



CITY of CALABASAS

**CITY COUNCIL AGENDA
REGULAR MEETING**

WEDNESDAY, JUNE 28, 2023, 7:00 P.M.

**100 CIVIC CENTER WAY
CALABASAS, CA 91302**

HYBRID/ZOOM TELECONFERENCE

www.cityofcalabasas.com

The meeting will be broadcast on CTV Channel 3 and the live stream of the meeting may be viewed online at www.cityofcalabasas.com/ctvlive.

Members of the public may join the meeting via Zoom teleconference using steps listed below:

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

<https://cityofcalabasas.zoom.us/j/82219750834?pwd=ZXg4NEFQSi81V0xBR2pkR1FJQTNJdz09>

Passcode: 693617

Webinar ID: 822 1975 0834

Or iPhone one-tap:

US: +16694449171, 822 1975 0834# or +16699009128, 822 1975 0834#

Or Telephone:

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

US: +1 669 444 9171 or +1 669 900 9128 or +1 253 205 0468 or +1 253 215 8782 or +1 346 248 7799 or +1 719 359 4580 or +1 301 715 8592 or +1 305 224 1968 or +1 309 205 3325 or +1 312 626 6799 or +1 360 209 5623 or +1 386 347 5053 or +1 507 473 4847 or +1 564 217 2000 or +1 646 558 8656 or +1 646 931 3860 or +1 689 278 1000

International numbers available: <https://us02web.zoom.us/j/82219750834?pwd=ZXg4NEFQSi81V0xBR2pkR1FJQTNJdz09>

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

The City Council reserves the right to alter the order of the agenda to allow for an effective meeting. Attendance at the entire meeting may be necessary to ensure interested parties hear a particular item. The public may speak on a closed session item prior to Council's discussion. To do so, a speaker card must be submitted to the City Clerk at least five minutes prior to the start of closed session. The City values and invites written comments from residents on matters set for Council consideration. **In order to provide councilmembers ample time to review all correspondence, any written communication must be submitted to the City Clerk's office before 5:00 p.m. on the Monday prior to the meeting. Note: Any written materials submitted to the City Council are public record under the Public Records Act.**

Any legal action by an applicant, appellant, or other person, seeking to obtain judicial review of any City Council decisions may be subject to the 90-day filing period of, and governed by, Code of Civil Procedure sections 1094.5 and 1094.6.

CLOSED SESSION - 6:00 P.M.

1. Conference with Legal Counsel; Anticipated Litigation
Pursuant to Government Code Section 54956.9(d)(2) & (e)(1)
A point has been reached where, in the opinion of the City Council, on the advice of its legal counsel, based on the below-described existing facts and circumstances, there is a significant exposure to litigation against the City. Facts and circumstances that might result in litigation but which the City believes are not yet known to potential plaintiff or plaintiffs. (Gov. Code § 54956.9(e)(1))
Number of Potential Cases: [1]
2. Public Employee Performance Evaluation (Gov. Code § 54957)
Position Title: City Manager

OPENING MATTERS

Call to Order/Roll Call of Councilmembers
Pledge of Allegiance by Girl Scout Troop 3256
Approval of Agenda
Report on Closed Session

ANNOUNCEMENTS/INTRODUCTIONS

ORAL COMMUNICATION – PUBLIC COMMENT

CONSENT ITEMS

1. Approval of second amendment to the Memorandum of Understanding for a Coordinated Integrated Monitoring Program and Nutrients Special Study in the Malibu Creek Watershed Management Area
2. Approval of the Memorandum of Agreement between the City of Calabasas and San Gabriel Valley Council of Governments and 19 agencies regarding the administration and cost sharing for implementing the Coordinated Integrated Monitoring Program and Watershed Management Plan for the Upper Los Angeles River Watershed Management Area in the amount of \$64,755
3. End-of-year budget adjustment FY 2022-2023 and adoption of Appropriation Resolution No. 2023-1862
4. Authorization to approve and add Amendment No. 2 to the Professional Services Agreement with Cooksey’s Lifeguard and Swim Academy, LLC, which will extend the duration of the contract until November 15, 2023, and increase the not to exceed amount to \$280,000

CONTINUED PUBLIC HEARING

5. Regarding Landscape Lighting Act District Nos. 22, 24, 27 and 32 Levy of Assessments, adoption of Resolution 2023-1861, approving a Final Engineer's Report in Connection with Landscape Lighting Act District Nos. 22, 24, 27 and 32, and Confirming Diagrams and Assessments for such Districts for Fiscal Year 2023-2024

NEW BUSINESS

6. Recommendation to award construction contract for the Citywide Green Street Project Phase I, Specification No. 22-23-04, to GMZ Engineering, Inc. in the amount not to exceed \$4,627,435 and to adopt Resolution No. 2023-1854, directing the transfer of \$473,970 from the AB 939 fund to the project account
7. Review and direction from Council on Law Enforcement Services levels provided by the LA County Sheriff's Department
8. Introduction of Ordinance No. 2023-403, adding Chapter 5.22 – Provision of Security by Commercial Retailers to the Calabasas Municipal Code

CONTINUED BUSINESS

9. Strategic Priorities - 2022-23 Workplan update

INFORMATIONAL REPORTS

10. Check Register for the period of May 13-June 16, 2023

TASK FORCE REPORTS

CITY MANAGER'S REPORT

FUTURE INFORMATION/AGENDA ITEMS

ADJOURN

The City Council will adjourn to a regular meeting on Wednesday, August 9, 2023, at 7:00 p.m.



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: JUNE 14, 2023

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: PHILIP LANZAFAME, INTERIM PUBLIC WORKS DIRECTOR
TATIANA HOLDEN, P.E., DEPUTY PUBLIC WORKS DIRECTOR

SUBJECT: APPROVAL OF THE SECOND AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING FOR A COORDINATED INTEGRATED MONITORING PROGRAM AND NUTRIENTS SPECIAL STUDY IN THE MALIBU CREEK WATERSHED MANAGEMENT AREA

MEETING

DATE: JUNE 28, 2023

SUMMARY RECOMMENDATION:

That the City Council approve the Second Amendment to the Memorandum of Understanding (MOU) for a Coordinated Integrated Monitoring Program (CIMP) and Nutrient Special Study in the Malibu Creek Watershed Management Area.

BACKGROUND:

On May 14, 2020, the Cities of Agoura Hills, Westlake Village, Hidden Hills, Calabasas, and the Los Angeles County Flood Control District (LACFCD) and County of Los Angeles entered into the MOU for cost sharing associated with the CIMP and Nutrient Special Study. The CIMP cost share is based on a land area cost sharing formula that has been used to conduct CIMP monitoring since 2016. The Nutrient Special Study cost-share was based upon land use, rather than land area, to target high, medium, low nutrient contribution areas, which are then applied to a weighted formula and flat fee. The first amendment to the MOU corrected an error in the calculation of open space land under the jurisdiction of state parks that was mistakenly assigned to the parties in the analysis. The first amendment was approved by City Council on May 26, 2021.

This agenda item addresses a recommendation to approve the Second Amendment to the Memorandum of Understanding (MOU) with members of the Malibu Creek Watershed (MCW) for the sharing of the cost and management of the Coordinate Integrated Monitoring Program (CIMP) and continued management of the Nutrient Special Study.

DISCUSSION:

The MCW agencies propose to enter into a second amendment to the MOU. The second amendment extends the term of the MOU for an additional four fiscal years, and shares the cost for implementation of the CIMP as set forth in Exhibit B-1, Table A2 of Attachment A.

FISCAL IMPACT/SOURCE OF FUNDING:

The total to implement the CIMP will be approximately \$459,130.90 for the four-year term of the agreement. The below table demonstrates the fiscal year budget impact.

Fiscal Year	Second Amendment MOU Cost Share
FY 23/24	\$126,532.03
FY 24/25	\$121,558.04
FY 25/26	\$199,807.13
FY 26/27	\$11,233.70
TOTAL	\$459,130.90

The City receives an estimated \$390,000 annually of Measure W municipal funding. Measure W guidelines allow the City to use as much as 30% of its municipal return monies on existing water quality projects or programs. The City's annual cost to implement the subject MOA could be paid in whole, or in part, by the municipal return. The City General Funds Account No. 10-313-5252-00 shall be adjusted accordingly.

REQUESTED ACTION:

That the City Council approve the Second Amendment to the Memorandum of Understanding (MOU) for a Coordinated Integrated Monitoring Program (CIMP) and Nutrient Special Study in the Malibu Creek Watershed Management Area.

ATTACHMENTS:

Attachment A: Second Amendment to the Memorandum of Understanding between the members of the Malibu Creek Watershed and City of Calabasas for Cost Sharing of the Coordinated Integrated Monitoring Program

**SECOND AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING
BETWEEN THE LOS ANGELES COUNTY FLOOD CONTROL DISTRICT,
THE COUNTY OF LOS ANGELES, AND THE CITIES OF
AGOURA HILLS, CALABASAS, HIDDEN HILLS, AND WESTLAKE VILLAGE**

REGARDING THE ADMINISTRATION AND COST SHARING FOR IMPLEMENTING THE COORDINATED INTEGRATED MONITORING PROGRAM AND NECESSARY REPORTS FOR THE MALIBU CREEK WATERSHED, AND SPECIAL STUDY TO ADDRESS TECHNICAL AND REGULATORY ISSUES IN ATTAINABILITY AND APPLICABILITY OF MALIBU CREEK WATERSHED NUTRIENT AND BENTHIC COMMUNITY TOTAL MAXIMUM DAILY LOADS

This SECOND AMENDMENT (“SECOND AMENDMENT”), made and entered into as of the date of the last signature set forth below by and between the LOS ANGELES COUNTY FLOOD CONTROL DISTRICT (“LACFCD”), a body corporate and politic, the COUNTY OF LOS ANGELES (“COUNTY”), a political subdivision of the State of California, and the CITIES OF AGOURA HILLS, CALABASAS, HIDDEN HILLS AND WESTLAKE VILLAGE. Collectively, these entities shall be known herein as “PARTIES” or individually as “PARTY.”

WITNESSETH

WHEREAS, the PARTIES entered into the original Memorandum of Understanding (“AGREEMENT” or “MOU”) on May 14, 2020 regarding the administration and cost sharing for implementing the Coordinated Integrated Monitoring Program (“CIMP”) and necessary reports for the Malibu Creek Watershed, and the Enhanced Watershed Management Plan (“EWMP”) described Nutrient Special Study as part of the PARTIES compliance with the Malibu Creek Watershed Nutrient and Benthic Community Total Maximum Daily Loads (“NUTRIENT SPECIAL STUDY”); and

WHEREAS, in May of 2021 the PARTIES agreed to the First Amendment to correct an error in the calculation of open space (“VACANT”) land under the jurisdiction of state parks was mistakenly assigned to the PARTIES in the analysis; and

WHEREAS, the PARTIES have agreed to extend the terms of this AGREEMENT for an additional four fiscal years, fund the annual California Stormwater Quality Association regional membership fee (“CASQA FEE”) and to share costs in the continued implementation of the Malibu Creek CIMP as set forth in Table A2 of Exhibit B, that maintains the same land area-based cost sharing formula that was used to conduct CIMP monitoring since 2016.

NOW, THEREFORE, in consideration of the mutual benefits to be derived by the PARTIES, and of the promises contained in this SECOND AMENDMENT and the AGREEMENT, the PARTIES agree as follows:

1. **Section 5 (Term)** of the AGREEMENT is hereby amended to read as follows:

“Section 5. Term. This MOU shall become effective on the last date of execution by a PARTY and shall remain in effect until June 30, 2027.”

2. **Exhibit “B”** to the AGREEMENT is hereby amended by replacing said **Exhibit “B”** in its entirety with a new **Exhibit “B-1”** as set forth in **Attachment “A”** to this SECOND AMENDMENT, which is attached hereto and incorporated herein as though set forth in full.

3. Except for the changes specifically set forth herein, all other terms and conditions of the AGREEMENT shall remain in full force and effect.

IN WITNESS WHEREOF, the PARTIES hereto have caused this SECOND AMENDMENT to be executed by their duly authorized representatives and affixed as of the date of signature of the PARTIES:

//
//
//

COUNTY OF LOS ANGELES

By _____
Mark Pestrella, Director of Public Works

Date

APPROVED AS TO FORM:

DAWYN R. HARRISON
County Counsel

By _____
Deputy

Date

LOS ANGELES COUNTY FLOOD CONTROL DISTRICT

By _____
Mark Pestrella, Chief Engineer

Date

APPROVED AS TO FORM:

DAWYN R. HARRISON
County Counsel

By _____
Deputy

Date

CITY OF AGOURA HILLS

By _____
Chris Anstead, Mayor

Date

ATTEST:

By _____
Kimberly M. Rodrigues, City Clerk

Date

APPROVED AS TO FORM:

By _____
Candice K. Lee, City Attorney

Date

CITY OF CALABASAS

By _____
David J. Shapiro, Mayor

Date

ATTEST:

By _____
Maricela Hernandez, City Clerk

Date

APPROVED AS TO FORM:

By _____
Matthew T. Summers, City Attorney

Date

CITY OF HIDDEN HILLS

By _____
Steve Freedland, Mayor

Date

ATTEST:

By _____
Kerry Kallman, City Manager

Date

APPROVED AS TO FORM:

By _____
Roxanne M. Diaz, City Attorney

Date

CITY OF WESTLAKE VILLAGE

By _____
Ray Pearl, Mayor

Date

ATTEST:

By _____
Antoinette Mann, City Clerk

Date

APPROVED AS TO FORM:

By _____
Terence Boga, City Attorney

Date

ATTACHMENT "A"

Effective as of July 1, 2023

EXHIBIT B-1

MALIBU CREEK WATERSHED COST SHARING TABLES

Table A1. Estimated Consultant Contract Costs for CIMP

Item		Fiscal Year 2023-2024	Fiscal Year 2024-2025	Fiscal Year 2025-2026	Fiscal Year 2026-2027 ⁽²⁾
Consultant Contract Cost	(a)	\$845,661.00	\$812,418.00	\$1,335,386.00	\$75,079.00
Management Fee	(b) = (a) x 5%	\$42,283.05	\$40,620.90	\$66,769.30	\$3,753.95
LACFCD 5% Allocation	(c) = ((a) + (b)) x 5%	\$44,397.20	\$42,651.95	\$70,107.77	\$3,941.65
Total Cost to be Shared ⁽³⁾	(d) = (a) + (b) – (c) + \$3,500	\$847,046.85	\$813,886.96	\$1,335,547.54	\$78,391.30
Total Cost Per Year	(e) = (c) + (d)	\$891,444.05	\$856,538.90	\$1,405,655.30	\$82,332.95
Contract Contingency ⁽¹⁾	(f) = (e) x 10%	\$89,144.41	\$85,653.89	\$140,565.53	\$8,233.30

(1) Only invoice through special agreement, and written authorization by PARTIES.

(2) Consultant costs for completing the July 2025-June 2026 Annual Report and conducting associated meetings.

(3) "Total Cost to be Shared" includes up to \$3,500 per fiscal year for Agoura Hills to pay the regional membership CASQA FEE on behalf of the PARTIES, except for the LACFCD since it has its own CASQA membership and pays for it separately.

Table A2. Cost Share Allocation Formula for CIMP

Party	Acres	Percent of Area ⁽²⁾	Fiscal Year 2023-2024 ⁽³⁾	Fiscal Year 2024-2025 ⁽³⁾	Fiscal Year 2025-2026 ^{(3) (4)}	Fiscal Year 2026-2027 ⁽³⁾	Total Cost
City of Agoura Hills	5,178	15.7%	\$132,941.58	\$127,737.23	\$209,610.36	\$12,303.29	\$482,592.46
City of Calabasas	4,941	15.0%	\$126,856.77	\$121,890.62	\$200,016.38	\$11,740.16	\$460,503.93
City of Hidden Hills	105	0.3%	\$2,695.80	\$2,590.27	\$4,250.50	\$249.49	\$9,786.06
City of Westlake Village	3,540	10.7%	\$90,887.06	\$87,329.04	\$143,302.57	\$8,411.29	\$329,929.96
County of Los Angeles Unincorporated	19,228	58.3%	\$493,665.64	\$474,339.79	\$778,367.73	\$45,687.07	\$1,792,060.23
Los Angeles County Flood Control District ⁽¹⁾	-	-	\$44,397.20	\$42,651.95	\$70,107.77	\$3,941.65	\$161,098.56
Totals	32,992	100%	\$891,444.05	\$856,538.90	\$1,405,655.30	\$82,332.95	\$3,235,971.20

(1) Los Angeles County Flood Control District's cost share equals 5% of total costs as expressed by "c" in Table A1.

(2) Based on percent of land in each Party area of the EWMP area (excludes Angeles National Forest land).

(3) Percent of Area multiplied by Item "d" of Table A1 for corresponding year; LACFCD cost is determined by Item "c" of Table A1. Totals include the 5% management fee.

(4) Fiscal Year 2025-2026 includes an optional task for a full watershed management plan update in the amount of \$287,422. Written concurrence in support of the optional task from each agency representatives shall be made prior to the invoicing of the pro rata share.

Table B1. Estimated Consultant Contract Costs for Nutrient Special Study

Item		Fiscal Year 2019-2020	Fiscal Year 2020-2021	Fiscal Year 2021-2022	Total Cost
Consultant Contract Cost	(a)	\$986,529.04	\$354,235.48	\$354,235.48	\$1,695,000.00
LACFCD 5% Allocation	(b) = (a) x 5%	\$49,326.45	\$17,711.77	\$17,711.77	\$84,750.00
Contract Cost to be Shared	(c) = (a) - (b)	\$937,202.59	\$336,523.71	\$336,523.71	\$1,610,250.00
Contract Management Fee (5%)	(d) = (a) x 5%	\$49,326.45	\$17,711.77	\$17,711.77	\$84,750.00
Total Cost Per Year	(e) = (a) + (d)	\$1,035,855.49	\$371,947.25	\$371,947.25	\$1,779,750.00
Contract Contingency ⁽¹⁾	(f) = (e) x 10%	\$103,585.55	\$37,194.73	\$37,194.73	\$177,975.00

(1) Only invoice through special agreement, and written authorization by PARTIES.

Table B2: Land Use Risk Breakdown Per Agency

Land Description (2005 SCAG, Using 2016 SCAG Codes)	Nutrient Risk Prioritization ⁽¹⁾	Agoura Hills		Calabasas		Hidden Hills		Westlake Village		County	
		Acres	%	Acres	%	Acres	%	Acres	%	Acres	%
Single-Family Residential	MN	1728	34.5	511	10.8	69	64.5	757	21.5	516	2.4
Multi-Family Residential	LN	194	3.9	134	2.8			129	3.7		
Other Residential	MN			44	0.9			40	1.1	1348	6.3
General Office	MN	87	1.7	88	1.9			177	5.0	24	0.1
Commercial and Services	MN	180	3.6	35	0.7			77	2.2	1	0.0
Facilities	MN	29	0.6	26	0.5			32	0.9	20	0.1
Education	MN	86	1.7	26	0.5	5	4.7	38	1.1	30	0.1
Industrial	LN	34	0.7	24	0.5			74	2.1	6	0.0
Transportation, Communication, & Utilities	LN	147	2.9	79	1.7			104	3.0	332	1.6
Mixed Commercial & Industrial	LN	34	0.7								
Open Space and Recreation	MN	108	2.2	27	0.6			150	4.3	230	1.1
Agriculture	HN	25	0.5	99	2.1	1	0.9			387	1.8
Vacant	LN	2495	48.2	3735	75.6	30	28.6	1735	49.0	16194	84.2
Water	-	14	0.3					205	5.8	45	0.2
Under Construction	MN	17	0.3	113	2.4			22	0.6	95	0.4

(1) LN = Low Nutrient Risk, MN = Medium Nutrient Risk, HN = High Nutrient Risk

Table B3: Per Party Land Area by Risk and Assignment of Weighting Factor

Party	High Nutrient (HN) Contribution Risk			85%			Medium Nutrient (MN) Contribution Risk			10%			Low Nutrient (LN) Contribution Risk			5%		
	Acres	% of HN	% Total	Acres	% of MN	% Total	Acres	% of MN	% Total	Acres	% of LN	% Total	Acres	% of LN	% Total	Acres	% of LN	% Total
City of Agoura Hills	25	4.9	0.1	2,235	33.2	6.8	2,904	11.4	8.9									
City of Calabasas	99	19.3	0.3	870	12.9	2.7	3,972	15.6	12.1									
City of Hidden Hills	1	0.2	0.0	74	1.1	0.2	30	0.1	0.1									
City of Westlake Village	-	0.0	0.0	1,293	19.2	4.0	2,042	8.0	6.2									
County of Los Angeles Unincorporated	387	75.6	1.2	2,264	33.6	6.9	16,532	64.9	50.5									
Los Angeles County Flood Control District	-	-	-	-	-	-	-	-	-									
Total	512	100	1.6	6,736	100	20.6	25,480	100	77.8									

Table B4: Party Cost Share Allocation for Nutrient Special Study

Party	(x)	Weighted Formula ⁽²⁾	Flat Fee ⁽³⁾	Subtotal	Management Fee	Total Cost Share
City of Agoura Hills	1	\$165,329.44	\$100,000.00	\$265,329.44	\$13,266.47	\$278,595.91
City of Calabasas	2	\$156,765.12	\$100,000.00	\$256,765.12	\$12,838.26	\$269,603.38
City of Hidden Hills	3	\$4,133.77	\$100,000.00	\$104,133.77	\$5,206.69	\$109,340.45
City of Westlake Village	4	\$98,108.05	\$100,000.00	\$198,108.05	\$9,905.40	\$208,013.45
County of Los Angeles Unincorporated	5	\$585,913.63	\$200,000.00	\$785,913.63	\$39,295.68	\$825,209.31
Los Angeles County Flood Control District ⁽¹⁾	-		\$84,750.00	\$84,750.00	\$4,237.50	\$88,987.50
Totals		\$1,010,250.00	\$684,750.00	\$1,695,000.00	\$84,750	\$1,779,750.00

(1) Los Angeles County Flood Control District's cost share equals 5% of total costs as expressed by "(e)" in Table B1.

(2) Special formula, each Party area of the EWMP area (excludes Parks land).

$$Party_{(x)} \text{ Cost Share} = [(c) - \$600,000] \times \frac{[(HN_{\%} \times HN_x) + (MN_{\%} \times MN_x) + (LN_{\%} \times LN_x)]}{[(HN_{\%} \times HN_T) + (MN_{\%} \times MN_T) + (LN_{\%} \times LN_T)]}$$

Where, x =Item (x) of Table B4
 c =Item (c) of Table B1
 $HN_{\%}$ =85% from Table B3
 HN_T =512 acres from Table B3
 $MN_{\%}$ =10% from Table B3
 MN_T =6,736 acres from Table B3
 $LN_{\%}$ =5% from Table B3
 LN_T =27,263 acres from Table B3

(3) A Flat Fee of \$100,000 is applied to each Party to recognize an equal weighting portion of the study beyond the formula in Footnote (2). County of Los Angeles Unincorporated opted to cover the \$100,000 Flat Fee for Los Angeles County Flood Control District.

Table B5: Fiscal Year Invoicing for Nutrient Special Study

Party	Fiscal Year 2019-2020 ⁽³⁾	Fiscal Year 2020-2021 ⁽³⁾	Fiscal Year 2021-2022 ⁽³⁾	Total Cost Share
City of Agoura Hills	\$53,720.38	\$107,440.76	\$117,434.77	\$278,595.91
City of Calabasas	\$51,827.96	\$103,655.92	\$114,119.50	\$269,603.38
City of Hidden Hills	\$21,845.37	\$43,690.73	\$43,804.36	\$109,340.45
City of Westlake Village	\$40,782.42	\$81,564.84	\$85,666.19	\$208,013.45
County of Los Angeles Unincorporated	\$849,881.88	-	(\$24,672.57)	\$825,209.31
Los Angeles County Flood Control District ⁽¹⁾	\$17,797.50	\$35,595.00	\$35,595.00	\$88,987.50
Total	\$1,035,855.50	\$371,947.25	\$371,947.25	\$1,779,750.00



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: JUNE 13, 2023

TO: HONORABLE MAYOR AND COUNCILMEMBERS

**FROM: PHILIP LANZAFAME, INTERIM PUBLIC WORKS DIRECTOR
TATIANA HOLDEN, P.E., DEPUTY PUBLIC WORKS DIRECTOR**

SUBJECT: APPROVAL OF THE MEMORANDUM OF AGREEMENT BETWEEN THE CITY OF CALABASAS AND SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS AND 19 AGENCIES REGARDING THE ADMINISTRATION AND COST SHARING FOR IMPLEMENTING THE COORDINATED INTEGRATED MONITORING PROGRAM AND WATERSHED MANAGEMENT PLAN FOR THE UPPER LOS ANGELES RIVER WATERSHED MANAGEMENT AREA

MEETING

DATE: JUNE 28, 2023

SUMMARY RECOMMENDATION:

That the City Council approve the Memorandum of Agreement Between the City of Calabasas and San Gabriel Valley Council of Governments and 19 Agencies Regarding the Administration and Cost Sharing for Implementing the Coordinated Integrated Monitoring Program (CIMP) and Watershed Management Plan (WMP) for the Upper Los Angeles River Watershed Management Area (ULAR WMA).

BACKGROUND:

On November 8, 2012, the Los Angeles Regional Water Quality Control Board (Regional Board) adopted Order R4-2012-0175, the Municipal National Pollutant Discharge Elimination Systems Permit (MS4 Permit), which became effective on December 28, 2012. This MS4 Permit incorporated 33 Total Maximum Daily Loads (TMDLs) and incentives for permittees willing to work cooperatively with

other agencies in watershed efforts. The 2021 MS4 Permit became effective on September 11, 2021, superseding the 2012 MS4 Permit.

On December 2, 2013, the City Council approved participation in the Upper Los Angeles River Enhanced Watershed Management Plan Group (ULAR Group) and authorized the City's participation in the development of a WMP and the associated CIMP. On August 5, 2015, the Regional Board approved the CIMP. Per the requirements of the 2021 MS4 Permit, a revised CIMP was submitted to the Regional Board on March 13, 2023 and is pending approval.

On April 20, 2016, the Regional Board approved the EWMP. Per the requirements of the 2021 MS4 Permit, a revised WMP was submitted to the Regional Board on June 28, 2021 and received a conditional approval on May 1, 2023.

In 2016, the City of Calabasas, and 18 other agencies entered into an agreement with the City of Los Angeles for the administration and cost sharing for the implementation of the CIMP for the ULAR Group. This agreement was set to expire on June 30, 2018. On May 23, 2018, the City of Calabasas, and 18 other agencies entered into an MOA with the City of Los Angeles for the administration and cost sharing for the implementation of the CIMP for the ULAR Group. The San Gabriel Valley Council of Governments (SGVCOG) was utilized for the contracting services and financial management of the MOA, as it provided various program efficiencies. This MOA will expire on June 30, 2023.

DISCUSSION:

The established cost sharing agreement has worked well. The proposed MOA is being presented to continue the administration and establish the cost share based on services used by each member of the Group. The SGVCOG will continue to manage the financial and contracting obligations of this MOA for an annual fee, included in the cost sharing of the MOA. Cost sharing will continue to be based off of land area percentage in the ULAR WMA; the City of Calabasas's land area percentage is 1.29%.

The City of Los Angeles has performed monitoring and WMP activities within the Los Angeles River Watershed for the last four years under the terms of the expiring MOA and proposes to continue to perform the monitoring and WMP services for the three (3) three-year term of the new MOA, which is through the fiscal year 2025-26.

FISCAL IMPACT/SOURCE OF FUNDING:

The City's total cost to implement the CIMP will be approximately \$64,755 for the three-year term of the agreement. The below table demonstrates the fiscal year budget impact, as set forth in Exhibit B Table 1 of Attachment A.

Fiscal Year	ULAR MOA Cost Share
FY 23/24	\$20,731
FY 24/25	\$20,070
FY 25/26	\$23,954
TOTAL	\$64,755

The City receives an estimated \$390,000 annually of Measure W municipal funding. Measure W guidelines allow the City to use as much as 30% of its municipal return monies on existing water quality projects or programs. The City’s annual cost to implement the subject MOA could be paid in whole, or in part, by the municipal return.

REQUESTED ACTION:

That the City Council approve the MOA regarding the administration and cost sharing for implementing the Coordinated Integrated Monitoring Program (CIMP) and Watershed Management Plan (WMP) in the amount of \$64,755 for the Upper Los Angeles River Watershed Management Area.

ATTACHMENT:

Attachment A: Memorandum of Agreement

MEMORANDUM OF AGREEMENT

BETWEEN THE CITY OF LOS ANGELES, THE CITY OF ALHAMBRA, THE CITY OF BURBANK, THE CITY OF CALABASAS, THE CITY OF GLENDALE, THE CITY OF HIDDEN HILLS, THE CITY OF LA CANADA FLINTRIDGE, THE CITY OF MONTEBELLO, THE CITY OF MONTEREY PARK, THE CITY OF PASADENA, THE CITY OF ROSEMEAD, THE CITY OF SAN FERNANDO, THE CITY OF SAN GABRIEL, THE CITY OF SAN MARINO, THE CITY OF SOUTH EL MONTE, THE CITY OF SOUTH PASADENA, THE CITY OF TEMPLE CITY, LOS ANGELES COUNTY FLOOD CONTROL DISTRICT, THE COUNTY OF LOS ANGELES, THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS

REGARDING THE ADMINISTRATION AND COST SHARING FOR IMPLEMENTING THE COORDINATED INTEGRATED MONITORING PROGRAM (CIMP) AND WATERSHED MANAGEMENT PROGRAM (WMP) FOR THE UPPER LOS ANGELES RIVER WATERSHED MANAGEMENT AREA

This Memorandum of Agreement (MOA), including its attachments, exhibits and schedules, is made and entered into as of July 1st, 2023 by and between The SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS (SGVCOG), a California Joint Powers Authority, THE CITY OF LOS ANGELES (CITY), a municipal corporation, THE CITY OF ALHAMBRA, a municipal corporation, THE CITY OF BURBANK, a municipal corporation, THE CITY OF CALABASAS, a municipal corporation, THE CITY OF GLENDALE, a municipal corporation, THE CITY OF HIDDEN HILLS, a municipal corporation, THE CITY OF LA CANADA FLINTRIDGE, a municipal corporation, THE CITY OF MONTEBELLO, a municipal corporation, THE CITY OF MONTEREY PARK, a municipal corporation, THE CITY OF PASADENA, a municipal corporation, THE CITY OF ROSEMEAD, a municipal corporation, THE CITY OF SAN FERNANDO, a municipal corporation, THE CITY OF SAN GABRIEL, a municipal corporation, THE CITY OF SAN MARINO, a municipal corporation, THE CITY OF SOUTH EL MONTE, a municipal corporation, THE CITY OF SOUTH PASADENA, a municipal corporation, THE CITY OF TEMPLE CITY, a municipal corporation, LOS ANGELES COUNTY FLOOD CONTROL DISTRICT (LACFCD), a body corporate and politic, and the COUNTY OF LOS ANGELES (COUNTY), a political subdivision of the State of California. Collectively, these entities shall be known herein as PARTIES or individually as PARTY.

RECITALS

WHEREAS, the U.S. Environmental Protection Agency (USEPA) and the California Regional Water Quality Control Board, Los Angeles Region (Regional Board) have classified the Greater Los Angeles County Municipal Separate Storm Sewer System

(MS4) as a large MS4 pursuant to 40 Code of Federal Regulations (CFR) section 122.26(b)(4) and a major facility pursuant to 40 CFR section 122.2; and

WHEREAS, the Regional Board adopted the 2012 National Pollutant Discharge Elimination System MS4 Permit No. R4-2012-0175 on November 8, 2012, which was re-adopted in the 2021 Regional Phase I MS4 Permit Order No. R4-2021-0105; and

WHEREAS, the 2012 MS4 Permit became effective on December 28, 2012, and required that the LACFCD, the COUNTY, and 84 of the 88 cities within the County comply with its prescribed elements; and

WHEREAS the 2021 MS4 Permit became effective on September 11, 2021, superseding the 2012 MS4 Permit, and requires the COUNTY, LACFCD, 85 cities within the coastal watersheds of Los Angeles County, the Ventura County Watershed Protection District, the County of Ventura, and 10 cities within Ventura County to comply with its prescribed elements; and

WHEREAS, the MS4 Permit identifies the PARTIES as MS4 permittees responsible for compliance with the Permit's requirements pertaining to the PARTIES' collective jurisdictional area in the Upper Los Angeles River Watershed Management Area as identified in Exhibit D of this MOA; and

WHEREAS, the CITY and the cities of Alhambra, Burbank, Calabasas, Glendale, Hidden Hills, La Canada Flintridge, Montebello, Monterey Park, Pasadena, Rosemead, San Fernando, San Gabriel, San Marino, South El Monte, South Pasadena, and Temple City and LACFCD and the COUNTY formed the Upper Los Angeles River Watershed Management Group (ULAR WMG) to collaborate on the Watershed Management Program (WMP) and the Coordinated Integrated Monitoring Program (CIMP) in accordance with the MS4 Permit, with the CITY serving as the ULAR WMG Lead Agency; and

WHEREAS, the PARTIES desired to collaborate on the development of a WMP and a CIMP in accordance with the MS4 Permit for a portion of the Upper Los Angeles River Watershed Management Area as identified in Exhibit D of this MOA to comply with all applicable monitoring requirements of the MS4 Permit; and

WHEREAS, the first WMP was submitted to the Regional Board by the PARTIES on June 25, 2015 and was approved by the Regional Board on April 20, 2016; and

WHEREAS, a revised WMP was submitted to the Regional Board on June 28, 2021 and is pending approval; and

WHEREAS, the first CIMP was submitted to the Regional Board by the PARTIES on April 30, 2015 and was approved by the Regional Board on August 5, 2015; and

WHEREAS, a revised CIMP was submitted to the Regional Board on March 13, 2023 and is pending approval; and

WHEREAS, the PARTIES have agreed to cooperatively share and fully fund the estimated costs of the implementation of the CIMP and WMP; and

WHEREAS, the PARTIES agree that each shall assume full and independent responsibility for ensuring its own compliance with the MS4 Permit notwithstanding this MOA; and

WHEREAS, the PARTIES desire to have the SGVCOG: (a) invoice and collect funds from each of the PARTIES to cover the costs of MONITORING SERVICES and WMP-RELATED TASKS and pay the CITY; (b) perform tasks identified in CONTRACT ADMINISTRATION in Exhibit A of this MOA;

NOW, THEREFORE, in consideration of the mutual benefits to be derived by the PARTIES, and of the promises contained in this MOA, the PARTIES agree as follows:

Section 1. Recitals. The recitals set forth above are true and correct and fully incorporated into this MOA.

Section 2. Purpose. The purpose of this MOA is to cooperatively fund the MONITORING SERVICES and WMP-RELATED TASKS, as set forth in Exhibit A of this MOA.

Section 3. Cooperation. The PARTIES shall fully cooperate with one another to attain the purposes of this MOA.

Section 4. Voluntary. The PARTIES have voluntarily entered into this MOA for the implementation of the MONITORING SERVICES and WMP-RELATED TASKS, and to authorize the SGVCOG to administer the cost-sharing.

Section 5. Term. This MOA shall become effective on July 1, 2023 and shall remain in effect for three (3) years up to and including June 30, 2026. The MOA may be extended, through mutual agreement of the PARTIES.

Section 6. Commitment. Once effective, the PARTIES agree to uphold the promises contained in this MOA for the duration of the agreed upon term. The Parties agree that costs, expenses, fees, liabilities, and obligations incurred by the CITY in performing MONITORING SERVICES in accordance with Tables 2-2C(i) of Exhibit B and WMP-

RELATED TASKS in accordance with Table 3-3B of Exhibit B prior to the execution date of this MOA but after July 1, 2023, shall be cost-shared under this Agreement according to the amounts specified in Exhibit B and shall be included in the first invoice.

Section 7. THE PARTIES AGREE:

- a. Monitoring Services. The CITY will perform the MONITORING SERVICES as defined in Exhibit A.
- b. WMP-Related tasks. The CITY and the SGVCOG will perform the WMP-RELATED TASKS, as defined in Exhibit A.
- c. Reporting. Each PARTY hereto authorizes the CITY to prepare and submit reports to the Regional Board as required by the MS4 Permit. In addition, the CITY will submit to the PARTIES the data used to prepare the reports. This data will be transmitted electronically to all PARTIES and as requested by the Regional Board. The CITY will provide sufficient time to the PARTIES to review the prepared reports. The CITY shall consider incorporating such comments received and answering a PARTY's questions to the best of its abilities prior to its submittal to the Regional Board.
- d. Contract Administration. The SGVCOG will be responsible for CONTRACT ADMINISTRATION, as defined in Exhibit A.
- e. Communication. To the extent the PARTIES have communications related to CONTRACT ADMINISTRATION as defined in Exhibit A, such communications shall be directed to the SGVCOG. Communications concerning MONITORING SERVICES and WMP-RELATED TASKS under this Agreement shall be directed to the ULAR WMG lead agency. Written notice will be provided to the PARTIES should contact information from the SGVCOG and/or the ULAR WMG lead agency change.
- f. Contracting. The PARTIES contemplate that other individual NPDES permit holders may wish to participate in the MONITORING SERVICES without being a party to this MOA. In the event that another NPDES permittee wants to participate in the MONITORING SERVICES, the SGVCOG may enter into an individual separate agreement with such individual NPDES permittee. The individual NPDES permittee will not become a party to this MOA but will be responsible for its proportionate share of the costs for those MONITORING SERVICES. If other individual NPDES permit holders' participation modifies the PARTIES' proportionate cost share, each PARTIES' proportional payment obligation shall be modified administratively in Exhibit B.

Section 8. Invoicing and Payment.

- a. Invoicing. The SGVCOG will invoice all PARTIES, except the CITY, annually in amounts not exceeding the invoice amounts shown in Table 1 of Exhibit B. The annual invoices will be issued by the SGVCOG to the PARTIES in July of each calendar year for their proportional share of the estimated cost for MONITORING SERVICES and WMP-RELATED TASKS, including SGVCOG's Contact Management Fee, for the fiscal year, as shown in Exhibit B. The first invoice will be issued in July 2023 or upon the execution of this Agreement, whichever is later. The PARTIES hereby acknowledge and ratify services performed on or after the earlier of July 1st, 2023 or the date of the last signature of the PARTIES that are performed in accordance with the terms and conditions of the MOA. Such services shall be included in the first invoice and reimbursable pursuant to this MOA. The CITY will invoice the SGVCOG for tasks performed, deducting the CITY's cost portion for such tasks and the CITY's cost portion for the SGVCOG's program management fee. The CITY shall provide SGVCOG an accounting of the MONITORING SERVICES, and any WMP-RELATED TASKS completed during each annual payment term consistent with the format as shown in Exhibit E.
- b. Annual Payment. Each PARTY, excluding the CITY, shall pay the SGVCOG for their invoice within sixty (60) days of receipt of the invoice from the SGVCOG.
- c. Late Payment Penalty. Any payment that is not received within sixty (60) days following receipt of the invoice from SGVCOG shall be subject to a late payment of 10%. Interest on any late payments shall accrue at the rate of 1% per month for each month a payment is past due.
- d. Delinquent Payments. A payment not made within three hundred and sixty-five (365) days after receipt of the invoice from the SGVCOG shall result in the SGVCOG notifying the Regional Board and the PARTIES that the delinquent PARTY is no longer a participating member of the CIMP or WMP. The PARTY shall be deemed to have withdrawn from this MOA and the remaining PARTIES' cost share allocation shall be adjusted in accordance with the cost allocation formula in Table 1 of Exhibit B. Withdrawal shall not relieve a PARTY's obligation to pay its proportionate share of costs that were due at the time of the deemed withdrawal.
- e. Contingency. Each PARTY's annual invoice will include a contingency of fifteen percent (15%) for MONITORING SERVICES and fifteen percent (15%) for WMP-RELATED TASKS, as shown in Exhibit B. Contingency funds will be held by SGVCOG until such time as they are needed. Contingency funds that are used will be applied to each PARTY based on its proportional share. No PARTY will be

obligated to pay for additional expenditures which exceed its contingency amounts without an amendment to this MOA.

- i. Monitoring Services Contingency. The CITY shall have access to the MONITORING SERVICES Contingency, for paying for or otherwise implementing the MONITORING SERVICES defined in Exhibit A of this MOA. The CITY shall notify the PARTIES before use of the MONITORING SERVICES Contingency is appropriate or required as soon as practicable but any failure to notify any PARTY or the PARTIES shall not alter, eliminate, or affect the CITY's right to payment. The CITY will indicate the amount of MONITORING SERVICES Contingency used in its applicable invoice(s) to the SGVCOG for implementation of the MONITORING SERVICES. Should the CITY determine in its reasonable discretion that the MONITORING SERVICES Contingency not be necessary for MONITORING SERVICES, the PARTIES may administratively shift these funds to be used for WMP-RELATED TASKS and do so using the process defined in Section 9(c).
 - ii. WMP-Related Tasks Contingency. The PARTIES may utilize WMP-RELATED TASKS Contingency to complete projects consistent with the WMP-RELATED TASKS defined in Exhibit A. To utilize WMP-RELATED TASKS Contingency, the ULAR WMG shall discuss the proposed activity and the ULAR WMG will come to a majority consensus, using the process defined in Section 9(c), as to whether to move forward with the use of WMP-RELATED TASKS Contingency and the process for implementation. The SGVCOG shall utilize the WMP-RELATED TASKS Contingency to reimburse the entity responsible for administering the approved WMP-RELATED TASK funded by the WMP-RELATED TASKS Contingency. Should the WMP-RELATED TASKS Contingency not be necessary for WMP-RELATED TASKS, the PARTIES may administratively shift these funds to be used for MONITORING SERVICES, using the process defined in Section 9(c).
- f. Shifting of Funds. The PARTIES may shift funds collected under this MOA between MONITORING SERVICES and WMP-RELATED TASKS administratively, without an amendment to this MOA, provided that the overall amount does not exceed the total not-to-exceed amount of this MOA or a PARTY'S annual proportional cost, as set forth in Table 1 of Exhibit B, and if approved by a majority consensus, using the process defined in Section 9(c). Should the CITY require a shift in funds between MONITORING SERVICES and WMP-RELATED TASKS in order to implement the MONITORING SERVICES and WMP-RELATED TASKS, it shall notify the SGVCOG before shifting these funds.

- g. Contract Management Fee. The SGVCOG will receive a Contract Management Fee of \$100,000 per year for administration of this MOA by the SGVCOG. Each PARTY will be assessed its proportionate share of the annual Contract Management Fee as shown in Table 4 of Exhibit B.
- h. Reconciliation of this MOA. At the end of the MOA, the SGVCOG will provide the PARTIES with an accounting of actual expenditures, consistent with the format as shown in Exhibit E, within ninety (90) days. Any unexpended funds held by SGVCOG at the termination of this MOA will be rolled-over to cover expenses in any subsequent MOA. PARTIES may request in writing a refund or credit of any unexpended funds by the SGVCOG, in accordance with the distributed cost formula set forth in Table 1 of Exhibit B.

Section 9. THE PARTIES FURTHER AGREE:

- a. Documentation. The PARTIES agree to promptly provide at no cost to the CITY all requested information and documentation in their possession that the CITY, in its discretion, deems to be necessary or helpful for the performance of the MONITORING SERVICES and WMP-RELATED TASKS.
- b. Access. During the term of this MOA on an as-needed basis, each PARTY shall allow the CITY or its contractor reasonable access and entry to land, facilities and structures owned, operated, or controlled by the PARTY, which access and entry are necessary or helpful for the CITY or its contractor to perform MONITORING SERVICES and WMP-RELATED TASKS (FACILITIES). The FACILITIES shall include but not be limited to the PARTY's storm drains, channels, catch basins, and similar, provided, however, that prior to entering any of the PARTIES FACILITIES, the CITY or its contractor, as applicable, shall provide seventy-two (72) hours advance written notice of entry to the applicable PARTY, or in the cases where seventy-two (72) hours' advance written notice is not possible, such as in cases of unforeseen wet weather, the CITY or its contractor shall provide written notice to the applicable PARTY as early as reasonably possible. Any PARTY, including LACFCD, agrees to provide the CITY or its contractor a "no-fee" Access Permit to its FACILITIES. This Access Permit does not cover any fees that may be required for Construction Permits for the installation of permanent monitoring equipment. The CITY shall secure any required necessary permits prior to entry.
- c. Consensus. The PARTIES agree that consensus in the ULAR WMG will be determined by a two-thirds supermajority (66.66%) voting of the ULAR WMG members based on each PARTY's percentage land area of the Watershed as shown in Exhibit D. Consensus shall be reached using an email vote of ULAR WMG members. Any PARTY that does not respond to a vote within five business days, shall be considered to support the majority consensus.

- d. Participation. Each PARTY shall designate an individual to provide representation at the ULAR WMG that is authorized to provide official input on behalf of the PARTY. Each PARTY shall ensure that a representative attends the ULAR WMG meetings and, if necessary, responds to email communication.
- e. Additional Activities. The PARTIES agree that additional activities may arise in the course of implementing this MOA, and there may be interest in utilizing funds collected through this MOA or pursuing additional funds, including but not limited to the Safe Clean Water Program, to complete those projects. The ULAR WMG, led by the ULAR WMG Lead Agency, shall discuss and determine additional activities to be completed and the implementation approach to completing those projects. The ULAR WMG will determine which activities to pursue in accordance with the consensus process defined in Section 9(c). Any other PARTY that does not desire to participate in an additional activity can submit a written request to the SGVCOG that they do not desire to be part of the activity. The non-participating PARTY will not be responsible for its proportionate share of funds to complete the additional project, and the cost will be recalculated amongst the remaining PARTIES.

Section 10. Indemnification. Each PARTY shall indemnify, defend, and hold harmless each other PARTY, on a pro rata basis, including its special districts, their member agencies, elected and appointed officers, employees, agents, attorneys, and designated volunteers from and against any and all liability, including, but not limited to, demands, claims, actions, fees, costs, and expenses (including reasonable attorneys and expert witness fees), arising from or connected with this MOA; provided, however, that no PARTY shall indemnify another PARTY for that PARTY's own negligence or willful misconduct.

Section 11. Termination

- a. Noticing. Any PARTY may withdraw from this MOA for any reason, in whole or part, by giving the SGVCOG and the Regional Board thirty (30) days written notice thereof. Withdrawing PARTIES shall remain wholly responsible for their proportional share of the costs of MONITORING SERVICES and WMP-RELATED TASKS for any fiscal year for which the PARTY has not withdrawn. Withdrawing PARTIES shall not be entitled to any refunds. Each PARTY shall also be responsible for the payment of its own fines, penalties or costs incurred as a result of the non-performance of the CIMP and/or WMP. Upon withdrawal by the SGVCOG, the PARTIES shall meet and confer to designate an alternate organization to accept the SGVCOG's responsibilities under this MOA.

- b. Default. If a PARTY fails to comply with any of the terms or conditions of this MOA, that PARTY shall forfeit its rights to the work completed through this MOA, but no such forfeiture shall occur unless and until the defaulting PARTY has first been given notice of its default and a reasonable opportunity to cure the alleged default
- c. Equipment Ownership. Devices such as automatic sampling stations - inclusive of a cabinet, sampling equipment, ancillary devices, power supplies (EQUIPMENT) may be installed to implement the CIMP. Any PARTY voluntarily terminating membership will not be entitled to a refund for the portion of the share paid to acquire and to operate the EQUIPMENT nor for the remaining value of the EQUIPMENT, if any. The operational life of such EQUIPMENT is approximately seven years, and after which it may be obsolete or may require major remodel or replacement of electrical and mechanical components costing equivalent to a purchase of a new EQUIPMENT. The remaining PARTIES agree to own, operate and maintain and or replace the EQUIPMENT.

Section 12. General Provisions

- a. Notices. Any notices, bills, invoices, or reports relating to this MOA, and any request, demand, statement, or other communication required or permitted hereunder shall be in writing and shall be delivered to the representatives of the PARTIES at the addresses set forth in Exhibit C attached hereto and incorporated herein by reference. PARTIES shall promptly notify each other of any change of contact information, including personnel changes, provided in Exhibit C. Written notice shall include notice delivered via e-mail or fax. A notice shall be deemed to have been received on (a) the date of delivery, if delivered by hand during regular business hours, or by confirmed facsimile or by e-mail; or (b) on the third (3rd) business day following mailing by registered or certified mail (return receipt requested) to the addresses set forth in Exhibit C.
- b. Administration. For the purposes of this MOA, the PARTIES and SGVCOG hereby designate as their respective representatives the persons named in Exhibit C. The designated representatives, or their respective designees, shall administer the terms and conditions of this MOA on behalf of their respective entities. Each of the persons signing below on behalf of a PARTY or the SGVCOG represents and warrants that he or she is authorized to sign this MOA on behalf of such entity.
- c. Relationship of the Parties. The PARTIES to this MOA are, and shall at all times remain as to each other, wholly independent entities. No PARTY shall have power to incur any debt, obligation, or liability on behalf of any other PARTY unless expressly provided to the contrary by this MOA. No employee, agent, or officer of a PARTY shall be deemed for any purpose whatsoever to be an agent, employee, or officer of another PARTY.

- d. Amendment. The terms and provisions of this MOA may not be amended, modified, or waived, except by an instrument in writing signed by all non-delinquent PARTIES and the SGVCOG. Such amendments may be executed by those individuals listed in Exhibit C or by a person authorized to execute such amendment on behalf of each PARTY.
- e. Law to Govern. This MOA is governed by, interpreted under, and construed and enforced in accordance with the laws of the State of California. In the event of litigation related to this MOA, venue in the State Superior Court or Federal District Court shall lie exclusively in the County of Los Angeles.
- f. No Presumption in Drafting. The PARTIES to this MOA agree that the general rule that an MOA is to be interpreted against the PARTY drafting it, or causing it to be prepared shall not apply.
- g. Severability. If any provision of this MOA shall be determined by any court to be invalid, illegal, or unenforceable to any extent, then the remainder of this MOA shall not be affected, and this MOA shall be construed as if the invalid, illegal, or unenforceable provision had never been contained in this MOA.
- h. Entire Agreement. This MOA constitutes the entire agreement of the PARTIES to this MOA with respect to the subject matter hereof.
- i. Waiver. Waiver by any PARTY to this MOA of any term, condition, or covenant of this MOA shall not constitute a waiver of any other term, condition, or covenant. Waiver by any PARTY to this MOA of any breach of the provisions of this MOA shall not constitute a waiver of any other provision, nor a waiver of any subsequent breach or violation of any provision of this MOA.
- j. Counterparts. This MOA may be executed in any number of counterparts, which execution may be by electronic means as defined in Civil Code section 1633.2 and each of which shall be an original, but all of which taken together shall constitute but one and the same instrument, provided, however, that such counterparts shall have been delivered to all PARTIES to this MOA.
- k. All PARTIES to this MOA have been represented by counsel in the preparation and negotiation of this MOA. Accordingly, this MOA shall be construed according to its fair language.

IN WITNESS WHEREOF, the PARTIES have caused this MOA to be executed by their duly authorized representatives and affixed as of the date of signature of the PARTIES:

COUNTY OF LOS ANGELES

By

Mark Pestrella, Director of Public Works

Dated

APPROVED AS TO FORM:

Dawyn R. Harrison
County Counsel

By

Deputy

Dated

LOS ANGELES COUNTY FLOOD CONTROL DISTRICT

By

Mark Pestrella, Chief Engineer

Dated

APPROVED AS TO FORM:

Dawyn R. Harrison
County Counsel

By

Deputy

Dated

CITY OF ALHAMBRA

By _____
Adele Andrade-Stadler, Mayor

Dated

ATTEST:

By _____
Lauren Myles
City Clerk

APPROVED AS TO FORM:

By _____
Joseph M. Montes, Esq.
City Attorney

CITY OF LOS ANGELES

Dated: _____

By: _____

Aura Garcia, President
Board of Public Works

ATTEST:

Holly Wolcott
Interim City Clerk

APPROVED AS TO FORM:

Hydee Feldstein Soto
City Attorney

By: _____

Adena M. Hopenstand
Deputy City Attorney

CITY OF BURBANK

Dated: _____

By _____

Konstantine Anthony, Mayor

ATTEST:

Justin Hess, City Manager

APPROVED AS TO FORM:

Joseph H. McDougall, City Attorney

CITY OF CALABASAS

Dated: _____

By _____
David J. Shapiro, Mayor

ATTEST:

Maricela Hernandez, City Clerk

APPROVED AS TO FORM:

Matthew T. Summers, City Attorney

THE CITY OF GLENDALE

Dated: _____

By _____
Ardy Kassakhian, Mayor

ATTEST:

Roubik Golanian, P.E., City Manager

APPROVED AS TO FORM:

Michael Garcia, City Attorney

CITY OF HIDDEN HILLS

Dated:

By

Steve Freedland, Mayor

ATTEST:

Deana L. Gonzalez, CMC, City Clerk

APPROVED AS TO FORM:

Roxanne M. Diaz, City Attorney

CITY OF LA CANADA FLINTRIDGE

Dated: _____

By _____

ATTEST:

APPROVED AS TO FORM:

Adrian R. Guerra, City Attorney

CITY OF MONTEBELLO

Dated: _____

By _____
David Torres, Mayor

ATTEST:

Christopher Jimenez, City Clerk

APPROVED AS TO FORM:

Arnold Alvarez-Glasman, City Attorney

CITY OF MONTEREY PARK

Dated: _____

By:

Ron Bow, City Manager

ATTEST:

By: _____
Maychelle Yee, City Clerk

APPROVED AS TO FORM:

By: _____
Karl H. Berger, City Attorney

CITY OF PASADENA

Dated: _____

By _____
Miguel Márquez, City Manager

ATTEST:

Mark Jomsky, City Clerk

APPROVED AS TO FORM:

Debra Wordham, Assistant City Attorney

CITY OF ROSEMEAD

Dated: _____

By _____
Ben Kim, City Manager

ATTEST:

Gloria Molleda, City Clerk

APPROVED AS TO FORM:

Rachel H. Richman, City Attorney

CITY OF SAN FERNANDO

Dated: _____

By _____
Celeste T. Rodriguez, Mayor

ATTEST:

Julia Fritz, City Clerk

APPROVED AS TO FORM:

Richard Padilla, City Attorney

CITY OF SAN GABRIEL

Dated: _____

By _____
Mark Lazzaretto, City Manager

ATTEST:

Sharon Clark, City Clerk

APPROVED AS TO FORM:

Keith Lemieux, City Attorney

CITY OF SAN MARINO

Dated: _____

By _____
Steve Talt, Mayor

ATTEST:

Mario Rueda, Acting City Manager

APPROVED AS TO FORM:

Joseph Montes, City Attorney

CITY OF SOUTH EL MONTE

Dated: _____

By _____
Rene Salas, City Manager

ATTEST:

Donna G. Shwartz, City Clerk

APPROVED AS TO FORM:

Anthony R. Taylor, City Attorney

CITY OF SOUTH PASADENA

Dated: _____

By _____
Arminé Chaparyan, City Manager

ATTEST:

Mark Perez, Deputy City Clerk

APPROVED AS TO FORM:

Andrew L. Jared, City Attorney

CITY OF THE TEMPLE CITY

Dated: _____

By _____
Cynthia Sternquist, Mayor

ATTEST:

Peggy Kuo, City Clerk

APPROVED AS TO FORM:

Greg Murphy, City Attorney

SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS

Dated: _____

By: _____
Marisa Creter, Executive Director

ATTEST:

By: _____

APPROVED AS TO FORM:

By: _____
David DeBerry
Counsel for the SGVCOG

EXHIBIT A

MOA Scope of Work

The purpose of this MOA is to facilitate compliance by the ULAR WMG with the MS4 Permit. The tasks below outline the broadly-expected work anticipated to comply with the Permit.

MONITORING SERVICES

This includes any and all tasks required to comply with the monitoring requirements established in the MS4 Permit and associated documents. This includes but is not limited to implementation of the ULAR CIMP (Coordinated Integrated Monitoring Program), which includes but is not limited to the following activities:

- Receiving Water Monitoring
- Stormwater Outfall Monitoring
- Non-Stormwater Outfall Monitoring
- Urban Lakes Monitoring
- Data Management
- Capital, Operation, and Maintenance Activities
- Purchasing, maintaining, and replacing equipment (capital costs) necessary for monitoring activities
- Development of the monitoring sections to be included in the Annual Report (e.g. trends analysis, Total Maximum Daily Load (TMDL) attainment, summary of monitoring activities)
- Annual Reconciliation of the MONITORING SERVICES under the MOA.
- This work may include additional activities and requirements based upon the March 2023 CIMP revisions, any other future CIMP revision, and subsequent requirements for the Regional Board.

