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HOW TO VIEW THE MEETING: No physical location from which members of the public may observe the meeting and offer public comment will be provided. Please view the meeting, which will be live streamed at <https://malibucity.org/video> and <https://malibucity.org/VirtualMeeting>.

HOW TO PARTICIPATE BEFORE THE MEETING: Members of the public are encouraged to submit email correspondence to mlinden@malibucity.org before the meeting begins.

HOW TO PARTICIPATE DURING THE MEETING: Members of the public may also speak during the meeting through the Zoom application. You must first sign up to speak before the item you would like to speak on has been called and then you must be present in the Zoom conference to be recognized.

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Malibu City Council
Administration and Finance Subcommittee
Special Meeting Agenda
(to be held during COVID-19 emergency)

Monday, May 2, 2022

10:00 A.M.

Various Teleconference Locations

YOU MAY VIEW THIS MEETING LIVE OVER THE INTERNET AT
[MALIBUCITY.ORG/VIDEO](https://malibucity.org/video)

Councilmember Mikke Pierson
Councilmember Steve Uhring

Call to Order

Roll Call

Approval of Agenda

Report on Posting of the Agenda – April 28, 2022

1. Presentations

None.

2. Old Business

None.

3. New Business

A. Approval of Minutes – April 11, 2022

Recommended Action: Approve the minutes for the Administration and Finance Subcommittee Special meeting of April 11, 2022.

Staff Contact: Interim Assistant City Manager/City Treasurer Quinto, 456-2489, ext. 224

B. Fiscal Year 2022-2023 General Fund Grants

Recommended Action: Provide a recommendation to the City Council concerning recipients and amounts for the Fiscal Year 2022-2023 General Fund Grant Program.

Staff Contact: Interim Assistant City Manager/City Treasurer Quinto, 456-2489, ext. 224

Adjournment

I hereby certify under penalty of perjury, under the laws of the State of California, that the foregoing agenda was posted in accordance with the applicable legal requirements. Special meeting agendas may be amended up to 24 hours in advance of the meeting. Dated this 27th day of April 2022, at 2:00 p.m.



Mary Linden, Executive Assistant



Administration and Finance Subcommittee Agenda Report

Administration &
Finance Subcommittee
Special Meeting
05-02-22

Item 3.A.

To: Councilmember Pierson and Councilmember Uhring

Prepared by: Mary Linden, Executive Assistant

Reviewed by: Elizabeth Shavelson, Assistant to the City Manager

Approved by: Steve McClary, Interim City Manager

Date prepared: April 26, 2022 Meeting date: May 2, 2022

Subject: Approval of Minutes – April 11, 2022

RECOMMENDED ACTION: Approve the minutes for the Administration and Finance Subcommittee Special meeting of April 11, 2022.

DISCUSSION: Staff has prepared draft minutes for the Administration and Finance Subcommittee Special meeting of April 11, 2022, and hereby submits the minutes to the Subcommittee for approval.

ATTACHMENTS: Draft Minutes for the April 11, 2022 Administration and Finance Subcommittee Special meeting

MINUTES
MALIBU ADMINISTRATION & FINANCE SUBCOMMITTEE
SPECIAL MEETING
APRIL 11, 2022
TELECONFERENCED - VARIOUS LOCATIONS
2:00 P.M.

The following meeting was held pursuant to AB 361 and fully teleconferenced from various locations during the coronavirus disease (COVID-19) pandemic.

CALL TO ORDER

Councilmember Pierson called the meeting to order at 2:00 p.m.

ROLL CALL

The following persons were recorded in attendance:

PRESENT: Councilmember Mikke Pierson and Councilmember Steve Uhring

ALSO PRESENT: Interim City Manager Steve McClary; Interim Assistant City Manager/City Treasurer Ruth Quinto; Finance Manager Renée Neermann; Community Services Director Jesse Bobbett; Public Works Director Rob DuBoux; Environmental Sustainability Director Yolanda Bundy; Planning Director Richard Mollica; Assistant Planning Director Adrian Fernandez; City Clerk Kelsey Pettijohn; Code Enforcement Manager Doug Cleavenger; Senior Administrative Analyst Patricia Salazar; Media Technician Parker Davis; and Executive Assistant Mary Linden

APPROVAL OF AGENDA

MOTION Councilmember Uhring moved, and Councilmember Pierson seconded a motion to approve the agenda. The question was called, and the motion carried unanimously.

REPORT ON POSTING OF AGENDA

Executive Assistant Linden reported that the agenda for the meeting was properly posted on April 7, 2022.

ITEM 1 PRESENTATIONS

None.

ITEM 2 OLD BUSINESS

None.

ITEM 3 NEW BUSINESS

A. Approval of Minutes – March 7, 2022

Recommended action: Approve the minutes for the Administration and Finance Subcommittee Special meeting of March 7, 2022.

Brad Smith was not present at the time of the hearing.

