



**AGENDA  
SPECIAL MEETING  
BOARD OF DIRECTORS  
AGOURA HILLS/CALABASAS COMMUNITY CENTER  
JOINT POWERS AUTHORITY  
Calabasas City Hall  
100 Civic Center Way, Calabasas, CA 91302  
Thursday, November 30, 2023  
6:30 p.m.**

**I. CALL TO ORDER**

**II. ROLL CALL**

Chair James Bozajian  
Vice-Chair Deborah Lopez  
Authority Member Jim Bukowski  
Authority Member Matt Heller  
Authority Member Lucy Martin  
Authority Member Brad Rosenheim  
Authority Member Jerry Viner  
Alternate Member Penny Sylvester (Agoura Hills City Council)  
Alternate Member Peter Kraut (Calabasas City Council)  
Alternate Member John Suwara (Calabasas)  
Alternate Member Marty Fadaei (Calabasas)

**III. SPECIAL PRESENTATIONS**

A. None

**IV. APPROVAL OF AGENDA**

**V. ORAL COMMUNICATIONS**

*Persons wishing to speak on items not listed on the agenda may speak. Please submit a request-to-speak slip (via the chat box).*

**VI. CONSENT CALENDAR**

*Items on Consent Calendar may be approved by a single motion and vote. Unless otherwise requested in advance by a member of the JPA, staff or public, there will be no separate discussion of these items. If an item is removed by the JPA, or staff, the item is deferred to the end of the agenda. If a member of the audience wishes to testify, the item is not deferred.*

A. Approval of Minutes from July 27, 2023 Regular Meeting

STAFF REFERENCE:

DIRECTOR OF COMMUNITY SERVICES AMY BRINK

B. Approval of Demand Register for July 2023

STAFF REFERENCE: AHCCC TREASURER DIEGO IBANEZ

C. Approval of Demand Register for August 2023

STAFF REFERENCE: AHCCC TREASURER DIEGO IBANEZ

D. Approval of Demand Register for September 2023

STAFF REFERENCE: AHCCC TREASURER DIEGO IBANEZ

E. Approval of Demand Register for October 2023

STAFF REFERENCE: AHCCC TREASURER DIEGO IBANEZ

F. Approval of Treasurer's Report for July 2023

STAFF REFERENCE: AHCCC TREASURER DIEGO IBANEZ

G. Approval of Treasurer's Report for August 2023

STAFF REFERENCE: AHCCC TREASURER DIEGO IBANEZ

H. Approval of Treasurer's Report for September 2023

STAFF REFERENCE: AHCCC TREASURER DIEGO IBANEZ

I. Approval of Treasurer's Report for October 2023

STAFF REFERENCE: AHCCC TREASURER DIEGO IBANEZ

**VII. COMMUNITY ALLIANCE REPORT**

A. Community Center Alliance Update

REFERENCE: CCA PRESIDENT MATT HELLER

**VIII. COMMITTEE REPORTS**

**IX. OLD BUSINESS**

**X. NEW BUSINESS**

A. Community Center Status Update

STAFF REFERENCE: DIRECTOR OF COMMUNITY SERVICES AMY BRINK  
COMMUNITY SERVICES DIRECTOR ERICA GREEN

- B. Resolution of Intention to Terminate the Contract Between the Board of Administration of the California Public Employees' Retirement System and the Board of Directors Agoura Hills/Calabasas Community Center

STAFF REFERENCE: CITY MANAGER NATHAN HAMBURGER  
AHCCC TREASURER DIEGO IBANEZ

**XI. MATTERS FROM COMMUNITY SERVICES DIRECTORS**

**XII. MATTERS FROM DIRECTORS**

**XIII. ADJOURNMENT**

The next Regular Agoura Hills/Calabasas Community Center JPA meeting will be held on January 25, 2024, at 6:30 pm.

