



## CITY *of* CALABASAS

**CITY COUNCIL AGENDA  
REGULAR MEETING – WEDNESDAY, JANUARY 27, 2021  
VIA ZOOM TELECONFERENCE  
[www.cityofcalabasas.com](http://www.cityofcalabasas.com)**

### **IMPORTANT NOTICE REGARDING THE JANUARY 27, 2021, COUNCIL MEETING**

This meeting is being conducted utilizing teleconferencing and electronic means consistent with Governor Newsom’s Executive Order N-29-20, regarding the COVID-19 pandemic. The live stream of the meeting may be viewed on the City’s CTV Channel 3 and/or online at <http://www.cityofcalabasas.com/>. In accordance with the Governor’s Executive Order, the public may participate in the meeting using the following steps:

From a PC, Mac, iPhone or Android device please go to:

<https://us02web.zoom.us/j/83130790688?pwd=eHM3V3NYOUZJWkRYbm00aEpTSEJHZz09>

Webinar ID: 831 3079 0688

When asked to enter Passcode Number: 847348

Or iPhone one-tap:

US: +1-669-900-9128,,81957447453# or +1-346-248-7799,,81957447453#

Or Telephone: Dial(for higher quality, dial a number based on your current location):

US: +1-669-900-9128 or +1-346-248-7799 or +1-253 215 8782 or +1-301-715 8592 or +1-312-626 6799 or +1-646-558-8656

Members of the public wishing to address the City Council during public comment or during a specific agenda item, please press “Raise Hand” if you are joining via Zoom. Please press \*9 if you are joining via phone. Please click unmute and state your name and the City you live in. You will be allowed three minutes to address the Council.

Please access a [Guide to Virtual Meeting Participation](#) for more information on how to join City Council or Commission meetings.

**CLOSED SESSION – 6:00 P.M.**

1. Conference with Labor Negotiators (Gov. Code Section 54957.6)  
City Negotiator: Don Penman, Interim City Manager  
Employees: All Unrepresented Employees
2. Conference with Real Property Negotiator  
(Gov't Code §54956.8)  
Property Address: 27040 Malibu Hills Rd, Calabasas, CA 91301  
Agency Negotiator: Don Penman, Interim City Manager  
Negotiating Party: City of Agoura Hills  
Under Negotiation: Price and Terms of Payment

**OPENING MATTERS – 7:00 P.M.**

Call to Order/Roll Call of Councilmembers  
Pledge of Allegiance  
Approval of Agenda

**ANNOUNCEMENTS/INTRODUCTIONS – 7:20 P.M.**

**ORAL COMMUNICATION – PUBLIC COMMENT – 7:30 P.M.**

**NEW BUSINESS – 7:40 P.M.**

1. Consideration and approval of appointments to the Communications & Technology, Environmental, Historic Preservation, Library, Parks, Recreation & Education, Planning and Public Safety Commissions
2. Oath of Office to appointed Commissioners

**CONSENT ITEMS – 7:50 P.M.**

3. Approval of minutes of January 13, 2021
4. Adoption of Resolution No. 2021-1713, reaffirming and extending the existence of a Local State of Emergency due to the Novel Coronavirus COVID-19 Pandemic

**NEW BUSINESS – 7:55 P.M.**

5. Discussion of rent stabilization options for rental housing properties in Calabasas

6. Recommendation to approve a License Agreement with the Calabasas Park Homeowners Association for private security camera equipment located on City of Calabasas property
7. Discussion and direction to staff regarding the Default Rate Energy change 2021 – Clean Power Alliance (CPA)

**INFORMATIONAL REPORTS – 9:10 P.M.**

8. Check Register for the period of December 30, 2020-January 11, 2021

**TASK FORCE REPORTS – 9:15 P.M.**

**CITY MANAGER’S REPORT – 9:20 P.M.**

**FUTURE AGENDA ITEMS – 9:25 P.M.**

**ADJOURN – 9:30 P.M.**

The City Council will adjourn to a regular meeting scheduled on Wednesday, February 10, 2021, at 7:00 p.m.

A copy of the City Council agenda packet is available for review at City Hall and the Calabasas Library. Materials related to items on this agenda submitted to the Council after distribution of the agenda packet are available for public inspection in the City Clerk’s Office, 100 Civic Center Way, Calabasas, CA 91302, during normal business hours. Such documents are also available on the City of Calabasas website at [www.cityofcalabasas.com](http://www.cityofcalabasas.com) subject to the City staff’s ability to post the documents before the meeting. The City of Calabasas, in complying with the Americans with Disabilities Act (ADA), requests individuals who require special accommodations to access, attend and/or participate in the City meeting due to disability, to please contact the City Clerk’s Office, (818) 224-1600, at least one business day prior to the scheduled meeting to ensure that we may assist you.



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

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**DATE:** JANUARY 14, 2021

**TO:** HONORABLE MAYOR AND COUNCILMEMBERS

**FROM:** MARICELA HERNANDEZ, MMC, CPMC, CITY CLERK *Marc*

**SUBJECT:** CONSIDERATION AND APPROVAL OF APPOINTMENTS TO COMMUNICATIONS & TECHNOLOGY, ENVIRONMENTAL, HISTORIC PRESERVATION, LIBRARY, PARKS, RECREATION & EDUCATION, PLANNING AND PUBLIC SAFETY COMMISSIONS

**MEETING**  
**DATE:** JANUARY 27, 2021

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**SUMMARY RECOMMENDATION:**

That the Council approve appointments to the Communications and Technology, Environmental, Historic Preservation, Library, Parks, Recreation and Education, Planning and Public Safety Commissions.

**BACKGROUND:**

Pursuant to the Calabasas Municipal Code, City Commission members, with the exception of the Library Commission, serve terms lasting for the lesser of two years or until the expiration of the term of the Councilmember who nominated that commissioner. Library Commissioners serve three-year terms as set forth in the California Education Code.

Attached is a matrix listing City Council recommendations to fill Commission positions.

Commission seats still pending nominees and those who are not available to attend this meeting will be scheduled for subsequent meetings.

**REQUESTED ACTION:**

- 1) That the Council approve the following appointments:
  - a. Communications & Technology Commission for terms expiring November 2022: Richard Sherman (Shapiro);
  - b. Environmental Commission for term expiring November 2022: Susan Fredericks-Ploussard (Maurer);
  - c. Historic Preservation Commission for term expiring November 2022: Marty Fadaei (Shapiro);
  - d. Library Commission for term expiring November 2021: Isabella Gonzalez (Bozajian);
  - e. Parks, Recreation and Education Commission for terms expiring November 2022: Brad Wiseman (Bozajian); Heath Patton (Kraut) and Negin Ghaffari (Weintraub);
  - f. Planning Commission for term expiring November 2022: Daniel Milstein Alternate (Bozajian);
  - g. Public Safety Commission for terms expiring November 2022: Richard Cassel (Bozajian) and Brian Cameron (Shapiro).

**ATTACHMENTS:**

- a. Appointment recommendation log
- b. Commission applications/resumes

COMMISSION APPOINTMENT/REAPPOINTMENT RECOMMENDATIONS

ITEM 1 ATTACHMENT A

NAME	APPOINTING COUNCILMEMBER	REAPPOINTMENT REQUESTED	RECOMMENDED FOR APPOINTMENT/REAPPOINTMENT
<b>COMMUNICATIONS AND TECHNOLOGY COMMISSION</b>			
RICHARD SHERMAN	SHAPIRO	YES	
<b>ENVIRONMENTAL COMMISSION</b>			
SUSAN FREDERICKS-PLOUSSARD	MAURER		YES/NEW
<b>HISTORIC PRESERVATION COMMISSION</b>			
MARTY FADAEI	SHAPIRO	YES	YES
<b>LIBRARY COMMISSION</b>			
ISABELLA GONZALEZ	BOZAJIAN		YES/NEW
<b>PARKS, RECREATION AND EDUCATION COMMISSION</b>			
BRAD WISEMAN	BOZAJIAN		YES/NEW
HEATH PATTON	KRAUT	YES	
NEGIN GHAFARI	WEINTRAUB	YES	YES
<b>PLANNING COMMISSION</b>			
DAVID MILSTEIN (ALTERNATE)	BOZAJIAN		YES/NEW
<b>PUBLIC SAFETY COMMISSION</b>			
RICHARD CASSEL	BOZAJIAN		YES/NEW
BRIAN CAMERON	SHAPIRO	YES	YES



CITY of CALABASAS  
APPLICATION FOR APPOINTMENT

AS A MEMBER OF:

- Agoura Hills/Calabasas Community Center Board
- Architectural Review Panel
- Art in Public Places Advisory Committee
- Arts Council
- Communications and Technology Commission
- Environmental Commission
- Historic Preservation Commission
- Library Commission
- Mayor's Youth Council
- Parks, Recreation & Education Commission
- Planning Commission
- Public Safety Commission
- Traffic & Transportation Commission
- Student Member
- Other:

ARE THERE ANY WORKDAY EVENINGS YOU COULD NOT MEET?  YES  NO

If yes, when:

NAME: **Richard Sherman**

ADDRESS:

Check one:  Calabasas, 91302  Calabasas, 91301  Topanga, 90290

HOME TELEPHONE: . . . . .

CELL PHONE: . . . . .

E-MAIL: . . . . .

HOME FAX: **n/a**

REGISTERED VOTER IN CALABASAS?  YES  NO

BUSINESS TELEPHONE: . . . . .

BUSINESS FAX: **n/a**

OCCUPATION: **Clinical Psychologist**

EMPLOYER: **Self-mostly retired**

BUSINESS ADDRESS: . . . . .

TYPE OF BUSINESS: **Private Practice**

EDUCATION:

**Ph.D. Psychology, University of Georgia, 1975**  
**M.S. Psychology, University of Georgia, 1972**  
**B.A. Psychology, UCLA, 1970**

Richard Sherman

**CIVIC AFFILIATIONS:**

1. City of Calabasas Communications and Technology Commission (Member since December 2015)
2. Calabasas Savvy Seniors Steering Committee Member
3. Las Virgenes Unified School District Superintendent's Advisory Board Member
4. Calabasas Film Festival Advisory Board Member
5. Pepperdine University Graduate School of Education and Psychology Board of Visitors Member
6. Agoura Hills/Calabasas Community Center Joint Powers Authority Member (2013-2015)
7. Los Angeles County Psychological Association, Convention Committee Member (2015-Present)
8. Past President and Board Member, Los Angeles County Psychological Association
9. Past President and Board Member, California Psychological Association
10. Past President and Board Member, California State Board of Psychology

**COMMUNITY INTERESTS:**

1. President and Board Member, Calabasas Park Homeowners Association  
Through CPHA, our efforts include providing security within Calabasas Park and maintaining the scenic charm and beauty of Calabasas Lake and its surroundings.
2. Vice President and Board Member, The Oaks Homeowners Association
3. Calabasas America in Bloom Advisory Member
4. Recipient, 2019 Calabasas Citizen of the Year
5. Valley News Group (Calabasas Enterprise) Editorial Advisory Board Member
6. Past Producer, local general talk radio show on KABC and then KRLA--Dealt with issues that impacted the greater Southern CA community
7. Some local political grassroots activities

**PLEASE GIVE A BRIEF STATEMENT AS TO WHY YOU ARE INTERESTED IN SERVING ON THIS COMMISSION OR BOARD:**

**I would like to be considered for reappointment to the City of Calabasas Communications and Technology Commission.**

**As a result of my interests and in depth experiences in the area of communication (both as a psychologist and as having been earlier involved in radio show production), I believe that I could continue to**



Sherman (cont.)

make meaningful contributions as a member of the Communications and Technology Commission. Through the CTC, I would like to assist in strategizing additional ways to enhance and increase effective communication with our residents including in times of emergency as with the recent fires; and in general, through improved information, educational, and entertainment offerings on CTV Channel 3.

DATE: 11/23/20

Richard Sherman

SIGNATURE OF APPLICANT

Please attach any additional information relating to this application and return to the City Clerk,

City of Calabasas, 100 Civic Center Way, Calabasas, CA 91302 (818) 224-1600.

INDIVIDUALS WITH DISABILITIES REQUIRING ANY ACCOMMODATION TO PARTICIPATE IN THE APPLICATION AND SELECTION PROCESS MUST INFORM THE CITY OF CALABASAS AT THE TIME THIS APPLICATION IS SUBMITTED. INDIVIDUALS NEEDING SUCH ACCOMMODATIONS MUST DOCUMENT THE NEED FOR SUCH ACCOMMODATION INCLUDING THE TYPE AND EXTENT OF ACCOMMODATIONS NEEDED TO COMPLETE THE APPLICATION FORM, PARTICIPATE IN THE SELECTION PROCESS OR PERFORM THE VOLUNTEER DUTIES/JOB FOR WHICH THEY ARE APPLYING.



CITY of CALABASAS  
**APPLICATION FOR APPOINTMENT**

RCVD NOV 16 '20  
CITY CLERK'S DEPT.

AS A MEMBER OF:

- Agoura Hills/Calabasas Community Center Board
- Architectural Review Panel
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- Communications and Technology Commission
- Environmental Commission
- Historic Preservation Commission
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- Mayor's Youth Council
- Parks, Recreation & Education Commission
- Planning Commission
- Public Safety Commission
- Traffic & Transportation Commission
- Student Member
- Other: **Public Health and economic recovery commission?**

**ARE THERE ANY WORKDAY EVENINGS YOU COULD NOT MEET?**  YES  NO

If yes, when: **Wednesday ...not before 7pm**

NAME: **Susan Fredericks Ploussard DDS MPH**

ADDRESS:

Check one:  Calabasas, 91302     Calabasas, 91301     Topanga, 90290

HOME TELEPHONE:

CELL PHONE:

E-MAIL: :

HOME FAX:

REGISTERED VOTER IN CALABASAS?  YES  NO

BUSINESS TELEPHONE:

BUSINESS FAX:

OCCUPATION: **Dentist Public Health Advocate**

EMPLOYER: **self**

BUSINESS ADDRESS:

**Woodland Hills**

TYPE OF BUSINESS: **Dental Practice**

EDUCATION:

**BA**chelors In Biology UCLA 1977, **DO**ctor of Dental Surgery UCLA 1981  
**MA**sters in Public Health 2016

**CIVIC AFFILIATIONS:**

West Hills Hospital Board of Trustess  
UCLA School of Dentistry Board member  
Mend Board member 2009 to 2020  
Community involvement in many activities over the years/ West Valley Girls softball league,  
Camp Harmony, Taking UCLA dental students to Honduras to provide dental care..

**COMMUNITY INTERESTS:**

Better emergency preparedness , better outreach to public, as far as  
emergency planning, better transparency to residents as to how  
money is being spent

**PLEASE GIVE A BRIEF STATEMENT AS TO WHY YOU ARE INTERESTED IN SERVING ON THIS  
COMMISSION OR BOARD:**

I have applied to be on this commission before. Not chosen.

So, I ran for City Council. THat is one way to have a voice.

I still desire a voice. We can do better.

11/4/2020  
DATE:

*Samuel Howard*  
SIGNATURE OF APPLICANT

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- Planning Commission
- Public Safety Commission
- Traffic & Transportation Commission
- Student Member
- Other:

ARE THERE ANY WORKDAY EVENINGS YOU COULD NOT MEET?  YES  NO

If yes, when: N/A

NAME: Marty Fadaei

ADDRESS:

Check one:  Calabasas, 91302  Calabasas, 91301  Topanga, 90290

HOME TELEPHONE: - - - - -

CELL PHONE:

E-MAIL:

HOME FAX: N/A

REGISTERED VOTER IN CALABASAS?  YES  NO

BUSINESS TELEPHONE: same as cell BUSINESS FAX: N/A

OCCUPATION: Real estate & Loan EMPLOYER: self employed  
CONSULTANT - commercial and residential

BUSINESS ADDRESS:

TYPE OF BUSINESS: real estate

EDUCATION: BACHELORS

- CIVIC AFFILIATIONS:**
- CALABASAS ROTARY CLUB (President elect) <sup>incoming</sup> → board member of buddy bench initiative at local LVUSD SCHOOLS
  - member - ROTARY CLUB - since '21-22
  - ROTARY CLUB board member since 2010
  - HISTORICAL preservation commission - city of calabasitas
  - Rotary INTERACT CHAIR: canoga HIGH, CALABASAS HIGH, DANIEL PEDRIL HIGH
  - INTERNATIONAL CHAIR rotary club
- COMMUNITY INTERESTS:**
- Leader at Fresh market: → First responder team Woodland Hills
  - drive through Food Pantry → calabasitas Film Festival
  - @ calvary community church westlake village → volunteer at calabasitas senior
  - soccer coaching for youth (3 years) calabasitas
  - assistant basketball coach city of calabasitas center

**PLEASE GIVE A BRIEF STATEMENT AS TO WHY YOU ARE INTERESTED IN SERVING ON THIS COMMISSION OR BOARD:**

I have lived in Calabasas since 1996. I have seen the growth of this beautiful city first hand. I have witnessed countless ideas like the commons, Calabasas Library, and the city hall be created and implemented within our city. I have seen the schools grow & flourish. Calabasas is my home. I would like to continue serving in any way I can to give back to our community. My background in real estate and financing has allowed me to meet so many incredible members of our Calabasas community. Most importantly, I love people. I love our community, and I would be more than honored to continue serving in any of the capacities I checked on the first page. It would be an absolute honor and pleasure to continue serving as a part of our team and community.

