

**ADJOURNED**

**MINUTES**

**POLICY DEVELOPMENT SESSION**

**MARCH 4, 2006**

An adjourned meeting of the City Council of the City of Rolling Hills Estates was called to order at 8:12 a.m., at the Norris Pavilion, 501 Indian Peak Road, Rolling Hills Estates, by MAYOR ZUCKERMAN.

**ROLL CALL**

City Council Members Present: Addleman, Mitchell, Seamans, Zuckerman, Zerunyan

Staff Present: City Manager Doug Prichard  
Assistant City Manager Sam Wise  
Community Services Director Andy Clark  
Planning Director David Wahba  
Administrative Services Director Mike Whitehead  
Assistant to the City Manager Greg Grammer

**PUBLIC COMMENT**

Tom Judge, 28 Rollingwood, noted several items of concern which included televising Planning Commission meetings, hillside slippage in the Rollingwood area, traffic congestion at various intersections, and parking in the commercial district. City Manager Prichard suggested a letter be sent from the Mayor to the Homeowners' Association clarifying whether or not a project in that area is setting a precedent.

Janice Scott, Property Manager, Peninsula Center, requested the COUNCIL consider amending the Peninsula Village Master plan to include their shopping center.

Rick Edler, 608 Silver Spur Road, stated his concern with temporary permits for use during construction of new projects to accommodate the medical/dental tenants. He noted that he has had some difficulty getting medical/dental tenants due to use restrictions and stated he wished to keep them in the community.

Anton Kotze, General Manager, The Avenue, noted that he is in favor of the Master Plan and is attempting to continue to make it clear that he has many tenants in their shopping center that are making only marginal profit. He noted his desire to secure the future of a retail base at that location, urging COUNCIL to support whatever efforts he can do to revitalize The Avenue and be a part of the Master Plan. He noted his support of a mixed-use element as well. He noted he will bring a conceptual plan of their intended improvements in the next few months.

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Planning Director Wahba provided an updated on the Program EIR for the Peninsula Village Master Plan. He noted that it should be completed in June and presented to the Planning Commission at that time. He noted that any new project will be reviewed under the new guidelines and will include the impacts from that particular project, i.e. traffic and parking. He then reviewed what SCAG will be doing as far as analysis of the Peninsula Village Master Plan as part of a 2% solution project area.

COUNCILWOMAN MITCHELL commented that it is the desire to achieve a balance between residential and commercial to create a synergy to pull the entire business district together.

COUNCILMAN ZERUNYAN noted that the SCAG report will show the city how to address all issues appropriately.

MAYOR PRO TEM SEAMANS noted that she is in favor of this as she has been a proponent of the economic development movement as well as the streetscape plan and believed it should extend to lighting all the roads in the commercial district in order to make it look consistent.

COUNCILMAN ADDLEMAN noted that if there are too many residential projects, the SCAG report will bear that out and answer those questions raised in the discussion. He supported connecting The Avenue to Peninsula Center.

City Manager Prichard noted that whether there is a residential or commercial component to connect The Avenue and Peninsula Center, the City should assist in developing a link to those two centers.

COUNCILMAN ADDLEMAN noted that at the PV Transit Authority meeting, they discussed a shuttle service that could assist in transporting residents to and from the shopping centers.

MAYOR ZUCKERMAN noted his concerns and believed that the comments made at the meeting were very helpful. He referred to Little Silver Spur Road and it is part of the business district. He noted that the COUNCIL must consider the long-term impacts and create a plan that works for the community over time, particularly in regard to transportation capacity. He noted that it is the City's responsibility to remind the public that this is a work in progress and provide education on the progress.

COUNCILMAN ZERUNYAN noted there needs to be a substantial tie between The Avenue and Peninsula Center and not have a piecemeal approach to the shopping areas.

Discussion ensued regarding how to deal with potential developers. Suggestions included referring to the Program EIR once it has been completed and look at the whole picture as to how a project will impact traffic, etc.

Further discussion continued regarding projects that may be submitted prior to the Program EIR. It was the consensus of the COUNCIL to continue processing those projects that meet existing development

standards, discourage applications that do not meet those standards, but if the developer wants to go forward with an application in the hopes of being granted a variance, that those projects would be required to have their own environmental analysis.

Planning Director Wahba explained the intent of a proposed Lighting and Landscaping District. He noted that an RFQ has been issued for an engineering report. Funding of improvements may require assessment of each property located within the master plan. Quimby fees may also be used for park improvements in the district.

