



RAY PEARL
Mayor

NED E DAVIS
Mayor Pro Tem

KELLY HONIG
Councilmember

SUSAN McSWEENEY
Councilmember

BRAD HALPERN
Councilmember

MINUTES

Regular Meeting of the City Council

September 27, 2023

CALL TO ORDER:

This Regular Meeting of the Westlake Village City Council was called to order by Mayor Pearl on Wednesday, September 27, 2023, at 6:30 p.m., at 31200 Oak Crest Drive, Westlake Village.

PLEDGE OF ALLEGIANCE:

Mayor Pearl led the Pledge of Allegiance.

ROLL CALL:

PRESENT: Councilmembers Halpern, McSweeney, Honig, Mayor Pro Tem Davis, and Mayor Pearl

ABSENT: None

Also Present: City Attorney Boga, Assistant City Manager Wilson, Planning Director Forbes, City Clerk Mann, City Engineer Hughes, Senior Planner Sinkula, Administrative Analyst Mott, and Community Services Coordinator Roush.

APPROVAL OF AGENDA:

Councilmember McSweeney moved to approve the Agenda as presented. Councilmember Halpern seconded the motion.

YES: Councilmembers Halpern, McSweeney, Honig, Mayor Pro Tem Davis, and Mayor Pearl

NO: None

ABSENT: None

ABSTAIN: None

Mayor Pearl declared the motion passed 5-0

APPROVAL OF MINUTES:

Councilmember Honig moved to approve the Minutes of September 13, 2023 City Council Study Session and September 13, 2023 City Council Regular Meeting as presented. Councilmember McSweeney seconded the motion.

YES:	Councilmembers Halpern, McSweeney, Honig, Mayor Pro Tem Davis, and Mayor Pearl
NO:	None
ABSENT:	None
ABSTAIN:	None

Mayor Pearl declared the motion passed 5-0.

SPECIAL PRESENTATIONS/CEREMONIAL MATTERS:

1. Business of the Quarter, 3rd Quarter 2023 - Salon Westlake

Mayor Pearl and Josh Gray, Director of Government Affairs & Tourism for the Greater Conejo Valley Chamber of Commerce, made presentations to Salon Westlake as the 2023 third quarter recipient of the City of Westlake Village/Greater Conejo Valley Chamber of Commerce Business Recognition. Salon Westlake owner, Lisa Coffman, expressed her appreciation for the honor and acknowledgement. Councilmembers congratulated Salon Westlake and Ms. Coffman.

PUBLIC COMMENTS:

Emily Capretta, ADA non-compliance at the Westlake boat docks.

COUNCIL RESPONSE:

Mayor Pearl thanked Ms. Capretta for bringing the non-ADA compliance issue to City Council’s attention and directed staff to contact the property owner.

STAFF COMMENTS:

Assistant City Manager Wilson reported on upcoming activities which included the Walk for Mark and Jacob Iskander, September 29, 2023 from 4:40 – 6:30 p.m. at Three Springs Park; Vaccine Clinic on October 11, 2023 from 1:00 – 3:00 p.m. in the Community Room with registration available at myturn.ca.gov; and Shred Day on October 28, 2023 from 9:00 a.m. – 1:00 p.m. at City Hall. Westlake Village residents can shred up to four bags or boxes of paper items free of charge.

Ms. Wilson concluded by highlighting the upcoming October 11, 2023 City Council Meeting agenda topics and October Council Committee meetings.

COUNCIL COMMENTS: None**MONTHLY DEPARTMENTAL REPORTS:****1. Sheriff's Department Report**

Deputy Brian Knott presented the Sheriff Department's report for August 2023 including crime statistics and reported that Detective Lopez has been busy with solving crimes.

2. Fire Department Report

Assistant Fire Chief Drew Smith presented the Fire Department report for the months of July and August 2023 including the number of fires, medical response calls, and rescue activities conducted. Assistant Fire Chief Smith stated that the contract for aircraft water tanks is under review to determine how long they will be needed for the fire season beyond December 1, 2023, and added the Department is preparing for upcoming Santa Ana winds and red flag warning days.

