

CITY OF HIDDEN HILLS
REGULAR CITY COUNCIL MEETING

City Hall

Monday, February 12, 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, February 12, 2018 at the hour of 6:30 p.m. Mayor Stuart Siegel called the meeting to order and presided thereover after leading the Council and audience in the Pledge of Allegiance.

ROLL CALL

Council:

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

Staff:

City Manager Kerry Kallman
City Attorney Roxanne Diaz
RWG Attorney Emily Milder
City Engineer Dirk Lovett
City Clerk Deana L. Graybill

APPROVAL OF AGENDA

Upon MOTION of Mayor Pro Tem Freedland, seconded by Council Member Katz and unanimously carried, it was resolved that the agenda for the February 12, 2018 regular meeting be approved as submitted.

ANNOUNCEMENTS

Mayor Siegel made the following announcements:

There is Community Town Hall Meeting tomorrow (2/13) at 6:30 p.m. at the Community Center on Long Valley to discuss Fiber to the Home

Happy Birthday to Mayor Siegel's son Ben on 2/14

Happy Valentine's Day on 2/14

City Hall, the Community Center and Building and Safety will be closed and no inspections done on Monday, 2/19 in honor of President's Day

Happy anniversary to Council Member Weber's son Connor and his wife Bianca

Mayor Siegel also wanted to commend the Hidden Hills Community Association and resident David Stanley on another very successful and wonderful Valentine's Musicale.

AUDIENCE

At this time, resident Lilian Holt who resides at 24862 Eldorado Meadow Road, addressed the Council to express concern for a trail near her property that needs to be repaired. As the trails in Hidden Hills are maintained by the Hidden Hills Community Association, resident and equestrian services committee member Linda Raznick, who was in the audience said that she and Architectural Consultant Ron Heston would be meeting with Ms. Holt on Wednesday to inspect the trail.

Dennis Washburn, a resident of Calabasas, presented information to of a new bug that has been discovered, Polyphagous Shot Hole Borer in Southern California that is attacking many species of trees. It is the size of a flea and they drill into trees and bring with it a pathogenic fungus.

PUBLIC HEARING – CALABASAS (CRAFTMAN'S CORNER) ANNEXATION

Council Member Weber stated that he has a conflict in relation to this item since his office is within 500' of the subject area. He therefore recused himself and left the Council Chambers.

A. Consideration of Approval of Proposed Resolution Regarding a General Plan Amendment

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIDDEN HILLS APPROVING A GENERAL PLAN AMENDMENT ASSOCIATED WITH THE

ANNEXATION OF AN APPROXIMATELY 8 ACRE PARCEL LOCATED SOUTHEAST OF BRIDLE TRAIL ROAD AND SOUTHWEST OF LASHER ROAD, AND THREE PARCELS OF LAND CONSISTING OF APPROXIMATELY 4 ACRES LOCATED AT THE SOUTHEASTERLY END OF OAKFIELD ROAD IN CONJUNCTION WITH A PENDING APPLICATION TO THE LOS ANGELES COUNTY LOCAL AGENCY FORMATION COMMISSION SEEKING ANNEXATION OF SUCH TERRITORY INTO THE CITY; AND MAKING CERTAIN FINDINGS IN ACCORDANCE WITH THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

B. Consideration of Proposed Ordinance Approving Pre-Zoning in Conjunction with a Subsequent Annexation of Hidden Hills Territory

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HIDDEN HILLS APPROVING THE PRE-ZONING OF AN APPROXIMATELY 8 ACRE PARCEL LOCATED SOUTHEAST OF BRIDLE TRAIL ROAD AND SOUTHWEST OF LASHER ROAD, AND THREE PARCELS OF LAND CONSISTING OF APPROXIMATELY 4 ACRES LOCATED AT THE SOUTHEASTERLY END OF OAKFIELD ROAD IN CONJUNCTION WITH A SUBSEQUENT ANNEXATION OF SUCH TERRITORY INTO THE CITY; AND MAKING CERTAIN FINDINGS IN ACCORDANCE WITH THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

