



## MEMORANDUM

**DATE:** JUNE 24, 2026

**TO:** PARK & ACTIVITIES COMMISSION  
PLANNING COMMISSION  
DEPARTMENT HEADS

**FROM:** LAUREN PETTIT, CITY CLERK

**SUBJECT:** CITY COUNCIL ACTIONS OF JUNE 23, 2026

### 1. CALL MEETING TO ORDER

MAYOR ZERUNYAN called the meeting to order at 7:04 p.m.

### 2. SALUTE TO THE FLAG

Led by Los Angeles County Sheriff's Department Volunteer Stewart Forman.

### 3. ROLL CALL

City Council Members Present: Brown Schachter, Huff, Schmitz, Zerunyan  
City Council Members Absent: Stegura

### 4. CEREMONIAL ITEMS

#### A. RECOGNITION OF LOS ANGELES COUNTY SHERIFF'S DEPARTMENT VOLUNTEER STEWART FORMAN

MAYOR ZERUNYAN presented Mr. Forman with a Resolution of Commendation in recognition of his dedicated service. Lomita Station Captain Guerrero was also introduced and joined in honoring Mr. Forman for his many years of commitment and contributions to the community.

#### B. RECOGNITION OF ADMINISTRATIVE SERVICES DIRECTOR MIKE WHITEHEAD ON HIS RETIREMENT

MAYOR ZERUNYAN and members of the City Council recognized Administrative Services Director Mike Whitehead for his dedicated service and significant contributions to the City throughout his tenure. In appreciation of his years of commitment, the City Council presented Mr. Whitehead with a Resolution of Commendation and a City Street Sign, and extended their best wishes on his 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 SCHMITZ, TO APPROVE CONSENT CALENDAR ITEMS 5A-G AS FOLLOWS BY THE FOLLOWING ROLL CALL VOTE:

AYES: Brown Schachter, Huff, Schmitz, Zerunyan

ABSENT: Stegura

### A. READING OF ORDINANCES AND RESOLUTIONS

APPROVED.

### B. DEMANDS AND WARRANTS OF JUNE 2026

APPROVED WARRANTS 9769 THROUGH 69821 IN THE AMOUNT OF \$176,766.87; AND SUPPLEMENTAL WARRANTS 060426 THROUGH 060526; IN THE AMOUNT OF \$104,807.04 FOR A GRAND TOTAL AMOUNT OF \$281,573.91 WITH PROPER AUDIT.

### C. SCHEDULE OF INVESTMENTS REPORT OF MAY 2026

RECEIVED AND FILED.

### D. REVENUE AND EXPENDITURE REPORT OF MAY 2026

RECEIVED AND FILED.

### E. CITY COUNCIL ADJOURNED MINUTES OF JUNE 9, 2026

REVIEWED AND APPROVED.

### F. CITY COUNCIL MINUTES OF JUNE 9, 2026

REVIEWED AND APPROVED.

### G. TRAFFIC & SAFETY COMMITTEE MINUTES OF JUNE 3, 2026

RECEIVED AND FILED.

## 6. PUBLIC COMMENT / PUBLIC PRESENTATIONS

### A. PRESENTATION BY PENINSULA HIGH SCHOOL STUDENT INTERN

Peninsula High School Intern Jordan Weinert highlighted how she gained firsthand experience in local government through City tours and departmental rotations, learning about public service, administration, and marketing.

## **7. PUBLIC HEARINGS**

### **A. FISCAL YEAR 2026-27 BUDGET PUBLIC HEARING AND ADOPTION**

ADOPTED RESOLUTION 2625 - ADOPTING THE CONSOLIDATED BUDGET

ADOPTED RESOLUTION 2626 - ADOPTING THE CITY'S GANN APPROPRIATIONS LIMIT.

ADOPTED RESOLUTION 2627 - ADOPTING THE SCHEDULE OF GENERAL MUNICIPAL FEES AND CHARGES.

ADOPTED RESOLUTION 2628 - ADOPTING THE SCHEDULE OF COMMUNITY DEVELOPMENT DEPARTMENT AND PUBLIC WORKS DEPARTMENT FEES AND CHARGES

ADOPTED STATEMENT OF FUND BALANCE POLICY, STATEMENT OF INVESTMENT POLICY, STATEMENT OF PENSION FUNDING POLICY AND STATEMENT OF DEBT MANAGEMENT AND DISCLOSURE POLICY.

## **8. NEW BUSINESS**

### **A. PERSONNEL RESOLUTIONS FY 2026-27**

ADOPTED RESOLUTION 2629, ADOPTING THE 2026-2027 MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY AND THE ROLLING HILLS ESTATES EMPLOYEES' ASSOCIATION

ADOPTED RESOLUTION 2630 AUTHORIZING THE NUMBER OF POSITIONS AND SALARY RANGES, RE-ESTABLISHING THE ADMINISTRATIVE ANALYST CLASSIFICATION

ADOPTED RESOLUTION 2631 AUTHORIZING THE NUMBER OF POSITIONS AND SALARY RANGES

ADOPTED RESOLUTION 2632 AUTHORIZING THE NUMBER OF POSITIONS AND SALARY RANGES FOR PART-TIME EMPLOYEES IN THE CITY SERVICE.

### **B. OVERVIEW OF THE LOS ANGELES COUNTY SHERIFF'S DEPARTMENT SERVICE LEVEL AGREEMENT AUTHORIZATION FOR FISCAL YEAR 2026-27**

AUTHORIZED THE CITY MANAGER TO SIGN THE LASD SERVICE LEVEL AUTHORIZATION 575 FORM FOR FY 2026-27 AT A TOTAL CITY ANNUAL COST OF \$3,039,843.33.