The City is responsible for completing the MONITORING SERVICES in this MOA, including by utilizing consultant support services.

WMP-RELATED TASKS

This includes any and all tasks required to comply with the MS4 Permit, as well as other work that is determined to advance the cities' efforts in complying with the MS4 Permit. The ULAR WMG is required to complete the following activities as part of the ULAR Watershed Management Program (WMP). This includes but is not limited to the sub-tasks defined below:

- Annual Reporting (including the WMP Progress Report)
- Report of Waste Discharge (ROWD)
- Adaptive Management
- Trash Monitoring and Reporting Plan (TMRP)
- WMP Revisions
- Website management (lastormh2o.org)
- California Stormwater Quality Association (CASQA) Membership

Contracts regarding WMP-RELATED TASKS will be administered by the SGVCOG utilizing a consultant(s) selected in coordination with the ULAR WMG, unless otherwise determined by the ULAR WMG. The lead agency of the ULAR WMG will provide subject-matter expertise and project management support to the SGVCOG and its consultants for the purposes of completing this task.

CONTRACT ADMINISTRATION

This includes any and all tasks associated with administering this MOA, including but not limited to the following:

- Facilitate the development of agreements and subsequent amendments for the ULAR WMG.
- Manage procurements, contracting, and contract administration for consultants and contractors, with the lead agency of the ULAR WMG providing subject-matter expertise and project management support. This could include establishing and managing a bench of technical consultants that could be utilized by any PARTY.
- Distribute invoices and collect payment from PARTIES.
- Pay invoices from the City, upon receipt of invoice, as established in Section 8(a) of the MOA.
- Manage the MOA budget in coordination with the lead agency of the ULAR WMG.
- Facilitate the preparation of ULAR WMG administrative procedures by ULAR WMG and ensure compliance with these procedures.
- Annual Reconciliation of WMP-RELATED TASKS under the MOA.

The CONTRACT ADMINISTRATION tasks will be completed by the SGVCOG.

Additional tasks may be identified in the process of complying with the Permit, at which point the ULAR WMG would determine the optimal approach to ensuring that the ULAR WMG remains in compliance with any and all aspects of the MS4 Permit and its associated documents.

EXHIBIT B

MOA Cost Estimates

Table 1. Distribution of Combined Annual Implementation Costs (CIMP/WMP/CASQA/SGVCOG fee) 35

Table 2. Distribution of Cost for Implementing Total ULAR CIMP Monitoring Services 36

Table 2A. Costs for General CIMP Monitoring Services 37

 Table 2A(i). Distribution of Costs for General CIMP Monitoring Services 37

Table 2B. Costs for Arroyo Seco NSWO Monitoring..... 38

 Table 2B(i). Distribution of Costs for Arroyo Seco NSWO Monitoring 38

Table 2C. Costs for Legg Lake Monitoring 39

 Table 2C(i). Distribution of Costs for Legg Lake Monitoring 39

Table 3. Distribution of Costs for Implementing WMP-Related Tasks (including CASQA fees)..... 39

Table 3A. Costs for Implementing General WMP-Related Tasks 40

Table 3B. Distribution of Costs for CASQA Membership Fees 41

Table 4. SGVCOG Annual Contract Management Fees 41

Table 1. Distribution of Combined Annual Implementation Costs (CIMP/WMP/CASQA/SGVCOG fee)

Agency	Fiscal Year 23-24	Fiscal Year 24-25	Fiscal Year 25-26	Total (3 years)
LACFCD	\$ 83,732	\$ 79,353	\$ 95,016	\$ 258,101
City of Los Angeles	\$ 943,982	\$ 908,306	\$ 1,084,118	\$ 2,936,406
County of Los Angeles	\$ 232,381	\$ 217,554	\$ 257,621	\$ 707,556
City of Alhambra	\$ 25,278	\$ 24,472	\$ 29,209	\$ 78,958
City of Burbank	\$ 57,421	\$ 55,590	\$ 66,350	\$ 179,361
City of Calabasas	\$ 20,731	\$ 20,070	\$ 23,954	\$ 64,755
City of Glendale	\$ 101,385	\$ 98,139	\$ 117,135	\$ 316,659
City of Hidden Hills	\$ 4,974	\$ 4,815	\$ 5,747	\$ 15,536
City of La Canada Flintridge	\$ 34,193	\$ 27,729	\$ 33,097	\$ 95,018
City of Montebello	\$ 27,721	\$ 26,837	\$ 32,032	\$ 86,590
City of Monterey Park	\$ 25,626	\$ 24,809	\$ 29,610	\$ 80,045
City of Pasadena	\$ 81,872	\$ 74,179	\$ 88,537	\$ 244,588
City of Rosemead	\$ 17,135	\$ 16,588	\$ 19,799	\$ 53,522
City of San Fernando	\$ 7,854	\$ 7,604	\$ 9,076	\$ 24,534
City of San Gabriel	\$ 13,688	\$ 13,252	\$ 15,817	\$ 42,756
City of San Marino	\$ 12,471	\$ 12,073	\$ 14,410	\$ 38,953
City of South El Monte	\$ 21,094	\$ 17,250	\$ 18,998	\$ 57,341
City of South Pasadena	\$ 12,064	\$ 10,954	\$ 13,074	\$ 36,091
City of Temple City	\$ 13,334	\$ 12,909	\$ 15,408	\$ 41,651
Total	\$ 1,736,933	\$ 1,652,482	\$ 1,969,007	\$ 5,358,422

Table 2. Distribution of Cost for Implementing Total ULAR CIMP Monitoring Services

Agency	Fiscal Year 23-24	Fiscal Year 24-25	Fiscal Year 25-26	Total (3 years)
LACFCD	\$ 66,082	\$ 61,483	\$ 62,518	\$ 190,083
City of Los Angeles	\$ 711,254	\$ 671,309	\$ 682,542	\$ 2,065,105
County of Los Angeles	\$ 179,686	\$ 163,892	\$ 166,695	\$ 510,272
City of Alhambra	\$ 19,008	\$ 18,087	\$ 18,389	\$ 55,483
City of Burbank	\$ 43,178	\$ 41,085	\$ 41,773	\$ 126,036
City of Calabasas	\$ 15,588	\$ 14,833	\$ 15,081	\$ 45,503
City of Glendale	\$ 76,240	\$ 72,532	\$ 73,746	\$ 222,518
City of Hidden Hills	\$ 3,740	\$ 3,559	\$ 3,618	\$ 10,917
City of La Canada Flintridge	\$ 27,088	\$ 20,494	\$ 20,837	\$ 68,419
City of Montebello	\$ 20,845	\$ 19,835	\$ 20,167	\$ 60,846
City of Monterey Park	\$ 19,269	\$ 18,335	\$ 18,642	\$ 56,247
City of Pasadena	\$ 62,866	\$ 54,824	\$ 55,741	\$ 173,431
City of Rosemead	\$ 12,884	\$ 12,260	\$ 12,465	\$ 37,610
City of San Fernando	\$ 5,906	\$ 5,620	\$ 5,714	\$ 17,240
City of San Gabriel	\$ 10,293	\$ 9,794	\$ 9,958	\$ 30,044
City of San Marino	\$ 9,377	\$ 8,923	\$ 9,072	\$ 27,372
City of South El Monte	\$ 19,047	\$ 15,166	\$ 15,466	\$ 49,679
City of South Pasadena	\$ 9,258	\$ 8,095	\$ 8,231	\$ 25,584
City of Temple City	\$ 10,027	\$ 9,541	\$ 9,700	\$ 29,268
Total Estimated Cost of CIMP	\$ 1,321,633	\$ 1,229,667	\$ 1,250,357	\$ 3,801,657

Note:

1. Total Monitoring Services cost = General CIMP + NSWO + Legg Lake

Table 2A. Costs for General CIMP Monitoring Services

ULAR CIMP General Monitoring Component	Fiscal Year 23-24	Fiscal Year 24-25	Fiscal Year 25-26
Labor (Receiving Water and Storm Water Outfall)	\$ 253,000	\$ 230,000	\$ 230,000
Laboratory Analysis (Receiving Water and Storm Water Outfall)	\$ 263,051	\$ 237,879	\$ 240,157
Laboratory Data Handling Fee (15%)	\$ 39,458	\$ 35,682	\$ 36,024
Laboratory Analysis (TIE)	\$ 40,000	\$ 40,000	\$ 40,000
Contract Services	\$ 319,000	\$ 305,000	\$ 305,000
Equipment	\$ 136,325	\$ 130,081	\$ 122,601
Administrative Fee (5%)	\$ 52,542	\$ 48,932	\$ 48,689
Sub-Total	\$ 1,103,375	\$ 1,027,574	\$ 1,022,471
Contingency (15%)	\$ 165,506	\$ 154,136	\$ 153,371
Annual Escalation (2.5%)	\$ -	\$ 25,689	\$ 51,763
Total	\$ 1,268,881	\$ 1,207,400	\$ 1,227,604

Table 2A(i). Distribution of Costs for General CIMP Monitoring Services

Agency	Land Area (acres)	% of Area	Fiscal Year 23-24	Fiscal Year 24-25	Fiscal Year 25-26	Total (3 years)
LACFCD (5%)	--	--	\$ 63,444	\$ 60,370	\$ 61,380	\$ 185,194
City of Los Angeles	181,288.00	58.53%	\$ 705,492	\$ 671,309	\$ 682,542	\$ 2,059,343
County of Los Angeles	41,048.07	13.25%	\$ 159,741	\$ 152,001	\$ 154,544	\$ 466,286
City of Alhambra	4,884.31	1.58%	\$ 19,008	\$ 18,087	\$ 18,389	\$ 55,483
City of Burbank	11,095.20	3.58%	\$ 43,178	\$ 41,085	\$ 41,773	\$ 126,036
City of Calabasas	4,005.68	1.29%	\$ 15,588	\$ 14,833	\$ 15,081	\$ 45,503
City of Glendale	19,587.50	6.32%	\$ 76,226	\$ 72,532	\$ 73,746	\$ 222,504
City of Hidden Hills	961.03	0.31%	\$ 3,740	\$ 3,559	\$ 3,618	\$ 10,917
City of La Canada Flintridge	5,534.46	1.79%	\$ 21,538	\$ 20,494	\$ 20,837	\$ 62,869
City of Montebello	5,356.38	1.73%	\$ 20,845	\$ 19,835	\$ 20,167	\$ 60,846
City of Monterey Park	4,951.51	1.60%	\$ 19,269	\$ 18,335	\$ 18,642	\$ 56,247
City of Pasadena	14,805.30	4.78%	\$ 57,616	\$ 54,824	\$ 55,741	\$ 168,181
City of Rosemead	3,310.87	1.07%	\$ 12,884	\$ 12,260	\$ 12,465	\$ 37,610
City of San Fernando	1,517.64	0.49%	\$ 5,906	\$ 5,620	\$ 5,714	\$ 17,240
City of San Gabriel	2,644.87	0.85%	\$ 10,293	\$ 9,794	\$ 9,958	\$ 30,044
City of San Marino	2,409.64	0.78%	\$ 9,377	\$ 8,923	\$ 9,072	\$ 27,372
City of South El Monte	1,594.16	0.51%	\$ 6,204	\$ 5,903	\$ 6,002	\$ 18,109
City of South Pasadena	2,186.20	0.71%	\$ 8,508	\$ 8,095	\$ 8,231	\$ 24,834

City of Temple City	2,576.50	0.83%	\$ 10,027	\$ 9,541	\$ 9,700	\$ 29,268
Total	309,757.32	100.00%	\$ 1,268,881	\$ 1,207,400	\$ 1,227,604	\$ 3,703,886

Note:

1. LACFCD is responsible for 5% of the Total Cost, which is subtracted before distributing the cost among the other agencies.

Table 2B. Costs for Arroyo Seco NSWO Monitoring

CIMP Component	Fiscal Year 23-24	Fiscal Year 24-25	Fiscal Year 25-26
Non-Stormwater Outfall Monitoring			
Arroyo Seco (3 Screening Events)	\$ 16,470		
Laboratory Data Handling Fee (15%)			
Flat Rate: 15% of Total Monitoring costs	\$ 2,470		
Administrative Fee (5%)			
Flat Rate: 5% of Total NSWO Monitoring Cost	\$ 947		
Monitoring Cost Sub-Total	\$ 19,887		
Additional Costs			
Contingency (15%)	\$ 1,989		
Annual Escalation (2.5%)	\$ -		
Arroyo Seco (Total)	\$ 21,876		

Table 2B(i). Distribution of Costs for Arroyo Seco NSWO Monitoring

Agency	Land Area (acres)	% of Area	Fiscal Year 23-24	Fiscal Year 24-25	Fiscal Year 25-26	Total (3 years)
LACFCD (5%)	--	--	\$ 1,094	\$ -	\$ -	\$ 1,094
City of Los Angeles	3936.66	27.73%	\$ 5,762	\$ -	\$ -	\$ 5,762
County of Los Angeles	2361.13	16.63%	\$ 3,456	\$ -	\$ -	\$ 3,456
City of Glendale	9.39	0.07%	\$ 14	\$ -	\$ -	\$ 14
City of La Canada Flintridge	3791.77	26.71%	\$ 5,550	\$ -	\$ -	\$ 5,550
City of Pasadena	3586.72	25.26%	\$ 5,250	\$ -	\$ -	\$ 5,250
City of South Pasadena	512.25	3.61%	\$ 750	\$ -	\$ -	\$ 750
Arroyo Seco (Total)	14,197.93	100.00%	\$ 21,876			\$ 21,876

Note:

1. LACFCD is responsible for 5% of the Total Cost, which is subtracted before distributing the cost among the other agencies.

Table 2C. Costs for Legg Lake Monitoring

CIMP Component	Fiscal Year 23-24	Fiscal Year 24-25	Fiscal Year 25-26
Legg lake	\$ 22,235	\$ 15,694	\$ 15,694
Laboratory Data Handling Fee (15%)	\$ 3,335	\$ 2,354	\$ 2,354
Administrative Fee (5%)	\$ 1,279	\$ 902	\$ 902
Monitoring Cost Sub-Total	\$ 26,849	\$ 18,950	\$ 18,950
Additional Costs			
Contingency (15%)	\$ 4,027	\$ 2,843	\$ 2,843
Annual Escalation (2.5%)	\$ -	\$ 474	\$ 959
Legg Lake (Total)	\$ 30,876	\$ 22,267	\$ 22,752

Table 2C(i). Distribution of Costs for Legg Lake Monitoring

Agency	Land Area (acres)	% of Area	Fiscal Year 23-24	Fiscal Year 24-25	Fiscal Year 25-26	Total (3 years)
LACFCD (5%)	--	--	\$ 1,544	\$ 1,113	\$ 1,138	\$ 3,795
County of Los Angeles	2,044.68	56.21%	\$ 16,489	\$ 11,891	\$ 12,150	\$ 40,530
South El Monte	1,592.68	43.79%	\$ 12,844	\$ 9,262	\$ 9,464	\$ 31,570
Legg Lake (Total)	3,637.35	100.00%	\$ 30,876	\$ 22,267	\$ 22,752	\$ 75,895

Note:

1. Legg Lake now has a fish tissue monitoring requirement at a frequency of once every three years.
2. LACFCD is responsible for 5% of the Total Cost, which is subtracted before distributing the cost among the other agencies.

Table 3. Distribution of Costs for Implementing WMP-Related Tasks (including CASQA fees)

ULAR WMP Cost Distribution + CASQA				
Agency	Fiscal Year 23-24	Fiscal Year 24-25	Fiscal Year 25-26	Total (3 years)
LACFCD	\$ 12,650	\$ 12,870	\$ 27,498	\$ 53,018
City of Los Angeles	\$ 177,128	\$ 181,398	\$ 345,977	\$ 704,503
County of Los Angeles	\$ 40,106	\$ 41,073	\$ 78,338	\$ 159,517
City of Alhambra	\$ 4,772	\$ 4,887	\$ 9,321	\$ 18,981
City of Burbank	\$ 10,841	\$ 11,102	\$ 21,174	\$ 43,117
City of Calabasas	\$ 3,914	\$ 4,008	\$ 7,645	\$ 15,566
City of Glendale	\$ 19,138	\$ 19,599	\$ 37,382	\$ 76,119
City of Hidden Hills	\$ 939	\$ 962	\$ 1,834	\$ 3,735
City of La Canada Flintridge	\$ 5,407	\$ 5,538	\$ 10,562	\$ 21,507
City of Montebello	\$ 5,233	\$ 5,360	\$ 10,222	\$ 20,815
City of Monterey Park	\$ 4,838	\$ 4,955	\$ 9,450	\$ 19,242

City of Pasadena	\$ 14,466	\$ 14,814	\$ 28,255	\$ 57,535
City of Rosemead	\$ 3,235	\$ 3,313	\$ 6,319	\$ 12,866
City of San Fernando	\$ 1,483	\$ 1,519	\$ 2,896	\$ 5,898
City of San Gabriel	\$ 2,584	\$ 2,646	\$ 5,048	\$ 10,278
City of San Marino	\$ 2,354	\$ 2,411	\$ 4,599	\$ 9,364
City of South El Monte	\$ 1,558	\$ 1,595	\$ 3,042	\$ 6,195
City of South Pasadena	\$ 2,136	\$ 2,188	\$ 4,172	\$ 8,496
City of Temple City	\$ 2,517	\$ 2,578	\$ 4,917	\$ 10,013
Total Estimated Cost of WMP	\$ 315,300	\$ 322,815	\$ 618,651	\$ 1,256,766

Note:

1. Total cost = General WMP + CASQA Fees.

Table 3A. Costs for Implementing General WMP-Related Tasks

WMP Component	Fiscal Year 23-24	Fiscal Year 24-25	Fiscal Year 25-26	Total (3 years)
Semi-Annual Progress Report (June)	\$ 50,000	\$ 50,000	\$ 50,000	\$ 150,000
Annual Reporting Package (December)	\$ 100,000	\$ 100,000	\$ 100,000	\$ 300,000
WMP Revisions/RAA/Adaptive Management	\$ -	\$ -	\$ 200,000	\$ 200,000
Report of Waste Discharge (ROWD)	\$ -	\$ -	\$ 20,000	\$ 20,000
Trash Monitoring and Reporting Plan (TMRP)	\$ 50,000	\$ 50,000	\$ 50,000	\$ 150,000
Program Management (10%)	\$ 20,000	\$ 20,000	\$ 42,000	\$ 82,000
Sub-Total	\$ 220,000	\$ 220,000	\$ 462,000	\$ 902,000
Contingency (15%)	\$ 33,000	\$ 33,000	\$ 69,300	\$ 135,300
Annual Escalation (2% per year)	\$ -	\$ 4,400.00	\$ 18,664.80	\$ 23,065
WMP Program Management Cost (Total)	\$ 253,000	\$ 257,400	\$ 549,965	\$ 1,060,365

Note:

1. Annual Report package includes semiannual progress report.

Table 3B. Distribution of Costs for CASQA Membership Fees

Agency	Land Area (acres)	% of Area	Fiscal Year 23-24	Fiscal Year 24-25	Fiscal Year 25-26	Total (3 years)
City of Los Angeles	181,288.00	58.53%	\$ 36,462	\$ 38,285	\$ 40,199	\$ 114,945
County of Los Angeles	41,048.07	13.25%	\$ 8,256	\$ 8,669	\$ 9,102	\$ 26,026
City of Alhambra	4,884.31	1.58%	\$ 982	\$ 1,031	\$ 1,083	\$ 3,097
City of Burbank	11,095.20	3.58%	\$ 2,232	\$ 2,343	\$ 2,460	\$ 7,035
City of Calabasas	4,005.68	1.29%	\$ 806	\$ 846	\$ 888	\$ 2,540
City of Glendale	19,587.50	6.32%	\$ 3,940	\$ 4,137	\$ 4,343	\$ 12,419
City of Hidden Hills	961.03	0.31%	\$ 193	\$ 203	\$ 213	\$ 609
City of La Canada Flintridge	5,534.46	1.79%	\$ 1,113	\$ 1,169	\$ 1,227	\$ 3,509
City of Montebello	5,356.38	1.73%	\$ 1,077	\$ 1,131	\$ 1,188	\$ 3,396
City of Monterey Park	4,951.51	1.60%	\$ 996	\$ 1,046	\$ 1,098	\$ 3,139
City of Pasadena	14,805.30	4.78%	\$ 2,978	\$ 3,127	\$ 3,283	\$ 9,387
City of Rosemead	3,310.87	1.07%	\$ 666	\$ 699	\$ 734	\$ 2,099
City of San Fernando	1,517.64	0.49%	\$ 305	\$ 320	\$ 337	\$ 962
City of San Gabriel	2,644.87	0.85%	\$ 532	\$ 559	\$ 586	\$ 1,677
City of San Marino	2,409.64	0.78%	\$ 485	\$ 509	\$ 534	\$ 1,528
City of South El Monte	1,594.16	0.51%	\$ 321	\$ 337	\$ 353	\$ 1,011
City of South Pasadena	2,186.20	0.71%	\$ 440	\$ 462	\$ 485	\$ 1,386
City of Temple City	2,576.50	0.83%	\$ 518	\$ 544	\$ 571	\$ 1,634
Total	309,757.32	100.00%	\$ 62,300	\$ 65,415	\$ 68,686	\$ 196,401

Note:

1. LACFCD will retain its own CASQA membership.
2. Assumes 5% escalation per year for CASQA fees.

Table 4. SGVCOG Annual Contract Management Fees

	Land Area (acres)	% of Area	Fiscal Year 23-24	Fiscal Year 24-25	Fiscal Year 25-26	Total (3 years)
LACFCD (5%)	--	--	\$ 5,000	\$ 5,000	\$ 5,000	\$ 15,000
City of Los Angeles	181,288.00	58.53%	\$ 55,600	\$ 55,600	\$ 55,600	\$ 166,799
County of Los Angeles	41,048.07	13.25%	\$ 12,589	\$ 12,589	\$ 12,589	\$ 37,767
City of Alhambra	4,884.31	1.58%	\$ 1,498	\$ 1,498	\$ 1,498	\$ 4,494
City of Burbank	11,095.20	3.58%	\$ 3,403	\$ 3,403	\$ 3,403	\$ 10,208
City of Calabasas	4,005.68	1.29%	\$ 1,229	\$ 1,229	\$ 1,229	\$ 3,686
City of Glendale	19,587.50	6.32%	\$ 6,007	\$ 6,007	\$ 6,007	\$ 18,022
City of Hidden Hills	961.03	0.31%	\$ 295	\$ 295	\$ 295	\$ 884
City of La Canada Flintridge	5,534.46	1.79%	\$ 1,697	\$ 1,697	\$ 1,697	\$ 5,092

City of Montebello	5,356.38	1.73%	\$ 1,643	\$ 1,643	\$ 1,643	\$ 4,928
City of Monterey Park	4,951.51	1.60%	\$ 1,519	\$ 1,519	\$ 1,519	\$ 4,556
City of Pasadena	14,805.30	4.78%	\$ 4,541	\$ 4,541	\$ 4,541	\$ 13,622
City of Rosemead	3,310.87	1.07%	\$ 1,015	\$ 1,015	\$ 1,015	\$ 3,046
City of San Fernando	1,517.64	0.49%	\$ 465	\$ 465	\$ 465	\$ 1,396
City of San Gabriel	2,644.87	0.85%	\$ 811	\$ 811	\$ 811	\$ 2,433
City of San Marino	2,409.64	0.78%	\$ 739	\$ 739	\$ 739	\$ 2,217
City of South El Monte	1,594.16	0.51%	\$ 489	\$ 489	\$ 489	\$ 1,467
City of South Pasadena	2,186.20	0.71%	\$ 670	\$ 670	\$ 670	\$ 2,011
City of Temple City	2,576.50	0.83%	\$ 790	\$ 790	\$ 790	\$ 2,371
Total	309,757.32	100.00%	\$ 100,000	\$ 100,000	\$ 100,000	\$ 300,000

Note:

1. SGVCOG fee is \$100,000 per year and covers both Monitoring Services and WMP-related tasks.
2. LACFCD is responsible for 5% of the Total Cost, which is subtracted before distributing the cost among the other agencies.

EXHIBIT C

Upper Los Angeles River Watershed Management Area CIMP Responsible Agencies Representatives

Agency Address	Agency Contact
City of Los Angeles Department of Public Works Bureau of Sanitation, Watershed Protection Division 1149 S. Broadway Los Angeles, CA 90015	Alfredo Magallanes E-mail: alfredo.magallanes@lacity.org Phone: (213) 485-3958
County of Los Angeles Department of Public Works Stormwater Quality Division, Building A-9 East, 1 st Floor 1000 South Fremont Avenue Alhambra, CA 91803	Mark Lombos E-mail: mlombos@dpw.lacounty.gov Phone: (626) 300-4665
Los Angeles County Flood Control District Department of Public Works Stormwater Quality Division, Building A-9 East, 1 st Floor 1000 South Fremont Avenue Alhambra, CA 91803	Jalaine Verdiner E-mail: jqintr@dpw.lacounty.gov Phone: (626) 300-4666
City of Alhambra 111 South First Street Alhambra, CA 91801-3796	David Dolphin E-mail: DDOLPHIN@cityofalhambra.org Phone: (626) 300-1571
City of Burbank P.O. Box 6459 Burbank, CA 91510	Stephen Walker E-mail: SWalker@burbankca.gov Phone: (818) 238-3804
City of Calabasas 100 Civic Center Way Calabasas, CA 91302-3172	Tatiana Holden E-mail: tholden@cityofcalabasas.com Phone: (818) 224-1600
City of Glendale Engineering Section, 633 East Broadway, Room 209 Glendale, CA 91206-4308	Maurice Oillataguerre E-mail: moillataguerre@glendaleca.gov Phone: (818) 550-4511
City of Hidden Hills 6165 Spring Valley Road Hidden Hills, CA 91302	Joe Bellomo E-mail: jbellomo@willdan.com Phone: (805) 279-6856
City of La Canada Flintridge 1327 Foothill Blvd. La Canada Flintridge, CA 91011-2137	Patrick DeChellis E-mail: pdechellisi@lcf.ca.gov Phone: (818) 790-8882

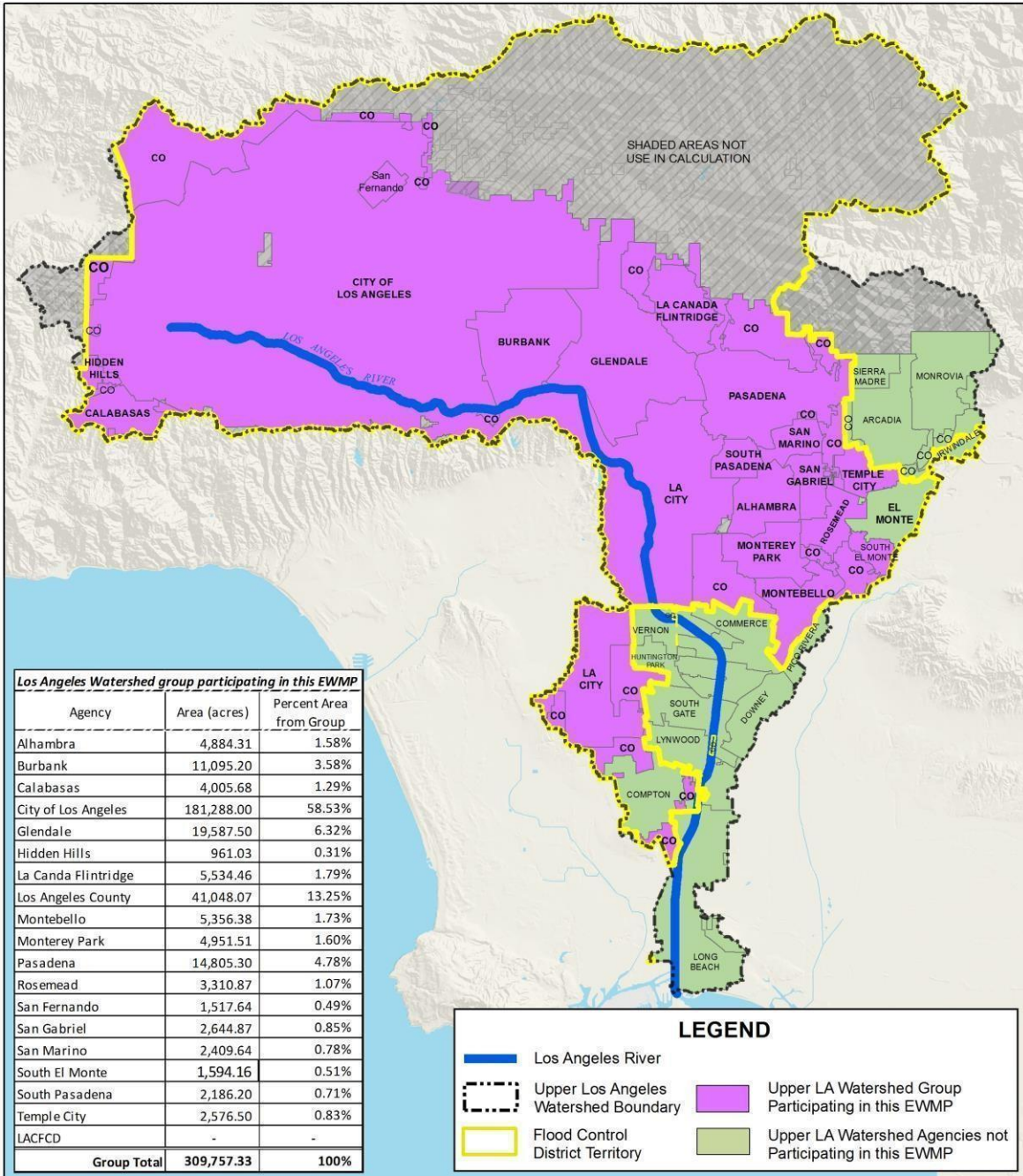
EXHIBIT C

Upper Los Angeles River Watershed Management Group Responsible Agencies Representatives

<p>City of Montebello 1600 W Beverly Blvd Montebello, CA 90640</p>	<p>James A. Enriquez E-mail: jenriquez@cityofmontebello.com Phone: 323-887-1200</p> <p>Rita Montalvo E-mail: rmontalvo@cityofmontebello.com Phone: 323-887-1200 Ext 469</p>
<p>City of Monterey Park 320 West Newmark Avenue Monterey Park, CA 91754-2896</p>	<p>Xochitl Tipan E-mail: xtipan@montereypark.ca.gov Phone: (626) 307-1383</p>
<p>City of Pasadena 100 N Garfield Ave 3rd Floor, N306 Pasadena, CA 91101-1726</p>	<p>Dawn Petschauer E-mail: dpetschauer@cityofpasadena.net Phone: (626) 744-3929</p>
<p>City of Rosemead 8838 East Valley Blvd. Rosemead, CA 91770-1787</p>	<p>Michael Chung E-mail: mchung@cityofrosemead.org Phone: (626) 569-2158</p> <p>Eddie Chan E-mail: echan@cityofrosemead.org Phone: (626) 569-2154</p>
<p>City of San Fernando 117 Macneil Street San Fernando, CA 91340</p>	<p>Kenneth Jones Email: kjones@sfcity.org Phone: (818) 898-1240</p>
<p>City of San Gabriel 425 South Mission Avenue San Gabriel, CA 91775</p>	<p>Greg De Vinck E-mail: gdevinck@sgch.org Phone: (626) 308 - 2825</p> <p>Capucine Hernandez E-mail: chernandez@sgch.org Phone: (626) 308-2825</p>
<p>City of San Marino 2200 Huntington Drive San Marino, CA 91108-2691</p>	<p>Amber Shah E-mail: ashah@cityofsanmarino.org Phone: (626) 300 - 0787</p>
<p>City of South El Monte 1415 Santa Anita Ave. South El Monte, CA 91733</p>	<p>Rene Salas E-mail: rsalas@soelmonte.org Phone: (626) 579-6540 Fax: (626) 579-2409</p>
<p>City of South Pasadena 1414 Mission Street South Pasadena, CA 91020-3298</p>	<p>Ted Gerber E-mail: tgerber@southpasadenaca.gov Phone: (626) 403-7240</p>

City of Temple City 9701 Las Tunas Drive Temple City, CA 9178	Andrew Coyne E-mail: acoyme@templecity.us Phone: (626) 285-2171 Ext. 4344
San Gabriel Valley Council of Governments 1333 Mayflower Avenue, Suite 360 Monrovia, CA 91016	Marisa Creter Email: mcreter@sgvcog.org Phone: (626) 457-1800

EXHIBIT D Upper Los Angeles River Watershed



Upper Los Angeles River Watershed
EWMP Agencies

	ENRIQUE C. ZALDIVAR DIRECTOR		SHAHRAM KHARAGHANI PROGRAM MANAGER	
	ULARW_EWMPAgencies	DRAWN BY: NH	CHECKED BY: VD	DATE CREATED 6-18-13 DATE REVISED 3-3-15

EXHIBIT E

Reconciliation Template

[the line items shown in this Exhibit are placeholders and are subject to change]

CIMP COMPONENT RECONCILIATION

CIMP Component - General Monitoring						
General Monitoring	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Total
Budget (MOA)	\$					
Actual	\$					
Total Remaining	\$					

CIMP Component - Non-Stormwater Monitoring						
Non-Stormwater Monitoring	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Total
Budget (MOA)	\$					
Actual	\$					
Total Remaining	\$					

CIMP Component - Total						
CIMP Component - Total	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Total
Budget (MOA)	\$					
Actual	\$					
Total Remaining	\$					

WMP COMPONENT RECONCILIATION


WMP MOA Table Item	Budget (MOA)	Actual (To Date)	Anticipated (To End of MOA)	Balance
Annual Report	\$			
Adaptive Management	\$			
Los Angeles Report of Waste Discharge	\$			
ULAR LRS Funds	\$			
ULAR Trash Monitoring & Reporting Plan	\$			
Special Studies	\$			
ULAR 2017 Report of Waste Discharge (ROWD)	\$			
Total	\$			



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: JUNE 19, 2023

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: RON AHLERS, CHIEF FINANCIAL OFFICER 

SUBJECT: END-OF-YEAR BUDGET ADJUSTMENTS FY 2022-23 AND ADOPTION OF RESOLUTION OF APPROPRIATION NO. 2023-1862

MEETING DATE: JUNE 28, 2023

SUMMARY RECOMMENDATION:

Staff is providing this end-of-year budget update to City Council for discussion. Staff is proposing certain changes to the adopted budget at this time to reflect more accurately revenue and expenditure estimates. City staff is requesting City Council adopt the attached resolution of appropriation to reflect these changes.

BACKGROUND:

The City Council adopted the fiscal year (FY) 2022-23 budget on June 22, 2022. The mid-year budget report was presented to the City Council on March 23, 2023. This end-of-year report and resolution makes certain increases to appropriations to reflect actual expenses versus the budget estimates.

DISCUSSION:

There are no adjustments proposed for the General Fund.

The adjustments below are for the Transit Fund and the Capital Improvement Fund.

TRANSIT FUND (Fund 29)

The Transit Fund receives its revenues from: Prop A, Prop C, Measure R and Measure M. Each one of these four voter approved taxes are a one-half cent (½ %) Sales Tax on transactions in Los Angeles County for a total of 2% Sales Tax dedicated to public transportation. Staff is adjusting the transfers from these sources into the Transit Fund. The Transit fund requires budget adjustments to increase/(decrease) the funding for six programs/projects:

- Public Transit Funding \$ 8,000
- Dial-A-Ride \$ 20,000
- Flexible Route Shuttle \$ 15,000
- Trolley (\$ 13,000)
- Line 1 Fixed Route \$ 40,000
- Transit Title VI Program (\$ 16,000)

CAPITAL IMPROVEMENT FUND (Fund 40)

There are two capital improvement projects that need to have their appropriations increased or decreased for FY 2022-23. Staff is adjusting the Transfers as well. The projects are:

Traffic System Synchronization

Increase of \$10,000. Source of funding are development impact fees and grants.

Mulholland

Increase of \$1,500,000. Source of funding is Measure M.

FISCAL IMPACT/SOURCE OF FUNDING:

Appropriations totaling \$1,564,000 as per the attached resolution from various funds as explained above.

REQUESTED ACTION:

Staff recommends the City Council adopt attached Resolution of Appropriation No. 2023-1862.

ATTACHMENTS:

Attachment 1: Resolution of Appropriation No. 2023–1862

ITEM 3 ATTACHMENT 1
RESOLUTION NO. 2023-1862

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, AMENDING THE FISCAL YEAR 2022-23 OPERATING AND CAPITAL IMPROVEMENT BUDGET TO INCREASE APPROPRIATIONS PER THE END-OF-YEAR BUDGET REPORT.

WHEREAS, on June 22, 2022 the City Council adopted the Operating and Capital Improvement Budget for FY 2022-23; and

WHEREAS, a staff report has been presented to the City Council requesting approval of the budget amendment for the end-of-year budget report; and

WHEREAS, Exhibit "A" hereof describes said budget amendments and the resultant impact to the budget line items.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Calabasas, California, as follows:

SECTION 1. A budget amendment appropriating \$1,564,000 for FY 2022-23 as more particularly described in Exhibit "A", attached hereto, is hereby approved.

SECTION 2. The City Clerk shall certify to the adoption and shall cause the same to be processed in the manner required by law.

PASSED, APPROVED AND ADOPTED this 28th day of June 2023.

David Shapiro, Mayor

ATTEST:

APPROVED AS TO FORM:

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

Matthew T. Summers
Colantuono, Highsmith & Whatley, PC
City Attorney

EXHIBIT A

BUDGET AMENDMENT TO
GENERAL FUND and OTHER FUNDS
to Adjust Revenues & Expenditures per the End-of-Year Budget Report
FY 2022 - 23

A. FUND ALLOCATION

Description	Account Number	FUND Name	Amount
Fund Balance	10-000-0310-00	GENERAL FUND	\$ -
Fund Balance	12-000-0310-00	SCAQMD	\$ -
Fund Balance	16-000-0310-00	Development Impact Fees	(\$ 3,900)
Fund Balance	20-000-0310-00	Prop A	(\$ 18,000)
Fund Balance	25-000-0310-00	Prop C	(\$ 18,000)
Fund Balance	27-000-0310-00	LLAD 27	\$ -
Fund Balance	28-000-0310-00	Library	\$ -
Fund Balance	29-000-0310-00	Transit	\$ -
Fund Balance	34-000-0310-00	Measure R ~ Local Return	(\$ 18,000)
Fund Balance	36-000-0310-00	Grants	(\$ 6,100)
Fund Balance	39-000-0310-00	Measure R ~ Transit Projects	\$ -
Fund Balance	40-000-0310-00	Capital Improvement	\$ -
Fund Balance	47-000-0310-00	Measure M ~ Local Return	\$ -
Fund Balance	48-000-0310-00	Library Capital Replacement	\$ -
Fund Balance	49-000-0310-00	Measure M~Traffic Improvement	(\$ 1,500,000)
Fund Balance	60-000-0310-00	Management Reserve	\$ -
		TOTAL ALLOCATION	(\$ 1,564,000)

C. Expenditure Account APPROPRIATIONS

Description	Account Number	Current Budget	Revision	Amend Budget
TRANSIT FUND				
Public Transit	29-333-5252-29	\$ 67,000	\$ 8,000	\$ 75,000
Dial A Ride	29-333-5252-33	\$ 225,000	\$ 20,000	\$ 245,000
Flexible Route Shuttle	29-333-5252-39	\$ 200,000	\$ 15,000	\$ 215,000
Trolley	29-333-5252-49	\$ 53,000	(\$ 13,000)	\$ 40,000
Line 1 Fixed Route	29-333-5252-53	\$ 150,000	\$ 40,000	\$ 190,000
Transit Title VI Program	29-333-5252-59	\$ 25,000	(\$ 16,000)	\$ 9,000
<i>Adjusting Transit fund expenses to reflect increased costs</i>				
CAPITAL IMPROVEMENT FUND				
Traffic system Synchronization	40-339-6503-40	\$ -	\$ 10,000	\$ 10,000
Mulholland	40-339-6503-42	\$ 3,300,000	\$ 1,500,000	\$ 4,800,000
<i>Adjusting Capital Projects fund to reflect changes for two projects</i>				
TRANSFERS OUT				
Transfer to Transit	20-134-9900-29	\$ 412,200	\$ 18,000	\$ 430,200
Transfer to Transit	25-134-9900-29	\$ 334,300	\$ 18,000	\$ 352,300
Transfer to Transit	34-134-9900-29	\$ 132,000	\$ 18,000	\$ 150,000
<i>Adjust Transfers Out from various funds to Transit Fund</i>				
Transfer to Capital	16-134-9900-40	\$ -	\$ 3,900	\$ 3,900
Transfer to Capital	36-134-9900-40	\$ 1,250,000	\$ 6,100	\$ 1,256,100
Transfer to Capital	49-134-9900-40	\$ 6,041,000	\$ 1,500,000	\$ 7,541,000
<i>Adjust Transfers Out from various funds to Capital Improvement Fund</i>				
TOTAL APPROPRIATIONS		\$ 12,189,500	\$ 3,128,000	\$ 15,317,500



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: JUNE 19, 2023

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: ERICA L. GREEN, COMMUNITY SERVICES DIRECTOR

SUBJECT: AUTHORIZATION TO APPROVE AND ADD AMENDMENT No. 2 TO THE PROFESSIONAL SERVICES AGREEMENT WITH COOKSEY'S LIFEGUARD AND SWIM ACADEMY LLC., WHICH WILL EXTEND THE DURATION OF THE CONTRACT UNTIL NOVEMBER 15, 2023 AND INCREASE THE NOT TO EXCEED AMOUNT TO \$280,000

MEETING DATE: JUNE 28, 2023

SUMMARY RECOMMENDATION:

That the City Council authorizes to approve Amendment Number 2 to allow for the extension of the professional services agreement with Cooksey's Lifeguard and Swim Academy, LLC. until November 15, 2023, and increase the not to exceed amount \$80,000 for a total of \$280,000. This amendment will allow the Calabasas Tennis and Swim Center to remain fully open for swim classes, lessons, swim team, family swim and lap swim.

BACKGROUND:

Due to the fact that the Community Services Department has been experiencing a staffing shortage, specifically with the Lifeguard position, on April 27, 2022 a Professional Services Agreement for \$110,000 with Cooksey's Lifeguard and Swim Academy, LLC. was approved by the City Council for a (1) one-year term for lifeguard services at the Calabasas Tennis and Swim Center. While the Community Services Department has made great strides through a variety of creative efforts to attract and hire new staff, the Department still does not have

enough City Lifeguards to handle a full schedule of aquatics programming at the Calabasas Tennis and Swim Center, and because of this, the agreement was amended in January of this year. So far in 2023, the Community Services Department has hired 12 new lifeguards, however most of them are high school students with limited experience. The City trains the new Lifeguards through a certified Red Cross Lifeguard Training Course, which prepares them to be entry level Lifeguards, but the City has not been able to attract the experienced Lifeguards needed to serve in the Senior Guard, Head Guard and Water Safety Instructor positions. These guards are needed to teach swim lessons to the public and oversee the Junior Guards.

DISCUSSION/ANALYSIS:

As we experienced last Summer, there is once again a nation-wide shortage of Lifeguards that is affecting cities, counties and public beaches across the country. Where many other agencies have dealt with this shortage by reducing or even eliminating pool services, or posting "No Lifeguard on Duty" signs and advising the public to swim at their own risk and closely monitor their children, The City of Calabasas is continuing to provide full programming, lessons and special events to our residents while taking every needed precaution to keep our patrons safe.

Cooksey's Lifeguard and Swim Academy, LLC. will continue to provide Senior Lifeguards, Head Lifeguards and Water Safety Instructors to supplement the City Lifeguards for swim lessons (our swim lessons offering has doubled from last summer), camps, events, swim team, Aqua Fit, family swim, masters swim, and open swim until November of 2023. City staff will supervise the contracted Lifeguards and contract.

Staff will continue to recruit Lifeguards and, if successful, place them on the schedule as required. The pool will close for 3-4 months beginning November 1, 2023 to complete the approved Capital Improvement Program pool renovations. During that time, the Community Services Department will conduct a formal bid process for additional lifeguard services, if needed for the upcoming year.

FISCAL IMPACT/SOURCE OF FUNDING:

An additional \$80,000 spent from the Contractual Services account, which will be offset with savings in Hourly Salaries account.

REQUESTED ACTION:

That the City Council authorizes to approve Amendment Number 2 to allow for the extension of the professional services agreement with Cooksey's Lifeguard and

Swim Academy, LLC. until November 15, 2023, and increase the not to exceed amount \$80,000 for a total of \$280,000.

ATTACHMENTS:

Amendment No. 2 to Professional Services Agreement

ITEM 4 ATTACHMENT
AMENDMENT No. 2 TO PROFESSIONAL SERVICES AGREEMENT
(City of Calabasas and Cooksey Lifeguard and Swim Academy, LLC.)

This Amendment No. 2, (“Amendment”) to Professional Services Agreement (“Agreement”) is made on this 28th day of June, 2023 at Calabasas, California, by and between the City of Calabasas, a municipal corporation, 100 Civic Center Way, Calabasas, California 91302 (“City”) and Cooksey Lifeguard and Swim Academy, LLC., 1519 6th Ave, Ste 209, Santa Monica, CA. 90401 (“Contractor/Consultant”).

This “Amendment” modifies the original Agreement between the “City” and the “Cooksey Lifeguard and Swim Academy, LLC.” dated May 18, 2022 in the following fashion:

- A. City and Contractor/Consultant desire to amend the Agreement by modifying section 3.1 – Scope of Services as set forth in Contractor/Consultant’s [Month, Day, Year] proposal to City attached hereto as Exhibit [A-1] and incorporated herein by this reference.
- B. City and Contractor/Consultant desire to amend the Agreement by modifying section 3.2 – Approved Fee Schedule as set forth in Contractor/Consultant’s [Month, Day, Year] fee schedule to City attached hereto as Exhibit [B-1] and incorporated herein by this reference.
- C. City and Cooksey Lifeguard and Swim Academy, LLC. desire to amend the Agreement by modifying section 3.4 – Expiration Date of the Agreement to read as follows:

3.4 “Expiration Date”: November 15, 2023.

Section 4 of the Agreement is also amended to incorporate the new Expiration Date.
- D. City and Cooksey Lifeguard and Swim Academy, LLC. desire to amend the Agreement by modifying Section 6 so that the total compensation and costs payable to Cooksey Lifeguard and Swim Academy, LLC. under this Agreement is a not-to-exceed sum of \$280,000.
- E. City and Contractor/Consultant desire to amend the Agreement by modifying Section 5 – Consultant/Contractor’s Services to include those additional services as set forth in Contractor/Consultant’s [Month, Day, Year] proposal to City attached hereto as Exhibit [C-1] and incorporated herein by this reference.

Initials: (City) _____ Cooksey Lifeguard and Swim Academy, LLC _____

TO EFFECTUATE THIS AGREEMENT, the parties have caused their duly authorized representatives to execute this Agreement on the dates set forth below.

“City”
City of Calabasas

By: _____
David J. Shapiro, Mayor

Date: _____

By: _____
Kindon Meik, City Manager

Date: _____

By: _____
Erica Green, Community Services Director

Date: _____

Attest:

By: _____
Maricela Hernandez, MMC
City Clerk

Date: _____

Approved as to form:

By: _____
Matthew T. Summers, City Attorney

Date: _____

“Consultant/Contractor”
Cooksey Lifeguard and Swim Academy,
LLC.

By: _____
Samuel Cooksey, Owner

Date: _____



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: JUNE 21, 2023

TO: HONORABLE MAYOR AND COUNCILMEMBERS

**FROM: PHILIP LANZAFAME, INTERIM PUBLIC WORKS DIRECTOR
HEATHER MELTON, LANDSCAPE DISTRICT MAINTENANCE
MANAGER**

**SUBJECT: PUBLIC HEARING REGARDING LANDSCAPE LIGHTING ACT DISTRICT
NOS. 22, 24, 27, & 32 LEVY OF ASSESSMENTS, ADOPTION OF
RESOLUTION 2023-1861, APPROVING A FINAL ENGINEER'S REPORT
IN CONNECTION WITH LANDSCAPE LIGHTING ACT DISTRICT NOS. 22,
24, 27, & 32, AND CONFIRMING DIAGRAMS AND ASSESSMENTS FOR
SUCH DISTRICTS FOR FISCAL YEAR 2023-2024**

MEETING

DATE: JUNE 28, 2023

SUMMARY RECOMMENDATION:

That the City Council hold a public hearing with respect to the increased assessments and levy of assessments in connection with Landscape Lighting Act District Nos. 22, 24, 27 & 32. Once City Council has considered all oral and written testimony and protests with respect to the proposed assessments for Fiscal Year 2023-24, it can close the public hearing.

Adopt Resolution 2023-1861, approving a Final Engineer's Report in connection with the Landscape Lighting Act District Nos. 22, 24, 27, & 32 and confirming diagrams and assessment for such districts for the Fiscal Year 2023-2024.

BACKGROUND:

The Landscape and Lighting Act of 1972 regulates the annual administration of special assessment districts. The City of Calabasas administers four Landscape Lighting Act Districts, as follows:

- Landscape Lighting Act District No. 22 – Calabasas Park Area (LLAD 22)
- Landscape Lighting Act District No. 24 – Lost Hills Road & The Saratogas (LLAD 24)
- Landscape Lighting Act District No. 27 – Las Virgenes Road (LLAD 27)
- Landscape Lighting Act District No. 32 – Agoura Road/Lost Hills Road Commercial District (LLAD 32)

On May 10, 2023 the City Council approved resolutions initiating the annual proceedings in connection with these districts and declaring the council's intention to impose assessments for Fiscal Year 2023-2024.

DISCUSSION/ANALYSIS:

The purpose of this agenda item is to hold a public hearing on the annual landscape districts assessments and to adopt Resolution No. 2023-1861, approving the Final Engineer's Report in connection with the Landscape Lighting Act District Nos. 22, 24, 27, & 32 and Confirming Diagrams and Assessments for such districts.

The assessment units assigned to each parcel are used in the assessment formula to compute the assessment amount. If the zone has one single land use, then each parcel is assigned one assessment unit. Where more than one land use exists within a zone, traffic generation factors are used as a means to define the benefit a single-family residence receives as compared to an apartment or a commercial property. The following traffic generation factors for the City of Calabasas and resulting Assessment Units are incorporated in the Engineer's Report. The City provided updated Trip Generation Data in FY2023/2024, which results in a change in the assessment unit factor, causing the maximum assessment on Multi-Family Residential and Commercial property to exceed the maximum assessment allowed. Therefore, the assessment units utilized in years prior will be used in the calculation of the assessments for the current year and consideration for a 218 election to amend the maximum assessment will be presented for next year.

A 7.446% CPI adjustment to Landscape Lighting Act District Nos. 22, 24, 27 and 32 as allowed by the formation, and Proposition 218 process will be implemented.

FISCAL IMPACT/SOURCE OF FUNDING:

The Landscape Lighting Act District Program is funded through dedicated special assessment funds.

Funding sources:

Division: 322 – LLAD 22

Division: 323 – LLAD 24

Division: 324 – LLAD 27

Division: 325 – LLAD 32

REQUESTED ACTION:

Hold a public hearing with respect to the levy of assessments. Following the public hearing, that the City Council adopt Resolution No. 2023-1861, approving a Final Engineer's Report in connection with Landscape Lighting Act District Nos. 22, 24, 27, and 32 and Confirming Diagrams and Assessments for such districts.

ATTACHMENTS:

1. Resolution 2023-1861
2. Final Engineer's Report

RESOLUTION NO. 2023-1861

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, APPROVING A FINAL ENGINEER'S REPORT IN CONNECTION WITH LANDSCAPE LIGHTING ACT DISTRICTS NOS. 22, 24, 27 & 32 AND CONFIRMING DIAGRAMS AND ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS FOR SUCH DISTRICTS.

WHEREAS, by its Resolution No. 2023-1861, the City Council declared its intention to levy and collect assessments for Fiscal Year 2023-24 in connection with Landscape Lighting Act District No. 22, Landscape Lighting Act District No. 24, Landscape Lighting Act District No. 27, and Landscape Lighting Act District No. 32 (collectively the "Districts" and each a "District") pursuant to the Landscape and Lighting Act of 1972 (California Streets & Highways Code Section 22500 et seq.) (the "Assessment Law"); and

WHEREAS, on June 28, 2023, the City Council held a full and fair public hearing at which all interested persons could give oral and written testimony with respect to the Fiscal Year 2023-24 assessment, which is at the same rate as in effect in Fiscal Year 2022-2023 plus 7.46% CPI inflation adjustment for Landscape Lighting Act Districts Nos. 22, 24, 27, and 32; and

WHEREAS, the City Council has considered all oral and written testimony and protests with respect to the proposed assessment for Fiscal Year 2023-24; and

WHEREAS, Willdan Financial Services filed a Final Report with the City Clerk for Fiscal year 2023-24 titled Final Engineer's Report for the Landscape Lighting Act Districts ; and

WHEREAS, the City Council has received and reviewed the contents of the report; and

WHEREAS, the City Council desires to cause the levy and collection of assessments for Fiscal Year 2023-24 in the Districts;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. The forgoing recitals are each true and correct.

SECTION 2. The City Council hereby approves the Final Report of Willdan Financial Services, as Assessment Engineers, entitled Final Engineer's Report for the Landscape Lighting Act Districts, and dated June 28, 2023, which is on file in the

Office of the City Clerk and available for public inspection. Any protests against the proposed assessments for Fiscal Year 2023-24 are hereby overruled.

SECTION 3. The Diagram and Assessment contained within such Report is hereby approved pursuant to Section 22631 of the Assessment Law.

SECTION 4. The adoption of this Resolution constitutes the ordering of the levy and collection of the assessment within each of the Districts for Fiscal Year 2023-24.

SECTION 5. 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 28th day of June 2023.

David J. Shapiro, Mayor

ATTEST:

APPROVED AS TO FORM:

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

Matthew T. Summers
Colantuono, Highsmith & Whatley, PC
City Attorney



CITY of CALABASAS

City of Calabasas

Landscaping Lighting Act District Nos. 22, 24, 27 & 32 (1972 Act Districts)

FISCAL YEAR 2023-24
ENGINEER'S REPORT

INTENT MEETING: MAY 10, 2023
PUBLIC HEARING: JUNE 21, 2023

27368 Via Industria
Suite 200
Temecula, CA 92590
T 951.587.3500 | 800.755.6864
F 951.587.3510

www.willdan.com



ENGINEER'S REPORT AFFIDAVIT

***Landscaping Lighting Act District Nos. 22, 24, 27 & 32
(1972 Act Districts)***

City of Calabasas
Los Angeles County, State of California

This Report describes the Landscaping Lighting Act District Nos. 22, 24, 27 & 32 therein including the improvements, budgets, parcels and assessments to be levied for Fiscal Year 2023-24, as they existed at the time of the passage of the Resolution of Intention. Reference is hereby made to the Los Angeles County Assessor's maps for a detailed description of the lines and dimensions of parcels within the District. The undersigned respectfully submits the enclosed Report as directed by the City Council.

Dated this 9th day of June, 2023.

