

CITY MANAGER'S WEEKLY ADMINISTRATIVE REPORT

JANUARY 6, 2021 (REPORT NO. 21-01)

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CITY MANAGER'S OFFICE



A New Year's Message from the Mayor

Dear Residents of Rancho Palos Verdes,

As we begin 2021, I can't help but reflect on the year we are leaving behind. A year marked by tremendous pain and loss, but also immense courage. I think of the many moments of struggle, but also those critical moments of triumph. I believe in the human spirit and how that spirit is amplified when we come together, and we step across those illusory boundaries that often separate us. We are all interconnected as a community and any time we demonstrate compassion toward one another, it helps us all rediscover that shared connection.

It is through that compassion that we remain resilient and through that resiliency that we have found our hope. I have been personally moved by the depth of compassion I have seen from many of you this past year and how we have united as a community. Difficult days remain but let us continue to look out for one another and hold fast to

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that tenacious sense of hope for the brighter days in 2021 that are ahead. I wish you and your families a happy and safe new year.

Eric D. Alegria

Mayor of Rancho Palos Verdes

City Hall Temporarily Closed to the Public

In response to the ongoing COVID-19 surge across Los Angeles County, and to limit public contact to protect the health and well-being of residents and City staff, **City Hall will be temporarily closed to the public starting January 5 through January 29**. The City will remain open for business, however, by telephone, email, online and limited curbside services. Some employees are working on rotation and may be working remotely. Please visit the appropriate department page on the City website for a list of phone numbers and email addresses to accommodate your needs. For a list of departments, visit <http://www.rpvca.gov/148/Departments>.

Community Development Department applications and permit requests may be submitted to planning@rpvca.gov.

Building permit applications and requests may be submitted to buildingsafety@rpvca.gov.

Payments can be made online at

<https://dpm.bankofthewest.com/ebpp/RPVCA/Login/Index> or by phone at 310-544-5301.

Non-emergency service requests may be submitted at

<http://www.rpvca.gov/FormCenter/NonEmergency-Customer-Service-Requests-3/NonEmergency-Customer-Service-Requests-43>.

Public Works service requests may be submitted at

<https://survey123.arcgis.com/share/6d13530e7ca84edbb5c4e022bdc54da8>.

As a reminder, all City park buildings are closed and all in-person, outdoor recreation classes have been postponed until further notice.

Take the RPV Citizen Satisfaction Survey for a Chance to Win a \$25 Gift Card!

The City of Rancho Palos Verdes wants to hear your feedback, community concerns, and priorities! We're conducting a **Citizen Satisfaction Survey** to get your input on a range of topics, from public safety to City communications, emergency preparedness, the future of the Civic Center site, and more. Your input will go a long way toward helping the City enhance programming and make decisions to better our community!

Plus, by completing the survey, you can enter a **chance to win a \$25 gift card** to a local RPV business!



Take the RPV Citizen Satisfaction Survey online or by mail by January 25, 2021.

Responses are limited to one per respondent. To prevent multiple submissions from the same respondent, **a home address is required**.

Complete the survey online at [surveymonkey.com/r/rpv](https://www.surveymonkey.com/r/rpv).

So far, more than 450 residents have taken the survey online, with an average completion time of 15 minutes. Print surveys were mailed to all RPV residential addresses in late December.

Raffle prize winners will be selected at random and announced on the City's social media pages and notified individually.

Read a press release about the survey at bit.ly/2Kp8AJX.

If you have any questions about the Citizen Satisfaction Survey, please contact Senior Administrative Analyst, Jesse Villalpando at jvillalpando@rpvca.gov.

New Year, New Laws

Most of the 372 bills that Governor Gavin Newsom signed into law in 2020 took effect last week on New Year's Day. For highlights across numerous policy areas — including

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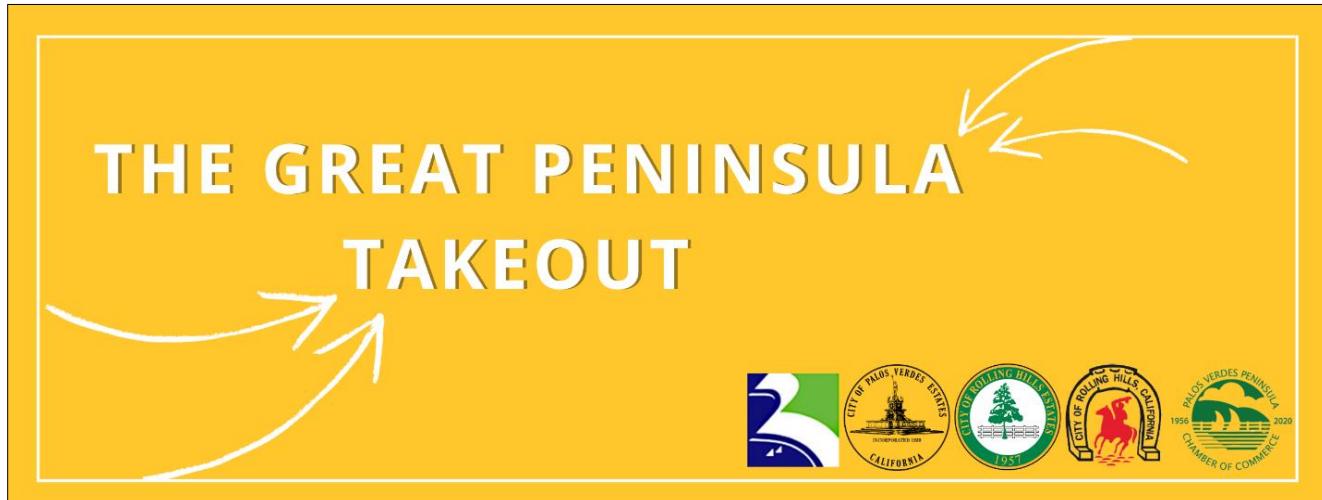
COVID-19, wildfires, criminal justice, business, and traffic safety — see the Daily Breeze articles attached to this report.

Thank You for Your Generosity this Holiday Season!

The City of Rancho Palos Verdes would like to thank all the residents who participated in donation drives this holiday season benefitting Toys for Tots, Operation Teddy Bear, Palos Verdes Peninsula Unified School District, and other local groups. Your generosity is greatly appreciated.

Additionally, over 20 local seniors were recipients of the Mayor's Holiday Care Packages. This was a wonderful opportunity to continue to spread holiday cheer in the New Year!





The Great Peninsula Takeout

All residents are encouraged to participate in **The Great Peninsula Takeout**, a Peninsula-wide effort to support local restaurants. Join our community in this "Takeout Tuesdays and Takeout Thursdays" initiative by posting on social media and inviting friends and neighbors to order takeout! Check the [Open for Business page](#) on the City website for a list of local restaurants offering takeout, delivery and curbside pickup.



Are you a Peninsula restaurant offering takeout, delivery, curbside pickup or drive-thru service? Let us know! Email info to mbright@rpvca.gov.

COVID-19 Community Updates

The City continues to monitor the spread of the novel coronavirus in Los Angeles County and distributes

COVID-19 Community Updates via listserv and social media on Thursdays, though any major announcements in between will be shared with the community. The newsletter provides a range of information, such as up-to-date case numbers for the City, and the neighboring Peninsula cities, along with information on resources and services available. **Please note that due to the upcoming Winter Break City Hall closure, the final COVID-19 Community Update for 2020 will be released on December 17. The newsletter will resume on January 7.**



If you haven't done so already, sign up for COVID-19 Community Updates by subscribing to the Breaking News listserv at rpvca.gov/notify. An archive of COVID-19 Community Updates is available at: <http://rpvca.gov/1304/Community-Updates>

A webpage on the City website with coronavirus updates, resources and information is continuously being updated at rpvca.gov/coronavirus

And be sure to follow the City on [Nextdoor](#), [Facebook](#), [Twitter](#) and [Instagram](#)!

COVID-19 Cases

As of January 5, there are 840,611 confirmed cases of COVID-19 across Los Angeles County (population 10.17 million), including the South Bay, so the public should not think one location is safer than another, and everyone should be aware and practice physical distancing. The total includes 849 cases in Rancho Palos Verdes (population 41,731), 239 in Palos Verdes Estates (population 13,190), 152 in Rolling Hills Estates (population 8,066), 28 in Rolling Hills (population 1,874), and 39 in the unincorporated areas of the Peninsula. Countywide, 11,071 people have died.

According to the Department of Public Health, 26 deaths have been reported in Rancho Palos Verdes. The City extends its deepest condolences to the families of these residents.

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For a list of cases broken down by city, demographic characteristics, and settings, visit:
<http://publichealth.lacounty.gov/media/Coronavirus/locations.htm>

For an interactive dashboard with maps and graphs showing testing, cases and death data by community, poverty level, age, sex and race/ethnicity visit:
http://dashboard.publichealth.lacounty.gov/covid19_surveillance_dashboard/

An interactive dashboard of COVID-19 cases in the South Bay maintained by the City of Torrance is available at bit.ly/2XB1fv1. The dashboard reflects information sourced by the Los Angeles County Department of Public Health.

Emergency Preparedness



City of Rancho Palos Verdes
Surprise EOC Exercise
After Action Review

November 11, 2020



Surprise EOC Exercise- After Action Review

On November 11, 2020, City staff participated in a hybrid (in-person and virtual) EOC Surprise Exercise. This year's unannounced exercise scenario was based on a brushfire in the South West portion of the Forrestal Reserve. The exercise was held from 9:00 am to

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11:00 am and was conducted with no advanced notice to City staff to assess the City's readiness in the event of a real emergency. This exercise enabled City staff to experience what responding to a developing emergency is like and helped staff identify training, equipment, and logistical opportunities to improve the City's ability to respond in a disaster.

The City Council, Fire Chief Hale, and Lomita Station Captain Powers were informed of this exercise, and some participated in the simulated incident, including then-Mayor Cruikshank.

The objectives of this exercise were the following:

1. Demonstrate employees' ability to set up and staffing EOC workstations and review position descriptions and checklists without advance notice.
2. Demonstrate the use of the City's Emergency Operations Plan and EOC Section Plans.
3. Conduct a baseline assessment of current emergency response capabilities and readiness.
4. Identify recommendations for improvements to current emergency response protocols.

As a result of the City's emergency planning, training, and dedication to emergency preparedness, the response to this surprise exercise by City of Rancho Palos Verdes employees went exceptionally well.

To thoroughly assess the City's readiness to respond in a disaster, the City has drafted an after-action review of the Surprise EOC Exercise (see attachments). This review highlights a number of the City's strengths demonstrated in this exercise, outlines lessons learned, and provides recommendations to strengthen the City's readiness to respond to a disaster. The After-Action Review was based on staff observations and input and describes adjustments and improvements to be made to overall City emergency operations, staff will address these focus areas to further enhance the City's ability to respond effectively and minimize life and property loss to disasters faced by the City.

CARES ACT Reporting

The City received approximately \$515,000 as reimbursement through the CARES Act Coronavirus Relief Funds for expenditures the City incurred because of COVID-19. The

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City submitted its third cycle of reporting to the California Department of Finance on January 5, 2021. Control Section 11.90 (CS 11.90) of the Budget Act of 2020 requires cities and counties to report on expenditures, obligations, and projections and summarize regional collaboration efforts and non-duplication of efforts through December 30, 2020. The third cycle of reporting included expenditures for March 2020 through December 30, 2020.

To date, the City has received four disbursements of funds representing 100% of the total available funds as of October 14. Governor Newsom signed the state budget on June 29, which included \$500 million of CARES Act funding for cities — \$225 million for cities with populations greater than 300,000 and \$275 million for cities with populations less than 300,000. To receive the monies, the City submitted a certification form of adherence to federal guidance, the state's stay-at-home requirements, and other health requirements as directed in the Governor's Executive Order N-33-20, any subsequent executive orders or statutes, and all California Department of Public Health orders, directives, and guidance issued in response to the COVID-19 public health emergency.

Monthly Disaster Preparedness Messaging- Courtesy of the RPV Emergency Preparedness Committee

The City of Rancho Palos Verdes Emergency Preparedness Committee will be providing monthly emailing messaging to residents with emergency preparedness information and educational materials. To receive the Committee's monthly messaging, be sure to sign up for the "Emergency Notifications" city listserv at rpvca.gov/notify. For additional information about emergency preparedness in the City of Rancho Palos Verdes, visit the City's website at www.rpvca.gov/Emergency.



How to Shutoff Utilities in an Emergency

When disaster strikes, it often affects one or more of the utility systems in our homes. Natural disasters can strike without warning, and every emergency plan should include knowing how to shut off your utilities.

Here are some tips if you need to power down utilities after a natural disaster or an emergency strikes.

Natural Gas

Natural gas leaks and explosions cause a significant number of fires after disasters. It is important that all household members know how to shut off natural gas. Make sure everyone in your household knows the proper shut-off procedure for your meter. Do not actually turn off the gas when practicing shutting it off.

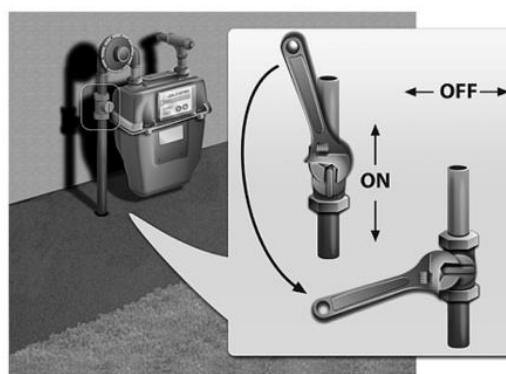
- If you smell gas or hear a blowing or hissing noise, open a window and get everyone out quickly. Turn off the gas using the outside main valve if you can and call the gas company from a neighbor's home.
- Caution: If you turn off the gas for any reason, only a qualified professional can turn it back on. NEVER attempt to turn the gas back on yourself.
- Keep a 12-inch or larger adjustable wrench with your emergency supplies, or next to your valve. Do not store the wrench on the meter or other natural gas piping or related equipment.

Step 1: Locate Your Natural Gas Meter

- It's important to know exactly where your natural gas meter is so you can find it in case of an emergency.

Step 2: Find the Natural Gas Shut-off Valve

- As you face the meter, you'll see a pipe running from the ground to the meter. There is a shut-off valve running parallel with the pipe, usually located about 6 to 8 inches above the ground.
- **To turn gas off,** Take a 12-inch or larger adjustable wrench, and turn the valve 1/4 turn in either direction, until the valve is crosswise to the pipe.
 - When the lever crosses the direction of the pipe (see below) the gas is off.



