

City of Rancho Palos Verdes

The Nuts and Bolts of City Hall

Opening the Doors of Local Government to the Community

June 2025



Agenda

Administration Department

- Welcome
- History of the City of Rancho Palos Verdes
- Organizational Structure & Overview
- Administration Department
- Advisory Committees

Rancho Palos Verdes - History

- Three Peninsula cities were incorporated:
  - Palos Verdes Estates in 1939
  - Rolling Hills and Rolling Hills Estates in 1957







- Fueled by a Los Angeles County (County) master plan and the post-World War II economic growth the unincorporated areas developed quickly
- In the 1960's leaders of the three cities and citizens attempted to convince the county to restrain:
  - uncontrolled development
  - institute planning and zoning regulations more compatible with the area's unique qualities.

Rancho Palos Verdes - History

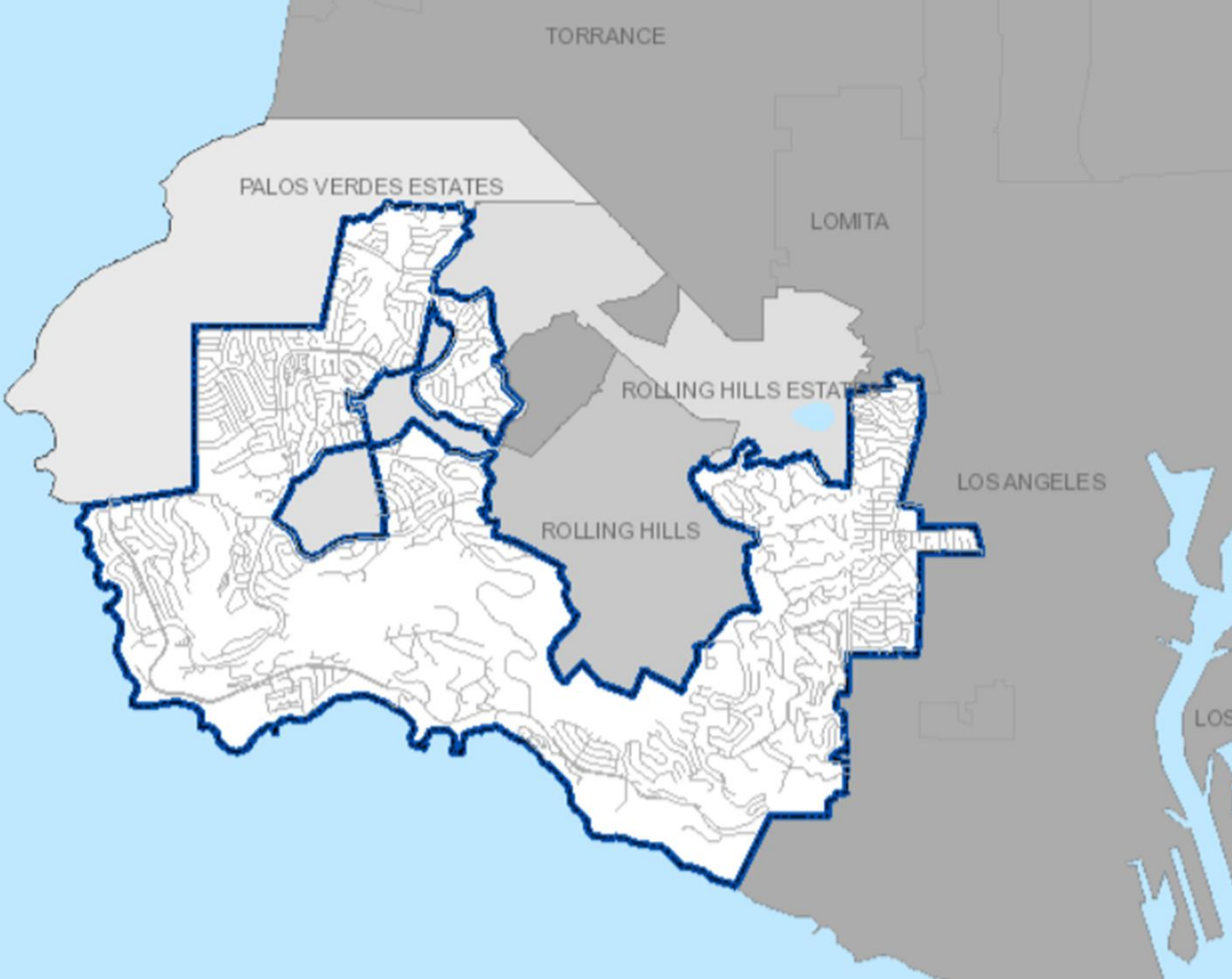
- Peninsula Advisory Council was created in the mid-1960's.
- In April of 1970, the Save Our Coastline was created.
- The City officially recognized its incorporation on September 7, 1973, the day of the first City Council meeting.
- Its incorporation allowed for control of planning and policy implementation over the area to preserve its natural beauty, openness, and small community atmosphere.



OVERVIEW

- City Government
- City Structure
- City Divisions
- Partner Agencies
- Regional Collaboration




TORRANCE
PALOS VERDES ESTATES
LOMITA
ROLLING HILLS ESTATES
LOS ANGELES
ROLLING HILLS

Demographics

Population: 42,300

Median Household Income: $175,000

Median Age: 50

Education: Bachelor's Degree or Higher: 69.1%

Housing Units: 16,500



Organizational Structure & Overview

Cities provide services to its community

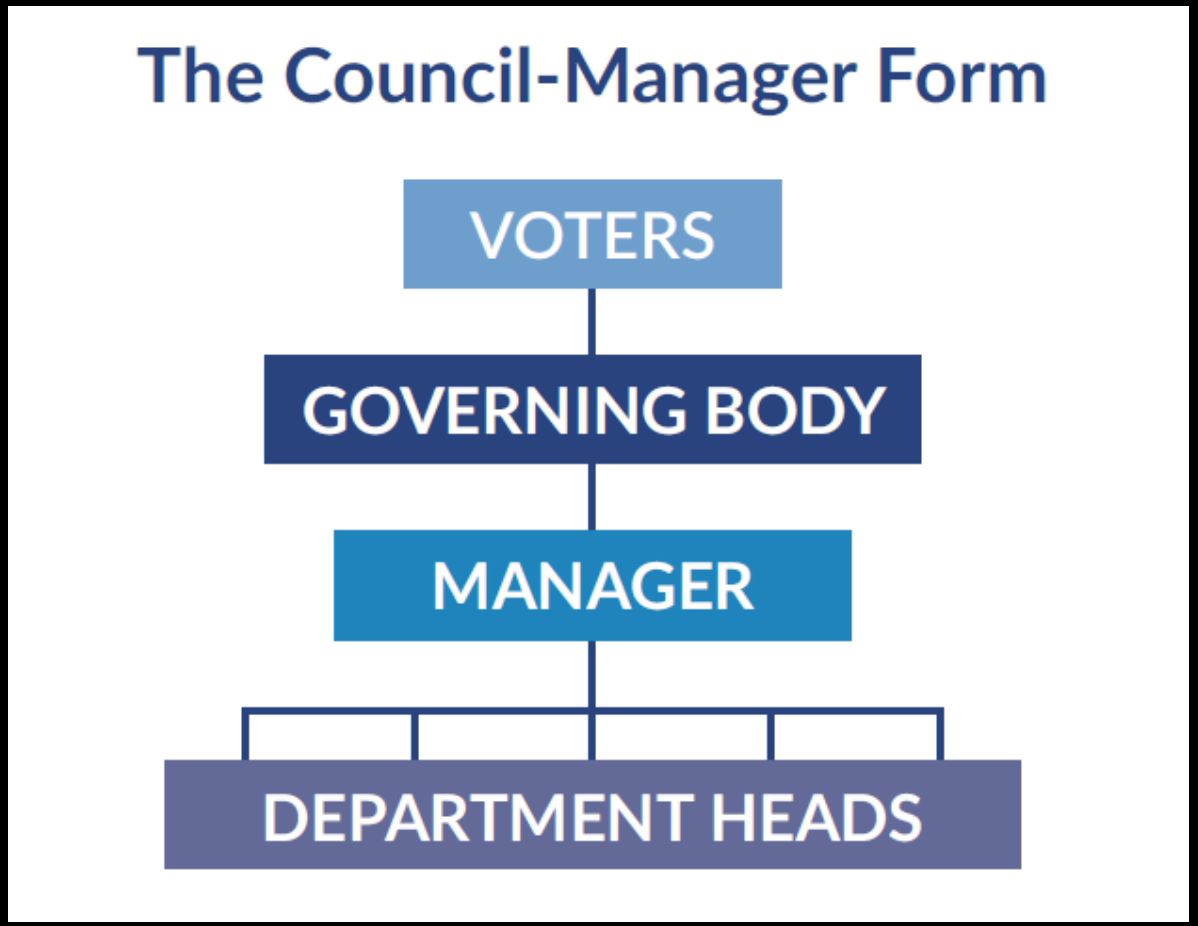
- Law enforcement
- Fire protection
- Traffic control
- Recreation
- Roadway maintenance
- Sewer and solid waste collection

