

**MINUTES OF  
A REGULAR MEETING  
OF THE  
CITY COUNCIL OF THE  
CITY OF ROLLING HILLS, CALIFORNIA  
MONDAY, JANUARY 22, 2018**

**1. CALL TO ORDER**

A regular meeting of the City Council of the City of Rolling Hills was called to order by Mayor Black at 7:00 p.m. in the City Council Chamber at City Hall, 2 Portuguese Bend Road, Rolling Hills, California.

**2. ROLL CALL**

Councilmembers Present: Dieringer, Mirsch, Pieper, Wilson and Mayor Black.

Councilmembers Absent: None.

Others Present: Ray Cruz, City Manager.  
Mike Jenkins, City Attorney.  
Yolanta Schwartz, Planning Director.  
Julia Stewart, Assistant Planner.  
Yvette Hall, City Clerk.  
Terry Shea, Finance Director.  
Alfred Visco, 15 Cinchring Road.  
Sue Breiholz, 6 Upper Blackwater Canyon Road.  
Carole Hoffman, 3 Hillside Lane.

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

None.

**4. CONSENT CALENDAR**

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

- A. Minutes – Regular Meeting of October 23, 2017.  
**RECOMMENDATION: Approve as presented.**
- B. Payment of Bills.  
**RECOMMENDATION: Approve as presented.**
- C. Financial Statement for the Month of December 2017.  
**RECOMMENDATION: Approve as presented.**

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In response to Councilmember Mirsch's question, City Manager Cruz clarified that the \$1,500 cost for coyote service is based on the services provided and not on the number of coyotes trapped.

In response to Councilmember Wilson's question, Finance Director Shea stated that the voided checks are due to printer equipment errors.

Councilmember Mirsch moved that the City Council approve the items on the consent calendar as presented. Mayor Pro Tem Wilson seconded the motion, which carried without objection by a voice vote as follows:

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

**5. COMMISSION ITEMS**

None.

**6. PUBLIC HEARINGS**

- A. PUBLIC HEARING AND FIRST READING OF AN ORDINANCE WITH ASSOCIATED ZONE TEXT AMENDMENTS TO THE ROLLING HILLS MUNICIPAL CODE TO AMEND TITLES 15 AND 17 TO REGULATE AND ALLOW FOR ACCESSORY DWELLING UNITS (ADU) IN SINGLE FAMILY RESIDENTIAL ZONES IN CONFORMANCE WITH STATE LAW  
AND  
CONSIDERATION OF AMENDMENT TO THE CITY OF ROLLING HILLS FEE RESOLUTION NO. 1218 TO INCLUDE A FEE FOR REVIEW OF AN ADU APPLICATION.

Mayor Black called for the staff report. Assistant Planner Stewart presented the staff report and indicated that the Planning Commission (PC) discussed this topic at its previous meeting. Assistant Planner Stewart presented a summary of the State regulations for Accessory Dwelling Units (ADUs). She stated that the City has discretion in deciding whether or not to adopt the State law to govern ADUs or adopt an ordinance that modifies it to reflect City's conditions. Assistant Planner Stewart discussed the following items: 1) The City can set standards in areas such as unit size, parking and fees as long as they are not deemed arbitrary, excessive and burdensome, which means the City cannot prohibit the construction of the ADUs; 2) The standards that the City typically reviews such as replacement parking, height, setback, and lot coverage, can still be in place as long as the standards are not burdensome that they prohibit new ADUs; 3) The City can determine the rental terms, currently the City has in place prohibiting less than 30 day rentals; however, under the State law this is not in place. If the City decided to adopt an ordinance, that is an item that the City might consider including; 4) The City does not have discretion over outright prohibition of ADUs and cannot change the administrative approval process or deny an ADU based on items such as septic systems, coverage limits or parking requirements; 5) The City cannot stipulate who

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lives in an ADU; however, the City can designate who can live in a Junior ADUs; 6) The City can require that an owner occupy one of the two units; 7) The City cannot require separate passage ways; 8) There is no prohibition for converting an existing garage and there is no setback requirement for converted garages; 9) The City cannot require an ADU larger than what is allowed by State law; and 10) There is no parking required for ADUs located within a half mile of public transportation.

