

CITY OF HIDDEN HILLS
REGULAR CITY COUNCIL MEETING

City Hall

Monday, December 10, 2018

MINUTES

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

A regular meeting of the City Council of the City of Hidden Hills was duly held in the Council Chambers at the City Hall, 6165 Spring Valley Road, Hidden Hills, California 91302 on Monday, December 10, 2018 at the hour of 6:30 p.m. Mayor Steve Freedland called the meeting to order and presided thereover after leading the Council and audience in the Pledge of Allegiance.

ROLL CALL

Council: Mayor Steve Freedland
Mayor Pro Tem Marv Landon
Council Member Bret Katz
Council Member Stuart E. Siegel
Council Member Larry G. Weber

Staff: City Manager Kerry Kallman
City Attorney Roxanne Diaz
City Engineer Dirk Lovett
City Clerk Deana L. Graybill

APPROVAL OF AGENDA

Upon MOTION of Mayor Pro Tem Landon, seconded by Council Member Siegel and unanimously carried, it was resolved that the agenda for the December 10, 2018 regular meeting be approved as submitted.

ANNOUNCEMENTS

Happy Birthday to Mayor Steve tomorrow (12/11).

Happy Anniversary to Council Member Stuart and his wife Peggi on Wednesday (12/12), Happy Belated Anniversary to Mayor Pro Tem Marv and his wife Jill last Tuesday (12/4), Happy Birthday to Council Member Stuart's grandson Hank on 12/22.

There will be a CERT information meeting at City Hall on Thursday, 12/13 at 7:00 p.m.

City offices will be closed beginning at noon on Monday, 12/24 and will reopen on Wednesday, 1/2/19.

The City Council meeting scheduled for Monday, 12/24 and the Public Safety meeting scheduled for Tuesday, 12/25 have been canceled due to the Winter Holidays.

AUDIENCE

Council Member Weber reported to the City Council that he attended the Convening of L.A. County Mayors on Friday, December 7th. The topics discussed were the Woolsey Fire Lessons Learned and the launch of a mobile phone app, ShakeAlertLA, for earthquake early warning.

PUBLIC SAFETY

A. Los Angeles County Fire Department Reports – September and October

Assistant Fire Chief Anthony Williams presented the following report:

the month of September consisted of 14 calls that included 5 medical calls, 3 service calls (2 for snake removal), 1 hazardous condition calls for power lines down, and 5 good intent calls.

the month of October consisted of 13 calls that included 6 medical calls, 2 service calls for snake removal, 1 hazardous condition, 1 fire and 3 good intent calls.

B. Los Angeles County Sheriff's Department Reports – September and October

Lieutenant Jenn Seetoo presented the following reports:

during the month of September there was three Part I crimes, a theft of seventeen birds was reported in the 5500 block of Bonneville Road; a theft of jewelry was reported in the 5800 block of Jed Smith Road; a bicycle theft was reported in the 23800 block of Long Valley Road; and one trespassing call, and during the month of October there was one Part I crime, and two trespassing calls.

At the suggestion of Mayor Freedland, with no objection from the other Council Members, item 11A was addressed at this time.

MATTERS FROM STAFF

A. Review and Discussion of Woolsey Fire Draft After Action Report

City Manager Kallman presented a draft action report authored by City staff containing the Hidden Hills perspective including staff's observations, interpretation, and opinion. The report should serve as a chronology of the event as well as a guidepost for future improvements and enhancements.

At this time, the City Council and members of the audience, including Assistant Fire Chief Anthony Williams and Sheriff Lieutenant Jenn Seetoo, discussed numerous items and/or concerns including, but not limited to: how fast the fire progressed causing voluntary and then mandatory evacuations in a short amount of time; the absence of fire personnel in areas, including the city; the prioritization of resources in regards to the most loss of life threatened; volunteer fire departments; possible lapses in communication; changing the fire break regulations from 100' to 200' for better protection of both life and property; types of trees, including cypress, that are especially flammable.

At the suggestion of Mayor Freedland, with no objection from the other Council Members, item 7B was addressed at this time.