City Attorney Roxanne Diaz provided the following report:

the City of Calabasas is pursuing annexation of property commonly known as the "Craftsman's Corner" territory located immediately south of the City of Hidden Hills and within the City of Hidden Hills' sphere of influence; a proposed municipal boundary reorganization effort would allow the City of Calabasas to annex "Craftsman Corner" and the City of Hidden Hills to annex 4 parcels, totaling 12.3 acres, which are currently under the jurisdiction of Los Angeles County; ultimately, the Local Agency Formation Commission (LAFCO) will be the body to approve or not approve the application for annexation; pre-zoning must occur on the respective territories prior to annexation, which the draft ordinance being considered would do; the four parcels will be pre-zoned and designated in the General Plan as Residential Agriculture Suburban (R-A-S) as most of the City is already; a resolution approving a General Plan amendment will include those properties planned for annexation in the Sphere of Influence and it will also amend the City's zoning map.

City Engineer Dirk Lovett added the following comments:

annexation of these four parcels into Hidden Hills gives the City the local land use control; in addition, Calabasas and Hidden Hills entered into a cost agreement ensuring that Hidden Hills will be reimbursed for all costs in relation to the annexation and also for Hidden Hills

to receive 25% of all property tax revenues derived from properties that would annex to Calabasas.

Mr. Lovett then introduced Calabasas City Planner Tom Bartlett and Calabasas Community Development Director Maureen Tamuri. Mr. Bartlett informed the Council that it may be approximately a year until the annexation application will be submitted to LAFCO. The pre-zoning of the four properties is a required step to completion of the application. Mr. Bartlett also pointed out that annexation of these properties does not approve any type of development, all it does is pre-zone them to keep them consistent with the General Plan.

At this point, Mayor Siegel opened the public hearing. The following comments were received by the City Council:

Britt Aaronson (Little Valley) – concerns with protections of ridgelines, whether or not there are protections in place on the properties and whether those stay intact when annexed, communication between the Hidden Hills Community Association (HHCA) and the City and is lacking and whether or not the HHCA has been involved in this annexation process.

Ofer Shepher (Long Valley) – concerns with lack of notifications to the entire City, with the project above him, unaware that Calabasas had even initiated this project, would like to review documents before any decision is made.

Laura Goldwasser (Bridle Trail) – concerns with lack of notifications, name of the project to what it was before.

Gary Simons (Round Meadow) – concerns with lack of notifications to residents, asked if properties were pre-zoned and City Attorney Diaz that they are not pre-zoned yet and that is why it is on the agenda for approval, feels that the Ashley project can be denied at staff level.

Mayor Siegel pointed out that anyone has a right to submit a project and that staff cannot prejudice something before it has gone to Council, through the proper channels.

City Attorney Diaz reminded everyone in the audience and Council that the DEIR is not on the agenda tonight and cannot be discussed. The DEIR will go through the public review process and everyone will be notified as to when it will be addressed. The annexation and DEIR are two different projects that are not in relation with one another.

Patrick Finn (Little Valley) – concerns with lack of notifications and communications between City Council and residents.

Jill Rosenberg – unaware that the 3 lots on Oakfield are not in the City. Ms. Rosenberg also brought up zoning and whether the 3 lots could be zoned differently than the 8 acre parcel.

Jane Trotman (Jed Smith) – is in favor of annexing all four parcels.

Jennifer Zuiker (Long Valley) – has trepidation about annexing the 8 acre parcel – wants to protect the ridgelines.

Marsha Weidman – she has read the entire DEIR for the Project and has many issues with it and also the lack of communication and notifications to residents.

City Attorney Diaz reiterated that the item on the agenda is not in relation to a project but a boundary issue. She then directed the Council to only comment on the item on the agenda.

Maureen Tumari from the City of Calabasas addressed the audience and City Council to stress how important this annexation is for everyone involved and that the City of Hidden Hills be in control of the four parcels.

Lilian Holt (Eldorado Meadow) – in favor of the annexation so that the City has control over the properties.

Dave Lionelli (Long Valley) – in favor of the annexation. Mr. Lionelli inquired about the 25% property tax revenue and if it is known how much the City would receive.

Dennis Washburn (Calabasas resident) spoke in favor of annexation.

As there were no further comments or questions, Mayor Siegel continued the public hearing to Monday, 3/12/18, to provide the residents sufficient time to review the documentation regarding the proposed annexation and General Plan amendment.