11-26-20 \_\_\_\_\_  
 DATE: \_\_\_\_\_ SIGNATURE OF APPLICANT

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CITY *of* CALABASAS  
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- Planning Commission
- Public Safety Commission
- Traffic & Transportation Commission
- Student Member
- Other:

**ARE THERE ANY WORKDAY EVENINGS YOU COULD NOT MEET?**  YES  NO

If yes, when: Friday

NAME: Isabella Gonzalez

ADDRESS:

Check one:  Calabasas, 91302  Calabasas, 91301  Topanga, 90290

HOME TELEPHONE:

CELL PHONE

E-MAIL:

HOME FAX:

REGISTERED VOTER IN CALABASAS?  YES  NO

BUSINESS TELEPHONE:

BUSINESS FAX:

OCCUPATION: Chief Technology Officer

EMPLOYER: Zither AI, Inc

BUSINESS ADDRESS:

TYPE OF BUSINESS: Technology/Media

EDUCATION:

M.S. Electrical Engineering, UC Santa Barbara, 2016

B.S. Electrical Engineering, Rice University, 2013

**CIVIC AFFILIATIONS:**

Woodland Terrace Condominium Association

**COMMUNITY INTERESTS:**

Digital Inclusion, Education, Communication Technology

**PLEASE GIVE A BRIEF STATEMENT AS TO WHY YOU ARE INTERESTED IN SERVING ON THIS COMMISSION OR BOARD:**

Based on my educational training, work experience, and interests, I am a good candidate for appointment to the Library Commission or the Communications and Technology Commission. I have two degrees in Electrical Engineering with a specialization in Communications, Control & Signal Processing. My current work is in the area of Natural Language Processing for the film and television industry. Although I moved to Calabasas recently, I have long been an advocate of libraries, digital inclusion, and education. My first choice appointment would be to the Library Commission. As the role of libraries in the 21st century shifts from despositories of books to community centers for various age groups, the services provided by the library should be diversified, according to local need. I am also interested in the appointment to the Communications and Technology Commission by the same dedication to providing information and entertainment to residents. I look forward to working with others and serving the residents.

12/3/2020  
DATE:

Isabella Gumpal  
SIGNATURE OF APPLICANT

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- Parks, Recreation & Education Commission
- Planning Commission
- Public Safety Commission
- Traffic & Transportation Commission
- Student Member
- Other:

ARE THERE ANY WORKDAY EVENINGS YOU COULD NOT MEET?  YES  NO

If yes, when:

NAME: Brad Wiseman

ADDRESS:

Check one:  Calabasas, 91302     Calabasas, 91301     Topanga, 90290

HOME TELEPHONE:

CELL PHONE:

E-MAIL:

HOME FAX:

REGISTERED VOTER IN CALABASAS?  YES  NO

BUSINESS TELEPHONE:

BUSINESS FAX:

OCCUPATION: Real Estate

EMPLOYER:

BUSINESS ADDRESS:

TYPE OF BUSINESS: Real Estate

EDUCATION: Licensal Real Estate Broker since 1983.



CIVIC AFFILIATIONS:

COMMUNITY INTERESTS: Planning, Safety, Communications


PLEASE GIVE A BRIEF STATEMENT AS TO WHY YOU ARE INTERESTED IN SERVING ON THIS COMMISSION OR BOARD:

I have lived in Calabasas off & on for 30 years. I raised 5 children here who all attended Calabasas High.

I wish to contribute to my beautiful and wonderful community and believe I have a lot to offer as a business man & citizen. Thank You!

12-4-2020

DATE:



SIGNATURE OF APPLICANT

Please attach any additional information relating to this application and return to the City Clerk, City of Calabasas, via US Mail at 100 Civic Center Way, Calabasas, CA 91302; or by email at [mhernandez@cityofcalabasas.com](mailto:mhernandez@cityofcalabasas.com). For more information, please call (818) 224-1600.

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- Planning Commission
- Public Safety Commission
- Traffic & Transportation Commission
- Student Member
- Other:

**ARE THERE ANY WORKDAY EVENINGS YOU COULD NOT MEET?**  YES  NO

If yes, when:

NAME: **Heath S. Patton**

ADDRESS:

Check one:  Calabasas, 91302     Calabasas, 91301     Topanga, 90290

HOME TELEPHONE:

CELL PHONE:

E-MAIL:

HOME FAX:

REGISTERED VOTER IN CALABASAS?  YES  NO

BUSINESS TELEPHONE:

BUSINESS FAX:

OCCUPATION: **Sports Agent**

EMPLOYER:

BUSINESS ADDRESS:

TYPE OF BUSINESS: **Athlete Representation and Brand Management**

EDUCATION:

**College**

**CIVIC AFFILIATIONS:**

**Active Valley Economic Alliance - Board of Directors  
Active Community Center Alliance - Board Member**


**COMMUNITY INTERESTS:**

**Community events, safety, health and wellness**

**PLEASE GIVE A BRIEF STATEMENT AS TO WHY YOU ARE INTERESTED IN SERVING ON THIS COMMISSION OR BOARD:**

**I would like to continue my work on the PRE Commission entering my third term. However, I am willing to serve on other Commissions as needed by the City. I continue to enjoy serving the community of Calabasas and look forward to working with others to maintain a clean, safe and healthy environment for all of our residents during this challenging time. Thank you for your consideration.**

**12/11/12**  
DATE: \_\_\_\_\_

  
SIGNATURE OF APPLICANT \_\_\_\_\_

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- Traffic & Transportation Commission
- Student Member
- Other:

**ARE THERE ANY WORKDAY EVENINGS YOU COULD NOT MEET?**  YES  NO

If yes, when:

NAME: **Negin Ghaffari MPA, Ph.D**

ADDRESS:

Check one:  Calabasas, 91302  Calabasas, 91301  Topanga, 90290

HOME TELEPHONE:

CELL PHONE

E-MAIL:

HOME FAX:

REGISTERED VOTER IN CALABASAS?  YES  NO

BUSINESS TELEPHONE:

BUSINESS FAX:

OCCUPATION: **Business owner/head of sch** EMPLOYER: **Synapse Edu**

BUSINESS ADDRESS:

TYPE OF BUSINESS: **Montessori preschool**

EDUCATION:

**BA Sociology MA Public Administration, PhD Educational Studies**

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CIVIC AFFILIATIONS:

**Calabasas Chamber of Commerce**

COMMUNITY INTERESTS:

**Education, Arts, equitable access to quality community programs and services. Youth civic engagement**

PLEASE GIVE A BRIEF STATEMENT AS TO WHY YOU ARE INTERESTED IN SERVING ON THIS COMMISSION OR BOARD:

**I believe my unique combination of education and experience render me an ideal candidate to continue to serve on the PRE Commission. I am dedicated to co created a safe, engaged and efficient/equitable community for all of our stakeholders.**

**12/10/20**  
DATE:

**A. GH.**  
SIGNATURE OF APPLICANT

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CITY of CALABASAS  
**APPLICATION FOR APPOINTMENT**

AS A MEMBER OF:

- Agoura Hills/Calabasas Community Center Board
- Architectural Review Panel
- Art in Public Places Advisory Committee
- Arts Council
- Communications and Technology Commission
- Environmental Commission
- Historic Preservation Commission
- Library Commission
- Mayor's Youth Council
- Parks, Recreation & Education Commission
- Planning Commission
- Public Safety Commission
- Traffic & Transportation Commission
- Student Member
- Other:

**ARE THERE ANY WORKDAY EVENINGS YOU COULD NOT MEET?**  YES  NO

If yes, when:

NAME: **Daniel Milstein**

ADDRESS:

Check one:  Calabasas, 91302     Calabasas, 91301     Topanga, 90290

HOME TELEPHONE:

CELL PHONE: |

E-MAIL:

HOME FAX:

REGISTERED VOTER IN CALABASAS?  YES  NO

BUSINESS TELEPHONE:

BUSINESS FAX:

OCCUPATION: **Partner/operations**

EMPLOYER:

BUSINESS ADDRESS:

TYPE OF BUSINESS: **Electrical contractor and IT Integrator**

EDUCATION:

**BA in Liberal Studies and Personal Financial Planning program at UCLA**

**CIVIC AFFILIATIONS:**

None

**COMMUNITY INTERESTS:**

I am on the board of my HOA community and recently have completed getting our community a gate for entry/exit. Worked with planning and the fire dept to get this accomplished.

**PLEASE GIVE A BRIEF STATEMENT AS TO WHY YOU ARE INTERESTED IN SERVING ON THIS COMMISSION OR BOARD:**

I feel that with my business/ construction and IT background I could be a help to the community in offering my advice and it's a way for me to give back to the community of Calabasas. My current company specializes in automation / integration / Solar of many smart devices as well as camera systems. The solar systems that I have done use very large batteries that provide power during a power outage for houses or commercial buildings. This is very important because of the Edison power outages lately the battery system will keep the power on and can be scaled to commercial buildings.

11/24/2020

DATE:

  
SIGNATURE OF APPLICANT

Please attach any additional information relating to this application and return to the City Clerk, City of Calabasas, 100 Civic Center Way, Calabasas, CA 91302 (818) 224-1600.

INDIVIDUALS WITH DISABILITIES REQUIRING ANY ACCOMMODATION TO PARTICIPATE IN THE APPLICATION AND SELECTION PROCESS MUST INFORM THE CITY OF CALABASAS AT THE TIME THIS APPLICATION IS SUBMITTED. INDIVIDUALS NEEDING SUCH ACCOMMODATIONS MUST DOCUMENT THE NEED FOR SUCH ACCOMMODATION INCLUDING THE TYPE AND EXTENT OF ACCOMMODATIONS NEEDED TO COMPLETE THE APPLICATION FORM, PARTICIPATE IN THE SELECTION PROCESS OR PERFORM THE VOLUNTEER DUTIES/JOB FOR WHICH THEY ARE APPLYING.



CITY of CALABASAS  
**APPLICATION FOR APPOINTMENT**

AS A MEMBER OF:

- Agoura Hills/Calabasas Community Center Board
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- Environmental Commission
- Historic Preservation Commission
- Library Commission
- Mayor's Youth Council
- Parks, Recreation & Education Commission
- Planning Commission
- Public Safety Commission
- Traffic & Transportation Commission
- Student Member
- Other:

**ARE THERE ANY WORKDAY EVENINGS YOU COULD NOT MEET?**  YES  NO

If yes, when:

NAME: **Richard Cassel**

ADDRESS:

Check one:  Calabasas, 91302     Calabasas, 91301     Topanga, 90290

HOME TELEPHONE:

CELL PHONE:

E-MAIL:

HOME FAX:

REGISTERED VOTER IN CALABASAS?  YES  NO

BUSINESS TELEPHONE:

BUSINESS FAX:

OCCUPATION: **Photographer**

EMPLOYER: **Self-employed**

BUSINESS ADDRESS: **Same**

TYPE OF BUSINESS: **Commercial Photography and Property Documentation**

EDUCATION:

**B.A. Communication Studies, University of Missouri-Kansas City**



CIVIC AFFILIATIONS:

Treasurer, Greater Mulwood Homeowners Association

COMMUNITY INTERESTS:

PLEASE GIVE A BRIEF STATEMENT AS TO WHY YOU ARE INTERESTED IN SERVING ON THIS COMMISSION OR BOARD:

I have served on the Communications and Technology Commission since 2012. I would like to be considered to serve on the Public Safety Commission and would give up my seat on the CTC in order to do so. Please contact me to discuss further. I am unsure as to how the re-appointment process works.

11-27-2020

DATE:



SIGNATURE OF APPLICANT

Please attach any additional information relating to this application and return to the City Clerk, City of Calabasas, 100 Civic Center Way, Calabasas, CA 91302 (818) 224-1600.

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CITY of CALABASAS  
APPLICATION FOR APPOINTMENT

AS A MEMBER OF:

- Agoura Hills/Calabasas Community Center Board
- Architectural Review Panel
- Art in Public Places Advisory Committee
- Arts Council
- Communications and Technology Commission
- Environmental Commission
- Historic Preservation Commission
- Library Commission
- Mayor's Youth Council
- Parks, Recreation & Education Commission
- Planning Commission
- Public Safety Commission
- Traffic & Transportation Commission
- Student Member
- Other:

ARE THERE ANY WORKDAY EVENINGS YOU COULD NOT MEET?  YES  NO

If yes, when:

NAME: BRIAN CAMERON

ADDRESS:

Check one:  Calabasas, 91302     Calabasas, 91301     Topanga, 90290

HOME TELEPHONE:

CELL PHONE: 1

E-MAIL:

HOME FAX: N/A

REGISTERED VOTER IN CALABASAS?  YES  NO

BUSINESS TELEPHONE: RETIRED

BUSINESS FAX:

OCCUPATION: MANAGEMENT CONSULTANT

EMPLOYER:

BUSINESS ADDRESS:

TYPE OF BUSINESS:

EDUCATION: BA MATH - CSU LONG BEACH

MBA MANAGEMENT - CSU DOMINGUEZ HILLS

**CIVIC AFFILIATIONS:**

PUBLIC SAFETY COMMISSION  
CALABASAS EMERGENCY RESPONSE PROGRAM  
LOST HILLS SHERIFF'S DEPT - DISASTER COMMUNICATION SERVICE

**COMMUNITY INTERESTS:**

PRESIDENT, THE OAKS OF CALABASAS HOA  
TREASURER, CPHA

**PLEASE GIVE A BRIEF STATEMENT AS TO WHY YOU ARE INTERESTED IN SERVING ON THIS COMMISSION OR BOARD:**

I HAVE SERVED ON THIS COMMISSION FOR THE LAST 5 YEARS AND FOUND THE EXPERIENCE VERY REWARDING. IN ADDITION TO THE GOOD WORK WE HAVE DONE, I'VE BEEN ABLE TO WORK WITH A NUMBER OF OTHER HOA'S IN HELPING THEM PREPARE THEIR COMMUNITIES FOR POTENTIAL DISASTERS.

11/7/2020

DATE:

  
SIGNATURE OF APPLICANT

Please attach any additional information relating to this application and return to the City Clerk, City of Calabasas, 100 Civic Center Way, Calabasas, CA 91302 (818) 224-1600.

INDIVIDUALS WITH DISABILITIES REQUIRING ANY ACCOMMODATION TO PARTICIPATE IN THE APPLICATION AND SELECTION PROCESS MUST INFORM THE CITY OF CALABASAS AT THE TIME THIS APPLICATION IS SUBMITTED. INDIVIDUALS NEEDING SUCH ACCOMMODATIONS MUST DOCUMENT THE NEED FOR SUCH ACCOMMODATION INCLUDING THE TYPE AND EXTENT OF ACCOMMODATIONS NEEDED TO COMPLETE THE APPLICATION FORM, PARTICIPATE IN THE SELECTION PROCESS OR PERFORM THE VOLUNTEER DUTIES/JOB FOR WHICH THEY ARE APPLYING.

**MINUTES OF A REGULAR MEETING OF  
THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA  
HELD WEDNESDAY, JANUARY 13, 2021**

Mayor Bozajian called the Closed Session to order at 7:00 p.m. via Zoom Teleconferencing.

1. Public Employee Appointment - City Manager

Present: Mayor Bozajian, Mayor pro Tem Maurer, Councilmembers Kraut, Shapiro and Weintraub

Mayor Bozajian called the Open Session to order at 7:19 p.m. via Zoom Teleconferencing.

**ROLL CALL**

Present: Mayor Bozajian, Mayor pro Tem Maurer, Councilmembers Kraut, Shapiro and Weintraub

Absent: None

Staff: Bartlett, Hernandez, Klein, Penman and Summers

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Councilmember Weintraub.

**APPROVAL OF AGENDA**

**Councilmember Kraut moved, seconded by Councilmember Shapiro to approve the agenda. MOTION CARRIED 5/0 by Roll Call Vote as follows:**

AYES: Mayor Bozajian, Mayor pro Tem Maurer, Councilmembers Kraut, Shapiro and Weintraub

Mr. Summers reported that the City Council met in Closed Session prior to this meeting and there were no reportable actions.

**ANNOUNCEMENTS/INTRODUCTIONS**

Members of the Council made the following announcements:

Mayor Bozajian:

- Expressed his discontent for the disturbing political riots in Washington, D.C. as well as the vandalism occurring in the City. He stated that the City does not

condone this behavior and ask that witnesses to report incidents to the Lost Hills Sheriff's station.

- Expressed well wishes to former colleague, Bob Sibia for his application to the Oceanside City Council.
- Expressed how sad he was that the City was unable to host annual holiday festivities.
- Thanked the Calabasas Shul for extending an invitation to their Menorah Lighting Ceremony at the Commons.
- Extended an invitation to the annual Calabasas Chamber of Commerce Installation Gala on February 5, where former Mayor Weintraub will be honored with the Spirit of Calabasas award.

Councilmember Kraut:

- Thanked the Council for assisting him getting started as a new Councilmember.
- Encouraged the community to reach out to him via email at any time.

Councilmember Shapiro:

- Welcomed Councilmember Kraut as new member to the City Council.
- Extended an invitation to the Valley of Economic Alliance's Valley of the Stars Gala on January 15.
- Echoed the Mayor's sentiments and expressed his disappointment over the riots in Washington D.C.
- Encouraged everyone to continue working together as there are 853 Covid-19 cases in Calabasas. Vaccine information can be found at LA County Public Health website.
- Wished everyone a happy and healthy 2021.

Councilmember Weintraub:

- Expressed how despicable the riots in Washington D.C. were.
- Expressed her concern for the alarming increase of Covid-19 cases in the City and urged everyone to stay home and continue to social distance.
- Asked that residents report vandalism by taking pictures and report them to the Lost Hills Sheriff's station as soon as possible.

Mayor pro Tem Maurer:

- Welcomed Councilmember Kraut.
- Expressed how troubled she felt about the riots in Washington D.C.
- Encouraged everyone to reflect on Martin Luther King Day on ways to make our Country a safer and better.

## **ORAL COMMUNICATIONS – PUBLIC COMMENT**

Maggie Ineno from A Blue Sky Foundation spoke during public comment.

## **NEW BUSINESS**

1. Consideration and approval of appointments to the Arts Council, Art in Public Places, Communications & Technology, Environmental, Historic Preservation, Library, Parks, Recreation & Education, Planning, Public Safety, Traffic & Transportation Commissions and the Agoura Hills/Calabasas Community Center
2. Oath of Office to appointed Commissioners

**Councilmember Shapiro moved, seconded by Mayor pro Tem Maurer to approve Item No. 1. MOTION CARRIED 5/0 by Roll Call Vote as follows:**

**AYES:** Mayor Bozajian, Mayor pro Tem Maurer, Councilmembers Kraut, Shapiro and Weintraub

Mayor Bozajian administered the Oath of Office to appointed Commissioners.