PRESENTATIONS

B. To Howard Tenenbaum and Keyes Cars for Participation in the 2018 Fiesta Parade

On behalf of the City Council, Mayor Freedland presented a City plaque to resident Howard Tenenbaum and Keyes Cars for providing cars for the Fiesta parade for the Grand Marshal and other dignitaries and special recognition floats.

PUBLIC SAFETY

C. City Engineer Report – November and December

City Engineer Lovett provided a status report on the following projects/programs:

The Long Valley Entrance Improvement Project – Measure R – staff has solicited and received proposals for civil design services; landscape and design concepts which will be reviewed by the HHCA, adjacent property owners and City Council in the coming months; and the need of an additional survey for the entry gate and real estate office vicinity. *Round Meadow School Traffic Mitigation* – A MOU is anticipated to be submitted to City Council for approval commencing an approved design regarding a drop off and pick up route across the ball field. *5717 Round Meadow Road* – this property was partially demolished in November, 2017 and in the last couple months construction has been inactive. Recently construction activity has recommenced but not City inspections have been requested.

PRESENTATIONS

- A. To Recognize Numerous Los Angeles County Sheriff's Department Personnel**
This item will be moved to a future meeting.

PUBLIC HEARING

**Minor Accommodation
25039 Lewis and Clark Road
Roof Alteration in Front Yard Setback**

City Engineer Dirk Lovett presented the following report:

a Minor Accommodation is being requested for a roof alteration in the front yard setback; plans have been submitted to the City to remodel over 50% of the structure and raise the roof line to a height of 19 feet 6 inches (approximately 1 foot 5 inches higher than existing) at the southwest wall, which is within the required 50' front yard setback; notices were sent to all property owners within a 500-foot radius of the subject property and posted at City Hall and the Community Center, with no public comments being received; the City Council may grant the Minor Accommodation if the Council finds that it will not have a material adverse impact on the public welfare or adjacent property; staff has determined the finding can be made because the proposed improvement would encroach no closer into the required setbacks than the existing building and the proposed improvements within the setback will not be out of character with other homes on Lewis & Clark Road.

At this point, Mayor Freedland opened the public hearing. As there were no comments or objections, Mayor Freedland then closed the hearing. Mayor Freedland asked which Council Members had visited the site – Mayor Freedland and Council Members Katz and Weber reported they had been to the site.

As there was no further discussion, upon MOTION of Council Member Weber, seconded by Council Member Katz and unanimously carried, it was resolved to approve the minor accommodation and to adopt by title only Resolution No. 933 entitled: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIDDEN HILLS SITTING AS THE PLANNING AGENCY, APPROVING A REQUEST FOR A MINOR ACCOMMODATION TO ALTER A ROOF WITHIN THE FRONT YARD SETBACK ON AN EXISTING NONCONFORMING RESIDENCE LOCATED AT 25039 LEWIS AND CLARK ROAD.

CONSENT CALENDAR

- A. City Council Minutes – November 11, 2018 Special Meeting**
- B. City Council Minutes – November 12, 2018 Emergency Meeting (9:05 a.m.)**
- C. City Council Minutes – November 12, 2018 Emergency Meeting (5:25 p.m.)**
- D. City Council Minutes – November 13, 2018 Special Meeting**
- E. City Council Minutes – November 13, 2018 Regular Meeting**
- F. City Council Minutes – November 16, 2018 Special Meeting**
- G. Demand List**
- H. Disbursement List – October**
- I. Financial/Treasurer’s Report - October**
- J. Investment Report – October**
- K. Approval of Proposed Resolution Terminating a Local Emergency**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIDDEN HILLS
PROCLAIMING TERMINATION OF A LOCAL EMERGENCY**

Upon MOTION of Council Member Weber, seconded by Council Member Siegel and unanimously carried on roll call vote, it was resolved to approve items A, B, C, D, E, F, G, H, I, J and K of the consent calendar as submitted.