- RPV is a **general law** city
  - The City's powers are limited to the authority granted to it by the State Legislature and California Constitution.
- RPV is a **contract city**
  - Services are contracted out through county agencies, regional service providers and the private sector.



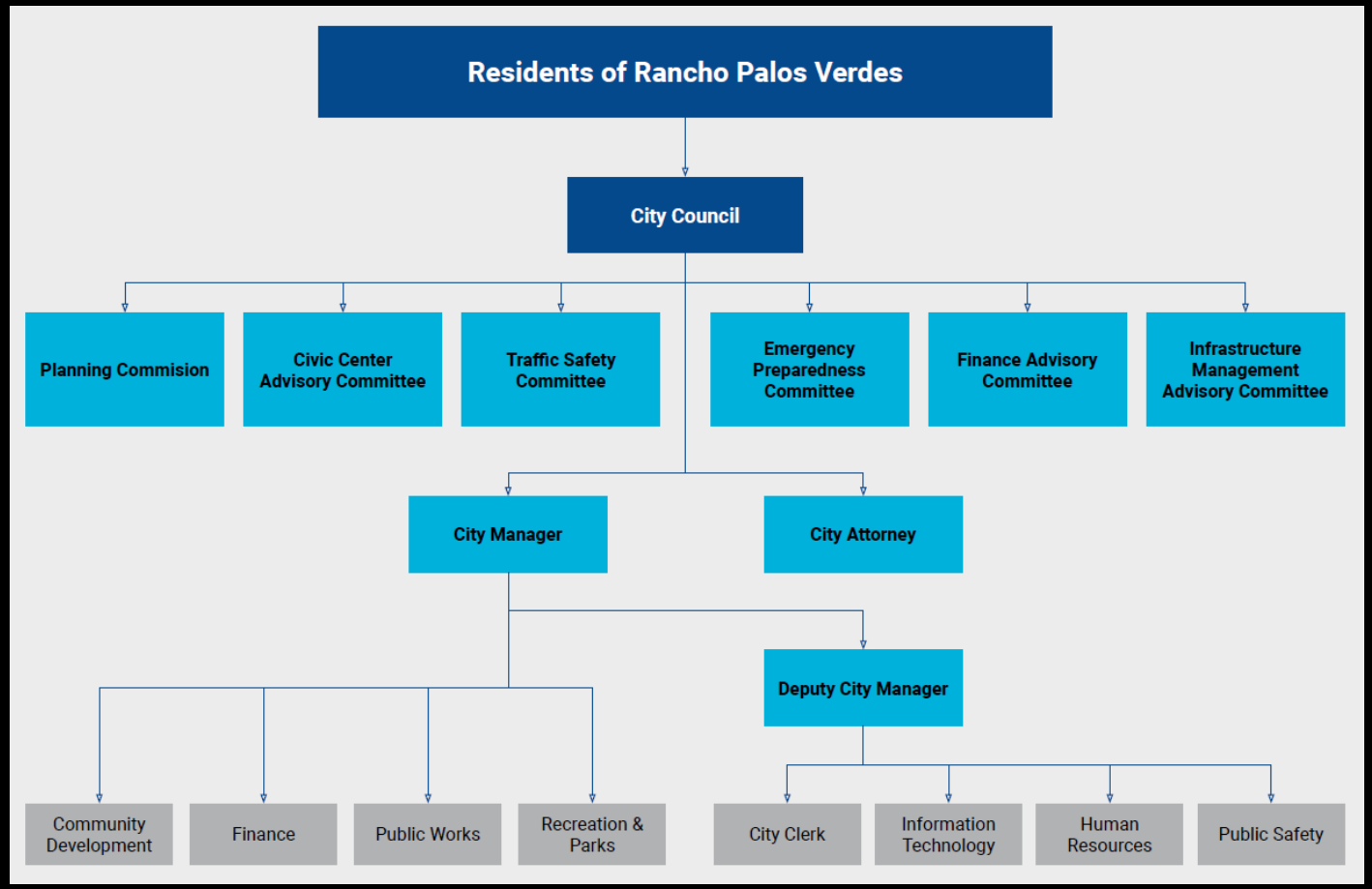
Council – Manager Form of Government

- Council – City Mayor Form of Government
- The most common form of government used by local cities in the United States.
- Mirrors the state and federal government.
- The Mayor serves as the president or chief executive officer of the City Council and City.



City Council – City Manager Form of Government

- Mayor and City Council have equal authority and an equal vote.
- City Council appoints residents to Advisory Committees and Commissions.
- City Council appoints City Attorney and City Manager.
- City Council provides direction to City Manager.
- City Manager hires department directors and provides direction to staff based on Council directives.