Willdan Financial Services
Assessment Engineer
On Behalf of the City of Calabasas

By: Stacey Reynolds
Stacey Reynolds, Principal Consultant
District Administration Services

By: Tyrone Peter
Tyrone Peter
PE # C 81888



TABLE OF CONTENTS

I. INTRODUCTION	1
HISTORICAL INFORMATION	1
ANNUAL CONSUMER PRICE INDEX ADJUSTMENT	3
REPORT CONTENT AND ANNUAL PROCEEDINGS	3
II. PLANS AND SPECIFICATIONS	5
IMPROVEMENT AUTHORIZED BY THE 1972 ACT	5
DESCRIPTION OF IMPROVEMENTS	6
IMPROVEMENTS AND SERVICES WITHIN THE DISTRICTS	6
III. METHOD OF APPORTIONMENT	8
DEFINITIONS	8
ASSESSMENT METHODOLOGY	9
ASSESSMENT RANGE FORMULA	9
METHODOLOGY LANDSCAPE LIGHTING ACT DISTRICT No. 22	10
GENERAL BENEFIT	10
SPECIAL BENEFIT	10
PARCEL CLASSIFICATION	11
FORMULA OF ASSESSMENT	12
METHODOLOGY LANDSCAPE LIGHTING ACT DISTRICT No. 24	12
GENERAL BENEFIT	12
SPECIAL BENEFIT	13
PARCEL CLASSIFICATION	13
FORMULA OF ASSESSMENT	13
METHODOLOGY LANDSCAPE LIGHTING ACT DISTRICT No. 27	14
GENERAL/SPECIAL BENEFIT	14
PARCEL CLASSIFICATION	14
FORMULA OF ASSESSMENT	15
METHODOLOGY LANDSCAPE LIGHTING ACT DISTRICT No. 32	15
GENERAL/SPECIAL BENEFIT	15
PARCEL CLASSIFICATION	15
FORMULA OF ASSESSMENT	16
IV. DISTRICT BUDGET	17
ESTIMATE OF COSTS	17
V. DISTRICT BOUNDARY MAPS	19
EXHIBIT A- 2023-24 ASSESSMENT ROLL	24
EXHIBIT B- MAINTENANCE COSTS AND ASSESSMENT BY ZONE	25
EXHIBIT C- ASSESSMENT RATES HISTORY	28

I. Introduction

The City of Calabasas (the “City”) under the provisions of the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the California Streets and Highways Code (the “1972 Act”), and the provisions of the California Constitution Article XIII D (the “Constitution”), annually levies and collects special assessments for the City’s maintenance assessment districts designated as:

Landscaping Lighting Act District Nos. 22, 24, 27 & 32 (1972 Act Districts)

The County of Los Angeles formed the Landscaping Lighting Act Districts (the “Districts”) pursuant to the Landscaping and Lighting Act of 1972 (Streets & Highways Code Section 22500et seq.), prior to the incorporation of the City of Calabasas. In July 1995, the County of Los Angeles transferred the following four Districts to the City of Calabasas:

Landscaping Lighting Act District No. 22 (Calabasas Park Area) (Formed in 1979)

Landscaping Lighting Act District No. 24 (Lost Hills Road and The Saratogas) (Formed in 1984)

Landscaping Lighting Act District No. 27 (Las Virgenes Road) (Formed in 1984)

Landscaping Lighting Act District No. 32 (Agoura Road/Lost Hills Road Commercial District) (Formed in 1989)

This report presents the engineering analysis for the annual administration of the four Districts. Through the levy and collection of benefit assessments, the four Districts fund maintenance and operation of landscape improvements. For Fiscal Year 2023-24, Landscape Lighting Act District Nos. 22, 24, 27 and 32 assessments will be levied based on the previously approved methodology, at the rates indicated on page 25 through 29 of this report as recommended by the City of Calabasas’ Chief Financial Officer. The assessments are levied on the basis of benefit, they are not considered a tax, and, therefore, are not governed by Article XIII A of the Constitution of the State of California. The assessments are governed by Articles XIII D of the Constitution.

In accordance with the 1972 Act, the Districts utilize benefit zones (“Zones”) to address variations in the nature, location, and extent of the improvements that provide special benefits to parcels in the Districts. Within the boundaries of the Districts, parcels are assigned to various Zones each of which is associated with a set of improvements and/or type of improvements that provide special benefit to properties within that Zone.

These 1972 Act Districts fund landscape maintenance services and are funded by annual benefit assessments levied against each parcel in each District. The word “lighting” was apparently included in their names as a reference to the Landscaping and Lighting Act of 1972.

HISTORICAL INFORMATION

In Fiscal Year 1997-98, assessment ballot proceedings were conducted pursuant to Proposition 218 (Articles XIII C and XIII D of the California Constitution) for each of the four Districts. There was not a majority protest against any of the assessments, and the assessment methodology was approved by the City Council. The approved methodology reserved to the City Council the right each year to implement an inflation adjustment in these Districts. Implementation of the annual inflation adjustment, which is based on the Consumer Price Index (CPI), does not constitute an assessment increase for purposes of Proposition 218, because landowners in the Fiscal Year 1997-98 assessment ballot and subsequent balloting’s authorized these adjustments.

Landscape Lighting Act District No. 22

In Fiscal Year 2002-03, fifteen (15) parcels located in the City of Calabasas were annexed into the Commercial Area, Calabasas Road. The Assessor Parcel Numbers are as follows:

Annexed Assessor Parcel Numbers		
2068-002-023	2069-009-021	2069-009-900
2068-002-035	2069-009-027	2069-032-025
2069-009-008	2069-009-029	2069-032-027
2069-009-012	2069-009-030	2069-032-900
2069-009-020	2069-009-031	2069-032-901

In Fiscal Year 2009-10, Zone 15, Park Sorrento Condominium HOA was detached from LLAD 22.

In Fiscal Year 2011-12, Zone 18, Calabasas Ridge HOA was detached from LLAD 22.

In Fiscal Year 2018-19, the District attempted to increase the assessment rate for Classic Calabasas Park. In compliance with Proposition 218, the proposed rate was submitted to the property owners via mailed ballots. The ballots were tabulated on June 18, 2018, where majority protest denied the increase in assessment.

In Fiscal Year 2019-20, the District proposed a rate increase for Classic Calabasas Park. In compliance with Proposition 218, the proposed rate increase was submitted to the property owners via mailed ballots. The ballots were tabulated on June 17, 2019 and 54% of the ballots returned were in favor of the rate increase.

For Fiscal Year 2022-23, the District proposed a rate increase for Las Villas HOA. In compliance with Proposition 218, the proposed rate increase was submitted to the property owners via mailed ballots. The ballots were tabulated on June 27, 2022, and ballots returned were not in favor of the increase.

Landscape Lighting Act District No. 24

In Fiscal Year 2000-01, Mira Monte (Tract No. 52150) (Assessor’s Parcel No. 2064-004-91 and its successor parcels) was annexed into LLAD 24, and Calabasas View HOA, was detached from LLAD 24.

In Fiscal Year 2002-03, two hundred seventy (270) parcels in Saratoga Ranch and Saratoga Hills HOAs were annexed into LLAD 24.

Landscape Lighting Act District No. 27

In Fiscal Year 2016-17, the City of Calabasas, at the request of Mont Calabasas member homeowner association (HOA) Board of Directors, proposed annexing Mont Calabasas HOA Zone into Landscaping Lighting District No. 27 (LLAD27). In compliance with Proposition 218, the proposed annexation into the District and assessment was submitted to the property owners via mailed ballots. The ballots were tabulated at the June 22, 2016 Council Meeting and 77.78% of the ballots returned were in favor of annexation. By Resolution No. 2016-1504, the Council adopted Mont Calabasas annexation into District No. 27

In Fiscal Year 2019-20, the District proposed a rate increase for Mont Calabasas. In compliance with Proposition 218, the proposed rate increase was submitted to the property owners via mailed ballots. The ballots were tabulated on June 17, 2019 and 62.50% of the ballots returned were in favor of the rate increase. The Fiscal Year 2018-19 rate increased by 41.23% for Fiscal Year 2019-20, 2020-21 and 2021-22. In Fiscal Year 2022-23, the rate reverted back to the previously approved maximum rate including any inflationary adjustments.

Landscape Lighting Act District No. 32

In Fiscal Year 2000-01 Mira Monte (Tract No. 52150) (Assessor's Parcel No. 2064-004-91 and its successor parcels) was detached from LLAD 32 and annexed into LLAD 24.

ANNUAL CONSUMER PRICE INDEX ADJUSTMENT

The maximum assessment rate may increase each fiscal year based on the annual change in the Consumer Price Index (CPI), during the preceding year, for All Urban Consumers, for the Los Angeles-Long Beach-Anaheim areas, published by the United States Department of Labor, Bureau of Labor Statistics (or a reasonably equivalent index should the stated index be discontinued).

Assessments for the Districts are subject to an increase each year equal to the 12-month average percent change in the annual Consumer Price Index, All Urban Consumers, for the Los Angeles-Long Beach-Anaheim areas ("CPI"), from January 1st through December 31st of the fiscal year prior to the subject fiscal year. Future annual budgets within this limit may be approved by the City Council without additional property owner ratification. A CPI increase may be exceeded only by a majority parcel owner approval. For fiscal year 2023-24, Landscape Lighting Act District Nos. 22, 24, 27, and 32 maximum assessment rates will be increased by 7.446% annual CPI inflation adjustment per the City of Calabasas' Chief Financial Officer.

For fiscal year 2023-24, the maximum assessment rates will continue to increase by the stated CPI above. Districts 22, 24, 27 and 32 will be charged at the maximum assessment rate.

REPORT CONTENT AND ANNUAL PROCEEDINGS

This Engineer's Annual Report (the "Report") has been prepared pursuant to Chapter 1, Article 4 and Chapter 3 of the 1972 Act, and presented to the City Council for their consideration and approval of the proposed improvements and services to be provided within the District and the levy and collection of annual assessments related thereto for fiscal year 2023-24. If any section, subsection, sentence, clause, phrase, portion, or Zone, of this Report is, for any reason, held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions of the Report and each section, subsection, subdivision, sentence, clause, phrase, portion, or zone, thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases, portions, or zones, might subsequently be declared invalid or unconstitutional.

This Report outlines the Districts Zone structures, the improvements, and the proposed assessments to be levied in connection with the benefits the properties will receive from the maintenance and servicing of the District improvements for fiscal year 2023-24. The annual assessments to be levied on properties within the Districts provide a funding source for the continued operation and maintenance of landscaping improvements within various zones of benefit ("Zones") that provide special benefits to the properties within the Districts and each respective Zone. Each fiscal year, the City establishes the assessments for the Districts based on an estimate of the costs to maintain, operate and service the improvements and based upon available revenues including fund balances, general benefit contributions and additional City contributions and assessment limits. The costs of the improvements and the proposed annual assessments budgeted and assessed against properties within the Districts may include, but are not limited to the estimated expenditures for regular annual maintenance and repairs; incidental expenditures related to the operation and administration of the District; deficits or surpluses from prior years; revenues from other sources; and the collection of funds for operational reserves or for periodic maintenance and improvement rehabilitation projects as authorized by the 1972 Act. Each parcel is assessed proportionately for only those improvements, services and expenses for which the parcel will receive special benefit.

Each District outlined in this Report is a reflection of the various improvements and the types of improvements and services to be provided by the Districts for the properties that are directly associated with and benefit from those improvements. The net annual cost to provide the improvements for each District are allocated to the benefiting properties within that District using a weighted method of apportionment (refer to Assessment Methodology, Method of

Apportionment) that calculates the proportional special benefit and assessment for each parcel as compared to other properties that benefit from the improvements in the Districts and services.

The word “parcel,” for the purposes of this Report, refers to an individual property assigned its own Assessor’s Parcel Number (“APN”) by the Los Angeles County Assessor’s Office. The Los Angeles County Auditor/Controller uses Assessor’s Parcel Numbers and specific Fund Numbers to identify properties to be assessed on the tax roll for the District assessments.

At a noticed annual Public Hearing, the City Council will accept all public comments and written protests regarding the District and the annual levy of assessments. Based on those public comments and written protests, the City Council may order amendments to the Report or confirm the Report as submitted. Following final approval of the Report and confirmation of the assessments the Council will, by Resolution, order the improvements to be made and confirm the levy and collection of assessments pursuant to the 1972 Act. The assessments as approved will be submitted to the Los Angeles County Auditor/Controller to be included on the property tax roll for each parcel.

As required by the 1972 Act, this Engineer’s Report describes the improvements to be provided, maintained and serviced by the District, an estimated budget for the District improvements, and the proposed assessments to be levied upon each assessable lot or parcel within the District for fiscal year 2023-24.

While the budgets outlined in this Report reflect the estimated costs necessary to fully and adequately provide for the maintenance and operation of the improvements within the District, many of these estimated costs and associated services cannot be funded by the current special benefit assessment revenues and the City contribution for those improvements or portions thereof determined to be general benefits. Therefore, in addition to the City’s contribution for general benefit costs, in some Districts, at the discretion of the City Council, the City may also provide additional funding to support the improvements and/or implement service reductions. To fully fund the improvements that are considered special benefits, it may be necessary in the future to increase assessment revenues which would require the support of the property owners for new or increased assessments through a ballot proceeding conducted under the provisions of the California Constitution Article XIII D.

II. Plans and Specifications

The lines and dimensions of each lot or parcel within the Districts are those lines and dimensions shown on the maps of the Assessor of the County of Los Angeles for the year when this Report is prepared. The Assessor's maps and records are incorporated by reference herein and made part of this Report.

Plans and specifications showing each District's exterior boundaries; and indicating the general nature, location and extent of improvements.

Several items related to the Districts are on file and available for review at the City of Calabasas Public Works Department, Landscape Maintenance Division office.

For Landscape Lighting Act District No. 22, each member of the HOA has an individual maintenance contract. The member HOAs have been designated as "Zones"; each Zone has been given a number. The City has on file for each Zone a maintenance contract listing the work contracted and a diagram(s) detailing maintenance service work areas.

IMPROVEMENT AUTHORIZED BY THE 1972 ACT

As applicable or may be applicable to the Districts, the 1972 Act defines improvements to mean one or any combination of the following:

- The installation or planting of landscaping.
- The installation or construction of statuary, fountains, and other ornamental structures and facilities.
- The installation or construction of public lighting facilities.
- The installation or construction of any facilities which are appurtenant to any of the foregoing, or which are necessary or convenient for the maintenance or servicing thereof, including, but not limited to, grading, clearing, removal of debris, the installation or construction of curbs, gutters, walls, sidewalks, or paving, or water, irrigation, drainage, or electrical facilities.
- The maintenance or servicing, or both, of any of the foregoing.
- The acquisition of any existing improvement otherwise authorized pursuant to this section.

Incidental expenses associated with the improvements including, but not limited to:

- The cost of preparation of the report, including plans, specifications, estimates, diagram, and assessment;
- The costs of printing, advertising, and the publishing, posting and mailing of notices;
- Compensation payable to the County for collection of assessments;
- Compensation of any engineer or attorney employed to render services;
- Any other expenses incidental to the construction, installation, or maintenance and servicing of the improvements;
- Any expenses incidental to the issuance of bonds or notes pursuant to Section 22662.5.
- Costs associated with any elections held for the approval of a new or increased assessment.

The 1972 Act defines "Maintain" or "maintenance" to mean furnishing of services and materials for the ordinary and usual maintenance, operation, and servicing of any improvement, including:

- Repair, removal, or replacement of all or any part of any improvement.

- Providing for the life, growth, health, and beauty of landscaping, including cultivation, irrigation, trimming, spraying, fertilizing, or treating for disease or injury.
- The removal of trimmings, rubbish, debris, and other solid waste.
- The cleaning, sandblasting, and painting of walls and other improvements to remove or cover graffiti.

DESCRIPTION OF IMPROVEMENTS

As authorized by the 1972 Act, the improvements provided by the Districts and associated with each Zone incorporate various improvements that are maintained and serviced for the benefit of real property within the Districts. The maintenance of the improvements may also include various appurtenances that may include but is not limited to entry monuments; various types of fencing; retaining walls; ornamental lighting or other ornamental fixtures; signage; and irrigation, drainage, and electrical equipment. The work to be performed within each respective Zone may include but is not limited to (as applicable), the personnel, materials, equipment, electricity, water, contract services, repair and rehabilitation of the improvements and incidental expenses required to operate the District and provide the improvements and services for each Zone. The improvements provided within the District and for which parcels receive special benefits are generally described in the following

Note: The four Districts do not necessarily provide every service authorized under the 1972 Act. For example, while these Districts provide electrical current to power irrigation systems, fountains, landscape lighting, Calabasas Lake aeration systems, and Association Park lake sidewalk lighting, they do not fund LLAD residential or commercial district street lighting.

IMPROVEMENTS AND SERVICES WITHIN THE DISTRICTS

The purpose of the District is to fund the maintenance and servicing of parkway landscape improvements installed in connection with development of properties within the District. The landscape improvements maintained by each District are generally described as follows:

Landscape Lighting Act District No. 22

LLAD 22 provides for the maintenance of landscape of the common areas and open space areas located within member homeowner associations (HOA) referred to as “Zones”. The HOA common areas are either owned in common or privately owned, with easements granted to the District for landscape maintenance purposes. The maintenance of landscape also includes greenbelt and slope areas as well as annual weed abatement/brush clearance for fuel reduction/fire safety.

Landscape Lighting Act District No. 24

LLAD 24 provides maintenance of landscape within street right-of-way and open space areas. The open space areas include slopes and creek banks. Maintenance of landscape on streets within right-of-way includes parkways, center medians, adjacent turf areas, trees, and annual weed abatement/brush clearance for fuel reduction/fire safety.

Roadways with landscape in the public right-of-way includes landscaped center medians, trees, and adjacent turf areas that are conditions of development and are maintained by the District to soften and mitigate the impacts of traffic on the residential tracts within the District. The landscape improvements are located on the residential roadway serving the Malibu Lost Hills community, including Lost Hills Road south of Malibu Hills Road to Las Virgenes Road, Calabasas Hills Road, Meadow Creek Lane, portions of Las Virgenes Road, and designated slope areas along Las Virgenes Creek.

Landscape Lighting Act District No. 27

LLAD 27 provides maintenance of landscape within street right-of-way. Maintenance of landscape on streets within right-of-way includes parkways, center medians, and street trees.

The area of landscape improvements generally referred to as Las Virgenes Road are: On Las Virgenes Road, the east sidewalk and center medians beginning at 3560 Las Virgenes Road and continuing north to Thousand Oaks Blvd.; on Las Virgenes Road north of Thousand Oaks Blvd., the east sidewalk area north to the end of Las Virgenes Rd.; at the northwest corner of Thousand Oaks Blvd. and Ruthwood Drive the public right-of-way area located immediately behind the sidewalk; on the south side of Thousand Oaks Blvd., the sidewalk area from Las Virgenes Road to the flood control channel; and the sidewalk area on the north side of Thousand Oaks Blvd. from Las Virgenes Road to Ruthwood Drive.

For the Mont Calabasas HOA Zone, the improvements include the maintenance of Las Virgenes Road as described above and in addition, provides for the maintenance of landscape of common areas and open space areas located within the Zone. The HOA common areas are either owned in common or privately owned, with easements granted to the District for landscape maintenance purposes. The maintenance of landscape may also include greenbelt and slope areas, as well as annual weed abatement/brush clearance for fuel reduction/fire safety.

Landscape Lighting Act District No. 32

LLAD 32 provides maintenance of landscape within street right-of-way. Maintenance of landscape on streets within right-of-way includes center medians and street trees.

The landscape improvements maintained by the District are located on the major streets serving the Lost Hills Commercial Area, including Agoura Road from the west side of Malibu Hills Road to the eastern boundary of 26750 Agoura Road, Malibu Hills Road, Shadow Hills Road, and the portion of Lost Hills Road from Interstate 101 to the south side of Malibu Hills Road.

III. METHOD OF APPORTIONMENT

Proposition 218 requires that a parcel's assessment may not exceed the reasonable cost of the proportional special benefit conferred on that parcel. The Articles provide that only special benefits are assessable. The City must separate the general benefits from the special benefits conferred on a parcel; a special benefit being a particular and distinct benefit over, and above general benefits conferred on the public at large, including real property within the district.

In Fiscal Year 1997-98, the four Districts conducted an assessment ballot proceeding pursuant to Proposition 218; the assessment methodology was approved by a majority of District parcel owners and the City Council. The City reserves the right to implement the previously approved inflation adjustment in these Districts. Implementation of the annual inflation adjustment, which is based on the annual Consumer Price Index (CPI), does not constitute an assessment increase for purposes of Proposition 218, because parcel owners in the Fiscal Year 1997-98 assessment ballot and subsequent balloting's authorized these adjustments.

Each District will be discussed in terms of background, special benefit, general benefit, and assessment formula. Certain terms used throughout the Method of Assessment are defined below.

DEFINITIONS

Special Benefit: Articles XIII C and XIII D of the California Constitution define special benefit as "a particular and distinct benefit over and above the general benefits conferred on real property located in the District or to the public at large. General enhancement of property value does not constitute 'special benefit.'" The following Method of Apportionment of Assessment for each District analyzes the special benefit each parcel receives from the improvements funded in each District. The cost of landscape maintenance is distributed to parcels in each District based on the special benefit each parcel receives by an assessment formula. Within the Districts, zones of benefit may be designated based on spreading the cost of the improvements associated with each Zone over the parcels within that Zone.

Each assessed parcel within each District receives a particular and distinct Special Benefit from the improvements. The operation and maintenance of the landscape improvements provides a Special Benefit to the parcels within each District even though there may not be landscaping immediately adjacent to a particular parcel. Special Benefits associated with landscaped improvements are:

- The proper maintenance of landscape along streets provides noise abatement and visual barriers to reduce the negative impact of the streets upon nearby parcels within the District.
- Landscape improvements provide environmental enhancement to nearby parcels through erosion control, dust and debris control, and weed abatement for fire safety.
- The aesthetic desirability of parcels within the District is specifically enhanced by the presence of well-maintained open space, greenbelts, street medians, and frontage landscape.
- Having properly maintained landscape readily accessible to properties within the District means the owners of the assessed parcels may enjoy the benefits of having such improvements available for use while avoiding the effort and expense of individually installing and maintaining similar improvements.
- Where the District is providing maintenance along easements on privately held property, it is providing landscape services that otherwise would be direct expenses of the owners of such property.
- State and City laws generally hold property owners individually responsible for the safe and proper maintenance of their frontages.

Zones: Landscape Lighting Act District No. 22 (1972 Act District) Calabasas Park Area has been divided into “Zones” of benefit by individual communities or neighborhoods that receive distinct Special Benefit. In most cases, Zones are defined by the boundaries of a homeowners’ association. In a few cases, the Zone is based on master plan boundaries (Old Town Master Plan) or street boundaries. The landscape maintenance activities that provide a Special Benefit are separately identified by the City for each Zone. Based on an assessment formula, the cost of these landscape maintenance activities is then spread to the parcels within that Zone.

Assessment Units: The assessment units assigned to each parcel are used in the assessment formula to compute the assessment amount. If the zone has one single land use, then each parcel is assigned one assessment unit. Where more than one land use exists within a zone, traffic generation factors are used as a means to define the benefit a single-family residence receives as compared to an apartment or a commercial property. The following traffic generation factors for the City of Calabasas and resulting Assessment Units are incorporated in this Report.

Land Use	Traffic Generator Factor	Assessment Unit
Single Family Residential (Houses and Condominiums)	10 trips per day	1.0 (10 trips/10 trips) per parcel
Multi-Family Residential (Apartments)	6 trips per day	0.6 (6 trips/10 trips) per unit
Commercial Parcel	40 trips per day	4.00 (40 trips/10 trips) per acre

Note: Traffic Generation Factor is based on information provided by the City of Calabasas in 1997-98. Due to minor changes in development in the area since this time, these results continue to be representative of the traffic generated in the assessment district.

ASSESSMENT METHODOLOGY

Proposition 218 requires the City to ballot property owners to obtain consent for the increased assessment exceeding the anticipated maximum permissible increase per assessment formula, for example CPI (Consumer Price Index) increase.

ASSESSMENT RANGE FORMULA

Section 22573 of the 1972 Act states that “The net amount to be assessed upon lands within an assessment district may be proportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefit to be received by each such lot or parcel from the improvements.”

Section 22547 of the 1972 Act permits the designation of benefit zones within any individual assessment district if “... by reasons or variations in the nature, location, and extent of improvements, the various areas will receive different degrees of benefit from the improvements.” Thus, the 1972 Act requires the levy of true “assessment” rather than a “special tax”.

Within each District, it is determined that each parcel benefits equally from the services provided. Therefore, costs of providing services (as well as a proportional share of incidental expenses) are spread evenly across each parcel in that District but not exceeding the maximum permissible assessment rates as approved by the property owners.

Proposition 218 requires that a parcel's assessment may not exceed the reasonable cost of the proportional special benefit conferred on that parcel. The Articles provide that only special benefits are assessable. The City must separate the general benefits from the special benefits conferred on a parcel; a special benefit being a particular and distinct benefit over, and above general benefits conferred on the public at large, including real property within the district.

In Fiscal Year 1997-98, the four Districts conducted an assessment ballot proceeding pursuant to Proposition 218; the assessment methodology was approved by a majority of District parcel owners and the City Council. The City reserves the right to implement the previously approved inflation adjustment in these Districts. Implementation of the annual inflation adjustment, which is based on the annual Consumer Price Index (CPI), does not constitute an assessment

increase for purposes of Proposition 218, because parcel owners in the Fiscal Year 1997-98 assessment ballot and subsequent balloting's authorized these adjustments.

The Method of Assessment for each District is provided in the following pages below.

METHODOLOGY LANDSCAPE LIGHTING ACT DISTRICT NO. 22

The following methodology described pertains to Landscape Lighting Act District No. 22 (1972 Act). The landscape services provided to all properties within the district boundary have been reviewed to identify the General Benefit and Special Benefit conferred to each parcel.

GENERAL BENEFIT

Articles XIII C and XIII D of the California Constitution require that the benefit to the public at large be identified for any improvements being funded through an assessment district. This so-called "general" benefit may not be assessed to the parcels through an assessment district. The following Method of Apportionment of Assessment for the District analyzes the benefit to the public at large from the landscape improvements provided by the City for the District.

In LLAD 22, certain portions of improvements are identified as providing general benefit. The costs associated with these improvements are not included in the LLAD 22 budget assessed to parcels in the District. Instead, these costs are funded through Landscape Maintenance District No. 22 (LMD 22), via an existing ad valorem tax levy. Proposition 218 does not govern the ad valorem levy, and the proceeds of this ad valorem levy may be used toward any landscape improvements providing general benefit within the LMD 22/LLAD 22 boundary.

The following landscape improvements provide general benefit and are funded solely by LMD 22, via the existing ad valorem tax levy and are not funded by LLAD 22. Maintenance of landscape on major thoroughfare roadways, including portions of Calabasas Road, Civic Center Way, Park Capri, Park Entrada, Park Granada, median islands on Park Helena and Park Sienna, Park Ora, certain parkway areas on Park Sorrento, Parkway Calabasas, Association Park, Calabasas Lake, and natural areas such as McCoy Creek, and open space areas within the district boundary.

The roadways are thoroughfares for the community, providing access to schools, shops, freeways, and recreational facilities, and therefore, confer a General Benefit to the community. The landscape along these streets includes parkway landscape that serves to improve the stabilization of slopes adjacent to these roadway sections within the District.

SPECIAL BENEFIT

With the exception of the major public thoroughfare roadways located within the boundaries of District LLAD 22 as described above in General Benefit, all of the areas maintained by LLAD 22 are either owned in common or are privately owned and are solely accessible to (or primarily accessible to) owners of the assessed properties, their tenants, and/or guests. These areas have easements granted to LLAD 22 for landscape maintenance purposes.

The local landscape improvements associated within member homeowner associations, provide special benefits to the properties within those developments, and have no benefit to the public at large, to individuals rather than property, or to properties located outside of the district. The landscape improvements of the common areas located within member homeowner associations are of direct and special benefit to the assessed properties. Consequently, 100% of these costs are allocated to special benefit.

In order for the methodology to be in compliance with Articles XIII C and XIII D of the California Constitution, a thorough study of the landscape funded by the District was performed in 1997-98. The District was divided by tracts into member homeowner associations and a commercial district that are called "Zones". These Zones receive distinct special benefit. In a few cases, the Zone is based on master plan boundaries (Old Town Master Plan) or street boundaries. Each Zone's specific usage and landscape maintenance activities were identified to determine the level of special benefit each property receives within that Zone.

The landscape maintenance activities that provide a Special Benefit have been determined for each Zone. The LLAD 22 Zones are as follows:

LLAD 22 Zones			
Bellagio	Calabasas Country Estates	Calabasas Hills	Calabasas Park Estates
Calabasas Rd. Commercial*	Clairidge	Classic Calabasas Park	Las Villas
Oak Creek	Oak Park	The Oaks of Calabasas **	Palatino
Westridge	Vista Pointe		

* Calabasas Rd. Commercial includes Old Town

**The Oaks of Calabasas Zone is comprised of The Oaks of Calabasas and The Estates of The Oaks of Calabasas HOAs.

A complete landscape maintenance service level was developed for each Zone to determine the Zone's aggregate LLAD 22 assessment levy and detail the Special Benefit each Zone receives from the District.

The aggregate LLAD 22 assessment levy for each Zone includes costs associated with maintaining improvements that specially benefit the given Zone. Many of the costs are for local landscape improvements that can be accessed only by member homeowner association parcel owners, their tenants, or guests. In virtually all cases, the improvements were part of a condition of development and the assessed properties are responsible for the ongoing landscape maintenance.

PARCEL CLASSIFICATION

These costs are apportioned to each parcel within each Zone based on the Special Benefit associated with the type of land use. The benefit relationship between land uses is based on the assignment of vehicle trip generation factors. Trip rates are used as a measure of benefit because they are a representative land use comparison factor for the type of improvements being funded, namely street landscape, slopes, common areas, parks, and open space. From the traffic generation factors Assessment Units are calculated. The Assessment Unit for each land use is computed based on its traffic generation compared to the traffic generated by a single-family residence.

Single Family Residence parcels in the City of Calabasas generate an average of 10 trips per day. A parcel is classified as a Single-Family Residential use upon recordation of a subdivision map for houses or condominiums. The Single-Family Residences are assigned the base Assessment Unit of 1 and are used as the basis of comparison for all other land uses in the District.

Multiple Family Residential parcels the City of Calabasas generate an average of 6 trips per day, or 0.6 Assessment Unit per unit. Therefore, the Assessment Units assigned to a multiple family parcel would be the product of the number of dwelling units on a parcel and 0.6 Assessment Units per unit. For instance, a 20-unit apartment house would be assigned $20 \times 0.6 = 12$ Assessment Units.

Residential Vacant (un-subdivided but buildable) property receives a Special Benefit from the improvements as a result of the increased desirability of a parcel that is located in an area with landscape and park amenities. In addition, vacant parcels specially benefit from the availability of a landscape program and access to the City's landscape manager.

Commercial property within the City of Calabasas generates on average 40 trips per day. Therefore, the Assessment Units assigned to a commercial property is 4.0 Assessment Units per acre. At this time, all commercial properties in the District are within the Calabasas Road/ Old Town Commercial Zone, which also encompasses the Old Town Master Plan area. The commercial properties in the Calabasas Road/ Old Town Commercial Zone receive benefit from Calabasas Road maintenance. The cost for these specific improvements will be distributed to the properties within the Zone based on each parcel's land area (acreage).

Public Agency parcels within the District that have people working on the premises and have parkway landscape maintained by the District, benefit from the landscape improvements to their parkway maintenance, as do other similar parcels. The only Public Agency parcels subject to the assessment are the Civic Center and the Tennis and Swim Center. For purposes of the assessment, these parcels are considered part of the Calabasas Road Commercial/Old Town Master Plan Zone. Therefore, the Civic Center and the Tennis and Swim center will receive the same per acre charge as the Commercial properties in the Calabasas Road Commercial/Old Town Master Plan Zone.

Homeowner's Association and Common Area parcels within the District are not assessed. These parcels include large park parcels, small sliver parcels, and parking lot parcels that cannot be developed. These 'unbuildable' properties do not receive a special benefit from the District's improvements and are not assessed. In many cases, the common area parcels provide the same use and function that the District funded improvements provide. In addition, the property owners paying the Homeowner's Association bill are already paying for the District's funded improvements by their parcel's assessment. The common area property is incidental to the primary residential parcels. Therefore, the assessment will go directly to the source and assess the properties that benefit from the Zone's improvements and maintenance.

FORMULA OF ASSESSMENT

The District budget requirements for the special benefit improvement costs have been assembled in order to determine the aggregate levy of assessment for Landscape Lighting Act District No. 22 (1972 Act) by Zone. The total aggregate levy for each LLAD 22 Zone is divided by the number of assessment units to determine the assessment amount per unit. The assessment amount per unit is multiplied by the number of assessment units assigned to the parcel to determine each parcel's assessment. See Exhibit B for the Landscape Lighting Act District No. 22 (1972 Act) Assessments by Zone.

For example, a Zone that only has single-family residence parcels is assigned 1 assessment unit per parcel, and the assessment per parcel is calculated as follows:

$$\frac{\text{Zone Total Levy Amount}}{\text{Zone Total Assessment Units (Parcels)}} = \text{Assessment Amount Per Unit (Parcel)}$$

METHODOLOGY LANDSCAPE LIGHTING ACT DISTRICT NO. 24

The following methodology described pertains to the Landscape Lighting Act District No. 24 (1972 Act) herein referred to in this section as LLAD 24. The landscape services provided to all properties within the district boundary have been reviewed to identify the General Benefit and Special Benefit conferred to each parcel.

GENERAL BENEFIT

Articles XIII C and XIII D of the California Constitution require that the benefit to the public at large be identified for any improvements being funded through an assessment district. This so-called "general" benefit may not be assessed to the parcels through an assessment district. The following Method of Apportionment of Assessment for the District analyzes the benefit to the public at large from the landscape improvements provided by the City for the District.

Other residential areas of the City that are not included in an assessment district receive a minimal standard of City-funded landscape maintenance. The standard City landscaping for streets includes minimal median and parkway landscape. The City policy, therefore, is to have homeowner associations or landscaping and lighting districts fund certain landscaping maintenance, enhancements, and servicing. As a result, there is no general benefit from the funded improvements.

SPECIAL BENEFIT

The local landscape improvements provide special benefits to the properties within those developments, and have no benefit to the public at large, to individuals rather than property, or to properties located outside of the district. The maintenance of landscape improvements within street right-of-way and open space located within the District are of direct and special benefit to the assessed properties. Consequently, 100% of these costs are allocated to special benefit, and the special benefits associated with the landscaped improvements include:

- The aesthetic desirability of parcels within the District is specifically enhanced by the presence of well-maintained open space, greenbelts, street medians, and frontage landscaping.
- Public rights-of-way with landscaped center medians, trees, and adjacent turf areas maintained by the District provide noise abatement and visual barrier to mitigate the negative impact of streets upon nearby parcels within the District.
- The special benefits derived from the maintenance of these landscape improvements provide environmental enhancement to nearby parcels through erosion control, dust and debris control, and weed abatement for safety.
- Additional special benefits of landscape maintenance are described earlier in this Report.

PARCEL CLASSIFICATION

Residential Parcels within the District all receive direct and special benefit. All of the parcels in this District are residential and each parcel is assigned 1 Assessment Unit per parcel.

Public Agency parcels within the District that have people working on the premises and have parkway landscape maintained by the District that benefit from the landscape improvements to their parkway maintenance, similar to other parcels. However, at this time, there are no Public Agency parcels in LLAD 24.

Homeowner's Association and Common Area parcels within the District are not assessed. These parcels include large park parcels, small sliver parcels, and parking lot parcels that cannot be developed. These 'unbuildable' parcels do not receive a special benefit from the District's improvements and are not assessed. In many cases, the common area parcels provide the same use and function that the District funded improvements provide. In addition, the parcel owners paying the Homeowner's Association bill are already paying for the District's funded improvements by their parcel's assessment. The common area property is incidental to the primary residential parcels. Therefore, the assessment will go directly to the source and assess the properties that benefit from the Zone's improvements and maintenance.

FORMULA OF ASSESSMENT

In order for the methodology to be in compliance with Articles XIII C and XIII D enacted by Proposition 218, in 1997-98 a thorough study of the landscape provided to each Zone within the District was performed. Specific usage and services were identified by zones of benefit to determine the level of benefit received by each Zone within the District. The District was divided into naturally bounded communities, usually by tracts, but sometimes by street boundaries, and within each community, there is a single residential land use.

The Zones located within the District are as follows:

LLAD 24 Zones			
Avalon Bay	Deer Springs	El Encanto	Lone Oak
Mira Monte	Saratoga Hills	Saratoga Ranch	Steeplechase

The assessment per assessment unit is determined by dividing the total aggregate levy by Zone by the number of assessment units in the Zone. The assessment per parcel is determined by multiplying the assessment per assessment unit by the number of units assigned to the parcel. See Exhibit B for the Landscape Lighting Act District No. 24 (1972 Act) Assessments by Zone.

For example, a Zone that only has residential parcels is assigned 1 assessment unit per parcel, and the assessment per parcel is calculated as follows:

$$\frac{\text{Zone Total Levy Amount}}{\text{Zone Total Assessment Units (Parcels)}} = \text{Assessment Amount Per Unit (Parcel)}$$

METHODOLOGY LANDSCAPE LIGHTING ACT DISTRICT NO. 27

The following methodology described pertains to Landscape Lighting Act District No. 27 (1972 Act) herein referred to in this section as LLAD 27.

GENERAL/SPECIAL BENEFIT

The local landscape improvements provide special benefits to the properties within those developments, and have no benefit to the public at large, to individuals rather than property, or to properties located outside of the district. The landscape improvements within the street right-of-way located within the District are of direct and special benefit to the assessed properties. Consequently, 100% of these costs are allocated to special benefit. The special benefits of landscape maintenance are described earlier in this Report.

Other residential areas of the City that are not included in an assessment district receive a minimal standard of City-funded landscape maintenance. The standard City performed landscape for arterial streets in the City includes minimal median and parkway landscape maintenance. The City policy, therefore, is to have fronting property in the District fund the enhanced landscape maintenance, operation, and servicing of arterial streets. The parcels in the District are funding only the cost of their frontage landscape maintenance. As a result, there is no General Benefit from the funded improvements.

SPECIAL BENEFIT - MONT CALABASAS HOA ZONE

The Mont Calabasas HOA Zone special benefit includes the maintenance of landscape within Las Virgenes Road street right-of-way. In addition, the special benefit also includes areas to be maintained by LLAD 27 which are either owned in common or are privately owned and are solely accessible to (or primarily accessible to) owners of the assessed properties, their tenants, and/or guests. These areas have easements granted to LLAD 27 for landscape maintenance purposes.

The local landscape improvements associated within the Mont Calabasas HOA Zone, provide special benefits to the properties within the Mont Calabasas HOA, and have no benefit to the public at large, to individuals rather than property, or to properties located outside of the district. The landscape improvements of the common areas located within the member homeowner association are of direct and special benefit to the assessed properties. Consequently, 100% of these costs are allocated to special benefit. The specific usage and landscape maintenance activities were identified to determine the level of special benefit each property receives within the Mont Calabasas HOA Zone.

PARCEL CLASSIFICATION

Public Agency parcels within the District that have people working on the premises and have parkway landscape maintained by the District that benefit from the landscape improvements to their parkway maintenance, similar to other parcels. There are no Public Agency parcels in LLAD 27 at this time.

Homeowner's Association and Common Area parcels within the District that are not assessed. These parcels include large park parcels, small sliver parcels, and parking lot parcels that cannot be developed. These 'unbuildable' parcels do not receive a special benefit from the District's improvements and are not assessed. In many cases, the common area parcels provide the same use and function that the District funded improvements provide. In addition, the parcel owners paying the Homeowner's Association bill are already paying for the District's funded improvements by their parcel's assessment. The common area parcel is incidental to the primary residential parcels. Therefore, the

assessment will go directly to the source and assess the parcels that benefit from the Zone’s improvements and maintenance.

FORMULA OF ASSESSMENT

In order for the methodology to be in compliance with Articles XIII C and XIII D enacted by Proposition 218, in 1997-98 a thorough study of the landscape provided to zones of benefit within the District was performed. Specific usage and services were identified for each Zone to determine the level of benefit received by each Zone within LLAD 27. The District was divided into naturally bounded neighborhoods, usually by tracts, but sometimes by street boundaries, and each parcel is assigned 1 assessment unit. The Zones are as follows:

LLAD 27 Zones			
Casden Malibu Canyon LP	Las Virgenes Park	Las Virgenes Village	Mont Calabasas

Assessment Formula (Las Virgenes Road)

The following Zones receive special benefit: Casden Malibu Canyon LP, Las Virgenes Park, Las Virgenes Village and Mont Calabasas. The assessment per assessment unit (parcel) is determined by dividing the total aggregate levy by the total number of assessment units (parcels) in the Zones.

Assessment Formula (Mont Calabasas Zone)

Costs of services for maintaining Mont Calabasas landscape of common areas and open space areas located and specific to Mont Calabasas HOA Zone are spread only across the parcels in that Zone. Each developed residential parcel within the Zone is allocated an equal share of costs applicable to that zone. The assessment per assessment unit (parcel) is determined by dividing the total aggregate levy by the total number of assessment units (parcels) in the Zone.

For example, a Zone that only has residential parcels is assigned 1 assessment unit per parcel, and the assessment per parcel is calculated as follows:

$$\frac{\text{Zone Total Levy Amount}}{\text{Zone Total Assessment Units (Parcels)}} = \text{Assessment Amount Per Unit (Parcel)}$$

METHODOLOGY LANDSCAPE LIGHTING ACT DISTRICT NO. 32

The following methodology described pertains to the Landscape Lighting Act District No. 32 (1972 Act) herein referred to in this section as LLAD 32.

GENERAL/SPECIAL BENEFIT

The local landscape improvements provide special benefits to the properties within those developments, and have no benefit to the public at large, to individuals rather than property, or to properties located outside of the district. The landscape improvements of the common areas located within member homeowner associations are of direct and special benefit to the assessed properties. Consequently, 100% of these costs are allocated to special benefit. The special benefits of landscape maintenance are described earlier in this Report.

PARCEL CLASSIFICATION

Because there is basically a single land use in the District, commercial, each parcel is assigned 1 assessment unit. The assessment levy is spread equally to each parcel. The only nonconforming land use in the District is related to the Community Center, which is owned by the City of Calabasas and the City of Agoura Hills. The Community Center parcel's frontage landscape will be funded by the District, similar to the commercial properties in the District. Therefore, the Community Center benefits from the assessment and will be assessed as a parcel.

Common Area or Easement parcels within the District include primarily open space parcels that cannot be developed and parking lots that are considered 'unbuildable'. These parcels do not receive special benefit and will not be assessed. In many cases, the common area parcels provide the same use and function that the District funded improvements provide. Furthermore, these parcels are incidental to the primary parcels. Therefore, the assessment will go directly to the source and assess the parcels that benefit from the Districts improvements and maintenance.

FORMULA OF ASSESSMENT

In order for the methodology to be in compliance with Articles XIII C and XIII D enacted by Proposition 218, in 1997-98 a thorough study of the landscape provided to the District was performed. Specific usage and services were identified to determine the level of benefit each parcel within the District receives. These costs are apportioned to each parcel based on the Special Benefit associated with the type of land use. Two land uses exist in LLAD 32: Commercial and Public Agency (a sheriff station and a community center).

The assessment per assessment unit is determined by dividing the total aggregate levy by parcel by the number of assessment units in the District. The assessment per parcel is determined by multiplying the assessment per assessment unit by the number of units assigned to the parcel. See Exhibit D for the Landscape Lighting Act District No. 32 (1972 Act) Assessments by parcel.

For example, a District that only has commercial land use parcels is assigned 1 assessment unit per parcel, and the assessment per parcel is calculated as follows:

$$\frac{\text{District Total Levy Amount}}{\text{District Total Assessment Units (Parcels)}} = \text{Assessment Amount Per Unit (Parcel)}$$

IV. DISTRICT BUDGET

ESTIMATE OF COSTS

Section 22569 of the 1972 Act requires the Engineer's Report to contain an estimate of the costs of the Improvements including:

- total costs of improvements including incidental expenses,
- the amount of the surplus to be carried over from a previous fiscal year,
- the amount of any contributions to be made from sources other than the assessment,
- the amount, if any, to be collected in annual installments for the estimated cost of improvements,
- the net amount to be assessed within the Assessment District.

Estimates of these amounts are as follows:

Cost of Improvements:

As mentioned earlier, some zones are assessed at fixed annual rate without the CPI adjustment. In such areas, the level of service (i.e., gardening and watering) is reduced so that the costs of providing services does not exceed assessment revenues. For the areas where the CPI adjustments have been approved, an attempt is made to provide the same levels of service from year to year.

The Community Services Department oversees the operation of the landscape maintenance while outside contractors as well as in-house staff are used to maintain these areas. The expenditures are listed in the fiscal year 2023-24 budget listed below. Contract maintenance expenses are based on actual contractual costs. Water and electricity utility bills and routine supplies are estimated based on current expenditures.

Incidental Expenses:

Incidental expenses to be paid with assessment amounts of the Assessment District for FY 2023-24 ("Incidental Expenses") are included in the definition of "incidental expenses" as defined in Section 22526 of the 1972 Act.

Four types of incidental expenses are included in the costs associated with the Maintenance District: (i) compensation for special counsel providing advice in connection with the establishment of the Maintenance District, (ii) costs of the preparation of this Report, including preparation of plans, specifications, estimates, diagram, and assessment ("Assessment Engineering"), (iii) costs associated with printing, advertising, and the giving of published, posted, and mailed notices, including the balloting required by Article XIII D of the California Constitution, and (iv) compensation payable to the County of Los Angeles for the collection of assessments. The budget shows the total amounts for incidental expenses for Fiscal Year 2023-24.

Contribution from Other Sources

This is included to subsidize any shortfalls for Zones in the District.

Annual Installments

The entire amount of the net assessment assessed in FY 2023-24.

The estimated budget for fiscal year 2023-24 for each District is shown in the table below. The beginning fund balance estimated for July 1, 2023, is projected from the 2022-23 budget year. These fund balances are used to finance all work from July 1, 2023 until June 30, 2024. The first deposit from the County Assessor's Office to the District's accounts is December 2023. The projected carryover from FY 2022-23 will be the beginning fund balance for Fiscal Year 2023-24 and so forth.

City of Calabasas Landscape Act District Nos. 22, 24, 27, & 32				
Sources and Uses for FY 2023-24				
Expenses	<u>LLAD 22</u>	<u>LLAD 24</u>	<u>LLAD 27</u>	<u>LLAD 32</u>
Direct	\$2,519,752.48	\$188,059.60	\$247,400.00	\$65,000.00
Indirect	145,000.00	45,000.00	13,600.00	5,000.00
Subtotal Expenses	\$2,664,752.48	\$233,059.60	\$261,000.00	\$70,000.00
Sources				
Interest Contribution	\$3,000.00	\$0.00	\$0.00	\$27,591.20
General Benefit Contribution*	400,000.00	38,000.00	71,000.00	0.00
Subtotal Sources	\$403,000.00	\$38,000.00	\$71,000.00	\$27,591.20
Total of Expenses and Sources	\$3,067,752.48	\$271,059.60	\$332,000.00	\$97,591.20
General /Reserve				
General Fund Contribution	\$0.00	\$0.00	\$0.00	(\$2,213.24)
Reserve Fund Collection	1,376,290.37	47,782.12	145,624.05	0.00
Total	\$1,376,290.37	\$47,782.12	\$145,624.05	-\$2,213.24
Levy				
Benefit Assessment Fiscal Year 2023/24 Levy	3,638,042.85	242,841.72	335,624.05	40,195.56
Uses				
City Administration Costs (Salaries, Consultants, Incidental Costs, Etc.)	\$145,000.00	\$45,000.00	\$13,600.00	\$5,000.00
Utilities (Irrigation Water & Electrical to Power Irrigation Controllers)	850,000.00	40,000.00	5,500.00	20,000.00
Maintenance Contracts/Pest Control	1,119,752.48	141,059.60	206,900.00	45,000.00
Fire Break/Brush Clearance	550,000.00	7,000.00	35,000.00	0.00
Inerest	3,000.00	0.00	0.00	27,591.20
General Benefit Landscape Improvements	400,000.00	38,000.00	71,000.00	0.00
Total Uses	\$3,067,752.48	\$271,059.60	\$332,000.00	\$97,591.20
Funds				
Beginning Balance (Est.) June 30, 2023	\$1,962,454.70	\$0.00	\$96,407.88	\$0.00
Collection/Contribution	1,376,290.37	47,782.12	145,624.05	(2,213.24)
Ending Balance Carryover June 30, 2024	\$3,338,745.07	\$47,782.12	\$242,031.93	(\$2,213.24)

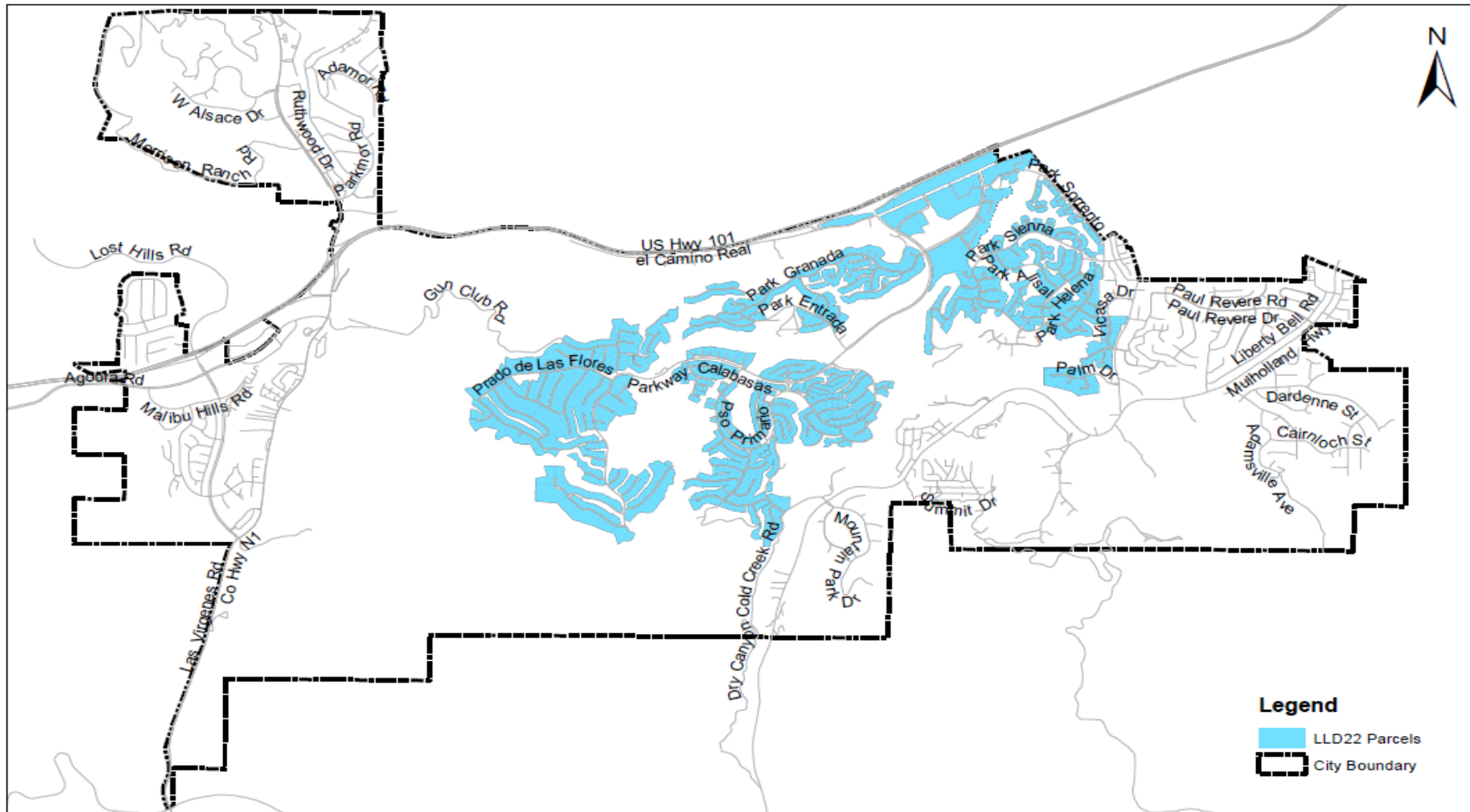
*General Benefit Contribution – funds the maintenance of general benefit landscape improvements.

Note: Any deficit will not be covered by the City of Calabasas, so General Contributions will include negative. Each Zone is required to stay within the means of the general contribution of that Zone.

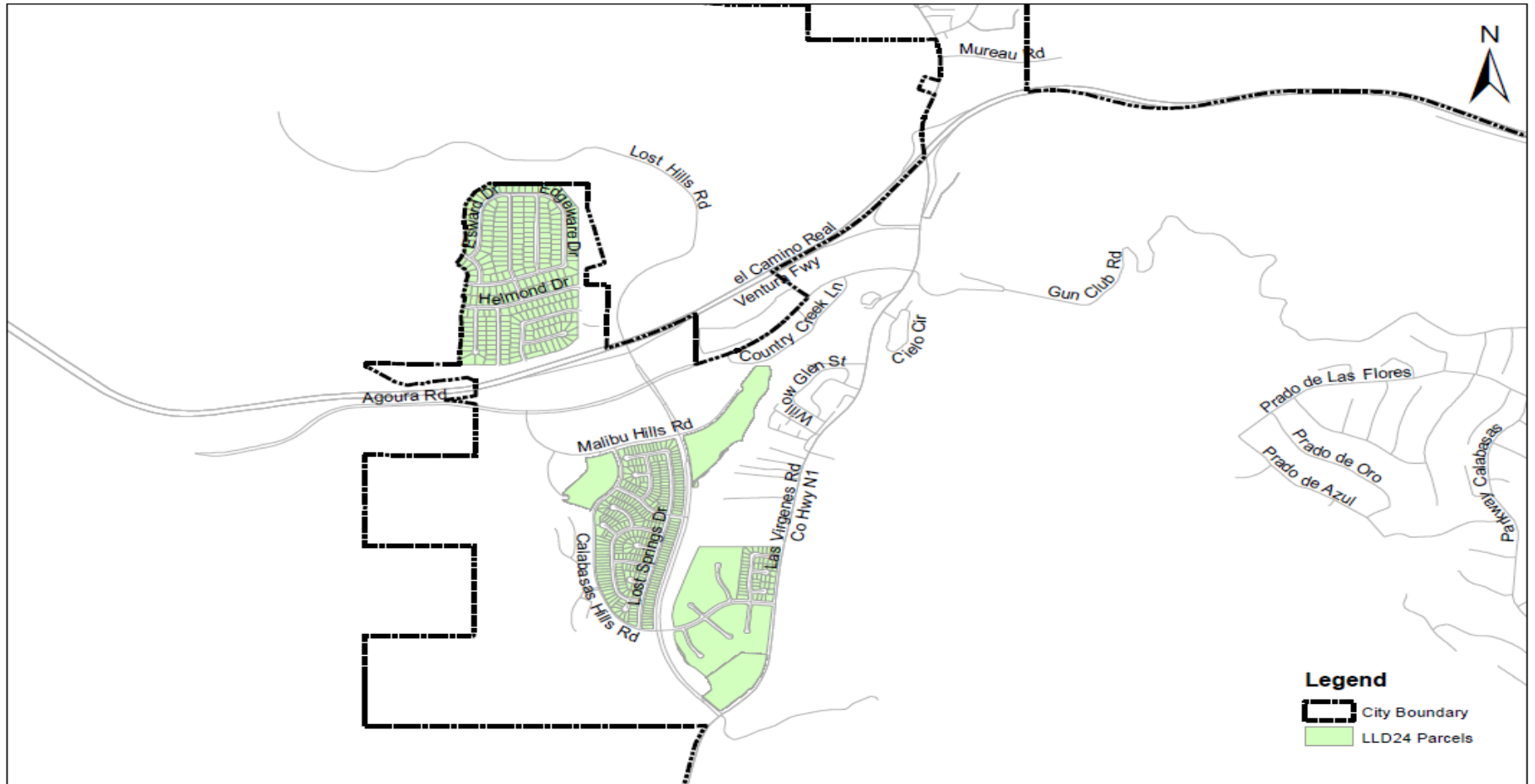
V. DISTRICT BOUNDARY MAPS

Reference is hereby made to the Assessor's Maps of the County of Los Angeles for an exact description of the lines and dimensions of each parcel within the Assessment District.

