



MEMORANDUM

DATE: JULY 29, 2026

TO: PARK & ACTIVITIES COMMISSION
PLANNING COMMISSION
DEPARTMENT HEADS

FROM: LAUREN PETTIT, CITY CLERK

SUBJECT: CITY COUNCIL ACTIONS OF JULY 28, 2026

1. CALL MEETING TO ORDER

MAYOR ZERUNYAN called the meeting to order at 7:02 p.m.

2. SALUTE TO THE FLAG

Led by summer student intern Abbie Shin.

3. ROLL CALL

City Council Members Present: Brown Schachter, Huff*, Schmitz, Stegura, Zerunyan
City Council Members Absent: None *Council Member Huff arrived at 7:03 p.m.

4. CEREMONIAL ITEMS

A. RECOGNITION OF KATHLEEN MCGOWAN

MAYOR ZERUNYAN recognized Kathleen McGowan for her more than 20 years of service as Founder and Principal of McGowan Consulting, acknowledging her outstanding leadership, expertise in environmental compliance and stormwater management, and lasting contributions to the City of Rolling Hills Estates and the surrounding region, and presented her with a Resolution of Commendation in honor of her upcoming retirement.

5. CONSENT CALENDAR

The following routine matters will be acted upon by one vote to approve with the majority consent of the City Council. There will be no separate discussion of these items unless good cause is shown by a member prior to the roll call vote. (Items removed will be considered under New Business.)

COUNCIL MEMBER HUFF moved, seconded by COUNCIL MEMBER STEGURA, TO APPROVE CONSENT CALENDAR ITEMS 5A-L AS FOLLOWS BY THE FOLLOWING ROLL CALL VOTE:

AYES: Brown Schachter, Huff, Schmitz, Stegura, Zerunyan
ABSENT:

A. READING OF ORDINANCES AND RESOLUTIONS

APPROVED.

B. DEMANDS AND WARRANTS OF JUNE & JULY 2026

APPROVED WARRANTS 69822 THROUGH 70017 IN THE AMOUNT OF \$2,233,364.47; AND SUPPLEMENTAL WARRANTS 070126 - 070926; IN THE AMOUNT OF \$261,240.26 FOR A GRAND TOTAL AMOUNT OF \$2,494,604.73 WITH PROPER AUDIT.

C. SCHEDULE OF INVESTMENTS REPORT OF JUNE 2026

RECEIVED AND FILED.

D. REVENUE AND EXPENDITURE REPORT OF JUNE 2026

RECEIVED AND FILED.

E. BUDGET AMENDMENTS FISCAL YEAR 2026-2027

APPROVED THE BUDGET AMENDMENTS FOR FISCAL YEAR 2026-2027.

F. CITY COUNCIL MINUTES OF JUNE 23, 2026

REVIEWED AND APPROVED.

G. PARK & ACTIVITIES COMMISSION MINUTES OF JUNE 16, 2026

RECEIVED AND FILED.

H. RESOLUTION NO. 2637 - ESTABLISHING AN UPDATED SCHEDULE OF COMMUNITY DEVELOPMENT DEPARTMENT AND PUBLIC WORKS DEPARTMENT FEES AND CHARGES FOR THE FISCAL YEAR 2026-27

ADOPTED RESOLUTION NO. 2637, ESTABLISHING AN UPDATED SCHEDULE OF COMMUNITY DEVELOPMENT DEPARTMENT AND PUBLIC WORKS DEPARTMENT FEES AND CHARGES FOR THE FISCAL YEAR 2026-27.

I. SBCCOG BOARD MEETING HIGHLIGHTS

RECEIVED AND FILED.

J. APPOINTMENT OF CITY TREASURER

ADOPTED RESOLUTION NO. 2638, APPOINTING FERNANDO ESTRADA AS CITY TREASURER, EFFECTIVE JULY 28, 2026.

K. 2026 HILLS ARE ALIVE RACE DEBRIEF

RECEIVED AND FILED.