CONSENT CALENDAR

- A. City Council Minutes – January 22, 2018**
- B. Demand List**
- C. Consideration of Approval of a Resolution Adopting a Records Retention and Destruction Schedule and Authorizing the Destruction of Certain City Records as Provided by State Law**

Upon MOTION of Council Member Weber, seconded by Council Member Landon and unanimously carried, it was resolved to approve items A and B; and approve and adopt by title only item C Resolution No. 915 entitled: A RESOLUTION OF THE CITY COUNCIL OF THE

CITY OF HIDDEN HILLS ADOPTING A RECORDS RETENTION AND DESTRUCTION SCHEDULE AND AUTHORIZING DESTRUCTION OF CERTAIN CITY RECORDS AS PROVIDED BY STATE LAW, of the consent calendar as submitted.

MATTERS FROM COUNCIL MEMBERS

Report from 1/30/18 Hidden Hills Community Association Board of Directors Meeting

There was no report to provide at this time.

MATTERS FROM STAFF

A. 2017-2018 Mid-Year Budget Review

City Manager Kerry Kallman presented the following report:

this report presents actual revenues and expenditures from 7/1/17 – 12/31/17; and projected General Fund revenue through June 30, revenue associated with Building and Safety Permits is projected to be nearly 70% higher than originally budgeted, Real Property Transfer Tax revenue is projecting to be 43% over budget, and the projected end of fiscal year total for the Motor Vehicle in Lieu revenue is 7.5% more than originally anticipated; projected expenditures are slightly higher than budgeted due to a budget adjustment of \$104,000 to complete the purchase of new parcel adjacent to the Long Valley gate, possible City Engineering increase of \$26,000 for part-time engineering staff, Fiesta expenditures of \$5,200, and a slight increase for capital improvements; the City is projecting a surplus of \$430,000; staff recommends review of the mid-year budget report and approval of a General Fund budget adjustment in the amount of \$26,000 for additional engineering staff.

Upon MOTION of Mayor Pro Tem Freedland, seconded by Council Member Landon and unanimously carried on roll call vote, it was resolved to approve a General Fund budget adjustment of \$26,000 for additional engineering staff services.

B. Utility Undergrounding - Update

City Engineer Dirk Lovett presented the following report:

this is an update to the City's utility undergrounding program discuss any future undergrounding projects; several projects to underground overhead utilities and remove poles

have been completed i.e., poles were removed and utilities were undergrounded on Spring Valley Road at a cost of \$100,000 in 1996, the City undergrounded utilities and removed 6 poles on Round Meadow Road, outside the gate, in 2002 at a cost of \$152,400, the City removed 7 poles on Round Meadow Road in the proximity of the Long Valley Road intersection in 2011 at a cost of \$743,000; projects were paid for from a combination of City General Funds and Rule 20A funds (funds are user fees collected by Southern California Edison (SCE) for the specific purpose of utility undergrounding); a future undergrounding reserve made up of some, if not all, of each year's uncommitted reserve was created in 2007 at the direction of Council; there are approximately 450 poles in the City and most are not visible from the main roads; several variables need to be considered in the cost of undergrounding; the general rule of thumb from SCE and undergrounding contractors is that costs will generally range from \$50,000-\$100,000 per pole for such undergrounding; based on current estimates for undergrounding in Hidden Hills, the costs to underground 450 poles in the City could range between \$23 million and \$45 million.

Mayor Pro Tem Freedland and Council Member Landon volunteered to be the utility undergrounding ad-hoc committee. The ad-hoc committee will work with staff to identify priority areas and research all available funding options. The Council directed staff to continue to earmark surplus funds to a utility undergrounding fund reserve and to schedule this item for a future agenda.

C. Consideration of Removal of Stop Signs at the Easterly Intersection of Jim Bridger Road and Ashley Ridge Road

City Engineer Dirk Lovett presented the following report:

the City received a request from a resident to remove existing stop signs at the easterly intersection of Jim Bridger Road and Ashley Ridge Road; This request was considered by the Public Safety Commission at its meeting of August 29, 2017. The Public Safety Commission recommended that staff study the stop signs to determine if they are necessary; a traffic engineer was retained and a study was prepared; based on the traffic study, the stop signs may be remove as requested; the sign removals would cost approximately \$2,000.