City of Rancho Palos Verdes City Council



David L. Bradley
Mayor



Paul Seo
Mayor Pro Tem



George Lewis
Councilmember



Barbara Ferraro
Councilmember



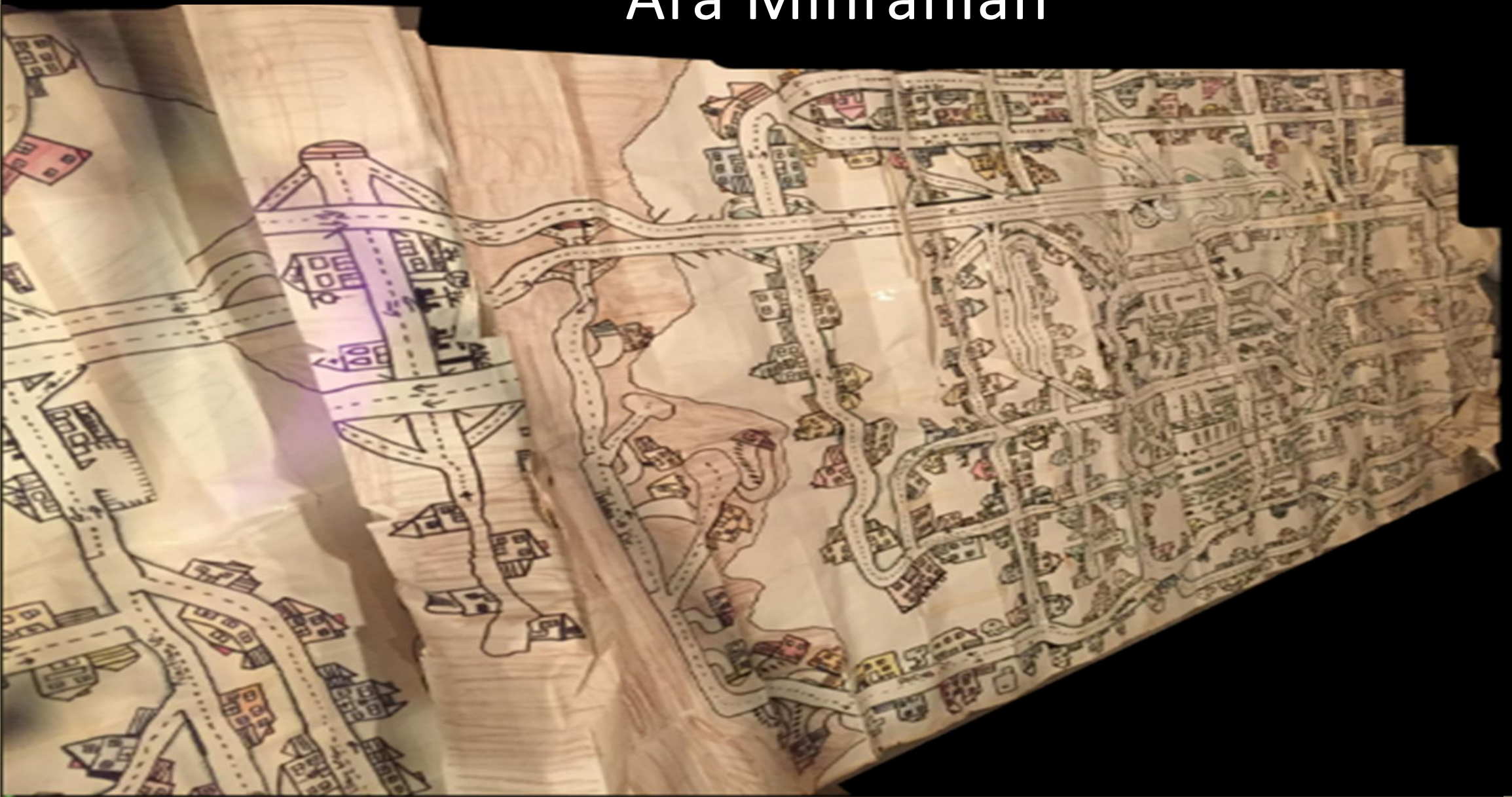
Steve Perestam
Councilmember

City Attorney

- City contracts with Aleshire & Wynder for general legal services.
- Represents the City in litigation, code enforcement, and labor negotiations.
- Reviews ordinances, resolutions, contracts, and provides legal opinion.
- Integral to City operation by advising the City Council and City Staff regarding liability and legal matters.



City Manager
Ara Mihranian



City of Rancho Palos Verdes Executive team



Ara Mihranian
City Manager



Catherine Jun
Deputy City Manager



Ramzi Awwad, Director
Public Works



Brandy Forbes, Director
Community Development



Vina Ramos, Director
Finance



Dan Trautner, Director
Recreation and Parks

City Structure

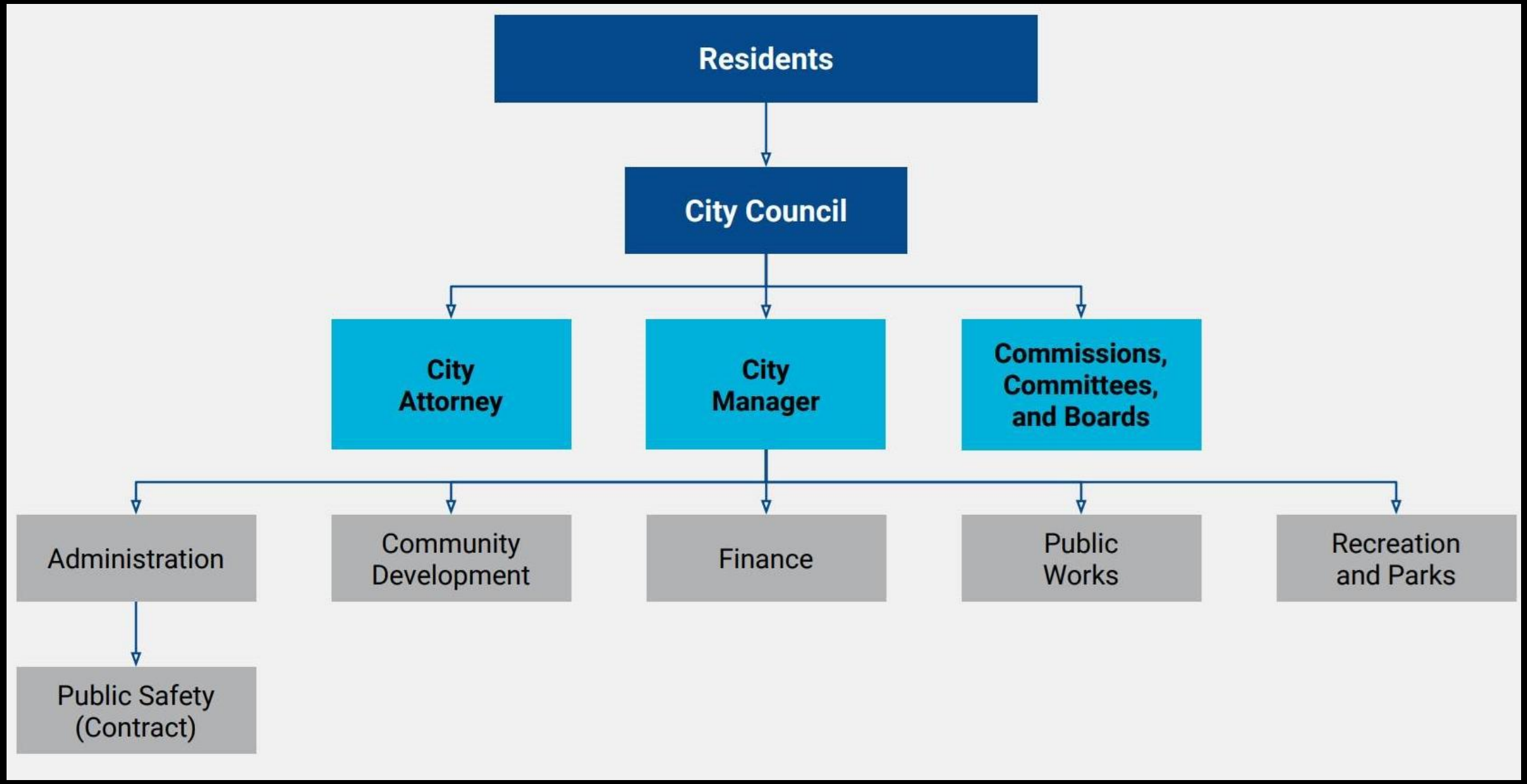
For FY 2024-25,

- 79 approved full-time positions
- 33.5 FTE part-time positions.