L. PARK & ACTIVITIES COMMISSION MINUTES OF JULY 21, 2026

RECEIVED AND FILED.

6. PUBLIC COMMENT / PUBLIC PRESENTATIONS

A. PRESENTATION BY PENINSULA HIGH SCHOOL STUDENT INTERN

Ambassador Christian High School Intern Abbie Shin provided a brief presentation on her internship experience, sharing that she gained valuable insight into the City's operations by working with each department and learning about Rolling Hills Estates' unique focus on environmental stewardship and its equestrian community. She expressed her appreciation for the opportunity to intern with the City.

7. PUBLIC HEARINGS

None.

8. NEW BUSINESS

A. PARK & ACTIVITIES COMMISSION ACTION ITEM: PROPOSED AMERICAN YOUTH SOCCER ORGANIZATION AGREEMENT

APPROVED 2026/2027 AGREEMENT WITH AMERICAN YOUTH SOCCER ORGANIZATION REGION 10 FOR USE OF HIGHRIDGE PARK'S TWO GRASS FIELDS.

B. PARK & ACTIVITIES COMMISSION ACTION ITEM: PROPOSED PALOS VERDES PENINSULA GIRLS SOFTBALL LEAGUE AGREEMENT

APPROVED 2026/2027 AGREEMENT WITH PALOS VERDES PENINSULA GIRLS SOFTBALL LEAGUE FOR USE OF HIGHRIDGE PARK'S SOFTBALL FIELD.

C. PARK & ACTIVITIES COMMISSION ACTION ITEM: AMERICA 250 COMMEMORATION PROPOSAL

APPROVED THE PROPOSED WESTERN SYCAMORE TREE, INSTALLATION LOCATION, AND OPTION 1 OF THE PLAQUE TEXT

OPTIONS FOR THE COMMEMORATION OF THE 250TH ANNIVERSARY
OF THE ADOPTION OF THE DECLARATION OF INDEPENDENCE.

D. PARK & ACTIVITIES COMMISSION ACTION ITEM: WALL OF RECOGNITION
PLAQUE - MICHAEL C. WHITEHEAD

APPROVED THE ADDITION OF A BRONZE PLAQUE TO THE
RECOGNITION WALL HONORING MICHAEL C. WHITEHEAD'S TENURE
WITH THE CITY.

E. CITY OF ROLLING HILLS ESTATES AUTOMATIC LICENSE PLATE
RECOGNITION CAMERA REPLACEMENT PURCHASE

AUTHORIZED THE CITY MANAGER TO EXECUTE A PROFESSIONAL
SERVICES AGREEMENT APPROVED AS TO FORM BY THE CITY
ATTORNEY WITH MOTOROLA SOLUTIONS IN THE AMOUNT OF
\$79,778.85 FOR THE CITY'S REPLACEMENT OF ALPR CAMERAS.

F. LANDSCAPE MAINTENANCE SERVICE AWARD OF AGREEMENT

AWARDED A FIVE-YEAR AGREEMENT TO BENNETT LANDSCAPE FOR
LANDSCAPE MAINTENANCE SERVICES IN THE AMOUNT OF \$35,405
PER MONTH, FOR AN ANNUAL TOTAL OF \$424,860 EFFECTIVE
SEPTEMBER 1, 2026; AND AUTHORIZED THE CITY MANAGER TO
EXECUTE THE AGREEMENT IN A FORM APPROVED BY THE CITY
ATTORNEY.

G. MEMORANDUM OF AGREEMENT AMONG PALOS VERDES PENINSULA
MUNICIPALITIES FOR THE ADMINISTRATION AND COST SHARING OF THE
COORDINATED INTEGRATED MONITORING PROGRAM

AUTHORIZED THE CITY MANAGER TO EXECUTE THE MOA AND
DIRECT STAFF TO PROVIDE WRITTEN NOTIFICATION TO THE CITY OF
RANCHO PALOS VERDES THAT THE CITY OF ROLLING HILLS ESTATES
WILL NOT PARTICIPATE IN OPTIONAL TASK 8.