MOTION Councilmember Uhring moved, and Councilmember Pierson seconded a motion to approve the minutes for the Administration and Finance Subcommittee Special meeting of March 7, 2022. The motion carried unanimously.

B. Proposed Schedule of Fees Fiscal Year 2022-2023

Recommended Action: Provide a recommendation to the City Council concerning adoption of the Fiscal Year 2022-2023 Schedule of Fees.

Interim Assistant City Manager/City Treasurer Quinto presented the report.

Councilmember Uhring asked if the code violation change included an increase to the penalty for the violation. Assistant Planning Director Fernandez stated it was a flat rate for average staff time. Senior Administrative Analyst Salazar stated the proposed fee was intended to recuperate the City's cost.

Interim City Manager McClary stated staff, the City Council, and the City Attorney's office should discuss how best to deal with code violators.

In response to Councilmember Uhring, Planning Director Mollica explained there were minor and major revision fees. He stated an application included three reviews. Councilmember Uhring discussed how revisions affected other applicants in the system. He stated the City should be tougher on architects and other applicants' representatives.

Councilmember Pierson stated there was much frustration over what appeared to be pre-planned code violations, such as building without a permit.

City Treasurer Quinto stated the City was not allowed to make a profit. Councilmember Uhring suggested there were costs associated with others affected by the violations.

Environmental Sustainability Director Bundy stated there were multiple projects where work was done without permits. She stated it was not enough to get an inspection. She stated she advised them that they had to start over. She discussed how other jurisdictions allowed for assessment of penalties, but that was directed by the jurisdiction's City Council.

Councilmember Uhring stated it was important to change the perception in the community about what was not working and why.

Councilmember Pierson stated there was a perception that work without a permit might cost more but could be completed quicker.

MOTION Councilmember Uhring moved, and Councilmember Pierson seconded a motion to provide a recommendation to the City Council to adopt the Fiscal Year 2022-2023 Schedule of Fees. The question was called, and the motion carried unanimously.

ADJOURNMENT

MOTION At 2:29 p.m., Councilmember Uhring moved, and Councilmember Pierson seconded a motion to adjourn the meeting. The motion carried unanimously.

Approved and adopted by the Administration and Finance Subcommittee of the City of Malibu on _____.

MIKKE PIERSON, Councilmember

ATTEST:

MARY LINDEN, Executive Assistant



Administration &
Finance Subcommittee
Meeting
05-02-22

Item 3.B.

Administration and Finance Subcommittee Agenda Report

To: Councilmember Pierson and Councilmember Uhring

Prepared by: Ruth F. Quinto, CPA, Interim Assistant City Manager/City Treasurer

Approved by: Steve McClary, Interim City Manager

Date prepared: April 25, 2022 Meeting date: May 2, 2022

Subject: Fiscal Year 2022-2023 General Fund Grants

RECOMMENDED ACTION: Provide a recommendation to the City Council concerning recipients and amounts for the Fiscal Year 2022-2023 General Fund Grant Program.

DISCUSSION: Attached is a summary of the General Fund Grant applications received for Fiscal Year 2022-2023. The City received 30 grant applications totaling \$10,490,300. The proposed budget for Fiscal Year 2022-2023 includes \$150,000 for the General Fund Grant Program.

Each applicant has been notified that they will have the opportunity to address the Administration and Finance Subcommittee regarding the proposed use of the funds.

ATTACHMENTS: General Fund Grant Summary

FISCAL YEAR 2022-2023
GENERAL FUND GRANT PROGRAM – APPLICATION SUMMARY

Organization Name	Amount Requested
Adamson House Foundation	\$10,000
American Tortoise Rescue	\$2,500
Aurelia Foundation	\$8,000
Berry, Kee, Foster, Inc.	\$10,000,000
Boys and Girls Club of Malibu	\$100,000
California Wildlife Center	\$8,000
Call 2 Peace Foundation	\$10,800
Cancer Support Community Los Angeles	\$10,000
Cavallo Foundation	\$20,000
Children's Lifesaving Foundation	\$15,000
Do Good Bus	\$10,000
Emily Shane Foundation	\$5,000
Esperance Center	\$10,000
findhomelesspeople.org	No amount provided
Malibu Aquatics Foundation	\$10,000
Malibu Arts Foundation	\$15,000
Malibu Community Labor Exchange	\$20,000
Malibu Elementary School	\$50,000
Malibu Film Foundation	\$10,000
Malibu Friends of Music	\$5,000
Malibu Little League	\$50,000
Malibu Search and Rescue	\$34,000
Malibu Urgent Care	\$10,000
Malibu Woman's Club	\$15,000
Manta Publications	\$3,000
Meals on Wheels West	\$5,000
Poison Free Malibu	\$5,000
Sea Save Foundation	\$5,000
Shark Fund	\$20,000
Webster Elementary PTA	\$24,000
30 Organizations	\$10,490,300