOR & CITY COUNCIL

From: Christian Horvath, City Clerk

TITLE

APPROVE AFFIDAVIT OF POSTING FOR THE CITY COUNCIL ADJOURNED REGULAR MEETING OF FEBRUARY 12, 2024

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	FEBRUARY 12, 2024 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: February 9, 2024

City of Rolling Hills INCORPORATED JANUARY 24, 1957

Agenda Item No.: 8.B
Mtg. Date: 02/12/2024

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

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

THRU: **KARINA BAÑALES, CITY MANAGER**

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

DATE: **February 12, 2024**

BACKGROUND:
None.

DISCUSSION:
None.

FISCAL IMPACT:
None.

RECOMMENDATION:
Approve.

ATTACHMENTS:

Agenda Item No.: 8.C
Mtg. Date: 02/12/2024

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

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

THRU: **KARINA BAÑALES, CITY MANAGER**

SUBJECT: **APPROVE THE FOLLOWING CITY COUNCIL MINUTES: JANUARY 22, 2024 REGULAR MEETING**

DATE: **February 12, 2024**

BACKGROUND:
None.

DISCUSSION:
None.

FISCAL IMPACT:
None.

RECOMMENDATION:
Approve as presented.

ATTACHMENTS:
CL_MIN_240122_CC_F.pdf

Minutes
Rolling Hills City Council
Monday, January 22, 2024
Regular Meeting 7:00 p.m.

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 Mirsch presiding.

2. ROLL CALL

Councilmembers Present:	Wilson, Black, Dieringer, Mayor Pro Tem Pieper, Mayor Mirsch
Councilmembers Absent:	None
Staff Present:	Karina Bañales, City Manager
	Christian Horvath, City Clerk / Executive Assistant to the City Manager
	John Signo, Planning & Community Services Director
	Pat Donegan, City Attorney

3. PLEDGE OF ALLEGIANCE – Councilmember Dieringer

Mayor Mirsch moved past presentations while awaiting the arrival of the LA County Sheriff Core Deputy.

5. APPROVE ORDER OF THE AGENDA

Motion by Councilmember Dieringer, seconded by Councilmember Black to move Item 14A up ahead of Old Business. Motion carried unanimously with the following vote:

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

6. BLUE FOLDER ITEMS (SUPPLEMENTAL) – NONE

4. PRESENTATIONS / PROCLAMATIONS / ANNOUNCEMENTS

Los Angeles County Sherriff Deputy Darlene Lopez re-introduced herself to the City Council and community as one of Rolling Hills' Core Deputies.

7. PUBLIC COMMENT ON NON-AGENDA ITEMS

Public Comment: Alfred Visco

8. CONSENT CALENDAR

8.A. APPROVE AFFIDAVIT OF POSTING FOR THE CITY COUNCIL REGULAR MEETING OF JANUARY 22, 2024

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

8.C. APPROVE THE FOLLOWING CITY COUNCIL MINUTES: JANUARY 8, 2024 REGULAR MEETING

8.D. PAYMENT OF BILLS

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

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

9. EXCLUDED CONSENT CALENDAR ITEMS

10. COMMISSION ITEMS – NONE

11. PUBLIC HEARINGS – NONE

Mayor Mirsch moved to Item 14A.

14. MATTERS FROM THE CITY COUNCIL

14.A. DISCUSSION ON COYOTE MANAGEMENT MEASURES AND CONSIDERATION OF THE CITY CONTRIBUTING TO ADDITIONAL SUPPLEMENTAL COSTS (COUNCILMEMBERS DIERINGER & BLACK)

Presentation by City Manager Karina Bañales
City Clerk / Executive Assistant to the City Manager Christian Horvath
Los Angeles County Agricultural/ Weights & Measures Inspectors Nam Nguyen, Liz Bondy

Public Comment: Nikos Constant, Stacy Markulis, Gene Honbo, Arlene Honbo, Leslie Stetson, Alfred Visco

Motion by Councilmember Black, seconded by Mayor Pro Tem Pieper directing staff to approach responsible vendors regarding a potential six-month contract for additional coyote abatement measures. Motion carried unanimously with the following vote:

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

12. OLD BUSINESS

12.A. UPDATE ON THE CITY HALL ADA IMPROVEMENT PROJECT AND PACIFIC ARCHITECTURE AND DESIGN'S REQUEST FOR ADDITIONAL BUDGET TO COMPLETE RESPONSES TO PLAN REVIEW COMMENTS

Presentation by City Clerk / Executive Assistant to the City Manager Christian Horvath
City Consultant Alan Palermo
Pacific Architecture & Engineering Jun Fujita-Hall

Motion by Mayor Pro Tem Pieper, seconded by Councilmember Wilson to approve a not-to-exceed amount of $11,500 for Pacific Architecture & Engineering's requested additional scope Items 3,4,5,7 and 8. Motion carried with the following vote:

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

12.B. APPROVE POTENTIAL 25% LOCAL MATCH REQUIREMENT AMOUNT OF APPROXIMATELY $405,250 FOR A RECENTLY SUBMITTED APPLICATION TO THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) HAZARD MITIGATION GRANT PROGRAM TO ADDRESS ADDITIONAL FIRE FUEL ABATEMENT IN ROLLING HILLS' KLONDIKE CANYON

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

Public Comment: Alfred Visco

Motion by Mayor Pro Tem Pieper, seconded by Councilmember Wilson to table the item for an additional six months. Motion carried with the following vote:

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

13. NEW BUSINESS

13.A. APPROVE SECOND AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING BETWEEN THE FOUR PENINSULA CITIES AND THE PALOS VERDES PENINSULA UNIFIED SCHOOL DISTRICT TO CONTINUE COST SHARING TWO SCHOOL RESOURCE OFFICERS FOR THREE YEARS EXPIRING ON AUGUST 26, 2026

Presentation by City Manager Karina Bañales

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

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

14. MATTERS FROM THE CITY COUNCIL

14.B. CONSIDERATION OF DRAFTING A RESOLUTION AND/OR SENDING A LETTER IN OPPOSITION TO THE 2024 STATE BALLOT MEASURE INITIATIVE NO. 21-0042A1, THE TAXPAYER PROTECTION AND GOVERNMENT ACCOUNTABILITY ACT

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

Motion by Mayor Pro Tem Pieper, seconded by Mayor Mirsch to take no action. Motion carried with the following vote:

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

14.C. CONSIDER AND APPROVE THE UPDATED CITY COUNCIL COMMITTEE ASSIGNMENTS FOR 2024

Presentation by Mayor Mirsch

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

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

14.D. UPDATE FROM THE SOLID WASTE AND RECYCLING COMMITTEE REGARDING REPUBLIC SERVICES FIELD OPERATION ISSUES AND EXPANSION OF MOTHER TRUCK STAGING SITE LOCATIONS

Presentation by City Clerk / Executive Assistant to the City Manager Christian Horvath
Mayor Mirsch and Councilmember Wilson

Public Comment: Stacy Markulis, Rae Walker, Leslie Stetson

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

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

15. MATTERS FROM STAFF

15.A. RECEIVE AND FILE FIRE FUEL ABATEMENT AND CODE ENFORCEMENT QUARTERLY REPORT FOR THE FOURTH QUARTER OF 2023 (OCTOBER 1 THROUGH DECEMBER 31)

Presentation by Planning & Community Services Director John Signo

Public Comment: Alfred Visco

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

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

16. RECESS TO CLOSED SESSION – 10:07 P.M.

16.A. CONFERENCE WITH LEGAL COUNSEL: ANTICIPATED LITIGATION - (PARAGRAPH (2) OF SUBDIVISION (D) AND PARAGRAPH (2) OF SUBDIVISION (E) OF GOVERNMENT CODE SECTION 54956.9) THE CITY FINDS, BASED ON ADVICE FROM LEGAL COUNSEL, THAT DISCUSSION IN OPEN SESSION WILL PREJUDICE THE CITY IN THE LITIGATION. SIGNIFICANT EXPOSURE TO CIVIL LITIGATION (1CASE) - A. ALLEGED VIOLATIONS OF MS4 NPDES PERMIT

17. RECONVENE TO OPEN SESSION – 10:50 P.M.

18. ADJOURNMENT: 10:51 P.M.

The meeting was adjourned in memory of resident Marguerite Houske at 10:51 p.m on January 22, 2024. The next regular adjourned meeting of the City Council is scheduled to be held on Monday, February 12, 2024 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,

_____
Leah Mirsch, Mayor

City of Rolling Hills INCORPORATED JANUARY 24, 1957

Agenda Item No.: 8.D
Mtg. Date: 02/12/2024

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

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

THRU: **KARINA BAÑALES, CITY MANAGER**

SUBJECT: **PAYMENT OF BILLS**

DATE: **February 12, 2024**

BACKGROUND:
None.

DISCUSSION:
None.

FISCAL IMPACT:
None.

RECOMMENDATION:
Approve as presented.

ATTACHMENTS:
CL_AGN_240212_CC_PaymentOfBills.pdf

CITY OF ROLLING HILLS
AP24-011, ACH24-015
Check Run 02/12/2024

Check No.	Check Date	Payee	Description	Amount
028491	2/7/2024	Bennett Landscape	Bennett Landscape Service February 2024	1,139.67
028492	2/7/2024	Caspio, Inc.	Web Portal Resident Info/Trading Post Annual Fee	2,760.00
028493	2/7/2024	Cell Business Equipment	Toner Supply Freight Charge	27.00
028494	2/7/2024	Diane D. Gilman	38 Chuckwagon Rd ZC23-141 C&D Permit #915	1,000.00
028495	2/7/2024	Executive Suite Services Inc.	January 2024 Janitorial Services	1,150.00
028495	2/7/2024	Executive Suite Services Inc.	November 2023 Janitorial Services	1,150.00
CHECK TOTAL			**$ 2,300.00**	
028496	2/7/2024	GCC Development Co.	28 Chuckwagon Rd ZC23-106 C&D Permit #901	1,000.00
028497	2/7/2024	County of Los Angeles	December 2023 Animal Care Housing Costs	716.35
028498	2/7/2024	LA County Sheriff's Department	December 2023 Law Enforcement Services	33,732.05
028499	2/7/2024	McGowan Consulting	Municipal Stormwater Consulting Services Dec. 23	1,937.40
028500	2/7/2024	NV5, INC.	September 2023 Services- CORH-22-11241 Flow	95.00
028501	2/7/2024	Orkin	December 2023 Monthly Pest Control	158.00
028502	2/7/2024	Providence Health & Services	Employee Medical Clearance	95.00
028503	2/7/2024	Race Communications	Race Communications Fiber February 2024	1,020.00
028504	2/7/2024	Willdan Inc.	September 2023 Traffic Engineering	1,085.00
028504	2/7/2024	Willdan Inc.	Traffic Engineering December 2023	697.50
CHECK TOTAL			**$ 1,782.50**	
ACH-454	2/5/2024	CalPERS	PERS Health Premium for February 2024	11,218.47
ACH-455	2/7/2024	Delta Dental	Dental Coverage for February 2024	994.19
ACH-456	2/10/2024	Forum Info-Tech. Inc./Levelcloud	February 2024 IT Cloud Hosting	5,149.70
ACH-457	1/26/2024	The Gas Company	Gas Usage from 12-07-23 to 01-08-24	107.67
ACH-458	2/1/2024	Nextiva	Business Phone Service February 2024	273.69
ACH-459	2/8/2024	Robert Half	Admin Temp Staff P/E 01-19-24	1,094.08
ACH-460	2/8/2024	Robert Half	Admin Temp Staff P/E 01-26-24	820.56
ACH-461	1/27/2024	Southern California Edison	Electricity usage 12-15-23 to 01-16-24 ACCT#4218	482.04
ACH-462	2/2/2024	Southern California Edison	Electricity Usage 12-21-23 to 01-22-23 ACCT#8030	745.54
ACH-463	2/1/2024	Standard Insurance Company	February 2024 Life Insurance Policy #161783 Div 0001	186.88

ACH-464	1/26/2024	Vantagepoint Transfer Agents -	Deferred Comp Contributions PR Ending 01-23-24	1,693.58
ACH-465	2/1/2024	Vision Service Plan - (CA)	Vision Coverage February 2024	128.52
PR LINK	1/26/2024	PR LINK - Payroll & PR Taxes PR#2	Payroll Processing Fee PR#2_01/10/24 - 01/23/24	66.96
PR LINK	1/26/2024	PR LINK - Payroll & PR Taxes PR#2	Pay Period PR#2_01/10/24 - 01/23/24	17,415.57
REPORT TOTAL				**88,140.42**

I, Karina Banales, City Manager of Rolling Hills, California certify that the above demands are accurate and there is available in the General Fund a balance of
$ 88,140.42 for the payment of above items.

2/8/2024

Karina Banales, City Manager

Agenda Item No.: 8.E
Mtg. Date: 02/12/2024

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

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

THRU: **KARINA BAÑALES, CITY MANAGER**

SUBJECT: **REPUBLIC SERVICES RECYCLING TONNAGE AND COMPLAINT REPORTS FOR DECEMBER 2023**

DATE: **February 12, 2024**

BACKGROUND:
Please note that Republic has been asked to provide footnotes per Council direction. They will try to accommodate on future reports.

DISCUSSION:
None.

FISCAL IMPACT:
None.

RECOMMENDATION:
Receive and file.

ATTACHMENTS:
VC_REP_240122_Dec_YTD_TonnageReport.pdf
VC_REP_240122_Dec_C&D Report.pdf
VC_REP_240122_Dec_ComplaintLog.pdf
VC_REP_240212_ComplaintsList2024_Redacted.pdf

CITY OF ROLLING HILLS RESIDENTIAL FRANCHISE

2023

Year 2023
Franchise Y/N Y

Month	Commodity	Tons Collected	Tons Recovered	Tons Disposed	Diversion %
Jan	Greenwaste	75.94	75.94	-	100.00%
	Greenwaste - Free Residential Roll Off Bin	4.76	4.76	-	100.00%
	Trash	180.77	-	180.77	0.00%
Jan Total		261.47	80.70	180.77	30.86%
Feb	Greenwaste	84.50	84.50	-	100.00%
	Greenwaste - Free Residential Roll Off Bin	11.62	11.62	-	100.00%
	Trash	133.45	-	133.45	0.00%
Feb Total		229.57	96.12	133.45	41.87%
Mar	Greenwaste	135.07	135.07	-	100.00%
	Greenwaste - Free Residential Roll Off Bin	4.62	4.62	-	100.00%
	Trash	185.99	-	185.99	0.00%
Mar Total		325.68	139.69	185.99	42.89%
Apr	Greenwaste	105.00	105.00	-	100.00%
	Trash	153.22	-	153.22	0.00%
	Trash - Free Residential Roll Off Bin	1.39	-	1.39	0.00%
Apr Total		259.61	105.00	154.61	40.45%
May	Greenwaste	103.43	103.43	-	100.00%
	Greenwaste - Free Residential Roll Off Bin	1.42	1.42	-	100.00%
	Recycle	1.17	0.40	0.77	33.79%
	Trash	191.15	-	191.15	0.00%
May Total		297.17	105.25	191.92	35.42%
Jun	Greenwaste	145.67	145.67	-	100.00%
	Trash	186.82	-	186.82	0.00%
Jun Total		332.49	145.67	186.82	43.81%
Jul	Greenwaste	104.97	104.97	-	100.00%
	Greenwaste - Free Residential Roll Off Bin	2.42	2.42	-	100.00%
	Trash	167.12	-	167.12	0.00%
Jul Total		274.51	107.39	167.12	39.12%
Aug	Greenwaste	123.85	123.85	-	100.00%
	Trash	212.22	-	212.22	0.00%
Aug Total		336.07	123.85	212.22	36.85%
Sep	Greenwaste	118.56	118.56	-	100.00%
	Greenwaste - Free Residential Roll Off Bin	3.64	3.64	-	100.00%
	Trash	190.21	-	190.21	0.00%
Sep Total		312.41	122.20	190.21	39.12%
Oct	Greenwaste	131.46	131.46	-	100.00%
	Trash	226.78	-	226.78	0.00%
	Trash - Free Residential Roll Off Bin	1.69	-	1.69	0.00%
Oct Total		359.93	131.46	228.47	36.52%
Nov	Greenwaste	67.29	67.29	-	100.00%
	Trash	152.03	-	152.03	0.00%
Nov Total		219.32	67.29	152.03	30.68%
Dec	Greenwaste	67.75	67.75	-	100.00%
	Greenwaste - Free Residential Roll Off Bin	1.81	1.81	-	100.00%
	Recycle	5.11	2.04	3.07	40.00%
	Trash	194.00	-	194.00	0.00%
Dec Total		268.67	71.60	197.07	26.65%
Grand Total		3,476.90	1,296.22	2,180.68	37.28%

CITY OF ROLLING HILLS NON-FRANCHISE
2023

Year 2023
Franchise Y/N N

Month	Commodity	Tons Collected	Tons Recovered	Tons Disposed	Diversion %
Jan	Recycle	0.41	0.19	0.21	47.92%
	Trash	68.77	-	68.77	0.00%
	Organics	0.03	0.01	0.02	20.85%
Jan Total		69.20	0.20	69.00	0.29%
Feb	Recycle	0.15	0.07	0.08	47.28%
	Trash	84.23	-	84.23	0.00%
	Organics	0.16	0.07	0.09	42.47%
Feb Total		84.54	0.14	84.40	0.17%
Mar	Recycle	0.19	0.07	0.13	35.00%
	Trash	46.39	-	46.39	0.00%
	Organics	0.20	0.14	0.06	69.23%
Mar Total		46.78	0.21	46.58	0.44%
Apr	Recycle	0.15	0.05	0.10	35.94%
	Trash	166.55	-	166.55	0.00%
	Organics	0.10	0.07	0.03	69.22%
Apr Total		166.80	0.12	166.68	0.07%
May	Greenwaste	2.94	2.94	-	100.00%
	Recycle	0.26	0.09	0.17	33.79%
	Trash	101.93	-	101.93	0.00%
	Organics	0.07	0.04	0.03	60.37%
May Total		105.20	3.07	102.13	2.92%
Jun	Greenwaste	8.21	8.21	-	100.00%
	Recycle	0.23	0.08	0.15	33.34%
	Trash	65.16	-	65.16	0.00%
	Organics	0.13	0.12	0.01	94.11%
Jun Total		73.73	8.41	65.32	11.41%
Jul	Greenwaste	12.16	12.16	-	100.00%
	Recycle	0.26	0.09	0.17	33.43%
	Trash	52.78	-	52.78	0.00%
	Organics	0.17	0.14	0.03	82.42%
Jul Total		65.36	12.38	52.98	18.95%
Aug	Greenwaste	21.99	21.99	-	100.00%
	Recycle	0.30	0.10	0.20	32.48%
	Trash	69.64	-	69.64	0.00%
	Organics	0.16	0.12	0.04	73.20%
	C&D	13.00	13.00	-	100.00%
Aug Total		105.09	35.20	69.89	33.50%
Sep	Greenwaste	7.43	7.40	0.03	99.55%
	Recycle	0.21	0.07	0.15	31.93%
	Trash	160.52	-	160.52	0.00%
	Organics	0.10	0.10	-	100.00%
	C&D	8.87	7.29	1.58	82.18%
Sep Total		177.14	14.86	162.28	8.39%
Oct	Recycle	0.27	0.09	0.17	34.81%
	Trash	74.92	-	74.92	0.00%
	Organics	0.30	0.19	0.11	62.68%
Oct Total		75.49	0.28	75.21	0.37%
Nov	Recycle	0.24	0.10	0.14	40.00%
	Trash	64.98	-	64.98	0.00%
	Organics	0.43	0.29	0.14	66.54%
	C&D	13.38	13.38	-	100.00%
Nov Total		79.02	13.76	65.26	17.41%
Dec	Recycle	0.17	0.07	0.10	40.00%
	Trash	35.47	-	35.47	0.00%
	Organics	0.19	0.14	0.06	70.67%
	C&D	7.73	6.35	1.38	82.18%
Dec Total		43.56	6.56	37.00	15.05%
Grand Total		1,091.92	95.19	996.72	8.72%

Republic Services
C&D Report

City of Rolling Hills
Reporting Period December-23

Disposal Site	Material	Loads Taken	Tons Collected
CWS	I-C&D	1	7.73

Summary	
Row Labels	**Sum of Tons Collected**
I-C&D	7.73
Grand Total	**7.73**

Republic Services
Customer Complaint Summary

City of Rolling Hills
Reporting Period December-23

Acct#	Customer Name	Service Address	City	Service Date	Service Code	Service Description
3147	NINA & GARY TURPANJIAN	25 BUGGY WHIP DR	ROLLING HILLS	12/07/23	RYM	Return for Yardwaste Miss
3147	NINA & GARY TURPANJIAN	25 BUGGY WHIP DR	ROLLING HILLS	12/29/23	RYM	Return for Yardwaste Miss
3097	MICHAEL DIERINGER	7 BUGGY WHIP DR	ROLLING HILLS	12/18/23	RTM	Return for Trash Miss
3184	LING LING CHAI	10 PORTUGUESE BEND RD	ROLLING HILLS	12/06/23	RYM	Return for Yardwaste Miss
3055	CURRENT RESIDENT	16 BOWIE RD	ROLLING HILLS	12/01/23	RTM	Return for Trash Miss
3063	CURRENT RESIDENT	19 BOWIE RD	ROLLING HILLS	12/13/23	RTM	Return for Trash Miss
3470	CURRENT RESIDENT	20 CINCHRING RD	ROLLING HILLS	12/13/23	RTM	Return for Trash Miss
3531	CURRENT RESIDENT	39 CREST RD W	ROLLING HILLS	12/06/23	RTM	Return for Trash Miss
3170	CURRENT RESIDENT	11 CABALLEROS RD	ROLLING HILLS	12/22/23	RYM	Return for Yardwaste Miss
2953	RESIDENT	13 JOHNS CANYON RD	ROLLING HILLS	12/11/23	RRM	Return for Recycle Miss
3361	DAVID COCHRAN	7 ROUNDUP RD	ROLLING HILLS	12/11/23	RTM	Return for Trash Miss
3361	DAVID COCHRAN	7 ROUNDUP RD	ROLLING HILLS	12/07/23	RTM	Return for Trash Miss
3582	NANCY KOOTZ	42 EASTFIELD DR	ROLLING HILLS	12/14/23	RTM	Return for Trash Miss
3582	NANCY KOOTZ	42 EASTFIELD DR	ROLLING HILLS	12/14/23	RYM	Return for Yardwaste Miss

Summary of Requests

Service Type	Total Records
Return for Trash Miss	8
Return for Yardwaste Miss	5
Return for Recycle Miss	1
Grand Total	14

Republic Services - Complaints List

Date of Issue	Time	Issue/Complaint	Resident Name	Resident Address	Republic contacted	Republic Reponse	Date Reponse	Time of Reponse	Resolved
1/4/2024	3:20 PM	Trash trucks using driveway for turnaround	[redacted]	8 Wagon Lane	Miguel Ruiz	Miguel Ruiz	1/4/2024	3:25 PM	yes
1/10/2024	8:22 AM	missed trash pickup		7 Southfield Dr.	Miguel Ruiz	Miguel Ruiz	1/10/2024	8:29 AM	yes
1/16/2024	3:00 PM	missed trash pickup		3 Eucalyptus	Miguel Ruiz	Miguel Ruiz	1/16/2024	3:28 PM	yes
1/12/2024	3:26PM	trashtruck dragging bag behind them in her driveway		26 Portuguese Bend Rd	Miguel Ruiz	Miguel Ruiz	1/12/2024	3:35PM	yes
1/12/2024	9:38AM	Oil spill in driveway not resolved		2954 Palos Verdes Dr	Miguel Ruiz	Miguel Ruiz	1/12/2024	4:12PM	yes
1/19/2024	3:11 PM	missed trash pickup		1 Hummingbird Lane	Miguel Ruiz	Miguel Ruiz	1/19/2024	3:46PM	yes
1/22/2024	12:49PM	Missed trash pickup		14 Buggywhip Dr	Miguel Ruiz	Miguel Ruiz	1/22/2024	1:12PM	yes
1/24/2024	1:30PM	missed trash pickup		38 Crest Rd E	Miguel Ruiz	Mihuel Ruiz	1/24/2024	3:15PM	yes
1/26/2024	10:05 AM	trash left on Georgeff after pickup		2 Buckboard Lane	Miguel Ruiz	Miguel Ruiz	1/26/2024	10:53AM	yes
1/26/2024	11:00AM	missed trash pickup		13 Johns Canyon Rd	Miguel Ruiz	Tanasha Malone			yes
1/26/2024	11:30AM	missed trash pickup		38 Crest Rd E	Miguel Ruiz	Tanasha Malone			yes
1/29/2024	9:13 AM	missed trash pickup		1 Sagebrush Lane	Miguel Ruiz	Miguel Ruiz	1/29/2024	9:17AM	yes
1/29/2024	9:17AM	missed trash pickup all last week		20 Crest Rd. E	Miguel Ruiz	Miguel Ruiz	1/29/2024	9:57AM	
1/30/2024	8:50 AM	green waste missed on Thursday		36 Portuguese Bend Rd.	Miguel Ruiz	Tanasha Malone			
2/1/2024	2:29PM	inconsistent service		87 Crest Rd.	Tansha Malone	Tansha Malone	2/2/2024	8:26AM	yes
2/2/2024	9:41AM	missed trash pickup Thursday		17 Caballeros	Tanahsa Malone	Miguel Ruiz	2/2/2024	10:13AM	yes
2/5/2024	8:36AM	missed green waste since Thurs		2 Buckboard Lane	Tanasha Malone	Tanasha Malone	2/5/2024	1:40PM	yes
2/5/2024	12:38PM	dr*ver came but didn't pick up green still*		2 Buckboard Lane	Tansha Malone	Tansha Malone	2/5/2024	1:40PM	yes
2/5/2024	1:40PM	driver skipped house during pickup		24 Georgeff Rd	Tansha Malone	Tansha Malone	2/5/2024	1:49PM	yes

Agenda Item No.: 8.F
Mtg. Date: 02/12/2024

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

FROM: **JOHN SIGNO, DIRECTOR OF PLANNING & COMMUNITY SERVICES**

THRU: **KARINA BAÑALES, CITY MANAGER**

SUBJECT: **CONSIDER AND APPROVE THE PLANNED EXPENDITURES FOR FISCAL YEAR 2024-2025 SAFE, CLEAN WATER (MEASURE W) MUNICIPAL PROGRAM FUNDS FOR SUBMISSION TO LOS ANGELES COUNTY FLOOD CONTROL DISTRICT**

DATE: **February 12, 2024**

BACKGROUND:
In 2018, Los Angeles County voters approved Measure W, a tax measure that is estimated to raise about $280 million annually for storm water projects that build up the county's water self-sufficiency. Funding is provided through a parcel tax of 2.5 cents per square foot of impermeable land area (building, concrete, etc.). The measure provides cities, watershed areas, and Los Angeles County with the funds to capture, treat, and recycle storm water through the Safe, Clean Water Regional and Municipal Programs. The City Council has been involved in past Municipal Program planning efforts and has approved plans for how these funds have been and will be utilized to advance the goals of the enabling legislation tied to Measure W.

DISCUSSION:

The LA County Flood Control District administers the program, distributes funds, provides staff support, and oversees capacity-building programs. Cities receive funding through the Municipal Program proportional to the revenues generated within their boundaries. The funds provide local agencies the opportunity to identify programs that will best address stormwater and urban runoff. The funding can be used for eligible activities such as project development, design, construction, effectiveness monitoring, operations, maintenance, and other programs and studies related to protecting and improving water quality in lakes, rivers, and the ocean. To receive funds, cities must submit an expenditure plan to the Los Angeles County Flood Control District annually for their Safe Clean Water Municipal Program funds.

It is projected that the City will receive approximately $100,000 during FY2024/2025 in

Municipal Program Funds. The City must spend at least 70% of its Municipal Program Funds on eligible expenses related to new projects or programs. Up to 30% of a City's Municipal Program Funds may be used to pay for eligible costs and expenses related to the continuation of programs. Twenty percent (20%) of the City's projected Municipal Program Funds will be set aside in case revenues are lower than anticipated. Program funds are allocated as described in the attached expenditure budget spreadsheet.

FISCAL IMPACT:
The City will receive approximately $100,000 in Municipal Program Funds during Fiscal Year 2024-2025.

RECOMMENDATION:
Approve as presented.

ATTACHMENTS:
PW_MS4_240208_RH_AnnualPlan2024-25_SCW_Expenditures_F_rev.pdf

PLANNED EXPENDITURES FOR FY2024-2025 SAFE CLEAN WATER MUNICIPAL PROGRAM						
Item	Description	Estimated cost for Line Item	Cost to be Recovered via Measure W for Ongoing Programs - up to 30% of planned expenditures	Cost to be Recovered via Measure W for New Projects or Programs - at least 70% of planned expenditures	Source	Explanation
1a	Coordinated Integrated Monitoring Program (CIMP) and City's share of Harbor Toxics TMDL	$ 65,000	$ 46,714.29		City's maximum cost under CIMP MOU Amendment 2 less $10K in new costs shown in Item 1b plus FY23-24 Harbor Toxics TMDL escalated by 20% to reflect increase in costs for base program fee under next Amendment of MOU - all rounded up to nearest $1K.	CIMP monitoring and Harbor Toxcis TMDL monitoring are ongoing efforts implemented prior to adoption of Measure W by the voters in November 2018. Ongoing monitoring costs are therefore limited to a maximum of 30% of the City's Safe Clean Water Expenditures in a given fiscal year. Allowable expenditure is calculated by applying the 30:70 (ongoing vs new effort) ratio against total expenditures in the 70% new effort column.
1b	CIMP Implementation of new 2021 MS4 Permit Requirements and Harbor Toxics monitoring increased cost due to TMDL revision	$ 12,000.00		$ 12,000.00	Allocation of increased costs for CIMP and Harbor Toxics monitoring due to new requirement in the 2021 Regional Stormwater Permit and revised Harbor Toxics TMDL, respectively. Assumed $10K for CIMP and $2K for Harbor Toxics in new requirement costs.	New requirements in 2021 Stormwater Permit and revised Harbor Toxics TMDL can be considered new effort in the 70% category.
2	Sepulveda Canyon Monitoring Study	$ 21,000.00		$ 21,000.00	Estimated based on existing NV5 contract and escalated by 5%.	Newly required by LA Water Board as a condition of City joining the Peninsula WMP for documenting the deemed compliance via 85%, 24-hr runoff retention. Since this is a new requirement it falls in the 70% new effort category.
3	SCW Municipal Program Planning and Reporting	$ 9,000.00		$ 9,000.00	McGowan Task 2.2 - Consultant assistance with SCW planning and reporting including assisting City in commenting on and executing new Municipal Transfer Agreement with LACFCD.	Eligible in the 70% category as a new effort since it is required by the SCW program.
4	Enhanced Sediment Source Control	$ 6,000.00		$ 6,000.00	10% of contract code enforcement cost for additional oversight of construction sites and brush clearance ordinance - same as allocated for FY23-24	New effort to address storm-borne sediment pollutants associated with insufficiently controlled construction sites and brush clearance to prevent wildfires and associated toxic pollutants.
5	Watershed Management Program Adaptive Management & Progress Reporting	$ 5,000.00		$ 5,000.00	McGowan Task 8.1. - increased amount to reflect average effort experienced during FY22-23 and FY23-24	City's participation in watershed progress reporting and watershed management program as a result of joining the Peninsula EWMP is a new effort implemented to comply with the 2021 Stormwater Permit.
6	Development & Implementation of Community Outreach/Engagement	$ 6,000.00		$ 6,000.00	McGowan Task 8.2 and 2.1 plus Other Direct Costs invoiced by McGowan for website hosting and media kit revision.	Effort to develop new materials and methods for and tracking of dissemination and engagement as required by 2021 Stormwater Permit.
7	Wildfire Prevention Measures	$ 50,000.00		$ 50,000.00	To be allocated towards City match for the FEMA grant for wildfire control.	New effort to prevent wildfires also prevents post-fire stormwater pollution associated with multiple pollutants that are mobilized in stormwater after a fire. These pollutants include targeted TMDL pollutants: nitrogen, phosphorus, metals, and sediment-borne toxic pollutants.
Expenditures			**$ 46,714.29**	**$ 109,000.00**	**$ 155,714.29**	Check: total planned expenditures are less than estimated total SCW Municipal funds available to spend in FY2024-25 as shown below.