MATTERS FROM CITY COUNCIL MEMBERS

A. Report from 11/20/18 Hidden Hills Community Association Board Meeting

Hidden Hills Community Association Board Member Deb Spellman reported that the annual meeting was adjourned to January; a report on the wildfires was given; and the Valentine's Musicales reception budget was approved; and there was a consideration of a lot tie on Dixon Trail.

B. Report from 11/27/18 Las Virgenes Malibu Council of Governments Meeting

Council Member and Las Virgenes Malibu Council of Governments Board Member Siegel reported that the main topic was the Woolsey Fire and the rebuilding efforts of Southern California Edison.

MATTERS FROM STAFF

B. Consideration of Approval of a Proposed Ordinance and a Memorandum of Understanding with the County of Los Angeles Authorizing the County of Los Angeles to Provide Plan Review and Permitting Services, and Monitor Onsite Waste Water Treatment Systems (Private Septic Systems)

City Engineer Lovett provided the following report:

the City of Hidden Hills has approximately 40 residences that remain on septic systems and are in areas where sanitary sewer lines are not available (more than 200' away) and on older homes that have yet to be connected to sanitary sewers; the County of Los Angeles Department of Public Health (DPH) has issued permits for the City's septic systems with the State Water Resource Control Board (SWRCB) having regulatory authority over private septic systems the SWBRCB and the County DPH have adopted a Local Agency Management Program (LAMP) that incorporates both State and County Health septic system requirements, and will allow DPH to regulate these septic systems in cities that enter into agreements with DPH; to continue to receive the DPH services for the City's septic systems, it is required that the City of Hidden Hills adopt the County's LAMP ordinance (Title 11, Health and Safety, Division 1, Health Code of the Los Angeles County Code, as amended and in effect on December 1, 2018; Section 8.04.420 of Title 8, Consumer Protection, Business and Wage Regulations, of the Los Angeles County Code, as amended and in effect on December 1, 2018); d; and it is required that the City sign a Memorandum of Understanding (MOU) agreeing to the terms of enforcement of the LAMP; when adopting a code by reference, State law requires that the City Council schedule a public hearing after first reading of the ordinance and can occur in conjunction with the second reading of the ordinance; staff is recommending introduction of Ordinance No. 371 adopting by reference the County Health Code and Section

8.04.420 related to onsite wastewater treatment systems, waive full reading and read by title only, to set the public hearing to January 14, 2019 for second reading and adoption of the Ordinance, and authorize the Mayor to sign the Memorandum of Understanding.

Upon MOTION by Council Member Weber, seconded by Mayor Pro Tem Landon, and unanimously carried, it was resolved to introduce and adopt by title only Ordinance No. 371 entitled: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HIDDEN HILLS ADOPTING BY REFERENCE TITLE 11, DIVISION 1 OF THE LOS ANGELES COUNTY CODE (HEALTH CODE) AND ADOPTING BY REFERENCE SECTION 8.04.420 OF TITLE 8, RELATED TO PUBLIC HEALTH MONITORING AND ENFORCEMENT OF ONSITE WASTEWATER TREATMENT SYSTEMS; AND AMENDING THE HIDDEN HILLS MUNICIPAL CODE and authorize the Mayor to sign the Memorandum of Understanding.

C. Consideration of Approval of an Agreement to Provide Surveying Services for the Long Valley Road/Valley Circle Boulevard/US-101 On-Ramp Improvements Project

City Engineer Lovett provided the following report:

several concepts were prepared for landscaping, parking lot layout and gate entry concepts in the previously approved Long Valley Road/Valley Circle Boulevard/US-1-1 On-Ramp Improvements Project; one of the concept elements, the entry gate improvements includes a traffic turn around, which would require additional right of way, the relocation of the gate house and relocation of existing parking spaces at the front of the real estate office; an additional survey has been requested to proceed; since Chris Nelson & Associates prepared previous surveys related to this project, staff recommends authorizing the Mayor and City Clerk to enter into an agreement with Chris Nelson & Associates to provide surveying services.