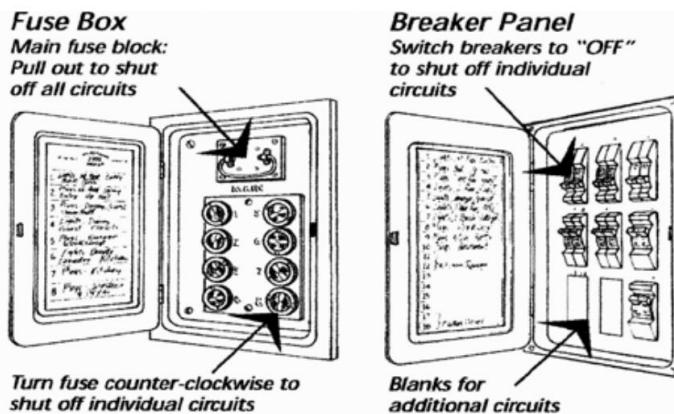
Electricity

Turning off the power to a home is crucial after a disaster because sparks from electric devices could ignite natural gas leaks.

- Unlike gas, turning off the electricity doesn't require any tools. To shut it down, locate the electrical circuit box and switch off all the individual circuits before turning off the main circuit.
- Power should remain off until a professional can ensure there are no gas leaks in the home.

Shut off electricity when:

- Arcing or burning occurs in electrical devices.
- There is a fire or significant water leak.
- You smell burning insulation.
- The area around switches or plugs is blackened and/or hot to the touch.
- A complete power loss is accompanied by the smell of burning material.



Water

Know how to turn off the water to prevent water damage and to prevent polluted water from entering your home system. Water may be turned off at either of the two locations:

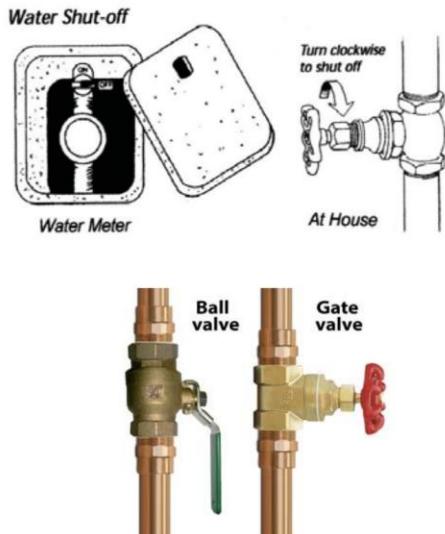
- At the main meter box (usually by the street) or
- At the main water line leading into the house. This is recommended to prevent water from flowing out of your water heater and back into the main line. It is best to shut off water at the water heater inlet valve, often above the water heater.

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- Locate the main water line leading into the house and attach a label to it for quick identification. Obtain a valve wrench for the water meter line. A valve wrench can be purchased at most hardware stores.



Additional Resources:

- [How to Shut Off Your Natural Gas in an Emergency.](#)
- [Ready.gov/safety-skills](#)
- [rpvca.gov/820/Utilities](#)
- [Important Things To Know Before a Disaster](#)



Weekly Crime Report Summaries

The City continues to provide its residents with crime report summaries when they are made available. These weekly summaries include information about reported crimes and arrests served by the Lomita Sheriff's Station, including the City of Rancho Palos Verdes. The summaries are updated on the City's website, distributed via Nextdoor and the Public Safety Alerts listserv, and included in the Weekly Administrative Report (see attachments).

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These summaries can be found on the City website under City Services > Public Safety > Law Enforcement > Crime Reports – Weekly Summaries.

<http://rpvca.gov/1030/CrimeReports---Weekly-Summaries>

Additionally, the Los Angeles Sheriff's Department maintains a website mapping incidences of Part 1 Crimes within its jurisdiction, including the City of Rancho Palos Verdes. To view the City's incidences on the website, please visit:

<https://www.crimemapping.com/map/agency/304>

On the website, you may view incidences from other cities and jurisdictions as well. Please visit the website and follow instructions as given:

<https://www.crimemapping.com/>

Tips to Prevent Vehicle Burglaries

Take steps today to prevent thefts from your vehicle. Residents are strongly encouraged to use "Lock It or Lose It" prevention tips every day. It only takes a matter of seconds for a thief to break into your car and grab your valuable items.



Look through the windows of your vehicle. What do you see? A bag on the passenger seat? A charging cord? A garage door opener? Change in a cup holder? Take it with you or remove it from plain view and be sure to close all windows and lock doors.

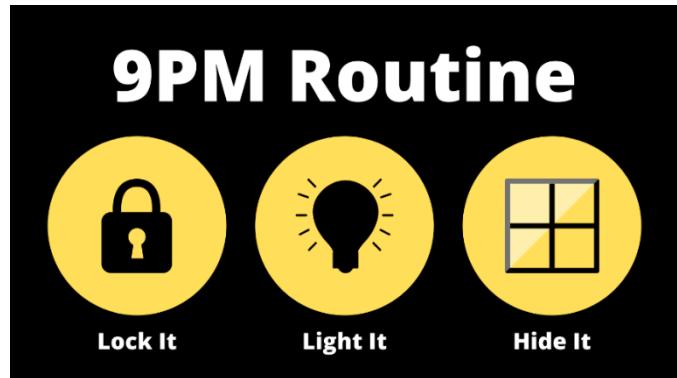
Follow these tips to help prevent vehicle burglaries:

1. Remove all valuable items from your car including purses and electronics.
2. If you must leave valuables behind, put them in your trunk before you reach your destination. Avoid doing so while in plain view.
3. Set your alarm or anti-theft device.
4. Park in a locked garage or in well-lit areas.

If you see suspicious activity report it immediately to the Lomita Sheriff's Station at 310-539-1661. In case of emergency, call or text 9-1-1.

Practice Your 9PM Routine

Every night at 9:00PM, the community is encouraged to lock up the property, turn on lights, and bring in valuables to reduce the likelihood of falling victim to property crimes. Lock all doors and windows, including garage doors, turn on lights or set them on a timer if you plan to be away, and avoid leaving valuables in visible areas. These actions help deter burglars and may help prevent residential burglaries.



Be aware, and if you see something suspicious, say something! The City encourages you to call the Lomita Sheriff's Station at 310-539-1661 if you see suspicious persons or activities.

Join Your Neighborhood Watch



The Rancho Palos Verdes Neighborhood Watch program is a community-based, resident-run organization that exists to make neighborhoods safer through crime reduction and improving quality of life for individuals living in the same area. One of the primary goals of RPV NW is to work with neighbors to fight crime. They receive information directly from the Sheriff's Department and information is disseminated through the NW system. For more information, visit the City's website: <https://www.rpvca.gov/1279/Neighborhood-Watch>

Attachments:

December 30 and 31 Daily Breeze articles on new laws – Page 49

Surprise EOC Exercise - After Action Review – Page 56

FINANCE DEPARTMENT

November 2020 Financial Reports

The City's November 2020 Revenue and Expenditure Financial Reports are now available to view and/or download on the City's website

<http://www.rpvca.gov/1066/Monthly->

[Financial-Reports](#). A snapshot of the General Fund categories is provided below.



November's financials are also available via the new interactive Monthly Finance Report. Staff worked to create a report that would be both interactive and easy to use while continuing to provide important insight into the City's finances. OpenGov, an existing service currently in use by the City, was used to create this interactive report. You can view our new November financial report at

<https://stories.opengov.com/rpv/published/Ar00xYWnO>

General Fund Revenues

At the end of November, the City received a total of **\$5,981,200 or 20.5%** (including transfers) of the FY 2020-21 Revenue Budget of \$29.2 million. The City receives the bulk of its General Fund revenue (over 75%) between December and June. Therefore, a low percentage of received revenues is expected. As summarized in Table 1, compared to the prior year, General Fund Revenues are behind FY 2019-20 by **\$354,900 or 5.6%**.

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Table 1: General Fund Revenues – November 2020

FUND	FUND DESCRIPTION	REVISED BUDGET	FY 2020-21		FY 2019-20		YEAR OVER YEAR CHANGE
			YTD ACTUALS	% REC'D	YTD ACTUALS		
101	GENERAL FUND						
PROPERTY TAXES		\$ 14,129,700	\$ 602,142	4.3%	\$ 579,402	\$ 22,740	3.9%
TRANSIENT OCCUPANCY TAX		3,762,500	1,198,716	31.9%	2,143,476	(944,759)	-44.1%
SALES TAX		2,312,300	479,277	20.7%	702,293	(223,017)	-31.8%
FRANCHISE TAX		2,167,500	353,392	16.3%	360,383	(6,991)	-1.9%
USER UTILITY TAX		2,099,700	727,514	34.6%	660,172	67,342	10.2%
BUSINESS LICENSE		865,300	71,841	8.3%	109,044	(37,203)	-34.1%
GOLF TAX		300,300	222,978	74.3%	171,653	51,325	29.9%
INTEREST EARNINGS		280,000	66,865	23.9%	97,326	(30,462)	-31.3%
BUILDING & SAFETY PERMITS		969,500	504,769	52.1%	467,174	37,595	8.0%
OTHER LICENSES & PERMITS		849,700	364,615	42.9%	472,955	(108,340)	-22.9%
RENTAL/LEASE		321,300	205,197	63.9%	196,706	8,491	4.3%
CHARGES FOR SERVICES		374,800	351,769	93.9%	39,614	312,155	788.0%
PARKING LOT FEES		138,000	199,434	144.5%	99,871	99,563	99.7%
OTHER REVENUE		399,300	59,958	15.0%	167,324	(107,366)	-64.2%
INTERGOVERNMENTAL REVENUE		0	515,258	0.0%	0	515,258	0.0%
TRANSFERS IN		230,000	57,500	25.0%	68,750	(11,250)	-16.4%
TOTAL GENERAL FUND		29,199,900	5,981,224	20.5%	6,336,142	(354,918)	-5.6%

General Fund Revenue Updates

The City had received just under \$1.2 million or 32% in Transient Occupancy Tax (TOT) revenue through November 30. TOT revenue has outpaced staff projections of \$973,400 for this point in the fiscal year. However, as the pandemic still impacts travel through the holidays, staff will continue to monitor TOT revenue and report the mid-year number and the year-end estimates in February/March 2021.

Roughly \$479,200 or 21% in Sales Tax revenue has been received so far during FY 2020-21. Sales Tax revenue typically lags by at least two months, limiting the data available at this point in the fiscal year. A clearer picture of this revenue source should be available later this fiscal year.

Property Tax continues to remain strong with just over \$602,000 or 4.3% received and is on track to meet the adopted budget. The first of two large property tax payments are expected to be received in December.

Parking lot fee revenue continues to outperform budget. Revenue has reached nearly \$200,000 or 145%, which is \$61,000 over the adopted budget, due to increased

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visitations at Abalone Cove. At the start of the fiscal year, the budget for these fees was reduced by \$92,000 in expectation of decreased demand.

Charges for Services remain higher than usual for this time of year with \$352,000 or 94% in revenue. This level of revenue is due to the recording of revenue received from Los Angeles County in July rather than in June, as was done in the previous fiscal year. This money is for the repayment of loans made by the City to the Redevelopment Agency (RDA) for the Portuguese Bend and Abalone Cove Landslide areas. The payment is received each fiscal year.

Golf Tax revenue continues to outpace expectations due to continued high demand. The City has already received over 74% of the projected revenue, \$51,000 more than received at the same period in FY 2019-20.

General Fund Expenditure Updates

At the end of November, the City's expenditures, including encumbrances, totaled **\$16,020,900 or 55.4%** of the FY 2020-21 Expenditure Revised Budget of \$29 million. Similar to the timing of the City's revenues, most of the City's invoices and obligations are typically paid between 30 to 45 days of the following month. Additionally, the Department encumbers any commitment for a specific expenditure with a specific vendor during the first quarter of the year.

Compared to the same period last year, the General Fund Expenditures, including encumbrances, decreased by \$1.78 million or 10%. The results are aligned with the City's reduced budget and current activities. The majority of the decreased activities are a combination of savings from salaries and benefits from delayed/unfilled positions, park closures, and reimbursements from the Coronavirus Relief Fund Grant.

Table 2 is a summary of the City's General Fund Expenditures for November 2020.

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Table 2: General Fund Expenditures – November 2020

FUND	FUND DESCRIPTION	REVISED BUDGET	FY 2020-21				FY 2019-20	YEAR OVER YEAR CHANGE	ACTUALS + ENCUMB.
			YTD ACTUALS	YTD ENCUMB.	YTD ACTUALS + ENCUMB.	USED			
101	GENERAL FUND								
CITY COUNCIL		\$ 102,900	\$ 35,589	\$ 0	\$ 35,589	34.6%	\$ 42,353	(\$6,764)	-16.0%
LEGAL SERVICES		1,000,000	379,690	0	379,690	38.0%	407,565	(27,875)	-6.8%
CITY CLERK		541,000	148,303	2,871	151,175	27.9%	206,330	(55,156)	-26.7%
CITY MANAGER		770,300	243,124	0	243,124	31.6%	268,341	(25,217)	-9.4%
CITY ADMINISTRATION		456,400	76,964	26,725	103,689	22.7%	174,071	(70,382)	-40.4%
HUMAN RESOURCES		316,000	130,489	859	131,347	41.6%	166,617	(35,270)	-21.2%
INFORMATION TECHNOLOGIES		1,191,800	421,061	285,691	706,752	59.3%	658,166	48,585	7.4%
FINANCE		1,566,572	547,109	56,385	603,494	38.5%	735,707	(132,213)	-18.0%
PUBLIC WORKS		5,424,384	1,399,090	1,708,303	3,107,393	57.3%	3,965,160	(857,768)	-21.6%
COMMUNITY DEVELOPMENT		3,145,800	895,174	338,729	1,233,902	39.2%	1,675,785	(441,883)	-26.4%
RECREATIONAL & PARKS		3,226,029	977,866	79,751	1,057,616	32.8%	1,123,009	(65,393)	-5.8%
PUBLIC SAFETY		7,357,200	2,425,717	4,748,080	7,173,797	97.5%	6,770,771	403,027	6.0%
NON-DEPARTMENTAL		1,880,189	292,689	86,057	378,746	20.1%	579,017	(200,271)	-34.6%
TRANSFERS OUT		1,964,000	491,000	0	491,000	25.0%	1,029,225	(538,225)	-52.3%
EMERGENCY OPERATION CENTER		0	169,238	54,302	223,540	0.0%	0	223,540	0.0%
TOTAL GENERAL FUND		28,942,574	8,633,101	7,387,752	16,020,853	55.4%	17,802,116	(1,781,263)	-10.0%

Taxpayers Should Check Out These Tips before Choosing a Tax Preparer

As taxpayers get ready to file their 2021 taxes, they may be thinking about hiring a tax preparer. People should choose a tax preparer wisely. This is important because taxpayers are responsible for all the information on their return, no matter who prepares it for them.