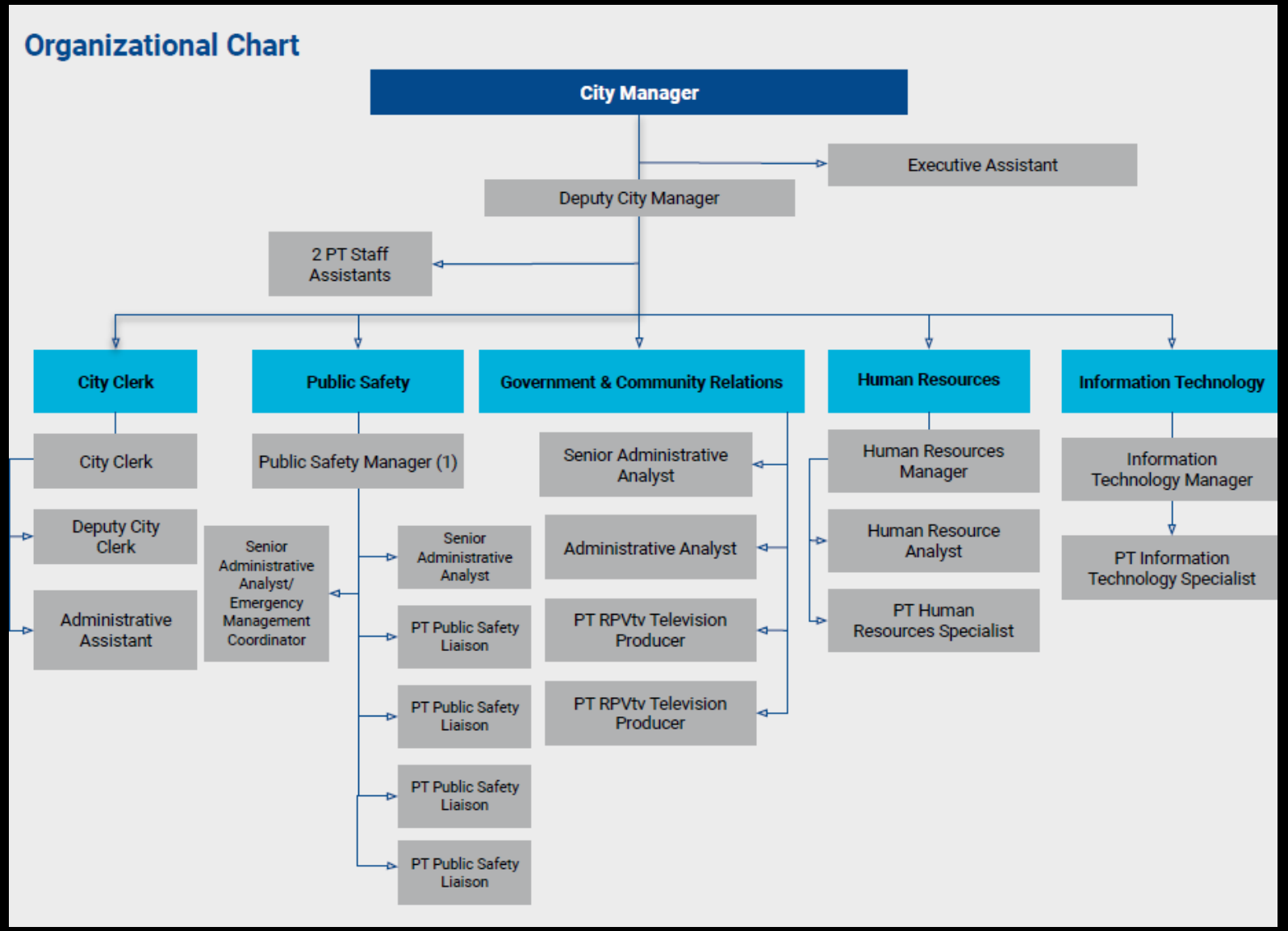
Remaining City services, such as law enforcement and fire, are provided by contracted outside agencies and vendors.



Organizational Chart



Administration Department Organizational Chart



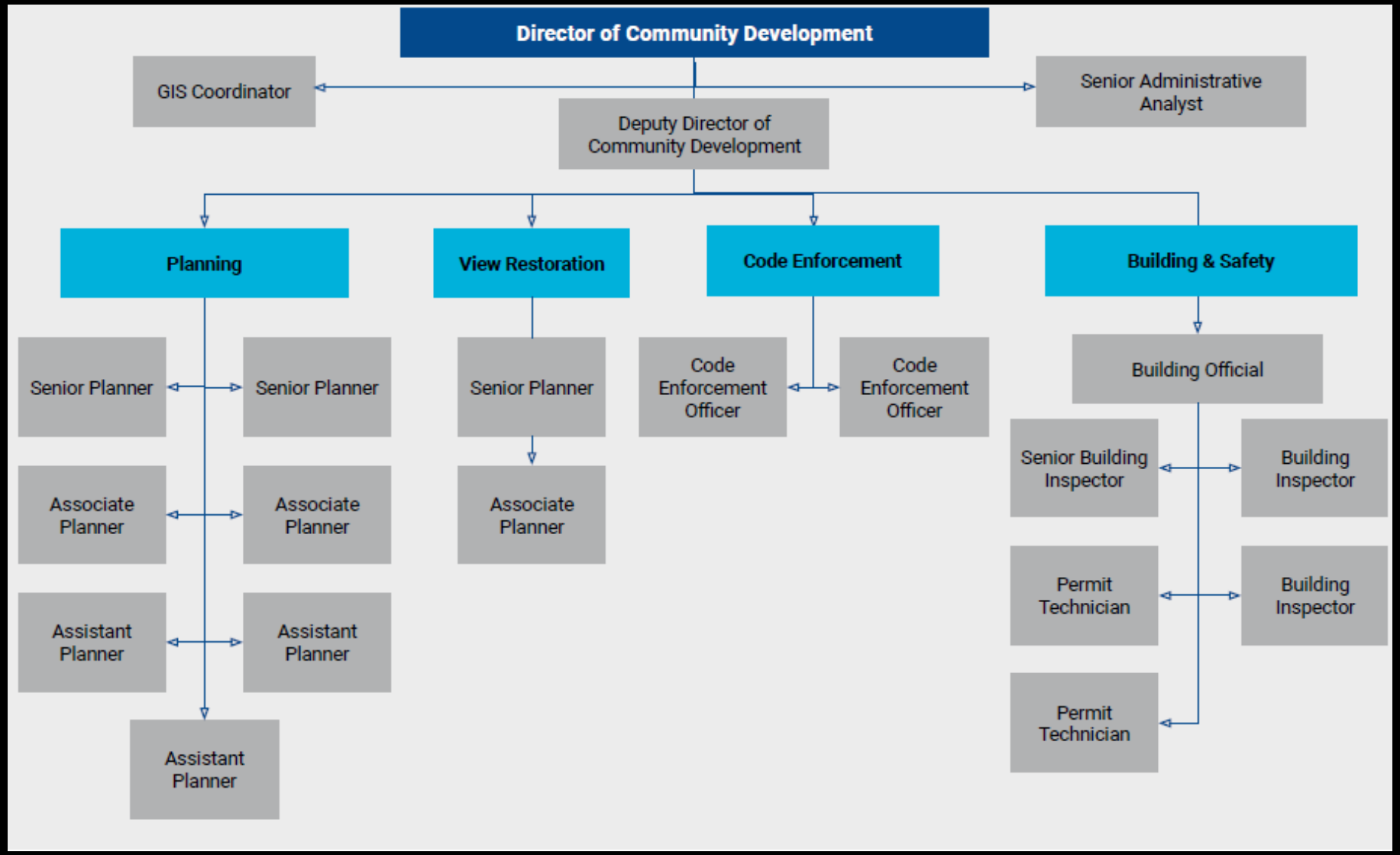
Administration Department

Ensures policies of the City Council are carried out.
In addition, provides day-to-day services:

- Public Safety contract services and programs
- Emergency preparedness
- Human Resources and Risk Management
- Community and media outreach, social media, etc.
- Intergovernmental and legislative advocacy
- City Clerk's Office – meeting agendas, minutes, elections, records management
- Information Technology systems and services
- RPVtv cable television studio
- Leases and real property acquisition



Community Development Department



Community Development Department

- **Building and Safety**

Implements and enforces construction standards and the building code through the plan check process and inspections during the construction phase

- **Code Enforcement**

Promotes and maintains a safe and desirable living and working environment through enforcing the City's municipal code

- **Planning and Zoning**

Reviews development projects and manage planning activities to ensure compliance with land use and environmental standards, as well as protect the public health, safety, and welfare of our community

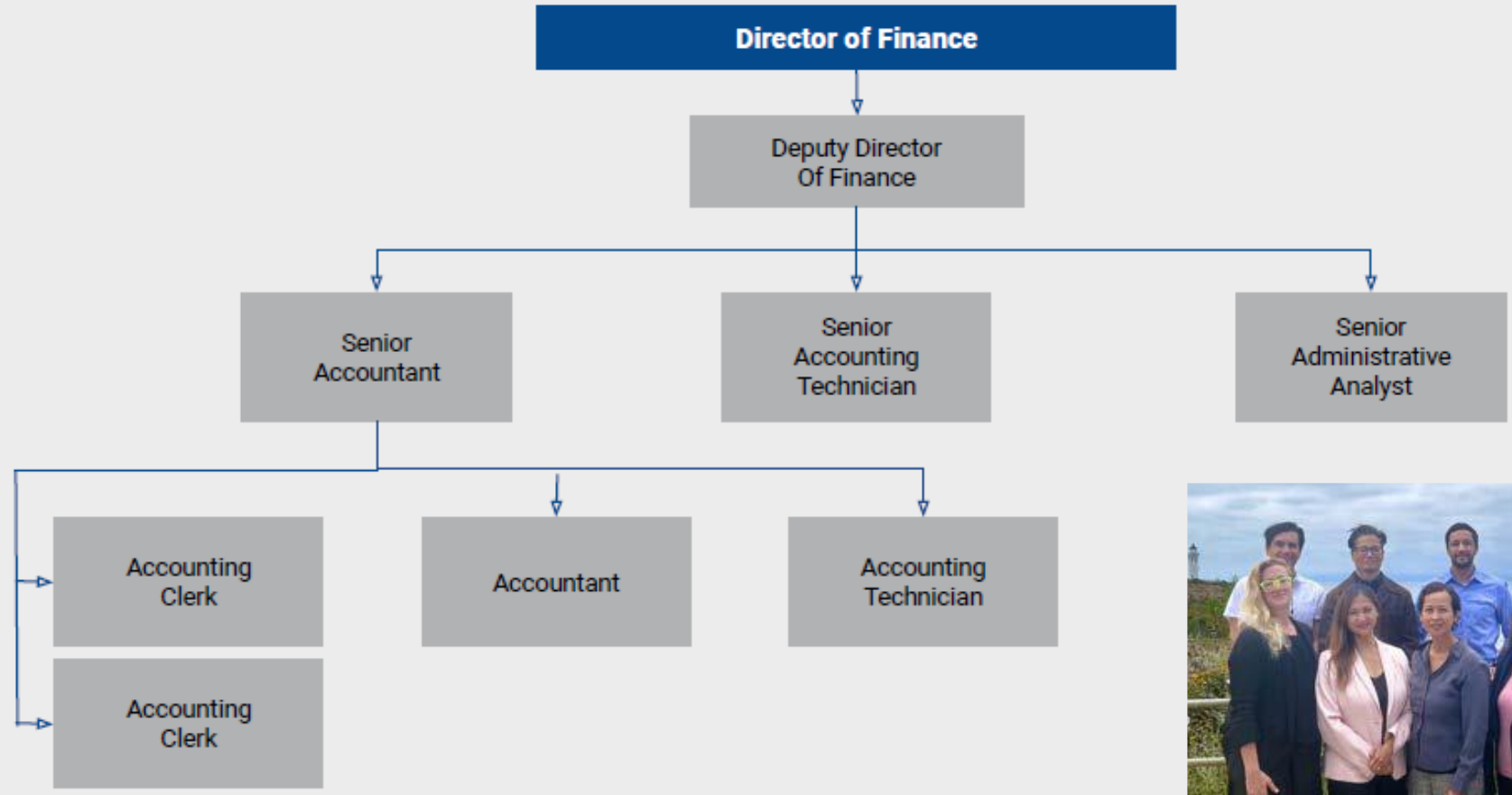
- **View Restoration**

Implements the City's View Restoration/Preservation permit procedures and conducts foliage analysis