In response to Councilmember Pieper's question, Assistant Planner Stewart stated that the City cannot prohibit Junior ADUs.

In response Mayor Black's request, City Attorney Jenkins discussed the history of land use laws in the State of California and that the advantage of adopting an ordinance is that the City can tailor the ordinance in the areas that are discretionary, and that the state law is silent on how many ADUs are allowed on a lot.

Mayor Black opened the public hearing.

Alfred Visco, 15 Cinchring, inquired if the ordinance has been presented to Rolling Hills Community Association (RHCA).

Mayor Black stated that the RHCA has no jurisdiction over the proposed ordinance.

Hearing no further public comments, Mayor Black closed the public hearing,

Councilmember Pieper recommended that ADUs be limited to one ADU per property and that an ADU fee should be charged.

Discussion followed and there was consensus by the City Council to amend the proposed ordinance as follows: Under Section 17.28.040, move Section C.(3) to Section B.(7); move Section C.(4) to Section B.(8); and move Section C.(5) to Section B.(9).

In response to Councilmember Dieringer's question, Assistant Planner Stewart stated that an application would not be deemed complete until the RHCA Architectural Committee has reviewed the application first.

Discussion followed among Councilmembers and staff regarding the 120-day review period, active landslide areas, manufactured homes, application and review process, owner occupancy, the recording of a covenant when an ADU is built, mixed use requirements, setback requirements, the allowance of a kitchen or kitchenette, and the minimum size of an ADU.

Councilmember Mirsch moved that the City Council introduce Ordinance No. 358 on first reading amending Title 17 Zoning and Title 15 Building and Construction of the Rolling Hills Municipal Code in order to allow and regulate accessory dwelling units with the modifications as discussed. Commissioner Pieper seconded the motion, which carried without objection by a roll call vote as follows:

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

City Attorney Jenkins stated that the fee Resolution will be brought back for consideration at the next City Council meeting.

Mayor Black requested that agenda Item Nos. 8-A and 10-A be reordered and considered at this time. There were no objections from the City Council.

**8. NEW BUSINESS**

**A. REVIEW OF FISCAL YEAR 2016/2017 AUDITED FINANCIAL STATEMENTS.**

Mayor Black introduced the item and asked for staff's comments. Finance Director Shea reviewed the 2016/17 audited financial statements. He stated that the Finance/Budget/Audit Committee met with the auditor and reviewed the materials on December 21, 2017. He stated that the audit was prepared by Lance, Soll, Lunghard, LLP who issued an unmodified opinion which is the highest level of assurance that can be given. He further reviewed the financial statements stating that the General Fund ended the year with a balance of \$4.9 million in available fund balance, \$128,000 in liabilities, and \$4.7 million in unassigned fund balance. He stated that expenditures totaled \$1.7 million. Finance Director Shea indicated that no findings and no journal entries were made by the auditors.

Following discussion, Mayor Pro Tem Wilson moved that the City Council receive and file the audited financial statements as presented. Councilmember Pieper seconded the motion, which carried without objection by a voice vote as follows:

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

**10. MATTERS FROM STAFF**

**A. QUARTERLY SCHEDULE OF INVESTMENTS REPORT FOR THE QUARTER ENDING DECEMBER 31, 2017.**

Finance Director Shea presented the investments report. He reviewed the Cash and Yield comparative data from the second quarter FY 2017/18 to the first quarter FY 2017/18. He stated that Active Deposits totaled \$6.4 million, Inactive Deposits totaled \$36,000 and noted that the Portfolio Yield should be 1 percent, not 0.706 percent, for the second quarter of FY 2017/18. He reviewed the interest income for the second quarter of FY 2017/18 compared to the second quarter of FY 2016/17 and the CalPERS California Employers' Retiree Benefit Trust (CERBT) Strategy 1 Other Post Employment Benefit

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(OPEB) Irrevocable Trust results for the second quarter as of December 31, 2017.