There are different kinds of tax preparers, and a taxpayer's needs will help determine which kind of preparer is best for them. With that in mind, here are some quick tips to help people choose a preparer.



When choosing a tax professional, taxpayers should:

- **Check the IRS Directory of Preparers.**
 - While it is not a complete listing of tax preparers, it does include those who are enrolled agents, CPAs, and attorneys, as well as those who participate in the Annual Filing Season Program.
- **Check the preparer's history with the Better Business Bureau.**
 - Taxpayers can verify an enrolled agent's status on IRS.gov.
- **Ask about fees.**

- Taxpayers should avoid tax return preparers who base their fees on a percentage of the refund or who offer to deposit all or part of your refund into their financial accounts.
- **Be wary of tax return preparers who claim they can get larger refunds than others.**
- **Ask if they plan to use e-file.**
- **Make sure the preparer is available.**
 - People should consider whether the individual or firm will be around for months or years after filing the return. Taxpayers should do this because they might need the preparer to answer questions about the preparation of the tax return.
- **Ensure the preparer signs and includes their preparer tax identification number.**
 - Paid tax return preparers must have a PTIN to prepare tax returns.
- **Check the person's credentials.**
 - Only attorneys, CPAs, and enrolled agents can represent taxpayers before the IRS in tax matters. Other tax return preparers who participate in the IRS Annual Filing Season Program have limited practice rights to represent taxpayers during audits of returns they prepared.

Business License Renewal 2021

On December 1, 2020, the City Council approved to extend the Small Business Financial Assistance Plan to provide relief and promote the general welfare of the City's small business community experiencing negative financial impacts stemming from the COVID-19 pandemic. The approved extension waives the 2021 business license tax for eligible small businesses, as defined by Resolution No. 2020-34.



In addition to the Small Business Financial Assistance Plan, the City Council unanimously voted not to increase the 2021 business license tax for all 1,887 registered businesses. The business categories include in-city consultants, contractors, residential rentals, commercial or delivery vehicles, and refuse haulers.

Lastly, the City Council also approved to continue to assist over 430 home businesses by waiving their business license taxes in 2021.

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During the week of December 14, 2020, the Finance Department mailed business license renewal notices to all registered businesses. Additionally, to assist the Palos Verdes Peninsula Chamber of Commerce, the Finance Department mailed their survey with the business license renewals for the businesses located in the City. The PV Chamber's survey is designed to evaluate the ongoing economic impact to businesses caused by COVID-19 and to assess the needs of businesses going forward. The survey results will inform the Chamber's programming and advocacy work for 2021 and may help the City identify ways to assist its business community. A copy of the survey is attached, and it is also posted on the City's website at <http://rpvca.gov/DocumentCenter/View/16476/2021-Palos-Verdes-Peninsula-Chamber-of-Commerce-COVID-19-Business-Impact-Survey>.

Business licenses may be renewed through the City's website at www.rpvca.gov under the Finance Department's Online Business License Application & Payment. The renewal form and business license tax (if applicable) are due no later than January 31, 2021.

To view the full staff report presented to the City Council on December 1, 2020 visit https://rpv.granicus.com/MetaViewer.php?view_id=5&clip_id=3775&meta_id=88551. Resolution No. 2020-34 can be found at <https://documents.rpvca.gov/WebLink/0/doc/82115/Page1.aspx>

PUBLIC WORKS DEPARTMENT

Public Works Public Counter Service

In-person counter service is suspended until January 29, 2021 to help manage the surge in COVID-19 cases. Services will continue to be provided uninterrupted via phone, email, online, or curb-side. If you are unable to conduct your business via phone, email, or online, you may come to City Hall and call Public Works at 310-544-5252 when you arrive at the front door. A staff member will walk you through the process to receive assistance. To limit physical interaction, drop boxes are available at the front door to submit and/or retrieve documents, if needed. Payments can be made online or by phone (via check or credit card).

For 2021 Parking Permits and Guest Placards, please contact Public Works at 310-544-5252 or publicworks@rpvca.gov.

IMAC Virtual Special Meeting on January 11, 2021

IMAC Virtual Special Meeting – On Monday, January 11, 2021 the City of Rancho Palos Verdes' Infrastructure Management Advisory Committee (IMAC) will hold a virtual special meeting at 6:00 p.m.. The agenda will include the preliminary list of projects for the FY21-22 Capital Improvement Program (CIP). IMAC and members of the public will have an opportunity to review the preliminary list of projects, discuss and provide input. The meeting agenda will be available on Friday 1/8/2021.



This meeting will be conducted via teleconference using the Zoom platform. These measures are to protect the public and City employees, and to do our part to help 'flatten the curve' and slow the spread of COVID-19. For public participation, please click on this link: <http://rpvca.gov/FormCenter/City-Service-Requests-3/Public-Participation-and-Comment-Request-82>. For further questions, please contact Public Works at 310-544-5252 or publicworks@rpvca.gov.

December 16 Peninsula-wide Project Coordination Meeting Update

On December 16, 2020, City staff hosted a peninsula-wide Project Coordination virtual meeting with the Peninsula cities, major utility providers, and PVPLC. Twenty-four

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attendees discussed upcoming projects and how various agencies are impacted by those projects. Although similar “Utility Coordination Meetings” have been held in the past, this meeting also focused on potential traffic impacts to begin addressing the 2020 City Council Goal No. 21 to identify measures to avoid concentrating street construction projects in areas that will impact traffic flows. The next meeting is scheduled for June 16, 2021, at 1:30 p.m.

Road Work along PVDS: January 6 through January 8

The City of Rancho Palos Verdes’ Contractor will be performing repairs along PVDS in the landslide area Wednesday January 6 through Friday, January 8. The work is being performed to address land movement in the landslide. This work will address a bump that has been developing in the road and will provide for a somewhat straighter roadway where the Portuguese Bend Landslide meets the Klondike Canyon Landslide.

Work will commence around 7:30 am and be completed approximately by 5:30 pm daily. Anticipate prolonged delays. If you must drive through the landslide during these times, please proceed slowly, yield to workers, and obey traffic control at the site. As always, consider an alternative route to avoid delays. Thank you for your patience. Questions, please call Public Works at 310-544-5252.



Maintenance Activities

Public Works continues daily cleaning and sanitizing parks' facilities and restrooms to reduce the spread of COVID.

In addition to regularly scheduled maintenance and repairs, Public Works performed the following:

Graffiti Removal

- 10 graffiti removals
- The City's graffiti abatement vendor, Graffiti Protective Coatings, has an app that allows you to use your Apple or Android device to photograph graffiti and create a work order. For best results, location services (i.e., GPS) should be activated on

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your device. If you prefer, you may also manually input the nearest street address for graffiti.



Right-Of-Way Safety

- A tree on Springcreek Road began to fall and was removed.
- Public Works trimmed several pepper trees on Caddington Drive and Goya Drive.



Vegetation Trimming, De-Weeding and Park Maintenance

- Installation of fresh playground mulch at Ryan and Eastview Parks.
- De-Weeding and cleaning occurred along Ambergate Drive, Hazelridge Drive,

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Trialriders Drive, and Plainfield Drive.



Irrigation Repairs and Water Spills

- Ryan Park
- Calle Entradero
- Del Cerro Park
- Ladera Linda Park
- Abalone Cove Park



Sewer response to Basswood Avenue

- Los Angeles County Public Works Sewer found a partially collapsed mainline behind 26753 Basswood Avenue at the end of December 2020.

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- Los Angeles County notified residents of the issue and plans to repair.
- Emergency repairs are taking place now.
- No spillage was found or reported.
- Completion of repairs is estimated by Tuesday, January 12, 2021.
- There are no service interruptions.



COMMUNITY DEVELOPMENT DEPARTMENT

Community Development Public Counter Service

In-person public counter service at City Hall is temporarily suspended until January 29, 2021 to help manage the surge in COVID-19 cases. Services will continue to be provided uninterrupted via phone, email, online, or curb-side. If you are unable to conduct your business via phone, email, or online, you may come to City Hall and call Public Works at 310-544-5228 when you arrive at the front door. A staff member will walk you through the process to receive assistance. To limit physical interaction, drop boxes are available at the front door to submit and/or retrieve documents, if needed. Payments can be made online or by phone (via check or credit card).

Community Development Department applications and permit requests may be submitted to planning@rpvca.gov.

Building permit applications and requests may be submitted to buildingsafety@rpvca.gov.

Payments can be made online at <https://dpm.bankofthewest.com/ebpp/RPVCA/Login/Index> or by phone at 310-544-5301.

Issuance of Amended Ladera Linda Park and Community Center Public Notice for January 26, 2021, Planning Commission Meeting

On December 31, 2020, the Community Development Department issued an amended public notice for the proposed Ladera Linda Park and Community Center project (Attached). The original notice published on December 10, 2020, was amended to include application requests for a Major Grading Permit, Site Plan Review, and Variance. The Planning Commission will consider the proposed project at its meeting on January 26, 2021. Please see the attached notice for more information about the public comment period and Planning Commission meeting proceedings.

Los Angeles County Department of Animal Care and Control (DACC) Promotion

For January 2021, DACC will continue waiving adoption fees for all cats adopted from LA County Animal Care Centers, thanks to a grant from the American Society for the

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Prevention of Cruelty to Animals (ASPCA). Adoption, microchip, and vaccination fees will be waived throughout January. Adopters will only need to pay license fees, where applicable, ranging from \$5 to \$10. For more information or additional questions, residents can visit the County website at <https://animalcare.lacounty.gov/>

January 12 Planning Commission Meeting - Canceled

The Planning Commission Regular meeting of January 12, 2021, to be held at 7:00 PM has been canceled. The next regular scheduled meeting is set for January 26, 2021, at 7:00 PM. The Planning Commission's meeting for Tuesday, January 26, 2021, at 7:00 PM, will be conducted via teleconference using the Zoom platform and broadcast live on the City's website at <http://www.rpvca.gov/772/City-Meeting-Video-and-Agendas> and on RPVTV Channels 33 and Fios38. These measures protect the public and City employees, and do our part to help 'flatten the curve' and slow the spread of COVID-19.

Planning Division Monthly Activity Report

Attached is the Planning Division's Monthly Activity Report for December 2020. The report contains a summary of the Division's activities during this last month regarding 1) New applications received; and 2) Staff, Director, Planning Commission and City Council decisions rendered. As indicated in the report, the Division received 46 new applications and rendered decisions on 35 applications for December 2020.

Building and Safety Division Monthly Activity

Attached is the Building and Safety Division's Monthly Activity Report for December 2020 reporting on: 1) A summary of the new cases received broken down by application type; 2) The number of permits issued; 3) The amount of fees collected; 4) The number of inspections performed; and 5) The number of new plan checks submitted. As indicated in the report, the Division issued 167 permits and performed 412 inspections for December 2020.

View Restoration Division Monthly Activity

Attached is the View Restoration Division's Monthly Activity Report for December 2020 and year-to-date information on 1) New view cases; 2) Pre-application meetings; and 3) Cases resolved by mediation. The Division received 7 new cases in December 2020.

Code Enforcement Division Monthly Activity

Attached is the Code Enforcement Division's Monthly Activity Report for December 2020 reporting on 1) Violations by category; 2) Number of closed cases by violation with median processing times; and 3) Illegal sign abatement. As indicated in the report, the Division conducted 13 field inspections and brought 9 cases to closure for December 2020.

Attachments:

Ladera Linda Park & Community Center Amended Public Notice – Page 66
Planning Activity Summary for December 2020 – Page 71
Building Activity Summary for December 2020 – Page 72
Building and Safety Monthly Report for December 2020 – Page 74
View Restoration Activity Summary for December 2020 – Page 75
Code Enforcement Activity Summary for December 2020 – Page 76

RECREATION AND PARKS DEPARTMENT

Palos Verdes Nature Preserve Parking and Access Mitigation Status Report

On January 19, 2021, the Rancho Palos Verdes City Council will consider strategies to mitigate traffic and congestion impacts associated with the Palos Verdes Nature Preserve, including the following:

- Potential parking fees and parking fines
- Approval of a contract for an app-based parking reserve system for Del Cerro Park and the Portuguese Bend Reserve
- Draft trailhead improvements at Upper Point Vicente Park/Civic Center
- Analysis of total Palos Verdes Nature Preserve costs

The meeting will take place at 7 p.m. in McTaggart Hall at Fred Hesse Jr. Community Park with safety protocols to help prevent the spread of COVID-19, though virtual participation. The meeting will be live-streamed on the City website and televised on RPVtv Cox 33/Frontier FiOS 38 and PVPtv Cox 35/Frontier FiOS 39.

A staff report for this topic will be posted on rpvca.gov/agendas on January 12. **Please submit your questions and concerns to the City Council in advance of the meeting by emailing them to cc@rpvca.gov.** Public comments submitted by 12 p.m. on January 12 will be attached to the staff report, and comments submitted afterward will be provided to the City Council as late correspondence. If you would like to provide comments during the meeting or leave a pre-recorded voice message, please complete a form at rpvca.gov/participate.

If you are a person with a disability and need an accommodation to participate in programs, services, activities, and meetings, contact the City's ADA Coordinator/Risk Manager at 310-683-3157, adarequests@rpvca.gov, 30940 Hawthorne Blvd., Rancho Palos Verdes, CA 90275, at least 48 hours in advance to request an auxiliary aid or accommodation.

Current Safety Measures for Outdoor Recreation and Private Gatherings

The Los Angeles County Department of Public Health recently issued a *Targeted Temporary Safer at Home Order* with updated guidance on attending private group

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gatherings and participating in outdoor recreation activities. Public parks and outdoor spaces are ideal places to gather with your household and participate in recreation activities, as they can help reduce the spread of the virus from one person to another. When participating in a gathering or other activity, all park rules must be followed.

Parks and Trails Open

Parks and trails remain open for recreation use, including running, walking, and playing outdoors with members of the same household. All activities where individuals will be or can be in contact with non-household members require an appropriate face covering unless medically exempt.

Playgrounds Open

Playgrounds are currently open.

Group Gatherings Prohibited

While gathering and participating in recreation activities with your household is allowed, all public and private gatherings and events with people from more than one household are not permitted.

The updated order went into effect on December 30, 2020, and will remain in effect until further notice by the State Public Health Officer.

County of Los Angeles Temporary Targeted Safer at Home Health Officer Order:

http://publichealth.lacounty.gov/media/Coronavirus/docs/HOO/HOO_SaferatHome_SurgeResponse.pdf

Rancho Palos Verdes Park Rules: <http://rpvca.gov/1333/Outdoor-Group-Picnic-Rules>

Winter Recreation Activities Postponed

Following guidance from the County of Los Angeles in response to the ongoing rise in COVID-19 cases, the City of Rancho Palos Verdes is postponing all in-person, outdoor recreational activities until further notice. This includes classes listed in the Winter Recreation Guide and the San Pedro & Peninsula YMCA After School Recreational Enrichment Program. For updates and information on virtual activities, please check rpvca.gov.