## **SPECIAL ITEM**

3. Adoption of Resolution No. 2021-1712, appointing Kindon Meik as City Manager and approving proposed Employment Contract

**Councilmember Weintraub moved, seconded by Mayor pro Tem Maurer to approve Item No. 3. MOTION CARRIED 5/0 by Roll Call Vote as follows:**

**AYES:** Mayor Bozajian, Mayor pro Tem Maurer, Councilmembers Kraut, Shapiro and Weintraub

Mr. Kindon extended appreciation for the opportunity to serve as the next City Manager.

## **CONSENT ITEMS**

4. Approval of minutes of October 7, November 6, 10, 13 and 20, December 2, 4 and 9 and 28, 2020
5. Adoption of Ordinance No. 2021-386, amending Section 1.17.080 (Administrative Citations) and Section 1.17.110 (Amount of Administrative Fines and Penalties) of Chapter 1.17 (Administrative Enforcement) of Title 1 (General Provisions) of the Calabasas Municipal Code
6. Adoption of Ordinance 2021-389, revising Calabasas Municipal Code Chapter 5.04 - Motion Picture, Television and Photographic Production

7. Adoption of Resolution 2021-1710, establishing General Business License Tax Rates for Cannabis business activity
8. Adoption of Resolution No. 2021-1711, rescinding Resolution No. 2020-1658 and approving a salary schedule for hourly employees
9. Recommendation to increase contingency amount from \$137,000 to \$162,345 for the 2020 Street Resurfacing Project, Specification No 19-20-04

7. Heather Shaffer from Agoura C Business Services spoke on Consent Item No.

**Councilmember Shapiro moved, seconded by Councilmember Weintraub to approve Consent Item Nos. 4-9. MOTION CARRIED 5/0 by Roll Call Vote as follows:**

AYES: Mayor Bozajian, Mayor pro Tem Maurer, Councilmembers Kraut, Shapiro and Weintraub

**NEW BUSINESS – CONTINUED**

10. Sheriff’s Crime Report – November 2020

**Deputy De Matteo presented the report.**

11. Update of the City’s Rental Registration Program for 2020

**Mr. Klein presented the report.**

12. Council liaisons/external committee appointments

**Council Liaisons:**

Budget Liaison  
Shapiro – Kraut

Commission Procedures/Council Protocols  
Bozajian – Maurer

Economic Development  
Kraut – Weintraub

Public Safety/Emergency Preparedness Task Force  
Shapiro – Weintraub

Open Space/Annexations Liaisons  
Bozajian – Maurer

School Site Liaisons  
Shapiro – Weintraub

Homeless Taskforce  
Weintraub – Kraut

Wireless Service Taskforce  
Weintraub – Shapiro

Redistricting Committee Taskforce  
Bozajian – Maurer

City's 30<sup>th</sup> Anniversary  
Bozajian - Weintraub

**Councilmember Kraut moved, seconded by Mayor pro Tem Maurer to approve Council Liaisons appointments. MOTION CARRIED 5/0 by Roll Call as follows:**

AYES: Mayor Bozajian, Mayor pro Tem Maurer, Councilmembers Kraut, Shapiro and Weintraub

**External Committees:**

Agoura Hills/Calabasas Community Center Joint Powers Authority Board  
Bozajian – Kraut (to be confirmed at a later date)

Calabasas Chamber of Commerce  
Bozajian – Kraut

California Contract Cities Association  
Bozajian – Kraut

California Joint Powers Insurance Authority  
Bozajian – Maurer (alternate)

The Valley Economic Alliance  
Shapiro

Headwaters Corner Interpretive Center Board of Directors  
Weintraub – Kraut



Las Virgenes – Malibu Council of Governments  
Weintraub – Shapiro

League of California Cities  
Bozajian – Kraut

Los Angeles County City Selection Committee  
Mayor or designee

Los Angeles County West Vector & Vector-Borne Disease Control District  
Bozajian

Clean Power Alliance  
Maurer – Shapiro and Bingham (alternates)

Santa Monica Mountains Conservancy Advisory Board  
Maurer

Southern California Association of Governments (SCAG)  
Shapiro

Valley Industry Commerce Association (VICA)  
Shapiro

**Councilmember Weintraub moved, seconded by Mayor pro Tem Maurer to approve Council External Committee appointments. MOTION CARRIED 5/0 by Roll Call as follows:**

**AYES:** Mayor Bozajian, Mayor pro Tem Maurer, Councilmembers Kraut, Shapiro and Weintraub

### **INFORMATIONAL REPORTS**

13. Check Register for the period of October 30-December 29, 2020

**No action taken on this item.**

### **TASK FORCE REPORTS**

Mayor pro Tem Maurer reported her attendance to a Santa Monica Mountains Conservancy meeting.

Councilmember Shapiro reported his participation in a virtual Valley Economic Alliance Diversity meeting. Additionally, he reported his participation on the Valley

Schools Initiative, which is currently seeking mentors for high school students. Moreover, he participated in SCAG meetings for the CHD and Regional Council. Lastly, he reported he was reappointed and will be attending the League of California Cities Policy committee on January 15.

Councilmember Weintraub reported her participation in the SCAG Transportation Committee meeting. Additionally, she attended a COG meeting to discuss housing bills.

Mayor Bozajian reported his participation in several reorganization meetings, HOA meetings, the League of California Cities and the California Contract Cities Association.

### **CITY MANAGER'S REPORT**

Mr. Penman reported that the Director of Public Safety, Jim Jordan, has been in contact with the LA County regarding vaccine distribution. Additionally, he participated in a COG conference call with Captain Becerra to discuss the events that occurred in Washington D.C. and local planning for inauguration day.

### **FUTURE AGENDA ITEMS**

Mayor Bozajian requested that remaining Commission appointments be scheduled for the January 27 Council meeting. Additionally, the item regarding the Clean Power Alliance will also be scheduled for the same meeting.

Mayor pro Tem Maurer requested that the Environmental Commission review and make recommendations to the City Council regarding gas leaf blowers.

Councilmember Weintraub requested that Community Services provide an update regarding distanced City events.

Councilmember Kraut requested an orientation and training for appointed Commissioners.

### **ADJOURN**

The City Council recessed to Closed Session at 9:11 p.m.

Mayor Bozajian called the Closed Session to order at 9:15 p.m. via Zoom Teleconferencing.

Present: Mayor Bozajian, Mayor pro Tem Maurer, Councilmembers Kraut, Shapiro and Weintraub

2. Conference with Real Property Negotiator  
(Gov't Code §54956.8)  
Property Address: 27040 Malibu Hills Rd, Calabasas, CA 91301  
Agency Negotiator: Don Penman, Interim City Manager  
Negotiating Party: City of Agoura Hills  
Under Negotiation: Price and Terms of Payment.

There were no reportable actions on the Closed Session.

The meeting adjourned at 10:20 p.m. to a regular meeting scheduled on Wednesday, January 27, 2021, at 7:00 p.m.

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Maricela Hernandez, City Clerk  
*Master Municipal Clerk*  
*California Professional Municipal Clerk*



**CITY of CALABASAS**

**CITY COUNCIL AGENDA REPORT**

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**DATE:** JANUARY 14, 2021

**TO:** HONORABLE MAYOR AND COUNCILMEMBERS

**FROM:** DON PENMAN, INTERIM CITY MANAGER

**BY:** MARICELA HERNANDEZ, MMC, CPMC, CITY CLERK *MHC*

**SUBJECT:** ADOPTION OF RESOLUTION 2021-1713, REAFFIRMING AND EXTENDING THE EXISTENCE OF A LOCAL STATE OF EMERGENCY DUE TO THE COVID-19 PANDEMIC

**MEETING**

**DATE:** JANUARY 27, 2021

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**SUMMARY RECOMMENDATION:**

Staff recommends the City Council adopt Resolution No. 2021-1713, reaffirming and extending the existence of a Local State of Emergency due to the Novel Coronavirus COVID-19 Pandemic.

**REPORT:**

On March 16, 2021, the City Manager, acting as the Director of Emergency Services, proclaimed a local emergency in the City of Calabasas due to the Novel Coronavirus COVID-19 Pandemic, following the issuance of state and federal emergency declarations. On March 16, 2020, the City Council ratified the local emergency declaration.

On March 16, 2020 the City Manager, acting as the Director of Emergency Services, issued Executive Order No. 1, closing certain businesses within the City, imposing operational restrictions on other certain businesses, and imposing a temporary moratorium on residential evictions within the City for the duration of the emergency.

On March 17, 2020, the City Manager, acting as the Director of Emergency Services, issued Executive Order No. 2, closing certain additional businesses in response to the Novel Coronavirus. On March 18, 2020, the City Manager, acting as the Director of Emergency Services, issued Executive Order No. 3, imposing a temporary moratorium on commercial tenant evictions within the City for the duration of the emergency. On March 19, 2020, the City Manager, acting as the Director of Emergency Services, issued Executive Order No. 4, banning public and private gatherings outside a residence. On March 27, 2020, the City Manager, acting as the Director of Emergency Services, issued Executive Order No. 5, closing trails and imposing price-gouging regulations.

Further, on April 8, 2020, the City Manager, acting as the Director of Emergency Services, issued Executive Order No. 6, requiring face coverings and social distancing plans for construction and real estate businesses. On April 16, 2020, the City Manager, acting as the Director of Emergency Services, issued Executive Order No. 7, expanding the face-covering requirement.

On May 6, 2020, the City Manager, acting as the Director of Emergency Services, issued Executive Order No. 8, opening certain trails and greenspaces for passive outdoor recreation and reopening limited retail and other businesses that had previously been closed, provided social distancing protocols are implemented. On May 13, 2020, the City Manager, acting as the Director of Emergency Services, issued Executive Order No. 9, ordering the opening of City and homeowners' association owned or other privately owned tennis courts, pickle ball courts, and equestrian facilities solely for outdoor recreation. On May 19, 2020 the Community Development Director, acting as the First Alternate Director of Emergency Services, issued Executive Order No. 10, allowing the reopening of certain businesses within the City as determined by, and in compliance with the requirements set by, the Los Angeles County Public Health Officer's Safer at Home Order for Control of COVID-19.

On June 3, 2020, the City Manager, acting as the Director of Emergency Services, issued Executive Order No. 11, allowing for restaurants to establish or expand dining areas. On June 17, 2020, the City Manager, acting as the Director of Emergency Services, issued Executive Order No. 12, allowing the reopening of parking lots and restrooms at De Anza Park and other park and recreation facilities within the City.

On June 25, 2020 the City Manager, acting as the Director of Emergency Services, issued Executive Order No. 13, rescinding Executive Order No. 2020-01, which restricted residential evictions for inability to pay rent due to circumstances related to the COVID-19 pandemic. In addition, rescinding Executive Order No. 2020-03, which, restricted commercial evictions for inability to pay rent due to circumstances related to the COVID-19 pandemic.

On July 17, 2020, the City Manager, acting as the Director of Emergency Services, issued Executive Order No. 14, allowing for any business located within the City to establish or expand outdoor operations areas, provided they follow guidelines set by the City; and allowing for any gym or fitness business to establish outdoor operations areas in open areas of a public park, provided they follow guidelines set by the City.

On September 23, 2020, the City Council reaffirmed and extended the existence of a Local State of Emergency due to the Novel Coronavirus COVID-19 Pandemic.

On October 5, 2020, the City Manager, acting as the Director of Emergency Services, issued Executive Order No. 15, allowing for outdoor playgrounds, park restrooms, tennis courts, swimming pools, and related parking lots located outdoors in the City may be opened to the public subject to the restrictions stated in the California Department of Public Health Guidelines on Outdoor Playgrounds and other Outdoor Recreational Facilities.

On October 30, 2020, the City Manager, acting as the Director of Emergency Services, issued Executive Order No. 16, prohibiting all motion picture, television, or still photography production for commercial purposes on residential property, except for those types of filming exempted from a City filming permit requirement by Calabasas Municipal Code Section 5.04.050.

On November 10, 2020, the City Council reaffirmed and extended the existence of a Local State of Emergency due to the Novel Coronavirus COVID-19 Pandemic.

On December 9, 2020, the City Council reaffirmed and extended the existence of a Local State of Emergency due to the Novel Coronavirus COVID-19 Pandemic.

Under Calabasas Municipal Code section 2.44.060(a), the City Council must confirm such orders at the earliest practicable time. Under Government Code section 8630(c), Council must review the need for continuing the local emergency at least once every 60 days until the Council adopts a resolution terminating the local emergency. Staff, therefore, recommends that the City Council adopt Resolution 2020-1704, confirming the issuance of Executive Orders to protect public health and safety by the City Manager, acting as the Director of Emergency Services and deem that the local emergency continue to exist till Council has proclaimed its termination.

**ATTACHMENT:**

Resolution No. 2021-1713

**ITEM 4 ATTACHMENT  
RESOLUTION NO. 2021-1713**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
CALABASAS, CALIFORNIA, REAFFIRMING AND EXTENDING  
THE EXISTENCE OF A LOCAL STATE OF EMERGENCY DUE TO  
THE NOVEL CORONAVIRUS COVID-19 PANDEMIC.**

**WHEREAS**, conditions of extreme peril to the safety of persons have arisen and continue to exist within the City of Calabasas as the result of conditions surrounding the Novel Coronavirus COVID-19 Pandemic; and

**WHEREAS**, the Governor has declared a State Health Emergency in response to the Novel Coronavirus COVID-19 Pandemic; and

**WHEREAS**, on March 13, 2020, the President of the United States declared a national emergency as a result of COVID-19; and

**WHEREAS**, the COVID-19 pandemic, if fully manifested, poses extreme peril to the health and safety of persons and property within the City and are, or are likely to be, beyond the control and capacity of the services, personnel, equipment and facilities of the City; and

**WHEREAS**, Calabasas Municipal Code section 2.44.060 empowers the Director of Emergency Services to proclaim the existence or threatened existence of a local emergency when said City is affected or likely to be affected by a public calamity and the City Council is not in session; and

**WHEREAS**, the City Manager, acting as the Director of Emergency Services did proclaim the existence of a local emergency within the City on the 16<sup>th</sup> day of March 2020, and issued Executive Orders to protect public health and safety; and

**WHEREAS**, the City Council of the City of Calabasas ratified the proclamation of a local emergency on March 16, 2020, by adoption of Resolution No. 2020-1672; and

**WHEREAS**, the City Manager issued several Executive Orders, acting as the Director of Emergency Services under Calabasas Municipal Code section 2.44.060, to protect the public health and safety of persons and property within the City; and

**WHEREAS**, the City Council of the City of Calabasas ratified the previous Executive Orders issued by the City Manager/Director of Emergency Services under

the Proclamation of the Existence of a Local Emergency on March 25, 2020, by adoption of Resolution No. 2020-1674; and

**WHEREAS**, the City Council of the City of Calabasas ratified further Executive Orders issued by the City Manager/Director of Emergency Services under the Proclamation of the Existence of a Local Emergency on April 22, 2020, by adoption of Resolution No. 2020-1678; and

**WHEREAS**, the City Council of the City of Calabasas ratified further Executive Orders issued by the City Manager/Director of Emergency Services under the Proclamation of the Existence of a Local Emergency on May 18, 2020, by adoption of Resolution No. 2020-1681; and

**WHEREAS**, the City Council of the City of Calabasas ratified further Executive Orders issued by the City Manager/Director of Emergency Services under the Proclamation of the Existence of a Local Emergency on June 10, 2020, by adoption of Resolution No. 2020-1686; and

**WHEREAS**, the City Council of the City of Calabasas ratified further Executive Orders issued by the City Manager/Director of Emergency Services under the Proclamation of the Existence of a Local Emergency on June 24, 2020, by adoption of Resolution No. 2020-1692; and

**WHEREAS**, the City Council of the City of Calabasas ratified further Executive Orders issued by the City Manager/Director of Emergency Services under the Proclamation of the Existence of a Local Emergency on August 5, 2020, by adoption of Resolution No. 2020-1697; and

**WHEREAS**, the City Council of the City of Calabasas ratified the proclamation of a local emergency on September 23, 2020, by adoption of Resolution No. 2020-1703; and

**WHEREAS**, the City Council of the City of Calabasas ratified further Executive Orders issued by the City Manager/Director of Emergency Services under the Proclamation of the Existence of a Local Emergency on October 14, 2020, by adoption of Resolution No. 2020-1706; and

**WHEREAS**, the City Council of the City of Calabasas ratified further Executive Orders issued by the City Manager/Director of Emergency Services under the Proclamation of the Existence of a Local Emergency on November 10, 2020, by adoption of Resolution No. 2020-1709; and



**WHEREAS**, the City Council of the City of Calabasas ratified the proclamation of a local emergency on December 9, 2020, by adoption of Resolution No. 2020-1704; and

**WHEREAS**, Calabasas Municipal Code Section 2.44.060 empowers the City Council to confirm the Executive Orders issued to protect public health and safety, and

**WHEREAS**, Government Code Section 8630, subdivision c, requires that the City Council review the need for continuing the local emergency at least once every 60 days.

**NOW THEREFORE, IT IS HEREBY RESOLVED**, by the City Council of the City of Calabasas reaffirms the City Manager/Director of Emergency Services' Proclamation of the Existence of a Local Emergency and declares that a local state of emergency continues to exist within the City of Calabasas.

**BE IT FURTHER RESOLVED that** the local emergency shall be deemed to continue to exist until its termination is proclaimed by the City Council of the City of Calabasas.

**BE IT FURTHER RESOLVED that** the Executive Orders issued by the City Manager/Director of Emergency Services are hereby reconfirmed.

The City Clerk shall certify to the adoption of this resolution and shall cause the same to be processed in the manner required by law.

**PASSED, APPROVED AND ADOPTED this 27<sup>th</sup> day of January 2021.**

\_\_\_\_\_  
James R. Bozajian, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Maricela Hernandez, City Clerk  
*Master Municipal Clerk*  
*California Professional Municipal Clerk*

\_\_\_\_\_  
Scott H. Howard  
Colantuono, Highsmith & Whatley, PC  
City Attorney



**CITY *of* CALABASAS**  
**CITY COUNCIL AGENDA REPORT**

---

**DATE: JANUARY 14, 2021**

**TO: HONORABLE MAYOR AND COUNCILMEMBERS**

**FROM: THOMAS BARTLETT, A.I.C.P., CITY PLANNER**

**SUBJECT: DISCUSSION OF RENT STABILIZATION OPTIONS FOR RENTAL HOUSING PROPERTIES IN CALABASAS**

**MEETING DATE: JANUARY 27, 2021**

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**SUMMARY RECOMMENDATION:**

Staff recommends that the City Council discuss available options for a rent stabilization policy or ordinance. To assist with the discussion, staff has assembled the information in this report.

