

CITY OF HIDDEN HILLS
REGULAR CITY COUNCIL MEETING

City Hall

Monday, March 13, 2017

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, March 13, 2017 at the hour of 7:30 p.m. Mayor Jim Cohen called the meeting to order and presided thereover after leading the Council and audience in the Pledge of Allegiance.

ROLL CALL

Council:	Mayor Jim Cohen Mayor Pro Tem Stuart E. Siegel Council Member Marv Landon Council Member Larry G. Weber
Staff:	City Manager Kerry Kallman City Engineer Dirk Lovett City Clerk Deana L. Graybill
Absent:	Council Member Steve Freedland

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

APPROVAL OF AGENDA

Upon MOTION of Mayor Pro Tem Siegel, seconded by Council Member Weber and unanimously carried, it was resolved that the agenda for the March 13, 2017 regular meeting be approved as submitted.

ANNOUNCEMENTS

Mayor Cohen made the following announcements:

- Josh Thai has been appointed Captain of the Malibu Lost Hills Sheriff's Station
- Round Meadow Elementary School has minimum day dismissal this week on Thursday and Friday. Traffic at the Round Meadow gate should be heavy around noon on those days.
- Happy Birthday to Council Member Landon's son Hayden and Mayor Pro Tem Siegel's grandson Oliver on March 24
- Happy Birthday to Mayor Pro Tem Siegel on March 25

AUDIENCE

At this time, resident Melissa Wallace presented a formal request to the City Council asking that the City, without increasing the residents taxes, increase the City's contract with the Sheriff; a stronger Sheriff's presence in the City (not for ticketing, but for crime and crime prevention only). At this time Ms. Wallace read the names that are included in this request: Heather and Todd Lieberman, the Rothman's, the Keough's, the Aviv's, Irena Shut, Melissa Wallace, Scott and Marika Foley, Heidi Liddell, the Wolfson's, the Lotwin's, Michael Thom, Micah and Cara Scheinberg, Elizabeth and Robert Rose, the Admon's, the Wynn's, Jacqueline Sanicola, David Pryor, the Ratiner's, the Klein's, Gregory Rubin (will not support extra ticketing time, only crime prevention), Tanya Jacobs, the Sorenson's, and Jennifer Ostrow. Council Member Weber pointed out that the Council could not take action on this item under the audience section, and Mayor Pro Tem Siegel also added that the City does not have the ability to raise property taxes and that the only tax that is available is a utility users tax and that would need a vote of 2/3 of the population. City Manager Kallman also added that the Sheriff's contract will be discussed at an upcoming budget meeting for fiscal year 2017-2018.

2017 FIESTA

City Manager Kallman gave the following reports:

A. Introduction of New Co-Chairmen

Unfortunately the Co-Chairmen, Linda Raznick and Renee Sherman could not attend the meeting and send their regrets, but are excited to get started planning this year's Fiesta scheduled for September 23rd and 24th.

B. Consideration of Approval of the 2017 Fiesta Budget

The income for the 2017 Fiesta budget is estimated at \$31,660 with expenditures at approximately \$116,660. This would result in a City subsidy of approximately \$85,000. If approved tonight, the 2017 Fiesta budget will be included in the proposed FY 2017/18 City budget. The numbers for this year are comparable to the 2016 budget.

Upon MOTION of Council Member Weber, seconded by Council Member Landon and unanimously carried on roll call vote, it was resolved to approve the proposed 2017 Fiesta budget with a projected net cost to the City of \$85,000.

C. Discussion and Consideration of Approval of Proposal from Bella Donna Special Events to Provide Saturday Night Dinner and Payment of \$7,500.00 Deposit

It is the responsibility of the Fiesta Chairmen to begin research and ultimately recommend a caterer to provide the Fiesta dinner and work with staff and the caterer to propose a menu for adults and children. Linda Raznick, the Fiesta Co-Chairman, has obtained a proposal from Bella Donna Special Events and is presenting it to the City Council for approval. Ms. Raznick has worked with this caterer in the past on numerous events and feels confident that Bella Donna will be able to provide an abundant, delicious menu for both adults and children. The total cost to provide dinner to 650 adults and 350 children is \$28,956.86. This cost is included in the proposed 2017 Fiesta budget.

Upon MOTION of Mayor Pro Tem Siegel, seconded by Council Member Weber and unanimously carried on roll call vote, it was resolved to approve the proposal from Bella Donna Special Events to Provide Saturday Night Dinner and Payment of \$7,500.00 Deposit now and another \$7,500 payment July 1, 2017.

CONSENT CALENDAR

- A. City Council Minutes – February 27, 2017**
- B. Demand List**
- C. Consideration of Approval of Reimbursement Agreement Between the City of Hidden Hills and Ashley Construction, Inc. for Costs Related to an Environmental Impact Report for Vesting Tentative Map 63567**

City Manager Kallman made the following comments:

the City recently received an invoice from the City of Agoura Hills requesting payment of \$20,000 for the FY 2015/16 Las Virgenes Malibu Council of Governments (COG) dues (which was budgeted in the City's 2015/16 budget). Staff confirmed that the FY 2015/16 dues were not paid and was informed by City of Agoura Hills staff that they neglected to send out invoices to any of the COG cities. The FY 2016/17 COG dues were recently paid by the City. With the exception of the FY 2015/16 COG dues, all expenditures included in the Consent Calendar are included in the approved FY 2016-17 City budget. However an additional payment of \$20,000 for last year's COG dues were assumed in the Mid-Year Budget report which will be discussed in more detail later this evening.

