

**MINUTES**  
**REGULAR MEETING (IN-PERSON AND VIDEO CONFERENCE)**  
**AGOURA HILLS CITY COUNCIL**  
Civic Center – Council Chambers  
30001 Ladyface Court, Agoura Hills, California 91301  
**Wednesday, August 9, 2023**  
**6:00 p.m.**

The City Council meeting was called to order at 6:00 p.m. by Mayor Anstead.

The Pledge of Allegiance was led by Councilmember Lopez.

Present were: Mayor Chris Anstead, Mayor Pro Tem Illece Buckley Weber, Councilmember Deborah Klein Lopez, Councilmember Penny Sylvester, and Councilmember Jeremy Wolf.

Also Present were: City Manager Nathan Hamburger, City Attorney Candice K. Lee, Assistant City Manager Ramiro Adeva, Deputy City Manager Louis Celaya, Management Analyst Amber Victoria, RMG Communications Consultant Rachel Dickman, Director of Public Works/City Engineer Jessica Forte, Director of Finance Christy Truelsen, Finance Manager Brenda Cho, Director of Community Services Amy Brink, and City Clerk Kimberly M. Rodrigues.

**REPORT OF CLOSED SESSION**

No Closed Session was held.

**APPROVAL OF AGENDA**

ACTION: Councilmember Sylvester moved to approve the Agenda, as presented. Councilmember Wolf seconded. The motion carried 5-0, by the following roll call vote:

AYES: Mayor Anstead, Mayor Pro Tem Buckley Weber, and Councilmembers Lopez, Sylvester, and Wolf.

NOES: None.

ABSTAIN: None.

ABSENT: None.

**PRESENTATIONS**

There were no presentations.

## **INTERGOVERNMENTAL, SPECIAL PURPOSE COMMITTEE, & DEPARTMENTAL REPORTS**

Library Manager Nina Hull introduced the new Children's Librarian, Ria Elias who made a few introductory remarks.

Director of Community Services Brink provided a Reyes Adobe Days Update, including a promotional video from last year's event.

### **PUBLIC COMMENTS**

There were no public comments.

### **CONSENT CALENDAR**

There were no public comments.

**ACTION:** Councilmember Lopez moved to approve Consent Calendar Item Nos. 1-7, as presented. Mayor Pro Tem Buckley Weber seconded. The motion carried 5-0, by the following roll call vote:

**AYES:** Mayor Anstead, Mayor Pro Tem Buckley Weber, and Councilmembers Lopez, Sylvester, and Wolf.

**NOES:** None.

**ABSTAIN:** None.

**ABSENT:** None.

1. Approve Minutes of the Regular City Council Meeting of July 12, 2023
2. Approve Demand Warrant Register No. 896
3. Approve Treasurer's Report for June 2023
4. Approve Rejection of Claim for Damages – Harry Sullivan c/o Michael Parker Law
5. Approve First Amendment to Agreement for Consultant Services, with Foster & Foster Consulting Actuaries, Inc., for Actuarial Services to Value Other Post-Employment Benefits in Compliance with Governmental Accounting Standards Board Statement No. 75 and Actuarial Information for CalPERS Cost-Sharing Plans
6. Approve Agreement for Consultant Services, with Geodynamics, Inc., for Geotechnical Review Services for Fiscal Years 2023-2025
7. Approve Agreement for Consultant Services, with Willdan Engineering, for Professional Engineering Services

## DISCUSSION / ACTION

8. Update on City's Communications Program and Discussion to Consider Approval of First Amendment to Agreement for Consultant Services, with RMG Communications, to Conduct an In-Depth Website Analysis

Following a presentation of the staff report, including a presentation from RMG Communications Consultant Dickman, Mayor Anstead opened the floor for public comments.

There were no public comments.

Following deliberations, Mayor Anstead called for a motion and second to approve the staff recommendation to approve the First Amendment to the Agreement for Consultant Services with RMG Communications.

**ACTION:** Councilmember Lopez moved to approve the staff recommendation. Councilmember Sylvester seconded. The motion carried 5-0, by the following roll call vote:

**AYES:** Mayor Anstead, Mayor Pro Tem Buckley Weber, and Councilmembers Lopez, Sylvester, and Wolf.

**NOES:** None.

**ABSTAIN:** None.

**ABSENT:** None.

## COUNCIL, STAFF COMMENTS

Councilmember Sylvester spoke about the Summer Art Show held at the Agoura Hills Recreation and Event Center, shared she had purchased a beautiful print of Ladyface Mountain for her home, and reported attending the "Cheeseboro" Trailhead opening.