Councilmember Mirsch moved that the staff report, as presented, be received and filed. Councilmember Dieringer seconded the motion, which carried without objection by a voice vote as follows:

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

## **7. OLD BUSINESS**

- A. APPROVE AND APPROPRIATE UP TO \$104,229 TO WILLDAN ENGINEERING FOR PROFESSIONAL SERVICES TO PREPARE A SEWER AREA STUDY FOR SEWER LINE FEASIBILITY TO SERVE THE CITY OF ROLLING HILLS CIVIC CENTER, MUNICIPAL TENNIS COURTS AND UP TO APPROXIMATELY 240 HOMES.

City Manager Cruz presented the staff report. He provided an overview of the requirement to replace the septic tank at the main gate for the Tennis Court ADA and Recreation Improvement Project and that staff has been investigating the feasibility of constructing a sewer main to serve the civic center to the closest main line in the City of Rolling Hills Estates (RHE). He stated that the tennis facility septic tank system is considered a commercial use system that falls under the purview of the State Water Resources Control Board (Water Board). He indicated that staff has been working with Los Angeles County Board of Supervisor Janice Hahn's Office to request that the project fall under the review of the Los Angeles County Health Department (County Health Department) and not the State. City Manager Cruz stated that the Water Board granted the County Health Department authority to review the City's project. City Manager Cruz stated that at the January 8, 2017 City Council meeting, the Council postponed the decision on retaining Willdan Engineering to prepare a sewer study for the civic center and Tennis Court ADA and Recreation Improvement Project until it could analyze the sewer study proposal that includes up to 240 Rolling Hills homes. City Manager Cruz explained the scope of work that is included in the Willdan Engineering proposal. He indicated that the City Council would need to appropriate up to \$104,229 in the budget for this project, which would also include the 200 plus homes.

Mayor Black opened public comments.

Sue Breiholz, 6 Upper Blackwater Canyon Road, expressed concern with any mandates for residents to hook up to a sewer line.

Alfred Visco, 15 Cinchring Road, inquired how much the cost would be for the City to upgrade the tennis courts septic tank.

Councilmember Pieper stated that the cost is approximately \$150,000 to upgrade the septic tank at the tennis courts.

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Carole Hoffman, 3 Hillside Lane, commented that she feels it is a good idea to install sewers in the future and to move away from using septic tanks.

Mr. Visco commented that sewers can break and leak into the ground.

Hearing no further comments, Mayor Black closed public comments.

In response to Councilmember Mirsch's questions, City Manager Cruz stated that residents will have to vote to form an assessment district. He further explained that if a resident voted no and the assessment district passed, the resident would have to pay for the assessment.

Discussion followed among the Councilmembers and staff regarding the formation of an assessment district.

Councilmember Dieringer inquired how long would the results of the sewer study be effective for.

City Manager Cruz stated that he would follow up on how long the sewer study will be effective for.

Councilmember Pieper moved that a full version of the sewer area study for sewer line feasibility to serve the Civic Center, tennis courts and approximately 240 homes be approved and that funding be appropriated to Willdan Engineering for professional services to prepare the sewer study. Mayor Pro Tem Wilson seconded the motion.

Councilmember Dieringer recommended that the City Council determine how long the sewer study will be valid for before any monies are expended on the study.

Councilmember Mirsch concurred with Councilmember Dieringer's aforementioned comment.

Councilmemeber Pieper withdrew his previous motion.

By consensus, the City Council directed staff to research how long the sewer study report would be valid for and determine the cost to extend the sewer line to the City Hall complex and tennis courts only and report back at the next meeting.

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

**A. FIRE FUEL REDUCTION AD-HOC COMMITTEE REPORT.**

Mayor Black introduced the item and asked for comments. Councilmember Mirsch presented an overview of the discussion of the Fire Fuel Reduction Ad-Hoc Committee and its purpose to consider changing the City's role from complaint driven enforcement to a proactive process requiring residents to trim or remove dead vegetation. She discussed the City's current enforcement process and indicated that residents do not like to report concerns they have with their neighbors' dead vegetation. Councilmember Mirsch stated that she and Mayor Black made individual observations from the roadways and trails of numerous examples of dead vegetation. Councilmember Mirsch discussed the following considerations:

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1) Is dead vegetation a nuisance; 2) Change of historical method of enforcement; 3) Resource availability to handle compliance; 4) Identification of non-compliant properties; 5) Notification process; 6) Impose a fine if not complied by a certain date; possible ordinance revision; 7) Nuisance abatement procedures, Chapter 8.24; 8) Level of public support and/or opposition and concerns; and 9) Broaden scope to consider all dead vegetation.