*Copies of the Staff Reports or other written documentation relating to each item of business described above are on file in the office of the Authority Clerk, Agoura Hills/Calabasas Community Center, 27040 Malibu Hills Rd., Calabasas, California, 91301, and are currently available online for public inspection during closure.*

**###**



MINUTES  
REGULAR MEETING  
BOARD OF DIRECTORS  
AGOURA HILLS/CALABASAS COMMUNITY CENTER  
JOINT POWERS AUTHORITY  
Calabasas City Hall  
100 Civic Center Way, Calabasas, CA 91302  
Thursday, July 27, 2023  
6:30 p.m.

I. CALL TO ORDER

**Meeting was called to order by Chair Bozajian at 6:02 p.m.**

II. ROLL CALL

**Boardmembers Present:** Chair James Bozajian  
Vice-Chair Deborah Lopez  
Authority Member Jim Bukowski  
Authority Member Matt Heller  
Authority Member Lucy Martin  
Authority Member Jerry Viner  
Alternate Member Penny Sylvester (Agoura Hills City Council)  
Alternate Member Peter Kraut (Calabasas City Council)  
Alternate Member John Suwara (Calabasas)

**Boardmembers Absent:** Authority Member Brad Rosenheim  
Alternate Member Marty Fadaei (Calabasas)

**Also present:** Brenda Cho, Finance Manager  
Jeff Campbell, Recreation Manager  
Christy Truelsen, AHCCC Treasurer  
Amy Brink, Director of Community Services

III. SPECIAL PRESENTATIONS

A. None

IV. APPROVAL OF AGENDA

**Approved 6-0**

V. ORAL COMMUNICATIONS

**NONE**

*Persons wishing to speak on items not listed on the agenda may speak. Please submit a request-to-speak slip (via the chat box).*



## VI. CONSENT CALENDAR

### **Approved 6-0**

*Items on Consent Calendar may be approved by a single motion and vote. Unless otherwise requested in advance by a member of the JPA, staff or public, there will be no separate discussion of these items. If an item is removed by the JPA, or staff, the item is deferred to the end of the agenda. If a member of the audience wishes to testify, the item is not deferred.*

#### A. Approval of Minutes from June 29, 2023, Special Meeting

STAFF REFERENCE: DIRECTOR OF COMMUNITY SERVICES AMY BRINK

#### B. Approval of Demand Register for June 2023

STAFF REFERENCE: AHCCC TREASURER CHRISTY TRUELSEN

#### C. Approval of Treasurer's Report for April 2023

STAFF REFERENCE: AHCCC TREASURER CHRISTY TRUELSEN

#### D. Approval of Treasurer's Report for May 2023

STAFF REFERENCE: AHCCC TREASURER CHRISTY TRUELSEN

#### E. Approval of Treasurer's Report for June 2023

STAFF REFERENCE: AHCCC TREASURER CHRISTY TRUELSEN

## VII. COMMUNITY ALLIANCE REPORT

### **No Report** Community Center Alliance Update

REFERENCE: CCA PRESIDENT MATT HELLER

## VIII. COMMITTEE REPORTS

### **No Reports**

## IX. OLD BUSINESS

### **None**

## X. NEW BUSINESS

#### A. Community Center Status Update

### **No reportable action taken**

STAFF REFERENCE: COMMUNITY SERVICES DIRECTOR ERICA GREEN  
DIRECTOR OF COMMUNITY SERVICES AMY BRINK

#### B. Establish New Authority Plan Administrator for the AHCCC By Adopting Resolution No. 2023-02 Designating the Board of Directors Chairperson as the AHCCC Plan

Administrator for the Public Agencies Post-Employment Benefits Trust Administered  
By Public Agency Retirement Services (PARS)

**Approved 6-0**

STAFF REFERENCE: AHCCC TREASURER CHRISTY TRUELSEN  
DIRECTOR OF COMMUNITY SERVICES AMY BRINK

A. California Joint Powers Insurance Authority Board of Directors Meeting Update

**No reportable action taken**

STAFF REFERENCE: COMMUNITY SERVICES DIRECTOR ERICA GREEN

**XI. MATTERS FROM COMMUNITY SERVICES DIRECTORS**

**None**

**XII. MATTERS FROM DIRECTORS**

**None**

**XIII. ADJOURNMENT**

The next Regular Agoura Hills/Calabasas Community Center JPA meeting will be held on October 26, 2023, at 6:30 pm.