It was noted that an assessment district must be voted on by the affected property owners.

COUNCILMAN ZERUNYAN noted that the City may need to raise funds and should consider vacating and selling to adjacent property owners portions of Little Silver Spur.

MAYOR PRO TEM SEAMANS noted her support to extend the Landscape and Lighting District to Hawthorne Boulevard.

COUNCILMAN ADDLEMAN noted that a central parking structure combined with shuttle service could mitigate some traffic concerns, and that selling portions of Little Silver Spur could go toward funding this endeavor.

MAYOR ZUCKERMAN noted that land cost and demand for product will dictate what the cost and benefit is to the developer for any particular project. He expressed the need to be careful about preserving future flexibility and maintaining progress where the City has already seen interest in real applications.

It was the consensus of the COUNCIL to pull Little Silver Spur Road from consideration of the Landscape and Lighting District.

COUNCILMAN ZERUNYAN presented a proposed land use redevelopment conceptual plan for a specific site in Peninsula Center.

COUNCILWOMAN MITCHELL discussed the possibility of a parking authority. City Manager Prichard noted that the COUNCIL received and filed a previous report, deciding not to move forward because of the difficulty in finding a revenue stream for payback of construction bonds. He indicated that professional project development consultant help would be required to assist the City in analyzing development opportunities, meeting with potential developers and assembling properties for development. He suggested that a request for qualifications be sent out to see what type of direction could be provided.

City Manager Prichard suggested forming a subcommittee of the COUNCIL to work with any consultant on this issue.

MAYOR PRO TEM SEAMANS moved, seconded by COUNCILMAN ZERUNYAN

TO 1) APPOINT MAYOR ZUCKERMAN AND COUNCILMAN

ZERUNYAN TO SERVE ON THIS SUBCOMMITTEE; AND 2) DIRECT STAFF TO SEND OUT A REQUEST FOR PROPOSALS FOR A DEVELOPMENTCONSULTANT.

THERE BEING NO OBJECTION, IT WAS SO ORDERED.

**PUBLIC SAFETY**

Traffic Congestion Management – Assistant City Manager Wise provided a brief staff report (as per agenda material.

After brief discussion, it was the consensus of the COUNCIL to direct the Traffic and Safety Committee to review the traffic portion of the draft Peninsula Village Program EIR and have those comments incorporated into the report.

Additional Traffic Enforcement Deputy – Assistant City Manager Wise noted that steps have been taken to ensure that a traffic enforcement deputy will be at Rancho Vista School.

After some discussion, it was the consensus of the COUNCIL to direct staff to reinforce parental responsibility with representatives of the School District.

Assistant City Manager Wise referred to a request from the City of Rolling Hills regarding an additional crossing guard at Portuguese Bend Road and Palos Verdes Drive North. He noted that a previous study was conducted at this location where it was determined that it did not meet the criteria for approval.

It was the consensus of the COUNCIL to uphold the policy of only providing crossing guards at intersections that meet the California Department of Transportation's established warrants.

Brief discussion ensued regarding the possible elimination of the crossing guard at Palos Verdes Drive North and Hawthorne Boulevard as it may not warrant having an individual posted at that intersection. Staff was directed to periodically reassess those intersections that are currently staffed with crossing guards and bring recommendations to COUNCIL if warrants are no longer met.

Street Improvements - Discussion continued regarding extending the left turn pocket from Hawthorne Boulevard onto Palos Verdes Drive North.

It was the consensus of the COUNCIL to direct staff to provide an estimate for a number of projects at the Budget Study Session.

After discussing possible improvements to Palos Verdes Drive North west of Crenshaw Boulevard, it was the consensus of the COUNCIL to leave that area as is.

Following discussion, it was the consensus of the COUNCIL to direct staff to prepare the FY 2006-07 budget with the addition of one shared regional traffic deputy.

Assistant to the City Manager Grammer reported that televising the Planning Commission meetings is not in the City's cable franchise. He noted that there would be an additional cost if the COUNCIL so desires.

It was the consensus of the COUNCIL to include the cost of televising Planning Commission meetings for discussion at the Budget Study Session.

After brief discussion, it was the consensus of the COUNCIL to direct staff to compile an attendance list of the Park and Activities and Planning Commissioners from 2005 and 2006 for review. Planning Director Wahba noted that he will send a letter to the Planning Commission asking them to advise him when they will not be attending a meeting as well as relay the COUNCIL'S concern on their attendance when important decisions are being made on various projects.