Finance Department

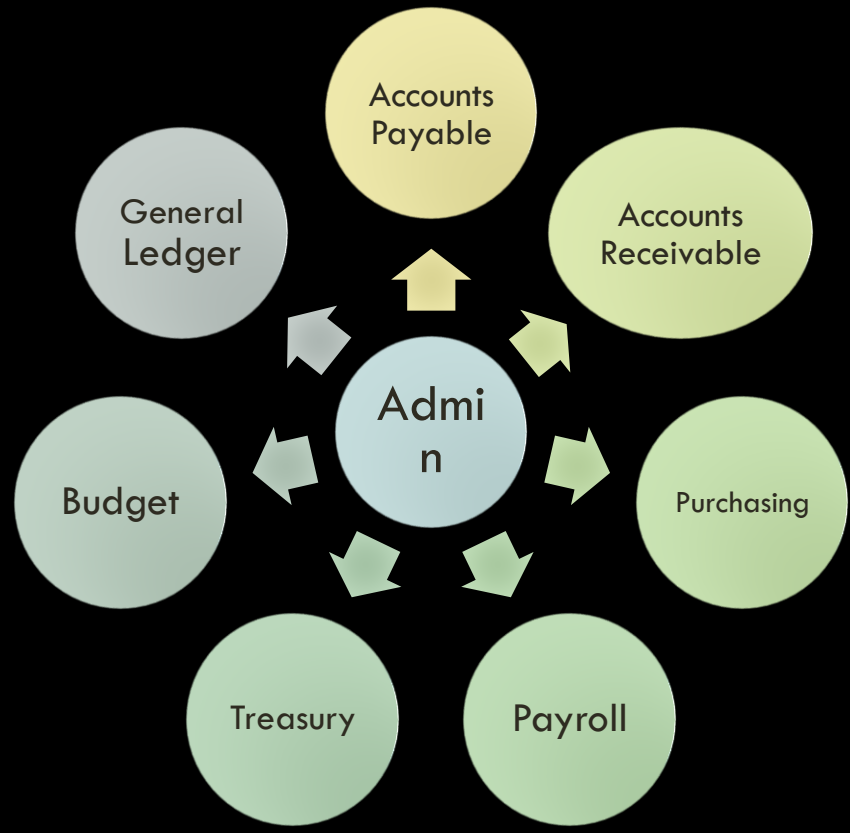
Organizational Chart



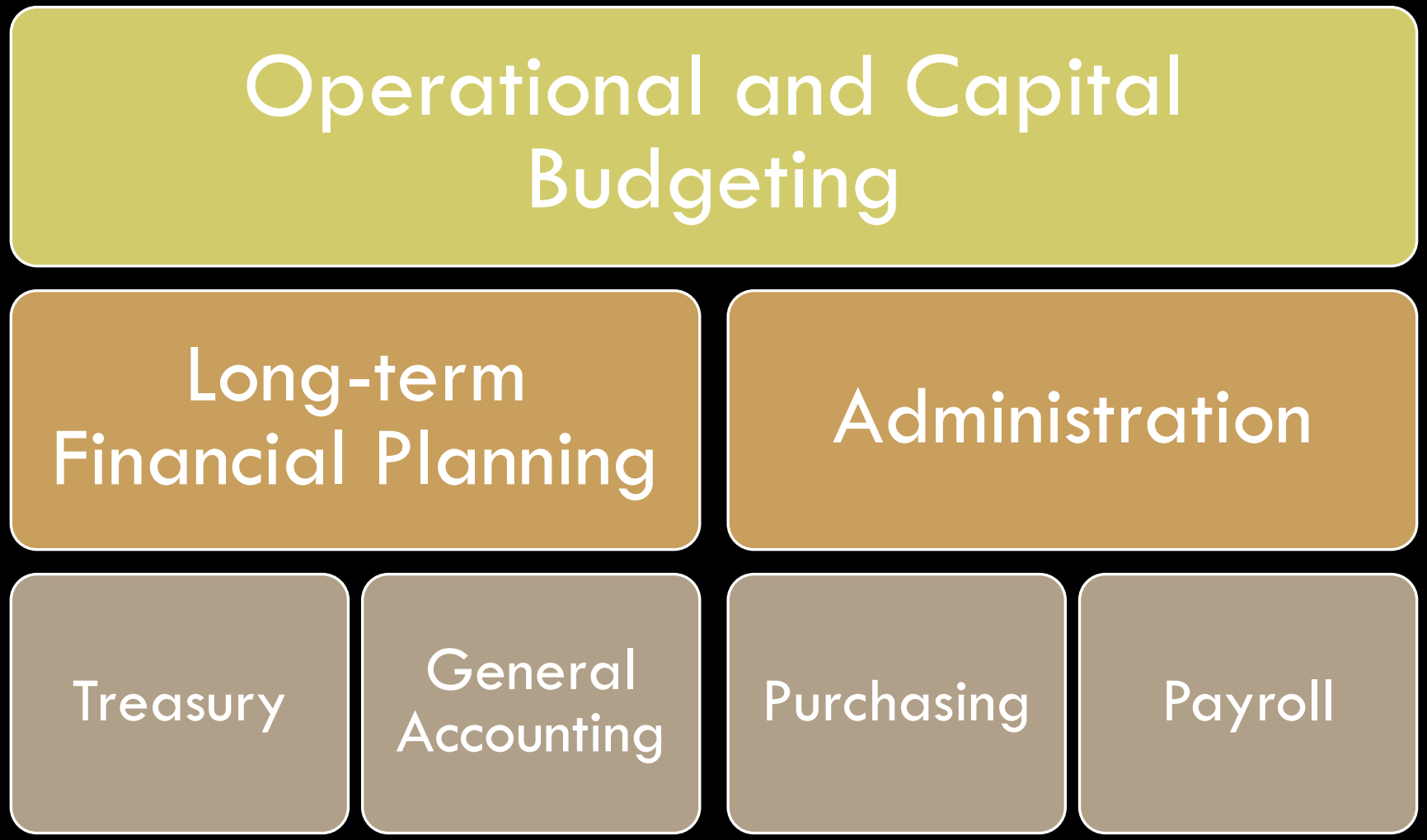
Finance

Responsible for managing all financial affairs of the City, providing essential internal support services that include:

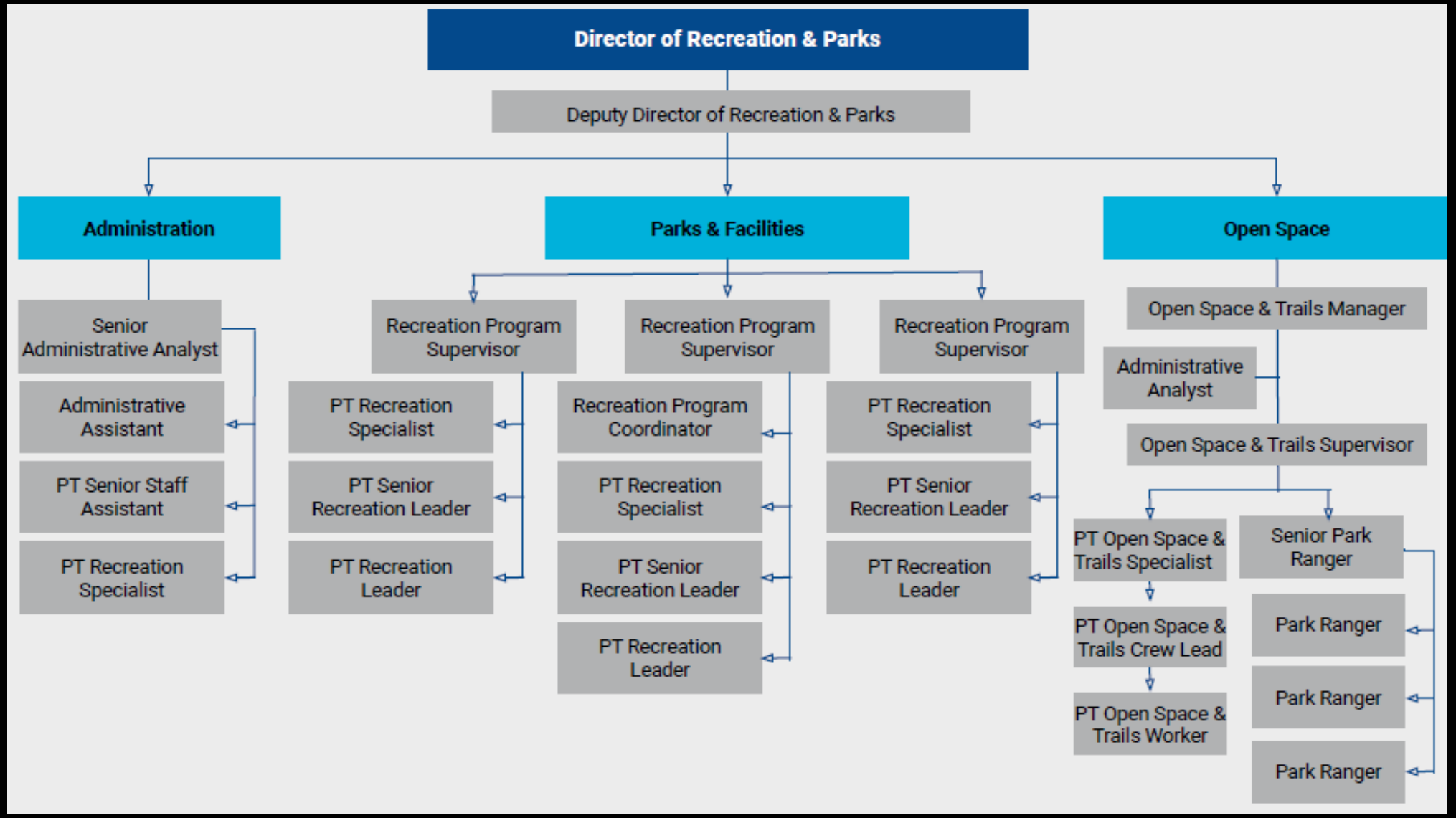
- Fiscal Services – budget prep and monitoring; long term financial planning and forecasting; financial analysis and reporting, debt management
- Treasury - prepare cash flow analysis, bank reconciliation, and review investments
- Accounting – Manage general ledger, auditing, chart of accounts, payroll and general billing
- Purchasing – Invoice processing, contract management, etc.
- Business Licenses – Provide licenses and cashiering services