*Copies of the Staff Reports or other written documentation relating to each item of business described above are on file in the office of the Authority Clerk, Agoura Hills/Calabasas Community Center, 27040 Malibu Hills Rd., Calabasas, California, 91301, and are currently available online for public inspection during closure.*

**###**

AGOURA HILLS CALABASAS COMMUNITY CENTER  
CHECK REGISTER REPORT  
Month of: Jul-23

24554	7/17/2023	California JPIA	Property Ins 23/24	24,866.00
24555	7/17/2023	California JPIA	Property Ins 23/24	19,850.00
24556		VOID		-
24557	7/24/2023	Alliant Insurance Svcs	Crime Ins 23/24	912.00
24558	7/24/2023	CalPERS	Unfunded Liability	34,230.00
24559	7/24/2023	Philadelphia Insurance Comp	Participant Ins 23/24	300.00
24560	7/25/2023	AME Builders, Inc.	Roof Repair - Pmt 4	446,667.07
				<u>\$ 526,825.07</u>

AGOURA HILLS CALABASAS COMMUNITY CENTER  
CHECK REGISTER REPORT  
Month of: Aug-23

24561	8/22/2023	Active Network LLC	Annual Subscription	8,400.00
24562	8/31/2023	CalPERS	GASB-68 Fee	700.00
24563	8/31/2023	AME Builders, Inc.	Roof Repair - Pmt 5	<u>288,540.03</u>
				\$ 297,640.03



AGOURA HILLS CALABASAS COMMUNITY CENTER  
CHECK REGISTER REPORT  
Month of: Sep-23

24564 9/25/2023 AME Builders, Inc.

Roof Repair - Pmt 6

102,561.76  
\$ 102,561.76

AGOURA HILLS CALABASAS COMMUNITY CENTER  
CHECK REGISTER REPORT  
Month of: Oct-23

24565 10/10/2023 AME Builders, Inc.

Roof Repair -Pmt 7

33,074.63  
\$ 33,074.63

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Investment Report  
For the Month of July 2023

Type	Issuer	Maturity Date	Interest Rate	Cost	Percent	Fair Value
Local Agency Investment Fund	California State Treasurer's Office	On Demand	3.305%	\$ 203,612.55	78%	\$ 203,612.55
Checking Account	Bank of America	On Demand	0%	\$ 1,130.17	0%	N/A
Checking Account	Wells Fargo	On Demand	0%	\$ 57,909.28	23%	N/A
<b>TOTAL COMMUNITY CENTER CASH AND INVESTMENT</b>				<b>\$ 262,652.00</b>	<b>101%</b>	

Building Fund	\$ 204,905.00
Operating Cash	50,091.79
Special Needs	7,655.21
	<u>\$ 262,652.00</u>

Notes:

1. The portfolio complies with the Agoura Hills/Calabasas Community Center Investment Policy.
2. The AHCCC does not have sufficient cash to operate for the next 6 months, due to a mandatory shut-down during the COVID 19 global pandemic.

*Diego Ibanez*

Diego Ibanez, Finance Director

November 22, 2023

Investment Report  
For the Month of August 2023

Type	Issuer	Maturity Date	Interest Rate	Cost	Percent	Fair Value
Local Agency Investment Fund	California State Treasurer's Office	On Demand	3.434%	\$ 203,612.55	77%	\$ 203,612.55
Checking Account	Bank of America	On Demand	0%	\$ 1,130.17	0%	N/A
Checking Account	Wells Fargo	On Demand	0%	\$ 60,269.25	24%	N/A
TOTAL COMMUNITY CENTER CASH AND INVESTMENT				\$ 265,011.97	101%	

Building Fund	\$ 216,364.97
Operating Cash	40,991.79
Special Needs	7,655.21
	<u>\$ 265,011.97</u>

Notes:

1. The portfolio complies with the Agoura Hills/Calabasas Community Center Investment Policy.
2. The AHCCC does not have sufficient cash to operate for the next 6 months, due to a mandatory shut-down during the COVID 19 global pandemic.