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Open Space Management Staff has New Uniforms!

Starting January 1, 2021, staff will wear green pants and tan polos. Open Space Management staff patrols the 1,400 acres of open space in the Palos Verdes Nature Preserve, and works closely with Rangers to assist, educate, and enforce the City's Municipal Code.



Vicente Bluffs Reserve Bluff Fence Project Update

Phase 3 of the Vicente Bluffs Fence Project resumes. Construction crews are making progress, and all “trail closed” signage will remain in place in affected areas where work is still being completed. Patrons are advised to use caution when using the trails in the area.



Acacia Removal Project is Underway

Phase 2 of the Acacia Removal Project is currently underway with the completion of Eagle's Nest and Ailor Trail. Crews has begun removal on Burma Road as of January 4, 2021. The project is expected to take 1-2 weeks with intermittent closures as crews work on Burma Road Trail. Consequently, to allow connectivity among Portuguese Bend Reserve, Ishibashi Trail will allow two-way traffic. One-way signage has been removed. Patrons are asked to wear a face-covering / mask when 6-foot distance among other hikers is not possible, and plan accordingly to avoid crowds.

Trail closure signage remains in place along Burma Road Trail as crews work. Patrons are asked to respect all signage and plan accordingly.

Preserve and Beach Activity Report

Public Contacts: 927

Notice to Appear Citations Issued: 1

Parking citations: 26

Violations Observed: usually corrected and/or warning given: 33

Ocean Trails Reserve:

Rangers continue to receive reports of increased dog use at Rancho Palos Verdes Beach. Animals are not allowed on any beach in the City of Rancho Palos Verdes. Dogs are allowed on the trails if they are on a leash no longer than 6 feet in length. The City is working with Trump National Staff to ensure Municipal Code.



Portuguese Bend Reserve:

Vanderlip Trail repairs are near completion. Work began on Wednesday, November 4, 2020. Crews began to fill in and repair the ruts caused by a water main break in October. Vanderlip Trail and Kubota Trail has been opened as of January 4, 2021. Gary's Gulch Trail will remain closed until January 5th, 2021.



Parks and Preserve Weekend Report

Beaches, parks, and trails, including the Palos Verdes Nature Preserve, have been open since May 13 with physical distancing, under guidance from the County of Los Angeles. Please go to www.rpvca.gov for further information.

Below is a public usage summary report over the past weekend.

PALOS VERDES NATURE PRESERVE and ABALONE COVE

Public Contacts: 927

HESSE PARK - walking paths, playground, and grass area

Total park attendance: 1261

Total interactions with the public: 24

RYAN PARK - walking paths, playground, basketball court, and grass area

Total park attendance: 375

Total interactions with the public: 32

LADERA LINDA PARK - walking paths, playground, basketball and paddle tennis courts, and grass area

Total park attendance: 303

Total interactions with the public: 10

EASTVIEW PARK - walking paths, playground, dog park, and grass area

Total park attendance: 610

Total interactions with the public: 73

LOWER POINT VICENTE PARK - walking paths and grass area

Total park attendance: 6223

Total interactions with the public: 84

Total Weekend Attendance: 9,699

Total Interactions with Public: 223



January 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1  Happy New Year City Hall Closed	2
3	4	5 6:00 pm – City Council Special Meeting (Closed Session) 7:00 pm – City Council Meeting @ Hesse Park Canceled	6	7	8	9
10	11 6:00 pm – IMAC Special Meeting (Virtual Meeting)	12 7:00 pm – Planning Commission Meeting (Virtual Meeting) Canceled	13 7:30 pm – ACLAD Board Meeting (Virtual Meeting)	14	15	16
17	18 6:00 pm – IMAC Meeting @ City Hall Community Room Canceled	19 7:00 pm – City Council Meeting (Hybrid In-Person/Virtual Meeting) @ Hesse Park	20 11:45 am – Mayor's Lunch @ The Depot (Mayor Alegria) 1:30 pm – Sanitation District Meeting (Mayor Alegria)	21 6:00pm – Civic Center Advisory Committee (Virtual Special Meeting) 7:00 pm – FAC Meeting @ TBD 7:00 pm – Emergency Preparedness Committee (Virtual Meeting)	22 8:00 am – Mayor's Breakfast @ Trump National Golf Club/Golfer's Lounge (Mayor Alegria/CC member)	23
24	25 5:00 pm-Klondike Canyon Meeting @ Ladera Linda Community Center 6:30 pm – TSC Meeting (Virtual Meeting)	26 7:00 pm – Planning Commission Meeting (Virtual Meeting)	27 6:00 pm – Nature Preserve Public Forum (Virtual Meeting)	28 6:00pm – Civic Center Advisory Committee (Virtual Meeting) Canceled	29	30
31						



February 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 7:00 pm – City Council Meeting @ Hesse Park	2	3	4	5
7 6:00 pm – IMAC Special Meeting @ City Hall Community Room	8 7:00 pm – Planning Commission Meeting @ Hesse Park	9 7:30 pm – ACLAD Board Meeting @ City Hall Community Room	10	11	12	13
14 6:00 pm – IMAC Meeting @ City Hall Community Room Canceled	15 Presidents' Day – City Hall Closed to Public	16 7:00 pm – City Council Meeting @ Hesse Park	17 11:45 am – Mayor's Lunch @ The Depot (Mayor Alegria) 1:30 pm – Sanitation District Meeting (Mayor Alegria)	18 7:00 pm – FAC Meeting @ TBD 7:00 pm – Emergency Preparedness Committee @ City Hall Community Room	19	20
21 5:00 pm-Klondike Canyon Meeting @ Ladera Linda Community Center	22 7:00 pm – Planning Commission Meeting @ Hesse Park	23	24	25 6:00pm – Civic Center Advisory Committee @ City Hall Community Room	26 8:00 am—Mayor's Breakfast @ Trump National Golf Club/Golfer's Lounge (Mayor Alegria/ CC member)	27
28						



March 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 7:00 pm – City Council Meeting @ Hesse Park	2	3	4	5
7	8 7:00 pm – Planning Commission Meeting @ Hesse Park	9 7:30 pm – ACLAD Board Meeting @ City Hall Community Room	10	11	12	13
14 6:00 pm – IMAC Meeting @ City Hall Community Room	15 7:00 pm – City Council Meeting @ Hesse Park	16 11:45 am – Mayor's Lunch @ The Depot (Mayor Alegria) 1:30 pm – Sanitation District Meeting (Mayor Alegria)	17 7:00 pm – FAC Meeting @ TBD 7:00 pm – Emergency Preparedness Committee @ City Hall Community Room	18	19	20
21 5:00 pm-Klondike Canyon Meeting @ Ladera Linda Community Center 6:30 pm – TSC Meeting @ City Hall Community Room	22 7:00 pm – Planning Commission Meeting @ Hesse Park	23	24 6:00pm – Civic Center Advisory Committee @ City Hall Community Room	25 8:00 am—Mayor's Breakfast @ Trump National Golf Club/Golfer's Lounge (Mayor Alegria/CC member)	26	27
28	29	30	31			

TENTATIVE AGENDAS

Agenda items listed below will be presented to the City Council for their consideration

DEPARTMENT	AGENDA SECTION	AGENDA TITLE	ESTIMATED TIME
January 19, 2021			
INTERVIEWS 5:30 PM CLOSED SESSION/STUDY SESSION/6:00 PM			
	CLOSED SESSION		
	SPECIAL MEETING	Interviews FAC and IMAC	
REGULAR MEETING - 7:00 PM			
ADMIN	CONSENT CALENDAR	Minutes	
FINANCE	CONSENT CALENDAR	Treasury Report	
FINANCE	CONSENT CALENDAR	Warrant Register	
ADMIN	CONSENT CALENDAR	Claim Against the City (Reynaga)	
ADMIN	CONSENT CALENDAR	Lease agreement extension for wireless towers on City property (Verizon)	
ADMIN	CONSENT CALENDAR	Flock Camera Safety Program Update and Continuation	
ADMIN	CONSENT CALENDAR	Amendment No. 1 to City Manager's Agreement	
ADMIN	CONSENT CALENDAR	Amendment No. 1 to Prosum Contract	
CDD	CONSENT CALENDAR	Adoption of Ord to amend RPVMC §17.10.020 - Accessory dwelling units	
REC & PARKS	CONSENT CALENDAR	Consideration of PSA with McGee Survey Consulting	
PUBLIC WORKS	CONSENT CALENDAR	Authorize filing of NOC for Residential Rehab Areas 3 & 4	
PUBLIC WORKS	CONSENT CALENDAR	One year renewal agreement with Stay Green, Inc	1:00
PUBLIC WORKS	PUBLIC HEARING	Consider CDBG-CV Programs	0:15
REC & PARKS	REGULAR BUSINESS	PV Nature Preserve Parking and Access Report (Parking fees, Parking App PSA, Civic Center Site Plan, Preserve Costs,	0:45
CDD	REGULAR BUSINESS	Initiate Possible Code Amendment on update the City's sign ordinance (17.76.050) and Large Scale Treehouse Regulations	0:15
FINANCE	REGULAR BUSINESS	Fees Cost Study Report and Recommendations	0:45
FINANCE	REGULAR BUSINESS	CalPERS Actuarial Valuation Report and Pension Guidelines	0:45
February 2, 2021			
INTERVIEWS 5:30 PM CLOSED SESSION/STUDY SESSION - 6:00 PM			
	CLOSED SESSION	NO ITEMS SCHEDULED AT THIS TIME	
	SPECIAL MEETING	Interviews FAC and IMAC and Vector Control Vacancies	39

TENTATIVE AGENDAS

Agenda items listed below will be presented to the City Council for their consideration

DEPARTMENT	AGENDA SECTION	AGENDA TITLE	ESTIMATED TIME
REGULAR MEETING - 7:00 PM			3:35
ADMIN	CONSENT CALENDAR	Minutes	
FINANCE	CONSENT CALENDAR	Treasury Report	
FINANCE	CONSENT CALENDAR	Warrant Register	
FINANCE	CONSENT CALENDAR	Budget Calendar	
FINANCE	CONSENT CALENDAR	Adoption of Pension Guidelines	
PUBLIC WORKS	CONSENT CALENDAR	Accept the Safe Routes to School Plan	1:00
	PUBLIC HEARING	NO ITEMS SCHEDULED AT THIS TIME	
ADMIN	REGULAR BUSINESS	Consider appointments to IMAC, FAC AND Vector Control	0:20
ALL DEPTS	REGULAR BUSINESS	Bi-annual report Committees	1:30
PUBLIC WORKS	REGULAR BUSINESS	Subcommittee Status Report on RFPs	0:15
February 16, 2021			
CLOSED SESSION/STUDY SESSION - 6:00 PM			
	CLOSED SESSION	NO ITEMS SCHEDULED AT THIS TIME	
REGULAR MEETING - 7:00 PM			4:15
ADMIN	CONSENT CALENDAR	Minutes	
FINANCE	CONSENT CALENDAR	Warrant Register	
CDD	CONSENT CALENDAR	Consideration of PSA for Consultant work on the Housing Element Update	
FINANCE	PUBLIC HEARING	Consider Adopting Fees Cost Study Resolution	0:15
CDD	PUBLIC HEARING	Green Hills Annual CUP Review	0:30
ADMIN	REGULAR BUSINESS	Quarterly status report on wildfire mitigation action items	0:15
PUBLIC WORKS	REGULAR BUSINESS	Reassess the PVDS Roadway Realignment East End Construction Project (CIP Project 8301)	0:30
FINANCE	REGULAR BUSINESS	Reassess City Council TOT and Reserve Policies	0:30
FINANCE	REGULAR BUSINESS	FY19/20 CAFR	0:15
REC & PARKS	REGULAR BUSINESS	PV Nature Preserve Parking and Access Report (Preserve Shuttle Program with PVTransit)	0:30
March 2, 2021			
CLOSED SESSION/STUDY SESSION - 6:00 PM			
	CLOSED SESSION	NO ITEMS SCHEDULED AT THIS TIME	40

TENTATIVE AGENDAS

Agenda items listed below will be presented to the City Council for their consideration.

DEPARTMENT	AGENDA SECTION	AGENDA TITLE	ESTIMATED TIME
REGULAR MEETING - 7:00 PM			3:30
ADMIN	CONSENT CALENDAR	Minutes	
FINANCE	CONSENT CALENDAR	Treasury Report	
FINANCE	CONSENT CALENDAR	Warrant Register	
PUBLIC WORKS	CONSENT CALENDAR	Consideration of PSA for consulting work on Citywide Speed Mitigation Plan (Traffic Calming)	1:00
CDD	PUBLIC HEARING	Consider Adopting Urgency Ord to comply with Coastal Sage Scrub	0:15
ADMIN	REGULAR BUSINESS	Report on Historical Dumping of DDT off the Peninsula coast	0:15
PUBLIC WORKS	REGULAR BUSINESS	City Entry Master Sign Plan	0:10
REC & PARKS	REGULAR BUSINESS	Airshow Flyover Partnership with Green Hills (May 2021)	0:15
REC & PARKS	REGULAR BUSINESS	Solar panel options at Ladera Linda	0:20
REC & PARKS	REGULAR BUSINESS	Forrestal security options	0:45
March 16, 2021			
CLOSED SESSION/STUDY SESSION - 6:00 PM			
	CLOSED SESSION	NO ITEMS SCHEDULED AT THIS TIME	
REGULAR MEETING - 7:00 PM			4:00
ADMIN	CONSENT CALENDAR	Minutes	
FINANCE	CONSENT CALENDAR	Warrant Register	1:00
	PUBLIC HEARING	NO ITEMS SCHEDULED AT THIS TIME	
FINANCE	REGULAR BUSINESS	Consider Financing Options for Ladera Linda	1:00
REC & PARKS	REGULAR BUSINESS	PV Nature Preserve Parking and Access Report	1:30
April 6, 2021			
CLOSED SESSION/STUDY SESSION - 6:00 PM			
	CLOSED SESSION	NO ITEMS SCHEDULED AT THIS TIME	
REGULAR MEETING - 7:00 PM			3:00
ADMIN	CONSENT CALENDAR	Minutes	
FINANCE	CONSENT CALENDAR	Treasury Report	

TENTATIVE AGENDAS

Agenda items listed below will be presented to the City Council for their consideration