### **CITY BOUNDARY ISSUES**

City Manager Prichard provided a brief overview of the staff report (as per agenda material). He suggested discussing with the City of Rancho Palos Verdes consideration of boundary adjustments in the commercial district as the sales tax sharing agreement will expire in 2010.

It was the consensus of the COUNCIL to direct City Manager Prichard to contact the Rancho Palos Verdes City Manager in order to discuss these issues.

Discussion ensued regarding the City annexing the Los Angeles County unincorporated areas such as Academy Hill, The Estates and Westfield.

It was the consensus of the COUNCIL to reserve judgment on the matter but investigate the fiscal impact of such annexations.

### **CAPITAL PROJECTS**

City Manager Prichard recommended that an estimate be obtained for the City Hall kitchen expansion to be completed in-house.

COUNCILWOMAN MITCHELL suggested possibly enclosing the Council Chambers patio for use as a conference room.

It was the consensus of the COUNCIL to direct staff to obtain estimates for City Hall kitchen improvements and construction of a conference room for discussion at the Budget Study Session.

Council Chambers – Discussion ensued regarding COUNCILMAN ZERUNYAN'S suggestion to purchase monitors for the dais in order to have the COUNCIL view Power Point presentations more easily.

It was the consensus of the COUNCIL to direct staff to submit a proposal

for monitors in the Council Chambers.

MAYOR ZUCKERMAN suggested utilizing three-ring binders with tabs for the agenda packets.

COUNCILMAN ZERUNYAN inquired as to refurbishing the Council Chamber furniture.

After some discussion, it was the consensus of the COUNCIL to direct staff to submit a cost estimate for refinishing the Council Chamber furniture for discussion at the Budget Study Session.

Storm Drain Improvements- COUNCILMAN ADDLEMAN commended Assistant City Manager Wise for his assistance in locating funding for these projects. It was noted that this item will be reviewed every year as part of the Budget Study Session.

California Water Service Project – Assistant City Manager Wise noted that he received a conceptual proposal from California Water to locate their project behind the homes along Palos Verdes Drive North.

Traffic Signals – Assistant City Manager Wise noted that a bid was awarded at the last COUNCIL meeting for battery back-up signals.

After brief discussion, it was the consensus of the COUNCIL to support relinquishing some control of the traffic signal system to a regional network in exchange for better congestion management. Additionally, it was noted that a presentation will be scheduled at a future COUNCIL meeting.

ADA Improvements – Community Services Director Clark provided an update on Proposition 12 funds that should pay for a portion of this work.

### **INACCESSIBLE BRIDLE TRAILS/VOLUNTEER TREES**

MAYOR ZUCKERMAN noted that there are many horsetrails where three-rail fencing has not been replaced. He inquired if the COUNCIL wishes to be more firm in its handling of this issue even when the fences are not in public view.

Following discussion, it was the consensus of the COUNCIL to invite the homeowners' associations to a workshop in order to discuss the issue, which would include the possibility of creating a fence maintenance grant program similar to the City's entryway beautification program.

After brief discussion, it was the consensus of the COUNCIL to make non-native vegetation and volunteer trees available to local area nurseries who will pay the City for their value.

### **CELL SITES**

Assistant City Manager Wise reported that the City has received two applications for cell site installation.

Discussion ensued regarding the need for utilizing CEQA legal services.

It was the consensus of the COUNCIL to apply a categorical exemption for these applications rather than undertake a full analysis each time.

Discussion then ensued regarding local control of telecommunications. It was noted that this issue will be decided upon at the federal level.

After continued discussion, it was the consensus of the COUNCIL to contact Verizon in an effort to determine their interest in meeting with the City to negotiate a cable franchise.

### **PEAFOWL MANAGEMENT PROGRAM**

City Manager Prichard noted that the City received a request from Harbor Sight regarding trapping peafowl in larger numbers.

It was the consensus of the COUNCIL to have Animal Control continue providing service in the manner described when the program was created.

COUNCILMAN ZERUNYAN noted that he met with his homeowners' association committee, and that they seemed to be communicating well. He noted that the committee requested an avian specialist to write an article in the Dapplegray Lane newsletter educating the residents about feeding and managing the peafowl as well as addressing ways of undertaking a census, etc.

*NIMS Compliance* – Assistant to the City Manager Grammer provided a brief update of the City's intent to comply with NIMS. He noted that he is awaiting direction on how to amend the plan in order to achieve compliance.