*Diego Ibanez*

Diego Ibanez, Finance Director

November 22, 2023



Investment Report  
For the Month of September 2023

Type	Issuer	Maturity Date	Interest Rate	Cost	Percent	Fair Value
Local Agency Investment Fund	California State Treasurer's Office	On Demand	3.534%	\$ 108,612.55	67%	\$ 108,612.55
Checking Account	Bank of America	On Demand	0%	\$ 1,130.17	1%	N/A
Checking Account	Wells Fargo	On Demand	0%	\$ 52,707.49	33%	N/A
TOTAL COMMUNITY CENTER CASH AND INVESTMENT				\$ 162,450.21	101%	

Building Fund	\$ 113,803.21
Operating Cash	40,991.79
Special Needs	7,655.21
	<u>\$ 162,450.21</u>

Notes:

1. The portfolio complies with the Agoura Hills/Calabasas Community Center Investment Policy.
2. The AHCCC does not have sufficient cash to operate for the next 6 months, due to a mandatory shut-down during the COVID 19 global pandemic.

*Diego Ibanez*

Diego Ibanez, Finance Director

November 22, 2023

Investment Report  
For the Month of October 2023

Type	Issuer	Maturity Date	Interest Rate	Cost	Percent	Fair Value
Local Agency Investment Fund	California State Treasurer's Office	On Demand	3.670%	\$ 70,848.71	54%	\$ 70,848.71
Checking Account	Bank of America	On Demand	0%	\$ 1,130.17	1%	N/A
Checking Account	Wells Fargo	On Demand	0%	\$ 59,632.86	46%	N/A
TOTAL COMMUNITY CENTER CASH AND INVESTMENT				\$ 131,611.74	101%	

Building Fund	\$ 82,860.96
Operating Cash	41,095.57
Special Needs	7,655.21
	<u>\$ 131,611.74</u>

Notes:

1. The portfolio complies with the Agoura Hills/Calabasas Community Center Investment Policy.
2. The AHCCC does not have sufficient cash to operate for the next 6 months, due to a mandatory shut-down during the COVID 19 global pandemic.

*Diego Ibanez*

Diego Ibanez, Finance Director

November 22, 2023



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**AGOURA HILLS/CALABASAS COMMUNITY CENTER  
JOINT POWERS AUTHORITY BOARD  
AGENDA REPORT**

**DATE:** NOVEMBER 27, 2023

**TO:** HONORABLE CHAIR AND JPA BOARD MEMBERS

**FROM:** NATHAN HAMBURGER, CITY MANAGER  
DIEGO IBANEZ, DIRECTOR OF FINANCE

**SUBJECT:** RESOLUTION OF INTENTION TO TERMINATE THE CONTRACT  
BETWEEN THE BOARD OF ADMINISTRATION OF THE  
CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM  
AND THE BOARD OF DIRECTORS AGOURA  
HILLS/CALABASAS COMMUNITY CENTER

**MEETING DATE:** NOVEMBER 30, 2023

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The request before the Agoura Hills/Calabasas Community Center (AHCCC) Joint Powers Authority Board of Directors is to consider adopting a resolution of "Intent to Terminate" with the California Public Employees' Retirement System (CalPERS) to obtain an estimate of the current pension liability for retirees of the AHCCC.

Since the AHCCC ceased operations in 2020, as part of the COVID-19 Pandemic shut-down and the elimination of AHCCC staff, the building has sat mostly idle outside of some renovations made possible through several grants. In an effort to move forward and reopen the facility to the public for a variety of recreational uses, the cities of Agoura Hills and Calabasas developed a lease agreement which allows the City of Calabasas to operate the facility in conjunction with their Community Services programs and activities. While this addresses the goal of reopening the facility to the public, it does not address the long-term liabilities that exist. For any public recreational facility to be viable, there must be an understanding of the true costs of operating in order for the programs, classes, events, and activities to be appropriately budgeted for in a manner that preserves the viability of the facility over time.