Councilmember Pieper expressed support for sending a letter to residents with examples of photographs and with text in English and Spanish.

Councilmember Dieringer expressed concern that there is no staff to perform these additional tasks and that no suggestions have been made on ways to minimize the impact on staff.

Councilmember Mirsch expressed concern with the City's lack of enforcement of fire fuel reduction for several years.

Mayor Pro Tem Wilson stated that there is heavy vegetation and patches at the conservancy and asked if this area would be included.

In response to Mayor Pro Tem Wilson's question, Mayor Black stated that the conservancy would be included.

Mayor Black opened public comments.

Alfred Visco, 15 Cinchring Road, asked for clarification on the meaning of any dead vegetation as stated on page 9 of the report.

Mayor Black clarified that the definition of dead vegetation includes all forms such as trees, shrubs or other plants.

Hearing no further comments, Mayor Black closed public comments.

Discussion followed among the Councilmembers regarding public hearing requirements, staff's capacity to follow up on code enforcement concerns and proper clearance methods.

Councilmember Mirsch moved to direct staff to develop a proactive enforcement program for the clearance of dead vegetation. Councilmember Pieper seconded the motion, which carried by a roll call vote as follows:

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

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**11. PUBLIC COMMENT ON CLOSED SESSION ITEMS**

None.

**12. CLOSED SESSION**

- A. EMPLOYEE PERFORMANCE EVALUATION CALIFORNIA  
GOVERNMENT CODE SECTION 54957  
TITLE: CITY MANAGER

City Attorney Jenkins stated that due to the announcement of City Manager Cruz's resignation, the City Council could discuss the appointment of an Interim City Manager under the Closed Session government code section as listed on the agenda. The City Council concurred to discuss the matter of hiring an Interim City Manager under the Closed Session.

The City Council convened into Closed Session and City Clerk Hall left the Council Chambers.

**13. RETURN TO OPEN SESSION**

- A. ANNOUNCEMENT OF ACTIONS FROM CLOSED SESSION (ORAL REPORT).

The meeting reconvened in open session with all Councilmembers in attendance.

City Attorney Jenkins announced that there was no reportable action from the Closed Session.

**14. ADJOURNMENT**

Hearing no further business before the City Council, Mayor Black adjourned the meeting at 9:55 p.m. in memory of longtime resident Martin Waters. The next regular meeting of the City Council is scheduled to be held on Monday, February 12, 2018 beginning at 7:00 p.m. in the City Council Chamber at City Hall, 2 Portuguese Bend Road, Rolling Hills, California.

Respectfully submitted,

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Yvette Hall  
City Clerk

Approved,

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Patrick Wilson  
Mayor

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**MINUTES OF  
A REGULAR MEETING  
OF THE  
CITY COUNCIL OF THE  
CITY OF ROLLING HILLS, CALIFORNIA  
MONDAY, JANUARY 14, 2019**

**1. CALL TO ORDER**

A regular meeting of the City Council of the City of Rolling Hills was called to order by Mayor Wilson at 7:03 p.m. in the City Council Chamber at City Hall, 2 Portuguese Bend Road, Rolling Hills, California.

**2. ROLL CALL**

Councilmembers Present: Black, Dieringer, Mirsch, Pieper and Mayor Wilson.

Councilmembers Absent: None.

Others Present: Elaine Jeng, P.E., City Manager.  
Mike Jenkins, City Attorney.  
Yolanta Schwartz, Planning Director.  
Julia Stewart, Senior Planner.  
Yvette Hall, City Clerk.  
Don Crocker, 14 Cinchring Road.  
Helen Frickman, 10 Crest Road West.  
Jeff Manquen, 26 Middleridge Lane South.  
Leslie Stetson, 71 Saddleback Road.

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

Don Crocker, 14 Cinchring Road, spoke on an emergency evacuation route for the City and that the gates at the end of Crest Road and Portuguese Bend Road are locked. Mr. Crocker asked that the City find a way to ensure that these gates can open in the event of an emergency.

Helen Frickman, 10 Crest Road West, commented that the Johns Canyon Road area would be hazardous after an earthquake.

