

CITY OF HIDDEN HILLS
REGULAR CITY COUNCIL MEETING

City Hall

Monday, August 22, 2016

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, August 22, 2016 at the hour of 7:33 p.m. Mayor Jim Cohen called the meeting to order and presided thereover after asking Kerry Kallman to lead the Council and audience in the Pledge of Allegiance.

ROLL CALL

Council:

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

Staff:

City Attorney Roxanne Diaz
City Engineer Dirk Lovett
City Manager Cherie L. Paglia

APPROVAL OF AGENDA

Upon MOTION of Mayor Pro Tem Siegel, seconded by Council Member Freedland and unanimously carried, it was resolved that the agenda for the August 22, 2016 regular meeting be approved as submitted.

ANNOUNCEMENTS

Mayor Cohen made the following announcements:

This Wednesday, 8/24, is the first day of school at Round Meadow, so you might want to avoid that area during the drop-off and pick-up times.

We will be celebrating Bookkeeper Randee Weinberger's 28th anniversary with the City on Wednesday, 8/31.

City Hall, the Community Center, and the Building & Safety Department will be closed and there will be no inspections on Monday, 9/5, in honor of Labor Day.

Happy birthday to Council Member Freedland's wife Susan on Thursday, 9/8.

Happy belated anniversary to Kerry Kallman and his wife Michelle; they celebrated 20 years last Thursday, 8/18.

AUDIENCE

Southern California Gas Company Public Affairs Manager Marisol Espinoza provided an update and answered questions from the Council on the Gas Company's handling of the Aliso Canyon facility gas leak and recent efforts to get the facility back on line.

PUBLIC SAFETY

A. Los Angeles County Sheriff's Department Report – July

The following report was provided by Deputy Michael Woodard:

During the month of July there was a petty theft involving medication that was mailed to the victim's residence on Lupin Hill Road; the theft of a flute was reported from an unlocked vehicle on Round Meadow Road; the Motors have been doing some additional enforcement, with 42 citations being written during the month (an approximate 20% increase over July of last year); Round Meadow School will be starting this Wednesday; the Motors and patrol units will be monitoring the traffic, both for the morning drop-off and afternoon pick-up; the intent is to quickly educate the drivers in the area about the flow pattern and rules, and once everyone is trained, the traffic congestion should improve; they will try to be in the area Thursday and Friday, in addition to the first day, as well as whenever possible that following week; it is difficult to cover all the schools in the District, as they all need assistance with traffic around the same times.

The City Manager added the following comments:

on the first day, the school usually allows parking on the field, which does help with the traffic; however, that means the congestion gets a little worse the next few days; that is why staff has asked for the Motors and any other patrol units to help in the area not only those first three days, but also during the following week as often as possible; every year the school sends a letter home to all parents, as well as sending it via email, which shows and explains the traffic pattern in the normal drop-off area near the gate; this year Principal Jeremy Resnick also included information and a diagram regarding the new additional drop-off area (where the busses drop off near the field), which was used for the first time at the end of last year on a trial basis; it worked very well, so they are definitely using that area again for drop-offs; Mr. Resnick hopes to also begin using that area as a pick-up location in October.

Council Member Freedland pointed out that the Community Association has again restricted all contractors from entering the Round Meadow gate before 9:00 a.m., on school days, which really does help ease some of the congestion in the area.

B. Los Angeles County Fire Department Report – July

Community Services Representative Maria Grycan presented the following report:

they still have no solution to the problem that is preventing written reports; as close as she can tell, it looks like Hidden Hills had 17 calls in July, but that is unusually high for this City; there were definitely five snake removals, one power line down on Jed Smith, and smoke from a defective recessed lighting can (the power was shut off and the resident was told to call an electrician).

In response to questions from the Council Members, Ms. Grycan stated the following:

the problem stems from a recent requirement to go to an electronic patient medical record keeping system; the old system and the new system do not talk to each other, and she is now unable to input medical calls into the system she has been using; the new system, which is all electronic, is good, as it can speak directly to hospitals; however, it is affecting all the other calls, mostly the medical calls; until this can be worked out, she will continue to provide oral reports.

CONSENT CALENDAR

- A. City Council Minutes – August 8, 2016**
- B. Demand List**
- C. Disbursement List – July**
- D. Financial/Treasurer’s Report – July**

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

MATTERS FROM CITY COUNCIL MEMBERS

- A. Report from 8/16/16 Hidden Hills Community Association Board of Directors Meeting**

The City Manager provided the following information:

one of the main topics discussed at the Board meeting was what work would be allowed in the City on Saturdays; they are not going to allow work on new homes or major remodels, or allow heavy equipment to be brought into the City or to be used if it’s already in the City; this is not all related to noise, as residents still wanted their gardeners to be allowed to work on Saturdays; information will be provided to the gates so they can monitor who is coming in, and the roving guard will also be alert to any violations; the Board also discussed construction parking, deciding to require any vehicles related to the construction on a property to park either onsite, on the parkway in front of (or on the side) of that property itself, or to carpool to the site from another location; there will be a preconstruction meeting to make sure everyone is aware of the regulations; some type of permit may be requested from the staff if the requirements cannot be met (concrete being poured, steep slopes on the property, small pad, etc.); the Board approved the issuance of up to three transponders per residence for people such as nannies or caretakers; there will be a \$30 annual fee for each transponder, which may not be transferred to another person once issued, as both the owner and person receiving the transponder have to come to the office to sign an agreement; these transponders will need to be renewed every 90 days; the Board is also working on increasing the fines for illegal filming.