Estimated carryover of unspent funds from previous years	$	89,397.67	see Fund Tracking tab
Mesure W estimated disbursement to be received in December 2024 from LACFCD	$	100,000.00	Note that SCW website references prior fiscal year because it is the year they collect the taxes even though not disbursed to City until midway through the following year.
Total SCW Municipal Funds Available to Spend less 10% for safety factor	$	170,457.90	

MUNICIPAL SAFE CLEAN WATER FUNDS TRACKING

Fiscal Year	SCW Funding Disbursed by LACFCD to City	Interest Earned	SCW Funding Expended by City			5-Year Limit for Funds Expenditure (negative value means tranche has been expended assuming first-in/first-out rule)	
2020-21	$ 103,577.30	$ -	$ (54,988.61)			1st tranche needed to be expended by end of FY2025-2026, was in fact expended in FY2021-2022	$ (81,624.04)
2021-22	$ 104,742.00	$ 181.00	$ (130,212.73)			2nd tranche needed to be expended by end of FY2026-2027, was in fact expended by end of FY2022-2023	$ (39,494.73)
2022-23	$ 104,457.00	$ 1,941.99	$ (62,793.69)			3rd tranche needs to be expended by end of FY2027-2028	
2023-24	$ 103,764.84		*$ (81,271.43)*				
Total	$ 416,541.14	*$ 2,122.99*	*$ (329,266.46)*	***$ 89,397.67***	**Estimated carry over into FY2024-25**		

values shown in italics include estimated values

Agenda Item No.: 8.G
Mtg. Date: 02/12/2024

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

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

THRU: **KARINA BAÑALES, CITY MANAGER**

SUBJECT: **ADOPT RESOLUTION NO. 1355 AUTHORIZING A FISCAL YEAR 2023-2024 BUDGET MODIFICATION TO INCREASE APPROPRIATIONS BY $577,069.90 IN THE GRANTS CAPITAL PROJECTS FUND BY A TRANSFER FROM GENERAL FUND RESERVES FOR PROVIDING CONSTRUCTION SERVICES ON THE 20C PORTION OF THE CREST ROAD EAST FIRE PREVENTION POWER LINE UNDERGROUNDING PROJECT**

DATE: **February 12, 2024**

BACKGROUND:
The City applied for grant funds through the California Governor's Office of Emergency Services (CalOES)/Federal Emergency Management Agency (FEMA) Hazard Mitigation Program. On September 14, 2020, the City was awarded $1,145,457 of Federal funds to underground utility infrastructure along Crest Road East from the eastern city limits to the frontage of 67 Crest Road East. The grant requires a local match of 25% ($381,819) for a total project amount of $1,527,276. The local match can be fulfilled using the California Public Utilities Commission (CPUC) Rule 20A work credits.

The entire project was originally characterized as a CPUC Rule 20A project. For Rule 20A projects, Southern California Edison (SCE) handles the design and joint trench bidding and assists in coordinating with the other utility companies. City staff held a kick-off meeting with SCE on January 13, 2021. SCE commenced their work by performing a site visit and measurements to confirm the scope and limits of work and preparation of a Rough Order of Magnitude (ROM) estimate for the project. The ROM was submitted to the City on February 25, 2021, and is based on the following: 8-poles and approximately 1,340 feet of overhead wires being removed, and 1-overhead service converted to underground feed covering the area from Crest Road from 87 Crest Road to East City Limits. The ROM cost estimate for the entire project was $1,000,000, expressed in 2023 dollars. The City sent SCE an email of concurrence for this ROM on March 3, 2021.

On May 10, 2021, the City Council adopted Resolution No. 1275 to establish an Underground

Utility District and set a public hearing for the June 14, 2021 City Council Meeting.

On June 14, 2021, the City Council adopted Resolution No. 1276 to create Underground Utility District No. 1 (Crest Road) to support the Crest Road East CalOES/FEMA Hazard Mitigation Grant Project.

Subsequent to the abovementioned assumptions, SCE recognized that the growing costs to execute the project limited the linear feet that the ROM would cover under the Rule 20A program. The growing cost escalations also increased the City's match fund obligation from an estimated $381,000 to $1,000,000.

As such, the project was divided into two Rule 20 programs. Rule 20A would cover the majority of Crest Road, with SCE responsible for the design, joint trench bidding, and assisting in the coordination with the other utility companies. The remainder of the project was converted to a Rule 20C program where the City of Rolling Hills would be required to handle the civil design, joint trench bidding and assist in coordinating with the other utility companies. The City is responsible for the completion of the Rule 20C segment, including lateral connections to residential panels.

The City complied with all requirements and released a Request for Proposals (RFP) for Civil Engineering Services on or around April 11, 2023, using the city website, direct solicitation, and BidNet. Proposals were originally posted as due on May 9, 2023 and extended to May 11, 2023.

On June 12, 2023, the City Council entered into a professional services agreement with DCA Engineering as they were the only respondents to the solicitation. DCA worked with staff over the subsequent months to prepare the Civil Engineering specifications and construction bid documents.

On September 25, 2023, the City officially released the 2QS-RULE 20C INSTALL UG STATLER 16KV WALTERIA SUB. # 2023-04 Request for Bid and posted it on the City's website.

A mandatory job walk was held on October 3, 2023, and seven interested parties attended. Following the walk, the City Clerk realized that a formal Public Notice had not been published.

To correct the deficiency in noticing, on October 4, the City officially re-released the Request for Bid with a required formal public notice published twice in the Daily Breeze and updated all documents online to reflect new dates for a second mandatory job walk and an extension of the bid closing date and time.

On October 7 and 12, 2023, the City published the Request for Bid in a local newspaper as mandated by the State Public Contract Code. No potential bidders attended the second job walk.

On October 23, 2023, the City received two (2) sealed bids by the 2 pm Bid Closing. Staff validated all bids received and determined that VCI Construction, Inc. was the lowest responsive and responsible bidder. City staff also filed a one-year grant extension request with CalOES due to SCE's inability to release their Bid for the Rule 20A portion. Due to the delay, it would be challenging for SCE to complete the undergrounding and overhead removal by the

early February deadline.

DISCUSSION:
On November 13, 2023, the City Council approved staff's recommendation to award the construction contract to VCI Construction, Inc. for $524,609.00 and allocate an additional $52,460.90 as a 10% contingency for a total of $577,069.90 upon confirmation from CalOES FEMA regarding a filed grant extension request.

On January 6, 2024, the City received a Time Extension Approval (see attached).

Under Rule 20C, the City is required to cover the costs for any contracted work and then be reimbursed from the grant funds. The grant pays for 75% of the overall fee, and the city pays 25% of the fee using Rule 20A tariff credits. The City desires to appropriate an additional $577,069.90 in the Grants Capital Fund funded from a transfer of General Fund Reserves for Rule 20C undergrounding project on Crest Road East.

FISCAL IMPACT:
A budget amendment is required to cover the $577,069.90. As such, Council action is needed to amend the budget to increase budgeted appropriations in the General Fund for the transfer out and in the Grants Capital Fund by $577,069.90, which will be funded from available General Fund Reserves. The use of General Fund Reserves is consistent with City policy. FEMA/CalOES will ultimately reimburse the City for these costs.

RECOMMENDATION:
Approve as presented.

ATTACHMENTS:
ResolutionNo1355_CrestRoad20C_ConstructionProject_BudgetAmendment_F.pdf
GR_OES_240108_CrestRd_Extension_ApprovalLetter_Scan.pdf

RESOLUTION NO. 1355

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROLLING HILLS. CALIFORNIA AUTHORIZING A FISCAL YEAR 2023-2024 BUDGET MODIFICATION TO INCREASE APPROPRIATIONS BY $577,069.90 IN FUND 16 FROM A TRANSFER OF GENERAL FUND RESERVES FOR PROVIDING CONSTRUCTION SERVICES ON THE 20C PORTION OF THE CREST ROAD EAST FIRE PREVENTION POWER LINE UNDERGROUNDING PROJECT

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

Section 1. Recitals.

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

B. On November 13, 2023 the City Council received a presentation from staff regarding the bids that the City received for the construction services on the 20C portion of the Crest Road East fire prevention power line undergrounding project.

C. As it is the Rule 20C portion of the undergrounding, the City will be required to cover the costs for any contracted work and then be reimbursed from the grant funds. The CalOES/FEMA Hazard Mitigation Grant pays for 75% of the overall fee and the City pays 25% of the fee using Rule 20A tariff credits.

D. The responsible construction bid was $524,609.00 plus a 10% contingency for a total of $577,069.90. Per Section1.C, the City will be reimbursed for construction expenses upon completion and filing of a Reimbursement Request with CalOES.

E. The City desires to appropriate an additional Five Hundred seventy-seven thousand, sixty-nine dollars and ninety cents ($577,069.90) in Fund 16 from a transfer of General Fund Reserves for Rule 20C undergrounding project on Crest Road East.

Section 2. The sum of Five Hundred seventy-seven thousand, sixty-nine dollars and ninety cents ($577,069.90) is hereby appropriated in the Fund 16 from a transfer of General Fund Reserves for Rule 20C undergrounding project on Crest Road East.

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

PASSED, APPROVED, AND ADOPTED this 12th day of February, 2023

_____
LEAH MIRSCH
MAYOR

ATTEST:

_____
CHRISTIAN HORVATH
CITY CLERK

DocuSign Envelope ID: FA0086EB-445E-4DB9-A11E-65A7421633AE

GAVIN NEWSOM
GOVERNOR

NANCY WARD
DIRECTOR

Cal OES
GOVERNOR'S OFFICE
OF EMERGENCY SERVICES

1/6/2024

David H. Ready
Interim City Manager
City of Rolling Hills
2 Portuguese Bend Road
Rolling Hills, CA 90274

Subject: Time Extension Approval # 2
FEMA-4344-DR-CA, October 2017 California Wildfires
Cal OES PJ0526, FEMA 112, Fire Prevention through Power Line Undergrounding
Subrecipient: Rolling Hills, City of, FIPS: 037-62602

Dear David Ready:

The California Governor's Office of Emergency Services (Cal OES) received your letter on October 23, 2023, requesting a subaward Period of Performance (POP) time extension from May 7, 2024 to May 7, 2025 for completion of the project referenced above. Cal OES reviewed the project history and determined the time extension is warranted based on the factors listed in your letter.

The approved budget and scope of work remain unchanged for this project. A time extension is approved and all work must be completed by the new POP end date.

The approved project period of performance includes a three-month period to process the closeout of this subgrant. All work defined in the approved scope of work must be completed not less than 90 days prior to the approved project period of performance. All reimbursement claims and subgrant closeout documentation must be submitted to the CalOES Hazard Mitigation Grants Division (HMGD) no later than 30 days prior to the approved project period of performance.

Approved period of performance (POP): May 7, 2025
Scope of work completion date: February 7, 2025
Closeout documents and reimbursement claims due to CalOES-HMGD: April 7, 2025

EMERGENCY MANAGEMENT EMAP Accredited ACCREDITATION PROGRAM

3650 SCHRIEVER AVENUE • MATHER, CA 95655
RECOVERY SECTION • HAZARD MITIGATION ASSISTANCE BRANCH
PHONE: (916) 328-7450 • EMAIL: HMA@CALOES.CA.GOV
www.CalOES.ca.gov

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If you have any questions, please contact Eric Whalen, Regional Manager, at (916) 767-3045 or Eric.Whalen@CalOES.ca.gov.

Sincerely,

DocuSigned by:
FA9FF190CC19445...
RON MILLER
Acting State Hazard Mitigation Officer

Enclosure(s)

cc: Robert McCord, Hazard Mitigation Branch Chief, FEMA Region IX
Stephanie Stephens, Sr. Grants Management Specialist, FEMA Region IX

Agenda Item No.: 8.H
Mtg. Date: 02/12/2024

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

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

THRU: **KARINA BAÑALES, CITY MANAGER**

SUBJECT: **ADOPT BY RESOLUTION NO. 1356 AUTHORIZING A FISCAL YEAR 2023-2024 BUDGET MODIFICATION TO APPROPRIATE $11,500.00 IN THE CAPITAL PROJECTS FUND FUNDED FROM A TRANSFER FROM GENERAL FUND RESERVES AND APPROVE FOURTH AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT WITH PACIFIC ARCHITECTURE AND ENGINEERING INC. COVERING ADDITIONAL DESIGN AND ENGINEERING SERVICES FOR THE CITY HALL ADA IMPROVEMENT PROJECT**

DATE: **February 12, 2024**

BACKGROUND:
In December 2019, the City released a Request for Proposals soliciting Architectural and Engineering Design Services to prepare ADA Improvement Plans for the Rolling Hills City Hall, excluding building exterior path of travel.

On January 27, 2020, the City Council considered and approved a Professional Services Agreement with Pacific Architecture and Engineering, Inc. (PAE) to prepare Improvement Plans (ADA and Space Planning).

On May 26, 2020, the City Council received a presentation from staff on the options developed to bring the restrooms up to date and comply with ADA and related codes.

On July 13, 2020, the City Council received a follow-up presentation from staff with additional information on the two preferred options, including opinions on probable construction costs. The City Council voted to move forward with the more financially economical Option 2, which kept the restrooms in the same location.

On March 9, 2021, PAE submitted plans at 65% completion for City review. This submittal incorporated the restrooms option selected at the July 13, 2020 City Council Meeting. City staff had reviewed the 65% plans with comments. Councilmember Pieper noted that the City had only considered the options using cost estimates for the restroom upgrades but not the overall

project cost and recommended that the City Council revisit the layout options.

On April 12, 2021, in response to Councilmember Pieper's aforementioned suggestion, the City Council directed staff to provide a comprehensive project cost estimate for restroom layout Options 1 and 2. At 65% design completion, the estimated overall project cost for Option 1 was $952,810 and $784,390 for Option 2, a difference of approximately $168,420.

On June 28, 2021, the City Council directed staff to add measurements to the option 1 layout for additional discussion at the first meeting in July. Using the measurements shown for Option 1 in the City Hall lobby area, staff also marked the floor of the lobby with tape to visualize the proposed public counter location. On July 12, 2021, the City Council continued the item.

On July 26, 2021, the City Council directed staff to bring the item back with additional information related to available funding and provide an estimate that included all foreseeable costs associated with the project.

On September 13, 2021, City staff recommended the inclusion of accordion entrance doors along with the possibility of expanding the lobby area by moving the glass wall out. Additional suggestions were made to use French doors and remove an existing interior wall behind the display case to expand the lobby area of City Hall to accommodate the number of residents that attend the annual holiday open house event. The City Council directed staff to bring back the item at the next meeting so the Council could provide direction on the next steps considering the iteration of designs, preparation of cost estimates, investigation into alternative features (partition walls), and preparation of construction drawings up to 65% complete for Option 2 combined had exhausted the existing allocated budget in PAE's contract.

On September 27, 2021, the City Council directed staff to continue the item to a future meeting for further discussion.

On October 25, 2021, City staff presented a third option for consideration based on the City Council's feedback from the September 13, 2021 meeting. Option 3 included pushing the existing front door and exterior wall out, moving one of the three proposed All Gender restrooms to the newly expanded space and enclosing the hallway to the Council Chambers for creation of a meeting room. The City Council favored Option 3 but decided to hold off on giving staff further direction on the next steps until the Council had an opportunity to consider all the capital improvement projects during the upcoming 2022 Strategic Planning Workshop.

At the January 2022 Strategic Planning Workshop, the City Council discussed moving forward with two capital improvement projects for Fiscal Year 2022-2023: City Hall ADA improvements project and the Tennis Courts improvements project.

On April 25, 2022, the City Council unanimously approved the preparation of a third amendment with PAE appropriating a one-time amount of $96,485.00 from General Fund reserves to the Capital Improvement Program Fund for moving forward with Option 3 that included creating a solution for the back south wall of the council chambers that would allow for access by overflow public meeting attendees.

On April 19, 2023, the City Hall ADA Improvement project plans were submitted to Los Angeles County Building & Safety (LACBS).

On May 31, 2023, the City Hall ADA Improvement project plans were re-submitted to LACBS after addressing initial plan review comments. The expectation was that reviews and approvals by LACBS would be completed in July 2023 and ready to solicit construction bids in late summer.

On June 26, 2023, staff presented an update on the status of the City Hall ADA Improvement project to the City Council. Due to a backlog at LACBS, as well as coordination with other County departments requiring project review, the plan check continued through November 2023.

On November 9, 2023, the City received notification from PAE that LACBS had returned plan review comments requesting ADA upgrades/grading in the parking lot and path of travel to the sidewalk at Palos Verdes Drive North, additional structural details, and some other minor comments. PAE also informed staff that the Los Angeles County Health and Fire Departments required payment of fees for their portion of the plan check before documents could be finalized. The plan review comments required additional design work outside the existing project scope; therefore, an additional budget was required to complete the project's improvement plans.

On January 9, 2024, City Staff met with PAE to discuss the additional costs addressing LACBS comments. The City also contacted LACBS to discuss several plan review comments and determine if any of the requested ADA improvements would be required for the City Hall Improvement project or could be waived/deferred.

DISCUSSION:
The City Hall ADA Improvement Project plans are nearly complete but require some final effort and coordination to address LACBS comments before their final approvals.

On January 22, 2024, the City Council approved a not-to-exceed amount of $11,500 to complete the following additional scope work items:

1. Vault opening - ($3,000)
2. Design for Interior Window - ($2,000)
3. Design for insufficient existing opening into Council Chambers - ($2,000)
4. Revise Title 24 documents - ($3,500)
5. Plan check additional time for address not recognized - ($1,000)

Attached are the 4th Amendment to PAE's Professional Services Agreement and a Budget modification resolution for the not-to-exceed amount of $11,500.

FISCAL IMPACT:
Council action is required to amend the budget and increase appropriations in the Capital Projects Fund by $11,500 through a transfer from available General Fund Reserves. The use of General Fund Reserves is consistent with City policy.

Total Cost for PAE through the 4th Amendment would be a not-to-exceed amount of $207,723.01.

RECOMMENDATION:
Approve as presented.

ATTACHMENTS:
ResolutionNo1356_CityHallADA_PAE_BudgetAmendment_F.pdf
CA_AGR_240212_PacificArchitecture&Engineering_4thAmendment_F.pdf

RESOLUTION NO. 1356

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROLLING HILLS. CALIFORNIA AUTHORIZING A FISCAL YEAR 2023-2024 BUDGET MODIFICATION TO APPROPRIATE $11,500.00 IN THE CAPITAL PROJECTS FUND FUNDED BY A TRANSFER FROM AVAILABLE GENERAL FUND RESERVES FOR ADDITIONAL DESIGN AND ENGINEERING SERVICES FROM PACIFIC ARCHITECTURE AND ENGINEERING, INC. FOR ADA IMPROVEMENT DESIGN AT CITY HALL CAMPUS

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

Section 1. Recitals.

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

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

C. On June 28, 2021, the CITY and CONSULTANT entered into a Second Amendment to expand the scope of work and increase the cost for CONSULTANT to provide engineering services for (1) the installation of a photovoltaic system per the General Assessment Report dated April 18, 2019 and (2) upgrades needed for existing structure which houses the generator (the "Second Amendment").

D. On May 9, 2022 the CITY and CONSULTANT entered into a Third Amendment to expand the scope of work and increase the cost for CONSULTANT to provide further architectural and engineering design services and to prepare ADA improvement plans for the City.

E. The City desires to appropriate $11,500.00 in the Capital Projects Fund funded from a transfer of General Fund reserves to fund the Fourth Amendment to the Professional Services Agreement with Pacific Architecture and Engineering, Inc. attached as Exhibit "A."

Section 2. The sum of eleven thousand five hundred dollars ($11,500.00) is hereby appropriated in the Capital Projects Fund to fund the Fourth Amendment to the Professional Services Agreement with Pacific Architecture and Engineering, Inc.

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

PASSED, APPROVED, AND ADOPTED this 12th day of February, 2024

_____
LEAH MIRSCH
MAYOR

ATTEST:

_____
CHRISTIAN HORVATH
CITY CLERK

Exhibit A

FOURTH AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT

THIS FOURTH AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT ("Fourth Amendment") is made and entered into this 12th day of February 2024 in the City of Rolling Hills, County of Los Angeles, State of California, by and between the CITY OF ROLLING HILLS, a California municipal corporation (hereinafter the "CITY"), and Pacific Architecture and Engineering, Inc., a California corporation (hereinafter the "CONSULTANT").

RECITALS:

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

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

C. On June 28, 2021, the CITY and CONSULTANT entered into a Second Amendment to expand the scope of work and increase the cost for CONSULTANT to provide engineering services for (1) the installation of a photovoltaic system per the General Assessment Report dated April 18, 2019 and (2) upgrades needed for existing structure which houses the generator (the "Second Amendment"); and

D. On May 9, 2022 the CITY and CONSULTANT entered into a Third Amendment to expand the scope of work and increase the cost for CONSULTANT to provide further architectural and engineering design services and to prepare ADA improvement plans for the City; and

D. CITY and CONSULTANT now desire to amend the Agreement a fourth time (the "Fourth Amendment") to clarify the remaining scope of work and increase the cost so that CONSULTANT may provide services for the CITY; and

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

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

Now, therefore, for and in consideration of the mutual covenants and conditions herein contained, CITY hereby engages CONSULTANT and

CONSULTANT agrees to perform the services set forth in this Fourth Amendment.

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

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

3. COST

The CITY agrees to pay CONSULTANT for the services required by this Agreement on a Time and Materials basis in an amount not to exceed $11,500 for the scope of services identified by this Fourth Amendment, $96,485.00 for the scope of services identified by the Third Amendment, $58,897.42 for the scope of services identified by the Second Amendment, and $40,840.59 for the scope of services identified by the First Amendment. Now, the current amended and increased not to exceed amount is $207,723.01. This not to exceed amount includes all expenses, consisting of all incidental blueprinting, photography, travel, attendance at meetings, and miscellaneous costs, estimated to be accrued during that period. It also includes any escalation or inflation factors anticipated. Any increase in Agreement cost or scope of work shall be by express written amendment approved by the CITY and CONSULTANT.

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

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

CITY OF ROLLING HILLS	**PACIFIC ARCHITECTURE AND ENGINEERING, INC.**
CITY MANAGER:	PRINCIPAL PROJECT MANAGER
_____	_____
KARINA BAÑALES	JUN FUJITA HALL

ATTEST:

_____
CHRISTIAN HORVATH
CITY CLERK

APPROVED AS TO FORM:

_____
PATRICK DONEGAN
CITY ATTORNEY

EXHIBIT A
Scope of Work - Supplemental

Subject: Proposal for City of Rolling Hills ADA Improvement Design Additional Services

Pacific Architecture and Engineering, Inc., is pleased to submit this proposal for engineering services for ADA Improvements at City Hall.

Additional Scope of Work:

In addition to the previously agreed upon work, Pacific Architecture and Engineering, Inc., agrees to perform the following design and engineering work related to the below task for in an amount not to exceed each listed amount after explicit direction from the City Manager or her designee. While this Scope of Work authorizes additional work, there is no guarantee that the City will ultimately ask for and receive that work. Pacific Architecture and Engineering, Inc., acknowledges that the work authorized below is not guaranteed and only upon direction from the City Manager or her designee will the work be performed and the City responsible for the cost:

1. Vault Opening ($3,000.00)
2. Interior Windows ($2,000.00)
3. Opening/access into Council Chambers ($2,000.00)
4. Revise Title 24 Documents ($3,500.00)
5. Additional plan check duties ($1,000.00)

Time and Material Not to exceed **$11,500.00 in total**

Agenda Item No.: 10.A
Mtg. Date: 02/12/2024

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

FROM: **JOHN SIGNO, DIRECTOR OF PLANNING & COMMUNITY SERVICES**

THRU: **KARINA BAÑALES, CITY MANAGER**

SUBJECT: **RECEIVE AND FILE ZONING CASE NO. 22-91: A REQUEST FOR THE APPROVAL OF A SITE PLAN REVIEW FOR A 264-SQUARE-FOOT COVERED PATIO AND OUTDOOR KITCHEN, CONDITIONAL USE PERMIT FOR THE USE OF SUCH STRUCTURE, AND A VARIANCE REQUEST TO CONSTRUCT IN THE FRONT YARD AND WAIVE THE REQUIREMENT FOR A STABLE AND CORRAL SET ASIDE AREA LOCATED AT 1 CHESTNUT LANE (ICARUS LP, MITTAL)(LOT 239-A-6-MS), ROLLING HILLS, CA, AND FINDING THE PROJECT CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT**

DATE: **February 12, 2024**

BACKGROUND:
On January 16, 2024, the Planning Commission held a field trip and evening meeting regarding the proposed project. Although the Commission did not have a quorum at the field trip, the Commission and the public were able to walk the site to understand the project better. In attendance from the public were:

- Alarica Nguyen, 1 Chestnut Lane property owner
- James Aichele, 14 Crest Road West

No decision was made as the Commission did not have a quorum.

At the evening meeting, staff gave a presentation on the project, and Commissioners were able to ask questions. Alfred Visco of 15 Cinchring Road raised issues about an open fire, given the high fire risk in the area. Vice Chair Kirkpatrick indicated it is out of the Commission's purview; the Commission is responsible for looking at the location and coverage on the site.

Commissioners asked about the set-aside area since a variance was requested to waive the requirement. Staff explained the property has steep slopes and a very wide front yard. Commissioners discussed the property and agreed it is steep and not ideal for a stable. Staff explained there is precedence for stable set-asides to be waived; the application is being

considered because of the size and location of the structures in the front yard, which are not ideal for a stable.

The project was approved unanimously, 3-0 (Chair Chelf and Commissioner Douglass were absent).

Zoning, Location, and Lot Description

The lot is an irregularly shaped parcel zoned RAS-2. The net lot area is 100,623 square feet (2.3 acres). The lot has a depth of approximately 390 feet and a width of approximately 360 feet. There is approximately 450 feet of street frontage along Chestnut Lane. The driveway slopes upward from the street and is approximately 440 feet in length to the main residence, which is located in the middle of the property. The grade elevation from the street to the residence rises approximately 40 feet; the grade elevation from the residence to the rear of the property rises approximately 50 feet. Slopes are covered with mature trees and dense vegetation in the front, rear, and side yards.

Existing Development

There is one 12,330-square-foot building pad on the property developed with a 4,232-square-foot single-family residence, 657-square-foot detached garage, 111-square-foot storage attached to the garage, 375-square-foot swimming pool/spa, 33-square-foot pool equipment, and 65-square-foot service yard. There is no barn and stable pad.

Past Approvals

The existing home, detached garage, and swimming pool were built in 1973. Roof-mounted solar panels were installed in 2018. In 2023, approvals were granted to demolish the covered patio (gazebo) and remove the interior flooring. The latter does not require a building permit. In preparation for this hearing, staff observed work being done to expand the motor court. The expansion does not require a building permit, but Planning and RHCA approval was needed and obtained.

Code Enforcement

Based on historical aerials, the structure was built without permits in early 2021. On July 6, 2021, a code enforcement case was opened for the unpermitted cabana that exceeded the maximum 200 square feet, which requires Planning Commission approval. After subsequent correspondences, an application was submitted on October 5, 2022. On October 18, 2022, the Rolling Hills Community Association (RHCA) Architectural Committee reviewed the as-built structure and had issues with the roof pitch, material, and design. City staff continued to work with the applicant in the subsequent months but was notified in late January 2023 that the owner had decided to demolish the patio cover with no plans to rebuild at the time. Subsequently, the patio cover was demolished, but the outdoor kitchen remained. Code enforcement reached out to the owners that the outdoor kitchen was still an issue. In December 2023, staff received revised plans and continued processing the application.

DISCUSSION:

Applicant Request

On October 5, 2022, an application was duly filed by Heidi Puskar, on behalf of the property owner Icarus LP (Manager Ram Mittal) for a site plan review for an as-built covered patio and outdoor kitchen (barbecue area), conditional use permit for the use of such structures, and variance requests from Rolling Hills Municipal Code (RHMC) Section 17.16.200(H) to encroach into the front yard and Section 17.16.170 to waive the requirement for a stable and corral set aside area. The covered patio has since been demolished, but the outdoor kitchen remains. The applicant would like to rebuild the covered patio above the outdoor kitchen. The design of the new covered patio will be in accordance with the Rolling Hills Community Association (RHCA) standards. RHCA is requiring a 4:12 pitched roof which is steeper than the demolished roof. They are also requiring certain building materials and wider stone columns. As such, the new covered patio will be taller and slightly larger than the one demolished, which was 9.5 feet high and 245 square feet. The new covering will be 11.3 feet high and 264 square feet.

Site Plan Review

RHMC requires a Site Plan Review for the construction of any new building or structure pursuant to Section 17.46.020(A)(2). The Project will add 264 square feet of covered area, bringing the total structural area (excluding exempt structures) from 5,375 square feet (5.3%) to 5,639 square feet (5.6%).

The covered patio and outdoor kitchen are located next to the swimming pool in the eastern portion of the building pad. The area is already paved, so there is no change to flatwork and no additional disturbance.

Conditional Use Permit

RHMC Section 17.16.040(A)(3) requires a Conditional Use Permit for a structure that exceeds 200 square feet. The Applicant is proposing a 264-square-foot covered patio and outdoor kitchen. Required findings in RHMC Section 17.42.050 must be met and are included in the proposed resolution.

Variances

RHMC Sections 17.38.010 through 17.38.050 of the Rolling Hills Municipal Code permit approval of a Variance granting relief from the standards and requirements of the Zoning Ordinance when exceptional or extraordinary circumstances applicable to the property prevent the owner from making use of a parcel of property to the same extent enjoyed by similar properties in the same vicinity or zone. Two variances are requested: (1) a variance from the requirements of Section 17.16.200(H) of the Zoning Code to encroach into the front yard, and (2) a variance from the requirements of Section 17.16.170 (stable and corral site required) of the Zoning Ordinance to waive the requirements of a stable and corral set aside. Findings are included in the proposed resolution.

MUNICIPAL CODE COMPLIANCE

Setbacks

The project complies with all of the required setbacks in the RAS-2 Zone.

Lot Coverage

The existing structural coverage, excluding exempt structures, is 5,375 square feet or 5.3%. The project will add 264 square feet, for a total of 5,639 square feet or 5.6%. This is well under the maximum allowed 20% structural coverage. The existing flatwork coverage is 17,882 square feet or 17.8%, which remains unchanged with the proposed project. The total structural and flatwork, excluding exempt structures, will be 23,521 square feet or 23.4% of the net lot area, which is under the maximum 35% allowed.

Building Pad Coverage

The existing building pad is 12,330 square feet. The total structures on the building pad will be 5,639 square feet or 45.7%. This exceeds the maximum 30% by 15.7%. However, this is only a guideline and not a code requirement.