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

MATTERS FROM STAFF

A. Review of the Fiscal Year 2016-2017 Mid-Year Budget Report (Receive and File)

City Manager Kallman presented the following report:

the purpose of this report is to present a clear and accurate account of the City's current financial picture and identify any budgetary trends or issues, and review possible budget adjustments (if any) the City Council may wish to consider that impacts services or programs through the remainder of the year; in reviewing this report, the City Council will find a summary of revenues/expenditures by department/program including revenues/expenses incurred through the first seven months of the fiscal year, followed by a review of projected revenues/expenditures through the end of the fiscal year; in looking over the first seven months of the fiscal year and as of the date of this report, there are a few noteworthy variations worth reviewing: a \$38,000 budget adjustment was approved by the City Council towards the purchase of the ALPR cameras; the year end costs associated with Sheriff's services (Public Safety Department, Police/Star line item) may be slightly higher by \$10,000 for several approved additional expenses associated with burglary suppression; the total expense for COG membership for this fiscal year will be \$40,000 rather than the budgeted \$20,000 as explained under the Consent Calendar; expenses associated with the annual City Fiesta were slightly lower (\$3,500) than anticipated; a modest \$8,000 in salary savings is anticipated with the transition in staffing from the incumbent Bookkeeper to the new hire; in summation, total projected General Fund revenues for FY 2016/17 are anticipated to be \$1,916,300 versus expenditures of \$1,810,720. This represents a projected surplus of \$105,580. While this is lower than

indicated in the approved FY 2016/17 City budget it still represents a positive surplus for the current fiscal year.

Mayor Pro Tem Siegel asked City Engineer Lovett for an update on the water sampling and analysis that was approved at the December 12, 2016 meeting. City Engineer Lovett explained that the City just got the permit from Los Angeles County, which was a long process, and that we are waiting for a rain event to do testing. City Manager Kallman also informed that the Council that he has requested Water Quality Consultant Joe Bellomo to immediately obtain the dry sample.

Resident Bob Payne who resides at 23924 Long Valley Road questioned the amount of money spent towards increasing the Sheriff's Department contract and the purchase of ALPR's (automated license plate readers) if the City is going to be facing astronomical water quality mandates. Council Member Landon explained that due to the numerous burglaries in the City and throughout the region, the Council wanted to take extra measures for crime prevention. It was then explained how the ALPR's will benefit the Community and the Sheriff's Department. Sheriff's Deputy Michael Woodard stated that the cameras are great tool for law enforcement and thanked the Hidden Hills Community Association and the City for all efforts to combat the recent burglaries.

B. Discussion Regarding a Proposal from MuniCode to Update and Host the City's Municipal Code

City Manager Kerry Kallman presented the following report:

the City's Municipal Code was first adopted in 1994 and spells out the City's governing rules and regulations; prior to 1994, the City's ordinances were not contained in an official document rather were a loose collection of City's governing documents; the Municipal Code can only be changed or updated by the City Council through the passing of an ordinance; the current Municipal Code can be accessed on the City's website, but that document and the printed code has not been updated since 1998; the City's Municipal Code is a critical tool used by contractors and developers as they navigate through the unique regulations required to build in the City; specific requirements such as building height, setbacks, and zoning are all included in the Municipal Code; in addition, staff accesses the codes for similar building and safety guidelines, as well as for personnel and governance regulations often; although the City had adopted the necessary ordinances and updates

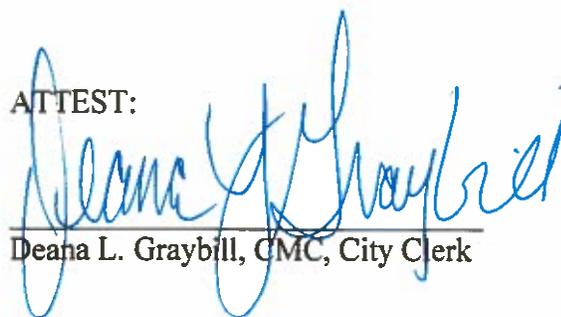
regularly (some required by state law), both the printed and online editions have not incorporated these updates; staff has identified three firms (MuniCode, Code Publisher, and American Legal) that specialize in providing online, searchable municipal code services; in addition to providing the lowest proposal, MuniCode is used by over 200 cities and agencies in California including the cities of Agoura Hills, Calabasas, and Westlake Village; in January during an all staff meeting, updating and digitizing the City's Municipal Code was identified as the number one priority among all staff; based on the forgoing, staff is recommending the City enter into an agreement with MuniCode to codify, update, digitize, and host the City's Municipal Code.

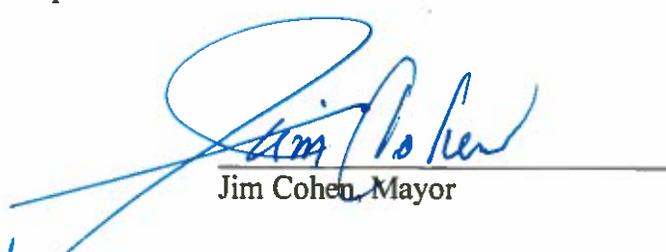
Upon MOTION of Council Member Landon, seconded by Mayor Pro Tem Siegel and unanimously carried, it was resolved to direct staff to prepare an agreement with MuniCode and necessary budget adjustment for consideration at the next City Council meeting.

ADJOURNMENT

There being no further business to come before the Council, upon MOTION of Mayor Pro Tem Siegel, seconded by Council Member Landon and unanimously carried, it was resolved to adjourn the regular meeting of March 13, 2017 at 8:30 p.m.

ATTEST:


Deana L. Graybill, CMC, City Clerk


Jim Cohen, Mayor