Mayor Pro Tem Buckley Weber spoke about the "Cheeseboro" Trailhead ribbon cutting ceremony and expressed her appreciation towards staff for always treating the National Park Service, including the Santa Monica Mountains Conservancy and MRCA, as a top priority, shared the accolades received by the Superintendent of National Parks towards staff, and extended prayers and best wishes to all the residents and visitors involved in the Maui and Big Island (Hawaii) wildfires.

Councilmember Lopez spoke about the beautiful amenities and upgrades at the "Cheeseboro" Trailhead, including the shade covers, accessible restrooms, and equestrian parking, and encouraged residents to visit the site, noted she was "*super proud of our partnership*" and extended her thanks to staff for their work on the project, and sent "*our love*" to those (all over) affected by wildfires, including Canada and Hawaii.



## ADJOURNMENT

Mayor Anstead announced the next Regular Meeting of the City Council would be held at 6:00 p.m., on Wednesday, August 23, 2023, in the Council Chambers of the Civic Center. Members of the public will have the opportunity to participate in-person in the Council Chambers or by remote video conferencing (Zoom).

**ACTION:** At 6:41 p.m., Mayor Pro Tem Buckley Weber moved to adjourn the meeting. Councilmember Lopez seconded. The motion carried 5-0, by the following roll call vote:

**AYES:** Mayor Anstead, Mayor Pro Tem Buckley Weber, and Councilmembers Lopez, Sylvester, and Wolf.

**NOES:** None.

**ABSTAIN:** None.

**ABSENT:** None.



Kimberly M. Rodrigues, MPPA, MMC  
City Clerk



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**6:00 p.m.**

The City Council meeting was called to order at 6:00 p.m. by Mayor Anstead.

The Pledge of Allegiance was led by Mayor Pro Tem Buckley Weber.

Present were: Mayor Chris Anstead, Mayor Pro Tem Illece Buckley Weber, Councilmember Deborah Klein Lopez, Councilmember Penny Sylvester, and Councilmember Jeremy Wolf.

Also Present were: City Manager Nathan Hamburger, City Attorney Candice K. Lee, Assistant City Manager Ramiro Adeva, Deputy City Manager Louis Celaya, Management Analyst Amber Victoria, Administrative Analyst John Treichler, Director of Community Development Denice Thomas, Principal Planner Jessica Cleavenger, Associate Planner Valerie Darbouze, Planning Consultant Joyce Parker-Bozylinski, Kimley-Horn Planning Consultant Jackson Modrak, Building Official Lukas Quach, Director of Public Works/City Engineer Jessica Forte, Director of Finance Christy Truelsen, Finance Manager Brenda Cho, Financial Services Consultant Mia Corall, Director of Community Services Amy Brink, Recreation Manager Nick Newkirk, and City Clerk Kimberly M. Rodrigues.

**REPORT OF CLOSED SESSION**

No Closed Session was held.

**APPROVAL OF AGENDA**

**ACTION:** Councilmember Sylvester moved to approve the Agenda, as presented. Mayor Pro Tem Buckley Weber seconded. The motion carried 5-0, by the following roll call vote:

**AYES:** Mayor Anstead, Mayor Pro Tem Buckley Weber, and Councilmembers Lopez, Sylvester, and Wolf.

**NOES:** None.

**ABSTAIN:** None.

**ABSENT:** None.

## **PRESENTATIONS**

There were no presentations.

## **INTERGOVERNMENTAL, SPECIAL PURPOSE COMMITTEE, & DEPARTMENTAL REPORTS**

Recreation Manager Newkirk provided a Reyes Adobe Days (RAD) Update, introduced Grand Marshal Matt McKagan, RAD Executive Committee Chair Randee Paller, and RAD Committee Members Jennifer Johnson (Serious Cycling), Jodi Regan, and Jemma Wildermuth (Create Studio) who each made a few remarks about the upcoming event.

## **PUBLIC COMMENTS**

The following person(s) provided in-person live testimony:

Ben Suber, Agoura Hills

## **CONSENT CALENDAR**

There were no public comments.