Disturbance

The existing disturbed area is 26,400 square feet or 26.3%, which is still below the maximum allowed 40%. There is no increase in disturbance because the proposed project is in an area that is already disturbed.

Stable Access

There is no stable and corral. The applicant is requesting a variance for relief due to steep slopes and limited developable areas.

Neighbor Concerns

No public comment has been received as of the date of this report.

Environmental Review

The project has been determined to be categorically exempt pursuant to the California Environmental Quality Act (CEQA) pursuant to Section 15303(e) (New Construction or Conversion of Small Structures) of the CEQA Guidelines, which exempts accessory structures.

CRITERIA FOR SITE PLAN REVIEW

Section 17.46.050 - Required Site Plan Review Findings

The Commission shall be required to make findings in acting to approve, conditionally approve, or deny a Site Plan Review application. No project which requires Site Plan Review approval shall be approved by the

Commission, or by the City Council on appeal, unless the following findings can be made:

1. The project complies with and is consistent with the goals and policies of the general

plan and all requirements of the zoning ordinance;
2. The project substantially preserves the natural and undeveloped state of the lot by minimizing building coverage. Lot coverage requirements are regarded as maximums, and the actual amount of lot coverage permitted depends upon the existing buildable area of the lot;
3. The project is harmonious in scale and mass with the site, the natural terrain and surrounding residences;
4. The project preserves and integrates into the site design, to the greatest extent possible, existing topographic features of the site, including surrounding native vegetation, mature trees, drainage courses and land forms (such as hillsides and knolls);
5. Grading has been designed to follow natural contours of the site and to minimize the amount of grading required to create the building area;
6. Grading will not modify existing drainage channels nor redirect drainage flow, unless such flow is redirected into an existing drainage course;
7. The project preserves surrounding native vegetation and mature trees and supplements these elements with drought-tolerant landscaping which is compatible with and enhances the rural character of the community, and landscaping provides a buffer or transition area between private and public areas;
8. The project is sensitive and not detrimental to the convenient and safe movement of pedestrians and vehicles; and
9. The project conforms to the requirements of the California Environmental Quality Act.

If all of the above findings cannot be made with regard to the proposed project, or cannot be made even with changes to the project through project conditions imposed by City staff and/or the Planning Commission, the site plan review application shall be denied.

CRITERIA FOR APPROVAL OF CONDITIONAL USE PERMIT

Section 17.42.050 - Basis for Approval or Denial of Conditional Use Permit

The Commission (and Council on appeal), in acting to approve a conditional use permit application, may impose conditions as are reasonably necessary to ensure the project is consistent with the General Plan, compatible with surrounding land use, and meets the provisions and intent of this title. In making such a determination, the hearing body shall find that the proposed use is in general accord with the following principles and standards:

1. That the proposed conditional use is consistent with the General Plan;
2. That the nature, condition and development of adjacent uses, buildings and structures have been considered, and that the use will not adversely affect or be materially detrimental to these adjacent uses, building or structures;
3. That the site for the proposed conditional use is of adequate size and shape to accommodate the use and buildings proposed;
4. That the proposed conditional use complies with all applicable development standards of the zone district;
5. That the proposed use is consistent with the portions of the Los Angeles County Hazardous Waste Management Plan relating to siting and siting criteria for hazardous waste facilities; and
6. That the proposed conditional use observes the spirit and intent of this title.

CRITERIA FOR VARIANCES

Section 17.38.050 Required Variance Findings

In granting a variance, the Commission (and Council on appeal) must make the following findings:

1. That there are exceptional or extraordinary circumstances or conditions applicable to the

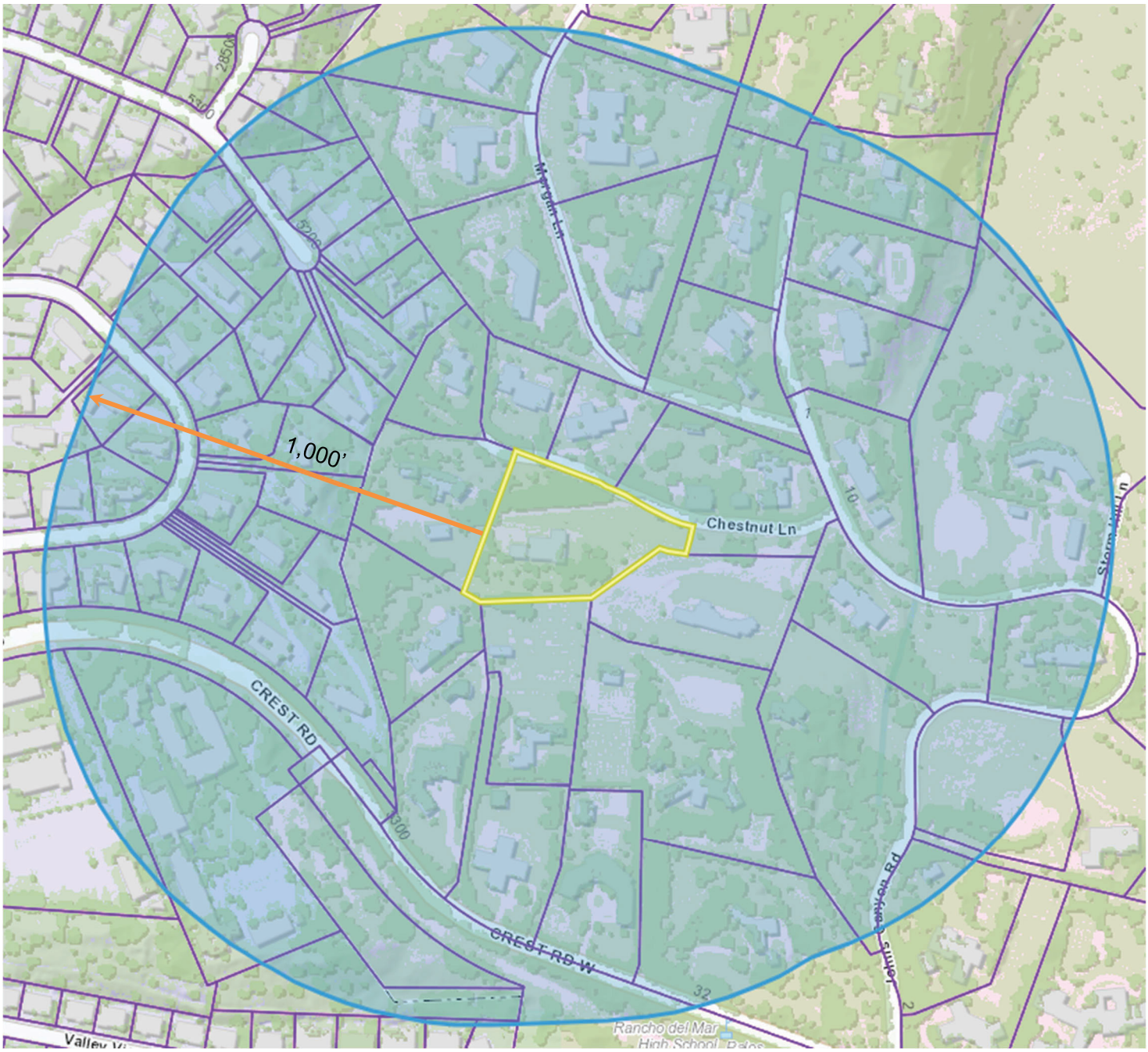
property that do not apply generally to other properties in the same vicinity and zone;
2. That such variance is necessary for the preservation and enjoyment of substantial property rights possessed by other properties in the same vicinity and zone but which is denied the property in question;
3. That the granting of such variance will not be materially detrimental to the public welfare or injurious to properties or improvements in the vicinity;
4. That in granting the variance, the spirit and intent of this title will be observed;
5. That the variance does not grant special privilege to the applicant;
6. That the variance is consistent with the portions of the County of Los Angeles Hazardous Waste Management Plan relating to siting and siting criteria for hazardous waste facilities; and
7. That the variance request is consistent with the general plan of the City of Rolling Hills.

FISCAL IMPACT:
None.

RECOMMENDATION:

Receive and file.

ATTACHMENTS:
Attachment1_PL_ADR_1Chestnut_ZC22-91_VicinityMap.pdf
Attachment2_PL_ADR_1ChestnutLn_ZC22-91_DevelopmentTable.pdf
Attachment3_2024-01_PC_Resolution_1ChestnutLn_ZC22-91_F_E.pdf
Attachment4_PL_ADR_1ChestnutLane_ZC22-91_240104_GazeboPlan.pdf
Attachment5_PL_ADR_1ChestnutLn_ZC22-91_221005_1ChestnutLn_ZC22-91_Pictures.pdf
Attachment6_1ChestnutLane_ZC22-91_231204_PathLight.pdf



City of Rolling Hills **ROLLING HILLS, CA 90274**

TITLE VICINITY MAP **CASE NO.** Zoning Case No. 22-91

Site Plan Review, Conditional Use Permit, Variance

OWNER Icarus LP, Mittal

ADDRESS 1 Chestnut Lane, Rolling Hills 90274 **SITE**

Development Table Zoning Case No. 22-91 (1 Chestnut Lane)			
Site Plan Review Variance	**EXISTING**	**PROPOSED**	**TOTAL**
RA-S- 2 Zone Setbacks Front: 50 ft. from easement ln. Side: 35 ft. from property ln. Rear: 50 ft. from property ln.	SINGLE FAMILY RESIDENCE WITH DETACHED GARAGE, SHED, POOL	OUTDOOR KITCHEN & COVERED PATIO	
Net Lot Area	100,480 SF	0 SF	100,480 SF
Residence	4,232 SF	0 SF	4,232 SF
Garage	657 SF	0 SF	657 SF
Swimming Pool/Spa	375 SF	0 SF	375 SF
Pool Equipment*	33 SF	0 SF	33 SF
Guest House	0 SF	0 SF	0 SF
Covered Patio/Outdoor Kitchen	**0 SF**	**264 SF**	**264 SF**
Stable	0 SF	0 SF	0 SF
Recreation Court	0 SF	0 SF	0 SF
Attached Covered Porches, Entryway, Porte Cochere, Breezeways	0 SF	0 SF	0 SF
Attached Trellis	0 SF	0 SF	0 SF
1 Shed (Attached to Garage)	111 SF	0 SF	111 SF
Lightwell	0 SF	0 SF	0 SF
Service Yard*	65 SF	0 SF	65 SF
Basement Area	0 SF	0 SF	0 SF
Total Structure Area	5,473 SF	264 SF	5,737 SF
Structural Coverage	5.4%	0.3%	5.7%
***Total Structures Excluding: up to 5 legal and up to 800 SF detached structures that are not higher than 12 ft (no more than 120 SF per structure per deduction, except for trellis)**	**5,375 SF**	**264 SF**	**5,639 SF**
Structural Coverage (20% maximum)	**5.3%**	**0.3%**	**5.6%**
Total Flatwork	17,882 SF	0 SF	17,882 SF
Flatwork Percentage	17.8%	0%	17.8%
Total Lot Coverage (Struct. & Flatwork, 35% max.)	**23,257 SF 23.1%**	**264 SF 0.3%**	**23,521 SF 23.4%**
Disturbed Area (40% maximum)	**26,400 SF (26.3%)**	**0 SF (0%)**	**26,400 SF (26.3%)**
Building Pad 1 Coverage Pad Size: 12,330 SF (Guideline: 30% maximum)	43.6%	2.1%	45.7%
Grading (balanced on site)	Unknown	0 CY	0 CY
Stable min. 450 S.F. Corral min. 550 S.F.	0 SF	0 SF	0 SF

RESOLUTION NO. 2024-01

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF ROLLING HILLS GRANTING APPROVAL OF A SITE PLAN REVIEW FOR A 264-SQUARE-FOOT COVERED PATIO AND OUTDOOR KITCHEN, CONDITIONAL USE PERMIT FOR THE USE OF SUCH STRUCTURE, AND A VARIANCE REQUEST TO CONSTRUCT IN THE FRONT YARD AND WAIVE THE REQUIREMENT FOR A STABLE AND CORRAL SET ASIDE AREA LOCATED AT 1 CHESTNUT LANE (ICARUS LP, MITTAL)(LOT 239-A-6-MS), ROLLING HILLS, CA, AND FINDING THE PROJECT CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

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

Section 1. An application was duly filed by Ram Mittal on behalf of Icarus LP with respect to real property located at 1 Chestnut Lane, Rolling Hills (Lot 239-A-6-MS) requesting a Site Plan Review for an 11.3-foot-high, 264-square-foot covered patio and outdoor kitchen, Conditional Use Permit for the use of such structures, and a Variance request to waive the requirement for a stable and corral set aside area. The structures were constructed around 2020 without permits.

Section 2. The subject property is developed with one building pad with a 4,232-square-foot single-family residence, 657-square-foot detached garage, 375-square-foot swimming pool/spa, 33-square-foot pool equipment, and 111-square-foot storage attached to the garage.

Section 3. The Planning Commission conducted duly noticed public hearings to consider the application at a field trip meeting and regular meeting on January 16, 2024. Neighbors within a 1,000-foot radius were notified of the public hearings and a notice was published in the Daily Breeze on January 5, 2024. The applicant and agent were notified of the public hearings in writing by first class mail and the agent was in attendance at the hearings. Evidence was heard and presented from all persons interested in affecting said proposal.

Section 4. The Project is exempt from the California Environmental Quality Act (CEQA) Guidelines pursuant to Section 15303, Class 3 (New Construction or Conversion of Small Structures), which exempts the construction and location of a limited number of new, small facilities or structures, including single family residence and accessory structures, including but not limited to garages, carports, patios, swimming pools and fences. Here, the Project includes the construction of a new single-family residence and related improvements. Accordingly, the Project qualifies for the exemption pursuant to Section 15303. Further, no exceptions to the exemption apply; there is no reasonable possibility that the activity will have

a significant effect on the environment due to unusual circumstances. The site has already been graded and existing structures are on site.

Section 5. Site Plan Review. Site Plan Review is required for construction of any new building or structure pursuant to RHMC Section 17.46.020(A). The Project is for a 264-square-foot covered patio and outdoor kitchen which are ancillary to the main residence. With respect to the Site Plan Review for the development, the Planning Commission hereby makes the following findings:

A. The Project complies with and is consistent with the goals and policies of the General Plan and all requirements of the zoning ordinance.

The proposed development is compatible with the General Plan and Zoning ordinance. The proposed structures comply with the General Plan requirement of low profile, low-density residential development with sufficient open space between surrounding structures. The development is located on the existing building pad next to the main residence, which will reduce the visual impact from neighboring properties and from Chestnut Lane.

The Project conforms to Zoning Code lot coverage requirements. The net lot area of the lot is 100,480 square feet (2.3 acres) per RHMC Section 17.16.060(A). The structural net lot coverage is proposed at 5,639 square feet or 5.6% (20% max. permitted) excluding exempt structures; and the total lot coverage proposed, including flatwork, would be 23,521 square feet or 23.4% (35% max. permitted). The disturbed area is 26,400 square feet or 26.3% (40% max permitted), which will not change since the location of the project is already disturbed.

B. The project substantially preserves the natural and undeveloped state of the lot by minimizing building coverage. Lot coverage requirements are regarded as maximums, and the actual amount of lot coverage permitted depends upon the existing buildable area of the lot.

The topography and the configuration of the lot have been considered, and the project will not adversely affect or be materially detrimental to adjacent uses, buildings, or structures; the project will be on the existing building pad which enables project elements to be the least intrusive to surrounding properties. Further, the project will be a sufficient distance from nearby residences so views and privacy of surrounding neighbors will not be impacted. The lot has an existing building pad and 26.3% of the lot is already disturbed with the remaining area either landscaped or left in a natural state.

C. The project is harmonious in scale and mass with the site, the natural terrain and surrounding residences.

The proposed development, as conditioned, is harmonious in scale and mass with the site, and is consistent with the scale of the neighborhood when compared to new residences in the vicinity of said lot. The development plan takes into consideration the visibility of the project from Chestnut Lane. Significant portions of the lot will be left undeveloped or landscaped.

D. The project preserves and integrates into the site design, to the greatest extent possible, existing topographic features of the site, including surrounding native vegetation, mature trees, drainage courses and land forms (such as hillsides and knolls).

There will be no changes to the overall drainage features on the lot. The proposed project is located on an existing building pad. The natural site design, native vegetation, and mature trees will not be affected.

E. Grading has been designed to follow natural contours of the site and to minimize the amount of grading required to create the building area.

No grading is involved with the proposed project.

F. Grading will not modify existing drainage channels nor redirect drainage flow, unless such flow is redirected into an existing drainage course.

No grading is involved with the proposed project. Existing drainage flow will not be changed or redirected. Drainage will follow the natural drainage courses of the lot.

G. The project preserves surrounding native vegetation and mature trees and supplements these elements with drought-tolerant landscaping which is compatible with and enhances the rural character of the community, and landscaping provides a buffer or transition area between private and public areas.

Surrounding native vegetation and mature trees will not be affected. The development will be considerate of the environment and will enhance the rural character of the community. As such, the rural character of the community is maintained and privacy is maintained with neighbors.

H. The project is sensitive and not detrimental to the convenience and safety of circulation for pedestrians and vehicles.

There are no changes to the existing circulation for the pedestrians or vehicles.

I. The project conforms to the requirements of the California Environmental Quality Act (CEQA).

The Project is exempt from the CEQA Guidelines pursuant to Section 15303, Class 3 (New Construction or Conversion of Small Structures), which exempts the construction and location of a limited number of new, small facilities or structures, including single family residence and accessory structures, including but not limited to garages, carports, patios, swimming pools and fences. Here, the Project includes the construction of a covered patio and outdoor kitchen to a developed residential property. Accordingly, the Project qualifies for the

exemption pursuant to Section 15303. Further, no exceptions to the exemption apply; there is no reasonable possibility that the activity will have a significant effect on the environment due to unusual circumstances.

Section 6. Conditional Use Permit Findings. RHMC Section 17.16.040(A)(3) requires a Conditional Use Permit for a structure that exceeds 200 square feet. The Applicant is proposing a 264-square-foot covered patio and outdoor kitchen. Given the foregoing, in accordance with RHMC Section 17.42.050, the Planning Commission makes the following findings:

A. That the proposed conditional use is consistent with the General Plan.

The granting of a Conditional Use Permit for the covered patio and outdoor kitchen is consistent with the purposes and objectives of the Zoning Ordinance and General Plan because the use is consistent with similar uses in the community, and meets all the applicable code development standards for such use. The Project is compatible with existing land uses as other properties in the same zone have a covered patio and outdoor kitchen. The Project is consistent with Open Space and Conservation Element Goal 2, which aims for expanded opportunities for outdoor recreation.

B. That the nature, condition and development of adjacent uses, buildings and structures have been considered, and that the use will not adversely affect or be materially detrimental to these adjacent uses, building or structures.

The nature, condition, and development of adjacent structures have been considered, and the Project will not adversely affect or be materially detrimental to these adjacent uses, buildings, or structures because the proposed covered patio and outdoor kitchen is on the east portion of the already existing building pad.

C. That the site for the proposed conditional use is of adequate size and shape to accommodate the uses and buildings proposed.

The proposed conditional use complies with all applicable development standards in the RAS-2 Zone. The net lot area is 100,480 square feet and is adequate to support the proposed use. The outdoor kitchen is already existing; roofing will cover the outdoor kitchen and will not exceed the maximum allowable 800 square feet maximum.

D. That the proposed conditional use complies with all applicable development standards of the zone district.

That the proposed conditional use complies with all applicable development standards of the RAS-2 Zone, districts, including size, setbacks, and location.

That the proposed use is consistent with the portions of the Los Angeles County Hazardous Waste Management Plan relating to siting and siting criteria for hazardous waste

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

E. That the proposed conditional use observes the spirit and intent of this title.

The covered patio and outdoor kitchen allow the Applicants the ability to enjoy rights enjoyed by other residents in the City. The proposed use is consistent with the residential character of the City.

Section 7. Variance. Sections 17.38.010 through 17.38.050 of the Rolling Hills Municipal Code permit approval of a Variance granting relief from the standards and requirements of the Zoning Ordinance when exceptional or extraordinary circumstances applicable to the property prevent the owner from making use of a parcel of property to the same extent enjoyed by similar properties in the same vicinity or zone. A variance from the requirements of Section 17.16.200(H) of the Zoning Code is requested to encroach into the front yard. A variance from the requirements of Section 17.16.170 (stable and corral site required) of the Zoning Ordinance is requested to waive the requirements of a stable and corral set aside. With respect to the aforementioned request, the Planning Commission finds as follows:

A. There are exceptional or extraordinary circumstances and conditions applicable to the property that do not apply generally to other properties in the same vicinity and zone.

The area for the covered patio and outdoor kitchen is located in the front yard; it is closer to the street easement than the existing residence. However, the area is much higher than the roadway and functions as a backyard for the residence due to the configuration and topography of the lot. This condition does not apply generally to other properties in the same vicinity and zone.

The natural slope of the subject property, the location of the building pad, and the shape of the lot constrain development. The building pad was created in the middle of the property overlooking the road below. The building pad is small, constrained, and the slopes surrounding the building pad does not allow for a reasonably sized pad for a stable and corral.

The deck area for the swimming pool, covered patio, and outdoor kitchen is on the eastern side of the residence near a slope. Due to the size, topography, and configuration of the lot, there is no space for a reasonably sized stable and corral (1,000 square feet minimum).

If a stable and corral is built on the property, a variance request would be needed to build in a required setback area on slopes greater than 4:1; non-exempt grading may also require variance.

The size, topography, and configuration of the lot do not support the construction of a stable and corral. By granting this variance, the current or future property owners are not precluded from applying for approval to construct a stable and corral at a future date if a suitable location or construction plan is later identified. The property owner is merely relieved from the obligation to identify and set aside an area for a stable and corral.

B. The variance is necessary for the preservation and enjoyment of a substantial property right possessed by other properties in the same vicinity and zone but which is denied to the property in question.

The variance to encroach into the front yard is necessary for the preservation and enjoyment of the property. The area for the covered patio and outdoor kitchen is located much higher than the roadway and functions as a backyard for the residence due to the configuration and topography of the lot.

The variance to deviate from the stable and corral set aside area is necessary for the preservation and enjoyment of the property owner since the property contains steep slopes not suitable for a new pad. The ability to provide a stable and corral or a set aside area is an amenity enjoyed by most property owners in the City. The subject property is not capable of providing such an amenity due to constraints with size, topography, and configuration. The limited building pad on the property prevents the construction of a new stable and corral or placement of a set aside area.

Other than placement of the stable and corral set aside area in the front yard area, the applicant looked into possible placement toward the rear of the property. Access, due to steep topography, would have required extensive grading. Other properties that have development constraints were granted variance for stable and corral set aside. By granting this variance, the current or future property owners are not precluded from applying for approval to construct a stable and corral at a future date if a suitable location or construction plan is later identified. The property owner is merely relieved from the obligation to identify and set aside an area for a stable and corral.

C. The granting of the variance would not be materially detrimental to the public welfare or injurious to the properties or improvements in such vicinity.

Granting the variance to encroach into the front yard is not materially detrimental to the public welfare or injurious to properties or improvements in the vicinity. The area for the covered patio and outdoor kitchen functions as a backyard for the residence due to the configuration and topography of the lot. It is not in close proximity to other properties or improvements in the vicinity.

The lack of a stable and corral set aside area will not be detrimental to the public welfare or injurious to the properties or improvements in the vicinity since no development would occur. Eliminating a set aside area will not negatively affect drainage or traffic circulation to and from the property.

The variance from the stable and corral set aside will not be detrimental to the public, on the contrary, it will be beneficial to the public welfare and other properties because by not constructing a stable and corral, there will be no grading on the lot. If the set aside area was placed in the front yard, it would be close to the road and to a neighboring property.

D. In granting the variances, the spirit and intent of the Zoning Ordinance will be observed.

The area for the covered patio and outdoor kitchen is essentially the backyard for the residence. The area is much higher than the roadway and inconspicuous. The improvements are ancillary to the residence and meet the spirit and intent of the Zoning Ordinance.

The elimination of a set aside area is consistent with other properties in the area that do not have a stable and corral nor have a set aside area. The variance will make the property more cohesive with the rural character of the neighborhood by eliminating grading needed for a building pad.

The waiver to the stable and corral set aside area meets the intent of the Zoning Ordinance as it will prevent extensive grading and disturbance on the property. It will also preserve the environmentally sensitive nature of the site by protecting the slopes from any construction. The size, topography, and configuration of the lot does not support the construction of a stable and corral. By granting this variance, the current or future property owners are not precluded from applying for approval to construct a stable and corral at a future date if a suitable location or construction plan is later identified. The property owner is merely relieved from the obligation to identify and set aside an area for a stable and corral.

E. The variances will not grant special privilege to the applicant.

The area for the covered patio and outdoor kitchen is located on the same building pad as the existing residence. However, due to the configuration and topography of the lot, the area is in the front yard, even though it functions as a backyard. The variance will not grant a special privilege to the applicant.

The waiver of the stable and corral set aside area in this case will not grant special privilege to the applicant. There are several properties in the City that do not lend themselves to construction of a stable and corral, and if they were forced to either set aside an area or construct such equestrian facilities it would require large grading quantities and large disturbance of the lot. This would not meet the goal of the General Plan, which is to maintain to the maximum extent feasible the natural terrain of the lots. The size, topography, and configuration of the lot does not support the construction of a stable and corral. By granting this variance, the current or future property owners are not precluded from applying for approval to construct a stable and corral at a future date if a suitable location or construction plan is later identified. The property owner is merely relieved from the obligation to identify and set aside an area for a stable and corral.

F. The variances are consistent with the portions of the County of Los Angeles Hazardous Waste Management Plan relating to siting and siting criteria for hazardous waste facilities.

The project site is not listed on the current State of California Hazardous Waste and Substances Sites List. It will not affect any existing hazardous waste management facilities.

G. The variances are consistent with the General Plan of the City of Rolling Hills.

The project is in line with the General Plan's requirement of low profile, low-density residential development with sufficient open space between neighboring structures. Even though the structures encroach into the front yard and stable and corral set aside requirement is being waived, the variances are in line with the City's General Plan's goal to maintain to the maximum extent feasible the natural terrain of the lot. The size, topography, and configuration of the lot does not support the construction of a stable and corral. By granting this variance, the current or future property owners are not precluded from applying for approval to construct a stable and corral at a future date if a suitable location or construction plan is later identified. The property owner is merely relieved from the obligation to identify and set aside an area for a stable and corral.

Section 8. Approval Conditions. Based upon the foregoing findings, and the evidence in the record, the Planning Commission hereby approves Zoning Case No. 22-91 subject to the following conditions:

A. The Site Plan approval shall expire within two years from the effective date of approval as defined in RHMC Sections 17.46.080 and 17.38.070 unless otherwise extended pursuant to the requirements of these sections.

B. If any condition of this resolution is violated, the entitlements granted by this resolution shall be suspended and the privileges granted hereunder shall lapse and upon receipt of written notice from the City, all construction work being performed on the subject property shall immediately cease, other than work determined by the City Manager or his/her designee required to cure the violation. The suspension and stop work order will be lifted once the Applicant cures the violation to the satisfaction of the City Manager or his/her designee. In the event that the Applicant disputes the City Manager or his/her designee's determination that a violation exists or disputes how the violation must be cured, the Applicant may request a hearing before the City Council. The hearing shall be scheduled at the next regular meeting of the City Council for which the agenda has not yet been posted; the Applicant shall be provided written notice of the hearing. The stop work order shall remain in effect during the pendency of the hearing. The City Council shall make a determination as to whether a violation of this Resolution has occurred. If the Council determines that a violation has not occurred or has been cured by the time of the hearing, the Council will lift the suspension and the stop work order. If the Council determines that a violation has occurred and has not yet been cured, the

Council shall provide the Applicant with a deadline to cure the violation; no construction work shall be performed on the property until and unless the violation is cured by the deadline, other than work designated by the Council to accomplish the cure. If the violation is not cured by the deadline, the Council may either extend the deadline at the Applicant's request or schedule a hearing for the revocation of the entitlements granted by this Resolution pursuant to RHMC Chapter 17.58.

C. All requirements of the Building and Construction Ordinance, the Zoning ordinance, and of the zone in which the subject property is located must be complied with unless otherwise a variance to such requirement has been approved.

D. The lot shall be developed and maintained in substantial conformance with the site plan on file at City Hall and approved by the Planning Commission on December 19, 2023, except as otherwise provided in these conditions. The working drawings submitted to the Department of Building and Safety for plan check review shall conform to the approved development plan. All conditions of the Site Plan Review, Conditional Use Permit, and Variance approvals shall be incorporated into the building permit working drawings, and where applicable complied with prior to issuance of a grading or building permit from the building department.

The conditions of approval of this Resolution shall be printed onto a separate sheet and included in the building plans submitted to the Building Department for review and shall be kept on site at all times.

Any proposed modifications and/or changes to the approved project, including resulting from field conditions, shall be discussed with staff so that staff can determine whether the modification is minor or major in mature. Minor modifications are subject to approval by the City Manager or his or her designee. Major modifications are subject to approval by the Planning Commission after a public hearing. The applicant shall not implement modifications or changes to the approved project without the appropriate approval from the City Manager or designee or the Planning Commission, as required.

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

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

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

G. Structural lot coverage of the lot shall not exceed 5,639 square feet or 5.6% of the net lot area, in conformance with structural lot coverage limitations (20% maximum). The flatwork coverage shall not exceed 17,882 square feet or 17.8%.

The total lot coverage proposed, including structures and flatwork, shall not exceed 23,521 square feet or 23.4% of the net lot area, in conformance with lot coverage limitations (35% maximum).

H. The disturbed area of the lot shall not exceed 26,400 square feet or 26.3%, and the Project does not propose any additional disturbance.

I. The existing Building Pad 1 coverage is 5,375 square feet or 43.6%, and the Project proposes an additional 264 square feet or 2.1%, and shall not exceed coverage of 5,639 square feet or 45.7% with allowed deductions. This exceeds the 30% maximum guideline by 15.7%.

J. A minimum of five-foot level path and/or walkway, which does not have to be paved, shall be provided around the entire perimeter of all of the proposed structures, or as otherwise required by the Fire Department.

K. A drainage plan, as required by the Building Department shall be prepared and approved by City Staff prior to issuance of a construction permit. Such plan shall be subject to LA County Code requirements.

L. The applicant shall comply with all requirements of the Lighting Ordinance of the City of Rolling Hills (RHMC 17.16.190.E), pertaining to lighting on said property, roofing and material requirements of properties in the Very High Fire Hazard Severity Zone, and Low Impact Development requirements for storm water management on site (RHMC Chapter 8.32).

M. All utility lines shall be undergrounded pursuant to Section 17.27.030.

N. Hydrology, soils, geology and other reports, as required by the Building and Public Works Departments, and as may be required by the Building Official, shall be prepared.

O. Prior to issuance of building permit, the landscaping plan, if required, shall meet the requirements of the City, shall be submitted to the City in conformance with Fire Department Fuel Modification requirements, and shall be approved by the City's landscape consultant.

P. A construction fence may be required. If needed, it shall be reviewed and approved by the Planning Department for location, height, and screening material prior to installation.

Q. Perimeter easements, including roadway easements and trails, if any, shall remain free and clear of any of improvements to advance equestrian use and emergency preparedness for evacuation within the City. Where RHCA has demonstrated authority over the easement, the City's Planning Director may grant relief from this condition upon satisfactory proof of permission from RHCA and a legitimate showing that there is no need for the condition to advance equestrian uses and emergency preparedness.