After much discussion, the City Council decided to leave the signs in place.

D. Consideration of Approval of Remodel Concepts for City Hall Offices

City Manager Kerry Kallman presented the following report:

at a previous City Council Goals discussion, a goal was adopted to consider various external and internal upgrades and/or improvements to City Hall building and complex; several potential projects were identified by the City staff (new furniture, updated ceiling

and lighting, window coverings, new doors and door hardware, and paint); City staff retained the services of StudioMA (Calabasas based design firm) to create an overall concept for the first floor City offices and two new office suites on the second floor, all of similar look and quality; cost estimates for each component have been received and staff is reviewing it's purchasing options including a possible Municipal Code update to conform the City's purchasing procedures with state guidelines; the anticipated cost of the project is approximately \$90,000 (the city budget contains \$80,000 for capital improvements for this project); staff will seek additional bids and bring back to the City Council for approval and potential budget adjustments as necessary at a future meeting.

The City Council was in favor of the overall concept. Mayor Siegel inquired about the upstairs conference room and if that room was included in this project. City Manager Kallman confirmed that the conference room was not included in the project. Mayor Siegel suggested that staff obtain a proposal to upgrade the upstairs conference room for approval by the City Council at a future meeting.

E. Authorization to Purchase a City Vehicle

City Manager Kerry Kallman presented the following report:

In October, staff informed the City Council that a grant had been identified and applied for; this grant under the Mobile Source Air Pollution Reduction Review Committee Jumpstart program (MSRC) helps cities jumpstart the expenditure of AQMD AB2766 Air Quality Management District), which are used to specifically reduce motor vehicle emissions; cities primarily use these funds to purchase clean air vehicles, either hybrid or all electric; after reviewing the approval guide, numerous vehicles were researched; ultimately, after all the comparisons of different cars and specifications, staff recommends the Nissan Leaf; the Municipal Code allows for an exception to the requirement of multiple written bids; staff recommends the purchase of a Nissan Leaf not exceeding \$35,000 (\$10,000 in MSRC grant funds and AQMD Funds of \$25,000) and authorize a budget adjustment.

Upon MOTION of Mayor Pro Tem Freedland, seconded by Council Member Landon and unanimously carried on roll call vote, it was resolved to (1) find that the purchase of a Nissan Leaf qualifies for the exception set forth in Section 2-3-7(C) of the Hidden Hills Municipal Code; (2) authorize the City Manager to and approve the purchase of a 2018 Nissan Leaf in an amount not exceeding \$35,000 utilizing MSRC grant funds of \$10,000 and AQMD Funds of \$25,000; and (3) authorize a budget adjustment in the amount of \$35,000.

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

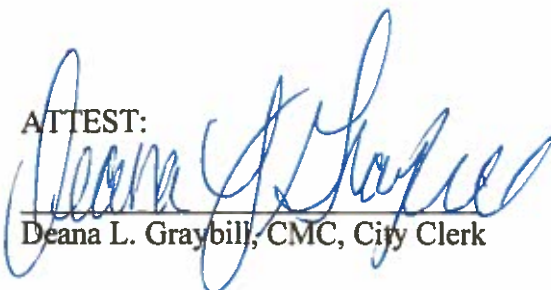
Upon MOTION of Council Member Landon seconded by Council Member Katz and unanimously carried, it was resolved to adjourn to closed session at 9:15 p.m. to address the items listed above.

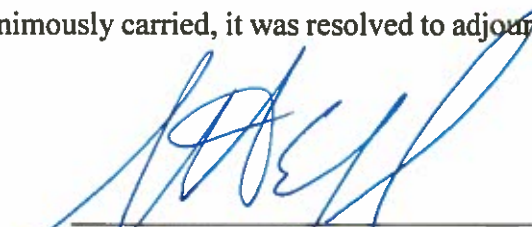
The City Council returned from closed session and the City Attorney announced that in closed session the Council discussed the item listed above, and that no reportable action was taken.

ADJOURNMENT

There being no further business to come before the Council, upon MOTION of Council Member Landon, seconded by Council Member Weber and unanimously carried, it was resolved to adjourn the regular meeting of February 12, 2018 at 9:37 p.m.

ATTEST:


Deana L. Graybill, CMC, City Clerk


Stuart E. Siegel, Mayor