

CITY OF HIDDEN HILLS  
REGULAR CITY COUNCIL MEETING

City Hall

Monday, May 14, 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, May 14, 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 Engineer Dirk Lovett  
City Clerk Deana L. Graybill

Upon MOTION of Council Member Siegel, seconded by Mayor Pro Tem Landon and unanimously carried, it was resolved to excuse the absence of Council Member Katz.

**APPROVAL OF AGENDA**

Upon MOTION of Council Member Siegel, seconded by Mayor Pro Tem Landon and unanimously carried, it was resolved that the agenda for the May 14, 2018 regular meeting be approved as submitted.

### **ANNOUNCEMENTS**

The following announcements were made by the City Council:

Happy Birthday to Mayor Pro Tem Landon's wife Jill on May 20.

City Hall, the Community Center and Building & Safety will be closed on Monday, May 28 for Memorial Day and no building inspections will be done.

The City Council meeting scheduled for Monday, May 28 is canceled.

Tuesday, June 5 is Statewide Primary Election Day. City Hall will be open from 7 am – 8 pm as a polling place.

### **AUDIENCE**

Hidden Hills Community Association (HHCA) Board Vice President Debra Spellman introduced her son Trey, who is graduating this year from Viewpoint School cum laude and attending USC in the fall. She also wanted to remind the Community to RSVP for the Adult Welcome Party on May 19. At the April 17 HHCA Board meeting, the Private Security Rules were adopted. The HHCA Board of Directors meeting has been rescheduled to May 29 and at that meeting they will be discussing and voting on the proposed restrictions on Saturday construction (copies of both the Private Security Rules and proposed Saturday construction restrictions were published in the May Roundup).

### **PUBLIC HEARING**

**Minor Accommodation  
5382 Scott Robertson Road  
Addition in Front Yard Setback**

City Engineer Dirk Lovett presented the following report:

a Minor Accommodation is being requested for a new porch in the front yard setback; the proposed entry will not project any further in the setback, and if approved by the City Council, the current encroachment will not have to be corrected; 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 proposed new entry porch will be located within the required fifty foot (50') front yard setback area and no

closer to the property line than the existing residence; the existing home is located forty feet (40') from the front yard property line and the new proposed entry porch will be no closer than forty five feet (45') from the front property line; 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 several other existing houses on Scott Robertson Road are as close to the road easement as the proposed improvements.

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 Siegel and Weber reported they had been to the site.

As there was no further discussion, upon MOTION of Council Member Siegel, seconded by Council Member Weber and unanimously carried, it was resolved to approve the minor accommodation and to adopt by title only Resolution No. 918 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 CONSTRUCT A NEW ENTRY PORCH WITHIN THE FRONT YARD SETBACK ON AN EXISTING NONCONFORMING RESIDENCE LOCATED AT 5382 SCOTT ROBERTSON ROAD.

**CONSENT CALENDAR**

- A. City Council Minutes – April 23, 2018
- B. City Council Minutes – May 1, 2018 (Special Meeting)
- C. Demand List
- D. Consideration of Approval of Proposal from A Rental Connection for Rentals of Tables/Chairs, Electricity/Lights, and Other Miscellaneous Equipment and Payment of \$2,500 Deposit
- E. Consideration of Approval of Amendment to Agreement with All City Management Services for Crossing Guards at Round Meadow Elementary School for the 2018-2019 School Year

Upon MOTION of Mayor Pro Tem Landon, seconded by Council Member Siegel and unanimously carried on roll call vote, it was resolved to approve items A, B, and C of the consent calendar as submitted.

City Manager Kallman presented the following report of Item D:

the City has used A Rental Connection for several years which provides various equipment and set-up for the Fiesta and would like to continue to do so; there is a cost increase of \$2,859; A Rental Connection has not raised their rates in five years; the costs are included in the proposed FY 2018/19 City budget.

City Manager Kallman presented the following report on Item E:

All City Management has been providing crossing guard services at Round Meadow Elementary School for many years for the City; the proposed amendment to the agreement with the City shows that costs have increased to \$19.88 an hour which represents a 7.25% increase from last year; funding for the crossing guards is provided by gas tax restricted fund and no general funds are used; the costs will be included in the FY 2018/19 budget.

Upon MOTION of Council Member Weber, seconded by Mayor Pro Tem Landon and unanimously carried, it was resolved to approve items D and E of the consent calendar as submitted. Council Member Siegel recused himself from item D as he is a customer of A Rental Connection.

### **MATTERS FROM STAFF**

#### **A. Consideration of Approval of Proposed Agreement with Kevin Ryan to Continue Providing Emergency Coordination Services**

City Manager Kallman presented the following report:

Kevin Ryan has been the City's Emergency Services Coordinator since February, 2016; Mr. Ryan has knowledge of emergency communications, is a sworn member the Los Angeles County Sheriff's Search and Rescue Team, holds all pertinent state and national incident management certifications and is a member of the County's disaster communication service; he has done a fantastic job overseeing the City's volunteer Community Emergency Response Team (CERT), inventorying and updating all emergency and medical supplies and the City's communication equipment; as he is a valuable contract staff member who is dedicated to the residents of Hidden Hills, staff is

requesting the City Council approve a one year agreement with two one year extensions, which can be extended by the City Manager; his contract would continue at the rate of \$50 an hour for 40 hours a month.