DEPARTMENT	AGENDA SECTION	AGENDA TITLE	ESTIMATED TIME
FINANCE	CONSENT CALENDAR	Warrant Register	1:00
PUBLIC WORKS	PUBLIC HEARING	ABCove Sewer Financing Options	1:00
PUBLIC WORKS	REGULAR BUSINESS	Reassess Encroachment Permit Issuance Protocols	0:30
April 20, 2021			
CLOSED SESSION/STUDY SESSION - 6:00 PM			
	CLOSED SESSION	NO ITEMS SCHEDULED AT THIS TIME	
REGULAR MEETING - 7:00 PM			
ADMIN	CONSENT CALENDAR	Minutes	
FINANCE	CONSENT CALENDAR	Warrant Register	1:00
	PUBLIC HEARING	NO ITEMS SCHEDULED AT THIS TIME	
PUBLIC WORKS	REGULAR BUSINESS	West Basin Water District Recycle Water report	0:30
FUTURE AGENDA ITEMS - Identified at Council meetings and pending receipt of memo from Councilmember			
Request Date:	Requested By:	Item:	
8/6/2019	Dyda	Policy on recording/memorializing Council's requests/direction for future agenda items.	
FUTURE AGENDA ITEMS TO BE AGENDIZED			
Request Date:	Requested By:	Item:	Scheduled Date:
7/16/2019	Dyda	Abalone Cove Sewer Financing Options	4/6/2021
10/15/2019	Cruikshank	West Basin Water District Recycle Water report	4/20/2021
6/2/2020	Alegria	Reassess City Council TOT and Reserve Policies	2/16/2021
6/16/2020	Dyda	PVDS Roadway Realignment East End (CIP Project 8301)	2/16/2021
6/16/2020	Cruikshank	Airshow Flyover Partnership with Green Hills (May 2021)	3/2/2021
7/21/2020	Alegria	Reassess Encroachment Permit Issuance Protocols	4/6/2021
7/21/2020	Ferraro	Initiate Possible Code Amendment on Large Scale Treehouse Regulations	1/19/2021
10/6/2020	Dyda	Subcommittee Status Report on RFPs	2/2/2021
11/17/2020	Alegria	Report on Historical Dumpling of DDT off the Peninsula coast	3/2/2021
CITY MANAGER REPORT			
			0:15 42

TENTATIVE AGENDAS

Agenda items listed below will be presented to the City Council for their consideration

DEPARTMENT	AGENDA SECTION	AGENDA TITLE	ESTIMATED TIME
2/16/2021	Lukasz	City Mobile Application Live Presentation	

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	January 3, 2021	January 4, 2021	January 5, 2021	January 6, 2021	January 7, 2021	January 8, 2021	January 9, 2021
6:00 AM - 6:30 AM	Fitness Programming						
6:30 AM - 7:00 AM	Fitness Programming						
7:00 AM - 7:30 AM	City Talk 2020						
7:30 AM - 8:00 AM	Around the Peninsula						
8:00 AM - 8:30 AM	Peninsula Seniors Connections						
8:30 AM - 9:00 AM							
09:00 AM - 9:30 AM	Fitness Programming						
9:30 AM - 10:00 AM	Fitness Programming						
10:00 AM -10:30AM	Lectures with Lianne						
10:30 AM - 11 AM							
11:00 AM -11:30 AM	City Talk 2020						
11:30 AM -12:00PM	Around the Peninsula						
12:00 PM -12:30PM	The Kelp Project Brian Meux	The Kelp Project Brian Meux	The Kelp Project Brian Meux	For Love of Life & Country Dean Hunter	For Love of Life & Country Dean Hunter	For Love of Life & Country Dean Hunter	For Love of Life & Country Dean Hunter
12:30 PM - 1:00PM							
1:00 PM - 1:30PM	Peninsula Seniors Connections						
1:30 PM - 2:00PM							
2:00 PM - 2:30PM	Fitness Programming						
2:30 PM - 3:00PM	Fitness Programming						
3:00 PM - 3:30PM	City Talk 2020						
3:30 PM - 4:00 PM	Around the Peninsula						
4:00 PM - 4:30PM	City Talk 2020						
4:30 PM - 5:00PM	Around the Peninsula						
5:00 PM - 5:30PM	Playing the Field- Local	Playing the Field- Local Edition	Playing the Field- Local				
5:30 PM - 6:00PM	Fitness Programming						
6:00 PM - 6:30PM	City Talk 2020						
6:30 PM - 7:00PM	City Talk 2020						
7:00 PM - 7:30PM	For Love of Life & Country Dean Hunter	For Love of Life & Country Dean Hunter	For Love of Life & Country Dean Hunter	Hughes After Howard Ken Richardson			
7:30 PM - 8:00PM							
8:00 PM - 8:30PM	Around the Peninsula						
8:30 PM - 9:00PM	Playing the Field- Local	Playing the Field- Local Edition	Playing the Field- Local				
9:00 PM - 9:30PM	City Talk 2020						
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10:30 PM -11:00PM							
11:00 PM -11:30PM	Peninsula Seniors Connections						
11:30 PM -12:00 AM							
12:00 AM - 1:00 AM	Community Announcements						
1:00 AM - 6:00 AM	Community Announcements						

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	January 10, 2021	January 11, 2021	January 12, 2021	January 13, 2021	January 14, 2021	January 15, 2021	January 16, 2021
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6:30 AM - 7:00 AM	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming
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7:30 AM - 8:00 AM	Around the Peninsula	Around the Peninsula	Around the Peninsula	Around the Peninsula	Around the Peninsula	Around the Peninsula	Around the Peninsula
8:00 AM - 8:30 AM	Peninsula Seniors Connections	Peninsula Seniors Connections	Peninsula Seniors Connections	Peninsula Seniors Connections	Peninsula Seniors Connections	Peninsula Seniors Connections	Peninsula Seniors Connections
8:30 AM - 9:00 AM							
09:00 AM - 9:30 AM	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming
9:30 AM - 10:00 AM	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming	Fitness Programming
10:00 AM -10:30AM	Lectures with Lianne	Lectures with Lianne	Lectures with Lianne	Lectures with Lianne	Lectures with Lianne	Lectures with Lianne	Lectures with Lianne
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12:30 PM - 1:00PM							
1:00 PM - 1:30PM	Peninsula Seniors Connections	Peninsula Seniors Connections	Peninsula Seniors Connections	Peninsula Seniors Connections	Peninsula Seniors Connections	Peninsula Seniors Connections	Peninsula Seniors Connections
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6:30 PM - 7:00PM	City Talk 2020	City Talk 2020	City Talk 2020	City Talk 2020	City Talk 2020	City Talk 2020	City Talk 2020
7:00 PM - 7:30PM	Hughes After Howard Ken Richardson	Hughes After Howard Ken Richardson	Hughes After Howard Ken Richardson	Howard Hughes - Crazy as a Fox George Marrett	Howard Hughes - Crazy as a Fox George Marrett	Howard Hughes - Crazy as a Fox George Marrett	Howard Hughes - Crazy as a Fox George Marrett
7:30 PM - 8:00PM							
8:00 PM - 8:30PM	Around the Peninsula	Around the Peninsula	Around the Peninsula	Around the Peninsula	Around the Peninsula	Around the Peninsula	Around the Peninsula
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9:30 PM - 10:00PM	City Talk 2020	City Talk 2020	City Talk 2020	City Talk 2020	City Talk 2020	City Talk 2020	City Talk 2020
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12:00 AM - 1:00 AM	Community Announcements	Community Announcements	Community Announcements	Community Announcements	Community Announcements	Community Announcements	Community Announcements
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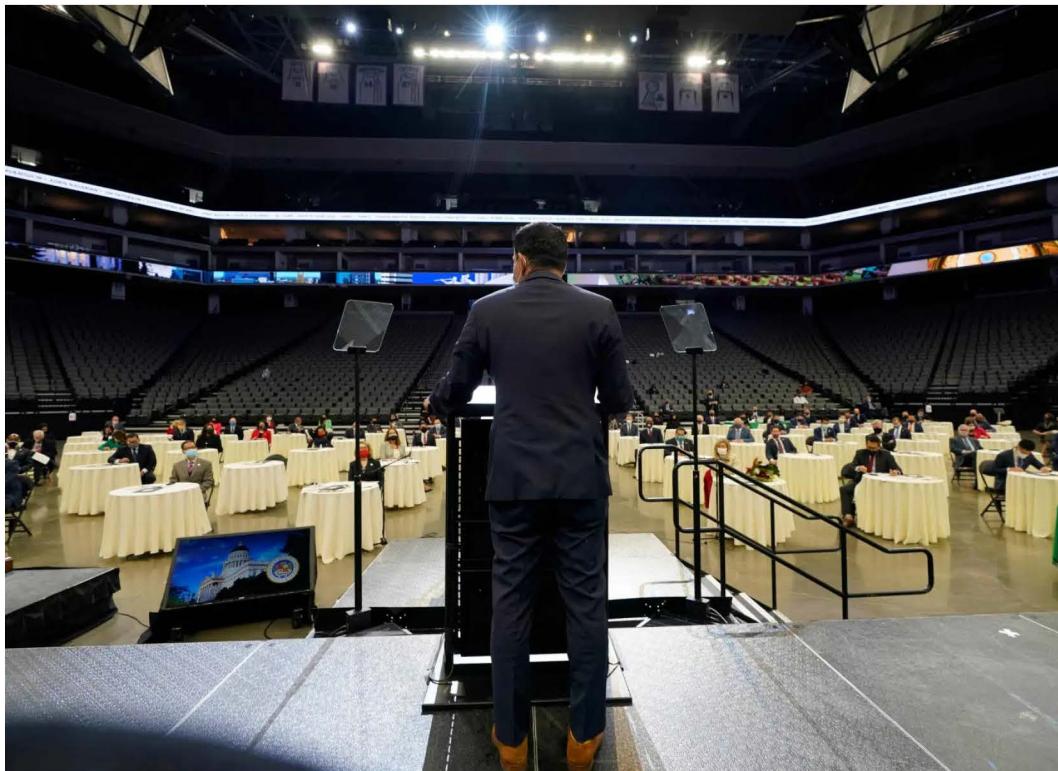
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	January 3, 2021	January 4, 2021	January 5, 2021	January 6, 2021	January 7, 2021	January 8, 2021	January 9, 2021
6:00 AM - 6:30 AM							
6:30 AM - 7:00 AM							
7:00 AM - 7:30 AM	The City of Rancho Palos Verdes City Council Meeting; Portuguese Bend Landslide Mitigation Scoping Meeting, December 19, 2020	The City of Rancho Palos Verdes City Council Meeting; Portuguese Bend Landslide Mitigation Scoping Meeting, December 19, 2020	The City of Rancho Palos Verdes City Council Meeting; Portuguese Bend Landslide Mitigation Scoping Meeting, December 19, 2020	The City of Rancho Palos Verdes City Council Meeting; Portuguese Bend Landslide Mitigation Scoping Meeting, December 19, 2020	The City of Rancho Palos Verdes City Council Meeting; Portuguese Bend Landslide Mitigation Scoping Meeting, December 19, 2020	The City of Rancho Palos Verdes City Council Meeting; Portuguese Bend Landslide Mitigation Scoping Meeting, December 19, 2020	The City of Rancho Palos Verdes City Council Meeting; Portuguese Bend Landslide Mitigation Scoping Meeting, December 19, 2020
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11:00 AM -11:30AM	The City of Rancho Palos Verdes Planning Commission Meeting, December 8, 2020	The City of Rancho Palos Verdes Planning Commission Meeting, December 8, 2020	The City of Rancho Palos Verdes Planning Commission Meeting, December 8, 2020	The City of Rancho Palos Verdes Planning Commission Meeting, December 8, 2020	The City of Rancho Palos Verdes Planning Commission Meeting, December 8, 2020	The City of Rancho Palos Verdes Planning Commission Meeting, December 8, 2020	The City of Rancho Palos Verdes Planning Commission Meeting, December 8, 2020
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7:00 PM - 7:30PM	Community Announcements	The Palos Verdes Peninsula Unified School District (PVPUSD) Board of Education Meeting	Community Announcements				
7:30 PM - 8:00PM							
8:00 PM - 8:30PM	The City of Rancho Palos Verdes City Council Meeting; Portuguese Bend Landslide Mitigation Scoping Meeting, December 19, 2020		The City of Rolling Hills Estates City Council Meeting		The City of Rancho Palos Verdes City Council Meeting; Portuguese Bend Landslide Mitigation Scoping Meeting, December 19, 2020	The City of Rolling Hills Estates City Council Meeting	The City of Rancho Palos Verdes City Council Meeting; Portuguese Bend Landslide Mitigation Scoping Meeting, December 19, 2020
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1:00 AM - 6:00 AM							

DATE OF REQUEST	DATE RECEIVED	REQUESTOR	SUBJECT	ACTION TAKEN
12/26/2020	1/4/2021	Jaquita Person	Requesting all solicitation documents associated with a request for the commodity of temporary staffing services. Copies of the solicitation, addendums, bid tabulation and award notices. Copies of all bids/ proposal responses received as a result of the abovementioned solicitation.	1/4/21 AA Momoli forwarded request to staff.
12/26/2020	1/4/2021	Janine Rugas	Requesting all building reports since October 31,2020.	1/4/21 AA Momoli forwarded request to staff.
1/4/2021	1/4/2021	Sunshine		1/4/21 DCC Takaoka forwarded request to staff.
1/4/2021	1/4/2021	Ivan Kranjcec (SmartProcure)	PO Information from 9/14/20 to present	1/4/21 DCC Takaoka forwarded request to staff.
1/5/2021	1/5/2021	Marisol Hernandez	Requesting name and license number of awarded general/ mulit- prime contractor; copy of subcontractors list with license numbers of the awarded general/ multi-prime contractor submitted at time of bid, even if left blank by the contractor; copy of the original bid advertisement with proof of publication of " Traffic signal installation 8823	1/5/21 AA Momoli forwarded request to staff
1/5/2021	1/5/2021	Kara Scannell	Requesting records relating to the Trump National Golf Club, specifically records, plans and communications relating to a conversation easement that was completed in 2014. Any records, correspondence, etc about any plans to develop residential housing.	1/5/21 AA Momoli forwarded request to staff

NEWS > CALIFORNIA NEWS • News

New California laws in 2021 address coronavirus, fires, business



FILE – In this Dec. 7, 2020 file photo, Assembly Speaker Anthony Rendon, of Lakewood, addresses Assembly members after his reelection as speaker during the organizational session in Sacramento, Calif. In order to make sure the Assembly members had enough room to follow social distancing guidelines due to the coronavirus the Assembly session was held at the Golden 1 Center, home of the Sacramento Kings. Despite pandemic restrictions, the legislature managed to pass hundreds of bills in 2020. (AP Photo/Rich Pedroncelli, File)



By **ASSOCIATED PRESS** |

PUBLISHED: December 31, 2020 at 8:14 a.m. | UPDATED: December 31, 2020 at 8:55 a.m.