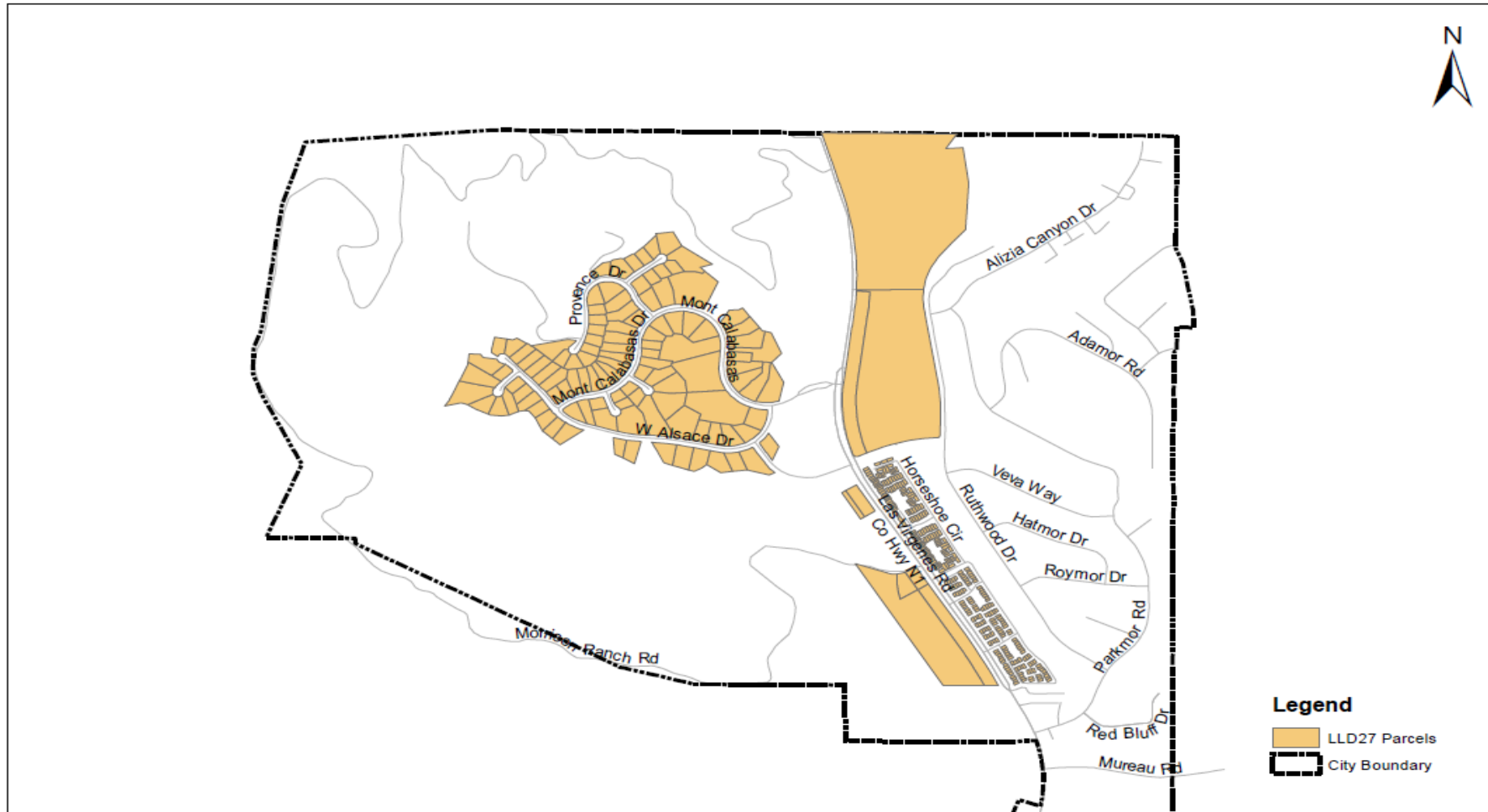
City of Calabasas Landscaping and Lighting District No. 22 Boundary Map



City of Calabasas Landscaping and Lighting District No. 24 Boundary Map



City of Calabasas Landscaping and Lighting District No. 27 Boundary Map



City of Calabasas Landscaping and Lighting District No. 32 Boundary Map

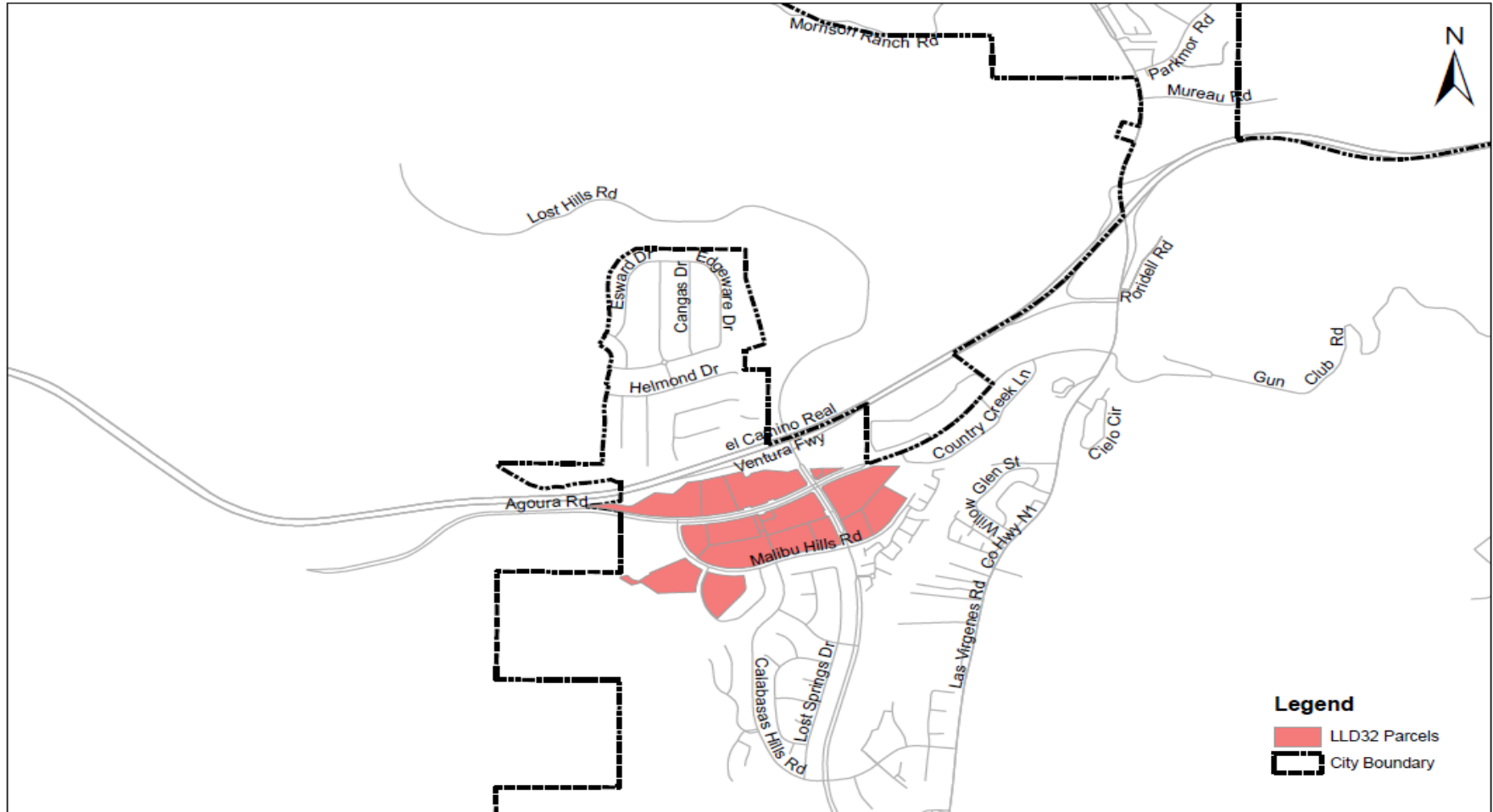


Exhibit A- 2023-24 ASSESSMENT ROLL

Parcel identification, for each lot or parcel within the District, shall be the parcel as shown on the Los Angeles County Assessor's map for the year in which this Report is prepared.

The land use classification for each parcel has been based on the Los Angeles County Assessor's Roll. A listing of parcels assessed within this District, along with the proposed assessment amounts, has been submitted to the City Clerk, under a separate cover, and by reference is made part of this Report.

Annexation of territory to an existing assessment district is provided by the 1972 Act, commencing with Section 22605. The 1972 Act further provides that an assessment district may consist of contiguous or non-contiguous areas. Annexation proceedings are limited to the territory proposed to be annexed. The history of annexations and detachments are listed above under the historical information section page 2.

Exhibit B- Maintenance Costs and Assessment by Zone

Landscape Lighting Act District No. 22

ZONE	FY 2023-24 Maintenance Cost & Benefit Assessment	Land Use	No. of Parcels	Assessment Units	No. of Acres	FY 2022-23 Assessment Rate (3.833% Increase) ⁽¹⁾	FY 2023-24 Assessment Rate (7.446% CPI Increase)	FY 2023-24 Maximum Assessment Rate (7.446% CPI Increase)	Per Parcel/ Acre
Bellagio	\$189,588.80	SFR	160	160		\$1,102.81	\$1,184.93	\$1,184.93	Parcel
Calabasas Country Estates	78,038.55	SFR	37	37		\$1,962.99	\$2,109.15	\$2,109.15	Parcel
Calabasas Hills	467,028.80	SFR	490	490		\$887.07	\$953.12	\$953.12	Parcel
Classic Calabasas Park	508,141.84	SFR	458	458		\$1,032.59	\$1,109.48	\$1,109.48	Parcel
Calabasas Park Estates	546,286.50	SFR	425	425		\$1,196.30	\$1,285.38	\$1,285.38	Parcel
Calabasas Rd Comm / Old Town	39,247.59	Commercial/ Vacant	70	389	97.38	\$375.11	\$403.04	\$403.04	Acre
Calabasas Rd Comm / Old Town	4,533.30	MFR	1	45		\$93.76	\$100.74	\$100.74	Parcel
Calabasas Rd Comm / Old Town	7,253.28	SFR	72	72		\$93.76	\$100.74	\$100.74	Parcel
Clairidge	162,529.95	SFR	33	33		\$4,583.84	\$4,925.15	\$4,925.15	Parcel
Las Villas	146,511.80	SFR	89	89		\$1,532.12	\$1,646.20	\$1,646.20	Parcel
Oak Creek	9,885.50	Condo	17	17		\$541.21	\$581.50	\$581.50	Parcel
Oak Park	224,251.68	Condo	268	268		\$778.77	\$836.76	\$836.76	Parcel
Palatino	114,374.40	SFR	120	120		\$887.07	\$953.12	\$953.12	Parcel
The Oaks of Calabasas	531,840.96	SFR	558	558		\$887.07	\$953.12	\$953.12	Parcel
Vista Pointe	381,003.21	SFR	189	189		\$1,876.19	\$2,015.89	\$2,015.89	Parcel
Westridge	227,526.69	SFR	111	111		\$1,907.74	\$2,049.79	\$2,049.79	Parcel
TOTAL	\$3,638,042.85		3,098	3,461	97.38				

NOTE: The maximum assessment rate is increased by the Consumer Price Index annually. District 22 is being charged at the maximum rate for FY 2023/24.

⁽¹⁾ The percentage for FY 2022-23 Assessment Rate Increase reflects an increase in assessment rate from the prior year.

Landscape Lighting Act District No. 24

ZONE	FY 2023-24 Maintenance Cost & Benefit Assessment	Land Use	No. of Parcels	Assessment Units	FY 2022-23 Assessment Rate (3.833% Increase) ⁽¹⁾	FY 2023-24 Assessment Rate (7.446% CPI Increase)	FY 2023-24 Maximum Assessment Rate (7.446% CPI Increase)
Deer Springs	\$53,736.00	Residential	300	300	\$166.71	\$179.12	\$179.12
Steeplechase	43,167.92	Residential	240	241	\$166.71	\$179.12	\$179.12
El Encanto	7,702.16	Residential	43	43	\$166.71	\$179.12	\$179.12
Avalon Bay	107,472.00	Residential	2	600	\$166.71	\$179.12	\$179.12
Lone Oak	8,597.76	Residential	48	48	\$166.71	\$179.12	\$179.12
Mira Monte (Tract 52150)	6,090.08	Residential	34	34	\$166.71	\$179.12	\$179.12
District 24 Subtotal	\$226,765.92		667	1,266			
Saratoga Ranch	\$2,560.22	Residential	43	43	\$55.41	\$59.54	\$59.54
Saratoga Hills	13,515.58	Residential	227	227	\$55.41	\$59.54	\$59.54
Saratogas Subtotal	\$16,075.80		270	270			
District Total	\$242,841.72		937	1,536			

Variance from budget due to rounding.

⁽¹⁾ The percentage for FY 2022-23 Assessment Rate Increase reflects an increase in assessment rate from the prior year.

NOTE: The maximum assessment rate is increased by the Consumer Price Index annually. District 24 is being charged at the maximum rate for FY 2023/24.

Landscape Lighting Act District No. 27

ZONE	FY 2023-24 Maintenance Cost & Benefit Assessment	No. of Parcels	FY 2022-23 Assessment Rate (3.833% Increase) ⁽¹⁾	FY 2023-24 Assessment Rate (7.446% CPI Increase)	FY 2023-24 Maximum Assessment Rate (7.446% CPI Increase)
Casden Malibu Canyon	\$401.85	3	\$124.67	\$133.95	\$133.95
Las Virgenes Park	19,288.80	144	\$124.67	\$133.95	\$133.95
Las Virgenes Village	21,699.90	162	\$124.67	\$133.95	\$133.95
Mont Calabasas	14,734.50	110	\$124.67	\$133.95	\$133.95
Total	\$56,125.05	419			
ZONE	FY 2023-24 Maintenance Cost & Benefit Assessment	No. of Parcels	FY 2022-23 Assessment Rate	FY 2023-24 Assessment Rate	FY 2023-24 Maximum Assessment Rate
Mont Calabasas HOA*	\$279,499.00	110	\$2,364.82	\$2,540.90	\$2,540.90
Total Mont Calabasas	\$279,499.00	110			
LLAD Total	\$335,624.05	419			

Variance from budget due to rounding.

⁽¹⁾ The percentage for FY 2022-23 Assessment Rate Increase reflects an increase in assessment rate from the prior year.

* Mont Calabasas HOA assessment rate was \$2,958.29 from FY2019-20 through FY2021-22. For FY2023-24, this rate reverted back to the previously approved maximum assessment from Fiscal Year 2018-19 with an increase in CPI over four years.

Note: The maximum assessment rate is increased by the Consumer Price Index annually. District 27 is being assessed at the maximum for Fiscal Year 2023/24.

Landscape Lighting Act District No. 32

ZONE	FY 2023-24 Maintenance Cost & Benefit Assessment	Land Use	No. of Parcels	FY 2022-23 Assessment Rate (3.833% CPI Increase)	FY 2023-24 Applied Assessment Rate (7.446% CPI Increase)	FY 2023-24 Maximum Assessment Rate (7.446% CPI Increase)
Single Parcels	\$35,729.44	Commercial	16	\$2,078.33	\$2,233.09	\$2,233.09
Parcel Splits	4,466.12	Commercial	4	\$1,039.15	\$1,116.53	\$1,116.53
TOTAL	\$40,195.56		20			

Variance from budget due to rounding.

(1) The percentage for FY 2022-23 Assessment Rate Increase reflects an increase in assessment rate from the prior year.

Note: The maximum assessment rate is increased by the Consumer Price Index annually. District 32 is being assessed at the maximum for Fiscal Year 2023/24.

Exhibit C- Assessment Rate History

Landscape Lighting Act District No. 22

Fiscal Year	Prop 218 Assessment Increases & Annual CPI Increase per Parcel	Bellagio	Calabasas County Estates	Calabasas Hills	Classic Calabasas Park	Calabasas Park Estates	Calabasas Ridge (Detached from District 11-12)	Cal Road Commercial/ Old Town Master Plan Area (Formed 1997-98)	Clairridge (Formed 1996-97)	Creekside (Detached from District 1997-98)
1995-1996		\$621.43	\$621.43	\$621.43	\$621.43	\$621.43	\$621.43		N/A	\$621.43
1996-1997		\$621.43	\$621.43	\$621.43	\$621.43	\$621.43	\$621.43		\$621.43	\$621.43
1997-1998		\$621.43	\$621.43	\$621.43	\$621.43	\$621.43	\$1,023.73	172.92 per acre	\$2,500.00	NAP
1998-1999		\$621.43	\$621.43	\$621.43	\$621.43	\$621.43	\$1,023.73	172.92 per acre	\$2,500.00	NAP
1999-2000		\$621.43	\$621.43	\$621.43	\$621.43	\$621.43	\$1,023.73	172.92 per acre	\$2,500.00	NAP
2000-2001		\$621.43	\$621.43	\$621.43	\$621.43	\$621.43	\$1,023.73	172.92 per acre	\$2,500.00	NAP
2001-2002	Prop 18-Majority Vote	Yes	Yes				Yes	No	Yes	
2001-2002	Final Assessments	\$772.56	\$764.03	\$621.43	\$621.43	\$621.43	\$1,948.37	Not Assessed	\$3,211.15	NAP
2002-2003	Prop 18-Majority Vote							Yes		
2002-2003	Final Assessments	\$772.56	\$764.03	\$621.43	\$621.43	\$621.43	\$1,948.37	262.76 per acre	\$3,211.15	NAP
2003-2004		\$772.56	\$764.03	\$621.43	\$621.43	\$621.43	\$1,948.37	262.76 per acre	\$3,211.15	NAP
2004-2005		\$772.56	\$764.03	\$621.43	\$621.43	\$621.43	\$1,948.37	262.76 per acre	\$3,211.15	NAP
2005-2006		\$772.56	\$764.03	\$621.43	\$621.43	\$621.43	\$1,948.37	262.76 per acre	\$3,211.15	NAP
2006-2007	Prop 18-Majority Vote									
2006-2007	Final Assessments	\$772.56	\$764.03	\$621.43	\$621.43	\$761.88	\$1,948.37	262.76 per acre	\$3,211.15	NAP
2007-2008	Prop 18-Majority Vote			No	No					
2007-2008	Prop 18-Majority Vote			No	No					
2007-2008	Final Asmts & CPI Increase for all Zones	\$805.48	\$1,031.87	\$647.91	\$647.91	\$794.35	\$2,031.40	273.96 per acre	\$3,348.00	NAP
2008-2009	Prop 18-Majority Vote		Yes		Yes	No				
2008-2009	Final Asmts & CPI Increase for all Zones	\$831.90	\$1,364.87	\$669.16	\$700.69	\$820.40	\$2,098.03	282.95 per acre	\$3,457.81	NAP
2009-2010	Prop 18-Majority Vote		No							
2009-2010	Final Asmts & CPI Increase for all Zones	\$861.27	\$1,413.05	\$692.78	\$725.42	\$849.36	\$2,172.09	292.94 per acre	\$3,579.87	NAP
2010-2011	Prop 18-Majority Vote	No	Yes							
2010-2011	Final Asmts for all Zones (no CPI increase)	\$861.27	\$1,533.05	\$692.78	\$725.42	\$849.36	\$2,172.09	292.94 per acre	\$3,579.87	NAP
2011-2012	Asmts for all Zones (no CPI increase)	\$861.27	\$1,533.05	\$692.78	\$725.42	\$849.36	\$2,172.09	292.94 per acre	\$3,579.87	NAP
2011-2012	Survey Ballot Ridge voted to be Removed from LLAD 22						NAP			
2012-2013	Asmts for all Zones (2.67% CSI increase)	\$884.27	\$1,573.98	\$711.28	\$744.79	\$872.04	NAP	\$300.76	\$3,675.45	NAP
2013-2014	Asmts for all Zones (2.03% CSI increase)	\$902.22	\$1,605.93	\$725.72	\$759.91	\$978.71	NAP	\$306.87	\$3,750.06	NAP
2013-2014	Prop 18-Majority Vote					Yes				
2014-2015	Asmts for all Zones (1.08% CSI increase)	\$911.97	\$1,623.28	\$733.56	\$795.00	\$989.29	NAP	\$310.19	\$3,790.57	NAP
2014-2015	Prop 18-Majority Vote				Yes					
2015-2016	Asmts for all Zones (1.35% CSI increase)	\$924.29	\$1,645.20	\$743.47	\$805.74	\$1,002.65	NAP	\$314.38	\$3,841.75	NAP
2016-2017	Asmts for all Zones (0.91% CPI increase)	\$932.70	\$1,660.17	\$750.24	\$813.07	\$1,011.77	NAP	\$317.24	\$3,876.71	NAP
2017-2018	Asmts for all Zones (1.89% CPI increase)	\$950.33	\$1,691.55	\$764.42	\$828.44	\$1,030.89	NAP	\$323.24	\$3,949.98	NAP
2018-2019	Asmts for all Zones (2.79% CPI increase)	\$976.84	\$1,738.74	\$785.75	\$851.55	\$1,059.65	NAP	\$332.25	\$4,060.18	NAP
2018-2019	Prop 18-Majority Vote				No					
2019-2020	Asmts for all Zones (3.81% CPI increase)	\$1,014.05	\$1,804.98	\$815.67	\$949.48	\$1,100.02	NAP	\$344.91	\$4,214.87	NAP
2019-2020	Prop 18-Majority Vote				Yes					
2020-2021	Asmts for all Zones (the applied assessment rates were not increased by CPI)	\$1,014.05	\$1,804.98	\$815.67	\$949.48	\$1,100.02	NAP	\$344.91	\$4,214.87	NAP
2021-2022	Asmts for all Zones (the applied assessment rates were not increased by CPI)	\$1,062.10	\$1,890.53	\$854.32	\$994.47	\$1,152.14	NAP	\$361.26	\$4,414.62	NAP
2022-2023	Asmts for all Zones (3.83% CPI increase)	\$1,102.81	\$1,962.99	\$887.07	\$1,032.59	\$1,196.30	NAP	\$375.11	\$4,583.84	NAP
2023-2024	Asmts for all Zones (7.44% CPI increase)	\$1,184.93	\$2,109.15	\$953.12	\$1,109.48	\$1,285.38	NAP	\$403.04	\$4,925.15	NAP

Variance from budget due to rounding.

Landscape Lighting Act District No. 22

Fiscal Year	Prop 218 Assessment Increases & Annual CPI Increase per Parcel	Las Villas	Oak Creek	Oak Park	Palatino	Park Sorrento (Detached from District 2009-10)	The Oaks of Calabasas	The Oaks II (Vacant Land Asmt per acre)	Vista Pointe	Westridge
1995-1996		\$621.43	\$621.43	\$621.43	\$621.43	\$621.43	\$621.43	N/A	\$621.43	\$621.43
1996-1997		\$621.43	\$621.43	\$621.43	\$621.43	\$621.43	\$621.43	N/A	\$621.43	\$621.43
1997-1998		\$621.43	\$379.12	\$545.54	\$621.43	\$362.78	\$621.43	\$19.15	\$621.43	\$621.43
1998-1999		\$621.43	\$379.12	\$545.54	\$621.43	\$362.78	\$621.43	\$19.15	\$621.43	\$621.43
1999-2000		\$621.43	\$379.12	\$545.54	\$621.43	\$362.78	\$621.43	\$19.15	\$621.43	\$621.43
2000-2001		\$621.43	\$379.12	\$545.54	\$621.43	\$362.78	\$621.43	\$19.15	\$621.43	\$621.43
2001-2002	Prop 18-Majority Vote								Yes	Yes
2001-2002	Final Assessments	\$621.43	\$379.12	\$545.54	\$621.43	\$362.78	\$621.43	\$19.15	\$1,314.35	\$779.26
2002-2003	Prop 18-Majority Vote									
2002-2003	Final Assessments	\$621.43	\$379.12	\$545.54	\$621.43	\$362.78	\$621.43	\$19.15	\$1,314.35	\$779.26
2003-2004		\$621.43	\$379.12	\$545.54	\$621.43	\$362.78	\$621.43	\$19.15	\$1,314.35	\$779.26
2004-2005		\$621.43	\$379.12	\$545.54	\$621.43	\$362.78	\$621.43	\$19.15	\$1,314.35	\$779.26
2005-2006		\$621.43	\$379.12	\$545.54	\$621.43	\$362.78	\$621.43	\$19.15	\$1,314.35	\$779.26
2006-2007	Prop 18-Majority Vote	Yes							No	
2006-2007	Final Assessments	\$1,073.31	\$379.12	\$545.54	\$621.43	\$362.78	\$621.43	\$19.15	\$1,314.35	\$779.26
2007-2008	Prop 18-Majority Vote									
2007-2008	Prop 18-Majority Vote									
2007-2008	Final Asmts & CPI Inrease for all Zones	\$1,118.05	\$395.80	\$588.79	\$647.91	\$378.24	\$647.91	N/A All land developed-The Oaks	\$1,370.36	\$812.47
2008-2009	Prop 18-Majority Vote						No			Yes
2008-2009	Final Asmts & CPI Inrease for all Zones	\$155.75	\$408.25	\$587.45	\$669.18	\$390.65	\$669.16		\$1,415.31	\$1,439.12
2009-2010	Prop 18-Majority Vote									
2009-2010	Final Asmts & CPI Inrease for all Zones	\$1,196.55	\$422.66	\$608.19	\$692.78	NAP	\$692.78		\$1,465.27	\$1,439.12
2010-2011	Prop 18-Majority Vote									
2010-2011	Final Asmts for all Zones (no CPI increase)	\$1,196.55	\$422.66	\$608.19	\$692.78	NAP	\$692.78		\$1,465.27	\$1,439.12
2011-2012	Asmts for all Zones (no CPI increase)	\$1,196.55	\$422.66	\$608.19	\$692.78	NAP	\$692.78		\$1,465.27	\$1,439.12
2011-2012	Survey Ballot Ridge voted to be Removed from LLAD 22									
2012-2013	Asmts for all Zones (2.67% CSI increase)	\$1,228.50	\$433.95	\$624.43	\$711.28	NAP	\$711.28		\$1,504.39	\$1,529.70
2013-2014	Asmts for all Zones (2.03% CSI increase)	\$1,253.44	\$442.76	\$637.11	\$725.72	NAP	\$725.72		\$1,534.93	\$1,560.75
2013-2014	Prop 18-Majority Vote									
2014-2015	Asmts for all Zones (1.08% CSI increase)	\$1,266.98	\$447.55	\$644.00	\$733.56	NAP	\$733.56		\$1,551.51	\$1,577.61
2014-2015	Prop 18-Majority Vote									
2015-2016	Asmts for all Zones (1.35% CSI increase)	\$1,284.09	\$453.60	\$652.70	\$743.47	NAP	\$743.70		\$1,572.46	\$1,598.91
2016-2017	Asmts for all Zones (0.91% CPI increase)	\$1,295.78	\$457.73	\$658.64	\$750.24	NAP	\$750.24		\$1,586.77	\$1,613.46
2017-2018	Asmts for all Zones (1.89% CPI increase)	\$1,320.27	\$466.38	\$671.09	\$764.42	NAP	\$764.42		\$1,616.76	\$1,643.95
2018-2019	Asmts for all Zones (2.79% CPI increase)	\$1,357.11	\$479.39	\$689.81	\$785.75	NAP	\$785.75		\$1,661.87	\$1,689.82
2018-2019	Prop 18-Majority Vote									
2019-2020	Asmts for all Zones (3.81% CPI increase)	\$1,408.80	\$497.65	\$716.09	\$815.67	NAP	\$815.67		\$1,725.17	\$1,754.19
2019-2020	Prop 18-Majority Vote									
2020-2021	Asmts for all Zones (the applied assessment rates were not increased by CPI)	\$1,408.80	\$497.65	\$716.09	\$815.67	NAP	\$815.67		\$1,725.17	\$1,754.19
2021-2022	Asmts for all Zones (the applied assessment rates were not increased by CPI)	\$1,475.56	\$521.23	\$750.02	\$854.32	NAP	\$854.32		\$1,806.93	\$1,837.32
2022-2023	Asmts for all Zones (3.83% CPI increase)	\$1,532.12	\$541.21	\$778.77	\$887.07	NAP	\$887.07		\$1,876.19	\$1,907.74
2023-2024	Asmts for all Zones (7.44% CPI increase)	\$1,646.20	\$581.50	\$836.76	\$953.12	NAP	\$953.12		\$2,015.89	\$2,049.79



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: JUNE 15, 2023

TO: HONORABLE MAYOR AND COUNCILMEMBERS

**FROM: PHILIP LANZAFAME, INTERIM PUBLIC WORKS DIRECTOR
TATIANA HOLDEN, P.E., DEPUTY PUBLIC WORKS DIRECTOR**

SUBJECT: RECOMMENDATION TO AWARD CONSTRUCTION CONTRACT FOR THE CITYWIDE GREEN STREET PROJECT, PHASE I, SPECIFICATION NO. 22-23-04, TO GMZ ENGINEERING INC. IN THE AMOUNT NOT TO EXCEED \$4,627,435.00 AND TO ADOPT RESOLUTION NO. 2023-1854 DIRECTING THE TRANSFER OF \$473,970 FROM THE AB 939 FUND AND TO DIRECT THE TRASFER OF \$473,970 FROM THE MEASURE W FUND TO THE PROJECT ACCOUNT

**MEETING
DATE: JUNE 28, 2023**

SUMMARY RECOMMENDATION:

Staff recommends that City Council award the construction contract for the Citywide Green Street Project, Phase I, Specification No. 22-23-04, to GMZ Engineering Inc. for the amount of \$4,858,806.75. The maximum guaranteed price includes the original bid amount of \$4,627,435.00 and a 5% additional allowance for unexpected site conditions.

Staff further recommends appropriations of \$200,000.00 to cover costs associated with material testing and special inspections for this project.

Staff also recommends that the City Council adopt Resolution No. 2023-1854 directing the transfer of \$473,970 from the AB 939 fund to the project account.

Finally, staff recommends that the City Council direct the transfer of \$473,970 from the Measure W fund to the project account.

BACKGROUND:

A Green Street is a stormwater management approach that incorporates vegetation, soil, and engineered systems (e.g., permeable pavements) to slow, filter, and cleanse stormwater runoff from impervious surfaces. Green streets are designed to capture rainwater at its source, where rain falls.

Public Works engineering staff has been working on Green Street design for several locations throughout the City. The first Green Street project was constructed on Malibu Hills Road in 2018.

The Citywide Green Street project was designed for three locations: Las Virgenes Road north of Mont Calabastas Drive, Mureau Road east of the intersection with Las Virgenes Road, and Calabastas Road within the CAR Zone.

The Project outcomes include:

- Capturing, Treatment, and Infiltration of Stormwater Runoff;
- Mitigation of Local Flooding;
- Improved Trail and Emergency Vehicle Access;
- Improved Parking Space to Local Residents and Hikers;
- Enhanced Pedestrian Safety;
- Improved Aesthetics by Utilizing Green Street Elements and Cleaner Road;
- Elimination of mudflows and washouts to the street from unpaved shoulder and adjacent slopes.

DISCUSSION/ANALYSIS:

The project was advertised for bidding on April 26, 2023, with Bid Opening scheduled for June 8, 2023. The bid was advertised on the City website and distributed to six Plan Rooms, which have from 500,000 to 1,000,000+ construction professional subscribers. Five local constitution companies purchased a bid package (see Attachment A). One bid was submitted for this project and received by the City Clerk’s Department. The bid amounts for three project locations are listed below:

1	Las Virgenes Road	\$ 5,044,935
2	Mureau Road	\$ 529,940
3	Calabastas Road	\$ 892,325

The bid from GMZ Engineering Inc. (GMZ) was evaluated by the City’s staff based on the bid amount and bidder’s background in constructing similar projects.

GMZ Engineering, Inc. has been licensed for over twenty-five years. Its classifications include: general engineering contractor; general building contractor; electrical contractor and other classifications. GMZ Engineering, Inc. recently completed the Old Town Sidewalk Replacement Project and is currently working on the Old Topanga Canyon Road/Mulholland Hwy Improvements project.

Since GMZ Engineering, Inc. was the only bid received for the project, staff negotiated unit prices for several bid items. After evaluation, GMZ revised the bid for Las Virgenes Road location to \$4,627,435.00 (see Attachment B).

Even after price negotiations, the bid put forth exceeded the engineer's cost estimate and the funding secured for the project. A majority of this increase was a result of high cost of traffic control due to the project locations, traffic and parking patterns and significantly higher than estimated concrete unit prices.

Staff considered eliminating two out of three project locations with consideration of the project budget. Staff prioritized the locations and suggested granting top priority to Las Virgenes Road. As part of the funding plan, Staff has proposed to remove Mureau Road and Calabasas Road improvements from this project and seek a grant for future construction of improvements at these two locations.

Las Virgenes Road improvements include construction of a 6ft wide vegetated swale that is approximately 2,100ft long on the shoulder located on the West side of the road. The swale will serve as a pretreatment Best Management Practices (BMPs), that will capture and treat surface flows from the street. The swale will slow down flow velocities and allow for gradual infiltration through the soil media. The overflow of treated flows will be discharged into the detention basin by Mont Calabasas Rd. The city will also be incorporating a multipurpose trail that will begin by Mont Calabasas Rd and end at the connection for the Las Virgenes trail on the northern end of the street. Having the trail will provide a safe path for pedestrians. Since the area is currently unpaved, the City will add permeable pavement for parallel and double row parking areas. This would provide approximately 100 parking spots.

To fully fund the scaled back project, staff also recommends using additional sources of eligible funding to cover the shortfall. The project, which reduces the amount of waste taken to landfill, is eligible for AB 939 funding. By eliminating mudflows and washouts to the street from the unpaved shoulder and adjacent slopes, and thereby eliminating the need for it to be collected by street sweeping and taken to landfill, the project contributes to AB 939's goal. Staff recommends sharing any funding shortfall equally between the AB 939 fund money and available Measure W – Safe Clear Water funds to cover the costs.

An Environmental Information form was filed with Department of Water Resources and California Department of Forestry and Fire Protection for the project.

FISCAL IMPACT/SOURCE OF FUNDING:

The Citywide Green Street Project is funded by Measure M and Prop 1 Round 1 funds in the amounts of \$3.5M and \$536,336K respectfully. The current AB 939 fund balance allows \$473,970 to be transferred to the project. The current Measure W – Safe Clear Water fund balance allows \$473,970 to be transferred to the project. Account No. 40-319-6503-37 is used to track all costs associated with the project. The requested funds should be appropriated to this account and the budget adjusted accordingly.

REQUESTED ACTION:

Staff recommends that City Council award the construction contract for the Citywide Green Street Project, Phase I, Specification No. 22-23-04, to GMZ Engineering Inc. for the amount of \$4,858,806.75. The maximum guaranteed price includes the original bid amount of \$4,627,435.00 and a 5% additional allowance for unexpected site conditions.

Staff further recommends appropriations of \$200,000.00 to cover costs associated with material testing and special inspections for this project.

Staff also recommends that the City Council adopt Resolution No. 2023-1854 directing the transfer of \$473,970 from the AB 939 fund to the project account.

Finally, staff recommends that the City Council direct the transfer of \$473,970 from the Measure W fund to the project account.

ATTACHMENTS:

Attachment A – Bid Holder List

Attachment B – Bid Results

Attachment C – Articles of Agreement with GMZ Engineering Inc.

Attachment D – GMZ Engineering Inc. Revised Bid

Attachment E – Resolution No. 2023-1854 with Exhibit A

CITY OF CALABASAS - BID HOLDER/DOCUMENT LIST

PROJECT NO.	SPECIFICATION NO. 22-23-04	BID OPENING DATE	06-01-23 @ 2:00 P.M.	PAGE 1 OF 2
PROJECT NAME	CITY-WIDE GREEN STREET PROJECT PHASE I	PICK-UP PRICE	\$100.00	PHONE (818) 224-1600 FAX (818) 225-7338
PROJECT MANAGER, COMPANY NAME & ADDRESS	TATIANA HOLDEN & ANNA HARTOUNIAN, PROJECT MANAGER CITY OF CALABASAS 100 CIVIC CENTER WAY, CALABASAS, CA 91302	MAILED PRICE	\$110.00	

PLEASE PRINT CLEARLY & INCLUDE ALL INFORMATION REQUESTED BELOW WHEN SELLING PLANS & SPECS:

	PERSON'S INITIALS	ISSUED	PAID	FIRM/BUSINESS NAME	CITY AND ZIP	AREA CODE	AREA CODE	IF ADDENDA ISSUED, PLEASE CHECK APPROPRIATE BOX												
								1	2	3	4	5	6	7	8	9	10			
1	NA		NA	TATIANA HOLDEN, PW DEPUTY DIRECTOR LUIS HERNANEZ, SENIOR INSPECTOR ANNA HARTOUNIAN, ASSOCIATE CIVIL ENGINEER	CITY OF CALABASAS 100 CIVIC CENTER WAY CALABASAS, CA 91302	818.224.1600		<u>1</u> ✓												
EMAIL	NA		NA	F.W. DODGE/MCGRAW HILL One Team Pro Services (THEY WILL SEND 2 ND SET TO VENTURA OFFICE) proservices@construction.com	1333 S. MAYFLOWER 3 RD FLOOR MONROVIA, CA 91016	(855) 805-2560		<u>1</u> ✓												
EMAIL	NA		NA	CONSTRUCTION MARKET DATA (CMD) mmathis@cmdgroup.com	30 TECHNOLOGY PKWY SOUTH, STE 100 NORCROSS, GA 30092-2912	800.424.3996	800.303.8629	<u>1</u> ✓												
EMAIL	NA		NA	VENTURA COUNTY CONTRACTORS' ASSOCIATION PLAN ROOM daylean@vccainc.com	ATTENTION: CHRISTINA 1830 LOCKWOOD SUITE #110 OXNARD, CA 93030	805.981.8088	805.981.8089	<u>1</u> ✓												
EMAIL	NA		NA	WAYNE CAMERON BIDAMERICA planroom@bidamerica.com	41085 ELM STREET MURRIETA, CA 92562	951.677.4819	951.677.4814	<u>1</u> ✓												
EMAIL	NA		NA	CONSTRUCTION BID BOARD planroom@ebidboard.com	4420 HOTEL CIRCLE COURT SUITE 215 SAN DIEGO, CA 92108	800.479.5314, X 6591	619.688.0585	<u>1</u> ✓												
EMAIL	NA		NA	Construct Connect Contact: Andy Anderson content@constructconnect.com	The Rookwood Exchange 3825 Edwards Rd., Suite 800 Cincinnati, Ohio 45209	800.364.2059, X. 8104	866.570.8187	<u>1</u> ✓												

**RECEIVED BID LIST
CIP 22-23-04**

PROJECT TITLE: City-Wide Green Street Project Phase I

CONTACT: Tatiana Holden

BID OPENING DATE: June 8, 2023

CONTRACTOR	AMOUNT (BASE BID)	AMOUNT (ALTERNATE)	BID BOND/ CASHIERS	CHECK ACKNOWLEDGED ADDENDUMS
GMZ Engineering, Inc	6,467,200.00	X	Yes	Yes

COMMENTS:

NAME: MARICELA HERNANDEZ

TITLE: CITY CLERK

DATE: June 8, 2023

TIME: 2:05 P.M.

ARTICLES OF AGREEMENT

CITY-WIDE GREEN STREET PROJECT PHASE I SPECIFICATION NO. 22-23-04, AGREEMENT IN THE CITY OF CALABASAS, CALIFORNIA

THIS CITY-WIDE GREEN STREET PROJECT PHASE I SPECIFICATION NO. 22-23-04, AGREEMENT (“AGREEMENT”) is made and entered into for the above-stated project this 28th day of June, 2023, BY AND BETWEEN the City of Calabasas, a municipal corporation, hereafter designated as “AGENCY”, and GMZ Engineering, Inc, a California Corporation, hereafter designated as “CONTRACTOR.”

WITNESSETH that AGENCY and CONTRACTOR have mutually agreed as follows:

ARTICLE I: Contract Documents

The contract documents for the CITY-WIDE GREEN STREET PROJECT PHASE I, SPECIFICATION NO. 22-23-04, shall consist of the Notice Inviting Sealed Bids, Instructions To Bidders, Bid Proposal, Bid Schedule, Standard Specifications, Special Provisions, and all referenced specifications, details, standard drawings, and appendices; together with two signed copies of the AGREEMENT, two signed copies of required bonds; one copy of the insurance certificates, permits, notices, and affidavits; and also including any and all addenda or supplemental agreements clarifying, amending, or extending the work contemplated as may be required to ensure its completion in an acceptable manner (collectively referred to herein as the “Contract Documents”). All of the provisions of the Contract Documents are made a part hereof as though fully set forth herein.

ARTICLE II: Scope of Work

For and in consideration of the payments and agreements to be made and performed by AGENCY, CONTRACTOR agrees to furnish all materials and equipment and perform all work required for the above-stated project, and to fulfill all other obligations as set forth in the aforesaid Contract Documents.

AGENCY hereby employs CONTRACTOR to provide the materials, do the work, and fulfill the obligations according to the terms and conditions herein contained and referred to, for the prices provided herein, and hereby contracts to pay the same at the time, in the manner, and upon the conditions set forth in this AGREEMENT.

In entering into a public works contract or a subcontract to supply goods, services, or materials pursuant to this AGREEMENT, CONTRACTOR offers and agrees to assign to the AGENCY all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act (Chapter 2 (Section 16700, et seq.) of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, services, or materials pursuant to the public works contract or the subcontract. This assignment shall be made

and become effective at the time the awarding body tenders final payment to CONTRACTOR, without further acknowledgment by the parties.

ARTICLE III: Compensation

A. CONTRACTOR agrees to receive and accept the prices set forth in the Bid Proposal and Bid Schedule as full compensation for furnishing all materials, performing all work, and fulfilling all obligations hereunder. In no event shall the total compensation and costs payable to CONTRACTOR under this Agreement exceed the sum of **Four Million Six Hundred and Twenty-Seven Thousand Four Hundred and Thirty-Five Dollars (\$4,627,435.00)** unless specifically approved in advance and in writing by AGENCY.

Such compensation shall cover all expenses, losses, damages, and consequences arising out of the nature of the work during its progress or prior to its acceptance including those for well and faithfully completing the work and the whole thereof in the manner and time specified in the aforesaid Contract Documents; and also including those arising from actions of the elements, unforeseen difficulties or obstructions encountered in the prosecution of the work, suspension or discontinuance of the work, and all other unknowns or risks of any description connected with the work.

B. This AGREEMENT is subject to the provisions of Article 1.7 (commencing at Section 20104.50) of Division 2, Part 3 of the Public Contract Code regarding prompt payment of CONTRACTORS by local governments. Article 1.7 mandates certain procedures for the payment of undisputed and properly submitted payment requests within 30 days after receipt, for the review of payment requests, for notice to CONTRACTOR of improper payment requests, and provides for the payment of interest on progress payment requests which are not timely made in accordance with that Article. This AGREEMENT hereby incorporates the provisions of Article 1.7 as though fully set forth herein.

C. At the request and expense of CONTRACTOR, securities equivalent to the amount withheld shall be deposited with AGENCY, or with a state or federally chartered bank in this state as the escrow agent, who shall then pay those moneys to CONTRACTOR upon AGENCY's confirmation of CONTRACTOR'S satisfactory completion of this AGREEMENT. At any time during the term of this AGREEMENT CONTRACTOR may, at its own expense, substitute securities for funds otherwise withheld as retention (or the retained percentage) in accordance with Public Contract Code § 22300.

ARTICLE IV: Labor Code

AGENCY and CONTRACTOR acknowledge that this AGREEMENT is subject to the provisions of Division 2, Part 7, Chapter 1 (commencing with Section 1720) of the California Labor Code relating to public works and public agencies and agree to be bound by all the provisions thereof as though set forth fully herein. Full compensation for conforming to the requirements of the Labor Code and with other Federal, State and local laws related to labor, and rules, regulations and

Item 6 Attachment C

ordinances which apply to any work performed pursuant to this AGREEMENT is included in the price for all contract items of work involved.

This AGREEMENT is further subject to prevailing wage law, including, but not limited to, the following:

A. The CONTRACTOR shall pay the prevailing wage rates for all work performed under the AGREEMENT. When any craft or classification is omitted from the general prevailing wage determinations, the CONTRACTOR shall pay the wage rate of the craft or classification most closely related to the omitted classification. The CONTRACTOR shall forfeit as a penalty to AGENCY \$200.00 or any greater penalty provided in the Labor Code for each Calendar Day, or portion thereof, for each worker paid less than the prevailing wage rates for any work done under the AGREEMENT in violation of the provisions of the Labor Code whether such worker is employed in the execution of the work by CONTRACTOR or by any Subcontractor under CONTRACTOR. In addition, CONTRACTOR shall pay each worker the difference between such prevailing wage rates and the amount paid to each worker for each Calendar Day, or portion thereof, for which each worker was paid less than the prevailing wage rate.

B. CONTRACTOR shall comply with the provisions of Labor Code Section 1777.5 concerning the employment of apprentices on public works projects, and further agrees that CONTRACTOR is responsible for compliance with Section 1777.5 by all of its subcontractors.

C. Pursuant to Labor Code § 1725.5, CONTRACTOR and any subcontractor must be registered with the California Department of Industrial Relations for any bid proposal submitted on or after March 1, 2015, and for any contract for public work entered into on or after April 1, 2015. Further, this project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

D. Pursuant to Labor Code § 1776, CONTRACTOR and any subcontractor shall keep accurate payroll records, showing the name, address, social security number, work classification, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by him or her in connection with this AGREEMENT. Each payroll record shall contain or be verified by a written declaration that it is made under penalty of perjury, stating both of the following: (1) The information contained in the payroll record is true and correct; and (2) The employer has complied with the requirements of Labor Code §§ 1811, and 1815 for any work performed by his or her employees on the public works project. The payroll records enumerated under subdivision (a) shall be certified and shall be available for inspection at all reasonable hours as required by Labor Code § 1776.

E. This AGREEMENT is further subject to 8-hour work day and wage and hour penalty law, including, but not limited to, Labor Code Sections 1810 and 1813, as well as California nondiscrimination laws, as follows:

CONTRACTOR shall strictly adhere to the provisions of the Labor Code regarding the 8-hour day and the 40-hour week, overtime, Saturday, Sunday and holiday work and nondiscrimination on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex or sexual orientation, except as provided in Section 12940 of the Government Code. Pursuant to the provisions of the Labor Code, eight hours' labor shall constitute a legal day's work. Work performed by CONTRACTOR's employees in excess of eight

Item 6 Attachment C

hours per day, and 40 hours during any one week, must include compensation for all hours worked in excess of eight hours per day, or 40 hours during any one week, at not less than one and one-half times the basic rate of pay. CONTRACTOR shall forfeit as a penalty to AGENCY \$25.00 or any greater penalty set forth in the Labor Code for each worker employed in the execution of the work by CONTRACTOR or by any Subcontractor of CONTRACTOR, for each Calendar Day during which such worker is required or permitted to the work more than eight hours in one Calendar Day or more than 40 hours in any one calendar week in violation of the Labor Code.

F. This AGREEMENT is subject to Public Contract Code Section 6109: CONTRACTOR shall be prohibited from performing work on this project with a subcontractor who is ineligible to perform work on the project pursuant to Sections 1777.1 or 1777.7 of the Labor Code.

ARTICLE V: Work Site Conditions

A. In compliance with and pursuant to Government Code Section 4215, AGENCY shall assume the responsibility, as between the parties to this AGREEMENT, for the timely removal, relocation, or protection of existing main- or trunk-line utility facilities located on the site of any construction project that is a subject of this AGREEMENT, if such utilities are not identified by AGENCY in the plans and specifications made a part of the invitation for bids. The Contract Documents shall include provisions to compensate CONTRACTOR for the costs of locating, repairing damage not due to the failure of CONTRACTOR to exercise reasonable care, and removing or relocating such utility facilities not indicated in the plans and specifications with reasonable accuracy, and for equipment on the project necessarily idled during such work. CONTRACTOR shall not be assessed liquidated damages for delay in completion of the project, when such delay was caused by the failure of AGENCY or the owner of a utility to provide for removal or relocation of such utility facilities.

B. To the extent that the work requires trenches in excess of five feet (5') and is estimated to cost more than \$25,000, prior to any excavation, CONTRACTOR must provide the AGENCY, or a registered civil or structural engineer employed by the AGENCY to whom authority has been delegated to accept such plans, a detailed plan showing the design of shoring, bracing, sloping, or other provisions to be made for worker protection from the hazard of caving ground during the excavation of such trench or trenches. If such plan varies from the shoring system standards, the plan shall be prepared by a registered civil or structural engineer. Nothing in this section shall be deemed to allow the use of a shoring, sloping, or protective system less effective than that required by the Construction Safety Orders.

C. This AGREEMENT is further subject to Public Contract Code Section 7104 with regard to any trenches deeper than four feet (4') involved in the proposed work as follows:

CONTRACTOR shall promptly, and before the following conditions are disturbed, notify AGENCY, in writing, of any:

- (1) Material that CONTRACTOR believes may be hazardous waste, as defined in Section 25117 of the Health and Safety Code, which is required to be removed to a Class I, Class II, or Class III disposal site in accordance with existing law.

Item 6 Attachment C

- (2) Subsurface or latent physical conditions at the site differing from those indicated by all available information provided prior to the deadline for submission of bids.
- (3) Unknown physical conditions at the site of any unusual nature, different materially from those ordinarily encountered and generally recognized as inherent in work of the character provided for in the contract.

AGENCY shall promptly investigate the conditions, and if it finds that the conditions do materially so differ, or involve hazardous waste, and cause a decrease or increase in CONTRACTOR's cost of, or the time required for, performance of any part of the work, AGENCY shall issue a change order under the procedures described in this AGREEMENT.

In the event that a dispute arises between AGENCY and CONTRACTOR whether the conditions materially differ, or involve hazardous waste, or cause a decrease or increase in CONTRACTOR's cost of, or time required for, performance of any part of the work, CONTRACTOR shall not be excused from any scheduled completion date provided in the AGREEMENT, but shall proceed with all work to be performed under the AGREEMENT. CONTRACTOR shall retain any and all rights provided either by contract or by law which pertain to the resolution of disputes and protests between the contracting parties.

ARTICLE VI: Insurance

A. With respect to performance of work under this AGREEMENT, CONTRACTOR shall maintain, and shall require all of its subcontractors to maintain, insurance as required by Section E "Standard Specifications" of the Contract Documents.

B. This AGREEMENT is further subject to Workers' Compensation obligations, including, but not limited to, California Labor Code Sections 1860 and 1861 as follows:

CONTRACTOR shall take out and maintain, during the life of this contract, Worker's Compensation Insurance for all of CONTRACTOR's employees employed at the site of improvement; and, if any work is sublet, CONTRACTOR shall require the subcontractor similarly to provide Worker's Compensation Insurance for all of the latter's employees, unless such employees are covered by the protection afforded by CONTRACTOR. CONTRACTOR and any of CONTRACTOR's subcontractors shall be required to provide AGENCY with a written statement acknowledging its obligation to secure payment of Worker's Compensation Insurance as required by Labor Code § 1861; to wit: 'I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.' If any class of employees engaged in work under this AGREEMENT at the site of the Project is not protected under any Worker's Compensation law, CONTRACTOR shall provide and shall cause each subcontractor to provide adequate insurance for the protection of employees not otherwise protected. CONTRACTOR shall indemnify and hold harmless AGENCY for any damage resulting from failure of either CONTRACTOR or any subcontractor to take out or maintain such insurance.

ARTICLE VII: Indemnification

To the fullest extent permitted by law, CONTRACTOR shall, at its sole cost and expense, fully defend, indemnify and hold harmless AGENCY, its authorized representatives and their respective subsidiaries, affiliates, members, directors, officers, employees and agents (collectively, the “Indemnitees”) from and against any and all claims, actions, demands, costs, judgments, liens, penalties, liabilities, damages, losses, and expenses, including but not limited to any fees of accountants, attorneys or other professionals (collectively “Liabilities”), arising out of, in connection with, resulting from or related to, any act, omission, fault or negligence of CONTRACTOR, CONTRACTOR’s Representative, or any of its officers, agents, employees, Subcontractors or Suppliers, or any person or organization directly or indirectly employed by any of them (Collectively, the “Indemnitors”), in connection with or relating to or claimed to be in connection with or relating to the work performed under this AGREEMENT.

If CONTRACTOR is a joint venture or partnership, each venturer or partner shall be jointly and severally liable for any and all of the duties and obligations of CONTRACTOR that are assumed under or arise out of this AGREEMENT. Each of such venturers or partners waives notice of the breach or non-performance of any undertaking or obligation of CONTRACTOR contained in, resulting from or assumed under this AGREEMENT, and the failure to give any such notice shall not affect or impair such venturer’s or partner’s joint and several liability hereunder.

ARTICLE VIII: Binding Effect

AGENCY and CONTRACTOR each binds itself, its partners, successors, assigns, and legal representatives to the other party hereto and to its partners, successors, assigns, and legal representatives in respect of all covenants, agreements, and obligations contained in the Contract Documents. This AGREEMENT is not assignable nor the performance of either party’s duties delegable without the prior written consent of the other party. Any attempted or purported assignment or delegation of any of the rights of obligations of either party without the prior written consent of the other shall be void and of no force and effect.

ARTICLE IX: Dispute Resolution

A. Any court action arising out of this AGREEMENT shall be filed in the Los Angeles County Superior Court. Any alternative dispute resolution proceeding arising out of this AGREEMENT shall be heard in the County of Los Angeles.

B. AGENCY shall have full authority to compromise or otherwise settle any claim relating to this AGREEMENT or any part hereof at any time. AGENCY shall provide timely notification to CONTRACTOR of the receipt of any third-party claim relating to this AGREEMENT. AGENCY shall be entitled to recover its reasonable costs incurred in providing the notification required by this section.

C. This AGREEMENT is further subject to the provisions of Article 1.5 (commencing at Section 20104) of Division 2, Part 3 of the Public Contract Code regarding the resolution of public works claims of less than \$375,000. Article 1.5 mandates certain procedures for the filing of claims and supporting documentation by CONTRACTOR, for the response to such claims by the AGENCY, for a mandatory meet and confer conference upon the request of CONTRACTOR, for mandatory

nonbinding mediation in the event litigation is commenced, and for mandatory judicial arbitration upon the parties' failure to resolve the dispute through mediation. This AGREEMENT hereby incorporates the provisions of Article 1.5 as though fully set forth herein.

ARTICLE X: Independent CONTRACTOR

CONTRACTOR is and shall at all times remain as to AGENCY, a wholly independent CONTRACTOR. Neither AGENCY nor any of its agents shall have control of the conduct of CONTRACTOR or any of CONTRACTOR's employees, except as herein set forth. CONTRACTOR shall not at any time or in any manner represent that it or any of its agents or employees are in any manner agents or employees of AGENCY.

ARTICLE XI: Taxes

CONTRACTOR is responsible for paying all retail, sales and use, transportation, export, import, special or other taxes and duties applicable to, and assessable against any work, materials, equipment, services, processes and operations incidental to or involved in this AGREEMENT. The CONTRACTOR is responsible for ascertaining and arranging to pay such taxes and duties. The prices established in this AGREEMENT shall include compensation for any taxes the CONTRACTOR is required to pay by laws and regulations in effect as of the execution of this AGREEMENT.

ARTICLE XII: Notices

All notices and communications shall be sent in writing to the parties at the following addresses:

AGENCY: TATIANA HOLDEN

CONTRACTOR: GHAZI MUBARAK

CITY OF CALABASAS

GMZ ENGINEERING, INC.

100 Civic Center Way

5655 Lindero Canyon Road, Suite #430

Calabasas, CA 91302-3172

Westlake Village, CA, 91362

ARTICLE XIII: Entire Agreement

This AGREEMENT supersedes any and all other agreements, either oral or written, between the parties and contains all of the covenants and agreements between the parties pertaining to the work of improvements described herein. Each party to this AGREEMENT acknowledges that no representations, inducements, promises or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which are not embodied herein, and that any other agreement, statement or promise not contained in this AGREEMENT shall not be valid or binding. Any modification of this AGREEMENT will be effective only if signed by the party to be charged.

The benefits and obligations of this AGREEMENT shall inure to and be binding upon the representatives, agents, partners, heirs, successors and assigns of the parties hereto. This AGREEMENT shall be construed pursuant to the laws of the State of California.

ARTICLE XIV: Authority to Contract

The signatories hereto represent that they are authorized to sign on behalf of the respective parties they represent and are competent to do so, and each of the parties hereto hereby irrevocably waives any and all rights to challenge signatures on these bases.

ARTICLE XV: General Provisions

A. All reports, documents or other written material (“written products” herein) developed by CONTRACTOR in the performance of this Agreement shall be and remain the property of AGENCY without restriction or limitation upon its use or dissemination by AGENCY. CONTRACTOR may take and retain copies of such written products as desired, but no such written products shall be the subject of a copyright application by CONTRACTOR.