**4. CONSENT CALENDAR**

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

- A. Minutes – 1) Regular Meeting of November 13, 2017; 2) Regular Meeting of November 27, 2017; 3) Regular Meeting of September 24, 2018; 4) Regular Meeting of November 26,

2018; and 5) Special Meeting of December 19, 2018.

**RECOMMENDATION: Approve as presented.**

- B. ORDINANCE NO. 359 – AN ORDINANCE OF THE CITY OF ROLLING HILLS AMENDING CHAPTER 8.04 (HEALTH CODE) OF THE CITY OF ROLLING HILLS MUNICIPAL CODE TO ADOPT THE MOST RECENT VERSION OF THE LOS ANGELES COUNTY HEALTH AND SAFETY CODE.

**RECOMMENDATION: Second reading, waive full reading and adopt Ordinance.**

- C. Consideration of the Fiscal Year 2019/2020 Budget Preparation Calendar.

**RECOMMENDATION: Approve as presented.**

- D. Payment of Bills.

**RECOMMENDATION: Approve as presented.**

- E. Consideration of the City Council Approved Vendor List for Calendar Year 2019.

**RECOMMENDATION: Approve as presented.**

Councilmember Dieringer requested that Consent Calendar Item No. 4-E be pulled for separate consideration. There were no objections.

Mayor Pro Tem Mirsch moved that the City Council approve the items on the consent calendar, except Item No. 4-E, as presented. Councilmember Black seconded the motion, which carried without objection by a voice vote as follows:

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

NOES: COUNCILMEMBERS: None.

ABSENT: COUNCILMEMBERS: None.

ABSTAIN: COUNCILMEMBERS: None.

City Manager Jeng provided clarification on Consent Calendar Item No. 4-B. City Manager Jeng stated that the State of California will not issue permits for individual septic tanks in the City because the City is participating in a Local Area Management Plan with the Los Angeles County Department of Public Health.

Councilmember Dieringer requested that two modifications be made on page two of the November 13, 2017 Regular Meeting Minutes by replacing the word “and” with “as” in paragraphs four, five and six as follows: “...Ordinance No. 354 as presented in the staff report.” There were no objections from the City Council.

Councilmember Dieringer stated that she would like to receive confirmation from the vendors listed under Consent Calendar Item No. 4-E that they are providing the most competitive prices and the conditions that staff utilizes to make purchases from the vendor list. Councilmember Dieringer requested additional criteria to select vendors.

Following discussion of Consent Calendar Item No. 4-E, Councilmember Black moved that the City Council agendaize the approved vendor list for discussion at the next meeting. Mayor Pro Tem Mirsch seconded the motion, which carried without objection by a voice vote as follows:

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

## 5. CITY COUNCIL REORGANIZATION

### A. NOMINATION OF 2019-2020 MAYOR.

Mayor Wilson clarified that this reorganization is not effective until March 2019 when the City Council reorganization customarily takes place. He noted that this reorganization is to allow staff to schedule a photo session of the past, current and future composition of the City Council.

Councilmember Pieper nominated Mayor Pro Tem Mirsch to serve as the Mayor for the 2019-2020 term. Councilmember Dieringer seconded the nomination. Hearing no further nominations, Mayor Wilson closed the nominations and declared Mayor Pro Tem Mirsch Mayor by acclamation of the City Council.

### B. COMMENTS FROM 2019-2020 MAYOR.

There were no comments from the City Council.

### C. NOMINATION OF 2019-2020 MAYOR PRO TEM.

Mayor Pro Tem Mirsch nominated Councilmember Pieper to serve as Mayor Pro Tem for the 2019-2020 term. Councilmember Black seconded the nomination. Hearing no further nominations, Mayor Wilson closed the nominations and declared Councilmember Pieper Mayor Pro Tem by acclamation of the City Council.