R. Minimum of 65% of any construction materials must be recycled or diverted from landfills. The hauler of the materials shall obtain City's Construction and Demolition permits for waste hauling prior to start of work and provide proper documentation to the City.

S. *During construction*, the site shall be maintained in a safe manner so as not to threaten the health, safety, or general welfare of the public.

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

U. *During construction*, to the extent feasible, all parking shall take place on the project site, on the new driveway and, if necessary, any overflow parking may take place within the unimproved roadway easements along adjacent streets, and shall not obstruct neighboring driveways, visibility at intersections or pedestrian and equestrian passage. During construction, to the maximum extent feasible, employees of the contractor shall car-pool into the City. To the extent feasible, a minimum of 4' wide path, from the edge of the roadway pavement, for pedestrian and equestrian passage shall be available and be clear of vehicles, construction materials and equipment at all times.

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

W. Prior to demolition of any existing structures, an investigation shall be conducted for the presence of hazardous chemicals, lead-based paints or products, mercury and asbestos-containing materials (ACMs). If hazardous chemicals, lead-based paints or products, mercury or ACMs are identified, remediation shall be undertaken in compliance with California environmental regulations and policies.

X. The property owner and/or his/her contractor/applicant shall be responsible for compliance with the no-smoking provisions in the Municipal Code. The contractor shall not use tools that could produce a spark, including for clearing and grubbing, during red flag warning conditions. Weather conditions can be found at: **http://www.wrh.noaa.gov/lox/main.php?suite=safety&page=hazard_definitions#FIRE**. It

is the sole responsibility of the property owner and/or his/her contractor to monitor the red flag warning conditions.

Y. Storm water shall drain in accordance with the approved grading and drainage plan at the discretion of the Building Official. Drainage dissipaters shall be constructed outside of any easements. The drainage system shall be approved by the Department of Building and Safety if applicable. If an above ground swale and/or dissipater is required, it shall be designed in such a manner as not to cross over any equestrian trails or discharge water onto a trail, shall be stained in an earth tone color, and shall be screened from any trail, road and neighbors' view to the maximum extent practicable, without impairing the function of the drainage system.

Z. *During construction*, dust control measures shall be used to stabilize the soil from wind erosion and reduce dust and objectionable odors generated by construction activities in accordance with South Coast Air Quality Management District, Los Angeles County and local ordinances and engineering practices.

AA. *During construction*, an Erosion Control Plan containing the elements set forth in the 2022 County of Los Angeles Building Code shall be followed to minimize erosion and to protect slopes and channels to control storm water pollution.

BB. The property owner shall be required to conform to the Regional Water Quality Control Board and County Health Department requirements for the installation and maintenance of storm water drainage facilities and septic tank.

CC. The applicant shall pay all of the applicable Building and Safety and Public Works Department fees and Palos Verdes Peninsula Unified School District fees, if any.

DD. Prior to final inspection of the project, "as graded" and "as constructed" plans and certifications shall be provided to the Planning Department and the Building Department to ascertain that the completed project is in compliance with the Planning Commission approved plans. In addition, any modifications made to the project during construction, shall be depicted on the "as built/as graded" plan.

EE. This Resolution's approvals shall not be effective until the applicants execute an Affidavit of Acceptance of all conditions set forth herein.

FF. All conditions of this Resolution, when applicable, must be complied with prior to the issuance of a grading or building permit from the Building and Safety Department.

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

HH. The project shall at all times comply with the conditions set forth in Section 17.16.200(H) of the RHMC in that the freestanding covered patio: 1) shall not be part of aggregate of five such structures on the lot; 2) shall not exceed eight hundred square feet in

combination with other freestanding structures identified in the section; 3) shall not be more than 12 feet in height; and 4) shall be screened from public right-of-way, easements and adjacent properties with appropriate landscaping to the extent feasible.

II. To the extent permitted by law, Permittee shall defend, indemnify and hold harmless the City of Rolling Hills, its City Council, its officers, employees and agents (the "indemnified parties") from and against any claim, action, or proceeding brought by a third party against the indemnified parties and the applicant to attack, set aside, or void any permit or approval for this project authorized by the City, including (without limitation) reimbursing the City its actual attorney's fees and costs in defense of the litigation. The City may, in its sole discretion, elect to defend any such action with attorneys of its choice. The permittee shall reimburse the City for any court and attorney's fees which the City may be required to pay as a result of any claim or action brought against the City because of this permit. Although the permittee is the real party in interest in an action, the City may, at its sole discretion, participate at its own expense in the defense of the action, but such participation shall not relieve the permittee of any obligation under this condition.

PASSED, APPROVED AND ADOPTED THIS 16th DAY OF JANUARY, 2024.

BRAD CHELF, CHAIRMAN

ATTEST:

CHRISTIAN HORVATH, CITY CLERK

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

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

I certify that the foregoing Resolution No. 2024-01 entitled:

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF ROLLING HILLS GRANTING APPROVAL OF A SITE PLAN REVIEW FOR A 264-SQUARE-FOOT COVERED PATIO AND OUTDOOR KITCHEN, CONDITIONAL USE PERMIT FOR THE USE OF SUCH STRUCTURE, AND A VARIANCE REQUEST TO CONSTRUCT IN THE FRONT YARD AND WAIVE THE REQUIREMENT FOR A STABLE AND CORRAL SET ASIDE AREA LOCATED AT 1 CHESTNUT LANE (ICARUS LP, MITTAL)(LOT 239-A-6-MS), ROLLING HILLS, CA, AND FINDING THE PROJECT CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

was approved and adopted at a regular meeting of the Planning Commission on January 16, 2024, by the following roll call vote:

AYES: Vice Chair Kirkpatrick, Cardenas, Cooley

NOES:

ABSENT: Chair Chelf, Douglass

ABSTAIN:

and in compliance with the laws of California was posted at the following:

Administrative Offices.

_____
CHRISTIAN HORVATH, CITY CLERK

Chestnut Gazebo
1 Chestnut Lane
Rolling Hills, CA

OWNER:
ICARUS LP
2030 W. Rosecrans Ave.
Gardena, CA 90249
Contact : Alarica Mittal
Ph: (310) 938-1797
Email: alaricamittal@gmail.com

ARCHITECT:
HEIDI PUSKAR ARCHITECT
29431 N. Enrose Ave.
Rancho Palos Verdes, CA 90275
Ph: (310) 770-2791
Email: heidi@hmparch.com

SURVEOYR:
6518 Greenleaf Ave, Suite 28, Whittier CA 90602
(626) 421-1100
Fred Tagudar Lic. 033612
calatrava.alberto@yahoo.com

PROJECT DIRECTORY

A-1 NOTES, VICINITY MAP ELEVATIONS & PROPOSED FLOOR PLAN
A-2 SITE/ROOF PLAN W/ SURVEY

SHEET INDEX

LOCATION: 1 Chestnut Lane
Rolling Hills, CA 90274
ZONING: RAS-2
LEGAL DESCRIPTION: TRACT NO 24669 LOT 6
FLOOR AREA: 4,232 SF
GARAGE AREA: 657 SF
NEW ROOFED BBQ AREA: 245 SF
ASSESSOR IDENTIFICATION NUMBER: 7569-023-028
OCCUPANCY TYPE: R-3
NUMBER OF STORIES: 1 STORY
LOT AREA: 100,623.6 SF – 2.31 ACRE
STRUCTURAL LOT COVERAGE: 5.6%
FLATWORK LOT COVERAGE: 17.6%
TOTAL LOT COVERAGE: 22.8%

PROJECT INFORMATION

GENERAL REQUIREMENTS

1. Code: Construction shall conform to 2022 Title 24, 2022 CBC, 2022 CRC, 2022 CPC, 2022 CMC, 2022 CEC, and 2022 CAL Green Building Code 2022 CA Fire Code, and 2023 LA COUNTY AMENDMENTS

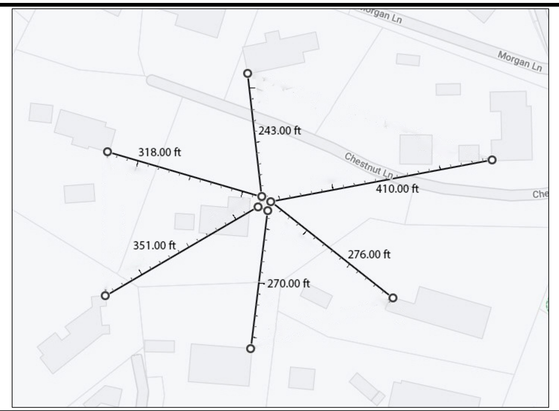
2. Contractor and subcontractor shall verify all dimensions, elevations, and conditions at the site before commencing work. Any discrepancies or omissions shall be brought to the Architect's attention prior to commencing such work.

3. All dimensions are to face of wall, masonry, or concrete, or to centerline of post, unless otherwise noted. Do not scale drawings.

SEE ENERGY VALUES ON T24-1 & T24-2 FOR INSULATION, WATER HEATER, HVAC AND WINDOWS & DOORS

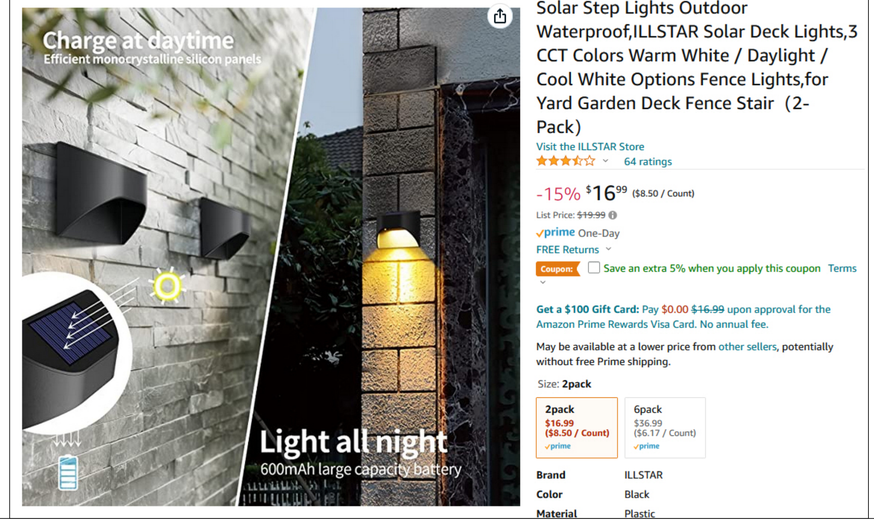
SCOPE OF WORK

BUILD NEW 245 SF ROOFED BBQ COUNTER W/ ELECTRICAL AND SINK.



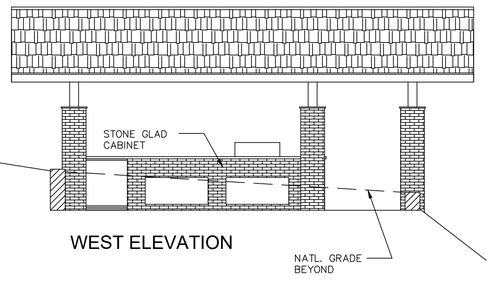
VICINITY MAP

DISTANCE FROM NEW STRUCTURE TO ADJACENT HOMES

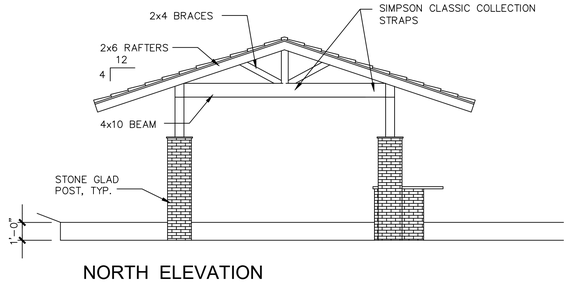


PATH SOLAR LIGHTS OR SIMILAR

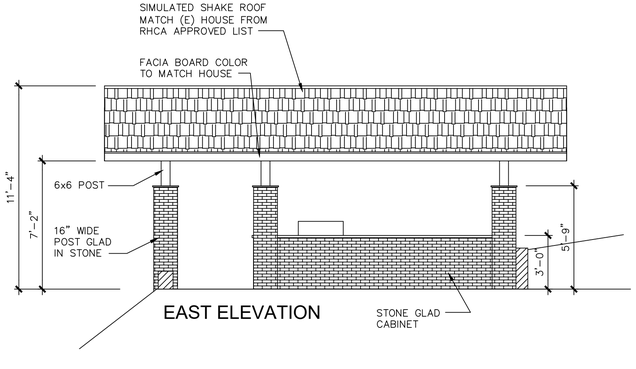
2



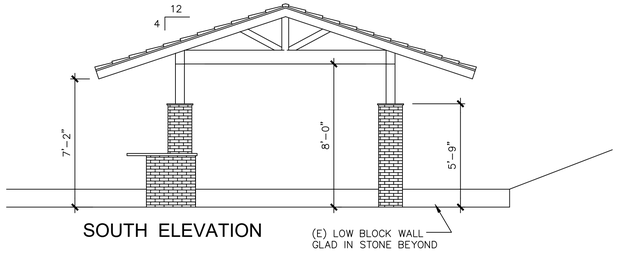
WEST ELEVATION



NORTH ELEVATION



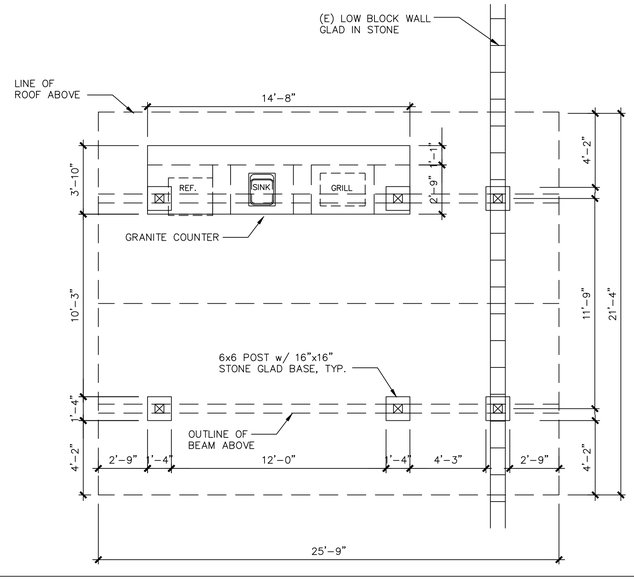
EAST ELEVATION



SOUTH ELEVATION

EXTERIOR ELEVATIONS

SCALE 1/4"=1'-0" 2



PROPOSED FLOOR PLAN

SCALE 1/4"=1'-0" 1

HEIDI PUSKAR
ARCHITECT
29431 N. Enrose Ave.
Rancho Palos Verdes
CA 90725
Tel: 310 770-2791

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Date	Issues and Revisions
5/5/22	PLANNING
9/6/22	RHAC
10/4/22	PLANNING
1/16/24	PLANNING COMISSION

LICENSED ARCHITECT
HEIDI M. PUSKAR
C-28223
REN. 07/31/25
STATE OF CALIFORNIA

NOTES
FLOOR PLAN
EXTERIOR ELEVATIONS

Date 1/4/2024

CHESTNUT GAZEBO

1 Chestnut Lane
Rolling Hills, CA 90274

A-1

CHESTNUT LANE

50' FRONT SETBACK

50'-10"

10' EASEMENT

35'-0"

35' SIDE SETBACK

4 NEW SOLAR DOWN-LIGHTS ATTACHED TO GARDEN WALL 20' APART, 18" MAX AFG

(E) ROCK WALL 36" AFG ON DOWN-SLOPE SIDE

RUBBLE WALL

21'-4"

96'-8"

107'-2"

(E) RETAINING WALL 36" AFG ON DOWN-SLOPE SIDE
15" AFG ON WALKWAY SIDE

AREA OF WORK

DRIVEWAY WIDENING 1/2024

(N) CONC. DRIVEWAY 320 SF

EXISTING RESIDENCE

(E) CONC. DRIVEWAY

109'-2"

3 CAR GARAGE

STORAGE 111 SF

76'-11"

2.5 HIGH WALL

PLANTER

3 RAIL FENCE

WOOD STEPS

BOARD WALK

CONC. DITCH

50' REAR SETBACK

88'-11"

50'-0"

93'-0"

GAZEBO

STEPS

POOL

SPA

ROAD

10'

10' EASEMENT

3 RAIL FENCE

ARCHITECT
HEIDI PUSKAR

29431 N. Enrose Ave.
Rancho Palos Verdes
CA 90725

Tel: 310 770-2791

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LICENSED ARCHITECT
HEIDI M. PUSKAR
C-28223
REN. 07/31/25
STATE OF CALIFORNIA

SITE/ROOF PLAN

Date 1/4/2024

CHESTNUT GAZEBO

1 Chestnut Lane
Rolling Hills, CA 90274

A-2

SITE PLAN / ROOF PLAN

SCALE 1/16"=1'-0"

Chestnut Gazebo
1 Chestnut Lane
Rolling Hills, CA

OWNER:
ICARUS LP
2030 W. Rosecrans Ave.
Gardena, CA 90249
Contact : Ram Mittal
Ph: (310) 350-2217
Email: 1978swami@gmail.com

ARCHITECT:
HEIDI PUSKAR ARCHITECT
29431 N. Enrose Ave.
Rancho Palos Verdes, CA 90275
Ph: (310) 770-2791
Email: heidi@hmparch.com

SURVEOYR:
6518 Greenleaf Ave, Suite 28, Whittier CA 90602
(626) 421-1100
Fred Tagudar Lic. 033612
calatrava.alberto@yahoo.com

PROJECT DIRECTORY

A-1 NOTES, VICINITY MAP, PHOTOS
A-2 SITE/ROOF PLAN
A-3 ELEVATIONS & PROPOSED FLOOR PLAN
SITE SURVEY

SHEET INDEX

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SEE ENERGY VALUES ON T24-1 & T24-2 FOR INSULATION, WATER HEATER, HVAC AND WINDOWS & DOORS

1. Deferred submittals to be reviewed by project architect or engineer of record and certified prior to submittal for plan review.

2. The construction shall not restrict a five-foot clear and unobstructed access to any water or power distribution facilities (Power poles, pull-boxes, transformers, vaults, pumps, valves, meters, appurtenances, etc.) or to the location of the hook-up. The construction shall not be within ten feet of any power lines-whether or not the lines are located on the property. Failure to comply may cause construction delays and/or additional expenses.

3. Provide ultra-flush water closets for all new construction. Existing shower heads and toilets must be adapted for low water consumption.

4. Water heater must be strapped to wall. (Sec. 507.3)

5. Carbon monoxide alarm is required (Sec. 420.6)

6. Building is located in within a very high fire hazard severity zone and must comply w/ LA County Building Code chapter 7A

SCOPE OF WORK

BUILD NEW 245 SF ROOFED BBQ AREA W/ ELECTRICAL AND SINK.
INSTALL 22 POST LIGHTS ON EXISTING GARDEN WALL.

BATHROOM/PLUMBING FIXTURES

The flow rates for all new plumbing fixtures shall comply with the maximum flow rates specified in Section 4.303.1
SHOWERHEADS TO HAVE MAX. FLOW RATE OF 2.0 GPM @ 80 PSI.
MULTIPLE SHOWERHEADS TO HAVE MAX. COMBINED FLOW RATE OF 2.0 GPM @ 80 PSI.
TOILETS MUST USE MAX. OF 1.28 GAL/FLUSH.
LAVATORY FAUCETS TO HAVE MAX. FLOW RATE OF 1.8 GPM @ 60 PSI.
KITCHEN FAUCETS TO HAVE MAX. FLOW RATE OF 1.8 GPM @ 60 PSI.
URINALS MUST USE MAX. OR 0.5 GAL/FLUSH.

PER SECTION 301.1.1. CALGreen AND CIVIL CODE 1101.3c, ALL NON-COMPLIANT PLUMBING FIXTURES WITHIN THIS RESIDENCE SHAL BE REPLACED W/ WATER CONSERVING PLUMBING FIXTURES.

THE PROJECT HAS BEEN DESIGNED TO COMPLY w/ CBC Chapter 7A

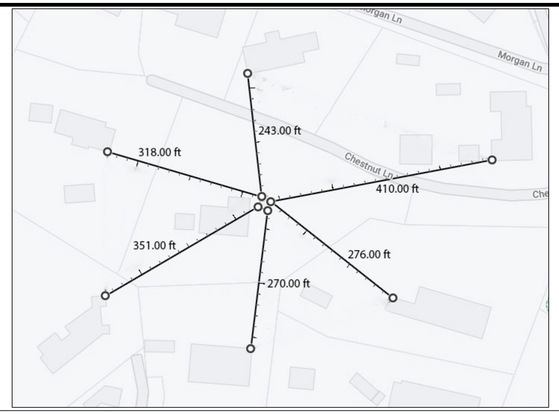
The existing building is not protected by an automatic sprinkler system.

FIRE PROTECTION
Smoke detectors shall be provided in each sleeping room, on the ceiling or wall immediately outside of each sleeping room, and on each story and basement for dwellings with more than one story. (907.2.11.2, R314.3) 2. The power source for smoke detectors shall be as follows: a. In new construction smoke detectors shall receive their primary power from the building wiring and shall be equipped with a battery backup. (907.2.11.4, R314.4) b. In existing SFD, smoke detectors may be battery operated. (907.2.11.6, R314.4)

ALL CONSTRUCTION WASTE AND DEBRIS MUST BE CONTAINERIZED AT ALL TIMES.

ALL CONTRACTORS, ARCHITECTS, DESIGNERS, & ENGINEERS SHALL MAINTAIN A CURRENT CITY BUSINESS LICENSE.

"DUST CONTROL MEASURES" SHALL BE MAINTAINED THROUGH OUT THE DURATION OF THE PROJECT.



VICINITY MAP

DISTANCE FROM NEW STRUCTURE TO ADJACENT HOMES



NOTE: POST LIGHTS WILL BE REMOVED







NOTES

SCALE 1/16"=1'-0"

HEIDI PUSKAR
ARCHITECT
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Rancho Palos Verdes
CA 90725
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Date	Issues and Revisions
5/5/22	PLANNING
9/6/22	ASSOCIATION
10/4/22	PLANNING

LICENSED ARCHITECT
HEIDI M. PUSKAR
C-28223
REN. 07/31/23
STATE OF CALIFORNIA

TITLE SHEET
NOTES

Date 10/4/2022

CHESTNUT GAZEBO

1 Chestnut Lane
Rolling Hills, CA 90274

A-1

4 NEW SOLAR DOWN-LIGHTS
ATTACHED TO GARDEN WALL
20' APART, 18" MAX AFG



Solar Step Lights Outdoor Waterproof,ILLSTAR Solar Deck Lights,3 CCT Colors Warm White / Daylight / Cool White Options Fence Lights,for Yard Garden Deck Fence Stair (2-Pack)

Visit the ILLSTAR Store

3.5 out of 5 stars 64 ratings

-15% $16.99 ($8.50 / Count)

List Price: ~~$19.99~~

prime One-Day

FREE Returns

Coupon: Save an extra 5% when you apply this coupon Terms

Get a $100 Gift Card: Pay $0.00 ~~$16.99~~ upon approval for the Amazon Prime Rewards Visa Card. No annual fee.

May be available at a lower price from other sellers, potentially without free Prime shipping.

Size: **2pack**

2pack	6pack
$16.99 ($8.50 / Count) prime	$36.99 ($6.17 / Count) prime

Brand	ILLSTAR
Color	Black
Material	Plastic

Agenda Item No.: 13.A
Mtg. Date: 02/12/2024

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

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

THRU: **KARINA BAÑALES, CITY MANAGER**

SUBJECT: **CONSIDERATION OF A PROFESSIONAL SERVICES AGREEMENT WITH WILDLIFE SPECIALIST AND CONSULTANT TO PROVIDE ADDITIONAL COYOTE EDUCATIONAL OR ABATEMENT SERVICES ON AN EMERGENCY BASIS FOR A NOT-TO-EXCEED AMOUNT OF $10,000 COVERING A TRIAL PERIOD OF UP TO SIX-MONTHS**

DATE: **February 12, 2024**

BACKGROUND:
On June 23, 2023, an agreement between the Los Angeles County Agricultural Commissioner/Weights & Measures (LACWM) and the City of Rolling Hills was renewed for pest control services from July 1, 2023, to June 30, 2024. The agreement is for an amount not to exceed $25,000 paid under the General Fund. This agreement is a pay-as-you-go arrangement where the LACWM only charges the City for services incurred as a result of a city request to come to provide pest control services in the City. As of this meeting, there is $18,487.94 left on this contract for fiscal year 2023-2024.

On July 24, 2023, staff presented an item regarding the LACWM contract, additional funds from LA County Supervisor Janice Hahn for dedicated Peninsula wildlife education, and coyote management based on complaints from a resident and subsequent referral to staff by Councilmember Black.

On September 13, 2023, City staff participated in a virtual meeting with LACWM's Integrated Pest Management Division, organized and attended by Supervisor Hahn's team, to gain a better understanding of the special Supervisorial funding parameters as well as the LACWM contract and how it related to Coyote management, education, and potential abatement. The meeting provided a variety of facts and a deeper understanding that would allow staff to better communicate with resident calls for service. They included:

- the Supervisorial supplemental funding intended to provide increased response times for public information and education to three of the four Peninsula city's residents. It was also only intended to be a short-term plan;

- Calls for service should come to the City first for evaluation prior to engaging LACWM;
- City staff should establish if the resident wants to report a sighting, requires information/education/LACWM site visit, or if their concern rises to the level of a public safety issue;
- A Public Safety issue ONLY relates to a situation where a coyote has displayed aggressive behavior towards a human being;
- LACWM responds to requests for evaluation or yard audits/surveillance/resident education for free;
- LACWM only charges against the contracted amount for public safety calls require trapping and/or abatement (see attached invoice sample);
- LACWM could also offer training to staff regarding coyotes;
- LACWM provides written materials that are shared with residents to help them better understand Coyote's behaviors, proper hazing techniques and guidelines that can be utilized to discourage coyotes from coming onto a property or engaging with humans, and general information on preventing conflict with coyotes.

Residents are advised to only call for abatement services in the event of a coyote attack or aggressive behavior.

During the fall/early winter months, coyote pups begin to separate from their pack in an attempt to establish their territories. As a result, staff began to receive more phone calls from members of the public concerned with the proliferation of coyotes in the community.

On January 22, 2024, City staff presented to the City Council the potential of hiring a third-party vendor to assist in Coyote abatement services. Representatives from LACWM were present to provide further information and perspective. The City Council unanimously directed staff to approach responsible vendors regarding a potential six-month temporary program for additional coyote abatement measures in the City.

DISCUSSION:

Currently, the Cities of Rolling Hills, Rolling Hills Estates (RHE), and Rancho Palos Verdes (RPV) are contracting with LACWM. LACWM visits the Peninsula, including Rolling Hills, twice weekly to provide ongoing coyote education, evaluation, and/or more robust coyote abatement services depending on the situation and City staff's input per the coyote response workflow.

Based on the January 22, 2024, City Council direction, and pursuant to Rolling Hillis Municipal Code Chapter 3.04 (Purchasing System), City staff solicited proposals from three private contractors who have historically serviced the Palos Verdes Peninsula (PVP) specific to wildlife management:

1. **Wildlife Specialist & Consultant (WSC)** - Fernando Barrera provided coyote management services on the PVP through his previous employer, LACWM, for a number of years and recently retired. He has started his own privately-owned business. Rolling Hills residents are familiar with Fernando and have hired him directly since his retirement. RHE also recently entered into an agreement with Mr. Barrera for supplemental and emergency services (if LACWM is unable to respond in a timely manner, after hours, or if there is a coyote incident that requires additional services for

public safety purposes). (Attachment A)

2. **Coyote, Wildlife & Pest Solutions, Inc. (CWPS)** - Jimmie Rizzo has spent 38 years providing tracking and trapping experience to the Southern California region. Currently, RPV contracts with Mr. Rizzo for supplemental and emergency services. (Attachment B)
3. **Animal Pest Management Services (APMS)** - specializes in vertebrate pest management and has been servicing all of Southern California's urban areas for 35 years, including Palos Verdes Estates. (Attachment C)

Fees for Service:

Contractor	Consultation	Educational	Trapping 5 Day	Trapping 10 Day	Long-Term Trapping
Fernando Barerra (WSC)	$150/hr	$150/hr	$1,000	$2,000	available on request
Jimmie Rizzo (CWPS)	N/A	N/A	N/A	$2,400	4 week, 6 month and annual available
APMS	N/A	N/A	N/A	$4,500	

After evaluating all three contractors, staff recommends entering into a Professional Services Agreement with WSC's Mr. Barrera for a 6-month trial period considering he has the most experience within the Rolling Hills community, has demonstrated his competency and skillset over the years in the services desired, and his competitive pricing.

ENVIRONMENTAL REVIEW

The decision to direct staff to prepare and execute a contract for the temporary supplemental wildlife management activities is exempt from the California Environmental Quality Act ("CEQA") Pursuant to CEQA Guidelines section 15061(b)(3), the award of a contract for wildlife management related to dangerous or threatening coyotes can be seen with certainty that it will not have a significant effect on the environment due to the limited and direct scope of the activities. Further, CEQA Guidelines section 15304 exempts minor temporary use of land having negligible or no permanent effect on the environment. The limited temporal nature of the agreement is only temporary at this time. Next, CEQA Guidelines section 15307 exempt action taken by the City to assure the maintenance . . . of a natural resource where the regulatory process involves procedures for protection of the environment. Targeting menacing or dangerous predators will protect other natural resources and even human life. Finally, CEQA Guidelines section 15269 (c) exempts specific actions necessary to prevent or mitigate an emergency. The increased threat of dangerous coyotes to the quiet enjoyment of the City's residents has risen to such a level that action must be taken to mitigate this dire situation.

FISCAL IMPACT:
Staff recommends a not-to-exceed amount of $10,000 be transferred from the general fund reserves to the general fund.

RECOMMENDATION:
Approve as presented. Direct the City Attorney to draft a Professional Services Agreement and authorize the City Manager to sign; direct staff to return with a Budget Amendment

Resolution.

ATTACHMENTS:
A. PS_COY_240126_WSC_Proposal.pdf
B. PS_COY_240129_CWPS_AbatementProgram&Services_Proposal.pdf
C. PS_COY_240130_APMS_Proposal_.pdf

Wildlife Specialist and Consultant LLC

coyotespecialist@gmail.com
Wildlife Specialist Fernando Barrera
State Licensed Trapper - ID #65387
(424) 247-6373

Expert coyote management services available in your community.

- Education for safe coexistence with urban wildlife
- Preventative home assessment to minimize wildlife issues
- Aggressive coyote and/or wildlife assessment
- Control, abatement, and removal of deemed aggressive wildlife

Fernando Barrera, is a State Licensed Trapper and former Wildlife Specialist for Los Angeles County, with over thirty years of service working for County of Los Angeles Agricultural Commissioner/Weights and Measure Department - Integrated Pest Management program and Pest Detection program. He has serviced the LA County area for coyote prevention, education, control, and trapping including four years of service as a Wildlife Specialist for the Palos Verdes Peninsula; cities of Rolling Hills, Rolling Hills Estates, Rancho Palos Verdes, and Palos Verdes Estates. Specialist Fernando Barrera is knowledgeable of the Palos Verdes Peninsula area terrain, coyote issues, and the pest management needs of the Palos Verde Peninsula communities.