Upon MOTION of Mayor Pro Tem Landon, seconded by Council Member Siegel and unanimously carried on roll call vote, it was resolved to approve the Agreement Between Kevin Ryan and the City of Hidden Hills for Emergency Services Coordinator Services.

**B. Authorization to Begin Phase 1 of the Long Valley Road/Valley Circle Boulevard/US-101 On-Ramp Improvements and Approval of Proposed Agreement with L. Newman and Associates to Develop a Landscape Conceptual Plan**

City Engineer Dirk Lovett presented the following report:

On January 26, 2015, the City Council authorized staff to utilize the City's Measure R and M funds to study and the feasibility of constructing improvements at the Long Valley Road/US 101 on-ramp; proposed improvements include the partial widening of Long Valley Road for a right turn lane, a sidewalk on Long Valley Road and Valley Circle Boulevard, construction of a parking lot, and landscaping of the parking lot and the Long Valley entrance; as most improvements are outside of City of Hidden Hills, approval and permits are required by various agencies and property owners; after many revisions to the project concept, all agencies involved appear to be in favor; as the parking lot is within the City, design and construction can completed more quickly; due to the project complexity it is recommended that a preliminary concept/master plan be developed in coordination with the City, Covered 6, and a landscape architect/designer, along with public input, before proceeding with the final design work; proposals were sought to provide professional designer/landscaper services; two proposals were received from L. Newman Design Group, Inc. in the amount of \$12,650 and Design Studios Landscape Development in the amount of \$17,590; the City has worked with both companies in the past; staff is recommending entering into two agreements (landscape architect design services and horticultural services) with L. Newman Design Group and begin Phase 1 of the improvements which include: preliminary concept/master plan, public review and input, final design, public bid, award of construction contract, and construction; Phase 1 should be completed within the FY 2018/19.

Bob Bombardier, the President-Landscape Architect at L. Newman Design Group was in attendance to discuss the company's qualifications and expertise in landscape design and horticulture.

Upon MOTION of Mayor Pro Tem Landon, seconded by Council Member Weber and unanimously carried on roll call vote, it was resolved to 1) authorize staff to design and construction the Long Valley Road/Valley Circle Blvd/US 101 On-Ramp Improvements Project in two phases as discussed herein; and 2) authorize the Mayor to enter into two agreements (to be approved as to form by the City Attorney) with L. Newman Design Group, Inc. for Phase 1 of the Long Valley Road/Valley Circle Blvd/US 101 Improvements Project in the amount of \$12,650.00.

**C. Approval of Proposed Agreement with Polychrome for Demolition, Paint, and Additional Services related to the City Hall Upgrade Project**

City Manager Kallman presented the following report:

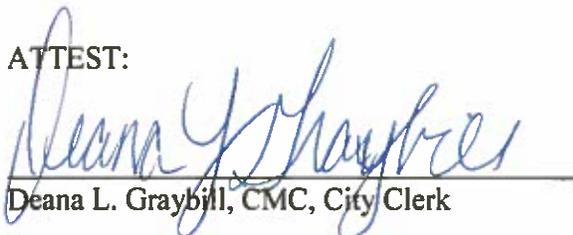
in preparation for the upcoming delivery and installation of new furniture, which was approved by the City Council on April 9, wall repairs, new paint upstairs and downstairs, removal of built in furniture at several locations, and reconstruction of public counter to ADA standards, a variety of projects need to be completed; staff and the project manager solicited two bids and Polychrome was the lowest at \$12,200; staff has worked with Polychrome in the past and is familiar with their work, so is recommending the City Council approve their agreement for the work noted above.

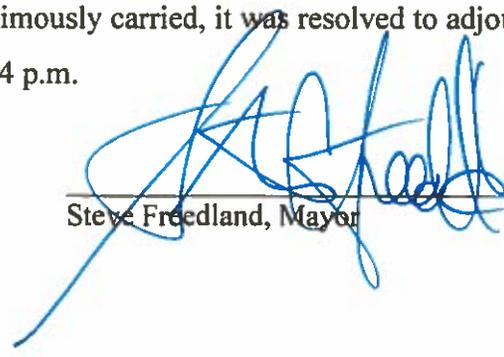
Upon MOTION of Council Member Siegel, seconded by Mayor Pro Tem Landon and unanimously carried on roll call vote, it was resolved to approve the Agreement Between the City of Hidden Hills and Polychrome Construction.

**ADJOURNMENT**

There being no further business to come before the Council, upon MOTION of Council Member Siegel, seconded by Council Member Weber and unanimously carried, it was resolved to adjourn the regular meeting of May 14, 2018 at the hour of 7:04 p.m.

ATTEST:

  
Deana L. Graybill, CMC, City Clerk

  
Steve Freedland, Mayor