**BACKGROUND:**

Rent stabilization (also referred to as rent control) is a program and process administered by a governmental agency restricting the amount or rate of rent increases for rental apartments and/or mobile home communities within the agency's jurisdiction. Where rent stabilization programs are not in place, the rental amounts and rates of rent increases are determined by the market forces of supply, demand, and competition among and between various rental housing properties serving a particular area and providing similar types and qualities of housing. Meanwhile, AB 1482, which went into effect January 2020, limits annual increases to five percent plus inflation and requires just cause for eviction. However, it is unclear how the State (much less local cities and counties) would enforce this statutory requirement.

Rent Stabilization programs are rare. In California, only 31 cities (approximately 6% of the 482 cities in the State) and only two counties (3.5% of 58 counties in the State) have enacted and maintain rent stabilization laws governing rentals of apartments, mobile homes, or both. Below is a listing of the California cities and counties with rent stabilization programs.

<b>Rent Stabilization for Apartments</b>	
Berkeley	Palm Springs
Beverly Hills	San Francisco
East Palo Alto	San Jose
Hayward	Santa Monica
Los Angeles (City of)	Thousand Oaks [ <i>Pre-1988 tenancies</i> ]
Los Gatos	West Hollywood
Oakland	

<b>Rent Stabilization for Mobile Home Communities</b>	
Calistoga	Redlands
Concord	Rohnert Park
Cotati	Santa Cruz County (Unincorp. Areas)
Escondido	San Jose
Fontana	San Juan Capistrano
Grover Beach	Santa Rosa
Malibu	Sonoma County
Milpitas	Thousand Oaks
Morgan Hill	Union City
Novato	Windsor
Pleasanton	Yucaipa

The State of California has set some limits on the power of a local government to regulate rents. In 1995, the California legislature passed the Costa-Hawkins Rental Housing Act (AB 1164). Among other things, Costa-Hawkins allows property owners to set rental rates as they wish when there is a change in unit vacancy (known as “vacancy decontrol”). In addition, Costa-Hawkins prohibits interfering in a property owner’s ability to set rents for any unit (to include any single-family home or condominium) that received a certificate of occupancy after February 1, 1995. Subsequently, the State Legislature in 2019 passed the Tenant Protection Act (AB 1482), which was signed by the governor and took effect on January 1, 2020. Applicable to all jurisdictions across the state, the Tenant Protection Act is designed to prevent “egregious” rent hikes. The Tenant Protection Act applies to

all housing located in the State of California (although there are some specified exceptions, including mobile homes<sup>a</sup>), and generally provides for the following:

- Created an annual statewide rent increase cap of 5% plus Consumer Price Index (CPI) or 10% (whichever is lower) on all rental housing, with specified exemptions.
- Exempted units already subject to a local rent control ordinance that restricts annual rent increases to an amount less 5% plus CPI.
- Requires just cause for a landlord to terminate a tenancy and relocation assistance (generally one month's rent) for no-fault evictions.
- Prohibits a tenant from waiving their rights to these protections. Any agreement to do so by the tenant is considered void as contrary to public policy.
- The Act will expire on January 1, 2030 (unless extended).

### ***Existing Deed Restricted Affordable Housing***

The state Tenant Protection Act exempts existing deed-restricted affordable housing units, such as units approved via a density bonus and restricted to rent levels affordable to persons at a very low income level as defined by the state, from the Act's rent increase limits. Staff has briefly evaluated the question of whether the City could impose its own rent stabilization law, if enacted, to further limit rent increases for deed-restricted affordable units, and has concluded that state law preempts the City from further limiting deed-restricted affordable units' rent, if those units exist under the density bonus statutes. This is because the state Density Bonus law dictates that the rent for affordable units, approved under that law, shall be the rates set by the state housing law for that applicable unit type, e.g. very-low or low income. (See Government Code § 65915, subd. (c)(1)(B); § 50053.) Similar, for those deed-restricted affordable units that exist by a bond covenant, the bond covenants are existing contracts that set the specific rent rates for those units, preempting further limits by the City. The City might be able to impose such limits through the emergency powers, for the duration of the

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<sup>a</sup> AB 1482 and its tenant protections do not apply to mobile homes and mobile home parks and specifically excludes mobile home parks by limiting application to "owners" of "residential rental property" only. (Cal. Civ. Code § 1947.12, subd. (g)(1) [""Owner" and "residential real property" shall have the same meaning as those terms are defined in Section 1954.51."]; Cal. Civ. Code, § 1954.51, subd. (b) [""Owner" includes any person, acting as principal or through an agent, having the right to offer residential real property for rent, and includes a predecessor in interest to the owner, except that this term does not include the owner or operator of a mobilehome park, or the owner of a mobilehome or his or her agent."].)

pandemic-related emergency, and can evaluate that option further if desired by the City Council.

### ***Mobile Homes***

The Mobile Home Residency Law<sup>b</sup> does not regulate how much rent can be charged or increased for mobile home tenants. However, state law does require a 90-day advance written notice to mobile home space tenants before a rent increase for all rental agreements. Under new State law (Assembly Bill 2782, which took effect January 1, 2021 and will last until January 1, 2025 unless extended, but applying retroactively to certain leases), leases signed before February 13, 2020 and lasting more than one year are exempt from any local rent control ordinance now in existence or enacted in the future, if certain specified conditions are met.<sup>c</sup> For leases signed on or after February 13, 2020, under AB 2782, any such waiver of the protections of any local rent control ordinance will be invalid and preempted by statute.<sup>d</sup> Subject to potential court confirmation for any given lease, the new law's preemption of local rent control protection waivers in a long-term lease signed on or after February 13, 2020 does not automatically invalidate the lease itself, as the remainder of the lease would remain enforceable, minus the preempted provisions.<sup>e</sup> Under the law, a city may enact a mobile home space rent stabilization law, subject to the following state-required exceptions: 1) if a mobile home space within a mobile home park is not the principal residence of the homeowner and the homeowner has not rented the mobile home to another party, it shall be exempt; 2) new construction shall be exempt; and 3) rental agreements in excess of 12 months entered into before February 13, 2020 and meeting certain other conditions would be exempt. In adopting a mobile home rent stabilization law, a city would need to adopt defined limits on rent increases, create a hearing process (to include a decision-making commission or board) to allow mobile home park owners to apply for variances or exceptions, ensure that the stabilized rent rates still provide mobile home park owners a reasonable rate of return on their documented investments into the park, and can create an ombudsperson for mobile home tenants to seek redress under the ordinance.

### ***Rent Stabilization Options for Apartments and Similar Residential Tenancies***

Rent stabilization is a local regulation set by city ordinance, within the limits of the Costa-Hawkins Act.<sup>f</sup> The Costa-Hawkins Act allows a City to enact a rent control ordinance applicable to apartments and multi-family housing (but not single-family

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<sup>b</sup> Civil Code § 798 et seq.

<sup>c</sup> Civil Code § 798.17.

<sup>d</sup> Civil Code section 798.17, as amended by Assembly Bill 2782, § 2, to take effect on January 1, 2021, with retroactive effect back to February 13, 2020.

<sup>e</sup> Civil Code, §§ 798.19 and 798.77.

<sup>f</sup> Civil Code, § 1954.50, et seq.

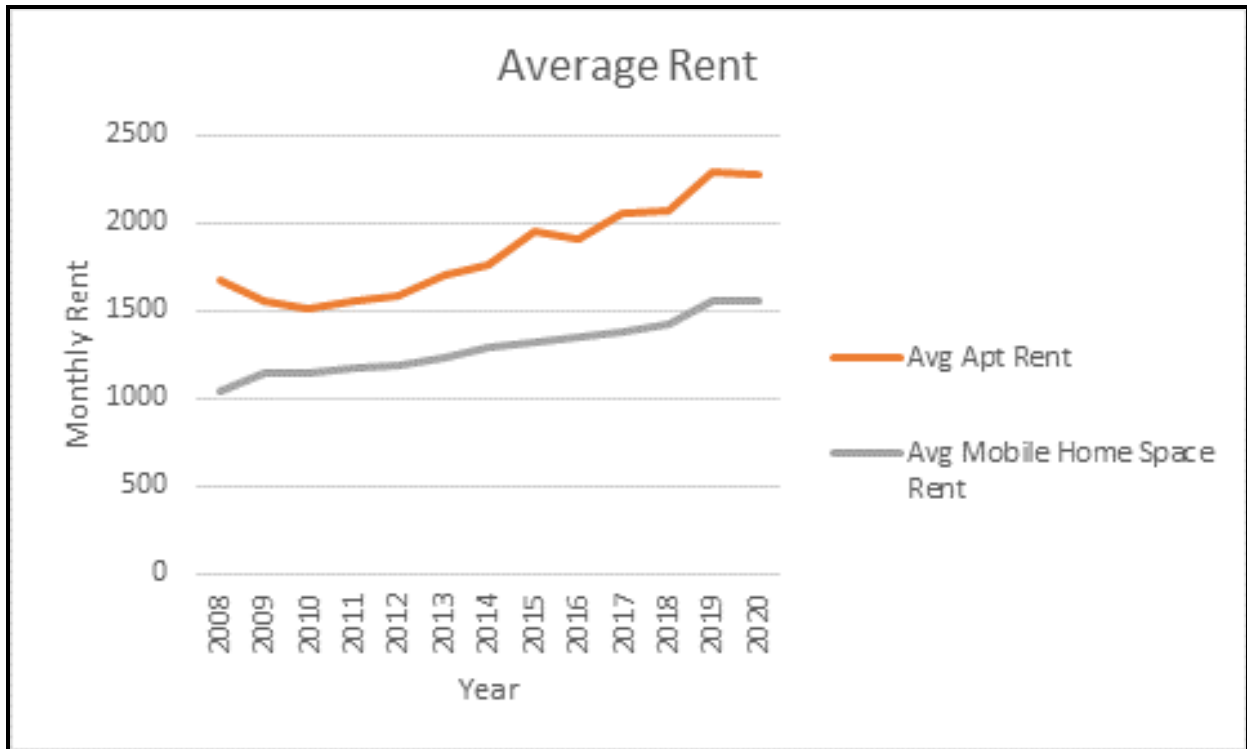
homes or condominiums) which were approved for occupancy prior to February 1, 1995. Effectively, this means that rent control, if adopted by the City, would apply to only multi-family housing first occupied before February 1, 1995; any property constructed and approved for occupancy after February 1, 1995 would not be subject to rent control. Under the limits of the Costa Hawkins Act, a new city rent stabilization ordinance can limit only the amount of rent increases year to year during each tenancy in units first occupied before February 1, 1995. Upon any vacancy, a landlord can charge to a new tenant any amount that the market will bear, subject to certain exceptions.<sup>9</sup> Unless the Costa Hawkins Act is repealed or amended (see the discussion of Proposition 21 later in this report), the city cannot limit the initial rental rate for each new tenancy. If desired, staff can bring forward a further discussion of options to adopt a rent stabilization ordinance, within the current limits of the Costa Hawkins Act, as it applies now.

Presently in Calabasas no rent stabilization policies have been adopted or programs implemented. However, Calabasas does administer a Rental Registration Program, which allows the City to monitor rent amounts and rates of increase on a yearly basis for the various apartment communities located in the City, as well as for the city's lone mobile home park (Calabasas Mobile Estates) and any other properties where six or more of the housing units are owned by the same person or entity.

Since the inception of the City's Rental Registration Program in 2004, staff in the Community Development Department have tracked and reported annually on the average monthly rent amounts and the average rates of rent increases from prior years for six local apartment communities, Calabasas Village Mobile Home Estates, and two other (small-scale) rental property owners. The chart below summarizes the overall local rental housing market trends documented via the City's Rental Registration Program during this timeframe.

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<sup>9</sup> Civil Code, § 1954.53.



Average rents for apartment units increased by an average of 36% over the 12-year timeframe, while average rents for mobile home spaces increased by an average of 49%.

Meanwhile, as staff has been conducting background research in support of the General Plan Housing Element Update, the following information has come to light regarding the City’s current rental housing market. As of June, 2020, local apartment rents averaged \$2,100 for a 1-bedroom unit, \$2,600 for a 2-bedroom unit, and \$3,100 for a 3-bedroom unit. These average rents exceed moderate income affordability. Also, local complexes were averaging an exceptionally low 4% rental vacancy rate, which is below ideal for tenant mobility and competitive pricing. As a result, 62% of renters face overpayment (>30% income spent on rent); and 41% face severe overpayment (>50% income spent on rent)

**EXISTING AFFORDABLE HOUSING POLICIES AND PROGRAMS IN CALABASAS**

In addition to the Rental Registration Program already discussed, the City employs a number of other policies and programs geared toward increasing and maintaining the availability of affordable housing in Calabasas.

The following policies from the 2030 General Plan Housing Element pertain to affordable housing:

- **Policy V-1** Preserve the character, scale and quality of established residential neighborhoods.
- **Policy V-2** Offer rehabilitation and home improvement assistance to low and moderate income households, seniors and the disabled.
- **Policy V-4** Undertake proactive steps to preserve existing assisted rental housing at-risk of conversion to market rents.
- **Policy V-5** Encourage retention of Calabasas Village Mobile Estates as mobile home park use to provide a relatively affordable form of housing, and maintain permanent mobile home park zoning.
- **Policy V-6** To the extent financially feasible, provide limited rental assistance to extremely low and lower income, senior, and disabled tenants to address increasing rents in the community. Maintain a rent database to track changes in the local rental market.
- **Policy V-7** Maintain the City's condominium conversion ordinance to preserve the City's existing rental housing stock.
- **Policy V-8** Provide site opportunities for development of housing that respond to the diverse housing needs of Calabasas residents and workforce in terms of density, location and cost.
- **Policy V-9** Provide opportunities for multi-family housing and mixed use development consistent with the City's regional housing needs requirement (RHNA), as mandated by the State.
- **Policy V-10** Provide for the development of second units in existing single-family neighborhoods to provide additional opportunities for rental housing which conforms to the development standards within the underlying zone.
- **Policy V-12** Continue to require new housing development to set-aside a portion of units for lower and moderate income households through the Inclusionary Housing Ordinance. Only if that is not economically feasible, allow for payment of an in-lieu fee, but this is considered the less desirable alternative.
- **Policy V-13** Support the provision of affordable housing to employees in Calabasas through the Commercial/Industrial Development Impact Fee Program.
- **Policy V-14** Provide financial and/or regulatory incentives to facilitate the development of affordable housing.



- **Policy V-15** Encourage affordable housing units to be dispersed throughout a project, and not grouped together in a single area.
- **Policy V-17** Offer regulatory incentives and concessions, including density bonuses, to offset or reduce the costs of developing affordable housing.
- **Policy V-20** Address the special housing needs of persons with disabilities through provision of supportive housing, homeowner accessibility grants, zoning for group housing, reasonable accommodation procedures and encouraging universal design.
- **Policy V-21** Support the development and maintenance of affordable senior rental and ownership housing and supportive services to facilitate maximum independence and the ability of seniors to remain in their homes and/or in the community.

Meanwhile, Table V-5 from the 2030 General Plan Housing Element summarizes the City’s various housing programs, which implement the adopted policies (see Attachment A).

### RENT STABILIZATION EFFORTS IN NEARBY JURISDICTIONS

Most local jurisdictions augment the supply of affordable housing using many of the same programs employed by Calabasas (e.g., Inclusionary Housing, Density Bonus, Affordable Housing Trusts, etc.). Some cities also employ additional affordable housing strategies and programs, such as operation of a local housing agency (or participation in a multi-jurisdictional agency), and two jurisdictions utilize in at least some manner of rent stabilization.

The table below summarizes the types of affordable housing assistance (programs) offered by the cities of Agoura Hills, Westlake Village, Thousand Oaks, Malibu, and Camarillo, as compared with Calabasas.

CITY	AFFORDABLE HOUSING PROGRAMS OFFERED						
	Inclusionary Housing	Density Bonus	Trust Fund	Register & Report	Rental Assistance	Housing Agency	Rent Stabilization
Calabasas	X	X	X	X	X		
Agoura Hills	X	X	X	X			
Westlake Village	X	X	X	X			
Camarillo	X	X	X	X			
Thousand Oaks	X	X	X	X	X	X	X
Malibu	X	X	X				X

Locally, rent stabilization programs have been established and are administered in only the Cities of Thousand Oaks (for mobile home communities and for pre-1988 apartment tenancies) and Malibu (for only mobile home communities).

In the City of Thousand Oaks rent amounts and allowable rent increases for more than 1,100 total dwelling units are established by a Rent Adjustment Commission. These dwelling units are scattered across 26 different apartment and mobile home complexes throughout the city. However, it is important to note that Thousand Oaks is thirty years older than the City of Calabasas, and the City operated a redevelopment agency (RDA) for quite a long time. The Thousand Oaks Redevelopment Agency was empowered to acquire, hold and sell land, obtain funding via grants, loans, and taxes (primarily tax increment financing), and to own and manage housing either solely or in partnership with other entities. Moreover, RDAs accomplished a lot of affordable housing for cities because they could leverage their land holdings to obtain or assist with financing. However, on February 1, 2012 (by legislative act -- AB 126) all redevelopment agencies in California were dissolved, including the Thousand Oaks Redevelopment Agency. Subsequently, the City of Thousand Oaks elected to retain all housing assets and functions of the former RDA. Fourteen of the complexes with at least some of the units governed by the City's rent control requirements were previously assets of the now defunct Thousand Oaks RDA.

Thousand Oaks also is a participant in the Area Housing Authority of Ventura County, which administers subsidized housing programs in the City of Thousand Oaks, such as Section 8 vouchers/certificates, public housing and the city's Tenant Based Rental Assistance Program. Another unique affordable housing resource in Thousand Oaks is Many Mansions, a not-for-profit agency which owns and manages affordable apartments within the city and provides housing counseling and advice on tenant/landlord issues ([www.manymansions.org](http://www.manymansions.org)).