As Wildlife Specialist, Fernando Barrera participated in the University of California Agriculture and Natural Resources (UCANR) Hazing Study, in which 20 coyotes were trapped and controlled, while doctors equipped them with GPS collars. The coyotes where then released for UC research on their roaming behaviors. Fernando Barrera also participated in training Orange County and Los Angeles cities and state government agencies in wildlife trapping. Through these varied experiences in wildlife and pest management, he has developed a deep understanding of the coyote conflict and need for successful coexistence. Wildlife Specialist and Consultant brings expert services and balance to your residential and urban areas.

Coyotes are here to stay and therefore an ongoing concern for cities and their residents. With pets nearby and the increasing supplies of food, water, and shelter available; the coyote populations are consistently increasing in urban areas. This reality requires an ongoing need for education, and coyote management programs throughout urban areas, in order to safely coexist with urban wildlife.

Wildlife Specialist and Consultation LLC (WSC) offers a broad scale program to address education, prevention, control, and removal of coyote and other wildlife issues. For successful coexistence, WSC believes that responsible homeowners and residential education is an integral part of the coyote management plan. With the increasing numbers of coyotes aggressive and/or unfearful of humans, trapping and abatement of those and other aggressive wildlife, are needed for the protection of human life and safety.

WSC offers consultations for residential properties and urban areas. Consultations evaluate if there are any potential risk, property hazards attracting wildlife to correct, and/or residential behavior contributing to the wildlife issues. Consultations will also determine if there is an aggressive animal situation in the area, resulting in the need for immediate trapping.

WSC provides professional trapping, abatement and removal services for aggressive wildlife and wildlife issues. Traps are set at or near occurrences, in safe locations. WSC uses humane live traps. These traps are monitored and checked daily, in ordinance with the California Department of Fish and Wildlife. All materials are provided, maintained, and removed by WSC. All labor is provided through WSC.

Our mission is protecting your neighborhoods and providing education for coexistence with urban wildlife.

Fees for services provided are as follow:

- Consultation $150.00/hour (assessment for coyote disturbances at residence)
- Educational $200.00/hour (community meetings at city hall, school, or homeowner association etc.)
- Trapping 1 week (5 days) $1000.00
- Trapping 2 week (10 days) $2000.00
- Long term trapping schedules available per request if necessary.

We look forward to providing our services in your community.

Thank you,

Wildlife Specialist and Consultant LLC
Fernando Barrera
(424) 247-6373

Wildlife Specialist and Consultant LLC
coyotespecialist@gmail.com
Specialist Fernando Barrera
State Licensed Trapper - ID #65387
(424) 247-6373

Professional Service Proposal for November 2023

Between: Wildlife Specialist and Consultant (WSC) and the City of Rolling Hills.

Coyote Management through preventative coexistence, trapping, abatement, and removal.
Consultation and Educational Service Fees:

- Consultation $150.00 (per hour)
  - Assessment for coyote disturbances at residence
  - Consultation fee (within 15 days is included in trapping costs when trapping at that location is needed)
- Educational $200.00 (per hour)
  - Community meetings at city hall, school, or homeowner association etc.

Trapping Services Fees:

- Trapping 1 week (5 days) $1000.00
- Trapping 2 week (10 days) $2000.00
- Long term trapping schedules available per request if necessary

WSC uses humane live traps that are monitored and checked daily, in ordinance with the California Department of Fish and Wildlife. All materials are provided, maintained, and removed by WSC. All labor is provided by WSC. Traps are placed safely in locations at or near occurrences and other tactical locations. Trapping outcomes are not guaranteed per each trapping session. However, our specialist is highly successful in trapping of problem and aggressive coyotes. Consultations, educational meetings, trapping services are billed each month for services contracted and provided. Checks payable to Wildlife Specialist and Consultant LLC.

City of Rolling Hills

Name_____ Title: _____

Signature: _____ Date: _____

Wildlife Specialist and Consultant LLC

Name_____ Title: _____

Signature: _____ Date: _____

Administration office: 3362 W. 152nd Street, Gardena, CA 90249

Coyote, Wildlife & Pest Solutions, Inc.

Anaheim Hills, CA 92808

Email: coyotewildlifesolutions@gmail.com

Trapper ID# 7868

1/29/2024

RE: COYOTE CONTROL/ABATEMENT

Coyote Trapping Services

City of Rolling Hills, CA

To Whom It May Concern:

Thank you for allowing us the opportunity to acquaint you with our services and qualifications. In the event you need our services, we know you will be pleased to be working with a company whose Capture Specialist has over 38 years of humane and environmentally responsible, tracking and trapping experience.

Our coyote abatement program can be customized to accommodate any city's needs for its trapping period. The traps would be placed in strategic locations according to noted activity and public consideration. According to state regulations, the traps would be checked a minimum of once daily. All traps are approved by the Department of Fish and Game. The cost for implementing the trapping program would be based upon contract scope and terms of our contract. All labor and materials would be supplied by CWPS. There are no additional fees for euthanizing or haul away. There are also no additional fees for additional snares. Our pricing is all inclusive.

Coyote Wildlife and Pest Solutions, Inc. offers weekly, monthly, AND multi-month scenarios for billable services. Those rates are as follows: two (2) weeks (10 business days) *$2400; four (4) weeks/monthly (20 business days) *$4800; six (6) month program commitment, $28,800; twelve (12) month commitment, not to exceed *$57,600.

Larger wildlife, especially coyotes, are becoming a common problem in many urban communities around Southern California. They no longer fear humans which is why they are

seen encroaching on neighborhoods, attempting to find food sources. This can lead to attacks on pets, and in some cases, attacks on people.

Aggressive coyotes, bobcats, mountain lions, etc...cannot be managed by precautionary actions alone. Trapping is warranted in specific situations to manage the population and remove animals that have lost their fear of humans. Traps are set strategically by our experienced capture specialist. Typically, one to five animals are trapped during the abatement program. Our abatement program has proven very effective in many cities throughout Southern California.

An important part of a Coyote Abatement Program that would contribute significantly to its success is encouraging residents to be aware of coyotes and take precautions around their homes. For example, 1) Keep pets indoors at night and early morning. Always monitor small pets outdoors and keep them on a leash. 2) Feed pets indoors or promptly remove pet food/water after pets are finished eating. 3) NEVER leave small children unattended in areas where coyotes may be frequenting.

Should you have any further questions or if you would be interested in having our Capture Specialist, Jimmie Rizzo, speak with you or your City Council about your abatement program, please call us.

We look forward to working with you.

Sincerely,

Coyote, Wildlife and Pest Solutions

Pamela VanDalsem

Director Contracts/Operations

(714)814-8378

Jimmie Rizzo

Capture Specialist

(714)943-4121

Animal Pest Management Services, Inc.
Urban Wildlife Professionals

Phone 800.344.6567
Fax 909.590.1435

TRAPPING SERVICE AGREEMENT
90606316

NAME: *THE CITY OF ROLLING HILLS* ATTN: *CHRISTIAN HORVATH* DATE: *01/29/2024*

STREET: *2 PORTUGUESE BEND ROAD*

CITY: *ROLLING HILLS* STATE: *CA* ZIP: *90274*

EMAIL INVOICES TO: _____

HEREBY AUTHORIZES SERVICE AT: *THE CITY OF ROLLING HILLS*

STREET: *2 PORTUGUESE BEND ROAD* CITY: *ROLLING HILLS* ZIP: *90274*

PHONE: *310-377-1521* FAX: EMAIL: *CHORVATH@CITYOFRH.NET*

Notice: The customer acknowledges and understands that no guarantee on the number of target animals to be trapped (if any) is given. The customer further agrees that if any of the traps or materials used on the job site are lost, stolen, or damaged, the customer is responsible for reimbursing Animal Pest Management Services, Inc. at the replacement cost indicated (this charge is over and beyond the total cost of the job).

DESCRIPTION OF WORK

TRAPPING PERIOD: **TEN (10) BUSINESS DAYS**

TARGET ANIMALS/PESTS: **COYOTES**

TRAPS / MATERIALS TO BE USED
(AMOUNT AND NUMBER): **SNARES AND/OR SHOOTING**
REPLACEMENT COST: **$N/A**

*****TRAPPING TO COMMENCE UPON RECEIPT OF SIGNED CONTRACT.***

COSTS

INITIAL SET UP FEE: **$4,500.00**
* This minimum charge covers the set-up, use of traps and/or materials for the duration of the trapping period and the trapping and removal of the target animals.

ADDITIONAL CHARGES:
$N/A for every trip to remove a target animal that is trapped.
$N/A for every trip to remove a non-target animal trapped that must be removed or released.

PAYMENT TERMS

The initial set-up fee of $4,500.00 is due at the beginning of the trapping program. Additional charges (if any) are due as they occur.

CUSTOMER AGREES TO PAY WHEN BILLED FOR SERVICES DUE. A SERVICE CHARGE OF 1.5% PER MONTH EQUIVALENT TO AN **ANNUAL PERCENTAGE RATE** OF 18% WILL BE APPLIED TO PAST DUE ACCOUNT.

The customer agrees to indemnify Animal Pest Management Services, Inc., and hold it harmless against any claim, lawsuit or demand, including all reasonable attorney's fees and costs, brought by third parties based on environmental issues including, but not limited to, matters related to the California Environmental Quality Act (CEQA) and/or the National Environmental Policy Act (NEPA).

Animal Pest Management Services, Inc. agrees to provide trapping services at the described premises according to the terms and conditions set forth under description of work. This agreement covers only the premises and target animals specified under description of work. The agreement does not guarantee against present or future pest damage to the property, building or contents of the described premises, or provide compensation therefore.

Please Print Name

Dan Fox DATE: 1/29/24
ANIMAL PEST MANAGEMENT SERVICES, INC.

DATE:
CUSTOMER (SIGNATURE)

PRESIDENT / PRINCIPAL URBAN WILDLIFE BIOLOGIST: DAN FOX
AREA 7

PLEASE SIGN AND RETURN ONE COPY

ke

Agenda Item No.: 13.B
Mtg. Date: 02/12/2024

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

FROM: **KARINA BAÑALES, CITY MANAGER**

THRU: **KARINA BAÑALES, CITY MANAGER**

SUBJECT: **CONSIDERATION AND POSSIBLE ACTION TO PROCEED WITH IRS CODE SECTION 170(C)(1) FOR CHARITABLE CONTRIBUTIONS**

DATE: **February 12, 2024**

BACKGROUND:
On June 26, 2023, the Charitable Foundation Ad Hoc Committee, comprising Mayor Leah Mirsch and Councilmember Patrick Wilson, presented the City Council with a status update on exploring the establishment of a charitable 501 (c) foundation for the City of Rolling Hills (Attachment A). During the meeting, the committee presented findings on how other Peninsula Cities have successfully established similar 501 (c) foundations, detailing their achievements and organizational structures. This information provided valuable insights into potential models and strategies that could be adapted to suit Rolling Hills' unique needs and objectives.

While initially considering the possibility of establishing a 501(c) organization, the committee has since identified an additional method—utilizing IRS Code Section 170(c)(1)—that allows for charitable contributions to the city.

This evening, the Ad Hoc Committee will provide a summary of both a 501(c) and a 170(c)(1) and will seek authorization from the City Council to focus on pursuing the use of a 170 (c) (1). Staff will return at a future City Council meeting to present their findings for the City Council's consideration.

DISCUSSION:
The City of Rolling Hills, through an Ad Hoc Committee, has conducted extensive research to identify the most suitable charitable foundation or program to support its community needs. After careful consideration, the committee recommends that the City Council explore using IRS Code Section 170(c)(1). This decision is rooted in the understanding that this tax code section allows for tax-deductible contributions to governmental agencies when made exclusively for public purposes. By leveraging this provision, the City of Rolling Hills aims to establish a robust framework for charitable giving that aligns with its mission of enhancing public benefits.

Charitable Contributions Under a 501 (c) versus 170 (c) 1

501(c) for Charitable Contributions

A 501(c) organization is a tax-exempt nonprofit organization defined by section 501(c) of the Internal Revenue Code. These organizations can be charitable, religious, or educational – to name a few. Cities don't need to apply for 501 (c) (3) status because they are already tax-exempt. However, Cities have applied for a 501(c)(3) status to establish a foundation for several reasons, such as fundraising and financial support, flexibility and independence, long-term sustainability, and brand recognition and credibility.

Overall, establishing a foundation under a 501(c)(3) status allows cities to diversify their funding sources, leverage tax benefits for donors, access additional grant opportunities, engage the community, operate flexibly, and promote long-term sustainability for their initiatives and priorities.

While there are many potential benefits to a city establishing a foundation under a 501(c)(3) status, there are also some possible drawbacks or challenges to consider, such as the administrative costs and burden of performing audits, filing reports, and need for staff or consultants to manage and navigate the legal and regulatory requirements.

The Ad Hoc Committee does not currently recommend pursuing a 501 (c)(3).

170(c)(1) for Charitable Contributions

Section 170(c)(1) of the Internal Revenue Code specifies the types of organizations to which donations can be made for donors to qualify for a tax deduction. These organizations include religious organizations, educational institutions, hospitals, medical research organizations, and governmental units (if the contribution is made exclusively for public purposes). The City of Rolling Hills is considered a governmental unit and does not need to apply for IRS Code Section 170(c)(1) status because it automatically qualifies as a governmental unit. Similar to a 501 (c) (3), IRS Code Section 170(c)(1) cities are already eligible to receive tax-deductible charitable contributions under this provision without needing to apply separately.

Although more research is required, the Ad Hoc Committee recommends the City Council consider pursuing a 170 (c) (1) and explore the benefits of this provision.

CONCLUSION:

The Ad Hoc Committee believes that 170 (c) (1) is worth pursuing and understands that additional research is required to ensure that the City complies with this form of charitable contributions. By securing the City Council's authorization this evening, the Ad Hoc committee can work with staff on the necessary steps to utilize Section 170(c)(1) of the Internal Revenue Code to receive donations for city programming and projects that will serve the community.

Staff would return at a future Council meeting with a refined program for consideration and implementation.

FISCAL IMPACT:

Unknown at this time.

RECOMMENDATION:

Receive and file. Direct staff to return at a future Council meeting with a refined 170(c)(1) program for consideration and implementation.

ATTACHMENTS:

Agenda Item No.: 13.C
Mtg. Date: 02/12/2024

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

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

THRU: **KARINA BAÑALES, CITY MANAGER**

SUBJECT: **ADOPT RESOLUTION NO. 1357 AUTHORIZING A FISCAL YEAR 2023-2024 BUDGET MODIFICATION TO INCREASE APPROPRIATIONS BY $8,010 IN THE GENERAL FUND AREA LANDSCAPING ACCOUNT FUNDED FROM AVAILABLE GENERAL FUND RESERVES FOR BENNETT LANDSCAPE PROPOSAL TO TRIM TREES AROUND THE TENNIS COURTS**

DATE: **February 12, 2024**

BACKGROUND:
On November 14, 2022, the City Council unanimously voted to select Bennett Landscape for a one-year period and directed staff to prepare a professional service agreement, which was subsequently approved on December 13, 2022.

On January 8, 2024, the City Council approved the first amendment to Bennett's professional service agreement, extending their contract for an additional year.

DISCUSSION:
The service contract with Bennett Landscape was executed in early January 2023. Prior to the execution of the current agreement, staff worked with Bennett Landscape to identify campus-wide issues and needs. The scope of their weekly maintenance includes tree trimming services up to 15 feet high on an as-needed basis. Trimming that exceeds 15 feet in height, including palm tree fronds, will bear additional cost.

In recent months, staff has identified a growing need to address the trees around the tennis courts. This is shared by the Courts Club as well.

The attached proposal to address the overgrowth of trees surrounding the tennis courts is

outside of routine maintenance and will cost a total of $8,010.

FISCAL IMPACT:
The allocated budget in FY23/24 for ongoing campus landscaping maintenance of $15,600 is not sufficient to cover this additional one-time cost of $8,010. Since the beginning of the fiscal year, the City has spent $9,070.30 in account 01-75-932. Staff will return with a budget amendment resolution to transfer funds from the General Fund Reserves at the next regular City Council meeting.

RECOMMENDATION:
Approve as presented.

ATTACHMENTS:
ResolutionNo1357_BennettLandscape_TreeTrimmimng_BudgetAmendment.pdf
CL_AGN_240212_CC_Bennett_TreeTrimming_Proposal_TC.pdf

RESOLUTION NO. 1357

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROLLING HILLS. CALIFORNIA AUTHORIZING A FISCAL YEAR 2023-2024 BUDGET MODIFICATION TO INCREASE APPROPRIATIONS BY $8,010 IN THE GENERAL FUND AREA LANDSCAPING ACCOUNT FUNDED FROM AVAILABLE GENERAL FUND RESERVES FOR CERTAIN LANDSCAPE SERVICES OF BENNETT LANDSCAPE

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

Section 1. Recitals.

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

B. At the November 14, 2022 City Council meeting, the City Council unanimously voted to selected Bennett Landscape to provide various routine maintenance and landscaping services related to the City Hall Campus.

C. Based on site walks and conversations with City staff, Bennett Landscape has proposed additional tree trimming services at various locations that are outside the routine maintenance and landscaping service that were subject to the approved scope of work and costs.

D. At the February 12, 2024 City Council meeting, the Council approved the additional work and estimates submitted by Bennett Landscape.

Section 2. The sum of eight thousand and ten dollars ($8,010.00) is hereby appropriated to the General Fund Area Landscaping Account from the General Fund Reserves to fund the additional landscape services performed by Bennett Landscape as described in Exhibit “A,” attached to this Resolution.

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

PASSED, APPROVED, AND ADOPTED this 12th day of February, 2024.

_____
LEAH MIRSCH
MAYOR

ATTEST:

_____

CHRISTIAN HORVATH
CITY CLERK

EXHIBIT A

(310) 534-3543, Fax (310) 534-3176
www.bennett-landscape.com
Contractors Lic. C27-479003

Date: 1/19/2024
Estimate #: CityRHTT sab-smt

Billing:
City of Rolling Hills
2 Portuguese Bend Road
Rolling Hills, CA 90274
kbanales@cityofrh.net
chorvath@cityofrh.net

Job:

			Amount
	TREE TRIMMING		
	Southside Slope, Tennis Court #1		
5	Eucalyptus Trees - reduce crown to old cut, thinout, and shape		
	Westside Brick Patio		
	Ash Trees - reduce		
	Tennis Court #3		
1	Ash Tree, volunteer - remove cut flush		
2	Ash Trees, neighbors - cut back to property line fence		
	Northside		
2	Ash Trees - remove, cut flush		
	Westside		
5	Melaleuca Trees - trim to fence and Xysloma Trees - trim back to tennis court fence		
	Tennis Court #2, Portugese Bend Road		
2	Canary Island Palm Trees, large - trim off dead fronds, pineapple trunk		
	Labor, Equipment, and Disposal		8,010.00
	Notes **Tree Trimming:** Bennett Landscape is not responsible for lighting wires and/or fixtures. Owner is to remove any such material or advise estimator in writing prior to scheduling of trimming services. **ISA:** All trimming to be done in accordance with the standards if the International Society of Arboriculture (ISA) We remove any debris generated from our work. We are not responsible for damage due to hidden conditions. Especially under ground installations **10% fee for cancellation of a signed work order.** Excludes permits/approvals, bid effective 30 days, unit based quotation Work can be scheduled in1-4 weeks upon return of this estimate. **Yes, I acknowledge the above scope of work. I have signed and dated this form giving permission to proceed. You may bill me accordingly.** **x**_____ **Date:**_____		

(Payment in full is due UPON completion of work unless otherwise arranged prior to start of work.) A Service fee of 1 ½% percent per month shall be charged on all 30 days past due accounts. In the event this account becomes delinquent and it is necessary to institute legal proceedings, purchaser agrees to pay reasonable attorney's fees and court costs.

Pg Subtotal	$ 8,010.00
Tax	
Total	$ 8,010.00

LICENSING: Contractor is duly licensed under the law and statues of the State of California. Contractors are required by law to be licensed and regulated by the Contractor's License Board. Any questions concerning a contractor may be referred to the Registrar, Contractor's State License Board, P.O. Box 2600, Sacramento, California 95826 (800) 233-2562

"NOTICE TO OWNER"
(Section 7018, 7019 - Contractors License Law)

Under the Mechanics Lien Law, any contractor, subcontractor, laborer, material or other Person who helps to improve your property and is not paid for his labor, services or material, has a right to enforce his claim against your property. This means that, after a court hearing, your property could be sold by a court officer and the proceeds of the sale used to satisfy the indebtedness. This can happen even if you have paid your own contractor in full, if the subcontractor, laborer, or supplier remains unpaid.

Under the law you may protect yourself against such claims by filling before commencing such work of improvement, an original contract for the work of improvement or a modification thereof, in the office of the county recorder of the county where the property is situated and requiring that a contractor's payment bond be recorded in such office. Said bond shall an amount not less than fifty percent (50%) of the contract price and shall, in addition to any be in conditions for the performance of the contract, be conditioned for the payment in full of the claims of all persons furnishing labor, services, equipment or materials for the work described in said contract.

City of Rolling Hills INCORPORATED JANUARY 24, 1957

Agenda Item No.: 14.A
Mtg. Date: 02/12/2024

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

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

THRU: **KARINA BAÑALES, CITY MANAGER**

SUBJECT: **VERBAL REPORT OUT FROM THE PENINSULA PUBLIC SAFETY COMMITTEE AND REGIONAL CONTRACT LAW COMMITTEE ON THE FEBRUARY 1, 2024 MEETINGS (MAYOR MIRSCH, COUNCILMEMBER WILSON)**

DATE: **February 12, 2024**

BACKGROUND:
Mayor Mirsch and Councilmember Wilson are the designated Peninsula Public Safety Committee (PPSC) and Regional Contract Law Committee (RCL) members for 2024.

DISCUSSION:
On February 1, 2024 the PPSC and RCL had their first meeting of the year. The committees meet quarterly throughout the year.

FISCAL IMPACT:
None.

RECOMMENDATION:
Receive and file.

ATTACHMENTS:
CL_AGN_240201_PPSC_AgendaPacket_Redacted.pdf
CL_AGN_240201_RCL_AgendaPacket.pdf

CITY CLERKS: PLEASE POST

AGENDA

PALOS VERDES PENINSULA
PUBLIC SAFETY COMMITTEE

THURSDAY, FEBRUARY 01, 2024
7:30 A.M.

VIRTUAL MEETING

The Palos Verdes Peninsula Public Safety Committee for February 1, 2024, at 7:30 a.m., will be conducted via teleconference using the Zoom platform. Members of the public may participate virtually in the meeting in the following ways:

-Members of the public who wish to speak during this meeting may join the Zoom meeting by accessing the Zoom app from a computer, tablet, or phone (Download app at https://zoom.us/download). Input the following credentials: ***Meeting ID: 899 6084 2498, Meeting Passcode:*** **181532***. Members of the public who join the Zoom meeting will not appear on video but may request to speak using the following process while on Zoom: Select the "raise hand" option on the lower portion of your screen. Staff will unmute your mic at the appropriate time.*

-Members of the public who wish to comment on an agenda item may email requests to speak to mherrera@pvestates.org. Please include your first and last name, and the name of the agenda item on which you would like to comment.

- Public correspondence may be emailed to the mherrera@pvestates.org

I. CALL TO ORDER

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

IV. PUBLIC COMMENT

NOTE: *This is the appropriate time for members of the public to make comments regarding items not listed on this agenda.*

V. COMMITTEE REORGANIZATION

VI. APPROVAL OF MINUTES

A. MINUTES OF NOVEMBER 9, 2023

VII. OLD BUSINESS

A. SCHOOL RESOURCE OFFICER (SRO) UPDATE (SCHOOL DISTRICT REPORT)

B. UPDATE ON THE PENINSULA EMERGENCY PREPAREDNESS TASKFORCE (RHE VERBAL REPORT)

C. STATUS UPDATE ON PENINSULA WILDFIRE CAMERAS (RPV VERBAL REPORT)

D. LOS ANGELES COUNTY FIRE DEPARTMENT UPDATE (LACOFD VERBAL REPORT)

E. UPDATE ON ROLLING HILLS SIREN (RH VERBAL REPORT)

VIII. NEW BUSINESS

A. REGIONAL AUTOMATED LICENSE PLATE READER CAMERA SYSTEM (RHE WRITTEN REPORT)

B. PENINSULA FUNCTIONAL EXERCISE UPDATE (RPV VERBAL REPORT)

IX. OTHER MATTERS FROM COMMITTEE MEMBERS

NOTE: *This is the appropriate time for Committee Members to direct the placement of items for future action on upcoming agendas.*

Next meeting **Thursday, May 9, 2024**, at 7:30 a.m.

PALOS VERDES PENINSULA
PUBLIC SAFETY COMMITTEE

MINUTES TO THURSDAY, NOVEMBER 9, 2023

I. CALL TO ORDER

A meeting of the Palos Verdes Peninsula Public Safety Committee was called to order by Chair Murdock at 7:31 a.m., via Zoom.

II. ROLL CALL

PRESENT:

Palos Verdes Estates
Chair Dawn Murdock, Mayor Pro Tem

Rancho Palos Verdes
Member David Bradley, Councilmember
Member Eric Alegria, Councilmember

Rolling Hills Estates
Member Britt Huff, Mayor

Rolling Hills
Member Bea Dieringer, Committee Member
Member Patrick Wilson, Mayor Rolling Hills

ABSENT:

Vice Chair David McGowan, Councilmember Palos Verdes Estates
Member Frank V. Zerunyan, Councilmember Rolling Hills Estates

ALSO PRESENT:

Palos Verdes Estates
Elaine Jeng, City Manager
Steve Barber, Police Captain
Marcelle Herrera, Interim Community Relations Officer

Rancho Palos Verdes
Ara Mihranian, City Manager
Jesse Villalpando, Sr. Admin. Analyst, Emergency Preparedness
Shaunna Hunter, Public Safety Administrative Analyst

Rolling Hills Estates
Greg Grammer, City Manager

Alexa Davis, Assistant to City Manager
Jessica Slawson, Management Analyst

Rolling Hills
Christian Horvath, City Clerk, Exec. Asst to City Manager at 8:05 am

Los Angeles County Sheriff's Department
Lieutenant Michael White, Lomita Sheriff's Station
Captain Kimberly Guerrero
Sergeant Gerado Cedano, Lomita Sheriff's Station

Los Angeles County Fire Department
Chief Brian Bennett

Palos Verdes Peninsula Unified School District
Brenna Terrones, Assistant Superintendent, Admin Services

Area G Disaster Management Area
Brandy Villanueva

Alert South Bay
Soraya Sutherlin

III. PLEDGE OF ALLEGIANCE

Pledge of Allegiance was led by Chair Murdock

IV. PUBLIC COMMENT

No public comment on non-agenda items

V. APPROVAL OF MINUTES

A. **PPSC MEETING MINUTES OF MAY 11, 2023**

ACTION: Motion by Councilmember Dieringer, second by Member Mihranian, to approve the May 11, 2023, minutes as presented.

AYES: Murdock, Bradley, Alegria, Huff, Dieringer
NOES: None
ABSTAIN: Member Wilson
ABSENT: Members: McGowan, Zerunyan

VI. OLD BUSINESS

A. SCHOOL RESOURCE OFFICER (SRO) UPDATE (SCHOOL DISTRICT REPORT)

Assistant Superintendent, Administrative Services, Brenna Terrones provided a verbal update and written report on Youth Mental Health Organization, School Resource Officers (SROs) training and site visit, Disaster Preparedness Summary, Fire Drills, Earthquake/On Site Evacuation Drills, Offsite Evacuation Drills, NIMS Plans, Ham Radio Communications and Red Cross Shelters at school sites on behalf of the Palos Verdes Peninsula Unified School District.

Member Alegria requested comment on ALCOVE and Brenna Terrones responded that she will follow up for an update and report back to committee. Member Alegria offered to assist in getting an update. from Tom Beckley. Member Mihranian provided comment that he has engaged with new Superintendent and Martin from PV Transit and a site visit of Alcove facilities was to be held but has been delayed but assured committee that conversations are taking place between Superintendent, Alcove and PV Transit.

Member Alegria also commented on SROs and indicated that a year ago this committee explored whether another SRO would be appropriate and would be willing to continue the discussions if the school district determines it is needed.

Assistant Superintendent Terrones shared that the PVPUSD Schools have installed a lot of cameras over the past two years and she can, within a few seconds, bring up all cameras and look to work with the Police and Sheriff's to create a VPN if they want or need access to those cameras on campus for any incident and they can see real time in vantage points and hallways with ingress and egress. The SROs have assisted in identifying many of those strategic locations.

Terrones concluded by sharing that PVPUSD has been updating the schools' perimeters and installing fencing at different locations, trying narrow access points of entering campuses.

Member Huff asked when the date of the school visitation with Assemblymember Muratsuchi was and who was involved. Terrones indicated Dr. Serrrano, herself, members of the Board had that visit a month and discussed how SROs interact with students.

No public comment on this item.

B. UPDATE ON THE PENINSULA EMERGENCY PREPAREDNESS TASKFORCE (RHE VERBAL REPORT)

i. Prepared Peninsula Expo and Natural Disaster Town Hall Update

Management Analyst Slawson reported that the Taskforce did not meet this past quarter due to recent emergency events related to land movement in Rolling Hills Estates and Rancho Palos Verdes. However, group members have worked together to set up a local assistance center for Peartree Lane residents affected by land movement in Rolling Hills Estates. There residents met with local utility companies, City and County departments, Peninsula Unified School District and local nonprofits to receive helpful resources and information.

Slawson also indicated that Peninsula cities collaborated this past quarter for the Annual Preparedness Expo held at Peninsula High School in partnership with PV Farmers Market and school district. The Expo serves as an emergency preparedness fair to provide residents with disaster and readiness information and tools. It was well attended with 30 booths, public safety partners, city staff, school district, law and fire and took part in demonstrations such as hands only CPR, fire extinguisher training. Following the expo, Assemblymember Muratsuchi held a Natural Disaster Town Hall which included panel discussions from LA County Fire Department, State and County Offices of Emergency Management and the California Department of Insurance. Both events were well received with record turnouts. Also mentioned was the CERT training provided by LA County Fire in which 30 people completed the class training.

Chair Murdock inquired if CERT graduates were from the Peninsula cities only or across the area and asked how resources for CERT work. Slawson clarified that members were Peninsula and South Bay cities as it's an open training conducted by LA County Fire. Peninsula Resident Steve Friedrich is leading the CERT program on the Peninsula and coordinates with those in the Peninsula Area. Member Wilson shared he has taken the CERT training and highly recommends it.

Mayor Huff suggested and asked if the list of 30 graduates could be shared with this committee or at least city staff receive the list of residents who have been certified to share with Neighborhood Watch, so neighborhoods know who has been certified and who has Ham Radios which would be helpful. Swanson responded that she could work with the CERT Coordinator to share those contacts with the cities.

No public comment on this item

C. STATUS UPDATE ON PENINSULA WILDFIRE CAMERAS (RPV VERBAL REPORT)

Sr. Administrative Analyst, Emergency Preparedness, Jesse Villalpando provided an update on Peninsula Wildfire Camera Project initiative undertaken by the Peninsula Cities. In October 2022 RPV entered a five-year agreement with Pano AI which amounts to $700,000 and in November 2022 Assemblymember Muratsuchi announced state funding at $1.5 million for this project. Villalpando reported that four locations were strategically selected; RPV City Hall monopole, City of Torrance monopole (which is situated in a public storage lot at Lomita and Hawthorne Blvd and faces the north side of the Peninsula) Terranea Resort, and a San Pedro Hill monopole. Current update includes installation completed at RPV City Hall, Torrance monopole and Terranea which are up and functional and alerting at this time. The San Pedro monopole is awaiting final approval.