B. In the performance of this Agreement, CONTRACTOR shall not discriminate against any employee, subcontractor, or applicant for employment because of race, color, creed, religion, sex, marital status, sexual orientation, national origin, ancestry, age, physical or mental disability, medical condition or any other unlawful basis.

C. The captions appearing at the commencement of the sections hereof, and in any paragraph thereof, are descriptive only and for convenience in reference to this Agreement. Should there be any conflict between such heading, and the section or paragraph at the head of which it appears, the section or paragraph hereof, as the case may be, and not such heading, shall control and govern in the construction of this Agreement. Masculine or feminine pronouns shall be substituted for the neuter form and vice versa, and the plural shall be substituted for the singular form and vice versa, in any place or places herein in which the context requires such substitution(s).

D. The waiver by AGENCY or CONTRACTOR of any breach of any term, covenant or condition herein contained shall not be deemed to be a waiver of such term, covenant or condition or of any subsequent breach of the same or any other term, covenant or condition herein contained. No term, covenant or condition of this Agreement shall be deemed to have been waived by AGENCY or CONTRACTOR unless in writing.

E. Each right, power and remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise shall be cumulative and shall be in addition to every other right, power, or remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise. The exercise, the commencement of the exercise, or the forbearance of the exercise by any party of any one or more of such rights, powers or remedies shall not preclude the simultaneous or later exercise by such party of any of all of such other rights, powers or remedies.

F. CONTRACTOR shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to AGENCY under this Agreement for a minimum of three (3) years, or for any longer period required by law, from the date of final payment to CONTRACTOR under this Agreement. All such documents shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of AGENCY. In addition, pursuant to Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds ten thousand dollars, all such documents and

Item 6 Attachment C

this Agreement shall be subject to the examination and audit of the State Auditor, at the request of AGENCY or as part of any audit of AGENCY, for a period of three (3) years after final payment under the Agreement.

IN WITNESS WHEREOF the parties hereto for themselves, their heirs, executors, administrators, successors, and assigns do hereby agree to the full performance of the covenants herein contained and have caused this AGREEMENT to be executed in duplicate by setting hereunto their names, titles, hands, and seals this 28th day of June, 2023.

CONTRACTOR: GMZ Engineering, Inc.

Ghazi Mubarak, President
CONTRACTOR’s License No. 967627

AGENCY:

David J. Shapiro
Mayor of the City of Calabasas
Date

Kindon Meik
City Manager of the City of Calabasas
Date

Phil Lanzafame
Interim Public Works Director
City of Calabasas
Date

ATTESTED:

Maricela Hernandez, MPA, MMC, CPMC
City Clerk of the City of Calabasas
Date

APPROVED AS
TO FORM:

Matthew T. Summers
Colantuono, Highsmith & Whatley, PC
City Attorney
Date

(EXECUTE IN DUPLICATE)

CERTIFICATE OF ACKNOWLEDGMENT

State of California
County of _____

On _____ before me, _____, personally appeared _____ who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (SEAL)

**PAYMENT BOND
CITY-WIDE GREEN STREET PHASE I PROJECT,
SPECIFICATION NO. 22-23-04
IN THE CITY OF CALABASAS, CALIFORNIA**

WHEREAS, the City of Calabasas, as AGENCY has awarded to GMZ Engineering, Inc., as CONTRACTOR, a contract for the above-stated project;

AND WHEREAS, CONTRACTOR is required to furnish a bond in connection with the contract, to secure the payment of claims of laborers, mechanics, material persons, and other persons as provided by law;

NOW THEREFORE, we, the undersigned CONTRACTOR and SURETY, are held and firmly bound unto AGENCY in the sum of **Four Million Six Hundred Twenty Seven Thousand Four Hundred Thirty Five Dollars (\$4,627,435.00)** which is one hundred percent (100%) of the total contract amount for the above-stated project, for which payment well and truly to be made we bind ourselves, our heirs, executors and administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITIONS OF THIS OBLIGATION IS SUCH that if CONTRACTOR, its heirs, executors, administrators, successors, assigns or subcontractors, shall fail to pay any of the persons named in Civil Code Section 3181, or amounts due under the Unemployment Insurance Code with respect to work or labor withheld, and to pay over to the Employment Development Department from the wages of employees of the CONTRACTOR and its subcontractors pursuant to Section 13020 of the Unemployment Insurance Code, with respect to such work and labor, that the surety or sureties herein will pay for the same in an amount not exceeding the sum specified in this bond, otherwise the above obligation shall be void. In case suit is brought upon this bond, SURETY will pay reasonable attorneys' fees to the plaintiffs and AGENCY in an amount to be fixed by the court.

This bond shall inure to the benefit to any of the persons named in Civil Code Section 3181 as to give a right of action to such persons or their assigns in any suit brought upon this bond.

The SURETY hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the contract or the specifications accompanying it shall in any manner affect SURETY's obligations on this bond. The SURETY hereby waives notice of any such change, extension, alteration or addition and hereby waives the requirements of Section 2845 of the Civil Code as a condition precedent to any remedies AGENCY may have.

IN WITNESS WHEREOF the parties hereto have set their names, titles, hands, and seals this ____ day of _____, 20__.

CONTRACTOR*

Ghazi Mubarak, President
GMZ Engineering, Inc.
5655 Lindero Canyon Road, Suite #430
Westlake Village, CA 91362
(818) 699-6440

Item 6 Attachment C

Surety*

*Provide CONTRACTOR and SURETY name, address and telephone number and the name, title, address and telephone number for the respective authorized representatives. Power of Attorney must be attached.

(EXECUTE IN DUPLICATE)

CERTIFICATE OF ACKNOWLEDGMENT

State of California
County of _____

On _____ before me, _____, personally appeared _____ who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (SEAL)

FAITHFUL PERFORMANCE BOND
CITY-WIDE GREEN STREET PHASE I PROJECT,
SPECIFICATION NO. 22-23-04
IN THE CITY OF CALABASAS, CALIFORNIA

KNOW ALL PERSONS BY THESE PRESENTS That GMZ Engineering, Inc., hereinafter referred to as "CONTRACTOR" as PRINCIPAL, and _____, a corporation duly organized and doing business under and by virtue of the laws of the State of California and duly licensed for the purpose of making, guaranteeing, or becoming sole surety upon bonds or undertakings as Surety, are held and firmly bound unto the CITY OF CALABASAS, CALIFORNIA, hereinafter referred to as the "AGENCY" in the sum of **Four Million Six Hundred Twenty Seven Thousand Four Hundred Thirty Five Dollars (\$4,627,435.00)**; which is one hundred percent (100%) of the total contract amount for the above stated project; lawful money of the United States of America for the payment of which sum, well and truly to be made, we bind ourselves, our heirs, executors, administrators, assigns and successors, jointly and severally, firmly by these presents.

THE CONDITIONS OF THIS OBLIGATION ARE SUCH, that whereas CONTRACTOR has been awarded and is about to enter into a Contract with AGENCY to perform all work required pursuant to the contract documents for the project entitled: CITY-WIDE GREEN STREET PHASE I PROJECT, SPECIFICATION NO. 22-23-04 CONTRACT which Contract is by this reference incorporated herein, and is required by AGENCY to give this Bond in connection with the execution of the Contract;

NOW, THEREFORE, if CONTRACTOR and his or her Subcontractors shall well and truly do and perform all the covenants and obligations of the Contract on his or her part to be done and performed at the times and in the manner specified herein including compliance with all Contract specifications and quality requirements, then this obligation shall be null and void, otherwise it shall be and remain in full force and effect;

PROVIDED, that any alterations in the work to be done, or in the material to be furnished, which may be made pursuant to the terms of the Contract, shall not in any way release CONTRACTOR or the Surety thereunder, nor shall any extensions of time granted under the provisions of the Contract release either CONTRACTOR or said Surety, and notice of such alterations of extensions of the Contract is hereby waived by said Surety.

In the event suit is brought upon this Bond by AGENCY and judgment is recovered, said Surety shall pay all costs incurred by AGENCY in such suit, including a reasonable attorney's fee to be fixed by the Court.

IN WITNESS WHEREOF the parties hereto have set their names, titles, hands, and seals this _____ day of _____, 20__.

Item 6 Attachment C

CONTRACTOR*

Ghazi Mubarak, President
GMZ Engineering, Inc.
5655 Lindero Canyon Road, Suite #430
Westlake Village, CA 91362
(818) 699-6440

Surety*

*Provide CONTRACTOR and SURETY name, address and telephone number and the name, title, address and telephone number for the respective authorized representatives. Power of Attorney must be attached.

(EXECUTE IN DUPLICATE)

CERTIFICATE OF ACKNOWLEDGMENT

State of California
County of _____

On _____ before me, _____, personally appeared _____ who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (SEAL)

CERTIFICATE OF ACKNOWLEDGMENT

State of California
County of _____

On _____ before me, _____, personally
appeared _____ who proved to me on the basis of
satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within
instrument and acknowledged to me that he/she/they executed the same in his/her/their
authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or
the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the
foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (SEAL)

NON-COLLUSION AFFIDAVIT

The undersigned declares:

I am the _____ of _____, the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on the ___ day _____, 20__ at _____, California.

Ghazi Mubarak

President

GMZ Engineering, Inc.

Business Address:
5655 Lindero Canyon Road, Suite #430
Westlake Village, CA 91362
(818) 699-6440

WORKERS' COMPENSATION INSURANCE CERTIFICATE

The CONTRACTOR shall execute the following form as required by the California Labor Code, Sections 1860 and 1861:

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

DATE: _____

CONTRACTOR'S NAME: GMZ Engineering, Inc.

By: _____
(Signature)

(Title)

Attest:

By: _____
(Signature)

(Title)

NOTE: See Section 7 Responsibility of the CONTRACTOR, Paragraph 7-3 of the Standard Specifications for insurance carrier rating requirements.

ENDORSEMENTS TO INSURANCE POLICY

Name of Insurance Company: _____

Policy Number: _____

Effective Date: _____

The following endorsements are hereby incorporated by reference into the attached Certificate of Insurance as though fully set forth thereon:

- 1. The naming of an additional insured as herein provided shall not affect any recovery to which such additional insured would be entitled under this policy if not named as such additional insured, and
- 2. The additional insured named herein shall not be held liable for any premium or expense of any nature on this policy or any extensions thereof, and
- 3. The additional insured named herein shall not by reason of being so named be considered a member of any mutual insurance company for any purpose whatsoever, and
- 4. The provisions of the policy will not be changed, suspended, canceled or otherwise terminated as to the interest of the additional insured named herein without first giving such additional insured twenty (20) days' written notice.
- 5. Any other insurance held by the additional insured shall not be required to contribute anything toward any loss or expense covered by the insurance, which is referred to by this certificate.
- 6. The company that provided insurance for this certificate is a company licensed to do business in the State of California with a Best's rating of A+ VIII or greater.**

It is agreed that the City of Calabasas, its officers and employees, are included as Additional Insureds under the contracts of insurance for which the Certificate of Insurance is given.

Authorized Insurance Agent

Date: _____

BID SCHEDULE
CITY-WIDE GREEN STREET PROJECT PHASE I
SPECIFICATION NO. 22-23-04
IN THE CITY OF CALABASAS, CALIFORNIA

1. LAS VIRGENES ROAD - GREEN STREET PROJECT:

Item No.	Item Description	Payment Reference	Estimated Quantity	Unit	Unit Price (\$)	Item Amount
1	Mobilization, Bond, Insurance, and As- built	701-2	1.00	LS	\$200,000.00	\$ 200,000.00
2	SWPPP/Erosion/Dust Control during	705-3	1.00	LS	\$ 50,000.00	\$ 50,000.00
3	Traffic Control	704-10	1.00	LS	\$200,000.00	\$ 200,000.00
4	Project Survey	700-19 & 702-2	1.00	LS	\$ 20,000.00	\$ 20,000.00
DEMOLITION						
5	Remove Brush	706-5	1.00	LS	\$ 3,500.00	\$ 3,500.00
6	Remove 4" Concrete Sidewalk	706-5 & 707-2	1,600.00	SF	\$ 15.00	\$ 24,000.00
7	Remove Concrete Curb & Gutter	706-5 & 707-2	300.00	LF	\$ 75.00	\$ 22,500.00
8	Remove Street Signage & Post	706-5	15.00	EA	\$ 250.00	\$ 3,750.00
9	Remove Chain-link Fence	706-5	2,000.00	LF	\$ 20.00	\$ 40,000.00
10	Remove Barbwire	706-5	2,000.00	LF	\$ 20.00	\$ 40,000.00
11	Remove Existing Asphalt Pavement	706-5 & 707-2	11,030.00	SF	\$ 10.00	\$ 110,300.00
12	Remove Bollards	706-5	5.00	EA	\$ 250.00	\$ 1,250.00
13	Remove Guardrail	706-5	30.00	LF	\$ 50.00	\$ 1,500.00
14	Remove Concrete Pavement	706-5 & 707-2	25.00	CY	\$ 1,000.00	\$ 25,000.00
15	Remove Tree	706-5	8.00	EA	\$ 2,000.00	\$ 16,000.00
EARTHWORK						
16	Earthwork - Cut	708-3	3,327.00	CY	\$ 100.00	\$ 332,700.00
17	Earthwork - Fill, Handling and Compaction	708-3	3,204.00	CY	\$ 100.00	\$ 320,400.00
CONSTRUCTION						
18	Install Signage and Striping Per Plans	724-2 & 725-2	1.00	LS	\$ 50,000.00	\$ 50,000.00
19	Adjust Manhole to New Grade	726-3	2.00	EA	\$ 850.00	\$ 1,700.00
20	Construct 4" Concrete Sidewalk Over 8" Compacted Subgrade Per SPPWC Standards Plan 1.01-3	709-3 & 711-15	9,160.00	SF	\$ 30.00	\$ 274,800.00
21	Construct 8" Concrete Curb & Gutter Per SPPWC Standard Plan 120-2(A2-8)	709-3 & 711-15	370.00	LF	\$ 100.00	\$ 37,000.00
22	Construct 6" Concrete Curb only Per SPPWC Standard Plan 120-3(AJ-6) A2- 8	709-3 & 711-15	3,350.00	LF	\$ 50.00	\$ 167,500.00
23	Construct 8" Concrete Curb only Per SPPWC Standard Plan 120-3(AI-8)	709-3 & 711-15	1,914.00	LF	\$ 50.00	\$ 95,700.00
24	Construct Concrete Driveway Per SPPWC Standard Plan 110-2 Type B	709-3 & 711-15	418.00	SF	\$ 30.00	\$ 12,540.00
25	Construct Concrete Curb Ramp Per SPPWC Standard Plan 111-5 Type 1 Case B and Modified Type 1 Case C	711.-15	14.00	EA	\$ 10,000.00	\$ 140,000.00
26	Construct 6" AC Pavement on 10" Crushed Aggregate Base	709-3 & 710-10	63,319.00	SF	\$ 5.00	\$ 316,595.00

27	Construct Segmental Key Stone Walls	718-11	1,500.00	SF	\$ 100.00	\$ 150,000.00
28	Construct Retaining Curb Per Plan	711-15	1,450.00	LF	\$ 100.00	\$ 145,000.00
29	Install Bollards	721-2	22.00	EA	\$ 2,000.00	\$ 44,000.00
30	Construct 24" Concrete V-Gutter Per Plan	711-15	1,450.00	LF	\$ 100.00	\$ 145,000.00
31	Construct V-Ditch Detail "6" & Detail "7" Sheet 19 Per Plan	711-15	3,029.00	LF	\$ 100.00	\$ 302,900.00
32	Construct DG Trail per Detail "13" Sheet 19 per Plan	722-4	14,500.00	SF	\$ 6.00	\$ 87,000.00
33	Install Chain-link Fence Per Plan	720-2	418.00	LF	\$ 100.00	\$ 41,800.00
34	Install Precast Concrete Parking Wheel Stops	723-2	60.00	EA	\$ 250.00	\$ 15,000.00
35	Construct Longitudinal Gutter with Grate	711-15	120.00	LF	\$ 900.00	\$ 108,000.00
36	Construct New Rip Rap	713-4	3,500.00	SF	\$ 75.00	\$ 262,500.00
37	Install Timber Steps (one-side Railing)	719-2	290.00	LF	\$ 300.00	\$ 87,000.00
38	Install Railing on the side of Steps	719-2	40.00	LF	\$ 200.00	\$ 8,000.00
39	Construct Splash Wall	711-15	2.00	SF	\$ 500.00	\$ 1,000.00
40	Construct Bio-Swale	713-4	6,000.00	SF	\$ 55.00	\$ 330,000.00
41	Install 4" PVC (SDR 35) pipe and Fittings	712-4	220.00	LF	\$ 100.00	\$ 22,000.00
42	Construct 36" Concrete V-Gutter	711-15	25.00	LF	\$ 200.00	\$ 5,000.00
43	Install Chainlink Fence Gate (Double 5foot wide)	720-2	6.00	EA	\$ 10,000.00	\$ 60,000.00
44	Construct Segmental Retaining Wall (H=36' MAX)	718-11	55.00	SF	\$ 100.00	\$ 5,500.00
45	Install New Curb Drain Hub Model: CPSPA327H 33"x27" L, L	709-3 & 711-15	1.00	EA	\$ 5,000.00	\$ 5,000.00
46	Install 12" PVC (SDR 35) Pipe and Fittings	722-4	220.00	LF	\$ 100.00	\$ 22,000.00
47	Construct 26" x 36" Grating Catch Basin (SPPWC Plan 303-3 Case 1)	722-4	1.00	EA	\$ 7,500.00	\$ 7,500.00
48	Install 4' Wide Pedestrian Gate with Two Poles	720-2	1.00	EA	\$ 7,500.00	\$ 7,500.00
49	Construct 8" Concrete Gutter	709-3 & 711-15	70.00	LF	\$ 100.00	\$ 7,000.00
50	Construct Apron	712-4	21.00	EA	\$ 2,000.00	\$ 42,000.00
51	Construct Redwood Header	727-2	100.00	LF	\$ 100.00	\$ 10,000.00
52	Signage/Striping per Plans	724-2 & 725-7	1.00	LS	\$ -	\$ -
53	Landscape/Irrigation per Plans	716-26 & 717-19	1.00	LS	\$200,000.00	\$ 200,000.00
Total 1						\$4,627,435.00

RESOLUTION NO. 2023-1854

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, DIRECTING THE TRANSFER OF \$473,970 FROM THE AB 939 FUND TO THE CITY-WIDE GREEN STREET PHASE I PROJECT TO COVER THE CONSTRUCTION COSTS OF LAS VIRGENES ROAD IMPROVEMENTS

WHEREAS, The Integrated Waste Management Act of 1989 (AB 939), was passed because of an increase in the waste stream and the decrease in landfill capacity; and

Whereas, AB 939 requires cities and counties to reduce, reuse, recycle, and compost all discarded materials to the maximum extent feasible before any landfilling or other destructive method is used; and

Whereas, AB 939 authorized local jurisdictions to impose and collect fees based on the types or amounts of solid waste generated; and

WHEREAS, AB 939 funds can be used for projects reducing the amount of waste taken to landfill; and

WHEREAS, The City-Wide Green Street Phase I project includes storm water management techniques eliminating collection and disposal of waste and debris which would be taken to landfill; and

WHEREAS, City intends to award the project to GMZ Engineering, Inc. at the June 28, 2023 City Council meeting; and

WHEREAS, on June 21, 2023 the City Council adopted the Operating and Capital Improvement Budget for FY 2023-24; and

WHEREAS, Exhibit "A" hereof describes said budget amendments and the resultant impact to the budget line items; and

WHEREAS, the amount required to be transferred from the AB 939 fund to construct the project, including contingency, is \$473,970.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CALABASAS AS FOLLOWS:

Section 1. A budget amendment appropriating \$473,970 for FY 2023-24 as more particularly described in Exhibit "A", attached hereto, is hereby approved.

Section 2. The City Clerk shall certify to the adoption of the Resolution and shall cause the same to be processed in the manner required by law.

Section 3. The City Clerk shall certify to the passage of this resolution and enter it into the book of original resolutions.

PASSED, APPROVED AND ADOPTED this 28th day of June 2023.

David J. Shapiro, Mayor

ATTEST:

APPROVED AS TO FORM:

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

Matthew T. Summers
Colantuono, Highsmith & Whatley, PC
City Attorney

EXHIBIT A

BUDGET AMENDMENT TO
GENERAL FUND and OTHER FUNDS
for Green Street Project
FY 2022 - 23

A. FUND ALLOCATION

Description	Account Number	FUND Name	Amount
Fund Balance	14-000-0310-00	AB 939	(\$ 475,000)
Fund Balance	40-000-0310-00	Capital Improvement	\$ -
Fund Balance	63-000-0310-00	Management Reserve	(\$ 475,000)
		TOTAL ALLOCATION	(\$ 950,000)

B. Estimated REVENUES

Description	Account Number	Current Budget	Revision	Amend Budget
CAPITAL IMPROVEMENT FUND				
Transfer in Gen Fund	40-000-4900-14	\$ -	\$ 475,000	\$ 475,000
Transfer in Gen Fund	40-000-4900-63	\$ 350,000	\$ 475,000	\$ 825,000
<i>Adjust Transfers Into Capital Improvement Fund from various other funds</i>				
TOTAL REVENUES		\$ 350,000	\$ 950,000	\$ 1,300,000

C. Expenditure Account APPROPRIATIONS

Description	Account Number	Current Budget	Revision	Amend Budget
CAPITAL IMPROVEMENT FUND				
Green Street Project	40-319-6503-37	\$ 2,966,000	\$ 950,000	\$ 3,916,000
<i>Adjusting Capital Projects fund to reflect changes for Green Street Project</i>				
Transfer to Capital	14-134-9900-40	\$ -	\$ 475,000	\$ 475,000
Transfer to Capital	63-134-9900-40	\$ 350,000	\$ 475,000	\$ 825,000
<i>Adjust Transfers Out from various funds to Capital Improvement Fund</i>				
TOTAL APPROPRIATIONS		\$ 3,316,000	\$ 1,900,000	\$ 5,216,000



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: JUNE 21, 2023

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: KINDON MEIK, CITY MANAGER

SUBJECT: LAW ENFORCEMENT SERVICES CONTRACT WITH THE LA COUNTY SHERIFF'S DEPARTMENT

MEETING DATE: JUNE 28, 2023

SUMMARY RECOMMENDATION:

Staff requests direction from the Council on Sheriff service levels for contracted law enforcement services.

BACKGROUND:

The City of Calabasas contracts with Los Angeles County for municipal law enforcement services. The term of the current agreement is from July 1, 2019 to June 30, 2024. The agreement may be renewed for another 5 years at the option of the County Board of Supervisors with the consent of the City.

Each year the City is able to set sheriff service levels in the community through the Service Level Authorization form or SD-AD-575. The City contracts for Deputy Service Units (minutes/hours not deputies). Deputy Service Units include indirect costs associated with law enforcement services (station leadership, dispatch, admin support, vehicle, etc.) The City may also contract for special assignment deputies and

supplemental positions. Costs associated with deputies and other personnel are set by the County in the Master Rate Sheet that accompanies the SH-AD 575.

The information below summarizes page 1 of the proposed SH-AD 575 for FY 2023-2024:

- Deputy Sheriff Service Unit – The City currently contracts for 9 Deputy Service Units (DSU). Each DSU has a base cost of \$499,296 per year. Additionally, the base cost is multiplied by a liability rate factor of 12%. The 9 DSUs total 26,280 hours per year. Approximately 14.688 deputies are required to meet contracted hours. The annual cost for the 9 DSUs totaled \$5,032,903.68.
- Deputy Sheriff Service Unit Bonus – Examples of a bonus unit would be a detective or a Mental Evaluation Team (MET) deputy. The City does not contract for bonus units at this time.
- Growth/Grant Deputy Unit – The Growth/Grant Deputy Unit was created to incentivize cities to grow their contracts or obtain grants for funding deputies. This deputy is calculated without some of the overhead cost attributed to a regular deputy. Currently the City is allocated 0.56 of a Special Assignment Deputy (the remaining 0.44 is under the contract of the City of Hidden Hills).
- Supplemental Positions – The City contracts for the following:
 - 1 Motor Deputy at a total annual cost of \$363,124.16
 - 0.29 of a Law Enforcement Technician at a total annual cost of \$39,041.61. This position is a fingerprint technician that is shared among the 5 cities serviced by the Lost Hills Station.
 - 0.5 of a Community Services Assistant at a total annual cost of \$44,298.80 per year. This is a parking enforcement Sheriff's employee that is shared with the City of Agoura Hills.

The following information summarizes page 2 of the SD-AD 575 for FY 2023-2024:

- Deputy Sheriff – To meet the 9 DSUs paid for by Calabasas, deputies are scheduled as noted:
 - 2 DSUs for the EM shift (10pm-6am)
 - 2.4 DSUs for the AM shift (6am-2pm)
 - 3 DSUs for the PM shift (2pm-10pm)
 - 0.6 of the 1.6 noted is a deputy sheriff scheduled at the discretion of the Captain.
 - 1.0 of the 1.6 is the Juvenile Team Deputy assigned to the schools
 - 1 deputy is assigned as the Motor Deputy

- Grant Deputy – The .56 Special Assignment Deputy accounts for the Community Liaison Deputy shared with the City of Hidden Hills.

In addition to the above, the City has the option to contract for other services. Historically, the City has not contracted for the services noted below:

- Routine Helicopter – This supports ground units during non-life threatening or non-mutual aid activities. The cost is \$2,449 an hour charged on a per minute basis.
- License Detail – This service falls under the Major Crimes Bureau and covers special business licensing and compliance on approximately 24 different types of businesses (businesses include ambulance companies, firearm dealers, massage parlors, tow companies, tattoo shops, etc.)
- STAR Deputy – The program is currently unavailable but was a program in which deputies taught classes on school campuses.
- Other Supplemental Services – Is intended for supplemental overtime if the City needs Sheriff support for community events (parades, festivals, sports events).

FISCAL IMPACT/SOURCE OF FUNDING:

As currently presented, the City of Calabasas will pay \$5,621,368.01 for law enforcement services provided by the LA County Sheriff's Department for the 2023-2024 fiscal year. This represents an increase of \$441,838.58 from fiscal year 2022-2023.

Costs for Sheriff services are borne by the General Fund (\$5,525,000) and COPS grant funds (\$100,000). Any modification to staffing levels would be reflected in a revised SH-AD-575 Service Level Authorization form and would increase/decrease the annual cost for municipal law enforcement services.

At its June 21, 2023 meeting, the Council adopted a budget with a General Fund surplus of approximately \$180,000. Should changes in the SH-AD 575 be more than \$180,000, the City will need to review General Fund revenues and expense and adjust accordingly.

REQUESTED ACTION:

Provide direction on changes, if any, to Sheriff service levels for the 2023-2024 fiscal year.

ATTACHMENTS:

Attachment A: Los Angeles County Sheriff's Department Contract City Law Enforcement Services Service Level Authorization SH-AD 575



LOS ANGELES COUNTY SHERIFF'S DEPARTMENT
 CONTRACT CITY LAW ENFORCEMENT SERVICES
 SERVICE LEVEL AUTHORIZATION (SH-AD 575)

CITY: Calabasas

FISCAL YEAR: 2023-2024

EFFECTIVE DATE: 7/1/2023

DEPUTY SHERIFF SERVICE UNIT													
RANK	RELIEF FACTOR	SERVICE CODE	NEW	PREV	CHANGE	ANNUAL RATE	ESTIMATED TOTAL ANNUAL COST	LIABILITY 12%	TOTAL ANNUAL COST W/LIABILITY	ANNUAL HOURS PER SERVICE UNIT	ANNUAL HOURS SCHEDULED	ANNUAL MINUTES SCHEDULED	PERSONNEL REQUIRED
Deputy Sheriff	56-Hour Unit	307	9.00	9.00	0.00	\$ 499,296.00	\$ 4,493,664.00	\$ 539,239.68	\$ 5,032,903.68	2,920	26,280	1,576,800	14.688
					0.00				\$ -		0	0	0.000
					0.00				\$ -		0	0	0.000

DEPUTY SHERIFF SERVICE UNIT (BONUS)													
RANK	RELIEF FACTOR	SERVICE CODE	NEW	PREV	CHANGE	ANNUAL RATE	ESTIMATED TOTAL ANNUAL COST	LIABILITY 12%	TOTAL ANNUAL COST W/LIABILITY	ANNUAL HOURS PER SERVICE UNIT	ANNUAL HOURS SCHEDULED	ANNUAL MINUTES SCHEDULED	PERSONNEL REQUIRED
					0.00				\$ -		0	0	0.000
					0.00				\$ -		0	0	0.000

GROWTH/GRANT DEPUTY UNIT													
RANK	RELIEF FACTOR	SERVICE CODE	NEW	PREV	CHANGE	ANNUAL RATE	ESTIMATED TOTAL ANNUAL COST	LIABILITY 12%	TOTAL ANNUAL COST W/LIABILITY	ANNUAL HOURS PER SERVICE UNIT	ANNUAL HOURS SCHEDULED	ANNUAL MINUTES SCHEDULED	PERSONNEL REQUIRED
Grant Special Assignment Deputy	Non-Relief	312	0.56	0.56	0.00	\$ 226,605.00	\$ 126,785.50	\$ 15,214.26	\$ 141,999.76	1,789	1,001	60,057	0.560
					0.00				\$ -		0	0	0.000
					0.00				\$ -		0	0	0.000
					0.00				\$ -		0	0	0.000

SUPPLEMENTAL POSITIONS													
RANK	RELIEF FACTOR	SERVICE CODE	NEW	PREV	CHANGE	ANNUAL RATE	ESTIMATED TOTAL ANNUAL COST	LIABILITY 12%	TOTAL ANNUAL COST W/LIABILITY	ANNUAL HOURS PER SERVICE UNIT	ANNUAL HOURS SCHEDULED	ANNUAL MINUTES SCHEDULED	PERSONNEL REQUIRED
Motor Deputy	Non-Relief	305A	1.00	1.00	0.00	\$ 324,218.00	\$ 324,218.00	\$ 38,906.16	\$ 363,124.16	1,789	1,789	107,340	1.000
Law Enforcement Technician (w/ veh)	Non-Relief	340	0.29	0.29	0.00	\$ 120,202.00	\$ 34,858.58	\$ 4,183.03	\$ 39,041.61	1,789	519	31,129	0.290
Community Services Assistant (w/ veh)	Non-Relief	325	0.50	0.50	0.00	\$ 79,105.00	\$ 39,552.50	\$ 4,746.30	\$ 44,298.80	1,789	895	53,670	0.500
					0.00				\$ -		0	0	0.000

Estimated Cost for Service Units: \$ 5,019,078.58 Total Liability (12%): \$ 602,289.43 Estimated Subtotal: \$ 5,621,368.01


Public Safety Equipment Cost (See page 3): \$ -

Estimated Total Annual Cost: \$ 5,621,368.01

The terms of this Service Level Authorization (SH-AD 575) will remain in effect until a subsequent SH-AD 575 is signed and received by LASD. Notwithstanding, annual rates shall be revised annually per Sections 8.2 and 11.3 of the MLESA.

LASD Approval By:

Jennifer L. Seetoo
UNIT COMMANDER NAME

 SIGNATURE 6/8/23 DATE

Report Prepared By:

Mina Cho
SERGEANT 5/30/2023
DATE

City Approval By:

"I certify that I am authorized to make this commitment on behalf of the City."

Processed at CLEB By:

CITY OFFICIAL NAME

SIGNATURE

DATE

SERGEANT

DATE



**LOS ANGELES COUNTY SHERIFF'S DEPARTMENT
CONTRACT CITY LAW ENFORCEMENT SERVICES
SERVICE LEVEL AUTHORIZATION (SH-AD 575)
DEPLOYMENT OF PERSONNEL**

City: Calabasas **Fiscal Year:** 2023-2024 **Effective Date:** 7/1/2023

SERVICE UNIT	TOTAL UNITS PURCHASED	GENERAL LAW			TRAFFIC LAW			MOTOR DEP	SAD	D.B.	TEAM LEADER	TOTAL UNITS ASSIGNED
		EM	AM	PM	EM	AM	PM					
DEPUTY SHERIFF												
Non-Relief	0.00											0.00
40-Hour Unit	0.00											0.00
56-Hour Unit	9.00	2.00	2.40	3.00				1.60				9.00
70-Hour Unit	0.00											0.00
Motor (Non-Relief)	1.00							1.00				1.00
DEPUTY BONUS												
Non-Relief	0.00											0.00
40-Hour Unit	0.00											0.00
56-Hour Unit	0.00											0.00
70-Hour Unit	0.00											0.00
GROWTH DEPUTY												
Deputy	0.00											0.00
SAD	0.00											0.00
Bonus I	0.00											0.00
Motor (Non-Relief)	0.00											0.00
GRANT DEPUTY												
Deputy	0.00											0.00
SAD	0.56							0.5595				0.5595
Bonus I	0.00											0.00
Motor (Non-Relief)	0.00											0.00
Routine City Helicopter Billing Agreement YES <input type="checkbox"/> NO <input type="checkbox"/> License Detail - Business License & Renewal Applications YES <input type="checkbox"/> NO <input type="checkbox"/> License Detail - Acts on Violations Observed within the City YES <input type="checkbox"/> NO <input type="checkbox"/> S.T.A.R. Deputy Program YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> Other Supplemental Services YES <input type="checkbox"/> NO <input type="checkbox"/>												
<i>NOTE: License Detail is billed on an hourly basis and billed monthly as service is provided.</i>												

	Sworn						Total
	Lieutenant	Sergeant	Bonus Deputy	Motor Deputy	Deputy	SAD	
Hours	0	0	0	1,789	26,280	1,001	29,070
Minutes	0	0	0	107,340	1,576,800	60,057	1,744,197
Personnel	0.000	0.000	0.000	1.000	14.688	0.560	16.248

	Civilian			Total
	SSO	LET/CSA/CA/PCO	Clerical	
Hours	0	1,413	0	1,413
Minutes	0	84,799	0	84,799
Personnel	0.000	0.790	0.000	0.790

FOR CONTRACT LAW ENFORCEMENT BUREAU USE ONLY			
BILLING MEMO REQUIRED AND SUBMITTED:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	N/A <input type="checkbox"/>
(PERSONNEL TRANSACTION REQUEST) "PTR" REQUIRED AND SUBMITTED:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	N/A <input type="checkbox"/>
ORGANIZATIONAL CHART REQUIRED AND SUBMITTED:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	N/A <input type="checkbox"/>
DUTY STATEMENT REQUIRED AND SUBMITTED:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	N/A <input type="checkbox"/>
SMS DEPLOYMENT CONTRACT UPDATED:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	N/A <input type="checkbox"/>
MINUTE PROGRAM IN RAPS UPDATED:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	N/A <input type="checkbox"/>

Initials

City Official: _____

Unit Commander:



LOS ANGELES COUNTY SHERIFF'S DEPARTMENT
CONTRACT CITY LAW ENFORCEMENT SERVICES
SERVICE LEVEL AUTHORIZATION (SH-AD 575)
PUBLIC SAFETY EQUIPMENT

CITY: Calabasas FISCAL YEAR: 2023-2024

START-UP VEHICLE					
VEHICLE TYPE	YEAR	SERVICE CODE	#	RATE	TOTAL COST

EQUIPMENT					
MDC TYPE	YEAR	SERVICE CODE	#	RATE	TOTAL COST

ALPR WITH INSTALL	YEAR	SERVICE CODE	#	RATE	TOTAL COST

Total Public Safety Equipment Cost: \$ -

Initials

City Official: _____

Unit Commander: 



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: JUNE 21, 2023

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: KINDON MEIK, CITY MANAGER
MATTHEW SUMMERS, CITY ATTORNEY

SUBJECT: INTRODUCTION OF ORDINANCE 2023-403, ADDING CHAPTER 5.22
– PROVISION OF SECURITY BY COMMERCIAL LANDLORDS AND
RETAILERS TO THE CALABASAS MUNICIPAL CODE

MEETING DATE: JUNE 28, 2023

SUMMARY RECOMMENDATION:

Staff recommends the City Council introduce an ordinance adding a new Chapter 5.22 requiring the provision of security by certain commercial retailers to the Calabasas Municipal Code.

BACKGROUND:

The City has recently experienced an increase in commercial retail thefts and property crimes, particularly at certain larger shopping centers. As part of its multi-pronged response effort, the City has reached out to landlords and retailers regarding security improvements and cooperative crime reduction efforts. Most landlords and larger commercial retailers have been responsive and taken proactive steps to improve retail security. Some, however, have failed to do so, and the staff recommends the Council consider the attached ordinance to impose security requirements on certain larger commercial landlords and retailers.

DISCUSSION/ANALYSIS:

The City Council directed the City Attorney’s Office to draft the attached ordinance to impose stronger retail security requirements. The attached ordinance adds a new Chapter 5.22 to the Calabasas Municipal Code, requiring certain landlords and commercial retailers in the Commercial Mixed Use, Commercial Retail, and Commercial Old Town zones to adopt and implement security plans.

Specifically, the proposed ordinance requires commercial landlords with more than six tenants and commercial retailers operating stores with greater than 5,000 square feet in any Commercial Mixed Use, Commercial Retail, and Commercial Old Town zone of the City to provide adequate security for their tenants and customers, requiring all qualifying commercial landlords and retailers to develop and implement a City approved security plan. Qualifying commercial retailers and landlords who fail to submit or implement the security plan, or who experience three or more calls for service within a month, will be required to pay for extra Sheriffs and City security response costs.

The proposed ordinance requires qualifying commercial retailers and landlords to report all suspected crimes, including thefts, to the Sheriff’s Department and City. The proposed ordinance also prohibits businesses from disciplining or terminating an employee from employment for reporting a suspected crime to law enforcement or the City that occurred at a commercial business in the City.

FISCAL IMPACT/SOURCE OF FUNDING:

The cost of preparing the draft ordinance is accounted for within the budget. Enforcement will entail some additional costs in code enforcement, expected to be offset via cost recovery.

REQUESTED ACTION:

Staff recommends the City Council introduce and conduct a first reading of Ordinance No. 2023-403 and provide direction to staff as deemed appropriate.

ATTACHMENT:

Attachment A: Ordinance No. 2023-403

**ITEM 8 ATTACHMENT A
ORDINANCE NO. 2023-403**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
CALABASAS, CALIFORNIA, ADDING CHAPTER 5.22 –
PROVISION OF SECURITY BY COMMERCIAL LANDLORDS
AND RETAILERS TO THE CALABASAS MUNICIPAL CODE.**

WHEREAS, the City of Calabasas (the “City”), under the police powers delegated to it by the California Constitution, has the authority to enact laws that promote the public health, safety and general welfare of its residents; and

WHEREAS, commercial business in the City are experiencing a rash of thefts; and

WHEREAS, the City Council finds that in the absence of appropriate security at businesses, the City’s citizens, visitors and business employees are vulnerable to abductions, robberies, and other similar criminal acts, despite the provision of law enforcement services; and

WHEREAS, it is the intent of the City to protect its residents and property owners from the potential adverse impacts of crime; and

WHEREAS, the City Council desires to amend certain sections of the Municipal Code to require commercial retailers to provide adequate security; and

WHEREAS, the City Council desires to protect the public health, safety, general welfare, and quiet enjoyment of property in the City by the adoption of this ordinance.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CALABASAS, CALIFORNIA, DOES ORDAIN AS FOLLOWS:

SECTION 1. The City Council finds that all the facts, findings, and conclusions set forth above in this Ordinance are true and correct.

SECTION 2. Environmental Determination. The City Council hereby finds and determines that it can be seen with certainty that there is no possibility that the adoption of this ordinance adding certain retail security requirements will have a significant effect on the environment. Accordingly, under the provisions of § 15061(b)(3) and § 15378(b)(5) of Division 6 of Title 14 of the California Code of Regulations, the CEQA Guidelines, the adoption of this ordinance is not subject to the requirements of the California Environmental Quality Act.

SECTION 3. The City Council hereby adds Section 5.22 to the Calabasas Municipal Code to read as follows:

Chapter 5.22 – Provision of Security By Commercial Landlords and Retailers

5.22.010. Purpose. The purpose of this article is to protect the public health, safety, and general welfare by requiring retail commercial landlords and retailers to provide adequate security.

5.22.020. Application. Commercial landlords with more than six Retail, Entertainment and Recreation, Services, or Eating/Drinking Places and Food Services tenants, and commercial retailers operating stores with greater than 5,000 square feet, located in any Commercial Mixed-Use zone, Commercial Retail zone, or Commercial Old Town zone of the City are required to provide adequate security for their tenants and customers. Commercial landlords and retailers subject to this Section 5.22.020 are required to develop and implement a security plan, as approved by the City Manager. The security plan shall detail how the commercial retailer will provide adequate security for their tenants and customers, will respond to future criminal acts, and may require the commercial retailer to hire private security or install physical security improvements. Commercial retailers subject to this chapter shall not be required to develop and implement a security plan, if their commercial landlord has already done so and it has been approved by the City Manager.

5.22.030. Responsibility for Cost of Security Response. Commercial landlords and retailers subject to Section 5.22.020 who fail to submit a security plan to the City Manager within 30 days of a written demand by the City, or who fail to comply with their security plan’s requirements, are responsible for the cost of any police or City security response to robberies, thefts, and other criminal acts at the property.

Unless provided otherwise by the City Manager in writing, Commercial landlords and retailers subject to section 5.22.020 shall additionally be responsible for the cost of any police or City security response to robberies, thefts, and other criminal acts at their property after:

1. having been given written notice by the City stating that the commercial landlord or retailer will be held liable for the costs of providing police response and City security response personnel over and above the normal services provided by the City via the Sheriff’s Department to those premises; and
2. three or more calls for service related to property crimes have occurred in a month or three or more documented property crimes have occurred at the property in a month.

Commercial landlords and retailers subject to section 5.22.020 shall be jointly and severally liable for the costs of each subsequent police response and city security response necessary to respond to calls for service until one year has passed after the City issued the written notice.

5.22.040. Reporting of Crime. Commercial landlords and retailers subject to section 5.22.020 shall report all suspected crimes, including any thefts of merchandise worth at least \$500, to the Sheriff's Department and City within fifteen days. Commercial landlords and retailers subject to section 5.22.020 shall pay a fine of \$100 for each day that any such mandatory report is delayed.

5.22.050. Misdemeanor to Terminate an Employee for Reporting a Crime. Any employer in the City is prohibited from disciplining or terminating an employee from employment for reporting a suspected crime to law enforcement or the City that occurred at a commercial business in the City. Any person or business that terminates an employee from employment or who disciplines them for reporting a suspected crime to law enforcement or the City that occurred at a commercial business in the City is guilty of a misdemeanor and shall be subject to punishment as provided in this Code, including, but not limited to, under Section 1.16.020 of this Code.

5.22.060 - Violation—Penalty.

A. Every person violating any provision of this chapter is guilty of a misdemeanor, punishable, after lawful conviction, by a fine not exceeding one thousand dollars (\$1,000.00) or by imprisonment in the county jail for a period not exceeding six months, or by both such fine and imprisonment.

B. Every violation of any provision of this chapter shall constitute a public nuisance and shall be subject to civil nuisance abatement proceedings as allowed by this Code and under applicable law.

C. Nothing in this chapter shall be construed to prevent a person from being prosecuted, convicted, or sentenced for a violation of any lesser or related city, state, or federal statutes which might impose different penalties.

D. The enforcement authority provided in this chapter shall be cumulative and in addition to any other procedures provided by the laws of the city or the state for the abatement or enforcement of any of the conditions described in this chapter, and abatement or enforcement pursuant to the provisions of this chapter shall not prejudice or affect any other action, civil or criminal, for the abatement or enforcement of any such condition.

SECTION 4. Severability. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council of the City of Calabasas hereby declares that it would have adopted this Ordinance and each

section, subsection, sentence, clause, phrase or portion thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases, or portions be declared invalid or unconstitutional.

SECTION 5. Effective Date: This Ordinance shall take effect 30 days after its passage and adoption pursuant to California Government Code Section 36937 and shall supersede any conflicting provision of any City of Calabasas ordinance.

SECTION 6. Certification: The City Clerk shall certify to the passage and adoption of this Ordinance and shall cause the same to be published or posted according to law.

PASSED, APPROVED AND ADOPTED this _ day of _ 2023.

David J. Shapiro, Mayor

ATTEST:

APPROVED AS TO FORM:

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

Matthew T. Summers
Colantuono, Highsmith & Whatley, PC
City Attorney



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: JUNE 19, 2023

TO: HONORABLE MAYOR AND COUNCILMEMBERS

**FROM: KINDON MEIK, CITY MANAGER
MICHAEL MCCONVILLE, DEPUTY CITY MANAGER**

SUBJECT: PROGRESS UPDATE ON FY 22/23 STRATEGIC PRIORITIES

MEETING DATE: JUNE 28, 2023

SUMMARY RECOMMENDATION:

Staff recommends that the City Council receive and file this progress update on the FY 22/23 Strategic Priorities.

BACKGROUND:

On April 13, 2022, the City Council formally adopted the FY 2022/23 Strategic Priorities as a means of prioritizing the City's policy areas of focus, as well as aligning specific projects and initiatives in support of the City's mission. The final Strategic Priorities selected were: (1) *Environmental Leadership*, (2) *Fiscal Resiliency*, (3) *Public Safety & Emergency Preparedness*, (4) *Recreation, Youth & Senior Services*, (5) *Organizational Excellence*, and (6) *Development & Infrastructure*.

To accomplish the adopted Strategic Priorities, the City Council also approved the fiscal year 2022/23 Workplan, which outlines staff action items and due dates towards the accomplishment of 12 Objectives to be carried out by the end of the fiscal year. As a result, the Workplan provides the benefit of properly allocating City resources and staff time, while also measuring project performance and staff deliverables throughout the year.

DISCUSSION:

This report serves as a progress update on the FY 2022/23 Strategic Priorities. The following is a brief summary on the status of each Objective:

OBJECTIVE 1: IDENTIFY POTENTIAL REAL PROPERTY ACQUISITIONS FOR THE PURPOSES OF FUTURE PARKLAND OR OPEN SPACE DESIGNATION.

Over the last year, the City Council has directed staff to consider several properties that could be zoned as parkland or open space. The Open Space Committee convened in April to prioritize potential properties and direct staff on the acquisition of parcels. Staff will continue efforts to acquire property once further direction is received from the City Council.

OBJECTIVE 2: DEVELOP A WATER RESILIENCE PLAN OUTLINING STRATEGIES TO INCREASE THE CITY'S DROUGHT PREPAREDNESS, LOCAL WATER SELF-RELIANCE, AND PLANTING OF NATIVE VEGETATION (INCLUDING MILKWEED FOR MONARCH BUTTERFLY HABITATS).

Water Reduction – Under the 2022 emergency drought conditions, the City met or exceeded all State and LVMWD imposed water restrictions. Effective June 2023, all water restrictions have been eliminated due to above average water reservoir and snow pack levels. In an effort to continue the City's efforts to be water-wise, the City has maintained reductions for all City parks, medians, and parkways.

Landscape Transition to Drought Tolerant Plants –

- Phase 1 of the Mulholland Highway Gap Closure and Shoulder Improvements projects included the removal of turf, conversion of irrigation systems, and installation of drought tolerant plants.
- Thousand Oaks Blvd. was partially transitioned through the installation of drought tolerant trees and modification/shutoff of irrigation. Thousand Oaks Blvd. will continue its transition after the allocation of additional funds in fiscal year 2023/24.
- The south section of the Lost Hills median adjacent to De Anza Park has been transitioned to drought tolerant plants and stone.
- The Calabasas Tennis and Swim entry transition to drought tolerant plants is 50% complete. Project work will continue after the allocation of additional funds in fiscal year 2023/24.
- The Calabasas Civic Center transition to drought tolerant plants is 20% complete. Project work will continue after the allocation of additional funds in fiscal year 2023/24.

OBJECTIVE 3: CREATE AN ECONOMIC DEVELOPMENT PLAN TO ATTRACT BUSINESSES, FILL VACANT PROPERTIES, AND PROMOTE ADVANTAGES OF CONDUCTING BUSINESS IN CALABASAS.

The City has designated the Community Development Director as the primary point of contact for Chamber of Commerce and Valley Economic Alliance, who successfully spotlighted the benefits of conducting business in Calabasas at last year's Valley Economic Alliance Forum. The City also provided complimentary use of the Civic Center to host events for the Calabasas Film Festival, Chamber Spooky Fiesta, and Chamber Silent Auction events.

Staff and the Chamber of Commerce have started negotiations for a new agreement in which the Chamber would conduct an annual business satisfaction survey and manage a dedicated webpage on *How to Start a Business in Calabasas*. Both items will be incorporated into the new agreement that staff anticipates is finalized by the September 2023.

OBJECTIVE 4: CONDUCT A FEASIBILITY STUDY REGARDING THE STATIONING OF CELL TOWERS ON PUBLICLY OWNED SITES TO EXPAND COVERAGE AREAS.

Staff will be reviewing proposals for the stationing of cell towers on public with the Wireless Committee on June 26. After receiving direction, staff will present the Committee recommendation to the Communications and Technology Commission, followed by the City Council for final approval.

OBJECTIVE 5: DEVELOP A CITY READINESS & EDUCATION INITIATIVE FOR EARTHQUAKE AND FIRE EMERGENCIES. SUPPORT HOME HARDENING PROGRAMS, FIRE SAFE COUNCILS, AND EMERGENCY EQUIPMENT PROCUREMENT.

Emergency Communication

The City coordinated with LA County Office of Emergency Management to successfully launch Zonehaven for LVMCOG cities on October 24, 2022. Following this launch, the City continues to promote the "Know Your Zone" campaign to residents and continues to create new City policies that align with the Zonehaven emergency response notification system. City staff continues regular meetings with EPIC, to coordinate on emergency preparedness matters related to emergency communication and home hardening.

Infrastructure

- The City's AM radio repeater has been modified to allow internet and remote access, as well as solar power battery backup.

- The mobile Emergency Operations Center has been ordered but is backordered until Sep 2023.
- On May 31 the City Council adopted the Woolsey Fire Spending Plan, which included the purchase of 50 battery backup devices for medical baseline and critical care residents

OBJECTIVE 6: REVIEW LOS ANGELES SHERIFF DEPARTMENTS SERVICES AND CONSIDER OPPORTUNITIES TO REALIGN FUNDING AND SERVICES, WITH SPECIFIC FOCUS ON OPEN SPACE BREAK-INS, HOA/NEIGHBORHOOD WATCH COORDINATION, AND REMEDIATION OF STREET RACING.

Staff has met regularly with the Lost Hills Captain to discuss public safety priorities, including those related to on school safety, residential burglaries, and street racing.

In April, staff, the Lost Hills Captain, and Los Angeles County Sheriff Contract Division met to discuss the City's current Sheriff's contract. Staff requested a detailed overview of contract expenses and services, as well as the review of the allotment of Sheriff deputy hours for patrol, motor and J-Team assignments. Staff will present the new Sheriff's Department contract, including proposed service levels, at the June 28 City Council meeting.

Staff are coordinating with the Lost Hills Captain to discuss the Realtime Crime and Disaster Center and its pilot Virtual Patrol Deputy program that would leverage private sector technology to address current public safety concerns. Staff will also be utilizing the services of a public safety consulting firm to review the City's current public safety landscape and to collaborate on innovative solutions.

OBJECTIVE 7: REOPEN THE AGOURA HILLS CALABASAS COMMUNITY CENTER.

Roof repair work started in May 2023, with general repair and maintenance work also ongoing. Due to funding delays related to federal wage compliance requirements, staff anticipates a facility reopening date at the beginning of 2024. In the interim, staffing and programming are being coordinated.

OBJECTIVE 8: CONDUCT FEASIBILITY STUDY OF ADDING BASKETBALL COURTS, SOCCER FIELDS, OR SKATE PARKS TO IMPROVE RECREATION PROGRAMS AND OPPORTUNITIES FOR TEENAGERS.

A contract with Pros Consulting was executed in April 2023 with an expected completion date of August 2023. Staff will present results to the Parks,

Recreation, and Education Commission and City Council before end of the 2023 calendar year.

OBJECTIVE 9: UPGRADE PLAYGROUND EQUIPMENT, TRAILS, AND PATHWAYS AT CITY PARKS.

Gates Canyon Park replacement is ongoing. Staff is working with Little Tykes to finalize the design phase and expects Brandon's Village demolition to occur by late Fall 2023.

The RPOSD grant for the refurbishment the De Anza Park court will be submitted to the City Council in August 2023.

The preliminary design of the Freedom Park redesign will be presented to the Parks, Education, and Recreation Commission in October 2023.

OBJECTIVE 10: COMPLETE A FULL AND PERMANENT BUILD OUT OF WILD WALNUT PARK TO INCLUDE A DOG AND CHILDREN'S PARK.

In Aug 2022, City Council approved moving approximately \$700K in CIP funding from fiscal years 2023 and 2024 into 2022 for a total of \$800K for the Wild Walnut Park improvements. Infrastructure improvements made to the Park include included the parking lot, retaining walls, sidewalk, and storm drains.

Staff are preparing the project bid packet and will issue in July 2023, with staff expecting construction start in Fall 2023.

OBJECTIVE 11: COMPLETE ANNEXATION OF CRAFTSMAN'S CORNER. DEVELOP A PLAN TO ANNEX OTHER PROPERTIES WITHIN THE CITY'S SPHERE OF INFLUENCE.

Staff met with the CEO's Office to develop draft terms for the property transfer, including a review of the tax sharing agreement. Staff has completed review, provided comments back to CEO's office, and is waiting for additional comments from Hidden Hills and the County.

OBJECTIVE 12: PROVIDE OPTIONS THAT ALLOW FOR THE RELIEF OF TRAFFIC CONGESTION WITHIN THE CITY.

In April staff received \$169,300 in grants to fund intersection improvements recommend by the LRSP. Staff will present budget amendment, contract award, and projects overview before the end of calendar year 2023.

FISCAL IMPACT/SOURCE OF FUNDING:

There is no fiscal impact, as this item is being presented to the City Council for informational purposes only.

REQUESTED ACTION:

Staff recommends that the City Council receive and file this progress update on the FY 22/23 Strategic Priorities.

ATTACHMENTS:

1. Fiscal Year 2022/23 Strategic Priorities Workplan

CITY OF CALABASAS
STRATEGIC PRIORITIES WORKPLAN
FISCAL YEAR 2022-23



ENVIRONMENTAL LEADERSHIP

OBJECTIVE 1: Identify potential real property acquisitions for the purposes of future parkland or open space designation.

FISCAL IMPACT: COST OF PROPERTY ACQUISITION, TBD

LEAD DEPARTMENT: CD & CM

#	ACTION ITEM	DUE	COMMENTS	STATUS
1.1	Review properties identified in the General Plan's Open Space Element for potential acquisition.	8/22	Staff has identified several properties available for purchase that are consistent with the General Plan.	Complete
1.2	Partner with the Santa Monica Mountains Conservancy and the Mountains Restoration Trust to initiate discussions with counterparties regarding prospects for acquisition.	11/22	Staff has engaged in preliminary discussions with three property owners regarding potential interest in having their land acquired. Staff plans to initiate discussions with another property owner before July 1.	Complete
1.3	Present potential acquisition properties to the Environmental Commission and Planning Commission for General Plan conformance. Present to the City Council for final review, approval, and funding appropriation.	3/23	The Open Space Committee met in April and directed staff to prioritize the potential acquisition parcels.	In Progress
1.4	Complete property transfer requirements and retire development rights.	6/23		Delayed

CITY OF CALABASAS
STRATEGIC PRIORITIES WORKPLAN
FISCAL YEAR 2022-23



ENVIRONMENTAL LEADERSHIP

OBJECTIVE 2: Develop a Water Resilience Plan outlining strategies to increase the City's drought preparedness, local water self-reliance, and planting of native vegetation (including milkweed for Monarch Butterfly habitats).