COUNCILMAN ZERUNYAN suggested organizing and televising a public workshop inviting homeowners' associations' presidents and School District representatives for an educational session on what do in the event of an emergency.

City Manager Prichard then suggested coordinating this meeting with law enforcement and other agencies on the hill.

### **INFORMATION TECHNOLOGY**

Administrative Services Director Whitehead providing a brief update (as per agenda material). He noted that the Finance Department is involved in changing over the accounting system which would simplify many financial functions, i.e. on-line payments, automated check payments, updating business license operations.

Server – Administrative Services Director Whitehead noted he would like to bring in a more powerful server rather than continually repairing the old system.

Work Stations – Administrative Services Director Whitehead noted that various work stations have been upgraded.

Wireless – Administrative Services Director Whitehead provided a brief update (as per agenda material).

Website and E-Mail – Administrative Services Director Whitehead provided a brief update (as per agenda material).

Phone System – Administrative Services Director Whitehead provided a brief update (as per agenda material).

City Manager Prichard indicated that an automated phone system is being proposed for the next fiscal year and will be included for discussion at the Budget Study Session.

MAYOR PRO TEM SEAMANS inquired as to WiFi in the commercial district. Administrative Services Director Whitehead noted that this would need to be priced out separately.

Brief discussion ensued regarding the GIS system. Administrative Services Director Whitehead stated that they are still in the process of considering vendors, but that on-going support costs being quoted are extremely high.

### **GENERAL PLAN UPDATE**

Planning Director Wahba noted that work on the General Plan would not begin until the issue of residential density in the Master Plan area was resolved. He noted that once this is accomplished, updating the Housing Element will be the next step.

COUNCILWOMAN MITCHELL noted that she is on the League's Infrastructure Task Force. She stated that once the bonds are issued, funds should be available for local government infrastructure improvements, which would include funding for General Plan updates.

### **OPERATIONS ANALYSIS**

City Manager Prichard provided a brief update (as per agenda material). He noted that a new Associate Planner has been hired and will begin work in April.

After brief discussion, it was the consensus of the COUNCIL to appoint Kristin Pelletier as Interim City Attorney at the next meeting.

Council Travel – COUNCILWOMAN MITCHELL suggested that COUNCIL MEMBERS attend the National League of Cities’ conferences. MAYOR ZUCKERMAN recommended that a delegate be appointed to attend out of state conferences.

It was the consensus of the COUNCIL to appoint a delegate to the National League of Cities at the next meeting.

In regards to attending any other out of state conferences, it was the consensus of the COUNCIL to consider attendance on a case-by-case basis.

City Council Meeting Times – After brief discussion, it was the consensus of the COUNCIL to have City Manager Prichard explore any Municipal Code implications in moving the Council meeting start time to 7:00 p.m.

50<sup>th</sup> City Celebration Anniversary – Community Services Director Clark noted that the Park and Activities Commission has formed a committee to plan this event. MAYOR PRO TEM SEAMANS volunteered to serve on this committee.

MAYOR ZUCKERMAN suggested inviting residents to take photographs throughout the year as well as asking them to submit older pictures for inclusion in a book for them to enjoy.

It was the consensus of the COUNCIL to follow this approach.

Second Structure Policy – It was noted to explore this item at a future homeowners’ presidents’ meeting.

Tree Trimming - MAYOR PRO TEM SEAMANS inquired as to the tree trimming rotation. Community Services Director Clark noted that the City is working with West Coast Arborists on this item which will be discussed at the Budget Study Session.

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At 4:17 p.m., the CITY COUNCIL convened into closed session.

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**CLOSED SESSION**

DISCUSSION WITH RESPECT TO PERSONNEL MATTERS: EMPLOYEE ASSOCIATION NEGOTIATIONS  
(Pursuant to Government Code Section 54957)

Staff was directed to continue negotiations with the Employees’ Association and investigate the method by which COUNCIL MEMBERS could participate in the City’s health insurance program at their own expense.

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At 4:37 p.m. the COUNCIL reconvened with MAYOR ZUCKERMAN, MAYOR PRO TEM SEAMANS, COUNCILMAN ADDLEMAN, COUNCILWOMAN MITCHELL, COUNCILMAN ZERUNYAN present.

**ADJOURNMENT**

At 4:37 p.m., MAYOR ZUCKERMAN formally adjourned the City Council meeting to March 14, 2006 at 7:30 p.m. in the City Hall Council Chambers.

Submitted by,

Approved by,

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Hope J. Nolan  
Deputy City Clerk

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Douglas R. Prichard  
City Clerk