Villalpando also reported smoke detection performance has been noteworthy and has detected several minor fires prior to a 911 call. Pano AI has been successfully integrated with LA County Fire's active alert system. Alerts are being observed by Chief Bennet, and the 911 dispatch floor supervisor and can be forwarded to field units as appropriate.

Next steps are expanding user base for incident notifications to feature steps to include enhanced coordination with our public safety partners, and a specific user list as well as standard operating procedures.

Also mentioned by Villalpando is access to the Pano AI platform by public safety partners including the Sheriff's Department Palos Verdes Estates Police Department, fire department and other relevant public safety departments. And the Peninsula cities will have access to receive real time alerts.

No public comment on this item.

D. LOS ANGELES COUNTY FIRE DEPARTMENT UPDATE (LACOFD VERBAL REPORT)

Chief Bennet thanked attendees for the great communication and relationships fostered over the years. And congratulated the committee on emergency response and preparedness efforts.

Bennett stated that from the beginning of May, 20,596 defensible space inspections were performed on the Peninsula. Of those, a little over 200 received violations. Currently, there are 19 that have received citations.

Which means those 19 homes went through two inspections from your local engine companies and then given to forestry department for citations. This reflects success because of the work done in home hardening, education, disaster planning. We are expecting another 5,000 inspections next year.

Bennett also stated that they are working with the forestry department, with Cal Fire and trying to get a little better public education and get it out earlier for our 2024 inspections. Keeping communication, the lines open, we'll be successful and able to do even better next year.

Chief Bennet provided a recap of the 2nd and 3rd quarter statistics which were detailed in the attachments of the minutes.

Chief Bennett added that the small fire in Palos Verdes Estates was captured by the Torrance camera and was making phone calls to dispatch about a minute before our first unit was responded. So very successful. He concluded his report commenting that there is some fire danger in the Santa Monica Mountains, so units would be out patrolling throughout the four peninsula cities today.

Mayor Huff asked Chief Bennett if residents received a letter indicating that they had passed the inspection, is that something they could use for their insurance companies to lower their rates?

Chief Bennett responded that he has talked to the city managers about Firewise and that is a way for the communities that have been successful and done really good work in defensible space to put their successful inspections together and get a group discount as it relates to insurance.

Chair Murdock commented that it's impressive that less than 1% of the homes that were inspected had a citation and then only 10% of those ended up with violations and then citations. And appreciates the commitment and the passion that your people put into that program.

Mayor Huff congratulated Chief Bennett and the public relations of Fire officials as she has received several comments of helpful attitude.

VII. NEW BUSINESS

A. MASS COMMUNICATION (RHE WRITTEN REPORT)

Management Analyst Slawson provided a PowerPoint presentation to the written report attached to the agenda on Mass Communications.

Analyst Slawson introduced two subject matter experts in the field of emergency management and alert and warning notification systems.

Ms. Brandy Villanueva, who supports the Peninsula cities in her role as a Disaster Management Area Coordinator (DMAC), and

Ms. Soraya Sutherlin, who administers Alert SouthBay Emergency Operations.

Ms. Slawson highlighted some of the city specific methods of communication and noted that the peninsula cities utilize the jointly established PVPready.gov website to also disseminate important information related to emergency preparedness and zone or evacuation information. There's a lot of overlapping communication systems in place such as social media apps, websites and of course the Alert South Bay Notification system. Rolling Hills has HOA biweekly newsletters, and some social media and then the new emergency siren notification system that they are looking at.

She concluded that the website Alert South Bay and Rolling Hills Estates uses Alert South Bay for a public channel and then also utilizes the system for an equestrian specific channel as well.

Member Dieringer reminded the committee of her request from the May 2023 PPSC meeting to discuss a drill to simulate a fire to demonstrate how ZoneHaven would work. And that Chair Murdock also requested a plan for a drill as well. A request was made in May to have staff provide a report for the August 2023 meeting, which did not take place. And again, requested research be done regarding all the available mass notification siren systems and availability of grants to support funding for that for a peninsula wide siren system.

Management Analysts Slawson referred to the next Verbal Report of a Peninsula Functional Exercise and potential evacuation exercise.

Assistant to the City Manager, Alexa Davis clarified whether Member Dieringer was looking for a specific grant related to sirens or other communications.

Member Dieringer reiterated that the May 2023 PPSC meeting made a motion to task staff with investigating the need to have a siren system at least investigated to see what's available that could be done peninsula wide, so that all the peninsula cities can have a siren. Clarifying that there are emergency and verbal communications from the siren system that will direct residents during the emergency, that is in coordination with ZoneHaven and all the other means that notify residents so that it works in tandem.

City Manager Mihranian recommended that the committee receive and file this communications report and Member Dieringer's motion request that the remaining two cities of PVE and RHE, take that information, present it to their council, and then we can bring what the polls would look like, what the costs may be, where they could possibly be located, what the heights would be so that information could be presented at the February meeting.

Member Alexa Davis referred to the area experts, which is Soraya Sutherlin, who's part of Alert South Bay, but also emergency communications manager and Brandy Villanueva, our Area G coordinator for input. Commenting that now preliminary research shows that sirens aren't advisable as an effective communication tool but doesn't exclude the committee from exploring it.

Chair Murdock stated concerns in the reliability of Internet, phones, things that in an emergency may not be available to us and posed the question, what other tools are available to us in the event the phone system and other electronic options are not working.

Soraya Sutherlin, Alert SouthBay added that we need to employ all the tools in the toolbox and not rely solely on cell phone data, it's not relying on landline data. Suggesting that we should look at every deployable way that we're going to reach residents. We want to ensure interoperability. If that's sirens something that is going to be installed or looked at long term, it should be interoperable with other communication systems that are already pre-established. With sirens they must be well understood what the meaning of those sirens are and whatever connectivity that one city employs, it's something that all cities truly collaborate in. Because as we all know, based on wind direction and the way noise travels, that one city doing one thing is truly going to affect and impact other cities.

Brandy Villanueva, Area G DMAC added that because of the unique nature of the Peninsula in terms of evacuation, if one community starts an evacuation or sets off a siren that could be alerting other communities in which at that moment, we may be doing a staged type of evacuation. So, what does that communication process look like to ensure that we are able to effectively evacuate the hill, as our first responders are requesting us to do so without impacting that evacuation? The fact that as the siren in Rolling Hills is installed and the other cities continue to evaluate, it needs to be a regional consideration regarding communications. Which is why part of our communication strategies, not just with the Peninsula, but with all of Area G, is the Alert SouthBay system, where all our area cities are on the same platform, so we can do regional messaging in a much more efficient manner.

Chair Murdock indicated concerns that require clarification for the need to educate the surrounding area, those living outside of Rolling Hills on what to do when they hear a siren.

Soraya Sutherlin posed the questions; what do these tones mean? Where can they get more information? The expectation must be well understood, not just by local officials, but also by residents. What is the expectation when those sirens go off? And then how do you quell that nervous system, the anxiety, the fear, if they are hearing a siren, but it may not necessarily be affecting their area. We want to ensure that if something's happening in one city, there's proper communication also occurring in the other cities. So, it's critical that when those sirens are activated, that follow up communication is happening almost instantaneously. So that works well with unified command, with Chief Bennett and his team, and the local LASD or local Palos Verdes Estates Police Departments to ensure that communication is consistent, efficient, and it's one voice messaging, as we start pushing out notifications across the Peninsula cities.

City Manager Greg Grammer suggested that we come to the February meeting with a report from Rolling Hills on their system and discuss interest from other cities to take back to respective councils and to provide a better understanding of how the sirens work. Then if the council is interested in pursuing each city can determine how to move forward.

Chair Murdock agreed.

Communications from the Public;

Larry Maizlish offered to make comments at a later date to assumptions on the performance of siren system. In commenting on the verbal report, Mr. Maizlish appreciated the Genesis Project App (formerly ZoneHaven) being mentioned. He added that the Protect App is the official Know Your Zone evacuation alerting and notification system that can wake people as most mobile devices are silenced at night. He doesn't recommend the Everbridge App.

Chair Murdock asked if we have the ability of staff to see how many residents have signed up for PVPReady to know coverage and/or infiltration.

Management Analyst Slawson responded that for PVPReady.gov we have the ability with website analytics and with the alert notification system subscription list for each city. She also reminded the committee of the cities' capabilities to send Wireless Emergency Alerts (WEA) much like an Amber Alert through the subscription based or Reverse 911.

B. **PENINSULA FUNCTIONAL EXERCISE (RPV VERBAL REPORT)**

Sr. Administrative Analyst, Emergency Preparedness, Jesse Villalpando provided information on the Peninsula cities' emergency evacuation

exercise. The exercise is expected to be held in February 2024 with exercise objectives being to provide practice emergency evacuation procedures in a controlled environment.

Villalpando also shared that the exercise will aim to:

- Test the Peninsula city's new evacuation tools (Stonehaven, Pano AI, and our mass notification systems).
- Testing the ability to disseminate zone specific information.
- To lay the groundwork for potential full scale, maybe a multi-day exercise.
- Simulate a wildfire incident.
- Include real world deployment and simulated deployment of resources.
- The establishment of an incident command post by relevant public safety officials.

Essentially, Peninsula residents will be prompted through a mass notification system to participate in the simulated exercise but be encouraged to take it like it was an actual evacuation to gather what supplies they can gather for emergency evacuation purposes.

Within the span of 15 minutes, residents will be encouraged to physically evacuate their homes to a neighborhood meeting spot or just their front yard.

The Del Sero community on Rancho Palos Verdes, has been identified as a targeted zone message. Collaborating with them to issue a zone-specific message to only their community that tests that capability.

Also suggested was a resource fair immediately following to offer evacuation resources and more information.

The outreach and awareness campaign may require distributing up to three mailers with costs being covered through possible sponsorships and other funding sources.

Member Dieringer asked for clarification if this was only for RPV. Villalpando responded that the exercise would involve messaging to the entire peninsula. Although an RPV community participation has been identified, other cities are excluded and shared that an update will be provided at the February 1, 2024, meeting of the PPSC.

No public comment on this item.

VIII. OTHER MATTERS FROM THE PALOS VERDES PENINSULA PUBLIC SAFETY COMMITTEE MEMBERS

None stated.

ADJOURNMENT

There being no further business before the Palos Verdes Peninsula Public Safety Committee, Chair Murdock adjourned the meeting at 8:58 a.m. The next meeting is scheduled to be held **Thursday, February 1, 2024**, at 7:30 a.m.

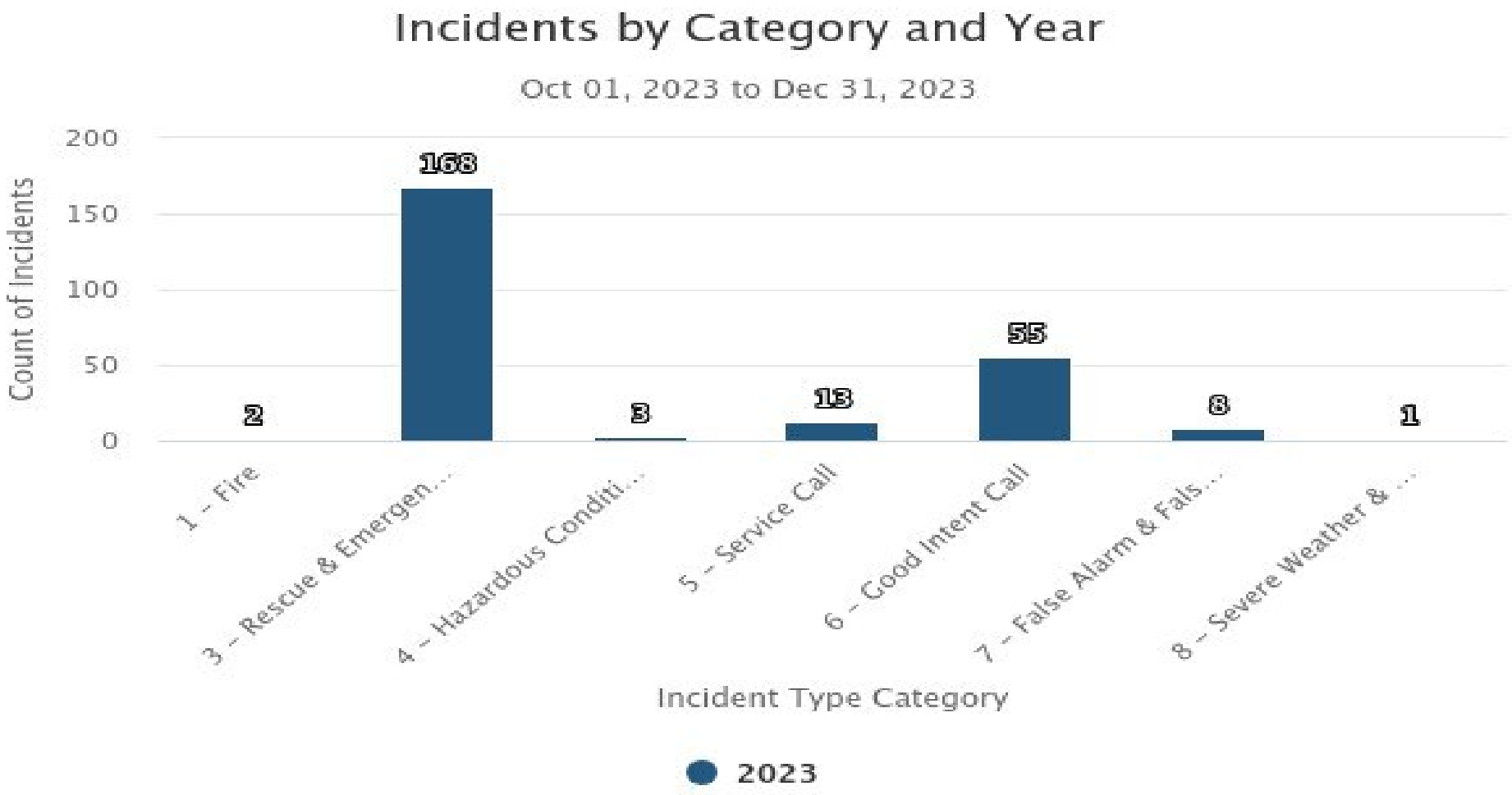
Respectfully submitted,

_____
Marcelle Herrera,
Interim Community Relations Officer
Palos Verdes Estates Police Department

Approved,

_____
Dawn Murdock
Chair and Mayor
City of Palos Verdes Estates

COUNTY OF LOS ANGELES FIRE DEPARTMENT
CITY OF PALOS VERDES ESTATES STATISTICS
OCTOBER - DECEMBER 2023



Los Angeles County Fire Department

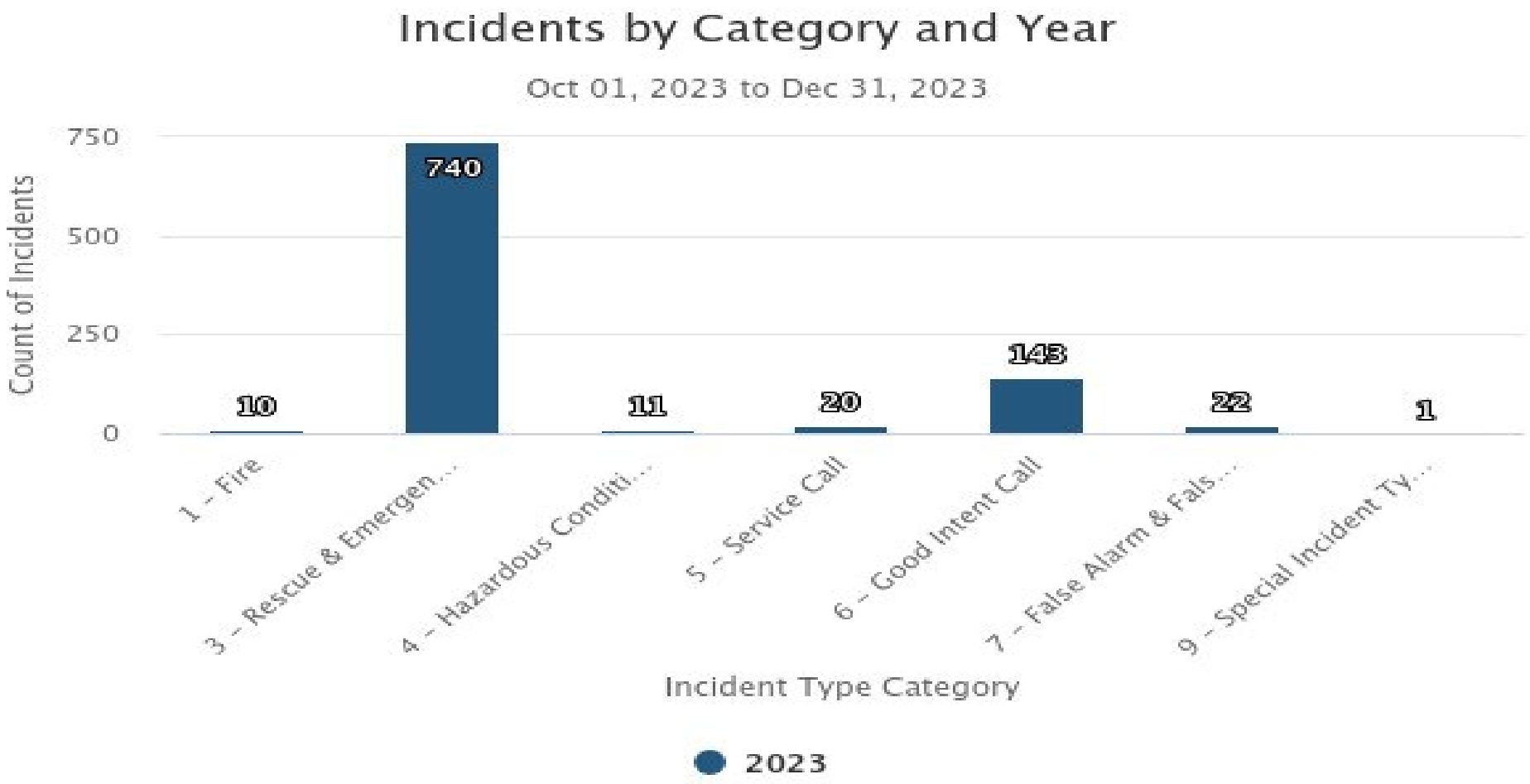
Palos Verdes Estates Response Time - 4th Quarter of 2023

Incident Type Category	Interquartile Range	Number of Incidents	Average Response Time*
FALSE ALARM, FALSE CALL		8	08:05
FIRE, EXPLOSION		2	08:19
GOOD INTENT CALL		55	07:29
HAZARDOUS CONDITION		4	10:06
RESCUE, EMS		167	06:43
SERVICE CALL		13	09:55
TOTAL	00:09 - 13:55	**249**	**07:02**

Interquartile Outlier Factor = 1.5
Grouped by Incident Type Category
Includes only first arriving unit responses
Records meeting the following Criteria are always excluded:

1. Unit did not arrive and/or On Scene (arrival) Time is null
2. On Scene (arrival) Time = Clear Time
3. Apparatus Action <> 93 - Cancelled En Route

COUNTY OF LOS ANGELES FIRE DEPARTMENT
CITY OF RANCHO PALOS VERDES STATISTICS
OCTOBER - DECEMBER 2023



Los Angeles County Fire Department

Rancho Palos Verdes Response Time - 4th Quarter of 2023

Incident Type Category	Interquartile Range	Number of Incidents	Average Response Time*
FALSE ALARM, FALSE CALL		22	07:12
FIRE, EXPLOSION		9	06:14
GOOD INTENT CALL		139	06:31
HAZARDOUS CONDITION		11	06:13
RESCUE, EMS		737	06:13
SERVICE CALL		20	07:04
SPECIAL OR OTHER INCIDENT TYPE		8	03:19
TOTAL	-00:22 - 13:14	**946**	**06:15**

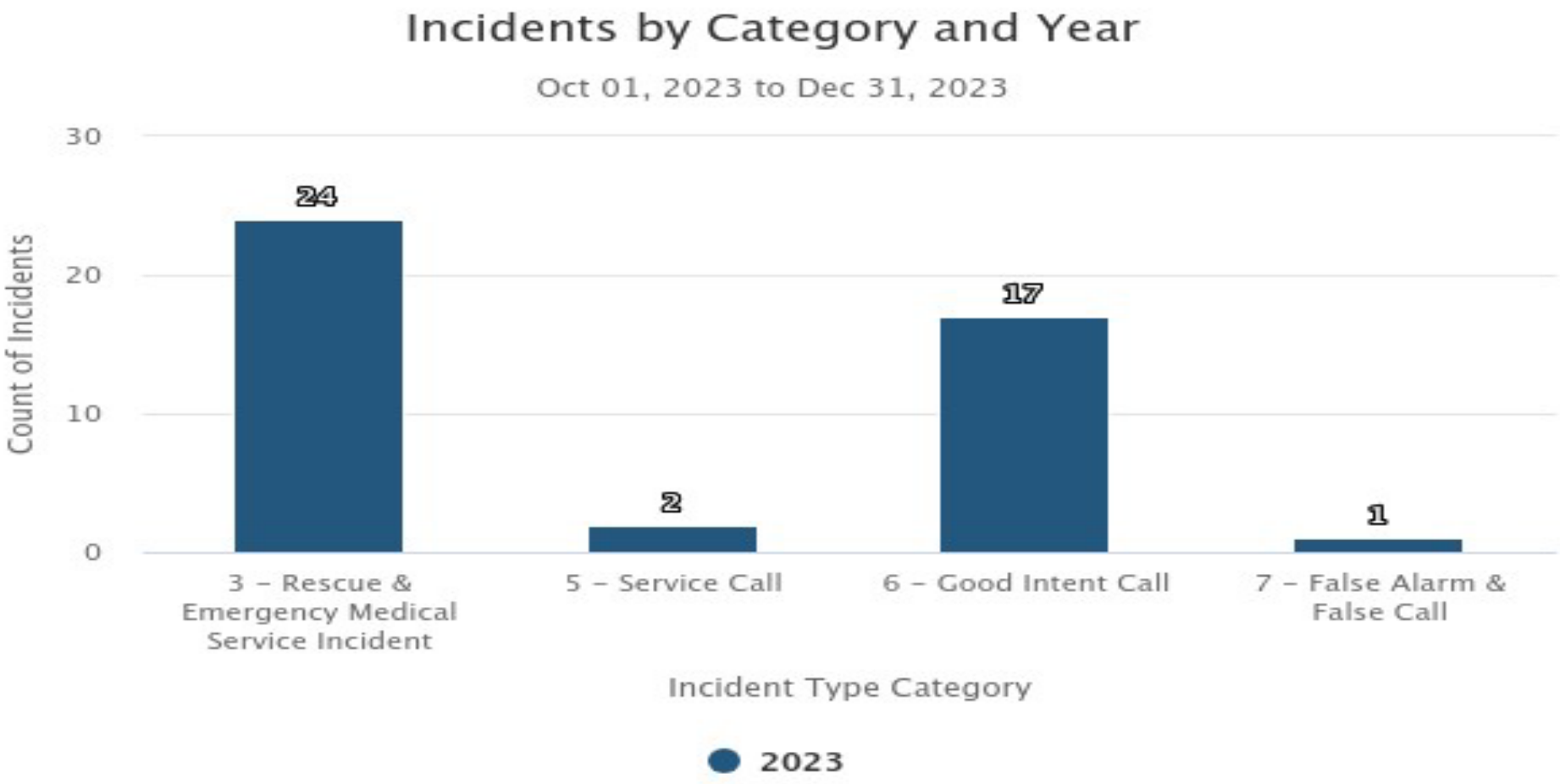
Interquartile Outlier Factor = 1.5
Grouped by Incident Type Category
Includes only first arriving unit responses
Records meeting the following Criteria are always excluded:

1. Unit did not arrive and/or On Scene (arrival) Time is null
2. On Scene (arrival) Time = Clear Time
3. Apparatus Action <> 93 - Cancelled En Route

COUNTY OF LOS ANGELES FIRE DEPARTMENT

CITY OF ROLLING HILLS STATISTICS

OCTOBER - DECEMBER 2023



Los Angeles County Fire Department

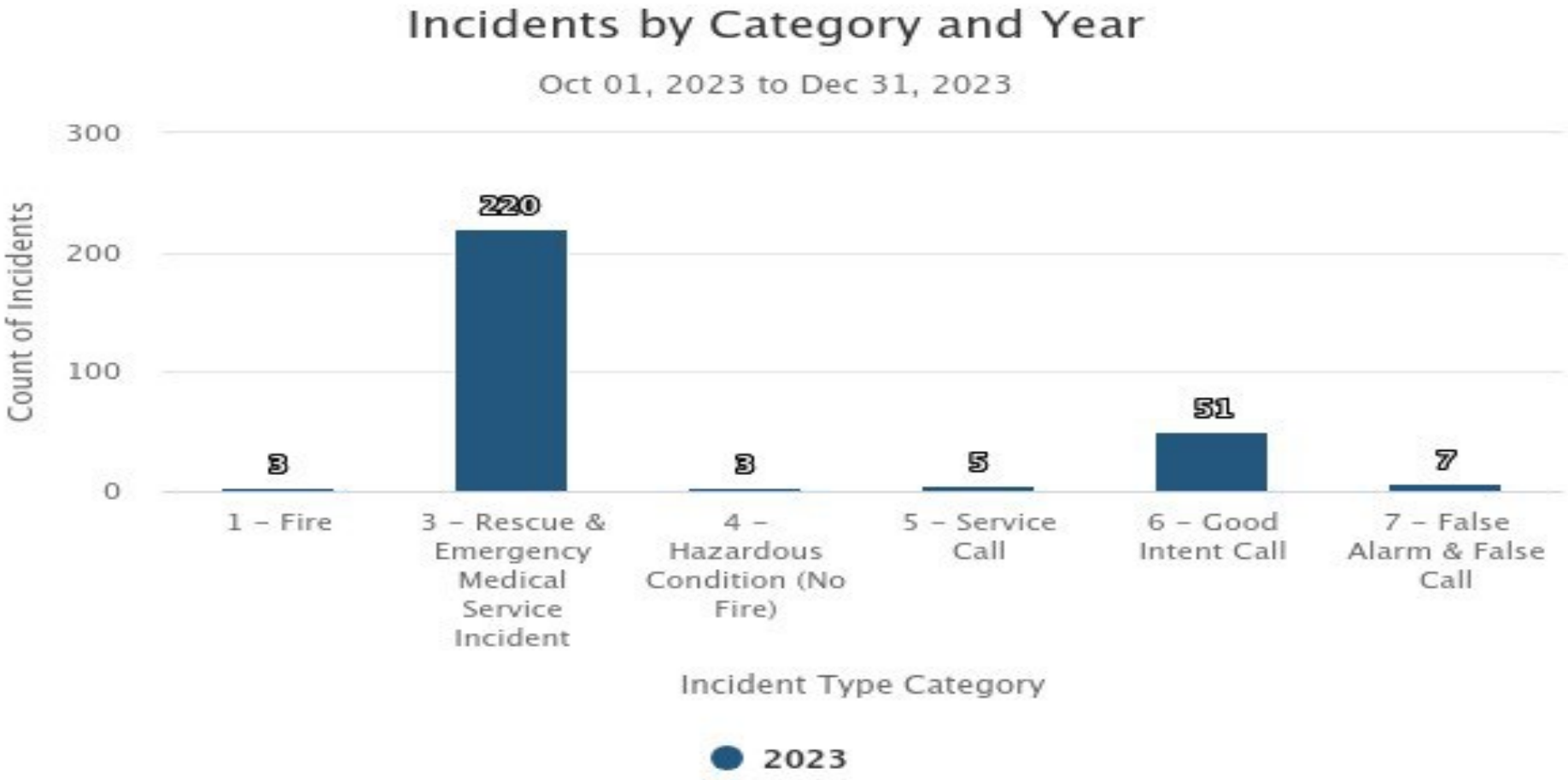
Rolling Hills Response Time - 4th Quarter of 2023

Incident Type Category	Interquartile Range	Number of Incidents	Average Response Time*
FALSE ALARM, FALSE CALL		1	01:49
GOOD INTENT CALL		17	05:09
RESCUE, EMS		24	06:24
SERVICE CALL		2	09:11
TOTAL	-01:19 - 12:35	**44**	**06:03**

Interquartile Outlier Factor = 1.5
Grouped by Incident Type Category
Includes only first arriving unit responses
Records meeting the following Criteria are always excluded:

1. Unit did not arrive and/or On Scene (arrival) Time is null
2. On Scene (arrival) Time = Clear Time
3. Apparatus Action <> 93 - Cancelled En Route

COUNTY OF LOS ANGELES FIRE DEPARTMENT
CITY OF ROLLING HILLS ESTATES STATISTICS
OCTOBER - DECEMBER 2023



Los Angeles County Fire Department

Rolling Hills Estates Response Time - 4th Quarter of 2023

Incident Type Category	Interquartile Range	Number of Incidents	Average Response Time*
FALSE ALARM, FALSE CALL		7	06:45
FIRE, EXPLOSION		3	05:36
GOOD INTENT CALL		51	05:59
HAZARDOUS CONDITION		2	06:12
RESCUE, EMS		217	05:19
SERVICE CALL		5	06:52
SPECIAL OR OTHER INCIDENT TYPE		2	07:03
TOTAL	-02:08 - 13:01	**287**	**05:27**

Interquartile Outlier Factor = 1.5
Grouped by Incident Type Category
Includes only first arriving unit responses
Records meeting the following Criteria are always excluded:

1. Unit did not arrive and/or On Scene (arrival) Time is null
2. On Scene (arrival) Time = Clear Time
3. Apparatus Action <> 93 - Cancelled En Route

Westmed/McCormick Ambulance

Palos Verdes Estates

October 2023

Date Period	1-7	8-14	15-21	22-28	29-31		
Response Period	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Total
0:00 to 8:59	6	6	11	8	4		35
9:00 to 14:59	7	1	6	5	3		22
15:00 +	0	0	1	1	0		2

	Week 1	Week2	Week3	Week4	Week 5	Week 6	Total
Total Responses	**13**	**7**	**18**	**14**	**7**	**0**	**59**
Total On Time	**6**	**6**	**11**	**8**	**4**	**0**	**35**
Total Late	**7**	**1**	**7**	**6**	**3**	**0**	**24**

Total Compliance: 59.3%

Westmed/McCormick Ambulance

Palos Verdes Estates

November 2023

Date Period	1-4	5-11	12-18	19-25	26-30		
Response Period	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Total
0:00 to 8:59	5	3	4	8	6		26
9:00 to 14:59	2	5	3	3	4		17
15:00 +	1	0	1	1	1		4

	Week 1	Week2	Week3	Week4	Week 5	Week 6	Total
Total Responses	**8**	**8**	**8**	**12**	**11**	**0**	**47**
Total On Time	**5**	**3**	**4**	**8**	**6**	**0**	**26**
Total Late	**3**	**5**	**4**	**4**	**5**	**0**	**21**

Total Compliance: 55.3%

Westmed/McCormick Ambulance

Rancho Palos Verdes

October 2023

Date Period	1-7	8-14	15-21	22-28	29-31		
Response Period	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Total
0:00 to 8:59	31	33	21	24	8		117
9:00 to 14:59	21	14	28	19	7		89
15:00 +	9	4	4	7	2		26

	Week 1	Week2	Week3	Week4	Week 5	Week 6	Total
Total Responses	**61**	**51**	**53**	**50**	**17**	**0**	**232**
Total On Time	**31**	**33**	**21**	**24**	**8**	**0**	**117**
Total Late	**30**	**18**	**32**	**26**	**9**	**0**	**115**

Total Compliance: 50.4%

Westmed/McCormick Ambulance

Rancho Palos Verdes

November 2023

Date Period	1-4	5-11	12-18	19-25	26-30		
Response Period	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Total
0:00 to 8:59	12	30	25	27	25		119
9:00 to 14:59	10	22	14	12	20		78
15:00 +	6	4	6	7	4		27

	Week 1	Week2	Week3	Week4	Week 5	Week 6	Total
Total Responses	**28**	**56**	**45**	**46**	**49**	**0**	**224**
Total On Time	**12**	**30**	**25**	**27**	**25**	**0**	**119**
Total Late	**16**	**26**	**20**	**19**	**24**	**0**	**105**

Total Compliance: 53.1%

Westmed/McCormick Ambulance

Rolling Hills

October 2023

Date Period	1-7	8-14	15-21	22-28	29-31	31	
Response Period	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Total
0:00 to 8:59	2	0	1	1	0	0	4
9:00 to 14:59	0	0	1	0	0	0	1
15:00 +	0	0	0	1	0	0	1

	Week 1	Week2	Week3	Week4	Week 5	Week 6	Total
Total Responses	**2**	**0**	**2**	**2**	**0**	**0**	**6**
Total On Time	**2**	**0**	**1**	**1**	**0**	**0**	**4**
Total Late	**0**	**0**	**1**	**1**	**0**	**0**	**2**

Total Compliance: 66.7%

Westmed/McCormick Ambulance

Rolling Hills

November 2023

Date Period	1-4	5-11	12-18	19-25	26-30		
Response Period	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Total
0:00 to 8:59	1	0	0	1	0		2
9:00 to 14:59	3	0	1	1	0		5
15:00 +	0	0	0	1	0		1

	Week 1	Week2	Week3	Week4	Week 5	Week 6	Total
Total Responses	**4**	**0**	**1**	**3**	**0**	**0**	**8**
Total On Time	**1**	**0**	**0**	**1**	**0**	**0**	**2**
Total Late	**3**	**0**	**1**	**2**	**0**	**0**	**6**

Total Compliance: 25.0%

Westmed/McCormick Ambulance

Rolling Hills Estates

October 2023

Date Period	1-7	8-14	15-21	22-28	29-31		
Response Period	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Total
0:00 to 8:59	13	11	17	11	1		53
9:00 to 14:59	4	1	2	0	2		9
15:00 +	2	0	1	0	0		3

	Week 1	Week2	Week3	Week4	Week 5	Week 6	Total
Total Responses	**19**	**12**	**20**	**11**	**3**	**0**	**65**
Total On Time	**13**	**11**	**17**	**11**	**1**	**0**	**53**
Total Late	**6**	**1**	**3**	**0**	**2**	**0**	**12**

Total Compliance: 81.5%

Westmed/McCormick Ambulance

Rolling Hills Estates

November 2023

Date Period	1-4	5-11	12-18	19-25	26-30		
Response Period	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Total
0:00 to 8:59	7	12	8	13	10		50
9:00 to 14:59	1	1	3	1	5		11
15:00 +	0	1	1	0	1		3

	Week 1	Week2	Week3	Week4	Week 5	Week 6	Total
Total Responses	**8**	**14**	**12**	**14**	**16**	**0**	**64**
Total On Time	**7**	**12**	**8**	**13**	**10**	**0**	**50**
Total Late	**1**	**2**	**4**	**1**	**6**	**0**	**14**

Total Compliance: 78.1%

MEMORANDUM

TO:	**PENINSULA PUBLIC SAFETY COMMITTEE**
FROM:	**CITY MANAGERS**
DATE:	**FEBRUARY 01, 2024**
SUBJECT:	**REGIONAL AUTOMATED LICENSE PLATE RECOGNITION (ALPR) CAMERA SYSTEM**
PREPARED BY:	**Jessica Slawson, Management Analyst**
	Alexa Davis, Assistant City Manager

RECOMMENDATION

Continue to fund and support the Regional Automated License Plate Recognition (ALPR) Camera System and direct staff to return to each of their respective City Councils with an amendment to the existing Memorandum of Understanding (MOU) Agreement for the camera replacement purchase.