The City of Malibu maintains a mobile home park rent control program (regulations adopted by ordinance, and the program is administered through the office of the City Manager). The program regulates maximum allowable rents and limits rent increases for three mobile home communities. As an outcome of Malibu's most recent Housing Element (5<sup>th</sup> RHNA cycle), the City established an Affordable Housing Overlay that allows multi-family or mixed-use development by-right at a density of 20 units/acre for projects which include affordable housing. The city also has recently initiated an affordable housing trust fund.

No rental stabilization program is in place in the City of Agoura Hills. Although, like Thousand Oaks, the City of Agoura Hills had operated a redevelopment agency for a short period of time. The Agoura Hills RDA had begun work on two different affordable housing projects before the State took action in 2012 to dissolve RDAs.

However, unlike Thousand Oaks, the City of Agoura Hills did not assume the agency's role, and the planned affordable housing projects were never constructed. Agoura Hills otherwise offers the same range of affordable housing incentives and assistance as Calabasas, except for rental assistance.

## **FEDERAL, STATE, AND COUNTY REGULATION OF EVICTIONS DURING THE PANDEMIC**

### *AB 3088*

The State has enacted AB 3088<sup>h</sup> which bars eviction of residential renters for payments they missed from March, when the COVID-19 pandemic first struck, through August 31. From September through Jan. 31, if renters come up with 25% of the rent they owe, they will also be protected from eviction. Renters can pay that 25% at any time before Jan. 31, 2021.

AB 3088 does not bar all evictions however, as landlords will be able to proceed with eviction cases for certain lawful causes — meaning a basis for eviction that is permissible under federal, state law, or local law — other than non-payment of rent or other charges under the rental agreement. From October 5, 2020, a landlord will be able to proceed with an eviction case if the grounds for the eviction is nonpayment of rent or other charges. However, the landlord must serve a notice giving the tenant a 15 business-day window in which to make one of the following choices: pay the demanded amount, vacate the premises, or return a declaration to the landlord, signed under penalty of perjury, indicating that the tenant cannot pay the demanded amount because of a COVID-19 related financial hardship (as defined in the bill as hardship directly related to an COVID-19 impact such as loss of income). A tenant can then not be evicted for COVID-19 rental debt accrued between March 1, 2020 and August 31, 2020. A tenant may also not be evicted for COVID-19 rental debt accrued between September 1, 2020 and January 31, 2021—if the tenant pays 25% of the rent and other charges due during this period before this period ends. However, a tenant may be required by the landlord to submit a new declaration form for each rental payment that comes due between September 1, 2020 and January 31, 2021.

From February 1, 2021, landlords will be able to proceed with eviction cases under pre-COVID laws against those tenants who had a COVID-19 related financial hardship but failed to pay 25% of their rent between September 1, 2020 and January 31, 2021, as well as any tenant who fails to timely pay their rent going forwards. The bill prevents any renewal, modification, or adoption, between August 19, 2020 and January 31, 2021, of any local ordinance (at county or city level) meant to prevent evictions in response to COVID-19. Existing ordinances will

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<sup>h</sup> Cal Civ. Code § 798 et seq.

continue to apply until they expire. If a local ordinance gives tenants a period in which to pay off an unpaid rental balance, that period must begin at least by March 1, 2021 and has to end no later than March 31, 2022. These required repayment periods apply within the City, by virtue of the County's limited evictions moratorium.

### ***CDC Moratorium***

The federal Centers for Disease Control (CDC) have issued a public agency order ("Order") to temporarily halt residential evictions. Under the Order, a landlord, owner of a residential property, or other person with a legal right to pursue eviction or possessory action, shall not evict any covered person from any residential property in any jurisdiction to which the order applies during the effective period of the Order. The effective period began on September 4, 2020 and was set to expire on December 31, 2020 but was extended until January 31, 2021 by Congress in its December 2020 Consolidated Appropriations Act. The Order does not apply in any State, local, territorial, or tribal area with a moratorium on residential evictions that provides the same or greater level of public-health protection than the requirements listed in the Order.

The Order applies to individual renters who expect to earn less than \$99,000 this year on their own or less than \$198,000 if they file jointly. It also applies to any renter who did not report income in 2019 or received a stimulus check earlier this year. To qualify, tenants must file sworn declarations that eviction would leave them homeless or force them into "close quarters in a new congregate or shared living setting," and tenants must affirm that they have "used best efforts to obtain all available government assistance for rent or housing." Under the Order, renters who qualify will still owe accrued back rent and landlords are not stopped from charging or collecting rent.

### **Los Angeles County Eviction Moratorium**

Los Angeles County has implemented a moratorium on evictions for non-payment of rent due to financial hardship caused by COVID-19. The County's moratorium runs through February 28, 2021. The County's moratorium is partially preempted by AB 3088 and its required repayment period timelines, but does provide additional protections to tenants experiencing a financial hardship due to the COVID-19 pandemic, including within the City. The County may act to further extend its moratorium on evictions for certain qualifying persons.

## **PROPOSITION 21**

Proposition 21 was a statewide initiative on the ballot that was rejected by voters on November 3<sup>rd</sup>, 2020. Proposition 21 would have replaced Costa-Hawkins and would have allowed local governments to adopt rent control on some housing units that were more than 15 years old.

### **FISCAL IMPACT/SOURCE OF FUNDING:**

This item is a discussion only, with no specific action required of the City Council; therefore, no fiscal impacts will result from this report.

Meanwhile, it should be noted that establishment and operation of a rent stabilization program is a substantial undertaking, with many moving parts and legal entanglements. Consequently, such an endeavor is expensive. For example, the City of Burbank previously considered rent stabilization -- an initiative was on the local ballot for voter consideration on November 3, 2020, and failed. The analysis of that proposed program, prepared by Burbank city staff and a consultant, yielded an estimate of the potential costs to the City of Burbank as high as \$1,800,000 for program start-up and \$4,000,000 per year for operation, had the program passed. Although such a program in the City of Calabasas would be substantially smaller in scale, with correspondingly lower costs, initiating a rent stabilization program in Calabasas would nonetheless be costly. Furthermore, the year-to-year operation of a rent stabilization program would be significantly cost burdened to the city, with very few potential revenue components, aside from a reasonable registration fee for landlords subject to the program.

### **REQUESTED ACTION:**

Staff recommends that the City Council discuss options for a rent stabilization policy and ordinance.

### **ATTACHMENTS:**

Attachment A: Table V-5 from 2014 – 2021 Housing Element

CITY OF CALABASAS  
2030 GENERAL PLAN

**V. HOUSING ELEMENT 2014-2021 UPDATE**

**Table V-5  
Housing Programs Summary**

Housing Program	Program Goal	2014-2021 Objective(s)	Time Frame	Funding Source	Responsible Department
<b>Conserving the Existing Supply of Housing</b>					
1. Single-family Rehabilitation Program	Provide grants and loans to lower income homeowners to help improve their homes.	Assist 5 households annually, for 40 units over the planning period.	2014-2021	CDBG	Community Development Dept (Planning Division)
2. Home Repair Program (New)	Assist low and moderate income homeowners of dilapidated properties address code violations.	Coordinate with code enforcement to identify low/mod homeowners and provide loans on as needed basis.	2014-2021	Affordable Housing Fund	Community Development Dept (Planning Division)
3. Rental Assistance Program	Provide assistance to lower income, senior and disabled households at-risk of displacement due to rising rents.	Provide ongoing assistance to 50 households, contingent on funding.	2014-2021	General Fund	Community Development Dept (Planning Division)
4. Rental Registration Program	Monitor rent levels in the community and ensure 60 day notification of any rent increase of 5% or greater.	Continue to maintain the rental database.	Update the database on an annual basis.	General Fund	Community Development Dept (Planning Division)
5. Mobile Home Park Preservation	Preserve the existing stock of mobile homes in the community.	Provide tenants information on MPROP funding as appropriate.	2014-2021	General Fund; State MPROP funds	Community Development Dept (Planning Division)
6. Preservation of Assisted Housing	Preserve the existing assisted stock of affordable housing at-risk of conversion to market rate.	Preserve 140 at-risk units. Conduct economic analysis; meet with property owner; explore outside funding/ program options; provide technical assistance to tenants.	Economic analysis and meet with property owner in 2014. Proceed with other actions one year prior to expiration (2015)	General Fund; Affordable Housing Fund; State MHP; Section 8	Community Development Dept (Planning Division); LA CDC
7. Condominium Conversion Ordinance	Protect the existing rental stock from conversion to condominium ownership.	Implement the City's current ordinance. Evaluate strengthening to require inclusionary units in projects approved for conversion.	Complete review/ revision of ordinance by 2015.	General Fund	Community Development Dept (Planning Division)
<b>Providing Adequate Residential Sites</b>					
8. Residential Sites Inventory	Provide sufficient sites through zoning to address regional housing needs.	Provide information on available sites and incentives to developers. Monitor impact of max 20 du/acre densities on feasibility, and modify as appropriate.	Maintain sites inventory ongoing. Report impacts of max. densities in Annual Housing Element Report to HCD.	General Fund	Community Development Dept (Planning Division)



**V. HOUSING ELEMENT 2014-2021 UPDATE**

**Table V-5  
Housing Programs Summary**

Housing Program	Program Goal	2014-2021 Objective(s)	Time Frame	Funding Source	Responsible Department
9. Second Units	Provide rental housing in existing neighborhoods. Expand housing opportunities for seniors, caregivers, and other modest income households.	Re-evaluate second unit standards and educate public on availability. Prepare design guidelines and sample site plans. Seek to achieve 12 new second units.	2015	General Fund	Community Development Dept (Planning Division)
10. Annexation of Unincorporated Areas	Increase capacity to accommodate future housing growth.	Pursue phased annexation of adjacent unincorporated areas.	2014-2021	General Fund	Community Development Dept (Planning Division)
<b>Development of Affordable Housing</b>					
11. Inclusionary Housing Program	Integrate housing affordable to lower- & moderate-income households within market rate developments.	Provide developers with information on available options and incentives to fulfill inclusionary requirements. Identify specific projects and programs for expenditure of in-lieu fee revenues.	Identify programs in Housing Element (2013) for Housing Fund. Develop & disseminate Affordable Housing brochure (2014).	Affordable Housing Fund	Community Development Dept (Planning Division)
12. Commercial/Industrial Impact Fee Program	Address the impact of job growth on the demand for affordable housing.	Provide affordable housing opportunities to Calabasas' workforce. Identify specific projects and programs for expenditure of impact fee revenues.	Identify programs in Housing Element (2013) for Housing Fund.	Affordable Housing Fund	Community Development Dept (Planning Division)
13. Affordable Housing Development Assistance	Facilitate affordable housing development by for-profit and non-profit housing developers.	Provide financial, regulatory and site identification assistance in support of affordable housing, with the goal to achieve one project in planning period.	Develop project concept and issue RFQ in 2018.	Affordable Housing Fund; outside funding sources	Community Development Dept (Planning Division)
14. Green Building	Promote energy conservation and sustainable design in new and existing development.	Implement Green Initiative and promote the City's Green Building Program.	2014-2021	General Fund	Community Development Dept (Planning Division)
<b>Removing Governmental Constraints</b>					
15. Density Bonus Program	Provide density and other incentives to facilitate the production of affordable housing.	Promote density bonus incentives via dissemination of the Affordable Housing brochure.	Develop and disseminate Housing brochure in 2014.	General Fund	Community Development Dept (Planning Division)
16. Development Code Amendment	Provide standards for emergency shelters consistent with SB 2.	Amend the Code to reduce separation requirement between shelters to 300 feet.	2014	General Fund	Community Development Dept (Planning Division)



V. HOUSING ELEMENT 2014-2021 UPDATE

**Table V-5  
Housing Programs Summary**

Housing Program	Program Goal	2014-2021 Objective(s)	Time Frame	Funding Source	Responsible Department
<b>Promoting Equal Housing Opportunities</b>					
17. Fair Housing Program	Promote fair housing practices.	Contract with the Housing Rights Center (HRC) to promote open and fair housing practices, and to facilitate communication between tenants and landlords. Assist in program outreach through referrals and distribution of educational info.	2014-2021; Include fair housing information in Affordable Housing brochure in 2014.	General Fund	Community Development Dept (Planning Division)
18. Universal Design/ Visitability (New)	Accommodate a wide range of abilities in residential developments by providing features that enhance accessibility.	Develop Universal Design and Visitability brochure, and provide to residential builders..	Develop Brochure in 2014.	General Fund	Community Development Dept (Planning Division)
19. Senior Housing Opportunities (New)	Support a range of housing options to address the diverse needs of Calabasas's growing senior population.	Actively pursue senior housing opportunities and housing support services. Consult with senior housing and gerontology experts to assist in adequately planning for the community's senior citizens.	2014-2021; Begin consultations in 2014.	General Fund; Affordable Housing Fund; Low Income Housing Tax Credits; other outside sources	Community Development Dept (Planning Division)
20. Housing Opportunities for Persons Living with Disabilities (New)	Support a range of housing options for persons with developmental disabilities.	Work in cooperation with the NLACRC to publicize information on available resources for housing and services. Pursue State and Federal funds available for supportive housing and services in future affordable housing projects.	Publicize NLACRC resources in 2014; Evaluate funding resources at least annually; Pursue funding at least once during planning period in conjunction with affordable projects.	General Fund; Affordable Housing Fund; Low Income Housing Tax Credits; other outside sources	Community Development Dept (Planning Division)







**CITY of CALABASAS**  
**CITY COUNCIL AGENDA REPORT**

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**DATE: JANUARY 14, 2021**

**TO: HONORABLE MAYOR AND COUNCILMEMBERS**

**FROM: JEFF RUBIN, DIRECTOR OF COMMUNITY SERVICES**

**SUBJECT: RECOMMENDATION TO APPROVE A LICENSE AGREEMENT WITH THE CALABASAS PARK HOMEOWNERS ASSOCIATION FOR PRIVATE SECURITY CAMERA EQUIPMENT LOCATED ON CITY OF CALABASAS PROPERTY**

**MEETING DATE: JANUARY 27, 2021**

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**SUMMARY RECOMMENDATION:**

It is recommended that the City Council approve a license agreement with the Calabasas Park Homeowners Association to allow for private security camera equipment to be located on City of Calabasas property.

**BACKGROUND:**

Staff was contacted by representatives of the Calabasas Park Homeowners Association (CPHA) in October of 2020 in regard to using the Calabasas Tennis & Swim Center to house equipment for their proposed camera project at Calabasas Lake. There has been an increase in serious, unwelcomed activity which continues to occur on their property. This matter was identified in their November 5, 2020 letter and proposal to the City (Attached as Exhibit A).

Staff in consultation with the Interim City Manager and City Attorney requested that CPHA submit a formal proposal to the City which outlines their request and requirements for the project. The City allowed access to the Calabasas Tennis & Swim Center for CPHA and Spectrum representatives to develop their plan.

**DISCUSSION:**

The proposed camera project requires line of sight radio communication to a stable internet connection to allow for the collection and monitoring of video footage. The Calabasas Tennis & Swim Center is situated in an ideal location for CPHA and already has internet and electrical infrastructure in place. During the onsite meeting with CPHA and Spectrum, and in addition to discussions with our Information Systems Manager Tony Yin, it has been determined that new lines can be pulled, and a radio communication antenna can be installed above our electrical room. Spectrum and Tony Yin have also confirmed that these additions should not affect our service at the Center in any way.

The installation is expected to begin shortly after receiving City Council approval. The agreement calls for CPHA to be solely responsible for all charges incurred for the equipment, installation, operation (to include electrical power and telecommunication charges) and maintenance of said equipment.

**FISCAL IMPACT/SOURCE OF FUNDING:**

No Impact

**REQUESTED ACTION:**

It is requested that the City Council approve a license agreement with the Calabasas Park Homeowners Association for private security camera equipment to be located on City of Calabasas property.

**ATTACHMENTS:**

- Exhibit A: November 5, 2020 Letter from CPHA to the City of Calabasas
- Exhibit B: December 14, 2020 Letter from CPHA to the City of Calabasas
- Exhibit C: License Agreement



November 5, 2020

Jeff Rubin  
Director of Community Services  
City of Calabasas  
100 Civic Center Way  
Calabasas, CA 91302

Dear Mr. Rubin:

This e-mail is follow-up to our recent communications regarding CPHA's strong desire to install cameras at Calabasas Lake in light of the increase in serious unwelcomed activity that has continued to occur. Our Board Members have been actively pursuing this matter for the benefit and safety of our residents in the community.

Following is our formal request to you and for consideration by City Council to discuss and hopefully approve our camera installation:

Our new Lake/Park camera system requires line-of-sight radio communication to stable internet service provider (ISP) such as Frontier or Spectrum to allow sufficient collection and monitoring of the video footage. The Swim and Tennis Club is situated in an ideal location for this new service and already has Spectrum infrastructure installed. We have contacted Spectrum and confirmed they are able to install a new separate circuit of internet service that will not interfere with the Club's existing WiFi networks or camera systems. Our system will only require the use of a small area in the building's equipment room, installation of the radio communication antenna on a roof mast near your existing radio mast, and about 100 watts of power. CPHA will absorb all installation costs and monthly service charges associated with this.

There are pictures below of the existing mast that protrudes up above the roofline of the main Swim and Tennis building and is located just above the main equipment room. We will install our small receiving antenna on a separate mast immediately adjacent to the existing one at the same height ensuring minimal effect to the existing cosmetics of the building. The location of this radio equipment is discrete enough that the staff at the facility had not noticed it until our proposed installer pointed it out during our site survey. We intend to maintain this appearance.

Our proposed camera technician/installer Terry Jenkins of Secured Connections Electric has spoken with Tony Yin and reviewed the current network infrastructure to confirm there will be no impact on the City's WiFi or network services located at the Club. In addition he spoke to David Scola at Inner-I who installed the surveillance and access control systems at the club. These are the systems that are using the existing radios on the current mast. David and Terry agreed that the new mast and radio would not interfere with each other as they would be on separate frequencies and different encryption keys.