Mayor Pro Tem Davis inquired whether the heavy rain this summer will have an impact on the weed abatement schedule next year. Assistant Fire Chief Smith stated the early rain will make grass taller but will not impact the brush clearance schedule which typically begins in May and June next year.

Councilmember Halpern inquired if wood chips should be used for landscaping near a home. Assistant Fire Chief Smith stated wood chips are not recommended within 5 feet of a residence due to fire concerns.

3. Chamber of Commerce Report

Josh Gray, Director of Government Affairs & Tourism for the Greater Conejo Valley Chamber of Commerce highlighted recent and upcoming events and noted that Emerging Leaders was held on September 6, 2023 at Modern Kitchen in Westlake Village, 12th Annual Taste of Conejo on October 1, 2023 at the Westlake Hyatt, Education Committee Meeting on October 5, 2023 (virtual meeting), and Spotlight Breakfast on November 3, 2023 at the Courtyard by Marriott Agoura Hills. Registration information for events is located at www.conejochamber.org.

2023-24 Leadership Conejo class began on September 15, 2023, with Caleb Mott, Administrative Analyst from the City of Westlake Village, as a member of the class.

4. Library Report

Julie Frieze, Manager of the Westlake Village Daniel K. Ludwig Library, presented the Library's report for the months of July and August 2023 covering traffic, circulation, programs, and reference requests. Ms. Frieze stated the Library is now an official COVID antigen test distribution center, providing free test kits, one box per person, while supplies last.

CITY COUNCIL COMMITTEE REPORTS:**1. ENVIRONMENTAL COMMITTEE REPORT – NEIGHBORHOOD BEAUTIFICATION PROGRAM UPDATE**

City Engineer Hughes reported on the Environmental Committee (McSweeney/Halpern) item discussed at the July 27, 2023 meeting and requested Council direction on modifications to the Neighborhood Beautification Grants program. Ms. Hughes provided background to the program stating that 2024 marks the 20th anniversary of the Neighborhood Beautification Grant Program, thirteen of the City's twenty neighborhoods have participated and over \$1 million invested in beautification of the community. She noted that in FY 2018-19, the Beautification Grant funds were converted to Oak Tree restoration grants following the Woolsey Fire. The program was suspended due to the COVID-19 pandemic from 2019 to 2023.

City Engineer Hughes requested that City Council review the Neighborhood Beautification Program documents (City Council Policy, Grant Application, and Grant Agreement), provided an overview of each of the documents, and discussed how the newly adopted Sidewalk Master Plan was added to the policy and reviewed for legal compliance.

City Council discussion included the prevailing wage requirement, the licensed landscape architect requirement, program reimbursement ratio and possible adjustments, having City staff or contract staff provide the required licensed landscape architect requirement, providing more funds for future grants, additional Homeowner Association (HOA) properties eligibility for the grant process as many greenbelts are used by residents outside that neighborhood, considering adjusting the reimbursement ratio to offset the mandated State and City requirements, and a reminder that not all grants submitted will be awarded.

City Attorney Boga stated that the City may not remove the prevailing wage requirements as State Law requires that when public funds are utilized for public work projects, it must be at prevailing wage, even for the grants.

City Engineer Hughes stated that current staffing cannot support the hours needed to complete the licensed landscape architect requirement, unless the option of hiring a consultant could be considered. Future consideration would need to include the dollar amount for each grant and if additional time is needed, the cost could be borne by the HOA.

There was Council consensus to maintain the 50/50 reimbursement ratio and the prevailing wage and licensed architect requirement. Non-public facing projects would also be allowed to submit applications for consideration on a case-by-case basis. Commercial properties would continue to be ineligible for this program.

CITY COUNCIL COMMITTEE REPORTS (continued):

Councilmember McSweeney moved to approve the draft Neighborhood Beautification Program documents incorporating City Council input provided. Councilmember Halpern seconded the motion.