FISCAL IMPACT: \$150,000

LEAD DEPARTMENT: PW

#	ACTION ITEMS	DUE	COMMENTS	STATUS
2.1	Reduce all water use in City parks and medians by 15%	7/21		Complete
2.2	Reduce all water use in City parks and medians by an additional 15% from July 2021 levels.	12/21		Complete
2.3	Reduce all potable water areas of landscape to one (1) day a week, and all reclaim areas to three (3) days a week.	5/22		Complete
2.4	Provide water conservation and drought tolerant plant use update to the Sustainability Taskforce and receive input for recommendations to provide to the City Council.	5/22	Staff presented water conservation and drought tolerant plant recommendations to the Sustainability Taskforce on 5/23/22. Staff received direction and was asked to present the recommendations to the full City Council for adoption.	Complete
2.5	Present the City's Water Conservation Efforts Plan to the City Council for direction and approval.	6/22	Staff presented Committee approved water conservation and drought tolerant plant recommendations to the City Council on 6/8/22. After extensive discussion, direction was provided to staff to move forward with implementation.	Complete

CITY OF CALABASAS
STRATEGIC PRIORITIES WORKPLAN
FISCAL YEAR 2022-23



ENVIRONMENTAL LEADERSHIP

OBJECTIVE 2: Develop a Water Resilience Plan outlining strategies to increase the City's drought preparedness, local water self-reliance, and planting of native vegetation (including milkweed for Monarch Butterfly habitats).

FISCAL IMPACT: \$150,000

LEAD DEPARTMENT: PW

#	ACTION ITEMS	DUE	COMMENTS	STATUS
2.6	Enact City Council approved water conservation and drought tolerant planting strategy.	6/23	Several Water Resilience Plan projects have been completed. Remaining projects will continue into fiscal year 23/24 with the appropriation of additional funding.	In Progress

CITY OF CALABASAS
STRATEGIC PRIORITIES WORKPLAN
FISCAL YEAR 2022-23



FISCAL RESILIENCY

OBJECTIVE 3: Create an economic development plan to attract businesses, fill vacant properties, and promote advantages of conducting business in Calabasas.

FISCAL IMPACT: STAFF TIME		LEAD DEPARTMENT: CM & AS		
#	ACTION ITEMS	DUE	COMMENTS	STATUS
3.1	Designate one staff position as the primary point of contact for economic development and business related matters.	10/22	Community Development staff have been assigned as liaisons to the Chamber of Commerce and Valley Economic Alliance for economic development and business related matters.	Complete
3.2	Conduct a business satisfaction survey to evaluate existing efforts related to businesses attraction, retention, and permit/customer services issues, and discover new ideas for supporting growth.	10/22	Staff and the Chamber have started negotiations for a new agreement that would require the Chamber to conduct an annual business satisfaction survey. The new agreement is expected to be finalized in Sep 2023.	In Progress
3.3	Create a dedicated City webpage used to improve branding of Calabasas as a desirable place to conduct business. Create a step-by-step guide on "How to Start a Business in Calabasas".	10/22	Staff and the Chamber have started negotiations for a new agreement that would require the Chamber host a "How to Start a Business in Calabasas" on the Chamber website. The new agreement is expected to be finalized in Sep 2023.	In Progress
3.4	Strengthen coordination with the Valley Economic Alliance and Valley Industry & Commerce Association on economic development initiatives focused on cultivating innovative businesses and attracting a highly competent workforce to Calabasas.	6/23	Community Development Director spotlighted the benefits of conducting business in Calabasas at a July 2022 Valley Economic Alliance forum. CD staff routinely coordinate with VEA and Chamber regarding Calabasas commercial leasing opportunities.	Complete

CITY OF CALABASAS
STRATEGIC PRIORITIES WORKPLAN
FISCAL YEAR 2022-23



FISCAL RESILIENCY

OBJECTIVE 3: Create an economic development plan to attract businesses, fill vacant properties, and promote advantages of conducting business in Calabasas.

FISCAL IMPACT: STAFF TIME		LEAD DEPARTMENT: CM & AS		
#	ACTION ITEMS	DUE	COMMENTS	STATUS
3.5	Offer support, such as complimentary meeting spaces and advertising, for new businesses relocating to Calabasas. Increase ways for businesses to participate in City held or coordinated events throughout the year.	6/23	The City provided complimentary use of the Civic Center to host events for the Calabasas Film Festival, Chamber Spooky Fiesta, and Chamber Silent Auction events.	Complete

CITY OF CALABASAS
STRATEGIC PRIORITIES WORKPLAN
FISCAL YEAR 2022-23



PUBLIC SAFETY & EMERGENCY PREPAREDNESS

OBJECTIVE 4: Conduct a feasibility study regarding the stationing of cell towers on publicly owned sites to expand coverage areas.

FISCAL IMPACT: STAFF TIME		LEAD DEPARTMENT: CD		
#	ACTION ITEMS	DUE	COMMENTS	STATUS
4.1	Identify City owned properties that could potentially accommodate wireless facilities.	9/22	Staff met with the Wireless Committee on Aug 2022 to recommend (9) nine potential City owned properties that could accommodate wireless facilities.	Complete
4.2	Prepare and release a Request for Proposals (RFP) seeking the services of wireless carriers to develop, install, and manage wireless telecommunications facilities on a City owned properties.	12/22	A Request for Proposals (RFP) was published in Sep 2022 and concluded Dec 2022.	Complete
4.3	Accept and evaluate wireless carrier project proposals.	4/23	City staff received proposals and is meeting with Wireless Committee on June 26 to discuss and evaluate bids.	Complete
4.4	Review project proposals with the Communications and Technology Commission and the City Council.	6/23	After receiving direction from Wireless Committee, staff will schedule a discussion item with the Communications and Technology Commission and City Council.	In Progress

CITY OF CALABASAS
STRATEGIC PRIORITIES WORKPLAN
FISCAL YEAR 2022-23



PUBLIC SAFETY & EMERGENCY PREPAREDNESS

OBJECTIVE 5: Develop a City Readiness & Education Initiative for Earthquake and Fire emergencies. Support home hardening programs, fire safe councils, and emergency equipment procurement.

FISCAL IMPACT: \$50,000 (GRANT FUNDED)

LEAD DEPARTMENT: ES

#	ACTION ITEMS	DUE	COMMENTS	STATUS
5.1	Conduct a "soft launch" of Zonehaven. Promote the "Know Your Zone" campaign throughout the community. Present updates to the City Council, Public Safety Commission, and Homeowners Association Presidents.	9/22	LA County OEM cancelled plans to "soft launch" Zonehaven.	Complete
5.2	Coordinate with LA County to formally launch Zonehaven.	10/22	The City is coordinating with LA County OEM to formally launch Zonehaven for LVMCOG cities on 10/24/22.	Complete
5.3	In coordination with the LA County Fire Department, produce a series of short education videos promoting the benefits of the City's home hardening program.	7/22	City staff produced (5) five short videos with LA County Fire to educate residents on the benefits of home hardening and defensible space.	Complete
5.4	Establish regular meeting schedule with EPIC. Identify potential uses of Santa Monica Mountains Conservancy grant, including the expansion of fire safe councils.	6/23	City staff has scheduled quarterly meetings with EPIC to coordinate on emergency preparedness matters. Emergency operations projects from the SMMC grant are progressing according to schedule.	Complete
5.5	Train staff on the use of the City's newly acquired mobile Emergency Operations Center.	6/23	The delivery of the mobile Emergency Operations Center has been backordered until Sep 2023.	In Progress
5.6	Harden the City's repeater site with solar battery backup and upgrade the City's AM radio station.	5/22	Solar battery backup has been installed at the City's repeater site as of June 2022. City staff have installed internet and remote access to the City's AM radio station.	Complete

CITY OF CALABASAS
STRATEGIC PRIORITIES WORKPLAN
FISCAL YEAR 2022-23



PUBLIC SAFETY & EMERGENCY PREPAREDNESS

OBJECTIVE 5: Develop a City Readiness & Education Initiative for Earthquake and Fire emergencies. Support home hardening programs, fire safe councils, and emergency equipment procurement.

FISCAL IMPACT: \$50,000 (GRANT FUNDED)

LEAD DEPARTMENT: ES

#	ACTION ITEMS	DUE	COMMENTS	STATUS
5.7	Present recommendations to the Public Safety/Emergency Preparedness Taskforce, City Council, and other stakeholders on ways the City could assist Calabasas medical baseline and critical care customers acquire battery backup devices.	4/23	On May 31 the City Council adopted the Woolsey Fire Spending Plan appropriating funding for the purchase of 50 battery backup devices to distribute to medical baseline and critical care residents.	Complete

CITY OF CALABASAS
STRATEGIC PRIORITIES WORKPLAN
FISCAL YEAR 2022-23



PUBLIC SAFETY & EMERGENCY PREPAREDNESS

OBJECTIVE 6: Review Los Angeles Sheriff Departments services and consider opportunities to realign funding and services, with specific focus on open space break-ins, HOA/neighborhood watch coordination, and remediation of street racing.

FISCAL IMPACT: STAFF TIME		LEAD DEPARTMENT: CM & ES		
#	ACTION ITEMS	DUE	COMMENTS	STATUS
6.1	Meet with the new Lost Hills Sheriff's Department Captain to discuss the City's public safety priorities and perceived service deficiencies.	9/22	Throughout the fiscal year, staff has met regularly with the Lost Hills Captain to discuss public safety priorities, including those related to on school safety, residential burglaries, and street racing.	Complete
6.2	Analyze current Sheriff's Department service levels and recommend fair apportionment of costs.	9/22	In April, staff met with the Lost Hills Captain and Los Angeles County Sheriff Contract Division to discuss the City's contracted services. Staff was provided a detailed overview of contract expenses and services provided. Staff also requested a review of the allotment of Sheriff deputy hours to better address public safety priorities, including of patrol, motor and J-Team assignments. Staff will present the new Sheriff's Department contract, including proposed service levels, at the June 28 City Council meeting.	Complete

CITY OF CALABASAS
STRATEGIC PRIORITIES WORKPLAN
FISCAL YEAR 2022-23




PUBLIC SAFETY & EMERGENCY PREPAREDNESS

OBJECTIVE 6: Review Los Angeles Sheriff Departments services and consider opportunities to realign funding and services, with specific focus on open space break-ins, HOA/neighborhood watch coordination, and remediation of street racing.

FISCAL IMPACT: STAFF TIME		LEAD DEPARTMENT: CM & ES		
#	ACTION ITEMS	DUE	COMMENTS	STATUS
6.4	Discuss additional opportunities for collaboration on priorities, community engagement, and community based policing improvements.	6/23	<p>Staff are coordinating with the Lost Hills Captain to discuss the Realtime Crime and Disaster Center and its pilot Virtual Patrol Deputy program that would leverage private sector technology to address current public safety concerns.</p> <p>Staff will also be utilizing the services of a public safety consulting firm to review the City's current public safety landscape and to collaborate on innovative solutions.</p>	In Progress

CITY OF CALABASAS
STRATEGIC PRIORITIES WORKPLAN
FISCAL YEAR 2022-23

 RECREATION, YOUTH, AND SENIOR SERVICES				
OBJECTIVE 7: Reopen the Agoura Hills Calabasas Community Center.				
FISCAL IMPACT: \$2,000,000 (GRANT FUNDED)			LEAD DEPARTMENT: CS	
#	ACTION ITEMS	DUE	COMMENTS	STATUS
7.1	Issue a Request for Proposals (RFP) for project management services for the roof replacement project.	3/22	Staff secured project management services from TKE Engineering in March 2022.	Complete
7.2	Issue a Request for Proposals (RFP) to secure a roof contractor.	10/22	In Sep 2022, the City received (3) three roof replacement bids ranging from \$1.3 - \$1.5M.	Complete
7.3	Secure grant funding for roof and general repairs/improvements to the AHCCC.	10/22	The City will have access to approximately \$2M in grants due to awards from Supervisor Kuehl's Office, County Regional Open Space and Park District, and earmarked Federal funds. \$1M of County funds will utilized for the roof project.	Complete
7.4	Complete roof repair, general repair, and maintenance of the AHCCC.	6/23	Roof repair work started in May 2023, general repair and maintenance is ongoing. Due to funding delays related to federal wage compliance requirements, staff anticipates a facility reopening date at the beginning of 2024.	In Progress

CITY OF CALABASAS
STRATEGIC PRIORITIES WORKPLAN
FISCAL YEAR 2022-23



RECREATION, YOUTH, AND SENIOR SERVICES

OBJECTIVE 8: Conduct feasibility study of adding basketball courts, soccer fields, or skate parks to improve recreation programs and opportunities for teenagers.

FISCAL IMPACT: \$100,000

LEAD DEPARTMENT: CS

#	ACTION ITEMS	DUE	COMMENTS	STATUS
8.1	Issue a Request for Proposals (RFP) for a public outreach consultant to assess the programming needs of the Agoura Hills Calabasas Community Center and Community Services Department.	10/22	City received one bid for feasibility study RFP in Oct 2022. Due to higher than anticipated costs, staff revised RFP, issued again and selected Pros Consulting in March 2023.	Complete
8.2	Prepare teen programming and implementation plan and present to the Parks, Recreation, and Education Commission and City Council for review.	1/23	Contract was executed in April 2023 with an expected completion date is August 2023. Staff will present results to the Parks, Recreation, and Education Commission and City Council before end of 2023 calendar year.	In Progress

CITY OF CALABASAS
STRATEGIC PRIORITIES WORKPLAN
FISCAL YEAR 2022-23



RECREATION, YOUTH, AND SENIOR SERVICES

OBJECTIVE 9: Upgrade playground equipment, trails, and pathways at City parks.

FISCAL IMPACT: \$1,025,000 (BUDGETED IN CIP)

LEAD DEPARTMENT: CS

#	ACTION ITEMS	DUE	COMMENTS	STATUS
9.1	Present Gates Canyon playground equipment replacement plan and budget to City Council for approval.	9/22	The Gates Canyon budget and replacement plan was approved by the City Council on 09/25/22.	Complete
9.2	Determine safety needs and timeline for replacement of playground equipment at remaining City parks.	10/22	City has appropriated \$1.2M for fiscal year 22/23 for the replacement of play structures at Gates Canyon, De Anza, Wild Walnut and Freedom Parks. Gates Canyon Park replacement is ongoing. Staff is working with Little Tykes to finalize the design phase and expects Brandon's Village demolition to occur by late Fall 2023.	Complete
9.3	Start replacement or repair of playground equipment in accordance with adopted Capital Improvement Plans.	6/23	The RPOSD grant for the refurbishment the De Anza Park court will be submitted to the City Council in August 2023. The preliminary design of the Freedom Park redesign will be presented to the Parks, Education, and Recreation Commission in October 2023	In Progress

CITY OF CALABASAS
STRATEGIC PRIORITIES WORKPLAN
FISCAL YEAR 2022-23



RECREATION, YOUTH, AND SENIOR SERVICES

OBJECTIVE 10: Complete a full and permanent build out of Wild Walnut Park to include a dog and children's park.

FISCAL IMPACT: \$287,000 (FUNDED IN CIP)		LEAD DEPARTMENT: CS		
#	ACTION ITEMS	DUE	COMMENTS	STATUS
10.1	Conduct modification of site plan for value engineering.	10/22	Staff presented a modified site plan to the City Council on 8/24/22. Direction was provided to revise the site plan further, seek public input, and present to Parks, Recreation, and Education Commission.	Complete
10.2	Conduct public outreach on site plan modification and amenities. Present findings to the Parks, Recreation, and Education Commission.	11/22	Staff completed public outreach on proposed site plan modifications in Feb 2023.	Complete
10.3	Present project scope and budget to City Council for approval.	8/22	In Aug 2022, City Council approved moving approximately \$700K in CIP funding from fiscal years 2023 and 2024 into 2022 for a total of \$800K for the project.	Complete
10.4	Prepare and issue a Request for Proposals (RFP) for construction of Wild Walnut Park.	1/23	Staff are preparing bid packet and will issue by July 2023.	In Progress
10.5	Obtain City Council approval to award contract to construct and complete Wild Walnut Park project.	2/23	Staff expects to award the construction contract in Fall 2023.	In Progress

CITY OF CALABASAS
STRATEGIC PRIORITIES WORKPLAN
FISCAL YEAR 2022-23



DEVELOPMENT & INFRASTRUCTURE

OBJECTIVE 11: Complete annexation of Craftsman's Corner. Develop a plan to annex other properties within the City's sphere of influence.

FISCAL IMPACT: STAFF TIME		LEAD DEPARTMENT: CD & CM		
#	ACTION ITEMS	DUE	COMMENTS	STATUS
11.1	Work with Finance Department and City Attorney to finalize a Draft Tax Exchange Agreement with LA County. Engage in negotiations with the City of Hidden Hills and L.A County.	10/22	Staff met with the CEO's Office to develop draft terms for the property transfer, including a review of the tax sharing agreement. Staff has completed review, provided comments back to CEO's office, and is waiting for Hidden Hills to review.	Complete
11.2	Update and finalize annexation application with Los Angeles Local Agency Formation Commission (LAFCO).	11/22	Staff will be meeting with LAFCO counterparts to review and update the annexation application materials.	In Progress
11.3	Conduct public and property owner outreach in advance of public meetings and hearings.	1/23	In April, staff conducted a postcard survey to all property owners and residents within the Craftsman's Corner annexation territory.	Complete
11.4	Engage in LAFCO public hearings (including protest hearings).	6/23		Delayed

CITY OF CALABASAS
STRATEGIC PRIORITIES WORKPLAN
FISCAL YEAR 2022-23



DEVELOPMENT & INFRASTRUCTURE

OBJECTIVE 12: Provide options that allow for the relief of traffic congestion within the City.

FISCAL IMPACT: \$50,000 (GRANT FUNDED)		LEAD DEPARTMENT: PW		
#	ACTION ITEMS	DUE	COMMENTS	STATUS
12.1	Completion of the Local Road Safety Plan (LRSP).	6/22	Action item combined with 12.2 below.	Complete
12.2	Identify and prioritize projects as recommended in the LRSP.	7/22	Staff presented the final Local Roadway Safety Plan (LRSP) and recommended projects to the City Council on 8/10/22.	Complete
12.3	Research funding opportunities to complete high priority projects.	9/22	Staff reviewed the following grants: Active Transportation Program (ATP), Highway Safety Improvement Program (HSIP), and Safe Streets and Roads for All (SS4A).	Complete
12.4	Submit applications to federal, state and local grant funding.	2/23	Staff applied for Highway Safety Improvement Program (HSIP) funds in Sep 2022.	Complete
12.5	Present grant award and recommended projects to City Council for approval.	6/23	In April staff received \$169,300 in grants to fund intersection improvements recommend by the LRSP. Staff will present budget amendment, contract award, and projects overview before the end of calendar year 2023.	In Progress



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING
Reporting Period: 05/13/2023 to 06/16/2023

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
Administrative Services					
116505	6/14/2023	CIVICPLUS, LLC	PUBLICATIONS-MUNICIPAL CODE	3,243.00	Administrative Services
116505	6/14/2023	CIVICPLUS, LLC	PUBLICATIONS-MUNICIPAL CODE	1,595.00	Administrative Services
116341	5/17/2023	US BANK	TRAINING/REFRESHMENTS/SUPPLIES	1,500.00	Administrative Services
116296	5/17/2023	APPLE ONE	TEMP STAFFING-RECEPTIONIST	1,178.00	Administrative Services
116350	5/24/2023	APPLE ONE	TEMP STAFFING-RECEPTIONIST	1,178.00	Administrative Services
116408	5/31/2023	APPLE ONE	TEMP STAFFING-RECEPTIONIIST	1,178.00	Administrative Services
116457	6/7/2023	APPLE ONE	TEMP STAFFING-RECEPTIONIST	1,178.00	Administrative Services
116457	6/7/2023	APPLE ONE	TEMP STAFFING-RECEPTIONIST	1,133.83	Administrative Services
116529	6/14/2023	NELLI/NATALIA//	TRAVEL REIMBURSEMENT	574.59	Administrative Services
116326	5/17/2023	MUNICIPAL RESOURCE GROUP, LLC	HR SERVICES	337.50	Administrative Services
116341	5/17/2023	US BANK	TRAINING/ADVERTISING/SUPPLIES	260.00	Administrative Services
116426	5/31/2023	HERNANDEZ/MARICELA//	REIMBURSEMENT-CLERK CONFERENCE	157.62	Administrative Services
116541	6/14/2023	US BANK	SUPPLIES/CONFERENCE/FEES	134.02	Administrative Services
116541	6/14/2023	US BANK	ADVERTISING/LIVESCANS/PHYSICAL	119.60	Administrative Services
116341	5/17/2023	US BANK	TRAINING/ADVERTISING/SUPPLIES	100.00	Administrative Services
116541	6/14/2023	US BANK	ADVERTISEMENT/REFRESHMENTS	75.00	Administrative Services
116541	6/14/2023	US BANK	ADVERTISING/LIVESCANS/PHYSICAL	68.18	Administrative Services
116341	5/17/2023	US BANK	TRAINING/ADVERTISING/SUPPLIES	51.00	Administrative Services
116541	6/14/2023	US BANK	ADVERTISING/LIVESCANS/PHYSICAL	51.00	Administrative Services
116341	5/17/2023	US BANK	TRAINING/ADVERTISING/SUPPLIES	45.87	Administrative Services
116341	5/17/2023	US BANK	OFFICE SUPPLIES	38.17	Administrative Services
116541	6/14/2023	US BANK	SUPPLIES/CONFERENCE/FEES	31.75	Administrative Services
116529	6/14/2023	NELLI/NATALIA//	MILEAGE REIMBURSEMENT	17.03	Administrative Services
116341	5/17/2023	US BANK	OFFICE SUPPLIES	5.35	Administrative Services
Total Amount for 24 Line Item(s) from Administrative Services				\$14,250.51	
Boards and Commissions					
116341	5/17/2023	US BANK	TRAINING/REFRESHMENTS/SUPPLIES	272.36	Boards and Commissions
116541	6/14/2023	US BANK	SUPPLIES/CONFERENCE/FEES	131.39	Boards and Commissions
116541	6/14/2023	US BANK	SUPPLIES/CONFERENCE/FEES	109.63	Boards and Commissions
116341	5/17/2023	US BANK	TRAINING/REFRESHMENTS/SUPPLIES	107.72	Boards and Commissions
116541	6/14/2023	US BANK	SUPPLIES/CONFERENCE/FEES	56.94	Boards and Commissions
Total Amount for 5 Line Item(s) from Boards and Commissions				\$678.04	

City Attorney



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING
Reporting Period: 05/13/2023 to 06/16/2023

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
116364	5/24/2023	COLANTUONO, HIGHSMITH &	CONTRACTUAL SVC/LEGAL MATTERS	26,650.43	City Attorney
116427	5/31/2023	HOPKINS & CARLEY	HR LEGAL SERVICES	6,840.00	City Attorney
116364	5/24/2023	COLANTUONO, HIGHSMITH &	CONTRACTUAL SVC/LEGAL MATTERS	2,200.00	City Attorney
116523	6/14/2023	LIEBERT CASSIDY WHITMORE	HR LEGAL SERVICES	1,936.50	City Attorney
116364	5/24/2023	COLANTUONO, HIGHSMITH &	CONTRACTUAL SVC/LEGAL MATTERS	725.00	City Attorney
116364	5/24/2023	COLANTUONO, HIGHSMITH &	CONTRACTUAL SVC/LEGAL MATTERS	400.00	City Attorney
116364	5/24/2023	COLANTUONO, HIGHSMITH &	CONTRACTUAL SVC/LEGAL MATTERS	50.00	City Attorney
Total Amount for 7 Line Item(s) from City Attorney				\$38,801.93	

City Council

116504	6/14/2023	CITY OF AGOURA HILLS	COG	10,710.00	City Council
116332	5/17/2023	PROMPTERS PRO INC.	SOTC TELEPROMPTER SERVICES	1,900.00	City Council
116465	6/7/2023	BOZAJIAN/JAMES R.//	CCCA 2023 ANNUAL MUNICIPAL	1,347.13	City Council
116455	6/7/2023	ALBRECHT/EDWARD//	CCCA 2023 ANNUAL MUNICIPAL	1,187.34	City Council
116541	6/14/2023	US BANK	STORAGE/MEMBERSHIPS/SUPPLIES	487.03	City Council
116341	5/17/2023	US BANK	DONATIONS/REFRESHMENTS/FEES	314.68	City Council
116541	6/14/2023	US BANK	STORAGE/MEMBERSHIPS/SUPPLIES	300.00	City Council
116541	6/14/2023	US BANK	STORAGE/MEMBERSHIPS/SUPPLIES	300.00	City Council
116341	5/17/2023	US BANK	DONATIONS/REFRESHMENTS/FEES	285.44	City Council
116341	5/17/2023	US BANK	DONATIONS/REFRESHMENTS/FEES	224.00	City Council
116541	6/14/2023	US BANK	STORAGE/MEMBERSHIPS/SUPPLIES	224.00	City Council
116341	5/17/2023	US BANK	DONATIONS/REFRESHMENTS/FEES	215.89	City Council
116541	6/14/2023	US BANK	STORAGE/MEMBERSHIPS/SUPPLIES	206.57	City Council
116300	5/17/2023	BOZAJIAN/JAMES R.//	STORAGE BOXES/INK/TONER	197.94	City Council
116541	6/14/2023	US BANK	STORAGE/MEMBERSHIPS/SUPPLIES	190.10	City Council
116341	5/17/2023	US BANK	DONATIONS/REFRESHMENTS/FEES	157.34	City Council
116341	5/17/2023	US BANK	DONATIONS/REFRESHMENTS/FEES	152.14	City Council
116541	6/14/2023	US BANK	STORAGE/MEMBERSHIPS/SUPPLIES	150.00	City Council
116341	5/17/2023	US BANK	DONATIONS/REFRESHMENTS/FEES	136.82	City Council
116341	5/17/2023	US BANK	DONATIONS/REFRESHMENTS/FEES	133.22	City Council
116541	6/14/2023	US BANK	STORAGE/MEMBERSHIPS/SUPPLIES	123.56	City Council
116341	5/17/2023	US BANK	DONATIONS/REFRESHMENTS/FEES	116.02	City Council
116541	6/14/2023	US BANK	STORAGE/MEMBERSHIPS/SUPPLIES	111.37	City Council
116541	6/14/2023	US BANK	STORAGE/MEMBERSHIPS/SUPPLIES	102.96	City Council
116341	5/17/2023	US BANK	DONATIONS/REFRESHMENTS/FEES	100.00	City Council
116341	5/17/2023	US BANK	DONATIONS/REFRESHMENTS/FEES	100.00	City Council
116433	5/31/2023	KRASILOVSKY/ADAM//	CHS SENIOR SCHOLARSHIP	100.00	City Council



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 05/13/2023 to 06/16/2023

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
116433	5/31/2023	KRASILOVSKY/ADAM//	CHS SENIOR SCHOLARSHIP	100.00	City Council
116433	5/31/2023	KRASILOVSKY/ADAM//	CHS SENIOR SCHOLARSHIP	100.00	City Council
116433	5/31/2023	KRASILOVSKY/ADAM//	CHS SENIOR SCHOLARSHIP	100.00	City Council
116433	5/31/2023	KRASILOVSKY/ADAM//	CHS SENIOR SCHOLARSHIP	100.00	City Council
116448	5/31/2023	STEPENOSKY/SEAN//	CHS SENIOR SCHOLARSHIP	100.00	City Council
116448	5/31/2023	STEPENOSKY/SEAN//	CHS SENIOR SCHOLARSHIP	100.00	City Council
116448	5/31/2023	STEPENOSKY/SEAN//	CHS SENIOR SCHOLARSHIP	100.00	City Council
116448	5/31/2023	STEPENOSKY/SEAN//	CHS SENIOR SCHOLARSHIP	100.00	City Council
116448	5/31/2023	STEPENOSKY/SEAN//	CHS SENIOR SCHOLARSHIP	100.00	City Council
116448	5/31/2023	STEPENOSKY/SEAN//	CHS SENIOR SCHOLARSHIP	100.00	City Council
116437	5/31/2023	MAZAHERI/NICOLE//	CHS SENIOR SCHOLARSHIP	100.00	City Council
116437	5/31/2023	MAZAHERI/NICOLE//	CHS SENIOR SCHOLARSHIP	100.00	City Council
116437	5/31/2023	MAZAHERI/NICOLE//	CHS SENIOR SCHOLARSHIP	100.00	City Council
116437	5/31/2023	MAZAHERI/NICOLE//	CHS SENIOR SCHOLARSHIP	100.00	City Council
116437	5/31/2023	MAZAHERI/NICOLE//	CHS SENIOR SCHOLARSHIP	100.00	City Council
116541	6/14/2023	US BANK	STORAGE/MEMBERSHIPS/SUPPLIES	100.00	City Council
116541	6/14/2023	US BANK	STORAGE/MEMBERSHIPS/SUPPLIES	65.69	City Council
116541	6/14/2023	US BANK	STORAGE/MEMBERSHIPS/SUPPLIES	65.69	City Council
116546	6/14/2023	WEINTRAUB/ALICIA//	REIMBURSEMENT-CELL PHONE	60.00	City Council
116341	5/17/2023	US BANK	DONATIONS/REFRESHMENTS/FEES	47.90	City Council
116300	5/17/2023	BOZAJIAN/JAMES R.//	STORAGE BOXES/INK/TONER	34.96	City Council
116341	5/17/2023	US BANK	DONATIONS/REFRESHMENTS/FEES	26.40	City Council
116541	6/14/2023	US BANK	STORAGE/MEMBERSHIPS/SUPPLIES	26.34	City Council
Total Amount for 49 Line Item(s) from City Council				\$21,400.53	

City Management

116308	5/17/2023	CRISCOM PUBLIC RELATIONS INC	CONSULTING SERVICES	5,000.00	City Management
116507	6/14/2023	CRISCOM PUBLIC RELATIONS INC	CONSULTING SERVICES	5,000.00	City Management
116541	6/14/2023	US BANK	CONFERENCE/ DIN MEETING	808.29	City Management
116541	6/14/2023	US BANK	SUPPLIES/CONFERENCE/FEES	717.46	City Management
116341	5/17/2023	US BANK	WORKING LUNCH MEETINGS	461.80	City Management
116483	6/7/2023	MEIK/KINDON//	CCCA 2023 ANNUAL MUNICIPAL	212.43	City Management
116341	5/17/2023	US BANK	WORKING LUNCH MEETINGS	195.00	City Management
116341	5/17/2023	US BANK	WORKING LUNCH MEETINGS	130.00	City Management
116541	6/14/2023	US BANK	CONFERENCE/ DIN MEETING	90.89	City Management
116341	5/17/2023	US BANK	WORKING LUNCH MEETINGS	65.71	City Management
116541	6/14/2023	US BANK	SUPPLIES/CONFERENCE/FEES	30.00	City Management
116541	6/14/2023	US BANK	SUPPLIES/CONFERENCE/FEES	30.00	City Management



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING
Reporting Period: 05/13/2023 to 06/16/2023

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
116541	6/14/2023	US BANK	SUPPLIES/CONFERENCE/FEES	27.32	City Management
116341	5/17/2023	US BANK	WORKING LUNCH MEETINGS	17.50	City Management
116541	6/14/2023	US BANK	SUPPLIES/CONFERENCE/FEES	16.30	City Management
116541	6/14/2023	US BANK	SUPPLIES/CONFERENCE/FEES	-30.00	City Management
Total Amount for 16 Line Item(s) from City Management				\$12,772.70	

Civic Center O&M

116526	6/14/2023	MAJESTIC FIRE INC.	REPAIR OD BROKEN WATERLINE	13,950.00	Civic Center O&M
116445	5/31/2023	SOUTHERN CALIFORNIA EDISON	ELECTRIC BILL-04/23-05/23	8,285.88	Civic Center O&M
116445	5/31/2023	SOUTHERN CALIFORNIA EDISON	ELECTRIC BILL-04/23-05/23	6,699.23	Civic Center O&M
116449	5/31/2023	TUTTLE FAMILY ENTERPRISES, INC	JANITORIAL SUPPLIES	4,905.68	Civic Center O&M
116540	6/14/2023	TUTTLE FAMILY ENTERPRISES, INC	JANITORIAL SERVICE 05/23	4,905.68	Civic Center O&M
116540	6/14/2023	TUTTLE FAMILY ENTERPRISES, INC	JANITORIAL SERVICE 05/23	4,176.06	Civic Center O&M
116442	5/31/2023	SECURAL SECURITY CORP	STANDING OFFICER	3,883.56	Civic Center O&M
116527	6/14/2023	MESA ENERGY SYSTEMS INC	EMERGENCY REPAIR-SERVER HVAC	2,523.00	Civic Center O&M
116442	5/31/2023	SECURAL SECURITY CORP	STANDING OFFICER	1,941.78	Civic Center O&M
116493	6/7/2023	WAXIE SANITARY SUPPLY	JANITORIAL SUPPLIES	1,583.04	Civic Center O&M
116341	5/17/2023	US BANK	SUPPLIES/MAINTENANCE	1,445.40	Civic Center O&M
116334	5/17/2023	SOUTHERN CALIFORNIA GAS CO	04/23 GAS CHARGES	984.25	Civic Center O&M
116537	6/14/2023	SOUTHERN CALIFORNIA GAS CO	05/23 GAS CHARGES	984.25	Civic Center O&M
116493	6/7/2023	WAXIE SANITARY SUPPLY	JANITORIAL SUPPLIES	970.30	Civic Center O&M
116334	5/17/2023	SOUTHERN CALIFORNIA GAS CO	04/23 GAS CHARGES	795.78	Civic Center O&M
116537	6/14/2023	SOUTHERN CALIFORNIA GAS CO	05/23 GAS CHARGES	795.78	Civic Center O&M
116436	5/31/2023	LAS VIRGENES MUNICIPAL WATER	WATER- M# 0612190144/#07000738	771.92	Civic Center O&M
116370	5/24/2023	G & F LIGHTING SUPPLY CO.	LIGHTING REPLACEMENT-CH/LIB	728.80	Civic Center O&M
116370	5/24/2023	G & F LIGHTING SUPPLY CO.	LIGHTING REPLACEMENT-CH/LIB	728.79	Civic Center O&M
116436	5/31/2023	LAS VIRGENES MUNICIPAL WATER	WATER- M# 0612190144/#07000738	624.10	Civic Center O&M
116424	5/31/2023	GROWING ROOTS	INDOOR PLANT SERVICE	525.00	Civic Center O&M
116476	6/7/2023	GROWING ROOTS	INDOOR PLANT SERVICE	525.00	Civic Center O&M
116341	5/17/2023	US BANK	SUPPLIES/MAINTENANCE	449.96	Civic Center O&M
116370	5/24/2023	G & F LIGHTING SUPPLY CO.	CITY HALL LIGHTS	343.54	Civic Center O&M
116442	5/31/2023	SECURAL SECURITY CORP	PATROL CAR SERVICES	322.49	Civic Center O&M
116541	6/14/2023	US BANK	FUEL/MAINTENANCE SUPPLIES	314.28	Civic Center O&M
116442	5/31/2023	SECURAL SECURITY CORP	PATROL CAR SERVICES	288.66	Civic Center O&M
116362	5/24/2023	CHEM PRO LABORATORY, INC.	BLDG WATER HVAC MAINTENANCE	284.00	Civic Center O&M
116341	5/17/2023	US BANK	SUPPLIES/MAINTENANCE	268.32	Civic Center O&M
116317	5/17/2023	GROWING ROOTS	PLANT CARE 05/23 LIBRARY	265.00	Civic Center O&M



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 05/13/2023 to 06/16/2023

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
116476	6/7/2023	GROWING ROOTS	INDOOR PLANT SERVICE	265.00	Civic Center O&M
116442	5/31/2023	SECURAL SECURITY CORP	PATROL CAR SERVICES	261.61	Civic Center O&M
116341	5/17/2023	US BANK	SUPPLIES/MAINTENANCE	254.89	Civic Center O&M
116541	6/14/2023	US BANK	MAINTENANCE SUPPLIES	202.14	Civic Center O&M
116442	5/31/2023	SECURAL SECURITY CORP	PATROL CAR SERVICES	200.73	Civic Center O&M
116341	5/17/2023	US BANK	SUPPLIES/MAINTENANCE	197.08	Civic Center O&M
116385	5/24/2023	LIFTECH ELEVATOR SERVICES INC	ELEVATOR MAINTENANCE 05/23	195.00	Civic Center O&M
116385	5/24/2023	LIFTECH ELEVATOR SERVICES INC	ELEVATOR MAINTENANCE 05/23	195.00	Civic Center O&M
116535	6/14/2023	SOUTH COAST A.Q.M.D	HOT SPOTS PROGRAM FEE	153.23	Civic Center O&M
116341	5/17/2023	US BANK	SUPPLIES/MAINTENANCE	125.54	Civic Center O&M
116341	5/17/2023	US BANK	SUPPLIES/MAINTENANCE	125.51	Civic Center O&M
116541	6/14/2023	US BANK	FUEL/MAINTENANCE SUPPLIES	124.36	Civic Center O&M
116341	5/17/2023	US BANK	SUPPLIES/MAINTENANCE	90.29	Civic Center O&M
116341	5/17/2023	US BANK	SUPPLIES/MAINTENANCE	90.29	Civic Center O&M
116541	6/14/2023	US BANK	MAINTENANCE SUPPLIES	90.29	Civic Center O&M
116541	6/14/2023	US BANK	MAINTENANCE SUPPLIES	90.29	Civic Center O&M
116429	5/31/2023	INNER-I ...SECURITY IN FOCUS	MONTHLY MONITORING 05/23-07/23	90.00	Civic Center O&M
116541	6/14/2023	US BANK	FUEL/MAINTENANCE SUPPLIES	78.10	Civic Center O&M
116421	5/31/2023	G & F LIGHTING SUPPLY CO.	LIGHTS FOR VETERAN GARDEN	57.47	Civic Center O&M
116442	5/31/2023	SECURAL SECURITY CORP	PATROL CAR SERVICES	40.00	Civic Center O&M
116541	6/14/2023	US BANK	MAINTENANCE SUPPLIES	38.04	Civic Center O&M
116341	5/17/2023	US BANK	FUEL/SUPPLIES	32.18	Civic Center O&M
116341	5/17/2023	US BANK	FUEL/SUPPLIES	32.18	Civic Center O&M
116541	6/14/2023	US BANK	MAINTENANCE SUPPLIES	21.89	Civic Center O&M
116341	5/17/2023	US BANK	SUPPLIES/MAINTENANCE	15.81	Civic Center O&M
116541	6/14/2023	US BANK	MAINTENANCE SUPPLIES	12.02	Civic Center O&M
116541	6/14/2023	US BANK	MAINTENANCE SUPPLIES	9.40	Civic Center O&M
116541	6/14/2023	US BANK	FUEL/MAINTENANCE SUPPLIES	4.92	Civic Center O&M
116541	6/14/2023	US BANK	MAINTENANCE SUPPLIES	-449.96	Civic Center O&M
Total Amount for 59 Line Item(s) from Civic Center O&M				\$67,912.83	

Community Development

116388	5/24/2023	M6 CONSULTING, INC.	PLAN CHECK	55,850.14	Community Development
116388	5/24/2023	M6 CONSULTING, INC.	PERMIT TECHS	18,212.64	Community Development
116388	5/24/2023	M6 CONSULTING, INC.	INSPECTION	18,128.57	Community Development
116358	5/24/2023	CALABASAS CREST LTD	RENTAL ASSISTANCE	7,686.00	Community Development
116510	6/14/2023	DUDEK	CAROLYN GROVES	4,456.38	Community Development



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING
Reporting Period: 05/13/2023 to 06/16/2023

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
116466	6/7/2023	BUSS-SHELGER ASSOCIATES	APPRAISAL SERVICES	3,250.00	Community Development
116350	5/24/2023	APPLE ONE	TEMP STAFFING- ADMIN ASST	1,280.00	Community Development
116313	5/17/2023	DUDEK	OAK TREES	840.00	Community Development
116313	5/17/2023	DUDEK	OAK TREES	684.89	Community Development
116313	5/17/2023	DUDEK	OAK TREES	565.55	Community Development
116313	5/17/2023	DUDEK	OAK TREES	564.89	Community Development
116470	6/7/2023	DAPEER, ROSENBLIT & LITVAK	CODE ENFORCEMENT PROSECUTOR	514.82	Community Development
116341	5/17/2023	US BANK	GAS/FEES	480.00	Community Development
116313	5/17/2023	DUDEK	OAK TREES	444.89	Community Development
116389	5/24/2023	MCCUNE/SHANNON//	RENTAL ASSISTANCE	262.00	Community Development
116390	5/24/2023	MEDVETSKY/LINA//	RENTAL ASSISTANCE	262.00	Community Development
116394	5/24/2023	PLACENCIO/JOLENE//	RENTAL ASSISTANCE	262.00	Community Development
116366	5/24/2023	CUSATO/JUDITH//	RENTAL ASSISTANCE	262.00	Community Development
116369	5/24/2023	FLEYSHMAN/ALBERT//	RENTAL ASSISTANCE	262.00	Community Development
116375	5/24/2023	HARWOOD/KIM//	RENTAL ASSISTANCE	262.00	Community Development
116403	5/24/2023	YAZDINIAN/SUSAN//	RENTAL ASSISTANCE	262.00	Community Development
116522	6/14/2023	LASERZONE INC	TONER-CDD (TOM B)/FINANCE	215.09	Community Development
116541	6/14/2023	US BANK	MEMBERSHIPS/REFRESHMENTS/GAS	145.00	Community Development
116341	5/17/2023	US BANK	SUPPLIES/REFRESHMENTS/ZOOM	127.80	Community Development
116470	6/7/2023	DAPEER, ROSENBLIT & LITVAK	CODE ENFORCEMENT PROSECUTOR	112.50	Community Development
116341	5/17/2023	US BANK	SUPPLIES/REFRESHMENTS/ZOOM	63.42	Community Development
116397	5/24/2023	STAPLES	OFFICE/KITCHEN SUPPLIES	40.18	Community Development
116541	6/14/2023	US BANK	MEMBERSHIPS/REFRESHMENTS/GAS	30.61	Community Development
116397	5/24/2023	STAPLES	OFFICE/KITCHEN SUPPLIES	17.94	Community Development
116341	5/17/2023	US BANK	SUPPLIES/REFRESHMENTS/ZOOM	16.79	Community Development
116341	5/17/2023	US BANK	SUPPLIES/REFRESHMENTS/ZOOM	16.79	Community Development
116541	6/14/2023	US BANK	MEMBERSHIPS/REFRESHMENTS/GAS	16.79	Community Development
116541	6/14/2023	US BANK	MEMBERSHIPS/REFRESHMENTS/GAS	16.79	Community Development
116341	5/17/2023	US BANK	SUPPLIES/REFRESHMENTS/ZOOM	16.16	Community Development
116341	5/17/2023	US BANK	SUPPLIES/REFRESHMENTS/ZOOM	9.31	Community Development
116341	5/17/2023	US BANK	GAS/FEES	5.00	Community Development
116541	6/14/2023	US BANK	SPECIAL DEPT SUPPLIES/OIL/GAS	5.00	Community Development
116541	6/14/2023	US BANK	SPECIAL DEPT SUPPLIES/OIL/GAS	5.00	Community Development
116541	6/14/2023	US BANK	SPECIAL DEPT SUPPLIES/OIL/GAS	5.00	Community Development
116541	6/14/2023	US BANK	SPECIAL DEPT SUPPLIES/OIL/GAS	5.00	Community Development
116541	6/14/2023	US BANK	SPECIAL DEPT SUPPLIES/OIL/GAS	5.00	Community Development
116541	6/14/2023	US BANK	SPECIAL DEPT SUPPLIES/OIL/GAS	5.00	Community Development



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING
Reporting Period: 05/13/2023 to 06/16/2023

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
Total Amount for 42 Line Item(s) from Community Development				\$115,672.94	
Community Services					
116521	6/14/2023	LAS VIRGENES UNIFIED SCHOOL	ANNUAL PAYMENT	68,458.88	Community Services
116494	6/14/2023	PYRO SPECTACULARS INC	JULY 4TH 2023 FIREWORKS	16,000.00	Community Services
116500	6/14/2023	BARRY KAY ENTERPRISES, INC.	YOUTH BASKETBALL UNIFORMS	11,037.60	Community Services
116487	6/7/2023	PARKER-ANDERSON ENRICHMENT	INSTRUCTOR- LUPIN HILL ENRICHM	9,217.60	Community Services
116398	5/24/2023	TKE ENGINEERING, INC	AHCCC ROOF PROJECT MANAGER	8,937.50	Community Services
116485	6/7/2023	NEWBURY PARK TREE SERVICE INC	TREE SERVICE	7,985.00	Community Services
116482	6/7/2023	LUX GARAGE & CLOSET INC	STORAGE UNITS-DEPOSIT PAYMENT	5,612.01	Community Services
116396	5/24/2023	SO CA MUNI ATHLETIC FEDERATION	EVENT INSURANCE	5,379.70	Community Services
116383	5/24/2023	LAS VIRGENES UNIFIED SCHOOL	MONTHLY RENTAL-AE WRIGHT 06/23	4,172.79	Community Services
116509	6/14/2023	DSR AUDIO LLC	SUMMER CONCERT	3,745.47	Community Services
116327	5/17/2023	NEWBURY PARK TREE SERVICE INC	LANDSCAPE MAINTENANCE CONTR	3,404.60	Community Services
116490	6/7/2023	SWAN-MCDONALD/DEBORAH//	INSTRUCTOR-WATERCOLOR	3,349.85	Community Services
116431	5/31/2023	JONES MCKINNEY/DANIELLE//	INSTRUCTOR-CHEER&FITNESS LUPIN	2,769.20	Community Services
116333	5/17/2023	SOUTHERN CALIFORNIA EDISON	GAS 03/23-04/23	2,711.52	Community Services
116445	5/31/2023	SOUTHERN CALIFORNIA EDISON	ELECTRIC BILL-04/23-05/23	2,644.43	Community Services
116499	6/14/2023	BARNETT/AMANDA//	SUMMER CONCERT	2,500.00	Community Services
116540	6/14/2023	TUTTLE FAMILY ENTERPRISES, INC	JANITORIAL SERVICE 05/23	1,974.08	Community Services
116296	5/17/2023	APPLE ONE	TEMP STAFFING-ADMIN ASST	1,623.80	Community Services
116350	5/24/2023	APPLE ONE	TEMP STAFFING- ADMIN ASST	1,472.00	Community Services
116408	5/31/2023	APPLE ONE	TEMP STAFFING- ADMIN ASST	1,472.00	Community Services
116498	6/14/2023	APPLE ONE	TEMP STAFFING-ADMIN ASST	1,472.00	Community Services
116457	6/7/2023	APPLE ONE	TEMP STAFFING-ADMIN ASST	1,465.87	Community Services
116534	6/14/2023	SHI INTERNATIONAL CORP	SOFTWARE	1,434.69	Community Services
116445	5/31/2023	SOUTHERN CALIFORNIA EDISON	ELECTRIC BILL-04/23-05/23	1,303.68	Community Services
116325	5/17/2023	MONAHAN/ANN//	INSTRUCTOR-BROADWAY DANCE	1,167.60	Community Services
116445	5/31/2023	SOUTHERN CALIFORNIA EDISON	ELECTRIC BILL-04/23-05/23	1,131.68	Community Services
116347	5/17/2023	WOLF/MEL//	INSTRUCTOR-WATERCOLOR	1,036.00	Community Services
116541	6/14/2023	US BANK	SPECIAL DEPT SUPPLIES/PERMIT	988.79	Community Services
116541	6/14/2023	US BANK	OFFICE/SPECIAL DEPT SUPPLIES	985.49	Community Services
116545	6/14/2023	WAXIE SANITARY SUPPLY	CUSTODIAL SUPPLIES	957.53	Community Services
116521	6/14/2023	LAS VIRGENES UNIFIED SCHOOL	ANNIUAL MAINTENANCE	935.00	Community Services
116341	5/17/2023	US BANK	SPEC DEPT/PROGRAM SUPPLIES	910.93	Community Services
116340	5/17/2023	UNGARO/ALISON//	INSTRUCTOR-YOGA/MINDFULNESS	906.50	Community Services
116341	5/17/2023	US BANK	SPEC DEPT/PROGRAM SUPPLIES	894.84	Community Services



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING
Reporting Period: 05/13/2023 to 06/16/2023

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
116541	6/14/2023	US BANK	STORAGE/MEMBERSHIPS/SUPPLIES	885.51	Community Services
116299	5/17/2023	BENDAVID/MICHAEL//	INSTRUCTOR-COUNTRY LINE DANCIN	859.95	Community Services
116321	5/17/2023	JSHELBY ENTERPRISES LLC	PAINTING INSTRUCTION FOR CITY	750.00	Community Services
116384	5/24/2023	LERMA/ANGEL//	INSTRUCTOR-SPANISH	732.55	Community Services
116346	5/17/2023	WILLIAMS/KYLA//	INSTRUCTOR-SAVVY SENIOR SINGER	730.10	Community Services
116341	5/17/2023	US BANK	SPEC EVENT SUPPLIES/REFRESHMNT	721.10	Community Services
116436	5/31/2023	LAS VIRGENES MUNICIPAL WATER	WATER- M# 0612190144/#07000738	655.05	Community Services
116500	6/14/2023	BARRY KAY ENTERPRISES, INC.	ADULT BASKETBALL AWARDS	641.12	Community Services
116297	5/17/2023	AT&T	PHONE-04/23 BAN 9391081396	605.32	Community Services
116515	6/14/2023	HASA INC	SERVICE FOR SPLASH PAD	600.00	Community Services
116380	5/24/2023	KOBLICK/WENDY SUE//	INSTRUCTOR- ACRYLIC PAINTING	592.20	Community Services
116452	5/31/2023	WAXIE SANITARY SUPPLY	CUSTODIAL SUPPLIES	587.46	Community Services
116521	6/14/2023	LAS VIRGENES UNIFIED SCHOOL	ANNUAL MAINTENANCE	549.59	Community Services
116489	6/7/2023	SECURAL SECURITY CORP	FOUNDERS HALL SECURITY GUARD	543.51	Community Services
116341	5/17/2023	US BANK	SPEC EVENT SUPPLIES/REFRESHMNT	535.99	Community Services
116309	5/17/2023	DELLA MENTE WELLNESS, LLC	INSTRUCTOR-FUNCTIONAL FITNESS	457.95	Community Services
116298	5/17/2023	AZTECA LANDSCAPE	LANDSCAPE SERVICES	450.00	Community Services
116341	5/17/2023	US BANK	REFRESHMENTS/STORAGE/SUPPLIES	444.00	Community Services
116541	6/14/2023	US BANK	CLEANING/SUPPLIES/FEES	444.00	Community Services
116541	6/14/2023	US BANK	SPECIAL DEPT SUPPLIES/PERMIT	437.29	Community Services
116341	5/17/2023	US BANK	SENIOR PROGRAM	402.96	Community Services
116541	6/14/2023	US BANK	OFFICE/SPECIAL DEPT SUPPLIES	383.23	Community Services
116341	5/17/2023	US BANK	REFRESHMENTS/STORAGE/SUPPLIES	379.00	Community Services
116541	6/14/2023	US BANK	CLEANING/SUPPLIES/FEES	379.00	Community Services
116543	6/14/2023	WARSHAUER/BERNARD JAY//	ENTERTAINMENT- SR. PROGRAMS	375.00	Community Services
116341	5/17/2023	US BANK	SPEC DEPT/PROGRAM SUPPLIES	372.83	Community Services
116331	5/17/2023	PAULIN-RIDGLEY/SYNTHIA//	INSTRUCTOR- FUN IN FRENCH	366.45	Community Services
116316	5/17/2023	GRAINGER	DAMAGED CEILING TILES STORM	358.01	Community Services
116541	6/14/2023	US BANK	CLEANING/SUPPLIES/FEES	350.03	Community Services
116341	5/17/2023	US BANK	SENIOR PROGRAM	341.74	Community Services
116541	6/14/2023	US BANK	CLEANING/SUPPLIES/FEES	340.06	Community Services
116328	5/17/2023	NICHOLSON/TRISSA//	INSTRUCTOR-SAVVY SR FITNESS	331.67	Community Services
116334	5/17/2023	SOUTHERN CALIFORNIA GAS CO	04/23 GAS CHARGES	314.12	Community Services
116537	6/14/2023	SOUTHERN CALIFORNIA GAS CO	05/23 GAS CHARGES	314.12	Community Services
116351	5/24/2023	AT&T	TELEPHONE BILL -4/23-05/23	299.22	Community Services
116442	5/31/2023	SECURAL SECURITY CORP	PATROL CAR SERVICES	288.66	Community Services
116442	5/31/2023	SECURAL SECURITY CORP	PATROL CAR SERVICES	288.66	Community Services
116442	5/31/2023	SECURAL SECURITY CORP	PATROL CAR SERVICES	288.66	Community Services



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING
Reporting Period: 05/13/2023 to 06/16/2023

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
116497	6/14/2023	ANIMAL & INSECT PEST MGMT INC	PEST CONTROL	268.92	Community Services
116341	5/17/2023	US BANK	SPEC DEPT/PROGRAM SUPPLIES	268.22	Community Services
116541	6/14/2023	US BANK	SPECIAL DEPT SUPPLIES/PERMIT	260.00	Community Services
116525	6/14/2023	LYNN/RONALD H//	INSTRUCTOR-UKULELE	251.93	Community Services
116541	6/14/2023	US BANK	SPECIAL DEPT SUPPLIES/PERMIT	250.00	Community Services
116463	6/7/2023	BICKELMAN/MELANIE//	INSTRUCTOR-CREATIVE ARTS 50+	249.20	Community Services
116436	5/31/2023	LAS VIRGENES MUNICIPAL WATER	WATER- M# 0612190144/#07000738	246.36	Community Services
116541	6/14/2023	US BANK	CLEANING/SUPPLIES/FEES	246.31	Community Services
116541	6/14/2023	US BANK	CLEANING/SUPPLIES/FEES	238.80	Community Services
116541	6/14/2023	US BANK	OFFICE/SPECIAL DEPT SUPPLIES	233.77	Community Services
116341	5/17/2023	US BANK	REFRESHMENTS/STORAGE/SUPPLIES	226.28	Community Services
116541	6/14/2023	US BANK	OFFICE/SPECIAL DEPT SUPPLIES	225.57	Community Services
116310	5/17/2023	DEPARTMENT OF JUSTICE	LIVESCANS	224.00	Community Services
116541	6/14/2023	US BANK	CLEANING/SUPPLIES/FEES	217.91	Community Services
116541	6/14/2023	US BANK	MAINTENANCE SUPPLIES	207.78	Community Services
116405	5/24/2023	CUSHING/KEVIN//	DONATION-WOODLAND HILLS CHURCH	200.00	Community Services
116323	5/17/2023	LIFTECH ELEVATOR SERVICES INC	EQUIPMENT MAINTENANCE 05/23	195.00	Community Services
116476	6/7/2023	GROWING ROOTS	INDOOR PLANT SERVICE	195.00	Community Services
116341	5/17/2023	US BANK	REFRESHMENTS/STORAGE/SUPPLIES	189.84	Community Services
116541	6/14/2023	US BANK	SPECIAL DEPT SUPPLIES/PERMIT	189.64	Community Services
116341	5/17/2023	US BANK	SPEC DEPT/PROGRAM SUPPLIES	181.00	Community Services
116341	5/17/2023	US BANK	DESIGN APPLICATION	168.00	Community Services
116442	5/31/2023	SECURAL SECURITY CORP	PATROL CAR SERVICES	167.28	Community Services
116541	6/14/2023	US BANK	OFFICE/SPECIAL DEPT SUPPLIES	163.20	Community Services
116450	5/31/2023	UNITED SITE SERVICES OF CA INC	BARK PARK RR	161.90	Community Services
116413	5/31/2023	CLARK PEST CONTROL	MONTHLY SERVICE	158.00	Community Services
116541	6/14/2023	US BANK	OFFICE/SPECIAL DEPT SUPPLIES	154.87	Community Services
116541	6/14/2023	US BANK	FUEL/SUPPLIES	150.00	Community Services
116541	6/14/2023	US BANK	SPECIAL DEPT SUPPLIES/PERMIT	138.01	Community Services
116541	6/14/2023	US BANK	SPECIAL DEPT SUPPLIES/PERMIT	134.77	Community Services
116541	6/14/2023	US BANK	SPECIAL DEPT SUPPLIES/PERMIT	134.10	Community Services
116351	5/24/2023	AT&T	TELEPHONE BILL -4/23-05/23	121.46	Community Services
116541	6/14/2023	US BANK	STORAGE/MEMBERSHIPS/SUPPLIES	121.36	Community Services
116467	6/7/2023	CHARIOT FIRE & ELECTRIC INC.	MONITORING SYSTEMS	120.00	Community Services
116397	5/24/2023	STAPLES	KITCHEN SUPPLIES	118.83	Community Services
116363	5/24/2023	CLARK PEST CONTROL	MONTHLY SERVICE DE ANZA 05/23	117.00	Community Services
116341	5/17/2023	US BANK	SPEC EVENT SUPPLIES/REFRESHMNT	111.96	Community Services
116478	6/7/2023	KARASIK/TRACIE//	INSTRUCTOR-IPHONE/IPAD	110.25	Community Services