The photos below show the existing Club antenna as well as a picture of the small antenna we plan to use.

We would be installing a small equipment box on the South wall of the equipment room that would be clear of any of the Club's equipment. In this box we will add some of the following equipment:

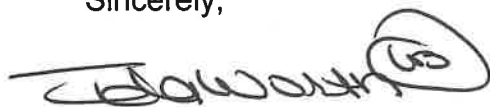
- 1) Spectrum modem to support our own separate internet service
- 2) Custom built PC base and IP Camera Server
- 3) Small equipment box - wall mounted

CPHA will certainly not proceed with any installation until we have received the City's approval and we will continue to coordinate the installation between yourself and the Tennis and Swim Club.

Please let us know if you have any questions or comments. As always, CPHA is most appreciative of the City's support and working relationship.

Thank you very much.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ida Worth', with a circular flourish at the end.

Ida Worth, CMCA, AMS  
Community Manager

cc: Board of Directors  
Tony Yin – Information Systems Manager, City of Calabasas





December 14, 2020

Scott Howard, Esq.  
Colantuono Highsmith Whatley, PC  
790 East Colorado Blvd.  
Suite – 850  
Pasadena, CA 91101

Dear Mr. Howard:

This correspondence is sent at the request of the Board of Directors for Calabasas Park Homeowners Association (CPHA). We have been in communication with the City of Calabasas regarding the placement of cameras around Calabasas Lake, as the need is certainly apparent with the escalating volume of vandalism and unwelcomed activity that has continued to occur on an increasing level. The camera equipment will be placed at the Calabasas Swim and Tennis Center, and we were informed that the City will require an agreement with CPHA. Our understanding is that this item will be presented to the City Council for approval in January 2021. In the interim, can you kindly forward the required agreement so that we are prepared to move forward once this matter has gone before City Council?

Thank you very much.

Sincerely,

A handwritten signature in black ink, appearing to read "Ida Worth" with a circled initial "IW" to the right.

Ida Worth, CMCA, AMS  
Community Manager

cc: Board of Directors  
Don Penman, Interim City Manager – City of Calabasas  
Jeff Rubin, Director of Community Services – City of Calabasas

**ITEM 6 EXHIBIT C**  
**LICENSE AGREEMENT FOR PRIVATE SECURITY CAMERA EQUIPMENT LOCATED**  
**ON CITY OF CALABASAS PROPERTY**

This License Agreement for Private Security Camera Equipment Located on City Property ("Agreement") is effective as of [INSERT] ("Agreement Date"), and is between the City of Calabasas, a California municipal corporation and general law city ("City") and Calabasas Park Homeowners Association, a California nonprofit corporation ("Licensee"). City and Licensee may be referred to, individually as a "Party" or jointly as "Parties."

**RECITALS**

WHEREAS, the City provides municipal services to the residents of the City of Calabasas, including law enforcement and police protection services; and

WHEREAS, Licensee is a homeowner association ("HOA") organized under the laws of the State of California to promote the interests of the residential development commonly known as Calabasas Park ("HOA Property"); and

WHEREAS, the Covenants, Conditions, and Restrictions (CC&Rs) of the HOA allow assessment of owners for contribution to pay for costs, expenses and liabilities of the HOA; and

WHEREAS, Licensee desires a License (described below) to install communications and control equipment for security cameras and related equipment ("Equipment") as specifically described in **Exhibit A** in and around the City property. In order to have an effective range of vision, Equipment will be installed on City property in the locations described in **Exhibit B** ("License Area");

WHEREAS, the City has determined that this Agreement is in the public interest to grant the requested License subject to the terms and conditions of this Agreement;

NOW, THEREFORE, the City and Calabasas Park Homeowners Association, in return for the mutual promises and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, do agree as follows:

1. **License.** City grants Licensee a non-exclusive license to install the Equipment in the License Area in accordance with the terms of this Agreement. Licensee may not use the License Area for any other purpose but to install, operate and repair the Equipment.

2. **Term.** The term of this License will commence on the Agreement Date and will continue in effect until terminated in accordance with Section 15 (“Term”).

3. **Use of License Area.** Any entry into the License Area will be for the limited purpose of installing and maintaining the Equipment in the License Area. Licensee may only locate the Equipment in the License Area in the manner approved by City. Licensee acknowledges and agrees that all surveillance data from the Equipment is the sole property of HOA and that the City has no interest in or control over the use and dissemination of such data. Licensee further acknowledges and agrees that it will provide the Los Angeles County Sheriff’s Department or its designee the ability and access to locate, review and download video and other data collected from the Equipment for law enforcement purposes upon request.

4. **Utilities.** Licensee is solely responsible for all charges incurred for any and all utility services provided to the License Area for the operation of the Equipment, including, but not limited to, electric power and telecommunications (“Charges”). Licensee will pay such Charges promptly as they become due. Licensee will indemnify City for any and all such Charges.

5. **Right of Inspection and Testing.** Licensee acknowledges City’s right and authority to enter upon the License Area by and through its employees, representatives, contractors, and agents, at any time for the purpose of inspecting the Equipment and other purposes as the City reasonably determines are required.

6. **Licensee’s Maintenance and Operational Obligations.** Licensee agrees to the following maintenance and operational obligations.

6.1 **Equipment Maintenance.** Licensee must maintain the Equipment in good condition and working order at its sole cost and expense. Any Equipment that is broken, vandalized, inoperable, malfunctioning, or unsafe must be repaired or replaced immediately by Licensee. City reserves the right to remove Equipment that is not repaired or replaced in a timely manner. In the event that Equipment is in a condition that threatens the health and safety of the public in City’s sole discretion, City may remove the Equipment immediately and invoice Licensee for the cost incurred. City has no obligation to maintain or protect the Equipment.

6.2 **No Interference with License Area.** Licensee agrees that the Equipment shall not interfere with any City facilities or equipment.

6.3 **Compliance with all Laws.** Licensee acknowledges and agrees that it shall comply with all applicable laws, including federal, state, City, and other local laws, in the installation, operations, and maintenance of the Equipment.



## 7. Indemnity.

7.1 Licensee agrees to indemnify, defend, protect and hold harmless City and its respective elected and appointed boards, officials, officers, employees, and agents (individually and collectively, "Indemnitees") from and against, any and all liabilities, claims, actions, causes of action, proceedings, suits, damages, judgments, liens, levies, costs and expenses of whatever nature, including reasonable attorneys' fees and disbursements (collectively, "Claims"), which may arise or otherwise occur as a result of the Equipment or Licensee's performance of its obligations under this Agreement, including the installation, maintenance, repair or removal of any of the Equipment.

7.2. If any action or proceeding is brought against Indemnitees by reason of any of the matters against which Licensee has agreed to indemnify Indemnitees as provided above, Licensee, upon notice from City, must defend Indemnitees at Licensee's expense by counsel acceptable to City, such acceptance not to be unreasonably withheld. Indemnitees need not have first paid for any of the matters to which Indemnitees are entitled to indemnification in order to be so indemnified.

7.3 The provisions of this section will survive the expiration or earlier termination of this Agreement.

## 8. Insurance.

8.1 **General.** Licensee must procure and maintain, at its sole cost and expense, and submit concurrently with its execution of this Agreement, in a form and content satisfactory to City, public liability and property damage insurance against all claims for injuries against persons or damages to property resulting from Licensee's construction and use of the Equipment within the License Area under this Agreement, in the minimum amount of at least \$1,000,000 combined single limit coverage per occurrence. This insurance may be included with the HOA's regular insurance program as long as the Equipment is included. The insurance must be kept in full force and effect during the Term and may not be cancelable by the insurer without 30 days' prior written notice to City of any proposed cancellation. Certificates of insurance evidencing the foregoing and designating City and Indemnitees as additional named insured by original endorsement must be delivered to and approved by City. The procuring of such insurance and the delivery of policies, certificates, and endorsements evidencing the same will not be construed as a limitation of Licensee's obligation to indemnify City and the Indemnitees.

**8.2 Proof of Insurance.** Licensee will furnish City with both certificates of insurance and copies of policies, including additional endorsements, affecting all of the coverage required by this Agreement.

**9. Alterations.** Licensee may not make any alteration to the License Area nor any other portion of the License Area, nor install any other equipment in the License Area except as authorized by City in writing.

**10. Assignment and Subletting Prohibited.** Licensee may not assign this Agreement nor any interest in the License Area.

**11. Construction by Others within License Area.** Licensee understands that the license under this Agreement is non-exclusive and that City may grant subsequent encroachments, permits, and licenses within the License Area provided such additional licenses or permits do not unreasonably interfere with the purpose of the Equipment.

**12. Relocation of Equipment.**

**12.1** City reserves the right to construct, install, maintain, reconstruct and relocate any improvements and utility facilities located in or under the City property (respectively, "City Facilities" and "Public Facilities"). All such work is hereafter referred to collectively as "City Property Work."

**12.2** City may order Licensee to relocate or reconstruct any Equipment at Licensee's sole cost if the City determines relocation or reconstruction is necessary. Except for emergencies, the City will give Licensee at least 30 days' written notice of the need to relocate, remove, alter, or replace any Equipment.

**12.3** Where City reasonably determines that an emergency requires the relocation or reconstruction of any Equipment in order to permit the continuation of the public uses of the City Property, City will give reasonable notice to Licensee, commensurate with the nature and extent of the emergency, to perform such reconstruction or relocation. If, for any reason, Licensee is unable to timely perform such reconstruction or relocation, City or Public Utility may cause such work to be done at the sole expense of Licensee.

**13. Breach.** Upon a material breach of this Agreement, including any of Licensee's obligations, City may, at its sole discretion, provide Licensee with a written notice of breach and specify a reasonable time to cure the breach ("Default Notice"). If Licensee fails to cure the breach within the time specified in the Default Notice, City may, in its sole discretion, elect to terminate this Agreement ("Default Termination Notice").

14. **Termination.**

14.1 **Termination Rights.** This Agreement will terminate five days following delivery of a written Default Termination Notice, if such default remains uncured. City may also terminate this Agreement, or modify the scope of the License Area, without cause upon ninety days' notice, if City determines, in its sole discretion, that some or all of the License Area is necessary for a different public purpose. Upon termination, Licensee must remove the Equipment in accordance with Section 14.2.

14.2 **Licensee Obligations at Termination.** Within ten days from termination, Licensee must, at Licensee's sole cost and expense, remove the Equipment except in case of an emergency where less notice may be provided. Upon removal of the Equipment, Licensee must repair any damage to License Area at its sole cost and expense. City will have no liability for the condition of the Equipment upon termination.

15. **Notices.** Any notices, demands, or communications under this Agreement must be in writing, and may be given either by (i) personal service, (ii) overnight delivery, or (iii) mailing via United States mail, certified mail, postage prepaid, return service requested, addressed as set forth on the signature page of this Agreement or such other address as may be furnished in writing by a party, and such notice or communication must, if properly addressed, be deemed to have been given as of the date so delivered, or three business days after deposit into the United States mail. Either Party may change the address for notice by giving written notice of such change to the other Party in the manner provided for in this section.

16. **Amendments and Modifications.** This Agreement may only be amended or modified by a written document executed by both Parties.

17. **Exhibits.** Exhibits A and B are incorporated into this agreement by reference.

18. **No Waiver.** The failure to enforce any term, covenant, or condition of this Agreement will not be construed as a waiver of the right to enforce this, or any other, term, covenant, or condition of this Agreement.

19. **No Third Party Beneficiaries.** There are no intended third party beneficiaries of any right or obligation assumed by the Parties.

20. **Severability.** If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions will continue in full force and effect.

21. **Governing Law and Venue.** This Agreement will be construed and enforced in accordance with the laws of the State of California and any legal action must be brought in the Superior Court of California in Los Angeles County.

22. **Attorney's Fees.** In the event of any litigation or other legal proceeding arising from this Agreement, the prevailing party will be entitled to recover, in addition to any other relief awarded or granted, its reasonable costs and expenses, including attorney's fees, incurred in the proceeding.

23. **Construction.** This Agreement, along with its exhibits, contains the entire agreement between the Parties and supersedes any prior oral or written statements or agreements between the Parties with respect to the subject matter of this Agreement. In determining the meaning of, or resolving any ambiguity with respect to, any word, phrase or provision of this Agreement, no uncertainty or ambiguity will be construed or resolved against a Party under any rule of construction, including the party primarily responsible for the drafting and preparation of this Agreement. Headings used in this Agreement are provided for convenience only and will not be used to construe meaning or intent. As used in this Agreement, masculine, feminine or neuter gender and the singular or plural number will each be deemed to include the others wherever and whenever the context so dictates.

24. **Authority.** The persons executing this Agreement on behalf of the Parties warrant that (i) such Party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Agreement on behalf of such Party, (iii) by so executing this Agreement, such Party is formally bound to the provisions of this Agreement, and (iv) the entering into this Agreement does not violate any provision of any other Agreement to which the Party is bound. This Agreement is binding upon the heirs, executors, administrators, successors and assigns of the Parties.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year first above written.

City of Calabasas

Calabasas Park Homeowners Association

By: \_\_\_\_\_

By: \_\_\_\_\_

Don Penman  
Interim City Manager

Name: \_\_\_\_\_  
Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

## EXHIBIT A – EQUIPMENT

The Equipment to be installed by Licensee consists of equipment supporting a surveillance camera system to be installed in the common area around Calabasas Lake. Licensee will install an antenna on the roof of the Tennis and Swim Center, adjacent to, and in a manner that does not interfere with, an existing City antenna. Licensee will install network and communications equipment supporting the camera system in an equipment box, with approximate dimensions of 23 inches, by 28 inches, by 14 inches, to be placed on the south wall of the equipment room within the Tennis and Swim Center. Licensee will also install cabling connecting the equipment and the antenna. Licensee will not install any equipment until precise placement is approved by the City.

## EXHIBIT B – LICENSE AREA

The License Area is the equipment room within the Tennis and Swim Center, together with the footprint area sufficient to support a small antenna on the roof of the Tennis and Swim Center, as further determined by the City's Community Services Director.



**CITY of CALABASAS**  
**CITY COUNCIL AGENDA REPORT**

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**DATE:** JANUARY 19, 2021

**TO:** HONORABLE MAYOR AND COUNCILMEMBERS

**FROM:** JOHN BINGHAM, ADMINISTRATIVE SERVICES MANAGER  
MICHAEL MCCONVILLE, MANAGEMENT ANALYST

**SUBJECT:** DISCUSSION AND DIRECTION TO STAFF REGARDING DEFAULT ENERGY CHANGE 2021 – CLEAN POWER ALLIANCE (CPA)

**MEETING DATE:** JANUARY 27, 2021

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**SUMMARY RECOMMENDATION:**

That the City Council provide direction to staff regarding the possible change to the Clean Power Alliance (CPA) Default Energy Rate for residential and business customers located in the City of Calabasas.

**BACKGROUND:**

The CPA is Joint Powers Authority composed of 32 public agencies across Los Angeles and Ventura counties working together to bring affordable, renewable energy to its communities.

CPA was established to provide cost competitive electrical services, reduce electric sector greenhouse gas emissions, stimulate renewable energy reduction programs and sustain long-term rate stability for residents and businesses through local control. CPA is the largest Community Choice Energy (CCE) program in California and has more customers on 100% renewable energy than any other energy provider in the United States. CPA plays a critical role in accelerating the adoption of clean energy by creating programs that support local renewable energy, building electrification and electric vehicles. In addition, through the City's commitment to

renewable energy in CPA, it furthers the impact that a growing number of CCEs in California are making – to not only deliver a higher percentage of renewable energy than investor-owned utilities, but also CCEs like CPA are causing investor-owned utilities to offer a higher percentage of renewables.

CPA purchases and sells renewable electricity to customers, while Southern California Edison (SCE) is responsible for delivery, billing, and resolving any electricity service issues. Customers are offered three Renewable Energy Rates, each representing the amount of energy generated by renewable sources. The current tiers are described below, along with general cost differences:

- **Lean Power** provides 36% renewable energy content at a 1-2% reduced cost as compared to SCE base rates (Calabasas is currently at the Lean Power rate)
- **Clean Power** provides 50% renewable energy content at a 0-1% reduced cost as compared to SCE base rates
- **Green Power** provides 100% renewable energy content at a 7-9% premium as compared to SCE base rates

Cities that join the CPA are required to establish a Default Energy Rate for customers to be automatically enrolled in, unless the customer opts to a different rate tier, or opts out of CPA service altogether.

Effective with the CPA’s City of Calabasas February 2019 service launch, the City Council selected Lean Power (36%) as the City’s Default Energy Rate. The surrounding COG cities of Malibu and Agoura Hills have opted up their Default Energy Rate to Green Power (100%) since joining, while Westlake Village has kept their Rate at Lean Power (36%).

The table below depicts the City of Calabasas’ CPA customer status information as of November 2020:

<b>Account Type</b>	<b>Default Lean (36%)</b>	<b>Opt to Clean (50%)</b>	<b>Opt to Green (100%)</b>	<b>Opt Out</b>
<b>Non-Residential</b>	1,260	3	0	111
<b>Residential</b>	9,354	15	18	385
<b>Total</b>	<b>10,614</b>	<b>18</b>	<b>18</b>	<b>496</b>



**DISCUSSION/ANALYSIS:**

For a proposed October 2021 Default Rate change for Calabasas customers, CPA must be notified by February 1, 2021. Public outreach undertaken thus far include social media postings to the general public, email blasts to those who asked to be kept informed on items related to CPA, and informational fliers sent to the Chamber of Commerce and the City’s HOAs.

If the City elects to change its current Default Energy Rate to either Clean (50%) or Green (100%), CPA will work with the City to develop and implement a comprehensive outreach plan for all impacted customers, including a minimum of two notices informing them of the new Default Rate. These notices will also provide estimates for potential financial impacts, as well as information on the option of opting to either a lower or a higher rate, or returning to SCE service altogether.

Under the current Lean Power rate, Calabasas residential and business customers receive an estimated 1-2% cost savings compared to SCE base rates. Because of these service discounts, moving to a higher rate such as Clean Power (50% renewable) or Green Power (100% renewable) would increase CPA customer base rates by an estimated 0-2% or 8-11%, depending on the new Default Rate chosen by the City Council.