BACKGROUND AND DISCUSSION

The Peninsula Public Safety Committee (PPSC) oversees regional emergency preparedness and public safety efforts which also includes cross-jurisdictional collaboration with the Palos Verdes Peninsula (PVP) cities and law enforcement (Los Angeles County Sheriff's Department and Palos Verdes Estates Police Department).

The Regional ALPR Camera System was originally discussed in early 2016 at the Regional Contract Law Committee which is comprised of the three cities on the PVP: Rancho Palos Verdes, Rolling Hills, and Rolling Hills Estates who contract public safety services with the Los Angeles County Sheriff's Department. At that time, it was recommended that the City of Palos Verdes Estates be included for Peninsula joint-effort against crime by establishing a regional ALPR camera system.

ALPR is a technology that allows a camera to scan numerous vehicle license plates quickly in an objective manner and compares the plate information against law enforcement databases containing vehicles of interest such as: stolen vehicles, Amber Alerts, missing persons, felon vehicles and more. Law enforcement is immediately notified

if there is a match which leads to more arrests and efficiency in the deployment of deputies. All captured license plate data enters a searchable database, which is advantageous for law enforcement as an integral tool for investigations. Additionally, the ALPR technology is used by numerous South Bay law enforcement agencies and has interoperability advantages that extend throughout the county, state, and country.

At the Regional Contract Law Committee's February 11 and May 12, 2016 meetings, the strategic locations for camera placement were approved by the Committee. The selected locations are key ingress and egress points throughout the PVP that cover highly trafficked intersections. Within the determination of camera placement, a cost sharing formula was also developed to fund the joint-project and ultimately a Memorandum of Understanding (MOU) was taken to respective PVP city councils for approval in June of 2016 (Attachment A). The cost sharing formula is based on city population, number of dwelling units and area square footage. One-time infrastructure costs were also included in the regional project as some areas lacked suitable infrastructure such as traffic signal light fixtures where ALPR cameras are typically installed.

The current regional camera system has been in place for approximately seven years. Los Angeles County Sheriff's Department and Palos Verdes Estates Police Department have identified failing regional ALPR camera equipment among the established network. The purchase of the ALPR cameras through vendor Vigilant Solutions provided a five-year warranty, which expired in 2021. The cameras are now out of warranty, past their useful life and in need of replacement.

The cities of Rancho Palos Verdes and Rolling Hills Estates have since expanded coverage within their individual jurisdictions. The newly added locations are not included in the joint Peninsula city MOU and the associated costs are only borne by cities that have separate contracts and alternate maintenance schedules with vendor Vigilant Solutions. The additional cameras are not part of the regional MOU, however, are functioning and not in need of replacement at this time.

City staff have discussed the need for replacement of the regional ALPR camera system and worked with camera vendor Vigilant Solutions and local law enforcement to obtain a new contract quote for the purchase of new cameras (Attachment B). No new infrastructure is required as the new cameras will utilize existing infrastructure. The new cameras are now equipped with new technological advances that are beneficial to public safety personnel. The new features include higher resolution quality, and the ability to recognize paper license plates, digital license plates, and black/yellow license plates. Some of the recommended quoted cameras cover two vehicle lanes per camera reducing the need/installation of equipment on City infrastructure whereas existing cameras only cover one vehicle lane per camera, ultimately reducing cost.

Law enforcement has expressed a need to replace the outdated equipment as it is a primary tool in crime apprehension and investigations. The purchase of new ALPR cameras and equipment through the cost sharing formula is listed below and detailed in Attachment C and would be incorporated into an amended MOU Agreement to be taken to each respective City Councils for approval. Each city is responsible for annual cellular connectivity/data charges.

COST ALLOCATION FORMULA ("FORMULA")	
Member	**Percentage**
City of Palos Verdes Estates	20%
City of Rancho Palos Verdes	60%
City of Rolling Hills	7%
City of Rolling Hills Estates	13%

To secure a $39,000 discount with the contract vendor, the contract must be executed within this fiscal year or within the 90-day contract quote. Staff have also corresponded with law enforcement who have relayed the urgency in replacing cameras to use the system in crime prevention and apprehension.

Vigilant Solutions Contract Quote Total (purchase and installation)

Subtotal Price	$492,331.00
Total Discount	$39,000.00
Sales Tax	$21,418.68
Total Price	**$474,749.68**

**Attachment No. 2, Page 4*

City Cost Share Total

City	Cost Share Percentage	Amount
Palos Verdes Estates	20%	$94,950
Rancho Palos Verdes	60%	$284,850
Rolling Hills	7%	$33,232
Rolling Hills Estates	13%	$61,718
Total *(rounded*)*	**100%**	**$474,750***

ATTACHMENTS

1. PVP Cities Regional ALPR Camera System MOU Agreement (2016)
2. ALPR Cost Contract Quote
3. ALPR Cost Contract Spreadsheet

MEMORANDUM OF UNDERSTANDING BETWEEN THE CITIES OF PALOS VERDES ESTATES, RANCHO PALOS VERDES, ROLLING HILLS, AND ROLLING HILLS ESTATES RELATING TO PLACEMENT AND MAINTENANCE OF AUTOMATED LICENSE PLATE RECOGNITION CAMERAS AROUND THE PALOS VERDES PENINSULA

THIS MEMORANDUM OF UNDERSTANDING ("MOU") is made this 21st day of JUNE, 2016, between the CITY OF PALOS VERDES ESTATES, a municipal corporation ("Palos Verdes Estates"), the CITY OF RANCHO PALOS VERDES, a municipal corporation ("Rancho Palos Verdes" or "Lead Agency"), the CITY OF ROLLING HILLS, a municipal corporation ("Rolling Hills"), and the CITY OF ROLLING HILLS ESTATES, a municipal corporation ("Rolling Hills Estates"). Each of the foregoing is sometimes referred to herein as "Member", or collectively as "Members."

RECITALS

WHEREAS, the cities of Palos Verdes Estates, Rancho Palos Verdes, Rolling Hills, and Rolling Hills Estates (collectively, the "Members") are four cities on the Palos Verdes Peninsula; and

WHEREAS, the Members have a joint interest in reducing crime on the Palos Verdes Peninsula; and

WHEREAS, the Members desire to enter into a contract with an Automated License Plate Recognition ("ALPR") service provider to purchase, install, and maintain cameras at various entry-points to the Palos Verdes Peninsula with the data being processed through the Los Angeles County Sheriff's Department which is the contract law enforcement agency with three of the four cities, Palos Verdes Estates having its own department; and

WHEREAS, the Members desire to divide the costs of the Automated License Plate Recognition contract among themselves.

AGREEMENT

NOW, THEREFORE, in consideration of the promises, terms, conditions and covenants contained herein, the parties agree as follows:

1. Recitals Incorporated. The recitals set forth above are hereby incorporated by reference and made a part of this MOU, as are the exhibits hereto.

2. Purposes. The purpose of this MOU is to cooperatively fund the placement and maintenance of ALPR cameras (the "ALPR System" or "System") and to administer the contract with the Automated License Plate Recognition service provider.

3. Initiation and Term.

(a) Initiation of MOU. Upon the adoption of a resolution approving the MOU by any member, and provided that thereafter within 60 days of such adoption, at least two (2) other members including the Lead Agency having adopted such resolution, this MOU shall become effective.

(b) Effective Date of MOU. This MOU shall become effective on the last date to occur of the following: (i) adoption of a resolution of approval by at least three (3) members, and (ii) Lead Agency executing the ALPR contract ("Effective Date").

(c) Term. The MOU shall remain in effect from the Effective Date until termination in accordance with Section 9, and the termination of the ALPR Contract (including any extensions to the ALPR Contract).

4. Lead Agency. The City of Rancho Palos Verdes agrees:

(a) ALPR Contract. To negotiate and, following review and approval by the Member representatives, enter into a contract ("ALPR Contract") with an ALPR service provider ("ALPR Contractor" or "Contractor") to purchase, install, and maintain an ALPR System at the locations identified in Exhibit B. The other Members are not in privity of contract with the ALPR Contractor and the Lead Agency relies on the members to fulfill their obligations hereunder. Lead Agency shall notify the other Members in writing at least 10 days prior to any proposed change to the ALPR Contract.

(b) Invoice. To invoice the Members in amounts not exceeding the invoice amounts shown in Exhibit A.

(c) Expenditure. To utilize the funds deposited by the Members only for the administration of the ALPR Contract and to operate and maintain the System.

(d) Accounting. To provide an accounting of the ALPR Contract costs, and to provide such accounting to the Members within 60 days following (i) the end of each fiscal year (June 30) that this MOU remains in effect, (ii) the withdrawal of any Member, (iii) the termination of the Agreement, or (iv) the request of any Member.

(e) Reports. To provide to the Members periodic reports concerning the performance of the System, at such frequency as the Members may mutually agree.

5. Duties of All Members. The Members agree:

(a) Payment. To pay to the Lead Agency their proportional share of the ALPR Contract as shown in Exhibit A and any other costs authorized hereunder to operate the System. The cost estimates presented in Exhibit A have been agreed upon by the Members and are subject to changes in the actual cost of the ALPR Contract. Each Member is required to pay for its own costs, including any charged by the APLR Contractor under a separate agreement with the Contractor. The percentages to be paid by each Member under the Cost Allocation Formula (the "Formula") are as follows:

COST ALLOCATION FORMULA ("FORMULA")	
Member	**Percentage**
City of Palos Verdes Estates	20%
City of Rancho Palos Verdes	60%
City of Rolling Hills	7%
City of Rolling Hills Estates	13%

(b) Documentation. To make a good faith effort to cooperate with one another to achieve the purposes of this MOU by providing all requested information and documentation in their possession and available for release to the ALPR Contractor that is deemed necessary by the Members to implement the ALPR Contract.

(c) Access. To allow reasonable access and entry to the ALPR Contractor, on an as needed basis during the term of this MOU, to each Member's property to achieve the purposes of this MOU and the ALPR Contract.

(d) Site Preparation. To prepare each camera location within its borders, as depicted in Exhibit B, to pay all costs therefore, and to coordinate with the ALPR Contractor the times in which the Member and the ALPR Contractor will install any required poles, utility boxes, and/or camera equipment.

(e) Permitting. To assist the ALPR Contractor in obtaining any required permits.

6. Obligation for Debts and Liabilities.

(a) Except as otherwise specifically provided herein, no Member shall be individually responsible for any of the debts, liabilities or obligations of any other Member, nor shall they have any liabilities under the ALPR Contract, but they shall be responsible for paying the Lead Agency as provided herein so Lead Agency can maintain and operate the System.

(b) This MOU does not create any legal entity under the Joint Exercise of Powers Act(Govt. Code Sec. 6500 et. seq.) or any other law, which would authorize the execution of contracts, provide the right to sue or be sued, or which would otherwise create a separate legal entity under the laws of California. Instead, this MOU establishes a mutual understanding to carry out a project beneficial to existing governmental entities to promote public safety.

7. Indemnification.

(a) Generally. Each Member shall indemnify, defend, and hold harmless each other Member, including its elected and appointed officers, employees, agents, attorneys, and designated volunteers from and against any and all liability, including, but not limited to demands, claims, actions, fees, costs, and expenses (including reasonable attorney's and expert witness fees), arising from or connected with the respective acts of each Member arising from or related to this MOU; provided, however, that no Member is obligated to indemnify another Member for that Member's own negligence or willful misconduct.

(b) Government Code Section 895.2. In light of the provisions of Section 895.2 of the Government Code of the State of California imposing certain tort liability jointly upon public entities solely by reason of such entities being parties to an agreement (as defined in Section 895 of the Government Code), each of the Members hereto, pursuant to the authorization contained in Government Code Sections 895.4 and 895.6, shall assume the full liability imposed upon it or any of its officers, agents, or employees, by law for injury caused by any act or omission occurring in the performance of this MOU to the same extent such liability would be imposed in the absence of Section 895.2 of the Government Code. To achieve the above stated purpose, each Member agrees to indemnify, defend, and holds harmless each other Member for any liability, cost, or expense that may be imposed upon such other Member solely by virtue of Government Code section 895.2. The provisions of Section 2778 of the California Civil Code are made a part hereof as if incorporated herein.

(c) Privileges and Immunities. All of the privileges and immunities from liability, exemptions from laws, ordinances, and rules, all pension, relief, disability, worker's compensation, and other benefits which apply to the activity of officers, agents, or employees of any Member when performing their respective functions within the territorial limits of the Member, shall apply to them to the same degree and extent while engaged in the performance on any of their functions and duties extraterritorially hereunder.

8. Disputes. Each Member shall have a reasonable opportunity to assert matters which it believes have not been undertaken in accordance with the MOU, to explain the basis for such assertion, and to receive from the other Member a justification of its position on such matters. If, on the basis of the Members' review of any terms of the MOU, any Member concludes that another Member has not complied in good faith with the terms of the MOU, then such Member may issue a written "Notice of Non-Compliance" specifying the grounds therefore and all facts demonstrating such non-compliance, which Notice shall be served on the alleged noncompliant Member along with all other Members. The alleged noncompliant Member shall have thirty (30) days to cure or remedy the non-compliance identified in the Notice of Non-Compliance, or if such cure or remedy is not reasonably capable of being cured or remedied within such thirty (30) days period, to commence to cure or remedy the non-compliance and to diligently and in good faith prosecute such cure or remedy to completion. If the Member receiving the Notice of Non-Compliance does not believe it is out of compliance and contests the Notice, it shall do so by responding in writing to said Notice within thirty (30) days after receipt of the Notice. The Notice of Non-Compliance, and any response thereto, must be sent to all Members. If the response to the Notice of Non-Compliance has not been received in the offices of the Member alleging the non-compliance within the prescribed time period, the Notice of Non-Compliance shall be conclusively presumed to be valid. If a Notice of Non-Compliance is contested, the Members shall, for a period of not less than thirty (30) days following receipt of

the response, seek to arrive at a mutually acceptable resolution of the matter(s) occasioning the Notice. The Lead Agency shall notify in writing all Members within fifteen (15) days of any Member failing to cure an alleged non-compliance with the terms or conditions of this MOU. The compliant Members will determine the next course of action, which may include the termination of a Member's participation in the MOU.

9. Termination and Withdrawal.

(a) Termination of MOU. This MOU may be terminated upon the express written agreement of all Members. If this MOU is terminated all costs must be paid under the ALPR Contract with all Members paying their proportionate share in accordance with the Formula. Thereafter, all Members must agree on the equitable redistribution of remaining funds deposited, if there are any. Completed work shall be owned by the Member or Members who fund the completion of such work. Rights to uncompleted work by the ALPR Contractor still under contract will be held by the Member or Members who fund the completion of such work.

(b) Withdrawal. If a Member wishes to withdraw from this MOU for any reason, that Member must give the other Members prior written notice thereof. The remaining Members have the option of maintaining the ALPR cameras at their then-current locations within the borders of the withdrawing Member and assuming the cost thereof, making a proportionate adjustment to the Formula per Section 5. If the remaining Members opt not to maintain the ALPR cameras at their then-current locations within the borders of the withdrawing Member, then the remaining Members shall have the choice to remove the cameras and other System infrastructure at their expense, restoring the location to the status quo ante, or abandoning the property in place to become the property and responsibility of the withdrawing Member. The effective date of withdrawal shall be the sixtieth day after the Lead Agency receives written notice of a Member's intent to withdraw. Should any Member withdraw from this MOU, the remaining Members' cost share allocation, if any, shall be adjusted in accordance with the cost allocation formula in Exhibit A. Each Member shall be responsible for its proportional share of the ALPR Contract costs incurred through the completion of all requirements of the fiscal year.

10. General Provisions.

(a) Cooperation. The Members shall fully cooperate with one another to attain the purposes of this MOU.

(b) Voluntary. This MOU is voluntarily entered into to attain the purposes of this MOU.

(c) Notices. Any notices, bills, invoices, or reports relating to this MOU, and any request, demand, statement, or other communication required or permitted hereunder shall be in writing and shall be delivered to the representatives of the Members at the addresses set forth in Exhibit C attached hereto and incorporated herein by reference. The Members shall promptly notify each other of any change of contact information, including personnel changes, provided in Exhibit C. Written notice shall include notice delivered via e-mail. A notice shall be deemed to have been received on (i) the date of delivery, if delivered by hand during regular

business hours, or by e-mail; or (ii) on the third (3rd) business day following mailing by registered or certified mail (return receipt requested) to the addresses set forth in Exhibit B.

(d) Administration. For the purposes of this MOU, the Members hereby designate as their respective Member representatives the persons named in Exhibit C. The designated Member representatives, or their respective designees, shall administer the terms and conditions of this MOU on behalf of their respective Member.

(e) Relationship of the Members. The Members are, and shall at all times remain as to each other, wholly independent entities. No Member to this MOU shall have power to incur any debt, obligation, or liability on behalf of any other Member unless expressly provided to the contrary by this MOU. No employee, agent, or officer of a Member shall be deemed for any purpose whatsoever to be an agent, employee, or officer of another Member.

(f) Binding Effect. This MOU shall be binding upon, and shall be to the benefit of the respective successors, heirs, and assigns of each Member; provided, however, no Member may assign its respective rights or obligations under this MOU without prior written consent of the other Members.

(g) Amendment. The terms and provisions of this MOU may not be amended, modified, or waived, except by an instrument in writing signed by all non-delinquent Members. For purposes of this subsection, a Member shall be considered delinquent if that Member fails to timely pay an invoice as required by Section 5(a), withdraws pursuant to Section 9(b), or fails to substantially comply with the terms and/or conditions of this MOU pursuant to Section 8.

(h) Law to Govern. This MOU is governed by, interpreted under, and construed and enforced in accordance with the laws of the State of California.

(i) Severability. If any provision of this MOU shall be determined by any court to be invalid, illegal, or unenforceable to any extent, then the remainder of this MOU shall not be affected, and this MOU shall be construed as if the invalid, illegal, or unenforceable provision had never been contained in this MOU.

(j) Entire Agreement. This MOU constitutes the entire agreement of the Members with respect to the subject matter hereof.

(k) Waiver. Waiver by any Member to this MOU of any term, condition, or covenant of this MOU shall not constitute a waiver of any other term, condition, or covenant. Waiver by any Members to any breach of the provisions of this MOU shall not constitute a waiver of any other provision, not a waiver of any subsequent breach or violation of any provision of this MOU.

(l) No Presumption in Drafting. All Members have been represented by legal counsel in the preparation and negotiation of this MOU. Accordingly, this MOU shall be construed according to its fair language. Any ambiguities shall be resolved in a collaborative manner by the Members and shall be rectified by amending this MOU as described in Section 10(g).

(m) Counterparts. This MOU may be executed in counterparts, which together shall constitute the same and entire MOU.

(n) Corporate Authority. The person(s) executing this MOU on behalf of each of the Members hereto represent and warrant that (i) such party, if not an individual, is duly organized and existing, (ii) they are duly authorized to execute and deliver this MOU on behalf of said Member, (iii) by so executing this Member such party is formally bound to the provisions of this MOU, and (iv) the entering into this MOU does not violate any provision of any other agreement to which such party is bound.

IN WITNESS WHEREOF, each of the Members hereto have caused this MOU to be executed and attested by its duly authorized officers as of the dates set forth below.

PALOS VERDES ESTATES

Dated: June 14, 2016

By: Jennifer L. King, Mayor

APPROVED AS TO FORM

Dated: June 14, 2016

By: Christi Hogin, City Attorney

Dated: June 14, 2016

ATTEST:

Vickie Kroneberger, City Clerk

RANCHO PALOS VERDES

Dated: 6/23/16

By: Ken Dyda, Mayor

APPROVED AS TO FORM

Dated: 6/28/16

By: David J. Aleshire, City Attorney

ROLLING HILLS

Dated: 6/14/16

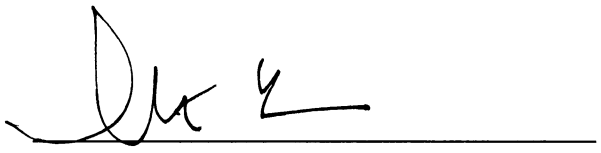
By: Raymond R. Cruz, City Manager

APPROVED AS TO FORM

Dated: 6/13/16

By: Michael Jenkins, City Attorney

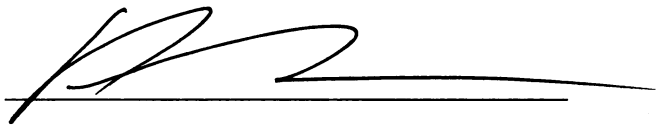
ROLLING HILLS ESTATES



Dated: JUNE 14, 2016

By: STEVE ZUCKERMAN, MAYOR

APPROVED AS TO FORM



Dated: 6-14-16

By: Kane Thayer, Deputy City Attorney

EXHIBIT A

DIVISION OF COSTS

Exhibit A- ALPR Costs

TABLE 1

City	Camera Location	# Cameras	# Comm Boxes	One-Time Costs: Equipment Cost	Infrastructure Cost	Total One-Time	Ongoing Costs: Years 1-5: Cell Cost Annually	Replacement Fund (5-year) Annually	Year 1-5 Ongoing	Ongoing Costs: Year 6 and Beyond with Warranty: Extended Warranty Annually	LEARN Server Annually	Potential Year 6+ Costs
		A	B	C	D	E=C+D	F=(C*$720)	G=(C*1.03)/5 years	H=(F+G)	I=(A*$500)	J=(A*$250)	K=(F+I+J)
[redacted]		4	1	$ 54,328.96	$ 7,500.00	$ 61,828.96	$ 720.00	$ 11,191.77	$ 11,911.77	$ 2,000.00	$ 1,000.00	$ 3,720.00
		2	1	$ 29,200.98	$ -	$ 29,200.98	$ 720.00	$ 6,015.40	$ 6,735.40	$ 1,000.00	$ 500.00	$ 2,220.00
		2	1	$ 29,200.98	$ 18,441.00	$ 47,641.98	$ 720.00	$ 6,015.40	$ 6,735.40	$ 1,000.00	$ 500.00	$ 2,220.00
		2	1	$ 31,300.98	$ -	$ 31,300.98	$ 720.00	$ 6,448.00	$ 7,168.00	$ 1,000.00	$ 500.00	$ 2,220.00
		3	1	$ 40,559.98	$ -	$ 40,559.98	$ 720.00	$ 8,355.36	$ 9,075.36	$ 1,500.00	$ 750.00	$ 2,970.00
		2	1	$ 29,200.98	$ -	$ 29,200.98	$ 720.00	$ 6,015.40	$ 6,735.40	$ 1,000.00	$ 500.00	$ 2,220.00
		2	1	$ 29,200.98	$ -		$ 720.00	$ 6,015.40	$ 6,735.40	$ 1,000.00	$ 500.00	$ 2,220.00
		2	1	$ 29,490.48	$ -	$ 29,490.48	$ 720.00	$ 6,075.04	$ 6,795.04	$ 1,000.00	$ 500.00	$ 2,220.00
		2	1	$ 29,490.48	$ -	$ 29,490.48	$ 720.00	$ 6,075.04	$ 6,795.04	$ 1,000.00	$ 500.00	$ 2,220.00
		2	1	$ 29,490.48	$ -	$ 29,490.48	$ 720.00	$ 6,075.04	$ 6,795.04	$ 1,000.00	$ 500.00	$ 2,220.00
		2	1	$ 29,490.48	$ -	$ 29,490.48	$ 720.00	$ 6,075.04	$ 6,795.04	$ 1,000.00	$ 500.00	$ 2,220.00
		2	1	$ 29,200.98	$ -	$ 29,200.98	$ 720.00	$ 6,015.40	$ 6,735.40	$ 1,000.00	$ 500.00	$ 2,220.00
		3	1	$ 40,560.97	$ -	$ 40,560.97	$ 720.00	$ 8,355.56	$ 9,075.56	$ 1,500.00	$ 750.00	$ 2,970.00
		3	1	$ 40,560.97	$ -	$ 40,560.97	$ 720.00	$ 8,355.56	$ 9,075.56	$ 1,500.00	$ 750.00	$ 2,970.00
		3	1	$ 40,560.97	$ -	$ 40,560.97	$ 720.00	$ 8,355.56	$ 9,075.56	$ 1,500.00	$ 750.00	$ 2,970.00
		1	1	$ 18,126.50	$ -	$ 18,126.50	$ 720.00	$ 3,734.06	$ 4,454.06	$ 500.00	$ 250.00	$ 1,470.00
		3	2	$ 48,520.97	$ 16,500.00	$ 65,020.97	$ 1,440.00	$ 9,995.32	$ 11,435.32	$ 1,500.00	$ 750.00	$ 3,690.00
		2	1	$ 30,171.48	$ 8,250.00	$ 38,421.48	$ 720.00	$ 6,215.32	$ 6,935.32	$ 1,000.00	$ 500.00	$ 2,220.00
		3	3	$ 51,630.18	$ -	$ 51,630.18	$ 2,160.00	$ 10,635.82	$ 12,795.82	$ 1,500.00	$ 750.00	$ 4,410.00
SUBTOTAL		**45**	**22**	**$ 660,288.78**	**$ 50,691.00**	**$ 681,778.80**	**$ 15,840.00**	**$ 136,019.49**	**$ 151,859.49**	**$ 22,500.00**	**$ 11,250.00**	**$ 49,590.00**
Discount if contract executed by 6/24/16				$ (43,000.00)		$ (43,000.00)						
TOTAL				**$ 617,288.78**	**$ 50,691.00**	**$ 638,778.80**	**$ 15,840.00**	**$ 136,019.49**	**$ 151,859.49**	**$ 22,500.00**	**$ 11,250.00**	**$ 49,590.00**

TABLE 2

	Population	Pop %	Dwelling Units	DU %	Area (sq. mi.)	Area %
PVE	13,730	20.7%	5,298	20.9%	4.77	19.2%
RPV	42,564	64.1%	16,233	64.0%	13.48	54.3%
RH	1,904	2.9%	719	2.8%	2.99	12.0%
RHE	8,223	12.4%	3,101	12.2%	3.60	14.5%
Total	66,421	100.0%	25,351	100.0%	24.84	100.0%

TABLE 3

	Based on DU and Area (rounded)	Equipment Cost (Vigilant)	Infrastructure Cost (Vigilant)	Total (Vigilant)	Cell Cost Annually	Replacement Fund (5-year)	Year 1-5 Ongoing	If possible, Extend Warranty in Yr. 6+	Potential Year 6+ Costs
PVE	20%	$ 123,457.76	$ 24,750.00	**$ 148,207.76**	$ 3,168.00	$ 27,203.90	**$ 30,371.90**	If able to extend, pay for LEARN	$ 9,918.00
RPV	60%	$ 370,373.27	$ 25,941.00	**$ 396,314.27**	$ 9,504.00	$ 81,611.69	**$ 91,115.69**	server ($250/Camera) and	$ 29,754.00
RH	7%	$ 43,210.21	$ -	**$ 43,210.21**	$ 1,108.80	$ 9,521.36	**$ 10,630.16**	Warranty $500/camera for	$ 3,471.30
RHE	13%	$ 80,247.54	$ -	**$ 80,247.54**	$ 2,059.20	$ 17,682.53	**$ 19,741.73**	Year 6+ because less than	$ 6,446.70
	100%	**$ 617,288.78**	**$ 50,691.00**	**$ 667,979.78**	**$ 15,840.00**	**$ 136,019.49**	**$ 151,859.49**	annual replacement costs.	**$ 49,590.00**