## 6. COMMISSION ITEMS

- A. **RESOLUTION NO. 2018-16** A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF ROLLING HILLS GRANTING APPROVAL FOR A SITE PLAN REVIEW FOR RESIDENTIAL ADDITIONS AND VARIANCES TO CONSTRUCT RESIDENTIAL ADDITION AND DECK ADDITION IN THE SIDE YARD SETBACK, GARAGE ADDITION IN THE FRONT YARD SETBACK TWO AS-BUILT SHEDS IN THE FRONT YARD AND SIDE YARD SETBACK, AND THE STABLE AND CORRAL SET ASIDE AREA IN THE FRONT YARD AND FRONT YARD SETBACK IN ZONING CASE NO. 951 AT **26 MIDDLE RIDGE LANE SOUTH**, LOT 248-A-2-UR, (JEFF AND CAMILLE MANQUEN).

Mayor Wilson called for the staff report. Senior Planner Stewart stated that the applicant is proposing a residential addition, garage addition, a higher ridgeline on the residence, authorization of two as-builts sheds, and the extension of a covered porch over a rased deck at 26 Middleridge Lane South. She stated that the Planning Commission (PC) was concerned with the type of vegetation that would be placed in the planters and that the PC included a landscaping condition in the Resolution that requires portions of the planter screen the out of grade condition. She indicated that no comments were received from the

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surrounding residents. Senior Planner Stewart stated that the project is categorically exempt from the California Environmental Quality Act (CEQA).

In response to Councilmember Dieringer's question, Senior Planner Stewart stated that the planter wraps all around the deck, the planter wall will be landscaped two and a half feet above it to screen the out of grade condition, and that there is no access underneath the deck.

Mayor Wilson called for public comments.

Jeff Manquen, 26 Middleridge Lane South, commented that the planter will be closed all the way around with either stucco or concrete.

Hearing no further public comments, Mayor Wilson closed public comments.

Councilmember Pieper moved that the City Council receive and file Planning Commission Resolution No. 2018-16 granting approval of the applicant's request in Zoning Case No. 951 at 26 Middleridge Lane South. Councilmember Black seconded the motion, which carried without objection by the following voice vote:

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

**7. PUBLIC HEARINGS**

NONE.

**8. OLD BUSINESS**

NONE.

**9. NEW BUSINESS**

**A. UPDATE ON ADOPTION OF LOCAL HAZARD MITIGATION PLAN (RH LHMP)  
FOR THE CITY OF ROLLING HILLS.**

Senior Planner Stewart presented an overview of the Local Hazard Mitigation Plan (LHMP). She stated that the next step is to have the City Council adopt the LHMP and that staff anticipates to hold a public forum on the LHMP at a City Council meeting in February 2019.

Councilmember Black asked if residents would experience less difficulty with qualifying for Federal Emergency Management Agency (FEMA) reimbursement funds after a disaster if the City had an adopted LHMP.

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In response to Councilmember Black's question, Planning Director Schwartz stated that she believed that private residents had other avenues for seeking disaster recovery funds and that FEMA funding only applied to public agencies. Planning Director Schwartz stated that she would research the question and follow up with the City Council.

Mayor Pro Tem Mirsch asked if the City's receipt of FEMA funds would jeopardize the private status of the City.

Planning Director Schwartz stated that she would research Mayor Pro Tem Mirsch's question and follow with up with the City Council.

Discussion followed among the Councilmembers and staff regarding LHMP and the disasters that could occur in the City.

By consensus, the City Council received and filed the staff report as presented.

**B. RECEIVE AND FILE AN UPDATE OF THE TORRANCE AIRPORT STORMWATER INFILTRATION PROJECT.**

City Manager Jeng presented an update on the Torrance Airport Stormwater Infiltration Project. She discussed the following items: 1) Portions of the stormwater discharges from the City drains to Machado Lake; 2) Draft Preliminary Design Report; 3) This is a joint project with the Cities of Torrance, Rolling Hills Estates, Rancho Palos Verdes, Palos Verdes Estates and Los Angeles County Unincorporated; 4) The project's three phases, the first two phases will construct infiltration basins that will only be able to accept stormwater discharges from the City of Torrance and phase three is dedicated to accept stormwater discharges from the Peninsula Cities; 5) Subsoil surface exploration revealed that no clay confining layer exists between the contaminant plume and the drinking water aquifer; 6) The project in phase one is only accepting the City of Torrance water, as well as phase two; 7) Option 1 under phase three has been eliminated due to technical reasons by the Los Angeles County Flood Control District; and 8) Option 2 of phase three dry wells has been eliminated due to the modeling of the groundwater movement from the infiltration activities would likely impact the underground plume of contaminants.

