

CITY OF HIDDEN HILLS
REGULAR CITY COUNCIL MEETING

City Hall

Monday, April 9, 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, April 9, 2018 at the hour of 6:30 p.m. Mayor Pro Tem Marv Landon 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 Council Member Katz and unanimously carried, it was resolved to excuse the absence of Mayor Steve Freedland.

APPROVAL OF AGENDA

Upon MOTION of Council Member Siegel, seconded by Council Member Katz and unanimously carried, it was resolved that the agenda for the April 9, 2018 regular meeting be approved as submitted.

ANNOUNCEMENTS

The following announcements were made by the City Council:

City Clerk Deana Graybill will be celebrating her 28th year with the City on April 10th

Happy Birthday to Building Official Greg Robinson on April 15th

Accounting Specialist Theresa Folk will be celebrating her 1st year anniversary with the City on April 17th

Happy Birthday to City Manager Kallman's son Tate on April 18th

There is a Large Animal Evacuation Presentation on Thursday, April 12th at the Hidden Hills Community Theater.

AUDIENCE

There were no questions or comments at this time.

CONSENT CALENDAR

- A. City Council Minutes – March 26, 2018
- B. Demand List

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

MATTERS FROM STAFF

A. Approval of Proposed Agreement to Purchase New City Hall Furnishings

City Manager Kallman presented the following report:

After a City Council goals discussion last spring, a goal was adopted to upgrade the City Hall building and complex; at the last two meetings (February 12 and February 26), the City Council approved the conceptual plan and updated the City's purchasing procedures to align with state law and to allow for purchases up to \$45,000 to be executed by negotiated contract; the main

focus of the upgrade is the purchase and installation of new furniture; written quotes from two furniture dealers were requested; Catalyst Group was selected as their quote was less than the competitor and staff has met with Catalyst several times and is extremely comfortable working with them; the proposal includes purchase, delivery, and installation of furniture and removal and disposal of the City's existing furniture; the City's budget contains an appropriation of \$80,000 for capital improvements related to the upgrade project; staff recommends approval of the proposed agreement with Catalyst and authorize a 50% deposit at the execution of the agreement and the final payment as determined by staff.

Council Member Siegel asked City Manager Kallman some questions in relation to the furniture placement in each office and logistics of the project.

Upon MOTION of Council Member Siegel, seconded by Council Member Katz and unanimously carried on roll call vote, it was resolved to approve the agreement with Catalyst to purchase, deliver and install the new City Hall furniture in the amount of \$44,997.95 and authorize the a 50% deposit of \$22,498.98 at the execution of the agreement and final payment of \$22,498.98 as determined by staff.

B. Consideration of Approval of Proposal from Bella Donna Special Events to Provide Saturday Night Dinner and Payment of \$8,000 Deposit

City Clerk Graybill presented the following report:

the annual Fiesta traditionally sees a community wide dinner, catered by a local vendor and in 2017, Bella Donna Special Events was that provider; as the 2017 dinner exceeded all expectations and staff received an overwhelming amount of positive comments from residents and guests who attended the dinner, staff recommends Bella Donna provide the 2018 Fiesta dinner at an approximate cost of \$31,300.

Upon MOTION of Council Member Weber, seconded by Council Member Katz and unanimously carried on roll call vote, it was resolved to 1) approve the catering proposal from Bella Donna Special Events to provide the 2018 Fiesta dinner; authorize an \$8,000 deposit to be paid once the City Vendor agreements have been executed by all parties and the company has met the insurance requirements as stated in Section 9 of the agreement; and authorize another deposit to be paid July 1, 2018 for \$8,000 each, with the final balance being paid after the tabulated headcount has been provided to the caterer and a revised invoice, if needed, be received by the City.

ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 6:45 p.m.


Marv Landon, Mayor Pro Tem

ATTEST:


Deana L. Graybill, CMC, City Clerk