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING
Reporting Period: 05/13/2023 to 06/16/2023

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
116475	6/7/2023	GLOBAL CUSTOM SECURITY INC	ALARM MONITORING	105.00	Community Services
116541	6/14/2023	US BANK	FUEL/MAINTENANCE SUPPLIES	102.96	Community Services
116541	6/14/2023	US BANK	SPECIAL DEPT SUPPLIES/PERMIT	102.28	Community Services
116541	6/14/2023	US BANK	SPECIAL DEPT SUPPLIES/PERMIT	100.61	Community Services
116541	6/14/2023	US BANK	SENIOR PROGRAMS/EXCURSIONS	97.89	Community Services
116541	6/14/2023	US BANK	OFFICE/SPECIAL DEPT SUPPLIES	92.00	Community Services
116341	5/17/2023	US BANK	SUPPLIES/MAINTENANCE	91.38	Community Services
116541	6/14/2023	US BANK	SENIOR PROGRAMS/EXCURSIONS	90.00	Community Services
116541	6/14/2023	US BANK	CLEANING/SUPPLIES/FEES	90.00	Community Services
116442	5/31/2023	SECURAL SECURITY CORP	PATROL CAR SERVICES	88.64	Community Services
116547	6/14/2023	WM CORPORATE SERVICES, INC	WASTE HAUL AHCCC	88.09	Community Services
116341	5/17/2023	US BANK	SPEC DEPT/PROGRAM SUPPLIES	86.94	Community Services
116541	6/14/2023	US BANK	SPECIAL DEPT SUPPLIES/PERMIT	83.29	Community Services
116541	6/14/2023	US BANK	CLEANING/SUPPLIES/FEES	82.40	Community Services
116541	6/14/2023	US BANK	SPECIAL DEPT SUPPLIES/PERMIT	80.00	Community Services
116484	6/7/2023	MOON/ANTHONY J//	INSTRUCTOR-SONGS THAT WEREN'T	79.80	Community Services
116541	6/14/2023	US BANK	CLEANING/SUPPLIES/FEES	79.34	Community Services
116341	5/17/2023	US BANK	SUPPLIES/MAINTENANCE	78.26	Community Services
116541	6/14/2023	US BANK	SPECIAL DEPT SUPPLIES/PERMIT	76.66	Community Services
116341	5/17/2023	US BANK	SPEC DEPT/PROGRAM SUPPLIES	75.00	Community Services
116341	5/17/2023	US BANK	REFRESHMENTS/STORAGE/SUPPLIES	72.78	Community Services
116341	5/17/2023	US BANK	SENIOR PROGRAM	71.07	Community Services
116341	5/17/2023	US BANK	SPEC DEPT/PROGRAM SUPPLIES	70.75	Community Services
116341	5/17/2023	US BANK	FUEL/SUPPLIES	69.39	Community Services
116341	5/17/2023	US BANK	FUEL/SUPPLIES	67.54	Community Services
116541	6/14/2023	US BANK	OFFICE/SPECIAL DEPT SUPPLIES	64.59	Community Services
116443	5/31/2023	SIMMONS/NEILL//	INSTRUCTOR-SPRING LECTURE	61.60	Community Services
116341	5/17/2023	US BANK	SPEC DEPT/PROGRAM SUPPLIES	61.27	Community Services
116341	5/17/2023	US BANK	SUPPLIES/MAINTENANCE	61.19	Community Services
116341	5/17/2023	US BANK	SPEC EVENT SUPPLIES/REFRESHMNT	58.95	Community Services
116541	6/14/2023	US BANK	OFFICE/SPECIAL DEPT SUPPLIES	56.80	Community Services
116341	5/17/2023	US BANK	SPEC EVENT SUPPLIES/REFRESHMNT	56.77	Community Services
116341	5/17/2023	US BANK	SPEC DEPT/PROGRAM SUPPLIES	56.00	Community Services
116541	6/14/2023	US BANK	OFFICE/SPECIAL DEPT SUPPLIES	53.68	Community Services
116541	6/14/2023	US BANK	OFFICE/SPECIAL DEPT SUPPLIES	51.69	Community Services
116368	5/24/2023	FILICE/LANA//	MILEAGE REIMBURSEMENT	49.58	Community Services
116341	5/17/2023	US BANK	SPEC DEPT/PROGRAM SUPPLIES	48.98	Community Services
116341	5/17/2023	US BANK	SPEC DEPT/PROGRAM SUPPLIES	45.00	Community Services



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 05/13/2023 to 06/16/2023

Date: 6/15/2023

Time: 11:38:09AM

Page 11 of 34

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
116541	6/14/2023	US BANK	OFFICE/SPECIAL DEPT SUPPLIES	45.00	Community Services
116541	6/14/2023	US BANK	OFFICE/SPECIAL DEPT SUPPLIES	43.43	Community Services
116341	5/17/2023	US BANK	SPEC DEPT/PROGRAM SUPPLIES	42.95	Community Services
116341	5/17/2023	US BANK	FUEL/SUPPLIES	42.72	Community Services
116541	6/14/2023	US BANK	FUEL/MAINTENANCE SUPPLIES	39.48	Community Services
116541	6/14/2023	US BANK	FUEL/MAINTENANCE SUPPLIES	39.48	Community Services
116341	5/17/2023	US BANK	SPEC DEPT/PROGRAM SUPPLIES	37.75	Community Services
116341	5/17/2023	US BANK	SPEC DEPT/PROGRAM SUPPLIES	36.38	Community Services
116541	6/14/2023	US BANK	CLEANING/SUPPLIES/FEES	35.02	Community Services
116341	5/17/2023	US BANK	REFRESHMENTS/STORAGE/SUPPLIES	34.91	Community Services
116541	6/14/2023	US BANK	FUEL/SUPPLIES	33.21	Community Services
116334	5/17/2023	SOUTHERN CALIFORNIA GAS CO	04/23 GAS CHARGES	32.21	Community Services
116537	6/14/2023	SOUTHERN CALIFORNIA GAS CO	05/23 GAS CHARGES	32.21	Community Services
116341	5/17/2023	US BANK	FUEL/SUPPLIES	32.18	Community Services
116341	5/17/2023	US BANK	REFRESHMENTS/STORAGE/SUPPLIES	31.55	Community Services
116541	6/14/2023	US BANK	FUEL/SUPPLIES	30.62	Community Services
116541	6/14/2023	US BANK	FUEL/SUPPLIES	29.49	Community Services
116334	5/17/2023	SOUTHERN CALIFORNIA GAS CO	04/23 GAS CHARGES	29.34	Community Services
116541	6/14/2023	US BANK	SPECIAL DEPT SUPPLIES/PERMIT	28.82	Community Services
116541	6/14/2023	US BANK	MAINTENANCE SUPPLIES	28.45	Community Services
116541	6/14/2023	US BANK	OFFICE/SPECIAL DEPT SUPPLIES	27.45	Community Services
116341	5/17/2023	US BANK	SPEC DEPT/PROGRAM SUPPLIES	27.35	Community Services
116541	6/14/2023	US BANK	FUEL/SUPPLIES	27.04	Community Services
116541	6/14/2023	US BANK	MAINTENANCE SUPPLIES	26.77	Community Services
116341	5/17/2023	US BANK	SPEC DEPT/PROGRAM SUPPLIES	25.71	Community Services
116541	6/14/2023	US BANK	SPECIAL DEPT SUPPLIES/PERMIT	25.17	Community Services
116541	6/14/2023	US BANK	OFFICE/SPECIAL DEPT SUPPLIES	25.00	Community Services
116541	6/14/2023	US BANK	OFFICE/SPECIAL DEPT SUPPLIES	24.16	Community Services
116511	6/14/2023	FERRARA/MALEA//	MILEAGE REIMBURSEMENT	22.40	Community Services
116541	6/14/2023	US BANK	FUEL/SUPPLIES	22.35	Community Services
116341	5/17/2023	US BANK	FUEL/SUPPLIES	20.79	Community Services
116541	6/14/2023	US BANK	FUEL/SUPPLIES	20.79	Community Services
116541	6/14/2023	US BANK	OFFICE/SPECIAL DEPT SUPPLIES	20.11	Community Services
116541	6/14/2023	US BANK	SENIOR PROGRAMS/EXCURSIONS	19.26	Community Services
116541	6/14/2023	US BANK	STORAGE/MEMBERSHIPS/SUPPLIES	17.83	Community Services
116341	5/17/2023	US BANK	SPEC EVENT SUPPLIES/REFRESHMNT	17.25	Community Services
116541	6/14/2023	US BANK	STORAGE/MEMBERSHIPS/SUPPLIES	17.15	Community Services
116541	6/14/2023	US BANK	SPECIAL DEPT SUPPLIES/PERMIT	16.26	Community Services



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING
Reporting Period: 05/13/2023 to 06/16/2023

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
116341	5/17/2023	US BANK	SPEC EVENT SUPPLIES/REFRESHMNT	16.23	Community Services
116541	6/14/2023	US BANK	OFFICE/SPECIAL DEPT SUPPLIES	16.22	Community Services
116541	6/14/2023	US BANK	STORAGE/MEMBERSHIPS/SUPPLIES	16.08	Community Services
116541	6/14/2023	US BANK	MAINTENANCE SUPPLIES	15.86	Community Services
116541	6/14/2023	US BANK	CLEANING/SUPPLIES/FEES	15.77	Community Services
116541	6/14/2023	US BANK	FUEL/SUPPLIES	15.58	Community Services
116541	6/14/2023	US BANK	SPECIAL DEPT SUPPLIES/PERMIT	13.87	Community Services
116541	6/14/2023	US BANK	FUEL/SUPPLIES	13.48	Community Services
116541	6/14/2023	US BANK	ADVERTISING/LIVESCANS/PHYSICAL	12.00	Community Services
116541	6/14/2023	US BANK	FUEL/SUPPLIES	11.26	Community Services
116341	5/17/2023	US BANK	FUEL/SUPPLIES	10.94	Community Services
116341	5/17/2023	US BANK	FUEL/SUPPLIES	10.31	Community Services
116341	5/17/2023	US BANK	SUPPLIES/MAINTENANCE	10.15	Community Services
116537	6/14/2023	SOUTHERN CALIFORNIA GAS CO	05/23 GAS CHARGES	9.54	Community Services
116541	6/14/2023	US BANK	SENIOR PROGRAMS/EXCURSIONS	9.29	Community Services
116341	5/17/2023	US BANK	SPEC DEPT/PROGRAM SUPPLIES	7.98	Community Services
116541	6/14/2023	US BANK	OFFICE/SPECIAL DEPT SUPPLIES	7.98	Community Services
116341	5/17/2023	US BANK	SPEC DEPT/PROGRAM SUPPLIES	7.50	Community Services
116541	6/14/2023	US BANK	FUEL/SUPPLIES	6.55	Community Services
116341	5/17/2023	US BANK	FUEL/SUPPLIES	6.23	Community Services
116341	5/17/2023	US BANK	TRAINING/ADVERTISING/SUPPLIES	2.00	Community Services

Total Amount for 207 Line Item(s) from Community Services

\$209,762.29

Finance

116538	6/14/2023	STAPLES	OFFICE SUPPLIES	392.32	Finance
116541	6/14/2023	US BANK	MEMBERSHIP SUBSCRIP/BUS MTG	275.00	Finance
116335	5/17/2023	STAPLES	OFFICE SUPPLIES	251.54	Finance
116522	6/14/2023	LASERZONE INC	TONER-CDD (TOM B)/FINANCE	133.10	Finance
116538	6/14/2023	STAPLES	OFFICE SUPPLIES	122.62	Finance
116335	5/17/2023	STAPLES	OFFICE SUPPLIES	118.00	Finance
116341	5/17/2023	US BANK	TRAINING	100.00	Finance
116335	5/17/2023	STAPLES	OFFICE SUPPLIES	95.25	Finance
116541	6/14/2023	US BANK	MEMBERSHIP SUBSCRIP/BUS MTG	70.00	Finance

Total Amount for 9 Line Item(s) from Finance

\$1,557.83

Library



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 05/13/2023 to 06/16/2023

Date: 6/15/2023

Time: 11:38:09AM

Page 13 of 34

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
116518	6/14/2023	INNOVATIVE INTERFACES, INC	POLARIS CORE 05/23-04/26	36,225.83	Library
116534	6/14/2023	SHI INTERNATIONAL CORP	SOFTWARE	11,292.90	Library
116355	5/24/2023	BIBLIOTHECA, LLC	ANNUAL SUPPORT/MAINTENANCE	9,305.91	Library
116477	6/7/2023	INNOVATIVE INTERFACES, INC	MOBILE LIB APP SUBSCRIPTION	5,512.50	Library
116422	5/31/2023	GALE CENGAGE LEARNING INC	EBOOKS FOR LVUSD	4,273.94	Library
116518	6/14/2023	INNOVATIVE INTERFACES, INC	SYNDETTICS SUBSCRIP 05/23-04/26	3,031.41	Library
116355	5/24/2023	BIBLIOTHECA, LLC	AUDIOBOOK LICENSES	997.18	Library
116355	5/24/2023	BIBLIOTHECA, LLC	EBOOK LICENSES	996.67	Library
116355	5/24/2023	BIBLIOTHECA, LLC	AUDIOBOOK LICENSES	994.65	Library
116355	5/24/2023	BIBLIOTHECA, LLC	AUDIOBOOK LICENSES	991.47	Library
116355	5/24/2023	BIBLIOTHECA, LLC	AUDIOBOOK LICENSES	988.70	Library
116355	5/24/2023	BIBLIOTHECA, LLC	EBOOK LICENSES	980.25	Library
116355	5/24/2023	BIBLIOTHECA, LLC	AUDIOBOOK LICENSES	976.40	Library
116355	5/24/2023	BIBLIOTHECA, LLC	EBOOK LICENSES	954.37	Library
116355	5/24/2023	BIBLIOTHECA, LLC	EBOOK LICENSES	897.60	Library
116330	5/17/2023	OCLC, INC.	MARC RECORDS	810.84	Library
116355	5/24/2023	BIBLIOTHECA, LLC	EBOOK LICENSES	786.33	Library
116379	5/24/2023	INGRAM LIBRARY SERVICES	BOOKS	760.55	Library
116534	6/14/2023	SHI INTERNATIONAL CORP	SOFTWARE/LICENSES	744.00	Library
116355	5/24/2023	BIBLIOTHECA, LLC	EBOOK LICENSES	657.94	Library
116517	6/14/2023	INGRAM LIBRARY SERVICES	BOOKS	648.30	Library
116355	5/24/2023	BIBLIOTHECA, LLC	EBOOK LICENSES	608.56	Library
116301	5/17/2023	CALIFA GROUP	DATABASE	497.95	Library
116341	5/17/2023	US BANK	REGISTRATIONS/LICENSE/SUPPLIES	492.74	Library
116462	6/7/2023	BCC	06/23 PREMIUM DENTAL/VISION/CO	487.84	Library
116503	6/14/2023	CANON FINANCIAL SERVICES INC	PRINTER LEASE-CH/LIBRARY	486.33	Library
116355	5/24/2023	BIBLIOTHECA, LLC	EBOOK LICENSES	404.55	Library
116355	5/24/2023	BIBLIOTHECA, LLC	EBOOK LICENSES	379.76	Library
116355	5/24/2023	BIBLIOTHECA, LLC	EBOOK LICENSES	366.47	Library
116355	5/24/2023	BIBLIOTHECA, LLC	EBOOK LICENSES	343.88	Library
116341	5/17/2023	US BANK	POSTAGE/KITCHEN SUPPLIES	244.16	Library
116541	6/14/2023	US BANK	CONFERENCE/SUBSCRIPTION/SUPPLI	220.00	Library
116353	5/24/2023	BAKER & TAYLOR, LLC	BOOKS	207.30	Library
116464	6/7/2023	BLACKSTONE PUBLISHING	AUDIOBOOKS	195.43	Library
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	194.22	Library
116541	6/14/2023	US BANK	CONFERENCE/SUBSCRIPTION/SUPPLI	157.40	Library
116541	6/14/2023	US BANK	CONFERENCE/SUBSCRIPTION/SUPPLI	153.57	Library
116541	6/14/2023	US BANK	POSTAGE/MEMBERSHIPS	140.00	Library



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 05/13/2023 to 06/16/2023

Date: 6/15/2023

Time: 11:38:09AM

Page 14 of 34

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	135.34	Library
116539	6/14/2023	STEWART/KARILYN//	CALIF LIBRARY ASSOC CONFERENCE	131.00	Library
116397	5/24/2023	STAPLES	OFFICE/KITCHEN SUPPLIES	113.90	Library
116341	5/17/2023	US BANK	POSTAGE/KITCHEN SUPPLIES	102.88	Library
116471	6/7/2023	DEMCO, INC.	BOOK PROCESSING SUPPLIES	100.37	Library
116379	5/24/2023	INGRAM LIBRARY SERVICES	BOOKS	100.17	Library
116469	6/7/2023	CR PRINT	FLYERS-SUMMER READING PROGRAM	99.38	Library
116462	6/7/2023	BCC	06/23 PREMIUM DENTAL/VISION/CO	98.28	Library
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	93.66	Library
116353	5/24/2023	BAKER & TAYLOR, LLC	BOOKS	93.55	Library
116353	5/24/2023	BAKER & TAYLOR, LLC	BOOKS	92.86	Library
116461	6/7/2023	BAKER & TAYLOR, LLC	BOOKS	92.47	Library
116528	6/14/2023	MIDWEST TAPE, LLC	MOVIE DVDS	89.82	Library
116508	6/14/2023	CSAC-EXCESS INSURANCE	04/23-06/23 EAP PREMIUM	74.96	Library
116517	6/14/2023	INGRAM LIBRARY SERVICES	BOOKS	64.32	Library
116541	6/14/2023	US BANK	CONFERENCE/SUBSCRIPTION/SUPPLI	49.54	Library
116501	6/14/2023	BLACKSTONE PUBLISHING	DVDS	44.60	Library
116411	5/31/2023	CANON SOLUTIONS AMERICA, INC	PRINTER USAGE- LIBRARY STAFF	43.35	Library
116319	5/17/2023	INGRAM LIBRARY SERVICES	COLLECTION	41.83	Library
116353	5/24/2023	BAKER & TAYLOR, LLC	BOOKS	40.29	Library
116541	6/14/2023	US BANK	CONFERENCE/SUBSCRIPTION/SUPPLI	36.52	Library
116353	5/24/2023	BAKER & TAYLOR, LLC	BOOKS	34.98	Library
116411	5/31/2023	CANON SOLUTIONS AMERICA, INC	PRINTER USAGE- LIBRARY CIRC	32.72	Library
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	32.55	Library
116356	5/24/2023	BLACKSTONE PUBLISHING	AUDIO BOOK	30.81	Library
116353	5/24/2023	BAKER & TAYLOR, LLC	BOOKS	28.26	Library
116341	5/17/2023	US BANK	WEBSITE HOST FEE/REFRESHMENT	24.55	Library
116379	5/24/2023	INGRAM LIBRARY SERVICES	BOOKS	22.74	Library
116541	6/14/2023	US BANK	POSTAGE/MEMBERSHIPS	20.97	Library
116353	5/24/2023	BAKER & TAYLOR, LLC	BOOKS	20.96	Library
116353	5/24/2023	BAKER & TAYLOR, LLC	BOOKS	20.24	Library
116410	5/31/2023	BAKER & TAYLOR, LLC	BOOKS	19.42	Library
116461	6/7/2023	BAKER & TAYLOR, LLC	BOOKS	17.68	Library
116353	5/24/2023	BAKER & TAYLOR, LLC	BOOKS	16.31	Library
116353	5/24/2023	BAKER & TAYLOR, LLC	BOOKS	16.31	Library
116353	5/24/2023	BAKER & TAYLOR, LLC	BOOKS	15.85	Library
116353	5/24/2023	BAKER & TAYLOR, LLC	BOOKS	15.25	Library
116341	5/17/2023	US BANK	POSTAGE/KITCHEN SUPPLIES	15.06	Library



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING
Reporting Period: 05/13/2023 to 06/16/2023

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
116397	5/24/2023	STAPLES	KITCHEN SUPPLIES	13.98	Library
116353	5/24/2023	BAKER & TAYLOR, LLC	BOOKS	11.77	Library
116541	6/14/2023	US BANK	SOFTWARE/PROG REFRESHMENTS	10.99	Library
116461	6/7/2023	BAKER & TAYLOR, LLC	BOOKS	10.78	Library
116461	6/7/2023	BAKER & TAYLOR, LLC	BOOKS	10.48	Library
116353	5/24/2023	BAKER & TAYLOR, LLC	BOOKS	10.14	Library
116341	5/17/2023	US BANK	WEBSITE HOST FEE/REFRESHMENT	9.74	Library
116541	6/14/2023	US BANK	SOFTWARE/PROG REFRESHMENTS	9.74	Library
116397	5/24/2023	STAPLES	OFFICE/KITCHEN SUPPLIES	9.30	Library
Total Amount for 85 Line Item(s) from Library				\$90,628.57	

LMD #22

116474	6/7/2023	GAZAN/ROBERT SHANE//	BRUSH CLEARANCE/WEED ABATEMENT	138,673.60	LMD #22
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE MAINTENANCE CONTRACT	22,967.20	LMD #22
116456	6/7/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE MAINTENANCE CONTRACT	22,967.20	LMD #22
116456	6/7/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE MAINTENANCE CONTRACT	19,788.88	LMD #22
116456	6/7/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE MAINTENANCE CONTRACT	19,788.88	LMD #22
116344	5/17/2023	WESTRIDGE CALABASAS HOA	TREE TRIMMING	15,930.00	LMD #22
116492	6/7/2023	VENCO WESTERN, INC.	LANDSCAPE MAINTENANCE CONTRACT	10,707.35	LMD #22
116436	5/31/2023	LAS VIRGENES MUNICIPAL WATER	WATER-04/23-05/23	10,381.34	LMD #22
116474	6/7/2023	GAZAN/ROBERT SHANE//	BRUSH CLEARANCE/WEED ABATEMENT	8,525.40	LMD #22
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE MAINTENANCE CONTRACT	8,381.67	LMD #22
116456	6/7/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE MAINTENANCE CONTRACT	8,381.67	LMD #22
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE MAINTENANCE CONTRACT	7,309.33	LMD #22
116456	6/7/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE MAINTENANCE CONTRACT	7,309.33	LMD #22
116344	5/17/2023	WESTRIDGE CALABASAS HOA	LANDSCAPE MAINTENANCE 05/23	6,675.00	LMD #22
116329	5/17/2023	OAK PARK CALABASAS HOA	LANDSCAPE MAINTENANCE	6,500.00	LMD #22
116436	5/31/2023	LAS VIRGENES MUNICIPAL WATER	WATER-03/23-04/23	6,406.32	LMD #22
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE REFURBISHMENT	5,882.00	LMD #22
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE MAINTENANCE CONTRACT	5,000.00	LMD #22
116456	6/7/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE MAINTENANCE CONTRACT	5,000.00	LMD #22
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE MAINTENANCE CONTRACT	4,994.22	LMD #22
116456	6/7/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE MAINTENANCE CONTRACT	4,994.22	LMD #22
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE REFURBISHMENT	4,919.00	LMD #22
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE MAINTENANCE CONTRACT	4,343.79	LMD #22
116456	6/7/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE MAINTENANCE CONTRACT	4,343.79	LMD #22
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE REFURBISHMENT	4,160.00	LMD #22



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 05/13/2023 to 06/16/2023

Date: 6/15/2023

Time: 11:38:09AM

Page 16 of 34

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE REFURBISHMENT	3,331.00	LMD #22
116474	6/7/2023	GAZAN/ROBERT SHANE//	BRUSH CLEARANCE/WEED ABATEMENT	3,036.00	LMD #22
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE REFURBISHMENT	2,975.00	LMD #22
116436	5/31/2023	LAS VIRGENES MUNICIPAL WATER	WATER-03/23-04/23	2,695.08	LMD #22
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE REFURBISHMENT	2,679.00	LMD #22
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE MAINTENANCE CONTRACT	2,634.67	LMD #22
116456	6/7/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE MAINTENANCE CONTRACT	2,634.67	LMD #22
116436	5/31/2023	LAS VIRGENES MUNICIPAL WATER	WATER-03/23-04/23	2,498.47	LMD #22
116322	5/17/2023	LAS VIRGENES MUNICIPAL WATER	WATER 02/23-03/23	2,354.99	LMD #22
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE MAINTENANCE CONTRACT	2,287.37	LMD #22
116436	5/31/2023	LAS VIRGENES MUNICIPAL WATER	WATER-03/23-04/23	2,261.73	LMD #22
116322	5/17/2023	LAS VIRGENES MUNICIPAL WATER	WATER 02/23-03/23	2,063.86	LMD #22
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE REFURBISHMENT	1,880.00	LMD #22
116322	5/17/2023	LAS VIRGENES MUNICIPAL WATER	WATER 02/23-03/23	1,750.22	LMD #22
116436	5/31/2023	LAS VIRGENES MUNICIPAL WATER	WATER-04/23-05/23	1,711.48	LMD #22
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE REFURBISHMENT	1,476.00	LMD #22
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE REFURBISHMENT	1,376.00	LMD #22
116436	5/31/2023	LAS VIRGENES MUNICIPAL WATER	WATER-04/23-05/23	1,288.72	LMD #22
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	IRRIGATION REPAIRS	1,268.68	LMD #22
116492	6/7/2023	VENCO WESTERN, INC.	LANDSCAPE REFURBISHMENT	1,250.00	LMD #22
116436	5/31/2023	LAS VIRGENES MUNICIPAL WATER	WATER-04/23-05/23	1,223.91	LMD #22
116329	5/17/2023	OAK PARK CALABASAS HOA	IRRIGATION REPAIRS 04/23-05/23	1,112.15	LMD #22
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE REFURBISHMENT	1,080.00	LMD #22
116436	5/31/2023	LAS VIRGENES MUNICIPAL WATER	WATER-03/23-04/23	1,038.60	LMD #22
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	IRRIGATION REPAIRS	1,010.18	LMD #22
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE REFURBISHMENT	900.00	LMD #22
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	IRRIGATION REPAIRS	865.18	LMD #22
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE REFURBISHMENT	865.00	LMD #22
116436	5/31/2023	LAS VIRGENES MUNICIPAL WATER	WATER-03/23-04/23	825.91	LMD #22
116327	5/17/2023	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING EMERGENCY	812.50	LMD #22
116440	5/31/2023	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING	770.00	LMD #22
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	IRRIGATION REPAIRS	759.62	LMD #22
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	IRRIGATION REPAIRS	740.00	LMD #22
116329	5/17/2023	OAK PARK CALABASAS HOA	IRRIGATION REPAIRS 04/23-05/23	735.00	LMD #22
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE REFURBISHMENT	720.00	LMD #22
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	IRRIGATION REPAIRS	699.86	LMD #22
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	IRRIGATION REPAIRS	691.61	LMD #22
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	IRRIGATION REPAIRS	685.35	LMD #22



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 05/13/2023 to 06/16/2023

Date: 6/15/2023

Time: 11:38:09AM

Page 17 of 34

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	IRRIGATION REPAIRS	666.72	LMD #22
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	IRRIGATION REPAIRS	603.83	LMD #22
116436	5/31/2023	LAS VIRGENES MUNICIPAL WATER	WATER-03/23-04/23	603.06	LMD #22
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	IRRIGATION REPAIRS	595.28	LMD #22
116342	5/17/2023	VENCO WESTERN, INC.	PEST ABATEMENT	589.00	LMD #22
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE REFURBISHMENT	579.60	LMD #22
116436	5/31/2023	LAS VIRGENES MUNICIPAL WATER	WATER-04/23-05/23	541.84	LMD #22
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	IRRIGATION REPAIRS	515.45	LMD #22
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	IRRIGATION REPAIRS	487.92	LMD #22
116333	5/17/2023	SOUTHERN CALIFORNIA EDISON	GAS 03/23-04/23	477.89	LMD #22
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	IRRIGATION REPAIRS	355.57	LMD #22
116536	6/14/2023	SOUTHERN CALIFORNIA EDISON	ELECTRIC CHARGES-04/23-05/23	350.86	LMD #22
116445	5/31/2023	SOUTHERN CALIFORNIA EDISON	ELECTRIC BILL-04/23-05/23	348.08	LMD #22
116436	5/31/2023	LAS VIRGENES MUNICIPAL WATER	WATER-03/23-04/23	313.35	LMD #22
116322	5/17/2023	LAS VIRGENES MUNICIPAL WATER	WATER 02/23-03/23	166.39	LMD #22
116436	5/31/2023	LAS VIRGENES MUNICIPAL WATER	WATER-03/23-04/23	166.39	LMD #22
116473	6/7/2023	F.L.C. INC	BACKFLOW TEST/REPAIR	111.76	LMD #22
116333	5/17/2023	SOUTHERN CALIFORNIA EDISON	GAS 03/23-04/23	111.69	LMD #22
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE REFURBISHMENT	75.00	LMD #22
116436	5/31/2023	LAS VIRGENES MUNICIPAL WATER	WATER-03/23-04/23	71.60	LMD #22
116536	6/14/2023	SOUTHERN CALIFORNIA EDISON	ELECTRIC CHARGES-04/23-05/23	68.05	LMD #22
116462	6/7/2023	BCC	06/23 PREMIUM DENTAL/VISION/CO	66.15	LMD #22
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	24.64	LMD #22
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	18.29	LMD #22
116333	5/17/2023	SOUTHERN CALIFORNIA EDISON	GAS 03/23-04/23	15.38	LMD #22
116462	6/7/2023	BCC	06/23 PREMIUM DENTAL/VISION/CO	12.30	LMD #22
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	11.89	LMD #22
116508	6/14/2023	CSAC-EXCESS INSURANCE	04/23-06/23 EAP PREMIUM	10.87	LMD #22
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	4.40	LMD #22
Total Amount for 92 Line Item(s) from LMD #22				\$431,281.25	

LMD #24

116409	5/31/2023	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE CONTRACT	3,729.98	LMD #24
116409	5/31/2023	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE CONTRACT	1,705.13	LMD #24
116409	5/31/2023	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE CONTRACT	1,492.00	LMD #24
116409	5/31/2023	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE CONTRACT	1,492.00	LMD #24
116409	5/31/2023	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE CONTRACT	1,385.42	LMD #24



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 05/13/2023 to 06/16/2023

Date: 6/15/2023

Time: 11:38:09AM

Page 18 of 34

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
116436	5/31/2023	LAS VIRGENES MUNICIPAL WATER	WATER-03/23-04/23	395.08	LMD #24
116485	6/7/2023	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING	387.00	LMD #24
116436	5/31/2023	LAS VIRGENES MUNICIPAL WATER	WATER-03/23-04/23	347.02	LMD #24
116409	5/31/2023	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE CONTRACT	319.71	LMD #24
116409	5/31/2023	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE CONTRACT	319.71	LMD #24
116436	5/31/2023	LAS VIRGENES MUNICIPAL WATER	WATER-03/23-04/23	304.01	LMD #24
116409	5/31/2023	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE CONTRACT	213.14	LMD #24
116436	5/31/2023	LAS VIRGENES MUNICIPAL WATER	WATER-03/23-04/23	189.53	LMD #24
116445	5/31/2023	SOUTHERN CALIFORNIA EDISON	ELECTRIC BILL-04/23-05/23	145.27	LMD #24
116436	5/31/2023	LAS VIRGENES MUNICIPAL WATER	WATER-03/23-04/23	112.21	LMD #24
116341	5/17/2023	US BANK	IRRIG SATELLITE FEED/SUPPLIES	44.85	LMD #24
116341	5/17/2023	US BANK	IRRIG SATELLITE FEED/SUPPLIES	29.90	LMD #24
116462	6/7/2023	BCC	06/23 PREMIUM DENTAL/VISION/CO	19.85	LMD #24
116341	5/17/2023	US BANK	IRRIG SATELLITE FEED/SUPPLIES	14.95	LMD #24
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	7.79	LMD #24
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	5.69	LMD #24
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	3.76	LMD #24
116462	6/7/2023	BCC	06/23 PREMIUM DENTAL/VISION/CO	3.70	LMD #24
116508	6/14/2023	CSAC-EXCESS INSURANCE	04/23-06/23 EAP PREMIUM	3.35	LMD #24
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	1.37	LMD #24

Total Amount for 25 Line Item(s) from LMD #24

\$12,672.42

LMD #27

116409	5/31/2023	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE CONTRACT	2,708.10	LMD #27
116341	5/17/2023	US BANK	IRRIG SATELLITE FEED/SUPPLIES	14.95	LMD #27
116462	6/7/2023	BCC	06/23 PREMIUM DENTAL/VISION/CO	6.62	LMD #27
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	2.41	LMD #27
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	1.81	LMD #27
116462	6/7/2023	BCC	06/23 PREMIUM DENTAL/VISION/CO	1.24	LMD #27
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	1.16	LMD #27
116508	6/14/2023	CSAC-EXCESS INSURANCE	04/23-06/23 EAP PREMIUM	1.08	LMD #27
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	0.43	LMD #27

Total Amount for 9 Line Item(s) from LMD #27

\$2,737.80

LMD #32

116436	5/31/2023	LAS VIRGENES MUNICIPAL WATER	WATER-03/23-04/23	665.56	LMD #32
--------	-----------	------------------------------	-------------------	--------	---------



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING
Reporting Period: 05/13/2023 to 06/16/2023

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
116409	5/31/2023	AZTECA LANDSCAPE	LANDSCAPE MAINTENANCE	584.41	LMD #32
116474	6/7/2023	GAZAN/ROBERT SHANE//	BRUSH CLEARANCE/WEED ABATEMENT	200.00	LMD #32
116341	5/17/2023	US BANK	IRRIG SATELLITE FEED/SUPPLIES	14.95	LMD #32
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	0.57	LMD #32
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	0.28	LMD #32
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	0.28	LMD #32
116508	6/14/2023	CSAC-EXCESS INSURANCE	04/23-06/23 EAP PREMIUM	0.11	LMD #32
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	0.07	LMD #32
Total Amount for 9 Line Item(s) from LMD #32				\$1,466.23	

LMD 22 - Common Benefit Area

116414	5/31/2023	CLEAN LAKES INC	LAKE MAINTENANCE/AERATION	22,769.69	LMD 22 - Common Benefit Area
116456	6/7/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE MAINTENANCE CONTRACT	11,656.91	LMD 22 - Common Benefit Area
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE MAINTENANCE CONTRACT	9,682.15	LMD 22 - Common Benefit Area
116456	6/7/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE MAINTENANCE CONTRACT	9,682.15	LMD 22 - Common Benefit Area
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE MAINTENANCE CONTRACT	9,369.54	LMD 22 - Common Benefit Area
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE MAINTENANCE CONTRACT	8,566.15	LMD 22 - Common Benefit Area
116456	6/7/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE MAINTENANCE CONTRACT	8,566.15	LMD 22 - Common Benefit Area
116436	5/31/2023	LAS VIRGENES MUNICIPAL WATER	WATER-03/23-04/23	7,314.34	LMD 22 - Common Benefit Area
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE MAINTENANCE CONTRACT	5,106.36	LMD 22 - Common Benefit Area
116456	6/7/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE MAINTENANCE CONTRACT	5,106.36	LMD 22 - Common Benefit Area
116445	5/31/2023	SOUTHERN CALIFORNIA EDISON	ELECTRIC BILL-04/23-05/23	4,170.66	LMD 22 - Common Benefit Area
116436	5/31/2023	LAS VIRGENES MUNICIPAL WATER	WATER-04/23-05/23	2,967.99	LMD 22 - Common Benefit Area
116322	5/17/2023	LAS VIRGENES MUNICIPAL WATER	WATER 02/23-03/23	2,711.72	LMD 22 - Common Benefit Area
116414	5/31/2023	CLEAN LAKES INC	LAKE MAINTENANCE/AERATION	2,375.05	LMD 22 - Common Benefit Area
116536	6/14/2023	SOUTHERN CALIFORNIA EDISON	ELECTRIC CHARGES-04/23-05/23	1,647.52	LMD 22 - Common Benefit Area
116473	6/7/2023	F.L.C. INC	BACKFLOW TEST/REPAIR	1,550.88	LMD 22 - Common Benefit Area
116436	5/31/2023	LAS VIRGENES MUNICIPAL WATER	WATER-03/23-04/23	916.15	LMD 22 - Common Benefit Area
116322	5/17/2023	LAS VIRGENES MUNICIPAL WATER	WATER 02/23-03/23	860.04	LMD 22 - Common Benefit Area
116333	5/17/2023	SOUTHERN CALIFORNIA EDISON	GAS 03/23-04/23	605.95	LMD 22 - Common Benefit Area
116536	6/14/2023	SOUTHERN CALIFORNIA EDISON	ELECTRIC CHARGES-04/23-05/23	476.45	LMD 22 - Common Benefit Area
116322	5/17/2023	LAS VIRGENES MUNICIPAL WATER	WATER 02/23-03/23	360.47	LMD 22 - Common Benefit Area
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	IRRIGATION REPAIRS	228.67	LMD 22 - Common Benefit Area
116436	5/31/2023	LAS VIRGENES MUNICIPAL WATER	WATER-03/23-04/23	204.40	LMD 22 - Common Benefit Area
116341	5/17/2023	US BANK	IRRIG SATELLITE FEED/SUPPLIES	179.40	LMD 22 - Common Benefit Area
116407	5/31/2023	AMERICAN HERITAGE LANDSCAPE LP	LANDSCAPE REFURBISHMENT	144.00	LMD 22 - Common Benefit Area
116462	6/7/2023	BCC	06/23 PREMIUM DENTAL/VISION/CO	95.44	LMD 22 - Common Benefit Area



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING
Reporting Period: 05/13/2023 to 06/16/2023

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
116341	5/17/2023	US BANK	IRRIG SATELLITE FEED/SUPPLIES	59.80	LMD 22 - Common Benefit Area
116341	5/17/2023	US BANK	IRRIG SATELLITE FEED/SUPPLIES	59.80	LMD 22 - Common Benefit Area
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	26.87	LMD 22 - Common Benefit Area
116462	6/7/2023	BCC	06/23 PREMIUM DENTAL/VISION/CO	20.94	LMD 22 - Common Benefit Area
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	19.19	LMD 22 - Common Benefit Area
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	12.97	LMD 22 - Common Benefit Area
116508	6/14/2023	CSAC-EXCESS INSURANCE	04/23-06/23 EAP PREMIUM	9.93	LMD 22 - Common Benefit Area
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	4.61	LMD 22 - Common Benefit Area
Total Amount for 34 Line Item(s) from LMD 22 - Common Benefit Area				\$117,528.70	

Media Operations

116339	5/17/2023	TRITON TECHNOLOGY SOLUTIONS	CHAMBER MASTER CONTROL UPGRADE	10,395.56	Media Operations
116541	6/14/2023	US BANK	EQUIPMENT/EMAIL BLAST/STORAGE	9,712.83	Media Operations
116519	6/14/2023	INSIGHT PUBLIC SECTOR, INC.	HARDWARE	2,389.90	Media Operations
116468	6/7/2023	CHARTER COMMUNICATIONS	INTERNET 05/23-06/23	1,615.00	Media Operations
116460	6/7/2023	AT&T	CITY HALL PHONES 04/23-05/23	1,207.07	Media Operations
116541	6/14/2023	US BANK	EQUIPMENT/EMAIL BLAST/STORAGE	799.34	Media Operations
116541	6/14/2023	US BANK	EQUIPMENT/EMAIL BLAST/STORAGE	799.34	Media Operations
116541	6/14/2023	US BANK	EQUIPMENT/EMAIL BLAST/STORAGE	780.00	Media Operations
116468	6/7/2023	CHARTER COMMUNICATIONS	TV SVC/CABLE MODEM 05/23-06/23	746.13	Media Operations
116341	5/17/2023	US BANK	REGISTRATIONS/LICENSE/SUPPLIES	677.84	Media Operations
116341	5/17/2023	US BANK	REGISTRATIONS/LICENSE/SUPPLIES	627.78	Media Operations
116541	6/14/2023	US BANK	LICENSES/DOMAINS REGISTRATIONS	627.78	Media Operations
116459	6/7/2023	AT&T	TELEPHONE SERVICE-05/23-06/23	594.52	Media Operations
116337	5/17/2023	TIME WARNER CABLE	INTERNET-04/23-05/23	588.89	Media Operations
116541	6/14/2023	US BANK	LICENSES/DOMAINS REGISTRATIONS	305.45	Media Operations
116341	5/17/2023	US BANK	REGISTRATIONS/LICENSE/SUPPLIES	187.41	Media Operations
116341	5/17/2023	US BANK	REGISTRATIONS/LICENSE/SUPPLIES	174.88	Media Operations
116352	5/24/2023	AT&T MOBILITY	EMERGENCY PHONES 04/23-05/23	173.38	Media Operations
116460	6/7/2023	AT&T	CITY HALL; PHONES 04/23-05/23	154.88	Media Operations
116341	5/17/2023	US BANK	REGISTRATIONS/LICENSE/SUPPLIES	142.34	Media Operations
116423	5/31/2023	GRACENOTE MEDIA SERVICES	CTV GUIDE LISTING	115.68	Media Operations
116361	5/24/2023	CHARTER COMMUNICATIONS	CHARTER COMMUNIC-05/23-06/23	105.30	Media Operations
116341	5/17/2023	US BANK	SOCIAL MEDIA/TRAINING/STORAGE	95.00	Media Operations
116541	6/14/2023	US BANK	EQUIPMENT/EMAIL BLAST/STORAGE	95.00	Media Operations
116541	6/14/2023	US BANK	EQUIPMENT/EMAIL BLAST/STORAGE	95.00	Media Operations
116548	6/14/2023	ZIMMERMAN/YADIRA//	REIMBURSEMENT	92.07	Media Operations



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 05/13/2023 to 06/16/2023

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
116341	5/17/2023	US BANK	SOCIAL MEDIA/TRAINING/STORAGE	84.00	Media Operations
116541	6/14/2023	US BANK	EQUIPMENT/EMAIL BLAST/STORAGE	77.25	Media Operations
116541	6/14/2023	US BANK	EQUIPMENT/EMAIL BLAST/STORAGE	77.25	Media Operations
116541	6/14/2023	US BANK	EQUIPMENT/EMAIL BLAST/STORAGE	63.01	Media Operations
116541	6/14/2023	US BANK	EQUIPMENT/EMAIL BLAST/STORAGE	56.33	Media Operations
116341	5/17/2023	US BANK	REGISTRATIONS/LICENSE/SUPPLIES	45.00	Media Operations
116341	5/17/2023	US BANK	SOCIAL MEDIA/TRAINING/STORAGE	45.00	Media Operations
116541	6/14/2023	US BANK	LICENSES/DOMAINS REGISTRATIONS	45.00	Media Operations
116397	5/24/2023	STAPLES	OFFICE SUPPLIES	43.79	Media Operations
116548	6/14/2023	ZIMMERMAN/YADIRA//	REIMBURSEMENT	30.21	Media Operations
116341	5/17/2023	US BANK	REGISTRATIONS/LICENSE/SUPPLIES	25.00	Media Operations
116541	6/14/2023	US BANK	LICENSES/DOMAINS REGISTRATIONS	25.00	Media Operations
116341	5/17/2023	US BANK	REGISTRATIONS/LICENSE/SUPPLIES	19.98	Media Operations
116541	6/14/2023	US BANK	LICENSES/DOMAINS REGISTRATIONS	19.98	Media Operations
116397	5/24/2023	STAPLES	OFFICE SUPPLIES	18.93	Media Operations
116541	6/14/2023	US BANK	EQUIPMENT/EMAIL BLAST/STORAGE	16.41	Media Operations
116397	5/24/2023	STAPLES	OFFICE SUPPLIES	8.62	Media Operations
116341	5/17/2023	US BANK	REGISTRATIONS/LICENSE/SUPPLIES	3.98	Media Operations
116341	5/17/2023	US BANK	REGISTRATIONS/LICENSE/SUPPLIES	3.98	Media Operations
116341	5/17/2023	US BANK	REGISTRATIONS/LICENSE/SUPPLIES	3.98	Media Operations
116341	5/17/2023	US BANK	REGISTRATIONS/LICENSE/SUPPLIES	3.98	Media Operations
116541	6/14/2023	US BANK	LICENSES/DOMAINS REGISTRATIONS	3.98	Media Operations
116541	6/14/2023	US BANK	LICENSES/DOMAINS REGISTRATIONS	3.98	Media Operations
116541	6/14/2023	US BANK	LICENSES/DOMAINS REGISTRATIONS	3.98	Media Operations
116341	5/17/2023	US BANK	SOCIAL MEDIA/TRAINING/STORAGE	2.99	Media Operations
116541	6/14/2023	US BANK	EQUIPMENT/EMAIL BLAST/STORAGE	2.99	Media Operations
116341	5/17/2023	US BANK	REGISTRATIONS/LICENSE/SUPPLIES	1.99	Media Operations
116541	6/14/2023	US BANK	LICENSES/DOMAINS REGISTRATIONS	1.99	Media Operations
Total Amount for 54 Line Item(s) from Media Operations				\$34,036.95	

Non-Departmental - Finance

116502	6/14/2023	CALABASAS CHAMBER OF COMMERCE	CONTRIBUTION TO CHAMBER	20,000.00	Non-Departmental - Finance
116441	5/31/2023	SAN FERNANDO VALLEY COMMUNITY	INTERIM HOUSING/SUPPORT SERVIC	12,000.00	Non-Departmental - Finance
116439	5/31/2023	MOUNTAINS RESTORATION TRUST	SEMI-ANNUAL HWC MAINTENANCE	10,000.00	Non-Departmental - Finance
116438	5/31/2023	MICHAEL BAKER INTERNATIONAL	CDBG RES REHAB CONSULTING	6,855.00	Non-Departmental - Finance
116442	5/31/2023	SECURAL SECURITY CORP	PARKING ENFORCEMENT SERVICES	3,814.28	Non-Departmental - Finance
116314	5/17/2023	EMPLOYMENT DEVELOPMENT	UNEMPLOYMENT INSURANCE	3,541.00	Non-Departmental - Finance



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING
Reporting Period: 05/13/2023 to 06/16/2023

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
116438	5/31/2023	MICHAEL BAKER INTERNATIONAL	CDBG RES REHAB CONSULTING	2,095.50	Non-Departmental - Finance
116503	6/14/2023	CANON FINANCIAL SERVICES INC	PRINTER LEASE-CH/LIBRARY	1,678.04	Non-Departmental - Finance
116416	5/31/2023	CORODATA RECORDS MANAGEMENT,	RECORDS MANAGEMENT	520.94	Non-Departmental - Finance
116411	5/31/2023	CANON SOLUTIONS AMERICA, INC	PRINTER USAGE- CH UPSTAIRS CR	505.51	Non-Departmental - Finance
116532	6/14/2023	QUADIENT LEASING USA, INC.	POSTAGE FUNDING	500.00	Non-Departmental - Finance
116341	5/17/2023	US BANK	SUPPLIES/REFRESHMENTS/ZOOM	460.97	Non-Departmental - Finance
116397	5/24/2023	STAPLES	KITCHEN SUPPLIES	412.91	Non-Departmental - Finance
116541	6/14/2023	US BANK	MEMBERSHIPS/REFRESHMENTS/GAS	352.29	Non-Departmental - Finance
116397	5/24/2023	STAPLES	KITCHEN SUPPLIES	314.55	Non-Departmental - Finance
116411	5/31/2023	CANON SOLUTIONS AMERICA, INC	PRINTER USAGE- LMD	298.03	Non-Departmental - Finance
116541	6/14/2023	US BANK	ADVERTISEMENT/REFRESHMENTS	273.05	Non-Departmental - Finance
116446	5/31/2023	STAPLES	KITCHEN SUPPLIES	168.15	Non-Departmental - Finance
116538	6/14/2023	STAPLES	KITCHEN SUPPLIES	137.00	Non-Departmental - Finance
116417	5/31/2023	CR PRINT	BUSINESS CARDS	123.19	Non-Departmental - Finance
116541	6/14/2023	US BANK	SUPPLIES/CONFERENCE/FEES	116.41	Non-Departmental - Finance
116462	6/7/2023	BCC	06/23 PREMIUM DENTAL/VISION/CO	100.00	Non-Departmental - Finance
116417	5/31/2023	CR PRINT	BUSINESS CARDS	94.89	Non-Departmental - Finance
116411	5/31/2023	CANON SOLUTIONS AMERICA, INC	PRINTER USAGE- SR CTR	87.00	Non-Departmental - Finance
116397	5/24/2023	STAPLES	OFFICE/KITCHEN SUPPLIES	79.19	Non-Departmental - Finance
116335	5/17/2023	STAPLES	KITCHEN SUPPLIES	75.23	Non-Departmental - Finance
116541	6/14/2023	US BANK	SUPPLIES/CONFERENCE/FEES	71.00	Non-Departmental - Finance
116411	5/31/2023	CANON SOLUTIONS AMERICA, INC	PRINTER USAGE- B&S	67.83	Non-Departmental - Finance
116541	6/14/2023	US BANK	SUPPLIES/CONFERENCE/FEES	59.94	Non-Departmental - Finance
116538	6/14/2023	STAPLES	KITCHEN SUPPLIES	58.99	Non-Departmental - Finance
116541	6/14/2023	US BANK	MEMBERSHIPS/REFRESHMENTS/GAS	57.96	Non-Departmental - Finance
116341	5/17/2023	US BANK	SUPPLIES/REFRESHMENTS/ZOOM	49.96	Non-Departmental - Finance
116341	5/17/2023	US BANK	TRAINING/ADVERTISING/SUPPLIES	46.62	Non-Departmental - Finance
116411	5/31/2023	CANON SOLUTIONS AMERICA, INC	PRINTER USAGE- DA ANZA	30.66	Non-Departmental - Finance
116397	5/24/2023	STAPLES	OFFICE/KITCHEN SUPPLIES	30.11	Non-Departmental - Finance
116541	6/14/2023	US BANK	SUPPLIES/CONFERENCE/FEES	22.80	Non-Departmental - Finance
116541	6/14/2023	US BANK	SUPPLIES/CONFERENCE/FEES	19.99	Non-Departmental - Finance
116541	6/14/2023	US BANK	SUPPLIES/CONFERENCE/FEES	13.55	Non-Departmental - Finance
116341	5/17/2023	US BANK	SUPPLIES/REFRESHMENTS/ZOOM	5.19	Non-Departmental - Finance
Total Amount for 39 Line Item(s) from Non-Departmental - Finance				\$65,137.73	

Payroll

116462	6/7/2023	BCC	06/23 PREMIUM DENTAL/VISION/CO	5,107.97	Payroll
--------	----------	-----	--------------------------------	----------	---------



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING
Reporting Period: 05/13/2023 to 06/16/2023

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	1,669.22	Payroll
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	1,140.98	Payroll
116462	6/7/2023	BCC	06/23 PREMIUM DENTAL/VISION/CO	1,061.39	Payroll
116387	5/24/2023	LYSIK/GARY J//	HEALTH INS REIMB (RETIREE)	840.04	Payroll
116395	5/24/2023	RUBIN/JEFF//	HEALTH INS REIMB (RETIREE)	840.04	Payroll
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	805.32	Payroll
116377	5/24/2023	HILL/BOB//	HEALTH INS REIMB (RETIREE)	689.04	Payroll
116508	6/14/2023	CSAC-EXCESS INSURANCE	04/23-06/23 EAP PREMIUM	607.78	Payroll
116386	5/24/2023	LOPATA/MARVIN//	HEALTH INS REIMB (RETIREE)	415.50	Payroll
116359	5/24/2023	CATE/CHARLES R.//	HEALTH INS REIMB (RETIREE)	415.50	Payroll
116402	5/24/2023	WASHBURN/DENNIS//	HEALTH INS REIMB (RETIREE)	415.50	Payroll
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	274.42	Payroll
116374	5/24/2023	GROVEMAN/BARRY//	HEALTH INS REIMB (RETIREE)	269.02	Payroll
116393	5/24/2023	PARKER/ROBIN//	HEALTH INS REIMB (RETIREE)	148.68	Payroll
Total Amount for 15 Line Item(s) from Payroll				\$14,700.40	

Police / Fire / Safety

116434	5/31/2023	L.A. CO. SHERIFF'S DEPT.	SHERIFF SERVICES	420,694.14	Police / Fire / Safety
116434	5/31/2023	L.A. CO. SHERIFF'S DEPT.	SHERIFF SERVICES	10,943.11	Police / Fire / Safety
116480	6/7/2023	L.A. CO. SHERIFF'S DEPT.	VIEWPOINT-SPECIAL EVENTS	5,520.57	Police / Fire / Safety
116479	6/7/2023	L.A. CO. DEPT. OF ANIMAL CARE	04/23 ANIMAL CARE/CONTROL	4,200.43	Police / Fire / Safety
Total Amount for 4 Line Item(s) from Police / Fire / Safety				\$441,358.25	

Public Safety & Emergency Preparedness

116327	5/17/2023	NEWBURY PARK TREE SERVICE INC	WOOLSEY FIRE DEAD TREE REMOVAL	9,355.00	Public Safety & Emergency Preparedness
116472	6/7/2023	EWB EMERGENCY MANAGEMENT LLC	EOC TRAINING	2,323.64	Public Safety & Emergency Preparedness
116472	6/7/2023	EWB EMERGENCY MANAGEMENT LLC	EOC TRAINING	1,602.84	Public Safety & Emergency Preparedness
116372	5/24/2023	GLOBAL POWER SUPPLY LLC	SITE EVALUATION FOR GENERATOR	1,000.00	Public Safety & Emergency Preparedness
116541	6/14/2023	US BANK	CONFERENCE/GAS/PHONE SERVICE	970.89	Public Safety & Emergency Preparedness
116419	5/31/2023	DYER/MICHAEL//	CFED CONFERENCE REIMBURSEMENT	755.69	Public Safety & Emergency Preparedness
116341	5/17/2023	US BANK	SATELLITE PHONE/CONFERENCE/FEE	137.60	Public Safety & Emergency Preparedness
116541	6/14/2023	US BANK	CONFERENCE/GAS/PHONE SERVICE	137.60	Public Safety & Emergency Preparedness
116541	6/14/2023	US BANK	CONFERENCE/GAS/PHONE SERVICE	119.08	Public Safety & Emergency Preparedness
116341	5/17/2023	US BANK	SATELLITE PHONE/CONFERENCE/FEE	103.90	Public Safety & Emergency Preparedness
116541	6/14/2023	US BANK	CONFERENCE/GAS/PHONE SERVICE	93.13	Public Safety & Emergency Preparedness
116341	5/17/2023	US BANK	SATELLITE PHONE/CONFERENCE/FEE	70.00	Public Safety & Emergency Preparedness



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING
Reporting Period: 05/13/2023 to 06/16/2023

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
116541	6/14/2023	US BANK	CONFERENCE/GAS/PHONE SERVICE	68.30	Public Safety & Emergency Preparedness
116541	6/14/2023	US BANK	CONFERENCE/GAS/PHONE SERVICE	35.00	Public Safety & Emergency Preparedness
116541	6/14/2023	US BANK	CONFERENCE/GAS/PHONE SERVICE	28.06	Public Safety & Emergency Preparedness
116541	6/14/2023	US BANK	CONFERENCE/GAS/PHONE SERVICE	19.35	Public Safety & Emergency Preparedness
116341	5/17/2023	US BANK	SATELLITE PHONE/CONFERENCE/FEE	19.32	Public Safety & Emergency Preparedness
116541	6/14/2023	US BANK	CONFERENCE/GAS/PHONE SERVICE	15.00	Public Safety & Emergency Preparedness
Total Amount for 18 Line Item(s) from Public Safety & Emergency Preparedness				\$16,854.40	