YES: Councilmembers Halpern, McSweeney, Honig, Mayor Pro Tem Davis, and Mayor Pearl
NO: None
ABSENT: None
ABSTAIN: None

Mayor Pearl declared the motion passed 5-0

PUBLIC HEARINGS:**1. CONDITIONAL USE PERMIT NO. 98-001 MODIFICATION NO. 3; RESOLUTION NO. 2317-23**

Mayor Pearl opened the Public Hearing. Senior Planner Sinkula presented a request to authorize the continued operation and expansion of a dance studio located at 5700 Corsa Avenue, Suite 106 (Aspire Dance Studio).

Senior Planner Sinkula, provided background, stated Aspire Dance Studio's Conditional Use Permit (CUP) was originally approved on June 10, 1998 for ten years, extended in 2008 for 10 years and in 2018 for 5 years. The subject facility operates from September to June, Monday through Friday from 3:00 p.m. to 9:00 p.m., Saturdays from 9:00 a.m. to 1:00 p.m., and Sundays from 9:00 a.m. to 3:00 p.m. Operations for July to August include 3 to 5 weekly camps per summer season held from 9:00 a.m. to 2:00 p.m. and 1 to 2 weekly evening classes from 4:00 p.m. to 9:00 p.m. The facility has 8 employees and there are typically no more than 5 employees onsite at any given time. Thus far, the available parking has been more than adequate to meet the demand generated by the subject facility. Typically, there is an empty back lot available for parking with 40 spaces and overall onsite parking is only 50% occupied at peak times.

Senior Planner Sinkula stated the applicant is requesting an extension of the permit term and authorization to expand into Suite 206 within the same commercial building. Staff are not aware of any complaints associated with the facility or any conflicts of use. Since this is an established business, staff recommended a 10-year extension of the permit term and approval of the expansion of the facility into Suite 206.

On July 19, 2023, the Land Use Committee (Davis/Honig) reviewed the CUP request and recommended that the request move forward to a Public Hearing.

PUBLIC HEARINGS (continued):

Applicant, Kelsey Kleinman representing Aleix Liayas, addressed the City Council.

Mayor Pearl closed the Public Hearing. There was no City Council discussion.

Councilmember Halpern moved that the City Council adopt Resolution No. 2317-23, determining Conditional Use Permit No. 98-001 Modification No. 3 is exempt from CEQA and authorize the continued operation and expansion of a dance studio located at 5700 Corsa Avenue, Suite No. 106. Councilmember Honig seconded the motion.

YES:	Councilmembers Halpern, McSweeney, Honig, Mayor Pro Tem Davis, and Mayor Pearl
NO:	None
ABSENT:	None
ABSTAIN:	None

Mayor Pearl declared the motion passed 5-0

RESOLUTION NO. 2317-23 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WESTLAKE VILLAGE APPROVING CONDITIONAL USE PERMIT NO. 98-001, MODIFICATION NO. 3 RELATIVE TO THE CONTINUED OPERATION AND EXPANSION OF A DANCE STUDIO LOCATED AT 5700 CORSA AVENUE, SUITE NO. 106

2. **CONDITIONAL USE PERMIT NO. 18-003 MODIFICATION NO. 2; RESOLUTION NO. 2318-23**

Mayor Pearl opened the Public Hearing. Senior Planner Sinkula presented a request to authorize the continued operation of an instruction fitness facility located at 31230 Cedar Valley Drive, Suite No. 102 (F45 Training). The subject site is located in the Mixed Use Corsa Zoning District where the requested land use is a conditionally permitted use. The Conditional Use Permit (CUP) was originally approved on June 13, 2018 for a permit term of five years.