Upon MOTION by Council Member Siegel, seconded by Mayor Pro Tem Landon, and unanimously carried, it was resolved to approved the proposal dated November 27, 2018 from Chris Nelson & Associates for the amount of \$7,200 and authorize the Mayor and City Clerk to enter into an agreement with Chris Nelson & Associates to provide surveying services for the Long Valley Road/Valley Circle Interchange Boulevard/US-101 On-Ramp Improvements Project.

D. Status Report of City Council Goals

City Manager Kallman presented the following report:

throughout the year, staff likes to present an updated matrix showing the goals and the status of them, that the City Council adopted earlier this year; the following goals were highlighted by City Manager Kallman: 1) continued review of the Municipal Code to update, strengthen, and/or clarify the City's authority on certain issues and compliance with state law yielded a resolution being adopted in June updating employee sick and vacation policies and in August a resolution updating employee anti-discrimination and harassment-free workplace safety; 2) the City Council recently approved funding for design costs for all five areas of a large scale undergrounding project, with design and feasibility analysis expected June 2019, and City staff has begun outreach to effected residents; 3) research and reviewing of sample Fiscal Reserve Policies have begun with a report to the City Council in Winter 2019; 4) efforts to work with the Las Virgenes Unified School District to seek a permanent solution to traffic congestion at Round Meadow Elementary School have continued with an MOU being reviewed by the District; 5) staff met with ADF to discuss the FTTH project on December 13 with a special City Council meeting being scheduled in the near future; 6) the 2017 goal entitled "Consider the installation of a "cradle point" internet connection for City Hall has been listed complete but following the Woolsey Fire and the loss of internet at City Hall, staff had an AT&T DSL line installed at City Hall. In addition, both a Verizon and AT&T hot spots have been purchased.

E. Consideration of Approval of a Proposed Agreement with Michael Woodard to Provide Emergency Coordination Services

City Manager Kallman presented the following report:

recently, our Emergency Services Coordinator Kevin Ryan retired leaving the consultant position vacant; emergency services are a critical function of all cities; following Mr. Ryan's retirement and the recent Woolsey Fire proved that the Emergency Services Coordinator provides an invaluable service to the City and staff during emergencies; recently retired Sheriff's Deputy, who was the City's "Special Assignment Deputy", Michael Woodard expressed an interest in the position; staff feels confident that Mr. Woodard will fulfill the duties of emergency services coordinator and also other matters of Public Safety.

Upon MOTION of Mayor Pro Tem Landon, seconded by Council Member Weber and unanimously carried, it was resolved to approve a one-year agreement with Michael Woodard to provide Emergency Coordination Services for the City of Hidden Hills at an hourly rate of \$50 and a not to exceed total of 40 hours per month.

CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL:

- A. Potential Initiation of Litigation Pursuant to Government Code Section 54956.9(c):
Number of Potential Cases: 1**
- B. Public Employee Performance Evaluation
Title: City Manager**
- C. Conference with Labor Negotiator
Government Code Section 54957.6**

City Negotiator: Roxanne Diaz, City Attorney
Unrepresented Employee: City Manager

Upon MOTION of Council Member Siegel seconded by Council Member Weber and unanimously carried, it was resolved to adjourn to closed session at 8:06 p.m. to address the items listed above.

The City Council returned from closed session and the City Attorney announced that in closed session the Council discussed the item listed above, and that no reportable action was taken.

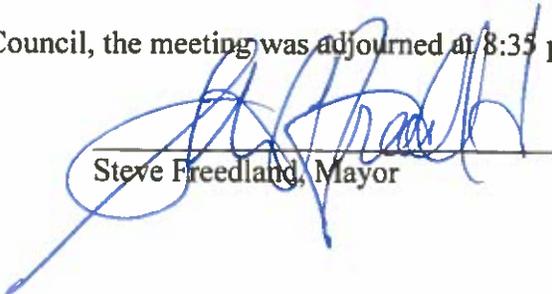
ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 8:35 p.m.

ATTEST:



Deana L. Graybill, CMC, City Clerk



Steve Freedland, Mayor