By **DON THOMPSON** | *Associated Press*

SACRAMENTO — What a strange legislative year it was.

The coronavirus pandemic forced California state lawmakers to twice shut down their sessions for weeks at a time — the first unexpected work stoppage in 158 years. Masked lawmakers tried to limit the number of bills they considered, but still ran out of time on the final night, partly because quarantined Republican senators had to vote remotely.

Related: [New year rings in new public safety and driving laws in California](#)

Yet they still managed to pass hundreds of bills, 372 of which were signed into law by Gov. Gavin Newsom. Most take effect with the new year. Among them:

Criminal justice

As the pandemic set in, so did nationwide protests over the death of George Floyd in Minneapolis. Police killings of primarily Black and Latino men gave urgency to bills that previously stalled and prompted new efforts at law enforcement accountability, some of which failed in the session's waning hours.

One new law requires the state attorney general to investigate any time police kill an unarmed civilian, while a second gives county supervisors greater oversight of county sheriffs. Evaluations of peace officers must include assessing bias against race or ethnicity, gender, nationality, religion, disability, or sexual orientation. Police can't use carotid restraints or chokeholds.

Youths up to age 17 can't be questioned by police or waive their rights until they have a chance to consult with an attorney.

And juries will be picked from all tax filers, a broader pool than the current lists of registered voters and licensed drivers.

Former inmate firefighters can quickly apply to have their criminal records expunged after their release, which gives them a shot at becoming professional firefighters or seeking employment in other licensed professions.



Wildfires

Insurers must prominently notify policyholders if their offer to renew a policy reduces coverage, such as eliminating fire protection, and get it acknowledged in writing.

Employers can't force domestic workers to work during an evacuation, whether the danger is from fire or the coronavirus.

Health and coronavirus

Employers must quickly notify workers of potential coronavirus exposure.

Hospitals must maintain a three-month supply of personal protective equipment such as masks and gloves and supply it to endangered employees. The state itself must also build a stockpile.

Insurance companies can't deny life or disability income insurance solely because an applicant has HIV, the virus that causes AIDS.

A new law bans the sale of most flavored tobacco products, but the industry says it has enough signatures to block the measure until voters weigh in, which may take until 2022. California officials are delaying the effective date until county clerks decide if a sufficient number are valid.

Business and labor

California-based companies must have at least one board director by the end of 2021 who is a racial or sexual minority. By 2022, that bumps to two such directors for smaller boards and to three for boards with nine or more directors. It follows a similar California-first requirement for female board directors.

Companies with 100 or more employees must provide the state information on employees' race, ethnicity and gender in various job categories, information that could help the state identify pay disparities.

Leaves of absence under the California Family Rights Act expand to include all companies with five or more employees, instead of the previous 50 or more employees.

Employers can't discriminate or retaliate against workers who take time off for medical care, court proceedings or for other reasons if they are victims of a crime including sexual assault, domestic violence or stalking.



The minimum wage rises to \$14 an hour under another existing law that will bring it to \$15 an hour for all employees by 2023. Employers with 25 or fewer workers must pay \$13 an hour.

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Associated Press

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Lomita, California Launches New Policy For Cars Used Less Than 49 Miles/Day ↗

By Comparisons.org

Drivers With No Tickets In 3 Years Should Do This On January



NEWS > CRIME AND PUBLIC SAFETY • News

New year rings in new public safety and driving laws in California



Rialto Police Officer Michael Martinez gets a driver's license from a motorist suspected of distracted driving in April 2018. (File photo by Stan Lim, The Press-Enterprise/SCNG)

By **QUINN WILSON** | qwilson@scng.com |

PUBLISHED: December 30, 2020 at 8:04 p.m. | UPDATED: December 31, 2020 at 8:19 a.m.



An assortment of new traffic laws will take effect in 2021 that could change the way Californians travel local and state roadways.

The laws include measures to curb distracted driving, ensure emergency vehicles in action have proper space on local streets and to eliminate liabilities for anyone rescuing a child from a locked car.

Related: [New California laws in 2021 address coronavirus, fires, business, labor](#)

Another measure, not directly tied to traffic, explores new ways to alert the public when a need to evacuate arises.

While some new laws begin Jan. 1, others won't take effect until later in the year and some are still under development.

Beginning July 1, any handheld cell phone use caught more than once in a 36-month period will result in a point on your driving record. The assembly bill that was approved in October 2019 will be an extension of the law that would previously only result in a fine for handheld cell phone use, according to Officer Mike Lassig, spokesman for the California Highway Patrol's Temecula area.

"I guess people didn't mind paying a fine," Lassig said. "Now with a point, hopefully that would make people focus on the roadway a little better."

Beginning Jan. 1, a new law from the Assembly will exempt someone from either civil or criminal liability for trespassing or damaging a vehicle when rescuing from a vehicle a child six years old or younger at risk of heat, cold, lack of ventilation or other potential dangers.

Janette Fennell, president and founder of the national non-profit Kids and Cars, believes the new law is "fantastic" and will diminish fears of people who may not want to get involved in these scenarios. Kids and Cars works to eliminate vehicle-related risks to children and pets through avenues such as policy changes, public education and more.

"I think it is interesting that the law to protect (from liability when rescuing) animals came out before the law that protects children, but it's still really important regardless," Fennell said.

According to the law, individuals must determine the vehicle is locked, have a "good faith belief" that forcible entry is necessary, contact an emergency service, remain with the child in a safe location, use no more force than necessary to get the child out of the vehicle and turn the child over immediately to emergency responders.

Also taking effect New Year's Day, the "Move Over, Slow Down" law already effective on freeways will expand to all local streets and highways. The law requires drivers to move over to another lane if possible or to slow down to a reasonable speed when approaching a stationary emergency vehicle displaying emergency lights.



Officer Kevin Anderson, spokesman for the Fontana Police Department, said the new law won't affect the agency's patrol officers' policies when conducting traffic enforcement, but welcomed any increased awareness to roadway safety efforts related to those working roadside, whether they be police officers or Caltrans workers.

"We always ask that if people see an officer on a traffic stop to give them space so we can interact with whoever is in that car and if we have to get someone out of their car to make sure they're safe too," Anderson said.

Also, a September 2020 state Senate bill will begin its developmental stages to authorize emergency vehicles to use a "Hi-Lo" warning sound. The sound will be different and distinct from that of a siren and will be used to notify the public of a need to evacuate an area in an emergency, such as a wildfire, according to Officer Ian Hoey of the CHP's Sacramento office.

Hoey said that the exact use and standards of the siren are still being sorted out by the CHP. He said while it's likely too early to give definitive answers on its use, the siren will likely be used by multiple types of agencies, from law enforcement to fire departments.

"It's going to be a different sound," Hoey said. "It will be different so that you know this isn't an ambulance or a patrol car."

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Quinn Wilson | Reporter

Quinn Wilson is a Missouri native who has bylines with the Riverfront Times, Sauce Magazine, Fox 2/KPLR 11, Fulton Sun and The Bakersfield Californian. He graduated from Fontbonne University in 2019.

qwilson@scng.com

Follow Quinn Wilson [@qrwriter](#)





City of Rancho Palos Verdes

Surprise EOC Exercise

After Action Review

November 11, 2020



INTRODUCTION

On November 11, 2020, staff participated in a hybrid (in-person and virtual) EOC Surprise Exercise. This year's unannounced exercise scenario was based on a brushfire in the South West portion of the Forrestal Reserve. The exercise was held from 9:00 am to 11:00 am and was conducted with no advanced notice to City staff to assess our readiness in the event of a real emergency.

Upon the announcement of the simulated brushfire, City staff acted fast in setting up the City's EOC, drafting public messages, deploying resources, and mapping the reported damage area as the simulated emergency scenario unfolded. Faced with a flood of conflicting information, City staff experienced what a developing emergency is like and exercised their roles in responding to it. This exercise helped staff identify training, equipment, and logistical opportunities to improve the City's ability to respond in a disaster.

The City Council, Fire Chief Hale, and Lomita Station Captain Powers were informed of this exercise, and some participated in the simulated incident including then-Mayor Cruikshank.

The objectives of this exercise were the following:

1. Demonstrate the ability of employees setting up and staffing EOC workstations and reviewing position descriptions and checklists without advance notice.
2. Demonstrate the use of the City's Emergency Operations Plan and EOC Section Plans.
3. Conduct a baseline assessment of current emergency response capabilities and readiness.
4. Identify recommendations for improvements to current emergency response protocols.

As result of the City's emergency planning, training, and dedication to emergency preparedness, the response to this surprise exercise by City of Rancho Palos Verdes employees went exceptionally well.

Based on the lessons learned and identified from staff observations and input, this follow-up report describes adjustments and improvements that should be made to overall City emergency operations, including enhancements to the City's Emergency Operations Center and revision and development of City Emergency plans. This report is intended to serve as an asset to further enhance the City's ability to respond effectively and minimize life and property loss to disasters faced by the City.

EXERCISE OVERVIEW

Exercise Name	EOC Surprise Exercise
Exercise Date	November 11, 2020, 9 a.m. – 11 a.m.
Scope	This exercise is a discussion-based exercise using the hybrid in-person and Zoom platform
Mission Area	Response
Core Capabilities	Operational Coordination, Public Information &Warning, Operational Communications, Logistics
Objectives	<ol style="list-style-type: none">1) Demonstrate the ability of employees setting-up and staffing EOC workstations and reviewing position descriptions and checklists without advance notice.2) Demonstrate the use of the City's Emergency Operations Plan and EOC Section Plans.3) Conduct a baseline assessment of current emergency response capabilities and readiness.4) Identify recommendations for improvements of current emergency response protocols.
Threat or Hazard	Wildfire
Scenario	Evacuation of southern portion of the City of Rancho Palos Verdes due to an active fire at the Forrestal Reserve and strong winds blowing southwest at 30 – 40 MPH towards Palos Verdes Drive South neighborhoods.
Participating Organizations	City of Rancho Palos Verdes
Point of Contact	Jesse Villalpando, City of Rancho Palos Verdes (310) 544-5209

SCENARIO NARRATIVE – FORRESTAL RESERVE FIRE

On Wednesday, November 11, 2020 at 7:30 A.M. A brush fire was reported in the South West portion of the Forrestal Nature Reserve. Santa Ana weather conditions had temperatures at 90 degrees, and winds blowing at 30 to 40 MPH with 60 MPH gusts in the canyons. Within 30 minutes it was clear that this was a big event and was given the name the “Forrestal Reserve Fire.” The Los Angeles County Fire Incident Command predicted that the fire will be threatening homes within hours impacting the neighborhoods between Forrestal Drive, Palos Verdes Drive South and Miraleste Drive.

MAP OF IMPACTED AREA



EXERCISE TIMELINE

7:30 AM	Start of Exercise-Incident Occurs
8:00 AM	City Staff Notification/ EOC Activation
8:30 AM	Initial Section Chief Meeting Briefing
9:00 AM	Initial Briefing (All Participating Staff)
9:30 AM	EOC Setup and Staffing
10:00 AM	EOC Section Meetings
10:30 AM	EOC Planning Meeting (All Participating City Staff)
11:00 AM	End of Exercise – Debrief

EXERCISE EOC ACTIVATION

On Wednesday November 11, 2020 at 8:00 AM the City's Emergency Operations Center (EOC) was activated in a hybrid format (virtual and in-person) in response to the exercise scenario of a brush fire in the South West portion of the Forrestal Nature Reserve and the sub-sequential threatening of homes.

As part of the City's initial EOC Section Chief briefing meeting, a joint decision was made to activate the EOC at a Level 1 (highest level) to support field response agencies and to ensure effective coordination and management of Citywide resources.

The following exercise scenario factors weighed into that decision:

- As many as 7,000 people needed to evacuate the City via Palos Verde Drive South.
- Heavy holiday (Veteran's Day) traffic was going in both directions.
- The City received warning from Southern California Edison that a Public Safety Power Shut-off could be imminent which would impact signals from Forrestal Drive to Western Ave.
- 50 individuals were currently demonstrating in the impacted area.

During the initial Section Chief briefing meeting the following exercise priorities were established:

- Open an evacuation center.
- Coordinate with the Sheriff Department in the evacuation of residents.
- Clear the Forrestal Reserve and Ladera Linda.
- Draft and send public messaging on evacuation routes.
- Ensure evacuees are instructed to practice physical distancing.
- Identify staffing needs for this event.
- Set up the City's EOC to account for physical distancing requirements.

City Employees Staffed the Following EOC Positions:

- **EOC Director** - City Manager
- **EOC Coordinator** - Deputy City Manager
- **Operations Section Chief** - Deputy Director of Public Works
- **Planning and Intelligence Section Chief** - Director of Community Development
- **Logistics Section Chief** - Director of Recreation & Parks
- **Finance/Admin Section** - Director of Finance

This exercise included a series of scheduled management and coordination meetings which included regular situation briefings and status updates regarding key issues. Meetings were held as follows:

8:30 AM - INITIAL SECTION CHIEF BRIEFING AND COORDINATION MEETING

The City's Emergency Services Coordinator briefed available City staff EOC responders on the exercise scenario and the anticipated schedule of events. During this meeting Section Chiefs were tasked to establish an event name, initial priorities, and City staffing needed to fill EOC Positions.

9:00 AM - INITIAL BRIEFING MEETING (ALL CITY STAFF)

The City's Emergency Services Coordinator provided an exercise orientation to City staff on the exercise scenario, objectives and initial priorities that have been established.

9:30 AM - EOC SETUP AND STAFFING

Sections Chiefs reported to the EOC and City staff was tasked with reviewing EOC section specific checklists and to begin identifying Specific, Measurable, Achievable, Relevant, Time-Oriented (S.M.A.R.T) objectives to accomplish the established initial priorities.

10:00 AM - EOC SECTION MEETINGS

Section Chiefs met with their staff and finalized Section-specific S.M.A.R.T. objectives to accomplish the initial incident priorities for the exercise.

10:30 AM - EOC PLANNING MEETING

During the planning meeting the Planning and Intelligence Section Chief provided a situational and resources briefing. Additionally, all Section Chiefs reported out on their sections established S.M.A.R.T objectives for the accomplishing of the incident priorities.

KEY FINDINGS AND RECOMMENDATIONS

This section discusses the key findings for the City staff capabilities in staffing EOC workstations and demonstrating the use of the City's Emergency Operations Plan and EOC Section Plans without advance notice.

STRENGTHS

The following are the most notable strengths that the City demonstrated in this exercise, and should continue to foster and promote these strengths among its employees.