Ms. Sinkula noted that the subject facility occupies 2,273 square feet of an approximately 9,609 square foot commercial building. The facility operates from 6 a.m. to 7:00 p.m. Monday through Friday and from 8:00 a.m. to 11:00 a.m. on Saturdays and Sundays. There are a total of 4 employees with a maximum of 1 to 2 onsite and a maximum of 10 patrons onsite at any given time. The average class size is 7 to 8 members. The facility has shared access to 29 parking spaces on the site but typically only up to 25% of the available parking is utilized. Staff are not aware of any parking or other issues at the site and recommend approval of the time extension request for the subject CUP with a permit term of 10 years.

On July 19, 2023, the Land Use Committee (Davis/Honig) reviewed the CUP request and recommended that the request move forward to a Public Hearing.

PUBLIC HEARINGS (continued):

Applicant was not present for the Public Hearing.

Mayor Pearl closed the Public Hearing. There was no City Council discussion.

Mayor Pro Tem Davis moved that the City Council adopt Resolution No. 2318-23, determining Conditional Use Permit No. 18-003 Modification No. 2 is exempt from CEQA and authorize the continued operation of an instruction fitness facility located at 31230 Cedar Valley Drive, Suite No. 102. Councilmember Honig seconded the motion.

YES: Councilmembers Halpern, McSweeney, Honig, Mayor Pro Tem Davis, and Mayor Pearl
NO: None
ABSENT: None
ABSTAIN: None

Mayor Pearl declared the motion passed 5-0

RESOLUTION NO. 2318-23 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WESTLAKE VILLAGE APPROVING CONDITIONAL USE PERMIT NO. 18-003, MODIFICATION NO. 2 RELATIVE TO THE CONTINUED OPERATION OF AN INSTRUCTIONAL FITNESS FACILITY LOCATED AT 31230 CEDAR VALLEY DRIVE, SUITE NO. 102

3. CONDITIONAL USE PERMIT NO. 23-004; RESOLUTION NO. 2319-23

Mayor Pearl opened the Public Hearing. Senior Planner Sinkula presented a request to authorize the sale of beer and wine for onsite consumption in conjunction with the operation of an existing restaurant located at 5790 Lindero Canyon Road, Suite 2A (Hikari Sushi).

Senior Planner Sinkula, provided background, stating that a Conditional Use Permit (CUP) authorizing the sale of beer and wine was issued in 2002 in conjunction with a previous restaurant at this location. The CUP expired in 2022, so a new CUP application is required for the current restaurant Hikari Sushi. Chipotle is the only other restaurant in the subject shopping center with a CUP to authorize the sale of beer and wine. Staff are not aware of any issues related to alcohol service at Chipotle, or at the subject location under the previous CUP. Accordingly, staff recommends approval of the CUP, and since the operation of the subject restaurant is substantially similar to the operations of the previous restaurant in this location, staff are also recommending a ten-year permit term with an expiration date of September 27, 2033.

On July 19, 2023, the Land Use Committee (Davis/Honig) reviewed the CUP request and recommended that the request move forward to a public hearing.

PUBLIC HEARINGS (continued):

The Applicant was present; however, he did not address the City Council.

Mayor Pearl closed the Public Hearing. There was no City Council discussion.

Councilmember McSweeney moved that the City Council adopt Resolution No. 2319-23, determining Conditional Use Permit No. 23-004 is exempt from CEQA and authorizing the sale of beer and wine for onsite consumption in conjunction with the operation of an existing restaurant located at 5790 Lindero Canyon Road, Suite 2A. Councilmember Halpern seconded the motion.

YES:	Councilmembers Halpern, McSweeney, Honig, Mayor Pro Tem Davis, and Mayor Pearl
NO:	None
ABSENT:	None
ABSTAIN:	None

Mayor Pearl declared the motion passed 5-0

RESOLUTION NO. 2319-23 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WESTLAKE VILLAGE APPROVING CONDITIONAL USE PERMIT NO. 23-004 TO AUTHORIZE THE SALE OF BEER AND WINE FOR ONSITE CONSUMPTION IN CONJUNCTION WITH THE OPERATION OF AN EXISTING RESTAURANT AT 5790 LINDERO CANYON ROAD, SUITE 2A