Individual customers will experience different impacts from a Default Rate change depending on their rate type and usage, making specific cost increases difficult to estimate. For illustrative purposes, the CPA estimates the following cost impacts for different rate tiers based on a Lean Power \$100 residential power bill:

<b>CPA RATE TIER DEFAULT UPGRADE COMPARISON</b>			
<b>Rate Tier</b>	<b>CPA Lean Power</b>	<b>CPA Clean Power</b>	<b>CPA Green Power</b>
<b>Renewable Generation</b>	36%	50%	100%
<b>Cost Differential from Lean Power</b>	-	0-2% Increase	8-11% Increase
<b>Monthly Bill</b>	\$100	\$100-\$102	\$108-\$111

## Financial Assistance & Discount Programs

CPA, administered by SCE offers several financial assistance programs based on participation in public assistance programs or on household income. As of November 2020, there are:

- 1,185 customers enrolled in financial assistance programs
- 52 residential customers enrolled on payment plans
- 441 customers who received \$11,126 in COVID-19 relief bill credits

As a matter of CPA Board policy, CPA will offset any price increase to low income qualified customers if the City selects Green Power (100%) as its Default Rate; this offset is not available for the Clean Power Rate (50%).

CPA's 100% Green Renewable Energy Tier is procured from non-polluting, clean and renewable sources such as solar, wind and hydroelectric power. The projects that produce CPA's electricity are located in California and on the western grid. The exact proportion of each source varies with time, based upon demand and availability. Each year, CPA procures an amount of renewable energy sufficient to meet the sum of the individual choices of all its customers. As a CPA customer, the City's energy choices and Default Tier directly impact the overall amount of renewable power CPA is buying. Selecting 100% Green Power means that CPA will produce additional, incremental renewable power to meet that demand.

Cities are on the front lines when it comes to climate change. Cities are also leading the world in reducing carbon emissions through aggressive policies and adoption of clean technologies. 100% Green Power cities include Malibu, Agoura Hills (effective Oct. 2021), Culver City, Ojai, Oxnard, Rolling Hills Estates, Santa Monica, Manhattan Beach (effective Oct. 2021) Sierra Madre, South Pasadena, Thousand Oaks, Ventura City, Ventura County and West Hollywood.

### **FISCAL IMPACT/SOURCE OF FUNDING:**

There is no fiscal impact should the City choose to stay in the Lean Default Rate. The City's current fiscal year budget for electricity service is \$367,100.

If the City elects to change the Default Rate to Clean Power (50%), the City's base electricity cost will increase by 0-2%, up to \$7,342, depending on final use.

If the City elects to change the Default Rate to Green Power (100%), the City's base electricity cost will increase by 8-11%, up to \$40,381, depending on final use.

**REQUESTED ACTION:**

That the City Council provide direction to staff regarding the possible change to the Clean Power Alliance Default Energy Rate for residential and business customers located in the City of Calabasas. Options recommended include:

1. Take no action. This keeps CPA Default Energy Rate for residential and businesses at Lean Power (36% renewable) resulting in no price increase in base electricity rates. This item can be reconsidered again in the 2021 calendar year.
2. Direct staff to notify CPA to change the City's Default Energy Rate to Clean Power (50% renewable) resulting in a 0-2% price increase in current electricity rates, effective October 1, 2021.
3. Direct staff to notify CPA to change the City's Default Energy Rate to Green Power (100% renewable) resulting in a 8-11% price increase in current electricity rates, effective October 1, 2021.

**ATTACHMENTS:**

1. City of Calabasas CPA Customer Status Report
2. CPA Member Cities Default Energy Selections
3. City of Calabasas Communications Department Information Flier – Consideration of Default Rate Change
4. CPA PowerPoint Presentation



## Clean Power Alliance Customer Status Report

**Jurisdiction:** City of Calabasas  
**Default Rate Product:** Lean (36% renewable)  
**As Of:** November 24, 2020

Community Profile	
Non-Residential Accounts	1,263
Residential Accounts	9,387

Customer Statistics								
	Opt to 100% (#)	Opt Up (%)	Opt to Clean (#)	Opt Mid (%)	Opt to Lean (#)	Opt Down (%)	Opt Out (#)	Opt Out (%)
Non-Residential	-	0.00%	3	0.24%	-	0.00%	111	8.79%
Residential	18	0.19%	15	0.16%	-	0.00%	385	4.10%

CPA Service Territory Statistics								
	Opt to 100% (#)	Opt Up (%)	Opt to Clean (#)	Opt Mid (%)	Opt to Lean (#)	Opt Down (%)	Opt Out (#)	Opt Out (%)
<b>Non-Residential</b>								
Total 100% Green Power Jurisdictions	-	0.00%	468	0.95%	2,599	5.28%	5,636	11.46%
Total Clean Power Jurisdictions	264	0.41%	-	0.00%	647	1.01%	3,160	4.91%
Total Lean Power Jurisdictions	80	0.30%	23	0.09%	-	0.00%	1,714	6.50%
Total All CPA Jurisdictions	403	0.29%	495	0.35%	3,254	2.33%	10,510	7.51%
<b>Residential</b>								
Total 100% Green Power Jurisdictions	-	0.00%	2,986	1.01%	13,651	4.63%	27,685	9.39%
Total Clean Power Jurisdictions	992	0.20%	-	0.00%	8,942	1.78%	23,048	4.58%
Total Lean Jurisdictions	348	0.21%	221	0.14%	-	0.00%	10,543	6.50%
Total All CPA Jurisdictions	1,456	0.15%	3,274	0.34%	22,639	2.36%	61,276	6.38%

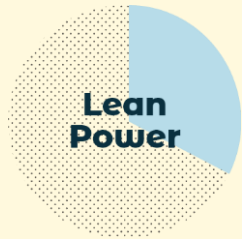
Los Angeles County Service Territory Statistics			
	Total Accounts	Opt Out (#)	Opt Out (%)
Non-Residential	96,595	4,915	5.09%
Residential	699,179	30,634	4.38%

Customers on Financial Assistance Programs								
	Active Accounts as of 4/20/2020	Active Accounts as of 5/18/2020	Active Accounts as of 6/22/2020	Active Accounts as of 7/20/2020	Active Accounts as of 8/17/2020	Active Accounts as of 9/28/2020	Active Accounts as of 10/19/2020	Active Accounts as of 11/16/2020
CARE	813	878	909	942	970	999	998	1014
FERA	17	22	22	23	24	25	25	26
Medical Baseline	106	107	114	120	125	130	134	145
<b>Customers on Payment Plans</b>								
Non-Residential Accounts	1							
Residential Accounts	52							
<b>CPA Customer COVID-19 Relief Bill Credits Issued</b>								
	Credits (\$)	Customers (#)						
	\$11,126	441						

Financial Assistance Program Descriptions	
<b>CARE:</b>	California Alternate Rates for Energy (CARE) Program reduces electric bills for eligible customers by about 30%. Customers can qualify for CARE based on participation in public assistance programs, or on household income. During COVID-19, eligibility for CARE/FERA has been expanded. More information here: <a href="http://www.sce.com/residential/assistance/care-fera">www.sce.com/residential/assistance/care-fera</a>
<b>FERA:</b>	Family Electric Rate Assistance (FERA) Program reduces electric bills for qualified households by about 18%. Customers can qualify for FERA based on participation in public assistance programs, or on household income. During COVID-19, eligibility for CARE/FERA has been expanded. More information here: <a href="http://www.sce.com/residential/assistance/care-fera">www.sce.com/residential/assistance/care-fera</a>
<b>Medical Baseline:</b>	If someone in a household needs powered medical equipment, the Medical Baseline Program provides additional energy to the customer's normal baseline allocation. During COVID-19, the Medical Baseline application has been streamlined. More information here: <a href="http://www.sce.com/residential/assistance/medical-baseline">www.sce.com/residential/assistance/medical-baseline</a>
<b>Payment Plans:</b>	SCE offers customers the option to go on a special payment plan if they are having trouble paying their bills. During COVID-19, eligibility for these payment arrangements have been expanded. More information here: <a href="http://www.sce.com/customer-service/billing-payment/financial-assistance">www.sce.com/customer-service/billing-payment/financial-assistance</a>
<b>CPA COVID-19 Relief Credits:</b>	CPA is currently offering bill credits to eligible customers impacted by COVID-19. Residential customers who sign up for CARE/FERA/Medical Baseline on or after March 16 receive \$25 bill credits, residential customers already on those programs who sign up for SCE payment plans on or after March 16 receive \$25 bill credits, and small business customers who sign up for SCE payment plans on or after March 16 receive \$50 bill credits. More information here: <a href="http://www.cleanpoweralliance.org/covid19">www.cleanpoweralliance.org/covid19</a>

CPA Contact Information
For questions on your municipal account information, please contact Jennifer Giles at <a href="mailto:jgiles@cleanpoweralliance.org">jgiles@cleanpoweralliance.org</a>
For general customer service inquiries, please call 888-585-3788 or email <a href="mailto:customerservice@cleanpoweralliance.org">customerservice@cleanpoweralliance.org</a>

# CPA Member Agency Default Selections



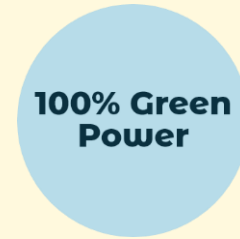
## 36% Renewable Energy

1. Arcadia
2. Calabasas
3. Hawthorne
4. Paramount
5. Simi Valley
6. Temple City
7. Westlake Village



## 50% Renewable Energy

1. Alhambra
2. Beverly Hills
3. Camarillo *(effective Oct. 2021)*
4. Carson
5. Claremont
6. Downey
7. Hawaiian Gardens
8. Los Angeles County  
Unincorporated
9. Moorpark
10. Redondo Beach
11. Whittier

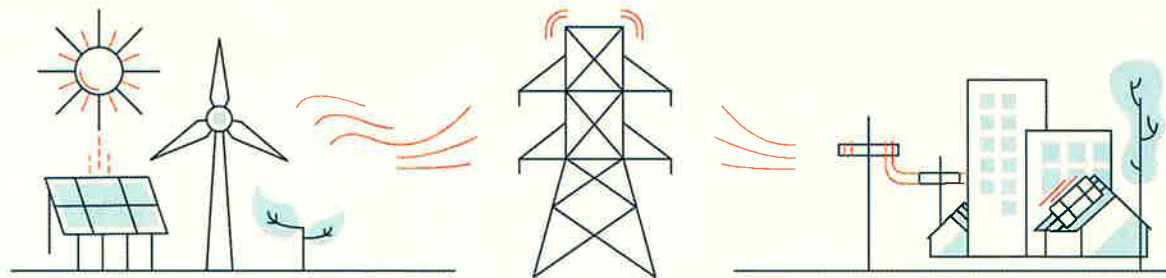


## 100% Renewable Energy

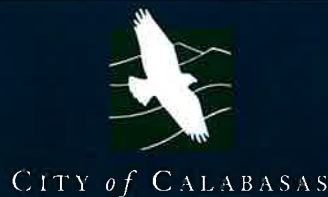
1. Agoura Hills *(effective Oct. 2021)*
2. Culver City
3. Malibu
4. Manhattan Beach *(effective Oct. 2021)*
5. Ojai
6. Oxnard
7. Rolling Hills Estates
8. Santa Monica
9. Sierra Madre
10. South Pasadena
11. Thousand Oaks
12. Ventura
13. Ventura County  
Unincorporated
14. West Hollywood

# Consideration of Default Rate Change - City of Calabasas/Clean Power Alliance

On January 27th, the Calabasas City Council will consider moving to a higher renewable energy level for the city's default Clean Power Alliance rate tier. Cleaner power costs a little more, although it makes Calabasas cleaner and greener.



Check out [cityofcalabasas.com](http://cityofcalabasas.com) to join the meeting and weigh in. Learn more about Clean Power Alliance and the benefits of clean, renewable energy at [cleanpoweralliance.org](http://cleanpoweralliance.org).



# Clean Power Alliance (CPA) Default Energy Tier Consideration



CITY *of* CALABASAS



**City Council Meeting  
January 27, 2021**

# Significant Dates

**April 2017**: LA County Board of Supervisors establishes Clean Power Alliance JPA as a community choice energy program

**May 2017**: Calabasas becomes one of the first cities to join the Clean Power Alliance

**February 2018**: The City Council selects Lean Power (36% renewable energy content) as the City's Default Energy Rate

**February 2019**: Clean Power Alliance launches service for City of Calabasas customers





# CPA Model

- The Clean Power Alliance (CPA) is a community choice energy program established through a Joint Power Authority (JPA)
- Composed of 32 public agencies across Los Angeles and Ventura counties
- Strives to bring affordable, renewable energy to communities where customers are empowered and given a choice about the source of their electricity
- Purchases and sells renewable electricity to customers, while Southern California Edison (SCE) is responsible for delivery, billing, and resolving any electricity service issues.



# Renewable Energy Rates

CPA offers Three (3) Energy Rate Tiers to its Customers:

- I. **Lean Power** provides 36% renewable energy content at a 1-2% discount as compared to SCE base rates
- II. **Clean Power** provides 50% renewable energy content at a 0-1% discount as compared to SCE base rates
- III. **Green Power** provides 100% renewable energy content at a 7-9% premium as compared to SCE base rates



# Default Energy Rate

- Cities that join the CPA must establish a rate tier as its **Default Energy Rate**
- Customers are automatically enrolled in the selected Default Rate, unless they opt:
  - To a lower Energy Rate
  - To a higher Energy Rate
  - Out of CPA service



# Calabasas Service Information

- The City Council selected Lean Power (36%) as its Default Energy Rate for CPA's February 2019 service launch
- Calabasas customer status as of November 2020:

Account Type	<u>Default Lean (36%)</u>	<u>Opt to Clean (50%)</u>	<u>Opt to Green (100%)</u>	Opt Out
Non-Residential	1,260	3	0	111
Residential	9,354	15	18	385
<b>Total</b>	<b>10,614</b>	<b>18</b>	<b>18</b>	<b>496</b>



# Other Cities Service Information

- To date, five CPA member agencies have changed their cities' Default Energy Rates
- Since these Default Rate changes took effect, 2.45% of customers opted down to a lower rate option, while less than 1% opted out of CPA service
- 14 of CPA's 32 member agencies will be at the 100% Green Power Default Rate, 11 will be at Clean Power, and 9 will be at Lean Power **(See Attachment for City Tier Breakdown)**



# Calabasas Default Rate Change

- Calabasas customers enrolled in the Lean Rate currently receive a 1-2% discount as compared to SCE base rates
- The City Council may change Calabasas' Default Rate to either Clean (50% renewable) or Green (100% renewable) annually during a timeframe established by CPA
- Upgrading the Default Rate may increase Calabasas customer power bills by 0-2% or 8-11%, depending on the final Rate selected
- Default Rate change would not take effect until October 1, 2021



# CPA Rate Tier Cost Comparison

CPA RATE TIER DEFAULT UPGRADE COMPARISON			
Rate Tier	CPA Lean Power	CPA Clean Power	CPA Green Power
Renewable Generation	36%	50%	100%
Cost Differential from Lean Power	-	0-2% Increase	8-11% Increase
Monthly Bill	<b>\$100</b>	<b>\$100-\$102</b>	<b>\$108-\$111</b>



# Informed Customer Choice

If the Default Rate is changed, CPA and the City will undertake an extensive outreach and educational campaign informing customers of the following options they can take:

- A. No action for automatic enrollment into the City's new Default Rate**
- B. Affirmatively opt to a different Rate, higher or lower than the new Default Rate**
- C. Affirmatively opt out of CPA service**

**Note:** If a customer has already opted to a different rate, or has opted out, the default change will not impact them





# Financial Assistance

- The CPA, administered by SCE, offers several financial assistance programs based on participation in public assistance program, or on household income
- As of November 2020, there are:
  - 1,185 customers enrolled in financial assistance programs
  - 52 residential customers enrolled on payment plans
  - 441 customers who received \$11,126 in COVID-19 relief bill credits
- CPA will offset any price increase to low income qualified customers if the City selects Green Power (100%) as its Default Rate; this offset is not available for the Clean Power Rate (50%)



# Fiscal Impact to City

- The City's current fiscal year budget for electricity use is \$367,100
- There is no fiscal impact if the City stays in the Lean Power Default Rate
- There is a 0-2% cost increase, **up to \$7,342**, if the City selects Clean Power (50%) as its Default Rate
- There is a 8-11% cost increase, up to **\$40,381**, if the City selects Green Power (50%) as its Default Rate



# Requested Action

- 1. Take no action, keeping the CPA Default Energy Rate for at Lean Power (36% renewable) resulting in no price increase in base electricity rates.**
- 2. Change the City's Default Energy Rate to Clean Power (50% renewable) resulting in a 0-2% price increase in current electricity rates, effective October 1, 2021.**
- 3. Change the City's Default Energy Rate to Green Power (100% renewable) resulting in a 8-11% price increase in current electricity rates, effective October 1, 2021.**