- C. MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF ROLLING HILLS ESTATES AND CITIES OF LOMITA, RANCHO PALOS VERDES, AND ROLLING HILLS RELATING TO PROCUREMENT OF UNMANNED AERIAL SYSTEM (UAS) DRONES FOR THE LOMITA SHERIFF'S STATION

APPROVED THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF ROLLING HILLS ESTATES AND CITIES OF LOMITA, RANCHO PALOS VERDES, AND ROLLING HILLS RELATING TO THE PROCUREMENT OF DRONES FOR THE LOMITA SHERIFF'S STATION.

- D. NOVEMBER 3, 2026 GENERAL MUNICIPAL ELECTION

ADOPTED RESOLUTION NO. 2633 - CALLING FOR THE HOLDING OF A GENERAL MUNICIPAL ELECTION TO BE HELD IN THE CITY OF ROLLING HILLS ESTATES ON NOVEMBER 3, 2026; AND REQUESTING THE LOS ANGELES COUNTY BOARD OF SUPERVISORS CONSOLIDATE THE ELECTION WITH THE STATEWIDE GENERAL ELECTION.

ADOPTED RESOLUTION NO. 2634 - ADOPTING REGULATIONS PERTAINING TO CANDIDATE STATEMENTS.

- E. ESTABLISHMENT OF AD HOC WASTE SUBCOMMITTEE

ESTABLISHED AN AD HOC WASTE SERVICES SUBCOMMITTEE AND APPOINTED MAYOR ZERUNYAN AND COUNCIL MEMBER SCHMITZ TO REVIEW THE CITY'S WASTE SERVICES FRANCHISE AGREEMENT AND EVALUATE OPTIONS REGARDING THE FUTURE AGREEMENT FOR SOLID WASTE COLLECTION AND DISPOSAL SERVICES.

- F. 2026 LEGISLATIVE UPDATE

RECEIVED AND FILED THE CAL CITIES LEGISLATIVE UPDATE AND AUTHORIZED THE MAYOR OR CITY MANAGER TO COMMUNICATE THE CITY'S SUPPORT FOR OR OPPOSITION TO THESE BILLS, AS REQUESTED, WHEN IT IS IN THE CITY'S INTEREST TO DO SO.

- G. LETTER OF OPPOSITION TO SENATE BILL 1361 (DURAZO): TRANSIT-ORIENTED HOUSING DEVELOPMENTS: GOVERNMENTS: LOCAL TRANSIT AGENCIES AND PROJECTS

AUTHORIZED THE MAYOR TO SIGN THE LETTER OF OPPOSITION TO SB 1361 (DURAZO) - TRANSIT-ORIENTED HOUSING DEVELOPMENTS: LOCAL GOVERNMENTS: TRANSIT AGENCIES AND PROJECTS.

- H. RESOLUTION NO. 2635 - CONTINUED PARTICIPATION IN THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM FOR THREE YEARS (FY 2027-30)

APPROVED RESOLUTION NO. 2635, AUTHORIZING THE CITY TO CONTINUE PARTICIPATING IN THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM THROUGH THE LOS ANGELES COUNTY DEVELOPMENT AUTHORITY (LACDA) FOR THREE YEARS (FISCAL YEARS 2027-2030) AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE COOPERATION AGREEMENT.

**9. OLD BUSINESS**

- A. RESOLUTION NO. 2636 AMENDMENT TO THE CITY'S COST RECOVERY POLICY

ADOPTED RESOLUTION NO. 2636 AMENDING THE CITY'S COST RECOVERY POLICY AND APPROVING REVISIONS TO THE FEE ADJUSTMENT PROVISIONS TO PROVIDE GREATER FLEXIBILITY IN IMPLEMENTING FEE UPDATES BASED ON MARKET CONDITIONS AND FEE STUDY FINDINGS.

- B. AMENDMENT TO POLICY REGARDING THE PROCUREMENT OF EQUIPMENT, GOODS, AND SERVICES

APPROVED THE CITY'S PROCUREMENT POLICY AS AMENDED.

- C. FISCAL YEAR 2025-26 WORKPLAN UPDATE

RECEIVED AND FILED.

**10. CITY ATTORNEY ITEMS**

None.

**11. CITY COUNCIL / REGIONAL COMMITTEE REPORTS**

COUNCIL MEMBER SCHMITZ attended the recent California Contract Cities Association's Legislative Committee meeting, with another meeting scheduled tomorrow.

COUNCIL MEMBER HUFF attended the 10<sup>th</sup> Anniversary Celebration of PV Village along with Assistant City Manager Davis, earlier this evening.

MAYOR ZERUNYAN will be speaking to the Peninsula Seniors at their Bohannon Lecture Series on July 1.

## **11. MAYOR AND COUNCIL ITEMS**

- A. AUTHORIZATION TO ATTEND FALL EDUCATIONAL SUMMIT IN OCEANSIDE, CALIFORNIA - AUGUST 28 - 30, 2026

CONSENSUS FOR ANY/ALL TO ATTEND AND MAYOR ZERUNYAN PLANS TO ATTEND.

## **12. CLOSED SESSION**

- A. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2)  
One potential case

NO REPORTABLE ACTION.

- B. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION  
Government Code Section 54956.9(d)(1)  
Name of case: Zee, et al. v. City of Rolling Hills Estates, et al., Los Angeles County Superior Court Case No.: 24STCV22092 (Lead Action)

NO REPORTABLE ACTION.

## **13. ADJOURNMENT**

MAYOR ZERUNYAN adjourned the meeting at 8:30 p.m. to Tuesday, July 28, 2026, at 7:00 p.m. for the purpose of a regular City Council meeting.