MONTHLY IN-HOUSE DEPARTMENTAL REPORTS:**1. Engineering Department Report**

City Engineer Hughes highlighted items from the Engineering Department Status Report stating that six bids were received for the Community Park Pickleball courts and will be presented to the Cultural Recreation Committee and then to City Council on October 25, 2023. For the Sidewalk Improvements Project, preconstruction meetings will be held with DASH Construction and Marina Landscape to allow those projects to begin. The next sidewalk segment, South side of Lindero Canyon Road, Baronsgate Road to Lakeview Canyon Road, will be presented to the Environmental Committee in October. Lastly, a new Chair and Vice Chair were appointed for the North Santa Monica Bay Watershed Area at the September meeting.

2. Planning Department Report

Planning Director Forbes provided the Planning Department Status Report stating the Land Use Committee Meeting for October was cancelled, staff anticipates presenting guidelines related to the Exterior Building Colors at the November Land Use Committee meeting, and the Building and Safety services evaluation continues with an anticipated presentation of the findings to the Administrative Committee in

MONTHLY IN-HOUSE DEPARTMENTAL REPORTS (continued):

December. Mr. Forbes said that customer service from the County continues to improve and noted that the County Building and Safety Office will be moving and is currently evaluating new locations in Calabasas.

3. Cultural Recreation Report

Community Services Coordinator Roush highlighted items from the Cultural Recreation Department Status Report including August special events and the launching of the City's Instagram account on August 25, 2023 (cityofwlv). City Celebration will be held on October 14, 2023 from 3:00 – 8:00 pm in partnership with White Oak Parent Faculty Club for the rides and a fundraiser for Westlake Village Community Foundation for scholarships. The Holiday Sing-Along event will be held on December 2, 2023 from 12:00 – 3 pm, at the Shoppes in Westlake Village. Westlake Village Rotary's Holidays in the Village event will not occur in 2023.

Councilmember Honig noted that the City currently has 212 Instagram followers and encouraged all residents to follow.

CONSENT CALENDAR:

Mayor Pro Tem Davis moved to approve the Consent Calendar. Councilmember Halpern seconded the motion.

YES: Councilmembers Halpern, McSweeney, Honig, Mayor Pro Tem Davis, and Mayor Pearl.
NO: None
ABSENT: None
ABSTAIN: None

Mayor Pearl declared the motion passed 5-0.

APPROVAL OF WARRANTS: Warrants effective September 15, 2023 in the amount of \$368,313.03

GENERAL BUSINESS:

- 1. APPROVAL OF CONTINUING APPROPRIATIONS FROM FISCAL YEAR 2022-23 TO FISCAL YEAR 2023-24; RESOLUTION 2320-23** – City Council adopted Resolution No. 2320-23 Amending the Fiscal Year 2023-24 Budget for the Purpose of Continuing Appropriations from Fiscal Year 2022-23.

RESOLUTION 2320-23 - A RESOLUTION OF THE COUNCIL OF THE CITY OF WESTLAKE VILLAGE AMENDING THE FISCAL YEAR 2023-2024 BUDGET FOR THE PURPOSE OF CONTINUING APPROPRIATIONS FROM FISCAL YEAR 2022-2023

OLD BUSINESS: None

NEW BUSINESS: None

ADJOURNMENT:

Mayor Pearl thanked Assistant City Manager Wilson for joining the Council on the dais. On September 16, 2023, Los Angeles County Sheriff Department lost Deputy Ryan Clinkunbroomer in Palmdale. City Council expressed their condolences to the Clinkunbroomer's family and the Lost Hills Sheriff's Station personnel for their loss. City Council conveyed their continued commitment to public safety and thanked the City's brave and dedicated law enforcement officers that protect and serve the City and County.

Mayor Pearl announced the next City Council meeting will be held on October 11, 2023. Meeting adjourned at 8:05 p.m.



Ray Pearl, Mayor

Attest:



Antoinette Mann, City Clerk