# Questions





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<b>Administrative Services</b>					
110023	1/11/2021	MENDOZA/ANALUZ//	REIMB MILEAGE - DEC 2020	141.05	Administrative Services
<b>Total Amount for 1 Line Item(s) from Administrative Services</b>				<b>\$141.05</b>	
<b>City Council</b>					
110003	1/7/2021	SANTA MONICA MOUNTAINS FUND	DONATION- M.S. MAURER	1,000.00	City Council
109991	1/7/2021	BOZAJIAN/JAMES R.//	REIMB OFFICE SUPPLIES	20.00	City Council
109991	1/7/2021	BOZAJIAN/JAMES R.//	REIMB OFFICE SUPPLIES	20.00	City Council
109991	1/7/2021	BOZAJIAN/JAMES R.//	REIMB OFFICE SUPPLIES	20.00	City Council
109991	1/7/2021	BOZAJIAN/JAMES R.//	REIMB OFFICE SUPPLIES	20.00	City Council
109991	1/7/2021	BOZAJIAN/JAMES R.//	REIMB OFFICE SUPPLIES	20.00	City Council
<b>Total Amount for 6 Line Item(s) from City Council</b>				<b>\$1,100.00</b>	
<b>Civic Center O&amp;M</b>					
110028	1/11/2021	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	4,372.08	Civic Center O&M
110028	1/11/2021	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	3,534.88	Civic Center O&M
110004	1/7/2021	SECURAL SECURITY CORP	SECURITY- NIGHTLY CIV CTR	1,925.92	Civic Center O&M
110004	1/7/2021	SECURAL SECURITY CORP	SECURITY- NIGHTLY CIV CTR	1,925.92	Civic Center O&M
110022	1/11/2021	LIFTECH ELEVATOR SERVICES INC	ELEVATOR SERVICES	697.00	Civic Center O&M
110026	1/11/2021	SECURAL SECURITY CORP	PATROL CAR SERVICES- CIVIC CTR	565.72	Civic Center O&M
110015	1/11/2021	EMERALD COAST PLANTSCAPES, INC	PLANT MAINTENANCE- CITY HALL	500.00	Civic Center O&M
<b>Total Amount for 7 Line Item(s) from Civic Center O&amp;M</b>				<b>\$13,521.52</b>	
<b>Community Development</b>					
110014	1/11/2021	DAPEER, ROSENBLIT & LITVAK	LEGAL SERVICES	5,045.71	Community Development
110014	1/11/2021	DAPEER, ROSENBLIT & LITVAK	LEGAL SERVICES	2,964.40	Community Development
110014	1/11/2021	DAPEER, ROSENBLIT & LITVAK	LEGAL SERVICES	2,760.00	Community Development
110014	1/11/2021	DAPEER, ROSENBLIT & LITVAK	LEGAL SERVICES	1,408.00	Community Development
110014	1/11/2021	DAPEER, ROSENBLIT & LITVAK	LEGAL SERVICES	240.00	Community Development
110013	1/11/2021	CYBERCOPY, INC.	COPY/PRINTING SERVICE	132.99	Community Development
110013	1/11/2021	CYBERCOPY, INC.	COPY/PRINTING SERVICE	100.82	Community Development
110013	1/11/2021	CYBERCOPY, INC.	COPY/PRINTING SERVICE	49.32	Community Development



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<b>Total Amount for 8 Line Item(s) from Community Development</b>				<b>\$12,701.24</b>	
<b>Community Services</b>					
110004	1/7/2021	SECURAL SECURITY CORP	SECURITY- NIGHTLY CIV CTR	1,925.92	Community Services
110026	1/11/2021	SECURAL SECURITY CORP	SECURITY- HOLIDAY PATROL	1,708.92	Community Services
110028	1/11/2021	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	1,395.35	Community Services
110007	1/11/2021	AMERIGAS - OXNARD	PROPANE SERVICE	1,386.72	Community Services
109999	1/7/2021	MONAHAN/ANN//	RECREATION INSTRUCTOR	982.10	Community Services
110028	1/11/2021	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	768.90	Community Services
109997	1/7/2021	KLOSSNER/JENNY//	RECREATION INSTRUCTOR	555.10	Community Services
110027	1/11/2021	SESAC	MUSIC LICENSE FEE	483.00	Community Services
110029	1/11/2021	STEINMETZ/LISA//	RECREATION INSTRUCTOR	358.40	Community Services
110026	1/11/2021	SECURAL SECURITY CORP	PATROL CAR SERVICES- GATES	281.75	Community Services
110026	1/11/2021	SECURAL SECURITY CORP	PATROL CAR SERVICES- GRAPE	281.75	Community Services
110026	1/11/2021	SECURAL SECURITY CORP	PATROL CAR SERVICES- SR CTR	197.23	Community Services
110020	1/11/2021	KATZ/TRACY//	RECREATION INSTRUCTOR	189.00	Community Services
110015	1/11/2021	EMERALD COAST PLANTSCAPES, INC	PLANT MAINTENANCE- SR CTR	185.00	Community Services
110026	1/11/2021	SECURAL SECURITY CORP	PATROL CAR SERVICES- DE ANZA	165.08	Community Services
110024	1/11/2021	PORT-A-STOR INC.	STORAGE - A E WRIGHT	109.00	Community Services
<b>Total Amount for 16 Line Item(s) from Community Services</b>				<b>\$10,973.22</b>	
<b>Finance</b>					
110025	1/11/2021	ROGERS, ANDERSON, MALODY,	AUDIT WORK TO DATE FY 19/20	7,500.00	Finance
110006	1/11/2021	ADP, INC	PAYROLL PROCESSING	5,675.32	Finance
110006	1/11/2021	ADP, INC	PAYROLL PROCESSING	5,018.83	Finance
<b>Total Amount for 3 Line Item(s) from Finance</b>				<b>\$18,194.15</b>	
<b>Library</b>					
110019	1/11/2021	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	441.33	Library
110019	1/11/2021	INGRAM LIBRARY SERVICES	BOOKS-LIBRARY	33.47	Library
<b>Total Amount for 2 Line Item(s) from Library</b>				<b>\$474.80</b>	

**LMD #22**



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110032	1/11/2021	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	37,476.00	LMD #22
110032	1/11/2021	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	13,130.18	LMD #22
110032	1/11/2021	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	12,457.25	LMD #22
110032	1/11/2021	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	9,265.62	LMD #22
110033	1/11/2021	WESTRIDGE CALABASAS HOA	LANDSCAPE SERVICES	6,480.00	LMD #22
110032	1/11/2021	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	6,180.98	LMD #22
110032	1/11/2021	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	5,958.33	LMD #22
110032	1/11/2021	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	5,082.39	LMD #22
110032	1/11/2021	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	4,152.45	LMD #22
110032	1/11/2021	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,989.91	LMD #22
110032	1/11/2021	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,220.01	LMD #22
110032	1/11/2021	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	3,084.03	LMD #22
110032	1/11/2021	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,440.00	LMD #22
110032	1/11/2021	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,365.10	LMD #22
110032	1/11/2021	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,468.00	LMD #22
110032	1/11/2021	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,292.52	LMD #22
110032	1/11/2021	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	959.50	LMD #22
110032	1/11/2021	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	786.04	LMD #22
110032	1/11/2021	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	757.50	LMD #22
110032	1/11/2021	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	725.00	LMD #22
110032	1/11/2021	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	708.00	LMD #22
110028	1/11/2021	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	504.20	LMD #22
110028	1/11/2021	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	467.90	LMD #22
110028	1/11/2021	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	461.46	LMD #22
110032	1/11/2021	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	156.67	LMD #22
110028	1/11/2021	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	124.12	LMD #22
110028	1/11/2021	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	45.20	LMD #22
110028	1/11/2021	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	38.07	LMD #22
110028	1/11/2021	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	25.79	LMD #22
<b>Total Amount for 29 Line Item(s) from LMD #22</b>				<b>\$123,802.22</b>	

**LMD #24**

110028	1/11/2021	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	206.60	LMD #24
109990	1/7/2021	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	133.00	LMD #24
109990	1/7/2021	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	117.00	LMD #24



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<b>Total Amount for 3 Line Item(s) from LMD #24</b>				<b>\$456.60</b>	
<b><u>LMD #27</u></b>					
110028	1/11/2021	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	13.97	LMD #27
<b>Total Amount for 1 Line Item(s) from LMD #27</b>				<b>\$13.97</b>	
<b><u>LMD #32</u></b>					
110028	1/11/2021	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	25.71	LMD #32
<b>Total Amount for 1 Line Item(s) from LMD #32</b>				<b>\$25.71</b>	
<b><u>LMD 22 - Common Benefit Area</u></b>					
110032	1/11/2021	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	10,046.05	LMD 22 - Common Benefit Area
110032	1/11/2021	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	2,738.46	LMD 22 - Common Benefit Area
110028	1/11/2021	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	2,268.20	LMD 22 - Common Benefit Area
110032	1/11/2021	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	1,955.28	LMD 22 - Common Benefit Area
110032	1/11/2021	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- LMD	727.02	LMD 22 - Common Benefit Area
110028	1/11/2021	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	556.34	LMD 22 - Common Benefit Area
110028	1/11/2021	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	251.43	LMD 22 - Common Benefit Area
<b>Total Amount for 7 Line Item(s) from LMD 22 - Common Benefit Area</b>				<b>\$18,542.78</b>	
<b><u>Media Operations</u></b>					
110031	1/11/2021	TIME WARNER CABLE	CABLE MODEM- CITY HALL	1,615.00	Media Operations
110008	1/11/2021	AT&T	TELEPHONE SERVICE	1,132.26	Media Operations
110030	1/11/2021	TELECOM LAW FIRM, P.C.	TELECOMM CONSULT SVCS	787.50	Media Operations
110017	1/11/2021	FUSION CLOUD COMPANY	DSL SERVICE	598.28	Media Operations
110031	1/11/2021	TIME WARNER CABLE	CABLE MODEM- CITY HALL	501.44	Media Operations
110031	1/11/2021	TIME WARNER CABLE	CABLE MODEM- CITY HALL	289.98	Media Operations
110008	1/11/2021	AT&T	TELEPHONE SERVICE	166.16	Media Operations
110010	1/11/2021	CHARTER COMMUNICATIONS	CABLE MODEM- CITY HALL	100.01	Media Operations
110009	1/11/2021	AT&T MOBILITY	TELEPHONE SERVICE	48.24	Media Operations
<b>Total Amount for 9 Line Item(s) from Media Operations</b>				<b>\$5,238.87</b>	





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<b><u>Non-Departmental - Finance</u></b>					
110026	1/11/2021	SECURAL SECURITY CORP	PARKING ENFORCEMENT	3,666.17	Non-Departmental - Finance
110013	1/11/2021	CYBERCOPY, INC.	COPY/PRINTING SERVICE	132.99	Non-Departmental - Finance
109994	1/7/2021	COSTCO WHOLESALE	MEMBERSHIP 2021	120.00	Non-Departmental - Finance
<b>Total Amount for 3 Line Item(s) from Non-Departmental - Finance</b>				<b>\$3,919.16</b>	
<b><u>Payroll</u></b>					
110000	1/7/2021	P&A ADMINISTRATIVE SVCS INC	FSA MONTHLY ADMIN FEE- JAN 21	54.00	Payroll
<b>Total Amount for 1 Line Item(s) from Payroll</b>				<b>\$54.00</b>	
<b><u>Police / Fire / Safety</u></b>					
110021	1/11/2021	L.A. CO. DEPT. OF ANIMAL CARE	ANIMAL HOUSING SVCS- NOV 2020	4,004.43	Police / Fire / Safety
<b>Total Amount for 1 Line Item(s) from Police / Fire / Safety</b>				<b>\$4,004.43</b>	
<b><u>Public Safety &amp; Emergency Preparedness</u></b>					
110001	1/7/2021	PAPA SYSTEM	PAPA RENEWAL FEE - KG6ZRF	125.00	Public Safety & Emergency Preparedness
<b>Total Amount for 1 Line Item(s) from Public Safety &amp; Emergency Preparedness</b>				<b>\$125.00</b>	
<b><u>Public Works</u></b>					
110032	1/11/2021	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- P.W.	17,750.85	Public Works
110032	1/11/2021	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	16,514.73	Public Works
110012	1/11/2021	CONVERSE CONSULTANTS	CONSULTING SERVICES	1,075.00	Public Works
110002	1/7/2021	QUIZON/MA ARIANE//	CONSULTING SERVICES	500.00	Public Works
110032	1/11/2021	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- PARKS	437.01	Public Works
110002	1/7/2021	QUIZON/MA ARIANE//	CONSULTING SERVICES	300.00	Public Works
110028	1/11/2021	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	197.83	Public Works
<b>Total Amount for 7 Line Item(s) from Public Works</b>				<b>\$36,775.42</b>	
<b><u>Recoverable / Refund / Liability</u></b>					
110000	1/7/2021	P&A ADMINISTRATIVE SVCS INC	FSA-DEP CARE REIMBURSEMENT	2,495.80	Recoverable / Refund / Liability



# Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 12/30/2020 to 01/11/2021

Date: 1/15/2021

Time: 10:06:22AM

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Check No.	Check Date	Vendor Name	Check Description	Amount	Department
<b>Total Amount for 1 Line Item(s) from Recoverable / Refund / Liability</b>				<b>\$2,495.80</b>	
<b><u>Tennis &amp; Swim Center</u></b>					
110028	1/11/2021	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	1,513.89	Tennis & Swim Center
109992	1/7/2021	CASAS/JORGE//	FITNESS EQUIPMENT REPAIRS	1,254.88	Tennis & Swim Center
109992	1/7/2021	CASAS/JORGE//	FITNESS EQUIPMENT REPAIRS	807.93	Tennis & Swim Center
109992	1/7/2021	CASAS/JORGE//	FITNESS EQUIPMENT REPAIRS	406.55	Tennis & Swim Center
109992	1/7/2021	CASAS/JORGE//	FITNESS EQUIPMENT REPAIRS	397.17	Tennis & Swim Center
110011	1/11/2021	COMMERCIAL AQUATIC SVCS	POOL SERVICE/REPAIR	221.59	Tennis & Swim Center
110005	1/7/2021	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	118.05	Tennis & Swim Center
110005	1/7/2021	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	49.69	Tennis & Swim Center
<b>Total Amount for 8 Line Item(s) from Tennis &amp; Swim Center</b>				<b>\$4,769.75</b>	
<b><u>Transportation</u></b>					
109995	1/7/2021	FERREIRA CONSTRUCTION CO, INC.	GUARDRAIL REPAIRS	19,750.00	Transportation
110018	1/11/2021	IDEAL GENERAL SERVICES, INC.	DIAL-A-RIDE DEC 2020	14,331.00	Transportation
109996	1/7/2021	FUSCOE ENGINEERING, INC.	ENGINEERING SERVICES	11,334.25	Transportation
109998	1/7/2021	MICHAEL BAKER INTERNATIONAL	PROFESSIONAL SERVICES	8,555.28	Transportation
109996	1/7/2021	FUSCOE ENGINEERING, INC.	ENGINEERING SERVICES	6,242.00	Transportation
110016	1/11/2021	FEHR & PEERS	IMPLEMENTATION SERVICES	2,504.26	Transportation
110028	1/11/2021	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	2,181.76	Transportation
109993	1/7/2021	CONVERSE CONSULTANTS	CONSULTING SERVICES	510.00	Transportation
<b>Total Amount for 8 Line Item(s) from Transportation</b>				<b>\$65,408.55</b>	
<b>GRAND TOTAL for 123 Line Items</b>				<b>\$322,738.24</b>	



# Check Register Report

Bank: BANK OF AMERICA - TENNIS & SWIM CENTER

Reporting Period: 12/30/2020 to 01/11/2021

Date: 1/15/2021

Time: 10:08:44AM

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Check No.	Check Date	Vendor Name	Check Description	Amount	Department
<b>Tennis &amp; Swim Center</b>					
13965	1/11/2021	BLUE SHIELD OF CA	INSURANCE EXPENSE	7,315.83	Tennis & Swim Center
13967	1/11/2021	PHILIDELPHIA INSURANCE	INSURANCE EXPENSE	5,001.25	Tennis & Swim Center
13962	1/7/2021	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- T&SC	3,862.71	Tennis & Swim Center
13961	1/7/2021	SOUTHERN CALIFORNIA EDISON	ELECTRIC SERVICE	3,767.45	Tennis & Swim Center
13968	1/11/2021	UNIFIRST CORPORATION	JANITORIAL SUPPLIES	332.71	Tennis & Swim Center
13964	1/11/2021	BLUE SHIELD OF CA	INSURANCE EXPENSE	330.30	Tennis & Swim Center
13966	1/11/2021	IMAGE SOURCE	ADMINISTRATIVE EXPENSES	216.05	Tennis & Swim Center
13962	1/7/2021	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE- T&SC	191.69	Tennis & Swim Center
13963	1/11/2021	ADP, INC	ADMINISTRATIVE EXPENSES	99.37	Tennis & Swim Center
<b>Total Amount for 9 Line Item(s) from Tennis &amp; Swim Center</b>				<b>\$21,117.36</b>	
<b>GRAND TOTAL for 9 Line Items</b>				<b>\$21,117.36</b>	

Department                      Agenda Headings                      Agenda Title/Future Agenda

<b>10-Feb</b>			
1	CC	Presentation	To outgoing Commissioners
2	PW	New Business	Presentation on the Mulholland Highway Feasibility Study
3	CD	New Business	Discussion and consideration of draft Policies and Procedures for review and acceptance by the City of donated memorials and plaques

**Future Items**

4	CD	Public Hearing	Density bonus ordinance amendment
5	FIN	New Business	Mid-year budget review/Woolsey Fire Funds
6	FIN	New Business	Adoption of Resolution No. ____, amending Resolution No. 2017-1571 establishing the amount and procedure for health benefit reimbursement for management retirees
7	HR	New Business	HR Guidelines update
8	CD	New Business	Council Study Session regarding Housing Element
9	CS	New Business	Discussion of other social distanced community events
10	PW	New Business	Environmental Commission recommendation regarding gas leaf blowers
11	CM	New Business	Discussion on how to be best engage/use Commissions
12	PW	New Business	PS and TTC recommendation regarding Automatic Plate Readers Report
13	PW	New Business	Update regarding anticoagulants
14	CD/Finance	New Business	Annexation update
15	PW	New Business	MTA's review of fare-free transit services
16	CD	New Business	Planning Commission recommendations regarding amendments to the City's Story Pole Procedures
17	CA	New Business	Closed session regarding State's mandate for affordable housing
18	CD	Public Hearing	West Village Project
19	CC	Presentation	Chuck Becerra and Sheriff's discussion on use of force
20	CC	New Business	Council Protocols regarding email policy and State of the City

**2021 Meeting Dates**

Feb 24	Jul 28 - Canceled
Mar 10	Aug 11
Mar 24	Aug 25
Mar 31 - Special Meeting - Housing Element Study Session	Sep 8 - Canceled-Rosh Hashanah
Apr 14	Sep 22 - Canceled-League of California Cities Annual Conference/Expo
Apr 28	Oct 13
May 12 - Canceled-CCCA Annual Municipal Seminar	Oct 27
May 26	Nov 10
Jun 9	Nov 24 - Canceled-Thanksgiving Eve
Jun 23	Dec 8
Jul 14 - Canceled	Dec 22 - Canceled