EXHIBIT B
MAP

Automated License Plate Recognition (ALPR) Cameras



EXHIBIT C
CITY ADDRESSES

Exhibit C

City Manager (or designee)
City of Palos Verdes Estates
340 Palos Verdes Drive West
(310) 378-0383
Fax: (310) 378-7820

City Manager
2 Portuguese Bend Road
Rolling Hills, CA 90274
(310) 377-1521

Greg Grammer, Assistant City Manager
City of Rolling Hills Estates
4045 Palos Verdes Drive North
Rolling Hills Estates, CA 90274
(310) 377-1577
Fax: (310) 377-4468

Gabriella Yap, Deputy City Manager
City of Rancho Palos Verdes
30940 Hawthorne Boulevard
Rancho Palos Verdes, CA 90275
(310) 544-5203
Fax: (310) 544-5293

MOTOROLA SOLUTIONS	Vigilant Solutions, LLC P.O Box 841001 Dallas, Texas 75202 (P) 925-398-2079 (F) 925-398-2113	

Issued To:	Rolling Hills Estates - Attention: Jessica Slawson	Date:	01-22-24
Project Name:	Palos Verdes Peninsula LPR Upgrade (Purchase) - Rolling Hills Estates - PRELIMINARY	Quote ID:	LQW-0873-03

Hardware

Qty	Item #	Description		
(29)	VSF-025-L5F More Info	**L5F Fixed LPR Camera with Sun Shield - 25mm Lens with Camera Cable** • Dual-lens camera with infrared LEDs for plate illumination • 55ft - 85ft capture distance and up to 2 lane coverage • Internal trigger for capture of plate alphanumerics, vehicle make and model • Camera housing with included sunshield is IP67 rated for reliable use in varied weather conditions • 60' camera cable included • Includes CarDetector LPR software for local server hosting • LPR vehicle license plate scanning / real time alerting o Full suite of LPR tools including data analytics		
Subtotal Price		**List Price: $7,794.00**	**Sell Price: $6,236.00**	***Amount: $180,844.00***
(1)	VSF-035-L5F More Info	**L5F Fixed LPR Camera with Sun Shield - 35mm Lens with Camera Cable** • Dual-lens camera with infrared LEDs for plate illumination • 85ft - 105ft capture distance and up to 2 lane coverage • Internal trigger for capture of plate alphanumerics, vehicle make and model • Camera housing with included sunshield is IP67 rated for reliable use in varied weather conditions • 60' camera cable included • Includes CarDetector LPR software for local server hosting • LPR vehicle license plate scanning / real time alerting o Full suite of LPR tools including data analytics		
Subtotal Price		**List Price: $7,794.00**	**Sell Price: $6,236.00**	***Amount: $6,236.00***
(30)	VS-FX-UNI-POLE-WALL-ASSY	**Fixed LPR Camera Bracket** • Pole or Wall Mount - UPR ARM ASSY POLE & WALL MOUNT BLK REV B		
Subtotal Price		**List Price: $420.00**	**Sell Price: $350.00**	***Amount: $10,500.00***

(14)	BCAV1F2-C600	**Vigilant Fixed Camera Communications Box** • Linux Comms Box using VLP5200 • Manages power and communications for up to four (4) Vigilant fixed LPR cameras • Includes modem for communication with cellular carriers o SIM Card not included		
Subtotal Price		**List Price: $3,954.00**	**Sell Price: $3,163.00**	***Amount: $44,282.00***

(9)	VSF-L6Q-P-KIT
	More Info
		L6Q Quick Deploy Camera (120V AC)
		Offer Includes:
		• One (1) L6Q camera with two internal batteries, 120VAC Power Supply
		• Camera mounting bracket
		• USB-C cable and USB-C to USB-A adapter, Micro SD card
		• Requirements:
		  o Hosted LPR account for data storage, alerting, analytics and more
		  o Enterprise Service Agreement
		Optional, Sold Separately:
		• 12V DC pigtail cable
		• Excludes Cellular Data Service		

Subtotal Price		**List Price: $7,254.00**	**Sell Price: $5,803.00**	***Amount: $52,227.00***
(9)	VS-L6Q-120VAC	**L6Q 120V AC External power supply** • 15FT 120V AC power supply for L6Q camera system • This may be used in locations that have a 120V AC power source (3 prong grounded power outlet)		
Subtotal Price		**List Price: $186.00**	**Sell Price: $149.00**	***Amount: $1,341.00***

Extended Warranty

5 Year Coverage

Qty	Item #	Description		
(30)	CDFS-4HWW	**Fixed Camera LPR System - Extended Hardware Warranty - 4 Additional Years** • Fixed LPR System LPR hardware component replacement warranty • Applies to 1-Channel hardware system kit • Valid for 4 years from standard warranty expiration		
Subtotal Price		**List Price: $2,520.00**	**Sell Price: $2,016.00**	***Amount: $60,480.00***
(9)	CDFS-L6Q-HWW-04	**Fixed L6Q Camera System - Extended Hardware Warranty - 4 Additional Years** • Fixed L6Q Camera System Extended Hardware Warranty • Four (4) Additional Years		
Subtotal Price		**List Price: $2,016.00**	**Sell Price: $1,612.00**	***Amount: $14,508.00***

Camera Licensing & Data Hosting - 5 Year Service

(30) L5F Camera Base CLK @ $250.00ea = $7,500.00 per year

(9) L6Q Camera CLK @ $240.00ea = $2,160.00 per year

Qty	Item #	Description		
(5)	VSBSCSVC-04	**Vigilant LPR Basic Service Package for Hosted/Managed LPR Deployments** • Managed/hosted server account services by Vigilant o Includes access to all LEARN or Client Portal and CarDetector software updates • Priced per camera per year for over 60 total camera units • Requires new/existing Enterprise Service Agreement (ESA)		
Subtotal Price		**List Price: $330.00**	**Sell Price: $7,500.00**	***Amount: $37,500.00***
(5)	VSBSCSVC-L6Q	**Vigilant L6Q Service Package for Hosted/Managed LPR Deployments** • Vigilant L6Q Service Package for Hosted/Managed LPR Deployments		
Subtotal Price		**List Price: $300.00**	**Sell Price: $2,160.00**	***Amount: $10,800.00***

Technical Service

Start Up Service

Qty	Item #	Description		
(1)	VS-INSTALL	**Removal of old hardware and installation of (30) L5F cameras w/ COMS boxes and (9) L6Q cameras.** • Includes bucket truck. • Includes two technicians @ prevailing wage. • Includes Vigilant camera commissioning for all cameras. • Constant 120v power must be available at each location. • Engineered traffic control plans are not included.		
Subtotal Price		**List Price: $0.00**	**Sell Price: $71,000.00**	***Amount: $71,000.00***

Hardware Upgrade Credit

Qty	Item #	Description		
(30)	Upgrade Credit	**Hardware Upgrade Credit from RSD to L5F.**		
Subtotal Price		**List Price: $0.00**	**Sell Price: -$1,300.00**	***Amount: -$39,000.00***

Delivery

Qty	Item #	Description		
(39)	VS-SHP-02	**Vigilant Shipping Charges - Fixed or Comms** • Applies to each fixed camera LPR System • Or Communication Box Purchased without LPR System • Shipping Method is FOB Shipping		
Subtotal Price		**List Price: $84.00**	**Sell Price: $67.00**	***Amount: $2,613.00***

Quote Notes:

1. This Quote will expire in 90 Days from the date of the Quote.
2. Customer shall be responsible for obtaining all necessary permits and engineering drawings, if necessary. Motorola may obtain permits/drawing if mutually agreed upon in writing, at additional cost to the Customer.
3. This Quote is provided per our conversation & details given by you - not in accordance to any written specification.
4. This Quote does not include anything outside the above stated bill of materials.
5. This purchase does not include a SIM for cellular service
6. MSI's Master Customer Agreement: https://www.motorolasolutions.com/en_us/about/legal.html (and all applicable addenda) shall govern the products & services and is incorporated herein by this reference. Any free services provided under this offer are provided AS IS with no express or implied warranty
7. LASD CLK Pricing.
8. Hardware installation is included. Customer to provide delivery and staging facility and assist with device pre-configuration, if needed.
9. Customer to provide cellular data SIMs for (14) COMS boxes and (9) L6Q cameras. Verizon, AT&T, FirstNet only.
10. Data to sync directly and exclusivly to LASD LEARN account.

Quoted by: Louis Wershaw - 209-283-0990 - louis.wershaw@motorolasolutions.com

Subtotal Price	$492,331.00
Total Discount	$39,000.00
Sales Tax	$21,418.68
Total Price	**$474,749.68**

Vigilant Solutions LLC
Louis Wershaw
Date _____

Re: LQW-0873-03

Agency: Rolling Hills Estates
Total Cost: $453,331.00
Contract Reference: Palos Verdes Peninsula LPR Upgrade (Purchase) - Rolling Hills Estates - PRELIMINARY

Please be advised that the Rolling Hills Estates will purchase the goods and/or services offered in your Quote LQW-0873-03. This constitutes a purchase pursuant to the terms of the specified contract below, including any applicable addenda.

Specified Contract: Master Customer Agreement and attached addenda, signed concurrently herewith.

Agency affirms that a purchase order or notice to proceed is not required for contract performance or for subsequent years of service, and acknowledges that pursuant to _____ , the funds for this purchase has been authorized. Customer agrees to appropriate funding in accordance with the contract.

Invoices shall be according to the milestone schedule included in the quote and services agreement, should reference 'LQW-0873-03' and be sent to:

Rolling Hills Estates
Attn: _____
_____
_____

The equipment will be shipped to the customer at the following address, and the ultimate destination where the equipment will be delivered to the customer is:

Rolling Hills Estates
Attn: _____
_____
_____

Sincerely,

Signature: _____

Name: _____

Title: _____

Email: _____

Contract Terms Acknowledgment

This Contract Terms Acknowledgment (this "**Acknowledgment**") is entered into between **Vigilant Solutions, LLC**, a Delaware corporation ("**Vigilant**") and the entity set forth in the signature block below ("**Customer**"). Vigilant and Customer will each be referred to herein as a "**Party**" and collectively as the "**Parties**".

1. Contract Terms Acknowledgment. Customer acknowledges that they have received Statements of Work that describe the services provided on this Agreement. Parties acknowledge and agree that the terms of the Master Customer Agreement ("MCA"), including all applicable Addenda, shall apply to the Services set forth in the accompanying Ordering Document. Vigilant's Terms and Conditions, available at https://www.motorolasolutions.com/en_us/about/legal.html, including the Master Customer Agreement, is incorporated herein by this reference. By signing the signature block below, Customer certifies that it has read and agrees to the provisions set forth in this Acknowledgment and the signatory to this Acknowledgment represents and warrants that he or she has the requisite authority to bind Customer to this Acknowledgment.

2. Entire Agreement. This Acknowledgment, including the accompanying Ordering Document, supplements the terms of the MCA, applicable Addenda, and Ordering Documents entered between the Parties and forms a part of the Parties' Agreement.

3. Disputes; Governing Law. Sections 12 – Disputes of the MCA is hereby incorporated into this Acknowledgment *mutatis mutandis.*

4. Execution and Amendments. This Acknowledgment may be executed in multiple counterparts and will have the same legal force and effect as if the Parties had executed it as a single document. The Parties may sign in writing or by electronic signature. An electronic signature, facsimile copy, or computer image of a signature will be treated, and will have the same effect as an original signature, and will have the same effect, as an original signed copy of this document. This Acknowledgment may be amended or modified only by a written instrument signed by authorized representatives of both Parties.

The Parties hereby enter into this Acknowledgment as of the last signature date below.

Signature: _____

Name: _____

Title: _____

Email: _____

2024 ALPR Cost Contract Spreadsheet

Total Project Cost (Purchase and Installation)

Camera/Equipment Cost	$403,749.68
Installation Cost	$71,000.00
Total Cost	**$ 474,749.68**

City	**Based on Dwelling Units, Population and Land Area (rounded)**	**Purchase and Installation Cost (Vigilant Solutions)**
PVE	20%	$ 94,950.00
RPV	60%	$284,850
RH	7%	$33,232
RHE	13%	$61,717
	100%	**$ 474,749.68**

COST ALLOCATION FORMULA ("FORMULA")	
Member	**Percentage**
City of Palos Verdes Estates	20%
City of Rancho Palos Verdes	60%
City of Rolling Hills	7%
City of Rolling Hills Estates	13%

CITY CLERKS: PLEASE POST

AGENDA

PALOS VERDES PENINSULA
REGIONAL CONTRACT LAW COMMITTEE

THURSDAY, FEBRUARY 1, 2024
7:30 A.M.*

VIRTUAL MEETING
** Meeting will begin immediately following the preceding Peninsula Regional Emergency Preparedness Committee meeting*

The Palos Verdes Peninsula Regional Contract Law Enforcement Committee for Thursday, February 1, at 7:30 a.m., will be conducted via teleconference using the Zoom platform. Members of the public may participate virtually in the meeting in the following ways:

Members of the public may listen to the meeting live by calling 1-669-900-9128 from any phone, Meeting ID: 899 6084 2498, Meeting Passcode: 181532. (Please note that you will not have the ability to speak using the call-in option from a phone line.)

Public correspondence may be emailed to PublicSafety@rpvca.gov

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **PUBLIC COMMENTS**

   NOTE: *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 listed on the agenda.*

4. **COMMITTEE REORGANIZATION**

5. **APPROVAL OF MINUTES**

   A. MINUTES OF NOVEMBER 9, 2023

6. **OLD BUSINESS**

   A. LIDAR/RADAR PURCHASE UPDATE (LASD)

7. **NEW BUSINESS**

   A. QUARTERLY LAW ENFORCEMENT/TRAFFIC REPORT/CORE REPORT (SHERIFF)

   B. ACTIVE SHOOTER DRILLS TRAINING AND TOWN HALLS (WRITTEN REPORT (RHE)

8. **ANNOUNCEMENTS**

9. **OTHER MATTERS FROM REGIONAL CONTRACT LAW COMMITTEE MEMBERS**

   NOTE: *This is the appropriate time for Committee Members to direct the placement of items for future action on upcoming agendas.*

10. **ADJOURNMENT**

    A. Next regular meeting Thursday, May 9, 2024, at 7:30 a.m.*

**immediately following the Peninsula Regional Emergency Preparedness Committee meeting*

PALOS VERDES PENINSULA
REGIONAL CONTRACT LAW ENFORCEMENT
MINUTES TO MEETING ON THURSDAY, NOVEMBER 9, 2023

I. CALL TO ORDER

A meeting of the Palos Verdes Peninsula Regional Law Enforcement was called to order by Chair Bradley at 9:02 a.m. via Zoom.

II. ROLL CALL

PRESENT:

Rancho Palos Verdes
David Bradley, Councilmember
Rolling Hills Estates
Britt Huff, Mayor
Rolling Hills
Patrick Wilson, Mayor
Bea Dieringer, Councilmember

ALSO PRESENT:

Rancho Palos Verdes
Ara Mihranian, City Manager
Jesse Villalpando, Emergency Services Coordinator
Shaunna Hunter, Administrative Analyst
Liz Swanson, RPV TV
Rolling Hills Estates
Greg Grammer, City Manager
Alexa Davis, Assistant City Manager
Jessica Slawson, Management Analyst
Rolling Hills
Christian Horvath, City Clerk/Exec. Assistant to the City Manager
Los Angeles County Sheriff's Department
Captain Kimberly Guerrero, Lomita Sheriff's Station
Lieutenant Michael White, Lomita Sheriff's Station
Los Angeles County Fire Department
Chief Brian Bennett, Division 1

III. PUBLIC COMMENT

Larry Maizlish welcomed new Lomita Station Captain Kimberly Guerrero to the community.

IV. APPROVAL OF MINUTES

A. MINUTES OF MAY 9, 2023

Minutes with amendments by Member Dieringer will be circulated to the committee. Member Dieringer motioned to approve the amended minutes and Member Huff seconded the motion.

AYES: Members: Dieringer, Huff, and Chair Bradley
NOES: Members: None
ABSTENTION: Member: Wilson
ABSENT: Members: Alegria and Zerunyan

Roll Call Vote (Ayes) Bradley, Dieringer, Huff; (Noes) None; (Abstention) Wilson.

V. OLD BUSINESS

A. UPDATE: CONSIDERATION OF LIDAR AND RADAR EQUIPMENT PURCHASE (SHERIFF/RPV)

Captain Guerrero presented an update that Lomita Station would not participate in the purchase of LIDAR/RADAR equipment since the city of Lomita purchases their own LIDAR/RADAR equipment. Staff clarified that the equipment is handheld and not equipped with the vehicle. Lieutenant White confirmed that the LIDAR/RADAR equipment is handheld and checked out by station deputies.

Member Dieringer and Member Wilson reported that supplemental traffic enforcement was suspended for a period in the city of Rolling Hills while Lomita Station Deputies obtained training on the existing RADAR equipment. The deputies have since been trained and supplemental enforcement has resumed in Rolling Hills. Lieutenant White confirmed that all deputies who work supplemental traffic enforcement from Lomita Station are LIDAR trained and understand their mission is to enforce traffic.

Chair Bradley asked Lieutenant White about existing equipment and requested clarification on the request for LIDAR and RADAR equipment. Lieutenant White confirmed the request is for upgraded new equipment that has a camera function which records an image of the vehicle in addition to the LIDAR/RADAR. Lieutenant White also confirmed that the requested equipment is the same equipment previously purchased by the city of Lomita a couple of years prior.

Member Dieringer asked what the next step was after hearing the report from LASD. Chair Bradley restated that the City of Lomita would not participate in the purchase and that the cost of the LIDAR/RADAR equipment would be split between the three cities per the purchasing policy (RPV 68%, RHE 28%, RH 4%).

Motion by Member Dieringer, seconded by Chair Bradley to approve the purchase of the LIDAR/RADAR equipment to be used in Rancho Palos Verdes, Rolling Hills Estates, and Rolling Hills.

AYES: Members: Wilson, Dieringer, Huff, and Chair Bradley
NOES: Members: None
ABSTENTION: Members: None
ABSENT: Members: Alegria and Zerunyan

VI. NEW BUSINESS

A. QUARTERLY LAW ENFORCEMENT/TRAFFIC REPORT/CORE REPORT (SHERIFF)

Los Angeles County Sheriff Captain Kimberly Guerrero provided the 3rd Quarter Traffic Report, Part I and Part II Crime statistic report, and response times. All slides provided by LASD were included in the RCLC Agenda Packet.

3rd Quarter Traffic Report

Rancho Palos Verdes
Ara Mihranian, City Manager of Rancho Palos Verdes clarified that the parking citations included in the report do not include all parking citations issue in Rancho Palos Verdes, since Parking Rangers cite in the Del Cerro Park and Forrestal near Ladera Linda Park.

Rolling Hills Estates
Summary provided by LASD and there were no comments from members.

Rolling Hills
Member Wilson inquired about supplemental traffic enforcement citations missing from the quarterly report. He requested that LASD provide an overall report inclusive of both supplemental enforcement and regular patrol enforcement. Member Wilson voiced concerns that there is a lot of speeding along Crest and the citations issued do not address that. Captain Guerrero responded that she would investigate the reporting and get back to Member Wilson.

Part I and Part II Crime Statistics

Rancho Palos Verdes
Captain Guerrero reported that there were no updates for the double homicide that took place at Pelican Cove but would report as soon as they are able. Part II crimes are down in RPV over 3rd Quarter numbers from 2022.

Rolling Hills Estates
Residential Burglaries, thefts, and shoplifting are on the rise. Captain Guerrero stated LASD would increase their patrol checks and deploy surveillance apprehension teams to these areas. Chair Bradley requested outreach to the shopping corridors to encourage a policy of reporting crime for smash and grab crimes. Captain Guerrero stated she had some ideas for outreach and working with shop owners on their policies for reporting crime. Captain Guerrero stated that Fraud and ID theft is an issue and recommended education to combat these crimes.

Rolling Hills
Member Wilson asked about underreported burglaries. Captain Guerrero stated that the residential burglaries that happened recently will be included in the 4th Quarter report. Member Wilson suggested that the burglaries occur near the trail system outside of the city. Captain Guerrero responded that she would investigate these crimes by discussing them with the crime analyst and report back to Member Wilson. The rape was reported after the incident occurred and a report was filed at the station. Member Dieringer also inquired about burglaries and expressed concern regarding recent investigations into residential burglaries; she requested LASD provide more information on the quarterly report and communicate to council.

Response Time

Captain Guerrero verbally reported response times for each city individually and overall, for the Peninsula. The written report was included and is available in the agenda packet. Chair Bradley inquired about the 11-minute response time to a hit and run accident. Captain Guerrero stated that she would need to look up the particulars on this incident and report back to Chair Bradley. Members Bradley and Wilson noted that though the response time is within LASD standards they would like to see an improvement in this area. Captain Guerrero stated that she hopes to improve the response time and stated that if she had to get out and patrol she would do so.

VII. ANNOUNCEMENTS

A. JULY 2023 CATALYTIC CONVERTER ETCHING EVENT UPDATE-WRITTEN REPORT (RPV)

Staff provided a verbal report in addition to the staff report which was included in the agenda packet. The catalytic converter event provided for 158 vehicles to be etched during the 4-hour window from 9:00 a.m.to 1:00 p.m. Of the 158 vehicles at the event, 116 were from Rancho Palos Verdes, 19 were from Rolling Hills, 17 were from Rolling Hills Estates, and 6 vehicles did not indicate their residency. Chair Bradley inquired about Lomita's inclusion in the event. Ara Mihranian responded that in future events we would include residents from Lomita as recommended in the staff report.

Member Dieringer stated the city of Lomita and the other surrounding communities do not participate in the financial side of preparing this event and mentioned that if the entire region were to participate, we may not have enough time to service Peninsula Cities. Member Dieringer reported on her experience at the event, stating that more educational outreach to the community should be made so that individuals understand which vehicles can have their catalytic converters etched. Chair Bradley concurred with Member Dieringer's suggestion regarding educational outreach.

Chair Bradley recommended inviting Lomita residents if we hold this event again stating that Lomita invites the entire Peninsula to their etching event held at the Lomita City Hall.

VIII. OTHER MATTERS FROM REGIONAL CONTRACT LAW ENFORCEMENT COMMITTEE MEMBERS

Member Dieringer requested training and town halls regarding active shooter drills to coordinate with the committee. Chair Bradley stated this topic should be discussed at PPSC so that both PVE PD and LASD could participate in coordinating this type of event.

IX. ADJOURNMENT

There being no further business, Chair Bradley adjourned the meeting at 10:05 a.m. The next meeting is scheduled to be held on Thursday, February 1, 2023, immediately following the Peninsula Public Safety Committee meeting at 7:30 a.m.

Respectfully submitted,

Shaunna Hunter, MPA
Administrative Analyst II
City of Rancho Palos Verdes

Approved,

David Bradley
Chair
City of Rancho Palos Verdes

LASD Q4 STATISTICS
Cities of
Rancho Palos Verdes
Rolling Hills,
and Rolling Hills Estates



4TH QUARTER (OCT-DEC)

RPV	2023	2022	2021	2020	2019
Homicide	0	0	0	0	0
Rape	0	0	0	1	0
Robbery	0	2	2	2	0
Aggravated Assault	6	12	4	7	3
Burglary, Residence	21	19	24	17	27
Burglary, Structure	5	5	4	6	0
Vehicle Burglary	16	14	16	21	10
Theft from Vehicle	5	15	17	18	6
Other Larceny / Theft	23	46	49	31	13
Grand Theft Auto	11	9	14	12	2
Arson	0	0	0	0	1
TOTAL	**87**	**122**	**130**	**115**	**62**

PART II CRIME ACTIVITY COMPARISON - 4TH QUARTER (OCT-DEC)

RANCHO PALOS VERDES

	2023	2022	2021	2020	2019
Forgery	9	17	9	7	9
Fraud/ID Theft	24	32	26	33	15
Sex Offense, Felony	0	0	3	0	2
Sex Offense, Misdemeanor	0	3	0	1	2
Non-Aggravated Assault	9	14	5	9	5
Weapon Laws	3	3	2	2	0
Offenses Against Family	2	1	3	0	1
Liquor Laws	0	0	0	0	0
Drunk-Alcohol/Drugs	2	1	1	2	0
Disorderly Conduct	3	3	3	0	1
Vagrancy	0	0	0	0	0
Gambling	0	0	0	0	0
Drunk Driving-Vehicle/Boat	1	1	2	5	9
Vandalism (Non-graffiti)	5	18	12	12	4
Vandalism (Graffiti)	0	0	0	1	0
Receiving Stolen Property	0	1	0	0	0
Federal Offenses w/o money	0	0	0	0	0
Federal Offenses w/ money	0	0	0	0	1
Felonies, Misc	2	2	4	3	1
Misdemeanors, Misc	3	4	13	3	7
TOTAL CRIME	**63**	**100**	**83**	**78**	**57**

ARRESTS

Part I	20	20	16	26	9
Part II	55	38	47	61	72
Total Arrests	**75**	**58**	**63**	**87**	**81**

Burglaries	7	3	2	3	3
GTA's	6	6	5	9	0
Narco	7	5	8	11	16

RH	2023	2022	2021	2020	2019
Homicide	0	0	0	0	0
Rape	0	0	0	0	0
Robbery	0	0	0	0	0
Aggravated Assault	0	0	0	0	1
Burglary, Residence	4	3	0	0	0
Burglary, Structure	0	1	0	0	1
Vehicle Burglary	0	0	0	0	0
Theft from Vehicle	0	0	0	0	0
Other Larceny / Theft	0	2	1	2	0
Grand Theft Auto	0	0	0	0	0
Arson	0	0	0	1	0
TOTAL	**4**	**6**	**1**	**3**	**2**

PART II CRIME ACTIVITY COMPARISON - 4TH QUARTER (OCT-DEC)

ROLLING HILLS

	2023	2022	2021	2020	2019
Forgery	0	5	0	0	1
Fraud/ID Theft	1	2	0	2	0
Sex Offense, Felony	0	0	0	0	0
Sex Offense, Misdemeanor	1	0	0	0	0
Non-Aggravated Assault	0	0	0	0	0
Weapon Laws	0	0	0	0	0
Offenses Against Family	0	0	0	0	0
Liquor Laws	0	0	0	0	0
Drunk-Alcohol/Drugs	0	0	0	0	0
Disorderly Conduct	0	0	1	0	0
Vagrancy	0	0	0	0	0
Gambling	0	0	0	0	0
Drunk Driving-Vehicle/Boat	0	0	0	0	0
Vandalism (Non-graffiti)	0	0	0	0	0
Vandalism (Graffiti)	0	0	0	0	0
Receiving Stolen Property	0	0	0	0	0
Federal Offenses w/o money	0	0	0	0	0
Federal Offenses w/ money	0	0	0	0	0
Felonies, Misc	0	0	0	1	0
Misdemeanors, Misc	0	1	0	0	0
TOTAL CRIME	**2**	**8**	**1**	**3**	**1**

ARRESTS

Part I	0	0	0	0	1
Part II	1	0	0	0	1
Total Arrests	**1**	**0**	**0**	**0**	**2**

Burglaries	0	0	0	0	0
GTA's	0	0	0	0	0
Narco	0	0	0	0	0

RHE	2023	2022	2021	2020	2019
Homicide	0	0	0	0	0
Rape	0	0	0	0	1
Robbery	0	2	1	2	0
Aggravated Assault	1	1	2	2	0
Burglary, Residence	9	7	4	3	4
Burglary, Structure	5	8	6	3	4
Vehicle Burglary	3	6	2	6	9
Theft from Vehicle	1	0	2	7	3
Other Larceny / Theft	12	15	14	15	14
Grand Theft Auto	4	1	5	3	2
Arson	0	0	0	0	0
TOTAL	**35**	**40**	**36**	**41**	**37**

PART II CRIME ACTIVITY COMPARISON - 4TH QUARTER (OCT-DEC)

ROLLING HILLS ESTATES

	2023	2022	2021	2020	2019
Forgery	1	6	1	1	3
Fraud/ID Theft	8	10	10	11	7
Sex Offense, Felony	0	0	0	1	0
Sex Offense, Misdemeanor	2	0	1	1	1
Non-Aggravated Assault	1	2	10	2	2
Weapon Laws	0	2	1	1	0
Offenses Against Family	0	1	1	0	0
Liquor Laws	0	0	0	0	0
Drunk-Alcohol/Drugs	0	0	0	0	1
Disorderly Conduct	0	2	1	0	2
Vagrancy	0	0	0	0	0
Gambling	0	0	0	0	0
Drunk Driving-Vehicle/Boat	5	0	1	0	1
Vandalism (Non-graffiti)	4	5	3	2	8
Vandalism (Graffiti)	0	1	0	0	1
Receiving Stolen Property	0	0	0	0	0
Federal Offenses w/o money	0	0	0	0	0
Federal Offenses w/ money	0	0	1	1	1
Felonies, Misc	1	0	2	1	1
Misdemeanors, Misc	1	2	2	1	3
TOTAL CRIME	**23**	**31**	**34**	**22**	**31**

ARRESTS

Part I	4	17	11	9	2
Part II	13	7	16	16	30
Total Arrests	**17**	**24**	**27**	**25**	**32**

Burglaries	0	7	2	1	0
GTA's	1	3	4	2	2
Narco	0	0	1	1	2

MEMORANDUM

TO:	**REGIONAL CONTRACT LAW COMMITTEE**
FROM:	**CITY MANAGERS**
DATE:	**FEBRUARY 1, 2024**
SUBJECT:	**ACTIVE SHOOTER DRILLS TRAINING AND TOWN HALLS**
PREPARED BY:	**Jessica Slawson, Management Analyst**
	Alexa Davis, Assistant City Manager

RECOMMENDATION:

Review and provide staff direction on possible active shooter training drills and town halls.

BACKGROUND AND DISCUSSION:

At the November 9, 2023 Regional Contract Law Committee meeting, active shooter drills and training was discussed to bring awareness to active shooter threats in communities and school settings.

In the fall of 2018, the Palos Verdes Peninsula cities in partnership with the Los Angeles County Sheriff's Department and Palos Verdes Estates Police Department held a Situational Awareness Seminar at the Norris Pavilion in Rolling Hills Estates. The community event hosted a special speaker from the Department of Homeland Security who provided best practices for personal safety and provided an overview of "Run/Hide/Fight/Treat" in the context of active shooter situations. Two free sessions were provided to the Palos Verdes Peninsula community, and the event was well attended.

In previous years, the annual Prepared Peninsula Expo incorporated active shooter incident informational video sessions that attendees could sit in for educational viewing purposes. The Prepared Peninsula Expo is now held outdoors in tandem with the Palos Verdes Farmer's Market at Peninsula High School in which video presentations are challenging due to the lack of electrical sources and outdoor lighting. City staff has secured participation from local public safety (law and fire), and most recently the Federal Bureau of Investigation Medical Unit who provided a display of trauma treatment and education on mass casualty incidents.

City staff and local law enforcement have also partnered over the years with the Palos Verdes Peninsula Unified School District for active shooter training and will continue to seek opportunities for joint training and drills.

Some options for creating additional training and awareness of mass casualty events could include utilizing the school gym or other indoor school facilities adjacent to the Prepared Peninsula Expo for active shooter informational sessions. Alternatively, the cities can explore a separate active shooter / situational awareness session(s) similar to the held 2018 Seminar at the Norris Pavilion.

Staff seeks the Committees direction on whether active shooting training drills and town halls should be planned for the next Prepared Peninsula Expo in fall 2024, conducted as a separate town hall and/or community drill, or a combination of both in 2024.