- **Strength 1:** City staff quickly responded to the EOC and initiated emergency actions, including proclaiming a local emergency and drafting of public messaging.
- **Strength 2:** City staff was flexible in their assignments.
- **Strength 3:** City staff was focused on emergency response operations.
- **Strength 4:** City staff was knowledgeable of emergency roles and procedures.
- **Strength 5:** Early implementation of financial recovery documentation and efforts.
- **Strength 6:** Good coordination amongst City Departments.
- **Strength 7:** Good coordination with Operational Area partners.

- **Strength 8:** City staff drafted reliable, and actionable public information to the whole community.
- **Strength 9:** City Staff knowledgeable of the situational area including landmarks, terrain, and access routes.

AREAS FOR IMPROVEMENT

The following areas require improvement to achieve full emergency response capability levels:

Area for Improvement 1: More clarification of roles and responsibilities for City staff is needed. City staff possess basic understanding of their roles and responsibilities; however, a more in-depth understanding of section specific roles, responsibilities, processes and procedures is needed to build on this foundation of knowledge.

Recommendations:

- Additional training on section specific tasks is needed for City staff.
- Revise current section specific checklist to be more straightforward and simpler to understand.
- Incorporate training on City staff's role in an emergency as part of the newly hired staff onboarding process.

Area for Improvement 2: Emergency documents and forms were missing and outdated from pre-positioned EOC Binders.

Recommendations:

- Update maintain and pre-position documents, forms and contact lists with vendors, service contractors and employees as needed.
- Maintain all EOC files in an organized easy to access electronic system.
- Develop and maintain accurate and up to date listings of available equipment and resources.

Area for Improvement 3: EOC Laptop's username and password credentials were not immediately available to City staff, hindering City staff response times.

Recommendation: Ensure EOC Laptop's usernames and passwords are included in pre-positioned section specific binders.

Area for Improvement 4: EOC Cellphones batteries needed to be charged delaying critical communication.

Recommendation: Evaluate and upgrade communications equipment, on at least a quarterly basis, to ensure that they are properly working (cellphones, printers, computers, two-way radios, etc.)

Area for Improvement 5: Initial notification of EOC Section Chief staff was difficult due to some staff not monitoring their City email.

Recommendation: Establish EOC recall procedures, including alternate forms of notification (text message, phone calls etc.) with phone lists and rosters with primary and back-up phone numbers for all employees.

Area for Improvement 6: EOC staffing needs to be evaluated closely for correct assignment of personnel and monitoring to prevent staff fatigue.

Recommendations:

- The City's 2018 Emergency Operations Plan (EOP) contains preassigned responsibilities during an EOC activation. Some positions in the EOC Assignment list were left blank while others list individuals no longer employed with the City. This list in the EOP needs to be maintained at least twice a year to ensure the most up-to-date listing is available when needed.
- Provide City staff the opportunity to provide input on which EOC staffing position they have experience in or prefer.

Area for Improvement 7: City staff designated in a Section Chief role were stretched thin, which impacted their time and capacity for broader response issues and section management.

Recommendation: Formally establish a pool of City staff that may serve as assistants or scribes to certain EOC positions: Public Information Officer, Section Coordinators and others as needed. Cross-training is needed.

Area for Improvement 8: The ability of the EOC to communicate with City field personnel was very limited. Reliable sources of communication between the EOC and field staff – specifically park facilities should be established.

Recommendation: Consider assigning radios to field units with a frequency dedicated for use by the EOC. It is also recommended that the City look at existing technology that may assist with maintaining the information flow between field crews and the EOC.

Area for Improvement 9: Additional City staff Public Information Officers are needed to aid in the gathering and disseminating of information.

Recommendations:

- Formally train and establish a pool of City staff that may serve as Public Information Officers.
- Pre-scripted messages are needed for the City's emergency notification systems.
- Re-location of the Public Information function to the main EOC floor.

IMPROVEMENT PLAN

Areas for Improvement	Corrective Actions	Assigned To	Completion Date
1. More clarification and in-depth understanding of section specific roles, responsibilities, processes and procedures for City staff is needed.	<ol style="list-style-type: none"> 1. Provide Section specific training that incorporates positional training for City staff. 2. Revise current section specific checklists to be more straightforward and simpler to understand. 3. Incorporate training on City staff's role in an emergency as part of the newly hired staff onboarding process. 	Emergency Services Coordinator	
2. Emergency documents and forms were missing and outdated from prepositioned EOC Binders.	<ol style="list-style-type: none"> 1. Update maintain and preposition documents, forms and contact lists with vendors, service contractors and employees as needed. 2. Maintain all EOC files in an organized easy to access electronic system. 3. Develop and maintain accurate and up to date listings of available equipment and resources. 	Emergency Services Coordinator	
3. EOC Laptop's username and password credentials were not immediately available to City staff, hindering City staff response times.	<ol style="list-style-type: none"> 1. Ensure EOC Laptop's usernames and passwords are included in pre-positioned section specific binders. 	Emergency Services Coordinator	
4. EOC Cellphones batteries needed to be charged delaying critical communication.	<ol style="list-style-type: none"> 1. Evaluate and upgrade communications equipment to ensure that they are properly working (cellphones, printers, computers, two-way radios, etc.) 	Emergency Services Coordinator	
5. Initial notification of EOC Section Chief staff was difficult due to some staff not monitoring City email.	<ol style="list-style-type: none"> 1. Establish EOC recall procedures, including alternate forms of notification (text message, phone calls etc.) and phone lists and rosters to with primary and back-up phone numbers for all employees. 	Emergency Services Coordinator	

<p>6. EOC staffing needs to be evaluated closely for correct assignment of personnel and monitoring to prevent staff fatigue.</p>	<p>1. Update and maintain pre-assigned list of City EOC response staff at least twice a year.</p>	<p>Emergency Services Coordinator</p>	
	<p>2. Provide City staff the opportunity to provide input on which EOC staffing position they have experience in or prefer.</p>	<p>Emergency Services Coordinator</p>	
<p>7. City staff designated in a section chief role were stretched thin, which impacted their time and capacity for broader response issues and section management.</p>	<p>1. Establish a pool of City staff that may serve as assistants or scribes to certain EOC positions: Public Information Officer, Section Coordinators and others as needed.</p>	<p>Emergency Services Coordinator</p>	
<p>8. The ability of the EOC to communicate with City field personnel was very limited. Reliable sources of communication between the EOC and field staff – specifically park facilities should be established.</p>	<p>1. Consider assigning radios to field units with a frequency dedicated for use by the EOC.</p>	<p>Emergency Services Coordinator</p>	
	<p>2. Investigate existing technology that may assist with maintaining the information flow between field crews and the EOC.</p>	<p>Emergency Services Coordinator</p>	
<p>9. Additional City staff Public Information Officers are needed to aid in the gathering and disseminating of information.</p>	<p>1. Formally train and establish a pool of City staff that may serve as Public Information Officers.</p>	<p>Emergency Services Coordinator</p>	
	<p>2. Draft Pre-scripted messages for the City's emergency notification systems.</p>	<p>Emergency Services Coordinator</p>	
	<p>3. Re-location of the Public Information function to the main EOC floor.</p>	<p>Emergency Services Coordinator</p>	



December 31, 2020

AMENDED NOTICE

NOTICE IS HEREBY GIVEN that the Planning Commission of the City of Rancho Palos Verdes will conduct a meeting on January 26, 2021, at 7:00 p.m. via a virtual meeting. The public hearing will be conducted pursuant to the provisions of the Governor's Executive Orders N-25-20 (<https://www.gov.ca.gov/wp-content/uploads/2020/03/3.12.20-EO-N-25-20-COVID-19.pdf>) and N-29-20 (<https://www.gov.ca.gov/wp-content/uploads/2020/03/3.17.20-N-29-20-EO.pdf>). Please note that depending on the COVID-19 circumstances in the following weeks, an amended notice may be issued on the change from a virtual meeting to a regular meeting at Hesse Park Community Building, 29301 Hawthorne Boulevard, Rancho Palos Verdes. The Planning Commission will consider the following proposed project:

**The original notice published on December 10, 2020, is hereby amended to include application requests for a Major Grading Permit, Site Plan Review and Variance.

MAJOR GRADING PERMIT, SITE PLAN REVIEW, VARIANCE AND CONDITIONAL USE PERMIT (CASE NO. PLCU2020-0007) – A request to allow site improvements at Ladera Linda Park and Community Center (32201 Forrestal Drive) to include the demolition of existing buildings and landscaping and the building of a new Community Center and play areas and installation of new landscaping.

Ladera Linda Park is located in the City-designated Institutional (I) zoning district and according to Section 17.26.050 of the Rancho Palos Verdes Municipal Code, any expansion of an existing development in the Institutional zoning district involving either a new structure or an addition to an existing structure, which creates at least 500 square feet of additional floor area, shall require the approval of a conditional use permit.

This current park site is a former elementary school and amenities include a parking lot, restrooms, paddle tennis courts, tot lot, playground and basketball court. Ladera Linda is also the home of the Discovery Room, which features static exhibits of local flora, fauna, and geologic information. Staff and volunteers (Los Serenos Docents) provide educational programs on-site for a large variety of school, youth, and other groups as well as conduct docent-led hikes in the surrounding hills and Forrestal Reserve. The facility also has a multipurpose room and classroom available for rental for meetings and private parties.

On August 20, 2019, the City Council approved the conceptual plan for processing the required entitlements that calls for the removal of the existing five buildings, and the removal of almost all current landscaping except for certain designated trees.

LOCATION: 32201 FORRESTAL DRIVE

APPLICANT: CITY OF RANCHO PALOS VERDES

LANDOWNER: CITY OF RANCHO PALOS VERDES

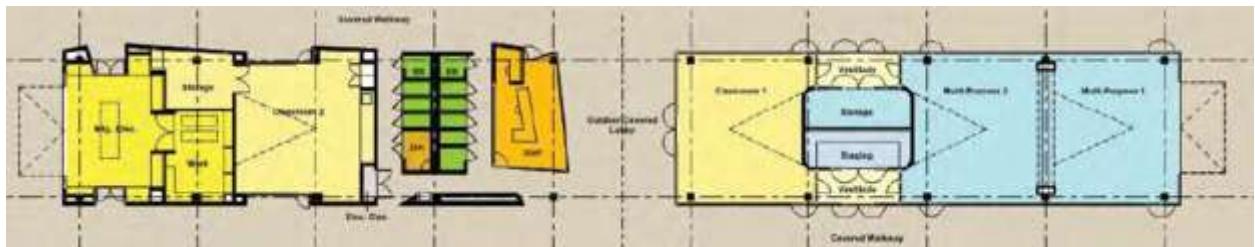
Below is the proposed park design (within the red outline):



The design includes the following components/features:

- Demolish the existing buildings
- 6,000-square-foot building
- Adjacent covered patio areas
- Outdoor tiered seating area for nature talks, summer camps, etc.
- 58 parking spaces in courtyard located adjacent to building and playground
- Naturalistic children's playground area
- One full basketball court and a 1/2 basketball court
- Two paddle tennis courts
- Small storage facility for public works and emergency supplies
- Walking paths
- Upper and lower lawn areas
- Utilization of existing Forrestal Drive entrance
- Low-impact, native, drought-tolerant landscaping
- 9,000 cubic yards combined grading (4,500 cubic yards of cut and 4,500 cubic yards of fill)
- Cuts and fill over 5 feet to support ADA compliant ramps between mid-level and upper field
- Combination walls to 12 feet in height to support ADA compliant ramps between mid-level and upper field

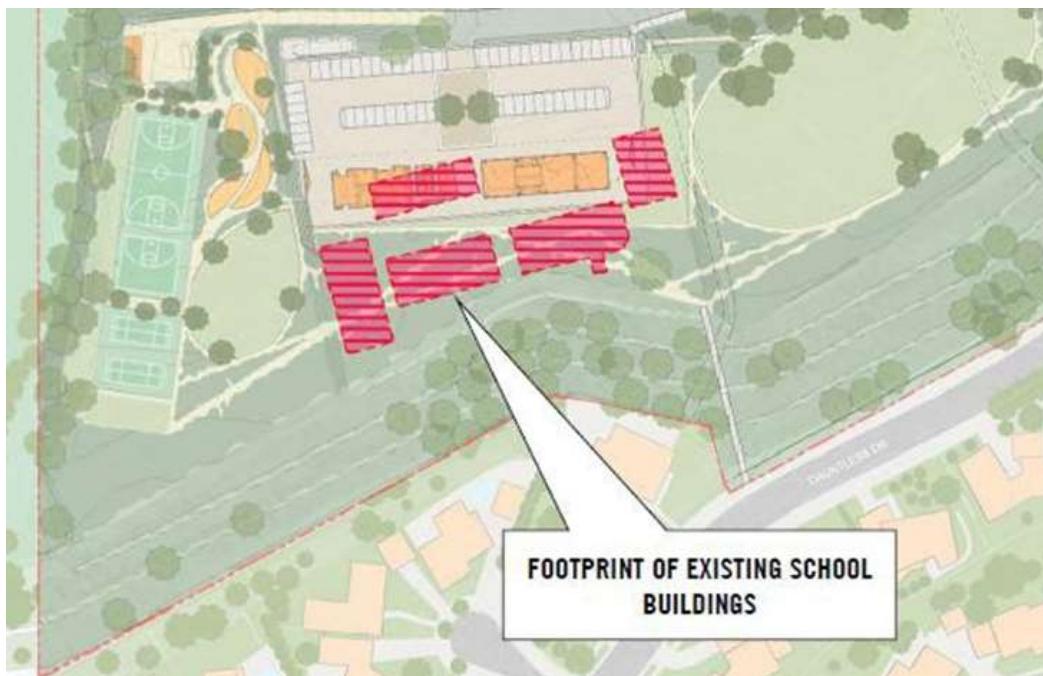
Below is the proposed building floor plan diagram:



The building is proposed to contain the following components:

- A dividable multi-purpose room
- Two classrooms
- A meeting room, with Discovery Room displays built into the walls
- A docent work room
- Storage and staging areas
- Public restrooms
- Staff office
- An outdoor breezeway covered lobby
- Small kitchen and staging area
- Covered walkways
- Janitorial and electrical rooms
- Vestibules

The following image shows the existing school buildings (red-striped) overlaying the proposed design:



A comparison of the existing versus proposed hardscape and vehicular circulation/parking footprint is demonstrated in the tables below:

Hardscape Comparison (courts, driveway, parking)		
	Current Buildings	Proposed Design
Acreage	2.68 acres	1.59 acres
Square Footage	116,900 sf	69,075 sf

Vehicular Circulation & Parking Comparison		
	Current Buildings	Proposed Design
Acreage	1.5 acres	.88 acres
Square Footage	65,500 sf	38,374 sf

Proposed Park Hours

The following table shows current and proposed Ladera Linda Park hours and current hours at other City park sites.