Although both cities have spent a significant amount of time discussing and working towards the future of the facility, we have reached a point, where it is necessary to get a more accurate understanding of the long-term liabilities, specifically the total cost of



providing pension benefits for the past employees of the AHCCC via CalPERS. The current liability is estimated to be between \$1.4 million and \$4.5 million as of June 30, 2022, which is the most recent actuarial valuation available. This report is approximately one year behind, based on the reporting cycles and is the norm with this report. This range is based on various investment returns anticipated as well as updated market conditions. In speaking with the CalPERS actuarial office, the only way to get a true cost is to begin the termination process via resolution approved by the governing board. The staff that spoke with the Head Actuarial from CalPERS, was assured that this action does not force or mandate that an agency take the next step and actually terminate its agreement with CalPERS and that other agencies have decided not to move forward with further actions after approving the initial resolution, similar to the one being presented. They also assured City staff that there is no punishment or negative consequence in taking this action.

In order to determine the exact liability amount, the AHCCC Board would need to adopt the proposed resolution, which then requires CalPERS actuaries to provide a detailed analysis of the exact amount that would be due currently within 90 days of filing. The desire to obtain this exact cost is of importance to the two cities so that there can be a clear understanding of the liabilities owed but most importantly that the agencies can then determine how to budget and consider paying off or down the liability fittingly moving forward. The lack of clarity in this liability hampers the ability of the two cities to find the most appropriate path forward on how to operate the facility in the long-term and properly plan additional repairs and renovations that will be needed on the building.

Although the recommendation is only to adopt the proposed resolution, should the AHCCC choose to move forward with the termination with CalPERS, the process includes several additional steps. Once the actuarial report is received, and the AHCCC agreed to the liability amount, the AHCCC would then have to adopt a final termination resolution to proceed with a full contract termination between the AHCCC and CalPERS. CalPERS would then issue an invoice, allowing 30 days to pay. CalPERS' staff indicated that payment terms could possibly be negotiated to allow up to 3 to 5 years to pay the liability. This process could still take 6 to 9 months for reference.

#### **FISCAL IMPACT:**

Adopting the "Intent to Terminate" resolution will not have any fiscal impact on the current fiscal budgets of The City of Agoura Hills, The City of Calabasas, or the AHCCC.

#### **REQUESTED ACTION:**

Staff respectfully recommends that the Agoura Hills/Calabasas Community Center Joint Powers Authority Board:

1. Adopt Resolution No 2023-02; Resolution of intention to terminate the contract between the Board of Administration California Public Employee's Retirement System and the Board of Directors Agoura Hills/Calabasas Community Center



Attachments:

1. Resolution No 2023-02; Resolution of intention to terminate the contract between the Board of Administration California Public Employee's' Retirement System and the Board of Directors Agoura Hills/Calabasas Community Center

**RESOLUTION NO. 2023-02**

**A RESOLUTION OF INTENTION TO TERMINATE THE CONTRACT BETWEEN THE BOARD OF ADMINISTRATION CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM AND THE BOARD OF DIRECTORS AGOURA HILLS/CALABASAS COMMUNITY CENTER**

**WHEREAS**, the Board of Directors of the Agoura Hills and Calabasas Community Center entered into a contract with the Board of Administration, Public Employees Retirement System pursuant to Government Code Section 20460, effective October 11, 1999, for participation of said agency in the Retirement System; and

**WHEREAS**, Section 20570 provides that the governing body may terminate the contract between the Board of Administration of the Public Employees' Retirement System and the governing body of the contracting agency by the adoption of a resolution giving notice of intention to terminate, and, not less than 90 days and not more than 1 year later, the adoption by affirmative vote of two-thirds of the members of the governing body of a resolution terminating the contract;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Directors of the Agoura Hills and Calabasas Community Center hereby finds that it is in the best interests of the agency to terminate the contract entered into with the Board of Administration, Public Employees' Retirement System; and

**BE IT FURTHER RESOLVED**, that the governing body of the above agency does hereby give notice to the Board of Administration, Public Employees' Retirement System, pursuant to Section 20570, of the intention to terminate said contract.

AYES:        (  
NOES:        (  
ABSENT:     (  
ABSTAIN:    (  
                  )

\_\_\_\_\_  
James Bozajian, Chair Authority Board

ATTEST:

\_\_\_\_\_  
Acting Authority Executive Director

\_\_\_\_\_  
Acting Authority Clerk