



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

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**DATE:** OCTOBER 25, 2024

**TO:** HONORABLE MAYOR AND COUNCILMEMBERS

**FROM:** LISA POPE, CITY CLERK

**SUBJECT:** SECOND READING OF ORDINANCE NO. 2024-409, ADDING CHAPTER 3.58 TO TITLE 3 OF THE CALABASAS MUNICIPAL CODE ESTABLISHING AN ADMINISTRATIVE REMEDIES PROCEDURE FOR CHALLENGES TO FEES, CHARGES, AND ASSESSMENTS

**MEETING DATE:** NOVEMBER 13, 2024

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**SUMMARY RECOMMENDATION:**

Conduct second reading and adopt Ordinance No. 2024-409, adding Chapter 3.58 to Title 3 of the Calabasas Municipal Code establishing an administrative remedies procedure for challenges to fees, charges, and assessments.

**BACKGROUND:**

At the October 23, 2024 meeting, the City Council introduced and conducted first reading of Ordinance No. 2024-409.

The ordinance is presented to the City Council for second reading and adoption.

**FISCAL IMPACT/SOURCE OF FUNDING:**

There is no fiscal impact associated with this report.

**REQUESTED ACTION:**

Conduct second reading and adopt Ordinance No. 2024-409, adding Chapter 3.58 to Title 3 of the Calabasas Municipal Code establishing an administrative remedies procedure for challenges to fees, charges, and assessments.

**ATTACHMENTS:**

A. Ordinance No. 2024-409