Park Hours	Hours: Mon-Fri	Hours: Sat-Sun
Current	12 p.m.-5 p.m.	10 a.m.-5 p.m.
Proposed	8 a.m.- dusk	8 a.m.- dusk

Ladera Linda Park is currently staffed by one part-time staff member per shift who is overseen by a full-time recreation supervisor. The new building will likely increase staffing to two part-time staff members per shift with one full-time supervisor.

Proposed Park Usage

The table below shows current Ladera Linda usage policies. While the park will be used more during the day, restrictions on park usage and rental hours is proposed.

Rental Policies	LL Current	LL Proposed
Rental Hours	Not specified	10 a.m.- 9 p.m.
Classes	Not specified	8 a.m.- 9 p.m.
Private Rentals after 5 p.m.	No current limits	2 x month **
Amplified Music (indoor only)	10 a.m. – 10 p.m.	11 a.m.- 8 p.m.
Special Events	No limit	8/year

**Restriction does not apply to non-profits, City events, or HOA rentals

It is proposed that no nighttime special events would be permitted without a Special Use Permit being issued, which will require public notification. Staff would coordinate with AYSO schedule to minimize impact.

Building and Park Security

Security will be incorporated into the overall design of the park and community center, which will be formalized during the construction design phase, below is a summary of potential security measures to be considered:

- Clear points of entry and improved sight lines in the final design
- Appropriately placed exterior and interior security cameras and motion sensors
- Appropriate low-level landscaping

- Control of ingress and egress points during operating hours and non-operating hours
- Glass break sensors
- Comprehensive best practices, lighting design throughout park and building
- Ability to secure park perimeter at night through fencing and improved entrance gates for both pedestrian and vehicular access points
- Reduction/elimination of blind spots
- Increased utilization of the park combined with increased staff supervision

If you have any comments or concerns about the proposed project, please communicate those thoughts in writing to Octavio Silva, Deputy Director/Planning Manager, by noon on **Tuesday, January 19, 2021**. By doing so, you will ensure that your comments are taken into consideration for the staff analysis of the project. Please note that written materials, including emails, submitted to the City are public records and may be posted on the City's website. Accordingly, you may wish to omit personal information from your written materials as it may become part of the public record. Written comments submitted after noon on January 19, 2021, will be provided to the Planning Commission as late correspondence. The Planning Commission's decision will be provided to property owners within a 500-foot radius of the site, interested parties, and those who provide comments. **Please note that City Hall offices will be closed from December 24, 2020, to January 1, 2021, for the Winter Holiday Break.**

If you would like the opportunity to review the application package and the proposed plans, they are on file in the Community Development Department at 30940 Hawthorne Boulevard, Rancho Palos Verdes, and are available for review from 7:30 AM to 5:30 PM Monday through Thursday, and from 7:30 AM to 4:30 PM Friday. Additionally, the Ladera Linda Master Plan and associated documents and City Council staff reports are also available for viewing on the City's website (<http://www.rpvca.gov/982/Ladera-Linda-Park-Master-Plan>). The January 26, 2021 Planning Commission staff report will be available on January 21, 2021. **In light of COVID-19 response measures from the Governor of the State of California and the Los Angeles County Public Health Department, and in the interest of the health and well-being of residents and City employees, City Hall is limiting counter hours and walk-ins by appointment only.**

To subscribe to future notifications regarding this project, please sign up to join "Notify RPV" (<http://www.rpvca.gov/list.aspx>) and select Ladera Linda Park Master Plan from the list.

If you have any questions regarding this application, please contact Octavio Silva at (310) 544-5234 or via email at octavios@rpvca.gov for further information.



Ken Rukavina, P.E.
Director of Community Development

NOTE: STATE GOVERNMENT CODE SECTION 65009 NOTICE: If you challenge this application in court, you may be limited to raising only those issues you or someone else raised in written correspondence delivered to the City of Rancho Palos Verdes during the public review period described in this notice.

PLEASE PUBLISH IN THE PENINSULA NEWS ON THURSDAY, DECEMBER 31, 2020



City of Rancho Palos Verdes

Monthly Planning Activity Summary

For the Date Range 12/1/2020 and 12/31/2020

New Cases Received	Staff Approvals	Director Approvals	Director Denials	Planning Commission Approvals	Planning Commission Denials	City Council Approvals	City Council Denials
46	35	0	0	0	0	0	0

New ZON* Applications by Type

Application Type	No.
SITE PLAN REVIEW	30
CONDITIONAL USE PERMIT	3
PLANNING CERTIFICATION LETTER	2
HEIGHT VARIATION	2
ACCESSORY DWELLING UNIT	1
GRADING PERMIT	1
Number of New ZON Cases:	39

Case Summary

Staff Decisions

Number of Cases: 34
Average Processing Time: 0 days

Director Decisions

Number of Cases: 0
Average Processing Time: NaN days

Planning Commission Cases

Number of Cases: 0
Average Processing Time: NaN days

City Council Cases

Number of Cases: 0
Average Processing Time: NaN days

Total Number of Decisions

Number of Cases: 34



City of Rancho Palos Verdes

Monthly Building & Safety Activity Summary

For the Date Range 12/1/2020 and 12/31/2020

New Cases Received	Permits Issued	Permit Fees (\$)	Plan Check Fees (\$)	Other Fees* (\$)	Total Valuation	New Plan Checks	New SFRs	Total Inspections	Average Daily Inspections
175	167	73,027	22,551	0	209,692	21	2	412	32

New BLD** Applications by Type	New ELE** Applications by Type	New MEC** Applications by Type	New PLM** Applications by Type	Issued Permit Summary																																								
<table border="1"> <thead> <tr> <th>Application Type</th><th>No.</th></tr> </thead> <tbody> <tr><td>COMMERCIAL</td><td>3</td></tr> <tr><td>DEMOLITION</td><td>1</td></tr> <tr><td>ELECTRICAL PANEL UPGRADE</td><td>9</td></tr> <tr><td>TEMPORARY POWER POLE</td><td>1</td></tr> <tr><td>New ELE Cases:</td><td>11</td></tr> </tbody> </table>	Application Type	No.	COMMERCIAL	3	DEMOLITION	1	ELECTRICAL PANEL UPGRADE	9	TEMPORARY POWER POLE	1	New ELE Cases:	11	<table border="1"> <thead> <tr> <th>Application Type</th><th>No.</th></tr> </thead> <tbody> <tr><td>200AMPS PANEL UPGRADE</td><td>9</td></tr> <tr><td>ELECTRIC VEHICLE CHARGER</td><td>1</td></tr> <tr><td>CHANGE OUT</td><td>7</td></tr> <tr><td>NEW</td><td>15</td></tr> <tr><td>New MEC Cases:</td><td>22</td></tr> </tbody> </table>	Application Type	No.	200AMPS PANEL UPGRADE	9	ELECTRIC VEHICLE CHARGER	1	CHANGE OUT	7	NEW	15	New MEC Cases:	22	<table border="1"> <thead> <tr> <th>Application Type</th><th>No.</th></tr> </thead> <tbody> <tr><td>CHANGE OUT</td><td>7</td></tr> <tr><td>NEW</td><td>15</td></tr> <tr><td>New PLM Cases:</td><td>10</td></tr> </tbody> </table>	Application Type	No.	CHANGE OUT	7	NEW	15	New PLM Cases:	10	<table border="1"> <thead> <tr> <th>Application Type</th><th>No.</th></tr> </thead> <tbody> <tr><td>GAS SYSTEM OUTLETS</td><td>1</td></tr> <tr><td>REPIPE OR REPAIR</td><td>7</td></tr> <tr><td>WATER HEATER INDOORS</td><td>1</td></tr> </tbody> </table>	Application Type	No.	GAS SYSTEM OUTLETS	1	REPIPE OR REPAIR	7	WATER HEATER INDOORS	1	<p>Over-the-Counter Permits No. of Permits Issued: 66 Plan Checked Permits No. of Permits Issued: 73 Median Processing Time: 18 days</p>
Application Type	No.																																											
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DEMOLITION	1																																											
ELECTRICAL PANEL UPGRADE	9																																											
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* Other fees include SMIP, data processing, historic data input and geology review fees

** BLD = Building, ELE = Electrical, MEC = Mechanical, PLM = Plumbing

WATER HEATER	1
New BLD Cases:	151

* Other fees include SMIP, data processing, historic data input and geology review fees

** BLD = Building, ELE = Electrical, MEC = Mechanical, PLM = Plumbing

Building Activity Report for Rancho Palos Verdes December 2020

Fiscal Year 2019-2020	Total # of Permits	Total Permit Fees	Total Fees	Total Valuation for Permits	Total # of New Plan Checks	Total Plan Check Fees	# of SFRs	Total # of Inspections	Average # of Inspections per Day
July	194	\$ 129,184.00	\$ 170,224.00	\$ 282,687.00	26	\$ 41,032.00	1	587	27
August	207	\$ 67,741.00	\$ 88,464.00	\$ 242,593.00	21	\$ 20,719.00	0	672	31
September	175	\$ 69,683.00	\$ 86,004.00	\$ 307,332.00	25	\$ 16,317.00	1	712	36
October	211	\$ 100,775.00	\$ 131,466.00	\$ 469,984.00	19	\$ 30,687.00	3	715	31
November	138	\$ 61,828.00	\$ 86,331.00	\$ 192,151.00	25	\$ 24,503.00	0	534	28
December	176	\$ 87,418.00	\$ 120,502.00	\$ 330,320.00	13	\$ 33,084.00	1	470	25
January 2020	165	\$ 66,197.00	\$ 90,364.00	\$ 198,557.00	25	\$ 24,167.00	0	547	25
February	175	\$ 88,497.00	\$ 113,743.00	\$ 365,901.00	17	\$ 25,238.00	3	408	21
March	123	\$ 57,141.00	\$ 75,438.00	\$ 271,240.00	20	\$ 18,297.00	0	365	17
April	107	\$ 55,648.00	\$ 74,399.00	\$ 151,237.00	6	\$ 18,751.00	0	324	15
May	143	\$ 42,415.00	\$ 59,617.00	\$ 63,345.00	15	\$ 17,202.00	0	348	18
June	152	\$ 62,794.00	\$ 77,706.00	\$ 155,244.00	21	\$ 14,912.00	0	441	20
YTD	1966	\$ 889,321.00	\$ 1,174,258.00	\$ 3,030,591.00	233	\$ 284,909.00	9	6123	294
Fiscal Year 2020-2021	Total # of Permits	Total Permit Fees	Total Fees	Total Valuation for Permits	Total # of New Plan Checks	Total Plan Check Fees	# of SFRs	Total # of Inspections	Inspections per Day
July	152	\$ 91,897.00	\$ 123,881.00	\$ 280,304.00	19	\$ 31,984.00	0	468	21
August	158	\$ 68,559.00	\$ 90,842.00	\$ 767,938.00	14	\$ 22,283.00	1	398	19
September	198	\$ 112,445.00	\$ 155,530.00	\$ 374,891.00	24	\$ 43,085.00	0	473	23
October	170	\$ 120,867.00	\$ 165,856.00	\$ 379,098.00	23	\$ 44,989.00	1	447	20
November	154	\$ 82,331.00	\$ 102,349.00	\$ 267,907.00	17	\$ 20,018.00	0	431	24
December	167	\$ 73,027.00	\$ 95,578.00	\$ 209,692.00	21	\$ 22,551.00	2	412	22
January 2021									
February									
March									
April									
May									
June									
YTD	999	\$ 549,126.00	\$ 734,036.00	\$ 2,279,830.00	118	\$ 184,910.00	4	2629	129
Previous YR	1101	\$ 516,629.00	\$ 682,991.00	\$ 1,825,067.00	129	\$ 166,342.00	6	3690	178
% Change/YTD	<u>-9%</u>	<u>6%</u>	<u>7%</u>	<u>25%</u>	<u>-9%</u>	<u>11%</u>	<u>-33%</u>	<u>-29%</u>	<u>-28%</u>



City of Rancho Palos Verdes

Monthly View Activity Summary

For the Date Range 12/1/2020 and 12/31/2020

New Cases Received	Director Approvals	Director Denials	Planning Commission Approvals	Planning Commission Denials	City Council Approvals	City Council Denials	Appeals Heard
7	1	0	1	0	0	0	0

New View Cases (MTD)	
Application Type	Number
CITY TREE REVIEW PERMIT	6
VIEW ENFORCEMENT	0
VIEW RESTORATION	0
VIEW PRESERVATION	1
Number of New Cases:	7

Pre-Application Meetings (MTD)	
Application Type	Number
VIEW RESTORATION	
Number of Pre-Application Meetings:	2

Resolved by Mediation (MTD)	
Application Type	Number
Number of Cases:	1

New View Cases (YTD)	
Application Type	Number
VIEW ENFORCEMENT	27
VIEW RESTORATION	22
CITY TREE REVIEW PERMIT	30
VIEW PRESERVATION	11
Number of New Cases:	94

Pre-Application Meetings (YTD)	
Application Type	Number
VIEW RESTORATION	
Number of Pre-Application Meetings:	16

Resolved by Mediation (YTD)	
Application Type	Number
Number of Cases:	16



City of Rancho Palos Verdes

Monthly Code Activity Summary

For the Date Range 12/1/2020 and 12/31/2020

Complaints Received	Field Inspections	First Notices Issued	Second Notices Issued	Final Notices Issued	Administrative Hearings Conducted	Referral to City Attorney	Other Referrals	Case Closed	Complaint Unfounded
3	13	2	0	0	0	0	0	9	2

New Complaints by Violation Category	
CONSTRUCTION HOURS	1
Total:	1

Closed Case Summary	
Construction on Extreme Slope Violations	
Number of Cases Closed: 1	
Median Processing Time: 2 days	
Debris on Property Violations	
Number of Cases Closed: 2	
Median Processing Time: 0 days	
Deteriorated buildings, fences, driveways Violations	
Number of Cases Closed: 1	
Median Processing Time: 380 days	
Fence or wall in front yard setback Violations	
Number of Cases Closed: 1	
Median Processing Time: 95 days	
Hedge height Violations	
Number of Cases Closed: 1	
Median Processing Time: 5 days	
ILLEGAL SIGNAGE Violations	
Number of Cases Closed: 1	
Median Processing Time: 0 days	
Inadequately maintained landscaping Violations	
Number of Cases Closed: 1	
Median Processing Time: 0 days	
Planning Department approval required Violations	
Number of Cases Closed: 1	
Median Processing Time: 0 days	

Illegal Sign Abatement Summary	
Street Name	Signs Removed
Total Signs Removed:	0

VEHICLE STORAGE Violations

Number of Cases Closed: **1**

Median Processing Time: **86 days**