Finance Department – Annual Operations



Recreation & Parks



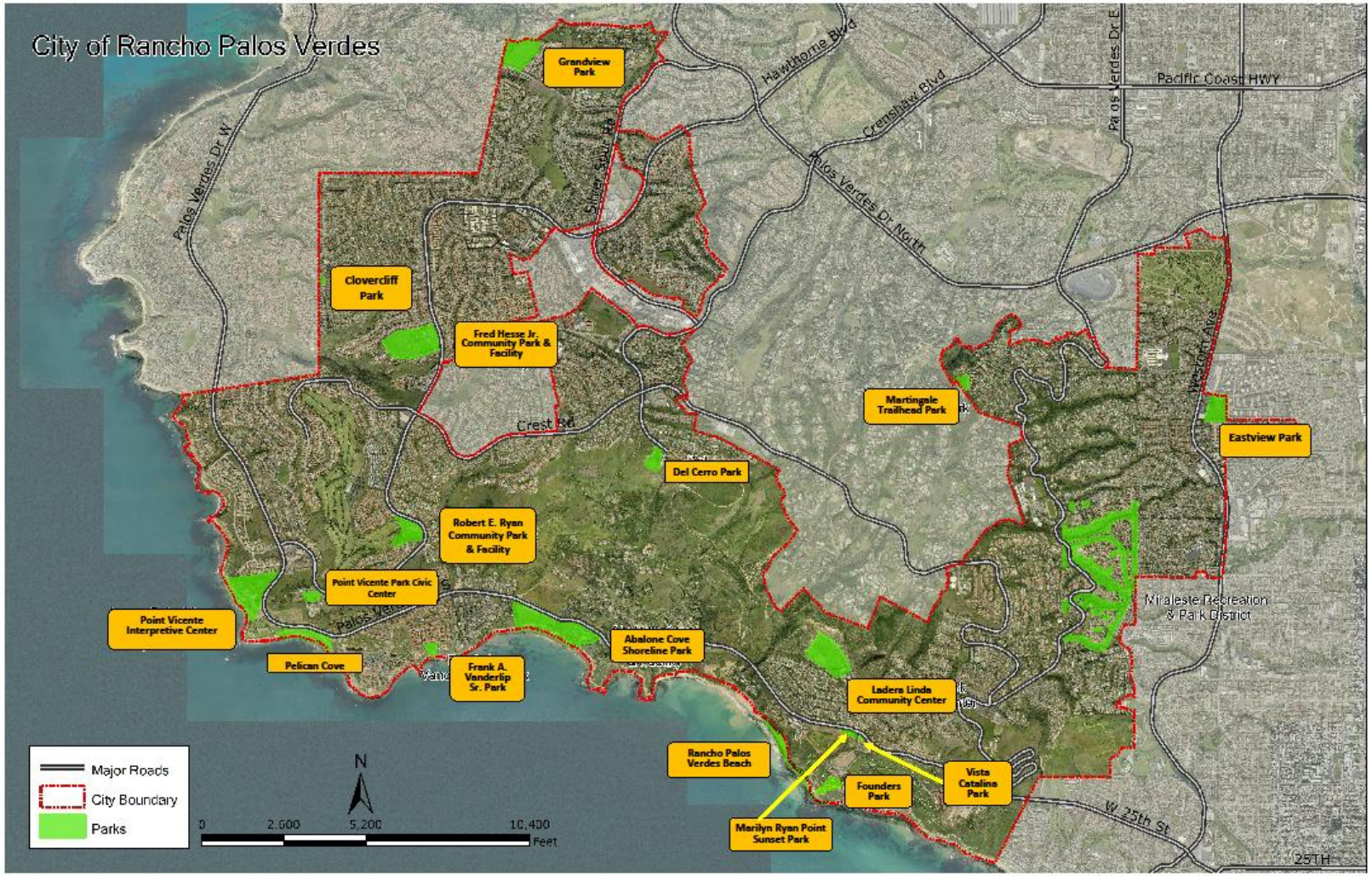
Recreation & Parks

Responsible for managing and operating a comprehensive park system, administering services in the Preserve, and numerous community activities:

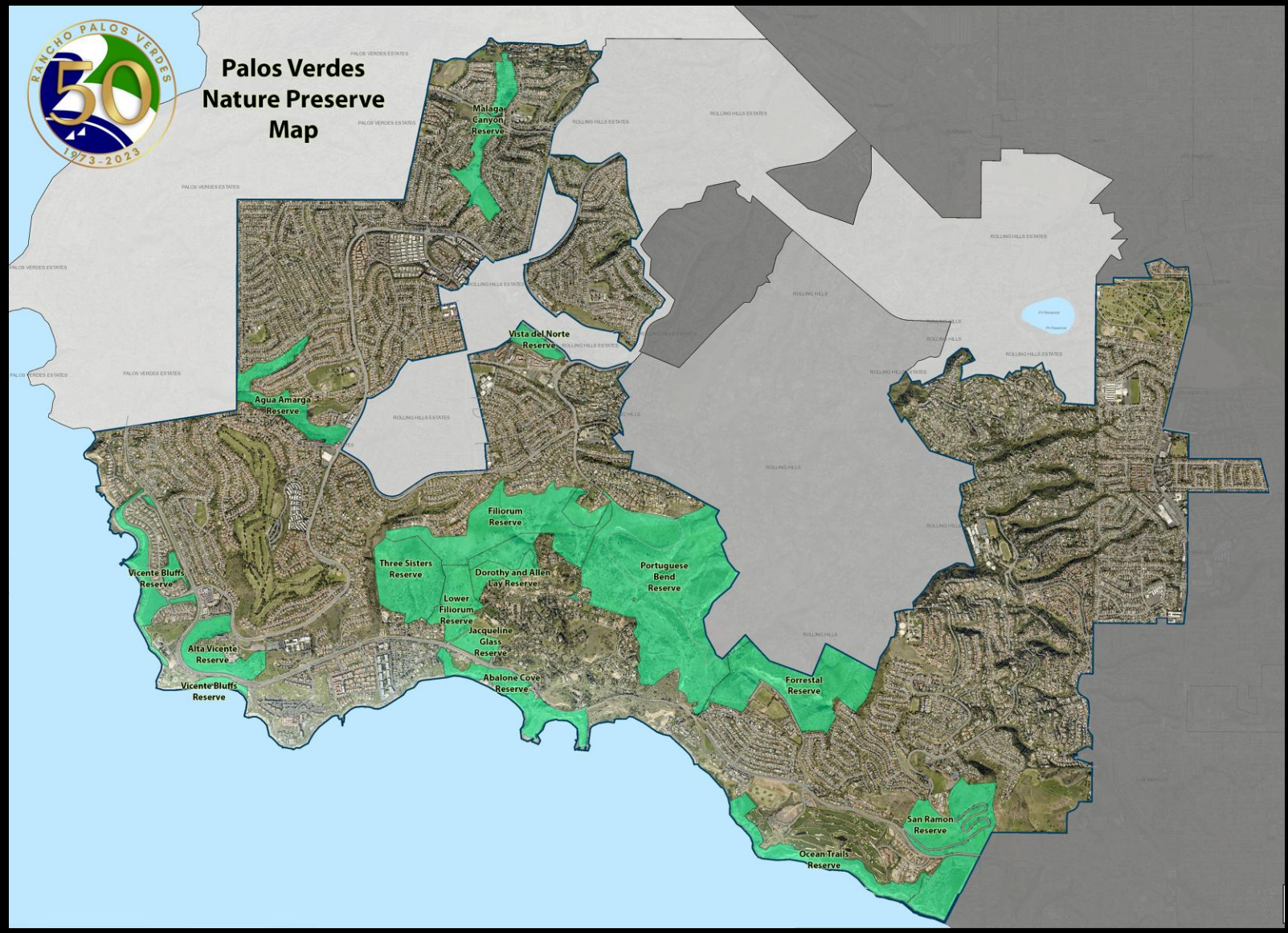
- Departmental Administration – support services, film permits, volunteer program, graphic design and city newsletter
- Open Space and Trails Management – Trails Network Plan, partnering with the PVP Land Conservancy, Del Cerro Parking Program
- Special Events – Whale of a Day, 4th of July, and More
- Facilities – PVIC, Hesse, Ryan, Ladera Linda, Eastview, Abalone Cove
- Programs – REACH, community classes, Docent led public hikes and tours of PVIC