- B. Consideration of Approval of City Manager/City Manager Designate Class Specification/Job Description**
- C. Consideration of Approval of Employment Agreement between the City of Hidden Hills and Kerry Kallman for City Manager Designate/City Manager**

City Attorney Roxanne Diaz presented the following report:

earlier this year the City Manager announced her intent to retire on 12/30/16 after 30 years of service to the City; the City Council then directed her (City Attorney Diaz) to conduct an employment search, and charged the ad hoc committee of Council Members Freedland and Landon with the task of reviewing the resumes and conducting initial interviews; she developed a brochure and placed ads in several very specific local government publications in the state and on various websites; the recruitment period lasted approximately one month, and resulted in the receipt of 35 resumes (some local and some out of state); a short list was developed, with those candidates being interviewed by her and the ad hoc committee; the City Council then identified and selected Kerry Kallman, who we are happy to have in attendance this evening with his wife Michelle and two of his three children, Tate and Trey (Brett was unable to attend); Mr. Kallman comes from the City of Westlake Village, so has thirteen years of local government experience; he grew up in the Conejo Valley and lives in Thousand Oaks; he has a Master's in Public Policy and Administration from California Lutheran University; there are two items before the Council this evening; since this is a very unique City, the Council directed staff to initiate what we are calling a shadow program, which will allow Mr. Kallman, as the City Manager Designate, to start on 9/19/16 and work with City Manager Paglia until her retirement to actually experience the day to day operations of the City and allow her to introduce him to and have meetings with the individual Council Members, Community Association Board Members, other community members, and personnel from agencies who work with the City; because of this arrangement, the City needed a new job description and class specification document; this has a list of representative duties of the City Manager, essential job functions, education and experience, and the physical demands/work environment; on the last page of this document, to allow for uninterrupted service and detailed on-the-job training, the Council is permitted to make an overlapping appointment when an incumbent City Manager is preparing to leave; once the incumbent City Manager vacates the office, the City Manager Designate automatically assumes the office and title of City Manager with all related powers and duties; the second item before the Council is an employment agreement with Mr. Kallman; it is a three-year contract beginning on 9/19/16, with an annual salary of \$122,500 and a benefits package commensurate with the City's three existing employees in relation to vacation, sick leave, and other leave that takes into consideration his years of service with local government; the City will pay annual dues in

various associations, provide a car allowance (same as the existing), and provide for an evaluation within nine months of Mr. Kallman's start date (which would place the evaluation around the time of budget preparation).

In response to Council Member Siegel, Attorney Diaz stated that Mr. Kallman has reviewed the employment agreement and agreed to all of its terms.

Upon MOTION of Council Member Freedland, seconded by Council Member Landon and unanimously carried on roll call vote, it was resolved to approve the City Manager/City Manager Designate Class Specification/Job Description.

Upon MOTION of Council Member Freedland, seconded by Council Member Weber and unanimously carried on roll call vote, it was resolved to approve the Employment Agreement Between the City of Hidden Hills and Kerry Kallman for City Manager Designate/City Manager.

Mr. Kallman then addressed the Council:

he wished to thank everyone (the ad hoc committee, the rest of the Council Members, the City Attorney, and the City Manager) for their time and for this opportunity; he and his family are very excited, and he is very honored; he spent ten years in the Woodland Hills area, with he and his wife getting married at the Calabasas Inn; even though he lives in Thousand Oaks now, he feels like this is coming home; the City of Westlake Village was a great place to work, and like family, but he already feels the family atmosphere here in Hidden Hills; he is looking forward to getting started, and he and his family will definitely be at the Fiesta.

CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL

Anticipated Litigation:

Significant Exposure to Litigation Pursuant to Government Code Section 54956.9(d)(2): A claim has been submitted by Daniel and Jennifer Ostrow and is available for inspection in the City Clerk's office.

Upon MOTION of Mayor Pro Tem Siegel, seconded by Council Member Freedland and unanimously carried, it was resolved to adjourn to closed session at 8:06 p.m. to address the item listed above, as read by City Attorney Roxanne Diaz.

Upon MOTION of Council Member Weber, seconded by Mayor Pro Tem Siegel and unanimously carried, it was resolved to return to open session at 8:17 p.m., at which time City Attorney Diaz announced that in closed session the Council discussed the item listed above, and that no reportable action was taken.

NEW BUSINESS

Consideration of Rejection of Notice of Claim Filed by Charles A. Pressman, David H. Pierce & Associates, PC on Behalf of Daniel and Jennifer Ostrow Regarding 24905 Eldorado Meadow Road, Hidden Hills, California/Hidden Hills Plan Check No.: HH1046

Upon MOTION of Council Member Weber, seconded by Council Member Freedland and unanimously carried, it was resolved to reject the Notice of Claim filed by Charles A. Pressman, David H. Pierce & Associates, PC on behalf of Daniel and Jennifer Ostrow regarding 24905 Eldorado Meadow Road, Hidden Hills, California/Hidden Hills Plan Check No.: HH1046.

ADJOURNMENT

There being no further business to come before the Council, upon MOTION of Council Member Freedland, seconded by Council Member Weber and unanimously carried, it was resolved to adjourn the regular meeting of August 22, 2016 at 8:19 p.m.

Jim Cohen, Mayor

ATTEST:

Cherie L. Paglia, City Manager