**ACTION:** Councilmember Lopez moved to approve Consent Calendar Item Nos. 1-6, as presented. Mayor Pro Tem Buckley Weber seconded. The motion carried 5-0, by the following roll call vote:

**AYES:** Mayor Anstead, Mayor Pro Tem Buckley Weber, and Councilmembers Lopez, Sylvester, and Wolf.

**NOES:** None.

**ABSTAIN:** None.

**ABSENT:** None.

1. Approve Minutes of the Regular City Council Meeting of August 9, 2023
2. Approve Demand Warrant Register No. 897
3. Approve Award of Contract, to Waisman Construction, Inc., for the Agoura Hills/Calabasas Community Center Improvements Project, HUD No. B-22-CP-CA-0141; NIB #23-03
4. Approve Agreement for Consultant Services, with Dapeer, Rosenblit & Litvak, LLP, for City Prosecuting Services for Fiscal Years 2023-24 and 2024-25
5. Approve Intergovernmental Agreement, with South Central Planning and Development Commission (SCPDC), for SCPDC Software License and Service Agreement to Implement the MyGovernmentOnline (MGO) Permitting System



6. Approve Agreement for Consultant Services, with Turbo Data Systems, Inc., for Administrative Citation Processing and Collection Services for Fiscal Years 2023-24 and 2024-25

### **PUBLIC HEARING / ORDINANCE**

7. Conduct a Public Hearing, Waive Full Reading, and Introduce **Ordinance No. 23-472**; AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AGOURA HILLS, CALIFORNIA, AMENDING THE FOLLOWING PROVISIONS OF ARTICLE IX (ZONING) OF THE AGOURA HILLS MUNICIPAL CODE: 1) VARIOUS SIGN-RELATED DEFINITIONS IN CHAPTER 1 (INTRODUCTION); 2) DIVISION 5 (SIGN REGULATIONS) IN CHAPTER 6 (REGULATORY PROVISIONS); 3) SECTION 9676.2 (APPLICATION PROCEDURES) AND SECTION 9676.7 (VARIANCE OR MODIFICATION RELATING TO USES AMORTIZED PURSUANT TO THIS CODE) FOR VARIANCES AND MODIFICATIONS IN CHAPTER 6 (REGULATORY PROVISIONS); AND 4) SECTION 9804.2 (PLANNING COMMISSION PUBLIC HEARING) AND SECTION 9804.3 (ZONING ADMINISTRATOR PUBLIC HEARINGS) IN CHAPTER 8 (ADMINISTRATION) AND MAKING A DETERMINATION OF EXEMPTION UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

Mayor Anstead opened the Public Hearing at 6:21 p.m.

Following presentation of the staff report by Planning Consultant Paker-Bozylinski and Kimley-Horn Planning Consultant Modrak, Mayor Anstead opened the floor for public comments.

There being no public comments, Mayor Anstead closed the Public Hearing at 7:39 p.m.

Following deliberations and City Council feedback to staff, Mayor Anstead called for a motion and second to send Ordinance No. 23-472 back to the Economic Development/Land Use Subcommittee for further review. City Attorney Lee recommended the motion include: *“continuing this item off calendar and to be re-noticed.”*

**ACTION:** Councilmember Sylvester moved to approve the recommended motion. Mayor Pro Tem Buckley Weber seconded. The motion carried 5-0, by the following roll call vote:

**AYES:** Mayor Anstead, Mayor Pro Tem Buckley Weber, and Councilmembers Lopez, Sylvester, and Wolf.

**NOES:** None.

**ABSTAIN:** None.

**ABSENT:** None.



**The City Council recessed at 8:21 p.m. and reconvened at 8:31 p.m.**

**ORDINANCE / ACTION**

8. Waive Full Reading and Introduce **Ordinance No. 22-473**; AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AGOURA HILLS, CALIFORNIA, ADOPTING BY REFERENCE AND AMENDING THE 2023 EDITION OF THE LOS ANGELES COUNTY FIRE CODE, AMENDING THE 2022 CALIFORNIA BUILDING CODE, AND AMENDING ARTICLE III AND ARTICLE VIII OF THE AGOURA HILLS MUNICIPAL CODE; and Set a Public Hearing for September 13, 2023

Following presentation of the staff report, including information from the Los Angeles County Fire Department representatives, Captain Mark Tyler and Fire Fighting Specialist Joshua Costello, Mayor Anstead opened the floor for public comment.

The following person(s) provided in-person live testimony:

Jack W. Koenig, Agoura Hills (*submitted written correspondence*)  
Sabrina Yakovich, Los Angeles, representing the Wetline Wildfire Defense,  
(*submitted a handout*)

Following deliberations, Mayor Anstead called for a motion and second to approve the staff recommendation to waive full reading and introduce **Ordinance No. 23-473** and set a Public Hearing for September 13, 2023.