City Manager Jeng further stated that the Peninsula Cities have requested that the City of Torrance modify the report to read that all participants that contributed monies to fund the effort be reflected as partners of the project. She indicated that if phase three were eliminated, this action would not achieve the compliance volume.

Discussion followed among the Councilmembers and staff regarding clean up of the plume, construction of the airport project, other supplemental projects, Measure W funds, cost estimates for construction of the three phases, and constructing catch basins in the City.

By consensus, the City Council received and filed the staff report as presented.

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

Agenda Item 10-B was discussed at this time.

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B. DISCUSSION ON RESIDENT'S EFFORT ON COYOTE MANAGEMENT (ORAL).

Councilmember Black stated that he received a letter from a resident who lost his pet due to a coyote incident and that the resident distributed coyote trapping consent forms to residents. Councilmember Black suggested that a letter of condolence and thank you letter be sent to the resident.

City Manager Jeng stated that she spoke to the resident regarding his efforts with distributing the coyote trapping consent forms and thanked him for distributing the forms. City Manager Jeng noted that correspondence was received from resident Leslie Stetson and that a copy was provided to the City Council.

Mayor Wilson opened public comments.

Leslie Stetson, 71 Saddleback Road, expressed concern with coyote trapping and stated that she does not support the City's coyote control methods.

Hearing no further public comments, Mayor Wilson closed public comments.

Following public comment and discussion, the City Council, by consensus, requested that staff draft a thank you letter to be sent to the resident who distributed coyote consent forms to the community.

Agenda Item 10-A was discussed at this time.

A. COYOTE FORUM REPORT (ORAL).

Councilmember Dieringer and Mayor Pro Tem Mirsch presented an overview of the Coyote Forum held on November 8, 2018. The following items were discussed: 1) Several residents attended the forum; 2) The City's trappers were in attendance; 3) Coyote control methods; 4) Trapping consent forms process; 5) Relocation of coyotes is not feasible; 6) Coyotes are being pushed out from their territory and seeking alternative food sources; and 7) The City is controlling coyotes and not eradicating the coyote population.

**11. MATTERS FROM STAFF**

A. UPDATE AND DISCUSSION ON AMERICANS WITH DISABILITIES ACT (ADA) TRANSITION PLAN.

Senior Planner Stewart presented an overview of the Americans with Disabilities Act (ADA) Transition Plan. She stated that Title II of the ADA Act requires that cities not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs or activities. She stated that the ADA Transition Plan prioritizes improvements based on available funding from the City and other factors such as previously planned facility projects, remodeling and renovations, complaints regarding accessibility, risk management issues, changes in budgets, and prevalence of use of certain City facilities by persons with disabilities. She discussed staff's use of the Disability Access Consultants Corp (DAC) software program to create and track various ADA reports. Senior Planner Stewart stated that a survey was prepared and is currently being made available to residents and organizations as part of addressing policies and communication barriers. She indicated that community members, organizations serving the disabled, as well as any resident of the City can provide input on where the City is meeting the ADA requirements and where they believe that changes would be beneficial. She stated that this

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information from the survey is a requirement by Title II and will be incorporated into the ADA Transition Plan.

In response to Mayor Wilson's question, Senior Planner Stewart stated that the cost of the DAC software program is approximately \$2,000 per year.

Mayor Pro Tem Mirsch moved that the City Council receive and file the staff report as presented. Councilmember Black seconded the motion, which carried without objection by the following voice vote:

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

NOES: COUNCILMEMBERS: None.

ABSENT: COUNCILMEMBERS: None.

ABSTAIN: COUNCILMEMBERS: None.

**12. CLOSED SESSION**

NONE.

**13. ADJOURNMENT**

Hearing no further business before the City Council, Mayor Wilson adjourned the meeting at 8:58 p.m. The next regular meeting of the City Council is scheduled to be held on Monday, January 28, 2019 beginning at 7:00 p.m. in the City Council Chamber at City Hall, 2 Portuguese Bend Road, Rolling Hills, California.

Respectfully submitted,

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Yvette Hall  
City Clerk

Approved,

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Patrick Wilson  
Mayor