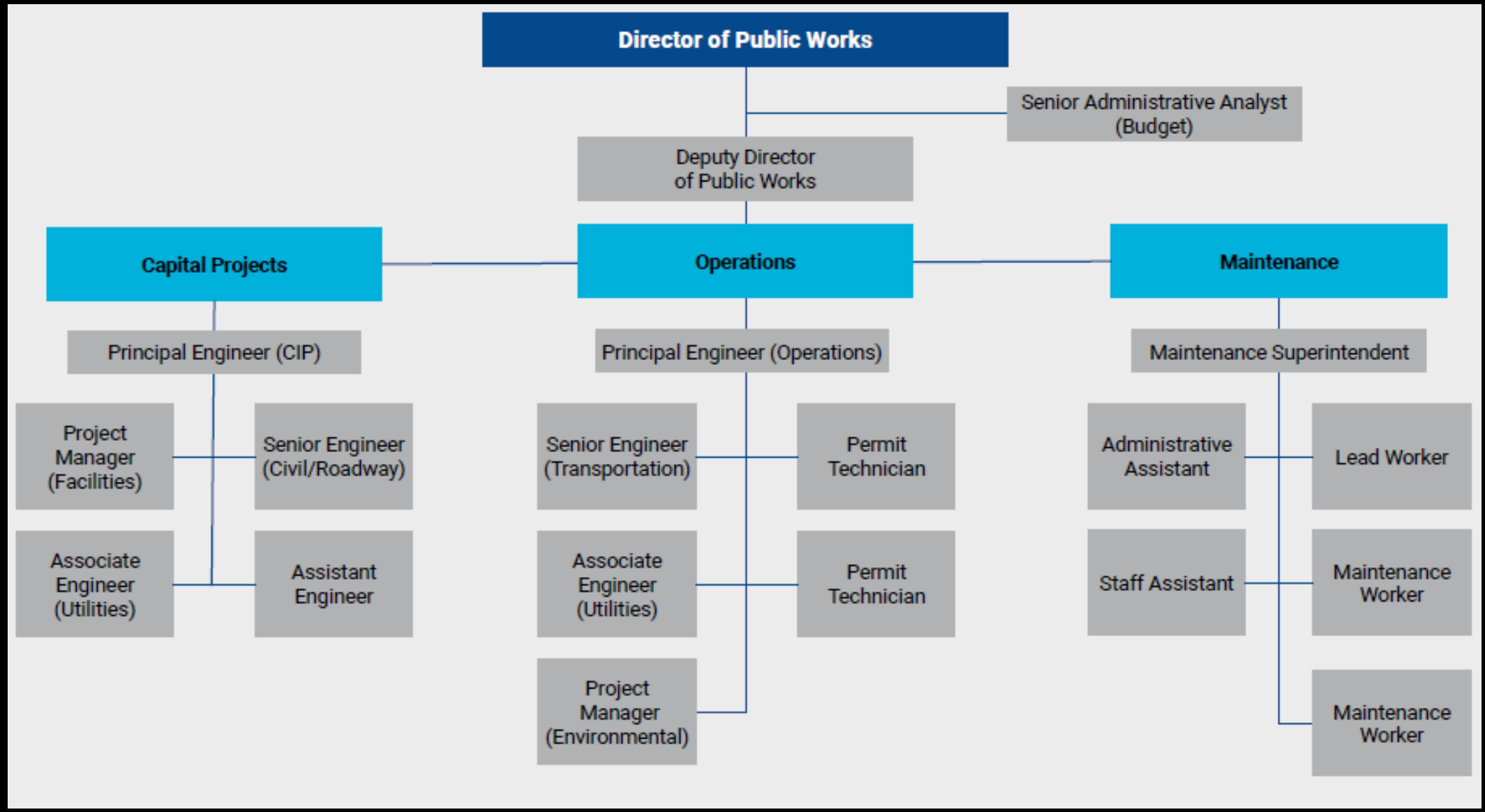
PARKS/FACILITIES



PALOS VERDES NATURE PRESERVE



Public Works



Public Works Department

- Responsible for the planning, engineering, constructing, operating and maintaining City's infrastructure ranging from transportation to facilities, sanitary sewer and stormwater systems.
- Provides permitting and inspection services within the public right-of-way
- Coordinates utility services by other agencies and utilities



City Infrastructure: Quick Stats

- **Transportation Network:**
  - 150 miles of streets with curbs, gutters, sidewalks, guardrails, pavement markers
  - 17 traffic signals, 7,000 traffic signs, 1,750 street lights
  - Permit parking programs
- **Stormwater Program:**
  - 60 miles of storm sewer pipes and 1,500 catch basis
- **Abalone Cove Sanitary Sewer District (270 households served)**
  - 4 life stations, 125 manhole structures, 50 grinder pumps, 4 miles of gravity pipe, 4 miles of low-pressure pipe, 2,500 feet of force main
- **7 City Facilities**
- **Implementation of the City's 5-Year Capital Improvement Program**

City Advisory Boards

Planning Commission

Makes decisions on private land use applications and considers appeals as needed; reviews environmental assessments; makes decisions on view restoration permits.

Civic Center

Advises the City Council on developing the Civic Center Master Plan

Emergency Preparedness

Advise and make recommendations to the City Council on matters pertaining to emergency preparedness

Finance Advisory Committee

Provide input to the City Council regarding financial matters of the City of Rancho Palos Verdes.

Infrastructure Management Advisory Committee

Advise the City Council on matters concerning public works and park infrastructure, capital improvement projects, and maintenance and preventative maintenance programs

Traffic Safety Committee

Advises the City Council on traffic issues, development proposals and special projects as assigned by the City Council. Includes neighborhood traffic calming and proposed projects

Youth Advisory Committee

Serve as a conduit to allow youth to become more involved with the inner workings of the City and allow them to advocate for themselves.

Partner Agencies













Sanitation District



Regional Collaboration

Vector Control

LAWA-LAX Roundtable

PV Transit *PV Chamber* *PVPUSD*

West Basin Water District

Santa Monica Bay Watershed Advisory Council

CA Joint Powers Insurance Authority

CALIFORNIA J · P · I · A

Regional Collaboration

Peninsula Emergency Preparedness Committee

Regional Law Enforcement Committee



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