**ACTION:** Mayor Pro Tem Buckley Weber moved to approve the staff recommendation. Councilmember Wolf seconded. The motion carried 5-0, by the following roll call vote:

**AYES:** Mayor Anstead, Mayor Pro Tem Buckley Weber, and Councilmembers Lopez, Sylvester, and Wolf.

**NOES:** None.

**ABSTAIN:** None.

**ABSENT:** None.

**DISCUSSION / ACTION**

9. Discussion to Consider the Adoption of **Resolution No. 23-2044**; A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AGOURA HILLS, CALIFORNIA, ADOPTING THE UPDATED ANNUAL INVESTMENT POLICY FOR FISCAL YEAR 2023-24 AND DELEGATING AUTHORITY TO THE CITY TREASURER TO INVEST AND REINVEST CITY FUNDS, AND RESCINDING RESOLUTION NO. 23-2036

Following presentation of the staff report, including a presentation from Financial Services Consultant Mia Corall, Mayor Anstead opened the floor for public comments.

There were no public comments.

Following deliberations, Mayor Anstead called for a motion and second to approve the staff recommendation to authorize the City Manager to sign a management directive to exclude companies involved in fossil fuels from the City's investment portfolio and adopt **Resolution No. 23-2044**.

**ACTION:** Councilmember Wolf moved to approve the staff recommendation. Councilmember Lopez seconded. The motion carried 5-0, by the following roll call vote:

**AYES:** Mayor Anstead, Mayor Pro Tem Buckley Weber, and Councilmembers Lopez, Sylvester, and Wolf.

**NOES:** None.

**ABSTAIN:** None.

**ABSENT:** None.

### **COUNCIL, STAFF COMMENTS**

Councilmember Lopez thanked staff for their work this past weekend related to "Hurricane/Tropical Storm Hilary" and earthquakes.

Mayor Pro Tem Buckley Weber noted that the concert in the park had been rescheduled to this Sunday and expressed her appreciation to the residents for staying home and for staff being prepared.

Councilmember Wolf stated he was impressed with the preparedness and diligence demonstrated throughout the event and thanked the entire City team for being prepared.

Councilmember Sylvester spoke about the earthquake and encouraged everyone to sign up for the "LA Quake Alert or ShakeAlert" to be notified.

Mayor Anstead announced the passing of Agoura Hills High School Principal Stephanie McClay and stated he would like to adjourn the meeting in her memory.

The City Council shared their personal remarks and tributes regarding Stephanie ("Steph") McClay and her contributions to the community as follows:

- Councilmember Lopez stated: *I just want to say that Steph McClay became Principal right about when I got elected and I had two kids in high school and she graduated two of my three kids, so I just want to say a few words. I think, in general, being a principal of a high school has to be one of the hardest jobs on earth because you have to be tough, but*



*you have to be soft, and you see potential in every single youth, particularly, those facing uphill battles, which these days are plentiful, and you have to do that with a stretched budget and more and more challenges from all angles, ready for any emergency while balancing the needs of, not just the students, but the teachers and the families, and you're celebrating the highest life cycle moments when a child graduates high school and, often times, some of the lowest moments with teenagers and their challenging times, and Steph McClay was able to do all of this. All of this and more. When you think about it, she started up in 2018 and in her first year she had to deal with the Woolsey Fire coming right to the edge of, burned, actually, part of Agoura High School. She shepherded the kids and the families through COVID, which, for the high schoolers, that was just the most heartbreaking times for them to be ripped of this life cycle moment and she was there for them and she did everything she could to make their experience meaningful. She was always smiling, she never lost her cool, she was always accessible, and we were so sad when we found out she was fighting leukemia, and, I have to tell you that, when you think of someone in their mid-50s, you just think, oh, they'll beat it, it just never occurs to you that it would end this way. I'm so heartbroken, I don't have the words to even describe it, but what I want to do is I do want to just read this little bit of a biography so everybody knows a little bit about her background and then, I'm sure other Councilmembers will want to say something, but I just wanted to make sure you knew that I'm, personally, just so devastated that someone so special in our community is gone. Stephanie McClay, we all know her as Steph, she's Steph, Agoura High School Principal, was raised in Drexel Hill where she began her love of sports. She played basketball, field hockey, and lacrosse at Upper Darby High School, this is where her foundation of being a team player began. She continued her love of lacrosse at Millersville University where she held school records for her outstanding play while earning her degree in Special Education. She started her career in education as a Special Ed teacher at Dover Area High School in Pennsylvania, developing an early dedication to student achievement and adopting creative uses for technology in the classroom, before moving to Los Angeles in 1992 to work as an Instructional Technology Applications Facilitator for the LAUSD. She furthered her education, earning a Masters and a Doctorate in Educational Administration from Cal State Northridge. She made the transition to being a principal starting at Cal Burke High School in Panorama City, managing all aspects of the high school's opening, and later moved to the USC School of Education to open the USC Hybrid High School and facilitate its year-round hybrid learning model in downtown Los Angeles. She returned to the San Fernando Valley in 2013 as principal of Portola Middle School and their Highly Gifted Magnet School in Woodland Hills and served as a Director in Local District Northwest where she supervised 17 principals, and, as we know, In 2018, she joined our community as the new principal of Agoura High School. She raised her two children with her partner of nineteen years, Cathy Martin and for the last six years she has been in a committed relationship with Ashley Cornelius who supported her with love throughout her illness. Steph was an award-winning educator and mentor to her colleagues. She was known for her supportive leadership and kindness towards teachers, students, and kittens alike. She enjoyed golf, cooking, and loved Eagles football. Steph and her partner Ashley fostered dozens of kittens, most of which her family, friends, students, and teachers enjoyed. Steph was a wonderful addition to our community and she will be dearly missed. And there was a service last Saturday and I love that her family asked for everyone not to wear black, but to wear bright, bright colors to celebrate her life. To the family of Steph, we send our deepest, deepest condolences and it's a loss that we feel deeply. So, thank you for letting me read that and I'm sure others may want to say something. Thank you.*