Public Works

116371	5/24/2023	GAZAN/ROBERT SHANE//	BRUSH CLEARANCE	56,937.71	Public Works
116327	5/17/2023	NEWBURY PARK TREE SERVICE INC	LANDSCAPE MAINTENANCE CONTR	18,430.71	Public Works
116327	5/17/2023	NEWBURY PARK TREE SERVICE INC	LANDSCAPE MAINTENANCE	16,820.98	Public Works
116327	5/17/2023	NEWBURY PARK TREE SERVICE INC	LANDSCAPE REFURBISHMENT	11,546.76	Public Works
116485	6/7/2023	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING	10,013.75	Public Works
116367	5/24/2023	DOWNSTREAM SERVICES INC	CDS UNITS & SD BMPS	9,303.00	Public Works
116303	5/17/2023	CLEANSTREET INC	CITYWIDE ST SWEEPINMG-03/23	9,044.92	Public Works
116474	6/7/2023	GAZAN/ROBERT SHANE//	BRUSH CLEARANCE/WEED ABATEMENT	7,200.00	Public Works
116474	6/7/2023	GAZAN/ROBERT SHANE//	BRUSH CLEARANCE/WEED ABATEMENT	6,141.20	Public Works
116474	6/7/2023	GAZAN/ROBERT SHANE//	BRUSH CLEARANCE	5,980.00	Public Works
116432	5/31/2023	KIMLEY-HORN AND ASSOCIATES	CONTRACTUAL SERVICES	5,862.80	Public Works
116491	6/7/2023	TKM ENGINEERING	CONTRACTUAL SERVICES	4,680.00	Public Works
116315	5/17/2023	GAZAN/ROBERT SHANE//	ANNUAL BRUSH CLEARANCE	4,518.80	Public Works
116474	6/7/2023	GAZAN/ROBERT SHANE//	BRUSH CLEARANCE/WEED ABATEMENT	3,895.20	Public Works
116338	5/17/2023	TKM ENGINEERING	CONTRACTUAL SERVICES	3,575.00	Public Works
116474	6/7/2023	GAZAN/ROBERT SHANE//	BRUSH CLEARANCE/WEED ABATEMENT	3,540.00	Public Works
116327	5/17/2023	NEWBURY PARK TREE SERVICE INC	STRATEGIC PRIORITY PLAN	3,421.68	Public Works
116315	5/17/2023	GAZAN/ROBERT SHANE//	ANNUAL BRUSH CLEARANCE	3,372.20	Public Works
116315	5/17/2023	GAZAN/ROBERT SHANE//	BRUSH CLEARANCE	3,100.00	Public Works
116327	5/17/2023	NEWBURY PARK TREE SERVICE INC	TREE TRIM EMERGENCY	2,797.50	Public Works
116430	5/31/2023	ISSAKHANI/MARINA//	RECYCLING COORDINATOR	2,400.00	Public Works
116320	5/17/2023	ISSAKHANI/MARINA//	WASTE MANAGEMENT/RECYCLING	2,340.00	Public Works
116357	5/24/2023	BURNS PACIFIC CONSTRUCTION	EMERGENCY CLEANUP STORMS 01/23	2,239.73	Public Works
116474	6/7/2023	GAZAN/ROBERT SHANE//	BRUSH CLEARANCE/WEED ABATEMENT	2,119.79	Public Works
116485	6/7/2023	NEWBURY PARK TREE SERVICE INC	TREE REMOVAL/TRIMMING	2,103.00	Public Works
116436	5/31/2023	LAS VIRGENES MUNICIPAL WATER	WATER-03/23-04/23	2,080.39	Public Works
116436	5/31/2023	LAS VIRGENES MUNICIPAL WATER	WATER-04/23-05/23	1,777.54	Public Works
116440	5/31/2023	NEWBURY PARK TREE SERVICE INC	TREE REMOVAL/TRIMMING	1,705.00	Public Works



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING
Reporting Period: 05/13/2023 to 06/16/2023

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
116485	6/7/2023	NEWBURY PARK TREE SERVICE INC	TREE REMOVAL	1,615.00	Public Works
116473	6/7/2023	F.L.C. INC	BACKFLOW TEST/REPAIR	1,461.20	Public Works
116345	5/17/2023	WILLDAN ASSOCIATES INC.	CONTRACTUAL SERVICES	1,415.25	Public Works
116327	5/17/2023	NEWBURY PARK TREE SERVICE INC	TREE PLANTING	1,287.50	Public Works
116485	6/7/2023	NEWBURY PARK TREE SERVICE INC	TREE REMOVAL/TRIMMING	1,235.00	Public Works
116436	5/31/2023	LAS VIRGENES MUNICIPAL WATER	WATER-03/23-04/23	1,161.51	Public Works
116436	5/31/2023	LAS VIRGENES MUNICIPAL WATER	WATER-04/23-05/23	1,092.57	Public Works
116365	5/24/2023	COUNTY OF LOS ANGELES	SEWER INSPECTION	1,049.41	Public Works
116458	6/7/2023	APWA	MEMBERSHIP 06/23-05/24	1,005.00	Public Works
116341	5/17/2023	US BANK	SPEC EVENT SUPPLYPS/,MEMBRSH	972.64	Public Works
116304	5/17/2023	CONVERSE CONSULTANTS	ANNUAL STREET RESURFACING	917.50	Public Works
116481	6/7/2023	LAS VIRGENES MUNICIPAL WATER	WATER-04/23-05/23 PUBLIC WORKS	828.61	Public Works
116400	5/24/2023	VALLEY NEWS GROUP	ADVERTISEMENT	800.00	Public Works
116453	5/31/2023	WILLDAN ASSOCIATES INC.	MEASURE W REPORT & PLAN	759.00	Public Works
116440	5/31/2023	NEWBURY PARK TREE SERVICE INC	TREE REMOVAL/TRIMMING	705.00	Public Works
116327	5/17/2023	NEWBURY PARK TREE SERVICE INC	IRRIGATION REPAIRS - PARKS	695.75	Public Works
116436	5/31/2023	LAS VIRGENES MUNICIPAL WATER	WATER- M# 0612190144/#07000738	693.74	Public Works
116322	5/17/2023	LAS VIRGENES MUNICIPAL WATER	WATER 03/23-04/23 PARKS	642.86	Public Works
116474	6/7/2023	GAZAN/ROBERT SHANE//	BRUSH CLEARANCE/WEED ABATEMENT	600.00	Public Works
116327	5/17/2023	NEWBURY PARK TREE SERVICE INC	TREE TRIMMING	585.00	Public Works
116327	5/17/2023	NEWBURY PARK TREE SERVICE INC	IRRIGATION REPAIR	577.80	Public Works
116345	5/17/2023	WILLDAN ASSOCIATES INC.	CONTRACTUAL SERVICES	551.00	Public Works
116473	6/7/2023	F.L.C. INC	BACKFLOW TEST/REPAIR	391.16	Public Works
116322	5/17/2023	LAS VIRGENES MUNICIPAL WATER	WATER 02/23-03/23	345.11	Public Works
116541	6/14/2023	US BANK	FUEL/MAINTENANCE SUPPLIES	342.68	Public Works
116327	5/17/2023	NEWBURY PARK TREE SERVICE INC	IRRIGATION REPAIR	332.11	Public Works
116541	6/14/2023	US BANK	AMAZON/ATT/HOTELS	312.48	Public Works
116541	6/14/2023	US BANK	AMAZON/ATT/HOTELS	312.48	Public Works
116306	5/17/2023	COUNTY OF LOS ANGELES	WATER & SANITARY Y050653A	303.00	Public Works
116322	5/17/2023	LAS VIRGENES MUNICIPAL WATER	WATER 03/23-04/23 PUBLIC WORKS	297.95	Public Works
116512	6/14/2023	GRAINGER	HARD HATS FOR COMM. SERVICES	297.84	Public Works
116481	6/7/2023	LAS VIRGENES MUNICIPAL WATER	WATER-04/23-05/23 PARKS	291.05	Public Works
116336	5/17/2023	SWRCB	LAS VIRGENES CREEK INDEX 43536	276.00	Public Works
116341	5/17/2023	US BANK	SPEC EVENT SUPPLYPS/,MEMBRSH	260.57	Public Works
116327	5/17/2023	NEWBURY PARK TREE SERVICE INC	IRRIGATION REPAIR - PARKS	230.11	Public Works
116341	5/17/2023	US BANK	SPEC EVENT SUPPLYPS/,MEMBRSH	230.05	Public Works
116341	5/17/2023	US BANK	IRRIG SATELLITE FEED/SUPPLIES	194.35	Public Works
116341	5/17/2023	US BANK	FUEL/SUPPLIES	180.66	Public Works



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 05/13/2023 to 06/16/2023

Date: 6/15/2023

Time: 11:38:09AM

Page 26 of 34

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
116327	5/17/2023	NEWBURY PARK TREE SERVICE INC	IRRIGATION REPAIR - PARKS	178.23	Public Works
116341	5/17/2023	US BANK	FUEL/SUPPLIES	169.51	Public Works
116322	5/17/2023	LAS VIRGENES MUNICIPAL WATER	WATER 02/23-03/23	168.17	Public Works
116341	5/17/2023	US BANK	FUEL/SUPPLIES	167.21	Public Works
116341	5/17/2023	US BANK	IRRIG SATELLITE FEED/SUPPLIES	164.24	Public Works
116445	5/31/2023	SOUTHERN CALIFORNIA EDISON	ELECTRIC BILL-04/23-05/23	163.00	Public Works
116542	6/14/2023	VALLEY NEWS GROUP	AD- CARWASH 05/23	150.00	Public Works
116341	5/17/2023	US BANK	IRRIG SATELLITE FEED/SUPPLIES	149.50	Public Works
116341	5/17/2023	US BANK	SPEC EVENT SUPPLYPS,/MEMBRSH	145.41	Public Works
116327	5/17/2023	NEWBURY PARK TREE SERVICE INC	IRRIGATION REPAIR	143.47	Public Works
116327	5/17/2023	NEWBURY PARK TREE SERVICE INC	IRRIGATION REPAIR	143.14	Public Works
116327	5/17/2023	NEWBURY PARK TREE SERVICE INC	IRRIGATION REPAIR	140.03	Public Works
116327	5/17/2023	NEWBURY PARK TREE SERVICE INC	IRRIGATION REPAIR	136.30	Public Works
116541	6/14/2023	US BANK	FUEL/CONFERENCE	120.00	Public Works
116541	6/14/2023	US BANK	FUEL/CONFERENCE	120.00	Public Works
116341	5/17/2023	US BANK	FUEL/SUPPLIES	118.26	Public Works
116341	5/17/2023	US BANK	FUEL/SUPPLIES	92.41	Public Works
116541	6/14/2023	US BANK	FUEL/MAINTENANCE SUPPLIES	90.58	Public Works
116341	5/17/2023	US BANK	FUEL/SUPPLIES	87.56	Public Works
116541	6/14/2023	US BANK	FUEL/CONFERENCE	80.00	Public Works
116341	5/17/2023	US BANK	FUEL/SUPPLIES	74.43	Public Works
116541	6/14/2023	US BANK	FUEL/CONFERENCE	70.00	Public Works
116341	5/17/2023	US BANK	FUEL/SUPPLIES	50.55	Public Works
116341	5/17/2023	US BANK	FUEL/SUPPLIES	50.06	Public Works
116541	6/14/2023	US BANK	FUEL/MAINTENANCE SUPPLIES	43.75	Public Works
116536	6/14/2023	SOUTHERN CALIFORNIA EDISON	ELECTRIC CHARGES-04/23-05/23	38.04	Public Works
116541	6/14/2023	US BANK	FUEL/MAINTENANCE SUPPLIES	37.19	Public Works
116341	5/17/2023	US BANK	SPEC EVENT SUPPLYPS,/MEMBRSH	35.02	Public Works
116341	5/17/2023	US BANK	FUEL/SUPPLIES	21.11	Public Works
116341	5/17/2023	US BANK	FUEL/SUPPLIES	17.94	Public Works
116341	5/17/2023	US BANK	SPEC EVENT SUPPLYPS,/MEMBRSH	16.41	Public Works
116541	6/14/2023	US BANK	AMAZON/ATT/HOTELS	16.41	Public Works
116462	6/7/2023	BCC	06/23 PREMIUM DENTAL/VISION/CO	12.30	Public Works
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	11.57	Public Works
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	11.07	Public Works
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	10.06	Public Works
116341	5/17/2023	US BANK	FUEL/SUPPLIES	7.63	Public Works
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	7.59	Public Works



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING
Reporting Period: 05/13/2023 to 06/16/2023

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	7.32	Public Works
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	6.80	Public Works
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	6.35	Public Works
116462	6/7/2023	BCC	06/23 PREMIUM DENTAL/VISION/CO	5.71	Public Works
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	5.58	Public Works
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	5.33	Public Works
116541	6/14/2023	US BANK	FUEL/MAINTENANCE SUPPLIES	4.92	Public Works
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	4.85	Public Works
116462	6/7/2023	BCC	06/23 PREMIUM DENTAL/VISION/CO	4.40	Public Works
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	4.06	Public Works
116462	6/7/2023	BCC	06/23 PREMIUM DENTAL/VISION/CO	3.52	Public Works
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	3.28	Public Works
116508	6/14/2023	CSAC-EXCESS INSURANCE	04/23-06/23 EAP PREMIUM	3.13	Public Works
116462	6/7/2023	BCC	06/23 PREMIUM DENTAL/VISION/CO	3.06	Public Works
116508	6/14/2023	CSAC-EXCESS INSURANCE	04/23-06/23 EAP PREMIUM	3.03	Public Works
116341	5/17/2023	US BANK	APPLE STORAGE	2.99	Public Works
116541	6/14/2023	US BANK	SUBSCRIPTION	2.99	Public Works
116508	6/14/2023	CSAC-EXCESS INSURANCE	04/23-06/23 EAP PREMIUM	2.60	Public Works
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	1.83	Public Works
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	1.76	Public Works
116508	6/14/2023	CSAC-EXCESS INSURANCE	04/23-06/23 EAP PREMIUM	1.62	Public Works
116462	6/7/2023	BCC	06/23 PREMIUM DENTAL/VISION/CO	1.54	Public Works
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	1.52	Public Works
116462	6/7/2023	BCC	06/23 PREMIUM DENTAL/VISION/CO	1.23	Public Works
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	1.14	Public Works
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	0.98	Public Works
116462	6/7/2023	BCC	06/23 PREMIUM DENTAL/VISION/CO	0.89	Public Works
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	0.55	Public Works
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	0.55	Public Works
116508	6/14/2023	CSAC-EXCESS INSURANCE	04/23-06/23 EAP PREMIUM	0.22	Public Works
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	0.13	Public Works
116341	5/17/2023	US BANK	IRRIG SATELLITE FEED/SUPPLIES	-428.12	Public Works
Total Amount for 136 Line Item(s) from Public Works				\$235,120.51	

Recoverable / Refund / Liability

116392	5/24/2023	P&A ADMINISTRATIVE SVCS INC	FSA HEALTH	3,050.00	Recoverable / Refund / Liability
116392	5/24/2023	P&A ADMINISTRATIVE SVCS INC	FSA HEALTH	1,613.08	Recoverable / Refund / Liability



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING
Reporting Period: 05/13/2023 to 06/16/2023

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
116392	5/24/2023	P&A ADMINISTRATIVE SVCS INC	FSA HEALTH	1,377.08	Recoverable / Refund / Liability
116392	5/24/2023	P&A ADMINISTRATIVE SVCS INC	FSA HEALTH	1,318.00	Recoverable / Refund / Liability
116392	5/24/2023	P&A ADMINISTRATIVE SVCS INC	FSA HEALTH	1,163.85	Recoverable / Refund / Liability
116486	6/7/2023	P&A ADMINISTRATIVE SVCS INC	FSA HEALTH	668.31	Recoverable / Refund / Liability
116444	5/31/2023	SOMETHIN ELSE SOUND	FILM PERMIT BOND REFUND	590.00	Recoverable / Refund / Liability
116392	5/24/2023	P&A ADMINISTRATIVE SVCS INC	FSA HEALTH	450.00	Recoverable / Refund / Liability
116312	5/17/2023	DIAMOND/LESLIE//	PERMIT REFUND-22707 BRANDYWINE	358.41	Recoverable / Refund / Liability
116392	5/24/2023	P&A ADMINISTRATIVE SVCS INC	FSA HEALTH	246.20	Recoverable / Refund / Liability
116418	5/31/2023	DIV. OF STATE ARCHITECT	10/22-12/22 DSA FEES/RETAINER	216.00	Recoverable / Refund / Liability
116392	5/24/2023	P&A ADMINISTRATIVE SVCS INC	FSA HEALTH	205.00	Recoverable / Refund / Liability
116513	6/14/2023	GUTIERREZ/LIONEL//	REFUND-DUPLICATE PAYMENT	182.31	Recoverable / Refund / Liability
116418	5/31/2023	DIV. OF STATE ARCHITECT	01/23-03/23 DSA FEES/RETAINER	152.00	Recoverable / Refund / Liability
116392	5/24/2023	P&A ADMINISTRATIVE SVCS INC	FSA HEALTH	150.00	Recoverable / Refund / Liability
116418	5/31/2023	DIV. OF STATE ARCHITECT	07/22-09/22 DSA FEES/RETAINER	128.00	Recoverable / Refund / Liability
116376	5/24/2023	HAUGEN/MARSHA//	REFUND-COUNTRY LINE DANCE PROR	105.01	Recoverable / Refund / Liability
116447	5/31/2023	STEINBERGER/MIMI//	CLASS REFUND	96.00	Recoverable / Refund / Liability
116392	5/24/2023	P&A ADMINISTRATIVE SVCS INC	FSA HEALTH	57.28	Recoverable / Refund / Liability
116392	5/24/2023	P&A ADMINISTRATIVE SVCS INC	FSA HEALTH	48.42	Recoverable / Refund / Liability
116425	5/31/2023	HAGGERTY/DIANE//	REFUND-CANCELLED CLASS	48.00	Recoverable / Refund / Liability
116312	5/17/2023	DIAMOND/LESLIE//	PERMIT REFUND-22707 BRANDYWINE	-1.00	Recoverable / Refund / Liability
116312	5/17/2023	DIAMOND/LESLIE//	PERMIT REFUND-22707 BRANDYWINE	-39.00	Recoverable / Refund / Liability
116418	5/31/2023	DIV. OF STATE ARCHITECT	07/22-09/22 DSA FEES/RETAINER	-115.20	Recoverable / Refund / Liability
116418	5/31/2023	DIV. OF STATE ARCHITECT	01/23-03/23 DSA FEES/RETAINER	-136.80	Recoverable / Refund / Liability
116418	5/31/2023	DIV. OF STATE ARCHITECT	10/22-12/22 DSA FEES/RETAINER	-194.40	Recoverable / Refund / Liability
116373	5/24/2023	GMZ ENGINEERING, INC.	PROGRESS REPORT/RETENTION	-9,657.50	Recoverable / Refund / Liability
Total Amount for 27 Line Item(s) from Recoverable / Refund / Liability				\$2,079.05	

Tennis & Swim Center

116515	6/14/2023	HASA INC	POOL UPGRADES	9,914.31	Tennis & Swim Center
116318	5/17/2023	HASA INC	POOL REPAIRS	9,888.67	Tennis & Swim Center
116515	6/14/2023	HASA INC	POOL REPAIRS	8,686.90	Tennis & Swim Center
116515	6/14/2023	HASA INC	POOL REPAIRS	7,360.61	Tennis & Swim Center
116305	5/17/2023	COOKSEY'S LIFEGUARD & SWIM LLC	LIFEGUARD PAYROLL	6,619.59	Tennis & Swim Center
116506	6/14/2023	COOKSEY'S LIFEGUARD & SWIM LLC	LIFEGUARD PAYROLL	6,154.40	Tennis & Swim Center
116531	6/14/2023	ONTARIO REFRIGERATION SVC INC	KITCHEN SWAMP COOLER	5,348.00	Tennis & Swim Center
116541	6/14/2023	US BANK	SOFTWARE/SUPPLIES/SCANNNG SVC	4,002.05	Tennis & Swim Center
116415	5/31/2023	COOKSEY'S LIFEGUARD & SWIM LLC	PAYROLL-LIFEGUARDS	3,354.87	Tennis & Swim Center



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING
Reporting Period: 05/13/2023 to 06/16/2023

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
116537	6/14/2023	SOUTHERN CALIFORNIA GAS CO	05/23 GAS CHARGES	2,992.84	Tennis & Swim Center
116445	5/31/2023	SOUTHERN CALIFORNIA EDISON	ELECTRIC TS-04/23-05/23	2,523.54	Tennis & Swim Center
116531	6/14/2023	ONTARIO REFRIGERATION SVC INC	KITCHEN AC REPAIR	2,361.63	Tennis & Swim Center
116334	5/17/2023	SOUTHERN CALIFORNIA GAS CO	04/23 GAS CHARGES	2,301.33	Tennis & Swim Center
116530	6/14/2023	NEWBURY PARK TREE SERVICE INC	LANDSCAPING	2,005.33	Tennis & Swim Center
116445	5/31/2023	SOUTHERN CALIFORNIA EDISON	ELECTRIC BILL-04/23-05/23	1,950.85	Tennis & Swim Center
116531	6/14/2023	ONTARIO REFRIGERATION SVC INC	ROOMS 1&2 AC REPAIR	1,947.29	Tennis & Swim Center
116382	5/24/2023	LAS VIRGENES MUNICIPAL WATER	WATER BILL 04/23-05/23	1,730.78	Tennis & Swim Center
116515	6/14/2023	HASA INC	POOL REPAIR	1,669.80	Tennis & Swim Center
116541	6/14/2023	US BANK	FUN RUN SUPPLIES/EMAIL	1,514.49	Tennis & Swim Center
116544	6/14/2023	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	1,353.97	Tennis & Swim Center
116428	5/31/2023	IAM PACIFIC WELLNESS	GYM EQUIPMENT	1,345.70	Tennis & Swim Center
116544	6/14/2023	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	1,193.13	Tennis & Swim Center
116435	5/31/2023	L.A. COUNTY PUBLIC HEALTH SVCS	PERMITS	1,020.00	Tennis & Swim Center
116351	5/24/2023	AT&T	TELEPHONE BILL -4/23-05/23	904.19	Tennis & Swim Center
116515	6/14/2023	HASA INC	POOL CHEMICALS	900.00	Tennis & Swim Center
116341	5/17/2023	US BANK	FITNESS SOFTWARE	864.52	Tennis & Swim Center
116541	6/14/2023	US BANK	SOFTWARE/SUPPLIES/SCANNNG SVC	864.52	Tennis & Swim Center
116412	5/31/2023	CHARTER COMMUNICATIONS	CHARTER CABLE#8448208990012421	799.60	Tennis & Swim Center
116412	5/31/2023	CHARTER COMMUNICATIONS	CHARTER CABLE#8448208990012421	799.60	Tennis & Swim Center
116341	5/17/2023	US BANK	PROGRAM SUPPLIES	793.88	Tennis & Swim Center
116412	5/31/2023	CHARTER COMMUNICATIONS	CHARTER CABLE#8448208990012421	779.89	Tennis & Swim Center
116541	6/14/2023	US BANK	SUPPLIES/DECOR/LIFEGUARD CLASS	766.50	Tennis & Swim Center
116341	5/17/2023	US BANK	LAUNDRY/SUPPLIES	647.10	Tennis & Swim Center
116541	6/14/2023	US BANK	SUPPLIES/DECOR/LIFEGUARD CLASS	585.63	Tennis & Swim Center
116541	6/14/2023	US BANK	SUPPLIES/DECOR/LIFEGUARD CLASS	530.85	Tennis & Swim Center
116544	6/14/2023	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	520.76	Tennis & Swim Center
116544	6/14/2023	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	494.39	Tennis & Swim Center
116341	5/17/2023	US BANK	LAUNDRY/SUPPLIES	491.18	Tennis & Swim Center
116341	5/17/2023	US BANK	LAUNDRY/SUPPLIES	488.24	Tennis & Swim Center
116500	6/14/2023	BARRY KAY ENTERPRISES, INC.	STAFF UNIFORMS	448.40	Tennis & Swim Center
116341	5/17/2023	US BANK	LAUNDRY/SUPPLIES	441.23	Tennis & Swim Center
116541	6/14/2023	US BANK	SUPPLIES/DECOR/LIFEGUARD CLASS	438.00	Tennis & Swim Center
116500	6/14/2023	BARRY KAY ENTERPRISES, INC.	STAFF UNIFORMS	431.43	Tennis & Swim Center
116451	5/31/2023	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	392.22	Tennis & Swim Center
116451	5/31/2023	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	388.92	Tennis & Swim Center
116541	6/14/2023	US BANK	SUPPLIES/DECOR/LIFEGUARD CLASS	378.00	Tennis & Swim Center
116428	5/31/2023	IAM PACIFIC WELLNESS	GYM EQUIPMENT	339.21	Tennis & Swim Center



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING
Reporting Period: 05/13/2023 to 06/16/2023

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
116544	6/14/2023	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	332.54	Tennis & Swim Center
116341	5/17/2023	US BANK	LAUNDRY/SUPPLIES	313.96	Tennis & Swim Center
116341	5/17/2023	US BANK	PROGRAM SUPPLIES	300.76	Tennis & Swim Center
116541	6/14/2023	US BANK	SUPPLIES/DECOR/LIFEGUARD CLASS	300.00	Tennis & Swim Center
116341	5/17/2023	US BANK	PROGRAM SUPPLIES	288.08	Tennis & Swim Center
116341	5/17/2023	US BANK	LAUNDRY/SUPPLIES	283.61	Tennis & Swim Center
116324	5/17/2023	LIVE ART PLANTSCAPES INC	IN/OUTDOOR PLANT MAINTENANCE	264.00	Tennis & Swim Center
116524	6/14/2023	LIVE ART PLANTSCAPES INC	PLANT MAINTENANCE	264.00	Tennis & Swim Center
116520	6/14/2023	LAS VIRGENES MUNICIPAL WATER	WATER-04/23-05/23	261.48	Tennis & Swim Center
116341	5/17/2023	US BANK	PROGRAM SUPPLIES	253.92	Tennis & Swim Center
116341	5/17/2023	US BANK	PROGRAM SUPPLIES	252.00	Tennis & Swim Center
116541	6/14/2023	US BANK	SUPPLIES/DECOR/LIFEGUARD CLASS	250.33	Tennis & Swim Center
116541	6/14/2023	US BANK	SUPPLIES/DECOR/LIFEGUARD CLASS	246.38	Tennis & Swim Center
116341	5/17/2023	US BANK	LAUNDRY/SUPPLIES	239.73	Tennis & Swim Center
116341	5/17/2023	US BANK	PROGRAM SUPPLIES	224.00	Tennis & Swim Center
116341	5/17/2023	US BANK	PROGRAM SUPPLIES	221.07	Tennis & Swim Center
116341	5/17/2023	US BANK	MEMORY STICKS/EMAIL BLASTS	200.00	Tennis & Swim Center
116541	6/14/2023	US BANK	FUN RUN SUPPLIES/EMAIL	200.00	Tennis & Swim Center
116541	6/14/2023	US BANK	FUN RUN SUPPLIES/EMAIL	198.92	Tennis & Swim Center
116533	6/14/2023	QUENCH USA, INC.	FILTER WATER	197.10	Tennis & Swim Center
116451	5/31/2023	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	195.99	Tennis & Swim Center
116341	5/17/2023	US BANK	PROGRAM SUPPLIES	191.68	Tennis & Swim Center
116341	5/17/2023	US BANK	PROGRAM SUPPLIES	184.00	Tennis & Swim Center
116541	6/14/2023	US BANK	SUPPLIES/DECOR/LIFEGUARD CLASS	164.00	Tennis & Swim Center
116541	6/14/2023	US BANK	SUPPLIES/DECOR/LIFEGUARD CLASS	159.56	Tennis & Swim Center
116341	5/17/2023	US BANK	PROGRAM SUPPLIES	153.29	Tennis & Swim Center
116541	6/14/2023	US BANK	SUPPLIES/DECOR/LIFEGUARD CLASS	152.75	Tennis & Swim Center
116341	5/17/2023	US BANK	PROGRAM SUPPLIES	144.56	Tennis & Swim Center
116462	6/7/2023	BCC	06/23 PREMIUM DENTAL/VISION/CO	140.63	Tennis & Swim Center
116327	5/17/2023	NEWBURY PARK TREE SERVICE INC	CONTRACTUAL SERVICES	137.33	Tennis & Swim Center
116322	5/17/2023	LAS VIRGENES MUNICIPAL WATER	WATER-03/23-04/23	130.25	Tennis & Swim Center
116341	5/17/2023	US BANK	PROGRAM SUPPLIES	120.44	Tennis & Swim Center
116341	5/17/2023	US BANK	LAUNDRY/SUPPLIES	116.19	Tennis & Swim Center
116446	5/31/2023	STAPLES	OFFICE SUPPLIES	115.45	Tennis & Swim Center
116341	5/17/2023	US BANK	PROGRAM SUPPLIES	109.20	Tennis & Swim Center
116541	6/14/2023	US BANK	SUPPLIES/DECOR/LIFEGUARD CLASS	98.54	Tennis & Swim Center
116341	5/17/2023	US BANK	PROGRAM SUPPLIES	96.81	Tennis & Swim Center
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	95.01	Tennis & Swim Center



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 05/13/2023 to 06/16/2023

Date: 6/15/2023

Time: 11:38:09AM

Page 31 of 34

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
116341	5/17/2023	US BANK	LAUNDRY/SUPPLIES	93.29	Tennis & Swim Center
116544	6/14/2023	WATERLINE TECHNOLOGIES INC	POOL CHEMICALS	91.24	Tennis & Swim Center
116341	5/17/2023	US BANK	PROGRAM SUPPLIES	82.09	Tennis & Swim Center
116541	6/14/2023	US BANK	SUPPLIES/DECOR/LIFEGUARD CLASS	76.63	Tennis & Swim Center
116341	5/17/2023	US BANK	LAUNDRY/SUPPLIES	76.12	Tennis & Swim Center
116514	6/14/2023	HAMILTON/TERRI SECONDINO//	RECEIPT PAPER	71.16	Tennis & Swim Center
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	67.49	Tennis & Swim Center
116541	6/14/2023	US BANK	SUPPLIES/PARTS	66.75	Tennis & Swim Center
116341	5/17/2023	US BANK	PROGRAM SUPPLIES	59.79	Tennis & Swim Center
116541	6/14/2023	US BANK	SUPPLIES/DECOR/LIFEGUARD CLASS	58.02	Tennis & Swim Center
116341	5/17/2023	US BANK	PROGRAM SUPPLIES	51.42	Tennis & Swim Center
116541	6/14/2023	US BANK	SUPPLIES/DECOR/LIFEGUARD CLASS	50.33	Tennis & Swim Center
116541	6/14/2023	US BANK	SUPPLIES/DECOR/LIFEGUARD CLASS	48.07	Tennis & Swim Center
116341	5/17/2023	US BANK	LAUNDRY/SUPPLIES	47.75	Tennis & Swim Center
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	45.81	Tennis & Swim Center
116446	5/31/2023	STAPLES	OFFICE SUPPLIES	45.43	Tennis & Swim Center
116341	5/17/2023	US BANK	PROGRAM SUPPLIES	43.68	Tennis & Swim Center
116341	5/17/2023	US BANK	PROGRAM SUPPLIES	39.89	Tennis & Swim Center
116341	5/17/2023	US BANK	PROGRAM SUPPLIES	39.44	Tennis & Swim Center
116341	5/17/2023	US BANK	PROGRAM SUPPLIES	36.09	Tennis & Swim Center
116541	6/14/2023	US BANK	SUPPLIES/DECOR/LIFEGUARD CLASS	35.94	Tennis & Swim Center
116341	5/17/2023	US BANK	MEMORY STICKS/EMAIL BLASTS	32.82	Tennis & Swim Center
116341	5/17/2023	US BANK	PROGRAM SUPPLIES	32.82	Tennis & Swim Center
116508	6/14/2023	CSAC-EXCESS INSURANCE	04/23-06/23 EAP PREMIUM	31.77	Tennis & Swim Center
116462	6/7/2023	BCC	06/23 PREMIUM DENTAL/VISION/CO	30.90	Tennis & Swim Center
116341	5/17/2023	US BANK	PROGRAM SUPPLIES	30.00	Tennis & Swim Center
116541	6/14/2023	US BANK	SUPPLIES/PARTS	28.68	Tennis & Swim Center
116341	5/17/2023	US BANK	PROGRAM SUPPLIES	27.36	Tennis & Swim Center
116341	5/17/2023	US BANK	PROGRAM SUPPLIES	24.06	Tennis & Swim Center
116541	6/14/2023	US BANK	SOFTWARE/SUPPLIES/SCANNNG SVC	23.65	Tennis & Swim Center
116341	5/17/2023	US BANK	PROGRAM SUPPLIES	21.99	Tennis & Swim Center
116541	6/14/2023	US BANK	SUPPLIES/DECOR/LIFEGUARD CLASS	21.89	Tennis & Swim Center
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	16.23	Tennis & Swim Center
116541	6/14/2023	US BANK	FUN RUN SUPPLIES/EMAIL	14.24	Tennis & Swim Center
116341	5/17/2023	US BANK	PROGRAM SUPPLIES	12.01	Tennis & Swim Center
116341	5/17/2023	US BANK	PROGRAM SUPPLIES	6.01	Tennis & Swim Center
116382	5/24/2023	LAS VIRGENES MUNICIPAL WATER	WATER BILL 04/23-05/23	3.75	Tennis & Swim Center



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING
Reporting Period: 05/13/2023 to 06/16/2023

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
Total Amount for 122 Line Item(s) from Tennis & Swim Center				\$110,910.51	
Transportation					
116373	5/24/2023	GMZ ENGINEERING, INC.	PROGRESS REPORT/RETENTION	193,150.00	Transportation
116488	6/7/2023	PCI	RESTRIPING-VARIOUS LOCATIONS	53,841.25	Transportation
116343	5/17/2023	VENTURA TRANSIT SYSTEM, INC.	LINE 1/FLEX ROUTE 03/23	27,204.01	Transportation
116401	5/24/2023	VENTURA TRANSIT SYSTEM, INC.	LINE 1/FLEX SHUTTLE RTS 04/23	18,458.50	Transportation
116343	5/17/2023	VENTURA TRANSIT SYSTEM, INC.	LINE 1/FLEX ROUTE 03/23	17,860.19	Transportation
116516	6/14/2023	IDEAL GENERAL SERVICES, INC.	DIAL A RIDE SERVICES	17,359.00	Transportation
116391	5/24/2023	MNS ENGINEERS INC	WEST CALABASAS ROAD	16,994.00	Transportation
116391	5/24/2023	MNS ENGINEERS INC	OLD TOPANGA MULHOLLAND PROJ	15,670.25	Transportation
116401	5/24/2023	VENTURA TRANSIT SYSTEM, INC.	LINE 1/FLEX SHUTTLE RTS 04/23	15,530.60	Transportation
116495	6/14/2023	ALL CITY MANAGEMENT SVCS, INC.	SCHOOL CROSSING GUARD	9,473.63	Transportation
116295	5/17/2023	ALL CITY MANAGEMENT SVCS, INC.	CROSSING GUARD-03/23	9,389.42	Transportation
116349	5/24/2023	ALL CITY MANAGEMENT SVCS, INC.	CROSSING GUARD 04/23	9,389.42	Transportation
116348	5/17/2023	YUNEX LLC	TRAFFIC SIGNAL MAINT 03/23	6,573.37	Transportation
116401	5/24/2023	VENTURA TRANSIT SYSTEM, INC.	PUBLIC TRANSIT FUELING 04/23	5,934.92	Transportation
116378	5/24/2023	IDEAL GENERAL SERVICES, INC.	DEMAND RESPONSE -4/23-05/23	5,683.50	Transportation
116333	5/17/2023	SOUTHERN CALIFORNIA EDISON	GAS 03/23-04/23	5,571.60	Transportation
116343	5/17/2023	VENTURA TRANSIT SYSTEM, INC.	VEHICLE MAINTENANCE #10-03/23	4,285.90	Transportation
116404	5/24/2023	ZAP MANUFACTURING, INC.	SIGN ORDER 03/23	4,191.28	Transportation
116445	5/31/2023	SOUTHERN CALIFORNIA EDISON	ELECTRIC BILL-04/23-05/23	2,397.19	Transportation
116401	5/24/2023	VENTURA TRANSIT SYSTEM, INC.	VEHICLE MAINTENANCE TROLLEY	2,314.72	Transportation
116391	5/24/2023	MNS ENGINEERS INC	OLD TOPANGA MULHOLLAND PROJ	1,780.00	Transportation
116302	5/17/2023	CF UNITED LLC	PUBLIC TRANSIT FUELING 03/23	1,341.80	Transportation
116391	5/24/2023	MNS ENGINEERS INC	WEST CALABASAS ROAD	1,170.00	Transportation
116360	5/24/2023	CF UNITED LLC	PUBLIC TRANSIT FUELING 04/23	792.39	Transportation
116311	5/17/2023	DEPARTMENT OF TRANSPORTATION	TRAFFIC SIGNAL/UTILITIES	619.64	Transportation
116454	5/31/2023	YUNEX LLC	TRAFFIC SIGNAL MAINTENANCE	522.00	Transportation
116401	5/24/2023	VENTURA TRANSIT SYSTEM, INC.	VEHICLE MAINTEN #3 (3) 04/23	490.26	Transportation
116516	6/14/2023	IDEAL GENERAL SERVICES, INC.	THE EVENT-DIAL A RIDE SERVICE	456.00	Transportation
116541	6/14/2023	US BANK	FUEL/MAINTENANCE SUPPLIES	446.32	Transportation
116401	5/24/2023	VENTURA TRANSIT SYSTEM, INC.	VEHICLE MAINTENANCE #10 04/23	443.84	Transportation
116541	6/14/2023	US BANK	FUEL/MAINTENANCE SUPPLIES	407.39	Transportation
116541	6/14/2023	US BANK	FUEL/MAINTENANCE SUPPLIES	332.78	Transportation
116496	6/14/2023	ALL STAR SIGNS INC	OLD TOWN CALABASAS PLAQUE DEP	303.22	Transportation
116401	5/24/2023	VENTURA TRANSIT SYSTEM, INC.	VEHICLE MAINTENANCE #13 04/23	303.04	Transportation



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 05/13/2023 to 06/16/2023

Date: 6/15/2023

Time: 11:38:09AM

Page 33 of 34

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
116399	5/24/2023	TKM ENGINEERING	WEST CALABASAS ROAD	277.50	Transportation
116401	5/24/2023	VENTURA TRANSIT SYSTEM, INC.	VEHICLE MAINTENANCE #3 04/23	256.56	Transportation
116536	6/14/2023	SOUTHERN CALIFORNIA EDISON	ELECTRIC CHARGES-04/23-05/23	198.64	Transportation
116401	5/24/2023	VENTURA TRANSIT SYSTEM, INC.	RED TROLLEY TOUR 09/17/22	194.00	Transportation
116381	5/24/2023	LA DWP	TRAFFIC SIGNAL/UTILITY 04/23	161.58	Transportation
116341	5/17/2023	US BANK	FUEL/SUPPLIES	137.16	Transportation
116541	6/14/2023	US BANK	FUEL/MAINTENANCE SUPPLIES	133.80	Transportation
116341	5/17/2023	US BANK	FUEL/SUPPLIES	130.31	Transportation
116541	6/14/2023	US BANK	FUEL/MAINTENANCE SUPPLIES	130.23	Transportation
116541	6/14/2023	US BANK	FUEL/MAINTENANCE SUPPLIES	129.82	Transportation
116541	6/14/2023	US BANK	FUEL/MAINTENANCE SUPPLIES	129.81	Transportation
116341	5/17/2023	US BANK	FUEL/SUPPLIES	128.29	Transportation
116541	6/14/2023	US BANK	FUEL/MAINTENANCE SUPPLIES	127.00	Transportation
116541	6/14/2023	US BANK	FUEL/MAINTENANCE SUPPLIES	122.31	Transportation
116341	5/17/2023	US BANK	FUEL/SUPPLIES	118.67	Transportation
116541	6/14/2023	US BANK	FUEL/MAINTENANCE SUPPLIES	118.45	Transportation
116341	5/17/2023	US BANK	FUEL/SUPPLIES	117.85	Transportation
116341	5/17/2023	US BANK	FUEL/SUPPLIES	117.50	Transportation
116341	5/17/2023	US BANK	FUEL/SUPPLIES	117.25	Transportation
116541	6/14/2023	US BANK	FUEL/MAINTENANCE SUPPLIES	115.43	Transportation
116341	5/17/2023	US BANK	FUEL/SUPPLIES	115.26	Transportation
116341	5/17/2023	US BANK	FUEL/SUPPLIES	114.19	Transportation
116541	6/14/2023	US BANK	FUEL/MAINTENANCE SUPPLIES	111.53	Transportation
116541	6/14/2023	US BANK	FUEL/MAINTENANCE SUPPLIES	107.23	Transportation
116541	6/14/2023	US BANK	FUEL/SUPPLIES	99.24	Transportation
116541	6/14/2023	US BANK	FUEL/MAINTENANCE SUPPLIES	98.37	Transportation
116341	5/17/2023	US BANK	FUEL/SUPPLIES	96.05	Transportation
116341	5/17/2023	US BANK	FUEL/SUPPLIES	95.40	Transportation
116341	5/17/2023	US BANK	FUEL/SUPPLIES	94.50	Transportation
116541	6/14/2023	US BANK	FUEL/SUPPLIES	93.15	Transportation
116341	5/17/2023	US BANK	FUEL/SUPPLIES	92.35	Transportation
116341	5/17/2023	US BANK	FUEL/SUPPLIES	91.81	Transportation
116307	5/17/2023	COUNTY OF LOS ANGELES	TRAFFIC SIGNAL MAINTENANCE	91.41	Transportation
116341	5/17/2023	US BANK	FUEL/SUPPLIES	87.86	Transportation
116541	6/14/2023	US BANK	FUEL/SUPPLIES	87.01	Transportation
116541	6/14/2023	US BANK	FUEL/MAINTENANCE SUPPLIES	84.60	Transportation
116341	5/17/2023	US BANK	FUEL/SUPPLIES	75.42	Transportation
116341	5/17/2023	US BANK	GAS/FEES	67.59	Transportation



Check Register Report

Bank: BANK OF AMERICA - CITY OPERATING

Reporting Period: 05/13/2023 to 06/16/2023

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
116541	6/14/2023	US BANK	MEMBERSHIPS/REFRESHMENTS/GAS	66.24	Transportation
116541	6/14/2023	US BANK	MEMBERSHIPS/REFRESHMENTS/GAS	66.22	Transportation
116341	5/17/2023	US BANK	SPEC EVENT SUPPLYPS/,MEMBRSH	65.21	Transportation
116541	6/14/2023	US BANK	AMAZON/ATT/HOTELS	65.21	Transportation
116541	6/14/2023	US BANK	SPECIAL DEPT SUPPLIES/OIL/GAS	63.82	Transportation
116341	5/17/2023	US BANK	GAS/FEES	63.48	Transportation
116541	6/14/2023	US BANK	CONFERENCE/GAS/PHONE SERVICE	56.54	Transportation
116341	5/17/2023	US BANK	FUEL/SUPPLIES	50.21	Transportation
116541	6/14/2023	US BANK	FUEL/CONFERENCE	48.46	Transportation
116307	5/17/2023	COUNTY OF LOS ANGELES	TRAFFIC SIGNAL MAINTENANCE	47.95	Transportation
116462	6/7/2023	BCC	06/23 PREMIUM DENTAL/VISION/CO	39.55	Transportation
116462	6/7/2023	BCC	06/23 PREMIUM DENTAL/VISION/CO	39.55	Transportation
116341	5/17/2023	US BANK	FUEL/SUPPLIES	33.04	Transportation
116341	5/17/2023	US BANK	FUEL/SUPPLIES	29.53	Transportation
116541	6/14/2023	US BANK	FUEL/SUPPLIES	22.60	Transportation
116365	5/24/2023	COUNTY OF LOS ANGELES	TRAFFIC SIGNAL/UTILITY	21.84	Transportation
116420	5/31/2023	FEDERAL EXPRESS CORP.	FEDEX MAILING-SIGNS	17.81	Transportation
116341	5/17/2023	US BANK	FUEL/SUPPLIES	15.72	Transportation
116541	6/14/2023	US BANK	FUEL/MAINTENANCE SUPPLIES	15.65	Transportation
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	14.25	Transportation
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	13.11	Transportation
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	10.35	Transportation
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	9.80	Transportation
116462	6/7/2023	BCC	06/23 PREMIUM DENTAL/VISION/CO	7.25	Transportation
116462	6/7/2023	BCC	06/23 PREMIUM DENTAL/VISION/CO	7.25	Transportation
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	6.87	Transportation
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	6.32	Transportation
116508	6/14/2023	CSAC-EXCESS INSURANCE	04/23-06/23 EAP PREMIUM	5.60	Transportation
116508	6/14/2023	CSAC-EXCESS INSURANCE	04/23-06/23 EAP PREMIUM	5.39	Transportation
116541	6/14/2023	US BANK	FUEL/MAINTENANCE SUPPLIES	3.04	Transportation
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	2.49	Transportation
116354	5/24/2023	BCC	LIFE/DISABILITY INSUR 05/23	2.36	Transportation
116541	6/14/2023	US BANK	FUEL/MAINTENANCE SUPPLIES	-407.39	Transportation

Total Amount for 105 Line Item(s) from Transportation

\$455,861.88

GRAND TOTAL for 1,192 Line Items

\$2,515,184.25



Check Register Report

Bank: BANK OF AMERICA - TENNIS & SWIM CENTER

Reporting Period: 5/13/2023 to 6/15/2023

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
Tennis & Swim Center					
14589	5/31/2023	BLUE SHIELD OF CA	T.S../TENNIS HEALTH INSURANCE	6,019.49	Tennis & Swim Center
14593	5/31/2023	SOUTHERN CALIFORNIA EDISON	ELECTRIC - TENNIS 04/23-05/23	2,523.53	Tennis & Swim Center
14601	6/14/2023	NEWBURY PARK TREE SERVICE INC	LANDSCAPING	2,005.32	Tennis & Swim Center
14586	5/24/2023	TECNIFIBRE USA INC	T.S. TENNIS SUPPLIES	1,938.15	Tennis & Swim Center
14604	6/14/2023	TECNIFIBRE USA INC	T.S. TENNIS BALLS	1,938.15	Tennis & Swim Center
14584	5/24/2023	LAS VIRGENES MUNICIPAL WATER	WATER 04/23-05/23	1,730.79	Tennis & Swim Center
14594	5/31/2023	WILSON SPORTING GOODS	TENNIS SUPPLIES	1,402.88	Tennis & Swim Center
14600	6/14/2023	MCCALLA COMPANY	JANITORIAL SUPPLIES	1,333.70	Tennis & Swim Center
14605	6/14/2023	US BANK	MAINTENANCE SUPPLIES	1,330.70	Tennis & Swim Center
14591	5/31/2023	COLLINS COMPANY	T.S. TENNIS EQUIPMENT	1,175.06	Tennis & Swim Center
14592	5/31/2023	ICW GROUP	T.S. INSURANCE W.C.	1,062.36	Tennis & Swim Center
14602	6/14/2023	PHILIDELPHIA INSURANCE	LIABILITY COMP INSURANCE	1,060.16	Tennis & Swim Center
14582	5/17/2023	US BANK	JANITORIAL SUPPLES	946.13	Tennis & Swim Center
14605	6/14/2023	US BANK	MAINTENANCE SUPPLIES	850.00	Tennis & Swim Center
14603	6/14/2023	PITNEY BOWES	POSTAGE	765.30	Tennis & Swim Center
14600	6/14/2023	MCCALLA COMPANY	JANITORIAL SUPPLIES	613.79	Tennis & Swim Center
14600	6/14/2023	MCCALLA COMPANY	JANITORIAL SUPPLIES	595.59	Tennis & Swim Center
14605	6/14/2023	US BANK	MAINTENANCE SUPPLIES	507.64	Tennis & Swim Center
14590	5/31/2023	CANON SOLUTIONS AMERICA, INC	PRINTER USAGE	499.79	Tennis & Swim Center
14600	6/14/2023	MCCALLA COMPANY	JANITORIAL SUPPLIES	379.66	Tennis & Swim Center
14605	6/14/2023	US BANK	MAINTENANCE SUPPLIES	340.49	Tennis & Swim Center
14588	5/31/2023	BLUE SHIELD OF CA	T.S../TENNIS DENTAL INSURANCE	291.00	Tennis & Swim Center
14605	6/14/2023	US BANK	MAINTENANCE SUPPLIES	280.58	Tennis & Swim Center
14600	6/14/2023	MCCALLA COMPANY	JANITORIAL SUPPLIES	265.54	Tennis & Swim Center
14599	6/14/2023	LIVE ART PLANTSCAPES INC	PLANT MAINTENANCE	264.00	Tennis & Swim Center
14598	6/14/2023	LAS VIRGENES MUNICIPAL WATER	WATER-04/23-05/23	261.48	Tennis & Swim Center
14605	6/14/2023	US BANK	MAINTENANCE SUPPLIES	255.20	Tennis & Swim Center
14605	6/14/2023	US BANK	SUPPLIES	253.74	Tennis & Swim Center
14596	6/14/2023	CANON FINANCIAL SERVICES INC	PRINTER LEASE-TENNIS/SWIM	215.31	Tennis & Swim Center
14605	6/14/2023	US BANK	MAINTENANCE SUPPLIES	186.13	Tennis & Swim Center
14605	6/14/2023	US BANK	MAINTENANCE SUPPLIES	185.32	Tennis & Swim Center
14585	5/24/2023	STAPLES	OFFICE SUPPLIES	137.87	Tennis & Swim Center
14581	5/17/2023	LAS VIRGENES MUNICIPAL WATER	WATER- 03/23-04/23	130.26	Tennis & Swim Center
14605	6/14/2023	US BANK	MAINTENANCE SUPPLIES	114.64	Tennis & Swim Center
14605	6/14/2023	US BANK	MAINTENANCE SUPPLIES	108.24	Tennis & Swim Center
14605	6/14/2023	US BANK	MAINTENANCE SUPPLIES	108.00	Tennis & Swim Center
14605	6/14/2023	US BANK	MAINTENANCE SUPPLIES	104.00	Tennis & Swim Center



Check Register Report

Bank: BANK OF AMERICA - TENNIS & SWIM CENTER

Reporting Period: 5/13/2023 to 6/15/2023

Date: 6/15/2023

Time: 11:42:18AM

Page 2 of 2

Check No.	Check Date	Vendor Name	Check Description	Amount	Department
14580	5/17/2023	ADP, INC	T.S. TIMECLOCK MONTHLY	99.37	Tennis & Swim Center
14587	5/31/2023	ADP, INC	T.S. MONTHLY MONITORING FEE	99.37	Tennis & Swim Center
14605	6/14/2023	US BANK	MAINTENANCE SUPPLIES	94.14	Tennis & Swim Center
14582	5/17/2023	US BANK	JANITORIAL SUPPLES	92.00	Tennis & Swim Center
14605	6/14/2023	US BANK	MAINTENANCE SUPPLIES	78.00	Tennis & Swim Center
14582	5/17/2023	US BANK	JANITORIAL SUPPLES	74.00	Tennis & Swim Center
14582	5/17/2023	US BANK	JANITORIAL SUPPLES	60.00	Tennis & Swim Center
14595	6/7/2023	BCC	06/23 PREMIUM DENTAL/VISION/CO	13.17	Tennis & Swim Center
14583	5/24/2023	BCC	LIFE/DISABILITY INSUR. 05/23	10.60	Tennis & Swim Center
14583	5/24/2023	BCC	LIFE/DISABILITY INSUR. 05/23	7.92	Tennis & Swim Center
14583	5/24/2023	BCC	LIFE/DISABILITY INSUR. 05/23	5.11	Tennis & Swim Center
14584	5/24/2023	LAS VIRGENES MUNICIPAL WATER	WATER 04/23-05/23	3.75	Tennis & Swim Center
14597	6/14/2023	CSAC-EXCESS INSURANCE	04/23-06/23 EAP PREMIUM	3.23	Tennis & Swim Center
14595	6/7/2023	BCC	06/23 PREMIUM DENTAL/VISION/CO	3.03	Tennis & Swim Center
14583	5/24/2023	BCC	LIFE/DISABILITY INSUR. 05/23	1.90	Tennis & Swim Center
14600	6/14/2023	MCCALLA COMPANY	JANITORIAL SUPPLIES	-946.13	Tennis & Swim Center
14600	6/14/2023	MCCALLA COMPANY	JANITORIAL SUPPLIES	-1,140.57	Tennis & Swim Center
Total Amount for 54 Line Item(s) from Tennis & Swim Center				\$30,738.88	
GRAND TOTAL for 54 Line Items				\$30,738.88	

Future Information/Agenda Items

No.	23-Aug-23	Agenda Section	Department
1	Benefits Resolution	Consent	FIN
2	Recreational Activities Program Needs Assessment	New Business	PW

No.	13-Sep-23	Agenda Section	Department

No.	27-Sep-23	Agenda Section	Department

No.	Pending	Requested by	Date Requested
1	Discussion of option available to the City for On-Demand Microtransit Program Solutions	Weintraub	
2	Roundabout at the intersection of Las Virgenes Road and Thousand Oaks Blvd.	Council	
3	City Legislative Platform	Weintraub/Shapiro/Kraut	1/25/2023
4	Adoption of Resolution No. ____ to establish transportation impact thresholds	Staff	
5	Council discussion of a potential tax	Bozajian/Weintraub	6/21/2023
6	Discussion regarding a lobbyist/grant writer	Council	5/31/2023
7	Calendar of special events (teen activities/ciclovía)	Council	5/31/2023
8	JPIA earthquake insurance presentation	Council	5/31/2023
9	Public Safety evacuation routes and HOA gates review/analysis/coordination	Weintraub/Shapiro	2/8/2023
10	Council position on California Business Roundtable on November 2024 ballot	Bozajian/Kraut	2/14/2023
11	Council Protocols	Council	
12	Airplane noise issues/Federal legislation update	Bozajian/Shapiro	1/11/2023
13	Tennis & Swim Center operations update	Maurer	
14	Business license discussion		
15	Catalytic converter ordinance discussion and direction	Weintraub	
16	Development Code update regarding green LEED standards	Kraut	10/26/2022
17	Issues impacting other communities regarding illegal exhaust on vehicles	Weintraub	
18	Solar panel and battery backup assessment at City facilities		
19	Formation of a water taskforce on equitable access to water	Kraut/Weintraub	5/10/2022
20	Discussion regarding gun violence prevention	Weintraub	5/25/2022
21	Green Procurement Policy recommendation from Planning/Environmental Commissions	Council	11/9/2022
22	Planning Commission recommendation on Fire Hardening and Resilience Code Standards	Weintraub/Kraut	6/8/2022

Future Information/Agenda Items

No.	Strategic Priorities' Status	
1	Identify potential real property acquisitions for the purposes of future parkland or open space designation.	In progress
2	Develop a Water Resilience Plan outlining strategies to increase the City's drought preparedness, local water self-reliance, and planting of native vegetation (including milkweed for Monarch Butterfly habitats).	Complete
3	Create an economic development plan to attract businesses, fill vacant properties, and promote advantages of conducting business in Calabasas.	In progress
4	Conduct a feasibility study regarding the stationing of cell towers on publicly owned sites to expand coverage areas.	In progress
5	Review Los Angeles Sheriff Departments services and consider opportunities to realign funding and services, with specific focus on open space break-ins, HOA/neighborhood watch coordination, and remediation of street racing.	In Progress
6	Develop a City Readiness & Education Initiative for Earthquake and Fire emergencies. Support home hardening programs, fire safe councils, and emergency equipment procurement.	In progress
7	Reopen the Agoura Hills Calabasas Community Center.	In progress
8	Conduct feasibility study of adding basketball courts, soccer fields, or skate parks to improve recreation programs and opportunities for teenagers.	In progress
9	Upgrade playground equipment, trails, and pathways at City parks.	In progress
10	Complete a full and permanent build out of Wild Walnut Park to include a dog and children's park.	In progress
11	Complete annexation of Craftsman's Corner. Develop a plan to annex other properties within the City's sphere of influence.	In progress
12	Provide options that allow for the relief of traffic congestion within the City.	In progress

2023 Meeting Dates	
13-Sep	8-Nov
27-Sep	22-Nov-Canceled- Thanksgiving Eve
11-Oct	13-Dec Council Reorg
25-Oct	27-Dec-Canceled