H. GEORGE F CANYON NATURE CENTER UPDATE

1) RECEIVED AND FILED AN UPDATE ON THE GEORGE F CANYON
NATURE CENTER PROJECT; 2) APPROVED AN ADDITIONAL PROJECT
APPROPRIATION OF \$300,000 TO ADDRESS UNFORESEEN UTILITY
RELOCATION COSTS, CONSTRUCTION CHANGE ORDERS, AND
REMAINING PROJECT CONTINGENCIES; AND 3) AUTHORIZED THE
CITY MANAGER TO EXECUTE ANY NECESSARY AMENDMENTS OR
CHANGE ORDERS WITHIN THE APPROVED PROJECT BUDGET.

I. ADOPTION OF TITLE VI POLICY

ADOPTED RESOLUTION NO. 2639 APPROVING THE CITY'S TITLE VI NONDISCRIMINATION POLICY.

J. FISCAL YEAR 2026-2027 WORKPLAN

RECEIVED AND FILED.

9. OLD BUSINESS

A. DRAFT ORDINANCE AMENDING AND RESTATING MUNICIPAL CODE CHAPTER 10.44 REGARDING THE REGULATION OF BICYCLES AND MOTORIZED DEVICES (E-BIKES) AND CHAPTER 10.46 REGARDING THE REGULATION OF WHEELED VEHICLES ON PUBLIC EQUESTRIAN PATHS AND TRAILS

DIRECTED STAFF TO REVISE THE PROPOSED MUNICIPAL CODE AMENDMENTS CONSISTENT WITH COUNCIL DIRECTION AND RETURN WITH A FINAL ORDINANCE FOR INTRODUCTION AND FIRST READING AT THE NEXT REGULAR CITY COUNCIL MEETING.

10. CITY ATTORNEY ITEMS

None.

11. CITY COUNCIL / REGIONAL COMMITTEE REPORTS

COUNCIL MEMBER STEGURA reported that the South Bay Regional Housing Trust has appointed a Treasurer from the City of Torrance and is continuing discussions with Senator Allen's office regarding SB 799, the Trust's enabling legislation.

COUNCIL MEMBER SCHMITZ reported that the California Contract Cities Association's (CCCA) Legislative Committee continues to meet twice monthly to review and discuss pending legislation with Assembly and Senate staff. She also provided an update on CCCA's recent budget and dues discussions, noting that additional review followed extensive member input, and announced she has been appointed to the Finance and Audit Committee.

COUNCIL MEMBER HUFF reported that she chaired the Neighborhood Watch Leadership Group meeting at the end of June, where Deputy Clotworthy provided an update on local crime and neighborhood safety. She noted that she attended the Southern California Association of Governments (SCAG) Energy and Environment Committee meeting in early July as a committee member.

MAYOR PRO TEM SCHACHTER reported that she attended the Palos Verdes Democratic Club Annual Picnic, where she welcomed state and local candidates to Rolling Hills Estates and highlighted the City's Nature Center project.

MAYOR ZERUNYAN attended the June meeting of SCAG's Community, Economic, & Human Development Committee.

12. MAYOR AND COUNCIL ITEMS

- A. DESIGNATION OF VOTING DELEGATES AND ALTERNATES FOR CAL CITIES ANNUAL CONFERENCE & EXPO

COUNCIL MEMBER SCHMITZ nominated COUNCIL MEMBER HUFF to serve as the City's voting delegate, and, with no objections from the City Council, COUNCIL MEMBER HUFF was appointed by unanimous consensus.

13. CLOSED SESSION

- A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Government Code Section 54957
Title: City Manager (Annual Evaluation)

NO REPORTABLE ACTION.

13. ADJOURNMENT

MAYOR ZERUNYAN adjourned the meeting in memory of Ken Dyda and Diane Dubois. The meeting was adjourned at 8:37 p.m. to Tuesday, August 25, 2026, at 7:00 p.m. for the purpose of a regular City Council meeting.