- Mayor Pro Tem Buckley Weber stated: *That was lovely, thank you. I only met Steph a couple of times when she first came to Agoura High, but I found this thing. After meeting with her and she telling me how much she wanted to get involved with the community, she wanted to work with the Council and she wanted to put on community events and she felt like we were all one together and it was very uplifting and then she says to me, we're in her office and she says, "let me give you something," and she hands me this (shows item to Council). Now, I didn't tell her that I didn't know what it was, but I was super impressed that it's something that's kind of high tech for me and it's like a little, you charge this up, it's a little battery that you can carry with you and I remember walking out of her office just going wow, that's pretty impressive, a woman principal who's obviously knowledgeable with high tech and I have this thing all the time and I always think of her every time I look at it. I thought she was a really impressive woman and I wish I would have gotten to know her better, but I send my deepest condolences to her family, and her friends, and her partner and I could just cry for them because I know how much it must hurt to lose what I would consider a young woman and someone that's so deeply loved so, thank you for sharing her life with us, Councilmember Lopez, I appreciate it.*
- Councilmember Sylvester stated: *Thank you, too, Deborah (Councilmember Lopez), for that lovely reading. I met her as I was heading out the door and she was coming in so my children didn't have her, but I know how much she was appreciated by the whole community in Agoura and we are a small community so I think everybody has felt the loss and just my deepest condolences to all her family and especially her children to lose somebody at such a young age. It's tragic. I'm glad we're adjourning in her memory tonight.*
- Councilmember Wolf stated: *As a former Agoura High Charger, it's really sad to lose one of our own. I first met Steph in 2018 at the Agoura High, the annual MVP baseball game, where students with exceptional needs team up with the baseball team and I remember being so impressed with her and her bigger, larger than life personality. I then worked with her every year on getting students to the creek cleanup and she was super welcoming. I live by the high school and so I would go on runs and I would see her all the time in a golf cart going around the campus so we'd always wave and say hello. She's had such a big personality and it's a big, big loss for the community so, sending out lots of love to her family.*
- Mayor Anstead stated: *My interaction with Steph actually was on the City/Schools Committee and every time we met she was always, she was a hard Charger. She was always excited, always animated and a big advocate for Agoura High School for the Chargers. It was always fun to be in her presence and the energy that she exuded so I really enjoyed the times that I talked with the City/Schools Committee with her. I enjoyed that period of time. I appreciate the comments and we'll move forward in memory in closing out the meeting today in memory of her.*

## **ADJOURNMENT**

Mayor Anstead announced the next Regular Meeting of the City Council would be held at 6:00 p.m., on Wednesday, September 13, 2023, in the Council Chambers of the Civic Center. Members of the public will have the opportunity to participate in-person in the Council Chambers or by remote video conferencing (Zoom).

Mayor Anstead called for a motion and second to adjourn the meeting in memory of the former Agoura High School Principal, Steph McClay.

**ACTION:** At 9:37 p.m., Councilmember Lopez moved to adjourn the meeting in memory of Steph McClay. Councilmember Sylvester seconded. The motion carried 5-0, by the following roll call vote:

**AYES:** Mayor Anstead, Mayor Pro Tem Buckley Weber, and Councilmembers Lopez, Sylvester, and Wolf.

**NOES:** None.

**ABSTAIN:** None.

**ABSENT:** None.



Kimberly M. Rodrigues, MPPA, MMC  
City Clerk